

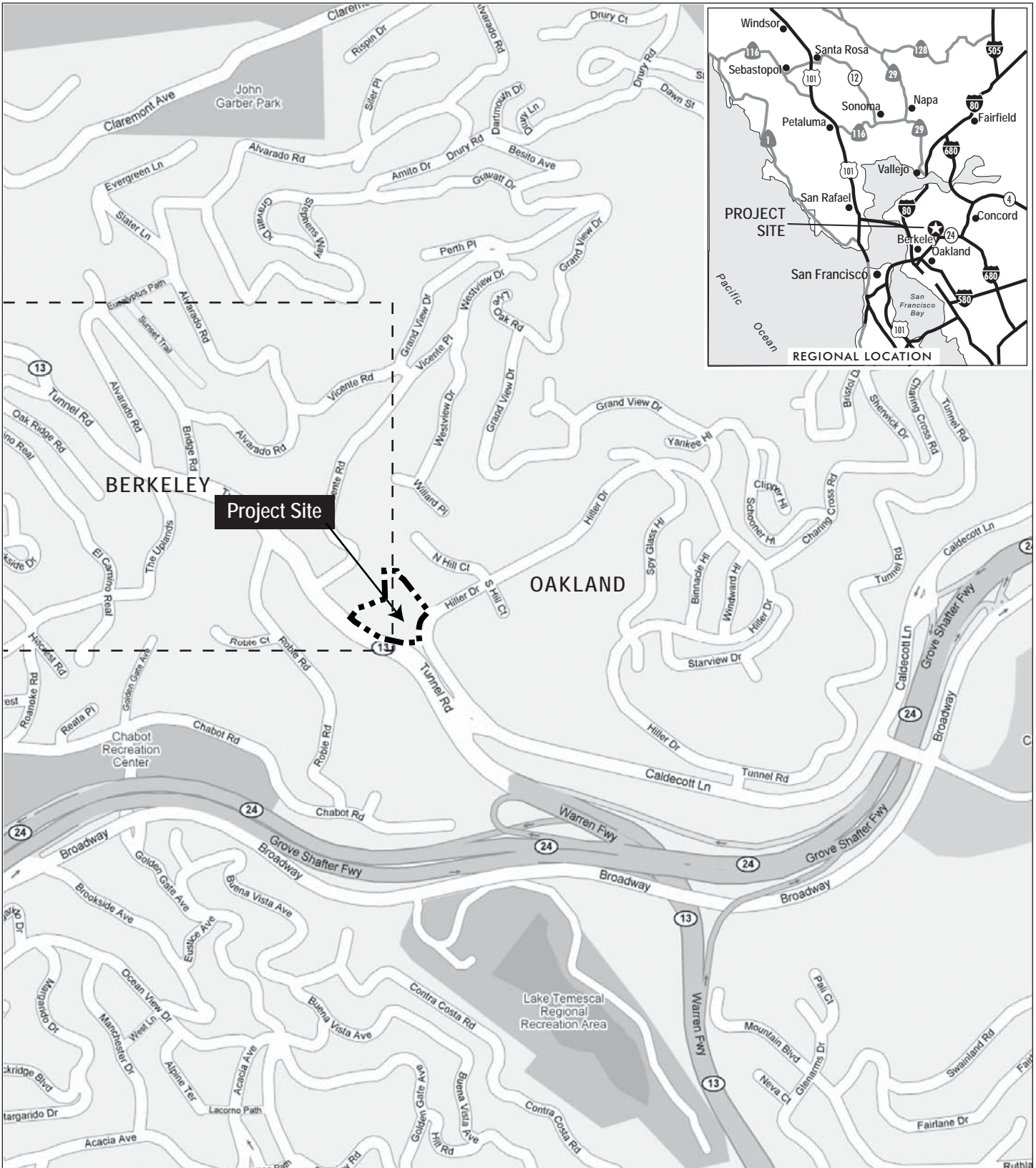
III. PROJECT DESCRIPTION

This chapter describes the Bentley School Major Conditional Use Permit (Project) sought by the applicant, the Bentley School. A description of the proposed Project's objectives and background is also provided, in addition to a discussion of the intended uses of the EIR, and required Project approvals and entitlements.

The Bentley School (school) is an independent private school composed of a Lower School (Kindergarten through grade 5) and Middle School (grades 6 through 8). The school's Hiller Campus is located at 1 Hiller Drive in the North Oakland/Berkeley Hills, near the intersection of Hiller Drive and Tunnel Road/Highway 13. The school property encompasses approximately 4.2 acres on five contiguous parcels and straddles the City of Oakland and City of Berkeley border (see Figure III-1). The school also operates a campus in the City of Lafayette.

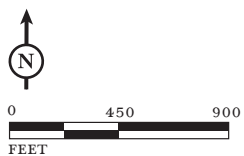
The applicant's key objective is to obtain a new Major Conditional Use Permit that reflects the school's existing, or current, operational characteristics – and allows for a maximum enrollment of up to 360 students. The school is currently in violation of its existing Conditional Use Permit (CUP), which was granted by the Oakland City Council in 1969. Specifically, the school is in violation of Condition of Approval #4, which requires “that the maximum enrollment not exceed 200 students at any one time.” On the first day of the 2007/2008 school year, 352 students were enrolled at the school (352 students were enrolled during the 2006/2007 school year, and 359 students were enrolled during the 2004/2005 school year). In addition, the school is also in violation of Condition of Approval #1: “that school activities be operated during the hours of 8:00 a.m. to 3:00 p.m., Monday through Friday only with no evening or weekend use of the site for school assembly purposes.” Over the past academic year, the school opened at 7:30 a.m. and closed at 6:00 p.m., following the end of daily on-campus childcare services. In addition, the school has held evening events, typically ending before 8:00 p.m., and limited weekend and summer activities. In addition, the lower parking lot owned by the school on Tunnel Road (in the City of Berkeley) is currently illegal because the school has not received a conditional use permit for parking activity.

