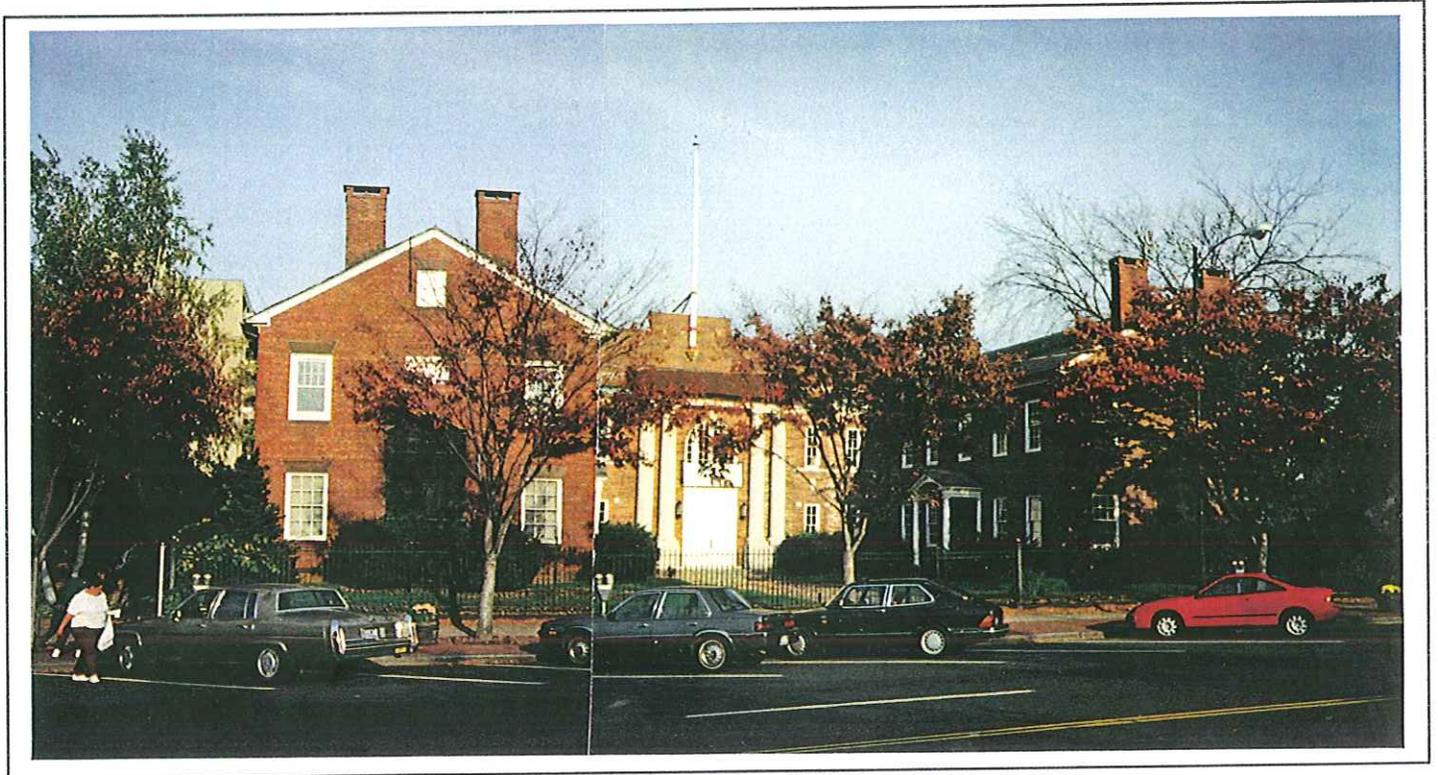


Preliminary Planning Report  
(Draft)  
11 March 1996



**THE ARMORY COMMUNITY CULTURAL CENTER**  
Middletown, Connecticut

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an adaptive rehabilitation of the former  
CONNECTICUT NATIONAL GUARD ARMORY

**Executive Board**

*Robert J. Bourne*  
*Kendrick F. Bellows, Jr.*  
*Joseph Grumet*  
*Debra Hopkins*  
*Joyce Kirkpatrick*  
*Mark Masselli*  
*Steven A. Rocco*  
*Jean Shaw*  
*Gerard H. Weitzman*

**THE ARMORY COMMUNITY CULTURAL CENTER, INC.**  
**100 MAIN STREET MIDDLETOWN, CT 06457-3422**  
**TEL: (203) 347-7880 FAX: (203) 346-1259**  
INTERNET: PROJECT@ARMORY.ORG

March 8, 1996

To the Economic Development Committee & the Citizens of Middletown:

Middletown has been a city with a rich history of cultural and civic activity. With its wide Main Street, downtown has been the center of this activity. The conversion of the Armory to a community facility will be a signal that Middletown is ready to move forward with a new vision of downtown. The Armory Community Cultural Center Committee is pleased to present a picture of the opportunities for the citizens of Middletown. Some of the opportunities include:

- Revitalization of an important public site on our Main Street
- Flexible space to accommodate community and arts groups
- Passive youth activities
- Meeting and museum space for veterans
- Function and catering capabilities
- Community meetings
- Art film series

The Armory Committee has enjoyed the cooperation of the City administration, under both political parties, as well as that of Wesleyan University and the corporate community led by Liberty Bank, Farmers and Mechanics Bank and Pelton's.

If we are to move this project forward in these difficult economic times, we must create a public/private partnership. All elements of our community must be ready to rally together and make the Armory a resource for everyone.



Gerard H. Weitzman  
Armory Community Cultural Committee

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# THE ARMORY COMMUNITY CULTURAL CENTER, INC.

## ACKNOWLEDGMENTS:

*Armory Board*

*Mayor's Office*

*Commission of the Arts & Cultural Activities*

*Economic Development Office*

*Department of Public Works*

*Greater Middletown Preservation Board*

*Loureiro Engineering Associates, Hazardous Materials*

*Systems Design Associates, Inc., Theater Systems*

*Roger Clarke, Preservation Architect*

*James K. Grant Associates, Structural Engineers*

*Inco Larson Group, Cost Estimators*

*Jelco Associates, Food Service*

*Tai Soo Kim Partners, Architects*

**Cover Photo:** The courtyard and main entrance to the Armory Complex which faces west at the southern end of Main Street Middletown. The North Wing (to the left) is the original 1810 Watkinson House. Facing it across the courtyard is the Copy House or South Wing built approximately in 1910. Between them is the connector which gracefully conceals the elevation of the drill shed.

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# THE ARMORY COMMUNITY CULTURAL CENTER, INC.

## TABLE OF CONTENTS

- I. Project Introduction
  - Location/Property Plan
  - Existing Floor Plans
  
- II. Preliminary Planning Update
  - Proposed Floor Plans
  - Seating Plans
  - Financial Projections

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**INTRODUCTION:*****What is the Armory Community Cultural Center Project?***

This is a public/private sector effort to preserve and rehabilitate the former Connecticut National Guard Armory into a community cultural center. The building, in its current condition, is not usable. We are now preparing preliminary plans and budgets for a phased renovation of the property. As the future home of the Armory Community Cultural Center, the building will serve the broadest spectrum of the community's social, cultural and economic needs.

The plans for rehabilitation include converting the large drill shed into a flexible performance and events hall with catering kitchen; creating flexible spaces for youth and senior programs, workshops and studios, shared office spaces for a variety of community arts, cultural and service organizations, a permanent memorial and exhibit space dedicated the areas veterans; and creating leasable spaces for related businesses, such as advertising agencies, graphic designers, and a cafe or coffee house which might open out into the front courtyard.

***Mission***

The mission of the Armory Project is cultural and economic community development and historic preservation. In preserving the Armory, the Project is committed to retaining as much of the original construction and detail of the historic components as possible, and seeing that it is properly maintained.

In adapting the Armory for use as a community center, the Project is committed to creating a facility which will fulfill the space, scheduling and location needs of as many local community service and cultural groups as possible. The Board is determined to see that this project has a far-reaching, positive and long-term effect on the quality of life available to all within the greater Middletown area.

***Project Chronology***

The Armory Project began in 1992 when Jerry Weitzman (owner of Pelton's) conceived of a plan to preserve and rehabilitate the Middletown Armory and reuse it as a community cultural center. In October 1993, he formed a steering committee with Williams Adams (then Vice-President and Secretary Wesleyan University) and Mark Masselli (Executive Director-Middletown Community Health Center/Chairman-Middletown Housing Authority Board of Commissioners.)

In 1994 this steering committee of three grew to a board of eleven and The Armory Community Cultural Center, Inc. was established as a nonprofit, non-stock corporation in Connecticut. The members of the executive board are longtime area residents who have time and again demonstrated their commitment to community improvement by actively participating in community service organizations, businesses and projects.

A number of key steps have been taken since the board's inception. In 1995, the Middletown Common Council voted unanimously to confirm Mr. Weitzman's status as designated developer and to allow the Armory Project full access to the property. After a rigorous, competitive process, the Board chose Hartford-based Tai Soo Kim Partners as project architect, commissioning the architect to prepare a set of preliminary plans and cost estimate for the rehabilitation. This work is nearly complete.

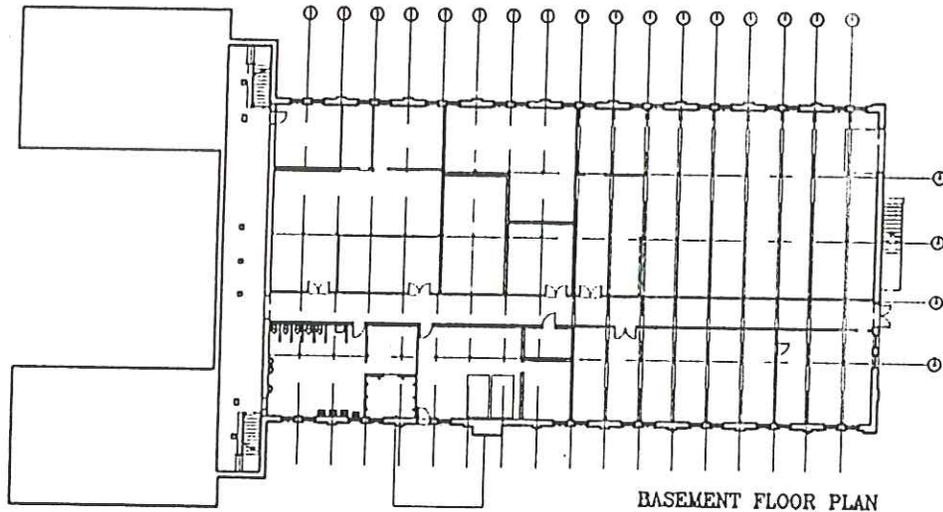
With estimated costs known, the Board will continue to aggressively seek municipal, state, federal and private foundation grants to fund the rehabilitation. Once the funding is in place, design work can be completed and the rehabilitation will take place over several phases. It is clear that the project will require generous support from businesses and individuals who live, work and recreate in Middletown and Middlesex county. The Armory Project's board and staff have met with representatives from numerous area community and cultural organizations over the past few months in an effort to draw inspiration, ideas and support from as many individuals and groups as possible.

