

Case File Number PLN18532-ER01

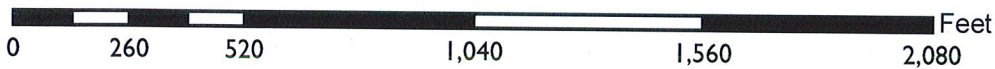
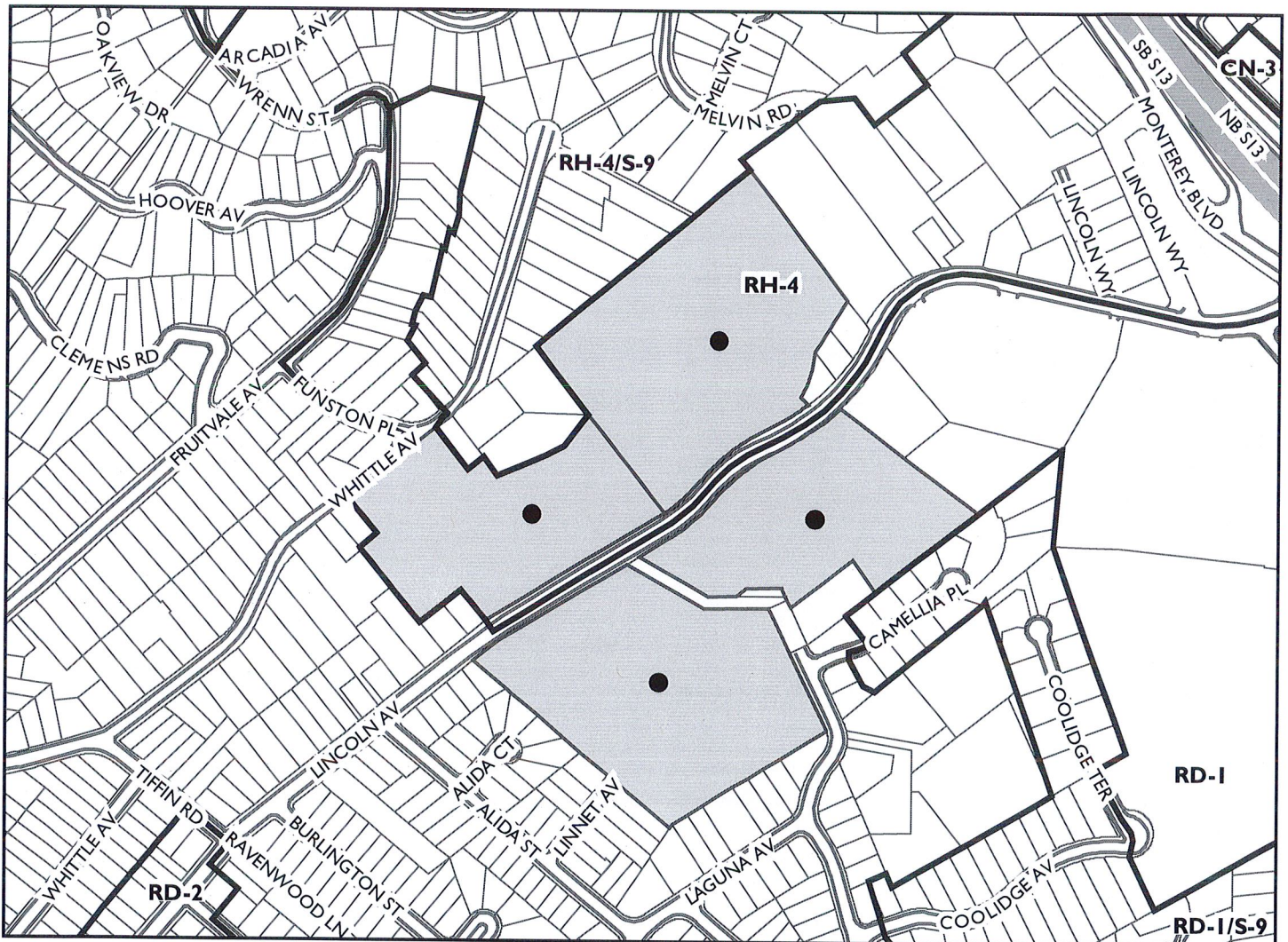
February 20, 2019

<b>Location:</b>	4315, 4368 and 4500 Lincoln Ave
<b>Assessor's Parcel Number(s):</b>	29-1009-6, 29A-1367-4-4, 29A-1367-1-14, 29-1009-01-005
<b>Proposal:</b>	Scoping session for a proposal to expand the existing Head Royce School campus at 4315 Lincoln Ave. across Lincoln Ave. to the site of the former Lincoln Children's Center at 4368 Lincoln Ave (new South Campus); Construction of pedestrian tunnel under Lincoln Ave; Demolition of 8 structures; Remodel 4 existing buildings (3 of which have historic classification); Establish housing for teaching staff; Construct a 1,500 sf pavilion and a 15,900 sf multiuse performing arts center; Retain existing parking for the prior Lincoln Children's Center; retain existing athletic fields located on land leased from Ability Now Bay Area at 4500 Lincoln Ave.; Add additional parking including parking on land leased from Ability Now Bay Area at 4500 Lincoln Ave.; Increase student enrollment from the current 906 to 1,250.
<b>Applicant:</b>	Head Royce School
<b>Contact Person/Phone Number:</b>	Crystal Land, Head of School 510 531-1300
<b>Case File Number:</b>	PLN18532-ER01
<b>General Plan:</b>	Institutional, Hillside Residential
<b>Zoning:</b>	RD-1, RH-4
<b>Environmental Determination:</b>	Staff has determined that an Environmental Impact Report (EIR) will be prepared for this project. A Notice of Preparation (NOP) to prepare the EIR was published on February 1, 2019. The comment period for the NOP ends on March 11, 2019.
<b>Historic Status:</b>	PDHP, OCHS Rating C3
<b>City Council District:</b>	4—Sheng Thao
<b>Action to be Taken:</b>	Receive public and Commission comments about what information and analysis should be included in the EIR.
<b>For Further Information:</b>	Contact Case Planner <b>Rebecca Lind</b> at (510) 238-3472 or by email at <a href="mailto:rlind@oaklandca.gov">rlind@oaklandca.gov</a> .

**SUMMARY**

Head Royce School has filed a request for environmental review and an application for consideration of a Planned Unit Development for expansion of the existing school campus to create a new "South Campus" on the site of the former Lincoln Children's Center, redevelopment of the "South Campus", and expansion of student enrollment. In compliance with the California Environmental Quality Act (CEQA), staff has determined that project impacts may be significant and an Environmental Impact Report (EIR) will be prepared. The City will be the lead agency pursuant to the CEQA. As such, the City has the responsibility to prepare an EIR for the project. The City has not prepared an Initial Study. The EIR Notice of Preparation (NOP) was published on February 1, 2019. This scoping session is being held to solicit public and Planning Commission comments on what information and analysis should be included in the EIR. Specifically, comments should focus on discussing possible impacts on the physical environment, ways in which potential adverse effects might be minimized, and alternatives to the project considering the EIR's purpose to provide useful and accurate information about such factors. In addition to the oral and written comment received at the scoping meeting, written comments will be accepted until March 11, 2019 at 4 PM. Written comments are may be submitted by mail to Rebecca Lind, Planner III, City of Oakland Bureau of Planning, 250 Frank H Ogawa Plaza, Suite 2114, Oakland, CA 94612 or by e-mail to [rlind@oakland.ca.gov](mailto:rlind@oakland.ca.gov).

# CITY OF OAKLAND PLANNING COMMISSION



Case File: PLN18532-ER01  
Applicant: Head Royce School  
Address: 4315, 4368, 4465, and 4500 Lincoln Ave  
Zone: RD-1, RH-4

## PROJECT DESCRIPTION

The proposal is to expand the Head Royce School campus south across Lincoln Ave. to the site of the former Lincoln Children's Center at 4368 Lincoln Ave. (new South Campus); construct a pedestrian tunnel under Lincoln Ave.; demolish 8 structures; remodel 4 existing buildings (3 of which have historic classification); establish housing for teaching staff; construct a 1,500-sf pavilion and a 15,900-sf multiuse performing arts center; retain existing parking for the prior Lincoln Children's Center; retain existing athletic fields located on land leased from Ability Now Bay Area at 4500 Lincoln Ave.; add additional parking including parking on land leased from Ability Now Bay Area at 4500 Lincoln Ave.; and increase enrollment from the current 906 to 1,250 students. Enrollment is expected to increase 1-2% per year for a 20-year period. 27,350 square feet of building area is proposed for renovation and 18,400 square feet is proposed for new construction on the South Campus. Limited new construction is proposed on the (existing) North Campus including accommodation of the north end of the underground link, and the raising of the roof on the existing auditorium by 5 feet to restore its original use as a gymnasium. In addition, reuse of existing administrative and classroom space on the North Campus is proposed for building spaces where current functions would be relocated to the South Campus.

## SITE DESCRIPTION

The proposed South Campus parcel is located on the south side of Lincoln Avenue, a major arterial road connecting the I-580 freeway to Highway 13. The parcel generally slopes up from southwest to northwest with a 56 foot change in grade across the site. The site is accessed along three points along Lincoln Ave.). Existing development includes 11 buildings formerly used for the Lincolns' Children Center. The proposal also includes the North Campus located on the north side of Lincoln Avenue and present home to the Head Royce School. The site is developed with 13 buildings used for school facilities, and school athletic facilities.

The proposal also includes undeveloped portions of the adjacent parcel owned by Ability Now, Bay Area Athletic practice facilities are currently located on this parcel on a leasehold basis, and additional parking is proposed on a similar leasehold.

## SIGNIFICANT BUILDINGS

Three of the existing buildings are listed in Oakland's historic building rating (OCHS) system as Potentially Designated Historic Properties (PDHPs) with a rating of C3 meaning that they are of "secondary importance" and not currently in a designated historic district. These three buildings are proposed to be rehabilitated and reused with substantial interior renovation. These buildings may be distinctive examples of the Spanish Colonial Revival style. They are designated in the proposal as Building O (aka Junior Alliance Hall), designed by W.G. Corlett; Building 1 (aka Mary Crocker Cottage), designed by Reed and Corlett; and Building 2 (aka Grace L Trevor Cottage) also designed by Reed and Corlett.

## GENERAL PLAN

The General Plan's Land Use and Transportation Element (LUTE) classifies the project site as "Institutional" for 4368 Lincoln Ave. (South Campus) and "Hillside Residential" for 4325 Lincoln Ave. (North Campus).

The intent of the "Institutional" land use classification is to create, maintain, and enhance areas appropriate for educational facilities, cultural and institutional uses, health services, and medical uses as well as other uses of similar character.

The intent of the "Hillside Residential" land use classification is to create, maintain, and enhance neighborhood residential areas that are characterized by detached, single unit structures on hillside lots.

Typical lot sizes range from approximately 8,000 square feet to one acre in size. Future development is to remain residential in character.

## ZONING

Zoning on the North Campus is RH4/S9, RH-4. Zoning on the South campus parcel and Ability Now parcel is RD-1.

## ENVIRONMENTAL REVIEW PROCESS

The EIR Notice of Preparation (NOP) was published on February 1, 2019. This scoping session is being held to solicit public and Planning Commission comments on what information and analysis should be included in the EIR. Specifically, comments should focus on discussing possible impacts on the physical environment, ways in which potential adverse effects might be minimized, and alternatives to the project considering the EIR's purpose to provide useful and accurate information about such factors. Comments related to policy considerations and the merits of the project will be the subject of future, duly noticed public meetings.

