



MASTER PLAN

May 20, 2014

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Freeman|Major was retained by Fort Hill Presbyterian Church to provide design services within the context of the work of the Long Range Planning Committee and to create a master plan for future building renovations, alterations and additions. The process was precipitated by the need to renovate the existing 1961 education building. Freeman|Major's unique approach to pre-design services was used to uncover a broader context of cultural change inside and outside of the church providing a window on present and future ministry needs.

A Master Plan is a living document, based on knowledge and information available at the time. Making smart planning decisions now will put Fort Hill in a position to achieve future goals. Freeman|Major's approach to Master Planning uncovers real issues and lays the ground work for more successful outcomes. The master plan is not intended to restrict the ideas that will develop at each phase; it is intended to form the foundation for the design work that will follow. As the church grows and builds, the master plan will need to be adapted based on the knowledge available at that point in time.

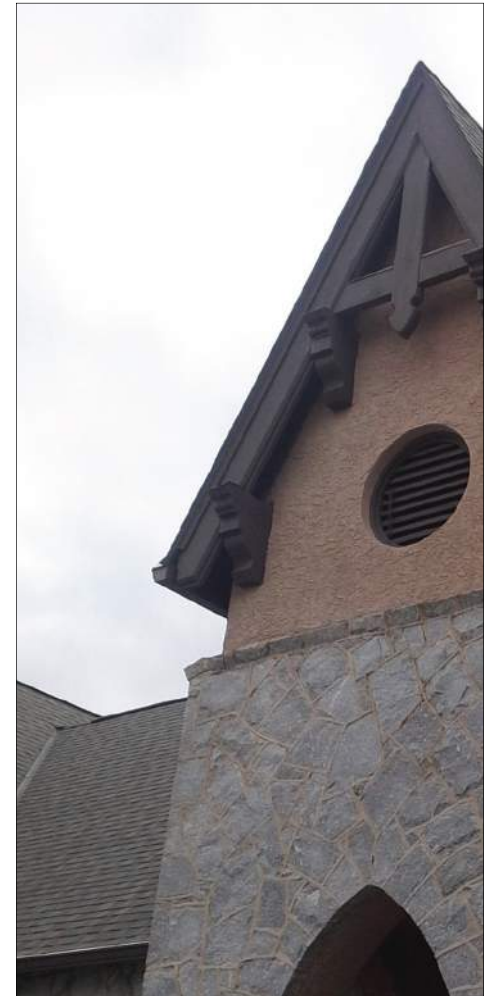
During the Master Planning process, Freeman|Major met with church leadership and the Long Range Planning Committee to understand critical success factors for the project. These critical goals included:

- renovating the existing education building
- improving parking
- improving arrival and way-finding for the church
- creating better utilization of existing space
- making existing rooms accommodate multiple uses
- increasing the handicap accessibility throughout the facilities
- creating future plans for a large multipurpose space for church wide functions.

On Saturday March 1, 2014, Freeman Major conducted an experience design workshop for fifty people representing Fort Hill staff, ministry leaders, and congregants. The workshop took participants through a series of exercises designed to develop empathy for members and non-members alike in order to understand the current experience of church members and visitors and rethink what that experience could be in the future. The workshop teams developed a persona and a scenario in order to better understand the process and problems related to attracting and retaining new church members. The goal of the workshop for Freeman|Major was to gain a deeper understanding of the values and priorities of the church as well as to understand existing facilities, problems, and future goals. The insights uncovered through the workshop will impact not only the facilities at Fort Hill, but also the church's operations as Fort Hill Presbyterian Church seeks to embody the characteristics of a transformational church.

The final step in the master planning process involved presenting various solutions to the committee and receiving feedback. Through a series of meetings and discussions, solutions were selected and developed. These solutions are presented in the pages that follow.

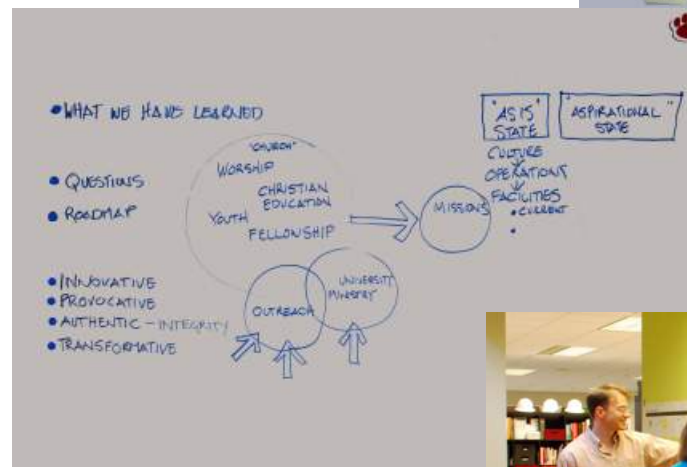
INTRODUCTION



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PRE-DESIGN Summary of Findings

Freeman | Major used several sources of information including a church wide online survey, a design workshop, and staff interviews to gather and distill information about Fort Hill Presbyterian Church. This information gathering process provided insights into the culture and facility needs of the church, thus guiding the master planning process.

