

4-3-13

ORDINANCE NO. 28961

An ordinance amending Ordinance No. 23567, passed by the Dallas City Council on June 24, 1998, which amended the zoning ordinances of the City of Dallas, and granted Specific Use Permit No. 1360 for a public school; amending the conditions in Section 2 of that ordinance; providing a revised site plan; providing a traffic management plan; providing a penalty not to exceed \$2,000; providing a saving clause; providing a severability clause; and providing an effective date.

WHEREAS, the city plan commission and the city council, in accordance with the Charter of the City of Dallas, the state law, and the ordinances of the City of Dallas, have given the required notices and have held the required public hearings regarding this amendment to Specific Use Permit No. 1360; and

WHEREAS, the city council finds that it is in the public interest to amend Specific Use Permit No. 1360; Now, Therefore,

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF DALLAS:

SECTION 1. That the conditions in Section 2 of Ordinance No. 23567 are amended to read as follows:

- “1. USE: The only use authorized by this specific use permit is a p[P]ublic school.
2. SITE PLAN: Use and development of the Property must comply with the attached site plan.
3. TIME LIMIT: This specific use permit has no expiration date.
4. PARKING: Parking must be provided and located as shown on the attached site plan.

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5. LANDSCAPING: [~~Prior to the issuance of a certificate of occupancy for the public school,~~] L[andscaping must be provided and maintained in accordance with Article X of the Dallas Development Code, as amended. Plant materials must be maintained in a healthy, growing condition.
6. TRAFFIC MANAGEMENT PLAN:
  - A. In general. Operation of the public school must comply with the attached traffic management plan.
  - B. Queuing. Queuing is only permitted inside the Property. Student drop-off and pick-up are not permitted within city rights-of-way.
  - C. Traffic study.
    - (1) The Property owner or operator shall prepare a traffic study evaluating the sufficiency of the traffic management plan. The initial traffic study must be submitted to the director by November 1, 2015. After the initial traffic study, the Property owner or operator shall submit updates of the traffic study to the director by November 1 of odd-numbered years, starting on November 1, 2017.
    - (2) The traffic study must be in writing, performed by a licensed engineer, based on a minimum of four samples taken on different school days at different drop-off and pick-up times over a two-week period, and must contain an analysis of the following:
      - (a) ingress and egress points;
      - (b) queue lengths;
      - (c) number and location of personnel assisting with loading and unloading of students;
      - (d) drop-off and pick-up locations;
      - (e) drop-off and pick-up hours for each grade level;
      - (f) hours for each grade level; and
      - (g) circulation.
    - (3) Within 30 days after submission of a traffic study, the director shall determine if the current traffic management plan is sufficient.

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- (a) If the director determines that the current traffic management plan is sufficient, the director shall notify the applicant in writing.
- (b) If the director determines that the current traffic management plan results in traffic hazards or traffic congestion, the director shall require the Property owner to submit an amended traffic management plan. If the Property owner fails to submit an amended traffic management plan within 30 days, the director shall notify the city plan commission.

D. Amendment process.

- (1) A traffic management plan may be amended using minor plan amendment fee and public hearing process in Section 51A-1.105(k)(3) of the Dallas Development Code, as amended.
- (2) The city plan commission shall authorize changes in a traffic management plan if the proposed amendments improve queuing or traffic circulation; eliminate traffic hazards; or decrease traffic congestion.

7. MAINTENANCE: The Property [~~entire premises~~] must be properly maintained in a state of good repair and neat appearance.

8[7]. GENERAL REQUIREMENTS: Use of the Property must comply with all federal and state laws and regulations, and with all ordinances, rules, and regulations of the City of Dallas.”

SECTION 2. That the site plan attached to Ordinance No. 23567 is replaced by the site plan attached to this ordinance.

SECTION 3. That a person who violates a provision of this ordinance, upon conviction, is punishable by a fine not to exceed \$2,000.

SECTION 4. That the zoning ordinances of the City of Dallas, as amended, shall remain in full force and effect, save and except as amended by this ordinance.

