INDIANA EASTER SEAL SOCIETY
CAMP KOCH - OUTDOOR CENTER
CANNELTON, INDIANA

Thesis Book by:
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INTRODUCTION

My first thoughts for a thesis project were of exploring the ideas of a farm. The project could be something that would symbolize the ideas and values a farm stands for and it could even look deeper to the organization, relationships and forms in the farm. I had wanted to do a project that took a piece of rural vernacular architecture or something that is beautiful not because it tries to be, but beautiful because it has a direct connection to what its purpose is, and study that something. I wanted to look and understand how something could be beautiful because it was formed out of specific needs and built by people with no formal knowledge of "architecture", but instead created what they needed. I thought that I may be able to use those lessons in the design of a new piece of architecture. Possibly it could be in an urban setting, and may be used to educate people about the farm, and in some ways keep it alive. It could educate people about the beauty, history, and American roots found in the farm. Yet it could be geared toward the youth of our country, and maybe it could become some type of learning center, some type of home.

Therefore, I began to consider the idea of "home" and what it encompasses. I think the home, maybe more important than any other type of architecture, especially for the individual, is something that is yours and yours alone, being an extension of yourself. I developed the idea of a learning center for children that may be some sort of camp. And so the whole issue of a temporary home was introduced.

I began to question how architecture can create a place that makes one feel it is home (with a sense of belonging and ownership) even though it is only a temporary place to stay. This question was and still is very personal to me in many ways as I have felt in the past few years I have had many temporary homes, yet no specific home. Can one create a temporary home that does not feel temporary, what is a surrogate home and what is it about a farm that feels like home?

And then very appropriately the project of Camp Koh
Outdoor Center was introduced to me, and quickly became the forum in which to explore these ideas, bring them together, and answer some of my questions. With the project came an additional challenge: working with not a hypothetical situation, but a very real project—the design of a new Camp Koch, a real site in Ganneith, Indiana, and a real client: the Indiana Easter Seal Society. This additional challenge carried even more importance as I began to realize my future in the profession and began to realize that I very seriously intend to practice architecture.

Therefore, with a topic and the idea of 'home', the project was defined and I began to design.
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Architectural Design Thesis Proposal
Fall 1990
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Indiana Easter Seal Society
CAMP KOCH OUTDOOR CENTER
Cannelton, Indiana

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ABSTRACT

The project is to design a new Easter Seal camp working with the camp personnel and visitors at the existing facility of Camp Keesh in Troy, Indiana. The need for this new camp is apparent as the existing facilities are inadequate, outdated, and in need of much repair. The primary use of this camp is to provide a place for those campers to experience nature and individual and group living in an atmosphere that provides a break from daily routines of everyday life. The camp will also be considered a retreat center for various groups in the region so that the facility may be used on a yearly basis while providing additional revenue. Although most of the handicapped campers do not have life threatening illnesses, the physical impairments should be taken into consideration in the design of the camp so that the overall experience may be an enjoyable one for the campers. The camp is a place where many Easter Seal adults and children return year after year. Therefore, the design should address the issue of this temporary setting achieving a sense of home through the architecture. The qualities and characteristics of the notion of "home" will be explored in the project. The design of the camp will strive to achieve a sense of overcoming new physical challenges in a group atmosphere and interaction with the natural environment. Overall, the camp needs to speak humanistically to campers in a caring manner. The camp will provide adequate accommodations, activity areas and ancillary spaces for the campers who attend two week sessions, the weekend retreat groups, and the support staff. The new location for the camp is on a hill outside of Connerstown, Indiana overlooking the Ohio River. The community looks over the camp in a nurturing manner. This nurturing manner of architecture is not something that is often glamorized, but should be considered of much importance. One existing camp for terminally ill children in Connecticut is used as a precedent for the project. Besides other camp precedents, research for the project has and will focus on connections between people and their immediate environment, and most important how architecture can achieve a sense of home for the users and those experiencing the temporary setting of the camp.
Issues and Position

Architecture has the power to exert an attitude towards those experiencing it. Therefore, I think we as designers have a responsibility to be especially careful in creating architecture that has an appropriate message of consideration for those people living, using, and experiencing the environments we have designed. In choosing a project to evolve as a thesis, I began to ask myself what I thought about architecture and what architecture should be. Before answering that question, I answered what I thought it should be. That is that architecture should not just be for those buildings that most people consider important or just for those buildings that are of public interest. It should not be boastful or arrogant for its own sake, nor brutal or impersonal for the sake of an idea. The answer to my first question then came as architecture is for people and should be humanistic while creating a sensitivity and caring towards those people experiencing it. The design of those humble places I found how they can be architectural, began to interest me. In looking at the idea of caring architecture, the home comes to mind. Because the home is the most caring, nurturing example of architecture we have. The importance of explaining the home is apparent as one realizes that the place where one lives is his very personal architecture, as he forms it, and it is likewise forms him. In looking at the idea of homes, characteristics and feelings of home, along with the rituals, emotions, events, materials, perceptions, scale, and intimacy associated with them, become very important in the design of any place that wants to achieve a personal sensitivity to its people. The home can be studied on a personal, family, level, local and regional level. The architecture can provide that sense of home either passively or actively, as it starts to inspire feelings of home and encourages new events to happen there. The character and quality of home in architecture starts to give a place meaning and meaning on a personal, group, and even cultural level. And so I ask if these qualities, characteristics, and ideas associated with the home can be used to design a place, to give a place a sense of home even if one is not staying there. For any place that one lives, for whatever amount of time, becomes extremely important especially how one feels a sense
of belonging, investment, ownership and personal connection with that setting. In designing this temporary place of dwelling the idea of a camp was formed. A camp for those who meet unnecessary struggles in everyday life and provides a place that exerts caring, sensitivity and humanity.
DESIGN OBJECTIVES

The following objectives are what I would like to achieve in this project. These objectives will be worked on simultaneously throughout the entirety of the project and in all phases of the schedule shown below:

To design a camp that becomes more than a temporary dwelling place as it speaks with the sensitivity of home through the architecture.

To provide connection, accessibility, and opportunities with nature for all users, through the organization and architecture of the camp.

To build within the natural setting without destroying or taking away from it.

To achieve a spirit of craftsmanship in the architecture that speaks on a personal and caring level to the users.

Semester schedule in weeks: 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15

- Project and code research
- Initial conceptual ideas for character and layout
- Final conceptual ideas of individual buildings and site design
- Revise and Refine project
- Presentation
- Compose Thesis Book
The project will be the design of the Estevan Seal camp with its primary responsibility to those physically challenged. Summer campers from ages 8 to adults and support staff. However, the design will also consider the camp for use as a retreat/ conference center during the off seasons. The image of the camp should be one that is responsive to the idea of a regional architecture that gives a sense of a regional home. The necessary areas should be organized in a manner to allow close supervision of activities, yet enough space to experience the site and accomplish relationships between indoor/outdoor areas. Therefore, the camp is not one massive building, but instead a complex of buildings that speak in totality to the idea of home. The major areas for the camp will be as follows:

- **Group Center Hall**: for large groups up to 250 people, used for dining and various activities and conference areas on restricted, with access to kitchen and outdoor areas.
- **Sleeping Areas**: a series of chambers that contain accommodations for up to 50 people in small groups, with attached buffing facilities.
- **Administration**: to contain offices, workrooms, and conference areas for staff and reception areas for the public.
- **Infirmary**: a place to distribute daily medication and first aid.
- **Nature Area**: activity area and workrooms for small groups, focusing on gardening, animals, and observations.
- **Creative Arts**: activity area and workrooms for small groups focusing on creative, fine, and performing arts.
- **Pool/Bath House**: pool for large groups and bath house with entry.
- **Staff Housing**: for full-time residents and their families.
The camp will be located on the outskirts of Cannelton, Indiana on top of a hill overlooking the Ohio River. The plateau of the site is reached by a steep road that climbs the hill from the main road between the cliff and the river. The entire area is wooded, with only a small clearing at the top where a previous public observation existed. This clearing overlooks the Army Corp. of Engineers locks and dam in the river. The dam provides a soothing background sound of running water in the distance.

