



CITY of NORCO

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October 20, 2005

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OCT 26 2005
DIV. OF HOUSING
POLICY DEVELOPMENT HCD

Department Of Housing and Community Development
P O Box 952053
Sacramento, Ca 94252-2053

Enclosed please find the City of Norco's Annual Report for 2004. A copy was forwarded to the State Clearinghouse on October 4, 2005.

Sincerely,

James E. Daniels
Director of Community Development

/sd-58639
Enclosure: One copy

CITY COUNCIL

HERB HIGGINS
Mayor

KATHY AZEVEDO
Mayor Pro Tem

HAL CLARK
Council Member

FRANK HALL
Council Member

HARVEY SULLIVAN
Council Member

Planning Division



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DIV. OF HOUSING
POLICY DEVELOPMENT HCD

Annual Report

2004

City of Norco

2870 Clark Avenue
Norco, CA 92860

City Council

Herb Higgins, Mayor
Kathy Azevedo, Mayor Pro Tem
Hal Clark, Council Member
Frank Hall, Council Member
Harvey Sullivan, Council Member

Planning Commission

January – June 2004

Greg Newton, Chair
Robert Wright, Vice Chair
Wayne Hinson, Commissioner
Paul Ryan, Commissioner
James Wilson, Commissioner

July – December 2004

Greg Newton, Chair
Robert Wright, Vice Chair
Phil Jaffarian, Commissioner
Jim Mercer, Commissioner (Oct.)
Jim Wilson, Commissioner

Planning Department/Division

James E. Daniels, Community Development Director
Steve King, Senior Planner
Alma Robles, Associate Planner
Michelle Weaver, Assistant Planner
Susan Dvorak, Executive Secretary



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PLANNING DIVISION ACTIVITIES

The City of Norco Planning Division's Annual Report outlines the activities of the Division from January 2004 through December 2004.

The Planning Division has a total of four staff persons, headed by the Community & Development Director. Staff includes three planners (one senior planner, one associate planner and one assistant planner) and an executive secretary.

The Planning Division is broken down into two divisions, current and advanced planning. The Planning Division deals with technical and aesthetic issues as they relate to land use, environmental concerns, and zoning. All planning projects and cases are reviewed and approved in compliance with the City's Zoning Code and the General Plan.

Current Planning

Activities of current planning include a busy schedule, and a great deal of interaction with the general public. Duties include:

- ◆ Administrating the City's Zoning Ordinances, regulations, policies, and codes;
- ◆ Processing planning applications and preparing reports for review by the Streets and Trails Commission, Planning Commission, and City Council;
- ◆ Environmental review of projects;
- ◆ Plan checking of projects as they relate to zoning and land use for compliance with the standards of the City's Zoning Ordinances;
- ◆ Responding to numerous telephone calls and inquires both in writing, at the public counter, and via email regarding zoning and land use issues;
- ◆ Code enforcement assistance in order to facilitate compliance with the zoning code;
- ◆ Field inspections of existing and proposed sites for final occupancy and other planning issues;
- ◆ Business license review for new and existing businesses in the City; and
- ◆ Manage all aspects of commercial vehicle parking exemption permits: issuance, tracking, renewal, and termination.

Advanced Planning

The activities of advance planning include: research, data analysis, and report writing of federal, state, and local mandated documents required of city government for legislative review and compliance. These types of documents generally require a great deal of staff time and many hours of preparation. In addition, some documents are required to be reviewed and updated on an annual basis. The General Plan was the largest state-mandated document worked on in 2004.

Other documents are prepared in an effort to seek funding from various federal, state, and/or local agencies for an array of land use projects. Additionally, updates and amendments to the Norco's Zoning Code, Municipal Code, and Norco's California Environmental Quality Act Guidelines are prepared. Other reports are prepared under separate cover to reflect new and/or required legislation, and lastly, projects processed/prepared under advance planning also require environmental review.

