



CITY OF ATASCADERO PLANNING COMMISSION AGENDA

REGULAR MEETING
Tuesday, June 18, 2019
6:00 P.M.

City Hall Council Chambers
6500 Palma Avenue, 4th Floor
Atascadero, California 93422

CALL TO ORDER

Pledge of Allegiance

Roll Call: Chairperson Tom Zirk
Vice Chairperson Mark Dariz
Commissioner Duane Anderson
Commissioner Ellen Béraud
Commissioner Michael Shaw
Commissioner Jeff van den Eikhof
Commissioner Jan Wolff

APPROVAL OF AGENDA

PUBLIC COMMENT (This portion of the meeting is reserved for persons wishing to address the Commission on any matter not on this agenda and over which the Commission has jurisdiction. Speakers are limited to three minutes. Please state your name for the record before making your presentation. The Commission may take action to direct the staff to place a matter of business on a future agenda.)

CONSENT CALENDAR (All items on the consent calendar are considered to be routine and non-controversial by City staff and will be approved by one motion if no member of the Commission or public wishes to comment or ask questions.)

1. **DRAFT MINUTES OF JUNE 4, 2019**
 - Recommendation: Commission approve the June 4, 2019 Minutes.
2. **APPROVAL OF TIME EXTENSION FOR 10850 EL CAMINO REAL**
 - Recommendation: Commission approve the time extension (TEX19-0052).

WEBSITE:



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COMMUNITY DEVELOPMENT STAFF REPORTS**3. CPP 19-0045 ANNUAL GENERAL PLAN / HOUSING REPORT**

The State of California requires all cities to file an Annual General Plan / Housing Report to the Department of Housing and Community Development (HCD) and the State Department of Office Planning and Research (OPR). The purpose of the Report is to monitor the implementation of the City's General Plan Housing Element and progress toward meeting the City's Regional Housing Needs Allocation (RHNA), as well as review the General Plan to ensure the City is meeting the goals and objectives established by the Plan.

PUBLIC HEARINGS (NONE)

(For each of the following items, the public will be given an opportunity to speak. After a staff report, the Chair will open the public hearing and invite the applicant or applicant's representative to make any comments. Members of the public will be invited to provide testimony to the Commission following the applicant. Speakers should state their name for the record and can address the Commission for three minutes. After all public comments have been received, the public hearing will be closed, and the Commission will discuss the item and take appropriate action(s).)

DISCLOSURE OF EX PARTE COMMUNICATIONS:

Prior to a project hearing Planning Commission Members must disclose any communications they have had on any quasi-judicial agenda items. This includes, but is not limited to, Tentative Subdivision Maps, Parcel Maps, Variances, Conditional Use Permits, and Planned Development Permits. This does not disqualify the Planning Commission Member from participating and voting on the matter, but gives the public and applicant an opportunity to comment on the ex parte communication.

COMMISSIONER COMMENTS AND REPORTS**DIRECTOR'S REPORT****ADJOURNMENT**

The next regular meeting on July 2, 2019 will be cancelled. The next regular meeting will be on July 16, 2019, at 6:00 p.m.

Please note: Should anyone challenge in court any proposed development entitlement listed on this Agenda, that person may be limited to raising those issues addressed at the public hearing described in this notice or in written correspondence delivered to the Planning Commission at, or prior to, this public hearing.

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*City of Atascadero***WELCOME TO THE ATASCADERO PLANNING COMMISSION MEETING**

The Planning Commission meets in regular session on the first and third Tuesday of each month at 6:00 p.m. at City Hall, Council Chambers, 6500 Palma Avenue, Atascadero. Matters are considered by the Commission in the order of the printed Agenda.

Copies of the staff reports or other documentation relating to each item of business referred to on the Agenda are on file in the office of the Community Development Department and are available for public inspection during City Hall business hours at the Front Counter of City Hall, 6500 Palma Avenue, Atascadero, and on our website, www.atascadero.org. All documents submitted by the public during Commission meetings that are either read into the record or referred to in their statement will be noted in the minutes and available for review in the Community Development Department. Commission meetings are audio recorded, and may be reviewed by the public. Copies of meeting recordings are available for a fee. Contact the City Clerk for more information (470-3400).

In compliance with the Americans with Disabilities Act, **if you need special assistance to participate in a City meeting or other services offered by this City**, please contact the City Manager's Office or the City Clerk's Office, both at (805) 470-3400. Notification at least 48 hours prior to the meeting or time when services are needed will assist the City staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting or service.

TO SPEAK ON SUBJECTS NOT LISTED ON THE AGENDA

Under Agenda item, "PUBLIC COMMENT", the Chairperson will call for anyone from the audience having business with the Commission to approach the lectern and be recognized.

1. Give your name for the record (not required)
2. State the nature of your business.
3. All comments are limited to 3 minutes.
4. All comments should be made to the Chairperson and Commission.
5. No person shall be permitted to make slanderous, profane or negative personal remarks concerning any other individual, absent or present.

This is when items not on the Agenda may be brought to the Commission's attention. A maximum of 30 minutes will be allowed for Public Comment Portion (unless changed by the Commission).

TO SPEAK ON AGENDA ITEMS (from Title 2, Chapter 1 of the Atascadero Municipal Code)

Members of the audience may speak on any item on the agenda. The Chairperson will identify the subject, staff will give their report, and the Commission will ask questions of staff. The Chairperson will announce when the public comment period is open and will request anyone interested to address the Commission regarding the matter being considered to step up to the lectern. If you wish to speak for, against or comment in any way:

1. You must approach the lectern and be recognized by the Chairperson.
2. Give your name (not required).
3. Make your statement.
4. All comments should be made to the Chairperson and Commission.
5. No person shall be permitted to make slanderous, profane or negative personal remarks concerning any other individual, absent or present.
6. All comments limited to 3 minutes.

If you wish to use a computer presentation to support your comments, you must notify the Community Development Department at 470-3402 at least 24 hours prior to the meeting. Digital presentations brought to the meeting should be on a USB drive or CD. You are required to submit to the Recording Secretary a printed copy of your presentation for the record. Please check in with the Recording Secretary before the meeting begins to announce your presence and turn in the printed copy.

The Chairperson will announce when the public comment period is closed, and thereafter, no further public comments will be heard by the Commission.

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CITY OF ATASCADERO PLANNING COMMISSION

DRAFT MINUTES

**Regular Meeting – Tuesday, June 4, 2019 – 6:00 P.M.
City Hall Council Chambers
6500 Palma Avenue, Atascadero, California**

CALL TO ORDER - 6:00 p.m.

Chairperson Zirk called the meeting to order at 6:00 p.m. and Commissioner van den Eikhof led the Pledge of Allegiance.

ROLL CALL

Present: Commissioners Anderson, Béraud, van den Eikhof, Shaw, Vice Chairperson Dariz, and Chairperson Zirk

Absent: Commissioner Wolff (excused absence)

Others Present: Recording Secretary, Jessica Gibson
Recording Secretary, Annette Manier

Staff Present: Community Development Director, Phil Dunsmore
Assistant Planner, Mariah Gasch
Senior Planner, Kelly Gleason

APPROVAL OF AGENDA

**MOTION: By Commissioner Béraud and seconded by
Commissioner Anderson to approve the Agenda.**

Motion passed 6:0 by a roll-call vote.

PUBLIC COMMENT

None.

Chairperson Zirk closed the Public Comment period.

CONSENT CALENDAR

1. DRAFT MINUTES OF MAY 21, 2019

- **Recommendation:** Commission approve the May 21, 2019 Minutes.

MOTION: By Commissioner Béraud and seconded by Commissioner Anderson to approve the Consent Calendar.

Motion passed 6:0 by a roll-call vote.

