

CITY PLAN COMMISSION

THURSDAY, FEBURARY 20, 2025

Planner: Sheila Alcantara Segovia

FILE NUMBER: M234-020(SAS) **DATE FILED:** April 3, 2024

LOCATION: Bounded by Gayglen Drive, Oklaunion Drive, Komalty Drive,
and Longbranch Lane.

COUNCIL DISTRICT: 8

SIZE OF REQUEST: Approx. 9.93 acres **CENSUS TRACT:** 48113011601

REPRESENTATIVE: Elsie Thurman, Land Use Planning & Zoning Services

APPLICANT/OWNER: Dallas Independent District

REQUEST: An application for a minor amendment to the existing
development plan and traffic management plan on property
zoned Planned Development District No. 840.

STAFF RECOMMENDATION: Approval.

Planned Development District No. 840:

<https://dallascityhall.com/departments/city-attorney/pages/articles-data.aspx?pd=840>

BACKGROUND INFORMATION:

- Planned Development District (PD) No. 840 was established on January 26, 2011, on property previously zoned an R-7.5(A) Single Family District. PD No. 840 allows R-7.5(A) uses and a public school other than an open enrollment charter school by right.
- The area of request is currently developed with a public school other than an open-enrollment charter school. [W A Blair Elementary School]
- The current request is for a minor amendment to the existing development plan and traffic management plan (TMP).

MINOR AMENDMENT CRITERIA:

SEC. 51A-4.702. PLANNED DEVELOPMENT (PD) DISTRICT REGULATIONS

(h) Amendments to the development plan.

(1) Purpose and scope. The minor amendment process allows flexibility as necessary to meet the contingencies of development plan. Amendments that do not qualify as minor amendments must be processed as a zoning amendment. Minor amendments are limited to minor changes in the development plan that otherwise comply with the PD ordinance and do not:

(A) alter the basic relationship of the proposed development to adjacent property;

(B) increase a height shown on the original development plan by more than 10 percent or 12 feet, whichever is less, provided there is no increase in the number of habitable stories or parking levels above grade;

(C) decrease the amount of off-street parking spaces shown on the original development plan so as to create a traffic hazard or traffic congestion or fail to provide adequate parking; or

(D) reduce building setbacks at the boundary of the site shown on the original development plan.

(2) [omitted for brevity]

(3) “Original development plan.” For purposes of this subsection, “original development plan” means the earliest approved development plan that is still in effect and does not mean a later amended development plan. For example, if a development plan was approved with the planned development district and then amended through the minor amendment process, the original development plan would be the development plan approved with the planned development district, not the development plan as amended through the minor amendment process. If, however, the development plan approved with the planned development district was replaced through the zoning amendment process,

then the replacement development plan becomes the original development plan. The purpose of this definition is to prevent the use of several sequential minor amendments to circumvent the zoning amendment process.

REQUEST DETAILS:

This is not a zoning change request and no changes to the existing zoning standards can be considered. The only purpose of this hearing is to determine if the proposed amendment to the development plan complies with the standards established for minor amendments. The Dallas City Code requires that if the plan amendment complies with the standards for a minor amendment, the plan shall be approved.

When evaluating compliance with the standards for a minor amendment, the proposed plans must be compared to the “original” plans rather than with later amended plans.

With the current request, the applicant proposes the following changes (as compared to the “original” plan):

1. Increase the floor area by approximately 500 square feet for an addition to the cafeteria and kitchen;
2. Reorient the dumpster to add a fire lane and off-street loading space on the south side of the existing school building;
3. Modify the parking layout (no change to the number of spaces provided and parking requirements are met for the site); and
4. Amend the traffic management plan.

The city arborist has reviewed the request and has no objection to the proposed landscape plan.

The Transportation Development Services Division of the Planning and Development Department, in coordination with the Transportation Department, has reviewed the current request and has no objections to the proposed changes.

Upon review of the proposed development plan, staff has determined that the request meets the minor amendment criteria for a development plan and landscape plan, complies with the requirements set forth by Planned Development District No. 695, and does not impact any other provisions of the ordinance.

BOARD OF TRUSTEES

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District 2 Sarah Weinberg, Board Secretary
District 3 Dan Micciche, 1 Vice President
District 4 Camile White
District 5 Maxie Johnson, 2nd Vice President
District 6 Joyce Foreman
District 7 Ben Mackey
District 8 Joe Carreon
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PROPOSED DEVELOPMENT PLAN






























