

Aspen Elementary School I Master Plan & Projects

1870 Oberlin Avenue I Thousand Oaks, CA 91360 Conejo Valley Unified School District April 2017

)Dougherty

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Existing Site Summary

Neighborhood:

CVUSD Aspen Elementary School is located in the City of Thousand Oaks on a 10.98 acre site bound by Marlowe Street (north), and Oberlin Street (West). The major intersection is Marlowe Street and West Janss Road. The 23 freeway runs east of the campus.

Instruction:

The school serves TK through 5th grades and is one of the few schools in the district with increasing enrollment with expected growth of over 30 students since 2014. The school has several after school programs including math tutoring, dance, art, sewing, cooking, robotics, chorus, band and karate. The schools strong after school programs are considered one of the drivers for its projected increase in enrollment.

Summary of Facilities:

The main core buildings on the campus were built in 1969 composed of a brick structure with exposed rafters supporting the roof. A new assembly and multi purpose building added in 1994 and conversion of the old multi purpose into the main administration building with a library and additional classrooms provides for a well defined entrance for the surrounding community. Additional modular buildings were added in 1999 to handle the increasing student population and remain on site today. No major construction of buildings has occurred after 1999. The original structure with its large roof rafters on the exterior of the building are showing significant aging and deterioration in certain locations.

There are a number of projects that have recently been completed including HVAC replacement throughout campus and re-controlled at the administration building, as well as LED lighting upgrades with occupancy sensors, and new entry fence and gates.

April 2017

Building Systems:

The major building systems have been upgraded throughout the campus with exception of electrical work which is in need of upgrading to handle the increased power demands as the schools technology has increased.

Technology:

The site includes the Wi-Fi in every classroom, as well as promethean boards (interactive projection screen boards) and chrome books for the students to use in every classroom as well as charging carts and lpads for the younger kids. All rooms have a bank of tablets or computers. The campus makes an effort to be on the cutting edge of technology advancements in curriculum tools to enrich the lives of the students.

Energy:

The existing air handling units and cooling towers have been recently upgraded, as has the lighting throughout campus with LED lights and occupancy sensors. Because of the large relatively low sloping roofs throughout campus solar power generation could be an area of additional energy consumption reduction. Current, electrical power throughout campus is insufficient including insufficient number of outlets in each room to handle technology upgrades.

Site Attributes:

- Brick Buildings over 40 years old in fair condition
- Relatively new Multi Purpose building with ramp access to the stage
- Mature landscape and appealing environment
- Large Playground Area including grass fields multiple play structures and blacktop area.
- New entry fence

Site Deficiencies:

- Main entrance relies on buzzer to function. Students have to briefly step out of campus to enter the administration building.
- Insufficient shading on the playground
- Wood rot, paint peel and corroded metal surfaces
- Lack of lighting in parking lot
- Inadequate electrical capacity to support the campus
- Lack of natural daylighting in the library
- No plumbing in portable buildings
- Poor condition of interior finishes
- HVAC and roofing requires replacement. Admin. Building HVAC needs optimization
- No light switch for the main MPR space

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Enrolment Summary:

ELEMENTARY SCHOOLS										PRIOR	ADOPTED	+ OR -
	JrK	K	1ST	2ND	3RD	4TH	5TH	SDC	TOTAL*	YR	BUDGET	BUDGET
Elementary	Stude	nts										
ASPEN	22	61	47	39	61	57	53	32	372	369	340	+32

Master Planning Goal:

Repurpose/modernize existing buildings and classrooms to become a modern cutting edge educational space. Revitalize the campus with a cohesive beautification upgrade and enhancement of exterior spaces. Construct new Classroom Buildings to replace portable buildings. Improve general site conditions to improve the educational experience. Address deferred maintenance issues and site accessibility issues.







