

# **City of Norco**

## **Comprehensive Trail Master Plan**



**Department of Public Works**

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# COMPREHENSIVE TRAIL MASTER PLAN

City of Norco

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## **INTRODUCTION TO COMPREHENSIVE TRAIL MASTER PLAN**

The City of Norco was incorporated to preserve an equestrian and animal-keeping lifestyle. The preservation of an equestrian trail circulation system is vital to maintaining the rural and animal-keeping/equestrian lifestyle of the community. The unmatched freedom and uniqueness of that trail system provided to the equestrians in the community is a goal that should be preserved and built upon. The motto "City Living in a Rural Atmosphere" arches over the profile of a horse on the City of Norco's official seal. This motto symbolizes a central long-term goal of Norco's community leaders. It should also be noted that the City has trademarked the logo "Horsetown USA" for the community which shows an equestrian riding on a City trail.

The City of Norco has worked hard to establish and improve the community's quality of life through the development of the trails system, improving trail segments to form a large recreational and transportation network. The trail system has improved opportunities for equestrians to have pleasure rides, to ride to commercial areas, get exercise, learn more about the community, meet other equestrians, observe and experience the outdoors, and preserve the community.

The purpose of the Comprehensive Trail Master Plan is to assist in providing for a safe, convenient, and efficient trail system and trail plan for the community's equestrians and pedestrians. The trail system is viewed as a vital infrastructure of the community, just as important and an essential public asset and resource as roads, parks, utilities, and storm drain improvements. There is strong encouragement for the continued use of the community's trails and for an equestrian lifestyle. As a result, there are issues that need to be addressed in order to provide a safe, functional, and integrated system of trails. This Comprehensive Trail Master Plan provides a framework for addressing and accommodating these issues, identifying the solid vision for the community's trails.

The Comprehensive Trail Master Plan should have the goal of promoting a systems approach to trail development and maintenance in the community. With the popularity of trails in the community, the City should strive to create the trail system, making it functional, linking all places in the community, and striving to maintain and improve the system. The Plan should have a goal to assist in shaping the fabric of the community, promoting the integrated part and effect the trails has on the community. The Plan should also inspire the community to enhance and maintain the trail system, being a "living document" that helps the community meet the challenges and take advantage of future opportunities.

The primary overall goal of the Comprehensive Trail Master Plan is to provide a document that compiles all existing information into one source for easy reference and potential updates. It is intended to be easy to use, comprehensive and can be updated when necessary and appropriate. The plan will provide for identification of existing equestrian trails, as well as establishing clear design standards and criteria for the rehabilitation of existing trails.

The goals and policies presented below emphasize the importance of establishing, promoting and maintaining a circulation system that is vital to maintaining the equestrian and animal-keeping lifestyle of the community. The goals and policies are intended to provide for a safe, convenient, and efficient trail system and trail maintenance plan for the community.

**GOAL 1:** A circulation network of equestrian trails and streets, integrated with the planned land uses that provide for a safe, efficient, and economic movement of people and goods.

**Policy 1.1:** Develop a circulation system of equestrian trails connecting all residential lots into a city-wide network that connects residential areas with commercial areas, public facilities, and open space/recreational elements.

**Policy 1.2:** Establish a trail system that is separate and safe from vehicular traffic with appropriate (signalized as necessary) road and intersection crossings to maintain circularity of the trail system.

**GOAL 2:** Encourage the use of alternate transportation modes.

**Policy 2.1:** Support the development of the Coast to Crest Trail (biking and hiking) through the Santa Ana River corridor.

**Policy 2.2:** Continue to cooperate in the development of the Santa Ana River Equestrian Trail through the City.

**Policy 2.3:** Provide safe and convenient equestrian/pedestrian access between residential neighborhoods and the parks, open space and schools which service those neighborhoods.

**Policy 2.4:** Provide safe crossings of major arterials for pedestrians and equestrians.

**GOAL 3:** To develop and ensure adequate stable funding sources for design, construction and maintenance of a trail system throughout the entire community.

