SEYMOUR CITY CENTER

A MULTI-USE GOVERNMENT FACILITY

ARCHITECTURAL THESIS
JOSEPH C. REBBER
1979-1980
INTRODUCTION
This project was undertaken for the purpose of architectural thesis at Ball State University, Muncie, Indiana, in August 1979 through May 1980. Although the project represents only 9 months of actual hands-on work, it also represents a collaboration of 5 years of architectural school experience and many understanding professors. The project includes parts of this vast amount of knowledge acquired, but more importantly it is a culmination of design theories and philosophies about what a piece of architecture should be, and why.

I feel that the functional aspects of a building are of paramount importance, the building must work and suit its needs or it is not successful. However, there is also another aspect of a structure that separates it from being just a building, and transforms it into a piece of architecture. This separating factor is art. A building needs to be more than just a functional place to work, live, or socialize, it needs to become an enjoyable, exciting piece of art that says something about its function, the architect, and our period in time.

With these basic goals in mind, this project was undertaken. The following pages represent only a fraction of the work done. Obviously there is no way to accurately record on paper the many long nights of seemingly endless work and thoughts that went into the making of this piece of architecture.

Special thanks to my wonderful understanding wife, Elise, for her thoughts and encouragement (also typing) throughout this and the preceding 5 years. I could have never done it without you!

Also special thanks to:

Professor Robert Fisher

and

Mr. and Mrs. Charles A. Robber
Mr. and Mrs. Elvin L. Stevens

and all the rest of my family and friends who provided both monetary and moral support.
BUILDING TYPES
ANALYSIS
CONCEPT/PARTI
The plan exhibits a very fragmented arrangement. Spacers are sized by function, thus contributing to this fragmentation. It is however, a very geometric fragmentation in that all corners still remain at right angles. No curvilinear or skewed walls exist.

CORRELATION
The two major court blocks require a strong correlation due to equal duties. The two blocks are physically joined on the first and third levels. The county offices and county courts require a strong link in that many county offices serve the court. The county offices are separated from the supreme court offices.

CIRCULATION
Basic circulation arrives through a strong geometric gateway and is dispersed through a terraced interior courtyard that also serves internal (employee) circulation between the different functional blocks of the structure.
STRUCTURE
Five foot wide, two foot deep concrete beams are set at 18 foot o.c. and span 40 to 50 feet. These beams then frame 6-8 inch concrete slabs. Beams span between adjacent columns of different heights. Floors in one area may become walls and then ceilings in adjacent areas.

UNIQUE FEATURES
Since of entry is extremely well defined. This is achieved by the use of a free standing gateway at the entrance to the main circulation path. This in turn frames another dominant gateway attached to the building, opening up to the interior court.

IMAGE
One's first impression of the building is that it consists of a random stacking and collision of boxed forms. The building in no way tries to achieve structural clarity, but rather is based on a carefully thought out system of planes, surfaces, and lines.
CONCEPT/PARTI
The basic plan is based on a series of geometric rectangular blocks, which when combined form a fragmented arrangement. Right angles are apparent, and control the design of interior as well as exterior spaces.

CORRELATION
The police/service and auditorium areas stand as self-sufficient entities, serving mainly the general public of the community. The managerial and public works facilities provide the administrative aspects of the community and are grouped together to facilitate public access ease.

CIRCULATION
Pedestrian circulation is directed toward the central courtyard both from the parking lot and the adjacent arterial streets. Circulation is then directed up elevators to a raised interior walkway that distributes pedestrians to their destination.
STRUCTURE
The basic structural material is reinforced concrete. Exterior walls are poured in place. Roof planes are concrete, and are supported by precast concrete T-beams.

UNIQUE FEATURES
The connection of the roof slab to the exterior walls is handled in such a way as to provide natural light along the walls. This connection seems to produce a thick floating roof plane.

IMAGE
The low one story elements, plus the large windowless concrete walls, give the building an almost fortress-like image. The building is well related to the street and makes primary consideration of pedestrian access.
CONCEPT/PARTI
The plan is based on a double courtyard type scheme. All floors with the exception of the parking level and first floor are identical in that an open plan office system is employed.