Facilities Issues:

Functional Deficiencies in Existing Facilities:

- Main entrance relies on buzzer to function. Students have to briefly step out of campus to enter the administration building.
- Insufficient shading on the playground
- Lack of lighting in parking lot
- Inadequate electrical capacity to support the campus

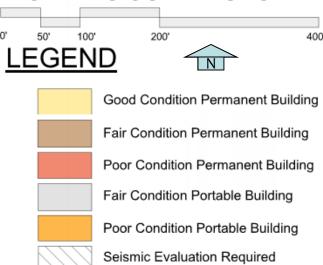
Spatial Deficiencies:

- Insufficient daylight in the library
- No Plumbing in portable buildings
- Poor condition of interior finishes

Maintenance & Accessibility Issues:

- HVAC and roofing requires replacement. Admin. Building HVAC needs optimization
- No light switch for the main MPR space
- Wood rot, paint peel and corroded metal surfaces
- Other misc. ADA items (Door thresholds, Drinking Fountains, Sink height, Ramp Slope, Handrails...etc)

BUILDING CONDITIONS



April 2017



Campus Summary Current Usable Area 10.98 Acres 8.40 Acres Current Playground Area Playground Area Required 8.40 Acres **Total Classrooms** Classrooms in Portables 5 Permanent Classrooms 49 **Enrollment** 2-Semester Planning Capacity 460 **Current Enrollment** 372

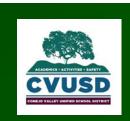
340

Building

- 1- MAIN BUILDING (CLRM OFFICE)
- 2- MULTI PURPOSE BUILDING

Enrollment Used for Planning

- 3- CLASSROOMS (MODULAR)
- 4- CLASSROOMS
- 5- CLASSROOMS
- 6- TWO/THREE UNIT RELOCATABLE
- 7- CLASSROOMS (KINDERGARTEN)
- 8-LEARNING CENTER



										.,			ear						
School District Sit	e School District	Building Rating	Square	Fire Const.		Sprinkler	Fire	Alarm Local/	Roof	Year		Reno	vated			Vacant Is Vacant	Flood	∠one	
Name	Building Name	Classification				Y/N	Y/N	Central	Туре	Built	Roof	HVAC	Elec.	Plumb	Status	Y/N	Risk	Code	Map Date
Aspen Elementar	y 8-Learning Center	Elementary	960	2	Joisted Masonry	No	Yes	L	Composition						Owned and occupied by the district	N	NS	X	1/20/2010
Aspen Elementar	y 1 - Admin/Library	Elementary	9,402	4	Masonry Non- Combust ible	No	Yes	L	Composition	1970	1998	1994	1994		Owned and occupied by the district	N	NS	X	1/20/2010
Aspen Elementar	2-Multipurpose y Rooms	Elementary	6,386	1	Frame	No	Yes	L	Composition	1994	1994	1994	1994		Owned and occupied by the district	N	NS	Х	1/20/2010
Aspen Elementar	y 3-Classrooms 19-22	Portable	3,840	5	Modified Fire Resistive		Yes	L	Metal	1999	1999	1999	1999		Owned and occupied by the district	N	NS	x	1/20/2010
Aspen Elementai	y 4 - Classroom 1-6	Elementary	6,784	4	Masonry Non- Combust ible		Yes	L	Composition	1968	1998	1999	1999	2004	Owned and occupied by the district	N	NS	X	1/20/2010
Aspen Elementar		Elementary	6,784	4	Masonry Non- Combust ible		Yes	,	Composition		1997	1999	1999		Owned and occupied by the district		NS		1/20/2010
Aspen			ĺ		Modified Fire										Owned and occupied by the				
Elementa	y 6 - Child Care	Portable	1,440	5	Resistive Masonry Non- Combust		Yes	L	Metal	1999	1999	1999	1999		district Owned and occupied by the	N	NS	X	1/20/2010
Elementa	y 7-Kindergarten (2)	Elementary	2,880	4	ible	No	Yes	L	Composition	1967		1999	1999		district	N	NS	Χ	1/20/2010



Existing Facilities:

5 buildings are over 40 years old 3 buildings are less than 30 years old

Analysis Summary:

Overall condition of the buildings are fair. The school has received major HVAC and system upgrades as well as lighting upgrades. The multi purpose building is relatively new being only 20 years old and is in excellent condition. Most of the roofing is in need of upgrades based on age but is working well and have no significant issues.

The site has sufficient classroom space to handle the increasing enrollment with 5 portable buildings on campus all over 17 years old and showing their age.

The interior finishes are in overall good condition and the plumbing has had upgrades in the past 15 years, including the upgrading of the bathrooms on campus to comply with current accessibility standards.



Master Planning Process Summary

Master Plan Goals

The goal of the Master Planning process is to facilitate the formulation of the District's short term and long term goals and engage the school, stakeholders and community in the decision making process for each site. This was done by utilizing information and findings of the Site Survey, Site Analysis, site visit(s), as well as presentations and community feedback through the charrette process in order to provide a holistic Master Plan for each campus in the CVUSD Thousand Oaks Cluster.