FLOOR PLAN LEGEND

- PROPERTY LINE
- SETBACK
- EXISTING CONSTRUCTION MARKS

VICINITY MAP

SITE DATA SUMMARY

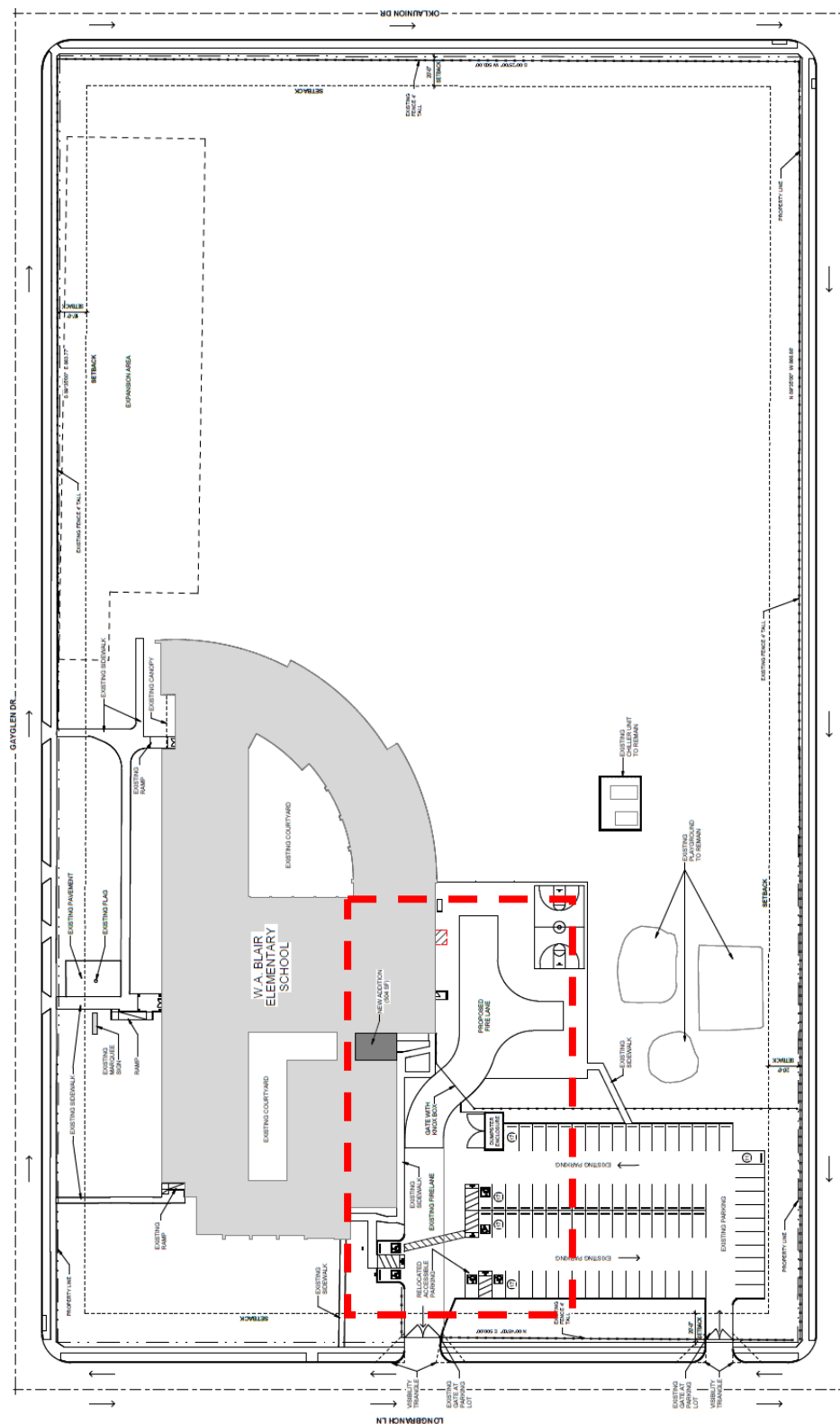
PROJECT NAME	W.A. BLAIR ELEMENTARY SCHOOL
OWNER	CITY OF CHICAGO
DESIGNER	CHICAGO DEPARTMENT OF PUBLIC WORKS
DATE	08/19/2016
DRAWN BY	J. BLOOM
CHECKED BY	M. HARRIS
APPROVED BY	T. HARRIS
SCALE	AS SHOWN
NOTES	SEE SHEET 02 FOR SITE SPECIFIC INFORMATION

CASE NO. M234-020(S&S)

