

REPORT TO CITY COUNCIL

DATE: JULY 14, 2010

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: GREG RAMIREZ, CITY MANAGER

BY: MIKE KAMINO, DIRECTOR OF PLANNING AND COMMUNITY DEVELOPMENT

SUBJECT: PRE-SCREEN REVIEW OF A PROPOSED PROFESSIONAL OFFICE DEVELOPMENT PROJECT AT 30440 AND 30500 AGOURA ROAD – CONRAD N. HILTON FOUNDATION HEADQUARTERS CAMPUS

The Conrad N. Hilton Foundation is requesting comments from the City Council on their proposal to relocate their headquarters from Century City to a new facility in Agoura Hills. A development application for the project was received by the Planning Department and is currently being reviewed and processed. Office development proposals are not typically reviewed as a Pre-Screen Review item by the City Council; however the applicant has requested the City Council's preliminary feedback on the development proposal.

The project site is a 66-acre parcel located on the south side of Agoura Road, west of Reyes Adobe Road and west of the Scheu site, in the Ladyface Mountain Specific Plan area (30440 and 30500 Agoura Road). The applicant is proposing to construct four office buildings totaling 90,300 square feet in four phases over an approximate 25-year period, which necessitates a Development Agreement. The Foundation currently has a staff of 21 employees in Century City and Reno. Based on commitment for future donations and project assets, the Foundation expects to increase their staffing level to 100 employees. The applicant is seeking entitlement for the site improvements, building locations, the build-out floor area, and construction of the first phase building. Separate entitlement would be required for the building design of the future phases of development. A project description with site plans is attached for reference. Architectural renderings of the first-phase building are also attached.

The specific development applications requested of the applicant for this project include: 1) a Conditional Use Permit for construction within the Ladyface Mountain Specific Plan area; 2) an Oak Tree Permit for the removal of approximately 35 oak trees and 33 scrub oaks; 3) a Tentative Parcel Map to reconfigure the lot lines of the two parcels; and 4) a Variance for a 10% reduction in required parking spaces and for retaining and garden walls to exceed 6 feet in height. The project also includes a request for a Development Agreement with the City. No Specific Plan amendments are requested.

The first phase of development would include construction of a 24,000 square-foot, two-story building on the lower, east end of the property, the widening of Agoura Road along most of the

property frontage, surface parking, and a 750 square-foot maintenance shed on the west end of the parking lot. This phase would also include grading for the widening of Agoura Road in the front of this phase and rough grading for the third phase building.

The second phase of development would include the construction of a 36,000 square-foot, two-story office building on the western, higher elevation of the property and a 750 square-foot expansion of the first phase maintenance building. This phase would also include construction of a second parking lot on the west end of the property.

The third phase of development would consist of a 7,500 square-foot, two-story office building at the northeast corner of the property, adjacent to the Phase 1 building. The easterly parking lot would also be expanded.

The fourth phase of development would complete the build-out of the site by including a 21,300 square-foot, two-story office building on site of the westerly parking lot. The easterly parking lot would be replaced with a new subterranean parking garage and surface parking lot. An internal cart path and funicular are also proposed at this phase for on-site access to all buildings. The total building area over the four phases is 90,300 square feet, which is the maximum allowable area under Scenario 2-A.

It is the applicant's desire to achieve the rare Platinum LEED (Leadership in Energy and Environmental Design) certification status for the project. Examples of a few of the proposed sustainable design elements for this project include:

- Photovoltaic solar energy panels on the buildings and in the parking lots
- Passive heating/ventilation systems and no recirculation of air
- Thermal massing features
- Green roof system
- A building design that maximize use of natural light
- Mechanical shading devices
- Local, renewable and recycled building materials
- Collection of rainwater to support irrigation demand
- Permeable hardscape materials in the courtyards, parking areas and cart path
- Native vegetation in landscaping

Achieving a Platinum LEED building with the features noted above will require a deviation from the City's Architectural Design Standards and Guidelines for hillside development and the Ladyface Mountain Specific Plan design guidelines relative to building form. Specifically, to achieve heating and ventilation efficiency and maximal solar access, the buildings would not be terraced between stories, would include expansive use of transparent glass for natural light within the building, and would consist of a flat roof instead of a sloped or mansard roof with deep overhangs.