The camp was previously located on a hill and the new camp will also be located on a hill. This has had symbolism and significance to Camp Kesh in the attitudes of the values toward overcoming many challenges. The location offers mystical qualities to this idea. Therefore, the challenge course is of extreme importance in offering an opportunity to overcome and push one's self beyond limits.

The cost to keep the camp in operation cannot be covered by the campers' donations; therefore, other donations from the Easter Seal Society and individuals became important to the camp. Fortunately, there is an extreme spirit of giving from the surrounding chain of towns (Troy, Tell City, and Cannelton). Many community groups are helping to donate their time, energy, and resources to Camp Kesh. This generosity should be considered in the design of the camp and how it relates to these communities.
ANALYSIS OF PRECEDENT

As an analysis of precedents will be one aspect in the process of design; various facets of research have led to one particular camp that can serve as a precedent to the thesis project. Although only a few camps have received public attention for their design, this one in particular has very well deserved this attention and seems to relate to similar issues of this design project. The camp is the "Hole in the Wall Gang" camp in Ashford, Easton Connecticut designed by Hammond, Bohby and Barlow. The summer camp is for children with cancer and other life threatening illnesses, primarily conceived and funded by Paul Newman. Its imagery rejects the institutional scene that many of these children face everyday and instead literally transforms itself into the theme of a wild west town. In a rustic setting, it becomes responsive to the needs of camp and the natural environment. It becomes a stimulating environment with vivid colors and tactile materials. The buildings in the complex are not standardized, each has a unique image, yet they all contribute to the overall character of the camp. The camp's main objective is to provide a place where children can have a good memorable time to help them through their daily struggle for life.


In deciding upon the feeling and character for the camp, I first needed to understand how the camp functioned and some of the ideas and goals of the Indiana Easter Seal Society. Much of this information was gathered from the existing Camp Koch in Troy, Indiana.

The existing camp is designed to provide not only fun, recreational experiences to hundreds of children and adults with disabilities, but also challenges campers to grow emotionally, socially, and spiritually. Under the guidance of carefully trained staff, campers are given the opportunity to function as independently as possible and to play a role in a special family group.

The camp has varied activities that help to build skills and self-confidence. Among these is the nature program, which helps campers to become more comfortable in the natural environment and gain a greater understanding of the world in which we live. Hiking, nature studies, field trips, and conservation projects as well as gardening are incorporated in the program. The creative arts program gives campers the opportunity to express themselves through fine and performing arts. And swimming for recreation and therapy is a daily aquatic activity. Therefore, physical development as well as participation with nature is highly stressed.

The campers' daily schedule is currently as follows:

- 7:30 am: Rise and shine
- 8:00 am: Breakfast
- 9:00 am: Club I
- 10:00 am: Club II
- 11:00 am: Return to top of the hill
- 12:00 pm: Lunch
- 1:00 pm: Rest hour
- 2:00 pm: Activity I
- 3:00 pm: Activity II
- 5:05 pm: Top of the hill
- 5:15 pm: Dinner
- 6:15 pm: Free play
- 7:30 pm: Evening program
- 9:00 pm: Hit the sheets

The clubs are designed to allow campers to make individual
choices while interacting as part of a group that is separate from their normal camp group. They may include: camping, music, gardening, newspaper, bible, sports, swimming, games, drama, book, painting, etc.

Currently, the camp is organized so that there is one counselor per every five campers. This group stays together throughout the 10 day camp period. The current camp offers dorms for up to 15 campers per session which include adults, 12-16 year olds, 16-20 year olds (two sessions), and the mentally disabled.

The following diagram illustrates the layout of the existing camp.
These facts were instrumental in understanding how the camp works which lead to the development of the program for the new camp.
PROGRAM
INDIANA EASTER SEAL SOCIETY
CAMP KOCH - OUTDOOR CENTER
CANNELTON, INDIANA
INDIANA EASTER SEAL SOCIETY
CAMP KOCH - OUTDOOR CENTER
CANNELTON, INDIANA

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The project has come about from the needs of Camp Koch to improve its spaces in order to fulfill campers' needs. In assessing the existing facilities in Troy, Indiana, one can see that they have become inadequate, outdated and in need of much repair. Therefore, a site in Cannelton, Indiana several miles away has become the location for the new camp. This new camp will accommodate up to 150 campers per session and be open as a retreat center during the off season. Since the Indiana Easter Seal Society (a non-profit organization) does not reject any camper due to ability to pay, much of the camper cost is absorbed through donations. However, as a conference and retreat center, Camp Koch has the potential to economically survive on its own. The camp has been in operation since 1939 and serves campers from all over the state of Indiana as well as neighboring states, and has always worked towards the goal of physical, mental, and spiritual betterment of campers. Therefore, this architecture needs to respond in a caring manner to those individually.

In looking at the idea of caring architecture, the home comes to mind, because "home" is the most caring, nurturing example of architecture there is no matter what its language. The importance of trying to achieve this sensitivity is even more apparent as one realizes that the place where one lives is his very personal architecture as he forms it, and it forms him. The design should be approached with the attitude that architecture can be for the forgotten, quiet, and humble, people and places. Therefore, the program deals with tangible issues but also softer issues that should interact produce a soft, gentle architecture.

Special thanks is to be given to the director, summer director, staff and users of Camp Koch for their abundance and willingness of help and input.
The project is to become a new Easter Seal camp that provides a place for campers to experience nature, on a group and individual basis, in an atmosphere to encourage physical growth and development. The camp will also be considered a "retreat" center for various groups in the region, so that the complex may be used on a yearly basis while providing additional revenue. Although most of the campers do not have life threatening illnesses, physical and mental disabilities should be taken into consideration in the design of the camp, so that the overall experience of the camp is rewarding to all users.

The camp will provide adequate accommodations, activity areas, and ancillary spaces for the campers who attend two week sessions, the weekend retreat groups and the support staff. Spaces are grouped into clusters, that are composed of enclosed, semi-enclosed and exterior spaces. The total net of of these clusters is 84,600 ft² for enclosed areas and 11,700 ft² for semi-enclosed areas. The estimated project cost total becomes $3,952,610.

Since the camp is a place where many Easter Seal adults and children return year after year, the design should address the issue of this temporary setting, achieving a sense of home through the architecture. The qualities and characteristics of the notion of "home" should be developed. The design will strive to also achieve a sense of overcoming physical challenges in a group atmosphere while simultaneously providing nature experiences. Overall, the camp needs to speak humanistically and in a caring manner to its users.

The new location of the camp is on a hill outside of Carrollton, Indiana, overlooking the Ohio River, and provides opportunities for experiences that have lasting meaning and memory.
**ENTRY PAVILION**

**FUNCTION:** Provides reception and welcoming area for campers and retreat groups. Provides a point of orientation and entry to the entire camp.

**ACTIVITIES:** Drop off and pick-up of campers and retreat groups, waiting, information center, greeting point, meeting of staff and visitors.