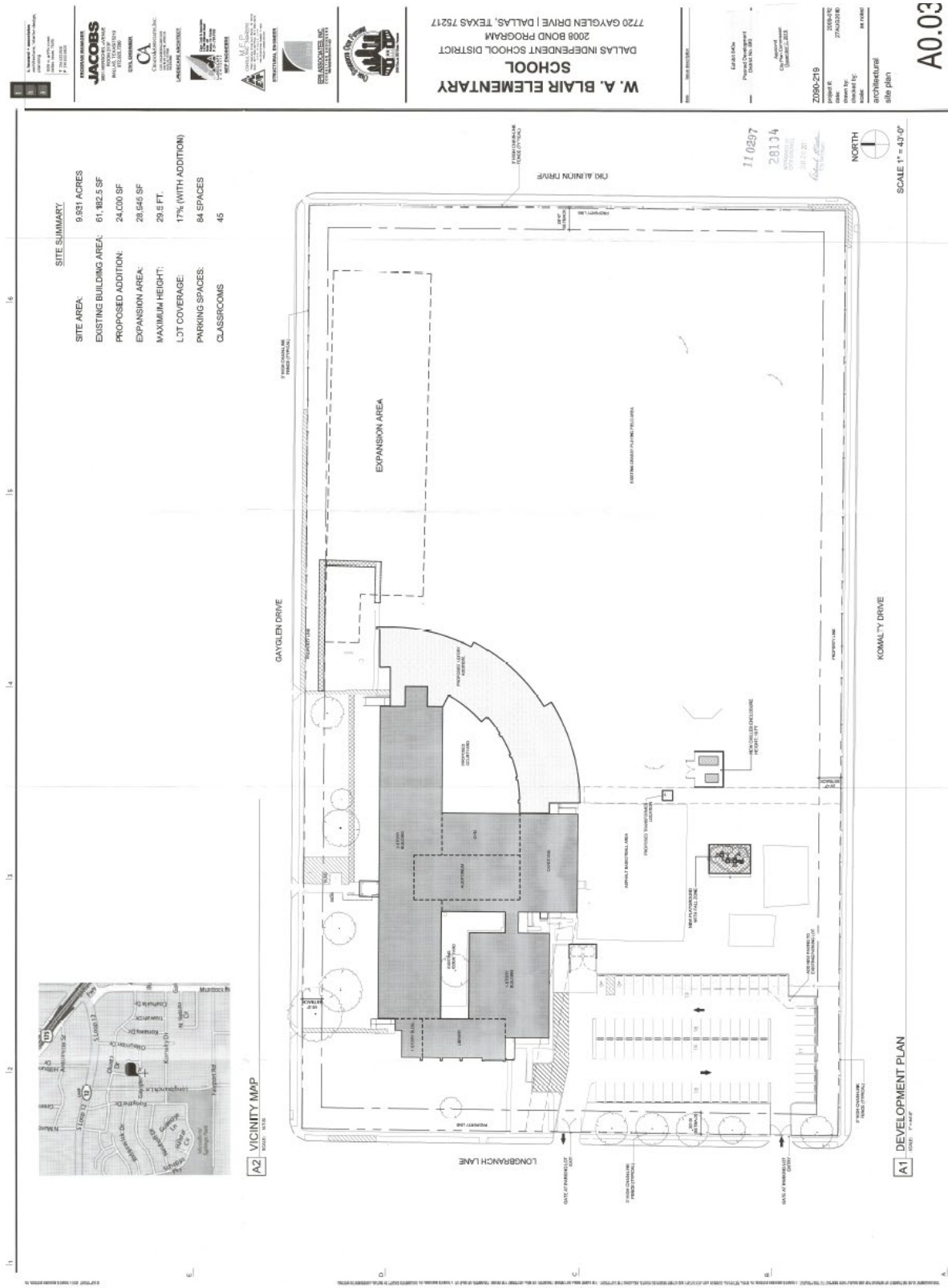
DEVELOPMENT PLAN

The development plan shows the proposed construction of W.A. Blair Elementary School. The school building is shown in grey, with a red dashed line indicating the proposed addition. The plan includes various setbacks, easements, and existing features like trees and parking areas. A north arrow and scale bar are provided at the bottom right.

PROPOSED DEVELOPMENT PLAN [ENLARGED]



“ORIGINAL” DEVELOPMENT PLAN



PROPOSED TRAFFIC MANAGEMENT PLAN



765 Custer Road, Suite 100| Plano, TX 75075

Main 972.422.0077 | www.spiarseng.com

TBPE Np. F-2121 | TBPLS No. F-10043100

November 21, 2024

TRAFFIC MANAGEMENT PLAN

DISD William A. Blair Elementary School – City of Dallas



INTRODUCTION

Spiars Engineering & Surveying was retained by Alliance Architects on behalf of Dallas Independent School District (DISD) to provide a Traffic Management Plan (TMP) for the existing DISD William A. Blair Elementary School Improvement Project to be submitted to the City of Dallas as part of a complete zoning case submittal. As part of the project, improvements consist of a new fire lane and a new kitchen/café addition. Current student enrollment is 394 students at the time of the study. Future enrollment for the purposes of this study will be at 400 students.

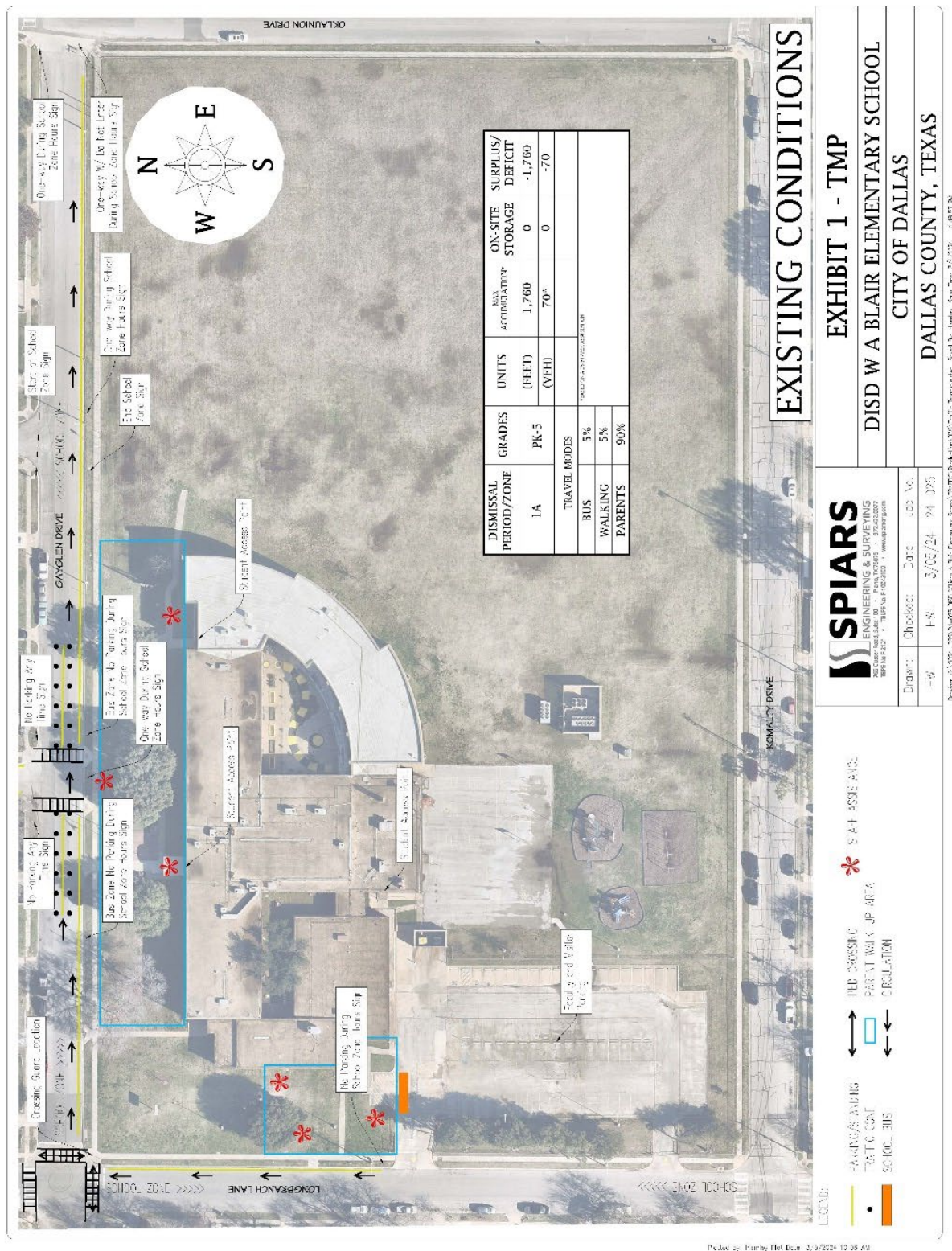
The purpose of a school Traffic Management Plan (TMP) is to provide guidelines to a site-specific plan to coordinate traffic circulation during school peak hours. TMPs should promote strategies to manage all modes of transportation and maintain student safety paramount at all times. An effective plan requires continual planning (beyond just this provided document), renewed understanding and coordinated efforts by city staff, school administration and staff parents, and students.

