

**COURT SPACE EXPANSION PROJECT DOCUMENTS
CLARK PATTERSON LEE**

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WARREN COUNTY
 SPACE UTILIZATION AND FACILITIES MASTER PLAN
 Summary
 Department Square Footage Space Requirements

Date: September 27, 2014

	Existing	Proposed	
FAMILY COURT			
Family Court Addition On-Site	4,992	16,108	Family Court Off-Site 25,172 SF (incl. Ct. Security and Ct-related Satellites)
COURT SECURITY AND PUBLIC ENTRANCE			
Court Security & Public Entrance Addition On-Site	incl below	2,398	
S&C, SURROGATE, and JURORS			
S&C, Surrogate, and Jurors	23,756	32,859	32,859 SF proposed vs. existing 28,748 SF Family Ct and S&C/Surrog/Jurors
TOTAL GROSS DEPT SQUARE FOOTAGE	28,748	51,365	

	Existing	Proposed	
COURT-RELATED			
Assigned Counsel	172	280	
District Attorney	3620	6,362	
Probation	4935	7,065	
Public Defender	1757	3,469	
Security Screening	638	998	
TOTAL GROSS DEPT SQUARE FOOTAGE	11,122	18,154	

**WARREN COUNTY
SPACE UTILIZATION AND FACILITIES MASTER PLAN
Family Court
Department Square Footage Space Requirements**

Date: September 27, 2014

Qualifiers:

Excludes Court Security Screening

Excludes consideration of need for Family Court addition project to accommodate needs of S&C Courts during later project phasing

Excludes Court Childrens Center

	Existing	Proposed	
COURTROOMS		3,918	
Family Courtrooms (2) Court Magistrate Hearing Room (1)			
COURTROOM ANCILLARY FACILITIES		6,634	
Visiting Judge Chamber/Robing Rm Attorney Client Conference Rooms Adult Court Ready Cells Court Ready Vehicle Sallyport Juvenile Holding Secure Attorney/Client Conference Rooms Public Waiting Children's Waiting			
JUDGE FACILITIES		1,572	
Family Court Judges Family Court Judge Secys Family Court Law Clerks Family Court Magistrate Office			
CLERICAL FACILITIES		2,658	
Family Court Chief Clerk Existing Court Clerks Additional Clerks in response to 2nd family ct judge Family Treatment Court Coordinator Public Counter Records, Exhibit, Evidence and Supply Storage Network/Server Room Copy /Mail Staff Toilet Rooms			
SECURITY PERSONNEL FACILITIES		180	
Security station			
FACILITIES FOR THE PUBLIC		300	
Public Rest Rooms			
TOTAL NET SQUARE FOOTAGE		11,344	
TOTAL GROSS DEPT SQUARE FOOTAGE on-site	4,992	16,108	1.4 circulation, walls, mechl rms
TOTAL GROSS DEPT SQUARE FOOTAGE off-site		25,172	

* Note: with off-site Family Court Location:

Will need to add Court-related satellite offices, estimated at 1,400 SF additional space

* Note: with off-site Family Court Location:

Will need to add Court Security Space element, estimated at 2,100 SF additional space

**WARREN COUNTY
SPACE UTILIZATION AND FACILITIES MASTER PLAN
Family Court
Department Square Footage Space Requirements**

Date: September 28, 2014
ASSUMPTION ON-SITE LOCATION at Government Center

Qualifiers:
Excludes need for Court-related satellite spaces should Family Court operations be off-site
Excludes Court Security Screening
Excludes Surrogate, Supreme, County Court program
Excludes Commissioner of Jurors program
Excludes consideration of need for Family Court addition project to accommodate needs of S&C Courts during later project phasing
Excludes Court Childrens Center

Code Number	COURTROOMS	Count of Existing Spaces	SF of Each Exist. Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks	
	Planning for two family court judges and one court magistrate Existing courtroom with three counsel tables does not work...need six tables								
	Family Courtroom 1		660	600 - 900	1	1,600	1600	two part clerks, six counsel tables, handicap accessibility	
	Family Courtroom 2			600 - 900	1	1,600	1600	two part clerks, six counsel tables, handicap accessibility	
	Court Magistrate Hearing Room		266	600 - 900	1	702	550	one part clerk, four counsel tables	
	Courtroom Vestibules				3	56	169	sound issues from waiting room	
								Note: Family Court Judge performs Matrimonial Court as well as Family Court. Due to size of some proceedings, Judge Green needs to use existing large courtroom with more counsel tables. Note: Judge Green states that spectators are welcome to Family Court	
Code Number	COURTROOM ANCILLARY FACILITIES	Count of Existing Spaces	SF of Each Exist. Space	OCA/GCIC Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks	
	Existing waiting space for one court and one magistrate part is too small Existing court of study/client conference rooms (?) is inadequate for one court and one magistrate part There is no existing provision for prisoner holding, nor secure study/client conferencing								
	Visiting Judge Chamber/Robing Rm			200	2	250	500	1 per courtroom; chamber size boosted per Prakash Y.	
	Visiting Judge Toilet Room				2	56	112		
	Attorney Client Conference Rooms - Ctm 1		53	100	3	100	300		
	Attorney Client Conference Rooms - Ctm 2			100	3	100	300		
	Attorney Client Conference Rooms - Hearing			100	3	100	300		
	Adult Court Ready Cells		58	80	3	110	330	2 single male holding cells + 1 female single holding cell, with toilet and sink	
	Adult Court Ready Security Wait				1	240	240	swing of cell doors out plus security station	
	Court Ready Vehicle Sallyport				1	525	525	wheelbase	
	Juvenile Holding				1	80	80	separate from adult holding - sight and sound; 1 single room with toilet and sink	
	Juvenile Holding Toilet				1	56	56	and drinking fount	
	Juvenile Holding Security Wait				1	136	136		
	Secure Attorney/Client Conference Rooms			50	2	65	130	one per courtroom; need handicap accessibility so boost to 65 SF	
	Public Waiting - Ctm 1		558	12 SF/pers	75	12	900	waiting for five cases, each case 15 persons	
	Public Waiting - Ctm 2			12 SF/pers	75	12	900	waiting for five cases, each case 15 persons	
	Public Waiting - Hearing			12 SF/pers	75	12	900	waiting for five cases, each case 15 persons	
	Children's Waiting				35	15	525	requirement	
	Court-related offices (assume family ct at Govt Ct) DSS Atlys/Support Collection		213		2	200	400		
Code Number	JUDGE FACILITIES	Count of Existing Spaces	SF of Each Exist. Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks	
	Family Court Judge		296	200	2	250	500	1 per courtroom; chamber size boosted per Prakash Y.	
	Family Court Judge Toilet Rm				2	56	112		
	Family Court Judge Secy		80	200	2	200	400		
	Family Court Law Clerk		213	150	2	150	300		
	Family Court Magistrate Office		130		1	150	150		
	Family Court Judge Waiting				1	110	110	Waiting for one judge: 1 DSS, 1 Prob, 1 Defense, 1 Ct Atty; say 6 seats	
Code Number	JUROR FACILITIES	Count of Existing Spaces	SF of Each Exist. Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks	
	Not included under Family Court Program								
Code Number	CLERICAL FACILITIES	Count of Existing Spaces	SF of Each Exist. Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks	
	Family Court Chief Clerk		132	200	1	200	200		
	Grade 12 Existing Clerks (2 + 1 vacancy)		928	95 SF/pers	3	95	285		
	Grade 16 Existing Clerks (4)			85 SF/pers	4	85	340		
	Clerks in response to second family ct judge			85 SF/pers	3	85	255	per fourth judicial district	
	Family Treatment Court Coordinator			200	1	200	200	private office	
	Public Counter				1	286	286	20 SF/person, minimum 100 SF	
	Public form fill out space								
	Two windows for petitioning								
	Provide one non-assigned staff wksta							with form slots	
	Records Storage				1	300	300	SF provides interim plan while paperless ct project ongoing	
	Table to organize files for judge ct calendars								
	File storage								
	Spaces for litigants/atlys to review files				1	48	48		
	Supply Storage				1	120	120		
	Network/Server Room				1	12	12	one bookshelf	
	Exhibit/Evidence Storage				1	260	260		
	Copy Mail								
	Two copiers, area for shredder and boxes								
	Pigeon hole slots								
	Provide vestibule for atlys/ct related to get mail				2	56	112	with an adjacent work top	
	Staff Toilet Rooms							12 + 5 = 17; provide two unisex toilet rooms	
	Staff Lunch Room		132		1	240	240	space for 10 - 12 to sit down	
Code Number	SUPPORT STAFF FACILITIES	Count of Existing Spaces	SF of Each Exist. Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks	
Code Number	SECURITY PERSONNEL FACILITIES	Count of Existing Spaces	SF of Each Exist. Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks	
	Security station				2	90	180	security check-in desk adj to public waiting; assumption 10' deep x 9' wide	
Code Number	FACILITIES FOR THE PUBLIC	Count of Existing Spaces	SF of Each Exist. Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks	
	Public Rest Rooms		104		1	300	300	waiting rms + satellites: 250 pers; NYS Code A-3: each sex: 2 toil's, 2 sinks	
TOTAL NET SQUARE FOOTAGE							15,262		
TOTAL GROSS DEPT SQUARE FOOTAGE							4,992	21,672	1.4 circulation, walls, mech rms

Note: a 1.42 factor has been used for conversion of net SF to building gross SF
Building Gross SF includes mechanical spaces, walls, circulation

**WARREN COUNTY
SPACE UTILIZATION AND FACILITIES MASTER PLAN
Court Security and Public Entrance
Department Square Footage Space Requirements**

Date: September 27, 2014

ASSUMPTION: ON-SITE LOCATION at Government Center

Qualifiers:

Excludes Court Ready Spaces for Courtroom and Secure Atty/Client Conf Rms

Excludes Vehicular Sallyport for Incarcerated Transport

Excludes Security Stations at Court Waiting and Corridors and Circulation Points

	Proposed
SECURITY PERSONNEL FACILITIES	1,689
Magnetometer Queueing	
Magnetometer/X-ray Station	
Secured room/booking/permit verification	
Court security office	
Control room	
Security personnel lockers/toilet men	
Security personnel lockers/toilet women	
TOTAL NET SQUARE FOOTAGE	1,689
TOTAL GROSS DEPT SQUARE FOOTAGE	2,398

**WARREN COUNTY
SPACE UTILIZATION AND FACILITIES MASTER PLAN
Court Security and Public Entrance
Department Square Footage Space Requirements**

Date: September 28, 2014
ASSUMPTION: ON-SITE LOCATION at Government Center

Qualifiers:
Excludes Court Ready Spaces for Courtroom and Secure Atty/Client Conf Rms
Excludes Vehicular Sallyport for Incarcerated Transport
Excludes Security Stations at Court Waiting and Corridors and Circulation Points

Code Number	COURTROOMS	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	COURTROOM ANCILLARY FACILITIES	Count of Existing Spaces	SF of Each Exist. Space	OCA/CofC Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	JUDGE FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	JUROR FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	CLERICAL FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	SUPPORT STAFF FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	SECURITY PERSONNEL FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	Magnetometer Queuing Magnetometer/X-ray Station Secured room/booking/permit verification Court security office Control room Security personnel lockers/toilet men Security personnel lockers/toilet women	1 1	400 130	400 120 160	1 1 1 1 1 1	375 400 100 200 100 280 184	375 400 100 200 100 280 184	Jury pool range 25 - 100 persons. NYS Code 5 SF/occupant. Assume 75 assumption that exist is satisfactory; one magnetometer station sufficient assumption 2 wksta's cameras, access control 12 men incl 1 shower and single toil and vestibule 4 women incl shower and single toil and vestibule
	FACILITIES FOR THE PUBLIC	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
TOTAL NET SQUARE FOOTAGE							1,639	
TOTAL GROSS DEPT SQUARE FOOTAGE							2,327	

Note: a 1.42 factor has been used for conversion of net SF to building gross SF
Building Gross SF includes toilets, mechanical spaces, walls, circulation

WARREN COUNTY
SPACE UTILIZATION AND FACILITIES MASTER PLAN
Surrogate, Supreme and County Courts and Jurors
Department Square Footage Space Requirements

Date: September 27, 2014
 ASSUMPTION ON-SITE LOCATION at Government Center

Qualifiers:
Excludes Court Security and Screening except for security stations
Excludes Drug Testing Reporting (program at Probation Department)

	Existing	Proposed
COURTROOMS		6,842
Existing Large Courtroom Existing County Courtroom New Courtroom		
COURTROOM ANCILLARY FACILITIES		5,764
Visiting Judge Chamber/Robing Room (3) Jury Deliberation - Supreme 12 person Jury Deliberation - Criminal 12 person Jury Deliberation - New Ctrm 12 person Atty-Client Conference Rooms (9) Court Ready Cells (9) Court Ready Security Wait (3) Secure Atty/Client Conf Rms (4) Public Waiting - for three Courtrooms		
JUDGE FACILITIES		4,210
Supreme Court Judge (2) Supreme Court Judge Law Clerks (3) Supreme Court Judge Judge Secretary (2) Supreme Court Judge Conf/Library County Court Judge County Court Judge Law Clerk County Court Judge Secretary Judge File Storage Supreme Court Branch Law Library		
JUROR FACILITIES		1,391
Jury Check-in Jury assembly vending/coffee Jury assembly toilets Commissioner of Jurors Office		
CLERICAL FACILITIES		4,101
Surrogate Public Surrogate Chief Clerk Surrogate Clerks Surrogate Vault & Expansion Surrogate Equipment Copy Print Mail S&C Public S&C Chief Clerk S&C Clerks S&C Record, Supply, Evidence Storage S&C Equipment Copy Print Mail & work area Computer Server Room Treatment Court Coordinator Staff Toilets		
SUPPORT STAFF FACILITIES		540
Court Reporters		
SECURITY PERSONNEL FACILITIES		180
Security stations (2)		
FACILITIES FOR THE PUBLIC		112
Public Toilets Adjacent to Court Waiting		
TOTAL NET SQUARE FOOTAGE		23,140
TOTAL GROSS DEPT SQUARE FOOTAGE	23,756	32,859

**WARREN COUNTY
SPACE UTILIZATION AND FACILITIES MASTER PLAN
Surrogate, Supreme and County Courts and Jurors
Department Square Footage Space Requirements**

Date: September 23, 2014
ASSUMPTION ON-SITE LOCATION at Government Center

Qualifiers:

- Excludes Family Court
- Excludes Court Security and Screening except for security stations
- Excludes Court Childrens Center
- Excludes Drug Testing Reporting (program at Probation Department)
- Excludes Court-related Satellite Offices should Courts be located off-site

Code Number	COURTROOMS	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	<p>Per discussions with local courts, existing scheduling conflicts occur once every 2 - 3 weeks.</p> <p>There are scheduling conflicts with Treatment Court and Trial Court. There are scheduling conflicts when two Supreme Ct Judges require the same courtroom. Six counsel tables are needed for Supreme Ct courtrooms. Criminal Ct has had need for four counsel tables with accommodation for files.</p> <p>For spectator seating (aside from jury assembly): supreme ct spectators 5 - 10, criminal ct spectators 25 - 30, and treatment ct 30 spectators and 50 participants</p>							
	Supreme/Criminal Trial Courtroom	1	3,170	1,200			3,170	existing SF, also for jury assembly
	Criminal Trial Courtroom	1	1,324	1,600			1,324	existing SF; assumption that existing SF will allow for handicap accessibility
	New Courtroom	0	NA	1,600	1	2,292	2,292	60 spectators, 4 counsel tables, 14 seat jury box. To be constructed prior to existing courtroom renovations.
	New Courtroom Vestibule				1	56	56	
								Note: if all courts relocated: 1 supreme courtroom (six counsel tables, 8 jury box, 20 spectators), 1 supreme/criminal high profile courtroom (for also jury assembly and treatment court 14 jury box, six counsel tables, 100 spectators) and 1 criminal courtroom (14 jury box, four counsel tables, 40 spectators) = 1,906 SF + 2,460 SF + 1,715 SF
	COURTROOM ANCILLARY FACILITIES	Count of Existing Spaces	SF of Each Exist. Space	OCA/CofC Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	<p>Visiting Judges are used at Warren Co presently when conflict of interest</p> <p>Visiting Judges at existing facility use Jury Deliberation Rm or Judge Law Library</p> <p>No existing Courtrooms have Atty/Cient Conf Rms nor Secure Atty/Cient Conf Rms</p> <p>The existing Criminal Courtroom has no court ready space</p> <p>Existing public waiting is limited to one 252 SF space</p>							
	Visiting Judge Chamber/Robing Room			200	1	250	250	Adjacent to new courtroom; for flexibility of use of courtroom
	Visiting Judge Chamber Toilet Room				1	56	56	
	Visiting Judge Chamber/Robing Room			200	1	250	250	Adjacent to supreme courtroom; for flexibility of use of courtroom
	Visiting Judge Chamber Toilet Room				1	56	56	
	Visiting Judge Chamber/Robing Room			200	1	250	250	Adjacent to criminal courtroom; for flexibility of use of courtroom
	Visiting Judge Chamber Toilet Room				1	56	56	
	Jury Deliberation - Supreme 12 person	1	556	325	1	450	450	325 + 56 + 56 toilets
	Jury Deliberation - Criminal 12 person	1	245	325	1	450	450	325 + 56 + 56 toilets
	Jury Deliberation - New Ctrm 12 person			325	1	450	450	325 + 56 + 56 toilets
								Note: if all courts relocated, one of the jury deliberation rooms could be reduced to civil size
	Atty-Cient Conference Rooms - Supreme Ctrm			100	3	100	300	
	Atty-Cient Conference Rooms - Crim Ctrm			100	3	100	300	
	Atty-Cient Conference Rooms- New Ctrm			100	3	100	300	
	Court Ready Cells for New Courtm			100	3	140	420	5 men, 1 female: translate into two male and 1 female cells
	Court Ready Security Wait for New Courtm				1	240	240	guard wait and vestibule
	Court Ready Cells for Exist. Large Courtm		236	100	3	236	236	proposed existing circulation to remain
	Court Ready Security Wait Exist. Large Ctrm		60			60	60	guard wait and vestibule
	Court Ready Cells for Exist. Criminal Ct			100	3	140	420	5 men, 1 female: translate into two male and 1 female cells
	Court Ready Security Wait Exist. Criminal Ct				1	240	240	
	Secure Atty/Cient Conf Rms - New Ctrm			50	1	65	65	Handicap accessible
	Secure Atty/Cient Conf Rms - Criminal Ctrm			50	2	65	130	Handicap accessible
	Secure Atty/Cient Conf Rms - Large Ctrm			50	1	65	65	Handicap accessible
								Note: if all courts relocated, court ready area could be consolidated and serve the criminal courtroom and high profile courtroom = 660 SF
								Note: if all courts relocated, secure attorney/client conference rooms could be reduced to 2
	Public Waiting - New		12 SF/pers		1	240	240	assume 12 persons; 16' x 15'
	Public Waiting - Supreme		12 SF/pers		1	240	240	assume 12 persons; 16' x 15'
	Public Waiting - Criminal		252 SF/pers		1	240	240	assume 12 persons; 16' x 15'
	JUDGE FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	<p>Assumption that Judge Krogmann will continue serving upon retirement, and planning via Visiting Judge chambers for potential future Supreme Court Judge at Warren Co.</p>							
	Supreme Court Judge 1		391	200	1	250	391	
	Supreme Court Judge 1 Law Clerks (2)		354	150	2	150	354	
	Supreme Court Judge 1 Judge Secretary		294	200	1	200	294	
	Supreme Court Judge 1 Conf/Library			as required	1	441	441	
	Supreme Court Judge 1 Toilet Rm				1	56	56	
	Supreme Court Judge 1 File Storage				1	200	200	
	Supreme Court Judge 2		420	200	1	250	250	
	Supreme Court Judge 2 Toilet Room				1	56	56	
	Supreme Court Judge 2 Law Clerk		157	150	1	150	150	
	Supreme Court Judge 2 Judge Secretary		166	200	1	200	200	
	Supreme Court Judge 2 File Storage				1	200	200	
	County Court Judge		296	200	1	250	296	
	County Court Judge Toilet Room				1	56	56	
	County Court Judge Law Clerk		181	150	1	150	181	
	County Court Judge Secretary		435	200	1	200	335	
	County Court Judge Waiting				1	100	100	
	County Court Judge File Storage				1	200	200	
								Note: if all courts relocated, judge chambers could be reduced more to Office of Court Administration guidelines

Supreme Court Branch Law Library 20 - 3L shelf units Three public access workstations	1	2,156		1	450	450	Per discussions with Fourth Judicial District
JUROR FACILITIES <i>Primarily, the large courtroom is used for Jury Assembly. Impasselling frequency: 30 times per year. For high profile case, jury pool 100; for civil case 25 jury pool</i>	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
Jury Assembly			12-20 SF/per				Use large courtroom
Jury Check-in		549				549	Use existing large courtroom lobby. Occupant load 549 SF standing = 110 persons. Occupant load 549 SF chairs = 78 persons
Jury assembly vending/coffee						144	
Jury assembly toilets						265	size for 100, A-3 occupancy, say 2 sinks, 2 toilets each sex
Commissioner of Jurors Office	1	432				432	
CLERICAL FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
Surrogate Public		1078 surr		1	144	144	public access computer, counter
Surrogate Chief Clerk			200	1	200	200	
Surrogate Clerks			95	2	95	190	
Surrogate Vault		882		1	882	882	no additional SF added for handicap reach range compliance
Surrogate Vault Expansion				1	204	204	additional five year growth: 3000 files. Handicap reach range is 4 feet
Surrogate Equipment Copy Print Mail				1	550	550	
Surrogate Break		144		1	144	144	
Surrogate Staff Toils				1	56	56	Also for Judge Staff
S&C Public				1	182	182	
S&C Chief Clerk		94	200	1	200	200	
S&C Deputy Clerk		82	95	1	95	95	
S&C Clerks (1 + 1 vacancy)		390 off	85	2	85	170	
S&C Future Clerks (1)				1	85	85	Per Fourth Judicial District
S&C Record Storage		148		1	150	150	20 legal file cabinets
S&C Supply Storage				1	35	35	35 2 - 5' shelf units
S&C Evidence Storage				1	36	36	Locker plus double door cabinet
S&C Equipment Copy Print Mail & work area				1	258	258	printer, scanner, fax, copier, criminal file ready area, three open criminal lateral files
S&C Break				1	144	144	
S&C Staff Toils				1	56	56	Also for Judge Staff
Computer Server Room				1	120	120	
Treatment Court Coordinator		236		1	200	200	Treatment Coordinator and Urine Testing at Probation Department
SUPPORT STAFF FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
Court Reporter 1 (resident)		181	100	1	100	100	
Court Reporter 2 (resident)		180	100	1	100	180	
Court Reporter (future)			100	1	100	100	Per discussions with S&C Chief Clerk
Court Reporter storage				1	160	160	
SECURITY PERSONNEL FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
Security station				2	90	180	assumption 10' deep x 9' wide; assume 2 count....dependent upon layout
FACILITIES FOR THE PUBLIC	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
Public Toilets Adjacent to Court Waiting				2	56	112	36 persons for all three courtrooms: say 2 unisex toilet rooms
TOTAL NET SQUARE FOOTAGE						23,140	
TOTAL GROSS DEPT SQUARE FOOTAGE						32,859	

Note: a 1.42 factor has been used for conversion of net SF to building gross SF
Building Gross SF includes toilets, mechanical spaces, walls, circulation

WARREN COUNTY
 SPACE UTILIZATION AND FACILITIES MASTER PLAN
 Court-Related County Departments
 Department Square Footage Space Requirements

Date: September 27, 2014

	Existing	Proposed	
ASSIGNED COUNSEL			
Workstation			
Public Window			
TOTAL NET SQUARE FOOTAGE		186	
TOTAL GROSS SQUARE FOOTAGE	172	260	
DISTRICT ATTORNEY			
Workstations			
Public Window			
Grand Jury			
Storage			
Conferencing			
Equipment			
TOTAL NET SQUARE FOOTAGE		4,544	
TOTAL GROSS SQUARE FOOTAGE	3,620	6,362	
PROBATION			
Workstations			
Drug Testing			
Storage			
Conferencing			
Equipment			
TOTAL NET SQUARE FOOTAGE		5,047	
TOTAL GROSS SQUARE FOOTAGE	4,935	7,065	
PUBLIC DEFENDER			
Workstations			
Storage			
Conferencing			
Equipment			
TOTAL NET SQUARE FOOTAGE		2,478	
TOTAL GROSS SQUARE FOOTAGE	1,757	3,469	
SECURITY SCREENING for PROBATION, PUBLIC DEFENDER, AC			
Queueing			
Magnetometer Screening			
Public Waiting			
Security Office			
Public Toilets			
TOTAL NET SQUARE FOOTAGE		713	
TOTAL GROSS SQUARE FOOTAGE	638	998	
TOTAL NET SQUARE FOOTAGE		18,154	
TOTAL GROSS DEPT SQUARE FOOTAGE		11,122	25,779
			1.4 circulation, walls, mech rms

**WARREN COUNTY
SPACE UTILIZATION AND FACILITIES MASTER PLAN
Public Defender and Assigned Counsel**

Date: September 26, 2014

PUBLIC DEFENDER

WORKSTATIONS

Public Defender Director (private office)
Attorneys (9)(private office)
Attorneys Future (2)(private office)
Investigator (1)
Secretaries (2)
Secretaries Future (1)

