

**Sacred Heart Schools (SHS) 2010-2011  
Master Plan Update for Use of Facilities  
April 2010**

**Introduction:**

Since the submission of our last Master Plan update in November, 2009 Sacred Heart Schools, Atherton has concentrated primarily on the plans for the new lower and middle schools replacement buildings as well as items that were needed for the Environmental Impact Report which is under way.

**MASTER PLAN UPDATE**

The following projects are part of the updated Master Plan, April, 2010

**This update will serve as a summary of the few changes made from the Master Plan update presented in November, 2009. For your convenience a copy of the November, 2009 update is included**

**The areas of change since the November Update includes:**

- 1. Addition of two bike lanes along Park Lane for added safety for all bike riders.**
- 2. The tennis courts from the corner of Elena and Park will be relocated to the existing tennis courts.**
- 3. Widening the distance between the new entrance and exit that will be installed on Park Lane once the Lower/Middle school is constructed.**
- 4. The playing fields on the St. Joseph's side have been flipped and the storm water retention ponds are shown.**
- 5. Infant Toddler Center location.**
- 6. The realigned athletic fields and extension of Elena Avenue parking lot for SHP have more detail including location of storm water retention ponds and the concession/restroom facility.**

**SHS**

**Bike Pathways/Entrances**

SHS will install a bike/pedestrian entrance in the corner of Park & Elena in order to get students onto the property and out of vehicular traffic.

A second bike/pedestrian entrance on Park Lane will be available to the lower and middle school students away from the busiest traffic area. This entrance will be at the fire road entrance.

- **Park Lane Improvements**

We had intended to relocate 1 or 2 of the 3 tennis courts from the corner of Park and Elena closer to the Aquatic Center. As we studied this further the impact to heritage trees made us study this further. We are now relocating the equivalent of 1.5 tennis courts to the existing tennis complex near the Preschool. The relocated courts will measure smaller than a traditional 120' x 60' tennis court because it will hold mini- practice courts. These mini-courts are better teaching tools for our students. This will not increase the number of courts for playing tennis matches.

The current small resident building known as the Castle will be demolished due to its age and the fact that it is no longer needed.

Park Lane will become the main entrance for the Lower and Middle School with the new site layout. This entrance will be designed with two distinct and separate entrance and exit. One may enter and proceed towards SHP, the Aquatic Center, Oakwood or the Main Building or one may turn left into a parking lot that will serve Lower and Middle school visitors. For parents who will drop off or pick up their students from grades 4-8 they will come in the new entrance and turn left to enter a driveway that is dedicated just for this purpose. Campbell Theater or Aquatic Center patrons will use this lot for their events.

The entrance and exit lanes have been redesigned to widen the distance by approximately 9-10 car lengths (from 83' to 179') thereby allowing for better visibility and the ability to keep cars from grid lock on Park due to turning in or out of the campus.

- **Enrollment projections**

At this writing there are no changes to the enrollment projection per the November 9, 2009 projection plan. (Please refer to the Chart).

- **Statement of Historic Buildings**

Sacred Heart Schools, Atherton has occupied the current location since its founding as a school in 1898. The only building on the campus that would qualify as Historic according to the California Register is the Main Building which is located in the center of the 64 acres.

The Master Plan does not include nor suggest any changes or alterations to the Main Building.

- **Heritage Trees**

Throughout the years, the school has been vigilant to do everything possible to avoid removing or impacting negatively heritage trees.

We have worked closely with a commercial arborist as well as with the Town's arborist when evaluating the health of the campus trees. Since the safety of those on our campus is of utmost concern we regularly assess the condition of the trees and take steps to keep the trees in good shape through feeding, pruning or ultimately removing if those steps do not improve the condition of the tree.

The School is committed to maintaining the beauty and health of the campus trees through continued maintenance and thoughtful planning.

We definitely will have heritage trees to remove in order to accomplish our new layout for the lower and middle school project. (Please see attached map from WRNS Studio) The tree removal and replacement plan will be part of the application for the Conditional Use Permit for this project.

