

CONCEPTUAL REVIEW INFORMATION

Reference	Review Cycle Description	Submittal Materials
Mission Canyon	Initial review of the project when it is still in the early stages of design development. This allows the applicant and SBAR an opportunity to informally discuss a project, only once per administrative practice, prior to submittal of an application to the County. All projects are strongly encouraged to begin the design review process at the conceptual level.	<ul style="list-style-type: none"> • Vicinity Map • Site Plan • Topographic Map (showing elevation of property within 100 feet in any direction from the proposed building envelope) • Building Elevations (rough draft acceptable) • Mounted Color Photographs of the Site and Neighboring Areas (on 8 ½ x 11 paper) • Grading Plan • Filing Fee
1992 BAR Guidelines	This is the initial review of a project. Applicants are required to initiate this review as early in their project design as possible. The Board welcomes very conceptual and "sketchy" drawings in order to make sure the applicant has good direction early in the process. This way an applicant does not spend unnecessary time and money developing a design concept that may not be acceptable. The Board may grant conceptual approval of the drawings or may continue the discussion to another meeting for further conceptual review.	<ul style="list-style-type: none"> • Photographs: Photographs which show the site from all possible views and the surrounding neighborhood. • Site Plan: A site plan showing topography (based on sea level datum base with 2 nearby benchmarks), location of proposed project, and vicinity map. • Site Statistics: Site statistics including # residential units (and # bedrooms per unit), square footage of commercial and residential area by use and floor, Floor Area Ratio (FAR), number of covered and uncovered parking spaces, etc. • Schematics of proposed project: Schematics should include rough floor plan and at least one elevation. Perspective sketches of project are also acceptable. Proposed materials should be indicated. • Building Height and Footprint Representation: As an advisory, if the County Board of Architectural Review finds that the project has the potential to create significant view or privacy impacts, chalking and/or staking may be requested to benefit the neighbors.
Proposed for Summerland Design Guidelines	Initial review of the project when it is still in the early stages of design development. This allows the applicant and SBAR an opportunity to informally discuss a project, only once per administrative practice, prior to submittal of an application to the County. All projects are strongly encouraged to begin the design review process at the conceptual level.	<ul style="list-style-type: none"> • Vicinity Map • Site Plan • Topographic Map (showing elevation of property within 100 feet in any direction from the proposed building envelope) • Building Elevations (rough draft acceptable) • Project Information - Site statistics including # residential units (and # bedrooms per unit), square footage by floor, Floor Area Ratio (FAR), number of covered and uncovered parking spaces, etc. • Mounted Color Photographs of the Site and Neighboring Areas (on 8 ½ x 11 paper) to illustrate the character of the neighborhood as per Chapter 2 • Grading Plan • Filing Fee

9. Supplemental

South County Board of Architectural Review Process and Submittal Checklist

Review Cycle	
<p>Conceptual Review: Initial review of the project when it is still in the early stages of design development. This allows the applicant and SBAR an opportunity to informally discuss a project, only once per administrative practice, prior to submittal of an application to the County. All projects are strongly encouraged to begin the design review process at the conceptual level.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Vicinity Map <input type="checkbox"/> Site Plan <input type="checkbox"/> Topographic Map (showing elevation of property within 100 feet in any direction from the proposed building envelope) <input type="checkbox"/> Building Elevations (rough draft acceptable) <input type="checkbox"/> Mounted Color Photographs of the Site and Neighboring Areas (on 8 ½ x 11 paper) <input type="checkbox"/> Grading Plan <input type="checkbox"/> Filing Fee
<p>Preliminary Review: Formal review of an application prior to preparation of working drawings. Fundamental design issues are resolved at this level of review.</p>	<ul style="list-style-type: none"> <input type="checkbox"/> Vicinity Map <input type="checkbox"/> Site Plan <input type="checkbox"/> Site Sections or Supplemental Information (where required) <input type="checkbox"/> Building Elevations and Sections <input type="checkbox"/> Floor Plans <input type="checkbox"/> Preliminary Landscape Plan (if required) <input type="checkbox"/> Mounted Color Photographs of the Site and Neighboring Areas (on 8 ½ by 11 paper) <input type="checkbox"/> Filing Fee <input type="checkbox"/> Topographic Maps <ol style="list-style-type: none"> 1. showing elevation of property within 100 feet in any direction from the proposed building envelope 2. showing existing topography of the site with the building roof plan superimposed <input type="checkbox"/> Grading Plan <input type="checkbox"/> Planner Authorization for Review

