



# City of Santa Barbara

## Planning Division

### SINGLE FAMILY DESIGN BOARD AGENDA

AGENDA SCHEDULE IS SUBJECT TO CHANGE AS CANCELLATIONS OCCUR.  
STAFF WILL NOTIFY APPLICANTS OF TIME CHANGES.

**Monday, August 15, 2011**      **David Gebhard Public Meeting Room: 630 Garden Street**      **3:00 P.M.**

**BOARD MEMBERS:**      GLEN DEISLER, CHAIR  
                                  DENISE WOOLERY, VICE-CHAIR  
                                  BERNI BERNSTEIN  
                                  BRIAN MILLER  
                                  FRED SWEENEY  
                                  JIM ZIMMERMAN

**CITY COUNCIL LIAISON:**      DALE FRANCISCO  
**PLANNING COMMISSION LIAISON:**      MICHAEL JORDAN

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

**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 22.69 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 Project Design Approval or Final Approval will be contingent upon staff review for code compliance.
- The Board may refer items to the Consent Calendar for Project Design Approval and Final SFDB approval.
- Concept review comments are generally valid for one year. Per SBMC 22.68.110, a project design approval is valid for three years from the date of the approval unless a time extension has been granted or a building permit has been issued. Projects with a valid land use approval will also automatically extend the project design approval expiration date.
- **APPEALS:** 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, extension 3308. 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 Michelle Bedard at (805) 564-5470, extension 4551, or by email at [mbedard@santabarbaraca.gov](mailto:mbedard@santabarbaraca.gov). Our office hours are 8:30 a.m. to 4:00 p.m., Monday through Thursday, and every other Friday. Please check our website under *City Calendar* to verify 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, August 11, 2011, this 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 on City TV-18, or on your computer via <http://www.santabarbaraca.gov/Government/Video/> and then clicking City TV-18 Live Broadcast. City TV-18 will also rebroadcast this meeting in its entirety the following Wednesday morning at 8:00 a.m. An archived video copy of this meeting will be viewable on computers with high speed internet access the following Wednesday at [www.santabarbaraca.gov/sfdb](http://www.santabarbaraca.gov/sfdb) and then clicking *Online Meetings*.

**GENERAL BUSINESS:**

## A. Public Comment:

Any member of the public may address the Single Family Design Board for up to two minutes on any subject within their jurisdiction that is not scheduled for a public discussion before the Board on that day. The total time for this item is ten minutes. (Public comment for items scheduled on today's agenda will be taken at the time the item is heard.)

- B. Approval of the minutes of the Single Family Design Board meeting of **August 1, 2011**.
- C. Consent Calendar: **August 8, 2011; and August 15, 2011.**
- D. Announcements, requests by applicants for continuances and withdrawals, future agenda items, and appeals.
- E. Subcommittee Reports.

**SFDB-CONCEPT REVIEW (CONT.)****1. 3134 LUCINDA LN****E-3 Zone**

**(3:10)** Assessor's Parcel Number: 055-192-007  
 Application Number: MST2011-00257  
 Owner: Jacobs-Allen Trust  
 Applicant: Bryan Pollard

(Proposal to construct 961 square feet of residential additions to an existing two-story 1,460 square foot single-family residence. The proposed addition includes the conversion of the existing 636 square foot garage to habitable area, construction of a new 400 square foot two-car garage and a new 325 square foot second-story addition above. A new 105 square foot second-floor deck is proposed above the new garage. A total of 29 cubic yards of grading is proposed. The proposal will result in a 2,821 square foot single-family residence, located on a 6,891 square foot lot, and is 97% of the maximum floor-to-lot area ratio guideline.)

**(Second concept review. Action may be taken if sufficient information is provided. Compliance with the Tier 2 Storm Water Management Program (SWMP) is required prior to granting Final Approval. The project was last reviewed on July 18, 2011.)**

**SFDB-CONCEPT REVIEW (CONT.)****2. 108 ONTARE HILLS LN****(3:35)**

Assessor's Parcel Number: 055-160-056

Application Number: MST2011-00267

Owner: Casey Sulak

Architect: Benjamin Woodall

Owner: Security F.S.E. One-Hundred and Forty-Seven, Inc.

(Proposal to construct a new two-story 3,939 square foot single-family residence and a 677 square foot detached three-car garage located on an existing vacant 40,946 square foot lot in the Hillside Design District. The proposal includes a total of 1,373 square feet of covered porches and 488 cubic yards of grading under the main building footprint (244 cubic yards of cut and 244 cubic yards of fill) to be balanced onsite. The proposed total of 4,616 square feet is 94% of the maximum floor-to-lot area ratio guideline.)

**(Second concept review. Action may be taken if sufficient information is provided. Project requires compliance with Tier 3 Storm Water Management Program (SWMP) prior to granting Final Approval. The project was last reviewed on August 1, 2011.)**

**SFDB-CONCEPT REVIEW (CONT.)****3. 3750 MERU LN****E-3/SD-2 Zone****(4:05)**

Assessor's Parcel Number: 057-262-011

Application Number: MST2011-00090

Owner: Susan J. Quinlan

Architect: Edwards-Pitman Architects

(Proposal to construct a new 2,989 square foot, two-story, single-family residence and an attached 468 square foot two-car garage. The proposal includes the demolition of the existing single-family residence and attached two-car garage and 25 cubic yards of grading beneath the building footprint. The proposed total of 3,457 square feet, on a 15,537 square foot lot, is 79% of the maximum floor-to-lot area ratio guideline.)

