



# Planning Commission Staff Report

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Thomas Denison, Vice-Chair  
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*Vincent Gonzalez, Director  
Planning & Community Preservation*

TO: Planning Commission

FROM: Vincent Gonzalez, Director of Planning & Community Preservation

DATE: November 18, 2021

SUBJECT: **CONDITIONAL USE PERMIT AMENDMENT (RESOLUTION 11-10 AMENDED BY RESOLUTION 21-19) AND ADDENDUM TO THE MITIGATED NEGATIVE DECLARATION TO UPDATE THE ALVERNO HEIGHTS ACADEMY MASTER PLAN TO ALLOW THE CONSTRUCTION OF PERMANENT CLASSROOM BUILDINGS TO ACCOMMODATE TRANSITIONAL KINDERGARTEN TO EIGHTH GRADE INSTRUCTION AND OTHER CAMPUS IMPROVEMENTS AT 200 NORTH MICHILLINDA AVENUE**

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## **STAFF RECOMMENDATION**

Staff recommends that the Planning Commission:

Approve a Conditional Use Permit (CUP) Amendment (Resolution 11-10 amended by Resolution 21-19) and Addendum to the Mitigated Negative Declaration (MND) to Update the Alverno Heights Academy Master Plan to allow the construction of permanent classroom buildings to accommodate transitional kindergarten to eight (TK-8<sup>th</sup>) grade instruction and other campus improvements, pursuant to Planning Commission Resolution 21-19.

## **ALTERNATIVES**

1. Approve a CUP Amendment (Resolution 11-10 amended by Resolution 21-19) and Addendum to the MND to Update the Alverno Heights Academy Master Plan to allow the construction of permanent classroom buildings to accommodate TK-8<sup>th</sup> grade instruction and other campus improvements, pursuant to Planning Commission Resolution 21-19.
2. Approve with modifications the CUP Amendment (Resolution 11-10 amended by Resolution 21-19) and Addendum to the MND updating the Master Plan for Alverno Heights Academy to allow the construction of permanent classroom buildings to accommodate TK-8<sup>th</sup> grade instruction and other campus improvements, pursuant to Planning Commission Resolution 21-19;
3. Continue consideration of Resolution 21-19 to a date certain, providing staff and the applicant with direction; or
4. Deny Resolution 21-19, citing findings the Commission feels cannot be made.

## **EXECUTIVE SUMMARY**

Alverno Heights Academy (AHA) is located in an Institutional zone, and the City's General Plan allows for the expansion of existing institutional sites provided that a comprehensive master plan is approved pursuant to Objective L41.2; "For Institutional zones, any application for new structures shall be subject to the approval of a CUP."

In 1959, Planning Commission Resolution 1642 was approved for a school use on this property. The school was constructed in 1960 by the Sisters of Saint Francis. A subsequent CUP Amendment was approved on July 7, 2011 (Resolution 11-10) for the future construction of a 12,680-square-foot, two-story multipurpose building; a 2,900 square-foot outdoor amphitheater; replacement of the existing softball field with a multipurpose field; relocation of the tennis courts, and reconfiguration of the parking areas. The master plan also reduces the maximum permitted enrollment from 500 to 400 students.

The Applicant, Julia Fanara, AHA Head of School is requesting that the Planning Commission consider a request for a CUP Amendment and addendum to the MND to update the Master Plan to include permanent classroom buildings to accommodate TK-8<sup>th</sup> grade co-ed instruction. The Master Plan would conform with the permitted maximum enrollment of 400 students inclusive of the high school program.

The addendum to the Mitigated Negative Declaration and Initial Study for the Alverno Heights Academy Master Plan has been prepared instead of a subsequent or supplemental environmental document because, in accordance with Sections 15162 and 15164 of the State CEQA Guidelines, the 2021 refined project has been determined to be consistent with the findings and assumptions made for the approved project such that none of the conditions described in Section 15162 calling for preparation of a subsequent or supplemental environmental document have occurred.

The analysis undertaken in support of this Addendum (Refined Project) has determined that the facts upon which the findings were based in the 2011 Initial Study/Mitigated Negative Declaration (IS/MND) for the Alverno Heights Academy Master Plan improvements remain unchanged. The results of the Refined Project would not create new or substantially more adverse impacts, substantial changes in circumstances, and/or new information of substantial importance, such that the findings of the certified 2011 (IS/MND) would continue to apply.

All 18 of the mitigation measures involving the 2011 approved project would be applicable to the 2021 Refined Project (See Proposed Addendum to Mitigated Negative Declaration pages 10-29).

The expanded school will result in no significant traffic impact at the study intersections (IS/MND Appendix D – Traffic Circulation Analysis).

Temporary noise levels during construction will result in elevated noise levels within the vicinity of the project. Construction activities will be restricted to the daytime hours, consistent with Chapter 9.32, Noise of the City of Sierra Madre Municipal Code. Noise levels from school operations are estimated not to exceed any of the existing ambient noise levels at nearby residential receivers (refer to Page 18, 2021 Master Plan Update) and will remain consistent with the project approvals of Mitigation Measure 13 of the 2011 IS/MND (see Addendum to MND - pages 20-21).

The facts upon which the findings were based in the 2011 IS/MND for the Alverno Heights Academy Master Plan specific to Wildfire remain unchanged. The 2021 Refined Project elements would not create new or substantially more severe significant impacts related to having a

substantial adverse effect as a result of physical changes in the environment related to Wildfire.

A Tree Preservation Report determined that there are 13 oak trees within the designated area, all of which are in adequate to good health but have various structural defects.

In addition, several large specimen trees are notable and worthy of special care and protection, including the Moreton Bay Fig, Queensland Kauri, and an Indian Laurel. Non-notable trees, including older Carob trees with split limbs and internal decay pose a safety hazard, and the crowded Elm trees are detracting to the property.

The Tree Preservation Report recommends avoiding any impact on or removal of the protected oaks and unique specimen trees and locating new parking facilities away from the oaks and specimen trees. The removal of any protected trees must be mitigated according to City Guidelines. Removal of broken and decaying carobs and thinning out the cluster of crowded elms above the temporary classrooms to allow for adequate spacing.

A Cultural Resources Technical Report (Report) was prepared by Sapphos Environmental, Inc., for the 2021 Master Update and Refined Project. The baseline of the report referenced the 2011 Master Plan inclusive of the 2011 IS/MND, and a 2005 Technical Report to determine impacts to the Barlow Villa (also referred to as the “Villa de Sol D’Oro,” or Villa). The Report determined that there is a less than significant impact to the Villa. Additionally, a Design Review Memorandum for the Record (MFR) was prepared in 2020 to determine the impacts of construction of the temporary classrooms to the Villa, which resulted in a finding of no impact.

Sapphos additionally prepared a Tribal Cultural Resources Report and consulted with the Gabrieleno Band of Mission Indians–Kizh Nation. In response to mitigation measures prepared by the Kizh Nation, four mitigation measures have been added in relation to cultural resources to further reduce impacts to below the level of significance.

## **BACKGROUND**

### **Project Location/Surrounding Land Use**

AHA is located on a 12.10-acre site on the western boundary of the City. The school is bounded on the west by Michillinda Avenue, the north by Grandview Avenue, on the east by Wilson Street, and on the south by west Highland Avenue. The City of Pasadena is immediately west of the school. The school is surrounded by low-density residential uses.

### **Existing Land Use**

The school was constructed in 1960 and surrounds the Villa de Sol d’Oro (Villa), a local historic landmark. The Villa is a two-story 15,758 square foot single-family residence in the center of the campus, used for school-related functions and for-profit special events, including weddings. Existing surrounding facilities include three large classroom buildings, three temporary modular TK-8<sup>th</sup> grade class room buildings, a library, administration offices, cafeteria, faculty office, chapel, caretaker’s facility, art studio, garages, storage, outdoor tennis, volleyball, basketball courts, a multi-purpose field, parking areas and drive lanes.

### **Existing Zoning and General Plan**

AHA is located in an Institutional zone, and the General Plan land use designation is Institutional. The General Plan allows for the expansion of existing institutional sites pursuant to Objective L41.2, provided that a comprehensive master plan is approved. For Institutional zones, any application for new structures shall be subject to the approval of a CUP. A CUP was approved for a school use on this property in 1959 and amended in 2011. The current application is a request to amend the CUP and update the Master Plan.

### Temporary Use Permit

The City Council in May 2010 approved a Temporary Use Permit (TUP) for the operation of the Villa for non-school, private rental events, such as weddings. The TUP is renewed annually and contains 48 conditions for its operation, regulating frequency of use, time, noise traffic use, and requiring monitoring and quarterly neighbor meetings.

This Master Plan includes the adaptive reuse of the Villa, for the school's business office, chapel, faculty lounge, and for student activities. The Historic Preservation Ordinance of the City's Code allows adaptive reuse of historic buildings, subject to the approval of a CUP.

### Pre-Application Development Plan Review

Following a Pre-Application Development Review meeting, AHA was granted approval to proceed on May 13, 2020 with the installation of three temporary modular classroom buildings to accommodate TK-8<sup>th</sup> grade instruction for a maximum two-year period. The classroom buildings are temporarily located within the location and general footprint of the proposed multipurpose building. Thirty-six conditions were imposed for its operation, regulating public outreach, student body capacity, parking, traffic, noise, tree protection, water supply, fire access and protection, grading and drainage, and historic relationship to the Villa. A condition of approval also required a Master Plan Update, Conditional Use Permit and environmental review to be submitted to the City within one year from the date of authorization to proceed.

## **PROJECT PROPOSAL / CUP AMENDMENT**

The following is a summary of the proposed Refined Project. The applicant provided a comprehensive project description of the AHA Master Plan Update, provided as Attachment B – Master Plan Update.

### Upper School Campus Improvements

- Convert the existing 2,080-square foot caretaker's home located at the northeast corner of the upper campus to flexible classroom space
- Return the existing 400-square foot chapel to its former use as a storage building
- Add a new single-story 1,200-square foot Art Classroom addition to the existing Fine Arts Building
- Demolish existing 1,915-squarefoot faculty office building to accommodate 31-faculty parking spaces

### Reuse of the Historic Villa

- Adaptively reuse the historic Villa for the school's business office, chapel, faculty lounge, and for student activities.

### Proposed Lower Campus School Buildings and Administrative Offices

Replace the temporary classroom buildings with a permanent lower school campus located at the southwest quadrant of the campus adjacent to Michillinda Avenue and West Highland Avenue. The structures include:

- 20,000-square foot, partial three-story elementary school
- 3,000-square foot single-story middle school
- 2,000-square foot single-story administrative offices for faculty use

Lower Campus Athletic Facilities

- Install new 60'x70' playground
- Install new 100'x70' sports court

Existing Vehicular Access and Parking

The project site currently has 114 on-site parking stalls, located in two main parking areas. The school has a total of three American with Disability Act (ADA) parking stalls. In addition to these stalls, an ADA drop-off area was constructed in the summer of 2020 with the modular classroom project (Table 1, *Existing Parking*).

Table 1. Existing Parking

Parking Area Location	Total Parking Stalls
Michillinda Parking Lot	47 stalls (1 ADA)
Wilson Parking Lot	41 stalls (2 ADA)
Faculty Parking (various locations)	24 stalls
Grandview Parking	2 stalls
<b>Total Current Parking Stalls</b>	<b>114 stalls</b>
ADA Drop-Off	1 drop-off area

Per Section 17.68.020 D.7 of the Sierra Madre Municipal Code (SMMC), elementary and junior high schools must provide 1.5 parking stalls per classroom and one parking stall per two employees and faculty. High schools must provide one parking stall per every five students and one parking stall per two employees/faculty. The parking analysis is based on the maximum number of 200 high school students.

Parking Provided      114 parking stalls  
 Code Required:        81 parking stalls  
 Parking Surplus:      33 parking stall surplus

See the table below on Page 9 and 10 – Development Standards (Access and Parking).

*Parking Demand*

As with the approved project, the campus will continue to provide a surplus of parking spaces until the Multi-Purpose Building is constructed. The approved project required that an additional 52 parking stalls be provided with the construction of the Multi-Purpose Building. The 2021 Refined Project includes seven parking phases, which each phase meeting the City's parking requirements (Table 2, *Future Parking Demand*). The approved project required that the school complete a parking analysis with each proposed phase to ensure that the code required parking is provided.

Table 2. Future Parking Demand

Phase	2021 Refined Project Future Phases	Parking Proposed by Phase
1.	Conversion of Chapel to Storage Building/ Relocation of Chapel to the Villa	No new parking proposed (surplus of 33 stalls)
2.	Conversion of Caretaker Residence	
3.	Demolition of Business Office/Relocation to Villa	
4.	Construction of Faculty Parking Lot to be	Existing faculty parking of 24 stalls to

	replaced with centralized parking lot	be replaced with 31 centralized stalls (surplus of 7 stalls)
5.	Construction of Lower School Campus	7 parking stalls required (surplus of 7 stalls)
6.	Michillinda Parking Lot Project/ Construction of the Lower School Campus	54 parking stalls required (surplus of 56 stalls)
7.	Multi-Purpose Building Overflow Parking/Per Approved 2011 Master Plan	52 parking stalls required

The 2021 refined master plan would provide 133 on-site parking stalls at build-out in four parking areas, in conformance with the parking code requirements.

Michillinda Lot = 54 stalls  
Wilson Lot = 41 stalls  
Faculty Parking Lot = 31 stalls  
Lower School Parking = 7 stalls  
Total Parking to be provided = 133 stalls  
Code Required = 133 stalls

In addition, as with the approved project, during night-time events hosted at the campus Multi-Purpose Building, the school's parking areas would be available for event parking under the 2021 refined project.

#### Amenities and Landscaping

- Historic Villa Gates and internal curved road to remain.
- The campus contains 479 trees, 26 of which are protected.<sup>1</sup>
- Retain the lower school existing Oak grove between the Multi-purpose building and new lower school with the exception of two Oak trees requested for removal.
- Add a lower school courtyard configured around the existing Moreton Bay Fig tree.
- Upgrade the existing landscaping with new accent trees, shrubs and turf areas. The existing plant material along the west campus perimeter adjacent to Michillinda Avenue would be renovated.

#### Capacity and Permitted Enrollment

The existing CUP approved in 1959, permitted AHA to operate with a maximum of 500 students. Student enrollment fluctuates on a yearly basis with an average of 266 students per year based on the last 10 years. Since AHA had never operated at its maximum capacity, and as an amendment to the CUP in July 2011 enrollment was reduced to 400 students.

During the 2020 COVID-19 pandemic, 280 students returned to campus, while the remaining 64 chose to stay at home. Actual number of enrolled students was 344. When the environmental

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<sup>1</sup> Pursuant to City's Protected Tree Ordinance, Coast Live Oak, Engelmann Oak, California Black Walnut, and Western Sycamore trees are protected trees.

review commenced in the 2020-2021 school year, AHA had an enrollment of 375 students. Maximum permitted enrollment remains at 400 students.

#### 2011 Master Plan Constituent Components

The adopted 2011 Master Plan IS/MND evaluated five constituent components of the Master Plan: Multipurpose Building, Outdoor Amphitheater, Parking, Athletic Facilities, and Landscaping and Fencing. The 2021 refined project addresses the variable status of the five constituent components as either (1) not constructed, (2) construction partially implemented, or (3) construction implemented.

- *Multipurpose Building (not constructed)*. A two-story building to be located on the western part of campus. The approved siting of the building consisted of a combination gymnasium, auditorium, and performing arts facility, to be used for events such as worship services, athletic events, and school plays and productions. This building was intended to be 12,860 square feet, large enough to hold the entire student body under one roof.
- *Outdoor Amphitheater (Part of original plan but removed from Master Plan)*.
- *Parking (partially implemented in 2019)*. A reconfiguration of the two existing parking areas by reducing the size of the Wilson Street parking lot and enlarging the parking lot off Michillinda Avenue; implementation would result in a total number of 112 marked spaces. This proposed reconfiguration also included the addition of 52 tandem parking spaces next to an existing drive aisle in the southwestern part of the campus; direct access would be from West Highland Avenue. Tandem spaces will be used for special events such as school dances. Only changes to the Wilson Street parking lot were implemented with the 2011 Master Plan buildout.
- *Athletic Facilities (implemented in 2019)*. Augmentation of the existing non-regulation softball field to create a multipurpose field in the southeastern part of the campus on the sites of the existing field and parking lot; no field lights would be provided. The improved field would accommodate a regulation softball field and a regulation soccer field. The field also included installing a two project “betterments” of new perimeter fencing the entire length of Wilson Street and Highland Avenue and two major low-impact development (LID) devices that capture and infiltrate runoff from approximately one-half of the campus.
- *Landscaping and Fencing (implemented in 2019)*. Constructed Michillinda Avenue view fence and perimeter landscaping; Constructed walkway and landscaping along Grandview Avenue. The approved project included Phase II internal landscaping improvements to the campus, which included major internal campus landscape renovations, the Prayer Garden, parking area landscaping and additional trees on campus.

The 2011 approved Master Plan Update also included a reduction of the maximum permitted enrollment from 500 high school student to 400 high school students.

The 2011 IS/MND considered buildout of all facilities included in the approved project; however, the only elements implemented, as of 2021, are the augmentation of the athletic facilities and a partial reconfiguration of the parking facilities.

### 2021 Master Plan Update Project Description

The 2021 Refined Project elements would refine the approved improvements for the Alverno Heights Academy campus as described in the 2021 Master Plan Update, including the Lower School near the southwest quadrant of campus:

- *New Buildings.* The 2021 Refined Project buildout would include the construction of 21,090 feet of new classroom buildings and administrative space (a 20 percent grossing factor was added to the Master Plan to account for a total of 25,308 square feet in area).
- *Flex Classroom Space.* The existing Caretaker Cottage Building (2,090 square feet) will be renovated with new flexible classroom space.
- *Wilson Street Parking/Centralized Faculty Parking Area.* The 2021 Refined Project includes a new centralized faculty parking area (the existing non-historic office structure will be demolished and existing faculty parking made more efficient).

In addition, the 2021 Refined Project proposes minor changes to upper school buildings, and anticipates completion of the previously approved multipurpose building, and parking facilities improvements:

- *Changes to Upper School Buildings.* A 1,200-square-foot art classroom expansion to the existing visual/performing arts building. The existing Cottage is also planned to be converted to a flexible classroom building. The rest of the Upper School Campus (used by high school students) will remain the same.
- *Demolish Existing Upper School Faculty Office Building.* The existing 1,915-square foot faculty office building will be demolished to accommodate a new faculty surface parking lot consisting of 31 parking stalls.
- *Multipurpose Building.* No change to the approved Multipurpose Building.
- *Parking Facilities.* The Michillinda parking area would accommodate the addition of a second driveway to allow for ingress only to the campus, while the existing driveway would be converted to egress only. No other changes or expansions would occur at the approved Michillinda Parking Lot. Further analysis for the pickup and drop zone may be required through the design review process.
- *Access.* In addition, a new internal drop-off zone for the lower school and firetruck access is proposed.

As with the approved project providing capacity for 400 High School aged girls, the 2021 Refined Project would provide for the current maximum capacity at Alverno Heights Academy to remain at 400 students. School enrollment now consists of a maximum of 400 students consisting of high school girls and transitional kindergarten to eight (TK-8<sup>th</sup>) grade. The hours of operation would remain consistent with the approved project.

### Development Standards

Pursuant to Chapter 17.38 (Institutional Zone), Code Section 17.38.040(E), of the Sierra Madre Municipal Code, the following development standards shall guide the design and shall apply to



sites in the Institutional zone. The following table shows how the project complies with the development standards of the Institutional zone.

