

<u>East Carolina University</u>	<u>26472.000</u>	<u>06.30.2011</u>	<u>07.05.2011</u>
PROJECT	PROJECT NO.	MEETING DATE	ISSUE DATE
<u>Student Health Services, Multipurpose Room</u>	<u>Design Guidelines</u>		
MEETING LOCATION	MEETING PURPOSE		
<u>Clare Jagenow/Mark Potter</u>	_____		
ISSUED BY	SIGNATURE		
PARTICIPANT	COMPANY/TITLE		
<u>Neal Kessler</u>	<u>JJR</u>		
<u>Clare Jagenow</u>	<u>JJR</u>		
<u>Mark Potter</u>	<u>SmithGroup</u>		
<u>David Johnson</u>	<u>SmithGroup</u>		
<u>Bill Bagnell</u>	<u>ECU</u>		
<u>Bill Koch</u>	<u>ECU</u>		
<u>Ron Newton</u>	<u>ECU</u>		
<u>Mark Tipton</u>	<u>ECU</u>		

PURPOSE

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

MEETING NOTES

- ECU will provide its existing tree preservation guidelines to be incorporated into the design guidelines.
- Plant palette guideline will incorporate existing plant list including list of invasive species to avoid.
- Bike use is minimal however there is a culture change happening around campuses. Providing bike routes and adequate parking amenities is necessary to get usage up. Obtain bicycle friendly university designation. Part of the cultural change has to do with an awareness of sustainability and a desire to live it out.
- Where bike routes are designated will be important. Shared routes with pedestrians are okay but it has to be wide enough to accommodate this (minimum of 8 feet wide). Routes through center of campus need to be designated.
- Consider bike paths with pervious paving material.
- Locate bike racks close to the entry of buildings.
- Electric vehicles are coming and we need to plan for them in the future. Plug in stations, etc.
- Create some bike commuter stations that have bike lockers and other amenities such as repair stations (Bike stations should be part of the guidelines)

- Bus shelters need to compliment campus architecture. Products from manufacturers come and go but a design of a shelter can last the test of time. To be unique identity that separates it from the city shelters. Bus shelters should be of one type across the entire campus.
- Site amenities standards should all be in the same color family to create unity across campus.
- One of the biggest impacts can be to standardize light fixtures on campus. One standard for Main Campus and one for Health Sciences Campus. Create a phased plan to replace existing lights.
- Parking lot lights and site lights need to be consistent and incorporate site surroundings such as tree canopy. Lighting should be part of the landscape plans.
- The planning team will submit a hard copy around July 15 for review by this committee. Comments will be collected through a conference call.

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.

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