



# CITY OF ATASCADERO PLANNING COMMISSION

## DRAFT MINUTES

Tuesday, August 19, 2025

City Hall Council Chambers, Fourth Floor  
6500 Palma Avenue, Atascadero

Planning Commission Regular Session:	6:00 P.M.
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### **REGULAR SESSION - CALL TO ORDER - 6:00 p.m.**

Chairperson Keen called the meeting to order at 6:02 p.m. and Chairperson Keen led the Pledge of Allegiance.

### **ROLL CALL**

Present: Chairperson Keen, Vice Chairperson Anderson, Commissioners Carranza, Heath, and Pennachio

Absent: O'Malley

Vacant: Commissioner David

Others Present: Members of the public

Staff Present: Community Development Director Phil Dunsmore, Planning Manager Kelly Gleason, Associate Planner Erick Gomez, Assistant City Attorney Taylor Foland, Recording Secretary, Jessica Applegate

### **CONSENT CALENDAR** **PUBLIC COMMENT:**

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

The following person spoke on this item: Jessica Applegate

Recording Secretary Applegate pulled Item 1 for a correction; she explained that the name of the applicant noted on the draft minutes during public comment for Item 2.,

SBDV25-0026 was incorrect. The name of the applicant is Juan Viveros, not Juan Ramirez.

*Chairperson Keen closed the Public Comment period.*

**1. APPROVAL OF THE DRAFT MINUTES OF AUGUST 5, 2025**

- Recommendation: Commission approve the August 5, 2025 Minutes as corrected

**MOTION BY: Anderson**

**SECOND BY: Heath**

**1. Approve Consent Calendar (#1)**

AYES (4): Anderson, Carranza, Heath, Pennachio

ABSTAINED (1): Keen

ABSENT (1): O'Malley

***Passed 4-0***

**PLANNING COMMISSION BUSINESS**

None

**COMMUNITY DEVELOPMENT STAFF REPORTS**

None

**PUBLIC HEARINGS**

**2. Amend Title 9 (Planning and Zoning) of the Atascadero Municipal Code (ZCH24-0059)**

Consider a Resolution recommending the City Council amend Title 9 (Planning and Zoning) of the Atascadero Municipal Code to establish permitting requirements and land use standards for the short-term rental of dwelling units.

- CEQA: This action is exempt from the California Environmental Quality Act (CEQA) Public Resources Code Section 21000 et. seq., because it can be seen with certainty that there is no possibility that the enactment of the Ordinance would have a significant effect on the environment (Pub. Resources Code 21065; CEQA Guidelines 15061 (b)(3).
- Recommendation: Staff's recommendation is for the Planning Commission to adopt the Draft Resolution recommending the City Council adopt a text

amendment to Title 9 to add definitions and standards for short-term rentals, based on findings.

**DISCLOSURE OF EX PARTE COMMUNICATIONS**

Chairperson Keen and Commissioner Carranza had a brief conversation together on the topic.

**PUBLIC COMMENT:**

*Chairperson Keen opened the Public Comment period.*

The following people spoke on this item: Geoff Auslen, Sid Bowen, Chantel, Sarah Maggelet, Linda Keltz, Patricia Cooley, Dave Nichols, Minhui Shi, Trevor Ork, Cathy Bonelli, Crystal Megi, Sharon Rademacher

*Chairperson Keen closed the Public Comment period.*

**2. Adopt Draft Resolution ZCH24-0059**

**MOTION BY: Anderson**  
**SECONDED BY: Pennachio**

- 1. Planning Commission adopt Draft Resolution recommending the City Council adopt a text amendment to Title 9 (ZCH24-0059) to add definitions and standards for short-term rentals, based on findings with an amendment to the parking requirements to require a minimum of two parking spaces available for short term rental use and direction to staff to provide additional information regarding short term rentals in multifamily zones to Council.**

AYES (2): Heath, Pennachio  
NO (3) Carranza, Anderson, Keen  
ABSENT (1): O'Malley

***Failed 3-2***

***Chairperson Keen and the commission continued discussion on ZCH24-0059.***

**MOTION BY: Carranza**  
**SECONDED BY: Keen**

- 1. Planning Commission adopt Draft Resolution recommending the City Council adopt a text amendment to Title 9 (ZCH24-0059) to add definitions and standards for short-term rentals, based on findings with revision to:
  - a. Modify the parking requirement to provide a minimum of (2) onsite spaces****

**And direction to:**

- b. Provide additional information on the number of short-term rentals in Multifamily zones**
- c. Explore owner occupancy requirements and review alternatives**

AYES (5): Caranza, Heath, Pennachio, Anderson, Keen

ABSENT (1): O'Malley

***Passed 5-0***

**COMMISSIONER COMMENTS AND REPORTS**

Carranza provided comment on Barrel Creek. She stated that the business owner of the Haunt inquired about the placement of the bike racks downtown.

Keen made a comment on the paint color of a building that was approved for future development.

**DIRECTOR'S REPORT**

Director Dunsmore gave an update on projects in the city.

**ADJOURNMENT**

Chairperson Keen adjourned the meeting at 9:07 PM

**MINUTES PREPARED BY:**

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Jessica Applegate, Recording Secretary  
Permit Technician

APPROVED: