



f a b o r i k

**ARCHITECTS**

TILLSONBURG TOWN HALL SPACE NEEDS STUDY PRESENTATION

✘ Inspired design - for everyone.

# Presentation Order

Summary

Survey Results

Existing Condition

Space Needs Analysis

Site Design & Selection

Basis for Interior Design

Accessibility

Next Steps

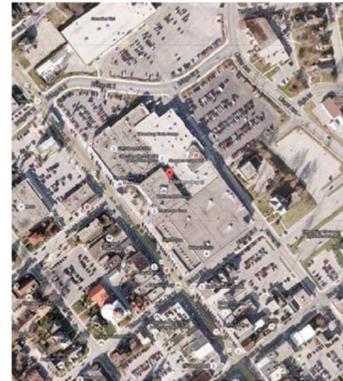
# Summary



# Summary Continued

## Town of Tillsonburg - Space Needs Study

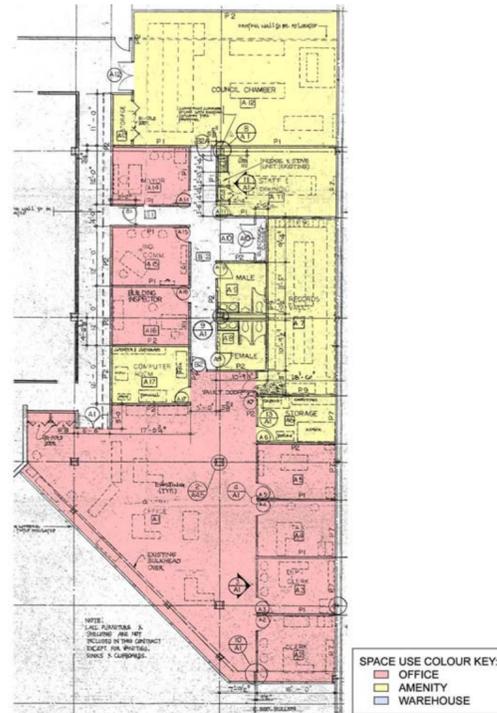
### 2.2 Current Facilities



**200 Broadway Street  
Town Hall**

Office / Amenity Area - 9,000 SF. +/-

- Year Built 1980
- Located on the second floor of Tillsonburg Town Centre
- Functions for Mayor, Council, CEO, Clerk, Finance
- Spaces include Council Chambers, Offices, and amenity spaces
- No. of Offices – 10
- No. of Workstations - 10
- Spaces are not contiguous in operations
- Public access is via an elevator or fire stair
- Lacks sense of arrival, presence and spirit of a Town Hall
- Staff working environment is dated with poor access to natural daylight
- Expansion for more space is unknown at this time
- Chamber is not presentation friendly
- Accessibility and way finding is a problem
- Chamber space suggested to be multi-functional



## Town of Tillsonburg - Space Needs Study

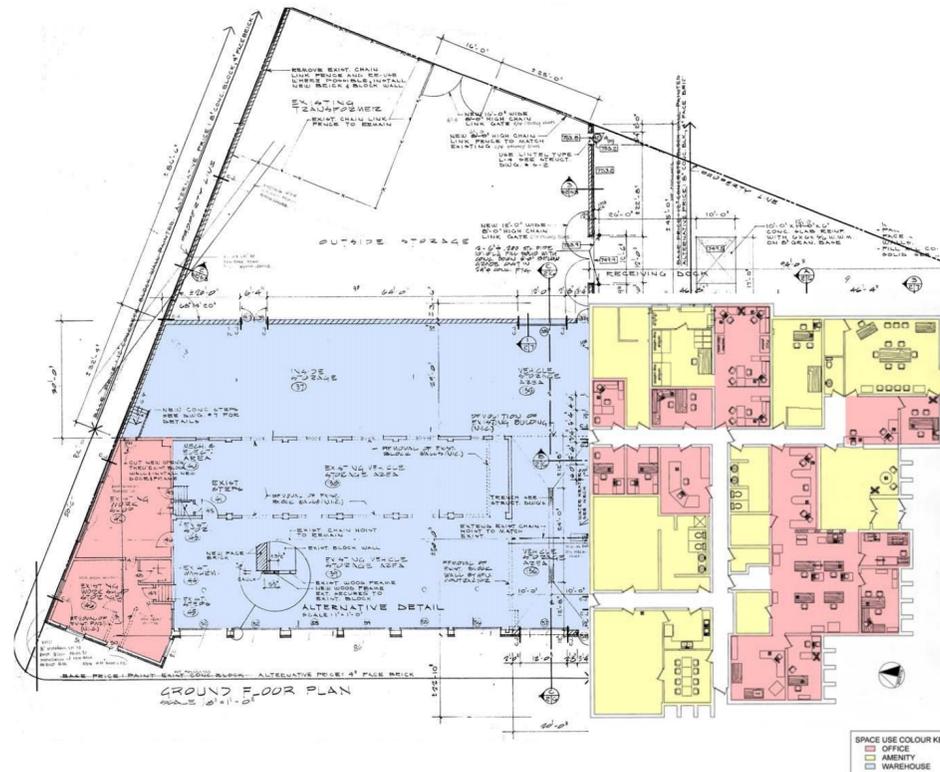


**10 Lisgar Street  
Customer Service Centre**

Office Area – 8,496 SF +/-  
Warehouse – 10,114 SF +/-  
Total – 18,609 SF +/-



- Year Built - Circa 1970
- Functions for Customer Services, Building, Engineering
- Tillsonburg Hydro
- Call Centre for Town Departments
- Spaces include Offices, truck storage and amenity spaces
- No. of Offices – 10
- No. of Workstations - 15
- Spaces are connected via corridors
- Public access at grade
- Staff working environment is dated, however acceptable
- The building envelop requires a great detail of repair
- Expansion to this building would be difficult
- Was constructed for public utilities



## Town of Tillsonburg - Space Needs Study



**20 Spruce Street  
Operation Services**

Office Area – 3,326 SF +/-  
Warehouse – 14,327 SF +/-  
Total – 17,653 SF +/-



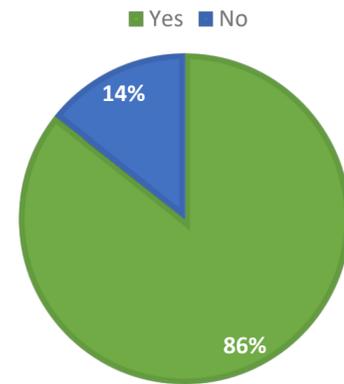
- Year Built – Circa 1970
- Functions for Public Works, Roads, Water
- Spaces include Offices, Fleet Warehouse and amenity spaces
- No. of Offices – 6
- No. of Workstations - 0
- Spaces are connected via corridors
- Public access at grade
- Staff working environment is dated, however acceptable
- Expansion to this building is possible but unlikely for a location for a Town Hall



