

MUNICIPAL STUDY  
**VILLAGE OF BELLEVILLE,  
WISCONSIN**

SEPTEMBER 17, 2015



**FEH DESIGN**



## table of contents

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### Building Inventory

#### Village Hall

Building Information  
Assessment  
ADA Review  
Structural  
Mechanical, Electrical, Plumbing  
Building Plans

#### Library

Building Information  
Assessment  
ADA Review  
Structural  
Mechanical, Electrical, Plumbing  
Building Plans

#### Police

Building Information  
Assessment  
ADA Review  
Structural  
Mechanical, Electrical, Plumbing  
Building Plans

### Public Works

Building Information  
Assessment  
ADA Review  
Structural  
Mechanical, Electrical, Plumbing  
Building Plans

### Recommendation

20 Year Department Space Needs  
    Village Hall, Library, Police, Public Works  
Facility Recommendations  
    Village Hall, Library, Police, Public Works  
Proposed Facility Options  
Potential Building Sites for New Facilities  
Design Charrette Options  
Charrette Options Cost Comparison  
Community Survey Response  
Preferred Options  
Village Priorities





# BUILDING INVENTORY / VILLAGE HALL



## BUILDING INFORMATION

The Belleville Village Hall, pictured, was built in 1903 with an addition 1981. The Village purchased the building in 1998. Significant, incremental work has been put into the building since purchasing it: a new roof was provided in 2004, the electrical service was upgraded in 2008, insulation was added in 2008, a new HVAC system was installed in 2008, a partial new basement floor was poured in 2010 and two small rooms were expanded in 2013. The

building is a mix of combustible and noncombustible construction including precast walls with a low-slope, mechanically fastened membrane roof. The upper level of the 1903 portion, currently vacant, was formerly a living space. The main level and basement are currently used as the Village Hall. The total building area is 9,728sf. The existing overall site is 8,712SF (0.2 Acres) with three parking spaces, 2 of which are accessible.

## ASSESSMENT

The exterior of the building appears to be in good repair, with few immediate maintenance needs. The second floor of the original building is vacant and outfitted as a residence. Significant work would be needed to convert the second floor to office space with regards to access and wall locations. The number of bathrooms (2) is insufficient for the number of occupants of the building when including the assembly spaces. Offices and meeting space are located on the first floor and staff spaces and storage are located in the basement.

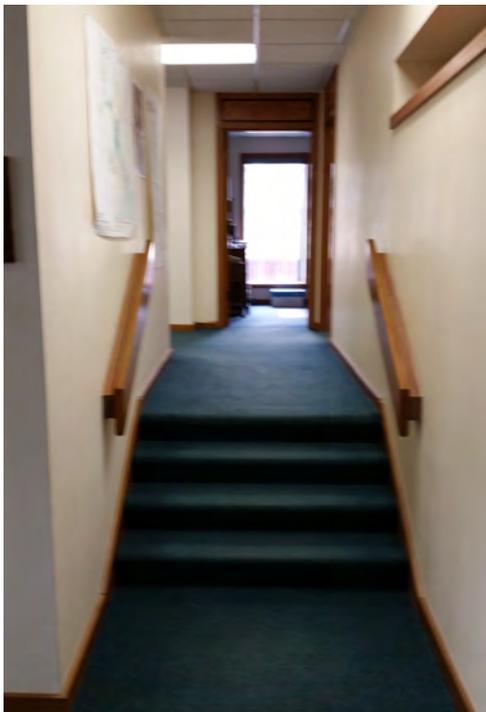
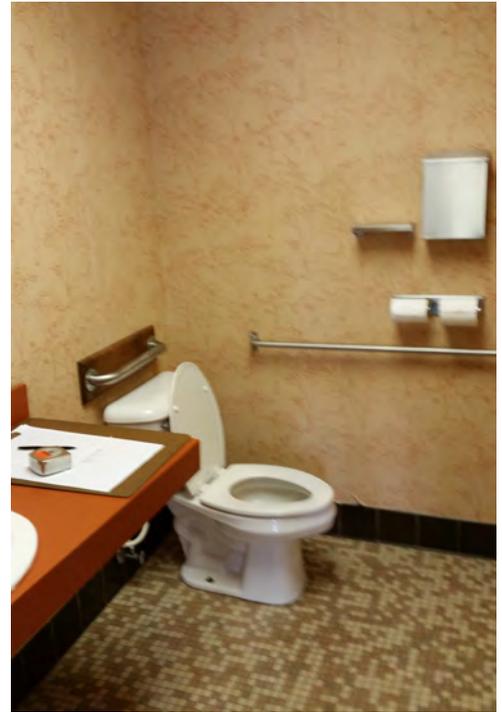


## BUILDING INVENTORY / VILLAGE HALL (CONT.)

### ADA REVIEW

The Village Hall is often used by the public, so it is important that the space be accessible. The sidewalk, entries, and vestibule have been updated and meet accessibility guidelines. Push button door operators have been provided at the entrance which, while not required, is a nice amenity.

The door hardware on all the interior doors should be converted from knobs to levers. The bathrooms are not currently accessible, requiring the proper clearances around fixtures, accessible-height toilets, grab bars, and clear space on the pull side of the doors. The doors into records are not accessible and, if only used by staff, need not be revised. The offices are on a raised section of the first floor. A lift should be provided for access to these spaces, a center handrail should be added at the wide stairs, and the handrails should be revised for graspability and to have the proper extensions. Neither the upper level nor the basement are accessible, without elevator access and without general maneuverability options.



The rear door, near parking accessible parking, has a button for assistance. The curb cut at the accessible parking

parking should be updated and a lower threshold provided at the back door.

At this time, the scope of the improvement project is unknown. With any sizeable construction project, the Village is required to spend at least 20% of construction costs on accessibility improvements.

## STRUCTURAL

**DESCRIPTION:** The Belleville Village Hall was observed to be comprised of an older portion and at least one more modern addition. The building is situated in on a corner of a village block with one building immediately adjacent to the west, and with drive lanes to the south. The site is relatively flat.

**OBSERVATIONS:** The original portion of the building is a two-story building with wood floor and roof framing, bearing walls, and stone foundation walls. The basement level has a slab-on-grade floor in fair condition with some cracking consistent with shrinkage cracking. The northeast corner of this portion has a steel column supporting a diagonal beam that shores up the original floor framing above. At the south side of this portion of the building, the construction type changed to Concrete Masonry Unit (CMU) walls, possibly an addition to the original building.

The floor framing of the main floor is 2x10 wood framing at 16-inches on center. While most of the floor framing was observed to be in fair condition, some of the joists are in need of repair or replacement. It was observed that the main floor framing appears to be functioning adequately under its current use. The original building bearing walls appear to be clay masonry, with some of the larger openings having steel support lintels and beams.

The upper floor framing is also 2x framing at 16-inches on center, though joist depth could not be verified. The upper level appears to originally have been an apartment, but is currently vacant. The upper level had significant cracking in the lath and plaster walls and ceiling. The floor structure has noticeably deflected, and some of the doors would not operate because the door slab hit the floor. The roof structure was not able to be observed.

The newer portion of the building is a one story structure with a basement. The basement sits a few steps lower than the original building. The basement walls are cast-in-place concrete walls. The walls themselves appeared in good condition, with no significant cracking observed. The floor is slab-on-grade, and appeared in good condition with some cracking. The records room has all cast-in-place concrete walls and a cast-in-place concrete lid, which acts as the floor slab for the main floor above. The remainder of the main level floor slab is 8-inch precast concrete slab. Some steel beam framing supports the slabs on either side of the records room. Although the slabs appear in good condition, there was rusting, calcification, and discoloration observed where the slabs bear at the cast-in-place walls.

## BUILDING INVENTORY / VILLAGE HALL (CONT.)

The basement of the newer portion of the building extends from the southernmost wall to approximately 40 feet from the north wall. The floor of the northern end of the newer portion is slab-on-grade.

The entire newer building uses steel joist framing and steel deck for the roof framing. Viewed from the second level of the older portion, the roof appeared to be in good condition – no obvious areas of ponding or wear were observed.

At the exterior of the building, a kind of concrete panel was used to clad the building, except for in the front where there is stone and stucco at the entry. The concrete panels appeared cracked and stained in some locations. Some staining of the panels was also observed along the gutters near the southern side of the building.

**DISCUSSION AND RECOMMENDATIONS:** While the newer portion of the building appeared in generally good condition, there were areas indicating a history of moisture infiltration that should be addressed and monitored by maintenance personnel. These locations include: along the grade line on the west face and along the roof line at the gutters on the southern portion of the east face. The main level of the newer portion would be suited to an office/meeting room use. Without original design documents, we cannot verify the design loading of the 8" concrete slabs. Library stack loading is not recommended for this area unless original design information can be found, or unless another line of support structure is installed in the basement. Library loading could be used at the slab-on-grade portion. It is not recommended that the roof have any increased loading added to it (i.e. roof patio, additional story).

The main floor of the original building may still function as an office-type use, but should be used neither as a meeting or assembly area nor as a library stack area without reinforcement.

The upper floor of the original building should have the floor framing repaired where the excessive deflections have occurred. If it is desired to use this space as anything other than a residential space, the floor framing must be reinforced. Depending on what the desired use is, this may include sistering joists to the existing or adding joists to adding support lines with columns or walls down through the main level to the basement.

**MEP EXECUTIVE SUMMARY**

The purpose of this study is to investigate and evaluate the existing plumbing, fire, mechanical, electrical and technology systems for the existing 7,313 sq.ft. of this Village Hall. The evaluation is to make general assessments of the condition of the systems, identify code related items, and establish equipment useful life and expectations. This also provides recommendation strategies on the systems for operation and service. The main goal of this evaluation of existing conditions is to facilitate development strategies and concept budgets to meet the need of the Village of Belleville. The recent upgrades of the Village Hall’s HVAC equipment installation were to improve upon the aging of the Village Hall’s infrastructure. The restrooms have also been recently remodeled.

This evaluation shows that a good portion of the Village Hall’s infrastructure in plumbing, mechanical and electrical systems are in reasonable good condition. Maintaining the existing equipment in the coming years is important with regular on-going maintenance. As noted in the report, some of the existing equipment such as the domestic water heater will eventually need to be replaced. We are estimating the following equipment cost will need to be invested due to aging equipment in the next five-seven years.

Hot Water Heater	\$3,000 - \$4,000
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The strong key strategy in moving forward is thinking of modularity and sizing requirement when the existing equipment is being replaced. When replacing existing equipment, we recommend evaluating the equipment capacity to support the Village Hall’s needs and occupancy demand. Upscaling the equipment may be a cost effective approach in support of the Village Hall’s function and operation use.

## BUILDING INVENTORY / VILLAGE HALL (CONT.)

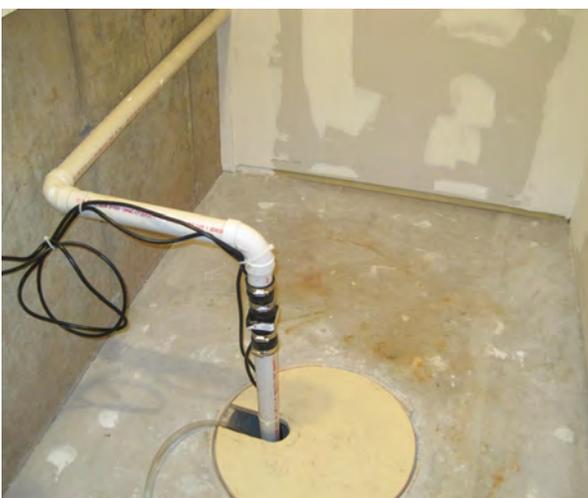
**PLUMBING SYSTEM WATER SERVICE:** The main water service entrance is a 1" size pipe and enters the North end of the Basement Level of the building. A reduced pressure backflow preventer and building water meter are located at this entry point.

**PLUMBING SYSTEM WATER HEATER:** Domestic hot water is supplied from a 30 gallon electric storage type water heater, located in the basement level mechanical room. The domestic water heater does not have an expansion tank on the cold water supply line, which is required by code. Recommend adding expansion tank for existing system.

The installed water heater appeared to be in excellent condition.



**PIPING SYSTEM DOMESTIC WATER:** Domestic water piping systems are to be copper with sweat fittings. Domestic hot water and cold water are insulated with closed-cell elastomeric insulation. The hot water system has no hot water recirculation line. These piping systems appear to be in good condition; however visual observations do not reveal potential internal issues. It is unknown if there are issues with this piping system, although the calcium deposits present at the backflow preventer could be indicative of hard water. It is recommended that a water analysis be



performed to determine water hardness and if a water softener should be considered.

**PIPING SYSTEM SANITARY:** Sanitary waste and vent piping is a mixture of PVC and cast iron, with the majority being PVC. The sanitary system should be inspected with camera to determine the condition of the interior of the piping system and to determine if any remedial action would be required.



**PIPING SYSTEM STORM:** Storm drainage is accomplished by perimeter gutters and downspouts away from the back of the building. These all appear to be in good condition. Water migration noted in the southwest corner. The source of the water is infiltration is unknown when heavy rains would occur.

Foundation wall water proofing have been done.



**PIPING SYSTEM NATURAL GAS:** Natural gas piping is steel with threaded fittings. The gas meter is located on the Southwest side of the building. There are no known issues with this system.

**PIPING SYSTEM PLUMBING FIXTURES:** Plumbing fixtures are vitreous china or stainless steel and appear to be in good condition. Accessible fixtures are available for use by the physically challenged. There restrooms have recently been remodeled in the past.

BUILDING INVENTORY / VILLAGE HALL (CONT.)



**FIRE PROTECTION SYSTEM FIRE SERVICE/SPRINKLER:** This building is not sprinklered for fire suppression system. The building does have the fire alarm and detection system which is addressed in the Electrical narrative.

**HVAC SYSTEM AIR DISTRIBUTION SYSTEM:** The air distribution system to the spaces is served with four commercial furnaces by Amana Brand which provides the cooling and heating to Village Hall as well the support spaces. There are forced air system units to temper the air. Furnace output is approximately 98 MBH @ AFUE with a 98% high efficiency condensing unit. The heating mode has full modulation.



The fan system is a constant air supply to the space. Each furnace has 12" filters. The return air is a ducted return system. Each furnace has an Aprilaire humidifier with humidity stat in the return duct system. Dirty Ducts cleaned the system in 2013. Life expectancy of furnaces is 15-20 years depending on service, maintenance and changing filters. These furnaces were installed in 2004 and will support the building's needs. Recommend annual service checkups. The existing exhaust fan should have a regular inspection, the fan belt checked, and cleanliness tested for system operation expectancy.

It is recommended the supply and return air ducts be cleaned for indoor air quality improvement measure



**HVAC SYSTEM AIR CONDITIONED DISTRIBUTION:** The air conditioning system consists of four air-cooled condensing units manufactured by Goodman that are located outdoors along the east side of building. This is a 3.5 Ton unit installed with the new furnaces with R-410 refrigerate with SEER 14. The refrigeration compressor provides the level of dual staging of the cooling to the overall HVAC systems. The cooling system appears to be in good working condition.

Life expectancy of outdoor equipment is 15-20 years depending on service and maintenance. Recommend annual service checkups. The outdoor units should be regularly inspected for cleanliness and tested

for system operation expectancy.

BUILDING INVENTORY / VILLAGE HALL (CONT.)

**ELECTRICAL SYSTEM INCOMING SERVICE:** Electrical service is provided to the Village Hall from Wisconsin Power & Light. Main service within the building is a 400 amp main distribution panel at 208 volts, three phase (refer to Main Service Board analysis below). Life expectancy of electrical equipment is 30 years. Existing boards and panels are approximately 20 years of age and should be thoroughly checked, cleaned, and tested for system operation expectancy.



**ELECTRICAL SYSTEM POWER DISTRIBUTION SYSTEM:**

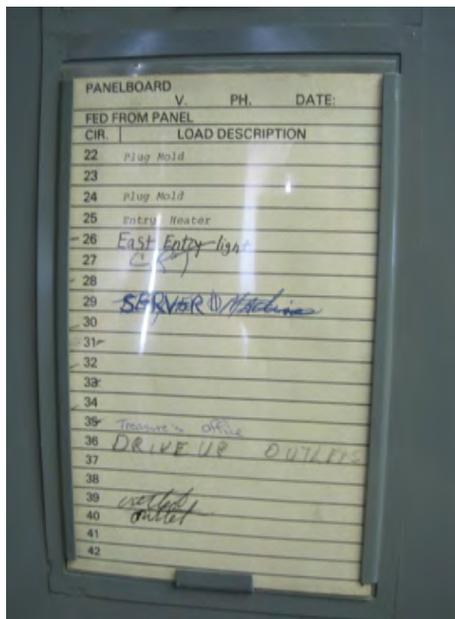
**Main Service Board**

The main electrical service board (MSB) is a Square D distribution board rated at 208 volt, with a 400 amp main disconnect. Power feed distribution is a conduit feeder to Power Panel located on the first floor, and conduit feeder to Power Panel on the ground floor. Existing power load on existing Main Service Board is approximately 400 amps. Future expansion of the Village Hall would require a new amp service into the new expansion to accommodate new power loading to new plumbing equipment, mechanical equipment, technology equipment and power devices and junction boxes.



PANELBOARD		V.	PH.	DATE:
FED FROM PANEL	CIR.	LOAD DESCRIPTION		
1		Basement Lights		
2		Heat Basement Lights		
3		Upstairs - Back Hallway		
4				
5				
6				
7		Telephone Circuit		
8		East Exit light		
9		Back Basement		
10		Exit Lights		
11		Time Clocks		
12				
13		Heat Pump - Furnace		
14		Heat Pump - Furnace		
15				
16		110 Volt Outlet		
17		Heat Pump - Furnace		
18		Heat Pump - Furnace		
19				
20		26 Furn # 2		
21				

PANELBOARD		V.	PH.	DATE:
FED FROM PANEL	CIR.	LOAD DESCRIPTION		
27	28	Main for exterior		
29	23	Heater		
31	24	Heater		
21	25	Heat Pump #2		
25	26	Heat Pump #1		
27	27	Furnace		
28	28	Heat Pump		
29	29	Heat Pump		
22	30	Furnace		
24	31	Heat Pump		
26	32	Furnace		
27	33	Furnace		
30		BASEBOARD HEATER - E		
32		BASEBOARD HEATER - W		
36				
37		NORTH - EAST #3 BASEMT		
38				
39		NORTH - WEST #3 BASEMT		
40				
41		WEST KIT #3		
42		EAST KIT #3		



**ELECTRICAL SYSTEM POWER**

**DISTRIBUTION SYSTEM:** Power Panels

The basement and ground floor power panels, Square D panelboard, is rated at 208 volt, 100 amp. All power to receptacle devices, and miscellaneous power junction boxes on the ground floor are fed from this power panel. HVAC loads are served by basement floor power panel. All breaker positions within the panel are in

the "on" position, indicating that spare capacity does not exist within. Expansion to the ground floor of existing Village Hall would require a new single section 225 amp power panel.

Spare breaker positions within the panel may be utilized for future expansion. The Power panel will have to be metered for verification of existing loading to panel from existing power devices and equipment prior to utilization of spare breakers. A new 100 amp single section power panel power panel may have to be installed for a larger

expansion of the existing Village Hall.



**ELECTRICAL SYSTEM LIGHTING SYSTEM:**

Exterior lighting systems consist of building façade accent lighting at 120volts. Lamping within fixtures is unknown. Lighting control of exterior lighting is on time clock "on" at dusk, "off" at pre-set time. The lighting contactor for exterior lighting is located in the basement floor electrical/mechanical service room. Exterior lighting appears to be adequate (uniformly lit for existing general conditions). Additional fixtures that match the existing may be obtained and installed to existing power and controls to retain the current lighting levels and schemes.

## BUILDING INVENTORY / VILLAGE HALL (CONT.)

Interior lighting systems consist of fluorescent general lighting, metal halide accent and decorative lighting, halogen emergency pack lighting for power failures and exit signs. There is a mixture of wattages and types for fluorescent lamps, T8. New fluorescent lighting, accent and decorative lighting, halogen emergency pack and LED exit sign fixtures will be procured for upgrade or expansion. Power and controls for new lighting fixtures will be obtained from new keyed switches and existing breakers or new power panel breakers.





**ELECTRICAL SYSTEM WIRING DEVICES:** Exterior wiring devices are powered from a ground floor power panel and consist of ground fault circuit interrupting duplex receptacles for maintenance and general use with “in use” covers.



Interior wiring devices are powered from the basement floor and ground floor power panel at each floor. Devices in these areas are duplex receptacles, quadraplex receptacles, ground fault circuit interrupting duplex receptacles in “wet location” areas, and keyed switches for lighting control. No floor receptacles were found in the Village Hall space. Faceplates for devices are ivory thermo-plastic. New wall mounted wiring devices for future expansions will be ivory in color, duplex and quadraplex receptacle devices that match existing. Device plates will be thermo-plastic and match new device color. Devices in new maintenance or mechanical areas will be surface mounted with oversized steel faceplates.



**ELECTRICAL SYSTEM FIRE ALARM SYSTEM:**

It's our understanding the building doesn't have a central fire alarm system for monitoring and reporting.

The Village Hall may wish to consider providing a fire alarm system at a few important storage locations, lower level, and other strategic locations. There are fire extinguishers and non-system smoke detector devices in the building at key areas.

## BUILDING INVENTORY / VILLAGE HALL (CONT.)



### **INFORMATION TECHNOLOGY SYSTEM:**

Technology head end equipment switches, hubs, server, firewalls and miscellaneous equipment (i.e. wireless routers) are located in the ground floor maintenance area. These devices are not in a dedicated Information Technology room. It is recommended that the Village Hall locate these items in a new, dedicated telecommunications room (TR) that is temperature controlled, secured and monitored.



Telecommunications and data devices serving the basement floor and ground floor areas are wall mounted devices with thermo-plastic faceplates. Data cabling is Category 5 or 6e. Expansion to existing Village Hall would require an expansion to the head-end equipment including but not limited to new data rack, switches, hubs, wireless access points, cabling and patch panels, and expansion to server storage space. It is recommended to have vertical and horizontal cable management devices included within the racking system. The rack should be bolted to the floor and cable runway added at top and attached to nearest wall for stability. This upgrade or expansion should include added power and cooling.

New cabling should be upgraded to the current Category 5 or 6 standard to maintain cable reliability data throughput and future-proof the infrastructure to assure it will support future technologies. The new TR must be located within 250 feet of the farthest data jack in order to maintain the required 295 foot total Ethernet distance limitation.

**INFORMATION TECHNOLOGY SYSTEM: SECURITY - ACCESS CONTROL DEVICES**

We are not aware if there are security access control devices for security at the front Village Hall entry or rear entrance doors for the building.

The Village Hall may wish to consider in providing security access points at a few important locations including main entry (inside), and other strategic locations.

**INFORMATION TECHNOLOGY SYSTEM: SECURITY – CLOSED CIRCUIT TELEVISION (CCTV)**

We are not aware if there are any security cameras for security at the basement level, front Village Hall entrance, or front of building for observation. These would be monitored and recorded at the technology rack system.

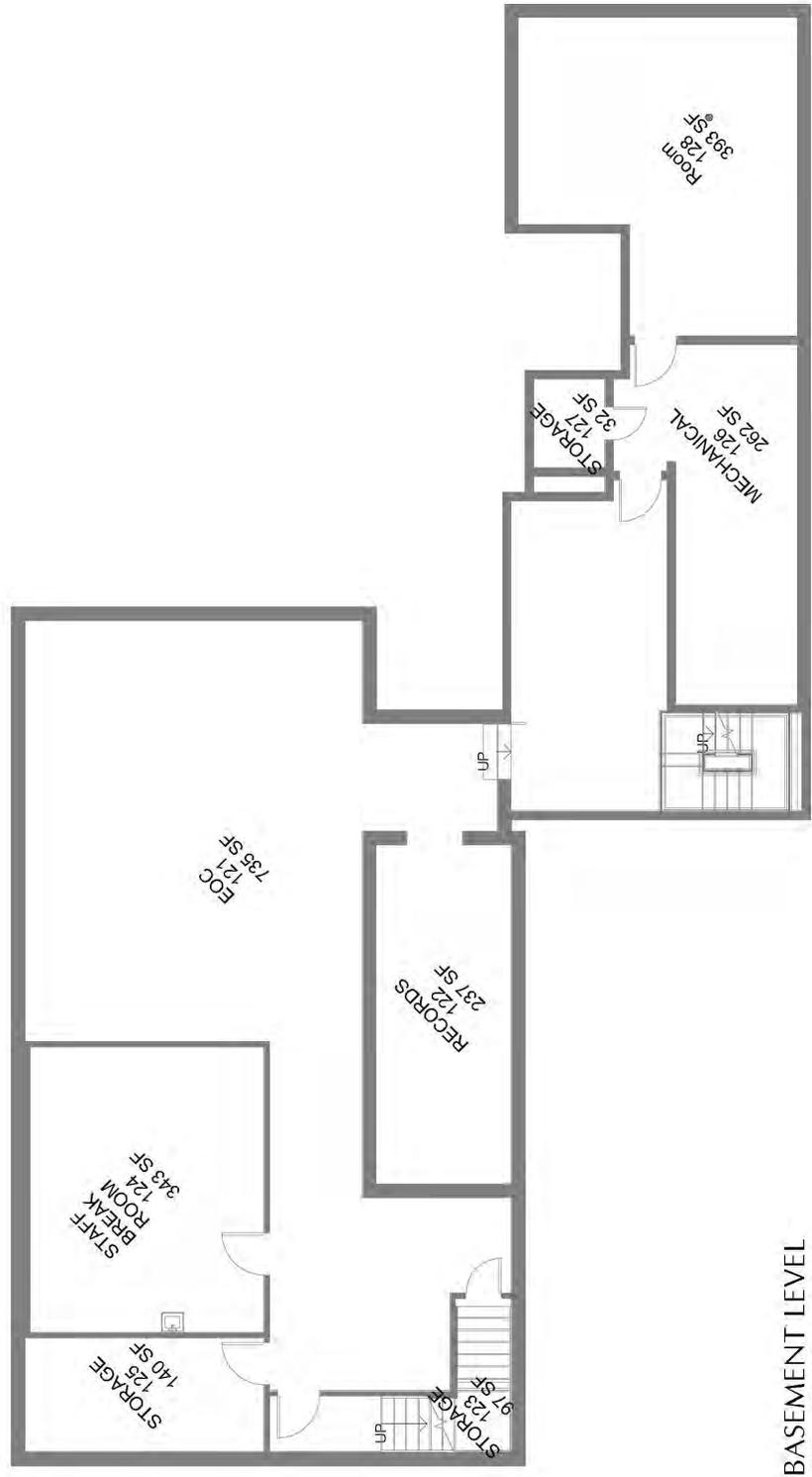
The Village Hall may wish to consider a strategy that provides security cameras at a few important locations including main entry (inside), and other strategic locations.

**INFORMATION TECHNOLOGY SYSTEM: PUBLIC ADDRESS/PAGING SYSTEM**

It's our understanding that there is not a public address system for the Village Hall. A paging system would consist of an amplifier, pre-amp, and one selector switch located at each floor and speakers throughout the ground floor and first floor ceiling system. Any upgrade or expansion to the facility would likely require added paging system with speakers and equipment to support the need.

**ADDITIONAL TECHNOLOGIES FOR CONSIDERATION:**

The Village Hall may wish to consider the addition of a door intercom/doorbell for use by delivery services and after-hours entry. The Village Hall may also wish to consider the addition of strategically placed digital signage monitors. Digital signage can update the look and appearance of any space and can be used for marketing, community announcements and bulletin board, and emergency notifications. When required, the monitor's use can be altered to display educational or entertainment content.



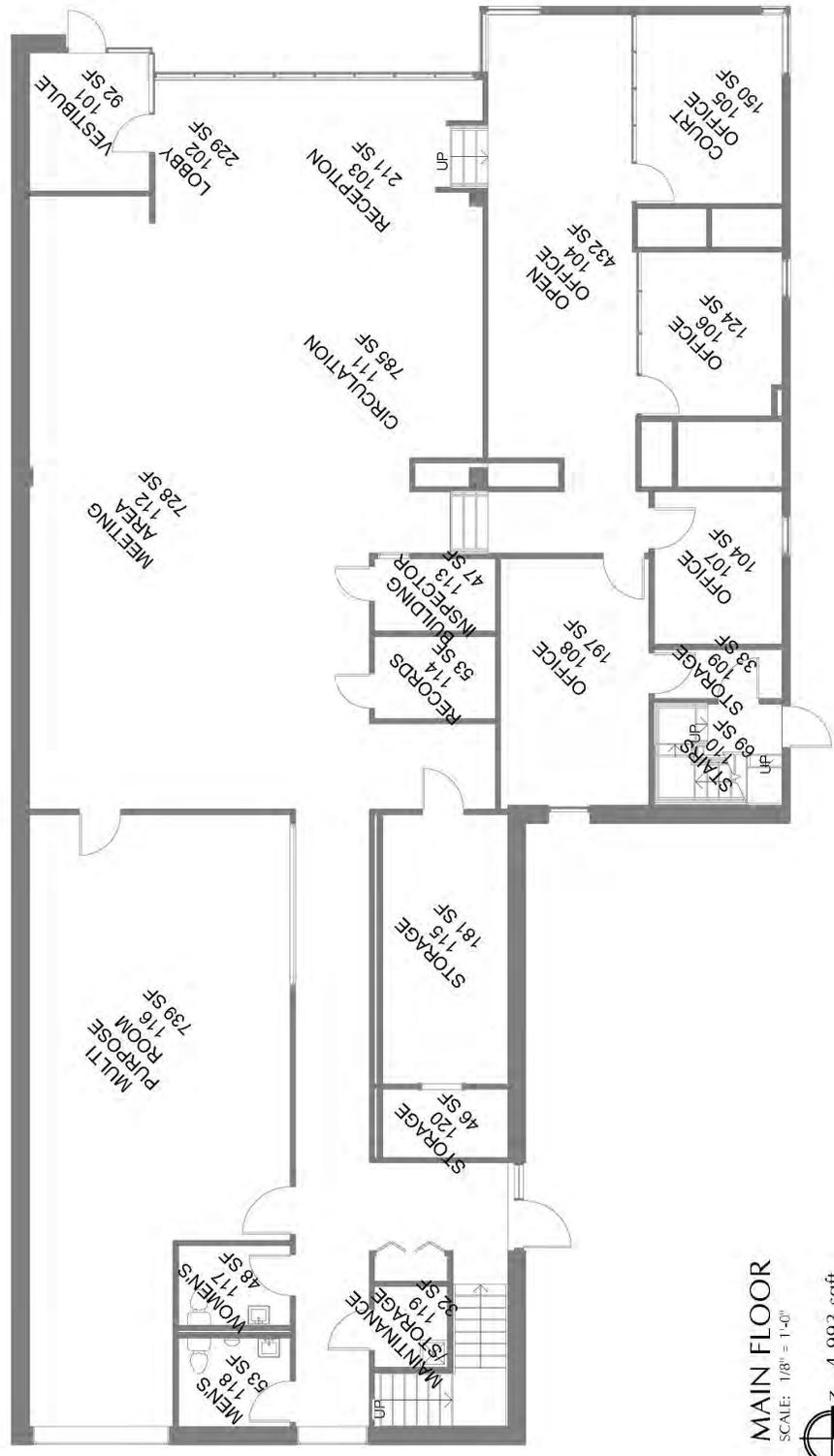
**1** BASEMENT LEVEL  
 SCALE: 1/8" = 1'-0"



z 3,372 sqft



FLOOR PLANS



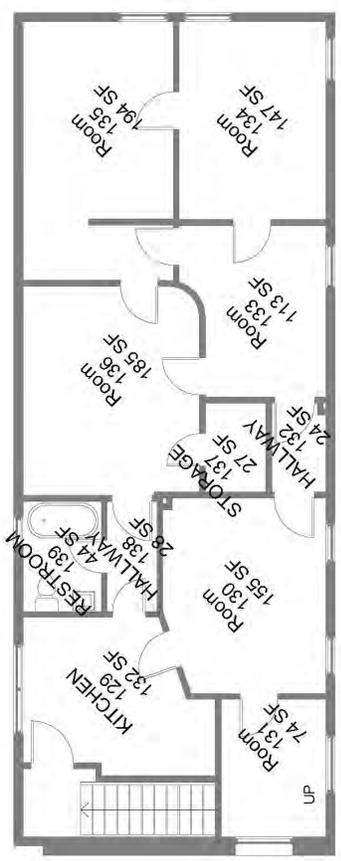
**1 MAIN FLOOR**  
 SCALE: 1/8" = 1'-0"



z 4,993 sqft



FLOOR PLANS



**1** SECOND FLOOR

SCALE: 1/8" = 1'-0"



z 1,363 sqft

# BUILDING INVENTORY / LIBRARY

## BUILDING INFORMATION

The library, pictured, was built in 1978. Since its construction, significant updates have been made to the building in order to maintain this community resource. A new roof was added in 1994 and 2006, new flooring was installed in 2003, new doors and gutters were added in 2004, major elevator repairs were made in 2012, new ADA bathrooms were created in 2012, the exterior was painted in 2014, and a new HVAC system was provided in 2015. The library is



noncombustible construction of a single story building with basement constructed of brick, concrete block, and siding with a shingle roof. The library currently shares space with the Sugar River Senior Center, which is in the process of relocation. The overall library building is 6,412sf and the overall site is 18,774sf (0.431 acres) with 10 parking spaces, one of which is accessible.



## ASSESSMENT

The library building itself is in good repair. There were no major exterior or interior items that required immediate attention. If assembly space is added to the library, the number of bathroom fixtures may be inadequate.

## ADA REVIEW

The Library is used by the public, so it is important that the space be accessible. The sidewalk and entry meet accessibility guidelines. Push button door operators have been provided at the entrance which, while not required, is a nice amenity. Proper maneuvering clearance should be provided at the exterior book drop.

The bathrooms have been renovated and are accessible. An elevator is also available. Some existing doors on the main and lower levels should be updated with lever hardware. Furniture layouts should be altered to provide proper door clearances.



### ADA REVIEW CONTINUED

At the exterior doors from the stairwells, the east stair should have a sidewalk that leads occupants away from the building. A guardrail and handrail should be provided at the existing ramp on the south side of the building.

### STRUCTURAL

**DESCRIPTION:** The existing library building is a one-story building with basement sitting on a relatively flat site.

**OBSERVATIONS:** The basement floor is a slab-on-grade, which appeared in fair-to-good condition. Although generally good condition in the areas that were able to be observed, some cracking was observed, primarily at door openings. Exterior foundation walls were cast-in-place concrete, and were observed to be in good condition. Interior CMU basement walls were observed to be in good condition.

The first floor structure is 8-inch concrete precast slab spanning in the east-west direction. These planks appeared to be in good condition. A small amount of steel framing also supported these floor planks.

Exterior bearing walls supported wood roof truss framing, spaced at approximately 24" on center with plywood roof sheathing. There is one area near the circulation desk where the hard ceiling has developed cracks. Also, though not observed, it was reported that some suspected water infiltration had occurred in the northwest corner.

At the exterior, the brick veneer was observed to be in generally good condition, with some hairline cracking at approximately 1/3-points along the east wall. Some hairline cracks were visible along the foundation wall from the exterior. Some cracking and spalling of the foundation wall was observed near the corners of the building.

**DISCUSSION AND RECOMMENDATIONS:** This building is generally in good condition. The masonry wall and foundation wall cracking observed from the exterior is consistent with typical expansion/shrinkage cracking. Modern detailing would have called for control joints in the masonry walls to prevent this cracking. These areas should be monitored by maintenance personnel and tuck-pointed as required. Degradation and spalling at the building corners appears to correlate with downspout locations and could be due to effects of water scour or freezing. These areas should be monitored and repaired as required. The report of water infiltration at the northwest corner should be investigated by maintenance personnel and possibly with a roofer to close any potential leak locations.

**MEP EXECUTIVE SUMMARY**

The purpose of this study is to investigate and evaluate the existing plumbing, fire, mechanical, electrical and technology systems for the existing 6,100 sq.ft. of this library facility. The evaluation is to make general assessments of the condition of the systems, identify code related items, and establish equipment useful life and expectations. This also provides recommendation strategies on the systems for operation and service. The main goal of this evaluation of existing conditions is to facilitate development strategies and concept budgets to meet the need of the Village of Belleville. The recent upgrades of the Library's HVAC equipment and fire alarm system installation was to improve upon the aging of the Library's infrastructure. The restrooms have also been recently remodeled. This evaluation shows that a good portion of the Library's infrastructure in plumbing, mechanical and electrical systems are in reasonably good condition. Maintaining the existing equipment in the coming years is important with regular on-going maintenance. As noted in the report, some of the existing equipment such as the domestic water heater will eventually need to be replaced. We are estimating the following equipment cost will need to be invested to due aging equipment in the next five-seven years.

Hot Water Heater	\$3,000 - \$4,000
Security Cameras	\$2,500 - \$4,000
Paging System	\$8,000 - \$10,000

The strong key strategy in moving forward is thinking of modularity and sizing requirement when the existing equipment is being replaced. When replacing existing equipment, we recommend evaluating the equipment capacity to support the Library's needs and occupancy demand. Upscaling the equipment may be a cost effective approach in support of the Library's function and operation use.

## BUILDING INVENTORY / LIBRARY (CONT.)

**PLUMBING SYSTEM WATER SERVICE:** The main water service entrance is a 1" size and enters the North end of the Basement Level of the building. A reduced pressure backflow preventer; and the building water meter is located at this entry point.



**PLUMBING SYSTEM WATER HEATER:** Domestic hot water is supplied from a 40 gallon, electric storage type water heater, located in the basement level mechanical room. The domestic water heater does not have an expansion tank on the cold water supply line which is required by code. Recommend adding expansion tank for existing system.

The installed water heater appeared to be in excellent condition.



**PLUMBING SYSTEM DOMESTIC WATER:** Domestic water piping systems are to be copper with sweat fittings. Domestic hot water and cold water are insulated with closed-cell elastomeric insulation. The hot water system has no hot water recirculation line. These piping systems appear to be in good condition; however visual observations do not reveal potential internal issues. It is unknown if there are issues with this piping system, although the calcium deposits present at the backflow preventer could be indicative of hard water. It is recommended that a water analysis be performed to determine water hardness and if a water softener should be considered.

**PLUMBING SYSTEM SANITARY:** Sanitary waste and vent piping is a mixture of PVC and cast iron, with the majority being PVC. The sanitary system should be inspected with camera to determine the condition of the interior of the piping system and to determine if any remedial action would be required.



**PLUMBING SYSTEM STORM:** Storm drainage is accomplished by perimeter gutters and downspouts away from the building. These all appear to be in good condition.

**PLUMBING SYSTEM NATURAL GAS:** Natural gas piping is steel with threaded fittings. The gas meter is located on the North side of the building. There are no known issues with this system.

**PLUMBING SYSTEM PLUMBING FIXTURES:** Plumbing fixtures are vitreous china or stainless steel and appear to be in good condition. Accessible fixtures are available for use by the physically challenged. There restrooms have recently been remodeled. There are an electronic faucets. Flush valve heights in the accessible stalls appear to be in excess of ADA maximum height.

**FIRE PROTECTION SYSTEM FIRE SERVICE/SPRINKLER:** This building is not sprinklered for fire suppression system. The building does have the fire alarm and detection system which is address in the Electrical narrative.

BUILDING INVENTORY / LIBRARY (CONT.)





**HVAC SYSTEM AIR DISTRIBUTION SYSTEM:** The air distribution system to the spaces is served with three commercial furnaces by Comfortmaker which provide the cooling and heating to library as well as the support spaces. These are forced air unit systems to temper the air. Furnace output is approximately 98 MBH @ with an AFUE 98% high efficiency condensing unit. The heating mode has full modulation. The fan system is a constant supply air to the space. Each furnace has 4" filters. The return air is a ducted return system. Life expectancy of furnaces is 15-20 years depending on service, maintenance and changing filters. These furnaces were installed 2015 and will support the building's needs. Recommend annual service checkups. The existing exhaust fan should be regularly inspected, fan belt checked, cleanliness and tested for system operation expectancy. It is recommended the supply and return air ducts be cleaned for indoor air quality improvement measure.

**HVAC SYSTEM AIR CONDITIONED DISTRIBUTION:** The air conditioning system consists of three air-cooled condensing units manufactured by Comfortmaker that are located outdoors along the east side of building. This is a 3 Ton unit installed with the new furnaces with R-410 refrigerate with SEER 18. The refrigeration compressor provides the level of dual staging of the cooling to the overall HVAC systems. The cooling system appears to be good working condition. Two-stage cooling has a compressor with two levels of operation: high for hot summer days and low for milder days. Since the low setting is adequate to meet cooling demands 80% of the time, a two-stage unit runs for longer periods and produces more even temperatures. Longer cooling cycles also translate to quieter, more efficient operation and enhanced humidity control. A two-stage air conditioner can remove twice as much moisture from the air system.

## BUILDING INVENTORY / LIBRARY (CONT.)



Life expectancy of outdoor equipment is 15-20 years depending on service and maintenance. Recommend annual service checkups. The outdoor units should be regularly inspected for cleanliness and tested for system operation expectancy.

**ELECTRICAL SYSTEM INCOMING SERVICE:** Electrical service is provided to the Library from Wisconsin Power & Light. Main service within the building is a 400 amp main distribution panel at 208 volts, three phase (refer to Main Service Board analysis below). Life expectancy of electrical equipment is 30 years. Existing boards and panels are approximately 20 years of age and should be thoroughly checked, cleaned and tested for system operation expectancy.

### **ELECTRICAL SYSTEM POWER DISTRIBUTION EQUIPMENT: MAIN SERVICE BOARD**

The main electrical service board (MSB) is a Square D distribution board rated at 208 volt, with a 400 amp main disconnect. Power feed distribution is a conduit feeder to Power Panel located on the first floor and conduit feeder to Power Panel on the ground floor. Existing power load on existing Main Service Board is approximately 400 amps. Future expansion of the library would require a larger electrical service into the new expansion to accommodate new power loading to new plumbing equipment, mechanical equipment, technology equipment and power devices and junction boxes.

**ELECTRICAL SYSTEM POWER DISTRIBUTION EQUIPMENT: POWER PANELS**



The ground floor power panel, Square D panelboard, is rated at 208 volt, 100 amp. All power to receptacle devices, and miscellaneous power junction boxes on the ground floor are fed from this power panel. HVAC loads are served by basement floor power panel. All breaker positions within the panel are in the "on" position, indicating that spare capacity does not exist within the panel. Expansion to the ground floor of existing library would require a new single-section 225 amp power panel.

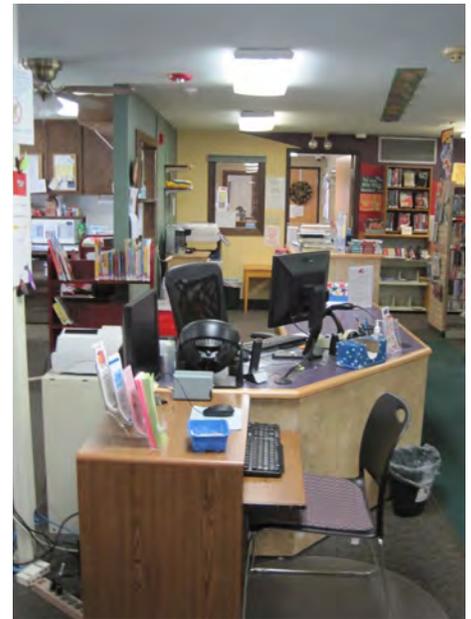
The power panel will have to be metered for verification of existing loading to panel from existing power devices and equipment prior to utilization of spare breakers. A new 100 amp single section power panel power panel may have to be installed for a larger expansion of the existing Library.

PANELBOARD	V.	PH.	DATE:
FED FROM PANEL			
CIR.	LOAD DESCRIPTION		
1	Office lights	EAST outlets	
2	Plugs	East outlets	
3	Printer lights	Library lights	
4	Wallpaper office desk	" "	
5	Boiler Water	" "	
6	Bathy Water	" "	
7	North outlet	outside Plug	
8	outlets	office outlets	
9	outlets	office outlets	
10	Copier	Office lights	
11	Catv	CATV	
12		West office fan	
13		Central fan	
14		South office fan	
15			
16			
17			
18			
19			
20			
21			

**LIGHTING SYSTEM:** Exterior lighting systems consist of building façade accent lighting at 120volts. Lamping within fixtures is unknown. Lighting control of exterior lighting is on time clock "on" at dusk, "off" at pre-set time. The lighting contactor for exterior lighting is located in the basement floor electrical/mechanical service room. Exterior lighting appears to be adequate (uniformly lit for existing conditions). Additional fixtures that match the existing may be obtained and installed to existing power and controls to retain the current lighting levels and schemes.

BUILDING INVENTORY / LIBRARY (CONT.)





**LIGHTING SYSTEM:** Interior lighting systems consist of fluorescent general lighting, metal halide accent and decorative lighting, halogen emergency pack lighting for power failures and LED exit signs. There is a mixture of wattages and types for fluorescent lamps, T8. New fluorescent lighting, accent and decorative lighting, halogen emergency pack and LED exit sign fixtures will be procured for upgrade or expansion. Power and controls for new lighting fixtures will be obtained from new keyed switches and existing breakers

or new power panel breakers.

**WIRING DEVICES:** Exterior wiring devices are powered from a ground floor power panel and consist of ground fault circuit interrupting duplex receptacles for maintenance and general use with "in use" covers.

Interior wiring devices are powered from the basement floor and ground floor power panel at each floor. Devices in these areas are duplex receptacles, quadraplex receptacles, ground fault circuit interrupting duplex receptacles in "wet location" areas, and keyed switches for lighting control. No floor receptacles were found in the Library space. Faceplates for devices are ivory thermo-plastic.

## BUILDING INVENTORY / LIBRARY (CONT.)



New wall mounted wiring devices for future expansions will be ivory in color, duplex, and quadplex receptacle devices that match existing. Device plates will be thermo-plastic and match new device color. Devices in new maintenance or mechanical areas will be surface mounted with oversized steel faceplates.

**FIRE ALARM SYSTEM:** Building has recently installed a fire alarm system which has pull stations, notification devices and smoke detection devices. Fire alarm panel is located in the main electrical room with a remote annunciator panel in the lobby area. The circulation spaces, storage areas, and mechanical spaces have smoke detection. There are fire pull stations at egress path areas. The fire alarm has visual notification and audible for emergency exiting. There are also fire extinguishers in the building.



## BUILDING INVENTORY / LIBRARY (CONT.)

**INFORMATION TECHNOLOGY SYSTEM:** Technology head end equipment switches, hubs, server, firewalls and miscellaneous equipment (i.e. wireless routers) are located in the ground floor maintenance area. These devices are not in a dedicated Information Technology room. It is recommended that the Library locate these items in a new, dedicated telecommunications room (TR) that is temperature controlled, secured and monitored.

Telecommunications and data devices serving the basement floor and ground floor areas are wall mounted devices with thermo-plastic faceplates. Data cabling is Category 6e. Expansion to existing Library would require an expansion to the head-end equipment including but not limited to new data rack, switches, hubs, wireless access points, cabling and patch panels, and expansion to server storage space. It is recommended to have vertical and horizontal cable management devices included within the racking system. The rack should be bolted to the floor and cable runway added at top and attached to nearest wall for stability. This upgrade or expansion should include added power and cooling. New cabling should be upgraded to the current Category 6 standard to maintain cable reliability, data throughput, and future-proof the infrastructure to assure it will support future technologies. The new TR must be located within 250 feet of the farthest data jack in order to maintain the required 295 foot total Ethernet distance limitation.

**SECURITY - ACCESS CONTROL DEVICES:** Existing access control devices consist of door alarms connected to monitor console at the Librarian Desk, controlled by keyed operation. Power at console is 120 volts fed from the first floor power panel. A new access control and CCTV system (see below) or an extension of the existing access control and CCTV system at entry/exit points to and from the building due to expansion will be required. Power for new access control and CCTV head-end equipment would derive from spare capacity in power panel or from a new first floor power panel. It is recommended that all security equipment be located in the TR with the other network equipment. This will secure the equipment and simplify system integration.



**SECURITY – CLOSED CIRCUIT TELEVISION (CCTV):** There are several cameras for security at basement level, front library entry, and front of building for observation, and are monitored and recorded at the technology rack system.

The library may wish to consider a current trend of other libraries that are providing security cameras at a few additional locations including main entry (inside), check out counter, book drop and other strategic locations.

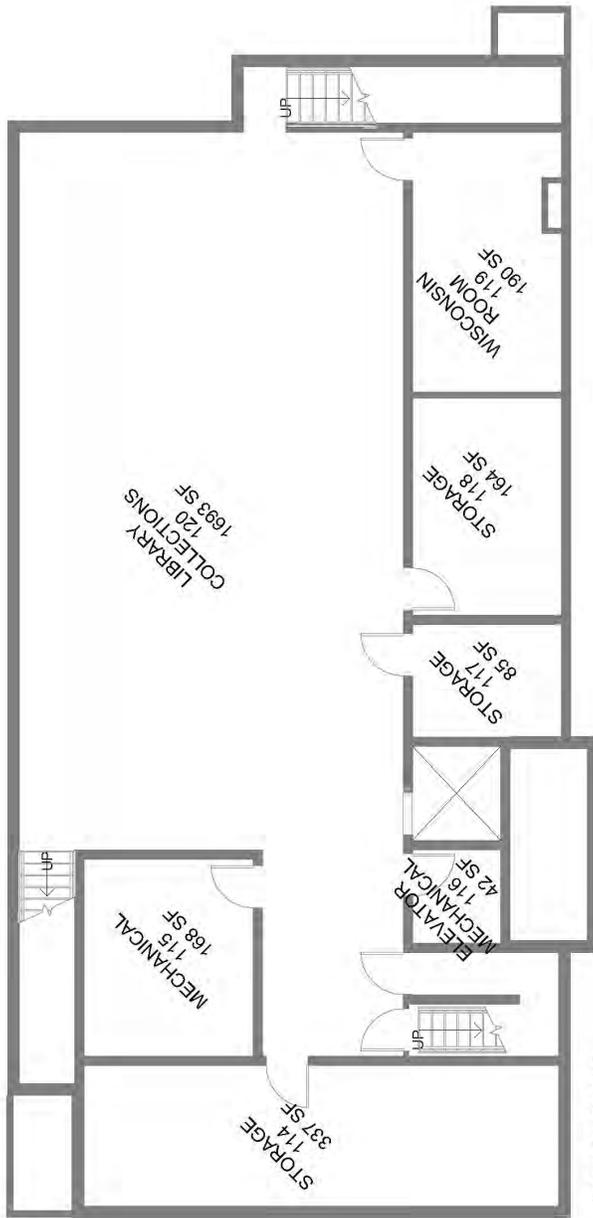
#### **PUBLIC ADDRESS/PAGING SYSTEM**

It's our understanding that there is not a public address system for the Library. A paging system would consist of an amplifier and pre-amp one selector switch located at each floor and speakers throughout the ground floor and first floor ceiling system. Any upgrade or expansion to the facility would likely require added paging system with speakers and equipment to support the need.



#### **ADDITIONAL TECHNOLOGIES FOR CONSIDERATION**

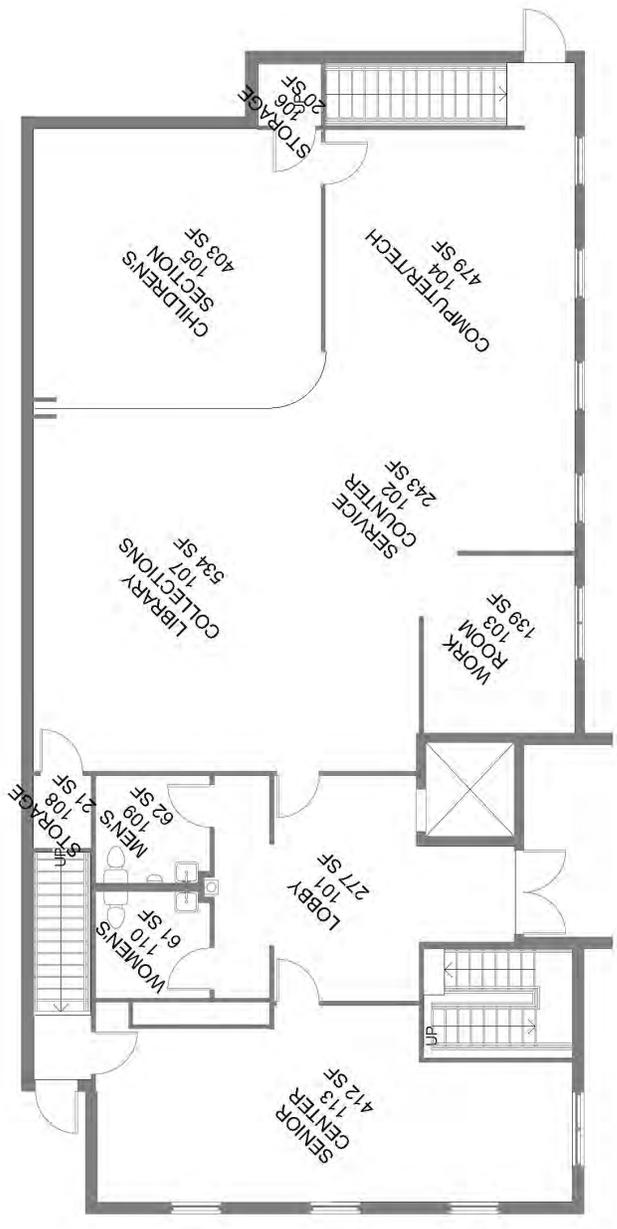
The library may wish to consider the addition of a back door intercom/doorbell for use by delivery services and after-hours entry. The library may also wish to consider the addition of strategically placed digital signage monitors. Digital signage can update the look and appearance of any space and can be used for marketing, new book releases, community announcements and bulletin board, emergency notifications, and programming such as CNN news. When required, the monitor's use can be altered to display educational or entertainment content.



