

January 11, 2013

Town of Hillsborough City Council Members:

We respectfully present our formal package for the **2012 Nueva School Master Plan Update**. We look forward to continuing our close collaboration in creating an Update that is sensitive to the Hillsborough community while providing a comprehensive 15-year vision for the Nueva School's 33.7-acre campus.

Changes from the Preliminary Submittal

Addition of housing

The Update now retains from the 1996 Master Plan six housing units located on the northwestern side of campus, along Skyline Boulevard.

Community outreach efforts

Since the preliminary submittal and in response to Town of Hillsborough feedback, the School has established a Hillsborough Community Outreach Committee. This group of volunteers will spearhead efforts to spread the word regarding the proposed Update. The Committee, working closely with the Hillsborough Planning Department, will continue to brainstorm ways to disseminate information regarding the proposed Update to the community.

Last spring, the School held two meetings with adjacent neighbors in May 2012 to outline Nueva's plans and answer questions. In early August, we sent out informational letters to adjacent neighbors, residents within a 500-ft. radius of campus boundaries, and residents located along Skyline Boulevard between Nueva and Black Mountain Road. Immediate neighbors expressed support for the project, saying they enjoyed attending the Common Ground Speaker Series as Nueva's guests and having "Good Neighbor" passes that allow them to use the grounds after school and on weekends.

Adjustments to parking practices and notifications

In response to meetings with department heads, Nueva has begun to adjust its on-campus parking practices and internal notifications with beneficial results. For example, improved staffing and communication to attendees regarding large-event on-campus parking availability has significantly reduced off-campus on-street parking during those events.

Why is the Update needed?

The 2012 Master Plan Update addresses many pressing needs of the school. The Update proposes replacement of several buildings/portables on campus that have outlived their expected lifespan, addresses the evolving programmatic needs of the school that are poorly served by existing buildings, and furthers the school's key strategic goal of expanding the middle school.

How does Nueva serve the community?

Nueva, a private school with a public purpose, strives to be a valuable asset to the Hillsborough community. The 2012 Update would enable the School to continue to provide the following resources to the Hillsborough community:

- several community-oriented programs open to all Hillsborough families, including: summer camps, after-school and weekend enrichment classes (such as family science, advanced mathematics, computer programming, languages, fencing, and musical drama), the Common Ground Speaker Series, the STEM Fair, Math Circles, and the biennial Innovative Learning Conference
- access to recreational playing fields (e.g., AYSO soccer, summer camps)
- Hillsborough emergency resources
- open space
- a local LEED Gold model of a sustainable Pre-K–8 school
- walking trails and fields open to adjacent neighbors

The Nueva School and the Hillsborough public schools collaborate in several key areas, including sharing best practices in education and school administration, sharing resources and space, and coordination on emergency procedures.

Key Changes from the 1996 Master Plan:

- **Adjustment of maximum enrollment to 500, self-limited to 400 in the 1996 Master Plan**

Expanded enrollment on the upper campus of our Hillsborough site, in grades 5 through 8, is a key strategic goal for the school. Qualified applicants to Nueva's middle school far exceed the School's current capacity. Greater middle school enrollment will allow for additional distinctive educational programming, robust elective programs, and a more diverse student body.

A maximum enrollment of 500 students on Nueva's 33-acre campus is consistent with the ratio of maximum enrollment-per-acre articulated in the General Plan; the GP currently permits a maximum of 400 students on 11 acres (see Table LU-2). The GP amendment associated with this approval would entail a conservative extension of Table LU-2, delineating the maximum allowed intensity for private schools on parcels significantly larger than 11 acres.

A separate component of Nueva's Strategic Plan is the development of the Nueva High School, opening August 2013 at a temporary location in San

Mateo. The Nueva High School's permanent location will be on an entitled parcel in San Mateo's new Bay Meadows development.

