



City of Santa Barbara

SINGLE FAMILY DESIGN BOARD

AGENDA

APRIL 22, 2024

3:00 P.M.
David Gebhard Public Meeting Room
630 Garden Street
SantaBarbaraCA.gov

BOARD MEMBERS:

Jennifer Lewis, *Chair*
Lauralee Anderson, *Vice Chair*
Leslie Colasse
Katie Gerpheide
Dawn Sherry

CITY COUNCIL LIAISON:

Mike Jordan

PLANNING COMMISSION LIAISON:

Sheila Lodge

STAFF:

Ellen Kokinda, Design Review Supervisor
Sebastian Herics, Assistant Planner
Joanie Saffell, Commission Secretary

TELEVISION COVERAGE: This meeting will be broadcast live on City TV-Channel 18 and online at SantaBarbaraCA.gov/CityTV. See SantaBarbaraCA.gov/CityTVProgramGuide for a rebroadcast schedule. An archived video of this meeting will be available at SantaBarbaraCA.gov/SFDBVideos.

WRITTEN PUBLIC COMMENT: Public comments may be submitted via email to SFDBSecretary@SantaBarbaraCA.gov before the beginning of the Meeting. All public comments submitted via email will be provided to the Board and will become part of the public record. You may also submit written correspondence via US Postal Service (USPS); addressed to SFDB Secretary, PO Box 1990, Santa Barbara, CA 93102-1990. However, please be advised, correspondence sent via USPS may not be received in time to process prior to the meeting and email submissions are highly encouraged. **Please note that the Board may not have time to review written comments received after 9:00 a.m. on the day of the meeting.**

All public comment that is received before 9:00 a.m. the day of the meeting, will be published on the City's website at SantaBarbaraCA.gov/SFDB. Comments provided via USPS or e-mail will be converted to a PDF before being posted on the City's website. **Note: comments will be published online the way they are received and without redaction of personal identifying information; including but not limited to phone number, home address, and email address. Only submit information that you wish to make available publicly.**

VERBAL PUBLIC COMMENT: Public comment on matters not listed on the agenda will occur at the beginning of the meeting. The time allotted for general public comment at the beginning of the meeting is 30 minutes. The Board, upon majority vote, may decline to hear a speaker on the grounds that the subject matter is beyond the Board's subject matter jurisdiction. General public comment and public comment for matters that are on the agenda is limited to 2 minutes per person. **Pooling of time is not allowed for in-person or virtual public comment.**

Members of the public wishing to speak in person, during general public comment or on a matter on the agenda, must submit a speaker slip to staff. The Chair will call your name when it is your turn to speak. At that time you may approach the podium and speak into the microphone.

VIRTUAL PUBLIC COMMENT PARTICIPATION: Members of the public wishing to participate during public comment virtually (electronic participation) must "raise their hand" in the Zoom platform by selecting the virtual hand icon, or by pressing *9 if calling by phone. When persons are called on to speak, the speaker will be notified that they can now unmute themselves in order to begin speaking. To unmute select the 'mute/unmute' icon or press "Alt+A" on the keyboard; If using a phone press *6 to unmute.

ZOOM LINK FOR VIRTUAL PUBLIC COMMENT PARTICIPATION*:

<https://santabarbaraca.gov.zoom.us/join/82304630042>

Phone number: +1 669 444 9171 | Webinar ID: 823 0463 0042

**applicants and applicant teams are required to participate in person.*

NOTE: Agenda schedule is subject to change as cancellations occur.

INTERESTED PARTIES: If you want to be listed as an interested party on an item, you have the following options available to submit a request: 1. Submit an e-mail request to SFDBSecretary@SantaBarbaraCA.gov, 2. Call the SFDB Secretary at (805) 564-5470, ext. 4472, or 3. Submit a written request via US Postal Service (USPS); addressed to SFDB Secretary, PO Box 1990, Santa Barbara, CA 93102-1990. **You will need to provide your Name, Email Address, Mailing Address, and the project number (PLN) you want to be added to.**

AGENDAS, MINUTES, REPORTS, & PUBLIC RECORD WRITINGS: Documents relating to agenda items are available for review online at SantaBarbaraCA.gov/SFDB. If you have any questions about the posted documents, contact Sebastian Herics, Assistant Planner, at (805) 564-5541 or email SHerics@SantaBarbaraCA.gov. You may contact City Planning staff at (805) 564-5578 for general questions about the status of a case.

