A LIBRARY FOR THE TOWN OF MILFORD:
An Addition to and Redefinition of Three Buildings in an Urban Context

by

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of the requirements for the degree of
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A LIBRARY FOR THE TOWN OF MILFORD: 
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by Kate Dundes

Submitted to the Department of Architecture on June 16, 1980, in partial fulfillment of the requirements for the degree of Master of Architecture

ABSTRACT

Throughout the course of my architectural education, I have become increasingly committed to the idea of reinforcing the existing fabric of our towns and cities, and intrigued with the need to sometimes redefine the existing architecture within those cities.

This thesis concerns itself with the design of a library on a site in Milford, Massachusetts. The site is defined by three proximate, albeit dissimilar buildings, one of which is the original and still operating Milford Public Library.

This thesis attempts to resolve the urban issues implied by the existing town context, the architectural issues implied by the three buildings on the site, and the programmatic needs of a contemporary library.

Advisor: Antonio Di Mambro
Associate Professor of Architecture
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Introduction

WHY MILFORD?

A necessary and intrinsic part of an architectural student's education is her work experience. It is through the work situation that one can juxtapose the theoretical issues explored in school with the actual problems of a realistic project.

In the summer of 1979, I had the opportunity to work with the Boston architectural firm of Mastroianni and McQueen, Inc., on the Milford Town Hall renovation project. The building built in 1845 by Thomas Silloway, and added to in 1901 by Robert Allen Cook, is a beautiful 19th century "decorated barn" structure which remains an important element in both the history and current context of Milford. It was the conviction of the firm to both preserve the building, yet alter it in such a way as to be a very workable town hall in 1980. Their attitude was to understand the essential characteristics of the building to enable them to make decisions as to
what should be reinforced, and what could be changed.

Working on the town hall project, I became interested in the town of Milford and the possibilities of change required for its current needs within its existing context.

Their very real need for a new library presented an enticing design opportunity for me to explore my interests in a contextual design problem which necessitated a resolution on both the urban and architectural levels.

The site where the existing library sits is important to the fabric of Milford in both its positioning in the town and in the fact that it contains two other buildings which are solid and beautiful elements in themselves. It seemed important to consider any new library building to be located near to where the existing library is, as the Milford Memorial Hall Library is a symbol to the town of its past. One associates the library with that location, and it therefore became necessary to me to explore the possibility of its continuing to be there. To suggest the library's removal from the downtown to the suburbs would be a denial of the importance of the urban context which must continue to be reinforced, rather than denied.

Since my first conviction was to retain the three buildings on the site, my goal was to create an important and meaningful urban space and civic building with the existing structures as defining factors. My goal was to successfully link three buildings in such a way that they might still retain their character and meaning; to overlap the new and the old, and to suggest to the user both understanding and surprise.
Milford 1870
Chapter One

A BRIEF HISTORY OF MILFORD

Milford, Massachusetts, located approximately 30 miles southwest of Boston, was incorporated as a town in 1780. It had a population of 750 people, and has grown to a population of approximately 25,000 in 1980 with an estimated population of 30,000 by the year 2000.

The principal industries of Milford were the boot and shoe industry, the straw hat industry, cigar manufacturing and granite quarrying. The quarries produced Milford Pink Granite, a beautiful stone used on many civic buildings throughout the northeast until the quarries were gradually closed by the 1930's. These industries provided much of the employment in the area, and allowed Milford to be seen as an independent, self-sufficient town, rather than a satellite town to Boston.

The main thoroughfare in Milford was originally called Sherborn Road, and according to the History of Milford was a rustic bridle and cart path. It was originally a residential road, with a few taverns, until the 1830's, when it became the commercial thoroughfare. The homes were moved and replaced with building "blocks"; commercial buildings with businesses on the first floor and meeting halls on the second.

