

# TRAFFIC MANAGEMENT PLAN

Z212-218



A handwritten signature in blue ink that reads "Hunter W. Lemley".

Dallas Independent School District Geneva Heights Elementary  
School  
CITY OF DALLAS

## Introduction

The services of **Pacheco Koch** (PK) were retained by Masterplan on behalf of **Dallas Independent School District (DISD)** to prepare a Traffic Management Plan (TMP), as requested by the City of Dallas, for the existing DISD Geneva Height Elementary School described below.

As described in Appendix A6 of the City of Dallas *Street Design Manual*, a school Traffic Management Plan is a "site-specific plan providing guidelines 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, renewed understanding and coordinated efforts by city staff, school administration and staff, neighbors, parents, and students.

This TMP was prepared by registered engineers at Pacheco Koch who are experienced in transportation and traffic engineering (the "Engineer"). Pacheco Koch is a licensed engineering firm based in Dallas, Texas, that provides professional engineering and related services.

The engineer performed most recent on-site dismissal field observations on Tuesday November 14<sup>th</sup> and Thursday, March 3<sup>rd</sup> during morning and afternoon periods that validates all information in this report.

## 1. TMP EXHIBIT

(See attached Exhibit 1 - Traffic Management Plan)

## 2. SCHOOL LOCATION AND DESCRIPTION

- **School site location:** 2911 Delmar Avenue, Dallas, Texas
- **Description of adjacent roadways:**
  - Adjacent Streets:
    - Delmar Avenue:
      - Cross-section: Two lanes, two-way operation, undivided.
      - Sidewalk connectivity evident along frontage of school. *[School Zone]*
      - Speed Limit: 30 mph *[School Zone of 20 mph]*
    - Adjacent Streets:
      - Vanderbilt Avenue:
        - Cross-section: Two lanes, two-way operation [eastbound one-way operational during school hours], undivided.
        - Sidewalk connectivity evident along frontage of school. *[School Zone]*
        - Speed Limit: 30 mph *[School Zone of 20 mph]*
      - Matilda Street:
        - Cross-section: Three lanes with center two-way left-turn lane and bike lanes for each direction, two-way operation, undivided.
        - Sidewalk connectivity evident along frontage of school. *[School Zone]*
        - Speed Limit: 35 mph *[School Zone of 20 mph]*
      - Goodwin Avenue:
        - Cross-section: Two lanes, two-way operation [westbound one-way operational during school hours], undivided.
        - Sidewalk connectivity evident along frontage of school. *[School Zone]*
        - Speed Limit: 30 mph *[School Zone of 20 mph]*

- **Adjacent Intersections:**

- Delmar Avenue and Vanderbilt Avenue - Marked crosswalks on west and south legs, barrier free ramps provided on all corners.
- Matilda Street and Vanderbilt Avenue - Marked crosswalks on all approaches, barrier free ramps provided on all corners.
- Matilda Street and Goodwin Avenue - Marked crosswalks on all approaches, barrier free ramps provided on all corners.
- Delmar Avenue and Goodwin Avenue - Marked crosswalks on north, west and east legs, barrier free ramps provided on all corners.

NOTE: It is generally recommended that all applicable crosswalks/barrier free ramps/sidewalks comply with current ADA accessibility requirements. Pacheco Koch is not certified to provide a full ADA compliance inspection, which is performed by licensed inspectors during the design and permitting process. All pavement markings, traffic signs, school zones, and pedestrian infrastructure improvements are recommended to be upgraded at permitting as applicable and meet current city and TMUTCD standards.

### 3. INGRESS/EGRESS POINTS OF ACCESS

- **Vehicular Ingress/Egress Points:**

- Vanderbilt Avenue: One Driveway (Existing and Proposed)
- Goodwin Avenue: One Driveway (Existing and Proposed)

- **Student (Building) Ingress/Egress Points:**

- Main student pedestrian access will be located at the north, south and east sides of the school building.

### 4. QUEUING SUMMARY TABLE

The following table presents the projected queuing vehicle accumulation for the subject campus. The calculations for vehicle accumulation and parking are based upon estimated ratios – estimated linear feet of queue per student – along with the assumptions provided by DISD for this campus have been validated by on-site dismissal observations conducted on Tuesday November 14<sup>th</sup> and Thursday, March 3<sup>rd</sup>. All information provided in the table below is strictly for the afternoon student pick-up release period.

See Section 12(b) for specific information on the methodology and calculations used in the table below. Specific separation of modes of transportation was provided by DISD and is provided in Section 6.

