



**County of Orange**

**MEMO**

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**FILE:** PA01-0041

**DATE:** April 30, 2001  
**TO:** File/Record/Applicant  
**FROM:** Thomas B. Mathews, Director, Planning and Development Services Department  
**SUBJECT:** Planning Application PA01-0041 for Site Development Permit for Soka University Special Event in connection with dedication ceremonies and events for the Aliso Viejo campus on May 1 - 6, 2001.  
**APPLICANT:** Soka University

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**I. NATURE OF PROJECT:**

Soka University of America requests approval of a Special Event (Site Development) Permit in connection with the planned dedication ceremonies and events for the University's Aliso Viejo campus that will occur on May 2 through May 5, 2001. May 1 will be used as a staging and set-up day and May 6 will be used as a clean up day and to prepare the campus again for construction activities. In total, the period of request for the special event permit is from 7:00 AM to 10:00 PM daily from Tuesday, May 1 through Sunday, May 6.

The number of guests will vary on each day according to the day's events, from perhaps 300 at the first event on May 2nd to 2,500 or more over the course of the entire day on May 3rd and 5th. The specific details of each day's events are attached in a letter of explanation from the applicant.

In general, the dedication events will include formal ceremonies (indoors and outdoors), smaller private receptions, public cultural exhibitions, and controlled public viewing and tours of selected campus and buildings. For the purposes of this application and event, a "controlled tour" means that the public is allowed to walk and observe at their own pace and route and that university personnel are stationed at key interest and security points to answer questions and control guests as appropriate. University security staff and/or faculty will monitor all areas that will be accessible by the public at all times. Security personnel will also be stationed in parking areas and other strategic locations throughout the campus.

All areas that are to be closed to public access will be barricaded to secure that area. The barriers to be used, both inside and outside, will provide a physical obstruction (i.e., fence, locked door, etc.) as opposed to a simple warning or caution (i.e. no use of yellow tape). Security personnel will also be placed at key locations to ensure these areas remain isolated.

The following buildings are proposed to be used during the dedication events:

**Founders Hall (#100)** –During the dedication events, this building will house the Linus Pauling Art Exhibition and be the site of a reception on May 2nd and a buffet breakfast on May 3rd.

**Pauling Hall (#130)** –This classroom and lecture hall building will be used for smaller receptions in its courtyard and be toured as an example of the academic facilities. The 150-seat lecture hall may also be put into service on May 3rd for overflow gymnasium crowds for a live video feed of the formal dedication ceremony.

**Gandhi Hall (#150)** –This building will be used for the monitored, controlled public tours.

**Student Center (#200)** –The dining hall area will be used as one of the distribution points for box lunches on May 3rd and 5th. The dining hall may also be used for overflow seating and a live video feed of the dedication ceremony on May 3rd. It is estimated that approximately 300 seats would be placed in the hall for the live video feed.

**Dormitory (#300)** –Areas of the building not cleared for use will be physically barricaded to prohibit public access. Several rooms on one floor of the building will be furnished to provide an example of student accommodations. Security and university staff will monitor all public access through the building. If determined necessary by County or OCFA officials, public access to the student rooms will be controlled and limited to 49 persons or less at any one time. All other dormitory buildings will be closed to the public and access to those buildings still under construction will be prohibited.

**Ikeda Library (#140)** –During the dedication events, portions of it will be open for controlled public tours, and it will be the site of smaller receptions and a breakfast buffet on May 3rd.

**Gymnasium (#400)** –The building has a seating capacity of 1900 (using pullout bleachers and floor seating) and will be used for the dedication ceremony assembly (May 3rd) and an evening concert (May 4th). Controlled tours will be allowed at other times. The first (main) level of the facility and a small portion of the lower level will be used. The lower level areas are only to provide access to additional rest room facilities and egress.

#### **Campus buildings not open for controlled tours:**

**Alumni Center (#600), Reception Center (#610), Guest Residence (#725)** –The project architect will take a select group of dignitaries and visiting university officials on a guided “hard hat” tour of these facilities.

