



# City of Santa Barbara

## Planning Division

### SINGLE FAMILY DESIGN BOARD AGENDA

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

Monday, May 23, 2011

David Gebhard Public Meeting Room: 630 Garden Street

3:00 P.M.

**BOARD MEMBERS:**

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

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

**STAFF:** JAIME LIMÓN, Design Review Supervisor  
MICHELLE BEDARD, Planning Technician  
KATHLEEN GOO, Commission Secretary

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

SINGLE FAMILY DESIGN BOARD OF REVIEW SUBMITTAL CHECKLIST (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 plans</u> 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>PROJECT DESIGN APPROVAL</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 Project Design 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 22.69 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 Project Design Approval or Final Approval will be contingent upon staff review for code compliance.
- The Board may refer items to the Consent Calendar for Project Design Approval and Final SFDB approval.
- Concept review comments are generally valid for one year. Per SBMC 22.68.110, 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.
- **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, extension 3308. 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 Thursday, May 19, 2011, 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](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*.

**GENERAL BUSINESS:**

## A. Public Comment:

Any member of the public may address the Single Family Design Board for up to two minutes on any subject within their jurisdiction that is not scheduled for a public discussion before the Board on that day. 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 Single Family Design Board meeting of **May 9, 2011**.
- C. Consent Calendar: **May 16, 2011**; and **May 23, 2011**.
- D. Announcements, requests by applicants for continuances and withdrawals, future agenda items, and appeals.
- E. Subcommittee Reports.

**DISCUSSION ITEM:****(3:10)**

(15 MIN)

**AMENDMENTS TO SFDB DRAFT GENERAL DESIGN GUIDELINES AND MEETING PROCEDURES REGARDING ROOT BARRIERS AND REFERRAL OF ITEMS FROM CONSENT CALENDAR TO FULL BOARD.**

City Staff Presenter: Heather Baker, AICP, Project Planner; and Jaime Limon, Senior Planner.

**PROJECT DESIGN REVIEW****1. 1205 DEL MAR AVE****E-3/SD-3 Zone**

**(3:25)** Assessor's Parcel Number: 045-213-006  
Application Number: MST2011-00132  
Owner: James Iannarilli  
Architect: James Zimmerman

(Proposal for a complete façade and interior remodel, 333 square feet of one-story additions, and a 337 square foot two-story addition to an existing 1,677 square foot, one-story, single-family residence. The proposal includes the demolition of the existing 252 square foot one-car garage and construction of a new 273 square foot one-car garage in a new location, and a 177 square foot second story deck. The proposed total of 2,368 square feet, on a 6,355 square foot lot in the Non-Appealable Jurisdiction of the Coastal Zone, is 85% of the maximum floor-to-lot area ratio.)

**(Project Design Approval is requested.)**

**CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING****2. 524 E MICHELTORENA ST****R-2 Zone**

**(3:50)** Assessor's Parcel Number: 029-031-006  
Application Number: MST2011-00177  
Owner: Robert Blackburn  
Applicant: Robert Blackburn

(Proposal to construct a 507 square foot second floor addition and interior remodel to an existing 1,053 square foot one-story single-family residence, with a detached 221 square foot one-car garage, located on a 5,193 square foot lot in the Lower Riviera Special Design District. The proposal includes a new 48 square foot second story balcony. The proposed total of 1,782 square feet is 72% of the guideline floor-to-lot area ratio.)

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

**CONSENT CALENDAR – SEE SEPARATE AGENDA**