



**BOARD OF SUPERVISORS  
AGENDA LETTER**

**Agenda Number:**

**Clerk of the Board of Supervisors**  
105 E. Anapamu Street, Suite 407  
Santa Barbara, CA 93101  
(805) 568-2240

**Submitted on:**  
(COB Stamp)

**Department Name:** Board of Supervisors  
**Department No.:**  
**For Agenda Of:** November 20, 2007  
**Placement:** Administrative  
**Estimate Time:**  
**Continued Item:** NO  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Director: John Baker, Director of Planning and Development  
Contact Info: John McInnes, Director, Long Range Planning  
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Derek Johnson, Deputy Director, Long Range Planning  
805-568-2072

**SUBJECT: Summerland Planning Advisory Committee ("SunPAC")**

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**County Counsel Concurrence:**

As to form/legality:  Yes  No  N/A

**Auditor-Controller Concurrence:**

As to form:  Yes  No  N/A

**Recommended Action(s):**

That the Board of Supervisors:

1. Create the Summerland Planning Advisory Committee ("SunPAC") by adopting a resolution (Exhibit 1) approving the formation of the SunPAC.
2. Establish the mission of the SunPAC to advise the Planning Commission and the Board of Supervisors on preparation of Commercial Design Guidelines, an update of the Board of Architectural Review (BAR) Guidelines for Summerland and a focused update of the Traffic, Circulation and Parking Chapter of the Summerland Community Plan.

**Summary:**

This item is on the agenda for the Board of Supervisors consideration pursuant to procedures outlined in Section V, Appointment Process and Membership Term, in the Board adopted General Plan Advisory Committee Guidelines of April 9, 1991.

The formation of a General Plan Advisory Committee ("GPAC") can be accomplished by approving the recommended actions creating the GPAC, appointing its members and identifying its mission. The Summerland Planning Advisory Committee is intended to operate as a GPAC and will be governed by the general provisions of the Board adopted GPAC Guidelines dated April 9, 1991 (see Exhibit 1 and Attachments).

**Background:**

The County Board of Supervisors adopted the Planning and Development’s Office of Long Range Planning Division Work Program which included the development of Summerland Commercial Design Guidelines, an update of the BAR Guidelines for Summerland and a focused update of the Traffic, Circulation and Parking Chapter of the Summerland Community Plan. The proposed design guidelines and updates will address architectural design, quality and compatibility of future infill and redevelopment in the Summerland commercial corridor; the design, quality and compatibility of new residential construction and additions; the need to address traffic parking and circulation issues within the community while enhancing the new streetscape improvements on Lillie Avenue.

The Summerland Planning Advisory Committee will collaborate with the community to assist with the items:

- Phase I - Development of Commercial Design Guidelines for Summerland
  - Estimated timeframe November 2007 through May 2008
- Phase II - Update of the BAR Guidelines for Summerland
  - Estimated timeframe May 2008 through September 2008
- Phase III - Update of the Traffic Circulation and Parking Chapter of the Community Plan
  - Estimated timeframe September 2008 through December 2008
- Phase IV - Environmental review, adoption and certification by the California Coastal Commission
  - Estimated timeframe January 2009 through February 2012

**Fiscal and Facilities Impacts:**

There is no provision of compensation or reimbursement to the SunPAC. Although not a direct cost of the formation of the GPAC, there are several indirect costs associated with the operation of the SunPAC. Meeting materials and supplies shall be provided by the County through the Planning and Development Department and there is a nominal cost for mileage reimbursement. Therefore, there is an approximate cost of \$1,000 to Planning and Development per meeting for hearing support. The specific plan update process is estimated to cost \$453,000.

Budgeted:  Yes     No

**Fiscal Analysis:**

<b>Funding Sources</b>	<b>Current FY Cost:</b>	<b>Annualized Cost:</b>	<b>Total Project Cost</b>
General Fund	\$ 28,849.72		\$ 452,834.00
State			
Federal			
Fees			
Other:			
Total	\$ 28,849.72	\$ -	\$ 452,834.00

Funding for the current FY costs associate with the Summerland Commercial Design Guidelines, update of the Board of Architectural Review (BAR) Guidelines for Summerland and a focused update of the Traffic, Circulation and Parking Chapter of the Summerland Community Plan was included in the

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adopted Fiscal Year 07/08 budget in the General County Programs, Planning and Development budget located on page D-284 of the County FY 07/08 budget.

Creation of the Summerland Planning Advisory Committee is not a mandated activity. It was undertaken by the County on an elective basis. No changes in service levels would occur.

There would be no facilities impact.

**Staffing Impact(s):**

**Legal Positions:**

N/A

**FTEs:**

N/A

**Special Instructions:**

1. Clerk of the Board shall post legal notice in the Santa Barbara Newspress at least 10 calendar days before the hearing.

**Attachments: (list all)**

1. Exhibit 1: Resolution in the Matter of Adopting Formation of the Summerland Planning Advisory Committee (SunPAC).
2. Attachment A: Summerland Community Plan Boundary Map.
3. Attachment B: April 9, 1991 County of Santa Barbara Board Approved GPAC guidelines.
4. Attachment C: Organizational Framework for the Summerland Planning Advisory Committee

**Authored by:**

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**cc:** Shaunn Mendrin, Senior Planner, Office of Long Range Planning