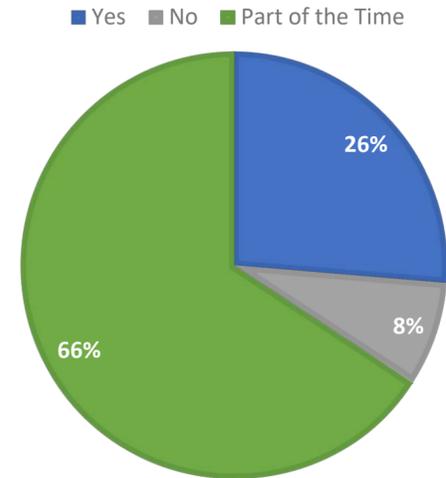
# Survey Results

## Staff Survey - Administration

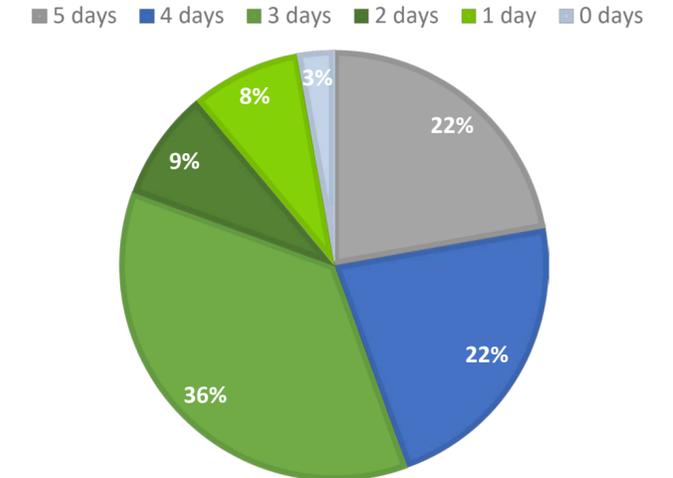
DOES YOUR JOB ALLOW YOU TO WORK FROM A REMOTE WORKPLACE?



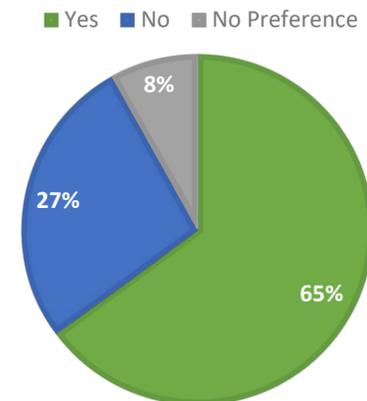
IF YES, WOULD YOU PREFER TO WORK FROM A REMOTE WORKPLACE?



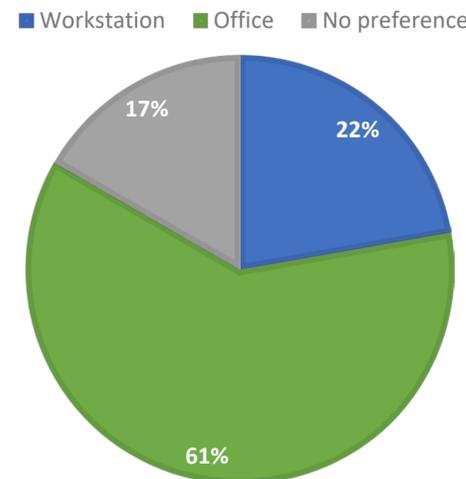
HOW MANY DAYS OF THE WEEK WOULD YOU PREFER TO WORK REMOTELY?



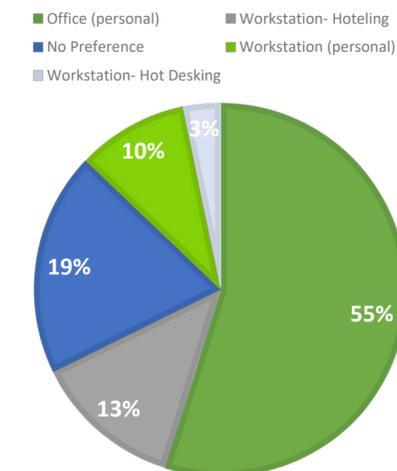
IF YOU WERE ENROLLED IN A REMOTE WORK MODEL, WOULD YOU BE FINE WITH SHARING A WORKSPACE WITH OTHER EMPLOYEE(S) WHEN YOU WERE WORKING IN THE OFFICE?



IF NO, WHAT KIND OF FIXED IN-PERSON DEDICATED WORKSPACE DO YOU REQUIRE?



IF YES, WHAT KIND OF SHARED WORKSPACE WOULD YOU REQUIRE?

