



**MINUTES
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: **4:32 p.m.**

ROLL CALL: **Present:**
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**
M/S LEONARD/HOFFMAN to approve the regular meeting minutes of October 10, 2016, as written. The motion passed by the following roll call vote:

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

2. DISCUSSION ITEM:

A. Expanded Discussion Topics from October 10, 2016. **Recommendation: Discuss and provide direction** (Planning Director)

Steve King, Planning Director, presented the staff report as provided and filed in the City Clerk's Office. From the five topics decided upon at the previous meeting, Director King chose to tackle "massing" first, decidedly the most difficult to define as the typical definition is the footprint of the building, then the height, which are already defined and controlled by existing regulations. He provided a graph exhibit depicting a sample accessory massing chart showing setbacks based on height of the building in comparison to the current standards.

Director King asked for direction on consideration of open-sided building versus closed-sided building, should it be treated differently or the same. In further explaining the graph provided, he stated that the 20-foot height used in the example represents the highest height currently allowed by code; which most likely is used for peaks of structures that accommodate RVs.

Chair Jaffarian questioned if there are building codes that may need to be considered, which may restrict the end results of the findings. Director King clarified that the Fire Department has safety-measure requirements for buildings that are taller, but no other building codes would be affected.

Mayor Pro Tem Newton shared that a 2,500 square-foot structure triggers a requirement for sprinklers, which is more to prompt the resident to exit the structure, not necessarily to put the fire out.

In response to Council Member Hoffman, Director King stated that for properties without a Primary Animal Keeping Area (PAKA), code only requires a total of 20 feet access to the rear yard, with a minimum of 5 feet on one side.

City Manager Okoro suggested that if the accessory building is to keep animals then the size of the building should be as big as allowed on the lot for that purpose only; and should be more restrictive if it is for a workshop or storage of non-animal keeping equipment.

Chair Jaffarian shared details of his property to provide an example of a mare motel in response to Director King's inquiry. Stating that his mare-motel set up has 12x12 stalls with 12x12 open space outside, with a breezeway; six stalls which includes one to store feed, another for tack, the remaining four stalls meets the capacity allowed on his property.

Council Member Hoffman shared a barn description by the State; adding that barns are not usually considered closed buildings. He suggested having separate application for accessory buildings and for barns which are intended for animal keeping only.

Director King stated that the Norco Municipal Code (NMC) allows storage of up to 3 RVs; RV storage is the majority of requests received by the Planning Commission.

Chair Jaffarian brought discussions back to providing staff direction on massing; he likes the ratio chart provided by staff, it seems reasonable.

Director King suggested that since a mare-motel height is not that great, perhaps it would not need to go to Planning Commission, unless the height of the potential structure is higher like for an RV, which then should be more closely scrutinized by the Commission via a CUP process.

Planning Commission Chair Leonard described, from his experience as a contractor, that a standard wall height is 8 feet, which may be at different measurements within a garage due to the ground slope on the property.

Discussion ensued on current allowed height; standard homes in Norco are single story, and variances.

Chair Jaffarian suggested the need to clarify the description of uses of structures for animal enclosure versus accessory buildings versus animal keeping areas.

Director King stated that he has received enough input from the Members to prepare for future meetings, which will cover building size, ratio, uses, height to width ratio, etc.

Chair Jaffarian invited the public to speak.

Linda Dixon stated that CUP process has become the norm, but it shouldn't be; reviews need to be done with neighbors in mind. She questioned if a CUP becomes obsolete when the home is sold, is the new home owner/resident required to reapply for the CUP. Adding that self-audits does not work.

Dan Leach had questions regarding the Accessory Massing Chart distributed by staff during meeting; Director King explained the setbacks versus height.

Mike Thompson inquired about CUP notifications; staff explained the legal requirement for mail outs on any public hearing which includes CUPs.

Chair Jaffarian brought discussions back to the Committee.

Director King thanked the Committee for its input and will be able to provide a report on massing and its usage based on this meeting's discussions.

COMMITTEE AND STAFF COMMENTS: **None**

PUBLIC COMMENTS:

Bonnie Slager asked if State Code supersedes City code; Director King stated that City Codes goes above and beyond State Code requirements.

Mike Thompson noted his concern with the City restricting property owners and the potential for suits against the City.

ADJOURNMENT: Chair Jaffarian adjourned the meeting at **6:05 p.m.**