



MINUTES
CITY OF NORCO
PLANNING COMMISSION
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
REGULAR MEETING
JANUARY 9, 2013

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

ROLL CALL: **Chair Wright, Vice Chair Henderson, Commission Members Hedges, Jaffarian and Leonard**

STAFF PRESENT: **Planning Director King, Senior Planner Robles, Senior Engineer/Deputy Public Works Director Askew and Deputy City Clerk Germain**

PLEDGE OF ALLEGIANCE: **Commission Member Leonard**

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

2. **PUBLIC COMMENTS: NONE**

3. **APPROVAL OF MINUTES:**

 ❖ **Minutes of December 12, 2012**

Recommended Action: Approval (Deputy City Clerk)

M/S Henderson/Hedges to approve the minutes of Planning Commission regular meeting of December 12, 2012 as written

AYES: Wright, Henderson, Hedges, Leonard

Motion Carried

ABSTAIN: Jaffarian

4. **CONTINUED ITEM: NONE**

5. **PUBLIC HEARINGS:**

 A. **Zone Code Amendment 2012-06 (City of Norco):** A City-initiated proposal to amend Chapter 18.28 “P-E – Pedestrian-Equestrian Trails” of the Norco Municipal Code, to revise regulations and approval process regarding allowed encroachments for certain driveway materials. **Recommended Action: Approval** (*Planning Director*)

Planning Director King presented the staff report on file in the Planning Division. He noted that City Council had requested a review of the current Municipal Code regarding the pedestrian/equestrian trails and materials allowed. Streets, Trails and Utilities Commission has reviewed and made its recommendations.

Deputy Public Works Director/Senior Engineer Askew reviewed some of the points discussed during the Streets, Trails and Utilities Commission meeting, noting a few revisions such as requiring maintenance of pavers in front of properties, requiring a tumbled texture, and the setting of pavers at the perimeters to lock pavers in place. She added that some of these items will be included in the 700 Trails Standard.

In response to Commission Member Hedges, Deputy Public Works Director/Senior Engineer Askew explained the encroachment permit process through the Engineering Department, which includes the requirement of a license, contacting dig-alert and have a working knowledge of public right-of-ways. She also noted that through the permit process information is requested regarding the type, size and color of pavers that will be used, and instructions are given to the applicant on what setting widths are allowed.

Vice Chair Henderson reviewed the notes that he had forwarded to staff earlier in the day with Deputy Public Works Director/Senior Engineer Askew.

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

Vernon Showalter: Mr. Showalter stated that he is in favor of pavers noting that they are safer than asphalt or concrete, and that at times “dg” can be like walking on marbles, especially after a rain.

Kathy Kay: Ms. Kay stated her objection to pavers, and wants them all to be removed. She added that horse trails are public property and should have “dg” only.

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

Vice Chair Henderson noted his concerns with verbiage in Section 18.28.08, pertaining to a public nuisance being declared when it exists in the public right-of-way and the individual being prosecuted, as opposed to first notifying the property owner to remove the nuisance or the City will remove it at the offender’s expense. He also asked if procedures can be altered for processing changes within the City’s Code, specifically on items such as this when updates occur frequently, noting that the current process takes a long time.

Planning Director King confirmed that all the specific plans in which this change would affect will also be updated, including the Norco Ridge Ranch and Norco Hills Specific Plans.

Commission Member Jaffarian questioned if language is needed to “grandfather” the existing permitted locations with pavers. In response, Deputy Public Works Director /Senior Engineer Askew stated that this can be done.

Commission Member Leonard stated that he is in favor of allowing pavers in front of businesses only. He is against any type of material in the horse trails other than dg, with the exception of locations with a 4% + grade.

Discussions continued.

Chair Wright stated that incorporating many of the requirements within the 700 Trails Standard should not require an additional encroachment policy.

Commission Members were in agreement that the policy be noted within the Code as well as the Standard, which would provide simpler understanding and allowing some determinations to be made at the discretion of the Director of Public Works.

M/S Jaffarian/Hedges to adopt Resolution 2013-04, recommending that the City Council approve Zone Code Amendment 2012-06 amending Chapter 18.38 "P-E Zone, Pedestrian-Equestrian Trails" regarding the materials permitted in the trails and to clarify where alternative materials are approved.

AYES: Unanimous

Motion Carried

- B. Zone Code Amendment 2012-07 (City of Norco): A City-initiated proposal to amend Chapter 18.23 "C-4 – Commercial Zone" of the Norco Municipal Code, to revise the permitted and conditionally permitted uses in this zone.

Recommended Action: Continue to next regular scheduled meeting

(Planning Director)

Planning Director King stated this item is being continued to the next scheduled regular meeting as this issue is still being reviewed by the City Council/Planning Commission Working Group. No action needed.

- C. Zone Code Amendment 2012-08 (City of Norco): A City-initiated proposal to amend Chapter 18.51 "Special Events" of the Norco Municipal Code, to revise and update certain provisions and requirements of special events in the City of Norco. **Recommended Action: Approval** *(Senior Planner)*

Senior Planner Robles presented the staff report on file in the Planning Division. She stated that the amendment would allow existing businesses to display merchandise for sale, including seasonal items, outdoors within the footprint of its building without requiring a special event permit. Staff recommends approval of recommendations.