Staff published the NOP on February 1, 2019. The public comment period lasts until March 11, 2019. The schedule for the Draft EIR will be determined after completion of scoping. Once the DEIR is published, staff will continue to work with the project sponsor to refine their project, respond to the information and analysis contained in the DEIR, and move ahead toward the final consideration of the project once the FEIR is completed. As with previous projects, and as permitted by CEQA (Section 15004), the EIR process and project review, to the maximum extent feasible, should be coordinated and run concurrently. The environmental impact report will address potential environmental impacts associated with construction and operation of the project including construction of the proposed project and obtainment of all necessary zoning, grading and building permits, and any other discretionary actions required by the City of Oakland and other governmental agencies.

It is anticipated that the project may have significant environmental impacts related to the following environmental topic areas, which will be evaluated in the Draft EIR: **air quality, aesthetics, biological resources and vegetation management, cultural resources including prehistoric and historic context as relevant to potential archaeological sensitivity, geology and soils, greenhouse gas emissions, historic resources, hydrology, land use, noise, transportation and traffic.**

The project is not anticipated to have significant environmental impacts related to, **agricultural and forestry resources, mineral resources, population and housing, recreation, public services and utilities and service systems.** A brief discussion of these topics and documentation as to why impacts related to these topics will not be significant will be provided in the Draft EIR. The level and analysis and discussion for these topics is anticipated to be like what would typically be included in an Initial Study. The City's Standard Conditions of Approval will be referenced where applicable.

The Draft EIR will also examine a reasonable range of alternatives to the project, including the CEQA-mandated No Project alternative, and other potential alternatives that may reduce or avoiding potential environmental effects.

**CONCLUSION**

Staff requests the public and the Planning Commission to provide comments on what types of information and analysis, including alternatives, should be considered in the EIR.

Prepared by:



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Rebecca Lind  
Planner III

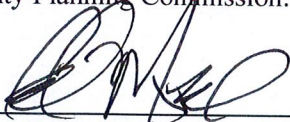
Reviewed by:



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Catherine Payne  
Acting Development Planning Manager

Approved for forwarding to the  
City Planning Commission:



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ED MANASSE, Interim Deputy Director,  
Bureau of Planning

**ATTACHMENTS:**

- A. Notice of Preparation
- B. Preliminary Site Plan



# CITY OF OAKLAND

Bureau of Planning

250 Frank H. Ogawa Plaza, Suite 3315, Oakland, California, 94612-2032

## NOTICE OF PREPARATION (NOP) OF A DRAFT ENVIRONMENTAL IMPACT REPORT FOR THE HEAD-ROYCE SCHOOL PLANNED UNIT DEVELOPMENT PERMIT (PUD) PROJECT

The City of Oakland's Bureau of Planning is preparing an Environmental Impact Report ("EIR") for the proposed Head-Royce School Planned Unit Development Permit (PUD) Project (the Project) as described below, and is requesting comments on the scope and content of the EIR. A description of the Project and its location, together with a summary of probable environmental effects that will be addressed in the EIR are included herein. The City has **not** prepared an Initial Study, and all CEQA topics will be addressed in the EIR.

The EIR for the proposed Project is being prepared in compliance with the California Environmental Quality Act (CEQA) (California Public Resources Code Sections 21000 et.seq.) and the State CEQA Guidelines (California Code of Regulations, Title 14, Division 6, Chapter 3, Sections 15000 et.seq.). The City of Oakland is the Lead Agency for the Project and is the public agency with the greatest responsibility for approving the Project. Pursuant to CEQA Guidelines Section 15082(a), upon deciding to prepare an EIR, the City as Lead Agency must issue a Notice of Preparation (NOP) to inform the Governor's office of Planning and Research, trustee and responsible agencies, and the public of that decision.

