



City of Los Altos

Community Center Master Plan

City Council Study Session

July 22, 2008





Agenda

- Agenda and Context/Purpose/Intended Results
- Master Plan Process Overview / Next Steps
- Draft Facility Program Review
 - Organizing Principles
 - Program Report Format
 - Comparison to Existing and Gap Analysis
 - Facility Program Document Review
- Facility Scenario Criteria
 - Scenario Criteria Discussion
 - Scenario Drivers Discussion
 - Refinement to Three Scenarios for Further Study
- Review of Charette Preparation Status
- Council Direction / Action
- Feedback / Next Steps



AGENDA

Context

A Draft Facility Program has been developed, and additional program elements approved by Council for development have defined and included. Initial review of the program elements by City departments and user groups has occurred and input has been captured.

Proposed Facility Scenarios have been outlined for review, and planning for the Facility Charette as the first step of Facility Scenario development is underway.



AGENDA

Purpose

The purpose of this meeting is to:

- Review the Draft Program Report Format and Content
- Select Three Scenarios for Inclusion in the Charette Process
- Establish Council Direction for Moving Forward



AGENDA

Intended Results

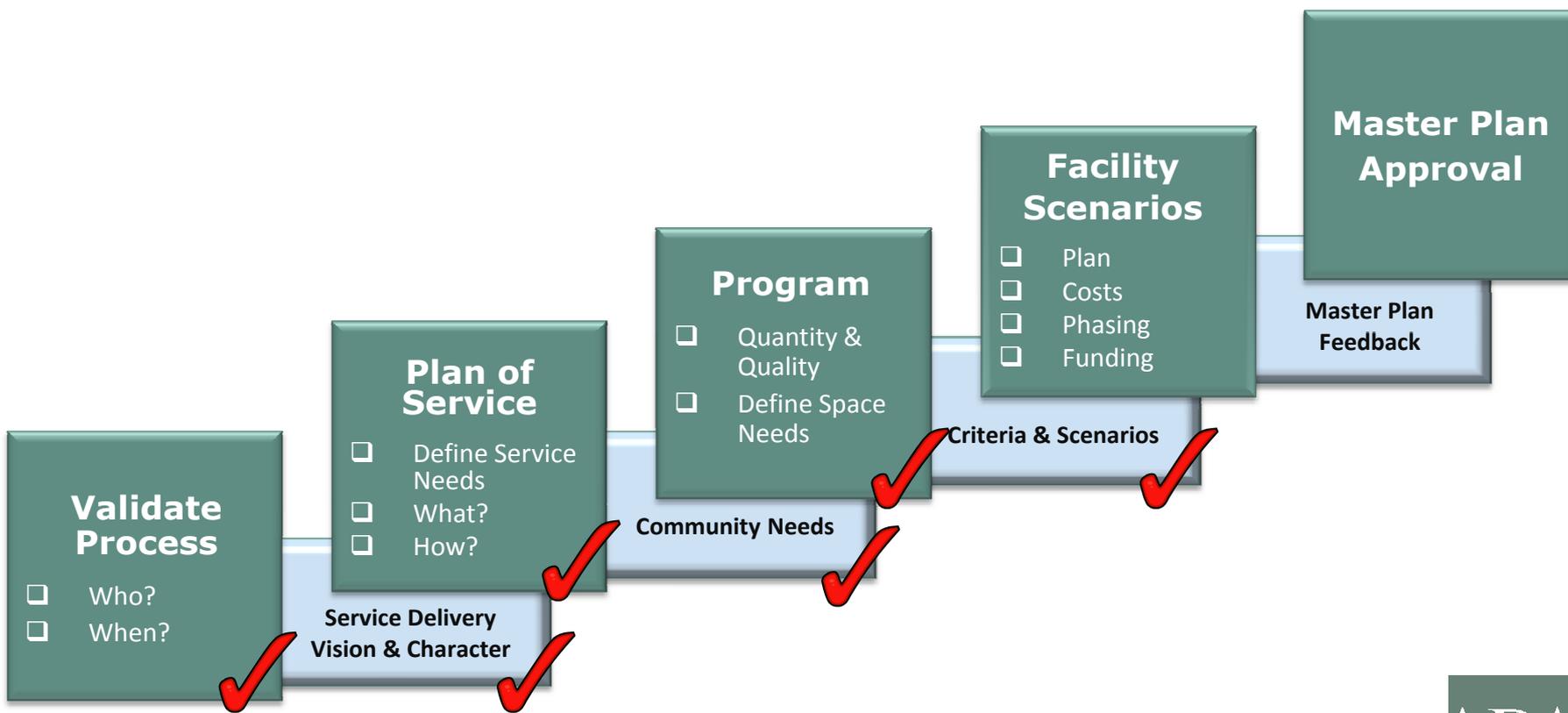
- Process Check
- Approve the Draft Program Report Format and Content for Moving Forward with Facility Scenario Development
- Determine Three Preferred Facility Scenarios for Further Study
- Identify Next Steps



