

Workshop I – Agenda

Introductions	10 -15 min
<ul style="list-style-type: none">• They'll interview each other (name tags) and present their partners to the group• I'll briefly introduce myself and the BAC	
The Project – power point slide show/ hook	10 min
<ul style="list-style-type: none">• The site – maps and photos• Precedent projects (exciting! with a focus on community process)	
Exercises, Round 1 – Finding Activities	20 min
<ul style="list-style-type: none">• Brainstorm in small groups 10 min• Write up on board (We're going to take a break after this) 10 min	
Break	10 min
Exercises, Round 2 – Relating, Prioritizing	30 min
<ul style="list-style-type: none">• Near-by Activities, on note cards - demonstration 3 min• Near-by Activities, on note cards – as individuals 7 min• Write additional activities on board 10 min• Prioritizing activities – indiv. choose top 5 and bottom 2 10 min	
Summary / Discussion / Feedback	10 min
End	
Total Time (including breaks)	1 hr 40 min

Workshop I – Handouts

PRIORITIZE

- What are the five most important activities for the New Senior Activity Center? (from the list we've generated)

1. _____

2. _____

3. _____

4. _____

5. _____

- What are the three least important activities for the New Senior Activity Center? (from the list we've generated)

1. _____

2. _____

3. _____

Workshop II – Agenda

Introductions	10 -15 min
<ul style="list-style-type: none">• Have them tell the group something fun about themselves	
Summary of Workshop 1	10 min
<ul style="list-style-type: none">• Activities• Priorities• Discussion	
Exercises, Round 1 – Community Portrait	20 min
<ul style="list-style-type: none">• Demonstrate Frame	5 min
<ul style="list-style-type: none">• Pass out Frames	5 min
<ul style="list-style-type: none">• Have them place their images on the peg board	10 min
Break	10 min
Exercises, Round 2 – Activities on site (in groups)	30 min
<ul style="list-style-type: none">• Independent clusters – Demonstrate	5 min
<ul style="list-style-type: none">• Independent clusters – photograph as they go	10 min
<ul style="list-style-type: none">• Clusters on Site – Demonstrate	5 min
<ul style="list-style-type: none">• Clusters on Site – photograph as they go	10 min
<ul style="list-style-type: none">• With Spreadsheets?	
Introduction to Design Approach	10 min
<ul style="list-style-type: none">• Show non-architecture images – beautiful or not?• Inspiring or not• Cozy or not• Comfortable or not	
Assignment, Discussion	10 min
End	
Total Time (including breaks)	1 hr 50 min

Workshop II– Handouts

Thanks Again!

Homework for next workshop (September 30):

Please bring an example of something you think is *beautiful*. Also, if you are willing, bring a brief written explanation (one paragraph) of why you think it is beautiful.

This is a wide open assignment – it can be a place, a work of art, a person, a poem, a film, a piece of music, or whatever comes to mind.

It will help to begin our discussion of the aesthetic approach to the new Westford Senior Activity Center.

I look forward to seeing you at the next workshop!

Warm Regards,

GabeBergeron

Workshop III– Agenda

Introductions	10 min
<ul style="list-style-type: none">• Have them show their homework (image of something they think is beautiful)	
Presentation, Design Concepts	15 min
<ul style="list-style-type: none">• What is a design concept? presentation	10 min
<ul style="list-style-type: none">• Identify common thread from their homework – Demonstrate how it can become a concept (i.e. – nature)	5 min
Exercises, Round 1 – Design Concepts	10 min
<ul style="list-style-type: none">• Individually: Structured response to their images (this image is beautiful because... handout)	10 min
Presentation, Summary of Workshop 2	10 min
<ul style="list-style-type: none">• Program Diagrams - Models• Recommendations	
Break	10 min
Exercises, Round 3 – Activities on site (in groups)	55 min
<ul style="list-style-type: none">• Demonstration: Place basic building / site activities on site	5 min
<ul style="list-style-type: none">• In groups: Place basic building / site activities on site	5 min
<ul style="list-style-type: none">• In groups: Modify/ adjust building on site	10 min
<ul style="list-style-type: none">• Presentation of group schemes	15 min
<ul style="list-style-type: none">• Have them write pros and cons of each scheme (handout)	15 min
<ul style="list-style-type: none">• Have them rate the schemes (handout)	5 min
Assignment, Discussion	10 min
End	
Total Time (including breaks)	2 hr 00 min

Workshop III - Handouts

Beauty Images: Why is this beautiful?:

Your Name: _____

Your Image / The Thing It
Depicts: _____

1. I chose this image because

2. I think this image is beautiful because of (pick one)
 - a. the way it looks – the appearance
 - b. what it is about – the content
 - c. both its appearance and its content
3. When I look at this image / thing I feel

4. This image / thing reminds me of

5. Name 2 to 3 qualities or characteristics of this image / thing that could inspire a design.

6. What design concepts could be developed from these qualities / characteristics?

EVALUATE

- What are the pro's and con's of the schemes we've created?

