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VESTING CONDITIONAL USE PLAN APPROVAL

Mailing Date: September 11, 2024

Appeal Period Ends: September 26, 2024

Applicant/Owner

Christopher Thomas
Oakwood School
11600 Magnolia Blvd.
North Hollywood, CA 91601

Representative

Samira Squires
Kimberlina Whettam & Associates 241 S.
Figueroa St. Unit 250
Los Angeles, CA 90012

Case No.:

CEQA No.:

Related Cases:

Location

Council No.:

Plan Area:

Specific Plan:

Certified NC:

GPLU:

Zone:

Legal Description:

CPC-2002-6462-VCU-PA4

ENV-2023-6995-CE

CPC-2002-6462-VCU, -A1,
-PA1, -PA2, -PA3

11230 Moorpark Street

2 - Krekorian

Sherman Oaks – Studio City –
Toluca Lake – Cahuenga Pass

none

Studio City

Medium Residential

R3-1-RIO, R1-1-RIO

Lot FR LT 1, Tract 17477

Pursuant to Condition No. 54 of the Conditional Use Permit issued under Case No. CPC-2002-6462-VCU, and Los Angeles Municipal Code Section 12.24.M on behalf of the City Planning Commission, I hereby:

Determined Based on the whole of the administrative record, that the project is exempt from the CEQA pursuant to CEQA Guidelines, Section 15301 (Class 1), Section 15303, Class 3 and Section 15314 Class 14 and there is no substantial evidence demonstrating that any exceptions contained in Section 15300.2 of the CEQA Guidelines regarding location, cumulative impacts, significant effects, unusual circumstances, scenic highways, hazardous waste sites or historical resources applies;

Approve a Plan Approval application for a determination of condition compliance in accordance with Condition No. 54 of Case No. CPC-2002-6462-VCU, and find that the use and operating requirements of the Conditional Use Permit with regard to the school have been fully complied with;

Conditionally Approve a Plan Approval application to modify and begin construction on Phase 3B including to remove and replace an existing one-story 1,438 square foot classroom structure with a two-story 3,408 square foot classroom structure with modifications to Conditions 4 and 5 and 19 to revise the site plan, building area, and construction phasing for an existing elementary school

campus, resulting in an increase of total floor area for the project. The modified project would:

- increase floor and building area
- provide utilities and sitework for proposed modular building.
- Install exterior stair, landing, ramp and bridge to connect to existing Library on the second floor.

Find that the project will not have a significant effect on the environment and shall therefore be exempt from the provisions of CEQA (ENV-2023-6995-CE).

BACKGROUND

Project Detail

Oakwood Elementary School seeks Department of City Planning review to verify the school's compliance with the conditions of a 2002 Conditional Use permit (approved on appeal to the City Council), as required by Condition No. 53.a of the approval. In addition, the school seeks to make changes to the approved site plans to increase the total floor area of construction of the site and allow for the development of a new two-story classroom structure connected via a bridge to the existing Library on the second floor.

The previous Conditional Use approval allowed for a total of 52,120 square-feet of development for the existing private school on-site. While the schoolwork's to acquire resources for the project, in the interim the school would like to replace one of the existing aging building on-site. Specifically, the modified project proposal would include the demolition of a one-story 1,438 square-foot classroom structure and the construction of a new replacement two-story building in the same area with a 3,408 square-foot classroom structure, with a new exterior stair, landing and bridge connected via the second floor of the existing Library. This would also result in a modified to the building footprint and increase in floor area. The increase in floor area will increase to a total of 55,528 square feet.

The applicant has submitted 11 annual compliance reports to the file, detailing the school's compliance with conditions of the approval, including traffic and parking management and other community issues.

Correspondence

None

Conclusion

A review of the submitted documentation confirms that the construction and operation of the school has adhered to the 2002 Conditional Use conditions of approval. In addition, the increase of building floor area and construction of a new building would be compatible with the existing development both on-site and in the surrounding neighborhood, and consistent with General Plan policies.

CONDITIONS OF APPROVAL

The project continues to be subject to all conditions of approval as required by CPC-2002-6462-VCU-1A, except as modified below (**additions** are in underline, **deletions** are in ~~strike out~~):

1. **Use.** Project shall be limited to a private school serving grades K through sixth. The school shall be limited to a maximum 400 student enrollment.
2. Prior to completion of Phase III, the maximum enrollment shall not exceed 286 students.
3. **[MODIFIED] Term.** ~~The duration of the Conditional Use Permit shall be for a period of three years. The duration of the Vesting Conditional Use Permit shall be for a period of three years.~~

Plan Approval Review. If at any time during the period of the grant, should documented evidence be submitted showing continued violation(s) of any condition of the grant, resulting in a disruption or interference with the peaceful enjoyment of the adjoining and neighboring properties, the Director of Planning shall have the right to require the applicant, school administration, or property owner to file for a plan approval application together with the associated fees, to hold a public hearing and review the school's compliance with, and the effectiveness of, the conditions of the grant. The applicant shall submit a report and supporting documentation pursuant to Condition No. 53 demonstrating compliance with each condition of the grant.