PUBLIC HEARING PROCEDURE: The following review steps explain the sequence that all projects must undergo during a public hearing: 1. Introduction by the Chair; 2. Staff Comments (optional); 3. Applicant Presentation; 4. Public Comment (if any); 5. Questions from the Board/Commission; 6. Comments from the Board/Commission; 7. Board/Commission Discussion; and 8. Board/Commission Action.

AMERICANS WITH DISABILITIES ACT: If you need services or staff assistance to attend or participate in this meeting, contact the SFDB Secretary at (805) 564-5470, ext. 4472. If possible, notification at least 48 hours prior to the meeting will usually enable the City to make reasonable arrangements. Specialized services, such as sign language interpretation or documents in Braille, may require additional lead time to arrange.

APPEALS: Decisions of the SFDB may be appealed to the Planning Commission. For further information and guidelines on how to appeal a decision to the Planning Commission, please contact Planning staff at (805) 564-5578 as soon as possible. **Appeals may be filed in person at the Community Development Department at 630 Garden Street or in writing via email to PlanningCounter@SantaBarbaraCA.gov and by first class mail postage prepaid within 10 calendar days of the meeting that the Board took action or rendered a decision. Appeals and associated fee post marked after the 10th calendar day will not be accepted.**

NOTE TO INTERESTED PARTIES: Only those persons who participate through public comment either orally or in writing on an item on this Agenda have standing to appeal the decision. Grounds for appeal are limited to those issues raised either orally or in written correspondence delivered to the review body at, or prior to, the public hearing.

STATE POLITICAL REFORM ACT SOLE PROPRIETOR ADVISORY: State law, in certain circumstances, allows an architect, engineer, or a person in a related profession who is a "sole practitioner" to make informational presentation of drawings or submissions of an architectural, engineering, or similar nature to the same Board on which he or she is seated, if the practitioner does not advocate for the project.

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. See SFDB Guidelines 2.1.2A and 3.1.2C for specific information.

NOTICE: On Thursday, April 18, 2024, this Agenda was posted on the outdoor bulletin board at the Community Development Department, 630 Garden Street and online at SantaBarbaraCA.gov/SFDB. Approximate times are set for each item; however, the schedule is subject to change.

PLEASE BE ADVISED

The following advisories are generally also contained in the City's Single Family Design Board General Design Guidelines and Meeting Procedures ([SFDB Guidelines](#)). The specific SFDB Guideline number is listed after each advisory. Applicants are encouraged to review the full version of the SFDB Guidelines.

- The approximate time the project will be reviewed is listed to the left of each item. It is suggested that applicants arrive to the meeting 15 minutes early. The agenda schedule is subject to change as cancellations occur. Staff will attempt to notify applicants of time changes. (3.2.2)
- The applicant's participation at the meeting is required. If an applicant is not present at the meeting, the item will be postponed indefinitely. If an applicant cancels or postpones an item without providing advance notice, the item will be postponed indefinitely and will not be placed on the following SFDB agenda. (3.2.4)
- Substitution of plans is not allowed. (3.2.4)

NOTICE OF DIGITAL PLANS

Architectural and Engineering drawings are made available to facilitate the public dialog only. All such material is subject to the restrictions of U. S. Copyright Law and may not be used for other purposes without obtaining the permission of the copyright holder.

NOTE TO APPLICANTS: Applicants are urged to access the Design Review Submittal Quick Reference Guide available at SantaBarbaraCA.gov/PlanningHandouts to view the *required* and suggested submittal items for each review level of a project. **Applicants will be limited to 15 minutes for project presentation and a timer will be available for reference. It is at the Chair's discretion to allow applicants additional presentation time.**

GENERAL BUSINESS**A. Public Comment.**

Any member of the public may address the Board for up to two minutes on any subject within its jurisdiction that is not scheduled on this agenda for a public discussion.

