



AGENDA
CITY OF NORCO
STREETS, TRAILS AND UTILITIES COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
OCTOBER 7, 2013

1. CALL TO ORDER: 7:00 P.M.
2. ROLL CALL:
3. STAFF PRESENT:
4. PLEDGE OF ALLEGIANCE:
5. PUBLIC COMMENTS OR QUESTIONS: This is the time when persons in the audience that wish to address the Commission regarding matters not on the agenda may do so.
6. TO BE READ BY THE CHAIR: "All discretionary actions before the Streets, Trails and Utilities Commission are advisory in nature and final actions will be confirmed, modified, or deleted by the City Council."
7. APPROVAL OF MINUTES:
 - A. August 5, 2013
8. NEW DISCUSSION ITEMS:
 - A. Discussion of Site Plan 2013-17 (Omni Norco, LLC)
 - B. Discussion of a Proposed Subdivision Map on Valley View Avenue (Lewis Operating Corporation)
9. CONTINUED DISCUSSION ITEMS:
10. VERBAL UPDATES: STREETS – TRAILS – UTILITIES:
11. COMMISSION REPORTS/REQUESTS FOR FUTURE AGENDA ITEMS:
 - a. Oral reports from City Committees Commission Members serve on
 - b. Request for Items on Future Agenda (within the purview of the Commission and requires a majority vote of the Commission)
12. ADJOURNMENT:

Staff reports are on file in the Public Works Department at Norco City Hall located at 2780 Clark Avenue. Any writings or documents provided to a majority of the Streets, Trails and Utilities Commission regarding any item on this Agenda will be made available for public inspection at the Engineering Counter.

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 to this meeting. (28 CFR 35.102-35.104 ADA Title II)



MINUTES
CITY OF NORCO
STREETS, TRAILS AND UTILITIES COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
AUGUST 5, 2013

1. **CALL TO ORDER:** Chairman Showalter called the meeting to order at 7:00 P.M.

2. **ROLL CALL:**

Commission Members Present:

Vern Showalter, Chairman
Lance Gregory, Vice Chairman
Ted Hoffman
Tony Mauro
James Turpin
Sherry Walker

Commission Member Absent:

Cathey Burt

3. **STAFF PRESENT:**

Lori Askew, Public Works Director
Terry Piorkowski, Public Works Superintendent
Brenda K. Jacobs, City Clerk

4. **PLEDGE OF ALLEGIANCE:** Commission Member Turpin

5. **PUBLIC COMMENTS OR QUESTIONS:**

William Obeid. Mr. Obeid commented on his request for permission for an exception to place pavers on his driveway at 1063 Thoroughbred Place. He added that he was not aware of the suspension.

6. **READ BY THE CHAIR:** "All discretionary actions before the Streets, Trails and Utilities Commission are advisory in nature and final actions will be confirmed, modified, or deleted by the City Council."

7. **APPROVAL OF MINUTES:**

A. March 4, 2013

M/S Gregory/Turpin to approve the March 4, 2013 Minutes. The motion was carried by the following roll call vote:

AYES:	GREGORY, HOFFMAN, MAURO, SHOWALTER, TURPIN
NOES:	NONE
ABSENT:	BURTT
ABSTAIN:	WALKER

8. NEW DISCUSSION ITEMS:
A. Election of Officers – Chair

M/S Mauro/Turpin nominated Vern Showalter for Chairman. Commission M/S Hoffman/___ nominated Lance Gregory for Chairman. Commission Member Gregory respectfully withdrew the nomination.

M/S Mauro/Turpin to elect Vern Showalter as Chairman. The motion was carried by the following roll call vote:

**AYES: GREGORY, HOFFMAN, MAURO, SHOWALTER, TURPIN,
WALKER**
NOES: NONE
ABSENT: BURTT
ABSTAIN: NONE

- B. Election of Officers – Vice Chair

M/S Mauro/Gregory to elect Sherry Walker as Vice-Chairman. The motion was carried by the following roll call vote:

**AYES: GREGORY, HOFFMAN, MAURO, SHOWALTER, TURPIN,
WALKER**
NOES: NONE
ABSENT: BURTT
ABSTAIN: NONE

- C. Discussion of Standard Drawing No. 700, Equestrian Trail Standard and Alternative Trail Materials.

