

## **\* COVID-19 NOTICE \***

**Consistent with Executive Orders N-25-20 and No. N-29-20 from the Executive Department of the State of California and the San Luis Obispo County Health Official's March 18, 2020 Shelter at Home Order, the Design Review Committee Meeting will not be physically open to the public and Committee Members will be teleconferencing into the meeting.**

### **HOW TO SUBMIT PUBLIC COMMENT:**

Members of the public are highly encouraged to call **805-538-2888** to listen and provide public comment via phone, or submit written public comments to [drc-comments@atascadero.org](mailto:drc-comments@atascadero.org) by 5:00 p.m. the day before the meeting. Such email **comments must identify the Agenda Item Number in the subject line of the email**. The comments will be read into the record, with a maximum allowance of 3 minutes per individual comment, subject to the Chairperson's discretion. All comments should be a maximum of 500 words, which corresponds to approximately 3 minutes of speaking time. If a comment is received after the agenda item is heard but before the close of the meeting, the comment will still be included as a part of the record of the meeting but will not be read into the record.

Here is the link for the agenda.

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### **AMERICAN DISABILITY ACT ACCOMMODATIONS:**

Any member of the public who needs accommodations should contact the City Clerk's Office at [cityclerk@atascadero.org](mailto: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](http://www.atascadero.org).

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](http://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 during City Hall business hours by appointment only, by calling 805-461-5000 when the documents become available.



## ***CITY OF ATASCADERO DESIGN REVIEW COMMITTEE AGENDA***

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**Committee Meeting  
Wednesday, September 9, 2020  
2:00 P.M.**

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

### **CALL TO ORDER**

Roll Call: Chairperson Roberta Fonzi  
Committee Member Heather Newsom  
Committee Member Duane Anderson  
Committee Member Mark Dariz  
Committee Member Emily Baranek

### **APPROVAL OF AGENDA**

### **PUBLIC COMMENT**

### **CONSENT CALENDAR**

#### **1. APPROVAL OF DRAFT MINUTES OF AUGUST 12, 2020**



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## **DEVELOPMENT PROJECT REVIEW**

### **2. PRELIMINARY DESIGN REVIEW OF A PROPOSED EXPANSION AT 2300 RAMONA ROAD.**

The proposed project includes the preliminary review of the proposed expansion of an existing animal housing and veterinary facility to accommodate a new facility for dogs adjacent to the existing cat facility and the addition administrative offices and site improvements. The proposed project includes animal shelter areas and veterinary services for Woods Humane Society.

- **Recommendation:** Staff requests the DRC review the proposed design and direct the applicant to make any modifications to the site or building design as necessary. (PRE20-0058)

### **3. DESIGN REVIEW OF A MIXED-USE BUILDING AT 5802 TRAFFIC WAY**

The proposed project includes design review of a new mixed-use building on a vacant lot. The proposed three-story building will have a total of 10 dwelling units on the 2<sup>nd</sup> and 3<sup>rd</sup> floors and one commercial space on the 1<sup>st</sup> floor. The dwelling units will be for rent and parking is accommodated on a surface parking lot in the rear.

- **Recommendation:** Staff requests the DRC review the proposed design and direct the applicant to make any modifications to the site or building design as necessary. (PRE20-0063)

## **COMMITTEE MEMBER COMMENTS AND REPORTS**

## **DIRECTOR'S REPORT**

## **ADJOURNMENT**

*The next DRC meeting is tentatively scheduled for Wednesday, September 23, 2020, at 2:00 p.m.*

***Agendas, Minutes and Staff Reports are available online at [www.atascadero.org](http://www.atascadero.org) under City Officials & Commissions, Design Review Committee.***



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ITEM NUMBER: 1

DATE: 9-9-20

## **CITY OF ATASCADERO DESIGN REVIEW COMMITTEE**

# **DRAFT MINUTES**

**Regular Meeting – Wednesday, August 12, 2020 – 2:00 P.M.**  
**City Hall, 6500 Palma Avenue, Atascadero, CA**  
*(Meeting held by teleconference)*

### **CALL TO ORDER – 2:00 p.m.**

Chairperson Fonzi called the meeting to order at 2:02 p.m.

### **ROLL CALL**

Present: Chairperson Roberta Fonzi  
Committee Member Duane Anderson  
Committee Member Mark Dariz  
Committee Member Emily Baranek  
Committee Member Heather Newsom

Absent: None

Staff Present: Community Development Director, Phil Dunsmore  
Public Works Director, Nick DeBar  
Senior Planner, Kelly Gleason  
Associate Planner, John Holder  
IT Director, Luke Knight

Others Present: Clayton Cook  
Aaron Gannage  
Darin Vandeventer  
Gary Harcourt

### **APPROVAL OF AGENDA**

**MOTION:** By Committee Member Newsom and seconded  
by Committee Member Anderson to approve the  
Agenda.

***Motion passed by unanimous consent.***

**PUBLIC COMMENT**

None.

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

**CONSENT CALENDAR****1. APPROVAL OF DRAFT MINUTES OF JUNE 24, 2020**

**MOTION:** By Committee Member Newsom and seconded by Committee Member Baranek to approve the Consent Calendar.

***Motion passed by unanimous consent.***

**DEVELOPMENT PROJECT REVIEW**

- 2. DESIGN REVIEW OF A PLANNED MIXED-USE DEVELOPMENT AT 3710 EL CAMINO REAL.** The proposed project includes three (3) mixed-use buildings with a total of six (6) second-floor residential units and first-floor commercial spaces. The project includes private open space areas and 27 parking spaces.
- **Recommendation:** Staff requests the DRC review the proposed design and direct the applicant to make any modifications to the site or building design as necessary. (DEV19-0124-Cook)

Planner Holder gave a presentation on the project, and he and Director Dunsmore answered questions from the Committee.

**PUBLIC COMMENT**

The following members of the public spoke during public comment: Clayton Cook and Aaron Gannage. Mr. Cook and Mr. Gannage answered questions from the Committee. Mr. Cook said phasing will depend on the financing after project approvals. The property is narrow which poses challenges.

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

**DRC ITEMS FOR DISCUSSION:****The Committee made the following recommendations:****Site Design**

The Committee was in agreement with the overall site design.

**Parking**

The Committee recognized that the parking reduction will be a Planning Commission decision. The curb by the walkways will be painted red so people should not park there.

**Landscaping and Decorative Pavement**

The Committee recognized that there is not much space to do a lot of landscaping. There is already mature landscaping on the site. The Committee recommended that the applicant work with staff to look at landscaping to take into consideration providing privacy for both sides.

**Setbacks/Variance**

The Committee recognized that this will be a Planning Commission topic, but could support the finding for the proposed setbacks and variance.

**Fencing and Screening**

There is an apartment complex very close to this property, so the Committee recommended the applicant work with staff to provide privacy. The Committee recommended a limit of seven (7) feet for new fencing. Anything over six (6) feet will need Planning Commission approval.

**Architectural Design**

The Committee recommended the following:

- Darker building colors, preferably gray or brown.
- Architectural theme and color should be used on all sides of the building.
- The applicant will work with staff on the design of shutters and the same appearance on all the windows.
- Staff work with the applicant on the garage doors and windows to make them pleasing and compatible to each other.
- Retain juliet balconies as it makes the wall more interesting and decorative.
- The applicant shall work with staff to come up with a pleasing exterior to provide articulation on the north-facing wall.
- Work with the applicant on wall facing Hwy. 101 for window consistency and more articulation on blank walls.
- Adding skylights to provide light that is more natural.
- The Committee discussed having individual trash receptacles vs. a common dumpster, and recognized that this is a very narrow site, therefore would like the applicant to work with staff on a solution prior to Conditional Use Permit approval.

**Signage**

The Committee was in agreement with staff on the sign recommendations as long as the signage adheres to the sign policy. The signage would be illuminated and on a timer to ensure compatibility.

This item will move on to the Planning Commission for final approval.

3. **DESIGN REVIEW OF A COMMERCIAL PARK DEVELOPMENT AT 1600 AND 1610 EL CAMINO REAL.** The proposed project includes a new commercial park with three (3) new commercial buildings with on-site parking, landscaping, and interior open space area.
- **Recommendation:** Staff requests the DRC review the proposed design and direct the applicant to make any modifications to the site or building design as necessary. (PRE20-0055-Vandeventer)

#### Ex Parte Communications

Committee member Dariz stated for the record that he is the architect on the project next door to this address. He has no vested or financial interest in this project, and spoke with the Director of Community Development prior to the meeting to make sure he could participate in the meeting.

Director Dunsmore gave a history and background on the project and said there is an active code enforcement case on this property. The site is highly visible from El Camino Real and the US101. The City will continue to work with Mr. Vandeventer on gaining compliance. Planner Holder gave a presentation on the project, and he and Director Dunsmore answered questions from the Committee. Staff is concerned with the use of outdoor storage since most outdoor storage uses are not allowed under the zoning district. Staff is also concerned about the appearance of an unfinished wall, and that the wall might not be completed in the future.

Director Debar gave a statement on the retention basin, storm water pipe, and private utility easement. The applicant will need to get permission from utility companies to be able to situate a retention basin in the easement area. The applicant did forward an email from PG&E saying that they would be okay with the location. There will not be dramatic changes to the design based on the retention basin; therefore, the discussion could continue.

#### **PUBLIC COMMENT**

The following members of the public spoke during public comment: Darin Vandeventer and Gary Harcourt, Architect for the project. Mr. Vandeventer and Mr. Harcourt gave a presentation on their project, and answered questions from the Committee.

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

#### **DRC ITEMS FOR DISCUSSION:**

**The Committee made the following recommendations:**

##### **Site Design and Access**

The Committee was in agreement with staff's recommendations on site design and access.

##### **Retention Basin Location**

The Committee recommended that the retention basin and easement issue could be worked out with staff, the applicant and the utility companies.

**Frontage Improvements**

The Committee was in agreement with staff's recommendations.

**Design Compatibility**

The Committee was in agreement with staff's recommendations.

**Architecture**

The Committee was in agreement on the architecture of the building and were in favor of the quality material used. The Committee believes the project is an asset to what is currently there.

**Signage**

The Committee was in favor of reduced signage, and not in favor of a large freestanding sign because other industrial parks do not have this type of signage, and because this is a business park, and if approved, it could set a precedent. The Committee was in favor of complying with the code. The proposed sign is not compatible with current sign regulations. The applicant was informed that if they want to seek an exception, they could apply for an exception later, but for now the freeway facing sign would not be part of the plan. The Committee approved a small freestanding sign up to 12 feet.

**Landscaping, Fencing and Screening**

The Committee was in agreement with the trash dumpsters being screened behind a six (6) foot high masonry wall. The roof will be used for most of the air conditioning units. The Committee was in agreement with staff's recommendations on landscaping and decorative pavement.