The goals for the Master Plan for Aspen Elementrary, as developed through the process documented in The Master Planning Process, are the following:

- Provide the correct number and type of instructional spaces for the campus population through the modernization of existing buildings and the construction of new classroom buildings.
- Provide the basic facilities needed for a population of approximately 372 students.
- Upgrade the face or "curb appeal" by redesigning the site work and landscaping of the existing front of the campus.
- Create quality and cohesive exterior spaces that are interconnected and well landscaped including upgraded courtyards and quads throughout the site while providing accessible paths of travel to buildings and site areas affected by the master plan.
- Upgrade and modernize permanent buildings, building systems and overall school site.

The following pages document: the master plan and the process through which it was developed; the projects needed to implement the master plan; and the estimated cost of these projects.

Process

The master planning process includes 5 sequential items/deliverables and 4 charrettes following the first four steps.

ITEM 1- Survey

The Campus Survey was completed in December of 2016 by Dougherty Architects.

The survey found that the campus currently houses 372 students under the projected enrollment expected to decrease slightly to 370 students by 2017-18. The CVUSD Planning Capacity for the campus is 460 students. Overall, the campus was found to be in fair condition. The visual survey confirmed several deficiencies in core facilities.

After the conclusion of the survey, a detailed list of potential projects had begun to emerge. These projects ranged in complexity and size from basic deferred maintenance projects, to large scale building modernizations and new classroom building construction.

List of deficiencies:

- Main entrance relies on buzzer to function. Students have to briefly step out of campus to enter the administration building.
- Insufficient shading on the playground
- Wood rot, paint peel and corroded metal surfaces
- Lack of lighting in parking lot
- Inadequate electrical capacity to support the campus
- Lack of natural daylighting in the library

- · No plumbing in portable buildings
- Poor condition of interior finishes
- HVAC and roofing requires replacement. Admin. Building HVAC needs optimization
- No light switch for the main MPR space

Overall the campus was found to contain sufficient site area, 10.98 acres, to accommodate the needs of a 370 student population, but various buildings require renovation, while underutilized site areas should be redeveloped to better serve student needs.

Charrette #1

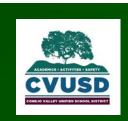
Following the Survey, a summary of the findings and draft survey were presented to the Principal, selected Maintenance Staff, and District Planning Staff to discuss priorities for the campus. These Campus Users provided additional input for campus improvements and the comments were included on final Survey.

ITEM 2- Site Analysis

Site Analysis was completed in January of 2017 by Dougherty Architects.

Using the survey along with more traditional forms of site analysis, including, shading studies, views, circulation, etc., a series of broader project locations began to emerge.

- Possible reconfiguration of entry gate and fencing may eliminate the current access protocol, which depends on buzzer and constant monitoring of staff. Reconfiguration of the interior space may also be required to facilitate the improvement.
- Improvement in the library space may bring additional daylighting while reconfiguration of adjacent spaces may
 create a flexible learning space inside or next to the library. On the other hand, the adjacent administration
 spaces as well as the exterior of the building may be further improved and beautified to create a cohesive
 appearance. The goal of this cluster of potential improvement is to beautify spaces, increase efficiency and
 functionality.
- There is an opportunity to replace this cluster of temporary classroom buildings with a permanent building, which may house spaces sized for flexible, project based learning experience. Alternatively, there is also a potential for interior remodeling to provide plumbing and replace finishes.
- Additional shading may be added to playgrounds. Shading opportunities may be accomplished by either structure or landscaping. Play surfaces and equipment may also be upgraded as a part of the scope.



Charrette #2

Following the Site Analysis, a summary of the findings was presented to various stakeholders in January 2017 at a community meeting located in the Multipurpose Building at Thousand Oaks High School.

Dougherty Architects reviewed the points raised by the Campus and discussed the initial options for redevelopment and modernization. The School supported these options and requested that the Project Team review and provide additional input to be considered in the master plan including:

- There is a desire to increase the campus energy efficiency to promote green technologies in both the projects related to the master plan and the general educational environment.
- Priority was established that the money should be used to enhance the educational environment over beautification.
- Beautification in general is still a major priority but to be approached in a fiscally responsible manner.
- Removal of portable buildings in poor condition was set as a high priority, provided the campus has excess capacity for students.

