

Brilliant Minds Academy Conditional Use Application

Program Description

Applicant PRIYA BAJAJ

New Location Pacific Pearl Mall

2733, Suite# A 101, Stoneridge Drive, Pleasanton, CA

Current Locations

Main campus: 194 Francisco Lane, Suite 212, Fremont, CA 94539.

Dublin : 6599 Dublin Blvd, Ste C, Dublin, 94568.

San Ramon : 2217 San Ramon Valley Blvd., Ste H, San Ramon, CA 94539.

San Ramon : 21001 San Ramon Valley Blvd., San Ramon, CA 94583.

Contact Information: 925.557.5295 / 925.557.5294

Email: Brilliant.Minds.Pleasanton@gmail.com

BACKGROUND

With a variety of tutoring classes, a faculty that is eager to teach and students that create a stimulating atmosphere, Brilliant Minds Academy falls just short of an academic heaven. Brilliant Minds Academy (BMA) offers all levels of classes (Regular, Honors, Advanced Placement) in the Sciences, Mathematics & other subjects. With the flexibility of providing one-on-one sessions when needed, BMA's mission is to make a positive impact on its students academic achievements.

Brilliant Minds, now in its 10th year running, stresses hard work, dedication, and success. Rather than having large class sizes, students are placed into smaller groups, in order to enhance their educational strengths. This reflects the academy's philosophy that each student should receive the maximum, yet equal attention of the tutors, which in turn helps the students to better understand the study material.

In addition to classes that are held for school courses, BMA also offers SAT Prep courses that range from both SAT II Subject Tests in Math and Science to SAT preparation courses. BMA emphasizes on flexibility and will work to accommodate any student that has the desire to join the academy.

BMA has various resources that help in preparation for all types of tests (AP, SAT, and more), along with numerous textbooks and extra practice materials developed by the faculty. For more information about the courses offered, learning atmosphere, or questions in general, visit the FAQs or Contact pages of our website. (www.brilliantmindsacademy.com/)

Brilliant Minds Academy is the place where brilliance is nurtured.

This is a tutoring and enrichment center. Besides helping with homework, classes are offered for all English, Math and Science courses (**no labs are offered**) for all grade levels. Students come for about 2 to 3 hours at a time. Students at different grade levels come at different time slots.

We will primarily operate from 2:15 pm to 7:30 pm on Mondays to Fridays and between 9:00 am to 4:00 pm on Saturday & Sunday. However, if needed, we will offer extra enrichment courses like SAT test prep, ACT test prep on the weekends during our operational hours of 9 am to 4 pm.

In the Brilliant Minds Academy, we enhance the student's academic potential by providing them tutorials in advanced level math and sciences taught by well trained & highly experienced teachers.

For more information on Pacific Pearl Mall branch location, you may contact Praveen Gupta at 510-579-8948 (Franchisor) or Priya BAJAJ at 925-557-5294 (Franchisee)

Statement of Proposed Operations for Brilliant Mind Academy, Pleasanton location

- We will have a 3690 sq ft suite for tutoring purposes, located at Pacific Pearl Mall, 2733, Suite A 101 on Stoneridge Drive in Pleasanton, CA.
- Courses offered are as follows:
 - o Middle/ High School (6th-12th)
 - Math
 - Algebra 1, Algebra 2
 - Geometry
 - Pre-Calculus
 - AP Calculus AB/BC
 - AP Statistics
 - Science*
 - Biology*
 - Chemistry*
 - Physics
 - o Elementary School (K-5th)
 - Math, Science, Geography
 - Writing/Reading Comprehension and Grammar
 - Creativity, Logic and Thinking Skills
 - Computer Classes
 - Python and Java programming
 - EV3 robotics*
 - Standardized Tests (College Admissions)
 - SAT I
 - SAT II Math, Physics, Chemistry, Biology, Literature*

Classrooms

The branch site will have five dedicated classrooms & open area comprising of computer stations for small group exercises.

