



CITY OF SANTA BARBARA

COUNCIL AGENDA REPORT

AGENDA DATE: September 11, 2014

TO: Mayor, Council Members, and Planning Commission

FROM: Planning Division, Community Development Department

SUBJECT: Joint Council And Planning Commission Work Session:
Planning Division Workload And Program Activities

RECOMMENDATION: That Council hold a joint work session with the Planning Commission to receive status reports, provide direction to staff, and discuss major work program activities in the Planning Division, including: Long Range Planning & General Plan Implementation; Zoning Information & Enforcement; Design Review & Historic Preservation; and Development & Environmental Review.

EXECUTIVE SUMMARY:

Over the last several years, joint work sessions on the Planning Division workload have been held with the Council and Planning Commission approximately every six months. The Chairs of the Architectural Board of Review (ABR) and Historic Landmarks Commission (HLC) are also invited to attend the meeting. The prior meeting was held on March 4, 2014. For today's meeting, staff will briefly review all programs in the Planning Division, highlighting accomplishments, major work underway, and projects on hold or pending.

This report and attachments provide information on particular projects within each program and some information on regular assignments. The primary topic for discussion at this meeting will be the General Plan Implementation/Adaptive Management Program and related monitoring reports. Status reports will also be shared on the Local Coastal Program Update, Housing Element review and certification, Zoning Information Report improvement process, the New Zoning Ordinance, the Historic Resources Work Program, the Average Unit Density Ordinance, and Drought Response.

The work session helps to establish a shared understanding of the Division's workload, including the respective status of projects or programs that may be active, pending, or on the back burner. Adjustments in priorities occur when issues arise or program improvements are needed. Council and Planning Commission feedback is invaluable for staff to stay the course or make changes as necessary.

DISCUSSION:

General Plan Implementation

The discussion today will focus on the 2014 General Plan (GP) Implementation Report, which includes the Adaptive Management Indicators that help to assess the effectiveness of existing policies. In addition, staff will summarize the associated GP Environmental Impact Report (EIR) mitigation monitoring, and Climate Action Plan (CAP) implementation status. Taken together, these provide a sense of: 1) where the community stands today in terms of meeting its General Plan goals and policies, 2) what existing policies may need to be adjusted, and 3) what future implementation actions and/or programs are advisable.

The Phase I Implementation Program for the General Plan was estimated to be about a 5 year time period and initially focused on key implementing efforts, including ordinance provisions, Historic Resources Element, etc. As priorities shifted and grant opportunities arose (e.g., the Safety Element and the Local Coastal Program (LCP)), the Phase I Implementation Program has been adjusted. Several projects, including the LCP update and the 2015 Housing Element, are still pending (see Attachment 1). Preparation for Phase II will be informed by Adaptive Management indicators, EIR mitigation status, and CAP implementation status. Reports on these programs have been forwarded to Council and Planning Commission under separate cover.

Today's discussion is an introduction to these reports and how they relate to one another. These policies, indicators, and actions work together as a comprehensive approach to better understand current conditions, examine policies in need of adjustment, and identify new actions and/or programs. Phase II will require staff to further scope these indicators, policies and additional implementing actions with a possible target year of 2017 given the status of the LCP and Zoning Ordinance updates. Following internal staff discussions, future work sessions will be conducted with the Planning Commission and Council to determine the Phase II General Plan Implementation Program.

2014 General Plan Implementation Report - This annual report provides a description of current implementation actions, as well as a quantitative analysis through the Adaptive Management Program community indicators. These indicators provide metrics to assess yearly change, cumulative change, and longer-term trends. Policy recommendations are provided based on these indicators.

General Plan EIR Mitigation Monitoring – This program provides required tracking of EIR mitigation measures incorporated as General Plan policies and programs. These mitigation measures provided the basis for decision-maker findings of reduced environmental impacts associated with General Plan adoption. Growth and development occurs gradually over time, and so too associated environmental impacts.

