

minutes

number name	meeting date	time	recorded by:
1730.01 Summit County Fairgrounds Phase 1	August 2, 2017	9:00 AM	Brandon Budd

attendees in bold	company	email for distribution and records
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Schematic Design Review Meeting

1. Site Demo plan review:
 - a. Facilities to be removed – ballfield, road, tennis court, basketball court - grading required / fill-excavation (post meeting note: revised site plan layout precludes the demolition of the courts)
2. Landscaping:



- ~~a. Screen / buffering required along access road – plants potentially acting as screen/buffer~~
(post meeting correction: no screen no longer needed with site redesign)
 - b. Playground – removal and relocation (ADA issues with using equipment – reuse is not recommended by design team)
 - c. Existing playground is not up to standard/code – remove and do not re-purpose
 - d. Both courts will likely need to be removed – existing surface is asphalt (post meeting note: revised site plan layout precludes the demolition of the courts)
 - e. Decomposed granite/gravel where demolition of courts occurs (post meeting note: revised site plan layout precludes the demolition of the courts)
 - f. Roadway access – steep grade – about 20 feet of rise from building to 100 South
 - g. As-built secondary irrigation plans needed by Landscape Architect – system is about 1-year old and filtered – LA coordinate site visit with Mike / Ben
 - h. Meter impact fees will occur for irrigation connections
 - i. 'Gazebo' structure shown in masterplan is to match building character – not included in budgeting nor was it called-out in the Masterplan document
 - j. 1% for the arts – landscape element toward the West side – does not come out of building budget – separate budget – Summit County will determine if grant money is available for public art – timing could be an issue – \$45,000 budget
 - k. Existing trees to remain on hill - protect
 - l. Trees at Quonset hut location – locate existing on plan
 - m. Tree protection plan needed from LA
 - n. Temp irrigation will likely be needed
 - o. Signage – monument is not in the budget – building signage is and is shown on documents
3. Civil:
- a. City requirements for roadways at Park Road:
 - i. Right-of way 60'
 - ii. 30' wide road with sidewalks (5'-6') and park-strips (6'-8') increasing footprint
 - iii. Road shouldn't be oversized (less width to calm traffic)
 - iv. List of questions will be coordinates with Shane (city)
 - v. Existing grades – max is 14% currently from 100 South – walkways would require handrails – civil designing grades to max at 10%-12%
 - vi. Meandering sidewalk preferred along Park Road (down the hill)
 - vii. Park Avenue is both a park access road and by-pass road
 - viii. Emergency access considerations – two access points are provided in current site plan layout
 - ix. 20' level landing required for roadway – Park Road to 100 South
 - x. Summit County prefers roadway connection to 100 South to not have sidewalks and not be widened to city standards and no level landing at 100 South
 - xi. Community Center and Livestock Parking areas: ADA compliance and access around buildings
 - xii. Grades at livestock access / parking area
 - b. Geotech – Missing aspects of info needed
 - c. Survey missing water (Culinary) within Fairgrounds
 - d. Mike getting plan to design team with approx. water locations
 - e. Water surge – How many meters – each on one costs
 - i. Civil to review connection points
 - ii. Connect to existing culinary near (exist) livestock buildings
 - f. Asphalt walkway requested at center aisle between livestock buildings
 - g. Walks – hardener – seal – cure and seal
 - h. Sink at livestock office cost to add sewer line for a sink (pretreatment) – omit sink
 - i. Fire flow test – they have it, follow up with Shane
 - j. Sprinkler (fire suppression) in community center only
 - k. On-site retention – storm drain (exist goes into chalk creek)
 - l. Follow HPBS standards

- m. Surface retention or underground – Location of retention for Community Building at small area NW of Community Bldg. not large enough for entire site, remainder goes underground
 - n. 100 years vs. 10 years flood zone sizing
 - o. Sewer/water/storm budget: ~~\$ 60,000 in R&O current budgeting~~ **(post meeting note: 60,000 for utilities was the program budget. R&O budget is currently at \$140,000. This is a part of the site over run)**
 - 2 CFG / acres = to retention pond is the plan
 - With metered discharge at road
4. Electric
- a. Power: feeding Quonset needs to be demolished
 - b. Switch – breaker at office of Livestock Building
 - c. Transformers cost \$15,000 / each – possible pole-mtd at Livestock – Mansour to coordinate locations with RMP
 - d. 3-phase at community building
 - e. Minimal lights at livestock building – on photocell (in/out with occupied sensor 50%)
 - f. 1-phase at phases future
 - g. LCP – not at livestock (no HPBS at livestock)
 - h. +++++ dedicated feed to existing Quonset hut
 - i. RMP to make cut-offs and terminations
 - j. Conduit beneath road
 - k. Exist power tie-in at 100 South
 - l. RMP to access
 - m. Owner rep. (SUCO.) to initiate contract with RMP for a work order. RMP: 888-221-7070
 - n. Livestock building power requests
 - Low: 120/240 single phase (WP cover @ livestock)
 - o. -Outlets need to be dedicated (steer and lamb) at each col (at steer building) Highest draw (& labs building, every other col. At other buildings)
 - p. -Blowers – not certain of draw
 - q. -Switch sear at office (lamb building)
 - r. Community Center
 - s. Site lighting at parking lot ~~along strip at park road~~ **(post meeting correction: omitted with site redesign)**
 - i. On photocell and occ. Sensor
 - t. Outlet on building (exterior rated)
 - u. Audio/visual – include conduit for future A/V
 - v. Conduit for A/V in foyer (And power)
 - w. Floor Box – Power (2) at conference room
 - (1) screen at west wall conduit to floor box
 - x. No 220 equipment expected **(post meeting correction: 208 V will be required for range)**
 - y. Dedicated outlet for copier
 - z. Conduit for communication (telephone) use existing? (4) years old – should be okay
 - aa. No vandal proof fixtures required
 - bb. Knock on wood tables, chairs
 - cc. Conduits in foyer for A/V (Speakers)
 - dd. Kitchen
 - ee. Electric stove – microwave
 - ff. Garbage disposal at sink, dishwasher
 - gg. No vending
 - hh. Drinking fountain with bottle filler
 - ii. Inverter for emergency lighting
5. Mechanical
- a. Plumbing Hose bibs: (3) at small animal, pig at each col., (6) at steer, (6) at steer
 - (2) HB at wash rack, (2) in wash rack at pig
 - b. RTU's – 3 zones - No VAV's package, utilize RTU's with Evap.
 - c. 1 CFM/SF – target
 - d. Sprinkler (fire suppression) in community center only

- e. Remove sink from livestock building – this eliminates the need for sewer line to livestock buildings
6. Misc:
- a. CPT Tile at the multipurpose room
 - b. Council Meeting August 9th
 - c. Separate budget meeting
 - d. Site costs are over budget (\$4.50/FT, \$7-8 TYP)

ajc architects will rely on these notes as the approved record of matters discussed and conclusions reached unless written notice received within seven (7) days of issue of notes