Appendix D

Biologist's Statement of Biological Resources

APPLICATIONS

BIOLOGIST'S STATEMENT OF BIOLOGICAL RESOURCES

The California Environmental Quality Act (CEQA) directs public agencies to assess and disclose the environmental effects of the projects it approves. In determining whether a proposed project is subject to CEQA, the City of Los Angeles is required to consider any potentially adverse impacts the project may have on biological resources. Failure by a project applicant to disclose known biological resources on the project site may result in a violation of CEQA.

Date of Site Visit: **09/02/2025**

Project Address or APN(s)[1]:

Does the project site contain certain known biological resources, and if so, will the project require biological analysis by a qualified biologist? (Follow the instructions for each respective answer.)

☒**Yes.** The project site contains one or more of the following biological resources: (Check all that apply)

- Water Resources, including but not limited to, streams, wetlands, or other permanent / seasonal water bodies

☒ Protected Trees and/or Shrubs (See Appendix A)

- For projects that contain protected trees and shrubs that may be impacted or removed as the result of a project, a Tree Disclosure Statement (CP-4067) and/or a Tree Report (CP-4068) will need to be filed.

☒ California Natural Diversity Database (CNDDB) records of sensitive and special status species within the appropriate United States Geological Survey (USGS) quadrangle and/or within a 0.25-mile radius of the project site

- Other: (Describe below)

- **No.** The project site does not contain any of the above biological resources.

*If **No**, sign and return the form (plus Appendix B attachments) to the appropriate department within the City of Los Angeles at the time of filing for permits/entitlements.*

1 Include the entire site, not just the development footprint.

*If **Yes**, will the project remove or possibly create a substantial effect on any of the above marked biological resources?*

☐ **Yes.** The project will require biological resources analysis (Biological Resources Report by a Qualified Biologist. (See Appendix A)

Please describe which of the above biological resources may be affected by the project:

☒ **No.** The project site will not remove or possibly create a substantial effect on any of the above biological resources.

Please describe how the project will not remove or possibly create a substantial effect on the biological resources:

There are historic CNDBB records for western bristly scaleseed (*Atriplex truncata* var. *bracteosa*), white rabbit-tobacco (*Pseudognaphalium leucocephalum*), and Davidson's bushmallow (*Malacothamnus davidsonii*) within the vicinity of the project site. However, no individuals or suitable habitat for these species were observed in the areas proposed for work. Therefore, the project will not remove or create a substantial effect on these species.

Two protected coast live oaks (*Quercus agrifolia*) were observed within the remodeling area. The live coastal oaks will not be affected by the proposed work. No removal of these or other protected trees is anticipated to facilitate the project as detailed in the Arborist Report completed for the site.

*If **No**, sign and return the form (plus Appendix B attachments) to the appropriate department within the City of Los Angeles at the time of filing for permits/entitlements.*

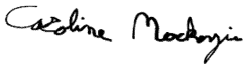
Qualified Biologist Credentials
(only to be completed by the Qualified Biologist of hire)

I attest that I am a Qualified Biologist who meets the following criteria:

> ***Qualified Biologist.*** *A person with the appropriate education, training, and experience to conduct biological surveys, monitor Project activities that have the potential to affect biological resources, provide construction worker education programs related to the protection of biological resources, and supervise or perform other tasks related to biological resources; possesses a Bachelor of Science degree or Bachelor of Arts degree in biology, ecology, or a related environmental science; has at least five years of professional experience that requires knowledge of natural history, habitat affinities, and identification of flora and fauna species, and relevant local, state and federal laws and regulations governing the protection of biological resources; and meets the CDFW qualifications for botanical field surveyors.*

I attest to the accuracy, to the best of my professional qualifications, of the habitat determination made above and the analysis supporting that determination.

Name of Qualified Biologist: Caroline MacKenzie

Signed Attestation of Qualifications and Accuracy: 

Date Signed: 09/05/2025

Names of Additional Biologists:

Company Name & Contact Information:

Sapphos Environmental Inc.
430 N. Halstead St
Pasadena CA 91107

APPENDIX A - REFERENCES

Qualified Biologist. A person with the appropriate education, training, and experience to conduct biological surveys, monitor Project activities that have the potential to affect biological resources, provide construction worker education programs related to the protection of biological resources, and supervise or perform other tasks related to biological resources; possesses a Bachelor of Science degree or Bachelor of Arts degree in biology, ecology, or a related environmental science; has at least five years of professional experience that requires knowledge of natural history, habitat affinities, and identification of flora and fauna species, and relevant local, state and federal laws and regulations governing the protection of biological resources; and meets the California Department of Fish and Wildlife (CDFW) qualifications for botanical field surveyors.

