



TOWN OF HOPKINTON - FACILITIES PLANNING PUBLIC FORUM

*Presented on November 02, 2023 by
Permanent Building Committee &
Abacus Architects + Planners*

FACILITY PLANNING PROJECT BACKGROUND

- Hopkinton's municipal facilities don't meet Town's needs
 - Many departments (120 +/- employees) need additional space
 - Town has underutilized properties that could meet those needs
 - Facilities spread out over 10 sites creating inefficiencies
 - Some facilities outdated and in need of repair
 - Town has goals (affordable housing, open space, business revitalization) that should be considered comprehensively
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WHAT WE HEARD AT THE LAST MEETING

- Town needs more affordable housing
 - Recently built housing has put pressure on schools
 - Open space needs to be preserved and made accessible
 - Downtown needs revitalization with more businesses
 - Downtown needs more parking
 - Current Town Hall could serve other purposes.
 - Town needs a community center and places to meet
 - High density housing should be discouraged
 - Large capital expenditures are taxing people out of Town
-

ISSUES TO REVIEW TONIGHT

- Review of municipal needs and proposed programs
 - Opportunities to re-utilize four Town owned properties to meet municipalities needs
 - Options for public / private redevelopment partnerships
 - Options for housing development, public or private
 - Options for open space preservation and utilization
 - Evaluation of options presented based on input
 - Additional input on facilities planning and priorities
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PROGRAMMING NEEDS MATRIX

Municipal personnel were interviewed, current facilities evaluated, and anticipated space needs and personnel projected for planning purposes

























XXX Placeholder (30% more than existing)





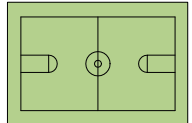




* Select Board meeting space

DEPARTMENT	EXISTING SIZE - Net SF	ANTICIPATED SIZE - Net SF	ANTICIPATED SIZE - Gross SF	ANTICIPATED PARKING
ANIMAL CONTROL	100	130	169	
BOARD OF HEALTH	585	1,095	1,424	7
FACILITIES	4,000	5,200	6,760	
FINANCE	1,900	1,355	1,762	10
HUMAN RESOURCES	305	1,065	1,385	7
INFORMATION TECHNOLOGY (IT)	1,100	840	1,092	6
LAND USE & PERMITTING	2,100	2,546	3,310	25
MEETING ROOMS	885	2,380	3,094	51
PARKS & RECREATION	705	3,075	3,998	13
PRE-K (CLASSROOMS & OFFICES)	9,000	11,700	15,210	56
* LARGE MEETING ROOM		2,500		
TOWN CLERK	590	1,220	1,586	6
TOWN DEPARTMENT FILE STORAGE	4,000	4,000	5,200	
TOWN MANAGER	875	1,187	1,543	8
YOUTH & FAMILY RESOURCES	525	2,376	3,089	14
TOTAL	26,670	38,169	49,620	203

PROGRAMMING SQUARE FOOTAGES

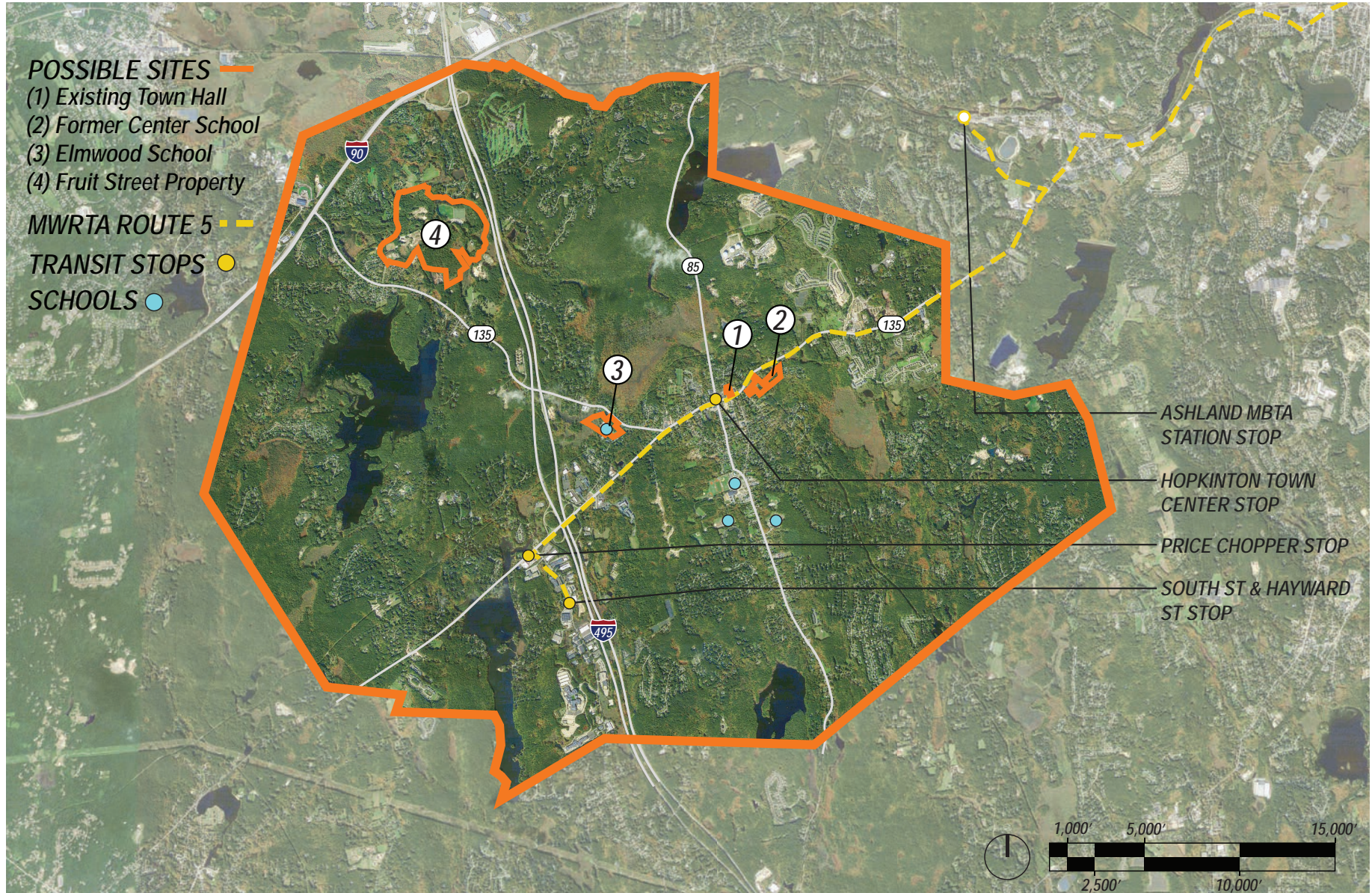
Most departments have too little space to meet current and anticipated needs - including storage. Current and projected square footages shown.

TOWN HALL USES		
DEPARTMENT	EXISTING SIZE	ANTICIPATED SIZE
BOARD OF HEALTH	 585 SQ FT	 1,095 SQ FT
FINANCES	 1,900 SQ FT	 1,355 SQ FT
HUMAN RESOURCES	 305 SQ FT	 1,065 SQ FT
LAND USE & PERMITTING	 2,100 SQ FT	 2,546 SQ FT
PARKS & RECREATION	 705 SQ FT	 3,075 SQ FT
TOWN CLERK	 590 SQ FT	 1,220 SQ FT
TOWN MANAGER	 875 SQ FT	 1,187 SQ FT
YOUTH SERVICES & RESOURCES	 525 SQ FT	 2,376 SQ FT
ANIMAL CONTROL	 100 SQ FT	 130 SQ FT
INFORMATION TECHNOLOGY	 1,100 SQ FT	 840 SQ FT
MEETING ROOMS	 885 SQ FT	 2,380 SQ FT
LARGE MEETING ROOM		 2,500 SQ FT
CIRCULATION, SERVICE SPACES	(30% FO TOTAL ANTICIPATED)	 5,180 SQ FT

OTHER TOWN USES		
DEPARTMENT	EXISTING SIZE	ANTICIPATED SIZE
FACILITIES	 4,000 SQ FT	 5,200 SQ FT
TOWN FILE STORAGE	 4,000 SQ FT	 4,000 SQ FT
GYMNASIUM		 7,384 SQ FT
PRE-K (CLASSROOMS & OFFICES)	 9,000 SQ FT	 11,700 SQ FT
SCHOOL ADMIN	 3,000 SQ FT	 4,000 SQ FT

POTENTIAL SITES TO ADDRESS NEEDS

The study focused on 4 sites with the most potential to meet town needs.



POTENTIAL SITES TO ADDRESS NEEDS

The sites vary in size. Here they are shown at the same scale for comparison



TOWN HALL



CENTER SCHOOL



ELMWOOD SCHOOL



FRUIT STREET



DOWNTOWN REVITALIZATION DISTRICT (RE-ZONING REQUIRED)



-  FUTURE INTERNATIONAL MARATHON CENTER
-  DOWNTOWN BUSINESS
-  CENTER SCHOOL
-  NON-RESIDENTIAL USES IN RESIDENTIAL ZONE

MATCH NEEDS WITH SITES WHERE THEY COULD BE MET

- Five (5) scenarios were developed to show different ways each site may be used in a comprehensive manner to meet identified town needs.
- All are based on locating needs of Town Hall services first then evaluating how remaining sites could be used to meet other Town needs and Town goals.
- Preliminary analysis of zoning and financial considerations of the scenarios is at the end.