Today, Sherborn Road has been renamed Main Street, and is an active commercial street with a variety of stores still serving the community. Many of the original commercial buildings are gone and the industries which once made Milford an independent town are closed. Many people commute to Boston or other communities to work, and the nearby shopping malls offer fierce competition to the local stores.
Milford Main Street, looking Southwest
Urban Context

The downtown of Milford, roughly defined by Main Street, and the secondary streets which branch from it, still has a distinctive 19th century town center which has become increasingly ignored and neglected. The fabric of the town has been eroded such that it lacks much of its original architectural character and coherence. The continuous edge of two-, three- and four-story commercial buildings which line Main Street is interrupted by gaps where buildings once were, and many of the once elegant masonry facades have been covered with "modern" applications.

Main Street stores

THE LACK OF AMENITIES

There are few amenities in the downtown area. Two or three benches sit in a rather desolate town green called Draper Park, and a few trees have recently been planted on Main Street.

PARKING

Municipal parking is provided to the rear of many of the stores, providing about 400 spaces; on-street parking and private lots provide a total of 700 spaces in the downtown area.
Main Street is lined with commercial buildings, mostly stores and restaurants below, commercial office space above. The primary entrances are from Main Street; however, a whole network of back entrances from the parking exists, and many of the commercial buildings on the side streets overlook this network.

The residential district begins as the commercial ends. The north/south boundaries are fairly clear; in fact, the Memorial Hall Library site marks the end of the commercial to the north. The east/west boundaries are less clear, however, as an overlapping of commercial and residential occurs frequently on the side streets.
looking southwest on Main Street 1980
Commercial activity on Main Street 1980
Axonometric showing the Main Street commercial and site
Chapter Two
The Site

THE SPECIFIC SITE AND ITS SURROUNDINGS

The specific site with which I'm concerned branches off slightly from Main Street and marks the end to the commercial zone at that point. It also marks the entrance to the town from the new suburban development to the west, and those arriving from Boston and the suburbs to the north. The west edge of the site looks out upon the back yards of the residential zone, while the south edge faces the elegant facade of the four-story masonry building across Pine Street and the municipal parking adjacent to it. The north, Spruce Street side looks out upon the Stacey Middle School and the town park. Pedestrians coming from that direction often cut through and across the site to Main Street rather than walking around.
The actual site contains four buildings; the Memorial Hall Library, the Spruce Street School, the First Unitarian Universalist Church and a machine shop (a building slightly removed from the other three which I do not include in my project). They all sit considerably elevated from the Main Street datum and therefore overlook Lincoln Square (the street which branches off of Main Street to form an island between Main Street and the hills beyond the residential).

A Dunkin' Donuts now occupies part of the site which fronts Main Street, and obscures the east facade of the Church. The donut shop has been "plopped" down on a site which once contained a small "block" of buildings which strongly defined an edge, allowing the Memorial Hall Library to be set back, and apart. One now drives into a site which has completely ignored the existing patterns originally established.

The island between Lincoln Square and Main Street was also once a strongly defined line of buildings which are almost all gone. An Arco service station and Friendly's restaurant now occupy most of the site, with large gaps around them creating a disastrous void in the fabric of the downtown. The only original building which remains is on the corner, a four-story granite office building with varied colored granite piers defining the first floor.
1. View of island with Arco station and Memorial Hall

2. View of east facade of church and back of school

3. Arco station

4. View of north facades of Memorial Hall and School
Memorial Hall Library

The Memorial Hall Library was built in 1884 as a Civil War memorial, museum and library. It was designed by Frederick Swasey in the Victorian Romanesque tradition and built of Milford granite and hammered brownstone. It is a two-story structure with a basement and hip roof and is entered through a semi-circular keystone arch supported by two polished granite columns.

One enters through the arch into the Memorial Hall vestibule, designed to be the principal architectural feature of the building. The dominant elements in the space are the richly panelled and ornamented fireplace, and the circular stair with 22 granite steps, each inscribed with 22 of the principal Civil War battles. The circular stair is articulated on the outside of the building by a tower which pops out and is topped by a conical roof.
One enters the library through the vestibule into the Public Room, a room where books once kept in closed stacks were brought to the public and which now contains the checkout desk for an open stack library. The rest of the library is essentially the same as originally intended.