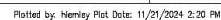
The school operator must prepare a traffic study evaluating the sufficiency of any TMP. The study must be based on field observations of both afternoon pick-up and morning drop-off periods. The study must include all twelve proponents as stated in the School Traffic Management Plan Guidelines provided in the City of Dallas Street Design Manual Appendix A.6 "City of Dallas Traffic Study Guidelines" Section D. This study categorizes each of the twelve proponents and provides the required information in each.

All information pertaining to existing conditions provided within this memorandum is supported and validated by four (two morning and two afternoon) on-site observations conducted at the outset of the study on Thursday, February 15th, 2024 and Tuesday, February 20th, 2024. Applicable site photos are provided at the end of the memo.

1. TMP Exhibit

A TMP exhibit to scale showing building footprints, curbs, parking, pavement markings, designated student drop-off and pick-up locations. (See Next Page)





2. School Site Location and Description of Adjacent Roadways

The address to the campus is 7720 Gayglen Drive in Dallas, Texas. A description of each adjacent roadway is provided below:

1. Gayglen Drive
 - a. Thoroughfare Plan Designation: *none (local street)*
 - b. Existing Cross-section: *two-lanes (one-way eastbound during school zone hours), parking available on both sides, no median, approx. 36' pavement width, curbs/gutters; 5' sidewalks on each side (no known proposed changes).*
 - c. School Zone: *From Anchorage Circle to approximately 200' west of Longbranch Lane -- No changes to the school zone are proposed.*
2. Longbranch Lane
 - a. Thoroughfare Plan Designation: *none (local street)*
 - b. Existing Cross-section: *two-lanes, parking available on both sides, no median, approx. 36' pavement width, curbs/gutters; 5' sidewalks on each side (no known proposed changes).*
 - c. School Zone: *from approximately 400' north of Gayglen Drive to approximately 175' south of Komalty Drive -- No changes to the school zone are proposed.*
3. Komalty Drive
 - a. Thoroughfare Plan Designation: *none (local street)*
 - b. Existing Cross-section: *two-lanes, parking available on both sides, no median, approx. 28' pavement width, curbs/gutters; 5' sidewalks on each side (no known proposed changes).*
 - c. School Zone: *none -- No changes are proposed.*
4. Oklaunion Drive
 - a. Thoroughfare Plan Designation: *none (local street)*
 - b. Existing Cross-section: *two-lanes, parking available on both sides, no median, approx. 28' pavement width, curbs/gutters; 5' sidewalks on each side (no known proposed changes).*
 - c. School Zone: *none -- No changes are proposed.*

NOTE: It is generally recommended that sidewalks are provided surrounding the school campus and that all immediate adjacent roadway crossing points are accompanied by crosswalks, crossing guards, and barrier free ramps. All faded crosswalks are generally recommended to be refreshed.

3. All Ingress and Egress Points of Access for Motor Vehicles or Pedestrians

Ingress and Egress points of access for motor vehicles and/or pedestrians are shown on the TMP Exhibit. A description is provided below relative to each adjacent street where site access is provided.

Existing Conditions

Longbranch Lane has two points of access to the campus which service the lone parking lot for the school. The parking lot is available for use for faculty and visitors. All pick-up and drop-off occurs on the adjacent streets of Long Branch Drive and Gayglen Drive.

Main pedestrian access is through the main entrance on the north side of the school building to access the parent waiting area for Gayglen Drive. Also, secondary access for older students is at a door east of the main entrance. Another, secondary access is provided on the southwest side of the building where students access the bus area and parent pick-up area for Longbranch Lane.

