



# CITY OF SANTA BARBARA

## COUNCIL AGENDA REPORT

**AGENDA DATE:** October 24, 2012

**TO:** Mayor and Councilmembers  
Planning Commission

**FROM:** Planning Division, Community Development Department

**SUBJECT:** Joint Council And Planning Commission Work Session Regarding  
Planning Division Program Activities

### **RECOMMENDATION:**

That Council hold a joint work session with the Planning Commission to receive status reports and discuss major work program activities in the Planning Division, including: Zoning Information and Enforcement; Development and Environmental Review; Design Review and Historic Preservation; and Long Range Planning.

### **DISCUSSION:**

Over the last several years joint work sessions on the Planning Division workload have been held with the Council and Planning Commission approximately every six months. More recently the work sessions have been focused on *Plan Santa Barbara (PlanSB)* General Plan Update. For today's meeting staff will present a review of all programs in the Planning Division highlighting accomplishments, major work underway, and projects on hold or pending. The review will include the General Plan Implementation Program. The Chairs of the Architectural Board of Review and Historic Landmarks Commission are also invited to attend the meeting.

A primary goal of the work session is to establish a shared understanding of the workload, including the respective status of the projects or programs that may be active, pending, or on the back burner. Adjustments in priorities occur when issues arise and program improvements are needed. Council and Planning Commission feedback is invaluable for staff to stay the course or make changes as necessary.

Please see Attachment 1 for an overview of the staffing resources and assignments in Zoning, Design Review & Historic Preservation, and Development/Environmental Review. Key issues include: staffing for enforcement; Zoning Information Reports concerns from realtors; zoning ordinance amendments on hold including changes to hedge regulations; progress, priorities, and budget needs for the Historic Resource Work Program; larger project activity; and Environmental Analyst staffing.

## **General Plan Implementation**

On December 1, 2011, the Council adopted the *Plan Santa Barbara* General Plan Update.

The Implementation Program is essentially divided into two phases: Phase I (1-5 years) and Phase II (6+ years), which includes all the remaining projects. The primary focus of today's discussion is on Phase I, specifically the projects that Council initiated at the last work session and are currently active projects. These projects are described in Attachment 2 with a brief statement on current status. The schedule overview is shown in Attachment 3. These projects are prioritized according to the following criteria: projects currently underway, projects required by law, required Environmental Impact Report (EIR) mitigation measures, and key actions identified during the *PlanSB* process that fulfill multiple objectives.

## **BUDGET/FINANCIAL INFORMATION:**

This is an information work session. Council policy direction or allocation of funds, if any, will be presented for action at future Council meetings associated with specific projects. The primary budget consideration for the General Plan Implementation is that most Phase I projects are largely to be implemented with existing staff resources and grants. Some funds may be needed to address the air quality policy during Phase I and other funds may be needed, particularly for developing a traffic mitigation fee program, and future and on-going use of the traffic model.

The budget and resource issues associated with other Planning Division programs include: an interest in developing a fully functional historical database including web access, and staffing levels in the Zoning Section for ZIRs, enforcement and plan check.

- ATTACHMENTS:**
1. Major Work Assignments in the Planning Division
  2. General Plan Implementation Program, Phase I Projects
  3. General Plan Implementation Program, Phase I Schedule
  4. Summary of Employer Sponsored Housing Program

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**SUBMITTED BY:** Paul Casey, Assistant City Administrator and  
Community Development Director

**APPROVED BY:** City Administrator's Office

# Planning Division

## Resource Status and Major Work Assignments

### Zoning Information & Enforcement

- Minimal staffing level for enforcement – staff absence since March 2012, recently approved to hire part-time hourly staff
- Minimal staffing level for plan check; working with Building & Safety as well as AIA and SB Contractors Association to improve process
- Counter staffing levels – a challenge to maintain
- Staff Hearing Officer – number of modification applications picking up slightly
- Zoning Information Reports – very busy with requests; staff working with SBAOR on their serious concerns with timeliness, costs and enforcement
- Pending/In-Active Zoning Ordinance Amendments – list of items to address is extensive and includes: hedge amendment; clean up, clarifications not completed in prior efforts (front yards, parking, non-conformances, TDAO); historic property incentives; and response to SBAOR