**Retaining Walls and Screening**

The Committee recommended that the walls will be capped in the interim between the time the wall is built and the building is built. To exceed a six (6) foot wall height a CUP may be required. The applicant disagrees in how the height is determined, so the applicant should follow the municipal code standards. It is helpful that these will be integrated into the building. The Committee recommended that the site is used for the intended purposes allowed by the CPK zone, and anything otherwise would be a violation. The Committee and staff do not want an unfinished project, and want the unpermitted storage yard that is currently on site to be resolved as soon as possible.

**COMMITTEE MEMBER COMMENTS AND REPORTS**

None

**DIRECTOR'S REPORT**

Director Dunsmore stated that the next meeting is scheduled for September 9, 2020.



ITEM NUMBER: 1

DATE: 9-9-20

**ADJOURNMENT– 5:00 p.m.**

The next regular meeting of the DRC is scheduled for September 9, 2020.

**MINUTES PREPARED BY:**

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Annette Manier, Recording Secretary  
Administrative Assistant



## ***Atascadero Design Review Committee***

### ***Staff Report – Community Development Department***



#### **Woods Human Society Animal Facility Expansion (PRE 20-0058)**

| MEETING DATE   | PROJECT PLANNER                  | APPLICANT CONTACT                  | PLN NO.                  |            |
|--|----------------------------------|------------------------------------|--------------------------|------------|
| 9/9/2020   | John Holder<br>Associate Planner | Neil Trent<br>Woods Humane Society | PRE20-0058               |            |
| <b>RECOMMENDATION</b>  |                                  |                                    |                          |            |
| <p><i>Staff Recommends to the Design Review Committee:</i></p> <ol style="list-style-type: none"><li>1. Review plans for the conversion of an existing cat shelter, expansion of animal hospital facilities and animal shelter, and associated use considerations. Direct the applicant to make any modifications to the site or building design as necessary prior to proceeding to the Planning Commission for Conditional Use Permit review or the City Council for Zoning Amendment.</li></ol>   |                                  |                                    |                          |            |
| PROJECT ADDRESS  | GENERAL PLAN DESIGNATION         | ZONING DISTRICT                    | ASSESOR PARCEL NUMBER(S) | SITE AREA  |
| 2300 Ramona Road   | Public (P)                       | Public (P)                         | 049-141-043              | 1.88 acres |
| <b>PROJECT DESCRIPTION</b>   |                                  |                                    |                          |            |
| <p>The proposed project includes the expansion of the Woods Humane Society Animal facility. The proposed project includes the conversion of an existing 2,160 square foot cat shelter to a classroom and community room use, the addition of a 12,800 square foot animal shelter with indoor animal housing, and additional facilities and site improvements related to animal hospital and animal shelter services. The total project square footage is estimated to be 19,160 square feet, including the existing facilities.</p> <p>The proposed project is located in the Public Zoning district. Depending on whether the project is determined to be an “Animal Hospital” or a “Kennel”, the applicant will have to either amend the existing use permit for the facility (CUP 2002-0056) or apply for a Zoning Amendment on the property to allow for the appropriate use. The proposed project buildout timeline is three (3) to five (5) years.</p> |                                  |                                    |                          |            |
| <b>ENVIRONMENTAL DETERMINATION</b>   |                                  |                                    |                          |            |

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

**ITEM 2**  
**Woods Animal Facility Expansion**  
**PRE 20-0058/Woods**

|  |  |   |   |
|--|--|---|---|
| <i>To be determined</i>  |  |   |   |
| <input type="checkbox"/> EIR / MND / ND / Statutory Exemption to be circulated     | <input type="checkbox"/> Prior CEQA Review<br>CEQA # _____<br>Certified: _____     | <input type="checkbox"/> Cat. Exemption<br>Class _____<br>CEQA Guidelines § 15301   | <input type="checkbox"/> No Project - § 15268<br>Ministerial Project  |
| <b>Use Classification</b>  | <b>Allowed or Conditionally Allowed Use</b>  | <b>Structure 50-years old or Greater</b>  | <b>JURISDICTIONAL CREEK</b>   |
| To be determined   | <input type="checkbox"/> Allowed<br><input type="checkbox"/> Conditionally Allowed | <input type="checkbox"/> Yes<br><input checked="" type="checkbox"/> No              | <input type="checkbox"/> Atascadero<br><input type="checkbox"/> Graves<br><input type="checkbox"/> Paloma<br><input type="checkbox"/> Boulder |
| <b>EXISTING USES</b>   |  |   |   |
| Animal shelter facility, including veterinary operations and animal shelter.       |  |   |   |
| <b>ZONING AND LOCATION</b>   |  | <b>AERIAL</b>   |   |
|  |  |  |   |
| <b>SURROUNDING ZONING DISTRICTS AND USES</b>                                       |  |   |   |
| <b><u>North:</u></b> P   | <b><u>South:</u></b> P   | <b><u>East:</u></b> CPK   | <b><u>West:</u></b> RSF-Y, SFR-Y  |



## **DISCUSSION:**

### Background:

In 1997, a Conditional Use Permit (CUP 97-002) was approved to establish an animal shelter as a kennel at 2300 Ramona Road for the North County Humane Society. The CUP was approved for the shelter under the kennel definition, as kennels were a conditionally allowed use at the time in the Residential Suburban (RS) zoning district, which was the previous zoning designation for the site. Kennels are defined in the Atascadero Municipal Code (AMC) as “premises where four (4) or more dogs or cats (four (4) months of age or older) are kept or maintained, including the keeping of such animals for sale, for commercial breeding or for lodging and care. Does not include dogs and cats kept for noncommercial purposes.” An amendment to the CUP (CUP 2002-0056) to allow the addition of a 2,160 square-foot modular building was approved in May of 2002. Conditions of approval included in the use permit amendment limited the site to sheltering cats only (no dogs). In June of 2002, the zoning of the property was changed to Public as a part of Zone Change 2002-0026. Although kennels are not an allowed use in the Public zoning district, the use had already been established and now exists as a legal, non-conforming use. Although Woods Humane Society is not specifically a Kennel, the Zoning Definitions do not include a definition for this unique land use which is somewhere between a Kennel and an Animal Hospital. Animal Hospitals are a conditionally allowed use in the Public District.

In 2017, the use permit for Woods was amended to include spay and neuter clinic facilities (considered to be an Animal Hospital use). AMC section 9-3.430 states that Animal Hospitals are a conditionally allowed use in the Public Zone and defines Animal Hospitals as establishments that are primarily engaged in performing services for animals, including veterinary services. The definition of Animal Hospital does not include kennels, which are listed as a separate category. Additional conditions of approval for the 2017 amendment included no overnight sheltering of dogs, the provision of twenty-four (24) parking spaces, landscaping requirements, and additional conditions related to existing structures on site. These conditions of approval are included in Attachment 3. The definitions for Kennels and Animal Hospitals are identified in the land use discussion on page 4.

While a Kennel is typically a private commercial animal boarding facility or a private commercial animal breeding facility with no veterinary services, an Animal Hospital is an animal care facility with some on site boarding. An animal shelter, however, provides both animal care and adoption services and is not a private boarding facility that accommodates temporary boarding services for a fee.

In November 2016, North County Humane Society and Woods Humane Society merged operations and became the Woods Humane Society. The proposed expansion would serve as the Woods Humane Society north county campus and allow for expanded services, including facilities for dogs, additional outdoor areas, and expanded administrative offices and community rooms. Prior to evaluating detailed design, City staff and the applicant need to determine whether the Woods Humane Society expansion should be evaluated as a Conditional Use Permit or a Zoning Amendment.



### Project Description

The existing site contains a 1,300 square foot animal intake facility, 2,300 square foot spay and neuter clinic, a 2,160 square foot cat shelter, and a 600 square foot storage facility towards the rear the property. Additionally, there are at least twenty (24) parking spaces on site and the site is served by an on-site septic system. The proposed project will convert the cat shelter into community rooms and classrooms and add an additional 12,800 square foot facility that will contain indoor animal shelter areas with administrative offices. The project will also create outdoor exercise yards that will be enclosed by solid screening along the southern property line. The new facility is proposed to be used for cat and dog animal sheltering, administration and support offices, and reception areas. There are also two proposed “meet and greet” indoor areas on each side of the front entrance. Existing parking areas are proposed to be relocated to the front of the property facing Ramona Road.

### Analysis

#### *Land Use*

The current use may be considered under either the Kennel or the Animal Hospital definitions. Though the original use permit was approved as a Kennel under the previous zoning (not currently permitted in the Public zone), the nature of the new proposal has changed since that time. Animal Hospitals, including spay and neuter facilities, are “establishments primarily engaged in performing services for animals, including veterinary services and animal hospitals.” This land use is specifically differentiated from Kennels. Animal Hospitals are conditionally allowed in the Public zoning district and may also include boarding associated with those animal services. Current facilities on site contain both conforming and legal non-conforming uses.

Before proceeding to Planning Commission, staff is seeking direction from the DRC on the consideration of uses, while also providing preliminary comments on the conceptual project design and neighborhood compatibility concerns. The following definitions under AMC section 9-3.500 are included for discussion:

- **Kennel: A lot, building, structure, enclosure or premises where four (4) or more dogs or cats (four (4) months of age or older) are kept or maintained, including the keeping of such animals for sale, for commercial breeding or for lodging and care. Does not include dogs and cats kept for noncommercial purposes.**
- **Animal Hospital: Establishments primarily engaged in performing services for animals, including veterinary services and animal hospitals. Does not include kennels, which are listed as a separate category.**

AMC section 9-7.106 prohibits non-conforming uses from being “enlarged, increased, or extended.” However, non-conforming uses can be “further developed by the addition of conforming uses and structures” with the approval of a Conditional Use Permit. If the facility expansion is a considered under the Animal Hospital use definition, the applicant may proceed with a use permit amendment.





If the expansion is considered inconsistent with the Animal Hospital land use definition, the applicant will be required to apply for a zone change to allow for a kennel use within the Public zoning district. The zoning change could either:

1. Rezone the site to an alternative zoning designation where Kennels are allowed. This would likely necessitate a General Plan Amendment to change the designation of the site and would necessitate a broader analysis of adjacent parcels,
2. Maintain the Public zoning and amend the “Animal Hospital” land use definition to include non-commercial sheltering of animals,
3. Apply a custom Planned Development Overlay zone to the site to allow for Kennels at this location only.