CORRELATION
The correlation between different functional spaces is done in a vertical fashion. This promotes the free open plan system of office arrangement per floor.

CIRCULATION
Circulation is accomplished by the use of permanent open passageways in the open plan system. Two sets of elevators (x) provide the vertical transportation necessary, along with stair towers at each cut-away corner.
STRUCTURE
The structural system is based on a basic 5 foot square grid system. The major structural supports that carry the floor loads consist of the central court spaces and intermediate columns.

UNIQUE FEATURES
One entire corner of the building is constructed over an existing freeway. The diagonal elements that are shown are air exhaust and supply ducts from the freeway. The elliptical shapes are vertical vent shafts that continue throughout the entire building.

IMAGE
The image presented is a one of a monumental structure typical of most large office buildings. The dominant features are the window elements and the triangular roof forms, both of which break up the facade and provide interesting shadow lines.
CONCEPT/PARTI
The basic concept is based on shapes that face inward on an interior courtyard. The exterior form is sandwiched between two existing buildings and thus is confined within these limits.

CORRELATION
All shapes face inward to take advantage of both the natural light and the pedestrian oriented interior of the building.

CIRCULATION
The basic circulation path is based on the interior courtyard. Terraced levels occur to gradually raise the shopper around the facility. Access is from street level. Exit may be back out through the front or down a stair tower at the end of the upward spiral.
STRUCTURE
The structure is based on approximately 16 foot intervals. Structure consists of reinforced concrete beams, slabs, and columns, with a basic exterior brick veneer.

UNIQUE FEATURES
Special consideration was taken to handle unique site characteristics. Direct views to the harbor were taken advantage of, along with orientation to sunlight from the south.

IMAGE
The contrast between old and new is utilized. Two adjacent buildings have been restored, and are to be used for offices and housing, thus developing the entire block for new use. With the large expanse of glassed area, it is easy for one to recognize the buildings function.
CONCEPT/PARTI
The plan is based on left over space from existing stores, and is designed to respond to major pedestrian flows, thus the geometric configuration of the main exterior facade of the building.

CORRELATION
The basic correlation between spaces seems to be focused on the most important aspect of the store; that being the sale of merchandise. The major amount of space is devoted for display purposes of that merchandise.

CIRCULATION
Interior store circulation is one of lingering, meandering, uncontrolled shopping, thus allowing for frequent interior changes. The exterior street circulation takes advantage of the intersection point of four major pedestrian walkways.
STRUCTURE
The structural system consists of an exterior beam supported by three large round columns, around the periphery of two sides. Framing into this are beams running perpendicular to the main beam, two of which are exsposed to emit natural lighting.

UNIQUE FEATURES
The open skylight roof provides a unique feeling of interior lighting. Facing north-east provides for even illumination of the interior during most of the day. The large vertical skylight also adds a dimension of height to the relatively low exterior massing.

IMAGE
The building responds to the rapid transit system by providing a visual continuation of the stair slope from the lower level system. This provides for the low sloping aspect of the building form to take a fitting place next to its eight story neighbors.
AUDITORIUMS

SCHOOL FOR THE BLIND
LOUISVILLE  KY.

CONCEPT/PARTI
The concept is one of a wall and an object. The wall contains the auditorium and administrative facilities, while the smaller object contains the practice rooms for students.

CORRELATION
Public functions such as the auditorium and administrative facilities are clearly grouped on one side of the major corridor, while the more private practice areas are located on the opposite side. The corridor provides an acoustical break if both areas are being used simultaneously.

CIRCULATION
Major building access is provided through the main circulation corridor/lobby space. All other spaces have a sort of flow through system to the exterior sidewalk which surrounds the entire building.
STRUCTURE
The auditorium is built on a double cube configuration...40 foot by 40 foot by 80 foot. Floors are concrete slab, walls are fully insulated reinforced concrete block covered with an exterior cladding of brick.

UNIQUE FEATURES
The exterior brick provides a smooth taut surface which is interrupted by openings to a recessed colonade. As one walks in front of these openings, they change in height and relationship to one another resulting in a feeling much like that of a musical scale.

