



AGENDA
CITY OF NORCO
STREETS, TRAILS AND UTILITIES COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBERS – 2820 CLARK AVENUE
DECEMBER 2, 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. October 7, 2013
8. NEW DISCUSSION ITEMS:
 - A. Discussion of Alternative Trail Material and Test Area at 350 Oldenburg Lane
 - B. Discussion of Installation of Sidewalks within Street Right of Way
 - C. Discussion of Installation of Stop Signs at Valley View Avenue and Willow Drive
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
OCTOBER 7, 2013

1. CALL TO ORDER: 7:00 P.M.
2. ROLL CALL: **Chair Showalter, Commission Members Hoffman, Mauro, Turpin and Walker; Vice Chair Gregory and Commission Member Burt** absent
3. STAFF PRESENT: **Public Works Director Askew, Public Works Superintendent Piorkowski and Engineering Assistant Dahl**
4. PLEDGE OF ALLEGIANCE: **Commission Member Hoffman**
5. PUBLIC COMMENTS OR QUESTIONS:

Ray McCormick: Mr. McCormick stated his concerns with parking issues on Stallion Drive by college students. He suggested permit parking for Stallion Drive and Belgian Drive.

Glenn Hedges: Mr. Hedges, on behalf of the Norco Horsemen's Association, requested an update on the 2013 NHA Trail Improvement List previously provided to council. Director Askew addressed the request and directed Mr. Hedges to contact her office during regular business hours.

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. Minutes of Regular Meeting on August 5, 2013 **Recommended Action: Approval** (Engineering Assistant Dahl)

M/S Hoffman/Mauro to approve the minutes of Streets, Trails and Utilities Commission Regular Meeting of August 5, 2013, as written.

AYES: SHOWALTER, HOFFMAN, MAURO, TURPIN, WALKER

NOES: NONE

ABSENT: GREGORY, BURTT

8. NEW DISCUSSION ITEMS:
 - A. Discussion of Site Plan 2013-17 (Omni Norco, LLC) **Recommended Action: Provide recommendation on the stop conditions at the proposed entrances/exits and the proposed utilities associated with the project.**

Public Works Director Askew presented the staff report on file in the Public Works/Engineering Division.

Commission Member Walker inquired whether a traffic signal is proposed and how many employees there will be.

Director Askew noted that the plan provided is conceptual. There is no traffic signal associated with this project. The City of Corona will be installing an unrelated traffic signal at First Street, Lincoln Avenue and Parkridge Avenue and noted that the traffic analysis recommends that traffic on Parkridge Avenue be free flowing in front of the project.

Kip Dubbs, representing Omni Norco, LLC: Mr. Dubbs commented that there will be 200 staff members at this facility. He stated that the Hamner Avenue entrance/exit will be a right in/right out only and will be gated with turn-around access.

Commission Member Walker commented that the plan looks satisfactory and that she approves of it.

Commission Member Hoffman stated his concern about the traffic along Hamner Avenue. He commented that he is not in favor of a left in/out of the property into Hamner Avenue and suggested a right in/right out only for the Hamner Avenue driveway. He stated that he is not in favor of the removal of the 3-way stop at Parkridge Avenue and Cota Street due to traffic exiting from the existing shopping center.

Director Askew noted that the developer will be required to do public improvements fronting the property allowing for a right turn only lane from Hamner Avenue onto the property.

Commission Member Turpin commented on the sewer connection and the drainage of the property; adding that he does not approve of a left turn onto the property from Hamner Avenue but would like to see the right turn only lane mentioned.

Chair Showalter commented on the grade along Parkridge Avenue and noted that it would need to be addressed due to visibility. He confirmed with Director Askew that full public improvements will be done on Parkridge Avenue also. He noted that there needs to be a minimum of a 3-way stop due to exiting traffic from the existing shopping center and further commented that he would also support no left turn in/out of property and agreed with the right in/right out from Hamner Avenue.

M/S Hoffmann/Showalter to Planning Commission for further review and recommend no left turn in/out of the property from Hamner Avenue; right in/right out only onto Hamner Avenue; and a 4-way stop at Cota Street and Parkridge Avenue.

