



Development Services Department

ZONING ADMINISTRATOR NOTICE OF DECISION

NOTICE IS HEREBY GIVEN THAT THE ZONING ADMINISTRATOR FOR THE CITY OF CHULA VISTA considered a Conditional Use Permit (“CUP”) for the operation of a public charter school for children ages four to eighteen years old within the Business Center District in the Eastlake II Sectional Planning Area (“SPA”) Plan and described below:

Date:	November 30, 2023
Applicant:	Pacific Springs Charter School
Project Number:	CUP22-0042
Address:	2371 Fenton Street, Chula Vista, CA. (APN 595-231-34-00)
Project Planner:	Jeff Steichen, Associate Planner

The Applicant requests approval to allow Pacific Springs Charter School to operate a public charter school for children ages four to eighteen years old (“Project”). The Project is located at 2371 Fenton Street, within the Business Center District in the Eastlake II SPA Plan (“Project Site”) and is owned by Harbor Springs Charter School (“Property Owner”). The Project Site is zoned Business Center District (BC-2) within the Eastlake II Planned Community District Regulations and the General Plan Designation is Limited Industrial (IL).

The proposed charter school will utilize an existing 38,368 square-foot building. The maximum number of students at any given time will be limited to 800 students TK-12th grade. Operations at the school will commence at 8:00 a.m. and end 6:00 p.m. Monday through Friday with occasional evening use for school activities. A maximum of 68 staff members/teachers will serve the charter school at any given time.

Pursuant to the Eastlake II Planned Community (PC) District Regulations, Land Use Chart for Business Center District, public or semi-public uses such as public charter schools are permitted subject to the approval of a Conditional Use Permit (CUP).

As a continuation of use allowed under prior CUP No. CUP18-0006 (Attachment 1), La Roca Church may continue to operate within the facility during times when the school is not in operation.

Pursuant to the Eastlake II Planned Community (PC) District Regulations, Land Use Chart for Business Center District, churches are permitted subject to approval of a Conditional Use Permit.

The Director of Development Services has reviewed the Project for compliance with the California Environmental Quality Act (“CEQA”) and has determined that the Project qualifies for a Class 1 categorical exemption pursuant to Section 15301 (Existing Facilities) of the State CEQA Guidelines because there are no proposed exterior changes or expansion of the existing facility. No further environmental review is required.

The Zoning Administrator, under the provisions of Sections 19.14.030 (A) of the Chula Vista Municipal Code (“CVMC”) has been able to make the findings for approval of this Conditional Use Permit as required by CVMC Section 19.14.080:

- 1. That the proposed use at this location is necessary or desirable and will provide a service or facility which will contribute to the general well-being of the neighborhood or community.**

The proposed charter school will provide parents and students residing in the nearby residential developments and eastern Chula Vista with a safe and accessible space to provide education for their children. The charter school will provide a significant benefit to the surrounding community as it is on a site that is within a business center district designed to contain essential and complimentary tenants and facilities. The use will be conducted at a convenient and accessible location that contains the amenities necessary to support the use, such as an existing building and a parking lot that has been designed and allocated for the previous church use with sufficient parking spaces that could accommodate the charter school students and employees.

2. That such use will not under the circumstances of the particular case be detrimental to the health, safety or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

The Project will comply with applicable sections of the California Building and Fire codes. The use will be conducted entirely indoors and will not disturb adjacent properties or businesses. The proposed charter school will utilize an existing 38,368 square-foot building. The maximum number of students at any given time will be limited to 800 students TK-12th grade. Operations at the school will commence at 8:00 a.m. and end 5:00 p.m. Monday through Friday. A maximum of 68 staff members/teachers will serve the charter school at any given time.

The Project consists of both an elementary school and high school component. The Eastlake II Planned Community District Regulations requires that for elementary schools, one parking space shall be provided for every staff member plus 5 additional spaces. Since there are projected to be total of 56 employees for the elementary school component, a total of 61 ($56 \times 1 + 5 = 61$) parking spaces are required. For the high school component, 1 parking space is required for every four students. Given the projected 176 high school students, a total of 44 spaces would be required ($176 \times .25 = 44$). The combined total parking requirement would be 105 parking spaces ($61 + 44 = 105$), which is less than the 112 parking spaces provided on-site.

