



CITY OF ATASCADERO CITY COUNCIL MEETING DRAFT MINUTES

March 24, 2026, 6:00 p.m.
City Hall Council Chambers, Fourth Floor
6500 Palma Avenue, Atascadero, California

A. REGULAR SESSION - CALL TO ORDER

Mayor Bourbeau called the meeting to order at 6:00 P.M.

B. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Dariz led the Pledge of Allegiance.

C. ROLL CALL

Present: Mayor Bourbeau, Mayor Pro Tem Dariz, Council Member Funk, Council Member Newsom, Council Member Peek

Absent: None

Staff Present: City Manager James R. Lewis, Assistant City Manager/City Clerk Lara Christensen, City Attorney Dave Fleishman, City Treasurer/ Director of Administrative Services Jeri Rangel, Public Works Director Nick DeBar, Community Development Director Phil Dunsmore, Battalion Chief Dave Van Son, Police Chief Dan Suttles, Deputy City Manager - IT Luke Knight, Community Services and Promotions Director Terrie Banish, Planning Manager Kelly Gleason, Associate Planner Erick Gomez, Human Resources Manager Rachel Hunter

D. CONSENT CALENDAR

- 1. City Council Draft Minutes - March 10, 2026 Regular Meeting**
Recommendation: Council approve the March 10, 2026, City Council Regular Meeting Minutes [City Clerk]

2. **February 2026 Accounts Payable and Payroll**
Fiscal Impact: Total expenditures for all funds is \$3,683,016.51
Recommendation: Council approve certified City accounts payable, payroll and payroll vendor checks for February 2026. [Administrative Services]
3. **2025 General Plan and Housing Element Annual Progress Reports**
Fiscal Impact: None
Recommendation: City Council review and accept the Annual General Plan and Housing Element Progress Report for 2025. [Community Development]

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk
SECOND BY: Dariz

1. Approve Consent Calendar

AYES (5): Bourbeau, Dariz, Funk, Newsom, and Peek

Passed (5 to 0)

E. UPDATES FROM THE CITY MANAGER

City Manager Lewis gave an update on projects and events within the City.

F. COMMUNITY FORUM

The following persons spoke: Geoff Auslen, Luther Johnson, Reese Jensen

G. PUBLIC HEARINGS

1. Status of Workforce Vacancies, Recruitment and Retention

Fiscal Impact: None

Recommendation: Conduct a public hearing regarding and receive and file the City of Atascadero Status of Workforce Vacancies, Recruitment and Retention presentation. [Human Resources]

Human Resources Manager Rachel Hunter gave the presentation and answered questions from the Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Geoff Auslen

Mayor Bourbeau closed the Public Comment period.

Council received and filed the City of Atascadero's Status of Workforce Vacancies, Recruitment and Retention report.

- 2. Home Depot Master Plan of Development Amendment (Chick-fil-A)**
Fiscal Impact: The project provides for the development of three vacant building pads within an existing commercial center. The planned commercial uses are anticipated to create an increase in revenue generated by the center.
Recommendation: Council:
1. Introduce for first reading, by title only, Draft Ordinance approving a Zoning Code Text Amendment, based on findings.
 2. Adopt Draft Resolution B approving a Lot Line Adjustment ATAL25-0042 and a Conditional Use Permit with a parking reduction, driveway design modification, and sign exception to amend the Home Depot Center Master Plan of Development (CUP 2000-0014) and allow a carwash, drive-through restaurant, and commercial shell at the Home Depot Center at 805, 910, 920, and 940 El Camino Real (APNs 049-045-036, 049-045-034, 049-045-033, & 049-045-035), subject to findings and conditions of approval. [Community Development]

Planner Erick Gomez gave the presentation. He, Community Development Director Dunsmore, Public Works Director DeBar, City Manager Lewis and Conner Best (Applicant Team) answered questions from the Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Renata Ruggles, Geoff Auslen, Heather Benttine, Karen Dahl, Steven Raybon

Mayor Bourbeau closed the Public Comment period.