A - Town staff split between existing Town Hall & Center School

B - All town staff at expanded Town Hall

C - Move all Town services to Center School

D - Move all Town services to Elmwood School

E - Move Town services to Elmwood except Town Hall remains a Community Center / meeting space

LEGENDS

The following legends will be used throughout the slides:

 TOWN USES

 SELL FOR REDEVELOPMENT THROUGH RFP PROCESS

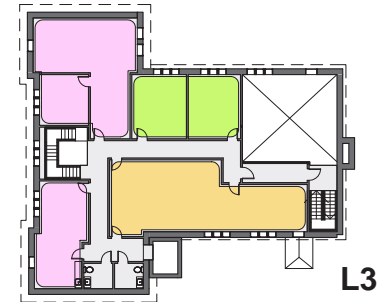
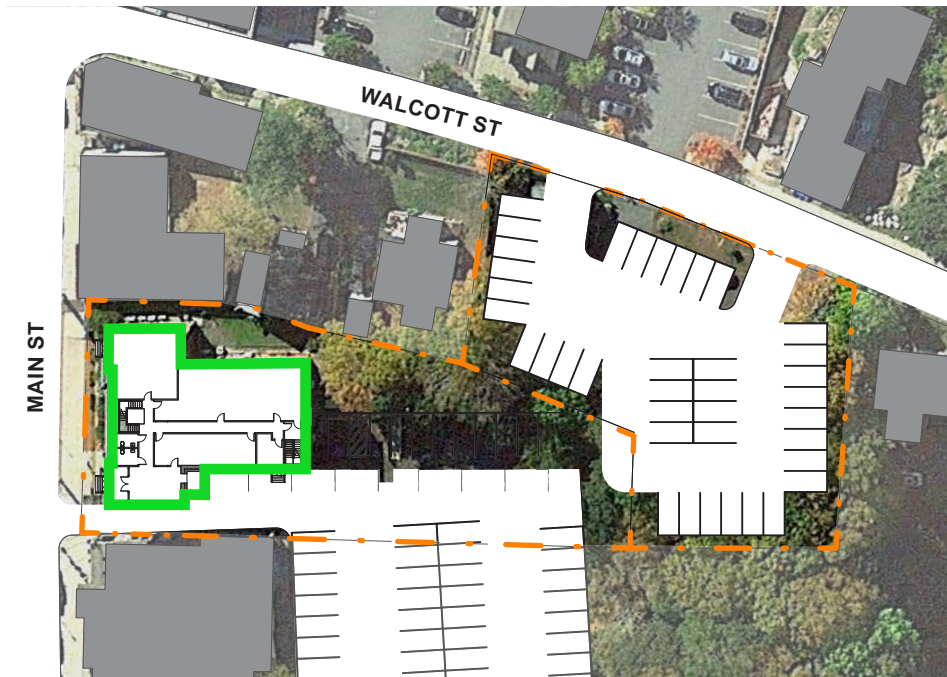
 SELL FOR HOUSING THROUGH RFP PROCESS

 PUBLIC OPEN SPACE - NATURAL OR PLAYING FIELDS

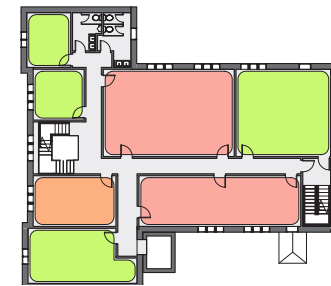
	BOARD OF HEALTH
	FINANCES
	HUMAN RESOURCES
	LAND USE & PERMITTING
	PARKS & REC
	TOWN CLERK
	TOWN MANAGER
	YOUTH & FAMILY SERVICES
	ANIMAL CONTROL
	INFORMATION TECH
	MEETING ROOMS
	FACILITIES
	PUBLIC WORKS
	TOWN FILE STORAGE
	GYMNASIUM
	PRE-K
	SCHOOL ADMIN

TOWN HALL - MUNICIPAL USES ALT. 1

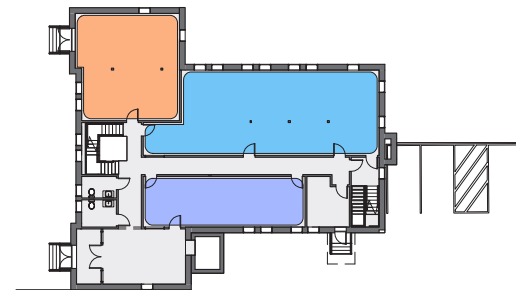
- ALL TOWN HALL USES EXCEPT YOUTH & FAMILY SERVICES AND PARKS & REC.
- ADD PARKING LOT AT WALCOTT STREET SITE
- LIMITED STORAGE



L3



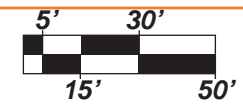
L2



L1

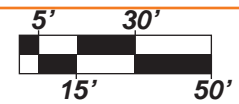
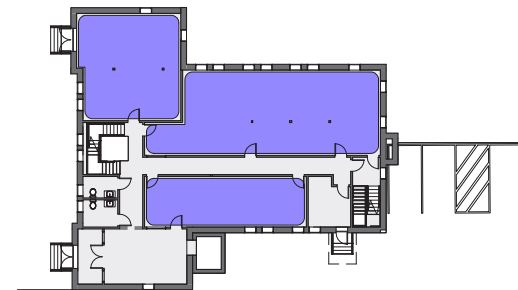
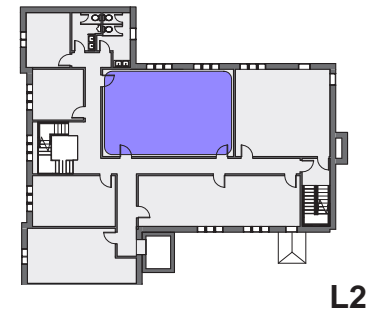
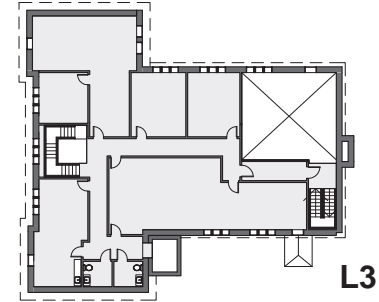
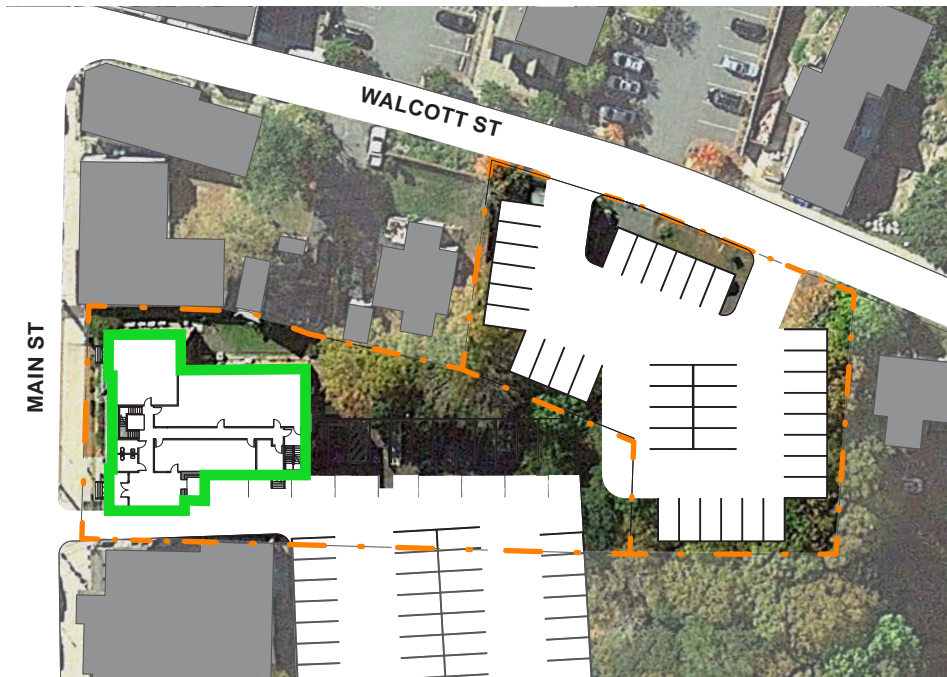


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TOWN HALL - MUNICIPAL USES ALT. 2

