

"Exhibit A"
Project Description Summary WIP

Current Site Conditions:

The project is identified as 5700 N Rudnick Avenue, Los Angeles, CA 91367, which has an APN of 2146010015. The project name is Prince of Peace/West Valley Food Pantry "Pantry".

The current and permitted use is the operation of the Prince of Peace Church and the West Valley Food Pantry, which operates under the 501(c) of the Church and is a coalition of six other contributing organizations, which include Emerson Unitarian Universalist Church, Saint Luke's Lutheran, Woodland Hills Presbyterian, Temple Kol Tikvah, Woodland Hills Community Church, and Saint Martin in the Fields Episcopal Church.

The proposed project includes one lot, with a total gross area of 185,027 SF or 4.2 acres. The lot is developed with five, permitted structures on-site, and three accessory structures for storage. The existing and permitted five buildings total approximately 21,619 SF. There are approximately 101 surface-ground parking spaces including 40 for compact and five for handicap. The lot is an irregularly shaped rectangle with an uphill slope towards the east.

The site is relatively flat, with an uphill slope towards the east and mostly developed with structures and parking lots at the middle and western portion of the site. The property is located in a developed, urban neighborhood with limited trees and vegetation around the developed areas. Along the perimeter of the property more trees exist. The project is bounded by Rudnick Avenue to the west, Miranda Street to the north, Philliprimm Street to the south and single-family residential homes to the east.

The site is zoned A1-1 with a Low Residential General Plan Land Use Designation. The existing use is for a Church, Sunday School, drive-through and pick-up food pantry, kids play yard, worship sanctuary, offices and kitchen.

Surrounding Conditions:

The proposed project is surrounded to the southwest by Woodland Hills Private School, a now vacant parcel due to demolition of a school to the west and single-family residences to the north and east.

Current Planning Information:

The site is zoned A1-1 with a Low Residential General Plan Land Use Designation. There are two Zoning Information's associated with the property, which are: 1) ZI-2427 Freeway Adjacent Advisory Notice for Sensitive Uses; and 2) ZI-2438 Equine Keeping in the City of Los Angeles. Medium non-residential market is the category for the affordable housing linkage fee. The site is located within 500' of the Woodland Hills Recreation Center, which is identified as a park zone.

Table 1 – Site Specific and Planning Information

Address	5700 Rudnick
APN	2146010015
General Plan	Low Residential
Zone	A1-1
Tract	TR 1000
Block	None
Lot	PT 1026
APC	South Valley
NC	Woodland Hills – Warner Center
Planning Area/Community Plan	Canoga Park - Winnetka - Woodland Hills - West Hills
500' School	Yes, Woodland Private School
Specific Plan Area	None
Prior Planning Cases	ZA-1987-16592-PAD ZA-1974-21371 BZA-2240-C
Ordinance	ORD-129279

Proposed Project:

The proposed project will be a two-phase single-story development with a total gross SF of 6,646 SF, of which phase-one will consist of 4,390 GSF and phase-two will consist of 2,256 GSF. The new building is being proposed since the current building is not efficient for current operations. The proposed new building will allow current operations to run more efficiently while maintaining the same level of service. The proposed project is not an expansion of operations. The new building will include a kitchen, storage areas, pallet area, cooler room, work room area, offices, community multi-purpose rooms, and vehicular drop-off and pick-up of food distribution, restrooms, electrical room and pantry. The new building will add to the existing on-site structures for a total of 28,265 SF. The existing FAR is approximately 12% and the proposed project will increase the FAR to approximately 15%. Significantly less than what is permitted, the allowed FAR for the site is 3:1.

The new building footprint is approximately 6,646 SF, which is approximately 3% lot coverage. The existing building lot coverage is 21,619 SF and the total, with the new expansion is approximately 28,265 SF or 15%.

An expanded 16,811 SF parking lot will be added to the site, which currently has 28,884 SF, for a total of 45,695 SF of parking area or approximately 25%.

The proposed project will increase the existing 18,604 SF paved/land area, with approximately 10,813 SF for a site total of paving and hardscape of 29,417 SF or 16%.

With the proposed expansion, the site's existing 115,919 SF of undeveloped land will be reduced by 34,270 SF for a total of approximately 81,649 SF or 44%.

The proposed project includes the expansion of the existing parking from 101 parking stalls to approximately 135 parking stalls and a vehicular queuing for three cars, with a canopy for pick-

up and drop-off of the existing food distribution services. The existing required parking spaces is 101 and with the expansion the required parking is 119. With the proposed project, the site will have approximately 16 additional parking spaces. Three of the new parking spaces will be accessible parking for a total of eight. Approximately 30% of the parking stalls will be for compact use, which totals 40 stalls. Approximately 10% of the parking spaces will be allocated towards EV, which 4 spaces for EV have been provided.

The proposed project would also have a 1,756 SF solar panel array along the hillside.

The proposed expansion would allocate an estimated 852 SF for the kitchen, three office spaces totaling approximately 408 SF, a service area approximately 352 SF, warehouse approximately 2,390 SF, two open workrooms totaling approximately 746 SF, two community rooms totaling approximately 1,062 SF and various rooms, which include, but are not limited to restrooms, electrical room, storage/supply, and janitorial room. Rooms may adjust during permit process.

The proposed project would not include any demolition of the existing building footprints. The high-quality exterior elevations would be upgraded to resemble a single-family residence and Church building to enhance the pedestrian-friendly environment and experience as well as enhance the neighborhood.

The current zone is A1-1 which has an allowed FAR of 3:1 The building height is approximately 32', which is 13' less than the permissible 45' height maximum. The permissible setbacks are 25' for front, side and rear yards. The proposed site setbacks are 125' – 4" in the front, 140'-11" and 347'-9" in the sides, and 61"-6" at the rear.

The required bicycle parking is 2 for short-term and 2 for long-term for both industrial and office space. For both uses and 2 bicycle spaces for each that total is 8 bicycle spaces and the proposed project will have 8 bicycle spaces, as required.

The site will have approximately 708 cy of on-site grading, primarily for site preparation work. An additional 20% of cy will be added to the 708 cy of export to consider all earth-material and soil expansion expected to be hauled. As such, the added 20% exported total is approximately 850 cy.

On-site landscape will have approximately 2,737 SF of permeable paving area. Two trees will be removed as a result of the expansion of the Church and Food Pantry use. Approximately 21 new trees as well as various shrubs will be planted throughout the site, as shown on the landscape plan. The site will have approximately 7,200 SF of landscape area or .04%, which does not include the on-site, undisturbed area.

Additional scope of work, as noted on the civil grading plan associated with the proposed project includes the removal of existing on and off-site conditions such as: two trees, asphalt pavement and base, wall, driveway, parkway drain, portion of the concrete swale, drain, and concrete curb. The scope will include the protection of existing wall and fence and concrete walkway. The scope will add the following: two outdoor eating areas, covered walkway, drive-thru canopy, hillside solar panel arrays, parking area striping, retaining wall, construct under driveway and sidewalk rectangular drain pipe size 2, 3 and 5, install 4" PVC pipe, install area drain, install inlet behind retaining wall, construct concrete swale, construct 3x3 site opening

catch basin, curb and gutter, curb drains, cross gutter, perforated PVD, infiltration trench, pervious asphalt and driveway, and pervious concrete walkway.

The property owner will maintain ownership and partner with the operator of the Food Pantry use to ensure the use enhances, compliments and protects the neighborhood. For instance, as part of this partnership anti-graffiti measures will be incorporated into the design of the building as well as enhanced landscaping.

Operation of Food Pantry

The Pantry operates under the church's 501c3, but the Pantry also functions independently. It's a coalition of religious organizations and social and community groups.

The church will have access and use of the building on the weekends when the Pantry is not in use. The meeting room and kitchen might be used for breakfasts on Sunday mornings or for other Church related matters. The primary purpose of the expansion, is for the continued, existing social services that occur Monday thru Friday, 7:00am to 2:30pm, Monday through Thursday and 7:00a to 12:30pm, Fridays for volunteers, clients and staff. Staff will often times work until 6pm during the week.

The food pantry facility will have approximately seven employees and approximately 33 volunteers each day. Staff starts their day at 7am and ends their day between 4pm and 5pm, on occasion this can be later. There are volunteers who assist with data entry, thank you notes, website work, etc. There are more than 200 active volunteers. Most on-site volunteer shifts are three hours.

The Food Pantry opens to the public for food distribution at 9:30am weekdays and closes at 2pm Monday thru Thursday. On Friday, it closes to the public at Noon. The Food Pantry remains open for an additional 30 minutes through the week to ensure all those in line are served and the volunteers can prepare to close the daily activities.

There are no specific appointment times to obtain meals. The Food Pantry has offered an in-person, pick-up operation and as a result of the pandemic, that service was vastly expanded and operated with huge success. The pick-up food is either handed over to individuals in cars or via a walk-up window for service.

The Pantry delivers approximately 14 pallets of shelf stable food (cans and packaged dry goods) at least once a week. Volunteers, and staff pick up food daily (in cars, trucks and vans) from 10 local grocery stores and brings that food back to the kitchen headquarters.

There are a group of volunteers that go to a designated store at a requested time, usually between 7:30 to 8:00am. This food is loaded into the SUV/Truck/Van and brought to the Pantry. Staff and Volunteers are at the Pantry ready to unload the vehicles and sort the donated food. Veggies/fruit/bread/meat/dairy are separated in different containers and some ends up in the dumpster.

The building will be updated in the following ways:

- Security will be state-of-the-art and include well-lit facilities, video surveillance, and door access to deter the likelihood of crime occurring near the property.
- There will be additional exterior cameras and lighting along the building and perimeter of the building.
- Anti-graffiti paint will be used to maintain the aesthetics and visual appearance.
- High energy efficient units will be utilized to minimize temperature fluctuations, coupled with occupancy sensors.

Summary of Requests:

The following items are the requested discretionary actions:

- 1) CUP
 - a. Code Section 12.24M of the LAMC
 - i. For background, the Church went through this process in 2002 for the expansion of a 3,800 SF building, and 1987 for a small addition and remodel. The original Conditional Approval appears to be from 1963.
- 2) Environmental Assessment Form for Categorical Exemption 32

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