<p>Final Review: This review confirms that the working drawings conform to the project that received Preliminary approval. In most cases, full working drawings and structural, plumbing, and electrical plans are not required for Final SBAR approval.</p>	<p>All Preliminary Review Requirements above plus the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Building details (with colors printed on the original drawings prior to reproduction) <input type="checkbox"/> Complete color and material sample board (no larger than 8 ½ x 11) <input type="checkbox"/> Landscape plan (if required) listing the plant names, sizes, quantity and location, and irrigation type <input type="checkbox"/> Pictures of the streetscape including neighboring dwellings
<p>Consent Agenda: This level of review is to expedite review of minor projects or minor changes to approved preliminary or final plans. Projects on the consent agenda are reviewed and approved by one SBAR member.</p>	<p>All Final Review Requirements</p>

For further details, see the SBAR application package available online at www.sbcountyplanning.org

SBAR Findings

As required by County's Land Use & Development Code Chapter 35.82.070(F)(1)(i), the South Board of Architectural Review (SBAR) will base their approval of the project on their ability to make the "findings" below which are applicable to all new and remodeled projects.

I. General Findings

The SBAR shall make the following findings prior to approving, conditionally approving, or denying any design review application:

- a. Overall structure shapes, as well as parts of any structure (buildings, fences, screens, signs, towers, or walls) are in proportion to and in scale with other existing or permitted structures on the same site and in the area surrounding the subject property.
- b. Electrical and mechanical equipment will be well integrated into the total design concept.
- c. There will be harmony of color, composition, and material on all sides of a structure.
- d. There are a limited number of materials on the exterior face of the structure
- e. There will be a harmonious relationship with existing and proposed adjoining developments, avoiding excessive variety and monotonous repetition, but allowing similarity of style, if warranted.
- f. Site layout, orientation, and location of structures and signs will be in an appropriate and well designed relationship to one another, and to the environmental qualities, open spaces, and topography of the site.
- g. Adequate landscaping will be provided in proportion to the project and the site with due regard to preservation of specimen and landmark trees, existing vegetation, selection of plants that are appropriate to the project, and that adequate provisions have been made for maintenance of all landscaping.
- h. Signs, including associated lighting, are well designed and will be appropriate in size and location.
- i. The proposed development is consistent with any additional design standards as expressly adopted by the Board for a specific local area, community, or zone in compliance with Subsection G (Local Design Standards).

Additional Findings for Applications within the Mission Canyon Scenic Corridor

- a. New buildings or alterations to existing structures shall not impede views of, or interfere with the visual character of the scenic corridor.
- b. New buildings or alterations to existing structures shall be reviewed within the context of traditional architecture in the vicinity including Mission Santa Barbara, the Santa Barbara Museum of Natural History, and "Rockwood" (the Santa Barbara Woman's Club). While no particular architectural style is prescribed for this area, project design should promote a smooth transition from the City of Santa Barbara's "El Pueblo Viejo Landmark District" (around

the Mission) to Mission Canyon. In this area, high quality construction and materials for exterior finishes shall be used.

- c. Where a traditional Spanish architectural style is proposed, the use of two-piece terra cotta (Mission "C-tile") roof is required.

Additional findings required for Design Review applications within the Mission Canyon Plan Area.