- **Addition of 23,240 net square feet of additional building space over the next 15 years**

To address the evolving programmatic needs of the school, accommodate expanded enrollment, and potentially provide for faculty housing, the Update includes 44,025 square feet of additional building space (23,240 square feet of building space beyond the 20,785 square feet of unbuilt, entitled square footage in the 1996 Master Plan). See Appendix 2 for phasing information.

- **Reduction in building mass at the periphery of campus.**

The 1996 Master Plan includes a 10,800-square-foot "Mission II Center" (including housing) located at the periphery of campus, along Skyline Boulevard. This Update significantly modifies the Mission II Center, retaining only faculty housing (3600 square feet.), scheduled for Phase IV.

Key Improvements over the 1996 Master Plan:

- **Improved on-campus safety, circulation, and parking**

Improved safety The new site plan increases safety by providing a direct pedestrian connection between the upper playing field and the Middle School, eliminating the need for students to cross the Upper Loop Road through traffic.

Improved circulation The existing Upper Loop Road will be replaced with a new drop-off loop that facilitates a pedestrian-only campus center, and provides 800 feet of car- and bus-stacking on campus. Additionally, the site plan creates a separate lane for cars accessing the Lower Loop Road, separating traffic flows and minimizing back-ups.

Reduced car-student ratio Since 1996, Nueva has established several school-initiated measures that have led to consistent and significant progress in reducing the number of cars driving to and from the campus. In 1996, the school offered no bus service. Last year, 25% of students used the privately contracted school bus system, which offers stops in San Francisco and throughout the peninsula. After an increased effort to encourage bus ridership and the addition of another bus line, this year 36% of our students use the buses. Furthermore, in addition to siblings riding together, 10% of Nueva families report they carpool with other families to and from school.

See Appendix 3 for details on parking.

- **Improved sustainability**

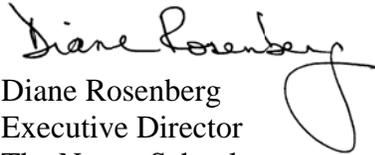
Consistent with Resolution No.10-17 (amending the General Plan by adding Climate Protection and Sustainable Goals and Policies), this Update is intended to position Nueva as a leader in environmental sustainability among academic institutions. The Update includes innovative opportunities for energy and water conservation. Proposed facility improvements are expected to result in net energy and efficiency gains.

- **Modifications to the 1996 Plan proposed theater**

The 2012 Update retains the theater entitled in the 1996 Master Plan, but reduces the building's size (from 20,000 to 16,000 sf) and relocates the building to improve sightlines by taking advantage of the site topography and tucking the building into the hillside. A key benefit of the theater is alleviation of the heavy burden on the Gymnasium Community Center programming; *the School does not propose to expand the number of large performing arts events held per year*. The School also does not propose increasing the number of community events or events attended by outside groups each year.

The 2012 Master Plan Update has been developed through the active and open engagement of the Nueva School community – including the students, staff, faculty, parents, and alumni – and our Hillsborough neighbors. By studying the existing campus traffic flows, parking, acoustics, hydrology, topography, landscape features, and existing buildings, we expect to proactively mitigate and address any issues associated with expanded enrollment and campus growth. As we move ahead, we look forward to working closely with the Town of Hillsborough. Please do not hesitate to contact me with any questions or clarifications.

Sincerely,



Diane Rosenberg
Executive Director
The Nueva School

- Appendix 1 – Proposed Campus Square Footage
- Appendix 2 – Phasing Detail
- Appendix 3 – On-campus Circulation and Parking
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APPENDIX 1 – Proposed Campus Square Footage

Total built pre-1996	42,000 SF
[1996 Master Plan additional approval	60,000 SF]
Total built post-1996	39,215 SF
Approved area remaining	20,785 SF
Total net new area proposed in 2012 Update	44,025 SF
Phase I	net 17,725 SF
Phase II	9,700 SF
Phase III	net 13,000 SF
Phase IV	<u>3,600 SF</u>
	44,025 SF
 Total building square footage approved in the 1996 Master Plan	 102,000 SF
 Net new area proposed in 2012 Update beyond approved area remaining	 23,240 SF
 Proposed total existing and new campus square footage (to be completed over the next 15 years)	 125,240 SF
 <i>Total existing and new campus structural coverage (building footprint) to be completed over the next 15 years</i>	 <i>77,460 SF</i>

