



PLANNING & DEVELOPMENT DEPARTMENT
OFFICE OF LONG RANGE PLANNING

TRANSMITTAL MEMO

DATE: July 9, 2008

TO: SunPAC Members

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

SUBJECT: SunPAC Meeting #10 – July 16, 2008

SunPAC members, the items noted below have been provided in preparation of the July 16, 2008 meeting.

1. **Meeting Agenda.** The meeting agenda for the July 16, 2008 meeting has been provided for your review. For further explanation, please see discussion below. (Attachment 1 - Pages 8 - 9)
2. **Meeting Minutes.** Action Minutes from the June 4, 2008 meeting are included for you review and approval. (Attachment 2 - Pages 10 - 12)
3. **Language from Draft Commercial Design Guidelines Regarding Protections for Varley Street.** At the June 4, 2008 SunPAC meeting, the SunPAC requested Staff gather all language related to the protection of Varley Street that currently exists in the Working Draft of the Commercial Design Guidelines. Additional language concerning height impacts in general, and suggested language for the protection of Varley Street with regard to building height have also been provided. (Attachment 3 - Pages 13 - 15)
4. **Draft Commercial Design Guidelines – Basement Language.** The basement definitions and FAR exclusions approved by the SunPAC have presented design difficulty. Upon review, Architect Brian Cearnal (Just Folk) found that the basement currently excluded from the FAR for the Just Folk building would not be allowed. A separate discussion proposing alternative language has been provided below.
5. **Background for the Development of Updated Residential Design Guidelines.** See summary below. Details will be provided in the PowerPoint presentation.
6. **Development Standards for Residential Zones.** This discussion includes the language and methodology changes that have been approved by the SunPAC for the commercial zone. These will serve as the basis to address mass, bulk and

scale for the residential design guidelines. In addition, all original language from the LUDC has been included for your reference. When considering design guidelines, take into account the influence these sections have on the location of a building, building height and the findings that the BAR is required to make in order to approve a project. (Attachment 4 - Pages 17 - 30)

You may also download the SunPAC materials on the following webpage:
<http://longrange.sbcountyplanning.org/planareas/summerland/sunPAC.php>

MEETING AGENDA FOR WEDNESDAY, JULY 16, 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 June 4, 2008 meeting minutes.

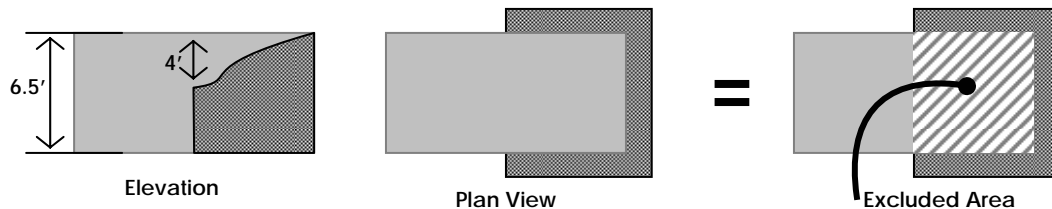
Agenda Item 4

As noted above, a few remaining items pertaining to the Summerland Commercial Design Guidelines need to be resolved. The remaining items include the following:

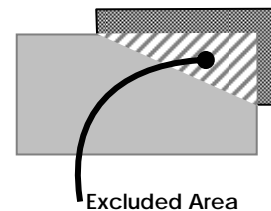
1. The SunPAC had request that staff provide all guidelines and language in the Draft Commercial Design Guidelines that address the design of structures on Varley Street (Attachment 4 - Pages 17 - 30).
2. In addition, it has been brought to the attention of staff that the basement language approved by the SunPAC poses a problem. Further review by Architect Brian Cearnal has indicated the current basement definition and exclusion would not allow the existing parking case in the Just Folk building. The following FAR exclusion and definition are those approved by the SunPAC on May 7, 2008:
 - Floor Area Ratio – Summerland: A measurement of development intensity represented by the quotient of net floor area divided by net lot area.
 - o Exclusions:
 - Parking located within, or portion thereof, a basement (see Figure X- Basement Illustration),
 - 100% of a true basement with no more that 18 inches above the finished grade of the building footprint to be used for storage-accessory and/or mechanical for a one story structure, OR
 - 50% of a true basement with no more that 18 inches above the finished grade of the building footprint to be used for storage-accessory and/or mechanical for a two story structure.

