



City of Santa Barbara

PLANNING COMMISSION

MINUTES

DECEMBER 4, 2025

1:00 P.M.

City Hall, Council Chambers
735 Anacapa Street
SantaBarbaraCA.gov

COMMISSION MEMBERS:

Devon Wardlow, *Chair*
Lucille Boss, *Vice Chair*
Brian Barnwell
John M. Baucke
Donald DeLuccio
Benjamin Peterson
Lesley Wiscomb

CITY COUNCIL LIAISON:

Mike Jordan

STAFF:

Tava Ostrenger, Assistant City Attorney
Megan Arciniega, Senior Planner
Jasper Carman, Commission Secretary

CALL TO ORDER

Chair Wardlow called the meeting to order at 1:03 p.m.

I. ROLL CALL

Chair Devon Wardlow, Vice Chair Lucille Boss, Commissioners Brian Barnwell, John M. Baucke, Donald DeLuccio, Benjamin Peterson, and Lesley Wiscomb

Absent: None

STAFF PRESENT

Allison DeBusk, Community Development Director
Tava Ostrenger, Assistant City Attorney
Ellen Kokinda, City Planner
Jessica Grant, Supervising Transportation Planner
Megan Arciniega, Senior Planner
Ted Hamilton-Rolle, Acting Design Review Supervisor
Brenda Beltz, Planning Analyst
Christopher Bell, City TV Production Supervisor
Janet Ahern, City TV Production Specialist
Jasper Carman, Commission Secretary

II. PRELIMINARY MATTERS

A. Requests for continuances, withdrawals, postponements, or addition of ex-agenda items:

No requests.

B. Announcements and appeals:

Ms. Arciniega announced that Commissioners Baucke and Wardlow were reappointed to their positions by the City Council on December 2, 2025.

Commissioner Wiscomb announced that Tava Ostrenger was promoted to Chief Assistant City Attorney.

C. Review, consideration, and action on the following draft Planning Commission minutes and resolutions:

1. November 6, 2025 Planning Commission Minutes
2. November 13, 2025 Planning Commission Minutes
3. Planning Commission Resolution No. 010-25
Los Patos Underpass Removal Project

MOTION: DeLuccio / Wiscomb

Approve the November 6, 2025 minutes and Planning Commission Resolution No. 010-25 as amended.

The motion carried by the following vote:

Ayes: 6 Noes: 0 Abstain: 1 (Wardlow) Absent: 0

MOTION: DeLuccio / Baucke

Approve the November 13, 2025 minutes as presented.

The motion carried by the following vote:

Ayes: 7 Noes: 0 Abstain: 0 Absent: 0

D. Comments from members of the public pertaining to items not on this agenda:

Public comment opened at 1:06 p.m., and as no one wished to speak, it closed.

Written correspondence from Cherie Mignon, Arnie Cooper, and Paul & Lyn Kreiger was acknowledged.

III. DISCUSSION ITEM

ACTUAL TIME: 1:07 P.M.

SINGLE FAMILY STREAMLINING PROJECT

Application Number: PLN2024-00467

Applicant: Ted Hamilton-Rolle / City of Santa Barbara

Review the proposed Single Family Streamlining Project, including amendments to the Single Family Design Board Ordinance and updates to the Single Family Design Board Guidelines,

along with amendments to Titles 30 and 22 of the Municipal Code. This project aims to simplify the review and approval process for single-unit development projects while also providing much needed Zoning Ordinance clean-ups.

Staff will present an overview of the proposed amendments to Chapters 22.22, 22.68, 22.69, 25.03, and multiple chapters in Title 30 (inland Zoning Ordinance) prior to returning for a formal recommendation to City Council in early 2026.

Ted Hamilton-Rolle, Acting Design Review Supervisor, gave the Staff presentation. Allison DeBusk, Community Development Director; Ellen Kokinda, City Planner; Jessica Grant, Supervising Transportation Planner; and Brenda Beltz, Planning Analyst, were available to answer questions.

