

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.

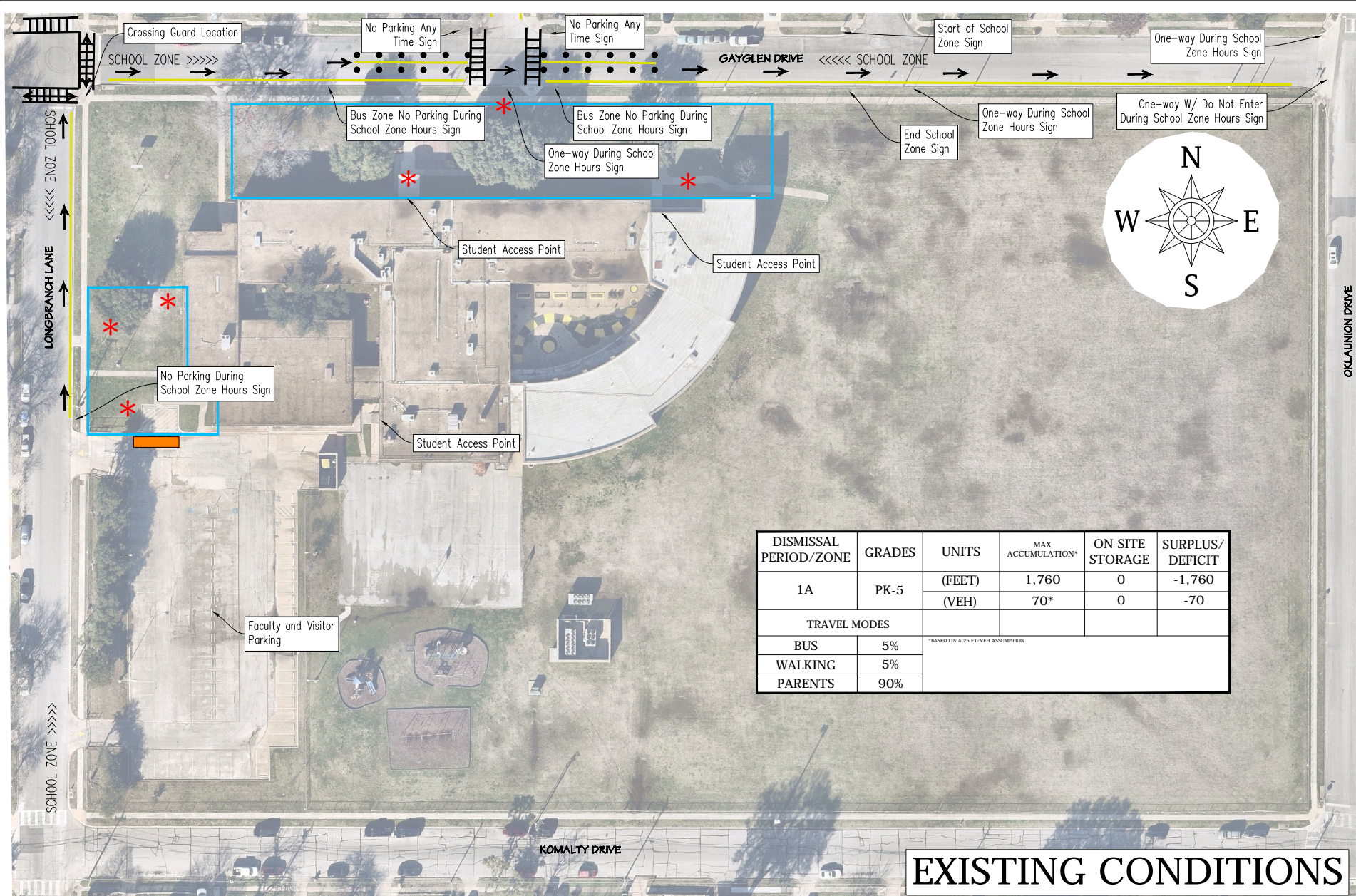
The purpose of a school Traffic Management Plan (TMP) is to provide guidelines to a site-specific plan to coordinate traffic circulation during school peak hours. TMPs should promote strategies to manage all modes of transportation and maintain student safety paramount at all times. An effective plan 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)



DISMISSAL PERIOD/ZONE	GRADES	UNITS	MAX ACCUMULATION*	ON-SITE STORAGE	SURPLUS/ DEFICIT
1A	PK-5	(FEET)	1,760	0	-1,760
		(VEH)	70*	0	-70
TRAVEL MODES					
BUS	5%	*BASED ON A 25 FT/VEH ASSUMPTION			
WALKING	5%				
PARENTS	90%				

