



NORTON TOWN HALL – FEASIBILITY STUDY

MARCH 20, 2019



Norton
MASSACHUSETTS

DBVW
ARCHITECTS



ELM STREET, NORTON MA

NORTON TOWN HALL | FEASIBILITY STUDY

	AREA (SF)	QTY	TOTAL AREA (SF)	70 EAST MAIN ST.
NEW MAIN ENTRANCE				
1 Vestibule	150	1	150	53
2 Lobby	500	1	500	758 *
3 New Main Entrance Subtotal			650	811
STAIRWAYS & ELEVATOR				
4 Stairways (x 2 stairs x 2 floors = 4)	220	4	880	640
5 Elevator (x 2 floors)	100	2	200	
6 Elevator Machine Room	50	1	50	
7 Stairways Subtotal			1,130	640
TOWN CLERK				
8 Window Counter-Reception Waiting Area	150	1	150	
9 Private Office	130	1	130	321
10 Open Area (3 workstations max)	85	3	255	
11 Vault Space ***	150	1	150	100 *
12 File storage	200	1	200	325 **
13 Town Clerk Subtotal			885	746
TOWN MANAGER				
14 Window Counter-Reception Waiting Area	150	1	150	
15 Town Manager's Office (with 6 people meeting area)	275	1	275	574
16 Assistant Town Manager's Office	150	1	150	106
17 Human Resources Office (new)	120	1	120	
18 Open Area (1-2 workstations)	85	2	170	
19 Storage	250	1	250	180 *
20 Town Manager Subtotal			1,115	859
BOARD OF SELECTMEN				
21 Board of Selectmen Meeting Area	1800	1	1,800	679
22 Conference Area (12-15 people - see Building Shared)				
23 Storage Closets (2)*	100	2	200	
24 Kitchenette (unless Break Room is adjacent)	150	1	150	
25 Media Room	200	1	200	
26 Board of Selectmen Subtotal			2,350	679

	AREA (SF)	QTY	TOTAL AREA (SF)	70 EAST MAIN ST.
ASSESSOR				
27 Window Counter-Reception Waiting Map Viewing Area	200	1	200	
28 Director's Office	130	1	130	
29 Open area (3 workstations)	85	3	255	
30 Work / Counter / Surface Area	100	1	100	928 *
31 Vault Space	200	1	200	
32 Assessor Subtotal			885	928
TREASURER - TAX COLLECTOR				
33 Reception Kiosk-Window Counter Waiting Area	150	1	150	428
34 Treasurer's Office	130	1	130	
35 Open Area (4 workstations)	85	4	340	
36 Counter / Workspace	80	1	80	
37 Vault Space ***	150	1	150	100 *
38 Storage	300	1	300	350 **
39 Treasurer-Tax Collector Subtotal			1,150	878
ACCOUNTANT				
40 Accountant office / area	130	1	130	
41 Open Area (2 workstations)	85	2	170	668
42 Copy/print/storage area	100	1	100	
43 File Storage	300	1	300	75 *
44 Accountant Subtotal			700	743

	AREA (SF)	QTY	TOTAL AREA (SF)	70 EAST MAIN ST.
PLANNING AND ECONOMIC DEVELOPMENT				
45 Reception Kiosk-Window Counter Waiting Area	150	1	150	
46 Director's Office	130	1	130	520
47 Plan Review Area (maybe within office above)	120	1	120	
48 Open Area (1-2 workstations)	85	2	170	
49 Small conference Room **	185	1	185	
50 Copy/print/storage area (large format plotter/scanner) **	150	1	150	
51 Storage	200	1	200	150 *
52 Planning Subtotal			1,105	670
ZONING BOARD OF APPEALS				
53 Meeting Area for monthly meetings (see Building Shared Spaces)				
54 Zoning Board of Appeals Subtotal				
BUILDING COMMISSIONER				
55 Reception Kiosk-Counter Waiting Area	150	1	150	
56 Building Commissioner's Office	130	1	130	
57 Plan Review Area (maybe inside office above?)	120	1	120	
58 Open Area (5 workstations)	85	4	340	561
59 Small conference room **				
60 Copy/print/storage area (large format plotter/scanner) **				
61 Storage area	130	1	130	150 *
62 Building Commissioner Subtotal			870	711

SPACE PROGRAM

	AREA (SF)	QTY	TOTAL AREA (SF)	70 EAST MAIN ST.
BOARD OF HEALTH				
63 Window Counter-Reception Waiting Area	150	1	150	
64 Health Agent's Office	130	1	130	
65 Nurse Office / Private Area (includes sink/cabinet area) **	300	1	300	
66 Open Area (2 workstations)	85	2	170	458
67 Storage (includes emergency supplies, refrigerator)	150	1	150	153 *
68 Board of Health Subtotal			900	611
VETERANS' SERVICES				
69 Office with Meeting Area	150	1	150	
70 Open area (2 workstations)	85	2	170	320
71 Storage	50	1	50	30 *
72 Veterans' Services Subtotal			370	350
PARKS AND RECREATION				
73 Window Counter-Reception Waiting Area	100	1	100	
74 Coordinator Area / Office	130	1	130	
75 Open area (1 workstation)	85	1	85	236
76 Storage (seasonal access)	100	1	100	100 *
77 Parks and Recreation Subtotal			415	336
CONSERVATION				
78 Window Counter-Reception Waiting Area	100	1	100	
79 Office / Private workstation	130	1	130	
80 Permit/Map Viewing Area	100	1	100	
81 Open area (1 workstation)	85	1	85	330
82 Storage	130	1	130	120 *
83 Conservation Subtotal			545	450