Mayor Bourbeau recessed the meeting at 8:08 pm

Mayor Bourbeau resumed the meeting with all present at 8:27 pm

MOTION BY: Funk

SECOND BY: Newsom

- 1. Introduce for first reading, by title only, Draft Ordinance approving a Zoning Code Text Amendment, based on findings.**
- 2. Adopt Draft Resolution B approving a Lot Line Adjustment ATAL25-0042 and a Conditional Use Permit with a parking reduction, driveway design modification, and sign exception to amend the Home Depot Center Master Plan of Development (CUP 2000-0014) and allow a carwash, drive-through restaurant, and commercial shell at the Home Depot Center at 805, 910, 920, and 940 El Camino Real (APNs 049-045-036, 049-045-034, 049-045-033, & 049-045-035), subject to findings and conditions of approval, with the following amendments to the conditions of approval as read and displayed during the meeting:**

Condition 1 add: Construction Phasing shall occur so that construction permits for the car wash are not issued prior to the occupancy of the Drive-Through Restaurant.

Condition 5 change language to: Upon request of the applicant, 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%, and/or (2) result in a superior site design or appearance.

Condition 14 add: Existing lighting abutting the railroad right of way shall be retrofitted for compliance with City Lighting standards.

Condition 16 change language to: Operating hours for the carwash shall be limited to 7:00 a.m. to 7:00 p.m. Following 3 months of occupancy and again at 12 months of occupancy, subject to the receipt of any noise complaints regarding the carwash, staff will evaluate that the site operates in compliance with the City's noise ordinance and recommend additional measures to reduce operational noise as needed.

Condition 18 change language to: Upon request of the applicant, the City Engineer shall have the authority to approve minor revisions to the conditions below that, in the opinion of the City Engineer, are not reasonably feasible to complete or incompatible with the facilitation of the project.

Condition 19 g change language to: Add a stop sign at the intersection with the traffic circle for vehicles that enter the southern driveway. Refresh all pavement markings on El Camino Real between NB 101 off-ramp and the bridge over the railroad tracks, including all markings at the San Ramon Road intersection.

Add Condition 19 h: The City Engineer will evaluate the site for the addition of appropriate roadway signs to prevent traffic from entering the residential neighborhood on to the north.

Condition 20 change language to: 20. A traffic control/mitigation plan shall be submitted and approved prior to temporary or final occupancy that details measures to be implemented during the first month of opening and any other abnormally high traffic volume event. The plan shall include:

- Queuing plan showing additional volume
- Staffing narrative describing additional staffing measures for busy times

- **Coordination plan with City should back-up occur onto or within the City right-of-way.**

The plan shall accommodate traffic both on- and off-site. Should vehicle queuing or traffic impact El Camino Real or other public streets, a licensed traffic control contractor shall be hired by the owner/operator to facilitate traffic safety in accordance with the approved mitigation plan. Should the mitigation plan fail to adequately mitigate impacts to the satisfaction of the City Engineer, a revised plan must be submitted and approved by the City Engineer prior to continuing operation.

Condition 29 change language to: Construction documents submitted for building permits shall portray and/or depict each building being served with separate services for water, sewer, gas, power, telephone, fiber/communication, and cable TV. Utility laterals shall be located and constructed to each building in accordance with City Engineering Standards and Standard Specifications and other applicable codes. New and replacement utility distribution systems and services, including all existing utilities along all project frontages, shall be constructed underground, to the satisfaction of the City Engineer. The applicant shall be responsible for the relocation and/or alteration of existing utilities. The final design shall substantially conform to the approved plans, unless changes are requested by the applicant and approved consistent with the procedures identified in the Atascadero Municipal Code and these conditions of approval.