4. **Site Plan / Elevations.** The use and development of the subject property shall be in substantial conformance with the site plan dated ~~June 5, 2014,~~ July 1, 2024, and labeled Exhibit "E-4". Minor adjustments shall be allowed in order to comply with provisions of this approval. Any modifications shall be reviewed and approved by the City Planning Department, prior to the issuance of a building permit.
5. **[MODIFIED] Building Area.** The existing school shall be limited to the following building square-footage and heights as shown on the Exhibit E-4 dated, July 1, 2024, Plot Plan:
 - a. Building A: Multi-Purpose Building 12,124 square-feet, 32-foot height on the westerly side.
 - b. Building B: Home Rooms 3,250 square-feet, 18-foot height.
 - c. Building B2: Library 4,100 square-feet, 30-foot height.
 - d. Building "Admin": Administration 470 square-feet, 14-foot height.
 - e. Building C1: Home Rooms 8,250 square-feet, 40-foot height.
 - f. Building C2: Science/Arts Building 7,000 square-feet, 28-foot height.
 - g. Building C3: Home Rooms 7,000 square-feet, 28-foot height.
 - h. Building C4: Home Rooms 3,600 square-feet, 28-foot height.
 - i. Building C5: Arts Building 4,100 square-feet, 28-foot height.
 - j. Building C5-2: Music Pavilion 1,650 square-feet, 15-foot height.
 - k. **[NEW]** Building C2-2: Classrooms 3,408 square-feet, 40-foot height.
6. **Driveway drop-off and pick-up:** The fire lane located along the easterly property line shall be a minimum of 20-feet wide.
7. **Drop-off and Pick-up:** As stated in the letter from the Department of Transportation, dated September 17, 2003, drop-off and pick-up of students shall not occur along Moorpark Street, except bus loading and unloading for students.
8. **Sign:** A "no left turn" sign shall be placed at the exit of both driveways, along Moorpark Street.
9. **Street crossing:** The school shall inform the faculty, parents and students in writing, that crossing Moorpark Street at mid-block is not permitted and constitutes jaywalking.
10. **Setback Variance:** The front setback along Moorpark Street shall be a minimum of 13-feet. The rear setback shall be a minimum of one foot. The side setbacks for the gymnasium shall

be one-foot along the westerly property line and 10-feet along the easterly property line. This variance does not supersede any requirement to allow for easements through the site.

- 11. Fence Height Variance:** A maximum eight-foot fence shall be permitted along the Moorpark Street frontage, but it shall not exceed beyond the façade of the permitted buildings.
- 12. Landscape setback:** The length of the gymnasium walls, facing the park, shall be planted with a creeping vine so as to cover at least the first 16 vertical feet of wall surface.
- 13. Parking:** The site shall provide a minimum of 70 parking spaces. The parking spaces shall be provided as indicated in the “Phasing” condition number 18, of this approval.
- 14. Hours of operation:** Hours of operation shall be 7:00 a.m. to 3:00 p.m., Monday through Friday. After school care and enrichment programs shall be permitted until 6:00 p.m. Off hour meetings and special events may extend beyond these times.
- 15. Wall:** A six-foot block wall shall be constructed along the easterly property line, a two-foot chain link fence may be placed on top of the wall for a total height of eight-feet. This shall be constructed as indicated in Condition number 19, Phase 1.
- 16. Landscaping:** All open areas not used for buildings, driveways, parking areas, recreational facilities or walks shall be attractively landscaped and maintained in accordance with a landscape plan, including an automatic irrigation plan, prepared by a licensed landscape architect to the satisfaction of the Planning Department.
- 17. Parking Structure Ramps:** Concrete, not metal, shall be used for construction of parking ramps and the interior ramps shall be textured to prevent tire squeal at turning areas.
- 18. Public Address, Paging System of Class Bells:** Only low-pressure type speakers shall be used, which are designed to have a minimum coverage area of approximately 400 square feet each. The distance between speakers shall not exceed 40 feet and the amplified signals must be inaudible beyond the boundaries of the subject property.
- 19. [MODIFIED] Phasing.** Development of the site shall be permitted in 6 phases or sub-phases, as shown on Exhibit E-6, dated June 5, 2014. The development phases shall occur in the following manner: The existing site plan (Exhibit E-3) identifies the existing buildings by letter. The proposed plot plan (Exhibit E-4) indicates the new buildings by letter.

Phase 1:

Phase 1 shall allow the construction of the gymnasium, building “A,” as shown on exhibit E-4. The office/storage module building “L,” shall be removed from the premises, exhibit E-6. The music module, labeled “K” shall be permitted to be relocated onsite as shown on the “phase 1”, exhibit E-6. The multipurpose module, building “J,” shall be permitted to be relocated on-site as shown on the “phase 1,” exhibit E-6.

- a. Prior to the issuance of a building permit for the gymnasium the applicant shall provide evidence that the seven displaced parking spaces have been provided for.
- b. A sign shall be posted at the front of the school property indicating “Mid-street pedestrian crossing is not safe; Pedestrians are directed to use the corner cross walk.” The sign shall be placed at the entrance of the school driveway. A minimum 2-foot square sign shall be used.
- c. The six-foot block wall along the easterly property line shall be constructed and completed prior to the commencement of phase 2A.

