

Agenda Report

TO: CITY COUNCIL

DATE: NOVEMBER 20, 2006

FROM: CITY MANAGER

SUBJECT: MAYFIELD SENIOR SCHOOL – 500 BELLEFONTAINE STREET
MASTER DEVELOPMENT PLAN AND ZONE CHANGE & GENERAL
PLAN AMENDMENT FOR AN ADJACENT RESIDENTIAL PARCEL (465
ORANGE GROVE CIRCLE) PROPOSED TO BE INCORPORATED INTO
THE SCHOOL CAMPUS

RECOMMENDATION:

It is recommended that the City Council:

1. Approve the Initial Environmental Study and Mitigated Negative Declaration (Attachment 5) ;
2. Approve the De Minimis Impact Finding on the State Fish and Game (Attachment 6);
3. Find that the proposed zone change from RS-4HD (Single-Family Residential, 4 units per acre, Hillside Overlay District) to PS (Public, Semi-Public) and amendment to the General Plan land use designation from Low Density Residential, 0-6 units per acre to Institutional, for the parcel located at 465 Orange Grove Circle are consistent with the goals, objectives and policies of the General Plan Land Use Element, and the purposes of Chapter 17.26 (Special Purpose Zoning Districts) of the Zoning Code (See Attachment 9); and;
4. Find that the proposed Master Development Plan is consistent with the required procedures and findings pursuant to Section 17.61.050 of the Zoning Code, and approve the proposed new Mayfield Senior School Master Development Plan (MDP) subject to the Conditions of Approval (Attachments 1 and 4);
5. Adopt a resolution amending the General Plan Land Use Diagram for 465 Orange Grove Circle from Low Density Residential, 0-6 units per acre to Institutional (Attachment 8);

6. Direct the City Attorney to prepare an ordinance amending the Zoning Map from RS-4HD to PS for 465 Orange Grove Circle and a resolution adopting the Mayfield Senior School Master Development Plan within 60 days; and
7. Direct the City Clerk to file a Notice of Determination and a Certificate of Fee Exemption for the California Department of Fish and Game, with the Los Angeles County Recorder (Attachment 7).

Planning Commission Recommendation

The Planning Commission held a public hearing on October 25 2006, and adopted the staff recommendation with an 8-0 vote. The Commission recommended amending Condition of Approval #25 – to require that city staff review the on-site parking demand prior to each proposed increase of student enrollment to ensure that the school has either created additional on-site parking or instituted a carpool plan that reduces parking demand. Staff concurs with this amendment and it is reflected in the attached Conditions of Approval (Attachment 4.)

EXECUTIVE SUMMARY

Mayfield Senior School has proposed a ten-year plan to improve their campus facilities and vehicle circulation. Mayfield Senior School has operated at 500 Bellefontaine Street since 1950. The three phase Master Plan includes renovation of existing facilities, parking lots and grounds; demolition of the Carriage House; construction of a new 35,000 square foot Educational Center building; a 1,060 square foot addition to Pike Auditorium; construction of a 1,000 square foot Maintenance building; reconfiguring the traffic circulation into and out of the campus; and acquisition and demolition of an adjacent single family house (465 Orange Grove Circle) to create a site for the new Educational Center building. A ten percent increase in enrollment from 300 to 330 students is proposed.

In addition to a Master Development Plan, the project includes a zone change and General Plan amendment for the conversion of the property at 465 Orange Grove Circle from single family to school use. The current owners reside at the house and will be moving when the sale is completed.

BACKGROUND

Mayfield Senior School's original ten-year MDP was adopted in November 1986, and has been extended twice: first for an additional five years until November 2001, and then for an additional two years until November 2003. The projects included in the original MDP have been completed to date.

In December 2004, the school submitted a proposal for a new MDP. At that time, the project proposed incorporating 484 Bellefontaine Street into the campus and reuse of

the single-family home on that site for administrative use for the school. Two main campus buildings were proposed – for Multi-purpose and for Fine Arts and Music. Following review by the Design, Historic Preservation and Planning Commissions, Mayfield Senior School withdrew and revised their application.

