



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, March 30, 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 DECEMBER 15, 2022 DRAFT MINUTES.**



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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)

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 six feet in height where a maximum fence height of five feet, with the top two feet being transparent, would normally be allowed based on findings and subject to Conditions of Approval. (PRE22-0101)

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 the proposal for a remodel of the existing credit union branch on APN: 030-241-001, 052.

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

COMMITTEE MEMBER COMMENTS AND REPORTS

DIRECTOR'S REPORT

ADJOURNMENT

The next DRC meeting is tentatively scheduled for Thursday, April 13, 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, December 15, 2022 – 2:00 P.M.
City Hall (Teleconference)
6500 Palma Avenue, Atascadero, CA 93422**

CALL TO ORDER – 2:00 p.m.

Chairperson Newsom called the meeting to order at 2:03 p.m.

ROLL CALL

Present: **By Teleconference**
Committee Member Emily Baranek
Committee Member Jeff van den Eikhof
Vice Chairperson Susan Funk
Chairperson Heather Newsom

Absent: Committee Member Dennis Schmidt (excused absence)

Others Present: **By Teleconference** - Recording Secretary, Annette Manier

Staff Present: **By Teleconference**
Community Development Director, Phil Dunsmore
Senior Planner, Kelly Gleason
Associate Planner, Mariah Gasch

Others Present: **By Teleconference**
Max Zappas
Myriah Moses
Jason Anderson

APPROVAL OF AGENDA

**MOTION: By Vice Chairperson Funk and seconded by
Committee Member Baranek to approve the
Agenda.**

***Motion passed 4:0 by a roll call vote.
(Schmidt absent)***

CONSENT CALENDAR

1. APPROVAL OF THE OCTOBER 27, 2022 DRAFT MINUTES

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

*Motion passed by 4:0 by a roll call vote.
(Schmidt absent)*

PUBLIC COMMENT

None.

Chairperson Newsom closed the Public Comment period.

DEVELOPMENT PROJECT REVIEW

2. DESIGN AND NEIGHBORHOOD COMPATIBILITY REVIEW OF A PROPOSAL FOR OFFICES/COMMERCIAL SPACES WITH RESIDENTIAL ABOVE AT 7955 MORRO ROAD, AND 8005, 8051, 8053, 8011, 8017, 8021, 8023, 8025, 8027, 8035, 8041, 8043, 8045 CURBARIL AVE.

The proposed project includes a request to review the proposal for offices/commercial spaces with residential above on the following APNs: 031-161-044, 045, 046, 047, 048, 049, 050, 051.

Recommendation: Staff requests the DRC review and make design recommendations for the proposed project. (USE22-0093).

Planner Gleason presented the staff report, and she and Director Dunsmore answered questions from the Committee. The applicant's intent is to eventually rezone this property to residential. That portion will be part of the General Plan Update.

PUBLIC COMMENT

The following members of the public spoke during public comment: Myriah Moses, Jason Anderson, and Max Zappas.

Max Zappas answered questions raised during public comment. He addressed parking and said the uses will be not retail, but more office-low intensity uses. He asked for parallel parking on Curbaril Ave., but that is a question for Public Works.

Chairperson Newsom closed the Public Comment period.

Chairperson Newsom left the meeting at 3:00 p.m. and asked Vice Chairperson Funk to chair the meeting.

MOTION: By Committee Member Baranek and seconded by Committee Member van den Eikhof to approve the project with the following changes:

- Amendment to Condition 1 to not allow spaces to be reserved, except for 15 spaces reserved for General Commercial use only during normal hours and not to be tenant specific.
- Recreation areas may be designed as passive use spaces.
- Planning Commission make the findings for peak hour parking reduction to allow flexibility for commercial tenant uses.

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

This project will move forward to the Planning Commission.

COMMITTEE MEMBER COMMENTS AND REPORTS

None.

DIRECTOR'S REPORT

Community Development Director said this is our last meeting for this year. In 2023, we will be shifting our focus to the General Plan. January 25th will be an open house workshop.

Director Dunsmore answered a question in regards to California Manor from Susan Funk in regards to funding and deadlines.

ADJOURNMENT– 3:19 p.m.

The next regular meeting of the DRC is scheduled for Thursday, January 12, 2023.

MINUTES PREPARED BY:

Annette Manier, Recording Secretary
Administrative Assistant

t:\~ design review committee\minutes\minutes 2022\draft minutes of 12.15.22.docx



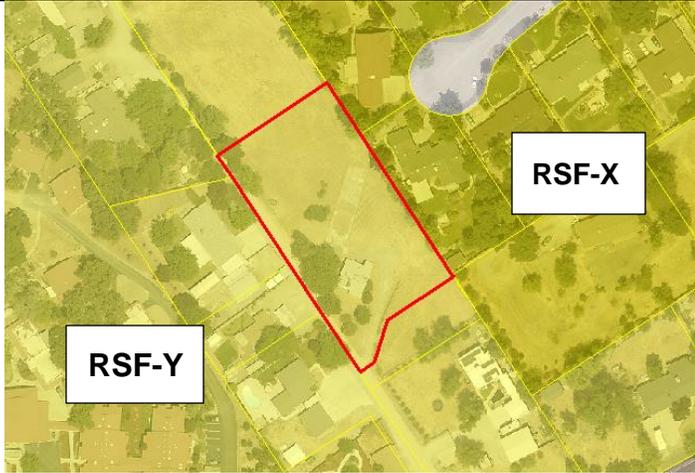
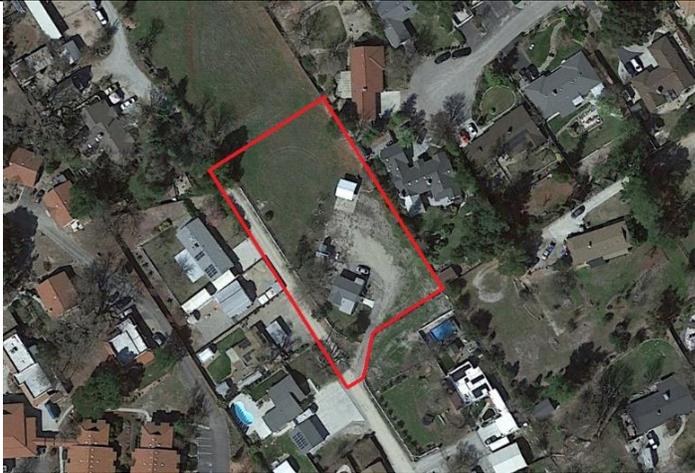
Atascadero Design Review Committee

