MUNICIPAL CENTER FOR MICHIGAN CITY, INDIANA

THESIS PROGRAM SUBMITTED TO THE
COLLEGE OF ARCHITECTURE AND PLANNING

IN PARTIAL FULFILLMENT OF THE REQUIREMENTS
FOR THE DEGREE
BACHELOR OF ARCHITECTURE

by
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BALL STATE UNIVERSITY
MUNCIE, INDIANA
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INTRODUCTION

Michigan City, Indiana is located on the southern shore of Lake Michigan. The city was established in 1836 and since that time it has experienced a steady increase in population. In terms of population, Michigan City is the largest city in the state of Indiana without city hall facilities. The current population within the city limits is 40,000. In the immediate metropolitan area the population is estimated at 55,000. It is anticipated at its present rate of growth that the population of the city proper will approach 46,000 by 1980.

In accord with anticipated growth in population, the civic, administrative and governmental buildings which house the city-county, state and federal administrative staffs would tend to expand, thus demanding more space. At present civic and governmental functions of all levels are dispersed throughout the Michigan City area. The selection of an adequate site large enough to accommodate the expanding activities would definitely be beneficial. There are obvious advantages in having the civic and administrative facilities function in close proximity to each other, even if the various stages of the expansion program are carried out on a phased basis within the general framework of a comprehensive plan.
PROJECT STATEMENT

It is the intention of this project to develop a Municipal Center that will permit a concentration of city offices, and serve as a component in the creation of a governmental center in Michigan City. As the complexities of government administration within the urban structure have increased, the need for coordinated dialogue between the administration and the public has become imperative. Such a facility is required to promote the necessary interaction and communication which is essential if government is to perform effectively and efficiently.

These factors, plus the knowledge that Michigan City has inadequate governmental facilities for a city of 40,000, serve as a justification for this study. This complex must function as a necessary stimulus in achieving the desired objectives of both interaction and communication.

Accordingly, complementary programs and functions will be incorporated within the Municipal Center to encourage active civic participation. A carefully organized schedule of the various activities must be employed to achieve maximum success. As a consequence of multiple activities, the inevitability of change and growth within the Municipal Center must be recognized. Therefore, flexibility must be inherent in the complex as a response to this growth and change.
The basic design concept provides a dynamic and viable focal point which the citizens can look to with pride. Through the integration of a variety of activities, the facility will become an environmental influence that can generate a new vitality within the urban structure. This additional activity will serve to reinforce and renew the urban center, and reverse the pattern of deterioration presently being experienced.

DESCRIPTION OF CONTEXT

The site selected for the project lies within the Beachway Urban Renewal Project, IND. R-46, as defined in the Beachway Master Plan, prepared by Carl L. Gardner Associates for the City of Michigan City, Indiana.

The Beachway project area is located between Washington Park on the north, which borders Lake Michigan, and the Franklin Square central business district on the south. Beachway was once a thriving area characterized by significant industrial, commercial, and residential development. However, due to deterioration within the area, assisted by the negative character of its mixed land use pattern, Beachway experienced severe blight. Elimination of that blight, through the urban renewal program, will provide the initial step toward improvement. The sequence and quality of improvements that follow are the means by which revitalization of the business district is accomplished. As the initial
development with the project area, the municipal building must recognize and meet this challenge. The prominence of Beachway's location provides the unique opportunity to transform this area into a focal point of the community.

The location of the site shall be described as lying within Isaac C. Elston's original survey and beginning at the northeast corner of block twelve, thence west a distance of 542.5 feet to the northeast corner of the north-south alley of block thirteen, thence south a distance of 345 feet to the southeast corner of the above mentioned alley, thence east a distance of 542.5 feet to the southeast corner of block twelve, thence north a distance of 345 feet to the point of origin. The combined land coverage of the various parcels and street vacations yield a total ground coverage of 187,162.5 sq. ft.