#### **Parking**

As depicted on the enclosed exhibit, parking for the dedication events will be primarily on-campus, although permission has been secured from Capistrano Unified School District to utilize an adjacent vacant future school site. Use of the CUSD lot for off-site parking is discussed further below. On campus parking will provide 1,410 off-street parking spaces. If the CUSD lot is utilized, subject to clearance, an additional 1,124 off-street parking spaces will be provided.

All on-campus parking lots will be used, as well as temporary parking on the future soccer field and tennis court areas. On-campus traffic control personnel will direct all visitors to appropriate areas and attendants will supervise all parking areas. Traffic control personnel will also monitor and control pedestrian traffic, limiting such to safe accessways. If necessary during peak pedestrian usage periods, traffic will be re-routed to avoid certain areas and/or lanes may be limited (such as one-way) for limited periods to ensure adequate space for both pedestrians and vehicles.

Shuttle buses, including passenger vans and larger golf cart-type vehicles, will run continuously throughout the day through the campus and to all parking areas. It is anticipated that many guest groups,

particularly on the May 5th "Open House" day, will arrive on chartered buses. Bus parking will be separate from passenger vehicles. All temporary parking areas will have temporary portable lighting.

*Off-site Parking on CUSD Lot*

As noted above, Soka has secured permission from CUSD to utilize a large vacant lot for off-site parking during the special events, predominantly on May 3 and 5. They are also currently working with Shea to coordinate the necessary completion of Oak View in order to have vehicular access to the CUSD lot. However, because the work necessary to adequately complete Oak View is not (currently) directly under the control of the applicant, it may not be completed by the time all other campus facilities are inspected prior to approval of the special event permit. However, the lot is included as a part of this permit and may only be used if the parking lot and street improvements are completed in a manner meeting the approval of the Manager, Building Inspection in consultation with the Manager, County Public Property Permits.

**Site Access/Temporary Campus Road (Partial) Closure**

All guest access to the campus will be at the Main Entry. University personnel and Orange County Sheriff's Department will control entering and exiting vehicles. The secondary campus entry will be utilized for exiting vehicles, larger vehicles (trucks, buses) and to ensure free and clear emergency access at all times.

The University Circle loop road will be kept free and clear at all times, with the exception of the one hour (approximate) period from 11:30 to 12:30 on May 3. During this time, up to 1900 guests will exit the Gymnasium and gather in the areas surrounding the Peace Lake (reflection pool) and Peace Fountain to witness the final element of the formal dedication, which will be the release of white doves from the Peace Fountain. Although there will be a temporary blockage of a portion of the road, full campus access will be maintained via the loop road and use of the road behind the Gymnasium.

All buildings and access shall receive written clearance from the Manager, Building Inspection prior to commencement of ceremonies. If written approval and release of buildings and access improvements are not received, those areas shall be fenced off and the applicant shall forfeit the use of those buildings and/or areas. A condition of approval is included that provides for these measures and is included in Appendix B to this report.

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**II. REFERENCE:** (Authority for Administrative action is given by what ordinance, regulation, etc.) Orange County Zoning Code Sections 7-9-136.11, "Special Outdoor Gathering" and 7-9-150 "Discretionary Permits and Procedures".

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**III. ENVIRONMENTAL DOCUMENTATION:**

The project is Categorically Exempt (Class 23) as defined by the California Environmental Quality Act.

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**IV. CERTIFICATION:**

I hereby certify that the subject proposal has been Conditionally Approved as noted below.

Thomas B. Mathews, Director  
Planning and Development Services Department

By: \_\_\_\_\_

Chad G. Brown, Chief  
CPSD/Site Planning Section

CB FOLDER: PA01-0041.adm.soka

**ATTACHMENTS:**

Appendix A - Findings

Appendix B - Conditions of Approval

**EXHIBITS:**

1. Letter of Explanation

**APPEAL PROCEDURE**

Any interested person may appeal the decision of the Director on this permit to the Orange County Planning Commission within 15 calendar days of the decision upon submittal of required documents and a filing fee of \$ \_\_ filed at the Development Processing Center, 300 N. Flower St., Santa Ana.