



**AGENDA
CITY OF NORCO
AD-HOC COMMITTEE ON LOT COVERAGE AND ACCESSORY BUILDINGS**

**Monday, October 17, 2016
City Hall Conference Rooms A & B
2870 Clark Avenue, Norco, CA 92860**

- CALL TO ORDER:** 4:30 p.m.
- ROLL CALL:** Phil Jaffarian, Planning Commission Member - Chair
Greg Newton, Mayor Pro Tem – Vice Chair
Ted Hoffman, Council Member
Robert Leonard, Planning Commission Chair
- STAFF:** Andy Okoro, City Manager
Steve King, Planning Director
- PLEDGE OF ALLEGIANCE:** Council Member Ted Hoffman
1. **APPROVAL OF MINUTES:**
A. Regular Meeting Minutes of October 10, 2016: **Recommendation: Approval**
2. **DISCUSSION ITEM:**
A. Expanded Discussion Topics from October 10, 2016. **Recommendation: Discuss and provide direction** (Planning Director)

COMMITTEE AND STAFF COMMENTS

PUBLIC COMMENTS

This is the time when persons in the audience wishing to address the Ad-Hoc Committee may speak on matters not on the agenda. Persons wishing to speak must complete a speaker card located in the back of the room and present it to the City Clerk so that you may be recognized.

ADJOURNMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's office, (951) 270-5623. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility. Staff reports are on file in the City Clerk's Office. Any writings or documents provided to a majority of the Committee Members regarding any item on this agenda will be available for public inspection at the City Clerk's Counter in City Hall located at 2870 Clark Avenue. This meeting is recorded.



**MINUTES
CITY OF NORCO
AD-HOC COMMITTEE ON LOT COVERAGE AND ACCESSORY BUILDINGS**

**Monday, October 10, 2016
City Hall Conference Rooms A & B
2870 Clark Avenue, Norco, CA 92860**

CALL TO ORDER: **4:31 p.m.**

ROLL CALL: **Present:**
Greg Newton, Mayor Pro Tem
Ted Hoffman, Council Member
Robert Leonard, Planning Commission Chair
Philip Jaffarian, Planning Commission Member

Andy Okoro, City Manager
Steve King, Planning Director

PLEDGE OF ALLEGIANCE: **Mayor Pro Tem Newton**

City Manager Okoro asked that Agenda Item 2.A. be discussed to set grounds for future meetings before the setting of meetings and the appointment of a Chair and Vice Chair.

1. BUSINESS ITEMS:

A. Selection of Chair and Vice Chair:

M/S NEWTON/HOFFMAN to appoint Planning Commission Member Phil Jaffarian as Chair; the motion was carried by the following roll call vote:

AYES: NEWTON, HOFFMAN, LEONARD, JAFFARIAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

M/S LEONARD/JAFFARIAN to appoint Mayor Pro Tem Greg Newton as Vice Chair; the motion was carried by the following roll call vote:

AYES: NEWTON, HOFFMAN, LEONARD, JAFFARIAN
NOES: NONE
ABSENT: NONE
ABSTAIN: NONE

B. Selection of Meeting Days, Time, and Location:

Chair Jaffarian asked staff for its input on their availability to schedule future meetings; Planning Director King stated that Monday afternoons are best.

As all present were in agreement, Chair Jaffarian stated the next meeting will be set for Monday, October 17, 2016, at 4:30 p.m.; he suggested skipping Monday, October 24th due to the scheduled Town Hall Meeting that evening; continuing on Monday, October 31, 2016, at 4:30 p.m.

Planning Commission Chair Leonard stated that he will be out of town on Monday, October 31, 2016, but noted that the group can proceed without him with this meeting.

2. DISCUSSION ITEM:

A. Overview, Purpose and Time Frame of the Ad-Hoc Committee on Lot Coverage and Accessory Buildings. (City Manager)

City Manager Okoro provided an overview of the purpose of this Council created Ad-Hoc Committee, stating that based on recent accessory building approvals by Planning Commission, followed by numerous appeals, the City Council asked that an Ad-Hoc be created to review, discuss and potentially make necessary changes on the aspects of lot coverages and accessory buildings. A recent report to Council recommending a maximum lot coverage change from the current 40% to 30% had sparked discussions, as well as other issues that have come up in recent weeks.

Planning Director King reviewed some of the concerns that had been discussed with the Planning Commission regarding adding pools and coping to the lot coverage. He stated that the Norco Hills Specific Plan (NHSP) has many lots that have an overlay to allow animals, but limits have never been set.

