

Exhibit B

Attention: Manuel Abarca, P.E.
Traffic Engineer
City of Longview

May 6, 2015

Dear Mr. Abarca,

Big Leaf Montessori is a private Montessori elementary school opening in September 2015. We will initially have 10 enrolled students, with a maximum enrollment of 45 students. We anticipate most students will be driven to school, as we are a private school serving the greater Cowlitz County area. We are writing to let you know our proposed traffic circulation plan for the site at 1428 22nd Avenue, Longview. We plan to limit traffic congestion in the surrounding residential neighborhood as much as possible. Attached you will find a proposed drop-off and pick-up route with designated parking and pedestrian areas marked.

With the exception of disabled students who may need to enter using the ramp and wheelchair lift accessible on the 22nd Avenue entrance, we propose that our students enter Big Leaf Montessori from the alley/parking lot entrance in the rear of the building. Our parent handbook states:

Out of respect for our neighbors and young lungs we ask that parents please do not leave their cars idling in the parking lot. Parents are asked to park in designated parking spaces only and limit street parking. Dropping off and picking up of students takes place in the alley entrance unless students require access to an ADA accessible entrance.

A map of the designated route will be included in the handbook. All families will be provided a copy of the handbook and this will be reviewed at parent orientations.

Big Leaf Montessori may offer before and after school care which would create more staggered drop-off and pick-up times and further limit congestion. For parents who do not use this program we will ask that they arrive promptly between 7:45-8 AM (drop-off) and 3:00-3:15 PM (pick-up). Rarely, Big Leaf Montessori students may gather for weekend or special events after hours.

Currently, St. Stephen's has 23 parking stalls in the rear of the building. As we will have a maximum of 3 staff on site, we do not see Big Leaf Montessori staff parking as an area of concern.

Students will enter the building safely through the parking lot/alley with clearly designated pedestrian areas (signs, painted lines). Students will be greeted and released by Big Leaf Montessori staff to ensure students are following safety guidelines in the parking lot.

If you need further information about our traffic circulation plan in order to complete your evaluation of street capacity and/or traffic study please do not hesitate to contact us.

Sincerely,

A handwritten signature in blue ink that reads "Alicia Jackson". The signature is fluid and cursive, with the first name "Alicia" and last name "Jackson" clearly distinguishable.

Alicia Jackson

Board President

Big Leaf Montessori

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