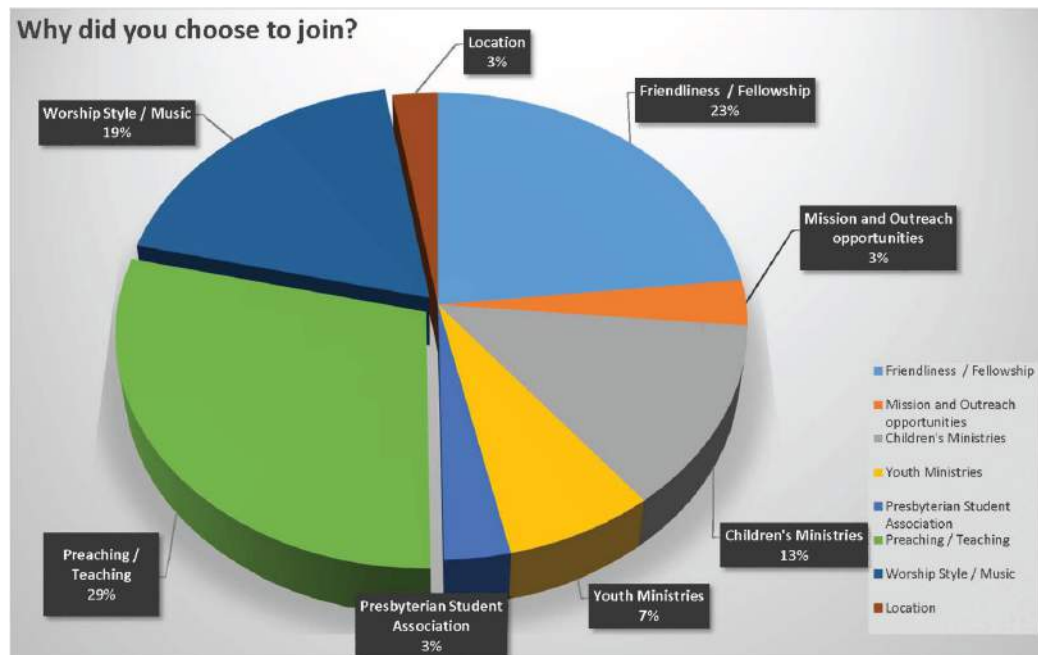
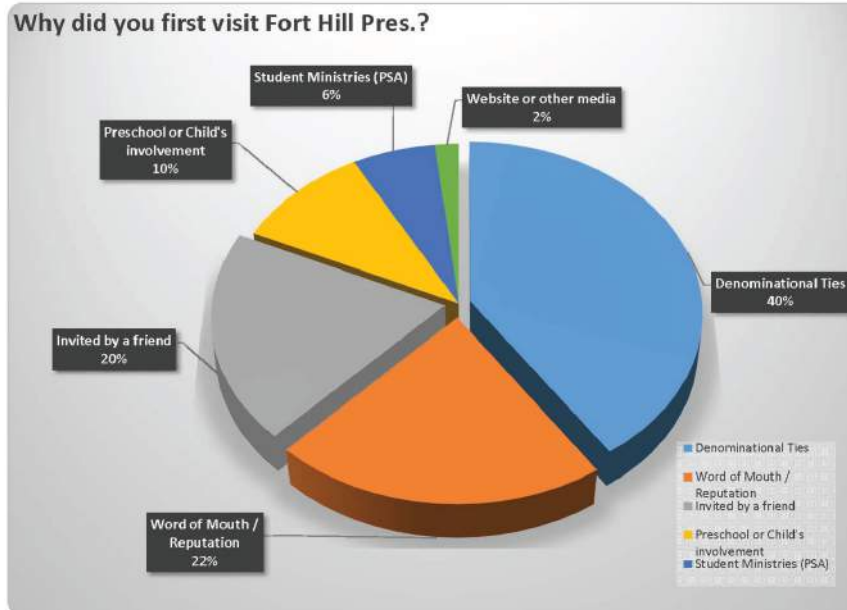


SURVEY Results

Through an online survey with more than 280 respondents, it was evident that Fort Hill Presbyterian Church has a reputation for serving the community and a desire to grow.

- Most new members are drawn to visit the church because of the warm and friendly congregation and strong denominational ties.
- The largest segment of new members join the church for the preaching, teaching and worship. Children and youth programs are also a large factor in people's decision to join the church.
- Spaces for children need upgrading the most and there is a large desire to improve all of the existing facilities.
- Space for large groups to meet for fellowship or recreation ranked highest in priority for future construction, while PSA, Youth and Outreach ranked highest among ministries that would benefit most from facility upgrades.

Note: Complete survey results may be found in Appendix A.



WORKSHOP Insights

In a four hour user experience workshop, church members and staff developed different personas, and created relevant church experiences to tell the story of their selected persona. These exercises helped them gain insights into the function of the church and to see the church facilities from a fresh perspective. All five of the groups chose the experience of a new church visitor and walked through a particular scenario from the perspective of their five different personas. The workshop participants were then able to identify areas where their persona engaged the church and where the church could improve the experience of the visitor and potentially impact the conversion rate of visitors to members. This empathetic process helped the participants translate the mission of the church to real life scenarios. The output from this process was the gathering of insights and ideas about how the church fulfills its mission through designing the experience of visitors and members alike.



WORKSHOP Insights

Freeman | Major analyzed the output from the workshop and summarized the findings as follows:

- Great youth space will help attract and retain young people which will impacting the whole family as a result.
- Way finding is a serious problem for visitors to the church. A comprehensive way finding plan should be designed.
- Welcoming facilities are necessary to put visitors at ease
- Parking improvements are a perceived need.
- A cool, comfortable space for the PSA large group meetings should be considered.
- Event-based outreach is an effective tool and should be enhanced by the facilities.
- Worship experience and sermons must be relevant to people's lives
- Warm, active, safe, reliable, intentional children's ministry is a key to keeping parents.
- Clear and easy arrival sequence would benefit all



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STAFF Interviews



Conversations with the staff of the church gave Freeman|Major Architects a nuts and bolts understanding of current facility conditions, how the buildings are utilized, and current and future ministerial programs.