**Staff recommends that the expansion of the facility be considered under the AMC Animal Hospital use definition and that the applicant proceed with a use permit amendment. The facility will be used for veterinary services (spay and neuter) and will not be used for the commercial breeding or sale of animals, nor is the facility available for retail animal boarding. Project conditions could satisfy any potential neighborhood compatibility deficits.**

#### *Wastewater Treatment*

The current facilities are not connected to City sewer and utilize an on-site septic system. The applicant has not provided details on septic system expansion or whether the site would need to connect to City sewer. The nearest sewer line and potential connection point is through an open space easement in the Apple Valley subdivision. The sewer could also be extended down Ramona Road.

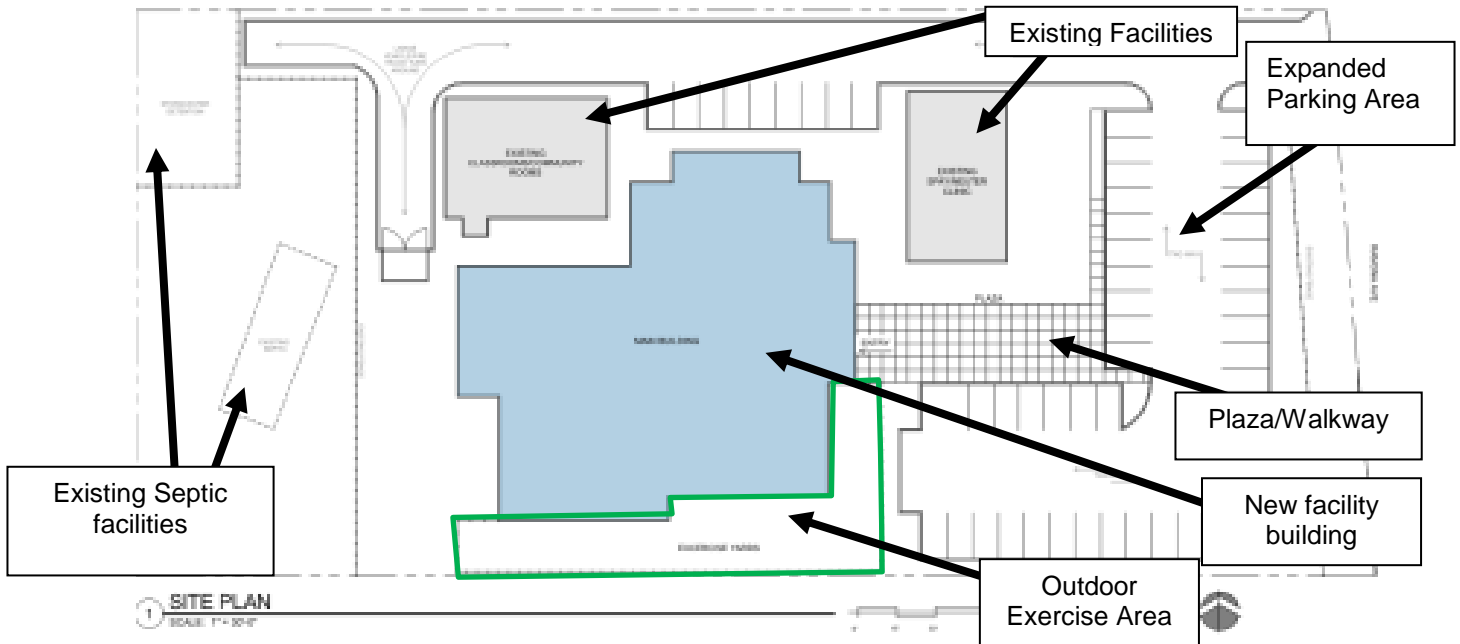
**Staff recommends that the applicant work with City staff to evaluate septic capacity on site or sewer connection feasibility.**

#### *Site Design*

The site is designed with two driveways off Ramona Road. There are currently twenty-four (24) off-street parking spaces located in the middle of the site. The proposed project will relocate the existing parking towards the front of the property to allow for facility expansion within the middle the property. A fire access turn-around is designed into the driveway access along the north property line. The proposed project would also create a plaza leading up to the front reception area and an outdoor exercise area on the south property line. The main facility will be divided into a cat area, a dog area, administrative offices, “meet and greet” areas, and a reception area.



### Proposed Project Site Plan



#### *Parking*

The original use permit required that a minimum of twenty-four (24) parking spaces be provided on a paved surface. The applicant is proposing to relocate and add additional parking areas towards the front and along the south side property line for a total of fifty-two (52) parking spaces. The proposed use is considered an office in the AMC and requires one parking space per 500 square feet of use area, totaling thirty-five (35) required spaces for the proposed project. The proposed project meets parking requirements but will need to show compliance with parking lots construction standards when more detailed plans are submitted.

**Staff is recommending that parking design be compliant with AMC section 9-4.119, Parking Lot Construction Standards.**

#### *Setbacks*

The project is located in a publicly zoned site that does not have specific setback standards. AMC section 9-6.111 requires a minimum setback for Outside Animal Enclosures that are part of a kennel to be located a minimum of twenty-five feet (25) feet from the property line. There are no specific setback requirements for kennel buildings located in the Public zone.

AMC Section 9-6.110 contains setback requirements and design standards for animal hospitals. Animal hospitals are required to have a one hundred foot (100) foot setback for animal husbandry facilities that board large animals, and a twenty-five (25) foot setback for any outside animal areas used for short-term activities on property line adjacent to residential uses. As these are conditionally allowed in the Public Zone, staff and the Planning Commission has discretion to apply setback standards with conditional use permit approval or amendment. The buildings on



site and proposed in the site plan are separated and comply with 5-foot interior setback requirements under AMC section 9-4.109. Both AMC section 9-6.110 and 9-6.111 are included in Attachment 5.

**Staff recommends that a twenty-five foot (25) setback be applied to the project's outdoor use areas adjacent to residential properties.**

*Landscaping, Screening, and Fencing*

AMC section 9-4.128 requires that fencing and screening within the urban services line be a minimum of six (6) feet in height except in the front setback where lower fencing is required. Additionally, a solid wall or fencing must be located on side and rear property lines of any nonresidential or nonagricultural use abutting a residential use or zone. The proposed project is located adjacent to a vacant publicly zoned parcel to the south and a church (Foursquare Family Church) to the north on a public zoned parcel. The site has an existing 3-foot wooden fence along the frontage, varied fencing (including wooden, wire, and chain link fencing) along the south property lines, and a chain link fence adjacent to but not directly on the rear property line to the west. The residential uses located to the west of the property line are approximately eighty-six (86) feet away from the existing chain link fence. The proposed outdoor exercise area along the southern property line is proposed to be screened by solid fencing. Under AMC 9-4.128, the proposed project will be required to install screening on the side and rear property lines. The applicant will be required to submit a conceptual landscape plan.

**Staff recommends that a conceptual landscape plan be submitted that show a minimum 10 percent landscaping and fencing and screening compliant with previous use permit conditions of approval and appropriate AMC sections. Staff is also recommending that a sound wall or sound mitigation be incorporated into fencing and screening for the rear property line and for any fencing and screening of outdoor activity areas.**

Architectural Design

The project is designed to be consistent with Woods Humane Society facilities located in San Luis Obispo. No detailed architectural plans have been submitted, but the existing facility in San Luis Obispo incorporates native landscaping, high-quality architectural design, and climate appropriate architecture.

**Conceptual Architectural Design**







### Indoor Renderings



**Staff recommends the applicant submit appropriate design materials for additional review by the Design Review Committee before proceeding to the Planning Commission.**

### **DRC DISCUSSION ITEMS:**

#### DRC Items for Discussion

- Land Use
- Wastewater Treatment
- Site Design
- Setbacks
- Fencing and Screening
- Architectural Design

### **ATTACHMENTS:**

1. DRC Action Form
2. Site Photos
3. Conditions of Approval (PLN 2016-1621/CUP 2002-0056)
4. Conceptual Site Plans
5. Applicant Statement
6. Atascadero Municipal Code Sections



**Attachment 1: DRC Action Form**

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# CITY OF ATASCADERO

## Community Development Department

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

### DRC Action Form

**Project #:** PRE20-0058  
**Project Title:** Woods Animal Facility Expansion  
**Planner/ Project Manager:** John Holder  
**DRC Review Date(s):** 9/09/20

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**Final Action:**      ☐ DRC      ☐ PC      ☐ CC

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#### Conditions & Recommendations:

1. Submit appropriate design materials, including architectural elevations, before proceeding to Planning Commission.
2. Submit conceptual landscape plan showing fencing and screening. All landscaping, fencing, and screening must be compliant with previous use permit conditions of approval and appropriate AMC sections. Sound wall or sound mitigation shall be incorporated into fencing and screening for the rear property line and for any fencing and screening of outdoor activity areas.
3. Twenty-five foot (25) setback be applied to the project's outdoor use areas adjacent to residential parcels
4. Applicant shall work with City staff to evaluate septic capacity on site or sewer connection feasibility.



**Attachment 2: Site Photos**

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**Site Frontage and Signage along Ramona Road:**



**Existing Parking and Landscaping**





**Existing Building On-Site (Spay and Neuter Facility):**



**Existing Building On-Site (Cat Shelter Facility):**





**Current landscape conditions and rear fence:**



**Existing Intake Facility:**



**Existing Storage and side property line fence:**



**Driveway facing east towards Ramona Road:**





**Attachment 3: Conditions of Approval (PLN 2016-1621/CUP 2002-0056)**

---

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

**ITEM 2**  
**Woods Animal Facility Expansion**  
**PRE 20-0058/Woods**

**EXHIBIT B: Conditions of Approval**  
**PLN 2016-1621 / CUP 2002-0056 Amendment**

| Conditions of Approval   | Timing   |
|--|--|
| <b>Woods Humane Society</b><br><b>2300 Ramona Road</b><br><b>CUP 2002-0056 Amendment</b>   | BL: Business License<br>CP: Casing Permit<br>BP: Building Permit<br>PI: Plats/Inspection<br>TO: Temporary Occupancy<br>FO: Final Occupancy |
| 1. Conditional Use Permit 2002-0056 shall be amended to allow a spay and neuter clinic (animal hospital use) as generally described in attached Exhibits C, D, E, F, and G located on parcel 040-141-043, regardless of owner.   | Ongoing  |
| 2. The approval of this use permit shall become final and effective for the purposes of issuing building permits fourteen (14) days following the Planning Commission approval unless prior to the time, an appeal to the decision is filed as set forth in Section 9-1.111(b) of the Zoning Ordinance.                                  | Ongoing  |
| 3. The Community Development Department shall have the authority to approve the following minor changes to the project that (1) modify the site plan project by less than 10%, (2) result in a superior site design or appearance, and/or (3) address a construction design issue that is not substantive to the Conditional Use Permit. | Ongoing  |
| 4. Approval of this Conditional Use Permit shall be valid for twenty-four (24) months after its effective date. At the end of the period, the approval shall expire and become null and void unless the project has received a City business license or a time extension.  | BL   |
| 5. The applicant shall defend, indemnify, and hold harmless the City of Atascadero or its agents, officers, and employees against any claim or action brought to challenge an approval by the City, or any of its entities, concerning this Conditional Use Permit.  | Ongoing  |
| 6. Conditions of CUP 97-002 and CUP 2002-0056 not specifically amended shall remain in force.  | Ongoing  |
| <b>Planning Services</b>   |  |
| 7. The shelter shall continue to serve cats only; no dogs.   | Ongoing  |
| 8. The spay and neuter clinic shall be permitted to serve both cats and dogs. Dogs may not stay overnight on the premises, nor be housed outdoors.   | Ongoing  |
| 9. The applicant shall provide a minimum of 24 parking spaces on a paved surface in good repair.   | BP / Ongoing   |
| 10. The applicant shall provide paved driveway(s) in good repair from Ramona Road to the parking area.   | BP / Ongoing   |
| 11. The applicant shall provide 8-foot-wide landscape fingers at least every 8 parking spaces in the parking area.   | BP   |
| 12. Shade trees shall be provided at approximately 30 foot centers in the parking area.  | BP / Ongoing   |
| 13. The applicant shall provide water-efficient landscaping and irrigation generally consistent with Exhibit F, with these modifications:  | BP   |
| a. Colorite brush around the rainwater collection tank shall be replaced with another  |  |