Protected Trees & Shrubs

As defined in the Protected Tree Ordinance (Ord. No. 186,873), the minimum size requirement for a protected tree is four inches or more in cumulative diameter, four and one-half feet above the ground level at the base of the tree. The minimum size requirement for a protected shrub is four inches or more in cumulative diameter, four and one-half feet above the ground level at the base of the shrub.

For reference purposes only, additional guidance and species identification information can be found in the Photographic Guide to the City of Los Angeles Protected Trees and Shrubs: https://streetsla.lacity.org/files/los-angeles-protected-trees-photo-guide-2024-septpdf

- Oak, including valley oak (*Quercus lobota*) and coast live oak (*Quercus agrifolia*), or any other tree of the oak genus indigenous to California but excluding the California scrub oak (*Quercus berberidifolia*)
- Southern California black walnut (*Juglans californica*)
- Western sycamore (*Platanus racemosa*)
- California bay (*Umbellularia californica*)
- Mexican elderberry (*Sambucus mexicana*)
- Toyon (*Heteromeles arbutifolia*)

APPENDIX B - REQUIRED DOCUMENTS

- Site Plan
- Tree Disclosure Statement
- Biologist Proof of Qualifications
- Applicant’s Declaration of Biological Resources

VILLAGE CHRISTIAN SCHOOL (GRADES K-12)

8930 VILLAGE AVENUE
SUN VALLEY, CA 91352

PROJECT INFORMATION

PROJECT ADDRESS: 8930 VILLAGE AVE - SUN VALLEY, CA 91352 (APN. 2404001019)
ZONING: A2-1-K
SETBACKS:
FRONT YARD: MAX. 25' (20% OF LOT DEPTH)
SIDE YARD: MAX. 25' (10% OF LOT WIDTH, MIN. 3' BETWEEN BUILDINGS)
REAR YARD: MAX. 25' (25% OF LOT DEPTH)
FAR: 3:1
BUILDING HEIGHT: MAX. 45'
LEGAL DESCRIPTION:
REFER TO TITLE REPORT.
LOT AREA: 1,220,717.7 GSF (28.02 ACRES)

SCOPE OF WORK:

PHASE I:
CONSTRUCTION A NEW GYMNASIUM WITH TRAINING FACILITY. CONSTRUCTION A 1-STORY ANNEX BUILDING ADJACENT TO THE GYMNASIUM. THE ANNEX BUILDING WILL PROVIDE (3) SPECIALTY CLASSROOMS FOR THE ARTS.
BOTH BUILDINGS WILL BE FULLY-SPRINKLERED.
LANDSCAPING/HARDSCAPING WILL SURROUND THE NEW STRUCTURES.
PROPOSED EMERGENCY/FIRE ACCESS ROAD FROM VILLAGE AVENUE TO CONNECT TO THE REAR OF THE PROJECT SITE. NO THROUGH TRAFFIC.
NEW RETAINING WALL ALONG THE SOUTH SIDE OF THE EMERGENCY/FIRE ACCESS ROAD TO THE REAR OF THE PROJECT SITE.
NEW RETAINING WALL NEAR THE NEW GYMNASIUM AND ANNEX BUILDINGS.
INSTALLATION OF FENCING AND GATES TO SECURE THE CAMPUS ALONG THE EMERGENCY/FIRE ACCESS ROAD.
NEW CONCRETE RAMP/STAIR FROM GYMNASIUM AND ANNEX BUILDING DOWN TO THE EXISTING FOOTBALL FIELD.
NO INCREASE TO STUDENT ENROLLMENT.

PHASE II:
TENANT IMPROVEMENT SCOPE FOR THE EXISTING ADMINISTRATION/CHAPEL/LIBRARY BUILDING. THE 1-STORY BUILDING WILL BE EXPANDED FOR ADDITIONAL OFFICES AND (3) SPECIALTY CLASSROOMS.

PHASE III:
TENANT IMPROVEMENT SCOPE FOR THE EXISTING 1-STORY CLASSROOM BUILDING #10. ADDITION OF A 2ND STORY TO PROVIDE 6 NEW CLASSROOMS.
LANDSCAPING/HARDSCAPING WILL ADORN THE RENOVATED STRUCTURES.
THESE BUILDINGS ARE NOT CURRENTLY FIRE-SPRINKLERED. THE TENANT IMPROVEMENT PROJECT WILL REQUIRE THE BUILDINGS TO BE FULLY-SPRINKLERED.
NO INCREASE TO STUDENT ENROLLMENT.