COMMUNITY DEVELOPMENT STAFF REPORTS

None.

PUBLIC HEARINGS

DISCLOSURE OF EX PARTE COMMUNICATIONS:

Prior to a project hearing Planning Commission Members must disclose any communications they have had on any quasi-judicial agenda items. This includes, but is not limited to, Tentative Subdivision Maps, Parcel Maps, Variances, Conditional Use Permits, and Planned Development Permits. This does not disqualify the Planning Commission Member from participating and voting on the matter, but gives the public and applicant an opportunity to comment on the ex parte communication.

2. CONDITIONAL USE PERMIT FOR AMENDMENT FOR 9320-9575 VISTA BONITA

The proposed project is to amend the existing CUP to allow two new cell tower masts with modifications to existing masts.

- **Ex-Parte Communications:**
- **Recommendation:** Approve the project with conditions. (AMND18-0140)

EX PARTE COMMUNICATIONS

None.

Assistant Planner Gasch presented the staff report and she and Director Dunsmore answered questions from the Commission.

PUBLIC COMMENT

The following members of the public spoke during public comment: Jerry Ambrose and Gail Gresham. Gail Gresham spoke in opposition and noted that previous conditions to landscape had not been installed properly.

Chairperson Zirk closed the Public Comment period.

Jerry Ambrose answered questions from the Commission in regards to the visibility and function of the cell towers. The Commission requested that the applicant be diligent in improving the landscape of the surrounding area of the cell tower site.

MOTION: By Commissioner Anderson and seconded by Commissioner Dariz to adopt Resolution PC 2019 approving amendments to Conditional Use Permit 2000-0019 and PLN 2013-1479 allowing modification at the existing telecommunications facility at 9575 Vista Bonita co-located with other telecommunication facilities at the Chalk Mountain Facility consistent with Planning Commission Resolutions 1998-005 and 2013-0032 based on findings and subject to Conditions of Approval.

Motion passed 5:1 by a roll-call vote (Béraud opposed)

3. ZONE CHANGE FOR 2605, 2607, 3055, 3255 TRAFFIC WAY

The proposed project is a Zoning Amendment to change the current zoning district from Recreation to Public, and further define the list of allowed uses through a PD overlay zone.

- Ex-Parte Communications:
- Recommendation: Approve the project with conditions. (ZCH19-0029)

EX PARTE COMMUNICATIONS

None.

Senior Planner Gleason presented the staff report and answered questions from the Commission.

PUBLIC COMMENT

The following members of the public spoke during public comment: Kelsey Sullivan.

Chairperson Zirk closed the Public Comment period.

Kelsey Sullivan answered questions from the Commission regarding safety and evacuation protocol in regards to the facility location.

MOTION: By Commissioner Anderson and seconded by Commissioner Béraud to adopt Draft Resolution A, recommending the City Council introduce an ordinance for first

reading, by title only, to approve a zone map amendment to 2605, 2607, 3055, and 3255 Traffic Way (APN's 049-063-003, 004, 049-071-029, 030) based on findings.

Motion passed 6:0 by a roll-call vote

MOTION: By Commissioner Anderson and seconded by Commissioner Béraud to adopt Resolution B, recommending the City Council introduce an ordinance for first reading, by title only, to approve Planned Development Zone No. 35 for 2605, 2607, 3055, and 3255 Traffic Way (APN's 049-063-003, 004, 049-071-029, 030), based on findings.

Motion passed 6:0 by a roll-call vote

COMMISSIONER COMMENTS AND REPORTS

Vice Chairperson Dariz stated that he will be absent for the meeting on June 18, 2019.

The Commission discussed July meetings and decided to cancel the meeting on July 2, 2019.

DIRECTOR'S REPORT

Director Dunsmore gave a report on upcoming items to be heard at the next meeting and stated that he will be absent for the meeting on June 18, 2019.

ADJOURNMENT – 6:47 p.m.

The next Regular meeting of the Planning Commission is scheduled for **June 18, 2019**, at City Hall, Council Chambers, 6500 Palma Avenue, Atascadero.

MINUTES PREPARED BY:

Jessica Gibson, Recording Secretary
Administrative Support Assistant



Atascadero Planning Commission

Staff Report – Community Development Department

PLN 2015-1556 Vesting Tentative Tract Map Time Extension

RECOMMENDATION(S):

Staff recommends Planning Commission adopt the draft Resolution, approving a one-year time extension of PLN 2015-1556 including Vesting Tentative Tract Map TR 3099 in compliance with Sections 11-4.23(a) and 11-4.33(b) of the Subdivision Ordinance (Title 11).

Project Info In-Brief:

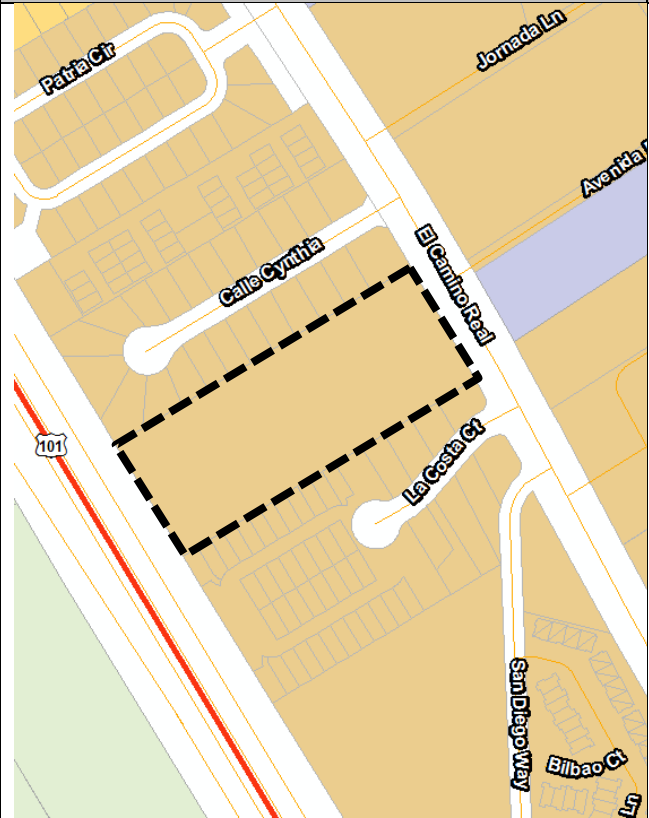
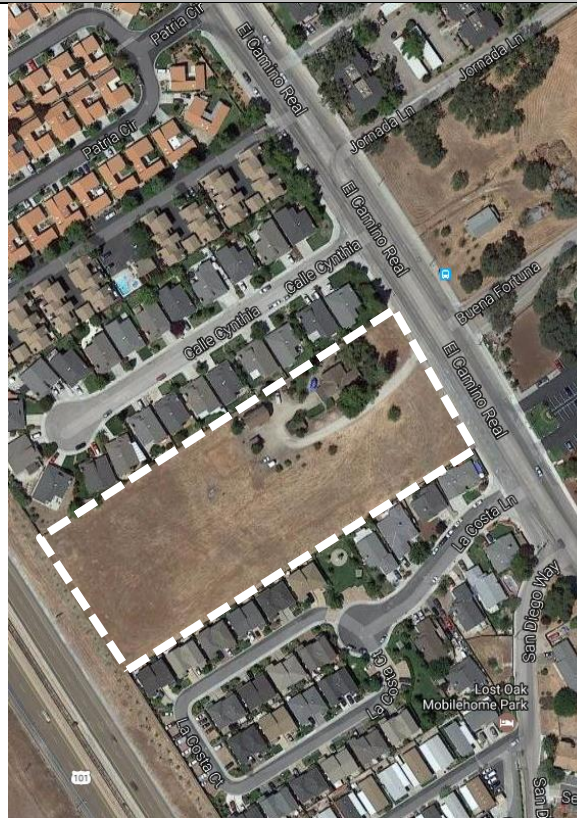
PROJECT ADDRESS:	10850 El Camino Real	Atascadero, CA	APN	045-351-008
PROJECT PLANNER	Kelly Gleason Senior Planner	470-3446	kgleason@atascadero.org	
APPLICANT	Hartberg Properties, LLC, 2165 Wilton Dr, Cambria, CA 93428			
PROPERTY OWNER	Hartberg Properties, LLC, 2165 Wilton Dr, Cambria, CA 93428			
GENERAL PLAN DESIGNATION:	ZONING DISTRICT:	SITE AREA	EXISTING USE	ENTITLED USE
General Commercial (GC)	RMF-20 / PD34	3.8 acres	Multi-Family parcel with Single-Family residence	Residential Planned Development with Senior Apartments
ENVIRONMENTAL DETERMINATION				
<input type="checkbox"/> Environmental Impact Report SCH: <input checked="" type="checkbox"/> Certified Negative / Mitigated Negative Declaration No. 2017-0009 <input type="checkbox"/> Categorical Exemption CEQA – Guidelines Section 153____ <input type="checkbox"/> Statutory Exemption §§ 21000, et seq & _____ <input type="checkbox"/> No Project – 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 | (805) 461-7612