## Design Review & Historic Preservation

- Successful recruitment for Urban Historian Nicole Hernandez
- Board & Commission Training
- Agenda items slowly picking up for ABR, HLC, and SFDB
- Landscape Ordinance Amendment Pending and enforcement concerns
- Historic Resources Element Adoption
- Historic Resources Work Program – extensive number of proposals; slow progress on:
  - Surveys - Waterfront, Lower Riviera, West Downtown Update of DPR 523 Survey Forms in progress
  - District plan – ordinance & program, and designations pending for El Encanto ,West Beach, E. Cabrillo Blvd, Brinkerhoff, Lower Riviera, West Downtown, Plaza Rubio, Rosemary Lane, Diana Lane
  - City wide architectural Guidelines, Historic District Guidelines
  - Landmark Designations
  - Incentives ordinance amendments
  - MEA Guidelines update: 1<sup>st</sup> Phase update to MEA appendices; potential list errata, Landmark, SOM list updates 2<sup>nd</sup> Phase: Guideline edits and update to evaluation procedures
  - Prioritize implementation of Historic Resources Element - various Implementation Actions to be Considered
  - Purchase and implementation of Cultural & Historical Resource Inventory Database (CHRID) database which is compatible with State of California (OHP) master database and establishment of web interface  
On hold as unfunded

## Development & Environmental Review

- Environmental Analyst Staffing Reductions & Recruitment
- Slow Progress – Update of Environmental Review Procedures and Initial Study
- Mission Creek Flood Control Projects
- Hillside House – DEIR hearing held; now working on Response to Comments and concerns from applicant
- 1837 ½ El Camino de la Luz –Draft EIR was circulated for public review; working on response to comments
- Santa Barbara Bowl – completed Council concept review, –PC date for CUP is Nov. 1; back to Council for vacation of Lowena Drive on 11/13 & 12/4.
- El Estero Drain restoration – environmental review (consultant preparing Remedial Action Plan/ Habitat Restoration Plan; then environmental review)
- Natural History Museum – Pre-Application Review Stage
- Entrada – successful demo and seismic security for façade of Californian; new substantial conformance pending; & progress at HLC
- Waterfront Hotel – building permit extension granted; new concept being considered; Youth Hostel should be completed by the end of the year
- Veronica Meadows – Local Coastal Plan Amendment expired, next steps to be determined
- 101 State – Harbor View Inn Hotel Expansion Application review stage, almost complete, then environmental review
- 4151 Foothill (Foothill Centre) – application submitted to LAFCO; received Project Design Approval from ABR
- Children’s Museum – Received final design approval from HLC
- Under construction: 34 W. Victoria, Valle Verde, El Encanto; Cottage Hospital Phase 5 Demolition, a three-year phase has just begun there are two additional phases, Phase 6 construction and Phase 8 Remodeling, that will follow.

# General Plan Implementation Program

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## Phase I Projects

**STATUS** in bold – description from last worksession in regular font – **update in bold**

1. **COMPLETED - Housing Element Certification:** The recently adopted Housing Element has been submitted to the Department of Housing and Community Development (HCD). This project will require responding to any additional comments from HCD with Council adoption of any required amendments. This project is being managed by Long Range Planning.

**The City did receive minor comments from HCD and an additional resolution was adopted by Council accepting the changes on May 22, 2012.**

2. **COMPLETED - Historic Resources Element:** Currently underway and expected to be adopted in 2012. The Historic Resources Element is a new General Plan element that draws on existing goals and policies found in various other elements, as well as new measures developed through the *PlanSB* process, and current efforts by the Historic Landmarks Commission. This project is being managed by the Design Review section with review by the City Attorney.

**The Historic Resources Element was adopted by Council on October 2, 2012.**

3. **UNDERWAY - Average Unit-Size Density Incentive Program:** The project will replace the existing Variable Density incentive program through new standards and ordinance amendments to help promote smaller residential unit sizes and buildings. The project also includes revised parking standards for multi-unit projects that qualify for the incentive program. This process is estimated to require two years to complete. Long Range Planning will lead this effort with support from Transportation and the City Attorney. This project will be initiated by the Council.

**The program was initiated by Council on April 10, 2012; and an initial hearing was held with the Planning Commission on July 26, 2012. A forum discussion regarding the Employer Housing Incentive Program was held on September 12, 2012. The next formal step is a Planning Commission hearing for recommendations to Council; and this is tentatively scheduled for early 2013.**

4. **UNDERWAY - Non-Residential Growth Management Program:** This project includes the renewal of the “Measure E” ordinance (set to expire on January 1, 2013) with revised square foot amounts and categories, community benefit determinations, associated Development Plan Ordinance revision, and criteria to assess traffic impacts and the potential ongoing use of the traffic model. Long Range Planning and Transportation will jointly lead this effort, with support from the City Attorney. This project will be initiated at the Planning Commission.