- Basement – Summerland: A basement shall be counted as a story if its floor-to-ceiling height is 6.5 feet or more, and the finished floor directly above is no more than 4 feet above the finished grade.
 - Additional Building Height Guideline:
 - 4.3 – “Basements should be cut or dug into the existing grade. The use of fill to qualify a portion of a structure is discouraged.”

Figure X – Basement Illustration



The shaded area indicated in the “excluded area” graphic is all that may be excluded from the FAR calculation for the site. The remainder is counted towards the FAR. The following graphic indicates the application of the adopted language against the Just Folk building. As you can see, the excluded area is minimal and contrary to the intent of the design guidelines, which is to encourage tuck under parking. It is also important to note that the general slope of the Lillie Avenue area runs northeast to southwest, which can be problematic when considering a basement.



The full definition of a basement, as per the UBC, contains three requirements: first is the floor to ceiling height of 6.5 feet, second is the level of the adjacent grade, which is 4 feet or less and third is the extent perimeter of the 4-foot or less area, which is ½ the perimeter. If the area meets all requirements then it is considered a basement.

In order to ensure that the FAR requirements meet the intent of the design guidelines, staff recommends that the SunPAC revise the FAR exclusion and basement definition as follows:

- Floor Area Ratio – Summerland: A measurement of development intensity represented by the quotient of net floor area divided by net lot area.
 - Exclusions:
 - Parking or accessory storage located within a basement (see Figure X- Basement Illustration)
 - Basement – Summerland: A basement shall be counted as a story if its floor-to-ceiling height is 6.5 feet or more, and the finished floor directly above is no more than 4 feet above the finished grade for more than one-half its perimeter.
3. The SunPAC also requested that staff bring forward additional language to address additional building bulk resulting from vaulted space or areas with raised ceilings. Staff proposes the following language to address this issue:

Interior space exceeding sixteen (16) feet in height (floor to ceiling) shall be counted twice for that portion exceeding sixteen (16) feet in height. Interior space means the portion of a building included between the upper surface of any floor and the upper surface of the floor next above, or if there is no floor above, then the space between the upper surface of the floor and the ceiling or roof above it.

Agenda Item 5

As noted during the development of the Commercial Design Guidelines, the existing 1992 BAR Guidelines are generally geared toward residential design and development. The existing guidelines will serve as a foundation for the development of the updated Residential Design Guidelines.

New chapters related to residential development draw from other jurisdictions, as well as the County of Santa Barbara’s recent design guidelines created for Goleta, Mission Canyon and Los Alamos. Staff’s intent is to provide clear direction regarding residential design within the community and to address the following needs noted by the SunPAC at the first SunPAC meeting on December 5, 2007:

- Streamline and strengthen BAR guidelines
- Resolve inconsistencies in enforcement of County guidelines and requirements
- Retain the rural and unique feel of Summerland and guard against the “bigger is more” building trend
- Address trash, junk, and vehicles and boats in the streets
- Enhance but not necessarily change Summerland
- Address development occurring at the edges of town
- Preserve scenic views

The table below shows topics included in the existing 1992 BAR Guidelines and the corresponding chapter location in the updated Residential Design Guidelines. The new chapter will correspond with the table topics for the July 26, 2008 Workshop (see Table 1 below).

Table 1	
1992 BAR Guidelines Topics	Chapters Proposed for the Residential Design Guidelines
Background and Goals Steps of Review	CHAPTER 1 - INTRODUCTION
N/A	CHAPTER 2 - NEIGHBORHOOD CHARACTER
Views and Privacy Protection Floor Area Ratios	CHAPTER 3 - SITE DESIGN
Height Limitations Narrow Lots and Side Yards Scale and Orientation	CHAPTER 4 - BUILDING SCALE AND FORM
Architectural Styles and Materials Architectural Styles for Large Lots	CHAPTER 5 - ARCHITECTURAL STYLES AND FEATURES
Acceptable and Encouraged Materials	CHAPTER 6 - BUILDING DETAILS