B. Approval of the minutes of the Single Family Design Board meeting of **April 8, 2024.****C. Approval of the Consent Calendar of **April 15,** and **April 22, 2024.******D. Announcements, requests by applicants for continuances and withdrawals, future agenda items, and appeals.****(3:15PM) DISCUSSION ITEM****1. PRE-APPROVED ACCESSORY DWELLING UNITS**

Reference Number: PLN2024-00093

Staff: Ted Hamilton-Rolle, Project Planner

(Staff presentation and discussion regarding the City's approach to the implementation of Assembly Bill 1332, which requires local agencies to develop a program for the preapproval of Accessory Dwelling Unit (ADU) plans.)

No final appealable decision will take place at this hearing. Staff requests feedback on design parameters and considerations regarding the Single Family Design Board's involvement in the pre-approval process for Accessory Dwelling Units under Assembly Bill 1332.

[Staff Memo ADU Discussion*](#)

**Available for view online at SantaBarbaraCA.gov/SFDB*

(3:45PM) CONTINUED ITEM: CONCEPT REVIEW

2. **351 LA MARINA**
Assessor's Parcel Number: 045-050-005
Zone: E-3/SD-3
Application Number: PLN2023-00385
Owner: George Christopher Karcher
Applicant: Ken Dickson, Windward Design Affiliates

(Proposal to convert an existing 446-square-foot detached two-car garage to an Accessory Dwelling Unit (ADU). The project includes a 228-square-foot addition to the garage to connect it to the primary residence and create a 674-square-foot ADU, and a second floor addition above the proposed ADU, consisting of a 296-square-foot "bonus room" (accessory structure) and 341-square-foot deck, and a new 26-square-foot ground-level storage closet. The total 2,568-square-foot development on a 6,227-square-foot lot, is 94% of the maximum Required floor-to-lot-area ratio (FAR). The project is associated with an existing 1,572-square-foot single-unit single-story residence in the Non-Appealable Jurisdiction of the Coastal Zone. A Coastal Development Permit is required for the ADU.)

No final appealable decision will take place at this hearing. Neighborhood Preservation Findings will be required for Project Design Approval. Project was last reviewed January 16, 2024.

(4:30PM) NEW ITEM: CONCEPT REVIEW

3. **219 VISTA DEL MAR DR**
Assessor's Parcel Number: 047-051-025
Zone: E-3/SD-3
Application Number: PLN2024-00058
Owner: Anthony Thane Chaves
Applicant: Chris Cottrell, Dovetail Architects

(Proposal to demolish the legal non-conforming portion of the garage that encroaches into the front setback and construct a 67-square-foot conforming addition to the existing 362-square-foot two-car garage and construct a 482-square-foot Accessory Dwelling Unit (ADU) above including an 86-square-foot deck and a 46-square-foot balcony. The ADU is under the SFDB purview. An existing 1,717-square-foot single-unit residence will remain. A ministerial Coastal Exemption is required for the addition. Approval of a Coastal Development Permit is required for the ADU by the Staff Hearing Officer. The proposed total of 2,628 square feet of development on a 14,016-square-foot lot is 62% of and maximum required floor-to-lot area ratio (FAR).)

No final appealable decision will take place at this hearing. Neighborhood Preservation Findings and Hillside Design District & Sloped Lot Findings will be required when the project is reviewed for Project Design Approval.

(5:15PM) REVIEW: AFTER FINAL APPROVAL

4. **1510 SANTA ROSA AVE**
Assessor's Parcel Number: 045-131-027
Zone: E-3/SD-3
Application Number: PLN2021-00351
Owner: Kevin Hansen
Applicant/Designer: Mark Mansfield

(Proposal to demolish a detached 400 square foot two-car carport, construct a new 804 square foot basement, new detached 454 square foot two-car garage & new 783 square-foot Accessory Dwelling Unit (ADU) above garage. The project includes a new 350 square foot deck above the existing family room for the primary residence, and the enclosure of a 33 square foot breezeway for new habitable space. The proposed total of 3,567 square feet on a 13,503 square foot lot, is 86% of the maximum required floor-to-lot area ratio.)

Review After Final Approval is requested to permit as-built roof deck above the previously approved Accessory Dwelling Unit (ADU). Project requires substantial conformance to the plans that received Project Design Approval and Final Approval on March 28, 2022.

SEE SEPARATE AGENDA FOR CONSENT ITEMS