Proposed Conditions

As a part of the improvements for the campus, a new fire lane will be constructed to service the back side of the building. This lane will connect to the existing parking lot along Longbranch Lane just west of the building. The new fire lane will not be used by parents or teaching staff.

4. Pickup Queuing Summary Table

Pickup queuing summary table indicating school schedule and student enrollment for each grade, maximum vehicular accumulation, storage capacity, and surplus for each dismissal period and/or designated student loading zone.

Table 1. Pickup Queuing Summary Table

DISMISSAL PERIOD/ZONE	GRADES	ENROLLMENT	MAXIMUM VEHICLE ACCUMULATION	STORAGE CAPACITY	SURPLUS/ DEFICIT
EXISTING AND FUTURE - VEHICLES					
1 (3:15 PM)	PK - 5	400	70	0	-70

5. On-site Traffic Circulation, Including any Temporary Traffic Control Devices

Existing Conditions

Students for all grades are released from school at 3:15 pm. Younger students are released from the main front entrance – to locate parents parking/standing on Gayglen Drive -- and from behind the school building – to access the single bus or locate parents parking/standing on Longbranch Lane. Older students are released from a third entry point that is located on the north side of the campus, adjacent to Gayglen Drive.

A single bus is located within the parking lot behind the school building and leaves the parking lot approximately at 3:10 pm and circulates via Longbranch Lane. Gayglen Drive operates as one-way eastbound during school zone hours. Parent vehicles park/stand along Gayglen Drive and Longbranch Lane on both curbsides adjacent to the school building. Parents typically park their vehicle on the curbside of the adjacent streets, walk up to the main entrance, and wait for the students to be released. Once the student locates their parent, the parent accompanies the student back to the vehicle location. If the

parent parked outside of the immediate vicinity, the parent and student will utilize the crossing guard to help cross at the intersection of Gayglen Drive and Longbranch Lane.

Traffic cones are set along Gayglen Drive adjacent to the school building as shown on the TMP Exhibit to form three distinct separate lanes for traffic to circulate. The two lanes closest to the school building operate as queuing lanes while the other lane operates as a “by-pass” lane. Traffic typically operates with clockwise circulation around the campus.

Proposed Conditions

Traffic cones on Gayglen Drive are to be removed and the “by-pass” lane is to be removed. “By-pass” lane queuing is to be relocated to other curbsides fronting the school property along Gayglen Drive and Longbranch Lane.

Temporary Traffic Control Devices

- See TMP Exhibit

6. Coordination System

Proposed student drop-off and pick-up coordination system: passenger ID system, separation of modes of transportation, staggering times.

a. Passenger ID System: Managed System

A Managed System is defined as a coordination system that provides supervision to students (whether via card reader system, walkie-talkie system, and/or staff supervision and involvement) to direct students to locate a specific parent vehicle.

An Unmanaged System is defined as a coordination system where students are not supervised and not directed towards a specific parent vehicle.

The subject school operates as a “Manage System” as defined above.

b. Separation of Modes:

As provided by the district (and validated by observations), the below percentages represent the modes of transportation for the students for the subject school:

Dismissal/Staggered Zone 1: Bus: 5%; Walk: 5%; Parent: 90%

7. Staff Assistance

Number and location of school staff assisting with unloading and loading of students, including staff requirements and expectations.

Existing Conditions

It was observed that 2-3 staff members were present for each pick-up area to assist pick-up and drop-off operations at the exit locations. Parent loading areas were immediately outside of the exit areas where staff would transfer students from the building to parent care. These staff were also present to assist students into the bus behind the school building.

Proposed Conditions

The staff requirements and expectations as defined in this TMP consist of the number of staff (as mentioned above and determined by the school operator) involved in assistance to pick-up and drop-off operations are required to be present at loading and unloading zones as shown in the TMP (suggested 3 staff members in front of building and 3 staff members in back of building). Staff are to assist students entering/exiting the school building to/from parent vehicles and designated loading/unloading zones in a safe and efficient manner. Staff are to follow the guidelines as presented in the TMP Exhibit.

8. Non-School Staff Assistance

Number and location of adult school crossing guards and /or off-duty deputized officers.

Existing Conditions

Described below are the crosswalks currently utilized by students:

- a. Gayglen Drive and Longbranch Drive: North and east legs of the intersection and are accompanied by a crossing guard.

Proposed Conditions

A crossing guard to be implemented at the intersection of Gayglen Drive and Whitestar Lane (subject to City of Dallas approval).

- Also see TMP Exhibit

9. Statement

REVIEW AND COMMITMENT

The William A. Blair Elementary School Traffic Management Plan (TMP) was developed with the intent of optimizing safety and efficiency accommodating vehicular traffic generated during the school's typical student drop-off and pick-up periods. This plan was developed with direct input from individuals familiar with the general characteristics of the traffic needs of the school. It is important to note that a concerted and ongoing effort and full participation of the school administration are essential to accomplish these goals.

By the endorsement provided below, the school administration hereby agrees to implement, adhere to, and support the strategies presented in the TMP for which the school is held responsible for unless the City of Dallas deems those strategies are no longer necessary or that other measures are found more appropriate.



Principal Signature



Date

Police Department Signature

Date

10. Engineer Seal

Signed, stamped and dated by a license Professional Engineer in the State of Texas with specific expertise in transportation and traffic engineering, preferably certified as a Professional Traffic Operations Engineer (See Page 1).

11. Memorandum Format

This memorandum is prepared in a format that is easy to transmit to parents and school staff as information within the memorandum was directed by the Traffic Management Plan Guidelines provided with the City of Dallas Street Design Manual.

