



PLANNING & DEVELOPMENT DEPARTMENT
OFFICE OF LONG RANGE PLANNING

TRANSMITTAL MEMO

DATE: July 18, 2008
TO: SunPAC Members
FROM: Derek Johnson, Deputy Director
Shaunn Mendrin, Senior Planner
SUBJECT: SunPAC Meeting #11

SunPAC members, the items noted below have been included or referenced in preparation of the July 26, 2008 workshop.

1. **Meeting Agenda.** The meeting agenda for the July 26, 2008 meeting has been provided for your review. For further explanation, please see discussion below. (Attachment 1 – page 3-4)
2. **Workshop Instructions, Fact Sheets and Focus Questions.** Includes instructions for the Workshop, both for SunPAC Facilitators and Recorders and Fact Sheets with Focus Questions for each table topic. These are provided so SunPAC members may familiarize themselves with the topic to be discussed at their workshop table. (All materials will also be available at the tables the day of the workshop.) These materials are intended to provide background on each residential design topic and facilitate the SunPAC's consideration, discussion and recommendations to the County for the development of residential design guidelines for Summerland. (Attachment 2 - Pages 5-43)

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

<http://longrange.sbcountyplanning.org/planareas/summerland/summerland.php>

MEETING AGENDA FOR SATURDAY, JULY 26, 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

Discussion of topics related to the development of residential design guidelines with SunPAC Members as Facilitators/Recorders on each design topic to be included in the Summerland Residential Design Guidelines:

Table 1: Neighborhood Character - **Mary Holzhauer and Paul Franz**

Table 2: Site Design - **Betty Franklin and Jennifer Fairbanks**

Table 3: Building Scale and Form - **Tom Evans**

Table 4: Architectural Styles and Features - **Suzanne Perkins**

Table 5: Building Details - **Robin Donaldson**

Table 6: Garage Conversions, Residential Second Units and Outdoor Lighting - **Andy Neumann**

Round Table Feedback and Summary by SunPAC Facilitators: For tables with only one SunPAC member, the table Facilitator will act as Recorder will report back to the entire group on perspectives and conclusions from their table.

Adjourn

Next meeting: SunPAC Community Plan Update Meeting #12
Topic: Draft Residential Design Guidelines
Wednesday, August 20, 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