

Appendix A Notice of Preparation

DEPARTMENT OF
CITY PLANNING
200 N. SPRING STREET, ROOM 525
LOS ANGELES, CA 90012-4801
AND
6262 VAN NUYS BLVD., SUITE 351
VAN NUYS, CA 91401

CITY PLANNING COMMISSION
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DANA M. PERLMAN
BARBARA ROMERO

JAMES WILLIAMS
COMMISSION EXECUTIVE ASSISTANT II
(213) 978-1300

CITY OF LOS ANGELES
CALIFORNIA



ANTONIO R. VILLARAIGOSA
MAYOR

EXECUTIVE OFFICES

MICHAEL J. LOGRANDE
DIRECTOR
(213) 978-1271
ALAN BELL, AICP
DEPUTY DIRECTOR
(213) 978-1272
LISA M. WEBBER, AICP
DEPUTY DIRECTOR
(213) 978-1274
EVA YUAN-MCDANIEL
DEPUTY DIRECTOR
(213) 978-1273

FAX: (213) 978-1275

INFORMATION
www.planning.lacity.org

April 12, 2013

**NOTICE OF PREPARATION OF AN ENVIRONMENTAL
IMPACT REPORT AND PUBLIC SCOPING MEETING**

EIR NUMBER: ENV-2013-0150-EIR

PROJECT NAME: Notice of Preparation (NOP) of an Environmental Impact Report (EIR) for the Harvard-Westlake Parking Improvement Plan Project.

PROJECT ADDRESS: Assessor's Parcel Numbers: 2385-018-001, 2385-018-002, 2385-018-003, 2385-018-011, 2384-007-005, 2384-017-045, and 2384-017-047.

Addresses: 3700 – 3701 N. Coldwater Canyon Avenue, Studio City, California 91604

COMMUNITY PLANNING AREA: Sherman Oaks-Studio City-Toluca Lake-Cahuenga Pass

COUNCIL DISTRICT: 2, Paul Krekorian

SCOPING MEETING DATE: April 25, 2013

DUE DATE FOR PUBLIC COMMENTS: May 13, 2013

The City of Los Angeles Department of City Planning will be the Lead Agency and will require the preparation of an environmental impact report ("EIR") for the project identified herein (the "Project"). The Department of City Planning requests your comments as to the scope and content of the EIR. The Project description, location, and the potential environmental effects anticipated to be studied in the EIR are set forth below. Also included below are the date, time, and location of the Scoping Meeting that will be held in order to solicit input regarding the content of the Draft EIR. The Scoping Meeting will be comprised of an open house format. No decisions about the Project will be made at the scoping meeting. A copy of the Initial Study prepared for the Project is not attached but is available for public review during normal office hours at the Department of City Planning, 200 North Spring Street, Room 750, Los Angeles, CA 90012. Office hours are Mon-Fri, 8:00am-4:00pm.

PROJECT DESCRIPTION: Harvard-Westlake School (the "Project Applicant") is proposing the Harvard-Westlake Parking Improvement Plan that consists of improvements to its property located at 3700 – 3701 N. Coldwater Canyon Avenue¹ (the "Project Site"). The Project Site is located approximately one-third of a mile south of Ventura Boulevard and 1.3 miles north of Mulholland Drive in the Studio City community of the City of Los Angeles. The existing Harvard-Westlake campus is approximately 23.5 acres, comprised of the approximately 18-acre main portion of the campus, located at 3700 Coldwater Canyon Avenue, and generally bounded by Halkirk Street to the north, Coldwater Canyon Avenue to the west, and Hacienda Drive to the

¹ The Project Site is comprised of the following Los Angeles County Assessor Parcel Numbers, and is depicted on the attached Conceptual Site Plan: 2385-018-001, 2385-018-002, 2385-018-003, 2385-018-011, 2384-007-005, 2384-017-045, and 2384-017-047.

south; and an approximately 5.5-acre irregularly shaped portion of the Campus located on the west side of Coldwater Canyon Avenue (the "Development Site").

