



City of Santa Barbara California

PLANNING COMMISSION STAFF REPORT

REPORT DATE: April 30, 2009
AGENDA DATE: May 7, 2009
PROJECT ADDRESS: 455, 457, 459 N. Hope Ave. (MST2006-00564)
TO: Planning Commission
FROM: Planning Division, (805) 564-5470
 Danny Kato, Senior Planner *DK*
 Daniel Gullett, Associate Planner *DG*

I. REQUEST FOR ANNEXATION INITIATION

The City received a request from Trudi Carey of The Carey Group, Inc., agent for property owner Giardini di Cipriani, LLC, for initiation of annexation of the 2.92 acre lot known as 457 and 459 N. Hope Ave. (APN 057-170-012). Upon annexation, the owner intends to subdivide the property into nine residential lots. In addition, due to previously-imposed conditions on the adjoining property to the south, staff requests initiation of annexation of the 0.25 acre lot known as 455 N. Hope Ave. (APN 057-191-011) and the 0.14 acre driveway lot (APN 057-191-014) serving the residence at 455 N. Hope Ave. These two lots are owned by the Anderson Family Revocable Trust, and no improvements are proposed as this time. The three subject lots are located within the City's Sphere of Influence, and adjoin parcels already in the City.

The existing County Comprehensive Plan designation of the properties is Residential with a maximum density of 4.6 units per acre, and the existing County zoning is 8-R-1 (Single Family Residential with minimum lot size of 8,000 sf). The proposed City General Plan designation for the three subject lots is Residential with a density of five dwelling units per acre, and the proposed City zoning is E-3 (Single Family Residential with a minimum lot size of 7,500 s.f.) and SD-2 (Upper State Street Area Overlay).

455, 457, and 459 N. Hope are each developed with a single family dwelling and various accessory structures. The properties are currently served by the City sewer system, County Fire Protection District, and Goleta Water District. If the request for initiation is granted, the proposed project would require Annexation of the unincorporated area of Santa Barbara County into the City of Santa Barbara, detachment from County Fire Protection District and Goleta Water District, General Plan Amendment, Zoning Map Amendment, and a Tentative Subdivision Map for the nine lot subdivision.

II. RECOMMENDATION

Staff recommends that the Planning Commission initiate annexation of APNs 057-170-012, 057-191-011, and -014 with a General Plan designation of Residential, Five Dwelling Units per Acre and zoning designations of E-3 and SD-2.

III. ANNEXATION PROCESS & BACKGROUND

Annexation is a legislative process, and current City procedures require that either the Planning Commission or City Council initiate an annexation before an applicant can submit a formal application to the City for annexation. The City's General Plan Land Use Element encourages annexation of unincorporated areas within the City's Sphere of Influence, which is established by the Local Agency Formation Commission (LAFCO). The Sphere of Influence is defined as the probable future City boundary and service area. The City's Sphere of Influence currently extends along the City's eastern boundary adjacent to Montecito, moves north and west along the Las Padres National Forest boundary, follows State Highway 154 to the south, and encompasses the community of Hope Ranch.

At this stage in the annexation process, a preliminary review of the proposal and issues is performed. An in-depth analysis of City policy consistency of the proposal would not be completed until a formal, complete application is submitted. The purpose of an initiation discussion is to determine whether a project generally meets the City's annexation policies; identify any major and potential environmental concerns/constraints; and identify potential zoning and General Plan designations.

The subject annexation meets the criteria of City Council Resolution 96-118, which provides procedures for reviewing annexation applications. Resolution 96-118 restricts annexations to parcels located within the City's Sphere of Influence and adjacent to existing City boundaries, and restricts annexations to property owner requests, State mandates, or direction from LAFCO.

Prior to the adoption of Resolution 96-118, the City began an Annexation Policy Update in 1994, which included two components: the Draft Las Positas Valley and Northside Pre-Annexation Study (LPV&NS, 2000); and the draft update of the General Plan Land Use Element text, goals, policies and implementation strategies related to City boundaries and annexation. The Annexation Policy Update was not adopted; however, the LPV&NS Pre-Annexation Study contains useful discussion and pre-zoning and pre-General Plan land use designations for the Las Positas Valley and Northside areas.

The three subject lots are located within Northside Sub-Area 15, Sunset, that was analyzed in the Draft LPV&NS Study. The pre-General Plan designation of this subarea as Residential, five units per acre most closely matches both surrounding City and County General Plan designations. Similarly, and consistent with the pre-General Plan designation, the pre-zoning designation of E-3 most closely matches existing land uses, current County zoning, and surrounding City zoning. The SD-2 Upper State Street Area Overlay applies to all lots bounded by Alamar Avenue, U.S. Highway 101, Foothill Road and State Highway 154, including the subject properties. If annexed into the City, the subject property would be included in the Land Use Element's Hope/La Cumbre Neighborhood which is described, primarily, as a single-family residential area almost completely developed with few vacant or underdeveloped parcels, and most lots ranging between 7,000 and 10,000 square feet.

General Plan Land Use Element and Draft Annexation Policy Update policies encourage annexation of unincorporated islands and peninsulas of land contiguous to the City and within the City's Sphere of Influence at the earliest convenience. Staff's position is that the annexation of the subject properties is appropriate to encourage logical and consistent land use planning, efficient public services, and orderly development in the Northside Area. The proposed General Plan designation, zoning, subdivision, and subsequent residential development are consistent with the existing pattern of development and the use envisioned for the area in the Draft LPV&NS Study.

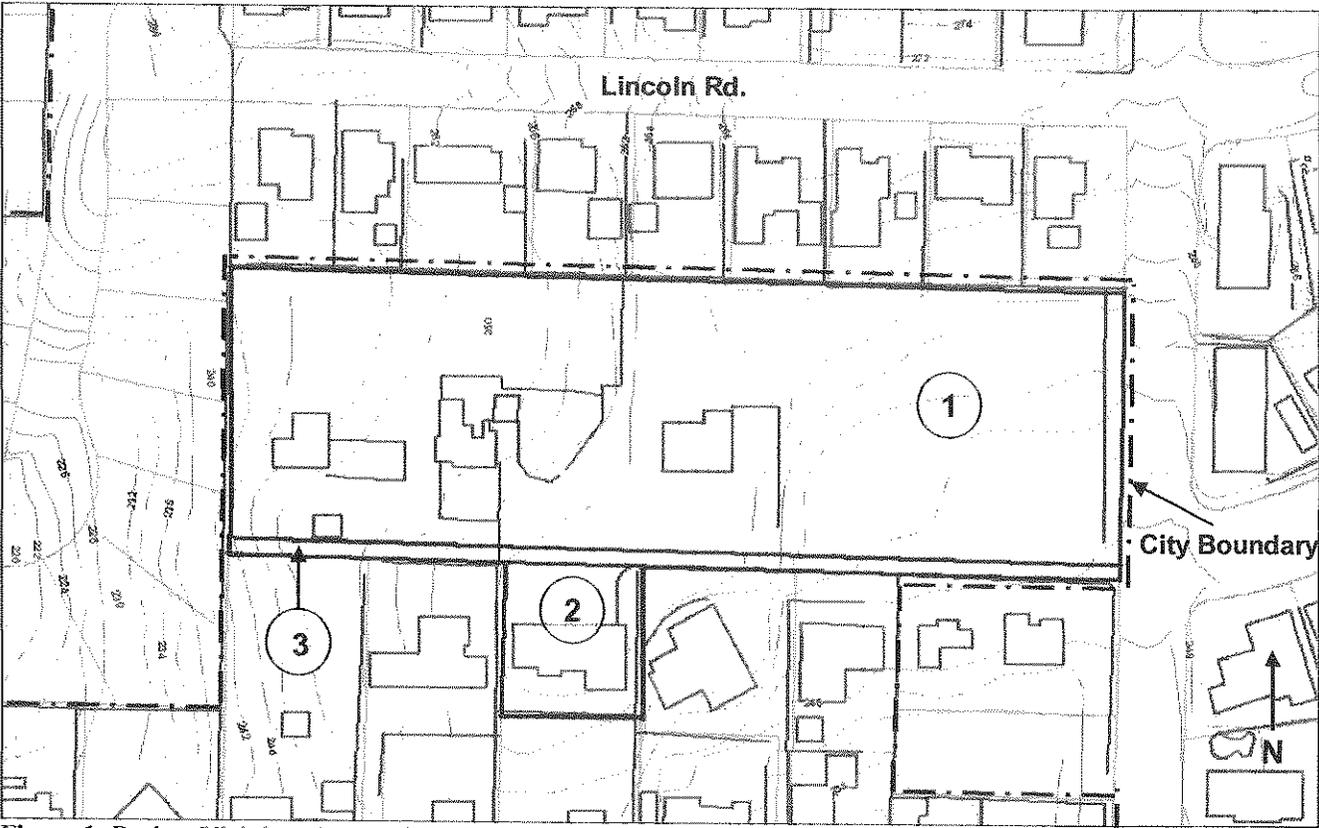


Figure 1: Project Vicinity. 1: APN 057-170-012 2: APN 057-191-011 3: APN 057-191-014