Master Plan Process Overview



Project & Community Process

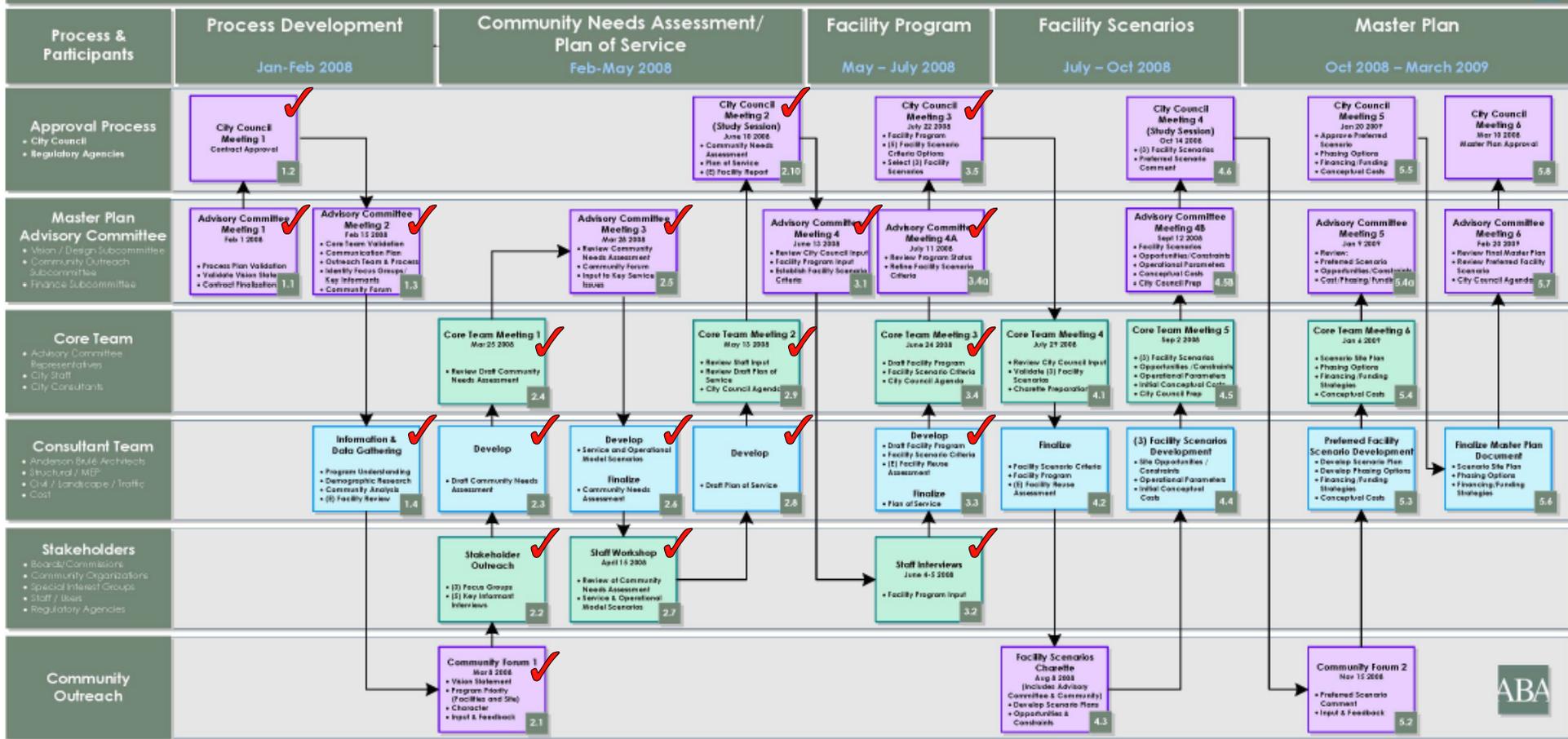


CITY OF LOS ALTOS - COMMUNITY CENTER MASTER PLAN PROPOSED PROCESS DIAGRAM

7/11/2008

COLOR LEGEND

- Public Meetings
- Project Meetings
- Consultant Team Score



SERVICE + ENVIRONMENT = EXPERIENCE



Programming Status

- Program Elements
 - Elements Outlined into Original Contract have been Developed
 - Library and Pool Programs have been Translated into Database
 - Theater Program has been Developed and Included
- User Groups have Reviewed and Commented on Draft and Input has been Captured
- Draft Report has been Delivered to Council for Review



