

Meeting Notes - Luxmanor Elementary School

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Date:	January 25, 2017
Project:	Luxmanor Elementary School
Project No:	216106.00
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ARCHITECTURE

LANDSCAPE ARCHITECTURE

PLANNING

INTERIOR DESIGN

No	Item	Action by:
2.1	This is the second meeting of the Luxmanor Elementary School REV/EX project.	
2.2	The building options from Meeting #1 were presented with revisions based on community input from Meeting #1. Options included massing diagrams in addition to revised floor plans.	
2.3	A unique site design was presented for both the 2-story and 3-story	

indicating the amount of parking, parent drop off queuing, and bus loop available with each building footprint.

- 2.4 2-story scheme review points:
- Site access curb cuts remain the same as existing building
 - 8 buses are able to queue at one time. (the current loop allows for 5 buses at one time)
 - Service drive remains on east side of building accessed from the bus loop
 - 81 parking spaces are provided (existing school has 51)
 - Parent drop off queue can queue 25 cars at one time
 - Based on use of 2-stories, the majority of the site is covered by impervious building footprint of impervious paving, which is not desirable.
 - Community member questioned if off-site drop off and bussing is an option. MCPS indicated the main concern with such an option is that it does not meet protocols for maintaining safety/security of the kids. The school staff would need to create an acceptable supervision plan to make such an option possible.
 - Community member asked if there was consideration of a turn lane along Tilden Lane on school property to allow parents to queue without blocking traffic on Tilden Lane. Response was that such a move would require removal of all the trees in this area. Maintenance of trees between community and school property line is an important goal of the project.
 - First floor group toilets were questioned as they are needed for afterhours use but are located within the PEP classroom area. HCM to review location.
 - Community member asked if the gymnasium would be air conditioned or provided with venting windows to cool in summer. MCPS current design standard is to provide ventilation via exhausting fans/louvers, but not to air condition or vent via windows.
 - Massing was discussed including use of different masonry finishes to visually break the full mass of the building into smaller chunks through color and material.

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- 2.5 3-story scheme review points:
- Site access curb cuts remain the same as existing building
 - 9 buses are able to queue at one time. (the current loop allows for 5 buses at one time)
 - Service drive remains on east side of building accessed from the bus loop
 - 81 parking spaces are provided (existing school has 51)
 - Parent drop off queue can queue 25 cars at one time
 - Based on use of 3-stories, there is more flexibility in the site design to balance protection of green space with meeting school's needs for parking and drop off queuing
 - 1st grade classrooms move to the second floor in this option
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because PEP and K rooms must be on the ground level by code while 1st grade can move up a single level if a dedicated stair for their use is provided.

- Staff member asked that group toilets on second floor be spaced more remotely from one another (one is existing to remain) so that students walking distance to a toilet is minimized. HCM to review location.

2.6	Community asked what the construction schedule for the project is. Construction is from Summer 2018 to January 2020.
2.7	Current enrollment and enrollment growth projections were requested. Current enrollment is 486 with projected growth to 614 in the next five years. The rev/ex school building is being designed to a capacity of 740 to respond to this growth.
2.8	Community asked what would happen if growth outpaced capacity and 740 is exceeded. 740 students is the current maximum enrollment allowed by the Superintendent for an elementary school. Additionally, the use of the three story option provided more site flexibility for portable classrooms as well as potentially to add building space to the half-footprint third floor if desired at any point. The Walter Johnson cluster coordinator, who was in attendance, indicated that it is not desirable to exceed 740 for her Office either.
2.9	Community asked how much of the tree canopy to the west end of the property is owned by MCPS. MCPS owns all of it and it will need to stay as is for stormwater reasons. Related to this question, repair of the degrading timbers in this area was questioned. MCPS indicated that a private collaboration between the school and a community group would be the best way to attack repair of the timber walls, as it is not part of the rev/ex project scope/budget.
2.10	Community asked if MCPS is required to meet reforestation requirements and if it would be accomplished on site or off site. MCPS indicated that they do not know yet what level of reforestation will be required. A forest consultant assesses the need based on the completed schematic site design and then determines for MCPS how much can be done on site.
2.11	Community asked how our project will affect the creek bed north of the Luxmanor Park property and requested that the design team contact WSSC to coordinate our project with a separate rehab project going on in this area.
2.12	Community asked if playgrounds will be provided for all age levels? Yes, they will be. Also, the existing playgrounds are memorial playgrounds. MCPS indicated that the equipment itself must be replaced, but that the new playgrounds will be rememorialized and plaques reinstalled to maintain the memorial aspect.
2.13	Community indicated there is a memorial garden that will be affected by the new design. Design team will provide a new space to maintain as the memorial garden.
2.14	Community lamented the lack of unassigned green space left over for casual use by students, staff, and the community. Design team will continue to look for pockets of green space for outdoor learning and

	use as the design develops. A collaboration between MCPS and the Parks department could potentially allow some of Luxmanor Park to be designed for this use.
2.15	Based on the above discussion, the community agreed to move forward with the 3-story scheme as the preferred scheme.
2.16	Community expressed a preference for daylit spaces and encouraged continued efforts by the design team to this end.
2.17	Community asked if operable windows will be provided. MCPS indicated their preference is to use non-operable in order to control air quality and temperature in the building.
2.18	Community asked about site lighting. Safety lighting will be provided to light the site but zero footcandles of light will leave the site boundary.
2.19	Community asked if we have a dedicated lockable PTA storage closet in the design. We do.
2.20	Next Meetings: Next meeting to occur on February 13, 2017 at 7:00 PM.
	Future Meetings: February 23, 2017 at 7:00 PM March 07, 2017 at 7:00 PM (PTA Meeting)

These meeting notes were prepared by Hord Coplan Macht, Inc for the purpose of recording the information covered during this meeting. Should anyone object to any statement or interpretation contained herein, please inform Hord Coplan Macht, Inc. within seven days or the meeting notes shall stand as written.

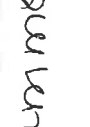
Submitted by,

HORD COPLAN MACHT, Inc.



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Luxmanor Elementary School
Schematic Design Meeting #2
January 25, 2017

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Luxmanor Elementary School
 Schematic Design Meeting #2
 January 25, 2017

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Luxmanor Elementary School
 Schematic Design Meeting #2
 January 25, 2017

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