The revised Master Plan proposal was submitted in August 2006. The revised application no longer proposes to use 484 Bellefontaine Street for campus use and instead uses 465 Orange Grove Circle. Demolition of the house on Orange Grove Circle allows for one new Educational Center building, instead of the two buildings proposed by the previous MDP application.

The existing campus consists of 325,506 square feet (7.5 acres) of land area. There are five existing administrative and classroom buildings with a total of 78,152 square feet of floor area, with a footprint of 40,260 square feet. There are a total of 141 on-site parking spaces. Based on the number of students and faculty/staff, the zoning code requires a minimum of 94 parking spaces.

The existing land uses surrounding the school campus on all sides are single-family residences and also a multi-family residential development to the east (a 48-unit condominium complex at 885 South Orange Grove Boulevard).

PROPOSED MASTER DEVELOPMENT PLAN COMPONENTS

1. Strub Hall (Eagle Mansion) Interior Renovation

Strub Hall is the main campus building. It was constructed between 1917 and 1919 as a 23-room single-family residence. In 1950 it was purchased by Dr. Charles Strub for the purpose of donating it to Mayfield Senior School. In 1954, a new wing was added to the south side of the building for use as a residence for the resident nuns. The same year an auditorium was constructed to the north of the building and attached to Strub Hall with an arcaded corridor.

The MDP proposes to renovate the interior of the four-story, 39,647-square foot main structure on the school campus. The renovation will bring the existing education spaces on the first, second, third and basement (24,834 square feet) of the 1919 residence to state-of-the-art condition. The central, historic areas of the building on the second and third floors (7,823 square feet) will be preserved. The existing fourth floor (attic level 3,340 square feet) will be converted from residential use (used by resident nuns) to educational use and renovated, and limited to office use. A new elevator will be added on the exterior west side of the building.

2. Demolition of the Carriage House

The Carriage House is a two-story, 3,372-square foot building located on the east side of the campus. This building was originally constructed as part of an estate on south Orange Grove that no longer exists. The building's layout is not easily adaptable for the desired classrooms. This site will be used for the new Educational

Center Building. Staff concurs with the findings of an experienced architectural historian who recently evaluated the property and assigned the building with a “6Z” status code (ineligible for historic designation). (See Attachment 10)

3. New Educational Center

A new 34,782-square foot, two-story plus basement building for Fine Arts, Music and Multi-purpose in the location of the existing Carriage House and 465 Orange Grove Circle residence.

4. Expansion of the campus to adjacent parcel (465 Orange Grove Circle) and demolition Incorporating this parcel to the school campus will require a zone change from RS4-HD (Single-Family Residential, 4 units per acre, Hillside District) to PS (Public, Semi-Public) and an amendment to the General Plan land use designation from Low Density Residential to Institutional. The campus area will increase from approximately 7.5 acres to nearly 7.77 acres with the inclusion of this property to the school. Mayfield School intends to use this structure for either residential rental or temporary classrooms during Phase I and II of the Master Development Plan and demolish the structure to allow the new Educational Center to be built during Phase III.

5. Traffic Reconfiguration

The existing vehicular circulation on campus will be re-organized to provide for drop off and pick up from Bellefontaine and two-way traffic from Grand Avenue. The thru traffic on campus will be eliminated. This will alter the existing circulation pattern and will improve vehicular circulation and improve safety. A new entrance gate will be located on Bellefontaine Street just west of the existing gate. The existing historic gate will become the exit gate. A circular drive for drop off and pick up will be located in this area, along with guest and administration parking spaces.