The new Major CUP would legalize the school's existing enrollment and operations, and would reflect existing conditions at Bentley School. The new Major CUP would reflect existing (or current) conditions by permitting a maximum enrollment of 360 students (approximately eight more students than enrolled during the 2007/2008 school year), expanded hours of operation for a variety of school activities, and a limited number of weekend, evening and summer events. The new Major CUP would also permit a maximum of 62 employees at the school, which also reflects existing conditions. In addition, the Project includes a comprehensive busing, carpooling, parking, traffic, and circulation plan, and emergency evacuation program, which have been implemented at Bentley School at the time of this writing. The new CUP would not permit any construction or physical alterations to the campus and would not result in any physical impacts.



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FIGURE III-1



----- OAKLAND/BERKELEY BOUNDARY

Bentley School Major Conditional Use Permit EIR
 Project Location

SOURCE: GOOGLE MAPS; LSA ASSOCIATES, INC., 2007.

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A. PROJECT SITE

The following discussion describes the geographic context of the Project site and provides a brief overview of existing land uses around the site.

1. Location

The 4.2-acre Project site is located at 1 Hiller Drive in the North Oakland/Berkeley Hills in Alameda County. The site is located near the intersection of Hiller Drive, Tunnel Road, and Highway 13. Figure III-1 shows the Project site's local and regional location. Approximately one-third of the Project site is located in Berkeley; the remaining two thirds of the Project site are located in Oakland. The Project site is occupied by the Bentley School campus, which consists of eight buildings totaling approximately 30,000 square feet of interior space, and associated facilities.

Regional vehicular access to the Project site occurs via Highway 13, Highway 24, and Tunnel Road. Transit access to the Project site from Oakland and Berkeley is provided via AC Transit buses. The Oakland line, Bus #689, serves the Glenview/Montclair/upper Rockridge neighborhoods. In the morning, Bus #689 discharges passengers at the Tunnel Road bus stop and in the afternoon it loops around the school parking lot and loads at the Hiller Drive bus stop. The Berkeley line, Bus #604, serves the west and south Berkeley areas. In the morning, Bus #604 loops around the school parking lot and discharges directly in the lot and in the afternoon Bus #604 loads at the Tunnel Road bus stop. The two AC Transit bus routes that serve the school are modifications of an existing route and the addition of a new route made by AC Transit prior to the 2005-2006 school year to better serve the school. These bus routes were developed at the request of the school. However, the school risks forfeiting AC Transit service if it does not meet minimum ridership thresholds (20 riders on Bus #689 and 10 riders on Bus #604, based on the school's Traffic and Parking Handbook, which was prepared in 2005, with a supplemental memorandum added prior to the 2007/2008 academic year).

2. Site Characteristics and History

The school property encompasses approximately 4.2 acres and five contiguous parcels that straddle the City of Oakland and City of Berkeley. The parcels located in the City of Oakland include those containing the main school driveway and the school's academic and administration buildings (APN 048-7576-001-04 and APN 048H-7576-030-02). The parcels located in the City of Berkeley are at 251, 245, and 261 Tunnel Road and include a supplemental parking lot (the school's "lower" parking lot along Tunnel Road), the Headmaster's Residence, and a vacant lot (APN 064-4231-015 through APN 064-4231-017).

a. Existing Structures and Uses. The school campus consists of eight buildings, including classrooms, the kindergarten/first grade building, a library, a science building, an arts building, a multi-purpose building, and administration offices totaling approximately 30,000 square feet. In addition, there is a student drop-off area, two parking lots containing 43 stalls (the parking lot along Hiller Drive contains 23 spaces; the lower parking lot along Tunnel Road contains 20 spaces), and outdoor play areas located on the site. Approximately 12 bike parking spaces are also located on-site. The southern half of the site is occupied by five buildings, including the main administration building, two buildings housing the lower school classrooms, the library, and two small play areas located next to the lower school buildings. The northern portion of the site contains the gymnasium/auditorium and the building housing the middle school classrooms. In addition, there are

two blacktop playgrounds and one other building located on the remainder of the site. Refer to Figure III-2 for a detailed view of the Project site.

Landscaping on the site consists primarily of trees, small shrubs, and manicured lawns. The perimeter of the site is landscaped with trees, which obscures most of the site from Hiller Drive, except for the parking lot and two buildings. There are several tall redwood trees located on the southern portion of the site. The interior of the site comprises walkways and other paved areas, with a variety of different types of trees, and other plants, located throughout. The site has a large open lawn for play, in addition to two manicured lawns bordered with short hedges.