Similarly, mitigation measures to avoid or reduce significant impacts will be implemented gradually within the 2030 plan horizon.

Climate Action Plan (CAP) Implementation - The CAP horizon extends through the year 2030. Plan implementation is undertaken by City department programs and operations, through joint efforts with private sector businesses or other agencies, and through the permitting process for new development. The CAP directs that monitoring and reporting of plan implementation be coordinated with Adaptive Management Program reporting.

Program Status Reports

Long Range Planning

Local Coastal Program (LCP) Update – The existing LCP “baseline” record (comprised of the Coastal Commission certified LCP documents, all certified amendments, and associated maps) has been reviewed and accepted by the local Commission staff. City staff has drafted a number of new Land Use Plan (LUP) sections, met with the Commission staff on numerous occasions, and received limited preliminary input. Staff has also actively participated in coordination meetings with other South Coast LCP grant recipients and ongoing coastal adaptation projects.

Of concern, however, is recent news that the local Commission office has lost two Coastal Program Analysts, including the analyst responsible for the Santa Barbara LCP update project. The LCP grant scope of work recognizes that Coastal Commission staff would work closely with the City to meet the April 30, 2016 deadline. Thus far, the Commission management staff remains optimistic about their ability to review the City’s work products in a timely fashion. Nonetheless, staff remains concerned that the two-year update timeframe may not be possible.

2015 Housing Element Update - Recent legislative changes extended housing element planning periods from five years to eight years in order to synchronize the Regional Housing Need Allocation (RHNA) process with the Regional Transportation Plan (RTP) process. To comply with this legislative change, the City is required to submit the 2015 Housing Element Update to the State Department of Housing and Community Development (HCD) for review by February 2015. Jurisdictions that do not adopt an updated housing element within the specified schedule cannot apply the 8-year cycle and must update their element every four years.

Staff will conduct a public workshop prior to presenting the draft Housing Element to the Planning Commission in October. The draft document will then be submitted to HCD for their mandated 60 day review; Council adoption is anticipated in February 2015. Because the existing Housing Element was certified by HCD in 2012, major policy changes are not foreseen as part of the update. Much of the information in the Element continues to be current and conditions and circumstances have not significantly changed. The revisions to the Housing Element will primarily focus on updating housing information and demographics based on the 2010 Census.

Zoning

Zoning Information Report (ZIR) Implementation Process - The ZIR Working Group has been working diligently on improvements to the ZIR process and recommendations for improvements to the full Planning Commission. The ZIR Working Group has specifically discussed: identifying and categorizing violations noted in ZIRs; the process and timelines for abatement of violations; potential administrative zoning approvals; improvements to the ZIR form to make it more user friendly and understandable; and ways to deal with discrepancies between ZIRs.

The idea of an incentive program to encourage property owners to voluntarily address building and zoning violations has been brought up as a suggestion, and the ZIR Working Group will be meeting to explore that topic further. A Planning Commission meeting is tentatively scheduled in October to discuss recommendations to City Council on Zoning Ordinance amendments to implement ZIR improvements.

New Zoning Ordinance (NZO) - A city webpage has been developed for interested persons to register for future notices of upcoming meetings as well as to review relevant NZO information. The scope of work for consultant services was reviewed by the Planning Commission on April 17, 2014. The NZO Joint Committee was formed to work in an advisory capacity with staff and the consultant, and one meeting was held on May 28, 2014 to refine the scope of work for consultant services.

During May and June of this year, Planning staff met with representatives from eleven focus groups to inform them of the NZO effort, to request that they stay informed and involved, and to get initial input. In June, the effort was also presented to the Architectural Board of Review, the Historic Landmarks Commission, and the Single Family Design Board. A Request for Proposal was issued on June 27, 2014 and two proposals were submitted by well qualified teams. Staff has held interviews with both teams and expects that a consultant team will be chosen in September, and the contract would go to Council on October 14, 2014. .

