

ATTACHMENT 5 – CONDITIONS OF APPROVAL

ATTACHMENT 5
ST. PHILIP THE APOSTLE MASTER DEVELOPMENT PLAN
CONDITIONS OF APPROVAL

Department of Planning & Development/Planning Division

1. New development shall conform to the setbacks, height and located as depicted in the Master Development Plan Site Plan dated December 21, 2004.
2. The maximum number of students permitted will be 570.
3. Any increase in enrollment beyond the projected maximum of 570 students shall require the review and amendment to the Master Development Plan.
4. The number of parking spaces provided on site for both the church and ancillary activities, and the school shall be 220.
5. Fencing. Fencing located on site shall not exceed six feet in height. There shall be no fencing on Hill Street on the property line. Fencing connecting the Parish Hall and the existing school shall be setback a minimum of 20 feet from the property line.
6. The applicant shall submit a final Tree Retention and Landscape Plan for review and approval by the Zoning Administrator prior to the issuance of any building permits.
7. All exterior mechanical equipment shall be architecturally screened from view of the Public right-of-way in a manner consistent with Pasadena Municipal Code Section 17.40, subject to review and approval by the Director of Planning & Developments.
8. Night lighting shall be limited to that required to maintain security as determined by the Pasadena Police Department.
9. Light spillage off-site shall be in compliance with Section 17.40.080 Outdoor Lighting.
10. Deliveries and trash pickup shall not occur between the hours of 7:00 p.m. and 7:00 a.m.
11. All dumpsters and trash storage areas shall be screened from public right-of-way.
12. Dust shall be controlled during the construction and demolition phases through the use of watering exposed surfaces or other measures.
13. If any construction is pursued during the rainy season, construction management practices shall be implemented to ensure against soil erosion or transport of mud or sediment laden waters.

14. Construction and demolition activities shall be limited to between the hours of 7:00 a.m. to 7:00 p.m. Monday through Friday, between the hours of 8:00 a.m. and 5:00 p.m. on Saturdays. No construction or demolition activity shall be permitted on Sundays and holidays.
15. All construction materials shall be stored on-site.
16. All construction storage shall be screened from the public-right-of-way.
17. The applicant's project PLN2004-00540, shall meet the conditions of approval and mitigation measures subject to monitoring by the City Condition Monitoring Coordinator. Under the Monitoring Program, your project will be inspected by Code Compliance Staff to determine compliance with the conditions of approval. Required monitoring fees for setup and inspections shall be paid on or after the effective date of this Master Development Plan but prior to the issuance of any building permits for tenant improvements. Contact the Code Compliance staff at (626) 744-6433 to verify the fee. All fees are to be paid to the cashier at the Permit Center located at 175 North Garfield Avenue. The cashier will ask for the activity number provided above. Failure to pay the required monitoring fee prior to initiating the applicant may result in revocation proceedings of this entitlement.
18. Five-Year Review. The applicant shall complete the projects specified during the Specified time period.. At the end of the fifth year, a review will occur showing the accomplishments or completion of the project.
19. The Master Development Plan shall be in effect for ten years.

Department of Planning & Development/Building Division

1. The project drawings shall be prepared under the full supervision of licensed architect and engineers in the State of California.
2. The applicant is to provide complete energy calculation/package in accordance to California Energy Commission publication – First Generation Nonresidential Standards.

Department of Public Works

1. In order to provide for intersection improvements and accommodate American with Disabilities Act (ADA) compliant wheelchair ramps, the applicant shall dedicate to the City, for street purposes, the lands necessary to provide 20-foot radius property line corner rounding at the northwest corner of Hill Avenue and Cordova Street and the southwest corner of Hill Avenue and Green Street.

The applicant shall begin the dedication process prior to the issuance of a grading or building permit, whichever permit comes first, and complete the dedication prior to the issuance of a Certificate of Occupancy. The dedication will require the approval of the City Council. The applicant shall be responsible for all the costs required to complete the dedication.