- d. Prior to the issuance of a Certificate of Occupancy for the gymnasium, the 20-foot-wide driveway along the easterly property line shall be fully improved and available to function as a pick-up and drop-off access point for the students.

Phase 2A:

Phase 2A shall permit the construction of the subterranean parking garage as shown on the "Phase 2A", exhibit E-6.

- a. The six-foot block wall along the easterly property line shall be constructed and completed prior to the commencement of phase 2A.
- b. Prior to the issuance of a building permit for the garage, the relocated multipurpose module, building "K," shall be removed from the premises and the buildings labeled "A" and "B" shall be removed from the premises. The buildings are identified on the "phase one" exhibit E-6.
- c. Prior to the issuance of a building/excavation permit for the garage, the applicant shall provide evidence that the 18 displaced parking spaces have been provided for.

Phase 2B:

Phase 2B shall permit the construction of the proposed "C1" and "C3" buildings as shown on the "Plot Plan" exhibit E-4.

- a. Temporary modules labeled "1", "K" and "Admin" on the "Phase 2B", exhibit E-4 shall be permitted.

Phase 3A:

Phase 3A shall permit the construction of the balance of subterranean garage.

- a. Prior to the issuance of a building/excavation permit, buildings labeled "C", "D" and "E" on exhibit E-3, shall be removed from the premises. In addition, the temporary modules labeled "1" and "K" on the "Phase 2B", exhibit E-6 shall be removed.

Phase 3B:

Phase 3B shall permit the construction of buildings "C2-2" and "C4", as shown on exhibit E-4.

- a. A temporary module shall be permitted, as shown on exhibit "Phase 3B" for Administrative purposes.
- b. Demolish existing one-story 1,438 square foot building.
- c. Construction of new two-story 3,408 square foot modular building.
- d. Provide utilities and sitework.
- e. Install exterior stairs, landings, ramp and bridge to existing Building B2 Library connected via bridge to the north side for the second-floor access to the existing elevator.

Phase 4:

Phase 4 shall permit the construction of building "C5," "B" and the Administration building.

Environmental Conditions:

- 20. Liquefaction.** A geotechnical report shall be prepared by a registered civil engineer or certified engineering geologist in compliance with the Uniform Building Code Chapter 18. Division 1 Section 1804.5 Liquefaction Potential and Soil Strength Loss. The geotechnical report shall assess potential consequences of any liquefaction and soil strength loss, estimation of settlement, lateral movement or reduction in foundation soil-bearing capacity, and discuss mitigation measures that consider building design. Building design mitigation measures should consider, but not limited to: ground stabilization, foundation type and depths, and structural systems to accommodate anticipated displacements.
- 21. Aesthetics (Landscaping):** All open areas not used for buildings, driveways, parking areas, recreational facilities or walks shall be attractively landscaped and maintained in accordance with a landscape plan, including an automatic irrigation plan, prepared by a licensed landscape architect to the satisfaction of the Planning Department.
- 22. Aesthetics (Landscape Buffer):** A minimum five-foot wide landscape buffer shall be planted adjacent to the residential use. A landscape plan prepared by a licensed Landscape Architect to be submitted and approved by the City Planning Department.
- 23. Aesthetics (Light):** Outdoor lighting shall be designed and installed with shielding, so that the light source cannot be seen from adjacent residential properties.
- 24. Aesthetics (Glare):** The exterior of the proposed building shall not be constructed of materials, such as, high-performance tinted non-reflective glass.
- 25. Tree Removal (Non-Oaks):** Prior to the issuance of a grading permit, a plot plan prepared by a reputable tree expert, indicating the location, size, type, and condition of all existing trees on the site shall be submitted for approval by the Department of City Planning and the Street Tree Division of the Bureau of Street Services. All trees in the public right-of-way shall be provided per the current Street Tree Division standards. The plan shall contain measures recommended by the tree expert for the preservation of as many trees as possible. Mitigation measures such as replacement by a minimum of 24-inch box trees in the parkway and on the site, on a 1 :1 basis, shall be required for the unavoidable loss of desirable trees on the site, and to the satisfaction of the Street Tree Division of the Bureau of Street Services and the Advisory Agency.

Note: Removal of all trees in the public right-of-way shall require approval of the Board of Public Works. Contact: Street Tree Division at: 213-485-5675.

- 26. Explosion/Release (Asbestos Containing Materials):** Prior to the issuance of the demolition permit, the applicant shall provide a letter to the Department of Building and Safety from a qualified asbestos abatement consultant that no ACM are present in the building. If ACM are found to be present, it will need to be abated in compliance with the South Coast Air Quality Management District's Rule 1403 as well as all other state and federal rules and regulations.
- 27. Flooding:** Compliance with the requirements of the Flood Hazard Management Specific Plan, Ordinance No. 154,405. (This MND does not apply should a waiver be given under provisions of the Flood Hazard Management Specific Plan.)
- 28. Public Services (Street Improvements Not Required by DOT):** The project shall comply with the Bureau of Engineering's requirements for street dedications and improvements that will reduce traffic impacts in direct proportion to those caused by the proposed project's implementation.