Pick-up and drop-off of students will be as described and regulated per Section 6.0 and Appendix G of Local Mobility Analysis (“LMA”) dated September 12, 2023 (Attachment 2) and Sheet C-1 of project plans in order to avoid any impacts to surrounding traffic circulation.

3. That the proposed use will comply with the regulations and conditions specified in the code for such use.

The use complies with all regulations and conditions specified in the Eastlake II SPA Plan. The parking provided for this Project exceeds required parking for this type of use. The conditions of this CUP are in proportion to the nature and extent associated with the use in that the conditions imposed are directly related to, and of a nature and scope related to the size and magnitude of the use. The approval of this CUP is contingent on the Applicant’s and Property Owner’s commitment to satisfy all conditions of approval for the proposed use and will comply with all applicable CVMC Regulations.

4. That the granting of this Conditional Use Permit will not adversely affect the General Plan of the City or the adopted plan of any government agency.

The Project as approved by this CUP pursuant to the CVMC is consistent with permitted land uses and will not adversely affect implementation of the General Plan. The Chula Vista General Plan designates the site as Limited Industrial (IL). Granting the educational resource center will not alter the land use pattern of the General Plan.

BASED ON THE FINDINGS ABOVE, THE ZONING ADMINISTRATOR hereby approves Conditional Use Permit CUP22-0042, as described above subject to the following conditions of approval:

I. Prior to the issuance of building permits and/or the approval by the City of Chula Vista for the use of the subject property in reliance upon this approval, the Applicant shall satisfy the following requirement:

1. The Property Owner or Authorized Representative/Applicant shall execute this document by making a true copy of this Notice of Decision and signing both this original notice and the copy on the lines provided below, said execution indicating that the Property Owner and the Authorized Representative/Applicant have each read, understood and agreed to the conditions and land use operation modifications contained herein, and will implement same. Upon execution, the true copy with original signatures shall be returned to the Development Services Department within 30 days. Failure to return the signed true copy of this document prior to submittal for building permits to the Development Services Department shall indicate the Property Owner and Authorized Representative/Applicant's desire that the Project, and the corresponding application for building permits and/or a business license, be held in abeyance without approval.

John Johnson

Date

for Pacific Springs Charter School Applicant/Owner

Building Division Condition:

2. If the Applicant is to modify the interior of the suite, a building permit will be required.
3. The Applicant shall provide a note on the cover sheet indicating this Project will comply with 2019 California Building Code, 2019 California Energy Code, 2019 California Fire Code, 2019 California Electrical Code, 2019 California Plumbing Code, 2019 California Mechanical Code, and 2019 California Green Standards Code as adopted and amended by the State of California and the City of Chula Vista.

II. The following on-going conditions shall apply to the Project as long as it relies upon this approval.

4. The Applicant shall maintain the Project in accordance with the approved plans for CUP22-0042 stamped November 30, 2023 which includes a site plan, floor plan and elevations.
5. The maximum number of students/employees at any given time shall be limited to 800 students and 68 employees broken down as follows:
 - a. A maximum 21 classrooms for elementary school children with 30 students/classroom.
 - b. A maximum of 6 classrooms for high school students, consisting of 4 classrooms with 30 students/classroom and 2 classrooms consisting of 25 students/classroom.

