

Space	Occupants	Visitors	2023 Proposed SF	2023 Total SF	2023 Reduced SF	2023 Total SF - Reduced	2025 Reduced SF	2025 Total SF Reduced	Notes:
PUBLIC - SHARED									
Entry Vestibule + Lobby	0	0	300		300		280		Unstaffed; Video Call System off hours to dispatch at Regional Center; Police have 5-10 walk-ins per day who are met by admin; FD has 2-3 visitors a day unless burning season - need permits so up to 30; up to 12 per year for medial emergencies; lock-down arrangement at vestibule as safe haven
Public Interview Room; Safe Room	0	4	120		120		120		Off lobby space to meet with public; do permitting or licensing; as safe area
Training Room/EOC/Community Meeting Room	48	0	1,188		1,188		750		EOC (Current EOC is for x persons); Training; 40 seats for PD; 48 seats for FD Training; FD weekly training is for 10-20; Community Space. Provide 15sf for 48 persons plus speaker area
Administrative Assistant	1	1	168		156		156		Adjacent to Lobby (proposed shared with FD); future may require 2 separate workspaces; copier required
Storage Tables and Chairs	0	0	100		80		80		
Office Space for EOC			80		80		0		
Public Toilet	1	0	242		242		121		1 set of 2 @121 per set
Kitchenette	0	0	100		100		100		Refrigerator, sink, microwave, trash containers
SUBTOTAL				2,298		2,266		1,607	
Gross area adjustment 15%				345		340		241	
Circulation adjustment at 25%				661		651		462	
TOTAL				3,303		3,257		2,310	Minus 947 SF
COMMUNICATIONS - SHARED									
Communications/Radio Room	0	0	120		120		100		For Emergency Operations
SUBTOTAL				120		120		100	
Gross area adjustment 15%				18		18		15	
Circulation adjustment at 25%				35		35		29	
TOTAL				173		173		144	Minus 29 SF
STAFF SUPPORT - SHARED									
Fitness	0	0	750		500		400		Shared but near both locker rooms
SUBTOTAL				750		500		400	
Gross area adjustment 15%				113		75		60	
Circulation adjustment at 25%				216		144		115	
TOTAL				1,078		719		575	Minus 144 SF
BUILDING SUPPORT - SHARED									
Server Room	0	0	192		192		192		
Mechanical Room	0	0	400		400		400		
Main Electric Room	0	0	120		120		120		
Plumbing / Fire Protection Room	0	0	180		180		180		
Emergency Electrical Room	0	0	80		80		80		
Electric Closet (1 per floor)	0	0	72		72		72		1 per floor

Space	Occupants	Visitors	2023 Proposed SF	2023 Total SF	2023 Reduced SF	2023 Total SF - Reduced	2025 Reduced SF	2025 Total SF Reduced	Notes:
Janitor Closet	0	0	40		40		40		1 per floor
Stairs	0	0	880		880		0		
Elevator and Machine Room	0	0	249		249		0		
SUBTOTAL				2,213		2,213		1,084	
Gross area adjustment 15%				332		332		163	
Circulation adjustment at 25%				636		636		312	
TOTAL				3,181		3,181		1,558	MINUS 1,623 SF
GRAND TOTAL - SHARED				7,735		7,330		4,587	MINUS 2,743 SF
ADMINISTRATION - FIRE									
Fire Chief Office	1	4	204		204		192		Private Office; Not near public; Location near Shared Administrator if possible; small closet within space
Deputy Chief Office/	2	2	144		144		132		PTE
Administrative Assistant			0		0		0		See Shared Spaces
Fire Captain Office (2 current - 4 projected); EMS Captain Office (2 current + projected)	4	1	120		100		150		PTE; 1 captain on duty per shift; PTE; Cpt. Administrative Coordinator
EMS Captain Office (2 current + projected)	2	1	120		100		0		PTE; Administrative Coordinator
Fire Prevention Office (Future)	1	2	120		100		0		Share space with Deputy Chief
Office Supplies/Copy	0	0	100		100		0		Secure
Conference Room	6	0	168		168		144		In FD or try to find location to share with PD
Archive Document Storage/Office Supplies/Copy	0	0	120		100		140		1 drawer per year for 8 years; add office supplies and copy area; Secure
Kitchenette	0	0	25		25		25		Off corridor if not near Lunch Room
Staff Toilet	0	0	121		121		121		1 set of 2
SUBTOTAL				1,242		1,162		904	
Gross area adjustment 15%				186		174		136	
Circulation adjustment at 25%				357		334		260	
TOTAL				1,785		1,670		1,300	Minus 370 SF
STAFF SUPPORT - FIRE									
<i>PTE: Firefighter/Paramedic (18 current + 25 projected); Firefighter/EMT (12 current + 20 projected); Firefighter (4 current + 20 projected); Current 2 shifts (ambulance) per day</i>									
Dorm Room - Single for 4 persons	4	0	475		475		380		Single bed; sidetable; space for storage bins; small desk surface
Toilet/Shower Room	2	0	264		176		118		2 - 3 fixture bathrooms
Locker Room	0	0	168		168		168		By toilet/shower - (16) 24" wide lockers
Spare Uniform Closet	0	0	80		40		40		In current plan it is part of locker area
Kitchen/Day Room	10	0	450		450		400		Seating for 10; computer station shelving for radio charging; 3-4 recliners
Cleaning Supply Storage	0	0	64		30		30		
Janitors Closet/Laundry	0	0	100		100		100		Residential W&D
SUBTOTAL				1,601		1,439		1,236	
Gross area adjustment 15%				240		216		185	