The Project involves the construction of a new parking structure on the Development Site, along with other related improvements. The parking structure is intended to accommodate Harvard-Westlake's existing parking needs, and to relocate vehicles that currently park off-campus and within the surrounding areas to on-campus parking facilities.

In accordance with LAMC Zoning Code parking requirements, a total of 436 parking spaces² are currently required for the existing Harvard-Westlake School. As no increase in student enrollment is proposed as part of the Proposed Project, Harvard-Westlake School must continue to provide a minimum of 436 parking spaces. The existing supply of parking is insufficient to accommodate existing parking demand during regular school days, as well as in conjunction with school-related activities that occur outside regular school hours such as football games. School-related vehicles regularly park on street along Coldwater Canyon Avenue, as well as in the residential neighborhood north of the Harvard-Westlake Campus and east of Coldwater Canyon Avenue.

A total of 568 parking spaces are currently provided on the existing Harvard-Westlake Campus. This total parking supply includes parking on the Campus, including an existing parking lot located at the South end of the Harvard-Westlake Campus (the "Southern Parking Lot"), which is owned by Harvard-Westlake. As part of the Proposed Project, a total of 192 parking spaces would be removed, including 89 spaces from a surface parking lot near the Main Entrance as a result of reconfiguration of the main driveway and 103 spaces from the Southern Parking Lot. The Southern Parking Lot would be used for bus circulation/staging but would continue to be striped for parking and available for special events.

With the construction of the proposed Parking Structure, an additional 750 parking spaces would be provided. As noted above, 89 spaces would be eliminated in a surface parking lot near the Main Entrance as a result of relocation of the Main Entrance. Thus, following the construction of the Proposed Project, 1,126 parking spaces would be provided on the Harvard-Westlake Campus (with an additional 103 spaces available in the Southern Parking Lot for special occasions such as graduation). The Proposed Project would eliminate the use of local streets by students and visitors for parking for all but the biggest special events (such as graduation).

The proposed parking structure would be used for parking purposes only, with no student drop-off and pick-up operations permitted on the Development Site. All student drop-offs and pick-ups would continue to be accommodated on the main portion of the Harvard-Westlake Campus, although in a slightly modified configuration to allow for a safer and more efficient operation for motorists and pedestrians.

The parking structure would contain 750 parking spaces, located within a 45-foot tall (755 feet above mean sea level [AMSL]) building with three levels of parking, and a rooftop athletic field. The parking structure would include an approximately 2,582 square foot facilities building at the north end of the athletic field as well as a 32-foot tall protective fence and netting around and above the field, for an overall height of approximately 77 feet (787 feet AMSL). In addition, approximately 14 light poles would extend to a height of five to seven feet above the top of the fence. Two retaining walls are also proposed on the Development Site. The primary retaining wall would be located on the north, west and south sides of the parking structure. The second

² Per City of Los Angeles, Department of City Planning, Case No. ZA-1992-0579-PAD.

retaining wall would be located on the north end of the Development Site, parallel to Coldwater Canyon Avenue.

The Project proposes traffic and circulation improvements to Coldwater Canyon Avenue in the vicinity of the Project Site. The proposed improvements include the addition of one southbound through lane along the Development Site's frontage, resulting in one northbound through lane and two southbound through lanes on Coldwater Canyon Avenue.

The Project includes a pedestrian bridge crossing Coldwater Canyon Avenue, connecting the parking structure to the main portion of the Harvard-Westlake campus. The proposed pedestrian bridge would allow for safe crossing between the parking structure and the Harvard-Westlake campus without stopping vehicles traveling north and south along Coldwater Canyon Avenue; no pedestrian access to the Development Site would be provided from the street. The pedestrian bridge would reach a height of approximately 41 feet (751 feet AMSL, the bridge would be approximately 18 feet as measured from the bottom of the bridge to the top of the bridge). The height of the top of the elevator on either end of the bridge would be approximately 65 feet (775 feet AMSL) on the west side and 46 feet (756 feet AMSL) on the east side. The bridge would be 163 feet long and 13 feet wide and would provide a minimum clearance of approximately 24 feet above Coldwater Canyon Avenue. Pedestrians would be able to access the Harvard-Westlake campus from the parking structure, and vice versa, only via the proposed pedestrian bridge crossing Coldwater Canyon Avenue.