	AREA (SF)	QTY	TOTAL AREA (SF)	70 EAST MAIN ST.
INFORMATION TECHNOLOGY (NEW)				
84 Open Office / Storage	200	1	200	
85 Server Room	150	1	150	
86 IT Subtotal			350	0
BUILDING SHARED SPACES				
87 Small Conference Room (6 people)	185	3	555	
88 Medium Conference Room (10-14 people)	315	2	630	300 *
89 Large Conference Room (30 people)	650	1	650	
90 Men's Room (First Floor / Public) - 2 WC	170	1	170	133
91 Men's Room (First Floor / Staff) - 1 WC	50	1	50	
92 Men's Room (Second Floor / Staff) - 1 WC	50	1	50	
93 Women's Room (First Floor / Public) - 3 WC	200	1	200	151
94 Women's Room (First Floor / Staff) - 1 WC	50	1	50	
95 Women's Room (Second Floor / Staff) - 2 WC	50	2	100	
96 Mother's Room (Lavatory only)	50	1	50	
97 Family Room (First Floor / Public) - 1 WC	50	1	50	
98 Custodial Closet (First Floor)	40	1	40	
99 Custodial Closet (Second Floor, additional storage)	80	1	80	
100 Staff Break Room (10 people)	350	1	350	310
101 Vault for Public Records Retention Storage (**)	600	1	600	
102 Mail / Copy Room (First Floor)	200	1	200	
103 Copy / Storage Room (Second Floor)	200	1	200	
104 Building Shared Spaces Subtotal			4,025	894
UTILITY & FACILITIES				
105 General Storage *	300	1	300	
106 Mechanical / Electrical	500	1	500	
107 Main Distribution Frame (MDF) Room	100	1	100	
108 Data Closet (auxiliary floor)	50	1	50	
109 Emergency Electric				
110 Water & Fire Service				
111 Utility & Facilities Subtotal			950	0

NEW TOWN HALL – 24,281 SF

SPACE PROGRAM

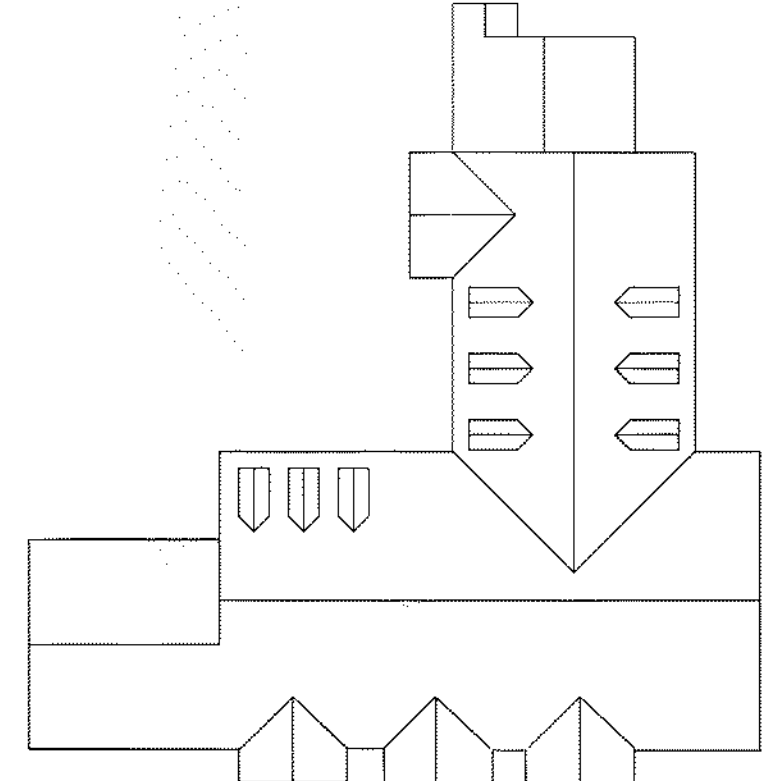
NORTON TOWN HALL | FEASIBILITY STUDY



FIRST FLOOR PLAN



SECOND FLOOR PLAN



ROOF PLAN

CONCEPTUAL PLAN DIAGRAMS



CONCEPTUAL SITE PLAN

NORTON TOWN HALL | FEASIBILITY STUDY



CONCEPTUAL RENDERING - VIEW FROM ELM STREET

NORTON TOWN HALL | FEASIBILITY STUDY



CONCEPTUAL RENDERING - CLOSE UP AT ENTRY

NORTON TOWN HALL | FEASIBILITY STUDY



CONCEPTUAL RENDERING - VIEW FROM ELM AND CROSS STREET CORNER



CONCEPTUAL RENDERING - AERIAL VIEW

NORTON TOWN HALL | FEASIBILITY STUDY

	TOWN HALL	COMMUNITY CENTER
EXISTING BUILDING		
Year Built	1910	circa 1890
Year Remodeled	1977	1950 / 1987
Square Footage	14,800 SF <i>*including basement storage</i>	1,838 SF
SITES INVESTIGATED		
	70 East Main Street <i>(behind existing Town Hall)</i>	140 West Main Street
		22 Summer Street
	SITES SUPPORTING BOTH THE TOWN HALL AND COMMUNITY CENTER	
	47 Elm Street (Reed & Barton)	
	0 Rear East Main Street (opposite Leonard Ave)	
PROPOSED NEW FACILITIES		
Selected Site	47 Elm Street (Reed & Barton Mill)	
Square Footage	24,280 SF	11,150 SF
Estimated Project Cost	\$25,716,000	

PROJECT SCHEDULE (APPROX.)	
Town Meeting Approval	May 2019
Town Vote	To be Determined
Design / Permitting	January - September 2020
Procurement / Award	October - December 2020
Construction / Commissioning	January - December 2021

Total Project Budget: \$25,716,000

PROJECT INFORMATION

NORTON TOWN HALL | FEASIBILITY STUDY