Conclusions from Staff interviews

- Christian Education and Sunday school model is in transition.
- A successful Sunday school model will require adult commitment and training
- Space planning for undefined model is difficult
- Tartan hall is very under-utilized but due to its location and size, it presents great opportunities
- PSA is an important outreach ministry of the church a new facility should be given significant consideration
- Way finding is crucial to creating a welcoming environment for new visitors. Way finding includes signage, personnel, and logical building layout so that new people don't feel lost upon arrival. The court yard may present an opportunity to help with way finding.
- Accessibility is a significant problem and improvement in this area should be given high priority in each phase of the master plan. Consideration of a location for an elevator should be given top priority.

MASTER Plan



In looking at the overall goals and needs of Fort Hill Presbyterian Church, Freeman | Major architects presented several options for what to include in the Master Plan. These included various renovations to the existing buildings, construction of a new facility to house various ministry programs, solutions to increase parking by consolidating existing lots or new structured parking, and demolition and rebuilding a PSA facility on the site of the current building on college avenue. Of those options, the Long Range Planning Committee decided that two phases should be included.

Phase One includes renovations and additions to the three existing buildings

Phase Two includes construction of a new multipurpose space to house future expansion.



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EXISTING Campus

The existing campus is comprised of three distinct parcels of land.



OVERALL Master Plan

1. Phase 1 - Renovation of Existing buildings. Details of Phase One Construction is presented in the following pages of the Master Plan.

2. Phase 2 - New Construction of a multi-purpose building. Details of Phase 2 is presented in the following pages of the Master Plan.

3. Existing PSA Building to remain.

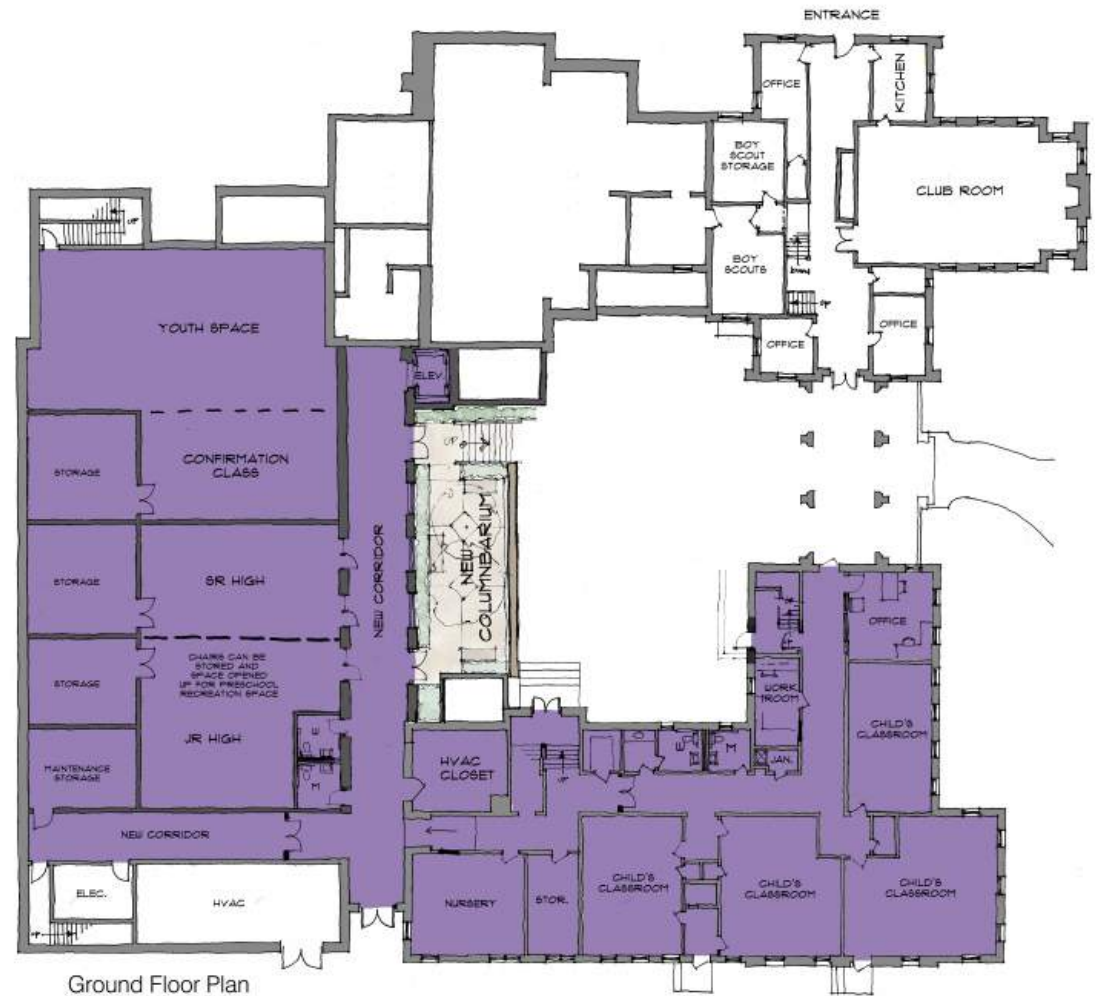
4. Existing Parking to remain.



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PHASE One

Phase One addresses existing facilities. By looking at maintenance issues, space utilization, and upgrading fixtures and finishes, Fort Hill Presbyterian can grow their ministry in a facility that better suits their operation and church culture.



Level One Floor Plan

PHASE One



Level Two Floor Plan

Freeman | Major divided this work in this phase to correlate with the three existing buildings. The Education Building, The Sanctuary Building, and The Administration Building.

Phase 1 construction will be scheduled sequentially so that church programs can be ongoing. While disruptions are to be expected with any renovation project, careful planning of the renovations in this phase will keep the ministry functions of the church to a minimum.