**1 BASEMENT**  
 SCALE: 1/8" = 1'-0"



3,281 sqft



**1 MAIN FLOOR**  
 SCALE: 1/8" = 1'-0"  
 3,131 sqft





## BUILDING INVENTORY / POLICE



### BUILDING INFORMATION

The police station, pictured, is a historic building that has had some improvements in the recent past including a new roof in 1992, a upper level remodel and furnace replacement in 2007, a front entry ADA remodel in 2012, and a general remodel including windows, finishes, and electrical work in 2013. The building is three stories of noncombustible construction, including a lower level, constructed of masonry walls with a low-slope roof and concrete structure. The

existing overall building area is 3,522sf. The site is 7,100sf (0.163 acres) with 10 parking spaces, none of which are labeled accessible.

### ASSESSMENT

The exterior of the building is in need of immediate improvements. Water infiltration is an issue on the west face of the building due to failing mortar. Tuck-pointing is needed along this façade. Glass block infill in former window openings on the north side of the building is in need of repair due to failing steel lintels. The interior of the building has been updated where the public has access. The remaining staff-accessed spaces are undersized and cramped. Circulation through the building is an issue and significant investment to reconfigure the space would be needed.

### ADA REVIEW

The publicly accessed portions of the building including the front entry, the lobby, and the interview rooms meet accessibility requirements. Push button door operators have been provided at the entrance which, while not required, is a nice amenity.

Wider door widths, lever hardware, and maneuvering space have been provided in these areas only. Significant modifications to the stairs, corridor widths, door sizes, and hardware would be necessary in all other spaces to make the building accessible in addition to providing an elevator.



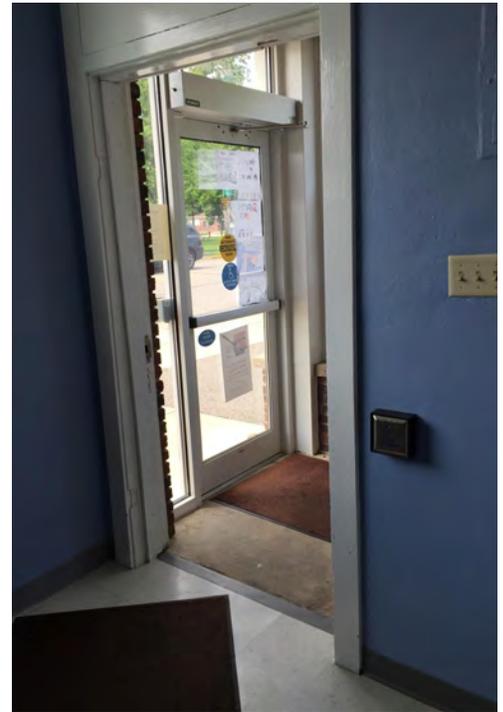
## ADA REVIEW CONTINUED

Completely new accessible bathrooms would need to be provided. Accessible parking spaces should also be marked.

At this time, the scope of the improvement project is unknown. With any sizeable construction project, the Village is required to spend at least 20% of construction costs on accessibility improvements.

## STRUCTURAL

**DESCRIPTION:** The police station is a two story building with a drive-out basement garage. The grade is at the first floor level on the south side of the building, sloping down slightly along the west face. On the north face, the grade slopes down to a drive-out garage door. The building is immediately adjacent to the fire station to the east.



**OBSERVATIONS:** The basement had a slab-on-grade floor, cast-in-place concrete perimeter walls, and cast-in-place columns. There were also clay tile interior walls at the stair case and at the storage rooms. Some evidence of water infiltration was observed. The northwest storage room had wall discolorations and possible areas of mold growth. It was also reported that prior to exterior flatwork being installed, water infiltration would occur along the south basement wall. Some slight wall cracking was observed around the perimeter, possibly allowing this infiltration. At the garage door, the jambs and head showed exposed reinforcement.

The first floor structure was observed to be a 6 ½-inch thick cast-in-place concrete slab. Some areas of concrete spalling were observed, exposing the slab reinforcement. One such area in the northwest storage area had been painted over, while other areas near the foot of the stairs appeared to have developed more recently.

Second floor framing was not directly observed because the framing was covered, but appeared to be two large steel or wood beams spanning east-west at approximately 1/3-point, with wood framing spanning north-south between the walls and the beams. On the north side, two windows currently filled with glass block showed cracking at the window jambs. The westernmost of these window openings had a diagonal crack at the west jamb up to the floor above.

Roof framing was observed to be similar to second floor framing. Roof beams spanned east-west with 2x10 joists at 16-inch on center spanning between them. Water stains were observed in the ceiling tile of the second floor in several locations, mostly towards the south half of the building. In the building entry, the sill stone under the storefront glass was observed to be cracked. The floor slab in this area had some cracking too. This corresponds with the spalling and exposed reinforcement in the slab below.

From the exterior, it was observed that a large portion of the front of the building had been infilled with newer brick. At the southwest corner, near the current building entrance, the brick was observed to be severely degraded and becoming dislodged in places. The sill stone cracks that were observed from the interior were observed from the exterior as well. The mortar on the west face of the building was severely degraded, and it was reported that water infiltration frequently occurs through the joists and cracks on this face. In addition to cracks in the masonry, several medium-sized cracks were observed in the foundation wall. At the north face, while the mortar was not observed to be as degraded, lintels above two of the glass block windows were observed to be severely degraded. At the garage door opening, ends of the thin reinforcement where the door was cut were observed. Also, the foundation wall appears to have been earth-formed below a certain elevation, possibly ending at the floor slab elevation. Concrete slabs act as retaining walls at each side of the driveway. While generally in-tact, these walls were observed to be significantly degraded, and slightly separated from the building.

**DISCUSSION AND RECOMMENDATIONS:** For the continued use of the building, the issue of the degraded lintels should be addressed in short order, either with a full repair or with temporary supports. The lintels will continue to degrade, and when they fail, they may give very little warning and may drop bricks to the driveway and walkway below. Additionally, all locations of water infiltration into the building should be addressed, especially at the west face and at the building entry. Water infiltration into the concrete portions of the building will continue to degrade reinforcement, causing it to corrode and de-bond from the slabs/beams/walls, rendering it ineffective. The expansive nature of corroding steel will also put additional stress into the concrete, promoting additional cracking and spalling. Water infiltration into the wood-framed portions of the building is equally detrimental. Wood framing members and connections that are consistently exposed to moisture lose a significant portion of their strength. Mold and other biological factors can degrade wood framing as well. While the roof leaks are being addressed, roof framing members should be inspected and repaired or replaced as required.

## BUILDING INVENTORY / POLICE (CONT.)

The exposed reinforcement at the first floor slab as well as at the garage door opening should be coated and sealed to discourage additional moisture infiltration. Additionally, if the building is going to be used for any further significant amount of time, test holes should be dug adjacent to the garage door jambs to verify that the foundation walls extend down to frost level. If they do not, it is recommended that either the walls be extended down to that depth, or that the garage door be infilled and backfilled so that adequate frost protection is achieved.

It should be noted that even after these items are addressed, it is uncertain how much longer this building will be able to adequately perform, given its age and varied deficiencies.

### MEP EXECUTIVE SUMMARY

The purpose of this study is to investigate and evaluate the existing plumbing, fire, mechanical, electrical and technology systems for the existing 3,183 sq.ft. of this Police Station facility. The evaluation is to make general assessments of the condition of the systems, identify code related items, and establish equipment useful life and expectations. This also provides recommendation strategies on the systems for operation and service. The main goal of this evaluation of existing conditions is to facilitate development strategies and concept budgets to meet the need of the Village of Belleville.

This evaluation shows that a good portion of the Police Station's infrastructure in plumbing, mechanical and electrical systems are still in reasonably good condition. Maintaining the existing equipment in the coming years is important with regular on-going maintenance. As noted in the report, some of the existing equipment such as the domestic water heater will eventually need to be replaced. We are estimating the following equipment cost will need to be invested due to aging equipment in the next five-seven years.

Hot Water Heater- Replacement	\$3,000 - \$4,000
Exhaust fan(s) - Replacement	\$2,000 - \$3,000
Heating in Lower Level	\$6,000 - \$7,000
Security Camera(s)	\$8,000 - \$10,000
Telecommunication Room	\$10,000 - \$12,000

The strong key strategy in moving forward is thinking of modularity and sizing requirement when the existing equipment is being replaced. When replacing existing equipment, we recommend evaluating the equipment capacity to support the Police Station's needs and occupancy demand. Upscaling of the equipment may be a cost effective approach in support of the Police Station's function and operation use.



**PLUMBING SYSTEM WATER SERVICE:** The main water service entrance is a 1" size and enters the North end of the Basement Level of the adjacent building. A reduced pressure backflow preventer and the building water meter are located at this entry point. The Police Station has a separate meter.

**PLUMBING SYSTEM WATER HEATER:** Domestic hot water is supplied from a 30 gallon, electric storage type water heater, located in the basement level mechanical room. The domestic water heater does not have an expansion tank on the cold water supply line which is required by code. Recommend adding expansion tank for existing system.

The installed water heater appeared to be in excellent condition.

**PLUMBING SYSTEM DOMESTIC WATER:** Domestic water piping systems are to be copper with sweat fittings. Domestic hot water and cold water are insulated with closed-cell elastomeric insulation. The hot water system has no hot water recirculation line. These piping systems appear to be in good condition; however visual observations do not reveal potential internal issues. It is unknown if there are issues with this piping system, although the calcium deposits present at the backflow preventer could be indicative of hard water. It is recommended that a water analysis be performed to determine water hardness and if a water softener should be considered.

**PLUMBING SYSTEM SANITARY:** Sanitary waste and vent piping is a mixture of PVC and cast iron, with the majority being PVC. The sanitary system should be inspected with a camera to determine the

## BUILDING INVENTORY / POLICE (CONT.)

condition of the interior of the piping system and to determine if any remedial action would be required.

**PLUMBING SYSTEM STORM:** Storm drainage is accomplished by perimeter roof gutters and downspouts away from the building. These all appear to be in good condition.

**PLUMBING SYSTEM NATURAL GAS:** Natural gas piping is steel with threaded fittings. The gas meter is located on the North side of the building. There are no known issues with this system.

**PLUMBING SYSTEM PLUMBING FIXTURES:** Plumbing fixtures are vitreous china or stainless steel and appear to be in good condition. Accessible fixtures are available for use by the physically challenged. There restrooms have recently been remodeled. A newer dehumidification unit located in the Basement level.

**FIRE PROTECTION SYSTEM FIRE SERVICE/SPRINKLER:** This building sprinklered for fire suppression system.





## BUILDING INVENTORY / POLICE (CONT.)

### HVAC SYSTEM AIR DISTRIBUTION

**SYSTEM:** The air distribution system to the spaces is served with two commercial furnaces by Lennox and Goodman which provide the cooling and heating to the Police Station as well as the support spaces. These are forced air unit systems to temper the air. Furnace output is approximately 45 MBH @ AFUE with a 93-95% high efficiency condensing unit. The heating mode has full modulation. The fan system is a constant supply air to the space. Each furnace has 12" filters. The return air is a ducted return system. Life expectancy of furnaces is 15-20 years depending on service, maintenance and changing filters. These furnaces were installed 2015 and will support the building's needs. Recommend annual service checkups. The existing exhaust fan should be regularly inspected, fan belt checked, cleanliness and tested for system operation expectancy. It is recommended the supply and return air ducts be cleaned for indoor air quality improvement measure.



**HVAC SYSTEM AIR DISTRIBUTION SYSTEM:** The air conditioning system consists of two air-cooled condensing units manufactured by Tempstar and Goodman that are located outdoors along the north side of the building. These are 2 and 3 Ton units installed with the furnaces with R-22 refrigerate with SEER 13. The refrigeration compressor provides the level of single staging of the cooling to the overall HVAC systems. The cooling system appears to be good working condition.

Life expectancy of outdoor equipment is 10-12 years depending on service and maintenance. Recommend annual service checkups. The outdoor units should be regularly inspected for cleanliness and tested for system operation expectancy.

**ELECTRICAL SYSTEM INCOMING SERVICE:** Electrical service is provided to the Police Station from Wisconsin Power & Light. Main service within the building is a 200 amp main distribution panel at 208 volts, three phase. Life expectancy of electrical equipment is 30 years. Existing boards and panels are approximately 10-15 years of age and should be thoroughly checked, cleaned and tested for system operation expectancy.

**ELECTRICAL SYSTEM POWER DISTRIBUTION SYSTEM:**

Main Service Board

The main electrical service board (MSB) is a Square D distribution board rated at 208 volt, with a 200 amp main disconnect. Power feed distribution is a conduit feeder to Power Panel located on the Main floor and conduit feeder to Power Panel on the Upper floor. Existing power load on existing Main Service Board is approximately 200 amps. Future expansion of the Police Station would require a larger electrical service into the new expansion



to accommodate new power loading to new plumbing equipment, mechanical equipment, technology equipment and power devices and junction boxes.

BUILDING INVENTORY / POLICE (CONT.)



Breaker	LOCATION OF SERVICE	Breaker	LOCATION OF SERVICE
1	OUTLETS SOUTH WALL CHIEFS OFFICE	2	EXIT LIGHT FRONT DOOR
3	OUTLETS NORTH WALL CHIEFS OFFICE	4	OUTLET FRONT OFFICE WEST WALL BASEMENT
5	OUTLET FURANCE ROOM PHONE SYSTEM	6	ELECTRIC HEAT IN EVIDENCE RM. BASEMENT
7	GFI IN BATHROOM WEST WALL	8	ELECTRIC HEAT IN EVIDENCE RM. BASEMENT
9	OUTLETS SOUTH WALL CHIEFS OFFICE	10	TO THE RIGHT OF THIS SERVICE. SUBPANEL
11	SUBPANEL SECOND FLOOR	12	TO THE RIGHT OF THIS SERVICE. SUBPANEL
13	SUBPANEL SECOND FLOOR	14	FURANCE ENTRY
15	LIGHTS HALLWAY & BACK OFFICE	16	POWER TO PANEL IN FRONT ENTRY
17	OUTLETS EAST WALL CHIEFS OFFICE	18	SUBPANEL 200 AMP SERVICE IN BASEMENT
19		20	SUBPANEL 200 AMP SERVICE IN BASEMENT



Breaker	LOCATION OF SERVICE	Breaker	LOCATION OF SERVICE
2	OUTLETS SOUTH WALL CHIEFS OFFICE	2	EXIT LIGHT FRONT DOOR
4	OUTLETS NORTH WALL CHIEFS OFFICE	4	OUTLET FRONT OFFICE WEST WALL BASEMENT
6	OUTLET FURANCE ROOM PHONE SYSTEM	6	ELECTRIC HEAT IN EVIDENCE RM. BASEMENT
8	GFI IN BATHROOM WEST WALL	8	ELECTRIC HEAT IN EVIDENCE RM. BASEMENT
10	OUTLETS SOUTH WALL CHIEFS OFFICE	10	TO THE RIGHT OF THIS SERVICE. SUBPANEL
12	SUBPANEL SECOND FLOOR	12	TO THE RIGHT OF THIS SERVICE. SUBPANEL
14	SUBPANEL SECOND FLOOR	14	FURANCE ENTRY
16	LIGHTS HALLWAY & BACK OFFICE	16	POWER TO PANEL IN FRONT ENTRY
18	OUTLETS EAST WALL CHIEFS OFFICE	18	SUBPANEL 200 AMP SERVICE IN BASEMENT
20		20	SUBPANEL 200 AMP SERVICE IN BASEMENT

**DOUGH NO. 7 CIRCUIT POSITIONS. DO NOT REMOVE REMOVE TWISTOUTS ONLY WHEN CIRCUITS ARE CIRCUIT BREAKER OPENING WITH FILLER PLATES CAT.**



**ELECTRICAL SYSTEM POWER DISTRIBUTION SYSTEM:** Power Panels

The ground floor power panel, Square D panelboard, is rated at 208 volt, 100 amp. All power to receptacle devices, HVAC loads and miscellaneous power junction boxes on the ground floor are fed from this power panel. All breaker positions within the panel are in the "on" position, indicating that spare capacity does not exist within the panel. Expansion to the ground floor of existing Police Station would require a new single-section 225 amp power panel.

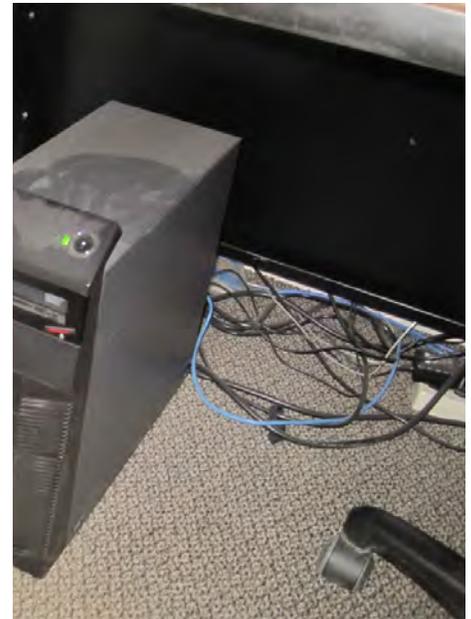
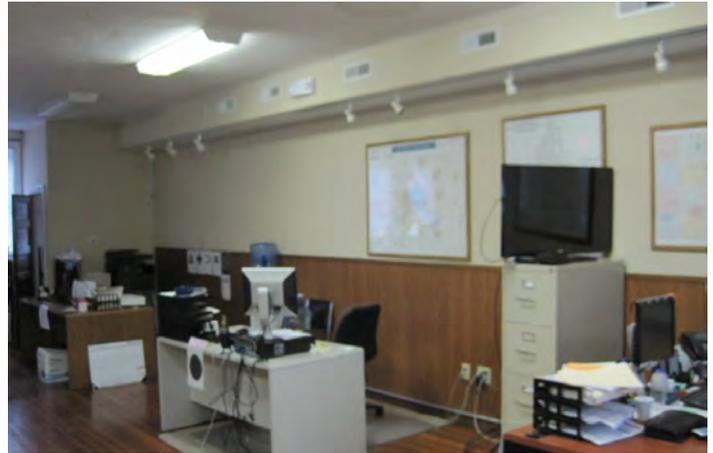
The power panel will have to be metered for verification of existing loading to panel from existing power devices and equipment prior to utilization of spare breakers. A new 225 amp single section power panel may have to be installed for a larger expansion of the existing Police Station.



**LIGHTING SYSTEM:** Exterior lighting systems consist of building façade accent lighting at 120 volts. Lamping within fixtures is unknown. Lighting control of exterior lighting is a time clock "on" at dusk, "off" at pre-set time. The lighting contactor for exterior lighting is located in the Main floor electrical service area. Exterior lighting appears to be adequate (uniformly lit for existing conditions). Additional fixtures that match the existing may be obtained and installed to existing power and controls to retain the current lighting levels and schemes.

Interior lighting systems consist of fluorescent general lighting, metal halide accent and decorative lighting, halogen emergency pack lighting for power failures and exit signs. There is a mixture of wattages and types for fluorescent lamps, T8. New fluorescent lighting, accent and decorative lighting, halogen emergency pack and LED exit sign fixtures will be procured for upgrade or expansion. Power and controls for new lighting fixtures will be obtained from new keyed switches and existing breakers or new power panel breakers.

## BUILDING INVENTORY / POLICE (CONT.)



**ELECTRICAL SYSTEM WIRING DEVICES:** Exterior wiring devices are powered from a Main floor power panel and consist of ground fault circuit interrupting duplex receptacles for maintenance and general use with "in use" covers.

Interior wiring devices are powered from the Main floor and Upper floor power panel at each floor. Devices in these areas are duplex receptacles, quadruplex receptacles, ground fault circuit interrupting duplex receptacles in "wet location" areas, and keyed switches for lighting control. No floor receptacles were found in the Police Station space. Faceplates for devices are ivory thermo-plastic. New wall mounted wiring devices for future expansions will be ivory in color, duplex, and quadruplex receptacle devices that match existing. Device plates will be thermo-plastic and match new device color. Devices in new maintenance or mechanical areas will be surface mounted with oversized steel faceplates.



**FIRE ALARM SYSTEM:** It's our understanding the building doesn't have a central fire alarm system for monitoring and reporting. The Police Station may wish to consider providing a fire alarm system at a few important storage locations, lower level, and other strategic locations. There are fire extinguishers and non-system smoke detector devices in the building at key areas.

**INFORMATION TECHNOLOGY SYSTEM:**



Technology head-end equipment switches, hubs, server, firewalls and miscellaneous equipment (i.e. wireless routers) are located in the ground floor maintenance area. These devices are not in a dedicated Information Technology room. It is recommended that the Police Station locate these items in a new, dedicated telecommunications room (TR) that is temperature controlled, secured and monitored. There is definitely a space need or dedicated space for all the Technology used in the Police Station. Furnace rooms are not desirable spaces.



Telecommunications and data devices serving the Main floor and Upper floor areas are wall mounted devices with thermo-plastic faceplates. Data cabling is Category 6e. Expansion to existing Police Station would require an expansion to the head-end equipment including but not limited to a new data rack, switches, hubs, wireless access points, cabling and patch panels, and expansion to server storage space. It is recommended to have vertical and horizontal cable management devices included within the racking system. The rack should be bolted to the floor and cable runway added at top and attached to nearest wall for stability. This upgrade or expansion should include added power and cooling. New cabling should be upgraded to the current Category 6 standard to maintain cable reliability, data throughput, and future-proof the infrastructure to assure it will support future technologies. The new TR must be located within 250 feet of the farthest data jack in order to maintain the required 295 foot total Ethernet distance limitation.

## BUILDING INVENTORY / POLICE (CONT.)

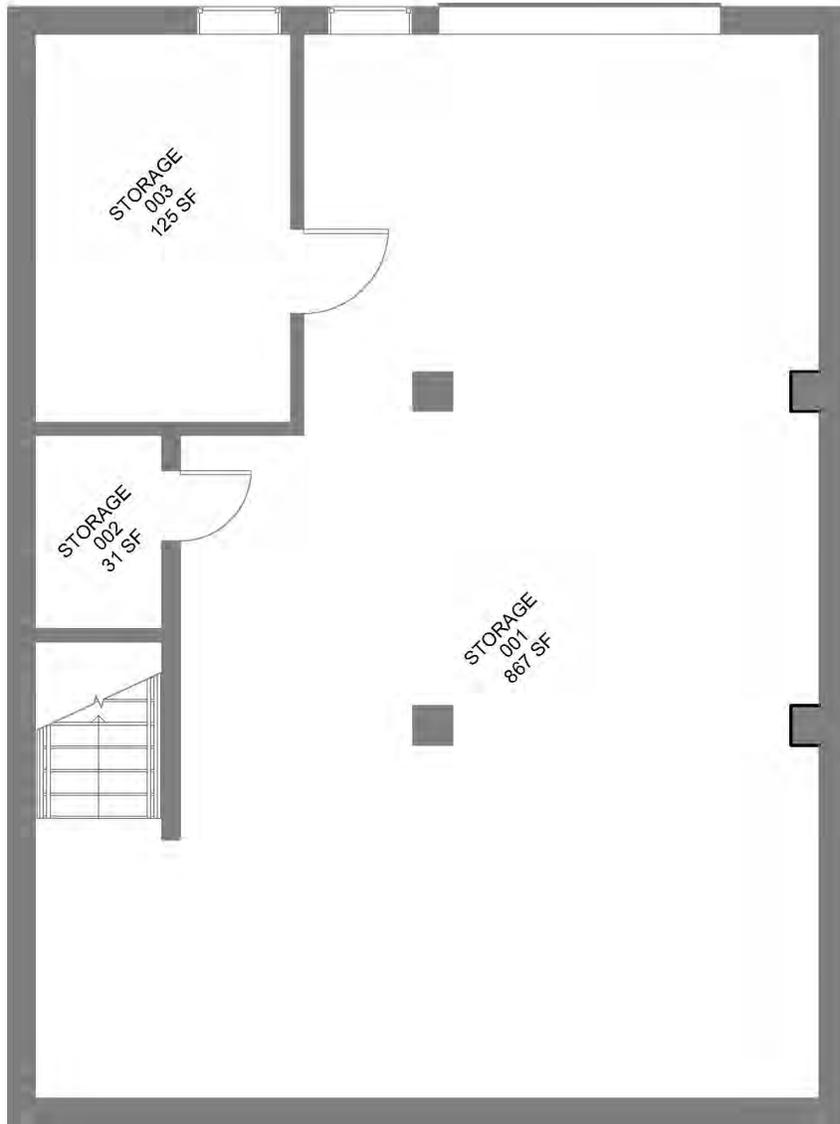
**SECURITY - ACCESS CONTROL DEVICES:** Existing access control devices consist of door alarms connected to monitor console at the front controlling desk area, controlled by keyed operation. Power at console is 120 volts fed from the first floor power panel. A new access control and CCTV system (see below) or an extension of the existing access control and CCTV system at entry/exit points to and from the building due to expansion will be required. Power for new access control and CCTV head-end equipment would derive from spare capacity in power panel or from a new first floor power panel. It is recommended that all security equipment be located in the TR with the other network equipment. This will secure the equipment and simplify system integration.

### Security – Closed Circuit Television (CCTV)

There are several cameras for security at basement level, front Police Station entry, front conference room and front of building for observation, and are monitored and recorded at the technology rack system. The Police Station may wish to consider a current trend of other secured areas that are providing additional security cameras at a few additional locations including basement area, outside perimeter area and other strategic locations.

**PUBLIC ADDRESS/PAGING SYSTEM:** It's our understanding that there is not a public address system for the Police Station. A paging system would consist of an amplifier and pre-amp one selector switch located at each floor and speakers throughout the ground floor and first floor ceiling system. Any upgrade or expansion to the facility would likely require added paging system with speakers and equipment to support the need.