Advanced planning is responsible for handling projects that require extensive community input and interaction. For example, advance planning writes bi-monthly staff reports to the City Council regarding the State of California Department of Toxic Substances Control up date on the Wyle Laboratory site, and attends the Wyle Laboratory Community Advisory Group meetings as a City representative. Advanced planning also represents staff on the Beautification Committee. The Beautification Committee strives to recognize property owners (both business and residential) who improve their property in an aesthetically pleasing manner.

In an effort to streamline the division and improve efficiency and service to the public, our advanced planning staff is also trained and capable to assist in current planning activities as time permits and on an as-needed basis.

PLANNING PROJECTS FOR 2004

General Plan

The City of Norco is in the process of comprehensively updating its General Plan. Although there were no elements completed in 2004, staff worked on mandatory elements of the required document that will be completed in the future. The following is a list of the elements that will be included in the City's General Plan and their most recent and expected completion year:

- ◆ Circulation (completed – 2000)
- ◆ Housing (completed – 2000, will be updated in 2006)
- ◆ Land Use (completed – 2001, will be updated in 2006)
- ◆ Conservation (completed – 2002)
- ◆ Noise (completed – 2003)

- ◆ Safety (expected to be completed in 2006)
- ◆ Open Space/Parks and Recreation (expected to be completed in 2006)

Administrative Cases

The following table indicates the number of applications reviewed in-house administratively. Generally, administrative cases are not reviewed by the Planning Commission or City Council unless appealed, or under special circumstances.

As can be seen in Table 1, the processing of administrative cases plays a major role in the daily activities of the Planning Division. From the administrative cases reported, building permit reviews continue to be at the top of administrative cases reviewed by the Department. Building permits for new commercial development (after review and approval by the Planning Commission or City Council), new homes, room additions, residential pools, accessory structures, fencing etc., are reviewed for zoning compliance and consistency with Planning Commission conditions of approval, if applicable.

Table 1
Administrative Cases

CASES	2000	2001	2002	2003	2004
Special Event Permits	90	65	67	78	100
Building Permit Reviews	1766	1730	1512	2115	2793
Certificate of Occupancy Reviews	102	182	73	81	82
Sign Reviews	29	20	37	35	25
Business License Reviews	N/A	N/A	N/A	166	417
Large Family Day Care	N/A	N/A	N/A	N/A	N/A
TOTAL	1987	1997	1689	2475	3417

Planning Cases

Calendar Year 2004 was the busiest year on record when you combine the administrative cases from Table 1, and the Planning Commission cases from Table 2.

This can be attributed to the booming Inland Empire growth as housing and business developments are on the rise.

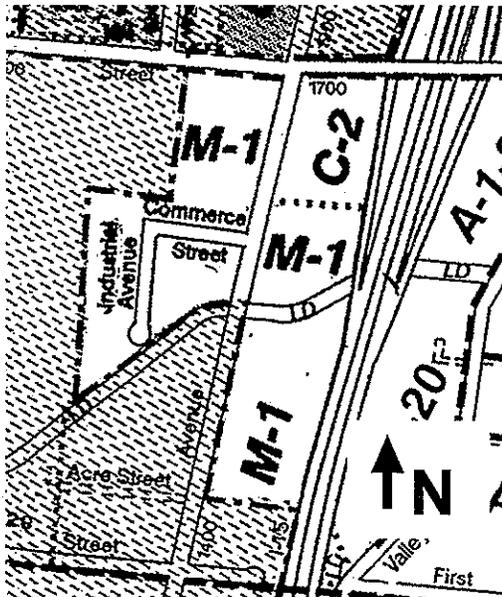
The Planning Division processed a total of 59 Planning Commission cases for 2004. Items that went to the Planning Commission included variances, conditional use permits, general plan amendments, tentative tract and parcel maps, site plan reviews, zone changes, and zone code amendments.

