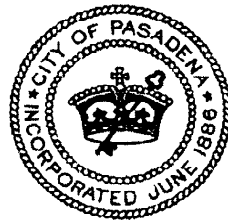


VALLEY HUNT CLUB

MASTER PLAN

January 31, 2011



**City of Pasadena
Department of Planning & Development
175 North Garfield Avenue
Pasadena, CA 91101-1704**

ATTACHMENT E

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MASTER PLAN VALLEY HUNT CLUB

I. INTRODUCTION

A Master Plan provides institutional users a framework to plan future development, eliminating the need for a conditional use permit for each proposed improvement to its campus. The Master Plan process allows for a comprehensive review by City departments. Additionally, the Master Plan process allows the public to review and comment on all aspects of the proposed future development of the campus during the review process.

II. BACKGROUND

The Valley Hunt Club was founded in 1888 by a group of women and men who went on to establish the Tournament of Roses in 1890 and sponsored the event for its first six years. The Club met at the Castle Green before moving to its current location on Orange Grove Boulevard in 1906. The Valley Hunt Club provides private tennis and swimming amenities to its members, as well as dining and meeting space for private parties and social functions.

The current Master Plan was adopted in 1992 and an amendment approved in 2000. As a condition of approval under the 2000 Master Plan, the Club was required to renew the plan if circumstances changed, or file a new plan if new development was anticipated. Therefore, the Club has determined the need to file a new Master Plan to reflect improvements to the tennis facilities at the Club.

1999 Master Plan Amendment

On October 30, 2000, the City Council approved a Master Plan Amendment that authorized modest expansion of Club facilities. Projects approved under the amendment include: 1) enclosing an existing corridor between the Brinton Room and the Hunt Room totaling 321 s.f.; 2) enclosing the existing Garden Room outdoor patio/dining area of 425 s.f.; 3) provide a new entryway on the east side of the building, which does not involve any additional square footage; 4) an outdoor adult spa adjacent to the fitness center; and 5) remodeling of, and, 543 s.f. addition to the boys'/girls' locker rooms to improve the facilities and provide additional storage space. The additions total 913 square feet, and the remodeled/converted areas total 1,031 s.f. Projects not completed under the previous Master Plan approval include items 1, 2, and 4. These projects would carry forward into the new Master Plan.

III. EXISTING SITE

The project site consists of the Valley Hunt Club's five contiguous parcels (assessed parcel numbers 5713-037-002, -003, -007, -008, and -009) located at 520 South Orange Grove Boulevard in the southwest portion of the City of Pasadena, Los Angeles County, California. The L-shaped project site is located in the southeast quadrant of the Orange Grove Boulevard/Palmetto Drive intersection and comprises a total of 3.81 acres. Currently, there are 118 parking spaces on site.

Land use surrounding the campus is described below:

North: Medium-Density Residential & Single-Family Residential
East: Medium-Density Residential & Single-Family Residential, and the fallow right-of-way of the I-710 Freeway Corridor;
South: Medium-Density Residential & Single-Family Residential
West: Medium-Density Residential & Single-Family Residential

The campus is developed with buildings that are one and two stories in height. The character of the campus buildings is similar to the residences in the surrounding neighborhood. The largest structure is the two-story Colonial Revival Clubhouse built in 1906. Other structures include the sport center, (an adaptive reuse of a c. 1926 Mediterranean Revival, single-family residence) and minor accessory structures. The tennis pavilion provides an elevated shaded area for the viewing of tennis matches. A variety of mature trees and landscaping provide a park like setting, particularly along Orange Grove Boulevard. In Table 1, Existing Building Inventory, a listing of gross square footage is provided.

PARCEL	STRUCTURE	GROSS SQUARE FOOTAGE
Lot A	Club House & Snack Bar	22,142
Lot B	Tennis Pavilion	5,878
Lot C	Sports Cntr, Locker Bldg, Weight Rm.	9,139
	Total Square footage	37,159

IV. SCOPE OF DEVELOPMENT

A. Plan Overview

The proposed project is a 20-year term Master Plan for the Valley Hunt Club located at 520 S. Orange Grove Boulevard. New development envisioned under the Master Plan includes:

1. Removal of existing 56-space surface parking lot and replacement with the new construction of a subterranean parking garage with capacity for 58 subterranean spaces and 41 surface spaces for a total of 99 cars at this location;
2. Temporary parking at the CALTRANS property at the end of the Palmetto Drive cul-de-sac for 100 cars during construction of the parking garage; and valet service during the construction phase to facilitate circulation between the Clubhouse and the temporary parking lot;
3. New construction of one 150 s.f. accessory structure (swim coaches office);
4. One 2-story multi-purpose building with basement @ 3,000 s.f.
5. One 1-story multi-purpose building with basement @ 1,500 s.f.
6. Realignment of Tennis Court 7 setback with other existing tennis courts;
7. Replacement of the existing plant nursery at approximately 1,000 s.f. of area;
8. Upgrade and expansion of the snack bar @ 270 s.f.;
9. Establishment of temporary tents on a seasonal basis.

The Master Plan boundaries run concurrent with the existing 183,500 s.f. PS Zone. The total building area would increase from 37,159 s.f. to 42,942 s.f., an addition of 4,870 s.f. of new construction plus 913 s.f. for the 1999 Master Plan Amendment. Parking would be expanded on the site of the existing North Parking Lot at Orange Grove Boulevard and Palmetto Drive. New construction is situated at the center of the campus site; therefore, there would be very little visual engagement with these structures from the public right-of-way. The CALTRANS lot at the east end of Palmetto Drive would be used as temporary parking only during construction of the subterranean garage.

Table 2: Total Building Area	
STRUCTURE	GROSS SQUARE FOOTAGE
Existing Building Area	37,159
1999 Master Plan Amendment	913
Building 1 (Proposed)	1,500
Building 2 (Proposed)	3,000
Swim Coach's Office (Proposed)	100
Snack Bar Improvements (Proposed)	270
TOTAL SQUARE FOOTAGE	42,942

B. Tree Protection

The local ordinance protecting biological resources in the City of Pasadena is PMC Chapter 8.75 "City Trees and Tree Protection Ordinance" (TPO). The ordinance requires the replacement planting of trees when protected trees or trees with a diameter-at-breast height of 19-inches or larger are removed from a property. The City has adopted a replacement matrix to ensure that the number and species of replacement trees are sufficient to sustain and enhance the City's long-term urban forest. The project will impact nine trees, four of which are protected by the TPO as detailed in the table below. Protected trees are highlighted in bold:

#	Genus & Species	Common Name	Diameter	Replacement Ratio		
				15-gallon	24" box	36" box
A26	<i>Magnolia grandiflora</i>	Southern Magnolia	25"		8	4
A27	<i>Jacaranda mimosifolia</i>	Jacaranda	11.4"			
A28	<i>Jacaranda mimosifolia</i>	Jacaranda	12.7"	8	4	2
A29	<i>Jacaranda mimosifolia</i>	Jacaranda	9.8"			
A30	<i>Jacaranda mimosifolia</i>	Jacaranda	15.6"	8	4	2
A31	<i>Melaleuca linarifolia</i>	Flax Leaf Paperbark	9"			
A32	<i>Juniper chinensis torulosa</i>	Hollywood Juniper	40"		6	4
A37	<i>Jacaranda mimosifolia</i>	Jacaranda	10.2"			
A38	<i>Jacaranda mimosifolia</i>	Jacaranda	5.7"			

The Valley Hunt Club campus is a densely developed swim and tennis facility. Out of a total lot area of 183,500 square feet, approximately 16,200 or 9% is landscape area at natural grade. The remainder of the property is covered by structures (37,100 or 20%), tennis courts (60,500 or 33%), pool deck (13,100 or 7%) and parking lots (56,600 or 31%). Trees are clustered along property lines, the North Parking Lot and Clubhouse lawn area off Orange Grove Boulevard. The Master Plan will allow additional development to occur at already paved and developed sites. The podium for the garage is planned to rise to the finish elevation of the existing North Parking Lot. Tree replacement for the Master Plan is a statutory requirement of the Municipal Code. As such, mitigations measure are not needed.

The Club is required to plant trees at the above ratios on-site after completion of the garage. The Valley Hunt Club will be able to fully accommodate the replanting ratio required by the Tree Protection Ordinance. A landscape plan is provided that depicts potential tree locations (Attachment L1.01/A2.02).

C. Seasonal Tents

Tents are typically set up when inclement weather is expected or during major events. Given that the Club campus is densely developed, there are only two sites that are viable for tent locations—the lawn of the Clubhouse along Orange Grove Boulevard and the east end of the pool deck. The master authorizes the as needed establishment of temporary tents at these locations. The Temporary Use Permit is no longer necessary.

