



# City of Santa Barbara

## Planning Division

### SINGLE FAMILY DESIGN BOARD

### MINUTES

**Monday, March 1, 2010**

**David Gebhard Public Meeting Room: 630 Garden Street**

**3:00 P.M.**

**BOARD MEMBERS:**

PAUL ZINK, CHAIR  
 GLEN DEISLER, VICE-CHAIR  
 BERNI BERNSTEIN  
 ERIN CARROLL  
 WILLIAM MAHAN  
 GARY MOSEL  
 DENISE WOOLERY

**CITY COUNCIL LIAISON:** DALE FRANCISCO

**PLANNING COMMISSION LIAISON:** MICHAEL JORDAN

**STAFF:**

JAIME LIMÓN, Design Review Supervisor  
 TONY BOUGHMAN, Planning Technician  
 GLORIA SHAFER, Commission Secretary

**Website: [www.SantaBarbaraCa.gov](http://www.SantaBarbaraCa.gov)**

<b>SINGLE FAMILY DESIGN BOARD OF REVIEW SUBMITTAL CHECKLIST</b> (See SFDB Guidelines & Design Review Submittal Requirements for Details)		
<b>CONCEPT REVIEW</b>	Required	<u>Master Application &amp; Submittal Fee</u> - (Location: 630 Garden Street) <u>Photographs</u> - of the existing building (if any), adjacent structures, composite panoramic view of the site, surrounding areas & neighborhood streetscape - mounted or folded to no larger than an 8.5" x 14" photo display board. <u>Plans</u> - three sets of folded plans are required at the time of submittal & each time plans are revised. <u>Vicinity Map and Project Tabulations</u> - (Include on first drawing) <u>Site Plan</u> - drawn to scale showing the property boundaries, existing & proposed structures, building & area square footages, building height, areas to be demolished, parking, site topography, conceptual grading & retaining walls, & existing landscaping. Include footprints of adjacent structures. <u>Exterior elevations</u> - showing existing & proposed grading where applicable.
	Suggested	<u>Site Sections</u> - showing the relationship of the proposed building & grading where applicable. <u>Plans</u> - floor, roof, etc. <u>Rough sketches</u> are encouraged early in the process for initial design review to avoid pursuing incompatible proposals. However, more complete & thorough information is recommended to facilitate an efficient review of the project.
<b>PRELIMINARY REVIEW</b>	Required	Same as above with the following additions: <u>Plans</u> - floor, roof, etc. <u>Site Sections</u> - showing the relationship of the proposed building & grading where applicable. <u>Preliminary Landscape Plans</u> - required for commercial & multi-family; single-family projects where grading occurs. Preliminary planting plan with proposed trees & shrubs & plant list with names. Plans to include street parkway strips.
	Suggested	<u>Color &amp; Material Samples</u> - to be mounted on a board no larger than 8.5" x 14" & detailed on all sets of plans. <u>Exterior Details</u> - windows, doors, eaves, railings, chimney caps, flashing, etc. Materials submitted for preliminary approval form the basis for working drawings & must be complete & accurate.
<b>FINAL &amp; CONSENT</b>	Required	Same as above with the following additions: <u>Color &amp; Material Samples</u> - to be mounted on a board no larger than 8.5" x 14" and detailed on all sets of plans. <u>Cut Sheets</u> - exterior light fixtures and accessories where applicable. <u>Exterior Details</u> - windows, doors, eaves, railings, chimney caps, flashing, etc. <u>Final Landscape Plans</u> - landscape construction documents including planting & irrigation plan. <u>Consultant/Engineer Plans</u> - electrical, mechanical, structural, & plumbing where applicable.