**Policy 3.1:** Develop a funding source dedicated solely for trail development and maintenance.

**Policy 3.2:** Ensure that Development Impact Fees collected for trails are used for eligible trail development and replacement projects.

**Policy 3.3:** Ensure that adequate funds are designated in the Annual Operating Budget each year for ongoing trail development and maintenance.

**GOAL 4:** To develop and allow the use of alternative trail materials (fence and footing) to address the specific needs of equestrians and continuing challenges within the community trail system

**Policy 4.1:** To address trail material stability in trail problem areas such as slopes and driveway approaches.

**Policy 4.2:** To address footing to provide traction without slippage (even with water running on the trail), for the trail to provide “grit”.

**Policy 4.3:** To limit potential injuries to users of the trail system - horse, equestrians and pedestrians.

**Policy 4.4:** To address stability and the ability to maintain the trail and material when grading and repairing the trail system.

**Policy 4.5:** To provide alternatives for residents to use in addressing specific concerns, such erosion, “tracking” of material onto driveways, etc.

**Policy 4.6:** To address alternative trail fence material.

**GOAL 5:** To provide a safe, thorough network connecting equestrians and pedestrians with residential and commercial areas, public facilities, and open space/recreational areas.

**Policy 5.1:** Establish trails that are separate and safe from vehicular traffic with appropriate (signalized as necessary) road and intersection crossings to maintain circularity of the trail system.

**Policy 5.2:** Promote the expansion of the City's local trail system to integrate with the Crest to Coast trail system.

**Policy 5.3:** Strengthen community image and sense of place, identifying trails for recreational purposes, providing educational information on surrounding habitat and points of interest, and to develop an objective trail rating system for both equestrians and hikers for user ability and conditions.

**GOAL 6:** Horse trails shall be developed to maintain the City's commitment to the rural atmosphere and an equestrian lifestyle.

**Policy 6.1:** All residential lots have direct access to this trail system.

**Policy 6.2:** Appropriate signage should be located on and adjacent to trails to alert vehicular traffic to equestrian use as determined by the City.

**Policy 6.3:** Establish standards for trail development and maintenance to ensure that the quality and function of existing (and future) trails remains high. The City

should maintain a Trail Circulation Map indicating the location of all trails within the City

**Policy 6.4:** City should adopt and maintain a Comprehensive Trail Master Plan that promotes an equestrian trail system in the City and makes recommendations for future implementation and improvement.

**Policy 6.5:** Natural equestrian trails that are located away from the surfaced streets should be explored for development by the City.

**Policy 6.6:** The Norco Hills Trail Marker program should be continued and promoted, identifying trails in the hillside areas for recreational purposes, providing educational information on surrounding habitat and points of interest, and to develop an objective trail rating system for both equestrians and hikers for user ability and conditions.

## PURPOSE OF THE TRAILS

The primary purpose of the trails located within the City of Norco is to provide a safe, thorough network connecting equestrians and pedestrians with residential and commercial areas, public facilities, and open space/recreational areas. Trails should be designed and built for the people who use them. Trails in the City are designed for pedestrian, equestrian, and bicycle use only. It is unlawful for any motor-driven vehicle or motor-driven device to park, ride or drive upon a trail, except as necessary to access a driveway or perform necessary maintenance of the trails. No structure other than required fencing and maintenance facilities is permitted by the Municipal Code within a trail area.

The trail system should also establish trails that are separate and safe from vehicular traffic with appropriate (signalized as necessary) road and intersection crossings to maintain circularity of the trail system. Standards have been developed for providing safe crossings of major arterials for pedestrians and equestrians, including diagonal crossing at busy intersections and equestrian cross walk buttons.

The trail system should also promote the expansion of the City's local trail system to increase connection points with the Crest to Coast Trail and the Norco Hills Open Space. Other primary access trails in the City should be designed to provide equestrian, hiker and bicycle access to the regional facilities that will be located along that corridor.