The site is bounded on the north by Michigan Boulevard, a state highway and major two-way traffic carrier; on the east by a north-south alley; on the south by fourth street, an intermediate two-way traffic carrier; and on the west by Pine Street, a major one-way north, traffic carrier. The property, which includes the vacation of Franklin Street and several existing alleys (refer to master plan) is adjacent to an existing three-story county courthouse building; and a two-story central fire station which primarily serves the central business district. Both are located on the western boundary of the site and are to remain.
Test analysis of the site concluded that it is well drained and adaptable to construction of a wide range. It can be assumed that water seepage will not be a problem. Boring samples revealed the following results:

1) Sand base 601.0 - 566.0
2) Gravel base 566.0 - 551.0
3) Clay and Silt 551.0 - 516.0
4) Sand Base 516.0 - 471.0
5) Clay and Silt 471.0 - 446.0
6) Bedrock 446.0

Water Level Table 590

The property has no existing vegetation and offers little variation in topography, being comparatively level. In accordance with the urban renewal master plan, it is anticipated that the site will be serviced by improved sewer and water lines, and buried power and telephone cables. In addition, the existing street system will be reorganized and a new vehicular traffic system will be constructed.

The location of Michigan City on the southern edge of Lake Michigan presents the following climate considerations:

1) precipitation is fairly well distributed in an annual period
2) temperature variation exists in a wide range
3) humidity is generally high
4) snowfall can be anticipated as moderate to heavy
5) prevailing wind is from the northwest
The proposed location of the Municipal Center is not in accordance with that shown in the master plan for the Beachway development and the validity of this variation shall be established as follows:

The identity of the center will be enhanced because of its relationship to the existing county building adjacent to the site. Because it will be a multi-function facility it serves as the major element in the establishment of an active civic center complex. It will draw its identity from the specific civic participation that it generates. The location of the site is ideally suited for this maximum participation and communication.

The basic concept of a successful multi-function facility requires that it must be accessible to pedestrian traffic. The Municipal Center, because of its proximity to Franklin Square, will encourage pedestrian traffic; and enable the complex to become a generator of activity within the central business district. Once this is established, the sequence and quality of development that follows can strengthen the initial facility and revitalize the entire Beachway urban renewal area.
EFFECT OF TIME

The proposed Municipal Center will have a comprehensive economic influence in its direct relationship to the Beachway project, and Franklin Square. The establishment of such a facility will intensify interest in the Beachway area and restore a sound economic base to the Franklin Square. As the initial development, the quality and success it achieves will dictate competitive development interest. Such development will have a direct influence to the community in relation to an increase in economy and population. It is imperative that this sequence begin now if Michigan City is to reverse the negative factors that now serve as a barrier to its growth. It is apparent that a multi-function facility will stimulate economic growth.

It should be realized that construction cost is perhaps the highest increasing factor affecting our economy. The feasibility of the project is inherent and delay can only yield an increase of total construction cost at a future date. The consequence of this is a reduction of services originally provided for.

The functions that are contained in the Municipal Center were programmed because their need was apparent, and recognized by a broad sector of the city. Those that were considered are interrelated on various scales and the program provides for maximum efficiency throughout the structure.
CHARACTER OF PROJECT

As a functioning element, the character maintained by the Municipal Center will provide the community with several advantages:

1) It will establish an architectural focal point that provides a visible and physical termination to the existing Franklin Square.

2) It will establish a badly required generator of activity for the Franklin Square.

3) It will create an environment that encourages activity because it accommodates pedestrian movement. This will be enhanced by its proximity to Franklin Square. The concept it establishes must serve as a prototype for further development in the Beachway project area.

4) It will maintain an identity for itself once this concept is established.

5) It will exhibit inherent growth potential that allows the facility to remain viable in the future.

6) It will establish a multi-function facility that provides administrative offices of municipal government, a municipal resource center, and various exhibit and meeting areas. This provides a unified and orderly development which discourages duplication of functions and facilities, thereby enabling maximum efficiency.

In addition, as previously stated, the consequences of such a facility will inevitably affect the entire community with an increase in economy and population.
The major factor affecting a project of this magnitude is the negative attitude that presently exists within the community. A small sector of the community are actively engaged in maintaining the status quo, either for private or political reasons. Because of this, the community is presently experiencing a decrease in employment and population growth rate. This has resulted in a corresponding increase in the tax rate, and crime rate.

