



# City of Santa Barbara

## Planning Division

### SINGLE FAMILY DESIGN BOARD

### MINUTES

**Monday, September 13, 2010     David Gebhard Public Meeting Room: 630 Garden Street     3:00 P.M.**

**BOARD MEMBERS:**

PAUL ZINK, CHAIR  
 GLEN DEISLER, VICE-CHAIR  
 BERNI BERNSTEIN  
 ERIN CARROLL  
 BRIAN MILLER  
 DENISE WOOLERY  
 JIM ZIMMERMAN

**CITY COUNCIL LIAISON:**     DALE FRANCISCO  
**PLANNING COMMISSION LIAISON:**     MICHAEL JORDAN

**STAFF:**

JAIME LIMÓN, Design Review Supervisor  
 MICHELLE BEDARD, Planning Technician  
 GLORIA SHAFER, Commission Secretary

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

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

**PLEASE BE ADVISED**

- 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.
- 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 Single Family Design Board of Review (SFDB) 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.
- All approvals made by the SFDB are based on compliance with Municipal Code Chapter 22.68 and with adopted SFDB guidelines. Some agenda items have received a mailed notice and are subject to a public hearing.
- The SFDB may grant an approval for any project scheduled on the agenda if sufficient information has been provided and no other discretionary review is required. Substitution of plans is not allowed, if revised plans differing from the submittal sets are brought to the meeting, motions for preliminary or final approval will be contingent upon staff review for code compliance.
- The Board may refer items to the Consent Calendar for Preliminary and Final SFDB approval.
- Conceptual comments are valid for one year. Preliminary SFDB approval is valid for one year from the date of the approval unless a time extension has been granted. Final SFDB approval is valid for two years from the date of final action unless a time extension has been granted or a Building Permit has been issued.
- **APPEALS:** Decisions of the SFDB 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 St. within ten (10) calendar days of the meeting at which the Board took action or rendered its decision.
- **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. If possible, notification at least 48 hours prior to the meeting will enable the City to make reasonable arrangements in most cases.
- **AGENDAS, MINUTES and REPORTS:** Copies of all documents relating to agenda items are available for review at 630 Garden St. and agendas and minutes are posted online at [www.SantaBarbaraCa.gov/sfdb](http://www.SantaBarbaraCa.gov/sfdb). Materials related to an item on this agenda submitted to the SFDB after distribution of the agenda packet are available for public inspection in the Community Development Department located at 630 Garden St., during normal business hours. If you have any questions or wish to review the plans, please contact Michelle Bedard at (805) 564-5470 extension 4551, or by email at [mbedard@santabarbaraca.gov](mailto:mbedard@santabarbaraca.gov). Our office hours are 8:30 a.m. to 4:00 p.m., Monday through Thursday, and every other Friday. Please check our website under City Calendar to verify closure dates.

**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 Staff or Planning Staff to verify requirements for their specific projects.

Unlicensed persons are limited to the preparation of plans for:

- Single or multiple family dwellings not to exceed four (4) units per lot, of wood frame construction, and not more than two stories and basement in height;
- Non-structural changes to storefronts; and,
- Landscaping for single-family dwellings, or projects consisting solely of landscaping of not more than 5,000 square feet.

**NOTICE:**

1. On Wednesday, September 8, 2010, the 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](http://www.SantaBarbaraCa.gov).
2. This regular meeting of the Single Family Design Board will be broadcast live on City TV-18, or on your computer via <http://www.santabarbaraca.gov/Government/Video/> and then clicking City TV-18 Live Broadcast. City TV-18 will also rebroadcast this meeting in its entirety the following Wednesday morning at 8:00 a.m. An archived video copy of this meeting will be viewable on computers with high speed internet access the following Wednesday at [www.santabarbaraca.gov/sfdb](http://www.santabarbaraca.gov/sfdb) and then clicking *Online Meetings*.

**CALL TO ORDER.**

The Full Board meeting was called to order at 3:06 p.m.

