



# City of Santa Barbara California

## PLANNING COMMISSION STAFF REPORT

**REPORT DATE:** November 23, 2005  
**AGENDA DATE:** December 1, 2003  
**PROJECT ADDRESS:** 500 Fowler Road (MST2005-00764)  
**TO:** Planning Commission  
**FROM:** Planning Division, (805) 564-5470  
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### I. SUBJECT

Recommendations to City Council on Airline Terminal Project Criteria Document (PCD).

### II. BACKGROUND

The Aviation Facilities Plan (AFP) adopted by City Council in 2001 included a number of significant changes to the Airline Terminal to address serious deficiencies in the existing facility and to meet forecasted passenger demand. The Airport Department has begun the initial stages of planning for construction of a new Airline Terminal facility measuring approximately 67,000 square feet, consistent with the recommendations of the AFP. In November 2004, the City Council approved a contract with URS Corporation to develop a Project Criteria Document (PCD) to guide development of the Terminal design.

Implementation of the Airline Terminal Improvement Project began in February 2005. The following is a brief summary of work that has transpired since that time.

#### Kickoff

In February 2005, a kickoff workshop and Airline Terminal tour was held with City Council, Airport Commission, Architectural Board of Review (ABR), Historic Landmarks Commission (HLC), and Planning Commission (PC). The workshop included a discussion of Airline Terminal Planning 101, the proposed project, and a discussion of key issues on which staff needed guidance before the Project Criteria Document could be developed.

A similar workshop was also held with stakeholders that included regional agencies, and Terminal tenants. An informational insert was distributed in the Santa Barbara Independent newspaper. Airport Staff also met individually with various stakeholder organizations.

### Key Issues Guidance

In March, a Design Subcommittee was formed with two representatives each from Airport Commission, Architectural Board of Review (ABR), Historic Landmarks Commission (HLC) and Planning Commission. The Subcommittee met twice in March to refine key issue policy statements for consideration by the full Boards and Commissions and City Council. The draft policies were reviewed by the ABR on April 11<sup>th</sup>, HLC on April 13<sup>th</sup>, and Airport Commission on April 27, 2005.

A workshop was held on April 12, 2005, to provide the general public an opportunity to learn about and comment on the project. Approximately 50 people attended this workshop.

In May, the City Council adopted Resolution 05-042 that provides policy guidance on the following key issues: Santa Barbara Airport Experience, relocation of the 1942 Terminal, passenger loading, building massing, sustainable building, public transit, and accessibility.

### PCD Development/Budget Estimates

In June and July, two independent estimating firms prepared estimates of the conceptual Terminal Program. Staff and the Program Manager (URS) met to review the estimates and make adjustments to the project program to accommodate the budget.

From July through October, the Airline Terminal Design Subcommittee met several times to discuss and make comments on various topic areas of the draft PCD. On November 2, 2005, the Design Subcommittee met and commented on the text of the Draft Project Criteria Document and recommended that it be forwarded to the full Boards and Commissions prior to City Council consideration.

During PCD development, Airport Staff also conducted stakeholder consultations with the following organizations: Southern California Edison regarding the Savings By Design Program, The Sustainability Project, Community Environmental Council, UCSB, City of Goleta, Independent Living Resource Center, Metropolitan Transit District, airlines and rental car companies.

## **III. DISCUSSION**

### Draft Project Criteria Document

The Project Criteria Document (PCD) defines the program requirements and establishes design criteria and guidelines for all facilities needed to accommodate the forecast passenger demand at the Airport in the year 2010. The PCD represents roughly, a 15-20% level of design. It includes drawings, diagrams, and narrative describing the layout and details of the Airline Terminal and supporting facilities.

The PCD provides clear directions for the selected design team as they develop the detailed design and construction documents of the necessary plan components within the established project budget and schedule. Future expansion needs beyond 2010 have been considered in the design and, where applicable, are accommodated in the overall planning of certain key facilities.

#### Summary of PCD Sections

1. Project Overview – Airline Terminal history and development from 1942, when the core of the existing Terminal was built. This section also summarizes the recommendations of the 2002 Aviation Facilities Plan (AFP), including passenger growth forecasts, the need for expanding the Airline Terminal facilities and the overall goals for the project. This section also summarizes the process that was undertaken to prepare and develop the PCD.
2. Policies Guiding Criteria Development – Key issues policies adopted by City Council that will guide the development of the Terminal project.
3. Facilities Program – Program requirements throughout the Airline Terminal complex, including detailed space program for operations, maintenance and administration; and the passenger forecast assumptions used as the basis for programming.
4. Terminal Area – Narrative description of the components of the Airline Terminal area including Terminal buildings, landside development, airside development, passenger departure and arrival process.
5. Project Implementation – Description of ongoing community involvement in the project, and necessary permits and approvals. Also included is information related to construction phasing, rehabilitation of the 1942 Airline Terminal, and a discussion of deferred projects.
6. Related Projects – Background on several projects related to the Airline Terminal Project, but not included in the scope of services of the Terminal Design Team. These projects include an Additional Water Main Loop, Joint Use Rental Car Facility, Long Term Parking Lot 2 (Hollister Avenue), and the Temporary Terminal Project.
7. Project Budget and Schedule – Information on funding, a breakdown of the construction budget, and an overall project schedule.
8. Code Analysis – Review of codes, standards, and regulations to be considered and applied in the detailed design phase of the Airline Terminal Project.
9. Sustainable Design – Overview of opportunities for integrating energy and resource conservation measures in design of Airline Terminal facilities.