**An ordinance amendment extending the current ordinance is being processed because additional time is needed to complete the process for an updated Growth Management Program.**

The Planning Commission has held three hearings to consider the new Growth Management program, two meetings were focused on traffic issues and one covered all areas such as allocation categories and sound community planning findings. Two focus group discussions on traffic issues were held with long term stakeholders (architects, planning and traffic consultants, and land development attorneys). Staff explained our proposal on the transportation strategy. The next step is a hearing before the Planning Commission to forward its recommendations to Council on a proposed ordinance; that hearing will be held before the end of the calendar year.

5. **UNDERWAY - Zoning and LCP Map Amendments:** Currently underway and expected to be completed by FY 2015, a three year effort. The Zoning map is required by state law to be consistent with the new General Plan map, in terms of designations, boundaries and residential densities. Similarly, per the Coastal Act, both the General Plan map and the Zoning map are required to be consistent with the Local Coastal Program (LCP). This effort will require both Zoning Ordinance and LCP amendments. Long Range Planning is leading this effort with support from the City Attorney. This project will be initiated by the Planning Commission.

**An Informal discussion was held with Planning Commission on July 12, 2012. An Open House was held on August 15, 2012 with notice to all property owners affected by the proposed map designation changes. The attendance was very good. Next step is formal hearing with the Planning Commission to forward its recommendations to Council, to be held early 2013.**

6. **UNDERWAY - Highway 101 Air Quality Setback:** Currently underway and expected to extent into FY 2015, a four year effort. This project was identified in the Final EIR as a mitigation measure, per the Air Resources Board, to reduce the impact to sensitive receptors of diesel emissions associated with vehicle travel on Highway 101. This project will establish project review protocols, followed by monitoring, until the setback policy is removed as a result of improved vehicle emissions. The Planning Division is leading this effort with support from the City Attorney. This project will be initiated by the Council.

**Council adopted initial resolution exempting pending projects from strict compliance with setback. Direction to staff and Ordinance Committee to consider review criteria for projects within setback area – meeting date not yet scheduled.**

7. **UNDERWAY - SB 375/Housing Element Update:** Currently underway and expected to be completed by FY 2015, a four year effort. Senate Bill 375 seeks to integrate the existing Regional Transportation Plan process with the existing Regional Housing Needs Assessment process through a new Sustainable Communities Strategy (SCS). This project will culminate with the certification of the City's next Housing Element in December, 2014. This project is led by the Santa Barbara Association of Governments (SBCAG), with limited staff support from each

local jurisdiction. City staff contributions from Long Range Planning and Transportation, including producing the next Housing Element.

**SBCAG Board approved the Joint Technical Advisory Committee recommendation for RHNA allocation. City portion of allocation is 4099 (289 units less than the prior RHNA). Work continues on the SCS.**

8. **COMPLETED - Climate Action Plan:** Currently underway and expected to be completed by FY 2013, a three year effort. This implementation action was identified in the *PlanSB* Final EIR as a mitigation measure to reduce the impact of Green House Gases (GHG) during the life of the plan. This project is being led by Long Range Planning with the support of the City Green Team Departments. A \$50,000 grant has been secured to assist with technical services primarily related to calculating GHG projections.

**Council adopted CAP on September 18. Moving onto implementation working with City Green Team and Council Sustainability Committee.**

9. **UNDERWAY - Safety Element:** Currently underway and expected to be completed by FY 2014, a three year effort. The update of the Safety Element of the General Plan will require a number of technical studies to identify potential natural and manmade hazards. This effort will be led by Long Range Planning, with the support of the Building & Safety Division, Fire Department, Public Works Department and limited professional services. A \$250,000 grant has been secured to fund the professional services, technical studies, and Planning Staff resources.

**Safety Element Update professional services contract with Rodriguez Consulting Inc. executed in May 2012. Consultant is currently compiling and synthesizing information from existing studies related to geologic, seismic, flood and fire hazards. The Safety Element Update will also provide updated information regarding groundwater conditions and potential liquefaction hazards in the City. Meetings with staff from other departments including Fire, Airport and Waterfront are underway.**

10. **NEXT - Adaptive Management Program:** This project will formally establish a program to monitor, evaluate and report on the implementation of General Plan policies in meeting the Plan's goals, including recommended adjustments and/or amendments as necessary. The initial phase will establish the framework and primarily integrate existing monitoring programs, and is expected to be completed in the first year. Long Range Planning will lead this effort with support from Transportation, Water Resources, Environmental Services and Parks & Recreation. This project will be initiated by the Council.

**Initial staff work underway, next step discussion with Council likely to be scheduled early 2013.**

11. **NEXT - Emergency Shelter Zoning:** State Housing law requires that within one year of Housing Element adoption (FY 2013), each jurisdiction shall designate at least one zone in which a year-round emergency shelter can be established without



any discretionary permit. This effort will also require establishing development standards and permit procedures, as allowed by state law. Long Range Planning will lead this effort, with support from the City Attorney. This project will be initiated by the Planning Commission.