**ITEM 2**  
**Woods Animal Facility Expansion**  
**PRE 20-0058/Woods**

| Conditions of Approval  | Timing  |
|---|---|
| <b>Woods Humane Society</b><br><b>2300 Ramona Road</b><br><b>CUP 2002-0056 Amendment</b>  | BL: Business License<br>BP: Grading/Permit<br>BP: Building Permit<br>FI: Final Inspection<br>FI: Temporary Occupancy<br>FI: Final Occupancy |
| drought-tolerant shrub species subject to Planning Services approval, and   |   |
| b. Toyon between the sidewalk and new structure shall be replaced with another drought-tolerant shrub species subject to Planning Services approval, and  |   |
| 14. A single storage shed shall replace existing storage sheds on the southern property line. A building permit is required for any structure larger than 120 square feet in size.  | BP / FI   |
| 15. A garbage enclosure consistent with Atascadero Municipal Code Section 9-4.129 shall be provided.  | BP  |
| 16. The property owner or their representative shall remove all scrap, junk and miscellaneous item from behind the existing building that are visible from adjacent residential properties.   | FI  |
| 17. Two free-standing single-tenant signs shall be allowed generally in the location shown in Exhibit C. The signs shall be a maximum of 8 feet in overall height and have sign faces not more than 30 square feet each. The signs shall be placed at a 45-degree angle to Ramona Road. Upright supporting members shall be painted white or a color approved by Planning Services Staff.   | BP  |
| 18. Wall signs and directional signs shall conform to the limitations of the Atascadero Sign Ordinance.   | BP  |
| 19. A 4-foot-wide shoulder for Ramona Road shall be provided in conformance with City Engineering Standards.  | BP  |
| 20. Exterior lights shall conform to Atascadero Municipal Code 9-4.137.   | BP / Ongoing  |
| 21. All new utilities shall be placed underground.  | BP  |
| <b>Building Services</b>  |   |
| 22. The applicant shall provide accessible parking spaces and accessible paths of travel consistent with the California Building Code.  | BP  |
| 23. All proposed signs require a building permit in conformance with the California Building Code.  | BP  |
| <b>Public Works</b>   |   |
| 24. A final Storm Water Control Plan (SWCP) shall be completed and filed with the City in accordance with the State regulations (Regional Water Quality Control Board Res. No. R3-2013-0032). The SWCP shall be completed using the City standard form.   | BP  |
| 25. A Stormwater Management Plan must be included in the submittal of construction documents that identifies the Water Management Areas (WMA) and the Structural Control Measures (SCM) applicable to each WMA. Supporting calculations will be required for water quality treatment volumes (Post Construction Requirement (PCR) #2), infiltration volumes (PCR #3, Water Management Zone 1 +85 percentile storm), and peak management detention volumes (PCR #4). | BP  |
| The following information shall be included:  |   |



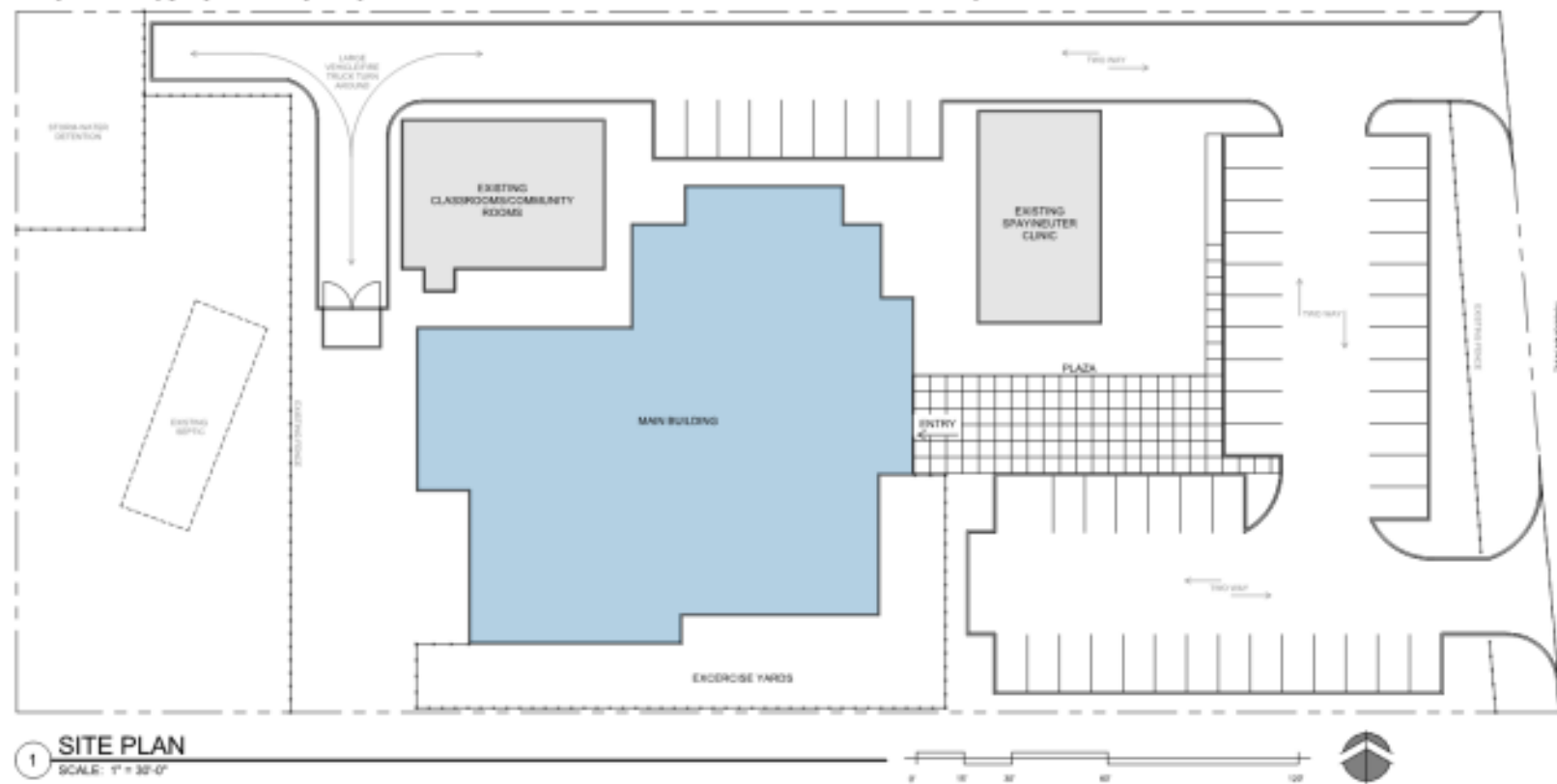
**ITEM 2**  
**Woods Animal Facility Expansion**  
**PRE 20-0058/Woods**

| Conditions of Approval  | Timing   |
|---|--|
| <b>Woods Humane Society</b><br><b>2300 Ramona Road</b><br><b>CUP 2002-0056 Amendment</b>  | (B) Business License<br>(GP) Grading Permit<br>(BP) Building Permit<br>(FI) Final Inspection<br>(TQ) Temporary Occupancy<br>(FO) Final Occupancy |
| <ul style="list-style-type: none"> <li>Each Post-Construction Requirement (PCR) identified in the Storm Water Control Plan (SWCP)</li> <li>A list of each Structural Control Measures (SCM) associated with each PCR</li> <li>The area (in SF) of the impervious surface associated with each PCR</li> <li>The total area (in SF) of impervious surfaces to be constructed per the plan set</li> </ul>  | -  |
| 26. Prior to a Final Inspection and release of occupancy, an Operation & Maintenance (O&M) plan must be prepared and submitted for review and approval. The O&M plan must include an annual reporting component in which the owner (or their designee) provides a report to the City detailing the maintenance measures completed and the condition of the system. An O&M agreement will need to be prepared and recorded against the property authorizing the City to make annual inspections if needed. | FI   |
| 27. The proposed infiltration basin shall have a safe overflow and provide at least one-foot of freeboard.  | BP   |
| 28. Two new driveway approaches shall be constructed in accordance with City Engineering Standard No. 425.  | BP   |