DISCUSSION:

Existing Surrounding Uses / Parcel Configurations:

Existing Zoning		Existing Aerial / Surrounding	
			
North:	South:	East:	West:
Residential Multi-Family (RMF-20) / Single Family Residences	Residential Multi-Family (RMF-20) / Townhouses	Public (Chalk Mt. School) / RMF-20 (Apartments)	Freeway (US 101 Right of Way)

Background:

The Hartberg Planned Development was approved in September of 2017. The project includes a total of 75 units, 48 of which are senior apartments. The remaining 27 units consist of 20 attached townhome units on individual lots, and 7 detached single-family residences. The approved entitlements included a custom planned development overlay zone (PD #34), a master plan of development in the form of a conditional use permit, and a vesting tentative tract map (TR 3099).

The applicant has submitted subdivision improvement plans and a final map for City review. The approval of this extension request will allow the applicant to continue working toward plan and map completion.



Analysis:

The tentative map expires on September 12, 2019. This request would extend the map until September 12, 2019. The Subdivision Map Act mandates an initial two-year life and, by local ordinance, the City can extend initial life up to an additional 12 months. Additionally, the City may extend the time at which the map expires for a period or periods not to exceed a total of five years (these are discretionary extensions). The application for the extension must be filed prior to the expiration date. The Planning Commission has discretion on whether they want to extend the map, or they can defer the decision to the City Council. The Commission or City Council may also decide whether project conditions should be added, modified, or deleted.

Based on the limitations of the Subdivision Map Act, the map may be eligible for future extensions as this is the first discretionary extension and up to five may be allowed.

Conclusion:

Staff is continuing to work with the applicant team on the review of the Final Map and the Subdivision Improvement Plans. No factors have changed to warrant reconsideration of project conditions or entitlements. Staff recommends the Planning Commission approve the Time Extension as requested.

ENVIRONMENTAL DETERMINATION:

A mitigated negative declaration was prepared for the project and certified by the City Council on September 12, 2017, which adequately addressed the effects of the proposed project. No substantial changes have been made in the project, no substantial changes in the circumstances under which the project is being undertaken and no new information of substantial importance to the project which was not known or could not have been known when the negative declaration was certified has become known. Therefore, no further environmental review is required.



FINDINGS:

A Vesting Tentative Tract Map was approved as part of the project consistent with the Planned Development No. 34 Overlay Zone. The Vesting Tentative Tract Map was conditioned to meet all City standards including on-site and off-site street improvements.

Time Extension Findings

The following are required findings that must be made by the Planning Commission to extend Tract 3099, consistent with section 9-2.117 of the Atascadero Municipal Code.

1. There have been no changes to the provisions of the General Plan or zoning regulations applicable to the project since the approval of the entitlement (AMC 9-2.117(a)(1));
2. There have been no changes in the character of the site or its surroundings which affect how the standards of the General Plan or zoning regulations apply to the project (AMC 9-2.117(a)(2)).

Map History:

	<u>Approval</u>	<u>Expiration</u>
<i>Original Approval</i>	9/12/2017	9/12/2019
Proposed Extension		9/12/2020

ALTERNATIVES:

1. The Commission may approve the Time Extension subject to additional or revised project conditions.
2. The Commission may deny the Time Extension if it is found to be inconsistent with the General Plan or any of the other required findings. The Commission's motion to deny must include a finding basis for denial.
3. The Commission may continue the hearing and refer the item back to staff for additional information or analysis. Direction should be given to staff and the applicant on required information.

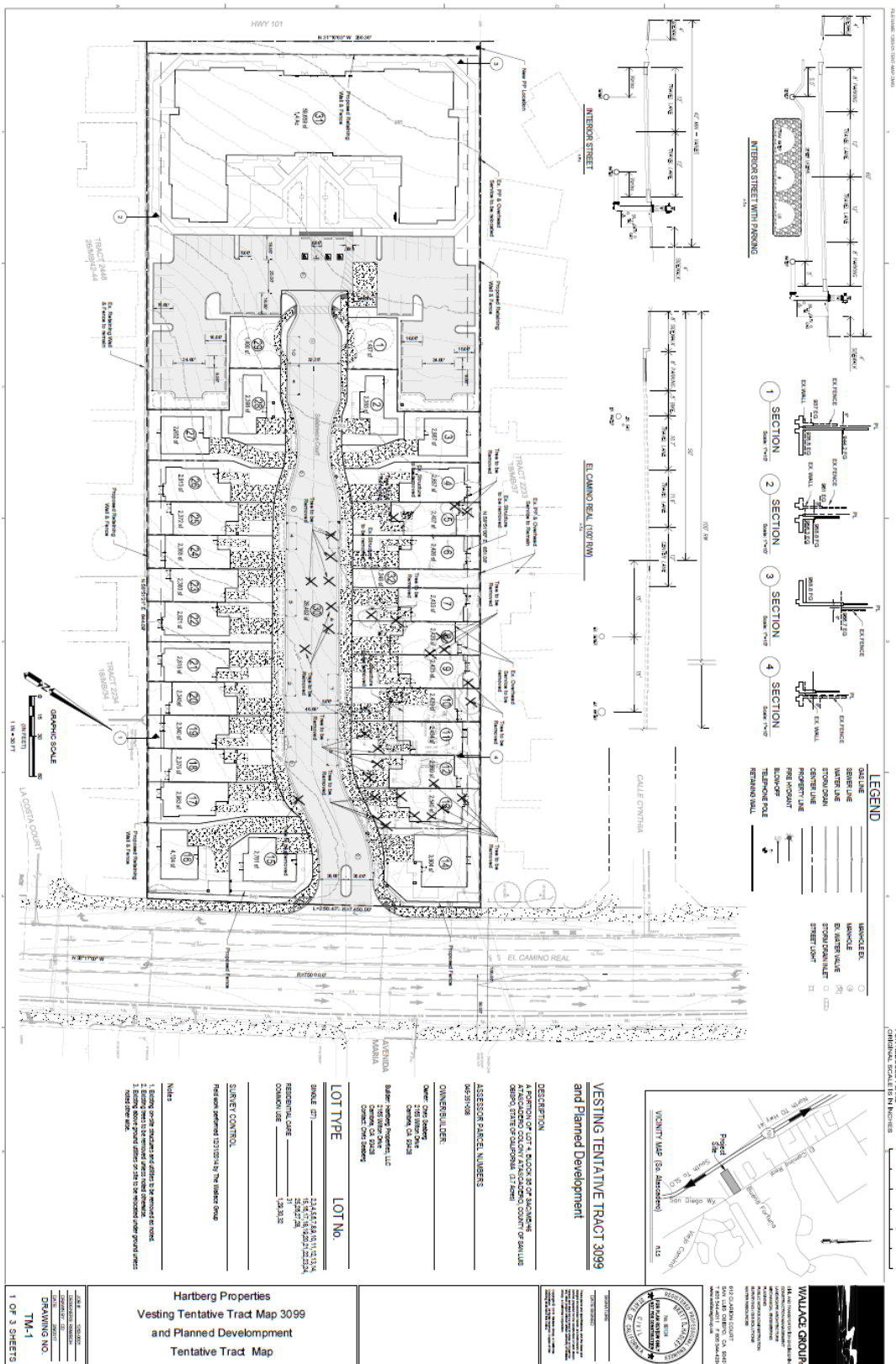
ATTACHMENTS:

1. Vesting Tentative Tract Map TR 3099
2. Conditions of Approval PLN 2015-1556
3. Draft Resolution



ATTACHMENT 1: Vesting Tentative Tract Map TR 3099
PLN 2015-1556





**ATTACHMENT 2: Conditions of Approval – TR 3099
PLN 2015-1556**

**PLN 2015-1556
HARTBERG PLANNED DEVELOPMENT
VESTING TENTATIVE SUBDIVISION TRACT 3099
10805 EL CAMINO REAL
PARENT APN 045-351-008**

The following conditions of approval apply to the project referenced above. The conditions of approval are grouped under specific headings that relate to the timing of required compliance. Additional language within a condition may further define the timing of the required compliance.

A. The following conditions shall be satisfied PRIOR TO THE RECORDATION OF A FINAL MAP, or at the time specified in the condition.

1. The applicant shall deed restrict the following affordable housing units within the development prior to or concurrently with recordation of a Final Map for the project: ☐ PLN
- 3 units dedicated to persons of very low income;
 - 6 units dedicated to persons of low income;
 - 6 units dedicated to persons of moderate income.

For sale units shall be deed restricted for 30 years. Units that are designated affordable that are rental units shall be restricted for 45 years.

2. The emergency services and facility maintenance costs listed below shall be 100% funded by the project in perpetuity. The service and maintenance costs shall be funded through a community facilities district established by the City at the developer's cost. The funding mechanism must be in place prior to or concurrently with acceptance of the final maps. The funding mechanism shall be approved by the City Attorney, City Engineer and Administrative Services Director prior to acceptance of any final map. The administration of the above mentioned funds shall be by the City. Developer agrees to participate in the Community Facilities District and to take all steps reasonably required by the City with regard to the establishment of the district and assessment of the property. ☐ CM
- All Atascadero Police Department service costs to the project.
 - All Atascadero Fire Department service costs to the project.
 - Off-site common City of Atascadero park facilities maintenance service costs related to the project.

3. All tract maintenance costs listed below shall be 100% funded by the project in perpetuity. The service and maintenance cost shall be funded through a Homeowners Association established by the developer subject to City approval or similar maintenance entity. The Homeowners Association or similar maintenance entity must be in place prior to, or concurrently with, acceptance of any Final Map. The Homeowners Association or similar entity shall be approved by the City Attorney, City Engineer and Administrative ☐ CM



Services Director prior to acceptance of any Final Map. The administration of the above mentioned funds, and the coordination and performance of maintenance activities, shall be the responsibility of the Homeowners Association.

- All streets, bridges, sidewalks, streetlights, street signs, roads, emergency access roads, emergency access gates, and sewer mains within the project.
 - All parks, trails, recreational facilities and like facilities.
 - All open space and native tree preservation areas.
 - All drainage facilities and detention basins.
 - All creeks, flood plains, floodways, wetlands, and riparian habitat areas.
 - All common landscaping areas, street trees, medians, parkway planters, manufactured slopes outside private yards, and other similar facilities.
 - All frontage landscaping and sidewalks along public streets.
4. Prior to Final Map, the applicant shall submit CC&Rs for review by the Community Development Department. The CC&R's shall record with the Final Map and shall include the following: ☐ PLN
- Provisions for maintenance of all common areas including access, parking, street trees, fencing and landscaping.
 - A detailed list of each individual homeowner's responsibilities for maintenance of the individual units.
 - Individual unit's responsibility for keeping all trash receptacles within the unit's garage.
 - Include provisions for ensuring parking within garages.
5. Prior to recordation of the Final Map, the Applicant shall establish a Benefit Maintenance Assessment District, or similar funding mechanism approved by the City, to provide sufficient funds on an annual basis to pay for the operation, maintenance and future replacement of the new wastewater collection system serving Eagle Ranch (both on-site and off-site). The engineer of record shall prepare and submit an estimated operating budget and capitol replacement analysis for review and approval by the City Engineer, prior to recordation of the Final Map. ☐ PWD
6. The Applicant shall enter into a Subdivision Agreement with the City and bond for all subdivision improvements (public and certain private improvements) that are not completed prior to recordation of the first Final Map and each subsequent phased Final Map. The Subdivision Improvement Agreement and bond shall be approved by the City Council and prepared in accordance with City regulations. ☐ PWD
7. An engineer's Estimate of Probable Cost shall be submitted for review and approval by the City Engineer to determine the amount of the bonds. ☐ PWD
8. If the tract monuments are not set prior to recordation of the Final Map, the Surveyor shall submit a letter stating the cost required to set the tract ☐ PWD



monuments and the Applicant shall submit a Monumentation Bond in an equal amount, to the satisfaction of the City Engineer.

9. Prior to recording the Final Map, the Applicant shall have the map reviewed by the public utility providers for power, telephone, gas, cable TV, and the Atascadero Mutual Water Company. The Applicant shall obtain a letter from each utility company stating that the easements and rights-of-way shown on the map for public utility purposes are acceptable.
10. Documents that the City of Atascadero requires to be recorded concurrently with the Final Map (e.g.: off-site rights-of-way dedications, easements not shown on the map, agreements, etc.) shall be listed on the certificate sheet of the map. ☐ PWD
11. The on-site road shall be privately owned and maintained. The Final Map shall dedicate an easement over the road for access, drainage, public utilities, public water and public wastewater purposes. ☐ PWD
12. In lieu of dedicating 0.94 acres of public park space, a parkland dedication fee (Quimby Act Fee) must be paid prior to the recordation of a Final Map. ☐ PLN

B. The following conditions shall be satisfied prior to the issuance of the first of any DEMOLITION PERMITS, BUILDING PERMITS, and SUBDIVISION IMPROVEMENTS, or at the time specified in the condition.