Design Review & Historic Preservation

Historic Resources Five-Year Work Program - As has been the case for many years, the number of special assignments in this section is considerable. A list of assignments for the Design Review & Historic Resources program has been prepared for this report (see Attachment 2). Staff continues to make progress on several program components including: completion of historic resources surveys; historic resource listings and designations; processing historic property contracts; and the creation of Historic Resource Design Guidelines and an Architectural Style Guide.

There have been delays with the website integration of the City's Historic Database due to unexpected increases in contract quotes from the original consultant. Staff is re-evaluating less costly options for selection of an historic database consultant; final

selection is expected later this year. Due to the quantity of ordinance related projects in the Planning Division over the past few years, work on the Historic Districting Ordinance Amendments has remained as a pending item awaiting ordinance drafts to be completed by the City Attorney's office.

Development & Environmental Review

Average Unit-Size Density (AUD) Housing Incentive Program - Staff has made significant progress on proposed Municipal Code amendments related to the AUD Housing Incentive Program. Staff expects to return to Council on October 7th with recommended triggers for mandatory Planning Commission review of rental housing projects.

Drought Response - Staff has taken on an active role in inter-Departmental coordination related to the current drought. This work includes determining the critical path to obtain necessary approvals for the desalination plant's re-commissioning, should it be deemed necessary, and playing a leading role in initial discussions of possible changes to regulatory guidelines for new development.

Pending Projects - In addition to the list of major pending or active development projects (see Attachment 3), staff continues to play a key role in reviewing environmental documents for the South Coast Highway 101 HOV Lanes Project and Santa Barbara County's Resource Recovery Project.

ATTACHMENTS:

1. General Plan Implementation Table
2. Design Review and Historic Preservation Assignments
3. Pending and Active Development Projects

SUBMITTED BY: John Ledbetter, Principal Planner

APPROVED BY: City Administrator's Office

General Plan Implementation Program: Phase I Schedule

Project Ranking	Project Description	FY12/13 2012-2013 ¹	FY14 2013-2014	FY15 2014-2015	FY16 2015-2016
1	Housing Element Certification by HCD	✓			
2	Historic Resources Element	✓			
3	Average Unit Size Density Program Project Review Process	✓	✓ X	X	
4	Nonresidential Growth Management Prgm Traffic Thresholds	✓	✓		
5	Zoning Map Amendments	✓	✓		
6	Highway 101 Air Quality Setback	✓	✓		
7	SB 375 Sustainable Communities Strategy 2015 Housing Element Update	✓	✓ X	X	
8	Climate Action Plan	✓			
9	Safety Element	✓	✓		
10	Adaptive Management Program	✓	✓	✓	X
11	Emergency Shelter Zoning		✓	✓	
12	Building Height Over 45 Feet	✓	✓		
13	Alternative Transportation Demand Analysis	postponed			
14	Arts Master Plan	X	X	X	
15	Environmental Resources Element				X
16	Local Coastal Program Update		X	X	X
17					

✓ = Completed X = In progress

¹ Fiscal Year is from July 1 to June 31st.

Design Review & Historic Preservation Section Work Assignments as of August 2014

➤ **Design Guidelines & Special Assignments- Active**

- Fire Sprinkler Valve/Backflow Prevention Permitting Procedures and Design Guidelines
- EV Charging Expedited Permitting Procedures
- Wireless Facility/Antenna Database update and mapping
- Sign Program database & parcel tag updates
- Sign Committee- Sign Survey- Post Re-org evaluation

➤ **Pending – Short Term-Pending**

- Ord. Committee Revised Chapters 15.24 and 22.11
- Landscape tree removal permit issuance procedures-New handouts
- Chapala Street Design Guidelines- Addendum Update
- Building inspector training guide presentation
- Multi-Unit Design Guidelines- Work Program Development
- HLC Design Awards
- Minor Revisions to Outdoor Lighting Design Guidelines (New 2014)