Eventually, the community will not be able to function independently and consequently it will lose its identity and be absorbed into a regional megapolis. This forecast is reversible, the problem is not insurmountable. The solution will come when the community inaugurates a revitalization of the central business district and this can be accomplished through the success of the Beachway project. It is intended that as the initial development, the Municipal Center will implement that success.
FINANCING

Once a decision has been made in favor of the facility, the immediate concern is the feasibility of such a project in terms of present financial considerations. Because the Municipal Center involves a variety of functions, it is anticipated that the initial cost of the facility will be correspondingly higher than that for municipal offices alone. However, by incorporating within the facility, the municipal resource center, and various exhibit and meeting areas, the complex will be eligible for state and federal financial programs. Consequently, the increase in construction cost for the community would be small in terms of the increase in services the community would realize from the Municipal Center. The community's financial obligations would be assumed under general obligation bond.
ZONING

REDEVELOPMENT CONTROLS

(a) General. It is recommended that all parcels of land within the project boundaries be subject to the redevelopment controls specified in this section of the report. Due to the nature and location of the project, it is the general intent of the redevelopment controls to provide enough flexibility in the intermixture of permissible uses, and in the bulk standards, to encourage the planning and construction of dynamic urban central area developments.

(b) Specific Controls.

(1) General Provisions Applicable to All Uses
    1. Urban Beautification.
       To encourage the beautification of the Central Area and the coordination of redevelopment with the nature of improvements currently being installed in the adjacent Franklin Square area, there shall be provided on each redevelopment parcel exterior beautification improvements equal in cost to not less than one and one-half percent of the estimated cost of structures and other land improvements. To qualify, such beautification improvements shall consist of ornamental sculpture, ornamental fountains, paved and landscaped terraces or plazas, flagpoles, nonstructural decorative or seating walls, benches or unique landscape displays.

All utility services (public and private) shall be underground with the exception of the major transmission lines identified on Exhibit 13.

No use within the project shall:
   a) emit noise perceptible to the human ear,
   b) cause earthborn vibrations perceptible to electronic measurement,
   c) emit smoke or particulate matter in a manner or quantity to endanger the public health, safety, comfort or welfare,
d) store, utilize or manufacture flammable or explosive liquids or materials, except as approved by the Redevelopment Commission,
e) produce glare or heat perceptible to observation from the exterior of a building,
f) cause radiation beyond the boundaries of the lot,
g) have upon the premises exposed storage of materials or trash containers,
h) exceed standards specified in existing City Ordinances, or
i) cause RF interference beyond the boundaries of the lot.

All yards and unpaved open space on lots to be redeveloped shall be landscaped in accordance with plans approved by the Redevelopment Commission, and thereafter be maintained in such a manner as to retain the intended standards of the landscaping plan.

On lots to be redeveloped the minimum setback of buildings and open off-street parking from street rights-of-way lines shall be as indicated on Exhibit 13. All open off-street parking areas adjoining a street shall be effectively screened from view by depressing the parking lot, except where site limitations make depression of the lot impractical, open off-street parking may be screened from view by a solid landscape hedge not less than three and one-half feet in height.

The design of off-street parking areas shall conform to the minimum design standards set forth in Tables 1 and 2 following these Redevelopment Controls.

Off-street loading berths and docks shall be provided with each use in accordance with the need as determined by the Redevelopment Commission, and in accordance with a plan approved by the Commission. Wherever possible off-street loading shall be obscured or screened from view by landscaping from public street rights-of-way.
No off-street loading berths or docks shall be permitted along Washington, Pine, Franklin, or Second streets except as approved by the Redevelopment Commission.

5. Existing Use of Land.
No use of land within the project boundaries existing on the date of adoption of the Urban Renewal Plan shall be changed to another use unless such new use conforms to these redevelopment controls, or unless, in the opinion of the Redevelopment Commission, the resultant change provides a more compatible arrangement of land uses than presently exists.
TABLE 1
MINIMUM STANDARDS OF PARKING SPACES AND AISLES

PARKING SPACE AND AISLE DIMENSIONS

<table>
<thead>
<tr>
<th>Angle of Parking</th>
<th>Width of Space</th>
<th>Depth of Space Perpendicular to Aisle</th>
<th>Width of Aisle</th>
</tr>
</thead>
<tbody>
<tr>
<td>45°</td>
<td>9'6&quot;</td>
<td>17'0&quot;</td>
<td>12'0&quot;</td>
</tr>
<tr>
<td>60°</td>
<td>9'6&quot;</td>
<td>18'0&quot;</td>
<td>17'0&quot;</td>
</tr>
<tr>
<td>90°</td>
<td>9'6&quot;</td>
<td>20'0&quot;</td>
<td>22'0&quot;</td>
</tr>
</tbody>
</table>

TABLE 2
ACCESS DRIVEWAY STANDARDS FROM STREETS TO OFF-STREET PARKING AND LOADING SPACES

1. Width of Driveways (Measured at the street right-of-way line abutting the lot).

Non-Residential Uses:
(1) not less than 14 feet wide for a one-way driveway;
(2) not less than 20 feet wide for a two-way driveway when 20 or less parking spaces are being served;
(3) not less than 24 feet wide for a two-way driveway when 20 parking spaces or two or more loading spaces are being served; and
(4) not more than 35 feet wide.
2. Radius connecting Street Pavement Edge and Driveway Edges.