The City working in cooperation with the community organization RURAL has initiated a program to mark open space trails within the Norco Hills open space area. The objective of the Norco Hills Trail Marker program was to strengthen community image and sense of place, identifying trails for recreational purposes, providing educational information on surrounding habitat and points of interest, and to develop an objective trail rating system for both equestrians and hikers for user ability and conditions. The trail markers and kiosks mark the open space trail system and provides notice of access points, create a planned trail route marked by Global Positioning Systems (GPS) to provide navigation points and altitude for ratings to be used by trail enthusiasts.

## PEDESTRIAN / EQUESTRIAN TRAIL CIRCULATION SYSTEM

The streets of Norco are lined with horse trails wherever possible, helping to maintain its commitment to the rural atmosphere and an equestrian lifestyle. The City has avoided the standard suburban sidewalk treatment in favor of decomposed granite pedestrian/equestrian trails. These trails are designated for pedestrian, equestrian, and bicycle use only and are not meant to serve as multi-purpose recreational trails (i.e. no motorized vehicles).

This elaborate system of nearly 104 miles of trails, as of 2018, is regarded as a major asset of the community and is an amenity that many residents have moved to the City to take advantage of. The majority of all residential lots have direct access to this trail system. It affords an opportunity to ride through the community and into areas such as the Norco Hills and the Santa Ana River. The typical engineered equestrian trail is twelve feet wide, and is located along one side of the street (although in the certain areas the trails are located on both sides of the public right-of-way). Ultimate trail improvements include trail fencing, which separates the trail from a typical 6-foot wide tree-lined parkway. This parkway serves as a buffer between vehicular traffic and the equestrian trail. Ideally, the trails should be marked with special equestrian signs where trails cross roadways with the Equestrian Symbol warning signs and supplemented by the crossing warning signs. The City has “No Parking In Trail” signs adjacent to trails to prevent and prohibit vehicles from parking on trails – with the signs placed at a minimum on each end of a development block.

The City has developed standards for trail development and maintenance to ensure that the quality and function of existing (and future) trails remains a priority.

**Master Plan of Trails:** The trail system includes several types of trails and organizes the community's circulation needs into a coherent pattern of movement. This system minimizes conflicts between pedestrians and equestrians, and defines each trail according to its function and level of enhancement. The four types of trails are explained as follows:

**Primary Access Trails.** A primary access trail system is planned to consist of major circulation routes, not necessarily adjacent to the streets, which are wider and which can carry the bulk of non-auto traffic volume moving within and through the City. This system will integrate pedestrian, equestrian and bicycle circulation within wider trail sections, and will minimize conflict between bicycles and equestrians through trail location and buffer planting. The primary trails would connect the community to major regional features including Norco Community College, Norco Hills, the Santa Ana River, and parks as feasible.

Currently there are no trails in the City that can be designated as primary access trails, and the opportunity for creating such trails is limited because of the extent of development in the City.



**Secondary Trails.** Secondary trails would be the trails that connect to the primary access trails and to most locations in the City. These trails, commonly known as Bridle or Soft Shoulder in design, are the twelve-foot trails that are designed to be adjacent to the streets and represent the bulk of trails that currently exist in the community. These trails carry most of the City's pedestrian and equestrian circulation, and are not intended to accommodate bicycle traffic because of the potential conflict with equestrian use. Since these trails are designed to carry most of the equestrian traffic in the City and are highly visible by being adjacent to the streets, appropriate landscaping should be incorporated into street/trail sections to enhance the use of the trails and to improve the aesthetics of the community.

**Tertiary Trails.** Tertiary trails, also known as Backyard trail, are meant only to provide access to the main trail system from areas not adjacent to public right-of-way and the trail system. Since the tertiary trails carry only a small volume of traffic, surfacing and planting should be minimal.