➤ **Pending - Long Term-On Hold**

- ABR Guidelines Update- Insertion of Photo Images
- Haley/Milpas Design Manual Update
- Wireless Facility/Antenna Ordinance Amendments
- Solar Awards- (No awards presentation ceremony since 2012)

➤ **Historic Preservation Work Program-Active / 5 Year Plan- On-going**

- Citywide Historic Resource Guidelines & Architectural Styles Guide
- Ord. Committee discussions Re: Citywide Historic Districting Plan & Administrative Guidelines
- Public outreach and meetings for listing and designations of Potential Historic Districts
- Historic Incentives- Zoning Relief and Code Alternatives – Planning Intern Research Assistance Completed
- Planning Intern City Landmark & SOM designations-Planning Intern Assistance – Olivia Offutt
- Historic Resources database records- Selection of new database consultant and website access improvements

➤ Pending – Short Term- Pending

- Website CHRID software database- Draft Services Contract under review
- Proximity to historic resources mapping
- Archaeological sensitivity mapping at Old Mission
- PDF scanning of all Archaeological Reports

➤ Pending – Long Term-On Hold

- Historic Resources Element Implementation Items-(Not on 5- year plan)
- Revisions to the City's MEA Guidelines for Archaeological And Historic Resources
- Demolition by Neglect Ordinance

Recently Completed Projects

- Sign application submittal staff training- Completed
- AUD Training for Design Review Boards- Completed
- Env. Training Plan SB EIR/CEQA - Completed
- City Historic Preservation Website page updates- Completed
- MEA Appendices Resource List Updates-Completed
- Digital Documents Access Website Improvements- Completed

Pending and Active Development Projects

Current as of August 26, 2014

Pre-Application or Conceptual Design Review

1. **121 E. Mason/121 Santa Barbara/122 Gray/120 E. Yanonali** – Proposal for a new 131,348 square-foot, four-story, mixed-use complex with 64 apartments, 30-40 hotel rooms, commercial, restaurant, and arts-oriented uses.
2. **926 Indio Muerto** - Proposal to demolish an existing 12,000 square foot commercial building and develop an approximately 55,000 square foot, three-story hotel with 115 to 120 rooms on a 38,122 square foot lot. The project also includes a 90 space sub-grade parking lot with supportive amenities.
3. **Grace Lutheran Church of Santa Barbara (3869 State Street)** – Proposed new 39,071 square-foot, three-story, 60-unit building for affordable, senior, rental housing.
4. **Cabrillo Pavilion Arts Center and Bathhouse (1118 E. Cabrillo Boulevard)** – Renovation of the existing building and surrounding site improvements.
5. **Garden Court II (251 S. Hope Avenue)** - Housing Authority proposal for a 45,400 square-foot, 91 unit apartment building for very low- and low-income frail elderly on a vacant property. Proposal requires City Council approval of a Specific Plan Amendment.
6. **301 E. Yanonali Street** - Proposal to construct a new 43,937 square-foot, two-story building to include a market, offices, and retail spaces with 150 parking spaces on the 3.16 acre lot located in the Cabrillo Plaza Specific Plan area.
7. **1925 El Camino de la Luz** – Proposed single-family residence on a vacant blufftop lot.
8. **1550 W. Mountain Drive** – Proposal to convert a single family residence (“Book House”) into a museum with limited hours.
9. **Cliff Drive/Las Positas Road Roundabout** – Conceptual review of a proposed roundabout at the intersection of Cliff Drive and Las Positas Road.
10. **340 W. Carrillo Street** - Proposal to permit the as-built conversion of an existing automobile service station to a mini-mart.
11. **511 Brosian Way** - Proposal for a 6,689 square-foot, two-story, single-family home with an attached three-car garage on a vacant 2.2 acre lot in the Hillside Design District.
12. **2720 De La Vina Street** - Proposal to demolish the existing 4,167 square foot commercial building and surface parking lot, and construct a new 20,746 square foot mixed-use building.
13. **328 W. Montecito Street** - Proposal to construct a new 1,247 square-foot gas station and mini-mart with a fuel pump canopy and pump islands on the approximately 12,000 square foot vacant lot.
14. **604 E. Cota Street** - Proposal to construct a new, 19,657 square-foot, three-story mixed-use building with 29 residential units and 2,347 square feet of commercial space.