The second floor of the library contains the Grand Army Hall, a handsome assembly space with a stage which is used now as a work and exhibition space for the Milford Historical Commission. Two anterooms, originally the men's meeting room and a museum space now provide meeting and lounge spaces for the American Legion. A stair leads up to the attic space used for storage. The basement, which is connected to the first floor by a secondary stair, contains storage for the library, men's and ladies' toilets, a mechanical room, and a lounge for the Council on the Aged.
MEMORIAL HALL LIBRARY
Built 1884
Plans, Sections, Elevations

front, east elevation

south elevation

first floor plan

second floor plan
MEMORIAL HALL LIBRARY
Built 1884
Plans, Sections, Elevations

north elevation
rear elevation

longitudinal section
transverse
The Universalist Church was built in 1898 by Robert Allen Cook, a highly respected Milfordian who studied architecture in Europe and returned to design many buildings in Milford. The church, located on Pine Street, is a load bearing stone building of Milford Pink Granite. The walls are three feet thick with deeply set "punched" fenestration.

Although one perceives the building to contain strong cross-axial spaces from the outside, one is surprised upon entering the chapel to find a semi-circular pulpit located in the corner, with fan-shaped pews emanating from it. It is separated from the Sunday School Room by a screen wall of operable Tiffany glass windows. The Sunday School Room contains a stage at one end, and two flexible rooms with a ladies' lounge above. The basement is partially "finished," containing a complete kitchen and lounge space, and men's and ladies' toilets.
The east facade of the church, facing Main Street, is now partly obscured by the Dunkin' Donuts building. The rear facade of the church is a beautiful asymmetrical composition of stone and stained-glass windows. The west facade is perhaps the least important to Main Street as it can't be seen. It is, however, in full view from the parking as there are no structures next to it.

The church has the capacity for a few hundred people, and a current congregation of about 40 members. It is in beautiful condition, although it is very underutilized.
FIRST UNITARIAN UNIVERSALIST CHURCH
Built 1898
Plans, Sections, Elevations

Plan
1 Chapel
2 Sunday School Room
3 Ladies Lounge above

Transverse Section

Longitudinal Section
front, south elevation

west elevation

rear, north elevation

east elevation
The Spruce Street School

The Spruce Street School, built in 1895 by Robert Allen Cook, is essentially a two-story Federal-style box with a basement. It is built of red brick with stone lintels and fascia, and has a low-pitched roof with protruding dormers. It is of bearing wall construction with multiple fenestration on two sides. The site on which it sits slopes up from Main Street, so it is slightly higher than the Memorial Hall. From the Spruce Street side it is perceived as a two-story structure, while from the back the grade drops to reveal its fully fenestrated basement level.

One ramps up slightly to entrances on the two sides of the structure to enter on the half level between the basement and the first floor.

The building becomes more interesting when one discovers the singly-loaded corridor which either looks out to the back of the building or leads into the classrooms. There are two large classrooms per floor, with a connection between, which look out to the park and school across Spruce Street.
The Spruce Street School is currently being used as an art annex to the Middle School across the street. The first floor of the church, the Memorial Hall and the basement level of the school are on the same level. The basements of the Memorial Hall and church are roughly on the same level.
SPRUCE STREET SCHOOL
Built 1895
Plans, Sections, Elevations

Plan
1 Classrooms
2 Corridor

transverse section
longitudinal section
SPRUCE STREET SCHOOL
Built 1895
Plans, Sections, Elevations

front, north elevation
west

rear, south elevation
east
Analysis of the three Buildings

To understand how the buildings might support a new system of architecture and functions, and form a new relationship to the town, the buildings had to be evaluated both formally and functionally.

Memorial Hall offers approximately 6,500 square feet of space. The building stands as the most dominant element on the site from Main Street, the entrance beckoning one to be enveloped within its protective walls. It celebrates the notion of entry with its beautifully articulated vestibule, and it remains an essential historical building in the town.

