



City of Santa Barbara
Community Development

Memorandum

DATE: May 13, 2016

TO: Building & Fire Code Appeals Board

FROM: Andrew Stuffer, Chief Building Official

SUBJECT: Ratification of Hardship – 2320 Bath St. Accessible route to altered area

RATIFICATION OF HARDSHIPS

Pursuant to the 2013 State Building Code, Section 11B-202.4 Exception 8, whenever the Building Official determines that application of all of the accessibility provisions of the code create an unreasonable hardship, the Building Official's determination must be ratified by the local Appeals Board. "Ratification" is a review and approval (by vote) of the basis for the granting of the hardship. The Appeals Board may choose to not ratify the Building Official's decision and then must give the Building Official additional direction relative to the extent of accessibility that the Board feels is reasonable.

According to the 2013 State Building Code definition of "Unreasonable Hardship", the question before the Appeals Board during any accessibility hardship ratification is this:

Is the extent of accessibility being required by the Building Official reasonable after considering the following?

- *The cost of providing access as prescribed by the Code*
- *The cost of all construction contemplated*
- *The impact of Code mandated access improvements on the financial feasibility of the project*
- *The nature of accessibility which would be gained or lost by granting a hardship*
- *The nature of the use of the facility under construction and its availability to persons with disabilities*

PROJECT

In this particular situation, an existing, 3 story medical office building, is undergoing a tenant improvement on the 2nd floor. Because the estimated construction valuation is more than \$150,244, the State Building Code requires full compliance with the Path of Travel requirements in the State Building Code – provided that total compliance does not create an unreasonable hardship. Projects that are below \$150,244 are required to invest at least 20% of the project cost towards Path of Travel improvements. 20% of the project cost for this project would be \$45,300.00. The applicant has committed to \$11,500.00 of accessibility improvements to the

parking and portions of the Path of Travel.

Full compliance with the Path of Travel requirements for this project would necessitate the replacement of the existing elevator which does not meet the required cab dimensions. The removal of the existing elevator and installation of a new accessible elevator is estimated to cost \$424,811.00 alone. Requiring full Path of Travel compliance, including the replacement of the elevator, would bring the total cost of accessibility improvement to \$436,311.00 for the project that is estimated to cost a total of \$226,500.00. The \$434,911.00 of accessibility improvements represents 192% of the total project cost.

The applicant, Pueblo Radiology Women's Center, also explored the option of installing a Limited Use/Limited Application (LULA) elevator as allowed by the provisions of the 2013 California Building Code. The installation cost for the LULA is \$217,373.00 which would bring the total cost of accessibility improvements to \$228,873.00. The \$228,873.00 of accessibility improvements represents 101% of the total project cost.

As an alternative, the applicant has provided a written procedure that administratively provides for Pueblo staff assistance for people with disabilities to escort and assist with the usage of the existing non-compliant elevator.

RECOMMENDATION

In light of the above, the City Building Official recommends ratification of the building owner's request for a hardship and eliminating the requirement to install the \$424,811.00 elevator or the \$217,737.00 Limited Use/Limited Application elevator. A copy of the project's Access Compliance, Construction Valuation and Hardship forms have been attached in order to help clarify the costs associated with this recommendation.



City of Santa Barbara
 Building & Safety Division
**Request For Relief From
 Unreasonable Hardship**

(Above Valuation Threshold)
 2013 California Building Code, 11B-202.4, Exception 8.

Community Development
 630 Garden Street
 805-564-5485

1. Address of building or tenant space involved: 2320 Bath Street
2. **BLD2015-0** BLD2016-00001
3. Occupancy Classification: B
4. Expected or potential use by persons with accessibility needs: B - MEDICAL OFFICES

5. Reason for Hardship Request: OUR SCOPE OF WORK IS ON THE 2ND FLOOR.
THE EXISTING ELEVATORS DO NOT MEET ACCESSIBILITY REQUIREMENTS
AS THE CAB SIZES ARE TOO SMALL. TO REPLACE EVEN ONE ELEVATOR
WOULD COST \$424,811.00 WHICH IS MORE THAN THE TOTAL COST
OF THE T.I. PROJECT ITSELF.

6. Total adjusted cost of project (less accessibility requirements): \$ 226,500 (A)
 20% of total cost of project: \$ 45,300 (20%A)

7. Path of Travel features to be constructed:

FEATURE	REMARKS	COST
Accessible entrance		\$ 7,800
Accessible route to altered area	(SEE HARDSHIP)	\$
Parking		\$ 2,300
At least one accessible restroom for each sex		\$ 0
Accessible telephones	N/A	\$
Drinking fountain	N/A	\$
When possible, additional accessible elements	Elevator Braille + grab bar	\$ 1,400
		Total: \$ 11,500 (B)

City of Santa Barbara
 Building & Safety Division
Request For Relief From Unreasonable Hardship
 2013 California Building Code, 11B-202.4, Exception 8.
 (Continued from page 1)

Address: 2320 BATH STREET

BLD2015-0 BLD2016-00001

8. Accessibility features subject to unreasonable hardship:

FEATURE	REMARKS	COST
Accessible entrance		\$ _____
Accessible route to altered area	REPLACE ELEVATOR	\$ 424,811
Parking		\$ _____
At least one accessible restroom for each sex		\$ _____
Accessible telephones		\$ _____
Drinking fountain		\$ _____
When possible, additional accessible elements		\$ _____
		Total: \$ <u>424,811</u> (C)

9. The accessibility features, that will be constructed, increase construction by 5.07 %. (B divided by A) Must be greater than 20% of A.

10. The accessibility features, subject to unreasonable hardship, would increase construction by 187.5 %. (C divided by A)

11. Additionally, barrier removal is ongoing obligation for the Americans with Disabilities Act and the granting of an unreasonable hardship does not exempt the obligation of removing barriers in a reasonable time frame. By signing this document, you acknowledge that the project will be in reasonable compliance with Chapter 11B of the California Building Code, but will not necessarily fully comply with the Americans With Disabilities Act.

