

Traffic Management Plan Meadowbrook School

October 1, 2025

Introduction

The services of Lambeth Engineering Associates, PLLC, (herein Lambeth Engineering) were retained to conduct a traffic management plan (TMP) for the Meadowbrook School (Meadowbrook). The future campus will be located within the Unity of Dallas Church. Currently, the church operates a daycare on its premises in accordance with city regulations. This daycare will continue to function without interruption and will not impact the development of the future school. The purpose of this TMP is to ensure safe vehicular and pedestrian circulation during peak morning drop-off and afternoon pick-up periods. Below is general information about Meadowbrook.

School:

- Location: 6525 Forest Lane, Dallas, Texas 75230; Meadowbrook is located within the Unity of Dallas Church property.
- School District: Private School
- Church Daycare Times:
 - 8:30 AM – 11:45 AM (Half-Day)
 - 8:30 AM – 3:00 PM (Full-Day)
- Meadowbrook School Times:
 - 8:00 AM – 2:30 PM

Zoning:

- Existing Zoning: R-16(A)
- Proposed Zoning: SUP
- Project: Meadowbrook plans expand within the north building on the Unity of Dallas Church campus, serving 1st – 4th grade students. This expansion includes classrooms, a library, and a gym.

Students:

- Existing and Future Daycare Capacity: 100 students 3 – 6 years old
- Projected Student Enrollment: 144 students in 1st – 4th grades
- **Table 1** summarizes the total number of students per grade

Table 1. Future Student Capacity

Grade	Current Enrollment	Student Capacity
1 st	0	36
2 nd	0	36
3 rd	0	36
4 th	0	36
1st - 4th Grade Total:	0	144

School Access:

- Site Driveways:
 - Two (2) existing driveways
 - East driveway to be used as the entrance for parent vehicles
 - West driveway to be used as the exit for parent vehicles
- Surrounding Roadways:
 - Forest Lane: Six-lane, divided roadway, 40 MPH
- Sidewalks are provided on all streets adjacent to the school.

Traffic Management Plan

Queue

Lambeth Engineering met with Whitney Morris, Director, and Amy Parker, Assistant Director during the process of developing the TMP. Traffic observations were conducted on the following dates and times:

- Wednesday, March 5, 2025 – Midday Dismissal
- Thursday, March 6, 2025 – PM Dismissal
- Thursday, March 13, 2025 – PM Dismissal
- Tuesday, March 25, 2025 – AM Arrival

The peak queue of parent vehicles picking up students was observed to be about 31 vehicles. For planning purposes, a rate of one parent vehicle per five students is used for this TMP.

As expected, the peak period of parent vehicles accumulating at the school occurred during the afternoon dismissal period. All traffic clears the campus within ten (10) minutes once school is dismissed. It is important to note that the current daycare dismissal releases half of their students during the half-day release and that the daycare release will interrupt or cause any issues during the 1st – 4th grade dismissal.

The projected vehicular accumulations are summarized in **Table 2** below. As shown, the proposed site plan has adequate space to accommodate all parent vehicles on-site.

Table 2. TMP Summary

Student Capacity	Travel Modes	Loading Zone	Projected Peak Queue of Parent Vehicles	Provided Queue Space for Parent Vehicles On-Site	Surplus Availability On-Site for Parent Vehicles
144 Students	Parents 100%	1 st - 4 th	31 Veh. (729 Feet)	46 Veh. (1,080 Feet)	15 Veh. (351 Feet)
	Walkers 0%				
Buses 0%					
Grades	School Times				
1st - 4th	Beginning: 8:00 AM Dismissal: 2:30 PM				

Recommendations

The TMP recommendations are described below and shown in **Exhibit 1**.

Students

1. Students are dropped off and picked up at the loading zone on the east side of the north building.

Parents

2. Daycare Parents:
 - a. Parent vehicles will enter the parking lot via the eastern driveway via Forest Lane. Parents will then proceed to the designated loading zone on the east side of the south building. Parents will exit via the western driveway onto Forest Lane.
3. Meadowbrook Parents:
 - a. Parent vehicles will enter the parking lot via the eastern driveway via Forest Lane. Parents will then proceed to the designated loading zone on the east side of the north building. Parents will exit via the western driveway onto Forest Lane.

Buses

4. No school buses are planned to serve Meadowbrook.

Staff

5. Staff should monitor students at each area where parents are picking up students until all students are dismissed.
6. Staff should assist students into their vehicles, when needed.
7. Staff should communicate via microphone (or walkie talkie) to announce which parents are arriving so that the corresponding student(s) can proceed to the loading area in the proper sequence.

Licensed Peace Officers

8. A licensed peace officer is currently assigned during all hours of the school day.

Crossing Guards

9. No school crossing guards are assigned to Meadowbrook, and none are recommended.

Parking Restrictions

10. There is no need for parking restrictions at present or when Meadowbrook reaches capacity.

School Zones

11. Currently, there are no school zones at this location, and none are recommended since there will not be students walking home.

Off-Site Improvements


12. Currently, no off-site improvements are recommended.

Summary

The Meadowbrook Traffic Management Plan is designed to provide safe vehicular and pedestrian movement to and from school and can accommodate the projected vehicular queues on campus.