Table 1. Queuing Summary Table

| Dismissal Period<br>(Loading Zone) | Grades              | Start/End Times   | Total Enrollment |          | Maximum Vehicle Accumulation | (On-Site) Storage Capacity (veh) | Surplus /Deficit (veh) |
|------------------------------------|---------------------|-------------------|------------------|----------|------------------------------|----------------------------------|------------------------|
|                                    |                     |                   | Existing         | Proposed |                              |                                  |                        |
| 1A                                 | Pre-K               | 7:30 AM – 3:00 PM | 98               | 98       | 21                           | 14                               | -7                     |
| 2                                  | K – 5 <sup>th</sup> | 7:30 AM – 3:15 PM | 417              | 417      | 87                           | 14                               | -73                    |

## 5. CIRCULATION

This section provides on-site traffic circulation, including any temporary traffic control devices.

### - Description of Existing and Proposed Conditions

#### On-Site Circulation:

- Pre-K – 5<sup>th</sup> Grade:

Parent traffic enters the area from all roads leading to the school building. Parent traffic queues/stands on all curb sides surrounding the building, except Matilda Street. There is a small number of vehicles queuing/standing within the parking lot area west of the school building.

A single school bus is used for this particular school and loads and unloads students along the eastbound curbside of Vanderbilt Avenue adjacent to the site.

A staff and visitor parking lot is provided on the property west of the school building.

#### Temporary traffic control devices:

- Temporary traffic control devices are not proposed to be used for this TMP in order to facilitate drop-off/pick-up operations.

## 6. DROP-OFF/PICK-UP COORDINATION

This section provides proposed student drop-off/pick-up coordination information.

- **Subject School Recommended Loading System:**

- Administered Non-Sequential Loading System

**DEFINITIONS:**

An “Administered Sequential Loading System” refers to a managed system that enforces a prescribed policy for picking up students at a specific release time. Passenger loading and vehicle departures are sequential and consecutive order based upon order of arrival. During a prior coordination phase, drivers are provided with some form of identification that school personnel observe upon arrival so that the corresponding passenger is prepped for loading before the vehicle arrives at the designated loading area. This system is the preferred method, specifically for elementary schools, however is not always the most feasible.

An “Administered Non-Sequential Loading System” refers to a more commonly used managed system, typically middle schools, that includes a passively supervised protocol that monitors and discourages unsafe activity along the perimeter of the site. This protocol manages students that wait to exit the building at parent vehicle arrival to get to their destination as staff walks student to parent vehicle. Passenger loading and vehicle departures are considered non-consecutive to allow drivers to circulate through the area on a more random, but structured basis. For the case of separate dismissal locations, parents will be informed prior to pick-up on the correct location to queue.

An “Unmanaged Loading System” refers to an unmanaged protocol where students are not monitored or supervised during the loading period. Vehicle arrivals are non-consecutive and circulate through the area on a more random basis without the supervision of school staff.

- **Separation of modes of transportation:**

- Bus and Walking: 5%
- Picked Up by Parent: 95%

NOTE: Information provided by DISD and validated with field observations

- **Staggered times:**

- 7:30 AM – 3:00 PM (Pre-Kindergarten)
- 7:45 AM – 3:30 PM (K – 5<sup>th</sup>)

## 7. SCHOOL STAFF ASSISTANCE

- Number:
  - Observed: 2-5 Staff Members
  - Desired: 2-5 Staff Members
- Location:
  - Observed: Student Entrances
  - Desired: Student Entrances
- Staff Requirements and expectations:
  - Staff assistance shall be present to allow students to enter and exit the school building in a safe and efficient manner.

## 8. ADULT SCHOOL CROSSING GUARDS AND/OR OFF-DUTY DEPUTIZED OFFICERS

- Number:
  - Observed: 2
    - Matilda St @ Vanderbilt Ave
    - Matilda St @ Goodwin Ave
- Location:
  - Desired: 2
    - Matilda St @ Vanderbilt Ave
    - Matilda St @ Goodwin Ave

## 9. SCHOOL ADMINISTRATION INPUT STATEMENT

The engineer collaborated with both the School District personnel and on-site staff/principal and Student Transportation Services as needed, before and during the process of creation of the Traffic Management Plan.

The site engineer, the architect and the traffic engineer have collaborated the traffic patterns of parent routes, bus routes, and recommendations of the TMP with the on-site and District personnel. The onsite and District personnel have completed a thorough review and any changes that have been discussed have been applied to this version of the plan.