12. Additional Applicable Information

a. School Bus Operations:

School bus operations consist of a single bus that loads/unloads from the parking lot. Just a select few students were observed to utilize the bus – approximately 5% of the enrollment.

b. Methodology for projected maximum vehicular accumulation:

Projected maximum vehicle accumulation was calculated using the existing peak vehicle accumulation found through onsite observations. Onsite observations consisted of identifying vehicle locations and determining the frontage along Gayglen Drive and Longbranch Drive into linear feet. From there, using a 25 feet per vehicles conversion, the number of vehicles were determined. For more information, see above and/or TMP Exhibit.

c. Pedestrian Routes up to half a mile away from all pedestrian access points:

Pedestrian routes include students utilizing the sidewalks adjacent to the school building along Gayglen Drive and Longbranch Drive. It was observed that approximately 5% of the enrollment actually walked to and from home, however many students walked with their parents to locate the parent vehicle. Some parents/students utilized the crosswalk(s) located at the intersection of Gayglen Drive and Longbranch Lane to locate the parent vehicle. Main destinations for the small percentage of students walking home (up to half a mile away) consist of utilizing the sidewalks adjacent to Gayglen Drive and Longbranch Lane. (Also see TMP Exhibit)

d. Parking management strategies (See TMP Exhibit for references):

There is only a single parking lot at the campus. The parking lot is utilized by faculty and visitors. A total of 43 parking spaces that are utilized by faculty and visitors.

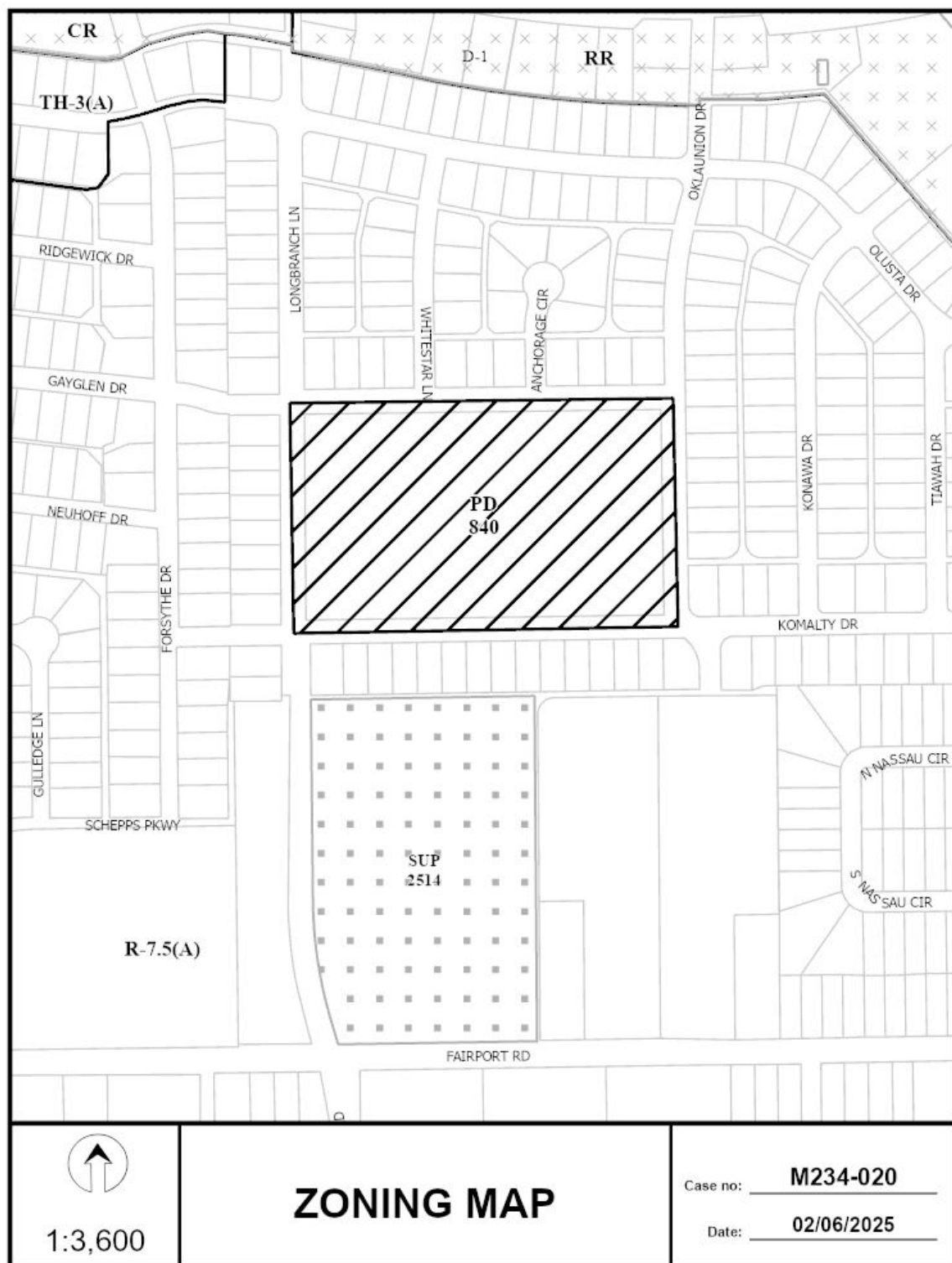
See TMP Exhibit for on-street parking restrictions.