Facility Program Development

Program Organizing Principles

Program Room Usage Analysis

Program Report Format

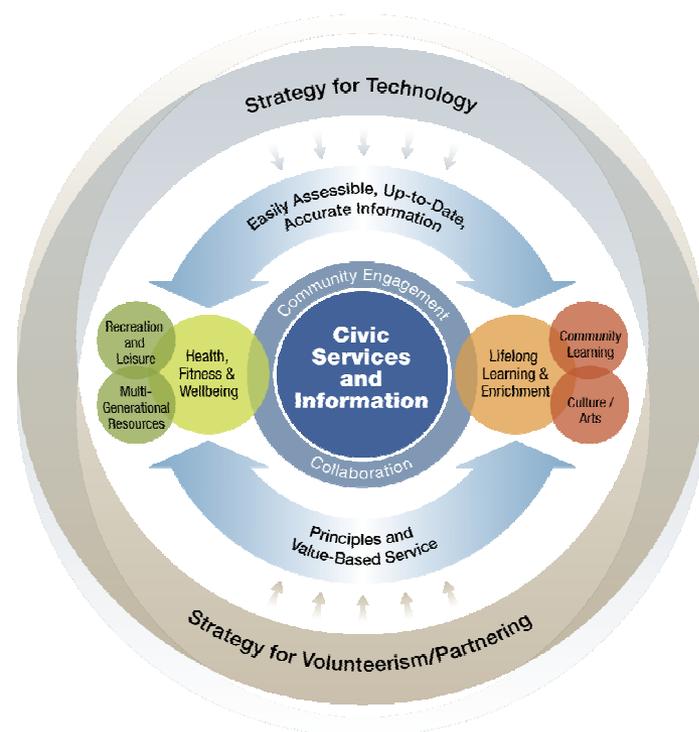
Comparison to Existing Facilities

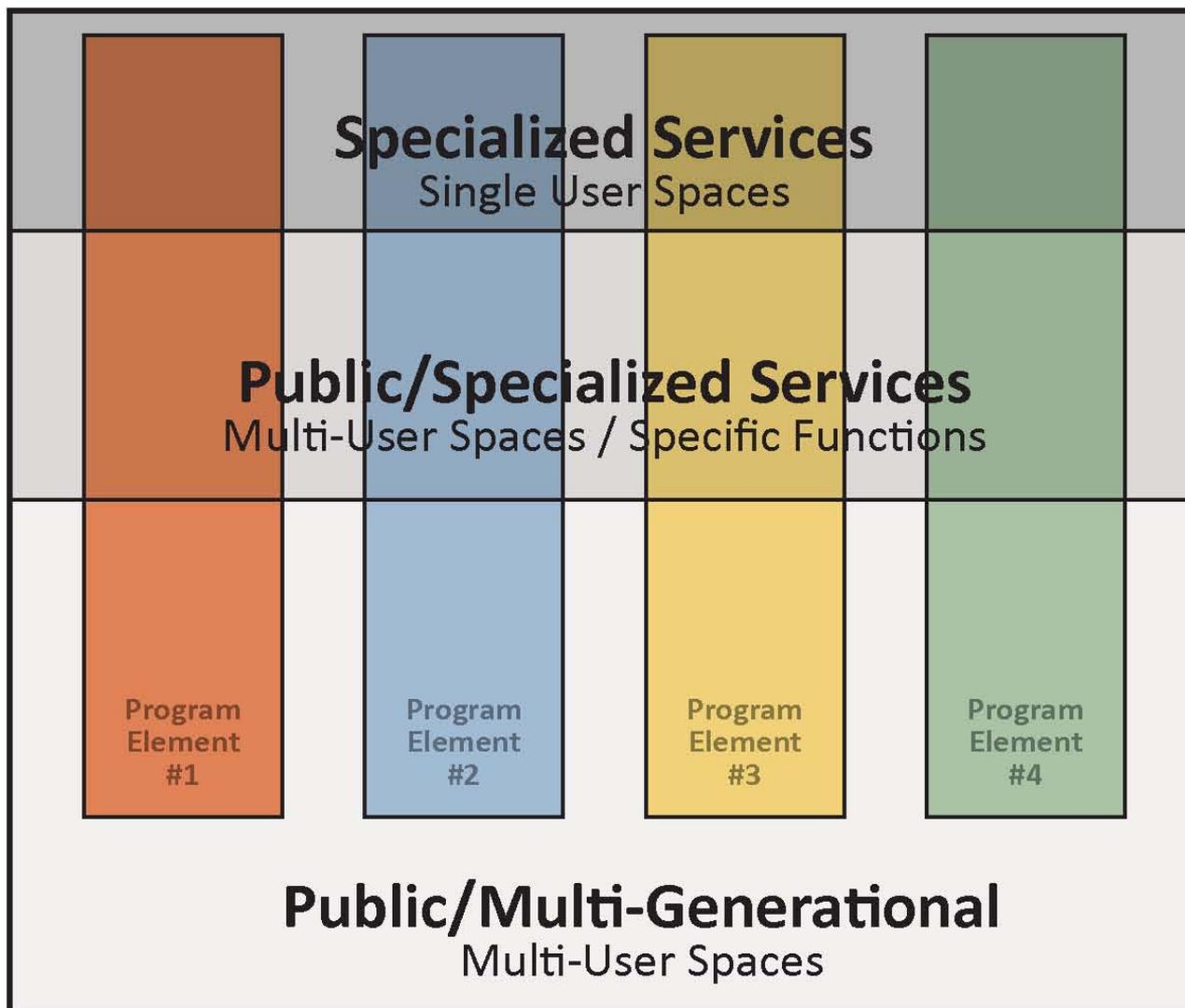
Questions and Gap Analysis



Facility Program Organizing Principles

- ❑ Conceptually based on Service Model Categories:
 - Civic Services and Information
 - Health, Fitness and Wellbeing (Recreation and Leisure & Multi-Generational Resources)
 - Lifelong Learning and Enrichment (Community Learning and Culture/Arts)
- ❑ 'Customer Perspective' – How the Community will Access Services
- ❑ Spaces are Organized by Function
 - Areas where Services will be Provided
 - Administration and Support Spaces







Facility Program Organizing Principles

- ❑ Interdepartmental Coordination
 - Departure from Departmental Thinking
 - Multi-Generational Opportunities
 - Efficiencies with Shared Use Space
 - Technology Plan will be a Key Driver
- ❑ Hub & Satellite Concept for Support Space (Copy/Print, Refreshment, etc.)
- ❑ Modular Strategy for Space Layout – Interchangeable Space Module for Future Use
- ❑ Capacity versus Usage of Program Rooms



Program Room Usage Analysis

- Standard Programs Rooms – (10) at 1,000 sf each
 - High Usage During Daytime Hours M-F
 - Senior Programs (Year Round)
 - Community Education Classes (Year Round)
 - Various Summer Camps (Science, General Recreation)
 - Usage in Early Morning, Afternoon, and Evening
 - Community Organizations
 - Commissions and Committees
 - Potential for Expansion of Recreation Adult , Arts and Culture classes



Program Room Usage Analysis, Continued

- ❑ Small Program Room (1) at 700 sf