Council Member Hoffman stated that NHSP lots were never set to accommodate large animals due to the lay out of the properties, but many of the lots have been graded to add a flat area, and suggested that a provision be added to the specific plan to require a minimum animal keeping area on these properties.

Planning Commission Member Jaffarian noted that although a few areas do not have or require either a PAKA or an animal keeping area, the Planning Commission will require an area based on the lot, and if grading has occurred. He shared that the Commission also looks at the impact to neighboring lots, if has residence or open area, size of the proposed building and keeping in mind the preservation of animal keeping.

Mayor Pro Tem Newton noted concerns, which have occurred for many years, that City Council does not clearly communicate or provide clear guidelines to the Planning Commission as to its wishes or needs.

Member Jaffarian explained massing, what it consist of and covers; basically a two dimensional floor plans, which goes straight up, and can be very tall covered area. An example of such a building that has been reviewed by the Commission is RV buildings. He stated that the Ad-Hoc needs to come up with criteria to make sure that what is being requested and used is strictly for animal keeping.

The group discussed and reviewed different examples of current lots and accessory buildings, keeping in mind property rights and keeps massing at a minimum.

City Manager Okoro asked that topics be identified for further discussions at future meetings; noting that he hopes that this group can come to a consensus and recommendation within a few months.

Mike Thompson asked the Committee that land use be considered as well.

Member Hoffman stated that Conditional Use Permits (CUPs) process is being abused; impact on neighborhood is not being looked at, or researched; a CUP should not be an automatic approval or a given. He further suggested that policing approved CUPs should be required.

Mayor Pro Tem Newton stated that Code Enforcement must be involved once structures are completed, to enforce approved uses.

Members Jaffarian and Leonard concurred; requesting that the new policy needs to have “teeth” for when approvals are abused, not built as approved or incorrect uses.

Other regulations to be considered are CEQA requirements (under 5 acres lot does not require); grading done to property; scale of different properties (1/2 acre as opposed to 5 acres) should have different requirements; provide discretion when it’s needed; and height relation to setbacks.

Geoff Kahan suggested that they look at an angular perspective as well, which at times may provide a discretionary approval if the end of the building is far back on the lot and slopes up or down.

Director King suggested that the group review A-1 Zone prior to making any recommendations to the NHSP, as the A-1 Zone justifications could potentially apply to NHSP.

COMMITTEE AND STAFF COMMENTS: None

PUBLIC COMMENTS: None

ADJOURNMENT: Chair Jaffarian adjourned the meeting at **5:52 p.m.**

CITY OF NORCO STAFF REPORT

TO: Honorable Chair and Members of the Accessory Building Ad-Hoc Committee

PREPARED BY: Steve King, Planning Director

DATE: October 17, 2016

SUBJECT: Expanded Discussion Topics from October 10, 2016

RECOMMENDATION: Discuss and provide direction

SUMMARY: Following is a discussion of one of the items the Ad-Hoc Committee chose to review in the administration and regulation of accessory buildings.

BACKGROUND: At the October 10, 2016 Ad-Hoc Committee meeting it was decided that there would be five main topics to be considered going forward: 1) massing, 2) CUP process and enforcement, 3) lot coverage, 4) preservation, 5) architecture.

- 1) Massing. It was generally agreed that “massing” is the most difficult to define since the typical definition is the footprint of the building and then the height which are already defined and controlled by existing regulations. However, the one aspect that is not controlled by just adhering to setback and building height requirements by themselves is the impact of a maximum-allowed wall height that is at the minimum setback requirement (e.g. 20-foot wall height, 5 feet from the side yard property line). While animal-keeping is the driving force behind one-half acre minimum lot sizes, there is an assumed “open” feeling that goes with this type of residential development which can be “impacted” by unsympathetic design of structures on adjoining lots.

An idea that was discussed at the meeting was a graduated setback requirement based on increased building height. Exhibit “A” shows the current maximum lot coverage allowances for accessory buildings per the Norco Municipal Code (NMC). Exhibit “B” shows how the massing in terms of the height of a building would change in relation to a person standing on an adjoining property (or in the public right of way if on a corner lot) as the setback is increased to correspond to an increase in height.