Non-Residential Uses:
not less than 12 feet at the intersection of a driveway and a public street.

3. Angle at Intersection of a Driveway and Street.

The acute angle formed at the intersection of driveway and street pavement edges shall be not less than 75 degrees.

(2) Provisions Applicable to Office Uses

1. General Intent

Three parcels are designated for office use. The frontages of these sites face toward a proposed governmental "Civic Center." Thus, the controlled and limited use of these properties is essential to the creation of an environment which preserves the dignity and architectural character of the entire area. Optimum utilization would be multi-story office structures, with either leased space, or designed for corporate headquarters. Private negotiation possibilities may exist for extension of off-street parking onto adjacent railroad property either at grade or upon air-rights.

These parcels would also be appropriate for a limited number of other types of commercial use.

2. Permitted Uses

a) Banks and savings and loans
b) Hotels and motels
c) Medical and dental clinics
d) Offices, business and professional
e) Public and semi-public uses such as governmental offices, museums, art galleries, auditoriums, convention facilities, YMCA, YWCA, etc. and
f) Restaurants, not including drive-in
3. Site Coverage Limitation
Building coverage shall not exceed sixty (60) percent of the lot area, and the total area of impervious services shall not exceed eighty (80) percent of the lot area. There shall be a maximum of one structure on each redevelopment parcel.

4. Building Height - no limitation.

5. Floor Area Ratio - not to exceed 5.0.

6. Off-street Parking
One off-street parking space shall be provided (1) for each 300 square feet of floor area in a bank, (2) for each lodging room in a hotel or motel, (3) for each employee and each treatment room in a medical or dental clinic, (4) for each 300 square feet of floor in office use, (5) for each 100 square feet of floor area in a restaurant, and (6) for each 200 square feet of floor area in a specialty store. Off-street parking for public and semi-public uses shall be provided in accordance with a plan approved by the Redevelopment Commission.

1. General Intent
The public and semi-public parcels provide for the extension and expansion of the Beachway area as a nucleus of the governmental center of Michigan City. The linkage of existing governmental buildings with new government buildings will form a central Civic Center and create a focal point for activity and municipal identity. The designated parcels also provide for the extension of needed off-street parking, and for the expansion of a new hospital.

2. Permitted Uses
   a) Art galleries,
   b) Auditoriums,
   c) Hospitals,
   d) Museums,
   e) Offices, governmental,
   f) Off-street parking, public
   g) Post Offices, and
   h) Other governmental uses, city, county and federal
3. Site Coverage Limitations
   Building coverage shall not exceed fifty (50) percent of the lot area and impervious surfaces shall not exceed eighty (80) of the lot area, except for disposition parcels where the primary redevelopment usage is for off street parking, in which case the setback requirements shall determine maximum coverage of impervious surfaces.

4. Building Height -- no limitation.

5. Floor Area Ratio -- not to exceed 2.0.

6. Off-street Parking
   Off-street parking shall be provided in accordance with a plan approved by the Redevelopment Commission.

BUILDING FUNCTIONS

The Municipal Center will incorporate a variety of functions which primarily will be oriented to the public. The three major divisions contained within the facility are the municipal administrative offices, the municipal resource center, and various exhibits and meeting areas. Private areas will primarily service mechanical and related equipment storage requirements.
### Municipal Administration