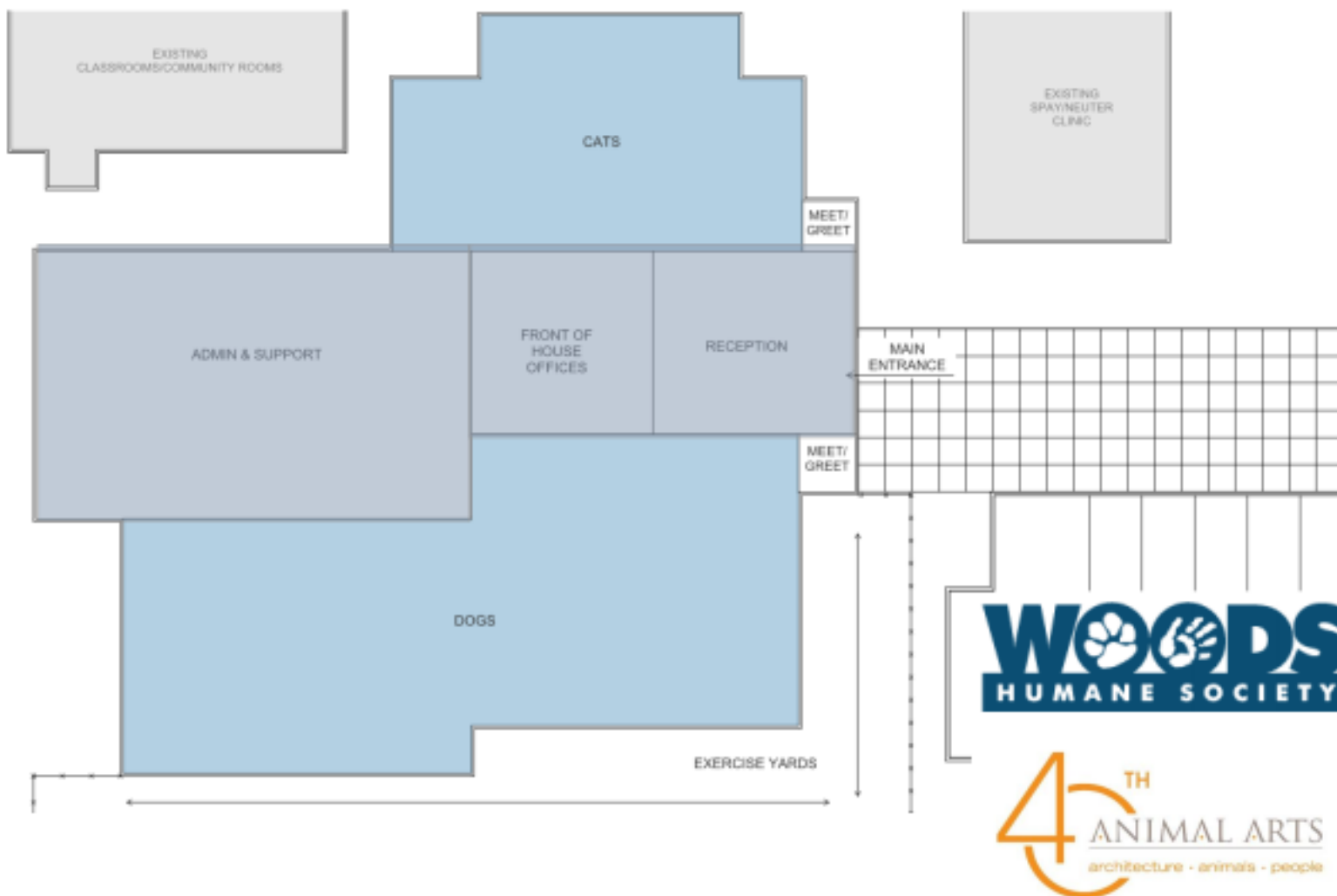


## Attachment 4: Conceptual Site Plans

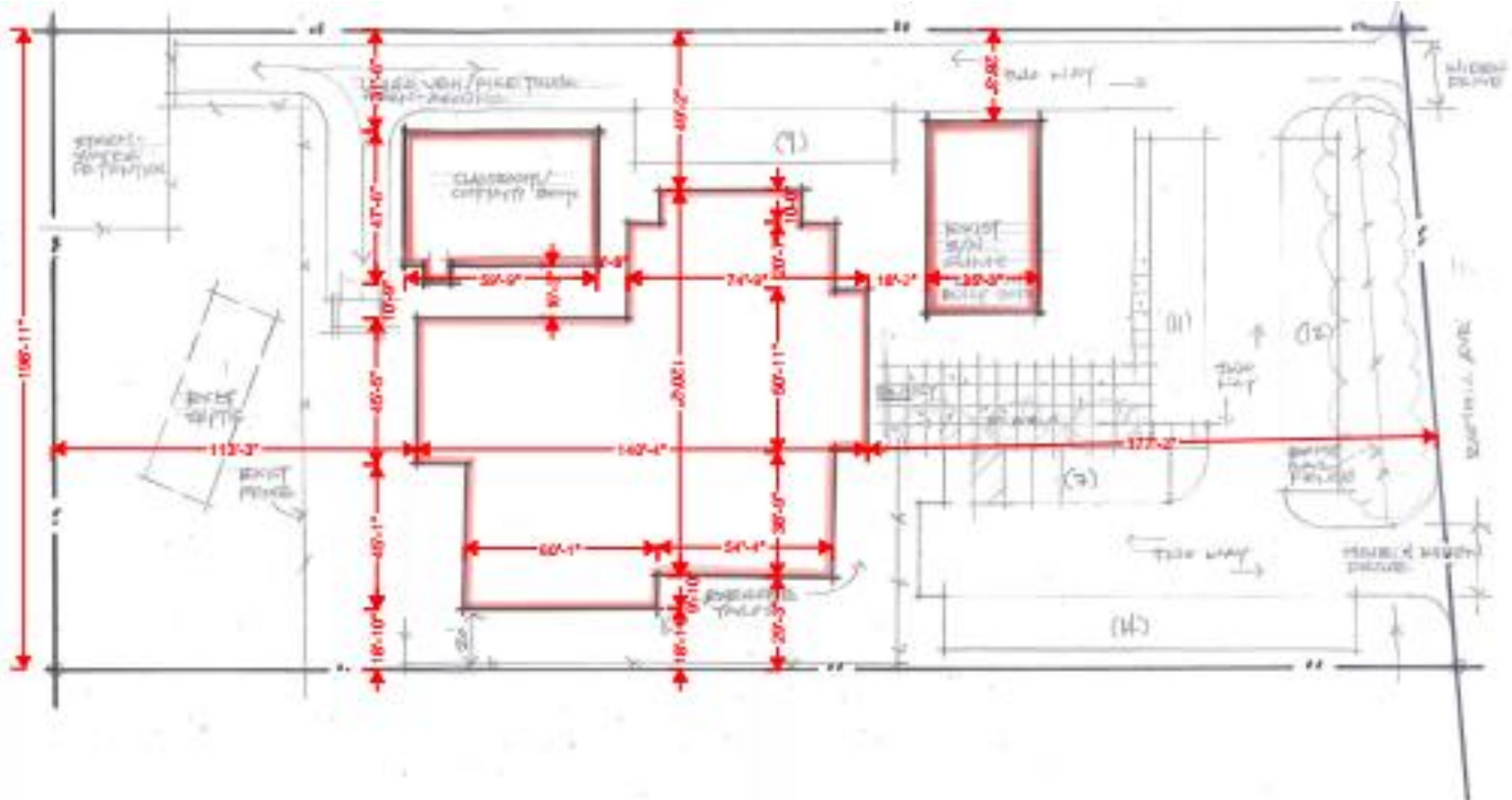
## Site Plan



**Conceptual Floor Plan/Building Adjacency Diagram**



**Additional Site Plan**



**Attachment 5:      Applicant Statement**

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City of Atascadero Planning Application

New animal housing facility at Woods Humane Society North County campus.

In 1997 the North County Humane Society (NCHS) acquired three acres of land located at 2300 Ramona Road and constructed outbuildings to house stray and unwanted cats while they waited for adoption.

In January 2017, that entity (NCHS) merged with Woods Humane Society in San Luis Obispo and is now Woods North County. Thanks to the generous support and contributions of the community, a state of the art spay/neuter clinic was constructed. Since the clinic commenced operations in November 2019, we have provided many surgeries and vaccines for the community's pets and have carried out numerous surgeries on community and feral cats through the development of the TNR program (trap, neuter and release). In addition, Woods partnered with the City of Atascadero to provide spay and neuter services for the pets of low-income city residents.

Woods North County also provides a cat adoption service for many folks in the community seeking to adopt a pet. The facility that currently houses these cats was constructed over twenty-four years ago and is in need of major improvements to bring it up to current standards. The essential requirements for humane animal housing have significantly changed since the existing structures were built, and national best practice now requires amongst other elements, individual and communal housing quarters and independent air controls.

The San Luis Obispo shelter does incorporate these requirements, and Woods is now proposing plans to provide the same state of the art housing accommodation at the North County facility.

The planned facility will be approximately 13,000 square feet on a single level and will provide all indoor accommodation predominantly for cats and kittens with some spaces for dog adoptions.

Sound mitigation will be a key component of the construction and landscaping.



**Attachment 6:      Atascadero Municipal Code Sections 9-6.111 and 9-6.110 and 4-1.113**

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**9-6.111 Kennels.**

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Kennels providing overnight or longer term boarding for dogs, cats and similar household pets are subject to the following standards:

(a) Minimum Site Area.

(1) A, RS, and RSF Zones. One acre.

(2) CS Zone. None.

(b) Building Setbacks.

(1) A, RS and RSF Zones. As provided by Section 9-6.109.

(2) CS Zone. None.

(c) Outside Animal Enclosures. Outside animal enclosures shall not be used for overnight boarding. All animals shall be contained in pens or runs and not be allowed to run free on a site. Any outside enclosures shall be located a minimum of twenty-five (25) feet from all adjacent property lines and shall be designed to comply with subsection (d) of this section.

(d) Noise Control. As provided by Section 9-4.163.

(e) Operation. The premises shall be continuously maintained in a clean and sanitary condition by daily removal of waste and by the use of spray and disinfectants to prevent the accumulation of flies or offensive odors. (Ord. 68 § 9-6.111, 1983)

**9-6.110 Animal hospitals.**

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Animal husbandry facilities, including animal and **veterinary** hospitals, are subject to the following standards:

(a) Building Setbacks. Any building used to treat or board animals shall comply with the following additional setbacks. Any other buildings shall comply with the setbacks established for the particular zoning district in which the use is located.

(1) A and RS Zone. Setbacks shall be the same as for agricultural accessory buildings (Section 9-6.109) provided that the front setback may be reduced to twenty-five (25) feet and the rear setback may be reduced to ten (10) feet, if there are no door or window openings along the common property line with the adjacent residential use.

(2) Commercial Zones. None.

(b) Outside Animal Enclosures. Any outside animal enclosures which are accessory to animal husbandry facilities shall have a one hundred (100) foot setback from adjacent property for any enclosures used for boarding of large animals and shall have a twenty-five (25) foot setback for any outside areas used for short-term treatment activity. Boarding of small animals in outside enclosures shall not be permitted.

(c) Noise Control. As provided by Section 9-4.163.

(d) Access. Shall be from a paved road.

(e) Operation. The premises shall be continuously maintained in a clean and sanitary condition by daily removal of waste and by the use of spray and disinfectants to prevent the accumulation of flies, the spread of disease or offensive odor. Incineration is not permitted. (Ord. 614 § 4, 2017; Ord. 68 § 9-6.110, 1983).