**USERS:** Campers, counselors, staff, retreat groups and leaders, visitors.

**TIME:**
- Summer: 24 hours a day
- Winter: 24 hours a day

**LIGHTING:** Natural daylight, well-lighted for night orientation. Covered area to provide shade.

**ACOUSTICS:**

**THERMAL:** Open for air circulation, provide protection from winter winds.

**FURNITURE:** Benches, information stand, camp map.

**EQUIPMENT:** Benches, information stand, camp map.

**VIEWS:** Provide a visual hint of camp organization and experience through framed views to major centers in camp. Able to be seen as an orientation point.

**AUXILIARY SPACES:**

**ADJACENT SPACES:** Gathering hall, administration, overlook, and nature trails.

**SPECIAL CONSIDERATIONS:** Provide camp name and logo.

**IMAGE/CHARACTER:** Will be the first impression of camp. Should put campers and visitors at ease by presenting a welcoming, friendly, warm atmosphere, while also providing a strong icon for the camp.

**AREA:** 1200 sq ft

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**SPACE REQUIREMENTS**
DINING HALL

FUNCTION: Provides main dining area, entry to gathering hall and large conference center.

ACTIVITIES: Eating, large group activities and gatherings.

USERS: Up to 180 campers, counselors, staff, retreat groups and leaders, and visitors.

TIME: Summer 7:30 am - 9:00 pm
Winter 8:30 am - 10:00 pm

LIGHTING: Natural day light, control of day light admitted for video projection, soft, warm ceiling and wall fixtures with zones created by lighting. Provide dimmer to control varying light levels.

ACOUSTICS: Comfortable for one person to project voice to small groups or larger groups with a microphone. Able to hold small group conversations simultaneously, prevent echoing.

THERMAL: HVAC, comfortable for various activity levels. Protection against drafts.

FURNITURE: Tables, chairs, piano.

EQUIPMENT: Pay phones, projection screens, coat hooks.

VIEWS: Framed views in and out to major centers in camp and natural setting. Able to be seen as a focal point in the camp.

AUXILIARY SPACES: Conference areas, patio, serving line, public restrooms.

ADJACENT SPACES: Entry pavilion, creative arts, nature studies, administration.

GATHERING HALL

SPECIAL CONSIDERATIONS: Centralized hearth and fireplace, space divisible into several smaller spaces, washable floor surface.

IMAGE/CHARACTER: Flexible for structured or informal gatherings with zones created for public, semi-public and semi private spaces within the whole. Should be receptive to conference areas becoming part of this space. Comforting and secure atmosphere.

AREA: 1500 sq
CONFERENCE AREA

FUNCTION: Gathering space for camp groups or retreat groups, additional dining.

ACTIVITIES: Indoor camper activities, meetings, discussions.

USERS: Up to 24 campers, counselors, staff, retreat groups, and leaders.

TIME: Summer 9:30 am - 9:00 pm
Winter 8:30 am - 10:00 pm

LIGHTING: Natural daylight, soft, warm ambient lighting adequate for reading, provide dimmer for control of varying light levels.

ACOUSTICS: Privacy for group discussions, acoustic separation from other spaces due to audio equipment.

THERMAL: HVAC, comfortable for sitting.

FURNITURE: Segmented tables, chairs.

EQUIPMENT: Projection screen.

VIEWS: Out to natural setting, visual link to dining hall.

AUXILIARY SPACES: Dining hall, remaining conference areas, public restrooms.

ADJACENT SPACES:

GATHERING HALL

SPECIAL CONSIDERATIONS: Able to be opened to dining hall and other conference areas to produce various sized gathering areas.

IMAGE/CHARACTER: Informal with a degree of professionalism, more intimate and personal than dining hall, yet able to easily become a part of that dining hall.

AREA: 3 at 620 sf each
PATIO

FUNCTION: Extension of dining hall.

ACTIVITIES: Outdoor dining, relaxing, conversations.

USERS: Campers, counselors, staff, retreat groups and leaders.

TIME:
- summer: 7:30 am - 9:00 pm
- winter: 8:30 am - 10:00 pm

LIGHTING: Natural day light, subtle low intensity warm light for evening use.

ACOUSTICS:

THERMAL:

FURNITURE: Tables, benches, grills.

EQUIPMENT:

VIEWS: Controlled views throughout camp and overlook views through natural setting.

AUXILIARY SPACES: Dining hall, public restrooms.

ADJACENT SPACES: Entry pavilion.

GATHERING HALL

SPECIAL CONSIDERATIONS:


AREA: 600 sq
SERVING LINE

FUNCTION: Place where food is served.

ACTIVITIES: Pick up and selection of food and beverages.

USERS: Campers, counselors, staff, retreat groups and leaders.

TIME: summer 8:00 am - 6:00 pm
winter 9:00 am - 6:00 pm

LIGHTING: Ambient ceiling light with highlights over food.

ACOUSTICS: Acts as a sound barrier between kitchen and dining hall.

THERMAL: HVAC, proper ventilation and exhaust, humidity control.

FURNITURE:

EQUIPMENT: Tray counter, food counter with warming and cooling units.

VIEWS: Serves as a visual barrier between kitchen and dining hall.

AUXILIARY SPACES: Dining hall, kitchen, dish room.

ADJACENT SPACES:

GATHERING HALL

SPECIAL CONSIDERATIONS: All surfaces to be washable, well drained, non slip floor surface.

IMAGE/CHARACTER: Clean, orderly, efficient. Should provide a transition area between kitchen and dining hall.

AREA: 260 sq
KITCHEN

FUNCTION: Food preparation area.

ACTIVITIES: Food preparation, cooking.

USERS: Head cook, cook assistant, kitchen assistant, counselors, staff.

TIME: summer 8:30 am - 6:00 pm
      winter 9:00 am - 6:00 pm

LIGHTING: Natural daylight, ambient ceiling light with task lighting above counters.

ACOUSTICS: Sound insulation.

THERMAL: HVAC, proper ventilation and exhaust, humidity control. Possible use of heat from equipment.

FURNITURE:

EQUIPMENT: Work tables, counters, cabinets, walk in freezer and refrigerator, ranges, ovens, sinks, cutting boards, fire extinguisher.

VIEWS: Controlled views into open kitchen process.

AUXILIARY SPACES: Serving line, dish room, office, storage, staff refreshrooms.

ADJACENT SPACES:

GATHERING HALL

SPECIAL CONSIDERATIONS: All surfaces to be washable, well drained, non slip floor surface.

IMAGE/CHARACTER: Clean, orderly, efficient. A place for culinary art.

AREA: 750 sq
DISH ROOM

FUNCTION: Care and storage of dishes.

ACTIVITIES: Return of used dishes, washing dishes, rinsing, drying.

USERS: Head cook, cook assistant, kitchen assistant.

TIME: summer 8:30 am - 6:00 pm
winter 9:00 am - 6:00 pm

LIGHTING: Fluorescent ceiling lights.

ACOUSTICS: Sound insulation to prevent noise from transmitting into dining hall.

THERMAL: HVAC, Proper ventilation and exhaust, humidity control. Possible use of heat from equipment.

FURNITURE:

EQUIPMENT: Dish return counter, sink, rinsing equipment, drying racks, shelves, garbage bins.

VIEWS: Visual link to kitchen.

AUXILIARY SPACES: Dining hall, kitchen.

ADJACENT SPACES:

GATHERING HALL

SPECIAL CONSIDERATIONS: All surfaces to be washable, well drained, non slip floor surface.

IMAGE/CHARACTER: Clean, orderly, efficient.

AREA: 185 sq.
OFFICE

FUNCTION: Private office for kitchen staff.

ACTIVITIES: Menu planning, scheduling, food ordering, record keeping.

USERS: Head cook, cook assistant, kitchen assistant.

TIME: summer 8:00 am - 6:00 pm  
winter 9:00 am - 6:00 pm

LIGHTING: Natural day light, task lighting, avoid glare on desks.

