



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: Planning & Development
Department No.: 053
Agenda Date: July 15, 2025
Placement: Administrative Agenda
Estimated Time: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s): Lisa Plowman, Director
Contact Info: Travis Seawards, Deputy Director
SUBJECT: Report on Case No. 24EMP-00014: Camino Ruiz LLC Emergency Permit, 4621 Via
Roblada, Eastern Goleta Valley Community Plan Area, 2nd Supervisorial District

County Counsel Concurrence

As to form: Yes

Other Concurrence:

As to form: N/A

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

That the Board of Supervisors:

- a) Receive and file this report on Emergency Permit Case No. 24EMP-00014, approved by the Planning and Development on December 20, 2024, which authorized the demolition and removal of water damaged components of a second-story balcony, and work to protect the residence from further damage from the elements.
- b) Determine that receiving and filing this report is not a project pursuant to CEQA Guidelines Section 15378(b)(5) as it is an administrative government activity that will not result in direct or indirect physical changes in the environment.

Summary Text:

This Board item is a report on the Camino Ruiz LLC Emergency Permit to remove and demolish water damaged components of a second-story balcony and residence in the Eastern Goleta Valley Community Plan area.

Discussion:

Section 35-171.2 of the Article II Coastal Zoning Ordinance (Article II) authorizes the Director of the Planning and Development Department (P&D) to temporarily defer standard permit requirements of

Article II and issue an Emergency Permit when an emergency action is warranted. Pursuant to Article II Section 35-171.6, the Director of P&D is required to report in writing to the Board of Supervisors the nature of the emergency and the work involved. This report satisfies that requirement.

Background:

The Planning and Development Department was contacted by a representative for 4621 Via Roblada in late 2024 regarding a failing second-story balcony attached to the existing single-family residence. The deck was suffering from water damage, causing structural damage to the deck and compromising portions of the existing residence. The deck was reported to be at risk of structural failure or collapse.

The Assistant Director of Planning and Development verified the facts, including the existence and nature of the emergency (per Article II Section 35-171.4), and, on December 20, 2024, gave written authorization for the emergency work. The Emergency Permit application, filed by Stephen Zimmerman, was approved by Planning and Development on December 19, 2024, and issued on December 20, 2024.

The permit authorized demolition and removal of tile surface on the balcony of an existing Single-Family Residence, demolition and removal a rotten wood railing from the balcony, demolition and removal of stucco, laith, and removal of rotten deck plywood sheeting and other components damaged by water intrusion. The permit also authorized work to protect the structure from further damage from the elements. In compliance with Article II Section 35-171.5.1, a notice was mailed to the surrounding property owners notifying them of the emergency work. Additionally, notice placards were placed in three locations on the subject property. P&D did not receive any public comment regarding issuance of the Emergency Permit.

Pursuant to Article II Section 35-171.5.3, an Emergency Permit does not constitute an entitlement to erect permanent structures, and an application for the applicable follow-on planning permit is required. An application for a Coastal Development Permit with Hearing was submitted on April 24, 2025, and is currently under review.

Issuance of the Emergency Permit was consistent with Article II, as the action provided an immediate response to an emergency situation in the interest of health, safety, and public welfare. The Department granted the Emergency Permit based on a statutory exemption for emergency situations (CEQA Guidelines Section 15269(c)) due to clear and imminent risk to life and property posed by the pending failure of the deck. A copy of the filed CEQA Notice of Exemption is included herein as Attachment B to Attachment A (24EMP-00014 Emergency Permit) of this Board Letter. The Board's receipt and filing of this report on Emergency Permit Case No. 24EMP-00014 is an administrative activity under State CEQA Guidelines Section 15378(b)(5) that does not constitute a separate project for purposes of environmental review.

Fiscal and Facilities Impacts:

Budgeted: Yes

County staff costs for preparing the Emergency Permit are reimbursed by the applicant in conformance with the current Board-adopted fee ordinance. The estimated total cost to process this Emergency Permit is approximately 20 staff hours, which equates to approximately \$6,040. Funding for this project was budgeted in the Planning & Development's Permitting Budget Program, on Page D-307 of the County of Santa Barbara Fiscal Year (FY) 2025-26 Recommended Budget. Future permitting costs associated with the follow-on permit for this project will be borne completely by the applicant.

Funding Source	FY 2025-26	Total
General Fund		
State		
Federal		
Fees	6,040.00	6,040.00
[Other Source]		
Total		6,040.00

Attachments:

Attachment A - Emergency Permit 24EMP-00014

Contact Information:

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