APPENDIX 2 – Phasing Detail

○ Phase I: net 17,725 SF (anticipated in 2013–2017)	
Middle School Classrooms	11,000 SF
Staff/Middle School Faculty workspace	1,800 SF
Environmental Center Classroom	1,400 SF
Sports Court (covered)	<u>7,000 SF</u>
Total	21,200 SF
<i>Remove Business Office Portable</i>	<i>-1,175 SF</i>
<i>Remove Admissions Portable</i>	<i>-1,100 SF</i>
<i>Remove EC Portable</i>	<i><u>-1,200 SF</u></i>
Total	<i>-3,475 SF</i>

A new two-story Middle School building, providing five additional classrooms for growth, will face the Hillside Learning Complex courtyard creating a unified Middle School Quad. This new classroom building will replace the existing C, D, E and F buildings which are approaching the end of their useful lives. A new Environmental Center classroom will support the growing Environmental Sciences curriculum and replace the existing portable currently used for this purpose. A covered sports court will provide crucial all-weather recreational space to alleviate overcrowding and scheduling conflicts in the heavily used Gymnasium Community Center.

○ Phase II: net 9,700 SF (anticipated in 2018–2022)	
Multi-Purpose Space	6,000 SF
Environmental Center Labs	1,400 SF
Café (expansion to existing)	<u>2,300 SF</u>
Total	9,700 SF

In the second phase of development, a new multi-purpose building, easily accessible to the Lower School, will provide for all-weather recreation, performances, and art classes and exhibitions. An expansion of the existing café will allow the café to accommodate a larger number of middle school students.

○ Phase III: net 13,000 SF (anticipated in 2023–2027)	
Theater	16,000 SF
Administrative Space	<u>3,600 SF</u>
Total	19,600 SF
<i>Remove C,D,E,F Buildings</i>	<i>-6,600 SF</i>

In the third phase of development, a theater will provide a much-needed venue and space for Nueva’s performing arts program. The theater is included in the 1996 Master Plan; however, this Update reduces the size of the theater and relocates the building, taking advantage of the natural topography of the site to tuck the building into the hillside. Phase 3 also includes expansion of administrative space.

○ Phase IV: net 3,600 SF (anticipated in 2025–2027)	
Housing	<u>3,600 SF</u>
Total	3,600 SF

In the last phase of development, six housing units would provide on-campus faculty housing.

Phases I, II, III and IV will be built at the School’s discretion and are subject to securing adequate funding and other school circumstances. All proposed buildings and site developments are independent of, and not contingent on, the build-out of any other phase of the master plan.

APPENDIX 3 – On-Campus Circulation and Parking

The proposed site plan is designed to further improve circulation and access to parking on campus.

The number of proposed parking spaces exceeds consultant recommendation by 25%. With 500 students enrolled, the projected mid-day parking demand is 142 spaces, however traffic consultants recommend a total provision of 157 parking spaces to ensure a buffer. The plan proposes a Phase I addition of 18 new striped spaces, to establish a total of **196** total spaces for campus use.

The expected demand for, and accommodation of, parking associated with Phase IV housing are excluded from these numbers, however a small parking lot with 12 parking spaces to serve the six housing units is proposed in Phase IV of the site plan.

Large special events are expected to continue with the same frequency: four or five times per year. With the exception of the opening day welcoming ceremony and the mid-day December holiday concert, the events that necessitate a greater number of striped parking spaces than our campus provides are events widely attended by the broader Hillsborough and neighboring communities: the STEM Fair, a Common Ground morning speaker, and the biennial Innovative Learning Conference.