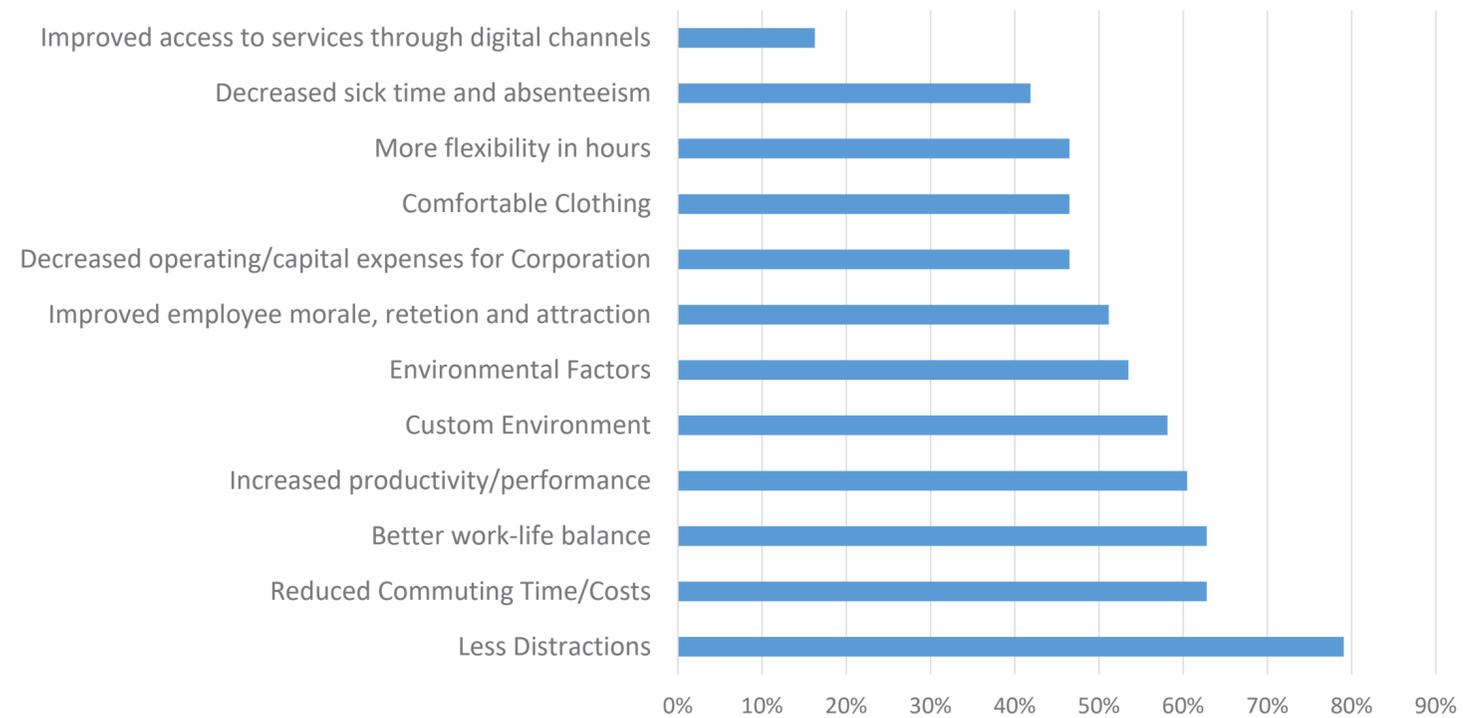


- **“Hoteling”** Desk Space involves pre-booking and checking in to access a space, much like at an actual hotel. Regardless of the occupancy of desk usage, a person still has to check in via a central booking to access their spot.

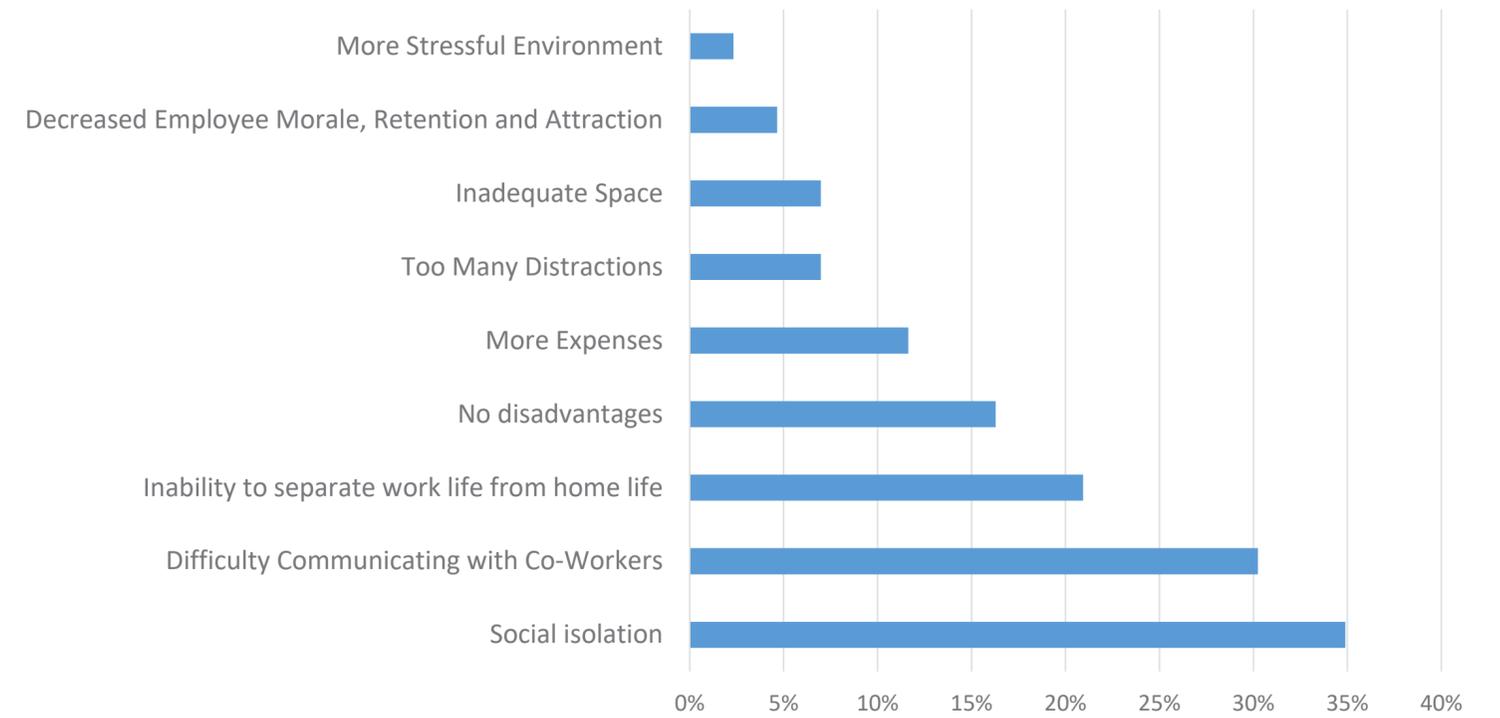
- **“Hot Desking”** is more free-wheeling. It is based on an unassigned desk concept, but the execution is first-come, first-served. If any employee sees an open space, they are welcome to claim it as their own and get to business—no reservation required.

# Survey Results Continued

What kind of advantages do you feel could arise from working remotely?



What kind of disadvantages do you feel could exist from working remotely?