**ROLL CALL:**

Members present: Bernstein, Carroll, Deisler, Woolery, Zimmerman (arrived at 3:09), Zink  
Members absent: Deisler, Miller  
Staff present: Bedard, Shafer

**GENERAL BUSINESS:**

- A. Public Comment: No public comment.
- B. Approval of Minutes:  
Motion: Approval of the minutes of the Single Family Design Board meeting of August 30, 2010, as amended.  
Action: Woolery/Carroll, 4/0/0. Motion carried. (Deisler/Miller/Zimmerman absent.)
- C. Consent Calendar:  
Motion: Ratify the Consent Calendar of Tuesday, September 7, 2010. The Consent Calendar was reviewed by Paul Zink with landscaping reviewed by Denise Woolery.  
Action: Woolery/Bernstein, 4/0/0. Motion carried. (Deisler/Miller/Zimmerman absent.)  
Motion: Ratify the Consent Calendar of September 13, 2010. The Consent Calendar was reviewed by Paul Zink with landscaping reviewed by Denise Woolery.  
Action: Woolery/Carroll, 4/0/0. Motion carried. (Deisler/Miller/Zimmerman absent.)
- D. Announcements, requests by applicants for continuances and withdrawals, future agenda items, and appeals.  
No announcements.
- E. Subcommittee Reports:  
None.

**FINAL REVIEW****1. 2010 EMERSON AVE****R-2 Zone**

**(3:10)** Assessor's Parcel Number: 025-401-002  
Application Number: MST2009-00294  
Designer: Mark Morando  
Owner: Bradford and Cathy Simon

(Proposal to address violations in ENF2009-00219 by permitting as-built alterations to the second floor of the existing 1,981 square foot single-family residence. The project includes replacement of the American four square gable dormer with a full front gable with French Doors and roof deck, addition of two side-facing gable dormers totaling 71 square feet, replacement of the widow's walk, replacement of the rear kitchen window and rear door, and removal of paving in the front yard. The project received Staff Hearing Officer approval on 7/28/10 (Resolution No. 039-10) for three modifications: to allow a small portion of the roof of the front gable to increase in height within the interior setback; for the north side dormer to exceed the solar access limit; and for parking within the required fifteen foot front setback. The proposed total of 2,052 square feet on the 8,739 square foot lot in the Mission Area Special Design District is 83% of the maximum floor to lot area ratio.)

**(Preliminary Approval was granted 8/30/2010. Final Approval is requested.)**

Actual time: 3:09

Present: Mark Morando, Designer; Bradford Simon, Owner.

Public comment was opened at 3:13 p.m.

A letter expressing concerns from Paula Westbury was acknowledged.

As no one wished to speak, public comment was closed.

**Motion: Continued two weeks to the Consent Calendar with the following comments:**

- 1) Add scroll work to the 6x6 post at the upper balcony.
- 2) Provide additional details for the sun burst element.
- 3) Study adding a backer board to the braces supporting the gable fascia.
- 4) Study boxing in the overhang at the second floor balcony.
- 5) Provide a color board.
- 6) Specify 1 gallon Green Beauty Boxwood ever green shrubs planted 1 foot on center.

Action: Bernstein/Woolery, 6/0/0. Motion carried. (Deisler, Miller)

**SFDB-CONCEPT REVIEW (CONT.)****2. 1409 LA CIMA RD****R-1 Zone**

**(3:30)** Assessor's Parcel Number: 041-010-025  
 Application Number: MST2010-00241  
 Owner: Chris Brown  
 Architect: On Design Architects

(Proposal for a complete exterior remodel and the addition of 264 square feet on the first floor, a new 710 square foot second-story, and a 499 square foot attached two-car garage for an existing 1,154 square foot one-story single-family residence. The new attached garage would be located in the same place as the existing detached garage that will be demolished, and the second-story is proposed above the garage. The proposed total of 2,627 square feet on the 19,558 square foot lot in the Hillside Design District is 60% of the maximum guideline floor to lot area ratio.)

**(Second concept review. Comments only; project requires Environmental Assessment.)**

Actual time: 3:29

Present: Justin Van Mullem, On Design Architects.

Public comment was opened at 3:37 p.m.

Margi Mainquist, neighbor: concerned with roofline height, parking, and construction issues. A letter in opposition from Paula Westbury was acknowledged.

Public comment was closed at 3:39 p.m.

Ms. Bedard provided staff comments and responded to questions.

