

**Public Safety Building Advisory Committee  
Meeting Agenda  
10:00 AM – City Hall – July 23, 2019**

**Roll Call Committee Members**

- Alexander Coulter, Fire Chief
- Anthony Marino, Police Chief
- Rick Lundholm, Deputy Fire Chief
- Louis Belasco, Cape May City Tax Assessor
- James Matthews, Cape May Volunteer Fire Department President
- Scott Griffith, Citizen
- Robert Lamendola, Citizen
- Rosanne Traficante, Citizen and Secretary
- Kathleen Wyatt, Chairperson, Citizen and Secretary
- Neil Young – City Manager
- Jerry Inderweis, Jr – Deputy City Manager
- Shaine Meier, Council Liaison

**Purpose:** Meet with USA Architects

- Response to questions from previous meeting: USA Architects
- Proceed with Working Meeting
- Question and Answers

**USA Architects**

- Follow USA Agenda



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## DESIGN MEETING AGENDA

**Project:** Cape May Public Safety Building  
USA Project No.: 2019-007

**Date:** Tuesday, July 23, 2019

**Place:** 643 Washington Street, Cape May

### ITEMS TO BE DISCUSSED:

- 1. Project Directory**
  - a. Nothing at this time.
- 2. Review Previous Meeting Minutes**
  - a. 07.09.2019 minutes included.
- 3. USA Presentation**
  - a. Review programing spread sheets for Police + Fire.
  - b. Review updated concept plans of the program for three selected concepts.
  - c. Review updated parking/ site layouts.
  - d. Review updated elevations (massing models).
- 4. Items needed from Cape May**
  - a. Nothing at this time.
- 5. Review Project Schedule**
  - a. Programming/ Concept Design thru July 2019.
  - b. Schematic Design TBD.
- 6. New Business**
  - a. TBD.
- 7. Next meeting**
  - a. TBD

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'Andrew P. Adornato'.

Andrew P. Adornato, AIA, LEED AP, CDT  
Principal



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**Regarding:** Design Meeting

**Project:** Cape May Public Safety Building  
USA Project No.: 2019-007

**Date:** Tuesday, July 9, 2019

**Place:** 643 Washington Street, Cape May

**ITEMS TO BE DISCUSSED:**

**1. Project Directory**

- a. Refer to contact list attached, will continue to update as necessary.

**2. Items Discussed**

- a. Programming/Concept Design.

i. USA presented refined conceptual floor plans (Option 1, 2 & 3).

1. Option 1 (maintains the existing Fire Museum + original RFP Program).

- a. Fire comments.

i. Nothing at this time.

- b. Police comments.

i. Nothing at this time.

- c. Massing model comments.

i. Relocate training tower to parking lot area of site.

ii. Provide additional concept using the language/ style of original Public Safety Building.

iii. Show communication tower.

2. Option 2.

- a. Fire comments.

i. Adjust bunk rooms/ locker area similar to option 3.

- b. Police comments.

i. Nothing at this time.

- c. Massing model comments.

i. Provide windows on third floor at OEM/ Training Room and Fitness Center.

ii. Provide smaller window openings at Day Room.

iii. Provide additional concept using the language/ style of original Public Safety Building.

iv. Show communication tower.

3. Option 3.

- a. Fire comments.

i. Entrance to Fire Museum to be from Franklin Street.

- b. Police comments.

i. Nothing at this time.

- c. Massing model comments.

i. Provide smaller window openings at Day Room and OEM/ Training Room.

ii. Modify dormers to hip or gable roofs.

iii. Provide additional concept using the language/ style of original Public Safety Building.

iv. Show communication tower.

- ii. Programming spread sheets for Police + Fire presented, items to be updated.
  - 1. Nothing at this time.
- iii. Site plan of Cape May Landmarks.
  - 1. Nothing at this time.
- iv. Geotechnical Investigations.
  - 1. Complete, revealed water table at -8'-0" below grade.
- v. Environmental Analysis.
  - 1. ACM samples gather May 6<sup>th</sup>, waiting on report.
  - 2. Lead paint tested June 26<sup>th</sup>, waiting on report.
- vi. Building Code review; on-going will be coordinated with schematic layouts.

**3. Items need from Cape May**

- a. Nothing at this time.

**4. Programming/ Concept Design Schedule**

- a. Building elevations (massing models) on-going.
- b. HVAC systems to be reviewed and presented in July.
- c. Green energy (geothermal & photovoltaic) to be reviewed and presented in July.
- d. Initial cost estimates to be reviewed and presented in July.
- e. Public meeting in August.

**5. New Business**

- a. Nothing at this time

**6. Next meeting**

- a. Tuesday, July 23, 2019 at 10am City Hall.
- b. Town Meetings to occur after programming/ concept design; August 2019.

Respectfully Submitted,



Andrew P. Adornato, AIA, LEED AP, CDT  
Principal