The existing one-way exit drive off Grand Avenue will be made into a one-way entrance into campus. The existing historic gate will remain. A new exit drive with a simple gate will be added just to the north of the historic gate. A small guardhouse (200 square feet) will be located near the entry and exit driveways. The existing campus road will be widened to accommodate two-way traffic and will lead to an expanded parking lot on the north side of campus that will accommodate 68 parking spaces. The resulting total number of spaces throughout the campus will be 127 spaces.

6. New Maintenance Building

A new one-story 1,000-square-foot maintenance and storage building on the northwest corner of the campus is proposed, with two parking spaces adjacent.

7. Addition to Pike Auditorium

A 1,060 square foot addition to the east side of Pike Auditorium.

8. Relocation of Existing Pergola

The existing pergola will be relocated from the east side of campus adjacent to the Carriage House to the south side of the main court just east of Strub Hall.

9. Reconfiguration of lower student and faculty parking lots

The existing student surface parking lot will be reconfigured and expanded from 51 student spaces to 68 student and faculty/staff parking spaces. The total number of parking spaces on the Mayfield campus will decrease from 141 spaces to 127 spaces.

10. Increase in Enrollment

The proposed new MDP will increase the student enrollment from 300 students to 330 students over the life of the MDP.

COMMISSION REVIEWS AND RECOMMENDATIONS (Attachment 2)

On October 9, 2006, the Design Commission reviewed and provided advisory comments on the revised Master Plan. After holding two meetings and a site visit on June 20 and July 5, 2005, the Historic Preservation Commission provided advisory comments on the original Master Development Plan submission.

NEIGHBORHOOD MEETING

The City held a neighborhood meeting on September 25, 2006 to discuss the revised project. Issues raised at this meeting included:

- Traffic impacts on Bellefontaine Street of the revised drop-off and pick-up plan – *Staff has evaluated this circulation plan and determined that it is safer than the existing plan. The traffic study recommended seven traffic mitigation measures to address this impact.*
- Adequacy of the setbacks of the new Educational Center from Orange Grove Circle – *the new building will be setback a minimum of 15 feet from Orange Grove Circle and will also be subject to an encroachment plane which slopes upward and inward toward the site at a 45-degree angle. The result is that as the building gets taller, the setback must be greater than 15 feet.*
- Distance of new circular driveway from homes on Bellefontaine Place – *The new driveway is approximately 50 feet from the property line and will be screened by existing and additional landscaping.*
- Whether the single-family house owned by Mayfield Senior School at 484 Bellefontaine Street should be required to be sold – *The house will remain zoned for only single-family residential. The plan does not require that the Mayfield sell the house. It can continue to be rented out as a single-family house, but not used for any school activities.*

- Need for a 4-way stop sign at the intersection of Grand Avenue and Bellefontaine Street – *The traffic study determined that this intersection does not meet the required warrants for a stop sign.*
- Parking for special events – *For special events like graduation, Mayfield makes arrangements with Westridge School for overflow parking.*
- Concern about the appearance of the new gates – *The new gates will be subject to staff-level design review to ensure compatibility with the existing gates and with the Bellefontaine Neighborhood Landmark District.*

The school also met separately with the residents and property owners who reside in the surrounding neighborhood, in groups as well as on an individual basis. Attachment 3 is the correspondence received on the revised project.

ANALYSIS OF ISSUES

Zone Change and General Plan Amendment of 465 Orange Grove Circle property

Part of the proposed amendment to the Master Development Plan is the expansion of the school campus onto an adjacent parcel located on the southeast side of the campus. In order for the school to demolish this house and use this site for the Educational Center, a zone change from RS-4HD (Single-Family Residential, 4 units per acre, Hillside Overlay District) to PS (Public, Semi-Public), and an amendment of the General Plan land use designation from Low Density Residential (0-6 units per acre) to Institutional are necessary.

Orange Grove Circle is a private street which intersects just south of Bellefontaine Street off Orange Grove Boulevard. 465 Orange Grove Circle is adjacent to Mayfield Senior School on two sides. The house at 465 Orange Grove Circle was built in 1954 and was remodeled in 1963 and 2001. The architect is unknown. It appears to be ineligible for historic designation. Demolition of the house would have no effect on historic resources.