12. Name of Owner: Charles Scudeler, for Public Radiology
 Signature: [Handwritten Signature]
 Telephone number: 805-682-7984

(office use only)	
Building Division Approved by: <u>[Handwritten Signature]</u>	Title: <u>CBO.</u>
Signature: <u>ANDREW STUFFLER</u>	Date: <u>5/13/16</u>

Accessible Features to be Evaluated	Check Appropriate Box					Location on Plans	Compliance Cost	Compliance Cost
	Already Compliant	Compliance Required Under This Project	Hardship					
Licensed Professional Shall Determine Path of Travel Features Required to be Compliant with 2013 CBC & Chapters 11A & 11B						Location of Each Accessibility Requirement on Plans including Sheet/Detail Number	Show Cost of Work Necessary to Achieve Full Compliance (Elements that exceed 20% Hardship)	Show Cost of Each Element Provided Under This Permit Below (20% Hardship Rule does not apply to Area of Work)

SECTION 1b. Accessible Entrance(s)

Entry Door(s)								
ISA Signage ^{2,3,4}		X						400
Level Landing Each Side & Legal Size ¹		X						1,800
Min. 32" Wide Door Opening Clearance ¹		X						5,000
Top Threshold to Landing: 1/2" max. ¹		X						
24" Exterior Pull Side ¹	X							
12" Push Side @ Interior ¹	X							
Lever or Panic Hardware ¹	X							
10" Smooth Kick Plate ¹ N/A								
5 lb max. Opening Force + Timed Sweep ¹		X						500
Section 1b Total								7,800

SECTION 2b A. Exterior Accessible Route to Accessible Entrance(s)

Accessible Route from Public Sidewalk ⁵	X							
Min. 48" path to Accessible Entrance ⁶	X							
Ramps:								
Max. 1:12 slope	X							
Max. 1:48 Cross slope	X							
Handrails on both sides N/A								
Site Signage ^{2,3}								
Accessible Parking (AP) ⁸	X							
Number of Van & Accessible Spaces	X				#Van	#AP		
Van Stall w/ 8' Access Aisle on Right		X						700
Stall(s) Signage		X						800
Stall(s) Closest to Entry	X							
Access Aisle Width 5' & 8' max 1:48 Slope	X							
Section 2b Subtotal A							0	1,500

SECTION 2b B: Interior Accessible Route to Area of Alteration

5' landings on pull side of doors ¹								
4' landings on push side of doors ¹								
Doors:								
18" strike edge clearance on pull side								
12" on push side with closer and latch								
Lever or "panic" hardware								
32" min. clear door opening								
Top Threshold to Landing: 1/2" max.								
Min. 44" corridor width > 10 occupants ⁹								
Tactile signage at exit/stairway doors ²		X			A-2.0 Note			400
Tactile signage at other rooms w/signs ²		X			17, 18			400
Ramps: N/A								
Max. 1:12 slope								
Max 1:48 cross slope								
Handrails on both sides								
Section 2b Subtotal B							0	800
Section 2b Total							0	800

	Check Appropriate Box					Location on Plans Location of Each Accessibility Requirement on Plans including Sheet/Detail Number	Compliance Cost Show Cost of Work Necessary to Achieve Full Compliance (Elements that exceed 20% Hardship)	Compliance Cost Show Cost of Each Element Provided Under This Permit Below (20% Hardship Rule does not apply to Area of Work)
	Already Compliant	Compliance Required Under This Project	Hardship					

SECTION 4b. Accessible Telephone (if Telephone is provided) *N/A*

30"x48" clear approach							
27" min clear under phone enclosure							
48" max height to operable parts							
Volume control							
Text phone number							

Section 4b Total

SECTION 5b. Accessible Drinking Fountain (if Drinking Fountain is provided) *N/A*

Hi/Lo Fountain - High spout 38"-43" high							
18"-19" projection from wall							
30"x48" clear approach							
Min. 27" clear under fountain							
Spout 36" max. above floor, 5" min. from front							
Recessed Alcove:							
32" clear width							
18" min. depth							
Wing Wall Alternate:							
Min. 32" clear width, 18" clear depth							

Section 5b Total

SECTION 6b: Additional Elements (if possible)

Elevator(s):¹⁶							
36" min. door opening	X					424,811	
54"x80" min. clear cab size for center doors	<i>N/A</i>						
68"x54" min clear cab size for side doors		X				for new elevator cab	
Control Buttons:							
48" max. height for front approach	X						
54" max. height for side approach	X						
42" max. height for hallway call button	X						
Floor number at 60" AFF	X						
Tactile signs at controls/buttons	X	X					1,400
Buttons min. 3/4" diameter, raised 1/8"	X						
Door to stay open min. 5 seconds	X						
Storage¹⁷ & Alarms:¹⁸ <i>N/A</i>							
Accessible fixed storage							
30"x48" clear approach							
54" max. height for side approach							
9" min. height for side reach							
46" max. height over obstruction							
Complying opening hardware							
Strobes							
Audible Alarm							

Section 6b Total

424,811 1,400

APPENDIX A

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Pueblo Radiology



Republic Elevator Company

License Number C11-527434

April 19, 2016

Charles Scudelari, COO
Pueblo Radiology Medical Group, Inc
805-682-7984 x 8044
f-805-569-2964

Attn: cscudelari@puebloradiology.com

Elevator Proposal for

**Pueblo Radiology Medical Group
2320 Bath Street
Santa Barbara, CA**

Republic Elevator Company is pleased to provide a price to furnish and install one (1) 3500-pound capacity passenger elevator, as manufactured by Republic Elevator Company, our General Qualifications, our Work not Included, and details provided, for the price of:

One (1) 3500 lb, 3-stop = Ninety Eight Thousand Four Hundred Sixty Dollars (\$98,460.00)

Conventional Hydraulic Configuration

Please find, attached, the following pages to further clarify / qualify our Bid and Scope of Work. These pages are included with the intent of becoming part of the Contract Documents.

Our price includes all labor, taxes, and transportation charges needed for a complete and professional installation as described. One (1) Mobilization for State of California Inspection is also included.

This Bid is valid for 60 days from the date above.

If you have any questions or concerns about our bid, please feel free to give me a call at 805-683-6302. Thank you for inviting us to bid. We look forward to working with you.

Sincerely;

Glenn Gammons
Construction Manager
Republic Elevator Company

Outline of Equipment and Schedule

A brief description of the equipment we intend to install:

Quantity: One (1) passenger elevator
Capacity: 3500 Pounds - gurney compliant
Speed: 125 Feet per Minute
Type: **Conventional Hydraulic (jack in ground)**

Travel: Travel approx 25'-6", **overhead clear minimum= 12'-6"**
Pit depth = 4'-0"

Stops: 3-stops in line
Hoist Way: 7'-0" Deep x 8'-8" Wide
Platform: 6'-2" Deep x 7'-0" Wide
Openings: 3 Front
Machine Room: Adjacent @ 1st. Floor
Entrance Frames and Doors: Side Opening, 3'-6" x 7'-0", UL rated for 90 minutes. #4 Stainless Steel

Cab: Stainless Steel panels per finish schedule
Car Door: #4 Stainless Steel.
Handrail: 1 1/2" cylindrical type at side wall. #4 Stainless Steel finish.
Ceiling: Suspended @ 7'-6" above finished floor. LED down light with Stainless Steel Panels per finish schedule

Car and Hall Sills: Aluminum
Finished Flooring: By others.
Car Signal Fixture Finish: #4 Stainless Steel
Hall Signal Fixture Finish: #4 Stainless Steel
Additional Features: Infra-red door protection
Sill Angles
Solid State Starter
Non-proprietary Controls
3 months service
Phase II Fire Service
ADA Compliant Telephone Device
Independent Service Feature
Meets all applicable Codes and ADA requirements
MOVFR Door operator equipment

Not included:

Pit ladder (by others)
Pad and hooks not included
Bonding not included

Schedule of Values:

10%	Engineering and calculation, drafting, processing, submittal
5%	Upon receipt of approved submittal; Procurement
65%	Upon Shipment
20%	Installation Labor

Note: * Republic Elevator builds its own cab and is not restricted to a specific width and depth. We can manufacture any size cab required per plans as long as it meets the required clear inside area per code.