- a. Large understories (greater than 4 ft. in height) and exposed retaining walls are minimized.
- b. Retaining walls are colored and textured (e.g., with earth tone and split faces) to match adjacent soils or stone, and visually softened with appropriate landscaping.
- c. The visible portions of a retaining wall above finished grade does not exceed a height of six feet. The Board of Architectural Review may grant an exemption to this finding if a written finding is made that the exemption will allow a project that:
 1. Furthers the intent of protecting hillsides and watersheds;
 2. Enhances and promotes better structural and/or architectural design; and
 3. Minimizes visual or aesthetic impacts.

South County Board of Architectural Review Checklist for Projects in Mission Canyon

1. SITE PLANNING AND STRUCTURE PLACEMENT

- New and remodeled dwellings, additions to, and accessory structures should be located, designed, and constructed to retain and blend with the natural vegetation and land forms of the site.
- Site layout and orientation is designed in relationship to the environmental qualities, open spaces, firewise placement, and topography of the property.
- Accessory structures are appropriately placed and consistent in design with the principle structure.
- Tree and vegetation removal is minimized and native mature trees are preserved (except where required to create or maintain defensible space).
- Runoff from the property is minimized.
- On-site parking is sufficient and designed to allow for quick exit.
- Grading is minimized and/or appropriate to the site.
- Impacts to public viewsheds are minimized.

2. ELEMENTS OF DESIGN

- Firewise construction methods are used.
- Green building materials and siting techniques have been considered.
- Solar energy systems and solar access have been considered.
- Building size, bulk, and scale are appropriate to the site and compatible with the neighborhood.
- The second story is located towards the center of the first story and does not encroach on the side yard setbacks.
- Facade articulation is used.
- The architectural style complements natural setting if applicable.
- Doors and windows are compatible in style, materials, and color to the existing house and the neighborhood.

- Garages and carports are consistent in style and materials to the main dwelling.
- Driveways are adequate to accommodate off-street parking if necessary and non-permeable hardscape is minimized.
- The roof style and materials are appropriate to the style of the dwelling.
- Exterior materials and colors complement and improve the neighborhood and are compatible with the house.

3. GARAGE CONVERSIONS

- Windows, doors, and materials are similar to and compatible with the main residence.
- Landscaping is used to mitigate any additional driveway hardscape added to accommodate on-site parking.

4. HILLSIDE HOUSING

- The dwelling blends into its natural surroundings.
- The higher portions of the project are set back.
- Building height is in proportion to the style and size of the house and to the lot area and is compatible with the neighborhood.
- Grading is minimized but used to set the building into the hillside where appropriate.
- Architectural features are used to break up unacceptable massing.
- The visibility of driveway cuts is minimized.
- Decks, courtyards, outdoor fireplaces, and chimneys avoid impacts to neighbors' views, privacy, or air quality.

5. LANDSCAPING, SCREENING, FENCES, AND WALLS

- Plants are selected for their ability to reduce wildlife hazards.
- Plants are selected for drought tolerance, non-invasive qualities, and the microclimate present on the site.

- Hillside landscaping preserves views, harmonizes with the surroundings, and prevents soil erosion.
- Firewise screening plants are used where appropriate to create privacy between neighbors.
- Historic stone walls are preserved and maintained.
- High fences and walls are avoided at the front property line.
- Wall and fence height and length is minimized.

6. OUTDOOR LIGHTING

- Fully shielded fixtures and “shut off” controls are used.
- Exterior lighting does not spill across property lines.
- The height and quantity of lighting fixtures is limited.
- Translucent or opaque materials are used with the light source downcast and fully shielded.

Mission Canyon Neighborhood Compatibility Worksheet

The South Board of Architectural Review (SBAR) encourages and promotes quality design that is related to the setting and established character of the surrounding area or neighborhood. The SBAR will consider the following features and neighborhood characteristics when evaluating your project for neighborhood compatibility.