Table 2
Planning Commission Cases

CASES	2000	2001	2002	2003	2004
Variances	15	20	17	8	6
Conditional Use Permits:					
New applications	21	18	18	20	15
Modifications	1	0	2	2	1
General Plan Amendments	4	2	4	4	2
Tentative Parcel Maps	2	3	6	5	5
Special Sign Permits	1	3	0	1	4
Special Use Permit		1	0	0	0
Site Plan Reviews:					
New Applications	21	8	11	20	18
Modifications	0	1	1	2	1
Specific Plans	2	1	0	3	0
Tentative Tract Maps	2	2	1	6	0
Zone Changes	2	2	4	3	2
Zone Code Amendments	6	5	5	4	5
Annexations	1	0	1	0	0
TOTAL	78	66	70	78	59

◆ General Plan Amendments, Zone Changes and Annexations

There were two zone changes (ZC) and two general plan amendments (GPA) in 2004, compared to three zone changes and four general plan amendments in 2003. Below is a brief description of the general plan amendments/zone changes processed in 2004.



City. (Status - Denied)

General Plan Amendment 2004-01/ Zone Change 2004-01 (ref. Figure 1): This project consists of changing the General Plan land use designation from Industrial to Commercial Community, and to change the zoning designation from M-1 (Light Manufacturing) to C-3 (Heavy Commercial) between Second and First Streets along Hamner Avenue to improve consistency. (Status - Approved)

General Plan Amendment 2004-02/Zone Change 2004-02: This project consisted of a City-initiated amendment to change the General Plan land use designation from Hillside to Open Space, and to change the zoning designation from HS (Hillside Area) to OS (Open Space), for Hidden Valley Golf Course, located in the southeastern portion of the

◆ Zone Code Amendments (ZCA)

There were five zone code amendments processed in 2004, which was one more than the previous year. Zone code amendments are typically processed to reflect new legislation and to establish and/or update provisions and requirements for certain land uses and development standards. Below is a list of zone code amendments processed for 2004.

- ZCA 2004-01 (City of Norco): was approved to allow private garages in all residential zones as a permitted use, and the size to be regulated by lot coverage and other development regulations for each zone;
- ZCA 2004-02 (City of Norco): was reviewed but not approved to allow miniaturized pigs in the R-1 zone as a permitted use;
- ZCA 2004-03 (City of Norco): was reviewed but not approved to amend Chapter 18.02.04 entitled "Definitions," Section (50.2) "Miniaturized Pig" to revise the definition of a miniaturized pig increasing the weight limitation;

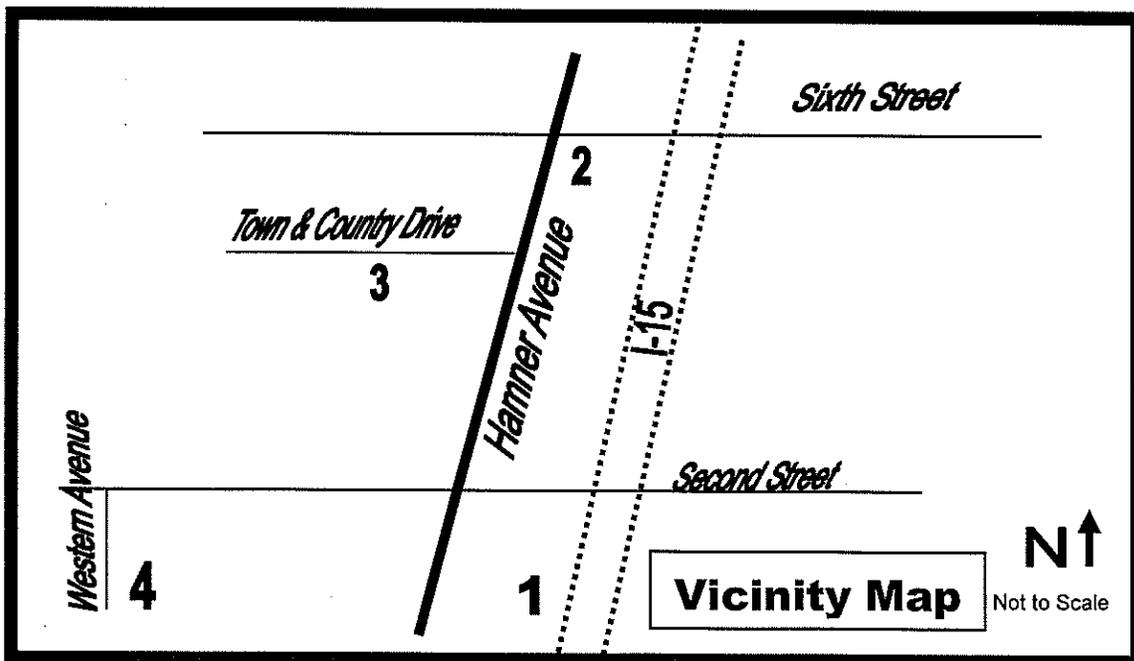
- ☑ ZCA 2004-04 (City of Norco): was approved to amend Chapter 18.37 to establish provisions for temporary sign regulations for sign twirlers; and
- ☑ ZCA 2004-05 (City of Norco): was reviewed but not approved to amend section 18.15.06 "Permitted Uses" to allow additional animal keeping in the R-1-10 zone with administrative approval of a minor site plan.