Atascadero Municipal Code

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[Chapter 1 ANIMALS](#)

[Article 1. General Provisions](#)

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#### **4-1.113 Definitions.**

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For the purposes of this title, the words set forth in this section shall be defined as follows:

- (a) "Animals" means and includes horses, ponies, mules, jacks, jennies, cows, bulls, calves, heifers, sheep, goats, swine, rabbits, and all other domestic or domesticated animals other than household pets.
- (b) "Boarding **kennel**" means any dog **kennel** in which dogs not owned by the **kennel**, or the owner or owners of the **kennel**, are kept and cared for, and a fee is charged for such lodging and care.
- (c) "Commercial **kennel**" means any dog **kennel** in which dogs are kept for commercial reasons, for sale or for commercial breeding.
- (d) "Dog **kennel**" means any lot, building, structure, enclosure or premises whereon or wherein four (4) or more dogs, four (4) months of age or older, are kept or maintained for any purpose whatsoever; provided, however, that if other animals or birds or fowl are bought, sold or bartered, the classification to apply shall be that of a pet shop; and, provided further, that this definition of "dog **kennel**" shall not be construed as applying to a duly licensed veterinary hospital or any public pound.
- (e) "Household pets" means and includes cats, dogs, canaries, parrots and other kindred animals and birds usually and ordinarily kept as household pets.
- (f) "Noncommercial **kennel**" means any dog **kennel** in which four (4) or more dogs are kept for noncommercial reasons, including hunting and herding livestock. The sale of animals from such a **kennel** shall be limited to one (1) litter per year, and shall be considered an accessory residential use and will not be construed as a commercial use or activity. Each dog in such **kennel** shall be individually licensed as provided for in Section 4-1.224.
- (g) "Pet shop" means any lot, building, structure, enclosure or premises whereon or wherein a business of buying and selling or bartering birds, animals or fowl is carried on; but this definition shall not be construed as applying to the buying or selling of livestock, nor to the business or activities of a duly licensed veterinary hospital, nor to the business or activities of any public pound.
- (h) "Poultry" means and includes pigeons, ducks, geese, turkeys, chickens, and all other domestic or domesticated fowl other than household pets.
- (i) "Poundmaster" means the Chief Animal Control Officer of the City. (Ord. 42 §§ 2, 3, 1981; Ord. 33 § 4-1.113. 1980)

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View the [mobile version](#).







# **Atascadero Design Review Committee**

## **Staff Report – Community Development Department Mixed Use Development**

| MEETING DATE  | PROJECT PLANNER                             | APPLICANT CONTACT  |   | PLN NO.                 |
|---|---|--|---|-------------------------|
| 9/9/2020  | Mariah Gasch                                | Thom & Natalie Jess  |   | PRE20-0063              |
| PROJECT ADDRESS   | GENERAL PLAN DESIGNATION                    | ZONING DISTRICT  | ASSESSOR PARCEL NUMBER(S)   | SITE AREA               |
| 5802 Traffic Way  | Downtown (D)                                | Downtown Commercial (DC)   | 029-322-012   | Approximately 0.4 acres |
| <b>RECOMMENDATION</b>   |   |  |   |                         |
| <p><i>Staff Requests the Design Review Committee:</i></p> <ol style="list-style-type: none"> <li>Review the proposed design for a mixed- use development on a vacant lot</li> </ol>   |   |  |   |                         |
| <b>PROJECT DESCRIPTION</b>  |   |  |   |                         |
| <p>The applicant proposes a new mixed-use building on a vacant lot at 5802 Traffic Way. There are a total of 10 one-bedroom dwelling units and one commercial space in the proposed three-story building. The dwelling units will be for rent and parking is accommodated in a surface parking lot in the rear. The applicant is requesting a density bonus of 23% to be granted to the project in exchange for dedicating one dwelling unit (12%) for low-income households.</p> |   |  |   |                         |
| <b>ENVIRONMENTAL DETERMINATION</b>  |   |  |   |                         |
| <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: | <input checked="" type="checkbox"/> Categorical Exemption Class 32, In-Fill Development Projects | <input type="checkbox"/> No Project - § 15268 Ministerial Project |                         |

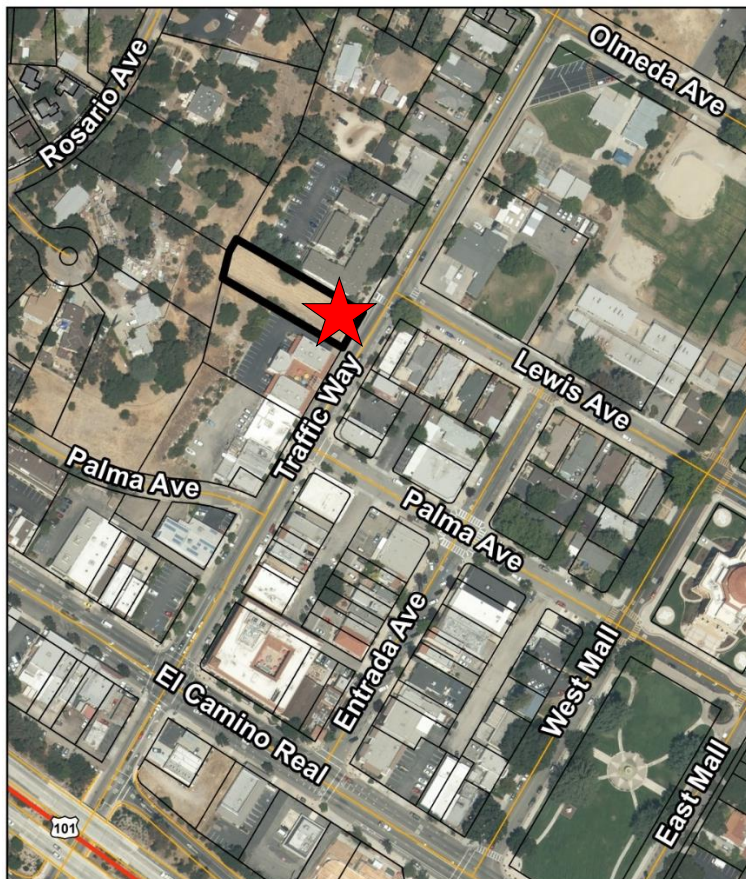
ADDITIONAL INFORMATION MAY BE OBTAINED BY CONTACTING THE ATASCADERO  
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<http://www.atascadero.org>  
6500 PALMA AVENUE | ATASCADERO, CA 93422 | (805) 461-5000

**Front Elevation**



**Aerial Map**



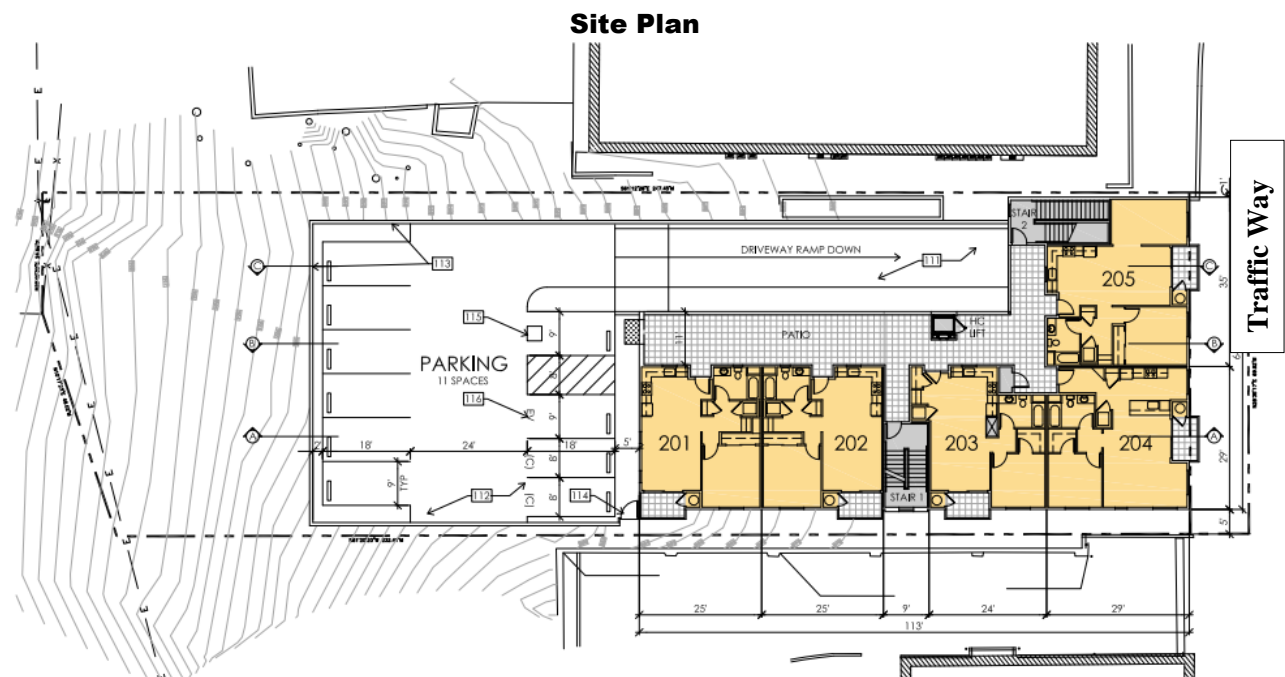
## DISCUSSION:

### *Project History*

Several residential and mixed use projects have been reviewed and approved on this site, however, none of the previous projects have come to fruition. The site's unique location at the edge of the downtown zone, adjacency to multi-family residential, and the significant slope have made development a challenge. A master plan of development was approved for the property in 2004 for three buildings, which stepped up the hill. The front building had vertical mixed uses, while the other two were all residential. The project completed a mitigated negative declaration in compliance with the California Environmental Quality Act (CEQA), but did not proceed to building permits. The entitlement expired in 2006. A two-building mixed-use project was proposed and brought before the DRC in 2018. The project in 2018 did not proceed with building permits.