 - High Usage During Daytime Hours M-F
 - Youth Education Programs
 - Usage in Late Afternoon and Evening
 - Adult Community Education Classes
 - Community Organizations
 - Commissions and Committees Meetings
 - Potential for Expansion of Recreation Adult , Arts and Culture classes

- ❑ Large Program Room (1) at 1,500 sf
 - High Usage During Daytime Hours M-F
 - Program Space with Work Tables for Large Format Education Materials
 - Potential for Expansion of Recreation Program offerings



Program Room Usage Analysis, Continued

- ❑ Small Multi-Purpose Room (1) at 2,500 sf
 - Senior Lunches
 - Potential for Expansion of Large Format Recreation classes
 - Children's Programming Year Round
 - Summer Camps

- ❑ Multi-Purpose Room (1) at 5,000 sf
 - High Usage during Morning & Evening hours for Dance/Fitness Classes
 - Midday Usage and Summer Camps needing Larger Space
 - Community Organizations Use
 - Friday Evening Los Altos Youth Commission (LAYC) Dances / Weekend Events



Program Room Usage Analysis, Continued

- ❑ Art Program Rooms (3) at 1,000 sf each
 - High Usage during daytime hours M-F
 - Youth Recreation Classes – Year Round
 - Community Education Classes – Year Round
 - Summer Camps
 - Usage in early morning, afternoon, and evening
 - Community Art Clubs – Year Round
 - Potential for Expansion of Recreation Adult , Arts and Culture classes

- ❑ Music Program Room (1) at 1,000 sf
 - Vocal Rehearsal space
 - Musical Adult Theater



Program Room Usage Analysis, Continued

- ❑ Fitness Program Rooms (2) at 1,000 sf each
 - High Usage during Evening hours
 - Adult Fitness Programs (Step Aerobics, Yoga, etc.)
 - Children's Dance and Ballet Share Usage during Midday Hours