Category	Existing	Proposed	Code Requirement / Allowed	Meets Code
<b>Height of Multipurpose Building</b>	N/A	35 feet	33 feet	No
<b>Height of Elementary School Building</b>	N/A	39 feet	33 feet	No
<b>Height of Middle School Building</b>	N/A	14 feet	33 feet	Yes
<b>Height of Lower Campus Administration Building</b>	N/A	14 feet	33 feet	Yes
<b>Lot Building Coverage</b>	13% of site  67,223 square feet of coverage  (excludes 1,915 SF faculty classroom building to be demolished)	17 % of site  93,731 Total floor area  25,308 square feet of new construction for lower school  1,200 square feet for upper campus Arts Building addition	35% of site	Yes
<b>Facades of Multipurpose building</b>	N/A	Sectional and massing studies provided.  Conceptual architectural style board provided.	Facades shall not be blank, but shall be modulated and articulated compatible with the design and architectural context of adjacent structures.	Yes
<b>Exterior Lighting (Parking lots)</b>	Light standards within proposed parking lots – undetermined height.	The proposed lighting concept for the parking areas and drive lanes would utilize a low level light bollard, with louvered shields. Bollards would be spaced to create pools of light to guide traffic. The	All lighting shall be shielded and directed onto the site. No floodlighting shall be located so as to shine directly onto any adjacent residential property. This condition shall not preclude installation of low-level security lighting. All	Yes

		bollard would be AR-1BLB or equivalent (light details are provided in the blue binder, "exhibits")	lighting shall be designed and located so as to confine direct rays to premises.	
<b>Access and Parking</b>	<p><u>Access:</u>                  Vehicular access to the campus and existing parking lots is via driveways from Michillinda Avenue and Wilson Street. A driveway also exists at the southwest corner of the campus on Highland Avenue.</p>	<p><u>Access:</u>                  Vehicular access to the campus and existing parking lots is via driveways from Michillinda Avenue and Wilson Street. A driveway also exists at the southwest corner of the campus on Highland Avenue.</p> <p><u>Parking:</u>   <i>Total 133 spaces</i></p>	<p><u>Access:</u>                  Adequate provisions for vehicular access and loading to prevent undue congestion on adjacent streets and highways.</p> <p><u>Upper School Parking:</u>                  9<sup>th</sup>-12<sup>th</sup> Grade (200 students)                  1 parking space/5 students  <i>40 spaces</i></p> <p>Faculty and staff – 31 persons                  1 space/2 faculty and staff  <i>15.5 spaces</i></p> <p>Multipurpose Building  <i>52 spaces (42 are tandem layout)</i></p> <p><u>Lower School Parking:</u>                  TK-8<sup>th</sup> Grade (200 students)                  10 classrooms                  1.5 parking stalls/classroom  <i>15 spaces</i></p> <p>Faculty and staff – 21                  1 space/2 faculty and staff  <i>10.5 spaces</i></p> <p>Total Code Required Parking (TK-12<sup>th</sup> Grade, staff)  <i>81 parking stalls</i></p> <p><i>Total 133 spaces</i></p>	Yes
			Yes	
<b>Landscaping</b>	Existing perimeter landscaping provides screening of parking lots from the streets. The campus contains 479 trees, 26 which are protected.	The proposed Master Plan retains existing perimeter landscaping which provides screening of parking lots from the streets. A comprehensive landscape plan	All open areas including vehicular accessways and parking areas, pedestrian walkways and paved and/or covered recreational facilities shall be landscaped and irrigated if planted.	Yes

		<p>includes additional mature trees to be added between the Villa and the proposed multi-purpose building to screen the latter building from views from the Villa, and between the multipurpose building and Michillinda Avenue.</p> <p>Two Oak trees are proposed for removal to construct the western most classroom building. The protected Oak trees which are proposed for removal for the project would be replaced per the requirements in the SMMC. Three smaller trees adjacent to the Lower School Sports Court will require special consideration. These trees may be eligible for boxing and transplanting on campus with oversight by the consulting arborist.</p>	<p>Parking areas shall be screened from the street by landscaping trees and shrubs to a height of at least forty-two inches.</p> <p>Such landscaping and irrigation systems shall be permanently maintained. If an existing tree with a diameter of four inches or greater, measured eighteen inches from ground level is removed, it shall be replaced with a similar or acceptable substitute specimen tree (minimum twenty-four-inch box container size) elsewhere on the site.</p>	
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In 2011, staff recommended that the proposed height of the multipurpose building be reduced from 35 feet to 33 feet, in compliance with height limit of the Institutional zone. The condition continues to be in effect to require this height reduction. AHA concurs with the height requirement for the Multi-purpose building.

Staff recommends a condition of approval that as each phase of development occurs, the Applicant shall submit more detailed plans to the Planning and Community Preservation Department of the multipurpose building and lower campus to include, but not be limited to site plans, elevations, floor plans, cross-sections, dimensions, materials, colors, landscaping size and species, as necessary. Staff is also recommending that all campus buildings not exceed the 33-foot height limit as allowed in the institutional zone.

Noise Analysis

The City's Noise Ordinance limits noise levels to 80 dBA at 25 feet from the source, between the hours of 7:00 a.m. and 9:00 p.m. (Section 9.32.060 – Special Exemption Provisions). The City's noise ordinance also limits noise generated in a residential area to 6 dBA above the ambient

noise level (Section 9.32.030 – Residential Noise Limits). Most of the ambient noise in the area is generated from vehicles traveling on the adjacent streets. Existing noise on the site is generated by various uses: the usual noise associated with a school, use of the fields and the Villa, and parking lots and drive lanes.

The Planning Center conducted the 2011 Master Plan noise impacts analysis and determined that they were less than significant with incorporation of mitigation measures for construction of the Multi-Purpose Building.

The City requested an updated noise study to be prepared for the 2021 Master Plan Update to evaluate noise impacts associated with the new lower school development. CSDA Design Group (CSDA) was retained for the update who utilized a 24-hour metric to determine a weighted average noise level measurement using the Community Noise Equivalent Level (CNEL) methodology. The CNEL metric accounts for the increased sensitivity of people to noise during the evening and nighttime hours. From 7pm to 10 pm, sound levels are penalized by 5 db; from 10 pm to 7 am, sound levels are penalized by 10 db increase. A 10 db increase in sound level is perceived by people to be twice as loud.

CSDA conducted noise measurements between Monday, May 10, 2021 through Wednesday, May 12, 2021, when the Los Angeles County Health Department permitted the opening of all grade levels to in-person instruction. It was estimated that over 330 students were on campus during the study period (see Master Plan Update, Noise Exhibit page 53, and Appendix C in the Addendum to the MND for more detailed analysis).

School operations, including traffic during drop off/pickup periods and outdoor student activity during breaks and/or sport events, have the potential to generate levels of noise that are noticeable at nearby residential receivers.

Outdoor Student Activity Noise – Although there may be outdoor student activity throughout the school’s operating hours, the outdoor student operations that contribute to most of the noise generation are elementary school students using outdoor facilities. To estimate noise generated by elementary school students using outdoor facilities, the analysis relied on a study by Noise and Sound Services titled “Carrying out noise assessments for proposed childcare facilities.” The Sound reference levels for human speech provided by the resources mentioned above are presented below:

	Sound Reference Level at 1 meter (3.28 feet), dba				
	Shout	Loud	Raised	Normal	Casual
Adults	-	82	76	70	65
Elementary school students during break	82	74	65	58	53
High school girls	86	80	73	67	62

The Noise and Sound Services resource also provides typical durations of each speech level for children at play.

Activity	Percent of time at each Speech Level					Equivalent Sound Level at 1 meter (3.28 feet), dba
	Shout	Loud	Raised	Normal	Casual	

Elementary school students at play	1.3%	13%	33%	33%	19%	68 dba
High school students during break	-	-	-	-	100%	62 dba
High school students during after-school sports	1.3%	13%	33%	33%	19%	74 dba
Adult spectators during after-school sports	-	0.5%	10%	33%	56%	70 dba

Project-Related Traffic Noise – A traffic circulation analysis was prepared by W.G Zimmerman Engineers, Inc. The study analyzed the estimated trip generation associated with the approved 2011 Master Plan (i.e., based on 400 high school students), as well as the trip generation associated with the proposed 2021 Master Plan (i.e., 200 high school students + 200 elementary school students). The conclusion of the traffic study states that since the adjacent residential area is substantially built-out, the traffic study does not include existing condition ambient traffic counts. Instead of physical counts, existing condition traffic was estimated using the measure 2010 traffic counts, plus a 0.5% per year growth factor. The ambient traffic data used in the noise study for the 2011 Master Plan CEQA documentation, as well as the projected current (2021) traffic data (uses the traffic estimate of 0.5% traffic volume increase per year).

The estimated traffic volume increase from the traffic study is 0.5% per year for 15 years, amounts to total traffic volume increase of approximately 8%. This accounts for a composite noise level increase of less than 1 decibel based on a review of the 2021 noise measurement data, noise levels around the project site are dominated by traffic sources.

As described in the analysis, school operational noise is expected to be noticeable to nearby residential receivers, and noise generated by school operations may also contribute to the overall noise levels at nearby residences. During after-school athletic events, the total noise level at receivers along Wilson Street and Highland Avenue may increase by approximately 10 dba, respectively due to instantaneous noise events at the athletic field (e.g. intense sport plays with a lot of cheering). Project-related equivalent continuous noise levels at residential receivers is measured as  $L_{EQ}$  or equivalent. Other residential receivers are not expected to exceed the existing ambient noise environment as measured utilizing  $L_{MAX}$  or equivalent continuous ambient noise level over the time periods where these regular school operations are expected to occur.

Traffic/Parking and Circulation – Included with this Master Plan proposal is a traffic and parking study prepared by professional traffic engineer, W.G Zimmerman Engineers, Inc. The traffic study prepared in April 2020, analyzed traffic volumes to determine the project’s impact to the adjacent streets and intersections. The traffic engineer estimated the traffic generation based on a maximum of 400 students, with additional trips for faculty, guests, and other trips.

The daily trips attributed to the school were estimated at 727 total trips per day. The Upper School is estimated to generate 469 daily trips, while the Lower School is estimated to generate 258 daily trips.

The reports determined that the expanded school will result in no significant traffic impact at the study intersections, as shown in the table below:

Queue Length Analysis		
Intersection	Approach Direction	Queue Length (Ft)
		AM Peak Hour

W Highland Ave / N Michillinda Ave	WB	88
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The impact analysis for the intersection of West Highland Avenue / North Michillinda Avenue was conducted by comparing the level of service for existing with the proposed scenario (200 High School Students + 200 Elementary Students). The levels of service for westbound approach of the intersection of West Highland Avenue and North Michillinda Avenue for each condition are summarized below for the AM peak hour. The Level of Service (LOS) analysis shows no significant changes in LOS from existing to future (proposed elementary + High school) for the study intersection of West Highland Avenue and North Michillinda Avenue, as represented in the Table below.

Level of Service Comparison				
Intersection	Existing Condition (400 High School Students)		Proposed School (200 High School Students + 200 Elementary Students)	
	Delay	LOS	Delay	LOS
W Highland Ave / N Michillinda Ave	22.6	C	24.8	C

Tree Protection Plan – The school retained Arborgate Consultants to prepare a tree survey and a tree preservation report for the 2021 Master Plan Update. Arborgate Consultants also prepared the tree survey for the 2011 Master Plan. Please See the Addendum to the MND, Appendix A – Tree Preservation Report for more detailed information.

The Northeast Campus Area

The Consultant determined that no protected trees will be removed for the projects in the northeast area of the campus – art room addition and the faculty parking area.

The Southwest Campus Area

One hundred trees were surveyed on the west side of the campus. Approximately 47 trees are within the footprint of the Lower Campus. The Cypress trees will not be impacted by the proposed development. Other significant trees include a large Moreton Bay Fig tree, which will be preserved as the central focal point of the Lower Campus.

Fourteen Coast Live Oak trees are within the survey area. Four of these trees are governed under the 2011 Master Plan (Trees #32, 42,46, and 47) and are located north of the modular classrooms. The 2011 Master Plan designates this area for special attention during the design of the landscape area north of the future Multi-Purpose Building and the Michillinda parking area. The requirement would remain in place in the 2021 Master Plan Update.

Ten trees are observed on the Lower Campus area, five of which will be preserved in place and will not be impacted by the campus site plan. Two Oak trees are proposed for removal to construct the western most classroom building. The protected Oak trees which are removed for the project would be replaced per the requirements in the SMMC. Three smaller trees adjacent to the Lower School Sports Court will require special consideration. These trees may be eligible for boxing and transplanting on campus with oversight by the consulting arborist.

### Oak Trees Surveyed in the Lower Campus

Tree Number	Diameter	Status
#58	6 inches	No impact
#68	7 inches	No impact
#70	21 inches	No impact
#71	36 inches	No impact
#72	12 inches	Removed for TK Classroom
#76	39 inches	No impact
#85	10 inches	Special consideration – west of sports court
#87	10 inches	Special consideration – south of sports court
#88	12 inches	Special consideration – south of sports court
#100	22 inches	Removed for TK Classroom

### Cultural Resources Technical Report

A Cultural Resources Technical Report was prepared for the 2021 Master Update. The baseline of the report referenced the 2011 Master Plan inclusive of the IS/MND. The results of the Technical Report determined that there is a less than significant impact to the Barlow Villa (Villa). The 2021 addendum to the approved 2011 Master Plan and corresponding update to the IS/MND.

### **CONDITIONAL USE PERMIT FINDINGS**

The Planning Commission must make the following findings for the approval of a Conditional Use Permit:

- 1. That the site for the proposed use is adequate in size, shape and topography;** Alverno High School is situated on a 12.10-acre campus, one of the largest school sites in the City. The school has one of the smallest proposed enrollments (400 students) in the community and its buildings cover less than 13% of the site. The approved Master Plan would increase this coverage to 17%, continuing to provide generous amounts of open spaces. The school gently slopes 30 feet from Highland to Grandview, in a distance of 670 feet; The fall in grade reduces impacts from site grading to insignificant.
- 2. That the site has sufficient access to streets which are adequate, in width and pavement type to carry the quantity and quality of traffic generated by the proposed use;** The school is served by a major arterial street, Michillinda Avenue. Unlike the approved project, the 2021 refined project operation is anticipated to generate a net total decrease of trips during the peak hour. Existing School (High School) generates a total of 823 trips per day. At full enrollment of 400 students (200 high school and 200 TK-8<sup>th</sup> grade students), peak traffic counts will decrease from 823 daily trips (400 high school students) to 727 daily trips, a decrease of trips per day on Michillinda Avenue, which is considered minimal. The Master Plan will decrease traffic on Highland Avenue, Wilson Street and Grandview Avenue. The Master Plan meets and exceeds the City's parking codes. Additional traffic and parking mitigation measures have been imposed, including double "drop-off" lanes in the student parking lot.
- 3. That the proposed use will not unreasonably interfere with the use, possession and enjoyment of surrounding and adjacent properties;** The Master Plan has been designed to reduce impacts to insignificant. The plan would continue and enhance the

60 year use of the 12-acre site for a girl's high school and TK-8<sup>th</sup> grade lower school. The environmental analysis provides a series of mitigation measures and the imposed conditions of approval were developed to protect the surrounding and adjacent properties, including reasonable limits on enrollment, use of the school facilities, including the Villa, the Multi-Purpose Building and the Soccer/Softball Field so as not to unreasonably interfere with the use, possession and enjoyment of surrounding and adjacent properties.

4. **That there is a demonstrated need for the use requested;** Alverno has demonstrated through the Strategic Planning and Master Plan processes, the need for the update. The new facilities will permit the school to meet the changing educational needs for young women and introduce a lower school providing TK-8<sup>th</sup> grade instruction, which will allow the school to continue to attract students.
5. **That the use will, as to location and operation, be consistent with the objectives of the General Plan;** Objective L36 of the General Plan is *"to provide for the development of private institutional uses in areas where institutional uses currently exist and ensure that they are compatible with and complement adjacent land uses."* The school has occupied the site for over 60 years and the proposed Master Plan, with the mitigation measures and conditions of approval, will be compatible with and complement adjacent land uses. It is common for schools to be in residential areas and the size of the site is more than adequate for the intensity of the use of the school and by the greater Sierra Madre community. The school has also complied with General Plan objectives by providing the City and its residents with facilities for governmental, entertainment, athletic and cultural events.
6. **That the public interest, convenience, and necessity require that the use be permitted at the location requested;** The major change to the campus from the 2011 Master Plan includes the new Lower School campus accommodating TK-8<sup>th</sup> grade instruction. The school provides needed primary and secondary school opportunities for residences of Sierra Madre. Furthermore, the master plan preserves the Historic Villa for the public benefit, including use by civic organizations and the City of Sierra Madre.

Pursuant to Code Section 17.38.040(C), the Planning Commission shall make the following additional findings that the proposed development plan is consistent with the General Plan, with respect to the following provisions:

1. **Building siting, massing and scale shall be consistent and compatible with adjacent uses;** The lower campus buildings would be located on an open space area adjacent to Michillinda Avenue and Highland Avenue. Inbound traffic will be provided from Michillinda Avenue which is a major arterial and appropriate in size to carry the traffic. Internal to the campus is the designated Lower Campus student drop-off/pick-up from the existing driveway with egress to Highland Avenue. Upper Campus parking is enhanced by the removal of existing faculty offices to accommodate 31 new faculty parking stalls. Conversion of existing buildings including the conversion of the chapel to a garage and storage building, conversion of the cottage to flexible classroom space, and addition to the art classroom building will retain the eclectic character of the campus.
2. **Structures should be designed to a high level of architectural quality, being a visual asset in the area in which they are located;** The Master Plan provides conceptual massing of the multipurpose building. Architectural details of the building will be



submitted later as this phase of development is implemented. A project condition is imposed that as each phase of development is implemented, the applicant and property owner shall submit plans for conformity review. The plans shall include, but not be limited to site plans, elevations, floor plans, cross-sections, dimensions, materials, colors, landscaping size and species, as necessary. The Director of Planning and Community Preservation, or his/her assignee, shall review the plans for conformance with the approved Master Plan, General Plan objectives and zoning standards, as part of the plan check process, prior to issuance of the necessary building permits. The Director, or his/her assignee, may refer the plans to the Planning Commission, in his/her discretion, for review for conformity with the approved Master Plan, as part of the plan check process and prior to the issuance of building permits. This condition shall ensure that the architectural quality of the lower school camps and conversion of existing building for school purposes is consistent with the General Plan and zoning development standards.

3. **Landscaping shall be incorporated with the building design and reflect the overall visual character of the district which surrounds it;** Careful effort has been made by Alverno to minimize tree removal and the school is subject to mitigation measures for the removal of two protected oak trees adjacent to the Lower School and three smaller oak trees adjacent to the lower school sports court will require special consideration and may be eligible for boxing and transplanting on campus under review and recommendation by the project arborist. Removal of any protected trees will require an application to be reviewed by the Department of Public Works in order to receive a permit. To minimize any aesthetic impacts with campus' building designs, additional accent trees and shrub massing is introduced in various locations throughout the campus to improve the overall visual character of the surrounding area.
4. **Buildings and sites shall be designed to enhance the pedestrian character of the city, by opening directly onto sidewalks, providing walkways, other pedestrian linkages, and other amenities and incorporating public open activity spaces;** Pedestrian and vehicle entrances to the Alverno campus will be maintained, and updated perimeter landscaping will improve the pedestrian character surrounding the Alverno campus. The new Lower Campus school buildings are designed to showcase the Moreton Bay Fig Tree. A sport court and play areas are introduced to the Lower Campus to accommodate outdoor activity during recess and lunch periods.
5. **Compatible with adjacent uses;** The plan would continue and enhance the 50 year use of the 12-acre site for a girl's high school and the addition of a new Lower Campus accommodating TK-8<sup>th</sup> grade instruction. Student enrollment will remain at 400 students for the entirety of the campus. The environmental analysis provides a series of mitigation measures and the imposed conditions of approval were developed to protect the surrounding and adjacent properties, including reasonable limits on enrollment, use of the school facilities, including the Villa, the Multi-Purpose Building the Soccer/Softball Field, and the new Lower Campus so as not to unreasonably interfere with the use, possession and enjoyment of surrounding and adjacent properties.