29. Aesthetics (Graffiti):

- a. The owners shall maintain the subject property clean and free of debris and rubbish and to promptly remove any graffiti from the walls, pursuant to Municipal Code Sections 91.8101-F, 91.8904-1 and 91.1707-E.
- b. Exterior walls other than glass may be covered with clinging vines, screened by oleander trees or similar vegetation capable of covering or screening entire walls up to heights of at least 9-feet, excluding windows and signs.

30. Safety Hazards. Submit a parking and driveway plan, that incorporates design features that shall reduce accidents, to the Bureau of Engineering and the Department of Transportation for approval.

31. Aesthetics (Signage):

- a. On-site signs are limited to the maximum allowable under the code.
- b. Multiple temporary signs in the store windows and along the building walls are not permitted.

32. Erosion/Grading/Short-Term Construction Impacts:

Air Quality:

- a. All unpaved demolition and construction areas shall be wetted at least twice daily during excavation and construction, and temporary dust covers shall be used to reduce dust emissions and meet SCAQMD District Rule 403. Wetting could reduce fugitive dust by as much as 50 percent.
- b. The owner or contractor shall keep the construction area sufficiently dampened to control dust caused by grading and hauling, and at all times provide reasonable control of dust caused by wind.
- c. All loads shall be secured by trimming, watering or other appropriate means to prevent spillage and dust.
- d. All materials transported off-site shall be either sufficiently watered or securely covered to prevent excessive amount of dust.
- e. All clearing, grading, earth moving, or excavation activities shall be discontinued during periods of high winds (i.e., greater than 15 mph), so as to prevent excessive amounts of dust.
- f. General contractors shall maintain and operate construction equipment so as to minimize exhaust emissions.

Noise:

- g. The project shall comply with the City of Los Angeles Noise Ordinance No. 144,331 and 161,574, and any subsequent ordinances, which prohibit the emission or creation of noise beyond certain levels at adjacent uses unless technically infeasible.
- h. Construction shall be restricted to the hours of 8:00 a.m. to 6:00 p.m. Monday through Friday, and 7:00 a.m. to 6:00 p.m. on Saturday.
- i. Construction activities shall be scheduled so as to avoid operating several pieces of equipment simultaneously, which causes high noise levels.
- j. The project contractor shall use power construction equipment with state-of-the-art noise shielding and muffling devices.
- k. The project sponsor must comply with the Noise Insulation Standards of Title 24 of the California Code Regulations, which insure an acceptable interior noise environment.

General Construction:

- l. All waste shall be disposed of properly. Use appropriately labeled recycling bins to recycle construction materials including: solvents, water-based paints, vehicle fluids, broken asphalt and concrete; wood, and vegetation. Non-recyclable materials/wastes shall be taken to an appropriate landfill. Toxic wastes must be discarded at a licensed regulated disposal site.
- m. Clean up leaks, drips and spills immediately to prevent contaminated soil on paved surfaces that can be washed away into the storm drains.
- n. Do not hose down pavement at material spills. Use dry cleanup methods whenever possible.
- o. Cover and maintain dumpsters. Place uncovered dumpsters under a roof or cover with tarps or plastic sheeting.
- p. Use gravel approaches where truck traffic is frequent to reduce soil compaction and limit the tracking of sediment into streets.
- q. Conduct all vehicle/equipment maintenance, repair, and washing away from storm drains. All major repairs are to be conducted off-site. Use drip pans or drop clothes to catch drips and spills.
- r. During any phase of construction/excavation all trucks shall be prohibited from staging along Moorpark Street or Elmer Avenue.

Administrative

33. Approval, Verification and Submittals. Copies of any approvals, guarantees or verification of consultations, review or approval, plans, etc., as may be required by the subject conditions, shall be provided to the Planning Department for placement in the subject file.