# Site Design & Selection



# Site Selection Continued



## OPTION A: 200 BROADWAY STREET

PROJECT TYPE: Tenant Fit Out    PROJECT AREA: 11,743-26,000 SF    TIMELINE: Flexible, 1-3 Years  
 COSTS: Recurring, Rent, Renovation    NUMBER OF STOREYS: 2

### PROS

- Make use of existing space
- Maintain good relationship with landlord
- Located within community space
- Allows sale of 10 Lisgar property
- Defined project scope
- Lower up front construction costs

### CONS

- Limits to layout and area
- Mall location inhibits creation of clear town hall identity, autonomy
- Potentially, limited project scope



## OPTION B: 10 LISGAR AVENUE

PROJECT TYPE: Renovation    PROJECT AREA: 18,609 SF +/-    TIMELINE: Fixed 1-2 Years  
 COSTS: Renovation    NUMBER OF STOREYS: 1

### PROS

- Make use of existing space
- Existing building is the perfect area
- Centrally located and visible
- No rent or development costs
- Single storey building

### CONS

- Requires rework of newly re-cladded hydro bays
- Limited opportunity for future growth
- Tight timeline, would likely require temporary relocations in the interim
- Limited on site parking



## OPTION C: GREENFIELD SITE, CORNER OF BROCK & HARVEY

PROJECT TYPE: New Build    PROJECT AREA: 1.854 Acres +/-    TIMELINE: Fixed, 1-2 Years  
 COSTS: Development, Construction    NUMBER OF STOREYS: TBD

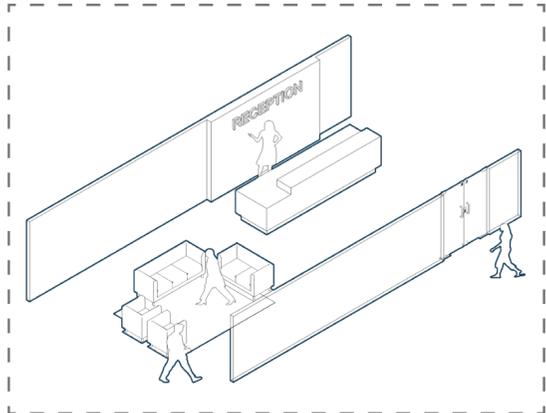
### PROS

- No limits on size, layouts, appearance
- Allows relocation of all departments, sale of 10 Lisgar property
- Centrally located and visible
- Sufficient parking area

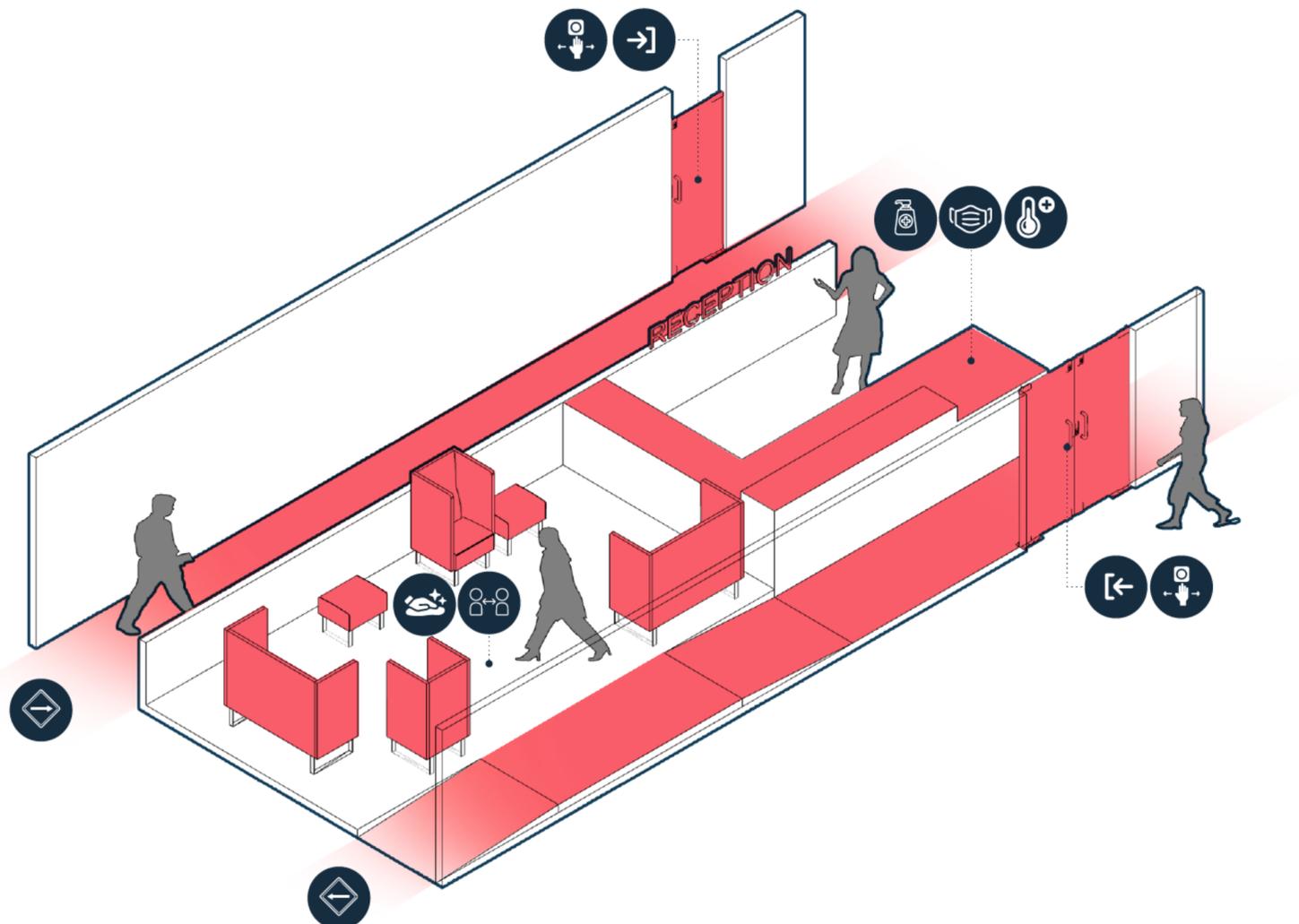
### CONS

- Highest cost option
- Development complications (flood plains, utility lines)
- Aggressive timeline, would require temporary relocations in the interim, multi-year project