**PLEASE BE ADVISED**

- The approximate time the project will be reviewed is listed to the left of each item. It is suggested that applicants arrive 15 minutes early. The agenda schedule is subject to change as cancellations occur. Staff will notify applicants of time changes.
- The applicant's presence is required. If an applicant is not present, the item will be postponed indefinitely. If an applicant cancels or postpones an item without providing advance notice, the item will be postponed indefinitely and will not be placed on the following Single Family Design Board of Review (SFDB) agenda. In order to reschedule the item for review, a rescheduling fee will be paid and the applicant must fill out and file a Supplemental Application Form at 630 Garden Street (Community Development Department) in addition to submitting appropriate plans.
- All approvals made by the SFDB are based on compliance with Municipal Code Chapter 22.68 and with adopted SFDB guidelines. Some agenda items have received a mailed notice and are subject to a public hearing.
- The SFDB may grant an approval for any project scheduled on the agenda if sufficient information has been provided and no other discretionary review is required. Substitution of plans is not allowed, if revised plans differing from the submittal sets are brought to the meeting, motions for preliminary or final approval will be contingent upon staff review for code compliance.
- The Board may refer items to the Consent Calendar for Preliminary and Final SFDB approval.
- Conceptual comments are valid for one year. Preliminary SFDB approval is valid for one year from the date of the approval unless a time extension has been granted. Final SFDB approval is valid for two years from the date of final action unless a time extension has been granted or a Building Permit has been issued.
- Decisions of the SFDB may be appealed to the City Council. For further information on appeals, contact the Planning Division Staff or the City Clerk's office. Appeals must be in writing and must be filed with the City Clerk at City Hall, 735 Anacapa St. within ten (10) calendar days of the meeting at which the Board took action or rendered its decision.
- **AMERICANS WITH DISABILITIES ACT:** In compliance with the Americans with Disabilities Act, if you need special assistance to gain access to, comment at, or participate in this meeting, please contact the Planning Division at (805) 564-5470. If possible, notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements in most cases.
- **AGENDAS, MINUTES and REPORTS:** Copies of all documents relating to agenda items are available for review at 630 Garden St. and agendas and minutes are posted online at [www.SantaBarbaraCa.gov/sfdb](http://www.SantaBarbaraCa.gov/sfdb). **Materials related to an item on this agenda submitted to the SFDB after distribution of the agenda packet are available for public inspection in the Community Development Department located at 630 Garden St., during normal business hours.** If you have any questions or wish to review the plans, please contact Tony Boughman, at (805) 564-5470 between the hours of 8:30 a.m. to 4:30 p.m., Monday through Friday. We are closed every other Friday; please check our website for closure dates.

**LICENSING ADVISORY:**

The Business and Professions Code of the State of California and the Municipal Code of the city of Santa Barbara restrict preparation of plans for certain project types to licensed professionals. Applicants are encouraged to consult with Building and Safety Staff or Planning Staff to verify requirements for their specific projects.

Unlicensed persons are limited to the preparation of plans for:

- Single or multiple family dwellings not to exceed four (4) units per lot, of wood frame construction, and not more than two stories and basement in height;
- Non-structural changes to storefronts; and,
- Landscaping for single-family dwellings, or projects consisting solely of landscaping of not more than 5,000 square feet.

**NOTICE:**

1. On Thursday, February 25, 2010, the Agenda was duly posted on the indoor and outdoor bulletin boards at the Community Development Department, 630 Garden Street, and online at [www.SantaBarbaraCa.gov](http://www.SantaBarbaraCa.gov).
2. This regular meeting of the Single Family Design Board will be broadcast live and rebroadcast in its entirety on Wednesday at 8:00 a.m. on Channel 18.

**CALL TO ORDER.**

The Full Board meeting was called to order at 3:03 p.m. by Chair Zink.

**ROLL CALL:**

Members present: Bernstein, Deisler, Mahan, Mosel, Woolery, Zink.  
Members absent: Carroll

Staff present: Baker, Boughman, Limon, Shafer

**GENERAL BUSINESS:**

- A. Public Comment:  
No public comment.
- B. Approval of Minutes:  
Motion: Approval of the minutes of the Single Family Design Board meeting of February 16, 2010, as amended.  
Action: Bernstein/Mosel, 6/0/0. Motion carried. (Carroll absent.)
- C. Consent Calendar:  
Motion: Ratify the Consent Calendar of February 22, 2010. The Consent Calendar was reviewed by Gary Mosel with landscaping reviewed by Denise Woolery  
Action: Mosel/Woolery, 6/0/0. Motion carried. (Carroll absent.)  
  
