



**MINUTES**  
**CITY OF NORCO**  
PLANNING COMMISSION  
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE  
REGULAR MEETING  
September 30, 2015

---

CALL TO ORDER: **7:00 p.m.**

ROLL CALL: **Chair Hedges, Vice Chair Leonard, Commission Members Hoffman, Jaffarian and Rigler**

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

PLEDGE OF ALLEGIANCE: **Vice Chair Leonard**

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

2. PUBLIC COMMENTS: **None**

3. APPROVAL OF MINUTES:

❖ Minutes of Regular Meeting of July 8, 2015

**Recommended Action: Approval** (Deputy City Clerk)

**M/S Leonard/Hoffman** to approve the minutes of regular meeting of July 8, 2015 as written.

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

❖ Minutes of Regular Meeting of August 12, 2015

**Recommended Action: Approval** (Deputy City Clerk)

**M/S Jaffarian/Rigler** to approve the minutes of regular meeting of August 12, 2015 as written.

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

4. CONTINUED PUBLIC HEARING:

- A. **Conditional Use Permit 2015-17** (Navarrete): A request for approval to allow a detached accessory building consisting of a 2,800 square-foot workshop and storage building at 2180 Reservoir Avenue located within the A-1-20 (Agricultural Low Density) Zone. **Application withdrawn; Public Hearing cancelled; was continued from August 12, 2015** (Senior Planner)

Senior Planner Robles indicated that the applicant has withdrawn his request; as such the public hearing is cancelled.

5. PUBLIC HEARING:

- A. **Conditional Use Permit 2015-20** (Moyer): A request for approval to allow a detached accessory building consisting of a 1,632 square-foot storage and hobby shop building at 2301 Western 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. No comments were received from the Architectural Review Subcommittee (ARC). Staff recommends a minimal retaining wall at the rear of the property. Staff also recommends approval.

In response to Member Hoffman, Senior Planner Robles confirmed that the animal-keeping area is a contiguous "L" shape area; and that the accessory building is the item being presented and that staff is requesting a retaining wall be a condition of approval.

Member Jaffarian questioned the side-gate access to the animal-keeping area; Planner Robles stated that it is adjacent to an open area off of Belgian Drive.

Member Rigler questioned why the "L" shaped animal-keeping area is being allowed, as a previous request was denied. In response, Planner Robles stated that the previous request had the animal-keepin area wrapped around a building, as opposed to this one that is "L" shaped to go around a future pool, not yet build. Director King stated that the pool cannot be conditioned by the Commission, as no building permit has been applied for.

Vice Chair Leonard asked staff to verify if the entrance off Belgian is permitted and if the gate was built with or without a permit. Planner Robles stated she will check with the Engineering Division.

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

**James Moyer, applicant**, in response to questions from the Commission, he asked if the allowed animal units could be reduced to accommodate a smaller animal-keeping area so that it can be rectangular in shape; he noted that the entrance off Belgian was there when he moved in two years ago; he explained that the retaining wall and grading will be done first to accommodate a larger animal-keeping area. Planner King stated that the determination regarding the side street entrance is by the Engineering Division, as well as reviewed by the Streets, Trails and Utilities Commission.

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

Discussion ensued, to modify Condition 12 to read that the retaining wall and grading is to be completed prior to building permit issued; no reduction to the animal units allowed; have animal-keeping area redone to a rectangular-shaped area; and verify side gate access legal.

**M/S Jaffarian/Hoffman** to continue the Conditional Use Permit 2015-20 to the next regular meeting to allow the applicant to redesign the plans to accommodate the Commissions' input.

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

- B. Conditional Use Permit 2015-21 (Hall):** A request for approval to allow a detached accessory building consisting of a 1,040 square-foot workshop at 3113 Half Circle 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. She indicated that the site plan will actually have the building closer to the house and further away from the animal-keeping area. The Architectural Review Subcommittee (ARC) has reviewed and only questioned its intended use.

Planner Robles answered questions of the Commission, there are no drainage issues on the property and no grading permits have been pulled.

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

**Travis Hall, applicant,** in response to Member Jaffarian, Mr. Hall stated that he is aware that the accessory building cannot be used as a residence, and the general Architect notes on the plans do not apply to this project, just standard notes by Architects. The only utility in the structure will be water for outside use, not restrooms are planned. In response to Member Hoffman, Mr. Hall stated that the property owner has a backhoe that he uses to clean up the property and move heavy rocks; it is not used for mass grading. He explained to Vice Chair Leonard that the design of the garage door is set to keep it away from the animal-keeping area.

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

Member Jaffarian asked that the apron in front of the garage, not be within the animal-keeping area, and be noted on the plan; staff is to verify if access over the horse trail is valid; add a condition to note that no sewer or plumbing be put into the building; and it cannot be used as a residence.

Remaining Members concurred.

Vice Chair Leonard recommended that the garage door be placed in front because of its size, and remove from the plans the emergency egress and line items that do not apply to a garage building.

**M/S Jaffarian/Rigler** to continue Conditional Use Permit 2015-21 to the next regular meeting to allow the applicant to make changes based on the Commission's input, remove plan comments; verify access through the trail; staff to verify the grading.

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

- C. **Conditional Use Permit 2015-22** (Parmely): A request for approval to allow a temporary mobile home for the elderly at 1372 Third Street 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 stated that as proposed all requirements are met. Staff recommends approval.

Member Jaffarian asked that a condition be noted that a recorded property title indicate that the temporary mobile home be removed should the property be sold.