- YOUTH & FAMILY SERVICES AND PARKS AND REC.
- RENTAL / EXPANSION SPACE
- ADD PARKING LOT AT WALCOTT STREET

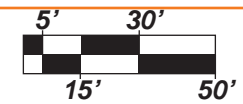
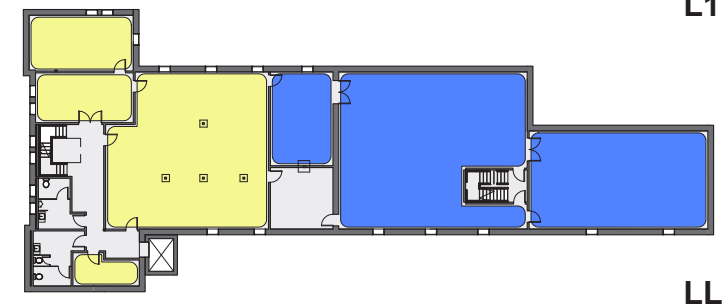
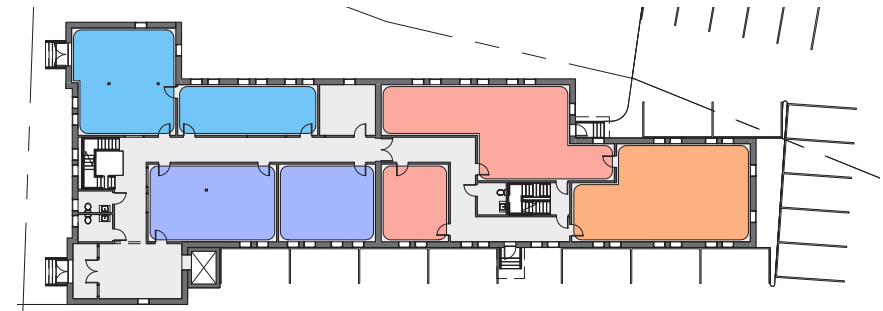
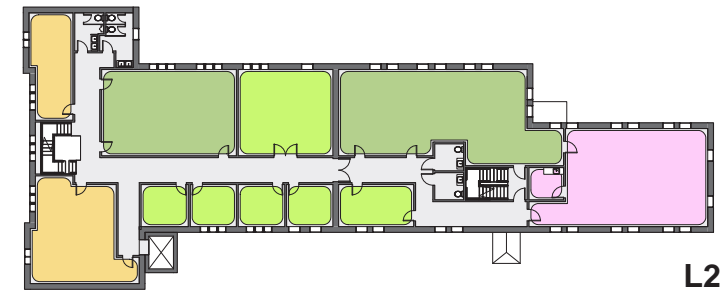
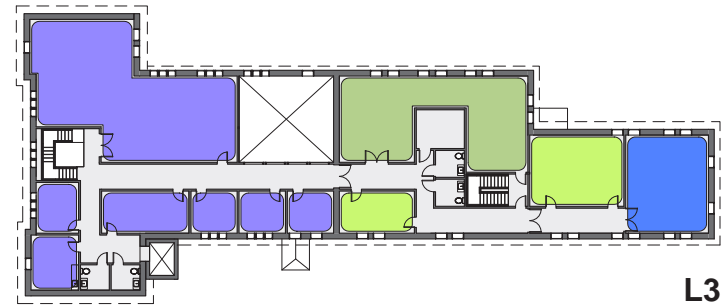


- MOVE SCHOOL ADMIN. INTO TOWN HALL - OR -
- SELL TOWN HALL FOR REDEVELOPMENT - OR -
- RENOVATE AS HOUSING - HOPKINTON HOUSING AUTH
- ADD PARKING LOT AT WALCOTT



EXPANDED TOWN HALL - MUNICIPAL USES ALT. 4

- ALL TOWN FACILITIES IN EXPANDED TOWN HALL BUILDING
- ADD PARKING LOT AT WALCOTT STREET

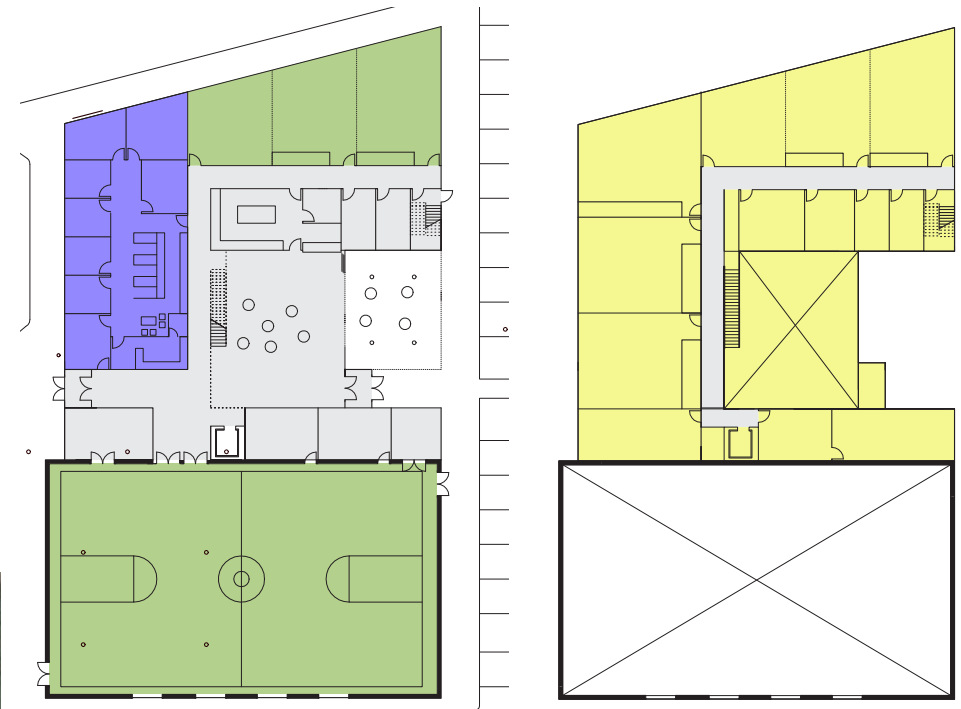


CENTER SCHOOL - TOWN & COMMERCIAL USES ALT. 1

- RFP FOR 1928 BUILDING
- YOUTH & FAMILY SERVICES, PARKS & REC. AND PRE-K IN NEW BUILDING
- RETAIN SOME LAND FOR MUNI PARKING & OPEN SPACE
- RFP - HOUSING DEVELOPMENT

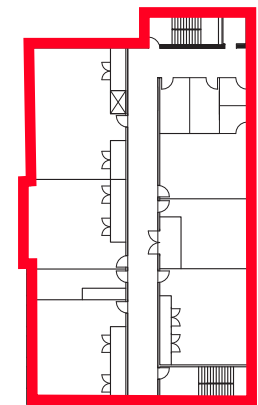
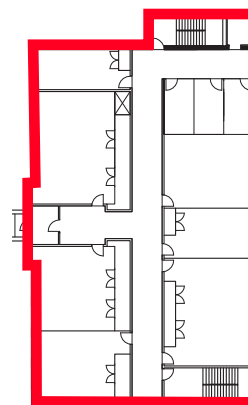
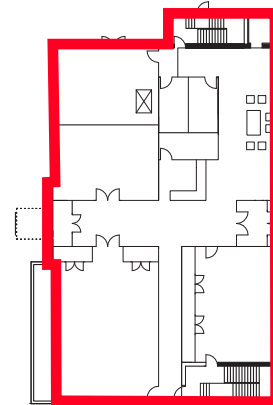


REQUIRES RE-ZONING



NEW L1

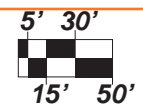
NEW L2



EXISTING L1

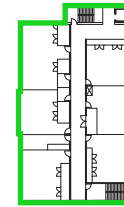
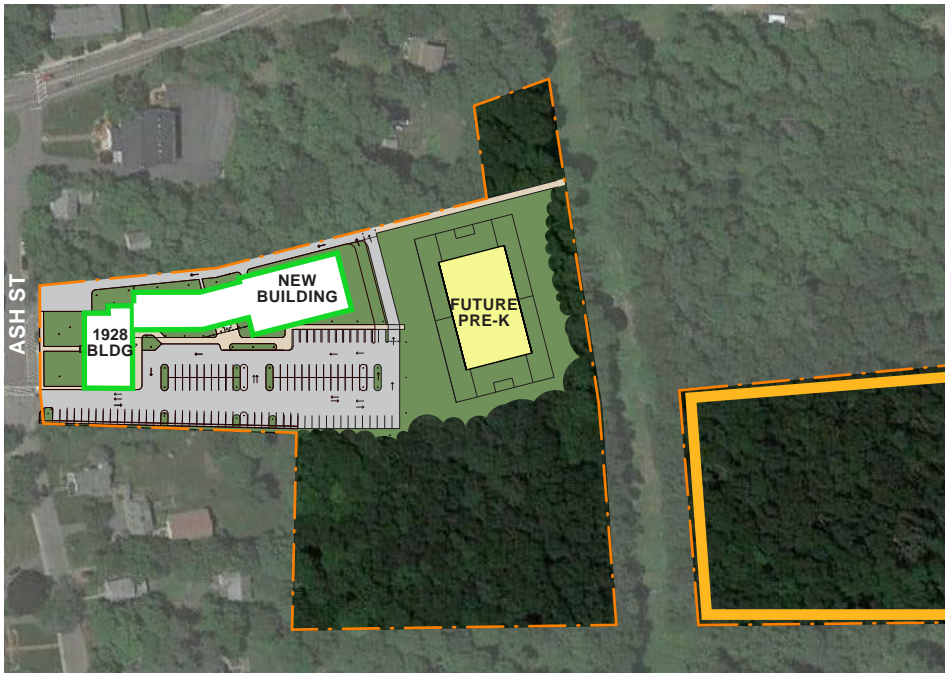
EXISTING L2