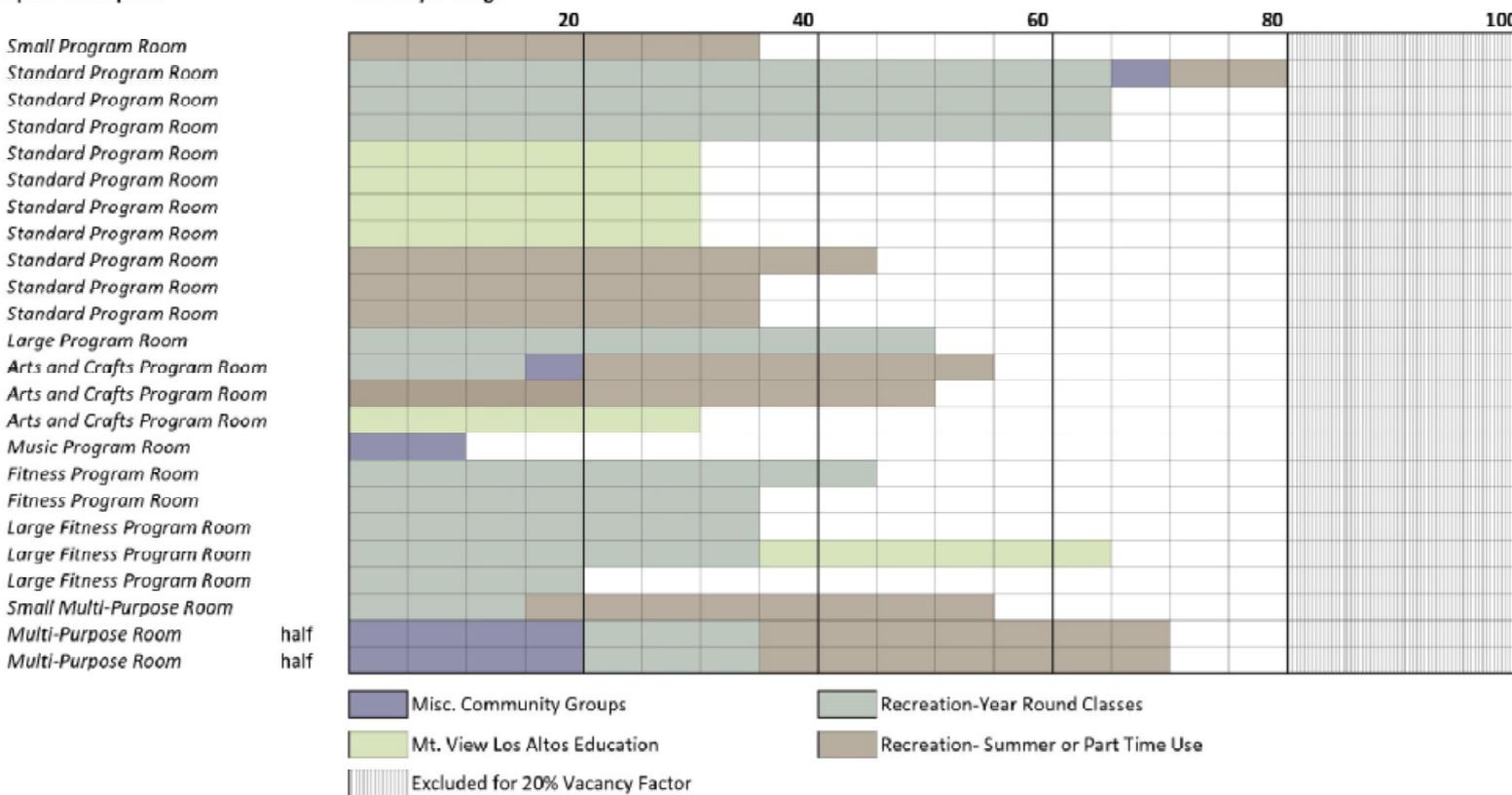
- ❑ Large Fitness Program Rooms (3) at 2,500 sf each
 - High Usage during Morning and Evening hours
 - Adult Fitness Programs (Step and Aerobics in Morning / Karate in Evening)
 - Midday Usage for Larger Format Space Needs
 - Music Classes – Year Round
 - Summer Camps
 - Potential for Expansion of Recreation Large Format Classes – Year Round



Program Room Calculations Matrix

Space Description

Monthly % Usage





Program Format 'Mind Map'





Facility Program Review

Draft Facility Program Document



Proposed Optional Program Spaces

❑ Program Rooms:

- Dedicated Library Program Room
- Separate Dedicated Entries for Senior, Youth and Children's Services Elements
- Game Room
- Card Room can to be Accommodated in a Large Program Room

❑ Exterior Program:

- Second Soccer Field
- Skate Park





Proposed Future Growth Strategies

- Dedicated Document Storage Areas to become Flexible Office Spaces (Modular sizes to accommodate flexible future use)
- Propose to identify an Average of 20% Future Growth Capacity for Program Rooms
- Future Office Spaces for Volunteers and Volunteer Coordinators Provided
- Scenarios can explore Program Placement that allows for Future Expansion