Scheme A:

Pros _____

Cons _____

Scheme B:

Pros _____

Cons _____

Scheme C:

Pros _____

Cons _____

Scheme D:

Pros _____

Cons _____

PRIORITIZE

- Number the schemes we've developed in order of preference, 1 being your favorite and 5 being your least favorite. Write briefly the reason for your choices:

	RANK	REASON
Scheme A.	_____	_____ _____
Scheme B.	_____	_____ _____
Scheme C.	_____	_____ _____
Scheme D.	_____	_____ _____
Scheme E.	_____	_____ _____

Thanks Again!

Homework for next workshop (October 28):

Please bring an example of one of the following:

- b) An Example of Interesting or Innovative building technology** - Any building technology articles / imagery that you find interesting (i.e. – heating, lighting, sustainable technology)
- c) A Building Material that you like** - Bring an image or a piece of material that could work well for the new Center

I look forward to seeing you at the next workshop!

Warm Regards,

GabeBergeron

For Your Information – The plan for remaining workshops through December are as follows:

Workshop 4 – October 28, 2004

- Present schemes / results of previous workshops
- Introduce technology and materials

Workshop 5 – December 2, 2004

- Present modified scheme / results of previous workshop
- Introduce space and place

Workshop IV– Agenda

Introductions	10 min
Presentation, Last Workshop	10 min
• Site Schemes and Concepts	10 min
Exercises, Round 1 – Concept Feedback	55 min
• Presentation – 3 concepts	10 min
• Involved / led discussion to flesh out concepts	30 min
• Presentation of models	5 min
• Feedback (handout)	10 min
Break	10 min
Exercises, Round 3 – Building Examples	20 min
• Presentation: Comparing images (handouts)	5 min
• Individually: Comparing images	15 min
Presentation, Technologies	15 min
• Have them show their homework (technology examples)	10 min
• Types of technology to consider (costs and benefits)	5 min
Assignment, Discussion	5 min
Bring in Spaces and Places (handout)	
End	
Total Time (including breaks)	1 hr 55 min

Workshop IV - Handouts

SITE DESIGN CRITERIA

Areas that should be sunny:

- Arts and crafts, social, dining, senior daycare, greenhouse, classrooms, entry hall, swimming pool, game rooms, picnic area

Areas to be sheltered from North East winds:

- Courtyards, entrance, senior daycare

Adjacencies:

- Classrooms and Game rooms near wetlands
- Picnic area near building
- Dining area near picnic area
- Track away from parking
- Building away from residences

Circulation Considerations:

- Access to daycare, drop off and parking
- Easily accessed road entry / exit sequence
- High level of accessibility – handicap facilities, single floor level preferred

Building Considerations

- Administration space is important
- Circulation in building should be thoroughly considered
- Administration could go up stairs
- Dining room could overlook pool
- Inclusion of courtyards is preferred

DESIGN CONCEPTS – WORKSHOP III

Nature Related:

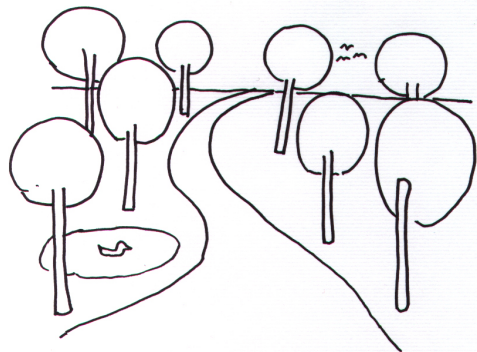
- Walk in the woods – quiet, peaceful, sequence of events
- A Butterfly - bring the outdoors into the building
- A Waterfall - the longevity of water – strength
- Reflection – plants on water
- Watching a bird feeder – outside from inside
- Open Landscape – space for anything
- A Garden – A peaceful place to sit and enjoy