Motion: Ratify the Consent Calendar of March 1, 2010. The Consent Calendar was reviewed by William Mahan with landscaping, reviewed by Denise Woolery.  
Action: Woolery/Bernstein, 5/0/0. Motion carried. (Mahan abstained. Carroll absent.)
- D. Announcements, requests by applicants for continuances and withdrawals, future agenda items, and appeals.  
  
Mr. Boughman announced that Erin Carroll will not attend today's meeting.
- E. Subcommittee Reports.  
See Discussion Item below.

**DISCUSSION ITEM****(3:10) NPO Two-Year Review Proposed Updates for Single Family Design Board Guidelines and Single Family Residential Design Guidelines**

Heather Baker, Project Planner, presented the proposed changes to the Board Guidelines and Residential Guidelines, as well as proposed Budget Reduction changes. Mr. Jaime Limón, Senior Planner was available to respond to questions and provide additional clarification.

Public comment was opened at 3:25 p.m. for Part II:

Raymond Appleton, Permit Planners: requested clarification of picture window guidelines, and FAR guidelines.

Public comment was closed at 3:33 p.m.

Public comment was opened at 3:53 p.m. for Part I:

Tony Fischer, Attorney, concerned about lack of definitions for terms regarding visibility when allowing administrative approvals, also commented that allowing budget considerations to determine level of design review is a disservice to the City.

Raymond Appleton: questioned language concerning trash enclosure guidelines.

Public comment closed at 3:56 p.m.

The Board requested clarification to the guidelines for project Administrative Approval eligibility. Board members expressed concern with the potential increased number of vehicles parked in public view and potential negative impact to neighborhood character and value due to uncovered parking; approval of modifications for uncovered parking are not appropriate except under extenuating circumstances.

**Motion: Recommend that Council adopt the proposed changes to the Single Family Design Board Guidelines, except Administrative Approval project eligibility and Uncovered Parking which are to be continued to the SFDB for discussion.**

Action: Mahan/Deisler, 6/0/0. Motion carried. (Carroll absent.)

**Motion: Recommend that Council do not adopt the proposed Single Family Design Board Guidelines for uncovered parking spaces.**

Action: Bernstein/Mosel, 5/0/1. Motion carried. (Woolery abstained, Carroll absent.)

**Motion: Recommend that Council adopt the proposed Single Family Design Board Guidelines for Modifications.**

Action: Mahan/Deisler, 6/0/0. Motion carried. (Carroll absent.)

**Motion: Proposed Budget Reduction adjustments and guidelines for Administrative Approval project eligibility are continued to the Full Board.**

Action: Bernstein/Mahan, 6/0/0. Motion carried. (Carroll absent.)

**SFDB-CONCEPT REVIEW (CONT.)****1. 1464 LA CIMA RD****R-1 Zone**

**(4:10)** Assessor's Parcel Number: 041-022-032  
 Application Number: MST2009-00391  
 Owner: McCosker Trust  
 Agent: Suzanne Elledge

(Proposal to remove existing non-permitted Alan block retaining walls and construct approximately 120 linear feet of reinforced CMU and Alan block retaining walls ranging in height from 3.5 to 6.5 feet. The project is located in the rear yard of a single-family residence on a 9,693 square foot lot in the Hillside Design District. A previous proposal to permit as-built walls in this location was denied without prejudice. The project will abate violations in ENF2008-00170.)

**(Second review. Action may be taken if sufficient information is provided.)**

Actual time: 4:22

Present: Margie Grace, Landscape Architect, Trish Allen, Agent; Greg Van Sande, Structural Engineer.

Public comment was opened at 4:42 p.m. The following individuals spoke in opposition:

John Cook for Don Swann, John Cook, Kathy Cook, and Tony Fischer.

A letter in opposition from Paula Westbury was acknowledged.

Public comment was closed at 4:53 p.m.

The Board asked the applicants whether they preferred a continuance or a denial; the property owner requested a motion to deny the project.