Figure 2: Aerial Photo. 1: APN 057-170-012 2: APN 057-191-011 3: APN 057-191-014

IV. SITE INFORMATION AND PROJECT STATISTICS

A. SITE INFORMATION

457, 459 N. Hope Ave.	
Applicant: Trudi Carey, The Carey Group, Inc.	Property Owner: Giardini di Cipriani, LLC
Parcel Number: 057-170-012	Lot Area: 2.92 acres
County General Plan: RES-4.6 (Residential – 4.6 units per acre)	Proposed City General Plan: Residential – 5 units per acre
County Zoning: 8-R-1 (Single family residential 8,000 sf min. lot size)	Proposed City Zoning: E-3/SD-2 (Single family residential/Upper State St. Overlay)
Existing Use: Two Single Family Residences	Topography: 6% average slope
Adjacent Land Uses: North – Single family residential East – Single family residential South – Vacant West – Single family residential	

B. PROJECT STATISTICS

457, 459 N. Hope Ave. (9 Lot Subdivision)				
	Slope	Required Area	Gross Area	Net Area*
Lot 1	5.0%	7,500 sf	14,850 sf	12,588 sf
Lot 2	5.6%	7,500 sf	13,860 sf	11,830 sf
Lot 3	8.2%	7,500 sf	16,038 sf	13,023 sf
Lot 4	6.6%	7,500 sf	15,048 sf	12,084 sf
Lot 5	7.7%	7,500 sf	14,850 sf	12,175 sf
Lot 6	7.4%	7,500 sf	12,840 sf	12,840 sf
Lot 7	5.7%	7,500 sf	13,024 sf	10,754 sf
Lot 8	4.6%	7,500 sf	12,640 sf	11,465 sf
Lot 9	8.9%	7,500 sf	14,724 sf	12,884 sf

*Exclusive of the proposed street right-of-way

V. PROPOSED SUBDIVISION

The maximum density for the 2.92 acre parcel would be 14.6 units, under the proposed General Plan Designation of *Residential, five units per acre*. The proposed E-3 Zone has a minimum lot area requirement of 7,500 square feet for lots with less than ten percent average slope. If the road is proposed as a public road, the right-of-way area would be netted out of each of the lot area calculations.

The Pre-application Review Team (PRT) reviewed the annexation and subdivision request and provided a letter to the applicant dated November 27, 2006 (Exhibit E). The letter identified potential issues and additional information that would be required upon submittal of an application following

annexation initiation. Major issues included drainage, preservation of mature vegetation, and traffic circulation. After the initiation submittal, staff identified the need for a Historic Structures Report, an arborist report, and compliance with both the Storm Water Management Program and the Inclusionary Housing Ordinance.

Staff notes that the current proposed road configuration has been altered since the 2006 pre-application review and has not been fully examined by Public Works Engineering staff or Transportation Operations staff.

The applicant and staff are specifically seeking feedback from the Planning Commission on whether a private street serving the proposed subdivision would be acceptable rather than a public street. Under either scenario, the City requires new streets to be constructed to public street standards. Without obtaining rights through adjacent private properties, there are no apparent opportunities to connect a street or path to the City's existing network from Hope Ave. Staff notes, for the purposes of maximum net floor area calculation for lots less than 15,000 sf (Section 28.15.083), net lot area excludes public right-of-way but not private streets. Therefore, a private street could provide additional maximum floor area for each lot compared to a public street.

Staff recommends that the Planning Commission review the findings for a public street waiver and street frontage modifications (below) and provide feedback, since the Planning Commission would have to make these findings at a later date for a private street to be approved (a Public Street Waiver would be required pursuant to SBMC Section 22.60.300, as would street frontage modifications for eight of the nine lots, since the E-3 Zone requires new lots to have 60 feet of frontage on a public street).

The findings for a public street waiver are as follows:

1. *The proposed roadway, lane, drive or driveway will provide adequate access to the subject property and other properties using said roadway, lane, drive or driveway.*
2. *The proposed roadway, lane, drive or driveway and adjacent paved areas will provide adequate access for fire suppression vehicles as required by applicable fire regulations, including but not limited to turnaround area, width, grade and construction.*
3. *There is adequate provision for maintenance of the proposed private road, lane, drive or driveway by either of the following:*
 - a. *There is a recorded agreement that provides for adequate maintenance of said road, lane, drive or driveway, or*
 - b. *The owner of the subject property has agreed to adequately maintain said private road, lane, drive or driveway and said agreement has been or will be recorded prior to recordation of the final or parcel map.*
4. *The waiver is in the best interests of the City and will improve the quality and reduce the impacts of the proposed development.*

The finding for the a street frontage modification is as follows:

A modification of street frontage where the modification is consistent with the purposes and intent of the Zoning Ordinance, and is necessary to (i) secure an appropriate improvement on a lot, (ii) prevent unreasonable hardship, (iii) promote uniformity of improvement, or (iv) the modification is necessary to construct a housing development which is affordable to very low-, low-, moderate- or middle-income households.

VI. ANDERSON PARCELS

The 0.14 acre, ten-foot-wide parcel (APN 057-191-014) is a legal lot created in the 1923 George W. Lloyd Subdivision (Lot 24, RM Book 15, Page 13). The ten-foot-wide parcel is thought to have been an access to the water well that served the properties on Sunset Rd. and currently provides access to the 455 N. Hope Ave. The 0.25 acre 455 N. Hope Ave. parcel is developed with a single family residence and attached garage.

The owners of these two parcels waived the right to protest annexation of these lots at the time their home was connected to City sewer in 1989, following a septic failure. Because of this, the LAFCO Executive Director encouraged the inclusion of the Anderson properties in the proposed annexation.

Staff has encouraged the applicant to explore the inclusion of the ten-foot-wide parcel in the proposed subdivision to: provide additional landscaping and more area to manage stormwater between the proposed subdivision and the properties to the south; reduce pervious area; provide more opportunity to preserve mature vegetation; align the proposed new road more closely with the Hope Ave./Lincolnwood Dr. intersection; and reduce conflicts between Hope Ave. and the sidewalk and the existing driveway and the proposed road.

VII. NEXT STEPS

If the annexation is initiated, the applicant can submit a formal application for Annexation, General Plan Amendment, Zoning Map Amendment, and a Tentative Subdivision Map. Upon submittal of a complete application, staff would review the application for policy consistency and perform environmental review. With a complete application and appropriate environmental review, the Planning Commission would hold a public hearing for a decision regarding the subdivision, and to make recommendations to City Council regarding the annexation and related actions. If City Council consents to the annexation, the City would then apply to LAFCO for annexation.

Exhibits:

- A. Applicant's letter dated April 22, 2009
- B. Site Plan, Conceptual Grading Plan
- C. County & City General Plan Maps
- D. County & City Zoning Maps
- E. February 2000 Draft Las Positas Valley & Northside Pre-Annexation Study, Sub-Area 15 excerpt
- F. PRT letter dated November 27, 2006

THE CAREY GROUP, INC.

ARCHITECTURE / PLANNING / CONSTRUCTION ADMINISTRATION

5325 Calle Real Santa Barbara, CA 93111 (805) 964-7000 Fax (805) 964-7022

April 22, 2009

Planning Commission
City of Santa Barbara
630 Garden Street
Santa Barbara, CA 93101

Reference: Request for Annexation
457 - 459 North Hope Avenue, APN: 057-170-12

Dear Commissioners,

The Carey Group, Inc. is pleased to submit our plans for the annexation of our Hope Avenue property to the City of Santa Barbara.