Staff Development

Due to budget restraints, staff did not attend any conferences, workshops, or other staff development opportunities during 2004.

Norco Developments

There were a number of plans reviewed for new development in 2004 in the City of Norco. The following are samples of the many projects that were either approved, completed, or under construction in 2004. Commercial development in the recent past has been mostly along Hamner Avenue, the City's main commercial strip. However, development has recently increased in the areas zoned for industrial (M-1 zone), and neighborhood commercial (i.e., Sixth Street). Below is a vicinity map and a brief description of some of the City's development projects for 2004.



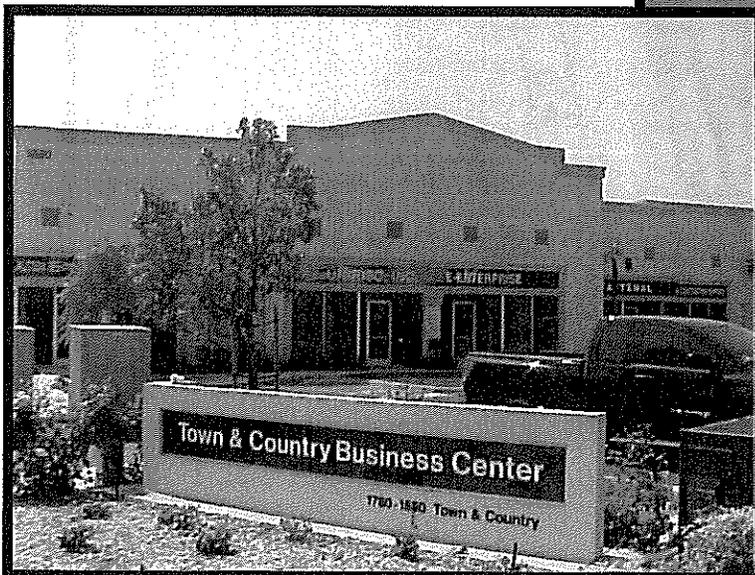


1. Polly's Pies

Polly's Pies Restaurant located at 1799 Hamner Avenue was a project approved in late 2003, under construction in 2004, and finalized in 2005. The restaurant consists of approximately 7,145 square feet. This family-run business is famous for their fresh-baked pies and bakery items.

2. Starbuck's Shopping

In March 2004, the Starbuck's Shopping Center was reviewed and approved by the Planning Commission. The project was approved to allow the development of a 12,512 square-foot retail/food court building with drive-thru on property located on the south east corner of Hamner Avenue and Sixth Street in the C-3 zone.



