



CITY OF ATASCADERO DESIGN REVIEW COMMITTEE

HOW TO SUBMIT PUBLIC COMMENT:

To provide written public comment, please email comments to: drc-comments@atascadero.org by 5:00 p.m. the day before the meeting. Email comments must identify the Agenda Item Number in the subject line of the email. Comments will be forwarded to the Design Review Committee and made a part of the administrative record. If a comment is received after the deadline for submission but before the close of the meeting, the comment will still be included as part of the record of the meeting. Please note, email comments will not be read into the record. All comments received may become part of the public record and are subject to the Public Records Act.

AMERICAN DISABILITY ACT ACCOMMODATIONS:

Any member of the public who needs accommodations should contact the City Clerk's Office at cityclerk@atascadero.org or by calling 805-470-3400 at least 48 hours prior to the meeting or time when services are needed. The City will use their best efforts to provide reasonable accommodations to afford as much accessibility as possible while also maintaining public safety in accordance with the City procedure for resolving reasonable accommodation requests.

Design Review Committee agendas and minutes may be viewed on the City's website: www.atascadero.org/agendas.

Copies of the staff reports or other documentation relating to each item of business referred to on the Agenda are on file in the Community Development Department and are available for public inspection on our website, www.atascadero.org. All documents submitted by the public during Design Review Committee meetings that are either read into the record or referred to in their statement will be noted in the Minutes and available for review by contacting the Community Development Department. All documents will be available for public inspection by appointment during City Hall business hours.



CITY OF ATASCADERO DESIGN REVIEW COMMITTEE AGENDA

**Committee Meeting
Thursday, May 25, 2023
2:00 P.M.**

**City Hall
6500 Palma Avenue
Atascadero, California**

CALL TO ORDER

Roll Call: Chairperson Heather Newsom
Vice Chairperson Susan Funk
Committee Member Emily Baranek
Committee Member Dennis Schmidt
Committee Member Jeff van den Eikhof

APPROVAL OF AGENDA

PUBLIC COMMENT

CONSENT CALENDAR

- 1. APPROVAL OF THE MARCH 30, 2023 DRAFT MINUTES.**



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DEVELOPMENT PROJECT REVIEW

2. DESIGN AND NEIGHBORHOOD COMPATIBILITY REVIEW TO ALLOW A SOLAR ARRAY WITHIN THE FRONT SETBACK AT 5140 ARDILLA ROAD.

The proposed project includes a request to review the proposal for a ground-mounted solar array within the front setback on the following APN: 030-251-019.

Recommendation: Staff requests the DRC review and make design recommendations for the proposed project. (PRE23-0038)

COMMITTEE MEMBER COMMENTS AND REPORTS

DIRECTOR'S REPORT

ADJOURNMENT

The next DRC meeting is tentatively scheduled for Thursday, June 15, 2023, at 2:00 p.m.

Agendas, Minutes and Staff Reports are available online at www.atascadero.org under City Officials & Commissions, Design Review Committee.



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**CITY OF ATASCADERO
DESIGN REVIEW COMMITTEE**

DRAFT MINUTES

**Regular Meeting – Thursday, March 30, 2023 – 2:00 P.M.
City Hall, Room 306
6500 Palma Avenue, Atascadero, CA 93422**

CALL TO ORDER – 2:00 p.m.

Vice Chairperson Funk called the meeting to order at 2:03 p.m. and the Committee did introductions.

ROLL CALL

Present: Committee Member Jeff van den Eikhof
Committee Member Dennis Schmidt
Vice Chairperson Susan Funk

Absent: Chairperson Heather Newsom (excused)
Committee Member Emily Baranek (excused)

Others Present: Recording Secretary, Annette Manier

Staff Present: Community Development Director, Phil Dunsmore
Associate Planner, Mariah Gasch
Assistant Planner, Sam Mountain

Others Present: Brian Armet
Nathanael Simmon
Shirley Rock
John Schiltz
Elaine Bertolette
Sally Knight
Ian Denchasy
Alicia Denchasey
Morgen Benevedo (Coast Hills)
David Salm (Coast Hills)
Kai Silva (RK Builders)

APPROVAL OF AGENDA

MOTION: By Committee Member Schmidt and seconded by Committee Member van den Eikhof to approve the Agenda.

*Motion passed 3:0 by a roll call vote.
(Baranek, Newsom absent)*

CONSENT CALENDAR**1. APPROVAL OF THE DECEMBER 15, 2022 DRAFT MINUTES**

MOTION: By Committee Member Schmidt and seconded by Committee Member van den Eikhof to approve the Consent Calendar.