As part of the Project, the existing Harvard-Westlake main entrance driveway would be relocated slightly to the south along Coldwater Canyon Avenue in order to align with the proposed northerly driveway of the parking structure, resulting in the loss of 89 parking spaces. A school bus pick-up/drop-off zone would be relocated from Coldwater Canyon Avenue to the southern parking lot of the Harvard-Westlake campus, resulting in the elimination of the use of approximately 103 parking spaces (however, these 103 parking spaces would remain as overflow parking, as needed, for special events). Through the reconfiguration of the existing main entrance driveway and the relocation of the school bus pick-up/drop-off zone onto the campus, a total of 376 surface parking spaces would remain on the main portion of the Harvard-Westlake campus. With the development of the 750-space Parking Structure and the 376 remaining parking spaces, a total of 1,126 parking spaces (with an additional 103 spaces available as needed) would be provided for the Harvard-Westlake campus.

The project proposes the removal of at least 104 trees protected by City Ordinance (a combination of oaks and walnuts) of the estimated 315 trees protected under the City's Protected Tree ordinance on the Development Site. It is also estimated that 26 protected trees would be encroached upon. The impact to protected trees, including further analysis of the existing conditions on site, will be included in the EIR.

ANTICIPATED DISCRETIONARY ACTIONS: The Project Applicant is requesting the following approvals from the City of Los Angeles: a Conditional Use Permit pursuant to LAMC Section 12.24-T,3(b) to permit the parking structure, retaining walls and pedestrian bridge, and the relocation of the main entrance driveway, alterations to existing parking areas, and related improvements to the Project Site; modification of required setbacks, height limits, and grading and export limits pursuant to LAMC Section 12.24-F; Waiver of the Tentative Map requirement pursuant to LAMC Section 91.7006.8.2; a Revocable Permit and Airspace Vacation to allow the pedestrian bridge to cross Coldwater Canyon Avenue; Cultural Affairs Commission design approval for the pedestrian bridge; approval for the removal of and encroachment upon protected trees; Haul Route approval; demolition, grading, excavation, and building permits; and any additional actions as may be deemed necessary.

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

Aesthetics; Air Quality and Greenhouse Gas Emissions; Biological Resources; Cultural Resources, Geology, Soils and Hydrology; Land Use; Noise; and Transportation, Circulation and Parking.

PUBLIC SCOPING MEETING DATE AND LOCATION:

The Scoping Meeting will be held on April 25, 2013 from 6:00 P.M. to 8:00 P.M. at The Sportsmen's Lodge, which is located at 12825 Ventura Boulevard, Studio City, California 91604. The purpose of the Scoping Meeting is to solicit public comments regarding issues to be addressed in the Draft EIR. The Scoping Meeting will provide information regarding the Project and the anticipated scope of analyses to be contained in the Draft EIR. The Department of City Planning encourages all interested individuals and organizations to attend this meeting. There will be no verbal comments or public testimony taken at this open house meeting. Written comments may be submitted at the Scoping Meeting.

Date: April 25, 2013
Time: 6:00 P.M. to 8:00 P.M.
Location: Sportsmen's Lodge
12825 Ventura Boulevard
Studio City, CA 91604

The Department of City Planning welcomes all comments regarding the environmental impacts of the proposed Project and the issues to be addressed in the EIR. All comments will be considered in the preparation of the EIR. **Written comments** must be submitted to this office by **5:00 pm May 13, 2013**. Written comments will also be accepted at the scoping meeting described above.