Public Works Director Askew presented and summarized the item for the Commission's discussion. She requested that the Commission make a recommendation to the City Council regarding the use of any alternative trail material other than decomposed granite.

Commission Member Mauro commented on the inability to use the trail because of handicap issues.

Vice-Chairman Walker noted that Commission Member Mauro has a point, but that would require a restructured trail system.

Commission Member Hoffman noted that he empathizes with the handicap situation, but this has been discussed before and DG should be the only thing allowed under this Standard. He further commented on the grade issues in some driveways, where exceptions could be made.

Commission Member Gregory commented on erosion prevention being the reason for using alternative materials, noting that the stamped asphalt is holding up. He further commented on his concerns regarding some of the materials holding up for equestrians, noting his support for recommendation for using DG in the trails and stamped asphalt for the alternative, as they are the only materials that will hold up.

Commission Member Turpin noted that the issuing of permits got carried away, as they were issued not only for erosion control. He stated that Stalok and stamped asphalt would be good alternative, adding that DG only be allowed in the trails, unless the grade is a problem.

Chairman Showalter commented on his concerns regarding excess runoff when there are 6% grades, adding his concerns regarding runoff on the trails. He supports DG only for the trails, with exceptions.

Commission Member Mauro commented on the need to agendize a study on handicap issues on the trails and in Norco.

Commission Member Turpin commented on a number of properties in the City sited for handicap issues, adding that Stalok would address the handicap concerns. He noted that the City has addressed the handicap issues on the corners.

Vice-Chairman Walker noted that just because there are no horses on the trail at this time, it does not mean that there will not be at a later time.

Greg Newton. Mr. Newton commented on his support for the use of stamped asphalt on the trails as the alternate material.

Commission Member Gregory commented on horses slipping on the pavers, adding that there needs to be education provided for residents.

Commission Member Mauro noted the need to understand the handicap requirements, then a decision can be made.

Chairman Showalter noted at this time the Commission is only addressing the Standard Drawing No. 700, adding that at some time the ADA requirements will need to be addressed.

M/S Hoffman/Walker to use stamped asphalt and Stalok on equal to or greater than 6% grades on driveways perpendicular to the trail; and, allow decomposed granite (DG) only at any other location. Any variations requested must be approved by the City Engineer, with a final approval by the City Council. The motion was carried by the following roll call vote:

AYES: GREGORY, HOFFMAN, TURPIN, WALKER
NOES: MAURO, SHOWALTER
ABSENT: BURTT
ABSTAIN: NONE

D. Discussion Regarding the Installation of Speed Humps/Tables.

Public Works Director Askew presented and summarized the item for the Commission's discussion. She noted that only speed humps and tables will be addressed and discussed.

Greg Newton. Mr. Newton commented on the traffic calming study that was completed a number of years ago, noting the need to look at what different cities do to mitigate the response times.

Commission Member Mauro read and addressed a letter sent to the Council, adding that the City needs to do something to slow down the traffic. He recommended that the letter be responded to, adding that the City needs to understand the safety of the people in Norco.

Vice-Chairman Walker stated that she would like to see the initial plan that was prepared with an updated cost, and then re-address the issues.

Commission Member Hoffman commented that if installed correctly, speed tables work. He commented on the City of Santa Rosa design, noting how well it works.

Commission Member Gregory stated that he would like to see what the priority is for addressing first, adding that he would like to see the motor officers out, but knows the financial issues. He further noted his concerns regarding emergency vehicles being slowed down at speed tables or humps.

Commission Member Turpin stated that the speed tables are a great idea to slow the traffic down. He commented on the need to direct traffic to the arterials and also the need to address the need for the motor officers.

Chairman Showalter noted that speed tables can be designed for different speeds and well within the range for emergency response vehicles to respond. He added that all streets in old town should have a minimum of asphalt curbs, which would also slow the people down.

Commission Member Hoffman recommended speed tables test area on a section of Vine and Crestview.