Due to the number of trees being impacted a copy of the Arborist Report, December 2, 2009 is included for reference.

- **Hours of Operation**

The following summarizes the hours of operation of the school and its facilities:

- Normal School hours 7 am – 4 pm- Monday- Friday
- Evening usage 4pm-10pm- Monday – Saturday
- Nighttime usage (10PM–7AM) we rarely have an event that goes till midnight. There are only two that are annual events- (Fashion Show and Auction-both currently take place on Saturday's
- Special Events-- we hold about 3 special events per year:
  - Fashion Show (September)
  - Christmas Boutique (December)
  - Auction (Spring).
- About twice a year we host a guest speaker from Common Ground which is a consortium of schools in the area- so other schools would attend.
- Non-school uses- cub/boy scouts, girl scouts, little league.
- Summer use- SHS traditionally conducts summer camps and host the Bridge Program - June- late July or early August
- Weekend use
  - SHS team sports- No lights are used for field events.
  - We do not permit use of the school on Sunday's except for an occasional St. Joseph's sports. Some of the other schools we play can only play on a Sunday- there are not many games.

- Athletic field usage
  - Hours of usage :Monday- Saturday- 8 am – dark
  - Summer use Summer Camps M-F 9:00 – 2:30 6-8 weeks starting end of June; Sports Clinics- end of June – Aug about 3 x's/wk. 3 pm-dark.
  - Weekend use Some Saturday's only- baseball or little league 8 am- dark; football or soccer in season- 10am-4-pm

Maintenance activities Monday- Friday- 8 am- 5 pm. Occasionally we need to prep for an Open House (4 times in the year) on Sunday's and will have maintenance come in to clean up grounds.

#### Other Property Uses

Oakwood Complex sits in the middle of our site and is a retirement home for the Religious of the Sacred Heart. Their operations are totally separate from the schools.

### **SJSH**

Since we are not expecting to know the results of the Environmental Impact Report until late July, SHS will not begin construction of the Lower and Middle School replacement buildings until June, 2011. We are currently anticipating a 14 – 15 month build period.

#### • **SJSH Sports Field Realignment**

The SJSH fields are scheduled to be realigned and improved after the completion of the new buildings and the removal of the portable classrooms which will house the middle school students during the construction of the new buildings.

Once the buildings are completed, the lower and middle school fields will be rebuilt and realigned along Emilie Ave. Based upon requirements and codes for storm water retention on site there will be bio-retention ponds, and since we are further along in the design of the fields, we have altered the layout of the fields from the November, 2009 Master Plan Update in order to accommodate one of the bio-retention ponds. The baseball field will be moved towards Spieker Pavilion with home plate close to the back of the new lower school. A soccer field will run parallel to Emilie with one goal close to Park Lane. There will be bleachers, a batting cage, scoreboards and a small storage container for baseball near the field. These items are already located near the current fields. No lights or permanent sound system will be needed at the fields.

#### • **Infant Toddler Center**

After a careful review of a number of possible options for relocation of the infant toddler center it has been determined that this will now be located in the last ground floor room of the new lower school building. It will have a small fenced in playground for the children.

### **SHP**

- **SHP Athletic Field Relocation and extension of Elena Parking Lot**

The playing fields and the parking lot along Elena for SHP will be the first area to be rebuilt and realigned. We plan to begin this project as soon as the EIR is approved. We anticipate an August, 2010 start date with the removal of the Morey Building in June, 2010. The project includes realigning the baseball field from its current location towards the corner of Park & Elena. The current configuration has the outfield overlapping the soccer field. With the new alignment there will be sufficient space for the soccer field and baseball outfield to not overlap. Currently there is a safety concern regarding foul balls landing among the spectators or in the pool.

We also plan to rebuild a practice field to the south of the baseball field. This was originally meant to be the replacement softball field, however, SHP has not had a softball team for the past 2-3 years and we do not anticipate this returning to the high school sport offerings.