Elementary School Students

- Math, Science, Geography
- Writing/Reading Comprehension and Grammar
- Creativity, Logic and Thinking Skills

Middle School Students

- **Math:** Algebra 1, Geometry
- Sciences: Earth Science, Life Science and Physical Science*
- Standardized Testing: AMC, Olympiad, etc

* No labs are offered for any subject tutoring

High School Students

- English language & composition
- Math: Algebra 2 / Trig / PreCalculus / AP Stats / Calculus AB / Calculus BC
- Sciences:
 - o Physics
 - o Chemistry / AP Chem. / Honors Chem.
 - o Biology / AP Bio / Anatomy

* No labs are offered for any subject tutoring

Operational Hours

Monday through Friday : 2:15 to 7:30 pm

Saturday & Sunday : 9 am to 4:00 pm

Summer Program & Winter Tutorials : Morning Session (9:00am to 1:00 pm)

Afternoon Session (12:30 to 4:45pm)

Proposed Business Hours and class Schedule (with max. number of students)

Each class will consist of 1 instructor and fifteen to twenty students in one classroom. There will be a total of no more than 93 students and 6 staff members on site, during different time slots between 2:15 to 7:30 PM Monday to Friday and Saturday & Sunday 9:00 AM to 4:00 PM. And 9:00am to 4:45pm during summer & winter breaks.

The BMA academy program is designed to provide a comprehensive solution for students overall academic success and therefore students would be doing concurrent sessions from the start to the end of the group corresponding to their grade level, as outlined in our tutoring schedule Exhibit A. (For example a 6th grade student will arrive at 3:30pm & finish session at 6:15pm).

We intend to offer similar time table throughout the school year and an accelerated 10 week program during summer break & 2 week focus group program during winter break with the option of either attending the morning session or the afternoon session for students (As explained in Exhibit B & C respectively). Again the students will be attending the entire session, based on whichever option they have chosen - morning session or afternoon session.

Parking needs:

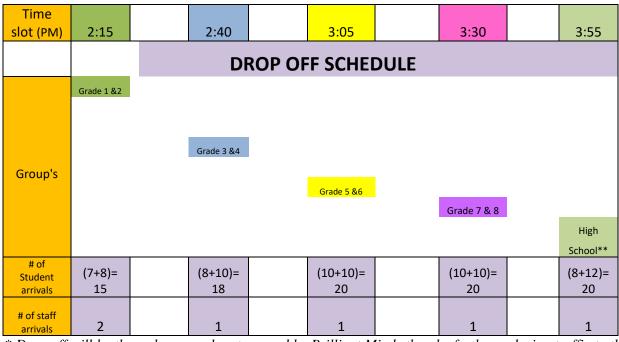
- 1. <u>Hours of operation</u>: we have modified our hours of operation a little in order to increase the time intervals to at least 25 minutes between different groups being dropped off and picked up.
 - a. Hours of operation: 2:15 to 7:30 PM Monday to Friday
 b. Time intervals between groups: 25 minutes or more.
- 2. <u>Staff members</u>: we have re-examined our staff needs and found that based on Brilliant Minds Academy curriculum design, we would only need max of 1 staff member in each classroom at any given time & open study area would have 1 staff member or the session will be supervised by the existing classroom teachers that have allocated the open study/ BMA review prep to its group of students. Therefore, 5 classrooms & 1 open study review area = max of 6 staff members at any given time.
- 3. <u>Automated sign-up process at reception desk</u>: the reception area would be an automated computer based sign up station and will not be a having any designated staff member sitting there 24/7.
 - a. Access system to the center will have key fabs which will allow students to come in and go out through the armed doors.
 - b. Other visitors will be encouraged to seek appointment online on our website for us to better meet their needs & facility tour requests.
- 4. **Program Director (Administrator)**: The program director, Ms. Priya Bajaj is also the **lead** teacher for the center. Priya has immense passion for tutoring kids of different grade levels / educational needs and will be involved in all different classes at the Brilliant Minds Academy.
- 5. <u>Car Pool System</u>: Our tutorial model requires students to work together in "Buddy Groups" and therefore we encourage the parents of these groups to <u>sign up on a car pool list</u>, for students coming from same neighborhoods/ sections of the city, thereby easing traffic congestion at the tutoring center.
 - a. We have seen that this model works well in our neighboring location in Dublin (6599 Dublin Blvd C, Dublin, CA 94568).
 - b. Car Pool also eases the sign-in & sign-off step required once you are at the center.
 - c. Based on our experience from Brilliant Minds Dublin center, we expect about 4 students per car pool parent, as many of these parents have SUV's / vans.