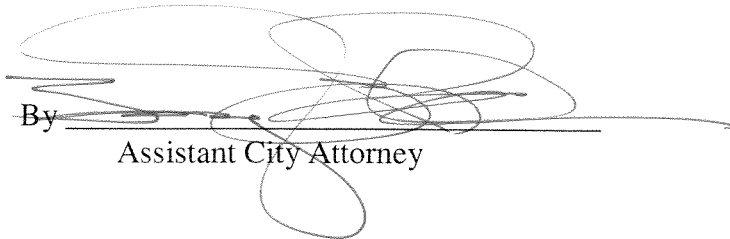
SECTION 5. That the terms and provisions of this ordinance are severable and are governed by Section 1-4 of Chapter 1 of the Dallas City Code, as amended.

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SECTION 6. That this ordinance shall take effect immediately from and after its passage and publication, in accordance with the Charter of the City of Dallas, and it is accordingly so ordained.

APPROVED AS TO FORM:

THOMAS P. PERKINS, JR., City Attorney

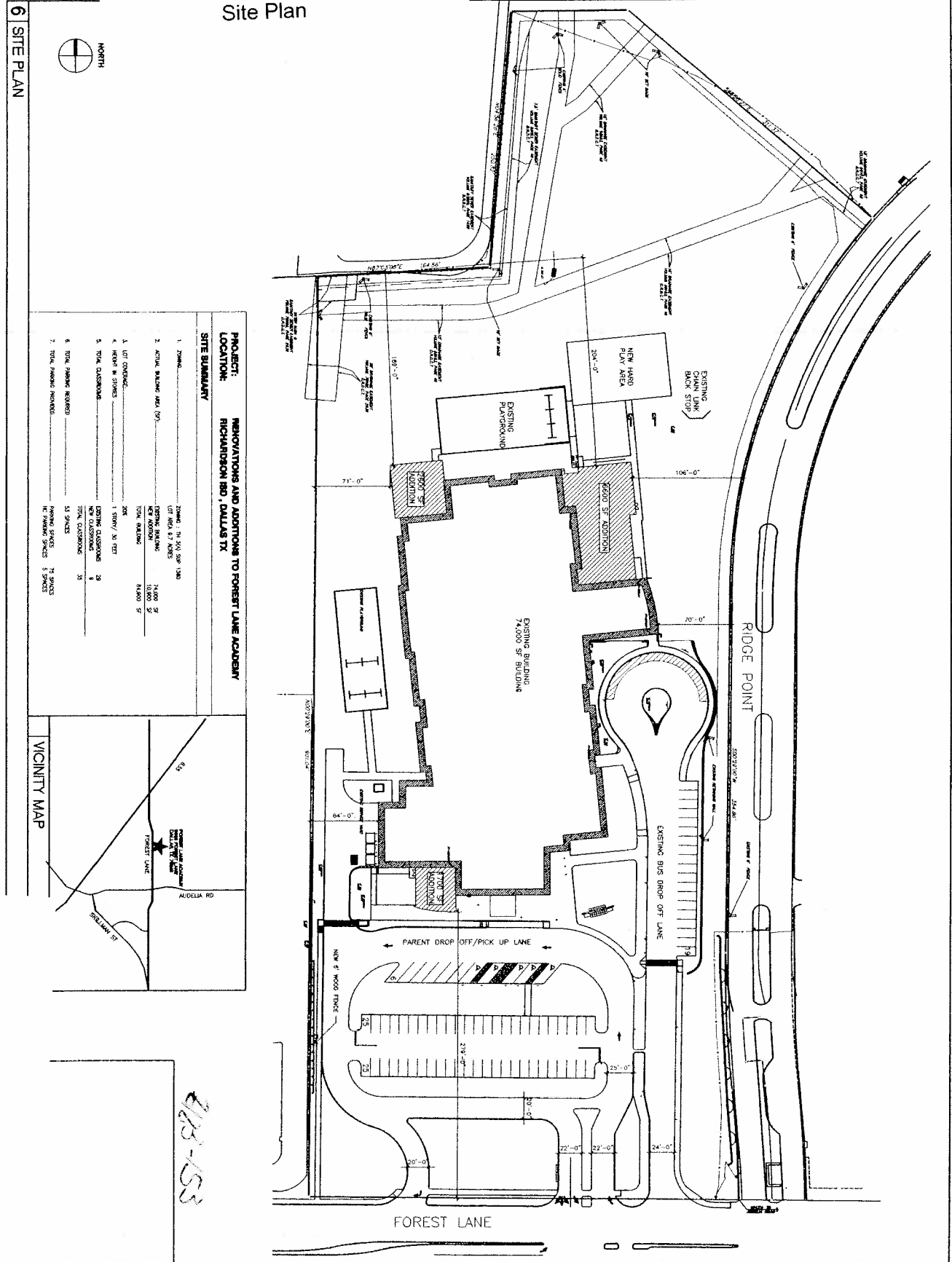
By   
Assistant City Attorney

Passed APR 10 2013

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130656

Site Plan



Specific Use Permit  
No. 1360

Approved  
City Plan Commission  
February 21, 2013

**CONSULTANTS**

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LANDSCAPE ARCHITECT: **PRK**  
14001 N. Dallas Parkway  
Suite 400  
Dallas, Texas 75244  
Phone 972.300.1800  
Fax 972.300.1873

**ADDITIONS AND RENOVATIONS TO  
FOREST LANE ACADEMY  
ELEMENTARY SCHOOL**

RICHARDSON INDEPENDENT SCHOOL DISTRICT

PROJECT NO. 12187  
DESIGNED BY: 12/17/12  
CHECKED BY: 12/17/12  
REVISIONS:  
90% REVIEW

**A1.00**

SITE PLAN

Traffic Management Plan

130656

28961

**Traffic Management Plan For  
FOREST LANE ACADEMY**  
9663 FOREST LANE, DALLAS, TEXAS

Prepared for the RISD and the City of Dallas

By

**Master Code, Inc.**

7309 Bay Chase Drive, Arlington, TX 76016

Phone: 214 957 5024

Specific Use Permit  
No. 1360

Approved  
City Plan Commission  
February 21, 2013



December, 2012

2/23/53

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**Introduction:**