**ADDITIONAL TECHNOLOGIES FOR CONSIDERATION:** The Police Station may wish to consider the addition of a back door intercom/doorbell for use by delivery services and after-hours entry. The Police Station may also wish to consider the addition of strategically placed digital signage monitors.



**1 BASEMENT**

SCALE: 1/4" = 1'-0"



1184 sqft

P1.1

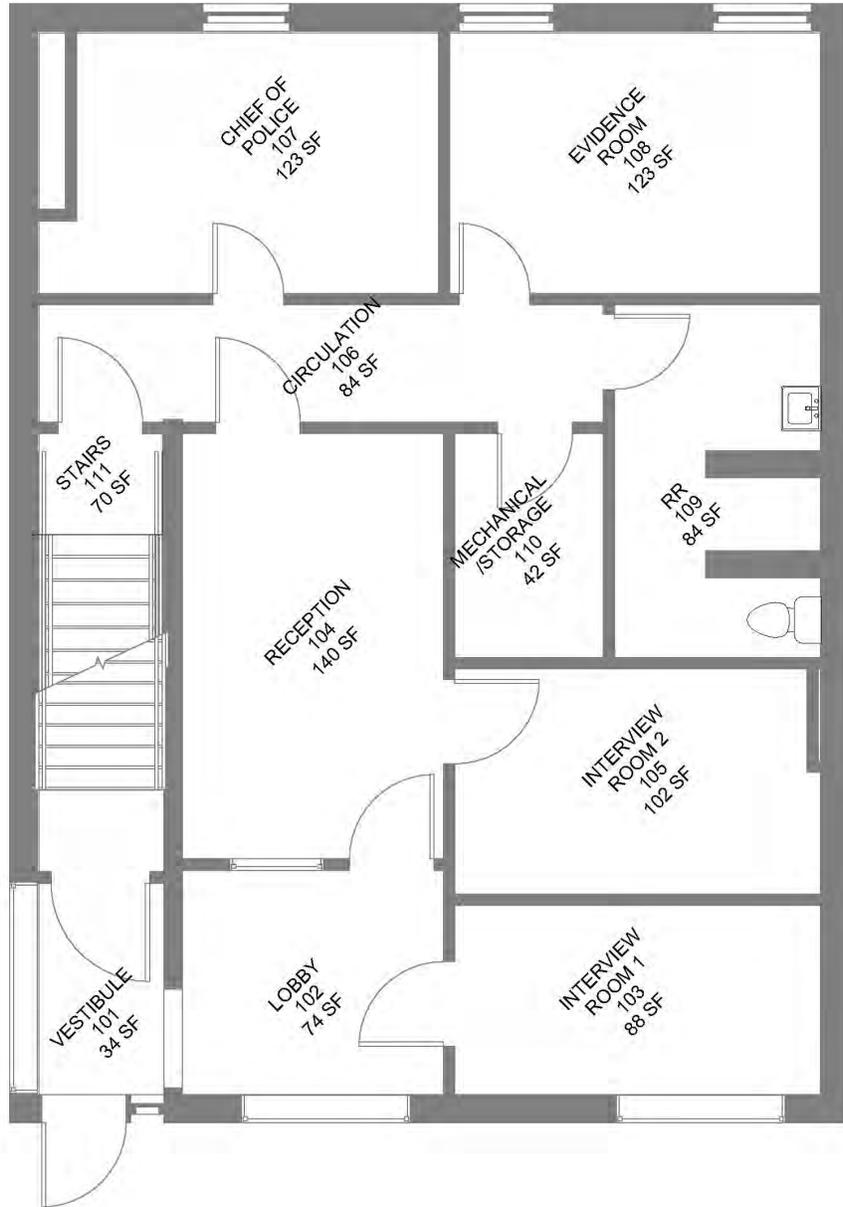
Project Name  
2015306

Project File  
OWNER  
**BELLEVILLE MUNICIPAL  
STUDY - POLICE STATION**  
31 E MAIN ST., BELLEVILLE, WI, 53508

Sheet Title  
FLOOR PLANS



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**1 MAIN FLOOR**

SCALE: 1/4" = 1'-0"



1184 sqft

P1.2

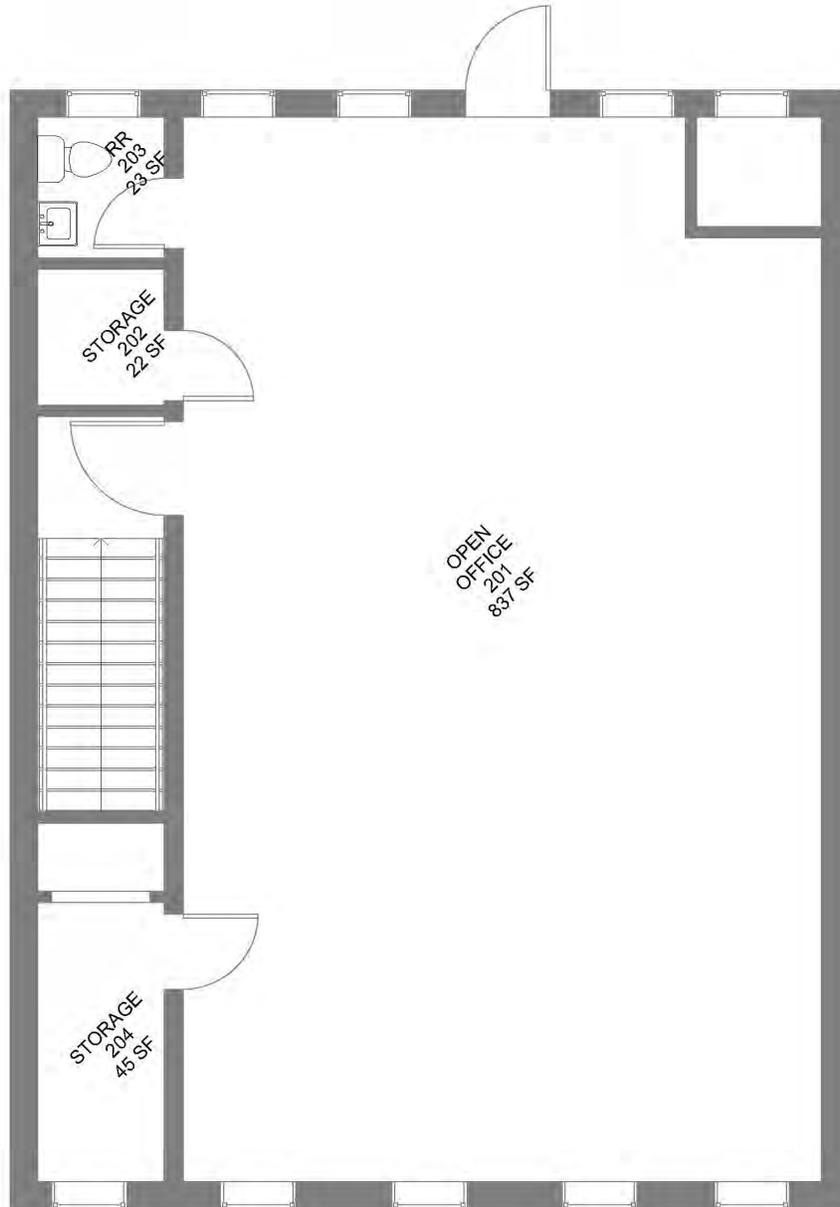
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Sheet Title  
FLOOR PLANS



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**1 UPPER FLOOR**

SCALE: 1/4" = 1'-0"



1184 sqft

P1.3

DATE: 2015.05.06

PROJECT: OWNER  
**BELLEVILLE MUNICIPAL STUDY - POLICE STATION**  
 31 E MAIN ST., BELLEVILLE, WI, 53508

TYPE: FLOOR PLANS



**FEH Associates Inc.**  
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# BUILDING INVENTORY / PUBLIC WORKS

## BUILDING INFORMATION

The public works building, pictured, was built in 1973 and purchased by the Village in 1989. It received a new roof in 1992 and new partial siding in 1994. The building is a single-story metal building with metal siding and a metal-clad gable roof. The existing building footprint is 9,853sf with a site of 47,219sf (1.084 acres). No formal parking spaces are marked, but space is available in the front and back of the site for vehicles.



## ASSESSMENT

The building itself is basic and does not have significant interior or exterior items that would require attention.



## ADA REVIEW

There are no accessible parking spaces provided for this building. The main entry door is not accessible due to the high threshold. Sidewalks on accessible routes would need to be provided at more than half of the exits. Inadequate door and maneuvering clearances are provided throughout the smaller rooms and most door hardware would need to be replaced with levers. The bathrooms do not meet accessibility requirements and

would need to be enlarged with new fixtures.

At this time, the scope of the improvement project is unknown. With any sizeable construction project, the Village is required to spend at least 20% of construction costs on accessibility improvements.

## STRUCTURAL

**DESCRIPTION:** The Public Works building is a single story pre-engineered steel garage building.

**OBSERVATIONS:** The floor of the public works building is a slab-on-grade in fair-to-worn condition. The building frame consists of large tapered steel beams and columns typical of this type of construction. Steel purlins and tie rods spanned between the frames, and the walls and roof were clad with metal panel. The northern two bays were taller than the remainder of the building. There are a number of large over-head panel doors along the west side and man doors on all four sides. The building was observed to be in a condition consistent with its use as a garage and vehicle storage facility. While some cosmetic touch-up may be required, no significant structural deficiencies were noted. Inside of the main building was an office and restroom enclosure. There was a storage mezzanine on top of the enclosure, which was framed with 2x6 joists at 12-inches on center.

**DISCUSSION AND RECOMMENDATIONS:** No significant structural failings were observed to the main structure of the building. The building may continue to serve as a garage or storage facility. In order to be used as an office or library building, the main structure would need to be able to resist a higher roof, wind, and snow loading due to a higher factor of safety required by code. This would require a more in-depth analysis of the exterior components, purlins, and building frames, and possibly require design of reinforcement of these members.

The 2x6 mezzanine framing above interior office/restroom enclosure is adequate for attic-type storage. If more significant "light storage" loading is desired, the mezzanine floor framing should be reinforced.

**MEP EXECUTIVE SUMMARY**

The purpose of this study is to investigate and evaluate the existing plumbing, fire, mechanical, electrical and technology systems for the existing 10,738 sq.ft. of this Public Works facility. The evaluation is to make general assessments of the condition of the systems, identify code related items, and establish equipment useful life and expectations. This also provides recommendation strategies on the systems for operation and service. The main goal of this evaluation of existing conditions is to facilitate development strategies and concept budgets to meet the need of the Village of Belleville.

This evaluation shows that a good portion of the Public Works’s infrastructure in plumbing, mechanical and electrical systems are in not reasonable good condition. Maintaining the existing equipment in the coming years is even important with regular on-going maintenance, but also the necessary upgrades. As noted in the report, some of the existing equipment such as the domestic water heater will eventually need to be replaced and add another a safety shower We are estimating the following equipment cost will need to be invested due to aging equipment in the next five-seven years.

Safety Shower	(Tempered)	\$6,000 - \$10,000
Hot Water Heater		\$3,000 - \$4,000
Exhaust Fan(s)		\$12,000 - \$15,000
Ventilation - Make-Up Air Systems		\$25,000 - \$30,000

The strong key strategy in moving forward is thinking of modularity and sizing requirement when the existing equipment is being replaced. When replacing existing equipment, we recommend evaluating the equipment capacity to support the Public Works’s needs and occupancy demand. Upscaling the equipment may be a cost effective approach in support of the Public Works’s function and operation use.

## BUILDING INVENTORY / PUBLIC WORKS (CONT.)



**PLUMBING SYSTEM WATER SERVICE:** The main water service entrance is a 1" size pipe and enters the North end of the Basement Level of the building. A reduced pressure backflow preventer and building water meter are located at this entry point.

**PLUMBING SYSTEM WATER HEATER:** Domestic hot water is supplied from a 50 gallon electric storage type water heater, located in the basement level mechanical room. The installed water heater appeared to be in reasonable condition. The domestic water heater does not have an expansion tank on the cold water supply line, which is required by code. Recommend adding expansion tank for existing system. One safety shower is not adequate for the size of this facility and potential level of hazard that may occur. By code, safety showers require unit piped by a temper water system using mixing of hot and cold water.



**PLUMBING SYSTEM DOMESTIC WATER:** Domestic water piping systems are to be copper with sweat fittings. Domestic hot water and cold water are not insulated. The hot water system has no hot water recirculation line. These piping systems appear to be in not adequate condition; however visual observations do not reveal potential internal issues. It is unknown if there are issues with this piping system, although the calcium deposits present at the backflow preventer could be indicative of hard water. It is recommended that a water analysis be performed to determine water hardness and if a water softener should be considered.

**PLUMBING SYSTEM SANITARY:** Sanitary waste and vent piping is a mixture of PVC and cast iron, with the majority being PVC. The sanitary system should be inspected with camera to determine the condition of the interior of the piping system and to determine if any remedial action would be required.



**PLUMBING SYSTEM STORM:** Storm drainage is accomplished by shedding the water onto grade. Building's roof does not have any perimeter gutters and downspouts for storm discharge away from structure.

**PLUMBING SYSTEM NATURAL GAS:** Natural gas piping is steel with threaded fittings. The gas meter is located on the Southwest side of the building. There are no known issues with this system.

**PLUMBING SYSTEM PLUMBING FIXTURES:** Plumbing fixtures are vitreous china or stainless steel and appear to be in very poor condition. Their restrooms have not been remodeled since Village of Belleville has moved into the building.



## BUILDING INVENTORY / PUBLIC WORKS (CONT.)



**HVAC SYSTEM WIRING AIR DISTRIBUTION SYSTEM:** The air distribution system is very minimal. The Public Works facility is exhaust driven spaces to ventilate and purge the building. All of these exhaust fans are original and may not adequate work. The toilet exhaust has been removed. Recommend replacing these exhaust fans to proper ventilate and purge the building. The exhaust fan should have a regular inspection, the fan belt checked, and cleanliness tested for system operation expectancy. The offices and support spaces require ventilation and recommend having a dedicated makeup air unit.

**HVAC SYSTEM AIR CONDITIONED:** This building is not air-conditioned facility. The HVAC systems are ventilation only to exhaust the Public Work facility. Repair facility and/or storage of vehicles with fuel shall be continuous exhausted. Any fuel or storage of fuel shall be properly stored. The use of flammable storage cabinets or containment areas should be considered.

**HVAC SYSTEM HEATING SYSTEM:** This building is primary heated with gas-fired infrared overhead system. These unitary infrared heaters do provide adequate amount of radiant heating within the building. Infrared heaters radiate the heat to adjacent surfaces and floor. These are very common units used in storage and repair facilities. Office area is heated by electric baseboard.



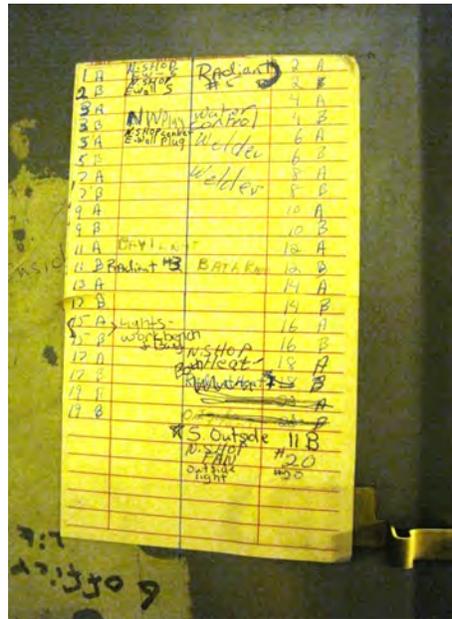
**ELECTRICAL SYSTEM INCOMING SERVICE:** Electrical service is provided to the Public Works from Wisconsin Power & Light. Main service within the building is a 200 amp main distribution panel at 208 volts, three phase (refer to Main Service Board analysis below). Life expectancy of electrical equipment is 30 years. Existing boards and panels are approximately 20 years of age and should be thoroughly checked, cleaned, and tested for system operation expectancy.

**ELECTRICAL SYSTEM POWER DISTRIBUTION EQUIPMENT:** Main Service Board

The main electrical service board (MSB) is a Square D distribution board rated at 208 volt, with a 200 amp main disconnect. Power feed distribution is a conduit feeder to Power Panel located on the first floor, and conduit feeder to Power Panel on the ground floor. Future expansion of the Public Works would require a new large electrical service into the new expansion to accommodate new power loading to new plumbing equipment, mechanical equipment, technology equipment and power devices and junction boxes.



BUILDING INVENTORY / PUBLIC WORKS (CONT.)

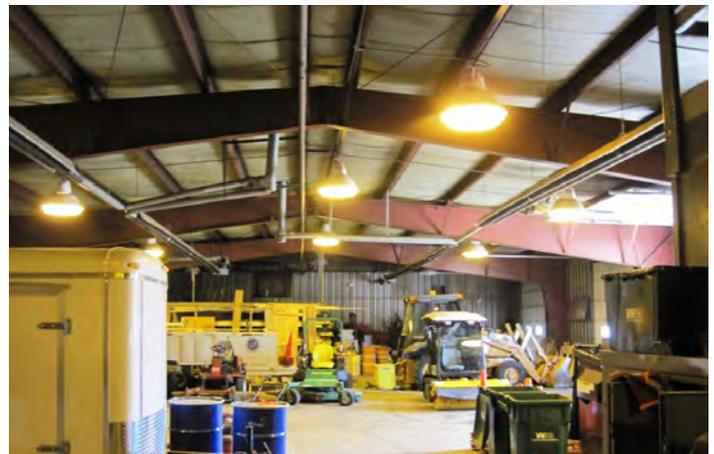


**ELECTRICAL SYSTEM POWER DISTRIBUTION**

**EQUIPMENT:** Power Panels

The Main power panel, Square D panelboard, is rated at 208 volt, 200 amp. All power to receptacle devices, HVAC loads and miscellaneous power junction boxes on the ground floor are fed from this power panel. All breaker positions within the panel are in the "on" position, indicating that spare capacity does not exist within. Expansion to the main floor of the existing Public Works facility would require a new single section 225 amp power panel.

The power panel will have to be metered for verification of existing loading to panel from existing power devices and equipment prior to utilization of spare breakers. A new 200 amp single section power panel power panel may have to be installed for a larger expansion of the existing Public Works facility.



**LIGHTING SYSTEM:** Exterior lighting systems consist of building façade accent lighting at 120volts. Lamping within fixtures is unknown. Lighting control of exterior lighting is on time clock “on” at dusk, “off” at pre-set time. Exterior lighting appears to be adequate (uniformly lit for existing general conditions). Additional fixtures that match the existing may be obtained and installed to existing power and controls to retain the current lighting levels and schemes.

Interior lighting systems consist of high pressure sodium general lighting and halogen emergency pack lighting for power failures and exit signs. There is a mixture of wattages and types for fluorescent lamps, T8, in the office areas. New fluorescent lighting, halogen emergency pack and LED exit sign



fixtures will be procured for upgrade or expansion. Power and controls for new lighting fixtures will be obtained from new keyed switches and existing breakers or new power panel breakers.

**WIRING DEVICES:** Exterior wiring devices are powered from a main power panel and consist of ground fault circuit interrupting duplex receptacles for maintenance and general use with “in use” covers. Interior wiring devices are powered from the main panel. Devices in these areas are duplex receptacles, quadraplex receptacles, ground fault circuit interrupting duplex receptacles in “wet location” areas, and keyed switches for lighting control. Faceplates for devices are ivory thermo-plastic. New wall mounted wiring devices for future expansions



## BUILDING INVENTORY / PUBLIC WORKS (CONT.)



will be ivory in color, duplex and quadraplex receptacle devices that match existing. Device plates will be thermo-plastic and match new device color. Devices in new maintenance or mechanical areas will be surface mounted with oversized steel faceplates.

**FIRE ALARM SYSTEM:** It's our understanding the building doesn't have a central fire alarm system for monitoring and reporting.



The Public Works may wish to consider providing some non-system smoke detectors at a few important storage locations, office area and other strategic locations.

**INFORMATION TECHNOLOGY SYSTEMS SECURITY - ACCESS CONTROL DEVICES:** We are not aware if there are security access control devices for security measures for the building.

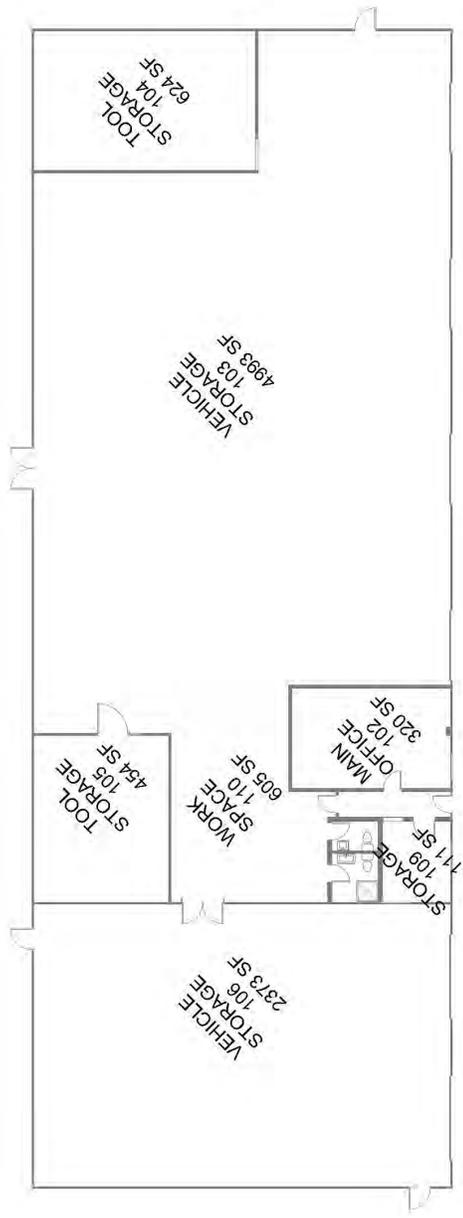
The Public Works may wish to consider in providing security access points at a few important locations including main entry (inside), and other strategic locations.

**INFORMATION TECHNOLOGY SYSTEMS SECURITY- CLOSED CIRCUIT TELEVISION (CCTV):** We are not aware if there are any security

cameras for security the building. These would be monitored and recorded at the technology rack system.

The Public Works may wish to consider a strategy that provides security cameras at a few important locations including main entry (inside), and other strategic locations.

**ADDITIONAL TECHNOLOGIES FOR CONSIDERATION:** The Public Works may wish to consider the addition of a door intercom/doorbell for use by delivery services and after-hours entry.



**1 MAIN FLOOR PLAN**

SCALE: 1/16" = 1'-0"



9,853 sqft



# RECOMMENDATIONS / VILLAGE HALL

## 20 YEAR DEPARTMENT SPACE NEEDS

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Lobby/Vestibule	441	1	400	400	
Reception Desk		1	120	120	
Meeting/Council Chamber	728	1	1,300	1,300	Shared Space
Restrooms (2)	101	2	200	400	- Existing area includes men's and women's restrooms on the main floor
Active Storage	625	1	360	360	- Existing area includes 4 spaces on the main floor and 2 spaces in the basement
Building Inspector Office		1	140	140	
Office Supply Room		1	100	100	
Judges Office/ Clerk		1	280	280	
Conference Room 6 persons		1	160	160	
Village President Office		1	140	140	
Deputy Office		1	120	120	
Clerk Office		1	200	200	
Board Room/Court		1	900	900	Shared Space <ul style="list-style-type: none"> <li>- Seating for 30-40 people</li> <li>- Judge's bench to be raised and permanently installed on one end with few windows</li> <li>- Space for flags to be displayed</li> <li>- Space for 1 podium</li> <li>- 2 desks with 2 chairs for defense and prosecution lawyers</li> <li>- One witness desk</li> </ul>
Office Workroom		1	210	210	
Emergency Operation Center		1	600	600	
Break Room	343	1	120	120	Shared Space

RECOMMENDATIONS / VILLAGE HALL (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Recreation Dept. Office		1	120	120	
Chamber/Visitor Office		1	120	120	
Community Club Office		1	120	120	
Archive Records	337	1	240	240	- Existing area includes 2 spaces on the main floor and 1 room in the basement
Open Storage	393			0	- Existing area is calculated from the unused room in the basement
Food Pantry		0	0	0	
Second Floor Apartment	1,122		0	0	- Existing area is calculated from the total of all rooms in the apartment on the second floor
Mechanical	262		1	300	- Existing area is calculated from the mechanical room in the basement
Office	575			0	- Existing area includes all 4 private offices on the main floor mezzanine
IT Office	735			0	- Existing area is calculated from the room in the basement which houses the computer and tech equipment
Open Office	432			0	
Courts Office		1	12 x 12	150	- One workstation - Table and 6 chairs with a desk to serve as a small courtroom - Storage for 1 fire safe, 3 4-drawer file cabinets (lockable) - 2-3 lines for telephone and fax - Wall space for white boards and bulletin boards - Transaction counter with public and private spaces
Courts Storage Room		1	8 x 10	80	- Locate near Judge/Clerk office - Furniture to be shelving and file cabinets

RECOMMENDATIONS / VILLAGE HALL (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Courts Kitchenette		1		70	- Located off of the courtroom or between the courtroom and the office - Refrigerator, microwave, stone sink
Judge's Chambers		1		100	- 1 desk with meeting space for 6, a credenza and 1 4-drawer file cabinet
Restrooms (Courts Staff)		1		65	
A/V Room		1		80	- Needs to be located in courts
<b>Total Net Square Footage</b>	<b>6,094</b>			<b>6,995</b>	
<b>Multiplier for Corridors and Walls = +20%</b>				<b>1,399</b>	
<b>Gross Interior Square Footage of above listed rooms</b>	<b>9,728</b>			<b>8,394</b>	
<b>Gross Site Sq Footage.</b>	<b>8,712</b>			<b>24,884</b>	- Includes 10 parking spaces - 5,000 sf in future expansion



# RECOMMENDATIONS / LIBRARY

## 20 YEAR DEPARTMENT SPACE NEEDS

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Library Collections/ Adult	2227	1	3,084	2,634	- Existing area is split between the main floor and basement
Teens/Young Adult		1	1,025	1,025	
Meeting/ Community/ Conference/Craft		1	2,100	2,100	
Circulation Desk		1	450	450	
Friends Store/ sorting room		1		800	
Children/Youth	403	1	2,140	2,140	-
Computer/ Technology Stations	669	1	450	450	- Existing area includes the main floor computer section and the "Wisconsin Room"
Restrooms	159	1	400	400	- Existing area includes the men's and women's on the main floor
General Storage	408	1	400	400	- Existing area includes all 5 storage rooms
Senior Center	627		0	0	-
Staff Space	381	1	850	850	- Existing area includes all office cubicles and the circulation desk
Mechanical	210	1	200	200	- Existing area includes the main mechanical room and the elevator mechanical room
Total Net Square Footage	5,084			11,449	
Multiplier for Corridors and Walls = +20%				22,89.8	
Gross Square Footage of above listed rooms	6,412			13,738.8	
Gross Site Sq Footage.	18,774			31,109	