### *History of the Property*

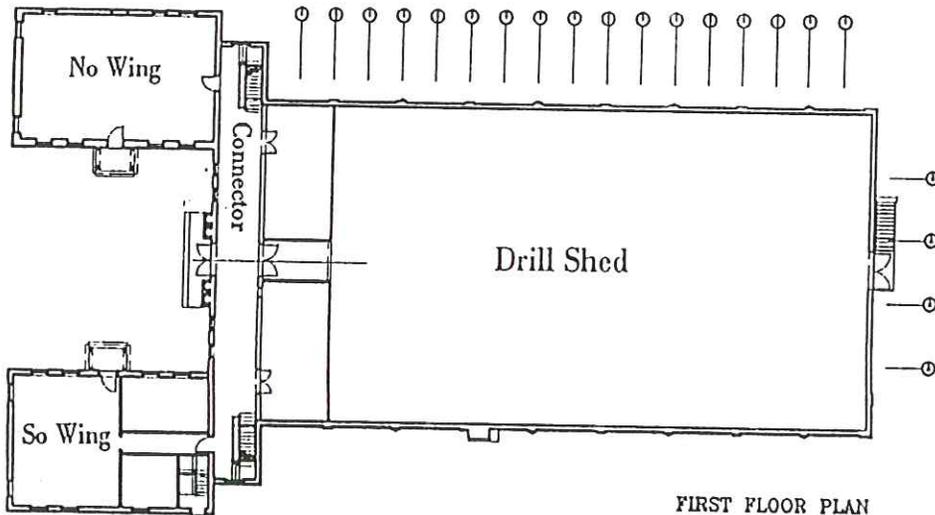
The former Armory is listed as part of the South Green Historic District on the National Register of Historic Places. The history of the building dates back to 1810 when a local prominent merchant John R. Watkinson built what is now the north wing for his residence. In 1836 the federal style house descended to John H. Watkinson, a president of the Middletown National Bank. In 1919, the State of Connecticut acquired the property for the purpose of constructing an Armory. At that time, the Watkinson House was turned 90 degrees on its foundation, and a copy of it was built to face the original across a courtyard. A connecting facade was built between the two houses concealing the drill shed.

Although the complex served the Guard for roughly 50 years it was decommissioned and transferred to the City of Middletown in early 1993. Virtually no maintenance or repairs were carried out on the building since the transfer. Once transferred to the city, the building was "mothballed". The combination of age, lack of maintenance and the elements of nature have all contributed to the current physical condition of the property.

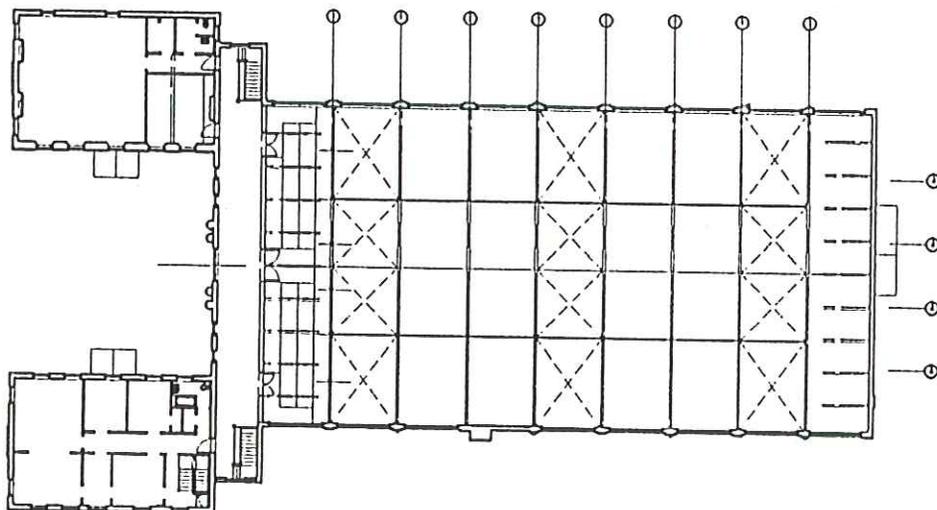




BASEMENT FLOOR PLAN



FIRST FLOOR PLAN



SECOND FLOOR PLAN

EXISTING  
FLOOR PLANS

**ARMORY**  
COMMUNITY CULTURAL CENTER  
MIDDLETOWN, CONNECTICUT

CONTRACT NO.

TAI SOO KIM PARTNERS  
ARCHITECTS



Hartford, Connecticut  
Tel: (203) 647-1970

## *PRELIMINARY PLANNING UPDATE*

The initial work of preliminary planning was two fold: 1) to prepare an assessment of existing conditions; and 2) to develop a building program defining the kinds of spaces required and their intended use. This would enable the planning team to develop a set of preliminary plans and cost estimates. With this work nearly complete, the Board established a Finance Committee to begin developing an operating plan and a plan for raising the funds necessary to rehabilitate the Armory.

### *Programming*

Over the past decade, numerous studies and reports have documented the need for space in Middletown, to serve the many arts and cultural organizations which thrive in the community. These reports provided a basis for the current needs analysis. The programming team updated the needs analysis during the fall and winter of 95-96 to gain a current understanding of the kinds of spaces and functions that would best serve the community in a downtown facility, now and in the future.

It was clear that a flexible performance space and function hall complete with banquet serving kitchen and support spaces could be the center of the facility. Additional spaces for studios, rehearsals, workshops, seminars, community meetings, storage and shared offices were also in great demand. Everyone agreed that a prominent space be dedicated to memorialize area Veterans and to exhibit the history of the building.

### *Phased Development Strategy*

The programming concluded that while the Armory complex could physically accommodate these programmatic elements, the key to the success of the Armory Community Cultural Center would be a revenue generating approach to the facility. The property would need to be developed into a mix of spaces some of which could be leased commercially and some could be leased at a discount to local arts and cultural groups on either an annual or day to day basis.

The resulting strategy is to develop the drill shed into a flexible multi-purpose function hall, which would serve a wide range of events including local arts performances, film series, weddings, banquets, collectors and antique fairs, ballroom and square dancing, concerts, and local business, community and charitable functions. This events facility would be a significant source of revenue and the primary focus of the first phase of development.

The lower level of the drill shed could also provide some revenue from leasable studio space combined with leasable storage areas. However, large areas of this level would be dedicated to supporting the events hall with a catering kitchen, and toilet rooms large enough to serve the hall.

The two houses facing Main Street were deemed the most appropriate for commercial leasing, given their presence on the street and their suitability for small office and retail operations. These spaces will be renovated when appropriate tenants are identified. One possible tenant is a cafe or pub on the ground floor of either the north or south house. The cafe/pub could open onto the courtyard facing Main Street and could draw activity into the Center as well as serve the audiences with light foods and beverages before and after performances.

The phased development strategy has two primary aims: 1) to open the Armory to the community as quickly as possible with the smallest possible initial rehabilitation costs; 2) to provide the Armory Community Cultural Center with operating income as quickly as possible.

## *Phasing Breakdown*

**Phase IA:** It was agreed that the work of Phase IA should be as modest as possible and would include creating a central lobby and ticket office, an office for the Armory Project and public bathrooms on the lower level, and the following work on the drill shed:

- a. window replacement
- b. roof insulation
- c. refinishing the floor
- d. backstage dressing rooms
- e. a caterer's staging area
- f. an elevator
- g. stairs for egress
- h. sprinkler system
- i. heating, ventilation and air conditioning
- j. house lighting system

The work would result in a 800 performance seating capacity and a 250 to 300 banquet seating capacity within the drill shed structure. Plans reflecting a range of seating and staging configurations from traditional proscenium, to thrust and arena are included in this presentation. Also planned is a means of dividing the space into smaller areas for smaller groups.

**Phase IB:** This phase would follow as quickly as funding allows in order to gain optimum use of the function hall and would include the following:

- a. lighting and sound systems
- b. a stage
- c. a catwalk
- d. full prep kitchen on the lower level
- e. approx 5,000 s.f. of leasable space on the lower level for arts, cultural and civic groups
- f. stabilizing the exterior of the two historic houses

Given the importance of food service in a multi-function hall, several meetings have taken place to determine the appropriate size, general layout and equipment needs for a kitchen and serving area.

**Phase II:** The work of this phase would be determined by the needs of the tenants and would be done at the time of leasing commitments.

## *Assessment of Existing Conditions*

Preliminary surveys of the buildings were done in several key areas: building envelope, structural engineering and hazardous materials. With respect to mechanical and electrical systems, it was clear that most systems would need replacement and that further information would not be available until the building program was completed. Preliminary recommendations and costs will be included in the final version of this report.

**Building Envelope:** A visual survey of the building envelope found that the conditions of the masonry are deteriorating and will require repointing. The majority of the windows will need replacement. The gutters and leaders are undersized for the roof area and need improvement, along with drainage at the foundation.