Please direct your comments to:

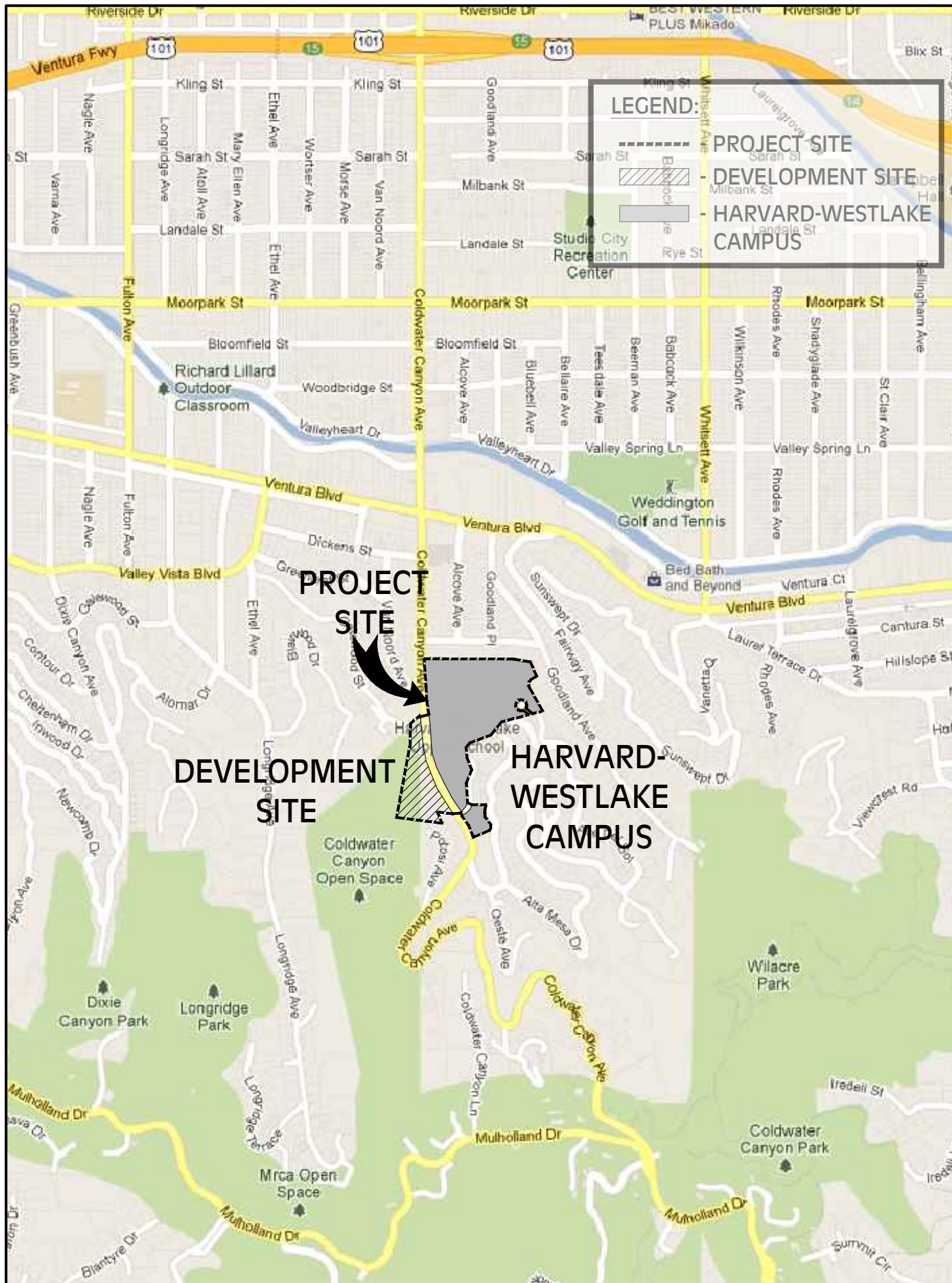
Emily Dwyer
City of Los Angeles Department of City Planning
200 North Spring Street, Room 750
Los Angeles, CA 90012
Fax: (213) 978-1454
E-mail: emily.dwyer@lacity.org