- Any change from the above ratio and number of students/employees and shall require review and approval by the Zoning Administrator.
6. Hours of operation for the school shall be limited to: 8:00 a.m. to 5:00 p.m. Monday through Friday. Any change to said hours shall require review and approval by the Zoning Administrator.
 7. The following conditions of approval from Land Development Traffic Engineering shall be observed:
 - a. School staff shall be positioned at the Project entrance to direct right turns in and out at the Project driveway during drop off and pick up periods. Parents shall be notified that left turns into or out of the site are not allowed during drop off and pick up periods.
 - b. Cones shall be placed at the back of all parking stalls along the eastern edge of the side of the site and adjacent to the drop off/pick up route to the north of the building prior to drop off and pick up times to prevent movements into and out of these spaces during student drop off and pick up.
 - c. During drop off and pick up times, staff shall direct vehicles through the two-lane loop to the north of the building, as shown in Figure 7 of the LMA to minimize delays and obstructions.
 - d. At the City's request, the school shall meet and confer with the City to minimize any observed traffic disruptions caused by queuing. The school shall implement additional overflow contingency plans as necessary to avoid queues on public streets based on the City's observations, which may occur in response to input from motorists.
 8. The proposed automated gate across the required fire apparatus access road, as described on Site Plan Sheet C-1 as note 31, is conceptual only and not permitted through the CUP process. The automated gate shall require the applicant to obtain both building and electrical permit through the City's Development Services Department and/or Fire Department construction permitting processes. Such gate shall not be constructed/installed across the required fire apparatus road until it is fully permitted by the City's Building and/or Fire Department. For a list of specific requirements contact the Building and Fire Department.
 9. As a continuation of allowing the operation of a church at this location (per CUP18- 0006), La Roca Church shall be allowed to hold church relates services, including worship services and bible study classes during times the school is not in operation for as long as they remain a tenant at said facility.
 10. Approval of this Conditional Use Permit shall not waive compliance with any sections of Title 19 (Zoning) of the CVMC, the Eastlake II Plan nor any other applicable City Ordinances in effect at the time of building permit issuance.
 11. This CUP authorizes only the use specified in the application for CUP22-0042. Any new use, modification or expansion of the use, or activities not authorized under this CUP, shall be subject to the review and approval of the Zoning Administrator.
 12. This permit may be reviewed 10 years from the date of approval (November 30, 2033), at which time the Zoning Administrator may review the use for compliance with the conditions of approval and any applicable codes and regulations and shall determine, in consultation with the Applicant, whether the Project shall be modified from its original approval or revoked, or whether another permit shall be necessary for the Project. The Applicant shall request this review by the date above by submitting a letter to the Zoning Administrator

including information about the Project's current condition, as well as any requests for modification or discontinuation.

13. The Applicant/Operator's shall and does hereby agree to indemnify, protect, defend and hold harmless City, its City Council members, officers, employees and representatives, from and against any and all liabilities, losses, damages, demands, claims and costs, including court costs and attorney's fees (collectively, "liabilities") incurred by the City arising, directly or indirectly, from (a) City's approval and issuance of this Conditional Use Permit, (b) City's approval or issuance of any other permit or action, whether discretionary or non-discretionary, in connection with the use contemplated herein, and Applicant/Operator shall acknowledge their agreement to this provision by executing a copy of this Conditional Use Permit where indicated above. The Applicant/Operator's compliance with this provision is an express condition of this Conditional Use Permit and shall be binding on any and all of Applicant/Operator's successors and assigns.
14. Any violations of the terms and conditions of this permit may result in the imposition of civil or criminal penalties and/or the revocation or modification of this Conditional Use Permit.
15. If any of the foregoing conditions fail to occur, or if they are, by their terms, to be implemented and maintained over time, if any of such conditions fail to be so implemented and maintained according to their terms, the City shall have the right to revoke or modify all approvals herein granted, deny, or further condition issuance of all future building permits, deny, revoke, or further condition all certificates of occupancy issued under the authority of approvals herein granted, institute and prosecute litigation to compel their compliance with said conditions or seek damages from their violation. Applicant or successor in interest gains no vested rights by the City's approval of this Conditional Use Permit.

APPROVED BY ZONING ADMINISTRATOR OF THE CITY OF CHULA VISTA, CALIFORNIA, this 30th day of November 2023.



D. Todd Phillips, Ed.D.
Zoning Administrator

Attachments:

1. CUP18-0006
2. Appendix G of the Local Mobility Analysis dated September 12, 2023

**ZONING ADMINISTRATOR
NOTICE OF DECISION**

Date: July 12, 2018
Applicant: La Roca/Pacific Coast Christian Prep.
Case No.: CUP18-0006
Address: 2371 Fenton Street, Chula Vista, Ca.
A.P.N.: 595-231-34
Project Planner: Jeff Steichen, Associate Planner

Notice is hereby given that on July 12, 2018, the Zoning Administrator approved Conditional Use Permit Application CUP18-0006 filed by La Roca ("Co-Applicant") and Pacific Coast Christian School ("Co-Applicant"), superseding PCC-13-023, for an educational facility including a new private school ("Project") located at 2371 Fenton Street, Chula Vista, CA. ("Project Site"). The Project Site is within the BC-2 (Business Center) Land Use District of the Eastlake II SPA and is designated as Limited Industrial (IL) within the City of Chula Vista's General Plan. The project is more specifically described as follows:

The Co-applicants request approval of a Conditional Use Permit to continue to operate the "La Roca Educational Religious Facility" as well as for a new private school within a tenant suite with a total area of 33,309 s.f. The proposed uses will be located in an existing industrial building, and consist of the operation of a private school during week and main worship services on Sundays, more specifically described in the following table:

Time	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday
9:00AM-2:00 PM	Worship Services					
7:00PM-9:00PM				Worship Service		Youth activity
6:00AM- 6:00PM		School	School	School	School	School

A total of 117 parking spaces are available on-site. The maximum student capacity of the school will be 305 students. The available parking exceeds the amount required pursuant to Section VII.2 of the Eastlake II PC District regulations, a total 81 parking spaces are required during the weekly daytime hours, to accommodate both the school and business park uses. The maximum seating capacity for the worship services shall continue to be 405 persons. The amount of parking is sufficient pursuant to Section VIII.2, which requires 1 space per 3.5 seats for the church use on evenings and weekend. Pursuant to Sections IV.1.G(1) and (5) schools and educational institutions are permitted with approval of a Conditional Use Permit.

The Development Services Director has reviewed the proposed Project for compliance with the California Environmental Quality Act (CEQA) and has determined that the project qualifies for a Class 1 Categorical Exemption pursuant to 15301 (Existing

Facilities) of the State CEQA Guidelines. The proposed Project consists of negligible or no expansion of an existing use; no further environmental review is required.

The Zoning Administrator, under the provisions of Section 19.14.030.A of the Chula Vista Municipal Code, INSERT SPA has been able to make the Conditional Use Permit findings as required by CVMC Section 19.14.080:

That the proposed use at this location is necessary or desirable and will contribute to the general well being of the neighborhood or the community.

This finding is met because the approval of this Project will enable the Co-applicants to use the Project site to provide an educational religious facility that would help the applicant to provide a convenient place of worship and education for citizens residing in Chula Vista and specifically in the Eastlake Community. The use at this location is also necessary and desirable because the Project Site is located in an industrial building, which is adjacent to an existing park which provides for outdoor recreational activities.

That such use will not under the circumstances of the particular case be detrimental to the health, safety or general welfare of persons residing or working in the vicinity or injurious to property or improvements in the vicinity.

The operation of the educational religious facility has been designed and conditioned to avoid potential health, safety and noise impacts to nearby residents and businesses. The existing parking spaces exceed the required on-site parking ratio to serve the educational religious institution as well as the private school, and no additional parking is required. Conditions of approval addressing hours of operation, potential for noise generation, and existing conditions will reduce any potential negative impacts to the adjacent residential area. The granting of this Conditional Use Permit enables the City to protect the character and quality of life for the area residents in the least restrictive manner. The Project has been conditioned to review the proposed pick-up and drop-off operation in six months and modify as needed.

That the proposed use will comply with the regulations and conditions specified in the code for such use.

The educational religious facility is located in an area zoned BC-2 (Business Center) and both the church and school are designated as an educational facility in that zone, and thus requires approval of this Conditional Use Permit by the Zoning Administrator. This finding is met because the granting of this Conditional Use Permit is conditioned to require the Co-applicants and Property Owner to fulfill its conditions of approval and to comply with all applicable regulations and standards specified in the Eastlake II SPA Plan, Municipal Code, and the California Building, Fire and other applicable codes, for such use. These conditions will be enforced through building plan review, inspections prior to occupancy of the use and subsequent operation of the business. Furthermore, the conditions of this Conditional Use Permit are approximately in proportion to the nature and extent of the impact created by the Project in that the conditions imposed are directly

related to, and of a nature and scope related to the size and impact of the Project. The Project will comply with all regulations and conditions specified in the Zoning Code for uses established under CUP18-0006.

That the granting of this Conditional Use Permit will not adversely affect the General Plan of the City or the adopted plan of any government agency.