The draft Development Agreement, which will ultimately require City Council approval, is being reviewed by staff and the City Attorney. Three key components of the Development Agreement being requested by the applicant are:

1. The project be given an entitlement period of 25 years.
2. The project be constructed in four separate phases, with entitlement granted for the proposed building sizes and locations of future phases of development.
3. Architectural review authority for the future second, third, and fourth phases of development be relegated to the Director of Planning and Community Development, rather than the Planning Commission serving as the architectural review authority

Staff is currently reviewing the latest project plans for completeness. An Environmental Impact Report (EIR) is being prepared for the project. Staff anticipates circulating the EIR for public review by September of this year. Staff is also striving to hold a public hearing for this project with the Planning Commission in November, and with the City Council in December.

RECOMMENDATION

Staff respectfully requests the City Council provide non-binding comments to the applicant regarding the proposed development project.

Attachments: Phase I Building Renderings
Applicant's Project Description

Consultants

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Calabasas, CA 91302

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Owner's Consultants

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LANDSCAPE ARCHITECT
Van Atta Associates
235 Palm Avenue
Santa Barbara, CA 93101

Revisions

**CONRAD N.
HILTON
FOUNDATION**

30500 AGOURA ROAD
AGOURA HILLS, CA 91301

Drawing Title

**VIEW FROM
AGOURA ROAD**

Date: 05/28/2010

Job No: L21484.04

Drawn By: Author

Checked By: Checker

Drawing No.

**G0.02
DESIGN
DEVELOPMENT**



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Revisions

**CONRAD N.
HILTON
FOUNDATION**

30500 AGOURA ROAD
AGOURA HILLS, CA 91301

Drawing Title

LOOKING NORTH
EAST

Date: 05/28/2010

Job No: L21484.04

Drawn By: Author

Checked By: Checker

Drawing No.

**G0.03
DESIGN
DEVELOPMENT**



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Revisions

**CONRAD N.
HILTON
FOUNDATION**

30500 AGOURA ROAD
AGOURA HILLS, CA 91301

Drawing Title

LOOKING SOUTH
WEST

Date: 05/28/2010

Job No: L21484.04

Drawn By: Author

Checked By: Checker

Drawing No.

**G0.04
DESIGN
DEVELOPMENT**

**Project
Description**

SECTION 2.0

2.0 PROJECT DESCRIPTION

The Conrad N. Hilton Foundation Headquarters Campus Project (referred to herein as the “proposed project” or the “project”) includes the development of a contemporary office campus, which would provide the Foundation (hereafter referred to as the “Foundation”) a central headquarters to operate, maintain, and coordinate its long-term charitable projects. The proposed project would be built-out over four phases and would provide office and ancillary facilities, as well as access roads, parking, and native landscaping. The proposed project intends to create a workspace that is needed to meet the Foundation’s anticipated growth and incorporate design elements that would minimize the project’s carbon footprint and maximize its energy efficiency.