# RECOMMENDATIONS / POLICE

## 20 YEAR DEPARTMENT SPACE NEEDS

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Site					<ul style="list-style-type: none"> <li>- 6 parking spaces for employees</li> <li>- 6 spaces for the public</li> </ul>
Vestibule	34	1	8 x 8	65	<ul style="list-style-type: none"> <li>- Air lock</li> <li>- Phone for 911 access after hours</li> <li>- The entry door from the exterior is unlocked at all times. Interior foot to the lobby to be lockable after hours</li> <li>- Med take back container</li> </ul>
Lobby	74	1	12 x 20	240	<ul style="list-style-type: none"> <li>- Seating for approximately four people along with a magazine rack for persons who must wait to see an office</li> <li>- The door from the lobby into the police department shall be locked at all times. A card reader device should be provided for gaining access into the police department offices</li> <li>- Service window and counter open to the open office / reception area</li> <li>- Rack with pamphlets and forms for the public</li> <li>- Bulletin board for notices</li> </ul>
Public Unisex Toilet Room		1	7 x 8	60	<ul style="list-style-type: none"> <li>- Provide one toilet and a sink for use by the public</li> <li>- Adjacent to and accessible from the lobby</li> </ul>
Unisex Toilet for Suspects		1	7 x 8	60	<ul style="list-style-type: none"> <li>- One unisex toilet room shall be provided with special stainless steel water closet and sink</li> <li>- The room will not have a privacy lock</li> </ul>
Open Office Space	977	1	14 x 21	300	<ul style="list-style-type: none"> <li>- Adjacent to the lobby / waiting area</li> <li>- Two workstations away from service window shall be provided for administrative assistants</li> <li>- Space for filing cabinets for current records</li> </ul>

RECOMMENDATIONS / POLICE (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Copy / Work Room		1	10 x 12	120	<ul style="list-style-type: none"> <li>- Fax machine, copier, approximately 4 filing cabinets, countertop for work surface, cabinetry for storage of supplies, and a postage meter</li> <li>- This space shall be located immediately adjacent to and open up into the front office area. It would be preferable for visibility out of this room to the windows that are open to the lobby.</li> </ul>
Chief of Police Office	123	1	12 x 16	200	<ul style="list-style-type: none"> <li>- Office with a desk, seating for two at a separate table, book shelf, and filing cabinets</li> </ul>
Lieutenant's Office		1	12 x 12	150	<ul style="list-style-type: none"> <li>- Enclosed office with a desk, book shelf, two guest chairs, and filing cabinet</li> </ul>
Sergeant's Office		1	12 x 12	150	<ul style="list-style-type: none"> <li>- Enclosed office with a desk, book shelf, two guest chairs, and filing cabinet</li> </ul>
Investigator Office		1	12 x 12	150	<ul style="list-style-type: none"> <li>- Enclosed office with a desk, book shelf, two guest chairs, and filing cabinet</li> </ul>
Conference Room		1	12 x 12	150	
Meeting Room		1		1	<ul style="list-style-type: none"> <li>- Adjacent to and accessible from the lobby</li> <li>- Access from within the station</li> </ul> <p>A small closet should be provided for this room to store the TV on a cart, projector, and other accessories</p>

RECOMMENDATIONS/ POLICE (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Squad Room		1	20 x 22	1	<ul style="list-style-type: none"> <li>- 6 built-in work stations, 4 foot wide each, no dividers between the stations, one lockable cabinet at each station, located around the room perimeter</li> <li>- Work table in the center of the room</li> <li>- Mail slots for each officer</li> <li>- Locate adjacent to the garage, evidence rooms, and sergeant's office</li> <li>- 8 linear feet of countertop with base and wall cabinets for storage of forms</li> <li>- Marker boards located on the walls</li> <li>- Space for coffee makers and a small refrigerator</li> </ul>
Break Room		1	12 x 18	220	<ul style="list-style-type: none"> <li>- Table and chairs for seating for four people, coffee pot, microwave oven, refrigerator, sink, countertop and cabinets</li> <li>- Could be shared between departments</li> <li>- Adjacent to Equipment Room</li> <li>- Shall also contain a decontamination space with an eyewash</li> </ul>
Recording Equipment Room / Viewing Room		1	8 x 6	100	<ul style="list-style-type: none"> <li>- Between interview room</li> <li>- One way glass or camera for viewing</li> </ul>
Evidence Room Storage Room (Restricted Access)	123	1	12 x 16	200	<ul style="list-style-type: none"> <li>- Door to the evidence process room</li> <li>- Secure room with studs and drywall walls and ceiling cap</li> <li>- Room for shelving and a chest freezer</li> </ul>

RECOMMENDATIONS / POLICE (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Evidence Room Processing Room (Unrestricted Access)		1	12 x 16	200	<ul style="list-style-type: none"> <li>- 12 feet of cabinets, countertop, sink, and computer on the countertop</li> <li>- Refrigerator</li> <li>- Exhaust fan</li> <li>- Small drying closet or cabinet for drying wet clothing, 2 x 4</li> <li>- Pass through lockers to the evidence room. Varying sizes, large and small. 4 large lockers for rifle size items. 4 to 6 small lockers</li> </ul>
Interview Room	190	2	8 x 9	150	<ul style="list-style-type: none"> <li>- The interview rooms shall be placed so that they are not side by side so conversations are not heard between the rooms for the purpose of the separation of victims, witnesses, and suspects</li> <li>- There shall be a separate space for recording equipment</li> <li>- The interview rooms shall be located away from the squad room and away from the front desk</li> <li>- one room shall be the "hard" room with a table and chairs and the second shall be the "soft" room with soft seating</li> <li>- Wire mesh in the walls of the "hard" interview room</li> </ul>
Booking Area		1	8 x 12	150	<ul style="list-style-type: none"> <li>- This space shall be a widened area off of one of the corridors/ One space should be provided for the intoxilizer with would sit on a counter and there should be space below for forms. A separate area would be provided for photographing</li> <li>- Shall have a separate ventilation system and seating for 2</li> <li>- Shall need to house an intoxilizer, fingerprint kits, photographing station, and required forms</li> <li>- Located off the Garage</li> </ul>

RECOMMENDATIONS/ POLICE (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Found Property Room		1	28 x 12	340	<ul style="list-style-type: none"> <li>- Lockable room with metal shelves and on wall bike racks on the others to store found property</li> <li>- Off of evidence processing room</li> <li>- Room for 30-40 bikes</li> </ul>
Storage	223	1	10 x 12	120	<ul style="list-style-type: none"> <li>- Existing area includes all 4 storage rooms</li> <li>- Shall have metal shelves</li> <li>- Shall preferably be in the basement</li> </ul>
Computer Server & Phone System Room		1	8 x 8	65	<ul style="list-style-type: none"> <li>- Shall have adequate ventilation to cool server</li> <li>- Shall preferably be in the basement</li> </ul>
Records Storage		1	10 x 15	150	<ul style="list-style-type: none"> <li>- 2 hour fire rating with studs and drywall</li> <li>- Storage of old records since 1953</li> <li>- Shall preferably be in the basement</li> </ul>
Custodial Room		1	8 x 8	65	<ul style="list-style-type: none"> <li>- Shall have floor sink, shelving for cleaning supplies</li> </ul>
Vehicle/Large Item Storage	868	1	30 x 80	1,800	<ul style="list-style-type: none"> <li>- 5 stalls for 4 squad cars and one secure bay for suspects</li> <li>- Space for speed trailer</li> <li>- Storage space at the head of the room for bikes</li> <li>- Two 16 foot wide and one 8 foot wide over head doors</li> <li>- No vehicle maintenance to be done in the garage</li> <li>- Squad cars will be washed in this space so floor drains are required and hose bibs</li> <li>- Shall preferably be in the basement</li> <li>- Dog and cat secure area with area for wash out of crates</li> </ul>

RECOMMENDATIONS / POLICE (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Mechanical Room	42	1	12 x 20	240	- Locate on outside wall
Generator Room		1	12 x 12	150	- Locate on outside wall
Male Toilet / Shower / Locker Rooms		1		380	- 1 urinal, 1 toilet, 1 sink, 1 shower - 10 lockers. 18 inches wide x 24 inches deep. A bench in front of the lockers
Female Toilet / Shower / Locker Room		1		380	- 1 toilet, 1 sink, 1 shower - 10 lockers, 18 inches wide x 24 inches deep. A bench in front of the lockers
Equipment Room		1	15 x 15	225	- Multi-purpose room adjacent to garage with gun safe, defibrillator and narcan in a climate controlled space. Could be adjacent to break room
Decontamination Room		1	5 x 10	50	- Room with Eye Wash Station off of Garage
Armory		1	5 x 10	50	- Space to clean guns with extra ventilation
Restrooms	107			0	- Existing area includes both the main floor and second floor restroom
<b>Total Net Square Footage</b>	<b>2,760</b>			<b>6,682</b>	
<b>Multiplier for Corridors and Walls = +20%</b>				<b>1336.4</b>	
<b>Gross Interior Square Footage of above listed rooms</b>	<b>3,552</b>			<b>8,018.4</b>	
<b>Gross Site Sq Footage.</b>	<b>7,100</b>			<b>20,174</b>	- 3,000 sf for future expansion - 5 additional parking spaces

# RECOMMENDATIONS / PUBLIC WORKS

## 20 YEAR DEPARTMENT SPACE NEEDS

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Entry	57	1	65	65	<ul style="list-style-type: none"> <li>- Main entrance</li> <li>- Control access to the building</li> </ul>
Administrative Office		1	150	150	<ul style="list-style-type: none"> <li>- Future position</li> <li>- Public service counter open to the entry</li> <li>- Adjacent to the office</li> </ul>
Main Office	320	1	14 x 24	340	<ul style="list-style-type: none"> <li>- Multipurpose room</li> <li>- U-shaped desk, chair, and filing cabinets for the Director of Public Works</li> <li>- Copier, fax, television</li> <li>- Storage and viewing of maps and blueprints</li> <li>- Computer for SCADA system to be located in this room</li> </ul>
Office Storage	111	1	10 x 12	120	<ul style="list-style-type: none"> <li>- Enclosed and fire rated</li> <li>- Filing cabinets, shelving, and a small lay table</li> <li>- Adjacent to the office</li> </ul>
Break / Meeting Room		1	16 x 20	320	<ul style="list-style-type: none"> <li>- Access to garage area, employee parking, office, toilet rooms, and lockers</li> <li>- Refrigerator, microwave, toaster, sink, and 10 linear feet of cabinets and countertop</li> <li>- No vending machines</li> <li>- Space should be provided for 8 to 10 people seated at a table in order to have lunch</li> <li>- Time clock</li> <li>- Access to the garage - can be shared between departments</li> <li>- Shelving for vehicle repair manuals and reference materials</li> </ul>
Locker Area		1	120	120	<ul style="list-style-type: none"> <li>- (12) 24" x 24" lockers on a concrete base</li> <li>- Located in the garage area</li> </ul>

RECOMMENDATIONS / PUBLIC WORKS (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Storage Mezzanine		1	500	500	<ul style="list-style-type: none"> <li>- Locate over non-vehicle areas</li> <li>- For miscellaneous storage</li> <li>- 500 sf maximum allowed by building code</li> </ul>
Work Area		1	25 x 30	700	<ul style="list-style-type: none"> <li>- Open area for working on signs, picnic tables, painting, etc.</li> <li>- Work bench, drill press, grinder, etc. along wall</li> <li>- 10' clear height</li> <li>- Can be a space in the garage</li> </ul>
Parts Storage		1	14 x 20	280	<ul style="list-style-type: none"> <li>- Racks, bins, and shelves for storage</li> <li>- 10' clear height</li> </ul>
Water Parts Storage		1	25 x 30	750	<ul style="list-style-type: none"> <li>- Shelving, bins, and racks for storage of water utility parts and supplies</li> <li>- 10' clear height</li> </ul>
Sign Storage		1		100	<ul style="list-style-type: none"> <li>- Open space for a 4' x 12' sign storage rack</li> </ul>
Water Meter Test and Storage Room		1	12 x 16	200	<ul style="list-style-type: none"> <li>- Enclosed room</li> <li>- Water meter test bench</li> <li>- Storage of meters and parts on shelving</li> </ul>
Hazardous Materials and Bulk Fluids Storage Room		1	10 x 14	140	<ul style="list-style-type: none"> <li>- Fire rated room</li> <li>- Gas, solvents, etc. in cans and bottles on shelving units</li> <li>- Waste oil, engine oil, and hydraulic oil storage. Three 55 gallon drums. Dispensed with a hand pump on top of the drum</li> <li>- Recessed floor with a ramp into the room for spill containment required by code</li> </ul>

RECOMMENDATIONS / PUBLIC WORKS (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Restrooms	72				- Existing area includes both the men's and women's restrooms
Men Toilet Room		1	120	120	- One urinal, one toilet, one sink
Women Toilet Room		1	65	65	- One toilet, one sink
Unisex Shower Room		1	50	50	- One shower with changing area
Custodian Closet		1	65	65	- Mop basin, shelving for cleaning supplies, and toilet room supplies
Laundry Room		1	8 x 12	95	- Room for one utility sink, one clothes washer, and one dryer
Mechanical Room		1	150	150	- HVAC equipment, electric service, phone service, water meter
Vehicle Storage	7366	1	85 x 150	12,750	<ul style="list-style-type: none"> <li>- Drive through with center aisle with parking on both sides and overhead door at each end</li> <li>- 18 x 16 overhead door</li> <li>- The drive lane will not be used to park equipment</li> <li>- Space shall be provided so the plow, wing, and salt boxes for each plow truck to be stored in front of it's respective truck during the summer</li> <li>- The building shall be designed for future expansion</li> <li>- The following is a tabulation of how the space required for vehicles was calculated</li> </ul>

RECOMMENDATIONS / PUBLIC WORKS (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Vehicle Storage (cont.)					Size Category 1 - Light Duty Vehicles: (8) x 10 x 25 = 2,000 sf Size Category 2 - Large Equipment: (4) x 15 x 36 = 2160 sf Size Category 3 - Medium Equipment: (2) x 15 x 30 = 900 sf Size Category 4 - Extra Long Equipment: (0) x 10 x 50 = 0 sf Size Category 5 - Small Equipment: (3) x 10 x 10 = 300 sf Size Category 6 - Very Small Equipment: (0) x 5 x 5 = 0 sf Size Category 7 - Extra Wide Equipment: (1) x 20 x 20 = 400 sf Size Category 8 - Small-Medium Equipment: (3) x 10 x 15 = 450 sf Circulation and Walls (100%) = 6210 sf TOTAL = 12,420 sf

RECOMMENDATIONS / PUBLIC WORKS (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Vehicle Maintenance Bay		1	36 x 50	1,750	<ul style="list-style-type: none"> <li>- 1 large bay with 24' clear height and access to the garage</li> <li>- 16 x 16 overhead door to the exterior for the large bay</li> <li>- Enclosed room with wall space to located equipment, tools, work benches, steel rack, welders, et.</li> <li>- Portable floor lift unit</li> <li>- Mechanic wash basin</li> <li>- Emergency eye wash and shower</li> <li>- Work benches</li> <li>- Compressed air</li> <li>- Overhead reels for compressed air and electric. Not required for oils</li> <li>- Welding booth. Arc, gas, and wire welders</li> <li>- The vehicle engine is operated in the building for a short time. Oil changed, change springs, some engine repair, change tires, change transmission, etc.</li> </ul>

RECOMMENDATIONS / PUBLIC WORKS (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Cold Storage Space		1	8,500	8,500	<ul style="list-style-type: none"> <li>- Two tires, trench box trailer, barricades, portable cement mixer, and bucket and large snow blower for the tractor</li> <li>- Tires, signs, barricades, safety cones, barrels, hockey boards, benches, hoses, and all the miscellaneous items</li> <li>- Large racking and shelving systems are required to make the best use of the floor space</li> <li>- This space is to replace the white storage building by the green view park and the greed shed at the Old Sewer Plant. These two existing buildings provide 2400 sf of space. The amount of new space will be 5000 sf plus the space listed below for the equipment</li> <li>- The following is a tabulation of how the space required for vehicles has calculated                      Size Category 1 - Light Duty Vehicles: (2) x 10' x 25' = 500 sf                      Size Category 2 - Large Equipment: (0) x 15' x 36' = 0 sf                      Size Category 3 - Medium Equipment: (1) x 15' x 30' = 450 sf                      Size Category 4 - Extra Long Equipment: (0) x 10' x 50' = 0 sf                      Size Category 5 - Small Equipment: (5) x 10' x 10' = 500 sf                      Size Category 6 - Very Small Equipment: (0) x 5' x 5' = 0 sf                      Size Category 7 - Extra Wide</li> </ul>

RECOMMENDATIONS / PUBLIC WORKS (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Cold Storage Space (cont.)					<p>Equipment: (0) x 20' x 20' = 0 sf</p> <p>Size Category 8 - Small-Medium</p> <p>Equipment: (2) x 10' x 15' = 300 sf</p> <p>Circulation and Walls (100%) = 1750 sf</p> <p>TOTAL = 3,500 sf</p> <ul style="list-style-type: none"> <li>- Provide a 25 x 30 roof overhang to store items outside under cover</li> </ul>
Wash Bay		1	25 x 50	1,250	<ul style="list-style-type: none"> <li>- 24' clear height - heated space</li> <li>- 16 x 16 overhead door to the exterior</li> <li>- High pressure washers with connections at each side of bay</li> <li>- Hot and cold water</li> <li>- Moveable platform</li> <li>- Drive through bay into the vehicle storage area desirable, but not a must</li> </ul>
Tool Storage	1,079	1	700	700	<ul style="list-style-type: none"> <li>- Existing area includes both of the tool spaces in the main vehicle storage room to the south of the main office</li> <li>- Enclosed secured room</li> <li>- 10 foot clear height minimum</li> <li>- Wall racks for shovels, rakes, etc.</li> <li>- Shelves for small power hand tools</li> <li>- Floor space under shelves for medium size items</li> <li>- Two flammable storage cabinets for paint</li> <li>- Oversized door</li> </ul>

RECOMMENDATIONS / PUBLIC WORKS (CONT.)

Area/Room Name	Existing Space	Space Needs			Remarks
	Total Area (sf)	No. of Rooms	Room Size (sf)	Total Area	
Total Net Square Footage	9,005			29,280	
Multiplier for Corridors and Walls = +20%				5,856	
Gross Interior Square Footage of above listed rooms	9,853			35,136	
Gross Site Sq Footage.	47,219			142,474	<ul style="list-style-type: none"> <li>- Provide parking space for 10 vehicles</li> <li>- Space needs to be provided for future expansion of the garage</li> <li>- Space for black dirt, gravel, cold patch, and pea gravel</li> <li>- Fence in the area - existing sewer plant building currently</li> <li>- Provide space for a future salt and sand storage building. A small pole building with an 8 foot tall concrete wall around the perimeter to hold 15 CY of salt and 6 CY of sand. For the near future, the existing old sewer plant digester will be used</li> </ul>

# RECOMMENDATIONS / FACILITY RECOMMENDATIONS

## VILLAGE HALL BUILDING RECOMMENDATION

The current Village Hall building is an important building on a main street in Belleville and needs to remain viable. The building is in generally good condition but multiple floor levels and building additions make the building layout inefficient and inflexible for Village Hall business purposes. Reusing the building would require minimal investment to reconfigure and update the first floor however; an elevator would be required to provide access to all three floor levels. Locating an elevator on the existing site would be difficult and the current second floor space would be difficult to reconfigure. Future Village Hall space needs indicate that the building is undersized for the village department and a vertical addition may be cost prohibitive. Therefore, it is our recommendation that this building may be better suited for a commercial business or other use.

## LIBRARY BUILDING RECOMMENDATION

The current library building is in good shape (undersized for the library collection and programs) and the site can accommodate a building addition and parking. The library would better be served on one floor level to minimize staff increases in an expanded building; however, the library can work on two floor levels. This building is in a good location within the Village and worth reusing or repurposing for Village department needs.

## POLICE BUILDING RECOMMENDATION

The current building is in poor repair and in need of significant investment to continue use of the building for village police functions. The building layout is not good by modern police station standards and incorporating security may not be possible. The building is considerably undersized for the current and future space needs of the department and the site cannot handle a significant expansion therefore it is our recommendation that this building may be better suited for another use.

## PUBLIC WORKS BUILDING RECOMMENDATION

The current public works building is simple and in good repair, but undersized for current and future space needs for the department. The site does not accommodate all necessary outside material, equipment and storage needs. Public works is currently using the old water treatment plant for outside storage. The current building site is highly desirable, along a main street and the river corridor, and better suited for commercial or another use.



# RECOMMENDATIONS / PROPOSED FACILITY OPTIONS

<b>OPTION 1</b>	Combined P, L, VH	Freestanding PW		
<b>OPTION 2</b>	Combined P, VH	Freestanding L	Freestanding PW	
<b>OPTION 3</b>	Combined L, VH	Freestanding P	Freestanding PW	
<b>OPTION 4</b>	Freestanding P	Freestanding L	Freestanding VH	Freestanding PW

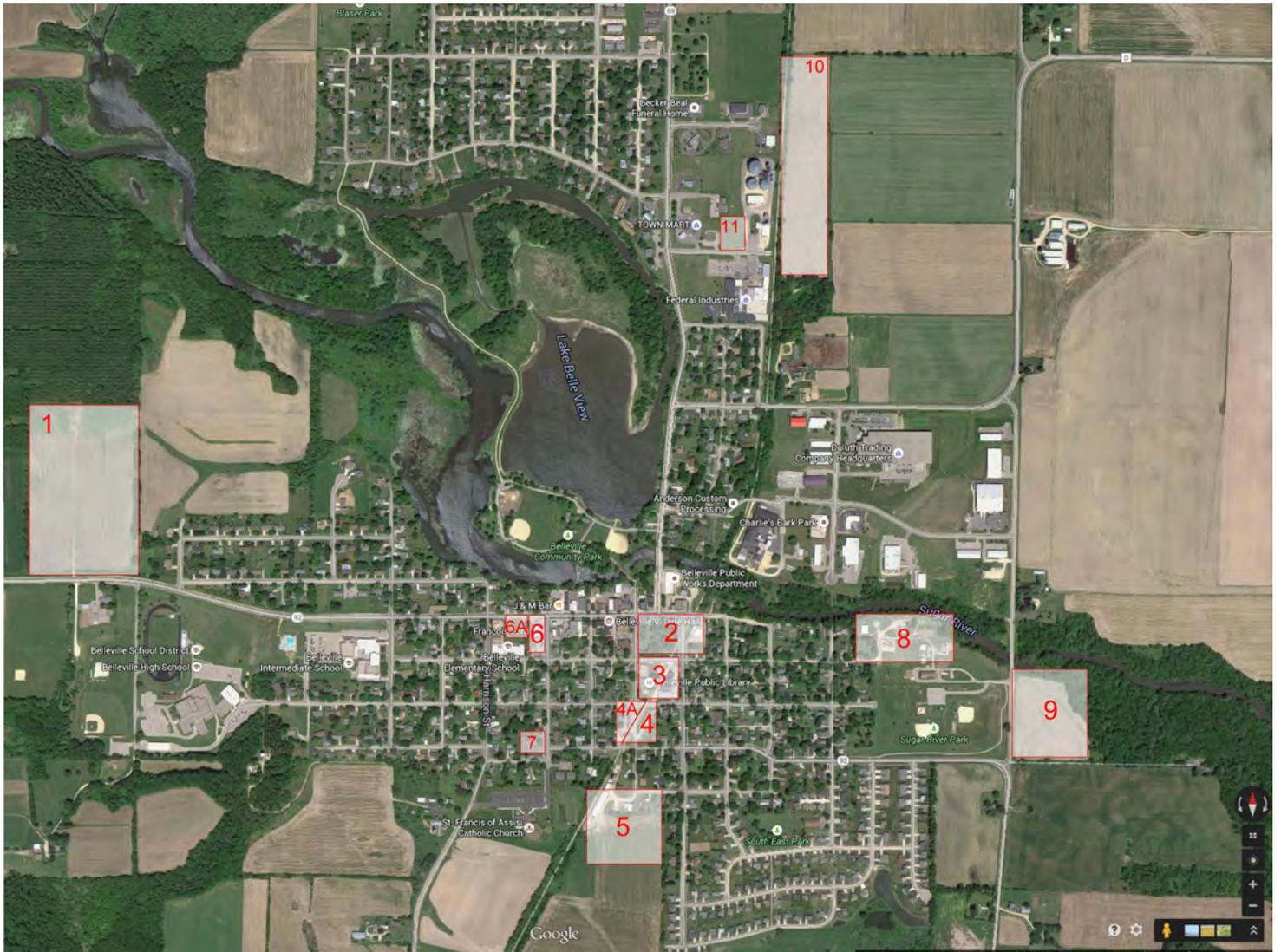
## KEY

Police	(P)
Library	(L)
Village Hall	(VH)
Public Works	(PW)



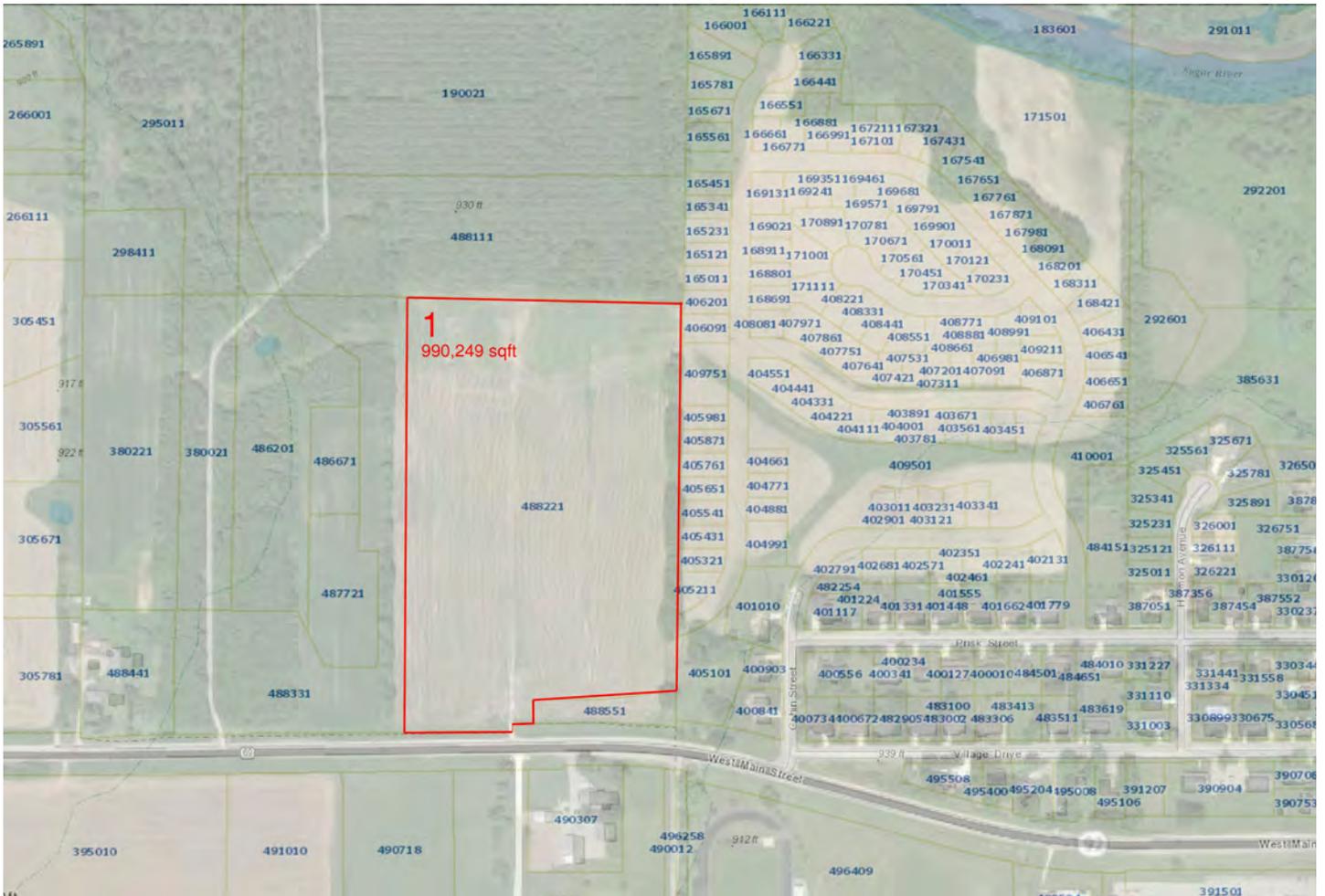
# RECOMMENDATIONS / POTENTIAL BUILDING SITES

## OVERALL SITE MAP



RECOMMENDATIONS / POTENTIAL BUILDING SITES (CONT.)