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

- B. Discussion of a Proposed Subdivision Map on Valley View Avenue (Lewis Operating Corporation) **Recommended Action: Provide recommendation to the Planning Commission regarding the proposed Subdivision Map on Valley View Avenue.**

Public Works Director Askew presented the staff report on file in the Public Works/Engineering Division. This project has not officially been submitted to the Planning Commission.

Chair Showalter invited the appearance of those wishing to speak.

Greg Newton: Mr. Newton noted his support of the circulation element stating trail should be on both sides of a cul-de-sac. He stated his concerns on the responsibility of the maintenance of the trail and access to the primary animal keeping area for the lot at the end of the cul-de-sac.

Glenn Hedges: Mr. Hedges stated his support of the trail being on both sides of the street and suggested openings in the fencing for accessibility.

Chair Showalter brought the discussion back to the Commission.

Commission Member Turpin stated his concern that the lots are under a half acre. Director Askew noted that the lots do meet the 20,000 square foot minimum requirement. He agreed with prior comments regarding the trail only being on one side of the street and confirmed with Director Askew that the street will be City maintained.

Commission Member Hoffman stated his concern with the aesthetics of the street. He noted that he is in favor of the trail being on the homeowner side in order for the trail to be maintained.

Commission Member Walker noted that she agrees that the trail should be on the homeowner side. She recommended that the developer include a wall for privacy on the north side of the properties.

Commission Member Mauro stated his concerns that the development meets the ADA requirements.

Chair Showalter stated that he favors the trail being on one side of the street due to the maintenance expense and would like to see breaks within the fencing for accessibility if it were to remain on the north side of the street. He would like to see street improvements on Valley View Avenue including asphalt curb to direct water flow to the existing storm drain on Valley View Avenue. He noted that he supports the proposed street lights and suggested that they should be a dim light that will be visible in the fog.

Director Askew commented that per the municipal code, the City can only condition street improvements fronting the development.

Commission Member Turpin inquired whether there will be a storm drain within the development.

Brian Goodwin, representing Lewis Operating Corporation, noted the storm drain is proposed at the end of the cul-de-sac and will connect to the channel to the north.

Director Askew noted that the natural flow of the properties is to the west. They will be proposing to attach to the existing easement in Mulberry Lane in order to drain to the North Norco Channel.

Discussion continued.

Chair Showalter suggested a sidewalk on the north side of the property inquired about putting a sidewalk on the non-trail side

M/S Hoffmann/Walker to recommend the trail be on the south side of the street fronting the properties with a privacy barrier placed on the north side of the street.

AYES: HOFFMAN, TURPIN, WALKER

NOES: SHOWALTER, MAURO

ABSENT: BURTT, GREGORY

ABSTAIN: NONE

M/S Hoffman/Walker to recommend all properties drain toward the front of the properties and to the west towards the Norco Channel.

AYES: HOFFMAN, SHOWALTER, TURPIN, WALKER

NOES: MAURO

ABSENT: BURTT, GREGORY

ABSTAIN: NONE

M/S Showalter/Hoffman to recommend street improvements be made fronting the entire length of the project on Valley View Avenue including asphalt curb and gutter directing water flow to the existing storm drain if possible.

AYES: HOFFMAN, MAURO, SHOWALTER, TURPIN, WALKER

NOES: NONE

ABSENT: BURTT, GREGORY

ABSTAIN: NONE

9. CONTINUED DISCUSSION ITEMS: **NONE**

10. VERBAL UPDATES: STREETS – TRAILS – UTILITIES:

Director Askew provided updates regarding the following:

- Waste Management Workshop Presentation
- Reservoir No. 8 – currently under design
- Bluff Street and Western Avenue Waterline Project to be awarded to RKA & Associates at October 16, 2013 City Council meeting
- Hamner Avenue Widening Project
- Norco MDP N-1A, N-1B and N-1E Storm Drain Line
- Kingman Drive; Temescal Avenue and Wrangler Way – Upcoming storm drain projects
- ADA Issue/Risk Management

- Third Street between Valley View Avenue and Temescal Avenue – Street/Storm Drain Improvements
- Crestview Drive/Mount Rushmore Drive Storm Drain – Riverside County Flood Control & Water Conservation District

11. COMMISSION REPORTS/REQUESTS FOR FUTURE AGENDA ITEMS:

A. Oral reports from Committees that Commission Members serve on: **NONE**

Commission Member Walker thanked the Public Works Department for the replacement of fencing on Western Avenue and for the trimming of the trees. She also complimented Valley Cities Fencing for their work.