10. Design Criteria – Basis of design and guidelines that set forth the performance requirements and level of quality for systems, equipment, and materials to be incorporated into the project.
11. Appendices – Background data and additional drawings used in the development of the PCD.

#### Airline Terminal Design Subcommittee Recommendations

Between July and November 2005, the Design Subcommittee reviewed and commented on the project site and floor plans, and the Draft PCD. Additionally, the Design Subcommittee discussed three related issues during their meetings. The issues were design review jurisdiction, continuation of the Subcommittee through the design process, design review for the public interior spaces of the Terminal, and the future design requirements for Long Term Parking Lot #2.

The Airline Terminal Project involves both new construction and rehabilitation of the 1942 Terminal, a potential City Landmark. Therefore, it was acknowledged that both ABR and HLC will play a significant role in the design review of the Project. The issue of which body should take the lead on design review was discussed. Municipal Code §22.68.040(A) designates design review jurisdiction to the ABR; therefore, the Subcommittee recommended that ABR have the lead for design review. HLC will review and approve the Historic Structures Report for rehabilitation of the 1942 Terminal. However, recognizing the value of HLC's expertise in evaluating the design's consistency with the recommendations of Historic Structures Report, the Subcommittee recommended that HLC review the proposed design at the conceptual and preliminary design phases and provide comments to the ABR.

In reviewing the PCD, the Subcommittee recognized the exterior of the Terminal and interior public spaces need to be compatible in design and materials. Under normal circumstances the ABR and HLC do not have purview over interior building design. However, due to the significance of the Airline Terminal as an important regional public transportation facility and gateway to the community, the Subcommittee recommended that ABR and HLC approve the public interior spaces of the Terminal buildings.

Long Term Parking needs for the Terminal Improvement Project will continue to be met by the existing long term parking facilities: Long Term Parking Lot 1 located adjacent to the Terminal building and Long Term Parking Lot 2 located on Hollister Avenue. Long Term Parking Lot 2 will continue to be used for both Airline Terminal employee parking and long term parking. Long Term Parking Lot 2 will be adequate to serve the Terminal facility in its present location for several years. When parking demand increases to the extent that additional areas of the lot will be needed, some additional paving and lighting upgrades will be required. The Subcommittee recommended that, at the time additional areas of the lot are needed, the lot be designed to meet current City parking lot standards.

Request for Qualification for Architectural Services

A Request for Qualifications (RFQ) for architectural services for the Airline Terminal Improvement Project was distributed on October 21, 2005. The Statements of Qualifications are due November 21<sup>st</sup>.

The RFQ was advertised in local newspapers and the American Association of Airport Executives publications and distributed to the local Chapter of the American Institute of Architects. The RFQ is available on the Airport's website [www.flysba.com](http://www.flysba.com). To date there have been over 200 downloads of the RFQ registered on the website.

Those firms submitting Statements of Qualifications will be short listed. The selected teams will be invited to respond to a Request for Proposals (RFP) and to attend an interview with the Selection Committee. The Selection Committee is comprised of the Airport Director, Community Development Director, Public Works Director, URS Program Manager, and a local retired architect. The tentative schedule is:

12/12/05	Inform short list firms and issue an RFP to those firms
12/21/05	Mandatory pre-proposal meeting with short list firms
1/16/06	RFP response due
Week of 1/23/06	Interview with RFP respondents
Week of 2/6/06	Selection Committee makes selection/notifies firms of selection
2/06	City Council – Selection of architectural team and contract for designs services presented for consideration.

Project Criteria Document Approval

The full Boards and Commissions represented on the Airline Terminal Design Subcommittee will review, comment and make recommendations to Council on the Draft PCD in late November and early December as follows:

Airport Commission	November 16, 2005
Architectural Board of Review	November 28, 2005
Historic Landmarks Commission	November 30, 2005
Planning Commission	December 1, 2005

Tentatively, on December 13, 2005 the Draft PCD will be presented to Council for its consideration.

**IV. RECOMMENDATION**

Staff recommends that the Planning Commission review and comment on the Draft PCD and forward the following recommendations of the Airline Terminal Design Subcommittee to City Council:

1. Approval of the Airline Terminal Project site plan and the Project Criteria Document;
2. ABR will have design review jurisdiction of the Airline Terminal Project consistent with Municipal Code § 22.68.040(A.); HLC will review and approve the Historic Structures Report. Reviews by the HLC will be scheduled at the Conceptual and Preliminary design review phases to provide HLC members the opportunity to provide comments to ABR;
3. The Airline Terminal Design Subcommittee will continue to review and provide comments on the project design as it is developed, allowing another opportunity for HLC members to review and comment on project consistency with the Historic Structures Report;
4. Design of interior public spaces of the new Airline Terminal will be reviewed and approved by ABR and HLC; and
5. Long Term Parking Lot #2 will continue its present use as Long Term Parking and Terminal employee parking. When Terminal parking demand necessitates improvements to the lot, the entire facility will be designed to meet City parking lot standards.

Exhibit: Project Criteria Document for Santa Barbara Airport dated November 9, 2005 (Distributed previously under separate cover)