Forest Lane Academy was constructed at its present location in 2000. The school has approximately 675 students in 29 general classrooms. At this time the District is proposing to construct two new one-story classroom additions and an expansion to the existing cafeteria space in order to reduce overflow students to other campuses, reduce class sizes, and free up space for specialty classrooms. The construction of additional classrooms will allow for students who are currently overflowed to return to their home school.

**Overview:**

The attendance zone for Forest Lane Academy will not be changed in conjunction with this expansion. The additional students presently reside in the attendance zone for the school. The school day is from 8:00 a.m. to 3:00 p.m. Kindergarten and pre-K children are released approximately 10 minutes the remainder of the school in order to lessen the number of children leaving at once and to allow the younger children more time.

**The Site:**

The school receives all of its vehicular traffic from Forest Lane which it fronts. Forest Lane is a six-lane divided thoroughfare in this area and has a reduced speed school zone in the morning and afternoon. All queuing for the school is done on campus. The school is not served by bus service because of the small attendance zone (see attached). The school served adjacent apartment complexes on both sides of Forest Lane. A more detailed description of the driveway and crossing configuration on Forest Lane is described below.



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**Queuing Analysis:**

Grade	Nos. of Classrooms	Students/ Class	Nos. of Students	Time Start	Time Dismissal
PK	1 AM & PM	22	44	8:00 a.m.	2:50 p.m.
K	6	22	132	8:00 a.m.	2:50 p.m.
1	5	22	110	8:00 a.m.	3:00 p.m.
2	5	22	110	8:00 a.m.	3:00 p.m.
3	5	22	110	8:00 a.m.	3:00 p.m.
4	5	22	110	8:00 a.m.	3:00 p.m.
5	4	28	112	8:00 a.m.	3:00 p.m.
6	4	28	112	8:00 a.m.	3:00 p.m.

