

Board of Architectural Review

2019-2020
WORK PLAN



SEASIDE
CALIFORNIA

Board of Architectural Review

Members Appointed When Adopted

- Kathleen Ventimiglia, Chair
- Keith Mitchell
- Bani Khalsa
- Lisa Sawhney
- Mori Mitsugi

Staff Liaison

- Rick Medina, Senior Planner

Mission Statement

The Board of Architectural Review is the decision-making body of the architectural review process and is responsible for the review of various residential and commercial design proposals, including second-story residential additions, commercial façade changes, new commercial signs, and other design related projects.

Board of Architectural Review

Appointment

The Board of Architectural Review shall consist of five members appointed by the City Council.

Composition of Board of Architectural Review

The Board of Architectural Review shall consist of:

- A licensed architect;
- A licensed building contractor;
- A licensed landscaped architect; and
- Two members-at-large.

Selection of Chair

The Board of Architectural Review shall annually select a Chair from its membership. In making its selections, the members of the Board of Architectural Review shall consider the following guidelines:

- Ability to devote maximum time and effort to the work of the Board of Architectural Review; and
- Experience in conducting public meetings.

Meetings

The Board of Architectural Review shall meet at least once each month on the first and third Wednesday as necessary to fulfill its duties and functions.

Duties and functions

The Board of Architectural Review shall conduct the architectural review process in compliance with Section 17.62.030 (Architectural Review).

Historical Background

The Board of Architectural Review has been responsible for encouraging high quality design to enhance the character of residential neighborhoods in the City of Seaside for more than 30 years.

Fiscal Year 2019-2020 Work Plan

The following work plan goals will be completed between July 1, 2019-June 30, 2020. Planning staff will work collaboratively with BAR members, receiving guidance and input regarding all elements of the work plan.

- Update the Single Family Design Guidelines.
- Update noticing procedures for specific residential projects and commercial projects.
- Update the BAR application, including the landscape checklist
- Update the Drought Tolerant Plant List
- Create an irrigation checklist to comply with the Model Water Efficient Landscape ordinance
- Update Tree Ordinance
- Work with Planning Commission and NIPC to create awards for exemplary residential and/or commercial architectural design.
- The BAR and Neighborhood Improvement Program Commission (NIPC) will discuss criteria and award details at a joint meeting(s).