



PLANNING APPLICATION RESPONSE LETTER

PROJECT ADDRESS: 1609 and 1615 Grand Avenue
PLN RECORD #: PLN2024-00181
DATE: Friday, May 31, 2024 – Review # 1
APPLICANT: Ben Eilenberg, GRAND SANTA BARBARA LLC
socialindustrialequities@gmail.com
ASSIGNED PLANNER: Barbara Burkhart, BBurkhart@SantaBarbaraCA.gov
STATUS: INCOMPLETE

I. INTRODUCTION / PROJECT DESCRIPTION

The applicant submitted its Planning Application to the City for the subject project for review on May 2, 2024.

The project consists of a new 6-story, 50-unit, multi-family residential development, with a two-level partially subterranean parking garage. The project includes 10 low-income units; grading in the amount of 7,250 cubic yards of cut and 150 cubic yards of fill; and a lot tie of APNs 027-270-037 & -038.

The project site is zoned R-2 (Two-Unit Residential) and has a General Plan designation of Medium Density Residential (12 du/ac)

The information reviewed by the Land Development Team staff included:

- Planning Application uploaded on May 2, 2024
- Architectural Plans uploaded on May 2, 2024
- Cover Page, Survey and Civil Survey uploaded on May 2, 2024
- Infiltration Testing Report dated September 15, 2023
- Soils Engineering Report dated September 15, 2023
- Tier 4 Storm Water Management Program Report dated April 12, 2024
- Photos uploaded on May 2, 2024

As provided in Government Code Section 65943(a), the City has 30 days from the date a Planning Application is submitted for processing to determine if the application is “complete” (i.e., contains all of the required information necessary for project analysis and decision). During the 30-day application review period, the Planning Application is forwarded to various City land development departments and divisions for their review,

comments, and completeness determination. The City is required to notify a project proponent within the 30-day application review period of its determination as to Planning Application completeness.¹

Also, during the 30-day application review period, I was assigned as the lead contact regarding this project. Any questions or concerns you may have relative to the processing of the Planning Application should be directed to me at (805) 560-7587 or by e-mail at BBurkhart@SantaBarbaraCA.gov.

II. COMPLETENESS DETERMINATION

The purpose of this letter is to notify you that the Planning Application for the subject project is “incomplete” pursuant to the Permit Streamlining Act, and additional information is required. The application will be placed “on-hold” for 90 days until the required information, identified in Section III of this letter, is received. Once the required additional information has been submitted for review, the City will complete another round of review.

III. ADDITIONAL INFORMATION REQUIRED

*The information requested below is necessary to adequately review the proposed development project. **Your application will be incomplete until all the items listed below are provided.***

A. Planning Division

Staff Contact: Barbara Burkhardt, BBurkhart@SantaBarbaraCA.gov; (805) 560-7587

1. Plan Review.

- a. **Project Plans.** Although we recognize that the applicant has invoked the “Builder’s Remedy” pursuant to Government code Section 65589.5(d)(5) in connection with this application, the City requires the following details to be adequately shown on the plans to satisfy the City’s application submittal requirements and evaluate the project’s consistency with applicable development standards.
 - i. Combine the civil plans and architectural plans into one plan set.
 - ii. *Grading Plan.* Because the proposed grading exceeds 500 cubic yards, a three-dimensional computer simulation or model presentation of the grading is required, unless waived by the Architectural Board of Review (ABR) at a Conceptual Review

¹ On May 7, 2024, City staff emailed the applicant to provide notice that the preliminary application had expired because a complete application was not submitted within 180 days after the preliminary application was submitted. This message was sent prematurely, and the City sent a follow up email on May 9, 2024 to confirm that the application was submitted within 180 days after the preliminary application, and that the City would review the application for completeness pursuant to Government Code Section 65943(a)’s requirement to provide a written determination of completeness with an exhaustive list of items that were not complete within 30 days after receipt of an application for a development project. This letter constitutes the City’s written determination.

hearing (held prior to the application being deemed complete, at request of applicant).

iii. *Title Sheet.* Provide a Title/ Cover Sheet that includes the following:

- Scope of Work
 - Describe the existing site development, all work proposed, and any phased or concurrent permits. Indicate any exceptions requested. Include the building height. Note if fire sprinkler or utility upgrades are required, including undergrounding.
 - Update the Project Description/Scope to include that it is a Builder's Remedy project, and indicate that the project is proposing 20% of the units to lower income households as defined in the Government Code.
 - List the appropriate Zoning Ordinance (Title 30; delete reference to Accessory Dwelling Unit Ordinance 30.185.040) and Building Codes for the project (currently, the 2022 California Codes, not the 2019 Codes, are in effect).
- Project Data. Identify:
 - Slope of project site (each lot separately, and the lots combined)
 - Lot Coverage Data
 - Open Yard Area
 - Average Slope of Property
 - Update the Project & Code Analysis to:
 - List the correct front setback information per direction under site plan below.
 - Identify the correct General Plan designation of Medium Density Residential , 12 du/ac (not RU-12).
 - Lot Coverage – states see FAR calculations, but none were found. Please provide a basic FAR calculation (floor area/lot area), which appears to be approximately 2.37.
 - Proposed Floor Area; identify both gross and net floor area, as defined in SBMC §30.15.070, for each floor of the building.
 - Identify square footage of Architectural Features: i.e. porches, landings, decks, patio covers, towers, gazebos.
 - Identify any Excluded Areas: i.e. vent shafts, lofts, crawlspace, attics, mechanical rooms.

- Where structures are within 5 feet of a required setback, identify the proposed setback.
 - vi. *Material Specifications.* Include large-scale drawings of significant architectural elements, such as handrails, guardrails, arches, columns, window and door details, etc., as noted on the Project Plan Submittal handout.
 - vii. *Outdoor Lighting Plan.* If outdoor lighting is proposed, provide details including manufacturers' fixture cut-sheets, lamp type and wattage, the required Compliance Statement (Appendix C). More information may be requested by planning staff, such as foot-candle plots or controls, to demonstrate compliance with the requirements of SBMC 22.75, Outdoor Lighting Ordinance or the Outdoor Lighting Design Guidelines.
 - viii. *Landscape Plans.*
 - Show all trees; include height, species, drip lines and root zones. Indicate with an "X" through any trees to be removed.
 - Detailed planting plan including number, size, species; and any hardscape materials.
 - Provide a separate irrigation plan.
 - Indicate water-wise plants and non-water-wise planting areas, in square feet and as a percentage of total landscaped area.
- b. **Parking** (SBMC Chapter [30.175](#))
- i. Provide a Parking Calculation on the cover sheet of the plans indicating the proposed and required (by code) number of automobile parking spaces for the project and the number of bicycle parking spaces provided. The required number of spaces is equal to the sum of the parking requirement calculated separately for each use on the lot. The result is rounded down to the nearest whole number.