Subtotal Grades PK-6

Total

35

840

Observation and information provided by the school principal shows approximately 5% of the students are dropped off and picked up by area child care facilities in vans. Approximately 75% of the remaining students walk to school, with the remaining arriving by vehicles. Taking into account the number of students arriving by vans and walking leaves approximately 170 children arriving by personal vehicle.

**REFERENCE TTI REPORT: "OPERATIONS AND SAFETY AROUND SCHOOL: OVERVIEW OF PROJECT ACTIVITIES AND FINDINGS"**

BY TEXAS DEPARTMENT OF TRANSPORTATION & US DEPARTMENT OF HIGHWAYS

**Table 43. South Carolina DOT Recommendations for On-site Stacking Length**

School Type	Student Population	Loop Drive Stacking Length (Linear Feet)
Elementary	200 - 600 600 - 1400	900 - 1200 1200 - 1500
Middle	200 - 600 600 - 1200	900 - 1200 1200 - 1500
High	400 - 800 800 - 2500	800 - 1200 1200 - 1500

Note:

For high school populations greater than 2,500 students, consider two separate student pick up/drop-off loops

According to the above chart the remaining student population would require a stacking length of 900 feet.

**Forest Lane Academy**

9663 Forest Lane

Traffic Management Plan (TMP) School Year 2013-2014

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The school fronts on Forest Lane and has a separate entrance for buses and child-care vans versus parent pick-up and drop-off. The exclusive bus lane leads to a turn-around and pick-up area located on the east side of the building. This area allows stacking for several buses/vans and children using buses and vans enter and leave the school building adjacent to the area set aside for the buses.

The campus has gone through several transportation related changes over the past summer. The initial plan (that contained in the SUP) had three sets of driveways entering and exiting the site. All of the entrances were limited to right in and right out because there was no median opening in Forest Lane. Forest Lane in this area is a six-lane divided roadway. This past summer the City of Dallas rearranged the eastern most car driveway to align with a new traffic signal and left turn lane that the City installed. The eastern most drive is to be used by buses and day care vans and this did not change. The queuing layout for the school did not appreciably change and if anything got a little longer. The key was that the signal allows left turns into the site and more importantly provided a safe crosswalk for the students to cross Forest.

