



PLANNING & DEVELOPMENT DEPARTMENT
OFFICE OF LONG RANGE PLANNING

TRANSMITTAL MEMO

DATE: March 14, 2008
TO: SunPAC Members
FROM: Derek Johnson, Deputy Director
Shaunn Mendrin, Senior Planner
SUBJECT: SunPAC Meeting #5- March 19, 2008

SunPAC members, the items noted below have been included or referenced in preparation of the March 19, 2008 meeting.

1. **Meeting Agenda** The meeting agenda for the March 19, 2008 meeting has been provided for your review (see Attachment 1). For further explanation, please see discussion below. (Attachment 1, Pages 4-5)
2. **Meeting Minutes** Action Minutes from the February 27, 2008 meeting are included for you review and approval (see Attachment 2, Pages 6-10) for the following meetings:
3. **Pole Sign Information and Background** (Attachment 3, Pages 11-23)
4. **Block Face Character** (Attachment 4, Pages 24-31)
5. **Information and Background** The following materials are provided per the request of the SunPAC to assist in the review and further development of the Draft Summerland Commercial Design Guidelines:
 - **City of Encinitas Background and Photos** (Attachment 5A, Pages 44-49)
 - **1992 BAR Guidelines with Strikethrough** (Attachment 5B, Pages 50-70)
 - **Summerland View Corridor Overlay Background** (Attachment 5C, Pages 71-73)
 - **Private Views Background** (Attachment 5D, Pages 74-79)
 - **Story Poles** (Attachment 5E, Pages 80-85)
 - **Modifications and Variances** (Attachment 5F, Pages 86-92)
 - **Block Face Photos** (Attached Separately, 11x17)

You may also download the SunPAC materials on the following webpage if you have difficulties accessing the files attached in the email:

<http://countyofsb.org/plandev/comp/planareas/summerland/>

MEETING AGENDA FOR WEDNESDAY, MARCH 19, 2008

Agenda Item 1

Pledge of Allegiance and Roll Call

Agenda Item 2

Public Comment period – This item 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

Minutes from the February 27, 2008 meeting have been included for your review and approval.

Agenda Item 4

The Big Yellow House Sign – Staff has researched issues related to the refacing of existing, non-conforming pole signs that are potential historic landmarks, such as the existing Big Yellow House Sign (Attachment 1).

Agenda Item 5

Staff has made note of all comments and input on the Draft Commercial Design Guidelines for Summerland provided by SunPAC Members at the February 27, 2008 SunPAC Meeting. Issues identified by the SunPAC as requiring further discussion related to the development and finalization of the Draft Commercial Design Guidelines have been included in the draft minutes. are noted below. Items for discussion at this agenda include the following:

Chapter 1 – Introduction

- Summerland View Corridor Overlay: Staff has provided background information on the Summerland View Corridor Overlay areas of designation, related policies in the Summerland Community Plan, related requirements in the County of Santa Barbara Land Use Development Code (LUDC), and legal background information from County Counsel (Attachment 5C).

Chapter 2 – Block Face Character

- Refer to Block Face Character sections of San Francisco's *Cow Hollow Neighborhood Design Guidelines* (Attachment 4)
- Elevation photos of Lillie Avenue blocks (Attachment 5G)
- Implications of a core and impacts to commercial properties: Staff has provided additional information pertaining to Block Face Character and the designation of a Core Area for your consideration (see Attachment 4)

- Refer to pages 35 and 36 in the 2/27/08 meeting packet for workshop summary on Block Face Character

Chapter 5 – Architectural Details

No discussion items.

Chapter 6 – Building Details

No discussion items.

Chapter 7 – Signage

- Legality of Canopy Signs. Attachment 3 includes the current sign requirements, which currently prohibits canopy signs.

Chapter 8 –

No discussion items.

Chapter 9 –

- Should the County's South Board of architectural Review (SBAR) have a separate review checklist for Summerland?

The SunPAC has raised the question of adopting a specific BAR checklist for Summerland. The purpose of the guidelines is to provide clearer direction for users of the document. Although a separate checklist would help to identify needs that are important to Summerland, it could lead to confusion for applicants. It may be appropriate for staff to work with the BAR to determine the materials that they need to conduct an thorough review of an application. The materials would vary depending on the type of application they have submitted.

- The Summerland community should address Story Poles. Staff has provided information on Story Poles (see Attachment 5E).

Adjourn

Next meeting: **SunPAC Community Plan Update Meeting #6**
Topic: Finalize Draft Commercial Design Guidelines
Monday, March 31, 2008, 6:00 PM
Board of Supervisors Conference Room, 4th Floor

CC: Jeremy Tittle, Executive Assistant, 1st District Office
 John McInnes, Director, Office Long of Range Planning
 Amy Donnelly, Assistant Planner, Office of Long Range Planning