



Zoning Administrator Staff Report

Agenda Item B.1
Meeting Date: February 28, 2024

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TO: Peter T. Imhof, Zoning Administrator

FROM: Brian Hiefield, Associate Planner

SUBJECT: Proposed Lot Line Adjustment between Two Adjacent Properties at 749 Ward Drive (APN 071-170-088) and 759 Ward Drive (APN 071-170-089); Case No. 23-0003-SUB

RECOMMENDATION:

1. Adopt the Lot Line Adjustment (LLA) and CEQA Findings provided in Attachment A, subject to the conditions included in Attachment D.
2. Approve the LLA Map Exhibit in Attachment B.
3. Accept the CEQA Notice of Exemption in Attachment C.

If the Zoning Administrator takes action other than the recommended action, refer the matter back to staff for the preparation of appropriate findings and conditions.

PROPERTY OWNER

Ed Mark
Property Owner
749 Ward Drive
Goleta, CA 93111

PROPERTY OWNER

Steve Metzler
Property Owner
759 Ward Drive
Goleta, CA 93111

AGENT

Heidi Jones, SEPPS
Agent
P.O. Box 21522
Santa Barbara, CA 93121

REQUEST SUMMARY:

The subject property owners have requested approval of a Lot Line Adjustment (LLA) between two lots (Parcels 1 and 2 of Parcel Map No. 32,058) and a Notice of Exemption (NOE) relative to the LLA. The sites are located in the Coastal Zone in the southeast section of the City, south of Hollister Avenue, at 749 Ward Drive (Parcel 1 of Parcel Map No. 32,058) and 759 Ward Drive (Parcel 2 of Parcel Map No. 32,058). The NOE is requested pursuant to Section 15305 of Title 14 of the California Code of Regulations ("CEQA Guidelines") and the LLA under Goleta Municipal Code ("GMC") §16.02.

JURISDICTION

The Zoning Administrator is authorized to hear this request pursuant to the Goleta Municipal Code, Title 16 (Subdivisions), Chapter 16.01.060. The Zoning Administrator is the final City decision-maker for the project requests relative to the components within the City’s purview, unless this decision is appealed to the City Council. The Project site is located in the Coastal Zone and is currently under the Coastal Act permit jurisdiction of the California Coastal Commission (CCC). The applicant will need to secure approval of a Coastal Development Permit from the CCC before City approval of the Map Clearance for the LLA.

BACKGROUND

The project site consists of two parcels, Parcels 1 and 2 of Parcel Map No. 32,058, which were recorded in Book 66, Pages 15-17 of Parcel Maps in the Office of the Santa Barbara County Recorder on May 17, 2018. A LLA has been proposed to adjust property lines between the properties to simplify existing easements and boundaries and to allow flexible and more fully separate tenant occupancy (e.g., the opportunity to separate/fence the properties for privacy or security). Both property owners have entered into a private agreement authorizing the LLA to occur and have signed the Planning Application form. The existing reciprocal access easements shared between the properties will be updated prior to recordation to reflect the new lot lines. Shared driveway access will remain from Ward Drive for both properties. Both properties are located in the BP General Plan/Coastal Land Use Designation and Zoning District in the Coastal Zone. Chapter 16.13 of the Goleta Municipal Code establishes the process and standards for Lot Line Adjustments.