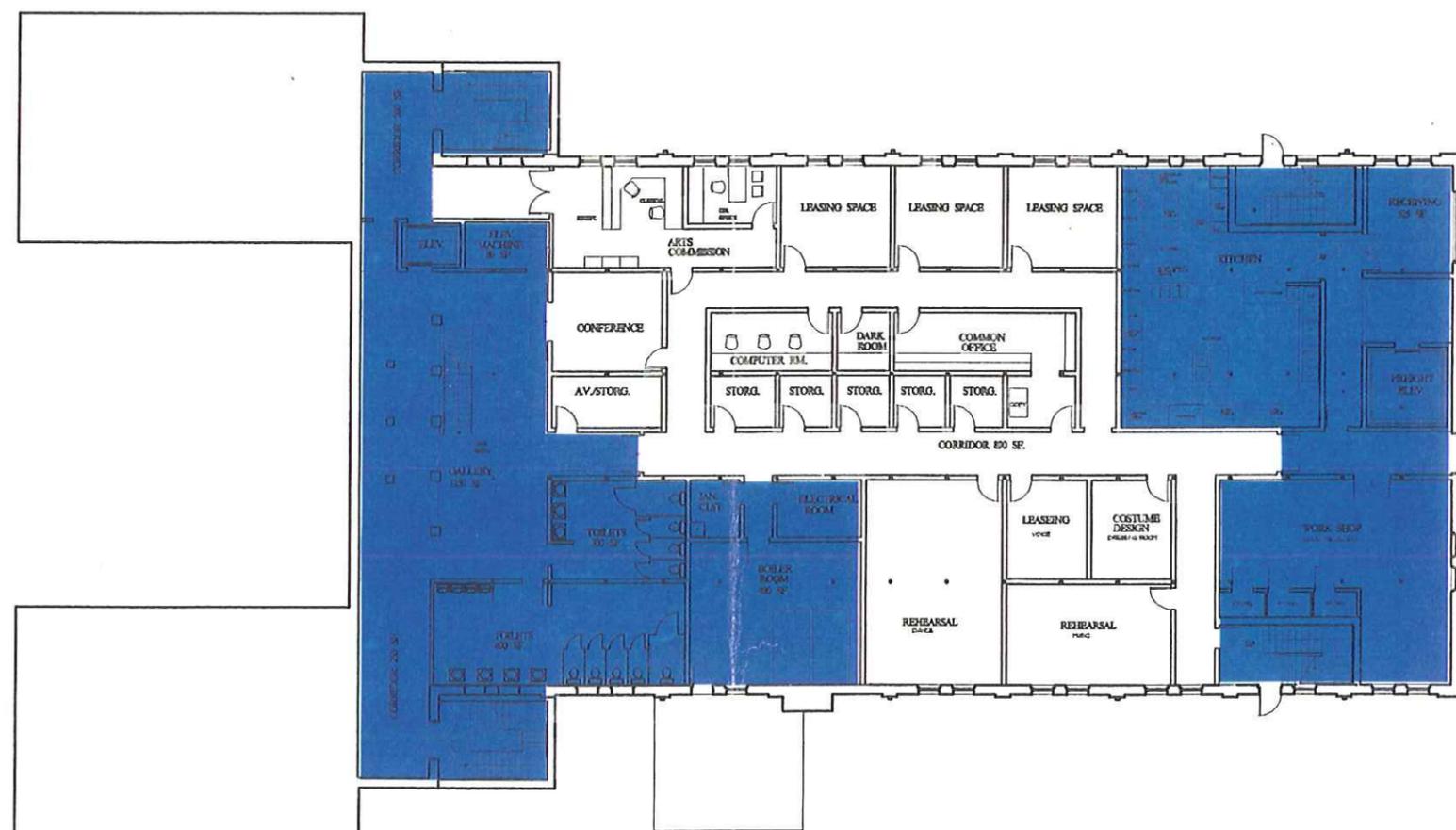
**Structure:** The most significant finding of the preliminary structural review was that the drill shed floor is rated for an 80 pound/square foot loading. A 100 pound/per square foot load rating is required for an assembly hall. In order to meet the requirement, one strategy is to add wood joists to the existing floor joists.

**Hazardous Materials:** A survey and tests for the presence of asbestos and lead found no evidence of asbestos and some of evidence of lead, which will need to be abated. In the lower level of the drill shed, in the area previously used as a motor pool by the Guard, the soil floor was found to contain low levels of petroleum based substances. The levels are so low that they are not considered harmful and are by Department of Environmental Protection standards, not required to be remediated.

### ***Project Costs and Funding***

To date, initial project funding has been a combination of private and public sector sources. The Armory Board has received significant commitments of future support from the City of Middletown and Wesleyan University. These initial funds and future commitments are noted on the Financial Projections for the project. However, until a preliminary plan of development with preliminary cost estimates was available to the Board, a formal fundraising campaign was difficult to implement. By the end of March 1996, with the Preliminary Planning complete, the Board will be better equipped to seek the remainder of funds necessary to rehabilitate the Armory.

**ARMORY  
COMMUNITY CULTURAL CENTER  
MIDDLETOWN, CONNECTICUT**



**PROPOSED  
LOWER FLOOR  
PLAN**

DATE: 10/10/08  
SCALE: 1/8" = 1'-0"  
DATE: MARCH 8, 2008

CAD FILE: 07-08

1 LOWER FLOOR PLAN (PROPOSED)  
A-21

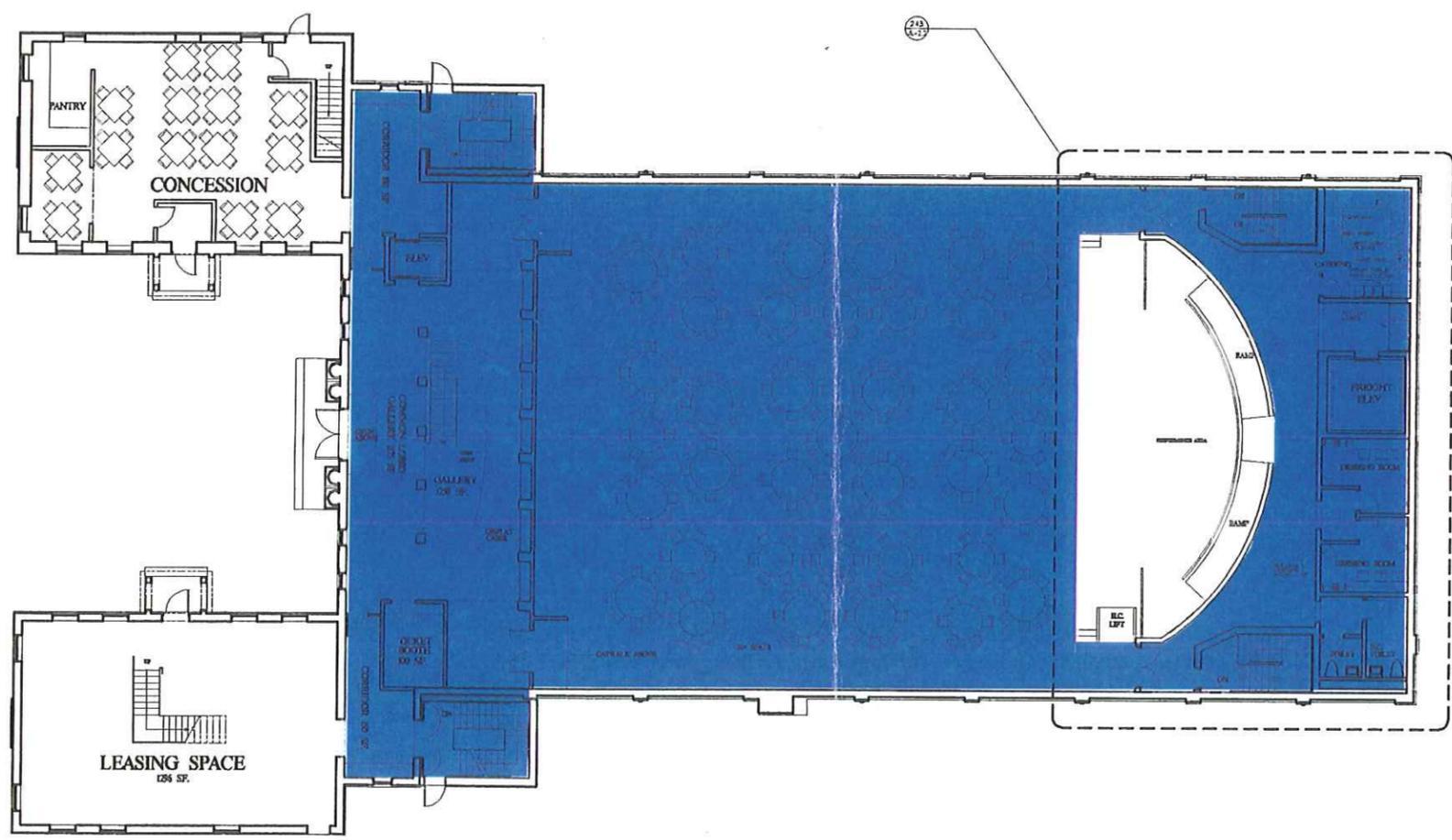
**ARMORY  
COMMUNITY CULTURAL CENTER  
MIDDLETOWN, CONNECTICUT**

**PROPOSED  
FIRST FLOOR  
PLAN**

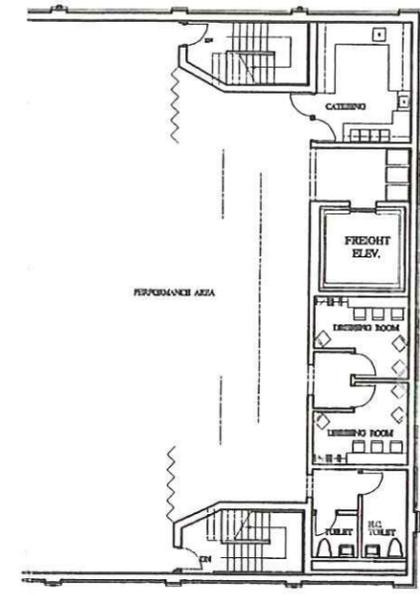
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DRAWN: HANCOCK & HANCOCK