For all large-event parking, Nueva employs parking attendants and utilizes the grass playing field and track (up to an additional 175 spaces) to accommodate a total of 353 vehicles on campus. During the Innovative Learning Conference, the School also utilizes off-campus parking and runs continuous shuttle buses. With the additional 18 striped spaces, the School typically will be able to accommodate 371 vehicles on campus.

New circulation design improves efficiency of drop-off and pick-up. The new Upper Loop Road and proposed queuing lines for drop-off and pick-up have been designed to maximize efficiency and accommodate all drop-off and pick-up exclusively on campus, without impact to traffic flow on Skyline Boulevard.

Circulation on the Lower Loop road currently works well. The Lower Loop Road meets width and fire clearance requirements; fire trucks and other emergency vehicles have accessed the Lower Loop Road over the past several years without problems. Nueva does not expect the additional enrollment (which will occur primarily in the Middle School) to affect Lower Loop Road circulation.

APPENDIX 4 – Traffic Analysis

Nueva’s 33-acre campus is located on the outermost western edge of Hillsborough, immediately adjacent to Skyline Boulevard, a low-volume frontage road.

According to the traffic study, Nueva is not expected to be a significant contributor to congestion at the Black Mountain Road/ Hayne Road intersection.

Nelson Nygaard conducted an off-campus traffic study to evaluate existing traffic and parking patterns and the potential impacts of expanded enrollment. The traffic study was conservative in method and extensive in scope to be as sensitive as possible to the needs of the surrounding community. The study included four intersections at Skyline (at the Nueva School entrance, Trousdale Drive, Chateau Drive, and Hayne Road) as well as the additional intersection of the I-280 Northbound Off-Ramp at Hayne Road.

Key findings of the off-campus study were that Skyline Boulevard has a surprisingly low overall volume of traffic, and campus-generated traffic dissipates quickly. *These findings suggest future expanded enrollment likely will have minimal impact on traffic and potential congestion along Skyline Boulevard and the surrounding community.*

According to the study, the number of additional peak-hour cars expected under expanded enrollment will not significantly impact the congestion at the Black Mountain Road/Hayne Road intersection. The study forecasts less than one added vehicle-trip-per-minute inbound during peak hours at the I-280 Northbound off-ramp/ Hayne Road intersection.

Nueva plans to employ staggered start times to alleviate potential morning traffic congestion.

In its pre-application review comments, the Hillsborough Police Department suggested Nueva stagger its drop-off times to alleviate morning congestion. Nueva will employ staggered start times beginning in the 2013–14 school year.

The anticipated 2013-14 start times are:

Before Care	7:30 am
Middle School	8:15 am (new change)
Lower School	8:30 am

Improved bus ridership and carpool use.

Nueva will continue to actively develop and implement measures to reduce its car-student ratio.

Currently, 36% of Nueva students use the five school bus lines that run in San Francisco and throughout the peninsula. We expect greater enrollment to further boost this percentage. A greater number of students riding the bus would reduce the per-capita fee for bus service, which, in turn, is likely to increase the

percentage of students who use the bus service. Expanded enrollment will increase the feasibility of adding additional bus stops and additional bus lines over the next few years.

Ten percent of school families report carpooling with other families to and from school. In addition to launching an internal effort to boost the number of families who carpool, the School plans to collaborate with other Hillsborough schools to develop new strategies for encouraging carpooling such as a “Cool to Carpool” campaign.

APPENDIX 5 – Acoustical Analysis

Noise currently is not—and historically has not been—an issue for neighbors. Nueva has received no complaints regarding noise on campus in the last several years.

An acoustical study was conducted in May 2012 over a five-day period, to both replicate the original 1996 acoustical study and to provide data for three nonconsecutive days.

Key findings were:

- aircraft and highway noise dominate the noise environment around school;
- the loudest one-hour average sound level from children’s voices is the same level as that recorded in the 1996 study.

Wedding event noise at the Crocker Mansion was measured as part of the 1996 noise study, however Nueva no longer hosts commercial weddings on-site and has no plans at this time to do so. Nueva currently hosts 3-6 small private invitational events, such as friends-of-Nueva weddings and group functions, per year.