



PLANNING & DEVELOPMENT DEPARTMENT

OFFICE OF LONG RANGE PLANNING

TRANSMITTAL MEMO

DATE: May 29, 2009

TO: SunPAC Members

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

CC: Holly Bradbury, Associate Planner

SUBJECT: SunPAC Meeting # 22

The items noted below have been included or referenced in preparation of the June 3, 2009 meeting.

1. **Meeting Agenda.** The meeting agenda for the June 3, 2009 meeting has been provided for your review. For further explanation, please see discussion below. (Attachment 1)
2. **Meeting Minutes.** Action Minutes from the May 28, 2009 meeting are included for your review and approval. (Attachment 2)
3. **Tentative Meeting Schedule.** Attached is a schedule with past and suggested future dates for SunPAC meetings.

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 JUNE 3, 2009

Agenda Item 1

Pledge of Allegiance and Roll Call

Agenda Item 2

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.

Agenda Item 3

Administrative Items:

- Meeting Minutes – Review and approval of the May 28, 2009 draft meeting minutes

- Long-term Schedule – The SunPAC meeting on August 5, 2009 is the last currently scheduled meeting; please bring your calendars and come prepared to discuss potential future meeting dates.

Agenda Item 4

Summerland Outdoor Lighting Ordinance – This is a continued discussion of the draft Summerland Outdoor Lighting Ordinance that staff created, including presentation of further information and clarification of certain types of lighting and exemptions.

Agenda Item 5

Discussion of the Residential Design Guidelines: Chapters 1-10 of the draft Residential Design Guidelines distributed for Meeting 21 still need to be reviewed, so that staff can incorporate the feedback from the SunPAC.

Adjourn

Next meeting: SunPAC Community Plan Update Meeting #23

Topic: Continued Review of the Draft Residential Design Guidelines
Wednesday, July 1, 2009, 5:00 PM (NOTE: Starting Time & REVISED DATE)
Board of Supervisors Hearing Room, 4th Floor

CC: Jeremy Tittle, Executive Assistant, 1st District Office

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Notice of Public Meeting

Summerland Planning Advisory Committee (SunPAC) Meeting #22

Date: Wednesday, June 3, 2009
Time: 5:00 pm
Location: Board of Supervisors Hearing Room
105 East Anapamu Street, 4th Floor, Santa Barbara
Attendees: SunPAC Members, County Staff and Public Participants
Purpose/Discussion: Review of the Draft Residential Design Guidelines
Material to read: Draft Summerland Residential Design Guidelines
1992 Board of Architectural Review Design Guidelines for Summerland
Material to bring: SunPAC Meeting Materials

Agenda Item	Discussion Topic
	CALL TO ORDER
# 1	Pledge of Allegiance & Roll Call
# 2	Public Comment Period: <i>The Public Comment period 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.</i>
# 3	Administrative Items: <ul style="list-style-type: none">• Meeting Minutes from May 28, 2009• Long-term schedule discussion
# 4	Summerland Outdoor Lighting Ordinance – Continued discussion of the draft County Ordinance to regulate the installation and use of outdoor lighting in the Summerland Community Plan Area
# 5	Discussion of Draft Residential Design Guidelines – Review of 2 nd Draft Residential Design Guidelines

Adjourn

Next Meeting SunPAC Meeting # 23
Topic: Draft Residential Design Guidelines – Review draft
Wednesday, July 1, 2009, 5:00 PM (Note: Starting time & REVISED date)
Board of Supervisors Hearing Room
105 Anapamu Street, 4th Floor, Santa Barbara

Questions or comments about the Community Plan Update may be directed to Derek Johnson at 805-568-2072 or dijohnson@sbcso.org and further information may be obtained on the following web site: <http://longrange.sbcountyplanning.org/planareas/summerland/summerland.php>

Attendance and participation by the public is invited and encouraged. In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the Hearing Support Staff (805) 568-2000. Notification at least 48 hours prior to the meeting will enable the Hearing Support Staff to make reasonable arrangements.

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SUMMERLAND Planning Advisory Committee (SunPAC)

May 28, 2009 Meeting #21 – Minutes

1. **Meeting Called to Order:** By Chair Donaldson at 6:00 pm.