**Natural Trails.** Natural equestrian trails are located away from the surfaced streets, and are generally located on the edges of town (Santa Ana River or Norco Hills area). These trails are important in enhancing the rural atmosphere because they provide trail users a unique opportunity to access the City's surrounding open space. They can provide an important link to the regional trail system as well as providing access to local landscape features such as the Norco Hills and the Santa Ana River. These trails accommodate hikers and equestrians, but are generally not wide enough to also accommodate bicycles. Ideally, rest stops and a marker system should be provided along the natural trails wherever possible for pedestrians' and equestrians' benefit. This type of trail would also benefit from the development of staging areas at the beginning of natural trails.

**Trail Marker Program and Kiosk System.** Through a cooperative effort with a community organization RURAL and the City, a project has been initiated to mark the open space trail system and provide notice of access points within the Norco Hills Open Space area. The approval of this program has enabled equestrians and hikers to have a mapped course through the use of kiosks and trail markers in the hillside areas.

The objective of the Norco Hills Trail Marker program was to strengthen community image and sense of place, identifying trails for recreational purposes, providing educational information on surrounding habitat and points of interest, and to develop an objective trail rating system for both equestrians and hikers for user ability and conditions. The trail markers and kiosks mark the open space trail system and provides for a notice of access points, create a planned trail route marked by Global Positioning Systems (GPS) to provide navigation points and altitude for ratings to be used by trail enthusiasts.

The prototype marker is made of galvanized steel and stands approximately 54 inches in height and resembles a horseshoe. The graphic location and mapping will provide full-color visitor information on a 27 inch by 15 inch plate with Plexiglas to cover the trail map from the elements,

## TRAIL MAINTENANCE

The primary reason to properly maintain a trail is to maximize the safety of those using the trail. A poorly maintained trail can become a hazard to pedestrians and equestrians both. A hazardous trail section can be a liability problem for the City, while discouraging use and projects a negative image of the trail system and those responsible for its upkeep. However, the overall development of each individual trail should determine the overall level of maintenance the City should strive to achieve.

***Designing Trails with Maintenance in Mind.*** Designing for maintenance up front, completing regular maintenance tasks, planning for liability protection, and undertaking measures to maximize user safety.

During the design of trails, the maintenance costs must be considered. For example if there are information and directional signs, a certain percentage of them will need to be replaced on a routine basis. Trail fencing will need to be repaired and replaced on a regular basis. The trail design must reflect the amount of money available for maintenance.

It is advisable to address maintenance costs through prevention – by spending money during the design phase to avoid management problems later. For example, the single biggest cause of maintenance-related safety problems is drainage, and fixing damage caused by drainage is often the biggest funding item in a maintenance budget. Whether the problem is the gradient (slope) of the trail, nuisance water from residential irrigation, or natural drainage – proper design can eliminate or reduce the difficulty. The solution to solve drainage problems before a trail is built by including drainage facilities and deterrents in the trail design. In the long run, it will be money well spent.

***Maintenance Activities for Safety.*** Regular, routine maintenance on a year-to-year basis not only ensures trail safety (reducing potential legal liability) but also prolongs the life of a trail. Maintenance activities required for safe trail operation should always receive top priority.

The following maintenance tasks are important in ensuring a safe trail and should be incorporated into a maintenance schedule:

- **Surface Repair:** Fill or grade the trail surface on a regular basis. Remove ruts and take the necessary steps to avoid their recurrence.
- **Drainage:** Repair any trail damage from seasonal washouts and gravel washes. Identify the source of the drainage problem and take steps to remedy it. Clean all culverts, catch basins and other drainage structures at least once a year and/or before and after major storm events.
- **Cleaning and Weeding:** Keep the trail free of debris and weeds on a routine basis. Loose material should also be routinely removed from the trail area.

- **Trail Fencing Repair:** Trail fencing must be inspected routinely to ensure that it is in good condition. Residents are encouraged to report damaged or missing fencing to allow the City to replace or repair. A thorough reporting and tracking system may reduce liability.