Space	Occupants	Visitors	2023 Proposed SF	2023 Total SF	2023 Reduced SF	2023 Total SF - Reduced	2025 Reduced SF	2025 Total SF Reduced	Notes:
Circulation adjustment at 25%				460		414		355	
TOTAL				2,301		2,069		1,777	Minus 292 SF
OPERATIONS - FIRE									
Apparatus Bays	0	0	5,180		5,180		4,104		3 engines; 2 ambulances (hold narcotics - secure area); 1 Brush truck; 1 future tanker truck stored indoors; drive thru bays (preferred); 2@17'x72' and 2@ 20'x72'; (1 utility truck; 1 UTV trailer; 1 chief car parked outdoors - carport structure if possible) Reduce by one full bay at 17'x72'
Hose Storage	0	0	64		0		0		Storage; cleaning
Hose Tower	0	0	144		144		144		50' lengths; could be dedicated shaft or within building dimensions; 10' width by 6' depth min.
Gear Storage	40	0	588		588		588		40 gear lockers
Toilet/Shower Rooms for Decon	0	0	140		140		140		Provide 2
Laundry - share with PD	0	0	156		156		156		Gear and Standard W&D; ice machine, utility sink
Mechanic Room	0	0	100		100		100		Small bench and storage
Equipment Decontamination	0	0	120		120		120		No gear washer/dryer currently; use other towns'; storage for backer boards, cabinetry for supplies
SCBA Fill Room	0	0	100		100		100		Doesn't need dedicated room
Air Compressor Room	0	0	64		64		64		
Oxygen Storage	0	0	80		0		0		Store oxygen bottles in bulk storage
Bulk Storage	0	0	120		120		120		Speed dry; HazMat materials; spare tires; emergency equipment; other building supply
Medical Supply Storage	0	0	64		64		64		EMS Secure Storage; close to ambulances
Janitors Closet	0	0	25		0		0		Share with PD
Electrical Closet	0	0	50		0		0		
Communications Equipment Rm	0	0	100		80		0		Radio/Battery Charging
SUBTOTAL				7,095		6,856		5,700	
Gross area adjustment 15% (*)				805		769		650	* 10% for Apparatus Bays
Circulation adjustment at 10% (**)				220		193		184	** 0% for Apparatus Bays
TOTAL				8,120		7,818		6,533	Minus 1285 SF
GRAND TOTAL - FIRE									
				12,207		11,557		9,610	Minus 1,947 SF
ADMINISTRATION - POLICE									
Police Chief Office	1	4	204		204		192		Private Office; Not near public; Location near Shared Administrator if possible; small closet within space
Captain (Future Position)	1	2	132		120		0		Private Office; Not near public
Lieutenant	1	2	132		120		120		Private Office; Not near public
Administrative Assistant									See Shared Spaces