### **MASTER PLAN FINDINGS**

Master Plan Objectives and Requirements. In addition to the findings required for a conditional use permit, the Planning Commission, and the City Council on appeal, shall find that the proposed master plan is consistent with the general plan and that all of the following provisions are met:

1. **Structures shall convey the village theme in their siting, massing, scale, use of open space and architectural character, and shall otherwise be consistent and compatible with adjacent uses;** The school buildings are designed to be compatible with the surrounding single-family and multi-family land uses. The campus will provide 57% open space at build-out of the Master Plan. The Lower School Campus preserves the significance of the Moreton Bay Fig tree in a proposed central courtyard area, drawing upon the architectural elements of the Villa and the Mid-Century modern school buildings. The arborist recommended that the Lower School structure be setback sixty feet from the trunk of the Moreton Bay Fig tree, creating a 120-foot diameter around the tree to protect its roots. This area is ideally suited for the Lower School's landscape central courtyard village theme, which will be carried out by the focus on the site planning of the central courtyard, varying the heights of the buildings as they move away from the Villa, with three of the classrooms and the administrative building one story in height and located west of the Villa road. Furthering the village theme, the design preserves the historic Villa gates, an open space lawn area of Highland Avenue, and the Villa's main curved entry roadway.
2. **Historic Structures should be preserved to the maximum extent possible, and the project improvements shall be located and design in a manner that does not adversely affect properties in the immediate neighborhood nor adversely affect cultural, historic, and environmental resources;** The Villa will continue to be preserved as a major historic resource for the city and for Alverno. The 2021 Master Plan Update would encourage the adaptive reuse of the Villa for the school's chapel, business offices, faculty lounge, and student activities. There are no exterior changes proposed to the Villa. The plan preserves the main entry road and the entry gate from Highland Avenue. The other historic gates will be preserved. The art classroom will be designed to be compatible with the existing Visual and Performing Arts Building, utilizing the setbacks on Wilson Street. There would be no changes to the exterior of the caretaker's home. The Lower School classrooms would be setback 80 feet from the landscape buffer on Michillinda Avenue, with increased density of landscaping in this area.
3. **Structures should be designed to a high level of architectural quality, being a visual asset in the area in which they are located;** The concept architecture for the new buildings will be compatible with the Villa's materials and design. The buildings would present a new identity in line with the school's past. The buildings would be faced in smooth plaster, have exposed wood elements, simple forms, and clearstory windows for light and security. The Lower School Campus site plan takes advantage of the natural terrain, with building components varying between one and three stories in height. The buildings will also draw upon Mid-Century Modern elements found in the existing campus, including the use of generous overhangs, exposed wood, such as benches and trellises, and natural materials.
4. **Buildings and sites shall be designed to enhance the pedestrian character of the city, by opening directly onto sidewalks, providing walkways, other pedestrian linkages, and other amenities and incorporating public open activity spaces;** Due to public safety considerations at all schools, the Alverno Height Academy Master Plan must balance this goal with student and faculty safety. The 2011 Master Plan enhanced the pedestrian character of the city by the installation of the decorative perimeter pilasters, view fencing and landscaping buffer on Michillinda Avenue; installation of the decomposed granite pathway and landscaping on Grandview Avenue; and the use of the Villa's gates on Michillinda Avenue and Wilson Street. Additional campus walkways were installed as part of the 2011 Master Plan. The 2021 Master Plan update includes new ADA access from Michillinda and access through the Villa's gate on Highland Avenue. The site plan preserves the Villa's main entry

road from highland Avenue and includes new sidewalks on the west side of the road. The 2021 Update includes additional campus walkways. The athletic field is accessible and used by residents of the surrounding community.

5. **Landscaping shall be incorporated with the building design and reflect the overall visual character of the district which surrounds it, and shall consist of a combination of trees, shrubs and ground cover with careful consideration given to the eventual size, form, susceptibility to disease and pests, durability, and adaptability to existing soil and climate conditions;** The concept landscaping plan draws its inspiration from the existing campus use of native and drought tolerant tree, shrubs, and ground cover approved in the 2011 Master Plan. The Lower School Site Plan preserves the Moreton Bay Fig tree with a 120-foot diameter area around the tree where no structures can be located. The Moreton Bay Fig tree serves as a major focal point of the campus and as the student courtyard. The landscape concept continues the historic use of olive trees (*Olea Europea*) along Grandview Avenue, extended to the Michillinda perimeter, complimented with native Oak trees. Jacaranda and Crete Myrtle trees are added as flowering accent trees. Drought tolerant shrubs such as lavender and dwarf bottle brush are mixed in with drought tolerant groundcovers like Tufted Hair Grass and *Cenothus*. Additional planting would be provided on Michillinda Avenue and Highland Avenue to screen the Lower School campus improvements.
6. **The project shall incorporate water conservation practices such as, but no limited to, greywater plumbing, permeable ground surfaces, drought tolerant landscaping, green building materials, rainwater capture devices and low-flow fixtures;** The school installed a series of rainwater capture devices with the construction of the athletic field in 2019. These devices capture storm water from the east half of the entire campus. Rain capture devices were installed with the modular classroom in 2020. This rainwater harvesting has led to substantial water conservation on the campus. The 2021 Master Plan Updates includes provisions for additional rain capture devices draining the west half of the campus. The concept landscape plan would expand in the exiting use of drought tolerant and native species of trees, shrubs, and ground cover, and continue the use of drip-irrigation systems. The construction plans will include low-floor plumbing fixtures.
7. **Any development of a site located north of the “Hillside view line” defined in Section 17.52.080 of this title or adjacent to R-H zoned property shall protect the natural environment from change, preserve and protect views and preserve and maintain the identity, image and environmental quality of the R-H zone;** Alverno Heights Academy is located outside of the Hillside view line as defined in Section 17.52.080 of the Sierra Madre Municipal Code.
8. **The project will not displace or encroach into existing commercial uses;** Not applicable. Alverno Heights Academy is located on a self-contained 12.1 acre property that does not include any commercial uses.

#### **MASTER PLAN FINDINGS – MODIFICATION TO DEVELOPMENT STANDARDS**

Adjustments to the development standards of Chapter 17.38 of the Sierra Madre Municipal Code 17.38 may be permitted in the master plan provided the Planning Commission finds that the project:

1. **Contains activities and function which will be a significant asset for the city;** The Master Plan preserves the Villa del Sol D'Oro, a valuable historic asset, including preservation of the Villa's three historic gates, the caretaker's home and the former garage/stable. The Master

Plan preserves significant open space, with over six acres or 57% of the campus dedicated to open space and recreation. The plan will preserve and enhance the native oak trees and several significant trees, including the Moreton Bay Fig tree, which is the largest specimen in the community. The school has a long tradition of serving Sierra Madre. The school instituted a community service program in 1997, dedicating thousands of hours to community causes and events. These include sponsoring events in the surrounding schools and parishes. The school has hosted Humanity week, providing food and clothing for the needy. The school hosts a Halloween event for the community, serving as a safe space for local children. The Alverno athletic field served as a safe open space during the COVID-19 pandemic for local families.

2. **Adequately mitigates impacts attributable to any increase in floor area ratio and height;** The Master Plan is consistent with Objective L41.1 of the Sierra Madre General Plan by providing substantial building setbacks, eighty feet from Highland Avenue and twenty feet from the Michillinda Avenue property lines. Highland Avenue has a 60-foot right-of-way, while Michillinda has a 64-foot right-of-way. Existing mature trees and landscaping exists at the school's perimeters to adequately screen the new buildings and additional plant materials will be added to provide additional mitigation. The design of the main classroom building will vary the elevation and height of the building. The additional height in the main classroom building assists in mitigating noise impacts to the surrounding residences. The three-story component helps to preserve significant trees and open space on the campus to the benefit of the school and the surrounding community.
3. **Provides additional benefits to the community above those which can be exacted to account for the development's direct impact;** The school continues to provide parking for the city and for community events, such as the Wisteria Festival. The school provides space for the Sierra Madre Boy and Girl Scouts and the Sierra Madre Dance Company. The Villa hosts the Friends of the Library and other city functions. The school's athletic facilities are available for neighborhood and City use. The future multi-purpose building will be available to the City. The school and the City voluntarily approved a joint facility use agreement in 2006.

### **PUBLIC NOTICE PROCESS**

This item was noticed for 30-days in advance of the public hearing. The packet can be accessed on the City's website at [www.cityofsierramadre.com](http://www.cityofsierramadre.com).

### **ENVIRONMENTAL**

A 2021 addendum to the Mitigated Negative Declaration (MND) for the Alverno Heights Academy was prepared by Sapphos Environmental, Inc., determining that the facts upon which the findings were based in the 2011 Initial Study/MND (IS/MND) for the Alverno Heights Academy Master Plan improvements remain unchanged. Technical specialists reviewed the assumption that were used in the impact analysis for the 2011 IS/MND and validated that the proposed Refined Project would not create new or substantially more adverse impacts than those evaluated for the approved project. All 18 of the mitigation measures involving the 2011 approved project would be applicable to the 2021 refined project (*Table 7, Environmental Checklist and Analysis*). In addition, four mitigation measures have been added in relation to cultural resources to further reduce impacts to below the level of significance (provided below). However, there would be no new or substantially more adverse impacts resulting from the 2021 refined project compared to the project analyzed in the 2011 IS/MND.

With the following mitigation measures, the project is determined to have less than a significant impact to Tribal Cultural Resources:

**MM CULTURAL-1: Avoidance of Historical Resources.**

Prior to the initiation of ground-disturbing activities, the School shall review the construction plans to ensure that any known cultural resources that are required to be avoided have been marked as “off-limits” areas for construction and construction staging.

**MM CULTURAL-2: Archaeological and Historical Resources.**

*Avoidance and Monitoring.* Completion of a Worker Education and Awareness Program (WEAP) for all personnel who will be engaged in ground-disturbing activities shall be required prior to the start of ground disturbing activities. This shall include training that provides an overview of cultural resources that might potentially be found and the appropriate procedures to follow if cultural resources are identified. This requirement extends to any new staff prior to engaging in ground disturbing activities (*Alverno Heights Academy Master Plan Addendum Cultural Resources Technical Report July 26, 2021 Page 27*).

In the event that previously unknown archaeological resources, historical resources, or tribal cultural resources (resource[s]) are encountered during construction, the resource(s) shall be flagged and avoided with a 50-foot buffer until a qualified archaeologist is contracted to evaluate the resource(s). Should the resource(s) be found to be significant, the resource(s) shall either be left *in situ* and avoided; or the resource(s) shall be salvaged, recorded, and repositioned following standard archaeological procedures. Data recovery is not required by law or regulation. It is, however, the most commonly agreed-upon measure to mitigate significant impacts to archaeological sites eligible or listed in the California Register under Criterion D, as it preserves important information that would otherwise be lost.

**MM CULTURAL-3: Compliance with the Secretary of the Interiors Standards for the Treatment of Historic Properties.**

All work completed on the caretaker’s cottage and associated detached garage, the detached Villa garage, and interior of the Villa will be completed in a way that complies with the Secretary of the Interior’s *Standards for the Treatment of Historic Properties*. Design review of the proposed additions to these buildings as well as any alterations to the interior of the Villa by a qualified Architectural Historian is required prior to the initiation of construction.

**MM CULTURAL-4: Regulatory Requirements – Human Remains.**

In accordance with Section 7050.5 of the California Health and Safety Code, if human remains are encountered during excavation activities, the County Coroner shall be notified within 24 hours of the discovery. No further excavation or disturbance of the site or any nearby areas reasonably suspected to overlie adjacent remains shall occur until the County Coroner has determined, within two working days of notification of the discovery, the appropriate treatment and disposition of the human remains.

If the County Coroner determines that the remains are or are believed to be Native American, she/he shall notify the NAHC in Sacramento within 24 hours. In accordance with Section 5097.98 of the California PRC, the NAHC shall immediately notify the person(s) it believes to be the Most Likely Descendant of the deceased Native American. The descendants shall complete their inspection and make a recommendation within 48 hours of being granted access to the site. The designated Native American representative would then determine, in consultation with the Los Angeles County Metropolitan Transportation Authority (Metro), the

disposition of the human remains. The Most Likely Descendant's recommendation shall be followed if feasible and may include scientific removal and non-destructive analysis of the human remains and any items associated with Native American burials. If Metro rejects the Most Likely Descendant's recommendations, the agency shall rebury the remains with appropriate dignity on the property in a location that will not be subject to further subsurface disturbance (14 California Code of Regulations §15064.5(e)).

**Attachments**

- Attachment A: Planning Commission Resolution 21-19 with Conditions of Approval Conditional Use Permit Findings and Master Plan Findings
- Attachment B: Alverno Heights Academy Master Plan - Due to the size of the document it may be accessed at the following link:  
[www.cityofsierramadre.com/aha](http://www.cityofsierramadre.com/aha)
- Attachment C: 2021 Addendum to the Mitigated Negative Declaration - Due to the size of the document it may be accessed at the following link:  
[www.cityofsierramadre.com/aha](http://www.cityofsierramadre.com/aha)
- Attachment D: Public Comment Received

**PLANNING COMMISSION RESOLUTION 21-19**

**A RESOLUTION OF THE PLANNING COMMISSION OF  
THE CITY OF SIERRA MADRE TO CONSIDER  
A CONDITIONAL USE PERMIT AMENDMENT (RESOLUTION 11-10 AMENDED BY  
RESOLUTION 21-19) AND ADDENDUM TO THE MITIGATED NEGATIVE DECLARATION  
TO UPDATE THE ALVERNO HEIGHTS ACADEMY MASTER PLAN TO ALLOW THE  
CONSTRUCTION OF PERMANENT CLASSROOM BUILDINGS TO ACCOMMODATE  
TRANSITIONAL KINDERGARTEN TO EIGHTH (TK-8<sup>th</sup>) GRADE INSTRUCTION AND OTHER  
CAMPUS IMPROVEMENTS AT 200 NORTH MICHILLINDA AVENUE**

THE PLANNING COMMISSION OF THE CITY OF SIERRA MADRE DOES HEREBY  
RESOLVE:

**WHEREAS**, an application for an amendment to a Conditional Use Permit and Addendum  
to a Mitigated Negative Declaration for a Master Plan Update was filed by:

**Julia Fanara, Head of School  
Alverno Heights Academy  
200 North Michillinda Avenue  
Sierra Madre, CA 91024**

**WHEREAS**, the request can be described as:

A request to amend a Conditional Use Permit (Resolution No. 11-10 amended by Resolution No. 21-19) to allow a Master Plan Update for Alverno Heights Academy to include permanent classroom buildings to accommodate TK-8<sup>th</sup> grade co-ed instruction; demolition of faculty offices to accommodate new faculty parking; addition to the existing visual performing arts building; convert chapel to garage/storage, and convert cottage to flexible classroom space. The Master Plan would conform with the permitted maximum enrollment of 400 students inclusive of the high school program.

**WHEREAS**, the Planning Commission has received the report and recommendations of staff;

**WHEREAS**, a public hearing was held before the Planning Commission at the November 18, 2011 meeting, with all testimony received being made part of the public record;

**NOW THEREFORE**, in consideration of the evidence received at the hearing, and for the reasons discussed by the Commissioners at said hearing, the Planning Commission now finds as follows:

**CONDITIONAL USE PERMIT FINDINGS**

The Planning Commission must make the following findings for the approval of a Conditional Use Permit:

1. **That the site for the proposed use is adequate in size, shape and topography;** Alverno High School is situated on a 12.10-acre campus, one of the largest school sites in the City. The school has one of the smallest proposed enrollments (400 students) in the community and its buildings cover less than 13% of the site. The approved Master Plan would increase

this coverage to 17%, continuing to provide generous amounts of open spaces. The school gently slopes 30 feet from Highland to Grandview, in a distance of 670 feet, which has reduced to insignificant the impacts from grading.

2. **That the site has sufficient access to streets which are adequate, in width and pavement type to carry the quantity and quality of traffic generated by the proposed use;** The school is served by a major arterial street, Michillinda Avenue. Unlike the approved project, the 2021 refined project operation is anticipated to generate a net total decrease of trips during the peak hour. Existing School (High School) generates a total of 823 trips per day. At full enrollment of 400 students (200 high school and 200 TK-8<sup>th</sup> grade students), peak traffic counts will decrease from 823 daily trips (400 high school students) to 727 daily trips, a decrease of trips per day on Michillinda Avenue, which is considered minimal. The Master Plan will decrease traffic on Highland Avenue, Wilson Street and Grandview Avenue. The Master Plan meets and exceeds the City's parking codes. Additional traffic and parking mitigation measures have been imposed, including double "drop-off" lanes in the student parking lot.
3. **That the proposed use will not unreasonably interfere with the use, possession and enjoyment of surrounding and adjacent properties;** The Master Plan has been designed to reduce impacts to insignificant. The plan would continue and enhance the 60 year use of the 12-acre site for a girl's high school and TK-8<sup>th</sup> lower school. The environmental analysis provides a series of mitigation measures and the imposed conditions of approval were developed to protect the surrounding and adjacent properties, including reasonable limits on enrollment, use of the school facilities, including the Villa, the Multi-Purpose Building and the Soccer/Softball Field so as not to unreasonably interfere with the use, possession and enjoyment of surrounding and adjacent properties.
4. **That there is a demonstrated need for the use requested;** Alverno has demonstrated through the Strategic Planning and Master Plan processes, the need for the update. The new facilities will permit the school to meet the changing educational needs for young women and introduce a lower school providing TK-8<sup>th</sup> instruction, which will allow the school to continue to attract the highest caliber students.
5. **That the use will, as to location and operation, be consistent with the objectives of the General Plan;** Objective L41.2 of the General Plan is *"to provide for the development of private institutional uses in areas where institutional uses currently exist and ensure that they are compatible with and complement adjacent land uses."* The school has occupied the site for over 60 years and the proposed Master Plan, with the mitigation measures and conditions of approval, will be compatible with and complement adjacent land uses. It is common for schools to be in residential areas and the size of the site is more than adequate for the intensity of the use of the school and by the greater Sierra Madre community. The school has also complied with General Plan objectives by providing the City and its residents with facilities for governmental, entertainment, athletic and cultural events.
6. **That the public interest, convenience, and necessity require that the use be permitted at the location requested;** The major change to the campus from the 2011 Master Plan includes the new Lower School campus accommodating TK-8<sup>th</sup> grade instruction. The school provides needed primary and secondary school opportunities for residences of Sierra Madre. Furthermore, the master plan preserves the Historic Villa for the public benefit, including use by civic organizations and the City of Sierra Madre.