- 34. Code Compliance.** Area, height and use regulations of the R1 and R3 zone classification of the subject property shall be complied with, except where herein conditions are more restrictive.
- 35. Covenant.** Prior to the issuance of any permits relative to this matter, an agreement concerning all the information contained in these conditions shall be recorded in the County Recorder's Office. The agreement shall run with the land and shall be binding on any subsequent property owners, heirs or assign. The agreement must be submitted to the Planning Department for approval before being recorded. After recordation, a copy bearing the Recorder's number and date shall be provided to the Planning Department for attachment to the file.
- 36. Definition.** Any agencies, public officials or legislation referenced in these conditions shall mean those agencies, public officials, legislation or their successors, designees or amendment to any legislation.
- 37. Enforcement.** Compliance with these conditions and the intent of these conditions shall be to the satisfaction of the Planning Department and any designated agency, or the agency's successor and in accordance with any stated laws or regulations, or any amendments thereto.
- 38. Building Plans.** Page 1 of the grants and all the conditions of approval shall be printed on the building plans submitted to the City Planning Department and the Department of Building and Safety.
- 39. Modifications:** Any modifications to this approval after the effective date of the approval shall be made following the requirements of L.A.M.C. section 12.24.T.4.(a).
- 40.** If the City of Los Angeles permits, the school shall plant fourteen 24" box trees (Chinese pistache) in the existing parkway. six on the East side of Elmer Avenue and six on the west side of Elmer Avenue (south of Moorpark) and two trees on the north side of Woodbridge just east of Elmer, which plantings shall be completed by November 1, 2003. The trees shall be maintained for a minimum of five years.
- 41.** The school shall plant (and maintain for five years) up to (a) fourteen 24" box trees plus (b) eleven 15-gallon trees in Woodbridge Park with heights and foliage to screen the gymnasium/multipurpose building as quickly as possible. The Los Angeles Department of Parks and Recreation shall determine if such planting is necessary and feasible. If deemed necessary and feasible, the species and locations of such plantings shall be as determined by the Department of Parks and Recreation. Planting shall commence within 90 days after approval by the Department of Parks and Recreation.
- 42.** Adjustable security lighting fixtures shall be attached to the gym/multipurpose building to provide lighting into Woodbridge Park, However, lighting shall be designed and installed with shielding, so that the light source cannot be seen from adjacent residential properties. The hours of the lighting shall be consistent with the regular hours of the park's overall security lighting.
- 43.** A maximum of 2 park access gates to the school shall be located within 50 feet of the northwest corner of the gymnasium/multipurpose building. One no wider than 3 feet and the other no wider than 8 feet.

44. Oakwood shall annually oversee the Woodbridge Park wherever bare areas may occur to the satisfaction of the Department of Recreation and Parks and shall also cooperate and participate with local residents' committees involved in park improvement and maintenance.
45. The school shall conduct school programs in Woodbridge Park only between the hours of 8:00 a.m. and 3:30 p.m. School program use shall be limited to 60 students at one time, other than lunch recess. No school programs shall be held in the Park on weekends. Except, the school may conduct up to 12 special events per year, for such events as the Oakwood Fair, 6th Grade Olympics, Halloween parade, back to school picnics.
46. The school shall send a letter to all neighbors within 500 feet of the school by August 15th of each year and again by January 1st of each school year stating the name and telephone number of the Oakwood School representative to contact in the event of traffic, parking, construction, noise, trash can removal or other issues. This shall be made part of the school's policy for establishing a "Neighborhood Partnership".
47. The school shall make its gymnasium/multipurpose building and parking garage available after 6:00 p.m. at least once monthly for community/educational meetings as arranged at least 30 days in advance by appointment. The gymnasium/multipurpose building may not otherwise be rented or used by third parties more than ten times per year (in addition to school events), and in such events shall not be used by more people than the number of on-campus parking spaces and may be used only for education-related events.
48. Summer camp enrollment shall not exceed 180 children or six weeks in duration. All conditions contained herein shall equally apply to any summer camp provided that on-site parking is provided.
49. The school shall install "No Left Turn" signs at the Moorpark Street parking lot exit.
50. If the Department of Transportation deems practical and feasible, the applicant shall install an appropriate barrier within Moorpark Street to deter left turns by vehicles exiting the school driveways.
51. Construction workers shall access the site via Moorpark Street only. Workers shall park and equipment shall be stored, either on site or on another off-street site, not on adjacent residential streets including Moorpark Street.
52. Construction fencing shall be erected to screen construction site materials and debris from Woodbridge Park.
53. **Review of compliance and project impact.** Thereafter on March 15, 2005 and every anniversary thereof until completion of the entire project:
 - a. The property owner shall submit an annual report approved by the Planning Director using a process similar to the "plan approval" process ." The report shall explain how the conditions of approval are being met, particularly the Traffic Management Plan and how the "Neighborhood Partnership" is progressing. The report will explain the progress of the development phases and expected timelines. The application must be accompanied by the payment of any appropriate fees and must be accepted as complete by the Planning Department public counter.

Fees. The Planning Department may require any necessary fees to fully recover the cost of processing forms, conducting inspections or otherwise carrying out the annual reviews of this grant.

- b. The property owner shall distribute a copy of such annual report to all residents of the area bounded by the center lines of the Hollywood Freeway, Landale Road, Tujunga Avenue and Acama Street, not less than two weeks before such report is required to be filed with the Planning Department in order to give local residents an opportunity to review it and provide input.
- c. The application must be filed and accepted as complete no earlier than the 9th month or later than the 11th month after the effective date of this grant. Failure to submit a completed application within the above time period constitutes a violation of the subject conditions and could result in the initiation of permit revocation proceedings.
- d. The Planning Department, upon review of the data received may decide to conduct a hearing as a part of the review process.
- e. Notwithstanding the due dates for such reports set forth above in this condition, a one-time only interim review and report shall be submitted to the Department of City Planning prior to July 31, 2004.

The intent of this plan approval requirement is to ensure that the conditions of approval are effectively mitigating the impacts they were intended to alleviate. Additional conditions may be added by the Director of Planning during the review process to adjust for unforeseen impacts.

54. Prior to the start of any phase after the first, the property owner shall submit a report approved by the Planning Director using a process similar to the "plan approval" process " described above, including distribution to the surrounding neighborhood, to ensure compliance with the conditions of approval and to ensure that the conditions of approval are effective over the period of time the applicant requires to develop all the phases of the project.

