



City of Santa Barbara

Planning Division

SINGLE FAMILY DESIGN BOARD MINUTES

Monday, July 18, 2011

David Gebhard Public Meeting Room: 630 Garden Street

3:00 P.M.

BOARD MEMBERS:

GLEN DEISLER, CHAIR - PRESENT
 DENISE WOOLERY, VICE- CHAIR - PRESENT
 BERNI BERNSTEIN - PRESENT
 BRIAN MILLER - PRESENT
 JIM ZIMMERMAN - PRESENT
 FRED SWEENEY - PRESENT

CITY COUNCIL LIAISON: DALE FRANCISCO - ABSENT

PLANNING COMMISSION LIAISON: MICHAEL JORDAN - ABSENT

STAFF:

JAIME LIMÓN, Design Review Supervisor - ABSENT
 MICHELLE BEDARD, Planning Technician - PRESENT
 KATHLEEN GOO, Commission Secretary - PRESENT

Website: www.SantaBarbaraCa.gov

SINGLE FAMILY DESIGN BOARD SUBMITTAL CHECKLIST (See ABR Guidelines & Design Review Submittal Requirements for Details)		
CONCEPT REVIEW	Required	<p><u>Master Application & 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 & 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 <u>at the time of submittal & each time plans are revised.</u></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 & 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.</p> <p><u>Exterior elevations</u> - showing existing & proposed grading where applicable.</p>
	Suggested	<p><u>Site Sections</u> - showing the relationship of the proposed building & 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 & thorough information is recommended to facilitate an efficient review of the project.</p>
PROJECT DESIGN APPROVAL	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 & grading where applicable.</p> <p><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.</p>
	Suggested	<p><u>Color & Material Samples</u> - to be mounted on a board no larger than 8.5" x 14" & 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 & must be complete & accurate.</p>
FINAL & CONSENT	Required	<p>Same as above with the following additions:</p> <p><u>Color & 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 & irrigation plan.</p> <p><u>Consultant/Engineer Plans</u> - electrical, mechanical, structural, & 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. , Present
- 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 (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.
- Conceptual comments are valid for one year. Project Design 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.
- 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. 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. 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. That on Thursday, July 14, 2011, 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/sfdb.
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 and then clicking *Online Meetings*.

CALL TO ORDER.

The Full Board meeting was called to order at 3:00 p.m. by Chair Deisler.

ATTENDANCE:

Members present: Bernstein, Deisler, Miller, Woolery, Zimmerman, and Sweeney.

Members absent: None.

Staff present: Bedard and Goo.

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.)

No public comment.

B. Approval of the minutes of the Single Family Design Board meeting of **July 5, 2011.**

Motion: Approval of the minutes of the Single Family Design Board meeting of **July 5, 2011**, as amended.

Action: Bernstein/Miller, 4/0/2. Motion carried. (Sweeney/Zimmerman abstained).

C. Consent Calendar.

Motion: Ratify the Consent Calendar for **July 11, 2011**. The Consent Calendar was reviewed by **Brian Miller** and **Denise Woolery**.

Action: Woolery/Sweeney, 5/0/1. Motion carried. [Deisler abstained (from Item C)].

Motion: To amend the action for Consent Item E, 2521 Medcliff Road, from the July 18, 2011 Consent agenda, as such: "Continued indefinitely to Staff Hearing Office, and return to Full Board, subsequent to the Staff Hearing Officer review." (instead of *Consent*).

Action: Bernstein/Deisler, 6/0/0. Motion carried unanimously.

Motion: Ratify the Consent Calendar for **July 18, 2011, as amended**. The Consent Calendar was reviewed by **Brian Miller** and **Denise Woolery**.

Action: Woolery/Zimmerman, 5/0/1. Motion carried. [Deisler abstained (from Item A)].

D. Announcements, requests by applicants for continuances and withdrawals, future agenda items, and appeals.

Ms. Bedard announced a correction to the previously mailed notice for a proposed project at 2324 Santa Barbara Street, which will be reviewed at the August 1, 2011 meeting at the applicant's request instead of at today's meeting.

E. Subcommittee Reports: None.

CONCEPT REVIEW - NEW ITEM

1. 1724 MIRA VISTA AVE

E-1 Zone

Assessor's Parcel Number: 019-090-039
Application Number: MST2011-00271
Owner: Todd and Susan Black
Applicant: Elizabeth Conklin

(Proposal for a complete façade and interior remodel and an 83 square foot addition to an existing one-story, 2,344 square foot, single-family residence. The proposal includes the installation of a new roof-mounted photovoltaic solar panel system, a new swimming pool and pool related equipment. The existing house is built over two existing parcels, which total 38,029 square feet and project approval is contingent on the approval of a voluntary lot merger prior to issuance of a building permit. The proposed total of 2,427 square feet, on the combined parcel total of 38,029 square feet, is 50% of the maximum guideline floor-to-lot area ratio. The project will address violations listed in ZIR2011-00017.)