PROJECT DESCRIPTION

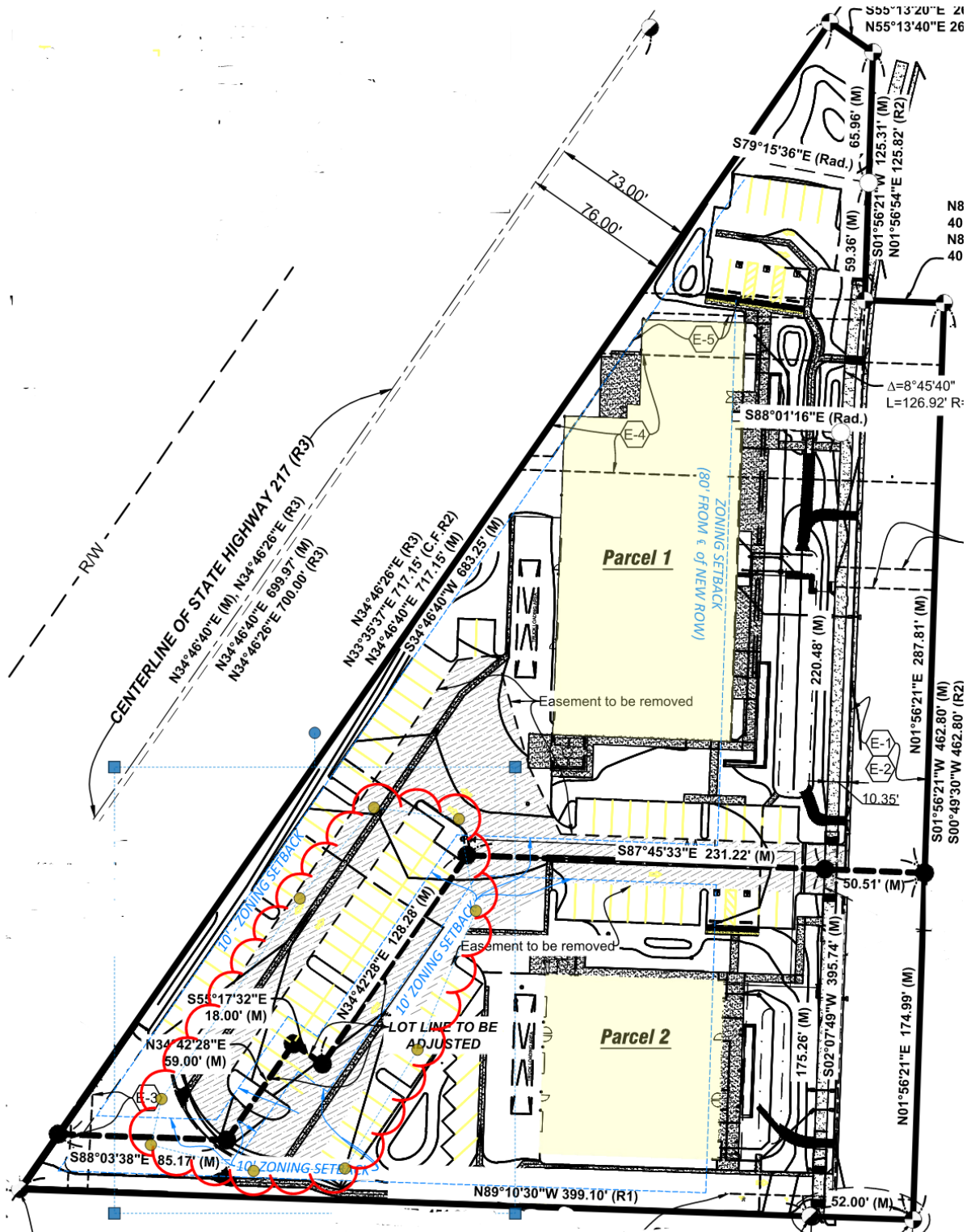
The LLA would transfer approximately 1,797 square feet of land to 749 Ward Drive from 759 Ward Drive. The property at 749 Ward Drive (APN 071-170-088) would increase by 1.9% and 759 Ward Drive (APN 071-170-089) would decrease by 3.3%.

The gross sizes of lots before and after the LLA are noted in Table 1 and Figures 1 and 2 provide the boundary adjustment graphic along with an aerial of the site.