# Basis for Interior Design - Reception



TYPICAL LAYOUT

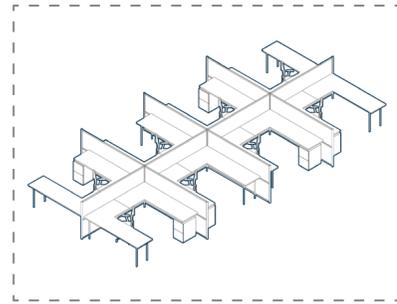


PROPOSED LAYOUT

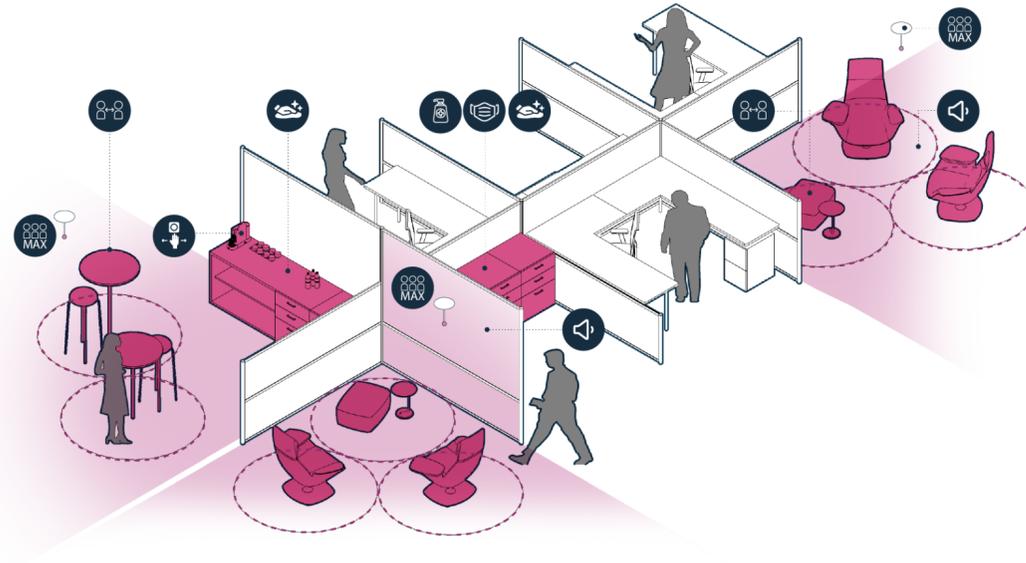
-   
Touchless Operation
-   
Exit / Entrance
-   
Travel Direction (One Way)
-   
Regular Sanitation
-   
Social Distancing
-   
Occupancy Sensor
-   
Acoustic Panels
-   
Integrated AV System
-   
Sanitation Station
-   
Pre-Screening
-   
Face Masks Required
-   
Repurpose as Storage
-   
Anti Microbial Surfaces
-   
Enhanced HVAC System

# Basis for Interior Design - Offices

## Open Office Diagram

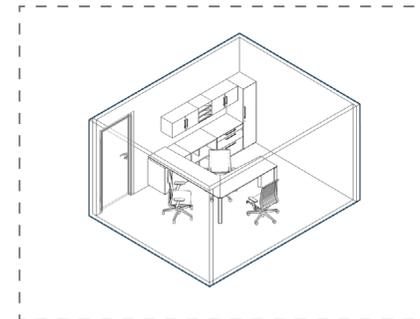


TYPICAL LAYOUT

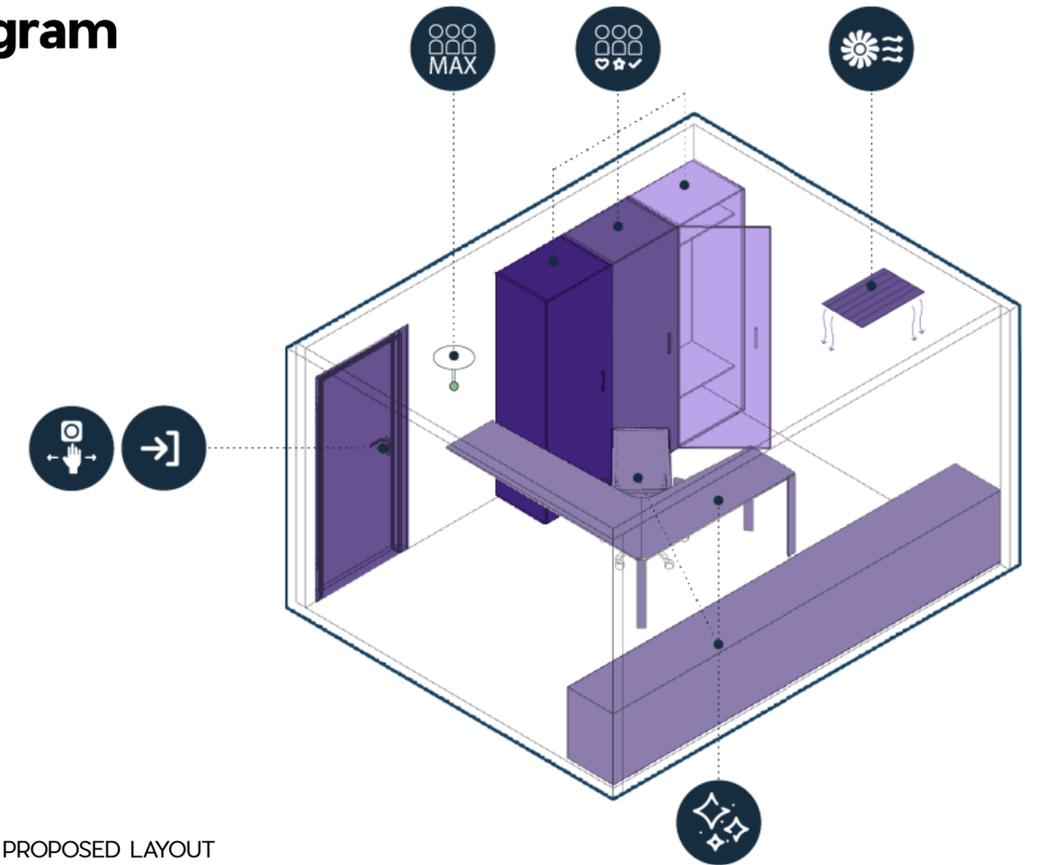


PROPOSED LAYOUT

## Private Office Diagram



TYPICAL LAYOUT



PROPOSED LAYOUT



Touchless Operation



Exit / Entrance



Travel Direction (One Way)