<table>
<thead>
<tr>
<th>Service</th>
<th>Area (sq ft)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Mayor</td>
<td>1,520</td>
</tr>
<tr>
<td>2. Planning Department</td>
<td>1,340</td>
</tr>
<tr>
<td>3. Engineering Department</td>
<td>1,380</td>
</tr>
<tr>
<td>4. Shared Facilities/Planning and Engineering</td>
<td>1,540</td>
</tr>
<tr>
<td>5. Redevelopment Department</td>
<td>1,260</td>
</tr>
<tr>
<td>6. Inspection Department</td>
<td>1,260</td>
</tr>
<tr>
<td>7. City Controller and City Attorney</td>
<td>1,500</td>
</tr>
<tr>
<td>8. City Clerk</td>
<td>1,160</td>
</tr>
<tr>
<td>9. Human Relations Department</td>
<td>1,880</td>
</tr>
<tr>
<td>10. Health Department</td>
<td>2,000</td>
</tr>
<tr>
<td>11. Nurses Station</td>
<td>440</td>
</tr>
<tr>
<td>12. Miscellaneous Areas</td>
<td>26,600</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>41,780</strong></td>
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### Municipal Resources

<table>
<thead>
<tr>
<th>Service</th>
<th>Area (sq ft)</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Adult Services</td>
<td>7,360</td>
</tr>
<tr>
<td>2. Work Space</td>
<td>1,500</td>
</tr>
<tr>
<td>3. Public Seating</td>
<td>2,640</td>
</tr>
<tr>
<td>4. Receiving Area</td>
<td>300</td>
</tr>
<tr>
<td>5. Childrens Room</td>
<td>2,620</td>
</tr>
<tr>
<td>6. Audio-Visual</td>
<td>2,500</td>
</tr>
<tr>
<td>7. Business and Administration</td>
<td>940</td>
</tr>
<tr>
<td>8. Technical Processes</td>
<td>1,680</td>
</tr>
<tr>
<td>9. Indiana History</td>
<td>300</td>
</tr>
<tr>
<td>10. Staff Facilities</td>
<td>260</td>
</tr>
<tr>
<td>11. Book Storage Area</td>
<td>9,000</td>
</tr>
<tr>
<td>12. Miscellaneous Areas</td>
<td>6,280</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>35,380</strong></td>
</tr>
</tbody>
</table>

**Grand Total**: 77,160 sq ft
MUNICIPAL ADMINISTRATION

1. **Office of the Mayor**
   1) Reception area 180 sq. ft.
   2) Waiting area 240 sq. ft.
   3) Private secretary 100 sq. ft.
   4) Mayor's office 360 sq. ft.
   5) Assistant mayor's office 180 sq. ft.
   6) Conference room 240 sq. ft.
   7) Toilet 40 sq. ft.
   8) Work area 80 sq. ft.
   9) Storage and supplies area 100 sq. ft.
   **Total** 1,520 sq. ft.

2. **Planning Department**
   1) Reception area 100 sq. ft.
   2) Waiting area 180 sq. ft.
   3) Planners office 240 sq. ft.
   4) Assistant planners office 180 sq. ft.
   5) Transportation planners office 180 sq. ft.
   6) Zoning administration office 180 sq. ft.
   7) Drawing storage area 100 sq. ft.
   8) Storage and supplies area 180 sq. ft.
   **Total** 1,340 sq. ft.

3. **Engineering Department**
   1) Reception area 100 sq. ft.
   2) Waiting area 180 sq. ft.
   3) Engineers office 240 sq. ft.
   4) Chief draftsmen's office 180 sq. ft.
   5) Unassigned office 180 sq. ft.
   6) Street maintenance office 180 sq. ft.
   7) Drawing storage area 100 sq. ft.
   8) Storage and field party supplies area 220 sq. ft.
   **Total** 1,380 sq. ft.
### 4. Shared Facilities/Planning and Engineering

| 1) Drafting library | 240 sq. ft. |
| 2) Drafting room | 600 sq. ft. |
| 3) Lounge and Kitchenette | 180 sq. ft. |
| 4) Print and Copy room | 140 sq. ft. |
| 5) Toilets 2 @ 40 sq. ft. | 80 sq. ft. |
| 6) Conference room | 180 sq. ft. |
| 7) Records vault | 120 sq. ft. |

**Total** 1,540 sq. ft.

### 5. Redevelopment Department

| 1) Reception area | 100 sq. ft. |
| 2) Waiting area | 180 sq. ft. |
| 3) Executive director's office | 240 sq. ft. |
| 4) Relocation office | 180 sq. ft. |
| 5) Engineering co-ordinator's office | 180 sq. ft. |
| 6) General office area | 240 sq. ft. |
| 7) Storage and work area | 140 sq. ft. |