2. In conjunction with the dedication of the land necessary to provide property line corner rounding, the applicant shall construct improvements consisting of concrete sidewalk, wheelchair ramp, and other necessary related work at the northwest corner of Hill Avenue and Cordova Street and the southwest corner of Hill Avenue and Green Street.
3. Cordova Street was slurry sealed in October 2003 and is a moratorium street. If the street is excavated for utility connections prior to October 2005, re-slurry sealing of the full width of the street along the frontage of the subject property will be required.

Holliston Avenue was slurry sealed in October 2004 and is a moratorium street. If the street is excavated for utility connections prior to October 2006, re-slurry sealing of the full width of the street along the frontage of the subject property will be required.

Excavations in the streets for utility connections shall be as close as possible to each other and the pavement shall be restored contiguously between extreme excavations.

4. The applicant shall close any unused drive approach with standard concrete curb, gutter and sidewalk and shall repair any existing or newly damaged curb, gutter and sidewalk, without cutting the asphalt pavement along the frontages of the subject property prior to the issuance of a Certificate of Occupancy. Sawcutting shall be done along the flow line. Existing street trees shall be protected using the City's Tree Protection Standards available from the Parks and Natural Resources Division (744-4514).
5. The applicant shall construct any new one-way entry/exit drive approach a minimum of 12 feet in width and two-way entry/exit drive approach a minimum of 24 feet in width and a maximum of 26 feet in width, and in accordance with Standard Drawing No. S-403. The existing gutter shall be cut as near the flow line and the paving shall not be disturbed.

6. The project shall comply with the Tree Protection Ordinance (TPO) that provides protection for specific types of trees on private property as well as all trees on public property.
7. If pruning of street trees is required to facilitate the construction of the project, it shall be done by the City's Parks and Natural Resources Division crew. The applicant shall be responsible for the cost of pruning the street trees and submit to the Department of Public Works a deposit, amount to be determined by the Department and subject to refund or additional billing, for the City crew to prune the street trees.
8. The applicant shall plant and maintain, for a period of three years, the officially designated street trees per the City approved master street tree plan, three street trees on the Cordova Street frontage and four street trees on the Holliston Avenue frontage of the subject property, and install an irrigation system for those trees. Locations will be finalized in the field by Department of Public Works staff. Trees must meet the City's tree stock standards and be planted according to the details provided by the Parks and Natural Resources Division. The trees shall be approved by the Forestry Supervisor prior to the issuance of a Certificate of Occupancy. Plans for irrigation system shall be prepared by a landscape architect registered in the State of California and submitted to the Department for review and approval.
9. Plans must be submitted to the Parks and Natural Resources Division for approval showing any structures, irrigation, footings, grading or plantings that impact City street trees. The plans must conform to the Tree Protection Standards which specifically require showing the locations of all existing trees, their diameters and actual canopies as well as any trees to be planted with their canopy at mature size.
10. If drainage patterns are altered, the applicant shall provide an approved method of controlling storm water runoff. Approval shall be made by the Planning and Development Department and the Department of Public Works prior to issuance of a grading or building permit for this site.
11. If the proposed improvement drains to the driveway, the applicant shall construct a non-sump grate drain in the driveway at the back of the sidewalk. The drain shall discharge to the street in a curb outlet approved by the Department of Public Works.
12. This project is subject to the requirements of the City's Storm Water and Urban Runoff Control Regulation Ordinance which implements the

requirements of the Regional Water Quality Control Board's Standard Urban Storm Water Mitigation Plan (SUSMP). Prior to the issuance of any demolition, grading or construction permits for this project, the developer shall submit a detailed plan indicating the method of SUSMP compliance.

