

# ARCHITECTURAL BOARD OF REVIEW GENERAL DESIGN GUIDELINES & MEETING PROCEDURES



Prepared By

COMMUNITY DEVELOPMENT DEPARTMENT

CITY OF SANTA BARBARA

CALIFORNIA

*Adopted in 2003*

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## **ARCHITECTURAL BOARD OF REVIEW GOALS**

The Architectural Board of Review (ABR) is guided by a set of general goals that define the major concerns and objectives of its review process. These goals are:

- A. to protect the historic and architectural qualities of Santa Barbara;
- B. to protect the beauty and ecological balance of Santa Barbara's natural resources;
- C. to insure development and building consistent with the policies of the General Plan and Zoning Ordinance;
- D. to promote high standards in architectural and landscape design and the construction of aesthetically pleasing structures;
- E. to ensure appropriate building massing (including size, mass, bulk, height and scale) in relationship to its site location and the surrounding neighborhood;
- F. to improve the general quality of the environment and promote conservation of natural and manmade resources of the City;
- G. to encourage planning which is orderly, functionally efficient, healthful, convenient to the public, and aesthetically pleasing;
- H. to encourage high standards of livability of projects and safety of residents;
- I. to promote neighborhood compatibility;
- J. to encourage the preservation of pre-1925 and Hispanic styles of architecture;
- K. to promote visual relief throughout the community by preservation of public scenic ocean and mountain vistas, creation of open space, and variation of styles of architecture;
- L. to preserve creek areas through restoration, maintenance, and enhancement, and to discourage removal of significant trees and foliage removal;
- M. to encourage landscape design that utilizes water-wise plants and the most efficient irrigation technology available for the protection and conservation of our water resources; and
- N. to ensure that the review process is fair and consistent both in policy and implementation to allow all who are involved to benefit from the process.

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## INTRODUCTION

### **Purpose of the Architectural Board of Review General Design Guidelines & Meeting Procedures**

The Architectural Board of Review (ABR) Guidelines set have been developed to ensure high design standards are maintained in development and construction in the City of Santa Barbara. They are also intended to clarify the goals and policies of the ABR for the understanding of the public and those who enter the application process. In addition to ABR-specific guidelines, there are other City design guidelines found in separate documents that may apply to projects within the jurisdiction of the ABR. Other City design guidelines provide more detailed direction for some projects. However, many ABR projects are not in an area with other guidelines. These guidelines clarify ABR criteria for reviewing plans throughout the City.

### **Architectural Board of Review Background and Purpose**

- **Background.** The ABR was established by ordinance on July 16, 1925, and met for seven months before being dissolved. It was re-established by ordinance in 1947. In 1949, the ABR was designated a Charter Committee by popular vote. Currently, the ABR consists of seven members, two of whom must be licensed architects, one a landscape architect, and three other professionals in related fields such as design or engineering. A quorum consists of four members, one of whom is an architect.
- **Purpose.** The ABR is charged with the responsibility promote the general public welfare of the City and to protect and preserve the natural and historical charm and beauty of the City and its aesthetic appeal and beauty. Santa Barbara has, for many years, enjoyed a widespread reputation for its distinctive buildings and the generally pleasing inter-relationship of these buildings with plantings, parks, beaches and the harbor, against a background of gently rounded foothills and mountains. The beauty and charm of this picture has enhanced the basic attraction of its year-round mild and equable climate.

Santa Barbara's distinctive architecture is a regional style with a Mediterranean influence. It reflects the City's historic past and complements its setting in the natural environment. The successful adaptation of these architectural forms, with ingenious variations to meet modern needs, using simple materials, generous landscaping, human scale and soft colors, has resulted in the achievement of an architectural harmony that distinguishes Santa Barbara from other cities. It is essential for rational and continued improvement of our community that these important facts be recognized. It is paramount that property owners, architects and builders use initiative and their best judgment and talents toward development of buildings of character that harmonize with their surroundings and are suitable for proposed sites.

### **Guideline Interpretation and Application**

The ABR is guided by a set of general goals that define the major concerns and objectives of its review process. These goals are listed on the inside of the cover of this document. These guidelines help to define how ABR carries out the goals.

These guidelines are designed to guide the ABR members and the public and are not intended to be binding in nature. Although failure to meet the Guidelines can form a basis for denial of the design of a project, non-compliance with these Guidelines shall not be grounds to invalidate any action taken by the ABR, nor shall such non-compliance constitute a cause of action against the City or its officers, employees or agents concerning any matter.

### **Project Compatibility Considerations**

The ABR shall consider the Project Compatibility Criteria in SBMC §22.68.045 when it reviews and approves or disapproves the design of a proposed development project. These guidelines assist the ABR in considering the Project Compatibility Criteria listed below:

1. **Compliance with City Charter and Municipal Code; Consistency with Design Guidelines.** Does the project fully comply with all applicable City Charter and Municipal Code requirements? Is the project's design consistent with design guidelines applicable to the location of the project within the City?
2. **Compatible with Architectural Character of City and Neighborhood.** Is the design of the project compatible with the desirable architectural qualities and characteristics which are distinctive of Santa Barbara and of the particular neighborhood surrounding the project?
3. **Appropriate size, mass, bulk, height, and scale.** Is the size, mass, bulk, height, and scale of the project appropriate for its location and its neighborhood?
4. **Sensitivity to Adjacent Landmarks and Historic Resources.** Is the design of the project appropriately sensitive to adjacent Federal, State, and City Landmarks and other nearby designated historic resources, including City structures of merit, sites, or natural features?
5. **Public Views of the Ocean and Mountains.** Does the design of the project respond appropriately to established scenic public vistas?
6. **Use of Open Space and Landscaping.** Does the project include an appropriate amount of open space and landscaping?

### **Relationship to Other Documents**

1. **Relationship to the General and Coastal Plans.** The Santa Barbara General Plan contains policies and direction regarding the visual aspect of development, neighborhood compatibility, and landscaping. The Zoning Ordinance and these ABR General Design Guidelines & Meeting Procedures are designed to implement the General Plan and Coastal Plan policies. The General Plan contains descriptions of the character of individual neighborhoods and sets a vision for individual sustainable neighborhood features, community design, and historic preservation.
2. **Relationship to Zoning Ordinance.** The Zoning Ordinance contains standards with which plans must comply. In using the Design Guidelines, Code requirements prevail over the guidelines. These guidelines are intended to augment the Santa Barbara Municipal Code (SBMC) by providing guideline details to complement topics in the Code, as well as to provide guidelines on additional topics.

3. **Zoning Ordinance Standards and Project Compatibility Criteria.** The Zoning Ordinance establishes standards, allowances, and restrictions to which development projects must adhere. The Zoning Ordinance includes specific minimum standards (e.g., minimum requirements for open space and setbacks) and maximum standards (e.g., maximum building height, maximum residential density), which collectively define a development envelope on a property. In addition to compliance with the Zoning Ordinance, multi-unit residential, mixed-use, and non-residential development is also subject to design review where projects are individually evaluated by an appointed advisory board for consistency with design guidelines, desirable architectural qualities, appropriate size, mass, bulk, height, and scale, sensitivity to historic resources, public views, and appropriate amount of open space and landscaping. These criteria are listed in SBMC §22.68.045 as the Project Compatibility Considerations. The ABR shall consider these criteria in their review of projects prior to granting Project Design Approval. In that context, although a project may comply with the limits of the development envelope (e.g., minimum open space and landscaping, and under the maximum building height), it may be deemed inconsistent with the Project Compatibility Considerations, and found not approvable.
  
4. **Average Unit Size Density Incentive Program (AUD).** The AUD Program is intended to encourage smaller housing units, locate units closer to transit services and recreational opportunities, and encourage workforce housing. The AUD Program allows increased residential density for projects developed with smaller housing units, and offers incentives for such projects which provide flexibility in development standards such as reduced setbacks, open space, number of stories, and parking requirements. However, there is a balance between advancing the objectives of the AUD Program and approving an appropriately designed project. The characteristics of each project site and its context and surroundings must be evaluated to ensure proposed development fits into a neighborhood. In some cases, an AUD development may not be able to fully utilize all the available development incentives allowed under the program and still be able to achieve an acceptable degree of project compatibility under the Project Compatibility Criteria.

The ABR shall consider the objectives and available incentives of the AUD Program when reviewing a project for consistency with the Project Compatibility Criteria and applicable design guidelines. The ABR shall make deliberative findings and fully explain how all Project Compatibility Criteria have been evaluated.

Finally, it is also important to understand that the Zoning Ordinance allows large multi-story developments in some areas and these can be a catalyst toward development of other larger buildings in the neighborhood. This is especially true in neighborhoods that are designated for high density, multi-unit development, but are currently developed at much lower residential densities, lower building heights, and with fewer multi-story buildings.

## **Guideline Organization**

These ABR General Design Guidelines and Meeting Procedures are divided into three parts in addition to this introduction. Part 1 contains the Architectural Design Guidelines. Part 2 contains

guidelines for projects which require landscape plans. Part 3 explains the ABR Meeting Procedures and Staff's role in ABR agenda preparation.

### **Other City Design Guidelines**

A number of other city guidelines described below also include direction regarding architectural appearance, site design and landscaping. These ABR General Design Guidelines & Meeting Procedures are compatible with those guidelines and are more detailed on some subjects than the other guidelines. However, if these "ABR General Design Guidelines and Meeting Procedures" and one or more of the other specific area or other special district guidelines address the same issue, the other design guidelines applicable to the specific area or topic would prevail over these ABR General Design Guidelines & Meeting Procedures. (See SBMC §22.68.060).

In addition to the basic guidelines outlined in the ABR's Architectural and Landscape Design Guidelines, other guidelines for specific types of development and for specific areas of the City have been prepared with input from the ABR, Historic Landmarks Commission, Planning Commission, and others. Other guidelines are contained in separate documents and include the following:

- A. **Airport Design Guidelines.** These Guidelines were established to recognize the aviation-oriented architecture in this area and to protect the theme established by the Mediterranean style of the airport terminal. The Guidelines apply to all property in the airport area.
- B. **Haley-Milpas Design Manual.** The purpose of these guidelines is to assist the public in the Haley-Milpas area in improving the appearance of their properties. Goals in this area are to provide a more human-scaled and pedestrian environment; to give more attention to details to provide more interest and feeling; and to encourage mixed-use development to accommodate the mix of uses already existing in the area. U.S. Highway 101, Santa Barbara, Ortega, Salsipuedes and Haley Streets, and the properties facing Milpas Street bound this area.
- C. **Highway 101 Santa Barbara Coastal Parkway Design Guidelines.** The purpose of the Highway 101 Santa Barbara Coastal Parkway Design Guidelines is to preserve the historic character and visual quality of the segment of Highway 101 located within the City's Coastal Zone. The guidelines are intended to help the City, the California Department of Transportation (Caltrans) and other interested agencies maintain this segment of highway in a manner consistent with its historic character while allowing for necessary traffic and safety improvements to maintain access through the City's Coastal Zone. Additionally, these guidelines are referred to as part of Caltrans courtesy reviews for their projects in other areas of the city.
- D. **Lower Riviera Special Design District Guidelines.** These guidelines direct development within and adjacent to the Bungalow District to be compatible with the architectural character of the Bungalow District. The guidelines assist property owners, architects, contractors, and hearing review bodies in designing projects that will be appropriate, compatible, and beneficial to the Bungalow District and to assist the City in reviewing applications for new projects and alterations to structures within, and in close proximity to, the Bungalow District.

- E. **Outdoor Lighting and Streetlight Design Guidelines.** These guidelines itemize acceptable standards for outdoor lighting installations throughout the City. The guidelines recommend specific outdoor lighting design standards to avoid excessive glare.
- F. **Outdoor Vending Machine Design Guidelines.** These guidelines establish design standards for screening, location, signage, illumination and appearance of outdoor vending machines to minimize negative visual impacts related with these installations.
- G. **Passive Solar Design Guidelines and Recognition Program.** The best way to reduce energy consumption is through conservation. The Passive Solar guidelines encourage building siting, orientation, materials, construction techniques and landscaping to reduce long-term energy needs for new developments.
- H. **Sign Review Guidelines.** These guidelines itemize acceptable standards for the placement of signs throughout the City. The guidelines describe specific points of Sign Committee review, which promote aesthetic signage, and graphic design that enhances the architectural style or historical quality of a building.
- I. **Solar Energy System Design Guidelines and Recognition Program.** This document specifies how to achieve a solar energy system that is high performing as well as aesthetically well integrated with its surrounding location, and therefore eligible for a recognition award from the City of Santa Barbara.
- J. **Upper State Street Area Design Guidelines.** The Upper State Street Area is an area generally on both sides of State Street from Constance Avenue to the westerly City limits. It also includes upper De la Vina Street from Constance Avenue to State Street; commercially developed areas along Hope Avenue, Hitchcock Way and La Cumbre Road; and the commercial areas along Calle Real and Pesetas Way. The Upper State Street area is divided into six separate neighborhoods. It is recognized that each of these areas is different and requires unique architectural solutions. These Guidelines describe the different neighborhoods and provide assistance for development designs to be compatible with the neighborhoods. In addition, there are special landscaping guidelines for the Upper State Street Area.
- K. **Urban Design Guidelines.** These Guidelines apply to the urban grid area of the City. The intent of the Guidelines is to ensure that traditional design principles and pedestrian-friendly design concepts are incorporated into development proposals. The Guidelines provide design criteria illustrations for design professionals, the public, and the ABR to evaluate development proposal consistency with appropriate design principles.
- L. **Waterfront Area Design Guidelines.** These Guidelines establish a general design theme, which emphasizes the area's proximity to the ocean and harbor areas. These Guidelines apply to all property in the area of the harbor and Pershing Park, as well as properties south of U.S. Highway 101 between Castillo Street on the west and the City limits on the east.
- M. **Wireless Communication Facilities/Antenna Design Guidelines.** These guidelines establish design standards for the screening, location, and appearance of wireless communication facilities to minimize adverse visual impacts related with these installations.



## PART I

### ARCHITECTURAL DESIGN GUIDELINES

#### **Purpose of the Architectural General Design Guidelines.**

These Architectural Design Guidelines have been developed to ensure high standards of design are maintained in development and construction in the city of Santa Barbara. They are also intended to clarify the public's understanding of the goals and policies of the Architectural Board of Review (ABR). The Architectural Design Guidelines are intended to provide a clear statement of preferred design solutions and building materials considered acceptable by the ABR. Generally, these guidelines apply to both commercial and multi-family residential projects, unless the individual guideline specifies a more narrow scope of application. Projects proposing infill development or redevelopment are also subject to the Infill Design Guidelines in Section 3 below. The Infill Design Guidelines describe what it means for a project to be compatible, and offer a menu of design techniques and approaches that projects can use to complement existing buildings, preserve neighborhood character, and integrate into existing neighborhoods.

#### **SECTION 1            Site and Surrounding Area Considerations**

1.1.1 **Relation to Site.** Buildings should be designed to relate to the site's existing landforms and contours and to present an integrated appearance. Over-building of a site may be considered grounds for project denial.

#### 1.1.2 **Area Compatibility – Commercial and Multi-Family Residential**

A. **General.** In areas which possess examples of distinctive architecture, structures and additions should present a harmonious character to not clash or exhibit discord with the particular surrounding area in which they are placed. Structure elements should be consistent with the best elements that distinguish the particular area in which they are proposed. These elements include, but are not limited to:

- volume
- size
- massing
- proportion
- scale
- bulk
- rooflines
- colors
- textures
- materials

Consideration of the existing setback and patterns of development in the particular area can also be important.

B. **Areas without Distinctive Architecture.** In areas which do not possess examples of distinctive architecture, structures and additions should be designed to lead the area toward designs which are harmonious with Santa Barbara's distinctive built environment.

C. **Transitional Areas.** When a project is within close proximity to a landmark or historic district, consideration may be given to that district's guidelines (SBMC §22.22.100 B). In these areas, project design should promote a smooth transition from one usage area or architectural style to the next. Special attention to consistency with the City's Urban Design Guidelines is recommended.

- D. **Landmarks or Structures of Merit.** Projects within close proximity to a landmark or structure of merit should be sympathetic to the existing context of the landmark or structure of merit.

## **SECTION 2 Architectural Imagery**

- 1.2.1 **Building Design Compatibility and Consistency.** Buildings shall demonstrate compatibility in materials and consistency in style throughout exterior elevations. Building components such as windows, doors, arches and parapets should have proportions appropriate to the architecture. Additions should relate to the existing building in design, details, colors, and materials.
- 1.2.2 **Architectural Styles.** The ABR does not mandate required architectural styles for specific areas or locations; however, consideration should be given to several factors that influence the ABR's preference concerning proposed architectural styles. Factors such as an area's prevailing architectural styles, area compatibility and structure visibility are factors which should be considered. One of the ABR's stated goals is to encourage the preservation of pre-1925 and Hispanic styles of architecture. In addition, traditional architectural styles based on the City's Hispanic tradition are preferred at locations that are highly visible to the public such as: gateway or entry points into the City, hillside development, and locations in close proximity to El Pueblo Viejo Landmark District and Mission Area Special Design District.
- 1.2.3 **Building Materials.** Architectural style expressed through building materials, colors, design, exterior treatment, roof articulation and overall design in construction should be of good quality and durable exterior materials. Typical architectural enhancements include:
  - A. High quality construction and materials for exterior finishes
  - B. Wood windows, recesses, articulation of openings, wood shutters, ornamental ironwork
  - C. Enhanced landscaping, paving and/or decking
  - D. Heavy timber trellis or arbor structures
  - E. Stonework and/or tile work on walls
  - F. Front entry elements and/or porches
  - G. Enhanced or high-quality roofing materials
  - H. Exposed downspouts and gutters painted or made of copper materials

## **SECTION 3 Infill Design Guidelines**

### **1.3.1 Purpose of the Infill Design Guidelines.**

The Infill Design Guidelines supplement the Guidelines in Section 1, Site and Surrounding Area Considerations; and Section 2, Architectural Imagery. The purpose of these guidelines is to ensure that infill development complements existing buildings, preserves neighborhood character, and is well integrated into the neighborhood with a cohesive and well-thought out design. Compatible designs respect the existing neighborhood context,

character and adjacent structures through compatible building massing (height, scale and location), and incorporate building design principles and streetscape elements that are attractive. In addition, appropriate open space designs incorporate features that increase livability of projects and safety of occupants.

- 1.3.2 **Compatibility.** For the purposes of design review, “compatibility” is defined as a project’s ability to integrate harmoniously with the desirable architectural qualities and characteristics which are distinctive of Santa Barbara and the immediate neighborhood. A study of the ten (10) closest properties, and additional properties as needed, can be a tool used in evaluating neighborhood compatibility.

The following should be considered in achieving compatibility:

- A. Contextual setting (streetscape, surrounding structures, street trees, parks)
- B. Patterns of development in the particular area
- C. Architectural style
- D. Size, mass, bulk, height, and scale
- E. Proximity to, and interface with, historic resources, historic districts, historic sites, or natural features
- F. Design intent and overall concept of the project and land use designation of the site

### 1.3.3 **Design Techniques and Approaches**

The Infill Design Guidelines are organized in sections: Building Design, Height and Massing; Open Space and Landscaping; Livability and Privacy; and Historic Resources. Each section lists some possible design techniques and approaches that can be employed in order to achieve the objectives in the Project Compatibility Criteria. Other creative and innovative design techniques and approaches may be considered in order to achieve the intended objectives of the listed guidelines.

- A. **Building Design, Height and Massing:** Appropriate building design, height and massing contributes to Santa Barbara’s quality, sense of place and compatibility. These guidelines seek to ensure a project is compatible with the neighborhood through appropriate mass, bulk and scale. In addition, the design should be well integrated into the neighborhood with a cohesive and well-thought out design. Massing refers to the building’s physical form including size, mass, bulk, scale and height. Massing is influenced by specific design features and architectural treatments that may be used to express or break up the massing of a building including: variations in building height, setbacks, stepping back recessed volumes, and other strategies to provide a response appropriate for the surrounding context.