EXISTING L3

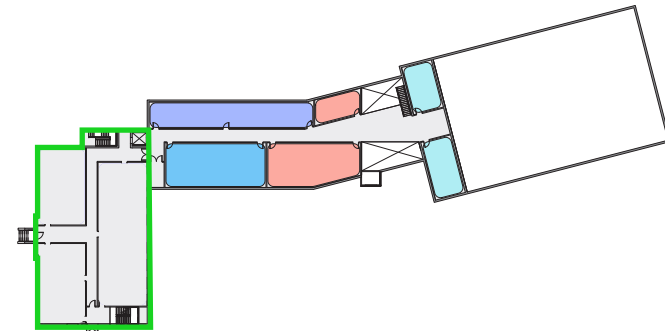


CENTER SCHOOL - TOWN USES ALT. 2

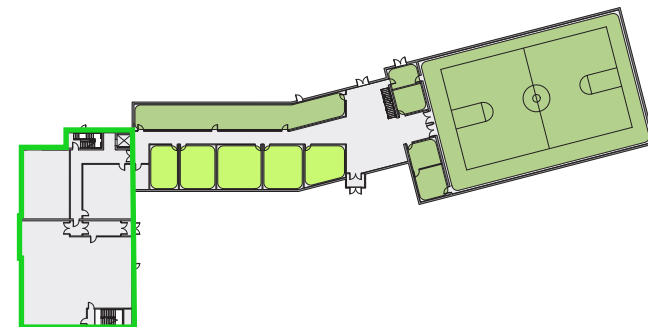
- ALL TOWN SERVICES + PRE-K
- OPEN SPACE, PLAYING FIELDS & MUNI PARKING
- RETAIN SOME LAND FOR MUNI PARKING & OPEN SPACE



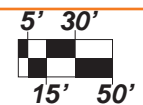
L3



L2



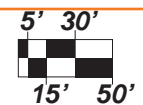
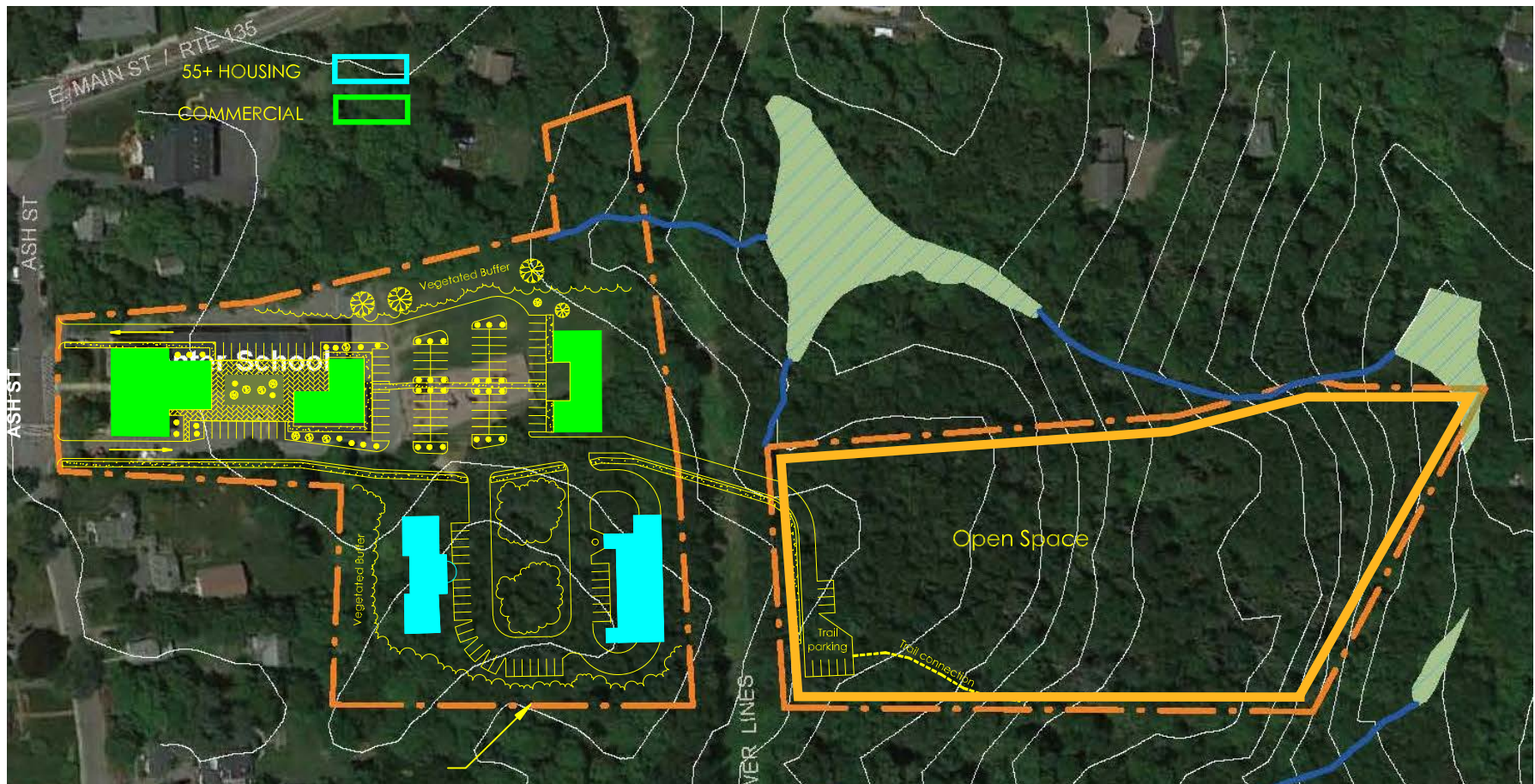
L1



CENTER SCHOOL - COMMERCIAL USES ALT. 3

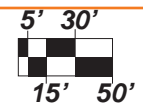
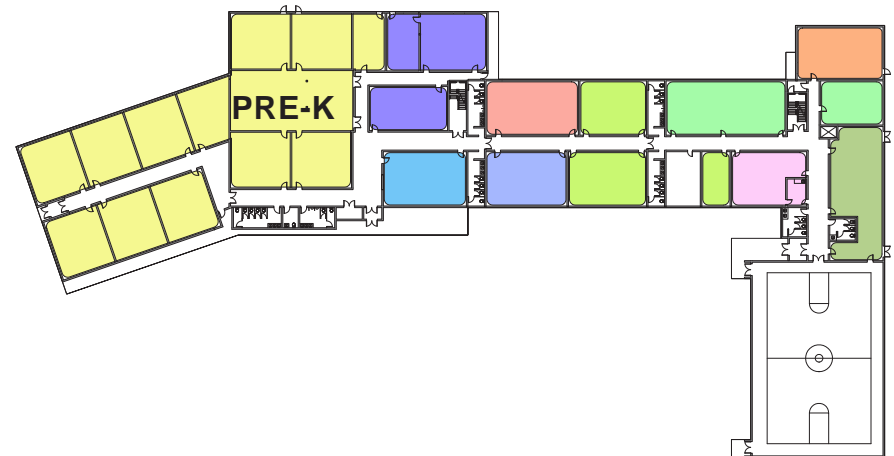
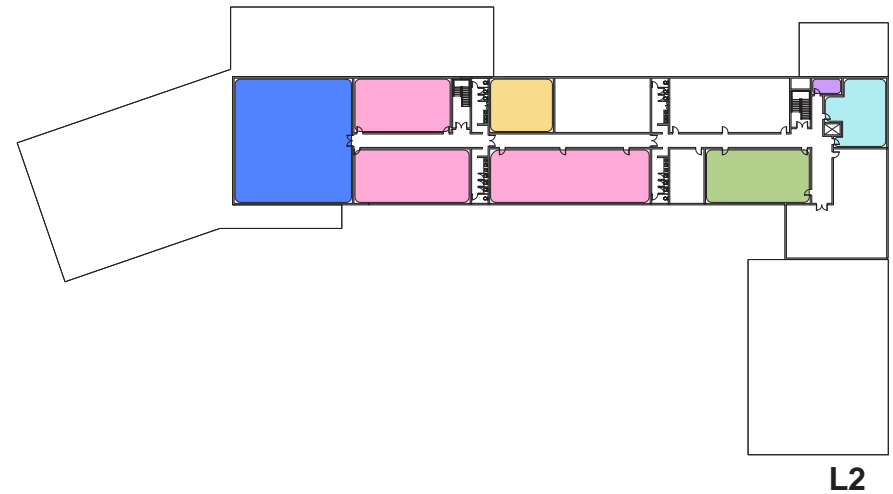
REQUIRES RE-ZONING

- RE-UTILIZE 1928 BLDG DEMO REMAINING & NEW CONSTRUCTION
- RE-ZONE AND SELL FOR HOUSING DEVELOPMENT
- RETAIN SOME LAND FOR MUNI PARKING & OPEN SPACE



