

<b>Meeting Notes</b>		<b>Meeting #1</b>
Project: (Name, Address)	Bethesda-Chevy Chase High School 4301 East West Highway Bethesda, MD	
Meeting Location:	Smolen ■ Emr ■ Ilkovitch Architects	Meeting Date: October 9, 2012
Owner:	Montgomery County Public Schools	Architect's Project No.: 12011

The following meeting notes are a summary of our understanding of topics and action items covered at this meeting. The information has been condensed into a summary and is not an exact transcript of this meeting. If a conflict is noted, please contact our office so that the item may be corrected in a timely fashion.

<b>Attendees</b>			
Gary Mosesman (GM)	Smolen ■ Emr ■ Ilkovitch Architects (SEI)	301-770-0177	gmosesman@seiarch.com
Jim Emr (JE)	Smolen ■ Emr ■ Ilkovitch Architects (SEI)	301-770-0177	jemr@seiarch.com
Ina Kovacheva (IK)	Smolen ■ Emr ■ Ilkovitch Architects (SEI)	301-770-0177	ikovacheva@seiarch.com
Karen Lockard (KL)	BCC High School Principal	240-497-6300	Karen_L_lockard@mcpsmd.org
Debbie Szyfer (DS)	Planner, MCPS DFM	240-314-4705	Deborah_Szyfer@mcpsmd.org
Jim Tokar (JT)	Project Manager, MCPS DOC	240-314-1008	James_R_Tokar@mcpsmd.org
Ricardo Hernandez (RH)	Assistant Principal BCC	240-753-4295	Ricardo_Hernandez@mcpsmd.org
Alysa Emden (AE)	PTSA Exec., BCC	301-385-3721	alysa@comcast.net
Veronica Kidd (VK)	Chelton Rd	301-312-8605	Rfk.dd99@aol.com
Kim Vela (KV)	Peel Properties	301-280-4400	Kvela@peelproperties.com
Ilaya Hopkins (IH)	self	301-907-9878	ilayahopkins@verizon.net
Marcie Sandalow (MS)	self	301-758-4894	marciesandalow@gmail.com
Debbie Missal (DM)	BCC	301-657-8461	missals@comcast.net
Mary Cobbelt (MC)	BCC	301-335-8039	Mary.cobbelt@starpower.net
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Jane Ward (JW)	BCC/RCFPTAS	301-565-0279	jbrward@gmail.com
Jim Tapley	AD	240-497-6344	James_C_Tapley@mcpsmd.org
Laurel Rosen (LR)	BCC	301-652-7419	lbirleffi@gmail.com
Karen Dubrow (KD)	Parent	301-654-8080	jkubrow@verizon.net
Peter Siegel (PS)	BCC/ East Bethesda	301-233-1256	psiefel@landex.org
Susan Kitt (SK)	BCC	301-652-1753	selcitt@aol.com
Sabrina Wallach (SW)	BCC	301-523-2954	sjoywallach@gamil.com
Monica Hayes (MH)	EBCA	301-656-0410	BtownHayayes@aol.com
Hunter Hoyewood (HH)	BBC	301-928-3514	hunterandjanic@verizon.net
Stacy Farrar (SF)	BBC	240-497-6382	Stacy-k-Farrar@mcpsmd.org
Sarah Bock (SB)	Westland PTA	301-949-9619	RockcreeKmusic@verizon.net

	<b>General</b>	<b>Action</b>
	MCPS briefly discussed the feasibility study process and noted that the meetings will be an additive process. MCPS noted that community and staff input during the meetings is very important. The notes from the meeting will be posted on the MCPS website.	
	DS reviewed the educational specification (ed spec). The current enrollment of BCC is 1840, with enrollment projected to grow to almost 2200 students by the 2017–2018 school year. The ed spec. will increase the capacity of BCC to a maximum of 2400 students. The design team will explore multiple design concepts for the addition through a series of meetings.	