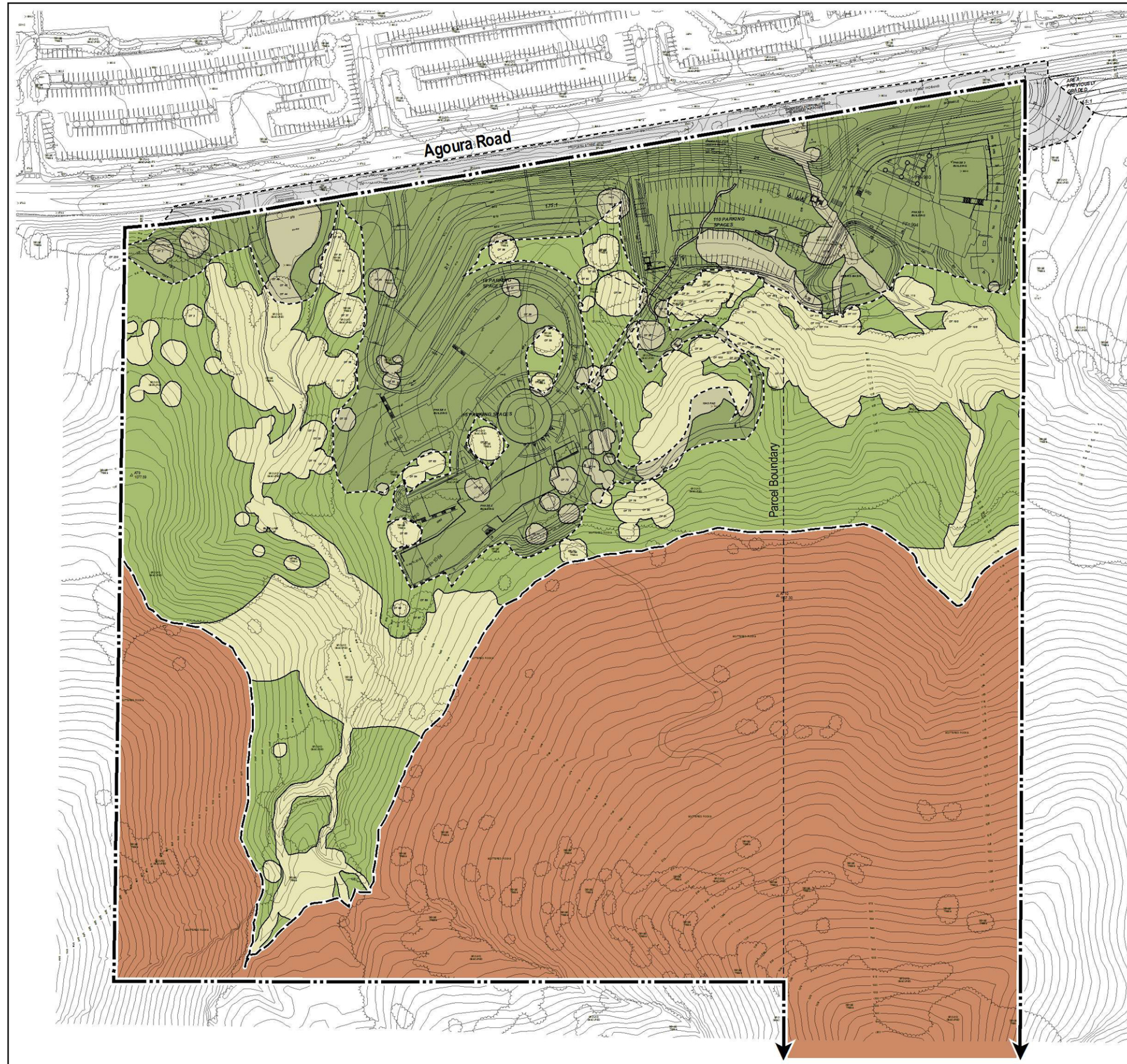
2.1 PROJECT HISTORY

In 1944, hotel entrepreneur Conrad N. Hilton established the Foundation, which currently operates as a 501(c)(3) non-profit organization that identifies critical societal needs, and proactively initiates major, long-term projects with appropriate partner organizations to implement them. The Foundation’s priority initiatives include, but are not limited to, providing support for the human services work of the Catholic Sisters, providing clean water and sanitation in the developing world, locating supportive housing for the homeless, and offering an array of services and substance abuse treatment programs for children and adolescents.

The Foundation currently has a staff of 21 employees in offices located in Los Angeles, California and Reno, Nevada. Based on commitments for future donations and projected assets, the Foundation is expected to grow, requiring additional staff of up to as many as 100 employees. The Foundation has recently acquired approximately 66.6 acres of land with the intent to address the anticipated growth and relocate its corporate headquarters to the City of Agoura Hills.

For its new headquarters, the Foundation has envisioned a modest, attractively designed, contemporary-style campus that is “light on the land” and integrates creative planning and sustainable design. One of the Foundation’s primary objectives for the proposed project is to provide innovative solutions that maximize energy efficiency and environmental protection, with the goal of achieving a Leadership in Energy and Environmental Design (LEED) Platinum Certification from the United States Green Building Council. In addition to designing the buildings and systems for LEED Platinum Certification, the Foundation has asked its project team to design a campus layout that is considerate of the site’s environmental and aesthetic resources, as well as consistent with applicable public policy.