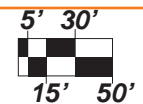
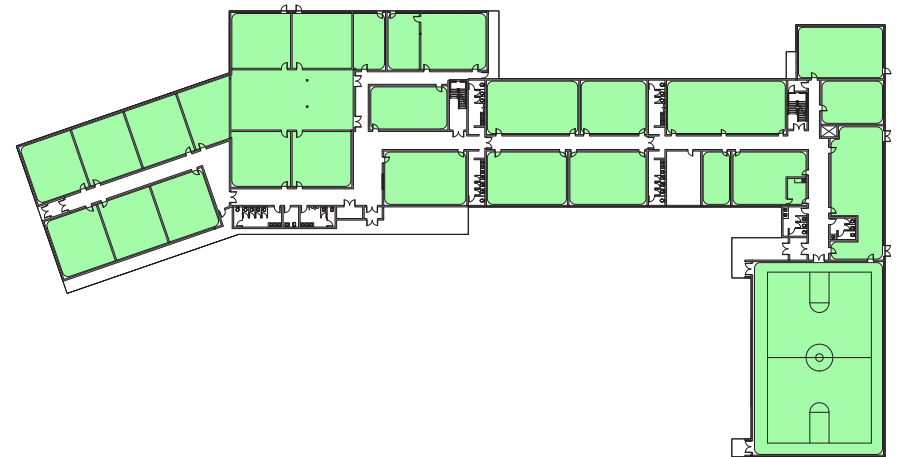
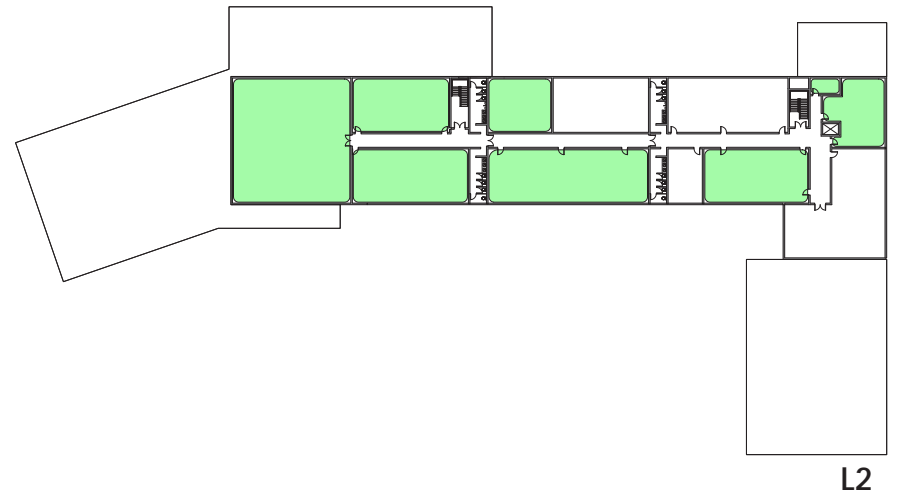
ELMWOOD SCHOOL - ADAPTIVE REUSE ALT. 1

- MUNICIPAL CENTER FOR ALL TOWN FACILITIES
- INTEGRATED PRE-K
- FACILITIES DEPT. BUILDING & LONG TERM TOWN STORAGE



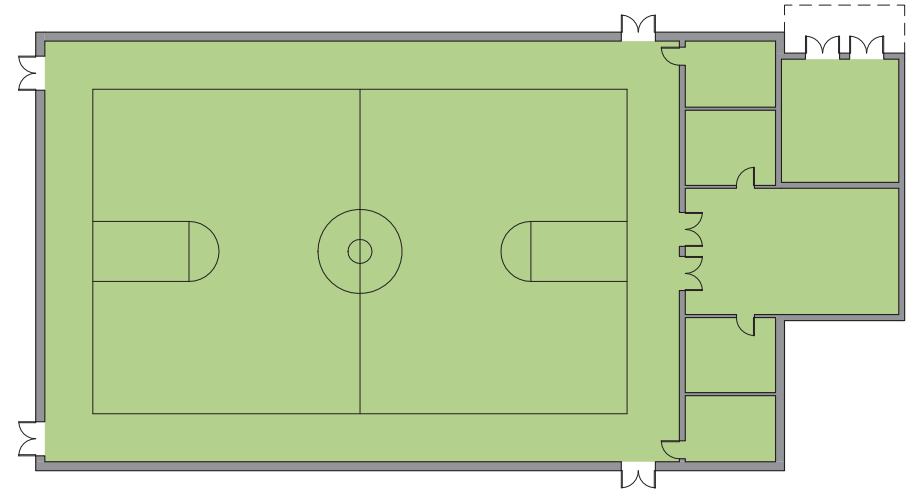
ELMWOOD SCHOOL - ADAPTIVE REUSE ALT. 2

1. REMAINS A SCHOOL - OR -
2. REMAINS FOR VARIOUS TOWN USES - OR -
3. DEMO SCHOOL AND SAVE LAND FOR FUTURE USE
4. RE-ZONE AND SELL FOR HOUSING

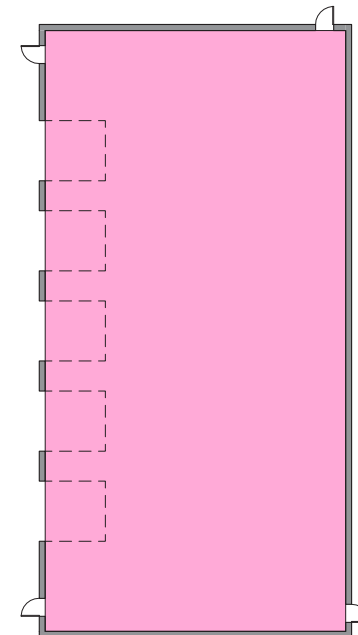


FRUIT STREET - NEW BUILDINGS ALT. 1

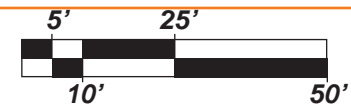
- NEW GYMNASIUM
- FACILITIES DEPT. BUILDING & LONG TERM TOWN STORAGE
- NEW AFFORDABLE HOUSING (AS CURRENTLY PLANNED)



NEW GYMNASIUM

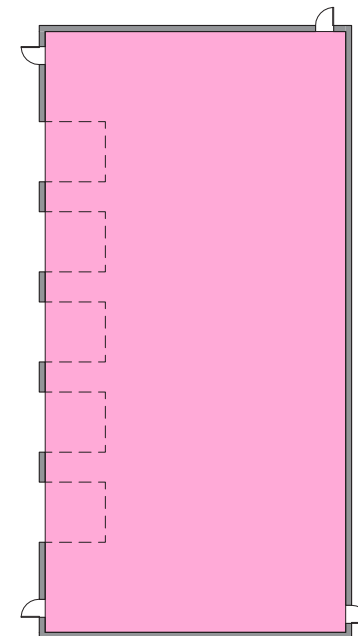


NEW STORAGE BLDG

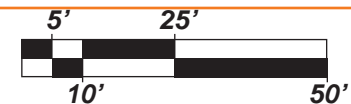


FRUIT STREET - NEW BUILDING ALT. 2

- FACILITIES DEPT. BUILDING & LONG TERM TOWN STORAGE
- NEW AFFORDABLE HOUSING (AS CURRENTLY PLANNED)

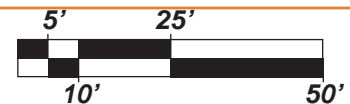


NEW STORAGE BLDG



FRUIT STREET - ALT. 3

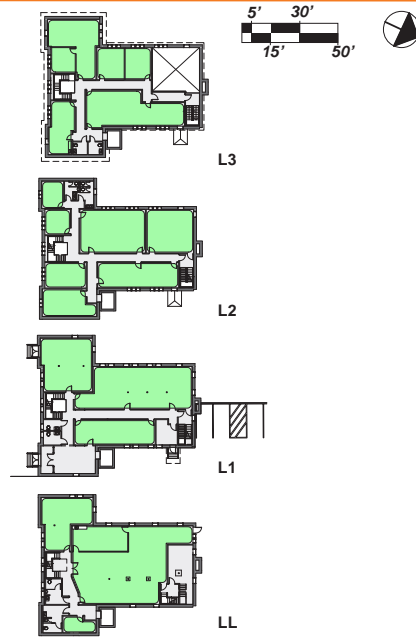
- NO NEW TOWN SERVICES
- NEW AFFORDABLE HOUSING (AS CURRENTLY PLANNED)



OPTION A - TOWN HALL SERVICES SPLIT BETWEEN TOWN HALL & CENTER SCHOOL

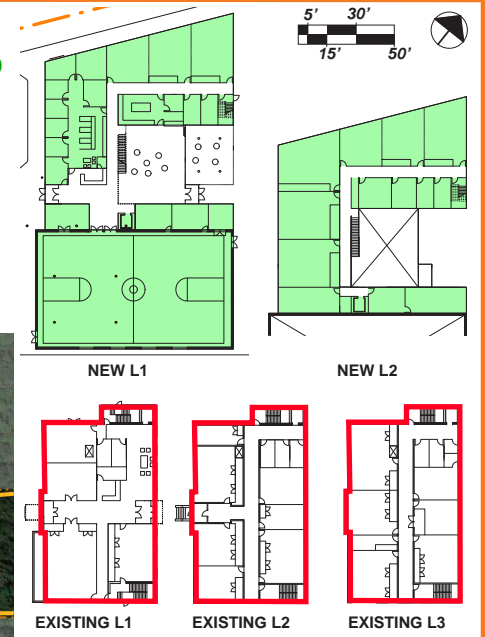
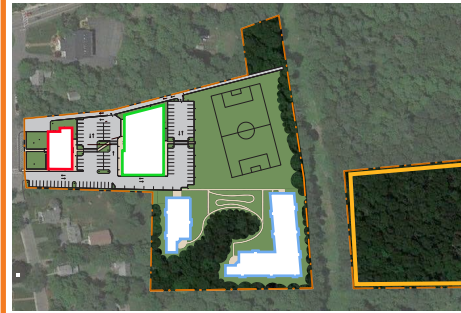
TOWN HALL