Translated into a lot coverage exhibit where the setback requirements are five feet minimum on one side and the remainder on the other side to equal 20 feet total (assumption being 15 feet) there would be a rectangle in the center of the property where the maximum allowed height of 20 feet could occur. Using a ratio

of 1 to 1.5, height to ratio increase, the resulting setbacks for the highest allowed height (20 feet) would be 33 feet on the 15-foot setback side of the yard and 23 feet on the 5-foot setback side of the yard (ref. Exhibit "C").

An issue in considering massing is the relationship of the size of an accessory building to the size of the residence on the corresponding property. There is no logical way to base the size of an accessory building on the size of a residence since the two uses are unrelated in terms of use and residential lots in Norco vary greatly in terms of home sizes compared to property sizes. Larger lot sizes allow more animal units and could necessitate larger animal-keeping structures regardless of the size of the home. An example is the Disney project just approved.

A way to relate accessory building size to existing residence size could be to establish a limit regardless of the lot size, that an accessory building cannot exceed _____ times the size of the house. And then a variance could allow consideration for unique situations such as the Disney project.

Another aspect in the consideration of the massing of a building is the type of construction being proposed. It was generally agreed that a structure with four solid walls has the appearance of more "mass" than a building of the same size and height but that is open on all sides like a corral cover. The committee needs to decide if a building that is open on all sides should have greater allowances in terms of size and/or height than a building with solid walls on all sides.

Attachments:

Exhibit "A" – Accessory Building Lot Coverage, Current Standards

Exhibit "B" – Height of Accessory Buildings with Increased Setbacks

Exhibit "C" – Accessory Building Lot Coverage, Maximum Height Area

Example Lot, Line of Site
21,150 s.f. lot, no PAKA, no slope

40% flat pad cover = 8,460 s.f.
 Shows an open animal area (5 AU)
 Accessory building: 3,350 s.f.