Public comment opened at 1:31 p.m., and the following individuals spoke:

1. Derek Booth
2. Ellen Bildsten
3. Cass Ensberg

Written correspondence from Derek Booth, Kevin Dumain, Matt Gries on behalf of the AIA Santa Barbara, and Cass Ensberg was acknowledged.

Public comment closed at 1:42 p.m.

Commissioner comments:

Commissioner DeLuccio:

- Commends staff for an amazing job well done and thinks it is almost perfect.
- Agrees with the input and suggestions shared today and believes a training will make the ordinance successful.
- Would like to see an annual review to gauge impact and results.
- Appreciates that some stages of design review will be condensed with the building permit process, but still maintain the option to bring a project in front of a design review board if needed.
- Understands that the streamlining is necessary due to changes in state law and 5 hearing limit in many cases.
- Great job segregating the Neighborhood Preservation Ordinance findings in regard to findings and streamlining.
- Staff should help design review boards feel more comfortable and confident in their decisions, it would be supportable to have a short staff report or memo if staff felt it would be helpful to the boards and commissions.
- Understands that regulating hedges is hard.

Commissioner Wiscomb:

- Compliments staff for their hard work on this challenging project.
- Agrees with public comment encouraging elimination of vague or ambiguous references such as section 4 of the proposed guidelines stating “in some cases” “may be requested” or “may need to show”. Review to see if firmer language could be used in these scenarios.
- Would appreciate at least an internal review process if not one that returns to the Commission.

- Provide a note on the admin guideline chart to indicate the code section that changes the retaining wall height.
- Define public view explicitly.
- Add explicit definition for story poles especially concerning duration.
- Thanks staff and believes it will help people with projects both with and without permits going forward.

Vice Chair Boss:

- Thanks staff for the proposal as it was a long time coming.
- Appreciates the thorough public outreach and consideration of comments and feedback from everyone.
- Thanks staff for the inclusion of Exhibit C.
- Appreciates the solution to provide options for creative use of home space and conversion. Believes many households will welcome it as household dynamics change and more shared housing is added going forward.

Commissioner Baucke:

- Concurs with fellow Commissioner's comments.
- Commends staff for doing a great job on a continuing work effort.
- Believes that a conversation or review is necessary of the substantial conformance determination in relation to the square footage at a threshold of 15 x 10 or 150 sq. ft as it is significant compared to the original 20 sq. ft. threshold. Staff should review what would be a reasonable number.
- If an applicant wants to change their plans after approval they should have to go back through the review process.

Commissioner Barnwell:

- Agrees with the numbers that the 650 sq. ft unit is not a two-bedroom unit, it is a one bedroom unit or a studio, where the use is restricted by its design. It is for people who are just looking to add a bedroom and a bathroom. It is what used to be referred to as a Granny Unit and previously had requirements so onerous that only 9 passed in 22 years.

Commissioner Peterson:

- Thanks and commends staff for all of their hard work.
- Echoes other Commissioners' comments.
- Supports adding anything else that could be switched from discretionary review to ministerial review as well.

Chair Wardlow:

- Echoes previous feedback from Commissioners.
- Believes this is a great effort towards streamlining and increased ministerial review, the Commission has seen a few projects that would have benefit from this ordinance change already.
- Addresses a lot of questions for the Single Family Design Board.
- Commends staff for their presentation as all questions were answered thoughtfully.
- The Commission is unanimously in support of every aspect of the proposal.
- Reiterates Commissioner Wiscomb's comment regarding the definition of public views.

- Agrees with Commissioner Peterson that if there is anything else that could be included it would be supportable, open to reviewing that when it returns for its first review.

IV. **ADMINISTRATIVE AGENDA**

ACTUAL TIME: 3:42 P.M.

A. Committee and Liaison Reports:

1. Staff Hearing Officer Liaison Report

No report.

2. Other Committee and Liaison Reports

- a. Commissioner Barnwell reported on the December 2, 2025 meeting of City Council.

B. Discussion on Subcommittees and Workshops

No discussion held.

V. **ADJOURNMENT**

Chair Wardlow adjourned the meeting at 3:45 p.m.

Submitted by,



Jasper Carman, Commission Secretary