By way of background on the Carey Group, our most recently completed homes are located in the County of Santa Barbara at Camino Campana and Kellogg Avenue. You may be more familiar with homes we have built in the City over the years, particularly in the Hope Avenue neighborhood. These include the homes on Nathan Road (a block above the site on Hope Avenue, across from Monte Vista School), the Stacy Lane homes at North La Cumbre and Stacy Lane (west of the site) and the affordable homes know as La Cumbre Hills (immediately to the west of the site) for which we acted as the project manager for the Towbes Group. Enclosed is a brochure on our firm which contains photographs of some of the above homes for your reference.

History of the Hope Avenue Site

The Hope Avenue site is a 2.92 acre infill property fronting on Hope Avenue. The site is bordered by the City of Santa Barbara to the north and west and by the County of Santa Barbara to the south. The property is located within County jurisdiction.

Utilities

The property it is currently being serviced by Goleta Water District (water) and the City of Santa Barbara (sewer). All other services are available. The City obtained a 6,436.70 square foot sewer easement on the property in 1962 in

exchange for the installment of nine sewer wyes (construction was completed by the City in November 1962) for the future development of nine parcels.

Annexation

The City has historically desired this property to be annexed to the City, so we have included a formal annexation request with our project application materials.

Proposed Plans

The Carey Group is proposing nine parcels for the property ranging in size from 12,640 square feet to 16,038 gross square feet (average of 14,542 square feet in a 7,500 square foot minimum zone). This density is consistent with that of the surrounding neighborhood. The average slope for all nine parcels is 6.63% with 100% Floor Area Ratio averaging 33%. The traffic impacts are minimal for six new homes since there are three existing residences on the property. The Carey Group's intention is to process the property for a vested tentative map

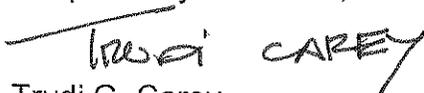
Preliminary Input

The staff report will break out some of the details of our application. From a conceptual review standpoint, we are particularly interested in receiving some planning input from your Commission on the following preliminary questions:

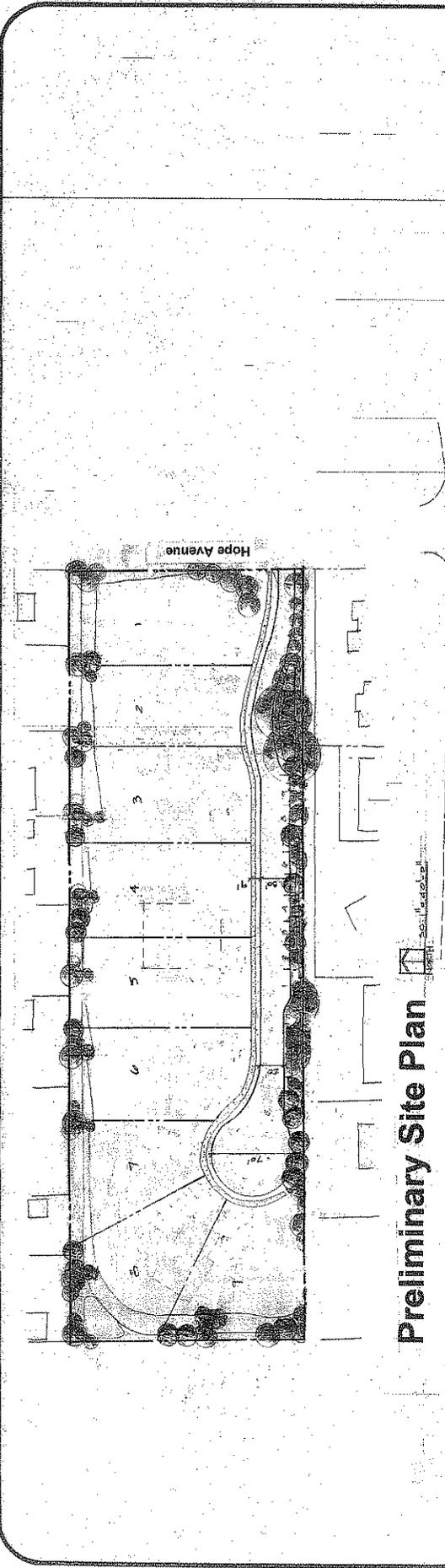
- Preliminary parcel and road configuration
- Modification of City street width to a narrower street
- Modification of public street requirement to a private street
- Sidewalk layout and width

We look forward to reviewing the preliminary plans with you.

Respectively submitted,



Trudi G. Carey
The Carey Group, Inc.



SLOPE / FLOOR AREAS

Parcel	Area	Slope	Floor Area
1	12,510.5	4.5%	12,510.5
2	11,832.0	1.5%	11,832.0
3	12,084.0	2.5%	12,084.0
4	12,175.0	3.0%	12,175.0
5	12,510.5	4.5%	12,510.5
6	12,084.0	2.5%	12,084.0
7	12,175.0	3.0%	12,175.0
8	12,510.5	4.5%	12,510.5
9	12,084.0	2.5%	12,084.0
10	12,175.0	3.0%	12,175.0
11	12,510.5	4.5%	12,510.5
12	12,084.0	2.5%	12,084.0
13	12,175.0	3.0%	12,175.0
14	12,510.5	4.5%	12,510.5
15	12,084.0	2.5%	12,084.0
16	12,175.0	3.0%	12,175.0
17	12,510.5	4.5%	12,510.5
18	12,084.0	2.5%	12,084.0
19	12,175.0	3.0%	12,175.0
20	12,510.5	4.5%	12,510.5
21	12,084.0	2.5%	12,084.0
22	12,175.0	3.0%	12,175.0
23	12,510.5	4.5%	12,510.5
24	12,084.0	2.5%	12,084.0
25	12,175.0	3.0%	12,175.0
26	12,510.5	4.5%	12,510.5
27	12,084.0	2.5%	12,084.0
28	12,175.0	3.0%	12,175.0
29	12,510.5	4.5%	12,510.5
30	12,084.0	2.5%	12,084.0
31	12,175.0	3.0%	12,175.0
32	12,510.5	4.5%	12,510.5
33	12,084.0	2.5%	12,084.0
34	12,175.0	3.0%	12,175.0
35	12,510.5	4.5%	12,510.5
36	12,084.0	2.5%	12,084.0
37	12,175.0	3.0%	12,175.0
38	12,510.5	4.5%	12,510.5
39	12,084.0	2.5%	12,084.0
40	12,175.0	3.0%	12,175.0
41	12,510.5	4.5%	12,510.5
42	12,084.0	2.5%	12,084.0
43	12,175.0	3.0%	12,175.0
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48	12,084.0	2.5%	12,084.0
49	12,175.0	3.0%	12,175.0
50	12,510.5	4.5%	12,510.5
51	12,084.0	2.5%	12,084.0
52	12,175.0	3.0%	12,175.0
53	12,510.5	4.5%	12,510.5
54	12,084.0	2.5%	12,084.0
55	12,175.0	3.0%	12,175.0
56	12,510.5	4.5%	12,510.5
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91	12,175.0	3.0%	12,175.0
92	12,510.5	4.5%	12,510.5
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94	12,175.0	3.0%	12,175.0
95	12,510.5	4.5%	12,510.5
96	12,084.0	2.5%	12,084.0
97	12,175.0	3.0%	12,175.0
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99	12,084.0	2.5%	12,084.0
100	12,175.0	3.0%	12,175.0