V. DESIGN REVIEW

The proposed Master Development plan includes conceptual building and landscape designs. Under the proposed condition of approval, the Director of Planning would review new construction up to 5,000 sq. ft., and construction over 5,000 sq. ft. would be reviewed by the Design Commission, to ensure that the architectural design, orientation and massing of these buildings will be compatible with the overall context of the Club

campus and its surroundings. Design approvals granted by the Director of Planning are subject to call for review by the Design Commission or may be appealed to the Design Commission.

VI. TRAFFIC AND PARKING

A. Facility Parking

Pursuant to the Zoning Code, Clubs and lodges are required to provide ten parking spaces per 1,000 square feet used for assembly purposes. The Clubhouse has 7,726 square feet of area that falls under this classification—dining room, occasional dining areas, assembly rooms, cocktail areas. Therefore, a total of 77 parking vehicle spaces are required for the Clubhouse use and operation (7,726 sq. ft. / 1,000 sq. ft. x 10 spaces = 77 parking spaces). Fitness Centers are required to provide five (5) parking spaces per 1,000 square feet. In this instance, eight parking spaces are required (1,500 sq. ft. / 1,000 sq. ft. x five spaces = 8 spaces). The sports center lounge is required to provide 4 spaces (400 sq. ft. / 1,000 x 40 spaces = 4 spaces). A total of 89 vehicle spaces are therefore currently required. The existing inventory of parking spaces is 118. New ancillary buildings would bring the required minimum number of parking spaces up to 119 off-street vehicle spaces. Completion of the development envisioned under the Master Plan would provide a total of 141 off-street vehicle parking spaces.

Table 4: Required Parking			
Master Plan Parking Calculations			
Use	Square Footage	Parking Ratio	Required Vehicle Spaces
Clubhouse	8,126	10/1,000 sf	77
Sports Center Lounge	400	10/1,000 sf	4
Sports Center	1,500	5/1,000 sf	8
Building 1	1,500	10/1,000 sf	15
Building 2	1,500	10/1,000 sf	15
TOTAL SPACES REQUIRED BY ZONING CODE			119
IDENTIFIED PEAK PARKING DEMAND			134
MASTER PLAN TOTAL SPACES PROVIDED			141

The North Parking Lot currently has 56 existing spaces, South Parking Lot has 52 spaces, and the East Lot has ten spaces for a total of 118 spaces. As indicated in Attachment A1.01, at least 13 spaces would be replaced with new development bringing the minimum parking available on-site to 141 spaces upon full completion of the Master Plan. This is a higher total than both the code required minimum and the identified peak parking demand.

B. Temporary Parking Lot (CALTRANS Site)

It is the intention of the Master Plan that the CALTRANS parking site at the east end of Palmetto Drive be temporary and short-term in use. The parking lot would be used as temporary parking only during construction of the subterranean garage. The parking lot

would support valet parking operations at the Club, and would not be open to the general public. Upon completion of the garage, the Club is conditioned to restore the site to its present state (Attachment A). The design of the temporary CALTRANS parking lot is subject to review approval by the Zoning Administrator prior to the issuance of a building permit for the subterranean garage. The design standards referenced here are intended to reinforce the temporary nature of the lot (Attachment B).

C. Valet Parking

The City has granted the Valley Hunt Club a Valet Parking Sponsor's Permit pursuant to section 12.14 of the Pasadena Municipal Code. The permit allows the Club valet to operate and transport vehicles across the public streets or right-of-way and between Club parking lots. It does not permit the Club to store vehicles on public streets or right-of-way. However, the permit does allow the Club to park/store vehicles on public streets subject to conditions.

As the Valet Parking Sponsor's Permit must be renewed on an annual basis, the conditions of approval may be modified from year to year. The Valley Hunt Club shall be conditioned to comply with the current conditions included with each annual renewal of the Valet Parking Sponsor's Permit

D. Employee Parking

The Valley Hunt Club is a seven-day a week operation that staffs between 32 and 76 employees per day depending on the day of the week and season. The Club encourages public transit, ridesharing and carpooling amongst the staff. Currently, 40% of Club employees arrive at the Club in alternative modes of transportation to single-occupant driving. Employees are required as a condition of approval to park in the new Palmetto Drive parking garage during hours of operation unless an alternative off-street location is provided.