- ALL TOWN FACILITIES EXCEPT YOUTH & FAMILY SERVICES AND PARKS & REC.
- ADD PARKING LOT AT WALCOTT STREET



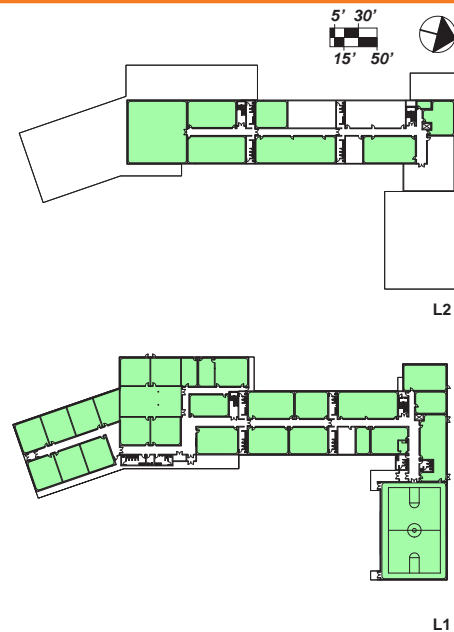
CENTER SCHOOL

- YOUTH & FAMILY SERVICES AND PARKS AND REC. AND PRE-K IN NEW BUILDING
- OPEN SPACE, PLAYING FIELDS & MUNI PARKING
- RFP FOR 1928 BUILDING
- RFP FOR REMAINING LAND



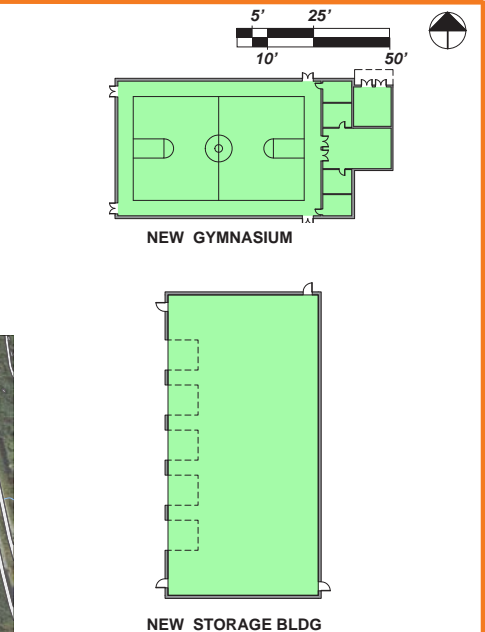
ELMWOOD SCHOOL

1. REMAINS A SCHOOL - OR -
2. REMAINS FOR VARIOUS TOWN USES - OR -
3. DEMO SCHOOL AND SAVE LAND FOR FUTURE USE
4. RE-ZONE AND SELL FOR HOUSING



FRUIT STREET

- NEW GYMNASIUM
- FACILITIES DEPT. BUILDING & LONG TERM TOWN STORAGE
- NEW AFFORDABLE HOUSING (AS CURRENTLY PLANNED)



OPTION A - TOWN HALL SERVICES SPLIT BETWEEN TOWN HALL & CENTER SCHOOL

(+) Downtown Community Center

(-) No new space gained by departments. Improvements through space re-arrangement

(-) Town Hall departments split between sites

(-) Difficult to operate and house town services during construction

(-) No allowance for future growth of departments in Town Hall

(-) Parking constraints at Town Hall

(-) Limited potential for enhancing downtown revitalization

(-) Potential for high density housing at Elmwood (MBTA zoning)

(-) High capital cost to taxpayers (Town Hall renovation, new facilities at Center School and Fruit Street)

OPTION B - ALL TOWN SERVICES IN EXPANDED TOWN HALL

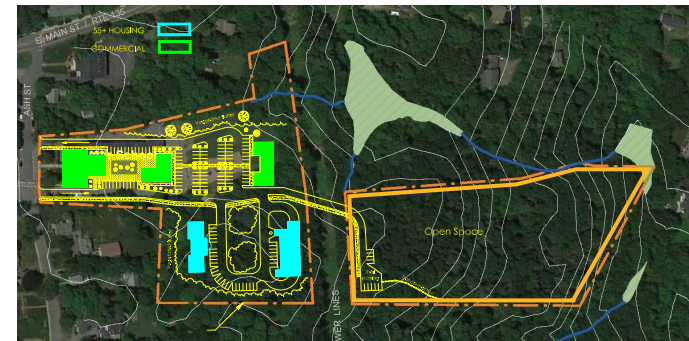
TOWN HALL

- ALL TOWN FACILITIES IN EXPANDED TOWN HALL BUILDING
- ADD PARKING LOT AT WALCOTT STREET



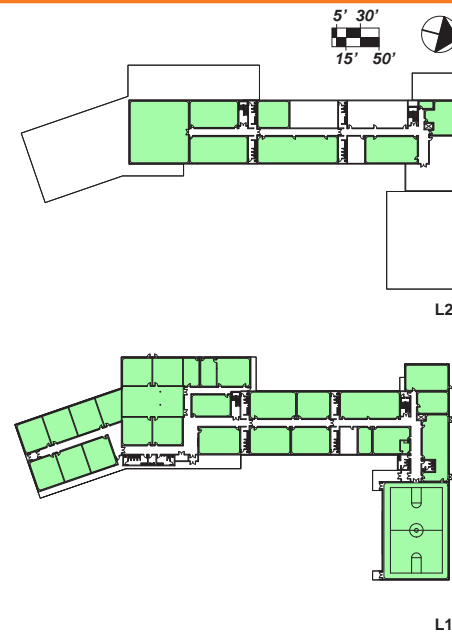
CENTER SCHOOL

- RE-UTILIZE 1928 BLDG DEMO REMAINING & NEW CONSTRUCTION
- RE-ZONE AND SELL FOR COMMERCIAL HOUSING DEVELOPMENT
- RETAIN SOME LAND FOR MUNI PARKING AND OPEN SPACE



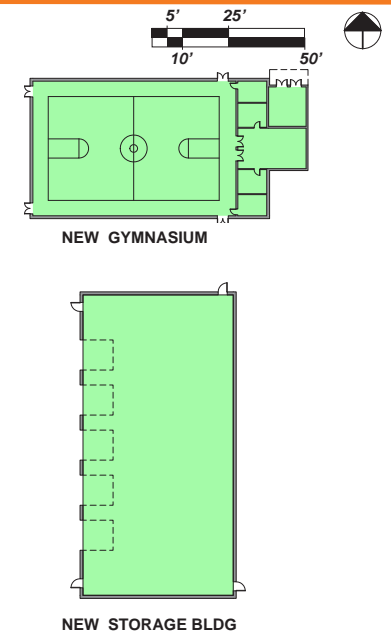
ELMWOOD SCHOOL

1. REMAINS A SCHOOL - OR -
2. REMAINS FOR VARIOUS TOWN USES - OR -
3. DEMO SCHOOL AND SAVE LAND FOR FUTURE USE
4. RE-ZONE AND SELL FOR HOUSING



FRUIT STREET

- NEW GYMNASIUM
- FACILITIES DEPT. BUILDING & LONG TERM STORAGE
- NEW AFFORDABLE HOUSING (AS CURRENTLY PLANNED)



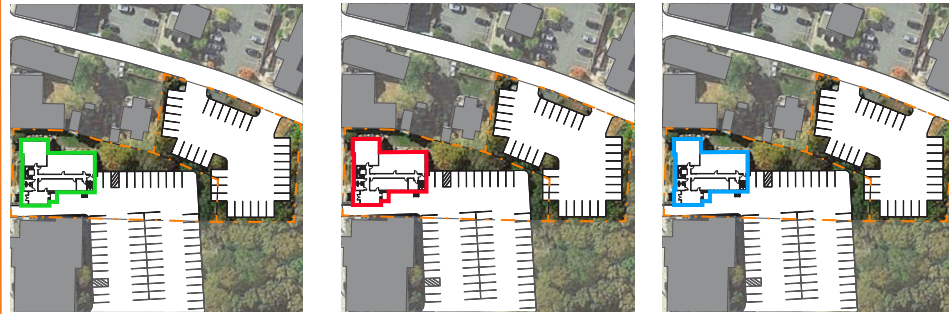
OPTION B - ALL TOWN SERVICES IN EXPANDED TOWN HALL

- (+) Town Hall departments are together
 - (+) Downtown Community Center
 - (+) Opportunity to enhance Downtown revitalization (Center School) and increase tax revenue
 - (-) Difficult to operate and house town services during construction
 - (-) Town Hall spaces meets current needs but no allowance for future growth for departments
 - (-) Parking constraints at Town Hall
 - (-) Potential for high density housing at Elmwood (MBTA zoning)
 - (-) High capital cost to taxpayers (Town Hall renovation, new facilities at Center School and Fruit Street)
-

OPTION C - NEW MUNICIPAL BUILDING FOR ALL SERVICES AT CENTER SCHOOL

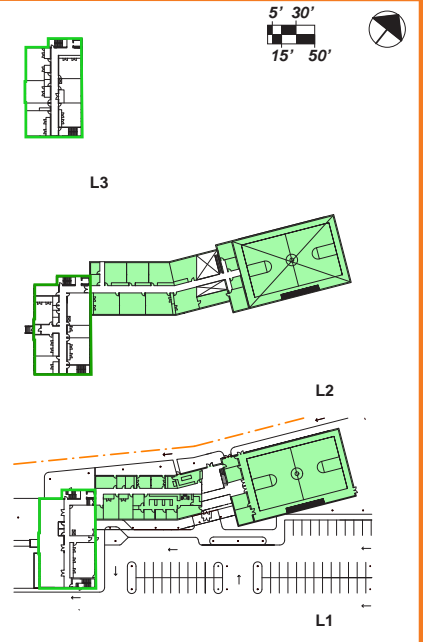
TOWN HALL

1. MOVE SCHOOL ADMIN. INTO TOWN HALL - OR -
2. SELL TOWN HALL FOR REDEVELOPMENT - OR -
3. RENOVATE AS HOUSING - HOPKINTON HOUSING AUTH
- ADD PARKING LOT AT WALCOTT STREET