Required Parking Spaces:

- Automobile:
 - Total: **91 standard and 4 accessible**
 - Studio: ≤ 600 sf: $9 \times 1 = 9$
 > 600 sf: $5 \times 1.25 = 6.25$
 - 1 Bedroom: $9 \times 1.5 = 13.5$
 - 2 Bedroom: $25 \times 2 = 50$
 - 3 Bedroom: $2 \times 2 = 4$
 - Guest: 1 space per 4 units = 12.5

Grand total: 95 (95.25 rounded down)

- Accessible: between 76 and 100 units = 4, taken out of grand total

- Bicycle:
 - 1 long-term space per unit; Total = 50 long-term

c. Open Yard (SBMC §[30.140.140](#))

- i. Provide a table that shows the project's relationship to residential open yard requirements. Multi-unit residential development is required to provide 15% of the lot area as open yard, with minimum 10-foot x 10-foot dimensions; and a private open yard for each unit, as below.

i. Private Open Yard Located on the First Story:

(1) Minimum Area:

- (a) Studio unit: 100 square feet
- (b) 1 Bedroom unit: 120 square feet
- (c) 2 Bedroom unit: 140 square feet

(2) Minimum Dimensions: 10 feet long and 10 feet wide.

ii. Private Open Yard Located on a Second or Higher Story:

(1) Minimum Area:

- (a) Studio unit: 60 square feet
- (b) 1 Bedroom unit: 72 square feet
- (c) 2 Bedroom unit: 84 square feet
- (d) 3 Bedroom unit: 96 square feet

(2) Minimum Dimensions: Six feet long and six feet wide.

d. Encroachments (SBMC §[30.140.090](#))

- i. Show the project's relationship to the maximum allowed encroachment and minimum distance to the property line on the plans. Call out all roof overhangs, pop-outs, projections, and other architectural features, decks, and porches on the site plans, floor plans, and elevations.

e. Fences and Hedges (SBMC §[30.140.110](#))

- i. Label the height, location (beginning and end), and materials of any proposed fences and/ or hedges on the site plan.
- ii. Show the Site Visibility Triangle per SBMC §[30.140.230](#), Visibility at Driveways and Intersections.

f. **Residential Unit Standards**

- i. Unit 601: Re-label “study/guest” room to “bedroom” (in accordance with SBMC §30.300.020 “B” Bedroom definition).

g. **Building Height**

- i. Building height is measured from every point on top of the building roof or roof parapet to a warped plane directly below connecting all points where existing or finished grade, whichever is lower, contacts the exterior building walls or foundation system. See SBMC §30.15.090.A for additional information. Identify building height on each elevation drawing and on the sections.
- ii. Please also indicate the location of the 30-foot maximum building height for the R-2 zone.

h. **Mechanical Equipment Noise** (SBMC Chapter [9.16](#))

- i. Provide the following information for proposed mechanical equipment:
 - o Provide manufacturer's specifications for the proposed equipment that show the maximum sound output in dB(A).
 - o On the site plan, provide a dimension from the proposed equipment to the property line.
 - o Use the link to the online calculator below to determine the amount of attenuation, in decibels, you can expect with a change in receiver distance (i.e. the reduction in decibels from the proposed equipment to the property line): <http://www.mcsquared.com/dbframe.htm>. Show the decibel calculation on the site plan.

Please note that the noise limitation for mechanical equipment is 53 dB(A) at the property line of any adjacent parcel used or zoned for residential, public, or semi-public uses.

- 2. **Easements.** Provide copies of the easements referenced in the Civil Plans so that staff can confirm adequate access, etc. exists for the proposal. Specifically:

- a. Document No. 2014-0018989
- b. Document No. 2014-0018990
- c. Document No. 2014-0018988

- 3. **Technical Studies.**

- a. **Archaeology.** Based on a review of the City's Master Environmental Assessment, the project site is located within the

American Period (1870-1900), and the Early 20th Century (1900-1920) Archaeological/Cultural Resource Sensitivity Zone(s).

As a result, a Phase I Archaeology Report is required to be prepared and submitted for review and acceptance by the Historic Landmarks Commission as part of California Environmental Quality Act (CEQA) mandated environmental review. Submittal requirements for the required report and a copy of the [List of City Approved Archaeological Consultants](#) are available on the City website. Once the Report is submitted, its content will be reviewed and you will be notified of the next step(s) in the review process for your project.

b. **Arborist Report.** Additional information required.

- Show on plans the location, species, height, canopy of existing trees > 4" in diameter at a height of 4'-6" above grade.
- Submit an arborist report prepared by a qualified arborist or biologist regarding the removal of mature oak tree(s) on site.

4. **Tree Removal.** There appears to be at least one mature oak tree on site. SBMC Chapter 15.24 (Preservation of Trees) regulates tree removal and the degree of pruning allowed for privately owned trees. The removal of trees in a required front setback or City right-of-way (SBMC Chapter 15.20) requires a permit from the Parks and Recreation Department. Approval from the Street Tree Advisory Committee and Parks and Recreation Commission is required prior to application completeness. Please contact Parks and Recreation staff for further information.

5. **Noticing & Posting.** This project requires a public notice. The Noticing & Posting Form found in the [Planning \(PLN\) Application](#) is incomplete. Please sign and upload the Applicant's Affidavit agreeing to install any supplemental notices that are required.

Advisory of Additional Notices Required: A mailed notice will be required at the following public hearings: 10 days prior to the first Concept Review hearing and 10 days prior to the first Project Design Approval hearing. An additional mailed notice may also be required if the scope of the project is changed. A fee is required for each mailed notice. You will be invoiced the additional noticing fee before each noticing period; fees must be paid prior to scheduling.

6. **Fees.** The project requires additional fees for environmental review. Refer to Section VI below.

7. **Forms Required for Resubmittal.** Once you have obtained all the necessary items to complete your application, you will need to upload the files to Accela Citizen Access (ACA). To do so, you will need to login to your ACA profile and navigate to: My Records > Planning > PLN20XX-

00XXX > Record Info > Attachments > Add. Before uploading your new documents, be sure to name them using the following format YYYY-MM-DD.File_Name (using the date you are uploading them). In addition to your files, you must also include the following:

- a. **Letter Response.** Please submit a copy of this letter, indicating how each of the comments contained herein have been addressed.
- b. **Resubmittal Form.** The Resubmittal Form is available on the City website: [Resubmittal Form](#).
- c. **Identify Changes to Project.** If, when you resubmit, your project changes in any way from the current proposal (change in the number of dwelling units, floor area, parking spaces, building height, etc.), please provide a concise explanation of all of the changes in the [Resubmittal Form](#). Be advised that changes to the project may result in additional requests for information, and if deemed significant, may require submittal of a revised application (at staff's discretion) and associated fees.

B. Engineering Division

Staff Contact: Michael Cloonan, MCloonan@SantaBarbaraCA.gov; (805) 564-5363

1. **Public Easement Review.** Based upon a review of your preliminary site plans, it appears that a Street easement may impact the scope of work. Please show all easements on your next submittal for review. It is City practice not to relocate City public utilities for private development.

C. Wastewater

Staff Contact: Mariana Cruz, MCruz@SantaBarbaraCA.gov; (805) 568-1086

1. **Fixture Counts.** Provide fixture calculations to determine if upgrades are required to the system.

D. Water Supply/Distribution

Staff Contact: Jeff Becker; (805) 564-5406

1. Utility and Plumbing sheets are required. Utility sheets must include all proposed and existing water services as well as the intentions for the existing water services. Plumbing plans must include equipment schedules.
2. Water system upgrades may be required to adequately serve this project. Provide a water model proving existing water infrastructure will be adequate for both domestic and fire flows.

Water Supply Comments

1. Each residential unit must be served by a dedicated private water sub-meter. The sub-meter must be located on private property. All water to each unit must be metered (not just hot or cold). Property owner must read and

bill tenants for water service based on actual water usage. Refer to State law for regulations including but not limited to sub-meter installation requirements, billing requirements, sub-meter location requirements, and tenant access requirements.

2. Fixture count will be required to determine correct meter size for the residential master water meter.
3. Show all meters on plans. Label each meter with the proposed size and what it will be serving. Note if existing meters will be abandoned or retained. If retained, note what they will be serving.

E. **Transportation Division**

Staff Contact: Teresa Sjoting, TSjoting@SantaBarbaraCA.gov; (805) 564-5385

1. **Public Improvements.** Dimension the proposed sidewalk corridor dimensions on the site plan, civil plans and landscape plans. Dimensions shall begin at the face of the existing curb towards the subject property.