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

**M/S Leonard/Rigler** to adopt Resolution 2015-54, to approve Conditional Use Permit 2015-22, to allow a temporary mobile home for the elderly at 1372 third Street.

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

- D. **Conditional Use Permit 2015-29** (Navarro): A request for approval to allow a detached accessory building consisting of a 855 square-foot garage building at 2879 Sierra Avenue located within the A-1-20 (Agricultural Low Density) Zone. **Recommended Action: Remove from the Public Hearing**

Senior Planner Robles indicated that this item was advertised as a public hearing, it should be a site plan based on the size of the accessory building. It will be brought back to the Commission at a future meeting.

6. BUSINESS ITEMS:

- A. **Site Plan 2015-17** (Hernandez): A request for approval to allow a detached accessory building consisting of a 852 square-foot garage at 1037 Second Street 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. All requirements are met, staff recommends approval.

**M/S Jaffarian/Hoffman** to adopt Resolution 2015-51, to approve Site Plan 2015-17, to allow a detached accessory building consisting of an 852 square-foot garage at 1037 second Street.

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

- B. **Site Plan 2015-16** (Attema): A request for approval to allow a detached accessory building consisting of an 864 square-foot garage at 685 Foxtail Way located within the Norco Hills Specific Plan (NHSP). **Recommended Action: Approval** (Senior Planner)

Senior Planner Robles presented the staff report on file in the Planning Department. all requirements have been met; staff recommends approval with the condition that the height is at a maximum of 14 feet.

In response to Member Jaffarian, Planner Robles confirmed that the 15-foot height is all around the building.

In response to Member Hoffman, Planner Robles stated that the drainage is not an issue at this time but that it will be reviewed by engineering through the permit process.

**Chair Hedges invited the public to speak.**

**Mike Cortez, applicant**, indicated that the grading is at 1%, assuring that no grading is required, the V ditch will not be affected; the topography provided is from City records. He further explained that the 15-foot request is so that the look is consistent with the home, which is at that height, and that it will not hinder neighboring properties. He also shared that the engineering has reviewed the property for the grading.

**Chair Hedges brought discussions back to the Commission.**

Members Jaffarian and Hoffman had no issue with and supports the homeowner's request for the 15-foot height.

Vice Chair Leonard noted his concern with allowing a 15-foot height, as if allowed, future requests will ask for a taller height, adding that the 14-foot maximum height should be followed.

**M/S Jaffarian/Hoffman** to adopt Resolution 2015-48, to approve Site Plan 2015-16, to allow a detached accessory building consisting of a 864 square-foot garage, at the 14-foot height, located at 685 Foxtail Way.

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

- C. **Site Plan 2015-08** (Viramontes): a request for approval to allow two detached accessory building consisting of a 576 square-foot storage/workshop building with an attached 122 square-foot covered porch, and an 864 square-foot covered horse corral/stable at 2348 Valley View Avenue located within the A-1-20 (Agricultural Low-Density) Zone. **Recommended Action: Approval** (Senior Planner)

Director King presented the staff report on file in the Planning Department. he explained that this request comes as a correction to a code case, construction had begun without permits, for which a stop-order was issued, but continued to add to the project. In order to finalize and close the code case, this is being presented for approval so that proper permits are obtained. All requirements for accessory buildings are met. Staff recommends approval.

Vice Chair Leonard asked if staff has verified that no one is living in the building in question. He asked that the kitchen and full bath be removed, and all sewer connections be removed as well.

In response to Member Hoffman, Director King stated that currently a stop order is in place, and that the Building Inspector will be in charge to verify that all is in compliance with the approved Site Plan.

Member Jaffarian, based on his concerns about Fire Department access, he asked that in the future reviews from the Sheriff's and Fire Departments be included with staff reports.

Member Rigler questioned the 7-foot gate access noted on the plan, noting that the easement should be at 12 feet.

**Chair Hedges invited the public to speak.**

**Ray Martinez, property owner**, explained that the 7-foot gate is a typo, that the access is actually at 12 feet; there are no obstructions in front of the gate; adding that a vehicle can easily travel through. In response to Member Hoffman, he stated that the floor will be wood, as its intent is not a garage but a workshop.

**Chair Hedges brought discussions back to the Commission.**

Member Jaffarian requested that a condition be noted for the removal of all utility usage, all plumbing to kitchen and bathroom, and have a follow-up inspection to verify no residential usage.

Vice Chair Leonard questioned the addition of a porch, as its use is being presented as a storage building. He agreed that sewer and gas lines should also be removed.

After further discussions, Director King clarified what the Commission would like completed prior to returning the project for further approval, all utilities to be removed, all walls, all that pertain to the kitchen and bathroom also to be removed, and remove the porch from the plan, Title 24; and allow a demolition permit.

**M/S Jaffarian/Leonard** to adopt Resolution 2015-55, to approve Site Plan 2015-08, to allow for corrals, size and orientation, animal-keeping area and access, and approval of the second building be continued until the demolition of the non-permitted items are completed to correct code issues.

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

7. CITY COUNCIL MINUTES:

**Received and Filed**

- City Council Regular Meeting of July 15, 2015
- City Council Regular Meeting of August 5, 2015
- City Council Regular Meeting of August 19, 2015
- City Council Regular Meeting of September 2, 2015

8. PLANNING COMMISSION:

A. Oral Reports from Various Committees: **None**

B. Request for Items on Future Agenda (within the purview of the Commission):  
**None**

9. ADJOURNMENT: Chair Hedges adjourned the meeting at **9:00 p.m.**, to October 28, 2015.