Staff Report

8559 Santa Rosa Cargo Container (PRE22-0097)

MEETING DATE	PROJECT PLANNER	APPLICANT CONTACT	PLN NO.	
3/30/2023	Mariah Gasch Associate Planner	Brian Armet	PRE22-0097	
RECOMMENDATION				
<p><i>Staff Recommends to the Design Review Committee:</i></p> <p>1. Review plans for the permitting of a cargo container used as accessory storage on a single-family zoned lot. Direct the applicant to make any modification to the site or building design as necessary prior to requesting a building permit.</p>				
PROJECT ADDRESS	GENERAL PLAN DESIGNATION	ZONING DISTRICT	ASSESSOR PARCEL NUMBER(S)	SITE AREA
8559 Santa Rosa Rd.	Single Family Residential Y (SFR-Y)	Residential Single-Family Y (RSF-Y)	056-301- 042	1.03 ac (gross) 0.83 ac (net)
PROJECT DESCRIPTION				
<p>The proposed project includes the permitting of an as-built 320 sf (40' x 8') cargo container located on a single-family residential property. The cargo container has been on the property since Summer of 2022 for the use of accessory storage but has not been permitted. Requesting approval to keep the cargo container onsite and proceed with building permits.</p>				
ENVIRONMENTAL DETERMINATION				
<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 01 _____ _____	<input type="checkbox"/> No Project - § 15268 Ministerial Project	
EXISTING USES				
Existing use is a single-family residence.				



ZONING AND LOCATION		AERIAL	
			
SURROUNDING ZONING DISTRICTS AND USES			
<u>North:</u> RSF-X	<u>South:</u> RSF-Y	<u>East:</u> RSF-X	<u>West:</u> RSF-Y

DISCUSSION:

Project Description / Summary

The applicant is asking to permit an existing 320 square foot cargo container. The existing site fronts an unnamed unpaved driveway off of Santa Rosa Road. It contains a single-family residence, an approximately 100 square foot storage shed, a 320 (40' x 8') square foot cargo container, and an open-sided storage structure of approximately 400 square feet. The cargo container is unpermitted, and the owner is requesting approval to keep the cargo container onsite and proceed with building permits. The cargo container has been on the property for less than one year and is in good condition. It is used for the storage of private belongings.

Analysis

Background

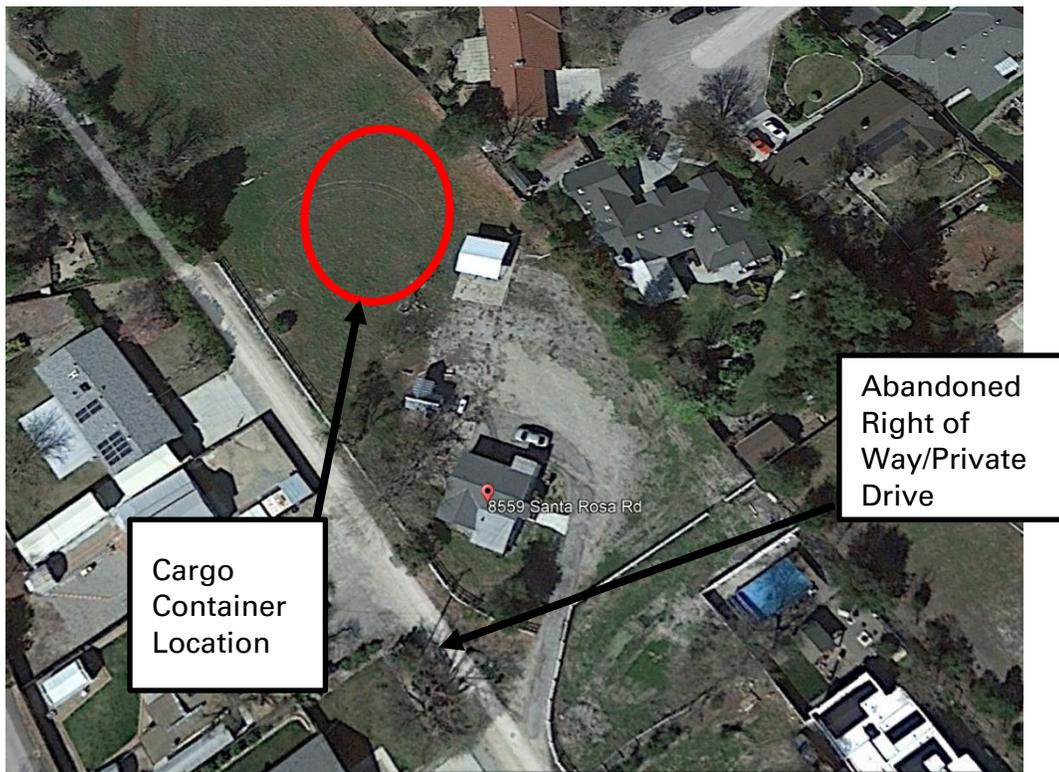
The applicant stated that the cargo container has been on the property since summer of 2022. The container is highly visible from nearby properties but is not from Santa Rosa Road. The cargo container was brought to the City's attention through a code enforcement complaint.



Zoning and Accessory Storage Standards

The parcel is located in the Residential Single-Family Y (RSF-Y) zone and is fronted by a private shared-access dirt driveway off of Santa Rosa Road. Atascadero Municipal Code 9-6.103(h) outlines the City's cargo container standards. Cargo containers are allowed to be used as accessory storage on single family residential lots greater than 1 acre, subject to Design Review Committee (DRC) review for neighborhood compatibility and approval of a building permit. Cargo containers used as accessory storage require a building permit if they are larger than one hundred and twenty (120) square feet in size. Cargo containers also must be located in the rear half of the property and are to be consistent with underlying zone setback requirements. If the DRC approves placement of the cargo container, it will be eligible for a permit.