Commission Member Hoffman submitted information to Director **Askew** regarding grant money available for ADA compliance in trails and information on trail material. He also inquired about trail improvements on Bluff Street between Vine Street and River Road.

Discussion continued regarding future trail improvements on Bluff Street between Vine Street and River Road.

Commission Member Turpin commented on the bike lane on Corydon Avenue. He confirmed that the project was grant funded and the funds will only go towards the upkeep of the bike lane.

Discussion continued regarding the bike lane and the restroom added on Corydon Avenue by the Parks and Recreation Department.

B. Request for Items on Future Agenda (within the purview of the Commission and requires a majority vote of the Commission): **NONE**

12. ADJOURNMENT: Chair **Showalter** adjourned the meeting at **9:10 P.M.**

Lori J. Askew
Director of Public Works

/srd

CITY OF NORCO STAFF REPORT

TO: Streets, Trails and Utilities Commission

FROM: Lori J. Askew, Public Works Director

DATE: December 2, 2013

SUBJECT: Discussion Regarding Alternative Trail Material and Test Area at 350 Oldenburg Lane

RECOMMENDATION: That the Commission makes recommendation as to consider the rubberized pavers for alternative trail material and use the current application as a test area for further consideration of the product and recommend approval by the City Council.

SUMMARY: Staff is being requested by the homeowner to accept the rubberized pavers as an alternative trail material.

BACKGROUND/ANALYSIS: On October 2, 2013, Code Enforcement for the City of Norco responded to a complaint regarding illegal material in the trail at the above address. As a result of the inspection, Code Enforcement issued a "Courtesy Notice – Correction Needed" to the owner of 350 Oldenburg Lane to remove paver material from the horse trail. The notice listed a violation of Norco Municipal Code Section 18.28.16 and gave 5 days to contact Code Enforcement to resolve the issue. On October 9, 2013, Code Enforcement sent a letter to the property owner detailing NMC Section 18.28.16 and the reason the property was in violation of this section and gave 10 days to correct the violation, i.e., removal of the material from the trail.

On October 10, 2013, Code Enforcement received a letter from an attorney retained by the property owner of 350 Oldenburg Lane. The letter requested withdrawal of the notice of violation for the reason that the pavers installed by the resident were not in violation of NMC Section 18.28.16 since the pavers were made from a porous material. The pavers are made from a process utilizing 100% recycled rubber. A copy of the letter was forwarded to the Director of Public Works.

On October 15, 2013, the Director of Public Works responded to the attorney of the above mentioned letter. The response letter did not address the issue of the porosity of the paver material but the violation of the NMC Chapter 12.08.020 for constructing improvements within the City right of way without first obtaining an encroachment permit. Following receipt of this letter, the attorney contacted staff to petition for acceptance of the pavers as an alternative material to be used within the Pedestrian – Equestrian Zone in driveway applications. Staff agreed to look into the product and requested of the resident to supply a sample of the product, manufacturer's installation specifications and confirmation from a licensed contractor that the product was installed per manufacturer's specification. Staff also agreed to present the product to the Streets, Trails and Utilities Commission if these items were submitted and if staff research provided information that the product was a viable alternative trail material.

The resident has supplied the information requested by staff. Staff reviewed information

provided on the manufacturer's website and contacted the distributor of the product to obtain additional information regarding the product. Highlights of the product:

- Manufacturing process employs Green Technology by utilizing 100% recycled rubber commonly created by scrap tire recycling;
- Pavers have been used extensively in equestrian application;
- Pavers are extremely durable and highly slip resistant;
- Pavers meet the requirements of ASTM F-1292-04, Standard Specification for Impact Attenuation.