3. Stowe-Passco

The project consists of eight light industrial buildings ranging in size from 12,000 square feet to 21,824 square feet located on the south side of Town and Country Drive. The developer will sell several of the buildings and lease space in several others. The project was completed in late 2004.



4. New Beginnings Church

The New Beginnings Church facility began construction in 2004 and is expected to be completed in two phases.

Phase One consists of a 21,000 square-foot sanctuary and one permanent classroom. Phase Two consists of a second permanent classroom building and a 13,000 square-foot multi-purpose building.

Phase One was completed in 2005, and it is unclear when construction on Phase Two will begin.

BUILDING PERMIT ACTIVITY

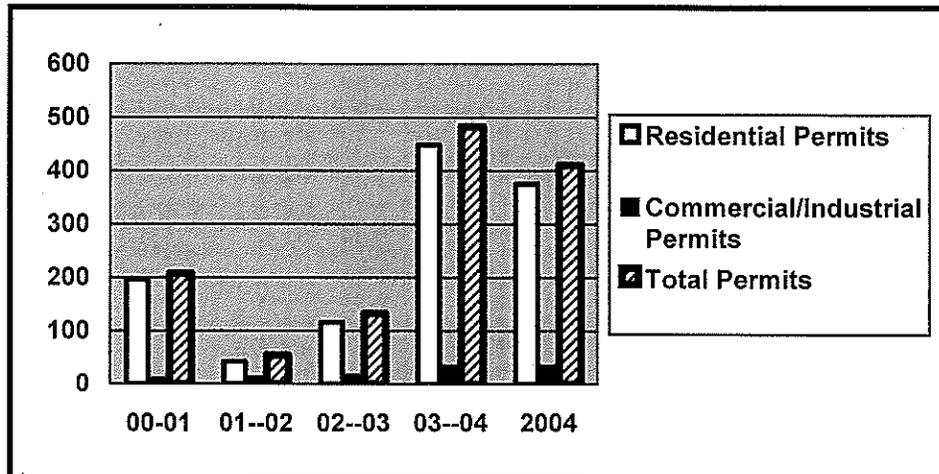
Calendar Year 2004 Activity

The following table indicates the number and value of building permits issued for new construction (not including additions or remodels) for fiscal years 2000 thru 2003, and calendar year 2004. In previous years, the Building Department has tracked activity based on fiscal years. However, beginning in 2004 the department will be tracking activity using the calendar year format.

**Table 3
Building Permits**

Year	Residential Permits		Commercial/Industrial Permits		Total Permits	
	Amount	Value	Amount	Value	Amount	Value
00-01	196	\$56,794,586	11	\$10,188,981	207	\$66,983,567
01-02	42	\$13,587,510	13	\$6,103,854	55	\$19,691,365
02-03	135	\$39,654,093	38	\$21,711,595	173	\$61,365,688
03-04	448	\$146,951,424	35	\$18,652,380	483	\$165,603,804
2004	375	\$117,718,415	35	\$16,853,806	410	\$134,572,221

Chart 1
Building Permit Chart



COMMUNITY TRENDS AND GROWTH

Commercial/Economic Development (Growth)

The City of Norco has neighborhood, general, and heavy commercial development throughout the City. However, the majority of commercial land is located on two commercial strips, Hamner Avenue and Sixth Street.

◆ Hamner Avenue

Hamner Avenue is the main commercial strip in the City. The Gateway Town Center, located on the east side of Hamner Avenue between First Street and Mountain Avenue, and the Norco Auto Mall, located on the east and west side of Hamner Avenue between Second and Third Street, are just a few of the examples of commercial development along Hamner Avenue.

Hamner Avenue has experienced major infrastructure and right-of-way improvements and new development has surfaced along this commercial corridor within the last five years. For 2004, many new businesses were either approved or relocated to Norco along Hamner Avenue. As with any other City, new businesses in the area are important as they provide services to the community and additional tax base.