The purpose of this NOP is to provide information describing the Project and its potential environmental effects to those who may wish to comment regarding the scope and content of information to be included in the EIR. This NOP is being sent to responsible agencies and other interested parties. Responsible agencies are those public agencies, besides the City of Oakland, that may also have a role in considering approving or carrying out the Project. The City encourages responsible agencies and the Office of Planning and Research to provide this information to the City so that the City can ensure the Draft EIR meets the needs of those agencies. When the Draft EIR is published, it will be sent to all responsible agencies and to others who respond to this NOP or who otherwise indicate that they would like to receive a copy. The Draft EIR will also be available for review at the City of Oakland at the address identified below.

**SUBMITTING COMMENTS IN RESPONSE TO THIS NOP:** Comments that address the scope of the Draft EIR and any questions should be directed in writing to:

Rebecca Lind, Planner III  
City of Oakland Bureau of Planning  
250 Frank H. Ogawa Plaza, Suite 2114  
Oakland, CA 94612  
Phone: (510) 238-3472  
Fax: (510) 238-4730  
E-mail: [rlind@oaklandnet.com](mailto:rlind@oaklandnet.com)

Written comments on the NOP must be received at the above mailing or e-mail address **by 5:00 p.m. on March 11, 2019**. Please reference **Case Number PLN18532-ER01** in all correspondence. Comments made or submitted at the 6:00 p.m. meeting of the City of Oakland Planning Commission on February

20 and the City of Oakland Landmarks Preservation Advisory Board on March 11 will also be accepted. Comments should focus on potential impacts of the Project on the physical environment. Commenters are encouraged to identify ways that potential adverse effects resulting from the Project may be minimized, and to identify reasonable alternatives and mitigation measures to the proposed Project. Comments and suggestions as to the appropriate scope of analysis in the EIR are invited from all parties, and will be received at the EIR Scoping Meetings to be held before the City Planning Commission and City Landmarks Preservation Advisory Board, as noticed below.

**EIR SCOPING MEETINGS:**

The **City of Oakland Planning Commission** will conduct a public meeting on the scope of the EIR for the Project on **February 20, 2019 at 6:00 p.m.** in Hearing Room #1, City Hall, 1 Frank H. Ogawa Plaza.

The **City of Oakland Landmarks Preservation Advisory Board** will conduct a public meeting on the scope of the EIR for the Project on **March 11, 2019 at 6:00 p.m.** in Hearing Room #1, City Hall, 1 Frank H. Ogawa Plaza.

**PROJECT TITLE:** Head-Royce School Planned Unit Development Permit (PUD) Project

**PROJECT LOCATION:** The Project address is Head-Royce School at 4315 Lincoln Avenue, Oakland (see **Figure 1**). The Project site includes Assessor's Parcel Numbers 29A-1367-4.4 (4315 Lincoln Avenue), 29-100906 (4368 Lincoln Avenue); 29A-1367-1-14 (4465 Lincoln Avenue), and an additional parcel owned by Ability Now Bay Area and used by Head-Royce School at APN 29-1009-10-5 (4500 Lincoln Avenue). Head-Royce School owns two properties on the north side of Lincoln Avenue (North Campus at 4315 and 4465 Lincoln) and one property on the south side of Lincoln Avenue (South Campus at 4368 Lincoln Avenue) and has an agreement with Ability Now Bay Area for non-exclusive use of the playfield at 4500 Lincoln. The Head-Royce School is located generally below the Ascension Greek Orthodox Cathedral and in the Lincoln Highlands/Oakmore neighborhood. The Project primarily involves the South Campus at 4368 Lincoln Avenue, formerly known as the Lincoln Child Center, as shown in **Figure 2** (attached).