**Motion: Deny the project without prejudice with the following comments:**

1) The design violates guidelines for building within drip lines of the Oak trees.

2) The hillside is negatively affected by the proposed grading and retaining walls.

Action: Mahan/Woolery, 6/0/0. Motion carried. (Carroll absent.)

**SFDB-CONCEPT REVIEW (CONT.)****2. 557 ARROYO AVE****E-1 Zone**

**(4:35)** Assessor's Parcel Number: 035-253-025  
 Application Number: MST2009-00549  
 Owner: Michael and Diane Greenwood  
 Designer: Don Gragg

(Proposal to construct a 233 square foot first-story addition, a new 534 square foot second-story, a balcony above garage, and replacement of all windows and doors. The existing 1,433 net square foot single-family residence and attached 486 net square foot garage is located on a 10,890 square foot lot in the Hillside Design District. The proposed total of 2,686 square feet is 70% of the maximum floor to lot area ratio.)

**(Revised project is not requesting approval of a Modification. Project requires Storm Water Management Program (SWMP) compliance.)**

Actual time: 5:21

Present: Don Gragg, Designer.

Public comment was opened at 5:33 p.m.

A letter in opposition from Paula Westbury was acknowledged.

As no one wished to speak, public comment was closed.

**Motion: Continued two weeks to the Full Board with the following comments:**

- 1) Provide corrected drawings of the roof as it meets the garage.
- 2) Study the roof ridge above the garage.
- 3) Study the first-floor roof as it relates to the east-elevation second-story.
- 4) Study reducing the fireplace width.
- 5) Study the deck.
- 6) Provide section drawings of the second-level deck.
- 7) Provide a color board.

Action: Bernstein/Mahan, 6/0/0. Motion carried. (Carroll absent.)

### **REVIEW AFTER FINAL**

#### **3. 197 LOMA MEDIA RD**

**E-1 Zone**

**(5:00)**

Assessor's Parcel Number: 019-261-023

Application Number: MST2006-00704

Owner: Houston, Molly Diane

Architect: Christine Pierron

(Proposal to no longer proceed with the previously approved project and architectural style. The current proposal will completely remodel the exterior, add a 424 square foot sunroom at the rear with a deck above, alter the exterior stairs and deck at the side of the house, and new planters, steps, and stone curb in the front. The existing landscaping, site walls, and grading will remain unaltered. The existing 2,371 square foot two-story single-family residence and detached 453 square foot garage are located on a 10,850 square foot lot in the Hillside Design District. Staff Hearing Officer approval of a Modification is requested for the addition of a new door and walkway at the garage that encroach into the front setback. The proposed total of 3,248 square feet on the 10,850 square foot lot in the Hillside Design District is 84% of the maximum floor to lot area ratio.)

**(Review After Final for change of architectural style, elimination of rear landscaping and site walls, alteration to kitchen deck and stairs, elimination of landscape plan, and new exterior door for garage. Comments only; proposed revision requires Staff Hearing Officer review of a Modification.)**

Actual time: 5:45

Present: Christine Pierron, Architect.

Public comment was opened at 5:56 p.m. The following interested parties spoke in favor or opposition:

Raymond Appleton: in support.

A letter in opposition from Paula Westbury was acknowledged.

Public comment was closed at 5:57 p.m.

**Motion: Preliminary Approval of the Review After Final and continued to Consent Calendar with the following comments:**

- 1) If the roof is structurally inadequate to support two-piece Mission tile, S-tile may be replaced using the required SFDB Residential Design Guideline Conditions of Installation.
- 2) Consider outriggers at the garage roof.
- 3) Study the ball finial at the hand rail design.
- 4) Eliminate the exterior light posts and provide exterior light fixture details.
- 5) Provide a color board with revised colors.

Action: Mahan/Woolery, 6/0/0. Motion carried. (Carroll absent.)

**CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING**

**4. 2016 CLEVELAND AVE**

**R-2 Zone**

**(5:25)** Assessor's Parcel Number: 025-343-010  
 Application Number: MST2010-00031  
 Owner: Ann Napier  
 Designer: Dexign Systems

(Proposal for a 334 square foot one-story addition to the existing 1,356 square foot one-story single-family residence, demolish the existing 202 square foot one-car detached garage and construct an attached 311 square foot two-car carport, and expand an existing 64 square foot wooden deck by 41 square feet. The proposed total of 2,256 square feet on the 6,399 square foot lot in the Mission Area Special Design District is 81% of the maximum floor to lot area ratio.)

**(Comments only; project requires environmental assessment.)**

Actual time: 6:11

Present: Tony Xiques, Designer; B. J. Morgenthall, Agent.

Public comment was opened at 6:17 p.m. The following interested individual(s) spoke in favor or opposition:

Ashley Tidey: opposed.

Harold Long: in favor.

A letter in opposition from Paula Westbury was acknowledged.

Public comment was closed at 6:23 p.m.

**Motion: Continued indefinitely to the Full Board with the following comments:**

- 1) Provide a partial landscape plan for the area of the proposed driveway and carport.
- 2) Restudy the front elevation for street presence and architectural character.
- 3) Study the windows for a cohesive style.
- 4) Study the carport roof and its connection to the existing structure.
- 5) Retain the existing sandstone retaining walls. Incorporate sandstone veneer where feasible.

Action: Mahan/Woolery, 6/0/0. Motion carried. (Carroll absent.)

**CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING****5. 2522 FOOTHILL LN****A-1 Zone****(5:50)**

Assessor's Parcel Number: 021-090-031  
Application Number: MST2007-00155  
Owner: Michael Cutbirth  
Engineer: Flowers and Associates

(Proposal for a 1,022 square foot addition to the first floor and a 64 square foot addition to the second floor of an existing 3,208 square foot two-story single-family residence. The project includes permitting an as-built chain link fence and gates. There is an existing detached 498 square foot two-car garage located on the 38,873 square foot lot in the Hillside Design District. The proposed total of 4,792 square feet is 98% of the maximum guideline floor area ratio. Proposal includes the abatement of violations listed in ENF2005-01104.)

**(Action may be taken if sufficient information is provided.)**

Actual time: 6:35

Present: Keith Rivera, Architect.

Public comment was opened at 6:47 p.m.

A letter in opposition from Paula Westbury and an e-mail expressing concerns from Rich Weichbrod were acknowledged.

As no one wished to speak, public comment was closed.

**Motion: Continued two weeks to Full Board with the following comments:**

- 1) Provide a grading plan in compliance with the Storm Water Management Program. Indicate whether cut and fill are balanced on site or exported, balanced on site is preferred.
- 2) Provide a partial landscape plan in compliance with high fire requirements.
- 3) Provide cut sheets for exterior wall and landscape lights.
- 4) Provide information about the fence along the south property line and any as-built improvements on the property.
- 5) Provide a preliminary landscape plan with landscape screening to reduce the apparent height of the structure. Identify existing trees to be removed and to remain.
- 6) Provide details including hand rails and stairways.

Action: Woolery/Mahan, 6/0/0. Motion carried. (Carroll absent.)

**ADJOURNMENT**

The Full Board meeting was adjourned at 7:11 p.m.



**CONSENT CALENDAR (11:00 a.m.)****NEW ITEM****A. 1944 GIBRALTAR RD****A-1 Zone**

Assessor's Parcel Number: 021-083-004  
Application Number: MST2010-00038  
Owner: Dale E. Taylor  
Architect: John Kelley

(Proposal to reconstruct the prior 2,352 square foot two-story single-family residence destroyed in the Tea Fire. The proposal includes attached decks, a detached pool deck and pool equipment. There is an existing 600 square foot carport and a detached 244 square foot accessory structure to remain. The proposed total of 3,196 square feet on the 1.2 acre lot in the Hillside Design District is 63% of the maximum guideline floor to lot area ratio.)

**(Action may be taken if sufficient information is provided.)**

Preliminary Approval as submitted of the project with the finding that the Neighborhood Preservation Ordinance criteria have been met as stated in Subsection 22.69.050 of the City of Santa Barbara Municipal Code as submitted. 1) Size, bulk and scale are appropriate and the same as the prior house. 2) Provide a color board and details. 3) Provide Return with a Landscape Plan approved by the Fire Department.