Community Related:

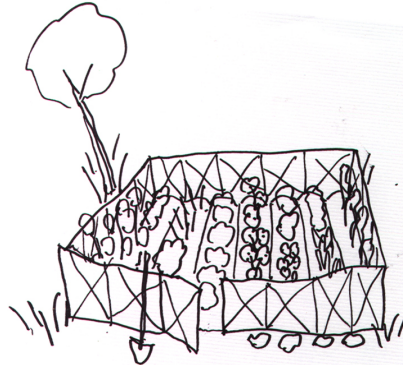
- Dancers – Communication, freedom of speech, pleasure
- Preserving memories - Building as display of people
- What Westford was and is

Misc:

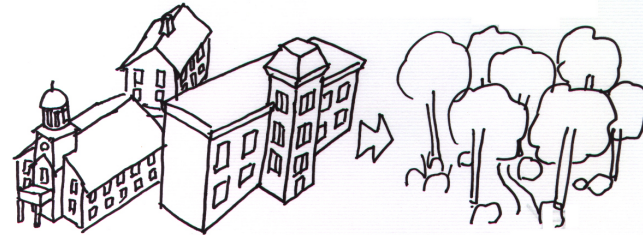
- A Piano – music, memory, grace, elegance
- City Lights - juxtaposition of excitement and tranquility



A walk in the forest



The Garden



Westford and Nature

Rank these
concepts
1-3 in order
of preference

What do
you like
about these
concepts?

What do
you dislike
about these
concepts?

Additional
comments

Scheme A

Scheme B

Scheme C

Rank these
Schemes
1-3 in order
of preference

What do
you like
about these
schemes?

What do
you dislike
about these
schemes?

How would
you change
these
schemes?

Additional
comments



Do you like the (very much) 1 2 3 4 5 (not at all)
look of this building?

(very much) 1 2 3 4 5 (not at all)

(very much) 1 2 3 4 5 (not at all)

What do
you like
about this
building?

What do
you dislike
about this
building?

What do
you think
of the shape
of this building?

What do
you think
of the materials
of this building?

Thanks Again!

Homework for next workshop (December 02):

Please bring an example of a building or place in Westford that you enjoy

a) An image and any information about the building or place would be great

It continues to be a great pleasure to work with everyone. All of your feedback is going to help this building be fantastic. I look forward to seeing you at the next workshop!

Warm Regards,

GabeBergeron

Workshop 5 – December 2, 2004 (We're really moving along now!)

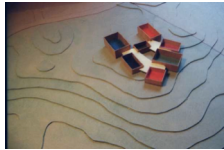
- Presentation of modified design schemes / results of Workshop IV
- More development of technologies and materials
- Look into space and place

Workshop V– Agenda

Introductions	5 min
Presentation, Last Workshop	10 min
<ul style="list-style-type: none">• Concepts (handout)	10 min
Presentation, Design Schemes	25 min
<ul style="list-style-type: none">• Show schemes• Feedback on schemes (handout)	10 min 15 min
Break	10 min
Exercises, Round 1 – Buildings in Westford	35 min
<ul style="list-style-type: none">• Have people show their images• Involved / led discussion about buildings• Video of Westford	10 min 20 min 5 min
Exercises, Round 2 – Interior Qualities	20 min
<ul style="list-style-type: none">• Demonstration: match images to rooms• In Groups: match images to rooms (handout)	5 min 15 min
Assignment, Discussion (handout)	5 min
End	
Total Time (including breaks)	1 hr 50 min

Workshop V - Handouts

Comments on Concept Models



Scheme A – A walk in the forest

- With the big windows, you could be right in the woods
- The building could reflect key elements of the arch bridge or other buildings in Westford
- Accessible walk
- Make use of diverse views into forest
- Openness is appreciated
- Several comments like the corridors
- Combine with Scheme C



Scheme B – The garden

- Difficult to understand
- Let the garden stay on the ground
- The neighbors might appreciate it
- Difficult for expansion
- Too much like Frank Lloyd Wright



Scheme B – The garden

- Difficult to understand
- Let the garden stay on the ground
- The neighbors might appreciate it
- Difficult for expansion
- Too much like Frank Lloyd Wright

EVALUATE

- What are the pros and cons of the modeled schemes?