55. Deleted (CPC-2002-6462-VCU-PA1).

56. The applicant shall prepare and implement a **Traffic Management Plan** prior to the September 1, 2003. The plan shall be prepared to the satisfaction of the Department of City Planning with comments from the Council office and the Department of Transportation. The Transportation Management Plan shall review and prepare recommendations which may include the following:

- a. A shuttle service to bring students onto the campus from a remote pick-up and drop-off location, with the intent to reduce vehicles arriving to the campus to drop-off and pick-up children.
- b. Development of a carpool program with the intent to reduce vehicles arriving to the campus to drop-off and pick-up children.
- c. Discouraging the use of the gates as primary entrances from the park by locking the gates during regular school hours. This would discourage drop-offs and picks cutting through the park.

- d. Develop a program to eliminate the practice of parents moving the local residents trash cans from the street rights-of-way in order to park their vehicles. The intent is to not have the resident's trash containers moved during collection periods.
- e. Working with the neighbors to establish restricted parking for the residents in order to prohibit parents from parking within the residential neighborhoods.
- f. Staggering school hours or class start times in order to disperse the concentration of vehicles arriving during a single drop-off and pick-up period.
- g. Providing a neighborhood patrol in order to enforce any regulations adopted by the school to reduce the number of parents parking within the residential neighborhoods.
- h. The establishment of a program to warn and penalize parents that continually violate any regulations adopted as part of the Traffic Management Plan. A penalty could consist of fines and expulsion after 5 violations.

The above areas of review are a minimum list, additional areas may be included as the plan is developed. In any instance, all periods of students arriving and departing shall be controlled by at least 3 monitors.

57. The applicant shall form a committee composed of community members and school staff to monitor the performance of the Traffic Management Plan. Such committee shall meet not less than quarterly and advance notice of its meetings shall be given to Council District 2. The minutes of such meetings shall be included in the annual report required by Condition No. 53.

TRANSFERABILITY

This authorization runs with the land. In the event the property is to be sold, leased, rented, or occupied by a person or corporation other than yourself, it is incumbent upon you to advise them regarding the conditions of this grant.

VIOLATIONS OF THESE CONDITIONS, A MISDEMEANOR

Chapter 1A Sec 13A.2.7 of the Los Angeles Municipal Code provides:

“A Quasi-judicial action or any conditional approval granted by the Director, pursuant to the authority of this Chapter or Chapter 1 (General Provisions and Zoning) of this Code shall become effective upon utilization of any portion of the privilege, and the owner and applicant shall immediately comply with its conditions. the violation of any condition imposed by the Director, Zoning Administrator, Area Planning Commission, City Planning Commission, or City Council in connection with the granting of any action taken pursuant to the authority of this Chapter or Chapter 1 (General Provisions and Zoning), shall constitute a violation of this Chapter or Chapter 1 (General Provisions and Zoning) and shall be subject to the same penalties as any other violation of this Code.”

Every violation of this determination is punishable as a misdemeanor and shall be punishable by a fine of not more than \$2,500 or by imprisonment in the county jail for a period of not more than six months, or by both such fine and imprisonment.

APPEAL PERIOD - EFFECTIVE DATE

This grant is not a permit or license and any permits and/or licenses required by law must be obtained from the proper public agency. If any Condition of this grant is violated or not complied with, then the applicant or their successor in interest may be prosecuted for violating these Conditions the same as for any violation of the requirements contained in the Los Angeles Municipal Code (LAMC).

This determination will become effective after the end of appeal period date on the first page of this document, unless an appeal is filed with the Department of City Planning. An appeal application must be submitted and paid for before 4:30 PM (PST) on the final day to appeal the determination. Should the final day fall on a weekend or legal City holiday, the time for filing an appeal shall be extended to 4:30 PM (PST) on the next succeeding working day. Appeals should be filed early to ensure the Development Services Center (DSC) staff has adequate time to review and accept the documents, and to allow appellants time to submit payment.

An appeal may be filed utilizing the following options:

Online Application System (OAS): The OAS (<https://planning.lacity.gov/oas>) allows entitlement appeals to be submitted entirely electronically by allowing an appellant to fill out and submit an appeal application online directly to City Planning’s DSC, and submit fee payment by credit card or e-check.

Drop off at DSC. Appeals of this determination can be submitted in-person at the Metro or Van Nuys DSC locations, and payment can be made by credit card or check. City Planning has established drop-off areas at the DSCs with physical boxes where appellants can drop off appeal applications; alternatively, appeal applications can be filed with staff at DSC public counters. Appeal applications must be on the prescribed forms and accompanied by the required fee and a copy of the determination letter. Appeal applications shall be received by the DSC public counter and paid for on or before the above date or the appeal will not be accepted.