Proposed Cargo Container Location



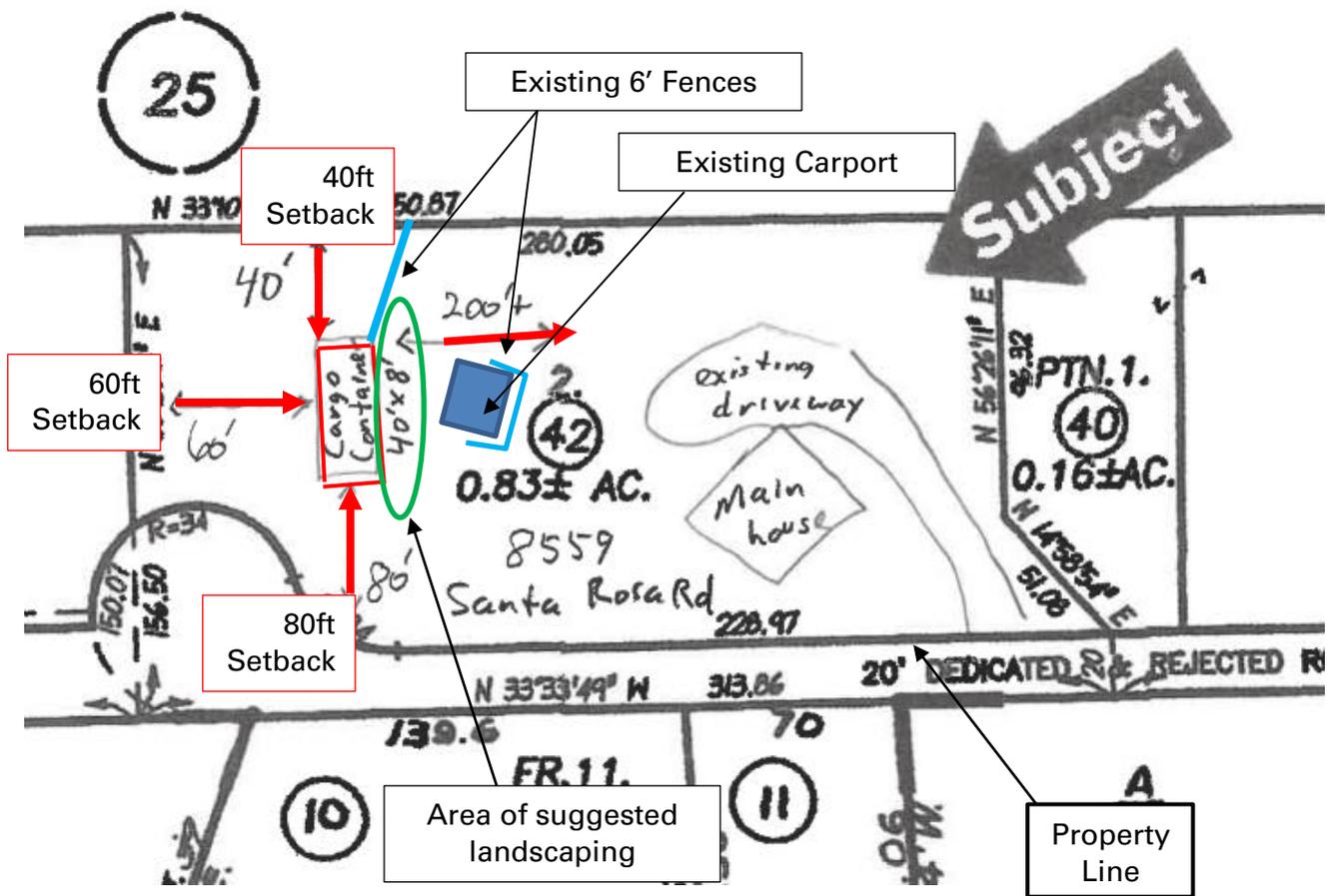
Setbacks and Proposed Site

The site is located in the RSF-Y zone and has a single frontage onto a shared-access dirt driveway to its southwest. The southwestern portion of the site contains private road, moving the adjacent property line by an additional 20 ft. The container appears to abide by City setback codes. It is placed on a compacted road base foundation that is level with a 2% slope. Between the container and the road base are 4-inch-tall concrete blocks that keep it off of the ground. The container was professionally installed by the supplier, and



is placed on a solid, level area of the yard. However, it is highly visible from adjoining properties and is located in a central area of the parcel. The cargo container is located behind a carport on the site. The applicant installed fencing near the container to partially screen it and to accommodate concerns from the neighboring property. Due to its high visibility and central location, the container may require substantial landscape screening or may need to be moved to a less visible area of the property. Staff has suggested a location for tall screening landscaping. However, if it is approved it should be recognized that the container will still require a construction permit.

Proposed Project Site Plan



Staff is requesting that the DRC provide direction to the applicant on whether to proceed with pursuing a construction permit for the cargo container. If the DRC approves the cargo container on site, staff is requesting that the DRC provide input on design and location recommendations to make it compatible with the surrounding neighborhood.

DRC DISCUSSION ITEMS:

DRC Items for Discussion

- Site Design
 - Location of Cargo Container
 - Landscape screening
 - Setbacks
- Time requirements for removal or permitting

ATTACHMENTS:

1. DRC Action Form
2. Cargo container photos
3. Site plan



Attachment 1: DRC Action Form



CITY OF ATASCADERO

Community Development Department

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

DRC Action Form

Project #: PRE22-0097
Project Title: 8559 Santa Rosa Cargo Container
Planner/ Project Manager: Mariah Gasch
DRC Review Date(s): 3/30/23

Final Action: DRC PC CC

Conditions & Recommendations:

- The structure should be properly screened by vegetation to blend in with the surrounding scenery as shown in Attachment 3.
- Applicant should prepare an appropriate to-scale site plan prior to requesting a building permit.
- Applicant shall apply for building permit within 90 days of hearing and construction shall be done within 6 months of hearing date.

OR

- Demolition of the structure shall be complete within 6 months of hearing date.