**Total** 1,260 sq. ft.

### 6. Inspection Department

| 1) Reception area | 100 sq. ft. |
| 2) Waiting Area | 180 sq. ft. |
| 3) Building administrator | 220 sq. ft. |
| 4) General office area (inspectors) | 440 sq. ft. |
| 5) Files | 120 sq. ft. |
| 6) Drawing storage area | 200 sq. ft. |

**Total** 1,260 sq. ft.
7. City Controller and City Attorney

<table>
<thead>
<tr>
<th>Area</th>
<th>Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Reception area</td>
<td>100 sq. ft.</td>
</tr>
<tr>
<td>2) Waiting area</td>
<td>180 sq. ft.</td>
</tr>
<tr>
<td>3) Controllers office</td>
<td>240 sq. ft.</td>
</tr>
<tr>
<td>4) Attorney's office</td>
<td>180 sq. ft.</td>
</tr>
<tr>
<td>5) Assistant's office</td>
<td>120 sq. ft.</td>
</tr>
<tr>
<td>6) General office area</td>
<td>240 sq. ft.</td>
</tr>
<tr>
<td>7) Bookkeeping machine room</td>
<td>280 sq. ft.</td>
</tr>
<tr>
<td>8) Records vault</td>
<td>120 sq. ft.</td>
</tr>
<tr>
<td>9) Storage and supplies area</td>
<td>40 sq. ft.</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,500 sq. ft.</strong></td>
</tr>
</tbody>
</table>

8. City Clerk

<table>
<thead>
<tr>
<th>Area</th>
<th>Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Waiting area</td>
<td>140 sq. ft.</td>
</tr>
<tr>
<td>2) General office area (court clerk)</td>
<td>600 sq. ft.</td>
</tr>
<tr>
<td>3) Clerks office</td>
<td>180 sq. ft.</td>
</tr>
<tr>
<td>4) Deputy clerks office</td>
<td>120 sq. ft.</td>
</tr>
<tr>
<td>5) Records vault</td>
<td>120 sq. ft.</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,160 sq. ft.</strong></td>
</tr>
</tbody>
</table>

9. Human Relations Department

<table>
<thead>
<tr>
<th>Area</th>
<th>Square Feet</th>
</tr>
</thead>
<tbody>
<tr>
<td>1) Reception area</td>
<td>100 sq. ft.</td>
</tr>
<tr>
<td>2) Waiting area</td>
<td>140 sq. ft.</td>
</tr>
<tr>
<td>3) Executive secretary</td>
<td>140 sq. ft.</td>
</tr>
<tr>
<td>4) Executive waiting area</td>
<td>140 sq. ft.</td>
</tr>
<tr>
<td>5) General office area</td>
<td>600 sq. ft.</td>
</tr>
<tr>
<td>6) Executive director</td>
<td>240 sq. ft.</td>
</tr>
<tr>
<td>7) Director</td>
<td>240 sq. ft.</td>
</tr>
<tr>
<td>8) Executive secretary</td>
<td>100 sq. ft.</td>
</tr>
<tr>
<td>9) Reception area</td>
<td>80 sq. ft.</td>
</tr>
<tr>
<td>10) Storage and supplies area</td>
<td>100 sq. ft.</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,880 sq. ft.</strong></td>
</tr>
</tbody>
</table>
10. Health Department
   1) Reception area 100 sq. ft.
   2) Waiting area 140 sq. ft.
   3) Board of health 280 sq. ft.
   4) General office area 600 sq. ft.
   5) Laboratory 400 sq. ft.
   6) Work area 100 sq. ft.
   7) Test storage 100 sq. ft.
   8) Records vault 120 sq. ft.
   9) Air and water pollution 120 sq. ft.
  10) Storage and supplies area 40 sq. ft.
    Total 2,000 sq. ft.

11. Nurses Station
    1) Reception area 100 sq. ft.
    2) Waiting area 120 sq. ft.
    3) Nurses work area 220 sq. ft.
    Total 440 sq. ft.

12. Miscellaneous Areas
    1) Mens restroom 2 @ 140 sq. ft. 280 sq. ft.
    2) Womens restroom 2 @ 140 sq. ft. 280 sq. ft.
    3) 1 general conference room 400 sq. ft.
    4) 2 general conference rooms @ 280 sq. ft. 560 sq. ft.
    5) Lobby 1,200 sq. ft.
    6) Circulation and exhibition area 3,600 sq. ft.
    7) Cafeteria and kitchen facilities 2,400 sq. ft.
    8) General storage lockers, 8 @ 120 sq. ft. 960 sq. ft.
    9) Mechanical equipment room 1,000 sq. ft.
   10) Janitors closets 2 @ 80 sq. ft. 160 sq. ft.
   11) Janitors storage 2 @ 80 sq. ft. 160 sq. ft.
   12) Public lounge and vending area 600 sq. ft.
   13) City council chamber 2,800 sq. ft.
   14) Multipurpose 8,600 sq. ft.
    Total 25,600 sq. ft.