Conclusion:

At peak times, we would require at **most 6** parking spaces for staff members and 3 parking spaces for a maximum of 12 students from grade **10 & above** and additionally **3 per visiting** drop-off/ pick-up parents. **Total parking spaces at any time = 12 spots.** (as explained in the charts on pages 3 & 4).

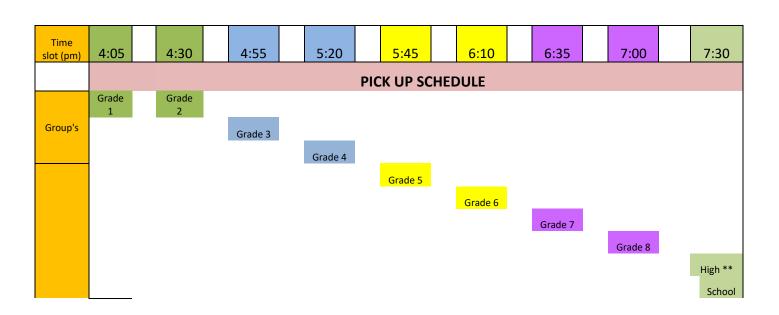
Pick-Up & Drop-off Activity

1. Drop off schedule



^{*} Drop off will be through car pool system used by Brilliant Minds thereby further reducing traffic to the center.

2. Pick up schedule



^{**} High School batch will have max of 8 students from grade 9 & max of 12 students from grade 10,11 & 12. Therefore, 1 car parking space per 4 grade 10+ students = 3 parking spaces

# Of Student departures	7	8	8	10	10		10	10	10	20
# Of Staff departures				1	1		1	1	1	1
Visitors Car's IN & OUT	2	2	2	3	3		3	3	3	2
High School Student Parking	3	3	3	3	3		3	3	3	3
# of Staff Parking	6	6	6	5	4		3	2	1	1
Total Parking Spots Used	11	11	11	11	10	·	9	8	7	6

Conclusion:

At peak times, we would require at **most 6** parking spaces for staff members and 3 parking spaces for a maximum of 12 students from grade **10 & above** and additionally **3 per visiting** drop-off/ pick-up parents.

Total parking spaces at any time = 12 spaces or less.



Exhibit A: Tutoring Schedule

Pacific Pearl Mall, Stone ridge Drive, Pleasanton Tutoring Program

Grade 1 (Group of 7 students)						
Arriving time 2:15 pm	2:15 to 3:30	3:30 to 4:30	4:30 to 4:45			
Monday	Homework	Math	Pickup			
Tuesday	Homework	Public Speaking	Pickup			
Wednesday	Math	Reading	Pickup			
Thursday	Art & Craft	Homework	Pickup			
Friday	BMA Review	Robotics	Pickup			
	Grade 2 (G	roup of 8 students)	•			
Arriving time 2:30 pm	2:15 to 3:30	3:30 to 4:45	4:45 to 5:00			
Monday	CogAT	MATH	Homework/Pickup			
Tuesday	Homework	Public Speaking	Homework/Pickup			
Wednesday	CogAT	Homework	Homework/Pickup			
Thursday	Art and Craft	Homework	Homework/Pickup			
Friday	Robotics	CogAT	Homework/Pickup			
	Grade 3 (G	roup of 8 students)				
Arriving time 2:45 pm	2:45 to 4:00	4:00 to 5:00	5:00 to 5:15			
Monday	CogAT	MATH	Homework/Pickup			
Tuesday	Homework	Public Speaking	Homework/Pickup			
Wednesday	CogAT	Homework	Homework/Pickup			
Thursday	Homework	Art & Craft	Homework/Pickup			
Friday	Robotics	Sciences	Homework/Pickup			
	Grade 4 (Gr	roup of 10 students)				
Arriving time 3:00 pm	3:00 to 4:15	4:15 to 5:30	5:30 to 5:45			
Monday	Homework	Robotics	Homework/Pickup			
Tuesday	Homework	Math	Homework/Pickup			
Wednesday	Public Speaking	Homework	Homework/Pickup			
Thursday	Spanish	Homework	Homework/Pickup			
Friday	BMA Review	English	Homework/Pickup			