13. Vesting Tentative Subdivision Map for all lots proposed in Tract 3099 was deemed complete on May 25, 2017, for the purposes of vested development rights and fees consistent with the Subdivision Map Act of the State of California. ☐ PLN
14. Subdivision improvement plans shall be prepared by a registered Civil Engineer and approved by the City Engineer prior to the start of any work. The plans shall include, but are not limited to the following: ☐ PWD
 - On-site and of-site subdivision grading, drainage and erosion control.
 - Public and private street design.
 - Public and private utilities necessary to serve the subdivision and each lot.
 - Extension or modifications to the AMWC water distribution system
 - Extension or modifications to the City wastewater collection system.
 - Storm water management and/or storm water collection system.
15. The property owner shall dedicate a 6-feet wide Public Utility Easement (PUE) contiguous to the El Camino Real right-of-way to the satisfaction of the utility purveyors and City Engineer. ☐ PWD
16. The water system may require easements outside of the road rights-of-way for water system facilities to the satisfaction of the AMWC and City Engineer. ☐ PWD



17. Soils and/or Geology Report providing technical specifications for grading of the site shall be prepared by a Geotechnical Engineer. ☐ PWD
18. The City Engineer may require the Geotechnical Engineer to either sign the improvement plans or provide a letter stating that the recommendations in the soils report have been incorporated into the improvement plans. ☐ PWD
19. The subdivision shall be designed to intercept cross lot drainage and direct any overland run-off to an approved point of discharge (e.g. - street, storm drain, drainage swale & easement, other acceptable point of discharge), as approved by the City Engineer. ☐ PWD
20. A Storm Water Control Plan (SWCP) shall be prepared in accordance with City and State regulations (Regional Water Quality Control Board Res. No. R3-2013-0032). The SWCP shall be completed using the City standard form available from the Building Permit Counter, or, can be e-mailed as a PDF or WORD document if requested. ☐ PWD

A detailed hydrology study shall be prepared and submitted for review and approval by the City Engineer. The analysis shall indicate the effects of the proposed development on adjacent and downstream properties. The scope of the study shall include analysis of all existing public and private drainage facilities and creek capacities between the subject property and an adequate point of discharge. Storm water detention or retention facilities are required. All proposed detention or retention basin and associated drainage improvements shall be privately owned and maintained by the Home Owners' Association. The analysis shall be prepared consistent with City and State standards for post-construction storm water quality and control and shall include details of storm water detention and treatment improvements, to the satisfaction of the City Engineer. The following information shall be included:

- Each Post-Construction Requirement (PCR) identified in the Storm Water Control Plan (SWCP)
- A list of each Structural Control Measures (SCM) associated with each PCR
- The area (in SF) of the impervious surface associated with each PCR
- The total area (in SF) of impervious surfaces to be constructed per the plan set
- This project includes PCRs 2, 3, or 4 and therefore is required to prepare and submit an Operations/Maintenance Plan (OMP) for each PCR.

When a project includes PCRs 3 or 4, an Operations/Maintenance Plan & Schedule (OMPS) is required to be prepared for each PCR. In soils types not conducive to percolation, the plans may be required to include details for amended permeable layers of material below drainage features and the basin to enhance and promote percolation of storm water.

All stormwater management improvements to be owned or managed by the HOA shall be identified in an Operation and Maintenance Plan (OMP) that shall be recorded concurrently with the Final Map. The OMP shall include a



financial plan addressing annual and long-term maintenance budgets as well as replacement.

21. A Storm Water Pollution Prevention Plan (SWPPP) is required prior to any ground disturbing activities. The WDID number provided upon acceptance of the SWPPP into the State's SMARTS system registration shall be noted on the Title Sheet of the Public Improvement Plans. ☐ PWD
22. Detention Basin. Any drainage basin which has a downstream outlet designed to meter the outflow shall be classified as a detention basin. Basin capacity shall be based on receiving the runoff from a 50-year storm with the watershed in its fully-developed condition, and releasing the flow equivalent to the runoff from a 2-year storm with the project site in its pre- development condition. The outlet shall release water in a non-erosive manner. ☐ PWD
23. Subsurface Infiltration Basins. Subsurface basins may be used for either retention or detention of site runoff, where their application is suitable for project conditions. Subsurface basins shall be limited to locations where the depth to seasonally high groundwater is greater than 10-feet below the deepest portion of the basin. The Project Engineer must address the following: ☐ PWD
- a. Design Criteria.
 - i. Distance to structures on site
 - ii. Maintenance practicality including landscape maintenance and maintenance access
 - iii. Long-term percolation rate
 - iv. Surface (vehicle) loading characteristics (where applicable)
 - c. Drain Rock. Drain rock shall be per the manufacturer's specifications. Where no specification exists, drain rock shall be clean, crushed granite (or clean, angular rock of similar approved hardness) with rock size ranging from 1-1/2-inch to 3/4-inch. Rock gradation shall conform to the Specification of ASTM C-33 #4.
 - d. Operational Requirements.
 - i. Water quality of inflow (both sediment and chemical loading) may require pretreatment or separation
 - ii. Maintenance plan, including provisions for vehicular access and confined-space entry safety requirements, where applicable
24. Overflow Path Required. The design of all drainage basins shall identify the designated route for overflow. The Project Engineer shall design the overflow path so that the flow in a 100-year storm is non-erosive and will not damage downstream improvements, including other basins. Easements may be required for concentrated flows across multiple properties. ☐ PWD
25. Subdivision improvement plans shall be prepared by a registered Civil Engineer and approved by the City Engineer prior to the start of any work. The plans shall include, but are not limited to the following: ☐ PWD



- On-site and of-site subdivision grading, drainage and erosion control.
- Public and private street design.
- Public and private utilities necessary to serve the subdivision and each lot.
- Extension or modifications to the AMWC water distribution system
- Extension or modifications to the City wastewater collection system.
- Storm water management and/or storm water collection system

C. The following conditions shall be met prior to the RELEASE OF UTILITIES, FINAL INSPECTION, OR ISSUANCE OF A CERTIFICATE OF OCCUPANCY, whichever occurs first.

26. Prior to final inspection of the subdivision improvements, the subdivider shall submit record drawings for review and approval by the City Engineer. ☐ PWD
27. The subdivider shall complete street improvements in accordance with City Standard Details and Standard Specifications and to the satisfaction of the City Engineer. The following are minimum requirements to be incorporated into the project: ☐ PWD
- New sidewalk, curb & gutter shall be installed across the property frontage and shall match the existing adjacent frontage improvements.
 - The on-site private road shall be designed and constructed with a structural section based on "R" value testing, utilizing the Traffic Index = 5.5 (with a 20-yr design life). The Applicant shall be responsible for providing all testing and calculations. Calculations shall include the safety factor defined in the State Highway Design Manual. The minimum asphalt thickness shall not be less than 3-inches.
 - Street pavement shall be widened to meet the new frontage improvements. El Camino Real pave-out shall be designed and constructed with a structural section based on "R" value testing, utilizing the Traffic Index = 10 (with a 20-yr design life). The minimum asphalt thickness shall not be less than 3-inches.
 - Curb returns at El Camino Real shall maintain a 30-foot radius.
 - Directional ADA compliant curb ramps shall be installed at the El Camino Real intersection, to the satisfaction of the City Engineer.
 - Street striping, signage, traffic signals, and any traffic control improvements shall be in accordance with the CA Manual on Unified Traffic Control Devices (CA-MUTCD), and to the satisfaction of the City Engineer.
 - Street lighting may be required at the intersection and/or locations as determined by the City Engineer.
 - The bike lane shall be extended along the project side of El Camino Real to the southerly intersection of La Costa Ct.
28. The Applicant shall extend the water distribution system to the satisfaction of the AMWC and City Engineer. ☐ PWD



