



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

Department Name: Planning &  
Development  
Department No.: 053  
For Agenda Of: November 15, 2011  
Placement: Administrative  
Estimated Tme:  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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**TO:** Board of Supervisors

**FROM:** Planning and Development Glenn Russell, Ph.D, Director, Planning and Development, 568-2085

Contact Info: Jeff Hunt, AICP, Long Range Planning Director, 568-2072

**SUBJECT: Summerland Planning Advisory Committee – Term Extension**

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: N/A

**Other Concurrence:** N/A

**Recommended Actions:** Staff recommends that the Board of Supervisors:

1. Adopt a resolution (Attachment A) to extend the Summerland Planning Advisory Committee (hereinafter referred to as the SunPAC) term of office for one year. The following nine members would continue to serve on the SunPAC:

1. Robin Donaldson
2. Tom Evans
3. Betty Franklin
4. Paul Franz
5. David Hill
6. Mary Holzhauer
7. Nancy Kimsey
8. Suzanne Perkins
9. Reeve Woolpert

**Summary Text:**

The SunPAC advises staff of the community goals for the revision of the Summerland Community Plan and Design Guidelines. The eleven-member SunPAC was established by the Board of Supervisors by resolution on November 27, 2007 to update land use policies in Summerland. On May 12, 2009 the

Board adjusted the SunPAC to a nine-member committee and extended the SunPAC term of office to November 27, 2011. The SunPAC's term will expire on November 27, 2011 unless the Board acts to extend the term of the SunPAC. Extension of the SunPAC's term by one year should allow for committee participation through the environmental review and adoption process. Board adoption of the Summerland Community Plan Update is anticipated during Summer 2012. The attached resolution will extend the SunPAC by one year to November 15, 2011. The November date would provide a cushion for delay of the adoption due to unexpected occurrences.

Section 5.E of the Planning & Development Department's *Guidelines for General Plan Advisory Committees* (GPACs) state "[f]or committees which operate within a single supervisorial district, the maximum terms of office may be four (4) years ..." The four-year term of office is a general guideline for the duration of the GPAC's, and the departmental "guidelines" have never been adopted by the Board. Through this resolution, the Board of Supervisors extends the term of office for one additional year to enable the SunPAC to the opportunity to review and comment on the draft Summerland Community Plan update and provide final recommendations to the County decisions makers. Furthermore, appointing new members to the PAC to finish out one more year would not be reasonable due to a lack of continuity and knowledge.

**Background:**

As directed by the Board of Supervisors, the SunPAC conducted a collaborative public process to update the Residential Design Guidelines, create new Commercial Design Guidelines, and update the Traffic, Circulation, and Parking Chapter of the Summerland Community Plan. The process followed the County's established community plan policy framework and produced an updated Community Plan that contains area goals, policies, and action items. The policy update began in December 2007, and the SunPAC's policy development work was completed in Spring 2011.

No further SunPAC meetings are scheduled. However if the SunPAC term is extended, the committee would be available to meet should their input be requested during the environmental review and adoption process. The project is currently in environmental review with Board adoption hearings anticipated Summer 2012.

**Fiscal and Facilities Impacts:**

Budgeted: Yes. Funding for this work effort is budgeted in the Planning Support program of the Long Range Planning Division on page D-312 of the adopted Planning and Development Department's budget for fiscal year 2011-12, and is under Program 4030: Community Plans. There are no facilities impacts. The action of extending the PAC term would result in no direct fiscal impacts. Convening meetings of the PAC could have associated costs, depending on the amount and length of such meetings.

**Special Instructions:**

The Clerk of the Board shall send a copy of the signed resolution to the Planning and Development Department, attention Holly Bradbury.

**Attachments:**

1. Attachment A – Resolution in the Matter of Extending the Term of the Summerland Planning Advisory Committee  
Exhibit 1 – 1991 GPAC Guidelines

**Authored by:**

Holly Bradbury, Associate Planner, Long Range Planning Division.