(Action may be taken if sufficient information is provided. Compliance with the Tier 3 Storm Water Management Program (SWMP) is required prior to granting Final Approval.)

(3:23)

Present: Elizabeth Conklin, Applicant.

Public comment opened at 3:35 p.m. As no one wished to speak, public comment was closed.

The Board inquired about the existing site violations and abatement status listed in the Zoning Information Report (ZIR2011-00017).

Motion: Project Design Approval with the finding that the Neighborhood Preservation Ordinance criteria have been met as stated in Subsection 22.69.050 of the City of Santa Barbara Municipal Code and continued indefinitely to the Full Board with comments:

- 1) The Board had positive comments regarding the project's mass, size, and bulk, consistency and appearance, quality of architecture and materials, safety, compatibility with the neighborhood, good neighbor guidelines, and details.
- 2) Provide a landscape plan, including hardscape/softscape, and security pool fencing/gate.
- 3) Study the fencing for the use of more natural colors and materials.
- 4) Provide compliance with the Tier 3 Storm Water Management Program (SWMP) requirements.

Action: Woolery/Zimmerman, 5/1/0. Motion carried. (Miller opposed).

The ten-day appeal period was announced.

CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING**2. 1507 ALAMEDA PADRE SERRA****E-1 Zone**

Assessor's Parcel Number: 029-060-030

Application Number: MST2011-00266

Owner: Fleming Family Trust

Designer: Jason Carter Design & Drafting

(Proposal to construct a new 298 square foot second floor addition to an existing three-level, 2,284 square foot single-family residence and detached 511 square foot two-car garage. The proposed total of 3,093 square feet, located on a 20,038 square foot lot in the Hillside Design District, is 66% of the floor-to-lot area ratio.)

(Action may be taken if sufficient information is provided. Compliance with the Tier 2 Storm Water Management Program (SWMP) is required prior to granting Final Approval.)

(3:56)

Present: Jason Carter, Designer; and Reece Fleming, Owner.

Public comment opened at 4:06 p.m. As no one wished to speak, public comment was closed.

Motion: Project Design Approval and Final Approval with the finding that the Neighborhood Preservation Ordinance criteria have been met as stated in Subsection 22.69.050 of the City of Santa Barbara Municipal with the comments:

- 1) The Board had positive comments regarding the project's style, consistency and appearance, neighborhood compatibility, quality of architecture and materials, safety, good neighbor guidelines, and public views.
- 2) The Board recommends a single window be located at the north elevation of the property, as discussed.
- 3) Provide an Arborist Report to ensure proper trimming of the existing oak trees.
- 4) Document on plans the Tier 2 Storm Water Management Program (SWMP) compliance with the replacement of the existing driveway with permeable paving material, and the incorporation of French drains.

Action: Miller/Woolery, 6/0/0. Motion carried unanimously.

The ten-day appeal period was announced.

CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING**3. 103 ONTARE HILLS LN****A-1 Zone**

Assessor's Parcel Number: 055-160-061
Application Number: MST2011-00261
Owner: JWM Revocable Trust
Architect: Bill Wolf

(Proposal to construct a new one-story 3,036 square foot single-family residence and a 722 square foot detached three-car garage on a 42,123 square foot vacant lot located in the Hillside Design District. The proposed total of 3,759 square feet is 76% of the guideline floor-to-lot area ratio. A total of 1,097 cubic yards of grading is proposed, which includes 232 cubic yards of cut and 99 cubic yards of fill under the building footprint and 463 cubic yards of cut and 303 cubic yards of fill on the site. Two trees are proposed to be removed. This parcel was created as a result of a nine-lot subdivision which was approved by the Planning Commission on April 28, 2005. Project requires compliance with Planning Commission Resolution No. 032-05.)

(Comments only; project requires Environmental Assessment and compliance with Planning Commission Resolution No. 032-05.)

(4:15)

Present: Bill Wolf, Architect; and Jack Maxwell, Owner.

Public comment opened at 4:23 p.m. As no one wished to speak, public comment was closed.

Mr. Wolf stated that the owner spoke to the neighbors to comply with good neighbor policy.

Motion: Continued indefinitely to the Full Board with comments:

- 1) Provide a landscaping plan, and site walls and entry gate details; specify whether a swimming pool will be proposed as part of the project and include location and details on the plans.
- 2) Provide verification that the project's style is compatible with the adjacent historical adobe structure.
- 3) Provide driveway material details.
- 4) Provide roof details and study for future potential solar photovoltaic panels system.
- 5) Provide compliance with the Tier 3 Storm Water Management Program (SWMP) requirements.