Note that zoning setbacks are measured from the back of any required dedication.

2. **Street Lighting.** Per SBMC §22.44.010.E, new or altered street lighting, in accordance with Public Works Construction Standard Details, is a required improvement for lots that are located at a corner of two or more intersecting public streets, or lots having 50% or more of the frontage of a block, or lots having at least 100 feet of street frontage. Please show required street lighting on the site plan. Coordination with PW Engineering will be required for street lighting.
3. **Parking Data.** Revise the parking data table to include the number of existing, required by code, and proposed covered/uncovered parking stalls and bicycle parking stalls for each unit.
4. **Parking Design.** As currently designed, there are several design issues with the proposed parking configuration that need to be resolved. Additional information is required.
 - a. **Labelling.** Number the proposed parking stalls.
 - b. **Minimum Stall Dimensions.** Dimension the proposed stall lengths and stall widths of the proposed uncovered parking stalls. Standard parking stalls require a minimum of 8'-6" x 17'-6" per stall. Wider stalls may be required when parking bay widths are narrower than standard or vertical elements are adjacent to stalls.
 - c. **Vertical Elements.** If there is a vertical element in excess of 6" in height (e.g. walls) adjacent to a parking stall, an additional 1' of stall width is required to provide clearance. Update the plans to dimension the stall widths between each vertical element and include an additional 1'-0" stall width for each stall adjacent to a vertical element (e.g. Structural post, walls, etc.).
 - d. **Minimum Bay Dimensions.** Figures 2 & 3 provide minimum dimensions for 90-degree and angled parking for single loaded

bays and double loaded bays. Parking stall angles less than 45 degrees are not permitted. Parking stall angles greater than 75 degrees and less than 90 degrees are also not permitted to minimize instances of automobiles exiting the wrong way. Parking lots with angled parking configuration shall be designed for one-way circulation.

- e. **Compact Stalls.** In parking lots containing more than ten spaces, a maximum of 30% of all required automobile parking may be for compact cars. The minimum compact stall width is 8'. The compact spaces shall be distributed throughout the parking lot, rather than concentrated in one area to maximize access and usability. Dimension and identify the compact parking stalls.
 - f. **Advisory.** Per SBMC 28.90.045.A.1, backing out onto a public street or sidewalk from a parking space is not permitted where more than four parking spaces are provided. The proposed project is not allowed to back out to the public right-of-way and requires compliant onsite turnaround to meet City Standards.
 - g. **Maneuvering.** The minimum maneuvering depth for an 8'-6" x 17'-6" standard parking stall is 23'-0". Dimension the required minimum maneuvering depth for each uncovered parking stall on the proposed site plan. (Refer to Figure 2 in the City's Access and Parking Design Standards). All turnaround movements shall be accomplished in one maneuver; one maneuver is one back up and one forward movement.
5. **ADA Stalls.** Dimension the proposed ADA stalls and clarify if charging equipment is proposed. If charging equipment is proposed, revise the plans to note the location of the proposed charging equipment and demonstrate it does not encroach into the required parking stall dimensions. Additionally, provide specifications of the proposed charging equipment.
- a. Consult with Building & Safety regarding accessible parking stall requirements.
6. **Tandem Parking.** The plans propose tandem parking. Tandem parking for residential uses may be approved with a parking design waiver, for an additional fee, provided it conforms to the requirements of SBMC 30.175.090.F. Plans shall identify whether the project complies with these standards.
- a. No more than two automobiles shall be placed one behind the other;
 - b. Both automobile parking spaces parked in tandem shall be assigned to the same residential unit;
 - c. Automobile movements necessary to move cars parked in a tandem arrangement shall not take place on any street or alley;
 - d. Tandem parking shall not be used to satisfy the guest parking requirement; and

- e. Vertical or stackable tandem parking, provided by means of mechanical lifts, is subject to approval by the Public Works Director. Mechanical lifts shall be fully enclosed within a structure and shall require a recorded maintenance agreement, pursuant to Chapter 30.260, Recorded Agreements.
7. **Printed Plans.** Once the plans have been updated to address all corrections, deliver a full-size printed plan of the proposed site plan (single sheet, print to standard scale) for Transportation staff review of the proposed parking design. Deliver to the lobby during counter hours, or to the drop off box in the hallway next to the David Gebhard room. Contact me directly when you have delivered the plans.
8. **Loading.** The proposed parking configuration (as designed) does not appear to provide onsite loading/unloading. Demonstrate how onsite loading/unloading is provided onsite for the development. Dimensions of onsite loading spaces will be required based on anticipated vehicles servicing the site. The City's Traffic Engineer will review the proposed loading configuration.
9. **Driveway Slope.** Identify driveway slope on the plans. When the distance from the street pavement to the rearmost wall of any structure on the subject parcel is less than 150', the maximum driveway grade shall be 20%. The 150' is measured along the driveway. When Fire Department access is required, the slope of the driveway shall not exceed 16%.
10. **Vehicle Ramps.** A vehicle ramp is a sloping connection between a street level and a parking level or between two parking levels. Provide the following:
 - a. For multiple unit dwellings or nonresidential uses, all parking plans involving ramps shall be accompanied by a profile showing the ramp, ramp transitions and overhead and adjacent wall clearances.
 - b. Identify ramp length. The length of a ramp is defined as that portion of the ramp from the beginning of the transition at one end of the ramp to the end of the transition at the opposite end thereof. For ramps longer than 65', the ramp grade shall not exceed 12% with the first and last 8' of the ramp not exceeding 6%. For ramps 65' in length or less, the ramp grade shall not exceed 16% with the first and last 10' of the ramp not exceeding 8%.
 - c. Identify slopes of parking areas. The slopes of all parking areas shall not exceed 5%, excluding ramps.
 - d. Identify any ADA accessible routes. When an ADA accessible route across a vehicle ramp is required, the maximum slope is regulated by the California Building Code. Consult Building & Safety staff for more information.
11. **Vertical Curves.** Show driveway slopes and identify length of vertical curve. Minimum vertical curve lengths provide for gradual transitions between a street/sidewalk and driveway and between a driveway and parking area.

- a. If the slope of the driveway is 0 - 10%, a 5' minimum length vertical curve is required.
 - b. If the slope of the driveway is 10 - 16%, a 10' minimum length vertical curve is required.
 - c. When the slope of a driveway is rising to meet the sidewalk or garage level, 5' of the driveway shall be the same slope as the sidewalk or garage level.
12. **Access Easement.** The plans propose access to the proposed project from California Ave via the adjacent parcel 1601 Grand (APN 027-270-039). An Access Easement would need to be executed prior to this application being deemed complete or provide title report to confirm existing access easement.
13. **Driveway Width.** Dimension the proposed driveway width. Where a parking area contains 25 or more parking spaces, or a projected total of 25 or more parking spaces, a two-way driveway is required with a minimum paving surface width of 22'-0'. Two one-way driveways may be substituted for a two-way driveway.
14. **Driveway Boundaries.** Dimension the proposed driveway boundaries for Transportation staff to properly evaluate what areas can be used for turnaround movements. Clearly identify all areas of hardscape e.g., driveway parameters and other site improvements e.g., curbs, landscape planters, etc.
 - a. The plans appear to propose bollards throughout the proposed parking configuration. Demonstrate the proposed bollards do not encroach into the required 8'-6" x 17'-6" stall dimensions.
15. **Driveway Apron.** Dimension the proposed width of the driveway apron. Residential driveway aprons may be between 10' and 16' wide. Refer to the Public Works Standard Construction Details for standard driveway apron designs. Driveway aprons and driveways shall be as narrow as possible with consideration of maneuvering and circulation safety.
16. **Visibility Triangle.** On the site plan, label and dimension the 10' x 10' visibility triangle. When a driveway directly abuts a portion of a street with a sidewalk and parkway, the triangle is measured on two sides by a distance of 10 feet from each side of a driveway and 10 feet back from the front lot line (edge of right-of-way / back of sidewalk).
 - a. Update the proposed site plan to include the height and location of all existing/proposed site walls, fences, hedges and or landscaping within the visibility triangle.
 - b. Add a note that "no fence, screen, wall, hedge or other landscaping material exceeding a height of 3'-6" shall be located within the visibility triangle. Refer to SBMC 30.140.230 for additional information and visibility triangle diagram.
17. **Bicycle Parking Plan.** The project requires a minimum of one long-term bicycle parking stall per residential unit. Provide a bicycle parking plan that

includes bicycle parking locations, long-term designation, parking rack/device type (manufacturer's spec sheet), bicycle parking layout with dimensions, and enclosure details.