### REVIEW AND COMMITMENT

This school traffic management plan (TMP) for DISD Geneva Heights Elementary School 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. 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 by and the 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 this TMP for which the school is held responsible until or unless the City of Dallas deems those strategies are no longer necessary or that other measures are more appropriate.

\_\_\_\_\_  
Principal Signature

\_\_\_\_\_  
Date

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**Staff comment:**

**TMP needs principal's signature.**

\_\_\_\_\_  
Police Department Signature

\_\_\_\_\_  
Date

Name: \_\_\_\_\_

Title: \_\_\_\_\_

## 10. ENGINEER SEAL

This report is signed, stamped, and dated by a licensed Professional Engineer in the State of Texas with specific expertise in transportation and traffic engineering.

## 11. REPORT FORMAT

This report follows the City of Dallas Traffic Management Plan format as described in Appendix A6 of the City of Dallas *Street Design Manual*.

## 12. OTHER ITEMS WHERE APPLICABLE

- a) School Bus Operations: (See Section 5)
- b) Methodology:
  - a. Engineer Recommended Rate: 5.12 linear feet per student
  - b. Average Length of Vehicle: 23.5 feet
  - c. Separation of modes of transportation:
    - i. Bus and Walking: 5%
    - ii. Picked Up by Parent: 95%
  - NOTE: Information provided by DISD and validated with field observations
  - d. Projected maximum vehicle accumulation: 87
  - e. Projected on-site storage capacity: 14
  - f. Surplus/Deficit: -73
- c) Pedestrian Routes: The pedestrian routes are based on the attendance zone map when finalized. The attendance zone was not provided at the time of this study however, the anticipated (and observed) pedestrian routes include the sidewalk paths along all roads surrounding the building.
- d) Parking Management Strategies:
  - a. On-street parking restrictions:
    - i. Matilda Street: Any Time
    - ii. Vanderbilt Avenue/Goodwin Avenue: During School Hours
    - iii. Delmar Avenue: None
  - b. Faculty Parking:
    - i. West of School Building
  - c. Visitor Parking:
    - i. West of School Building
- e) Recommendations for walking/biking: (See **Exhibit 1**)
- f) Other Recommendations: (See **Exhibit 1**)



TMP MANAGEMENT STRATEGIES

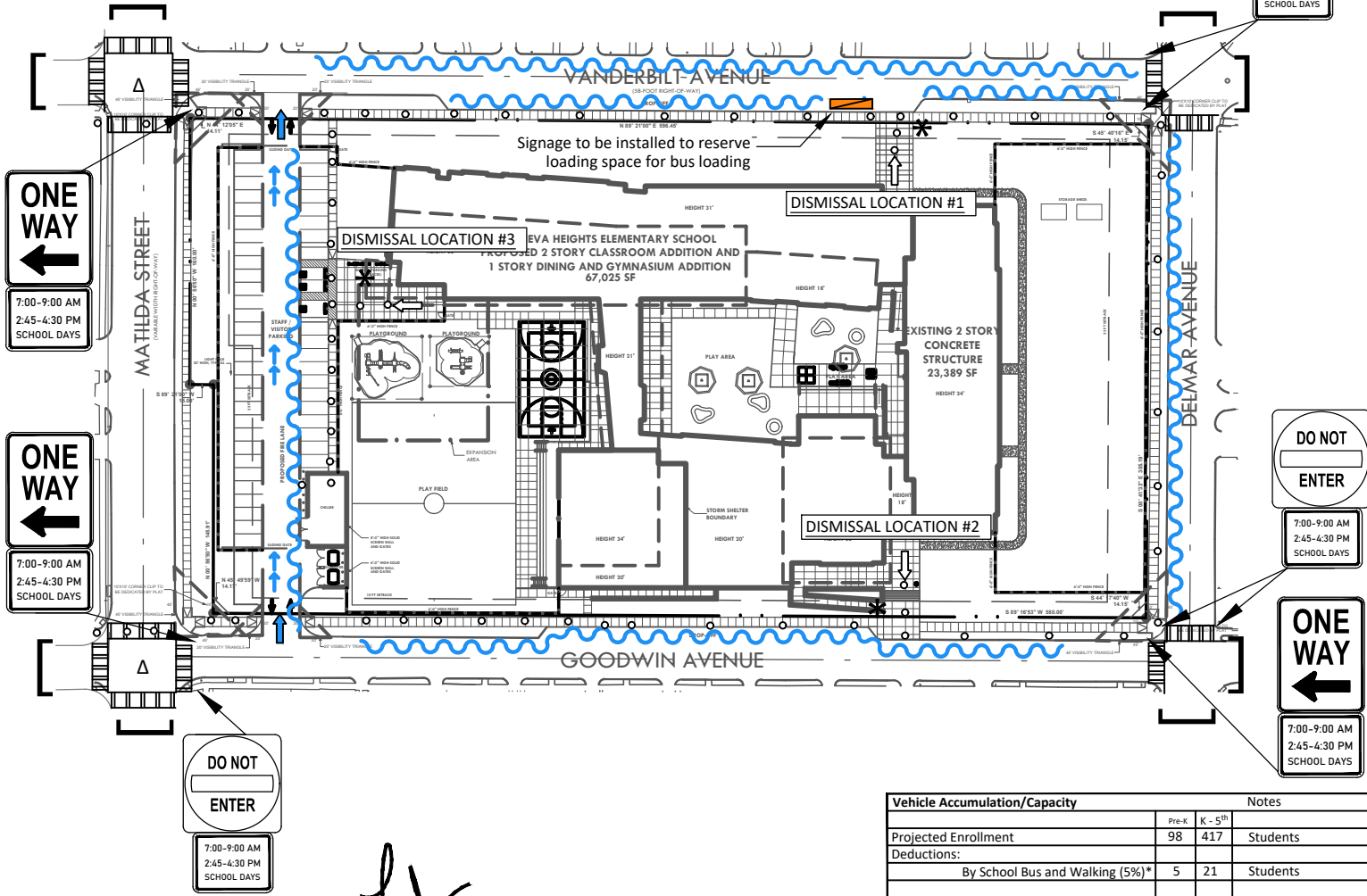
Student ID System: *Administered Non-Sequential Loading System*