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PHASE ONE Program

Fort Hill Presbyterian Church Program of Spaces

Clemson, SC

Created:

5/1/2014

Revision

Space

| Space | Number Existing | Number occupants | S.F./ Occupant | Size (SF) | Preferred Adjacency | Comments |
|----------------------------------|--------------------|---------------------|-------------------|-----------|---------------------|--|
| Education Building | | | | | | |
| Upstairs | | | | | | |
| Choir Room | 1 | 61 | 15 | 920 | | Storage cabinets for robes and music |
| Gathering Space | 1 | 11 | 15 | 168 | | Coffee counter and soft seating |
| Adult Classroom | 1 | 28 | 15 | 416 | | flexible seating arrangements |
| Adult Classroom | 1 | 19 | 15 | 287 | | flexible seating arrangements |
| Adult Classroom | 1 | 15 | 15 | 224 | | flexible seating arrangements |
| Adult Classroom | 1 | 37 | 15 | 560 | | flexible seating arrangements |
| Child's Classroom | 1 | 16 | 35 | 544 | | |
| Music Director's Office | 1 | 1 | 100 | 98 | | |
| M/W Restrooms | 1 ea | | | 50 | | |
| Storage closet | 1 | | | 30 | | |
| Downstairs | | | | | | |
| Child's Classroom | 1 | 16 | 35 | 561 | | provide lockable storage |
| Child's Restroom | 2 | | | 60 | | |
| Child's Classroom | 1 | 14 | 35 | 492 | | provide lockable storage |
| Child's Classroom | 1 | 12 | 35 | 408 | | provide lockable storage |
| Child's Restroom | | | | 25 | | |
| Sunday School Storage | 1 | | | 46 | | |
| Nursery 1 (infants) | 1 | 10 | 35 | 341 | | provide changing table and lockable storage |
| Nursery 2 (1-2's) | 1 | 10 | 35 | 357 | | provide changing table and lockable storage |
| Teacher Workroom | 1 | 1 | 100 | 105 | | |
| M/W Restrooms | 1 ea | | | 50 | | |
| Preschool Director's office | 1 | 2 | 100 | 217 | | may be shared with Sunday School Administrator |
| Maintenance Closet with mop sink | 4 | | | 20 | | |
| Sanctuary Building | | | | | | |
| Upstairs | | | | | | |
| Sanctuary | 1 | 468.125 | 8 | 3745 | | sound shell for the choir should be considered |
| Balcony | 1 | | 8 | | | |
| M/W Restrooms | 1 ea. | | | 60 | | |

