



PUBLIC SCHOOLS OF NORTH CAROLINA

STATE BOARD OF EDUCATION :: Howard N. Lee, *Chairman*

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DEPARTMENT OF PUBLIC INSTRUCTION :: Michael E. Ward, *State Superintendent*

MEETING MEMORANDUM

Attendees:

Mr. Mark Bailey, OFSM 919-661-5880
Ms. Laurel Wright, OFSM 919-661-5880
Mr. Henry Webster, OFSM 919-661-5880
Mr. Steven Taynton, School Planning, NCDPI 919-807-3560
Mr. Bob Dulin, Mecklenburg County Code Enforcement FAX: 704-336-3839
Mr. Tommy Proffit, Mecklenburg County Code Enforcement 704-634-8862 FAX: 704-336-3839
Mr. Patrick Granson, Mecklenburg County Code Enforcement 704-432-0081 FAX: 704-336-3839
Mr. Tony Ansaldo, Charlotte Mecklenburg Schools Facilities 704-622-1862
Ms. Vicki Saville, Charlotte Mecklenburg Schools Facilities 980-343-6860
Ms. Ellen Edmonds, Charlotte Mecklenburg Schools Pre-K Program 980-343-6249
Ms. Ila Teague, Div. of Child Development, Mecklenburg Area 828-649-2879
Ms. Holli Poole, Div. of Child Development, Raleigh 919-662-4499
Ms. Mary Isaacs, Isaac s & Associates Architects 704-358-8827

Subject: Code interpretations regarding Pre-K in Public Schools

A meeting was held on January 21 at the Office of the State Fire Marshall to discuss and resolve the following issues:

1. Calculation of occupant load for toilet fixtures:

Per Mr. Henry Webster, number of occupants shall be established by using the licensed capacity of the primary spaces as issued by the Division of Child Development

2. Size and location of fixtures for Pre-K

Per Ms. Laurel Wright, all plumbing fixtures required to be provided for Pre-K primary spaces shall be within 200 feet of the space and be sized in accordance with Chapter 32 of the Accessibility Code (12" high)

Other spaces the pre-k children may visit (such as the gym, cafeteria, etc) shall have their fixtures sized and provided to serve their primary users. Special fixtures to serve Pre-K are not required unless such other spaces are licensed for Pre-K as well.

3. Mecklenburg County Code Enforcement Process

Per Mr. Granson, in lieu of the Division of Child Development "Building Inspection Report" form, proposed Pre-K spaces in Charlotte Mecklenburg Schools shall be submitted on drawings prepared with the building code data sheet and identifying the specific spaces (including room numbers) proposed for the Pre-K program, toilet fixture calculations, plus any building modifications proposed for the spaces. Documentation as submitted to the Division of Child Development for capacity of license shall be provided. If approved, the Mecklenburg Code Enforcement shall issue a building permit. Following inspections and approval, a "Certificate of Occupancy" will be issued.

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4. Area of building to be reviewed, permitted, inspected, C.O issued:
Per Mr. Bailey and Ms. Poole, only those spaces that are licensed by the Division of Child Development for the primary Pre-K program need review for code compliance. This is generally the Pre-K classrooms, associated storage, toilets and necessary egress from these spaces.

We believe this summary to be an accurate description of items discussed and agreed upon by the parties present. Please forward any discrepancies to this office as soon as possible so that clarification may be reissued.

cc: All Attendees
Mr. David Edwards, NCDPI
Ms. Priscilla Maynor, NCDPI

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