The City has a “work order” system for tracking citizen complaints and maintenance requests, and to allow trail users (pedestrians or equestrians) to report problems that have been found on the trail system.

***Routine Maintenance by the City.*** The City should encourage maintenance and improvement of trails through an on-going process, typically accomplished and funded every year through the budget process. There are maintenance and improvement projects that sometimes have to wait longer than the need presents itself allowing for funding to become available. *Please note the level of trail maintenance described herein shall be the desired goal for the Public Works Department and Parks and Recreation Department but can only be achieved if the necessary level of resources and funding are provided by City Council on an annual basis.*

For the purposes of routine maintenance, primarily trail surface, tree trimming and fence repairs, the level of maintenance should be determined based on the construction type or classification of the trail. The following discussion outlines the recommended level of maintenance per trail type.

***Standard or Engineered Trail (aka Bridle Trail).***

- Trails shall be kept free of encroaching vegetation (applies to areas where property owner is the City).
- Erosion repair of trails shall be performed as often as needed to maintain a safe trail.
- All Bridle trails shall be graded and rehabilitated with grader or gannon and rolled with no less than a 5000 lb. vibrating roller once (1) a year as designated by the City for preservation of the equestrian trails.
- All DG replaced as needed to maintain a 2% fall from property line of residents through the public right away to the parkway or as engineered based on existing conditions. When repairing driveways a smaller, hand operated vibrating compactor or roller may be used in the repair of driveways. The DG will be kept wet enough to hold compaction whenever repairs are being done. All driveways in commercial and non-commercial/residential areas need to be filled, leveled and compacted as needed or as assigned by the City, for vehicle use daily to maintain needed egress and ingress of drive ways.

### ***Non-Standard or Non-Engineered Trail (aka Soft Shoulder Trail)***

- Trails shall be kept free of encroaching vegetation (applies to areas where property owner is the City).
- Erosion repair of trails shall be performed as often as needed to maintain a safe trail.
- Trails shall be graded and rehabilitated with grader, gannon, etc. and rolled with vibrating roller once every three years as designated by the City for preservation of the equestrian trails.
- DG or other fill material approved within Standard 700 shall be added as needed. When repairing driveways a smaller, hand operated vibrating compactor or roller may be used in the repair of driveways. The DG will be kept wet enough to hold compaction whenever repairs are being done.

### ***Natural Trail.***

- These trails shall have no maintenance conducted by the City.

***Routine Maintenance by the Public.*** The City of Norco has developed a policy regarding responsibilities for the maintenance of the public right-of-way including trail areas. Normally, the private property owner is responsible for the maintenance of the entire area between the curb line and the property line and its condition in terms of being clean, well-kept and free of hazards. In determining this policy; however, it was recognized that unique circumstances may apply and adopted the following policy regarding public right-of-way maintenance.

- **Private Property Owner.** The private property owner is responsible for the maintenance of the curb area, tree median and trail between the street and the property line in terms of cleanliness and reporting to the City safety and health hazards. The private property owner is also responsible for the maintenance and watering of trees within the tree median, with the exception of trimming trees within the public right-of-way. Private property owner shall trim trees adjacent to their property up to 8 feet and the City shall be responsible for all tree trimming above 8 feet. Lastly, the private property owner is responsible for the maintenance of the entire public right-of-way in terms of keeping it free from weeds and debris per Norco Municipal Code Section 12.18.020.
- **City of Norco.** The City assumes the responsibility from the private property owner for the trimming of trees within the tree median on an as-needed basis. The City shall be responsible for the substantial excavation of decomposed granite within the trail area only. Lastly, the City may repair and/or replace damaged fence areas or sections (depends on actual fence conditions).

- **Side and Backyard Trails.** The private property owner is responsible for the maintenance of side and backyard trails which are adjacent to their property in terms of keeping them clean and free of weeds and debris per Norco Municipal Code Section 12.18.030. Further, in those cases where the trail adjoins two properties, each adjoining property owner is responsible for one-half of the trail area adjacent to his/her house.