IMAGE
The box-like, sharpe-edged exterior forms are clearly visible to the partially blind students. While dark recessed colonades and entryways contrasting with the exterior provide a marked visual entryway.
AUDITORIUMS

NINA JACOBSON THEATRE FOR DRAMATIC ARTS
LENOX  MASS.

CONCEPT/PARTI
The basic concept for the building is one of a very fractured geometric shape; almost like taking an initial cubic form and carving it up to achieve the required spatial relationships.

CORRELATION
The correlation of spaces is done by zoning public and private functions. The lobby and auditorium serve the public function, while the stage and its supporting facilities serve the private aspect. The office is grouped in the private sector but theoretically has no real strong relationship needs.

CIRCULATION
Public circulation is set up in a flow through system. One enters the building on a lower level lobby, then up to the auditorium. Exiting is done through the rear of the auditorium. Private circulation is accomplished through separate means, via a court to costumes and dressing rooms, and then to the stage area. Exiting is done out through the same court.
STRUCTURE
Walls are of concrete block, floors are concrete also. The theatre space and stage area are structured with plywood box beams and trussed partitions.

UNIQUE FEATURES
The entry sequence is quite unusual for an auditorium arrangement. One enters downward to a courtyard, then to an interior lobby which is actually below the auditorium itself. To get to the auditorium, one must then climb a flight of stairs which enters onto the lower most point of the auditorium near the stage.

IMAGE
The auditorium expresses its function exteriorly by the use of a stepping down facade line that coincides with the interior seating arrangement. The lobby, situated below this, makes adequate use of the void space that remains.
CONCEPT/PARTI
The concept is that of a large slab, which is formed by the roof structure. A smaller slab, that of the main functions of the terminal, form a smaller block beneath the massive roof structure.

CORRELATION
The building consists basically of three parts. The operational and administrative wings flank and serve the major portion of the complex: that of the concourse waiting area.

CIRCULATION
Circulation is axial in form. One arrives at the lobby, goes through the lobby to the ticket office, down a helical ramp which leads underground to the trains and then up escalators to the appropriate departure ramp.
STRUCTURE
The structure of the roof consists of a two-way steel truss that is 15 feet deep and cantilevers off 3 monolithic columns 30 feet on each side. Secondary trusses 7'-6" deep span between the main structure. The administration and operation wings are made mostly of concrete detailed with a tongue and groove pattern. The main concourse is enclosed in glass.

UNIQUE FEATURES
A helicoidal concrete ramp provides access down to the train departure level. The ramp serves handicapped as well as regular pedestrian traffic, while providing a sculptural curvilinear element in an otherwise right angle oriented complex.

IMAGE
The image presented recalls the departure of old iron and steel framed train sheds of the 19th century, while mixing in contemporary ideas of structure, cantilevers, and concrete formwork.
SITE ANALYSIS
Seymour is located at the crossroads of southern Indiana. It is situated along Interstate 65, the major north-south circulation corridor for the state, thereby enabling easy access for both private and commercial transportation needs. Seymour's strategic location between Indianapolis and Louisville, Kentucky, provides both for job opportunities and social and cultural facilities these major cities have to offer. Seymour is also located in close proximity to one of the most architectural towns in the United States, Columbus, Indiana, and may draw a certain amount of public interest from this fact. Although small, in 1978 Seymour was ranked as one of the most progressive fourth class cities (under 20,000 population) by the State Department of Commerce. In general, Seymour's location, size, and abundant surrounding farmland provide a valuable state resource.
Jackson County, one of the most productive farm counties in Indiana, is also blessed with a number of important amenities. Probably most famous for its fine watermelons, the county hosts a wide supply of farm related activities. But the most important asset of the county is its recreational and natural resource related areas. The county contains a portion of the Hoosier National Forest to the north west, which contains not only important wildlife, but also a recreational base, with Monroe Reservoir as its center. However, the county also has its own State Forest which provides abundant woodland and recreational opportunities. Another important feature is the proximity to the Muscatatuck Wildlife Refuge, one of the largest refuges in the state. This refuge provides not only abundant wildlife, including migrating water fowl, but also provides natural recreation facilities for the Seymour area.

