

## CONDITIONS OF APPROVAL - MARANATHA HIGH SCHOOL MASTER PLAN

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### GENERAL

1. **Conformance with Plans.** The site plan shall substantially conform to plans submitted and stamped "Received at Hearing, December 15, 2014", except as modified herein.
2. **Expiration.** The Master Plan shall expire 20 years from the date of approval unless renewed in accordance with Section 17.61.050.I.5.B.
3. **Call for Review.** The Planning Director, at any time, can call for a review of the approved conditions at a duly noticed public hearing. These conditions herein may be modified or new conditions applied to reduce any unforeseen impacts during the construction or operation of the use.
4. **Other City Requirements.** The applicant or successor in interest shall comply with the code requirements of all other City Departments.
5. **Previous Approvals.** The conditions of this master plan shall supersede the Conditions of Approval of Conditional Use Permit #4367 as approved on February 16, 2005, and as modified on October 9, 2008.
6. **Mitigation Measures.** The applicant or successor in interest shall meet all of the mitigation measures of the Mitigated Negative Declaration.
7. **Number of Employees.** A maximum of 120 full time employees (administrative, faculty, other related staff) shall be permitted. The applicant shall provide an annual faculty and staff roster to the Planning Director on October 1 of each new school year.
8. **Annual Enrollment.** The maximum enrollment is limited to 800 students. The applicant shall provide annual enrollment figures to the Planning Director on October 1 of each new school year.
9. **Private School Requirements.** The applicant shall comply with the requirements of Section 17.50.270 (Schools, Private) of the Zoning Code that regulates private schools. This includes the requirements for outdoor play area, indoor classroom area, traffic control plan, and noise standards. A copy of the license approval from the California Department of Education, Non-Public Schools Agency Office shall be submitted to the Planning Director prior to the issuance of a business license for the school use.
10. **Development Rights.** The applicant or successor in interest shall provide to the Planning Director written documentation demonstrating that Maranatha has secured development rights to build school facilities prior to submitting for building permits at each Master Plan sub-phase.
11. **Transfer of Development Rights.** The transfer of development rights shall be executed consistent with the procedures outlined in Section 17.36.060.B (WGSP General Development Standards - Transfer of Development Rights).

- 12. Five Year Review.** In accordance with Section 17.61.050.1.5.d (Five Year Review Required), the Master Plan shall be reviewed by the Planning Commission, or other review authority designated by the City Council when it approves the Plan, every five years, commencing on the fifth year after the approval date of the Master Plan, for compliance with features of the Plan and all applicable Conditions of Approval.
- 13. Design Review.** Design review for new construction and building alterations shall be in conformance with Table 6-3 of Section 17.61.030 (Design Review) of the Zoning Code. Projects up to 25,000 square feet of new construction shall be subject to review by the Planning Director.
- 14. Landscape Review.** Submit final landscape plans for review and approval by the Planning Director. Compliance with the tree protection ordinance will be monitored through the approved landscape plan depicting removed and replacement trees during each phase of the Master Plan implementation.
- 15. Hours of Operation.** Regular school operating hours shall be 7:30 a.m. to 4:30 p.m., Monday through Friday. Standard drop-off and pick-up hours shall be allowed from 7:15 a.m. to 6 p.m. Extracurricular athletic programs are permitted up to 10 p.m. Performing arts activities and school programs shall be permitted up to 11 p.m.
- 16. Parking (Southeast Lawn – Phase One).** The Master Plan will allow the utilization of the southeast lawn for parking vehicles for a maximum of 18 parking days during a calendar year. These days are allotted to Maranatha, who may allow Harvest Rock Church or its assignees access to the parking area. The southeast lawn is the grassy area immediately adjacent to the northwest corner of West Del Mar and South Saint John.
- 17. Parking (Southeast Lawn – Phase Two).** Upon implementation of Phase Two of the Master Plan (the construction of the new outdoor pool and sports courts), City staff will evaluate the parking situation and direct Maranatha, and/or its assignees, to engage in a limited or long-term lease agreement to provide off-site parking as needed, prior to the issuance of building permit for the construction of the new outdoor pool and sports courts.
- 18. Special Events.** The applicant shall submit a detailed Master Schedule which will include specific information on the size (number of attendees), duration, purpose and sponsor of each special event that will utilize the southeast lawn. This schedule will be submitted annually by October 1. The sponsor of each special event will be responsible for monitoring and limiting attendance and vehicles parked to ensure strict compliance with the terms of the Master Plan and the Shared Parking Agreement.
- 19. Signs.** The Master Plan will legalize the after-the-fact installation of 11 directional, wayfinding, and directory signs. Additional signage is not allowed on site, and the installation of additional signage would require a sign exception or master sign plan. No portable signs visible from the public right-of-way shall be permitted on public or private property.
- 20. Noise Regulations.** The applicant shall adhere to the City's noise regulations in accordance with Section 9.36 of the Pasadena Municipal Code. Noise impacts related

to the operation of the proposed outdoor pool and sports courts will be analyzed by an acoustical study and any impacts related to noise will be mitigated before issuance of building permit. After the noise study, conduct a neighborhood meeting to discuss noise mitigation.

