



# City of Santa Barbara

## Planning Division

### HISTORIC LANDMARKS COMMISSION AGENDA

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

**Wednesday, March 13, 2013      David Gebhard Public Meeting Room: 630 Garden Street      1:30 P.M.**

**COMMISSION MEMBERS:**

PHILIP SUDING, *Chair*  
DONALD SHARPE, *Vice-Chair*  
LOUISE BOUCHER  
MICHAEL DRURY  
WILLIAM LA VOIE  
FERMINA MURRAY  
JUDY ORÍAS  
CRAIG SHALLANBERGER  
BARRY WINICK

**ADVISORY MEMBER:** DR. MICHAEL GLASSOW  
**CITY COUNCIL LIAISON:** DALE FRANCISCO  
**PLANNING COMMISSION LIAISON:** SHEILA LODGE

**STAFF:** JAIME LIMÓN, Design Review Supervisor / Historic Preservation Supervisor  
NICOLE HERNÁNDEZ, Urban Historian  
SUSAN GANTZ, Planning Technician  
GABRIELA FELICIANO, Commission Secretary

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

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

**AGENDAS, MINUTES, REPORTS, PLANS & PUBLIC RECORD WRITINGS.** Copies of all documents relating to agenda items are available for review at 630 Garden Street and agendas and minutes are posted online at [www.SantaBarbaraCA.gov/HLC](http://www.SantaBarbaraCA.gov/HLC). If you have any questions or wish to review the plans, please contact Susan Gantz, Historic Landmarks Commission (HLC) Planning Technician, at (805) 564-5470, extension 3311, or by email at [SGantz@SantaBarbaraCA.gov](mailto:SGantz@SantaBarbaraCA.gov). Office hours are 8:30 a.m. to 4:30 p.m., Monday through Thursday, and every other Friday. Please check our [website](#) under [City Calendar](#) to verify closure dates. **Materials related to an item on this agenda submitted to the HLC after distribution of the agenda packet are available for public inspection in the Community Development Department located at 630 Garden Street, during normal business hours.** Written comments that are a public record under Government Code § 54957.5(a), that relate to an agenda item for an open session of a regular meeting of the HLC, and that are distributed to a majority of all of the members of the HLC *during* the meeting are available for public inspection by the entrance of the David Gebhard Public Meeting Room, 630 Garden Street, Santa Barbara, CA.

**PUBLIC COMMENT.** The public has the opportunity to comment on any item on today's agenda. The Chair will announce when public testimony can be given for each item on the agenda. Speaker slips are available by the door and should be filled in and handed to the HLC Secretary (sitting adjacent to the windows on the east side of the room) before the agenda item begins. Please indicate which item you would like to address on the speaker slip and, in your testimony, which portion of the project you will be addressing in your comments. Each speaker is allocated two minutes for public comment due to time constraints. Written public comment letters and emails received prior to the meeting are typically distributed to the HLC at their meeting.

**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 an informational, non-advocative presentation of drawings or submissions of an architectural, engineering, or similar nature to the same Board on which they are seated. Full details regarding this exception are posted in the back of the David Gebhard Public Meeting Room and available at the Community Development Department located at 630 Garden Street, Santa Barbara, CA.

#### PLEASE BE ADVISED

The following advisories are generally also contained in the City's Historic Landmarks Commission General Design Guidelines and Meeting Procedures (HLC Guidelines). The specific HLC Guideline number related to each advisory is listed in parenthesis after each advisory. Applicants are encouraged to review the full version of the HLC Guidelines.

- The approximate time the project will be reviewed is listed to the left of each item. It is suggested that applicants arrive 15 minutes early. The agenda schedule is subject to change as cancellations occur. Staff will notify applicants of time changes. (3.2.2)
- The applicant's presence is required. If an applicant is not present, the item will be postponed indefinitely. If an applicant cancels or postpones an item without providing advance notice, the item will be postponed indefinitely and will not be placed on the following HLC agenda. In order to reschedule the item for review, a rescheduling fee will be paid and the applicant must fill out and file a Supplemental Application Form at 630 Garden Street (Community Development Department) in addition to submitting appropriate plans. (3.2.4)
- Substitution of plans is not allowed. If revised plans differing from the submittal sets are brought to the meeting, motions for Project Design Approval or Final Approval will be contingent upon staff review for code compliance. (3.2.4)
- Concept review comments are generally valid for one year. Per SMBC 22.22.180, a project design approval is valid for three years from the date of the approval unless a time extension has been granted or a building permit has been issued. Projects with a valid land use approval will also automatically extend the project design approval expiration date. (3.2.9) An HLC approval does not constitute a Zoning clearance or a Building and Safety Permit.
- All approvals made by the HLC are based on compliance with Municipal Code Chapter 22.22 and with adopted HLC Guidelines. Decisions of the HLC may be appealed to the City Council. For further information on appeals, contact the Planning Division Staff or the City Clerk's office. Appeals must be in writing and must be filed with the City Clerk at City Hall, 735 Anacapa Street, within ten (10) calendar days of the meeting and which the Board took action or rendered its decision. (3.2.9)

