



MINUTES
CITY OF NORCO
PLANNING COMMISSION



CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
ADJOURNED REGULAR MEETING
NOVEMBER 12, 2014

CALL TO ORDER: **7:00 PM**

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

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

PLEDGE OF ALLEGIANCE: **Vice Chair Hoffman**

1. APPEAL NOTICE: **Read by Planning Director King**

2. PUBLIC COMMENTS: **None**

3. APPROVAL OF MINUTES:
❖ Minutes of Regular Meeting of October 29, 2014
Recommended Action: Approval (Deputy City Clerk)

M/S Rigler/Hedges to approve the minutes of regular meeting of October 29, 2014, as written

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

ABSENT: Jaffarian

4. PUBLIC HEARINGS:

- A. **Conditional Use Permit 2014-25** (Brown): A request for approval to allow a temporary mobile home for the elderly at 3760 Alhambra Street located within the A-E (Agricultural Estate) Zone. **Recommended Action: Approval** (Senior Planner)

Member Rigler recused himself due to his relationship with the applicant.

Senior Planner Robles presented the staff report on file in the Planning Department. She noted that if approved, it must be recorded on the title that if the property is sold the temporary mobile home must either be removed or a change must be done by approval of the Planning Commission. She stated that all code requirements are met. Staff recommends approval.

In response to Commission Members, Senior Planner Robles stated that Conditions 11 and 13 note the sewer/water connection needs, and that the applicant is present to answer further questions regarding its distance from the main residence.

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

Alyson Brown, applicant: In response to Member Hedges regarding the placement of the mobile home, Ms. Brown stated that the location chosen is away from the main house as to give her mother her own space, and will provide her a view of the yard and pool area.

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

Chair Leonard asked that a condition be added or revised to require permits or removal of the non-permitted structures on the property to be concurrent with the issuance of the permit for the mobile home.

M/S Hedges/Hoffman to adopt Resolution 2014-54, to approve Conditional Use Permit 2014-25, to allow a temporary mobile home for the elderly on property at 3760 Alhambra Street; modifying Condition 23 to read that the permits and removal of non-permitted structures coincide with the time frame of the issuance of the building permit for the mobile home.

AYES: Leonard, Hoffman, Hedges

Motion Passed

ABSTAIN: Rigler

ABSENT: Jaffarian

- B. Conditional Use Permit 2014-27 (Hielscher):** A request for approval to allow a detached accessory building consisting of a 1,857 square-foot barn at 350 Caliente Drive 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. Staff recommends approval.

In response to the Commission, Senior Planner Robles stated structures shown on Exhibit F are no longer present and the grade difference does not intrude in the PAKA.

Member Hedges asked that Condition 10 be revised to read “barn” instead of “storage building”.

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

M/S Hedges/Rigler to adopt Resolution 2014-52, to approve Conditional Use Permit 2014-27, to allow a detached accessory building consisting of a 1,857 square-foot barn at 350 Caliente Drive; amending Condition 10 to read “barn” instead of “storage building”.

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

Motion Passed

C. Code Change 2014-09 (City of Norco): A City-initiated request for recommendation of approval on a proposed code change to amend the City’s grading permit process. **Recommended Action: Adoption** (Planning Director)

Planning Director King presented the staff report on file in the Planning Department. He stated that this proposal is to address concerns from the Planning Commission and the City Council regarding standards for permitting excavations, alleviate flooding, and to address current grading taking place with no end-date. This recommendation will require a time frame for work to be done, if necessary the applicant will have to reapply for a new permit after that time frame. It will also establish an impact fee and provide a description of what a grading or mining operation will entail. He added that mining is allowed only in the M-1 Zone.

Discussion ensued regarding the potential to require a bond for landscape upon completion of work, enforcement of work that exceeds permit date and a recommendation to establish a fine schedule.

Director King explained the enforcement process that would be followed, beginning with the Public Works Department, and then if necessary, a team effort with multiple departments to enforce compliance.

Commission Hedges suggested that this item be continued due to additional issues brought up in discussions.

Chair Leonard noted his concern with water runoff; he concurred with Member Hedges to continue.

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

Chair Leonard suggested that a large performance bond be required that it may guarantee that the work is completed.

M/S Hedges/Hoffman to continue discussions to the next scheduled Planning Commission meeting in December.

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

Motion Passed

- D. **Code Change 2014-10** (City of Norco): A City-initiated request to establish the maximum amount of concrete or other impervious surface material that can be installed before having to obtain a building permit. **Recommended Action: Adoption** (Planning Director)

Planning Director King presented the staff report on file in the Planning Department. At the request of City Council, this item is being presented for the Planning Commission for their review. Staff recommends approval.