Total Area Required 41,780 sq. ft.
NOTE !!!  Multipurpose room should be designed for future expansion
to accommodate:

1) Sanitation department 2,000 sq. ft.
2) Parks and Recreation department 800 sq. ft.
3) Street department 600 sq. ft.
4) Bus and parking department 500 sq. ft.
5) Port authority 400 sq. ft.
6) Aviation commission 400 sq. ft.
7) Civil defense 400 sq. ft.
8) City Historian 200 sq. ft.

Total 5,300 sq. ft.
### MUNICIPAL RESOURCE

#### 1. Adult Services
- **1)** 6,000 reference books  
  480 sq. ft.  
- **2)** 8,000 business and tech. books  
  640 sq. ft.  
- **3)** 8,000 popular reading room books  
  640 sq. ft.  
- **4)** 60,000 stack books  
  4,800 sq. ft.  
- **5)** Magazine and pamphlet files  
  200 sq. ft.  
- **6)** 4,000 young people's books  
  300 sq. ft.  
- **7)** Card catalog area  
  300 sq. ft.  

**Total**  
7,360 sq. ft.

#### 2. Work Space
- **1)** Adult services  
  1,000 sq. ft.  
- **2)** Circulation desk and workroom  
  500 sq. ft.  

**Total**  
1,500 sq. ft.

#### 3. Public Seating
- **1)** 110 reader seats @ 24 sq. ft.  
  2,640 sq. ft.  

**Total**  
2,640 sq. ft.

#### 4. Receiving Area

**Total**  
300 sq. ft.

#### 5. Childrens Room
- **1)** 12,000 books  
  1,000 sq. ft.  
- **2)** 4 staff @ 100 sq. ft.  
  400 sq. ft.  
- **3)** 1 supervisors office  
  180 sq. ft.  
- **4)** 40 seats @ 24 sq. ft.  
  960 sq. ft.  
- **5)** 2 toilets @ 40 sq. ft.  
  80 sq. ft.  

**Total**  
2,620 sq. ft.
6. **Audio-Visual**

   1) 6,000 recordings  
   2) 1,000 films  
   3) Art reproductions with 5 seats @ 24 sq. ft.  
   4) Listening facilities/2 booths  
   5) Books (2,400), scores (600), files  
   6) Work area  
   7) Office  
   8) Film circuit office  
   9) Film preview area  
   10) Printing and displays area

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7. **Business and Administration**

   1) 4 staff $100 sq. ft.  
   2) Storage room  
   3) Directors office  
   4) Assistant director office

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8. **Technical Processes**

   1) 6 staff @ 100 sq. ft.  
   2) 3000 books  
   3) Catalog supervisors office  
   4) Catalog review area  
   5) Equipment area

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9. **Indiana History**

   1) 1000 books  
   2) 5 reader seats @ 24 sq. ft.

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10. **Staff Facilities**
   1) Lounge and kitchenette  180 sq. ft.
   2) Toilets 2 @ 40 sq. ft.  80 sq. ft.
   **Total**  260 sq. ft.

11. **Book Storage Area**
   1) 90,000 books  **Total**  9,000 sq. ft.

12. **Miscellaneous Areas**
   1) Mens restroom 2 @ 140 sq. ft.  280 sq. ft.
   2) Womens restroom 2 @ 140 sq. ft.  280 sq. ft.
   3) 1 conference area  1,200 sq. ft.
   4) 2 conference areas @ 400 sq. ft.  800 sq. ft.
   5) Lobby  600 sq. ft.
   6) Circulation and exhibition area  1,800 sq. ft.
   7) Mechanical equipment room  1,000 sq. ft.
   8) Janitors closet 2 @ 80 sq. ft.  160 sq. ft.
   9) Janitors storage 2 @ 80 sq. ft.  160 sq. ft.
   **Total**  6,280 sq. ft.

**Total Area Required**  35,380 sq. ft.
final design