- 21. Noise and Lighting Prohibitions (Outdoor Pool and Sports Courts).** The use of outdoor lights or any amplified sound systems associated with the use and operation of the outdoor pool and sports courts is prohibited.
- 22. Deliveries and Refuse Facilities.** Trash enclosure areas shall be provided in accordance with the requirements of Section 17.40.120 (Refuse Storage Facilities) of the Pasadena Municipal Code. Deliveries and trash pickup shall not occur between the hours of 7:00 p.m. and 7:00 a.m. daily.
- 23. Fencing.** The perimeter fence, which is described in phase one of the Master Plan's proposed scope of work will be erected around the school perimeter. Maranatha will have three months from the approval of the Master Plan by the City Council to obtain a building/zoning permit for the fence. The general placement and design of the new perimeter steel fence shall conform to the plans submitted in the Master Plan application. The fence's specific placement, materials, and vegetative screening which have not yet been determined, will undergo a staff level consolidated design review, performed by Design & Historic Preservation staff. Permanent fencing shall only be installed within property controlled by the applicant. In accordance with Section 17.40.180.B.1 (Wall and Fences Adjacent to Intersections), all walls and fences adjacent to a street intersection shall comply with the requirements of Municipal Code Chapter 12.12.
- 24. Temporary Fencing.** Temporary protective fencing shall be permitted on the property beginning in December to protect the property from the New Year's/Rose Parade activities. Temporary construction fencing shall be permitted during the duration of the renovation and construction of buildings on site.
- 25. Tents.** Up to 12 times in a calendar year, the school can have tents that are larger than 800 square feet or located on the site longer than 36 hours without having to get approval of a Temporary Use Permit (TCUP). Beyond the 12 times shall require a TCUP.
- 26. Condition Monitoring.** The proposed project, Case No. **PLN2010-00291**, shall comply with all conditions of approval, and is subject to Condition Monitoring. Required fees for monitoring and inspections shall be paid on or after the effective date of this permit, but prior to the issuance of any building permit. Contact the Code Compliance Staff at (626) 744-4633 to verify the fees and to schedule an inspection appointment time. All fees are to be paid to the cashier at the Permit Center located at 175 N. Garfield Avenue. The cashier will ask for the activity number provided above. Failure to pay the required fees prior to the stipulations in this condition may result in revocation proceedings of this land use entitlement.

## II. PARKING

- 27. Parking & Access (Southeast Lawn).** Maranatha will be required to obtain approval from the Department of Public Works and the Department of Transportation to locate

and construct permanent curb slopes where vehicles would enter and exit the southeast lawn. Additional requirements related to the Public Works and Transportation review may also apply. The curb slopes shall be removed after implementation of phase two of the master plan, and the parking area has been developed with the new pool and sports courts.

- 28. Parking and Drop-off.** All parking and drop-off/pick-up for the private high school shall occur on site in the existing parking facilities. Drop-off and pick-up shall comply with Figure 11 in the original Traffic Study for this project. No queuing for drop-off and pick-up will occur on any street surrounding the site. Parking for all extracurricular athletic and performing arts programs and events shall occur on-site. All event-related flyers and correspondence shall include instructions on where to park for the event.
- 29. Staff at Drop-off and Pick-up.** Maranatha High School shall have an employee present at the drop-off/pick-up locations during the morning drop-off, and afternoon pick-up to monitor activities and compliance with the program.
- 30. On-Site Parking (Maranatha Campus).** During normal school operations, students, faculty members, and guests of Maranatha or guests of Harvest Rock Church and its assignees will be directed or given information on where to park on-site within available subterranean or surface parking facilities on the Maranatha campus.
- 31. Parking Information.** Informational packets shall be mailed to the parents of all students stating instructions for drop-off/pick-up procedures to direct parents to remain in the queue until the car in front of them pulls away. Students shall be directed to exit and enter vehicles quickly. Parents who arrive early for pick-up shall be directed to turn off their engines while waiting. A copy of the information packet shall be submitted to Zoning Administrator to verify compliance.
- 32. Carpooling Program.** A carpooling program shall be implemented, and a carpooling coordinator shall be designated by the school to coordinate and oversee the implementation and operation of the carpooling program, including providing assistance in matching families and students for carpooling purposes. An ongoing address-matching database shall be in place in the school office throughout the school year. A copy of the carpooling program shall be submitted to Zoning Administrator to verify compliance.
- 33. Carpooling Information.** Prior to the start of each school year, the school shall distribute information packets to each student family fully describing the carpooling program. This information shall be included in all enrollment packages, parent/student orientation and back-to-school night events.
- 34. Carpooling Incentives.** Carpooling incentives, including but not limited to preferential parking for student drivers who carpool or limiting the number of parking passes for non-carpooling students, shall be developed.
- 35. Bicycle Parking.** Bicycle parking shall be provided in conformance with Section 17.46.320 (Bicycle Parking Standards). Bicycle parking shall be clearly shown on the final plans. Such parking shall be located as close to the entry as feasible, clearly marked, and separated by a barrier from automobile parking. Final bicycle parking plans shall include the placement of the bicycle parking and the type of bicycle racks and shall