13. The existing street lighting system on Holliston Avenue consists of utilitarian lights (mounted on wood power poles) and therefore, does not meet present design standards. In order to improve pedestrian and traffic safety, the applicant shall install a maximum of five (5) new street lights on or near the frontage of the property, including conduits, conductors, electrical service (if necessary), pull boxes, and miscellaneous appurtenant work. The type and hardware shall conform to current policies approved by the City Council, and the locations shall be as approved by the Department of Public Works.
14. Unless otherwise arranged, the applicant is responsible for design, preparation of plans and specifications, and construction of all required public improvements. Plans for the above improvements shall be prepared by an engineer registered in the State of California. Upon submission of improvement plans to the Department of Public Works, the applicant will be required to place a deposit with the Department to cover the cost of plan checking and construction inspection of the improvements.
15. If the existing street lighting system along the project frontage is in conflict with the proposed development/driveway, it is the responsibility of the applicant to relocate the affected street lights, including conduit(s), conductors, electrical services, pull boxes and miscellaneous appurtenant work in a manner that complies with the requirements and receives the approval of the Department of Public Works.
16. A sewer flow analysis, prepared by a civil engineer registered in the State of California, shall be submitted to the Department of Public Works for review and approval prior to the issuance of a demolition, grading, or building permit, whichever permit comes first. The sewer flow analysis shall include sewer flow monitoring at specific locations to be determined by the Department. The sewer flow analysis shall include calculations for the quantities of sewer flow for the pre-development and post-development conditions and determine the impact on all affected City sewerage facilities. The applicant will be required to mitigate any potential sewer capacity deficiency by a method approved by the Department. The applicant shall also be responsible for all costs required in mitigating the potential sewer capacity deficiency, including upgrading existing sewer mains and/or replacing the existing sewer mains with larger mains, including sewers,

downstream of the proposed development. All sewer mitigation shall be completed prior to the issuance of a Certificate of Occupancy.

Alternatively, in lieu of the sewer flow analysis, sewer flow monitoring, and improvements to mitigate any sewer capacity deficiency the applicant may submit to the Department of Public Works a payment of \$7,430 for sewer capacity mitigation based on increased sewer loading, said payment shall be made prior to the issuance of a demolition, grading, or building permit, whichever permit comes first.

17. The proposed development shall be connected to the public sewer by a method approved by the Department of Public Works. The sewer connection shall be 6-inch diameter vitrified clay or cast iron pipe with a minimum slope of 2 percent.
18. The applicant shall submit the following plan and form which can be obtained from the Recycling Coordinator, (626) 744-4721, of the Department of Public Works for approval prior to the request for a building permit:
 - a. C & D Recycling & Waste Assessment Plan – Submit plan prior to issuance of the grading permit. A list of Construction and Demolition Recyclers can be obtained from the Recycling Coordinator.
 - b. Monthly reports must be submitted throughout the duration of the project.
 - c. Summary Report with documentation must be submitted prior to final inspection.

A security performance deposit of three percent of the total valuation of the project or \$30,000, whichever is less, is due prior to permit issuance. This deposit is fully refundable upon compliance with Chapter 8.62 of the Pasadena Municipal Code. A non-refundable Administrative Review fee is also due prior to permit issuance and the amount is based upon the type of project.

19. The applicant shall advertise the availability of salvage materials. A listing can be made at no charge in the CALMAX Quarterly Catalog at www.ciwmb.ca.gov/CALMAX or through LACOMAX at

www.dpw.co.la.ca.us/epd/lacomax or through preservation groups or web or newspaper advertising.

20. The project shall be subject to the use of deconstruction techniques. A deconstruction manual is available free of charge by downloading it from www.ciwmb.ca.gov/publications or by requesting a copy from the Recycling Coordinator, (626) 744-4721, of the Department of Public Works.
21. Past experience has indicated that projects such as this tend to damage the abutting street improvements with the heavy equipment and truck traffic that is necessary during construction. Additionally, the City has had difficulty in requiring developers to maintain a clean and safe site during the construction phase of the development. Accordingly, the applicant shall place a \$10,000 deposit with the Department of Public Works prior to the issuance of a building or grading permit. This deposit is subject to refund or an additional billing, and is a guarantee that the applicant will keep the site clean and safe, and will make permanent repairs to the abutting street improvements that are damaged, including striping, slurry seal/ resurfacing, curb, gutter, and sidewalk, either directly or indirectly, by the construction on this site.
22. All costs associated with these conditions shall be the applicant's responsibility. Unless otherwise noted in this memo, all costs are based on the General Fee Schedule that is in effect at the time these conditions are met. A processing fee will be charged against all deposits.