Pursuant to Code Section 17.38.040(C), the Planning Commission shall make the following additional findings that the proposed development plan is consistent with the General Plan, with respect to the following provisions:

- 1. Building siting, massing and scale shall be consistent and compatible with adjacent uses;** The lower campus buildings would be located on an open space area adjacent to Michillinda Avenue and Highland Avenue. Inbound traffic will be provided from Michillinda Avenue which is a major arterial and appropriate in size to carry the traffic. Internal to the campus is the designated Lower Campus student drop-off/pick-up from the existing driveway with egress to Highland Avenue. Upper Campus parking is enhanced by the removal of existing faculty offices to accommodate 31 new faculty parking stalls. Conversion of existing buildings including the conversion of the chapel to a garage and storage building, conversion of the cottage to flexible classroom space, and addition to the art classroom building will retain the eclectic character of the campus.
- 2. Structures should be designed to a high level of architectural quality, being a visual asset in the area in which they are located;** The Master Plan provides conceptual massing of the multipurpose building. Architectural details of the building will be submitted later as this phase of development is implemented. A project condition is imposed that as each phase of development is implemented, the applicant and property owner shall submit plans for conformity review. The plans shall include, but not be limited to site plans, elevations, floor plans, cross-sections, dimensions, materials, colors, landscaping size and species, as necessary. The Director of Planning and Development, or his/her assignee, shall review the plans for conformance with the approved Master Plan, General Plan objectives and zoning standards, as part of the plan check process, prior to issuance of the necessary building permits. The Director, or his/her assignee, may refer the plans to the Planning Commission, in his/her discretion, for review for conformity with the approved Master Plan, as part of the plan check process and prior to the issuance of building permits. This condition shall ensure that the architectural quality of the lower school camps and conversion of existing building for school purposes is consistent with the General Plan and zoning development standards.
- 3. Landscaping shall be incorporated with the building design and reflect the overall visual character of the district which surrounds it;** Careful effort has been made by Alverno to minimize tree removal and the school is subject to mitigation measures for the removal of two protected oak trees adjacent to the Lower School and three smaller oak trees adjacent to the lower school sports court will require special consideration and may be eligible for boxing and transplanting on campus under review and recommendation by the project arborist. Removal of any protected trees will require an application to be reviewed by the Department of Public Works in order to receive a permit. To minimize any aesthetic impacts with campus' building designs, additional accent trees and shrub massing is introduced in various locations throughout the campus to improve the overall visual character of the surrounding area.
- 4. Buildings and sites shall be designed to enhance the pedestrian character of the city, by opening directly onto sidewalks, providing walkways, other pedestrian linkages, and other amenities and incorporating public open activity spaces;** Pedestrian and vehicle entrances to the Alverno campus will be maintained, and updated perimeter landscaping will improve the pedestrian character surrounding the Alverno campus. The new Lower Campus school buildings are designed to showcase the Morton Bay Fig Tree. A sport court and play areas are introduced to the Lower Campus to accommodate outdoor activity during recess and lunch periods.

5. **Compatible with adjacent uses;** The plan would continue and enhance the 61 year use of the 12-acre site for a girl's high school and the addition of a new Lower Campus accommodating TK-8<sup>th</sup> grade instruction. Student enrollment will remain at 400 students for the entirety of the campus. The environmental analysis provides a series of mitigation measures and the imposed conditions of approval were developed to protect the surrounding and adjacent properties, including reasonable limits on enrollment, use of the school facilities, including the Villa, the Multi-Purpose Building the Soccer/Softball Field, and the new Lower Campus so as not to unreasonably interfere with the use, possession and enjoyment of surrounding and adjacent properties.

### **MASTER PLAN FINDINGS**

Master Plan Objectives and Requirements. In addition to the findings required for a conditional use permit, the Planning Commission, and the City Council on appeal, shall find that the proposed master plan is consistent with the general plan and that all of the following provisions are met:

1. **Structures shall convey the village theme in their siting, massing, scale, use of open space and architectural character, and shall otherwise be consistent and compatible with adjacent uses;** The school buildings are designed to be compatible with the surrounding single-family and multi-family land uses. The campus will provide 57% open space at build-out of the Master Plan. The Lower School Campus preserves the significance of the Moreton Bay Fig tree in a proposed central courtyard area, drawing upon the architectural elements of the Villa and the Mid-Century modern school buildings. The arborist recommended that the Lower School structure be setback sixty feet from the trunk of the Moreton Bay Fig tree, creating a 120-foot diameter around the tree to protect its roots. This area is ideally suited for the Lower School's landscape central courtyard village theme, which will be carried out by the focus on the site planning of the central courtyard, varying the heights of the buildings as they move away from the Villa, with three of the classrooms and the administrative building one story in height and located west of the Villa road. Furthering the village theme, the design preserves the historic Villa gates, an open space lawn area of Highland Avenue, and the Villa's main curved entry roadway.
2. **Historic Structures should be preserved to the maximum extent possible, and the project improvements shall be located and design in a manner that does not adversely affect properties in the immediate neighborhood nor adversely affect cultural, historic, and environmental resources;** The Villa will continue to be preserved as a major historic resource for the city and for Alverno. The 2021 Master Plan Update would encourage the adaptive reuse of the Villa for the school's chapel, business offices, faculty lounge, and student activities. There are no exterior changes proposed to the Villa. The plan preserves the main entry road and the entry gate from Highland Avenue. The other historic gates will be preserved. The art classroom will be designed to be compatible with the existing Visual and Performing Arts Building, utilizing the setbacks on Wilson Street. There would be no changes to the exterior of the caretaker's home. The Lower School classrooms would be setback 80 feet from the landscape buffer on Michillinda Avenue, with increased density of landscaping in this area.
3. **Structures should be designed to a high level of architectural quality, being a visual asset in the area in which they are located;** The concept architecture for the new buildings will be compatible with the Villa's materials and design. The buildings would present a new identity in line with the school's past. The buildings would be faced in smooth plaster, have exposed wood elements, simple forms, and clearstory windows for light and security. The Lower School Campus site plan takes advantage of the natural terrain, with building

components vary between one and three stories in height. The buildings will also draw upon Mid-Century Modern elements found in the existing campus, including the use of generous overhangs, exposed wood, such as benches and trellises, and natural materials.

4. **Buildings and sites shall be designed to enhance the pedestrian character of the city, by opening directly onto sidewalks, providing walkways, other pedestrian linkages, and other amenities and incorporating public open activity spaces;** Due to public safety considerations at all schools, the Alverno Height Academy Master Plan must balance this goal with student and faulty safety. The 2011 Master Plan enhanced the pedestrian character of the city by the installation of the decorative perimeter pilasters, view fencing and landscaping buffer on Michillinda Avenue; installation of the decomposed granite pathway and landscaping on Grandview Avenue; and the use of the Villa's gates on Michillinda Avenue and Wilson Street. Additional campus walkways were installed as part of the 2011 Master Plan. The 2021 Master Plan update includes new ADA access from Michillinda and access through the Villa's gate on Highland Avenue. The site plan preserves the Villa's main entry road from highland Avenue and includes new sidewalks on the west side of the road. The 2021 Update includes additional campus walkways. The athletic field is accessible and used by residents of the surrounding community.
5. **Landscaping shall be incorporated with the building design and reflect the overall visual character of the district which surrounds it, and shall consist of a combination of trees, shrubs and ground cover with careful consideration given to the eventual size, form, susceptibility to disease and pets, durability, and adaptability to existing soil and climate conditions;** The concept landscaping plan draws its inspiration from the existing campus use of native and drought tolerant tree, shrubs, and ground cover approved in the 2011 Master Plan.. The Lower School Site Plan preserves the Moreton Bay Fig tree with a 120-foot diameter area around the tree where no structures can be located. The Moreton Bay Fig tree serves as a major focal point of the campus and as the student courtyard. The landscape concept continues the historic use of olive trees (*Olea Europea*) along Grandview Avenue, extended to the Michillinda perimeter, complimented with native Oak trees. Jacaranda and Crete Myrtle trees are added as flowering accent trees. Drought tolerant shrubs such as lavender and dwarf bottle brush are mixed in with drought tolerant groundcovers like Tufted Hair Grass and Ceonothus. Additional planting would be provided on Michillinda Avenue and Highland Avenue to screen the Lower School campus improvements.
6. **The project shall incorporate water conservation practices such as, but no limited to, greywater plumbing, permeable ground surfaces, drought tolerant landscaping, green building materials, rainwater capture devices and low-flow fixtures;** The school installed a series of rainwater capture devices with the construction of the athletic field in 2019. These devices capture storm water from the east half of the entire campus. Rain capture devices were installed with the modular classroom in 2020. This rainwater harvesting has led to substantial water conservation on the campus. The 2021 Master Plan Updates includes provisions for additional rain capture devices draining the west half of the campus. The concept landscape plan would expand in the exiting use of drought tolerant and native species of trees, shrubs, and ground cover, and continue the use of drip-0irrigatioin systems. The construction plans will include low-flor plumbing fixtures.
7. **Any development of a site located north of the "Hillside view line" defined in Section 17.52.080 of this title or adjacent to R-H zoned property shall protect the natural environment from change, preserve and protect views and preserve and maintain the identity, image and environmental quality of the R-H zone;** Alverno Heights Academy is located outside of the Hillside view line as defined in Section 171.52.080 of the Sierra Madre

Municipal Code.

8. **The project will not displace or encroach into existing commercial uses;** Not applicable. Alverno Heights Academy is located on a self-contained 12.1-acre property that does not include any commercial uses.

### **MASTER PLAN FINDINGS – MODIFICATION TO DEVELOPMENT STANDARDS**

Adjustments to the development standards of Chapter 17.38 of the Sierra Madre Municipal Code 17.38 may be permitted in the master plan provided the Planning Commission finds that the project:

1. **Contains activities and function which will be a significant asset for the city;** The Master Plan preserves the Villa del Sol D'Oro, a valuable historic asset, including preservation of the Villa's three historic gates, the caretaker's home and the former garage/stable. The Master Plan preserves significant open space, with over six acres or 57% of the campus dedicated to open space and recreation. The plan will preserve and enhance the native oak trees and several significant trees, including the Moreton Bay Fig tree, which is the largest specimen in the community. The school has a long tradition of serving Sierra Madre. The school instituted a community service program in 1997, dedicating thousands of hours to community causes and events. These include sponsoring events in the surrounding schools and parishes. The school has hosted Humanity week, providing food and clothing for the needy. The school hosts a Halloween event for the community, serving as a safe space for local children. The Alverno athletic field served as a safe open space during the COVID-19 pandemic for local families.
2. **Adequately mitigates impacts attributable to any increase in floor area ratio and height;** The Master Plan is consistent with Objective L41.1 of the Sierra Madre General Plan by providing substantial building setbacks, eighty feet from Highland Avenue and twenty feet from the Michillinda Avenue property lines. Highland Avenue has a 60-foot right-of-way, while Michillinda has a 64-foot right-of-way. Existing mature trees and landscaping exists at the school's perimeters to adequately screen the new buildings and additional plant materials will be added to provide additional mitigation. The design of the main classroom building will vary the elevation and height of the building. The additional height in the main classroom building assists in mitigating noise impacts to the surrounding residences. The three-story component helps to preserve significant trees and open space on the campus to the benefit of the school and the surrounding community.
3. **Provides additional benefits to the community above those which can be exacted to account for the development's direct impact;** The school continues to provide parking for the city and for community events, such as the Wisteria Festival. The school provides space for the Sierra Madre Boy and Girl Scouts and the Sierra Madre Dance Company. The Villa hosts the Friends of the Library and other city functions. The school's athletic facilities are available for neighborhood and City use. The future multi-purpose building will be available to the City. The school and the City voluntarily approved a joint facility use agreement in 2006.

PURSUANT TO THE ABOVE FINDINGS, IT IS RESOLVED that the Planning Commission adopts the mitigated negative declaration and approves the Conditional Use Permit as follows:

#### **A. ADOPTION OF MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM**

The Planning Commission has reviewed and considered the Mitigated Negative Declaration and

in view of all of the evidence, adopts the Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program. The location and custodian of records with respect to all of the relevant documents and any other material which constitutes the administrative record for the Mitigated Negative Declaration are as follows: Director of Planning and Community Preservation, 232 W. Sierra Madre Boulevard, Sierra Madre CA 91024.

Based upon the facts and information contained in the proposed Mitigated Negative Declaration, together with all written and oral reports included for the environmental assessment for the application, the Planning Commission finds that with the proposed mitigation measures, there is no substantial evidence that the project will have a significant effect upon the environment and adopts a Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program based upon the findings as follows:

1. The Mitigated Negative Declaration has been prepared in compliance with the California Environmental Quality Act the State and Sierra Madre CEQA guidelines promulgated there under. The Mitigated Negative Declaration and the Initial Study prepared reflect the independent judgment of the Planning Commission; further, this Planning Commission has reviewed and considered the information contained in said Mitigated Negative Declaration with regard to the application.
2. Based upon the design of proposed project and the mitigation measures incorporated, no significant adverse environmental effects will occur.
3. Pursuant to the provisions of Section 15074 of Title 14 of the California Code of Regulations, the Planning Commission finds that in considering the record as a whole, including the addendum to the Mitigated Negative Declaration for the project, there is no evidence that the proposed project will have potential for an adverse impact upon wildlife resources or the habitat upon which wildlife depends. Furthermore, based upon substantial evidence contained in the Mitigated Negative Declaration, the staff reports and exhibits, and the information provided to the Planning Commission during the public hearing, the Planning Commission hereby finds that there is no substantial evidence that the project will have a significant effect on the environment.

## **B. APPROVAL OF CONDITIONAL USE PERMIT**

The Planning Commission hereby APPROVES the issuance of a Conditional Use Permit, subject to the conditions of approval in Exhibit A and further subject to the conditions of approval of prior conditional use permits. The Planning Commission authorizes the Director of Planning and Community Preservation, or his/her designee, to cause a Notice of Determination to be filed with the Los Angeles County Clerk and the State of California within five (5) working days after the approval of the Conditional Use Permit Amendment.

These actions are final, unless appealed to the City Council in writing within ten (10) days following the adoption of this Resolution, pursuant to the provisions of Section 17.60.120 of the Sierra Madre Municipal Code.

The time in which to seek judicial review of this decision shall be governed by Code of Civil Procedure Section 1094.6. The Planning Commission Secretary shall certify to the adoption of this resolution, transmit copies of the same to the applicant and the applicant's counsel, if any, together with a proof of mailing in the form required by law and shall enter a certified copy of this resolution in the book of resolution of the City.

Planning Commission Resolution 21-19  
November 18, 2021

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APPROVED, the \_\_\_th day of November, 2021, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

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William Pevsner, Chair  
Sierra Madre Planning Commission

ATTEST:

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Vincent Gonzalez, Director  
Planning and Community Preservation Department

**EXHIBIT A**

**CONDITIONS OF APPROVAL**

**GENERAL CONDITIONS**

The applicant and property owner shall:

1. Comply with all applicable provisions of Federal, State and Los Angeles County law and regulations, including but not limited to the California Environmental Quality Act.
2. Comply with the requirements of the Institutional Zone Ordinance (Chapter 17.38) of the City's Municipal Code, as well as the Goals and Policies of the General Plan pursuant to Institutional Land Use as referenced below.

Policy L41.2 of the City's General Plan allows for the expansion of existing institutional sites provided that a comprehensive master plan is approved. Please note that submittal of an amended master plan document and application for a CUP for the permanent classroom buildings is required pursuant to Code Section 17.38.030(A)(17), "any new structure or addition to, structural alteration of, or intensification of an existing use or structure except as permitted in Section 17.3020" shall be subject to the approval of a Conditional Use Permit (CUP).

3. Comply with all applicable provisions of the Sierra Madre Municipal Code, including but not limited to those Chapters pertaining to Zoning, Building and Construction, Vehicles and Traffic, and Health and Safety, and including all such provisions which may be contained in Uniform Codes which have been incorporated by reference within the Sierra Madre Municipal Code.
4. To the fullest extent permitted by law, fully protect the City, its employees, agents and officials from any loss, injury, damage, claim, lawsuit, expense, attorneys' fees, litigation expenses, court costs or any other costs arising out of or in any way related to the issuance of this approval, or the activities conducted pursuant to this approval. Accordingly, to the fullest extent permitted by law, the applicant and property owner shall defend, indemnify and hold harmless City, its employees, agents and officials, from and against any liability, claims, suits, actions, arbitration proceedings, regulatory proceedings, losses, expenses or costs of any kind, whether actual, alleged or threatened, including, but not limited to, actual attorneys' fees, litigation expenses and court costs of any kind without restriction or limitation, incurred in relation to, as a consequence of, arising out of or in any way attributable to, actually, allegedly or impliedly, in whole or in part, the issuance of this approval, or the activities conducted pursuant to this approval. Applicant and property owner shall pay such obligations as they are incurred by City, its employees, agents and officials, and in the event of any claim or lawsuit, shall submit a deposit in such amount as the City reasonably determines necessary to protect the City from exposure to fees, costs or liability with respect to such claim or lawsuit.
5. Execute and deliver to the City's Department of Planning and Community Preservation an Affidavit of Acceptance of Conditions on a form to be provided by such Department within ten (10) days from the date of approval of the Master Plan. This approval shall not be effective for any purpose until the Applicant complies with this condition.

## **PLANNING AND COMMUNITY PRESERVATION DEPARTMENT**

Applicant and property owner shall:

1. Mitigation Compliance – Comply with the 20 mitigation measures included as part of the Addendum to the Mitigated Negative Declaration (MND) for the Alverno Heights Academy Master Plan. All prior Mitigation Measures from the 2011 MND are applicable and held in full force.
2. Student Body Capacity – The proposed classroom buildings will not generate additional student capacity beyond that permitted by the 2011 Master Plan (400 students total). The student population of the existing High School (9-12<sup>th</sup> grades) has a capacity of 200 students. Introducing transitional kindergarten to eighth grade (TK-8<sup>th</sup> grade) will add an additional 200 students, which fall within the allowable student body capacity. At all times, AHA shall comply with all parking requirements as fluctuations in student capacity occur.
3. Design Review
  - A. The Planning Commission shall conduct design review for the Lower School Campus Improvements (sports court, classroom buildings and administrative building) and Multi-Purpose Building in accordance with Chapter 17.60 of the SMMC.
    1. AHA shall submit a design review permit for a component of the Lower School Campus improvements for Planning Commission review within five (5) years of the date of this approval; failure to do so will constitute an abandonment of the entitlement and shall render this approval null and void unless a time extension is granted by the Planning and Community Preservation Department.
    2. The height of the Multi-Purpose Building shall not exceed 33 feet in height of the Institutional Zone.
    3. The average height of the Lower School Classrooms shall not exceed 33 feet in height, with exception of parapets and mechanical equipment screening. Architectural features, such as elevators, theme tower and other features shall not exceed 39 feet in height.
    4. AHA shall cause to be constructed story poles at the location of the Multi-Purpose Building and the Lower School buildings to depict the scale height, and massing of the buildings, at least 7 days prior to the Planning Commission's review of the plans.
  - B. AHA shall submit the art classroom addition, parking areas, adaptive reuse of the caretaker's residence and the Villa for administrative design review in accordance with Section 17.60 of the SMMC.
4. Historic Preservation – The Planning Commission shall conduct design review for new substantial additions and new construction of campus buildings. Administrative Design review shall be conducted by the Director. The Secretary of the Interiors Standards shall be applied to ensure that there is no impact to the historic Villa, based on the recommendations of Sapphos Environmental.