ACOUSTICS: Privacy for phone calls and personal conversations.

THERMAL: HVAC, comfortable room temperature for passive activities.

FURNITURE: Desks, chairs, guest chairs, files.

EQUIPMENT: Telephone, bulletin board, shelves.

VIEWS: Visual link to kitchen area. Views to natural setting.

AUXILIARY SPACES: Kitchen, staff restrooms.

ADJACENT SPACES:

GATHERING HALL

SPECIAL CONSIDERATIONS:

IMAGE/CHARACTER: Clean and orderly, with a sense of privacy.

AREA: 290 sq
STORAGE

FUNCTION: Storage of nonperishables and paper products.

ACTIVITIES:

USERS: Head cook, cook assistant, kitchen assistant.

TIME: summer 8:30 am - 6:00 pm
      winter 9:00 am - 6:00 pm

LIGHTING: Fluorescent ceiling lights. Adequate lighting to read labels on food items.

ACOUSTICS:

THERMAL: HVAC, cool and dry.

FURNITURE:

EQUIPMENT: Shelving.

VIEWS:

AUXILIARY SPACES: Serving line, kitchen.

ADJACENT SPACES:

GATHERING HALL

SPECIAL CONSIDERATIONS:

IMAGE/CHARACTER: Clean, orderly, efficient, with the atmosphere of a pantry.

AREA: 200 ft
HOUSEKEEPING

FUNCTION: Provide laundry facilities and storage of housekeeping supplies. Acts as a small office for housekeeping staff.

ACTIVITIES: Housekeeping duties, laundry.

USERS: Housekeeper, counselor, staff.

TIME: Summer: 8:30 am - 6:00 pm
       Winter: 9:00 am - 6:00 pm

LIGHTING: Fluorescent ceiling lighting, task lighting, avoid glare on desks.

ACOUSTICS: Sound insulation.

THERMAL: HVAC, dryers to have proper ventilation and exhaust.

FURNITURE: Desk, chair.

EQUIPMENT: Washers, dryers, sink, shelves.

VIEWS:

AUXILIARY SPACES:

ADJACENT SPACES:

GATHERING HALL

SPECIAL CONSIDERATIONS: Provide floor drain.

IMAGE/CHARACTER: Clean, orderly, efficient.

AREA: 220 ft²
SLEEPING AREA

FUNCTION: Sleeping and personal quarters.

ACTIVITIES: Sleeping, personal use, quiet activities.

USERS: Up to 30 campers, counselors, retreat groups and leaders.

TIME: summer: 24 hours a day
winter: 24 hours a day

LIGHTING: Natural daylight, soft, warm incandescent wall lights.

ACoustics: Privacy for personal and small group conversations.

THERMAL: HVAC, comfortable room temperature for sleeping, individually controlled temperature, protection against drafts.

FURNITURE: Beds

EQUIPMENT: Lockers, benches, mirrors, shelves

VIEWS: Views out to natural setting, visual privacy.

AUXILIARY SPACES: Patio, bath.

ADJACENT SPACES:

SLEEPING QUARTERS

SPECIAL CONSIDERATIONS: Space divisible into areas with up to 6 beds. One additional emergency exit per building.

IMAGE/CHARACTER: A place of comfort and safety with a focus on the individual. Atmosphere with a sense of personal belonging, warmth, intimacy, privacy and refreshment.

AREA: 5 at 1800 $ each
### Bath

**Function:** Restrooms and showers.

**Activities:** Personal grooming.

**Users:** Campers, counselors, retreat groups and leaders.

**Time:**
- Summer: 24 hours a day
- Winter: 24 hours a day

**Lighting:** Natural day light, fluorescent ceiling lighting, lighting above mirrors.

**Acoustics:** Acoustically isolate, avoid sound transmission to surrounding spaces, avoid echoing.

**Thermal:** HVAC, proper ventilation, and exhaust, humidity control.

**Furniture:** Shower chairs.

**Equipment:** Sinks, toilets, hand held shower heads, benches.

**Views:** Visual privacy

**Auxiliary Spaces:** Sleeping area.

**Adjacent Spaces:**

### Sleeping Quarters

**Special Considerations:** Well drained, non-slip floor surfaces.

**Image/Character:** Clean, efficient, non-crowded.

**Area:** 5 at 450 $ each.
PATIO

FUNCTION: Peaceful, quiet outdoor individual or group space.

ACTIVITIES: Informal gathering, storytelling, contemplation.

USERS: Campers, counselors, retreat groups and leaders.

TIME: Summer 7:30 am - 9:00 pm
      Winter 8:30 am - 10:00 pm

LIGHTING: Natural day light, subtle low intensity warm light for evening use.

ACOUSTICS: Minimal surrounding noise.

THERMAL:

FURNITURE:

EQUIPMENT: Benches.

VIEWS: Various views of natural setting and visual links to other sleeping areas.

AUXILIARY SPACES: Sleeping area.

ADJACENT SPACES:

SLEEPING QUARTERS

SPECIAL considerations: Vegetation brought into area.

IMAGE/CHARACTER: Welcoming and receptive. Atmosphere to promote group and personal interaction.

AREA: 5 at $310 each
CENTRAL ACTIVITY AREA

FUNCTION: Provides space for campers to express themselves through art, music, drama and movement activities by fine and performing arts. A place to build skills and self-confidence.

ACTIVITIES: Drawing, painting, sculpture, creative projects, practice of play, skills and dance.

USERS: 20 - 30 campers, counselors, creative arts director, retreat groups and leaders.

TIME: summer 9:30 am - 7:30 pm
winter 9:00 am - 6:00 pm

LIGHTING: Natural day light, ambient lighting with dimmer to control varying light-levels. Avoid glare on tables.

ACOUSTICS: Comfortable for 1 person to project voice to 30 listeners and for small group conversation. Some absorption of sound from musical instruments.

THERMAL: Cool comfortable circulated air for various physical activities. In summer, comfortable room temperature for passive winter activities.

FURNITURE: Tables, chairs, piano.

EQUIPMENT: Chalkboard, tack-board, small stage, coat hooks, fire extinguisher.

VIEWS: In and inspiring views, out to natural setting.

AUXILIARY SPACES: Work area, pottery area, covered patio, office, storage, restroom.

ADJACENT SPACES: Gathering hall, amphitheater.

CREATIVE ARTS

SPECIAL CONSIDERATIONS: Able to be opened to covered patio to increase space. Able to be partitioned into 2 smaller areas. Extra outlets for tools.


AREA: 870 sq
WORK AREA

FUNCTION: Provide work space for projects with special equipment.

ACTIVITIES: Cleaning of tools and supplies, baking and mixing of projects.

USERS: 5-6 campers, counselors, creative arts director, retreat group leaders.

TIME: Summer 9:30 am - 7:30 pm
Winter 9:00 am - 6:00 pm

LIGHTING: Ambient and task lighting.

ACOUSTICS: Comfortable for small group conversations.

THERMAL: Comfortable room temperature.

FURNITURE: Stools.

EQUIPMENT: Work counter, sink, stove, small refrigerator.

VIEWS: Visual link into central activity area.

AUXILIARY SPACES: Central activity area, pottery area, office, storage.

ADJACENT SPACES:

CREATIVE ARTS

SPECIAL CONSIDERATIONS: Safety precautions for use of stove.

IMAGE/CHARACTER: Clean, intimate studio atmosphere that promotes creativity.

AREA: 320 sq
POTTERY ROOM

FUNCTION: Provide activity area for making of ceramics and pottery.

ACTIVITIES: Spinning and forming pottery with wheel and by hand, baking in kiln.

USERS: 5-6 campers, counselors, creative arts director, retreat groups and leaders.

