

Appendix N

Public Services Correspondences

From: [Kien Chin](#)
To: [Oscar Escobar](#)
Cc: [Perla Garcia](#)
Subject: FW: Fire Protection Services Questionnaire for the proposed Downtown Thousand Oaks Project
Date: Friday, September 26, 2025 10:57:28 AM
Attachments: [image001.png](#)
[Fire Protection Services Letter County of Los Angeles Fire Department.pdf](#)

Hello Mr. Escobar,

Normally, your request would need to be requested through Epic-LA so that environmental info requests will be responded to in a timely manner. Since this project site is not located in Los Angeles County, but Ventura County, the attached does not apply to the County of Los Angeles Fire Department. If you have any questions, please let me know. Thank you.

From: Oscar Escobar <oscare@csgengr.com>
Sent: Thursday, September 25, 2025 4:22 PM
To: Kien Chin <Kien.Chin@fire.lacounty.gov>
Cc: Walter Collins <Wally.Collins@fire.lacounty.gov>; Jennifer Levenson <Jennifer.Levenson@fire.lacounty.gov>
Subject: Fire Protection Services Questionnaire for the proposed Downtown Thousand Oaks Project

CAUTION: External Email. Proceed Responsibly.

Hello Mr. Chin,

The City of Thousand Oaks (City) has retained CSG Consultants, Inc. (CSG) to assist with environmental review pursuant to the California Environmental Quality Act (CEQA) for the proposed Downtown Thousand Oaks Project (project) generally located at 2100 East Thousand Oaks Boulevard. CSG is currently preparing an Environmental Impact Report, which includes evaluating existing public services and analyzing potential impacts associated with the proposed project. Enclosed in this packet are a questionnaire, project description, and site vicinity and site plan exhibits associated with the proposed project for reference. Agency input on the attached questionnaire is requested by **October 23, 2025**, in alignment with the City's project schedule. We greatly appreciate your assistance and welcome any questions or requests for clarification. If this correspondence is more appropriately directed to another agency staff member, we kindly request that it be forwarded to the appropriate individual for review.

For any City-specific correspondence, please contact Justine Kendall, AICP, Senior

Planner, who may be reached at (805) 449-2355 or via email at jkendall@toaks.gov.

Please confirm receipt of this email at your earliest convenience.

Best regards,

Oscar

Oscar Escobar

Environmental Project Manager



CSG Consultants, Inc.

3707 W. Garden Grove Blvd, Ste 100, Orange, CA 92868

www.csgengr.com

oscare@csgengr.com

714.568.1010 *main*

714.815.2757 *direct*

714.568.1028 *fax*

Fire Protection Services Questionnaire for the proposed Downtown Thousand Oaks Project

- 1. Please indicate the name and location of the fire station(s) that serve the project area. Also, indicate the equipment, personnel, and emergency medical services available at each station.**

Primary Response Station:

The primary fire station serving this area is Fire Station 31, located at 151 Duesenberg Drive, Thousand Oaks, CA 91362. This station is equipped with a Medic Rescue Engine and staffed by one Captain, one Engineer, two Firefighters, and one Firefighter/Paramedic, totaling five personnel. This unit is staffed to provide ALS medical services.

Secondary Response Station:

The secondary station is Fire Station 30, located at 325 W. Hillcrest Drive, Thousand Oaks, CA 91360. It has one engine, staffed with a Captain, an Engineer, and a Firefighter, as well as one Rescue Ambulance staffed by two firefighter-paramedics. The Rescue Ambulance is equipped to provide ALS medical services.

- 2. What is the approximate response time to the project site from each station?**

First Alarm Structure with Estimated Time of Arrivals

(4 Engines, 2 Support Companies, 2 Battalion Chiefs, 1 Rescue Ambulance)

- MRE31 – 2:13
- E30 – 4:00
- RA30 – 4:00
- E37 – 6:05
- ME34 – 6:33
- E35 – 6:55
- T35 – 6:55
- Thousand Oaks Battalion Chief – 4:00
- Camarillo Battalion Chief – 13:28

- 3. Are there any current plans for expansion of fire protection facilities, services, or staff, or to construct a new facility that would serve the City?**

A demolition is planned for Fire Station 31 at 151 Duesenberg Drive, Thousand Oaks, CA 91362. The process is in its early stages, including the selection of an architect, to construct a new two-story station on the same site. The projected completion date for the new station is mid-2028.

4. Would the proposed project substantially increase response times or create a substantial increase in demand for fire protection staff, facilities, equipment, etc.?

The proposed project would not substantially increase response time or create a significant increase in demand for fire protection staff, facilities, or equipment.

Based on the 2017 Regional Fire Services Standards of Cover Analysis, it was determined that the Fire District maintains an average response time within 8:30 minutes for calls in suburban areas 90-percent of the time from the receipt of the 9-1-1 call in the fire dispatch center. This equates to a 90-second dispatch time, 2:00 minute company turnout time, and a 5:00 minute drive time in the most populated areas. The Downtown project is located in the heart of the City of Thousand Oaks within 1.3 miles of Fire Station 31 off Duesenberg Dr. Therefore, we can project the response time for incidents at the Downtown project to be well within the average 8:30 response time benchmark. Additionally, Operations staff has confirmed that Station 31 will be remodeled to accommodate a ladder truck with plans to also add a Rescue Ambulance, which will further increase the response capabilities for the immediate responding Station serving the Downtown project. Given these provisions, the proposed project will not create a substantial impact in response times to Station 31 or neighboring stations, and there will not be a significant increased demand for staff, facilities, or equipment with the additional apparatus added to Station 31's response capabilities.

5. Please indicate any development impact fees required for new developments.

The proposed project has a commercial component of approximately 660,243 square feet along with a hotel with 142 rooms and an apartment with 240 rooms. Below is an approximate breakdown of fire impact fees based on the information provided.

	Square Feet	Non dwelling fee per sq ft	Total fee
Commercial Building	660,243	0.11	\$72,626.73
	Rooms	Multi-Dwelling Fee	Total fee
Hotel	142	170.95	\$ 24,274.90
Apartment	240	170.95	\$41,028.00

6. How many projected calls would come from the proposed project in a year?

Although we cannot precisely predict the number of calls generated from the development, we can estimate an average worst-case scenario based on the total square footage and number of units.

There is approximately 662,000 gross square feet of new development proposed across the new buildings which includes 142 hotel units and 240 apartment units. With 380 residential units total, we can estimate 380 calls divided out over a full year to be approximately 1 call

per day related to the residential areas. For the commercial/public space, which also includes the amphitheater space, an additional 120 calls per year is anticipated for a total of 500 calls per year.

7. **Do you anticipate that the required fees and taxes provided by new developments associated with the proposed project will adequately mitigate the expected increase in fire and emergency medical service demand?**

We anticipate the required fees will cover cost of staff involved in reviewing construction documents and required inspections. The anticipated taxes from the new development will not cover expected increase in fire and emergency medical demand.

8. **Do you anticipate that implementation of the proposed project would result in the need for physical additions to your agency (i.e., construction of new fire stations)?**

No, physical additions of fire stations will not be needed as Fire Station 31 will be remodeled on its current site (address on Duesenberg) to accommodate the increased need for a ladder truck on the east end of the Conejo Valley and the additional call volume generated by this proposed development.

9. **Do you have any required or recommended mitigation measures for significant impacts?**

We anticipate adding an aerial apparatus (ladder truck) to Fire Station 31 as well as a future Rescue Ambulance to accommodate the increased needs of this development in Conejo Valley.

10. **Is there any other relevant information regarding potential impacts of the project that we should include in the Environmental Impact Report?** Not that County Fire is aware of. As always, with any report or findings we may have missed something. We appreciate the collaboration and opportunity to answer these questions.

- 1) *Please list and describe existing library facilities serving the project site/area. Are these facilities adequate.*
 - a. The Grant R Brimhall Library is an 84,000 sq. ft. facility that includes a 3600-gallon saltwater aquarium.
 - b. The Newbury Park Library is a 31,000 sq. ft facility. This site also features a 3,000 sq. ft., reservable art gallery that is open to the community.

Collectively, the libraries are staffed by 50 FTE's, and approximately 130 volunteers contribute their time to various library projects and programs. The Library's collection includes over 350,000 physical items, and the Library Division schedules hundreds of programs throughout the year that typically attract over 30,000 attendees annually.

While the libraries certainly serve the neighborhoods in which they are located, the library community would benefit from another location, preferably near communities with the greatest established need.

- 2) *What programs/services does the library currently offer?*

The Thousand Oaks Library currently offers several community-wide events, such as our annual "One City, One Book", citywide book club, our Summer Reading Club, and "LibCon," which is a celebration of popular culture that typically attracts more than 5,000 visitors over two days.

We also offer numerous storytimes for children, literacy programs such as "Homework Help," "Reading Buddies," "Dog Days," as well as a host of instructional programming covering topics such as ranging from Microsoft Word basics, to identifying misinformation in social media, as well as the print and broadcast media.

- 3) *Are there any planned additions to existing library resources or facilities?*

We are planning to establish a more robust outreach presence, so we can take library and instructional services to the locations most in need of those services.

- 4) *How are library service needs/standards determined?*

We recently completed a comprehensive space planning project that included several focus groups with our patrons, during which we asked what programs and services they like, dislike, and/or want more of.

We also survey programs attendees as they leave our events to see what they enjoyed or disapproved of, and gauge attendance and feedback in all our programs. For our collections, we constantly analyze circulation data to get a sense of what is most and least popular, and we review professional literature and patron suggestions to help guide purchasing decisions.

- 5) *What are the current sources of revenue or funds for the library? Are there any new developments assessed fees, and if so, what are the amounts?*

The Library is a division of City government. Our budget is drawn from a property tax assessment, and we receive additional support from the general fund as require.

We also receive a small amount of funding from the Friends of the Thousand Oaks Library that helps cover some of our collections and programming costs. There are no new developments-assessed fees.

- 6) *Do you anticipate any significant impacts from the project on current services and capacity at the library?*

No significant impacts from the project are anticipated.

- 7) *Do you anticipate that the project implementation would result in the need for physical additions to the library?*

No physical additions to the library are anticipated as a consequence of implementing this project.

- 8) *Is there any other relevant information regarding potential impacts of the project that we should include in the Environmental Impact Report.*

No other relevant information regarding potential impacts of the project needs to be included in the Environmental Impact Report.

1. Please indicate the location of the police or sheriff station that serves the project area.

Thousand Oaks Police / Sheriff Station. 2101 East Olsen Rd. Thousand Oaks, Ca. 91360

2. What is the geographical area and total population that is served by the station?

City of Thousand Oaks / Population of 124,229 (2024 /2025), current rate decline of -.092% annually

3. How many law enforcement officers and patrol cars presently serve the project area vicinity? Does your agency have an established target staffing level (i.e., personnel/population)?

City is served by 93 sworn officers. No established staffing level using personnel to population ratio

six (6) Patrol Deputies (24 hours, 7-day units)

six (6) Patrol Deputies (12 hours, 7-day units)

Two (2) Homeless Liaison Deputies (10 hours, 4-day units)

Two (2) Traffic Deputies (12 hours, 7-day units)

Six (6) Motor Deputies (10 hours, 4-day units)

Two (2) Patrol Sergeants (24 hours, 7-day units)

4. What is the City's target response time? Is the City currently meeting these times? What is the approximate response time to the project site?

Average response times from receiving initial call for service to deputies on scene for priority #1 calls within city is approximately 8.4 minutes. Current response times are being met. Average response times from receiving initial call for service to deputies on scene for priority #1 calls within the project site are approximately 8.25 minutes.

5. How many projected calls would result from the proposed project per year?

Calls for service in the project area are estimated to increase by approximately 41 calls per year. Estimate is based on number of calls for service to similar new developments in the surrounding area.

6. Are there any plans for facility expansion or new facilities? Please provide as much detail as possible. Where does your agency acquire funding for new facilities?

No plans for expansion or new facilities.

7. Please indicate any development impact fees required for new developments.

Refer to city.

8. Do you anticipate any significant impacts associated with the proposed project on current service within the city, such as increasing service calls, increasing response times, or the need for additional

personnel or patrol cars? Please provide generation factors if it is determined that additional personnel or patrol cars are required.

Impact will be negligible.

9. Do you have any required or recommended mitigation measures for significant impacts?

No.

10. Do you anticipate that implementation of the proposed project would result in the need for physical additions to your agency (i.e., construction of new police stations)?

No, anticipated implementation of physical additions.

11. Is there any other relevant information regarding potential impacts of the project that we should include in the Environmental Impact Report?

No.



Conejo Recreation & Park District

October 16, 2025

Recreation and Park Services Questionnaire for the proposed Downtown Thousand Oaks Project

1. What is the current total acreage of parkland within the City?

The Conejo Recreation and Park District (CRPD) provides 740 total acres with 599 acres developed of District-wide, Community, Playfield, and Neighborhood Parks. This figure does not include the over 12,700 acres of Regional Park or Open Space designated parkland.

2. Does the City have an adopted parkland-to-population standard?

The CRPD provides parkland and recreation programming for residents of the City of Thousand Oaks. Per CRPD’s Master Plan – the standard is 10 acres of developed parkland to 1,000 residents.

- 5 acres for neighborhood, playfield, and community parks
- 5 acres for District-wide parks

Please visit the following link to review the [2025 CRPD Master Plan](#).

The City of Thousand Oaks has approved an ordinance upon which CRPD relies for fees for parkland purchases and improvements for new residential projects. The standard is 9 acres of developed parkland to 1,000 residents. Additionally, per the City’s General Plan, 10+ acre residential developments are required to have an on-site park. As this project is 17+ acres, there is a requirement for a park to be provided.

3. Please indicate the location of the facilities that serve the project site. (Please include the distance from the site and size of the facility.)

Per the CRPD Master Plan, the project site is located in Planning Zone F and Neighborhood Planning Area 19. See below for the park facilities serving and distance from the project.

Neighborhood Parks

El Parque de la Paz (4.8 acres)	0.36 mi
Beyer Park (4 acres)	0.41 mi
Estella Park (1.9 acres)	0.38 mi

Playfield / Community Parks

North Ranch Playfield (12 acres)	5.15 mi
Triunfo Community Park (23.4 acres)	2.10 mi

ADMINISTRATIVE OFFICES

403 West Hillcrest Drive , Thousand Oaks, CA 91360-4223

805 -495 -6471 | 805 -497 -3199 | parks@crpd.org | www.crpd.org

4. What are the generation factors for the proposed land use?

240 units x 2.05 density factor* for multifamily residential = 492 people

*Per 2020 City of Thousand Oaks Census Data

492 people / 1000 people = 0.492

0.492 x 5 park acres = 2.46 total park acres

Per the CRPD Master Plan see below for a detailed breakdown of needs per park type

1.23 acres for Neighborhood Parks

0.615 acres for Playfield

0.615 acres for Community Parks

5. Please indicate if there will be any required fees or parkland dedication to help mitigate potential impacts to park and recreation facilities.

As the subject project will dedicate a developed 2-acre park which includes high-level recreational amenities that meet and exceed neighborhood and community park standards. The project park development will provide a beneficial effect and will mitigate parkland and recreational impacts of the project.

6. Do you anticipate that project implementation would result in the need for physical additions to your facilities (i.e., construction of new park and recreational facilities)?

As stated above the subject project parkland dedication and development will meet and exceed the needs of neighborhood and community park standards. Additionally, as this is a public owned and accessible park, once developed CRPD will account for this park development as part of the CRPD Master Plan.

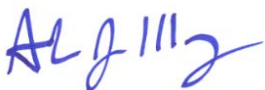
7. Do you have any required or recommended mitigation measures for significant impacts?

CRPD has no additional mitigation measures for the project.

8. Is there any other relevant information regarding potential impacts of the project that we should include in the Environmental Impact Report?

CRPD has no additional relevant information regarding potential impacts for the project.

Respectfully submitted by,



Andrew J. Mooney, Director
Parks and Planning

Mark W. McLaughlin, Ed.D.
Superintendent

Victor P. Hayek, Ed.D.
Deputy Superintendent, Business Services



September 26, 2025

CSG Consultants, Inc
Oscar Escobar – Environmental Project Manager
3707 W. Garden Grove Blvd, Suite 100
Orange, CA 92868

RE: 2100 East Thousand Oaks Blvd

Dear Mr. Escobar,

The following information is offered as of this date, in response to your request for impact data on the schools of the district relative to 2100 East Thousand Oaks Blvd, Thousand Oaks, CA.

This address falls within the District’s Study Area 03500 and the probable schools of attendance are as follows:

Elementary School (K-5)

Conejo Elementary School, 280 N. Conejo School Road, Thousand Oaks, CA 91362 (805) 495-7058

Middle School (6-8)

Colina Middle School, 1500 E. Hillcrest Dr, Thousand Oaks, CA 91362 (805) 495-7429

High School (9-12)

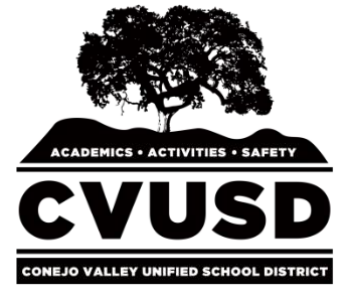
Westlake High School, 100 N. Lakeview Canyon Rd, Westlake Village, CA 91362 (805) 497-6711

Schools of attendance may change due to the possibility of future attendance boundary modifications or other adjustments made by the district.

	Conejo Elem	Colina Middle School	Westlake High School
Actual Pupils as of 09-26-2025	276	785	1740
Current Capacity	879	1520	2349
Distance from/to in miles	0.5	1.4	3.2

Mark W. McLaughlin, Ed.D.
Superintendent

Victor P. Hayek, Ed.D.
Deputy Superintendent, Business Services



Developer Fees are collected under the guidelines of Assembly Bill 2926, Section 17620 in the California Government Code. The current rate for Residential habitable space is \$3.36, and \$.54 Commercial per square foot. These funds are used for school modernization, infrastructure improvements, and essential services that are necessitated by the growth generated from new development projects.

Let us know if there is any other information that might be needed as you work through the environmental review process.

Sincerely,

D. Hanna

Debra Hanna
Planning Specialist