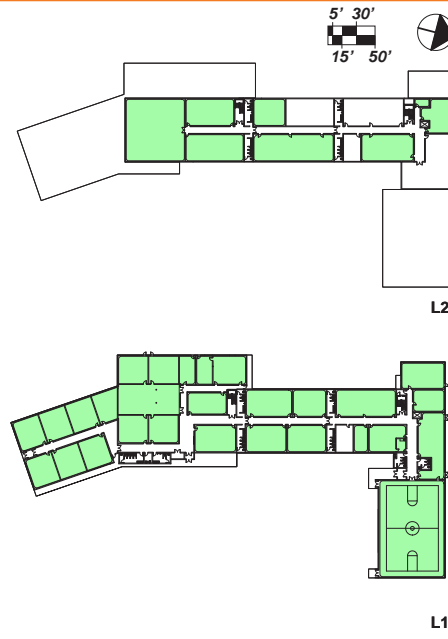
CENTER SCHOOL

- ALL TOWN SERVICES + PRE-K
- OPEN SPACE, PLAYING FIELDS & MUNI PARKING
- RETAIN SOME LAND FOR MUNI PARKING AND OPEN SPACE



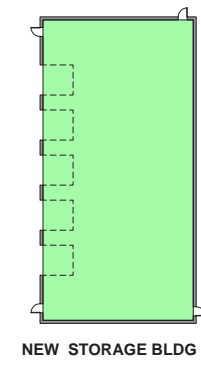
ELMWOOD SCHOOL

1. REMAINS A SCHOOL - OR -
2. REMAINS FOR VARIOUS TOWN USES - OR -
3. DEMO SCHOOL AND SAVE LAND FOR FUTURE USE
4. RE-ZONE AND SELL FOR HOUSING



FRUIT STREET

- FACILITIES DEPT. BUILDING & LONG TERM TOWN STORAGE
- NEW AFFORDABLE HOUSING (AS CURRENTLY PLANNED)



OPTION C - NEW MUNICIPAL BUILDING FOR ALL SERVICES AT CENTER SCHOOL

- (+) Town Hall departments are together
 - (+) Sufficient Parking
 - (+) Downtown Community Center
 - (+) Potential cost savings if School Department moves to existing Town Hall (eliminate lease)
 - (-) Very limited potential for enhancing downtown revitalization if Town Hall sold
 - (-) Potential for high density housing at Elmwood (MBTA zoning)
 - (-) Highest capital cost to taxpayers (New municipal buildings at Center School and Fruit Street)
-

OPTION D - RELOCATE TOWN HALL SERVICES TO ELMWOOD SCHOOL

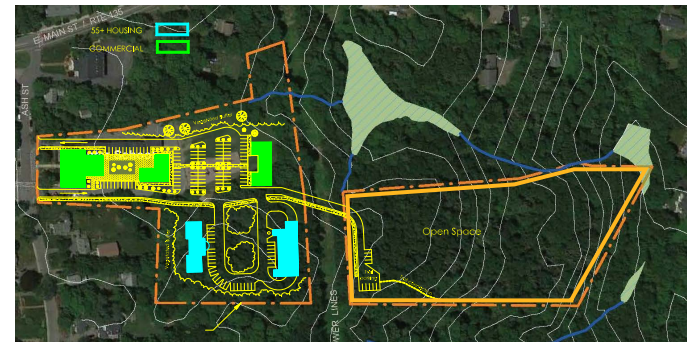
TOWN HALL

1. MOVE SCHOOL ADMIN. INTO TOWN HALL - OR -
 2. SELL TOWN HALL FOR REDEVELOPMENT - OR -
 3. RENOVATE AS HOUSING - HOPKINTON HOUSING AUTH.
- ADD PARKING LOT AT WALCOTT STREET



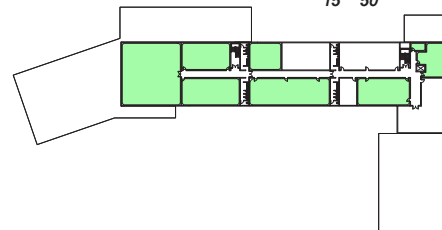
CENTER SCHOOL

- RE-UTILIZE 1928 BLDG DEMO REMAINING & NEW CONSTRUCTION
- RE-ZONE AND SELL FOR COMMERCIAL HOUSING DEVELOPMENT
- RETAIN SOME LAND FOR MUNI PARKING AND OPEN SPACE

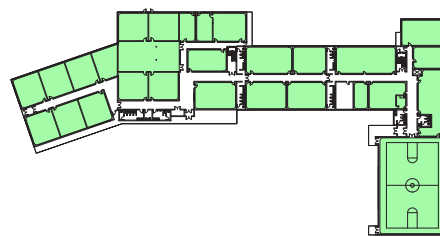


ELMWOOD SCHOOL

- MUNICIPAL CENTER FOR ALL TOWN FACILITIES
- INTEGRATED PRE-K
- FACILITIES DEPT. BUILDING & LONG TERM TOWN STORAGE



L2



L1

FRUIT STREET

- NO NEW TOWN SERVICES
- NEW AFFORDABLE HOUSING



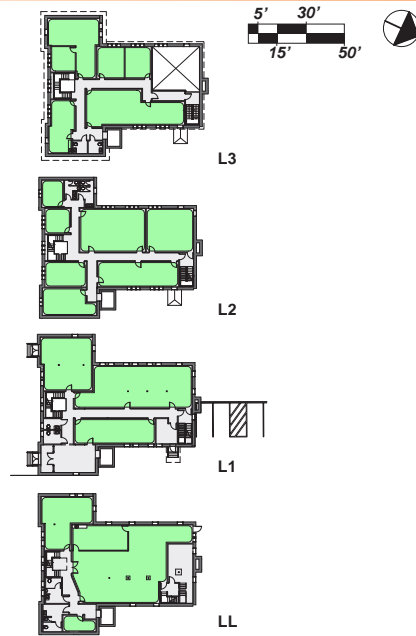
OPTION D - RELOCATE TOWN HALL SERVICES TO ELMWOOD SCHOOL

- (+) Town Hall departments are together
 - (+) Sufficient Parking
 - (+) Adequate space for future expansion of town departments
 - (+) Opportunity to enhance Downtown revitalization (Center School) and increase tax revenue
 - (+) Avoids high density housing at Elmwood (MBTA zoning)
 - (+) Opportunity to use Elmwood School as Town Hall / Community Center / Parks & Rec gymnasium with moderate expenditures until debt from other capital projects is reduced
 - (+) Potential for cost savings if School Department moves to existing Town Hall
 - (-) Community Center not in downtown area
-

OPTION E - RELOCATE TOWN HALL SERVICES TO ELMWOOD SCHOOL

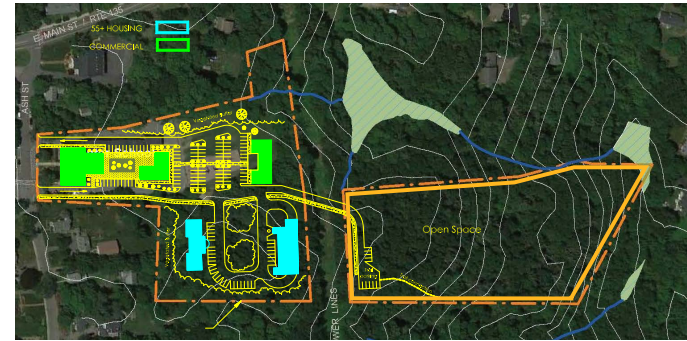
TOWN HALL

- YOUTH & FAMILY SERVICES AND PARKS & REC.
- ADD PARKING LOT AT WALCOTT STREET



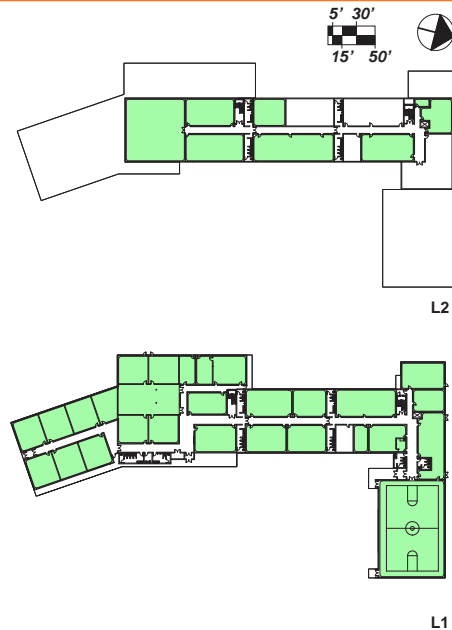
CENTER SCHOOL

- RE-UTILIZE 1928 BLDG DEMO REMAINING & NEW CONSTRUCTION
- RE-ZONE AND SELL FOR COMMERCIAL HOUSING DEVELOPMENT
- RETAIN SOME LAND FOR MUNI PARKING AND OPEN SPACE