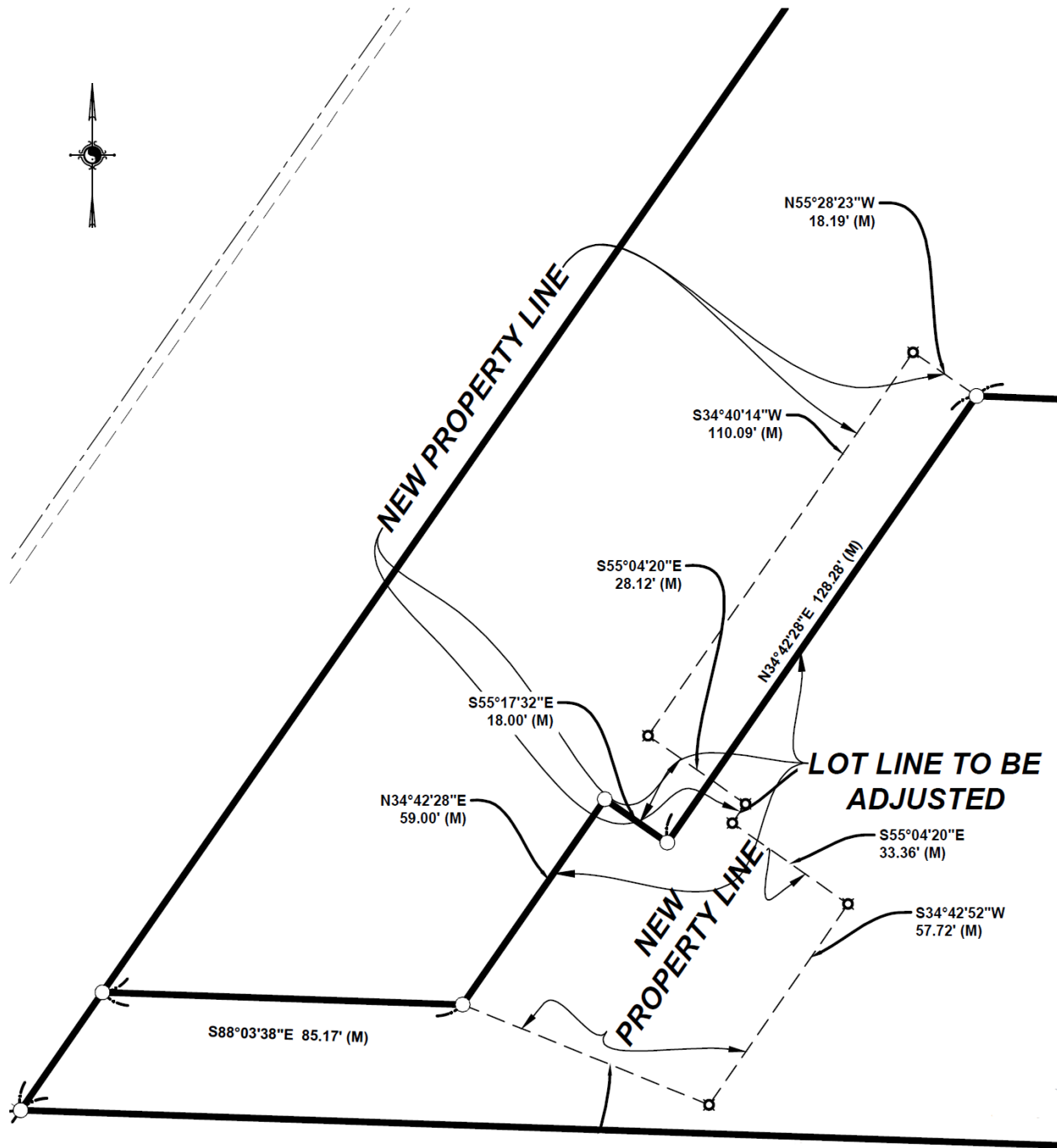
**Table 1:
 LLA Reconfiguration of Lots**

Lot No.	Existing Area (SF)	Proposed Area (SF)	Difference (SF)	Required Lot Size (BP Zone)	Conformance w/ Lot Size	Conformance w/ Setbacks
749 Ward Drive (Parcel 1 on plan)	94,403 (2.17 acres)	96,200 (2.21 acres)	+1,797	1 acre	Yes	Yes
759 Ward Drive (Parcel 2 on plan)	54,588 (1.25 acres)	52,791 (1.21 acres)	-1,797	1acre	Yes	Yes