	Grade 5 (Gr	oup of 10 students)	
Arriving time 3:15 pm	3:15 to 4:30	4:30 to 6:00	6:00 to 6:15
Monday	Science	Homework	Homework/Pickup
Tuesday	English	Homework	Homework/Pickup
Wednesday	Public Speaking	Homework	Homework/Pickup
Thursday	Homework	Spanish	Homework/Pickup
Friday	Math Accl	BMA Review	Homework/Pickup
	Grade 6 (Gr	oup of 10 students)	
Arriving time 3:30 pm	3:30 to 4:45	4:45 to 6:15	6:15 to 6:30
Monday	Science	Homework	Homework/Pickup
Tuesday	Public Speaking	Homework/Test Prep	Homework/Pickup
Wednesday	Homework	Language Arts	Homework/Pickup
Thursday	English	Homework	Homework/Pickup
Friday	Advanced Math	BMA Review	Homework/Pickup
	Grade 7 (Gr	oup of 10 students)	
Arriving time 3:40 pm	3:40 to 5:00	5:00 to 6:30	6:30 to 6:45
Monday	Homework	Science	Homework/Pickup
Tuesday	Public Speaking	Homework	Homework/Pickup
Wednesday	Language Arts	Homework	Homework/Pickup
Thursday	Homework	English	Homework/Pickup
Friday	Competitive Math	Competitive Math	Homework/Pickup
	Grade 8 (Gr	oup of 10 students)	
Arriving time 3:40 pm	3:40 to 5:00	5:00 to 6:30	6:30 to 6:45
Monday	Homework	Science	Homework/Pickup
Tuesday	Public Speaking	Homework	Homework/Pickup
Wednesday	Language Arts	Homework	Homework/Pickup
Thursday	Homework	English	Homework/Pickup
Friday	Competitive Math	Competitive Math	Homework/Pickup

* No labs are offered for any subject tutoring

High School Students - max of 20 students (Advanced Training Programs for Smaller Group)					
Arriving time 3:50 pm	3:50 to 7	:30 PM			
Monday	Math				
Tuesday	Pre-Calculus				
Wednesday	Math				
Thursday	Chemistry				
Friday	Math/Physics				
	tudents - max of 20 students				
(Advanced Training	Programs for Smaller Group)				
Arriving: 9am or 1pm	9:00 AM to 12:00 PM	1:00 PM to 4:00 PM			
Saturday	Math	Physics			
Sunday	Biology / Anatomy	AP Bio			

* No labs are offered for any subject tutoring

- The students will be divided into different class rooms & designated study areas, not just based on their grade levels but also on their individual subject skill levels.
- There will be rotations after every period/lecture is over and the groups will be re-arranged into different classroom's / designated study area's based on the BMA study material they have been assigned to complete for their assessments.
- The occupancy load calculations table in the site plan shows the maximum number of students that can be placed in each structured class room & designated study area but does not clearly depict what subject (grade level) is going to be taught in each classroom or designated study areas, as that will change based on each subject tutoring and skill set assessment that will be done when a student enrolls into Brilliant Minds Academy.

。 For example:

- A grade 9 student could attend different Math classes based on their individual skill level Algebra 1, Geometry, Algebra 2 etc. which will be offered in different pre-assigned groups/period during the week.
- Same concept applies to other subjects offered in different grade levels.

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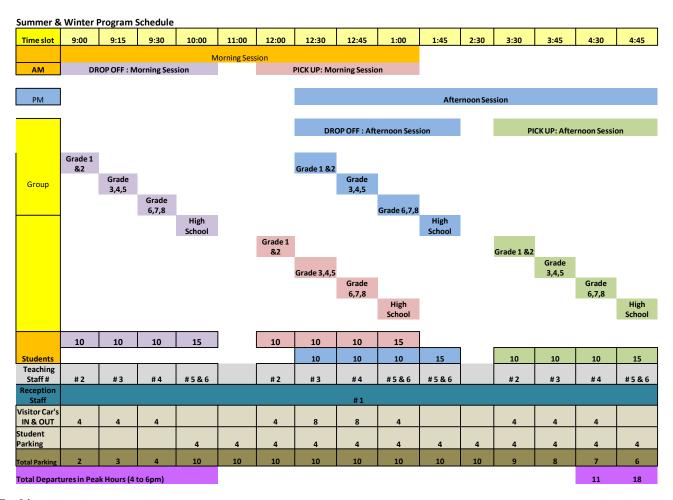
Pick-Up & Drop-off Activity during Summer & Winter Break Tutorial Programs:

- 1. Summer Tutorial Program comprising of 8 weeks of accelerated learning module: This program will be offered to a total of 45 students each in 2 separate sessions, a choice of either attending a morning session or an afternoon session and will focus on bridging the gaps in the learning curve that might exist for each student, mostly focusing on STEM (Science, Tech, English & Math) education. This will also include an accelerated program for SAT prep intended for high school students.
 - *Total number of students = 45*
 - *Total number of staff members = 6*

Details outlined in the program schedule shown on the next page

- 2. Winter Tutorial Program comprising of 2 week of learning through key focus groups comprising of 5 or more students in each group based on their individual skill levels, focusing on STEM education. This program will be offered to a total of 45 students each in 2 separate sessions, a choice of attending either a morning or an afternoon session. It will also have an introduction program, Pre-SAT for high school students, aspiring to get into the extended program, BMA SAT prep.
 - *Total number of students = 45*
 - *Total number of staff members* = 6

Details outlined in the program schedule shown on the next page



Parking spots:

Total number of departures during the peak hours (4pm to 6pm) during summer & winter break tutorial sessions = 29 departures

• 10 middle school students + 15 high school students + 4 staff members.

With the group of 10 middle school students (Grade 6,7,8) leaving and an average of 3 students in each car pool

• we expect max of 4 parent car parking spots for picking up their students.

And with a max 15 students in grade 10 or above (High school group) leaving the tutoring center and with 1 space per 4 students,

• we anticipate using a max of 4 parking spots.

Also, 3 staff members will be leaving and would have used 3 parking spots during the peak hours (4pm to 6pm).



SUMMER BREAK TUTORIALS: 8 Week Enrichment Program

Pacific Pearl Mall, Stoneridge Drive, Pleasanton Tutoring Program

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	Morning Session				Afternoon Session			
	Grade 1 & 2				Grade 1 & 2			
	9:00 to 10:30	10:30 to 12:00	12:00pm		12:30 to 2:00	2:00 to 3:30	3:30pm	
Monday	Math	Reading	Pickup		Math	Reading	Pickup	
Tuesday	Math	Reading	Pickup		Math	Reading	Pickup	
Wednesday	Math	Reading	Pickup		Math	Reading	Pickup	
Thursday	Math	Reading	Pickup		Math	Reading	Pickup	
Friday	BMA Review	BMA review	Pickup		BMA Review	BMA review	Pickup	
	Grade 3, 4 & 5				Grade 3, 4 & 5			
	9:15 to 11:00	11:00 to 12:30	12:30pm		12:45 to 2:15	2:15 to 3:45	3:45pm	
Monday	Math	Reading/ Vocab	Pickup		Math	Reading/ Vocab	Pickup	
Tuesday	Math	Reading/ Vocab	Pickup		Math	Reading/ Vocab	Pickup	
Wednesday	Math	Reading/ Vocab	Pickup		Math	Reading/ Vocab	Pickup	
Thursday	Math	Reading/ Vocab	Pickup		Math	Reading/ Vocab	Pickup	
Friday	BMA Review	BMA Review	Pickup		BMA Review	BMA Review	Pickup	
Mide	dle School Stud	lents: Grade 6, 7 &	. 8		Middle School	Students: Grade 6,	7 & 8	
	9:30 am	to 12:45 pm	12:45pm		1:00pm	to 4:30 pm	4:30pm	
Monday	BMA ST	EM program	Pickup		BMA STE	M program	Pickup	
Tuesday	BMA ST	EM program	Pickup		BMA STE	M program	Pickup	
Wednesday	BMA ST	EM program	Pickup		BMA STE	M program	Pickup	
Thursday	BMA ST	EM program	Pickup		BMA STE	M program	Pickup	
Friday	BMA ST	TEM program	Pickup		BMA STE	M program	Pickup	

*BMA STEM Program focuses on Science, Tech, English & Math

High School Students: Grade 9, 10, 11 & 12			High School Students: Grade 9, 10, 11 & 12			
High School Students				High School Students		
	10:00 to 1:00 pm	1:00 PM		1:45 to 4:45 pm	4:45pm	
Monday	Math/Physics	Pickup		SAT Prep	Pickup	
Tuesday	Math/ Chemistry	Pickup		SAT Prep	Pickup	
Wednesday	Biology/ AP Bio	Pickup		SAT Prep	Pickup	
Thursday	AP Chem.	Pickup		SAT Prep	Pickup	
Friday	Pre- Calculus / Calculus	Pickup		SAT Prep	Pickup	



