



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 21, 2006  
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: Michael F. Brown, County Executive Officer  
Contact Info: John McInnes, Director of Long Range and Strategic Planning  
805-568-3552  
Derek Johnson, Project Manager,  
805-568-2072

**SUBJECT:** Mission Canyon Planning Advisory Committee ("MCPAC")

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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 Mission Canyon Planning Advisory Committee ("MCPAC") by adopting a resolution (Attachment A) approving the formation of the MCPAC.
2. Establish the mission of the MCPAC to advise the Planning Commission and the Board of Supervisors on preparation of a specific plan update and residential design guidelines for the community of Mission Canyon.

**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 Mission Canyon Planning Advisory Committee is intended to operate as a GPAC and will be governed by the general provisions of the Board adopted GPAC Guidelines (Attachment B) dated April 9, 1991.

**Background:**

The County Board of Supervisors adopted the Comprehensive Planning Division Work Program which included an update to the 1984 Mission Canyon Area Specific Plan and development of Residential Design Guidelines for the Mission Canyon Area. The Mission Canyon Planning Advisory Committee would collaborate with the community and the City of Santa Barbara to assist with the creation of the Mission Canyon Residential Design Guidelines as well as issues to be addressed in the update to the Specific Plan. The Design Guidelines will assist the community in understanding the types of designs and architectural styles that have general support from the community and decision makers; the Specific Plan Update will help to address current concerns regarding transportation, parking, fire, emergency access, and erosion.

**Fiscal and Facilities Impacts:**

There is no provision of compensation or reimbursement to the MCPAC. Although not a direct cost of the formation of the GPAC, there are several indirect costs associated with the operation of the MCPAC. Meeting materials and supplies shall be provided by the County through Planning and Development, Hearing Support 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 \$164,000.

Budgeted:  Yes  No

**Fiscal Analysis:**

<b><u>Funding Sources</u></b>	<b><u>Current FY Cost:</u></b>	<b><u>Annualized Cost:</u></b>	<b><u>Total Project Cost</u></b>
General Fund	\$ 8,137.25		\$ 164,000.00
State			
Federal			
Fees			
Other:			
Total	\$ 8,137.25	\$ -	\$ 164,000.00

Funding for the Mission Canyon Specific Plan Update and the Residential Design Guidelines was included in the adopted Fiscal Year 06/07 budget in the General County Programs, Comprehensive Planning budget located on page D-447 of the County FY 06/07 budget.

Creation of the Mission Canyon 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

**Mission Canyon Planning Advisory Committee ("MCPAC")**

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**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. Attachment A: Resolution in the Matter of Adopting Formation of the Mission Canyon Planning Advisory Committee.
2. Attachment B: April 9, 1991 County of Santa Barbara Board Approved GPAC guidelines.

**Authored by:**

Derek Johnson, Project Manager, Long Range and Strategic Planning, 805-568-2072

**cc:**