VICINITY MAP

PARTICIPANTS

OWNER:	VILLAGE CHRISTIAN SCHOOL 8930 VILLAGE AVENUE SUN VALLEY, CA 91352 TEL: 818-767-8382 TOM KONJOYAN (TOMK@VILLAGECHRISTIAN.ORG)
ARCHITECT OF RECORD:	RAFAEL FRANCO & ASSOCIATES, INC. 12345 VENTURA BLVD., STE. H STUDIO CITY, CA 91604 TEL: 818-754-2040 FAX: 818-754-2032 CONTACT: ARTHUR FERNANDEZ
CIVIL ENGINEER:	CCE DESIGN ASSOCIATES 771 E. DAILY DRIVE, SUITE 120 CAMARILLO, CA 93010 TEL: 805-329-5081 LICENSE: C 69614 CONTACT: RANDY CHAPMAN
LANDSCAPE ARCHITECT:	MJS LANDSCAPE ARCHITECTURE 507 30th STREET NEWPORT BEACH, CA 92663 TEL: 949-675-9964 LICENSE: #3235 CONTACT: MARK SCHATTINGER
ARBORIST:	CARLBERG ASSOCIATES 828 FIFTH STREET, SUITE 3 SANTA MONICA, CA 90403 TEL: 310-451-4804 LICENSE: WE-0575A CONTACT: CY CARLBERG

SHEET INDEX

A0.0	COVER SHEET, SHEET INDEX, PROJECT SITE INFO
~~A0.01~~	~~ZIMAS PARCEL PROFILE REPORT~~ OMIT
~~A0.02~~	~~ZIMAS PARCEL PROFILE REPORT~~ OMIT
A0.03	SAN GABRIEL/VERDUGO MOUNTAIN SPECIFIC PLAN
A0.10	MASTER SITE PLAN
A0.11	ENLARGED SITE PLAN - PROPOSED GYMNASIUM AND ANNEX BUILDINGS
A0.12	VEHICLE AND PEDESTRIAN TRAFFIC PLAN
~~A0.13~~	~~BOE EXHIBIT~~ OMIT
A1.10	GYM - PROPOSED FLOOR PLAN
A1.11	GYM - PROPOSED ROOF PLAN
A1.20	GYM - PROPOSED BUILDING ELEVATIONS
A1.30	GYM - PROPOSED BUILDING RENDERING
A1.31	GYM - PROPOSED BUILDING RENDERING
A2.10	ANNEX - PROPOSED FLOOR AND ROOF PLANS
A2.20	ANNEX - PROPOSED BUILDING ELEVATIONS
A2.30	ANNEX - PROPOSED BUILDING RENDERING
A3.01	BLDG 10 - EXISTING FLOOR AND ROOF PLANS
A3.02	BLDG 10 - EXISTING BUILDING ELEVATIONS
A3.10	BLDG 10 - PROPOSED FLOOR PLANS
A3.11	BLDG 10 - PROPOSED ROOF PLAN
~~A3.12~~	~~BLDG 10 - PROPOSED AREA OCCUPANCY PLANS~~ OMIT
A3.20	BLDG 10 - PROPOSED BUILDING ELEVATIONS
A4.01	ADMIN/CHAPEL/LIBRARY - EXISTING FLOOR PLAN
A4.02	ADMIN/CHAPEL/LIBRARY - EXISTING BUILDING ELEVATIONS
A4.10	ADMIN/CHAPEL/LIBRARY - PROPOSED FLOOR PLAN
A4.11	ADMIN/CHAPEL/LIBRARY - PROPOSED ROOF PLAN
~~A4.12~~	~~ADMIN/CHAPEL/LIBRARY - AREA OCCUPANCY PLAN AND CALCS~~ OMIT
A4.20	ADMIN/CHAPEL/LIBRARY - PROPOSED BUILDING ELEVATIONS
A4.21	ADMIN/CHAPEL/LIBRARY - PROPOSED BUILDING ELEVATIONS
A5.00	EXISTING CAMPUS PHOTOS
A5.01	EXISTING CAMPUS PHOTOS
A5.02	EXISTING CAMPUS PHOTOS
A6.00	PROPOSED COLORS AND MATERIALS
	TOPO SURVEY
1 OF 2	TOPOGRAPHIC SURVEY
2 OF 2	TOPOGRAPHIC SURVEY
	CIVIL
C1	COVER SHEET
C2	GRADING PLAN
C3	GRADING PLAN
	LANDSCAPE
L-1	PRELIMINARY LANDSCAPE PLAN
L-2	PLANTING PALETTE AND PLANTING NOTES
L-3	PLANT IMAGERY
L-4	EXISTING TREE PLAN
~~L-5~~	~~HYDROZONE PLAN AND IRRIGATION NOTES~~ OMIT