TIME: summer 9:30 am - 7:30 pm
winter 9:00 am - 6:00 pm

LIGHTING: Ambient and task lighting.

ACoustics: Sound absorption from pottery wheel.

THERMAL: Cooling and air circulation near kiln, proper ventilation and exhaust. Possible use of heat generated by kiln.

FURNITURE: Hand, clay bins.

EQUIPMENT: Work counter, electric kiln, pottery wheel, splash pan, shelves.

VIEWS: Visual link into central activity room, inspiring views out to natural/setting.

AUXILIARY SPACES: Central activity area, work area, office, storage.

ADJACENT SPACES:

CREATIVE ARTS

SPECIAL CONSIDERATIONS: Washable floor, well drained. Safety precautions around kiln.


AREA: 410 ft²
**COVERED PATIO**

**FUNCTION:** Provides an additional work area and entry to creative arts.

**ACTIVITIES:** Outdoor artwork, musical and skit practice.

**USERS:** Campers, counselors, staff, retreat groups, and leaders.

**TIME:**
- Summer: 7:30 am - 9:00 pm
- Winter: 8:30 am - 10:00 pm

**LIGHTING:** Natural day light, low intensity warm light for evening use and orientation.

**ACOUSTICS:** Acts as a sound barrier from loud sounds inside.

**THERMAL:** Acts as a wind break in winter.

**FURNITURE:** Benches, tables.

**EQUIPMENT:** Firepit for melting wax for art projects.

**VIEWS:** Acts as an observation point.

**AUXILIARY SPACES:** Central activity area.

**ADJACENT SPACES:** Gathering hall, amphitheater.

---

**CREATIVE ARTS**

**SPECIAL CONSIDERATIONS:** Provide place for smoke from firepit to escape. Safety precautions around firepit.

**IMAGE/CHARACTER:** Welcoming, receptive area to encourage informal gathering, play, and conversations. A place to relax with a front porch atmosphere.

**AREA:** 600 sq
OFFICE

FUNCTION: Provides a private office for creative arts director.

ACTIVITIES: Forming creative arts programs, scheduling, record keeping.

USERS: Creative arts director.

TIME: summer 9:30 am - 7:30 pm
winter

LIGHTING: Natural daylight, task lighting, avoid glare at desks.

ACOUSTICS: Privacy for phone calls and personal conversations.

THERMAL: Comfortable room temperature for passive activities.

FURNITURE: Desk, chair, guest chair, files.

EQUIPMENT: Telephone, shelves.

VIEWS: Inconspicuous views for observation to central activity area, work area and pottery area.

AUXILIARY SPACES: Central activity area, work area, pottery area, storage.

ADJACENT SPACES:

CREATIVE ARTS

SPECIAL CONSIDERATIONS: Centralized location.

IMAGE/CHARACTER: Clean and orderly with a sense of privacy, subtle sense of authority.

AREA: 150 sq ft
**STORAGE**

**FUNCTION:** Provide space for storage of tools and craft supplies and instruments.

**ACTIVITIES:**

**USERS:** Camper use, with assistance, counselors, creative arts director, retreat group leaders.

**TIME:**
- summer 9:30 am - 7:30 pm
- winter 9:00 am - 6:00 pm

**LIGHTING:** Fluorescent ceiling lights. Adequate to make appropriate supply selections.

**ACOUSTICS:**

**THERMAL:** Cool and dry.

**FURNITURE:**

**EQUIPMENT:** Lockable shelves for tools and cleaning materials, open shelves.

**VIEWS:**

**AUXILIARY SPACES:** Central activity area, work area, pottery area, office.

**ADJACENT SPACES:**

**CREATIVE ARTS**

**SPECIAL CONSIDERATIONS:** Lockable.

**IMAGE/CHARACTER:** Clean, orderly, efficient.

**AREA:** 80 ft²
CENTRAL ACTIVITY AREA

FUNCTION: Provide space campers to feel more comfortable in the natural environment and a greater appreciation of it.

ACTIVITIES: Nature studies, nature games, participation in conservation projects, care of plants and animals.

USERS: 20-30 campers, counselors, nature director, retreat groups and leaders.

TIME: summer 9:00 am - 7:00 pm
winter 9:00 am - 6:00 pm

LIGHTING: Natural day light, ambient lighting. Avoid glare on tables.

ACOUSTICS: Comfortable for 1 person to project voice to 20 listeners and for small group conversations.

THERMAL: Cool, comfortable circulated air in summer, comfortable room temperature for passive winter activities. Avoid drafts.

FURNITURE: Tables, chairs.

EQUIPMENT: Chalkboard, tack-board, coat hooks, shelving.

VIEWS: In and out to natural setting provided by observation niches.

AUXILIARY SPACES: Work area, animal area, patio, office, storage, restrooms.

ADJACENT SPACES: Gathering hall, garden, nature trails.

NATURE STUDIES

SPECIAL CONSIDERATIONS: Able to be opened to patio to increase space. Able to be partitioned into 2 smaller areas.

IMAGE/CHARACTER: Quiet, informal atmosphere that helps develop a reverence for nature. Creative and inspiring place.

AREA: 870 sq
**WORK ROOM**

**FUNCTION:** Provide work space for project with special equipment.

**ACTIVITIES:** Cleaning of tents and supplies, baking of wild edibles and other projects.

**USERS:** 5-6 campers, counselors, nature director, retreat groups and leaders.

**TIME:**
- Summer: 9:30 am - 7:30 pm
- Winter: 9:00 am - 6:00 pm

**LIGHTING:** Ambient and task lighting.

**ACOUSTICS:** Comfortable for small group conversations.

**THERMAL:** Comfortable room temperature.

**FURNITURE:** Stools.

**EQUIPMENT:** Work counters, sink, stove, small refrigerator.

**VIEWS:** Visual link to central activity area.

**AUXILIARY SPACES:** Central activity area, animal area, office, storage.

**ADJACENT SPACES:**

---

**NATURE STUDIES**

**SPECIAL CONSIDERATIONS:** Safety precautions for use of stove.

**IMAGE/CHARACTER:** Clean, intimate studio atmosphere that promotes reverence and enjoyment of nature.

**AREA:** 320 sq
ANIMAL ROOM

FUNCTION: Provide home for temporary and permanent pets.

ACTIVITIES: Camper care of various pets and small animals.

USERS: 10-12 campers, counselors, nature director.

TIMING: 
- Summer: 9:30 am - 7:30 pm
- Winter: 9:00 am - 6:00 pm

LIGHTING: Natural daylight, low intensity warm light for evening use.

ACOUSTICS: Allow outdoor sounds to enter.

THERMAL: Comfortable room temperature for users and animals. Proper ventilation and exhaust.

FURNITURE:

EQUIPMENT: Benches, animal cages or homes, shelves, animal counter.

VIEWS: Visual link to central activity area. Strong visual links with outdoor spaces.

AUXILIARY SPACES: Central activity area, work area, patio, office, storage

ADJACENT SPACES: Garden

NATURE STUDIES

SPECIAL CONSIDERATIONS: Provide positive, safe interaction between campers and animals. Washable floor, well-lit.

IMAGE/CHARACTER: Open, yet intimate atmosphere that simulates the animals' natural environments.

AREA: 300 $
**Patio**

**Function:** Provides an additional place for nature studies and observation.

**Activities:** Observation of natural environment, care of plants and animals.

**Users:** Campers, counselors, staff, retreat groups and leaders.

**Time:**
- Summer: 7:30 am - 9:00 pm
- Winter: 8:00 am - 10:00 pm

**Lighting:** Natural daylight, low intensity warm light for evening use and orientation.

**Acoustics:** Comfortable speech of small groups. Peace and quitting.

**Thermal:**

**Furniture:**

**Equipment:** Benches, bird blind, feeders for wildlife, perches for birds.

**Views:** Through camp and into natural setting.

**Auxiliary Spaces:** Central activity area, animal area.

**Adjacent Spaces:** Garden, natural trails.

**Nature Studies**

**Special Considerations:**

**Image/Character:** Acts as a transition point between built and natural setting. Back porch atmosphere for quiet, peaceful activities.