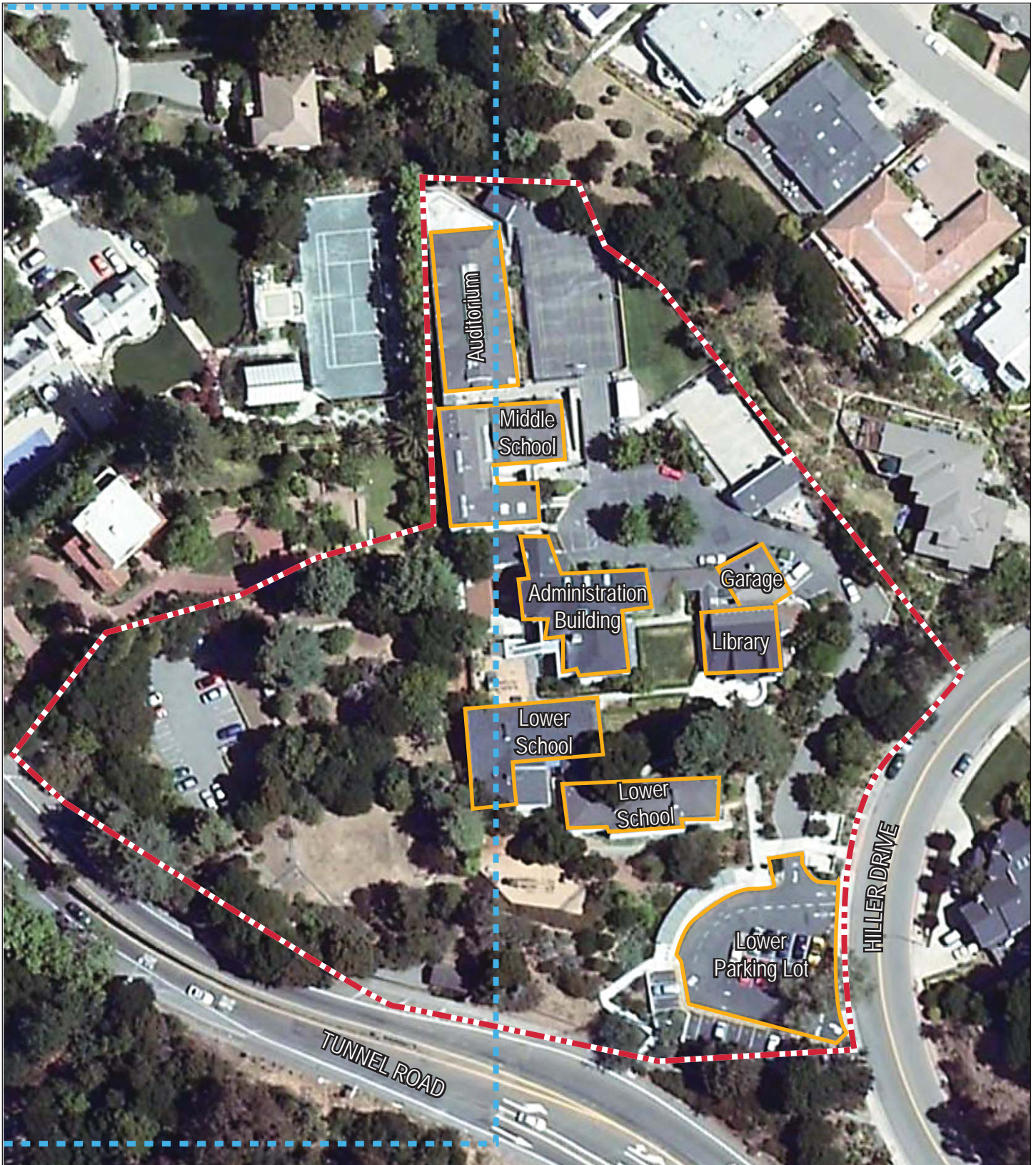
Pick-up and drop-off of students by car occurs primarily along Hiller Drive, in the vicinity of the Firestorm Memorial Garden. Figure III-3 is a diagram of the circulation pattern on the Project site. Vehicles enter the school's circular driveway along Hiller Drive and then make a right-hand turn into a coned-off area along Hiller Drive, where cars are loaded and unloaded. The pick-up/drop-off area along Hiller Drive is staffed by school personnel and volunteers. AC Transit Bus #689 (which serves Berkeley) discharges passengers along Tunnel Road and loads at a bus stop on Hiller Drive. Bus #604 (which serves Oakland) discharges passengers directly in the school parking lot near Hiller Drive and loads at the bus stop along Tunnel Road. A pedestrian walkway connects the Tunnel Road bus stop and lower parking lot to the rest of the school campus.

b. Site History. The school's administration building is a Potentially Designated Historic Property (PDHP) in the City of Oakland, with an Oakland Cultural Heritage Survey rating of C3, meaning that it is a historic property of "Secondary Importance" and is not within a historic district. This building was built by Stanley Hiller as a residence in 1936. Stanley Hiller was an engineer and inventor. His son, Stanley Jr., was a pioneer in helicopter technology. The Hiller residence originally contained 14 bedrooms and was located on a 3.85-acre landscaped estate that contained a swimming pool, large garage, workshop, and barn. It was the only building on the Project site to survive the 1991 Oakland Hills fire. The building is made of brick that has been painted white, and features wood balconies and shutters. The other buildings on the site mimic the general appearance of the administration building, although they feature wood siding instead of brick. According to the City of Oakland General Plan, Historic Preservation Element, "C" rated buildings are not considered historic resources for environmental review purposes, unless they fall within an Area of Primary Importance. The Project site is not located within an Area of Primary (or Secondary) Importance.