N/A	CHAPTER 7 - GARAGE CONVERSIONS
N/A	CHAPTER 8 - RESIDENTIAL SECOND UNITS
Lighting	CHAPTER 9 - OUTDOOR LIGHTING
N/A	CHAPTER 10 - ADDITIONS AND ALTERATIONS TO BUILDINGS OF POTENTIAL HISTORIC OR ARCHITECTURAL MERIT
BAR Checklist FAR Worksheet	CHAPTER 11 - SUPPLEMENTAL MATERIALS

Residential development may occur within a variety of areas outside of the commercial corridor of Summerland. These areas contain a variety of Zoning Designations, many of which are residential (see Table 2).

Staff has included Attachment 5 for background and information. The requirements contained in the attachment provide the basic development standards and other requirements that will influence site design and the proposed structure.

The Summerland Community Plan established two subareas for the community. These two areas are the Urban area where principally urban land uses exist and the Rural area where land uses are rural or agricultural in nature. These two aspects play an important role in the enhancement of existing and development of new design guidelines. SunPAC members should identify positive elements in each area. The following examples identify potential positive elements for each defined area:

Urban Area	Rural Area
10-R-1	1-E-1
10-R-2	20-R-1
1-E-1	AG-I-20
7-R-1	AG-I-20
DR-2	RR-5
DR-2.5	
DR-25	
DR-9	
MHP	
M-RP	
TC	

- Urban Area – Residential entrances are closer to the street than garages.
- Urban Area – Stepping of the structure to reflect the slope.
- Rural Area – Residential structures should reflect the topography.
- Rural Area – Entrances, gates and similar features setback from the street maintain the rural character.

Discussion Items and Questions:

- Key Elements of Good Residential Design
- Summerland issues and preferences for residential areas
- What are the good and bad elements of residential neighborhoods in Summerland?

Preparation for next meeting - Residential Design Guidelines Workshop:

The Saturday, July 26, 2008 workshop will be in the “World Café” format consisting of 6 different design topic tables, with a SunPAC member dedicated to each table to act as table facilitators and various members from the public and interested parties will rotate from table to table. The SunPAC representative will take notes and host the discussion. Staff will rotate from table to table to assist with the discussion and provide technical clarification if questions arise.

- Date & Location – Saturday, July 26, 2008
9:00am – 3:00pm
Summerland Presbyterian Church
- “World Café” Workshop Format – Each table will be dedicated to one design topic. Timed break-out discussions and rotation will allow public participation in discussion of any or all topics. After 20 minutes of discussion, participants at each table will rotate to a new table for discussion of another topic. Roundtable discussions include topics which will be addressed in the Residential Design Guidelines document.
- Volunteers for Table Topics – SunPAC members are asked to come prepared to volunteer for a topic and serve as table discussion facilitators and recorders.

For each table, participants will be asked to provide comments, make suggestions and identify key issues relating to the table topic. At the end of the workshop, the table Facilitators will report back to the entire group on perspectives and conclusions from their table. The following topic tables are proposed for the Saturday Workshop:

- Table 1 - Neighborhood Character
 - Table 2 - Site Design
 - Table 3 - Building Scale and Form
 - Table 4 - Architectural Styles and Features
 - Table 5 - Building Details
 - Table 6 - Garage Conversions, Residential Second Units and Outdoor Lighting
- “Fact Sheets” – Fact sheets and focus questions for each topic table will be provided one week prior to the workshop. Table topics will be posted at each table and focus questions will be provided to assist the facilitator with the discussion.
 - Day of Workshop – The workshop will begin at 9:00am and is expected to end by 2:00pm. Breakfast and lunch will be served for staff and SunPAC members. Members of the public will need bring or get their own lunch.
 - Facilitators Responsibilities – Each facilitator will be responsible for typing up their notes and providing them to staff within one week of the workshop. The meeting notes will be used in the development of the draft residential design guidelines.

Workshop Focus Questions:

- What existing residential design elements are important to retain or promote?
- What elements need clarification or modification?
- What elements are missing?

Adjourn

Next meeting: **SunPAC Community Plan Update Meeting #11**
Topic: Residential Design Guidelines Workshop
Saturday, July 26, 2008, 9:00 AM
Summerland Presbyterian Church

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