The Universalist Church contains approximately 8,500 square feet of space. It too is an extremely solid and heavy structure on the site, although it has the characteristic of being perceived as "two" buildings. Because of the different orientation of the roof framing, the chapel, with the formal entrance to Pine Street, is oriented in the north/south direction. The Sunday School Room is framed in the east/west direction, similarly to the other buildings on the site.

The spaces of the church are large and column free and have the potential to be used in different ways. The Sunday School Room has the potential of adding an additional level and the stage facade has the potential to be altered, as it is not articulated by special stained-glass fenestration, and has been altered once before with the addition of a chimney.
The Spruce Street School contains approximately 5,000 square feet of space. Because the building is singly-loaded with entrances on the side, it has great potential to be redefined, either by an addition to the corridor or the removal of it. This building is perhaps the least "sacred" of the three, another argument for its alterability, and the classrooms offer easily dividable spaces.
Site Analysis
Urban Design Recommendations

Having completed the urban analysis, I have made and followed certain urban design recommendations to strengthen the urban fabric. The site concept developed from these recommendations concerning certain aspects of the site.

Firstly, that the Dunkin' Donuts would be removed from the site, as its presence is irreconcilable with the existing fabric. Secondly, that the island of land between Lincoln Square and Main Street would again be developed as commercial buildings, filling in a desolate gap in the fabric.

The machine shop, an original wood-framed structure which is part of the site, would remain as is. However, if at a future date the space became necessary to the library site, either for expansion or parking, it might be removed. The house and its motel-like addition would be removed to provide a vehicular drop-off entrance from the municipal parking.

The municipal parking across Pine Street would provide most of the parking for the library, although a vehicular drop-off would be located closer to the buildings.
the transference of Draper Park, creation of the "Urban Room"
The Site Concept

The site concept evolved from several notions, the most important being the acknowledgement of Main Street as the "front" to the project. I felt it was imperative to reinforce the importance of Main Street by establishing the primary site entrance from it, yet at the same time acknowledging the entry into the site from the Middle School (and the short cut to Main Street) and the approach from the municipal parking.

The removal of Dunkin' Donuts allows the east facade of the church to be fully seen from Main Street, and to frame the now open space in front of it. That space will remain open, framed by the church and the four-story building across the street. It is essentially the transference of the concept of Draper Park to the new library complex.

To resolve the various concerns of the site; the project's relationship to the street, the progression begun from Main Street to the site, the various entry points, the new build possibilities and the conflicting morphologies of the commercial and residential zones, the concept of creating an outdoor "city room" evolved. The rear walls of the Memorial Hall, the Universalist Church and the side of the school begin to create a potentially beautiful space defined by the three walls. The space would attempt to be the culmination of the various complex conditions which influence the site, and the mediator between the new and the old.
The various functions and their relationships
CHAPTER THREE
The Library Design

THE PROGRAM

The development of this project included not only the program for the library but the development of support functions which would create a center of activities important to the town and meaningful in the existing buildings.

The program included a library which would serve as a center of knowledge and information for the inhabitants of Milford. It would be an accessible, inviting place serving all members of the community; from young children to the senior citizens. The specific program for the library was developed by the firm of Huygens and Tappe, Inc., for the town, and is the one I used for the ultimate design.

The support functions would include a chapel for the Universalist Church congregation, although one more suited to its size. A small museum and gallery would provide space for exhibiting artifacts from the historical collection and exhibits of local artists. Work space would be provided for local artists and crafts people.

The lower level would provide space for a few classrooms and offices for the adult education. The juxtaposition of the museum with archive functions would allow the Memorial Hall to be seen as the important historical building which it is, and as a meaningful part of Milford modern life.
Although these activities were not ultimately designed, it was necessary to understand how the site might best interact with the program so that the way in which the site is defined would allow the activities to eventually occur. Redefining the site suggested ways in which to perceive the buildings differently than existed, and the uses to be associated with them.

Because of the programmatic needs of a modern library, and the kinds of flexible, easily observable spaces which it requires, the decision was made to locate the library adjacent to the rear wall of the school. The school provides easily redefined rooms, and a building which can support considerable change. The site behind it is large enough to provide the necessary amount of additional new space required.