- a. Dimensions. Each standard surface bicycle parking space shall be a minimum of 2' x 6'. Show the minimum surface dimensions at each of the proposed bicycle parking locations.
- b. Minimize Obstructions. A minimum of 3' must be provided between each side of a bicycle rack and a vertical obstruction, such as a wall. When designing a bicycle parking facility, consider providing access from multiple sides to ensure all parking spaces can be used.
- c. Maneuvering. A minimum 5' aisle or space shall be provided for bicycles to enter and leave the facility. In an enclosed space where bicycles are parked perpendicular to a wall, the aisle shall have a width of at least 7' to the front or rear of a bicycle parked in the facility. Maneuvering space should allow for simultaneous users, provide for entry and exit of the facility and accommodate rack operations and lifting of bicycles where necessary.
- d. Include a manufacturer's specification sheet of the proposed bicycle rack on the plans.
- e. Refer to Section 13 (pages 17-21) of the City's Access and Parking Design Standards for bicycle parking requirements.

F. Fire Department.

Staff Contact: Aaron Lynn, Fire Inspector II; (805) 564-5724

1. **Fire Sprinkler.** The building requires an automatic fire sprinkler system and a backflow prevention device that is appropriately screened. See SBMC Chapter 8.04 and SBMC §22.04.025. Please note on the project plans that a "fire sprinkler system will be provided under separate permit" and locate where the backflow prevention device will be.
2. **Sign Directory.** Mixed-use buildings, apartment and hotel/motel buildings, and campus style properties require a sign directory to ensure timely access by emergency staff during an emergency per SBMC §8.04.020, Section 505.3. Signs require a separate "SGN" permit through the Planning Division in Accela Citizen Access. You will need to obtain approval of your sign application prior to Building Permit approval. Please show the sign location on your site plan.

G. Environmental Services Division

Staff Contact: Daniela Rosales, DRosales@SantaBarbaraCA.gov; (805) 991-7741

1. **Access.**
 - a. Dumpsters are proposed in the P1 parking level. Marborg will require sufficient height clearance to service the dumpsters in the

garage. The hauler cannot empty dumpsters in parking garages unless ceiling height exceeds 20'.

- b. Dumpsters and carts can be pushed by the truck driver to the truck access point (TAP). The TAP is where the hauler truck stops and lifts the trash and recycling containers into the truck. The enclosure should be located no more than 25' from the TAP with a maximum distance of 50'.
- c. Indicate the path of travel of the truck from the driveway to the TAP. Waste hauler access must be designed to minimize backing situations since hauler trucks cannot back around curves. Indicate where the truck will pick up the dumpsters and how it will enter and exit the site.
- d. Path of travel of the dumpsters to the TAP cannot exceed 2% grade for and must be smooth pavers, i.e. concrete. This can be shown on the site plan as a simple dashed line.
- e. Show all pedestrian gates and hauler access gates in the open position. For swing gates, show open at 120 degrees.

2. Trash Chutes.

- a. The project proposes trash chutes. Trash chutes are only proposed for 2 dumpsters and the other 2 do not appear to have a trash chute. Clarify if all 4 dumpsters will use trash chutes.
- b. For trash chute approval you will need to provide a cross section building diagram showing trash chutes vertically for all levels.
- c. A floor plan for ground floor enclosure is required. Show footprint of chute output over the dumpsters. Ensure chute output is over the correct container type for trash or recycle. Ensure the chute does not obstruct the height of the dumpster or dumpster lids.
- d. A floor plan for the trash chute room that tenants will interact with is required. Show two separate chutes for trash and recycling and indicate signage for each chute in the room.

IV. REQUIRED APPLICATIONS

A. Planning Applications Received

You have applied for a "Builder's Remedy" housing development project, pursuant to the Housing Accountability Act and SB-330, which requires the following discretionary approval:

1. Design Review by the Architectural Board of Review (SBMC Chapter 30.220).

You have also requested a Lot Tie Agreement to hold the two subject parcels under common ownership as a single building site, which can be executed for the purpose of complying with development standards or Building Code requirements under certain circumstances. The two lots must be under common ownership for a lot tie agreement to be considered; having different LLCs does not qualify as common ownership. Additionally, and more importantly, a Lot Tie Agreement is not intended for the scope of work that you are proposing, which includes new construction of a single building across the property line. Therefore, the project requires a lot merger (SBMC Ch. 27.30) prior to issuance of a building permit.

B. Additional Applications Required Prior to Completeness Determination

Based on the information that you submitted, the following applications are required *prior* to being deemed complete:

1. **Additional Planning Applications Required.** The Project is inconsistent with the City's General Plan Land Use Designation and Zoning designation. Although the applicant has invoked the "Builder's Remedy" pursuant to Government code Section 65589.5(d)(5) in connection with this application, if the City were to approve the Project as proposed, it would immediately result in a nonconforming use. In such situations, the California Department of Housing and Community Development has advised that a local government may require a General Plan Amendment and a Zone change in connection with an application seeking approval under the Builder's Remedy.² Accordingly, you must include a proposed General Plan Amendment and a Zone change that are compatible with the project as part of your application before the application will be found complete.

2. **Parks and Recreation Department**

a. Tree Removal Permit

C. Applications Required After Planning Approval

Based on the information that you submitted, the following applications will be required *after* you obtain your Planning approvals:

1. **Building & Safety Division**

a. Building Permit

2. **Engineering Division**

a. Public Works Construction Permit

b. Dedication of Easement

² See March 28, 2024 Letter re 1601 W. El Segundo Blvd, Compton – Letter of Technical Assistance from Shannan West to Robert Delgadillo, City of Compton (<https://www.hcd.ca.gov/sites/default/files/docs/planning-and-community/HAU/compton-hau604-ta-03282024.pdf>)

c. Voluntary Lot Merger

3. Wastewater

a. Application for New Sewer Service Connection available at <https://www.santabarbaraca.gov/waterapp>

b. Sewer Lateral Inspection Program (SLIP) video uploaded to <https://app.goforwardlateral.com>

4. Water Supply/Distribution

a. Application for New Water Service Connection available at <https://www.santabarbaraca.gov/waterapp>

5. Transportation Division

a. Tandem Parking Waiver

6. Fire Department

a. Fire Sprinkler Permit

7. Housing and Human Services

a. Affordable Housing Plan Supplemental Application available at https://santabarbaraca.gov/sites/default/files/2024-02/Affordable_Housing_Final%201-8-2024%20fillable.pdf

- Sample Affordable Housing Plan Template available at <https://santabarbaraca.gov/media/9322>

V. ENVIRONMENTAL REVIEW

In order to complete environmental review for this project, as mandated by the California Environmental Quality Act (CEQA), staff will need the information identified in Section III of this letter.