**Motion: Continued indefinitely to the full board with the following comments:**

- 1) Review the turret design with the owner and present a specific design.
- 2) Show stepping stones to the trash area.
- 3) Resolve the front walkway. Elevations are to match the site plan.
- 4) Show the existing hardscape for the patio off the living room to the south.
- 5) Show the existing fence along southwest property line. Note whether the existing fence is to remain, to be repaired or to be replaced.
- 6) Address Oak tree concerns and soils report with staff prior to returning.
- 7) Staff to provide conditions of approval for construction protecting the existing private road to south.

Action: Carroll/Woolery, 4/0/0. Motion carried. (Bernstein stepped down. Deisler/Miller absent.)

**CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING****3. 1253 DOVER LN****E-1 Zone**

**(4:00)** Assessor's Parcel Number: 019-220-024  
Application Number: MST2010-00253  
Owner: Mason Family Trust  
Designer: Tim Mason

(Proposal for a 373 square foot first-floor addition and a 637 square foot second-floor addition; and demolition of 85 square feet on the first floor, to an existing one-story, 1,218 square foot single-family residence with a detached 498 square foot two-car garage in the Hillside Design District. The proposal will result in a 2,143 square foot residence with an attached 498 square foot two-car garage. The proposed total of 2,641 square feet is 77% of the maximum floor to lot area ratio.)

**(Comments only; project requires Environmental Assessment.)**

Actual time: 3:54

Present: Tim Mason, Designer/Owner.

Ms. Bedard asked the Board to review the apparent height and actual height of the proposed structure for conformance with the Residential Design Guidelines and the Zoning Ordinance.

Public comment was opened at 4:03p.m.

A letter in opposition from Paula Westbury was acknowledged.

As no one wished to speak, public comment was closed.

**Motion: Continued indefinitely to the Full Board with the following comments:**

- 1) Study reducing the overall size, bulk, and scale.
- 2) Study reducing the first and second floor roof lines. Consider a hip roof at the first and second story and extend the rafter tails to expose the hip roof at the balconies.
- 3) Study the entrance to be more pedestrian and street friendly.
- 4) Study additional materials at the proposed first and second story for added detail.
- 5) Provide a landscape plan that softens the overall design.

Action: Bernstein/Woolery, 5/0/0. Motion carried. (Deisler/Miller absent.)

**ADJOURNMENT**

The Full Board meeting was adjourned at 4:22 p.m.

**CONSENT CALENDAR (11:00)****REFERRED BY FULL BOARD****A. 819 ROBERTO AVE****E-1 Zone**

Assessor's Parcel Number: 035-083-009  
Application Number: MST2010-00102  
Contractor: James Seal  
Owner: Ryan W. Muzzy  
Applicant: Ryan and Sarah Muzzy  
Designer: Christine Daniel

(Proposal for a new 1,160 square foot second-story and a 189 square foot addition to the first floor of the existing 1,311 square foot one-story single-family residence and attached 421 square foot two-car garage. The project includes a 100 square foot covered second-floor balcony at the front, 485 square feet of covered patios at the first floor, replacement of existing doors and windows, and reroofing the existing garage. The proposed total of 3,081 square feet on the 9,037 square foot lot in the Hillside Design District is 90% of the maximum floor to lot area ratio.)

**(Preliminary Approval was granted on 7/19/2010. Final Approval is requested.)**

Public comment: A letter in opposition from Paula Westbury was acknowledged.

Final Approval as submitted.

**REFERRED BY FULL BOARD****B. 1335 MISSION RIDGE RD****E-1 Zone**

Assessor's Parcel Number: 019-210-005  
Application Number: MST2010-00080  
Owner: Dario L. Pini  
Architect: Bryan Murphy

(Proposal to address violations listed in ENF2010-00080 and permit the "as-built" maximum 8 foot high retaining walls and construct a 470 square foot terrace, stairs, trellis, fountain and 115 cubic yards of grading. The project is located in the rear yard of a 5,318 square foot three-story single-family residence on a 17,043 net square foot lot in the Hillside Design District.)

**(Preliminary Approval is requested.)**

Public comment: A letter in opposition from Paula Westbury was acknowledged.

Final Approval as submitted.

Items on Consent Calendar were reviewed by Paul Zink with landscaping reviewed by Denise Woolery.  
Staff present: Michelle Bedard, Planning Technician II.