**Area:** 330 sq
OFFICE

FUNCTION: Provide a private office for nature director.

ACTIVITIES: Forming nature programs, scheduling, record keeping.

USERS: Nature director.

TIME: summer 9:30 am - 7:30 pm
winter

LIGHTING: Natural daylight, task lighting. Avoid glare at desks!

ACOUSTICS: Privacy for phone calls and personal conversations.

THERMAL: Comfortable room temperatures for passive activities.

FURNITURE: Desk, chair, guest chair, files.

EQUIPMENT: Telephone, shelves.

VIEWS: Inconspicuous views for observation to central activity area, work area, pottery area.

AUXILIARY SPACES: Central activity area, work area, animal area, storage.

ADJACENT SPACES:

NATURE STUDIES

SPECIAL CONSIDERATIONS: Centralized location

IMAGE/CHARACTER: Clean and orderly, with a sense of privacy, subtle sense of authority.

AREA: 150 sq
STORAGE

FUNCTION: Provide space for storage of tools and supplies for care of plants and animals. Contains equipment for overnight camping.

ACTIVITIES:

USERS: Camper use with assistance, counselors, nature director, retreat group leaders.

TIMB: Summer 9:00 am - 7:30 pm, Winter 9:00 am - 6:00 pm

LIGHTING: Fluorescent ceiling lights. Adequate to make appropriate supply selections.

ACOUSTIC:

THERMAL: Cool and dry.

FURNITURE:

EQUIPMENT: Lockable and open shelves (extra wide for camp equipment).

VIEWS:

AUXILIARY SPACES: Central activity area, work area, animal area, office.

ADJACENT SPACES:

NATURE STUDIES

SPECIAL CONSIDERATIONS: Lockable, Accessible from indoor and outdoor areas.

IMAGE/CHARACTER: Clean, orderly, efficient.

AREA: 150 sq
POOL

FUNCTION: Provides indoor/outdoor water activities, and surrounding deck.

ACTIVITIES: Water play, recreation, swimming instruction, sun bathing.

USERS: Up to 150 campers, counselors, aquatics director, aquatics assistant, retreat groups, and leaders.

TIME: Summer 9:30 am - 7:30 pm. Winter 9:00 am - 6:00 pm.

LIGHTING: Natural day light, well lit for evening use. Underwater lights. Shade needed in summer.

ACOUSTICS: Allow some transmission of water sounds to be heard through camp. Sound absorption needed to avoid echoing.

THERMAL: HVAC, Proper ventilation and exhaust. Humidity control. Possible use of abundant water vapor and humidity.

FURNITURE: Swimmer chairs.

EQUIPMENT: Lifeguard chairs, diving board, benches.

VIEWS: Framed views in but not completely visible by approach. Views to other parts of camp.

AUXILIARY SPACES: Showers, office.

ADJACENT SPACES: Sports field, fitness trails, nature trails.

AQUATICS

SPECIAL CONSIDERATIONS: Ramps and rails into pool. Admission into area controlled. Flexible structure to allow indoor (winter)/outdoor (summer) use. Well drained. Non-slip floors surface.

IMAGE/CHARACTER: Refreshing atmosphere of calm cool oasis within natural setting. Emphasize sensuality of water experiences.

AREA: 3000 sf
**SHOWERS**

**FUNCTION:** Shower and restroom facilities. Entry to pool.

**ACTIVITIES:** Before and after pool use.

**USERS:** Campers, counselors, aquatics director, aquatics assistant, retreat groups and leaders.

**TIME:**
- Summer: 9:30 am - 7:30 pm
- Winter: 9:00 am - 5:00 pm

**LIGHTING:** Sky lights, fluorescent ceiling lighting, lights above mirrors.

**ACoustics:** Acoustically isolate, avoid sound transmission to surrounding spaces, avoid echoing.

**THERMAL:** HVAC, proper ventilation and exhaust, humidity control.

**FURNITURE:** Shower chairs.

**EQUIPMENT:** Sink, toilet, hand held shower heads, benches, dryers, towel hooks.

**VIEWS:** Visual privacy.

**AUXILIARY SPACES:** Pool, office.

**ADJACENT SPACES:**

---

**AQUATICS**

**SPECIAL CONSIDERATIONS:** Well drained, non-slip floor surface.

**IMAGE/CHARACTER:** Cleansing, refreshing atmosphere, non-sterile.

**AREA:** 2 at 700 sq ft each
OFFICE

FUNCTION: Provide a private office for aquatics director and aquatics assistant.

ACTIVITIES: Forming aquatics programs, scheduling, record keeping.

USERS: Aquatics director, aquatics assistant.

TIME: Summer 9:30 am - 7:30 pm
Winter

LIGHTING: Natural day light, task lighting, avoid glare at desks.

ACOUSTICS: Privacy for phone calls and personal conversations.

THERMAL: HVAC, comfortable room temperature for passive activities.

FURNITURE: Desks, chairs, guest chair, files.

EQUIPMENT: Shelves, first aid kit, telephone.

VIEWS: Observation to pool, yet allow privacy to conduct any business.

AUXILIARY SPACES: Pool, showers, storage.

ADJACENT SPACES:

AQUATICS

SPECIAL CONSIDERATIONS: Centralized location.

IMAGE/CHARACTER: Clean and orderly with a sense of privacy, subtle sense of authority yet reassuring competency.

AREA: 180 sq
FUNCTION: Provides reception and waiting for campers in need of medical attention; clerical area for infirmary staff.

ACTIVITIES: Desk duties of infirmary staff.

USERS: Individual campers, counselors, staff, retreat groups, and leaders; Nurse, nursing assistant.

TIME: Summer 8:30 am - 6:00 pm (24 hr if emergency) Winter 9:00 am - 6:00 pm (24 hr if emergency)

LIGHTING: Natural daylight, low level incandescent wall lighting, task lighting above desks. Avoid glare.

ACOUSTICS: Acts as sound barrier between outdoors and other infirmary areas. Minimal surrounding noise.

THERMAL: HVAC, comfortable room temperature for sitting. Protection against drafts.

FURNITURE: Waiting chairs, desks, chairs, files.

EQUIPMENT: Telephone, coat hooks, shelves.

VIEWS: In and out to natural setting and other areas of camp.

AUXILIARY SPACES: Medical room, exam room, restroom.

ADJACENT SPACES:

SPECIAL CONSIDERATIONS: Files to be kept confidential.

IMAGE/CHARACTER: Comforting, non-intimidating, quiet, peaceful atmosphere.

AREA: 240 sq
MEDICAL ROOM

FUNCTION: Storage and dispensation of medicine and first aid supplies.

ACTIVITIES: Dispensation of daily medicines and first aid care.

USERS: Patients, nurse, nursing assistant.

TIME: summer 8:00am - 6:00pm (24 hrs if emergency) 
winter 9:00am - 6:00pm (24 hrs if emergency)

LIGHTING: Ambient and task lighting over work-counter.

ACoustics: Acoustically isolate for confidential conversations.

THERMAL: HVAC, comfortable room temperature for exposed skin.

FURNITURE: Chair, side table.

EQUIPMENT: Lockable medical storage, supplies storage, sink, work-counter, lockable refrigerator.

VIEWS: Visual privacy.

