

How Programming Shapes the Hingham Center for Active Living

When communities plan a new public building, one of the earliest and most important steps is **programming**. Programming is the process of identifying what activities will take place in the building, how often those activities occur, how many people participate, and what types of spaces are required to support them. The results of this work guide the overall size, layout, and design of the facility.

What “Programming” Means in Facility Planning

For the Hingham Center for Active Living (CAL), programming refers to the range of services, classes, events, and daily activities the building is expected to support. These may include fitness classes, educational programs, social gatherings, arts and crafts, health and wellness services, and community events. Each activity has different space requirements, some require open areas for movement, others require quiet rooms for meetings or instruction.

The programming process identifies:

- **Types of activities the building must accommodate**
- **Number of participants typically involved in each activity**
- **Frequency and scheduling of programs throughout the day and week**
- **Special requirements such as storage, accessibility, technology, or equipment**

By gathering this information, planners develop a detailed list of spaces needed within the building.

ARCHITECTURAL PROGRAM

detailed space needs spreadsheet

Room/Space Name	Study Sq. Ft.	Study Size
Vestibule	140	10' x 14'
Lobby-Main Lounge	1,000	24' x 40'
Lounge	400	20' x 20'
Café/Kitchen	750	25' x 30'
Large Multi-Purpose Room	2,400	40' x 60'
Table and Chair Storage	340	17' x 20'
Teaching Kitchen	300	12' x 25'
Auditorium	1,950	49' x 40'
Classroom	1,462	34' x 43'
Clean Arts Room	960	32' x 28'
Dirty Arts Room	960	32' x 28'
Maker Space	960	32' x 28'
Cards Room	1,248	32' x 39'
Conference Room	396	18' x 22'
Equipped Fitness Room	1,000	25' x 40'
Exercise/Dance Studio with Storage	1,900	35' x 54'
Meals on Wheels Prep Room	261	14.5' x 18'
Director's Office	130	10' x 13'

Room/Space Name	Study Sq. Ft.	Study Size
Assistant Director's Office	120	10' x 12'
Administrative Assistant Office	110	10' x 12'
Outreach Coordinator's Office	120	10' x 12'
Program Coordinator's Office	120	10' x 12'
Office Assistant	110	10' x 12'
Transportation Coordinator's Office	150	10' x 15'
Volunteer Work Room	437	17.5' x 25'
Flex/Future Office	120	10' x 12'
Copy Room	100	10' x 10'
Staff Break Room	255	15' x 17'
Personal Services Room	120	10' x 12'
Nurses/Personal Services Room with Companion Restroom w/ a shower	188	10' x 11'
Reception	165	11' x 15'
Friends' Room and Storage	140	10' x 14'
Kitchen/Nutrition Coordinator	100	10' x 10'
Kitchen Assistant	100	10' x 10'

Room/Space Name	Study Sq. Ft.	Study Size
Greenhouse	240	15' x 16'
Maintenance Office/Storage	180	12' x 15'
Janitor's Closet	24	4' x 6'
Laundry Room	64	8' x 8'
General Storage	160	10' x 16'
Staff Restrooms	120	7.5' x 8'
Companion Restrooms	240	7.5' x 8'
Group Restrooms – Men A	266	10' x 28.34'
Group Restrooms – Men B	266	10' x 28.34'
Group Restrooms – Women A	266	10' x 28.34'
Group Restrooms – Women B	266	10' x 28.34'
Mechanical Room(s)	600	20' x 25'
Outdoor Storage	200	10' x 20'
Subtotal All Functions (Net)	21,904	
Efficiency Factor (28%)	6,133	
Total proposed Gross Sq. Feet	28,037	

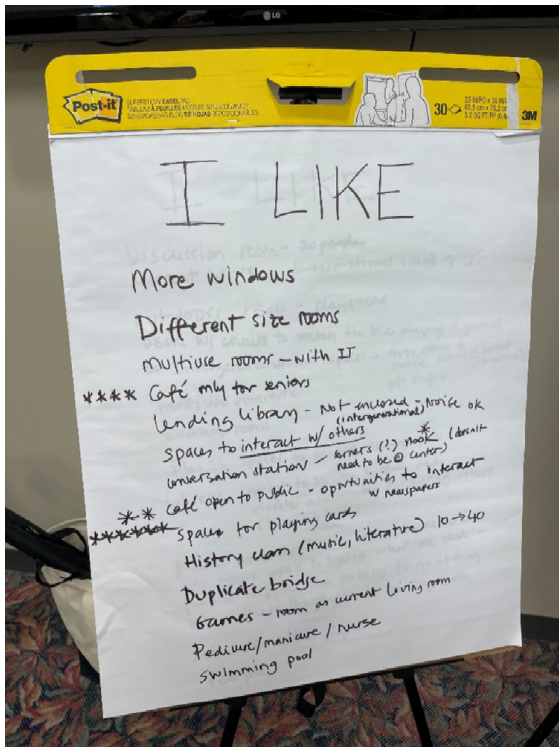
Programming Requested by Patrons

During the planning process for the Hingham Center for Active Living, input from patrons and community members was used to identify programs that residents would like to see offered. Some activities are accommodated in the existing facility, while others require space types that are currently limited or unavailable.

Examples of programs that patrons have expressed interest in include:

- **Additional fitness and movement classes, which require larger open studio space**
- **Arts and creative workshops, which benefit from dedicated studio areas and storage for materials**
- **Technology instruction and computer-based programs, which require flexible classroom space and reliable technology infrastructure**
- **Educational lectures and large gatherings, which require multipurpose space capable of accommodating larger groups as well as a variety of technologies.**

In the current space, the number and size of available rooms can limit how often these types of programs are offered or how many participants can attend at one time. In some cases, programs must be scheduled around other activities or held in spaces that were not originally designed for those uses.





How Programming Determines Building Size

The size of a facility is determined by the spaces required to host the identified programs. For example, a fitness class with 25 participants requires a larger room than a small meeting group. Similarly, a popular lecture or community event may require a multipurpose room capable of accommodating larger audiences.

When all program spaces are combined, they establish the **overall square footage** required for the building. This ensures the facility can support both current activities and anticipated future use.

Programming as the Foundation of the Project

For the Hingham Center for Active Living, programming serves as the foundation for the building's planning and design. The identified programs establish the types of spaces required, the number of rooms needed, and the overall scale of the facility. From there, architects and planners translate these requirements into a building design that can support the Center's services and activities.

Throughout the design process, the program remains a key reference point, ensuring the building is aligned with the activities and services it is intended to support while also allowing flexibility for future community needs.

Please Join the Conversation

The CAL project is the product of thoughtful community conversations and shared goals. As we move forward, your voice matters. We will be engaging you throughout the process and look forward to your questions and feedback. Visit the project website for up-to-date information—and sign up below to get these newsletters sent to your inbox.

[Sign Up for Project Newsletters](#)

[CAL Building Project Website](#)

Center for Active Living Building Committee: Tom Carey (Chair), Beth Rouleau (Vice-Chair), Vicki Donlan, Joseph Kelly, Paul Healey, Jean Silverio, Steve Young, Jennifer Young (CAL Director, ex officio, non-voting member)

Council on Aging (COA): Joe Nevins (Chair), Sara Smithson (Vice-Chair), Rory Earley, Ethel Franks, Karen Johnson, Lucinda King-Frode, Leon Merian, Joshua Ross, Jean Silverio, Elaine Ward, Megan Hansen