It is recognized that not all techniques or approaches are appropriate or practical for every development project. Where appropriate, consider applying as many of the design techniques and approaches listed below as needed to result in an appropriate size, mass, bulk, height, and scale of the building and achieve compatible building design and massing:

1. Design new buildings to enhance and fit into the streetscape. Consider all design elements for compatibility with adjacent buildings and with the immediate neighborhood.
2. Setting back a building more than the Zoning Ordinance requirement may be necessary to be compatible with the general alignment of the setbacks of neighboring properties and to reduce apparent building mass along the street.
3. Avoid massing that overwhelms adjacent buildings and streetscapes. Stepping back upper floors can mitigate overall mass of the building.
4. Reduce the overall floor area of the building by decreasing the average unit size, number of units, bedrooms or bathrooms per unit. The floor-to-lot-area ratio (FAR) can be used to evaluate if the project may be too large for the size of the lot.
5. It may be necessary to reduce the plate heights to lower overall building height and massing. Plate heights should relate to the size and use of the occupancy type.
6. Use variation in height and roofline to reduce the perceived height of the building.
7. Step down larger buildings in height adjacent to smaller buildings, especially if adjacent buildings are historically significant.
8. Open stairs leading to upper floors or the roof top can help reduce building mass. (When allowed by building code.)
9. Design parking to minimize building mass and height and to maximize functional open space and landscaping. Stacked parking and at-grade podium designs can increase building height, while underground parking can lower building height and reduce mass.
10. Provide articulation to reduce the apparent mass and scale of the building, and to be sensitive to the neighborhood.
11. Organize the street facades of a large development or building into several visually distinct parts to create the appearance of several smaller buildings.
12. Divide a larger building mass into smaller components similar in size to adjacent structures to reduce the overall mass of the building. Consider all elevations of the project.
13. Buildings should be within the range of heights seen in the neighborhood. Careful consideration should be given when proposing a building with more stories than surrounding buildings. Three or four story buildings may not be appropriate in all neighborhoods.
14. Encourage the use of traditional building materials compatible with neighborhood styles.

- B. **Site Planning for Open Space and Landscaping:** Open space and landscaped areas contribute to the City's natural beauty and enhance the overall quality of life,

aesthetic appearance, and sense of place that is distinctive to the Santa Barbara community. Open space and landscaping break up the monotony of paved and built surfaces and contribute to a cleaner environment and healthier, livable neighborhoods. A generous amount of open space and landscaping is considered a positive enhancement to a project. Functional common and private open space enhances the quality of life for the occupants. Setbacks also serve to provide a sense of openness and continuity and enhance the environment. Interior setbacks can provide a buffer between adjoining properties and structures and allow for useable common and private outdoor gathering areas.

It is recognized that not all techniques or approaches are appropriate or practical for every development project. Where appropriate, consider applying as many of the following design techniques and approaches listed below as needed to achieve appropriate open space and landscaping:

1. Provide significant landscaping and trees at the ground level, particularly in areas that can screen and soften the larger masses of the building.
2. Include landscape buffers between surface parking, hardscape, and buildings.
3. For larger residential developments, combine and/or increase the amount of functional common open space and landscaped areas to accommodate amenities, such as play areas for children, recreational facilities, and outdoor gathering areas.
4. Landscaping on upper level decks may be appropriate as a method to increase livability and soften the mass of the building.
5. Preserve and incorporate existing natural landscape features and mature trees into new development. If not preserved, provide sufficient new landscaping.
6. Designs with parking garages under buildings or with stacked parking could help provide additional area on the site for open space and landscaping.

Part II of this document is the ABR Landscape Design Guidelines which has additional guidelines related to Site Planning for Open Space and Landscaping in sections on: Site Layout and Massing (Section 2.2.1), Parking Lots (Section 2.2.5), Additional Guidelines for Commercial/Industrial, Multi-Family and Residential Projects (Section 3), and Tree and Vegetation Preservation (Section 4).

- C. **Livability and Privacy:** The concept of livability is broad and can take on different meanings; however, for the purpose of these infill design guidelines, the concept of “livability” considers a person’s quality of life as it pertains to their place of residence or employment. Desirable livability design features including useable, functional, common and private open space, access to light and air, safety, and privacy from neighboring properties are considered important amenities to enhance quality of life for occupants. Meeting with adjacent neighbors to discuss livability and privacy considerations prior to beginning the City application process

is strongly encouraged.

It is recognized that not all techniques or approaches are appropriate or practical for every development project. Where appropriate, consider applying as many of the design techniques and approaches listed below as needed to enhance the livability of the project:

1. Provide appropriate useable open space to accommodate gathering, playing, and seating areas for residents. In some cases above-grade open space such as roof decks may be an acceptable substitute for on-grade open space if it provides adequate functional space, preserves privacy, and does not pose massing, height, and other aesthetic concerns.
2. Certain projects in certain zone districts do not have required setbacks from interior property lines. In specific cases, it may be appropriate to set back the proposed development in order to provide greater livability, light and air, and privacy for users of the proposed development and adjacent development.
3. Design parking to avoid conflict with living areas, but still be easily accessible to residential units.
4. Provide pedestrian pathways to create safe and efficient connections to on-site buildings, the public right-of-way, adjacent properties, and the neighborhood.
5. Design projects with visible entrances, lobbies, and gates from public sidewalks and streets.
6. Provide clearly demarcated, accessible, and lighted pathways between sidewalks and building access points to establish a sense of presence and safety.
7. Use courtyards, paseos, gardens and other outdoor areas to enhance open spaces.
8. Design projects to comply with the City's Outdoor Lighting Ordinance and Guidelines.
9. Place windows to avoid direct views into neighboring windows by offsetting or staggering with neighbors' window locations.
10. Avoid placing larger upper-story windows overlooking the rear yards of adjacent properties.
11. Locate upper-story balconies and decks to minimize loss of privacy for neighboring properties.
12. Set back upper floors or increase side and rear yard setbacks to pull windows farther away from neighboring residents.
13. Orient upper story decks to face the street or away from neighboring windows, openings, and yards.

Part II of this document is the ABR Landscape Design Guidelines. Part II, Section 2, General Guidelines contains additional guidelines related to utilizing landscaping to enhance privacy.

## **SECTION 4            Historic Resources**

**1.4.1 Historic Resources Element.** The Historic Resources Element of the General Plan contains a goal to “Protect the significant contribution made by Santa Barbara’s neighborhood historic resources to the City’s charm and sense of historical context.” Historic Resources Element Policy HR1 – Protect Historic and Archaeological Resources, seeks to protect the heritage of the City by preserving, protecting and enhancing historic resources, and Policy HR2 – Ensure Respectful and Compatible Development, directs that all development respect historic resources and the overall historic character of the City. Implementation Actions HR2.1 thru HR2.5 specifically address construction in proximity to historic resources, and that development shall be designed, sited and scaled to be compatible with their historic neighbors and with public enjoyment of the historic site. The following guidelines are intended to implement Policy HR2.

**1.4.2 Demolition Review Study Area.** Project sites within the City’s Demolition Review Study Area containing older structures, site features, or landscape features must be researched to determine if they are potentially historically significant, or eligible to be designated as historic resources. Evaluation and protection of archaeological resources, historic resources, or trees are governed by policies, laws and regulations of the Municipal Code and at the state and federal levels. Consultation with the City’s Urban Historian is required for demolition or substantial alterations proposed for structures and for the proposed removal of any potentially historic site feature such as walls or landscaping. Existing historic structures and historic site features such as walls, gates, stairways, and specimen trees should be preserved and included as a part of the overall plan where feasible.

**1.4.3 Infill Projects.** Infill development projects involving historic resources shall preserve, protect, and enhance those resources. Projects on sites adjacent to historic resources shall respect and be compatible with the adjacent resources.

**A. Project Sites Containing Historic Resources:** If a project parcel contains potentially historic or designated historic resources the project shall be reviewed by the Historic Landmarks Commission (HLC). The Urban Historian can assist the HLC by identifying particular issue areas where the proposed development must show consideration and sensitivity to historic resources on the site.

**B. Projects Adjacent to Historic Resources:** The ABR is the review body for projects in proximity to historic resources. (However, the HLC is the review body for all projects within El Pueblo Viejo Landmark District or another landmark district.)

This section of guidelines helps to ensure that infill development is appropriately sensitive to adjacent historic resources, is compatible, and maintains a balance between historic resources and new construction.

It is recognized that not all techniques or approaches are appropriate or practical for every development project. Consultation with the City Urban Historian is required to determine which of the design techniques and approaches listed below should be followed to demonstrate sensitivity to historic resources:

1. Architectural styles of new or remodeled buildings should be compatible and fit with the character of adjacent structures.
2. Special consideration shall be given to setbacks for projects adjacent to historic resources and/or historic patterns of development to be compatible with other historic resources on the street.
3. Design interior setbacks to maintain an appropriate distance to provide views to the resource, appropriate light and air, and avoid impacts such as crowding or looming over adjacent historic resources.
4. Location of parking and garages should be sensitive to adjacent historic resources.
5. Orient the front entrance of the building to the street and clearly identify the front entrance unless this is not the predominant pattern on the street.
6. Larger buildings should be stepped down in height as they approach smaller adjacent historic resources.
7. Design the front façade to appear similar in scale with adjacent historic resources.
8. Align foundation and floor-to-ceiling heights to be sensitive to adjacent historic structures.
9. Align eaves, cornices, and ridge lines to be compatible with those of the neighboring historic structures.
10. Design the front of buildings to have a similar rhythm and pattern of window and door openings as those of the existing streetscape.
11. Incorporate materials and colors similar to those traditionally used in neighboring historic structures.

## **SECTION 5 Multi-Family Accessory Buildings, Garages, and Carports**

- 1.5.1 **Garages.** Where possible, garages should not front or face the street. If the garage faces the street, windows and other architectural detailing should be used on garage doors to eliminate a blank appearance.
- 1.5.2 **Multi-Family Residential Accessory Buildings.** In multi-family residential zones, accessory buildings should not be large or located in visually prominent areas that detract from the neighborhood's quality.
- 1.5.3 **Multi-Family Residential Construction Over Carports.** In multi-family residential zones, construction over carports is discouraged unless there are special considerations. Garages are more appropriate than carports on the ground floor of multiple story buildings as they provide a more visually substantial mass to support the visual mass of upper stories.

## **SECTION 6 Utilities and Equipment**

- 1.6.1 **Utility Screening.** Utilitarian facilities, such as electrical transformers, satellite dishes, backflow prevention devices, loading docks, and maintenance or trash storage areas generally should be located with consideration first of public views of the project and second with consideration of neighboring structures and must be appropriately screened.
- 1.6.2 **Rooftop Equipment.** Equipment should be screened. Screening should present an integrated appearance with the overall building.
- 1.6.3 **Solar Energy Systems.** Applicants are encouraged to consider solar panel installations which are high performing and aesthetically well-integrated, consistent with the City's Solar Energy System Design Guidelines.
- 1.6.4 **Skylights.** Skylights can be a source of natural lighting; however, they can often become the source of unnecessary heat gain in summer and heat loss in winter. Clerestory windows or "solar tubes" (see item D, below) are often recommended as a better way to meet natural lighting needs and maintain an energy-efficient structure.
1. Skylights are allowed when they are compatible with the architectural style of the building in which they are proposed and when they are compatible with the character of the surrounding neighborhood.
  2. Flat skylights, made of non-reflective materials, are the preferred skylight type.
  3. White plastic skylights or small dome shaped skylights may be acceptable if the skylights are screened by existing parapets, roofs, building forms or other equipment and it can be clearly demonstrated that the proposed skylights are not readily visible from adjacent properties or public ways.
  4. Plastic domed solar tube skylights may be allowed if placed in areas that are not highly visible to the public.
  5. The cumulative impacts of exposed roof equipment shall be a consideration when determining the appropriate size, quantity and type of skylights proposed.

1.6.5 **Site Lighting.** Outdoor lighting shall comply with the Outdoor Lighting Design Guidelines.

## **SECTION 7 Sustainable Building and Site Design, Including Energy Efficiency**

The built environment has a profound impact on our natural environment, economy, health and productivity. Building sustainably is a design and construction method that recognizes this impact and focuses on creating buildings that minimize the impact on the environment while positively affecting the economy and the health of the building occupants. To address these impacts, building sustainably focuses on four major components:

1. Energy and Water Conservation
2. Site Planning
3. Material and Resource Use Reduction
4. Indoor Air Quality Improvements

Building sustainably is encouraged as much as possible.

1.7.1 **Energy Efficiency.** Buildings shall be designed and oriented to maximize energy efficiency and conservation including lighting design. Feasible passive and active solar design principles are encouraged.

1.7.2 **Sustainable Building and Site Design.** City policies support building designs that incorporate sustainable building and site design principles and use energy efficiently. Buildings that conserve resources and use renewable sources of energy, including solar, wind, and biomass, can be supported if the designs maintain an acceptable aesthetic quality and fit into the site and neighborhood.

Developing a plan for a sustainable building and site design can reduce energy use, cool urban heat islands, and prevent storm-water runoff, as well as contribute to wildlife habitat and air quality. There are many ways to conserve resources during the building process.

Following are some specific sustainable building and site design concepts:

- Selecting materials that have at least some recycled content can conserve natural resources and virgin materials.
- Selecting materials with less chemical or synthetic content, such as low VOC paints or adobe bricks, can reduce environmental toxins.
- Minimizing construction waste can ease the impact on landfills and resources.
- Installing water- and energy-efficient products and/or orienting a building and selecting landscaping in response to solar and breeze patterns can conserve resources while reducing operating costs.
- Selecting building materials made from easily renewable resources conserves non-renewable resources.

## **SECTION 8            Roofing Materials**

1.8.1 **General.** Roofing material and color should be consistent with the building’s architectural style. Eave closures, a.k.a. bird stops, if any are proposed, shall be mortared with natural cement.

1.8.2 **Mission Tile.** Where a traditional Hispanic architectural style is proposed or where the location is highly visible to the public or prominent, the use of two-piece terra cotta (Mission, “C-tile”) roof is required.

- A. Terra cotta roof tile shall not have a glossy finish.
- B. Where two-piece “cap and pan” Mission tile is used on gable, shed and hipped roofs, the following installation criteria should apply:
  - 1. There should be a double starter row employed at the eave ends.
  - 2. Field tiles are to be laid in random or scattered fashion.
  - 3. The roof should have natural cement mortared hips and ridges.
  - 4. Terra cotta red color should be the predominant color except where other color mixtures are specifically approved.
  - 5. Tile color should be one consistent color with only slight natural variations acceptable. Artificial color “blends” are discouraged.

Exceptions to the required use of Mission Tile policy may be granted if the ABR makes the appropriate findings and determines a hardship condition exists that precludes Mission “C” roof tile use. Clay S-tile installation will be required to follow standard installation details as outlined below to mimic the Mission tile appearance.

### **1.8.3 Clay S-Tile**

- A. Non-clay simulated Mission Tile use is generally unacceptable.
- B. Clay S-Tile is only considered for Affordable or Low-Income Housing projects.
- C. The following four criteria will be utilized to determine if the use of clay S-tile will be allowed for any type of existing buildings:
  - 1. The proposed clay S-tile installation is compatible with the building’s architecture and the neighborhood character.
  - 2. The proposed application meets with the intent of these ABR General Design Guidelines & Meeting Procedures.
  - 3. The building cannot structurally support the weight of 2-piece, clay barrel tile, and clay S-tile is an appropriate alternative solution.
  - 4. The applicant made a concerted effort to make the roof attractive.

### **1.8.4 Required Installation Details as Conditions of Approval**

- A. A double starter row of two-piece barrel tile is employed at the eave ends.
- B. The roof has 15% to 20% of the field tiles laid with mortared randomly placed boosters (kickers).
- C. Natural cement mortared hips and ridges are present.

## **SECTION 9 Architectural Elements - Commercial**

Architectural elements such as windows, doors, cornice elements, columns, arches and roof forms can be utilized to enhance a building. These elements should be detailed to provide modulation, visual interest and textured relief.

- 1.9.1 **Architectural Features.** Features should enhance the architectural form and style of the structure. As a general rule, massing and details should be simple and proportionate to the building scale. Windows, entries, recesses, balconies, and stairways should add building interest.
- 1.9.2 **Color.** Building color should complement architectural details and blend with surrounding buildings or dominant structures. For large buildings located in the Downtown area, the major building mass of a structure should be white (where appropriate to the architectural style proposed). For smaller buildings, a more varied color palette for body and trim color may be appropriate.
- 1.9.3 **Stucco Texture.** Unless otherwise directed by the ABR, stucco should present a smooth, undulating troweled finish. A float sand finish may be acceptable. Rough texture, such as skip trowel or Spanish lace, is unacceptable. Exterior materials and architectural elements should complement each other. For example, heavy materials should appear to support lighter materials.
- 1.9.4 **Windows and Doors.** The pattern of windows and doors should be consistent with the building's architectural style.
- 1.9.5 **Roof Ridgelines.** Roofs should be articulated using elements such as false chimneys, towers and decorative vents and caps. Roof materials and overhangs can create shadow patterns. Decorative cornices can be added to provide visual interest.

## **SECTION 10 Architectural Elements - Multi-Family Residential**

Architectural elements such as windows, doors, and cornice elements should create a rhythmic composition taking into consideration scale, style and architectural proportion. These elements should be detailed to provide modulation, visual interest and textured relief.

### **1.10.1 General**

- A. **Architectural Features.** Features should enhance the architectural form and style of the unit(s). For example, dormers, bay windows, porches, balconies, and entrance projections can add interest to the unit(s).
- B. **Color.** Building color should complement architectural details and blend with neighborhoods.
- C. **Stucco Texture.** Unless otherwise directed by the ABR, stucco should present a smooth, undulating troweled finish. A float sand finish may be acceptable. Rough texture, such as skip trowel or Spanish lace, is unacceptable.
- D. **Windows.** The pattern of windows and doors should reflect the scale and patterns in the neighborhood.

- E. **Reflective Glass Material.** In general, deck-railing materials should be selected to be consistent with the architectural style of the structure. The use of decorative glass railings as guardrails or as windscreens is not the preferred material at highly visible locations visible to the public due to the possible glare associated with these types of installations.

Installations of reflective glass materials will be reviewed to determine if the installation is compatible with the structure and that it does not create significant glare problems.

- F. **Cost Consideration for Affordable Multi-Family Housing Projects.** The Architectural Board of Review shall take the total cost of the applicant's design into consideration when reviewing affordable housing projects where all units qualify as affordable housing in compliance with the city's affordable housing program policies and procedures. The expected cost of certain preferred design elements can be used as a consideration by the ABR to maintain the affordability of multi-family residential units.

**1.10.2 Two Family (R-2) Zone Accessory Dwelling Units.** Review of accessory dwelling units proposed on lots with a total lot area of between 5,000 and 6,000 square feet in the R-2 Zone shall be guided by the following. Also, note landscaping guidelines specific to the R-2 zone in the ABR Landscaping Guidelines.

- A. Accessory dwelling units shall be reviewed for neighborhood compatibility and neighborhood character preservation.
- B. Encourage existing building preservation when feasible.
- C. Consider second-story window placement in relationship to neighboring buildings to preserve the privacy of existing uses on neighboring parcels.
- D. Fencing or barriers consistent with zoning shall be required along driveways to prevent parking on front yards.

**1.10.3 Condo Conversions.** The SBMC requires projects which convert existing residences into condominiums to be aesthetically attractive, safe, and of quality construction. The following guidelines apply specifically to condominium conversion projects.

- A. Unit design should create a sense of separate identity and individuality.
- B. Entries should be easily identifiable and functional.
- C. Open space should be designed to be useable, defensible and safe.
- D. Special consideration should be given to privacy issues in project design.
- E. Special attention should be given to appropriate project scale, especially with apartment buildings built in the '50s and '60s.

The architectural character of the proposed condominium should also be carefully considered.

## **SECTION 11 Administrative Approval Standards**

Various ABR review levels include: concept, project design approval, in-progress, final approval, review after final approval and consent calendar and are discussed in Section 3.2.6. Minor projects which may be approved as a ministerial action by a Community Development Department appointed representative without full review by the ABR, are listed in Section 1.10.1 of these Guidelines. Projects which are eligible for staff administrative approval are also listed in Section 3.2.6.H of these Guidelines.