WINTER BREAK TUTORIALS: 2 Week Focus Group Program

Pacific Pearl Mall, Stoneridge Drive, Pleasanton Tutoring Program

	T delile T	earr wan, stone	riage Drive,	leasan	ton ratoring r	ТОБГИПТ	
Morning Session				Afternoon Session			
Grade 1 & 2				Grade 1 & 2			
	9:00 to	10:30 to			12:30 to		
	10:30	12:00	12:00pm		2:00	2:00 to 3:30	3:30pm
Monday	Math	Reading	Pickup		Math	Reading	Pickup
Tuesday	Math	Reading	Pickup		Math	Reading	Pickup
Wednesday	Math	Reading	Pickup		Math	Reading	Pickup
Thursday	Math	Reading	Pickup		Math	Reading	Pickup
Friday	BMA Review	BMA review	Pickup		BMA Review	BMA review	Pickup
	Grade 3	, 4 & 5		Grade 3, 4 & 5			
	9:15 to	11:00 to			12:45 to		
	11:00	12:30	12:30pm		2:15	2:15 to 3:45	3:45pm
Monday	Math	Reading/ Vocab	Pickup		Math	Reading/ Vocab	Pickup
Tuesday	Math	Reading/ Vocab	Pickup		Math	Reading/ Vocab	Pickup
Wednesday	Math	Reading/ Vocab	Pickup		Math	Reading/ Vocab	Pickup
Thursday	Math	Reading/ Vocab	Pickup		Math	Reading/ Vocab	Pickup
Friday	BMA Review	BMA Review	Pickup		BMA Review	BMA Review	Pickup
Middl	e School Stude	ents: Grade 6, 7	& 8	М	iddle School S	tudents: Grade	6,7&8
	9:30 am t	o 12:45 pm	12:45pm		1:00pm t	to 4:30 pm	4:30pm
Monday	BMA STE	M program	Pickup		BMA STE	M program	Pickup
Tuesday	BMA STE	M program	Pickup		BMA STE	M program	Pickup
Wednesday	BMA STE	M program	Pickup		BMA STE	M program	Pickup
Thursday	BMA STE	M program	Pickup		BMA STE	M program	Pickup
Friday	BMA STE	M program	Pickup		BMA STE	M program	Pickup

*BMA STEM Program focuses on Science, Tech, English & Math

High So	chool Students: Grade 9, 10, 2	11 & 12	High	High School Students: Grade 9, 10, 11 &	
	High School Students	chool Students High School Students			ts
	10:00 to 1:00 pm	1:00 PM		1:45 to 4:45 pm	4:45pm
Monday	Math/Physics	Pickup		Pre-SAT Prep	Pickup
Tuesday	Math/ Chemistry	Pickup		Pre-SAT Prep	Pickup
Wednesday	Biology/ AP Bio	Pickup		Pre-SAT Prep	Pickup
Thursday	AP Chem	Pickup		Pre-SAT Prep	Pickup
Friday	Pre- Calculus / Calculus	Pickup		Pre-SAT Prep	Pickup