Following the 1991 Oakland Hills fire, the school purchased two properties in the City of Berkeley, located down the hill (to the west) from the main school site, after both residences on those sites were destroyed in the fire. The school converted one property to a supplemental parking lot with 20 parking stalls, for which no permit has been obtained from the City of Berkeley. The other property is currently used as a field, where small garden plots have been planted. The school anticipates this area will be utilized as a site for future school expansion.¹

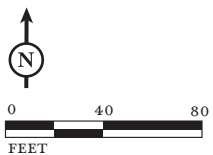
c. Land Uses Surrounding the Site. The site is surrounded by civic and single-family residential uses. The site is surrounded by residential uses to the north, Hiller Drive on the east, the Firestorm Memorial Garden and Tunnel Road on the south, and residential uses to the west. Kaiser Elementary




¹ Wallin, Bruce, 2007. Bentley School Director of Finance and Operations, Bentley School. Personal communication with LSA Associates, Inc. December 4.



LSA

FIGURE III-2



-  PROJECT SITE
-  BUILDINGS
-  OAKLAND/BERKELEY BOUNDARY

Bentley School Major Conditional Use Permit EIR
Project Site

SOURCE: GOOGLE MAPS; LSA ASSOCIATES, INC., 2007.

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School, operated by the Oakland Unified School District, is located one block northeast of the site at 24 South Hill Court. Additionally, the Hiller Highlands Country Club is located north of the site at 110 Hiller Rd. The 1991 Oakland Hills Fire destroyed many of the structures in the area, including most of Bentley School, the entire Hiller Highlands residential community, and many other residential units in the surrounding area. In the end, the fire resulted in 25 deaths, 150 injuries, the destruction of approximately 3,000 homes, and \$1.5 billion dollars in property damage.² In the years following the fire, the neighborhood experienced a rebirth with the rebuilding of destroyed homes, the Hiller Highlands community, and Bentley School. Currently, the neighborhood is characterized by a range of architectural styles, although the Hiller Highlands homeowners' association regulates the physical appearance of all homes in the community.

d. General Plan and Zoning Designations. The portion of the Project site in Oakland is designated Hillside Residential in the Oakland General Plan, and is zoned as One Family Residential Zone (R-30). The portion of the Project site in Berkeley is designated Low Density Residential in the Berkeley General Plan and is zoned as Single Family Residential Zone (R-1H). These General Plan and Zoning designations, and their relationship to Bentley School, are discussed in detail in Chapter V, Planning Policy.

B. PROJECT BACKGROUND

This subsection includes a discussion of the Major CUP granted by the Oakland City Council to Bentley School in 1969, and subsequent changes to the school site. Bentley School was originally founded in 1920 in the City of Berkeley. In 1969, the Oakland Planning Commission granted a Major CUP to locate the private primary school on Hiller Drive. This permit established a maximum enrollment of 200 students; restricted the hours of school operation from 8:00 a.m. to 3:00 p.m.; and did not permit weekend or evening use of the site for school assembly purposes. The permit also stated that any increase in enrollment or additions and alterations to the school would require a Major CUP. The decision was appealed to the City Council on the basis that the “[p]roposed use would be detrimental to [the] single family residential character of [the] surrounding area both in Oakland and Berkeley” and that the school “would generate additional traffic congestion on already burdened access streets.”³ The Oakland City Council denied the appeal and approved the Major CUP on June 24, 1969.

Since 1969, the school has been granted a number of minor CUPs that have allowed the incremental expansion of school facilities. In 1979, the school was granted a CUP which permitted it to build six new classrooms and office space. Another CUP was granted in 1982, which allowed the school to build two new classrooms. In 1988, another CUP was granted that allowed the school to build four new classrooms and a multi-purpose room. After the Oakland Hills Fire in 1991, the school was granted a CUP that allowed it to rebuild all of the buildings, except for the undamaged administration building, and to expand the art and the science buildings. From 1996 through 2001, the school was granted three more CUPs, resulting in the expansion of three classrooms, the construction of two new classrooms, expansion of the existing library, creation of a new drop-off zone, and the construction of a new walkway.

² Oakland, City of, 2004. *City of Oakland General Plan, Safety Element*. November.

³ Claremont Improvement Club, 1969. Appeal of Bentley School Conditional Use Permit. June 5.

In 2004, the school realized that enrollment exceeded what was permitted in the 1969 Major CUP. The school submitted a pre-application to legalize the current enrollment and hours of operation and attempted to file a Minor CUP application. However, the City determined that the school's application required a new Major CUP, and not a Minor CUP or an amendment to the existing CUP, since the application involved an increase in student enrollment and school operations. The Major CUP, which is the subject of this EIR, would legalize the current student enrollment and hours of operation, and allow for a limited number of nighttime, weekend, and summer activities, and would include a comprehensive transportation program.