Exist SF	Present Need	Future Need	Type	SF Each	SF Extension
120	1		OFF	130	130 accessibility
41 - 52	6		OFF	130	780 2 side chairs; accessibility
	1		2 OFF	130	260 2 side chairs; accessibility
	2		OFF	130	
			CUB	80	
			1 CUB	80	

PUBLIC WAITING AND SCREENING

Magnetometer Screening and Queuing
Public Waiting/Form Fillout
Security Office
Public Toilets

SEE PROBATION DEPARTMENT

STORAGE

Law books
Present year to 2012 records

72

72 From Supreme Court Law Library

112

112 Other records in basement; eight lateral files

CONFERENCE

Conference Room (2)

200

400 For meetings with families; to seat 10 persons

EQUIPMENT

Supplies
Copier/Print/Mail

28

28 7' deep x 4' width

100

100

OTHER

Staff Entrance Vestibule
Staff Toilets
Staff Lunch
Coat Storage
Janitorial Storage

56

56 8' wide x 7' deep

56

56 One unisex toilet for 13 persons

72

72 Appliances only 8' deep x 8' width; eating in conference room

18

18 3' x 6'

24

24 6' deep x 4' wide

2,478 TOTAL

3,469 TOTAL WIGROSS (1.40)

1,757

ASSIGNED COUNSEL

WORKSTATIONS

Assigned Counsel Office

132

OFF

132

PUBLIC INTERFACE

Stand up interview and counter

54

54 8' w x 6' deep (wheelchair access with 1' counter

186 TOTAL

280 TOTAL WIGROSS (1.40)

172

**WARREN COUNTY
SPACE UTILIZATION AND FACILITIES MASTER PLAN
District Attorney**

Date: September 27, 2014

	Exist SF	Present Need	Future Need	Type	SF Each	SF Extension	
WORKSTATIONS							
District Attorney	183	1		OFF	183		
First Assistant District Attorney	73	1		OFF	120	183	
Attorneys	50	5		OFF	100	120	
Investigators	54	3		OFF	100	300	
Receptionist	60	1		CUB	80	80	
Support Staff	60	4		CUB	80	400	
Crime Victim Specialist		1		OFF	100	100	
RECEPTION							
Public Window		1			88	88	88 accessible with two waiting chairs and walk-up window
ASSEMBLY							
Grand Jury Room	619	1			619	619	
Grand Jury Toilets	170	2			56	112	unisex
Incarcerated Holding with vestibule/toilet							172 one 100 SF cell plus security wait 9' x 8'
Grand Jury Waiting 1	138						200 12 person wait
Grand Jury Waiting 2							200 12 person wait
STORAGE							
Files/Evidence	149						250
Supplies	86						126 provide shelving both sides of space. 14' x 9'
Law books	144						36 presently in corridor, 24' x 1.5'
CONFERENCE							
Interview Room							200 eight seats, for attorney use due to small offices
Conference Room							350 15 seats
DA Annex	195						120 trial-ready workspace
EQUIPMENT							
Copier							80 presently in corridor. Propose alcove with side table. 10' x 8'
OTHER							
DA Break Room	51	2			58		96 appliances only. 8' deep x 12' L, accessible
Staff Toilets							112 two unisex
Coats							
	3,620						4,544 TOTAL
							8,362 TOTAL WIGROSS (1.40)

**WARREN COUNTY
SPACE UTILIZATION AND FACILITIES MASTER PLAN
Probation with Magnetometer Screening**

Date: September 24, 2014

	Exist SF	Present Need	Future Need	Type	SF Each	SF Extension	
WORKSTATIONS							
Probation Director (private office)	210	1		OFF	210	210	hook for coat and body armor; existing director office size adequate
Probation Supervisors (2)		2		OFF	160	320	hook for coat and body armor; offices to have desk, file cabinet, bookcase
Probation Assistants (2)		2		OFF	160	320	hook for coat and body armor; offices to have desk, file cabinet, bookcase
Probation Officers (12)	50 - 141	12		OFF	160	1920	hook for coat and body armor; adult probation officers see 2 persons at a time; juvenile probation officers see 3-4 persons at a time
Probation Officers Future (2)			2	OFF	160	320	Raising age of juveniles to 18; hook for coat and body armor; offices to have desk, file cabinet, bookcase
Probation Principal Steno (Secretary)		1		CUB	96	96	One side chair, back work table, computer, desk, one file cabinet
Probation Receptionist	82	1		CUB	80	80	Separation from public; L with typewriter, computer, file cabinet
PUBLIC WAITING AND SCREENING							
Entrance Queuing					56	56	Queuing for eight persons @ 5 SF per person; minimum 8' x 7'
Magnetometer Screening		1			192	192	Shared presently with Public Defender and Assigned Counsel
Public Waiting		1			275	275	Off time: 5 persons; peak time 20 persons
Form Fillout		1			48	48	6' L counter, 6' x 8'
Security Office	86	1			86	86	
Public Toilets		1			56	56	one unisex toilet
DRUG TESTING							
Waiting/Sampling		1			144	144	Four waiting chairs, refrigerator, stand up counter, lockable double door storage cabinet; 9' x 16'
Unisex Toilet Rooms (2)		2			56	112	
STORAGE							
Rotary files		1			180	180	Have eight rotary files for present year and closed (high frequency retrieval) plus one standard file cabinet; assume 2 additional
Evidence storage		1			28	28	One cabinet for evidence storage, 4' w x 7' depth
Drug testing/breathalyzer		1			23	23	For use in field: one file cabinet: 6.5' depth x 3.5' width
Form storage		1			36	36	Presently in corridor: 6' w x 6' depth
CONFERENCE							
Conference Room (1)	508	1			500	500	Conference room to seat 20 - 25 persons; used also for staff lunch
Break room		1			96	96	Refrig, microwave, coffee (kitchenette only): 12' L x 8' D
EQUIPMENT							
Mail slots		1			48	48	At receptionist: 6' w x 8' d
Safe		1			24	24	With secretary: 3' w x 8' d
Printers		2			55	110	Two in adult probation, one in juvenile probation, one with receptionist; each alcove 5' d x 11' w
Shredders		1			48	48	One central shredder in Adult Probation, one central shredder in Juvenile Probation, each 6' x 8'
Supplies		2			54	108	2 - 6' length shelving units; space 6' x 9'
Copier/Printer		2			48	96	each 6' w x 8'
Wall Machine		1			48	48	6' L x 8' d
OTHER							
Staff Entrance Vestibule		1			56	56	8' w x 7' d
Staff Unisex Toilets		2			56	112	
Coat Storage		1			18	18	3' x 6'
Janitorial Storage							
TOTALS							
Adult Probation	3,718						
Juvenile Probation	1,217						
Screening	638						
5,573							
5760 TOTAL							
8864 TOTAL W/GROSS (1.40)							

WARREN COUNTY
SPACE UTILIZATION AND FACILITIES MASTER PLAN
Family Court
Department Square Footage Space Requirements

Date: October 03, 2014
ASSUMPTION ON-SITE LOCATION at Government Center

Qualifiers:
Excludes need for Court-related satellite spaces should Family Court operations be off-site
Excludes Court Security Screening
Excludes Surrogate, Supreme, County Court program
Excludes Commissioner of Jurors program
Excludes consideration of need for Family Court addition project to accommodate needs of S&C Courts during later project phasing
Excludes Court Childrens Center

Code Number		Count of Existing Spaces	SF of Each Exist. Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	COURTROOMS <i>Planning for two family court judges and one court magistrate Existing courtroom with three counsel tables does not work....need six tables</i>							
	Family Courtroom 1		660	600 - 900	1	1,600	1600	two part clerks, six counsel tables, handicap accessibility
	Family Courtroom 2			600 - 900	1	1,600	1600	two part clerks, six counsel tables, handicap accessibility
	Court Magistrate Hearing Room		266	600 - 900	1	702	702	one part clerk, four counsel tables
	Courtroom Vestibules				3	56	168	sound issues from waiting room <i>Note: Family Court Judge performs Matrimonial Court as well as Family Court Due to sizes of some proceedings. Judge Breen needs to use existing large courtroom with more counsel tables. Note: Judge Breen states that spectators are welcome to Family Court</i>
	COURTROOM ANCILLARY FACILITIES <i>Existing waiting space for one court and one magistrate part is too small Existing count of atty/client conference rooms (2) is inadequate for one court and one magistrate part There is no existing provision for prisoner holding, nor secure atty/client conferencing</i>							
	Visiting Judge Chamber/Robing Rm			200	2	250	500	1 per courtroom; chamber size boosted per Prakash Y.
	Visiting Judge Toilet Room				2	56	112	
	Attorney Client Conference Rooms - Ctrm 1		53	100	3	100	300	
	Attorney Client Conference Rooms - Ctrm 2			100	3	100	300	
	Attorney Client Conference Rooms - Hearing			100	3	100	300	
	Adult Court Ready Cells		58	80	3	110	330	2 single male holding cells + 1 female single holding cell, with toilet and sink
	Adult Court Ready Security Wait				1	240	240	swing of cell doors out plus security station
	Court Ready Vehicle Sallyport				1	525	525	assumption one vehicle at a time; assume GMC Savana Van with extended wheelbase
	Juvenile Holding				1	80	80	separate from adult holding - sight and sound; 1 single room with toilet and sink
	Juvenile Holding Toilet				1	56	56	and drinking fount
	Juvenile Holding Security Wait				1	136	136	
	Secure Attorney/Client Conference Rooms			50	2	65	130	one per courtroom; need handicap accessibility so boost to 65 SF
	Public Waiting - Ctrm 1		558	12 SF/pers	75	12	900	waiting for five cases, each case 15 persons
	Public Waiting - Ctrm 2			12 SF/pers	75	12	900	waiting for five cases, each case 15 persons
	Public Waiting - Hearing			12 SF/pers	75	12	900	waiting for five cases, each case 15 persons
	Children's Waiting				35	15	525	assumption: 15 children; employed 35/SF per child equiv to DayCare play space requirement
	Court-related offices (assume family ct at Govt Ctr) DSS Attys/Support Collection		213		2	200	400	
	JUDGE FACILITIES							
	Family Court Judge		296	200	2	250	500	1 per courtroom; chamber size boosted per Prakash Y.
	Family Court Judge Toilet Rm				2	56	112	
	Family Court Judge Secy		80	200	2	200	400	
	Family Court Law Clerk		213	150	2	150	300	
	Family Court Magistrate Office		130		1	150	150	
	Family Court Judge Waiting				1	110	110	Waiting for one judge: 1 DSS, 1 Prob, 1 Defense, 1 Ct Atty; say 6 seats
	JUROR FACILITIES							
	Not included under Family Court Program							
	CLERICAL FACILITIES							
	Family Court Chief Clerk		132	200	1	200	200	
	Grade 12 Existing Clerks (2 + 1 vacancy)		928	95 SF/pers	3	95	285	
	Grade 16 Existing Clerks (4)			85 SF/pers	4	85	340	
	Clerks in response to second family ct judge			85 SF/pers	3	85	255	per fourth judicial district
	Family Treatment Court Coordinator			200	1	200	200	private office
	Public Counter				1	286	286	20 SF/person, minimum 100 SF
	Public form fill out space							
	Two windows for petitioning							
	Provide one non-assigned staff wksta							with form slots
	Records Storage			as required	1	300	300	
	Table to organize files for judge ct calendars							SF provides interim plan while paperless ct project ongoing
	File storage							
	Space for litigants/attys to review files							
	Supply Storage			as required	1	48	48	
	Network/Server Room				1	120	120	
	Exhibit/Evidence Storage				1	12	12	one bookshelf
	Copy /Mail			as required	1	260	260	
	Two copiers, area for shredder and boxes							with an adjacent work top
	Pigeon hole slots							
	Provide vestibule for attys/ct related to get mail							
	Staff Toilet Rooms				2	56	112	12 + 5 = 17; provide two unisex toilet rooms
	Staff Lunch Room		132	as required	1	240	240	space for 10 - 12 to sit down
	SUPPORT STAFF FACILITIES							
	SECURITY PERSONNEL FACILITIES							
	Security station				2	90	180	security check-in desk adj to public waiting; assumption 10' deep x 9' wide
	FACILITIES FOR THE PUBLIC							
	Public Rest Rooms		104		1	300	300	waiting rms + satellites: 250 pers; NYS Code A-3: each sex: 2 toil's, 2 sinks
	TOTAL NET SQUARE FOOTAGE						15,414	
	TOTAL GROSS DEPT SQUARE FOOTAGE		4,992				21,888	1.4 circulation, walls, mech rms

Note: a 1.42 factor has been used for conversion of net SF to building gross SF
Building Gross SF includes mechanical spaces, walls, circulation