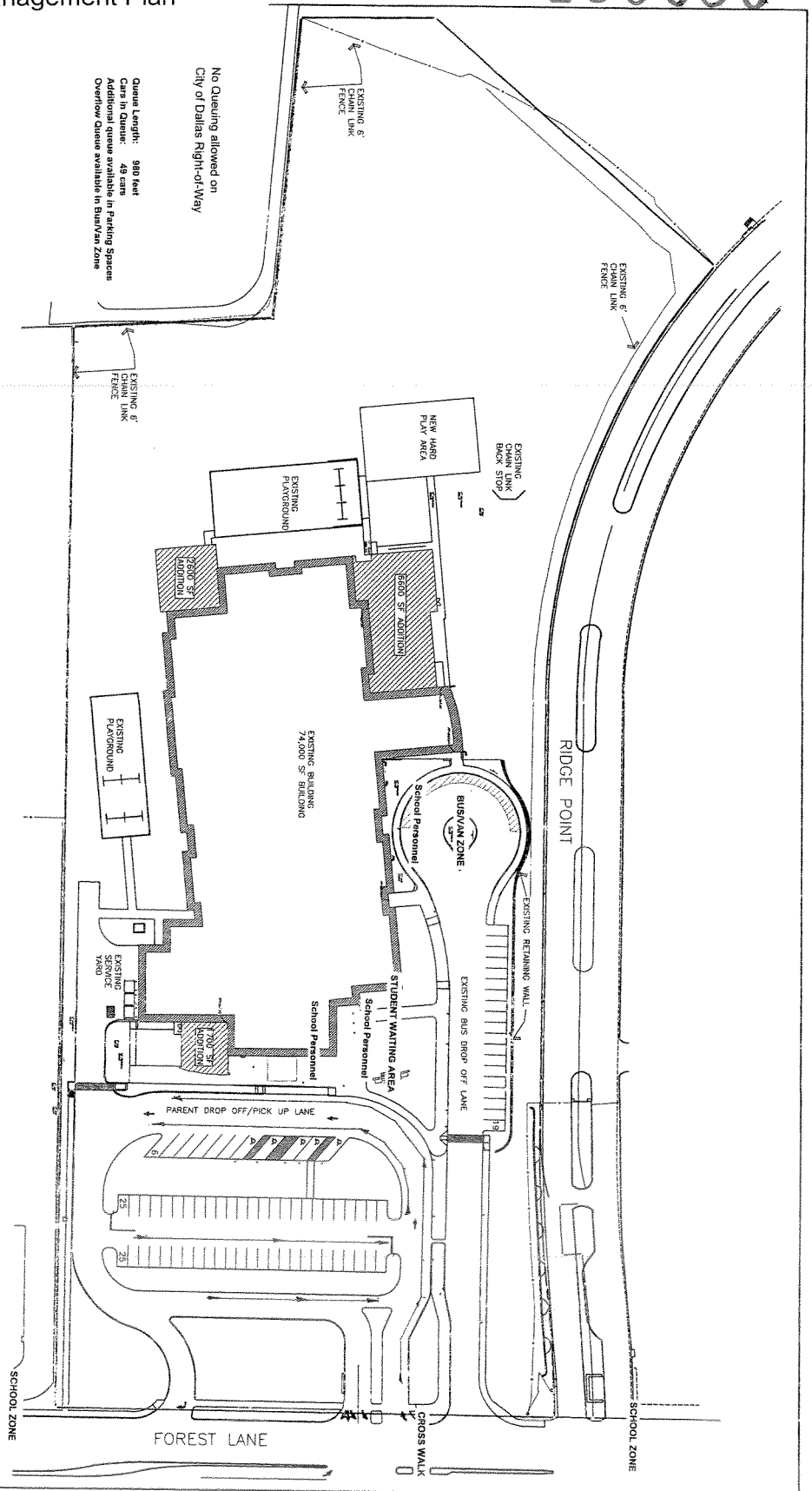
School crossing guards are located at the signaled intersection at the entrance to the school, along with a signalized intersection approximately 500 feet west of the site on Forest Lane. With the majority of the children walking home from school, the school has several teachers that monitor the pick-up of children to insure that if traveling by vehicle that get into their vehicle safely in the queuing area in front of the school. The teachers also insure that children who are walking are picked up by a parent or guardian to walk home. As mentioned earlier this school serves are or adjacent apartments, this limits the amount of vehicles that pick-up children. The queuing lane has sufficient length for 40+ cars plus extra parking spaces. The van pool area is separate from the personal vehicle queuing area. Observation on numerous occasions shows approximately 25 to 30 vehicles queuing at peak time and all of the vehicles off of the school site within 15 minutes.

The Forest Lane Academy has an active after school program for its students. According to the principal approximately 25% of the children take part in the program. The program lasts from dismissal time (3:00 pm) until 6 pm at which time parents pick-up their children most of them still walking home to the nearby apartments. This further reduces the number of children leaving at school at dismissal time. With 25% (210 students) of the children staying after school and 75% of the children leaving at 3pm walking home, 5% taking day care vans, this leaves approximately 150 children leaving by personal vehicle.

**RECOMMENDATION**

With the recent changes put in place by the City of Dallas and the RISD, the traffic management plans currently used for the Forest Lane Academy will remain in place.