Attachment 2: Cargo Container Photos

On-site



From the shared-access driveway





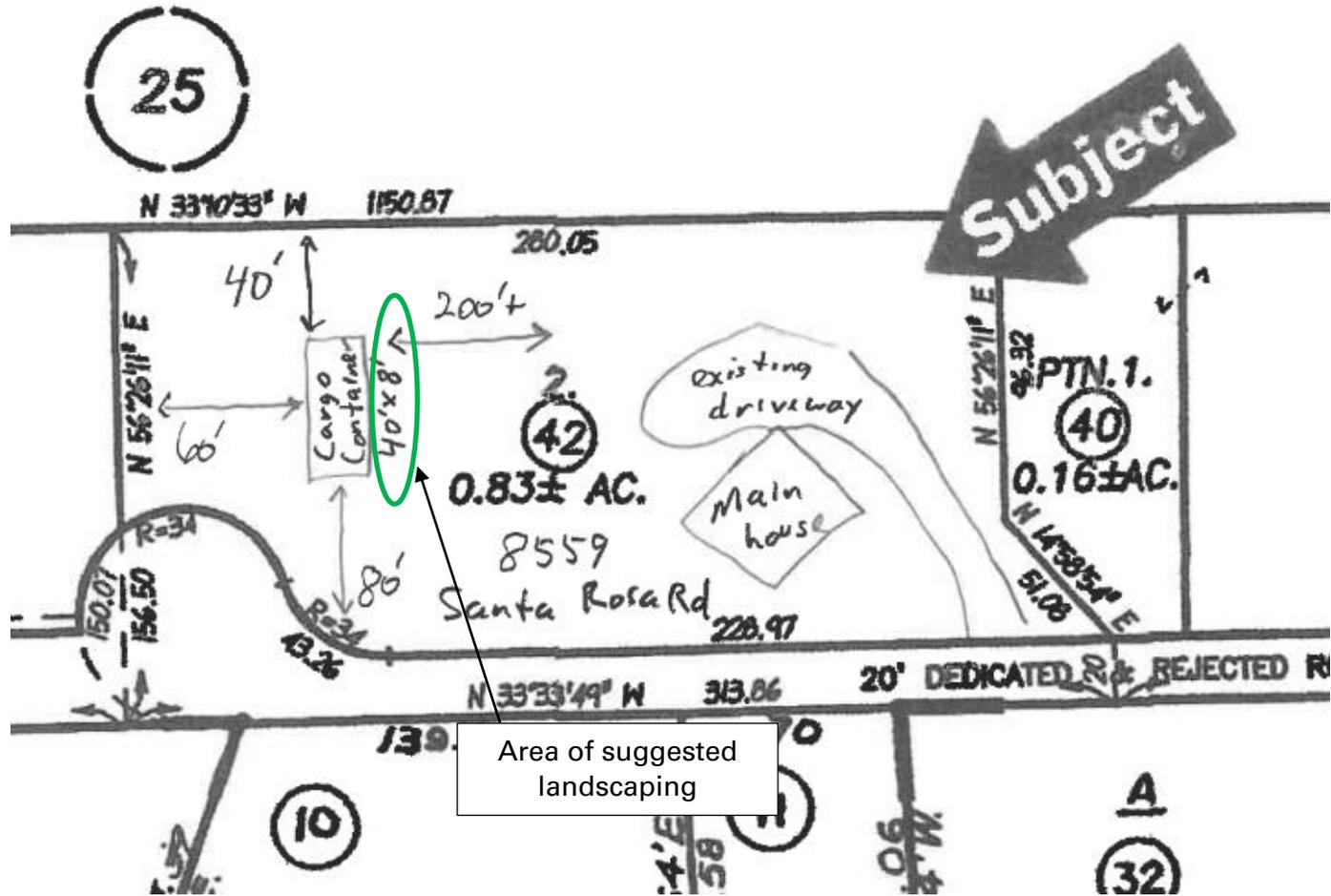
Foundation/blocks



Note: the container is not visible from Santa Rosa Rd.



Attachment 3: Proposed Site Plan





Atascadero Design Review Committee

Staff Report – Community Development Department

10000 Corona Road Fence Exception

MEETING DATE	PROJECT PLANNER	APPLICANT CONTACT	PLN NO.	
3/30/23	Mariah Gasch Associate Planner	Nathanael Simmon	PRE 22-0101	
RECOMMENDATION				
<p><i>Staff Recommends to the DRC:</i> Approve the request for an exception to the front setback fencing requirement to allow a solid fence of six feet in height where a maximum fence height of five feet, with the top two feet being transparent, would normally be allowed based on findings and subject to Conditions of Approval.</p>				
PROJECT ADDRESS	GENERAL PLAN DESIGNATION	ZONING DISTRICT	ASSESOR PARCEL NUMBER(S)	SITE AREA
10000 Corona Rd,	Rural Estates (RE)	Rural Suburban (RS)	050-192-015	3.84
PROJECT DESCRIPTION				
<p>The applicant is seeking to maintain height of established 6ft privacy fence in front setback area, perpendicular to Corona Road.</p>				
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> 3 </u> CEQA Guidelines § 15303		<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 in a large-lot residential suburban neighborhood. The subject fence is already existing and provides the owners with privacy. Therefore, the applicant wishes to maintain their 6-foot, wooden fence within the front setback of their property. The fence runs along the property line, perpendicular to the roadway between 10000 Corona Rd and 9950 Corona Rd, in a location where the Atascadero Municipal Code (AMC) 9-4.128 requires that a fence located within a required front setback be no greater than five feet of height, with the top two feet being at least 80% transparent.

The applicant was contacted by the City's Code Enforcement Officer about several suspected violations on the property, brought to the City's attention by a neighbor. The property owner has since cleared those suspected violations. The fence height issue was not on the original list of violations. However, once the owner learned the fence was too tall, they contacted the City to request this fence height exception to bring the property fully into compliance.

Fencing and Screening Standards

Atascadero Municipal Code 9-4.128 (c)(i) states that *"Fencing within a required front or corner yard setback may be up to five (5) feet in height, provided that the top two (2) feet remain a minimum of eighty percent (80%) visibility"*.

The municipal code allows the Design Review Committee to grant an exemption to the front setback fencing requirement to a maximum of six (6) feet in height if proposed fence would be consistent with the neighborhood character and does not impair site distance for vehicular traffic.