Action: Bernstein/Sweeney, 6/0/0. Motion carried.

CONCEPT REVIEW - NEW ITEM: PUBLIC HEARING**4. 3134 LUCINDA LN****E-3 Zone**

Assessor's Parcel Number: 055-192-007
Application Number: MST2011-00257
Owner: Jacobs-Allen Trust
Applicant: Bryan Pollard

(Proposal to construct 961 square feet of residential additions to an existing two-story 1,460 square foot single-family residence. The proposed addition includes the conversion of the existing 636 square foot garage to habitable area, construction of a new 400 square foot two-car garage and a new 325 square foot second-story addition above. A new 107 square foot second floor deck is proposed above the new garage. A total of 29 cubic yards of grading is proposed. The proposal will result in a 2,821 square foot single-family residence, located on a 6,891 square foot lot, and is 97% of the maximum floor-to-lot area ratio.)

(Action may be taken if sufficient information is provided. Compliance with the Tier 2 Storm Water Management Program (SWMP) is required prior to granting Final Approval.)

(4:48)

Present: Bryan Pollard, Architect.

Public comment opened at 5:01 p.m. As no one wished to speak, public comment was closed.

The Applicant provided staff with a copy of a signed petition of 10 neighborhood supporters of the proposed project from along Lucinda Lane.

Motion: Continued indefinitely to Full Board with comments:

- 1) A majority of the Board found the mass, bulk, scale, and FAR acceptable.
- 2) Study the garage doors, upper deck, guest bedroom, and the shed roof to better integrate these elements into the project's whole design.
- 3) Provide more detailed information on the roof design, i.e. sections, perspective sketches; Study the garage door to consider one garage door rather than two individual doors.
- 4) Study and provide alternatives to the front upper level deck, in size and configuration, and the relation to the front entry (provide sections).
- 5) Provide compliance with the Tier 2 Storm Water Management Program (SWMP) requirements.

Action: Woolery/Bernstein, 6/0/0. Motion carried.

**** MEETING ADJOURNED AT 5:26 P.M. ****

CONSENT CALENDAR:**REVIEW AFTER FINAL****A. 1035 CIMA LINDA LN A-2 Zone**

Assessor's Parcel Number: 015-202-004
Application Number: MST2010-00142
Owner: Peter Sadowski
Architect: Harrison Design Associates, Inc.

(Proposal to construct a retaining wall ranging from 4 feet 4 inches to 7 feet in height and 140 feet long at the north side of the property. The project will replace a wall that was removed without a permit and includes approximately 100 cubic yards of grading. The proposal will address violations of ZIR2010-00055 and ENF2007-00709.)

(Review After Final for alterations to change the 42-inch sandstone wall to a cmu stucco wall with heights varying 3-feet to 5-feet.)

Approved as submitted of the Review After Final.

REVIEW AFTER FINAL**B. 722 CALLE ALELLA E-1 Zone**

Assessor's Parcel Number: 041-381-003
Application Number: MST2009-00366
Owner: Arthur Honegger
Designer: Eric Swenumson

(Proposal to add two new second-floor balconies totaling 407 square feet, replace all windows and doors in same size openings, replace garage door, replace two windows with doors at the new rear balcony, and replace one window with door at the new front balcony. The existing 1,872 square foot two-story single-family residence and attached 420 square foot garage are located on a 10,603 square foot lot in the Hillside Design District.)

(Review After Final for a proposed retaining wall with heights varying between 2 to 6 feet.)

Approved as submitted of the Review After Final.

REVIEW AFTER FINAL**C. 1436 MANITOU RD E-1 Zone**

Assessor's Parcel Number: 049-222-001
Application Number: MST2011-00126
Architect: Lori Kari
Owner: Yukari Okamoto

(Proposal to construct a 294 square foot second-floor addition and a 42 square foot first-floor addition to an existing 1,570 square foot one-story single-family residence with an attached 478 square foot two-car garage. The proposed total of 2,384 square feet, on a 10,875 square foot lot in the Hillside Design District, is 62% of the maximum floor-to-lot area ratio. The proposal will address the violations listed under ZIR2010-00515.)

(Review After Final to change the window styles on the north, west, and east elevations to windows without the divided lights, and replace two window styles to double-hung windows on the north elevation.)

Approved as submitted of the Review After Final.