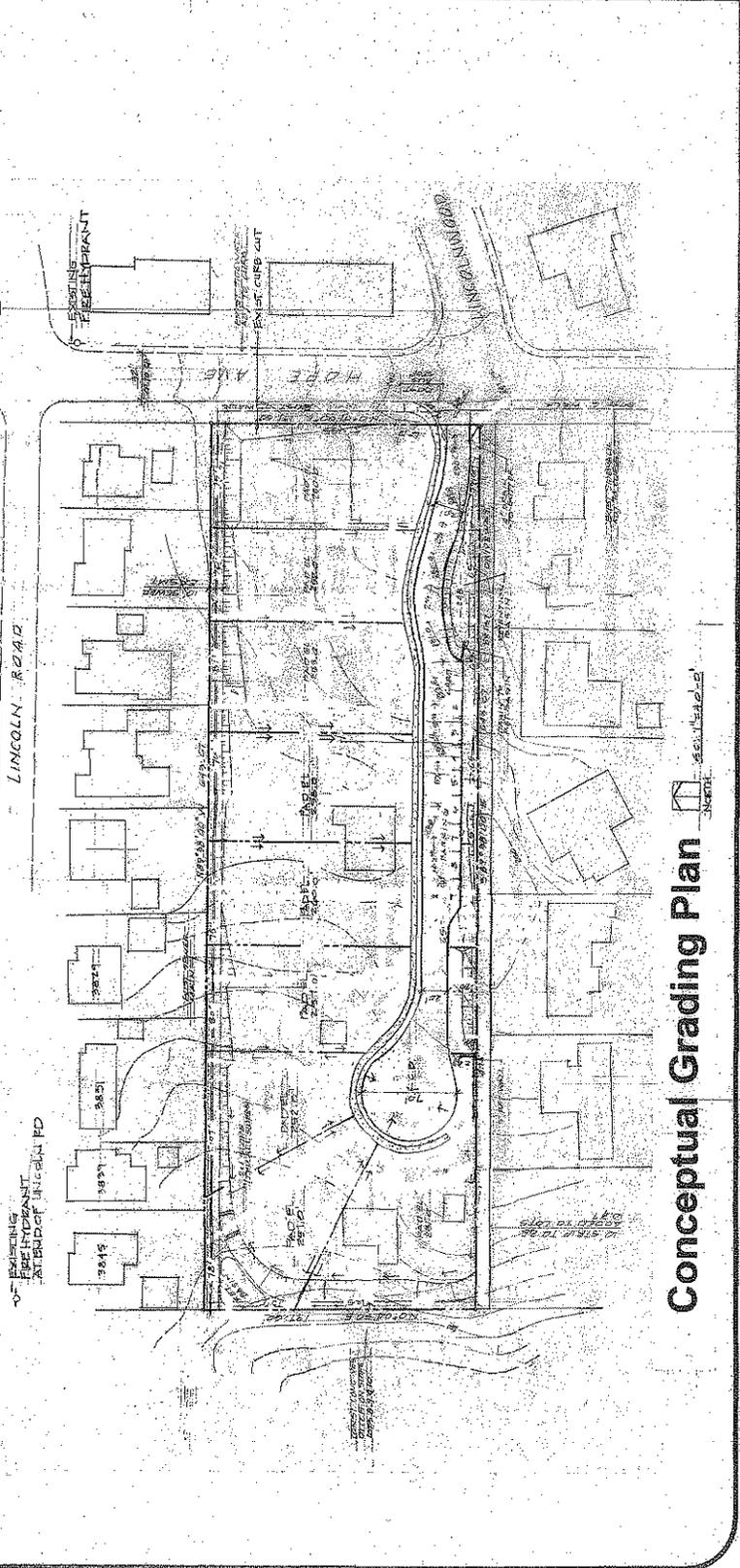
PARCEL AREAS

Parcel Number	Net SF	Gross SF
1	12,510.5	14,500.0
2	11,832.0	13,500.0
3	12,084.0	14,000.0
4	12,175.0	14,200.0
5	12,510.5	14,500.0
6	12,084.0	14,000.0
7	12,175.0	14,200.0
8	12,510.5	14,500.0
9	12,084.0	14,000.0
10	12,175.0	14,200.0
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83	12,510.5	14,500.0
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85	12,175.0	14,200.0
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93	12,084.0	14,000.0
94	12,175.0	14,200.0
95	12,510.5	14,500.0
96	12,084.0	14,000.0
97	12,175.0	14,200.0
98	12,510.5	14,500.0
99	12,084.0	14,000.0
100	12,175.0	14,200.0

Drainage Notes:

1. Lots 4 thru 8 drain to Hope Avenue
2. Lots 9 thru 10 drain to concrete
3. Lots 1 thru 3 drain to front
4. Lots 11 thru 13 drain to rear
5. All lots to be retained prior to leaving site

DATE: 12/1/07
 DRAWN BY: [Redacted]



