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Traffic Management Plan

The Cambridge School of Dallas, in Dallas, TX

DeShazo Project Number 17119

October 17, 2017

Z167-393

Introduction

The services of DeShazo were retained by the Cambridge School of Dallas to provide a traffic management plan (TMP). The school is located at 3877 Walnut Hill Lane in Dallas, Texas and is zoned Single Family R-16(A). As a condition of the application for SUP (Special Use Permit) approval of the school operations, submittal of the TMP is required by the City of Dallas.

School Operational Characteristics

DeShazo observed student drop-off and pick-up during four periods. School student and queue data is summarized in **Table 1**.

Table 1: School Operational Characteristics

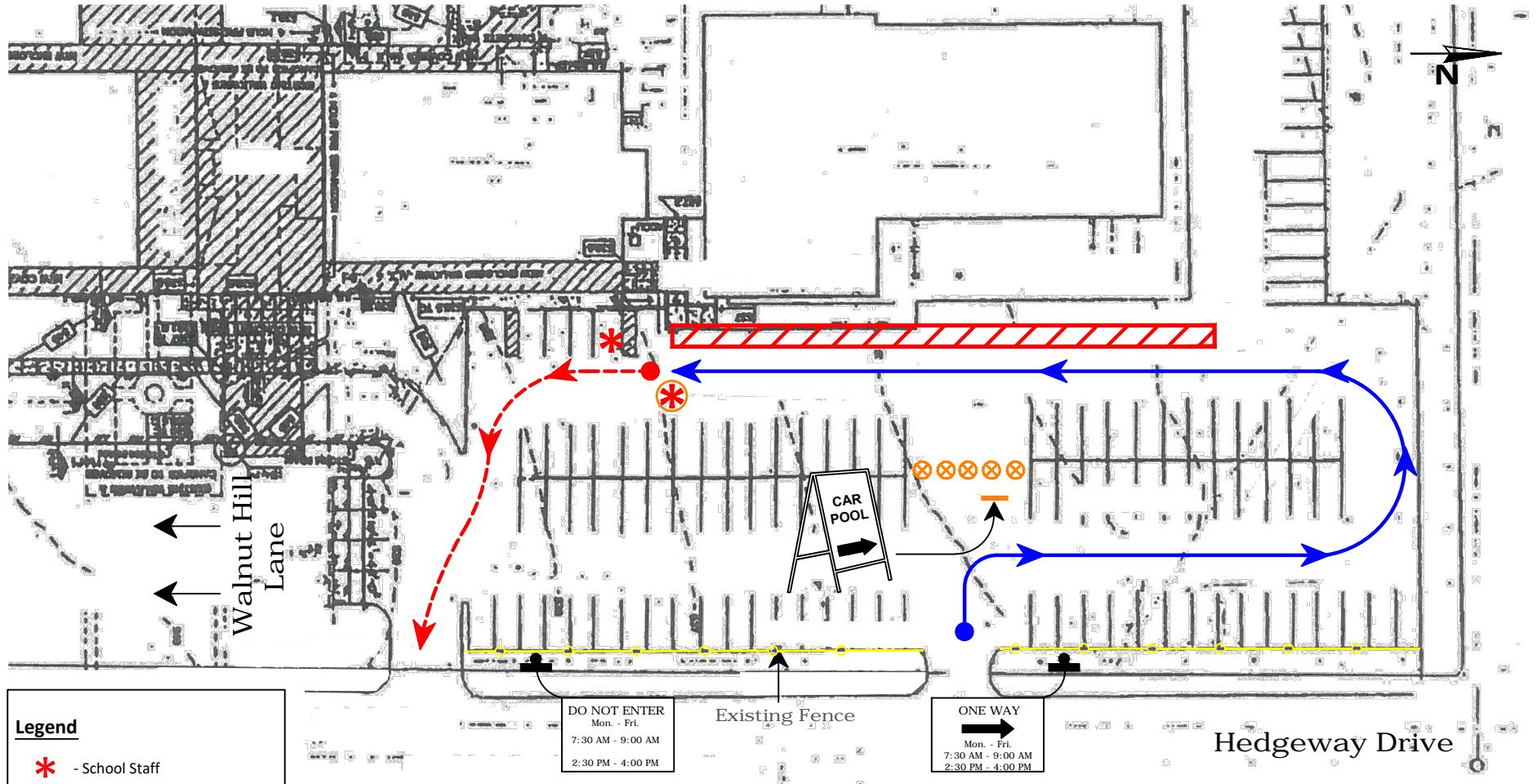
Students	Arrival Begins	School Starts	Dismissal	Traveling Modes	Queue Lengths
5 th – 8 th : Grades: 33 Students 9 th – 12 th Grades: 85 Students (Total: 118 Students)	7:30 AM	8:00 AM	3:00 PM (61 students)	Student Drivers $\geq 31\%$ ¹ Parent Pick-Up $\geq 69\%$ Bus/Van $\geq 0\%$ Walking $\geq 0\%$	Provided: 477 LF (20 vehicles) Required: 235 LF (10 vehicles) Surplus: 242 LF (10 vehicles)
			After 4:00 PM ² (57 Students stay for after school activities)		

¹ Representatives of the school indicated that there are approximately 25 student drivers and an additional 12 students who carpool with the student drivers.