2. **Pledge of Allegiance and Roll Call**

SunPAC Members Present: Robert (Robin) Donaldson, David (Tom) Evans (arr. 6:05 pm), Mary Holzauer, Betty Franklin, Paul Franz, David Hill, Nancy Kimsey, Suzanne Perkins (dep. 8:12 PM), and Wickson (Reeve) Woolpert.

SunPAC Members Absent: None

County Staff Present: Office of Long Range Planning: Supervising Planner David Lackie, Planner Holly Bradbury, and Planner Lucy Pendl.

Welcome: Chair Donaldson welcomed participants and announced that Planner Holly Bradbury will now be assisting with the SunPAC meetings.

Public Comment: None.

3. **Minutes of March 4, 2009 SunPAC Meeting #19:**

ACTION: Member Franz moved, Member Perkins seconded, to approve the April 1, 2009 SunPAC Meeting #20 Minutes; motion carried with a vote of 8-0.

Yea: Perkins, Donaldson, Holzauer, Franklin, Franz, Hill, Kimsey, Perkins, Woolpert

Nay: None

Absent: Evans

Member Evans arrived at 6:05.

4. **Staff Presentation:** Staff presented some information previously requested by the SunPAC concerning RSU's on Williamson Act Parcels. Also presented was the Draft Summerland Outdoor Lighting Ordinance and Chapter 11 of the second Draft of the Summerland Design Guidelines.

5. **Discussion of Outdoor Lighting Ordinance:**

The SunPAC reviewed and made recommendations regarding ordinance graphics, enforcement of illegal lighting, definitions of "affected", and dimming timing. A vote to approve the ordinance was waived pending further information from staff concerning enforceability options and excerpts

concerning light nuisance from the County Code. Rural Lighting to be included in June 3 agenda as a discussion topic.

Public Comment: Jane Grey, Dudek: Wants to keep security lights exempt from further scrutiny under the lighting ordinance. Strategic security lights needed to protect Ag parcels vulnerable to avocado theft; a distinction between rural and urban areas could be helpful

6. Discussion of Chapter 11:

Discussion concerning origin of findings and format. Minor edits made to checklist, including the deletion of language relevant to the commercial guidelines. SunPAC suggested an FAR calculation list and simple worksheet should be included at the end of Chapter 11. Concerns were raised with regard to story poles duration and timing of Summerland BAR and SBAR review.

Member Perkins departed at 8:12 pm.

7. Adjournment: Member Hill moved, Member Evans seconded, to adjourn the meeting; motion carried by a vote of 8-0.

Yea: Donaldson, Evans, Holzhauser, Franklin, Franz, Hill, Perkins, Woolpert

Nay: None

Absent: Perkins

Meeting adjourned at 9:05 pm.

Next Meeting: Wednesday, June 3, 2009, 5:00pm
105 East Anapamu Street, Santa Barbara
Board of Supervisors Hearing Room, 4th Floor

