



LAND DEVELOPMENT TEAM OVERSIGHT SUBCOMMITTEE

“HELPING YOU ENHANCE OUR CITY AND BUILD A BETTER COMMUNITY”

February 24, 2021

Call Meeting to Order

Roll Call

Subcommittee Members:

Eric Friedman, Chair

Alejandra Gutierrez

Mike Jordan

Meeting Agenda

- Preliminary Matters
 - Announcements
 - Approval of January 27, 2020 Minutes
 - General Public Comment
 - *Items not on the agenda*
- Update on LDT Process Improvements
- Next Meeting Items



STAFF PRESENTATION

Committee Purpose and Scope

- Purpose of the subcommittee is to advise Land Development Team staff and oversee implementation of process improvements and related issues recommended by The Novak Consulting Group.

Land Development Team

- Community Development Department
 - *Planning*
 - *Building & Safety*
- Public Works Department
 - *Engineering*
 - *Transportation Planning*
 - *Water Resources*
- Fire Department
- Parks & Recreation Dept.
 - *Creeks*
- Sustainability and Resilience Department
 - *Environmental Services*



“JUST DO ITS” AND HIGH PRIORITY RECOMMENDATIONS

Status of High Priority Recommendations

- Updated City Website (Rec #5)
 - Restructured handouts by creating folders organized by subject to make them easily accessible and more user friendly
 - Provided a link to statistical reports to contractor's groups and the public regarding permits issued



Status of High Priority Recommendations

- Created Statistical Reports for Application and Permit Expiration Processing (Rec #11 and 12)
 - Notifies and provides applicants a chance to complete the plan review and inspection process prior to expiration
 - Reduces the number of potential code compliance cases for expired permits.
 - Ensures better record keeping, cleaner program



OTHER ITEMS

“Under Construction”

Building Application and Plan Review Phase

Process Clarity and Consistency

- Provide Training for Permit Technician Staff to Review Submittal Documents for Completeness (Rec # 9)
 - Reduces plan check corrections and plan check staff time for review
 - Saves time for customer



Process Clarity and Consistency

- Create Fee Estimates for Building Permit Applicants
 - Helps the public determine if they have budget to complete process
 - Avoids “sticker shock” prior to permit issuance



Process Clarity and Consistency

- Collection of Full Plan Review Fees at Initial Submittal (Rec 12)
 - Consistency with Planning application intake
 - Allows staff to focus on fully vested applicants



Process Clarity and Consistency

- Create Standardized Plan Review Document for Plan Reviewers (Rec #10)
 - Keeps staff comments in the same format, relatively same order for all applicants
 - Provides standardized communication to applicants
 - Provides expectation from design professionals and other regular customers for similar projects



Process Clarity and Consistency

- Create a Pre-Approved Plan for Projects Requiring BMP's for Storm Water/Erosion Control (Rec #25)
- Provides three standard plans for various size projects consistent with project scope triggers
- Saves applicants time and money
- Reduces plan check corrections and staff time for review

Best Management Practices (BMPs)

1. Purpose and Scope: This document provides the minimum standards for the design, construction, and maintenance of BMPs for storm water and erosion control on all new and existing projects within the City of Santa Barbara.

2. Definitions: BMP: Best Management Practice; Erosion Control: Measures to prevent soil erosion; Storm Water: Rainfall runoff.

3. Standards: All projects requiring BMPs must comply with the standards outlined in this document. The standards are based on the City of Santa Barbara's storm water and erosion control program.

4. Implementation: BMPs must be designed, constructed, and maintained in accordance with the standards outlined in this document. The City of Santa Barbara will conduct regular inspections to ensure compliance.

5. Enforcement: The City of Santa Barbara will enforce the standards outlined in this document. Violations may result in fines and penalties.

Construction Site Best Management Practices (BMPs)

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Table 1: Storm Water Management Practices

Practice	Area	Standard
1. Erosion Control	100%	100%
2. Sediment Control	100%	100%
3. Storm Water Management	100%	100%
4. Storm Water Management	100%	100%
5. Storm Water Management	100%	100%
6. Storm Water Management	100%	100%
7. Storm Water Management	100%	100%
8. Storm Water Management	100%	100%
9. Storm Water Management	100%	100%
10. Storm Water Management	100%	100%

Table 2: Erosion Control Practices

Practice	Area	Standard
1. Erosion Control	100%	100%
2. Erosion Control	100%	100%
3. Erosion Control	100%	100%
4. Erosion Control	100%	100%
5. Erosion Control	100%	100%
6. Erosion Control	100%	100%
7. Erosion Control	100%	100%
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Other Helpful Tools

- Create Reports in Permit Tracking Software for Other Agency Reporting and Budgeting Projections
 - Reporting to Census, Assessor's Office
 - Helps with future budget projections by looking at averages/trends



COMMITTEE QUESTIONS

PUBLIC COMMENT

ITEMS FOR 4/20/21 MEETING

Progress Updates for Items Under Construction

How To Make An Oral Public Comment

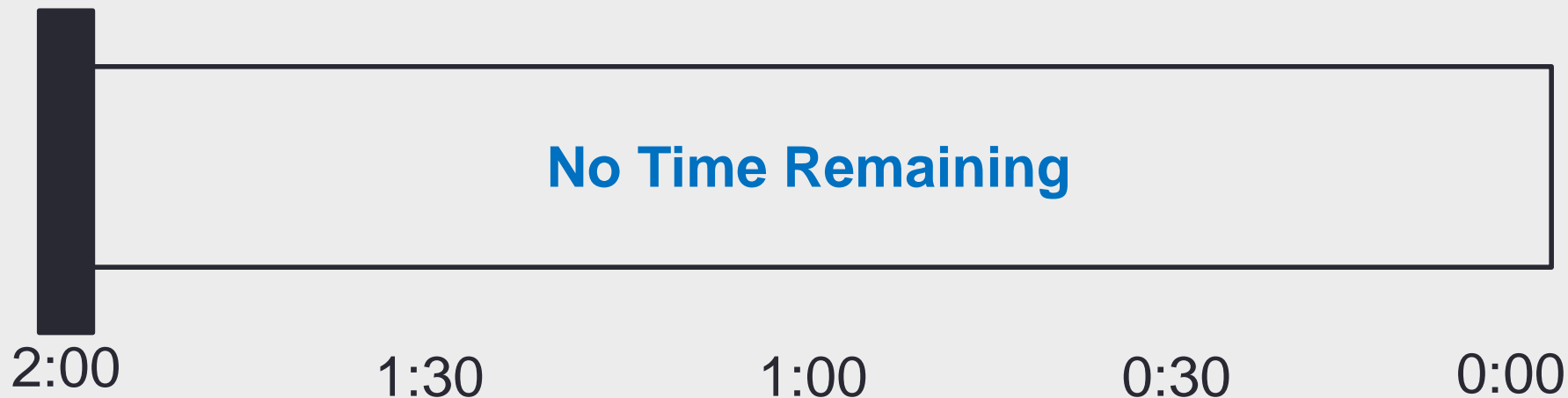
- To indicate that you would like to make a public comment, click the “Raise / Lower Your Hand” icon in the Control Panel
- The Organizer will notify you when it is your turn to speak
- You will have two minutes to speak and no time may be donated from another speaker



Indicates a “Raised Hand”

You Have 2:00 Minutes to Speak

Speaker Time Remaining:



**The Land Development Team Oversight
Subcommittee meeting for
February 24, 2021 will reconvene shortly**