BRILLIANT MINDS ACADEMY Brilliant Minds

Providing tutoring program for students at different levels of learning needs



TENANT IMPROVEMENT FOR BRILLIANT MINDS ACADEMY

SUITE 101- BUILDING A PACIFIC PEARL MALL, 2733 STONERIDGE DRIVE, PLEASANTON

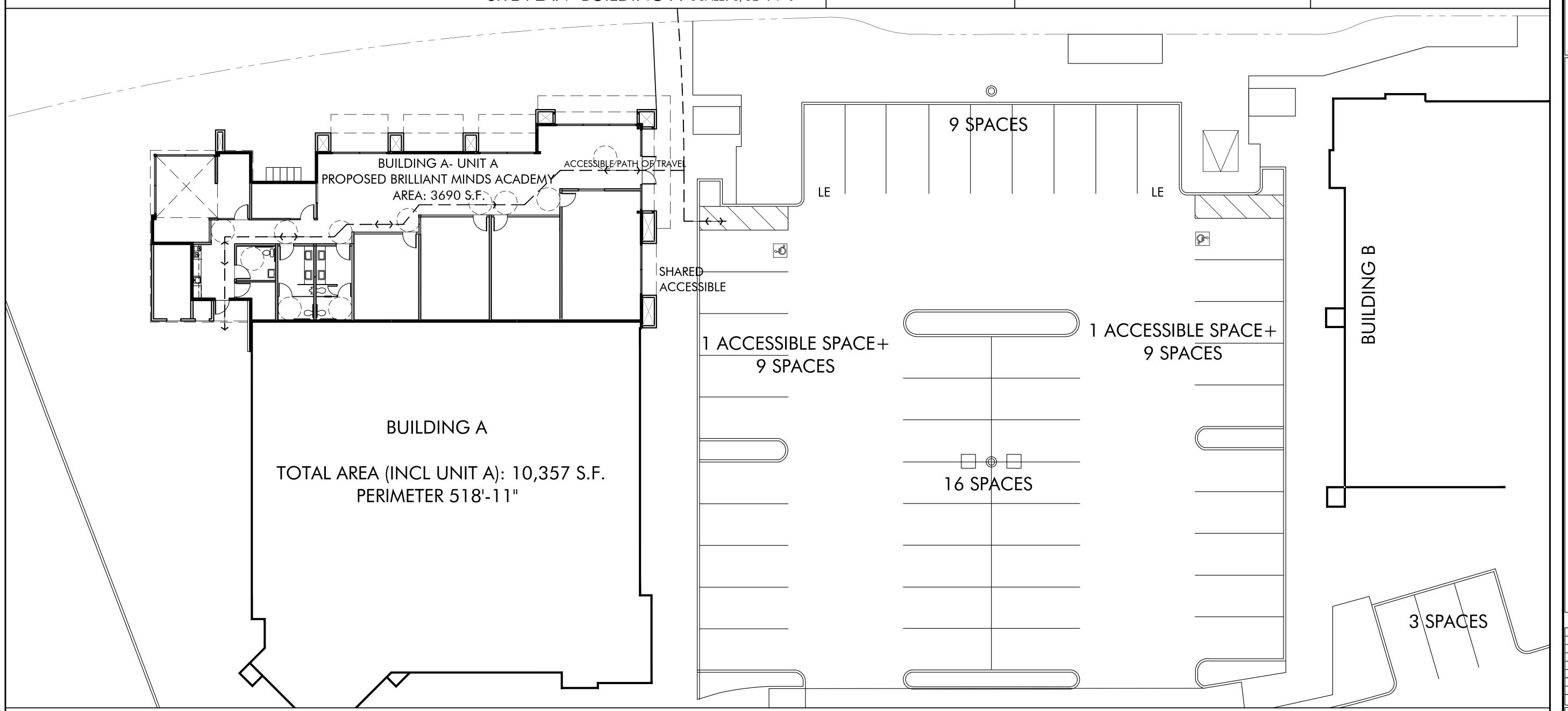
PROJECT DESCRIPTION

TENANT IMPROVEMENT FOR SUITE 101 FOR BRILLIANT MINDS ACADEMY- TUTORING CENTER PER PROJECT NARRATIVE SUBMITTED.

PARKING CALCULATIONS

PARKING STALLS	OCCUPANT LOAD (SEE A2.0)	REQUIRED	AVAIL./ PROVIDED			
STE 101-	STAFF - 6	6	6			
BRILLIANT MINDS ACADEMY TUTORING CENTER	(PICK UP-DROP OFF) ELEMENTARY-MIDDLE :73 STUDENTS	1 SPACE PER 3 =31 SPACES	31			
OCCUPANCY -E	GRADE 10-12- HIGHSCHOOL: 10 STUDENTS	1 SPACE PER 4 =3 SPACES	3			

TOTAL REQUIRED & PROVIDED 47 SPACES SITE PLAN- BUILDING A SCALE: 3/32": 1'-0"