be reviewed for approval by the Planning Director and the Department of Transportation prior to the issuance of a building permit.

### III. PUBLIC WORKS

- 36. Existing Sewer Easement.** The proposed new bleachers with weight room and office below are in direct conflict with an existing public sewer main. The design shall be revised to eliminate any encroachment into the existing 10-foot utility easement.

If the proposed construction remains within the aforementioned existing easement, the applicant shall relocate the existing sewer facilities. The relocation shall require the review and approval by the Department of Public Works. The applicant shall dedicate a new 10-foot wide sewer easement along the alignment of the approved new sewer main(s). All costs of the relocation including plans design and preparation, staff review, construction, permit, staff inspection, easement processing, etc. shall be the applicant's responsibilities.

- 37. Curb Ramps.** The applicant shall construct a standard curb ramp at the northwest corner of St. John Avenue and Del Mar Boulevard per Standard Drawing No. S-414, prior to the issuance of Certificate of Occupancy of the corresponding building at the subject street corner.

- 38. Sewers.** The proposed new development shall connect to the public sewer with one or more new six inch diameter house sewers laid at a minimum slope of two percent. In accordance with PMC Chapter 13.24.010, house sewer "means that part of the horizontal piping beginning 24 inches from the exterior wall of the building or structure and extending to its connection with the public sewer." The section of house sewers within the public right-of-way - from the property line to the public sewer, or within easement, shall be vitrified clay or cast iron pipe. The house sewer shall meet City Standards as determined by the Department of Public Works, and a permit issued by the Department of Public Works is required for work within the public right-of-way. The construction of all new house sewers shall be completed prior to the issuance of Certificate of Occupancy.

- 39. Storm Water Runoff.** If drainage patterns are altered, the applicant shall provide an approved method of controlling storm water runoff. Approval shall be made by the Planning & Community Development Department and the Department of Public Works prior to issuance of a grading or building permit for this site.

- 40. Vehicle Entry Gate.** Any vehicle entry gate fronting St. John Avenue shall have a minimum of 20 set back from the property line.

- 41. Repainting of Signs.** The applicant shall repaint the existing metal street light standards, traffic signal poles and traffic signal controllers along or near the subject property frontages, per the corresponding development phases, as directed by the Department of Public Works.

- 42. Street Lights.** If the existing street lighting system along the project frontages is in conflict with the proposed development/driveway, it is the responsibility of the applicant to relocate the affected street lights, including conduits, 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.

**43. Street Repairs.** 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 development. Accordingly, the applicant shall place a \$5,000 deposit with the Department of Public Works prior to the issuance of a building or grading permit. This deposit is subject to refund or 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. The deposit may be used for any charges resulting from damage to street trees. A processing fee will be charged against the deposit.

**44. Construction Staging and Traffic Management Plan.** Prior to the start of construction or the issuance of any permits, the applicant shall submit a Construction Staging and Traffic Management Plan to the Department of Public Works and the Planning & Community Development Department for review and approval. The template for the Construction Staging and Traffic Management Plan can be obtained from the Department of Public Works webpage at: <http://www.cityofpasadena.net/publicworks/Engineering/default.asp>. A deposit, based on the General Fee Schedule, is required for plan review. This plan shall show the impact of the various construction stages on the public right-of-way including all street occupations, lane closures, detours, staging areas, and routes of construction vehicles entering and exiting the construction site. An occupancy permit shall be obtained from the department for the occupation of any traffic lane, parking lane, parkway, or any other public right-of-way. All lane closures shall be done in accordance with the WATCH Manual, 2009 Edition. If the public right-of-way occupation requires a diagram that is not a part of the WATCH Manual, a separate traffic control plan must be submitted as part of the Construction Staging and Traffic Management Plan to the department for review and approval.