The "city room" would establish the physical connection between the structures; an outdoor room to sit and read or watch those coming and going. Underneath the "city room" would be the indoor "city room"; a large flexible auditorium space defined by the massive foundations of the structures. Shared by the Council on the Aged, the adult education, and the library, it establishes an intrinsic link, both actual and spiritual, between the three buildings.
The public library for Milford, the only new build and the part of the complex which was designed, attempts to resolve the various complexities of the site and the program. The buildings on the site are different and distinct in their own right. I felt that the solution should respect the existing structures, yet be assertive as a building in its own right. If the library entrance was to acknowledge three different directions of approach, yet strengthen Main Street, did that require a redefinition of the concept of "entrance"?

The location of the new build allows a great part of the project to be seen from the back offices of Main Street. What should the image of a new library, seen from many vantage points, be? A library which is contextual, yet representative of a modern town's aspirations, achievements and tax dollars.
Preliminary sketch

Sketch exploring physical connection of school and Mem Hall
Sketch of library connected to school and church

Sketch of 'porch' connection between church and library
Early plan showing circular entry

Early Plan sketch
Plan showing connection of library and church

Site concept sketch
THE FINAL DESIGN
The Site Circulation

As one approaches the site from Main Street a progression of spaces and movement is begun which leads one through the plaza, up to the slightly higher outdoor room, into the "collector," and then into the library.

The path is paved and branches off at the plaza level to lead to the lower level entrance to the church and "city room," and the upper level stairs which have been reoriented to face Main Street.

To resolve the eight-foot elevation difference between the sidewalk and the "city room," a set of paved steps provides a way to move up to it and establish a sense of passage between one space and the other. Stone benches line the path and skylights puncture the floor of the "city room" to allow light to below, and indicate to those above that a room exists.

The front facade of the new library, set back slightly from the school to which it attaches, forms an arcade on the lower level with a circular entry which is pushed out into the space and can be seen from Main, Spruce, and Pine Streets. The arcade, defined by thick piers, is on the same geometry of the school. It continues past the church and stops at the division of the church's two parts, providing a covered entry from the vehicular drop-off point.

The articulation of the entry resulted as an attempt to provide both a collection point from the various approaches to the library, and a recapitulation of the experience of Memorial Hall vestibule. Although the entry is symmetrical to the "city room," the circular form allows one to enter the building on a slightly different axis to perceive the merging of the old wall of the Spruce Street School, and the new library, into a three-story skylit space.

From the entry one can also descend the circular stair to the room below. A secondary entrance at the point where the arcade meets the school is provided. This entrance also serves as an exterior entrance into the children's library.
Site Plan
Organisation

The library is organized with the most public, and most used functions on the first level. The more controlled, quiet activities are separated from the more active, less controlled functions, both horizontally and vertically throughout the building. The services are located at one end of the circulation and continue vertically through the building.

One enters the library under a bridge which continues through the building on three levels and separates the active, current periodical and lounge space from the more controlled library area. This active area occurs between the old wall of the school and the new structure, and is a three-story skylit space.

To the other side of the bridge is the reference area, periodicals, adult browsing and reading, and the young adult area. To get to both spaces one must pass the circulation control desk.

The services are at the far end of the entrance, providing an elevator, fire stair and toilets.

The public stacks are on trays pulled back from the first level, providing a visual connection between all levels, enabling the user easy access and the librarian easy control. This system resolves the conflict between a library on many levels with the necessity for visual control.

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First Floor Plan
The lower and upper arcade becomes the mediator between the interior and exterior of the library. It leads into the upper functions within the school, it pushes out to acknowledge the entrance and views and its pushed out again to create special, quiet zones which overlook and meet the geometry of the church.

The children's library, a mini-library, is located on the first level of the Spruce Street School. The children enter from either an exterior entrance or through the "public room."

The art and music collection, foreign language area and the media room are located on the second floor of the school, providing more quiet closed spaces for those functions which can overlook the public room below.