VII. DELIVERY OF GOODS AND SERVICES

As a facility that provides meeting, dining and catering services, it is understood that product and service vendors would need to make daily deliveries to the Valley Hunt Club main campus. The Valley Hunt Club has made adjustments to its delivery procedures to reduce the impact on Palmetto Drive and the surrounding neighborhood. The outline below identifies the policies and procedures the Club has implemented to the daily operating routine.

- Trucks making deliveries park within the Valley Hunt Club campus and do not stage on Palmetto Drive.
- The Club has scheduled deliveries to avoid concentrating delivery traffic.
- The majority of deliveries are scheduled for Monday when the Clubhouse is dark.

- The Club uses cones and parking assignments to accommodate more trucks on campus.
- The Club has negotiated with vendors to encourage the use of smaller delivery trucks.
- Deliveries by vendors using small trucks enter the campus via Orange Grove Boulevard.
- When practical, vendors park and stage their deliveries in the Sport Center parking lot.
- The hours of deliveries shall be limited to the hours of 7:00 a.m. to 6:00 p.m. on weekdays and from 8:00 a.m. to 5:00 p.m. on Saturdays. Delivery activity shall not be permitted on Sundays and holidays.
- Vendors are not permitted to park on Palmetto after making deliveries.

VIII. APPLICABILITY / IMPLEMENTATION

The Master Plan, when reviewed, approved and adopted by the City Council, will become the basis for future development on the campus of the Valley Hunt Club. Where there is a conflict between the provisions of this Master Plan and Pasadena Municipal Code Title 17, Zoning, the provisions of this Master Plan shall control. Where uncertainty exists regarding the extent or interpretation of any provision of this Master Plan, the Zoning Administrator shall determine the intent of the provision. Unless specifically noted, all references to the Pasadena Municipal Code refer to that edition in force as of the date of the adoption of this Master Plan.

The Master Plan presents conditions of approval, design standards, and exhibits that cover all aspects of development within the campus boundaries:

- A. The type and location of uses on the campus;
- B. The amount of new development in identified areas and the extent of changes to existing buildings;
- C. The amount and location of parking.

IX. EXPIRATION, AMENDMENTS, AND SUBSEQUENT REVIEW

- A. Expiration. A Master Plan shall expire on the date designated by the applicable review authority only if building permits have not been issued or the Master Plan has not been renewed.
- B. Renewal. An approved Master Plan may be renewed for a period approved by the Commission, without notice or public hearing, if the Commission determines that findings made and conditions imposed on the original approval still apply. The renewal period, if approved, shall specify the new

expiration date of the plan. Application for renewal shall be made in writing before expiration of the original approval.

C. Amendments. The Council may approve, conditionally approve, or disapprove an application for an amendment to an approved Master Plan. The application shall be processed with the same procedures and fees as required for Master Plan applications. The City's review of the proposed amendment shall be limited to the scope of the application, and shall not address reconsideration of aspects of the existing Master Plan, including conditions of approval, that are not the subject of the application, except as these aspects may be affected by the proposed amendment.

D. Five-year review required.

1. All Master Plans shall be reviewed by the Commission, or other review authority designated by the Council when it approves the plan, every five years, commencing the fifth year after the approval date of the Master Plan, for compliance with the features of the plan and conditions of approval.
2. The review shall take place at a noticed public hearing as provided in this Section for the initial hearing on adoption of the plan.
3. The owner shall be notified in writing of the review authority's determination.
4. If the review authority finds noncompliance with the plan or the conditions of approval, it may direct:
 - a. The Director to withhold building and other permits for any development within the area covered by the plan until compliance is achieved; and/or
 - b. The Director to schedule a public hearing before the Council for revocation of the Master Plan. The revocation hearing shall be noticed as required for a hearing for adoption of a Master Plan.

X. REVIEW OF PROJECTS

Conditional Use Permits (CUPs) will not be required for any project envisioned by and determined to be consistent with the Master Development Plan. Applications for development deemed inconsistent with the Master Development Plan may require a Conditional Use Permit in accordance with Pasadena Municipal Code Chapter §17.61.050 (Conditional Use Permits and Master Plans). In addition, the Director of Planning may make minor changes and/or clarifications subject to the procedures

outlined in Pasadena Municipal Code Chapter §17.64.050 B (Changes to an Approved Project).