Seymour is the largest city in the county, and thus is the major activity node for the surrounding towns, providing both needed services and leisure time activities. The city is at the junction of the major state north-south route, I-65, and the major east-west route for the area, U.S. 50. The city also is at the intersection of two important rail transportation lines, the Baltimore and Ohio line and the Pennsylvania line.
CLIMATOLOGY

TEMPERATURE

Average annual temperature ..... 50-55

January  - maximum        40-45
    minimum             20-25

July    - maximum        85-90
    minimum            60-65

WIND

Average prevailing wind speed

11 mph north-east

SUN

Total hours of sunshine per year - 2668

Average percent of possible sunshine - 59%
Solar Angles

40° north latitude

Mean Daily Solar Radiation (langleys)^

Langley - the meteorologists unit of solar radiation intensity equivalent to 1.0 gram calorie per square centimeter, usually used in terms of langley's per minute

1 langley per minute = 221.2 Btu per hour per square foot

Highest position
June 21st - 12:00 noon
Altitude - 75°
Bearing angle - due south

Lowest position
December 21st - 3:00 p.m.
Altitude - 15°
Bearing angle - 43 west
Heating Degree Day - an expression of a climatic heating requirement expressed by the difference in degree F below the average outdoor temperature for each day and an estimated indoor temperature base of 65°F. (The assumption behind selecting this base is that average construction will provide interior comfort when the exterior temperature is 65°F). The total number of degree days over the heating season indicates the relative severity of the winter in that area.
SOILS ANALYSIS

The soils type for the site consists of a sand based mixture of soil common to the once swamplike southern Indiana, especially Jackson County, area. The soil type is Ayrshire series which consists of deep somewhat poorly drained soils formed in Aeolian material. Typically these soils have dark grayish-brown fine sandy loam surface layers 8 inches thick and light brownish-gray fine sandy loam subsurface layers 4 inches thick. The subsoil is mottled grayish-brown sandy loam in the lower 14 inches. The underlying material is strong brown and gray stratified silt and fine sand. Slopes range usually from 0\% to 6\%. With slopes of over 6\% undesired erosion and sliding occur. The main use for this type of soil is for the growing of cultivated crops.

SOIL PROPERTIES
organic matter .... .5 - 2%
corrosivity .... steel-high
cement-moderate
flooding .... none
high water table .... depth - 1.0-3.0 ft.,

Jan.-April
bedrock depth .... greater than 60" (none
was found in the 5'
core sample taken)
potential frost action .... high

SANITARY FACILITIES
septic tank absorption fields ... severe
wetness percolation is very slow
sewage lagoon areas... severe seepage,
wetness

BUILDING SITE DEVELOPMENT
shallow excavations ... severe-cutbacks

cave, wetness
small commercial buildings ... severe-
wetness
small roads and streets ... severe-frost
action
lawns and landscaping ... moderate-wetness
WINDBREAKS:
eastern white pine - 36'
black haw - 14'
amur honeysuckle - 11'
amERICAN basswood - 32'
amarrowhead - 13'
amERICAN cranberry bush - 9'
norway spruce - 30'
cornelian cherry dogwood - 12'
autumn - olive - 8'
white spruce - 30'
rosc-of-sharon - 11'
cutleaf stag sumac - 7'

POTENTIAL NATIVE PLANT COMMUNITY
gray dogwood
virginia creeper
poison-ivy
northern dewberry
american elder
bristl greenbrier
doeberry
riverbank grape
common pricklyash
CONCLUSIONS

Being located close to the center city offers both advantages and disadvantages to the site. The obvious advantages are: proximity to major populations; proximity to central business district, and hence people; and ease of circulation access. The disadvantages also arise mainly from the proximity to the CBD; they are noise problems (especially from rail services), and auto congestion problems. However, the positives far outweigh the negatives and provide the site with ancillary facilities it needs to service.