**PROJECT SPONSOR:** Head-Royce School

**EXISTING CONDITIONS:** The Head-Royce School is an independent co-educational college preparatory school that serves students from kindergarten through high school. The School has been on its current 14-acre site on the north side of Lincoln Avenue (the North Campus, at 4315 and 4465 Lincoln Avenue) since 1964. The North Campus includes 12 buildings housing classrooms and administrative functions, a library, a gym and an auditorium, a café and a swimming pool. Attached to the North Campus on a separate parcel is a multi-purpose sports field, outdoor tennis courts and various other outdoor play areas. A prior PUD permit originally granted in 2006 and as amended in 2016 and 2018 governs use of the North Campus for school activities up to an enrollment of 906 students during the school year and 780 students during the summer. Current enrollment is approximately 881 students, with 100 teaching faculty members and approximately 65 professional and administrative staff. A portion of the property at 4500 Lincoln Avenue (across from the North Campus sports field) is leased by the School and used (pursuant to a 2018 PUD amendment) as a playfield for school athletic practices.

In 2013, Head-Royce School purchased the 8-acre former Lincoln Child Center property (the South Campus, at 4368 Lincoln Avenue), immediately across Lincoln Avenue from the North Campus. The South Campus currently consists of 12 buildings formerly used as classrooms, administrative space, storage and dormitories, occupying approximately 43,860 square feet of building space. Now primarily vacant, certain of these buildings are used for administrative and storage purposes by the School.

**PROJECT DESCRIPTION:** Head-Royce School wishes to integrate the North Campus with the South Campus to create a unified 22-acre K-12 school. As part of this Project, the School proposes to rehabilitate and reuse four of the existing buildings on the South Campus (Buildings 0, 1, 2 and 9) and to remove eight existing buildings. New construction will include a new 15,900 square-foot 32-foot tall Performing Arts Center building (containing up to 450 seats) for school-related purposes only, and construction of approximately 2,500 square feet of other ancillary building space. The School also seeks to provide interim housing within an existing building on the South Campus (Building 9) for newly hired faculty and staff while they secure permanent housing. With demolition of approximately 16,500 square feet of building space and construction of approximately 18,400 square feet of new space, there would be a net increase of approximately 1,900 square feet of building space on the site. Other proposed physical improvements to the South Campus (see **Figure 3**, attached) include:

- A new internal, one-way Loop Road would ring the internal perimeter of the South Campus. The entrance to this Loop Road would be at the existing curb cut and driveway off Lincoln Avenue at the upper end of the South Campus, and the exit would be at a similar existing curb cut and driveway off Lincoln at the lower end of the South Campus. The new Loop Road would provide approximately 1,000 linear feet of on-Campus (off-street) queuing space, as well as drop-off/pick-up locations. Other than public and private bus loading and unloading, all pick-up and drop-off activity for the School would occur along this Loop Road, rather than as currently occurs along Lincoln Avenue.
- The Lincoln Avenue right-of-way would be reconfigured at the upper Loop Road entrance to accommodate a downhill left-turn pocket and an uphill right-turn pocket into the South Campus, and a new traffic signal would control this intersection. The existing traffic signal that controls pedestrian movement across Lincoln Avenue at the existing Head-Royce guardhouse would be moved to the lower Loop Road exit intersection. The uppermost traffic signal at the existing entrance to the Head-Royce parking lot (Lot F in the North Campus) would be retained.
- The existing 129 parking spaces within the South Campus would be reconfigured to accommodate new construction and the Loop Road, and an additional 25 more parking spaces would be added, for 154 total parking spaces on the South Campus. As enrollment increases (see below) the School would either add stacked parking at the existing Lot F on the North Campus, or reduce parking demand by prohibiting some or all students from driving to school.
- New landscaping within the South Campus would include ADA-accessible paths and trails, secondary pathways with staircases, a central commons space, outdoor wood deck classrooms, and new planting with native, drought-tolerant species.
- The Project proposes two options to provide a pedestrian connection between the North and South Campus. The first option is construction of a pedestrian tunnel under Lincoln Avenue. The tunnel would be 18-feet wide and approximately 12 feet tall, and constructed underneath Lincoln Avenue at about the mid-point of the South Campus frontage on Lincoln. Access to the tunnel would only be through property owned by the school and it would be not being publicly



accessible. The second option would be to continue use of an at-grade pedestrian crossing across Lincoln Avenue, controlled by the relocated traffic signal at the southerly exit of the South Campus Loop Road, where it intersects with Lincoln Avenue.