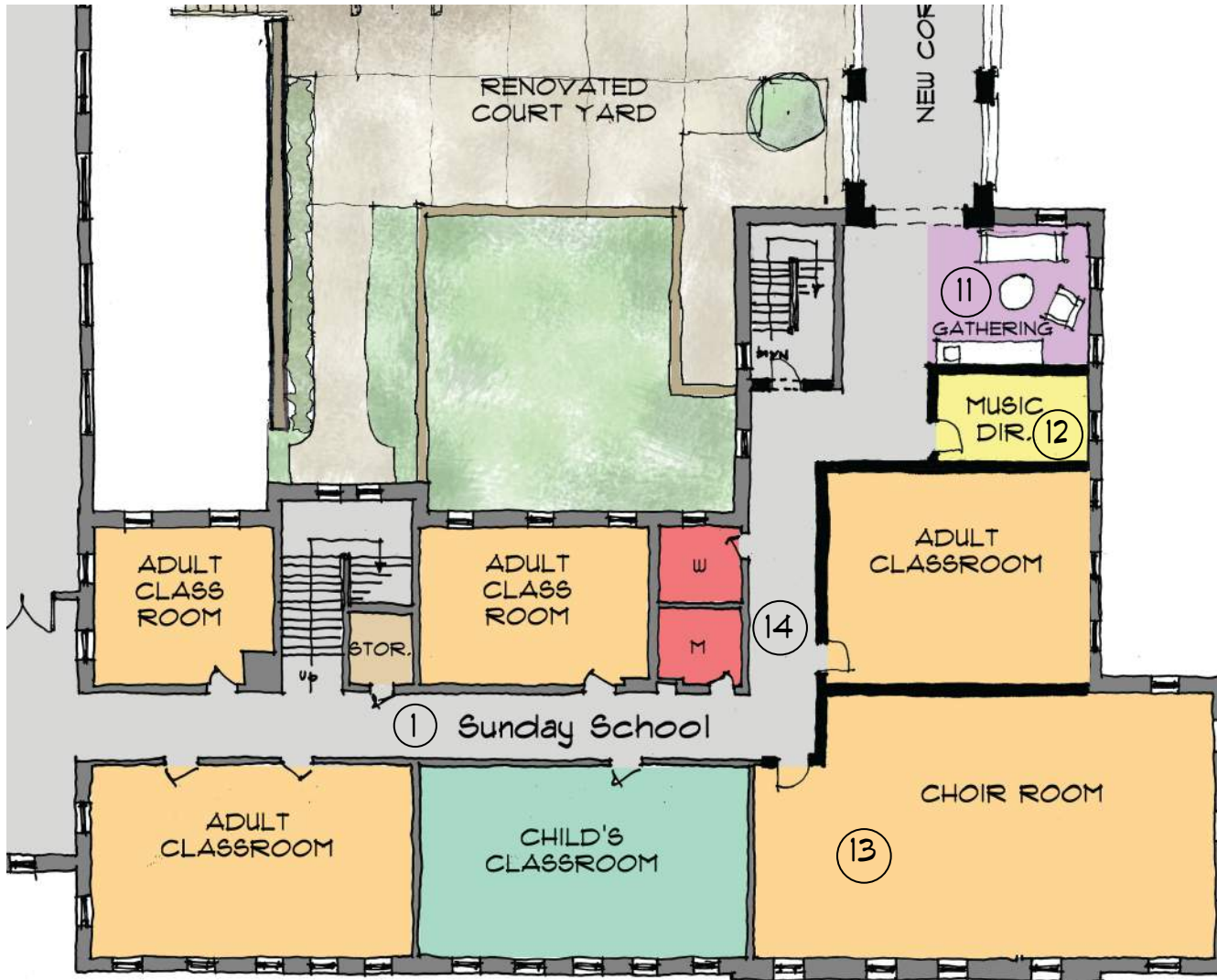
| Space | Number Existing | Number occupants | S.F./ Occupant | Size (SF) | Preferred Adjacency | Comments |
|--------------------------------|-----------------|------------------|----------------|-----------|---------------------|---|
| Sacristy | 1 | | | 104 | | |
| Storage Closet | 1 | | | 104 | | |
| Narthex | 1 | 156.8 | 5 | 784 | | |
| M/W Restrooms | 1 ea | | | 140 | | |
| Downstairs | | | | | | |
| Jr High Classroom | 1 | 48 | 15 | 714 | | movable partitions to allow for flexibility |
| Sr High Classroom | 1 | 41 | 15 | 608 | | |
| Confirmation class | 1 | 37 | 15 | 560 | | moveable partitions to allow for flexibility |
| Youth Hang out space | 1 | 35 | 35 | 1235 | | open space to allow for visual monitoring |
| Maintainance office/storage | 1 | | | 225 | | |
| Preschool Equipment storage | 1 | | | 252 | | |
| Youth Storage | 1 | | | 306 | | |
| General Storage | 1 | | | 324 | | |
| M/W Restrooms | 1 ea | | | 50 | | |
| Administrative Building | | | | | | |
| Upstairs | | | | | | |
| Copy Room | 1 | 1 | 150 | 202 | | noise is an issue, isolate |
| Office | 1 | 2 | 100 | 208 | | |
| Office | 1 | 2 | 100 | 156 | | |
| Office | 1 | 1 | 100 | 133 | | |
| Conference room | 1 | 30 | 15 | 444 | | |
| Office | 1 | 1 | 100 | 94 | | |
| Storage Closet | 1 | | | 60 | | |
| Office | 1 | 1 | 100 | 117 | | |
| Server | 1 | | | 85 | | server room cannot be moved |
| Restroom | 1 | | | 50 | | |
| Computer/server room | 1 | | | 85 | | |
| Tartan Hall | | | | | | |
| Kitchen | 1 | 2 | 50 | 117 | | |
| Table/Chair Storage | 1 | | | 216 | | ensure doors are adequate for chair racks and tables. |
| Tartan Hall | 1 | 132 | 15 | 1980 | | |
| Downstairs | | | | | | |
| Office | 1 | | 100 | 104 | | |
| Boy Scout Storage | 1 | | | 150 | | |
| Boy Scout Room | 1 | 5 | 35 | 168 | | |
| Office | 1 | 1 | 100 | 85 | | |
| Office | 1 | 1 | 100 | 121 | | |
| Restroom | 1 | | | 50 | | |
| Club Room | 1 | 61 | 15 | 912 | | |
| Kitchen | 1 | | | 117 | | |



EDUCATION Building

1. Remove Asbestos throughout the education building
2. Renovate all first floor classrooms. Include lockable storage and sinks in each classroom.
3. Include changing tables per DSS requirements in Infant and Toddler classrooms.
4. Update Adult Rest rooms to meet ADA requirements.
5. Convert existing toddler classroom to new office for preschool and children's Christian education staff.
6. Convert existing storage room to preschool teacher workroom.
7. Convert existing preschool office to preschool storage room.
8. Add door to corridor to secure the preschool from the rest of the facility
9. Add exterior door to stair to allow egress from the upper level without passing through the preschool wing.
10. Renovate Janitor's closet for better utilization of existing mop sink.
11. Re-configure the upper education building to allow for new connector bridge and gathering space at the end of the hallway.
12. Add music directors office.
13. Combine existing adult classrooms to create a new choir room.
14. Renovate rest rooms to meet ADA requirements.
15. Replace existing HVAC system.





