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Cold Spring ES Gymnasium Addition Schematic Design Meeting Minutes #1 **REVISED December 7, 2009**

Meeting Date: 7:00pm-8:00pm; December 1, 2009

Location: Cold Spring Elementary School

MEETING MEMO

Attendees:

Mr. Marty Barnett	Principal	240-279-8480	Martinjbarnett@mcpsmd.org
Mr. Pete Thomson	PTA President		pete@pjthomson.com
Ms. Debra Bernal	PTA President-Elect		debra.bernal@gt.com
Ms. Deborah Szyfer	MCPS/DOC	240-314-4705	Deborah_Szyfer@mcpsmd.org
Mr. Mike Shpur	MCPS/DOC	240-314-1014	Michael_Shpur@mcpsmd.org
Mr. Rakesh Bagai	MCPS/DOC	240-314-1007	Rakesh_Bagai@mcpsmd.org
Mr. John Kim, AIA	JK Architects	240-632-2281	jkim@jkarchitects.us
Mr. Mark Aehle, AIA	JK Architects	240-632-2281	maehle@jkarchitects.us
Ms. Carolyn Messite	C.S. Parent & PTA		cmessitte@gmail.com
Ms. Lynn Jordan	Parent & PTA		lynnjordan@finnegan.com
Ms. April Kaplan	Parent & PTA		aprilkaplan@hotmail.com
Mr. Jonathan Lusk	Parent & PTA		JLUSK1965@comcast.net
Ms. Stacy Yu	Parent		stacyyu@hotmail.com
Mr. Samuel Bisbey	Parent		Samuel.bisbey@do.trees.gov
Ms. Jyoti Bisbey	Parent		
Ms. Mollie Moran	Parent/Neighbor		molliemoran20854@yahoo.com
Mr. Ralph Nelson	Neighbor		
Mr. Allen Goldberg	Neighbor		
Mr. Michael Verhanovitz	Homeowner		sv3@comcast.net
Mr. Kavan Keppetipola	Richard Montgomery HS		kavan_mk@yahoo.com

1.1 General Summary:

- a. Mr. Bagai and Mr. Barnett provided brief introductions to the nature of the evening's presentation.
- b. Mr. Aehle presented three schemes: A, B and C. Briefly, Scheme A places the new Gym Addition on-grade with the lower exit/entry on the west side of the existing School. The

Gym portion of the scheme is oriented along an east-west axis. Schemes B and C place the new addition at the upper exit/entry on the west side of the existing School. Scheme B employs the same orientation for the Gym as does Scheme A, while in Scheme C the axis is flipped to a north-south orientation. Schemes B and C would provide new courtyard spaces between the west side of the School and the new addition, whereas Scheme A would retain the existing exterior space. All three schemes would have a glass vestibule linking the existing School and the new addition.

- c. After discussion of the pros and cons of each scheme by Mr. Aehle, and discussion of the comments and concerns of the community and members of MCPS (see below), it was decided to *continue to refine Scheme A but also to look at another scheme which utilizes the idea behind Scheme A of placing the new Gym Addition on-grade to match the grade of the School's west exit/entry, but rotating Scheme A's Gym (with its east-west axis) so that it has a north-south axis.* Orienting the Gym in this fashion will create the least impact on the existing playgrounds (blacktop and mulch/play equipment areas) *which is desirable to the School. Any design that moves the new addition further away from the School than that depicted in Scheme A was not considered a positive by MCPS.*

JK architects will revise Scheme A based on the premises above along with consideration (wherever feasible and practical) of the community's and MCPS's comments/concerns raised at the meeting (see 1.2 and 1.3 below) and will present to the community at the next Schematic Design Meeting scheduled for December 15, 2009 at 3:30 pm in the School.

1.2 Community Comments/Concerns: The community had the following comments/concerns about the presented schemes for consideration by JK architects and MCPS (responses to several of these were offered by JK architects and/or MCPS at the meeting):

- a. Show elevations and sections for the next meeting. It is very important to see the relationship of the new addition to the existing residential area behind the School.

Subsequent to the meeting, it was determined that the height of the peak of the existing Multi-Purpose Room was about 2 to 3 feet higher than Scheme A's proposed maximum height of the Gym.

- b. Minimize the height impact of the new addition.
- c. Do not create areas which could be used as potential hiding places. Narrow courtyards and similar spaces should not be open on one or more ends but should be closed with controlled access.
- d. Consider widening the exterior space between the west side of the School and the new addition to mitigate the effect of diminished sunlight due to blockage by the required high walls of the new addition.
- e. If considering a narrow courtyard in the design, consider stepping the massing of the new addition to reduce "tunnel effect."

- f. Mr. Barnett: Scheme B and C's proposed courtyard steps pose a potential hazardous condition during ice and snow events. This should be taken into consideration in the design of any new sloping exterior spaces requiring steps.
- g. Minimize the disturbance of existing playgrounds (blacktops and mulch/play equipment areas) *so that use of playground facilities is maintained during the construction period, and that they remain as convenient to the school as possible.*
- h. Consider burying the Gym portion of the new addition further south into the existing hill towards the upper exit/entry on the west side of the School.
- i. Can the new addition be shifted closer to the front of the school?
- j. Can the new addition be located further away from the School in a northwesterly direction than what was shown on the schemes?
- k. Provide direct access to the Lobby of the new addition from the exterior without having to go through the Vestibule.
- l. The power plant for the new addition should be concealed from view.
- m. What is planned for the exterior lighting? Mr. Shpur suggested downlights in soffits.

1.3 MCPS Comments/Concerns:

- a. Mr. Shpur: *It is highly desirable to avoid glare in Gym users' eyes. Natural daylight without glare is desirable to use in the new Gymnasium without turning on electric lights. However, any architectural features required to achieve this, such as clerestories with non-glare glazing, glare control devices, etc. will need to be treated as an Add Alternate. An Add Alternate is required because of the fluctuating economic conditions. If there are favorable market conditions then the glare-resistant feature(s) could be included in the Project. If the market conditions are not favorable then the feature(s) would most likely not be included in the Project.*
- b. Mr. Shpur: In the design, provide architectural measures, as required, to ensure that there will be no *unauthorized* access to low roofs in the new addition by students and the public.
- c. Ms. Szyfer: For the next meeting, show a proposal for the new playground extension(s) to compensate for displaced areas due to the new addition.

1.4 Architect's Comments/Concerns:

- a. Mr. Aehle: Designs of the new addition which have main entries that are within view from the parking lot will probably not require exterior signage or similar architectural features.
- b. Mr. Aehle: Existing "Portables" (which are currently being used for storage) will be required to be *relocated* prior to commencement of construction on the Project.

- c. Mr. Aehle: *Outdoor play equipment* storage will be incorporated into the storage portion of the new addition adjacent to the Gym. Access will be from the exterior, directly on-grade.

The next meeting will be the Schematic Design (Public Hearing / Design Advisory Committee) Meeting #2 at Cold Spring ES. This meeting will be held at 3:30 pm, December 15, 2009.

Any corrections to these minutes should be brought to the attention of JK architects, and they will be noted and revised.

It is the intention to post the presentation as well as the meeting minutes on the Cold Spring Elementary School's website.