Staff has viewed the product in its current application and finds it to be an attractive product that resembles the look of concrete pavers. Since minimal knowledge is known about the product, the current application could be used as a test area.

Staff is looking for recommendation on whether to consider the rubber pavers as an alternative trail material and use the current application as a test for further consideration of the product.

FINANCIAL IMPACT: N/A.

Attachments: Copy of Citations
Correspondence between City and Garrell Law
Manufacturer's Information

/lja

CITY OF NORCO STAFF REPORT

TO: Streets, Trails and Utilities Commission

FROM: Lori J. Askew, Public Works Director

DATE: December 2, 2013

SUBJECT: Discussion Regarding the Installation of Sidewalks within Street Right-of-Way

RECOMMENDATION: That the Commission receive and file the report.

SUMMARY: Staff was requested to agendize an ADA study on the trail system.

BACKGROUND/ANALYSIS: At the August 5, 2013 Streets, Trails and Utilities Commission meeting, it was voted 5-1-1 to agendize a study on Americans with Disabilities Act (ADA) requirements on the City's trail system.

To date, staff has spoken with the City Attorney, a representative from the City's Joint Risk Management Pool and an ADA specialist that consults with the Risk Management Pool, to understand the intent and requirements of ADA. Extensive research on the internet regarding this subject has also been done.

The Americans with Disabilities Act of 1990 (ADA) is a law that was enacted by the U.S. Congress in 1990. ADA is a wide-ranging civil rights law that prohibits, under certain circumstances, discrimination based on disability. Disability is defined by the ADA as "a physical or mental impairment that substantially limits a major life activity". Title II of ADA applies to the operations of State and local governments. It covers programs, activities, and services of public entities.

Title II is divided into two subtitles. Subtitle A is implemented by the Department of Justice and is intended to protect qualified individuals with disabilities from discrimination on the basis of disability in services, programs, or activities, i.e., public education, employment, voting, etc. Subtitle B, covering public transportation is regulated by the Department of Transportation and is intended to clarify for public transportation entities that receive Federal financial assistance and extends its coverage to all public entities that provide public transportation, i.e., city buses and public rail transit. Examples of responsibilities would be accessible rest areas on interstate highways, and pedestrian overpasses/underpasses constructed with Federal financial assistance.

The ADA requirement for newly constructed or altered streets, roads and highways must contain curb ramps or other sloped areas at any intersection having curbs or other barriers to entry from a street level pedestrian walkway; and newly constructed or altered street level pedestrian walkways must contain curb ramps or other sloped areas at intersections to streets, roads, or highways. However, the ADA does not require installation of ramps or curb ramps in the absence of a pedestrian walkway with a prepared surface for pedestrian use. Nor are curb ramps required in the absence of a curb, elevation, or other barrier between the street and the

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walkway.

What this means is that when a road is built or altered, there is no requirement to build a sidewalk. However, if a sidewalk is built, it needs to conform to ADA standards. Since the pedestrian/equestrian trail is not exclusive to pedestrians it does not fall into this requirement. The City of Norco does not have in its general plan, the construction of sidewalks adjacent to most classifications of streets. Only Major Arterial such as River Road and Urban Arterial such as Hamner Avenue have the inclusion of sidewalks in the typical section.

ADA also has a provision that Public entities are not required to take actions that would result in undue financial and administrative burdens. Public entities are required to make reasonable modifications to policies, practices, and procedures where necessary to avoid discrimination, unless they can demonstrate that doing so would fundamentally alter the nature of the service, program, or activity being provided.

Staff is recommending that the Commission receive and file this report.

FINANCIAL IMPACT: N/A.

/lja

CITY OF NORCO STAFF REPORT

TO: Streets, Trails and Utilities Commission

FROM: Lori J. Askew, Public Works Director

DATE: December 2, 2013

SUBJECT: Discussion Regarding the Installation of Stop Signs at Valley View Avenue and Willow Drive

RECOMMENDATION: That the Commission **makes** recommendation to City Council regarding the installation of stop signs at this intersection.