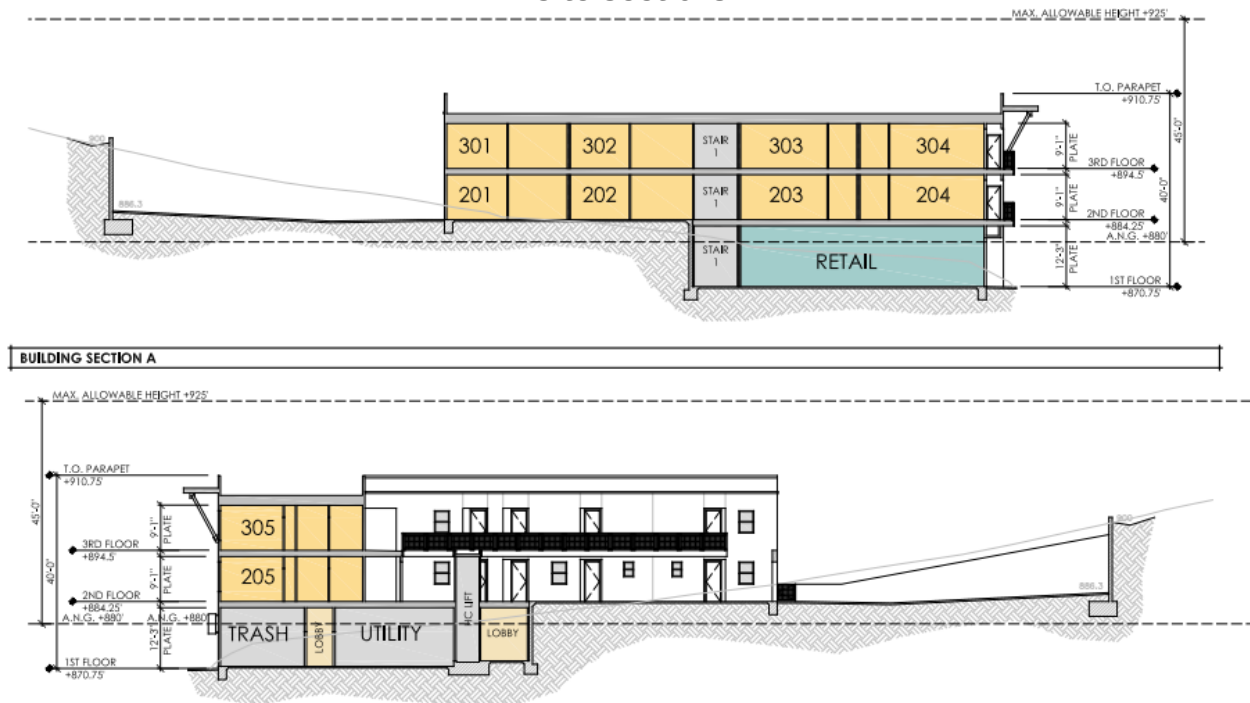
### *Project Description / Summary*

The subject site is approximately 0.4 acres in size; 70 feet wide and 280 feet deep. The applicant proposes a mixed-use project within one building. The building has a 1,225 SF commercial space on the ground floor. The second and third stories have a total of ten 1-bedroom apartment units that will be for rent. A density bonus of 23% is to be granted in exchange for dedicating 12% (1 unit) for low-income households. Per California Government Code Section 659(d)(2)(A) the developer shall receive one incentive or concession for including at least 10% for low income households. The applicant has not yet identified a concession and is waiting for full project review prior to identifying a concession.





### Site Sections



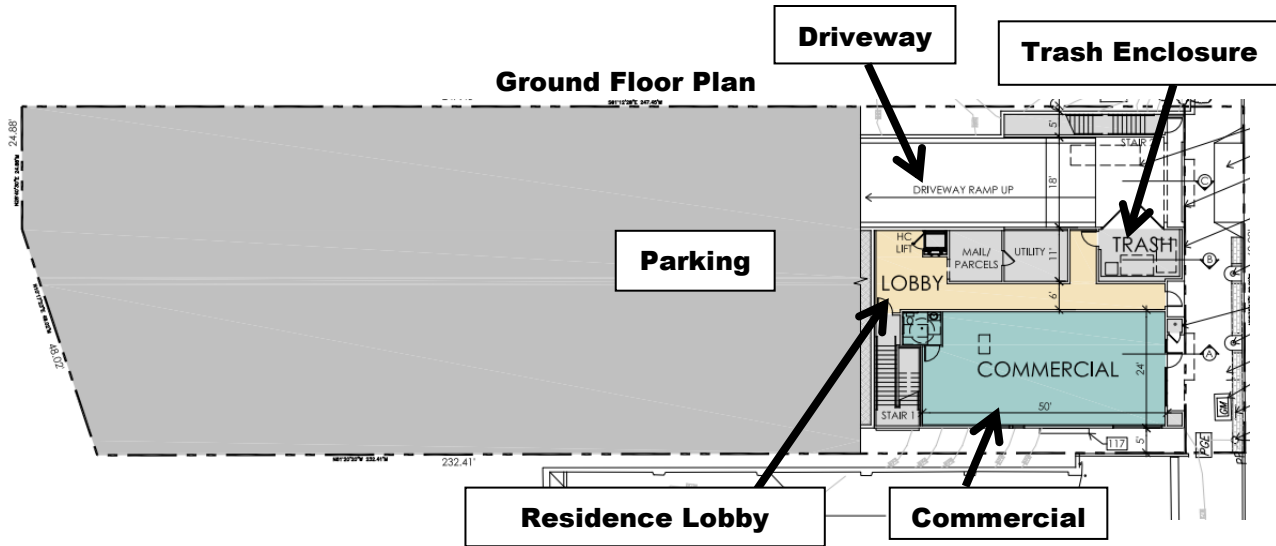
### Analysis

**Design.** The project is the first commercial space westbound travelers on Traffic Way will see as they enter the downtown. The proposed building mixes urban features with contemporary architecture to complement the existing historic commercial zone. The building includes a flat roof with a combination of materials including stained vertical cedar wood siding, off-white smooth stucco finish, and dark bronze metal accents. The front portion of the building and a small part of the rear wall will have siding while the rear portion of the building will be stucco. Balconies and exterior walkways for the residences will have dark bronze metal railing. The building will have metal banding above the first floor over the wood siding and a metal awning with oversized support brackets will be added above the third floor facing Traffic Way. Vehicles entering the site from Traffic Way will be able to drive through a breezeway to enter the rear parking lot.

No setback is permitted in the Downtown Commercial zoning district, “except for building insets designed to accommodate outdoor eating and seating areas” (AMC 9-3.347). The proposed front building touches the front property line and has small insets at the front doors parking lot entrance.

The three-story building is comprised of 1,225 SF of commercial space, 1,000 SF of bike storage/utility space and 7,384 SF of residential living space for a total of 9,609 SF. Each of the ten units is one-bedroom with square footages ranging from 690 SF to 847 SF. Each unit also has a private 51 SF deck.





**Multi-family Standards.** The Zoning Ordinance requires specific standards for projects developed in residential multi-family (RMF) zoning districts. Since this project is a mixed-use project in the Downtown Commercial zoning district, these RMF development standards do not specifically apply. It is assumed that a residential mixed-use project in a commercial zone will be developed to different standards as it is within a more urban setting. However, there is discretion through design review to ensure that the project is designed to appropriately address both commercial and residential design standards. Staff is seeking input from the DRC on the application of RMF standards regarding outdoor use area, storage, and other items relevant to this project. Atascadero Municipal Code (AMC) 9-3.262 requires each dwelling unit to include 10 cubic feet of enclosed storage, 300 SF of outdoor recreational space per unit, onsite laundry hookups or facility and one covered parking space per unit.

Tenants choosing to live in the downtown above a commercial business are often seeking a more urban experience than expected in a solely residential development. For storage, each unit has one standard closet in the bedroom. Instead of a designated outdoor open space, the applicant has included a 51 square foot balcony to each unit which can be used as outdoor space. Each unit will have its own laundry equipment and no covered parking is proposed on the site. Due to the urban nature of the project, staff is not recommending that any additional storage or open space be required for the project. Since parking on the site is limited and the architectural design is simple and minimalistic, staff is also not recommending that any covered parking be required for the project.

**Parking.** No parking is required for restaurants and retail uses in the Downtown Commercial zoning district. Atascadero Municipal Code Section 9-4.118 states a parking requirement for multi-family housing. This requirement includes 1.5 parking spaces for 1-bedroom multifamily units and one guest space for every 5 units proposed. Under this parking requirement, the applicant would need to provide a minimum of 17 parking spaces. However, since the project will contain one affordable unit, the applicant may request reduced parking ratios be used per California Government Code Section



65915(p)(1). This government code section states that a city shall not exceed a required parking ratio greater than one on-site parking space for a one-bedroom unit. Therefore, the project's parking requirement is 10 onsite parking spaces.

Ten parking spaces are included in the project for residential parking.

The City recently conducted a study of the available parking spaces in the downtown. Staff counted 25 on-street parking spaces on Traffic Way between El Camino Real and Lewis Ave., and 13 on Lewis between Traffic Way and Entrada. In both private and public off-street lots, there are 68 off-street spaces on Traffic Way. Residential uses primarily need parking in the evening into the morning when many businesses are closed.

Fencing. Atascadero Municipal Code 9-4.128 requires a 6-foot high solid fence or wall between commercial and residential uses. The proposed project consists of residential and commercial uses on a property that abuts exclusively residential uses on both the northern and western sides (refer to Attachment 1: Zoning Map). Staff recommends a solid fence be provided on the northern property line to screen the existing apartment complex on Traffic Way from the proposed commercial space, but recommends no fence be required at the top of the lot (the western property line) in order to avoid blocking the view for uphill residences. The elevation difference between the two uses does not necessitate a fence at this property line.

Landscaping. The Downtown Commercial zoning district is excluded from most landscaping requirements of the zoning ordinance. One exception is for street trees, which are required at a 30-foot interval. The applicant proposes two street trees consistent with this requirement.

The Downtown Commercial district is also not exempt from the requirement to provide a minimum five-foot landscape strip within the side yard setback of all commercial and multifamily developments (AMC9-4.125). Since there is no setback requirement in the DC zone, the structure is set back less than 5 feet in some areas. Staff recommends a landscape strip up to 5-feet wide be added within both side setbacks.

Approximately 1/4th of the lot is proposed to remain in a natural state. A bio-treatment planter w/ native vegetation is proposed along a portion of the northern property line between the driveway and property line. In addition to this, the applicant is proposing to plant five new five-gallon Coast Live Oak trees. The retaining wall behind the parking lot is approximately 15 feet tall. To soften the appearance of this wall and add some additional landscaping, staff recommends moving the new oak trees back and adding a second wall to allow for two shorter walls. Between the two stepped walls, the applicant should plant native vegetation.

Garbage Collection. The applicant proposes a fully enclosed trash room within the new building's footprint. Trash receptacles will be fully hidden from Traffic Way.