**FINAL REVIEW****B. 376 LAS ALTURAS RD****A-1 Zone**

Assessor's Parcel Number: 019-312-021  
Application Number: MST2010-00023  
Owner: Kevin G. Cravens,  
Architect: Sherry and Associates

(Proposal for a new retaining wall along the northwest property line. The proposed wall is approximately 200 feet long and varies in height from two feet to seven feet six inches. The project includes approximately 102 cubic yards of cut in front of the wall and approximately 90 cubic yards of cut and backfill behind the wall. There is an existing two-story residence on the 1.21 acre lot in the Hillside Design District. The project includes abatement of violations in ENF2010-00155.)

Final Approval with the following conditions: 1) Wall to be Frazee color "Stonecrop" CL2884D. 2) Preliminary drainage plan appears appropriate. 3) Show Creeping Rosemary at wall.

**REVIEW AFTER FINAL****C. 365 LOMA MEDIA RD****E-1 Zone**

Assessor's Parcel Number: 019-261-005  
 Application Number: MST2008-00567  
 Owner: Winand and Erika Jeschke  
 Designer: Joe Woodruff  
 Contractor: Harlin Landscaping

(Proposal to permit seven 3.5 foot tall as-built tiered retaining walls across the width of the property at an existing single-family residence. Landscaping is proposed between the terraced retaining walls. The project will abate violations in ENF2008-01234.)

**(Second review of Review After Final of landscaping to propose dwarf citrus trees at terraced retaining walls.)**

Review After Final approved with conditions as noted on the plans: 1) The stucco wall at the street shall be painted to match the sandstone veneer of the lower portion of this wall using Pittsburg Paint "Prairie Dust" 413-4. 2) Citrus trees to be planted in a mixed pattern to be decided by owner. 3) Plant two Trailing Rosemary plants between all trees, planted close to edge for trailing downward. 3) Mechanical equipment at front wall to be painted out to match wall.

**FINAL REVIEW****D. 1617 FRANCESCHI RD****A-1 Zone**

Assessor's Parcel Number: 019-021-037  
 Application Number: MST2010-00017  
 Owner: Ronald B. and Sherri W. Adler Trust  
 Architect: Peter Becker

(Proposal for additions and remodeling for an existing 2,229 square foot three-story single-family residence and attached 451 square foot two-car garage. The project consists of a 505 square foot addition to the main floor, permitting the as-built conversion of 330 square feet of basement area to habitable space, a 256 square foot addition to the basement, and a new 103 square foot terrace. The project includes 41 cubic yards of cut and 41 cubic yards of fill grading. The proposed total of 3,185 square feet on the 2.5 acre lot in the Hillside Design District is 54% of the maximum guideline floor to lot area ratio.)

Final Approval of the project with the condition to provide a 2x6 combined with and 2x4 for top railing.

**FINAL REVIEW****E. 1933 EUCALYPTUS HILL RD****A-2 Zone**

Assessor's Parcel Number: 015-040-029  
Application Number: MST2009-00538  
Owner: Timothy H. Harris and Fiona Fitzherbert  
Designer: William Fedderson

(Proposal to construct a 418 square foot one-story addition and a 55 square foot addition to a 165 square foot detached workshop. The existing 1,937 square foot single-family residence with an attached two-car carport is located on a 17,509 square foot lot in the Hillside Design District. The proposed total of 2,575 square feet is 59% of the maximum guideline floor to lot area ratio.)

**(Final approval of architecture and landscaping is requested.)**

Final Approval with the following conditions: 1) Gate is removed from proposal. 2) Change to permeable turf block with grass or Yarrow or Dimandia groundcover; this results in a reduction in impervious surfaces. 2) Area at the carport is to remain concrete. 3) Skirting approved as submitted.

Items on Consent Calendar were reviewed by William Mahan, with landscaping reviewed by Denise Woolery. Staff present: Tony Boughman, Planning Technician II.