In an effort to have orderly development along Hamner Avenue for the remaining vacant lots as well as the entire commercial strip, staff is working on the Hamner Avenue Corridor Study. The study will focus on architecture, land uses, and economic



development. Staff has completed the research for the study and will begin implementing the approved recommended changes in late 2005.

◆ **Sixth Street**

The commercial corridor along Sixth Street extends from the east side of the I-15 Freeway down to California Avenue. This commercial corridor has undergone several changes throughout the years in an effort to facilitate new development, and to assist the City in maintaining the "Old Town," western-style neighborhood commercial character of Sixth Street.

◆ **Residential**

The majority of residential development has been taking place towards the eastern portion of the City. In 2000, a specific plan was approved for residential development along the eastern hillside boundary of the City. The "Norco Ridge Ranch Specific Plan" consists of Tract Maps 29588 and 29589, approved for the development of 588 single-family homes on approximately 978 acres. The Norco Ridge Ranch was approved in 2000, grading began in 2001, and approval of all model home complexes within the Specific Plan were completed in 2003. Residential construction continued throughout 2004 and should be completed in early 2006. This eastern section of the City is characterized by its hillside setting, and residential development within this area is characterized as low-density equestrian homes with hillside views.

◆ **Industrial**

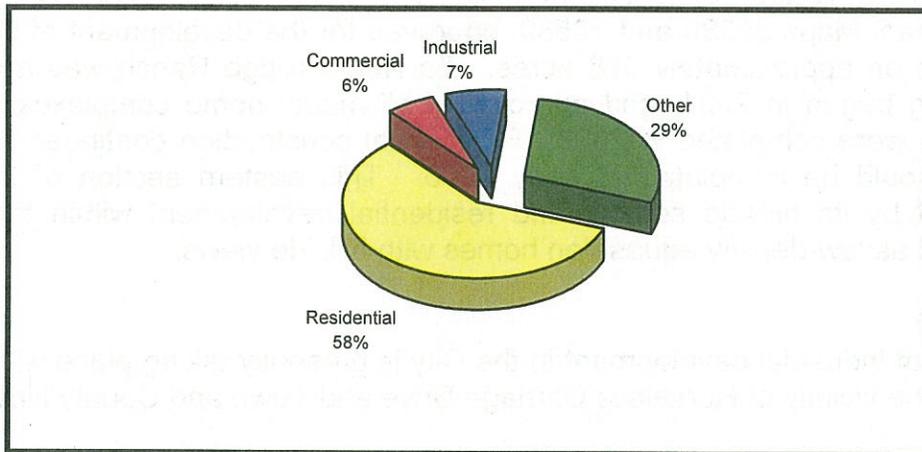
The majority of industrial development in the City is presently taking place within the M-1 zone near the vicinity of Horseless Carriage Drive and Town and County Drive.

In late 2003, Stowe-Passco began constructing an industrial project located on the south side of Town and Country Drive, south of the U.S. Post Office. The project consists of eight buildings ranging in size from 12,000 square feet to 21,824 square feet. The developer has sold several of the buildings and will lease space in several others. The project was completed in late 2004.

Rural Atmosphere (Zoning Layout of Land)

Locations and types of land uses for commercial, residential or industrial are based on the zoning designation. The majority of land in Norco is zoned for residential development. The amount of land zoned for residential uses allows Norco the ability to maintain its rural atmosphere. Please see Table 4 for a complete breakdown of zoning within the City. Also, see Chart 2, which shows the percentage of land zoned residential as compared to the rest of the zoning in the City.