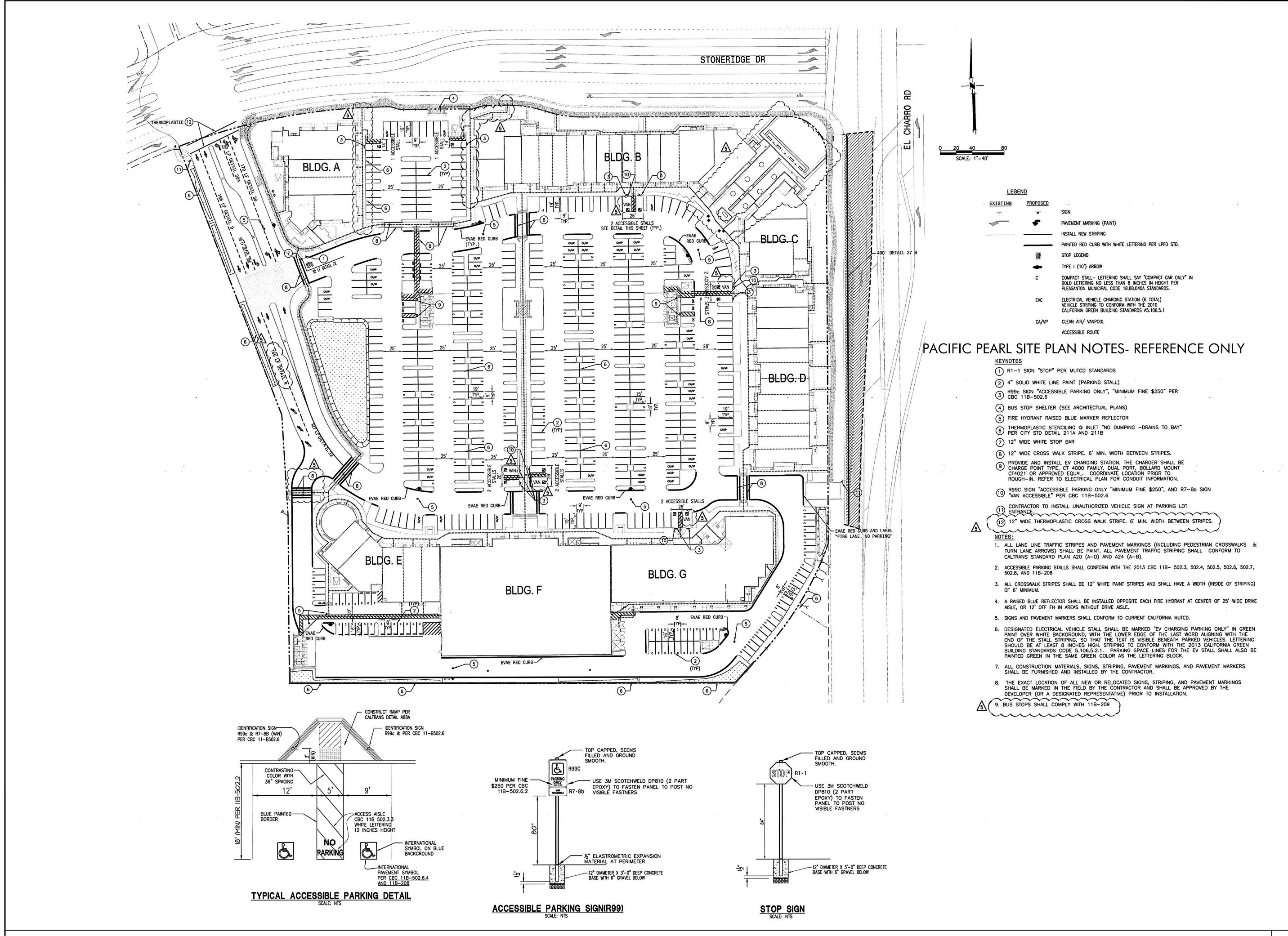


SHEET INDEX VICINITY MAPSCALE: N.T.S. A1.0 COVERSHEET, SITE PLAN, NOTES. A1.1 REFERENCE SITE PLAN- PACIFIC PEARL MALL A2.0 PROPOSED TI FLOOR PLAN

PROCESS03 DESIGNS E: process03 @ gmail.com 925.487.1560

EXHIBIT B

	Description	Date	В
1	CUP 1\2	09/12/17	С
	BUILDING PERMIT	-/-/17	С





PROCESS03 DESIGNS E: process03 @ gmail.com 925.487.1560 DESIGNER



ARCHITECT

TENANT IMPROVEMENT AT:
SUITE 101, BUILDING A
CIFIC PEARL, 2733 STONERIDGE DRIVE, PLEASANTON, C

	Description	Date	Е
REV1	CUP	09/12/17	C
	BUILDING PERMIT	-/-/17	(
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