*Motion passed 3:0 by a roll call vote.
(Newsom, Baranek absent)*

PUBLIC COMMENT

None.

Vice Chairperson Funk closed the Public Comment period.

DEVELOPMENT PROJECT REVIEW**2. DESIGN AND NEIGHBORHOOD COMPATIBILITY REVIEW OF A CARGO CONTAINER AT 8559 SANTA ROSA ROAD**

The proposed project includes a request to review the proposal for a cargo container on the following APN: 056-301-042.

Recommendation: Staff requests the DRC review and make design recommendations for the proposed project. (PRE22-0097).

Planner Gasch presented the staff report, and stated the cargo container already exists on the site. She and Director Dunsmore answered questions from the Committee. Planner Gasch stated that cargo containers are only allowed on lots greater than 1-acre, and that DRC review is required. Planner Gasch clarified that there is a 60-foot setback from the easement, not 80-feet as stated on page 7 of the staff report.

PUBLIC COMMENT

The following members of the public spoke during public comment: Brian Armet, applicant, who provided a description on the project.

Vice Chairperson Funk closed the Public Comment period.

MOTION: By Committee Member van den Eikhof and seconded by Committee Member Schmidt to approve the cargo container at 8559 Santa Rosa Road as conditioned by staff and allowing for an additional 3 months for construction of the project:

***Motion passed 3:0 by a roll call vote.
(Baranek, Newsom absent)***

Planner Gasch stated that this project may move forward to building permits.

3. DESIGN AND NEIGHBORHOOD COMPATIBILITY REVIEW OF A FENCE AT 10000 CORONA ROAD

The proposed project includes a request to review the proposal for a 6-foot fence within the front setback on APN: 050-192-015.

Recommendation: Approve the request for an exception to the front setback fencing requirement to allow a fence of 6-feet in height where a maximum fence height of five feet, with the top 2-feet being transparent, would normally be allowed based on findings and subject to conditions of approval. (PRE22-0101).

EX PARTE

Vice Chairperson Funk stated that she has had discussion with the applicant, but not about the fence.

Planner Gasch presented the staff report and stated the fence already exists on the site. Planner Gasch and Director Dunsmore answered questions from the Committee, and stated that the City Engineer has visited the site, and is not concerned about the fence location.

PUBLIC COMMENT

The following members of the public spoke during public comment: Nathanael Simmon (who spoke about the project), Shirley Rock, John Schiltz, Elaine Bertolette, Sally Knight, Ian Denchasy, and Alicia Denchasy.

Shirley Rock requested that the Committee ask the applicant to move the fence back to the 25-foot setback from the road due to the fence being a fire hazard, and because of visibility, safety and insurance concerns.

Mr. Simmon answered questions from the Committee and then staff answered question from the Committee.

***Vice Chairperson Funk closed the Public Comment period.
Vice Chairperson Funk reopened the Public Comment period***

PUBLIC COMMENT

The following members of the public spoke during public comment: Logan Bertolette, John Schiltz, and Shirley Rock.

Staff addressed questions raised during public comment.

Vice Chairperson Funk closed the Public Comment period.

MOTION: By Committee Member van den Eikhof and seconded by Committee Member Schmidt to approve this particular section of fence at 10000 Corona Road as conditioned by staff, with the following changes:

- Move the fence back to the corner marker out of the City's r-o-w which will give more visibility to the neighbors.
- Fence not to exceed 6 feet

***Motion passed by 3:0 by a roll call vote.
(Baranek, Newsom absent)***

Director Dunsmore answered a question by a member of the public in regards to timing, and stated that the fence repairs must be completed prior to final occupancy of the existing residence.

4. DESIGN AND NEIGHBORHOOD COMPATIBILITY REVIEW OF A REMODEL FOR COAST HILLS CREDIT UNION AT 8900 PUEBLO AVE.

The proposed project includes a request to review and make design recommendations on APN 030-241-001, 052.

Recommendation: Staff requests the DRC review and make design recommendations for the proposed project. (PRE23-0022).

Planner Mountain presented the staff report, and stated that the staff report indicates that the applicant would need to merge the lot or put a covenant on the lot; however, the Director has made the determination that the lot line portion is not in the purview of the DRC. We will only be reviewing the aesthetics of the remodel. The bank is remodeling because the building flooded, and to provide upgrades. They have a temporary location during construction.

PUBLIC COMMENT

The following members of the public spoke during public comment: Morgen Benevedo, David Salm and Kai Silva.

Vice Chairperson Funk closed the Public Comment period.