**1.11.1 Projects Eligible for Administrative Approval.** The following types of projects are eligible for administrative staff review and approval if the project complies with both the “General Standards” and applicable “Project Specific Standards for Administrative Staff Review”. Projects that require public noticing pursuant to SBMC §22.68 are not eligible for administrative approval.

- |  |   |
|--|---|
| A. Additions: Minor                                  | M. Mechanical Equipment:<br>Rooftop                           |
| B. Awnings   | N. Porches  |
| C. Chimneys and Metal Flues                          | O. Roofs (and “Reroofs”)                                      |
| D. Color Changes: Exterior                           | P. Sheds and Spas   |
| E. Decks and Porches: Minor<br>Alterations           | Q. Sidewalk Seating for<br>Commercial Outdoor Dining<br>Areas |
| F. Doors: Minor Alterations                          | R. Skylights  |
| G. Driveways/Paving/Minor<br>Sitework                | S. Soil Remediation Systems:<br>Temporary One-Year            |
| H. Fences  | T. Time Extension   |
| I. Landscape Alterations,<br>Including Tree Removals | U. Trellises  |
| J. Landscape Improvements                            | V. Walls: Freestanding  |
| K. Lighting: Exterior                                | W. Window: Minor Alterations                                  |
| L. Mechanical Equipment:<br>General                  |   |

### 1.11.2 General Administrative Staff Review Standards

In order to be eligible for administrative staff review, a project must comply with the following general standards as well as any applicable project specific standards listed in 10.3 of these Guidelines.

- A. **Design.** The architectural design of the addition, alteration, or site change is compatible with the design of any existing building which will remain on site. One overall architectural style is required.
- B. **Materials.** The exterior finish materials of the proposed project match the existing exterior finishes of the existing structures on the lot.
- C. **Style.** Style is expressed through architectural elements such as windows, doors, lighting, railings, trim, eaves, roof pitch, element proportions and materials. The style of the proposed work should be stated on the project plans and matches the existing style. Wherever this document references a requirement for style compatibility, the following method is used to determine style compatibility. Staff may reference style books to confirm the proposed style classification. Staff will check for consistency of style of a structure's proposed elements with the elements for the chosen style as described in reference materials. Staff will also check that any patterns or materials created by the existing elements are repeated in the proposed work.
- D. **Additions.** Additions match the current architectural style of the building and are of the same materials, details and colors.
- E. **Alterations.** Alterations match the current architectural style of the building or result in one architectural style. Alterations that propose an architectural style that is not typical for the neighborhood are not eligible for administrative staff review.
- F. **Colors.** Additions must match the existing colors of the building, siding or trim. Building alterations involving color changes may be re-painted or re-stained to match the existing colors of the structure provided there is no change from the original color. Similarly, exterior building components may be repaired or replaced as long as the visual intent and color remain the same. Simple color changes can be approved administratively where original colors are substituted with colors from an ABR-approved color palette. Proposals for bright colors or colors that do not match the building require review and approval by the ABR.
- G. **Scale.** The scale of all additions is compatible with the scale of the existing structure, style of the building and surrounding area. The scale of a project is consistent with the prevailing development patterns of additions in the area. The review criteria utilized to determine correct scale shall be the degree of project visibility, plate heights, roof pitch and maximum building heights. Additions or alterations out of character with the surrounding area or incorrectly sited on the lot are not eligible for Administrative Staff Review.

### 1.11.3 Administrative Staff Review Project-Specific Standards

In addition to complying with the general requirements specified in Section 1.10.2 above, projects seeking administrative approval must also comply with any applicable project specific requirements specified in this Part I, Section 1.10.3 of these Guidelines.

- A. **Additions: Minor.** Small additions may be reviewed and approved administratively if all of the following apply to the project:
  - 1. Less than 250 square feet of new floor area.
  - 2. Less than 100 cubic yards of grading is proposed.
  - 3. The addition does not have a publicly visible affect on the overall design of the building as the term “publicly visible” is defined in Section 1.10.4.
- B. **Awnings.** Small canvas awnings over window or door openings that are compatible with the style and the colors of the existing structure. Proposals for bright colors or colors that do not match the building require review and approval by the ABR.
- C. **Chimneys and Metal Flues.** All of the following standards must be met:
  - 1. Chimneys are consistent with the style of the existing structure and use masonry, stone, stucco, or metal pipe.
  - 2. Wood material is not used on chimneys.
  - 3. Metal flues are of traditional design and are painted to match the roof color.
  - 4. The shape of the chimney is fairly uniform, i.e. there is no awkward extensive projection of exposed pipe beyond the top of the chimney in response to Building and Safety requirements.
- D. **Color Changes: Exterior.** The project is consistent with Section 1.10.2.F of these Guidelines “General Administrative Staff Review Standards, Colors”.
- E. **Decks: Minor.** New or altered decks less than 200 square feet or decks at the first floor level are eligible for administrative approval if the following standards are met:
  - 1. New decks are of a scale and style which is compatible with the structure to which the deck is attached.
  - 2. When viewed from a public viewing location, the proposed deck is not likely to be more noticeable than the structure it is attached to.
  - 3. When viewed from a public viewing location, the proposed deck is not likely to be more noticeable than other decks on adjacent properties or in the immediate area if no decks are on immediately adjacent properties.
  - 4. New decks are not located to cause potential privacy or noise impacts to adjacent properties.
  - 5. Deck wood is proposed to be left in a natural condition to weather or is proposed to be treated with a neutral or wood color stain or sealer or painted to match the color of the existing structure or trim.
- F. **Doors: Minor Alterations.** Minor door alterations — for example, to enhance access by the physically challenged and for compliance with the Americans with Disabilities Act (ADA) — are covered by this provision. Installation of guard/hand rails shall be referred to the consent calendar. The modification of doors and sidelights within existing rough openings should be designed to comply with the

following requirements for Administrative approvals:

1. The type of proposed doors and color of frames are compatible with the architectural style of the building and appear compatible with existing doors.
2. If the doors of an addition are the same size and material as existing nearby doors, the proposed doors match the existing nearby doors in appearance.
3. Door and sidelight sash material matches the existing material and is either wood or steel.
4. Where adjacent windows are "divided light" type, the new doors and sidelights shall also be divided to match the existing. Where dual glaze glass is used, the mullions should break the exterior pane.
5. In door pairs, both doors should have the same width.
6. In doors with sidelights, sidelights should have the same width if feasible.
7. Doors and sidelights should be placed symmetrically within architectural elements.
8. Door hardware is appropriate to the architectural style of the building.
9. Any changes in paving material associated with the door alteration match the existing material.

G. **Driveways/Paving/Minor Sitework.** Extensions, modifications, and additions to driveways are eligible for administrative approval if all of the following requirements are met:

1. The proposed grading is less than 50 cubic yards.
2. There is no drainage impact on adjoining lots.
3. Any paving or driveway additions or modifications are of the same materials as the existing paving or driveway materials.
4. Any new driveway paving materials are compatible with the existing structure and surrounding area.
5. New paved parking areas are screened from public viewing areas through fencing, landscaping or other structures.
6. Any construction of a driveway or sitework in close proximity to a creek or that may result in adverse drainage conditions is not eligible for administrative approvals.

- H. **Fences.** Chain link, chicken wire, metal, plastic, vinyl, wire-mesh and unfaced cement block fence materials are not eligible for Administrative Staff Review. Fences not specifically excluded in the preceding sentence may be reviewed and approved administratively if:
1. The fence is 8 feet or less in height.
  2. Lot Line Fences: Fence height, length and use of materials shall be compatible with the surrounding area.
  3. Wood fences constructed of smooth cedar, redwood, high-quality pressure treated pine, or comparable material and left in a natural condition to weather or be treated with a neutral or wood color stain or sealer.
  4. If the fence is constructed of chain link, it is dark colored or hot dip galvanized chain link fencing located outside of any front yard and screened with vines or shrubs to soften the appearance of the fence.
- I. **Landscape Alterations, Minor: Including Tree Removals.** As allowed by the SBMC, the following landscape alterations may be approved administratively by the Community Development Director or appointed representative:
1. **Landscape Alteration – General.**
    - a. The alteration satisfies all of the requirements of a “substantially similar” replacement, as defined in section 2.4.8.B of these guidelines, except the replacement may exceed the size and distance limits listed in items 2.4.8.B.2.b and 2.4.8.B.2.d.iii and 2.4.8.B.2.d.iv; and
    - b. Replacement does not occur within 25 feet from the top of creek bank as established on an approved plan or section drawing. If there is not a top of creek bank identified on an approved plan or section drawing, then the top of creek bank will be determined; and
    - c. A vegetation removal permit is not triggered pursuant to SBMC §22.10; and
    - d. No native landscaping is to be removed.
  2. **Landscape Alteration – Tree Removal.** A landscape alteration that involves a tree removal or replacement may be approved administratively if it satisfies all of the following criteria:
    - a. The alteration satisfies all of the requirements of a “substantially similar” replacement, as defined in section 2.4.8.C of these guidelines, except the tree to be removed may exceed the size and distance limits listed in items 2.4.8.C.2.b and 2.4.8.C.2.d.iii and 2.4.8.C.2.d.iv; and
    - b. No more than two trees are proposed to be removed or replaced; and

- c. No front setback, historic or specimen tree is proposed for removal. (Front setback, historic or specimen trees are reviewed by the Parks Department.); and
  - d. No skyline or native tree is proposed for removal; and
  - e. Replacement does not occur within 25 feet from the top of creek bank as established on an approved plan or section drawing. If there is not a top of creek bank identified on an approved plan or section drawing, then the top of creek bank will be determined; and
  - f. A vegetation removal permit is not triggered pursuant to SBMC §22.10; and
  - g. An appropriate number and size of other trees would remain on the building site after the requested removal or a sufficient number of adjacent trees on City property exist to maintain desirable tree density in the area.
- J. **Landscape Improvements.** New landscape improvements associated with projects under review are reviewed for consistency with landscape design guidelines in these ABR Guidelines & Meeting Procedures: Part II Landscape Design and may be approved administratively if there is a clear consistency with the guidelines.
- K. **Lighting: Exterior.** Both of the following standards must be met for administrative approval:
- 1. Replacement or installation of additional fixtures is compatible in style, color and scale with the applicant's existing structure.
  - 2. Lighting fixtures and placement meet the Outdoor Lighting Ordinance and Design Guidelines.
- L. **Mechanical Equipment: General.** Equipment such as water heaters, water heater enclosures, electrical or gas metering equipment and pool and spa equipment must be located and screened as follows in order to be eligible for Administrative approval:
- 1. If the new mechanical equipment is installed at ground level, it is placed as close to the dwelling as practicable and screened from view through fencing, landscaping or other structures. Landscape screening, the preferred method of screening, is indicated on project plans to be maintained.
  - 2. All cables connecting outdoor equipment are properly secured and/or buried in the ground.
  - 3. All pool and spa equipment is located as far away from adjoining properties as reasonably practicable in consideration of neighbors, and the equipment's property line decibel level is consistent with the Noise Ordinance.

- M. **Mechanical Equipment: Rooftop.** Transmitting antennas, including wireless facilities, are not eligible for administrative approvals. Satellite antennas and other rooftop equipment reviewed by Staff must comply with the following standards:
1. Equipment is screened.
  2. The screening proposal presents an integrated appearance with the overall building.
  3. If equipment will be visible from off-site locations, despite screening or in cases where only vegetative screening is used, the equipment is painted the same color as the roof or adjacent background, as specified by Staff.
- N. **Porches.** Traditional porch designs are eligible for administrative approval if the following standards are met:
1. The porch is raised less than six feet above the sidewalk level or finished grade, whichever is higher, and has an understory which is completely enclosed.
  2. The type and color of proposed porch materials are compatible with the architectural style of the structure.
  3. The porch railing and supports are designed so that entrance doors are easily visible from the street.
  4. The porch alignment with the structure complements the existing structure's architectural alignment, patterns and features.
  5. The porch is in a scale compatible with the structure to which the porch is attached.
  6. The proposed porch roofing matches the roofing material of the structure.
- O. **Roofs (and "Reroofs").** S-Tile roofs are not eligible for administrative approvals. Roofs (including new roofs and "reroofs") reviewed by Staff must comply with the following standards:
1. The type and color of roofing material is compatible with the architectural style of the structure.
  2. Roofs of additions or accessory buildings match the roof of the structure.
- P. **Sheds and Spas.** All of the following standards must be met:
1. The shed or spa enclosure area is 150 square feet or less.
  2. Accessory structures are located in consideration of neighbors and appropriately screened.
  3. Materials match site fencing or the main structure's materials and colors.
  4. Any mechanical equipment meets the mechanical equipment administrative approval criteria in Item 1.10.J, above.

- Q. **Sidewalk Seating for Commercial Outdoor Dining Areas.** In general accord with these ABR General Design Guidelines & Meeting Procedures, the placement, style, color and types of outdoor dining furniture and barriers should be consistent with and shall complement the design and appearance of the building. The placement, style, color and types of outdoor dining furniture and barriers shall be in conformity with the Public Works Department Standard Street Right-of-Way and Sidewalk Outdoor Dining Regulations, adopted by the ABR and the City Council. Construction features shall be as approved by the City Engineer.
- R. **Skylights.** Skylights must meet the following standards for administrative Staff approval eligibility:
1. There are no more than five skylights proposed for a building.
  2. Skylights are compatible with the architectural style of the building and with the character of the surrounding area.
  3. Skylights are located such that they are not visible from the front of the building or a street.
  4. Skylights follow one of the following standards:
    - a. Proposed skylights are flat and made of non-reflective materials; or
    - b. Will be invisible from off-site locations; or
    - c. Are screened by the building form, landscaping, or a parapet.
- S. **Soil Remediation Systems: Temporary Up to Two Years.** Systems are eligible for administrative approval if screened with 6-foot-high chain-link fencing with redwood slats, and shrubs or vines are planted or placed in pots surrounding the enclosure. The ventilation stack must be painted to match the color of the nearest background.
- T. **Time Extension.** See SBMC §22.68.110.
- U. **Trellises.** Chain link, chicken wire, metal, plastic, vinyl, wire-mesh and unfaced cement block trellis materials are not eligible for administrative staff review. Trellises are eligible for administrative approval if:
1. The trellis covers less than 250 square feet and is less than 12 feet tall.
  2. The trellis is constructed of smooth cedar, redwood, high-quality, pressure-treated pine, or comparable material and left in a natural condition to weather or be treated with a neutral or wood color stain or sealer.
  3. Lot line trellis height, length and use of materials are compatible with the surrounding area.

- V. **Walls: Freestanding Only, Not Retaining.** Walls of non-traditional material, such as unfaced concrete block, railroad ties, faux materials or plaster walls in hillside areas are not eligible for administrative approvals. Walls approved administratively must meet all the following criteria:
1. The wall is less than 4 feet tall
  2. Less than 50 cubic yards of grading outside the main building footprint is proposed for the wall project
  3. The appearance of the wall is similar in character with other walls visible in the surrounding area from public viewing locations
  4. In the Hillside Design District, walls should be designed in order to blend in with the natural surroundings.
  5. The height, length, and materials used for walls on lot lines should be compatible with the surrounding area.
- W. **Windows.** Alteration projects involving the installation of vinyl windows or aluminum frame windows where no vinyl or aluminum frame windows previously existed on the property are not eligible for administrative approvals. Windows may be replaced or added if the following standards are met:
1. The type of windows and color of frames are compatible with the architectural style of the existing structure.
  2. Windows of additions match the predominant windows of the existing structure.
  3. The window types are of appropriate size and scale for the proposed location(s).

#### 1.11.4 Definitions

- A. **Publicly Visible.** A building, structure, or improvement is publicly visible if it may be typically, reasonably, and usually observed by an average person standing or traveling upon a public right-of-way (including streets and sidewalks) or visible from a public park, beach, or other area generally open for public use. If the building, structure, or improvement is only visible from a very distant viewing location where the building, structure, or improvement would not be readily discernable from the viewing location, then the building, structure, or improvement is not considered publicly visible for purposes of interpreting these guidelines.
- B. **Highly Visible to the Public.** A building, structure, or improvement is highly visible to the public if it appears prominently and is easily observed by an average person standing or traveling upon a public right-of-way (including streets and sidewalks) or prominent and easily visible from a public park, beach, or other area generally open for public use. A building, structure or improvement highly visible to the public usually fronts public streets or other public areas.

## **SECTION 12            Zoning Modification Comments**

### **1.12.1 Architectural Board of Review Role in Commenting on Modification Requests**

Requests for modifications to the Zoning Ordinance for individual projects may be approved by either the Staff Hearing Officer (SHO) or the Planning Commission (PC) in accordance with SBMC §28.92.110. ABR comment occurs at Concept Review hearings prior to the request being heard by the SHO or PC. The ABR's role in commenting on the modification is limited to whether the proposed modification poses aesthetic issues, such as inconsistency with neighborhood development patterns or exacerbates conflicts with applicable design guidelines. General support or lack of support of a modification is a land use decision and is not the purview of the ABR. Following is an example of an appropriate ABR comment on modification requests:

“The proposed modification *is/is not* aesthetically appropriate. The proposed modification *poses/does not pose* consistency issues with design guidelines (*list specific guideline document name and page number(s) of specific guideline number(s)*).”

### **1.12.2 Modifications of Yard, Lot and Floor Area Regulations**

For modifications of yard, lot, or floor area regulations, comment to the SHO or PC on whether the modification promotes an appearance of uniformity of development is helpful because the promotion of uniformity of improvement is one of the available grounds for the approval of a modification of yard, lot and floor area regulations.

## PART II

### LANDSCAPE DESIGN GUIDELINES

#### INTRODUCTION

**Purpose of the Landscape Design Guidelines.** To provide general and specific guidelines for landscape plan design and installation throughout the City. Landscaping should be used as a unifying element within a project to enhance a building site and help achieve project compatibility with existing surroundings while complying with applicable policies and regulations.

**Relationship to the Santa Barbara General and Coastal Plan.** The Santa Barbara General Plan contains policies and direction regarding landscaping in the Land Use, Conservation, Environmental Resources, and Seismic Safety Elements. City scenic routes, tree preservation, creek protection and other topics are covered in the elements. The Coastal Plan also contains landscaping direction, especially with regard to bluff top development, views from Highway 101, and tree preservation and protection. The Zoning Ordinance and ABR General Design Guidelines & Meeting Procedures are designed to implement the General Plan and Coastal Plan policies.

**Relationship to Santa Barbara Zoning Ordinance.** The Zoning Ordinance requires all projects involving new commercial, industrial, institutional, or multi-family buildings and site improvements to have a landscape plan prepared by a licensed design professional. The SBMC contains specific standards that must be met in landscape plans, including:

- parking lot standards (§28.90)
- planting material standards (§28.87.200)
- water conservation (§22.80)

These guidelines are intended to augment the SBMC by providing additional guidelines and details to complement topics in the Code, as well as to provide guidelines on additional topics. In the case of a conflict between the SBMC and these ABR General Design Guidelines and Meeting Procedures, the Code requirements prevail over these ABR General Design Guidelines and Meeting Procedures.

**Basis for ABR Landscape Design Guidelines.** Many projects subject to ABR review are required to have landscape plans. Projects in some areas, such as commercial corridors, are subject to other guidelines which include direction regarding landscaping. However, some ABR projects are not in an area with specific guidelines. These guidelines clarify and expand on ABR criteria for reviewing required landscape plans throughout the City.

**Relationship to Other Guidelines.** A number of other guidelines, listed in Part 1: “Architectural Design Guidelines”, include landscaping guidelines. In general, this document is compatible with those guidelines. However, where there are two guideline sets applicable to a project addressing the same issue, the other guideline that applies to the specific area or special district would prevail over these ABR General Design Guidelines & Meeting Procedures.

**Relationship to City Water Conservation Programs.** The City provides full-color handouts which provide specific techniques on how to comply with the Landscape Design Standards for Water Conservation (Appendix A) and other sustainable landscaping techniques.