Active/Continuing Design Review, Staff Hearing Officer or Planning Commission Review

1. **Santa Barbara Museum of Art (1130 State Street)** – Approximately 8,000 square-foot addition to the existing 64,510 square-foot building; reconfigure interior gallery, circulation and office space; comprehensive electrical and mechanical upgrade, and waterproof the roof. Community Priority square footage has been allocated for this project.
2. **Library Plaza (40 E. Anapamu)** - Proposal to upgrade landscape and hardscape areas in front of the Santa Barbara Public Library and the Faulkner Gallery along with the lower plaza area at the westerly end of Library Ave. No changes to the building are proposed.
3. **1135 San Pascual** – Proposed three unit condominium building on a lot currently developed with a single family residence, on a lot adjacent to Old Mission Creek. The existing residence is proposed to remain.
4. **Arroyo Burro County Beach (2981 Cliff Drive)** – Proposal for a new 786 square-foot restroom facility at Arroyo Burro Beach Park. The existing restrooms would be converted to storage or other beach visitor supporting functions.
5. **2334 De la Vina Street** – Proposal for three new attached residential condominium units on a 7,405 square-foot vacant lot.
6. **3435 Marina Drive** – Proposal for a new 5,990 square-foot single-family residence on a 1.12-acre vacant lot.
7. **El Estero Drain** – Revised Remedial Action Plan/ Habitat Restoration Plan.
15. **Santa Barbara Cancer Center (540 W. Pueblo Street)** - Proposal for a new comprehensive outpatient cancer treatment facility for the Cancer Center of Santa Barbara, and rental housing.
16. **Santa Barbara Museum of Natural History (2559 Puesta del Sol)** – Reduced Master Plan project focused on rehabilitating existing buildings. Proposal also includes annexation of the Museum’s Western Parcels.

Environmental Review

(Note: Some projects are on hold and others are documents prepared by other jurisdictions)

1. **1837 ½ El Camino de la Luz** – proposal for a new single-family residence on vacant bluff top lot – Revised Draft EIR (response to comments stage)
2. **Hillside House (1235 Veronica Springs Road)** – Final EIR prepared. Applicant proposed a revision to the project, which includes a 100% rental project instead of a mix of rental and ownership. Changes were presented at a Planning Commission conceptual review, and the next step is to submit a formal application for the revision.
3. **Highway 101 South Coast High Occupancy Vehicle Lanes Project** – Caltrans is preparing a Final EIR.
4. **Resource Recovery Facility** – Draft Subsequent EIR released by the County of SB with a public comment period closing on September 24, 2014.

Approval by Design Review, Planning Commission, SHO and/or Council

(Note: Projects either on hold, getting time extensions, and/or awaiting plan check submittal)