Department of Transportation Conditions

The Department concurs with the traffic study that project does not exceed the City's significance thresholds for traffic impacts at nearby intersections on street segments. However, the project will result in an increase of daily traffic of 1.9 percent on Holliston Avenue north of Cordova Street and 1.1 percent on Holliston Avenue north of Del Mar Boulevard. In accordance with the City's established guidelines, this traffic increase is subject to the following conditions:

1. **City-wide Traffic Monitoring Network Program:** The applicant shall pay \$5,000 for system deployment of the Citywide Traffic Monitoring Network in the project vicinity prior to the issuance of the first building permit in Phase 1.

2. **In-Roadway Lighted (IRWL) crosswalks at Green Street/Holliston Avenue and Cordova Street/Holliston Avenue:** IRWL crosswalks shall be installed at two locations near the project to mitigate the project impacts by enhancing safety and encouraging pedestrian activities. St. Philips may choose to:
 - a. Pay the City for design and installation (amount not to exceed \$35,000 each); or,
 - b. Retain a professional engineer to design and install the IRWL crosswalks in accordance with the City's standards and subject to City review of plans and inspection.
- 2.1 **IRWL Crosswalk at Green Street/Holliston Avenue:** Should the Applicant choose to retain a private contractor to install the crosswalk, installation shall be completed prior to the issuance of a Certificate of Occupancy for Phase 2. Should the applicant choose to pay the City to design and install the IRWL crosswalk, funding shall be received prior to the issuance of a building permit for demolition of the old Parish Hall with an estimated start date of August 2006. In order to ensure compliance, this condition should be reviewed in August 2006.
- 2.2 **IRWL Crosswalk at Cordova Street/Holliston Avenue:** Funding for the improvement will be required four years from the date of the Master Development Plan certification unless the school population is less than 520 students at said time. (Amount not to exceed \$35,000.)
3. The applicant will provide 10 bicycle parking spaces, five adjacent to the Church and five adjacent to the school.

Fire Department

1. The required fire flow and any requirements to provide or upgrade existing fire hydrants will be determined at the time of formal plan review.

**MEMORANDUM - CITY OF PASADENA
DEPARTMENT OF TRANSPORTATION**

DATE: June 21, 2005

TO: Millie de la Cuba, Principal Planner
Planning and Development Department

Carol Hunt-Hernandez, Planner
Planning and Development Department

FROM: Eric Shen, Transportation Planning & Development Manager
Department of Transportation

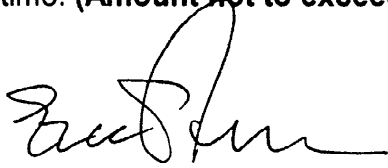
RE: St. Phillips School and Parish Master Development Plan
83-155 South Hill Avenue

The Department of Transportation received a correspondence from Stuart Galloway, a representative of St. Phillips, on June 20, 2005. Mr. Galloway provided information about the proposed phasing for the project and requested a change in the staff conditions based on the phasing plan (see Attachment 1).

The Department of Transportation has reviewed the planned phasing for the project and recommends the following mitigation measures in lieu of the mitigation measures contained in the Traffic Impact Analysis acceptance letter (dated April 18, 2005, see Attachment 2).

1. **City-wide Traffic Monitoring Network Program:** The applicant shall pay **\$5,000** for system deployment of the Citywide Traffic Monitoring Network in the project vicinity prior to the issuance of the first building permit in Phase 1.
2. **In-Roadway Lighted (IRWL) crosswalks at Green Street/Holliston Avenue and Cordova Street/Holliston Avenue:** IRWL crosswalks shall be installed at two locations near the project to mitigate the project impacts by enhancing safety and encouraging pedestrian activities. St. Phillips may choose to:
 - a. Pay the City for design and installation (**amount not to exceed \$35,000 each**); or,
 - b. Retain a professional engineer to design and install the IRWL crosswalks in accordance with the City's standards and subject to City review of plans and inspection.