WARREN COUNTY
SPACE UTILIZATION AND FACILITIES MASTER PLAN
Court Security and Public Entrance
Department Square Footage Space Requirements

Date: September 26, 2014
ASSUMPTION: ON-SITE LOCATION at Government Center

Qualifiers:
Excludes Court Ready Spaces for Courtroom and Secure Atty/Client Conf Rms
Excludes Vehicular Sallyport for Incarcerated Transport
Excludes Security Stations at Court Waiting and Corridors and Circulation Points

Code Number	COURTROOMS	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	COURTROOM ANCILLARY FACILITIES	Count of Existing Spaces	SF of Each Exist. Space	OCA/CofC Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	JUDGE FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	JUROR FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	CLERICAL FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	SUPPORT STAFF FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	SECURITY PERSONNEL FACILITIES	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
	Magnetometer Queueing				1	375	375	jury pool range 25 - 100 persons. NYS Code 5 SF/occupant. Assume 75 assumption that exist is satisfactory; one magnetometer station sufficient
	Magnetometer/X-ray Station	1	400		1	400	400	
	Secured room/booking/permit verification				1	100	100	
	Court security office	1	130	120	1	200	200	
	Control room				1	100	100	
	Security personnel lockers/toilet men		145	12 SF/lock	1	280	280	
	Security personnel lockers/toilet women		39		1	184	184	4 women Incl shower and single toil and vestibule
	FACILITIES FOR THE PUBLIC	Count of Existing Spaces	SF of Each Space	OCA Guidelines SF for space	Proposed Count of Spaces	Proposed SF Each Space	Subtotal Extension	Remarks
TOTAL NET SQUARE FOOTAGE							1,639	
TOTAL GROSS DEPT SQUARE FOOTAGE							2,327	

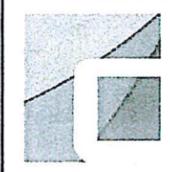
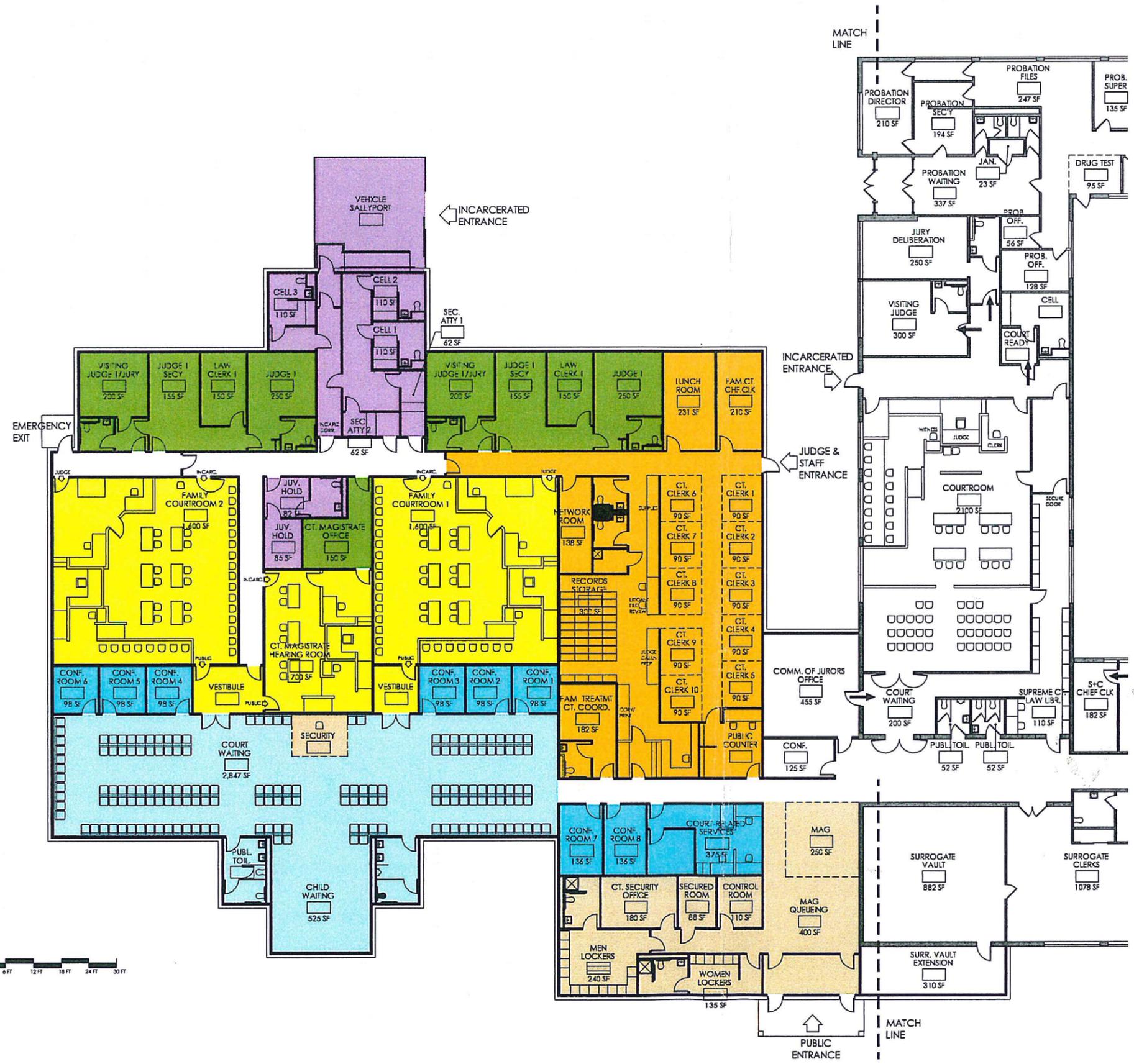
Note: a 1.42 factor has been used for conversion of net SF to building gross SF
Building Gross SF includes toilets, mechanical spaces, walls, circulation

Plotted By: Maria Maravak

Date last plotted: 10/15/2014 5:23 PM

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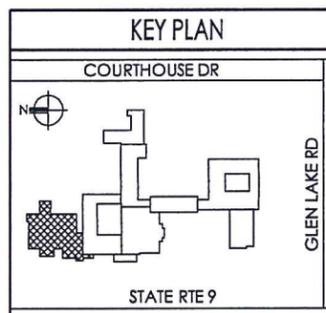
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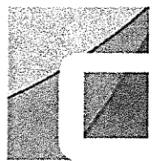
**WARREN COUNTY
MUNICIPAL CENTER
COURT NEEDS ASSESSMENT**
1340 STATE ROUTE 9
LAKE GEORGE, NEW YORK 12845

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SHEET TITLE
FAMILY COURTS
ADDITION
SPACE UTILIZATION
- COLOR



PROJECT NUMBER	13260.00
DRAWING NUMBER	MC A201-14



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REVISIONS	NO.	DATE	BY	DESCRIPTION
	1	10/13/2014		ADDITION SIZE
	2	11/6/2014		CHILD WAITING REVISED

**WARREN COUNTY
MUNICIPAL CENTER
COURT NEEDS ASSESSMENT**

1340 STATE ROUTE 9
LAKE GEORGE, NEW YORK 12845

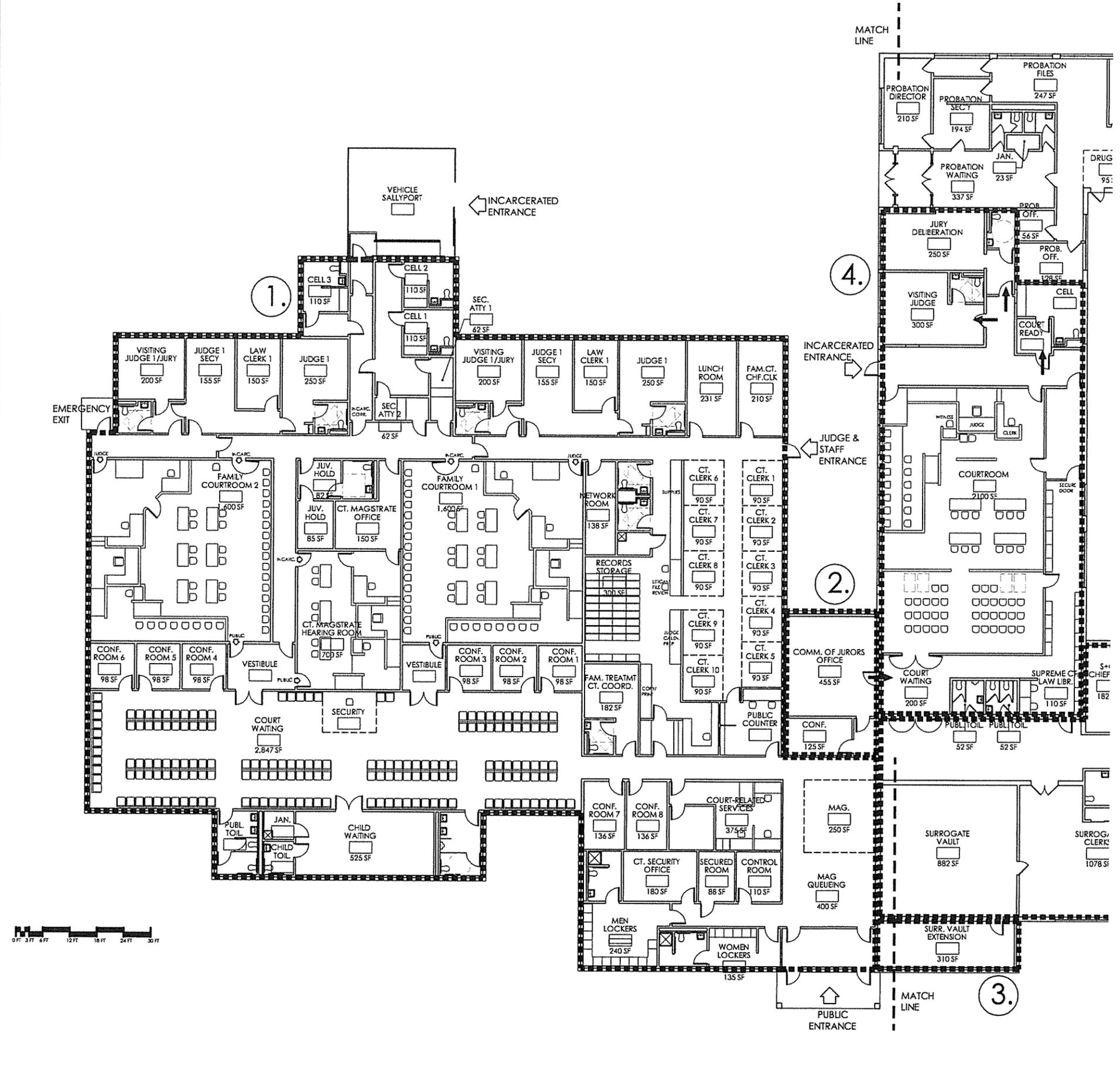
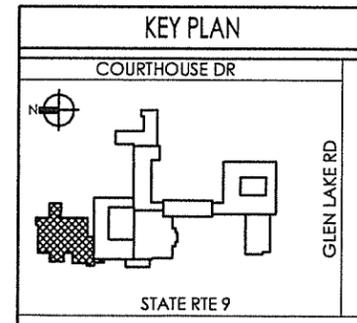
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FAMILY COURTS ADDITION SF		