EDUCATION Building

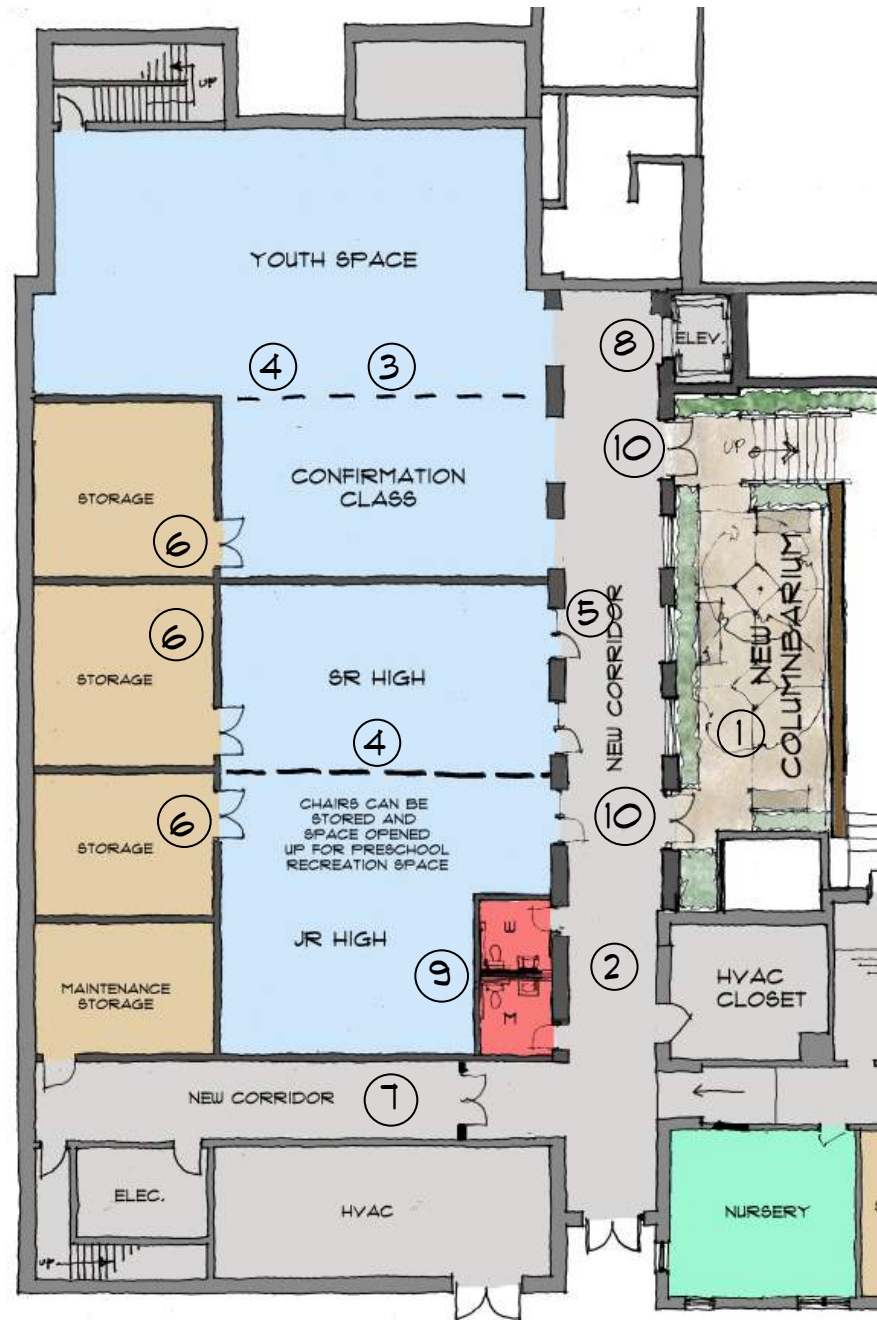
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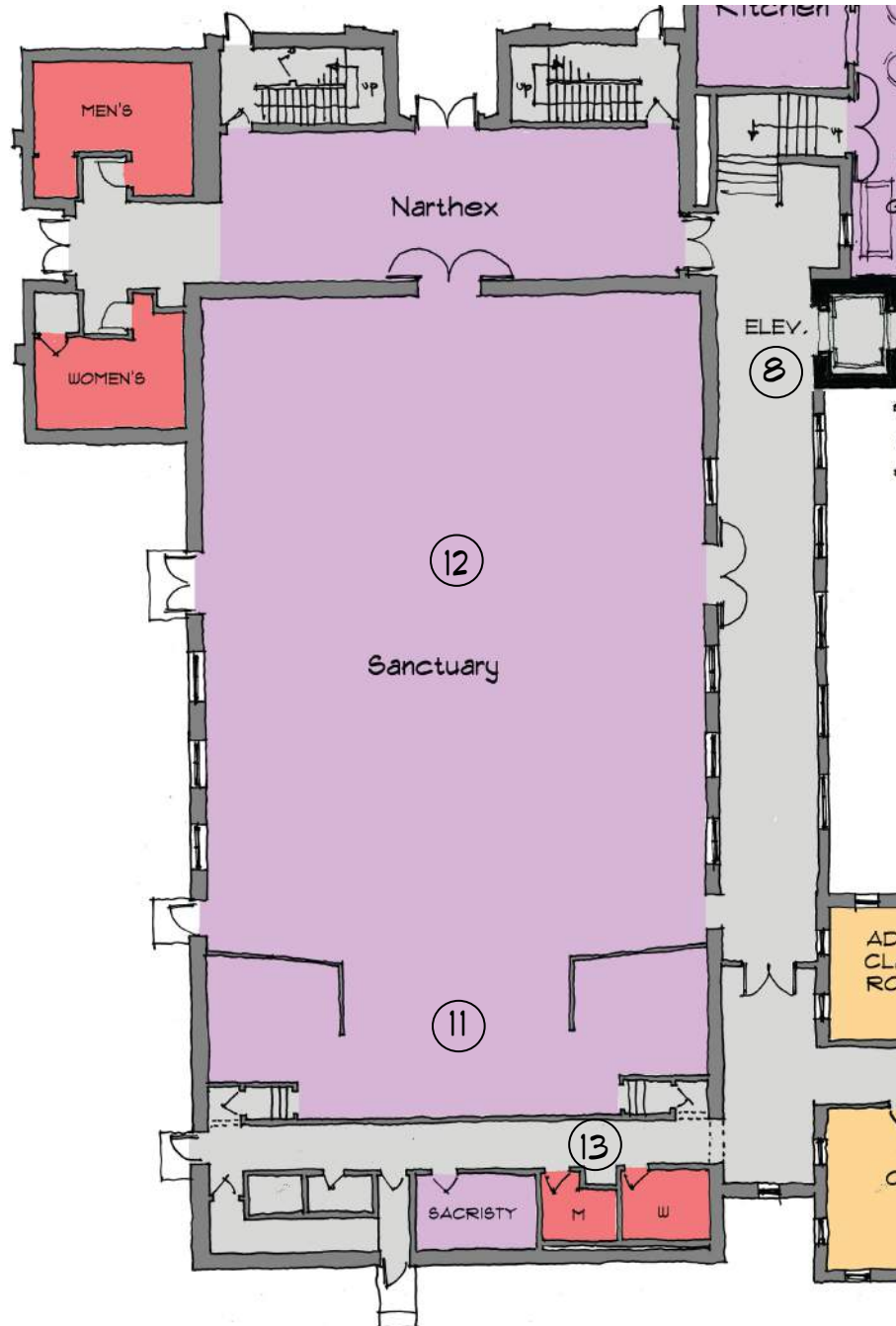
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SANCTUARY Building

