



850 North Cordova Street • Burbank, California • 91505 • P: (818) 729-3150 • F: (818) 955-7648 • burbankusd.org/tres
Matthew Osmond, Principal

We've worked with the City of Burbank to make changes to Cordova Street curb designations which will improve the safety and efficiency of drop-off and pick-up procedures in front of the Cordova Gate. There is still no Cordova Street parking on Tuesdays from 9:00am-10:00am for street-sweeping. PLEASE READ BELOW TO BE WELL-INFORMED OF THESE CHANGES.

PASSENGER LOADING ONLY ZONE (7:00-9:30am and 2:00-3:30pm)

The approximately 200ft-long section of curb from the Cordova Gate to the Main Building is now designated for passenger loading/unloading only during morning drop-off between 7:00-9:30am and for afternoon pick up between 2:00-3:30pm (GRAY CURB). Think of this area as an un-staffed version of the Avon Street Valet. Follow these guidelines when dropping off or picking up at the above times to ensure student safety as they exit/enter vehicles:

- **PULL FORWARD**-Pull forward as far as possible to maximize space and reduce traffic congestion.
- **REMAIN IN YOUR CAR**-Remain in the car as you say good-bye to children in the morning or greet them in the afternoon. This helps ensure efficient use of curb space for the hundreds of students being dropped off and/or picked up and reduces traffic congestion.
- **CHILDREN EXIT/ENTER ON PASSENGER SIDE**-This is the safest way to exit/enter vehicles. It prevents children from having to navigate oncoming traffic on the driver's side of a vehicle.
- **CAREFULLY DRIVE AWAY**-After dropping off or picking up your child, pull away carefully being sure to check for pedestrians and traffic.

In the past, many families used the lawn outside the Cordova Gate as a play space. While this is still allowed, this is no longer a parking area during drop-off/pick up and is now for passenger loading/unloading only. If you choose to play in this area, be sure to watch children carefully and ensure they play in the grass area only and avoid the sidewalk and curb area.



10 MIN PARKING ZONE (8:00am-6:00pm)

The approximately 100ft-long section of curb from the Main Building walkway to the Passenger Loading section described above is designated for 10 minute parking (GREEN CURB). This is the same designation as it has been in the past but the length of the section has been increased. It is best used for short term parking (10 minutes or less) such as picking up a child for mid-day appointments, dropping off forgotten lunches, turning in forms, etc.



Thanks for your attention to these changes and for prioritizing safety over convenience. Remember to always follow all traffic laws.