SITE 1



SITE 2



RECOMMENDATIONS / POTENTIAL BUILDING SITES (CONT.)

SITES 3 & 4

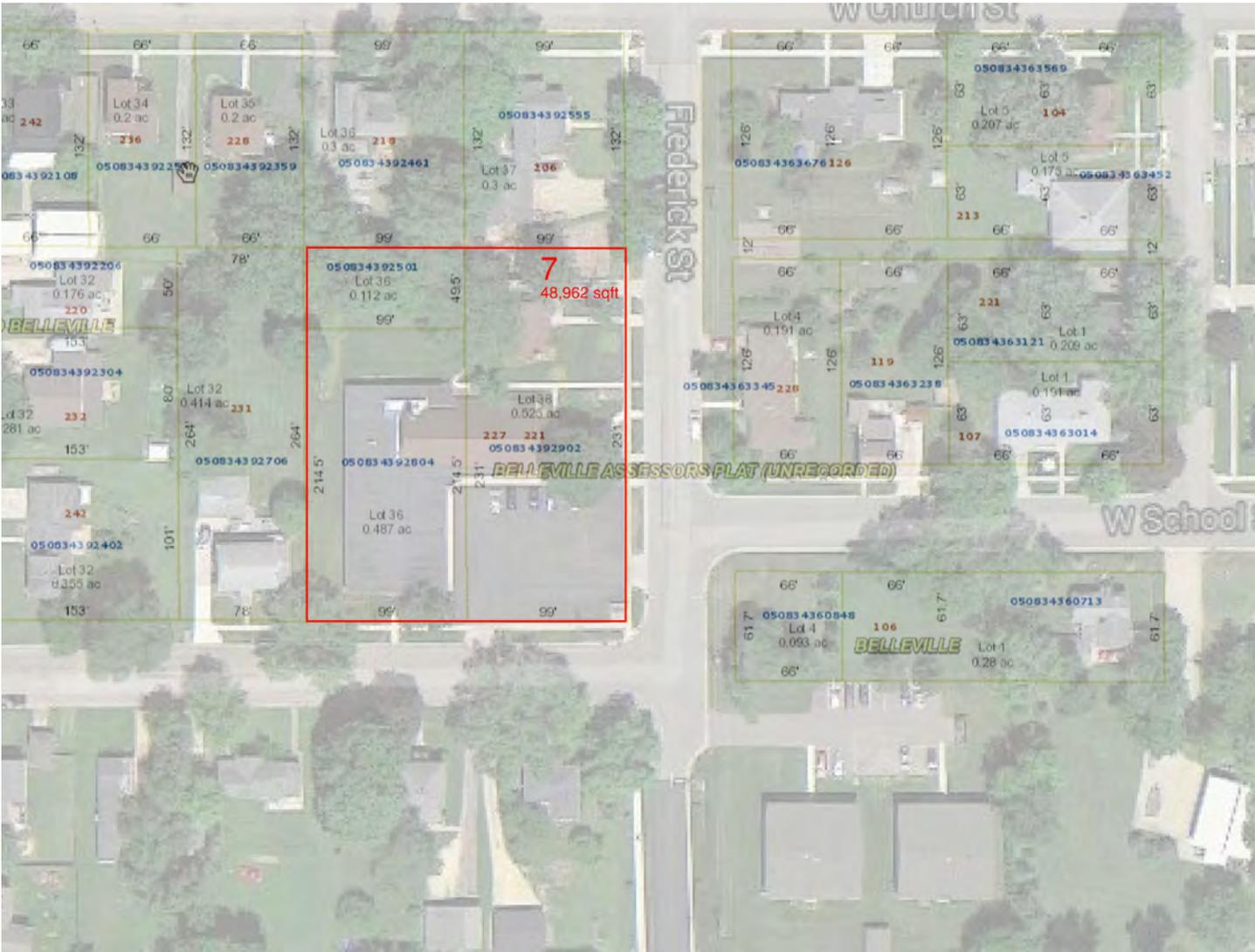


SITE 5





SITE 7

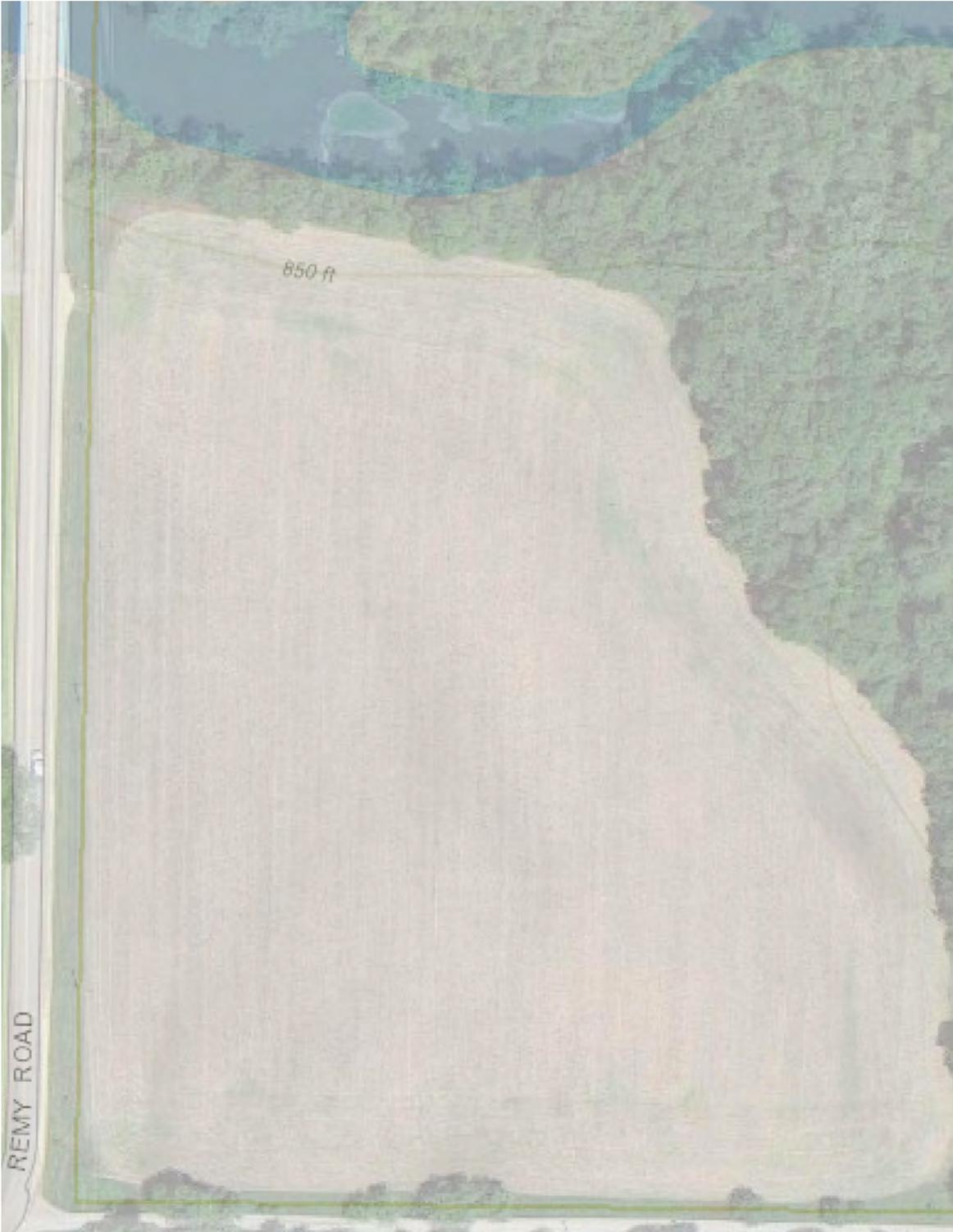


RECOMMENDATIONS / POTENTIAL BUILDING SITES (CONT.)

SITE 8



SITE 9

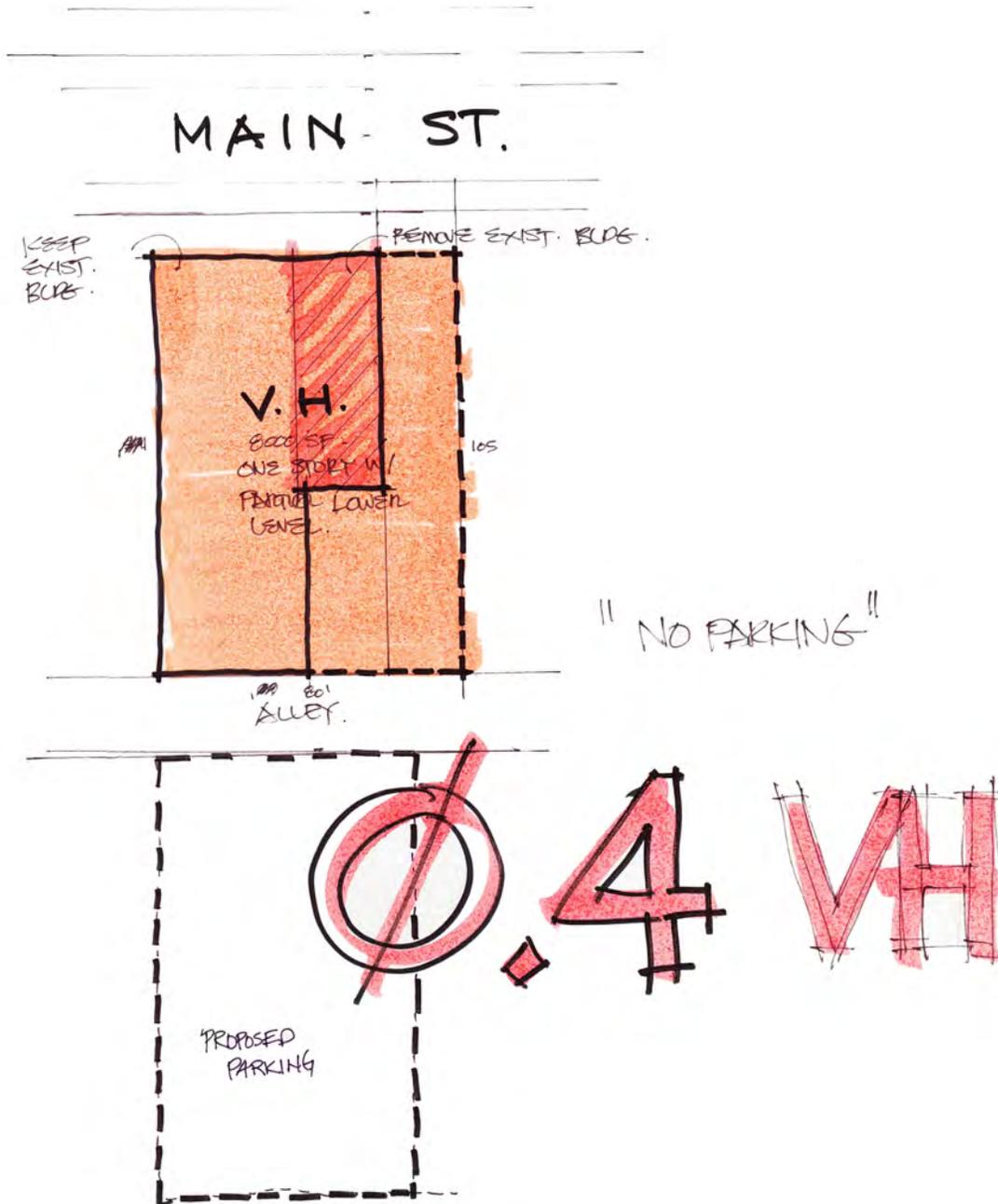


RECOMMENDATIONS / POTENTIAL BUILDING SITES (CONT.)

SITE 10



# RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS





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563.583.4900

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Pros and Cons Sheet  
2015-6-29**

Ø. 4. VH  
EXISTING  
Cons/Dislikes  
LOCATION.

Pros/Likes

Cons/Dislikes



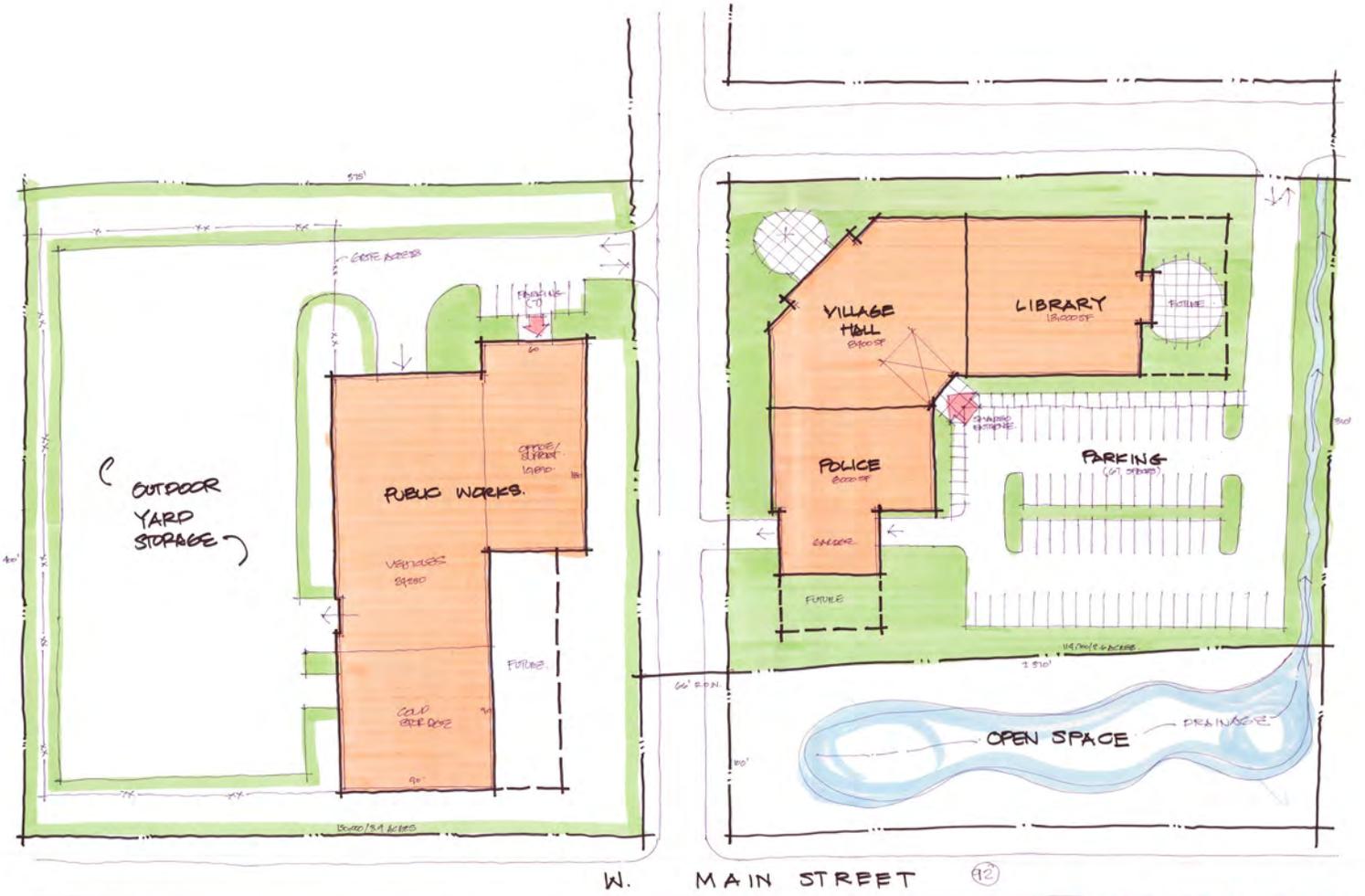
Concerns

What will happen to 'old' buildings  
- who will buy/lease/rent



do not need that many parking spaces.

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)



1.2 PLVH



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508-813-4900

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1.2 PLY

Pros/Likes

Cons/Dislikes

Space to grow  
center of downtown

Too far out of town

Can have share space to have municipal building  
Like layout a lot. Location too far.  
nice layout how ever residential?

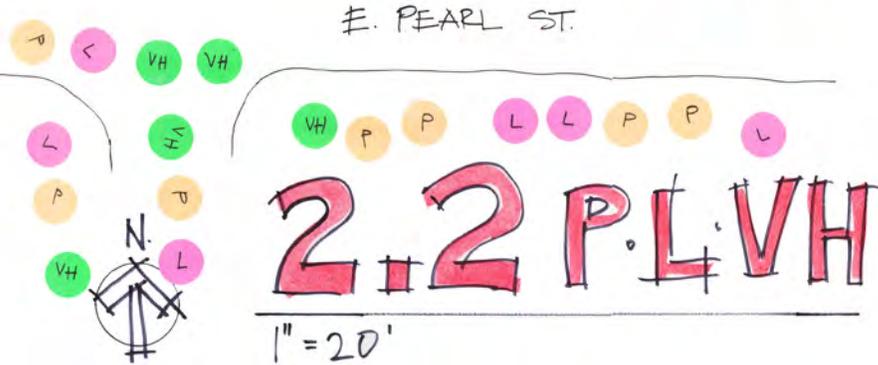
Too far from downtown

safety - kids/highway

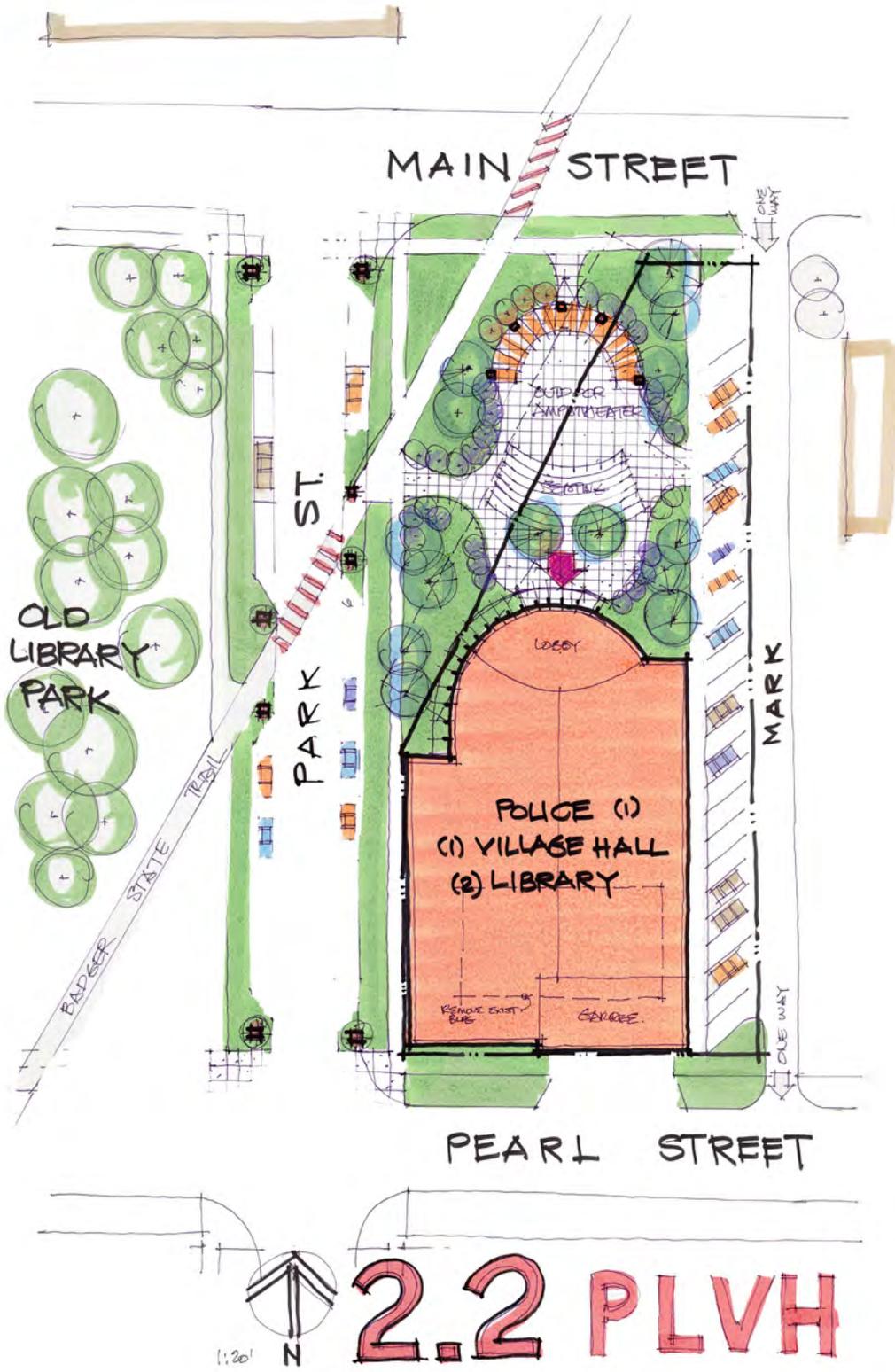
Too far out of downtown - kids

would be center of town if  
expansion occurs there

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)



RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





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2.2 P.L.VH

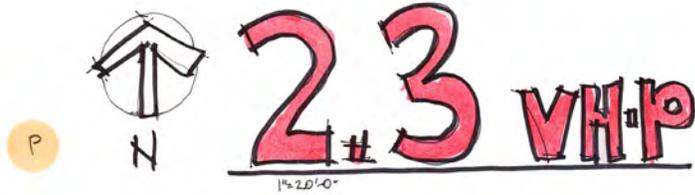
Pros/Likes

Cons/Dislikes

· Alternative site for L.P.VH  
Very Cost effective!  
good economic development.  
would be less expensive to heat & cool

cross highway to get  
to library  
too little parking  
spaces

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





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Pros and Cons Sheet  
2015-6-29**

2.3 VHP

Pros/Likes

Cons/Dislikes

Has possibilities. Streets are a bit busy  
but will usually have less foot traffic  
(except elections).  
Like it

Most possible of all

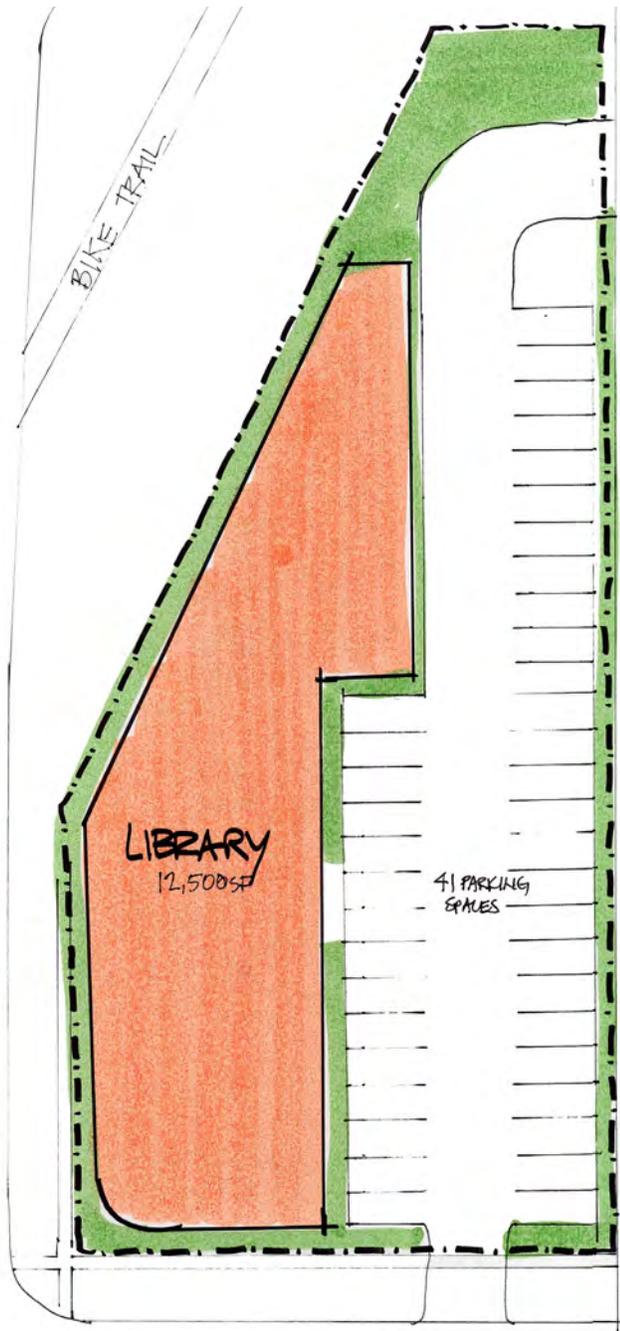
Really Good!