In response to Commission Member Rigler, Director King explained that businesses located along Sixth Street were allowed to use pavers in their driveways across horse trails, noting that once this Code Change is adopted, permits will be required.

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

In response to Vice Chair Hoffman, Director King stated that driveways are exempt in the California Building Code, but are addressed in the Norco Municipal Code.

Chair Leonard noted his concern that animal keeping areas are not being addressed in this concrete issue. He suggested that concrete or flatwork be restricted in animal keeping areas, with the exception when it's needed in a barn.

Director King explained that lot coverage, which would include animal keeping areas, is covered under a different section of the Norco Municipal Code, and is not being covered in tonight's presentation. Lot coverage will be brought back as a separate discussion at a later date.

After further discussion a motion was made.

M/S Hedges/Hoffman to adopt Resolution 2014-57, recommending that the City Council approve Code Change 2014-10 establishing the amount of concrete or other impervious surface material that can be installed without having to obtain a building permit, with any related cross-references in other Chapters as needed.

AYES: Hoffman, Hedges, Rigler

NOES: Leonard (needs to address animal keeping area)

ABSENT: Jaffarian

5. BUSINESS ITEMS:

- A. **Site Plan 2014-13** (Zahn): A request for approval to allow a 761 square-foot addition to an existing detached barn at 2060 Roan Court 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 shared that the applicant is the new owner who is in process of cleaning up the property; staff is recommending that the metal cargo container be removed within six months of approval. Staff recommends approval.

In response to the Commission, Senior Planner Robles confirmed that staff has verified proper access to the animal keeping area, that the metal cargo container is not visible from the street, and that access to the backyard has also been verified at 14 feet.

Chair Leonard invited the appearance of those wishing to speak.

Bill Zahn, applicant: Mr. Zahn answered questions for the Commission. He confirmed that the container can be removed from the back yard.

Chair Leonard brought discussions back to the Commission.

M/S Hedges/Rigler to adopt Resolution 2014-53, to adopt Site Plan 2014-53, to allow an accessory building consisting of a 761 square-foot addition to an existing barn at 2060 Roan Court.

AYES: Leonard, Hoffman, Hedges, Rigler

Motion Passed

ABSENT: Jaffarian

B. **Site Plan 2014-24** (Farrel): A request for approval to allow a detached accessory building consisting of a 400 square-foot garage at 4651 Temescal Avenue 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. Staff recommends approval.

In response to the Commission, Senior Planner Robles pointed out where the access to the rear of the property was located and confirmed that Engineering approval is needed for a new drive approach and driveway to the garage when crossing the horse trail.

Chair Leonard invited the appearance of those wishing to speak.

Rick Farrell, applicant: Mr. Farrell answered a few questions from the Commission regarding access to his property.

Chair Leonard brought discussions back to the Commission.

M/S Hoffman/Hedges to adopt Resolution 2014-55, to approve Site Plan 2014-24, to allow a detached accessory building consisting of a 400 square-foot garage at 4651 Temescal Avenue; adding a condition requiring Engineering approval for a drive approach and driveway to garage.

AYES: Leonard, Hoffman, Hedges, Rigler

Motion Passed

ABSENT: Jaffarian

- C. **Sign Permit 2014-23** (Inland Signs Inc.): A request for approval of a modification to an existing sign program to allow the installation of an eight-foot tall monument sign at 1540 Hamner Avenue located within the Commercial district of the Gateway Specific Plan. **Recommended Action: Approval** (Senior Planner)

Planning Director King presented the staff report on file in the Planning Department. Staff recommends approval.

M/S Hedges/Rigler to adopt Resolution 2014-58, to approve Sign Permit 2014-23, to allow a modification to an existing sign program to allow the installation of an eight-foot tall monument sign at 1540 Hamner Avenue located within the Commercial District of the Gateway Specific Plan.

AYES: Leonard, Hoffman, Hedges, Rigler

Motion Passed

ABSENT: Jaffarian

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

- City Council Special Meeting of October 8, 2014
- Regular Meeting of October 15, 2014
- Special Joint Meeting Minutes of October 22, 2014

7. PLANNING COMMISSION:

A. Oral Reports from Various Committees

- Member Hedges reported on the progress of the Infrastructure Funding Ad Hoc Committee, noting that its next meeting is scheduled for November 17, 2014, when discussions will continue regarding funding, and the difference between needs and wants.
- Vice Chair Hoffman commended the City staff on all the work done on the Veterans Memorial, including the festivities; it is a great accomplishment for the City.

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

None

8. ADJOURNMENT: Chair Leonard adjourned the meeting at **8:35 PM**

Respectfully submitted,

Steve King, Secretary to the
Planning Commission