



**MINUTES
CITY OF NORCO
PLANNING COMMISSION**



**CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
REGULAR MEETING
SEPTEMBER 10, 2014**

CALL TO ORDER: 7:02 PM

ROLL CALL: Chair Leonard, Vice Chair Hoffman, Commission Members Hedges and Rigler; Commission Member Jaffarian - absent

STAFF PRESENT: Planning Director King, Senior Planner Robles and Deputy City Clerk Germain

PLEDGE OF ALLEGIANCE: Commission Member Rigler

1. APPEAL NOTICE: Read by Planning Director King

2. PUBLIC COMMENTS:

Lisa Campbell: Ms. Campbell addressed the Commission on a matter heard at the previous Commission meeting, August 13, 2014, regarding a 4,000 square-foot accessory building. She noted concern on the potential of a law suit due to the Planning Commission denial.

3. APPROVAL OF MINUTES:

❖ Minutes of Regular Meeting on August 13, 2014

Recommended Action: Continue to the meeting of October 29, 2014

(Deputy City Clerk)

Deputy City Clerk Germain explained that the draft minutes were not completed for review at the time of agenda preparation; it will be provided at the next regular meeting.

4. PUBLIC HEARINGS:

A. Conditional Use Permit 2014-20 (Coots): A request for approval to allow an accessory building consisting of a 1,680 square-foot garage/storage building at 2363 Hialeah Circle located within the A-1-20 (Agricultural Low Density) Zone. **Recommended Action: Approval (Senior Planner)**

Senior Planner Robles presented the staff report on file in the Planning Department. She noted that the project meets all requirements as presented. The Architectural Review Committee (ARC) had noted a concern of the large porch attached to the building; adding that its proposed use is for boat storage. Staff recommends approval.

Member Hedges stated her concern regarding the animal keeping area, noting that the area doesn't seem large enough.

Chair Leonard OPENED the public hearing, indicating that proper notification had been made and asked for the appearance of those wishing to speak.

Jason Coots: Mr. Coots explained that the area for animal keeping includes the grass yard area. He answered further questions from the Commission regarding the building location and distance from the fence.

Chair Leonard CLOSED the public hearing, bringing the discussion back to the Commission.

Member Hedges reiterated her concern with the limited space for animal keeping, adding that the proportion does not seem realistic.

Vice Chair Hoffman concurred with Member Hedges, stating concern with the layout of the animal keeping area.

Member Rigglar stated that the building and animal keeping area would be best accommodated if the building is moved.

Director King suggested that the Commission either deny the project without prejudice which will allow the applicant to revise the plan and return for approval or continue it with direction to the applicant.

M/S Hedges/Hoffman to continue the project to the next regular meeting to allow the applicant time to work with staff on revisions based on Commission comments.

AYES: Leonard, Hoffman, Hedges, Rigler Motion Passed
ABSENT: Jaffarian

B. Conditional Use Permit 2014-22 (Malinowski): A request for approval to allow an accessory building consisting of a 1,575 square-foot workshop/storage building at 5521 Roundup Road located within the A-1-20 (Agricultural Low Density) Zone. **Recommended Action: Approval (Senior Planner)**

Senior Planner Robles presented the staff report on file in the Planning Department. As proposed the plan meets all requirements; staff recommends approval. ARC reviewed with only one concern, require that the structure matches the home in color.

Chair Leonard OPENED the public hearing, indicating that proper notification had been made and asked for the appearance of those wishing to speak.

Brent Malinowski: Mr. Malinowski stated that his property is completely flat, and that he can move the location of the building to accommodate a larger animal keeping area. In response to Vice Chair Hoffman, he stated that the garage door opening is standard at 16 feet.

Chair Leonard CLOSED the public hearing, bringing the discussion back to the Commission.

In response to the Commission, Senior Planner Robles confirmed that per Norco Municipal Code an animal keeping area is required to be rectangular in size.

Member Riggler remarked that the plan shows the best usage of the lot.

M/S Hedges/Riggler to adopt Resolution 2014-45, to approve Conditional Use Permit 2014-22, to allow a detached accessory building consisting of a 1,575 square-foot workshop and storage building at 5521 Roundup Rd.

AYES: Leonard, Hoffman, Hedges, Rigler **Motion Passed**
ABSENT: Jaffarian

- C. **Conditional Use Permit 2014-21 (Patel):** A request for approval to allow an Alcohol and Beverage Control (ABC) Type 70 License, which allows the sale or furnishing of beer, wine, and distilled spirits for consumption on the premises, for the Fairfield Inn located 3441 Hamner Avenue located within the C-G (Commercial General) Zone. **Recommended Action: Approval (Senior Planner)**

Senior Planner Robles presented the staff report on file in the Planning Department. She noted that alcohol is allowed for this type of business, with a CUP. She stated that the City approves the land use only; the Department of Alcohol Beverage Control (ABC) approves the liquor license. Staff recommends approval.

In response to Vice Chair Hoffman, Director King confirmed that beer and wine sale was permitted through the initial approval of the Fairfield Inn, stating that this approval will allow service of distilled alcohol.

Senior Planner Robles stated that the Sheriff's Department had no concerns with this request.