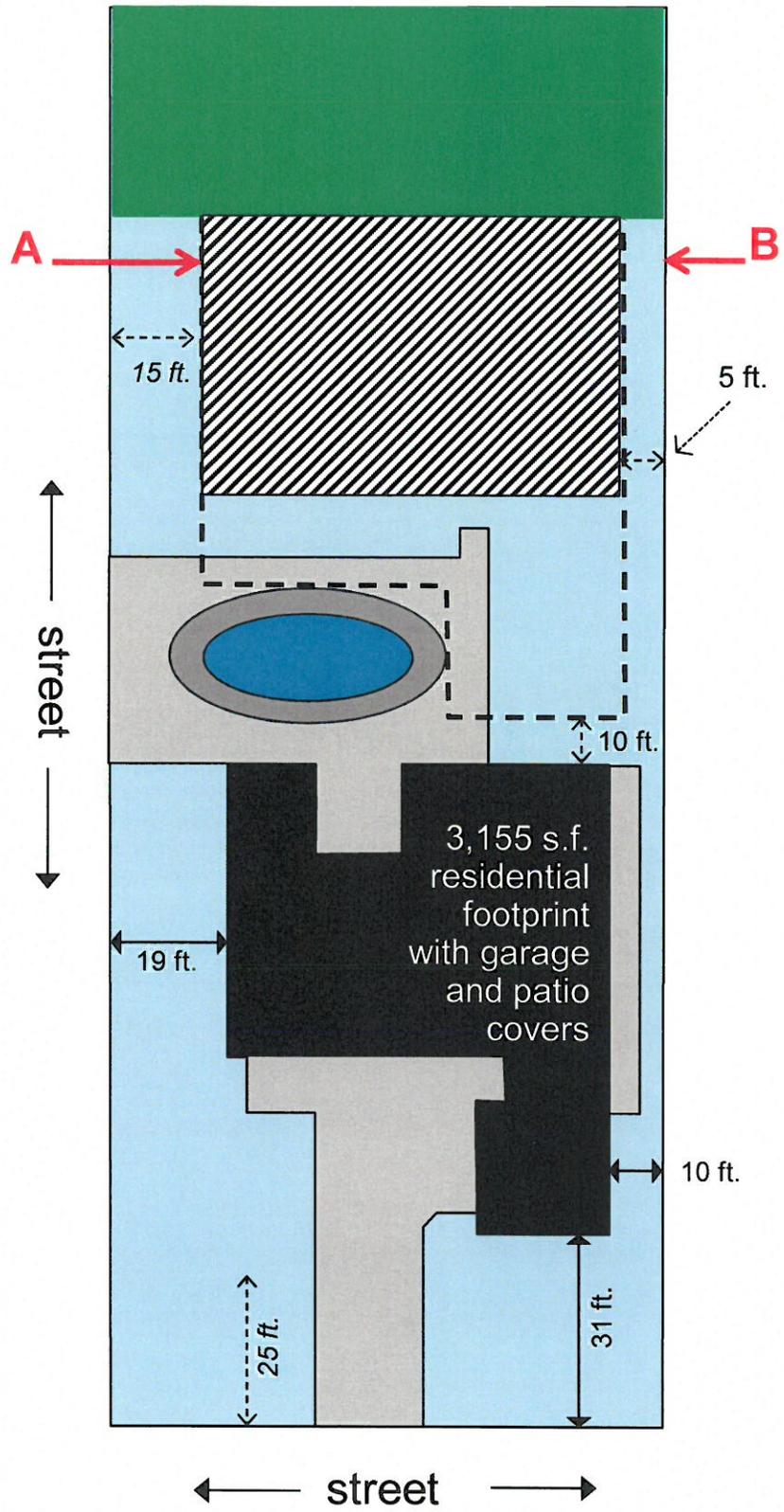
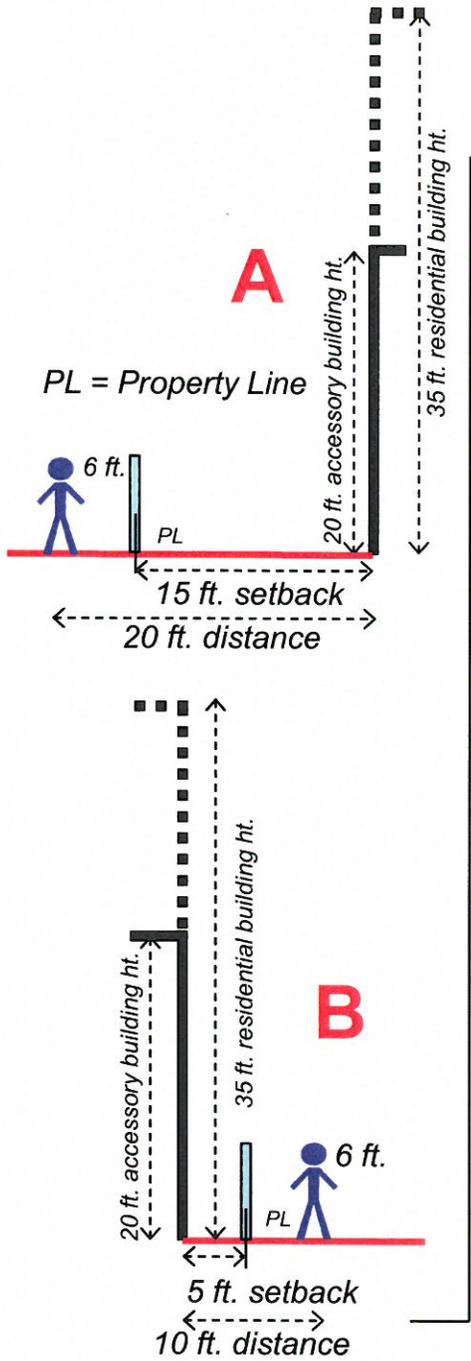
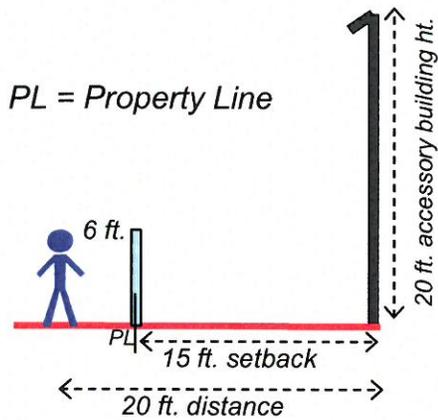


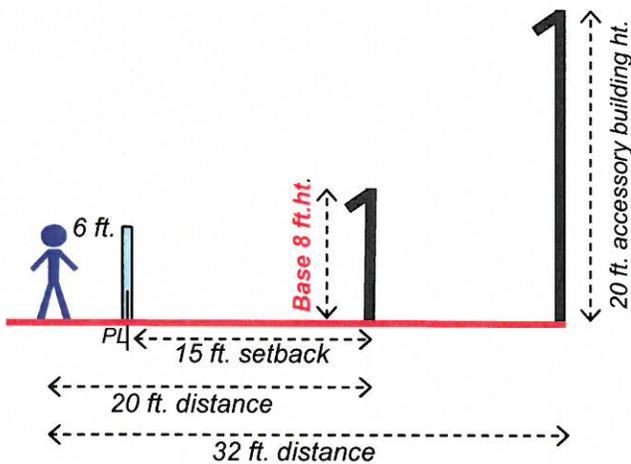
Exhibit "A"

Line of Site Graduated Setback Analysis: A – Street side setback (15 ft.)