MOTION: By Committee Member van den Eikhof and seconded by Committee Member Schmidt to approve the remodel project at 8900 Pueblo Ave. as presented by staff.

***Motion passed by 3:0 by a roll call vote.
(Baranek, Newsom absent)***

COMMITTEE MEMBER COMMENTS AND REPORTS

None.

DIRECTOR'S REPORT

Community Development Director stated that the next meeting is scheduled for April 13th, however we currently have no items for that agenda.

Director Dunsmore discussed revisiting the presentation room and screen so that the public can see the screen better from the public seating portion of the room.

Director Dunsmore stated that the City will present the annual housing report on April 11 at the Council meeting, and stated that the Barrel Creek project was approved. Planner Mountain has been working on the ADU checklist and it will be made more available to the public soon. Director Dunsmore answered questions in regards to the ADU stock plans.

ADJOURNMENT– 3:50 p.m.

The next regular meeting of the DRC is scheduled for Thursday, April 13, 2023.

MINUTES PREPARED BY:

Annette Manier, Recording Secretary
Administrative Assistant



Atascadero Design Review Committee

Staff Report – Community Development Department

5140 Ardilla Setback Exception

| MEETING DATE | PROJECT PLANNER | APPLICANT CONTACT | PLN NO. | |
|---|--|---|---|------------|
| 5/25/23 | Sam Mountain Assistant Planner | Tim Garrison | PRE 23-0038 | |
| RECOMMENDATION | | | | |
| <p><i>Staff Recommends to the DRC:</i> Approve the request for an exception to the front setback requirement to allow a ground-mounted photovoltaic system 15 feet from the front property line where a 25 foot setback would normally be required, based on findings and subject to Conditions of Approval.</p> | | | | |
| PROJECT ADDRESS | GENERAL PLAN DESIGNATION | ZONING DISTRICT | ASSESSOR PARCEL NUMBER(S) | SITE AREA |
| 5140 Ardilla Road, Atascadero, CA 93422 | Single-Family Residential-Z (SFR-Z) | Residential Single Family- Z (RSF-Z) | 030-251-019 | 0.52 acres |
| PROJECT DESCRIPTION | | | | |
| The applicant is proposing to install a 28'5" by 15'0" photovoltaic array 15 feet from the front property line. | | | | |
| ENVIRONMENTAL DETERMINATION | | | | |
| <p><i>The City of Atascadero's environmental review process incorporates the requirements in implementing the California Environmental Quality Act. Persons, agencies, or organizations interested in obtaining more information regarding the environmental should contact the Community Development Department.</i></p> | | | | |
| <input type="checkbox"/> EIR / MND / ND / Statutory Exemption to be circulated | <input type="checkbox"/> Prior CEQA Review CEQA # _____ Certified: _____ | <input checked="" type="checkbox"/> Cat. Exemption Class <u> 5 </u> CEQA Guidelines § 15305 | <input type="checkbox"/> No Project - § 15268 Ministerial Project | |

ADDITIONAL INFORMATION MAY BE OBTAINED BY CONTACTING THE ATASCADERO
COMMUNITY DEVELOPMENT DEPARTMENT AT

<http://www.atascadero.org>

6500 PALMA AVENUE | ATASCADERO, CA 93422 | (805) 461-5000

DISCUSSION:

Project Description / Summary

The subject property is located on Ardilla Road in a single-family neighborhood. Owing to its better access to sunlight, the applicant wishes to install the photovoltaic array within the front setback of their property. The proposed photovoltaic array would be installed 15 feet from the front property line, in a location where front setback requirements are otherwise 25 feet. Due to topography and existing trees and brush, this array will not impair the view of drivers along Ardilla Road.

Setback Standards

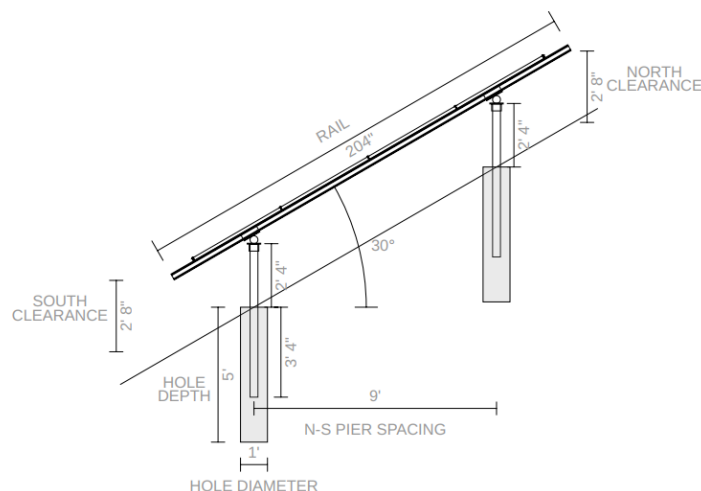
Atascadero Municipal Code 9-4.106 (a) states that “[a]ll residential uses shall have a minimum front setback of 25 feet.” However, AMC 9-4.106 (a)(5) allows for the Design Review Committee to grant an exemption to the front setback requirement if proposed structures meet the following criteria:

- Structures are no greater than ten (10) feet in height;
- Structures do not exceed front yard coverage of more than fifty percent (50%);
- Structures do not impair sight distances for vehicular traffic as reviewed by the City Engineer.