Space	Occupants	Visitors	2023 Proposed SF	2023 Total SF	2023 Reduced SF	2023 Total SF - Reduced	2025 Reduced SF	2025 Total SF Reduced	Notes:
Conference Room	10	0	192		192		192		Adjacent to Command Staff or try to find location to share with FD
Detective Sergeant Office	1	2	120		120		0		
Detective Office (1 current + 1 projected)	2	2	168		156		156		1 person per shift; Not near public
Interview Room - Detectives	0	4	100		100		100		
Records/Archive Document Storage	0	0	288		216		216		Active and near lobby; archive could be separated out; 10 lf/yr x 7 years; Hard copies and Digitized; no window required
Office Supplies/Copy	0	0	100		100		80		Secure
Kitchenette	0	0	25		25		25		Off corridor if not near Break Room
Staff Toilet	0	0	121		121		121		1 set of 2
SUBTOTAL				1,582		1,474		1,202	
Gross area adjustment 15%				237		221		180	
Circulation adjustment at 25%				455		424		346	
TOTAL				2,274		2,119		1,728	Minus 391 SF
OPERATIONS - POLICE									
Sergeant (3 current + projected)	3	1	196		196		196		Private Office; Not near public; shared space
Operations Room: Shared workspace; 2 patrol plus one common; Roll call	3	2	306		306		306		Not near public; 3 computers; mailboxes for all patrol officers (16); conference table, copier/printer; intercom/radio intercom; tech charging
Training Officer (Future Position)	1	1	120		120		0		
Technology Lab	0	0	100		100		70		Computers; body cam storage; future technology requirements
Decontamination Room with Shower/Toilet/changing area	1	0	70		70		70		Immediate location to outside door; Changing and shower (exposures to contaminants)
Uniform Storage	0	0	64		30		30		
PPE Storage	0	0	64		64		64		Could be shared with Med Supplies
Medical Supplies	0	0	64		64		36		Could be shared with PPE
Process Room - Lab	0	2	120		120		120		CSI Unit; Sink, small fume hood, lab surfaces
Evidence/Property Room	1	0	300		275		275		Processing/Storing; Refrigerator; must meet accreditation standards
Valuable Evidence Room	0	0	80		80		80		Narcotics and Guns
Evidence Prep Area	0	0	12		12		12		Off corridor; Evidence lockers including refrigerated compartment open to Evidence/Property Room
Armory/Weapons	1	0	100		100		100		With Safe
SUBTOTAL				1,596		1,537		1,359	
Gross area adjustment 15%				239		231		204	
Circulation adjustment at 25%				459		442		391	
TOTAL				2,294		2,209		1,954	Minus 255 SF
STAFF SUPPORT - POLICE									
Lunch / Break Room	4	0	192		192		144		

Space	Occupants	Visitors	2023 Proposed SF	2023 Total SF	2023 Reduced SF	2023 Total SF - Reduced	2025 Reduced SF	2025 Total SF Reduced	Notes:
Toilet / Shower / Locker Room - Female	0	0	304		304		268		Plan for future?: Officers and staff at 6 lockers (16x19); Reduce to 4 lockers
Toilet / Shower / Locker Room - Male	0	0	746		746		550		Plan for future?: Officers and staff at 26 lockers; Reduce to 15 lockers
Bunk Room	1	0	100		0		0		For 1 person
Janitor	0	0	50		50		40		First floor near detention; share with FD
Electrical Closet	0	0	50		50		50		
SUBTOTAL				1,442		1,342		1,052	
Gross area adjustment 15%				216		201		158	
Circulation adjustment at 25%				415		386		302	
TOTAL				2,073		1,929		1,512	Minus 417 SF
DETENTION - POLICE									
Sally Port/Impound/Standard Vehicle	0	0	1,820		1,260		1,260		3 bays total ;1@18'x35' deep plus 2@16'x35' to accommodate ambulance; rear of other two bays could holds Bulk Evidence and Recovered Property; Drive thru preferred; Gun locker storage; sliding door to booking area; vehicle care and maintenance = 1,750gsf; Reduce to two bays at 18x35 = 1,260gsf
Bulk Evidence	0	0	0		0		0		In rear of impound/vehicle bays
Recovered Property	0	0	0		0		0		In rear of impound/vehicle bays
Booking Holding	0	2	72		72		72		Bench with handcuff rail; sliding door to sally port
Booking	0	0	182		182		182		Accessible; Bench with handcuff rail; fingerprinting processing station; wash station
Detainee Shower	0	0	40		40		40		Accessible
Holding Cells	2	0	246		246		246		1/1 sight/sound separation including juveniles; Includes circulation outside cell for separation; acoustic privacy
Interview Room	0	4	120		120		120		Interview; audio/recording capabilities
SUBTOTAL				2,480		1,920		1,920	
Gross area adjustment 15%				372		288		288	
Circulation adjustment at 25%				713		552		552	
TOTAL				3,565		2,760		2,760	Minus 0 SF
GRAND TOTAL - POLICE									
				10,206		9,017		7,954	Minus 1,063 SF
TOTAL SHARED, FIRE AND POLICE									
						27,904		22,150	Minus 5,754 SF
Total from Estimate = 26,895 SF which included a mezzanine (not programmed) and no elevator or stair									
SITE PLANNING									
Antenna									Might not be required - but provided area near building in case
Dumpster									
Generator/Transformer									diesel

Space	Occupants	Visitors	2023 Proposed SF	2023 Total SF	2023 Reduced SF	2023 Total SF - Reduced	2025 Reduced SF	2025 Total SF Reduced	Notes:
PARKING									
FD Utility Truck, UTV Trailer, Chief Car	3								
Current Staff (Firefighters)	3								Chief and 2 ambulance crew
Additional Future FD Staff	2								Additional 2 for ambulance
FD Call Responders	15								Unknown - could be up to 15
Current Staff (Police Officers)	9								
Future Staff (Police Officers)	3								
Cruiser/truck/assigned vehicle (current)	7								
Cruiser/truck/assigned vehicle (future)	2								
PD ATV (current + future)	2								
PD Boats (current + future)	1								
Visitors	20								Variable 15-20
Total Parking	67								