**Project is pending with workload balance needed for staff also involved in AUD ordinance.**

12. **UNDERWAY - Building Height Over 45 Feet:** This project will establish special findings in the Zoning Ordinance for projects that exceed 45 feet in height. This project is expected to be completed within one year; Long Range Planning will lead the effort with support from the City Attorney. This project will be initiated by the Planning Commission.

**Two discussions have been held with the Planning Commission and ordinance amendments will be included in Growth management and/or AUD ordinances.**

13. **POSTPONED - Alternative Transportation Demand Analysis:** This project will assess the current and future demand for alternative modes of transportation in the city, e.g. transit, biking and walking. This project is expected to be completed within a year and will be led by Transportation, with support from Long Range Planning. Funds are available for this project and will require consultant services. This project will be initiated by the Council.

**On September 18, Council directed that Public Works staff initiate a Neighborhood Transportation Plan for the Eastside, as a result this project has been postponed for at least a year.**

14. **UNDERWAY - Arts Master Plan:** This project is currently underway and expected to be completed by FY 2013. The effort is being led by the Santa Barbara County Arts Advisory Committee with minimal support from Long Range Planning. This project was initiated by the Arts Commission.

**Recently Planning Staff has not worked with Arts staff on this plan.**

## General Plan Implementation Program: Phase 1 Schedule

Project Ranking	Project Description	FY13 2012-2013 <sup>1</sup>	FY14 2013-2014	FY15 2014-2015	FY16 2015-2016
1	Housing Element Certification by HCD	X			
2	Historic Resources Element	X			
3	Average Unit Size Density Program	X	X		
4	Non-Residential/Growth Management	X			
5	Zoning and LCP Map Amendments	X	X	X	
6	Highway 101 Air Quality Setback	X	X	X	
7	SB 375/Housing Element Update	X	X	X	
8	Climate Action Plan	X	X		
9	Safety Element	X	X		
10	Adaptive Management Program	X	X	X	X
11	Emergency Shelter Zoning	X			
12	Building Height Over 45 Feet	X			
13	Alternative Transportation Demand Analysis	postponed			
14	Arts Master Plan	X			

<sup>1</sup> Fiscal Year is from July 1 to June 31<sup>st</sup>.

## Employer Sponsored Housing

One of the primary goals of the 2011 General Plan Update is to encourage the production of affordable workforce housing, specifically rental, employer sponsored housing, and limited equity cooperatives. Such housing is considered a community priority and is supported by numerous policies and programs in both the Land Use and Housing Elements. One of these programs is the Average Unit-Size Density (AUD) Incentive Program, which is specifically designed to generate workforce housing through increased densities and flexible development standards.

On April 10, 2012, the City Council initiated the necessary amendments to the Zoning Ordinance to carry out the AUD Program, including an Employer Sponsored Housing Program. The intent of this program is to produce below market residential units developed by employers and offered to South Coast employees. The success of this program is dependent on the active participation of employers, both large and small.

### Employer Sponsored Housing Forum

On September 12, 2012, the City held an Employer Sponsored Housing Forum to inform local employers about the City's proposed program and to gain insight about potential opportunities and challenges. A panel discussion took place with six community members experienced in the creation of workforce housing. The Forum served as an opportunity to learn what is necessary to make this program viable and successful. The following briefly summarizes the key points discussed at the Forum.

**Benefits of Program:** The shortage of affordable housing continues to pose challenges in recruitment and retention of quality employees. By investing in the provision of workforce housing, employers improve recruitment opportunities and reduce turnover of employees resulting in a cost benefit to their business. Similarly, employees benefit by attaining affordable housing, reducing their commute time and costs, and increase the time spent in the community and with their family.

**Challenges of Program:** Employers, especially smaller businesses are not accustomed to the role of developer and/or lender. Typically, employer sponsored housing has been provided by larger employers, such as UCSB, Westmont College, and Cottage Hospital. These entities have the financial capital and land to facilitate the development of employee housing. Very few employers have the size, capacity or financing to develop real estate. In addition, navigating through the development and permitting process may challenge a small or inexperienced employer who does not possess the expertise in these areas.

**Recommendations:** The Program should be simple and user friendly and encourage partnerships with larger employers or developers to help navigate through the development and permitting process. The City should provide a model and/or marketing plan that contains sample covenants, development agreements, and design prototypes. Expedite the application and permitting process to help reduce development costs.



