

<u>East Carolina University</u>	<u>26472.j00</u>	<u>03.23.2011</u>	<u>03.23.2011</u>
PROJECT	PROJECT NO.	MEETING DATE	ISSUE DATE
<u>Mendenhall Student Center</u>		<u>Design Guidelines Meeting</u>	
MEETING LOCATION		MEETING PURPOSE	
<u>Stacey Leonard</u>			
ISSUED BY		SIGNATURE	

PURPOSE

JJR and SmithGroup presented the preliminary architectural and landscape design guidelines. Questions and comments were taken throughout the presentation.

MEETING NOTES

- Sustainable concepts to be included throughout design guidelines document
 - Possibly mark with icon or differentiating color
- Also include an entire section on sustainable features in relationship to design guidelines
- Buildings of historical significance should be addressed in the guidelines
- Guidelines should be more prescriptive than descriptive, but allow for flexibility
 - For example, outline preferred options such as copper downspouts, but also have a list of alternative materials if copper is not feasible for the project
 - Include accommodations for sustainable features such as solar shingles/tiles, solar panels, green roofs, etc.
- Stormwater management needs to be addressed
- Future buildings should aim for net-zero carbon status to meet future sustainability goals
- Clear glass with low e glazing is preferred. Tinted glass creates inconsistency
- Add high rise to attributes and address that 75 feet maximum height is desired to avoid the high rise code requirements
- Illustrate base-middle-top with diagrams
- Address internal and external access to service
- Address recycling and collection areas (into service)
- Address the use of spandrel panels
- Address overflow drain styles
- Exterior railing should be stainless steel for low maintenance
- LEED silver is goal for all new buildings

If this report does not agree with your records or understanding of this meeting, or if there are any questions, please advise the writer immediately in writing; otherwise, we will assume the comments to be correct.