**Chart 2
NORCO ZONING**



**Table 4
Zoning Table**

ZONE/LAND USE DISTRICT	ACREAGE	% OF TOTAL
HS (Hillside)	321	3.4
A-E (Agricultural Estate)	164	1.8
A-1-40 (Agricultural-Low Density)	132	1.4
A-1-20 (Agricultural-Low Density)	3958	42
A-1-10 (Agricultural-Low Density)	21	<1
R-1-10 (Residential-Single Family)	160	1.7
NORCO HILLS SP (Residential-Single Family)	230	2.5
NORCO RIDGE RANCH SP (Residential - Single Family)	451	4.8
Residential Total	5437	58
C-O (Commercial Office)	12	<1
C-1 (Light Commercial)	1	<1
C-2 (General Commercial)	205	2.2
C-3 (Heavy Commercial)	93	1
C-4 (Commercial)	94	1.1
GATEWAY SP (Commercial)	105	1
GATEWAY SP (Office Park)	26	<1
AUTO MALL SP (Commercial)	55	<1
NORCO HILLS SP (Commercial)	4	<1
Commercial Total	595	6
M-1 (Light Manufacturing)	123	1.3
M-2 (Heavy Manufacturing)	362	3.9
GATEWAY SP (Industrial)	112	1.2
AUTO MALL SP (Industrial)	19	<1
Industrial Total	616	7
OS (Open Space)	1007	10.8
LD (Limited Development)	459	4.9
Streets and Freeway	754	8.1
NORCO RIDGE RANCH SP (Open Space)	446	4.9
NORCO HILLS SP (Open Space)	1	<1
Other Total	2,667	29
TOTAL AREA	9,315	100

POPULATION

CENSUS DATA/DEPARTMENT OF FINANCE

The 2000 U.S. Census calculated that Norco had a population of 24,157. Since the 1990 census, the City has grown by an estimated 855 persons, an increase of approximately 3.7percent. It should be noted that the City's population includes the inmates at the California Rehabilitation Center, which increased from 5,201 in 1999 to a population of 5,209 in 2000. Table 5 and Chart 3 below illustrate the City's recent population changes.

Table 5
Population Increase

	1980 Census	1990 Census	2000 Census
Population	19,732	23,302	24,157
# Increase	5,221	3,570	855
% Increase	36	18	3.7
Dwelling Units	5,383	5,785	6,277
# Increase	1,956	402	492
% Increase	57	7	9
Household Population	18,231	18,593	19,330
# Increase	N/A	362	737
% Increase	N/A	2	4

OTHER CENSUS DATA

A portion of the Census 2000 data is provided in Table 6. The information in the table indicates the general makeup of the population and other important statistical information. The table also indicates how Norco has changed in the past decade.

Table 6
Comparison Table

	1990 Census Data	2000 Census Data
Transportation		
Average commute time	37 minutes	34 minutes
Commute alone	81%	75%
Commute in a carpool	10%	17%
Rent		
Median rent	\$714	\$867
Rents that exceed \$750/month	42%	55%
Rents that exceed \$1,000/month	21%	36%
Mortgage		
Median mortgage	\$1,140	\$1,494
Mortgages that exceed \$2,000/month	7%	17%
Median home value	\$202,000	\$207,400
Households		
Average household size	3.3 people	3.15 people
Median household annual income	\$51,594	\$62,652
Households that make over \$100,000	8%	22%
Households that make over \$150,000	3%	6%
Households that make less than \$25k	17%	14%
Miscellaneous		
Median Age	32	36
Bachelor's Degree or higher	9%	12%
Foreign Born	--	7%

WORK PROGRAM

The Planning Department staff has prepared the following work program:

1. Update the Safety Element in the General Plan (**completion expected in 2006**)
2. Prepare Annual Report. The Office of Planning and Research requires that it is completed by the end of the following calendar year (December 2005)
3. Design Manual for Hamner Avenue (**first draft completed**)
4. Hamner Avenue Corridor Study which includes: economic analysis, traffic and circulation improvement study, and land use alternatives (**completion expected 3rd quarter of 2005**)
5. Update Open Space Element in the General Plan (**completion date expected in 2006**)
6. Update Environmental Guidelines (**completion date expected in late 2005**)
7. Compile standard conditions for all departments (**completed in 2004**)
8. Code amendment to establish a western theme architectural standard for the City (**completed 2004**)