Facility Program Comparisons

Program Element	Existing Facilities	Space Allocation Study (w/35% Growth), Library and Pool Needs Assessments	Proposed Master Plan Program
Civic Services	9,882 sf	13,325 sf	~ 20,100 sf
Police Department	11,641 sf	15,857 sf	~ 22,700 sf
Community Center	35,094 sf	36,960 sf	~ 84,150 sf
Multi-Purpose Theater	4,570 sf	N/A	~ 31,250 sf
Library	28,050 sf	39,440 sf	~ 47,500 sf *Depending on Renovation or New Facility and Height
Swim Facility	*Unknown	22,414 sf *Includes One Pool + Water Play Feature	~ 40,050 sf *Includes Two Pools + Water Play Feature
Exterior Spaces	*Unknown	*Unknown	~ 271,500 sf Program ~ 180,850 sf Parking



Slide 24

p7

Finalize and figure out how we move to the broad over view into specific program questions so that they will be ready to approve draft program for charette development

panderson, 7/15/2008



Facility Program Inclusions

- ❑ Civic Services (~ 20,100 sf)
 - Council Chambers and City Clerk
 - City Manager, Finance, Information Technology & Economic Development Staff
 - Building, Planning and Engineering Departments
 - Facility Operations Administration
- ❑ Police Department (~ 22,700 sf)
 - Departmental Administration
 - Prevention Services
 - Intervention Services
 - Enforcement Services
 - Sally Port Dedicated Police Parking is Included in Exterior Program





Facility Program Inclusions

- ❑ Community Center (~ 84,150 sf)
 - Community Program and Event Spaces
 - Senior Services, Teen Services and Children's Programming Spaces
 - Indoor Fitness Spaces
 - Food Services
 - Recreation Administration
- ❑ Multi-Purpose Theater (~ 31,120 sf)
 - Theater
 - Theater Administration
 - Rehearsal Space and Dance Studio
 - Performer Support
 - Costume and Materials Storage
 - Box Office and Concessions Area





Facility Program Inclusions

❑ Library (~ 47,500 sf)

- Fiction Collection, Non-Fiction Collection, Periodical Collection, Media Collection, Reference Collection and Language Collection
- Children's Collection and Family Area
- Tween Area and Teen Area
- Technology Lab
- Study and Program Rooms
- Friend's Bookstore

❑ Swim Facility (~ 40,050 sf)

- Competition Pool
- Warm Water Pool
- Water Play Feature
- Full Locker Rooms
- Concessions and Picnic Area