29. Each lot shall be served with a separate water lateral and meter in accordance with the AMWC requirements. ☐ PWD
30. Where the water distribution system requires an above ground facility, said facility shall be located in an easement contiguous to the road right-of-way and shall include visual screening, to the satisfaction of the AMWC, Community Development Director, and City Engineer. ☐ PWD
31. Each lot shall be served with individual utilities (water, power, gas, telephone & cable TV) to the satisfaction of the City Engineer. ☐ PWD
32. The on-site gravity sewer system shall be offered to the City of Atascadero. The public portion of the wastewater system shall be designed and constructed in accordance with City Standards and Specifications and to the satisfaction of the City Engineer. ☐ PWD
- D. The following conditions shall be complied with AT ALL TIMES that the use permitted by this planning application occupies the premise and shall be applied to the project in perpetuity until such time that the use is extinguished.**
33. Approval of this entitlement shall be final and effective consistent with Atascadero Municipal Code (AMC) section 9-1.111 seq. et. al. ☐ PLN
34. Vesting Tentative Subdivision Map shall expire September 12, 2019 (date of 2nd reading for Ordinance establishing PD-34 overlay) unless the Final Map has been recorded or an extension has been granted. Initial extension shall be consistent with Atascadero Municipal Code Section 9-2.117 or its successor code. Any extensions beyond one (1) year shall be consistent with section 11-4.23 of the Atascadero Municipal Code, or its successor code. ☐ PLN
35. The applicant shall agree to indemnify and defend at his/her sole expense any action brought against the City, its present or former agents, officers, or employees because of the issuance of this approval, or in any way relating to the implementation thereof, or in the alternative, to relinquish such approval. The applicant shall reimburse the City, its agents, officers, or employees, for any court costs and attorney's fees which the City, its agents, officers or employees may be required by a court to pay as a result of such action. The City may, at its sole discretion, participate at its own expense in the defense of any such action, but such participation shall not relieve applicant of his/her obligations under this condition. ☐ CM

****END CONDITIONS****



**ATTACHMENT 3: Draft Resolution
PLN 2015-1556**

DRAFT RESOLUTION

**RESOLUTION OF THE PLANNING COMMISSION
OF THE CITY OF ATASCADERO, CALIFORNIA APPROVING A
ONE-YEAR TIME EXTENSION OF AN APPROVED
VESTING TENTATIVE TRACT MAP (TR 3099)
AND CONDITIONAL USE PERMIT
OF PLN 2015-1556**

**HARTBERG RESIDENTIAL PLANNED DEVELOPMENT
10850 EL CAMINO REAL
(Hartberg Properties, LLC)**

WHEREAS, an application has been received from Hartberg Properties, LLC, applicant and owner, to consider a one-year time extension for extension of a Vesting Tentative Parcel Map that proposes a subdivision of 11.3 gross acres into four parcels consisting 8 parcels for commercial / retail development and one (1) remainder parcel for the development of six (6) residential lots; and

WHEREAS, the City Council approved a Vesting Tentative Tract Map and A Conditional Use Permit on September 12, 2017; and

WHEREAS, the original approval was valid for a period of 24 months, setting the expiration date to September 12, 2019, unless extended consistent with the Subdivision Map Act; and

WHEREAS, the applicant had submitted for a one-year time extension for Vesting Tentative Tract Map entitlements on May 15, 2019 prior to the expiration date of the map ; and,

NOW, THEREFORE, the Planning Commission takes the following actions:

SECTION 1: Findings for approval of the Time Extension: The Planning Commission makes the following findings consistent with Atascadero Municipal Code Section 9-2.117(a)

A. **FINDING:** There have been no changes to the provisions of the General Plan or zoning regulations applicable to the project since the approval of the entitlement;

FACT: There have been no applicable changes to the General Plan or zoning regulations since the project was entitled on September 12, 2017. All conditions of approval and required mitigation measures are to be completed per the adopted resolutions and zoning requirements of the overlay zone.



- B. **FINDING:** There have been no changes in the character of the site or its surroundings which affect how the standards of the General Plan or zoning regulations apply to the project.

FACT: The site remains developed with a Single-Family Residence. No changes to the site have occurred since project approval.

SECTION 2: Approval: The Planning Commission does hereby approve a one-year Time Extension for Tract 3099, to expire on September 12, 2020.

On motion by Commissioner _____, and seconded by Commissioner _____, the foregoing resolution is hereby adopted in its entirety by the following roll call vote:

AYES: ()

NOES: ()

ABSENT: ()

ADOPTED:

CITY OF ATASCADERO, CA

Tom Zirk
Planning Commission Chairperson

ATTEST:

Phil Dunsmore
Planning Commission Secretary

t:\- plns (pre 2018 projects)\- 15 plns\pln 2015-1556 ecr apartments\time extension #1\vtmp extension 2 pc_sr.ac.080117.docx





Atascadero Planning Commission

Director Report – Community Development Department

General Plan & Housing Element Annual Progress Report 2018 (CPP19-0045)

RECOMMENDATION:

Review and receive report of State housing goals for 2018.

DISCUSSION:

Background:

The State of California requires all cities to file an Annual General Plan Progress Report to the Office of Planning and Research (OPR) and an annual Housing Element Progress Report to the Department of Housing and Community Development (HCD). The purpose of this report is to monitor the City's implementation of the City's General Plan including the City's Housing Element. Additionally, this report will serve as an update to the Department's yearly activities.

Analysis:

The following is a summary of the Community Development Department's activities in 2018. The Report (Attachment #1) contains a full documentation of the department's activities.

On average, the department processes approximately 701 construction permits per year; however, the past three years have continued to be "above average".

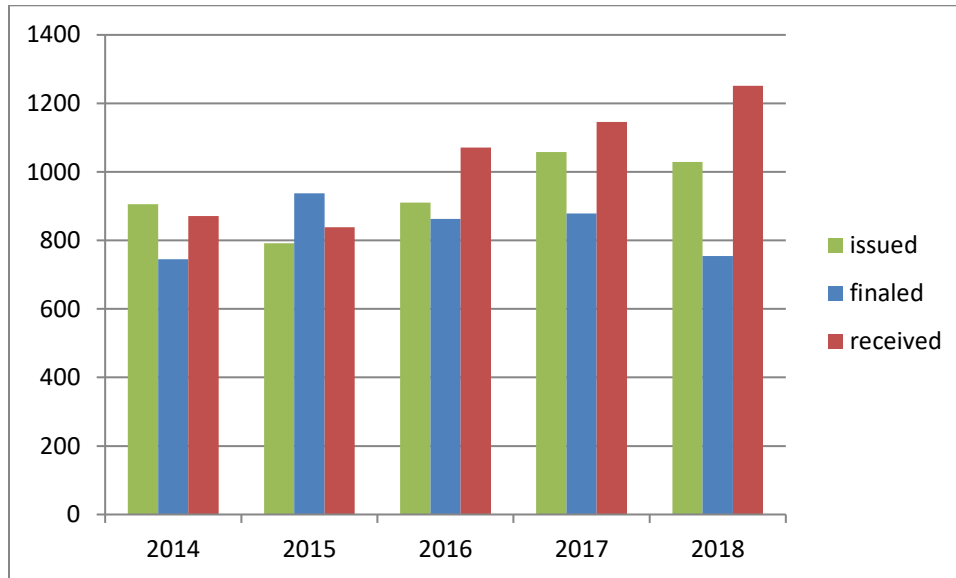
- In 2017, the department processed 1,132 construction permits, 74 planning projects and 897 final inspections for building permits.
- In 2018 we saw similar numbers with 1,219 permits processed, 86 planning projects processed and 754 final inspections for building permits.