BUILDING NAME	(E) SQUARE FOOTAGE (GSF)	BLDG ADDITION AREA (GSF)	(N) BLDG AREA (GSF)	(E) STORIES	(N) STORIES	CONST. TYPE	(E) BLDG HT	(N) BLDG HT	BLDG HT CBC T504.3	BLDG USE
GYMNASIUM	-	-	18826	-	1 PLUS MEZZANINE	III-B	-	35'-0"	75'-0"	ASSEMBLY, EDUCATION
ANNEX (THEATER ARTS)	-	-	4023	-	1	III-B	-	19'-0"	75'-0"	EDUCATION
OFFICE/CHAPEL/LIBRARY	8600	5388	13988	1	1	V-B	19'-0"	22'-2"	40'-0"	ADMINISTRATION, ASSEMBLY, EDUCATION
BUILDING #10	5650	5660	11310	1	2	V-B	16'-0"	32'-7"	60'-0"	EDUCATION
PROPOSED GRAND TOTAL BLDG AREA (GSF)	14250	11048	48147	-	-	-	-	-	-	-

REFER TO SHEET A0.10 FOR ADDITIONAL INFORMATION REGARDING EXISTING BUILDINGS. PROPOSED GRAND TOTAL BLDG AREA EXCLUDES EXTERIOR COVERED WALKWAYS.

1 SCOPE OF WORK SITE PLAN
SCALE: 1" = 60 FEET

SITE PLAN LEGEND

- EXISTING BUILDING STRUCTURE TO REMAIN. N.I.C.
- TENANT IMPROVEMENT TO EXISTING BUILDING STRUCTURE
- NEW BUILDING STRUCTURE
- 25' MAX. YARD SETBACK LINE

PROJECT SITE SCOPE OF WORK

LOT AREA: 1,220,717.7 GSF (28.02 ACRES)
1,067,767.7 NSF (24.51 ACRES)

FAR: 3:1 = 1,220,717.7 GSF x 3 = 3,662,153.1 GSF
152,950 GSF (4.18% OF TOTAL GROSS LOT COVERAGE)

TOTAL GSF OF EXISTING DEVELOPMENT: 120,493 SF
TOTAL GSF TO BE DEMOLISHED: 1,440 SF
TOTAL GSF TO BE BUILT: 33,897 SF
TOTAL NSF TO BE BUILT: 31,174 SF
TOTAL GSF INCLUDING NEW DEVELOPMENT: 152,950 SF
(12.53% OF TOTAL GROSS SITE AREA)

NEW PLANTING AREA: 20,809 SF (1.70% OF TOTAL GROSS SITE AREA)
(1.95 % OF TOTAL NET SITE AREA)

NEW HARDSCAPE AREA: 20,348 SF (1.67% OF TOTAL GROSS SITE AREA)
(1.91% OF TOTAL NET SITE AREA)
EXCLUDES PARKING AREA AND NEW STREET

NEW ASPHALT PARKING AREAS AND DRIVE AISLES: 19,533 SF (1.6% OF TOTAL GROSS SITE AREA)
(1.83 % OF TOTAL NET SITE AREA)

NEW ASPHALT TO EXTEND EMERGENCY/FIRE ACCESS ROAD OUTSIDE PROPERTY LINE: 2,213 SF

APPROVAL STAMPS

Franco & Associates Inc.
12345 Ventura Blvd. H
Studio City, CA 91604
Tel 818 754-2030
Fax 818 754-2032
Architecture

PROJECT
VILLAGE CHRISTIAN SCHOOL
NEW SCOPE AND TENANT IMPROVEMENTS
8930 VILLAGE AVENUE
SUN VALLEY, CA 91352

REV	DESCRIPTION	DATE
	CASE MANAGEMENT MEETING	5/27/25
	CUP APPLICATION SUBMITTAL	11/3/25
	CUP APPLICATION RESUBMITTAL	1/12/26
	BOE EXHIBIT SUBMITTAL	4/17/26
	CUP APPLICATION RESUBMITTAL #2	4/21/26
	CUP APPLICATION RESUBMITTAL #3	6/5/26
	CUP APPLICATION RESUBMITTAL #4	6/24/26