Design

The solid six (6)-foot wooden picket fence is a light wood. The fence is approximately 200-feet long and follows the existing grade and slope. Neighboring property frontages that have fences include a range of fence types such as split rail, pipe fencing, wood and chain link. The fence type chosen will not inhibit visibility of the residence, and is more attractive than chain link. Furthermore, it does not restrict the street visibility of motorists or pedestrians and does not create a vehicular site distance issue.



Current Fence:





Findings

To approve the request, the Design Review Committee (DRC) may grant an exemption to the front setback fencing requirement if they find that the fence is both consistent with the neighborhood character and does not impair site distance for vehicular traffic.

The fence is a natural wood color that is a common type of neighborhood fence that does not seem to disrupt neighborhood character. Furthermore, the fence does not obstruct the view of vehicles or pedestrians.

DRC DISCUSSION ITEMS:

1. Fence design and neighborhood compatibility

ATTACHMENTS:

- Attachment 1: Aerial View
- Attachment 2: DRC Action Form



Attachment 1: Aerial View PRE 22-0101



Attachment 2: DRC Action Form
PRE 22-0033



CITY OF ATASCADERO

Community Development Department

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DRC Action Form

Project #: PRE22-0101
Project Title: 10000 Corona Rd 6ft Fence Within Front Setback
Planner/ Project Manager: Mariah Gasch
DRC Review Date(s): 3/30/23

Final Action: DRC PC CC

Conditions & Recommendations:

1. Fence shall remain in its current location and not be moved to another location within the front setback without DRC approval.
2. Maximum fence height shall not exceed six feet.
3. Fence shall be maintained in good order. Required repairs shall be made to the fence in a timely order.

- OR**
- Demolition of the fence shall be complete within 6 months of hearing date.



Atascadero Design Review Committee

Staff Report – Community Development Department

CoastHills Credit Union Remodel

MEETING DATE	PROJECT PLANNER	APPLICANT CONTACT	PLN NO.	
3/30/2023	Sam Mountain Assistant Planner	Kai Silva RK Builders Inc.	PRE23-0022	
RECOMMENDATION				
<p><i>Staff Recommends to the DRC:</i> Review the conceptual elevations for a remodel of CoastHills Credit Union and either approve as-is or provide recommendations for any potential design modifications.</p>				
PROJECT ADDRESS	GENERAL PLAN DESIGNATION	ZONING DISTRICT	ASSESOR PARCEL NUMBER(S)	SITE AREA
8900 Pueblo Avenue	General Commercial (GC)	Commercial Professional (CP)	030-241-052 030-241-001	1.01 Acres
PROJECT DESCRIPTION				
<p>The applicant, CoastHills Credit Union, is proposing to remodel interior space and install a new exterior façade following significant damage from recent storms. Proposed interior remodeling includes the addition of a new tenant space within the existing building, general repair, accessibility upgrades, new flooring and paint, and new cabinetry and teller stations. Proposed exterior modification includes the removal of arched copper roof additions, the redesign of exterior architectural elements, and the replacement of storefront windows.</p>				
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 type="checkbox"/> Cat. Exemption Class _____ CEQA Guidelines § 15303	<input checked="" type="checkbox"/> No Project - § 15268 Ministerial Project	

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Zoning Map



DISCUSSION:

Project Description / Summary

The building is located at the intersection of El Camino Real and Pueblo Ave. and hosts the Atascadero banking branch of CoastHills Credit Union. The bank's entrance faces Pueblo Ave. and has a drive-through ATM on the opposite side. The lot currently has one entrance on Pueblo Ave. and three exits: two on Pueblo Ave. and one on El Camino Real which is used for exiting ATM customers. The building has suffered damages due to recent storms, including cracked stucco, damaged waterproofing on the exterior and mold in the interior.

The applicant is proposing a building remodel involving general material repair work, modification of the exterior façade, addition of a second tenant space within the building, and creation of a new interior floor plan. Proposed exterior modifications include removing and replacing stucco, modifying architectural elements, changing exterior accent colors, and removing an existing stucco "pop-out" in front of the windows facing El Camino Real. Proposed interior modifications include a new tenant space, repairing and mitigating flood and mold damage, installing new teller stations and cabinetry, adding new flooring and paint, and modifying non-load-bearing walls.

DRC DISCUSSION ITEMS:

Exterior Architecture and Color

The applicant is proposing an exterior façade color scheme composed of a 'Dove Grey' primary stucco color with 'Pacific Blue' corrugated metal siding details. The two primary façades on the north (Pueblo Ave.) and east (El Camino Real) of the structure will remain the primary façades. The plans submitted show the removal of stucco "pop-out" features and clerestory windows on the eastern El Camino Real façade and the western and southern parking lot façades, to be replaced by larger windows with an opaque, blue panel on their lowest pane. Arched copper roofs over the drive-thru and front entrance will be removed and replaced with flat roofing features; additionally, the arched architectural feature in the front entrance will be removed. Shingled roofing will remain, though the roof parapet will be painted to match the primary stucco color.

Staff Recommendations

The architectural features of the remodel are in keeping with the property's surroundings and staff have no significant aesthetic concerns. Staff has no recommendations.

Summary

CoastHills is proposing a repair and remodel of both the interior and exterior of their Atascadero branch on Pueblo Ave. following flood damage. While structural elements will



largely remain unchanged, the plans show moderate revisions to the floor plan and aesthetic changes to the building façade.

ATTACHMENTS:

- Attachment 1: Existing Façade Elevations
- Attachment 2: Proposed Façade Elevations
- Attachment 3: Proposed Floor Plan
- Attachment 4: Proposed Site Plan
- Attachment 5: DRC Action Form



Attachment 1: Existing Façade Elevations
PRE 23-0022

Front View, North, from Pueblo Ave.

