



# Summerland

*Planning Advisory Committee*

**SunPAC**

December 5, 2007



# SunPAC Meeting Agenda

December 5, 2007, 6:00 pm – 9:00 pm

- Pledge of Allegiance & Role Call
- Introductions
  - Staff
  - SunPAC Members
  - Brown Act Information
- Staff Presentation
  - Purpose and Scope of Work
  - GPAC Guidelines and Bylaws
  - Roles and Expectations
- Meeting Schedule
  - Meeting Days/Times
  - Location
- Public Comment Period
  - Items not on the agenda





# Introductions

- What is your name?
- Why did you apply for SunPAC?
- What are your pastimes?
- What do you feel are important issues in Summerland?
- What do you like about Summerland?
- What would you change?

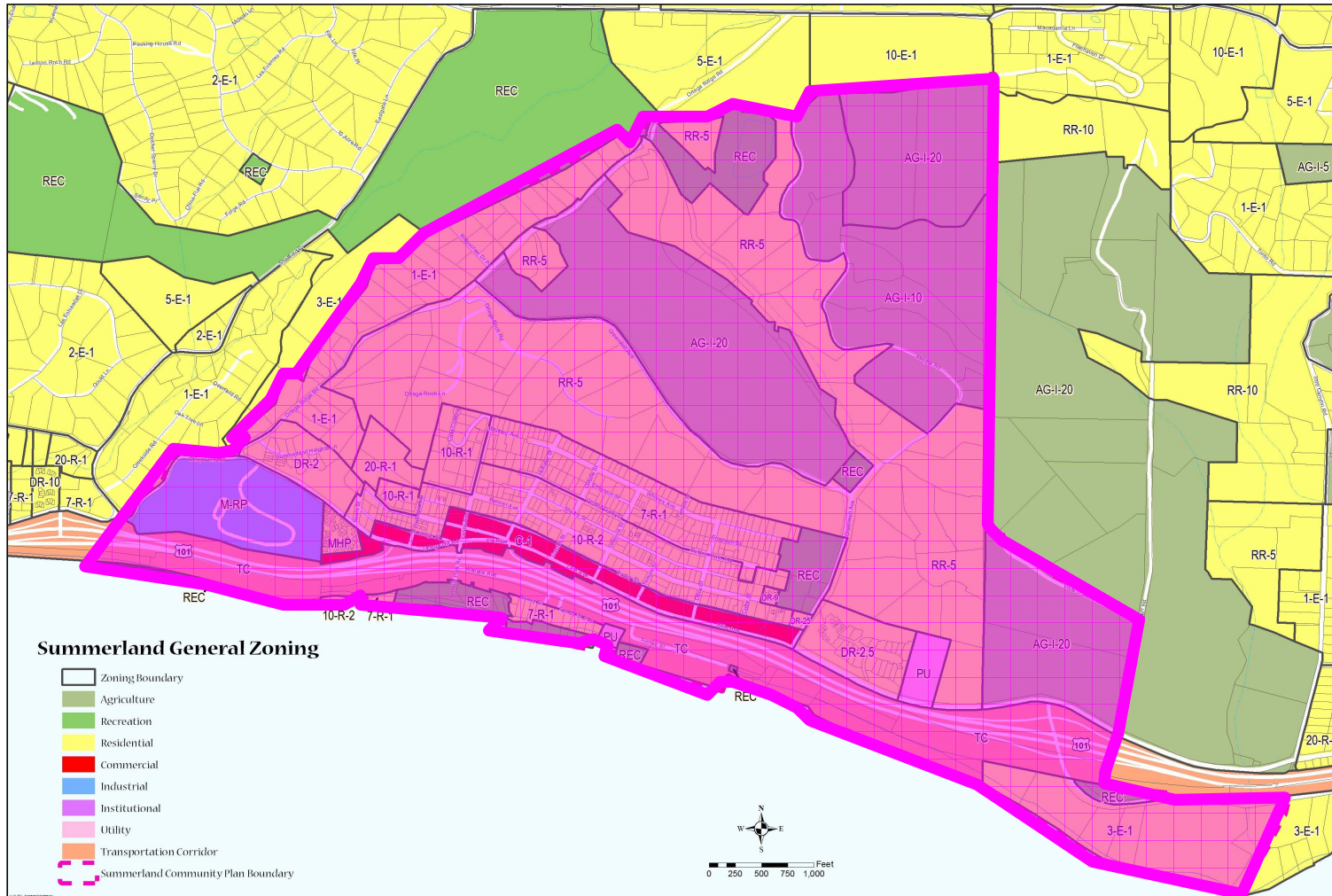


# County Counsel Overview:

- Brown Act
  - Public Noticing Requirements
  - Meetings Must Be Open and Public
  - Defines What Constitutes a Meeting
  - Must Provide Opportunity for Public Input
  - Sets Forth the Rights of the Public
  - Dictate the Handling of Public Records



# Summerland Planning Area





# Summerland Planning Documents

- Summerland Community Plan
- Board of Architectural Review (BAR) Design Guidelines for Summerland
- Land Use and Development Code (LUDC)
- Local Coastal Plan
- Local Coastal Zoning Ordinance