Full-color handouts regarding sustainable and water-wise landscaping are available in the 630 Garden Street lobby area and on-line at:

[www.santabarbaraca.gov/Government/Departments/PW/WCBrochuresAndMore.htm](http://www.santabarbaraca.gov/Government/Departments/PW/WCBrochuresAndMore.htm)

- **Lawn Alternatives**, City of Santa Barbara Water Conservation Program
- **Sustainable Landscaping:** Resource Efficient Landscapes for Santa Barbara County, Santa Barbara County Water Agency and City of Santa Barbara Public Works Department
- **How to Be Water-Wise in Your Garden**, Family of Santa Barbara Water Providers
- **How to Water Your Garden**, Sunset, 2000.
- **Water-Wise Gardening for California:** Advice and Design Ideas for the 21<sup>st</sup> Century, from the Editors of Sunset

Also see [www.sbwater.org](http://www.sbwater.org) for additional water-saving information.

**Relationship to City Creeks Programs.** These guidelines support the goals of the City's Storm Water Management Program (SWMP) as well as general creeks conservation goals. Some projects are required by the SWMP to implement storm water best management practices to retain water on site, or to treat water on site. For more information regarding the SWMP and other creek programs, see: [www.SBCreeks.org](http://www.SBCreeks.org)

**Guideline Organization.** The ABR Landscaping Guidelines are broken into five sections. The first section describes when Landscape Plans are required and licensing requirements. The second section consists of general landscape design guidelines applicable to all ABR projects, including duplex and multi-family residential projects. The third section includes additional guidelines for commercial and industrial projects. Vegetation removal guidelines are described in the fourth section. The last section covers special constraint area guideline topics.

## **SECTION 1 Landscape and Irrigation Plan Applicability**

### **2.1.1 Landscape Plans**

#### **A. Applicability.**

1. **Commercial, Industrial, Institutional, or Multi-Family Projects.** All new development projects which propose new structures require landscape plans. Complete demolition of an existing structure which involves construction of a new structure requires a landscape plan for the altered site.
2. **Major Addition or Alteration Projects.** Projects involving substantial additions or alterations to existing developed sites require landscape plans when:
  - a. Existing landscaped areas are proposed for removal or alteration and/or
  - b. New landscaping improvements are proposed.

3. **Projects with Grading Work or Vegetation Removal.** Projects which propose substantial landscaping changes as a result of grading work or vegetation removal may require landscape plans or additional landscaping information, at the ABR's discretion.
  4. **Projects Which Involve Historic, Archaeological, or Environmental Resource or Hazards and Projects with Potential Public View Impacts.** Landscape improvements and a landscape plan may be required to address aesthetic concerns in the following cases:
    - a. When a proposed improvement involves a historic, archaeological, or environmental resource or hazard and/or
    - b. To lessen potential project impacts to public scenic views.
  5. **Planning Commission Projects.** A Landscape Plan is required for projects subject to Planning Commission review, unless waived.
- B. **Proposed Landscaping Shown on Site Plans.** Minor projects, small parking area landscaping or landscaping that is not visible to the public may be exempt from providing a formal separate landscape plan as determined by the ABR. In these instances, proposed landscaping may be shown on the site plan rather than on a separate landscape plan.
- C. **Plan Contents.** Landscape plans must be submitted prior to the ABR project design approval hearing. See the Planning and Zoning Counter handout "Landscape Plan Requirements" for required landscape plan contents.

#### 2.1.2 Plan Preparation Licensing Requirement.

- A. **General: Commercial, Industrial, Institutional and Multi-Family Projects.** Pursuant to Business and Professions Code §5641, the preparation of landscape and/or irrigation plans for all commercial, industrial, institutional and multi-family projects must be executed and stamped by a licensed landscape architect or by one of the following licensed or registered professionals:
- engineer
  - architect
  - land surveyor
  - landscape contractor who is contracted to install the landscaping
- Property owners may also prepare their own landscape plans. Also, irrigation plans may be prepared by property owners or irrigation consultants per Business and Professions Code §5641.6.
- B. **Licensed professional required for final grading and drainage plans.** Pursuant to Business and Professions Code §5641, the state law may require a licensed landscape architect or engineer to prepare landscape or irrigation plans for projects in the following circumstances:
1. The proposed project involves extensive grading,
  2. The project requires a drainage plan. For example, drainage plans are sometimes required for Storm Water Management Plan compliance.

- C. **Advisories.** In addition, the ABR may recommend, but may not require, that an applicant hire a licensed landscape architect in the following circumstances:
1. Any landscape or irrigation plan submittal is determined inadequate or otherwise does not meet minimum review standards.
  2. The project involves revegetation or improvements with unique or sensitive habitats or environments.

## **SECTION 2            General Guidelines**

Landscaping is considered an integral part of a project's design. Landscaping can enhance the City's natural beauty and complement new development as well as provide neighborhood cohesiveness. Landscaping embellishes and enhances new construction. Landscape plans should reflect consideration of overall site aesthetics. However, avoid using landscaping to correct problems of design, privacy or bulk. The architecture of a building should be of sufficient aesthetic quality to stand alone regardless of potential landscape changes over time. Landscaping improvements should:

- Complement architecture;
- Provide outdoor privacy areas;
- Provide screening for undesirable views;
- Provide usable and functional open space; and
- Use appropriate water-wise plants, limited turf and efficient irrigation design principles.

The following general guidelines apply to all types of landscaping proposals.

2.2.1 **Site Layout and Massing.** Landscape massing refers to plant material that creates an appearance of substantial vegetation. The landscape plan should balance plant material and hardscape site elements such as walkways and walls.

- A. **Lot Landscape Coverage.** Landscape massing shall provide for a generous overall percentage of plant landscaping in relation to the site and lot hardscape. Paved areas should be minimized and planting areas maximized.
- B. **Unit Screening.** Where appropriate, consider screening plants, such as hedges, to create privacy between units. Special care should be taken to ensure that mature hedge heights and sizes will fit the space and ensure that only a minimal amount of pruning will be necessary for maintenance. Hedges shall comply with SBMC §28.87.170.
- C. **Compatibility.** Landscaping visible from the street should be compatible with the surrounding neighborhood in plant type and scale. Site elements such as walls, steps, fences, etc. should be compatible with neighborhood elements in scale, color and materials.
- D. **Trees for Shade and Weather Protection.** Canopy, skyline, and specimen trees shall be provided for shade and weather protection.

2.2.2 **Plant Selection.** Plant selection for the landscape plan should consider principles of sustainable landscaping and be sensitive to the elements described below.

- A. **Blending with Existing Vegetation.** Blend the type, coloring, size, and height of proposed vegetation into existing vegetation.

- B. **Growth.** Consider appropriate plant selection and location to:
  - 1. Reduce the potential for normal plant material growth to significantly block an adjacent unit's primary scenic view or sunlight (solar access), and/or
  - 2. Achieve privacy screening and produce a desired aesthetic result. Select plants that can grow to the necessary screening height without having to be pruned.
  - 3. Ensure vegetation scale consistent with public view preservation called for in the Coastal Plan and General Plan (e.g. Land Use Element City Scenic Routes).
- C. **Adaptability.** Emphasis shall be placed on the concept of "Right Plant/Right Place." Select plants that are naturally adapted to the growing conditions of the site such as soil type, slope, climate tolerance, space limitations, etc.
- D. **Native and Mediterranean Plants.** Use native plants whenever possible. Where non-native species are used, emphasize plants from other Mediterranean climate regions.
- E. **Invasive Plants.** Avoid invasive plant use, especially in, or adjacent to, environmentally sensitive habitat areas. Carefully select plants to avoid species that might migrate from the landscape and become "weeds." (Refer to Appendix C List of Invasive Plants, derived from a list published by the California Exotic Pest Plant Council.)
- F. **Fire Retardant Landscaping.** Use fire retardant landscaping where possible. See Section 2.5.3 High Fire Hazard Area Landscape Design and Appendix B for information about High Fire Hazard Area landscaping requirements. A list of plants which are highly flammable and should not be planted in the High Fire Hazard Area is included in Appendix B.
- G. **Plant Spacing and Height.** Space plants according to their mature size, allowing for plant maturation without crowding or root damage. Consider mature plant height to avoid unnecessary pruning and hedging, especially under windows and eaves of structures and along property lines.
- H. **Group by Plant Needs.** Plants with similar cultivation, watering and sun/shade requirements should be grouped together into "hydrozones" and designated to separate appropriate valve types per SBMC §22.080.020.
- I. **Limit Turf.** Use turf only in areas where appropriate for recreational uses. Adhere to turf reduction percentage requirements in SBMC §22.080.020. Consider lawn alternative species.
- J. **Natural Plants.** Plant landscaping shall consist of real plants. Artificial plastic plants or the use of synthetic turf is not allowed in parkways or publicly visible locations as defined in Section 1.10.4. The use of synthetic turf may be approved at other less visible areas but is generally discouraged.

2.2.3 **Sustainability Principles.** Guidelines throughout this document support sustainable principles. Landscape and irrigation system design should reflect consideration of sustainable landscaping principles and be sensitive to elements described below. Also, see the additional sustainability concepts in Special Area Guidelines, Part I Section 5.

- A. **Preserve Existing Vegetation.** Preserve existing vegetation and significant trees as much as possible (See Part II Section 4, Tree and Vegetation Preservation).
- B. **Natural Features and Graded Areas.** Avoid unnecessary grading and removal of soil. Protect existing natural features and re-vegetate graded areas as soon as possible.
- C. **Climate Buffering.** Use landscaping to control sun and wind: For example, the use of deciduous trees and/or vines on the south sides of buildings can provide passive heat in the winter and cooling in the summer.
- D. **Erosion-Prone Areas.** Consistent with the Seismic Safety Element, species that add weight to a hillside (such as ice plant) shall be avoided on steep hillsides or adjacent to bluff top areas susceptible to erosion. Deep-rooted species that assist in stabilizing slopes and control erosion are encouraged.
- E. **Water Efficiency.** Water-efficient landscaping is mandatory per SBMC §22.80.020. Landscaping and irrigation shall be planned with consideration for water conservation through use of water-wise plant species, water-efficient irrigation systems and other methods listed in SBMC §22.80.020, including using drip irrigation and mulching and designing irrigation to minimize runoff .
- F. **Reducing Runoff.** Plant species that require significant watering (such as turf) shall be avoided on steep hillsides or narrow pathways, planters and parkways. Such areas are difficult to irrigate without significant runoff. Note the requirements in SBMC §22.80.020
- G. **Irrigation.** Use water-efficient irrigation systems, including drip irrigation, micro sprayers, bubbler and rotating spray nozzles. Use smart irrigation controllers and rain sensors. Note the requirements in SBMC §22.80.020
- H. **Waste Minimization.** Sustainable landscape planning that protects the environment by using minimal resources and creating minimal waste is encouraged.
- I. **Stormwater Management.** Santa Barbara properties most commonly drain to local creeks, which then flow to the ocean. Non-point source pollution such as pesticides and fertilizers from lawns, heavy metals from driveways and pet waste pose a significant threat to the quality of life on our beaches and streams. Stormwater should be viewed as a resource with environmental and educational significance that can give unique character to neighborhood landscapes. Bioswales, infiltration areas, vegetated filter strips, porous paving, rainwater cisterns, and rainwater gardens should be incorporated into site design to allow biofiltration of sediment and pollutants, to slow down potentially damaging flows, and to increase the presence of nature within the community. These measures are very attractive, low tech, low cost, low maintenance and provide significant benefits to our environment. Appropriate choice of plantings and irrigation for the site helps reduce urban runoff and the subsequent non-point source pollution.

- J. **On-Site Water Retention and Natural Drainage.** Use methods to retain water on the site to recharge groundwater and to use for future watering (e.g. cisterns). Design landscaping to enhance natural drainage and biofiltration of pollutants through the use of bioswales, detention basins and other techniques.
- K. **Permeability and Percolation.** Use urban runoff/pollution control Best Management Practices to maximize the permeability of sites and on-site percolation of runoff. For example, design projects to minimize paved areas, collect runoff on-site, or maximize hardscape area permeability with brick or pavers on sand.
- L. **Drainage Flow.** Use natural watercourses, earth swales, v-ditches, drywells and water dissipation devices to enhance drainage flow on and through the site.

2.2.4 **Street and Driveway Design.** Street and driveway designs should utilize the following design concepts.

- A. **Grading, Exposed Excavations and Retaining Walls.** Design streets or driveways to limit grading quantities, steep, exposed excavations and avoid the use of retaining walls where possible.
- B. **Street and Driveway Widths.** Limit street and driveway widths to reduce paving quantity and encourage slower vehicle speeds, while providing adequate access. Consider the use of ribbon driveways, pavers and other materials that decrease the amount of pavement and increase permeability. Please note, applicants must consult with the Fire Department and Transportation Division regarding alternative paving methods.
- C. **Garage Orientation.** Where possible, orient driveways and garages to be street-friendly, so that garage or carport openings are not facing directly onto streets.
- D. **Sidewalk Widths.** Provide street sidewalk widths that allow for landscaped parkways to buffer pedestrians from street traffic where feasible.
- E. **Street Trees.** City street trees should be incorporated into a project when none exist and/or at locations recommended by the ABR or City Arborist and the Street Tree Master Plan. Any street tree removal is subject to Park Commission approval.
- F. **Street Tile.** Refer to the City of Santa Barbara Paver Surfaces and Transitions Guidelines. The guidelines were developed by the City under the auspices of the Access Advisory Committee to Staff and design review hearing bodies. The guidelines are intended to facilitate the Design Review process, in consideration of City discretionary standards and in conjunction with the California Title 24 Accessibility requirements.
- G. **Plants and Irrigation in Parkway.** Water-wise plants are required and turf is prohibited in parkways. Drip irrigation or low precipitation rate sprinklers/bubblers are encouraged and irrigation must be designed to minimize runoff. See the City's list of recommended plants for parkways.

**2.2.5 Parking Lots.** Parking lot designs for commercial, industrial, institutional, or multi-family residential developments are required to provide attractive and durable screening for adjoining areas (SBMC §28.90.050). Canopy trees provide important benefits in parking lots, such as producing shade, moderating the heat absorbed by asphalt, and reducing air pollution from parked cars. The ABR is charged with enhancing parking lot designs to offset utilitarian appearances. The following standards apply to all parking areas, parking lots, and automobile service station/mini-market designs. Please note paving standards are also included in Sections 2.3.1 and 2.3.2.C.

- A. **Perimeter Planter Requirements.** SBMC §28.90.050.3 contains perimeter planter requirements. The Code also provides the ABR with the ability to reduce or waive the requirements where alternative landscaping and designs proposed are equally effective in meeting the ordinance intent. In accordance with the ordinance, the ABR will consider whether a landscape planter waiver can be granted in the following circumstances:
  - 1. Unique lot or existing building configurations will not allow a full parking area with five (5) foot wide planters; or,
  - 2. Where an existing building precludes a driveway with full-sized planters; or
  - 3. The project entrance is enhanced with an effective landscape screen, screen walls, decorative paving, significant architectural elements and/or skyline trees; or
  - 4. Significant landscaping is proposed on other portions of the site so the plan maximizes landscaping within the parking area and/or throughout the project.
- B. **Plant Types.** Planting shall consist of trees, shrubs and ground cover. Water-wise plant use is required, as is flowering vine use on fences and walls. No turf is allowed.
- C. **Shade and Greenery.** Use canopy trees in the interior of surface parking lots to provide shade and greenery. SBMC §28.90.050.3 requires a ratio of trees to parking spaces. Beyond this requirement, providing tree canopy coverage to result in at least 50% of the total paved area to be shaded within fifteen (15) years is recommended. (Refer to List of Recommended Parking Lot Canopy Trees-Appendix D).
- D. **Vertical Clearance.** Mature tree canopies should have a vertical clearance of fifteen (15) feet in order to accommodate lighting fixtures. Lighting fixtures should be lower than mature canopy trees. (Comply with Outdoor Lighting Design Guidelines).
- E. **Pavement Minimization.** Consider variable materials to reduce the appearance of substantial paving and to increase permeability. Please note, applicants must consult with the Fire Department and Transportation Division regarding alternative paving methods.
- F. **Irrigation.** Drip irrigation or low precipitation rate sprinklers/bubblers are encouraged and irrigation must be designed to minimize runoff.

**2.2.6 Tree Root Barrier Guideline.** The ABR may suggest or condition that an applicant study or confer with a tree expert (landscape architect, the City arborist or certified arborist) to offer recommendations as to whether a root barrier should be required to be installed. Root barriers may be suggested for a proposed tree location where the roots are within four feet of any hardscape, on-site or off-site, and may potentially affect buildings, sidewalks, paved pathways, curbs, etc. Palm trees do not need root barriers. Barrier placement is not recommended for a tree installation when existing trees are in close proximity because installation may damage roots of those trees.

### **SECTION 3 Additional Guidelines for Commercial/Industrial, Multi-Family and Residential Projects**

The following guidelines are applied to Commercial/Industrial and Multi-Family Residential projects as specified below in addition to the General Guidelines in Section 2 of this Part 2.

**2.3.1 Commercial/Industrial/Institutional.** Landscape planning in commercial and industrial areas of the City should have a different emphasis than residential areas. The focus in commercial/industrial areas should be on streetscape, driveway areas and parking lots. Mixed-use developments should consider goals from both commercial and residential landscape design guidelines. Large pavement areas, such as driveways and parking areas, should be embellished through material variation and/or pedestrian walkway delineation.

**2.3.2 Multi-Family Residential.** Exceptional landscape plans for multi-family residential developments are important due to the dense nature of these projects. The following guidelines are specific to proposed multi-family residential landscape plans.

- A. **Outdoor Living Space Area.** Designs should attempt to maximize the open yard area for each new dwelling unit, providing real usable outdoor living space, with special emphasis on safe, usable play areas for children. Consideration will be given for small or alternative landscaping designs for highly urban areas.
- B. **Outdoor Living Space Design.** Outdoor living area designs should have functional areas relating to site, solar access, and floor plans.
- C. **Pavement.** Vary paving materials to create interest and to delineate circulation within the ground plane, including separation between pedestrian and vehicular access.
- D. **Habitat Enhancement.** Use habitat-enhancing trees and shrubs.
- E. **Plants for Building Edges.** Use vines and espaliered plants to soften building edges.
- F. **Screening.** Design the site to screen unsightly elements (e.g., carports, parking stalls, trash areas).
- G. **Maintenance.** Projects must be maintainable and sustainable.
- H. **Minimize Green Waste.** Select plant species whose mature size is appropriate for the area planted to minimize pruning. Prune for health, not for size reduction or invasion control.

- I. **Landscape Protection.** Protect landscaped areas from vehicular and pedestrian encroachment with raised planting surfaces or curbs. Concrete step areas or stepping-stones should be provided in landscape planters adjacent to parking spaces.

### 2.3.3 Two-Family (R-2) Zone

Two-family (R-2) Zone projects are subject to the following guidelines. These projects should also be designed with special consideration for consistency with Street and Driveway Guideline 2.4.B, above.

- A. **Street Presence.** Street presence is an important consideration. When required private outdoor living space is provided in the front yard, avoid high hedges and/or solid walls.
- B. **Open Yard Area Landscaping.** The required 600 square foot open yard area should include landscaping (e.g. trees and plant materials).
- C. **Pavement Minimization.** Consider the great value in minimizing pavement to the fullest extent possible and including pervious surfaces.

## SECTION 4 Tree and Vegetation Preservation

2.4.1 **General.** Development should be sensitive to existing mature trees as they are a valued community resource. One of the Conservation Element's goals is to prevent unnecessary tree removal. Mature trees should be integrated into project design rather than removed. All feasible options should be exhausted prior to tree removal. Preservation and protection of existing significant trees is a primary goal of a landscape design and a site design.

2.4.2 **Projects Proposing Tree Removal.** If existing tree preservation is not possible, tree loss may result in required tree replacement(s) or possible project denial.

- A. **Considerations When Acting Upon Tree Removals Requests.** The ABR considers the following when acting upon a tree removal request:
  3. Whether such tree is designated as an historic or specimen tree;
  4. The potential size of the tree in relation to the size of the lot or building site and the size of the proposed or existing improvements;
  5. The number and size of other trees which would remain upon the building site after the requested removal;
  6. The number and location of adjacent trees on City property and the possibility of maintaining desirable tree density in the area through additional planting on City property;
  7. Any beneficial effects upon adjacent trees to be expected from the proposed removal;
  8. Whether the tree sought to be removed was planted by or with the permission of the applicant or the applicant's co-tenant at the time such tree was planted.

