



## LAWRENCE UNIVERSITY

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November 20, 2013

Karen Harkness  
Director of Community and Economic Development  
City of Appleton  
100 N. Appleton Street  
Appleton, WI 54911

Dear Karen:


I was glad to have the opportunity to attend the ARA meeting on October 29, and to hear from neighbors about this important conversation. In response to your question regarding delivery traffic to our loading dock off of Meade Street south of John Street, I have reviewed data provided by university colleagues and can report the following:

- There are approximately 12 deliveries daily to the loading dock, with an approximate daily maximum number of 16 deliveries.
- Daily deliveries are comprised of mail and package shipping and receiving, deliveries from major food distributors, and trash collection. Weekly deliveries are comprised of food and beverage distributors and special deliveries. Monthly deliveries are comprised of specialty food, beverage and other goods distributors.
- Delivery vehicles are roughly equally distributed across semis, medium to large cargo trucks (fewer than three axels), and small vans and trucks.
- The impact on local streets, namely obstructed streets due to deliveries, has been reduced by the off-street loading dock and turn-around off of Meade Street.
- A majority of deliveries occur during off-peak traffic hours (After 8:00a, before 5:00p).

These numbers were compiled based on data provided by the university's central mail room in the Warch Campus Center, Lawrence University Facility Services, and Bon Appetit Management Co. This vehicular traffic would have been indicated by your most recent traffic study dated 24 October, 2013, and therefore should not be considered as an addition to the numbers generated by normal daily traffic as recorded.

Please do not hesitate to contact my office if you have additional questions or inquiries.

Sincerely,



Jacob A. Woodford  
Assistant to the President