It would be nice to invest in the blocks around  
The Park.

David Starnes, Mayor  
Tiffany Lusk  
Bridget E. Jones  
Designers: [unclear]

Continued on Page 10 | [unclear]

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)



**2#4L**  
1"=20'-0"



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2015-6-29**

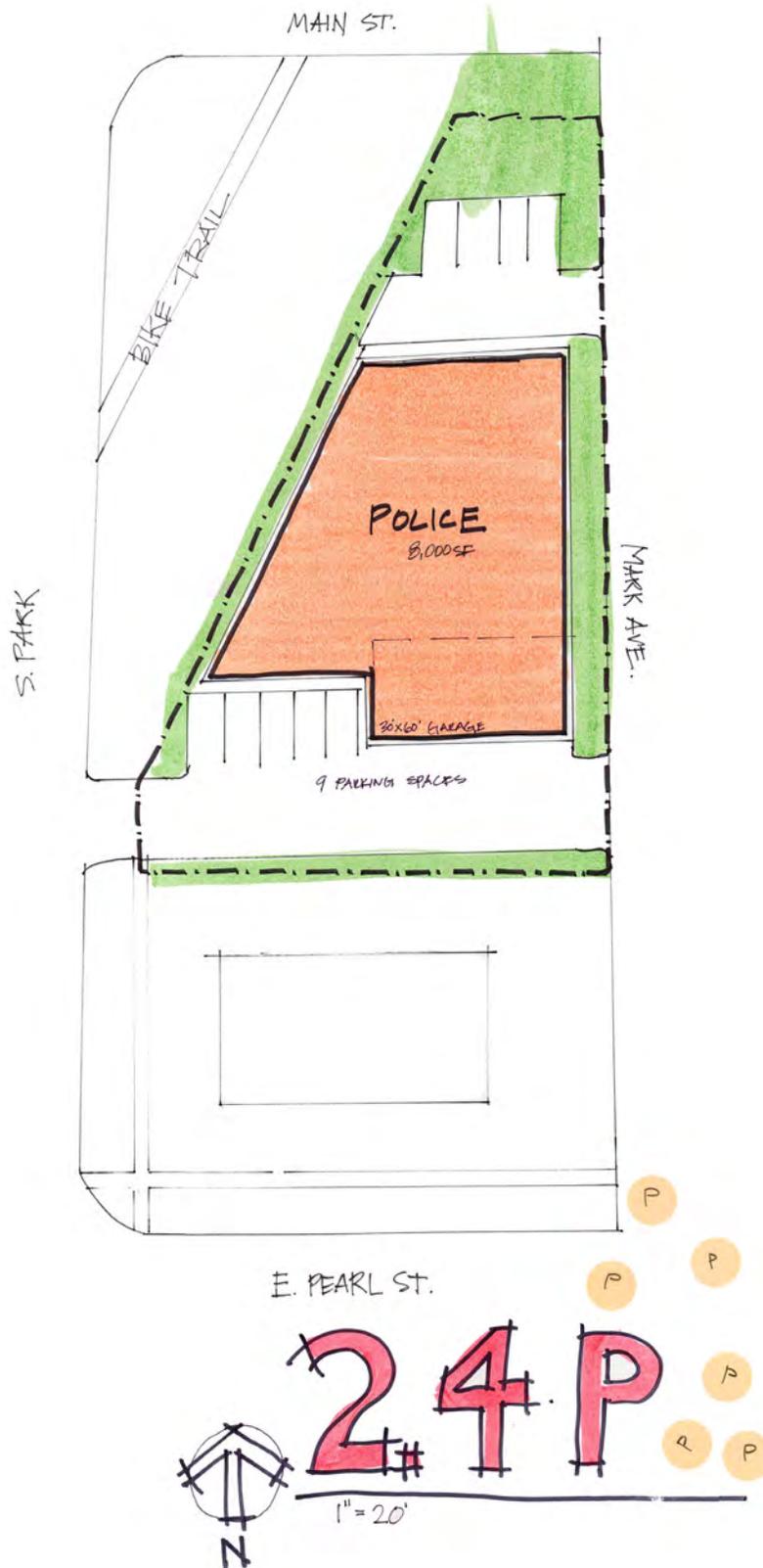
2.4 L

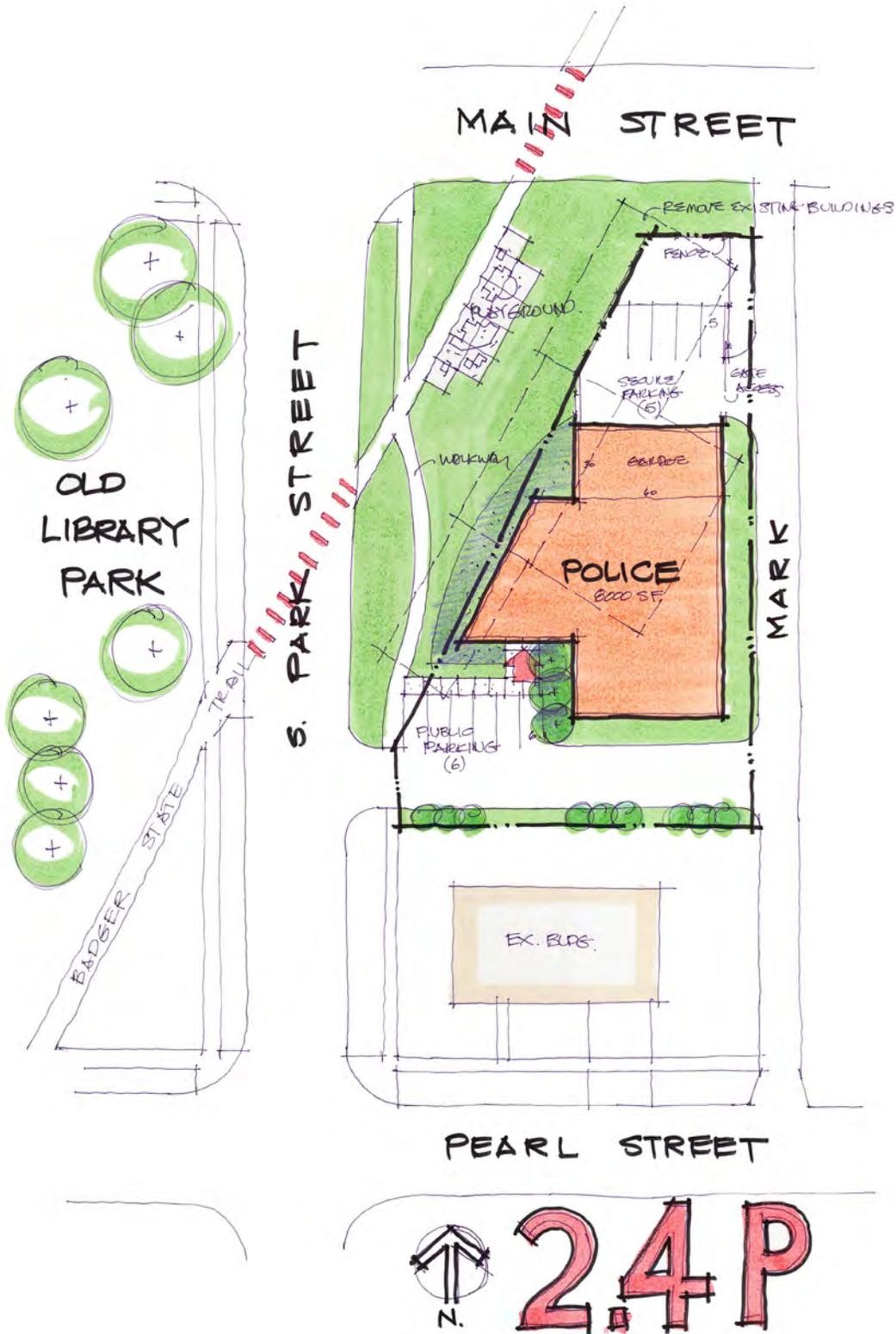
Pros/Likes

Cons/Dislikes

- Hard to supervise - sight lines
- Library too long + narrow

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)







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Pros and Cons Sheet  
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2.4 P

Pros/Likes

Cons/Dislikes

For just police, like this building here best.  
Be nice to combine departments  
Police on single/separate site = good

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





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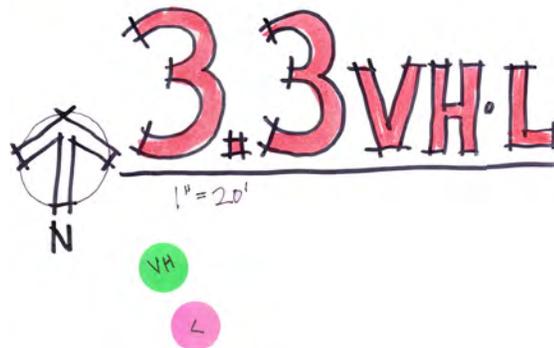
3/4

**Pros/Likes**

**Cons/Dislikes**

Great access to the path  
opportunity for phasing  
Increase value of Depot

Lack of parking





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Pros and Cons Sheet  
2015-6-29**

3.3 VH-L

Pros/Likes

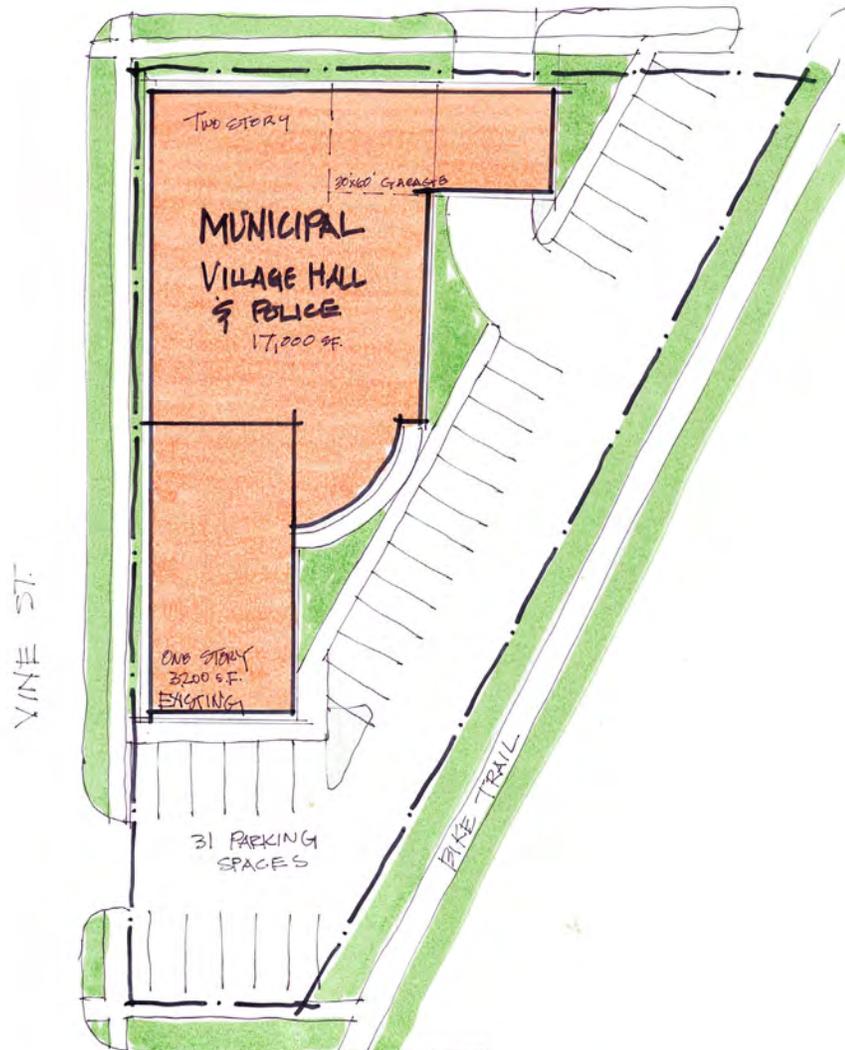
Use of existing site/library  
shared space

Cons/Dislikes

Too much parking along  
trail  
Two stories

Address: \_\_\_\_\_  
City: \_\_\_\_\_  
State: \_\_\_\_\_  
Zip: \_\_\_\_\_

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E. CHURCH ST.





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Dubuque, Iowa 52001  
563 863 4900

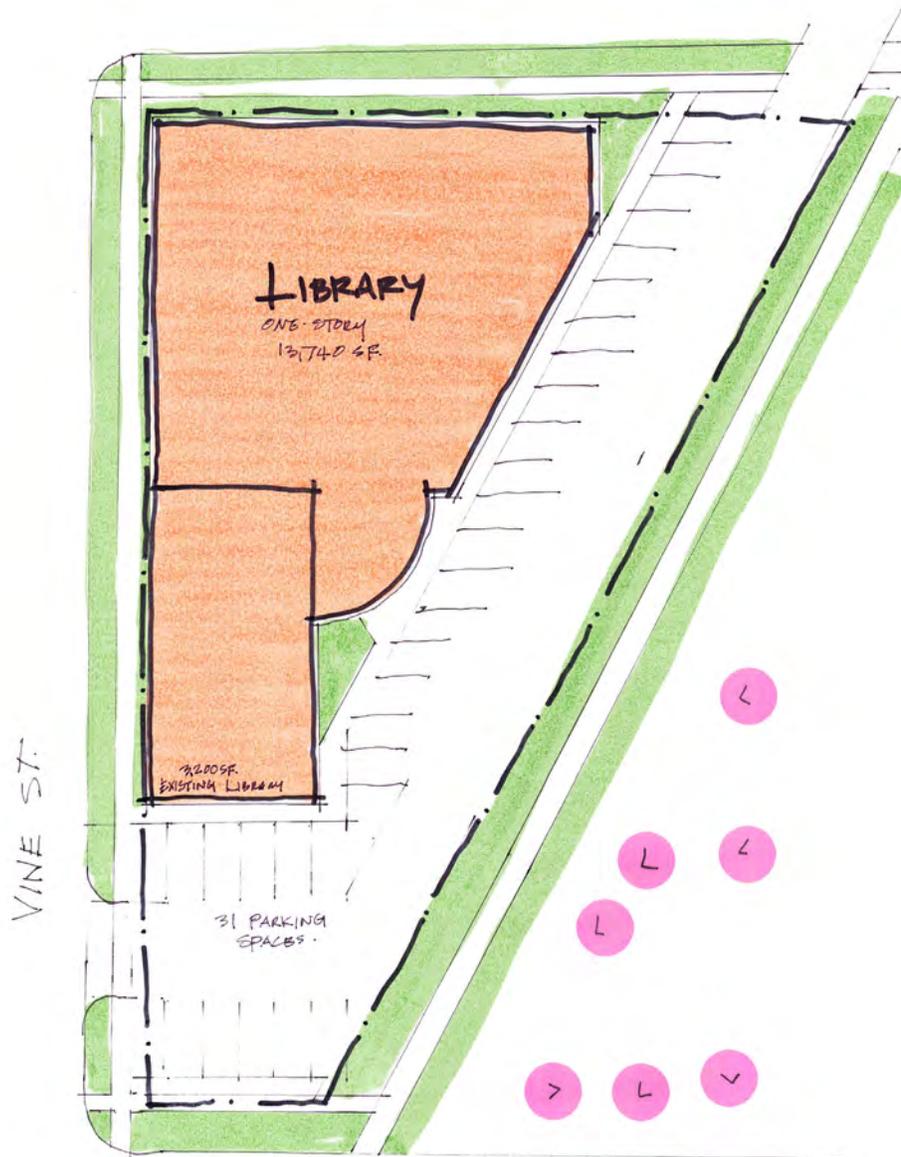
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2015-6-29**

3.3 V.H.P

Pros/Likes

Cons/Dislikes

two stories  
not efficient  
add stairs?



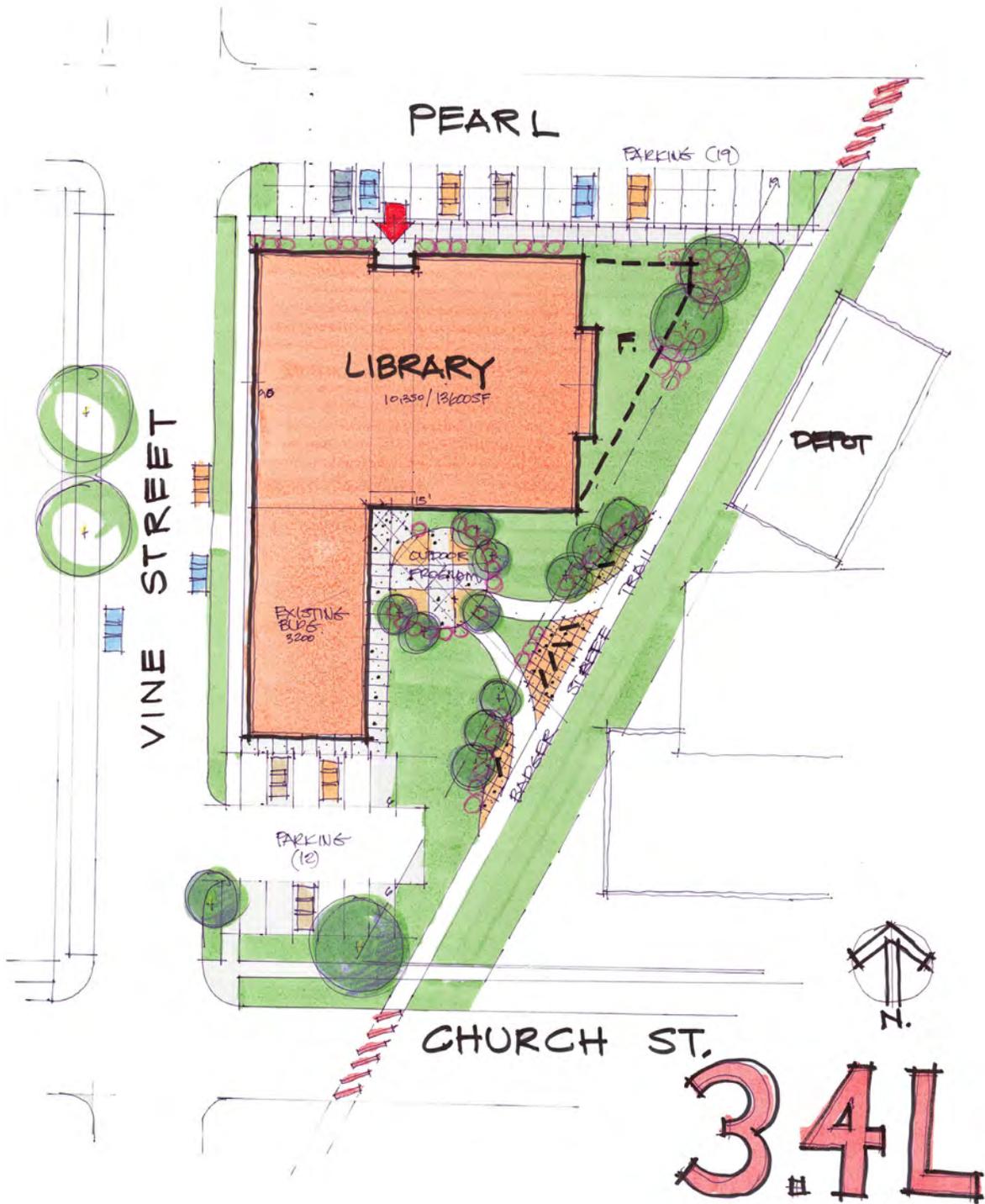
E. CHURCH ST.



3.4L

1" = 20'

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





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2015-6-29**

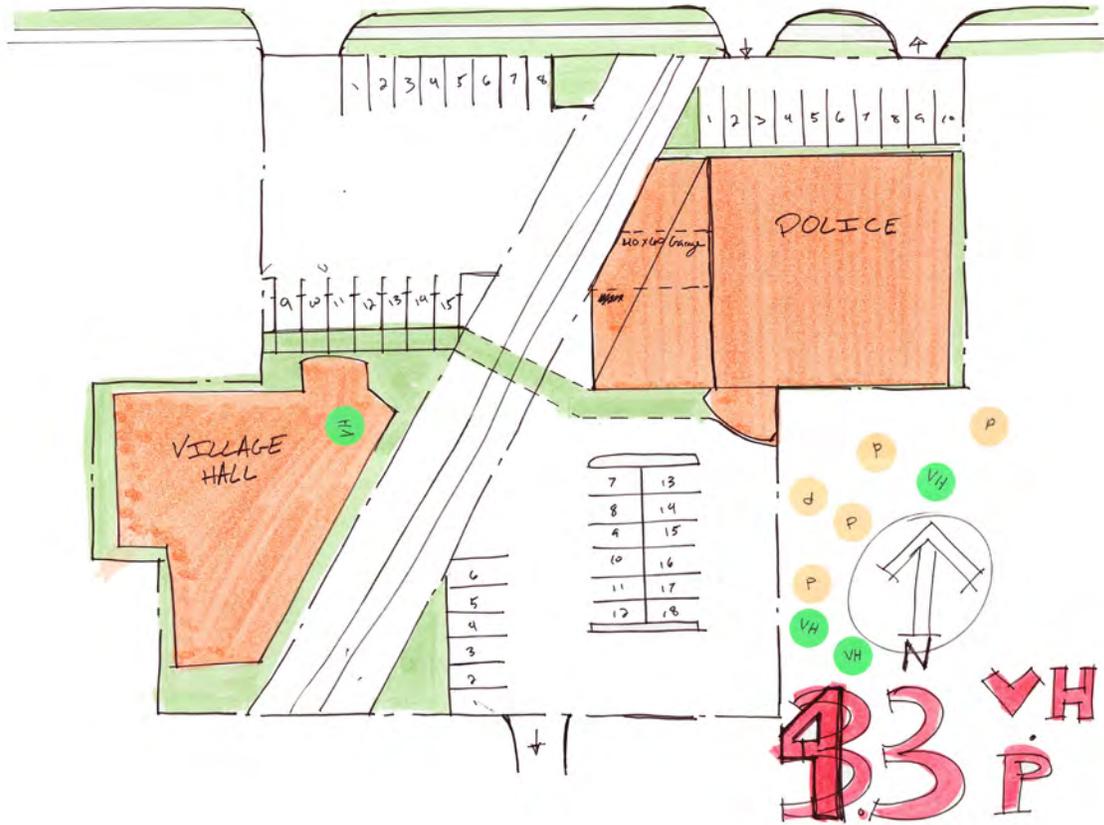
3.4 L

Pros/Likes

Cons/Dislikes

gives good close parking  
Good visibility from Main St.  
as landmark + close to Library Park  
would really be nice across trail from a  
restaurant or bar at the depot.  
maybe a parklike landscape around  
trail at depot + library.

