

DATE: 04.18.2017 **MEETING DATE:** Friday, April 14, 2017
PROJ. NAME: Howard Middle School **MEETING TIME:** 2:00pm
PROJECT NO.: 17001.00 **MEETING LOCATION:** APS Facilities
SUBJECT: Design Committee Meeting 2 **MINUTES BY:** Bill Polk

Attendees: see attached sign-in sheet

ITEM	DESCRIPTION	ACTION BY	STATUS
1	Site Plan - Design Committee comments <ul style="list-style-type: none"> • Concern about vehicle idling on cut through street; response – it is a bus lane only, private, will not be a public car cut through, no parking, buses only. • Could the car pool lane be a little larger, by moving entrance to west or locate of off Howell? Response – grade may prevent entrance off Howell. • The car pool lane will be a right turn only off Dobbs. • Design Committee would like to make sure the impact of traffic is clearly thought about and documented. • Design Committee would like to see designated area for bike storage; secure, with cover, to encourage biking along Beltline. • Design Committee noted that site is in Beltline Overlay district; Design team is aware. • Could a stop sign be installed at Dobbs and Randolph? APS will review and work with city. • Parking along east side of site (along Randolph) and along SE corner of site. Visitor parking will be accommodated at carpool drop off. 		
2	Floor Plans - Design Committee comments: <ul style="list-style-type: none"> • Objectives include courtyard with natural light • All weather courtyard • Note that historically the gym floor flooded (based on alumni experience in school) • Prefer media center located above ground floor level, at classroom level. • New replacement windows will be full height windows in the existing openings. • The courtyard needs usability • Opportunities for terraces with tray gardens (similar to Springdale) • 3 lunch periods (6, 7, 8) – kids do a “lunch bunch“ during lunch period – this can happen in courtyard and/or on grand stair/ terrace within courtyard 		

Please accept this memo as confirmation of Stevens & Wilkinson's understanding. If your understanding is inconsistent, or if listed attachments are not included, please notify Stevens & Wilkinson immediately.

ITEM	DESCRIPTION	ACTION BY	STATUS
	<ul style="list-style-type: none"> • Dual entry (main entry plus entry to auditorium on ground level) could be an entry control problem; possibility of entrance only at center front? • Technology spaces could serve as maker spaces, could go under media center • Cafeteria as potential maker space • Interactive learning adjacent or part of media center. • Media center as public space? 		
3	<p>Action</p> <ul style="list-style-type: none"> • Design team to develop plan with secondary options for another meeting with the Design Committee, to be scheduled week of 04.24.17 (day to be determined) • Develop clear plan / section relationship • Merge “overlook” and “vista” – media center at Dobbs entrance (north end of courtyard) at the first level (Dobbs entrance level) • Secondary plans to indicate options for kitchen/ cafeteria. • Design team will begin to look at building massing. 	S&W, LAS	

END OF MEETING NOTES