The General Plan designates the site as Limited Industrial. Educational facilities are permitted in the BC-2 (Business Center) zone, upon approval of a Conditional Use Permit. The proposed Project has been conditioned to minimize all potential adverse impacts to the site and surrounding area. This finding is met because the operation of the Project, as approved by a Conditional Use Permit pursuant to the Chula Vista Municipal Code, is consistent with Limited Industrial (IL) permitted land uses and will not adversely affect implementation of the General Plan. This is temporary use and is conditioned to expire in five years.

BASED ON THE FINDINGS ABOVE, THE ZONING ADMINISTRATOR hereby approves Conditional Use Permit CUP18-0006 (which supersedes PCC-13-023) as described above subject to the following conditions:

The following conditions shall apply to the Project Site, and the Co-applicants or successor-in-interest shall satisfy these conditions prior to issuance of any building permit for the Project, or at the timeframe specified in the condition. Upon completion, the Co-applicants shall remain in compliance with the conditions as long as the Project relies upon this approval:

PLANNING DIVISION

1. The Project Site shall be developed and maintained in accordance with the CUP18-0006 approved plans, as amended herein, which include site plans and floor plans on file in the Planning Division, the conditions contained herein, and the Eastlake II SPA Plan (Title 19).
2. The Property Owner and Co-applicants or authorized representative shall execute this document by making a true copy of this Notice of Decision and signing both this original notice and the copy on the lines provided below, said execution indicating that the Property Owner and the Co-applicants have each read, understood and agreed to the conditions and land use operation modifications contained herein, and will implement same. Upon execution, the true copy with original signatures shall be returned to the Development Services Department. Failure to return the signed true copy of this document prior to submittal for building permits to the Development Services Department shall indicate the Property Owner's and Co-applicant's desire that the Project, and the corresponding application for building permits and/or a business license, be held in abeyance without approval.

J-R-M

Signature of Property Owner

8/4/2018

Date

JOSE MAYORQUIN / La Roca Christian Communities

Print

[Signature]

Signature of Church Applicant/Authorized Rep.

7/25/18

Date

JOSUE ZATARAIN

Print

[Signature]

Signature of School Applicant/Authorized Rep.

7/24/18

Date

Victor Andujo

Print

- The Co-applicants shall apply for and obtain a sign permit for any required site/business identification signs from the Development Services Department in accordance with the Chula Vista Municipal Code Chapter 19.60.

BUILDING DIVISION

- The Co-applicants shall apply for required building permits. Permits shall comply with applicable codes and requirements, including but not limited to the 2016 California Building Code (CBC) and CA. Handicapped Accessibility requirements, 2016 Fire Code, 2016 California Mechanical Code, 2016 California Plumbing Code, 2016 California Electrical Code, and 2016 California Energy Code, as adopted and amended by the State of California and City of Chula Vista. Permits must also comply with the 2016 Edition of the California Green Building Standards.
- Prior to occupancy, the Co-applicants shall demonstrate compliance with all applicable codes of the City of Chula Vista.
- Co-applicants shall be required to obtain a Certificate of Occupancy prior to occupancy of the suite.

FIRE DEPARTMENT

- Co-applicants shall submit and obtain approval of building plans that comply with the 2016 Fire Code to the satisfaction of the Fire Marshall, and comply with the Fire Department conditions which include requiring modifications to the existing fire sprinkler and fire alarm systems.

Upon certification by the Development Services Department for occupancy or establishment of use allowed by this Conditional Use Permit, the following conditions shall apply:

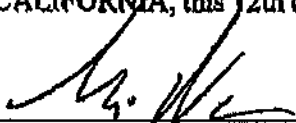
8. The private school operation shall be limited to 305 students and shall operate between the hours of 6:00 a.m. and 6:00 p.m. Monday through Fridays. Any request to exceed this size shall require prior approval by the Zoning Administrator.
9. The hours of operation for services shall be as follows: Worship Services on Sunday from 9:00 a.m. and 2:00 p.m. and Wednesdays from 7:00 p.m. to 9:00 p.m. Youth services and activities shall be Fridays 7:00 p.m. – 9:00 p.m.
10. The size of congregation in the main auditorium shall be limited to 405 persons at any one time on Sundays and on Wednesday and Friday evening. Any request to exceed this size shall require prior approval by the Zoning Administrator.
11. Operate in compliance with the Performance Standards, CVMC Chapters 19.66 and Performance Standards and Noise Control, Chapter 19.68.
12. All exterior doors, including the entry doors and roll-up bay door, shall be closed during services and all musical performances and rehearsals.
13. If a formal complaint regarding failure to comply with any conditions of approval of this Conditional Use Permit is received by the Director of Development Services, or if the Director determines that a failure to comply with conditions of approval of this Conditional Use Permit has occurred, then the Director has the discretion to initiate an investigation which may include requesting the applicant to submit plans, technical studies such as acoustical studies, or other information deemed necessary to review the current Conditional Use Permit. After review, the Director has the discretion to maintain the existing Conditional Use Permit, modify the Conditional Use Permit, or revoke the Conditional Use Permit, pursuant to the requirements of CVMC Section 19.14.270.
14. The number of parking spaces available for exclusive use by the Co-applicants shall not drop below the minimum code requirement of 117 spaces.
15. This Conditional Use Permit authorizes only the use specified in the application for CUP18-0006. Any requested expansion or modification of existing use, or activities not authorized under this Conditional Use Permit, shall be subject to the review and approval of the Zoning Administrator.
16. This Conditional Use Permit shall become void if not used or extended within three years of the effective date thereof in accordance with Section 19.14.260 of the Chula Vista Municipal Code. Failure to comply with the any conditions of

approval shall cause this permit to be reviewed by the City for additional conditions or revocation.

17. This permit shall expire on July 12, 2023, five years after the date of approval, unless the Co-applicants have previously applied for, or the Zoning Administrator had previously granted an extension of this Conditional Use Permit. The Co-applicants are responsible for filing the application requesting an extension of the approved Conditional Use Permit, prior to expiration of the five-year term. The Zoning Administrator shall review this Conditional Use Permit for compliance with the conditions of approval and shall determine, in consultation with the Co-applicants, whether the Project needs to be modified from its original approval as part of the extension approval.
18. If any of the foregoing conditions fail to occur, or if they are, by their terms, to be implemented and maintained over time, if any of such conditions fail to be so implemented and maintained according to their terms, the City shall have the right to revoke or modify all approvals herein granted, deny, or further condition issuance of all future building permits, deny, revoke, or further condition all certificates of occupancy issued under the authority of approvals herein granted, institute and prosecute litigation to compel their compliance with said conditions or seek damages for their violation. The Co-applicants or a successor in interest gains no vested rights by the City's approval of this Conditional Use Permit.
19. The Co-applicants/Representative and Property Owner shall and does hereby agree to indemnify, protect, defend and hold harmless City, its City Council members, officers, employees and representatives, from and against any and all liabilities, losses, damages, demands, claims and costs, including court costs and attorney's fees (collectively, liabilities) incurred by the City arising, directly or indirectly, from (a) City's approval and issuance of this Conditional Use Permit, (b) City's approval or issuance of any other permit or action, whether discretionary or non-discretionary, in connection with the use contemplated herein, and Co-applicants/operators shall acknowledge their agreement to this provision by executing a copy of this Conditional Use Permit where indicated above. The Co-applicants/Representative and Property Owner's compliance with this provision is an express condition of this Conditional Use Permit and shall be binding on any and all of the Co-applicant's/Operator's successors and assigns.
20. Approval of this Project shall not waive compliance with all sections of Title 19 of the Municipal Code, and all other applicable City Ordinances in effect at the time of building permit issuance or the approval of this Conditional Use Permit.
21. The proposed pick-up and drop-off hours and circulation pattern through the site shall be reviewed after six months to determine if they are having any negative impact on either on-site or surrounding tenants. If it is determined there is a negative impact, Co-applicants shall submit a revised circulation plan to the City for review and approval.

22. Prior to installation of any outdoor play area, Co-applicants shall submit plans and receive approval from the Director of Development Services.
23. Co-applicants shall add roofing to all existing trash enclosures, as applicable, to ensure compliance with solid roof coverage requirements of the Chula Vista Recycling and Solid Waste Planning Manual (RSWPM).
24. Co-applicants shall remain in compliance with applicable regulations and requirements of the City of Chula Vista Recycling and Solid Waste Planning Manual (RSWPM).

