



# PLANNING & DEVELOPMENT DEPARTMENT

## OFFICE OF LONG RANGE PLANNING

### TRANSMITTAL MEMO

**DATE:** April 30, 2009

**TO:** SunPAC Members

**FROM:** Derek Johnson, Director  
Lucy Pendl, Assistant Planner

**CC:** Holly Bradbury, Associate Planner

**SUBJECT:** SunPAC Meeting #21

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The items noted below have been included or referenced in preparation of the May 6, 2009 meeting.

1. **Meeting Agenda.** The meeting agenda for the May 6, 2009 meeting has been provided for your review. For further explanation, please see discussion below. (Attachment 1)
2. **Meeting Minutes.** Action Minutes from the April 1, 2009 meeting are included for your review and approval. (Attachment 2)
3. **Summerland Outdoor Lighting Ordinance.** Proposed ordinance regarding the installation and use of outdoor lighting in the Summerland Community Plan Area. (Attachment 3)
4. **2<sup>nd</sup> Draft Residential Design Guidelines.** The changes requested by the SunPAC for Chapters 1-10 have been incorporated into a new document, included here for your review. In particular, please read the Stormwater and Drainage section of Chapter 3 and all portions of Chapter 11 (Attachment 4)

Please refer to Transmittal materials provided to you for recent meetings. You may also download the materials at the following webpage:

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

#### **MEETING AGENDA FOR MAY 6, 2009**

##### **Agenda Item 1**

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Pledge of Allegiance and Roll Call

##### **Agenda Item 2**

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Public Comment period – This time is set aside to allow public testimony on items not on today's agenda. The time allocated to each speaker will be set at the discretion of the Chair.

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### Agenda Item 3

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#### Administrative Items:

- Meeting Minutes – Review and approval of the April 1, 2009 draft meeting minutes
- Adjustment of SunPAC Membership and Quorum – The number of SunPAC members will be lowered from eleven (11) to nine (9) members, and the quorum requirement will be changed to five (5) members at the May 12, 2009 Board of Supervisors hearing.

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### Agenda Item 4

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Residential Second Units (RSUs) on Williamson Act contracted lands – The County's Uniform Rules allow RSUs on Williamson Act contracted land where the use is permitted under the zoning ordinance. Attached and detached RSUs are not permitted on a lot in addition to a Guest House; furthermore, RSUs are not permitted on a lot in addition to agricultural employee housing within the Coastal Zone.

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### Agenda Item 5

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Summerland Outdoor Lighting Ordinance – Staff has created a draft Outdoor Lighting Ordinance, in order to regulate the installation and use of outdoor lighting in the Summerland Community Plan Area. Please review and come prepared to provide comments.

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### Agenda Item 6

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Discussion of the Residential Design Guidelines: Chapter 11 (Supplemental Materials) contains information regarding the South County Board of Architectural Review, Notification Requirements, Green Building Design, the Glossary, and suggested Plant Species (native, non-invasive and/or firewise); staff has also included a new draft of the Residential Design Guidelines, including recent SunPAC comments and changes, for your review.

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### Adjourn

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**Next meeting: SunPAC Community Plan Update Meeting #22**

Topic: Continued Review of the Draft Residential Design Guidelines

Wednesday, June 3, 2009, 5:00 PM

Board of Supervisors Hearing Room, 4th Floor

**CC:** Jeremy Tittle, Executive Assistant, 1<sup>st</sup> District Office