# of Staff Assistance: 2-5

# of Crossing Guards: 2

DISMISSAL LOCATIONS:

1. Bus/SPED/Pre-K/Kindergarten/3rd Grade/Vanderbilt Carpool
2. Goodwin Carpool
3. 1st Grade/2nd Grade/4th Grade/5th Grade



LEGEND

- Queue Area
- Circulation/Flow
- Parent Vehicle Access Point
- School Bus Loading/Unloading
- Pedestrian Access Point
- Crosswalk
- Crossing Guard(s)
- Staff Assistance
- School Zone
- Pedestrian Route

GENERAL NOTES:

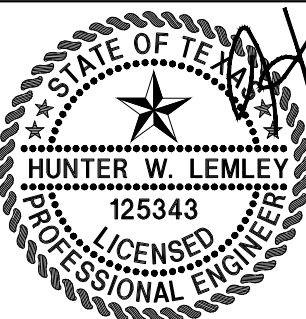
1. The subject school administration shall issue a formal communication that summarizes the intent of the Traffic Management Plan at least once every school year.
2. Parent drop-off activity in the morning has a similar protocol as the parent pick-up in the afternoon. Generally, excessive traffic delays and queuing were not evident during the morning peak.
3. This drawing is conceptual only and does not reflect a detailed design. Site plan designed and provided by others.

| Vehicle Accumulation/Capacity             | Notes |                     |
|-------------------------------------------|-------|---------------------|
|                                           | Pre-K | K - 5 <sup>th</sup> |
| Projected Enrollment                      | 98    | 417                 |
| Deductions:                               |       |                     |
| By School Bus and Walking (5%)*           | 5     | 21                  |
| Other (0%)*                               | 0     | 0                   |
| Students by Pick-up/Drop-off              | 93    | 396                 |
| Engineer Recommended Rate:                | 5.12  | 5.12                |
| Average Length of Vehicle:                | 23.5  | 23.5                |
| "Projected Maximum Vehicle Accumulation": | 21    | 87                  |
| Projected Off-Street Capacity:            | 14    | 14                  |
| SURPLUS/DEFICIT                           | -7    | -73                 |

Note:  
Pre-K to release 15 minutes prior to normal pick-up period.

\*Information given by school district

(DAC: 12/23/22)



THE SEAL APPEARING ON THIS DOCUMENT WAS AUTHORIZED BY HUNTER W. LEMLEY, P.E. 125343 ON 12/23/22. ALTERATION OF A SEALED DOCUMENT WITHOUT PROPER NOTIFICATION TO THE RESPONSIBLE ENGINEER IS AN OFFENSE UNDER THE TEXAS ENGINEERING PRACTICE ACT.