The Major CUP, particularly permitting a maximum enrollment of 360 students (eight additional students compared to existing conditions), has caused concerns among some residents in the surrounding neighborhood. One key concern is that the current student enrollment has created traffic congestion and circulation hazards in the neighborhood and that local roads cannot adequately accommodate this traffic. A related issue raised by the neighbors is that parents picking-up and dropping-off students at the school engage in traffic maneuvers (e.g., U-turns, parking in front of driveways) that are perceived to be illegal or a nuisance. Residents who have commented on the scope of the EIR have also argued that the current student population makes it harder for residents to evacuate and for emergency vehicles to access the area in the event of a fire or earthquake emergency. Other concerns that have been expressed during public hearings and during the EIR scoping period include: the need to legalize the status of the school's lower parking lot; parking supply and demand; noise and privacy impacts to adjacent residential areas; school accountability; and the effects of the school's activities on property values. Bentley School and the City have held two mediation sessions with concerned neighbors over the past two years in the attempt to address resident concerns and to eventually reach a compromise on the existing school conditions. However, as of March 2007, mediation concluded with no agreement being reached.

In May 2008, the City approved construction of a protected walkway on the south side of the school's Hiller Drive parking lot. This walkway, which has been constructed, connects the existing on-site drop-off area to the public sidewalk. The City also issued permits for dry-rot repairs and the removal of an interior wall from a classroom. Since these projects required no further discretionary approvals, they were considered ministerial permits.

Bentley School was inspected by the Oakland Fire Department Fire Prevention Bureau on Wednesday, January 9, 2008 in response to a citizen complaint. The inspection identified numerous violations at the school, ranging from expired fire extinguishers, inadequate earthquake bracing for a water heater, exposed electrical wiring, and doors unable to open fully. These violations are due to lack of attention and/or poor maintenance on behalf of the school and not due to the number of students enrolled at the school. In addition, the inspection identified four classrooms that were overcrowded, even though the Fire Department found that the School (based on all of its Oakland campus facilities) could safely accommodate 500 students on any given day (suggesting that the allocation of students among rooms, not total student enrollment, was the primary cause of the violation). According to Fire Code Inspector C. Avila, as of October 2008, the school has complied with all items listed in the Inspection Report. However, the Fire Department has not re-inspected the school to verify that an interior wall was removed to address classroom overcrowding.

C. PROJECT OBJECTIVES

The objectives of the Project are summarized below:

- Obtain a new Major Conditional Use Permit (CUP) that reflects the existing enrollment and operational characteristics of the school.
- Conduct school operations in a way that is compatible with the surrounding neighborhood and existing circulation patterns.
- Support the use of transit and alternative transportation.
- Respect the sanctity of the Firestorm Memorial Garden.
- Legalize the lower parking lot.
- Protect the safety of Bentley School students, staff, parents, and neighbors.
- Continue to offer high quality day care to address child care needs.
- Continue to offer a renowned education to Oakland and the Bay Area.

D. PROPOSED PROJECT

This EIR considers the environmental effects of the proposed Bentley School Major Conditional Use Permit. In general, all of the components of the Project are in place at Bentley School at the time of EIR preparation. In this way, the proposed Project is different from other projects typically analyzed pursuant to the California Environmental Quality Act (CEQA). Typically, CEQA documents analyze a theoretical “with-project” condition, whose impacts are compared to environmental conditions that exist *prior* to project approval. In the case of the Project analyzed in this EIR, “existing conditions” and the “Project” are largely one and the same. The Project is thus the existing conditions at Bentley School. Approval of the new Major CUP would legalize the enrollment and operational characteristics that currently exist at Bentley School, and would allow for a maximum enrollment of up to 360 students. This EIR examines the environmental impacts of the current conditions at the School.

The school proposes a new Major CUP to reflect existing conditions, which includes legalizing: the current student enrollment of 352 students (and allowing for a maximum enrollment of 360 students); the current number of on-site School employees; current hours of operation for academic, childcare and physical education activities; and limited weekday evening, weekend, and summer events at the school. Table III-1 describes the 1969 Major CUP, existing school uses, and the uses proposed under the Major CUP amendment. The modifications to the CUP would not result in the construction of additional square footage or physical alterations to the campus, and thus, there would be no physical alteration to the environment. The following discussion provides a detailed description of the Project.

a. Enrollment and Staffing. The proposed Major CUP would permit a maximum enrollment of 360 students. The existing 1969 Major CUP limits enrollment to 200 students, however, the enrollment on the first day of the 2007/2008 school year was 352 students. Student enrollment tends to fluctuate throughout a school year. Typical situations that generally affect enrollment include families who, finding the school to be an inappropriate fit for their children, withdraw children from

Table III-1: Permitted, Existing and Proposed Uses and Operational Standards at Bentley School