e. Recommendations to encourage walking and biking:

- A crossing guard to be implemented at the intersection of Gayglen Drive and Whitestar Lane (subject to City of Dallas approval).

f. Other Recommendations:

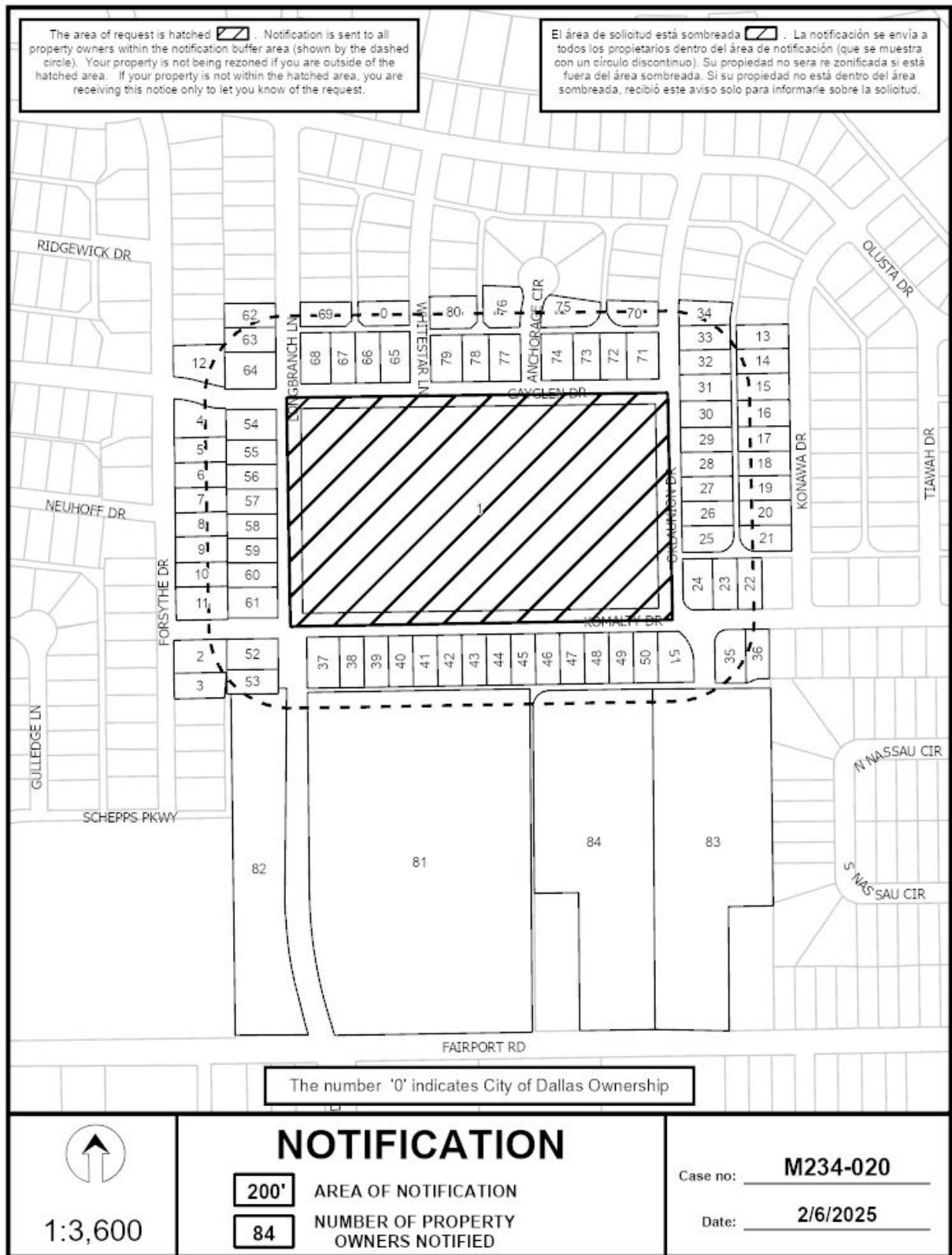
- Remove Bus Zone No Parking Signs along Gayglen Drive adjacent to the school building. Replace signs with typical “No Parking” signs. Timing to be determined by the City of Dallas and DISD.
- Remove and replace faded and/or damaged signs on the adjacent roads surrounding the school building. Refer to the project signage & striping plan for further information.
- Traffic cones on Gayglen Drive are to be removed and the “by-pass” lane is to be removed. “By-pass” lane queuing is to be relocated to other curbsides fronting the school property along Gayglen Drive and Longbranch Lane.





Aerial View





M234-011(SAS)

02/06/2025

Notification List of Property Owners***M234-020******84 Property Owners Notified***