CAD FILE: A1-A2

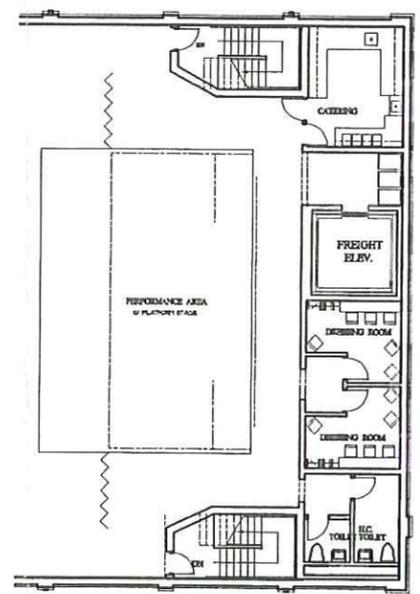
**A2.2**



**1**  
A-22  
**FIRST FLOOR PLAN (PROPOSED)**  
SCALE: 1/8" = 1'-0"

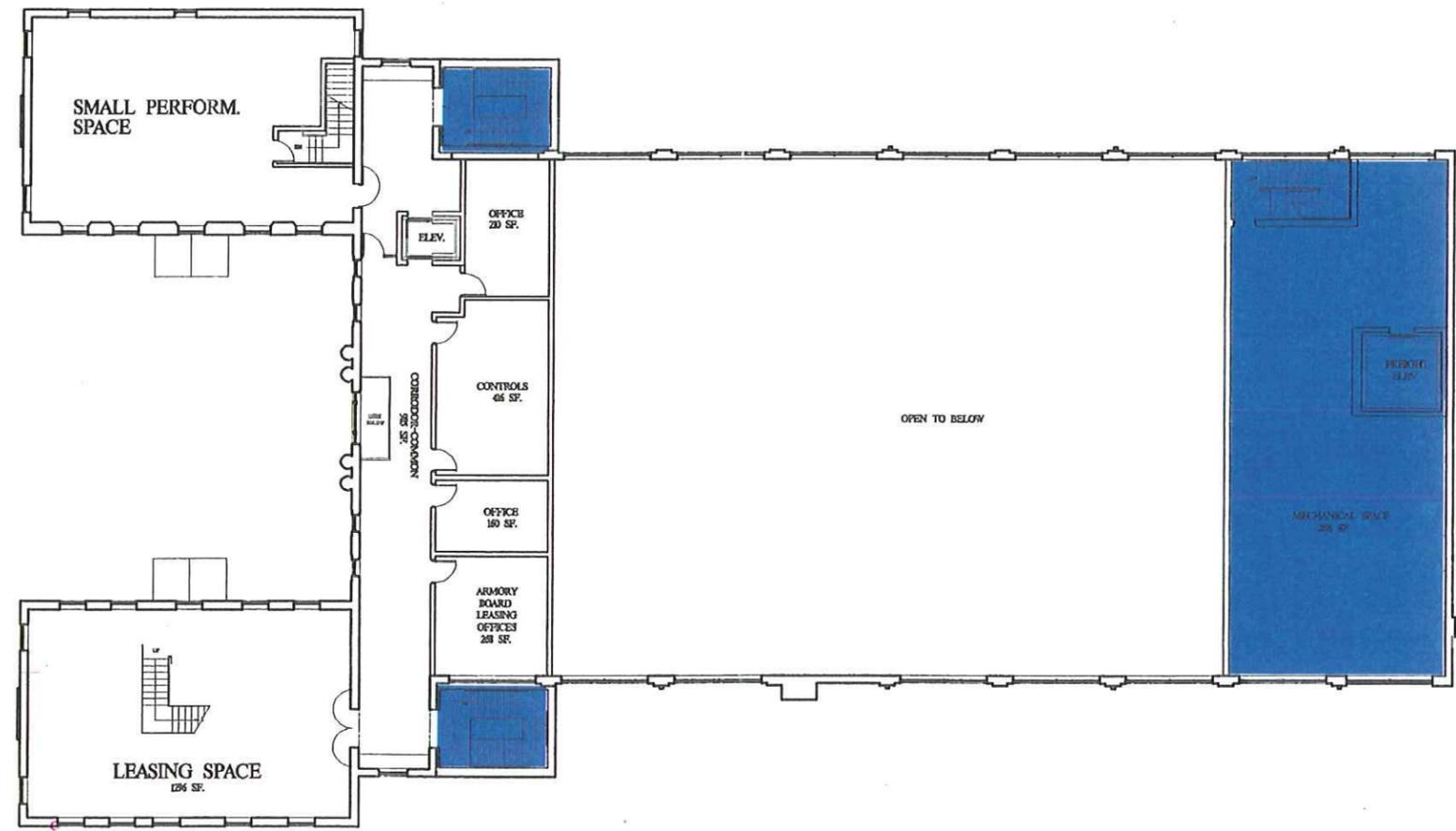


**2**  
A-22  
**ALTERNATE STAGE AREA**  
SCALE: 1/8" = 1'-0"



**3**  
A-22  
**ALTERNATE STAGE AREA**  
SCALE: 1/8" = 1'-0"

**ARMORY  
COMMUNITY CULTURAL CENTER  
MIDDLETOWN, CONNECTICUT**



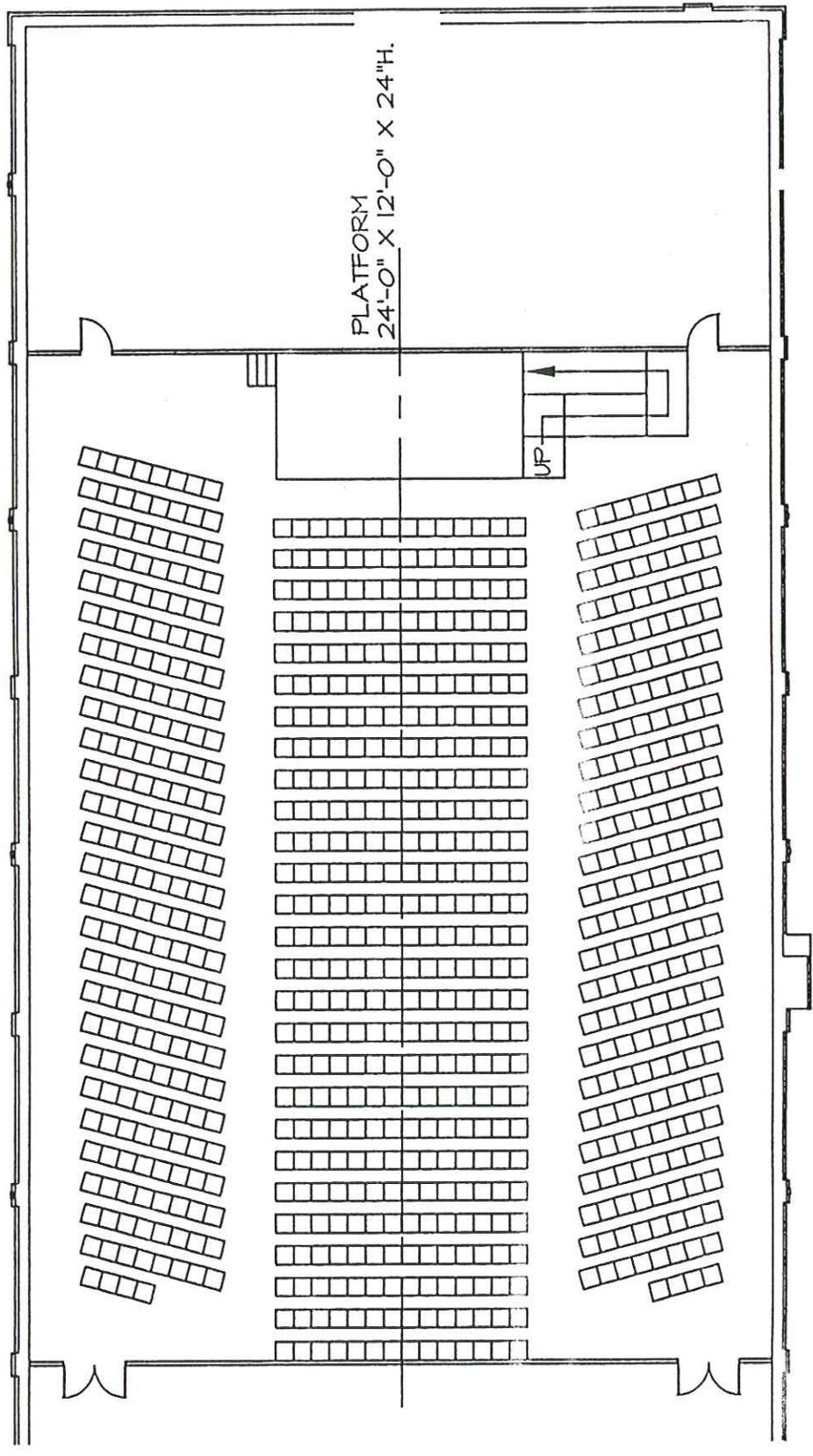