Regular Sanitation



Social Distancing



Occupancy Sensor



Acoustic Panels



Integrated AV System



Sanitation Station



Pre-Screening



Face Masks Required



Repurpose as Storage



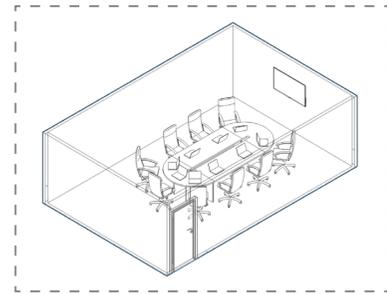
Anti Microbial Surfaces



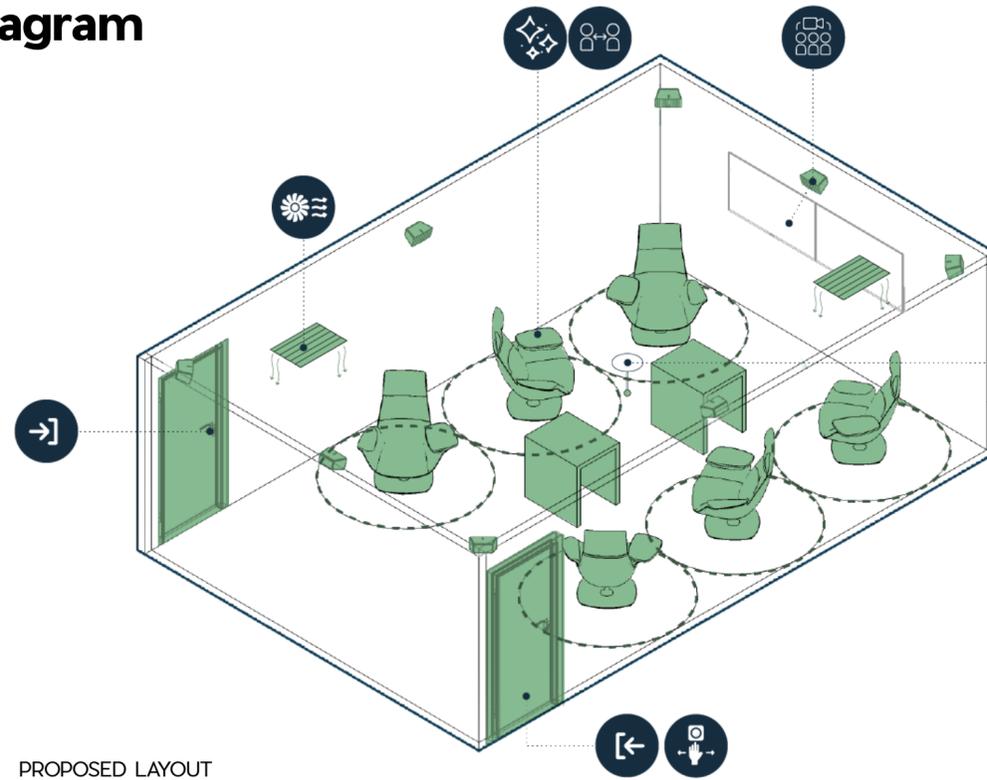
Enhanced HVAC System

# Basis for Interior Design - Meeting Spaces

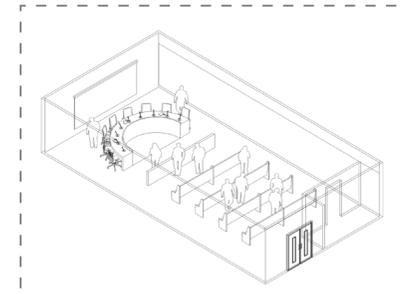
## Meeting Room Diagram



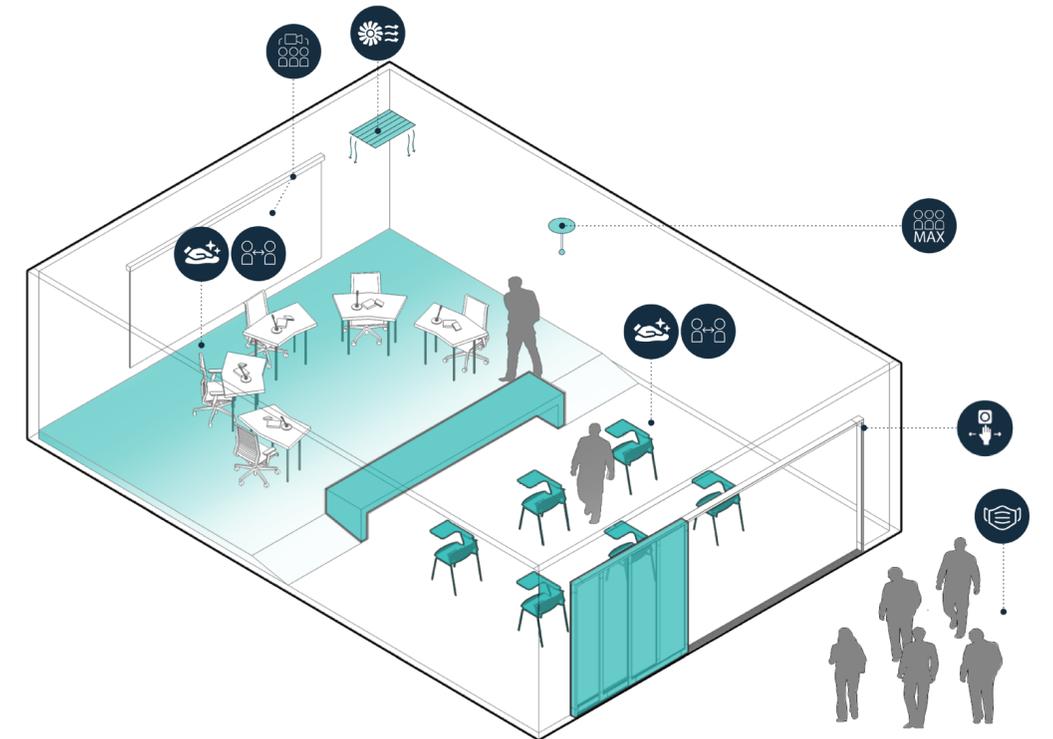
TYPICAL LAYOUT



PROPOSED LAYOUT



TYPICAL LAYOUT



Touchless Operation



Exit / Entrance



Travel Direction (One Way)