There are trees that will be impacted during this realignment- however none of them are heritage trees. (Please see attached map Titled **WEST FIELDS- from Colony and Carducci and Campus West Side from SWA**). The tree removal and replacement plan will be part of the application for the Conditional Use Permit for this project.

Portable bleachers will be used at the baseball and soccer fields as well as the practice field. There is a hope to one day put in permanent bleachers at the baseball field. There will be no field lights installed- however there will be the appropriate type of path lighting installed to ensure the security and safety of those walking on the paths after dark.

The baseball field is the only area that will have a built in sound system with permanent speakers and a small control booth at the top of the bleachers. The baseball field will have a permanent backstop; foul poles and a fence around the perimeter of the field. The practice field will also have a permanent fence around it.

The baseball field will also have a scoreboard; two ground level dugouts; 2 ADA compatible water fountains; home and visitor bullpens; batting cages and equipment shed in close proximity to the field. Most of these items are replicating what is currently in place for our existing baseball facility.

The practice field will serve as a multipurpose field allowing different sports to hold practices or just to serve as a place for the SHP students to relax over lunch.

With the removal of the Morey building there are no restrooms in close proximity to these fields, therefore we plan to construct a small changing area/restrooms/concession stand /storage facility which will be centrally located to the west of the existing aquatic center- thus serving all the athletic facilities in the NW corner of the campus. The size of this facility will be between 2,000-3,000 square feet and will complement the existing buildings.

The soccer field will maintain a scoreboard and will continue to use a portable sound system.

A flagpole will be centrally located in order to be seen from the baseball or soccer field.

### **Proposed Timeline for Projects**

Timing of the Lower and Middle school project is dependent upon EIR results \* and funding.

#### **Phase One: (2010-2012)**

- ◄ Demolition of Morey - June 2010
- ◄ Demolition of Castle (small residence) - June 2010
- ◄ Realignment of athletic fields- SHP - August- November 2010\*
- ◄ Extension of Elena parking lot towards corner of Park & Elena - August- October 2010\*
- ◄ Site work for SJSH- June 2011
- ◄ Demolition of SJSH buildings 300, 400, Foley Center and installation of Portables June – August 2011
- ◄ Replacement Lower School Building- general construction begins June 2011- September 2012
- ◄ Replacement Middle School & Administration Building w/ chapel- June 2011- September 2012
- ◄ Construction of Library – June 2011-September 2012
- ◄ Replacement for Foley- SJSH assembly hall and performing arts classes – June 2011-September 2012
- ◄ Relocation of Infant Toddler Center-July-September 2012
- ◄ Drop off/pick up configuration for LS & MS\* July-September 2012
- ◄ Valparaiso and Park entrances redone\*-TBD
- ◄ Demolition of 100 & 200 Building-August 2012
- ◄ Demolition of existing Gatehouse- June 2011
- ◄ Relocation of Gatehouse\* TBD
- ◄ Demolition of Morey tennis courts - August 2010
- ◄ Relocate Morey tennis courts – August 2010
- ◄ Renovations for traffic improvements \*-TBD
- ◄ Sewer replacement - June 2010

#### **Phase Two: (2013-2015)**

- ◄ Replacement of McGanney with added Practice Gym
- ◄ Quadrangle improvements-SHP
- ◄ Remodel or rebuild Maintenance Facilities



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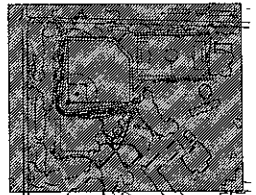
WEST FIELDS  
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KEY MAP



SUBMITTALS

KEY	DATE	TITLE
N/A	1-20-2010	50% CD PRICING SET

If the particular information or data on the drawings or any conditions which prevent or delay the completion of such work, the contractor shall notify the owner and architect immediately by the time of such work, and the architect shall be responsible for the completion of the work and the contractor shall be responsible for the completion of the work and the contractor shall be responsible for the completion of the work.