Price includes drilling allowance of: \$5,500.00 (3-stop) per car, per standard drilling qualification (see next page). (No deduct for twin-post configuration, if required).

Qualifications

This shall serve as a general clarification / qualification to our Scope of Work and is done so with the intention of becoming part of the Contract Documents.

- Our price includes the necessary items required by California's recent adoption of ASME A17.1 Code. Items that the General Contractors should be aware of are Shunt –trip type circuit breakers in the path between the fire alarm/smoke sensor and any machine room sprinklers. This device will determine that the power shall be shut-off to the elevator disconnect before the sprinklers distribute water to the elevator machine room. Another item requires that there be some sort of means to evacuate the elevator pit of any liquid accumulation. We recommend that the Architect / Engineer get a copy of the Code and review it to make sure that the Building is in compliance. All items under Republic Elevator Company's scope of work will be "New" Code compliant. Please take the time to read the letter following this Bid.
- We have included two (2) mobilizations into this Bid. Once the shaft is built and a roof is on the building, we will start installing rails, brackets, car sling, platform, pump, controller and entrance frames before permanent power is available so that we can work more efficiently with no delay to the project. Once permanent power is available, we will then come back to finish up with the cab and adjust.
- To insure long term reliability, Republic Elevator recommends and includes larger horsepower motors. Please note higher amp fuses will be required than those shown on drawings.

- Our standard lead times are as follows:

Shop Drawings from Receipt of Contract/Letter of Intent, and Elevator Information: 2-3 weeks
Includes one (1) Submittal Revision upon receipt of all info requested on initial submittal

Fabrication from Receipt of "Approved" Shop Drawings: 8-12 weeks**

Installation of Elevator Equipment: 4 weeks

**This lead-time is contingent upon Republic Elevator Company receiving all Approval information (i.e. Shop Drawings, Color Selections, etc) before placing any elevator equipment into fabrication.

- This bid has been based on our standard team labor rate, which consists of a journey level Mechanic and an Elevator Mechanic's Helper. In the event that this job is or becomes a Davis-Bacon project, it will become necessary for Republic Elevator Company to revise or labor rates to reflect the Department of Labor's not recognizing the "Helper" classification. Although the same team will be used, Republic Elevator Company will have to pay both the Mechanic and Helper the same wage. Republic Elevator Company will not be responsible for additional costs due to Davis-Bacon projects.
- The jack hole drilling in this bid has been based upon an industry standard "hole clause" which is based on normal digging. Normal digging is defined as using normal drilling equipment under the premise that the hole will stay open on its own without the use of steel casing. If the hole caves in, or we encounter sand, water, rock, or any other unusual condition, we shall be reimbursed at our normal billing rate plus 15%. No Soils Report was reviewed @ bid time. Adequate ingress and egress, including any and all shoring of holes or floors, must be provided to allow truck mounted drilling equipment access to elevator pit.
- Republic Elevator and its driller take no responsibility for locating the gridline, the pit walls, the door location, and the jack hole location on site. However, RE will provide the drawings. This bid includes drilling a depth equal to the rise plus four feet, and does not include drilling and casing from grade.
- We will cooperate and provide all information required by other trades before and during installation. After completion of installation, this bid is based upon two (2) visits to address other trade issues and to prepare for inspection. Additional requests for visits due to other trade deficiencies will be charged as extra.

- We have included the cost for one (1) State of California Inspection for the elevator permit. In the event that the elevator does not pass this inspection due to deficiencies on the part of the General Contractor, a change order will be required to cover these costs. Also, please be advised that if the elevator fails to pass State Inspection, it may take as long as four (4) weeks to re-schedule.
- We have included our standard submittal package, which includes pit layouts, section views, machine room layouts, and cab detail booklets. In order to furnish these drawings, we will require a set of building plans and the information submitted is not to scale and are submitted to show a general style and arrangement of the equipment being furnished. No mock-ups or factory visits of any kind are included.
- This bid is good for 60 days.

Work Not Included

This Proposal does not include the following work, and is conditioned on the proper performance of such work by the General Contractor or other Subcontractors.

- A plumb, legal hoistway with no ledge, properly framed, vented, and enclosed. A pit of proper depth provided with ladder (Pit Ladder not by Republic Elevator Company), drainage, adequate lighting and GFI convenience outlets, access door, and water proofed.
- Title 8, Group IV code requires the pit ladder rungs to be seven inches from the face of the wall (previously four inches), but is currently not clearly enforced yet. This may result to a wider hoistway, or the pit wall may have to be notched to accommodate the change.
- A legal machine room of adequate size and location for the elevator equipment with proper ventilation to maintain the machine room to 100 degrees maximum, proper lighting, a self-closing self-locking door, Class A-B-C fire extinguisher, smoke detectors (if required), sprinklers (if required), properly sized shunt-trip disconnect switches, etc. All painting of machine rooms, as needed, will also be by others.
- All structural supports and foundations to carry all loads of equipment, including supports and backing, as needed, for guide rail bracket backing. Said guide rail support, intermediate or otherwise, must be located in such proximity to the elevator hoistway so that guide rail bracket extensions will not be required.
- When required, all divider beams for attaching guide rails in between hoistways must be by others. A screen, running the entire length of the hoistway must be provided, as well, per Code.
- Adequate sill support angles or sill recesses. If sill supports are to be furnished and installed by Republic Elevator Company, a plumb adequate mounting surface must be provided the full width of the hoistway. After the sill has been installed, all grouting underneath the sills is not included.
- Proper trenching and backfilling for underground hydraulic lines and conduits.
- If a battery lowering device is required or provided, an additional set of auxiliary dry contacts must be furnished and installed by others in the elevator disconnect. This set is required to sense the position of the disconnect in the event of a power failure.
- Temporary three-phase power with the same characteristics as the permanent supply must be furnished, within 50 feet each elevator controller, without cost to Republic Elevator Company, for construction. Permanent three-phase power will be required for adjusting and testing. Until the permanent source is available, Republic Elevator Company cannot schedule a State Inspection. 110 volt, single phase run to a separate point on the elevator controller through a lockable disconnect will be required for car lighting.
- Provide and maintain OSHA approved removable barricades for protection from open hoistways while the elevator is being installed. The barricades must allow for installation of the elevator entrance frames.