9. The condition and structure of the tree and the potential for proper tree growth and development of the tree canopy.

- B. **General Tree Replacement Standards.** Trees four (4) inches in diameter or greater at four feet six inches (4'6") above grade in height removed shall be replaced on site on a minimum 1:1 basis, unless an alternative replacement ratio is deemed necessary as part of the environmental review process. The standard required mitigation for tree loss is a 3:1 ratio replacement. This standard can also be increased up to 10:1 depending on the type of tree removed, lot size, and size and expected survival rate of replacement trees.

The appropriate replacement size shall be determined through the environmental review process in conjunction with ABR review depending on the size and biological value of the tree and on-site conditions. (See Tree Protection and Replacement Standards, below).

- C. **Tree Protection and Replacement Standards.**

Consistent with Environmental Resources Element Biological Resources policies ER11 and ER12, 1979 Conservation Element Visual Resources Policies 1.0, 2.0 and 4.0 and 1979 Conservation Element Biological Resource policies 4.0 and 5.0; efforts shall be made to preserve trees, in particular, native trees, including oak trees, and specimen trees are subject to the following guidelines:

1. **Earth Disturbance Prohibitions.** No earth disturbance is allowed in the circular area one-third the distance of the overall canopy/dripline as measured from the trunk. (For example, if the tree canopy is 30 feet, no work can be done in the first 10 feet from the outside edge of the trunk in all directions.) In other areas under the canopy/dripline, earth may only be disturbed with hand tools.
2. **Arborist's Report.** Any work within the general vicinity of the dripline of a tree may require an Arborist's Report. If an Arborist's Report is required, the ABR may defer to the report's recommendations.
3. **Paving.** Paving and other non-permeable surface encroachment under native and specimen tree canopy/driplines should be minimized. For oak trees, no paving is allowed under the canopy due to their sensitivity to paving. If paving or other non-permeable surfaces encroach within a canopy, no more than 25% of the total area beneath the canopy dripline can be covered, and paving may only be placed by hand or with hand tools.
4. **Distance from Structures.** The edge of the mature native or specimen tree canopy/dripline should remain a minimum of five (5) feet from all new structures.
5. **Protection Notes.** Proposed projects which may impact existing native or specimen trees are required to submit Tree Protection notes as part of the final landscape submittal. Notes shall be located on all site and/or grading plans.
6. **Replacement Dimensions.** If it is determined that a native or specimen tree is to be removed, the diameter of the required replacement tree(s) will

be equal to or greater than one-quarter the diameter of the existing tree (e.g., a 12-inch-diameter oak will be replaced with one measuring no less than 3 inches). Smaller tree replacement sizes than this formula may be specified in some cases to ensure replacement tree availability.

#### 2.4.3 **Tree Removal and Replacement Permits: Lots Developed with Multi-Family Residential, Commercial, or Industrial Uses**

- A. **General** (per SBMC Chapter §15.24). A permit is required for the significant alteration, removal or replacement of a tree as follows:
  - 1. **A Parks and Recreation Department Tree Permit (P&R Permit)** is required to significantly alter, remove, or replace a:
    - a. Front Setback Tree (as defined in SBMC §15.24.010); or
    - b. Designated historic or specimen tree (as defined in SBMC §15.24.010); or
    - c. Parkway Tree (as defined in SBMC §15.20.020)
  - 2. **ABR Review and a Community Development Department permit (CDD permit)** is required to remove a:
    - a. Tree that is part of approved landscaping (see definition 2.4.8.A below) on record; or
    - b. Parking Lot Tree (as defined in SBMC §15.24.010).

#### 2.4.4 **Tree Removal and Replacement Permits: Lots Developed with Duplex Residential Uses**

- A. **General.** A permit is required for the significant alteration, removal or replacement of a tree as follows:
  - 1. **A Parks and Recreation Department Tree Permit (P&R permit)** is required to significantly alter, remove or replace a:
    - a. Front Setback Tree (as defined in SBMC §15.24.010).
    - b. Designated historic or specimen tree (as defined in SBMC (§15.24.010).
    - c. Parkway Tree (as defined in SBMC §15.20.020).
  - 2. **ABR Review and a Community Development Department permit (CDD permit) may be required for removing a tree on an approved plan.** If a property owner proposes to remove a tree, then a CDD permit is required if the tree was noted to be specifically conditionally approved to be maintained on an approved plan.

**Exception: Substantially Similar Replacement Permit.** A permit is not required for the removal of a tree on an approved plan if the tree is replaced with a tree that is substantially similar as defined in 2.4.8.C of these guidelines. This exception does not apply to required P&R permits.

#### 2.4.5 **Tree Removal Permit Exceptions.** Dead, diseased or hazardous trees, except parkway trees, may be removed without a P&R permit or CDD permit (see SBMC §15.24.030 for

specific requirements). **However, even though a permit may not be required for the removal, in some cases a CDD permit for the replacement tree may be required within 30 days as follows:**

- A. **Tree(s) Required With Parking.** (SBMC §28.90.050, SBMC §28.90.001.H, SBMC §28.90.001.I, SBMC §28.90.100.G) The removal of trees required with a parking space or lot may require a tree replacement. If the replacement tree is substantially similar to the tree that is removed as defined in 2.4.8.C of these guidelines, then ABR review is not required. If the replacement tree is not substantially similar to the tree that is removed as defined in 2.4.8.C, then ABR approval of the replacement tree is required.
- B. **Tree(s) on an Approved Plan.** The removal of a tree on an approved plan may require a replacement tree. If the replacement tree is substantially similar to the tree specified on the approved plan as defined in 2.4.8.C, then ABR review is not required. If the replacement tree is not substantially similar to the tree specified on the approved plan as defined in 2.4.8.C, then ABR approval of the replacement tree is required.

2.4.6 **Landscape Removal and Replacement Permits.** A CDD permit is required for the alteration of approved landscaping subject to protection pursuant to the Municipal Code (see definition 2.4.8.A below). Note: If a tree removal is involved, see Section 2.4.3 and 2.4.4, above.

**Exception: Substantially Similar Replacements.** As provided in the Municipal Code, a permit is not required for the replacement of approved landscaping or other improvements subject to protection as long as the approved landscaping or other improvements are replaced with landscaping or other improvements that are “substantially similar” as defined in 2.4.8.C of these guidelines.

2.4.7 **Hillside Design District Vegetation Removal.** There are specific vegetation removal types and quantities that may require a vegetation removal permit and ABR review in the Hillside Design District. For example, a vegetation removal permit may be required for some forms of weed abatement. Please refer to SBMC Chapter §22.10 for exemption categories.

#### 2.4.8 Definitions

- A. **Approved Landscaping.** Landscaping for lots developed with multi-family residential, commercial or industrial uses which is shown on approved plans on record with the City of Santa Barbara. Approved landscaping subject to protection for lots developed with duplex residential uses is landscaping noted to be specifically conditionally approved to be maintained on an approved plan.
- B. **Original Planting Purpose.** The function or purpose of a tree or plant(s) on an approved landscape plan, sometimes explicitly stated, sometimes not. For example, tree or planting purposes can include: privacy protection, preservation of solar access, shade provision, visual framing of a building, style consistency, visual interest, historic preservation, erosion control, appropriate species near a biologically sensitive area, etc.

C. **Substantially Similar Tree or Landscaping Replacement.** Replacement trees or landscaping shall be considered “substantially similar” and therefore exempt from a CDD permit if they meet either of the following descriptions:

1. The replacement tree or landscaping:
  - a. Is the same species of tree or plant(s) as the tree or landscaping being replaced; and
  - b. Can be replaced with a reasonably proportionate tree per Item 2.a., below; and
  - c. Is at least as large as the approved landscape plan tree or plant(s) planting size, and a minimum of five gallon planting containers for trees; and
  - d. Is compliant with current regulations, including those listed in item 2.d., below.

OR

2. The replacement tree or landscaping to be replaced is a different species than the approved landscape plan species and the proposed species meets the following four criteria a., b., c. and d.:
  - a. The size of the removal or replacement meets the following applicable criteria:
    - i. Measurement of trees proposed for removal are less than 12” in diameter at 4’6” above the ground and less than 20’ tall; and
    - ii. The area of cumulative changes to conditionally approved plants is less than 1,000 square feet in the front yard and less than 20% of the total landscaped area; and
  - b. Characteristics of the proposed replacement tree or plant continues to achieve the original planting purpose, as defined in 2.4.8.B, through the following tree or plant aspects:
    - i. height (at present and maturity); and
    - ii. canopy (at present and maturity); and
    - iii. general branching characteristics; and
    - iv. nature of the foliage; and
    - v. flowering characteristics (frequency, color, etc.); and
    - vi. drought tolerance; and
    - vii. water conservation of the existing plant or tree and the proposed replacement plant or tree; and
    - viii. biological compatibility with any surrounding biologically sensitive areas; and
    - ix. size of tree or plant(s) and their root structure at planting (must be at least as large as the approved landscape plan tree or plant(s), and if planting size is not indicated, then at least 5 gallons.); and

- c. The replacement is not likely to introduce new biological issues:
  - i. The replacement does not introduce non-native species in an area where native species are predominate; and
  - ii. Replacement does not occur within 50 feet from the top of a coastal bluff per California Coastal Commission regulations; and
  - iii. Replacement does not occur within 50 feet from the top of creek bank as established on an approved plan or section drawing. If there is not a top of creek bank identified on an approved plan or section drawing, then the top of creek bank will be determined; and
  - iv. Replacement does not occur within an area of 30% slope or greater; and
  - v. The replacement does not introduce an invasive or noxious species as defined in Appendix C of these design guidelines or California Codes 7206, 7207, 7501; and
  - vi. Native landscaping will not be removed.
- d. Complies with codes applicable to the proposed tree or plant(s) removal or replacements, including:
  - i. Appeal Jurisdiction of Coastal Zone regulations
  - ii. City Right of Way regulations (SBMC §15.20.110)
  - iii. “Specimen” or “historic” tree requirements (SBMC §15.20.020 & §15.24.060); and
  - iv. Front setback trees requirements (SBMC §28.04.435 & §28.04.620); and
  - v. Parking lot landscaping regulations (SBMC §15.24.020)
  - vi. Hillside Design District Vegetation Removal requirements (SBMC §22.68.060 & §22.10.040)
  - vii. Automobile parking in a setback criteria (SBMC §28.90.001.H); and
  - viii. Parking in front yard required screening (SBMC §28.90.001.I); and
  - ix. Required screening for uncovered parking (SBMC §28.90.100.G); and
  - x. Landscape water conservation requirements (SBMC §22.80); and
  - xi. The replacement does not create water waste from plumbing and irrigation systems (SBMC §14.20); and
  - xii. Storm Water Management Program (State Water Resources Control Board Water Quality Order 2003-0005-DWQ, City of SB SWMP); and

- xiii. High Fire Hazard Area requirements (SBMC §8.04.020) including Fire Department approval and compliance with distance and plant material requirements; and
- xiv. Solar Shade Control Act regarding protection of existing solar energy systems from shade caused by neighbors. (California Public Resources Code Sections §25980-25986); and
- xv. Maximum screen or hedge heights or sharp wire regulations (SBMC §28.87.170).

## **SECTION 5 Special Areas**

### **2.5.1 Hillside Residential Landscape Design**

Landscaping in hillside areas should be sensitive to the community's view of the new development, as well as the view from the subject property. The following guidelines are specific to hillside areas of the City.

- A. **Appearance.** Landscaping should visually diminish the mass of structures as viewed from the community. Plantings should be selected from a palette of California native plants or Mediterranean plants that blend into the hillside and frame views. Plantings should not distract from the natural hillside profile. For example, palm tree installation would be discouraged, especially along ridgelines. Also, brightly colored flowers such as begonias planted to cover large areas of publicly visible fences and walls would be discouraged because they contrast with the surrounding hillside when viewed from a distance.
- B. **Natural Surroundings.** Oak woodlands, steep slopes, bluffs, creeks, watersheds, or other native habitats should be evaluated by a biologist, arborist, or landscape architect to determine the appropriate landscape plant selection and maintenance to minimize negative effects on natural areas.
- C. **Grading.** Grading should be minimized.
- D. **Slope Failure.** In the event of slope failure, a soils engineer, geologist or landscape architect may be required to recommend appropriate mitigation for plantings and/or irrigation installation as well as erosion control measures.
- E. **Erosion Control Measures.** Erosion control measures should also be included on hillside landscape plans. Also, refer to the Seismic Safety Element Landslides Hazard Reduction recommendations section.

### **2.5.2 Creeks, Water Courses and Wetlands**

Projects near creeks, water courses and wetlands are subject to the following guidelines. These projects should also be designed with special consideration for consistency with the Sustainability Principles outlined in Section 2.2.3.

- A. **Degradation Prohibition.** Development in and adjacent to creeks shall not degrade the creeks or their riparian environments. Where existing creeks, watercourses, and/or wetlands provide a natural environment, avoid removal of these environments.

- B. **Native Plant Species.** Protect, maintain, enhance, and/or restore native plant species and vegetation in areas along natural creeks, watercourses and wetlands.
- C. **Expert Use.** Consult a licensed landscape architect and/or biologist to provide recommendations and/or specifications to plant, protect or revegetate a site. In many cases, a biologist will be required to participate in the development of restoration and/or revegetation plans.
- D. **Immediately Adjacent Landscaping.** Only native, non-invasive vegetation shall be planted immediately adjacent to creeks, watercourses and wetlands. Also, see Conservation Element and Local Coastal Plan direction regarding development on bluffs.
- E. **Buffer Landscaping.** Vegetative buffers shall be provided between natural areas and developed or high-use areas. Buffer vegetation should be native, but may include non-native vegetation if it is non-invasive.

### 2.5.3 High Fire Hazard Area Landscape Design

- A. **Defensible Space.** Meet defensible space requirements around structures as required by the Fire Code, consistent with Fire Department High Fire Hazard Area Landscape Design Guidelines. The guidelines specify drought-tolerant, fire-resistant plants and plant placement to reduce wildfire hazards. Please consult with the Fire Department's Wildland Fire Specialist.
- B. **Native and Fire Retardant Vegetation.** Native and fire retardant vegetation must be used for major cut and fills slope landscaping where development occurs on hillsides. Within vegetation management areas as identified in the Wildland Fire Plan (Community Fuel Treatment Area and Vegetation Management Units) vegetation shall be designed to reduce the amount of flammable vegetation. Please consult with the Fire Department's Wildland Fire Specialist.



## PART III MEETING PROCEDURES

### INTRODUCTION

#### SECTION 1 Interpretation and Application

The Architectural Board of Review Meeting Procedures provide direction to ABR members, city staff and to the public as a whole. Nothing herein shall be interpreted in a manner contrary to the requirements of State law or the SBMC and in the event of a conflict between the requirements of State law or the Municipal Code and these guidelines, State law or the Municipal Code shall prevail.

Staff will make periodic updates to the “Architectural Board of Review Guidelines & Meeting Procedures” to implement preferred procedures and guidelines and reflect changes in the regulatory environment.

#### SECTION 2 General Information and Procedures

##### 3.2.1 General Information

- A. **Meeting Dates and Location.** The full Board ABR meetings generally occur every other Monday in the David Gebhard Public Meeting Room, Community Development Department, 630 Garden Street, Santa Barbara, California. The ABR meetings may be televised live on the local Government Access channel. Agenda items are scheduled as time-certain with the final item usually scheduled for no later than 8:00 P.M. Please note changes may occur to the meeting agendas due to postponement of items as described in Section 3.2.7.

If a holiday falls on Monday, meetings will be held on the following Tuesday or at the discretion of the Board. The consent calendar review occurs at 1:00 P.M. on the same day and it is also held in the David Gebhard Public Meeting Room, 630 Garden Street, Santa Barbara, California.

Occasionally there is a need to cancel a regular meeting or to hold a special meeting. Dates and times of such meetings shall be posted in the usual manner as specified in Item 3.2.1.E “Notice and Posting.”

In compliance with the Americans with Disabilities Act, if special assistance is needed to participate in this meeting, please contact the Planning Division at (805) 564-5470. Notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements.

- B. **Applications and Filing.** Application instructions are available at the Community Development Department/Planning and Zoning Counter at 630 Garden Street and on-line. Business hours are 8:30 A.M. to 4:30 P.M., Monday through Thursday and every other Friday. For a current list of office hours, and a schedule of Friday closures, please visit the City's website at [www.SantaBarbaraCA.gov](http://www.SantaBarbaraCA.gov), or call (805) 963-0611.

Applications deemed complete are accepted for the next available agenda on a first-come-first-served basis. Applications are date-stamped and submittal times are logged to assist Staff in determining project priority. Projects requiring a noticed hearing will be scheduled accordingly after an application is received. For example, approximately two and one half weeks is needed to schedule a project that requires a mailed noticed hearing. Applications deemed incomplete by Staff or which have major zoning issues shall not be placed on an agenda. Staff will also consider the following factors when scheduling items: availability of City Staff, review level required, expected public comment and number of items submitted.

- C. **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 or Planning Staff to verify requirements for their specific projects. Unlicensed persons are limited to the preparation of ABR plans for:

- Multiple family dwellings not to exceed four (4) units per lot, of wood frame construction, and not more than two stories and a basement in height
- Non-structural changes to storefronts

See additional information regarding landscape plan licensing advisories in Part II of these Guidelines.

- D. **Application Completeness.** Due to the high volume of projects that require ABR review, it is important for applicants to submit complete applications. (Please refer to the handout available at the Planning and Zoning Counter entitled “Design Review Submittal Packet,” which describes the elements of a complete application.) Failure to submit a complete application may result in Planning Staff refusing to accept the application at the counter or the inability to place a project item on the next available agenda. The ABR may deem an application incomplete, for example, if the application submittal lacks sufficient photographs or does not provide required information.
- E. **Notice and Posting.** Both the regular agenda and consent calendar are posted for public review on the outdoor bulletin board at 630 Garden Street adjacent to the David Gebhard Public Meeting Room, and in the public counter area at 630 Garden Street. Agendas and minutes are also available on the Community Development Department’s website at [www.santabarbaraca.gov/abr](http://www.santabarbaraca.gov/abr).
- F. **Fees.** Fees are based on the size, scope and type of project proposed. Staff will determine appropriate application fees based on the current fee resolution adopted by the City Council. Staff at the Planning and Zoning Counter can provide the most recent information, and the fee schedule is available on-line at: [www.santabarbaraca.gov/Resident/Home/Forms/planning.htm](http://www.santabarbaraca.gov/Resident/Home/Forms/planning.htm)

**G. Staff Contact**

Community Development Department, Planning Division  
630 Garden Street  
Phone: (805) 564-5470 Fax: (805) 897-1904  
Website: [www.SantaBarbaraCa.gov](http://www.SantaBarbaraCa.gov)  
e-mail: [ABRSecretary@SantaBarbaraCa.gov](mailto:ABRSecretary@SantaBarbaraCa.gov)  
or email ABR Planning Technician in format:  
FirstInitialLastName@SantaBarbaraCa.gov

**3.2.2 Agenda Organization.** Agendas for a meeting are organized on an approximate "time certain" basis. The following agenda order usually applies. However, the agenda times are subject to change in that an item may be heard either earlier or later than noted in the approximate schedule due to continuances or postponements of agenda items. It is recommended that people arrive at least 15 minutes before the approximate time for their item of interest because the actual timing of items is subject to change based on the length of other agenda items.

Instructions for the ABR regarding the review level which may take place for the project are indicated in bold face letters in parentheses under each project description.

**A. General Business**

- I. Public Comment
- II. Approval of minutes
- III. Consent Calendar
- IV. Announcements.
  - A. Staff Announcements such as requests by applicants for continuances and withdrawals, and future agenda items.
  - B. Board Member Announcements
- V. Subcommittee Reports: Standing and Ad Hoc Subcommittees. These reports are brief announcements, and do not involve general ABR discussion or actions. If members wish to discuss the substance of a subcommittee report, members must request that staff properly agendize the topic under "Discussion Items" at a future meeting of the ABR.