SUMMARY: Staff has been requested by various Council members to install STOP signs at the intersection of Valley View Avenue and Willow Drive. A STOP sign currently exists on Willow Drive at its intersection with Valley View Avenue.

BACKGROUND/ANALYSIS: California has adopted its own version of the Federal Highway Administration's Manual on Uniform Traffic Control Devices. Staff follows the guidelines within California's MUTCD 2012 Edition (current edition) when determining signage requirements on its streets. Chapter 2B of the MUTCD covers application, design and size of all Regulatory Signs.

The intersection of Valley View Avenue and Willow Drive currently has a STOP sign on Willow Drive. This condition falls within Section 2B.04 "Right-of-Way at Intersections" which first stipulates laws written in accordance with the Uniform Vehicle Code to establish the right-of-way rule at intersections having no regulatory traffic control signs. However, the right-of-way can be modified at through streets by placing a STOP sign on one or more approaches. The guidance criteria followed to install the existing STOP sign at this location is:

- A. An intersection of less important road with a main road where application of the normal right-of-way rule would not be expected to provide reasonable compliance with the law; and
- B. A street entering a designated through highway or street.

Guidance criteria in this section advises that STOP signs should not be used for speed control.

Staff is now being requested to install STOP signs on both legs of Valley View Avenue at Willow Drive making it a 3-way STOP condition. This condition falls within Section 2B.07 "Multi-Way Stop Applications" which has the following Guidance criteria:

Multi-way stop control can be useful as a safety measure at intersections if certain traffic conditions exist. Safety concerns associated with multi-way stops include pedestrians, bicyclists, and all road users expecting other road users to stop. Multi-way stop control is used where the volume of traffic on the intersecting roads is approximately equal.

The decision to install multi-way stop control should be based on an engineering study. The following criteria should be considered in the engineering study:

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- A) Where traffic control signals are justified, the multi-way stop is an interim measure that can be installed quickly to control traffic while arrangements are being made for the installation of the traffic control signal;
- B) Five or more reported crashes in a 12-month period that are susceptible to correction by a multi-way stop installation;
- C) Minimum volumes:
 - 1) The vehicular volume entering the intersection from the major street approaches (total of both approaches) averages at least 300 vehicles per hour for any 8 hours of an average day; and
 - 2) The combined vehicular, pedestrian, and bicycle volume entering the intersection from the minor street approaches (total of both approaches) averages at least 200 units per hour for the same 8 hours, with an average delay to minor-street vehicular traffic of at least 30 seconds per vehicle during the highest hour; but
 - 3) If the 85th-percentile approach speed of the major-street traffic exceeds 40 mph, the minimum vehicular volume warrants are 70 percent of the values provided in Items 1 and 2.
- D) Where no single criterion is satisfied, but where Criteria B, C.1, and C.2 are all satisfied to 80 percent of the minimum values, Criterion C.3 is excluded from this condition..

The accident history on Valley View Avenue between Second and Third Street is reported as two accidents from January 2010 to November 2013. The Traffic Volume report does not indicate an average of at least 300 vehicles per hour for any 8 hours and at no time is the traffic from the minor street (Willow Drive) averaging at least 200 units. However, data from the Engineering and Traffic Survey prepared by Albert Grover and Associates, dated July 2013, indicates the 85th-percentile speed on Valley View Avenue is 41 mph. This would drop the minimum vehicular volumes listed in C.1 and C.2 to 210 and 140, respectively. With this reduction in vehicular volume criteria there is 12 hours of at least 210 vehicles approaching the intersection. The volume on Willow Drive however remains under the 140 threshold.

Staff is looking for recommendation on whether to consider installation of additional STOP signs on Valley View Avenue at the intersection with Willow Drive to create a 3-way STOP condition.

Attachments: Map of Intersection
Traffic Volume Report
Speed Zone Spot Speed Survey Data Sheet for Valley View Avenue
Pages 126, 134-137 of California MUTCD

/lja