² Representatives of the school indicated that the ending time of after school activities vary depending on the activity and whether it is a game day or practice day.

Summary

Based on field observations conducted by DeShazo during morning arrival and afternoon dismissal periods, The Cambridge School of Dallas staff strictly enforces a safe and efficient traffic management plan. The peak queue occurred during the afternoon dismissal period. The site provides ample queuing space for parent vehicles. School staff should continue to manage traffic in accordance with the TMP as depicted in **Exhibit 1**.



The purpose of this Traffic Management Plan (TMP) is to evaluate traffic operations that promote safety and efficient vehicle circulation. This TMP was developed to prevent queuing of drop-off/pick-up related vehicles within the city rights-of-way. The school administration should adhere to this TMP. Any deficiency due to spillover of queuing into undesigned areas of the city rights-of-way, including roadway travel lanes, should be corrected by the school immediately.

I, Christy Lambeth, P.E. #91036, certify that the results of the queuing analysis—upon complete enforcement of this Traffic Management Plan—indicate that no queuing of vehicles will extend into City of Dallas public rights-of-way as a result of internal queuing constraints during the study peak hours of school operation.

Field Observations

As required by City of Dallas, DeShazo observed on-site traffic on four different visits as described in **Table 2**.

Table 2. Field Observations

Day, Date Observed	Time Observed	Peak Queue Observed
Tuesday, August 29, 2017	2:45 PM – 3:30 PM	10 Vehicles
Wednesday, August 30, 2017	7:20 AM – 8:15 AM	6 Vehicles
Wednesday, August 30, 2017	2:45 PM – 3:30 PM	10 Vehicles
Wednesday, September 6, 2017	2:45 PM – 3:30 PM	9 Vehicles

School traffic is managed in accordance with the TMP for the Cambridge School of Dallas. The following is a list of noticeable observations:

- The ingress and egress locations for traffic circulation have not changed since the previous TMP.
- DeShazo's observations consistently indicate that maximum queues occur during afternoon student pick-up periods. The peak observed queue of 10 vehicles occurred around 3:10 PM. The site circulation plan provides ample capacity to accommodate the traffic queue.
- Parents start lining up 20 minutes prior to the dismissal time at 2:40 PM
- Traffic queues do not extend onto the public right-of-way.
- A temporary "CAR POOL" sign and traffic cones were placed in the parking lot directing vehicles to circulate through the parking lot.
- All the cars cleared the queue by 3:20 PM.
- Staff used walkie-talkies during dismissal period to communicate which students' rides have arrived.

Recommendations

Field observations of existing conditions indicate that the Cambridge School of Dallas traffic operates in accordance with City requirements and no queuing activity takes place on public rights-of-way. This TMP should continue to be enforced to provide safe and efficient transportation of students to and from the school property.

The following recommendations are provided by DeShazo to the school for the management of vehicular traffic generated by the school during peak traffic conditions.

1. Afternoon school traffic should continue to be managed in accordance with the TMP depicted in **Exhibit 1**.
2. Staff should continue to install temporary traffic control devices (such as traffic cones, etc.) when typical traffic conditions are expected. An appropriate number of school staff should continue to fulfill the duties of student supervision, traffic control, and other related duties as depicted on the plan.
3. All queuing and parking should continue to be accommodated within the school site boundaries.
4. Staff should continue to use a “walkie-talkie” system during dismissal period. This system is used for staff outside the school to inform staff inside when and which students can be released once their ride has arrived.

The full cooperation of all school staff members, students, and parents is crucial for the success of any traffic management plan. Proper training of school staff on duties and expectations pertaining to the plan is recommended. Sufficient communications at the beginning of each school term (and otherwise, as needed) with students and parents on their duties and expectations is also recommended.

The TMP should not be considered a comprehensive set of instructions to ensure adequate safety; however, it should be used as a tool to facilitate a safer and more efficient environment.

NOTE: In this report the term “parent” refers to any parent, family member, legal guardian, or other individual who is involved in the pick-up or drop-off of one or more students at the school.

END OF MEMO