



Functional Plan Report 2020-2021

Introduction

KSOA was notified by the Landlord, Mike Scrannage, that the current space may not be available as of spring 2023. As a result, a functional plan is needed so that the KSOA has a picture of what basics and absolute requirements are needed in the new space. This functional plan will then be used when looking at real estate options in Kingston that meet the school's plan.

A relocation planning group was put into action January 2021 to survey the needs of the community/members establish common guiding principles for the new space, establish space and facility requirements for both the School space and WAG.

Functional Plan Foundation

The KSOA's studios and art gallery are symbols of the community in building form. Ideally the KSOA should be extended and promoted as a place of community assembly.

The KSOA should be a visible, vibrant, welcoming and open, safe and pedestrian-oriented space, with adequate parking.

The new site should develop connections to the surrounding community e.g., use of adjacent parks, trails, community centres. It should take advantage of nearby landmarks to extend the learning environment.

The space/design must provide a safe and accessible environment for all users in all seasons.

A diversity of space: active, quiet, open will allow for flexibility for use by both the students, staff and community.

Community/member Feedback

A website survey completed/evaluated in fall 2020 with 35 respondents from the staff, students and community.

Information from the surveys provided a very clear picture that the schools new space supports the key role as a community location of learning and creativity and the availability of an art "centre".

The result from the surveys and discourse with members of the community provided consistent priorities.

Parking and accessibility e.g., ramps,

Varied spaces functionality e.g., dedicated rooms, rental rooms and open studios

Environmental enhancements e.g., offices, storage and lighting

All improvements and/or expansions will enhance the role that the school plays in serving the region and the art community

Physical space requirements

NAEA (National Art Education Assoc.) recommends a minimum of 55 square feet per student with a recommended educator to student ratio of 20– 25:1.

This results in an art room (i.e., classroom or studio) covering approximately 1100–1375 square foot (number of students x recommended square foot of 55 per student) excluding auxiliary space.

School art rooms should support the needs of physically challenged learners including ease of movement and access for wheelchairs to equipment and supplies and support the needs and safety of students who are visually impaired and those with other special needs. This will require an additional space per student >55sq feet dependent on the equipment etc.

The current space of the WAG is 3500sq/ft. The school space, offices, storage and rented spaces are to be measured for square footage to establish final minimal space requirements. Unfortunately due to Covid 19 lockdown the measuring process has been on-hold but is expected to be completed by August 2021.

Finances

To establish a budget for a studio/art space the guideline from the Canadian Mortgage and Housing Corporation is not to spend more than 80% of the residual income on your space, after accounting for all expenses.

Also, to take into consideration is that registered charities and small theatres can apply to have their property taxes significantly reduced. This will require consultation with the municipal tax office for KSOAs qualification each year.

Next Steps - 2020

1. Measurement of art space square footage
Completing the NAEA assessment

| How Much Space Do We Need | | | | |
|---|----------------------|---------------------|----------------------------|---------------------|
| | Current Space | | Future Requirements | |
| | # spaces | Approx. Area | # spaces | Approx. area |
| Studio space – by media | | | | |
| Studio space - open | | | | |
| Reception space | | | | |
| Office space | | | | |
| Storage space – equip | | | | |
| Storage space - art | | | | |
| Shared/private bathrooms | | | | |
| Kitchen/lunchroom | | | | |
| Meeting room(s) | | | | |
| Other | | | | |
| Subtotal sq.ft. | | | | |
| Add 15-30% for hallways and circulation space | | | | |
| Total sq.ft. | | | | |

2. Establish budget for Real Estate consultation and assistance in finalizing lease/renting requirements
3. Potential hiring of a dedicated Real Estate Agent
4. Reconnect with the City of Kingston regarding the relocation and potential collaboration.
5. Begin ‘touring’ space that meets the KSOA basics to further evaluate what spaces are viable i.e., warehouses vs commercial vs residential.