



Project Advisory Team Meeting Minutes

Condit Elementary School

MEETING NO.: 008

LOCATION: Condit Elementary School

DATE / TIME: October 24, 2013, 1:00pm

ATTENDEES: Dan Greenberg, Principal; Julia Tamm, Parent; Meg Pieri, Faculty; Michelle Driscoll, Faculty; Lenette Pruetz, IT Manager; Pegi Newhouse, Parent & Past PTO President; Swati Narayan, Parent; Fred Bowyer, Community Advisor; Sally Reed, Community Member; Princess Jenkins, HISD, Facility Planning; Kedrick Wright, HISD, Facility Design; Todd Lien, VLK Architects, Design Architect; Richard Hunt, VLK Architects, Design Architect; Steven Gee, TCM, LLC., Program Manager

PURPOSE: The purpose of this meeting was to discuss floor and site plans for Condit Elementary School from VLK Architects and the upcoming Furniture Expo hosted by HISD.

AGENDA ITEMS:

- Review discussions with the City of Bellaire
- Review site plan options that incorporate feedback from the City of Bellaire
- Floor Plan Update

NOTES:

Discussion

1. An overview of the meeting with the City of Bellaire to review the proposed site plan for the new school was presented by VLK Architects.
 - a. The City expressed their desire to limit the amount of parking along South Rice Boulevard between the new building and the street to create a more urban feel.
 - b. The City would like to maintain the current flow of traffic around the school site with minimal changes to direction of the parent drop off, etc.
 - c. The City expressed their desire for the building to have a "presence" on South Rice Boulevard and that they hoped that this presence would not be the back of the school and would be treated appropriately.
 - d. The City would like for the site to respect the connection from the green space west of South Rice to the new proposed green space at the corner of South Rice and Jessamine.
 - e. The City reviewed the parking requirements and impervious coverage requirements for the site and stated that the proposed layout appeared to be in line with these requirements and that they would work with HISD and the Architect as the layout is finalized.
 - i. It was noted that the Bellaire HS team may be working with the City to allow them to use city of Houston Parking requirements which would reduce the required amount of parking on site. TCM/HISD/VLK will confirm and determine if a similar arrangement can be used at Condit.
2. Site plan options that incorporated feedback from the City of Bellaire were presented by VLK Architects.
 - a. Three options were presented and pros and cons of each were discussed. Option one with the addition of a parent drop off loop to accommodate 4 cars (with no parking) was believed by the group to be the most desirable as it addressed the city's concerns as well as those of the PAT. This option:
 - i. Maintained traffic patterns around the school
 - ii. Has no parking between the school and South Rice Boulevard.
 - iii. Maintained connection to the existing green space and views from the new building.
 - iv. Provided for parent drop off on South 3rd Street and brought cars off the street.

- v. Provided for parent drop off on South Rice Boulevard.
 - vi. Provided for a new green space/park that exceeds the size of the existing joint use park.
 - vii. should be investigated further to provide separated parking for teachers with a separate access drive away from the parent drop off loop, possibly off Jessamine.
3. Further development of the preliminary floor plan was presented to the PAT for their comments
 - a. The PAT requested further development of the Administration, Kitchen, Dining, Multipurpose area of the building to make it relate better to the overall plan concept and define the stage area and how it functions.
 - b. The classroom arrangement was discussed and modifications to resolve classroom shapes in some areas of the building will be made.
 - c. The Second floor administration area will be modified to re-orient the Textbook storage and Data Rooms to allow for easier access to textbook storage.
 - d. The labeling of 5th grade classrooms and wet lab on the second floor will be revised to reflect the design guidelines.
 4. Furniture Expo: November 5, 2013, 8:30 A.M
 - a. The Program Manager presented additional information about the Furniture Expo and invited the PAT to attend.
 5. The PAT was reminded of the Community Meeting scheduled for October 29, 2013, at 6:30 PM.

What to Expect at the Next PAT Meeting

1. Site plan options that incorporate feedback from the City of Bellaire will be presented.
2. Further development of floor plans will be presented.

NEXT MEETING: Thursday, November 7, 2013 at 1:00 pm.

Please review the meeting minutes and submit any changes or corrections to Steven Gee.
After five (5) days, the minutes will be assumed to be accurate.

Sincerely,

Steven Gee

Program Manager

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