AUXILIARY SPACES: Reception, exam room, restroom.

ADJACENT SPACES:

INFIRMARY

SPECIAL CONSIDERATIONS: Lockable.

IMAGE / CHARACTER: Clean, orderly, efficient, yet non-sterile and non-intimidating, yet comfortable.

AREA: 125 ft²

SPACE REQUIREMENTS 54
**EXAM ROOM**

**FUNCTION:** Patient care.

**ACTIVITIES:** Dispensation of first aid and medical care.

**USERS:** Patients, nurse, nursing assistant.

**TIME:**
- Summer: 8:00am - 6:00pm (24hr if emergency)
- Winter: 9:00am - 6:00pm (24hr if emergency)

**LIGHTING:** Natural day light, well lighted room.

**ACOUSTICS:** Acoustically isolated for confidential conversations.

**THERMAL:** HVAC, comfortable room temperature for exposed skin.

**FURNITURE:** Chair, side table.

**EQUIPMENT:** Exam table, sink, cabinets, first aid equipment.

**VIEWS:** Visual privacy.

**AUXILIARY SPACES:** Reception, medical room, restroom.

**ADJACENT SPACES:**

---

**INFIRMARY**

**SPECIAL CONSIDERATIONS:**

**IMAGE/CHARACTER:** Clean, orderly, efficient yet non-sterile and non-intimidating. Comfortable.

**AREA:** 100 sq
ISOLATION ROOM

FUNCTION: Provide patient quarters for contagious patients.

ACTIVITIES: Resting, care of patient.

USERS: Patient, nurse, nursing assistant.

TIME: Summer 8:00am - 6:00pm (24 hrs if emergency)
Winter 9:00am - 6:00pm (24 hrs if emergency)

LIGHTING: Natural daylight, soft and warm incandescent lights for evening use.

ACoustics: Acoustically isolate for confidential conversations.

THERMAL: HVAC, comfortable room temperature for sleeping. Individually controlled temperature.

FURNITURE: Bed, bedside table, chair, clothing rack.

EQUIPMENT: Monitoring system.

VIEWS: Views out to natural setting, visual privacy.

AUXILIARY SPACES: Reception, restroom.

ADJACENT SPACES:

INFIRMARY

SPECIAL CONSIDERATIONS:

IMAGE / CHARACTER: Clean, nonsterile, comfortable, peaceful.

AREA: 2 at 130 $ each

SPACE REQUIREMENTS
STAFF QUARTERS

FUNCTION: Sleeping and personal quarters for infirmary staff.

ACTIVITIES: Sleeping, personal use, quiet activities.

USERS: Up to 2 staff members

TIME: summer 24 hrs a day
winter 24 hrs a day

LIGHTING: Natural day light, soft warm incandescent task lighting, avoid glare.

ACOUSTICS: Privacy for personal conversations.

THERMAL: HVAC, comfortable room temperature for sleeping, individually controlled temperature.

FURNITURE: Beds, desks, chairs, dressers.

EQUIPMENT: Shelves, mirror.

VIEWS: Views out to natural setting, visual privacy.

AUXILIARY SPACES: Staff restroom and shower, closet.

ADJACENT SPACES:

INFIRMARY

SPECIAL CONSIDERATIONS:

IMAGE/CHARACTER: A refreshing place of rest. Intimate and warm atmosphere.

AREA: 2 at $210 each
**RECEPTION**

<table>
<thead>
<tr>
<th>FUNCTION:</th>
<th>Provides reception and waiting to administration</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACTIVITIES:</td>
<td>Waiting, welcoming, desk duties of receptionist.</td>
</tr>
<tr>
<td>USERS:</td>
<td>Open to all campers, staff, visitors.</td>
</tr>
<tr>
<td>TIME:</td>
<td>Summer: 8:30 am - 6:00 pm</td>
</tr>
<tr>
<td></td>
<td>Winter: 9:00 am - 6:00 pm</td>
</tr>
<tr>
<td>LIGHTING:</td>
<td>Natural daylight, low level incandescent wall</td>
</tr>
<tr>
<td></td>
<td>lights, task lighting above reception desk,</td>
</tr>
<tr>
<td></td>
<td>avoid glare on desk.</td>
</tr>
<tr>
<td>ACOUSTICS:</td>
<td>Acts as a sound barrier between outdoors and</td>
</tr>
<tr>
<td></td>
<td>other administration areas. Minimal</td>
</tr>
<tr>
<td></td>
<td>surrounding noise.</td>
</tr>
<tr>
<td>THERMAL:</td>
<td>Comfortable room temperature for</td>
</tr>
<tr>
<td></td>
<td>passive activities. Protection against drafts.</td>
</tr>
<tr>
<td>FURNITURE:</td>
<td>Waiting chair, chair.</td>
</tr>
<tr>
<td>EQUIPMENT:</td>
<td>Reception desk, telephone, coat hooks.</td>
</tr>
<tr>
<td>VIEWS:</td>
<td>Visual link to conference, director’s office.</td>
</tr>
<tr>
<td></td>
<td>Views in and out to natural setting and other</td>
</tr>
<tr>
<td></td>
<td>areas of camp.</td>
</tr>
<tr>
<td>AUXILIARY SPACES:</td>
<td>Workroom, conference, director’s</td>
</tr>
<tr>
<td></td>
<td>office, restroom.</td>
</tr>
<tr>
<td>ADJACENT SPACES:</td>
<td>Entry pavilion, Gathering hall.</td>
</tr>
</tbody>
</table>

**ADMINISTRATION**

<table>
<thead>
<tr>
<th>SPECIAL CONSIDERATIONS:</th>
</tr>
</thead>
<tbody>
<tr>
<td>IMAGE/CHARACTER: Welcoming, vibrant atmosphere.</td>
</tr>
</tbody>
</table>

**AREA:** 180 ft²
**WORK AREA**

**FUNCTION:** Common work area and supply storage for administrative work.

**ACTIVITIES:** Copying, mailing, filing, typing, record keeping.

**USERS:** Open to all staff.

**TIME:**
- Summer: 8:30 am - 6:00 pm
- Winter: 9:00 am - 6:00 pm

**LIGHTING:** Ambient and task lighting.

**ACOUSTICS:**

**THERMAL:** Comfortable room temperature for light activities.

**FURNITURE:** Work table, chairs, files, mail boxes.

**EQUIPMENT:** Sink, stove, refrigerator, work counters, cabinets, coat hooks, office equipment, telephone.

**VIEWS:** Out to natural setting.

**AUXILIARY SPACES:** Reception, conference, directors office, offices, restroom.

**ADJACENT SPACES:**

**ADMINISTRATION**

**SPECIAL CONSIDERATION:** Centrally located, lockable, confidential files.

**IMAGE/CHARACTER:** Clean and orderly with a studio atmosphere.

**AREA:** 375 sq
CONFERENCE

FUNCTION: Gathering space for staff, with small camp library.

ACTIVITIES: Meetings, reading, study, research.

USERS: Open to all staff.

TIME: Summer 8:30 am - 6:00 pm
       Winter 8:00 am - 4:00 pm

LIGHTING: Natural daylight, soft warm ambient lighting adequate for reading.

ACOUSTICS: Privacy for group discussions.

THERMAL: Comfortable room temperature for passive activities.

FURNITURE: Large segmented tables, chairs.

EQUIPMENT: Shelves.

VIEWS: Visual link to offices. Views in and out to natural setting.

AUXILIARY SPACES: Reception, work area.

ADJACENT SPACES:

ADMINISTRATION

SPECIAL CONSIDERATIONS: Centrally located.

IMAGE/CHARACTER: Informal yet with a degree of professionalism.