PROJECT DESIGN AND FINAL REVIEW**D. 1547 SHORELINE DR****E-3/SD-3 Zone**

Assessor's Parcel Number: 045-173-041
Application Number: MST2009-00234
Owner: DC Duncan Susan Duncan Trustees
Applicant: Mark Sauter
Applicant: Dan Morlan
Agent: Mark Morando
Landscape Architect: Arcadia Studio

(Proposal to remove a portion of an existing patio that has been undermined by erosion on the coastal bluff on a 20,300 square foot lot located in the Appealable Jurisdiction of the Coastal Zone and developed with an existing 4,835 square foot single-family residence. The proposal includes the "as-built" removal of one eucalyptus tree from the coastal bluff area and a proposed new site landscape plan. The project requires Planning Commission review for a Coastal Development Permit. The project will address the violations listed in ENF2008-00430 and ENF2010-00829.)

(Project requires compliance with Planning Commission Resolution No. 013-11. Project Design Approval and Final Approval is requested.)

Michael Baugus, neighbor, expressed concern with the location and placement of the proper tree species with regard to the blocking of his private views.

Continued one week to Consent with the comment for the applicant to consider eliminating the "canary date" palm tree and/or provide a small flowering canopy tree replacement.

NEW ITEM**E. 2521 MEDCLIFF RD****E-3/SD-3 Zone**

Assessor's Parcel Number: 041-330-034
Application Number: MST2011-00208
Owner: Thomas Caesar Family Trust
Designer: Marcia Vail

(Proposal to permit the "as-built" replacement of an existing 74 linear foot six-foot tall wood fence located within required front setback and the right-of-way along La Jolla Circle, and to relocate an "as-built" 64 linear foot 3.5-foot tall wood fence located in the right-of-way along Medcliff Road. The parcel is currently developed with an existing one-story single-family residence. The improvements will address the enforcement issues identified in ENF2011-00086. The project requires Staff Hearing Officer review for a requested zoning modification to allow a portion of the existing "as-built" fence to exceed 3.5 feet in height within the required setback. This proposal also requires an encroachment permit from the Public Works Department to allow the construction of the fences to be located within the public right-of-way.)

(Comments only; project requires Environmental Assessment and Staff Hearing Officer review for a requested zoning modification.)

David Vanhoy, neighbor, expressed concerns regarding the proposed trees, their quantities, and location with regard to protecting his private views.

Emails and Letters expressing concerns from Susan Belloni, and Patricia and Anthony Craddock were acknowledged.

Continued indefinitely to Staff Hearing Officer (SHO) and return to Full Board with comments:

- 1) The Board would prefer the location of the proposed fence be located on the property line, and not in the public right-of-way.
- 2) The proposed height (maximum 6-feet) and materials are acceptable.
- 3) All flood lights are to be removed and replaced with the standard light fixtures with minimal wattage and use of opaque glass to comply with the Outdoor Lighting Design Guidelines.

NEW ITEM**F. 1667 LAS CANOAS RD****A-1 Zone**

Assessor's Parcel Number: 021-071-010
Application Number: MST2011-00277
Architect: Thompson Naylor Architects
Owner: Jeffrey Howard Frank Trust

(Proposal to construct a new one-story 2,755 square foot single-family residence and an attached 420 square foot two-car garage located in the Hillside Design District. The previous house and garage were destroyed in the Jesusita Fire. The proposal includes the demolition of the existing pool and pool deck and a portion of the existing driveway. A total of 274 cubic yards of grading is proposed, which includes 178 cubic yards of cut & fill under the building footprint and 96 cubic yards of fill elsewhere on site. The proposed total of 3,175 square feet, located on a 1.3 acre lot, is 62% of the guideline floor-to-lot area ratio.)

(Comments only; project requires Environmental Assessment and Geo/Soils report prior to issuance of a Building Permit.)

Project Design Approval with the finding that the Neighborhood Preservation Ordinance criteria have been met as stated in Subsection 22.69.050 of the City of Santa Barbara Municipal Code and continued indefinitely to Consent with the comment that the Board looks forward to seeing a solution for the roof material.

NEW ITEM**G. 1312 N SALSIPUEDES ST****R-2 Zone**

Assessor's Parcel Number: 029-092-011
Application Number: MST2010-00383
Owner: Ian M. Jones

(Proposal to construct a 312 square foot one-story addition to an existing 888 square foot one-story single family residence and a 180 square foot detached one-car garage located on a 4,850 square foot lot in the Lower Riviera Special Design District. The proposed total of 1,380 square feet is 58% of the maximum guideline floor-to-lot area ratio.)

(Comments only; project requires Environmental Assessment.)

Continued indefinitely to Consent with positive comments:

- 1) The Board finds the proposed addition to be a compatible design solution to the existing residence, and ready for Project Design Approval, pending submittal and approval of the Environmental Report.

Items on Consent Calendar were reviewed by **Brian Miller** and **Denise Woolery**.