Once the formal planning application has been deemed complete, staff will begin environmental review of the subject project. A final determination on the appropriate level of environmental review will be made once all necessary information has been submitted.

Based on staff's initial review, the project does not qualify for a Categorical or Statutory Exemption under CEQA Guidelines, and an Initial Study will be required to determine the appropriate level of environmental review (i.e. Environmental Impact Report or (Mitigated) Negative Declaration).

VI. FEES

Please be informed that fees are subject to change at a minimum annually (typically on September 1). Additionally, any fees required following Staff Hearing Officer/Planning Commission approval will be assessed during the Building or Public Works Plan Check phase and shall be paid prior to issuance of the building or other permit. Based on the

information submitted, the subject project requires the following additional fees for the following reasons:

A. Planning Division

Fees required prior to deeming application complete:

General Plan Amendment Fee\$15,000.00³

Zoning Map/Ordinance Amendment Fee\$15,000.00³

Initial Study Preparation Fee\$305.00⁴

Environmental Review (fees required after being deemed complete, following completion of Initial Study):

(Mitigated) Negative Declaration (if applicable).....\$4,950.00⁵

Environmental Impact Report (if applicable)..... TBD⁶

Following ABR approval:

Plan Check Fee\$1,905.00

Lot Merger Plan Check Fee..... Hourly Rate

B. Building & Safety Division

Following ABR approval:

Plan Check FeeTBD

C. Engineering Division

Following ABR approval:

Public Improvement Plan Check Fee% of Engineer's Estimate

Public Improvement Inspection Fee% of Engineer's Estimate

PW Construction Permit Estimate\$TBD

Voluntary Lot Merger Fee.....\$3,509.00

Encroachment Permit or Easement Fee\$TBD

D. Wastewater

Following ABR approval:

FeeTBD

³ Initial Deposit with actual costs charged at the fully allocated hourly rates of all personnel involved, plus any outside costs.

⁴ Reflects full initial study fee of \$14,747, minus \$14,442 already deposited from the applicant (for a Development Plan) and credited towards the review of this application.

⁵ If prepared by staff. Additional costs if consultant is required (as determined by staff).

⁶ Requires contract with outside consultant. \$8,000 initial cash deposit with actual contract costs plus staff time charged at the fully allocated hourly rates of all personnel involved.

E. Water Supply/Distribution

Following ABR approval:

Backflow Plan Review Fees: \$55.00

Water and Sewer Capacity Charge* TBD

*Depending on fixture count and meter sizing.

Pre-Work Order Inspection Fee \$143.00

Work Order Fees – depending on services and service sizes requested ... TBD

Fire Line Inspection Fee \$614.00

*Due at time of water and sewer service application/work order

F. Transportation Division

Following ABR approval:

Plan Check Fee \$637.00

Waiver Fee (for tandem parking) \$637.00

Traffic Generation Analysis \$637.00

Traffic AMP Benchmark Update- per MFR Unit (\$44 per unit) \$2200.00

Other Fees:

- Records Management - 7% of Planning and Building fees.
- Cashier Services - \$15 per transaction, not charged against fee transactions of less than \$200. Cashier Services Fee is charged against Planning, Building, Public Works, and all other land development fees.
- Convenience Fee - All payments for Community Development permits and fees made with a credit card through the online platform will be charged a convenience fee of 2.65% of the total amounts charged on the credit card as payment of services and permits.

VII. ADVISORY INFORMATION

Items noted as “ADVISORY” are not required to complete your application but are important to be aware of as they may be required at a future date (e.g. prior to building permit issuance) or may impact your project’s consistency with City development standards.

A. Planning Division

Staff Contact: Barbara Burkhart, BBurkhart@SantaBarbaraCA.gov; (805) 560-7587

1. **Geotechnical Study.** The project site is identified as potentially subject to expansive soils and erosion hazards. Submittal of a geotechnical report by a qualified geologist may be required with a building permit application.

2. **Hazardous Waste Sites.** Staff reviewed the submitted information and determined the site **is not** identified as subject to, or next to, current or past soil or groundwater contamination.
3. **Design Review Findings.** In addition to any other considerations and requirements specified in this code, the following findings shall be considered by the Architectural Board of Review when it reviews and approves or disapproves the design of a proposed development project in a noticed public hearing pursuant to the requirements of Chapter 22.68:
 - a. **Consistency with Design Guidelines.** The design of the project is consistent with design guidelines applicable to the location of the project within the City.
 - b. **Compatible with Architectural Character of City and Neighborhood.** The design of the project is compatible with the desirable architectural qualities and characteristics which are distinctive of Santa Barbara and of the particular neighborhood surrounding the project.
 - c. **Appropriate size, mass, bulk, height, and scale.** The size, mass, bulk, height, and scale of the project is appropriate for its location and its neighborhood.
 - d. **Sensitivity to Adjacent Landmarks and Historic Resources.** The design of the project is appropriately sensitive to adjacent Federal, State, and City Landmarks and other nearby designated historic resources, including City structures of merit, sites, or natural features.
 - e. **Public Views of the Ocean and Mountains.** The design of the project responds appropriately to established scenic public vistas.
 - f. **Use of Open Space and Landscaping.** The project includes an appropriate amount of open space and landscaping.
4. **Design Review Compatibility Analysis.** Staff will schedule the project for a compatibility analysis pursuant to SBMC §22.68.045 (ABR) once plans sufficient for design review have been submitted.
5. **Additional Fees.** Please be aware that projects that require a third or subsequent Planning Application review submittal are required to pay one-fourth (¼) of the highest application fee for the project.
6. **Story Poles.** The ABR may require that story poles be installed for this project, as outlined in the [Visual Aids & Story Poles](#) Supplemental Application.

7. **Revisions Threshold.** Per Government Code Section 65941.1(c), an applicant would be deemed to have not submitted a preliminary application if the development proponent revises the project such that the number of residential units or square footage of construction changes by 20% or more. As currently designed, the submitted project is within this 20% threshold.

B. Building & Safety Division.

Staff Contact: Jimmy Martinez, JWMartinez@SantaBarbaraCA.gov; 805-897-2528

The following comments are intended to be advisory in nature to identify any potential deal breakers; this is not a comprehensive plan review. A comprehensive plan review will be performed when the project is submitted for a building permit.

- A. The plans lack sufficient information to perform a review of major potential code issues; at minimum provide the following:
 1. Applicable building codes will be based on the date the project is submitted to Building & Safety for a building permit. Currently, the 2022 California Codes are in effect.
 2. Indicate on plan (when submitted) how pedestrians will be protected (walkways, barricades, signage, etc.) during demolition, and construction as required by the applicable Sections of 3306 (2022 CBC) including Table 3306.1.
 3. Provide a construction waste management plan (when submitted) to show compliance with Section 5.408 (2022 CGBSC) and all applicable subsections. Public works to address weight limitations, routing and traffic controls for the removal of material from the site.
 4. Provide approval of State Storm Water Permit prior to commencement of project. Plans to show compliance with Section 5.106.2 (2022 CGBSC).
 5. Please include a grading plan including sectional views showing fill and removal of soil. Indicate staging areas for soil components: rock, sand, B-base, etc...Indicate staging areas for spoils to be removed per Section 5.408.3 (2022 CGBSC). Indicate erosion control measures per Section 5.106.1.2 (2022 CGBSC) to be utilized for onsite storage of spoils and soils (straw wattles, silt fencing, chevrons, covering(s), etc..).
 6. Indicate on plan (when submitted) the process for the handling of any contaminated liquids (water / sand / dirt) extracted from the site. Indicate the organization / facility engaged for the transportation of contaminated liquids. Public works to address routing and traffic controls for the removal of spoils from the site.
 7. Soils report to be included in plan.
 8. A shoring plan to be submitted concurrently with grading plan. Shoring plan to indicate how project will adhere to Section 3307 (2022 CBC) - Protection of Adjoining Property and all subsections. Written notice shall be provided to the owners of the adjoining buildings advising them that the excavation is to be made and that the adjoining building should be

protected. Said notification shall be delivered not less than 10 days prior to the scheduled starting date of the excavation. Provide letter from soils engineer for substantial conformity for shoring plan.