- All fire suppression, heat, and smoke sensing devices at elevator lobbies on each floor, machine rooms, and in hoistways with dry contacts terminating at a properly marked terminal on the elevator controller. If automatic smoke doors are required by Code, they must be furnished and installed by others. A Shunt-trip device must be furnished and installed by others, outside the elevator machine room, which will interrupt the supply of power to the elevator disconnect before the application of water via overhead sprinklers.
- Fire proofing and fire caulking any penetrations made through fire rated walls by Republic Elevator Company, including pockets for signal fixture boxes, guide rail bracket attachment points, etc. shall be by others.
- Telephone connection and 24 hour service to each elevator must be provided and terminated in the elevator controller. Republic Elevator Company will provide the Telephone device and hook up of the Telephone as well. If you would prefer Republic Elevator Company to monitor the elevator phone line, we can provide our 24-hour "Emergency Exchange Service" for \$24.00 per month.
- Any special painting of elevator equipment and surfaces around the elevator, except otherwise indicated.
- Any special finished flooring inside the elevator cab, except otherwise indicated. Republic Elevator Company will allow for a finished floor recess of 3/4" and an allowance of 250 pounds.
- Any special entrance frame configurations are not included unless otherwise noted. Republic Elevator Company will provide our standard 2 1/4" face entrance frames and doors in the finish indicated above. Any transom arrangement is not included unless otherwise indicated.
- Any special threshold extensions and / or ramps leading up the elevator are not included unless otherwise noted. Republic Elevator Company will provide a standard elevator sill with sill support.
- All trenching and grouting of sills and jambs by others.

End of Document

APPENDIX B

ADVANCED MEDICAL BUILDERS, INC.

885 N. Shepard St.
Anaheim, CA 92806
(714) 634-4430
www.ambcorp.net
Lic. # 824317

April 26, 2016



Charles Scudelari, COO
Pueblo Radiology Medical Group, Inc.
2320 Bath Street, 2nd Floor, Suite # E
Santa Barbara, CA 93105

Project: Pueblo Radiology Women's Center

Dear Chuck:

Thank you for the opportunity to offer our design and construction services for your **ADA Elevator Upgrade** project at your Pueblo Radiology Medical Group. The scope of work and costs covered in this proposal are based on scope of work outlined below.

Scope of work and Pricing

1. Furnish all cost for design services for the ADA Elevator Upgrade Project. **Cost: \$47,500.00**
2. Furnish labor, equipment and materials to install One (1) new 3500 lb. 3-Stop ADA Compliant Elevator. **Cost: \$98,460.00**
3. Furnish labor, equipment and materials to demo the existing elevator (3 Floors), South and West Elevator Pit walls/stem walls and roof. Price includes all stucco, wood framing, plywood shear walls, scaffold and steel supports. **Cost: \$35,268.00**
4. Furnish labor, equipment and materials to demo Three (3) openings at the existing elevators door landings for the new wider ADA openings. **Cost: \$3,975.00**
5. Furnish labor, equipment and materials to demo and shore up the existing floor on each floor for new floor openings for the enlarged Elevator Shaft. **Cost: \$9,236.00**
6. Furnish labor, equipment and materials to demo 6'-0" x 6'-0" space on first floor area adjacent to Elevator for the new elevator machine room. **Cost: \$4,295.00**
7. Furnish labor, equipment and materials to provide all required Soil Testing and Reports for the new Elevator Pit. **Cost: \$ 3,500.00**
8. Furnish labor, equipment and materials to remove existing soils for the enlarged Elevator Pit, provide new footings, slab and water proofing as required per structural and codes. **Cost: \$22,765.00**
9. Furnish labor, equipment and materials to provide all required steel angles, supports for the new Elevator Guide Rails and pit ladder. **Cost: \$ 5,835.00**

10. Furnish labor, equipment and materials to modify Three (3) existing suites for the larger ADA Elevator. Work includes new flooring to match existing, rework existing hard lid ceilings, move electrical outlets and repaint walls. **Cost: \$ 37,266.00**
11. Furnish labor, equipment and materials to build new 1hr rated shaft walls for the new elevator. Work to include all required structural supports for the Elevator Guide rails, shear panel, hold downs, door openings and all required structural hardware. **Cost: \$49,775.00**
12. Furnish labor, equipment and materials to re work the existing floor framing on each floor for new floor openings for the enlarged Elevator Shaft. **Cost: \$7,816.00**
13. Furnish labor, equipment and materials to build new 1hr rated shaft walls for the new 6' x 6' Elevator Machine Room and 1hr rated ceiling. Work to include new 1hr rated door opening, stucco, painting and all required electrical and fire alarm per City Codes. **Cost: \$19,275.00**
14. Furnish labor, equipment and materials to build new Penthouse walls at roof line above new Elevator Shaft. Work to include Four (4) new ventilation grilles per code, patching roof at existing roof line and new roofing on top of Penthouse. **Cost: \$ 14, 995.00**
15. Furnish labor, equipment and materials to patch stucco to match existing at the new enlarged Elevator Door Openings on all Three (3) floors. **Cost: \$4,675.00**
16. Furnish labor, equipment and materials to provide new sheet vinyl flooring in the new Elevator Cab. **Cost: \$1,685.00**
17. Furnish labor, equipment and materials to provide ADA signage at all Three (3) floors next to the Elevator Doors. **Cost: \$ 475.00**
18. Furnish labor, equipment and materials to install new dedicated power for the new 40 HP Elevator Motor. **Cost: \$ 12,500.00**

(Cost for 1-18 above: \$ 379,296.00)

Over Head and Profit: \$ 45,515.00

Total cost for project: \$424,811.00

Project Contingency not in above price: \$42,000.00 Allowance

Fire Sprinklers System has not been figured into this proposal since there are no fire sprinklers in the entire building.

If you have any questions please feel free to call me anytime at (714) 473-2168. We appreciate the opportunity to work with you and your staff.

Respectfully Submitted,
ADVANCED MEDICAL BUILDERS, INC.



President

ADVANCED MEDICAL BUILDERS, INC.

885 N. Shepard St.
Anaheim, CA 92806
(714) 634-4430
www.ambcorp.net
Lic. # 824317



May 17, 2016

Charles Scudelari, COO
Pueblo Radiology Medical Group, Inc.
2320 Bath Street, 2nd Floor, Suite # E
Santa Barbara, CA 93105

Project: Pueblo Radiology Women's Center

Dear Chuck:

Thank you for the opportunity to offer our design and construction services for **the Installation of a Limited Use/Limited Application Elevator and associated work** project at your Pueblo Radiology Medical Group. The scope of work and costs covered in this proposal are based on scope of work outlined below.