<i>Label #</i>	<i>Address</i>	<i>Owner</i>
1	7720 GAYGLEN DR	Dallas ISD
2	506 FORSYTHE DR	RICHARDSON CARL R
3	510 FORSYTHE DR	DOLPHIN INVESTMENT GROUP LLC
4	406 FORSYTHE DR	NUNN IRENE H
5	410 FORSYTHE DR	CROSS LARRY D
6	416 FORSYTHE DR	HANDY LORA CLARK EST OF
7	420 FORSYTHE DR	RAFTER WALKER REAL EST I
8	426 FORSYTHE DR	BRAGGS MARY M
9	430 FORSYTHE DR	MAYS MACY JOHNSON
10	436 FORSYTHE DR	HORTA JOSE LUIS SANCHEZ &
11	440 FORSYTHE DR	HAILEY RUFUS EST OF
12	324 FORSYTHE DR	GULLEY OCIE
13	323 KONAWA DR	POZAS JOSE SANTOS &
14	327 KONAWA DR	HAMILTON NANCY B
15	331 KONAWA DR	LOPEZ JUAN CARLOS GARCIA &
16	335 KONAWA DR	PHELPS WALLACE B
17	339 KONAWA DR	COOK CURTIS L & HEIKE G
18	403 KONAWA DR	COOK KEVIN
19	407 KONAWA DR	YELDELL LINDA &
20	411 KONAWA DR	TORRES YOLANDA PATRICIA
21	415 KONAWA DR	SAMPSON LEON K JR
22	7917 KOMALTY DR	RAY ALFRED V & ROBERT M
23	7911 KOMALTY DR	JOHNSON NOVIS JEAN &
24	7905 KOMALTY DR	AGUILERA YOLANDA GONZALES &
25	426 OKLAUNION DR	Taxpayer at
26	422 OKLAUNION DR	Taxpayer at

02/06/2025

<i>Label #</i>	<i>Address</i>	<i>Owner</i>
27	418 OKLAUNION DR	MARTINEZ ROMAN M
28	414 OKLAUNION DR	HAMILTON GLADYS V
29	410 OKLAUNION DR	RAMIREZ ARELI
30	406 OKLAUNION DR	DUARTE RAQUEL
31	316 OKLAUNION DR	RODRIGUEZ LUIS ALBERTO R
32	312 OKLAUNION DR	WASHINGTON BETTYE JO &
33	308 OKLAUNION DR	SAUCEDO JULIA ALEJANDRA
34	304 OKLAUNION DR	MAZA OSCAR
35	7912 KOMALTY DR	HALL PATRICIA ANN
36	7918 KOMALTY DR	WELLS VACHINNA
37	7706 KOMALTY DR	ESCAMILLA SERGIO & IRMA
38	7710 KOMALTY DR	RIVERA VICTOR JESUS
39	7716 KOMALTY DR	ESPINOZA FRANCISCO J &
40	7720 KOMALTY DR	SEGOVIA ARTURO
41	7726 KOMALTY DR	NOLAN LINDA J
42	7730 KOMALTY DR	BENITEZ BALTAZAR O
43	7736 KOMALTY DR	ROSAS JOSE I ALVAREZ & MARIA G PERALES
44	7740 KOMALTY DR	JOHNSON EILEEN
45	7804 KOMALTY DR	ALFARO DOLORES
46	7810 KOMALTY DR	BRIONES MARTIN &
47	7814 KOMALTY DR	OLIVER CASSANDRA D
48	7818 KOMALTY DR	DANIELS ROBERT D
49	7822 KOMALTY DR	BROADNAX ROBERT
50	7828 KOMALTY DR	SANCHEZ RANULFO
51	7832 KOMALTY DR	VALDEZ JUAN J JR
52	505 LONGBRANCH LN	MARTINEZ YULIANA OLIVO &
53	509 LONGBRANCH LN	RAMIREZ ARACELI PASTOR
54	405 LONGBRANCH LN	SPRINGER MARY E
55	409 LONGBRANCH LN	GONZALEZ CARMELA DELGADO
56	415 LONGBRANCH LN	JB III INVESTMENTS INC
57	419 LONGBRANCH LN	CUBA FAYE R

02/06/2025

<i>Label #</i>	<i>Address</i>	<i>Owner</i>
58	425 LONGBRANCH LN	NUNES NARCISO FLORES &
59	429 LONGBRANCH LN	RODRIGUEZ MARIA A &
60	433 LONGBRANCH LN	TAMEZ JOSE LUIS & BERTHA G
61	439 LONGBRANCH LN	WALKER JOHN L
62	311 LONGBRANCH LN	FUTTY ARTHUR
63	317 LONGBRANCH LN	FORD HEATH
64	323 LONGBRANCH LN	A1 HOME OFFERS LLC
65	7721 GAYGLEN DR	MALDONADO BLANCA &
66	7715 GAYGLEN DR	MORALES ALFREDO & MARIA ESPERANZA
67	7709 GAYGLEN DR	PERKINS BOBBIE J EST OF
68	7705 GAYGLEN DR	MILLER MELO D EST OF
69	312 LONGBRANCH LN	FRANKLIN CINDY REVOCABLE LIVING TRUST
70	305 OKLAUNION DR	TUCKER PENITA EST OF
71	7829 GAYGLEN DR	GUERERRO JUAN & ANN
72	7825 GAYGLEN DR	SIAS FELIX
73	7819 GAYGLEN DR	ALEJOS ANTONIO &
74	7815 GAYGLEN DR	JOHNSON HERBERT L
75	312 ANCHORAGE CIR	VARGAS EVER ESPINOZA &
76	311 ANCHORAGE CIR	HAWKINS LATOY JAMELL WIMBLEY
77	7805 GAYGLEN DR	JOHNSON MICHAEL E
78	7737 GAYGLEN DR	HOWELL GEORGE LEE &
79	7731 GAYGLEN DR	BARTON SHIRLEY
80	316 WHITESTAR LN	GUZMAN JULIAN
81	7505 FAIRPORT RD	PANNAVASA MEDITATION CORPORATION
82	515 LONGBRANCH LN	NEW PROVIDENCE MISSIONARY
83	7707 FAIRPORT RD	RODRIGUEZ IGNACIO &
84	7703 FAIRPORT RD	BROOKS CHANTELL