M/S Hoffman/Turpin to recommend a speed table test area on a section of Vine and Crestview. The motion was carried by the following roll call vote:

AYES:	GREGORY, HOFFMAN, MAURO, SHOWALTER, TURPIN, WALKER
NOES:	NONE
ABSENT:	BURTT
ABSTAIN:	NONE

9. CONTINUED DISCUSSION ITEMS: **None**

10. VERBAL UPDATES: STREETS – TRAILS – UTILITIES:

Public Works Director Askew provided updates regarding the following:

- Waste Management Contract
- Reservoir No. 8 on Bluff Street
- 2013/2014 Equestrian Trail Fencing Project at Various Locations
- Request for Proposals for the Bluff Street Water Line Project
- Speed Survey
- Cooperative Funding agreement with Corona for Traffic Signal at Parkridge Avenue, Lincoln Avenue and First Street
- CIP Budget
- Construction on Hamner Avenue – north of the Santa Ana River
- Construction on Master Drainage Plan – Seventh Street, Hillside Avenue and Center Avenue
- Master Drainage Plan - Temescal Avenue and Wrangler Way; Kingman Drive
- Third Street Flood Control Project

11. COMMISSION REPORTS/REQUESTS FOR FUTURE AGENDA ITEMS:

a. Oral reports from City Committees Commission Members serve on.

Commission Member Turpin:

- Commented on the hot water coming from Reservoir No. 4.

Commission Member Gregory:

- Reported that speed limit signs on southbound Hidden Valley Pkwy have been stolen and there are major speeding problems.
- Commented on the fading of "no parking on horse trail" signs.
- Noted the lack of street sweeping in the Norco hills for over a year.
- Commented on an incident on a private street where residents slurried into the City street.
- Commented on the solar blinking stop signs used in the City of Buena Park.

Commission Member Hoffman:

- Thanked Public Works Director Askew and staff for helping with the cleanup in June.
- Commented on the need to post "no parking" signs on Sixth Street from Crestview Avenue up to the Animal Shelter.
- Asked if the City has planned for the loss of crews that maintain the trails.
- Commented on the recent power outage, noting the critical poles in Norco that need to be protected with bollards.
- Commented on the need to incorporate yield signs on the trails.
- Commented on the need to use the speed monitor device in the City.

Vice-Chairman Walker:

- Asked what the procedure is to get trail fence repaired or replaced.

Commission Member Mauro:

- Commented on the number of horse trails along the Santa Ana River bottom and the availability of a map of the trails.
- Noted the problem with flooding that needs to be addressed on Crestview.
- Commented on the Water Quality Report, noting his concerns regarding contaminated air/water. He further commented on his displeasure with the Water Quality Report no longer coming before the Commission.

- b. Request for Items on Future Agenda (within the purview of the Commission and requires a majority vote of the Commission).

M/S Mauro>Showalter to agendize an ADA study on the trails in the City. The motion was carried by the following roll call vote:

AYES: GREGORY, MAURO, SHOWALTER, TURPIN, WALKER
NOES: HOFFMAN
ABSENT: BURTT
ABSTAIN: NONE

12. **ADJOURNMENT: M/S Turpin/Hoffman to adjourn the meeting. There being no further business to come before the Streets, Trails and Utilities Commission, Chairman Showalter adjourned the meeting at 9:52 p.m.**

Lori J. Askew
Director of Public Works

/bj

CITY OF NORCO STAFF REPORT

TO: Streets, Trails and Utilities Commission

FROM: Lori J. Askew, Public Works Director

DATE: October 7, 2013

SUBJECT: Discussion of Site Plan 2013-17 (Omni Norco, LLC)

RECOMMENDATION: That the Commission makes recommendation to the Planning Commission regarding the proposed site development.

SUMMARY: A 50,000 square foot office building is being proposed at the northwest corner of Cota Street (vacated) and Parkridge Avenue.

BACKGROUND/ANALYSIS: On August 21, 2013 City Council approved the vacation of Cota Street between Hamner Avenue and Parkridge Avenue. Local Agency Formation Commission (LAFCO) approved the Reorganization to Include Detachment from the City of Norco and Annexation 115 to the City of Corona (Cota St.) and the Certificate of Completion was recorded with the County Recorder on September 12, 2013.