Forms are available online at <http://planning.lacity.gov/development-services/forms>. Public offices are located at:

Metro DSC	Van Nuys DSC
<p>201 N. Figueroa Street Los Angeles, CA 90012 planning.figcounter@lacity.org (213) 482-7077</p>	<p>6262 Van Nuys Boulevard Van Nuys, CA 91401 planning.mbc2@lacity.org (818) 374-5050</p>
South LA DSC	West LA DSC
<p>(In person appointments available on Tuesdays and Thursdays 8am-4pm only) 8475 S. Vermont Avenue 1st Floor Los Angeles, CA 90044 planning.southla@lacity.org</p>	<p>(CURRENTLY CLOSED) 1828 Sawtelle Boulevard West Los Angeles, CA 90025 planning.westla@lacity.org (310) 231-2901</p>

City Planning staff may follow up with the appellant via email and/or phone if there are any questions or missing materials in the appeal submission, to ensure that the appeal package is complete and meets the applicable LAMC provisions.

If you seek judicial review of any decision of the City pursuant to California Code of Civil Procedure Section 1094.5, the petition for writ of mandate pursuant to that section must be filed no later than the 90th day following the date on which the City's decision became final pursuant to California Code of Civil Procedure Section 1094.6. There may be other time limits which also affect your ability to seek judicial review.

Verification of condition compliance with building plans and/or building permit applications are done at the City Planning Metro or Valley DSC locations. An in-person or virtual appointment for Condition Clearance can be made through the City's [BuildLA](https://www.lacity.org/buildla) portal (appointments.lacity.org). The applicant is further advised to notify any consultant representing you of this requirement as well.



QR Code to
Online Appeal Filing



QR Code to Forms for In-Person
Appeal Filing



QR Code to BuildLA Appointment
Portal for Condition Clearance

FINDINGS

A. Condition Compliance Findings

Pursuant to Condition No. 53.a of the Conditional Use Permit issued under Case No. CPC-2002-6462-VCU-A1, the applicant has submitted 11 annual compliance reports to the file, detailing the school's compliance with conditions of the approval. Since the approval, the school has only completed construction of the first of the six phases outlined in the original approval, which included a proposed 12,700 square-foot gymnasium on the southern portion of the campus. In compliance with conditions for Phase 1, enrollment has not exceeded 286 students, the building has been constructed per plans, a driveway along the eastern portion of the campus has been improved and is used for drop-off and pick-up of students, landscaping and screening has been installed, operational and environmental conditions have been met, and the school has continued working with the local community on issues such as traffic management, parking impacts, carpool regulations, the installation of a new crosswalk and other safety improvements along Moorpark Street, and park landscaping and access. Therefore, the school has shown substantial compliance with the use and operating requirements of the Conditional Use Permit.

B. Plan Approval Findings

- 1. The project will enhance the built environment in the surrounding neighborhood or will perform a function or provide a service that is essential or beneficial to the community, city, or region.**

The project site is an irregular lot with a total site area of approximately 96,669 square feet. The subject property has a street frontage of approximately 217 feet along the south of Moorpark Street. The project site is currently developed with an existing private elementary school, Oakwood Elementary School for students' grades kindergarten to sixth, with a total floor area of approximately 36,075 square feet. In consideration of the modified project, the previous findings of the 2002 Conditional Use permit for the school continue to apply. The

continued use of the existing school, alternate phasing, and the reconfiguration of buildings on the interior of the campus in order to include new development that would maintain the current educational services available to the students.

The applicant is proposing to remove and replace an existing one-story 1,438 square feet classroom structure for a new two-story 3,408 square feet classroom structure. The school has demonstrated substantial compliance with the conditions of approval imposed in the 2002 CUP. The existing private elementary school (Oakwood Elementary School) has maintained enrollment without the need for additional Code-required parking, has partnered with neighborhood residents to address traffic and parking issues, and continues to provide essential educational services to residents of the city. The new development of a new two-story classroom structure would allow for improved amenities for both schoolteachers and students. The additional floor will provide new lab spaces for the student body and the staff use. Granting the Plan Approval will allow the school to adapt to the demands to increase with the community. Therefore, the continued use and alternate phasing and configuration of the existing school will provide a service that is both essential and beneficial to the community.

2. The project's location, size, height, operations and other significant features will be compatible with and will not adversely affect or further degrade adjacent properties, the surrounding neighborhood, or the public health, welfare, and safety.

The subject site is located in the R3-1-RIO and R1-1-RIO zone, with a total lot area of approximately 69,699 square feet. The site is within the Sherman Oaks - Studio City - Toluca Lake - Cahuenga Pass Community Plan area, which has a land use designation of Medium Residential in the R3-1-RIO and R1-1-RIO zone developed with predominantly with residential, house of worship and a public park. The project site is currently an existing private elementary school known as Oakwood Elementary School grades kindergarten to sixth grades, with subterranean parking and surface parking. The surrounding properties are zoned R1-1-RIO, R3-1-RIO and OS-1XL-RIO. The surrounding neighborhood is developed with an existing two-story multi-family building, a public park (Oakridge Park), an existing house of worship (Saint Anne Melkite Greek Catholic Cathedral).