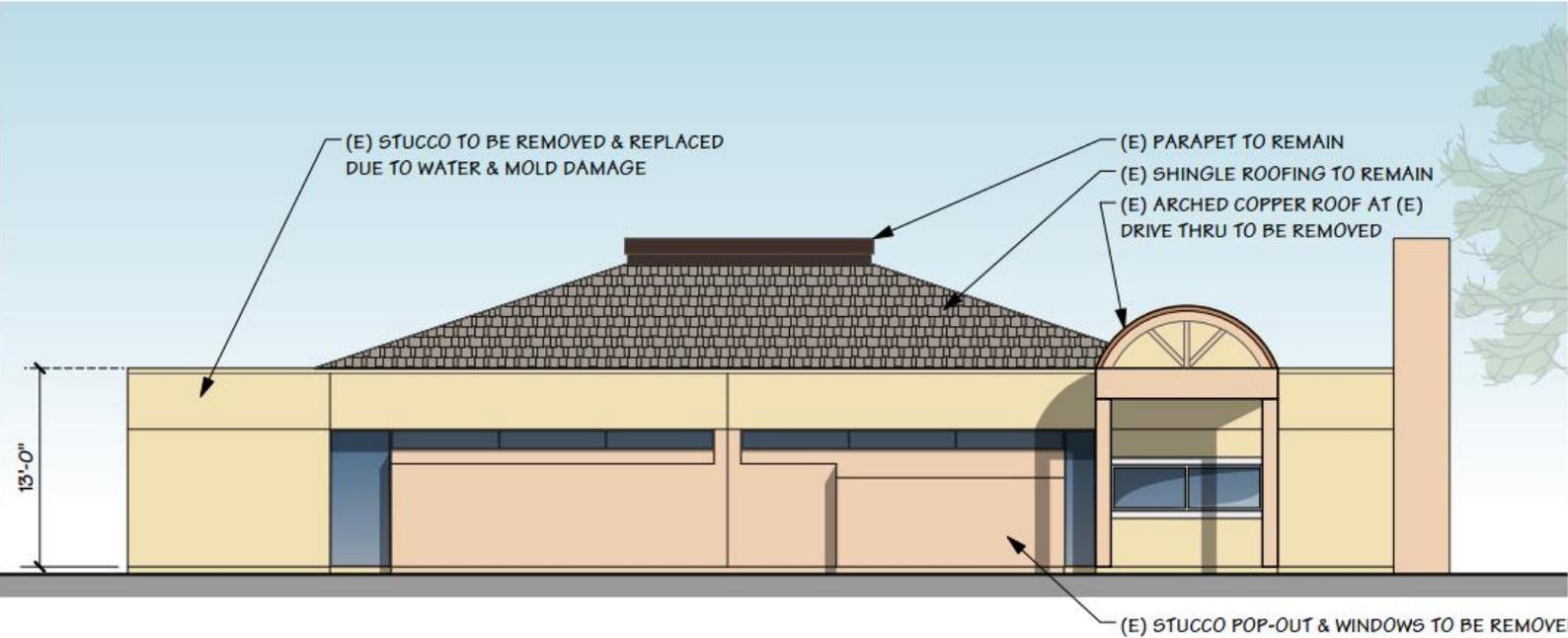


Side View, East, from El Camino Real



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Side View, West, from parking lot

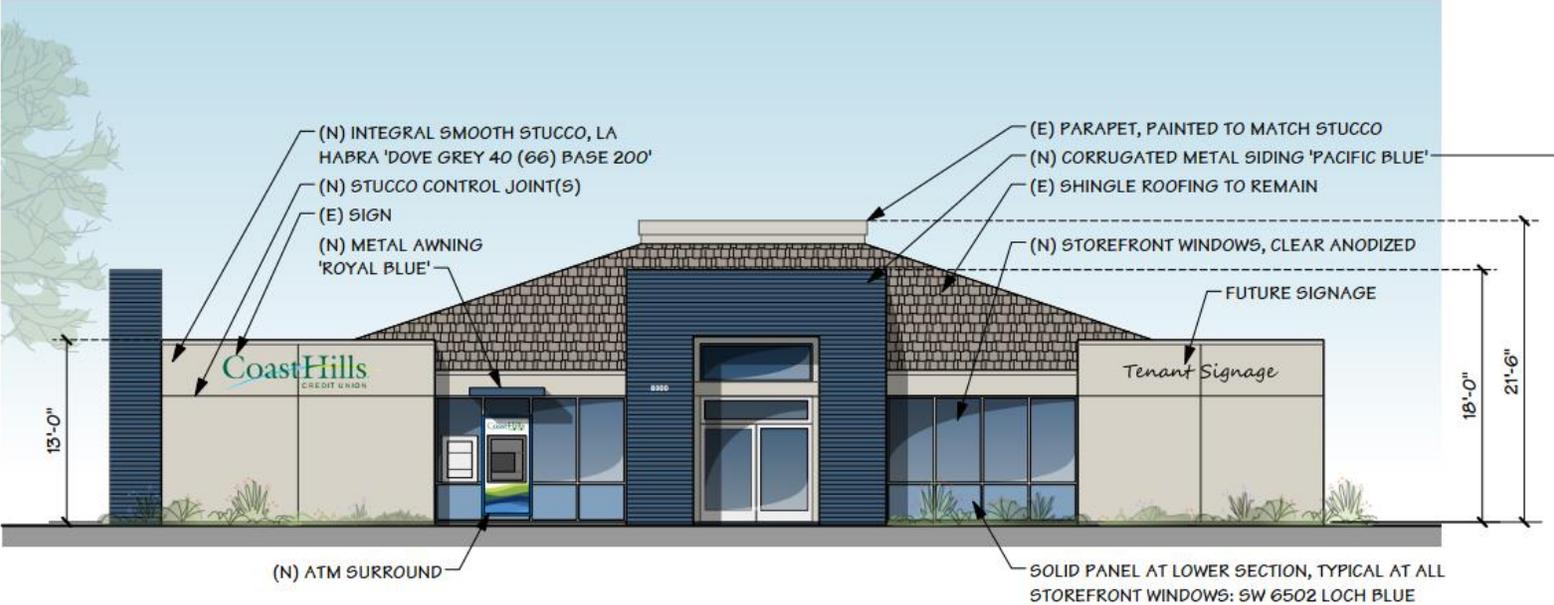


Rear View, South, from parking lot



Attachment 2: Proposed Façade Elevations
PRE 23-0022

Front View, North, from Pueblo Ave.