SHEET TITLE

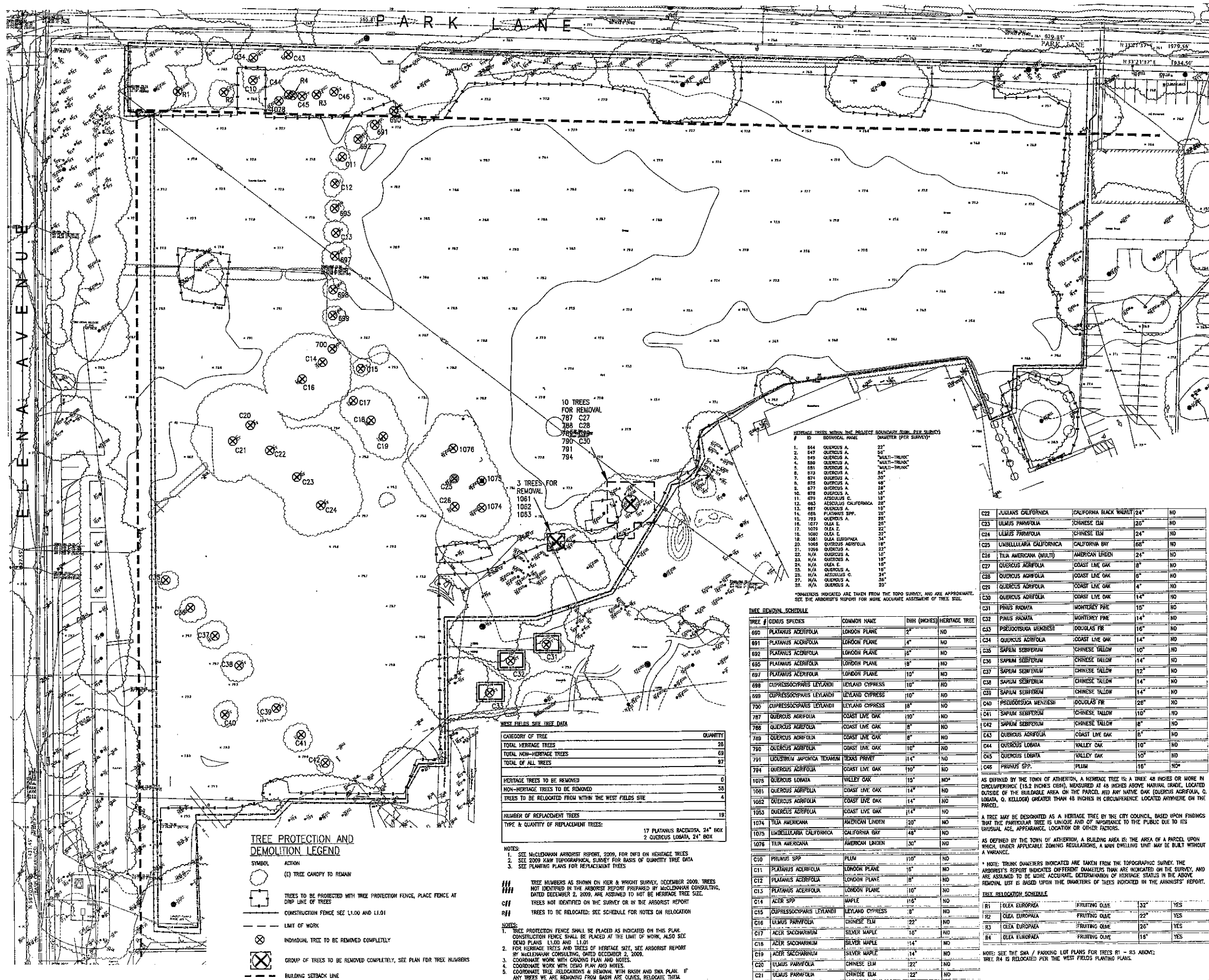
TREE PROTECTION  
AND REMOVAL PLAN

JOB NO  
CLM09-01