The proposed changes to the North Campus consist of:

- The opening for the proposed pedestrian tunnel;
- Reuse of the existing MEW Auditorium as a gymnasium, its original use; and
- Reuse of existing administrative and classroom space on the North Campus whose current functions are relocated to the South Campus, for classroom or other administrative functions.

As part of the Project, Head Royce School proposes over a period of years to increase the allowed maximum student population from 906 students to 1,250 students during the school year, an increase of 344 students over currently allowed enrollment. As part of this enrollment increase, the School may offer a pre-kindergarten (pre-K) option.

**PROBABLE ENVIRONMENTAL EFFECTS:** As indicated above, the City of Oakland is preparing an EIR for the Project that will analyze potential physical environmental effects of the Project related to each environmental topic for which the City has established CEQA thresholds. An Initial Study has not been prepared, and all relevant topics will be addressed. Based on any comments received during the NOP review period (including comments received at the Scoping Meetings as noticed above), the anticipated scope of work for the EIR may be amended to address any new issues raised. Based on known site conditions and anticipated potential effects, several technical studies, including but not limited to the following will be conducted:

- A Historic Resource Evaluation (HRE) report will be prepared for the Head-Royce South Campus. The HRE will include physical descriptions of buildings and landscape features based on a field survey, will discuss the Campus's historic context and will evaluate the potential significance of all buildings or site features 45 years or more in age for individual eligibility for the California Register or as historical resources under CEQA. Additionally, the Head-Royce South Campus will be evaluated as a potential historic district inclusive of cultural landscape.
- The Traffic Impact Analysis will assess the impacts of the Project on total vehicles miles travelled (VMT), and will compare VMT generated by the Project to applicable City CEQA thresholds. The School will be providing an updated Head-Royce TDM Plan, and the EIR will review this updated TDM Plan to assess its effectiveness in reducing vehicle trips.
- The proposed pedestrian tunnel under Lincoln Avenue will be assessed for potential geotechnical and structural issues.
- A Cultural Resources Assessment Report will be prepared to meet CEQA reporting standards. The report will include prehistoric and historic context as relevant to potential archaeological sensitivity, a discussion of the results of a records and literature search, and the results of Native American communication and outreach efforts.
- A Biological Resources Report will be prepared. This report will include a description of existing biological conditions, an assessment of potential presences of special-status species and any

potentially sensitive/regulated habitats that may occur on the site, potential impacts on existing biological resources, and mitigation measures necessary to mitigate potentially significant impacts.

- The Project would involve removal of certain trees for new construction. Consistency of proposed tree removal with City of Oakland Tree Permit requirements for avoidance and/or replacement planting will be assessed.
- Construction-period air quality impacts resulting from the Project will be assessed using air dispersion modeling and methodologies as recommended by Air District policy guidance.

The Draft EIR will also examine a reasonable range of alternatives to the Project, including the CEQA-mandated No Project Alternative, and other potential alternatives that may be capable of reducing or avoiding potential environmental effects.