Significant projects that were completed/entitled in 2018 included the following:

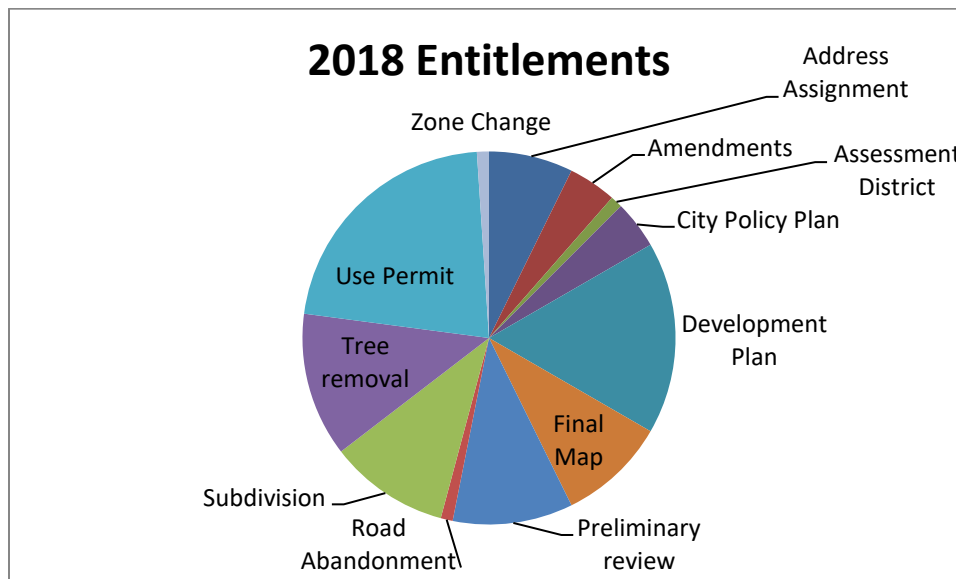
- Colony Square Boutique Hotel
- Downtown Mixed-Use development on Traffic Way
- Morro Rd Mixed-Use development
- Oak Trail residential project
- Erika Court residential project
- Final of the Knolls at Avenida Maria
- Habit Burger Restaurant

- Starbucks Drive-Through
- Commercial Development at EL Camino and Morro Road with Jamba Juice

2018 Building Division by the Numbers



2018 Planning Division by the numbers



General Plan Background:

California planning law requires the City to adopt a “comprehensive, long-term General Plan for physical development” (Government Code 65300). The City’s General Plan was adopted in 2002.

The 2002 General Plan adopts policies for the City’s distribution and character of land uses and development. The General Plan goals, policies, and programs guide short- and long-range decision making through 2025. This annual report will reflect the activities that the department has done in 2018 in meeting those goals and objectives outlined by the General Plan. It is important to note that the City is currently contemplating the next Citywide General Plan update. This update is anticipated to commence in 2021.

2018 Housing Activities and Report:

The purpose of the Housing Report is to monitor the implementation of the City’s General Plan Housing Element and progress toward meeting the City’s Regional Housing Needs Allocation (RHNA). The allocations are targets for the production of affordable housing for various income groups throughout the City for a five year period (2015-2019). These regional housing allocations are required to be used by the City when updating the Housing Element. They are the basis for assuring that adequate sites are zoned and available to accommodate at minimum the number of units allocated. These housing allocation numbers are not housing unit quotas that the City must achieve within the time frame of their next Housing Element update, but instead are housing “**targets**” that the City must provide development opportunities for, through targeted zoning and reduction of obstacles to development. The next Housing Element update process will soon be underway and must be completed in 2020.

For the period from 2015 to 2019, there have been 174 more units built than the overall target; however, these units have been in the moderate and above moderate categories. We would need to issue permits for 86 more units in the very low and low categories in order meet the target by next year. Given the current number of units on the horizon, and the composition of the City’s Affordable Housing Policy, the City is not likely to reach the RHNA target for low and very low categories.

RHNA Housing Target and Totals 2015-2019				
	Very Low Income (50% of Median)	Lower Income (80% of Median)	Moderate Income (120% of Median)	Above Moderate (Greater than 120% of Median)
Target	98	62	69	164
Completed	48	26	181	245
Remaining needed	50	36	0 (-112)	0 (-81)

San Luis Obispo County Median Income for a Family of Four (4): \$77,100 for 2016

2018 Housing Production:

For 2018, the City issued building permits to construct 12 new residential units, 4 of which were secondary units. This is a considerable drop from 2017 when 88 residential permits were issued and 17 were accessory units. However, between the Emerald Ridge project, the Hartberg project and others, there are potentially up to 300 units that could start construction in 2019 into 2020. Beyond 2020, the amount of available land for new housing projects appears to be scarce unless additional land is rezoned to accommodate higher density residential development. The Housing Element update will need to look at these options, and the next General Plan update will need to accommodate some additional residential density. With the ending of the Dormant Permit Program and buildout of many previously entitled residential developments, the availability of projects that were considered “off the shelf” has dwindled substantially. Many of the larger vacant sites that remain have significant constraints such as steep slopes, lack of access and sewer service which make site development more challenging and costly.

FISCAL IMPACT:

None.

ATTACHMENTS:

2018 General Plan Annual Report

t:\- cpp citywide policy plan\2019\cpp19-0045 housing and general plan for 2018\annual housing report 2018.docx

2018 Annual General Plan Progress Report





“Dedicated to enhancing, and preserving Atascadero’s character and safety by helping people plan, and build quality projects.”



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Section 1 – Introduction

1.1 Introduction

Every year, the City produces a report on the status of its General Plan and provides an overview of actions taken to implement this comprehensive plan during the past year, consistent with California Government Code section 65400. This report is provided to the City Council, as well as, residents and other interested parties to assist in gauging the progress the City is making on the programs that are being implemented. The annual report fulfills State law requirements and evaluates the number of housing units that have been approved and completed.

Section 2 – General Plan Activities

2.1 General Plan Activities

The General Plan states the community's goals, objectives, policies, and implementation measures (i.e., ways to achieve the goals and objectives). As a policy document, the General Plan establishes goals and policies for decision makers. Using these policies, the City Council and Planning Commission take steps toward achieving the larger goals of the City. The City focuses implementation programs contained in the General Plan through day to day operations of the City.

The City's General Plan was adopted in June 2002. The City's last major update of the General Plan was undertaken in January 2015 with the City's adoption and certification of the 2014-2019 Housing Element Update.

Section 3 – Planning & Building Yearly Activities

3.1 2018 Planning Division Applications & Entitlements

The Planning Division Highlights

- 86 applications processed in 2018.