**PROPOSED  
SECOND FLOOR  
PLAN**

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DATE: MARCH 8, 2009

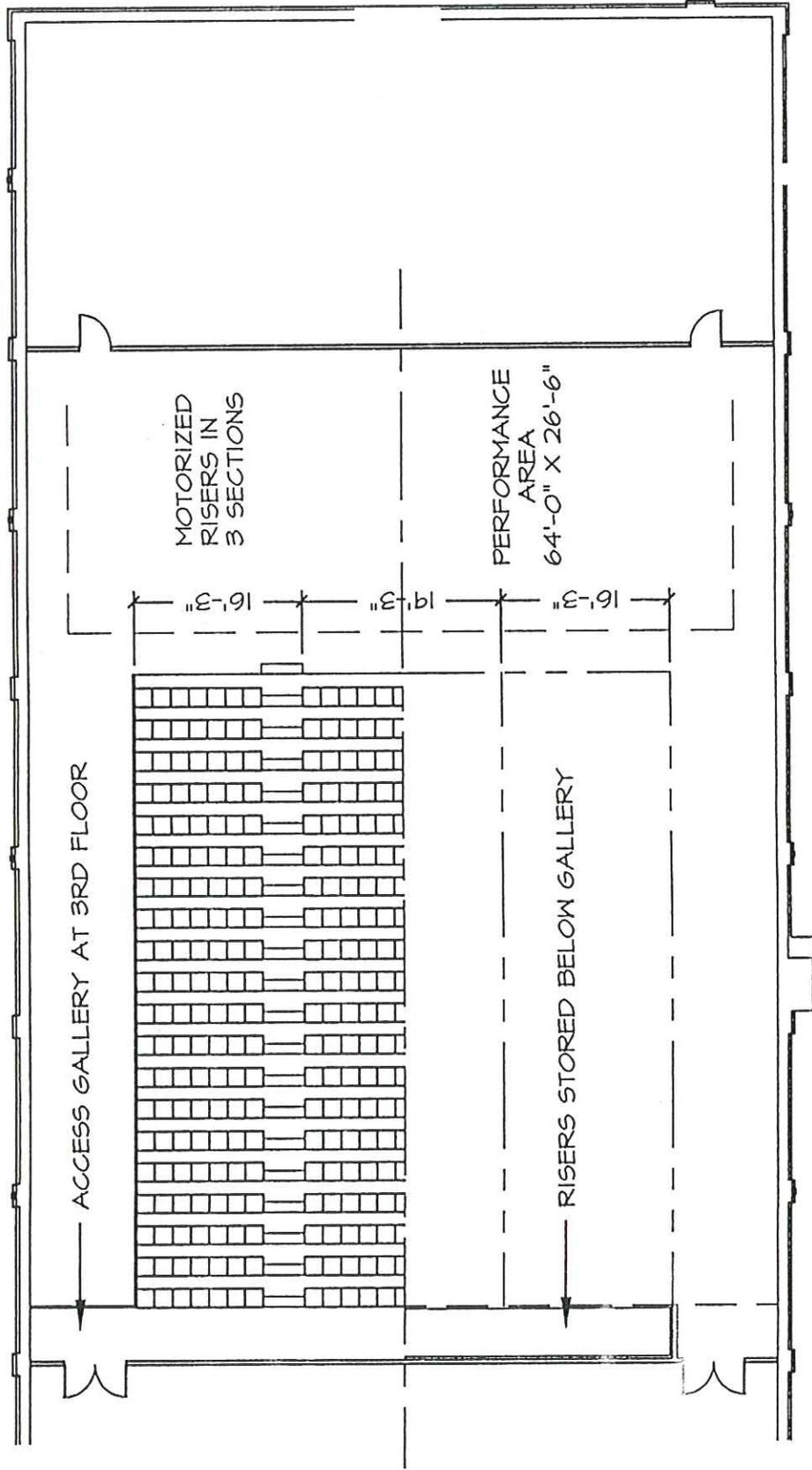
CAD FILE: 09-09

1 SECOND FLOOR PLAN (PROPOSED)  
A-2.3 SCALE 1/8" = 1'-0"

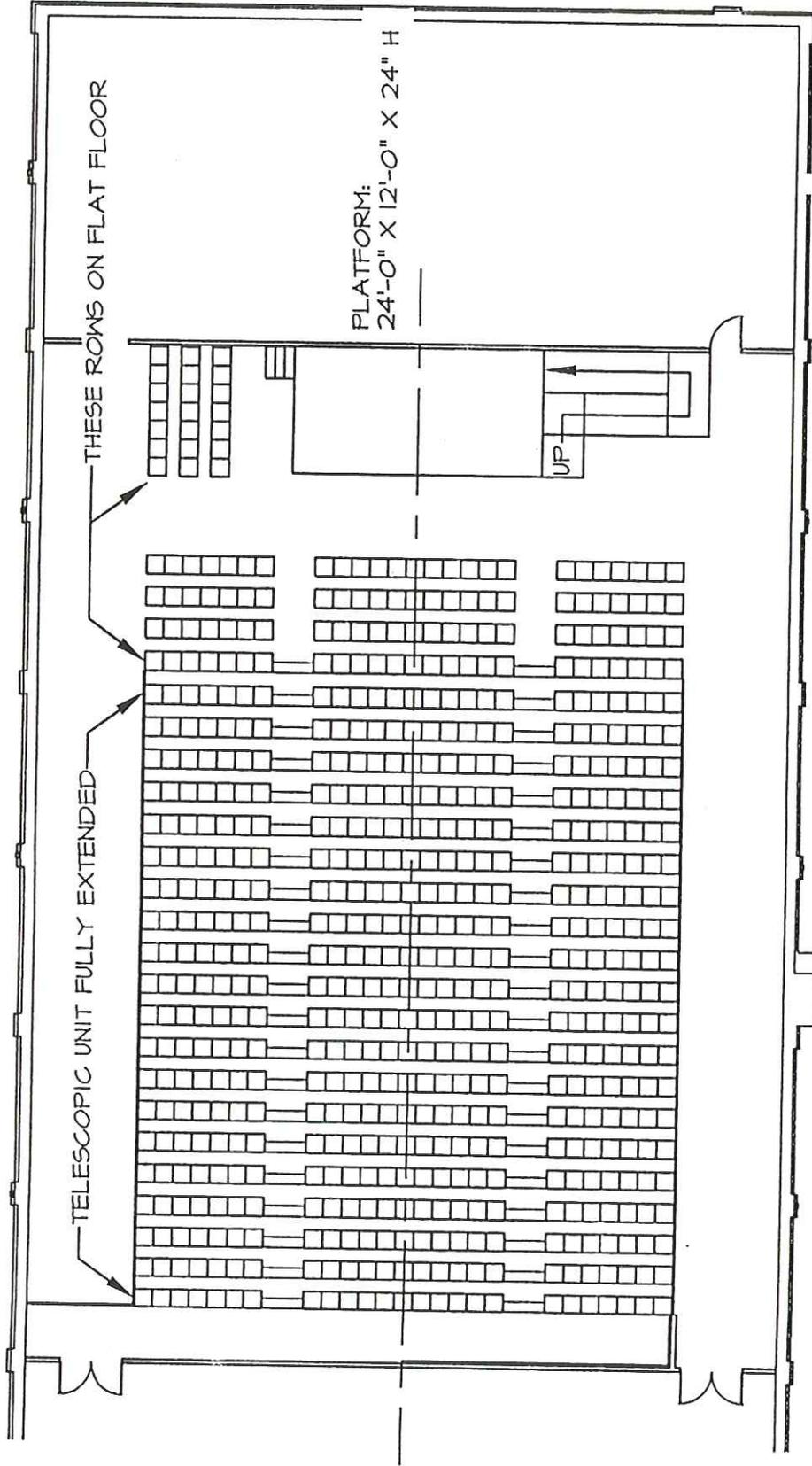
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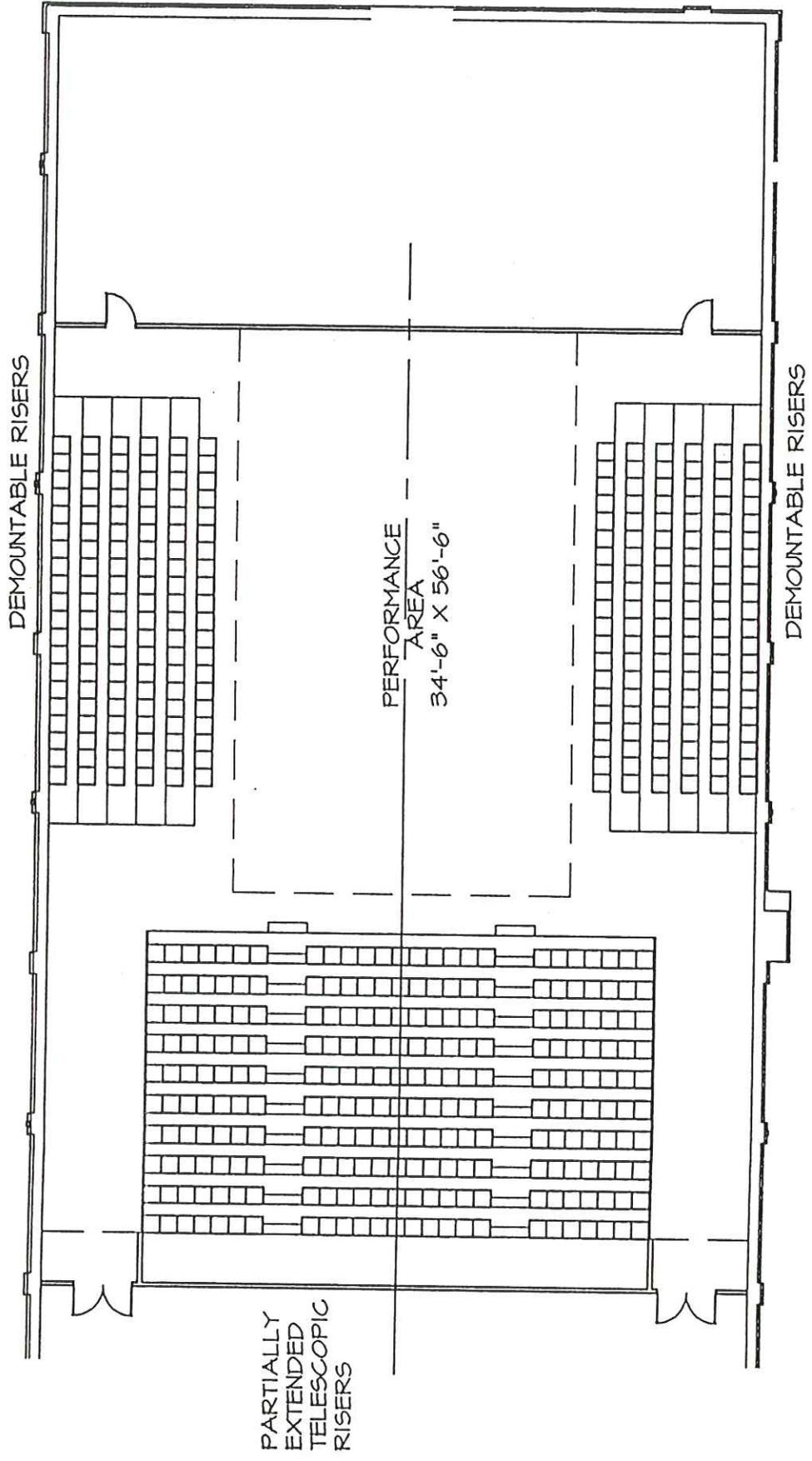
A: FLAT FLOOR - 800± SEATS