1. Move Columnbarium out to new garden area.
2. Enclose arcade to create new corridor.
3. Remove wall to open up youth space.
4. Install movable walls to divide spaces and make it more flexible space.
5. Use glass doors and sidelights to increase natural light and supervision in new classroom spaces.
6. Build storage rooms opening off of each classroom.
7. Close off corridor and limit access where low hanging ducts interfere with path of travel.
8. New elevator to connect all three levels of the existing buildings.
9. Add ADA accessible rest rooms.
10. Add new doors to access new columnbarium.
11. Re-configure the Chancel area to enlarge choir capacity and increase the flexibility.
12. Address the sound system in the sanctuary.
13. Renovate the existing rest rooms to meet ADA accessibility.



Ground Floor Plan



SANCTUARY Building

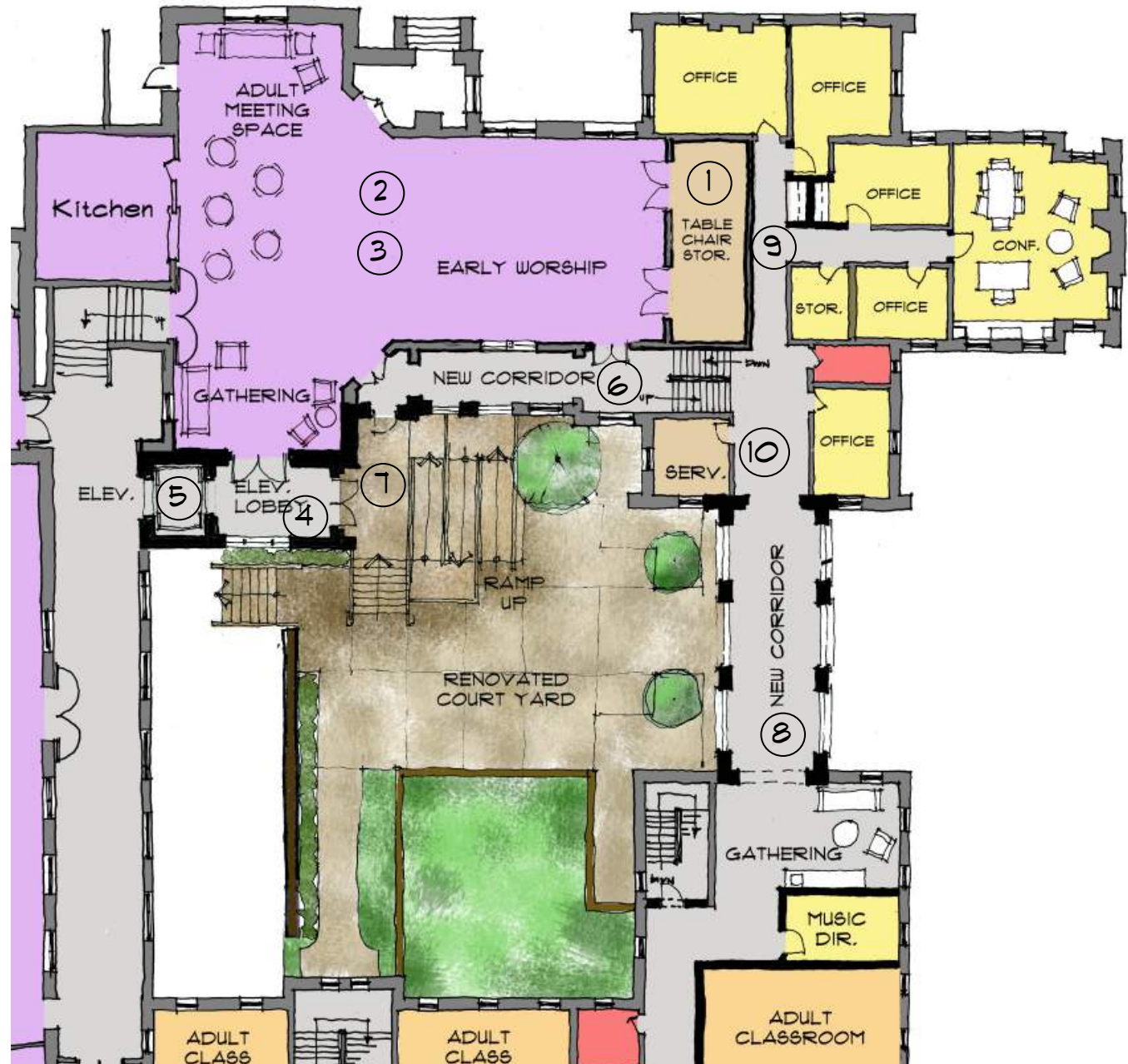
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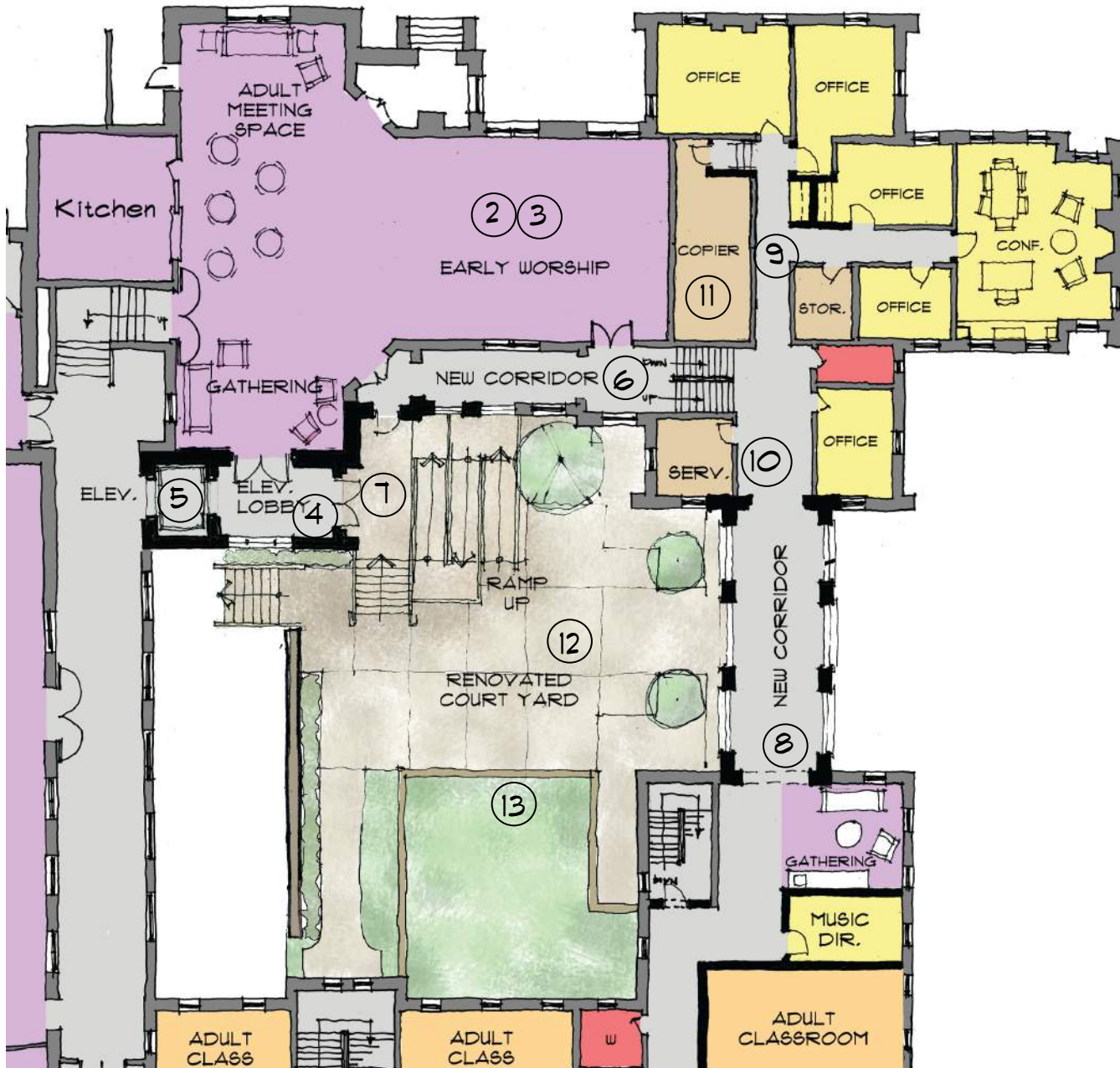
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ADMIN Building & Tartan Hall