5. Seismic Safety – Survey/rate the seismic safety of existing private school buildings constructed prior to 1986. New construction shall apply standards and enforcement pursuant to the Private Schools Building Safety Act and the California Building Code Seismic Risk Factor, Category 3. Private schools are subject to the provisions of the Private Schools Building Safety Act of 1986 to ensure that children attending private schools are afforded equivalent earthquake safety as afforded public school students. The legislation regulates the design and structure of private schools and provides for inspections by an enforcement agency. A "private school structure" is defined by California law as "any building used for educational purposes through the 12th grade by 50 or more persons for more than 12 hours per week or four hours in any one day." Certain structures 2,000 square feet or less in floor area are exempt. *Cal. Educ. Code §17320 et seq.*
6. Phasing Plan – Submit each phase of the Master Plan development to the Planning and Community Preservation Department for conformity review, as each phase of the Master Plan development is implemented.
  - a. The plans shall include, but not be limited to site plans, elevations, floor plans, cross-sections, dimensions, materials, colors, landscaping size and species, as determined as necessary by the Director of Planning and Community Preservation.
  - b. The Phasing Plan for the Master Plan allows flexibility for the school to meet its programming goals; therefore, the projects are not sequential in timing and can be constructed individually or concurrently. The Phasing Plan is divided into various projects and are not in any particular order. The projects consist of conversion of the existing chapel to its former storage use and relocation of the chapel to the Villa; adaptive reuse of the caretaker's home to flexible classroom; construction of the art classroom addition; demolition of the business office and faculty lounge with relocation to the Villa; construction of the faculty parking area; addition/reconfiguration of the Michillinda parking lot; construction of the lower school sports courts; construction of lower school in phases or as a whole, and completion of the multi-purpose building.
  - c. The Director of Planning and Community Preservation, or his/her assignee, shall review the plans submitted for conformity review with the approved Master Plan and General Plan objectives and zoning standards, as part of the plan check process, and prior to issuance of building permits. The improvements will then be referred to the Planning Commission for review of the architecture, grading, design, massing and landscaping for new substantial additions and new construction of campus buildings. Administrative Design review shall be conducted by the Director.
  - d. A fee for review by the Planning Commission shall be paid by the Applicant and Property Owner as a deposit against staff costs to process the review, and shall be a "Planning – Plan Check" fee, pursuant to the City's Fee Schedule.
7. Parking – Submit a parking plan together with each submittal of a Master Plan development phase, which the Director finds meets the intent of Chapter 17.68 of the Municipal Code.
  - a. The parking plan shall maintain the existing parking for the uses during the construction process or provides for the required number of spaces in accordance with the Master Plan. For example, any reduction of existing parking spaces due to construction should be

provided via equivalent on-site temporary parking spaces, or concurrent construction of new parking spaces pursuant to the Master Plan.

- b. Submit to the Planning and Community Preservation Department detailed scale plans for the Michillinda and Wilson parking lots, including the student drop-off and pick up area, and the parking spaces located along the driveway at the southwest part of the campus which meet the minimum parking dimensions and clearances, pursuant to Chapter 17.68 of the Sierra Madre Municipal Code. Submittal of parking plans shall be required at the first plan check submittal for relevant Phases of the Master Plan development, whichever occurs first.
8. Lighting – All lighting shall be shielded and directed onto the site. No floodlighting shall be located so as to shine directly onto any adjacent residential property, unless the lighting is low-level security lighting that cannot be effective unless it shines onto adjacent residential property.

Prohibit lighting of the soccer/softball field and shall prohibit use of the soccer/softball field for nighttime games, play or activities.

#### **BUILDING & SAFETY DEPARTMENT**

The applicant and property owner shall:

1. The improvements to will require full compliance with Title 24 Disabled access requirements including access to accessible restrooms, disabled parking and path of travel to the public right-of-way.
2. All utilities shall be underground.

#### **PUBLIC WORKS DEPARTMENT**

The applicant and property owner shall:

1. Submit plans for the trimming, removal and replanting of parkway trees and repairing and replacement of sidewalk on all sides surrounding the property as part of the submittal of perimeter fencing and landscaping improvements as called for in the Master Plan. Supplemental plant material shall be planted on Highland Avenue and Wilson Street to enhance visual aesthetics and to minimize visibility of the property. The plans for parkway trees and construction of sidewalk shall be subject to review and approval by the Director of Public Works, in consultation with the Director of Planning and Community Preservation. The parkway trees shall be replanted and the sidewalk shall be constructed at the same time that the supplemental landscaping improvements are made.
2. AHA shall submit a traffic and control plan for lower school entrances.
3. Driving surface (driveway or otherwise) of the Highland exit must be made of material that will not deposit sediments or other pollutants into the public right-of-way.
4. Application for tree removal, pruning, and protection measures must adhere with SMMC 12.20.
  - a. Existing trees must be shown on plans with an 8-point compass measurements of

canopies (not 4-point as mentioned in Proposed Addendum to the Mitigated Negative Declaration dated July 26, 2021).

- b. All mitigation measures from previous tree removal permitting (Master Plan 2011 until current) must be presented to the Department with use of a map and pictures.
5. Demolition of existing structures shall require a Demolition Permit and meet requirements for Waste Management, Asbestos and Lead abatement and additional items under SMMC 8.13.

### **Grading and Drainage**

The applicant and property owner shall:

#### Grading / NDPES / LID

The applicant and property owner shall:

1. The City adopts the Los Angeles County 2014 LID Manual for application of the mandates for NPDES and LID for all developments which add, disturb, or alter 500 SF or more of impervious area.
2. Owner will be required to hire a civil engineer and depending on the project conditions an arborist and geotechnical engineer, to prepare grading/drainage and LID plans for all projects adding/altering/disturbing 500 square feet or more of impervious area.
3. No credit will be given for removal of existing impervious surfaces, except when the proposed impervious area has the exact same footprint and is at the same location as the existing impervious area.
4. Any improvements on an impervious area which alter the drainage patterns or existing grades on that area will be subject to LID, per sections 2 and 3 of the LID Manual.
5. Applicable refundable cash bond deposits shall be in place for projects which add between 500 and 1000 square-feet of impervious area, and for projects which add/alter/disturb more than 1000 square feet of impervious area per current adopted fee schedule.

### **UTILITY DEPARTMENT**

The applicant and property owner shall:

1. The City has a 6" steel water main with static pressure between 145 and 165 PSI on Michillinda Ave suitable for fire hydrants, institutional/irrigation services or fire services.
2. The City has an 8" Ductile Iron Pipe water main on Grandview with a static pressure of 145 PSI suitable for fire hydrants, fire services and Institutional/irrigation.
3. Fire Hydrants and or fire service locations shall be approved by both the City of Sierra Madre Fire and Utilities Departments.
4. Any substantial building addition or new construction shall be evaluated for a dedicated water meter for institutional use.

5. Improved landscape areas shall be evaluated to determine the necessity of a dedicated irrigation meter.
6. Any institutional leaks on the property, irrigation or otherwise shall be repaired according to the following schedule:
  - a. Within 60-days of receipt of entitlement, complete a water leak audit of the campus to identify the source of all water leaks and provide the city with the report.
  - b. Within 90-days from submission of the water leak audit, provide the city with a comprehensive leak repair plan.
  - c. Within one year from the date of entitlement, complete and repair all leaks on the campus.
7. All new buildings shall be connected to the sewer.

### **COMMUNITY SERVICES DEPARTMENT**

The applicant and property owner shall:

1. Events – All events shall be conducted in compliance with the Sierra Madre Municipal Code Chapter 9.32 (“Noise”).
  - a. Prohibit any concurrent events at the Villa, soccer/softball field, and multipurpose building, with the exception of school-related events which do not include additional visitors to the campus other than Alverno students, faculty and school staff. If there are school-related events that involve outside sports teams, unless the events are in the same sport, the events shall be scheduled with a minimum of one hour of time between the end of the first event and the beginning of the second event in order to provide for sufficient on-campus parking and to mitigate traffic concerns. No more than two events which induce additional visitors to visit the campus other than Alverno students, faculty and staff may occur on campus in any single day.
  - b. Prohibit renting the soccer/softball field to sports groups not associated with Alverno Heights Academy, such as American Youth Soccer Organization (AYSO), or for adult soccer.
  - c. Assign a parking attendant(s) to assist and direct the parking of vehicles in the Alverno campus parking areas for special events and for anticipated at-or near-capacity events in the multi-purpose building. At least one parking attendant shall be assigned for every special event where it is expected that at least 100 vehicles will be expected for parking in the Alverno campus.
  - d. Prohibit use of the multipurpose building for non-school events, with the exception of City of Sierra Madre events as permitted pursuant to the “Agreement for Use of Property Between Alverno High School and The City of Sierra Madre”, dated, May 2, 2006.
  - e. Any Sound amplification shall comply with the City’s noise ordinance pursuant to ....
2. Filming – No filming may occur on the property unless it is consistent with all provisions of the Municipal code, including Chapter 5.36 (“Commercial Photography and Motion Picture”).
3. Public Outreach – The City requires that AHA conduct a robust public outreach effort.

## **POLICE DEPARTMENT**

The applicant and property owner shall:

1. Provide on-site security (guard or video monitoring) during construction of lower campus and multi-purpose building.
2. Secure all construction materials stored on-site.
3. Construction must comply with the City's limitations regarding construction hours and days of operation pursuant to Chapter 9.32 of the Sierra Madre Municipal Code.
4. Provide a construction staging plan to avoid pedestrian/vehicular conflicts and business disruption during normal business hours.

## **FIRE DEPARTMENT**

The applicant and property owner shall:

1. Water supply – A new fire hydrant shall be installed within the campus in conjunction with a new fire access turn-around to west side of the Villa. Exact location to be approved by Sierra Madre Fire Department and Sierra Madre Utility Department.
2. Fire Access – Maintain the existing fire access gate installed in the perimeter fence on Michillinda Avenue adjacent to the classroom buildings as shown on the site plan.
3. Fire Protection – Install fire sprinklers and a fire alarm system in all new buildings and existing buildings being renovated over 70% of existing square footage.

Options for fire hydrant and fire protection system supply:

- A. Install a City fire hydrant at the location as described above. Install a 2" fire service with back-flow protection and bypass meter to supply the classroom fire protection system. (Confirm fire service size with fire protection engineer); or
  - B. Install a 6" fire service into the property with back-flow prevention and bypass meter to supply a private on-site hydrant and fire protection supply for current and future needs.
4. Disaster Preparedness – The emergency and disaster plans for AHA shall be reviewed to identify and required modification as the project moves through the construction phases.

(end of conditions)

## ATTACHMENT B

**Alverno Heights Academy Master Plan** – Due to the size of the document it may be accessed at the following link: [www.cityofsierramadre.com/aha](http://www.cityofsierramadre.com/aha)

## ATTACHMENT C

**2021 Addendum to the Mitigated Negative Declaration** – Due to the size of the document it may be accessed at the following link: [www.cityofsierramadre.com/aha](http://www.cityofsierramadre.com/aha)

ATTACHMENT D

**Public Comments Received**



Dear Chair William Pevsner and Planning Commissioners,

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and

of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

The masterplan will preserve the caretaker's cottage. The conversion of this 1930's home to flexible classrooms will adaptively reuse the home, protect the surrounding neighborhood, and assist the school in meeting its instructional needs. Other schools would just demolish the home.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Yours truly,  
Faith Larson

From: K S [mailto: ]  
Sent: Thursday, July 15, 2021 4:52 PM  
To: Public Comment <[publiccomment@cityofsierramadre.com](mailto:publiccomment@cityofsierramadre.com)>  
Subject: Request to speak on a matter not on the agenda

**CAUTION:** This message is from an EXTERNAL SENDER - be CAUTIOUS, particularly with links and attachments.

Dear Members of the Planning Commission, and City of Sierra Madre code enforcement;

We are a very private family but are being forced to publicly ask for the city's assistance in the following. We ask for your consideration that you do not allow this usage in Alverno's upcoming request for changes to the 2011 CUP and amendments.

We are asking for Alverno to stop using the Michillinda parking lot for anything other than it was intended under the 2011 CUP immediately. As long time residents, we are only asking for what is reasonable, and expected of residents living in any Sierra Madre City R-1 neighborhood. We want to be able to live in our home and use our property without interference from Alverno school and the Villa from impeding our right to do so in a peaceful manner.

Alverno chose to put a school in a neighborhood, a residential setting, therefore it needs to live within the sanctions of the 2011 CUP and TUP that allows it to operate. Alverno needs to stop making us suffer through the sounds of daily screaming, coaching, sports whistles bleating, yelling staff, students and parents, the banging of equipment, etc. bouncing off of the blacktop adjacent to our home. Noise we have been unable to block out due to how loud it gets.

Alverno has had approval for over a decade to build their multipurpose building in order to mitigate noise from the very events being held in the Michillinda parking lot. This building was supposed to start in 2018 well before the pandemic. No excuses. Alverno has instead chosen to start a K-8. We continue to disagree with the city for allowing this use because this type of school uses the property very differently than a girl's high school for which the 2011 CUP was written. We are suffering this change and it isn't necessary if Alverno would stop using the Michillinda parking lot as their multipurpose building. Alverno is now asking to build more classrooms instead of building the multipurpose room. Make them build it.

Alverno repeatedly violates the TUP by refusing to hold meetings with the neighbors every time we have asked. Alverno will not respond to the neighbor's requests asking the school to stop the changed use of the parking lot and the noise it's use has brought in 2020 to now. Since Alverno added a K-8, they have started using the property, specifically the Michillinda parking lot in ways the 2011 CUP stated would be "too impactful" and were not approved. This use impedes the reasonable use of the land in the immediate vicinity even endangering the public health and safety in several ways. The ongoing noise is unhealthful and the increased traffic has brought safety issues on the surrounding streets.

Conditional uses are characterized by their potential to generate certain types of impacts, depending upon where the use is located, how it is designed, and how it is operated. These uses require a higher level of review than a permitted use in order to ensure that the use is appropriate as proposed and designed. The conditional use permit process enables the decision-maker to determine whether the use is appropriate for its proposed location, to review its design and site layout to minimize or eliminate impacts, and to impose conditions of approval to ensure the use will be compatible with the surrounding area and with adjacent uses.

With that in mind, the 2011 CUP studied various sites on the property when determining where to build the multi sports field/amphitheater and multipurpose building. Alverno has the approval to build but with conditions that “the proposed use will not unreasonably interfere with the use, possession and enjoyment of surrounding and adjacent properties”. The 2011 CUP gave no approval for using the Michillinda parking lot for the way Alverno has been using since the addition of the K-8 and the return of their high school students. The constant use for activities other than parking are interfering with our ability to enjoy and use our home and property. Alverno's Master Plan was studied and approved with specific conditions that the design reduce impacts to insignificant. There is just no way to reduce the noise from the following to “ insignificant” and want it stopped.

Unmitigated and intense levels of noise coming from daily use for one or several of the following:

- Volleyball tournaments with other schools
- Basketball tournaments with other schools
- Recess
- After school sports
- Daycare
- Sports camps during the day
- Fundraising and other events where amplification rose to the levels above 80DBA.

In addition, Alverno should be fined and sanctioned for abandoning the approved 2020/21 TUP Highland Ave exit plan for drop off and pick off for two months of filming and used the Michillinda parking lot instead.

For over 2 months daily this spring, without warning or any mitigation from 7AM into late evening hours, Alverno subjected the neighborhood to intense levels of noise from the whole student body and traffic using the Michillinda parking lot for:

- Morning drop offs and gathering of hundreds of children until it was time to walk to class or chapel
- Classrooms were held outside on the blacktop
- Recess
- Snacktime
- PE
- Lunch
- Gathering and pick up for several cycles
- After school daycare
- After school sports
- and other undetermined gatherings/events

Filming crews were documented working before 7am and not leaving until late in the evening only added to the constant noise coming into our homes daily.

All of the noise noted above went uncontrolled, unmitigated and rose above what is typical for a R-1 neighborhood or allowable under the city code regarding noise or if allowable, outside of the approved.

The 2011 noise studies deemed the best place for the sports field was NOT the Michillinda parking lot as it was “too impactful”. All sports were to take place on Alverno’s sports field and in their multipurpose building. Alverno should be held to the provisions of the 2011 CUP or fined and no additional use approved because they willfully ignore it. The neighbors should not be subjected to the intense interruptions and loss of enjoyment of their homes and how they use their property because Alverno cowtows to a filming project.

For now, we just want the noise from the sports camps and other uses put where the 2011 CUP deemed suitable. Please, stop the use of the Michillinda parking lot for anything other than parking. Alverno should return to using, or renting, offsite locations until they build their multipurpose building. We are asking for the provisions of Alverno's 2011 CUP that are being violated be enforced by the city when the neighbors call upon the city to enforce them.

We are asking the city to not approve additional classroom buildings until, Alverno build their multipurpose building, move the playground below the multipurpose building (or by the sports field makes more sense) and to move Alverno's sports to the sports field. Alverno spent two years subjecting the neighbors to that noise and they aren't even fully using it instead holding running events on Grandview in the street which is unsafe. The field and multipurpose building was studied as being the place to hold such activities and events according to the 2011 EIR and noise studies.

We thank you in advance for your assistance in this matter.

Respectfully yours,  
Mr. & Mrs. Keith Stephens  
and family members  
■ W Grandview Ave  
Sierra Madre

Our telephone number is private but we are free to speak with any member of the commission or city council and offer documentation regarding our request

October 12, 2021

Hon. Richard Pevsner, Chair

Vice Chair Dennis

Commissioner Dallas

Commissioner Hutt

Commissioner Spears

Re: Alverno Heights Academy Master Plan - Approve

Dear Chair Pevsner and Commission Members,

I am writing to request your approval of the Alverno Heights Academy's Master Plan Update. I am a parent of a \_\_\_\_ grade student at the school. The excellent education that the school provides was a major reason to enroll our child. However, another key factor was the school's commitment to preserve trees and open spaces. Unfortunately, most of today's schools are paved over, with little thought given to preserving green space.

Sierra Madre's tree protection ordinances preserve selected trees, which the Master Plan is implementing. The Master Plan will preserve a stand of oak trees north of the lower school buildings. The school also plans on relocating smaller impacted oak trees by the new sports court, with the review by an arborist. No trees will be affected on the east or north sides of the campus.

The commission should recognize Alverno for their efforts to preserve not only the open spaces and oak trees, but other significant trees which are not protected by the City's ordinances. This care for the environment has been a hallmark of the school for the past 62 years.

If approved, the new lower school will preserve and work around the large Moreton Bay Fig tree, which will become the focal point of the new campus and student plaza. The plan implements the arborist's recommendation that the campus buildings be protected with a 120-foot diameter setback area around the tree's trunk. Most schools would remove this tree, but Alverno is focused on its preservation.

There are many reasons to approve the master plan. I hope the Commission takes into consideration the significant efforts of the school to protect and enhance the environment.

Yours truly,

*Monica Haulena*

October 19, 2021

Mr. Vincent Gonzalez

Planning and Community Preservation Director

232 W. Sierra Madre Blvd

Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

As parents of a 6<sup>th</sup> grade Lower School student, we support the new master plan for Alverno Heights Academy. We are hoping that our daughter will continue at Alverno throughout highschool. The plan is well thought out and balances important goals. One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.

The master plan balances one story, two story and a limited amount of three story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences.

The use of the Michillinda parking lot for parking and playground is another example of striking this balance. All of Sierra Madre's schools enjoy outdoor playgrounds and sports areas. Many schools have parking lots that are scheduled during the day for either parking or for play areas, depending on the need. The master plan balances open space with joint use of the parking lots for play areas, when safe to do so.

As part of the master plan's environmental review, Alverno commissioned an independent noise study that examined the potential noise from all four sides of the school. In particular, the study reviewed the noise impacts of children playing in the Michillinda parking lot. The environmental consultants concluded that the noise levels do not violate the city's noise ordinances.

We pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children. We urge you to approve the Alverno Heights Master Plan Update.

Respectfully,

George and Christine Tutundjian

Parents of an Alverno Lower School Student, class of 2024



October 19, 2021

Honorable Richard Pevsner, Chair  
Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

Dear Chair Pevsner and Planning Commissioners,

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

The masterplan will preserve the caretaker's cottage. The conversion of this 1930's home to flexible classrooms will adaptively reuse the home, protect the surrounding neighborhood, and assist the school in meeting its instructional needs. Other schools would just demolish the home.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high-quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has

also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Your truly,

*Amia Haukma*

October 19, 2021  
Mr. Richard Pevsner, Planning Commission Chair  
Vice Chair Denison  
Commissioners Dallas, Hurt and Spears  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Chair Pevsner and Commissioners,

I believe that an important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fund raiser, the Sierra Madre Dance Company and other community organizations.

