



**MINUTES**  
**CITY OF NORCO**  
PLANNING COMMISSION  
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE  
REGULAR MEETING  
AUGUST 14, 2013

---

CALL TO ORDER: **7:02 PM**

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

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

PLEDGE OF ALLEGIANCE: **Vice Chair Leonard**

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

2. **PUBLIC COMMENTS: NONE**

3. **APPROVAL OF MINUTES:**

❖ **Minutes of Regular Meeting on July 10, 2013**

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

**M/S Wright/Jaffarian** to approve the minutes of Planning Commission Regular Meeting of July 10, 2013, as written

**AYES: Leonard, Henderson, Jaffarian, Wright**

**Motion Passed**

**ABSENT: Hedges**

4. **PUBLIC HEARINGS:**

A. **Conditional Use Permit 2012-03 (Planck/International Fellowship of Churches, Inc.; IMF World Missions & International Missions Fellowship):** A request for approval to allow a church campus to include the construction of a 6,136 square-foot main church building and the use of an existing building, on four parcels (APN 129-180-010, -011, -012, -013). All parcels are located on the south side of Second Street, between Parkridge and Western Avenues within the A-1-20 Zone. **Recommended Action: Approval** (Senior Planner)

Senior Planner Robles presented the staff report on file in the Planning Department. She stated that the architectural plan was reviewed by the Architectural Review Subcommittee, from which one comment was received noting that a western motif-look was preferred on the buildings. Senior Planner Robles provided information on the Community meeting scheduled for the surrounding neighbors on July 22, 2013, stating that a few concerns had been brought up. Staff recommends addressing these concerns, which could be incorporated into the conditional use permit. Other issues to be considered are the clean-up of the property, removal of the illegal trailers, and replacing a chain link fence as recommended by the Sheriff's Department. Staff recommends approval with the noted additional conditions.

**AGENDA ITEM 3**

Commission Member Jaffarian inquired about the building permits issued when the site had been split into four residential lots. In response, Senior Planner Robles stated that although plans had been submitted, the lots' development has never been completed and consequently the permits expired. She also clarified the use of the term "church campus" in the staff report.

Public Works Director Askew described the different flood zones in the area, specifically Flood Zone B and Flood Zone C, which are established by FEMA.

Senior Planner Robles clarified for Commission Member Wright that the property was sold in 2008; the existing workshop is allowed per today's standards for accessory buildings and meets required setbacks, adding that the applicant prefers combining the four lots into two, not as one.

Vice Chair Leonard asked for information regarding code complaints. In response, Planning Director King noted that complaints filed by residents cannot be discussed, but added that the City has followed through with at least three letters on code violations. He also noted that radio use is an allowed use with a CUP.

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

**Linda Dixon:** Ms. Dixon stated she doesn't oppose churches, just this particular project. She noted that she has noticed many illegal activities, such as dumping, creating a pad without permits and grading on the property; adding her concern with allowing the removal of a PAKA.

**Shaun Hamer:** Mr. Hamer stated his concerns regarding the use of the parking lot for events specifically at night, the type of individuals that may be staying in the planned missionary house, and the street improvements noted in the staff report.

**Mary Hamer:** Ms. Hamer questioned the proposed missionary housing, and the illegal dumping being allowed.

**Karen Leonard:** Ms. Leonard noted her concerns about quitclaiming an existing PAKA; and compliance with the CUP, adding that they have not been good neighbors.

**Erin Askier:** Ms. Askier detailed her issues with the proposed use of the property; noting recent events on the property on a Friday night with loud talking late into the night.

**Greg Newton:** It was confirmed for Mr. Newton that over 25 public notices had been mailed out. He noted his thoughts about this project and recommended denial.

**Randy Inglis:** Mr. Inglis stated that a traffic problem already exists on Sunday mornings due to the existing church down the street.

**Applicant, Pastor James Planck:** Pastor Planck spoke on behalf of the church; he stated for the Commission that the Church is an international ministry and is a non-profit entity. He answered the many issues brought up by the previous speakers. He apologized for the oversights and will attempt to be a better neighbor; confirming that there had been a few bible study meetings but no church services to date. Pastor Planck also shared that there would be only one caretaker living in the house, and on occasion, one to two guest missionaries.

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

Commission Member Wright questioned the removal of a PAKA, the location of the driveways, and the merge of four lots into two. He stated that he would prefer it return to one complete lot. He suggested that this item be continued off calendar to allow time to take care of the many issues brought up. In response, Public Works Director Askew provided information on procedures for a removal of a PAKA.

Planning Director King stated that based on State Law, church projects cannot be denied; he suggested continuing this item.

Commission Member Jaffarian noted the following conditions that he would like to be included, as well as requesting that the original CUP be mandated; accommodate the church without removing any PAKA; doesn't agree with use of "church campus" term; suggested that all four lots be kept as they are; location of current buildings, which are in the flood plain, must follow the requirements of the flood zone; not allow stamped asphalt concrete driveways; add a condition for church service hours to be at exact times with no additional time given; require a special event permit for events outside the regular hours of services; lot needs to be brought up to original permit allowance; and include a maximum height for a radio antenna, potentially requiring an additional permit. Commission Member Jaffarian added that he doesn't feel this is the best use of this land.

Commission Member Henderson added to the suggestions by requesting that a pork-chop be added at each driveway within the parking lot for right-in right-out access; that the parking lot lighting be at hood level; limit the number of guest missionaries per visit; suggested no activity after 10:00 p.m.; no sound amplification outside of the buildings without a special event permit; and require full landscape along Second Street, with full street improvements.