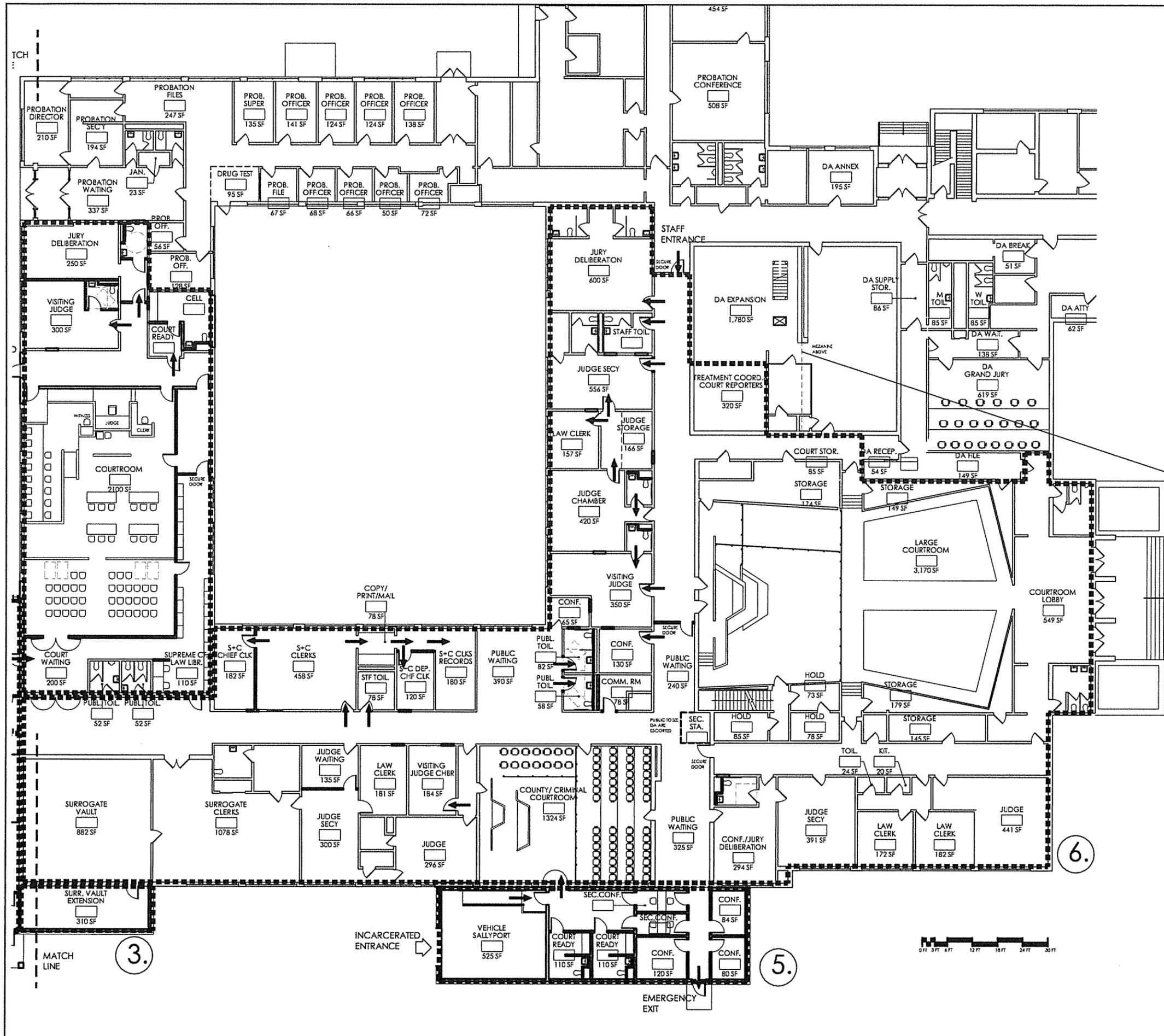
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DRAWING NUMBER	MC A201-10 R2

GROSS SF:

- FAMILY COURT/
SECURITY ENTRANCE
ADDITION: 20,065 SF
- COMMISSIONER
OF JURORS
ADDITION: 635 SF
- SURROGATE VAULT
EXPANSION: 330 SF
- THIRD COURTROOM/
JURY IMPANEL
RENOVATION: 4,720 SF
- CRIMINAL COURT
INCARCERATED ENTRANCE/
CONFERENCE RM ADDITION 1,255 SF
- SUPREME/COUNTY/
SURROGATE
RENOVATIONS 21,250 SF

TOTAL SF: 48,255 SF

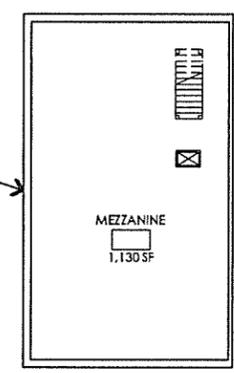




GROSS SF:

- FAMILY COURT/ SECURITY ENTRANCE ADDITION: 20,065 SF
- COMMISSIONER OF JURORS ADDITION: 635 SF
- SURROGATE VAULT EXPANSION: 330 SF
- THIRD COURTROOM/ JURY IMPANEL RENOVATION: 4,720 SF
- CRIMINAL COURT INCARCERATED ENTRANCE/ CONFERENCE RM ADDITION: 1,255 SF
- SUPREME/COUNTY/ SURROGATE RENOVATIONS: 21,250 SF

TOTAL SF: 48,255 SF

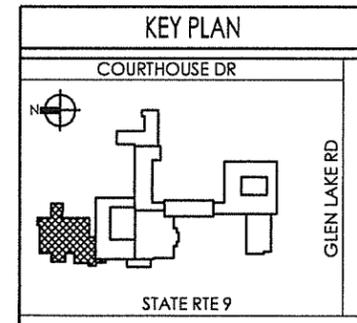


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NO.	DATE	DESCRIPTION
1	10/13/2014	ADDITION SIZE AND MEZZ.

WARREN COUNTY MUNICIPAL CENTER COURT NEEDS ASSESSMENT
 1340 STATE ROUTE 9
 LAKE GEORGE, NEW YORK 12845

DATE	DRAWN	CHECKED
10-6-14	MM	JN
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SHEET TITLE		
RENOVATIONS SF		



PROJECT NUMBER
13260.00

MC
A201-11 R1

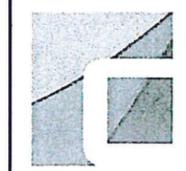
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5.

3.





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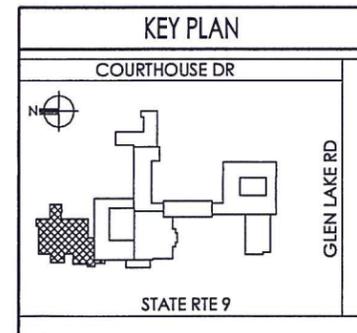
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2	11-6-2014	CHILD WAITING REVISED

**WARREN COUNTY
 MUNICIPAL CENTER
 COURT NEEDS ASSESSMENT**
 1340 STATE ROUTE 9
 LAKE GEORGE, NEW YORK 12845

DATE	DRAWN	CHECKED
10-17-14	MM	JN
SCALE 3/32"=1'-0"		
SHEET TITLE		
FAMILY COURTS ADDITION		

PROJECT NUMBER	13260.00
DRAWING NUMBER	MC A201-8R2

- LEGEND:**
- STAFF/ JUDGES
 - JURY
 - SECURITY
 - PUBLIC
 - SHARED/
CORRIDOR SPACES

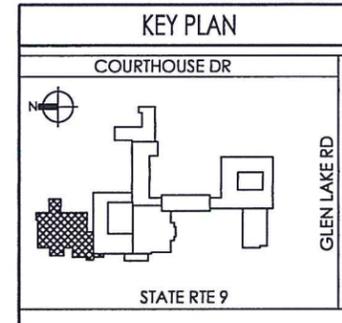


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 Plotted By: Maria Mazurek



LEGEND:

- STAFF/JUDGES
- JURY
- SECURITY
- PUBLIC
- SHARED/CORRIDOR SPACES



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REVISIONS NO.	DATE	BY	DESCRIPTION

WARREN COUNTY
MUNICIPAL CENTER
COURT NEEDS ASSESSMENT

1340 STATE ROUTE 9
 LAKE GEORGE, NEW YORK 12845

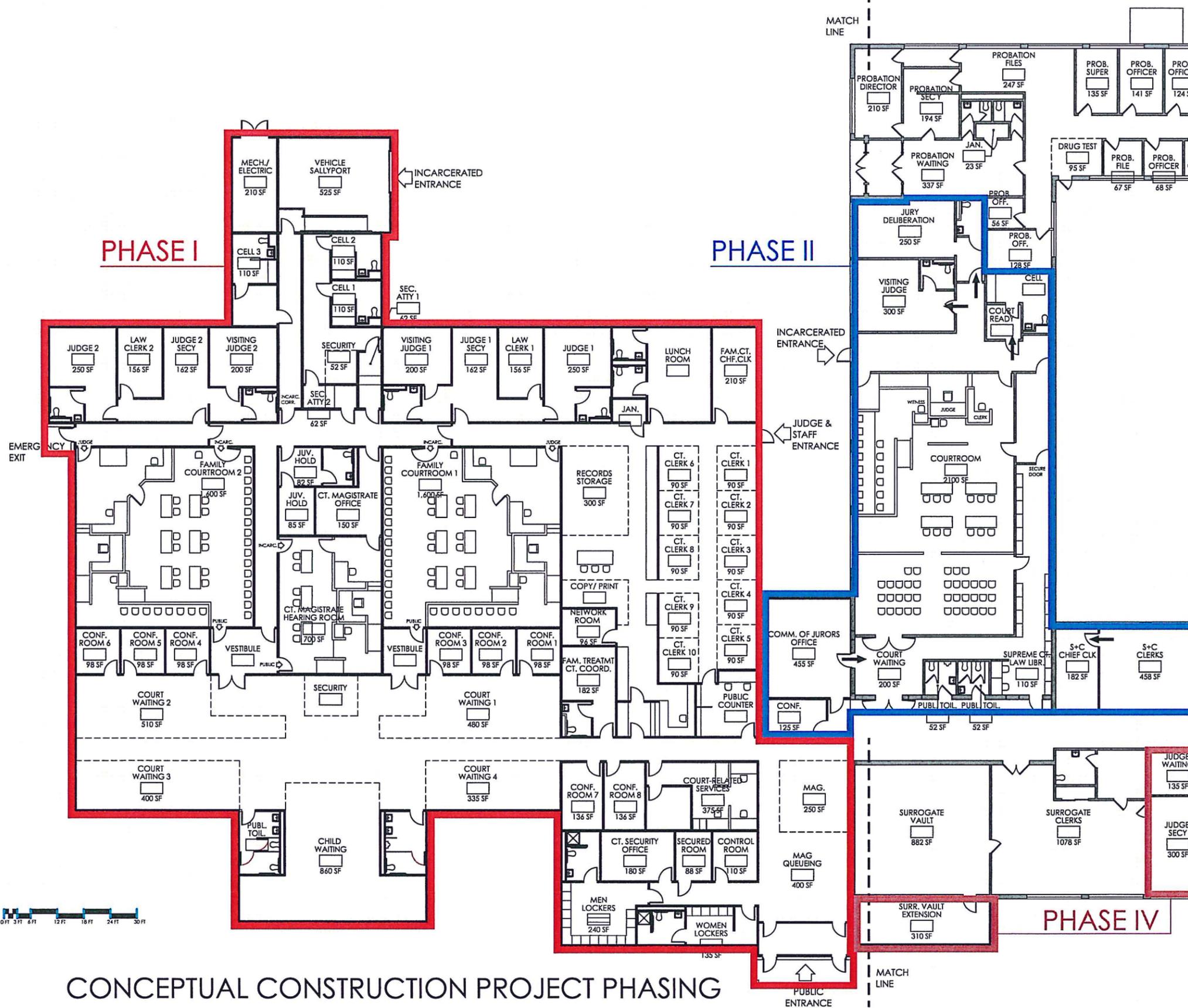
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SUPREME, COUNTY, SURROGATE & JURORS RENOVATIONS AND ADDITIONS		

PROJECT NUMBER
13260.00

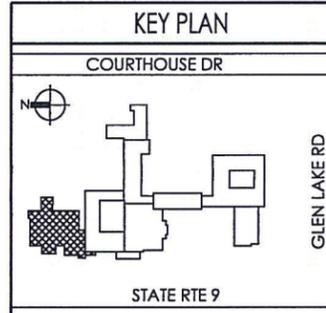
MC

A201-9

DRAWING NUMBER



CONCEPTUAL CONSTRUCTION PROJECT PHASING



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NO.	DATE	BY	DESCRIPTION

**WARREN COUNTY
MUNICIPAL CENTER
COURT NEEDS ASSESSMENT**

1340 STATE ROUTE 9
LAKE GEORGE, NEW YORK 12845

DATE	DRAWN	CHECKED
10-6-14	MM	JN
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SHEET TITLE		
FAMILY COURTS ADDITION PROJECT PHASING		