ELMWOOD SCHOOL

- MUNICIPAL CENTER FOR ALL TOWN FACILITIES
- INTEGRATED PRE-K
- FACILITIES DEPT. BUILDING & LONG TERM TOWN STORAGE



FRUIT STREET

- NO NEW TOWN SERVICES
- NEW AFFORDABLE HOUSING (AS CURRENTLY PLANNED)



OPTION E - RELOCATE TOWN HALL SERVICES TO ELMWOOD SCHOOL

- (+) Town Hall departments are together
 - (+) Sufficient Parking
 - (+) Adequate space for future expansion of town departments
 - (+) Opportunity to enhance Downtown revitalization (Center School) and increase tax revenue
 - (+) Avoids high density housing at Elmwood (MBTA zoning)
 - (+) Opportunity to use Elmwood School as Town Hall / Community Center / Parks & Rec gymnasium with moderate expenditures until debt from other capital projects is reduced
 - (+) Community center in Downtown, re-use existing Town Hall
-

OPTIONS SUMMARY

OPTION A - Town services split between Town Hall and Center School

- No room for future expansion of Town departments
- Departments split between sites
- Same parking issues at Town Hall
- Difficult to operate and house staff during construction

OPTION B - Expanded Town Hall for all departments

- No room for future expansion of Town departments
 - Exasperates parking issues at Town Hall
 - Difficult to operate and house staff during construction
 - Ability to affect downtown revitalization
-

OPTIONS SUMMARY

OPTION C - All town departments at Center School

- Many benefits related to Town staff needs
- Expensive
- No ability to affect downtown revitalization

OPTIONS D & E - All town departments at Elmwood School

- Many benefits related to Town staff needs
 - Expensive (but options to phase spending)
 - Ability to affect downtown revitalization
-

ZONING

Elmwood School Site – 19 acres

- Zoned Agricultural/Residence A (single family residential)
- No change needed for municipal uses
- Potential MBTA zoning site (15 units per acre by right)

Existing Town Hall Property

- Zoned Downtown Business
- Multi-family currently allowed by Special Permit

Center School is zoned Residence A

- Change needed to enact Town's Vision on downtown revitalization
-

WHAT COULD RE-ZONING LOOK LIKE?



INSPIRATION

Town Center Vision Statement

Presented by the Town of Hopkinton Visioning Group
for Adoption by the Hopkinton Board of Selectmen
January 20, 2015

- **“In 2025**, Hopkinton’s Town Center is a vibrant part of the town’s identity where civic events, including the Boston Marathon are celebrated. It is a hub of community and commercial activity, with shops, restaurants and an attractive streetscape. It is pedestrian friendly with new development that respects the character and heritage of the town.”
 - **“In 2025**, Hopkinton continues to be a community that values art, cultural and community based institutions with an array of venues offering citizen centered activities and gathering spaces for cultural and artistic activities as well as other local and regional events.”
-

INSPIRATION

Town Center Plan / Vision Statement Goals

- Encourage public/private partnerships that revitalize and invigorate the downtown, creating a more vibrant and walkable center with an exciting mix of stores, offices, services, and restaurants.
- Provide more downtown parking.
- Facilitate and encourage historic preservation.

Town of Hopkinton Master Plan



DOWNTOWN REVITALIZATION DISTRICT (RE-ZONING REQUIRED)



-  FUTURE INTERNATIONAL MARATHON CENTER
-  DOWNTOWN BUSINESS
-  CENTER SCHOOL
-  NON-RESIDENTIAL USES IN RESIDENTIAL ZONE

NEW ZONING DISTRICT



Location:

- Front portion of Center School (+/- 6 acres)
- Rear portion (+/-5 acres) to be held as open space
- Potential to add 1 Ash & 2 Hayden Rowe to this district

Emphasis On:

- Historic Preservation
- Small Business Spaces
- Arts Related Uses
- Architectural Design Standards
- Age restricted Housing



photo source: Hopkinton Independant

POTENTIAL USES

BY RIGHT:

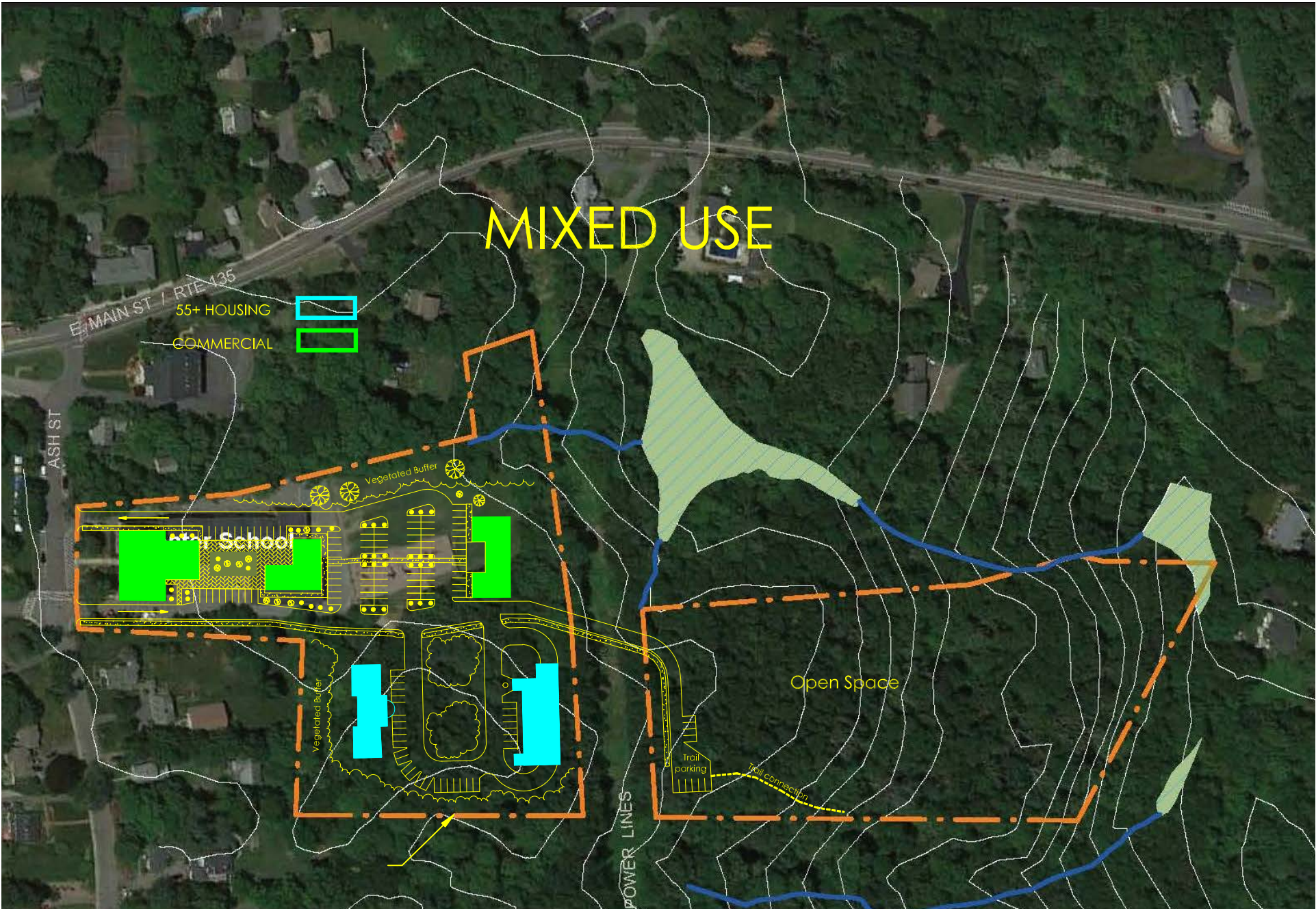
- Arts Gallery/Gift Store
- Arts Space/Workshop
- Clothing Boutique
- Coffee Shop
- Restaurants
- Jewelry Shop
- Specialty Foods
- Vitamin/Health Shop
- Wine Shop
- Bakery
- Day Spa
- Hairstylist
- Yoga
- Flower Shop
- Office Space (similar to 85 Main)
- Daycare/ Early Childhood Education

BY SPECIAL PERMIT

- Boutique Hotel
- Multi-Family Senior Residential (55+)



CENTER SCHOOL



FINANCIAL CONSIDERATIONS

Moving town hall functions to Elmwood will have a cost

- Ability to move in with limited renovations, system upgrades and cosmetic updates while the Town pays down other debt
- Major renovations could be planned in the long term budget

Property Tax Impact

- Development of Center School and existing Town Hall will generate tax revenue where no taxes are paid currently by municipal uses
- Age restricted housing will limit impact to town services (schools)
- Use of Elmwood for new Town Hall has no negative tax impact
- Consider local tax credits for improvements/maintenance of historic buildings to encourage upkeep and limit how many we need to demolish as they age

Income Generation to Offset Costs

- Sale of Center School and existing Town Hall will provide a one-time cash inflow to general fund that may be directed to upgrading Elmwood
 - Elmwood's 19 acres is large enough to subdivide and sell for some MBTA zoned housing. High \$\$ value to developer's but larger impact on town services (schools)
-

QUESTIONS AND COMMENTS?