AYES (5): Bourbeau, Dariz, Funk, Newsom, and Peek

Passed (5 to 0)

H. MANAGEMENT REPORTS

1. Zoning Code Update – Continuation of Mixed-Use Zones and Standards

Fiscal Impact: None

Recommendation: Council provide direction to staff on specific land uses and development standards for the Mixed-Use #3 (MU3) zoning district as part of the item continued from the March 10, 2026 meeting. [Community Development]

Community Development Director Dunsmore introduced the item. He explained that discussion and questions would be bifurcated by zoning district to allow Council to participate at the greatest extent possible.

Planning Manager Gleason presented the key uses table for Zones MU1 and MU4. She and Director Dunsmore answered questions from Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Geoff Auslen

Mayor Bourbeau closed the Public Comment period.

Council asked questions and provided comments and direction on Zones MU1 and MU4.

Council Member Peek declared a potential conflict of interest on Zones MU2 and MU3 due to owning property in these mixed-use zoned areas, recused himself from the discussion on Zones MU2 and MU3, and left the dais at 9:23 pm.

Planning Manager Gleason presented the key uses table for Zone MU2. She and Director Dunsmore answered questions from Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

Council asked questions and provided comments and direction on Zone MU2.

Council Member Newsom declared a potential conflict of interest on Zone MU3 due to owning property in this mixed use zoned area, recused herself from the discussion on Zone MU3, and left the dais at 9:25 pm.

Planning Manager Gleason gave the presentation for Zone MU3. She and Director Dunsmore answered questions from Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: Geoff Auslen

Mayor Bourbeau closed the Public Comment period.

Council asked questions and provided comments and direction on Zone MU3.

Mayor Bourbeau recessed the meeting at 10:02 pm

Mayor Bourbeau resumed the meeting with all present at 10:05 pm

2. 2025-2030 Multi-Jurisdictional Hazard Mitigation Plan and Community Wildfire Protection Plan Update

Fiscal Impact: The total cost to develop the MJHMP was \$254,150, of which the County received a federal hazard mitigation grant covering 75%

of the cost. The remaining 25% was divided on a per capita basis among the participating agencies. The City of Atascadero contributed \$4375 from the Fire Department operating budget in Fiscal Year 2025-2026.

Recommendation: Council adopt Draft Resolution, approving the 2025-2030 Updates to the San Luis Obispo County Multi-Jurisdictional Hazard Mitigation Plan (MJHMP), accompanying Atascadero-specific annex (Annex B), and the Community Wildfire Protection Plan (CWPP). [Fire]

Battalion Chief Van Son gave the presentation and answered questions from the Council.

Mayor Bourbeau opened the Public Comment period.

The following persons spoke on this item: None

Mayor Bourbeau closed the Public Comment period.

MOTION BY: Funk
SECOND BY: Dariz

1. Adopt Draft Resolution, approving the 2025-2030 Updates to the San Luis Obispo County Multi-Jurisdictional Hazard Mitigation Plan (MJHMP), accompanying Atascadero-specific annex (Annex B), and the Community Wildfire Protection Plan (CWPP).

AYES (5): Bourbeau, Dariz, Funk, Newsom, and Peek

Passed (5 to 0)

I. COUNCIL ANNOUNCEMENTS AND COMMITTEE REPORTS

The following Council Members gave brief update reports on their committees since their last Council meeting:

Mayor Bourbeau

1. County Mayor's Round Table
2. Integrated Waste Management Authority (IWMA)
3. Central Coast Community Energy (3CE)

Council Member Funk

1. Atascadero Basin Ground Water Sustainability Agency (GSA)
2. Homeless Services Oversight Council

Council Member Peek

1. City of Atascadero Finance Committee

J. INDIVIDUAL DETERMINATION AND / OR ACTION:

None

K. ADJOURNMENT

Mayor Bourbeau adjourned the meeting at 10:30 P.M.

MINUTES PREPARED BY:

Alyssa Slater
Deputy City Clerk

APPROVED: