



ADMINISTRATIVE DRAFT

GROUP 4

ARCHITECTURE
RESEARCH +
PLANNING, INC

211 LINDEN AVENUE
SO. SAN FRANCISCO
CA 94080 USA
T: 650-871-0709
F: 650-871-7911
www.g4arch.com

WAYNE GEHRKE
ARCHITECT

DAWN E. MERKES
ARCHITECT

DAVID SCHNEE
ARCHITECT

DAVID M. STURGES
ARCHITECT

JILL EYRES
ARCHITECT

JONATHAN HARTMAN
ARCHITECT

PAUL JAMTGAARD
ARCHITECT

WILLIAM LIM
ARCHITECT

ANDREA WILL
ARCHITECT

LARC PLANNING COMMITTEE MEETING #8
LARKSPUR ROSE GARDEN CFP MASTER PLAN

MINUTES

MEETING ON

11 February 2013
@ City Council Chamber at City Hall - 6:30 - 9:30 pm

INVITED ATTENDEES

Name	Initials	Attended	Company or Organization
Adrienne Brown	AB	X	
Mary Clyde	MC	X	
Melissa Dawson	MD	X	
Patti Doherty	PD	X	
Dan Dunn	DD	X	
Michael Folk	MF	X	
Frank Gold	FG	X	
Katherine Green	KG	X	
Doug Mowbray	DMY	X	
Joan Lundstrom	JL	X	
Ronald Peluso	RP	0	
Elise Semonian	ES	X	
Matt Smyth	MS	0	
Todd Ziesing	TZ	X	
Brad Marsh	BM	X	Council Member
Ann Morrison	AM	X	Council Member
Dan Schwarz	DSz	X	City Manager
Neal Toft	NT	X	Director of Planning & Building
Frances Gordon	FG	X	Library Director
Dick Whitley	DW	X	Recreation Director
Dick Young	DY	X	Planning Commission
Jeanne Friedel	JF	0	Parks and Recreation Commission
Don Graff	DG	X	Library Board of Trustees
Marilyn River	MR	0	Heritage Preservation Board
Sallyanne Wilson	SW	X	Heritage Preservation Board
Susan Schmidt	SS	X	Tamalpais UHSD
Susan Christman	SC	X	School District Representative
Kris Wade	KW	X	Library Foundation
Lorraine Weiss	LW	X	Design Development Review
Dawn Merkes	DM	X	Group 4 Architecture Research + Planning
David Schnee	DS	X	Group 4 Architecture Research + Planning
Carolyn Carlberg	CRC	X	Group 4 Architecture Research + Planning

DISTRIBUTION

Attendees



A	PROJECT OVERVIEW	who	status
---	------------------	-----	--------

A1	CO-CHAIR UPDATE		
----	-----------------	--	--

- | | | | |
|------|---|--|--|
| 8.01 | AM gave the co-chair update. <ul style="list-style-type: none">▪ Welcome to Jake and Doug, two Redwood high school students, to our LARC meeting. | | |
|------|---|--|--|

A2	REVIEW AND APPROVAL OF:		
----	-------------------------	--	--

- | | | | |
|------|---|--|--|
| 8.02 | The meeting minutes from LARC meeting #6 (1/14) and LARC meeting #7 (1/28) were reviewed and approved. CRC will post the meeting minutes to the LARC website (<i>update 2/20: The meeting minutes are available on the LARC website</i>). | | |
|------|---|--|--|

A3	COMMITTEE COMMUNICATIONS		
----	--------------------------	--	--

- | | | | |
|------|---|--|--|
| 8.03 | There were no committee communications. | | |
|------|---|--|--|

A4	PUBLIC COMMUNICATION		
----	----------------------	--	--

- | | | | |
|------|--|--|--|
| 8.04 | CRC updated the LARC committee on the youth outreach events at Hall Middle School and Redwood High School. | | |
|------|--|--|--|

A5	COMMITTEE HOMEWORK		
----	--------------------	--	--

- | | | | |
|------|---|--|--|
| 8.05 | The LARC homework was to revise the Master Plan statements from the last meeting – this will be addressed in the work plan. | | |
|------|---|--|--|

B	WORK PLAN	who	status
---	-----------	-----	--------

B1	REDWOOD HIGH SCHOOL INPUT		
----	---------------------------	--	--

- | | | | |
|------|--|--|--|
| 8.06 | Doug and Jake gave their input of high school student needs to the LARC committee: | | |
|------|--|--|--|

Doug's comments (Jake gave individual input at the last LARC meeting):

- Liked the survey a lot – like the visuals and Facebook format; felt that the students could relate to it
- Café – students love food; Redwood is an open campus; being able to walk to the café during lunch would be profitable
- Technology – would definitely use
- Would like a basketball court and open grass to run around and blow off steam after school
- Hang out space – Redwood library is one big space which collides with quiet study and hang out; these two spaces need to be separated



- Would be nice to use the facility after school before sports start
- Don't use Piper Park – don't think about it; see it as a part of Hall Middle School
- Piper Park is very dewy (wet) and feels out of the way
- Would use a facility if it's more centered in the City

Questions/comments:

What can we do to make sure students will come to the facility?

- Don't call it a teen room
- Doesn't need a name, although you could call it the Student Center – “student” has a more grown-up connotation
- If you put cool stuff in there, we'll come
- If it's like the collaborative/gaming/hangout pictures in the handout, people will come
- Food is a big plus

What is good food?

- Good sandwiches
- Deli counter (not pre-made sandwiches/salads)
- Pizza
- Cesar salad bar
- Smoothies
- Word will spread that the café has good food and everyone will go

Do you need a place for performance?

- Have a lot of friends who are performers; they are always looking for a place to perform
- Could see people coming and watching their friends perform (like Benissimo)
- Does not need to be a stage – can be more informal
- Friday Night Live – collaborate with them and get student artists

What are your thoughts about the hang out and quiet study spaces? Would students be willing to share these spaces?

- The quiet study and hang out spaces need to be far apart
- Could see the general population sharing the quiet study space, possibly the hang out if not in use
- The hang out may be more designated to Hall Middle school students
- High School students do not want anything too childish

What library resources would be useful?

- Copies of the Redwood HS textbooks are really important; students will not need to bring their own textbooks
- Having a wide variety of books
- Would like to check out more recent movies (that have been released within the last 5-10 years; not black and white)
- Would check out movies mostly for entertainment (as opposed to educational)

Do you use resource librarians?

- Not really; they are great resources, but we mostly use the internet

What about technology? Do you use ebooks?

- Digital vs. printed – fine to have printed books
- Big opportunity to take the initiative on the ebook trend; love to hold a book and read it, but technology is the way of the future and can see more and more



- books going digital
- Technology – do not lock sites like Youtube and email – there are kids working on projects through these sites
- Laptops and laptop carts would be incredible; ability to set up a log in; very mobile, can take it anywhere in the facility (hang out, café, quiet study, etc.)

B2 MASTER PLAN COMPONENTS

8.07 The LARC Planning Committee discussed, revised and voted on components of the master plan. Only voting members participated in the vote, but all participated in the discussion. Twelve out of fourteen voting members were present.

8.08 VISION – CFP SITE

The LARC committee will refine the vision as part of their homework. CRC will work on a revised vision incorporating the comments below from the LARC and send a link to everyone for comment.

- Complement/connect with downtown and surroundings
- Flexible and adaptable
- Sustainable – in economic and environmental sense
- Outdoor spaces
- Looking to the future
- Beautiful and vibrant
- Cohesive
- Draws the community together
- History and culture
- Historic displays (may be in the building program and not the vision)
- Activities (may be in the building program)
- Take out “our strong civic pride”
- The vision should be consistent with the rest of the master plan statements – okay to have some overlap; this is the broad, overarching statement
- Tone is not “vision” enough yet

8.09 VISION – CITY HALL

- Larkspur City Hall is a beloved historic landmark in the heart of the downtown National Register Historic District. Through renovation and a full restoration, Larkspur City Hall will be able to better serve the public through consolidated and more efficient City operations and flexible meeting spaces for City staff and boards and commissions. In addition, City Hall will become a public destination, providing space for community meetings, programs, and archival records that complement uses at the joint-use library/community center. Renovation and restoration should preserve the architecture and design features of the exterior of the original building. (vote: 12/12)

8.10 SITE PROGRAM – Site Amenities

- The landscape should integrate the site to the downtown and adjacent neighborhoods and reinforce the joint-use library/community center facility as a signature landmark, welcoming the community through pedestrian pathways, inviting entry plazas, and entry features. The site programming should create a vibrant sense of place through outdoor program rooms and passive and active



gathering spaces that are compatible with the facility, complement adjacent active recreation areas, and provide activities for all ages. The site should be designed to promote safe access and egress to all pedestrians, bicyclists, and vehicles. (vote: 12/12)

Questions/comments:

The LARC committee discussed active and passive outdoor spaces prior to voting on the statement above.

- DSz: Piper Park is a regional park and is programmed that way; it is not intended to be a local park. There is a lot of science behind park programming. Piper Park is well-used as a regional park.
- A children's activity area is desired.
- An outdoor program with both active and passive uses is possible, and desired – these are not mutually exclusive; the site is large enough for both.
- The key is that the active and passive spaces are compatible with the facility and building program.
- DW: It would be nice for the teens to have an outdoor place to go and blow off steam, but the adjacency to the neighbors must be considered. An informal set-up without organized activities would be preferable (ad hoc/organic activities).

8.11 SITE OPTIONS

- The siting of the facility and surrounding landscape should maximize civic presence, provide excellent indoor/outdoor connections, maximize outdoor gathering space, and take advantage of natural lighting and scenic views, especially of Mt. Tamalpais and Blithedale Ridge. (vote: 12/12)
- The location preferences for the joint-use library/community center are on the north or southwest quadrant of the site for compatibility with the neighborhood, site access, functionality, and safety. (vote: 12/12)
- The preferred location for the surface parking lot is on the south quadrant of the site; if economically feasible, understory parking is preferable. (vote: 12/12)

Questions/comments:

Can we walk the site?

- We are not yet permitted to walk the site; the property does not yet officially belong to the City yet.

8.12 DESIGN VALUES – Site Presence (vote: 12/12)

The library/community facility and surrounding landscape should:

- Be warm and inviting
- Be designed with a human scale
- Have a strong identity and celebrate its civic role in the community

8.13 DESIGN VALUES – Building Character (vote: 12/12)

The design of the interior and exterior of the library/community facility should:

- Be warm and engaging, welcoming the community and drawing people inside
- Be constructed and furnished with quality long-lasting materials
- Complement the small-town character of the City of Larkspur
- Reflect our time but have an enduring, timeless quality
- Maximize flexibility and be adaptable to change



- 8.14 DESIGN VALUES – Building and Landscape Sustainability (vote: 12/12)
The library/community facility and the site landscape should:
- be environmentally, economically, and culturally sustainable
 - reveal sustainable values in its design to educate the community and promote environmental stewardship
 - Aspire to achieve the highest LEED certification that is economically feasible
- 8.15 DESIGN VALUES – Site Connectivity (vote: 12/12)
The landscape of the library/community facility should:
- Have strong indoor/outdoor connections for program flexibility
 - Take advantage of views of Mt. Tamalpais and Blithedale Ridge to the greatest extent possible
 - Create convenient and safe connections with the downtown, nearby schools, and adjacent neighborhoods
- 8.16 BUILDING PROGRAM – CFP Site
The LARC committee indicated a desire to define the building program in a master plan statement. CRC will work on a building program statement incorporating the comments below from the meeting and send a link to everyone for comment.
- Facility includes library, community center, and shared spaces
 - Include what is defined as core library space (collections, seating, marketplace, adult and children's)
 - Include what spaces can be shared – lobby, group study, teen space, technology, etc.
 - Include community center spaces – flexible meeting spaces, community room
 - Storage space
 - Staff space
 - Historic displays and public art
 - Flexible facility

C	WRAP-UP	who	status
---	---------	-----	--------

B5 HOMEWORK

- 8.17 LARC committee members should review and comment on the revised Master Plan statements that CRC will post. She will send a link to everyone as well as send it in email format for those who have trouble opening the link.

These minutes were prepared on 20 February 2013. Discussion of this meeting has been recorded as understood by the recorder noted below.

GROUP 4 ARCHITECTURE, RESEARCH + PLANNING, INC.

Dawn Merkes
Principal

DM/crc