Scope of work and Pricing

1. Furnish all cost for design services for the Limited Use/Limited Application Elevator (LULA) Project. **Cost: \$25,500.00**
2. Furnish labor, equipment and materials to install One (1) new 1400 lb. 2-Stop ADA Compliant LULA Elevator. **Cost: \$56,000.00**
3. Furnish labor, equipment and materials to 65 S.F. at 1st floor & 40 S.F. @ 2nd floor to install (n) 1HR elevator shaft and lid. Price includes all gypsum board, wood framing, plywood shear walls, scaffold and steel supports. **Cost: \$22,500.00**
4. Furnish labor, equipment and materials to demo and shore up the existing floor on each floor for new floor openings for new Elevator Shaft. **Cost: \$5,236.00**
5. Furnish labor, equipment and materials to demo 4'-0" x 5'-0" space on first floor area adjacent to Elevator for the new elevator machine room. **Cost: \$2,995.00**
6. Furnish labor, equipment and materials to provide all required Soil Testing and Reports for the new Elevator Pit. **Cost: \$ 3,500.00**
7. Furnish labor, equipment and materials to remove existing soils new Elevator Pit and Control Room, provide new footings, slab and water proofing as required per structural and codes. **Cost: \$17,765.00**
8. Furnish labor, equipment and materials to provide all required steel angles, supports for the new Elevator Guide Rails. **Cost: \$ 3,835.00**

9. Furnish labor, equipment and materials to modify Two (2) existing suites to accommodate New Elevator Shaft & Control Room. Work includes new flooring to match existing, rework existing hard lid ceilings, move electrical outlets and repaint walls. **Cost: \$ 17,266.00**
10. Furnish labor, equipment and materials to re work the existing floor framing on each floor for new floor openings for new 1HR Elevator Shaft. **Cost: \$4,816.00**
11. Furnish labor, equipment and materials to build new 1hr rated shaft walls for the new 4' x 5' Elevator Control Room and 1hr rated ceiling. Work to include new 1hr rated door opening, stucco, painting and all required electrical and fire alarm per City Codes. **Cost: \$12,275.00**
12. Furnish labor, equipment and materials to provide (2) new elevator doors at 1st and 2nd floors. **Cost: \$2,675.00**
13. Furnish labor, equipment and materials to provide new tile flooring in the new Elevator Cab. **Cost: \$1,685.00**
14. Furnish labor, equipment and materials to provide ADA signage at all Three (2) floors next to the Elevator Doors. **Cost: \$ 475.00**
15. Furnish labor, equipment and materials to install new dedicated power for the new 30 HP Elevator Motor. **Cost: \$ 12,500.00**

(Cost for 1-18 above: \$ 189,023.00

Over Head and Profit: \$ 28,350.00

Total cost for project: \$217,373.00

Project Contingency not in above price: \$22,000.00 Allowance

Fire Sprinklers System has not been figured into this proposal since there are no fire sprinklers in the entire building.

If you have any questions please feel free to call me anytime at (714) 473-2168. We appreciate the opportunity to work with you and your staff.

Respectfully Submitted,
ADVANCED MEDICAL BUILDERS, INC.



President



Memorandum

To: Christy Foreman
From: Wayne Baldwin
Date: February 13, 2014
Re: **Pueblo Radiology Remodel Project**
2320 Bath St., Case Number: BLD2016-00001
Supplemental Equivalent Facilitation/Unreasonable Hardship Submission

Introduction and Overview

This memorandum is submitted as a supplement to Pueblo's application for unreasonable hardship.

Pueblo Radiology Medical Group, Inc. ("Pueblo"), a group of independent radiologists, is a tenant in the Pueblo Commons building located at 2320 Bath Street owned by Cottage Health System.¹ Pueblo occupies suites on the first and second floor of the Pueblo Commons Building. Pueblo provides a variety of radiology services on the first and second floors of this location including MRI, CT, x-ray, interventional radiology procedures, mammography, ultrasound, and bone density tests. Pueblo has applied for a construction permit to remodel a portion of Pueblo's space on the second floor consisting of approximately 1800 square feet.

Pueblo has been in Santa Barbara for almost 60 years. In that time, Pueblo has an exemplary record of accommodating disabled patients and their families. The fundamental nature of our radiology practice requires us to help people with limited mobility who come to us because of broken bones, torn ligaments, sprains, etc. The very core of our operations is to help people suffering from temporary or permanent disabilities, and we have done so successfully from our current location for many years. Our staff

¹ Pueblo is not affiliated with Cottage in any way other than practicing at the Cottage hospitals in Goleta and Solvang.

assists our patients in accessing our services, and accompanies patients as needed to assist if the patients are required to move between floors. This is part of our core value to provide the best service and patient experience of which we are capable.

Pueblo has occupied the first and second floor for about 40 years. The first floor contains MRI, CT, x-ray, and radiologists reading stations. Medicare regulations require that a radiologist be in the office suite in which MRI and CT studies are performed to supervise injection of contrast media necessary for many exams. Siting requirements for MRI and CT require installation of this equipment on the ground floor.

Pueblo has become the community leader in outpatient radiology services. At the same time, economic pressure due to Medicare and private health plan reimbursement cuts has dramatically affected Pueblo's ability to provide services. Since 2006, Medicare has enacted 14 different reductions in radiology reimbursement, and private health plans have followed suit by instituting most of those cuts.

It is against this backdrop that Pueblo is in the position of cutting costs and consolidating its women's imaging services. For the past three years, Pueblo has provided women's imaging services at two locations. Pueblo has pioneered the implementation of state-of-the-art 3D/tomosynthesis mammography services at its State Street location, implementing this technology three years ahead of either Sansum or Cottage Health. It has proven more efficient and effective in the assessment of breast disease. Unfortunately, it is no longer feasible to maintain two locations for these services.

Pueblo Commons Building

The Pueblo Commons Building totals over 30,000 square feet on three floors. Each floor is accessible by stairs and two elevators, one at each end of the building. The primary use of the building has historically been medical. However, since acquiring the building last year, Cottage Health has used a substantial portion of the first and third floors for its administrative offices. Cottage Health does not provide patient care in these offices. In addition, Pueblo's administrative offices are on the second floor of the building, and no patient care is provided in Pueblo's administrative office.

There are several vacant office suites in the building. It remains to be seen as to whether the Cottage Health will use the space for additional administrative purposes or rent the space to others. Several physicians have expressed concern that Cottage significantly raised the rent in the building, causing at least one well-known physician, Michael Bordofsky, to vacate the building. The Teddy Bear Foundation, which was located on the first floor and did not provide patient care, has also vacated the building.

Pueblo's Proposed Project

In order to make the patient's experience as efficient, effective, and pleasant as possible, and to reduce operating costs, Pueblo desires to remodel approximately 1800 square foot office space on the second floor to consolidate its women's breast imaging services (mammography and ultrasound) in one location. This will improve women's privacy, and create an office atmosphere more in keeping with current state-of-the-art women's diagnostic imaging centers. The new office design provides that women visiting the remodeled office will not encounter any male patients or staff reducing stress that can accompany breast imaging services.

The plans for the remodel were submitted in December 2015. The estimated cost of construction, excluding ADA features, is \$275,000. Our construction contract is on a time and materials basis for this project. In addition, as part of the project, we acquired a patient lift at a cost of \$8,304.00 to improve the experience of our patients with disabilities thus allowing better, safer, and easier access to radiology equipment. We are also changing all second floor signage to comply with current ADA requirements.

Path of Travel Issue

Pueblo, through its design build contractor, Advanced Medical Builders, submitted plans for the project in December 2015. Thereafter, we have made the following plan submissions, each time addressing an issue or question from the City officials:

1/4/2016

2/18/2016

3/15/2016

3/24/2016

4/4/2016

4/8/2016

4/28/2016

The estimated cost of construction, excluding ADA features, is \$275,000. After making several requested revisions to the plans, Pueblo has been asked to address an elevator that serves the entire Pueblo Commons Building because the elevator's dimensions are

not in compliance with current ADA requirements. Pueblo believes this request poses a prima facie unreasonable hardship.