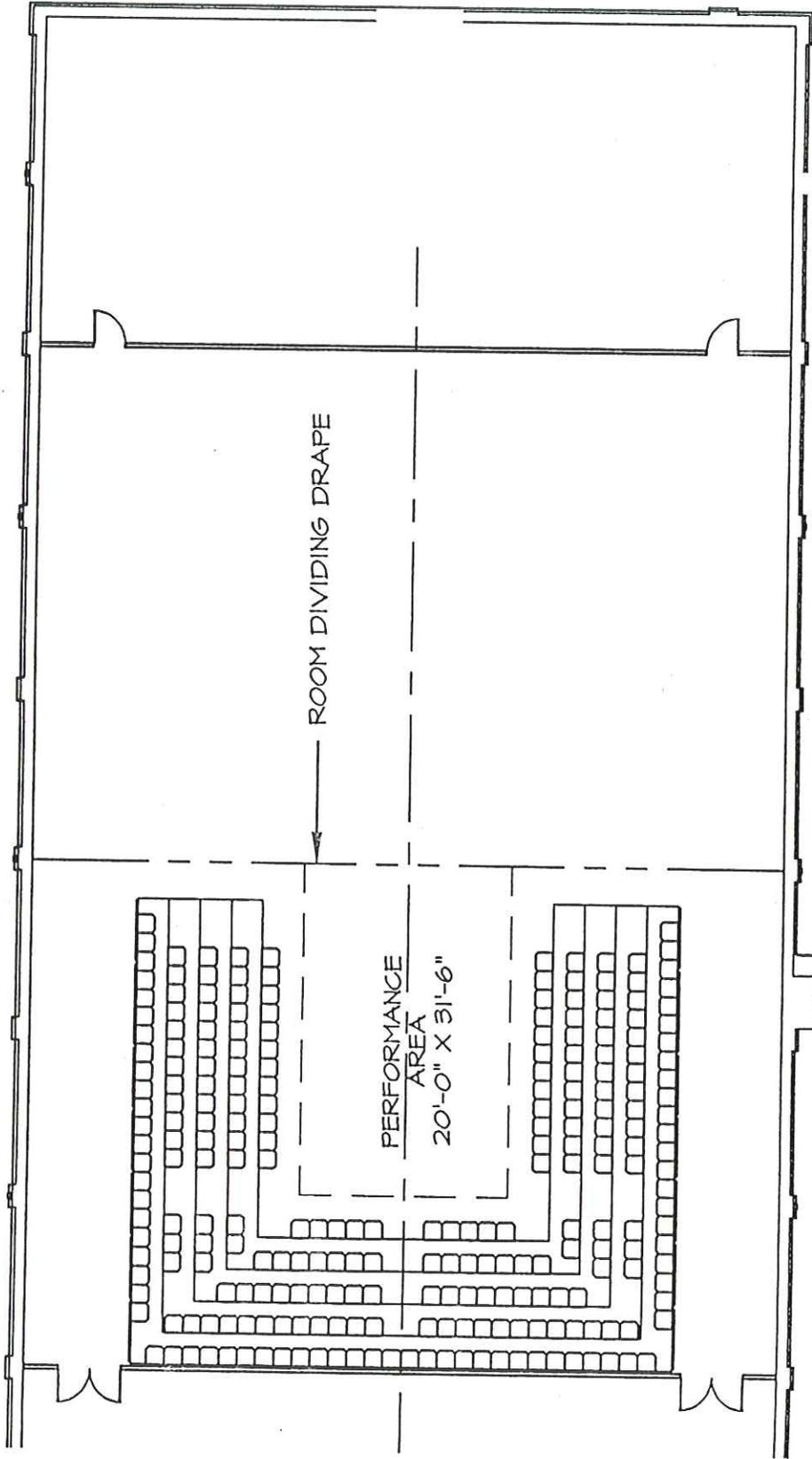
**B: TELESCOPIC ENDSTAGE - 500± SEATS**



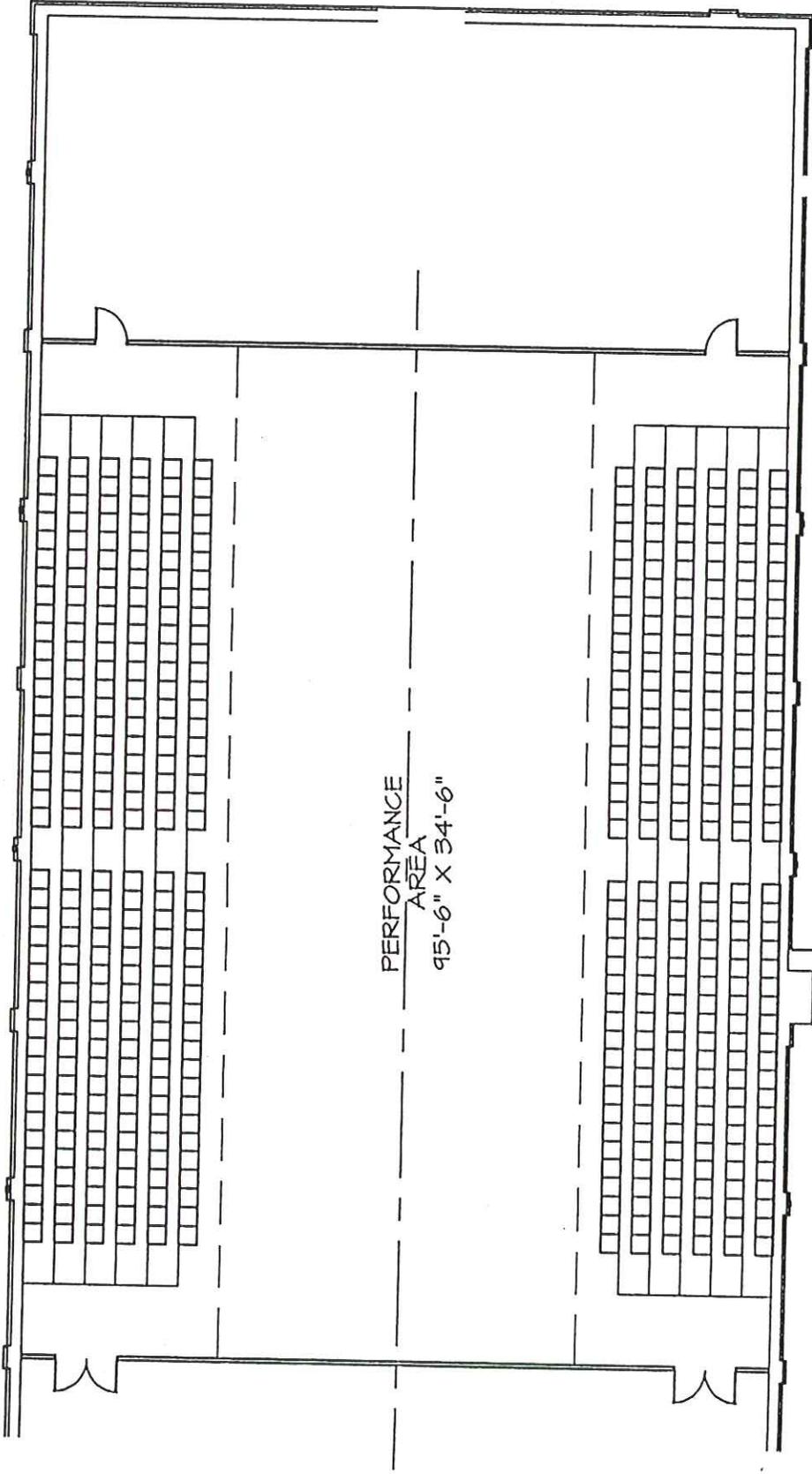
C: TELESCOPIC + CHAIRS - 620± SEATS



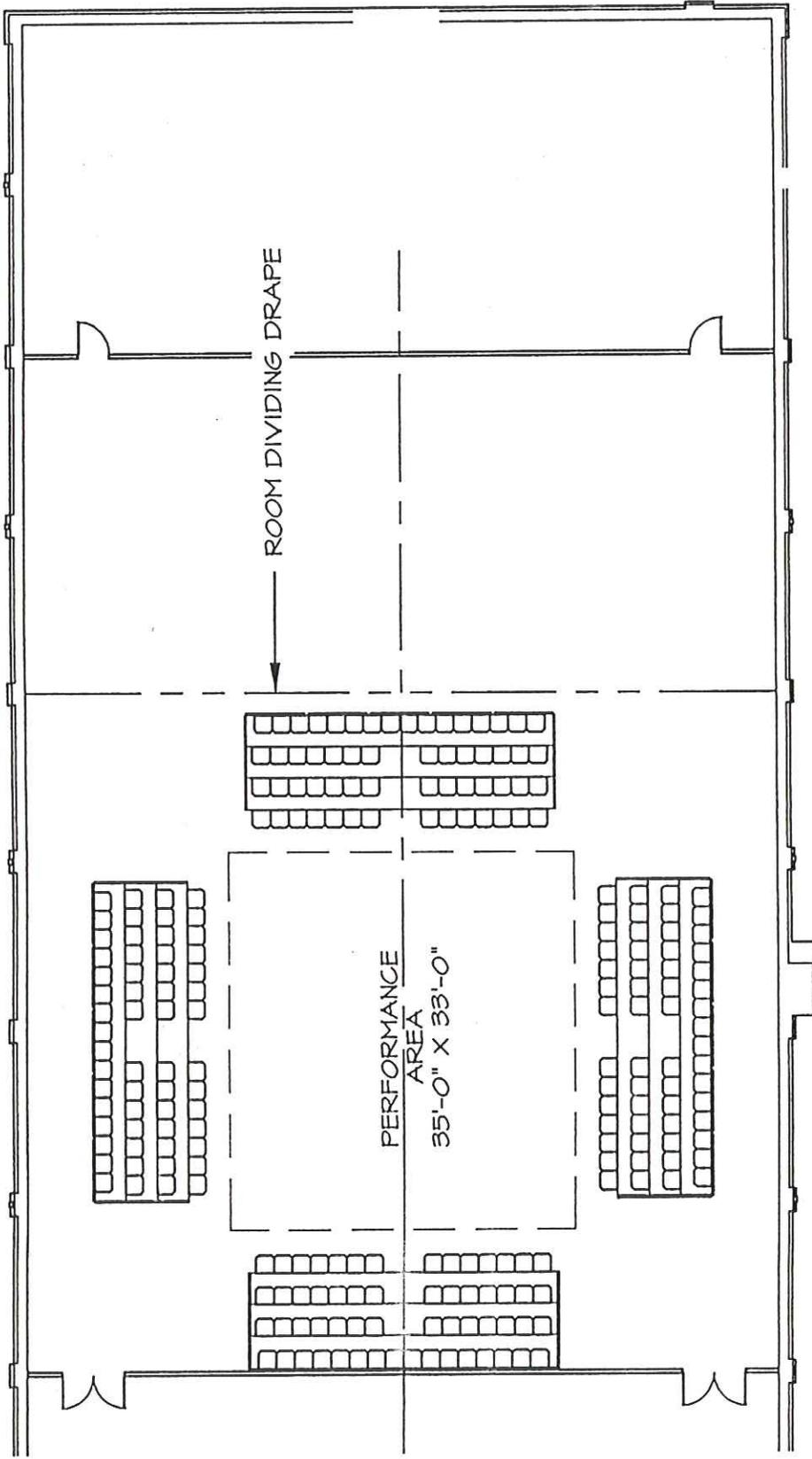
D: TELESCOPIC/DEMOUNTABLE THRUST - 500± SEATS