Neighborhood Definition: For the purposes of this worksheet, your neighborhood includes the **immediate context** which is considered the lots (vacant or developed) immediately adjacent to your property as well as the **immediate neighborhood** which is considered the other homes and lots in the general vicinity. For some, the houses behind you may also be a consideration if they can be easily seen from your property. If there is any question about your neighborhood boundaries, consider a radius of approximately 300 feet around your property as your neighborhood.

Please submit the completed worksheet with your project application. Please also submit a series of color photographs, at least 4x6 in size mounted on 8 ½ x 11 or larger paper or cardboard. Please label the photographs as follows:

1. Project Site (developed or vacant): Please take at least one photograph each facing the front, both sides, and back of your lot. If your site has significant landforms such as boulders, a ridge or a creek channel, or natural vegetation cover such as oak woodland or chaparral, please show them in additional photographs.
2. Setbacks: If the site is already developed, please take a photograph that illustrates how far the existing house is setback from the street (front setback) and how far the existing house is setback from the neighboring properties (side setbacks). If the adjacent properties are developed, please take photographs to illustrate how far they are setback from the street. A side angle or a series of photographs may be necessary to show setbacks.
3. Landscaping: If your site and/or the adjacent sites are developed, please take photographs of the front/side yard landscaping.
4. Neighborhood: Please take several photographs of homes, landscaping, and the streetscape in your immediate neighborhood. If there are public views, historic stone walls, or interesting natural features in your neighborhood, please provide additional photographs.

This worksheet is meant to help you as well as County planners and Board of Architectural Review understand your proposal.

General Project Neighborhood (Figure 9 in the Design Guidelines)

- Upper Mission Canyon
- Mission Canyon Heights
- South of Foothill

Is the access to your home/property via public or private road?

Project Description:

- New Home (including demolition and rebuilds)
- Addition or Exterior Remodel

Existing Setting

- Include photographs to indicate if lots in the immediate neighborhood are predominately developed or undeveloped.
- If undeveloped, include photographs of the predominant landforms (i.e., boulders, arroyos, creek channels etc.) and vegetation types (oak woodland, chaparral, planted orchards etc.) on your site and in the immediate neighborhood.

Historic Resources

Please indicate the age of the existing home if this project is an addition or remodel

Age of Existing House if Known: _____

Are there any County adopted places of historic merit or

landmarks in the immediate context or neighborhood of your project (please list)?

Streetscape

Setback of homes to front property line (linear feet)¹:
If the project is a new home, what is the proposed front setback?

If the project is a remodel of an existing home, what is the existing front setback?

Does the remodel change the existing front setback and if so, by how many linear feet ?

Single or Two or more Story Homes:

How many stories are existing or planned for your project?

- Include photographs to indicate how many stories are on the homes in the immediate neighborhood.

¹ The required front setback is 50 ft. from road centerline and 20 from edge of right-of-way. In the Mission Canyon Scenic Corridor, the required setback is 80 feet from road centerline and 55 feet from right-of-way.

Is your existing or proposed house visible from the street?

If not, what features block visibility (walls, fences, hedges, long driveway, slope etc.)

Do you plan to add any features (fences, walls or hedges) that would alter the visibility?

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- Include photographs to indicate if homes in the immediate neighborhood are visible from the street.
 - Include photographs of the unimproved public right-of-way (shoulder) in front of your property.

Landscaping

If your project is a remodel of an existing home, please show photographs of existing landscape and defensible space clearance from buildings and structures.

- Include photographs of frequently used or typical landscaping features on your street (i.e., big trees, front lawns, hedges, front yard fences, or historic stone walls).

Neighborhood Impacts

Is there a public or private view from your property?

- Include photographs of significant views

Will construction block neighbors' views or access to sunlight?

Will trees be removed?

Will trees or other tall-growing shrubs be planted that may eventually impede neighbors' views or solar access?

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- Include photographs of any characteristics that make your neighborhood cohesive (such as unique architectural styles, deep front yard setbacks, retention of native vegetation, narrow streets, slopes, historic stone walls etc.)