



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

**Monday, December 19, 2016
City Hall Conference Rooms A & B
2870 Clark Avenue, Norco, CA 92860**

- CALL TO ORDER: 4:36 p.m.; by Vice Chair/Mayor Pro Tem Newton
- ROLL CALL: **Present:**
Phil Jaffarian, Planning Commission Member – Chair
(arrived 5:04 p.m.)

Greg Newton, Mayor Pro Tem - Vice Chair
Ted Hoffman, Council Member
Patricia Hedges, Planning Commission
- STAFF: Andy Okoro, City Manager
Steve King, Planning Director
Alma Robles, Senior Planner
John Harper, City Attorney
- PLEDGE OF ALLEGIANCE: **Member Hedges**
1. PUBLIC COMMENTS: **None**
2. APPROVAL OF MINUTES:
A. Regular Meeting Minutes of December 5, 2016. **Recommendation: Approval**
M/S HEDGES/HOFFMAN to approve the regular meeting minutes of December 5, 2016, as written; the motion passed by the following roll call vote:
AYES: NEWTON, HEDGES, HOFFMAN
NOES: NONE
ABSENT: JAFFARIAN
ABSTAIN: NONE
3. DISCUSSION ITEM:
A. Accessory Buildings: Application Requirements for Evaluating Various Accessory Building Types. **Recommended Action: Discuss and Provide Direction** (Planning Director)
- Planning Director King presented the staff report on file in the City Clerk's office. He reviewed the three categories previously discussed by the Ad Hoc; Large Vehicle Parking Structures, taking the largest sized RV into consideration for sizing purposes, as these are the most frequently requested accessory buildings of this type; Animal Keeping Shelters for Large Animals, using horses into consideration, as these would be the largest animals most likely to be kept; and All Other Accessory Structures, for the likes of hobby-shop, workshop or similar uses.

➤ **Discussions began with consideration of the Large Vehicle Parking Structures:**

Director King began the discussion with a review of the non-discretionary requirements bullet points as noted in the staff report.

Member Hoffman questioned the sizing at 20'x50', suggesting that a 12'x50' would accommodate an 8.5'x44' RV, and a trailer; adding that a 1400 square-foot structure is quite large, suggesting 1200 square feet.

Member Hedges agreed that 10'x40' would provide room to spare; a second unit could be allowed at a smaller size to accommodate the additional adult-toys.

Committee Members further discussed the additional non-discretionary requirements and information needed on application for review by staff, and if applicable, the Planning Commission.

Director King asked for clarification on the height on a second structure; suggested 12', or with justification if requesting a higher height.

Vice Chair Newton invited those who wish to speak:

Scott Cocke stated that the measurements being discussed would not accommodate his RV; as the height is too low.

Dan Leach suggested that more leeway be given to accommodate larger RVs; suggesting a 1500 square feet structure.

Bill Naylor questioned the size of a sheer wall, which helps support the structure, with a minimum of two-foot corner; and although he is not a fan of large accessory buildings, a safe structure is a concern.

Vice Chair Newton brought discussions back to the Committee.

Upon his arrival, Chair Jaffarian began to direct the remaining portion of the meeting.

Chair Jaffarian asked for the Committee to provide staff with its comments on the actual size to be allowed for strictly large vehicle storage.

After much discussion, Director King asked for the Committee's final recommendation for an RV structure:

- Door opening at 14' height, 16' at eave, and 14' width, with the highest point at 18' or less;
- All agreed with 20'x50' as noted in staff report (1,000 square feet);
- Setbacks at 5' all around the structure, including from the property line;

Chair Jaffarian suggested allowing drive-through the property to get to the structure, if an animal keeping area is split in two sides. He was reminded that driving through an animal keeping area is not allowed. It was suggested that access through an animal keeping area

would only be considered if a separate area is available to move and hold the animals safely while doing so.

City Attorney Harper suggested adding a discretionary condition to require recording an agreement on the property pertaining to the restrictions on an existing RV building; further research is needed.

➤ **Discussion continued with the Animal Keeping Shelters for Large Animals:**

Director King stated that he prepared this item using information from a UC Davis report on keeping horses; its study recommends 225 square feet structure, based on a horse that doesn't need much exercise. The shelter size is based on the allowed animal units on the requesting property.

Vice Chair Newton suggested 10-foot maximum height as opposed to the suggested 8 feet; he questioned the electrical setting at 8 feet, might be too high; he suggested to allow electrical only in grooming or breeze way at approximately 4 feet, with none in the stalls.

Member Hoffman questioned the notation of "rollup garage doors not permitted", stating slider doors are typical for this type of building. He suggested that we not require the use of the graduated setbacks diagram, in order to encourage animal keeping structures, keeping with the 5-foot setback.

Vice Chair Newton asked that the verbiage regarding the sides of a structure that exceeds 20 feet in length requiring doors and/or windows for "articulation" be changed to read for "function".

Chair Jaffarian invited those who wish to speak:

Bonnie Slager suggested that if allowing concrete floors, that a proper drainage be required.

Chair Jaffarian brought discussions back to the Committee.

City Attorney Harper stated that while the application is designated as an "animal keeping structure", a requirement can be added so that the Building Department can follow this direction when permits are applied for.

➤ **Discussions continued with All Other Accessory Structures:**

Director King explained that a set at 8 feet maximum height, with a total size of 864 square-feet, which would include uses such as garage, hobby shop, etc.; he asked for any suggestions.

Vice Chair Newton suggested 10-foot height as garage door standard is 10 feet, with a 10-foot maximum at the eave.

Senior Planner Robles explained that current maximum height for this size building is 14 feet to the peak; which seems to be working right now.

Member Hedges suggested to change the maximum size allowed square footage to 1,000 square-foot or 1/3 the size of the primary dwelling, whichever is the lesser.

Chair Jaffarian invited those who wish to speak:

Scott Cocke questioned the difference between this type of structure and the RV structure; noting his concern that it seems the same size, and the requirement of matching the finish of the structure, in particular on his property.

Chair Jaffarian brought discussions back to the Committee.

Chair Jaffarian provided an overview explaining the discussed requirements of this type of structure and an RV structure.

Director King, asked for final input on height for this type of structure; all agreed to leave the height at 14 feet, as current allowed; in retrospect, also agreed to keep the maximum size at 864 square feet.

Member Hoffman suggested, for future discussion, the cost involved with animal keeping type structure versus a RV type structure. In response, City Attorney Harper explained that fees are based on actually staff time, as such it would be difficult to change the fees based on the impact on staff time.

COMMITTEE AND STAFF COMMENTS

- Next meeting is scheduled for **Wednesday, January 4, 2016**.
- City Manager Okoro asked about self-audits, if can be done under these guidelines. In response, City Attorney Harper stated that the City has authority to do inspections to make sure guidelines are followed. Director King added that a condition is being added noting inspections by City staff.

ADJOURNMENT: Chair Jaffarian adjourned the meeting at **6:56 p.m.**