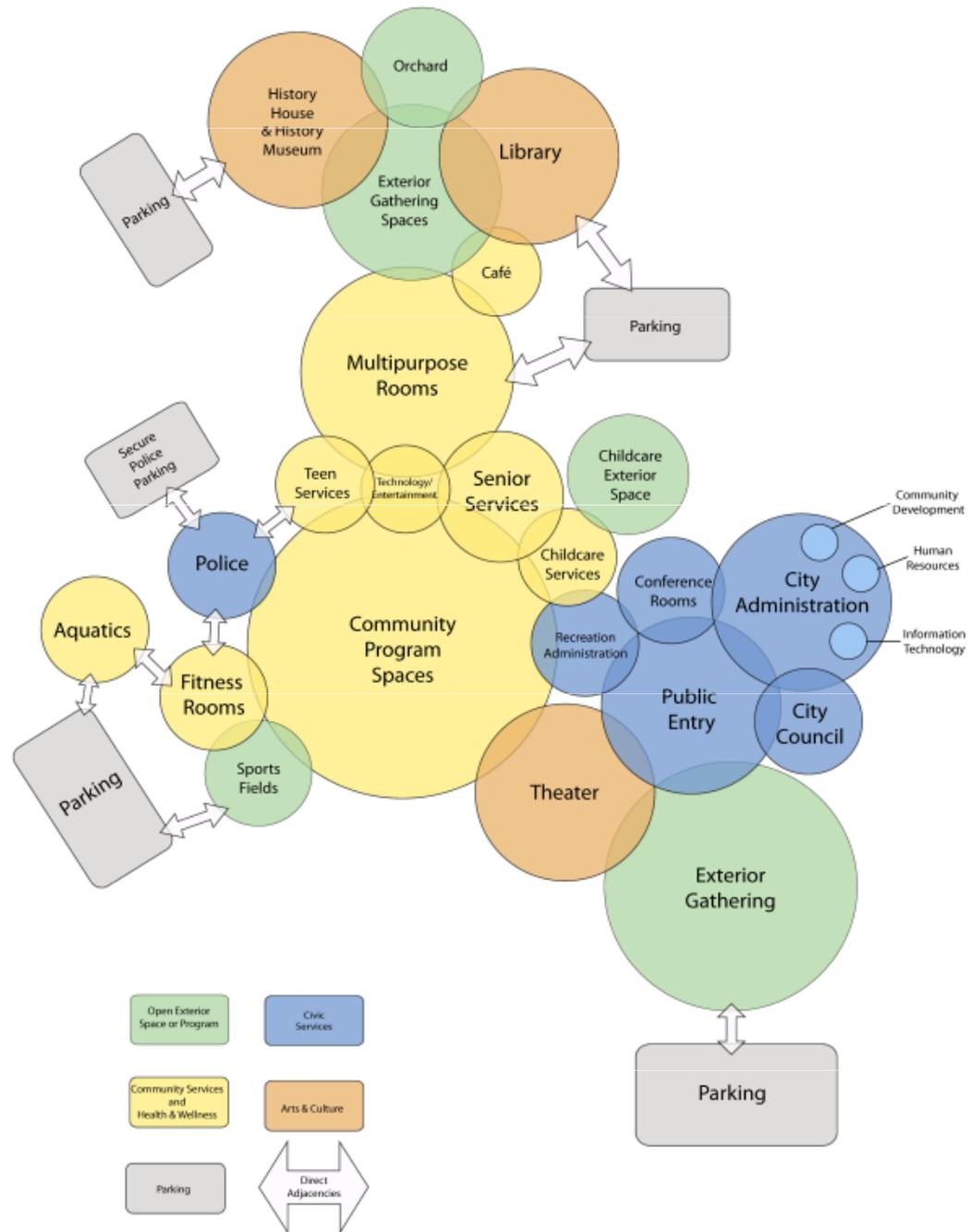


Facility Program Inclusions

- ❑ Exterior Program (~ 271,500 sf)
 - Orchard
 - One Regulation Soccer Field
 - One Regulation Little League (12 and Under) Baseball Field
 - One Regulation Softball Field
 - Bocce Ball Courts
 - Skate Park
 - Playgrounds for both Under 5 and 5+ Children
 - Exterior Gathering Spaces and Community Garden

- ❑ Parking and Circulation (~ 180,850 sf)
 - 1 per 2 anticipated employees
 - 1 per 500 SF of Community Center space
 - 1 per 4 seats in Theater (200 seats)
 - 126 per EIR for Aquatics Facility







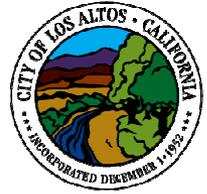
Facility Scenario Criteria Discussion



Your Key Issues

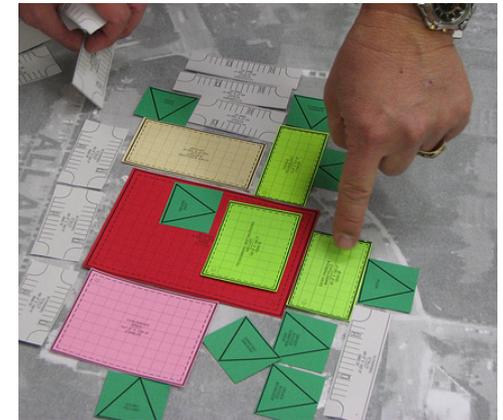
- Incorporate Library Expansion
- Expansion of Programs
 - Provide New Recreational Uses
 - Expand Community Programs
 - Improve Senior & Youth Programs
- Promote Los Altos History
- Develop New Green Facilities
- Invigorate the Downtown Village through Visual, Pedestrian & Parking Links
- Aesthetic of the Architecture is Important
- Space for Expanded Program & Staffing
- Meaningful Incorporation of Los Altos Hills in the Master Plan Process





Design Drivers Discussion

- ❑ Enhanced Connectivity to the Downtown Village
- ❑ Safe Vehicular and Pedestrian Access Onto and Through Site
- ❑ Enlarged and Enhanced Community Open Space
- ❑ Attention to Protection of Identified Heritage Trees
- ❑ Protection of and Promotion of Los Altos History
- ❑ Expansion of Spaces Available for Programs to Serve the Community
- ❑ Maximized Shared Use of Program Elements
- ❑ Establishment of Multi-Generational Facilities
- ❑ Facilities that are Sustainably Designed and Efficient to Maintain
- ❑ Contextual Aesthetic that Maintains a Village Feel





Facility Scenario Standard Assumptions

- All Components in Scenario must be Included in Design
- LEED Certification
 - Maximize Energy Efficiency
 - Site Orientation
 - Capture Prevailing Winds
 - Water Retention on Site
- Accessibility Code Requirements will be Achieved
- Minimize Disruption to Site through Phasing Strategy
- Parking – Combination of Underground/Surface/Structured
- Include History House, History Museum and Neutra House Facilities as Existing



Facility Scenario Standard Program Assumptions

- City Administration, City Clerk, Finance, Human Resources
- Community Development and Engineering
- Police Department
- Recreation Administration
(Including Administration for Senior Center, Youth and Teen Services and Children's Services)
- Community Center and Public Spaces
- Theater Program Spaces
- Orchard





Scenario A

☐ Goals:

- Reuse of Existing Library and Sports Fields Facilities for New Program
- Maximize Surface Parking