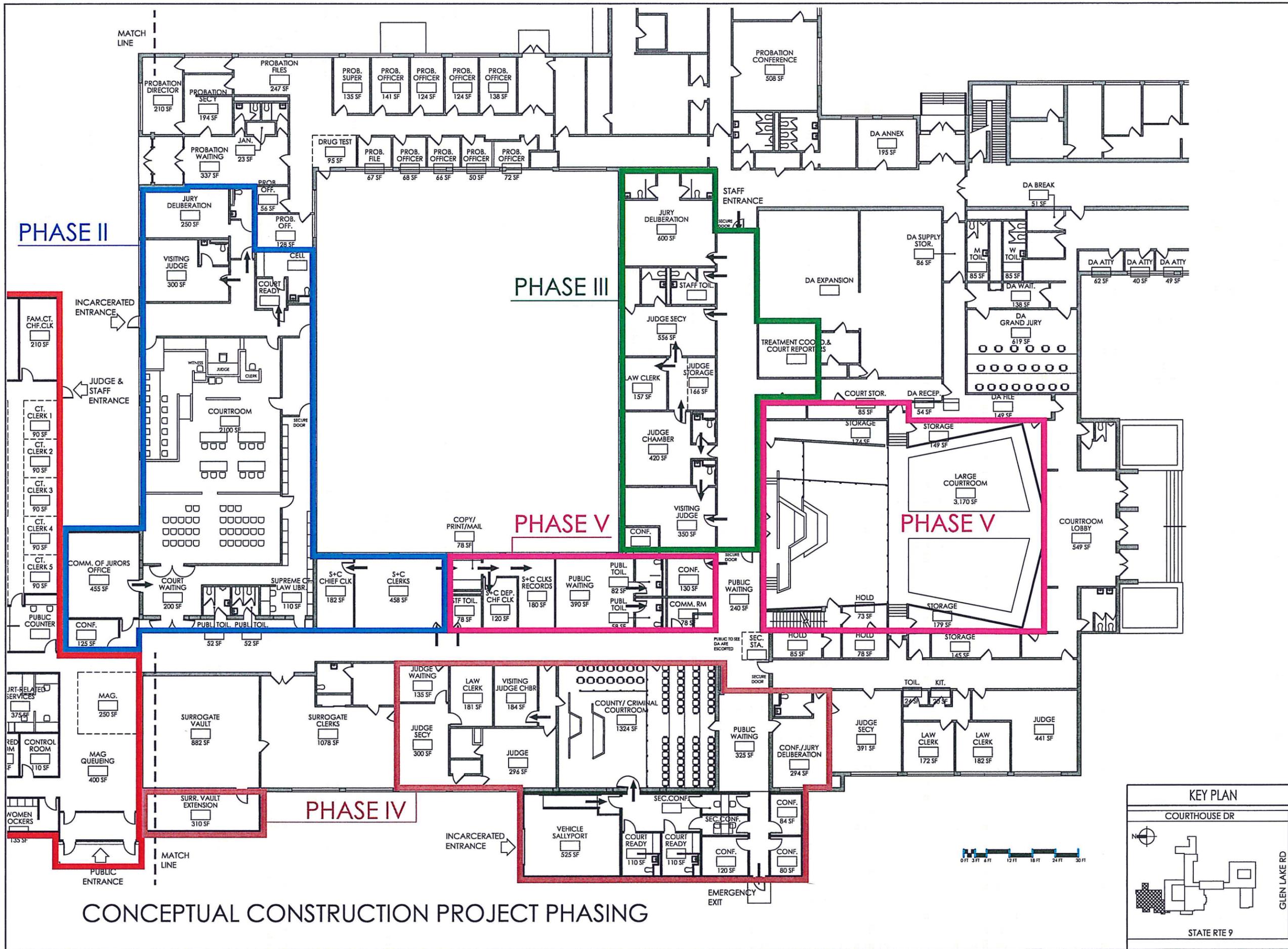
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Plotted By: Maria Mazurek

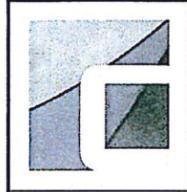
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CONCEPTUAL CONSTRUCTION PROJECT PHASING



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REVISIONS NO.	DATE	BY	DESCRIPTION

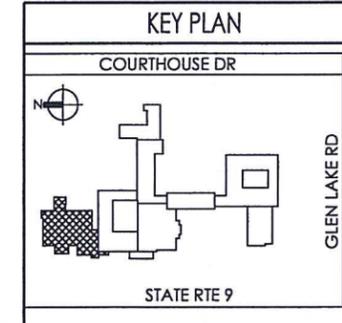


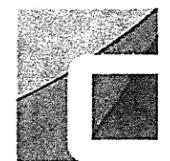
**WARREN COUNTY
MUNICIPAL CENTER
COURT NEEDS ASSESSMENT**

1340 STATE ROUTE 9
LAKE GEORGE, NEW YORK 12845

DATE 10-6-14	DRAWN MM	CHECKED JN
SCALE 3/32"=1'-0"		
SHEET TITLE FAMILY COURTS RENOVATIONS PROJECT PHASING		

PROJECT NUMBER 13260.00
MC A201-13
DRAWING NUMBER





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NO.	DATE	DESCRIPTION

NO.	DESCRIPTION	GROSS SF
1.	ADDITION: FAMILT COURT WAITING MAIN PUBLIC ENTRANCE FAMILY COURTROOM (1) WITH JUDGE CHAMBERS COURT READY	11,695 SF
2.	SURROGATE VAULT EXTENSION:	330 SF
(TOTAL ADDITIONS: 12,025 SF)		
3.	RENOVATION AREA:	36,785 SF
TOTAL SF:		48,810 SF

**WARREN COUNTY
 MUNICIPAL CENTER
 COURT NEEDS ASSESSMENT**

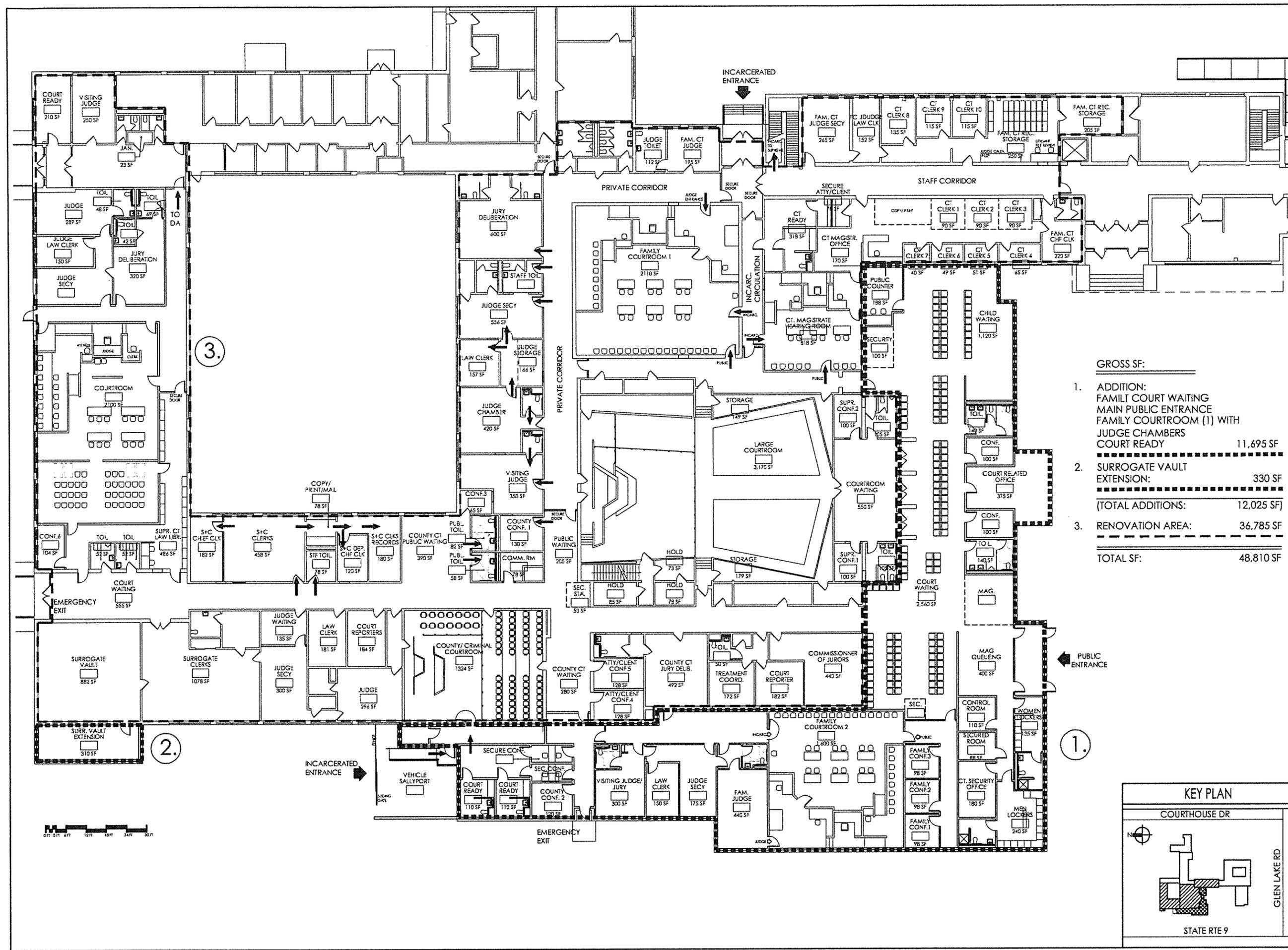
1340 STATE ROUTE 9
 LAKE GEORGE, NEW YORK 12845

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11-6-14	MM	JN
SCALE	AS SHOWN	
SHEET TITLE	SCHEME 2	
SF		

PROJECT NUMBER
 13260.00

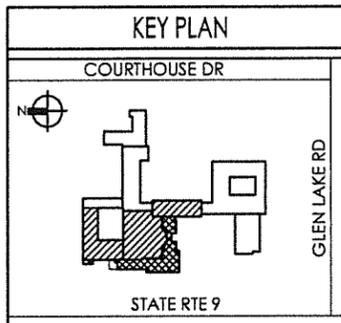
MC
201-11A

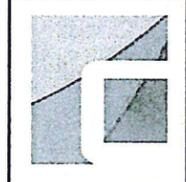
DRAWING NUMBER



GROSS SF:

- ADDITION:
FAMILT COURT WAITING
MAIN PUBLIC ENTRANCE
FAMILY COURTROOM (1) WITH
JUDGE CHAMBERS
COURT READY 11,695 SF
- SURROGATE VAULT
EXTENSION: 330 SF
- (TOTAL ADDITIONS: 12,025 SF)**
- RENOVATION AREA: 36,785 SF
- TOTAL SF: 48,810 SF**





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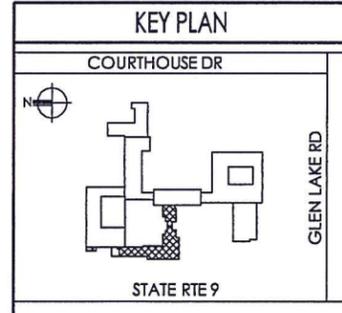
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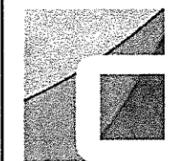
WARREN COUNTY
MUNICIPAL CENTER
COURT NEEDS ASSESSMENT
1340 STATE ROUTE 9
LAKE GEORGE, NEW YORK 12845

DATE	11-6-14	DRAWN	MM	CHECKED	JN
SCALE	AS SHOWN				
SHEET TITLE	SCHEME 2				

PROJECT NUMBER	13260.00
DRAWING NUMBER	MC A201-9A

- LEGEND:**
- STAFF/ JUDGES
 - JURY
 - SECURITY
 - PUBLIC
 - SHARED/
CORRIDOR SPACES





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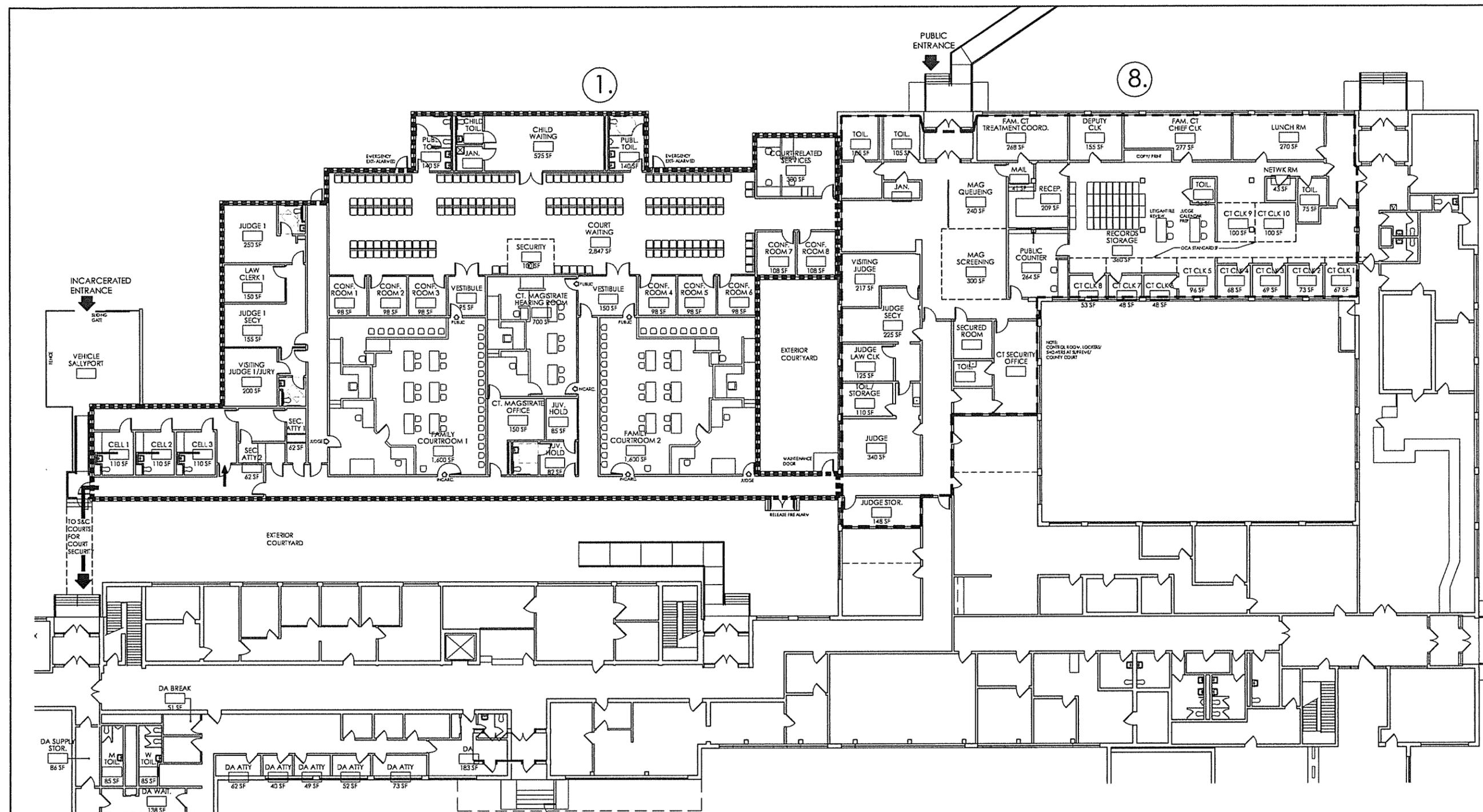
REVISIONS NO.	DATE	DESCRIPTION