| Condition | Use Permitted by 1969 Major CUP (Case File No: CM69-107) ("Baseline Condition") | Existing School Use (2008) ("Existing Condition") | Proposed Use After Amendment of Major CUP (Case File No: CM04-411) ("Project Condition") |
|--|--|--|--|
| <i>Student Enrollment</i> | 200 students | 352 students | 360 students |
| <i>Staff</i> | Not specified | 62 employees | 62 employees |
| <i>Grades</i> | K-8 th Grade | K-8 th Grade | K-5 th Grade* |
| <i>Hours of Operation (School Activities)</i> | 8:00 a.m. to 3:00 p.m. Monday through Friday | 8:30 a.m. to 3:25 p.m. Monday through Friday | 8:30 a.m. to 3:30 p.m. Monday through Friday |
| <i>Hours of Operation (Physical Education)</i> | 8:00 a.m. to 3:00 p.m. | 8:00 a.m. to 3:00 p.m. | 7:30 a.m. to 3:30 p.m. |
| <i>Hours or Operation (Extracurricular Sports)</i> | Not specified | 3:00 p.m. to 6:00 p.m. | 3:00 p.m. to 6:00 p.m. |
| <i>Hours of Operation (Child Care)</i> | No childcare operations permitted | 7:30 a.m. to 8:30 a.m. and 2:40 p.m. to 6:00 p.m. | 7:30 a.m. to 8:30 a.m. and 2:40 p.m. to 6:00 p.m. |
| <i>Hours of Operation (Evening)</i> | No evening operations permitted for school or public assembly purposes | Occasionally from 6:00 p.m. to around 8:00 p.m. | 6:00 p.m. to 9:00 p.m.; maximum of 30 evening events per year, not including neighborhood/community meetings |
| <i>Hours of Operation (Weekend)</i> | No weekend operations permitted for school or public assembly purposes | Weekend events held on approximately 15 weekends per year, with variable hours | 8:00 a.m. to 9:00 p.m.; maximum of 15 weekend events per year |
| <i>Hours of Operation (Summer)</i> | No summer activities permitted | One summer picnic held in the summer from 2:00 p.m. to 5:00 p.m. | 8:00 a.m. to 6:00 p.m. Monday through Friday; maximum of two summer events per year |
| <i>Transportation Program</i> | Not specified | Implementation of comprehensive Transportation Program to address circulation safety, trip demand, transit, parking, and emergency evacuation. | Implementation of comprehensive Transportation Program to address circulation safety, trip demand, transit, parking, and emergency evacuation. |
| <i>Structural Additions</i> | No structural additions permitted without new Major CUP | Structural additions have been constructed with Minor CUPs | No structural additions proposed |

Source: LSA Associates, Inc. 2008.

* After the transfer of Middle School students to the Lafayette Campus of Bentley School.

enrollment; dismissal of students; or the relocation of families to a different school area. The school generally fills these vacancies during the school year, but sometimes it is not possible to do so until the following academic year. The school has determined that a maximum enrollment of 360 students is desirable based on the capacities of its existing school facilities and its staffing capabilities. As part of the Major CUP, school staffing would be limited to a maximum of 62 full time equivalent (FTE) employees.

Bentley School has long-term plans to move its Middle School students (grades 6-8) from the project site (the Hiller Campus) to the Lafayette Campus. The capacity at the Hiller Campus that would be vacated by the Middle School students would be filled with additional students in Kindergarten to 5th

Grade. Thus the average age of students at the Hiller Campus would decline compared to existing conditions. This transfer of students is assumed as part of the Project, and is addressed in this EIR.

b. Operational Characteristics. Under the 1969 CUP, the hours of operation for school activities (including physical education) were limited to 8:00 a.m. to 3:00 p.m., Monday through Friday. Under the new Major CUP, academic hours of operation would be permitted from 8:30 a.m. to 3:30 p.m. In addition, the hours of operation for physical education and extracurricular sport classes would be extended. Physical education would be allowed from 7:30 a.m. to 3:30 p.m. and extracurricular sports would be permitted to run from 3:30 p.m. to 6:00 p.m.

The existing Major CUP does not permit childcare operations. However, the new Major CUP would allow childcare before school between 7:30 a.m. and 8:30 a.m., and after school between 2:40 p.m. and 6:00 p.m., which reflects current conditions. The school requires that parents pick up their children by 6:00 p.m. to avoid a late fine. Over the course of a day, approximately 175 to 210 children are supervised as part of the school's childcare services. Childcare is provided in order to accommodate staggered drop-off times and for children waiting for after-school activities to begin. Childcare includes, but is not limited to, science clubs, sports, and chess. The Major CUP would legalize the current hours of physical education in order to cover any indoor or outdoor activities that may occur during childcare operational hours. Currently, childcare services are only available to children enrolled in the school. The new Major CUP would not be expected to result in any additional enrollment in the childcare program.

The new Major CUP would permit a maximum of 30 evening events per year (not including neighborhood and community meetings), which would only be allowed to take place from 6:00 p.m. to 9:00 p.m. Currently, the school operates evening activities that typically occur between 6:00 p.m. and 8:00 p.m. These events include, but are not limited to, school plays, movie nights, parent and neighborhood association meetings, and school-related festivals and parties. The new Major CUP would reflect the current uses, and would extend the operation of these activities until 9:00 p.m. (i.e., by an additional 1 hour).

The new Major CUP would also permit a maximum of 15 weekend events per year that would be permitted to run between 8:00 a.m. and 6:00 p.m. The school's weekend activities generally consist of orientations, admissions, testing, and school plays. Currently, no classes are held on campus during the summer months; during the summer the school holds one summer picnic event to welcome new families, which usually runs from 2:00 p.m. to 5:00 p.m. The new Major CUP would permit two summer events per year that would be permitted to run between 8:00 a.m. and 6:00 p.m. It is likely that the summer events would continue to be school-wide picnics.

c. Transportation and Circulation. The new Major CUP would include the implementation of a comprehensive transportation program that addresses circulation safety, trip demand, transit, parking, and emergency evacuation. The school first implemented the transportation program at the start of the 2005/2006 school year. The school articulates its traffic and parking policies to parents and faculty through the "Bentley School Traffic and Parking Handbook for Hiller Campus."⁴ The handbook is distributed to all new families at the beginning of each school year, and memos reiterating some of

⁴ Bentley School, 2005. *Traffic and Parking Handbook for Hiller Campus*. September.

the most important policies found in the handbook are sent to all returning families before the start of each new school year. The handbook is included in this EIR as Appendix B.