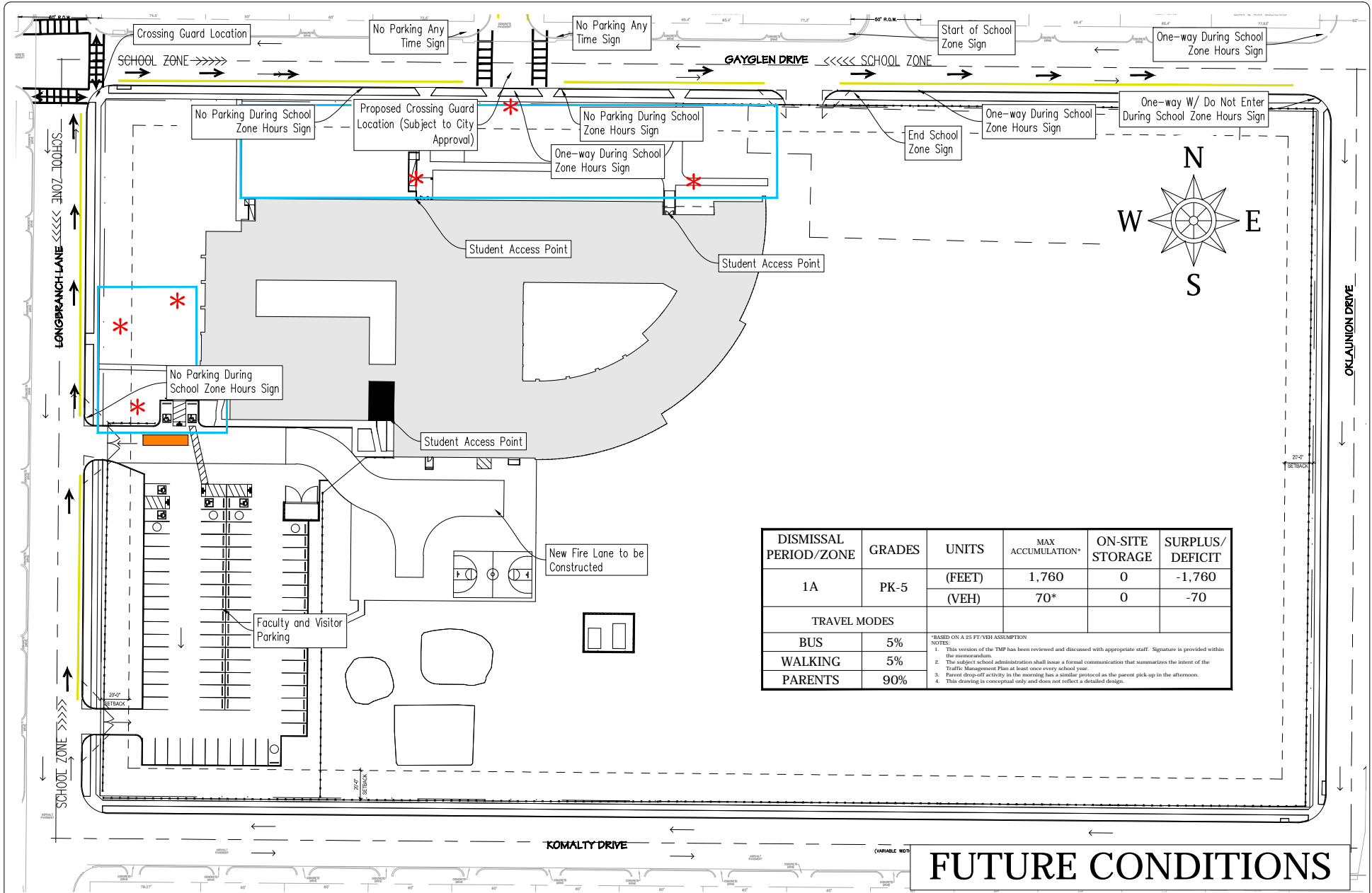
EXISTING CONDITIONS

- LEGEND:
- PARKING/STANDING
 - TRAFFIC CONE
 - SCHOOL BUS
 - ↔ PED CROSSING
 - PARENT WALK-UP AREA
 - ↔ CIRCULATION
 - * STAFF ASSISTANCE

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Drawn:	Checked:	Date	Job No.
HWL	HWL	3/05/24	24-025

EXHIBIT 1 - TMP
DISD W A BLAIR ELEMENTARY SCHOOL
CITY OF DALLAS
DALLAS COUNTY, TEXAS



DISMISSAL PERIOD/ZONE	GRADES	UNITS	MAX ACCUMULATION*	ON-SITE STORAGE	SURPLUS/ DEFICIT
1A	PK-5	(FEET)	1,760	0	-1,760
		(VEH)	70*	0	-70
TRAVEL MODES					
BUS	5%	*BASED ON A 25 FT/VEH ASSUMPTION			
WALKING	5%	NOTES: 1. This version of the TMP has been reviewed and discussed with appropriate staff. Signature is provided within the memorandum. 2. The subject school administration shall issue a formal communication that summarizes the intent of the Traffic Management Plan at least once every school year.			
PARENTS	90%	3. Parent drop-off activity in the morning has a similar protocol as the parent pick-up in the afternoon. 4. This drawing is conceptual only and does not reflect a detailed design.			

FUTURE CONDITIONS

- LEGEND:
- PARKING/STANDING
 - TRAFFIC CONE
 - SCHOOL BUS
 - ↔ PED CROSSING
 - PARENT WALK-UP AREA
 - ↔ CIRCULATION
 - * STAFF ASSISTANCE



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EXHIBIT 2 - TMP DISD W A BLAIR ELEMENTARY SCHOOL CITY OF DALLAS DALLAS COUNTY, TEXAS

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 Gaylen Drive.

Main pedestrian access is through the main entrance on the north side of the school building to access the parent waiting area for Gaylen 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 Gaylen 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 Gaylen 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. Gaylen Drive operates as one-way eastbound during school zone hours. Parent vehicles park/stand along Gaylen 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 “Managed 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.