Scheme A:

Pros _____

Cons _____

Scheme B:

Pros _____

Cons _____

Thanks Again!

For our next workshop (January 27):

- **Please continue to bring in any examples of buildings you like.**
- **Bring in any materials we could use in the new building (e.g.- granite, wood siding, etc.)**
- **Show us any technologies you find that could work well for the new building (e.g.- sun shades, green roofs, etc.)**

We've reached the end of the schematic design phase of the project! This means that we've managed to gather all of the information we need to develop some exciting ideas. Now we will move forward to a single building scheme that will become more and more refined in the next workshops.

To Recap, Here are the ingredients we've gathered:

- Desired Activities
- Room Choices and Arrangements
- Site Organization
- Design Concepts
- Schematic Feedback
- Quality of Interiors

I look forward to seeing everyone in January to review the development of our design!

Warm Regards,

Gabe Bergeron

Workshop VI – Agenda

Introductions	5 min
Presentation, Plan	15 min
• Plan description / changes	5 min
• Discussion	10 min
Exercise, Round 1 – A day at the center	15 min
• In pairs - talk about what you would do on a visit	15 min
• Individually - write about your day at the center (handout)	15 min
Break	10 min
Presentation, Facades	45 min
• Facade description	5 min
• Fill out form	5 min
• Discussion	10 min
Assignment, Discussion (handout)	5 min
End	
Total Time (including breaks)	1 hr 35min

Workshop VI - Handouts

1/27/2005

EVALUATE - Schematic Design

- What are the pros and cons of the scheme?

Pros _____

Cons _____

- As the design develops, what would you change and what would you keep about the arrangement of the rooms?

- What would you change and what would you keep about the materials used in the scheme (cedar clap board siding, timber structure, granite benches)?

- What would you change and what would you keep about the building's position on the site?

A day at the Center

Imagine going to the New Senior Activity and Learning Center for a day. Imagine the ideal experience – what would make the day go very well?

1. When you arrive at the center, what would be the first thing you notice?

2. How would you begin your ideal day at the center?

3. What would be the first activity you do at the center? Where would you do this activity?

4. What are some of the characteristics of the space where you would do this activity? (Colors? Materials? Shapes? Views?)

5. What are some other characteristics the center would have? Describe the mood of the place (quiet? bright? lots of people?)

6. How could the center help create an ideal day for you?

Thanks Again!

For our next workshop (Date to be announced):

- **Please take a moment to fill out the attached questionnaire about the process we've been engaged in. This will help to improve the process as we move forward.**

We're moving forward with the project design – with everyone's feedback, the building is becoming more and more appropriate and exciting. We'll be getting more and more into the detail of how the building works – please continue to bring any ideas or thoughts about the building to the meetings, and feel free to call or e-mail me at any time. I look forward to continuing the process with you all!

To Recap, Here are the ingredients we've gathered:

- Desired Activities
- Room Choices and Arrangements
- Site Organization
- Design Concepts
- Schematic Feedback
- Quality of Interiors

Warm Regards,

GabeBergeron

Process Questions

Here are a few questions about your experience over the past several months during this participatory design process.

4. Describe your overall experience of this process—how have you felt? Motivated? Frustrated? Educated? Inspired? Name some highlights and / or difficulties.

5. What were your goals or expectations when you began this process?

6. How have these goals or expectations been met or not met?

7. Did you develop any new goals or expectations over the past months? If so, what are they?

8. Name one thing that surprised you about this process.

1. Name one thing that you've learned during this process.

2. Do you feel that community input to a design can make that design better? If so, how?

3. Please share any other thoughts or feedback you might have about the overall process.

Workshop VI – Agenda

Introductions	5 min
Presentation, Plan	15 min
• Plan description / changes	5 min
• Discussion	10 min
Break	10 min
Presentation, Facades	45 min
• Facade description	5 min
• Fill out form	5 min
• Discussion	10 min
Assignment, Discussion (handout)	5 min
End	
Total Time (including breaks)	1 hr 35min

Workshop VII - Handouts

EVALUATE – Facades / Windows

Scheme 1 – Farm House

- How well does this scheme connect with Westford / New England Architecture? What could be done to improve this connection?

- How well does this scheme connect with Nature and the surrounding forest? What could be done to improve this connection?

- What would you change and what would you keep about the materials used in the scheme (cedar clap board siding, shingled roof, granite walls)?

- What would you change and what would you keep about the placement of windows / openings?