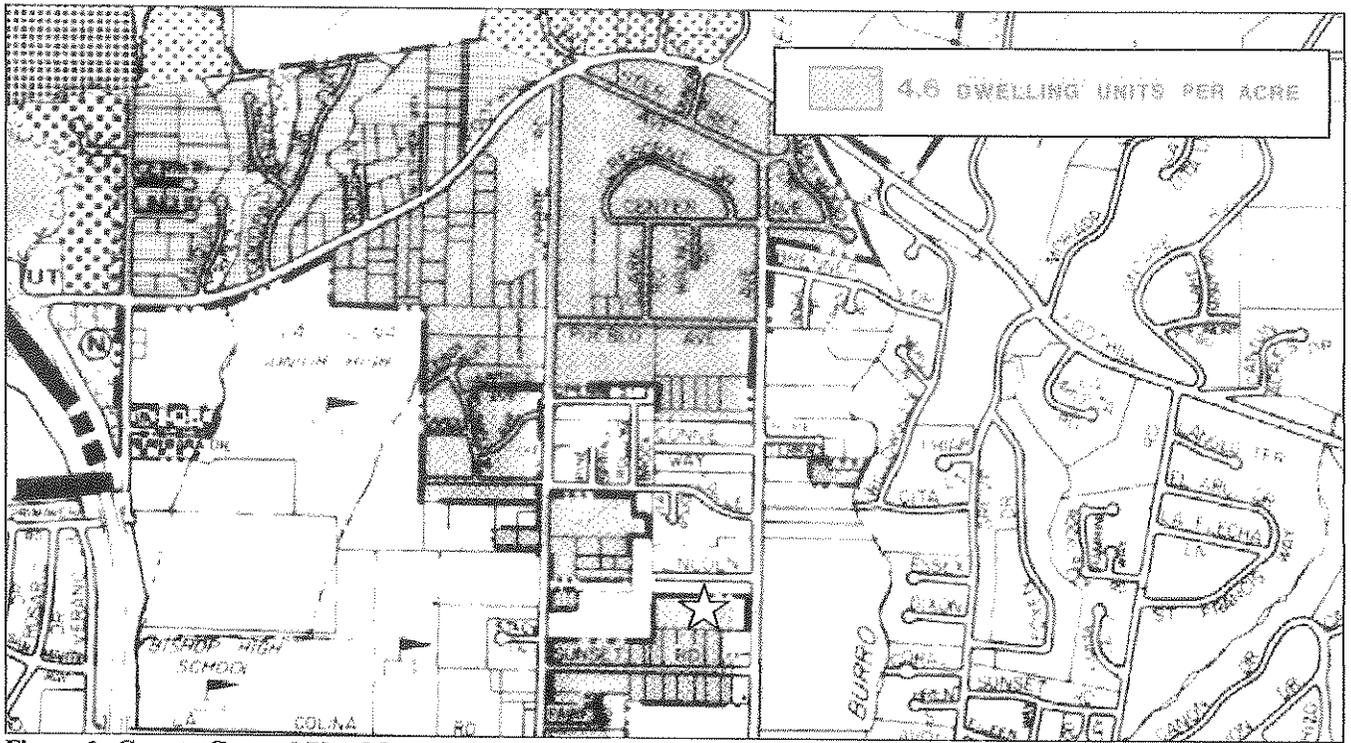


Figure 1: County General Plan Map

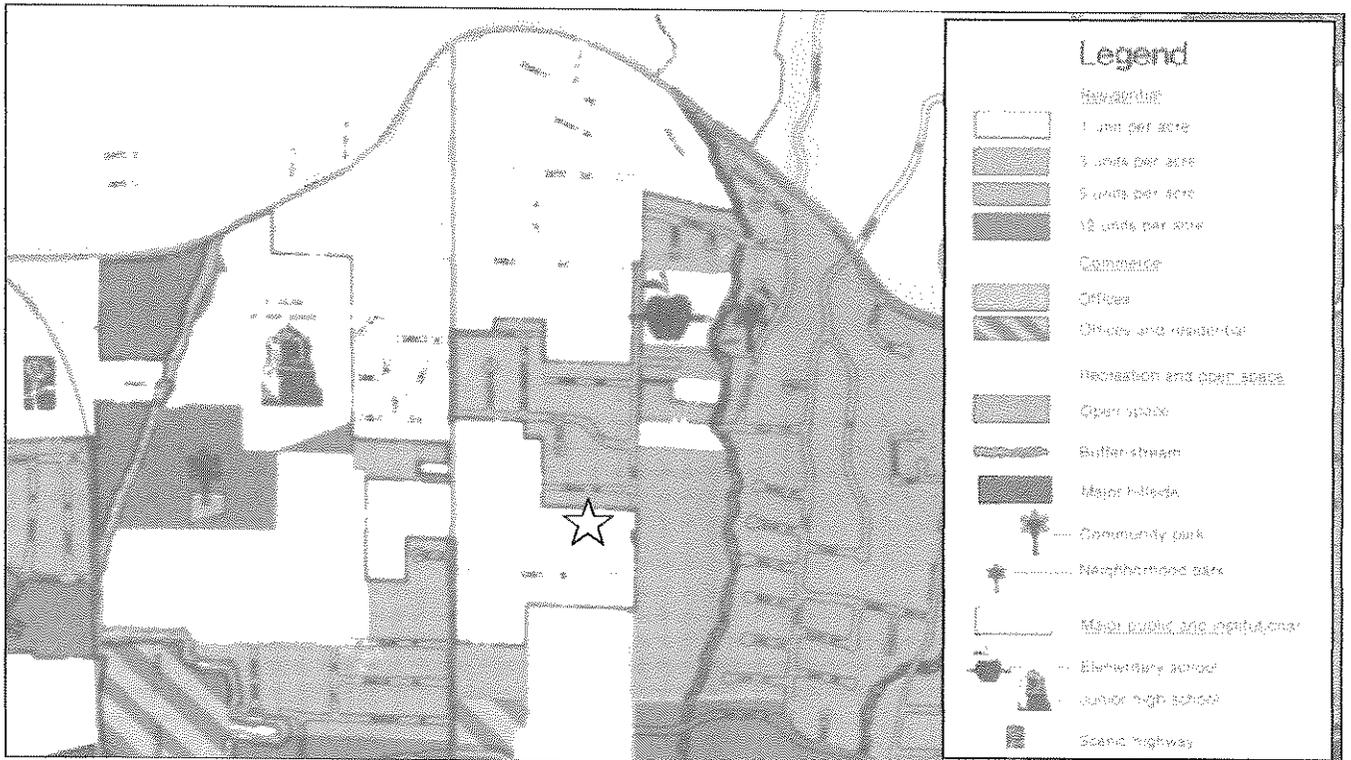


Figure 2: City General Plan Map

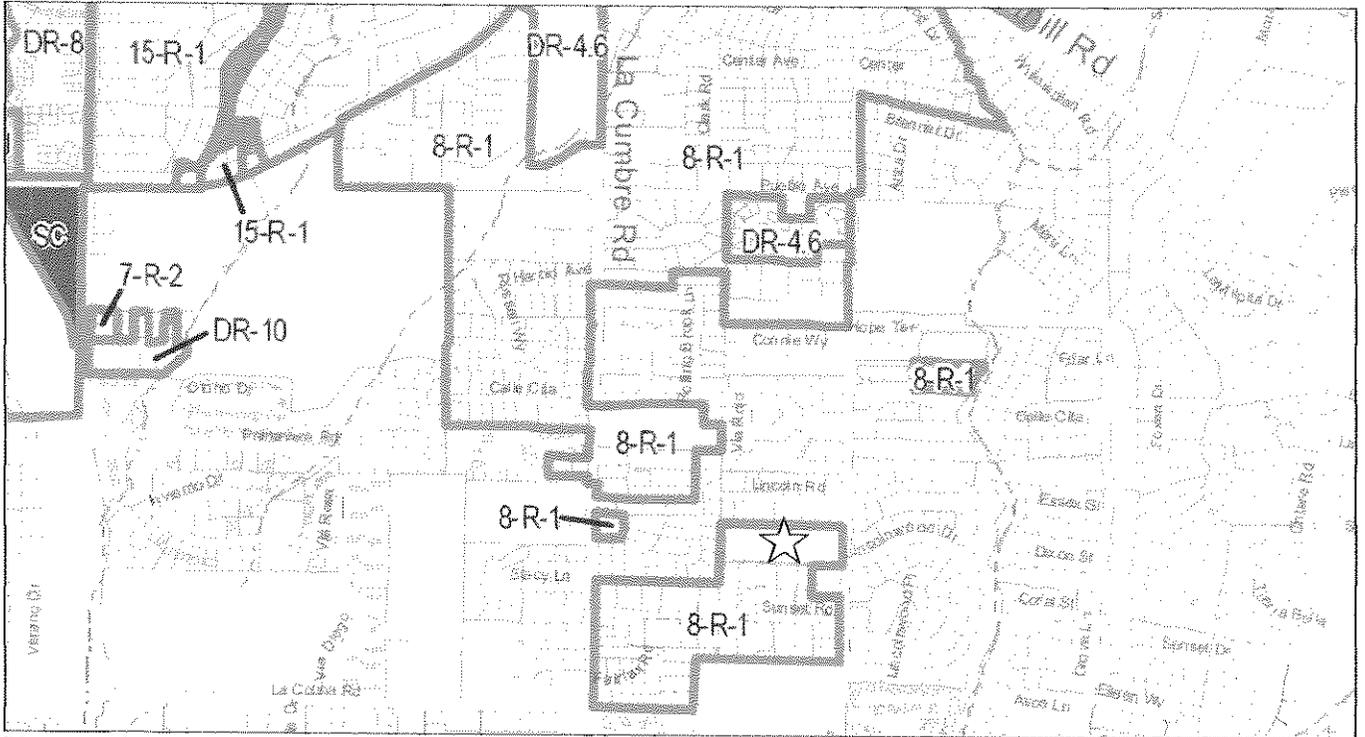


Figure 1: County Zoning

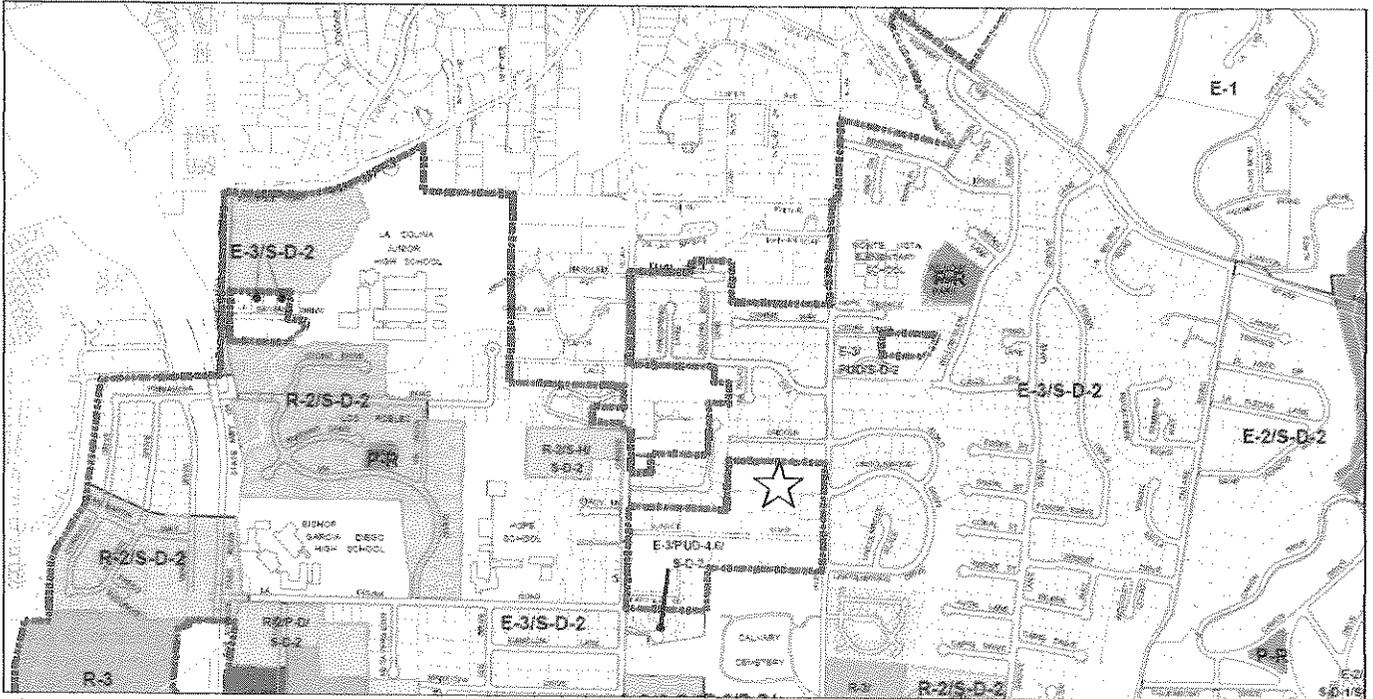
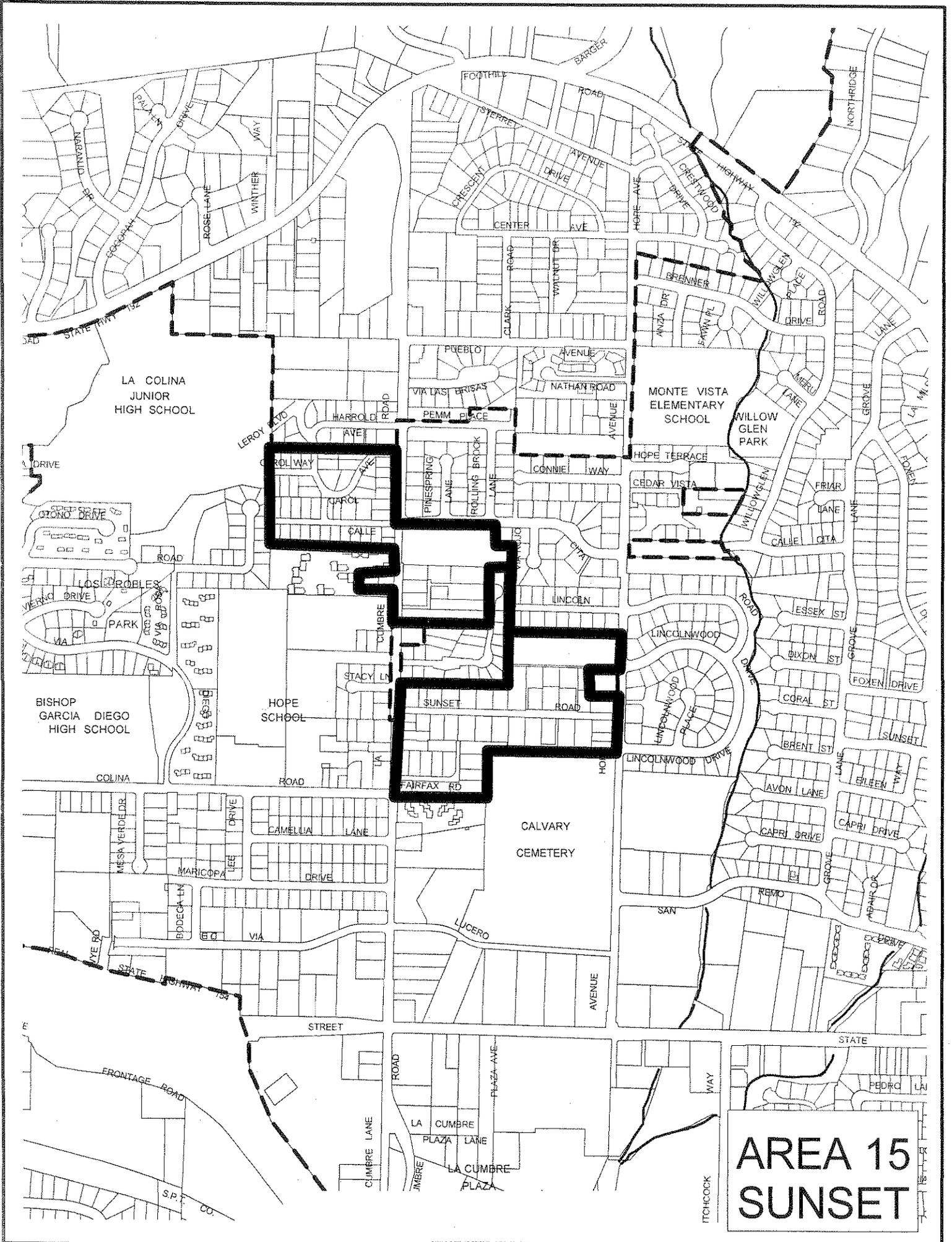


Figure 2: City Zoning



**AREA 15
SUNSET**

EXHIBIT E

SUB- AREA 15 - Sunset

Size: 51 Acres (65.1 Acres in 1981)

Description: The Sunset sub-area is developed with single family residences. The land slopes gently down towards State Street and La Colina Jr. High School. The parcels on Sunset Road were served by a private water company until recently, when water quality no longer met health standards. There are approximately 108 existing residential units in this sub-area.

Surrounding Jurisdictions, Land Uses, Zoning and General Plan Designations

Direction	Juris-diction	Land Use	Zoning	G. P. Designation
North:	City	Single Family Residential	E-3/S-D-2	5 units/acre
South:	City	Single Family Residential	E-3/S-D-2	5 units/acre
East:	City	Single Family Residential	E-3/S-D-2	5 units/acre
West:	City	La Colina Jr. High, SFR	E-3/S-D-2	5 units/acre
Zoning	Zoning Designation	Number of Potential New Units	Type of Unit	
Existing County Zoning	8-R-1	40*	SFR	
Recommended City Zoning	E-3/S-D-2	40	SFR	
General Plan	GP/CP Category	Number of Potential New Units	Type of Unit	
Existing County Comprehensive Plan Designation	Residential: 4.6 units/acre	33	SFR	
Recommended City General Plan Designation	Residential: 5 units/acre	36	SFR	

* A portion of parcel 57-143-01 (corner of La Cumbre Rd and Calle Cita) is occupied by a church. These figures assume the church would remain on approximately 1 acre of the site and the remaining 2 acres would be developed with residential units.

Sub-Area 15 - Sunset