AREA: 620 sq
**OFFICE**

**FUNCTION:** Provide private office for camp director.

**ACTIVITIES:** Administrative, scheduling.

**USERS:** Director of camp.

**TIME:**
- **Summer:** 8:30 AM - 6:00 PM
- **Winter:** 9:00 AM - 6:00 PM

**LIGHTING:** Natural daylight, task lighting, avoid glare at desk.

**ACOUSTIC:** Privacy for phone calls and personal conversations.

**THERMAL:** Comfortable room temperature for passive activities.

**FURNITURE:** Desk, chair, guest chair, files.

**EQUIPMENT:** Shelving, computer, telephone.

**VIEWS:** Out to natural setting.

**AUXILIARY SPACES:** Reception, work area.

**ADJACENT SPACES:**

---

**ADMINISTRATION**

**SPECIAL CONSIDERATIONS:**

**IMAGE/CHARACTER:** Clean and orderly with a sense of privacy. Subtle sense of authority.

**AREA:** 180 sq ft
OFFICE:

**FUNCTION:** Provide private office for individual staff members.

**ACTIVITIES:** Forming camp programs, scheduling, record keeping.

**USERS:** Day camp director, program director, assistant program director, adventure director, summer director (2 expansion spaces)

**TIME:**
- Summer: 8:00 am - 6:00 pm
- Winter: 9:00 am - 6:00 pm

**LIGHTING:** Natural day light, task lighting, avoid glare.

**ACoustics:** Privacy for phone calls and personal conversations.

**THERMAL:** Comfortable room temperature for passive activities.

**FURNITURE:** Desk, chair, guest chair, files.

**EQUIPMENT:** Shelves.

**VIEWS:** Out to natural setting.

**AuxILIARY SPACES:** Work area.

**ADJACENT SPACES:**

ADMINISTRATION

**SPECIAL CONSIDERATIONS:**

**IMAGE/CHARACTER:** Clean and orderly, with a sense of privacy, subtle sense of authority.

**AREA:** 7 at 100 $ each
**FUNCTION:** Place for staff gathering, eating and relaxing.

**ACTIVITIES:** Conversations, preparation and eating of meals.

**USERS:** 20-30 counselors, staff members.

**TIME:**
- Summer: 7:30 am - 9:00 pm
- Winter: 8:00 am - 10:00 pm (if needed)

**LIGHTING:**
- Natural day light, soft, warm incandescent lighting for evening use.
- Various zones of lighting.

**ACoustics:** Able to hold individual and small group conversations simultaneously.

**THERMAL:** Cool and dry, comfortable room temperature.

**FURNITURE:** Tables, chairs, sofas, lounge chairs.

**EQUIPMENT:** Sink, stove, refrigerator, work counter.

**VIEWS:** Out to natural setting.

**AUXILIARY SPACES:**

**ADJACENT SPACES:** Staff quarters.

---

**STAFF LOUNGE**

**SPECIAL CONSIDERATIONS:**

**IMAGE/CHARACTER:** Place of refuge, secluded yet open and light with a casual atmosphere to promote informal gathering and conversation.

---

**AREA:** 400 ft²
FUNCTION: Sleeping and personal quarters for staff.

ACTIVITIES: Sleeping, personal use, quiet activities.

USERS: Up to 2 staff members.

TIME: summer 24 hrs a day
      winter 24 hrs a day (if needed)

LIGHTING: Natural daylight, soft, warm, incandescent task lights, avoid glares.

ACOUSTICS: Privacy for personal conversations.

THERMAL: HVAC, comfortable room temperature for sleeping, individually controlled temperature.

FURNITURE: Beds, desks, chairs, dressers.

EQUIPMENT: Shelves, mirror.

VIEWS: Views out to natural setting, visual privacy.

AUXILIARY SPACES:

ADJACENT SPACES: Staff lounge.

STAFF QUARTERS

SPECIAL CONSIDERATIONS:

IMAGE/CHARACTER: A refreshing place of rest.
                   Intimate and warm atmosphere.

AREA: 5 at 210 ft each
FAMILY ROOM

FUNCTION: Gathering area, place of relaxation, entry to prime residence.

ACTIVITIES: Family activities, dining, entertainment of guests and visitors.

USERS: All family members in prime residence.

TIME: summer 24 hrs a day
winter 24 hrs a day

LIGHTING: Natural day light, incandescent fixtures.

ACOUSTICS:

THERMAL: HVAC, comfortable room temperature for passive activities. Individually controlled temperature.

FURNITURE: Sofa, chairs, dining table and chairs.

EQUIPMENT: Shelves, home entertainment equipment.

VIEWS: Visual link to other rooms in residence, strong connection to outdoor spaces.

AUXILIARY SPACES: Kitchen, bedrooms, laundry, bathroom, closets.

ADJACENT SPACES:

---

PRIME RESIDENCE

SPECIAL CONSIDERATIONS: Provide barrier free division between living area and dining area, centrally located.

IMAGE/CHARACTER: Relaxed and casual to promote family togetherness.

AREA: 240 $
**KITCHEH**

**FUNCTION:** Food and work area for prime residence.

**ACTIVITIES:** Preparing meals, constructive activities.

**USERS:** All family members in prime residence.

**TIME:**
- Summer: 24 hrs a day
- Winter: 24 hrs a day

**LIGHTING:**
- Natural day light, fluorescent ceiling and task lighting.

**ACOUSTICS:**

**THERMAL:** HVAC, comfortable room temperature. Individually controlled temperature.

**FURNITURE:** Tables.

**EQUIPMENT:** Sink, stove, refrigerator, work counter and cabinets.

**VIEWS:** Visual link to family room, view out to natural setting.

**AUXILIARY SPACES:** Family room, bedrooms, laundry, bathroom, closets.

**ADJACENT SPACES:**

---

**PRIME RESIDENCE**

**SPECIAL CONSIDERATIONS:**

**IMAGE/CHARACTER:** Clean and orderly. Inspiring for household work.

**AREA:** 180 sq
**BEDROOM**

**FUNCTION:** Sleeping area and personal room.

**ACTIVITIES:** Sleeping, personal use, quiet activities.

**USERS:** Up to 2 family members in prime residence.

**TIME:**
- Summer: 24 hrs a day
- Winter: 24 hrs a day

**LIGHTING:** Natural day light, incandescent fixtures.

**ACOUSTICS:**

**THERMAL:** HVAC, comfortable room temperature for sleeping. Individually controlled temperature.

**FURNITURE:** Beds, dressers, night stand.

**EQUIPMENT:** Shelving, mirror.

**VIEWS:** Views out to natural setting, visual privacy.

**AUXILIARY SPACES:** Family room, kitchen, laundry, bathrooms, closets.

**ADJACENT SPACES:**

**PRIME RESIDENCE**

**SPECIAL CONSIDERATIONS:**

**IMAGE/CHARACTER:** A refreshing place of rest. Intimate and warm atmosphere.

**AREA:** 3 at 120 ft each
TRADING POST

FUNCTION: Place for sale of camp items and camper work.

ACTIVITIES: Sales, trading.

USERS: Campers, retreat groups, visitors.

TIME: summer 9:30 am - 7:30 pm
      winter 9:00 am - 6:00 pm

LIGHTING: Natural daylight.

ACOUSTICS:

THERMAL: Cool and dry.

FURNITURE: Cistern.

EQUIPMENT: Display shelves and hooks.

VIEWS: Out to natural setting, visible from overlook.

AUXILIARY SPACES:

ADJACENT SPACES: Overlook.

SPECIAL CONSIDERATIONS: Lockable

IMAGE/CHARACTER: Evoke character of old-fashioned trading post.

AREA: 100 sq ft