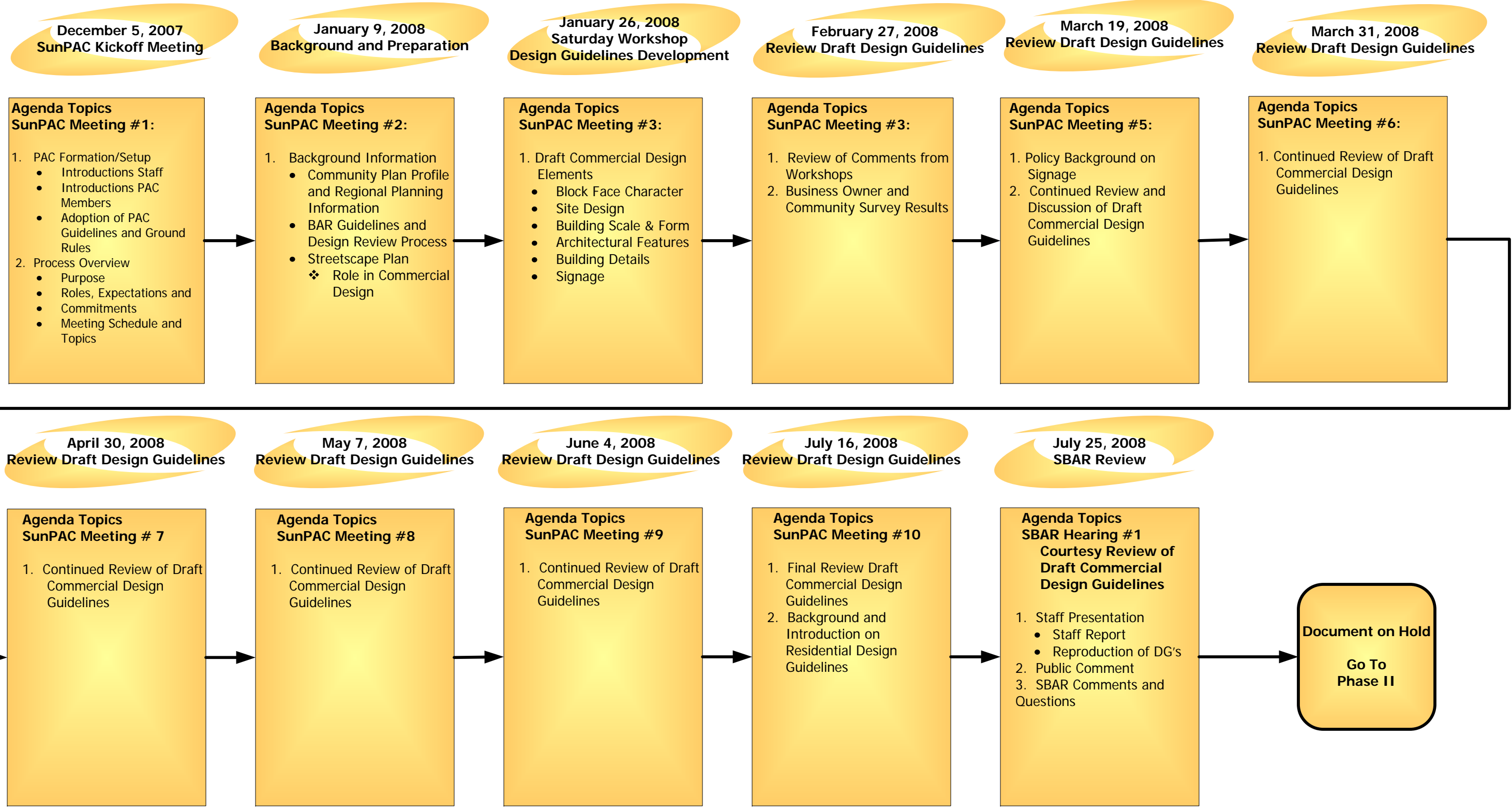
Topic: Continued Review of the Draft Residential Design Guidelines, Drafting Lighting Ordinance and Rural Lighting.

Minutes Approved:

Robert (Robin) Donaldson, Chair

**Phase I:
Summerland Planning Advisory
Committee (SunPAC)
Commercial Design Guidelines
Meetings and Workshops**

**Summerland
Commercial Design Guidelines
SCHEDULE SUMMARY**



Summerland Residential Design Guidelines Update SCHEDULE SUMMARY

**Phase II:
Summerland Planning Advisory
Committee (SunPAC)
Residential Design Guidelines
Meetings and Workshops**

July 26, 2008
Saturday Workshop
Review Draft Design Guidelines

- Agenda Topics
SunPAC Meeting #11:**
- Design Guidelines Elements
 - Neighborhood Character
 - Site Design
 - Constraints
 - Floor Area Ratio
 - Elements of Design
 - Garages
 - Second Units
 - Landscaping
 - Lighting

August 20, 2008
Review Design Guidelines

- Agenda Topics
SunPAC Meeting #12:**
- Review Residential Workshop Results
 - Review Community Survey Results
 - Private Views Background
 - Review Draft Residential Design Guidelines Chapter 1 and 2

September 3, 2008
Continued Review Design Guidelines

- Agenda Topics
SunPAC Meeting #13:**
- Conceptual Review Requirements
 - Land Use Permit Trigger
 - Review Draft Residential Design Guidelines Chapter 3

October 8, 2008
Continued Review Design Guidelines

- Agenda Topics
SunPAC Meeting #14:**
- Review Draft Residential Design Guidelines Chapter 4, FAR and Height