We understand that the California Building Code's ("CBC") application to this project requires the City of Santa Barbara to make a determination of equivalent facilitation or unreasonable hardship.

- The CBC states: "*Compliance shall be provided by equivalent facilitation or to the greatest extent possible without creating an unreasonable hardship.*" CBC 11B-202.4.
- The CBC also states that "the cost of compliance" must be at least "20% of the adjusted construction cost of alterations," which is the base cost of construction without the ADA elements. See, CBC 11B-202.4. In our case this would be a little less than \$55,000.
- As a matter of reference, OSHPD has a policy that the maximum requirement for hospital facilities is 20%.

Equivalent Facilitation. As an initial matter, equivalent facilitation, at least as to the elevator, can be shown. The CBC allows non-compliant elevators with square footage of at least 18 square feet if the elevator cab provides an inside clear depth 51 inches minimum (CBC Table 11B-407.4.1), but our cab is only 42.5" deep. Removing interior paneling would add another inch or so in depth

We believe we can show *equivalent facilitation* for our project.

- The long history of use by people with disabilities without incident.
- The current elevator meets the 18 square foot requirement.
- Pueblo staff escorts patients with disabilities on the elevator.
- One of the core purposes of our radiology practice is to service those with mobility issues. We are set up to assist people who can't get up and down stairs or even on or off of the medical imaging equipment. People come to us on crutches, in wheel chairs, and even on gurneys on a regular basis, and we treat them almost without exception. There are some morbidly obese people who exceed the capacity of the imaging equipment, but we can handle just about anyone else.
- We have confirmed by actual usage that a person in an extra wide wheel chair used for MRI patients can access the elevator without any problem at all. We will use one of our staff in the wheelchair to demonstrate this and take pictures to submit.

At least as to the elevator and facilitation for people with disabilities, this meets the requirement since there is full accessibility. Once equivalent facilitation is established, there is no need for further review of the matter.

Unreasonable Hardship. If for some reason, equivalent facilitation is determined not to exist as to the elevator, unreasonable hardship must be considered. California Building Code §202 defines “unreasonable hardship” based on an overall evaluation of the following factors:

1. The cost of providing access.
2. The cost of all construction contemplated.
3. The impact of proposed improvements on financial feasibility of the project.
4. The nature of the accessibility which would be gained or lost.
5. The nature of the use of the facility under construction and its availability to persons with disabilities.

Application of each of these factors to Pueblo’s remodel of the space shows a prima facie case of unreasonable hardship.

1. The cost of providing access. The accessibility upgrades we are proposing to do as part of this remodel project is ~~\$58,600~~ ^{11,500} (or 21.3% cost for accessibility upgrades) before elevator renovation costs. We will have additional ADA signage costs of approximately \$3,000 to \$4,000.
2. The cost of all construction contemplated. The total cost of the project without accessibility issues addressed is estimated at \$275,000.
3. The impact of proposed improvements on financial feasibility of the project. The existing South elevator does not meet full compliance for accessibility as the cab is 42” deep. 2013 CBC Table 11B-407.4.1 requires min 51” deep. The other requirements from CBC 11B-407 are met with the existing elevator. Our General Contractor has determined that to replace the elevator with one that meets the cab depth requirement would cost \$483,411. Documentation for this has been submitted. The request to add an elevator that complies with the current ADA requirements together with the other accessibility elements of the project will almost double the base cost of the project. It is self evident that it would be impossible to double the construction cost without substantially impacting the financial viability of the project.

Pueblo’s contractor is in the process of obtaining additional quotes for different elevator options that may be less expensive. However, initial analysis shows that

the cost will still exceed \$300,000.

4. The nature of the accessibility which would be gained or lost. The Pueblo Commons Building has two existing elevators. The elevator closest to the remodel project has been used by patients in wheelchairs for years without incident or complaint. The same elevator has also been used to transport patients on EMT carts accompanied by medical staff. If the elevator can accommodate an immobile patient and attending medical staff, it is difficult to understand how a few more inches will make any difference to accessibility. *The incremental gains in accessibility by modifying the elevator that services Pueblo's second floor suite are negligible.*

There has been discussion of having women's imaging services available on both floors of our office. If space were available to put mammography on the first floor, doing so may allow mammography patients with a disability easier access. But, there is no ground floor space available. We would have to relocate MRI and CT (which really is not technically feasible due to engineering requirements) to the second floor, and it would be at the cost of access to disabled MRI and CT patients. As a result, nothing would really be gained. The key points in this analysis are fairly straight-forward.

- a. MRI and CT equipment occupy the ground floor because of the equipment's engineering and siting requirements.
- b. There is insufficient space on the ground floor to install mammography equipment due to the space occupied by MRI, CT, and reception areas.
- c. Pueblo does not have any additional ground floor space in its office and none is available in the building. Even if it was available, Cottage Health as the landlord would need to agree to rent that space to Pueblo and not use it for Cottage's own purposes or rent it to another tenant.
- d. Even if relocating the MRI and CT were possible, the cost just to de-install and re-install this equipment would approximately \$200,000 to \$250,000 in expense to move that equipment to the second floor, plus engineering cost and significant build out cost.
- e. Moving MRI and CT to the second floor would be detrimental to our patients overall. MRI and CT patients are on the whole less mobile than mammography patients. In most cases, mammography patients are completely ambulatory, unless disabled. In contrast, a substantial percentage of MRI patients are coming to Pueblo because of mobility issues with extremities such as knees, ankles, and shoulders, and a substantial number of MRI patients suffer from back problems that limit mobility.
- f. The mammography equipment is not mobile and cannot be moved from floor to floor.
- g. Even if we had space on the first floor, additional mammography equipment

would cost \$400,000 to \$500,000.

5. The nature of the use of the facility under construction and its availability to persons with disabilities. As a medical building, the Pueblo Commons building is visited regularly by people with limited mobility. Pueblo has had an exemplary track record of providing service to people who have a variety of temporary and permanent disabilities. Just recently, as part of our efforts to ensure accessibility, we upgraded our capability to serve people with disabilities by purchasing a special lift to improve access to our various medical imaging equipment. Our facility is currently available to disabled people with limited mobility, and we have never had an issue with access whether on the first or second floor suites.

Requiring Pueblo to provide an elevator that services the entire 30,000+ square foot building as part of the remodel of 1800 square feet in the same building should not be forgotten in the discussion of unreasonable hardship.

Catastrophic Effect of Further Delay

The ongoing delays associated with the elevator replacement will have catastrophic effect on Pueblo and its patients.