Regular Sanitation



Social Distancing



Occupancy Sensor



Acoustic Panels



Integrated AV System



Sanitation Station



Pre-Screening



Face Masks Required



Repurpose as Storage



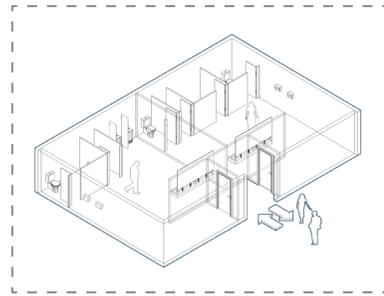
Anti Microbial Surfaces



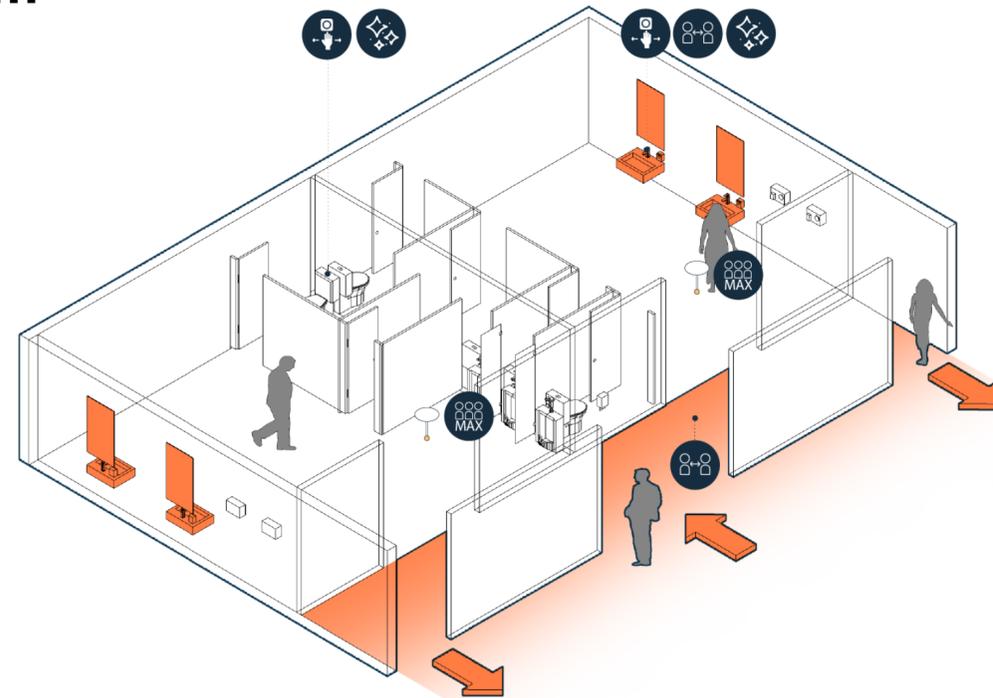
Enhanced HVAC System

# Basis for Interior Design - Common Spaces

## Washroom Diagram

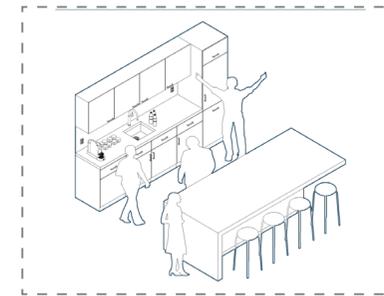


TYPICAL LAYOUT

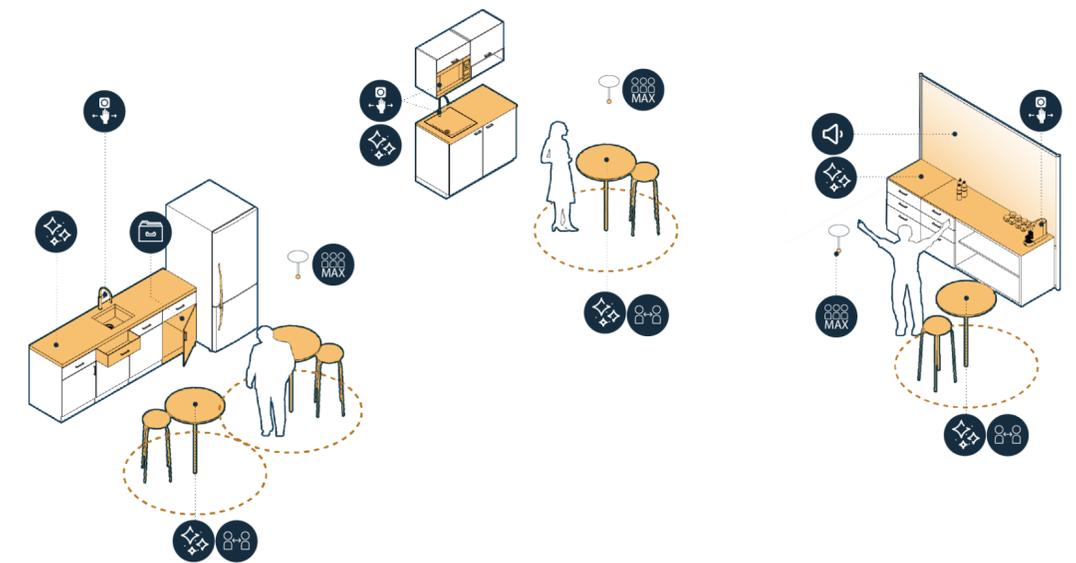


PROPOSED LAYOUT

## Kitchen Diagram



TYPICAL LAYOUT



PROPOSED LAYOUT



Touchless Operation



Exit / Entrance



Travel Direction (One Way)