**B. Discussion items**

- **Appeals**
- **Concept Review** (continued items first, followed by new items)
- **Project Design Approval** (continued items first, followed by new items)
- **In-Progress Review**
- **Final Approval** (continued items first, followed by new items)
- **Review After Final Approval**

**3.2.3 Notices.** Some projects require a noticed hearing before the ABR. When a noticed hearing is required, written notice of the hearing is mailed to the applicant, the owner of any lot within 300 feet of the project, and interested parties in the City database. In addition, a “Notice of Development” sign is posted on the site of the proposed project. If a project requires another land use decision by the City Council, Planning Commission, or Staff Hearing Officer, the notice for the first Design Review hearing shall comply with the notice requirements for that hearing body. The purpose of these notices is to provide an early opportunity for adjacent property owners and occupants to comment on development proposals that may impact their property. (See SBMC §22.68.040 for the types of applications that require a noticed hearing and the specific noticing requirements).

If the Community Development Director or appointed representative determines that plan substitutions constitute a substantial change from the previously noticed plan (including, but not limited to, changes to the project’s, size, bulk, scale, form, or design), the Community Development Director or appointed representative may require the project to be re-noticed for another public hearing. The Community Development Director or appointed representative may also require an additional noticing fee to be paid by the applicant in these cases.

#### **3.2.4 Project Presentation/Plan Substitution**

A. **Plan Presentation.** All levels of review with the exception of the consent calendar, require the presentation of the project by the applicant or the applicant’s representative. If no one is available to present an item on behalf of the applicant, the agenda item shall be continued indefinitely. The applicant or the applicant’s representative will be responsible for rescheduling the project. Applicants may always submit additional information, architectural details, or notes on additional plan sheets at the hearing when the additional information is consistent with the agendized project (the plans submitted at the time the project was agendized).

#### **B. Plan Substitution**

Plans originally submitted and filed for a particular meeting or review are generally not allowed to be substituted by applicants at the time of the scheduled meeting date. This policy is intended to ensure that approvals are not obtained without proper Staff oversight and to ensure an adequate opportunity for public review prior to the meeting. The exceptions to this general policy are explained below.

Plans may not be substituted at the first mailed noticed concept review hearing or when a project design approval or final approval is being requested. Plans may be substituted at non-mailed notice Concept or In-Progress reviews if the following conditions have been met:

1. Proposed site plan does not have any changes that would require a Zoning Modification; and
2. Proposed building heights, site plans and elevations are substantially consistent with agendized plans; and
3. The project has the same level of zoning compliance as agendized plans; and
4. A completed Plan Substitution form is submitted to Staff. If the newly substituted plans are not substantially consistent with agendized plans, the

new plans will be agendized for a future meeting.

### 3.2.5 Public Hearings and Public Comment

- A. Official public hearings, whereby a mailed notice of a project has been sent to nearby property owners and other interested parties, will be announced by the Chair as an opportunity for public comment prior to ABR comment on plans. No more than one mailed notice public hearing is required to be held at the ABR on any particular development project unless the project has changed substantially from the original application. For agenda items which are not official mailed-notice public hearings, the Chair will invite members of the public, who have submitted request to speak forms, to speak on the items prior to ABR comment. For all agenda items, speakers who wish to comment on a project may be asked to limit their speaking time to no more than two minutes. The ABR may adjust the length of time each person speaks based on the number of people who wish to speak. In order to manage meeting length, Staff will generally limit the total number of mailed noticed public hearings scheduled per ABR meeting to no more than four.
- B. The ABR recommends that interested neighbors work together either to organize their comments or to select one person to represent the neighborhood and speak on the group's behalf. The following examples of public comment types are appropriate:
- aesthetic issues
  - design issues
  - neighborhood compatibility
  - environmental issues
- Comments on topics that may not be within the ABR's purview, such as the following, are discouraged:
- site land use or zone designation
  - project density
  - project affordability
- C. The ABR shall consider public comments directly related to aesthetic issues involving architecture, landscaping issues and compatibility with the surrounding area. These general guidelines are in place to manage meeting duration each week.

3.2.6 **Review Levels.** See the ABR Checklist available at the Planning and Zoning Counter or the City’s website for specific submittal requirements for each level of review.

A. **Concept Review**

1. Concept review is an informal review process during which no formal action is taken. Applicants are encouraged to present sketches and/or conceptual drawings. ABR comments give the applicant general directions for future review. Applicants are encouraged to respond to all ABR comments thoroughly in order to avoid more than two (2) concept reviews prior to Staff Hearing Officer or Planning Commission review, if possible.
2. The ABR may request a site visit or story poles to be placed at the site prior to commenting or taking action on the application.
3. Concept review considers broad issues such as site planning, general architectural style and the project’s relationship to its site and surrounding buildings.
4. Concept review is required prior to any other City reviews (such as environmental review, Planning Commission, etc.), and before any formal action is taken by the ABR. Project design approval is not usually granted at a concept review level. Generally, an application must receive “positive comments” from the ABR prior to the project’s placement on another review body’s hearing agenda.
  - A. A concept review does not result in a formal action and, therefore, may not be appealed.
  - B. The ABR may move a concept review item to a project design level and give a project design or final approval if sufficient information has been provided and no other discretionary action is required.

B. **Planning Commission Comments.** SBMC Chapter §22.68 specifies that the ABR may refer projects which are highly visible to the public to the Planning Commission for comments prior to ABR’s project design approval of a project.

C. **Project Design Approval**

1. Project design approval occurs prior to preparation of working construction drawings. The plans should reflect all applicable Planning Commission conditions and City Departmental conditions of approval.
2. Project design approval is the most important approval of plans and determines the site plan configuration and design that must be followed in the working drawings. Any substantial design project changes after project design approval will require a new project design and approval.
3. All significant elements of the architectural appearance, landscaping and site/building orientation must be found consistent with applicable guidelines in order to receive approval at this level of review.

4. Environmental review, Planning Commission approvals, and other discretionary review, if required, must be completed prior to project design approval.
  5. For purposes of Government Code §65950, a project design approval shall be considered to be "approval" of the project by the ABR and concludes the discretionary phase of project review. It shall constitute the substantive ABR design approval of the project which is appealable; however, final approval of all details, including landscaping, is still required prior to the issuance of building permits.
- D. **In-Progress Review.** Applicants are encouraged to schedule an "in-progress review", which occurs after project design approval. If the ABR has expressed concern about a specific item (e.g. details, colors, etc.), the applicant may be requested to submit in-progress" drawings to assure that the drawings are consistent with the project design approval.
- E. **Final Approval.** Final approval of completed working construction drawings occurs prior to submittal for a building permit.
1. Final plans will be approved if they are in substantial conformance with the plans given project design approval. If the applicant proposes substantial changes to the plans after project design approval, a new project design approval will be required. All Planning Commission Conditions of Approval shall be included on the plans.
  2. All details, color samples, door hardware and exterior lighting fixtures shall be included for review. The "Design Review Final Approval Submittal Checklist" indicating sheet numbers where plan details are located within plan sets must be submitted with the final proposed details.
  3. A final approval may be obtained subject to conditions that allow minor details to return on the consent calendar.
- F. **Review after final Approval.** Review after final approval occurs when there is a proposed change to a project after final approval of the project has been granted. Plans submitted should include all information on drawings, which reflect the proposed changes. If changes are not clearly delineated or shown, they cannot be construed as approved. Additional fees are charged for a "review after final approval" consideration. Any changes to a project for which "review after final approval" is requested shall be subject to a substantial conformance determination for conformance with the final approval.
- G. **Consent Calendar.** The consent calendar is meant to expedite the review of minor projects. One ABR member who is assisted by Staff reviews the Calendar. Applicants are advised to attend but are not required to attend or make a presentation of the project. A recommendation regarding each item on the Calendar is made to the full ABR for action. Such recommendation is not final until acted upon by the ABR. The ABR may take an item off the consent calendar to be considered by the full ABR. The ABR may also direct some projects or portions of projects to the consent calendar for review.

In addition, Staff has been delegated the discretion to place the following items on the consent calendar when appropriate:

1. Minor upper floor addition where the upper story already exists and the amount of proposed square footage is small.
2. Addition of trash enclosures if they meet minimum ordinance requirements, complement the building's architecture and are not within public view.
3. Additional landscaping on an existing site or minor changes to proposed landscaping of an approved project.
4. Addition of parking spaces where no landscaping will be removed and minimum ordinance requirements are met.
5. Minor exterior or site changes.
6. Second or third time extensions for final approvals for minor projects.
7. Any project within categories listed below under "Minor Projects Eligible for Administrative Staff Approval."

H. **Minor Projects Eligible for Administrative Staff Approval.** Some minor design projects may be approved as a ministerial action by the Community Development Director or appointed representative without review by the ABR. The Community Development Director or appointed representative has the authority and discretion to refer any minor design project to the ABR if the project has the potential to have an adverse effect on the architectural integrity of the building, structure, or surrounding property. ABR Staff also may refer any projects which do not appear to comply with applicable guidelines to the ABR consent calendar or full Board. The Administrative Staff Review process is limited to the types of addition or alteration projects listed in Part 1 Section 10 of these ABR General Design Guidelines & Meeting Procedures which comply with applicable standards described in the section.

I. **Construction Without Permit ("As-Built")**

The ABR shall review as-built applications with the same degree of scrutiny and consideration afforded other proposed new projects utilizing the following criteria:

1. As-built work shall comply with all adopted design guidelines or be made to comply.
2. As-built work constructed or completed without benefit of review by the ABR may be subject to denial if the work is deemed unacceptable.
3. Materials used and construction quality shall be evaluated by the ABR when determining if the as-built work is acceptable as constructed.

### 3.2.7 Procedure for Continuances, Postponements, Referrals, and Absences

- A. **Continuances.** A continuance is the carrying forward of an item under discussion to a future meeting. To be considered for a continuance, the applicant must attend the meeting and make a presentation. An application may be continued (i) at the request of the applicant, or (ii) by action of the ABR. Unless a continuance is necessary in order for the ABR to receive reports or other information, the ABR Chair may offer the applicant the option of agreeing to the continuance or requesting that the ABR give the project an up or down vote at the present meeting.
- B. **Postponements.** A postponement is deferral of the consideration of an agenda item to a future meeting. No discussion or presentation takes place on the date a postponement occurs. To be considered for a postponement, the applicant must contact ABR Staff prior to the meeting date and state the reason(s) justifying the postponement. A noticed hearing item may be continued to a “date certain” without re-noticing, or may be continued indefinitely, subject to the required proper re-noticing. If an application has been postponed more than twice, the ABR may deny the application “without prejudice” to a future application. Without prejudice means the ABR will have no reservations or pre-formed opinions in reviewing a resubmitted project.
1. If an applicant fails to request a postponement before 4:30 p.m. on the Thursday prior to the meeting date, the item will be postponed indefinitely. It is the applicant's responsibility to contact staff in order to reschedule the item for consideration. An applicant who fails to timely request a postponement shall pay a rescheduling fee.
  2. The agenda schedule is subject to change as cancellations occur; applicants are encouraged to arrive 15 minutes early. Applicants who arrive late for their scheduled agenda item may be postponed indefinitely unless the ABR agrees to hear the item and if time permits. It is the applicant's responsibility to request that staff reschedule the item for consideration.
  3. ABR Staff may rearrange the agenda item order after agenda publication in order to minimize time gaps in the meeting due to cancellations or postponements. The ABR Staff-person may also consult with the ABR Chair to assist in scheduling discussion items and to determine appropriate time allocations for projects when long agendas are planned.

- C. **Referral from Consent Calendar to Full Board.** All actions on consent calendar items are subject to ratification by the full board. Anyone may request that a consent calendar item be referred for full board review. Anyone making such a request must state the reasons for the referral request. If a motion to refer an item to the full board carries, the item will only be reviewed by the full board that day if an announcement regarding the potential referral was made during the item's consent calendar hearing. If no announcement was made during the consent calendar hearing, then the referred item will be continued and listed on a subsequent full board agenda. If an applicant chooses not to be present for the full board review, Staff will notify the applicant if the ABR could not approve the consent calendar item as presented, and the item has been continued for further review on the next available agenda.
- D. **Absences at Consent Calendar.** Although attendance is recommended, applicants need not be present for consideration of items on the consent calendar. Staff may present projects when applicants are absent. However, if an applicant does not attend the consent review, project design approval may be delayed. If an applicant is absent, the project design will not be denied on the consent calendar; instead, the project will be continued indefinitely.

### 3.2.8 Decisions

- A. **Project Compatibility Analysis.** SBMC §22.68.045 sets forth six criteria which the ABR must consider in the review of development projects.
- B. **Findings to Approve a Project.** In order to grant a project design approval, the ABR makes a finding that the project is consistent with any applicable laws and guidelines. Specific project types also require special findings for a project design approval to occur, as follows.
  - 1. **Special Findings for the R-0 Zone.** The ABR must find that the design and appearance of an office building is designed to be compatible with existing and possible future adjacent residential uses. This finding does not restrict the ABR from requiring some exterior remodeling, painting or other improvements before a residential building is converted to office use (SBMC §28.48.115).
  - 2. **Special Findings for the C-O Zone.** The ABR must find that the design and appearance of an office building is designed to be compatible with adjacent residential uses (SBMC §28.51.115).
  - 3. **Special Findings for Wireless Antennas.** The ABR must take action to minimize adverse visual impacts associated with wireless antennas and equipment installation. The ABR shall consider compatibility with nearby buildings, appropriate screening, site location, antenna color and size in order to find no adverse visual impacts will result. (SBMC §22.87)
- C. **Project Denial.** The ABR may deny a project that is inconsistent with any applicable guideline or any applicable finding. The ABR should state the reason(s) for a project denial in the motion for project denial.

### 3.2.9 Action, Appeals, and Expiration of Approval

- A. **Time Limits on Approvals.** Conceptual comments are generally valid for one year, at the ABR's discretion. ABR 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. Also see SBMC §22.87.370 for provisions for projects with multiple approvals.
- B. **Time Extensions.**
  - 1. **Project Design Approval Extension.** See, SBMC §22.68.
  - 2. **Projects with Multiple Approvals.** See, SBMC §28.87.370.A.
- C. **Appeal of ABR Decision.** Any action of the ABR on an application for project design or final approval may be appealed to the City Council in accordance with SBMC §22.68.100 and Chapter 1.30 of the SBMC. The standards of review at each level of review are explained in Section 3.2.6. If a project is approved by the ABR, the project design approval decision is the critical decision on the design elements of the project that should be appealed. Otherwise, the final approval decision may be appealed only on the basis that it is inconsistent with the project design approval. If a project was granted an approval without a project design approval decision, the final approval decision is the substantive decision that may be appealed.

The letter of appeal stating the reasons for the appeal must be filed with the City Clerk within ten (10) calendar days of the contested action together with the appropriate appeal fee.
- D. **Re-Filing a Denied Project Design.** When the design of a project has not been approved by the ABR, the same design application cannot be re-filed with the ABR for one year, unless the design is substantially changed from the original. Changes to a denied project design refiled within one year must mitigate the reason for denial of the project design.

### 3.2.10 Plan Check and Building Permit

- A. **Cursory Plan Review.** All development applications are briefly reviewed prior to ABR agenda placement for basic zoning compliance. The project applicant is responsible for verifying compliance with all applicable codes and regulations.
- B. **Preliminary Plan Review.** Staff reviews plans for compliance with Zoning Ordinance and checks records for the property as needed to verify ordinance compliance.
- C. **Building Plan Check.** Following Final Approval by the ABR, applicants may submit plans to the Building and Safety Division for plan check. ABR Staff is not responsible for routing plans to Building and Safety for building permits. If any changes are made to plans during the Building Plan check code compliance process that would alter the exterior appearance of the building(s), Staff shall decide if the revised plans require further ABR review. When the plans have completed the plan check process and all corrections have been made, ABR Staff will stamp the plans and sign the zoning clearance/design review approval stamp in order to allow issuance of a building permit.

- D. **Building Permit.** Building permits are required to be issued for most ABR approvals in order to verify and inspect compliance with ABR approvals. Changes to a project during construction may necessitate review after final approval by the ABR or staff.
- E. **Appeal of Sign Committee Decision.** Appeals must follow the sign ordinance procedures and will be placed on the next available ABR agenda. After considering the appeal the Commission takes a vote to grant, modify the action, or deny the appeal.

### SECTION 3 Jurisdiction

3.3.1 **ABR Jurisdiction.** The ABR shall review and take action to approve, conditionally approve, or deny all applications for:

- A. **Building Permits: Nonresidential, Multiple Family, and Mixed Use.** All applications for building permits to alter the exterior of or erect a non-residential, multiple family, or mixed use (residential and non-residential) building or structure or which will result in two or more detached dwellings on one lot shall be referred to the ABR for review. Questions about review of certain types of projects have arisen periodically. The two following types of projects are specifically included in those projects subject to ABR review:

1. Exterior courts and courtyards which are not permanently covered are subject to review if a building permit is required for the work.
2. The project results in an exterior color change to any commercial building, or to a multiple family project that is being reviewed by the ABR for other changes (such as condominium conversion).

Applicants in doubt about whether a project requires ABR approval, are advised to consult with ABR Staff.

- B. **Grading Permits.** Any application involving grading (cutting or filling) on a lot or lots (other than a lot in a single-family zone or a lot developed exclusively with a single-family home) shall be referred to the ABR for review (SBMC §22.68.020.D).
- C. **Subdivision Grading Plans.** Subdivision grading plans (cutting or filling) on a lot or lots (other than lots in single family zones) shall be referred to the ABR for review (SBMC §22.68.020.C).
- D. **City-Owned Land.** All buildings or structures erected upon any City owned land (or land leased to the City) (SBMC §22.68.090).
- E. **Outdoor Lighting.** Any change of, or addition to, the outdoor lighting of any building or property subject to ABR review (SBMC §22.75.050).
- F. **Highway 101 Improvements.** Improvements to Highway 101 or appurtenant highway structures which require a Coastal Development Permit located within the Highway 101 Santa Barbara Coastal Parkway Special Design District, except for Highway 101 projects in the El Pueblo Viejo Landmark District. SBMC §22.22.140(C) (SBMC §22.68.020.F).
- G. **Signs.** Conforming and Consent review of signs is under the authority of the Sign

Committee. Full Board Review of signs is conducted by the Historic Landmarks Commission if within El Pueblo Viejo or other landmark districts and by the ABR if within the remainder of the City (SBMC §22.70.050).

- H. **Other Applications.** Applications referred to the ABR for architectural, site plan, design and/or professional review.
- I. **Parking Lots.** Applications for construction or alterations to a parking lot associated with a commercial or residential project, which are under ABR's jurisdiction.
- J. **Wireless Communication Antennas and Facilities.** Applications for wireless communication facilities, including wireless facilities, must be reviewed to minimize design and installation visual impacts (SBMC §28.94.030.DD).
- K. **Historic Resources.** Projects involving structures identified as a potentially significant historic resource through a study or by inclusion on the City's Potential Historic Resources List may be referred to the Historic Landmarks Commission for Design Review recommendations.

## **SECTION 4 Meeting Conduct**

### **3.4.1 General Procedures**

- A. **Robert's Rules of Order.** The ABR has adopted Robert's Rules of Order for the formal conduct of meetings. Robert's Rules of Order shall govern the conduct of meetings unless otherwise provided by these Guidelines or as may be determined appropriate by the Chair of the ABR. However, the general meeting procedures tend to be less formal.
- B. **Discussions Outside of Regularly Noticed Meetings.** It shall be a general policy of the ABR that private discussions between applicants and ABR members, or groups of ABR members shall not be initiated or encouraged by ABR members. If a discussion does occur, it does not constitute official action or recommendations of the ABR. Such a discussion would not reflect the consensus of the entire ABR, nor shall it be construed as an interpretation of the ABR's policies. ABR members are encouraged to inform the ABR of such ex-parte discussions at regularly scheduled meetings.
- C. **Quorum.** Four members, one of whom shall be an architect, constitute a quorum of the ABR. A member who remains present but abstains from voting counts as part of the quorum while a member who steps down (and is required to leave the room) does not count towards the quorum. Any member with a disqualifying conflict pursuant to the Political Reform Act shall step down and not be counted toward achieving a quorum. No project design or final approval shall be given unless at least four members, one of whom shall be an architect, vote on the motion.