## TRAIL STANDARDS

Trails should be designed, constructed and maintained for the user, whether they be pedestrian or equestrian, that the trail is intended to serve. For safety, financial and aesthetic reasons it is important to have City standards in place for trail development. Standards allow the City to have a “blueprint” for development and maintenance, as well as allowing developers to easily build trails that match the quality and function of existing trails without the need to negotiate with the City. There are a number of existing standards that address parts of trail development.

**Pedestrians.** Pedestrians include a wide variety of people, such as walkers, hikers, joggers, and runners. Pedestrian users travel at low speeds with trails tending to have few specific design requirements for this type of use. Many pedestrians prefer a surface that is softer than asphalt or concrete (such as decomposed granite, natural soil or mulch) to prevent knee, shin, and foot strain.

Typical standards for pedestrian trails should be a minimum 6 to 8-foot wide tread with a 2.5 to 5-foot wide shoulder on both sides of the trail. The shoulder should be well graded and groomed to avoid bumps, holes, or other obstructions or hazards to safe and comfortable walking or running. Trees, vines, and other vegetation should be trimmed to achieve a 7-foot vertical clearance. The City’s existing standards recognize and maintain these standards.

**Equestrians.** Special consideration should be given to the needs and safety of equestrians using the trails within the City. Hard surfaces like asphalt and concrete that are located on or cross trails are undesirable and hazardous for equestrians because they can injure horses’ hooves and can present a slippery surface. Granular stone may also present problems because loose aggregate can get caught in hooves. Dirt (decomposed granite) or stabilized dirt is a preferred surface. The sub-base and sub-grade of the trail should be firm and properly prepared. Horses are unlikely to damage a trail surface unless the sub-base is poorly prepared.

Vertical clearance for equestrians should be at least 10 feet, with a horizontal clearance of at least 5 feet. Low-hanging tree limbs should be cut flush with the trunk. Leaves, branches, and other protrusions that could injure the horse or rider should be removed. Sight distances for equestrians, who usually travel between 3 and 6 miles per hour, should be at least 100 feet.

Support facilities for horses and their riders should be provided at useful locations. Parking and staging areas are particularly critical and can require a substantial amount of space.

**City Standards.** Existing standards are in place for typical street sections with trails, including cul-de-sac streets, standards for trail development, trail material, trail fencing details, standards for signage, and driveway approaches with equestrian trail (the Trail Standard Drawings are located in the Appendix B at the end of the document and are included for reference purposes):

The City should consider creating other standards for trail development to include: trail connections and openings, signage (where and how posted), minimum vertical clearance, special cross-walks with high buttons for riders, and decide whether all new residential development should provide trails on one or both sides of the street.

## TRAIL MATERIALS

The Municipal Code stipulates specific material for use in its engineered trails. The surface of the pedestrian-equestrian trail shall be decomposed granite (DG) or such surface material as approved by the City Engineer/Director of Public Works, confirmed by the Streets, Trails, and Utilities Commission, and approved by the Norco City Council. (Ord. 956 Sec. 1, 2013) Decomposed granite as a trail material is required to be compacted in place with the upper one foot compacted to 95%. A 2 inch by 4 inch redwood header is required to frame the decomposed granite on the trail, with the minimum depth of the decomposed granite being 4 inches. No base or sub-base is required by City standards.

Other materials approved within Standard 700, as an alternative to decomposed granite allowed for trail material, are now allowed such as “Stalok” or a combination of decomposed granite and concrete. These alternative materials are meant to be equestrian “friendly” as well as allowing a trail surface that will accommodate vehicles. These surfaces also assist with drainage control, providing a surface that will not be eroded as easily as decomposed granite. The alternative materials have been approved as the proposed material will not constitute a threat to the public health, safety, and general welfare. It should be noted that StaLok is a trademarked material. The City has replaced this standard with a generic polymer based mix for more flexibility in use of an alternative material.