9. Provide in plan (when submitted) a schedule of all required soils inspections or requirements per any geological studies / soils reports to be conducted by soils technician(s), Geologist(s), or Engineer(s).
10. Grading survey and report will be required before foundations are poured or inspections are requested.
11. Temporary Power plan to be contained within Electrical Sheets. Utility clearance and locations of temporary poles, transformers, equipment (job trailers) to be provided.
12. Job trailers – provide mounting, and seismic restraint details (Require separate permit). Trailers utilized for sales / advertising are required to comply with the applicable sections of Chapter 11B (2022 CBC).
13. Provide Type of construction.
14. Provide actual vs allowable square footage per CBC Chapter 5.
15. Ensure exterior exit stairways will have a minimum fire separation distance of 10' measured at right angles from the exterior edge of the stairway to the adjacent lot per 1027.5 (2022 CBC).
16. Ensure that egress balconies have a minimum fire separation distance of 10' per 1021.4.
17. Highlight on plan the established grade plan and indicate the number of stories above the grade plan as defined in chapter 2 (2022 CBC).
18. Ensure that the size of the elevator will be sufficient to comply with all applicable portions of 3002.4 (ambulance stretcher).
19. Ensure that each required accessible means of egress will be continuous to a public way and shall comply with 1009.2 (2022 CBC).
20. An elevator will be required to be incorporated as part of the accessible means of egress system where an accessible floor is four or more stories above the level of exit discharge per 1009.2.1. Standby power required per 1009.4.1. Area of refuge per 1009.4.2.
21. Sheets P-01 / P-02 – Size of stairway landings to comply with 1011.6. Review and revise as necessary. Landings appear to be close to parking stalls.
22. Ensure maximum travel distance. Delineate and annotate any rated corridors, interior egress stairs and/or, exterior egress stairs.
23. Underground parking structures to comply with applicable Sections of Chapters 4 & 5 (2022 CBC) as well as Section 120.6(c) (2022 CEnC).
24. Project to provide full compliance with Chapter 11B (2022 CBC).

25. Clearly note if the project will be part of the California Tax Credit Allocation Committee (“Committee” or “CTCAC”) which administers low-income housing tax credit programs in affordable rental housing.
26. Provide total accessible vs adaptable dwellings units per CBC 11A or 11B as applicable depending on funding.
27. If privately funded, all adaptable units must comply with CBC 1128A which includes requirements for door widths, accessible routes, bathroom and kitchen designs.
28. **Energy & Green Requirements** – Project to comply with the Mandatory PV & Battery Requirements for New Construction per 140.10(a) & (b) (2022 CEnC).
29. **Energy & Green Requirements** – Considerable changes have occurred to the 2022 California Green Building Code in regard to infrastructure requirements for Electric Vehicle Charging Stations per Section 5.106.5.3 (2022 CGBSC): New construction to provide electric vehicle infrastructure and facilitate electric vehicle charging shall comply with Section 5.106.5.3.1 and shall be provided in accordance with regulations in the California Building Code and the California Electrical Code. It is highly recommended that the design team review applicable code sections prior to submitting construction documents.
30. **Energy & Green Requirements** – Please provide a commissioning plan per Section 120.8 (2022 CEnC) & Section 5.410.2 (2022 CGBSC)
31. **Undergrounding of Utilities:** All utility conductors including electrical service, telephone service and cable television must be placed underground from their point of origin at the utility pole to the service meter or termination point at the structure per the City of Santa Barbara’s Municipal Code Chapter 22.38.
32. Either before or after permit issuance a required onsite pre – construction meeting shall be scheduled. Representatives from the following City Departments shall be present: Building & Safety, Public Works, Planning, Creeks, Transportation.
33. Prior to the start of the project an address must be visible from Grand Ave. & California St. for Emergency vehicles as well as City staff.
34. Provide prominent note on cover sheet containing work hours for project.
35. Please know that projects of this nature are time consuming and may require additional comments.

C. Engineering Division (ADVISORY).

Staff Contact: Michael Cloonan, MCloonan@SantaBarbaraCA.gov; (805) 564-5363

1. **Grading and Drainage Plan.** Verify the adequacy and condition of the (E) Storm Drain Rip-rap Channel and Curb Outlet Drain to California Street.

2. **Public Improvement Preliminary Conditions/Scope of Work.** The scope of your proposal indicates that the following will likely be additional or modified public improvements:
 - a. Dedicate Grand Avenue frontage for Street Easement.
 - b. Study the use of post-construction storm water improvement BMP to California Street.
 - c. Underground all public utilities.
 - d. The proposed Driveway on California Street serving access to the project may require Private and/or Public easements. The point of access on California Street may incur conflicts with existing Utilities not clearly shown on the provided plans and require special attention. Provide a Preliminary Title Report current to within 3 months for accurate identification of Easements encumbering the 2 project parcels.

D. **Wastewater.**

Staff Contact: Mariana Cruz, MCruz@SantaBarbaraCA.gov; (805) 568-1086

1. **Utility Plan.** When applying for a building permit, clearly show all existing (E) and new (N) sewer laterals and mains, along with accurate identification of size, abandonment or protect-in-place, public or private, and connection to the City's (E) public sewer main. Please note all City infrastructure work must be completed per City Standard Details.
2. **Wastewater Improvements.** Any required public improvements/upgrades to the collection system as a result of this project will be the full responsibility of the Applicant and must be completed per City Standard Details. Please confirm the sewer main servicing the project site is private. The City of Santa Barbara's Municipal Code (§14.44.150) requires all work on public sewer mains to be completed by the City's contractor. Please provide fixture calculations to determine if upgrades to the system are required.
3. **Sewer Lateral Inspection Program.** Please note City SLIP requirements may apply to this property. To learn more, please contact SLIP Staff at SLIP@SantaBarbara.gov or 805-568-1082.
4. **Storm Drains.** Only sewer waste is to be discharged into the City sewer system, per SBMC §14.44.060. Storm drains, roof drains, irrigation lines, etc., are prohibited from connecting to any new and/or existing sewer laterals or sewer mains.

C. **Water Supply/Distribution**

Staff Contact: Jeff Becker; (805) 564-5406

Water Distribution Comments

1. Be advised that a hazard assessment or cross-connection survey shall be required to comply with new State regulations. The inspection type shall depend upon your project's complexity and shall determine the need for backflow protection. These inspection(s) are to be completed prior to project Final.
2. Backflow required at residential master meter, irrigation meter, and fire line.
3. There is not adequate space for all the residential meters in the public right of way, a residential master meter will be required to be installed in the public right of way.

Water Supply Comments

4. A City master meter in the public right-of-way is required to serve the private sub-meters. It may only serve residential uses.
5. A dedicated irrigation meter in the public right-of-way is required if the irrigated area exceeds 1,000 square feet.
6. City records indicate there are two existing 5/8" irrigation meters. Please explain why both irrigation meters will be retained given the parcels are proposed to be merged. What will the meters be serving?