# SunPAC Purpose and Scope

- Gather Public Input
- Develop Recommendations Regarding:
  - Commercial Design Guidelines
  - Update of the BAR Guidelines
  - Traffic, Circulation and Parking
- Participate in Development of Design Elements & Setting Goals

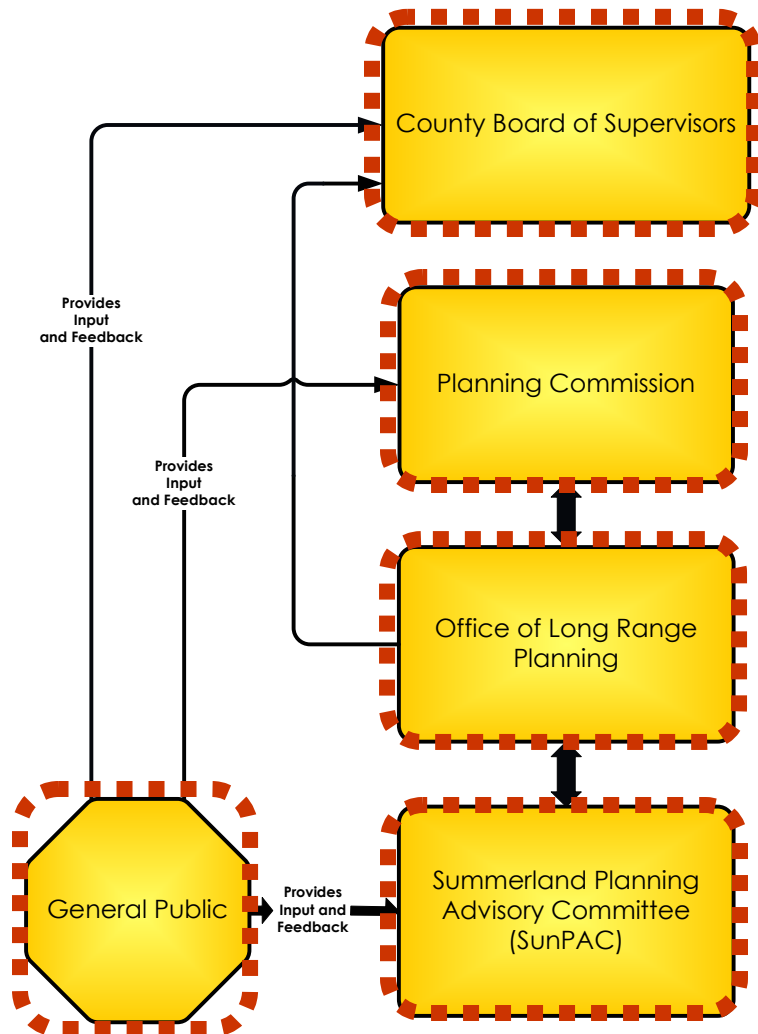


# GPAC Guidelines and Bylaws

- GPAC Guidelines Establish:
  - Scope of Authority
  - Rules of Conduct
  - Other Procedures (i.e. Brown Act)
- SunPAC May Adopt Other Rules of Conduct and/or Procedures as Desired



# Roles and Expectations



**SunPAC;** Receives community input for each phase of the project and develops goals, policies and guidelines.

**Office of Long Range Planning;** Manages project, writes documents and presents to Planning Commission and the Board of Supervisors for review and adoption.

**Planning Commission;** Considers and recommends adoption to the Board of Supervisors.

**Board of Supervisors;** Considers and adopts documents and allocates funds.

**General Public;** provides input to the SunPAC, Planning Commission and Board.



# Roles and Expectations Cont'd

## ■ **Basic Conduct and Decision Making:**

- Problem Solving Approach
- Decision-Making by Quorum
- Clear and Timely Communication
- Information Sharing
- E-mail Communication
- Participation and Observation by Public
- Absence When Decisions Are Made





# Roles and Expectations Cont'd

- Participant Roles:
  - Santa Barbara County's Role
  - Group Roles & Responsibilities
  - Subcommittees





# Requested Actions

- Discuss Meeting Schedule;
- Approve SunPAC Bylaws;
- Approve SunPAC Agreement; and
- Approve SunPAC Ground Rules





# Proposed Meeting Day/Time

- **Regular Time**

- 6:00pm to 9:00 pm

- **Regular Days**

- Typically Wednesdays

- **Future Meetings:**

- Wednesday, January 9<sup>th</sup>
- Saturday, January 26<sup>th</sup>
- Wednesday, February 20<sup>th</sup>



# Next SunPAC Meeting

- January 9, 2008
  - Background Information regarding Design Guidelines
  - Election of Officers
    - Overview of Responsibilities
      - Chair
        - Lead Meetings
        - Serve as Primary Spokesperson for SunPAC
        - Primary SunPAC Liaison to Staff and the Public
      - Vice-Chair
        - Fulfills Duties of Chair in His/Her Absence
      - Secretary, covered by Staff