This sub-area is occupied by medium density single family residences. The existing County zoning is 8-R-1 (single family residential, 8,000 s.f. minimum lot size), and the surrounding City zoning is E-3 (single family residential, 7,500 s.f. minimum lot size). The pre-zoning designation of E-3 was chosen because it most closely matched the existing land uses and lot sizes, current County zoning and surrounding City zoning. The pre-General Plan designation of 5 units/acre matches that surrounding City land, and is consistent with the pre-zoning designation. The S-D-2 Outer State Street Overlay applies to all parcels in the north of Highway 101 and west of Las Positas Road.



City of Santa Barbara

Planning Division

PRE-APPLICATION REVIEW TEAM COMMENTS

November 27, 2006

James Dixon
200 E. Laurel Ave.
Lompoc, CA 93436

SUBJECT: 457 NORTH HOPE AVE, MST2006-00564, APN # 057-170-012

PRT MEETING DATE: November 29, 2006, at 11:00 a.m. – 11:45 a.m., 630 Garden Street, Housing & Redevelopment Conference Room, 2nd Floor

Dear Mr. Dixon:

I. INTRODUCTION/PROJECT DESCRIPTION

Staff from various City Departments/Divisions have reviewed your conceptual plans and correspondence for the subject project. This letter will outline our preliminary comments on your proposal. Please review this letter carefully prior to our scheduled meeting date. We will answer your questions at that time. The specificity of our comments varies depending on the amount of information available at this time. In many cases, more issues arise at later steps in the process. However, our intent is to provide applicants with as much feedback and direction as possible at this pre-application step in the process.

The project consists of annexation and subdivision of a 2.9 acre lot located in the County of Santa Barbara. As proposed, the parcel would be divided into 10 lots of approximately 10,000 square feet in size and the project site would be annexed by the City of Santa Barbara. Access would be provided by a new cul-de-sac road from Hope Avenue. The site is currently developed with three dwellings and associated accessory structures, which would be removed as part of the project.