Appeals of decisions under the Conditional Use Permit, Design Review, or Concept Design Review procedures shall be processed as described in Pasadena Municipal Code Chapter §17.72 (Appeals).

**MASTER DEVELOPMENT PLAN
VALLEY HUNT CLUB**

LIST OF EXHIBITS

- A. Existing Site Plan—A0.01
- B. Proposed Master Development Plan—A1.01
- C. Temporary Parking During Construction—A1.02
- D. Existing Landscape Plan—L1.01
- E. Proposed Parking Lot Plans—A2.02

Project Name
MASTER DEVELOPMENT PLAN

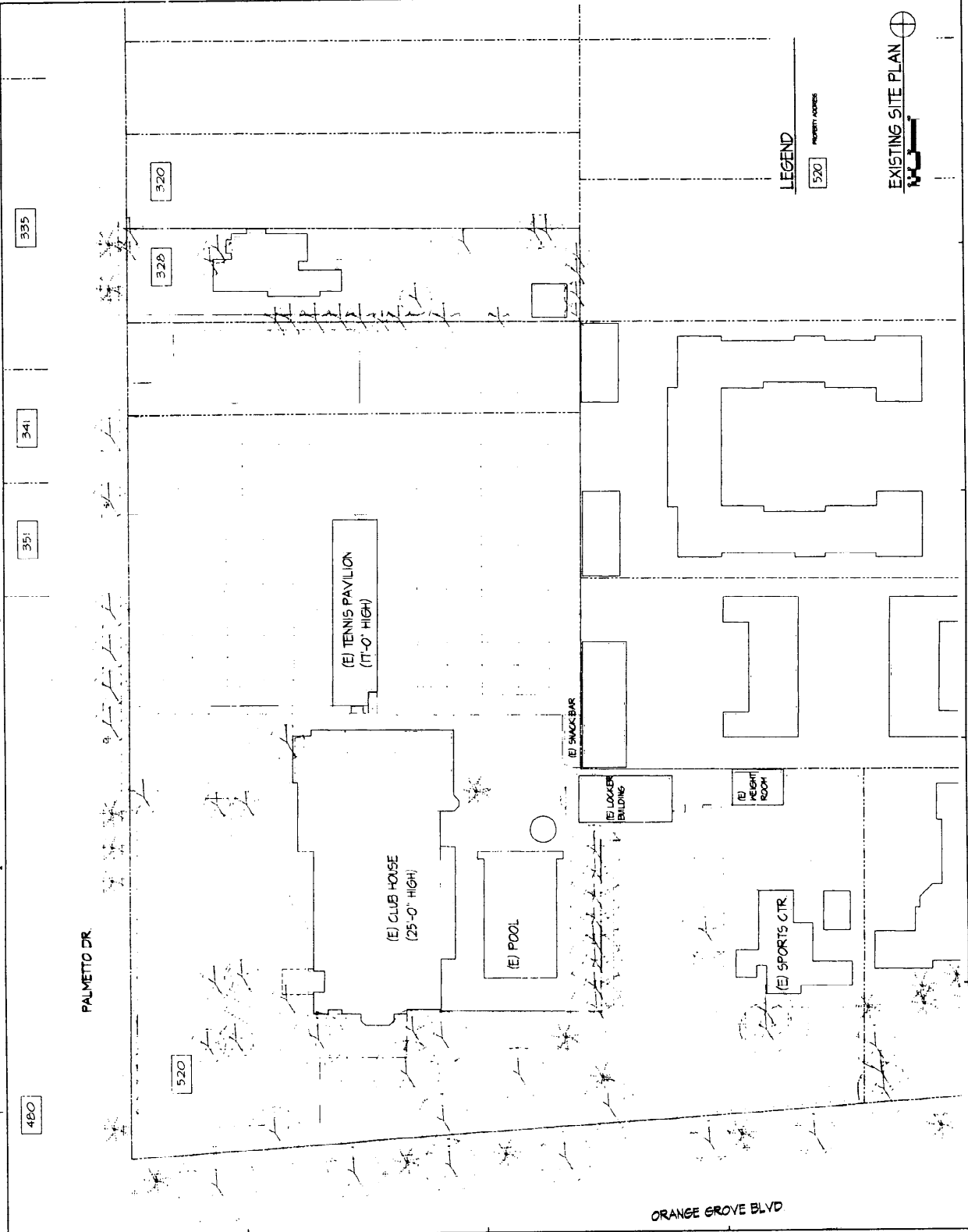