(1) Parking and Circulation Rules. The school requires that parents and guardians sign a parent-employee agreement that acknowledges responsibility to abide by the school's traffic and parking rules (and the penalties that may be imposed if rules are violated). The handbook outlines traffic and parking rules, including the location of the pedestrian crosswalk, areas where it is acceptable to turn around, and places where vehicles are not allowed to stop or park. It also describes the school's "hangtag" policy, which requires that every car that drives onto the Bentley campus display a Bentley School tag. The school has instituted a "four strikes" policy whereby penalties are imposed on those who violate the school's transportation rules. Penalties range from sending a "red letter" to parents that emphasizes "the importance of abiding by the School's traffic and parking rules" and contains a copy of the transportation handbook (first strike), to a \$500 fine and notification that the school has invoked the "non-cooperation clause," which permits suspension or termination of student attendance (fourth strike).

(2) Dismissal Times. The handbook further describes the school's staggered dismissal times for the middle school, in order to minimize congestion caused by arriving parents. Monday through Thursday, the pick-up times are as follows: Kindergarten and 1st grade at 2:40 p.m.; 2nd and 3rd grades at 3:00 p.m.; 4th and 5th grades at 3:15 p.m.; and 6th through 8th grades at 3:30 p.m. On Fridays the pick-up times are as follows: Kindergarten and 1st grade at 1:00 p.m.; 2nd and 3rd grades at 1:20 p.m.; 4th and 5th grades at 1:40 p.m.; and 6th through 8th grades at 2:15 p.m.

(3) Drop-off/Pick-up System. In the handbook, the traffic management program details the drop-off and pick-up system, and requires parents and buses to drive through the parking lot and pull up into the designated drop-off/pick-up zone on Hiller Drive near the Firestorm Memorial Garden. The zone is demarcated by orange cones placed along Hiller Drive's southbound lane. Refer to Figure III-3 for the traffic circulation diagram.

In order to regulate the flow of traffic, and to reduce disruption to the Firestorm Memorial Garden, the school staffs six positions in the morning and three positions in the afternoon with faculty and parent volunteers. In the morning, nine faculty members work six positions, which include: the "flag person,"⁵ who directs cars from the street into the circle; the "circle person," who manages bus and cars through the circle; the "path person," who directs students along the internal school pathway; the "bottom person," who directs students who are discharged by AC Transit buses along Tunnel Road; the "line person," who manages the line of cars in the drop-off zone; and the "top person," who facilitates the unloading of cars. During the afternoon pick-up period, three faculty volunteers work the top-of-the-line position, which facilitates the loading of cars and manages the line, the flag, and the circle positions. Bentley School has a Memorandum of Understanding with the Oakland Police Department, which allows a flag person to legally direct traffic once that person has been trained. Existing flag people are permitted to train new flag people.

(4) Alternative Transportation. The transportation handbook also provides information regarding local transit options, and provides maps and schedules of the two bus lines that drop off and

⁵ Bentley School has a Memorandum of Understanding with the Oakland Police Department, which allows the flag person to legally direct traffic once that person has been trained. Existing flag people are permitted to train new flag people.

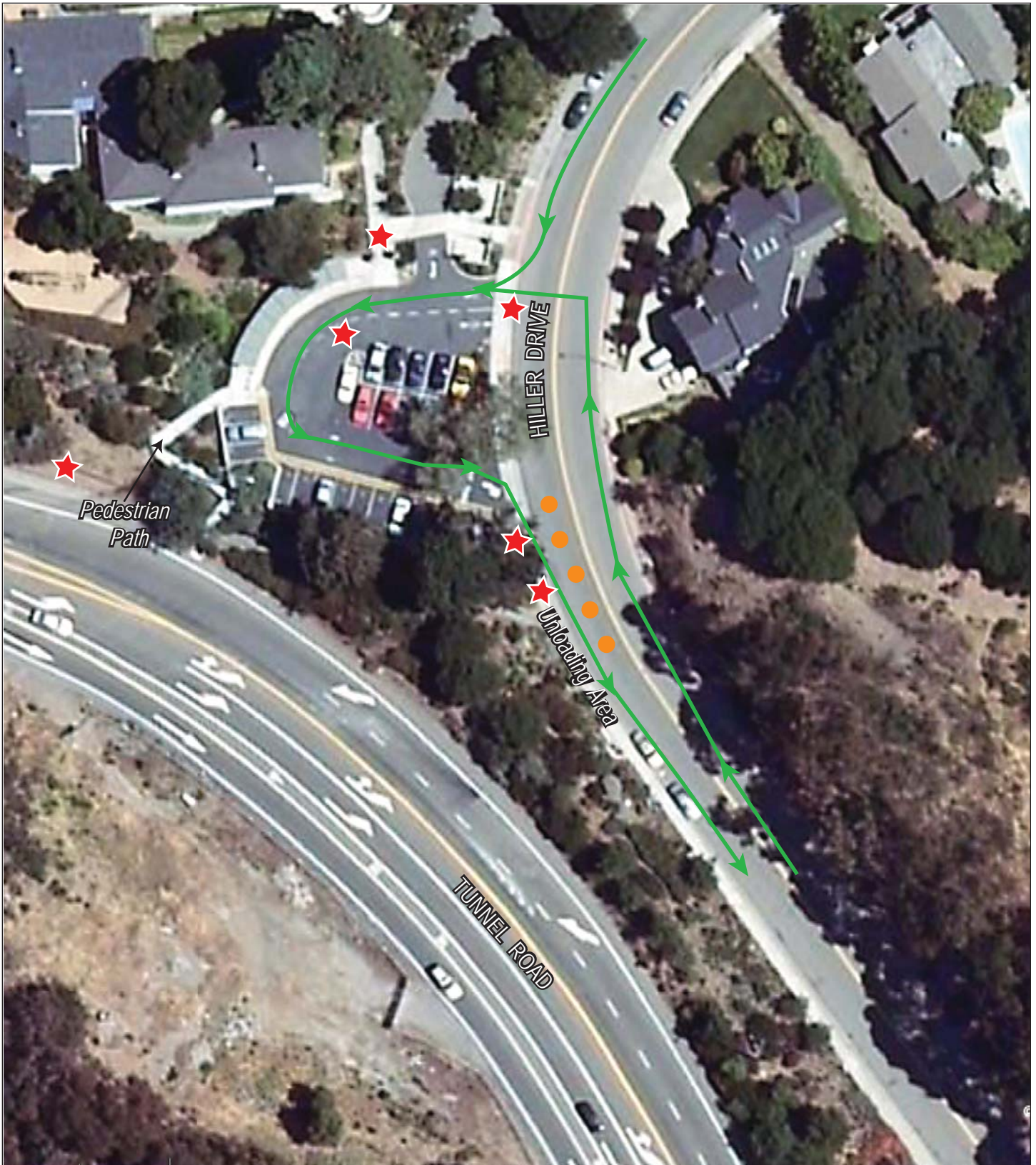
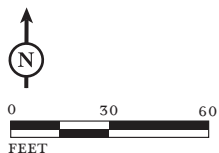