The site, and the town in general are basically flat. Therefore, there is apparent great potential to both make the facility visible from the surroundings, and also creating a park-like landscaped area surrounding it.

Overhead utilities cause a serious problem for the site, in that they cause both unsightly views and confusion. However, these could, and should for the general view of the entire city, be buried underground.

In general, the site offers many advantages for development, especially due to its present untidy, unkept shape. It is located at a strategic point of entrance to the central business district, and thereby should accentuate the idea of an appealing nature to passerbys.
PROGRAM
BACKGROUND
INFORMATION

Seymour, much like other medium to large size cities, is experiencing a shift from the general central business district, or downtown, toward outwardly related shopping facilities. The cause of this type of movement is due in many cases to a delapidation, inconvenience, and basic lack of interest in the downtown area. People seem to prefer newer ancillary structures on the outskirts of town with centralized mall type facilities over the more dispersed, but still highly concentrated, series of separate shops that exist in the CBD. For these reasons, it is vital that there be renewed interest in the downtown area, with preservation and restoration of existing structures, along with new facilities where needed. Fortunately, Seymour still exhibits a fairly vital downtown sector, but movement outward has already began to occur. Being located near major industrial centers, such as Columbus, Indianapolis, and Louisville, has caused Seymour to become somewhat of a "bedroom community", in which many people reside, but do not work. For this reason, retail stores do a thriving business, and there exists a need for a number of specialty shops to serve the ever increasing public demand. Also due to this migratory tendency to work places, Seymour could easily use some type of mass transit system, especially a major north-south route. With ever increasing transportation prices, mass transit systems such as the rail-roads and buses, must be carefully evaluated for their effectiveness. Seymour's present government facilities are located in what used to be the old post office. This facility houses a few government offices, the city police department, and a council chamber on the second level. The facility is extremely undersized for its needs. Because of this, almost half of all the county, state, and federal offices needed have been relocated in various buildings throughout town. This makes for a very decentralized system of control, and adds to the already confusing nature of government.
The basic goal of the project is to provide the city with a facility which houses its administrative functions in a central location, while also providing a structure which establishes a feeling of a "city center." It will facilitate not only government functions, but also shops, an auditorium, and transit facilities which will all draw users to the site for reasons other than simply government interaction and also provide revenue for the entire complex to function cost efficiently. This, I feel, creates a government facility which will be a vital "place" in the downtown fabric, and will revert major interest back towards the downtown area. The facility will provide outdoor spaces that serve as a focal point for the entire city, thus providing a place to be, to meet, and for things to happen.
The client for the project, is one of varying interest. Primarily, the City of Seymour would be the main clientelle involved, and would put up the major portions of financial assistance. However, with the introduction of shops, a mass transit terminal, and an auditorium, the city could easily support the facility with income from rent charges from these facilities; therefore, the city could receive, after a period of time, an almost cost free structure, that would both serve their space needs, and also supply new vitality and interest for its own well being, mainly the downtown area.
Due to the varied nature of the facilities that are to be provided, the users will be somewhat varied in nature. For the government facility, users will consist mainly of employees and visitors who use the facility on a limited basis, mainly for payment of services. Councilmen and special representatives of various government branches may be present for specific meetings and appointments. The age of the users will be mainly in the over 20 group, with the bulk in the 30+ age group.

Shopping facilities, by their very purpose, center to almost all age groups, and backgrounds of people. Usually, the retail establishments concern themselves with female patrons in the 20–50 age group due to their financial situation, along with their abundant amount of somewhat free time and desire to shop. Employees may be varied due to the shop sizes and types established, but this can only be decided once a choice of shops has been made beyond these programmatic limits.

The auditorium and transit facilities may also provide services for almost all age group users. The auditorium will probably tend to support activities which will pertain to a varied amount of interests, and thus, to a varied audience. The transit terminal will supply transportation for all people, but mainly for these commuting workers within a select radius of travel. However, the terminal will link to others and may provide for long range travel in the future.