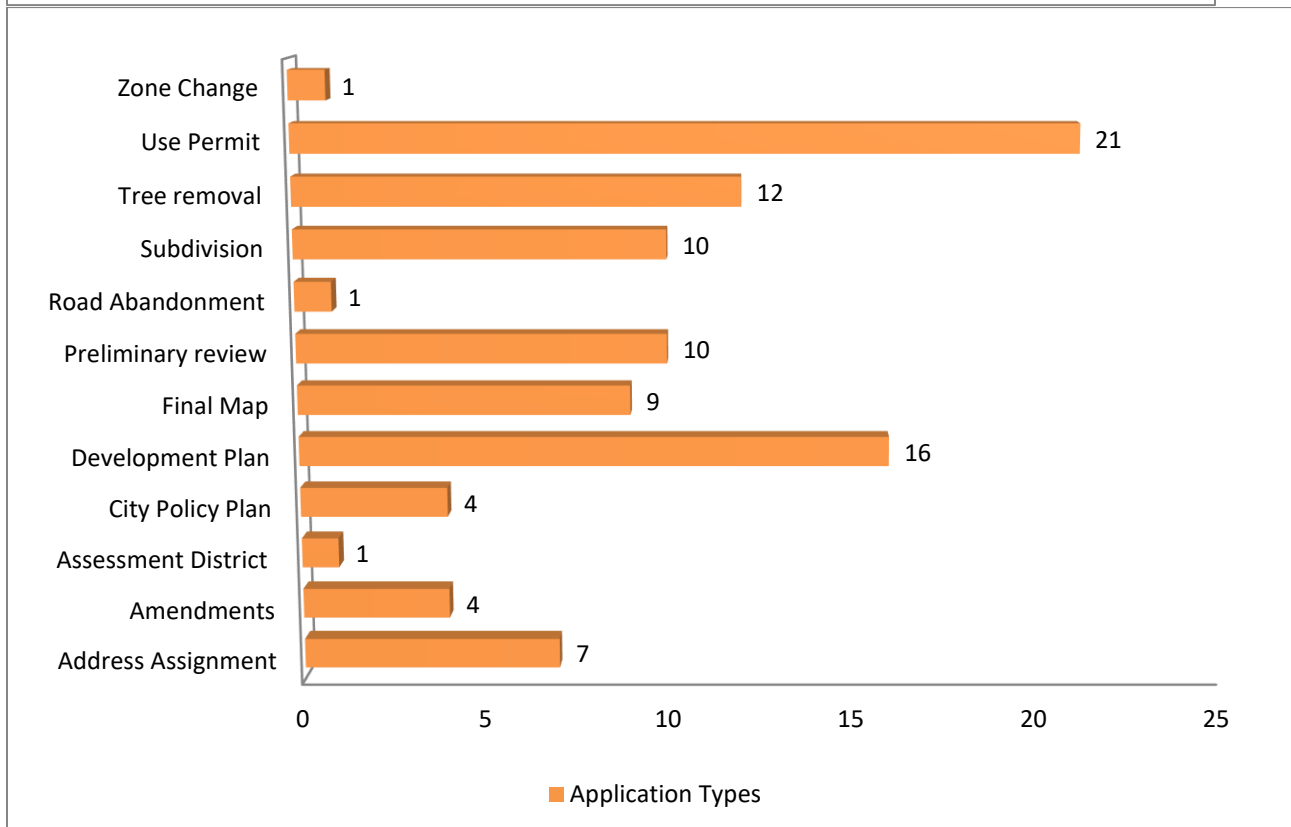
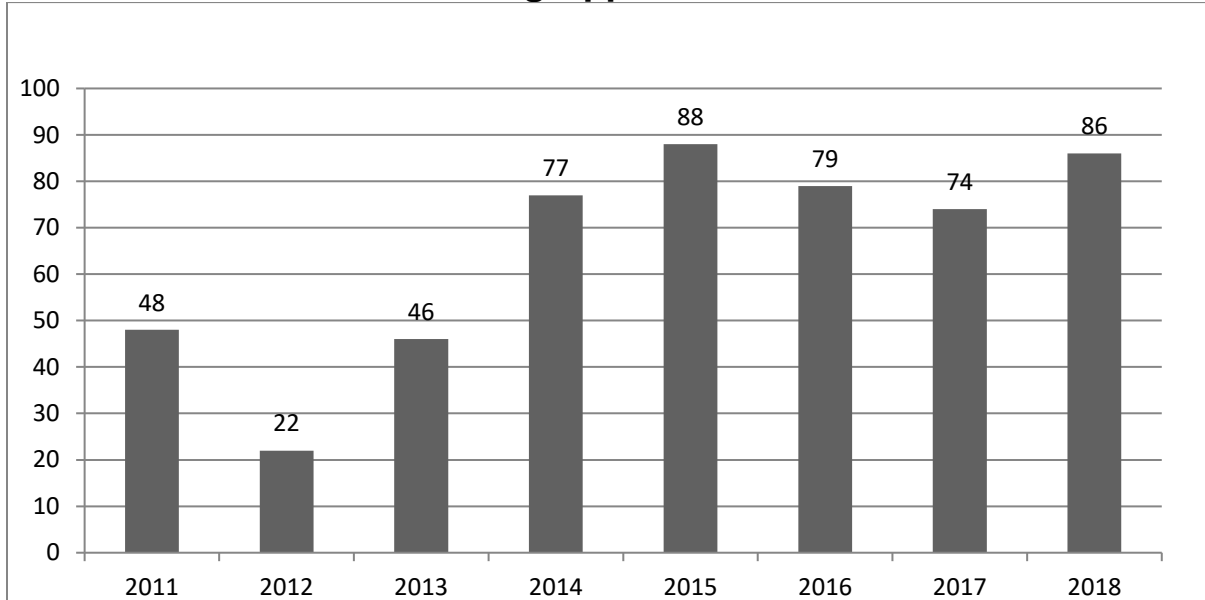
Some of the more significant projects included:

- ☐ Colony Square Boutique Hotel
- ☐ Downtown Mixed-Use development – Traffic Way
- ☐ Morro Road Mixed-Use Development
- ☐ Oak Trail residential Project



- ☐ Erika Court Residential Development
- ☐ Final of the Knolls at Avenida Maria

Planning Applications 2018



3.2 2018 Building Division Applications & Inspections

2017 Highlights

- **1,219** building permit applications
- Issued **1,130** building permits.
- In 2018, City building inspectors made **1,081** construction and safety-related inspections associated with building permit activity.
- The Building Division “finaled” or completed **754** building permits.

3.3 Housing & Residential Growth

The 2017 California Department of Finance data estimates that the City’s population is 31,147 residents. This is a negligible increase over 2017 estimates and 9.1% growth since the 2010 census.

Housing & Population 2018 Update			
Housing & Population	2010 Census	2018	Percentage Increase from 2010
Total Housing Units	11,505	12,155	9.4%
Total Population	28,310	31,147	9.1%

Major Residential Project Construction 2018				
Project Name	Address	Housing Type	Number of Units	Number of affordable units
Knolls at Avenida Maria – Phase 1 Finaled in 2018	Avenida Maria and El Camino Real	Apartments	60	60
Erika Court residential development	Erika Court	Single-family detached	6	6*
Carrizo Rd residential development	Carrizo Rd, Medio Court, Pinon Way	Single-family detached	12	11* with 1 deed restricted moderate
<i>* Units deemed moderate based on sales price as established by the San Luis Obispo County Previously approved project List</i>				

RHNA 2014-2019

State housing law requires that each municipality establish quantified objectives for their fair share of regional housing needs by income group. Deed-restricted affordable housing, count towards meeting the quantified objectives. The quantified objectives are for the period of 2014-2019 Housing Element.



2014-2019 Atascadero Share of Regional Housing Need (RHNA)						
		Very Low	Low	Moderate	Above Moderate	Total
2014-2019 Reporting Period Totals		98	62	69	164	393
2014	Permitted Units Issued	2	1	80	95	178
	Secondary Units Issued	0	0	7	0	7
	Subtotal	2	1	87	95	185
2015	Permitted Units Issued	1	0	56	27	84
	Secondary Units Issued	0	0	2	2	4
	Subtotal	1	0	58	29	88
2016	Permitted Units Issued	45	25	29	19	118
	Secondary Units Issued	0	0	0	2	2
	Subtotal	45	25	29	21	120
2017	Permitted Units Issued	0	0	0	74	74
	Secondary Units Issued	0	0	0	14	14
	Subtotal	0	0	0	88	88
2018	Permitted Units Issued	0	0	3	12	15
	Secondary Units Issued	0	0	4	0	4
	Subtotal	0	0	7	12	19
Total Units Issued 2014-2019		48	26	181	245	500
Remaining RHNA		50	36	-112	-81	-107
		49%	42%	262%	150%	127%

3.3 Non-Residential Development

The following table shows non-residential permits of significance that were issued in 2017, along with the building Valuation that was provided as apart of building permit issuance.

2018 Non-Residential Building Permits Issued				
Business Name	Permit Status	Address	Project Type	Valuation
Quicky Car Wash	Under Construction	9105 Principal	New Construction	\$307,623.94
FCCP Medical offices phase II remodel	Construction Complete	6955 El Camino Real	Major tenant Improvements	\$313,170.00
Habit Burger restaurant	Under Construction	7340 El Camino Real	Major tenant Improvements	\$352,119.60
San Juanquin	Construction	8845 El Camino Real	Major tenant	\$455,500.00



Community College	Complete		improvements	
Starbucks	Under Construction	9002 West Front	New Construction	\$300,768.00
Malibu Brew Coffee House	Under Construction	5955 East Mall	Minor tenant Improvements	\$10,000.00

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