FIGURE III-3

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- ★ TRAFFIC ASSISTANT POSITIONS
- ● ● TRAFFIC CONES
- ➔ CIRCULATION

Bentley School Major Conditional Use Permit EIR
 Drop-off and Pick-up Traffic
 Circulation Diagram

pick up along Hiller Drive or Tunnel Road (AC Transit routes #689 (serving Oakland) and #604 (serving Berkeley)). The school offers free AC Transit bus passes to students who take the bus to and from school, and school staff are assigned to chaperone students to and from the bus stops. The school also pays for the administrative costs of operating a private bus service (Michael's Transportation Bus) that serves areas not well-covered by AC Transit bus routes that operate around the school. Parents pay for use of Michael's Transportation Bus, the cost of which varies based on bus use. In the mornings, the bus service makes its first stop at Buchanan Street and Pierce Street in Albany at 7:00 a.m., and stops in North Berkeley, Rockridge, Orinda, and Bentley School's Lafayette Campus before arriving at the Hiller Campus at 8:15 a.m. The afternoon schedule is the morning schedule in reverse, with the first stop at the Hiller Campus at 3:45 p.m. and the last stop at Buchanan Street and Pierce Street at 5:10 p.m. The school also encourages carpooling and has designated a staff member to assist families who desire to carpool.

(5) Parking. All 43 of the on-site parking spaces are reserved for faculty and staff during the school day, requiring guests to park on Hiller Drive or surrounding streets. The handbook specifies parking protocol for other times. During special events, when the school anticipates that large groups of people visit the campus, the school mandates off-campus parking (typically at the North Temescal Park parking lot, near Highway 24, or Kaiser School), with shuttle bus service arranged to the Hiller Campus. During normal evening or weekend events, the school prohibits on-street parking until every parking space in the on-campus parking lots is filled.

(6) Emergency Management Plan. The handbook also includes a summary of the school's Emergency Management Plan. During a non-earthquake emergency (e.g., a fire), students would be evacuated through the lower part of the Project site to the Claremont Hotel and St. Clement's Episcopal Church (2837 Claremont Boulevard). Parents would be notified of the emergency via the "FirstAlert" system, an automatic message system that contacts parents and guardians, and then alerts school staff when parents have not been successfully notified. Students are only permitted to be picked-up after notification by the FirstAlert system. Section IV.E., Hazards, includes a detailed description of the plan.

d. Legalization of the Lower Parking Lot. The lower parking lot adjacent to Tunnel Road was developed and put into use without the school's having secured a Conditional Use Permit from the City of Berkeley. As part of the Project, the school proposes to submit an application for legalization of the parking lot. If the application is approved, modification to the existing configuration of parking spaces, or other changes, may be required. Section IV.B, Transportation and Circulation, of this EIR includes an analysis of the impacts of the Project with and without the lower parking lot (because legalization of the parking lot is not under the jurisdiction of the City of Oakland, which is the lead agency for environmental review of the Project).

e. Discretionary Actions. A Major CUP is the only entitlement that the Project applicant needs to obtain. Consideration of the Major CUP would be the responsibility of the Planning Commission. It is anticipated that this EIR will provide environmental review for all discretionary approvals and actions necessary for this Project. As Lead Agency for the project, the City of Oakland would be responsible for the approvals required for the Project. Other agencies, such as the City of Berkeley, would have some authority related to the Project and its approval. The City of Berkeley would be responsible for approving the use of the property along Tunnel Road as a parking lot.