1. Pueblo has temporary space located on State Street at which it provides imaging services to the women of Santa Barbara. The lease for that space has expired and the landlord is actively looking to lease the space to another tenant. We have another 30 days in that temporary space! At that point, the mammography services will cease unless we are able to proceed.
2. By law (MQSA), Pueblo is required to send its patients both annual mammography reminders and shorter term follow up study reminders. If Pueblo does not have the ability to service these patients timely, they will be forced to get their care at an unfamiliar provider who will not have the patient's medical record. This will affect continuity and timeliness of care. ***The patient could actually not get the care they need to treat breast cancer in a timely fashion decreasing their chances of survival.***
3. Pueblo will also suffer irreparable damage to its medical practice as the trust Pueblo has generated in almost 60 years of operation in Santa Barbara will be lost to the impacted patients. Once patients go else where for their care, they often do not come back.

Pueblo is not asking that the City disregard the CBC. We are asking that it be fairly applied without further delay. We respectfully submit that while the elevator issue is determined, that a permit be issued to allow Pueblo to proceed with construction. Final occupancy can be conditioned on resolution of the ADA issues, including the elevator.

South Elevator
Level 1
North Elevator
at other end of
building

IN CASE OF FIRE



**USE STAIRWAY
FOR EXIT
DO NOT USE
ELEVATOR**



FIREFIGHTER OPERATION
FOR MANUAL OPERATION
PUSH THE RED HANDLE AND TURN











INDEPENDENT LIVING RESOURCE CENTER, INC.

A non-profit, consumer-based corporation of, by and for persons with disabilities since 1976.

Dear Christy,

I met with Charles Scudelari at **Pueblo Radiology / Santa Barbara Women's Imaging Center** to assess the elevator and discuss the changes included in the project. I appreciate your office referring him to ILRC and cannot stress the importance of involving the Disability Community in the barrier removal process and its surrounding decisions. This letter is being written in response to the concerns brought up by proposed renovations and the elevator.

I have visited the site and looked at the elevator dimensions and usability. The interior space and door opening are not compliant with the minimum depth and width requirements. However, it is clear that making the elevator compliant would be very difficult. The control panels appear to be at an appropriate height and do have raised buttons. They will need to be updated including the addition of Braille. Additionally there will need to be grab-bars added to the interior of elevator. Charles told me that the current siding on the interior walls could be removed to gain approximately an inch which will be helpful for space as well as the addition of a grab-bar on presumably the back wall. It is my opinion that the usability of this elevator will be sufficient with these updates.

ILRC really appreciates the city's suggestion for this project to reach out for input from actual people with disabilities. Please feel free to contact me with any questions.

Sincerely,

Dani Anderson
Executive Director,
Independent Living Resource Center

Santa Barbara County

ILRC Headquarters
423 West Victoria Street
Santa Barbara, CA 93101
(805) 963-0595 Voice/Text
(805) 963-1350 Fax
(805) 284-9050 VP

327 E. Plaza Drive, Suite 3A
Santa Maria, CA 93454
(805) 925-0015 Voice/Text
(805) 349-2416 Fax
(805) 354-5948 VP

Ventura County

702 County Square Drive,
Suite 103
Ventura, CA 93003
(805) 650-5993 Voice/Text
(805) 650-9278 Fax
(805) 256-1036 VP

San Luis Obispo County

7425 El Camino Real,
Suite R
Atascadero, CA 93422
(805) 462-1162 Voice/Text
(805) 462-1166 Fax
(805) 464-3203 VP

Member
California
Foundation
for
Independent
Living
Centers



ilrc-trico.org



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City of Santa Barbara

APPEAL HEARING PROCEDURES

Appeal public hearings are held at either the City Council Chambers or the David Gebhard Public Meeting Room. Below is information on the order of presentations at appeal hearings.

CITY COUNCIL CHAMBERS

1. **City Council hearings:**

The order of presentation after the Deputy City Clerk introduces the item is as follows:

1. Presentation by Staff (20 minutes)*.
2. Presentation by Appellant (including petitioners and applicants who are appellants) (30 minutes)*.
3. Presentation by Applicant (if they are not the appellant) (30 minutes)*.
4. Additional response by Staff (10 minutes)*.
5. Public Hearing (30 minutes)*.
6. Questions and comments by the Council and Council deliberation (30 minutes).
7. Motion, discussion of motion, and vote by the Council.

2. **Planning Commission hearings:**

The order of presentation after the Chairperson introduces the item is as follows:

1. Presentation by Staff (15 minutes)*.
2. Presentation by Appellant (including petitioners and applicants who are appellants) (15 minutes)*.
3. Presentation by Applicant (if they are not the appellant) (15 minutes)*.
4. Public Hearing*.
5. Questions and comments by the Commission.
6. Commission consideration of Findings and Conditions of Approval.
7. Motion, discussion of motion, decision, and vote by the Commission.

DAVID GEBHARD PUBLIC MEETING ROOM

1. **Sign Committee appeal hearings held by the Architectural Board of Review or Historic Landmarks Commission:**

The order of presentation after the Chairperson introduces the item is as follows:

1. Presentation by Staff (5 minutes)*.
2. Presentation by Appellant (including petitioners and applicants who are appellants) (5 minutes)*.
3. Presentation by Applicant (if they are not the appellant) (5 minutes)*.
4. Public Hearing*.
5. Questions and comments by the Board/Commission.
6. Commission consideration of Findings and Conditions of Approval.
7. Motion, discussion of motion, decision, and vote by the Board/Commission.

2. **Application Completeness hearings held by the Staff Hearing Officer:***

The order of presentation after the Staff Hearing Officer introduces the item is as follows:

1. Presentation by Staff (5 minutes)*.
2. Presentation by Appellant (including petitioners and applicants who are appellants) (5 minutes)*.
3. Presentation by Applicant (if they are not the appellant) (5 minutes)*.
4. Public Hearing*.
5. Questions and comments by the Staff Hearing Officer.
6. Motion, discussion of motion, decision, and vote by the Staff Hearing Officer.

3. Appeal hearings held by the Building and Fire Code Board of Appeals:*

The order of presentation after the Chairperson introduces the item is as follows:

1. Presentation by Staff (5 minutes)*.
2. Presentation by Appellant (including petitioners and applicants who are appellants) (5 minutes)*.
3. Public Hearing*.
4. Questions and comments by the Board.
5. Motion, discussion of motion, decision, and vote by the Board.

***Time limits may be limited or extended at the discretion of the Mayor/Chairperson.**



City of Santa Barbara

WRITTEN CORRESPONDENCE

The public is encouraged to submit written correspondence to the decision-makers as early as possible for their consideration. All written correspondence is forwarded by staff to the decision-makers and is included as part of the official record. Please note that written correspondence is not read into the record at the hearings. Below is information on distribution of written correspondence for appeal hearings.

APPEALS HEARD BY THE CITY COUNCIL:

No. of Copies: Representatives and members of the public wishing to provide written correspondence to the City Council and appropriate staff should provide 11 copies.

Receipt of Correspondence: Written correspondence may be mailed directly to the Santa Barbara City Clerk's Office, P.O. Box 1990, Santa Barbara, CA 93102-1990; hand delivered to the City Clerk's Office at 735 Anacapa Street; or presented at the hearing while speaking. If mailed or hand delivered, please ensure that the documents will be received with sufficient lead time to allow distribution prior to the meeting.