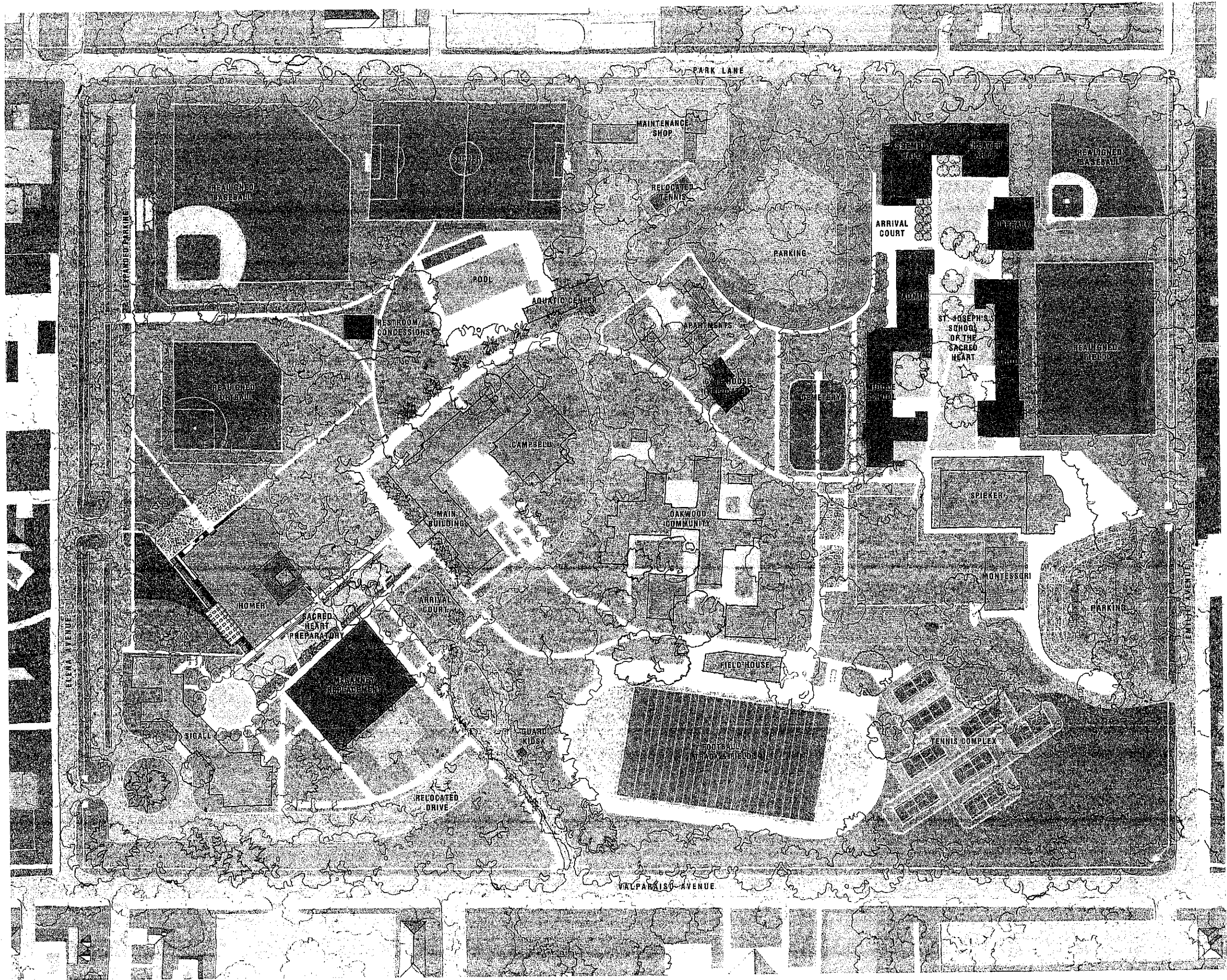
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OF SHEETS