- D. **Abstention on Continued Items.** The intent of this procedure is to ensure fair project reviews with consistent direction on projects. A board member who was absent in a previous review should only comment on a continued project if the member becomes informed of the previous discussion. Comments should only be made if the board member has reviewed the plans, reviewed the video of the hearing and read the minutes of the relevant portions of that meeting. If a board member has not fully informed himself or herself concerning prior ABR review, the member should abstain from commenting or voting on the project. If a board member abstains from a vote because the board member missed a prior meeting, but remains present for the discussion and vote, the board member's presence counts toward the quorum. For minor projects which received a very brief review, it may not be necessary for board members to review the video of the project's hearing.

Once a project has received a project design approval, board member comments on projects in the final approval stage should only address whether the design proposed for a final approval substantially conforms to the design that received project design approval. Board members should avoid revisiting concept review issues.

- E. **Reconsideration.** A motion to reconsider any action taken by the ABR may be made only at the meeting at which the original action is taken or at the next regular meeting of the ABR. A motion to reconsider may be made only by a board member who voted with the prevailing side on the original action. In order to allow for compliance with Brown Act requirements, if a motion to reconsider is not made during the meeting at which the original action is taken, a board member who wishes to make such a motion must provide staff with a written request to place the motion to reconsider on the agenda of the next regular meeting of the ABR before the end of the second business day following the day on which the original action was taken.
- F. **Brown Act Meeting Rules.** ABR meetings, including meetings of ABR standing subcommittees, shall be governed by the Ralph M. Brown Act (Govt. Code §54950 et seq.).
- G. **Conflict of Interest.** Members must comply with all laws and regulations prohibiting participation by officials in making decisions for which they may have a conflict of interest under State law, in particular the Political Reform Act of 1974.
- H. **Staff Assistance.** Staff shall assist the ABR and the general public through the ABR process. Any Staff comments shall be stated at the beginning of each review.
- I. **ABR Member Attendance.** If a member cannot attend a meeting, or must step down from a particular item due to conflict of interest, the member is asked to contact Staff at the earliest possible opportunity prior to the meeting date. The purpose for this staff notification is to ensure a minimum quorum of members is maintained for review of all items.

- J. **ABR Member Compensation.** ABR members may receive compensation for attendance at Board meetings in accordance with the Community Development Department's approved budget.
- K. **ABR Member Site Visits.** A site visit may be conducted to a proposed development site when additional site information is required prior to ABR comment or action on a project. Staff shall notify ABR members and the public of scheduled organized or drive-by site visits via notation on the meeting agenda.
- L. **Story Pole Requirements.** The ABR may require story pole installation by applicants to gain a better understanding of the proposed height, size, bulk, and scale of a project and its relationship to the surrounding community and potential view impacts. Coordination with the Planning Commission for story pole placement and site visit is recommended. The installation shall follow the City's adopted criteria for story pole placement and installation standards. See Section 5, Story Poles of this Part III, for more information about residential story pole requirements.

#### 3.4.2 Officer Election

- A. **Chairperson.** As soon as practical following the first day of January of every year, the ABR shall elect one of its members to serve as Chairperson. An election is also held as soon as practical in the case of an unexpected chairperson vacancy.
- B. **Vice Chairperson.** Following the election of the Chairperson, the ABR shall elect a Vice-Chairperson who will conduct meetings in the absence of the Chairperson.

#### 3.4.3 Subcommittees/Advisory Committees.

The ABR may establish one or more subcommittees comprised of three or fewer members appointed by the Chairperson and confirmed by a majority vote of the ABR.

- A. The Access Advisory Committee to Staff provides assistance and comments to the ABR on accessibility issues.
- B. Visual Arts in Public Places Committee (VAPP) is an advisory committee to which the ABR appoints a representative.

### SECTION 5 Visual Aids, Including Story Poles.

3.5.1 **Purpose.** The purpose of visual aids is to assist the ABR, staff, applicants, and the public in the review of projects to determine consistency with the Land Use Element and Conservation Element of the General Plan and the Local Coastal Plan. The visual aids will also be used by review bodies throughout the review process to make the findings necessary to approve Coastal Development Permits, Development Plans, many Tentative Subdivision Maps, Conditional Use Permits, and other land use entitlements. ABR approvals may also require visual aids above and beyond the required photographs as described in the application. These approvals all require findings regarding appropriate size, bulk, and scale, and/or minimizing impacts on important public scenic views. These visual aids may also be needed to determine whether the project will result in significant environmental impacts on important public scenic views for environmental review as required for California Environmental Quality Act.

- 3.5.2 **Definition.** “Visual aids” may include, but are not limited to, story poles, photo simulations, and other means such as models (physical or computer simulations). The visual aids allow a better understanding of a project’s size, bulk, and scale in relation to the neighborhood and/or its effects on important public scenic views. In most cases, story poles are the primary visual aid used. Specific information describing these visual aid requirements and story pole installation standards are outlined in two documents and may be accessed on the city website ([www.santabarbaraca.gov](http://www.santabarbaraca.gov)) or at the Planning and Zoning Counter, “Story Pole and Visual Aid Requirements - Planning Commission Projects.”
- 3.5.3 **When Required.** The ABR or Staff may request visual aids, such as photo simulations, three-dimensional massing models, perspective drawings, rendered streetscape elevations, and/or comparative building studies as well as story poles. ABR visual aid requests are made on a case-by-case basis, based on the ABR’s determination of what media will satisfy cost effectiveness and explanatory goals.
- 3.5.4 **Other Visual Aids.** In some cases, additional visual aids may be required or recommended. The requirements for these are outlined below.
- A. **Photo Simulations.** These may be required on a case-by-case basis, as determined by the Planning Division.
1. Photo simulations shall be completed using either panoramic photographs or several photographs put together. Polaroid photographs are not acceptable. A computer simulation may be used. Photo simulations shall be mounted and be foldable to 8½” x 11” size.
  2. At a minimum, the proposed project shall be shown as an overlay over the existing property, showing the existing buildings on either side of the proposed project for a minimum of one parcel in either direction. The photographs should be taken at eye level (approximately 5 feet above grade). Reduce proposed building elevations to match the scale of the photographs and overlay on the site photograph. Color the elevation to match the proposed materials. If landscaping is shown, it shall be shown at no more than five (5) years’ growth unless it is included as a separate overlay. It is important to verify the accurate depiction of plate height, overall roof height and other measurements.
  3. Include a map or plan showing the locations from which the photos were taken and the direction of the photos (i.e., with an arrow), keyed to the photos.
- B. **Three-Dimensional Massing Model.** In some cases, a massing model showing both the project and structures in the immediate neighborhood may be required, as determined by the Planning Division. Design details are not required; however, all roofing variations, wall articulation and eave lines (including plate heights) must be shown. Major trees should also be included as part of the model. Changes in topography in the area covered by the model must be shown accurately.
- C. **Perspective Drawings.** In some cases, perspective drawings from one or more prominent viewpoints may be required, as determined by the Planning Division. All roofing variations, wall articulation and eave lines (including plate heights) must be shown. Major trees should also be shown. These drawings must be drawn from the viewpoint of a person (approximately 5 feet above grade).

- D. **Rendered Streetscape Elevations.** In some cases, a rendered streetscape elevation may be required. The elevation may need to show all of the buildings on the block, including the proposed new building. This elevation should be no less than 1/8" scale and should be in color. An additional plan sheet might include building elevations that are color-coordinated to show the setback from the street (0 to 5 feet, 5 to 10 feet, etc.).
- E. **Comparative Building Study.** In some cases, a comparison to existing buildings will be required. This will assist in visualizing the size of a building in comparison to other well-known buildings of a similar size in the City. The City will soon have scale drawings of several well-known buildings available for use at Design Review, Planning Commission and City Council meetings.
- F. **Size, Bulk and Scale Analysis Tools.** Technical Appendix B of the El Pueblo Viejo Landmark District Guidelines describes the following analysis methods, which may be required for projects in any area of the City on a case by case basis by the ABR:
  - 1. Setback Evaluation Analysis
  - 2. Envelope Analysis
  - 3. Perspective Analysis or 3-D Drawing (items 3.5.4.B. and 3.5.4.C. above, also describe these analysis methods).





**APPENDIX A**  
**City of Santa Barbara**  
**LANDSCAPE DESIGN STANDARDS**  
**FOR WATER CONSERVATION**

Adopted August 12, 2008

**I. INTRODUCTION**

It is the policy of the City of Santa Barbara to promote water conservation. SBMC §22.80 requires the adoption of the Landscape Design Standards for Water Conservation (“Landscape Design Standards.”) These Landscape Design Standards are intended to promote water conservation while allowing the maximum possible flexibility in designing attractive and cost effective water-wise landscapes. The Landscape Design Standards were adopted by the Council of the City of Santa Barbara on June 27, 1989 as Resolution No. 89-077, and were updated on August 12, 2008 as Resolution No. 08-083.

**II. DEFINITIONS**

- A. Landscaped Area: all areas where new or altered landscaping is proposed as a part of a development proposal.
- B. Water Wise Plants: those plants that are evaluated as needing “low” (10-30% eto) or “very low” (<10% eto) amounts of irrigation water as defined and listed by water use classifications of landscape species (WUCOLS) at <http://www.owue.water.ca.gov/docs/wucols00.pdf> or other sources of water-wise plant water use classifications as verified by a licensed landscape architect.
- C. Turf: a groundcover surface of mowed grass, with an irrigation water need of >30% eto.
- D. Weather Based Irrigation Controller: an irrigation controller that automatically adjusts the irrigation schedule based on changes in the weather.
- E. Design Review Body: the architectural board of review, single family design board or the historic landmarks commission.
- F. Public Works Director: the director of the public works department or his or her designee.
- G. Landscape Plan: design plans with a planting plan, an irrigation plan, or both.

**III. APPLICABILITY**

Compliance with these landscape design standards is mandatory for all new or altered landscaping proposed as a part of projects that are subject to review by any design review body. (SBMC §22.80.020)

**IV. COMPLIANCE REQUIREMENTS**

Applicants proposing new or altered landscaping shall comply with each of the following requirements in the design, installation, and maintenance of the landscaped area, unless an exception is granted pursuant to Section V.

**A. LANDSCAPE PLAN:**

Applicants shall submit a landscape plan depicting the landscaped area and all existing landscaping to remain on the lot as determined by the Community Development Department.

**B. TURF AND WATER WISE PLANTS:**

1. The landscaped area of projects proposing exclusively commercial uses shall be designed without the use of turf and with 100% water wise plants.
2. The landscaped area of single family residential, multi-family residential, mixed-use, and institutional type projects shall be designed with no more than 20% of the landscaped area planted in turf or plants that are not water-wise plants.
3. Turf is not permitted in parkways, medians or other areas within the landscaped area with any dimension of less than eight feet. Turf shall not be used on slopes of 20% or greater within the landscaped area.
4. Notwithstanding requirements 1 and 2 above, additional turf areas may be recommended by the design review body to the public works director for approval for areas designed and used for outdoor sporting and recreational activities.

**C. MULCH:**

The landscaped area, except those portions of the landscaped area planted with turf, groundcover, succulents or other low lying shrubs, shall be covered with mulch material to an average thickness of at least three inches throughout, except in the immediate vicinity of woody trunks. Additional mulch material shall be added from time to time as necessary in order to maintain the required depth of mulch.

**D. IRRIGATION**

All new or altered irrigation systems proposed as part of a development proposal shall incorporate the following requirements in their design, installation, and maintenance:

1. Irrigation systems shall be designed and installed to avoid overspray and runoff. Valves shall be separated for individual hydrozones based on plant water needs and sun/shade requirements.
2. In the event that an automatic irrigation system is included in the landscape plan, a weather based irrigation controller with a rain shutoff sensor shall be required for the entire irrigation system.
3. Areas less than eight feet wide shall be irrigated only with bubblers, rotating nozzles on pop-up bodies, sub-surface, or drip irrigation.
4. Drip irrigation shall be provided on at least 25% of the landscaped area.
5. All sprinklers shall have matched precipitation rates within each valve and circuit. All irrigation systems shall be designed to include optimum distribution uniformity, head-to-head spacing and setbacks from walkways and pavement.
6. All irrigation systems shall provide check valves at the low end of irrigation lines to prevent unwanted draining of irrigation lines.
7. Pressure regulators are required on the irrigation system, unless the public works director determines a pressure regulator is not necessary.

E. GRADING:

The grading of the landscaped area shall be designed, conducted, and maintained in order to achieve the following goals:

1. The grading shall encourage water retention and infiltration by preserving open space and creating depressed areas/swales.
2. The grading shall mimic natural, pre-development hydrologic flow paths.
3. The grading shall maintain and/or increase the width of flow paths in order to decrease flow rates.

V. **EXCEPTIONS**

Exceptions to these landscape design standards may be granted by the Public Works Director upon a finding that the exception will promote equivalent or greater water conservation than is provided for in the landscape design standards. Requests for exceptions shall be in writing and shall be submitted to the Public Works Director at the time the application is submitted to the design review body. The design review body may make a recommendation to the Public Works Director for consideration of an exception based on plant selection.

**VI. SUBMITTALS**

Applicants shall provide all relevant information on the landscape plan, including botanical names for plant and turf species, percentage calculations of allowable areas of turf, medium or high water use plants, and water-wise plants, and specific requests for any exception to the requirements of these Landscape Design Standards. Requests for exceptions must be accompanied by documentation demonstrating that the finding of equivalent or greater water conservation can be made. Areas of existing landscaping to remain unaltered shall be indicated on the landscape plan.

The landscape plan shall be prepared in accordance with the provisions of the California Business and Professions Code relating to the practice of landscape architecture (Business and Professions Code §5641 et seq.).

The landscape plan shall include a “Statement of Compliance” in a form approved by the City certifying that the landscape design complies with the mandatory elements of these Landscape Design Standards. The Statement of Compliance shall be signed by the person who prepared the plans.

**VII. DETERMINATION OF CONFORMING INSTALLATION**

The person who prepared the landscape plan shall inspect the installation of the plantings and any irrigation system included in the plan and shall certify in writing that the installation substantially conforms to the approved Landscape Plan.

**VIII. COMPLIANCE VERIFICATION**

Verification of compliance with the Landscape Design Standards, as applicable, shall be made by the Community Development Department and the design review body in accordance with the following requirements:

1. No development application shall be scheduled for final review by the design review body unless the landscape plan contains all required information and a statement of compliance in accordance with Section VI above.
2. No building permit shall be issued unless the statement of compliance required by Section VI above has been included on the final landscape plan submitted for plan check.
3. No building permit shall be given a final inspection or issued a certificate of occupancy until the Building Official receives a written determination of conformance as required by Section VII above.



## APPENDIX B

### CITY OF SANTA BARBARA

#### FIRE PREVENTION BUREAU

#### High Fire Hazard Area Landscape Guidelines

*Ordinance #5257*

The following landscape guidelines should be utilized to incorporate fire resistant landscaping on all parcels within the High Fire Hazard area. The guidelines meet the requirements for the Fire Department "Minimum Brush Clearance Standards," per Appendix IIA of the California Fire Code (2001 Edition), as adopted by Ordinance #5257. These standards apply to all parcels within the High Fire Hazard area (See "Minimum Brush Clearance Standards" handout). Fire resistant landscaping with proper plant spacing and maintenance can impede the progress of a wildfire, reduce its intensity, and provide a safe buffer to protect a structure.

Incorporation of the High Fire Hazard Area Landscape Guidelines into the review process will assist the City in complying with existing regulations for vegetation modification, balance the aesthetic beauty of our area, protect our resources, and reduce the risk associated with wildfire and habitat resources.

#### Guidelines

Landscape plans submitted for review shall include the following:

6. A vegetation plan that details existing native vegetation with species name and locations.
7. Include on the vegetation plan which plants will be removed or retained.
8. Include the method used to remove vegetation (for example: mechanical or hand cutting).
9. Landscape plans should include new plantings with species name and specific location of plantings to scale.
10. Recommendations for plant placement should be followed as outlined in Table 1.
11. Landscape plans must delineate landscape zones around all structures for a distance of 100 feet as follows:

Zone 1 - (0-30 feet from structure)

Zone 2 - (30 to 50 feet from structure)

Zone 3 - (50 to 70 feet from the structure)

Zone 4 - (70 to 100 feet or greater from the structure)

All landscape plant species must be fire resistant (See enclosed Desirable Qualities for Fire Resistant Landscape Plants, Table 2). Certain plant species are considered to be undesirable in the High Fire Hazard area landscape. The enclosed list of Undesirable Plant Species (Table 3) should not be planted within 100 feet of any structure, unless listed otherwise.

Slopes over 20% are at increased risk from wildfire, therefore the Fire Department recommends additional vegetation modification for a total distance of 150-200 feet from any structure.

Many homes in the High Fire Hazard area do not have the space surrounding their property to obtain the 100-foot clearance. Using the above zone concept becomes critical on these properties.

**Table 1: Recommendations for Plant Placement**

<p>ZONE 1 0 – 30 feet</p>	<p>This area is closest to a structure. It provides the best protection against the high radiant heat that result during a wildfire. Plants should be low growing, irrigated plants. Focus should be on ground covers not more than 12 inches in height or succulents. Use non-flammable materials for paths, patios, and mulch. Trees should not be planted closer than 15 feet from a structure.</p>
<p>ZONE 2 30 – 50 feet</p>	<p>Maintain a reasonably open character in this area. Plant low growing ground covers and succulents resistant to fire. Shrubs up to 3 feet can be planted but should have at least 18 feet spacing between other shrubs or other trees. Shrubs can be planted in clusters not more than 10 feet in diameter, but should have at least 18 feet between clusters. Do not plant shrubs underneath canopy of trees. Trees should be spaced at least 30 feet apart to prevent crowns from touching once fully grown.</p>
<p>ZONE 3 50 – 70 feet</p>	<p>This area should have native and Mediterranean plantings that require irrigation and should not be higher than 4 to 6 feet. Shrubs should be spaced at least 18 feet away from each other. Shrubs can be planted in clusters not more than 10 feet in diameter, but should have at least 18 feet between clusters. Trees should be spaced at least 30 feet apart to prevent crowns from touching once fully grown.</p>
<p>ZONE 4 70 – 100 feet or greater</p>	<p>This zone is furthest from the structure. Plantings once established need no irrigation. There is no limit to height. Shrubs planted in this area should have 18 feet spacing or be planted in clusters with at least 18 feet spacing. Trees can be planted in groups or with individual spacing at least 30 feet from other trees.</p>
<p>SLOPES &gt; 20%</p>	<p>If additional vegetation modification is required on slopes over 20% vegetation should be reduced through thinning of existing plants, pruning, removal of dead material, and removal of fire ladders (Fire ladders exist if a fire’s flames can spread from the ground into shrubs and trees up to a house).</p>

TABLE 2 - Desirable Qualities for Fire Resistant Landscape Plants

Plant qualities that are desirable for fire resistant plants are:

12. Ability to store water in leaves or stems.
13. Produces limited dead and fine material.
14. Extensive root systems for controlling erosion.
15. Plant has high levels of salt or other non-resinous compounds within its tissues that can contribute to fire resistance.
16. Ability to withstand drought.
17. Plants that are low growing in form.
18. Ability to withstand severe pruning.
19. Low levels of volatile oils or resins.
20. Ability to resprout after a fire.

### Table 3: Undesirable Plant List

Certain plants are considered to be undesirable in the landscape due to characteristics that make them highly flammable. These characteristics can be either physical or chemical. Physical properties would include large amounts of dead material retained within the plant, rough or peeling bark, and the production of profuse amounts of litter. Chemical properties include the presence of volatile substances such as oils, resins, wax, and pitch. Certain native plants are notorious as species containing these volatile substances.

Plants with these characteristics should not be planted in High Fire Hazard areas. They are referred to as target species since their partial or complete removal is a critical part of hazard reduction. The following is a list of plants that should be avoided within the landscape zones defined in Table 1.