**WARREN COUNTY
 MUNICIPAL CENTER
 COURT NEEDS ASSESSMENT**

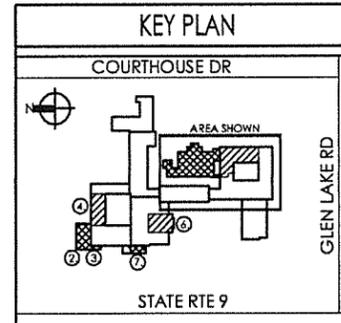
1340 STATE ROUTE 9
 LAKE GEORGE, NEW YORK 12845

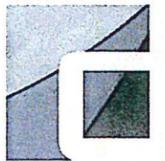
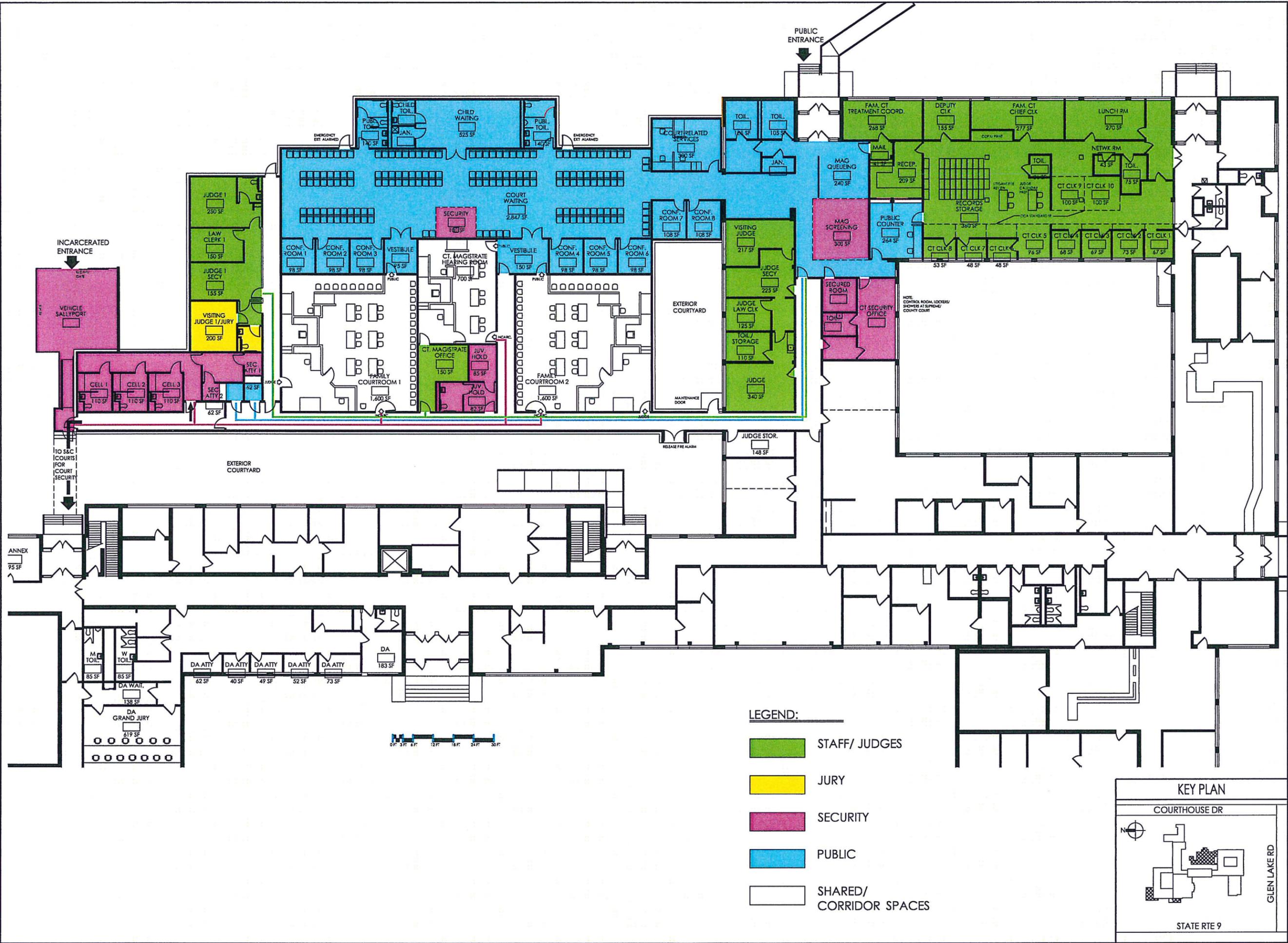
DATE	DRAWN	CHECKED
11-6-14	MM	JN
SCALE AS SHOWN		
SHEET TITLE SCHEME 3		
SF		

PROJECT NUMBER 13260.00
MC A201-11B
DRAWING NUMBER



GROSS SF:	GROSS SF:
ADDITIONS:	RENOVATIONS:
1. FAMILY COURT ADDITION (SHOWN): 11,830 SF	8. FAMILY COURT CLERK, FAMILY COURT SCREENING (SHOWN): 8,010 SF
3. SURROGATE VAULT EXTENSION: 330 SF	4. THIRD COURTROOM/ JURY IMPANEL RENOVATION: 4,720 SF
2. SUPREME & COUNTY COURT SECURITY ADDITION: 1,910 SF	6. SUPREME/COUNTY/ SURROGATE RENOVATIONS: 21,250 SF
2. COMM. OF JURORS AND S&C SCREENING ADDITION (modified): 1,690 SF	(TOTAL RENOVATIONS: 33,980 SF)
7. COUNTY COURT READY ADDITION: 1,255 SF	
(TOTAL ADDITIONS: 17,015 SF)	
TOTAL SF:	50,995 SF





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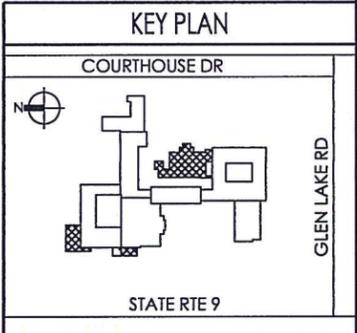
REVISIONS NO.	DATE	BY	DESCRIPTION

**WARREN COUNTY
 MUNICIPAL CENTER
 COURT NEEDS ASSESSMENT**

1340 STATE ROUTE 9
 LAKE GEORGE, NEW YORK 12845

DATE	DRAWN	CHECKED
11-6-14	MM	JN
SCALE AS SHOWN		
SHEET TITLE SCHEME 3		

PROJECT NUMBER	13260.00
MC	A201-9B
DRAWING NUMBER	

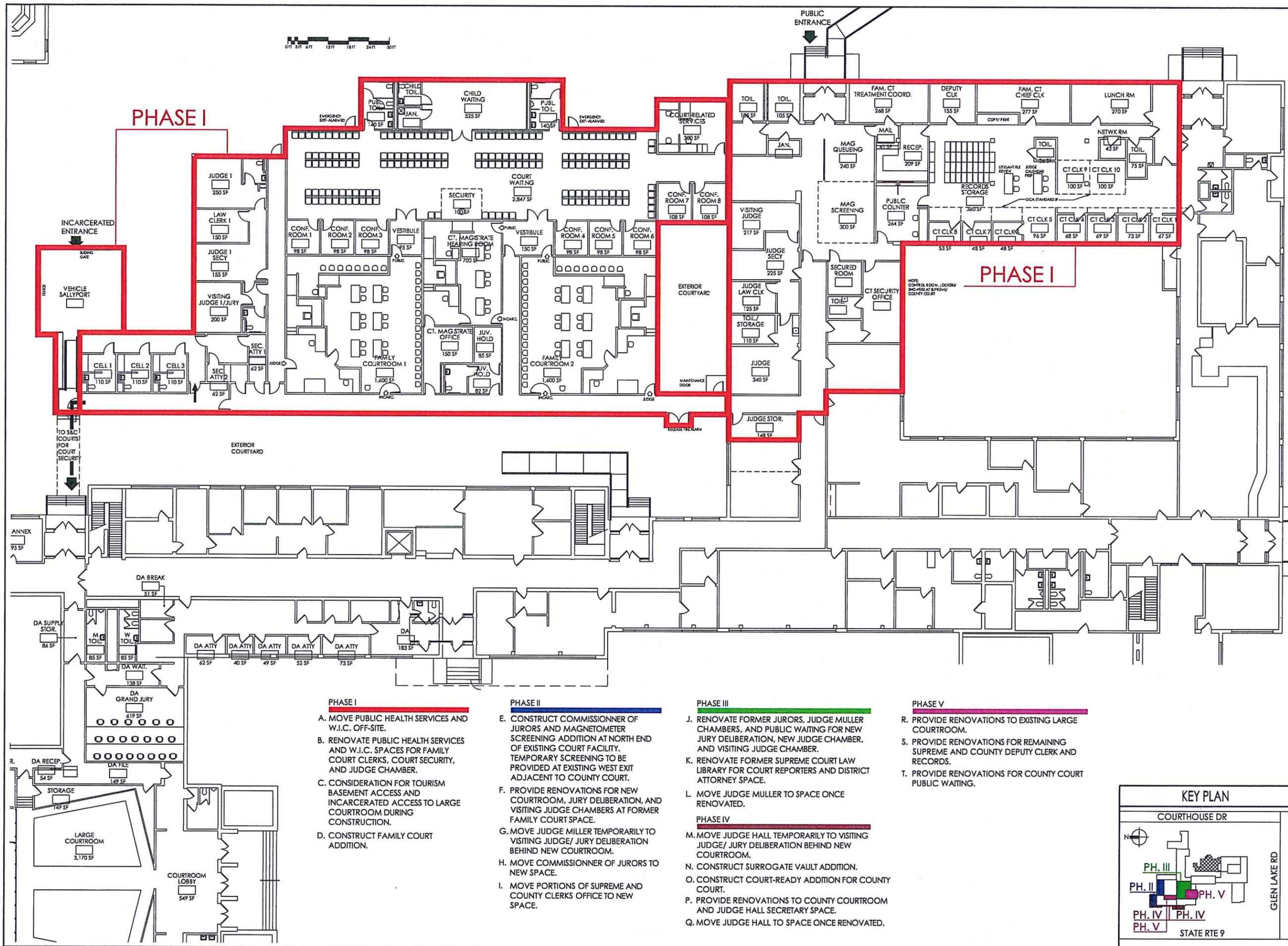


- LEGEND:**
- STAFF/ JUDGES
 - JURY
 - SECURITY
 - PUBLIC
 - SHARED/ CORRIDOR SPACES



PHASE I

PHASE I



- PHASE I**
- A. MOVE PUBLIC HEALTH SERVICES AND W.I.C. OFF-SITE.
 - B. RENOVATE PUBLIC HEALTH SERVICES AND W.I.C. SPACES FOR FAMILY COURT CLERKS, COURT SECURITY, AND JUDGE CHAMBER.
 - C. CONSIDERATION FOR TOURISM BASEMENT ACCESS AND INCARCERATED ACCESS TO LARGE COURTROOM DURING CONSTRUCTION.
 - D. CONSTRUCT FAMILY COURT ADDITION.