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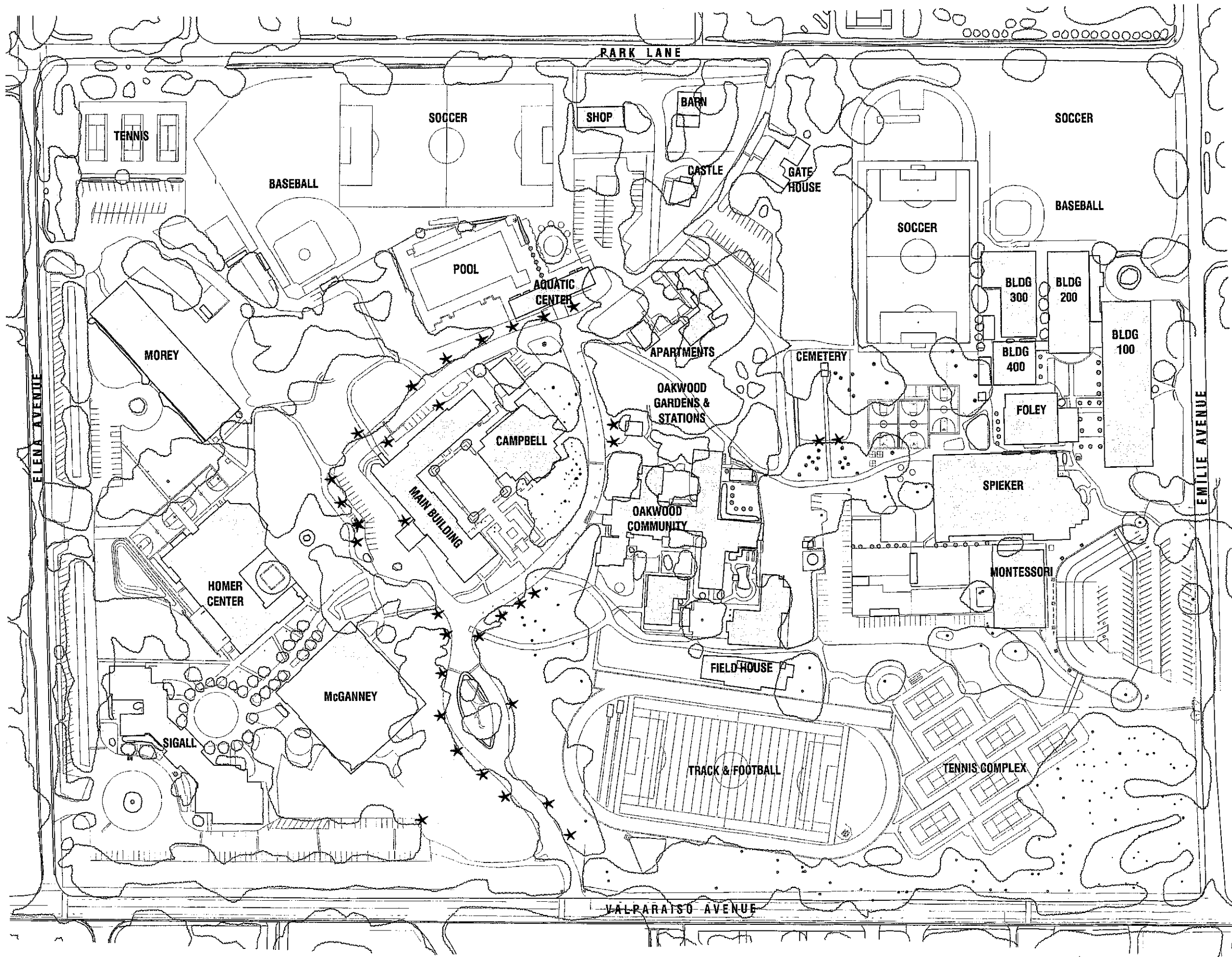
MASTER PLAN  
UPDATE

