
**Wellesley Senior Center
Program**

12/31/08

Re: 0821-6-2-rev-senior ctr prog

Room	(Sq. Ft)	Capacity	Comments
Activity Rooms			
Main Hall	1,810	330p	Space for large group activities like aerobics and dance class, cushioned floor required, must incorporate flexibility of group size with room divider to hold functions at table and in the open – example: dinner parties & dances vs. seating for lectures or movies. Includes chair and table storage.
Caterer's Kitchen	620	3p	Warming kitchen for foods prepared elsewhere.
Café/Drop-in	367	14p	To facilitate impromptu social interaction over coffee and tea, to serve as a waiting area as well.
Activity Room #1	491	26p	Flexible space with collapsible tables to also allow open floor area for gaming and exercise activities. To support lecture, visual studies and electronic media. Separated from Activity Rm. #2 by movable wall.
Activity Room #2	378	23p	Flexible space with collapsible tables to also allow open floor area for gaming and exercise activities. To support artistic activities such as painting (sink needed), fiber arts, visual arts and possibly ceramics. Could also accommodate repotting and other indoor gardening projects.
Lounge	285	6p	Reading, waiting for activities.
Game Room	246	12p	Accommodate card game, mah-jong, scrabble or pool.
Sitting Areas (1 st fl)	547	10p	Perching areas to wait for activities, meet friends etc.
Sitting Areas (2 nd fl)	210	10p	Perching areas to wait for activities, meet friends etc.
Storage	64	0	Coats.

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**Office
Area**

Director	152	4p	1 Staff, 3 Guests.
Admin	144	1p	Administrative Asst. open work station.
Copy / File Rm.	69	0p	Office storage, copier.
Customer Service Area/ Circulation	337	2p	Reception station to support receptionist and one support staff.
Activities Coordinator	106	1p	Near offices-Adjacent to director. 1 Staff, 1 Guest.
Outreach	116	1p	Outreach, 1 Staff, 2 Guests.
1 Shared Office	212	1p	SHINE, AARP, Transport 2 P.T. staff, staggered hours.
Veteran's Office	152	2p	Replace Town Hall office. 1 Staff, 1 Guest + storage of records and resource materials.
Meeting Room	243	12p	Seat 12 people in a business environment, allow for additional seating at perimeter, table to be comprised of components and reconfigurable to multiple tables.

Core

Restrooms	552	0	Min. Code Requirements. Finishes to be easily cleaned and to present an updated appearance, sustainable measures to be taken, i.e.: auto facets & towel dispensers.
Mechanical Space	540	0	HVAC equipment, water service, electrical closet.
Circulation	4,532	0	Corridors, vestibules and stairs.
Elevator	267	0	Elevator and Machine Room.
Total	12,440		
Basement Alternate	2,941		Future expansion/ storage space & stair.