



City Of Riverside
Planning Division
3900 Main Street 3rd Floor
Riverside, CA 92522

RE: 7680 Casa Blanca St Riverside, CA 92504 APN: 230-243-003

PROJECT PROPOSAL

Vista Norte Public Charter School requests a Conditional Use Permit for our charter school organization that is operating as a partnership with Casa Blanca Home of Neighborly Services, located at 7680 Casa Blanca St, Riverside CA 92504. There are two existing buildings on the parcel, Building A (2,378 sqft) and Building B (2,306 sqft); no construction or landscaping work to be done to the existing parcel or buildings.

Vista Norte is a unique charter concept and is a not-for-profit organization that offers a personalized education program for students who need an independent study approach in meeting their academic needs. Our program offers the flexibility demanded by students who are seeking an alternative to the traditional educational structure. We provide students with a non-traditional setting which includes teachers accredited by the State of California, tutors, and a facility referred to as a “Resource Center” which students attend to fulfill their educational responsibilities. Because the Resource Center does not provide classroom instruction for 80% or more of the student’s instructional time, it cannot be classified as a school site as per Educational Code 47605.

The student base consists of students aged 14-23, who are on average at-risk or low income. All our educational program activities will occur within the enclosed building and no recreation activities or facilities are needed. Therefore, the use of the property will be similar to the activity of an office or light commercial use. Our independent study program is in the best interest of public convenience and necessity because it offers an opportunity for youths who otherwise would not attend a traditional high school due to economic or medical hardship, the opportunity to achieve a general education and diploma recognized by the state of California, while drawing more pedestrians to the area throughout the day. We are accredited by the Western Association of Schools and Colleges.

Our program takes great pride in providing students a Resource Center that has the look and feel of a friendly business office. Students are treated with the same professionalism they notice in the appearance of the facility they attend. It is in the Resource Center that students have predetermined appointments, every week, with their designated teacher/tutor to submit and discuss previous assignments, have assignments evaluated, receive new assignments and participate in assessments. Student assignments are expected to be completed at the student’s home, and therefore, these weekly meetings between the teacher and student are designed to last approximately one to two hours. The students’ appointments are set up on the day of orientation for their entire learning period and re-evaluated as needs change. In addition, students have the option of taking several career technical educational (CTE) programs, and are encouraged to attend seminars designed to mimic the feel and function of a college schedule where they can get assistance in small groups on some more challenging subjects. We also offer tutoring on site to assist the students with their assignments.

We have 10 teachers and 5 support staff, office hours are 7:30am to 4:30pm, but the facility will hold hours 7:30am to 8:00pm to accommodate after hours programs in congruence with CBHNS. We have three shifts for teachers, 7:30am to 1:30pm, 8am to 2pm, and 9am to 3pm. The teachers and students occupy building A, where instruction and tutoring are provided. Teachers have a maximum case load of 45 students per school year, seeing a maximum of 5 students per hour while still being able to offer 1on1 assistance, but average 2 students per hour. Students set up appointment times with their teacher during orientation upon enrollment, they will opt for either twice a week or daily appointments, depending on the need of the student. Our independent study model has student do the majority of their work at home only seeing teachers for additional support on subjects or for testing. **If** every teacher had a full schedule and operated at maximum capacity, we would have 5 students per hour, for a six-hour shift that would be 30 students per teacher per day. This would equate to a *maximum* of 300 students serviced throughout an entire day but would not have **more than 50 students** on campus at any given time. Keeping the building occupancy load well under the 101 allowed, building B has a 71 occupancy load and stays under 10 people at any given time as it is used for administrative purposes. Our Identimetries system tracks student arrival/departure and we have never shown more than 43 students on site at any given time; the last six months have had a max hour average of 23 students on site. (please see exhibit A, timeslot 10a-11a 546 total appointments for 23 weeks, **averages** to 23.73 students for that hour) **Our maximum enrollment will be 450 students.** These are with our independent study program, homeschool program, as well as our CTE program.

Casa Blanca Home of Neighborly Services is our partner at this location. They offer community programs, such as parenting classes, counseling, and music lessons, operating independently of Vista Norte, only overlapping via referrals. Their programs, other than the daily food pantry, operate exclusively after 5pm. CBHNS office hours are Monday through Friday 8:00am-5:00pm within Building B and only occupy two offices. We utilize building B for administrative purposes and students would only occupy on an individual level as needed for administrative conversations. CBHNS supply students with lunches and will receive referrals from our staff for housing or other needs and students are free to engage in programs offered. They currently have 3 staff members able to provide support to the community and provide food for families in need, Monday through Friday 9am-4pm, utilizing no more than two parking spots with a weekly food drive, held on Wednesdays 10am to 11am.

All programs take place in Building B. When VN has a student or student family in need, we will refer them to CBHNS. When CBHNS has a family with a youth who is not in school or in need of an alternative program, they refer them to Vista Norte. The community has come to know this location for both Casa Blanca Home of Neighborly Services and Vista Norte.

We hope this summary of our combined usage helps with understanding our program. Please don't hesitate to contact myself or my team for any further questions.

We appreciate your time and attention
In service,



Travis Chopp

Facilities Coordinator

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