The school established a student service program in 1996, where students required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

The school should be recognized for providing recreation and open space to the entire community. The new athletic field has been a great plus for our community. Very few schools in our region dedicate over 50% of their campus to open spaces and contemplative spaces, like the Prayer Garden, the Villa's reflecting pond, and the Stations of the Cross. The athletic field serves as a safe space for local families during the Covid-19 pandemic. The city and the school have a long- standing facilities use agreement dating back over two decades.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,

*Monica Haulera*

From: Janet Manalo [REDACTED]  
Sent: Saturday, October 23, 2021 9:36 AM  
To: Public Comment <[publiccomment@cityofsierramadre.com](mailto:publiccomment@cityofsierramadre.com)>  
Subject: Question about Alverno Heights Academy Hearing

**CAUTION:** This message is from an EXTERNAL SENDER - be CAUTIOUS, particularly with links and attachments.

Hello: I live in Sierra Madre. Thank you for the opportunity to submit questions regarding the Alverno Heights Academy expansion and revision.

My question is in regard to the structure on the corner of Wilson and GrandView. If I understand the architectural plans correctly, the building identified as a cottage will become art class rooms.

Currently, an elderly couple reside there. I frequently chat with the gentleman who lives there. Recently I asked him where he was going to move, once the changes occur. He had no idea what I was talking about and insisted that he was not moving.

If indeed he and his wife are fortunate enough to remain in the cottage, I hope someone provides him with a clearer picture of the intended changes.

If he has to move, someone needs to explain the situation AND someone qualified needs to find this couple suitable living arrangements.

Sincerely, Janet Manalo,

[REDACTED] W GrandView Ave

October 26, 2021

Sierra Madre Planning Commission  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Planning Commissioners,

Thank you for considering my request that the Commission approve the Alverno Heights Academy master plan. I am a current Sierra Madre resident that lives on Mountain Trail.

Alverno Heights Academy has historically supported a strong visual and performing art program. I am requesting that the Commission approve the amendment to the Master Plan to include the new theater, art room, and workshop to our current Visual and Performing Arts building.

The Fine Arts addition is planned north of the existing Visual and Performing Art Building on Wilson Avenue. No trees or buildings will be removed for the new additions. The classrooms will align with the existing building setbacks on Wilson Street, providing a large buffer to the homes on Wilson Street. The architecture of the arts classroom will complement the existing Visual and Performing Arts building. The black box theater will be where the existing garage is now with additional storage added to the back of the building, not impacting setbacks. The students at both the upper and lower schools are looking forward to this addition.

Thank you for considering my request.

Sincerely,

Sierra Madre Resident

October 26, 2021

Honorable William Pevsner, Chair  
Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

Dear Chair Pevsner and Planning Commissioners,

I have lived in Sierra Madre for many years and have raised my sons here. Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

The masterplan will preserve the caretaker's cottage. The conversion of this 1930's home to flexible classrooms will adaptively reuse the home, protect the surrounding neighborhood, and assist the school in meeting its instructional needs. Other schools would just demolish the home.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Your truly,

Sierra Madre Resident

October 26, 2021

Hon. William Pevsner, Chair  
Vice Chair Denison  
Commissioner Dallas  
Commissioner Hutt  
Commissioner Spears

Re: Alverno Heights Academy Master Plan - Approve

Dear Chair Pevsner and Commission Members,

I am writing to request your approval of the Alverno Heights Academy's Master Plan Update. I am a Sierra Madre resident who lives on Mountain Trail. The excellent education that the school provides was a major reason to enroll our daughter. However, another key factor was the school's commitment to preserve trees and open spaces. Unfortunately, most of today's schools are paved over, with little thought given to preserving green space.

Sierra Madre's tree protection ordinances preserve selected trees, which the Master Plan is implementing. The Master Plan will preserve a stand of oak trees north of the lower school buildings. The school also plans on relocating smaller impacted oak trees by the new sports court, with the review by an arborist. No trees will be affected on the east or north sides of the campus.

The commission should recognize Alverno for their efforts to preserve not only the open spaces and oak trees, but other significant trees which are not protected by the City's ordinances. This care for the environment has been a hallmark of the school for the past 62 years.

If approved, the new lower school will preserve and work around the large Moreton Bay Fig tree, which will become the focal point of the new campus and student plaza. The plan implements the arborist's recommendation that the campus buildings be protected with a 120-foot diameter setback area around the tree's trunk. Most schools would remove this tree, but Alverno is focused on its preservation.

There are many reasons to approve the master plan. I hope the Commission takes into consideration the significant efforts of the school to protect and enhance the environment.

Yours truly,

Sierra Madre Resident

October 26, 2021

Honorable William Pevsner, Chair  
Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

Dear Chair Pevsner and Planning Commissioners,

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

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The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Yours truly,

Sierra Madre Resident  
Mountain Trail, Sierra Madre





October 28, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

RECEIVED

NOV 03 2021

CITY OF SIERRA MADRE



Subject: Alverno Heights Master Plan – Historic Preservation

Dear Planning Commissioners,

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now 93 years old and requires constant repairs.

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The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Your truly,

Lisa Knatcal  
8th Grade Teacher  
Alverno Heights Academy Lower School

October 28, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

As a teacher at Alverno Heights Academy Lower School, I support the new master plan for Alverno Heights Academy. The plan is well thought out and balances important goals. One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.

The master plan balances one story, two story and a limited amount of three story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences.

The use of the Michillinda parking lot for parking and playground is another example of striking this balance. All of Sierra Madre's schools enjoy outdoor playgrounds and sports areas. Many schools have parking lots that are scheduled during the day for either parking or for play areas, depending on the need. The master plan balances open space with joint use of the parking lots for play areas, when safe to do so.

As part of the master plan's environmental review, Alverno commissioned an independent noise study that examined the potential noise from all four sides of the school. In particular, the study reviewed the noise impacts of children playing in the Michillinda parking lot. The environmental consultants concluded that the noise levels do not violate the city's noise ordinances.

We pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children. We urge you to approve the Alverno Heights Master Plan Update.

Respectfully,

Lisa Knatcal

8th grade teacher

November 1, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Commissioners,

I am a lifetime resident of Sierra Madre and also an employee of Alverno Heights Academy. I have three children that have benefited throughout their lives having the school be such a huge part of our city. Today, the benefit of having a Lower School on the Alverno campus has made an impact on my family in ways that exceed any other school or business in town.

I believe that an important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fundraiser, the Sierra Madre Dance Company, and other community organizations.

The school established a student service program in 1996, where students were required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

The school should be recognized for providing recreation and open space to the entire community. The new athletic field has been a great plus for our community. Very few schools in our region dedicate over 50% of their campus to open spaces and contemplative spaces, like the Prayer Garden, the Villa's reflecting pond and the Stations of the Cross. The athletic field serves as a safe space for local families during the Covid-19 pandemic. The city and the school have a long- standing facilities use agreement dating back over two decades.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much-needed support spaces for the entire community. I appreciate your consideration of the request to approve the Master Plan.

Sincerely,



Jennifer Jukic

687 Monterey Place, Sierra Madre

November 2, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Commissioners,

An important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fund raiser, the Sierra Madre Dance Company and other community organizations.

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The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Best regards,

Michael Berg

Michael Berg

November 2, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Commissioners,

An important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fund raiser, the Sierra Madre Dance Company and other community organizations.

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The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Best,

  
Jennifer Seaver

November 3, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024  
Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

As a teacher of Lower School students, I support the new master plan for Alverno Heights Academy. The plan is well thought out and balances important goals. One goal is to preserve our wonderful, protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the beautiful surrounding neighborhood.

The master plan balances one story, two story and a limited amount of three story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences.

The use of the Michillinda parking lot for parking and playground is another example of striking this balance. All of Sierra Madre's schools enjoy outdoor playgrounds and sports areas. Many schools have parking lots that are scheduled during the day for either parking or for play areas, depending on the need. The master plan balances open space with joint use of the parking lots for play areas, when safe to do so.

As part of the master plan's environmental review, Alverno commissioned an independent noise study that examined the potential noise from all four sides of the school. In particular, the study reviewed the noise impacts of children playing in the Michillinda parking lot. The environmental consultants concluded that the noise levels do not violate the city's noise ordinances.

We pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children. We urge you to approve the Alverno Heights Master Plan Update.

Respectfully,



Monica Richter-Glubka  
5th Grade Teacher  
Alverno Lower School

November 3, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Commissioners,

As parents of a Lower School student, we support the new master plan for Alverno Heights Academy. The plan is well thought out and balances important goals. One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.

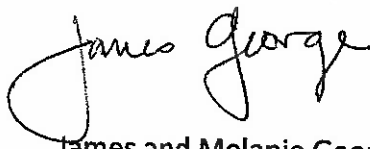
The master plan balances one story, two story and a limited number of three-story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping will be added on the school's perimeters to further protect neighboring residences.

The use of the Michillinda parking lot for parking and playground is another example of striking this balance. All of Sierra Madre's schools enjoy outdoor playgrounds and sports areas. Many schools have parking lots that are scheduled during the day for either parking or for play areas, depending on the need. The master plan balances open space with joint use of the parking lots for play areas, when safe to do so.

As part of the master plan's environmental review, Alverno commissioned an independent noise study that examined the potential noise from all four sides of the school. In particular, the study reviewed the noise impacts of children playing in the Michillinda parking lot. The environmental consultants concluded that the noise levels do not violate the city's noise ordinances. We pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children.

In conclusion, the new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Respectfully,

A handwritten signature in black ink that reads "James George". The signature is written in a cursive style with a large, looping initial "J".

James and Melanie George



November 3, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Commissioners,

My wife, Pam and I are in full support of the Alverno Master Plan. We believe that an important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fund raiser, the Sierra Madre Dance Company and other community organizations.

The school established a student service program in 1996, where students required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

The school should be recognized for providing recreation and open space to the entire community. The new athletic field has been a great plus for our community. Very few schools in our region dedicate over 50% of their campus to open spaces and contemplative spaces, like the Prayer Garden, the Villa's reflecting pond, and the Stations of the Cross. The athletic field serves as a safe space for local families during the Covid-19 pandemic. The city and the school have a long-standing facilities use agreement dating back over two decades.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,



Phil and Pam Stirling

November 3, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

**Re: Master Plan for the Alverno Heights Academy campus**

Dear Commissioners,

As the parents of two lower school students at Alverno, Satya in 3<sup>rd</sup> grade and Luke in 1<sup>st</sup> grade, we implore you to please approve the Master Plan. We changed schools from Mayfield Junior School to Alverno last year and are so impressed with the high caliber of education. We are in awe of Ms. Harabedian's leadership and the care of the entire community. The campus grounds are so impressive and we are very grateful that our children can learn in such a beautiful environment. Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age. The Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high-quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. We respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021.

Sincerely,  
  
David and Nali Love

November 3, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan

Dear Planning Commissioners,

Thank you for this opportunity to share our view on the Alverno Heights Academy Master Plan. We made a big decision last year to leave Mayfield Junior School and have our two boys Grant (3<sup>rd</sup> grade) and Evan (1<sup>st</sup> grade) attend Alverno Heights Academy. We are so impressed with not only the strong academic curriculum, but the great sense of community we have at our brand new school. We highly support the new master plan that will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. It is a well thought out plan that will accomplish many goals.

One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.

The master plan balances one story, two story and a limited amount of three story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences.

The use of the Michillinda parking lot for parking and playground is another example of striking this balance. All of Sierra Madre's schools enjoy outdoor playgrounds and sports areas. Many schools have parking lots that are scheduled during the day for either parking or for play areas, depending on the need. The master plan balances open space with joint use of the parking lots for play areas, when safe to do so.

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age. The Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's.

There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high-quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. We respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021.

Respectfully,

A handwritten signature in black ink, appearing to be 'MG', with a long horizontal line extending to the right.

Greg and Michelle Garcia  
Alverno Heights Academy Parents

626-622-3677

To: Public Comment <publiccomment@cityofsierramadre.com>

Subject: Alverno High School

**CAUTION: This message is from an EXTERNAL SENDER - be CAUTIOUS, particularly with links and attachments.**

To whom it may concern,

My name is Scott Winnie and I live at 195 Wilson Street. I live directly across from Alverno High School.

First I would say that I am all for Alverno improving their property to create a great atmosphere for their student community. However, I am very concerned about how things have unfolded. I live in the heart of Alverno and across from the villa and parking lot where all the sports, filming, wedding, etc are being held.

Our quiet street has turned into one of the busiest streets in all of Sierra Madre. Not to mention the speeding cars up and down our street, and the lack of signage saying this is a school zone and please go 25 miles per hour. The parents speeding up and down the street, the movie vans constantly going up and down the street, the constant loud weddings and parties at the villa, and all the outside families who continue to park up and down the street has become a lot to deal with.

I have two kids who play outside all the time and there have been numerous times cars come flying up the street just to pull in the Alverno parking lot. There have been multiple times my kids have been riding a bike and have come too close to hitting my child. Let alone all the massive trucks they use for the movie filming are dangerous as well.

With all this being said, the value of our home has certainly increased due to rising real estate prices and the charm of our town, but with the very busy school across the street and lack of privacy I actually once had, I have certainly lost some of that value. It is quite disappointing to say the least.

1

I wish Alverno nothing but the best but honestly they have not been the best neighbors, and I am not thrilled about 67 weeks of more construction, especially after the two years of construction of the new field.

Thank you for your time, and I hope I get a response.

--

**SCOTT WINNIE**

November 4, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Commissioners,

I am writing to request your approval of the Alverno Heights Academy's Master Plan Update. I am a second grade teacher at the school. I believe that an important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fundraiser, the Sierra Madre Dance Company and other community organizations.

The school established a student service program in 1996, where students were required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

The school should be recognized for providing recreation and open space to the entire community. The new athletic field has been a great plus for our community. Very few schools in our region dedicate over 50% of their campus to open spaces and contemplative spaces, like the Prayer Garden, the Villa's reflecting pond, and the Stations of the Cross. The athletic field serves as a safe space for local families during the Covid-19 pandemic. The city and the school have a long-standing facilities use agreement dating back over two decades.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,

Handwritten signature of Mrs. Sandra Arana in cursive script.

November 4th, 2021

Mr. Vincent Gonzalez  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez,

My name is Audrey Sun and I am the kindergarten teacher here at Alverno Heights and I am writing to request your approval of the Alverno Heights Academy's Master Plan Update. As part of the teaching staff, I support the new master plan for Alverno Heights Academy. The plan is well thought out and balances important goals. One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.

I admire the school's commitment to preserve trees and open spaces. Sierra Madre's tree protection ordinances preserve selected trees, which the Master Plan is implementing. The Master Plan will preserve a stand of oak trees north of the lower school buildings. The school also plans on relocating smaller impacted oak trees by the new sports court, with the review by an arborist. No trees will be affected on the east or north sides of the campus. The commission should recognize Alverno for their efforts to preserve not only the open spaces and oak trees, but other significant trees which are not protected by the City's ordinances. This care for the environment has been a hallmark of the school for the past 62 years.

The master plan balances one story, two story and a limited number of three story classrooms to preserve trees, and open spaces. The classrooms are set back from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences. The use of the Michillinda parking lot for parking and playground is another example of striking this balance. The master plan balances open space with joint use of the parking lots for play areas, when safe to do so. As part of the master plan's environmental review, Alverno commissioned an independent noise study that examined the potential noise from all four sides of the school. In particular, the study reviewed the noise impacts of children playing in the Michillinda parking lot. The environmental consultants concluded that the noise levels do not violate the city's noise ordinances.

I pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children. I urge you to approve the Alverno Heights Master Plan Update.

Respectfully,  
Audrey Sun



November 4, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd.  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez,

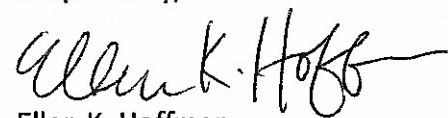
As a current teacher at Alverno's Lower School, an alumna of Alverno High School and a 63-year resident of Sierra Madre, I am writing to you in support of the new master plan. What this little school has accomplished in just over a year, is nothing short of amazing, and if the city grants permission to make the proposed improvements, I have no doubt Alverno Heights Academy will thrive for decades to come, providing quality education to the leaders of the future.

The master plan is the result of many hours of work, and input from experts in different fields. Maintaining the historic value and beauty of the property, while providing needed educational space, has been a top priority. Being a good neighbor is important to Alverno too, so the placement of new structures and play areas has been carefully considered. New trees and vegetation will be added, to provide additional sound barriers.

I know there will be neighbors arguing against the approval of this plan, and I understand that living near a school comes with its drawbacks, but the truth is, neighbors come and go, while institutions stand for generations. I wonder how many of the nearby residents predate the opening of Alverno Heights Academy, and its heyday back in the 1960's and 1970's, when the enrollment was robust with students of the Baby Boom era! This school is not new, and I would like to see it survive for years to come.

Please, please, please, do the right thing, and approve the new amendment to the already approved master plan for Alverno Heights Academy. Do it for the students, current and future, the educators, and the community.

Respectfully,



Ellen K. Hoffman

110 E. Bonita Ave.

Sierra Madre, CA 91024



November 4, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Commissioners,

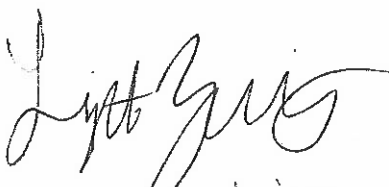
I am writing to request your approval of the Alverno Heights Academy's Master Plan Update. I am a second grade teacher at the school. I believe that an important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fundraiser, the Sierra Madre Dance Company and other community organizations.

The school established a student service program in 1996, where students were required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

The school should be recognized for providing recreation and open space to the entire community. The new athletic field has been a great plus for our community. Very few schools in our region dedicate over 50% of their campus to open spaces and contemplative spaces, like the Prayer Garden, the Villa's reflecting pond, and the Stations of the Cross. The athletic field serves as a safe space for local families during the Covid-19 pandemic. The city and the school have a long-standing facilities use agreement dating back over two decades.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,

  
Lizett Zendejas

November 4, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

I am writing you in order to express my support for the Alverno Heights Academy Master Plan. My name is Peter Delgado, and I have had the privilege of working for the Alverno Heights Lower School since May of 2020. In the short time that I have worked here, it has swiftly become one of the best workplace experiences that I have ever had. The school fosters an enthusiastic and welcoming community that strives to create the best environment that we can for our students.

One of the greatest strengths that Alverno has to offer is its sense of community. The campus is already used in several ways to support the greater Sierra Madre region; from providing a space for the Sierra Madre League Youth teams to play and practice on, hosting the annual Friends of the Library fundraiser, to providing space for the Sierra Madre Dance Company and other organizations to meet. Since the Lower School's inception, we've seen an already thriving community grow and expand to unexpected levels. We've been able to expand upon our community-based events to use our facilities even more often for such events like our recent Haunted Manor, or the upcoming and soon to be annual Santa's Villa.

The student service programs already in place at Alverno Heights do a lot to teach our students the importance of service and giving back to the community. It was established in 1996 and requires the students to dedicate their time and skills to community causes. With the inception of the Lower School, we are able to expand our service projects and create more opportunities throughout the year. We have already enacted a program where students take part in a monthly school service project with their in-school "buddy" classes.

Ultimately, the new facilities that are needed and that the Master Plan calls for will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. It is already a stellar environment, and by being able to enact the next phases of the Plan, we will be able to build an institution that will help to portray Sierra Madre as a community of excellence and enthusiasm for years to come.

Sincerely,

A handwritten signature in black ink that reads "Peter Delgado". The signature is written in a cursive, flowing style.

Peter Delgado

November 4, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

**Re: Master Plan for the Alverno Heights Academy campus**

Dear Commissioners,

We have dear friends attending Alverno Heights Academy Lower School and have been invited to a few school events. The Santa's Villa Drive Thru event being the first. It was such a festive experience and introduced us to the beautiful Alverno Heights Academy campus and community.

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age. The Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high-quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. We respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021.

Sincerely,

Mark and Jeanne Gangi

November 4, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan

Dear Planning Commissioners,

Please accept this letter requesting that you approve the Alverno Heights Academy Master Plan. Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age. The Villa del Sol d'Oro is now 93 years old and requires constant repairs.