**(Third concept review. Comments only; project requires Environmental Assessment. The project was last reviewed on July 5, 2011.)**

**PROJECT DESIGN AND FINAL REVIEW****4. 2547 MEDCLIFF RD****E-3/SD-3 Zone****(4:35)**

Assessor's Parcel Number: 041-362-016  
Application Number: MST2011-00151  
Owner: 2547 Medcliff, LLC  
Architect: Harrison Design  
Agent: Suzanne Elledge Planning & Permitting Services

(Proposal to construct a 1,285 square foot addition, including a 264 square foot loft and an attached 65 square foot pool equipment storage area, to an existing 2,645 square foot one-story single-family residence with an attached two-car garage. The residence is located on a 1.11 acre lot located in the Hillside Design District and in the Appealable Jurisdiction of the Coastal Zone. The proposal includes the removal of 11 existing trees, the demolition of a 91 square foot storage structure and a detached 65 square foot pool equipment shed. Other site alterations include the filling of an existing pool and construction of a new pool and spa, solar panels, new site stone and permeable patio areas, a new 436 square foot cantilevered wood deck, new site walls, fences, and landscaping, including a new six foot tall stucco wall and entry gate. A total of 335 cubic yards of grading is proposed. The proposed total of 3,930 square feet on the 1.11 acre lot is 78% of the floor-to-lot area ratio guideline. The project received Planning Commission Approval of a Coastal Development Permit on July 14, 2011 (Resolution No. 015-11).)

**(Project Design & Final Approval is requested. Project requires compliance with Planning Commission Resolution No. 015-11. The project was last reviewed on April 25, 2011.)**

**CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING****5. 2417 MEDCLIFF RD****E-3/SD-3 Zone****(5:00)**

Assessor's Parcel Number: 041-330-014  
Application Number: MST2011-00268  
Owner: Delson Family Trust  
Architect: William Demmary & Associates  
Agent: Sid Goldstien

(Proposal for alterations and additions to an existing 2,030 square foot, one-story, single-family residence and a detached 366 square foot garage on a 32,194 square foot lot located in the Hillside Design District. The proposal includes a total of 334 square feet of one-story additions to the residence and alterations and additions to the existing garage to result in a new 498 square foot attached two-car garage. The proposed total of 2,862 square feet is 60% of the maximum floor-to-lot area ratio guideline. The project requires Staff Hearing Officer review for a Coastal Development Permit and zoning modifications to allow a six foot tall fence and rolling security gate to be located on the front property line.)

**(Comments only; project requires Environmental Assessment and Staff Hearing Officer review of a Coastal Development Permit and requested zoning modifications.)**

**CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING****6. 1110 ALAMEDA PADRE SERRA****E-1 Zone**

**(5:35)** Assessor's Parcel Number: 019-242-022  
Application Number: MST2011-00282  
Owner: Traci Marie Kelemen  
Architect: Howard Wittausch

(Proposal to address violations listed in enforcement case ENF2009-00392 which involves a series of site work located on a 9,413 square foot lot in the Hillside Design District. The proposed project includes returning the "as-built" 420 square foot two-car garage back to the original permitted two-car carport, providing a new uncovered on-site guest parking space, demolition of existing "as-built" site retaining walls, construction of a series of new engineered site retaining walls, a new 5-foot tall driveway gate, and a new eight foot tall wood fence on the rear property line. The proposed project would require 405 cubic yards of site grading. The project requires Staff Hearing Officer review of requested zoning modifications to allow over-height driveway gate and retaining walls, and guest parking to be located within the required interior and front setbacks. A Public Works encroachment permit is also being pursued for the replacement of an "as-built" retaining wall located within the city public right-of-way.)

**(Comments only; project requires Environmental Assessment and Staff Hearing Officer review for requested zoning modifications.)**

**CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING****7. 2425 CALLE GALICIA****E-1 Zone**

**(6:10)** Assessor's Parcel Number: 041-412-003  
Application Number: MST2011-00320  
Owner: Miguel Alejandro Munoz  
Architect: On Design Architects

(Proposal to construct a new 832 square foot second-story addition and a 42 square foot one-story addition to an existing 2,316 square foot single-family residence, including an attached 443 square foot two-car garage. The proposal includes new stairs, terraced 3.5 foot tall site retaining walls and patio area in the front yard, and a new 167 square foot second-story deck over the rear yard. The proposed 3,190 square foot residence, located on a 10,107 square foot lot in the Hillside Design District, is 85% of the maximum required floor-to-lot area ratio guideline.)

**(Action may be taken if sufficient information is provided. Project must provide compliance with Tier 2 Storm Water Management Program (SWMP) prior to Final Approval.)**

**CONSENT CALENDAR – SEE SEPARATE AGENDA**