**45. Costs Associated with Conditions.** 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.

**46. Additional Requirements.** The requirements of the following ordinances may apply to the proposed project:

- I. Sewer Facility Charge - Chapter 4.53 of the PMC
  - i. The ordinance provides for the sewer facility charge to ensure that new development within the city limits pays its estimated cost for capacity upgrades to the city sewer system, and to ensure financial solvency as the city implements the operational and maintenance practices set forth in the city's master sewer plan generated by additional demand on the system. Based on sewer deficiencies identified in the City's Master Sewer Plan, the applicant may be subject to a Sewer Facility Charge to the City for the project's fair share of the deficiencies. The Sewer Facility Charge

is based on the Taxes, Fees and Charges Schedule and will be calculated and collected at the time of Building Permit Issuance.

- II. Sidewalk Ordinance - Chapter 12.04 of the PMC.
  - i. In accordance with Section 12.04.035, entitled "Abandoned Driveways" of the PMC, the applicant shall close any unused drive approach with standard concrete curb, gutter and sidewalk. In addition, the applicant shall repair any existing or newly damaged sidewalk along the subject frontage prior to the issuance of a Certificate of Occupancy or any building permit for work in excess of \$5,000 pertaining to occupancy or construction on the property in accordance with Section 12.04.031, entitled "Inspection required for Permit Clearance" of the PMC.
  
- III. City Trees and Tree Protection Ordinance - Chapter 8.52 of the PMC.
  - i. The ordinance provides for the protection of specific types of trees on private property as well as all trees on public property. No street trees in the public right-of-way shall be removed without the approval of the Urban Forestry Advisory Committee.
  
- IV. Stormwater Management and Discharge Control Ordinance - Chapter 8.70 of the PMC.
  - i. 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. Information on the SUSMP requirements can be obtained from the Permit Center's webpage at <http://www.cityofpasadena.net/permitcenter/plansubreq/susmp.asp>.
  
- V. Construction and Demolition Waste Ordinance, Chapter 8.62 of the PMC.
  - i. The applicant shall submit the form which can be obtained from the Permit Center's webpage at <http://www.cityofpasadena.net/permitcenter/plansubreq/cndord.asp> to the Recycling Coordinator, (626) 744-7175, for approval prior to the request for a permit. Monthly reports must be submitted throughout the duration of the project. A 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 PMC. A non-refundable Administrative Review fee is also due prior to permit issuance and the amount is based upon the type of project.

#### IV. FIRE DEPARTMENT

**47. Building and Fire Codes.** All new and existing building upgrades shall comply with the requirements of California Building Code (CBC) and California Fire Code (CFC) and Pasadena Municipal Code.

## V. DEPARTMENT OF TRANSPORTATION

- 48. Minimum Requirement.** A minimum of 220 on-site parking spaces shall be provided in accordance with a detailed plan to be submitted to and approved by the Zoning Administrator prior to issuance of any building permits. All parking areas shall conform to the requirements of Chapter 17.46 (Parking and Loading) of the Pasadena Zoning Code.
- 49. Parking and Loading.** In accordance with 17.46.260 (Number, Location, and Design of Off-Street Loading Spaces), all loading spaces shall have adequate ingress and egress as approved by the Director of Transportation, and shall be designed and maintained so that maneuvering, loading, or unloading of vehicles does not interfere with the orderly movement of traffic and pedestrians on any street.
- 50. Trip Reduction Ordinance.** In accordance with Section 17.46.290 (Trip Reduction Requirements for Residential and Non-Residential Projects), designated pedestrian sidewalks or paths shall be provided on the development site between the external pedestrian system and each structure in the development.
- 51. On-street Parking Conditions.** Existing on-street parking conditions fronting this project should be maintained.
- 52. Project Driveways.** Any project driveways (if new driveways are proposed in the future) shall be a maximum of 26 feet per the City of Pasadena Department of Public Works Standards Plan S-403.
- 53. Transportation Demand Management.** Maintain and continue to implement Transportation Demand Management measures including the Traffic Control Plan for managing school traffic.
- 54. Traffic-monitoring Station.** The applicant shall fund the purchase and installation of two traffic-monitoring stations in proximity to the project as part of the implementation of the Citywide Traffic Monitoring Program. This fund shall be collected by the Department of Transportation prior to the issuance of the first permit for construction.