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	<p>MCPS noted that the addition will not include renovation to the existing building. It was noted that the current cafeteria is significantly undersized and accommodation of students during open lunch hours is a concern. MCPS to assess if expansion of the cafeteria is possible.</p>	
	<p>GM discussed existing site conditions and traffic circulation on the site. Existing parking on site is approximately 196 spaces. JT noted that a traffic study will not be included in the feasibility brochure but will be included in the schematic design phase.</p>	
	<p>GM reviewed initial design concepts.</p> <p>Concept A:          (Area: 84,000GSF Efficiency Factor: 57%)</p> <ul style="list-style-type: none"> <li>- The new addition is located on part of the existing tennis courts with a single loaded corridor loop to the existing buildings on the main floor level and the second floor.</li> <li>- The single loaded corridor will cover a portion of the bleachers; fire truck access will be maintained via the existing fire lane and extend through to Pearl St.</li> <li>- A raised tennis court structure is proposed to accommodate all 6 tennis courts and provide additional surface parking below.</li> <li>- Concept A is least efficient in terms of circulation and traffic flow through the building.</li> <li>- It was suggested that the design team explore a concept that brings the single loaded corridor closer to the existing building.</li> </ul> <p>Concept B:          (Area: 79,000GSF Efficiency Factor: 60%)</p> <ul style="list-style-type: none"> <li>- The addition disrupts two of the existing tennis courts and includes a double loaded corridor over the bleachers.</li> <li>- Loop circulation through a connection to the existing building on the main and 2<sup>nd</sup> level.</li> <li>- A raised tennis court structure is proposed to accommodate all 6 tennis courts and provide additional surface parking below. Concept B will provide the most parking spaces of all concepts.</li> <li>- The classrooms in the double loaded corridor facing the existing building will receive indirect light. Concerns of views and light were raised.</li> <li>- Fire truck access will be maintained via the existing fire lane and extend through to Pearl St.</li> </ul> <p>Concept C:          (Area: 75,000GSF Efficiency Factor: 63%)</p> <ul style="list-style-type: none"> <li>- The addition proposes to create a new front façade and plaza to the existing facility.</li> <li>- 4 story addition providing loop circulation and connections to the existing facility on all floors.</li> <li>- Concept C proposes an interior entrance plaza providing a gathering space and alleviating accommodation concerns during open lunch periods and inclement weather.</li> <li>- Most efficient of all concepts in terms of circulation and traffic flow.</li> <li>- Existing bus loop will be shortened and some parking will be lost. A raised tennis court structure is proposed to accommodate all 6 tennis courts and provide additional surface parking below.</li> <li>- The exterior courtyard between the existing facility and the new addition will provide indirect light into the existing building.</li> <li>- A fourth concept suggesting the renovation/demolition of the west side of the existing facility in conjunction with building up (5<sup>th</sup> floor) to accommodate additional program was proposed. SEI to investigate this concept for the next meeting.</li> </ul> <p>General Concerns:</p> <ul style="list-style-type: none"> <li>- Community and ADA access to the raised tennis court structure was a concern.</li> <li>- Concerns of obstructed sightlines of the fields were expressed in concept A and B.</li> </ul>	

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	<ul style="list-style-type: none"> <li>- Phasing and construction staging were conceptually reviewed.</li> <li>- Stadium lights will need to be relocated in Concept A and B. SEI to take into consideration during pricing.</li> <li>- Traffic circulation concerns were expressed in for all concepts in regards to flow and congestion between periods. The new concepts will be designed with wider corridors improve circulation through the building. Travel distance in Concepts A and B was raised as a concern; extending time between bells is not favorable due to loss of instructional time.</li> <li>- Loss of fields and tennis courts were noted and should be anticipated during construction.</li> </ul>	
	<p>MCPS noted that natural turf is still the county standard for the stadium field, however, consideration of an artificial turf field will be explored as an add alternate, along with support by local business partners to fund the artificial turf.</p>	
	<p>It was suggested that garage parking on site be considered to provide additional parking for the school and the community. MCPS noted that parking garages are prohibitively expensive and provide security concerns during and after school hours. The current proposed raised tennis courts will provide additional surface parking below the courts.</p>	
	<p>SEI noted that in all concepts student safety will be a priority and taken into consideration as the concepts are developed.</p>	

**Future Meeting Schedule**

Meeting #2 on October 23<sup>rd</sup> – 7:00 p.m.  
 Meeting #3 on November 8<sup>th</sup> – 3:00 p.m.  
 Meeting #4 on November 28<sup>th</sup> – 7:00 p.m.  
 PTA Presentation on December 11<sup>th</sup> – 7:00 p.m.

**Location for all meetings to be at Bethesda-Chevy Chase HS cafeteria.**

This concludes the notes of the meeting as recorded by Smolen ■ Emr ■ Ilkovitch Architects.



Prepared by: Ina Kovacheva, LEED @AP BD + C



Reviewed by: Gary Mosesman, AIA, LEED @AP BD + C

ATTACHED:  
 Sign In Sheet 10-9-12.pdf

# SIGN IN SHEET

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Smolen ■ Emr ■ Ilkovitch Architects

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 Rockville, Maryland 20850  
 (301) 770-0177  
 FAX (301) 330-3224

Date: October 9, 2012 Re: Meeting #1

Project: Bethesda Chevy Chase HS

SEI PERSONNEL: Jim Emr  
Gary Mosesman  
Ina Kovacheva

## PLEASE PRINT INFORMATION

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4 Ilaya Hopkins	self	301 907 7878	ilayahopkins@verizon.net
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12 Laurie Rosen	B-CC	301.652.7419	lbruffe@gmail.com
13 Karen Dubrow	parent	301 654 9080	JKdubrow@verizon.net
14 Peter Siegel	B-CC / East Bethesda	301-233-1250	psiegel@iandex.org
15 Susan Kitt	B-CC Ed. Forum	301 652-1753	selkitt@aol.com
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2 OF 5



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	Name	Representing	Telephone	E-mail
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5	Hunter Hogewood	BCC teacher Parent + Westland CCF	301-928-3514	hunterandjan@aol.com
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