In keeping with these objectives, the Foundation initiated conceptual planning and architectural processes aimed at identifying the site’s natural resources and their potential to support and/or constrain both the site plan and building design. Envicom Corporation was commissioned to prepare a series of technical environmental studies to support an Environmental Constraints Analysis (ECA), which identified, described, and mapped opportunities/constraints to development of the site. Issues addressed in the ECA were those anticipated to play an important role in the entitlement and environmental review process, including: vegetation communities, jurisdictional habitat, oak tree locations, and visual sensitivity. Other environmental issues, including geology/soils, cultural resources, hazardous materials, hydrology, and wildland fire, were also considered in preparation of the ECA but did not present constraints to development or were generally consistent across the site. The ECA process yielded a development opportunities map (**Figure 2-1**) that is reflective of each of the environmental issues based on criteria that took into account public planning, policy consistency, sensitivity, and feasibility of mitigation.



Source: Stantec, March 2010.

Legend

- · · — Project Boundary
- — — 1,100-ft Contour Line
- - - - Limits of Grading

Development Opportunities

- Preferred** Recommended development opportunity areas. Requires minimal to limited mitigation to achieve entitlements.
- Conditional** Potential development opportunity areas. Requires significant mitigation to achieve entitlements.
- Restrictive** Development prohibited above 1,100-ft contour.

The Foundation and its design team have utilized the findings of the ECA to formulate a project design that avoids the most constrained or “Restrictive” areas, and focuses a majority of the project footprint within the least constrained or “Preferred” areas. As shown in **Figure 2-1** and described in **Table 2-1**, the proposed project would limit its development footprint to approximately 11.75 acres (or 17%) of the 66.6-acre project site. This 11.75 acres would include 10.03 acres of the areas identified as Preferred opportunity areas and only 1.72 acres of the areas with moderate constraints designated as “Conditional.” No project grading would take place in areas identified as Restrictive areas. The majority of the project site (83%, or 54.85 acres) would remain undeveloped, ensuring considerable preservation and compatibility with the natural hillside open space and existing surrounding uses.

Table 2-1
Proposed Project Development Opportunity

| Opportunity Type | Total Acres | Area within Development Footprint | Percentage of Area Impacted |
|---|-------------|-----------------------------------|-----------------------------|
| Preferred | 20.0 | 10.03 acres | 50% |
| Conditional | 9.5 | 1.72 acres | 18% |
| Restrictive | 37.1 | 0.0 acres | 0 % |
| Totals | 66.6 | 11.75 acres | 17% |
| Source: Data sources for analysis include the following: Development Opportunities Figure 6 from Conrad N. Hilton Foundation Headquarters Campus Environmental Constraints/Opportunities Analysis (June 2008, provided herein as Figure 2-1) and the Grading Envelope provided by Stantec (January 21, 2010). | | | |

One of the Foundation’s objectives is to diligently pursue an environmentally sustainable “green” project. With the attainment of a LEED Platinum Certification rating, the Conrad N. Hilton Foundation Headquarters Campus Project would be the first in Agoura Hills to obtain and be registered with such a rating from the United States Green Building Council (USGBC), and would be added to the exclusive list of registered projects that have achieved the Platinum LEED rating in the United States.¹ This project provides an excellent example of thorough planning and sustainable development, which sets forth a model for future development in the City of Agoura Hills.

2.2 PROJECT LOCATION AND SITE

The project site is located south of the 101 Freeway within the southwestern portion of the City of Agoura Hills (**Figure 2-2**). It is situated on the north-facing slopes of Ladyface Mountain, a locally prominent ridge on the northern flank of the Santa Monica Mountains, located west of the confluence of Lindero Canyon Creek and Medea Creek. Locally, the project site fronts the south side of Agoura Road roughly 0.2 miles to the southwest of the intersection of Reyes Adobe Road and Agoura Road, for a distance of approximately 1,585 feet, as shown in **Figure 2-3**.

¹ The USBC LEED Certified Project List was accessed on February 2, 2009 from: <http://www.usgbc.org/LEED/Project/CertifiedProjectList.aspx>.