#### Undesirable Plant Species

NATIVES	DOMESTICS
<i>Adenostoma fasciculatum</i> – Chamise	<i>Acacia</i> species
<i>Adenostoma sparsifolium</i> – Red Shank	<i>Casuarina</i> species - Beefwood
<i>Artemesia californica</i> – California Sagebrush	<i>Cortadera</i> species – Pampas Grass
<i>Baccharis</i> species (low growing form OK)	<i>Cupressus</i> species – Cypress
<i>Eriogonum faciculatum</i> – Common Buckwheat	<b>EUCALYPTUS SPECIES – EUCALYPTUS</b>
<i>Olneya tesota</i> - Iron wood	<i>Juniperous</i> species – Juniper (except species which grow less than 1 foot)
	<i>Melaleuca</i> species
	<i>Pennisetum</i> - Fountain Grass
	<i>Pinus</i> species – Pine
	<i>Schinus molle</i> – California pepper tree (within 50 feet of structure)

Other plants may be considered undesirable because of their ability to naturalize and become a pest. These types of plants should be avoided, especially in sensitive riparian or coastal areas where they could become established and compete with native vegetation.



## APPENDIX C

### Cal-IPC List of Exotic Plants of Greatest Ecological Concern in California

The following information has been excerpted from the California Invasive Plant Council (Cal-IPC) website, [www.cal-ipc.org](http://www.cal-ipc.org), last updated 2/07. Species of concern are sorted alphabetically and “high”, “moderate” and “limited” invasive statuses are listed for each plant. Additional recommendations for local invasive species to avoid according to local plant experts are noted on this list.

#### Key to plant list:

**Bold** The species has invaded the Southwest California ecological region, in which Santa Barbara is located. For more information, see: [www.cal-ipc.org/ip/inventory/pdf/Inventory2006.pdf](http://www.cal-ipc.org/ip/inventory/pdf/Inventory2006.pdf)

!

“Alert” status has been issued by the Cal-IPC.



Local plant experts have expressed concern regarding the invasiveness of this species.



Local plant experts have expressed concern regarding the invasiveness of this species near sensitive habitats such as creeks.

**Shaded** Plants typically available for sale

#### Cal-IPC Invasive Status Definitions

**High.** These species have severe ecological impacts on physical processes, plant and animal communities, and vegetation structure. Their reproductive biology and other attributes are conducive to moderate to high rates of dispersal and establishment. Most are widely distributed ecologically.

**Moderate.** These species have substantial and apparent—but generally not severe—ecological impacts on physical processes, plant and animal communities, and vegetation structure. Their reproductive biology and other attributes are conducive to moderate to high rates of dispersal, though establishment is generally dependent upon ecological disturbance. Ecological amplitude and distribution may range from limited to widespread.

**Limited.** These species are invasive but their ecological impacts are minor on a statewide level or there was not enough information to justify a higher score. Their reproductive biology and other attributes result in low to moderate rates of invasiveness. Ecological amplitude and distribution are generally limited, but these species may be locally persistent and problematic.

**Alert.** Specific combinations of section scores that indicate significant potential for invading new ecosystems triggers an Alert designation so that land managers may watch for range expansions.

**Plant Species**

**Invasive Status**

	<i>Acacia dealbata</i> (silver wattle)	Moderate
	<i>Acacia melanoxylon</i> (black acacia, blackwood acacia)	<b>Limited</b>
	<i>Aegilops triuncialis</i> (barb goatgrass)	High
	<i>Ageratina adenophora</i> (croftonweed, eupatorium)	<b>Moderate</b>
	<i>Agrostis avenacea</i> (Pacific bentgrass)	<b>Limited</b>
	<i>Agrostis stolonifera</i> (creeping bentgrass)	<b>Limited</b>
	<i>Ailanthus altissima</i> (tree-of-heaven)	<b>Moderate</b>
!	<i>Alternanthera philoxeroides</i> (alligatorweed)	<b>High</b>
	<i>Ammophila arenaria</i> (European beachgrass)	<b>High</b>
👉	<i>Arundo donax</i> (giant reed)	<b>High</b>
!	<i>Asparagus asparagoides</i> (bridal creeper, smilax asparagus)	<b>Moderate</b>
!	<i>Asphodelus fistulosus</i> (onionweed)	<b>Moderate</b>
	<i>Atriplex semibaccata</i> (Australian saltbush)	<b>Moderate</b>
	<i>Avena barbata</i> (slender wild oat)	<b>Moderate</b>
	<i>Avena fatua</i> (wild oat)	<b>Moderate</b>
	<i>Bassia hyssopifolia</i> (fivehook bassia)	<b>Limited</b>
!	<i>Brachypodium distachyon</i> (annual false-brome)	Moderate
	<i>Brassica nigra</i> (black mustard)	<b>Moderate</b>
	<i>Brassica rapa</i> (birdsrape mustard, field mustard)	<b>Limited</b>
	<i>Brassica tournefortii</i> (Saharan mustard, African mustard)	High
	<i>Briza maxima</i> (big quakinggrass, rattlesnakegrass)	<b>Limited</b>
	<i>Bromus diandrus</i> (rippgut brome)	<b>Moderate</b>
	<i>Bromus hordeaceus</i> (soft brome)	<b>Limited</b>
!	<i>Bromus japonicus</i> (Japanese brome)	Limited
	<i>Bromus madritensis ssp. rubens</i> (B. rubens) (red brome)	<b>High</b>
	<i>Bromus tectorum</i> (downy brome, cheatgrass)	High
	<i>Cakile maritima</i> (European sea-rocket)	<b>Limited</b>
!	<i>Cardaria chalepensis</i> (C. draba ssp. chalepensis) (lens-podded whitetop)	<b>Moderate</b>
	<i>Cardaria draba</i> (hoary cress)	<b>Moderate</b>
	<i>Cardaria pubescens</i> (hairy whitetop)	<b>Limited</b>
	<i>Carduus pycnocephalus</i> (Italian thistle)	<b>Moderate</b>
	<i>Carduus tenuifolius</i> (slenderflower thistle)	<b>Limited</b>
	<i>Carpobrotus chilensis</i> (sea-fig, iceplant)	<b>Moderate</b>
	<i>Carpobrotus edulis</i> (Hottentot-fig, iceplant)	<b>High</b>
	<i>Centaurea calcitrapa</i> (purple starthistle)	<b>Moderate</b>
	<i>Centaurea maculosa</i> (C. bibersteinii) (spotted knapweed)	<b>High</b>
	<i>Centaurea melitensis</i> (Malta starthistle, tocalote)	<b>Moderate</b>
	<i>Centaurea solstitialis</i> (yellow starthistle)	<b>High</b>
	<i>Chrysanthemum coronarium</i> (crown daisy)	<b>Moderate</b>
	<i>Cirsium arvense</i> (Canada thistle)	<b>Moderate</b>
	<i>Cirsium vulgare</i> (bull thistle)	<b>Moderate</b>
	<i>Conium maculatum</i> (poison-hemlock)	<b>Moderate</b>
👉	<i>Cortaderia jubata</i> (jubatagrass)	<b>High</b>

**Plant Species**

**Invasive Status**

👤	Cortaderia selloana (pampasgrass)	High
	Cotula coronopifolia (brassbuttons)	Limited
	Crataegus monogyna (English hawthorn)	Limited
	Cynara cardunculus (artichoke thistle)	Moderate
👤	🌿 Cynodon dactylon (bermudagrass) – esp. flowering varieties	Moderate
	Cynosurus echinatus (hedgehog dogtailgrass)	Moderate
	Cytisus scoparius (Scotch broom)	High
	Cytisus striatus (Portuguese broom, striated broom)	Moderate
	Dactylis glomerata (orchardgrass)	Limited
👤	Delairea odorata (Senecio mikanioides) (Cape-ivy, German-ivy) locally – especially invasive when planted near wildlands	High
	Descurainia sophia (flixweed, tansy mustard)	Limited
	Dipsacus sativus (fuller’s teasel)	Moderate
!	Dittrichia graveolens (stinkwort)	Moderate
	Echium candicans (pride-of-Madeira)	Limited
	Egeria densa (Brazilian egeria)	High
	Ehrharta calycina (purple veldtgrass)	High
	Ehrharta erecta (erect veldtgrass)	Moderate
!	Ehrharta longiflora (long-flowered veldtgrass)	Moderate
!👤	Eichhornia crassipes (water hyacinth)	High
!	Emex spinosa (spiny emex, devil’s thorn)	Moderate
	Erodium cicutarium (redstem filaree)	Limited
👤	Eucalyptus camaldulensis (red gum)	Limited
👤	Eucalyptus globulus (Tasmanian blue gum)	Moderate
!	Euphorbia esula (leafy spurge)	High
!	Euphorbia terracina (carnation spurge)	Moderate
	Festuca arundinacea (tall fescue)	Moderate
	Ficus carica (edible fig)	Moderate
	Foeniculum vulgare (fennel)	High
	Genista monspessulana (French broom)	High
	Geranium dissectum (cutleaf geranium)	Moderate
👤	Hedera helix, H. canariensis (English ivy, Algerian ivy) locally – especially invasive when planted near wildlands	High
	Hirschfeldia incana (shortpod mustard, summer mustard)	Moderate
	Holcus lanatus (common velvetgrass)	Moderate
	Hordeum marinum, H. murinum (Medit. barley, hare barley, wall barley)	Moderate
!	Hydrilla verticillata (hydrilla)	High
!	Hypericum canariense (Canary Island hypericum)	Moderate
	Hypericum perforatum (common St. Johnswort, klamathweed)	Moderate
	Hypochaeris glabra (smooth catsear)	Limited
	Hypochaeris radicata (rough catsear, hairy dandelion)	Moderate
	Iris pseudacorus (yellowflag iris)	Limited
	Lepidium latifolium (perennial pepperweed, tall whitetop)	High

**Plant Species**

**Invasive Status**

	<i>Leucanthemum vulgare</i> (oxeye daisy)	<b>Moderate</b>
	<i>Linaria genistifolia ssp. dalmatica</i> (L. dalmatica) (Dalmation toadflax)	<b>Moderate</b>
!	<i>Linaria vulgaris</i> (Yellow toadflax)	Moderate
	<i>Lobularia maritima</i> (sweet alyssum)	<b>Limited</b>
	<i>Lolium multiflorum</i> (Italian ryegrass)	<b>Moderate</b>
!	<i>Ludwigia hexapetala</i> (L. uruguayensis) (Uruguay water-primrose)	<b>High</b>
	<i>Ludwigia peploides ssp. montevidensis</i> (creeping water-primrose)	<b>High</b>
	<i>Lythrum hyssopifolium</i> (hyssop loosestrife)	<b>Limited</b>
	<i>Lythrum salicaria</i> (purple loosestrife)	High
	<i>Marrubium vulgare</i> (white horehound)	<b>Limited</b>
	<i>Medicago polymorpha</i> (California burclover)	<b>Limited</b>
	<i>Mentha pulegium</i> (pennyroyal)	<b>Limited</b>
!	<i>Mesembryanthemum crystallinum</i> (crystalline iceplant)	<b>Moderate</b>
☞	<i>Myoporum laetum</i> (myoporum)	<b>Moderate</b>
	<i>Myosotis latifolia</i> (common forget-me-not)	<b>Limited</b>
!	<i>Myriophyllum aquaticum</i> (parrotfeather)	<b>High</b>
	<i>Myriophyllum spicatum</i> (Eurasian watermilfoil)	Moderate
	<i>Nicotiana glauca</i> (tree tobacco)	<b>Moderate</b>
	<i>Olea europaea</i> (olive) – esp. fruiting varieties	<b>Limited</b>
	<i>Onopordum acanthium</i> (Scotch thistle)	<b>Moderate</b>
	<i>Oxalis pes-caprae</i> (buttercup oxalis, yellow oxalis, Bermuda buttercup)	<b>Moderate</b>
	<i>Parentucellia viscosa</i> (yellow glandweed, sticky parentucellia)	<b>Limited</b>
☞	☞ <i>Pennisetum clandestinum</i> (kikuyugrass)	<b>Limited</b>
☞	<i>Pennisetum setaceum</i> (crimson fountaingrass)	<b>Moderate</b>
	<i>Phalaris aquatica</i> (hardinggrass)	<b>Moderate</b>
☞	<i>Phoenix canariensis</i> (Canary Island date palm) <i>only of local concern near wild lands, especially of concern near wetlands.</i>	<b>Limited</b>
!	<i>Phytolacca americana</i> (Common pokeweed)	Limited
	<i>Picris echioides</i> (bristly oxtongue)	<b>Limited</b>
	<i>Piptatherum miliaceum</i> (smilograss)	<b>Limited</b>
	<i>Plantago lanceolata</i> (buckhorn plantain, English plantain)	<b>Limited</b>
	<i>Poa pratensis</i> (Kentucky bluegrass)	<b>Limited</b>
	<i>Polypogon monspeliensis and subspp.</i> (rabbitfoot polypogon, annual beardgrass, rabbitfoot grass)	<b>Limited</b>
	<i>Potamogeton crispus</i> (curlyleaf pondweed)	<b>Moderate</b>
	<i>Pyracantha angustifolia, P. crenulata, P. coccinea, etc.</i> (pyracantha, firethorn)	<b>Limited</b>
	<i>Ranunculus repens</i> (creeping buttercup)	<b>Limited</b>
	<i>Raphanus sativus</i> (radish)	<b>Limited</b>
!	<i>Retama monosperma</i> (bridal broom)	<b>Moderate</b>
	<i>Ricinus communis</i> (castorbean)	<b>Limited</b>
	<i>Robinia pseudoacacia</i> (black locust)	<b>Limited</b>
	<i>Rubus armeniacus</i> (R. discolor) (Himalaya blackberry, Armenian blackberry)	<b>High</b>
	<i>Rumex acetosella</i> (red sorrel, sheep sorrel)	<b>Moderate</b>

<u>Plant Species</u>	<u>Invasive Status</u>
<i>Rumex crispus</i> (curly dock)	<b>Limited</b>
! <i>Saccharum ravennae</i> (ravennagrass)	Moderate
<i>Salsola paulsenii</i> (barbwire Russian-thistle)	<b>Limited</b>
! <i>Salsola soda</i> (oppositeleaf Russian thistle)	Moderate
<i>Salsola tragus</i> (Russian-thistle)	<b>Limited</b>
! <i>Salvinia molesta</i> (giant salvinia)	Moderate
<i>Saponaria officinalis</i> (bouncingbet)	<b>Limited</b>
Schinus molle (Peruvian or California peppertree)	<b>Limited</b>
Schinus terebinthifolius (Brazilian peppertree)	<b>Limited</b>
<i>Schismus arabicus</i> , <i>S. barbatus</i> (mediterraneangrass)	<b>Limited</b>
<i>Senecio jacobaea</i> (tansy ragwort)	<b>Limited</b>
! <i>Sesbania punicea</i> (red sesbania, scarlet wisteria)	Moderate
<i>Silybum marianum</i> (blessed milkthistle)	<b>Limited</b>
<i>Sinapis arvensis</i> (wild mustard, charlock)	<b>Limited</b>
<i>Sisymbrium irio</i> (London rocket)	<b>Moderate</b>
! <i>Spartina alterniflora hybrids</i> (smooth cordgrass, Atlantic cordgrass)	Moderate
! <i>Spartina densiflora</i> (dense-flowered cordgrass)	Moderate
<i>Spartium junceum</i> (Spanish broom)	<b>Moderate</b>
<i>Taeniatherum caput-medusae</i> (medusahead)	<b>Moderate</b>
<i>Tamarix aphylla</i> (athel tamarisk)	<b>Limited</b>
<i>Tamarix parviflora</i> (smallflower tamarisk)	Moderate
<i>Tamarix ramosissima</i> (saltcedar, tamarisk)	<b>Moderate</b>
<i>Torilis arvensis</i> (hedgearsley)	<b>Moderate</b>
<i>Trifolium hirtum</i> (rose clover)	<b>Moderate</b>
<i>Ulex europaeus</i> (gorse)	Moderate
<i>Undaria pinnatifida</i> (wakame)	<b>Limited</b>
👉 <i>Vinca major</i> (big periwinkle)	<b>Moderate</b>
<i>Vulpia myuros</i> (rattail fescue)	<b>Moderate</b>
! <i>Washingtonia robusta</i> (Mexican fan palm, Washington palm)	<b>Moderate</b>
<i>Zantedeschia aethiopica</i> (calla lily)	<b>Limited</b>

**Additional Plants Considered Invasive by Santa Barbara Landscape Architects**

The following plants may be discouraged, especially if near open water courses, parks, the ocean, open spaces, or undeveloped lands.

-  **Fountain Grasses - in general - Pennisetum genus and especially Pennisetum setaceum** **High**
-  **Stipa tenuissifolia (Mexican feather grass)** **High**
-  **Pittosporum undulatum (only problematic near wild areas)** **Moderate**
-  **Running or Spreading Bamboo Species – in general** **Moderate**

Check any proposed bamboo to determine if it is a running or spreading species, as this list is not comprehensive. Following are examples of running or spreading bamboos species:

- Phyllostachys bambusoides (Castillion) **Moderate**
- Phyllostachys edulis (Oso bamboo) **Moderate**
- Phyllostachys nigra (Black bamboo) **Moderate**
- Pleiolblastus pygmaeus (Dwarf bamboo) **Moderate**
- Pleiolblastus viridistriatus (Dwarf greenstripe bamboo) **Moderate**
- Nandina domestica (Heavenly bamboo) **Limited**

-   **Tropaeolum majus (Nasturtium)- especially near creek areas** **Moderate**
-   **Vinca minor (Dwarf Periwinkle)- especially near creek areas** **Limited**
-  **Maytenus boaria (Mayten Tree)** **Limited**

## APPENDIX D

### LIST OF RECOMMENDED PARKING LOT CANOPY TREES

<i>Acacia stenophylla</i>	Shoestring Acacia
<i>Acer paxii</i>	Evergreen Maple
<i>Acrocarpus fraxinifolius</i>	Pink Cedar
Arbutus 'Marina'	(no common name)
<i>Bauhinia variegata</i>	Purple Orchid Tree
<i>Brachychiton populneus</i>	Bottle Tree
<i>Calodendrum capense</i>	Cape Chestnut
<i>Cassia excelsa</i>	Crown Of Gold
<i>Cedrela fissilis</i>	Cigarbox Tree
<i>Chionanthus retusus</i>	Fringe Tree
<i>Cupaniopsis anacardiodes</i>	Carrotwood
<i>Eucalyptus ficifolia</i>	Red Flowering Gum
<i>Eucalyptus leucoxylon</i>	White Ironbark
<i>Firmiana simplex</i>	Chinese Parasol Tree
<i>Jacaranda mimosifolia</i>	Jacaranda
<i>Koelreuteria bipinnata</i>	Chinese Flame Tree
<i>Magnolia grandiflora</i>	Southern Magnolia
<i>Melaleuca styphelioides</i>	Prickley Paperbark
<i>Metroceiros excelsus</i>	New Zealand Christmas Tree
<i>Morus alba</i>	White Mulberry
<i>Pistaia chinensis</i>	Chinese Pistache
<i>Platanus acerifolia</i>	London Plane Tree
<i>Podocarpus gracilior</i>	Fern Pine
<i>Pyrus calleryana</i>	Bradford Pear
<i>Pyrus kawakamii</i>	Evergreen Pear
<i>Quercus suber</i>	Cork Oak
<i>Quercus virginiana</i>	Southern Live Oak
<i>Sophora japonica</i>	Japanese Pagoda Tree
<i>Spathodea campanulata</i>	African Tulip Tree
<i>Stenocarpus sinuatus</i>	Firewheel Tree
<i>Tabebuia ipe</i>	Pink Trumpet Tree
<i>Tabebuia chrysotrica</i>	Golden Trumpet Tree
<i>Tristania conferta</i>	Brisbane Box

Trees selected from Street Trees Recommended for Southern California, published by Street Tree Seminar, Inc.

Criteria for inclusion as follows:

1. adaptable to Sunset Zones 23-24
2. mature height over 30 feet
3. small planter areas adaptability
4. fast to moderate growth rate
5. form somewhat spreading
6. not overly messy