NOVEMBER 2009

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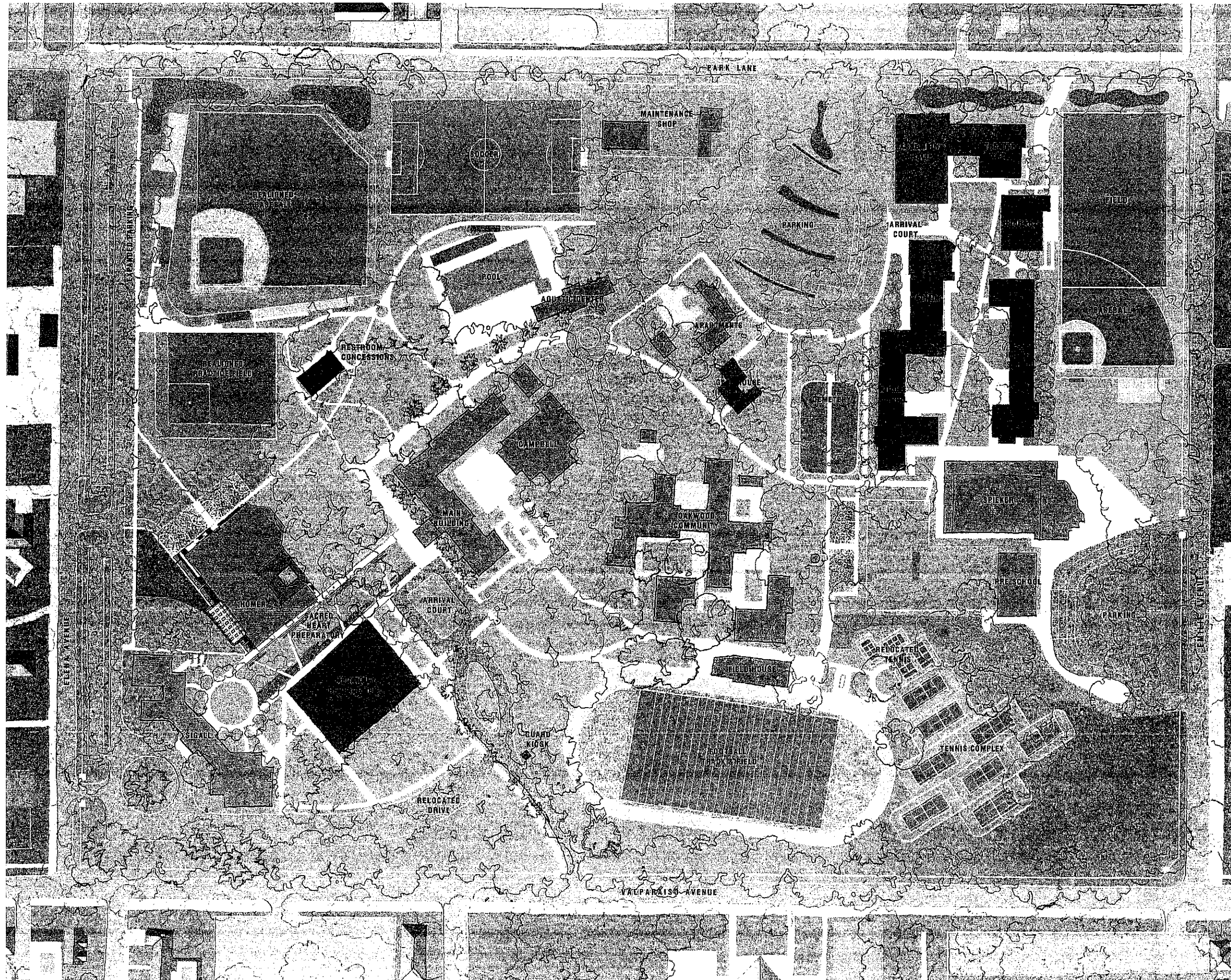
## EXISTING CONDITIONS

MAY 2009

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SWA





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# MASTER PLAN UPDATE

APRIL 2010

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SWA