Michael J. LoGrande,
Director of Planning

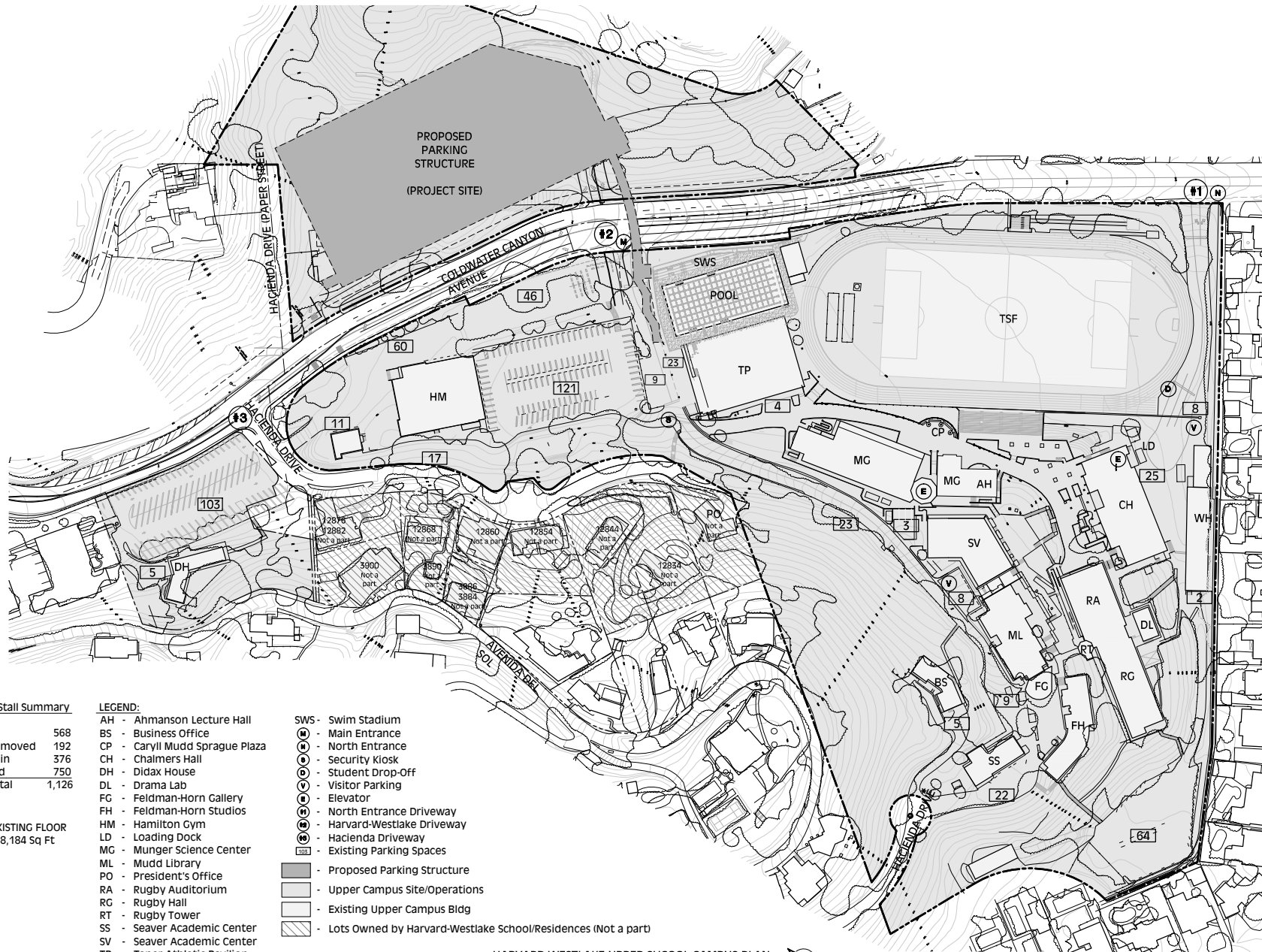


Emily Dwyer,
Environmental Review Coordinator

Attachments: Vicinity Map, Harvard-Westlake Upper School Campus Plan, Site Plan Showing relationship to Immediately Adjacent Uses, Scoping Meeting Location, and Radius Map