APPROVED BY ZONING ADMINISTRATOR OF THE CITY OF CHULA VISTA,
CALIFORNIA, this 12th day of July 2018.



Michael Walker
Zoning Administrator

**Pacific Springs Charter School
2371 Fenton Street
Chula Vista, California 91914**

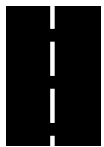
Local Mobility Analysis

September 12, 2023

Prepared for:

Pacific Springs Charter School
27740 Jefferson Ave
Temecula, CA 92590

Prepared by:



LOS Engineering, Inc.

11622 El Camino Real, Suite 100, San Diego, CA 92130
Phone 619-890-1253

Job #2220

Appendix G

Proposed Pacific Springs Drop-Off and Pick-Up Operations and Maps

(Draft: May be modified by school as needed)

**PACIFIC SPRINGS CHARTER SCHOOL
PARENT/GUARDIAN DROP-OFF AND PICK-UP OPERATIONS PROGRAM**

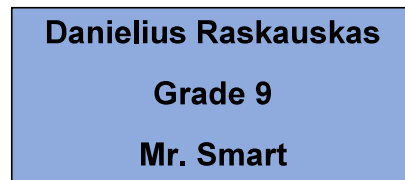
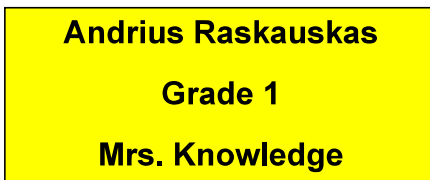
Drop-off is permitted up to 30 minutes before school starts (this time may be modified as needed by staff).

Pick-up is permitted starting 10 minutes before school ends (this time may be adjusted by staff). Please do not arrive early as there is no room to store vehicles on-site before the gate opens. If you arrive before the gate is opened, you will be turned away and not permitted to enter the drop-off area. There will be at least one staff member monitoring and controlling the project driveway.

To facilitate proper flow of vehicles during drop-off and pick-up, vehicles are restricted to turn right into the driveway and exit via a right turn. A map showing the travel pattern is included on the next page(s). This right-in/right-out movement will ensure smooth operations and greatly reduce the drop-off and pick-up times. There will be several employees and teachers (number to be determined based on need) directing on-site travel and assisting students leaving a vehicle during drop-off and students entering a vehicle during pick-up.

Parents/Guardians will be provided a color printout (“card”) with your child’s name, class, and teacher. Please place this card on your dashboard.

Yellow cards are for students that finish school at 3:00pm (to be refined as needed). Blue cards are for students that finish school at 3:40pm (to be refined as needed). Vehicles without the correct color card will not be permitted to enter the queue and will have to drive “around the block”. If you lost your card or are in a different vehicle without the card, please park in front of the school and enter the office.



Tardy drivers are required to park in front of the school and walk the student into the main office.

High School Students that self-drive will be required to park in front of the school. Parking of the site will occur as follows:

- 1) Teachers and staff will park behind the gate in assigned areas.
- 2) Self-driving students will park in front of the school. If there are more self-driving students than there are spaces in front of the school, then staff will assign parking spaces behind the gate.

(Draft: May be modified by school as needed)

**PACIFIC SPRINGS CHARTER SCHOOL
STAFF DROP-OFF AND PICK-UP OPERATIONS PROGRAM**

Drop-Off

If the gate is closed overnight, it will be opened approximately 1 hour before school starts (time to be modified as needed).

Teachers and staff will park in their designated stalls behind the gate and will not be permitted to use their vehicle during teaching hours. For emergency situations, a vehicle may be moved with proper supervision of any children in the school yard area.

A school flagger(s) will monitor the school driveway approximately 45 minutes before school starts (number of flaggers and time to be modified as needed).

Staff will place as needed on-site cones to guide vehicles during circulation. Cones will be removed after drop-off.

The school flagger will direct vehicles to adhere to the proposed right-in/right-out driveway operations during the drop-off period.

The gate will be closed 10 minutes after school starts (to be modified as needed).

Any drop-offs after the gate is closed will be directed to park in front of the school and walk the student into the main office.

Pick-Up

The gate will be opened 10 minutes before school ends (to be modified as needed).

