



PLANNING & DEVELOPMENT DEPARTMENT
OFFICE OF LONG RANGE PLANNING

TRANSMITTAL MEMO

DATE: May 1, 2008

TO: SunPAC Members

FROM: Derek Johnson, Deputy Director
Shaunn Mendrin, Senior Planner

SUBJECT: SunPAC Meeting #8 – May 7, 2008

SunPAC members, the items noted below have been included or referenced in preparation of the May 7, 2008 meeting.

1. **Meeting Agenda.** The meeting agenda for the May 7, 2008 meeting has been provided for your review. For further explanation, please see discussion below.
2. **Meeting Minutes.** Action Minutes from the April 30, 2008 meeting are included for you review and approval.
3. **Meeting Materials.** No new materials pertaining to the Summerland Commercial Design Guidelines will be provided unless specifically requested by the SunPAC. Please refer to the materials for Meeting #7. SunPAC members may provide comments on the document at the beginning of the meeting. After the members have finished providing their comments, staff will continue with the April 30, 2008 (Meeting #7) PowerPoint presentation.

As noted in the presentation, the SunPAC was formed for the purpose of:

- Development of Commercial Design Guidelines
- Development of Residential Design Guidelines
(Both above items use the 1992 BAR Guidelines as a starting point)
- Update the Traffic, Parking and Circulation Chapter of the 1992 Community Plan

In addition, the SunPAC and the community indicated that the Design Guidelines should be clear and to the extent feasible, consistent with other guidelines and code requirement within the County. The SunPAC, as a committee, should be prepared to provide direction to staff to facilitate the development and finalization of this document.

Note: We will need to reschedule some of the future meeting dates, please bring your calendars. 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, MAY 7, 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

Meeting Minutes - Review and approval of the April 30, 2008 meeting minutes.

Agenda Item 4

Continued discussion of the “Working Draft” Summerland Commercial Design Guidelines.

1. SunPAC members comments on “Working Draft”
2. Continued Discussion on FAR, Height, Basements, and Plate Height

Agenda Item 5

Subcommittee – Possibly appoint of a subcommittee to resolve the remaining policy issues as of May 7, 2008. The SunPAC Chair may nominate members for the subcommittee, which must be seconded and approved by the SunPAC.

Adjourn

Next meeting: **SunPAC Community Plan Update Meeting #9**
Topic: Residential Design Guidelines Meeting
Date & Location: TBD

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



Notice of Public Meeting

Summerland Planning Advisory Committee (SunPAC) Meeting #8

Date: Wednesday, May 7, 2008
Time: 6:00 PM
Location: Board of Supervisors Conference Room
123 East Anapamu Street, 4th Floor, Santa Barbara
Attendees: SunPAC Members, County Staff and Public Participants
Purpose/Discussion: Commercial Design Guidelines Discussion
Material to Read: 1992 Board of Architectural Review Design Guidelines for Summerland
Draft Commercial Design Guidelines for Summerland, April 2008
Material to Bring: SunPAC Meeting & Workshop Materials

Agenda Item	Discussion Topic
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CALL TO ORDER

# 1	Pledge of Allegiance and Roll Call
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# 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>
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# 3	Meeting Minutes from April 30, 2008
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# 4	Final Review of the Draft Summerland Commercial Design Guidelines
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# 5	Appointment of Commercial Design Guidelines Sub-Committee
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Adjourn	Next Meeting: SunPAC Community Plan Update Meeting #9 Topic & Location: TBD
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Adjourn

Questions or comments about the Community Plan Update may be directed to Derek Johnson at 805-568-2072 or djohnson@sbcao.org and further information may be obtained on the following web site: <http://countyofsb.org/plandev/comp/planareas/summerland>

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.



SUMMERLAND Planning Advisory Committee (SunPAC)

April 30, 2008 Meeting – Minutes

1. **Meeting Called to Order:** By Chair **Donaldson** at 6:08pm.
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 and Shaunn Mendrin, Senior Planner.
3. **Welcome:** Chair **Donaldson** welcomed participants and provided opening comments.
4. **Public Comment:** None.
5. **Meeting Minutes:** SunPAC Members considered the Meeting Minutes from March 31, 2008 and noted two minor changes to (1) clarify the public comment provided by Ms. Mabel Shults, and (2) clarify the changes the SunPAC voted on related to FAR only pertain to the calculation methodology, not the actual FAR allowances which are still under discussion.

Action: SunPAC Member **Franz** made a motion to approve the SunPAC Meeting Minutes, with noted changes. SunPAC Member **Perkins** seconded. All were in favor. Motion carried 11-0.
6. **Continued Review and Discussion of Draft Commercial Design Guidelines:** Staff Member **Mendrin** led a PowerPoint presentation to address several issues the SunPAC identified for further deliberation related to the development and direction of the Draft Commercial Design Guidelines including topics from the following chapter:

Chapter 4
 - Discussion of building scale and form including floor area ratio (FAR), building height, basements and plate height.
Action: Chair **Donaldson** took a straw vote on allowing modifications, as per the LUDC, to FARs with the provision the SunPAC develop specific language for findings for Summerland. A show of hands indicated 10 SunPAC Members were in favor, and 1 was opposed (SunPAC Member **Evans**).

Action: Vice Chair **Perkins** voted to accept the proposed definition of Floor Area Ratio – Summerland with the following amendment. The definition should be changed from:

“**Floor Area Ratio – Summerland:** A measurement of development intensity represented by the quotient of net floor area, excluding basements used”

exclusively for storage or parking divided by net lot area. Where there is an approved Final Development Plan, the floor are ratio shall be the quotient of net floor area, excluding basement used exclusively for storage or parking divided by the sum of the net lot area of all lots included in the Development Plan.

To:

"Floor Area Ratio – Summerland: A measurement of development intensity represented by the quotient of net floor area, excluding basements used exclusively for storage or parking divided by net lot area."

SunPAC Member **Neumann** seconded. All voted in favor with the exception of SunPAC Member **Evans**. Motion carried 10-1. The SunPAC proceeded with more discussion of allowable building height and basement definitions, which was continued to the May 7, 2008 SunPAC meeting.

- 7. Adjournment:** Chair **Donaldson** moved to adjourn the meeting. SunPAC Member **Perkins** seconded the motion. All were in favor. Motion carried 11-0. Meeting adjourned at 9:16pm.

Next Meeting: Wednesday, May 7, 2008, 6:00pm
123 East Anapamu Street, Santa Barbara
Board of Supervisors Hearing Room, 4th Floor

Topic: Continue Discussion of Draft Commercial Design Guidelines

Minutes Approved:

Robin Donaldson III, Chair