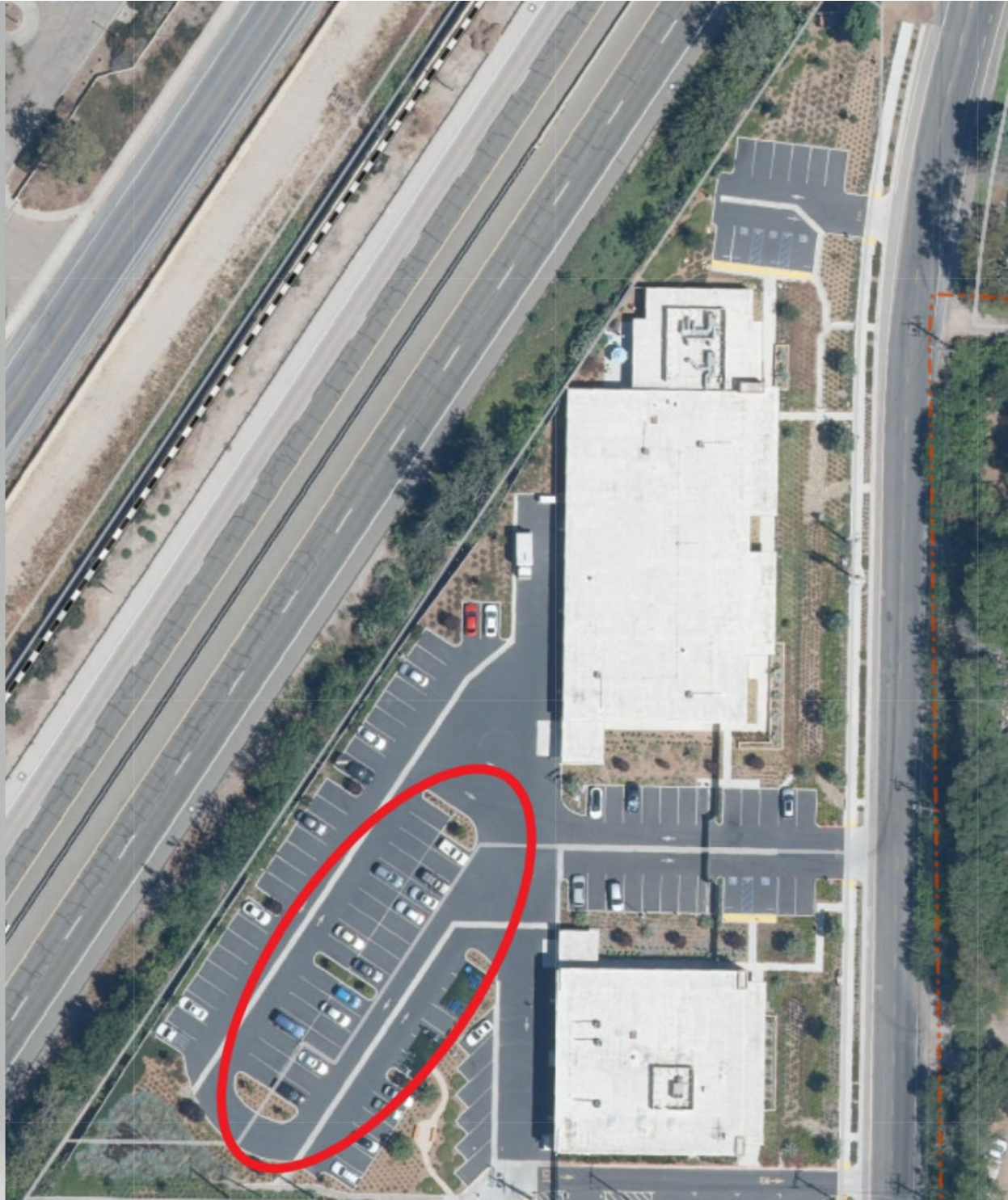
Figure 1:
LLA Plan Identifying Parcels with Existing Lot Lines



**Figure 2:
LLA Plan Identifying Reconfigured Lot Lines**



**Figure 3:
Aerial View of Site with LLA Highlighted Area**



As a result of the LLA, 11 parking spaces will be moving from 759 Ward Drive (Parcel 2) to 749 Ward Drive (Parcel 1) at the southern end of the new lot line. Also, 11 spaces will be moving from 749 Ward Drive (Parcel 1) to 759 Ward Drive (Parcel 2) at the northern end of the new line. Therefore, the parking totals available for each parcel remain unchanged. The buildings are currently vacant so the required amount of parking based on the building use cannot be established at this time. However, the parking ratio for the likely uses based on the BP land use designation (i.e., cannabis cultivation, cannabis testing, cannabis manufacturing, custom manufacturing, limited industrial, and R & D and technology uses, etc.) is one space per 500 square feet of floor area. Using this ratio, there will continue to be ample parking provided onsite with the Lot Line Adjustment. Parking analysis for both lots is noted in Table 2.

Table 2
Parking Analysis for Each Lot

Parcels	Building Sq. Ft.	Existing Spaces	Proposed Spaces	Required Parking (Assuming 1/500 sq. ft)
Parcel 1	17,083.6 sq. ft.	79	79	34
Parcel 2	8,131.5	39	39	16

DISCUSSION

As mentioned above, the parcels were created in 2018 via Parcel Map 32,058. The size of parcels conformed to the City of Goleta standards at the time of creation and are legally conforming. As mentioned above, the property owners wish to adjust the boundary of their lots to simplify existing easements and boundaries and to allow flexible and more fully separate tenant occupancy (e.g., the opportunity to separate/fence properties for privacy or security).