November 5, 2008
Continued Review Design Guidelines

- Agenda Topics
SunPAC Meeting #15:**
- Review Draft Story Pole Guidelines
 - Continued Review of Draft Residential Design Guidelines Chapter 4
- Cancelled

December 10, 2008
Continued Review Design Guidelines

- Agenda Topics
SunPAC Meeting #6:**
- Review Draft Story Pole Guidelines
 - Continued Review of Draft Residential Design Guidelines Chapter 4

January 21, 2009
Continued Review Design Guidelines

- Agenda Topics
SunPAC Meeting #17:**
- Continued Review of Draft Residential Design Guidelines Chapter 4; Story Poles, FAR, Height and Building Form

February 4, 2009
Continued Review Design Guidelines

- Agenda Topics
SunPAC Meeting #18**
- Continued Review of Chapter 4; Building Scale and Form
 - Review Story Pole Graphic
 - Review Chapter 5 Architectural Styles and Features

March 4, 2009
Continued Review Design Guidelines

- Agenda Topics
SunPAC Meeting #19**
- Review Chapter 6 Building Details
 - Review Chapter 7 Garage Conversions
 - Review Chapter 8 Residential Second Units

April 1, 2009
Continued Review Design Guidelines

- Agenda Topics
SunPAC Meeting #20**
- Review Chapter 9 Landscape, Hardscape, Fencing, and Outdoor Lighting
 - Review Chapter 10 Additions to Structures of Potential Historic Merit
 - Review Chapter 11 Supplemental Materials

May 6 28, 2009
Continued Review Design Guidelines

- Agenda Topics
SunPAC Meeting #21**
- Review Complete Draft with Graphics
 - Incorporate any Additional Comments
- Rescheduled

June 3, 2009
Finalize Draft

- Agenda Topics
SunPAC Meeting # 22**
- Finalize Draft Residential Design Guidelines
 - Introduce Community Plan Traffic and Circulation Update phase

June 19, 2009
SBAR Review

- Agenda Topics
SBAR Hearing #2**
- Staff Presentation
 - Public Comment
 - SBAR Comments and Questions

**Document on Hold
Go To
Phase III**

**Phase III:
Summerland Planning Advisory
Committee (SunPAC)
Community Plan
Traffic & Circulation Update
Meetings and Workshops**

Summerland Community Plan Traffic and Circulation Update SCHEDULE SUMMARY

**July 1, 2009
Background Information**

- Agenda Topics
SunPAC Meeting #23:**
1. Background Information
 - Terminology
 - ❖ LOS
 - ❖ Roadway Classification
 - ❖ ADT and PHT
 - Last Update
 - Importance of Streetscape Plan
 - ❖ Elements
 - ❖ Key Points

**August 5, 2009
Traffic & Circulation
Update Development**

- Agenda Topics
SunPAC Meeting #24:**
1. Traffic & Circulation Overview
 - Terminology
 - Last Update
 - Streetscape Plan
 2. Breakout Discussion
 - Identify Issues
 - ❖ Desirable
 - ❖ Undesirable
 3. Full Discussion
 - Draft Goals and Policies

**September 2, 2009
Review Draft
Draft Traffic & Circulation Chapter**

- Agenda Topics
SunPAC Meeting #25:**
1. Present Draft Update
 - Overview
 - Identify WS #1 Elements
 - How Each Was Addressed
 2. Discussion
 - Note Comments

**October 7, 2009
Finalize Draft**

- Agenda Topics
SunPAC Meeting #26:**
1. Review of Comments
 2. Suggested Incorporation from Staff
 3. PAC Member Discussion
 4. Summarize Comments and Concerns
 5. Review Complete Draft
 6. Incorporate any Additional Comments
 7. Finalize Draft

**November 4, 2009
Departmental Review**

- Agenda Topics
Development Review South &
Public Works
Review and Comment**
1. Draft Traffic, Circulation and Parking Chapter
 2. Project Information and Background

**Document on Hold
Go To
Phase IV**

**Phase IV
Environmental Review
Review and Adoption Process**

**Summerland
Review and Adoption
SCHEDULE SUMMARY**