The levels of the trays correspond with the existing floor to ceiling heights of the Spruce Street School. The facade of the second and third levels extends over the arcade on the entry level, providing a path on three levels into the Spruce Street School and a public zone which overlooks the library and "city room" simultaneously. The circular space which pushed out of the arcade to define the entrance is enclosed on the second and third levels and becomes the "bay window" to Milford. It is one of the very special small reading rooms in the library as its section is carved out to reveal the entrance below and the skylit zone above it, and looks out to Milford beyond.

1 Public Stacks
2 quiet study
3 lounge
4 audio/visual
5 art and music
1 Public Stacks
2 special lounge
3 administration
Third Floor Plan
THE LIBRARY SERVICES

The library administration is located on the third level of the library, providing offices, secretarial space, a conference area, and a lounge.

The other services are located in the basement. A closed stack and storage is provided and a technical processing and work area is located under the "public room." Delivery is made onto a basement level loading dock which is ramped down to from Spruce Street.

THE MECHANICAL SYSTEM

The mechanical room is located at the basement level. A variable air volume system services the main spaces, and a fan coil system provides perimeter heating. Air supply and return plenums are located in the vertical service core and a dropped ceiling on the bridge contains the ducts which supply the air into the different zones.

The fan and condenser are located on the roof above the service zone, the boiler and other equipment in the basement.
1 Auditorium  
2 adult education  
3 Council on the Aged  
4 entrance to lower level
THE STRUCTURAL SYSTEM

The structural system of the building is a poured-in-place concrete, column and beam system. The floors are poured in place and finished on both sides. The glass skylights are supported by steel frames set into the concrete.
Axonometric
THE ELEVATIONS

The "city room" facade is pulled back slightly from Main Street so that the connection of new building to an old is apparent. The facade is clad in a veneer of Milford Pink Granite panels. The fenestration is small and "punched," sympathetic to the surrounding structures. This is the formal facade, clad in an expensive material and creating the necessary enclosure to the "city room."

The enclosure of the first level library area and the trays above is clad in a brick veneer which continues around the facade and is ended at the service zone. A glass reveal marks the change of function, and glass block wall provides light to the service zone. The brick is continued once again at the wall which encloses the "public room." This wall is "decorated" with a multi-colored brick pattern, and a glass wall connects it to the school building.

The fenestration of the library portion is a continuous band of windows set high to allow books to line the walls on the inside, and fracture the light from the exterior. The windows are lower on the first level where there are private reading spaces associated with them. The sun is screened by a line of planting which continues around the building.

The facades are different from one another. One is formal, more sympathetic to the existing structures, while the other, which wraps around the library, is the new, the modern face, one that exemplifies the kind of space it envelopes and the new image that space creates.
MASSING

The library is massed to be sympathetic with the other buildings on the site. The elevation of the new library corresponds to the elevation to the fascia line of the school to which it attaches.

The rear, service portion of the building extends slightly higher to accommodate its equipment. Other elements which extend higher are similar in concept to dormer and tower elements which "pop" out of the existing buildings.

The stepping back of the church at intervals to become wider at the back than at the street is continued, in another form, by the library's side elevation. The portion of the library which begins at the arcade wraps around, gradually becoming wider as it meets the service edge of the building. The first floor of the library extends further out at the point where the arcade begins, to associate that level more closely with the ground.
CONCLUSION

The result of this investigation has been the design of a new library for the town of Milford. The design fulfills the programmatic requirements, redefines the site and the three existing buildings, and creates a new center, urbanistically and programmatically in the town.

The usefulness of the project to Milford is in the suggestion of one of the possibilities that the site offers. Although my own intention was to complete the design development for the library, the site offers other solutions not investigated.

The program analysis postulated various functional possibilities for the three buildings. Although a more complete investigation would have to be made to determine the program's viability, an analysis was made to understand and combine some of the current and future needs of the community. The program acts as a suggestion of how to perceive three buildings, each built with a specific purpose, in a new way.