LICENSED ARCHITECT TIMMY DON FRENCH C-26710 REN. 9-30-2027 STATE OF CALIFORNIA

PROJECT ADDRESS:
8930 VILLAGE AVENUE
SUN VALLEY
CALIFORNIA 91352

DRAWING TITLE
COVER SHEET
SHEET INDEX
PROJECT SITE INFO

DRAWN BY
ISSUE DATE 6/24/26
JOB NUMBER
DRAWING SCALE AS NOTED
APPROVED BY:

DRAWING NUMBER
A0.0

Caroline M. MacKenzie, MS

Biological Resources Coordinator

Masters of Science, Biology, California Polytechnic (expected Summer 2025)

Graduate Certificate in Conservation Biology, Colorado State University, 2021

Bachelor of Science in Wildlife Ecology, University of Maine, 2017

- *Wildlife Surveying and handling*
- *Interagency collaboration*
- *Small mammal research and monitoring*
- *Entomology*
- *Dendrology*
- *Project Management and development*
- *Habitat Suitability Modeling*

Years of Experience: 8

Relevant Experience

- *Endangered and Threatened Species research and monitoring*
- *Wildlife surveying*
- *Habitat Suitability Modeling*
- *Management Recommendations for Easements*
- *IACUC*

Caroline MacKenzie is a natural resource coordinator with Sapphos Environmental Inc with eight years of professional experience in the field of wildlife ecology. Ms. Mackenzie has focused on wildlife research, research design, wildlife spatial ecology, endangered species management as well as data collection in the areas of limnology, botany, entomology and instrumentation.

Ms. MacKenzie has supervised large-scale research on long-term data projects with multiple federal, state and non-profit agencies as well as provided data analysis and reporting of results. Ms. MacKenzie conducted research with federally and state threatened and endangered species across the San Joaquin Valley, including Giant Kangaroo Rat, Blunt-nose Leopard Lizard, San Joaquin Kit Fox and San Joaquin Antelope Squirrel within the BLM Carrizo Plain National Monument, Panoche Ciervo Hills and Tumey Hills, and easement ranch lands. She has worked as a surveyor for rare plants, burrow mounds for kangaroo rats, blunt-nose leopard lizards, San Joaquin kit fox and burrowing owls as part of the Pelican Jaw Solar Project. Ms. MacKenzie surveyed hundreds of Los Angeles tree species for the City of Los Angeles Valley Boulevard Multi-Modal Transportation Improvement Project, identifying species and taking measurements

Ms. MacKenzie has experience on large scale surveying for Kangaroo Rats and San Joaquin Antelope squirrel which consisted of diversity, density and demography data collection, animal handling following an IACUC, euthanasia, species identification and data analysis across thirty grid plots. As part of this project, she conducted transect surveys for lizards and mapped location and presence for Blunt-nose Leopard Lizards and spotlight surveying and mapping for San Joaquin Kit Fox. Ms. MacKenzie has led small mammal surveys collecting blood, fecal, ear and hair samples and recording demographic data, handling over one thousand small mammals. As part of this project she trapped, identified to species, and pinned beetles in accordance with project IACUC.

Outside of California, Ms. MacKenzie has led teams in small mammal and entomology research for the National Ecological Observatory Project in Washington and North Dakota, vegetation surveys for the Greater Sage Grouse with the Great Basin Institute and Forest Service in Nevada and implemented a dendrology survey in Sri Lanka for a new conservation easement.

Ms. MacKenzie is currently providing Construction monitoring for the Eaton Reservoir Post Fire Maintenance Project in compliance with the Master Streambed Alteration Agreement, including water sampling and daily reporting for Los Angeles County Department of Power and Water. In addition, Ms. MacKenzie conducts surveys of well and facilities sites for the Calgem Well Abandonment project to document the existing environment at the proposed work are to document baseline conditions, presence of blueline features, evidence of past land use disturbance, presence of bed and bank and/or Ordinary High-Water Mark (OHWM), hydrology, and presence of hydrophytic vegetation. Data is also collected on vegetation community density/quality to evaluate the habitat and its potential biological functions and values for special status species.