The proposed incorporation of the 465 Orange Grove Circle property to the school campus would be the first expansion of Mayfield School boundaries since 1972. Mayfield Senior School was established at its present site in 1950 when the Strub family, purchased it for the purpose of donating it to the Mayfield School as a campus for the senior school. In 1960, the school purchased the Warner Estate on South Orange Grove, but in turn sold it in 1972 in order to provide a financial base for the school. However, the school retained a small portion that includes the Carriage House on the rear of the Warner Estate. The conditions of approval including height limits and setbacks and a prohibition of vehicular access from Orange Grove Circle ensure compatibility with the surrounding land uses.

Recommended Conditions of Approval: No vehicular access to the Mayfield School campus will be permitted from Orange Grove Circle. Setbacks and height limits for the new structure mirror the surrounding single-family zoning requirements.

Master Development Plan Issues

The purpose of a Master Development Plan is to: establish a procedure which reduces processing time and uncertainty by consolidating several Conditional Use Permit hearings over an extended period of time; and ensure orderly and thorough City review of expansion plans for certain public or semi-public and open space uses, resulting in more compatible and desirable development.

Attachment 1 is the revised Master Development Plan 2006, and Attachment 4 is the Conditions of Approval for various aspects of the MDP.

Demolition of Carriage House

Located in the southeast corner of the Mayfield Senior School campus, the Carriage House was associated with the Sunnycrest estate located at 891 South Orange Grove Boulevard. The Sunnycrest estate was demolished in 1926 and in its place, a Spanish Colonial Revival Style residence designed by Marston, Van Pelt & Mayberry was built. The Carriage House from the Sunnycrest estate was retained. Mayfield Senior School purchased the property in 1960 but sold all of it in 1972 except for the rear portion where the Carriage House is located. The 1926 house was demolished and a new 48-unit condominium development was built. Staff concurs with the findings of an architectural historian who recently evaluated the property with a "6Z" status code (ineligible for a historic designation). The findings of the architectural historian are that the Carriage House does not meet the criteria for landmark designation because it was ancillary to a primary structure that no longer exists, and it was not used as a place of residence or business by the historical characters that owned or resided in the property to which it once belonged. The building has also been altered on the exterior. (See Attachment 10.)

New Construction of Educational Center Building

The Design Commission and neighbors of Mayfield School have expressed concerns about the proximity of the new construction of the Educational Center to Orange Grove Circle.

Recommended Conditions of Approval: The new Educational Center building shall not exceed 36'0" in height and shall not compete with the historic Strub Hall. Setbacks – a minimum of 15'0" shall be provided from the south property line and 15'0" from the east property line. An encroachment plane shall be provided which slopes upward and inward to the site at a 45-degree angle, commencing six feet above the existing grade

at the both the south and east property lines. These heights and setbacks are patterned after the rules for the surrounding single-family residential district.

Because the Educational Center exceeds 25,000 square feet, design review will be conducted by the Design Commission. During that process the City will work with Mayfield Senior School to insure that the architects for these buildings have a regional reputation in using the Secretary of Interior Standards and in designing new buildings in complex historic settings.

Reconfiguration of Traffic Circulation

In March 2005 and April 2006, the Department of Transportation recommended five conditions of approval for the Mayfield Senior High School Master Development Plan. These conditions were based upon assumptions contained in the Traffic and Parking Study dated December 2004 and April 2006. Following extensive neighborhood outreach during the summer of 2006, Mayfield Senior High School has made some significant changes to the site plan and is also requesting an increase in student enrollment. These changes have been analyzed in a revised Traffic Impact Study (Attachment 5). Based on this new information, the project will result in two street segment impacts, including a four percent traffic increase on California Boulevard and a 3.5 percent traffic increase on Grand Avenue. To address these impacts, the Department of Transportation recommends seven traffic mitigation measures which are incorporated into the Conditions of Approval (See Attachment 4.) These conditions include: only right turns permitted into and out of the Bellefontaine driveways during drop-off and pick-up, no parking signage along Bellefontaine and to the west of the driveway during afternoon drop-off hours, funding of speed hump retrofit on Grand Avenue and funding the Citywide Transportation Performance Monitoring Network project.