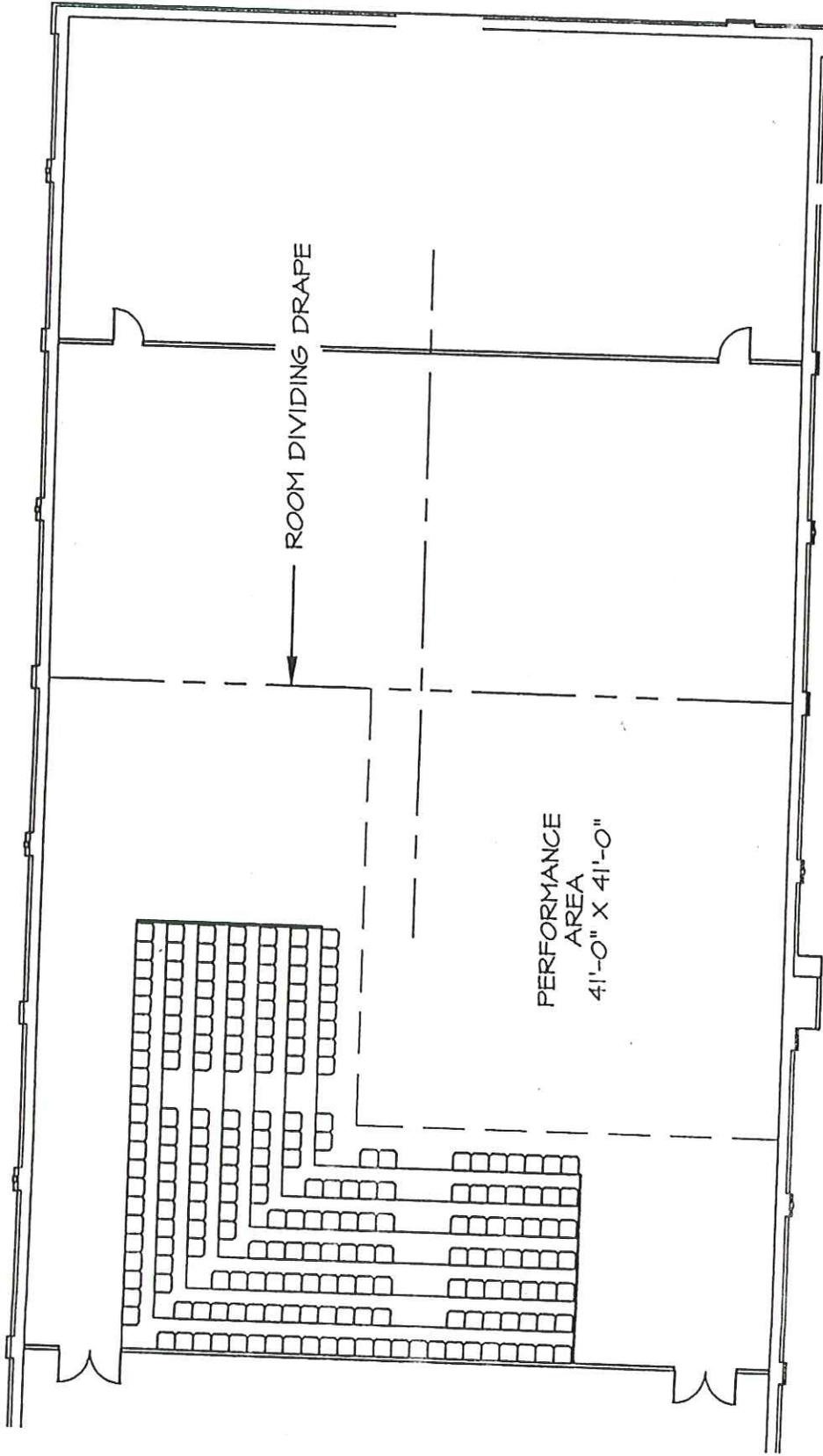
E: DEMOUNTABLE THRUST - 250± SEATS



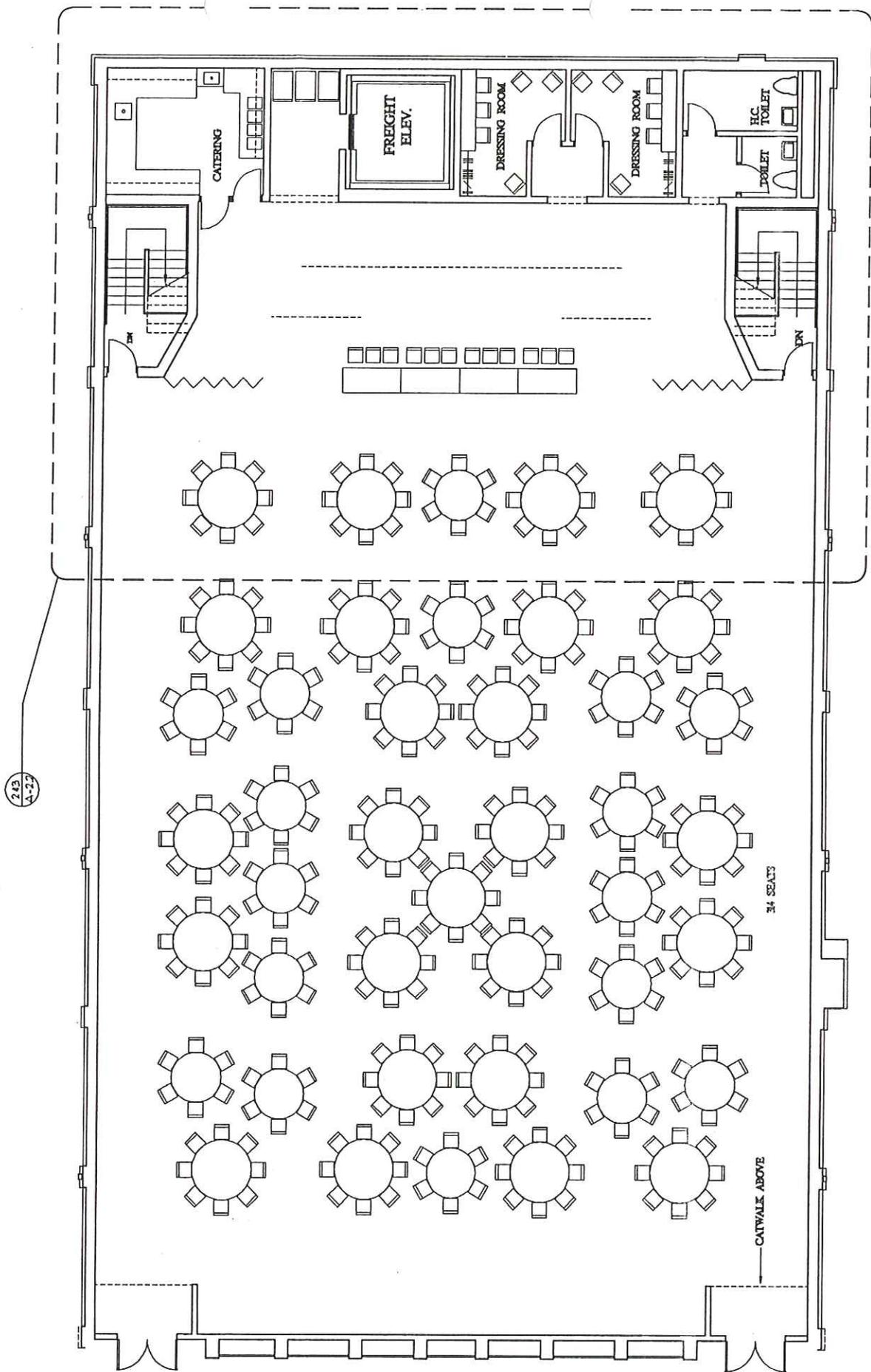
F: DEMOUNTABLE 2-SIDED ARENA - 500± SEATS