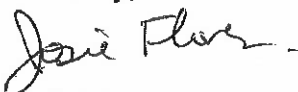
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The masterplan amendment furthers the historic preservation goals of the City. We respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021.

Sincerely,



Josie Flores

November 5, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

**Subject: Alverno Heights Master Plan**

Dear Planning Commissioners,

Please accept this letter requesting that you APPROVE the Alverno Heights Academy Master Plan. Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age. The Villa del Sol d'Oro is now 93 years old and requires constant repairs.

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The masterplan amendment furthers the historic preservation goals of the City. We respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021.

Sincerely,



Jovita Salgado

November 5, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

**Re: Master Plan for the Alverno Heights Academy campus**

Dear Commissioners,

Please accept this letter requesting that you APPROVE the Alverno Heights Academy Master Plan. Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age. The Villa del Sol d'Oro is now 93 years old and requires constant repairs.

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The masterplan amendment furthers the historic preservation goals of the City. We respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021.

Sincerely,



Cassie Scalletar

November 5, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

**Re: Master Plan for the Alverno Heights Academy campus**

Dear Commissioners,

We are incredibly impressed with Alverno and see it competing now with the other top tier independent private schools like Poly, Mayfield and Chandler. Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age. The Villa del Sol d'Oro is now 93 years old and requires constant repairs.

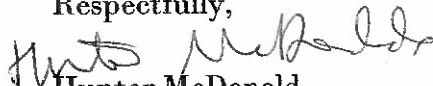
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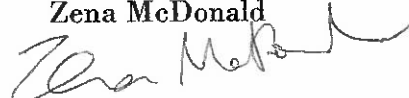
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The masterplan amendment furthers the historic preservation goals of the City. We respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021.

Respectfully,

  
Hunter McDonald

Zena McDonald





November 5, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

**Subject: Alverno Heights Master Plan**

Dear Planning Commissioners,

Please accept this letter requesting that you APPROVE the Alverno Heights Academy Master Plan. Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age. The Villa del Sol d'Oro is now 93 years old and requires constant repairs.

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The masterplan amendment furthers the historic preservation goals of the City. We respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021.

Sincerely,



Diana Fernandez

November 5, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan

Dear Planning Commissioners,

Please accept this letter requesting that you APPROVE the Alverno Heights Academy Master Plan. Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age. The Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high-quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. We respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021.

Sincerely,



Cambria Pinal

November 5th, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Commissioners,

I believe that an important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fundraiser, the Sierra Madre Dance Company and other community organizations.

The school established a student service program in 1996, where students were required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

The school should be recognized for providing recreation and open space to the entire community. The new athletic field has been a great plus for our community. Very few schools in our region dedicate over 50% of their campus to open spaces and contemplative spaces, like the Prayer Garden, the Villa's reflecting pond, and the Stations of the Cross. The athletic field serves as a safe space for local families during the Covid-19 pandemic. The city and the school have a long-standing facilities use agreement dating back over two decades.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,  
Ms. Wendy Quezada

November 5th, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

As a teacher at the lower school, I wholeheartedly support the new master plan for Alverno Heights Academy. The plan is well thought out and balances important goals. One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.

The master plan balances one story, two story and a limited number of three story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences.

The use of the Michillinda parking lot for parking and playground is another example of striking this balance. All of Sierra Madre's schools enjoy outdoor playgrounds and sports areas. Many schools have parking lots that are scheduled during the day for either parking or for play areas, depending on the need. The master plan balances open space with joint use of the parking lots for play areas, when safe to do so.

As part of the master plan's environmental review, Alverno commissioned an independent noise study that examined the potential noise from all four sides of the school. In particular, the study reviewed the noise impacts of children playing in the Michillinda parking lot. The environmental consultants concluded that the noise levels do not violate the city's noise ordinances.

We pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children. We urge you to approve the Alverno Heights Master Plan Update.

Respectfully,

Ms. Wendy Quezada

November 5, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

**Re: Master Plan for the Alverno Heights Academy campus**

Dear Commissioners,

Please accept this letter requesting that you APPROVE the Alverno Heights Academy Master Plan. Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age. The Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

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The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. We respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021.

Sincerely,



Nicole Gregory

November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Commissioners,

I believe that an important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fund raiser, the Sierra Madre Dance Company and other community organizations.

The school established a student service program in 1996, where students required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

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The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,

TJ and Sloane Gernon

1921 Liliano Place

Sierra Madre, 91024

November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

Dear Planning Commissioners,

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now 93 years old and requires constant repairs.

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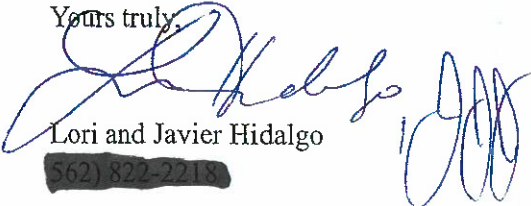
The masterplan will preserve the caretaker's cottage. The conversion of this 1930's home to flexible classrooms will adaptively reuse the home, protect the surrounding neighborhood, and assist the school in meeting its instructional needs. Other schools would just demolish the home.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high-quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Yours truly,

  
Lori and Javier Hidalgo

562-822-2218

November 6, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

As parents of a Lower School student, we support the new master plan for Alverno Heights Academy. The plan is well thought out and balances important goals. One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.

The master plan balances one story, two story and a limited amount of three-story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences.

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We pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children. We urge you to approve the Alverno Heights Master Plan Update.

Respectfully,

Lori and Javier Hidalgo

(562) 822-2218



November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Commissioners,

I believe that an important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fund raiser, the Sierra Madre Dance Company and other community organizations.

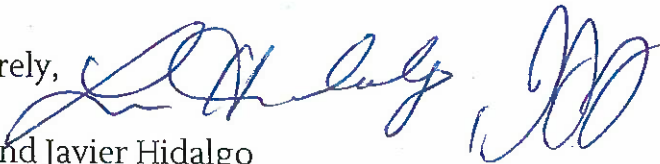
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The school should be recognized for providing recreation and open space to the entire community. The new athletic field has been a great plus for our community. Very few schools in our region dedicate over 50% of their campus to open spaces and contemplative spaces, like the Prayer Garden, the Villa's reflecting pond, and the Stations of the Cross. The athletic field serves as a safe space for local families during the Covid-19 pandemic. The city and the school have a long- standing facilities use agreement dating back over two decades.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,

Lori and Javier Hidalgo



November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Re: Alverno Heights Academy Master Plan - Approve

Dear Planning Commission Members,

I am writing to request your approval of the Alverno Heights Academy's Master Plan Update. I am a parent of 5th and 7th grade students at the school. The excellent education that the school provides was a major reason to enroll our child. However, another key factor was the school's commitment to preserve trees and open spaces. Unfortunately, most of today's schools are paved over, with little thought given to preserving green space.

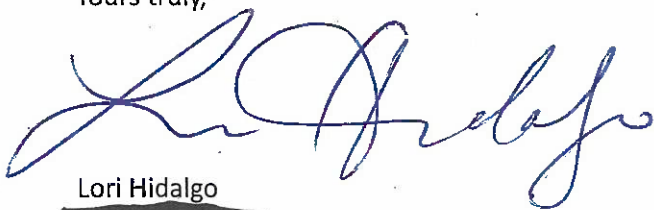
Sierra Madre's tree protection ordinances preserve selected trees, which the Master Plan is implementing. The Master Plan will preserve a stand of oak trees north of the lower school buildings. The school also plans on relocating smaller impacted oak trees by the new sports court, with the review by an arborist. No trees will be affected on the east or north sides of the campus.

The commission should recognize Alverno for their efforts to preserve not only the open spaces and oak trees, but other significant trees which are not protected by the City's ordinances. This care for the environment has been a hallmark of the school for the past 62 years.

If approved, the new lower school will preserve and work around the large Moreton Bay Fig tree, which will become the focal point of the new campus and student plaza. The plan implements the arborist's recommendation that the campus buildings be protected with a 120-foot diameter setback area around the tree's trunk. Most schools would remove this tree, but Alverno is focused on its preservation.

There are many reasons to approve the master plan. I hope the Commission takes into consideration the significant efforts of the school to protect and enhance the environment.

Yours truly,

A handwritten signature in blue ink, appearing to read "Lori Hidalgo". The signature is fluid and cursive, with a large loop at the end.

Lori Hidalgo

(562) 822-2218

November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

Dear Planning Commissioners,

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

The masterplan will preserve the caretaker's cottage. The conversion of this 1930's home to flexible classrooms will adaptively reuse the home, protect the surrounding neighborhood, and assist the school in meeting its instructional needs. Other schools would just demolish the home.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high-quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Yours truly,

Edward Yeh 

Tina Yeh 

November 6, 2021  
Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support -- Alverno Heights Master Plan Update

Dear Commissioners,

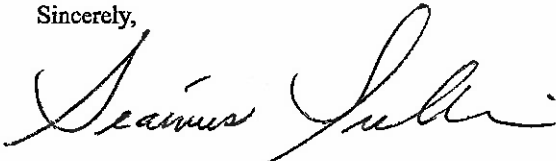
I believe that an important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fund raiser, the Sierra Madre Dance Company and other community organizations.

The school established a student service program in 1996, where students required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

The school should be recognized for providing recreation and open space to the entire community. The new athletic field has been a great plus for our community. Very few schools in our region dedicate over 50% of their campus to open spaces and contemplative spaces, like the Prayer Garden, the Villa's reflecting pond, and the Stations of the Cross. The athletic field serves as a safe space for local families during the Covid-19 pandemic. The city and the school have a long-standing facilities use agreement dating back over two decades.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,



11/5/2021

November 6, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

As parents of a Lower School student, we support the new master plan for Alverno Heights Academy. The plan is well thought out and balances important goals. One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.

The master plan balances one story, two story and a limited amount of three-story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences.

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We pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children. We urge you to approve the Alverno Heights Master Plan Update.

Respectfully,

A handwritten signature in cursive script that reads "Michelle Sullivan". The signature is written in dark ink and is positioned below the typed name.

November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

Dear Planning Commissioners,

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

The masterplan will preserve the caretaker's cottage. The conversion of this 1930's home to flexible classrooms will adaptively reuse the home, protect the surrounding neighborhood, and assist the school in meeting its instructional needs. Other schools would just demolish the home.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high-quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Yours truly,

  
Ralph Umayam

November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

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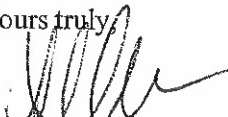
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The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Yours truly,  
  
Rebecca Umayam

November 6, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

As parents of a Lower School student, we support the new master plan for Alverno Heights Academy. The plan is well thought out and balances important goals. One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.


The master plan balances one story, two story and a limited amount of three-story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences.

The use of the Michillinda parking lot for parking and playground is another example of striking this balance. All of Sierra Madre's schools enjoy outdoor playgrounds and sports areas. Many schools have parking lots that are scheduled during the day for either parking or for play areas, depending on the need. The master plan balances open space with joint use of the parking lots for play areas, when safe to do so.

As part of the master plan's environmental review, Alverno commissioned an independent noise study that examined the potential noise from all four sides of the school. In particular, the study reviewed the noise impacts of children playing in the Michillinda parking lot. The environmental consultants concluded that the noise levels do not violate the city's noise ordinances.

We pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children. We urge you to approve the Alverno Heights Master Plan Update.

Respectfully,

  
Brianne Wiese

  
Dan Wiese



November 6, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

As parents of a Lower School student, we support the new master plan for Alverno Heights Academy. The plan is well thought out and balances important goals. One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.

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Respectfully,

Handwritten signatures of Dr. Adrienne Villalvazo and Joel McKimson. The signature on the left is 'A. Villalvazo' and the signature on the right is 'Joel McKimson'.

Dr. Adrienne Villalvazo & Joel McKimson

November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Re: Alverno Heights Academy Master Plan - Approve

Dear Planning Commission Members,

I am writing to request your approval of the Alverno Heights Academy's Master Plan Update. I am a parent of a sixth-grade student at the school. The excellent education the school provides was a major reason to enroll our child. However, another key factor was the school's commitment to preserve trees and open spaces. Unfortunately, most of today's schools are paved over, with little thought given to preserving green space.

Sierra Madre's tree protection ordinances preserve selected trees, which the Master Plan is implementing. The Master Plan will preserve a stand of oak trees north of the lower school buildings. The school also plans on relocating smaller impacted oak trees by the new sports court, with the review by an arborist. No trees will be affected on the east or north sides of the campus.

The commission should also recognize Alverno's efforts to preserve not only the open spaces and oak trees, but other significant trees which are not protected by the City's ordinances. The care for the environment has been a hallmark of the school for the past 62 years.

If approved, the new lower school will preserve and work around the large Moreton Bay Fig tree, which will become the focal point of the new campus and student plaza. The plan implements the arborist's recommendation that the campus buildings be protected with a 120-foot diameter setback area around the tree's trunk. Most schools would remove this tree, but Alverno is focused on its preservation.

The school established a student service program in 1996, where students required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community.

There are many reasons to approve the master plan, I appreciate your time and consideration in reviewing the significant efforts of the school to protect and enhance the environment while providing an excellent educational experience to our children who are destined be future leaders in our society.

Yours truly,

A handwritten signature in black ink, appearing to be "Mike", written over a horizontal line.

November 6, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

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The master plan balances one story, two story and a limited amount of three-story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences.

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As part of the master plan's environmental review, Alverno commissioned an independent noise study that examined the potential noise from all four sides of the school. In particular, the study reviewed the noise impacts of children playing in the Michillinda parking lot. The environmental consultants concluded that the noise levels do not violate the city's noise ordinances.

We pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children. We urge you to approve the Alverno Heights Master Plan Update.

Respectfully,

Alejandro Loya

A handwritten signature in black ink, appearing to read 'Alejandro Loya', written over the printed name.

November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

Dear Planning Commissioners,

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

The masterplan will preserve the caretaker's cottage. The conversion of this 1930's home to flexible classrooms will adaptively reuse the home, protect the surrounding neighborhood, and assist the school in meeting its instructional needs. Other schools would just demolish the home.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high-quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Yours truly,

Alejandro Loya



November 6, 2021

Mr. Vincent Gonzalez  
Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Mr. Gonzalez and Planning Commissioners,

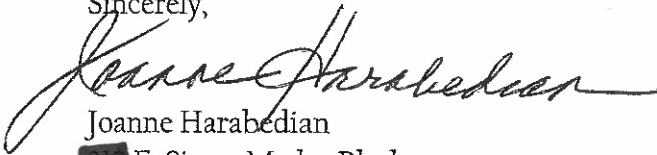
As a 45-year resident of Sierra Madre, I believe that an important consideration for the Planning Commission in approving the Master Plan is the consistent support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fund raiser, the Sierra Madre Dance Company and other community organizations. In addition, the local neighbors use the field and playground after school and on the weekends with their children.

The school established a student service program in 1996, where students required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

The school should be recognized for providing recreation and open space to the entire community. The new athletic field has been a great plus for our community. Very few schools in our region dedicate over 50% of their campus to open spaces and contemplative spaces, like the Prayer Garden, the Villa's reflecting pond, and the Stations of the Cross. The athletic field serves as a safe space for local families during the Covid-19 pandemic. The city and the school have a long-standing facilities use agreement dating back over two decades.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,



Joanne Harabedian

312 E. Sierra Madre Blvd.  
Sierra Madre, CA 91024

(626) 355-2848

November 6, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

As parents of a Lower School student, we support the new master plan for Alverno Heights Academy. The plan is well thought out and balances important goals. One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.

The master plan balances one story, two story and a limited amount of three-story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences.

The use of the Michillinda parking lot for parking and playground is another example of striking this balance. All of Sierra Madre's schools enjoy outdoor playgrounds and sports areas. Many schools have parking lots that are scheduled during the day for either parking or for play areas, depending on the need. The master plan balances open space with joint use of the parking lots for play areas, when safe to do so.

As part of the master plan's environmental review, Alverno commissioned an independent noise study that examined the potential noise from all four sides of the school. In particular, the study reviewed the noise impacts of children playing in the Michillinda parking lot. The environmental consultants concluded that the noise levels do not violate the city's noise ordinances.

We pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children. We urge you to approve the Alverno Heights Master Plan Update.

Respectfully,

Gaelle and Kirk MacDonald  
500 Manzanita Ave, Sierra Madre



November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Commissioners,

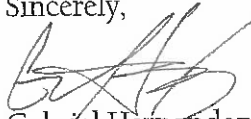
I believe that an important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fund raiser, the Sierra Madre Dance Company and other community organizations.

The school established a student service program in 1996, where students required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

The school should be recognized for providing recreation and open space to the entire community. The new athletic field has been a great plus for our community. Very few schools in our region dedicate over 50% of their campus to open spaces and contemplative spaces, like the Prayer Garden, the Villa's reflecting pond, and the Stations of the Cross. The athletic field serves as a safe space for local families during the Covid-19 pandemic. The city and the school have a long-standing facilities use agreement dating back over two decades.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,



Gabriel Hernandez

November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

Dear Planning Commissioners,

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now 93 years old and requires constant repairs.

The reuse of the Villa for school uses, such as the school's chapel, school offices, faculty lounge, and for student activities, will help to reuse one of Sierra Madre's local historic treasures. The chapel in the Villa originally dates from the time of Sisters of Saint Francis in the 1950's. There are great benefits to the community in the preservation and adaptive reuse of the Villa since it is also used for civic and community cultural events.

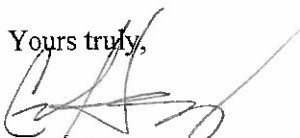
The masterplan will preserve the caretaker's cottage. The conversion of this 1930's home to flexible classrooms will adaptively reuse the home, protect the surrounding neighborhood, and assist the school in meeting its instructional needs. Other schools would just demolish the home.

The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high-quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus.

The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Yours truly,



Gabriel Hernandez



November 8, 2021

Honorable Richard Pevsner, Chair  
Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

Dear Chair Pevsner and Planning Commissioners,

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now 93 years old and requires constant repairs.

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The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Your truly,

Robert Studer

November 1, 2021

William Pevsner, Planning Commission Chair  
Vice Chair Denison  
Commissioners Dallas, Hurt and Spears  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Chair Pevsner and Commissioners,

As an employee of Alverno Heights Academy and a resident of Sierra Madre, I respectfully request that the Planning Commission give careful consideration to the approval of Alverno's Master Plan.

Alverno has supported Sierra Madre over the past sixty years by generously offering its facilities and resources to various community organizations, such as SMGSA, Friends of the Library, and SMFD, just to name a few. In addition, Alverno provides open recreational space for the entire community through our new athletic field, which has been a huge benefit for many families and groups in Sierra Madre.

The new facilities outlined in the Master Plan are very much needed and will allow Alverno to remain competitive as an academic institution, while also providing an additional venue for use by the Sierra Madre community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,

Wendy Finch-Burk  
76 Auburn Ave.

November 8<sup>th</sup>, 2021

Sierra Madre Planning Commission  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

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Subject: Alverno Heights Academy Master Plan

Dear Planning Commissioners,

Thank you for considering my request that the Commission approve the Alverno Heights Academy master plan. My daughter is a student at the Upper School in the 12<sup>th</sup> grade. Her Performing Arts Theater class just hosted 4 shows at the Sierra Madre Playhouse, to a resounding review by families and guests alike. We all love that old movie theater and the way in which the residents of Sierra Madre and Pasadena's community have supported the effort of keeping her alive and ensuring it stay a centerpiece of the local art scene.

Alverno Heights Academy has historically supported a strong visual and performing art program. I am requesting that the Commission approve the amendment to the Master Plan to include the new theater, art room, and workshop to our current Visual and Performing Arts building.