Design

The proposed 28’5” (twenty-eight feet five inches) by 15’ (fifteen feet) photovoltaic array will be ground-mounted. It is black in color and has unpainted steel and aluminum mounting equipment. The design is unornamented and there is no proposed screening or additional fencing. It will be angled with the 20° slope of the ground, and is planned to rise 2’8” (two feet eight inches).

Side Elevation (from submitted plans)



Findings

To approve the Preliminary Review, the Design Review Committee must make the following findings:

- Structures are no greater than ten (10) feet in height;
- Structures do not exceed front yard coverage of more than fifty percent (50%);
- Structures do not impair sight distances for vehicular traffic as reviewed by the City Engineer.

The array is less than 10 feet in height, only rising 2 feet 8 inches off the grade. It does not exceed 50% of front yard coverage. The subject array will be angled with a downward, south-facing slope, no more than a few feet off of the grade, and is screened by brush. The City Engineer has determined that it will not impair the visibility of vehicular traffic.

DRC DISCUSSION ITEMS:

1. Neighborhood compatibility

ATTACHMENTS:

- Attachment 1: Aerial View
- Attachment 2: Zoning View
- Attachment 3: Aerial Proposed Array Location
- Attachment 4: Site Photos
- Attachment 5: DRC Action Form

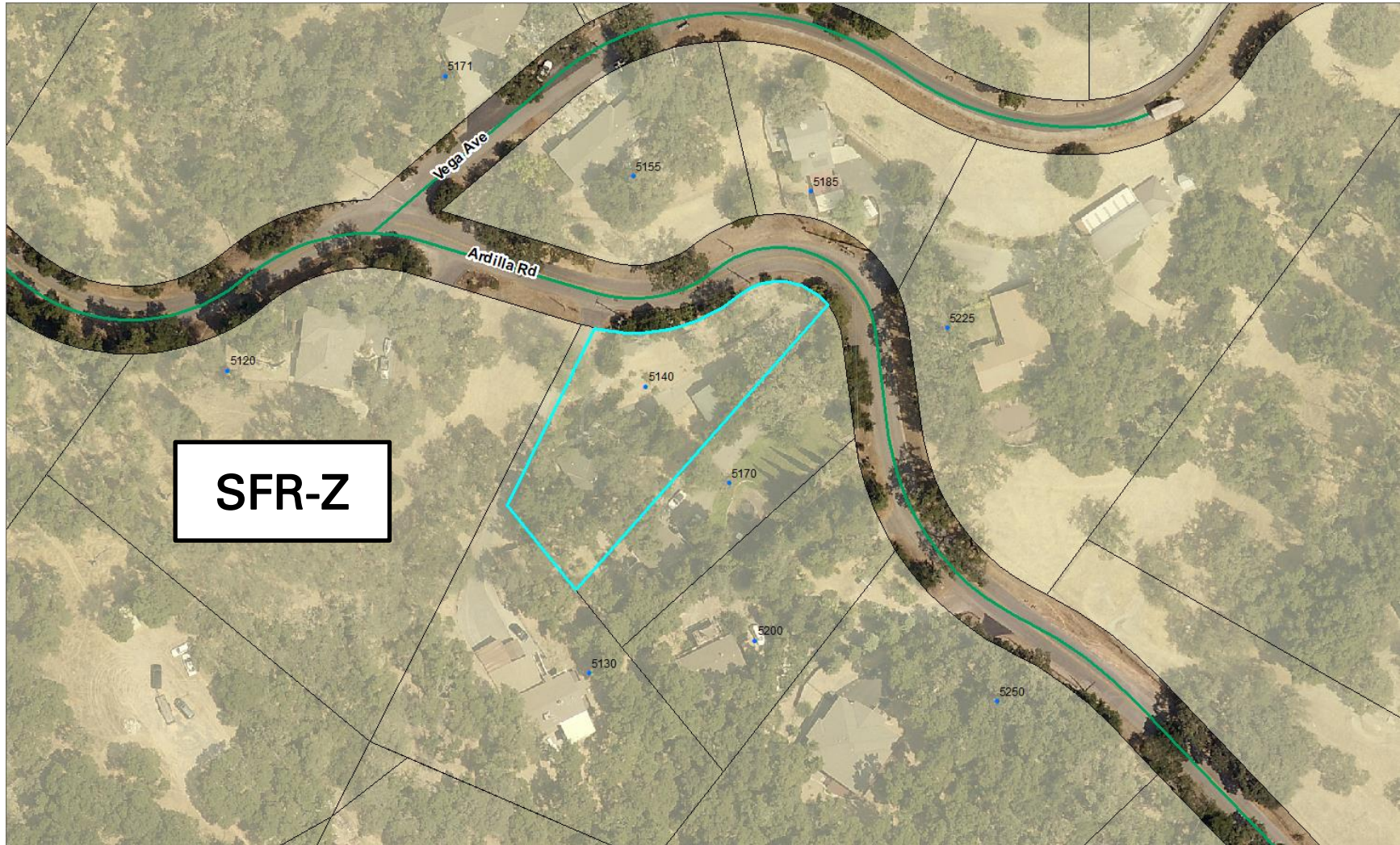


Attachment 1: Aerial View
PRE 23-0038



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Attachment 2: Zoning View
PRE 23-0038



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**Attachment 3: Aerial Proposed Array Location
PRE 23-0038**



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Attachment 4: Site Photos
PRE 23-0038

Proposed Array Location



Proposed Array Location – Wide View

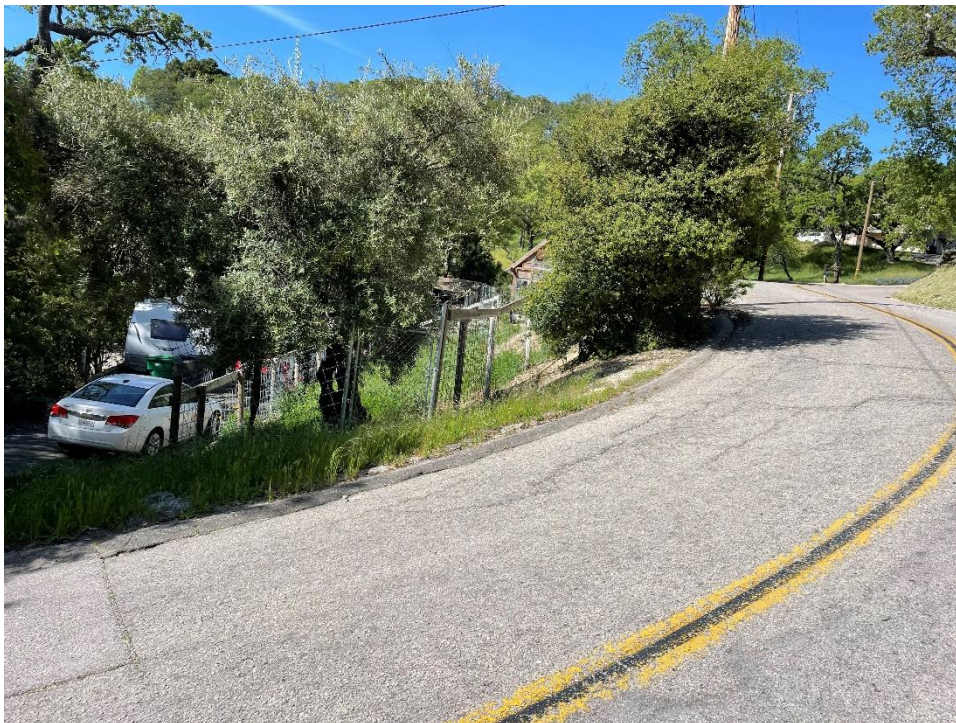


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View from Ardilla Road -- Southbound



View from Ardilla Road -- Northbound



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**Attachment 5: DRC Action Form
PRE 23-0038**



CITY OF ATASCADERO

Community Development Department

6500 Palma Avenue | Atascadero, CA 93422 | Phone: (805) 461-5035 | www.atascadero.org

DRC Action Form

Project #: PRE23-0038

Project Title: 5140 Ardilla Setback Exception

Planner/ Project Manager: Sam Mountain, Assistant Planner

DRC Review Date(s): 5/25/23

Final Action:

DRC

PC

CC

Conditions & Recommendations:

1. Applicant must obtain approval of all necessary permits prior to construction.
2. Array dimensions and placement must match submitted plans.