G: DEMOUNTABLE 4-SIDED ARENA - 230± SEATS



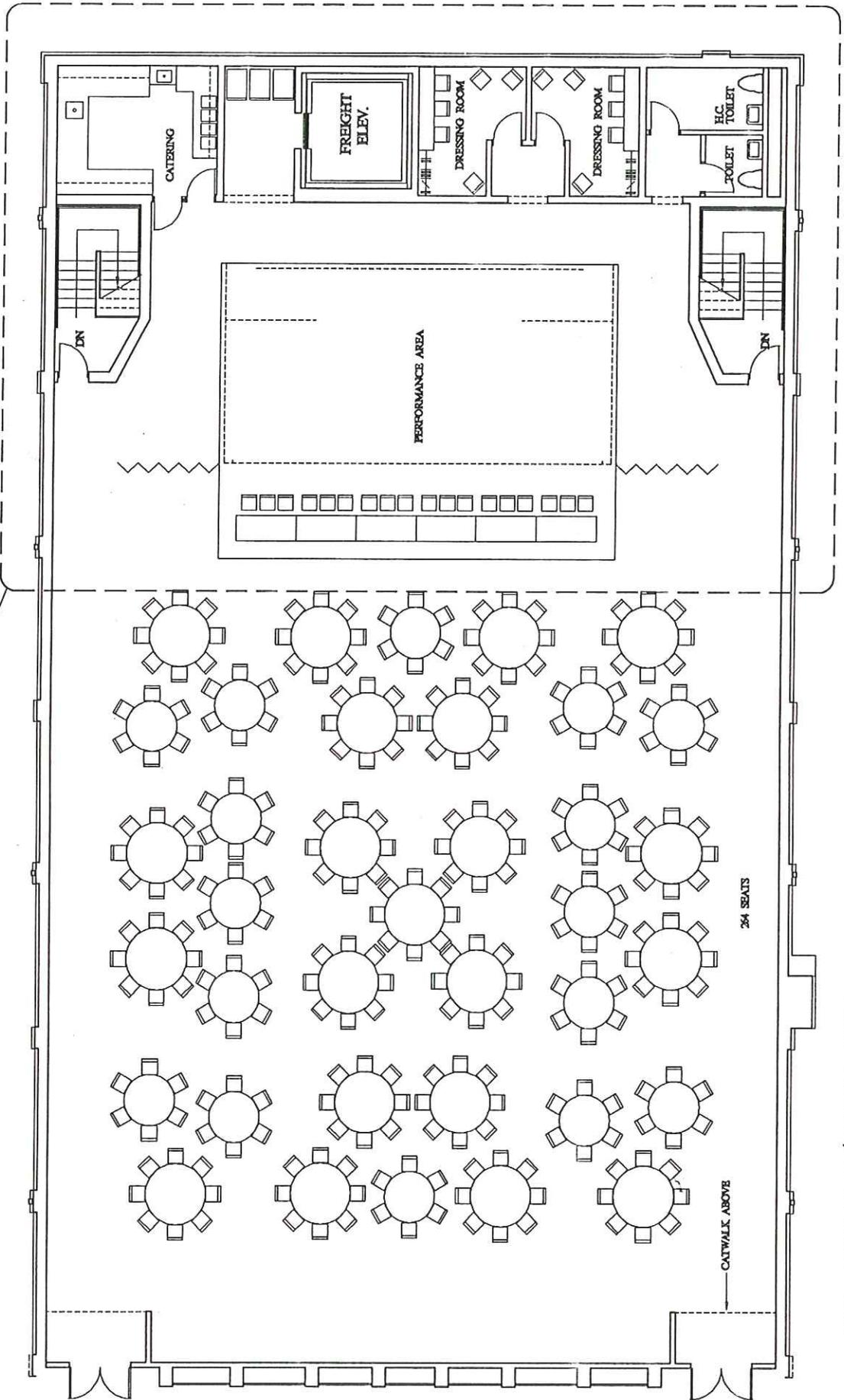
H: DEMOUNTABLE CORNER - 200± SEATS



ALT. BANQUET/STAGE AREA

1/8" = 1'

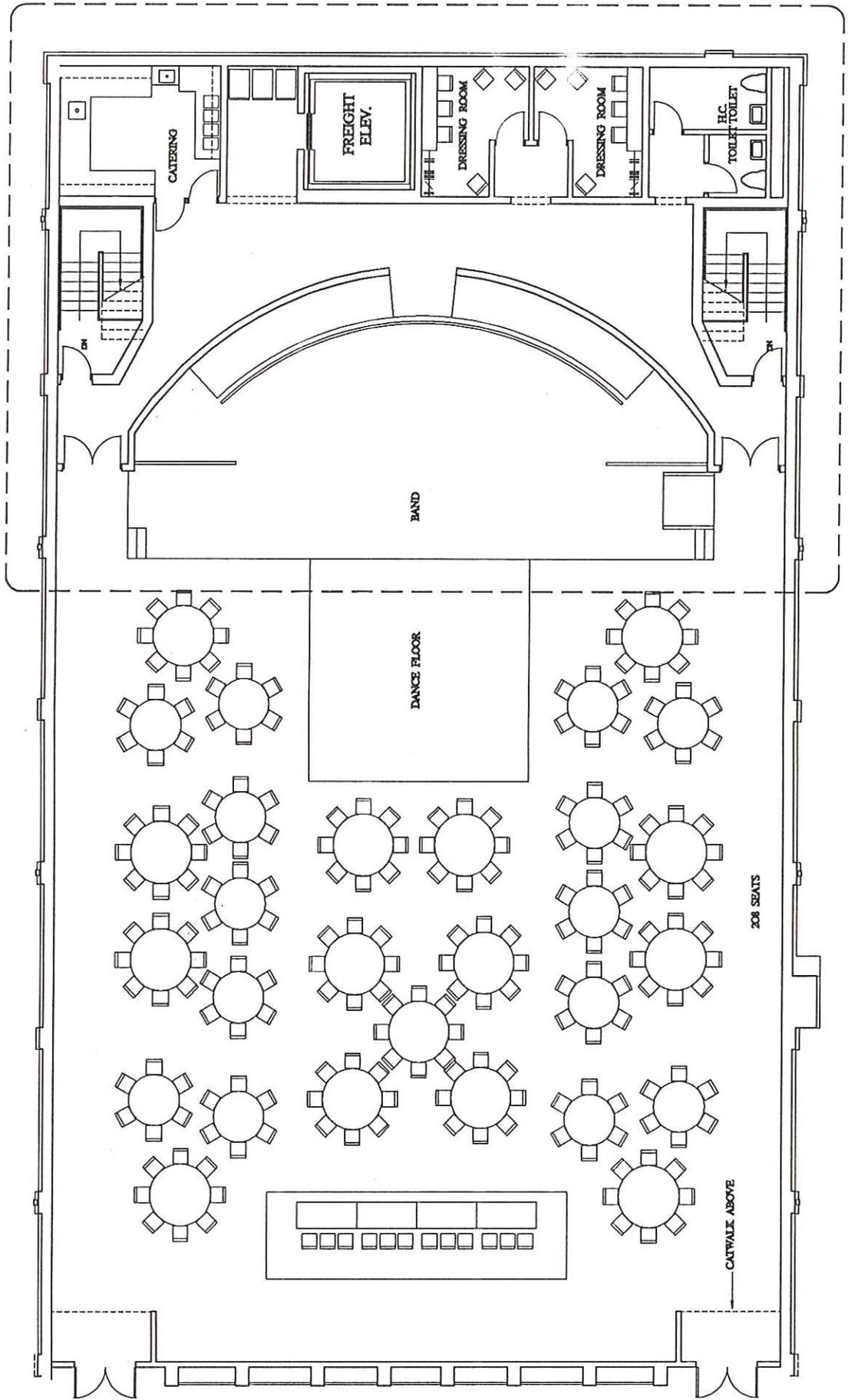
243  
A-2.2



ALT. BANQUET/STAGE AREA

3  
A-2.2

1/8" = 1'



ALT. BANQUET/STAGE AREA

Middletown Armory Community Cultural Center

Financial Information 7 March 1996

**INITIAL SOURCES OF FUNDS**

Source	Amount	Comments
G. Weitzman	(13,000)	Disbursed
Middletown Economic Development Comm.	(10,000)	Disbursed
Wesleyan University	(6,000)	Disbursed
Farmers & Mechanics	(1,000)	Disbursed
EIS Foundation	(1,000)	Disbursed
Liberty Bank	(500)	Disbursed
Middletown Commission on the Arts	(300)	Disbursed
<b>Total Spent to Date</b>	<b>(31,800)</b>	

Middletown CBDG Commitment	500,000	\$240,000 has been awarded, but not disbursed
Wesleyan University Matching Grant	50,000	Not yet disbursed
<b>Total Commitment of Future Funds</b>	<b>\$550,000</b>	

**ANTICIPATED CONSTRUCTION COSTS**

Phase IA - Drill Shed, Code Work & Support Areas	\$1,250,000	This is a preliminary cost estimate. Finals are due mid-March.
Phase IB - Staging, Kitchen, Lower Level.	TBD	To be determined
Phase II - North & South Wings (Interiors)	TBD	To be determined

**FUNDING DEFICIT**

Funds needed for Phase IA	\$700,000	\$500,000 in funding has been requested of the State by the Mayor's office; \$200,000 will be raised by the Armory Committee
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Description	Calculation	Amount	Comments
<b>PROJECTED INCOME</b>			
Drill Shed - Phase IA			
Local Arts Performances		\$5,000	Per surveys of the Middletown Arts Commission
Weddings and Banquets	\$800 x 18yr	\$14,000	
Film Series (Mon & Thurs Nts.)	\$500 x 100/yr	\$50,000	
Antique,Crafts, Collectors Fairs	\$2000 x 12/yr	\$24,000	\$5/tkt x 100=\$500/night minus film rentals
Charitable Events	\$150 x 36/yr	\$5,400	
Ballroom\Square Dancing	\$250 x 12/yr	\$3,000	
Concerts	\$500 x 12/yr	\$6,000	
Local Sports	\$50 x 50/yr	\$2,500	
Daytime Meetings/Seminars	\$250 x 100/yr	\$25,000	Based on Midfield Experience
Evening Meetings/Seminars	\$250 x 50/yr	\$12,500	Based on Midfield Experience
Public Meetings/Seminars		n/c	
Subtotal		\$142,400	
Basement - Phase IB	\$4/sf x 5,000 sf.	\$20,000	Local Arts & Civic groups use of studio, office & storage spaces
Commercial - Phase II			
Pub	\$9/sf. x 1,900 sf	\$17,100	Assumes 1/2 of 2nd floor is removed creating a balcony effect
Coffee House	\$9/sf. x 1,296 sf	\$11,664	
Office	\$7/sf. x 1,296 sf	\$9,072	
<b>Projected Income</b>		<b>\$200,236</b>	
<b>OPERATING EXPENSES</b>			
<i>(Most operating cost estimates are based on Building Owner &amp; Managers Assoc. (BOMA) 1995 experience and exchange report)</i>			
Construction Debt Service		\$53,984	500,000 loan @ 9% 20 year term
Administrative:			
Management, gen. office, prof fees:			
Events Coordinator P/T	.53 x 27,000 sf.	\$14,310	
Events Marketing Costs		\$20,000	
Utilities:		\$15,000	
Water/Sewer	.09 x 27,000 sf.	\$2,430	
Gas/Oil	.25 x 22,000 sf.	\$5,500	Commercial tenants responsible for their utility consumption
Electric	2.38 x 22,000 sf.	\$52,360	Commercial tenants responsible for their utility consumption
Maintenance:			
Cleaning	1.23 x 22,000 sf.	\$27,060	Includes labor and supplies
Elevator	\$155 per month	\$1,860	Estimate based on one elevator
Grounds/Snow	.04 x 27,000 sf.	\$10,800	
HVAC/Plumb/Elec/Fire Safety	1.25 x 27,000 sf.	\$33,750	
Insurance:	0.28 x 27,000 sf.	\$7,560	
<b>Projected Operating Expenses</b>		<b>\$244,614</b>	