II. COMMENTS AND ISSUES

A. Planning Division

1. Since a Pre-Application has been submitted, you can move forward with the annexation process by submitting a written request. We will submit the request to the Planning Commission for consideration to initiate annexation. The fee for the Initiation Request is the higher amount between the Pre-Application and the Initiation Request; please refer to section VI, Fees. Prior to submitting to the Planning Commission, it is highly recommended that you meet with the Local Agency Formation Commission (LAFCO) staff. This letter will be carbon copied to LAFCO. Additionally, the major issues related to the subdivision, i.e.

road location, subdivision layout, etc should be resolved prior to submittal to the Planning Commission for initiation.

2. Please be advised that the Council has adopted a Tenant Displacement Assistance Ordinance (TDAO) that would assist those tenants who are displaced due to their unit being demolished, eliminated, or lost as a result of a land use change. The ordinance would apply to all discretionary or ministerial permits and would require notice to the tenants 60 days prior to filing an application. For purposes of the proposed TDAO, an application includes any application to ABR, HLC, Staff Hearing Officer or Planning Commission (DART), or Division of Building and Safety for a Building Permit or Demolition Permit. Among the adopted provisions is monetary displacement assistance in the amount of three times the median advertised rental rate or \$4,000, whichever is greater. Special needs households, as defined in the ordinance, would be entitled to greater assistance.

If your project involves the elimination of a rental unit, this ordinance may apply to you unless the demolition, building permit, or final map has been completed before adoption of the ordinance. To keep up with the status of the ordinance or read the Council Reports, please visit the City's website at www.SantaBarbaraCA.gov, click on "Major Planning Efforts" then click on "Tenant Displacement Assistance Ordinance".

3. As stated in the application, all drainage would be directed to Hope Avenue. Given the current topography of the site with the highest elevation in the center of the lot, please provide more information on how you propose to direct the drainage. This could include conceptual grading plans, any agreements that you have with adjacent property owners or other information.
4. The proposed access driveway begins on two lots that are not part of the project. Have you notified these property owners of your intent to use their property for access? Please review additional comments on the driveway design under the Transportation Division comments.
5. We encourage subdivision layout that would preserve the existing mature vegetation to the maximum extent feasible.

B. Engineering Division

1. Staff is required to route a formal memo to all Public Works Managers to determine if the subject parcel can be adequately served by the City Infrastructure, but this memo will not be routed until a formal application is made for Annexation. In general, any project that is in compliance with the General Plan is eligible to apply for annexation, and in this case, water supply will not be a constraint against the application.
2. Recordation of the Annexation Map for the Local Area Formation Commission Office (LAFCO) is required in addition to construction of new City infrastructure (water and sewer mains, street lights, public road etc.).

3. Even though there is an existing sewer main and easement located at the northerly side of the property, a private pump station may be required to pump sewage uphill. The alternative is to construct new City sewer main in the proposed public road which will eventually be owned and maintained by the City, thereby eliminating the need for a private pump station.

C. Transportation Division

1. The proposed location of the new access road as an extension of Lincolnwood Drive is the most appropriate location in regards to neighborhood compatibility, sound transportation planning and neighborhood circulation. However, our main concern is the adjacent driveway located on the western property line. As configured, the new road would parallel this driveway, which would increase the amount of paving, reduce the amount of landscaping and create two side by side curb cuts on Hope Avenue, leading to confusion when accessing the site.
2. Please examine the possibility of incorporating the neighboring driveway into the design of the proposed new public road. This type of design would allow for a generous amount of landscaping between the existing developed properties and the new public road. It would also allow direct pedestrian and vehicular access to a public road for the existing developed properties. Please refer to Section IV D for further discussion on incorporating the driveway into the circulation plan.
3. The additional units developed as part of this project could result in adding traffic to already impacted intersections. Please provide a preliminary Traffic Analysis to determine the project's potential to generate impacts to local intersections. This analysis should include: a trip generation analysis; show trip distribution patterns; and identify potential impacts.
4. When designing the new street, every effort should be made to preserve the existing mature trees to enhance the pedestrian environment. Please see Transportation Planning staff regarding specific roadway designs such as, parking pockets that may be used to retain the trees.

III. APPLICATIONS REQUIRED

The purpose of this review is to assist you with the City's review processing including Planning Commission (PC) application requirements, and to identify significant issues relevant to the project. In order to submit a complete PC application, please respond to the following items (see attached Planning Commission Submittal Packet).

Based on the information submitted, the required applications would be:

A. Planning Division

Prior to submitting the DART Application:

1. Annexation Initiation

Prior to Deeming Application Complete:

2. Annexation

3. General Plan Amendment Chapter 28.07
4. Zone Change with Development Review
5. Tentative Subdivision Map to allow a ten-lot subdivision (SBMC §27.07 and 27.13)

B. Engineering Division

Following Planning Commission:

1. Subdivision Map Application
2. The majority of the agreements are prepared by staff and recorded prior to or concurrently with the Final Map, and prior to issuance of Public Works or Building Permits:
3. Submit an Annexation Map to LAFCO and to the City for a map update with associated fees. Recordation of LAFCO Annexation Map is required before recordation of a Final Map.
4. After the 10-day appeal period following Planning Commission approval, submit a Final Map prepared by a licensed surveyor to the Public Works counter, with the current fee for the map review. A handout is available upon request.
5. City Council approval is required for an Agreement Relating to Subdivision Map Conditions Imposed on Real Property. This agreement is prepared by staff and recorded concurrently with the Parcel/Final Map, prior to issuance of Public Works or Building Permits.
6. An Agreement for Land Development Improvements. This agreement is prepared by staff and recorded concurrently with the Parcel/Final Map, prior to issuance of Public Works or Building Permits.
7. Following approval of the Engineer's Estimate by the Public Works Department, submit. Performance Securities in the amount of 100% of the approved engineer's estimate and labor/materials securities in the amount of 50% of the approved Engineer's Estimate. This amount will be entered into the Agreement for Land Development Improvements.
8. The Agreement Assigning Water Extraction Rights, reaffirms the City's pre-existing Pueblo water rights. This agreement is prepared by staff and recorded concurrently with the Final Map, prior to issuance of Public Works or Building Permits. This agreement does not require Council approval because the City Council has delegated review and approval authority for these agreements to the Public Works Director.
9. **COUNTY NOTICE - THE COUNTY RECORDER WILL NOT RECORD THE PARCEL MAP WITHOUT WRITTEN VERIFICATION OF THE PREPAYMENT OF THE PROPERTY TAX.:** Prior to the recordation of Parcel/Final Map, contact the County Tax Collector's Office, 568-2493 and fill out the County Subdivision application which is used to obtain new APN's from

the County Assessor's office. Obtain prepayment of taxes letter/ statement or memo from the County Tax Collector after pre-paying property taxes, and then submit a copy directly to your assigned Engineering staff person.

Required prior to issuance of permits:

10. New Address Assignment Application

- After the 10 day appeal period following Planning Commission approval, go to the Public Works counter at 630 Garden Street to begin investigation of acquiring new addresses with Mr. David Postada, Engineering Technician III.
- Provide a schematic of water meter layout and proposed addressing. New addresses will be assigned by Public Works and Fire Department staff using this schematic.
- Please note the new water meters must be set up in sequential order correlating to the addresses.

11. Water & Sewer Service Application

- Applicant shall apply for new water service connections and provide hydraulic calculations for all services greater than 5/8-inch.
- Prior to issuance of any permits, Water and Sewer Buy-In fees are due in addition to trenching fees for new sewer laterals. A Buy-In credit will be applied based on the number of existing water meters.

12. Public Improvement Permit Application

- Submit a deposit for pre-review of required C-1 public improvement plans. The balance of the plan check and inspection fees will be calculated following approval of the Engineer's Estimate. All Public Works Construction related fees are due prior to issuance of any permits.

Required prior to Certificate of Occupancy:

13. **PRIVATE CC&R NOTICE:** THIS DOCUMENT IS PREPARED BY THE APPLICANT'S LAND USE ATTORNEY AND REVIEWED AND APPROVED BY THE STATE DEPARTMENT OF REAL ESTATE. (DRE).