Vice Chair Leonard concurred with the previous comments, adding his concerns with the removal of any PAKA, the architect not having a western look, and the use of a "radio room."

**M/S Jafarian/Wright** to continue this public hearing item to the regular meeting in November, 2013, so that the applicant can consider all of the concerns discussed, comply with what has been asked of the applicant, as well as consider the following:

- Merging into one lot instead of two lots
- Removal of storage trailers and workshop building as per the current CUP
- Provide a timeline for street improvements to be done
- Keep all PAKAs or provide for an appropriate sized PAKA based on the size of the lot or lots combined

**AYES: Unanimous**  
**ABSENT: Hedges**

**Motion Passed**

- B. Tentative Parcel Map 36552 (Mehta):** A request for approval of a subdivision of land that is 1.14 acres into two parcels for residential uses located at 4520 Center Street within the A-1-20 Zone. **Recommended Action: Approval** (Senior Planner)

Vice Chair Leonard recused himself due to a relationship with the applicant/property owner.

Planning Director King presented the staff report on file in the Planning Department. Staff recommends approval.

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

**Bonnie Adams:** A letter received from Ms. Adams was provided to the Commission, Director King noted that she states that she does not support this subdivision, but her comments are based on private issues.

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

**M/S Henderson/Jaffarian** to adopt Resolution 2013-26, to recommend to the City Council that Tentative Parcel map 36552 be approved.

**AYES: Leonard, Henderson, Jaffarian, Wright**  
**ABSENT: Hedges**

**Motion Passed**

- C. Conditional Use Permit 2013-05 (Sparks):** A request for approval to allow truck mechanic training school at 1820 Town & Country Drive located within the M-1 (Heavy Commercial/Light Manufacturing) Zone. **Recommended Action: Approval** (Senior Planner)

Senior Planner Robles presented the staff report on file in the Planning Department. Staff recommends approval.

Senior Planner Robles responded to inquiries from the Commission regarding the disposal of oils, hours of operation, and potential evening classes.

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

**Daniel Sparks, Applicant:** Mr. Sparks provided an overview of the training school program, and offered to answer questions for the Commission.

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

**M/S Wright/Henderson** to adopt Resolution 2013-34, to approve Conditional Use Permit 2013-05, to allow a truck mechanic training school at 1820 Town & Country Drive.

**AYES: Leonard, Henderson, Jaffarian, Wright Motion Passed**  
**ABSENT: Hedges**

D. Housing Element **Recommended Action: Continue to September 11, 2013 regular meeting.** (Planning Director)

Planning Director King stated that this public hearing item is being continued to the next regular meeting of September 11, 2013.

**Agenda Item 5.A.** was heard at this time due to the late hour of the meeting in consideration of the item's applicant.

E. **Zone Code Amendment 2013-14 (City of Norco):** Amending Chapter 18.64 "Housing Development Overlay" and Adding Chapter 18.65 "Residential Density Bonus Provisions" to the Norco Municipal Code. **Recommended Action: Approval to the City Councils** (Planning Director)

Planning Director King presented the staff report on file in the Planning Department. He noted a correction on the calculations of the chart provided in the staff report, under the "*added density bonus*": the *total units should read 61, not 68*. He stated that the Housing Development Overlay is a required component as part of the Housing Element update as mandated by the State.

In response to Commission Member Jaffarian, Planning Director King clarified the Density Bonus law, noting that a Density Bonus clause was added into the Housing Element approved last year but that it did not meet State requirements.

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

**M/S Wright/Jaffarian** to adopt Resolution 2013-28, to recommend that the City Council approve Zone Code Amendment 2013-14 amending Chapter 18.64 "Housing Development Overlay" and adding Chapter 18.65 "Residential Density Bonus Provisions".

**AYES: Leonard, Henderson, Jaffarian, Wright Motion Passed**  
**ABSENT: Hedges**

5. BUSINESS ITEMS:

- A. **Site Plan 2013-14 (Schmidt)**: A request for approval to allow an accessory building consisting of a 288 square-foot shed at 2260 Alhambra Street located within the A-E (Agricultural Estate) Zone. **Recommended Action: Approval** (Senior Planner)

This item was heard prior to Agenda Item 4.E. due to the late time of the meeting.

Senior Planner Robles presented the staff report on file in the Planning Department. All set requirements have been met. Staff recommends approval.

**M/S Wright/Jaffarian** to adopt Resolution 2013-25, to approve Site Plan 2013-14 to allow an accessory building consisting of a 288 square-foot shed at 2260 Alhambra St.

**AYES: Leonard, Henderson, Jaffarian, Wright Motion Passed**

**ABSENT: Hedges**

- B. Draft C-4 Zone **Recommended Action: Continue** (Planning Director)

Planning Director King stated this discussion item is being continued off calendar and will be rescheduled to an undetermined date.

6. CITY COUNCIL MINUTES: Available on the City of Norco website:  
[http://www.norco.ca.us/depts/city\\_council/minutes.asp](http://www.norco.ca.us/depts/city_council/minutes.asp)

➤ City Council Minutes of July 17, 2013 **Received and Filed**

7. PLANNING COMMISSION: **NONE**

- a. Oral Reports from Various Committees  
b. Request for Items on Future Agenda (within the purview of the Commission)

8. ADJOURNMENT: Vice Chair Leonard adjourned the meeting at **9:07 PM**

Respectfully submitted,

---

Steve King  
Secretary  
Planning Commission

/di