



# PLANNING & DEVELOPMENT DEPARTMENT

## LONG RANGE PLANNING DIVISION

### TRANSMITTAL MEMO

**DATE:** March 31, 2011

**TO:** SunPAC Members

**FROM:** Holly Bradbury, Project Planner

**cc:** Jeremy Tittle, Executive Assistant, 1<sup>st</sup> District Office  
Jeff Hunt, Director of Long Range Planning  
June Pujo, Supervising Planner

**SUBJECT:** SunPAC Meeting #30- Summerland Community Plan Update Project Components in Preparation for Environmental Review: Policy, Ordinance Amendments, and Design Guidelines

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The Attachments noted below have been included as part of the meeting materials for the April 6, 2011 meeting. Please review Attachments as part of Agenda Items 4-8. Please note that the SunPAC Meeting on April 6, 2011 will focus on staff presentation of materials.

1. **Meeting Agenda.** The agenda for the April 6, 2011 meeting is provided for your review.
2. **Meeting Minutes.** Action Minutes from the SunPAC January 6, 2010 meeting are included for your review and approval.
3. **Project Description.** A summary of the project, providing the basis for environmental review.
4. **Revised Policy Changes.** Updated draft document accompanied by a chart listing substantial changes since the last meeting. This component includes the following draft sections of the Summerland Community Plan:
  - a) *Introduction:* Included are changes to the table of contents, a revised introduction paragraph, and other miscellaneous changes to the plan.
  - b) *Transportation, Circulation, and Parking Chapter.*
  - c) *Variance and Modifications:* Changes to the provisions in the "Visual and Aesthetics" section to clarify the ability to apply for a zoning Variance or Modification for Floor Area Ratio (FAR) and height in Summerland.
5. **Zoning Ordinance Amendments:** List of zoning ordinance component changes for incorporation into the County's Coastal (Article II) and Inland (LUDC) zoning ordinances, as well as, into the County's Sign Ordinance.
6. **Commercial Design Guidelines (CDG).** Updated draft document accompanied by a chart listing substantial changes since the last meeting.
7. **Residential Design Guidelines (RDG).** Updated draft document accompanied by a chart listing substantial changes since the last meeting.

8. **Summerland CDG/RDG Supplement.** This information will supplement and be distributed with the Commercial and Residential Design Guidelines.
9. **1992 Summerland Community Plan (SCP) Traffic, Circulation, and Parking Chapter.**

You may also download materials at the following webpage:

<http://longrange.sbcountyplanning.org/planareas/summerland/sunPAC.php>

Each SunPAC member is encouraged to review this draft information and contact staff individually for any questions, suggestions, or other comments.

- Holly Bradbury, Project Planner, 568.3577 (hbradbur@co.santa-barbara.ca.us)
- June Pujo, Supervising Planner, 568.2056 (jpujo@co.santa-barbara.ca.us)
- Jeff Hunt, Long Range Planning Director, 568.2072 (jhunt@co.santa-barbara.ca.us)