



MEMORANDUM

To: Head-Royce School
From: Nelson\Nygaard Project Team
Date: October 2, 2019
Subject: Head-Royce School Parking Summary:

Administrative Draft—Not for Public Review

Introduction

Head-Royce School is an independent co-educational day school for kindergarten through 12th grade located on Lincoln Avenue in the Lincoln Highlands-Oakmore-Diamond district of Oakland, California. The existing school enrolls 881 students, employs 165 faculty and staff members, and has an on-campus supply of 315 parking spaces (158 existing on the South Campus and 157 existing on the North Campus)¹. The school's current planned use development (PUD) permit from the City of Oakland allows for an enrollment of up to 906 students. In addition to the vehicle parking, school buses queue on Lincoln Avenue: in the morning, four buses unload on the north side and four unload on the south side. In the afternoon, all eight buses queue and pick up on the north side of Lincoln Avenue.

Most of the school's current functions occupy its property on the north side of Lincoln Avenue ("North Campus"). The school proposes to create a new campus (or "South Campus") across Lincoln Avenue from the North Campus, connected via an underground link between the two campus properties. The proposed expansion would include space for an additional 344 students (to allow up to an ultimate enrollment of 1,250 students on the property as a whole), a performance arts building with up to 450 seats, and additional on-site parking and pick-up/drop-off space to serve the expanded school. This memorandum reviews the projected parking demands of the school expansion on an average day.

Average Day Parking Demand Review

An evaluation of the potential average day parking demands was conducted using various methodologies to present a comparative review of the parking needs of the expanded campus. As noted on Table 1, this review examined varying school populations from the existing 2017-2018 enrollment of 881 students, the current maximum enrollment allowed under the current PUD (906 students), and iterative increases in student population to the proposed 1,250 student capacity of the expanded campus.

For comparison purposes, parking demand was calculated based on the following criteria:

- Oakland Zoning Requirements
- Head-Royce School Projected Estimates
- TDM Reduction Percentage

¹ As of the 2017-18 school year

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Existing on-site parking demand was collected by school staff, which demand assessment was determined to be reasonable by Nelson\Nygaard. As previously noted, the site currently includes a total on-site supply of 315 spaces with 288 spaces utilized on typical school day.

In addition to staff observations of on-site utilization, Nelson\Nygaard observed on-street parking utilization on Lincoln Avenue from 7:30AM to 3:30PM on two weekdays while school was in session (September 11 and 19). Data collectors noted the time and location along Lincoln Avenue where a vehicle parked, how many occupants exited the vehicle, and whether these occupants walked in and out of Head-Royce School (considered school-generated parking demand). During the course of the data collection, the school generated demand for 15 long term parking spaces that was accommodated on Lincoln Avenue.

Combined, the existing school functions generate a demand for 303 parking spaces (288 on-site plus 15 on Lincoln Avenue).

Figure 1: Average Day Comparative Parking Demand Review (Number of Spaces)

Scenario	Total Enrollment	Oakland Zoning Required ²	Projected Demand
Existing (2017-18)	881	143	313
PUD Max Allowed	906	151	316
Incremental Increase with New Project	950	158	320
	1,000	166	325
	1,050	175	330
	1,100	183	335
	1,150	191	340
	1,200	199	345
Max New Project	1,250	208	350

As noted in Table 1, the campus' supply and demand currently exceeds the minimum number of parking spaces required by zoning (though supply above the minimum is allowed) with that trend expected to continue into the future.

Best practice for projecting parking demand is to utilize site-specific data. Head-Royce School staff have developed a demand estimation based on the school's experienced utilization of 0.85 general parking spaces for the first 300 students, then an additional 10 parking spaces for every 100 additional students. Nelson\Nygaard confirms this utilization ratio based on site-specific data. Based on this methodology, 350 spaces would be expected as the school expands to 1,250 students.³

² Oakland Planning Code – 17.116.070.C – 1 space per 10 students and 1 space per 3 employees

³ This demand projection assumes the current level of Transportation Demand Management. Should additional TDM efforts be implemented, parking demand would be anticipated to decline based on the program.

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Projected Demand and Supply

In addition to the school’s 315 existing parking spaces (158 existing on the South Campus and 157 existing on the North Campus), an estimated 29 new on-site parking spaces are proposed to be added as part of the master plan, for a school-wide total of 344 parking spaces.

The north side of Lincoln Avenue between the school’s gate and the athletic field measures approximately 800’. This curb length is currently designated for no parking from 8-9 a.m. and 3-4 p.m., effectively limiting the curb to accommodating school-bound trip.

With the proposed master plan, both morning and afternoon school bus operations will be shifted to the north side of Lincoln Avenue. The current 8 buses require approximately 400’ of curbspace (45’ per bus plus 5’ buffer). To accommodate long-term growth, as many as two additional buses may be required at full built out, requiring an additional 100’ of curbspace. Should the 500’ of curbspace be dedicated to queuing, the remaining 300’ could accommodate demand for up to 15 additional vehicles. Together with the 344 off-street spaces, this would provide a total of 359 spaces, exceeding the projected 350-space demand at full buildout (see Figure 2).

Figure 2: Comparison of Projected Supply and Demand

Parking Supply	Existing	Projected
North Campus	157	197
South Campus	158	147
Lincoln Avenue (per demand)	15	15
Total	330	359
Max New Project Demand		350
Projected Difference		+9