**Driveway Materials.** The Municipal Code restricts the use of concrete or other surface material to surface a driveway crossing of a trail, although the use of asphalt has been allowed to cross trails on Sixth Street which is a commercial zone. In 2006, the City tested several alternative materials for driveway crossings of the trail along Sixth Street. These materials for driveways were found to be equestrian “friendly”, controlled drainage and erosion, did not provide a slippery surface, and is able to accommodate vehicle crossings. Due to the success of alternate material for driveways on Sixth Street, the City has modified the trail standard to allow the use of interlocking pavers or stamped asphalt for commercial properties. However, the use of interlocking pavers or stamped asphalt is not allowed in residential zones within an established trail.



## TRAIL FENCING

Trail fencing needs to serve multiple purposes for the trail system and in the community. Fencing serves to delineating the trail space, providing a visual and physical barrier between the trail and adjacent street. Fencing needs to be flexible enough to minimize injury to the equestrian and horse in the event of a collision with the fence, but should be rigid enough to provide some measure of protection. The fencing should also be high enough to provide a reasonable amount of safety for the equestrian and horse from traffic.

The trail fence should also maintain the desired rural appearance in the community, but should have some aesthetic value. The cost of the trail material, as well as costs for ongoing maintenance expenses for repair and replacement should be reasonable and should be a consideration in the choice of fencing type. Historically, trail fencing material used by the City was either cedar or lodge pole pine. However, due to long term maintenance and replacement costs for wood trail fencing, the City conducted research on alternative fencing material, including vinyl fencing, wood clad vinyl fencing, flex-fencing, and metal fencing. Based on this research the City modified the Trail Standard 706 to require the use of vinyl fencing for all new trail fence installation or replacement throughout the City.

Vinyl or plastic-type fencing has advantages for being exceptional strong, being maintenance free, and is exceptionally durable, strong, flexible and never has to paint as the color goes all the way through. Unlike wood, vinyl fencing will never split, crack, rot, sag, decompose, become brittle or become insect-infested.

## TRAIL ENCROACHMENTS

The City of Norco has developed an Administrative Policy (Policy Number 603) to establish enforcement standards for trail encroachments and non-conforming surface material violations. All pedestrian/equestrian trails within the City of Norco are either located within the public right-of-way, or are an easement on private land where the sole purpose is to provide a pedestrian/equestrian trail for public use. In either case, encroachments within the trail are subject to the Administrative Policy.

There are two types of encroachments addressed in the policy that pertain to horse trails. Physical encroachments in horse trails (constructed improvements or vegetation that could impede free, open and/or safe travel along the useable horse trail) are of utmost concern and priority for enforcement. Non-conforming surface materials in horse trails (prohibited surface materials include gravel, crushed rock, railroad ties, cement and asphalt) are also of concern.

**Encroachment Policy:** Enforcement measures for trail encroachments have been established in Policy 603. City staff will generally follow the procedure outlined below unless the violation presents a clear and present danger to the health and safety of citizens. In case of clear and present danger to citizens, the notification process will be escalated as appropriate.

**Personal Contact:** Code Compliance staff will endeavor to make personal contact with the property owner in an effort to obtain voluntary compliance.

**Issuance of a First Citation:** If the property owner fails to comply after the person contact, City Staff will issue a first citation.

**Issuance of a Second Citation:** If the property owner fails to comply after the receipt of the first citation letter, City Staff will issue a second citation.

**Issuance of a Notice by City Attorney:** If the property owner fails to comply after the receipt of the second citation letter, City Staff will submit the issue to the City Attorney for resolution.

**Letter of Intent to Remove:** If the issuance of a citation does not result in timely compliance, City staff will send a letter advising the property owner of the City's intent to remove the encroachment or non-conforming materials using City staff or an authorized contractor. The letter will further advise that the property owner will be held responsible to pay all costs associated with the removal.

**APPENDIX A**  
**TRAIL CIRCULATION MAP**

**APPENDIX B**  
**TRAIL STANDARD DRAWINGS**