



Memo

Date: 5 March 2020
To: Planning Commission and Staff
From: Melannie Egan, Planning Assistant
RE: Christian and Brooke Duncan Conditional Use Permit

One of the conditions placed on the Conditional Use Permit for Brooke Duncan's preschool recommended by the Planning Commission and City Council was to have a review at the one-year mark to review any possible safety conditions of the drop off and pick up times of the children.

I was able to observe the structure of the drop off and pick up of children attending Brooke Duncan's preschool on 600 North.

I was able to watch both the morning drop off and afternoon pickup of the children at Brooke Duncan's Preschool on several occasions. From what I observed, there is about a ten-minute time frame from when the children were dropped off to begin their class and about a fifteen-minute time frame for the pickup time. Each parent parked in a line on the north side of 600 North and walked their child, holding their hands into the preschool. When it was time for the children go home, I observed Brook Duncan lining each of the children on the front porch and each parent came to the porch one at a time, taking their child's hand and walked them to the vehicle.

In all instances of observation, the drop off and pickup went very smoothly, there were no instances of traffic disruptions or child safety issues.

Melannie Egan
Planning Assistant

600 North

River Road

