

## Meeting Notes

Date: February 5, 2016

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Project: UO Oregon Bach Festival Job No: 01528

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Author: Becca Cavell Cc: Martina Oxoby; File

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Meeting: User Group SD Meeting

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### Attendees :

Michael Anderson, OBF Director of Artistic Administration ; Project Sponsor.  
Janelle McCoy OBF Exec. Director  
Alison Snyder, Assoc Professor, Architecture  
Dave Goudy, Interim Director of Education, OBF  
Sandy Cummings, Director of Finance, OBF  
Janet Yood, Construction Inspector, Campus Planning, Design and Construction  
Nate Bick, Director of Development, OBF  
Dick Romm, OBF Volunteer

David Mason, Director of Facilities Services, SOMD  
Martina Oxoby, Owner's Rep, Campus Planning, Design and Construction  
Mark Butler, Lease Crutcher Lewis [by phone]  
Tanner Perrine, Lease Crutcher Lewis [by phone]  
Larry Gilbert, Cameron McCarthy  
Becca Cavell, Hacker [by phone]  
Melissa Clark, Hacker [by phone]  
Corey Martin, Hacker [by phone]  
Lewis Williams, Hacker [by phone]

### Notes:

1. Two floor plans options were reviewed – one set from the prior meeting showing a central stair; the alternative plans show the stair back at the NW corner. This is possible because David Ward has confirmed that access to the roof can be via a roof hatch at the top of the stair, rather than a full penthouse at the roof. The committee discussed the pros and cons of each scheme, including:
  - a. The NW Stair option doesn't include an internal connection to the south restroom hallway; it only provides access to the Board Room and the courtyard. This plan is more efficient, and the SW storage room is larger and a more efficient layout, including having one less turn from the hallway.
  - b. The NW Stair option allows the door to the courtyard to be well located with regard to the brick piers, but this issue shouldn't drive the decision.
  - c. The Central Stair option allows all offices / conference rooms to be located along exterior walls and with windows. A hallway is needed to access the exterior, and a connection to

the restroom hall is a natural outcome. However, the SW Storeroom is smaller and less efficient in layout.

2. The committee recommended proceeding with the NW Stair option, requesting :
  - a. Hacker will continue to look for opportunities to connect to the restroom hallway if possible.
  - b. The Boardroom could be used as a passageway when not in use; this may influence the position of the door to the hallway
  - c. The Boardroom may not need two pairs of doors to the courtyard – one may suffice.
3. David Ward reviewed three stair/roof hatch options: a vertical ladder/small hatch; a ships ladder/medium hatch; and a regular stair / large hatch. David recommended the ships ladder approach.
4. Melissa shared a technical drawing of the HVAC equipment (rooftop and site) and noted that the dimensions are 8' W x 18' L x 8'-4 H. The enclosure is a simple metal box that can be painted any color. Hacker will find a photograph of a similar unit, to share with the committee.
5. The committee reviewed the latest Site Plan, with the following comments:
  - a. If possible it would be good to have additional bike parking for SOMD; this could be to the south of the SW wing, towards 18<sup>th</sup>. Martina will check with Emily Eng regarding capacity.
  - b. The transformers could be screened with hedges as shown (north and south) and with a metal screen to the west. Alternatively, the equipment could be located in a vault (Facilities and budget depending) The NE HVAC equipment will be surrounded by a concrete retaining wall, steel fence and gate system approximately 8'-0 tall from the lower grade; a landscaped hedge/screen will buffer the equipment from passing pedestrians and vehicles.
  - c. Bike parking will be provided to the south of the south entry.
  - d. [note: in follow up email 2/5/2016, Martina notes that the bike parking target overlooked 20 bike racks; this capacity will need to be maintained in the site design; Hacker and CM are working to locate these racks.]
  - e. Benches that are not the campus standard (traditional teak) need to be reviewed with the CPC; Hacker will bring precedent ideas to this committee and Martina for review prior to the 2/11 CPC presentation.
  - f. Barrier landscaping is planned at the north court garden to deter people from accessing the court and disturbing performances. A full screen and gate may be used; the HVAC screen gate may be able to perform double duty,
6. The committee reviewed the building exterior design development, with the following comments:
  - a. Hacker suggested opening up the brick piers at the west side access point to the Arcade, with a bench in this location that would take a 3'-0 notch out of the storage room; on review the committee recommends keeping the entire arcade at the narrower width, with more discreet bench notches akin to those shown in Larry's landscape plan.
  - b. Lighting will be an important part of the ambiance and performance of this arcade space.
  - c. The committee supports the inclusion of a south clerestory at the Rehearsal Room, with a light shelf to provide indirect lighting and other functions within the room. The natural daylighting design of the room will be carefully developed to avoid any direct light from affecting instruments in the space.
  - d. Hacker will develop the design of the wood system to show a pattern that may develop themes related to musical composition and/or notation. The wood system is a series of

panels with gaps between them; maintenance will be considered as the design is developed.

- e. The Rehearsal Room will have a uniform, level relationship to the landscape, with a simple concrete base and perhaps an edge band of polished stones. The landscape will be graded, steeply in some areas, to reach the adjacent sidewalk.
7. The committee reviewed the Project Specific Patterns for the project: History and Identity; Gateway to Campus; A Front Door; Series of Outdoor Courtyards; and A Building within a Building within a Complex. The committee agreed that the Schematic Design meets these criteria, and approved the design as presented. Martina stated that the floor plans are now “set” – any changes from now on will be minor adjustments only.
8. Hacker will develop renderings and drawings for the Campus Planning Committee SD Approval meeting, and will send a preview set on Friday.

#### **End of Meeting Notes**

#### Next meetings:

- a. February 11<sup>th</sup> CPC Presentation / SD approval
- b. February 19<sup>th</sup> User Group Meeting 9:00-12:00 – DD Meeting 1 (may shorten)
- c. February 19<sup>th</sup> % for Art Committee Meeting – 1:00 (maybe be in the morning if d is shortened)
- d. Wednesday, 3/2 User Group 9:00am-12:00pm
- e. Wednesday, 3/16 User Group 9:00am-12:00pm
- f. Friday, 4/1 User Group 9:00am-12:00pm