Water Conservation Landscape Comments

1. Be advised that all new/revised landscape areas shall comply with the Santa Barbara's Water Efficient Landscape Standards, SBMC §14.23.005. As a mixed use or residential project, 80% of plant material will need to be low water using with <30% ETo.
2. An irrigation plan will also be required during the building permit phase. Find more details at www.santabarbaraca.gov/WELS

D. **Transportation Division.**

Staff Contact: Teresa Sjoting, TSjoting@SantaBarbaraCA.gov; (805) 564-5385

1. **Public Improvements.** New residential, nonresidential, multi-family and mixed-use projects require public improvements to comply with SBMC Chapter 22.44.080. A dedication of easement will be required to meet the dimensions and must be demonstrated on the proposed site plan, civil plans, and landscape plan.

Grand Avenue 50'-0" Right-of-Way. The 50-foot right-of-way on Grand Avenue requires a 6" curb, 4' parkway or tree well area, 6' sidewalk and 0'-6" of "frontage zone", which is usually a buffer on the private property between the back of sidewalk and the closest vertical obstruction. Low walls of 3'- 6" or less may be within the frontage zone.

2. **Work in the Public Right-of-Way.** A separate Public Works Permit is required for all work proposed within the public right-of-way. On the site plan and the project scope of work note “A separate Public Works Permit is required for all work proposed within the public right-of-way (ROW).” The public works permit should be submitted concurrently with the building permit.
3. **Pedestrian Circulation & Access.** On-site pedestrian circulation should be designed to be safe and provide reasonably direct, convenient connections between primary building entrances and the adjacent pedestrian network. Plans shall illustrate pedestrian paths and demonstrate pedestrian circulation and access. Exceptions to these standards may be approved by the design review authority. Consult Building & Safety staff to determine what ADA accommodations are required.
 - a. **Paths to Adjacent Sidewalks and Transit.** Pedestrian paths shall be provided and designed to minimize walking distance from the primary entrances of all buildings to adjacent pedestrian facilities and transit stops.
 - b. **Paths for Properties not Fronting Sidewalk.** For buildings and uses on properties not fronting a public sidewalk, a pedestrian path shall be provided along the main entrance facades of all buildings consistent with through-block pedestrian pathway standards provided in the Pedestrian Master Plan.
 - c. **Paths between Uses.** Pedestrian paths shall be provided between the primary entrances to businesses, uses, and/or buildings on the subject property.
 - d. **Paths Connecting Properties.** Where appropriate, pedestrian paths should be provided connecting adjacent properties and access points coordinated between properties to provide convenient pedestrian links between properties.
 - e. **Security.** Pedestrian paths should provide a sense of security by the addition of lighting consistent with Outdoor Lighting Guidelines.
4. **Traffic Generation Analysis and Consistency with the City’s Traffic Management Strategy.** Transportation staff performed a preliminary trip generation and distribution analysis for the proposed project to convert two vacant parcels to 50 multi-residential units. The City of Santa Barbara’s traffic model was used to determine traffic effects using the model’s specific traffic generation rates, which vary based upon use and location. The proposed project is in Model Area 3 and has an AM Peak Hour Trip (PHT) rate of 26.5 and a PM PHT rate of 24 trips for multi-residential units. The project would result in a net increase. Distributing these trips to the city grid would not use one percent or more of the intersection capacity at the identified future 2030 anticipated impacted intersections (Mission Street and Highway 101 NB Ramps and Carrillo Street and Highway 101 SB Ramps). Therefore, the proposal would not constitute a project specific traffic congestion effect.

5. **Master Environmental Assessment Guidelines for Transportation Analysis.** Per the Master Environmental Assessment Guidelines for Transportation Analysis the proposed project (50 multi-residential units) is presumed to be less than significant as the project is greater than 250 and below 1,000 net vehicle trips generated per day and can be assumed to have the VMT characteristics of the Growth Management Program Development Area (Riviera) below City average.

E. **Fire Department.**

Staff Contact: Aaron Lynn, Fire Inspector II; (805) 564-5724

1. **Emergency Access.** Suitable access for emergency vehicles must be provided, including appropriate slope, all-weather surface, turnaround and maneuvering in accordance with SBMC §8.04.020.
2. **Fire Hydrants.** There are fire hydrants within 500 feet (residential). No additional fire hydrants are required.
3. **Fire Sprinkler.** Fire sprinkler systems require a separate "FIR" permit through the Fire Department in Accela Citizen Access prior to Building Permit issuance.

E. **Environmental Services Division**

Staff Contact: Daniela Rosales, DRosales@SantaBarbaraCA.gov; (805) 991-7741

1. **Capacity.**
 - a. Proposed dumpsters are sufficient for the scale of the project.
2. **Dumpster Recommendation.** For dumpsters, look to incorporate interior curbs on the inside of enclosure walls to reduce damage over time. Please find an interior curb diagram on page 10 of our guide.
3. **Resources.** Our enclosure guide is available here with container dimensions on page 18, dumpster diagrams on page 11 and 15, and requirements for Parking Garages on page 8: www.SantaBarbaraCA.gov/EnclosureGuide.

E. **Creeks Division.**

Staff Contact: Jim Rumbley, jrumbley@SantaBarbaraCA.gov; (805) 603-1399

1. **Storm Water Management Program.** Items (a) through (q) below must be addressed as indicated for each item for this Tier 3 SWMP project.
 - a. Before Design Review Final Approval, revise the grading and drainage plan to clearly demonstrate how storm water from all impervious area on site will be tributary to the proposed storm water improvements. Currently, it is not clear how all roof area and driveway area will reach the proposed storm water chamber system for treatment. No storm water from impervious area may be directed to the proposed permeable pavers on the adjacent lot for treatment.

- b. Before Design Review Final Approval, in the storm water report, use a measured infiltration rate of 0.24" per hour instead of 2.72" per hour. The most conservative measure must be used. The higher measure of 5.2" per hour was taken at a depth of 2' and storm water is not proposed to infiltrate at that depth. The testing must be conducted at the depth where infiltration will occur (i.e., at the subgrade soil of the chamber system). Resize the system and update the chamber sizing output in Appendix D accordingly.
- c. Before Design Review Final Approval, modify the post-project exhibit and impervious area totals on the exhibit and within the body of the report, to accurately represent the features proposed. Currently, permeable pavement is proposed in the exhibit, but no permeable pavement is proposed on the grading and drainage plan sheet.
- d. Before Design Review Final Approval, in the storm water report, include the HydroCAD output results to support the summary data in the peak runoff discharge rate requirement section of the report.
- e. Before Design Review Final Approval, include a cross-section detail for the proposed storm water chamber system and pre-treatment manhole. The detail must demonstrate that the chamber system will be constructed with a level subgrade soil layer. The detail must also demonstrate that it will be sized per the updated chamber sizing output in Appendix D of the storm water report.
- f. Before Design Review Final Approval, modify the proposed permeable paver driveway detail by specifying the proposed make and model of permeable paver. Also, specify the #8 aggregate between the pavers and at the bedding layer will be washed, open-graded, and angular.
- g. Before Design Review Final Approval, on the grading and drainage plan, add invert elevations and slopes of each pipe for the complete drainage system. Also, include inlet and outlet pipe invert elevations for the storm water chambers and associated manholes. Also, include the invert elevation of the outlet pipe on the easement property that directs water offsite, under the sidewalk, to the public right-of-way. Demonstrate that this pipe will not allow storm water required to infiltrate via the proposed permeable paver driveway to leave the site.
- h. For the building permit submittal, include the amount of proposed new impervious area, the amount of proposed replaced impervious area, and the amount of removed impervious area on the plan cover sheet. Make sure to itemize each feature (i.e., provide the square

footage of every improvement individually so it is easier to double check the areas on the scaled site plan).