In general, the basic users will consist of townspeople who come to utilize the facilities, and employees who maintain the facility. It should also be noted here that any cafeterias and outdoor facilities will provide numerous activities and spaces that serve a noon-time oriented group of people from the downtown area.
Due to the nature and purpose of the facilities, a certain amount of growth must be programmed. Since one of the facilities' main purposes is to relieve congestion and centralize locations, it seems only natural to avoid the type of random dispersal of facilities that provide the need for the new facilities in the first place. It is essential that the facility be an ever-changing and modifying one that can meet new needs as they arise, and not simply avoid these needs and shove them into some obscure corner virtually unknown to everyone. The purpose of government is; after all, to serve, not to hide from the public view. Since retail space is now at a premium, with all available downtown lots being utilized, it is essential that the retail sector of the facility also be provided with expendable facilities. Thereby, eliminated this lack of space factor which may cause shops to locate in places other than the central business district. Basic auditorium and transit functions will remain fixed, but it should be noted here that if rail transit should drastically increase in the future, the planned facility should be able to easily handle this influx of use.
SPACE REQUIREMENTS

ACTIVITY PERFORMANCE REQUIREMENTS
The government facilities by their very function, will provide a number of small office spaces for one or two persons. Therefore, it is essential that the general layout of the center does not cause a confusion of offices, but rather has an organizational plan which provides clarity and ease of operation both internally and externally. This activity will employ the highest number of persons in the entire facilities; therefore, it must be located in such a position as to take advantage of the surrounding functions of the center, as well as serving them.

ENVIRONMENTAL REQUIREMENTS

- Acoustics - Acoustic privacy is an important factor to be considered. Due to the confidential nature of certain activities, acoustic privacy must be maintained. Also, since the environment should be one conducive to work, a certain level of background noise is acceptable, but adequate levels of quiet should be maintained if at all possible. Great care should be taken in providing masking for transit noises that will be present, especially in such spaces as the mayor's office, council chambers, and court.

- Heating, Ventilating, and Air-conditioning - An acceptable range of heating and air-conditioning should be continually present. Ventilation should be achieved both through adequate air handling and distribution systems, as well as providing at least one operable window per office space. Separate room control should exist for each office, providing both human comfort and adaptability to varied hours of demand.

- Lighting - Both general illumination and task lighting should be provided since many activities require the keeping and checking of important figures and documents. The fixtures should be individually switchable for economic reasons, and wherever possible natural lighting could be an important feature.

- Power and Signal - Each office should be equipped with adequate power outlets, and at least one phone jack for each employee per office. No special amounts or types of power should be required, except in main office areas where eventual computerization may require them.

- Visual and Aesthetic - Visual properties should be exploited with important views both inwardly and exteriorly. The facility should exert a certain amount of control over the remainder of the facility both visually and aesthetically, with special aesthetic considerations which signify the importance of the activities taking place.
SPACE STANDARDS

1a.) Mayor's Office - Should exert a commanding position and be in close proximity to primary public entrance, spacious, elegant

furniture - desk, chair, credenza, book shelves, 2-3 visitors chairs, couch

function - To serve as the head of the entire city proper

1 employee

300 S.F.

1b.) Board of Public Works - Should be adjacent to mayor's office

function - Serves as right-hand organization to the mayor, fills in in case of absence, handles matters of secondary importance

furniture - 1 desk, 1 chair, book cases, 2 file cabinets, 2 visitors chairs

1 employee

300 S.F.

1c.) Secretary - Must be adjacent to both Mayor and Board of Works offices. Should contain a small public meeting area and waiting area.

function - Personal secretarial duties to Mayor and assistant mayor.

furniture - 1 desk, 4 filing cabinets, 4 visitors chairs, table

1 employee

200 S.F.

2a.) Jackson County Assessors Office

function - The assessment of properties for the purpose of taxation rates.

furniture - 1 desk, 1 chair, 2 visitors chairs, 1 work table, bookcase

1 employee

200 S.F.

2b.) Assessors Secretary

function - Serve as personal secretary to assessor

furniture - 1 desk, 1 chair, 6 filing cabinets, 2 visitor chairs
1 employee

150 S.F.

3a.) County Advocate Coordinators Office

function - To provide legal assistance to city & county government agencies

furniture - 1 desk, 1 chair, 2 visitors chairs, storage space, bookcase

1 employee

200 S.F.

4a.) County Court

function - To provide court facilities to accommodate small claims etc., and establishes a central court away from the county seat

furniture - judge desk, bailiff's desk, 2 attorneys tables, 20 seats

0 employees (judge operates on rotating basis throughout county)