Chair Leonard OPENED the public hearing, indicating that proper notification had been made and asked for the appearance of those wishing to speak. With no one wanting to speak, Chair Leonard CLOSED the public hearing, bringing the discussion back to the Commission.

M/S Hedges/Riggler to adopt Resolution 2014-47, to approve Conditional Use Permit 2014-47, to allow the sale of beer, wine, and distilled spirits for consumption on the premises (alcohol and beverage control [ABC Type 70 License]) for the Fairfield Inn located at 3441 Hamner Avenue.

AYES: Leonard, Hoffman, Hedges, Rigler **Motion Passed**
ABSENT: Jaffarian

5. CONTINUED PUBLIC HEARING:

- A. **Conditional Use Permit 2014-16 (Flores):** A request for approval to allow four additional animal units at 3260 Corona Avenue located within the A-1-20 (Agricultural Low Density) Zone. **Recommended Action: Continue off calendar** (Senior Planner)

Senior Planner Robles stated that due to code compliance issues concerning this project it is being continued off calendar, and will be re-advertised once it is ready to move forward.

6. BUSINESS ITEMS:

- A. Site Plan 2014-15 (HC&D Architects): A request for approval of a site plan and architectural plan for the construction of a 17,470 square-foot equine medical center at the northeast corner of Sixth Street and Temescal Avenue in the Commercial (C-4) zone. **Recommended Action: Approval** (Planning Director)

Planning Director King presented the staff report on file in the Planning Department. He explained that there are no parking requirements for an equine hospital within the Municipal Codes, but using the parking code requirement for a regular hospital, the location has more than adequate spaces. The project meets all requirements of the Municipal Code; any changes on use will require a modification to the approved site plan. Staff recommends approval.

In response to Vice Chair Hoffman, Director King stated that the traffic flow on Sixth Street has been reviewed by the Engineer, noting no concerns. Director King also shared that parking issues were discussed at the Project Review Board, and all concerns were satisfied. Vice Chair Hoffman suggested that the parking lot be marked as a non-shared parking lot, in response, Director King stated that a block wall and fence will be placed between the properties.

Chair Leonard invited the appearance of those wishing to speak.

Chris Sleigholm, Representative: Mr. Sleigholm answered questions from the Commission concerning parking, fenced turn-out area and the driveway, adding that parking will be posted.

Chair Leonard brought discussions back to the Commission.

Member Hedges made the following suggestions as conditions of approval, use of stamped asphalt pavers at driveway, require berms at property edge to avoid sprinkler run off into horse trails, screen job site during construction, and adjust work hours on Saturdays, from 10:00a.m. to 4:00 p.m.

Member Riggler commented on this being a great addition to Horsetown USA. The remaining Members concurred.

M/S Hedges/Hoffman to adopt Resolution 2014-46, to approve Site Plan 2014-15, to allow for the development of a 17,470 square-foot equine medical center on 1.65 acres located on the northwest corner of Sixth Street and Temescal Avenue; adding the following conditions: use of stamped asphalt pavers at driveway, require berms at property edge to avoid sprinkler run off into horse trails, screen job site during construction, and adjust work hours on Saturdays to 10:00a.m. to 4:00 p.m.

AYES: Leonard, Hoffman, Hedges, Rigler **Motion Passed**
ABSENT: Jaffarian

7. DISCUSSIONS:

A. Review of Grading Procedures (Planning Director)

Planning Director King presented the staff report on file in the Planning Department. The review of grading procedures is by direction of the City Council, asking for recommendations. Director King discussed the current code which is based on the California Building Code, which was incorporated into the Norco Municipal Code (NMC) in January 2014. He noted discussions with Public Works and Engineering Departments brought up a concern that a grading permit is not required until a building permit is applied for.

Discussions ensued.

Concerns noted by the Commission included extensive grading on residential lots, grading occurring on weekends when staff is not available to investigate, the potential of changing the topography (natural water flow) of the property and flooding that may include dirt and mud. It was agreed that some type of permit must be required regardless of extent of grading.

Director King confirmed that some policies have been revised by staff, adding that additional revisions are needed before further major grading occurs.

B. Discussion on the accessory building process and approvals (verbal report)
(Planning Director)

Planning Director King presented the current process for accessory building approvals. He provided the accessory building review policy for the Commission Members' evaluation, and asked that they provide staff input at a future meeting.

8. CITY COUNCIL MINUTES: **Received and Filed**

- City Council Regular Meeting of August 6, 2014

9. PLANNING COMMISSION: **NONE**

A. Oral Reports from Various Committees

Commission Member Hedges gave an update on the Ad-Hoc Committee discussions, noting that they have reviewed the trails, streets, parks and buildings, with discussions continuing on the upkeep of the horse trails.

B. Request for Items on Future Agenda (within the purview of the Commission)

M/S Hoffman/Hedges to change the October regular meeting from the second Wednesday to the last Wednesday of the month, October 29, 2014, due to the absence of two, possibly three, of the Commission Members.

AYES: Leonard, Hoffman, Hedges, Rigler

Motion Passed

ABSENT: Jaffarian

10. ADJOURNMENT: Chair Leonard adjourned the meeting at **8:37 PM**

Respectfully submitted,

Steve King
Secretary
Planning Commission

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