



SUMMERLAND Planning Advisory Committee (SunPAC)

January 26, 2008 Meeting Minutes

1. **Meeting Called to Order:** By Derek Johnson, Deputy Director, at 9:15am
2. **SunPAC Committee Members Present:** Robert (Robin) Donaldson, David (Tom) Evans, Jennifer Fairbanks, Betty Franklin, Paul Franz, David Hill, Mary Holzhauer, Nancy Kimsey, Andy Neumann, Suzanne Perkins, and Wickson (Reeve) Woolpert.

Staff Present: Office of Long Range Planning: Amy Donnelly, Assistant Planner, Justin Feek, Planner, Derek Johnson, Deputy Director, Erika Leachman, Planner, Shaunn Mendrin, Senior Planner, Andrew Strobel, Assistant Planner.
3. **Welcome:** Chair **Donaldson** and Derek **Johnson** welcomed participants, and provided opening comments.
4. **Public Comment:** None.
5. **Workshop:** Approximately 15 members of the public met with the SunPAC members and County Staff at six different topic tables devoted to soliciting input that will serve as the basis for the development of Commercial Design Guidelines for Summerland. The following issues were discussed:
 - **Block Face Character:** Reeve Woolpert and Andy Neumann (including neighborhood context, building scale and orientation, the concept of a "commercial core," immediate context and how buildings on a block relate to one another).
 - **Site Design:** Nancy Kimsey, Suzanne Perkins and Shaunn Mendrin (including setbacks, topography, grading, parking, landscaping, trash and service, ADA access, views and building placement).
 - **Scale and Form:** David Hill and Robin Donaldson (including building size, bulk and mass, Floor Area Ratio (FAR), plate height, understories, basements, and height calculation methodology).
 - **Architectural Features:** Tom Evans and Mary Holzhauer (including architectural styles, building entrances and location, sidewalk access, fenestration, garages size and location, paving materials, pedestrian space, parking, and "passive solar design").
 - **Building Details:** Paul Franz and Jennifer Fairbanks (including architectural details, windows, doors, awnings, building materials, building color and lighting).
 - **Signage:** Betty Franklin and Justin Feek (including Special Sign Standards for Summerland, allowed and prohibited signs, banner signs, illumination of signs, pole, wall and freestanding signs, and style, location and materials of signs).

At approximately 2:30pm each table facilitator reported to the entire workshop what they had heard during the course of the rotating discussions. SunPAC Members and Staff will type workshop notes to be shared at the next SunPAC meeting.

6. **Adjournment:** Meeting adjourned at 3:50pm.

6. **Next Meeting:** Wednesday, February 27, 2008, 6:00pm
Santa Barbara County Planning Commission Hearing Room
123 East Anapamu Street, Santa Barbara

Topic: Survey and Workshop Results, Review of Rough Draft Commercial Design Guidelines

Minutes Approved:

, Chair

DRAFT