## Traffic Management Plan

[illegible]

FOREST LANE ACADEMY  
3803 FOREST LANE, DALLAS, TEXAS

TRAFFIC MANAGEMENT PLAN

December, 2012

MASTER CODE, INC.  
7300 BAY CHASE DRIVE, ARLINGTON, TEXAS 76016



VICINITY MAP

Z123-153



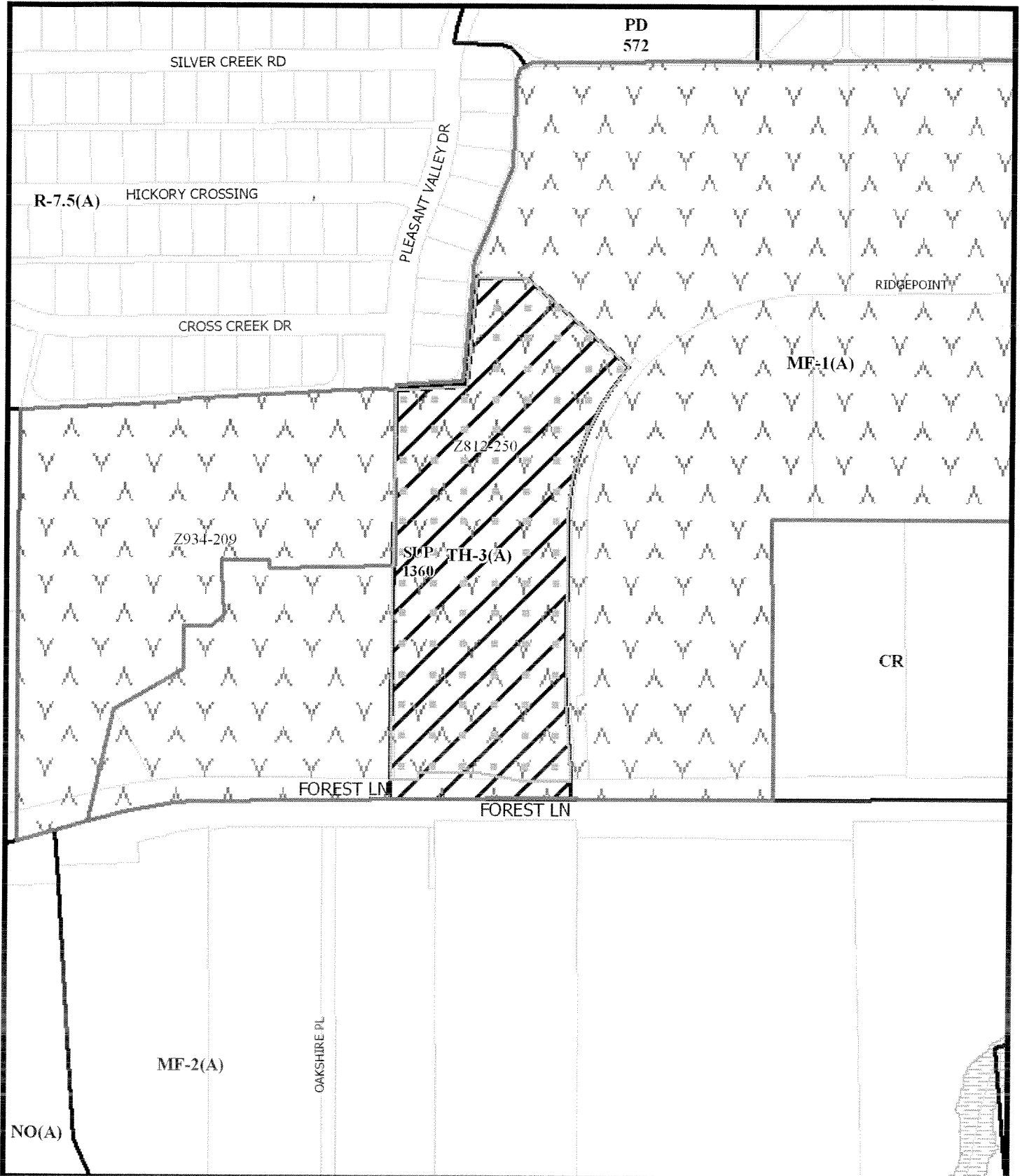
# CIRCULATION PLAN

Specific Use Permit  
No. 1360

Approved  
City Plan Commission  
February 21, 2013

28961

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1:3,600

## ZONING AND LAND USE

Case no: Z123-153

Date: 1/10/2013