THE VALLEY HUNT CLUB
 1201 S. ORANGE GROVE BLVD
 PALMDALE, CALIFORNIA, 93550

Prepared By
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EXISTING
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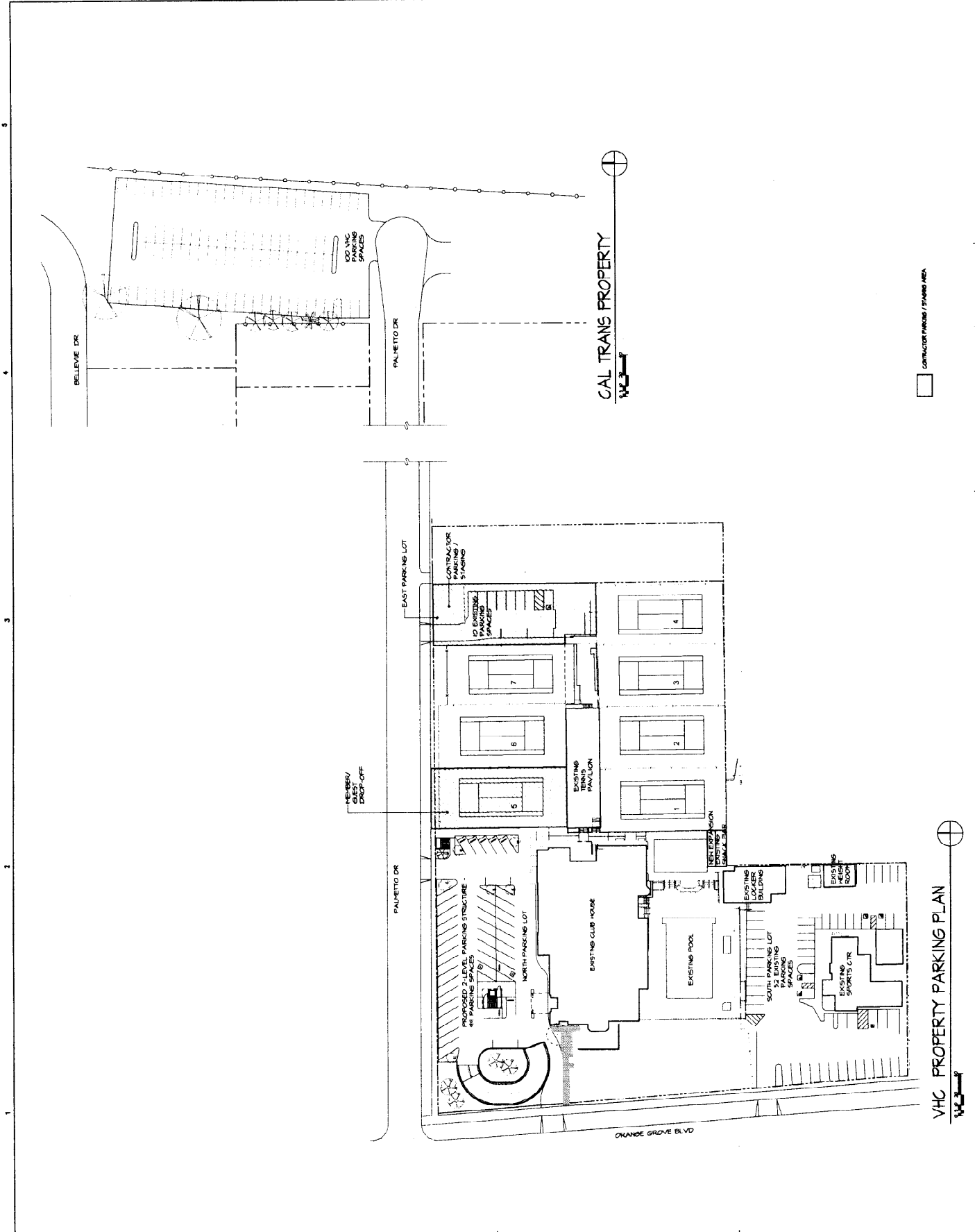
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Revision	Date
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Drawn By	DL
Reviewed By	DL
Plot Date	10/05/10
JOB Number	0008
Sheet Title	

**TEMPORARY
 PARKING
 DURING
 CONSTRUCTION**



CONTRACTOR PAVING / STAGING AREA

VHC PROPERTY PARKING PLAN