**DRC DISCUSSION ITEMS:**

1. Multi-family standards (storage, outdoor recreation space, covered parking)
2. Solid fence on northern property line, but not western property line.
3. Landscaping (5-foot landscape strips, stepped retaining wall with landscaping)

**ATTACHMENTS:**

1. Site Photos
2. Elevations
3. Conceptual Floor Plans
4. Landscape Plan





**Attachment 1: Site Photos**  
**PRE20-0063**

**Front Elevation of Lot**



**View Looking North at Apartments**





**Street frontage towards El Camino Real**



**Attachment 2: Elevations**  
**PRE20-0063**

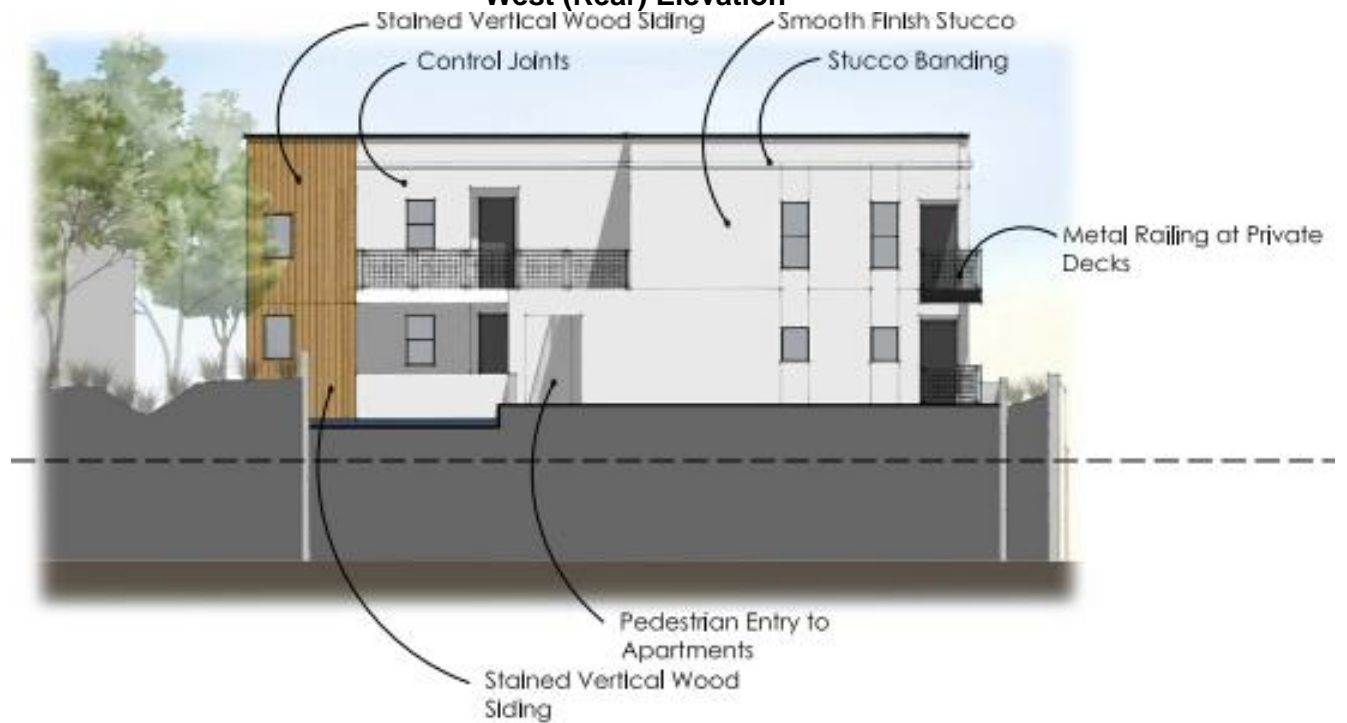
**East (Front) Elevation**



**North Elevation**



### West (Rear) Elevation



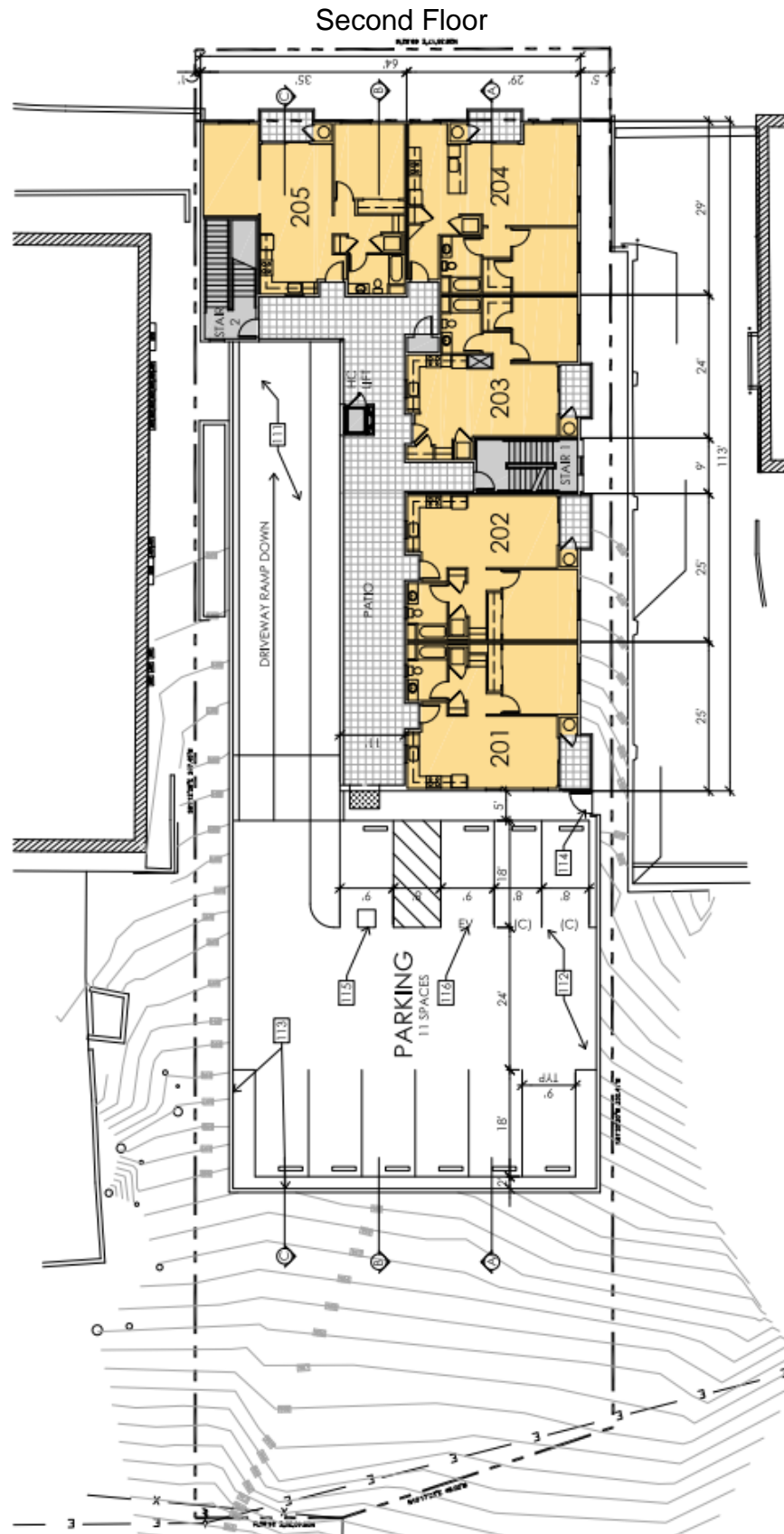
### South Elevation



### Attachment 3: Conceptual Floor Plans

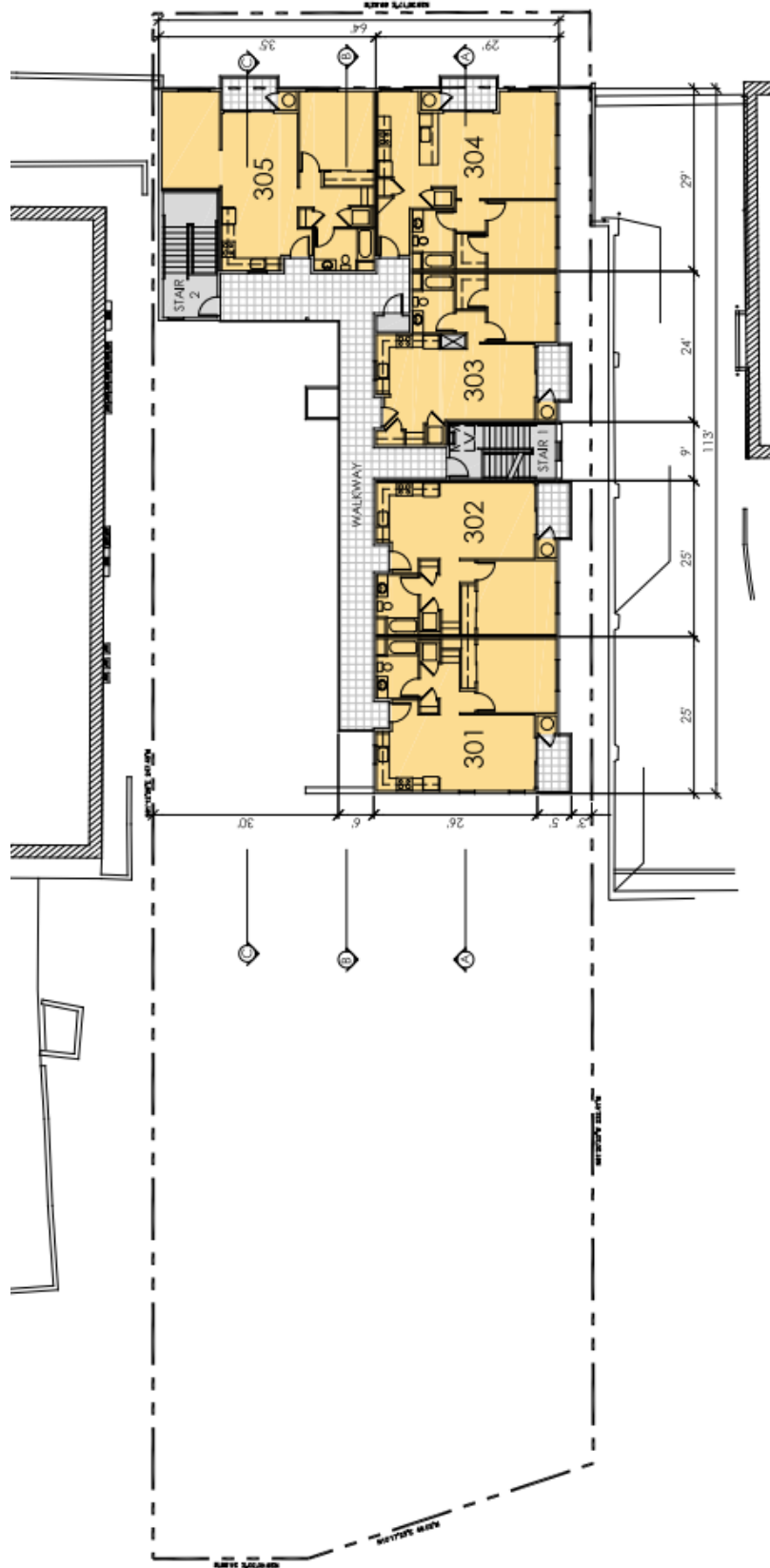








### Third Floor



**Attachment 4: Landscape Plan**  
**PRE20-0063**

