



**APPROVED**

APR 16 2024

CITY OF ATASCADERO  
PLANNING

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**CITY OF ATASCADERO  
PLANNING COMMISSION**

## MINUTES

**Regular Meeting – Tuesday, March 19, 2024 – 6:00 P.M.  
City Hall  
6500 Palma Avenue, Atascadero, California**

### **CALL TO ORDER - 6:00 p.m.**

Chairperson Keen called the meeting to order at 6:05 p.m. and Commissioner Carranza led the Pledge of Allegiance.

### **ROLL CALL**

Present: Commissioners Anderson, Carranza, Heath, Hughes, Schmidt, Vice Chairperson van den Eikhof and Chairperson Keen

Absent: None

Vacant: None

Others Present: Annette Manier, Recording Secretary  
Roxanne Diaz, Assistant City Attorney (via Teleconference)

Staff Present: Planning Manager, Kelly Gleason  
Senior Planner, Xzandrea Fowler  
Associate Planner, Erick Gomez

### **APPROVAL OF AGENDA**

**MOTION: By Commissioner Schmidt and seconded by Commissioner Hughes to approve the Agenda.**

*Motion passed 7:0 by a roll-call vote.*

### **PUBLIC COMMENT**

None.

***Chairperson Keen closed the Public Comment period.***

## **PUBLIC COMMENT**

The following members of the public spoke: Tom Sprinkles (Dunnigan Sprinkle Architects), Kamal Patel (Capricorn Property Group), Larry Pace (Construction Project Manager), Rob Polacek (via Teleconference), and Devin Haggie.

***Chairperson Keen closed the Public Comment period.***

**MOTION:** By Commissioner Schmidt and seconded by Commissioner Hughes to adopt PC Resolution 2024-0006 approving USE24-0019 approving a Conditional Use Permit to allow the remodel of the Carlton Hotel to add 11 additional guest rooms on the ground floor and the 2<sup>nd</sup> floor and a parking modification on APN 029-342-023, based on findings and subject to conditions of approval, with an added edit on page 17 to include “and parking modification” after the word “Permit”, and an addition to Condition 6 to state that “Staff and Applicants to develop a Parking Management Plan that could be reviewed should the parking situation negatively impact the downtown.”

***Motion passed 7:0 by a roll-call vote.***

## **COMMISSIONER COMMENTS AND REPORTS**

Chairperson Keen, Commissioner Carranza, and Planning Manager Gleason attended the Planning Commissioner’s conference in Long Beach recently. Chairperson Keen gave a report on the training.

## **DIRECTOR’S REPORT**

Planning Manager Gleason stated that the next meeting will be held on April 2, 2024, and the Commission will hear a small subdivision project. On April 16<sup>th</sup>, the Commission may hear Objective Design Standards. The General Plan Update meeting will be held next Tuesday.

## **ADJOURNMENT – 7:46 p.m.**

The next regular meeting will be on April 2, 2024 at City Hall, 6500 Palma Avenue, Atascadero, CA.

## **MINUTES PREPARED BY:**



Annette Manier, Recording Secretary, Administrative Assistant

Adopted 4-16-24