The proposed LLA does not create new nonconforming lots in terms of area as the existing and proposed lots will remain conforming to the minimum one-acre minimum lot size nor is the number of parking spaces that exists on each lot affected. Further, no new developable lots would be created by the adjustments in the lot lines. As mentioned above, the proposed lot line adjustment involves four or fewer parcels (only two parcels), the LLA will not increase the subdivision potential for either lot based on the existing lot area requirements of the applicable zone district, and the LLA will not result in more lots than currently exist (two lots before and after the boundary adjustment). The LLA will not substantially change the amount of area of either lot.

The findings outlined in Section 16.13.040 of the Goleta Municipal Code can be met as outlined in Attachment A. The project is consistent with the General Plan, as the General Plan’s Land Use Element designates the properties Business Park (BP) and both properties are developed with office buildings that will remain consistent with this use. With the adjustment of lot lines, no existing structures will encroach into front, side, and

rear yard setbacks. No structural development is proposed, and the existing buildings will continue to conform to the district's zoning regulations pertaining to setbacks, building coverage, height, and landscaping coverage after the LLA. The site continues to be served by existing utilities.

Following review by the Zoning Administrator, the project will be subject to review and approval by the California Coastal Commission. Following California Coastal Commission approval, the applicant will submit a Map Clearance application and the City of Goleta will review documents for recordation of the LLA.

ENVIRONMENTAL REVIEW

The project is exempt from environmental review pursuant to CEQA Guidelines § 15305 (Minor Alterations in Land Use Limitations). The project site does not have an average slope of greater than 20 percent. The project does not result in any changes in land use or density, as no new structural development is proposed. The project consists of a minor lot line adjustment, which does not result in the creation of any new parcel. Further, the site has no potential value as a habitat area for endangered, rare, or threatened species, given that the site has been substantially developed and is situated adjacent to similar developments within the suburban context.

Moreover, none of the exceptions to the categorical exemptions set forth in State CEQA Guidelines section 15300.2 apply to the project. The exception set forth in State CEQA Guidelines section 15300.2(a), Location Class 11 are qualified by consideration of where the project is to be located. The proposed project is not located in or will have an impact on an environmental resource of critical concern that is designated, precisely mapped, or officially adopted pursuant to law by federal, state, or local agencies given its location and the nature of the site. Section 15300.2(b)'s exception, relating to cumulative impacts, does not apply as there are no other successive projects of the same type in the same place that could result in significant cumulative impacts. Section 15300.2(c)'s exception does not apply because there are no "unusual circumstances" that apply to the project; minor LLAs are not unusual. Section 15300.2(d)'s exception does not apply because the project is not located near any scenic highways. Section 15300.2(e)'s exception does not apply because the project site does not contain hazardous waste and is not on any list compiled pursuant to Section 65962.5 of the Government Code. Finally, Section 15300.2(f)'s exception does not apply because the project has no potential to cause a substantial adverse change in the significance of a historical resource. Additionally, the project site does not contain any identified significant cultural resources and the project does not include any grading.

Consistent with the requirements of the Class 5 exemption and pursuant to CEQA Guidelines §15300.2, Exceptions to the Exemption, the entirety of the project falls within the Class 5 Exemption set forth in State CEQA Guidelines Section 15305.

The proposed NOE is provided as Attachment C.

NOTICE

On February 15, 2024, the public hearing notice was published in the Santa Barbara Independent newspaper and notices were sent to adjacent property owners and tenants within 500 feet. Additionally, the site was posted along the front property lines on February 13, 2024, a minimum of 15 days before the hearing date.

SUMMARY AND CONCLUSION

The Lot Line Adjustment is consistent with Lot Line Adjustment provisions of Chapter 16.13 of the Goleta Municipal Code and both the City's General Plan and Zoning provisions. Further, the proposed LLA can be found categorically exempt from environmental review pursuant to Section 15305(a) of the State Guidelines for Implementation of CEQA. Staff recommends that the Zoning Administrator approve the Lot Line Adjustment with the findings and CEQA exemption attached to this staff report.

APPEALS PROCEDURE

The action of the Zoning Administrator may be appealed to the City Council within 10 calendar days following final action by an applicant or an aggrieved party, pursuant to Goleta Municipal Code Section 17.52.120. Appeals must be filed, and associated fees must be paid within 10 calendar days of the appealable decision.

ATTACHMENTS:

- A. LLA and CEQA Findings
- B. Preliminary LLA Plans
- C. CEQA Notice of Exemption
- D. Conditions of Approval
 - Exhibit 1 – Preliminary Plans