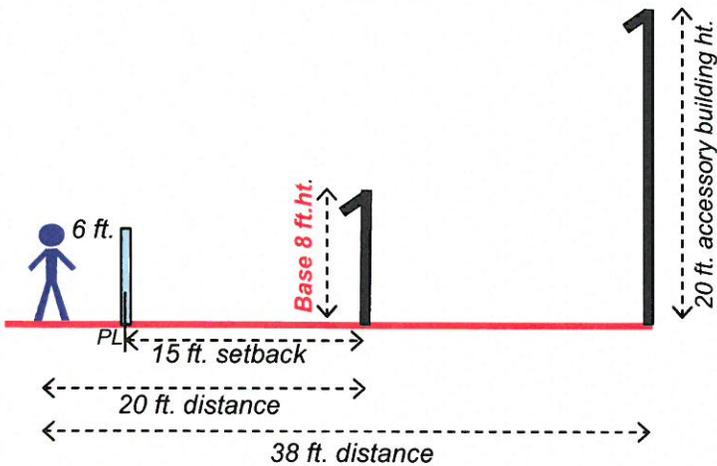
Existing



8-ft. Base Height (1 to 1 Height to Setback Increase above 8 ft.)

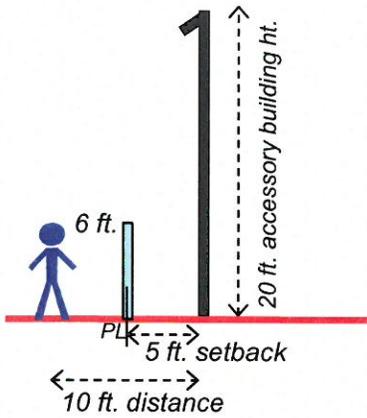


8-ft. Base Height (1 to 1.5 Height to Setback Increase above 8 ft.)



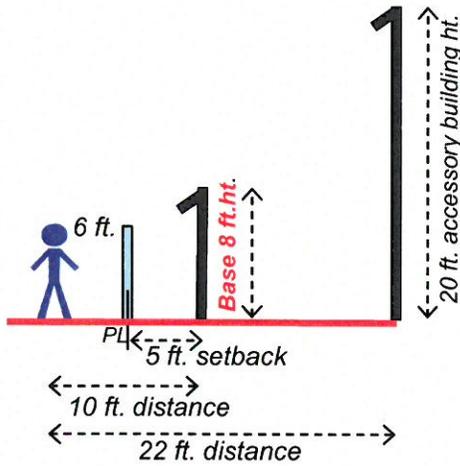
Line of Site Graduated Setback Analysis: B – Interior side setback (5 ft.)

Existing

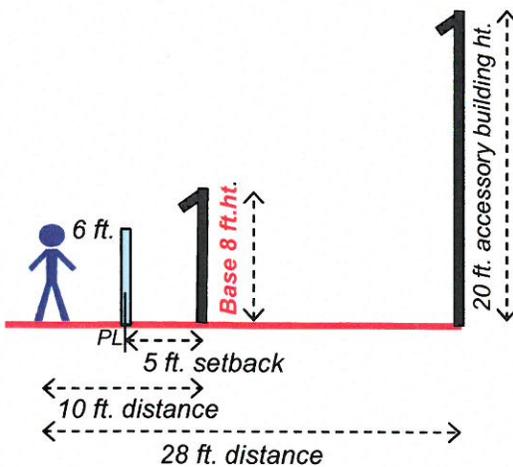


PL = Property Line

8-ft. Base Height (1 to 1 Height to Setback Increase above 8 ft.)



8-ft. Base Height (1 to 1.5 Height to Setback Increase above 8 ft.)



Example Lot, **Area of Allowed Maximum Height** Increased Setbacks for Corresponding Increase in Height

Lot size = 21,550 s.f.
 40% flat pad cover = 8,460 s.f.
 Open animal area for 5 AU

 Setback requirements for accessory buildings.

 Allowed remaining coverage for accessory buildings to 40% coverage.

 Area for allowed maximum height (20 feet) with increased setbacks.

A – 33 feet
B – 23 feet