500 S.F.

3b.) Secretary

function - Serve as personal secretary to County Advocate Coordinator

furniture - 1 desk, 1 chair, reception area with 2 chairs, 4 file cabinets, work desk

1 employee

150 S.F.

4b.) County Court Clerk

function - Serves as cashier of receipts incurred through court costs and provides general aid in court proceedings

furniture - 1 desk, 1 chair, 2 filing cabinets, 2 visitors chairs

1 employee

200 S.F.
5a.) County Prosecuting Attorney (Branch Office)

function - Provides a city based headquarters for the court system, to supplement the county seat office at Brownstown.

furniture - 1 desk, 1 chair, 2 filing cabinets, bookcase, 2 visitors chairs

1 employee

250 S.F.

5b.) Secretary

function - Serve as personal secretary for attorney on a constant basis

function - 1 desk, 1 chair, 2 visitors chairs, 4 filing cabinets

1 employee

150 S.F.

6.) Jackson County Food Stamp Office

function - Provides a base for the receiving, and dispersal of food stamps throughout the community

furniture - 2 desks, 1 storage desk, 2 filing cabinets, book and pamphlet space.

2 employees

200 S.F.

7.) Seymour Housing Authority

function - Provides housing assistance for needy families, also conducts housing surveys and applies for federal funding where available

furniture - 3 desks, 3 chairs, 6 filing cabinets, waiting area with 3 chairs

employees: 2 secretaries, 1 director

300 S.F.
8a.) Building Commissioners Office

function - Checks buildings under construction for code requirements, distributes and decides eligibility for building permits

furniture - 1 desk, 1 chair, 2 visitors chairs, 2 bookcases, 1 work desk, book space.

1 employee

300 S.F.

8b.) Secretary

function - Serves as personal secretary to Building Commissioner

furniture - 1 desk, 1 chair, 3 filing cabinets, 2 visitors chairs

1 employee

150 S.F.

9a.) City Engineer

function - Provides needed engineering services, such as road layouts, sewers, etc., for the city

furniture - 1 desk, 1 chair, 2 drawing tables, 2 chairs, 2 filing cabinets, layout space

2 employees

500 S.F.

9b.) Secretary

function - Provide needed secretarial services for engineers

furniture - 1 desk, 1 chair, 2 waiting chairs, 2 filing cabinets

1 employee

150 S.F.
10.) Clerk-Treasurer

function - Provides bookkeeping services for all major city organizations, and keeps the cities financial records.

furniture - 4 desks, 4 chairs, 10 filing cabinets, reception window

4 employees

800 S.F.

11.) Jackson Township Trustee

function - Manages and controls zoning and building functions in the Jackson township area of Jackson County, which includes the major Seymour area.

furniture - 1 desk, 1 chair, 2 visitors chairs

1 employee

200 S.F.

12.) Sanitation & Utility Office

function - Provides bookkeeping and public bill paying services for sewer facilities in the Seymour area.

furniture - 6 desks, 6 chairs, 12 filing cabinets, computer printer, public reception window

6 employees

800 S.F.

13.) Seymour City Employment Office

function - Provides employment opportunities for non-working residents in the greater Seymour vicinity.

furniture - 2 desks, 2 chairs, 3 filing cabinets, waiting area with 6 chairs, task space.