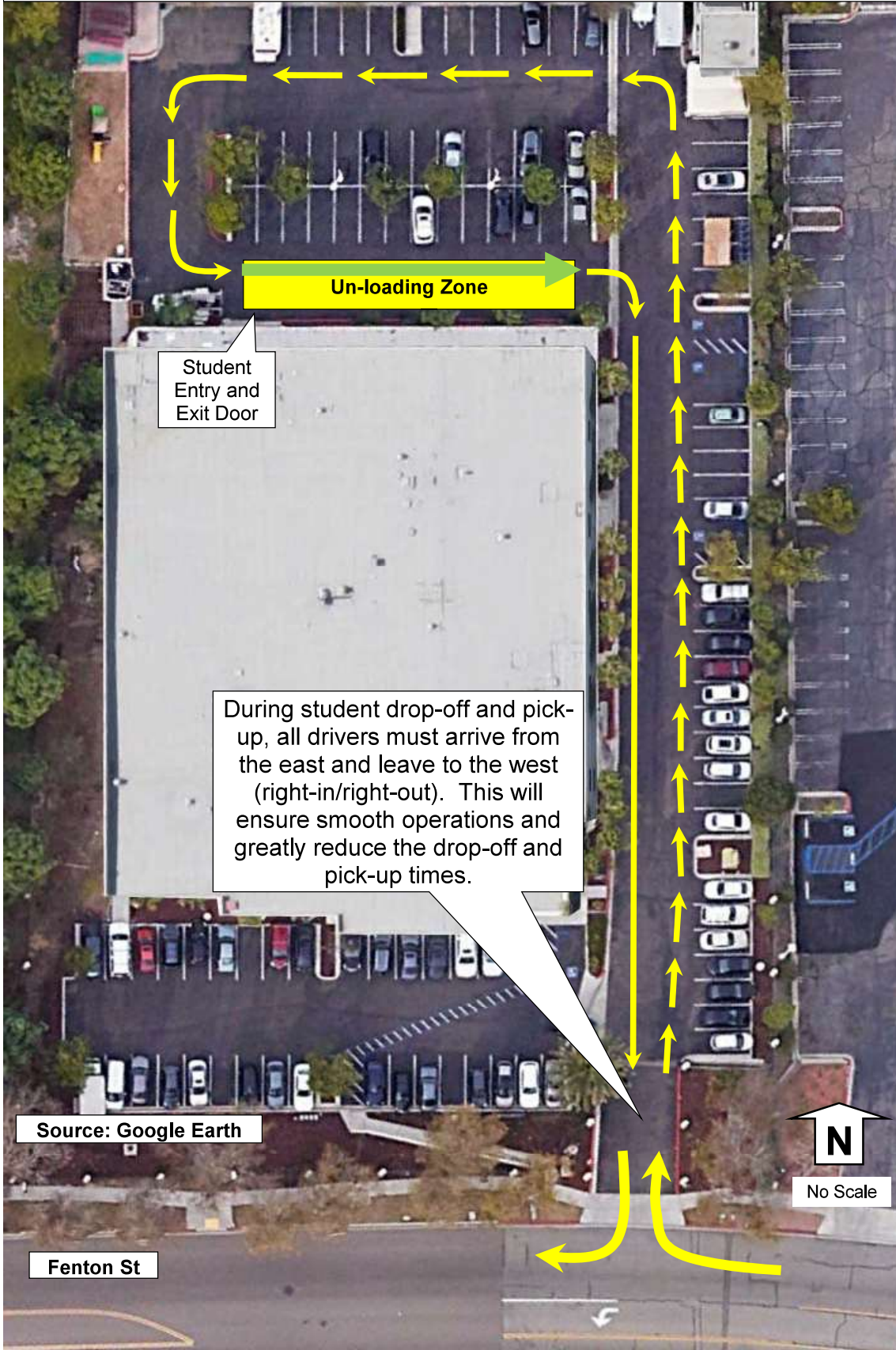
The school flagger will only permit vehicles to enter the queue that have the proper color student card.

The school flagger will direct vehicles to adhere to the proposed right-in/right-out driveway operations during the pick-up period.

The gate will remain open after school ends.

The gate may or may not be closed for the evening.

Pacific Springs School Drop-Off



Pacific Springs School Pick-Up