The Fine Arts addition is planned north of the existing Visual and Performing Art Building on Wilson Avenue. No trees or buildings will be removed for the new additions. The classrooms will align with the existing building setbacks on Wilson Street, providing a large buffer to the homes on Wilson Street. The architecture of the arts classroom will complement the existing Visual and Performing Arts building. The black box theater will be where the existing garage is now with additional storage added to the back of the building, not impacting setbacks. The students at both the upper and lower schools are looking forward to this addition.

Thank you for considering my request.

Sincerely,

Robert Studer

November 8, 2021

Hon. Richard Pevsner, Chair  
Vice Chair Denison  
Commissioner Dallas  
Commissioner Hutt  
Commissioner Spears

Re: Alverno Heights Academy Master Plan - Approve

Dear Chair Pevsner and Commission Members,

I am writing to request your approval of the Alverno Heights Academy's Master Plan Update. I am a parent of a 12<sup>th</sup> grade student at the school. The excellent education that the school provides was a major reason to enroll our daughter. However, another key factor was the school's commitment to preserve trees and open spaces. Unfortunately, most of today's schools are paved over, with little thought given to preserving green space.

Sierra Madre's tree protection ordinances preserve selected trees, which the Master Plan is implementing. The Master Plan will preserve a stand of oak trees north of the lower school buildings. The school also plans on relocating smaller impacted oak trees by the new sports court, with the review by an arborist. No trees will be affected on the east or north sides of the campus.

The commission should recognize Alverno for their efforts to preserve not only the open spaces and oak trees, but other significant trees which are not protected by the City's ordinances. This care for the environment has been a hallmark of the school for the past 62 years.

If approved, the new lower school will preserve and work around the large Moreton Bay Fig tree, which will become the focal point of the new campus and student plaza. The plan implements the arborist's recommendation that the campus buildings be protected with a 120-foot diameter setback area around the tree's trunk. Most schools would remove this tree, but Alverno is focused on its preservation.

There are many reasons to approve the master plan. I hope the Commission takes into consideration the significant efforts of the school to protect and enhance the environment.

Yours truly,

Robert Studer

October 26, 2021

Mr. William Pevsner, Planning Commission Chair  
Vice Chair Denison  
Commissioners Dallas, Hurt and Spears  
232 W. Sierra Madre Blvd, Sierra Madre, CA 91024

Letter of Support – Alverno Heights Master Plan Update

Dear Chair Pevsner and Commissioners,

I believe that an important consideration for the Planning Commission in approving the Master Plan is the support that Alverno Heights Academy has provided to the community over the past six decades. Alverno has always been very generous to the community in offering its facilities and resources. The school provides space for the Sierra Madre Youth League Softball teams, the annual Friends of Library fundraiser, the Sierra Madre Dance Company and other community organizations.

The school established a student service program in 1996, where students were required to dedicate their time and skills to community causes. The school annually sponsors the Haunted Villa, which serves as a safe space for local families to enjoy Halloween. The students participate in Humanity Week, a major food and clothing drive for local homeless charities, including the St. Francis Center.

The school should be recognized for providing recreation and open space to the entire community. The new athletic field has been a great plus for our community. Very few schools in our region dedicate over 50% of their campus to open spaces and contemplative spaces, like the Prayer Garden, the Villa's reflecting pond, and the Stations of the Cross. The athletic field serves as a safe space for local families during the Covid-19 pandemic. The city and the school have a long-standing facilities use agreement dating back over two decades.

The new facilities are needed and will allow Alverno to remain competitive in a changing educational environment and will provide much needed support spaces for the entire community. I appreciate your consideration of my request to approve the Master Plan.

Sincerely,  
Andrea Bertollini '91  
Alumni and Sierra Madre Resident  
[REDACTED] E. Grandview Ave.

October 30, 2021

Sierra Madre Planning Commission  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Planning Commissioners,

Thank you for considering my request that the Commission approve the Alverno Heights Academy master plan.

Alverno Heights Academy has historically supported a strong visual and performing art program. I am requesting that the Commission approve the amendment to the Master Plan to include the new theater, art room, and workshop to our current Visual and Performing Arts building.

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Thank you for considering my request.

Sincerely,

Rose Bertollini

 Mariposa Ave.

October 30, 2021

Hon. William Pevsner, Chair  
Vice Chair Denison  
Commissioner Dallas  
Commissioner Hutt  
Commissioner Spears

Re: Alverno Heights Academy Master Plan - Approve

Dear Chair Pevsner and Commission Members,

I am writing to request your approval of the Alverno Heights Academy's Master Plan Update. I am a lifelong 80 year old resident of Sierra Madre. Alverno is an excellent school and a community supporter. Several of my nieces and great-nieces have attended Alverno. However, another key factor was the school's commitment to preserve trees and open spaces. Unfortunately, most of today's schools are paved over, with little thought given to preserving green space.


Sierra Madre's tree protection ordinances preserve selected trees, which the Master Plan is implementing. The Master Plan will preserve a stand of oak trees north of the lower school buildings. The school also plans on relocating smaller impacted oak trees by the new sports court, with the review by an arborist. No trees will be affected on the east or north sides of the campus.

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There are many reasons to approve the master plan. I hope the Commission takes into consideration the significant efforts of the school to protect and enhance the environment.

Yours truly,

Belinda McCloskey  
 Grandview

October 31, 2021

Honorable William Pevsner, Chair Sierra Madre Planning Commissioners 232 W Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

Dear Chair Pevsner and Planning Commissioners,

Alverno should be commended for supporting the City's historic preservation goals. The masterplan illustrates the school's commitment to enhancing and preserving the historic character of the campus and of Sierra Madre. Preservation of older structures is expensive for property owners. Maintenance can be intensive as buildings age; for example, the Villa del Sol d'Oro is now approx. 98 years old and requires constant repairs.


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The City's historic consultant found there are no direct impacts of the new Lower School buildings on the historic character of the Villa. The village theme of the new Lower School harmonizes with the Villa. The high quality architecture of the new classrooms complements the Villa.

The school will continue to preserve the Villa's entry gates and entry road. The entry gates on Highland were restored in 2010. The plan retains the Villa's curved entry road. The school has also worked to retain the open spaces and trees, since these are also important to the history of the campus,

The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Yours Truly,  
Monica Johnson  
 Victoria Ln.



October 31, 2021

Honorable William Pevsner, Chair Sierra Madre Planning Commissioner's

232 W. Sierra Madre Blvd Sierra Madre, CA 91024

Subject: Alverno Heights Master Plan – Historic Preservation

Dear Chair Pevsner and Planning Commissioners,

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The masterplan amendment furthers the historic preservation goals of the City. I respectfully request that the Planning Commission approve the Alverno Heights Academy Master Plan 2021 Update.

Your truly,  
*Cynthia Gaus*  
Victoria Ln.

November 1, 2021

Mr. Vincent Gonzalez  
Planning and Community Preservation Director  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez:

As an employee at Alverno Heights, we support the new master plan for Alverno Heights Academy. The plan is well thought out and balances important goals. One goal is to preserve protected trees, significant campus landscaping, and open spaces. Another goal is to blend the new classrooms and facilities with the surrounding neighborhood.

The master plan balances one story, two story and a limited amount of three story classrooms to preserve trees, and open spaces. The classrooms are setback from the school's property line to protect the residences located across the streets from the campus. Additional landscaping is added on the school's perimeters to further protect the residences.

The use of the Michillinda parking lot for parking and playground is another example of striking this balance. All of Sierra Madre's schools enjoy outdoor playgrounds and sports areas. Many schools have parking lots that are scheduled during the day for either parking or for play areas, depending on the need. The master plan balances open space with joint use of the parking lots for play areas, when safe to do so.

As part of the master plan's environmental review, Alverno commissioned an independent noise study that examined the potential noise from all four sides of the school. In particular, the study reviewed the noise impacts of children playing in the Michillinda parking lot. The environmental consultants concluded that the noise levels do not violate the city's noise ordinances.

We pray that you do not unfairly single out Alverno for using the parking lot, when safe to do so, for a play area for our children. We urge you to approve the Alverno Heights Master Plan Update.

Respectfully,

Oscar Leal

Employee of Alverno Heights Academy

# SIEGRIST FAMILY

November 1, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd.  
Sierra Madre, CA 91024

Subject: Alverno Heights Academy Master Plan

Dear Planning Commissioners,

We write to lend our full support for the Alverno Heights Academy (Alverno) Master Plan. This project represents a momentous opportunity for Alverno to deliver the high-quality, rigorous, 21st century education that will prepare our children for future studies and the continuously evolving world. Moreover, the proposal will ensure the continuation of a long and supportive relationship with the broader Sierra Madre community. The proposal enjoys overwhelming support from all corners of our Sierra Madre community and is thoroughly supported by our Alverno parent community.

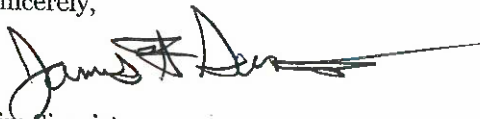
Our child's education began 10 years ago in Sierra Madre at Sierra Madre Community Nursey School. We were blessed to find Alverno, when in 2020, the Academy took the bold step to expand its high school to include a co-educational Lower School, thus growing and writing a new chapter in its rich history of 60 years of educational excellence. Our now-7<sup>th</sup> grade son is thriving within the Lower School, having made new friends while maintaining former friendships, and following his bliss after school with the Golf Team and wanting to join Football next year. With students representing over 30 previous schools and a parent board representing nine previous schools, the Lower School, through the pandemic, established a Junior Jaguar community ripe with spirit, faith, and participation. Parent participation in Lower School Alverno Parent-Teacher Association (APTA) events last year was so strong that collectively we raised funds to provide 1:1 iPads for all students prior to the 2020-21 school year start, and at the end of this Summer, we funded projects including robotics and coding programs, and a computer lab with 30 brand-new Apple computers utilized daily by our TK-8th grade students. This year, with over 40 parents in event Chairperson roles, our APTA calendar is robust, having already hosted a new family welcome, a parent social, and a "Book or Treat" Halloween event for the students and teachers – all within COVID-19 guidelines. We look ahead excitedly to a number of friend- and fund-raiser events that are family and community oriented, including our Second Annual Alverno Golf Classic at Brookside, open to all Academy families, alumni, and friends.

With your support, Alverno can move successfully through the process to update and finalize its Master Plan, ensuring the enhancement of facilities to meet the educational needs of our students and the next generation of students. Alverno is more than just a school; it is a home for hundreds of current students and six decades of Alumni, and a community gathering place. Alverno has hosted numerous weddings and events and the Academy, through its faith and service programs led by the students and staff, prides itself on its commitment to community and being a welcoming place for all.

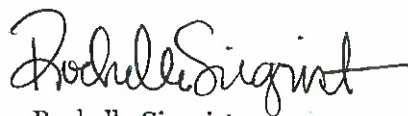
Dedicated to preparing our students to function in a society as informed, knowledgeable persons, who have the requisite skills to make and implement mature decisions about complex problems, is a legacy worthy of supporting. Your support and approval are needed so that this project can stay on-time and on-budget. Alverno students deserve every educational opportunity to prepare them for the ever-changing world they will enter after graduation and Sierra Madre deserves to have this beacon of light shine brightly in its community in the decades ahead.

Thank you for your time and consideration regarding the approval of Alverno's Master Plan.

Sincerely,



Jim Siegrist  
CFO, Foothill Family  
Adjunct Professor, USC Sol Price School of Public Policy



Rochelle Siegrist  
APTA President 2020-21 and 2021-22  
Gala Producer, Los Angeles Philharmonic Association

Dr. Jennifer Torres Siders  
639 E. Grandview Ave.  
Sierra Madre, CA 91024

November 6, 2021

Sierra Madre Planning Commissioners  
232 W. Sierra Madre Blvd  
Sierra Madre, CA 91024

**Letter of Support – Alverno Heights Master Plan Update**

Dear Commissioners,

Alverno Heights Academy is a vital part of the vibrant educational ecosystem that drew my husband and I to raise our two daughters in Sierra Madre. I write today to respectfully request your support for the school's Master Plan.

As a parent, I deeply value the learning environment that Alverno has cultivated and that the Master Plan envisions—especially its open spaces, its preservation of significant trees, and its environmentally thoughtful landscaping. What a privilege it is to see our children thrive in such a naturally stunning setting, and moreover to know that they are enrolled at a school that fosters an authentic commitment to service and community.

As a resident, I applaud Alverno's respectful and responsible stewardship of this historic and very special property. The Master Plan supports the preservation of the nearly century-old Villa and caretaker's cottage, protecting the character of these buildings while giving them new life as educational resources. Just as importantly, I thank Alverno for sharing its beautiful spaces with the community.

As a parent and as a resident, I take great pride in Alverno Heights Academy. This Master Plan will help ensure that the school remains a community and educational treasure for years to come. Thanks very much for your consideration.

Sincerely,



Jennifer Torres Siders

November 08, 2021

Mr. Vincent Gonzalez – Planning and Community Preservation Director  
232 W. Sierra Madre Boulevard  
Sierra Madre, CA 91024

RE: Alverno Heights Academy Master Plan

Dear Mr. Gonzalez,

Children at large have been most affected by recent evolutions in technology, social media, pandemic, etc., and our children need recognizable and overt opportunities in which they and their evolving needs, and wellbeing, are placed first by the adults who surround them. The needs of our children, in terms of education and socialization, have changed dramatically in a very short span of time, and local communities are working to catch up to them – some more successfully than others, which is a function of the willingness to evolve by the community members themselves.

Alverno Heights Academy is in a unique position to provide a clean slate, unbound as it is at the elementary and middle school levels to the weight of a particular, established convention. Alverno is all new, and the experiences that will be had by educators and students within Alverno will provide the leaps forward by which educators can establish precedent in pedagogy with the “new norm.” Teachers will stay ahead of the needs of their students, setting the necessary benchmarks through which other institutions may ultimately receive similar evolutionary support from their local communities. The City of Sierra Madre may well be the launching pad for new pedagogy and educational innovation.

Any increase in educational opportunities within a community increases property values for all local communities. Any community of parents and educators who wish to grow and provide educational opportunities for minors should be encouraged.

Before paying private or independent school tuition, each private or independent school parent first provides financial resources to their local public schools through their tax assessments. Independent and private educators who provide elective institutions of education decrease population pressures on public schools and allow public school districts to provide more tax dollars per capita to each public school student.

Please consider the opportunity presented to the City of Sierra Madre by Alverno Heights Academy to increase its overall offering of additional educational opportunities to local communities, at not cost to the city, and with the benefit of attracting greater attention to the value of the Sierra Madre community at large.

Sincerely,

M. R. B. Bunch

A handwritten signature in black ink, appearing to read "M. R. B. Bunch", written over a horizontal line.

November 08, 2021

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232 W. Sierra Madre Boulevard  
Sierra Madre, CA 91024

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Sincerely,

M. R. B. Bunch

A handwritten signature in black ink, appearing to read "M. R. B. Bunch", with a long horizontal flourish extending to the right.

November 8, 2021

Sierra Madre Planning Commissioners  
232 W Sierra Madre Blvd  
Sierra Madre CA 91024

**RE: ALVERNO HEIGHTS ACADEMY MASTER PLAN – APPROVE**

Dear Planning Commission Members,

I am writing to request your approval of the Alverno Heights Academy's Master Plan Update. I am a parent of a third-grade student at the lower school. As a parent who is committed that my daughter receives not only a strong academic education, but assuring she attends a school that has a strong community presence. Alverno Heights Academy provides all of that in addition to its beautiful open space, athletic field, a prayer garden and spacious land surrounded by trees. Another key factor presented during our open house tour was the importance of preserving much of the Oak Trees and landscape.

The commission should recognize Alverno Heights Academy for their tremendous effort to protect the care of the environment and surrounding area as it has for the past 62 years. I am a strong advocate for preserving historical landscape and have been a part of the San Gabriel Valley region all of my life. I know and recognize the importance of historic preservation and applaud Alverno Heights Academy for the protection of its commitment within their own campus.

There are several reasons the Planning Commission should approve this master plan. I look forward to the meeting of this Commission and support of Alverno Heights Academy. I thank you for your time and effort and assuring that our wonderful school protect its beautiful historic area and the surrounding neighborhood.

Sincerely,

A handwritten signature in black ink, appearing to read 'V. Smith', with a horizontal line extending to the right.

Veronica Smith

November 9, 2021

Planning Commission Chair, Mr. William Pevsner  
City of Sierra Madre

Dear Mr. Pevsner,

I am writing to you in support of Alverno Heights Academy's Master Plan, to officially include the addition of the Lower School. I am a lifelong resident of Sierra Madre (61 years) and attended Sierra Madre School, St. Rita's School and Alverno High School, and my son also attended schools in town. I have lived in close proximity to most of the schools in this town throughout my life, and currently own a home near La Salle. I believe that schools make great neighbors and are good for the community. I also believe that more schools create competition, and competition breeds success. Just as colleges and universities are not "one-size, fits all", early childhood education institutions are all different and parents need to choose the one that best suits their child's needs and wants.

I know first hand that Alverno is a special place for elementary aged kids because I've been working there since the youngest students were able to start in-person learning in Fall of 2020. The way the teachers utilize the Villa, the athletic field, and all of the outdoor spaces is truly unique to this beautiful campus and really enhances the learning experience. The Lower School kids LOVE this place! The temporary classrooms are so nice, even nicer than the old ones at the High School, but we are in need of additional indoor space for academics, art and music, assemblies, special events, etc.

Alverno has always strived to be a good steward of the land and the flora and fauna we are blessed to have around us, and I know that the expansion plans were developed with this in mind. The School has gone to great expense to hire experts to ensure that the proposed buildings and improvements make the best use of the space for our needs, while preserving as many trees as possible. Everyday when I'm on duty as playground supervisor, the kids and I are thrilled to watch red-tailed hawks circling overhead, in and out of the trees, and have even named a couple of them Hot Cheeto and Flamin' Hot Cheeto! The sighting of bunnies, squirrels, deer, and occasional bears (or evidence of their visit) are frequent events at Alverno, but always get an excited reaction from the kids. We are so lucky to have a gem like this right here in Sierra Madre. Let's make sure it remains for generations to come!

I could write you page after page but I'm going to leave you with this: please read all the letters of support from our community and look at the enclosed brochure for the Lower School. If this was an option when my son was that age, the choice would have been easy - Alverno, for sure! Please encourage the Planning Commission and City Council to approve Alverno's Master Plan, for the good of the town, the neighborhood, the current families, and all the future children who will attend there. Thank you for your consideration.

Sincerely,



Sue Behrens



**Vincent Gonzalez**

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**From:** Mark Abernathy <mark@sgvmanagement.com>  
**Sent:** Tuesday, November 9, 2021 2:38 PM  
**To:** Vincent Gonzalez  
**Subject:** Support of Alverno Master Plan

**CAUTION:** This message is from an EXTERNAL SENDER - be CAUTIOUS, particularly with links and attachments.

Hi Vincent,

I am writing to express my support of Alverno's Master Plan.

I am an owner of a historical home in Sierra Madre as well as 1960s-era apartments in town. As such, I understand the importance of maintaining Sierra Madre's rich heritage, but balancing it with appropriate development to meet the community's changing needs. Alverno's plan does both.

My 13 year old son is currently an 8<sup>th</sup> grader at Alverno Heights Academy, and this is his second year attending school there. His experience at Alverno Heights Academy has been nothing short of magical, and our family is immensely grateful to have this asset right here in Sierra Madre! The property is overdue for improvements to meet the current and future needs, especially for the younger students who are taking class in the temporary trailers and have limited access to bathrooms, permanent covered outdoor spaces (to eat lunch) and play areas.

I encourage the City of Sierra Madre to support Alverno's Master Plan.

Regards,

Mark Abernathy

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Mark D. Abernathy  
626-574-0828 Main \* 626-241-9654 Direct  
www.sgvmanagement.com  
PO Box 661904, Arcadia, CA 91066  
133 E Duarte Rd, Arcadia, CA 91006



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