Commission Member Jaffarian asked that item .027 (model homes or other sales offices) be removed as it no longer applies.

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

Further discussions ensued.

M/S Henderson/Hedges to adopt Resolution 2013-02, recommending to the City council that Zone Code Amendment 2012-08 be approved amending Section 18.51.020 "Special Events – Definitions" and Section 18.51.030 "Requirements for Permit" of Chapter 18.51 "Special Events" to revise and update certain of the provisions and requirements of special events in the City of Norco, including the following changes: *removing reference to "model homes or other sales offices"; removing reference to temporary commercial/truck parking areas; removing reference to "caretakers quarters".*

AYES: Unanimous

Motion Carried

- D. Zone Code Amendment 2012-09 (City of Norco): A city-initiated proposal to amend Chapter 18 of the Norco Municipal Code, to make provision for “cash for gold” establishments in the City of Norco **Recommended Action: Approval** (*Senior Planner*)

Senior Planner Robles presented the staff report on file in the Planning Division. She noted that there are no provisions for this type of business. Staff recommends that the cash for gold businesses be allowed only in the C-G (Commercial General) Zone, requiring a Conditional Use Permit. She also provided the Commission with a copy of the legal requirements for gold buyers in the State, California Business and Professions Code, provided by the Sheriff’s Department.

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

Karen Leonard: Mrs. Leonard stated that she has had problems with a cash for gold establishment in town which involved the Sheriff’s Department. She added that she supports strong regulations for this type of business.

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

Commission Member Hedges stated that she would like that the foot print of this type of business be lowered to 25% of a viable business.

Commission Member Leonard agreed with the lower foot-print allowance, adding that a time factor needs to be added to allow current businesses to come into compliance should the code be approved by the City Council. He suggested that these businesses be required to be tied-in into a jewelry store.

The Commission agreed to require a cash for gold business be within a jewelry store or other related retail business, take only 20% footage of the viable business and be required to follow the legal requirements of the California Business and Professional Code for gold buyers.

M/S Hedges/Jaffarian to adopt Resolution 2013-03, recommending to the City council that Zone Code Amendment 2012-09 be approved amending Section 18.29 “C-G (Commercial General)” Zone, Section 18.29.20 “Permitted Uses” of the Norco Municipal Code to permit cash for gold businesses as conditionally-permitted ancillary uses, with the following revisions: *not to exceed 20% foot print of a viable business; add condition No. 6 to note “follow legal requirements by California Business and Professional Code; only allowed in the C-G Zone; require a Conditional Use Permit as an ancillary use; and provide periodic financial reports to the City Finance Department.*

AYES: Unanimous

Motion Carried

6. BUSINESS ITEMS:

- A. Special Sign Permit 2013-01 (Freeway Sign): Second Freeway-Oriented sign in the Chaparral Center. **Recommended Action: Provide Direction** (*Planning Director*)

Planning Director King presented the staff report on file in the Planning Division. He noted that the original permit allowed for a second sign. A request has been received to ask to allow a redesign of the second sign to an electronic reader board. Staff recommends a slight verbiage change to Condition No. 6; as well as adding a new condition pertaining to the advertising due to its location along a CalTrans landscaped freeway. Staff recommends approval with suggested changes.

Commission Member Jaffarian asked about the requirement of a reader board to be operational continuously, if not, this should be required by a condition. He recommended a minimal down time of 2days/48hours for repairs.

In response to Commission Member Hedges regarding the illumination of the board and how it may affect the neighborhood across the freeway from the sign, Sherry Stahlberg of Quiel Brothers Sign Company of San Bernardino explained that the dimming or brightness of the sign is easily adjusted at any time.

M/S Hedges/Jaffarian to adopt Resolution 2013-01, approving Special Sign Permit 2013-01, to allow a re-design to include an electronic reader board of an approved freeway-oriented sign on property located on the East side of Hamner Avenue on the West side of the I-15 Freeway, North of Fifth Street; with the following revisions: Condition No. 6 to partially read "*Prior to issuance of a building permit the developer/operator of the sign shall have entered into a written agreement with the City to providing a determine minimum amount of signage time on the electronic reader board to the City for advertising community events and interests. The agreement may include a determined percentage of electronic reader board revenue to the City....*" and the addition of a condition stating "*The operation of the sign shall be in compliance with all the State and Federal laws regarding advertising along a CalTrans designated landscaped freeway*".

AYES: Unanimous

Motion Carried

- B. Oral report on the status of the building under construction at 3951 Temescal Avenue. **Recommended Action: Receive and File** (*Planning Director*)

Planning Director King provided an update on the construction as requested by the Planning Commission. He stated that permits have expired, the City has been waiting for the applicant to finish the project but there has been no word from them. Staff is currently at a standstill and is unable to do anything at this time. He stated that he will follow up with the Building Inspector.

Commission Member Hedges asked that staff continue to follow up; adding that there is equipment sitting on property.

7. CITY COUNCIL: **NONE**
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 Wright adjourned the meeting at **8:37 PM**

Respectfully submitted,

Steve King
Secretary
Planning Commission