If representatives wish to have their written correspondence included in the agenda packet, which is also published on the City's website, copies must be submitted to the City Clerk's Office no later than the close of business on Tuesday, one week prior to the hearing date.

SHO APPEALS HEARD BY THE PLANNING COMMISSION:

No. of Copies: Representatives and members of the public wishing to provide written correspondence to the Planning Commission and appropriate staff should provide 13 copies.

Receipt of Correspondence: Written correspondence may be hand-delivered prior to the meeting at the Planning Division Office, 630 Garden St; by mail to the Planning Commission Secretary, P.O. Box 1990, Santa Barbara, CA 93102-1990; or by email at PCSecretary@SantaBarbaraCa.gov.

If people wish to have their written correspondence included in the mailing to the Planning Commission, copies must be submitted to the Planning Commission Secretary no later than the close of business on Tuesday, one week prior to the hearing date.

Written comments are accepted at, and up to, the time of the hearing; however, the Planning Commission may not have time to consider materials submitted after the deadline.

SIGN COMMITTEE APPEALS HEARD BY THE ARCHITECTURAL BOARD OF REVIEW:

No. of Copies: Representatives and members of the public wishing to provide written correspondence to the Architectural Board of Review and appropriate staff should provide 8 copies.

Receipt of Correspondence: Written correspondence may be hand-delivered prior to the meeting at the Planning Division Office, 630 Garden St; by mail to the Architectural Board of Review Secretary, P.O. Box 1990, Santa Barbara, CA 93102-1990; or by email at ABRSecretary@SantaBarbaraCa.gov.

If people wish to have their written correspondence forwarded to the Architectural Board of Review prior to the meeting, copies must be submitted to the ABR Secretary no later than 10 a.m. of the hearing date.

Written comments are accepted at, and up to, the time of the hearing; however, the Architectural Board of Review may not have time to consider materials submitted after the deadline.

SIGN COMMITTEE APPEALS HEARD BY THE HISTORIC LANDMARKS COMMISSION:

No. of Copies: Representatives and members of the public wishing to provide written correspondence to the Historic Landmarks Commission and appropriate staff should provide 10 copies.

Receipt of Correspondence: Written correspondence may be hand-delivered prior to the meeting at the Planning Division Office, 630 Garden St; by mail to the Historic Landmarks Commission Secretary, P.O. Box 1990, Santa Barbara, CA 93102-1990; or by email at HLCSecretary@SantaBarbaraCa.gov.

Appeal Process

If people wish to have their written correspondence forwarded to the Historic Landmarks Commission prior to the hearing, copies must be submitted to the HLC Secretary no later than the close of business on Tuesday prior to the hearing date.

Written comments are accepted at, and up to, the time of the hearing; however, the Historic Landmarks Commission may not have time to consider materials submitted after the deadline.

APPLICATION COMPLETENESS DETERMINATIONS HEARD BY THE STAFF HEARING OFFICER:

No. of Copies: Representatives and members of the public wishing to provide written correspondence to the Staff Hearing Officer and appropriate staff should provide 4 copies.

Receipt of Correspondence: Written correspondence may be hand-delivered prior to the meeting at the Planning Division Office, 630 Garden St; by mail to the Staff Hearing Officer Secretary, P.O. Box 1990, Santa Barbara, CA 93102-1990; or by email at SHOSecretary@SantaBarbaraCa.gov.

If people wish to have their written correspondence forwarded to the Staff Hearing Officer prior to the hearing, copies must be submitted to the SHO Secretary no later than the close of business on Monday prior to the hearing date.

Written comments are accepted at, and up to, the time of the hearing; however, the Staff Hearing Officer may not have time to consider materials submitted after the deadline.

APPEALS HEARD BY THE BUILDING AND FIRE CODE BOARD OF APPEALS:

No. of Copies: Representatives and members of the public wishing to provide written correspondence to the Board and appropriate staff should provide 10 copies.

Receipt of Correspondence: Written correspondence may be hand-delivered prior to the meeting at the Building & Safety Division Counter, 630 Garden St; by mail to the Chief Building Official, P.O. Box 1990, Santa Barbara, CA 93102-1990.

If people wish to have their written correspondence forwarded to the Board prior to the hearing, copies must be submitted to the Chief Building Official no later than 10 calendar days prior to the hearing date.

Written comments are accepted at, and up to, the time of the hearing; however, the Board may not have time to consider materials submitted after the deadline.



City of Santa Barbara

APPEAL HEARING GUIDELINES

Below is additional information on appeal hearing guidelines and visual presentations.²

PUBLIC COMMENT PROCEDURE

1. Complete a "Request to Speak" form and submit it to City Staff at the hearing prior to the time the item is taken up.
2. When the public hearing is opened, the Mayor/Chairperson will call out the names of the persons requesting to speak on the item.
3. After receiving recognition from the Mayor/Chairperson, please approach the podium and speaking into the microphone, state your name and make your comments.

Please note that individual public comment is limited to a maximum of 2 minutes (including any video or computer presentations).*

COMPUTER PRESENTATIONS*

Representatives or members of the public wishing to make a computer presentation must provide their own laptop, which must be set up at Council Chambers. It is highly recommended that people set up a time to test their equipment prior to the meeting, in order to ensure their presentation projects properly. If assistance is needed, contact City TV at (805) 564-5311. People wishing to test their equipment prior to the meeting date should contact City TV at least 48 hours prior to the meeting to make arrangements. Additionally, please contact City Planning Staff at (805) 564-5578 to confirm time limitations for said presentations, and for hearings held at the David Gebhard Public Meeting Room.

VIDEOS*

Representatives or members of the public wishing to play a video during the hearing should contact City TV at (805) 564-5311 at least 48 hours prior to the meeting to make arrangements. Additionally, please contact City Planning Staff to confirm time limitations for said presentations.

AMERICANS WITH DISABILITIES ACT

If you need auxiliary aids or services or staff assistance to attend or participate in these meetings, please contact the City Administrator's Office at (805) 564-5305 for City Council appeals or the Planning Division at (805) 564-5578 for all other appeals. If possible, notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements. Specialized services, such as sign language interpretation or documents in Braille, may require additional lead time to arrange.

AGENDA TIME

It is not possible to determine the precise time an item will be heard. Monitoring the live broadcast may assist in determining when the item will be heard. (Appeal hearings are broadcast live on Government Access Television Channel 18 & online at <http://www.santabarbaraca.gov/gov/depts/cityadmin/watch/default.asp>) Any continued items are announced at the beginning of the meeting by the Chairperson. Videos of previously recorded hearings may be found at <http://www.santabarbaraca.gov/gov/news/video/>. Please refer to the appropriate decision-making body. For further assistance you may contact the Planning Counter at (805) 564-5578 during office hours. Please note that video recordings may not be available for all public hearings.

***Time may be limited or extended by the Mayor/Chairperson.**

² Contact City Staff prior to the hearing to confirm logistics and limitations related to visual presentations.