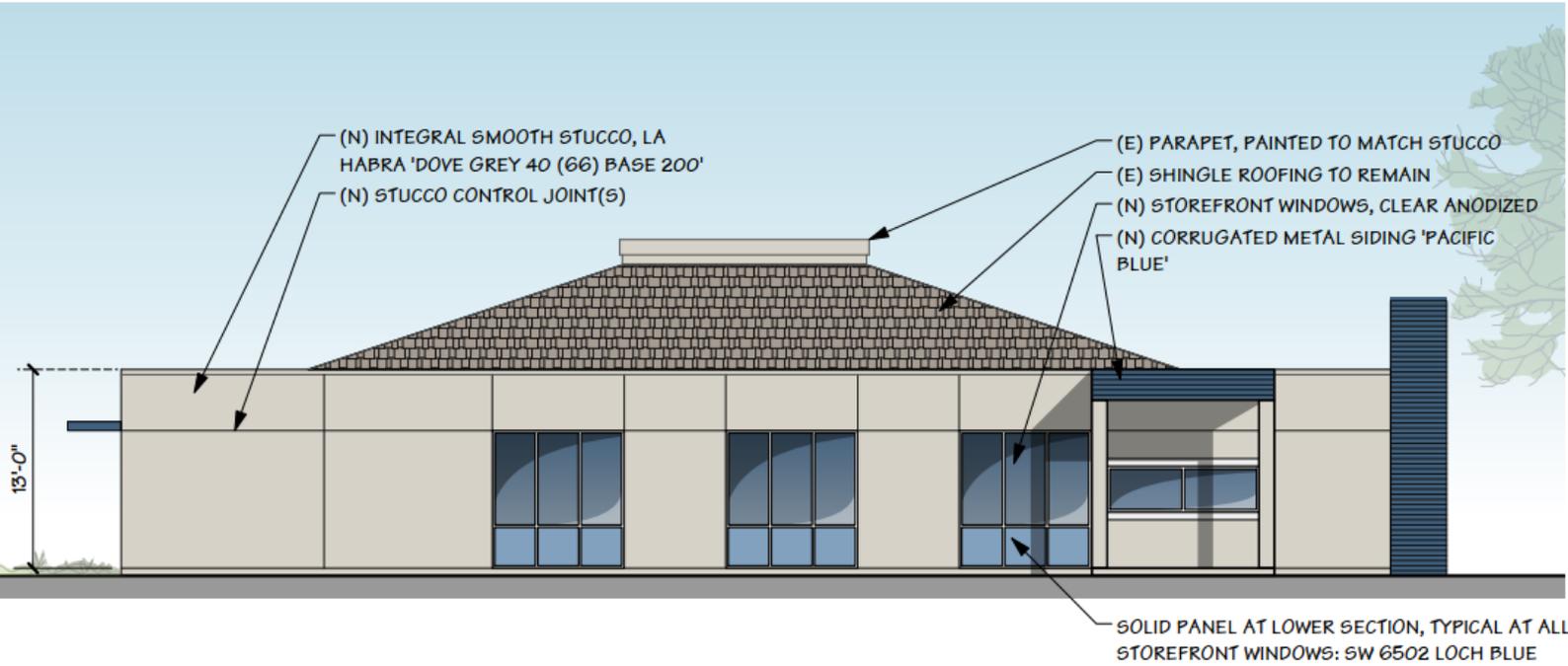


Side View, East, from El Camino Real

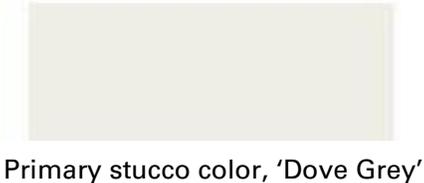


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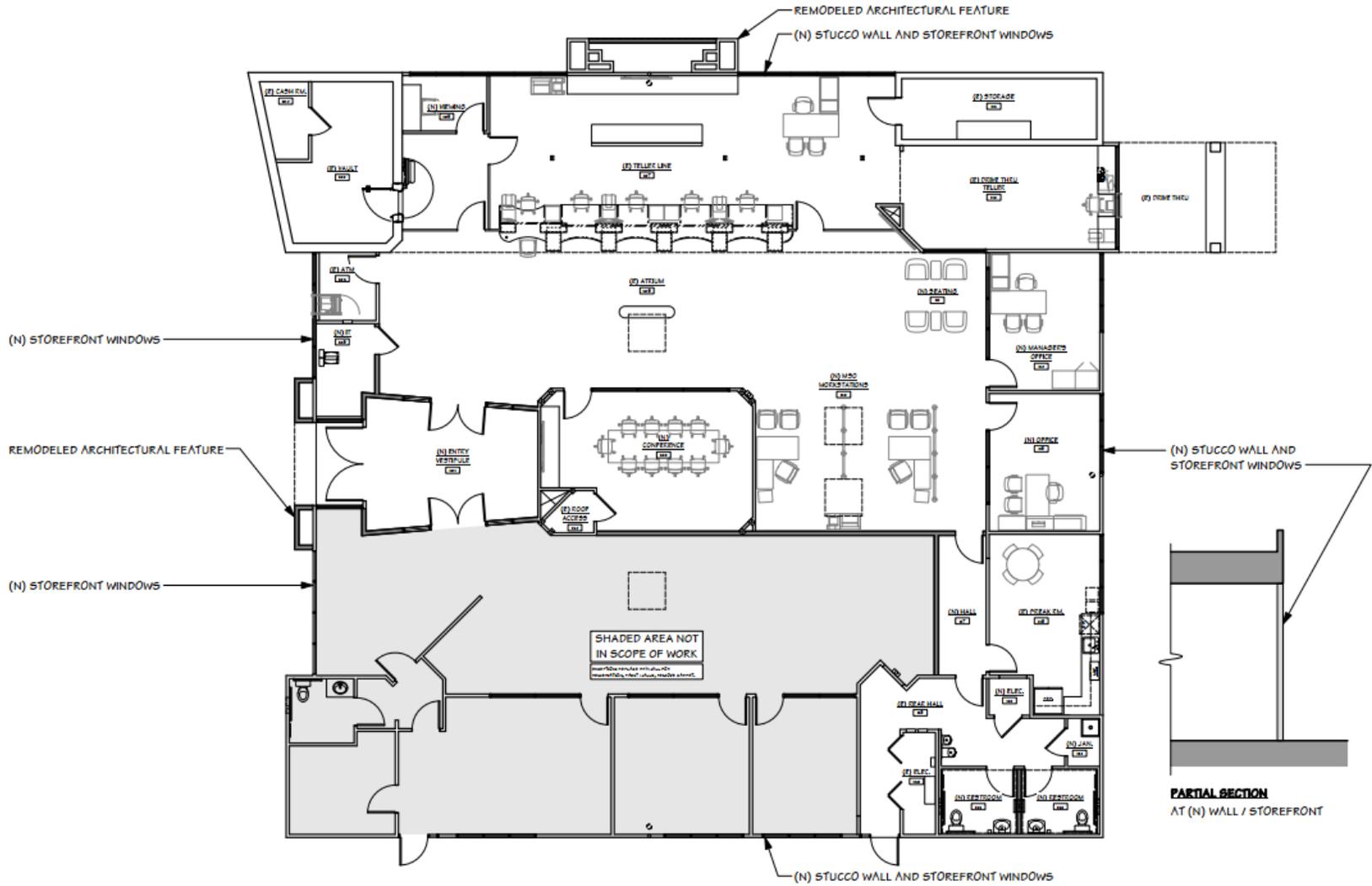
Side View, West, from parking lot