Vicinity Map



Parking Stall Summary

Existing	568
To Be Removed	192
To Remain	376
Proposed	750
Total	1,126

TOTAL EXISTING FLOOR AREA: 188,184 Sq Ft

LEGEND:

- AH - Ahmanson Lecture Hall
- BS - Business Office
- CP - Caryll Mudd Sprague Plaza
- CH - Chalmers Hall
- DH - Didax House
- DL - Drama Lab
- FG - Feldman-Horn Gallery
- FH - Feldman-Horn Studios
- HM - Hamilton Gym
- LD - Loading Dock
- MG - Munger Science Center
- ML - Mudd Library
- PO - President's Office
- RA - Rugby Auditorium
- RC - Rugby Hall
- RT - Rugby Tower
- SS - Seaver Academic Center
- SV - Seaver Academic Center
- TP - Taper Athletic Pavilion
- TSF - Ted Slavin Field
- WH - Weiler Hall

- SWS - Swim Stadium
- ⊕ - Main Entrance
- ⊕ - North Entrance
- ⊕ - Security Kiosk
- ⊕ - Student Drop-Off
- ⊕ - Visitor Parking
- ⊕ - Elevator
- ⊕ - North Entrance Driveway
- ⊕ - Harvard-Westlake Driveway
- ⊕ - Hacienda Driveway
- ⊕ - Existing Parking Spaces
- - Proposed Parking Structure
- - Upper Campus Site/Operations
- - Existing Upper Campus Bldg
- ▨ - Lots Owned by Harvard-Westlake School/Residences (Not a part)