- In addition to the subdivision agreement, private agreements or Private CC&R's are required for all commonly shared features including but not limited to shared sewer laterals, driveway maintenance, storm drain system. Include long term plan for handling of Solid Waste and Recycling. Questions regarding solid waste issues can be directed to Karen Guntow, Environmental Services Specialist at 897-2542. See Space Allocation Guide to help with trash / recycling design at http://www.santabarbaraca.gov/Business/Forms/PW/PW_Forms.htm. Proof of recordation of this document is required prior to obtaining Certificate of Occupancy

IV. REQUIRED ADDITIONAL INFORMATION FOR APPLICATION SUBMITTAL

Staff has identified the following additional information as necessary in order to adequately review the proposed development project. Please ensure that your formal application submittal contains at least the following:

A. Planning Division

1. Application Letter – Provide a cover letter describing the project. The information should include, but not limited to, the type of access to the site, number and size of the proposed lots, improvements being proposed (i.e. development of the road access, utilities, etc.), vegetation removal, and easement agreements with adjacent landowners.
2. 10 copies of an Annexation Map prepared by a licensed land surveyor showing the existing and proposed jurisdictional boundaries, the existing use of the property, and the City services nearest the property. A sample is included as Attachment 5. This should include any agencies/districts the property is detaching from.
3. 10 copies of a legal description of the site. A sample is included as Attachment 6. This should include any agencies/districts the property is detaching from.
4. Completed LAFCO questionnaire (hard copy and on disk). Applicant can download questionnaire from LAFCO's website, www.sblafco.org.
5. The application letter should include request for General Plan designation, and proposed zoning upon annexation. If detachment from SB County Fire Protection District or Goleta Water District or any other district will be requested as part of annexation request to LAFCO, this should be specified in the letter.
6. Please review the Tentative Map Requirements (SBMC §27.07.030) handout for the submittal requirements, which is included as an attachment with this letter and also can be found on the City Web site at <http://www.santabarbaraca.gov/Business/Forms/Planning/>.

B. Engineering Division

Prior to Deeming Application Complete:

1. Tentative Subdivision Map - Shall be submitted for review per Subdivision Map Act and SBMC Title 27.
2. Provide a current (within three (3) months) Preliminary Title Report.
3. Provide a conceptual composite utilities plan following the guidelines established within Chapter 16 of the City's General Plan Circulation Element. The plan should document the existing and projected needs for water, sewer, storm drain, electric, gas, and communications (phone, TV, and cable). Submit the estimated total demand on each utility for the proposed project and establish available capacity of each, and/or provide a 'Can and Will Serve' letter or

equivalent from utility companies, providing evidence confirming demand and capacity issues have been reviewed.

C. Fire Department

1. ACCESS: Commercial driveway access shall be a minimum of 20 feet in width to within 150 feet of all exterior walls of the structure. Commercial access requirements also apply to driveways serving greater than three (3) residential units.
2. HYDRANT: A residential type fire hydrant is required for this project. The hydrant must be located within 500 feet of all exterior walls by way of access. It must be provided with one (1) four inch (4") outlet and one (1) two and one half inch (2 ½") outlet and must have a fire flow in excess of 750 gallons per minute. Residential requirements apply to residential structures containing up to nine dwelling units. Please show location of nearest fire hydrant on plans. Include hydrant number, number and size of outlets and latest recorded GPM flow.
3. TURNAROUND: Fire department access roadways in excess of 300' in length shall be provided with a hammerhead or cul-de-sac turnaround in accordance with fire department specifications (see handouts).

D. Transportation Division

1. Please narrow the width of the roadway right of way to 54' in width. Please narrow the paved width to 34' in width. Please show a 5' sidewalk with a 4' parkway adjacent to the curb. In addition, please show the location of the access ramps at the intersection of Lincolnwood Drive with Hope Avenue.
2. Please discuss how the proposed new street alignment will be dedicated by the adjacent parcel to the south. Is the owner of the neighboring parcel a co-applicant for this project?
3. Public Street Improvements: Even though the existing portion of Lincolnwood Drive to the east has a 60' right of way, Transportation Planning supports using the narrowest right of way for this cul-de-sac similar to the 54' wide Lincoln Road right of way. Please reduce the width to the 54' minimum width permitted per SBMC 22.44.080 (4) "A Street right of way not less than fifty-four feet with a paved width of not less than thirty-four feet measured from curb face to curb face". The Pedestrian Master Plan calls for a 4' parkway adjacent to the street and a 5' sidewalk. Access ramps will be required at the Hope Avenue intersection and please contact Public Works Engineering regarding the appropriate curb radius for the intersection.

E. Building & Safety Division

1. Provide a drainage plan for each of the lots for the DART submittal.
 - (a) Clarify if the drainage ditch to the west of the property is able to be used and, if so, where this v-ditch terminates.
 - (b) Each lot must either drain to a city street, the city storm drain system, or be capable of being retained on its own lot.

2. Show how the south-western most lot will connect to the sanitary sewer system. It appears an easement will be required across the lot to its immediate north.

V. ENVIRONMENTAL REVIEW:

Once the formal application has been received and deemed complete, Staff will begin the environmental review of the subject development application. During this time period, you may be contacted to discuss measures to avoid or reduce environmental effects anticipated to result from the proposed project. In order to help determine the level of review the following information will be necessary:

- Phase I Archeological Report

VI. FEES

The following is a list of potential fees for the project. Please be informed that fees are subject to change at a minimum annually.

A. Planning Division

Prior to the DART application being submitted:

Initiation Fee \$30.00

Prior to the application being deemed complete:

Annexation Fee \$6,760.00

Zone change w/Development Review including PUDs \$8,756.00

Environmental Review Negative Declaration \$6,800.00

General Plan Map Amendment \$8,545.00

Preparation of map, mailing list and labels \$135.00

B. Engineering Division

Following Planning Commission approval:

Final map review \$4917.30

Annexation Map, City Map updates etc. \$684.30

Water Buy-In Fee (each new SFR water meter)..... \$2039.00

Sewer Buy-In Fee (each new SFR water meter) \$1418.00

1" service w/ 1 x 5/8" meter \$1824.00

Meter set fee (each meter) \$220.00

Sewer Tap (4")..... \$553.00

Civil Plan Check % of Right of Way Construction Costs

Civil Inspection..... % of Right of way Construction Costs

Securities/Bonding..... 100% of approved Engineer's Estimate

Labor & Materials 50% of approved Engineer's Estimate

All improvement construction in the right of need to be listed on a separate Engineer's Estimate by a licensed civil engineer. Civil plan check and inspection fees will be based on the final approved estimate.

C. Transportation Division

Following Planning Commission approval:

Fee.....\$144.45

D. Building & Safety Division

Following Planning Commission approval:

Fee.....TBD

VII. NEXT STEPS:

1. ABR Concept Review (if any development is proposed with the project)
2. HLC Review for any Archeological Reports
3. Make an appointment with the case planner to submit a request for initiation with the appropriate fee and draft annexation map, along with an updated conceptual subdivision map.
4. Make an appointment with the case planner to submit a Planning Commission application at the Planning & Zoning Counter.
5. Planning Commission application submitted for completeness review.
6. Application reviewed for completeness.
7. Determination of Environmental Review process. This may include the preparation of an Initial Study and a determination as to whether a Mitigated Negative Declaration or an Environmental Impact Report would be required.
8. Planning Commission review.
9. City Council Final on review of pertinent land development documents, Community Priority Designation, easements, abandonments, rezoning, etc.
10. ABR Preliminary and Final Approvals

Please Note: The Planning Commission conducts regular site visits to project sites, generally the Tuesday morning prior to the scheduled hearing date. The Commission has requested that markers be provided on the site for all projects that may have size, bulk and scale, visual impacts or view issues, to provide a basic visual representation of project size and scale. Please be sure to place stakes at the corners of the proposed new buildings/additions and story poles located at the roof ridge line (the highest point of the roof) and the eave. Any large trees to be protected/removed should also be identified.

Also note that you will also be required to post the public notice on the site in accordance to current noticing requirements.

VIII. CONTACTS

The following is a list of the contact personnel for the various City departments and/or divisions working on the processing of your application:

PRE-APPLICATION REVIEW TEAM COMMENTS

457 N. HOPE AVE. (MST2006-00564)

NOVEMBER 27, 2006

PAGE 11 OF 11

Anna Lehr, Project Engineer II

Judith Johnduff, Assistant Transportation Planner

Joe Poire, Fire Inspector III

Nikki Studt, Fire Inspector II

Chris Hansen, Building Inspection/Plan Check Supervisor

Document1