Rear View, South, from parking lot

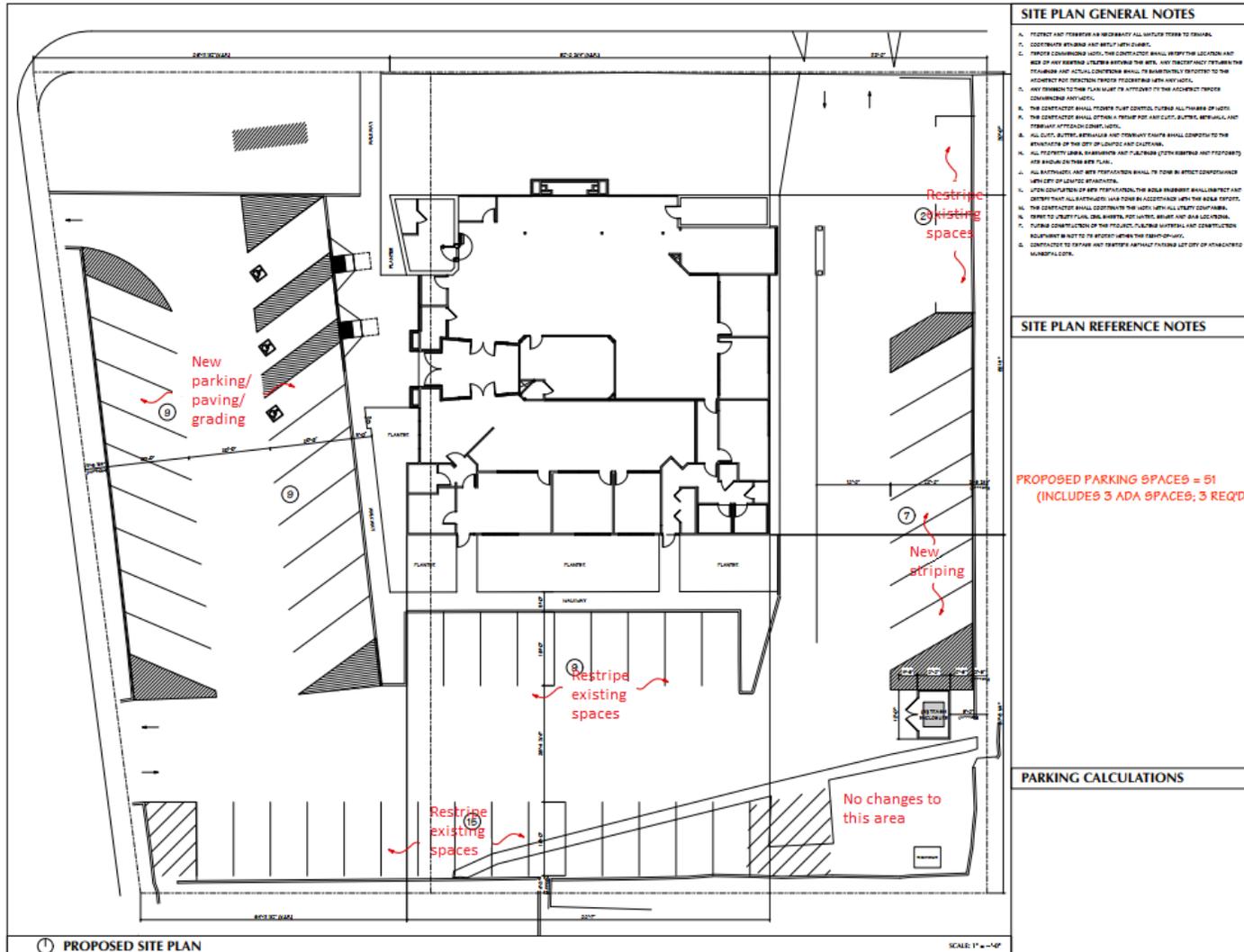


Attachment 3: Proposed Floor Plan
PRE 23-0022



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Attachment 4: Proposed Site Plan
PRE 23-0022



**Attachment 5: DRC Action Form
PRE 23-0022**



CITY OF ATASCADERO

Community Development Department

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DRC Action Form

Project #: PRE23-0022
Project Title: CoastHills Credit Union Remodel
Planner/Project Manager: Sam Mountain
DRC Review Date(s): 3/30/2023

Final Action: DRC PC CC

Conditions & Recommendations:

Yes No

<input type="checkbox"/>	<input type="checkbox"/>	Colors and materials must match what is depicted in submitted elevations.
<input type="checkbox"/>	<input type="checkbox"/>	Signs will be required to comply with Atascadero Municipal Code standards at the time of building permit submittal.
<input type="checkbox"/>	<input type="checkbox"/>	The owner shall merge APNs 030-241-001 & -052 prior to building permit issuance for any improvements onsite. OR The owner shall record a document on the properties prior to building permit issuance stating that they can't be sold individually unless the uses on each comply independently with the zoning code