1. **Sandman Inn (3714-3744 State Street)** – Proposed revision to the previously approved mixed-use development. The revised project involves demolishing the existing 52,815 square-foot, 113-room hotel (Sandman Inn) and restaurant, and constructing 5,110 square feet of office space and 72 residential condominiums. Planning Commission approved the revised project on April 3, 2014.
2. **Arlington Village (1330 Chapala Street)** - Proposal for a three-story, mixed-use development on a 91,000 square-foot parcel. The project comprises 33 residential apartments (totaling 28,302 sq. ft.) and two commercial units (931 sq. ft.), and a 13,400 square-foot partially below-grade parking garage. HLC granted Project Design Approval August 14, 2014; City Council (on appeal) granted approval on October 28, 2013. HLC In-progress review held July 30, 2014.
3. **510 N. Salsipuedes Street (People’s Self-Help Housing)** - Proposal for a three-story, 40-unit restricted-income multi-family development with an attached 46-space garage and 3,300 square foot community center. ABR granted Final Approval with conditions on February 10, 2014; City Council (on appeal) granted approval on May 20, 2014.
4. **3885 & 3887 State Street** - Proposal for a mixed-use residential and commercial project including: demolition of the 22,500 square foot existing two-story commercial building; demolition of the existing 4,990 square foot motel; replacement of 4,500 net square feet of commercial space; the addition of 89 apartment units; and a new subterranean parking garage. ABR granted Project Design Approval on April 1, 2014.
5. **240 W. Alamar Road** – Proposal to demolish existing single-family residence and construct four restricted-income ownership units (to replace units lost at 535 E. Montecito Street). Planning Commission approved the project on July 17, 2014. ABR granted Project Design Approval on August 18, 2014.
6. **3880 State Street** – Proposal to construct 13 new apartment units in a 13,323 square foot two-story building, attached to the existing 5,442 square foot one-story office building at the center of the site. ABR granted PDA/Final Approval on January 21, 2014.
7. **128 Anacapa Street** – Proposal to construct two residential condominium units on a vacant lot. The SHO approved the project on January 22, 2014.
8. **101 S. La Cumbre Rd** – Proposal for a new, one-story, 4,737 square-foot commercial building and 27 space parking lot, on a 25,764 square-foot lot. The existing 1,737 square foot gas station, surface parking lot, and related structures will be demolished. Planning Commission (on appeal) granted approval on December 12, 2013.
9. **35 N. Calle Cesar Chavez** - Proposal to demolish and replace two existing one-story storage buildings in the same locations. Seven parking spaces are proposed to remain. The SHO approved the project on April 30, 2014.
10. **517 Chapala Street** - Proposal to construct a new three-story, mixed-use development on an 11,500 square foot lot, with six residential condominium units and one commercial condominium space.

Pending Building Plan Check or Permit Issuance

1. **Waterfront Hotel** – Building permits were issued for a 150-room hotel. The property owners are exploring revising the project to a 50-room boutique hotel. This will require a new Development Agreement, CDP and some level of environmental review. In the interim, the applicant is seeking approval of a new Development Agreement to extend the expiration of the current approvals.
2. **101 State Street** - Proposal to demolish an existing 714 square foot laundry building and 40 space parking lot and construct a new 22,133 square foot, three-story hotel with 34 guest rooms and a 33 space, at-grade parking garage. HLC granted Final Approval on November 6, 2013. Building permit application submitted December 19, 2013.
3. **412-414 Anacapa Street** – Proposal for a three-lot subdivision and construction of a three-story mixed-use development. Building permit applications submitted February 18, 2014.
4. **La Entrada** – Revisions found to be in Substantial Conformance with prior-approved project on June 27, 2013. HLC granted Project Design Approval on August 14, 2013 and Final Approval on May 21, 2014. Building plans currently in plan check.
5. **Children’s Museum (125 State Street)** – Proposed 16,691 square foot, three-story building to be used as the Children's Museum of Santa Barbara with indoor and outdoor galleries, a courtyard, and roof terrace. HLC granted Final Approval on May 23, 2012. Grading permit issued July 17, 2014; building plans currently in plan check.
6. **Montecito Country Club (920 Summit Road)** – Revisions to reduce the scope of the project found to be in Substantial Conformance with the prior-approved project that was approved by Planning Commission on September 10, 2009. ABR approval granted March 17, 2014; HLC approval granted May 14, 2014. Applications for building permits submitted in Summer 2014.
7. **608-614 Chapala Street** - Proposal to infill 5,121 square feet under an existing roof area of a 20,579 square-foot commercial building, and add 187 square feet to an existing 459 square-foot detached commercial building. Building permit application submitted May 27, 2014.