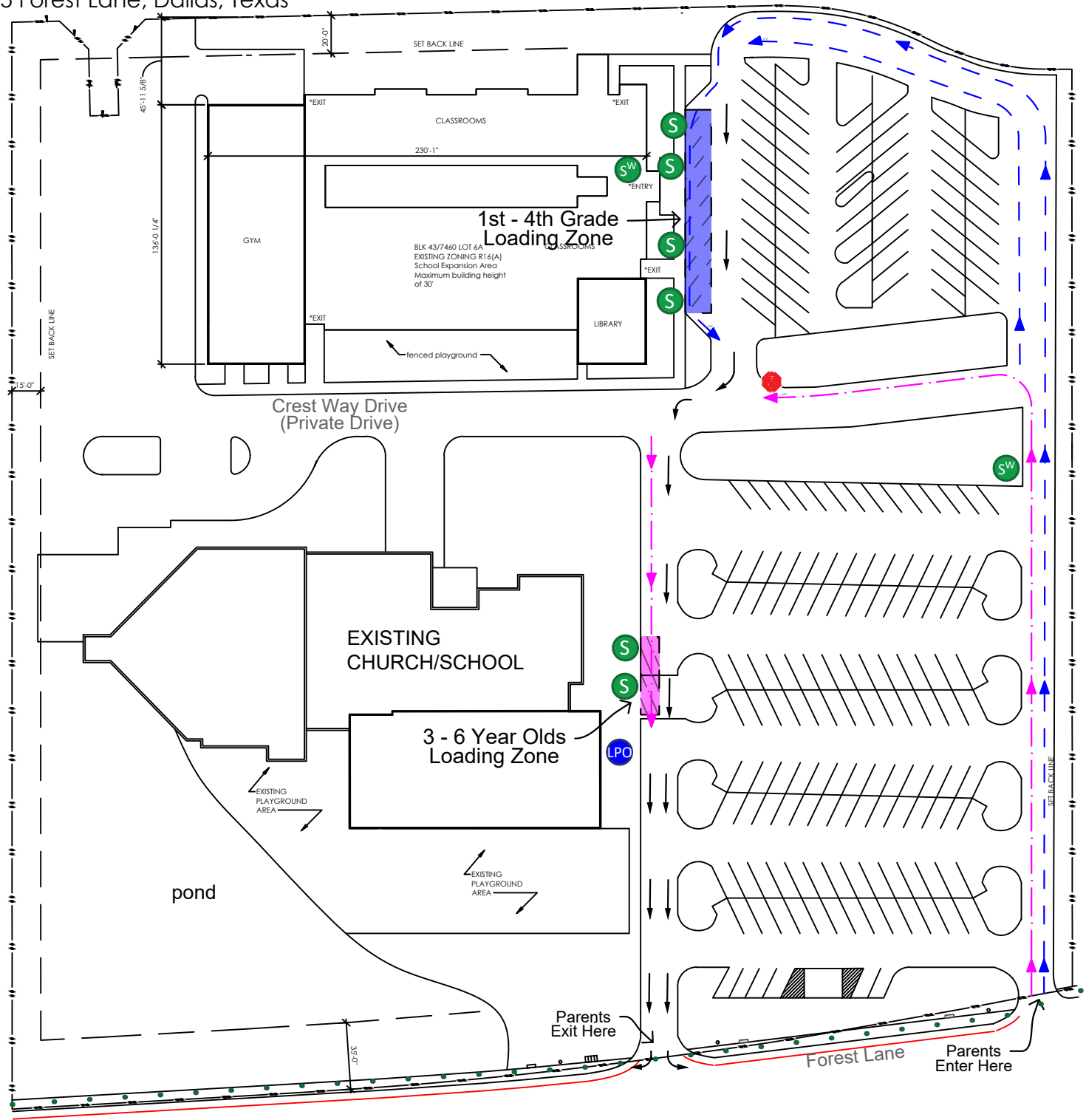
If traffic congestion or unsafe movements are noticed, the plan should be reviewed and updated promptly.

END

SCHOOL TMP REVIEW AND COMMITMENT	
The school traffic management plan (TMP) for the <i>Meadowbrook School</i> was developed with the intent of optimizing safety and efficiently accommodating vehicular traffic generated during the school’s typical student drop-off and pick-up periods. A concerted effort and full participation of the school administration are essential to maintain safe and efficient traffic operations.	
By consent of this submittal, the school administration hereby agrees to implement, adhere to, and support the strategies presented in this TMP for which the school is held responsible until or unless the City of Dallas deems those strategies are no longer necessary through a minor amendment.	
 _____ Signature	10/1/25 _____ Date
Name: <u>Jeff Moredock</u>	
Title: <u>Co-President, Meadowbrook School</u>	

Meadowbrook School

6525 Forest Lane, Dallas, Texas



Legend:

	Staff		1 st - 4 th Grade Queue
	Staff w/ Walkie-Talkie		1 st - 4 th Grade Loading Zone
	No Parking		Daycare Queue
	Traffic Flow		Daycare Loading Zone
	Sidewalk Path		Licensed Peace Officer

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1 Traffic Management Plan