Site Plan 2013-17 has been submitted to the Planning Department with review by the Planning Commission scheduled for October 9, 2013.

The proposed site plan is for a 50,000 square foot office building located on approximately 4.64 acres of vacant property covering 3 parcels of land. The property has approximately 138 feet of frontage along Hamner Avenue and approximately 331 feet of frontage along Parkridge Avenue. Parkridge and Hamner Avenue are to be improved to their ultimate width along the project boundary. Access to the development will be through two entrances located on Parkridge Avenue and an employee only entrance on Hamner Avenue which will be right-in, right-out/left in only.

A Traffic Impact Analysis Report has been provided to the Engineering Division for the City Engineer to review. The report included anticipated traffic from two large developments proposed near this project. In addition, five intersections around the proposed development were reviewed. Existing and proposed Level of Service (LOS) for 4 of the 5 intersections operate at acceptable LOS A or B. The intersection of Parkridge Avenue and Lincoln Avenue/First Street will continue to operate at an unacceptable LOS E or F whether or not the development is constructed. However, a joint funded project by the City of Corona and Norco will have a traffic signal installed at Parkridge Avenue and Lincoln Avenue/First Street which will improve the LOS to an acceptable level. This project has been bid through the City of Corona and will be under construction shortly.

The traffic analyses also takes into consideration the request of the developer to make the stop condition at the westerly driveway onto Parkridge Avenue a one-way stop, meaning Parkridge Avenue traffic does not stop; and the easterly driveway from the development onto Parkridge Avenue be a two-way stop condition – Cota Street and the driveway will stop but Parkridge

Avenue traffic does not.

The proposed development includes construction of a new 8 inch domestic water line which will be located within an easement dedicated to the City of Norco. This waterline will replace a 20 year old waterline that would be approximately 12 feet deep once the new grades for the parking lot are established.

A new 8 inch sanitary sewer line will also be installed as part of this development and extended to Hamner Avenue with construction of new sanitary sewer manholes in Hamner Avenue.

No pedestrian-equestrian improvements are planned for this development as no trails exist in this area.

Staff is looking for comment on the site plan as it relates to the stop conditions at the proposed driveways on Parkridge Avenue, the driveway on Hamner Avenue and the proposed utilities for the development.

FINANCIAL IMPACT: N/A.

Attachement: Site Plan 2013-17

/lja

CITY OF NORCO STAFF REPORT

TO: Streets, Trails and Utilities Commission

FROM: Lori J. Askew, Public Works Director

DATE: October 7, 2013

SUBJECT: Discussion of a Proposed Subdivision Map on Valley View Avenue (Lewis Operating Corp.)

RECOMMENDATION: That the Commission makes recommendation to the Planning Commission regarding the proposed Subdivision Map on Valley View Avenue.

SUMMARY: Lewis Operating Corporation is proposing to subdivide 4.39 acres located on the west side of Valley View Avenue, north of Fifth Street into 6 residential lots.

BACKGROUND/ANALYSIS: Staff has reviewed and commented on a proposed subdivision map submitted by Lewis Operating Corporation which would subdivide two parcels located on the west side of Valley View Avenue, north of Fifth Street, containing 4.39 acres into 6 residential parcels. The existing parcel that fronts Valley View Avenue has an existing house and garage on it that will remain. The subdivision also proposes a 60 foot wide street to City Standards terminating with a cul-de-sac. Staff is recommending that the pedestrian-equestrian trail be incorporated on only one side of the street and to locate it on the off side of the street from the houses.

The proposed project will be conditioned to construct typical City utilities such as water, sewer and storm drain improvements in addition to the street improvements along Valley View Avenue fronting the subdivision. Staff is also recommending a street light at the intersection of the new street with Valley View Avenue and at the end of the cul-de-sac.

Staff is looking for comment on the proposed subdivision map as it relates to Streets, Trails and Utilities Commission purview.

FINANCIAL IMPACT: N/A.

Attachments: Subdivision Map
/lja