ITEM 3- Alternative Concepts

Following the Charrette, The Dougherty Architects developed a series of projects for the campus which included new facilities and the modernization of existing buildings to address the points raised by the campus user groups.

3 Alternative layouts were developed.

Alternative 1- Included:

- Modernize and Reconfigure front of Administration building and entry to campus (1600 SF)
- Modernization of Library
- · Landscaping around new administration building
- Replace one of the playgrounds with new equipment and include shading and playground surface

Alternative 2- Included:

- Modernize and Reconfigure front of Administration building and entry to campus (1600 SF)
- Modernization of Library
- Landscaping around new administration building
- Replace all of the playgrounds with new equipment and include shading and playground surface

Alternative 3- Included:

- Modernize and Reconfigure front of Administration building and entry to campus (1600 SF)
- Modernization of Library
- · Landscaping around new administration building
- Replace all of the playgrounds with new equipment and include shading and playground surface
- New Classroom Building to replace portable buildings

Extra Groups:

- Campus wide basic classroom modernization
- New outdoor learning space with shading

Charrette #3

Following the development of the Alternative Concepts, Dougherty Architects developed a series of projects for the campus which included new facilities and the modernization of many existing buildings and facilities to address the points raised by the campus user groups. These projects in a draft master plan were reviewed with Stakeholders in public Charrette #3. The charrette took place on the Thousand Oaks High School campus in February, 2017. The Dougherty Architects presented potential projects to a Stakeholder Groups consisting of the CVUSD School Principals and representatives of the teachers and parents who were recommended by the campus administration to participate.

The Stakeholders supported these options and emphasized the need to provide for student needs first. The Stakeholders added specific input for campus improvements:

 A preference was indicated when viewing the different concepts to have all of the playgrounds upgraded with shading instead of having the outdoor teaching space or the library modernization



Following the Charrette #3, the campus administration and staff reviewed the proposal and added additional input and suggestions:

- Improving the curb appeal is one of the top priorities
- Drainage issues to be resolved: (1) area between kindergarten building and modular buildings. (2) Area north of the classroom building 5. (3) roof edge of the modular building.
- Re-routing the entry to the campus is a top priority. The school is receptive to re-configuring the administration building to resolve the routing issue.
- MPR lighting control should be included in the first phase
- Library renovation and daylighting should be a lower priority
- Replacement of playground equipment, surface and addition of shading are desirable.
- The administration would like to have a floor safe in the administration building.

The additional Input was incorporated into the subsequent Conceptual Master Plan.

ITEM 4- Conceptual Master Plan

The Conceptual Master Plan was developed based on the presentation and feedback from the Alternative concepts and the following feedback that had occurred during and after the charrette process. The Conceptual Master Plan was a hybrid of several alternatives. In this phase of the process, the solution was narrowed down to one plan for every site to include long-term and short-term plans. Projects were developed in this step with draft cost estimates.

Charrette #4

The Conceptual Master Plan was presented to include projects and draft cost estimates at Charrette #4, Dougherty Architects revised the earlier reports to reflect the Stakeholder's input. The various stakeholders supported the direction taken by the master plan. Stakeholders were given an additional 2 weeks for final comments to be incorporated into the final Master Plan document.

ITEM 5- Master Plan and Projects

April 2017

This document is the Master Plan based on the presentations and feedback from the Conceptual Master Plan and earlier reviews. This document includes a single short-term and long-term Master Plan vision which is shown in a series of projects to be completed under the current Measure I Bond and future funding sources. Each project group is accompanied by a cost estimate.

Documentation of the process and identification of the stakeholders who participated ensure that the master plan addresses the need for each site in an objective and comprehensive way.

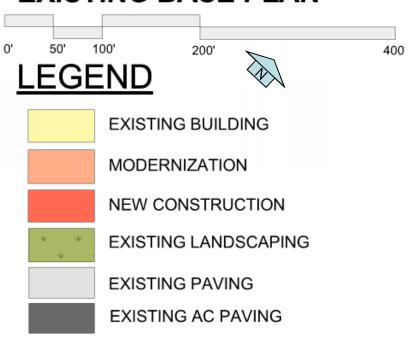
Projects will be prioritized by CVUSD based on the criticality, functionality and adequacy of facility needs.