1. New table and chair storage at balcony end of Tartan Hall.
2. Renovate Tartan hall to address existing water infiltration issues.
3. Rearrange current layout to facilitate worship services and encourage utilization for gathering space.
4. Relocate existing stained glass window.
5. Construct new 3 stop elevator and lobby to provide accessibility to all levels of the existing facility.
6. Enclose existing porch to create a new circulation path.
7. Construct new porch, stairs, and ADA ramp as an accessible connection to the courtyard.
8. Create new corridor from upper floor of the administration building to the upper floor of the education building.
9. Re-configure offices to better utilize available space.
10. Server room to remain so that network wiring can remain intact.
11. Create new stairs and platform for new copier/workroom above new table and chair storage room.
12. Level courtyard to be uniform and eliminate steps.
13. Create new seating wall to allow internment area in court yard to remain undisturbed.



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PHASE Two

The strategy for Phase Two was the result of the responses to the church survey and discussions with the Long Range Planning Committee. Phase One is focused on maximizing the use of existing space, including the necessary building alterations to make Tartan Hall serve as a flexible multi-use and gathering place. This Phase One work takes some of the pressure off of the need for multi-purpose space, including providing a great space for the Presbyterian Student Association's large group meetings and events. The Long Range Planning Committee elected to leave the exact use of the Phase Two building somewhat undefined. Uses that have been considered include:

- Multi-purpose Gathering Space
- Recreation Space
- Warming Kitchen and Food Service Area
- Music Suite
- PSA
- Education Space
- Covered Vehicular Drop-off Area
- Rest Rooms



PHASE Two

Freeman|Major explored three primary locations for a Phase Two building before selecting the location indicated on the master plan. The shape and exact configuration, as well as, the functional requirements of the building will be developed in the future when it is time to grow into new space. Additional parking and an outdoor terrace may also be included in this phase.



Future work, either as a part of Phase Two or a later phase, may include the re-design of the parking areas across Sloan Street, and the demolition of the existing PSA building to make room for more parking.



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Freeman | Major Architects would like to thank Fort Hill Presbyterian Church for the opportunity to work with this on this important project.

Thank you,
Freeman | Major Architects



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