☐ Program Elements:

- Renovation and Expansion of Existing Library per Needs Assessment Program
- Exclude Optional Program Spaces

☐ Athletics:

- Exclude Swim Facility Program Element
- Soccer and Softball to remain in Existing Locations



Scenario B

☐ Goals:

- Minimize Building Footprint on Site
- Maximize Athletic Program Elements

☐ Program Elements:

- New Library Facility, New Location, Two Stories Acceptable
- Exclude Optional Program Spaces

☐ Athletics:

- Include Swim Facility Program Element
- Include Two New, Regulation Soccer Fields
- Include One New, Little League (12 and under) Baseball Field
- Include Skate Park Program Element



Scenario C

❑ Goals:

- Minimize Building and Site Elements Footprint
- Maximize Underground Parking
- Include Land Parcel for Future Development (by City or Other)

❑ Program Elements:

- New Library Facility, New Location, Two Stories Acceptable
- Exclude Optional Program Spaces

❑ Athletics:

- Exclude Swim Facility Program Element
- Include One New, Regulation Soccer Field
- Include One New, Little League (12 and under) Baseball Field



Scenario D

Goals:

- Strong Community Center Connection to Downtown as the Main Driver

Program Elements:

- New Library Facility, New Location, Separate Stand Alone Element
- Include Optional Program Spaces

Athletics:

- Include Swim Facility Program Element
- Include One New, Regulation Soccer Field
- Include One New, Little League (12 and under) Baseball Field



Scenario E

☐ Goals:

- Maximize Internal Pedestrian Gathering Space
- Maximize Parking and Vehicular Circulation at Perimeter or Underground
- Maximize Exterior Gathering Space throughout Community Center Site

☐ Program Elements:

- New Library Facility, New Location
- Include Optional Program Spaces

☐ Athletics:

- Include Swim Facility Program Element
- Include One New, Regulation Soccer Field
- Include One New, Little League (12 and under) Baseball Field



Facility Charette Status





Facility Scenario Charette Status

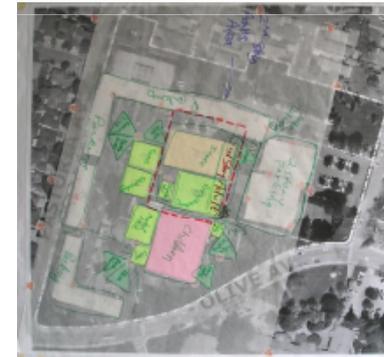
- ❑ Planned for August 8th (9:00 am – 3:00 pm)
- ❑ Held at Multi-Purpose Room at Grant Park (1575 Holt Avenue)
- ❑ Agenda:
 - Introduction to the Master Plan Process
 - Overview of the Plan of Service
 - Facility Scenario Introduction
 - Scenario Charette
 - Large Group Presentation and Discussion from 1:00 – 3:00 pm (Community Welcome)





Facility Scenario Charette Outcome Intent

- ❑ Multiple Perspectives in a Creative Forum
- ❑ Rapid Prototyping of Ideas
- ❑ Learning Lessons Through Testing Scenarios
- ❑ Develop Opportunities and Constraints
- ❑ Scenarios are not Intended to be the Master Plan Design
- ❑ Informs Analysis and Site Master Plan Design Alternatives





Overview of Council Direction Needed

- Which Three Facility Scenarios should be Reviewed in the Charette?
 - Scenario A – Addition of Land Parcel for Future Development
 - Scenario B – Proceed as Noted
 - Scenario C – Incorporate Future Parcel for Development into Scenario A
 - Scenario D – Proceed as Noted
 - Scenario E – Incorporate into All Scenarios (Pedestrian-Oriented Campus)
- Should we Proceed with Optional Spaces Listing as Outlined?
- Should we Proceed with the Identified Design Drivers?
- Should we proceed with the Draft Program Document for Charette Scenarios?
- City Policy Discussion
 - Should we allow Building Heights in the Charette of more than Two Stories?



Next Steps





Next Steps in the Master Plan Process

- ❑ ABA suggests that the City should begin development of Cost Recovery Analysis for Anticipated Revenue Earning
- ❑ Facility Scenario Charette
 - August 8th, 2008 (9:00 am - 3:00 pm)
- ❑ Facility Scenario Development
 - ABA and Consultant Team to Develop Three Scenarios
 - Site Plan
 - Opportunities and Constraints
 - Operational Parameters
 - Initial Conceptual Costs
 - Phasing Suggestions
- ❑ Advisory Committee Meeting to Review Scenarios
 - September 12th, 2008 (7:30 am – 9:00 am)
- ❑ City Council Meeting
 - October 14th, 2008 (Time TBD)
 - Present Three Scenarios for Review and Selection of Preferred Scenario



Thank you!

ABA