Regular Sanitation



Social Distancing



Occupancy Sensor



Acoustic Panels



Integrated AV System



Sanitation Station



Pre-Screening



Face Masks Required



Repurpose as Storage

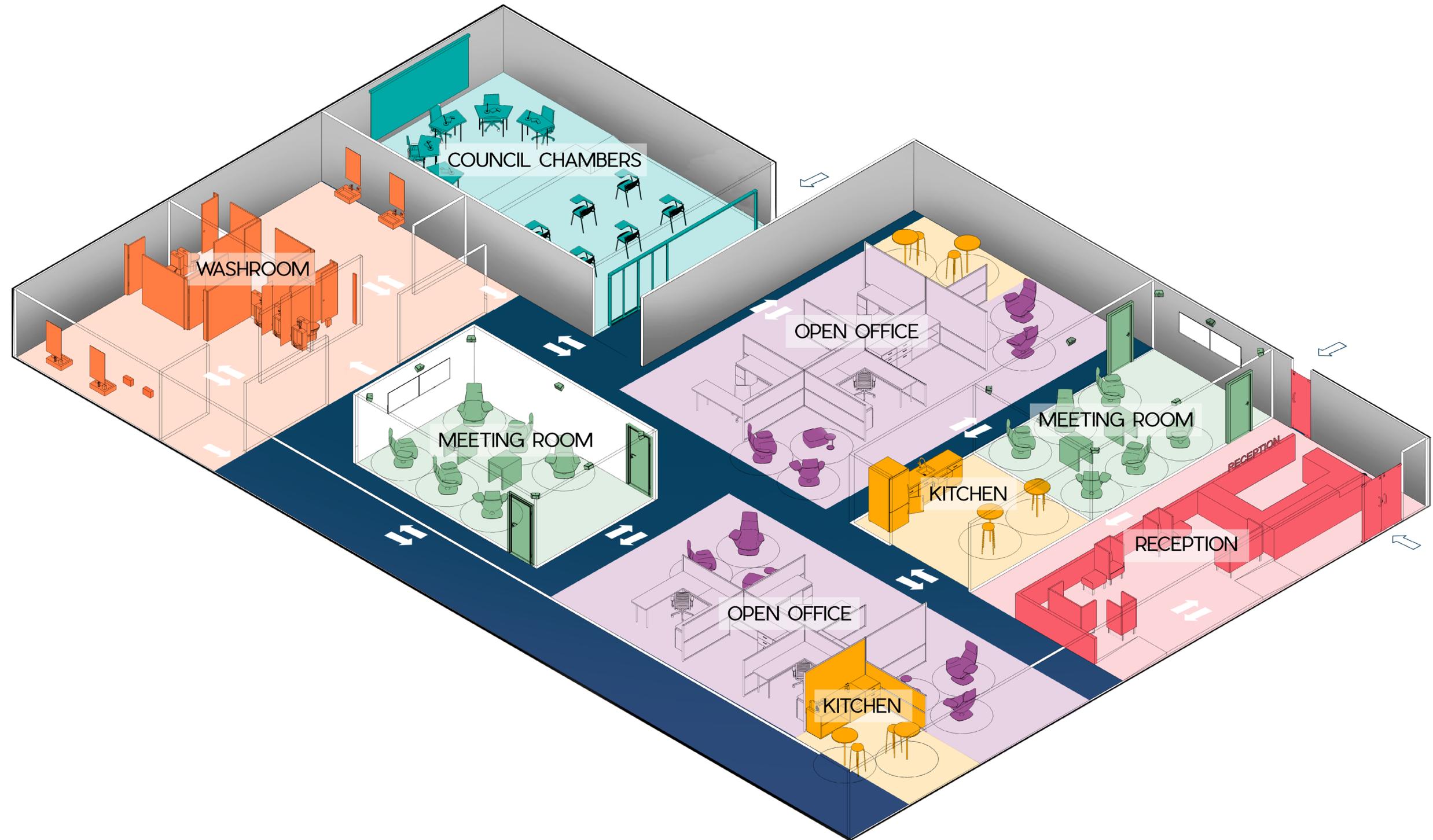


Anti Microbial Surfaces



Enhanced HVAC System

# Basis for Interior Design - Overall Floor Plate



# Accessibility

## 7.0 ACCESSIBILITY IN THE WORKPLACE

On June 13, 2005, the *Accessibility for Ontarians with Disabilities Act, 2005* (AODA) received Royal Assent and is now law. The purpose of the AODA 2005 is to benefit all Ontarians by developing, implementing and enforcing accessibility standards in order to achieve accessibility for Ontarians with disabilities by 2025. A disability is any restriction or incapacity that prevents one from doing something.



A disability can be visible or invisible, for example:

- Mobility - People requiring the use of a mobility device (wheelchair or scooter), an assistive device (cane/crutch or walker) or persons of short stature.
- Sensory - People experiencing deficits in sight, hearing or smell.
- Coordination - People with multiple sclerosis, arthritis or pregnant women.
- Strength and endurance - People with heart conditions or breathing difficulties.
- Cognitive - People who experience memory loss or have an intellectual disability.

### Planning For Accessibility: Key Points

#### 7.1 General

- The goal of renovations should be to provide universal access for all people, including all ages and abilities, an overall functional environment, which will benefit everyone and offer equal opportunity to employment, community services and volunteer experiences.
- Design considerations should include accommodation of the needs of persons with mobility/agility impairments, sensory impairments, co-ordination impairments, strength/endurance impairments and cognitive impairments.

#### 7.2 Accessible Routes

- The minimum turning radius required by most mobility devices is 1500 mm (5'). Appropriate maneuvering space should be available in areas such as landings, at intervals along longer paths and within any room type (washrooms, offices, meeting rooms).

#### 7.3 Accessible Entrances

- Main entrances should provide barrier-free access. However, where it is not possible to alter these entrances, an alternate accessible entrance may be provided in conjunction with the above accessible routes and parking.
- It is recommended that access be provided to main accessible entrances by both ramps and stairs with handrails.
- Ramp slopes should be a maximum of 1:12. Slopes of 1:16 to 1:20 are easier for most people to negotiate. That is: for every 1" of vertical rise, 12" of horizontal ramp is required (e.g. a 5" step would require a 60" ramp to be built).

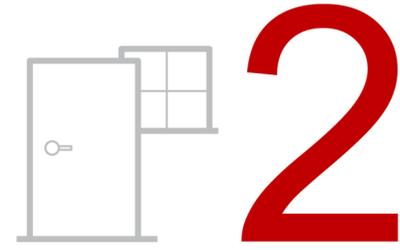


# Next Steps



## SCHEMATIC DESIGN

Translate project requirements and vision into drawings illustrating scale, size and functional spatial relationships, allowing budget and timeline to be confirmed.



## DESIGN DEVELOPMENT

Finalize the design intent, specify building systems, products, and materials.



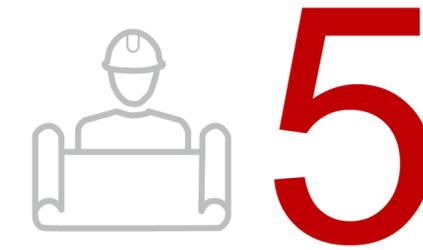
## CONSTRUCTION DOCUMENTS

Prepare technical drawings and specifications needed for bidding, construction, and permit application.



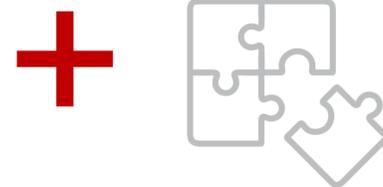
## BIDDING / NEGOTIATION

Support in tendering phase to answer any questions and provide additional drawing information when necessary.



## CONSTRUCTION ADMINISTRATION

Ensure that design intent continues during the construction phase, through site visits, answering questions, and addressing change orders.



## PROGRAMMING / RESEARCH

Pre-project research and design process that provides clarity around the client's capacity to complete an architectural project.



## PERMITS & APPROVAL

Assistance in preparing required documents for permission to construct, renovate, demolish, or change the use of a building.

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