The library design exemplifies the possibility of maintaining the library near to its original location in the town, and still serving the needs of modern Milford. It attempts to demonstrate the importance of reinforcing the downtown fabric and suggest one way it might be done.

The possibilities and opportunities of this project offered many challenges. It presented an opportunity to synthesize many architectural concerns; the urban fabric, the existing architectural elements, a new program, and the needs of the community. It offered me, as a student, a chance to synthesize a diverse architectural education, defined by varied institutions, opinions and schools of thought.
APPENDIX

THE SPECIFIC PROGRAM

The following represents the square footage requirements of the program. The specific library program was developed by Huygens and Tappe, Inc. There are a total of 114,000 volumes, 20,000 of which are closed stack and periodic storage, and a total of 165 reader seats.

THE LIBRARY

PUBLIC SERVICE AREA

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<td>Special Public Spaces</td>
<td></td>
</tr>
<tr>
<td>Foreign Language Area</td>
<td>200</td>
</tr>
<tr>
<td>Media Room and Work Area</td>
<td>500</td>
</tr>
<tr>
<td>Conference Room</td>
<td>180</td>
</tr>
<tr>
<td>Library Program Room</td>
<td>1,500</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Area</th>
<th>Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>Administration and Work Areas</td>
<td></td>
</tr>
<tr>
<td>Technical Processing and Work Room</td>
<td>1,600</td>
</tr>
<tr>
<td>Closed Stack and Periodic Storage</td>
<td>2,000</td>
</tr>
<tr>
<td>Administration, Offices and Secretary</td>
<td>750</td>
</tr>
<tr>
<td>Trustees' Conference and Meeting Room</td>
<td>500</td>
</tr>
<tr>
<td>Staff Lounge</td>
<td>600</td>
</tr>
<tr>
<td>Public Toilets</td>
<td>600</td>
</tr>
<tr>
<td>Staff Toilets and Day Room</td>
<td>700</td>
</tr>
<tr>
<td>Storage - Supplies</td>
<td>400</td>
</tr>
<tr>
<td>Janitor and Storage, Shipping and Receiving</td>
<td>400</td>
</tr>
<tr>
<td>Mechanical Equipment</td>
<td>2,000</td>
</tr>
<tr>
<td>Public Service Area</td>
<td>12,950</td>
</tr>
<tr>
<td>Special Public Spaces</td>
<td>2,380</td>
</tr>
<tr>
<td>Administration and Work Areas</td>
<td>9,550</td>
</tr>
<tr>
<td>Add 5% for walls, stairs, etc.</td>
<td>1,260</td>
</tr>
<tr>
<td>TOTAL FLOOR SPACE REQUIRED (square feet)</td>
<td>26,440</td>
</tr>
<tr>
<td>Activity</td>
<td>Size (sq. ft.)</td>
</tr>
<tr>
<td>--------------------------------</td>
<td>----------------</td>
</tr>
<tr>
<td>Council on Aging</td>
<td>5,000</td>
</tr>
<tr>
<td>American Legion</td>
<td>550</td>
</tr>
<tr>
<td>Adult Education</td>
<td>3,000</td>
</tr>
<tr>
<td>Universalist Church Chapel</td>
<td>2,000</td>
</tr>
<tr>
<td>Museum</td>
<td>3,000</td>
</tr>
<tr>
<td>Artists' Work Space</td>
<td>2,000</td>
</tr>
<tr>
<td>Historical Commission</td>
<td>450</td>
</tr>
<tr>
<td>Historical Collection</td>
<td>300</td>
</tr>
<tr>
<td>Auditorium</td>
<td>2,000</td>
</tr>
<tr>
<td>(to be shared by all activities including the Library Program Room)</td>
<td></td>
</tr>
<tr>
<td><strong>TOTAL FLOOR SPACE REQUIRED</strong></td>
<td><strong>18,300</strong></td>
</tr>
<tr>
<td><strong>TOTAL FLOOR SPACE FOR ALL ACTIVITIES</strong></td>
<td><strong>41,680</strong></td>
</tr>
</tbody>
</table>