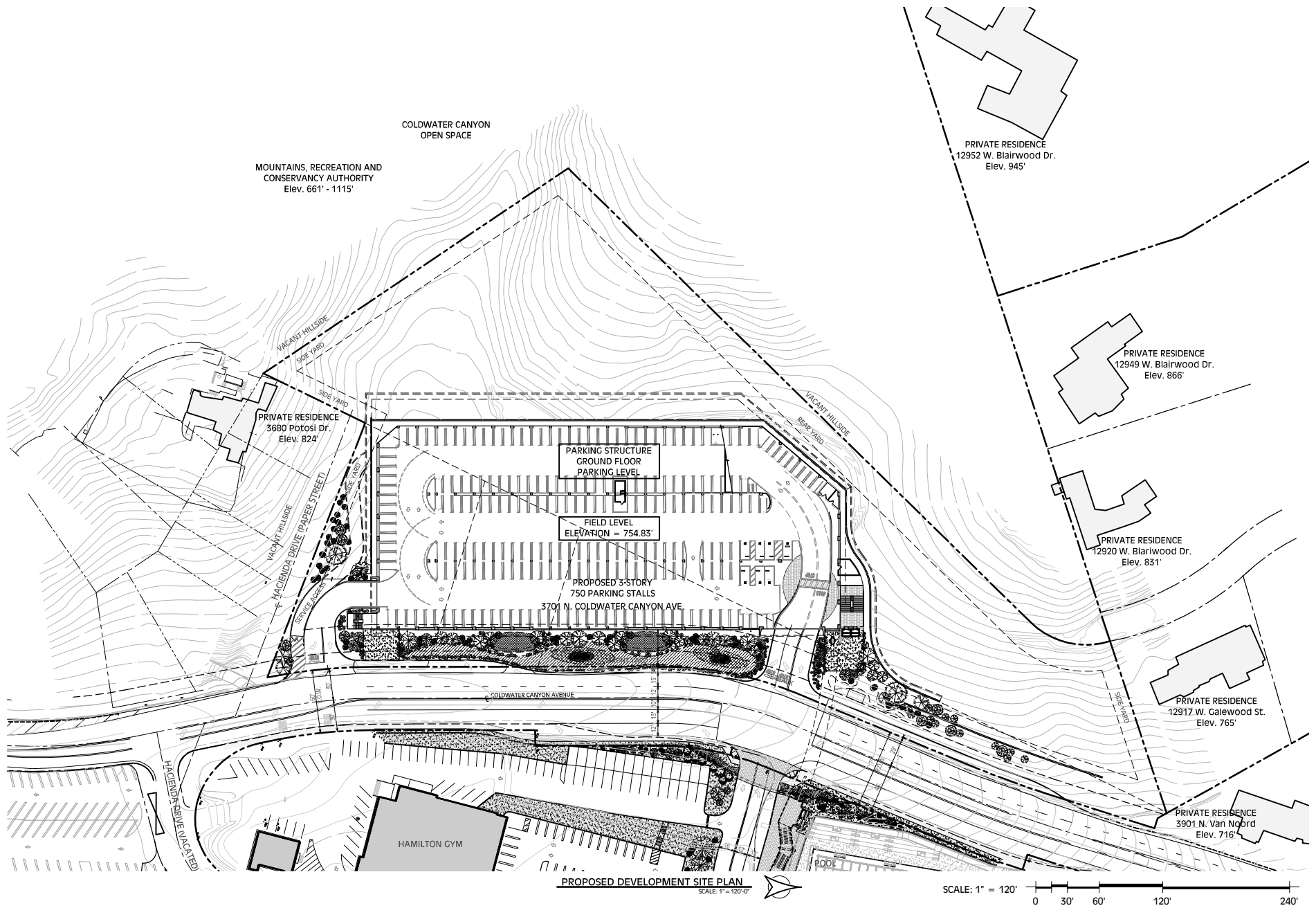
HARVARD-WESTLAKE UPPER SCHOOL CAMPUS PLAN

SCALE: 1" = 200'-0"



SCALE: 1" = 200' 0 50 100 200 400

Harvard-Westlake Upper School Campus Plan



Site Plan Showing Relationship to Immediately Adjacent Uses



 ADDITIONAL PROPERTY OWNED BY HARVARD-WESTLAKE SCHOOL BUT NOT PART OF PROPOSED PROJECT

CONDITIONAL USE

QMS Quality Mapping Service
 14549 Archwood St. Suite 301
 Van Nuys, California 91405
 Phone (818) 997-7949 - Fax (818) 997-0351
 qmapping@qesqms.com

THOMAS BROTHERS
 Page: 562 Grid: E-6
LEGAL
 LOT: "SEE APPLICATIONS"
 TRACT: "SEE APPLICATIONS"
CONTACT: PAUL HASTINGS

ASSESSOR PARCEL NUMBER:
 2384-007-(002,005) 2384-009-(032-035,037,049-051,053)
 2384-017-(045-047) 2385-018-(001-003,011)
 2385-019-(008,009,013-016)
 SITE ADDRESS: 3701 COLDWATER CANYON AVE.
CASE NO:
CD: 2
CT: 1439-014
PA: 212- SHERMAN OAKS
USES: FIELD
SCALE: 1" = 200'
D.M.: 162B161,159B161
PHONE: 213-683-5713

DATE: 01-03-13
Update:



DRAWN BY:

QMS-13-001

Harvard-Westlake School Parking Improvement Plan

SCOPING MEETING LOCATION MAP

Date: April , 2013
Time: 6:00 PM to 8:00 PM
Location: Sportsmen's Lodge
12825 Ventura Boulevard
Studio City, CA 91604