Trees and Campus Landscaping

An inventory of existing trees prepared by the applicant for the entire campus indicates that there are a total of 252 trees, including those that are on the 465 Orange Grove Circle property that is proposed to be incorporated to the campus. Of the total 252 trees, 14 are public trees and 238 are private.

One public tree is proposed for removal, a 7-inch diameter Camphor that is in the location of the new driveway on Bellefontaine Street. Among the 238 private trees, 33 are proposed to be removed; two of these are protected – a 15-foot tall Senegal date palm (*Phoenix reclinata*) located on the 465 Orange Grove Circle property and a 46-foot tall California fan palm (*Washingtonia filifera*.) The applicant will be required to relocate these trees elsewhere on campus. The other 31 trees proposed for removal are not protected. They are located throughout the 7.77-acre school campus. The proposed

removal of each tree shall be evaluated according to the criteria provided by the City of Pasadena's Tree Protection Ordinance.

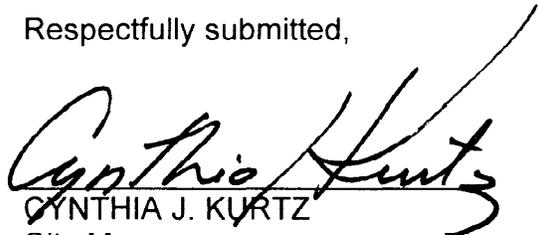
A comprehensive campus-wide landscape plan was submitted as part of the master plan proposal. The Phase III site plan indicates that there will be approximately 140 new trees in the campus. The Tree Protection Ordinance allows removal of a protected tree if the proposed project includes a landscape plan that will result in a tree canopy coverage of greater significance than the tree canopy coverage being removed, within a reasonable time after completion of the project. Furthermore, a condition of approval requiring tree protection plans for all 47 Native and 20 protected Specimen trees that will remain will be required for the proposed MDP.

ENVIRONMENTAL: (see Attachment 5)

Staff prepared an Initial Environmental Study (IES) pursuant to the California Environmental Quality Act (CEQA) and the CEQA Guidelines. The draft IES evaluates potential environmental impacts that may result from implementation of the Master Development Plan, Zone Change, and General Plan amendment. The IES determined that no significant impact will result from this project. Based on this analysis staff proposes adoption of a Mitigated Negative Declaration.

FISCAL IMPACT: The applicant will be responsible for all costs associated with the design, review, and construction of the project. Permitting fees will be collected to cover costs incurred from staff time required to review the project. The applicant will contribute \$15,000 to retrofit speed humps on Grand Avenue and \$10,000 to the Citywide Transportation Performance Monitoring Network project in order to mitigate traffic impacts.

Respectfully submitted,

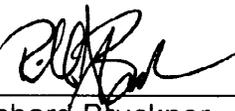

CYNTHIA J. KURTZ
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Attachments:

1. Mayfield Senior School Proposed Master Development Plan –
 - a. site plans – existing, Phases I, II, III
 - b. renovation plans for Strub Hall
 - c. existing tree survey and inventory
2. Commission Recommendations
3. Correspondence
4. Conditions of Approval for Master Development Plan
5. Initial Environmental Study and Negative Declaration and Traffic Study
6. De Minimis Impact
7. Notice of Determination
8. Resolution amending the Land Use Diagram of the General Plan
9. Required Findings for the Master Development Plan and Zone Change
10. Historic Resources Survey form for the Carriage House