Case File Number PLN18532-ER01  
February 1, 2019



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Rebecca Lind, Planner III  
City of Oakland Planning and Building Department

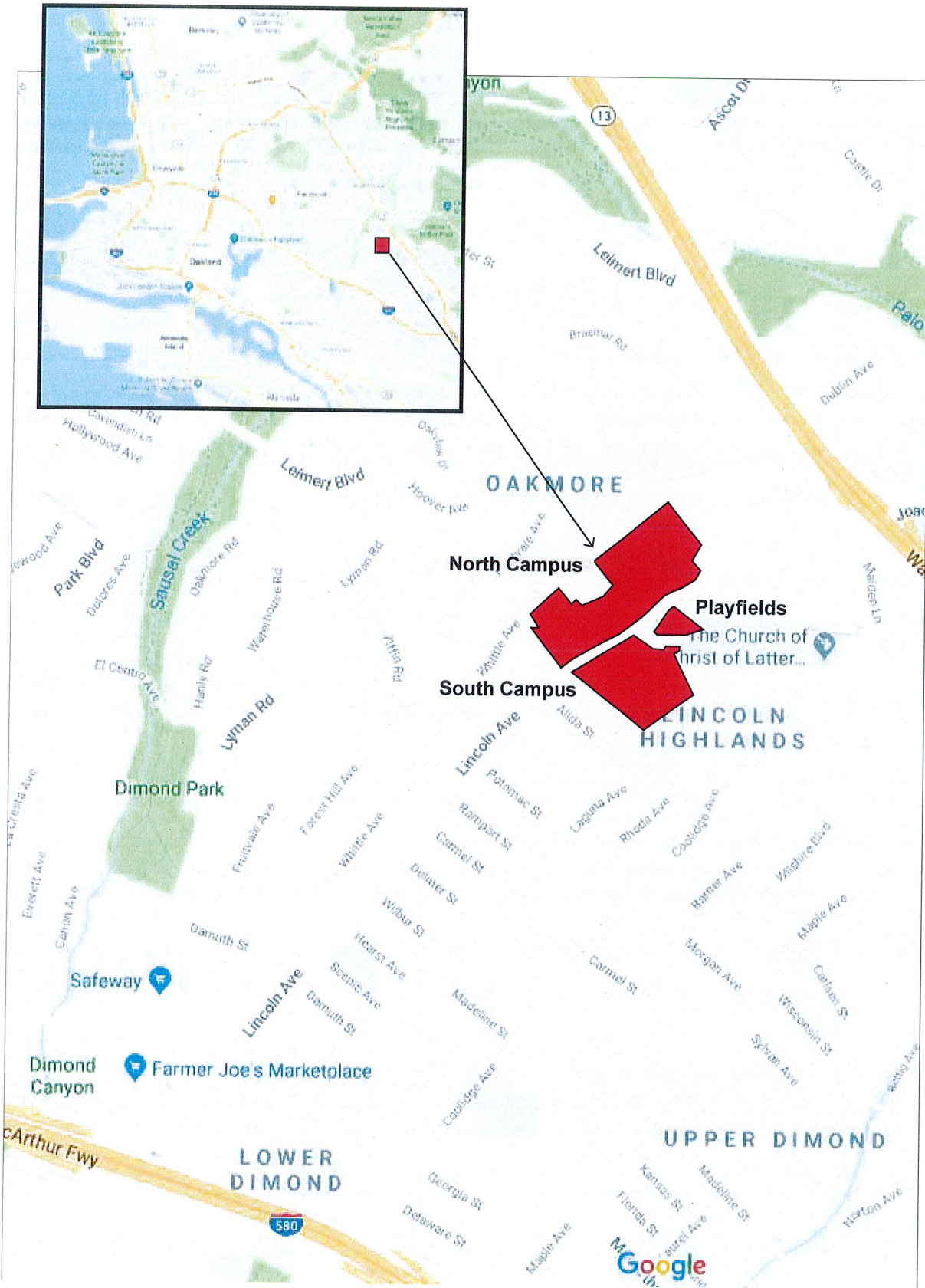


Figure 1  
Project Location





**Figure 2**  
**Head-Royce School Properties**

Source: Head-Royce School Draft Preliminary Development Plan, SOM



**Figure 3**  
**Head-Royce School South Campus**  
**Master Plan**

Source: Head-Royce School Draft Preliminary  
 Development Plan, SOM