The existing school layout consists of eleven buildings, 10 one-story school buildings and one two-story building, dispersed throughout the site, buffered from the public street with a surface parking lot and landscaping. The proposed modified structure will be located on the interior of the school campus, between building "A" multi-purpose room to the south and Library building to the north. The new building will be adjacent to the outdoor playing field to the south. The new building facades would be designed with a combination of wood siding and stucco to match the material of the existing multi-purpose building, and with entryways facing away from the street and towards the center of the campus. The proposed project includes to remove and replace an existing one-story 1,438 square feet classroom structure for a new two-story 3,408 square feet classroom structure. The proposal building is to include labs on the ground level and relocate the classrooms to the second level. The number of classrooms will remain the same. The second level includes a bridge that connects to the second level of the existing Library. The building height C2-2 shall be limited to a maximum of 40 feet in building height. Which is consistent with max allowed height previously approved.

Since the school has been in operation there have been no issues with condition compliance. The school has been found to be operating with no adverse effects on the adjacent uses. The existing Conditional Use Permit Case no. CPC-2002-6462-VCU, CPC-2002-6462-VCU-A1, CPC-2002-6462-VCU-PA1, CPC-2002-6462-VCU-PA2 and CPC-2002-6462-VCU-PA3 with this new Conditional Use approval will be in compliance and compatible with the surrounding neighborhood. Originally the school was required to have a three-year term grant in order to

check with condition compliance. Since the school has been operating for two decades now with no issues the three-year term grant has been replaced with a requirement that a plan approval must be filed if documented evidence issues are submitted. The school has submitted 10 years of compliance letters since the last Plan Approval, where staff reviewed and found no issues. As such, the project's three-year term grant has been removed (condition 3).

These improvements would alleviate the school's operation so as to have the staff, student, have additional amenities so as to provide a service to the community. The surrounding neighborhood consists of public space, and existing multi-family building and residential uses. Therefore, the School will continue to be compatible with the general features and will not adversely affect or further degrade the adjacent properties, the surrounding neighborhood, public health, welfare, and safety.

3. The project substantially conforms with the purpose, intent, and provisions of the General Plan, the applicable community plan, and any applicable specific plan.

The project site is located within the Sherman Oaks - Studio City - Toluca Lake - Cahuenga Pass Community Plan area, which designates the property for Medium Residential land use with corresponding zones of R3. The property is zoned R3-1-RIO and R1-1-RIO. The property is not located within a specific plan. The project site is located within The previous findings of the 2002 Conditional Use permit for the school continue to apply. The subject property is located within the area covered by the Sherman Oaks - Studio City - Toluca Lake - Cahuenga Pass Community Plan, which designates the subject property as Medium Residential and with R3-1 and R1-1 zoning. The project site is located within the Freeway Adjacent Advisory Notice for Sensitive Uses, Modifications to SF Zones and SF Zone Hillside Area Regulations, River Implementation Overlay District (RIO) and State Enterprise Zone: Los Angeles.

The Sherman Oaks - Studio City - Toluca Lake - Cahuenga Pass Community Plan area permits educational facilities; therefore, the proposed alternate site plan for the expansion of the existing private school is in conformance with the land use designation of the City's General Plan. Given the scope of the conditions and limitations established herein, the surrounding land uses will not significantly impact by the private elementary school. The property's zoning is thus consistent with the General Plan's land use designation for the site. The private elementary school is consistent with the following land use policies and programs community plan:

Goal 6 APPROPRIATE LOCATIONS AND ADEQUATE FACILITIES FOR SCHOOLS TO SERVE THE NEEDS OF THE EXISTING AND FUTURE POPULATION.

Objective 6-1 *To site schools in locations complimentary to existing land uses, recreational opportunities and community identity.*

Policy 6.1.1 *Encourage compatibility in school location, site layout and architectural design with adjacent land uses and community character and, as appropriate, use schools to create a logical transition and buffer between different e.g., multiple family residential vs. single family residential.*

Program: *Require a decision maker involved in a discretionary review for a proposed school should adopt a finding which supports the application of this policy.*

Policy 6-1.3 Site schools in a manner which complements existing single family and multiple family residential neighborhoods.

Program: Require a decision maker involved in a discretionary review for a proposed school to adopt a finding which supports the application of this policy.

Policy 6-1.5 Expansion of existing schools should be preferred over acquisition of new sites.

In addition, the Plan's objectives and policies identify the need to site schools in locations that are complimentary to existing land uses, to encourage compatibility and appropriate buffering with the surrounding neighborhood, and a preference for the expansion of existing schools than new school construction. The educational use, design, and layout of the school complex is compatible with the adjacent developments, and conditions of approval ensure appropriate buffering, access, and phasing of the expansion.

The subject site is an appropriate location because it expands within the existing facility. The private elementary school will complement the land use and designation of the City's General Plan. The private elementary school will continue to operate in compliance with the use and operational requirements, except as otherwise modified by the Project. Therefore, the Project substantially conforms to the purpose, intent and provisions of the General Plan and the applicable community plan.

C. Additional Findings

4. The National Flood Insurance Program rate maps, which are a part of the Flood Hazard Management Ordinance adopted by the City Council by Ordinance No. 186952, have been reviewed and it has been determined that this project is located in Zone C, outside the flood hazard area.

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cc: Council District Office
Studio city Neighborhood Council
Abutting Property Owners
Interested Parties