# City Council Planning Commission Worksession



Planning Division  
Community Development Department  
October 24, 2012



# Agenda

## Planning Programs

- Zoning Information & Enforcement
- Design Review & Historic Preservation
- Development & Environmental Review
- Major Projects

## General Plan Implementation

- Project Updates



# Planning Programs

## Zoning Information & Enforcement

- Hourly Staff Enforcement
- Plan Check issues Building & Safety, AIA and Contractors Assoc.
- Zoning Information Reports – SBAOR

# Planning Programs

## Design Review & Historic Preservation

- Adoption of Historic Resources Element
- On-Going Work Program
  - Designations
  - Surveys
  - District Ordinance and pending Districts
  - Database and web Interface
  - HRE implementation
  - Design Guidelines

# Planning Programs

## Development & Environmental Review

- Environmental Analyst Staff (4 to 2)
  - Retirement – position eliminated
  - *PlanSB* – position eliminated
  - Relocation – reassignment
  - Retirement – future recruitment





# Planning Programs

## Major Projects

- Mission Creek
- 101 State St.
- Entrada
- Waterfront Hotel
- Funk Zone
- Hillside House
- Natural History Museum
- SB Bowl

# General Plan Implementation

## Housing Element Certification

- Status: **Complete**
- Certified by HCD: May 2012
- Next Steps: Implement key actions, including
  - AUD Housing Incentives Ordinance
  - Emergency Shelter Zoning
  - HE update consistent w/ SB375 timeline (2014)



# General Plan Implementation

## Historic Resources Element

- Status: **Complete**
- Adopted by Council: October 2012
- Next Steps: Set implementation priorities, e.g. historic districts, design guidelines, demolition by neglect ordinance

# General Plan Implementation

## Average Unit-Size Density Program

- Status: **Underway**
- Council initiation: April 2012
- PC, ABR & HLC review: July & August 2012
- Employer Housing forum: September 2012
- Next Steps: PC hearing for Council recommendations, early 2013

# General Plan Implementation

## Growth Management Program

- Status: **Underway**
- Planning Commission initiation: May 2012
- Allocation categories & traffic strategy
- Focus group discussions on traffic strategy
- Develop. Plan Ordin. Extension: Oct. 2012
- Next Steps: PC hearing Dec. 6 for recommendations; Council early 2013

# General Plan Implementation

## Zoning and LCP Map Amendments

- Status: **Underway**
- Planning Commission review: July 2012
- Community open house: August 2012
- Map & LCP amendments underway
- Next Steps: PC hearing for Council recommendations, Spring 2013

# General Plan Implementation

## Highway 101 Air Quality Setback

- Status: **Underway**
- Council exempted pending projects:  
February 2012
- Next Steps: Ordinance Committee to review criteria for projects w/in setback,  
Spring 2013

# General Plan Implementation

## SB 375/Housing Element Update

- Status: **Underway**
- RTP, scenarios, modeling completed
- RHNA allocation = 4,099 units
- Public workshops, Sept. & Oct 2012
- RTP/SCS Preferred Scenario, Oct. 2012
- Next Steps: Environmental review; draft RTP/SCS, Spring 2013



# General Plan Implementation

## Climate Action Plan

- Status: **Completed**
- Council Adoption: September 2012
- Next Steps: Council Sustainability Committee & City Green Team implementation

# General Plan Implementation

## Safety Element

- Status: **Underway**
- Professional Services contract: May, 2012
- Synthesizing current geologic, seismic, flood and fire hazard data, policies, plans
- Fire studies for evacuation, operational safety areas & GIS database upgrade
- Next Steps: Admin draft for review, early 2013

# General Plan Implementation

## Adaptive Management Program

- Status: **Underway**
- Initial Phase I work underway
- Next Steps: Discussions at Council and PC, early 2013



# General Plan Implementation

## Emergency Shelter Zoning

- Status: Pending
- Begun early research
- Other projects taking work program priority

# General Plan Implementation

## Building Height Over 45 Feet

- Status: **Underway**
- PC discussions held in relation to Growth Management & Average Unit Density programs
- Next Steps: Draft ordinance amendment to be included in one of the above programs



# General Plan Implementation

## Alt. Transportation Demand Analysis

- Status: **Postponed**
- Eastside Neighborhood Transportation Plan initiated by Council, September 2012
- Next Steps: Individual studies to be initiated as needed

# General Plan Implementation

## Arts Master Plan

- Status: **Underway**
- Initial staff work w/ Arts staff; no recent work
- Next Steps: stand ready to assist Arts staff and community as necessary.



# General Plan Implementation

Questions?  
Discussion





# General Plan Implementation

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