- i. For the building permit submittal, submit a separate public works permit with plan sheets that demonstrate compliance with the City's SWMP requirements in the Public ROW.
- j. For the building permit submittal, include a description of proposed storm water treatment improvements in the scope of work or project description section of the plan cover sheet.
- k. For the building permit submittal, include the locations of all proposed storm water treatment improvements on the site plan and provide a reference to the details on the Civil sheets.
- l. For the building permit submittal, on the plan sheets (typically Civil sheets) reproduce documentation signed by the property owner stating that the proposed storm water BMPs (list individually) will be maintained pursuant to SBMC §22.87.030. An example statement is available in Appendix I (page 392) of the City's Dec. 2020 Storm Water BMP Guidance Manual.
- m. For the building permit submittal, on the first sheet of the plans submitted for a building permit, adjacent to the list of "Special Inspections and Structural Observations," include a list of the mandatory inspections by the City Building Inspector or City QSP for all storm water post-construction improvements (BMP). List the inspections required for the different construction phases individually for each type of BMP. The list should include critical phases of the construction process when an inspection is necessary to confirm the BMPs are installed correctly. Also, include this text on the plans with the list of required inspections: "Inspections shall be called in by Contractor for inspection 72 hours prior to needed inspection. The City will then route to the QSP Inspector or third-party Company."
- n. Before the City Building Inspector will grant Certificate of Occupancy and finalize the building permit, the Building and Safety Division or their contracted QSP service provider must verify that all post-construction storm water BMPs were installed as approved and that they comply with the City's Tier 3 storm water requirements.
- o. FYI - please recognize that when Planning Application submittals are deemed "complete", this does not mean that the project complies with Tier 3 storm water requirements. Projects must demonstrate compliance with storm water requirements prior to Design Review final approval.

- p. FYI - proposed impervious area is cumulative for two years after certificate of occupancy to prevent “piecemealing” of projects to avoid storm water requirements.

F. Housing and Human Services

Staff Contact: Laura Dubbels; LDubbels@SantaBarbaraCA.gov; (805) 564-5491

Builder’s Remedy projects are required to propose 20% of the total residential units to lower income households as defined in the Government Code. No application for a building permit may be issued until an Affordable Housing Plan is submitted to and approved by the Community Development Director as being complete.

VIII. KEY POLICY CONSIDERATIONS

A. Response Timeline – Documentation.

A Preliminary Housing Application was accepted for this project on November 6, 2023 and would have expired on May 4, 2024. Submittal of the subject application on May 2, 2024 has satisfied the requirement that the development proponent submit a formal application for the project within 180 calendar days of submitting the preliminary application.

This letter constitutes the City of Santa Barbara’s written identification of specific information needed to complete the application. Please note that pursuant to California Government Code, Section 65941.1 (d), the development proponent shall submit said information to the City within 90 days of receiving this letter. If the development proponent does not submit this information within the 90-day period, then the preliminary application shall expire and have no further force or effect.

B. Project Consistency with Objective Standards.

1. City Charter.

The development submitted under this application is in conflict with objective planning standards found in The Charter of the City of Santa Barbara (Charter), [Section 1506](#) (Building Heights. Limitations.) which states that building heights are limited to 30 feet in areas zoned for two family residences. The subject application proposes development spanning two parcels zoned R-2 (Two-Unit Residential) that is over 30 feet in height. This section of the Charter has been in effect continuously since its approval by election held on November 7, 1972.

To be specific, Charter Section 1506 states, “It is hereby declared the policy of the City that high buildings are inimical to the basic residential and historical character of the City. Building heights are limited to 30 feet in areas zoned for single family and two family residences; are limited to 45 feet in areas zoned for residences for three or more families, for hotel, motel and office use; are limited to 60 feet in areas zoned for industrial, manufacturing and other commercial uses; and 30 feet for all other zones. The Council may, by ordinance, set limits of heights less than these maximums. The Council may, by ordinance, set up reasonable methods of

measuring the heights set forth in this section. (Approved by election held November 7, 1972)”

2. **General Plan.** The proposal, at a density of 104 units per acre, is inconsistent with site’s General Plan designation of Medium Density Residential, 12 dwelling units per acre. As noted above, a General Plan amendment is required.
3. **Zoning Map.** The Zoning designation for the site is R-2 (Two-Unit Residential). The project is inconsistent with the allowed residential housing type (two-unit residential) in that multi-unit housing is proposed. Additionally, the project significantly exceeds the maximum allowed density for the site. Density is TBD based on slope information to be provided. Even assuming a slope of less than 10%, which is not likely (City GIS data identifies 18%), the maximum number of dwelling units would be approximately 6 units plus any allowed Accessory Dwelling units, which is significantly less than the 50 units proposed. As noted above, a Zone change is required.
4. **Zoning Ordinance.** The project is inconsistent with (or potentially inconsistent with, based on information provided with your next submittal) the following objective zoning standards for the R-2 zone:
 - a. **Height.** 30 feet allowed, over 80 feet proposed.
 - b. **Front Setback.** 15-20 feet required, less than 15 feet proposed.
 - c. **Open Yard.** TBD.
 - d. **Vehicle Parking.** 95 spaces required, 67 provided.
 - e. **Bicycle Parking.** 50 spaces required, unknown # provided in parking garage.
5. **Access and Parking Design Standards.**
 - a. **Public Improvements** (dimensional standards). TBD.
 - b. **Parking and Access Design.** As currently designed, there are several design issues with the proposed parking configuration (e.g. backing out, and potentially driveway slope, vehicle ramps, and vehicle curves), and it is inconsistent with City requirements. The additional information requested will help us assess all inconsistencies. All proposed parking must comply with the City’s Access and Parking Design Standards and SBMC Chapter 30.175.030 Automobile Parking Requirements.

C. Architectural Board of Review

The project is subject to design review by the Architectural Board of Review (ABR) and is inconsistent with applicable design guidelines, primarily in terms of appropriate building size, mass, bulk, height, and scale; and the use of open space and landscaping (SBMC [Chapter 22.68](#)).

Please review the following for applicable guidelines:

- [ABR General Design Guidelines & Meeting Procedures;](#)
- [Urban Design Guidelines;](#)
- [Outdoor Lighting & Streetlight Design Guidelines;](#)
- [Fence, Screen, Wall and Hedge Guidelines](#)

IX. NEXT STEPS

Submit the required additional information specified in Sections III, IV and VI of this letter online through Accela Citizen's Access, and contact me when you have done so. This information should be submitted within 90 days of the date of this letter, pursuant to California Government Code, Section 65941.1 (d).

X. CONCLUSIONS/GENERAL COMMENTS

Your application has been deemed "incomplete;" however, you may appeal the decision to require additional information. An appeal must be filed at the Community Development Department's Planning and Zoning Counter within 10 calendar days of the date of this letter. The appeal must consist of written notification indicating your grievance with the determination that your application is "incomplete" and the appropriate appeal fee. The appeal will be scheduled for review by the Planning Commission and you will receive notice of the hearing date.

Please be advised that this summary does not constitute a final review. The proposed project may be subject to additional standard City conditions. Revisions to your plans may result in additional comments or requirements.

These comments constitute your first 30-day Planning Application review. If the City does not receive a comprehensive response to this letter within 90 calendar days, your application will be considered expired due to inactivity and the project file will be closed.

If you have any questions, please contact me at BBurkhart@SantaBarbaraCA.gov.

Sincerely,



Barbara Burkhardt,
Project Planner

cc: (sent via e-mail, w/o attachments)
GRAND SANTA BARBARA LLC, socalindustrialequities@gmail.com
Record ID #PLN2024-00181