- PHASE II**
- E. CONSTRUCT COMMISSIONER OF JURORS AND MAGNETOMETER SCREENING ADDITION AT NORTH END OF EXISTING COURT FACILITY. TEMPORARY SCREENING TO BE PROVIDED AT EXISTING WEST EXIT ADJACENT TO COUNTY COURT.
 - F. PROVIDE RENOVATIONS FOR NEW COURTROOM, JURY DELIBERATION, AND VISITING JUDGE CHAMBERS AT FORMER FAMILY COURT SPACE.
 - G. MOVE JUDGE MILLER TEMPORARILY TO VISITING JUDGE/ JURY DELIBERATION BEHIND NEW COURTROOM.
 - H. MOVE COMMISSIONER OF JURORS TO NEW SPACE.
 - I. MOVE PORTIONS OF SUPREME AND COUNTY CLERKS OFFICE TO NEW SPACE.

- PHASE III**
- J. RENOVATE FORMER JURORS, JUDGE MULLER CHAMBERS, AND PUBLIC WAITING FOR NEW JURY DELIBERATION, NEW JUDGE CHAMBER, AND VISITING JUDGE CHAMBER.
 - K. RENOVATE FORMER SUPREME COURT LAW LIBRARY FOR COURT REPORTERS AND DISTRICT ATTORNEY SPACE.
 - L. MOVE JUDGE MULLER TO SPACE ONCE RENOVATED.
- PHASE IV**
- M. MOVE JUDGE HALL TEMPORARILY TO VISITING JUDGE/ JURY DELIBERATION BEHIND NEW COURTROOM.
 - N. CONSTRUCT SURROGATE VAULT ADDITION.
 - O. CONSTRUCT COURT-READY ADDITION FOR COUNTY COURT.
 - P. PROVIDE RENOVATIONS TO COUNTY COURTROOM AND JUDGE HALL SECRETARY SPACE.
 - Q. MOVE JUDGE HALL TO SPACE ONCE RENOVATED.

- PHASE V**
- R. PROVIDE RENOVATIONS TO EXISTING LARGE COURTROOM.
 - S. PROVIDE RENOVATIONS FOR REMAINING SUPREME AND COUNTY DEPUTY CLERK AND RECORDS.
 - T. PROVIDE RENOVATIONS FOR COUNTY COURT PUBLIC WAITING.

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NO.	DATE	DESCRIPTION

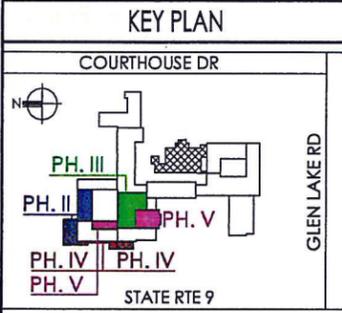
**WARREN COUNTY
 MUNICIPAL CENTER
 COURT NEEDS ASSESSMENT**

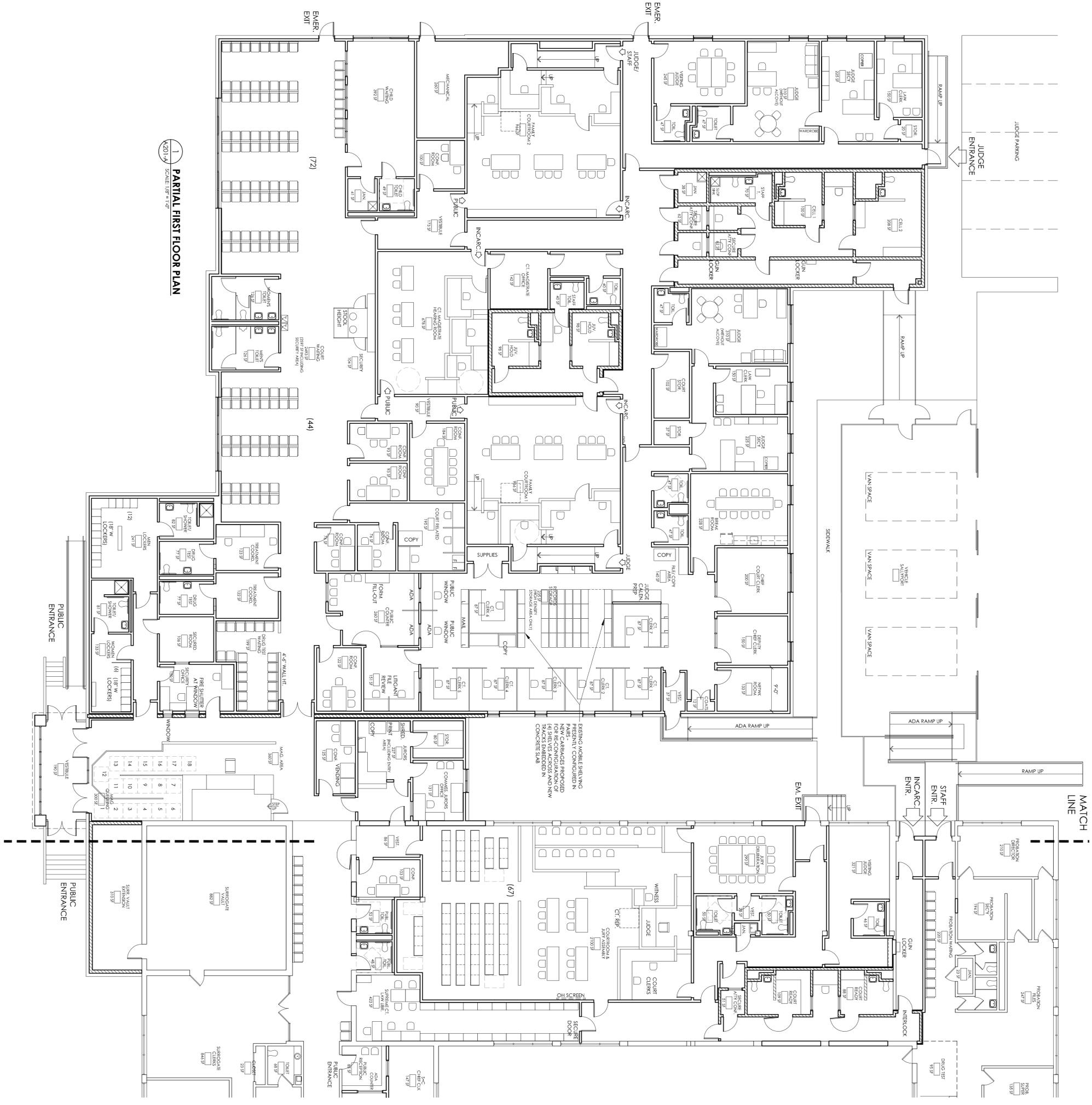
1340 STATE ROUTE 9
 LAKE GEORGE, NEW YORK 12845

DATE	DRAWN	CHECKED
11-6-14	MM	JN
SCALE AS SHOWN		
SHEET TITLE		
SCHEME 3		
PHASING		

PROJECT NUMBER
 13260.00

MC
A201-13B
 DRAWING NUMBER

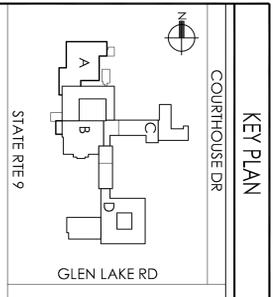




1 PARTIAL FIRST FLOOR PLAN
SCALE: 1/8" = 1'-0"

EXISTING MOBILIZING PARKING SPACES PROPOSED FOR RECONFIGURATION OF (4) SHELVES ACROSS AND NEW CONCRETE SLAB

18	17	16	15	14	13	12	11	10	9	8	7	6	5	4	3	2	1
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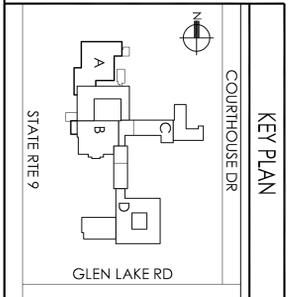
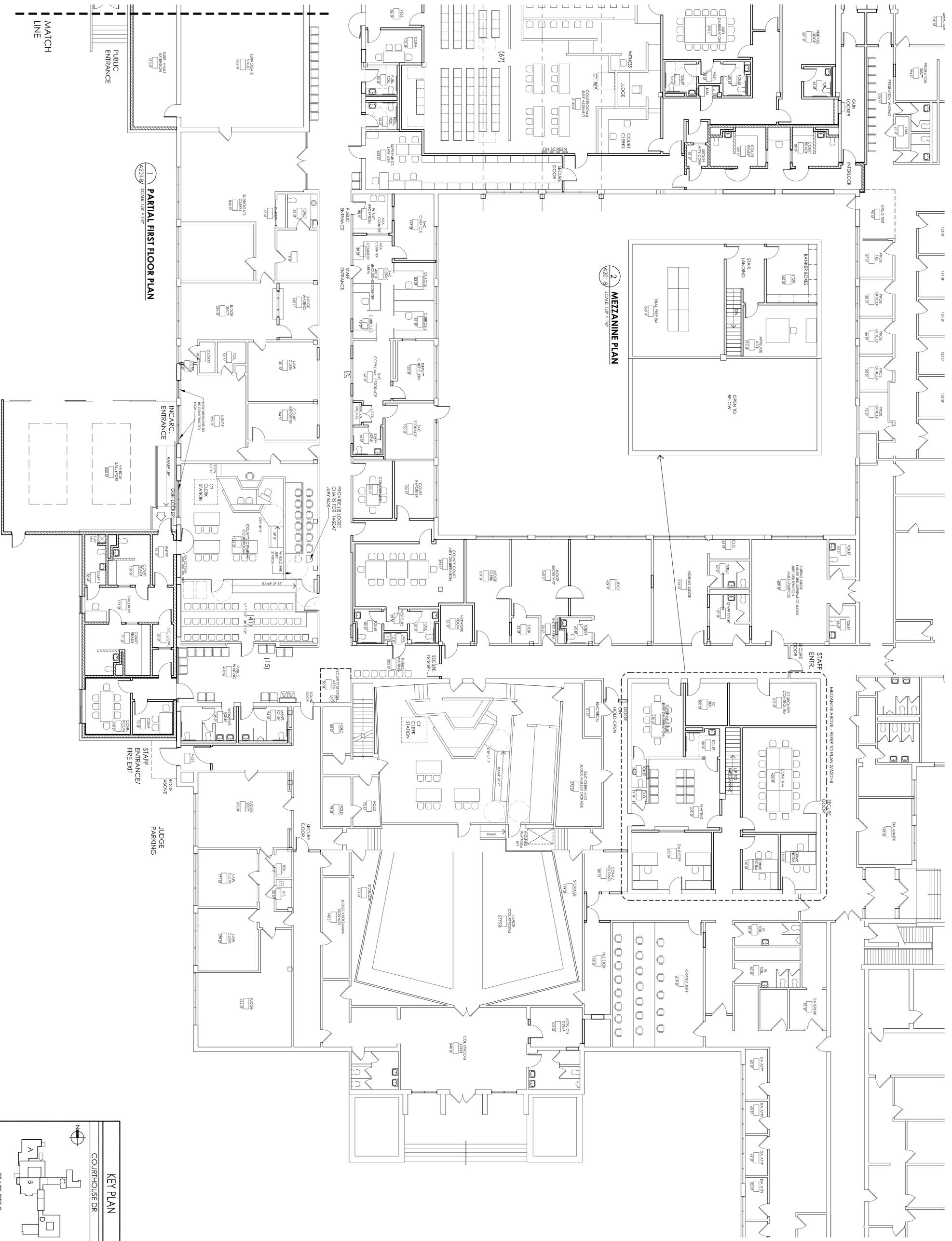
WARREN COUNTY COURTS FAMILY COURT ADDITION MUNICIPAL CENTER RENOVATIONS

1340 STATE ROUTE 9
LAKE GEORGE, NEW YORK 12845

DATE	3-25-15	DRAWN	MM	CHECKED	JN
SCALE	1/8" = 1'-0"				
SHEET TITLE FIRST FLOOR - SECTION A (FAMILY COURT ADDITION)					
PROJECT NUMBER	13250.00				
MC	A201-A				
DRAWING NUMBER					

REVISIONS				
NO.	DATE	BY	DESCRIPTION	

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PROJECT NUMBER
13250.00

DRAWING NUMBER
A201-B

DATE
3-25-15

DRAWN
MM

CHECKED
JN

SCALE
1/8"=1'-0"

SHEET TITLE
FIRST FLOOR - SECTION B

**WARREN COUNTY COURTS
FAMILY COURT ADDITION
MUNICIPAL CENTER RENOVATIONS**

1340 STATE ROUTE 9
LAKE GEORGE, NEW YORK 12845

NO.	DATE	BY	DESCRIPTION

NO.	DATE	BY	DESCRIPTION

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DESIGN PROFESSIONALS

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