Master Plan – Campus Goals

- New landscaping at front of campus and new paint for the entire campus. Correct some of the accessibility issues on site
- Reconfigure the entry to the school to remove existing buzzer system. Some reconfiguration and modernization of the administration office will be needed to accommodate the entry change.
- New playground equipment with shading and new fall protection surfaces. Play Equipment Area will be made current with accessibility standards. Remove Existing low CMU walls around the play surface.
- Modernization of existing library and addition of new solar tubes to increase daylight levels.
- Regrade and landscape are needed to resolve drainage issues and create outdoor learning space.
- Incorporate principals of sustainability into the design.
- Upgrade campus accessibility to be in line with

EXISTING BASE PLAN







Aspen Enrollment Trends Student Enrollment 700 600 500 400 300 2006 2007 2008 2009 2010 2011 2012 2013 2014 2015 2016

CVUSD ELEM. SCHOOL	Location Code: 3 020	Campus Summary	
Site Information	Totals	Total Planned Site Capacity:	Totals
Current Useable Area:	10.98 Acres	Current Enrollment:	372
Current Playground Area:	8.4 Acres	Planning 2- Semester Capacity:	460
		Enrollment to use for Planning	340
Playground Area Required:	8.4 Acres		



April 2017



Master Planning: Projects

Master Planning- Projects

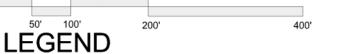
Master Plan: Projects

- Project 1- Beautification and Site Work

 New landscaping at front of campus and new paint entire campus. Correct some of the accessibility issues on site
- Project 2- School Entry Reconfiguration Reconfigure the entry to the school to remove existing buzzer system. Some reconfiguration and modernization of the administration office will be need to accommodate the entry change.
- Project 3- Playground Equipment
 New playground equipment, with shading and new fall
 protection surfaces. Play Equipment Area will be made
 current with accessibility standards. Remove Existing CMU
 Walls
- Project 4- Administration Modernization

 Modernization of existing library and addition of new solar tubes to increase daylight levels.
- Project 5- Outdoor Learning Space
 Regrade and landscape are to resolve drainage issues and create outdoor learning space.
- Project 6- New Classroom Building
 New 4000 SF classroom building to replace existing
 portables. The classroom building will include enhanced site
 work and paving around the new building.
- Project 7- Removal of Portable
 Remove existing portable buildings in middle of campus after new classroom building has been competed. Provide new landscape planting after removal





BASIC LEVEL MODERNIZATION

MEDIUM LEVEL MODERNIZATION

EXTENSIVE LEVEL MODERNIZATION

PORTABLE BUILDING

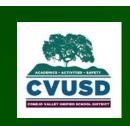
NEW BUILDING CONSTRUCTION

NEW CANOPY/ARCADE

SCHOOL MAIN ENTRANCE







Aspen Elementary School I *Master Plan & Projects*1870 Oberlin Avenue I Thousand Oaks, CA 91360

Conejo Valley Unified School District

Master Planning- Project Groups

Regrade and landscape are to resolve drainage issues and create outdoor

Project 5- Outdoor Learning Space

learning space.

Master Plan: Project Group 1(*Measure I*)

Project Locations:

Project 1-Beautification and Site Work

New landscaping at front of campus and new paint entire campus. Correct some of the accessibility issues on site

\$250,000

Project 2- School Entry Reconfiguration

Reconfigure the entry to the school to remove existing buzzer system. Some reconfiguration and modernization of the administration office will be need to accommodate the entry change.



*Estimates are complete project costs with 40% soft cost added to construction budgets over 1 million and 60% added to projects under 1 million.

Total Cost of Projects I \$2,325,0000.

Project 3- Playground Equipment

New playground equipment, with shading and new fall protection surfaces. Play Equipment Area will be made current with accessibility standards. Remove Existing CMU Walls.

Project 4- Administration Modernization

\$250,000

Modernization of existing library and addition of new solar tubes to increase daylight levels. New floor safe in office.

Project 5- Outdoor Learning Space

\$250,000

Regrade and landscape are to resolve drainage issues and create outdoor learning space.

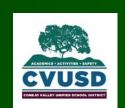


Deferred Maintenance Allowance- 5%

\$125,000

Improve site drainage, wood rot, replace flashings, windows, add gutters to portables to fix dripping. Add light switch for MPR building. New floor safe in admin. Office.