- **AMERICANS WITH DISABILITIES ACT:** In compliance with the Americans with Disabilities Act, if you need special assistance to gain access to, comment at, or participate in this meeting, please contact the Planning Division at (805) 564-5470, extension 3310. If possible, notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements in most cases.

### **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 HLC Guidelines 2.12 and 3.1.2C for specific information.

### **NOTICE:**

- A. On Friday, March 8, 2013, at 4:00 P.M., this agenda was duly posted on the indoor and outdoor bulletin boards at the Community Development Department, 630 Garden Street, and online at [www.SantaBarbaraCa.gov/HLC](http://www.SantaBarbaraCa.gov/HLC).
- B. This regular meeting of the Historic Landmarks Commission will be broadcast live on TV Channel 18, or on your computer, via [www.SantaBarbaraCa.gov/Government/Video](http://www.SantaBarbaraCa.gov/Government/Video). Meeting rebroadcast schedule can be found at [www.CityTV18.com/schedule.htm](http://www.CityTV18.com/schedule.htm). An archived video copy of this meeting will be viewable on computers with high speed internet access by going to [www.SantaBarbaraCa.gov/HLC](http://www.SantaBarbaraCa.gov/HLC) and then clicking *Meeting Videos*.

### **GENERAL BUSINESS:**

#### A. Public Comment:

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

- B. Approval of the minutes of the Historic Landmarks Commission meeting of February 27, 2013.
- C. Consent Calendar.
- D. Announcements, requests by applicants for continuances and withdrawals, future agenda items, and appeals.
- E. Subcommittee Reports.

### **PUBLIC HEARING**

#### **1. 800 ALVARADO PLACE (FORMERLY 1900 LASUEN)**

**(1:45)** Assessor's Parcel Number: 019-170-022

Staff Member: Nicole Hernández, Urban Historian

(Review of Staff Report and Public Hearing to consider adoption of a resolution to recommend to City Council that El Encanto Hotel Site, located at 800 Alvarado Place, be designated a City Historic District.)

**HISTORIC STRUCTURES REPORT****2. 25 E MASON ST**

OC/HRC-2/SD-3 Zone

**(2:05)**

Assessor's Parcel Number: 033-082-012  
Application Number: MST2012-00088  
Owner: Santa Barbara Beach Properties, LP  
Architect: AB Design Studios

(Conversion of existing 12,705 square foot of light industrial or storage use on second floor and conversion of 10,541 square feet of light industrial or storage use to office use on third floor.)

**(Review of Addendum letter to previously prepared Historic Structure Report prepared by Alex Cole.)**

**MISCELLANEOUS ACTION ITEM****3. 25 E MASON ST****(2:10)**

Assessor's Parcel Number: 033-082-012  
Staff Member: Nicole Hernández, Urban Historian

(Request by Staff to add the building at 25 E. Mason Street to the City of Santa Barbara Potential Historic Resources List.)

**CONCEPT REVIEW - NEW****4. 25 E MASON ST**

OC/HRC-2/SD-3 Zone

**(2:15)**

Assessor's Parcel Number: 033-082-012  
Application Number: MST2012-00088  
Owner: Santa Barbara Beach Properties, LP  
Architect: AB Design Studios

(Conversion of existing 12,705 square foot of light industrial or storage use on second floor and conversion of 10,541 square feet of light industrial or storage use to office use on third floor.)

**(Exterior alterations previously approved by the Architectural Board of Review by mistake under MST2012-00058. Project should be added to the City's Potential Historic Resources List.)**

**TRAINING AND DISCUSSION ITEM****5. DESIGN REVIEW MEETING EFFICIENCIES****(3:00)**

Staff: Jaime Limón, Senior Planner/Design Review Supervisor  
(Training on improving Design Review meeting efficiencies and discussion regarding Commission comments/motions.)

**CONSENT CALENDAR – SEE SEPARATE AGENDA**