2 employees

400 S.F.
14.) Seymour Recreation Department

function - Serve as director of all public park facilities, and services. Controls maintenance schedules and funding for parks.

furniture - 2 desks, 2 chairs, 2 filing cabinets, 2 visitors chairs

2 employees: 1 director, 1 secretary

400 S.F.

15.) City of Seymour Zoning Board

function - Reviews and submits zoning approvals or denials, and decides on town zoning areas and methods.

furniture - 2 desks, 2 chairs, 1 conference table, with 4 chairs, 3 filing cabinets

2 employees

500 S.F.

16.) United Fund Office

function - Continual fund raising activities for the United Fund Association. Serves as area wide base for publicity and receiving of funds and collections.

furniture - 2 desks, 2 chairs, 2 filing cabinets, 2 visitors chairs

2 employees

400 S.F.

17.) Indiana Green Thumb Office

function - To supply environmental control and beautification services for the entire county, and participates in area wide planting and greenery activities.

furniture - 2 desks, 2 chairs, 2 visitors chairs, 2 filing cabinets

2 employees

400 S.F.
18.) County Extension Agent

function - Provides assistance in the management of surrounding farmlands in the area, and houses information on land values and types of agricultural uses ages.

furniture - 1 desk, 1 chair, 1 work desk, 4 filing cabinets

1 employee
300 S.F.

19.) Regional Planning Office

function - Provides needed assistance for future city and county annexations and growth in a planned manner. Fills out and submits grant applications for Federal Aid monies.

furniture - 2 desks, 2 chairs, 2 drafting tables, 4 filing cabinets 1 drawing file

2 employees
400 S.F.

20.) Council Meeting Chamber

function - to provide a weekly meeting place for town council activities

furniture - council table, 10 seats, secretaries desk and chair, 30 visitor seats

0 employees
1500 S.F.

21.) Seymour Community Center

function - Provides a meeting place for families and groups of people. Also provides many needed elderly citizen programs, such as noon lunches and planned group activities. Gives elderly citizens, and also younger groups, a place to meet and socialize.

furniture - 25 long tables, 250 folding chairs, kitchenette facilities, 2 ping pong tables, 15 card tables (pool tables optional)

2000 S.F.
22.) Restroom Facilities

Mens restroom to contain 3 waterclosets, 3 urinals, and 3 lavatories

Womens restroom to contain 5 waterclosets, 3 lavatories, and makeup area with large mirror

400 S.F.

TOTAL NET ASSIGNABLE SQUARE FOOTAGE

12,300 S.F.
SPACE REQUIREMENTS

ACTIVITY PERFORMANCE REQUIREMENTS
The retail portion of the project will consist of a number of initially unfinished shop areas that are to be rented to in most cases small specialty type shops. The retail spaces should be designed on the lowest, or street, level in order to take advantage of the walking pedestrian public. It should provide an integral link to the rest of the facility, but not mask the other activities so that they become obscure and out of the way. Rather, the shops should provide somewhat of a formal entryway to the rest of the facility and should provide an interesting, formal type of entry sequence that benefits both the individual shops and the remainder of the complex.

ENVIRONMENTAL REQUIREMENTS
-Acoustics - The shops don't require an elaborate amount of acoustic control, and should provide a certain amount of unobstructed pedestrian flow from one to another. However, if possible, the retail facilities should also be isolated from the somewhat louder train transportation system noises. Sufficient background and mood noise is to be provided by the individual stores.

- Heating, Ventilating, and Air-conditioning - An acceptable amount of heating and air conditioning systems should be provided to the unoccupied spaces during construction. These systems should also provide for the possibility of modification of the individual stores by the shop owners. Individual control systems, and metering systems shall be provided in order to effectively establish use rates, and to provide environmental efficiency to suit varied store hours.

- Lighting - General overhead lighting should be provided during construction of shop interiors, but again, the final lighting system should provide for easy modification by the individual stores.

- Power and Signal - Each shop shall be provided with sufficient electrical supplies to supplement general lighting with task and display lighting to suit individual needs. Each store shall also be provided with at least 2 phone services with a varying amount of incoming and out-going lines available.

- Visual and Aesthetic - Retail establishments shall be provided with optimum amounts of exterior glass and viewing areas. Groupings should be arranged to supplement views toward each other so that the stores can draw customers from each other. The stores shall be exteriorly "pleasing", and graphics should be kept to a minimum on the exterior portion of the building. Due to the mature of the specialty stores, spaces may bleed over into some type of central core area, which may also be used for display.