VUSD FACILITIES SCORE CARD					Project Scoring Criteria							
					0-20=Optimum	21-40=Adequate	41-60=Fair	61-80=Poor	81-100=Unsatisfactory			
Project Information Project Cost				Project Cost			Total Score	Notes				
Site Project Name Uniform Planning Time Execution Time Frame Frame			Funcitionality	Adequacy	Criticality	Certification	Special Funding or Criteria	Score	Notes			
	Execution Time Frame	Project Estmated Total Cost	Codes; Growth & System Refresh; Deferred Maintenance	System/ Risk Obsolescence; Forward Thinking; Energy Savings & Sustainability; Proactive Routine/ Maintenance	Life Safety; Facility Criticality; Mission Alignment	Uncertified Project Status	Special Criteria	0-500= High Score indicates the criticality of the project				
				0-100	0-100	0-100	0-100	0-100		Explaination of Project Rating		
	Proje	Project Information	Project Name Uniform Planning Time	Project Information Project Name Uniform Planning Time Execution Time	Project Information Project Cost Project Name Uniform Planning Time Execution Time Project Estimated Total Cost	Project Information Project Cost Project Name Uniform Planning Time Frame Execution Time Frame Project Estmated Total Cost Functionality Codes; Growth & System Refresh; Deferred Maintenance	Project Information Project Name Project Stamated Total Cost Project Estmated Total Cost Project Estma	Project Name Uniform Planning Time Frame Project Estmated Total Cost Project Estmated Total Cost Project Standard	Project Name Uniform Planning Time Frame Project Estmated Total Cost Project Estmated Total Cost Project Status Project Projec	Project Name Uniform Frame Frame Project Estmated Total Cost Project Estmated Total Cost Project Estmated Total Cost Project Estmated Total Cost Project Market Project Name Uniform Planning Time Frame Project Estmated Total Cost Project Estmated Total Cost Project Estmated Total Cost Project Estmated Total Cost Project Hardenance System Refresh; Deferred Marketenance System Revision System Revision Project Status Project Status System Revision Frame Project Estmated Total Cost Project Estmated Total Cost Project Status System Revision Frame Project Estmated Total Cost Project System Revision Project Status Project Status System Revision Alignment Uncertified Project Status Special Criteria Project Status Proje	Project Name Uniform Frame Project Estmated Total Cost Project Estmated Total Cost Project States Project State	





Project 7- Removal of Portable
Remove existing portable buildings in middle of campus after new classroom building has been competed. Provide new landscape planting after removal



Master Plan: Project Group 2

Project Locations:

6 Project 6- New Classroom Building

\$2,600,000

New 4000 SF classroom building to replace existing portables. The classroom building will include enhanced site work and paving around the new building.

Project 7- Removal of Portables

\$170,000

Remove existing portable buildings in middle of campus after new classroom building has been competed. Provide new landscape planting after removal



*Estimates are complete project costs with 40% soft cost added to construction budgets over 1 million and 60% added to projects under 1 million.

Total Cost of Projects I \$2,770,0000

CVUSD FACILITIES SCORE CARD Project Information Project Cost						Project Scoring Criteria						
						0-20=Optimum	21-40=Adequate	41-60=Fair	61-80=Poor	81-100=Unsatisfactory		
					Project Cost			Total Score	Notes			
					Project Estmated Total Cos	Funcitionality	Adequacy	Criticality	Certification	Special Funding or Criteria	Score	Notes
Site	Site Project Name Uniform Planning Tin	Uniform	Planning Time Frame	Execution Time Frame		Codes; Growth & System Refresh; Deferred Maintenance	System/ Risk Obsolescence; Forward Thinking; Energy Savings & Sustainability; Proactive Routine Maintenance	Life Safety; Facility Criticality; Mission Alignment	Uncertified Project Status	Special Criteria	0-500= High Score indicates the criticality of the project	
					0-100	0-100	0-100	0-100	0-100		Explaination of Project Rating	





Façade and Entry Improvements

Existing:

Aspen Elementary's façade and entry improvements are related to the need to created a more defined entrance to the school. The current entry is confusing with a buzzer system to enter the campus.

Improvements include:

- New Paint
- Landscaping
- Accessible Entrance
- Removal and Reconfiguration of Fencing
- Reconfiguration of interior walls to allow entry through administration building.
- New Seating Area



After Improvements:

New Façade and Entry

Master Planning Project Group - 1 & 2

Aspen Elementary School will receive an enhanced façade that will create a well define entry point that is free from the confusing buzzer system and excessive fencing that is obstructing the view of the attractive architecture of the campus. The new entry configuration will create a seating area in front of the administration building as well as incorporate new paint and landscaping.