- 2.1 **IRWL Crosswalk at Green Street/Holliston Avenue:** Should the applicant choose to retain a private contractor to install the crosswalk, installation shall be completed prior to the issuance of a Certificate of Occupancy for Phase 2. Should the applicant choose to pay the City to design and install the IRWL crosswalk, funding shall be received prior to the issuance of a building permit for demolition of the old Parish Hall with an estimated start date of August 2006 (see Attachment 1). In order to ensure compliance, this condition should be reviewed in August 2006.
- 2.2 **IRWL Crosswalk at Cordova Street/Holliston Avenue:** Funding for this improvement will be required four years from the date of the Master Development Plan certification unless the school population is less than 520 students at said time. **(Amount not to exceed \$35,000.)**



ERIC C. SHEN
Transportation Planning & Development
Manager

Attachment 1: Correspondence from Stuart Galloway dated 7/20/2005
Attachment 2: Acceptance of the Traffic Impact Analysis dated 4/18/2005

**ATTACHMENT 6 - RESOLUTION ESTABLISHING
THE ST. PHILIP THE APOSTLE MASTER DEVELOPMENT PLAN**

Introduced by Council Member

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF
THE CITY OF PASADENA**

**FOR ST. PHILIP THE APOSTLE CHURCH AND SCHOOL MASTER
DEVELOPMENT PLAN**

WHEREAS, the proposed Master Development Plan for St. Philip The Apostle Church and School has been considered at a public hearing before the Planning Commission on June 22, 2005; and

WHEREAS, the Planning Commission on June 22, 2005, recommended adoption of such Plan, and the City Council adopted such Plan on July 18, 2005; and

WHEREAS, the proposed net new addition to the school and church is 31,453 square feet; and

WHEREAS, the proposed Master Development Plan for St. Philip The Apostle Church and School is consistent with the Comprehensive General Plan; and

WHEREAS, the City duly provided notice of its intent to adopt a Negative Declaration for the Master Development Plan by posting the NOI at the County Clerk's office from May 20, 2005 to June 8, 2005, and from June 29 to July 18, 2005

WHEREAS, a duly noticed public hearing was held by the Planning Commission on June 22, 2005, on the proposed Master Development Plan at 83-115 South Hill Avenue and 112-113 South Holliston Avenue; and

WHEREAS, a duly noticed public hearing was held by the City Council on July 18, 2005, on the proposed Master Development Plan;

NOW, THEREFORE, BE IT RESOLVED that the Initial Study and Negative Declaration prepared for this Master Development Plan, and all comments received during the public review process, were reviewed and considered in approving the Master Development Plan. The City Council finds, on the basis of the whole record before it (including the Initial Study and all comments received), that there is no substantial evidence that the Master Development Plan will have a significant effect on the environment, and the Negative Declaration reflects the City's independent judgment and analysis. The Negative Declaration is hereby adopted. The custodian and location of all documents constituting the record of proceeding upon which this decision is based is as follows: Carol Hunt Hernandez, Planning and Development Department, 175 N. Garfield Avenue, Pasadena, CA 91101-1704, (626) 744-6768. The City Clerk is authorized and directed to file a Notice of Determination with the Clerk of Los Angeles County within five working days.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council adopts the Master Development Plan for St. Philip The Apostle Church and School, as shown on Attachment 4 attached hereto and incorporated herein by reference.

Adopted at the _____ meeting of the City Council on the _____ day _____ 2005, by the following vote.

AYES:


NOES:

ABSENT:

ABSTAIN:

Jane L. Rodriguez
City Clerk

APPROVED AS TO FORM:



Theresa E. Fuentes
Deputy City Attorney