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





4.3<sup>VH</sup>  
P



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Pros and Cons Sheet  
2015-6-29**

4.3 V.H.P

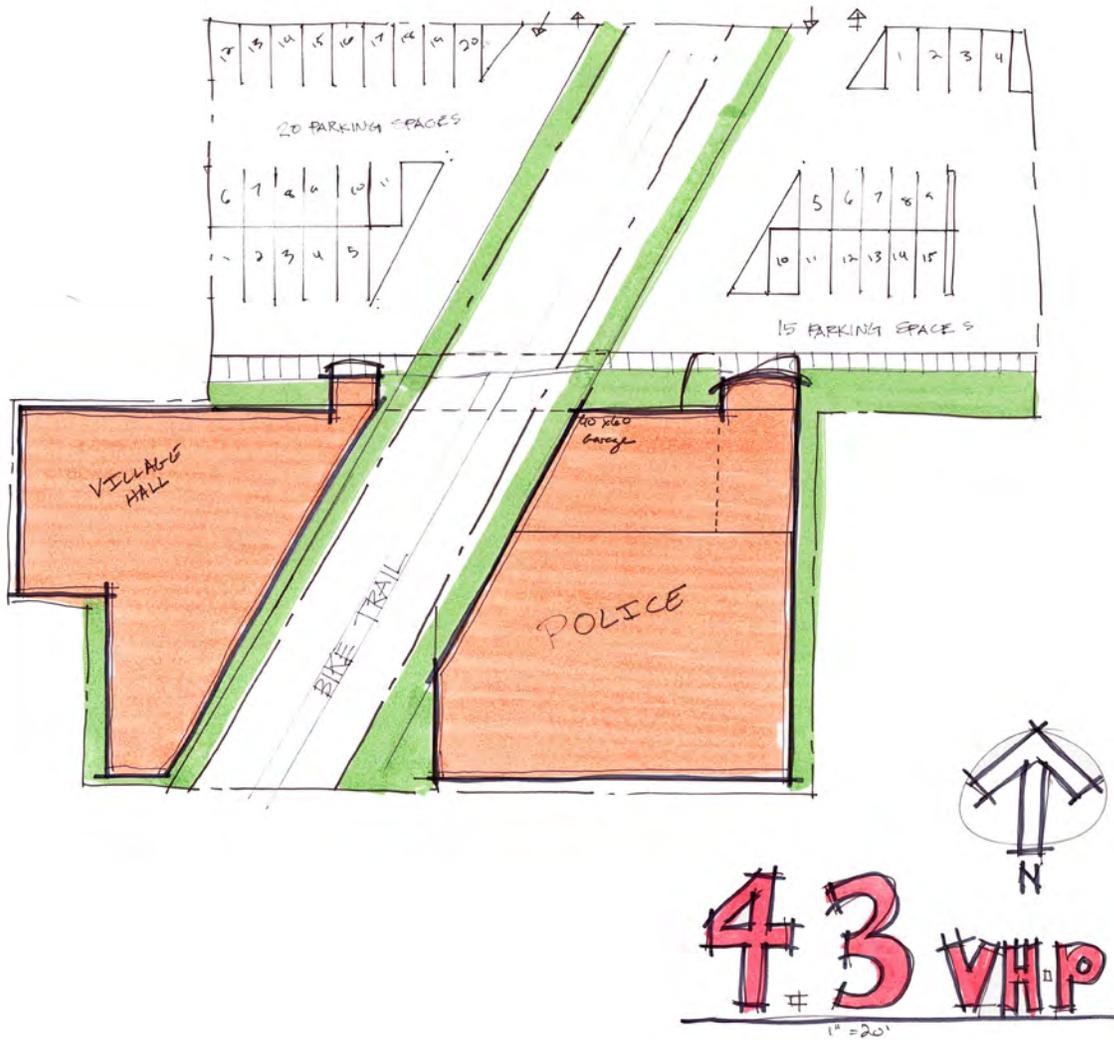
Pros/Likes

Cons/Dislikes

Like this layout best.  
Tie in to trail system

too much parking

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





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Pros and Cons Sheet  
2015-6-29**

4.3 V.H.P

Pros/Likes

Cons/Dislikes

- Lots of parking if paired w/ Library at 34L
- like a lot; eliminates blight. Can be phased.
- Too much parking



4.3 VHP



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Pros and Cons Sheet  
2015-6-29**

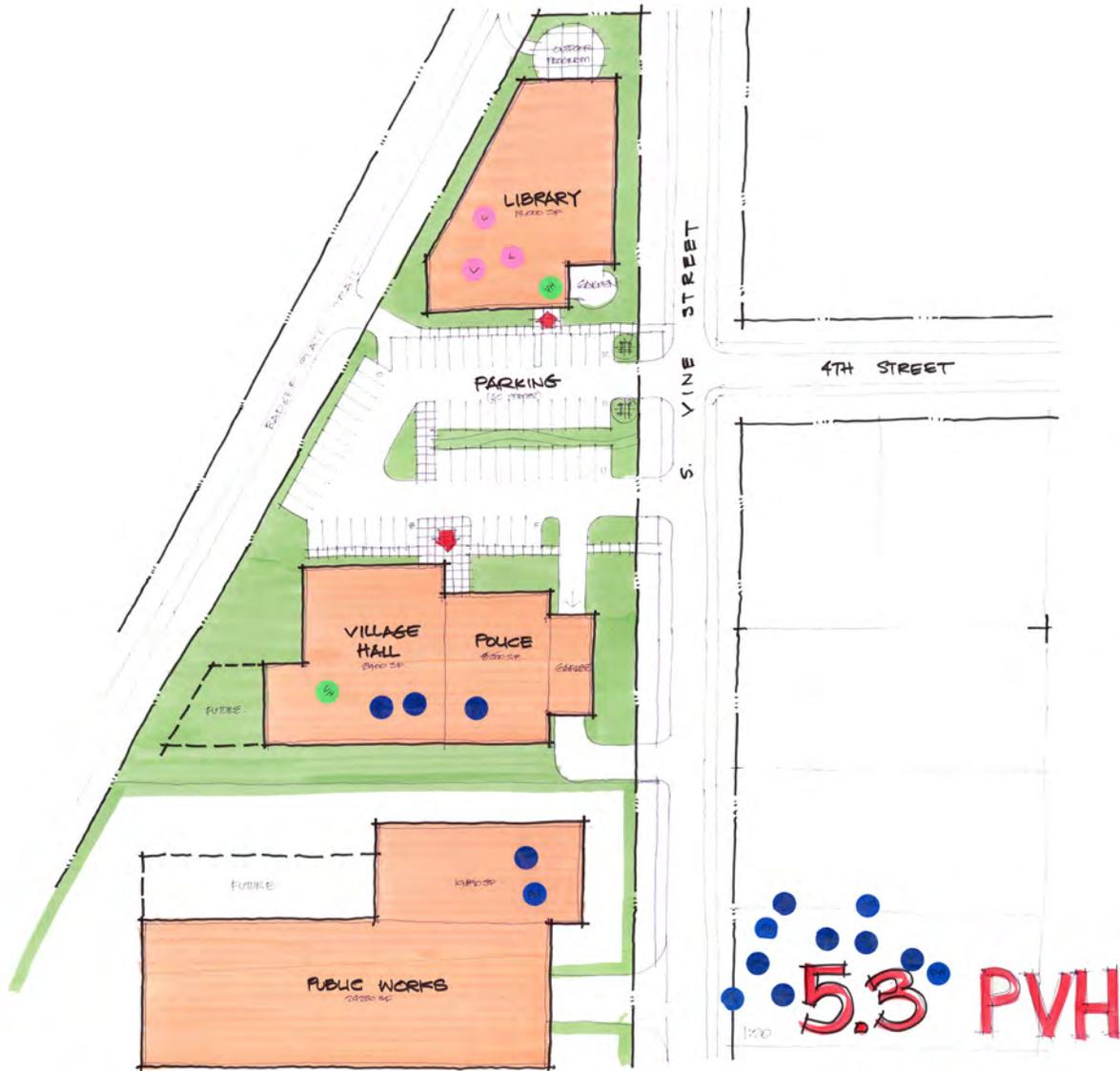
4.3 VHP

Pros/Likes

Cons/Dislikes

Too much parking

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)



RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





FEH Associates Inc.  
Architecture | Structural Engineering | Interiors

1030 Main Street  
Dubuque, Iowa 52001  
563 583 4000

**Village of Belleville  
Municipal Study  
Design Charrette & Public Meetings  
Pros and Cons Sheet  
2015-6-29**

5.3 P.V.H

Pros/Likes

Cons/Dislikes

one of my favorites. Accessible, campus  
Eliminates blight.

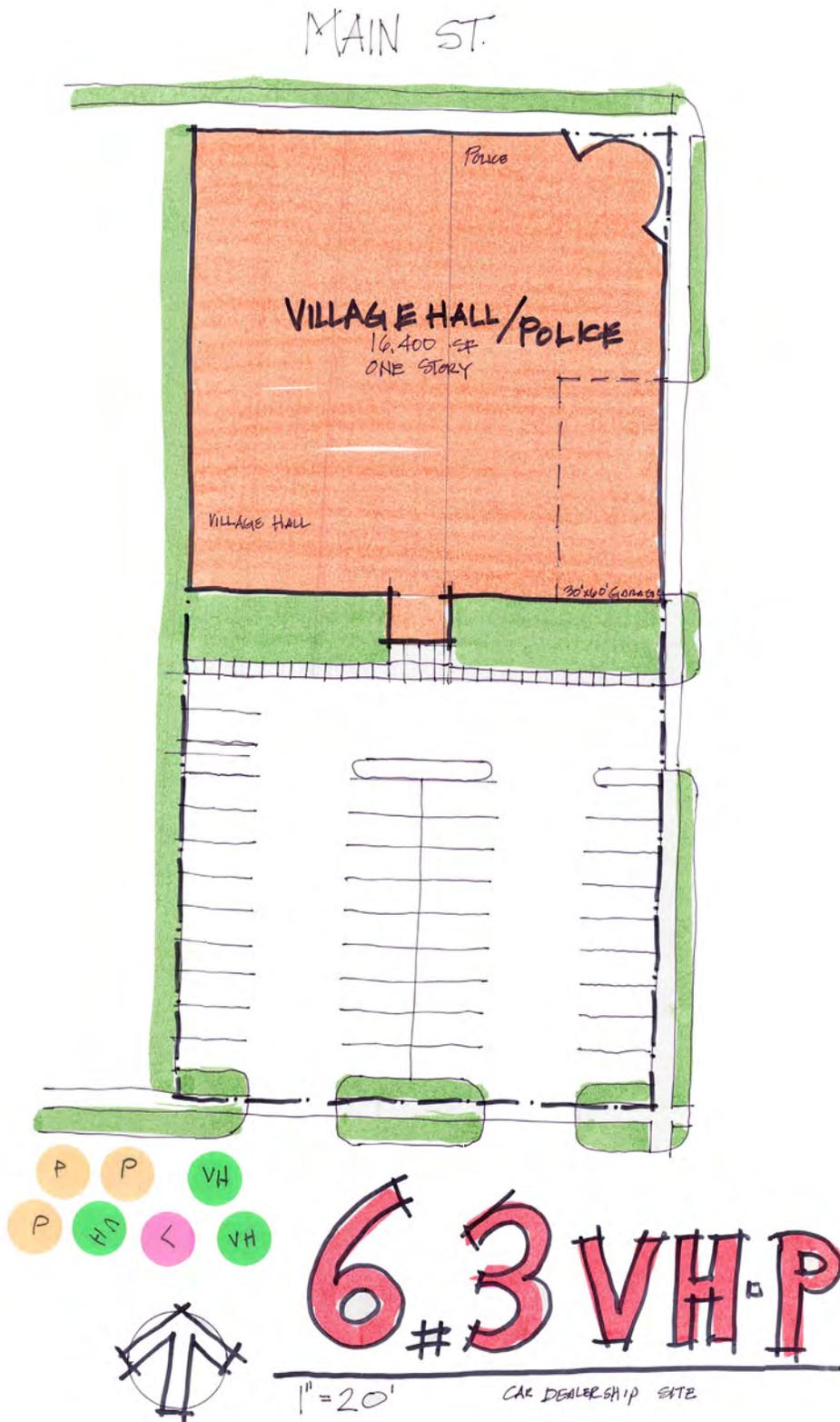
Like green space by library

Not in view of downtown

Prefer for public works only

Noisy adjacent to residential

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





FEH Associates Inc.  
Architecture | Structural Engineering | Interiors

1000 Main Street  
Dubuque, Iowa 52001  
563 583 4900

**Village of Belleville  
Municipal Study  
Design Charrette & Public Meetings  
Pros and Cons Sheet  
2015-6-29**

6.3 V.H.P

Pros/Likes

Cons/Dislikes

like better for V.H.P. utilitarian. Good Location. Kinda bland.

Too much parking  
Not the best site for these spaces

1000 Main Street  
Dubuque, Iowa 52001  
563 583 4900

1000 Main Street | Dubuque, Iowa 52001

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)

MAIN ST.



64L

1" = 20'

CAR DEALERSHIP SITE



FEH Associates Inc.  
Architecture | Structural Engineering | Interiors

1030 Main Street  
Cedar Rapids, Iowa 52001  
563 553 4500

**Village of Belleville  
Municipal Study  
Design Charrette & Public Meetings  
Pros and Cons Sheet  
2015-6-29**

6.4L

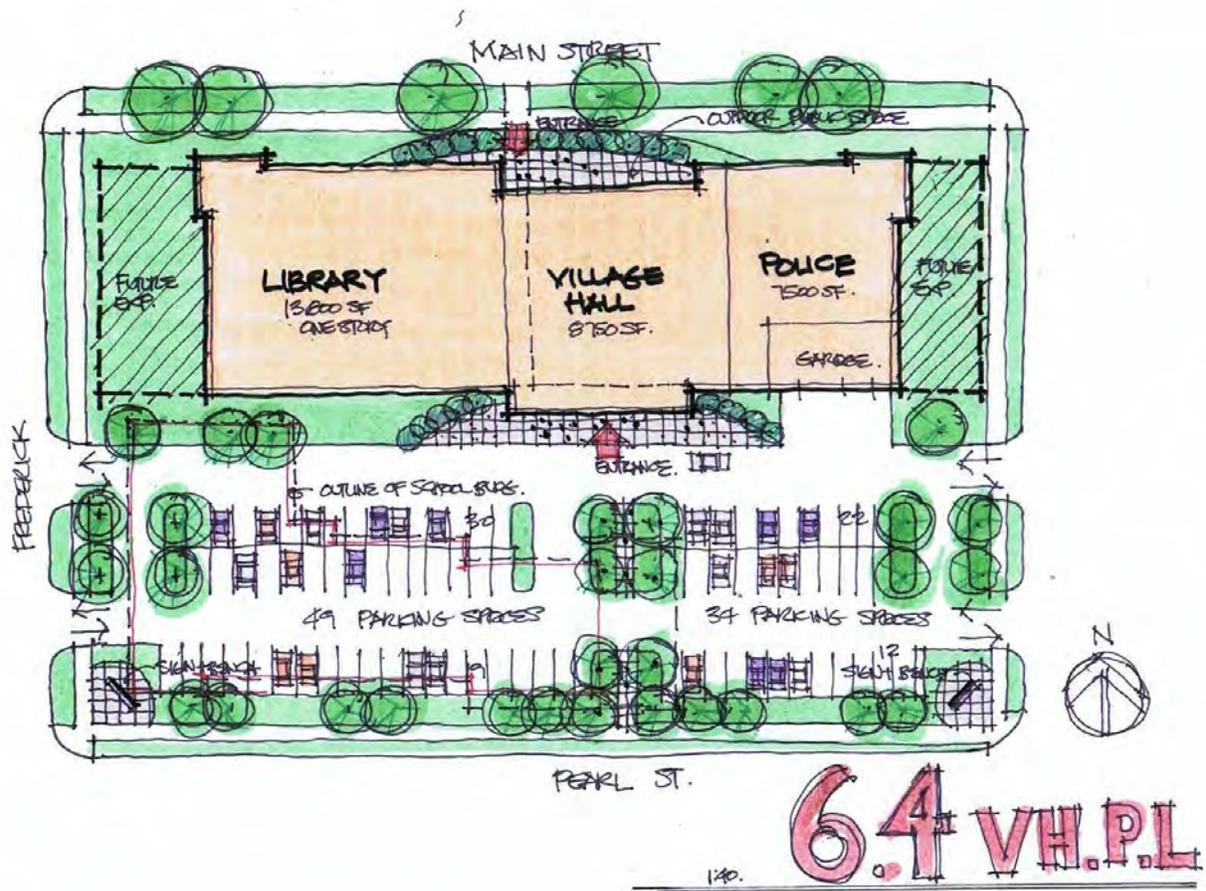
Pros/Likes

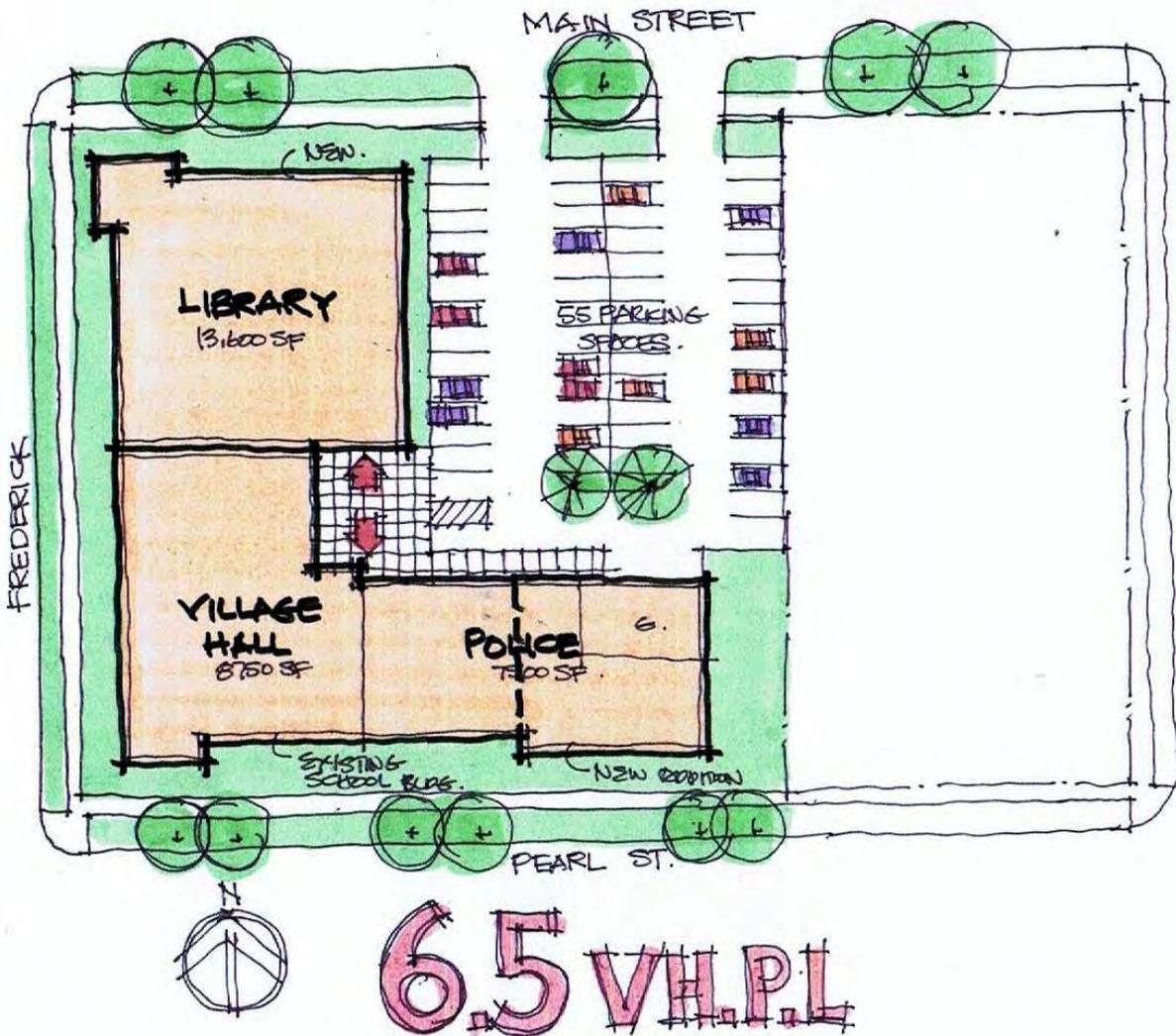
Cons/Dislikes

provides parking for downtown

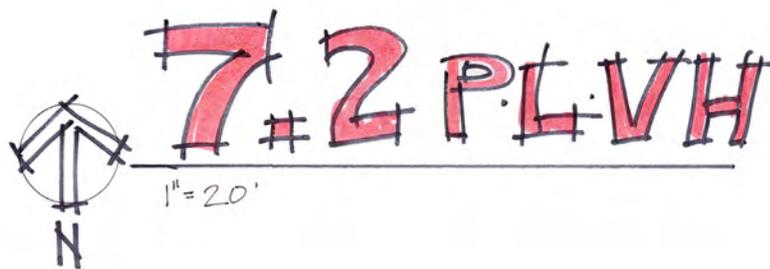
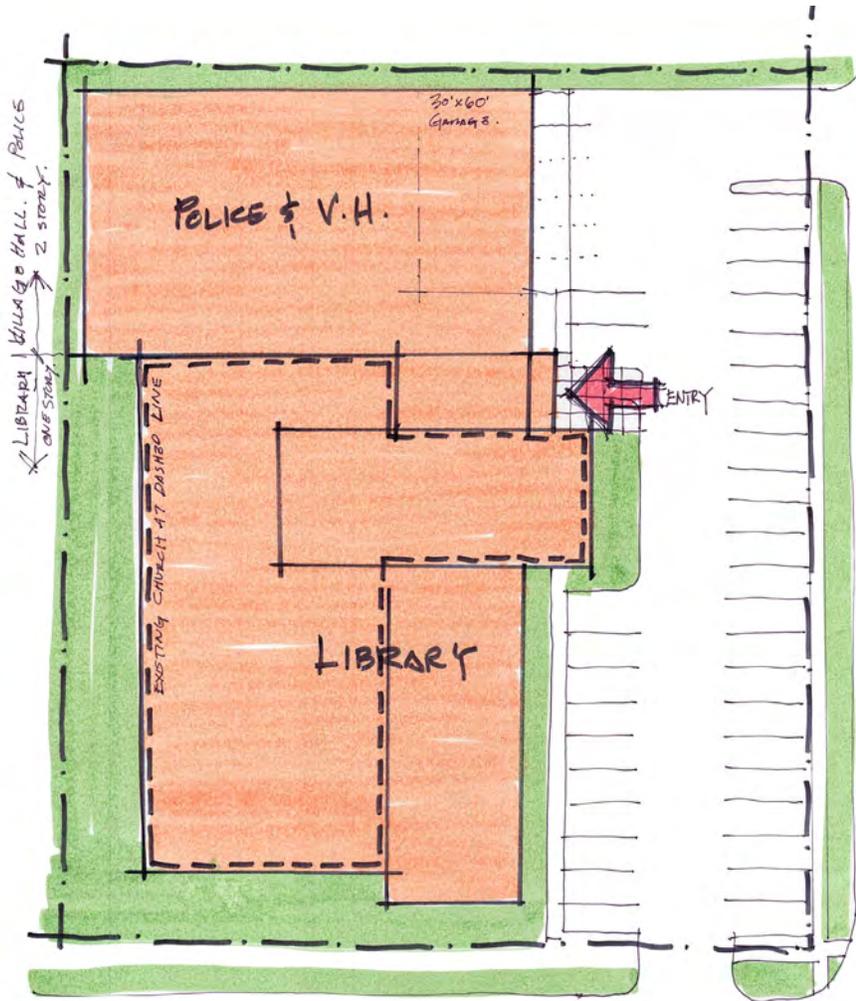
Is this land available?

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





FEH Associates Inc.  
Architecture | Structural Engineering | Interiors

1000 Main Street  
Dubuque, Iowa 52001  
563-563-4000

**Village of Belleville  
Municipal Study  
Design Charrette & Public Meetings  
Pros and Cons Sheet  
2015-6-29**

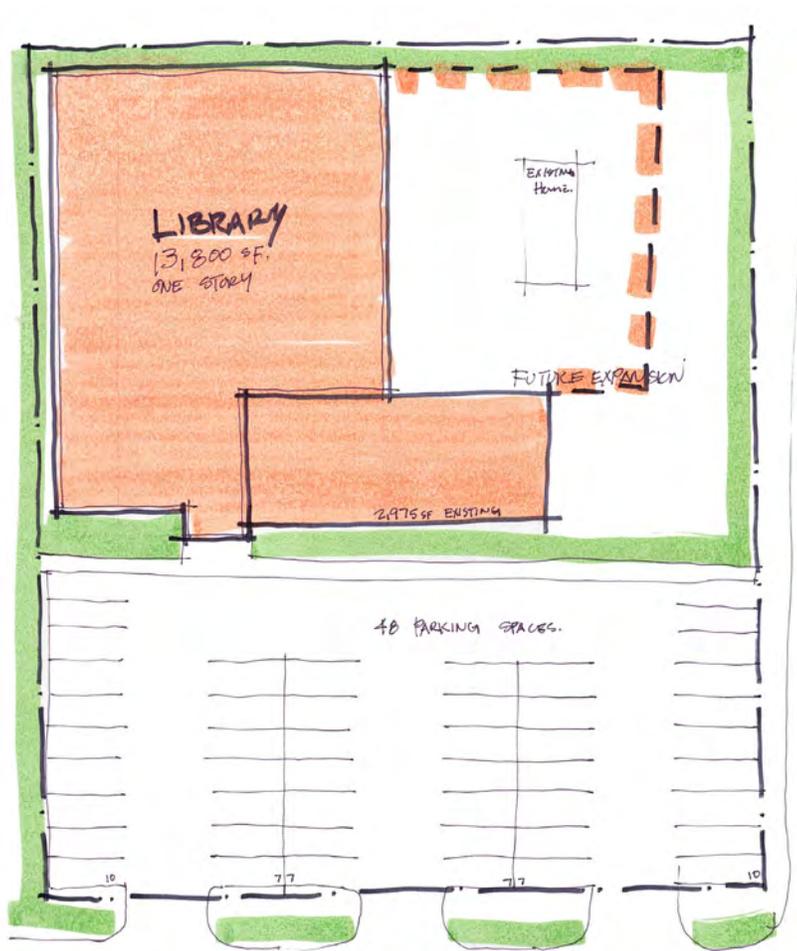
7.2 P. LVH

Pros/Likes

Cons/Dislikes

- Doesn't enhance/support down town
- condition of old building - structural supports?

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)



**7.4L**  
1" = 20'



FEH Associates Inc.  
Architecture | Structural Engineering | Interiors

1030 Main Street  
Dubuque, Iowa 52001  
562 383.4900

**Village of Belleville  
Municipal Study  
Design Charrette & Public Meetings  
Pros and Cons Sheet  
2015-6-29**

7.4.L

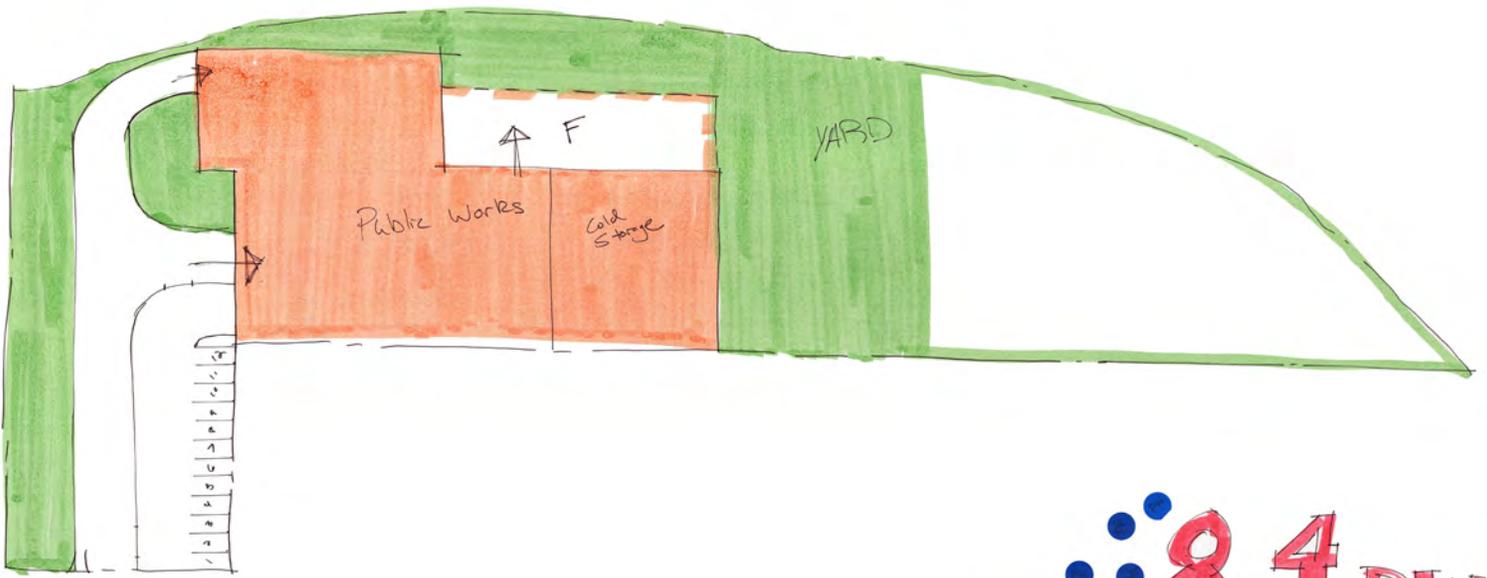
Pros/Likes

Cons/Dislikes

Location 50/50. Church building could allow for a unique public space.

Will this support library loading?

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)



8.4 PW



FEH Associates Inc.  
Architecture | Structural Engineering | Interiors

1030 Main Street  
Dubuque, Iowa 52001  
563.583.4900

**Village of Belleville  
Municipal Study  
Design Charrette & Public Meetings  
Pros and Cons Sheet  
2015-6-29**

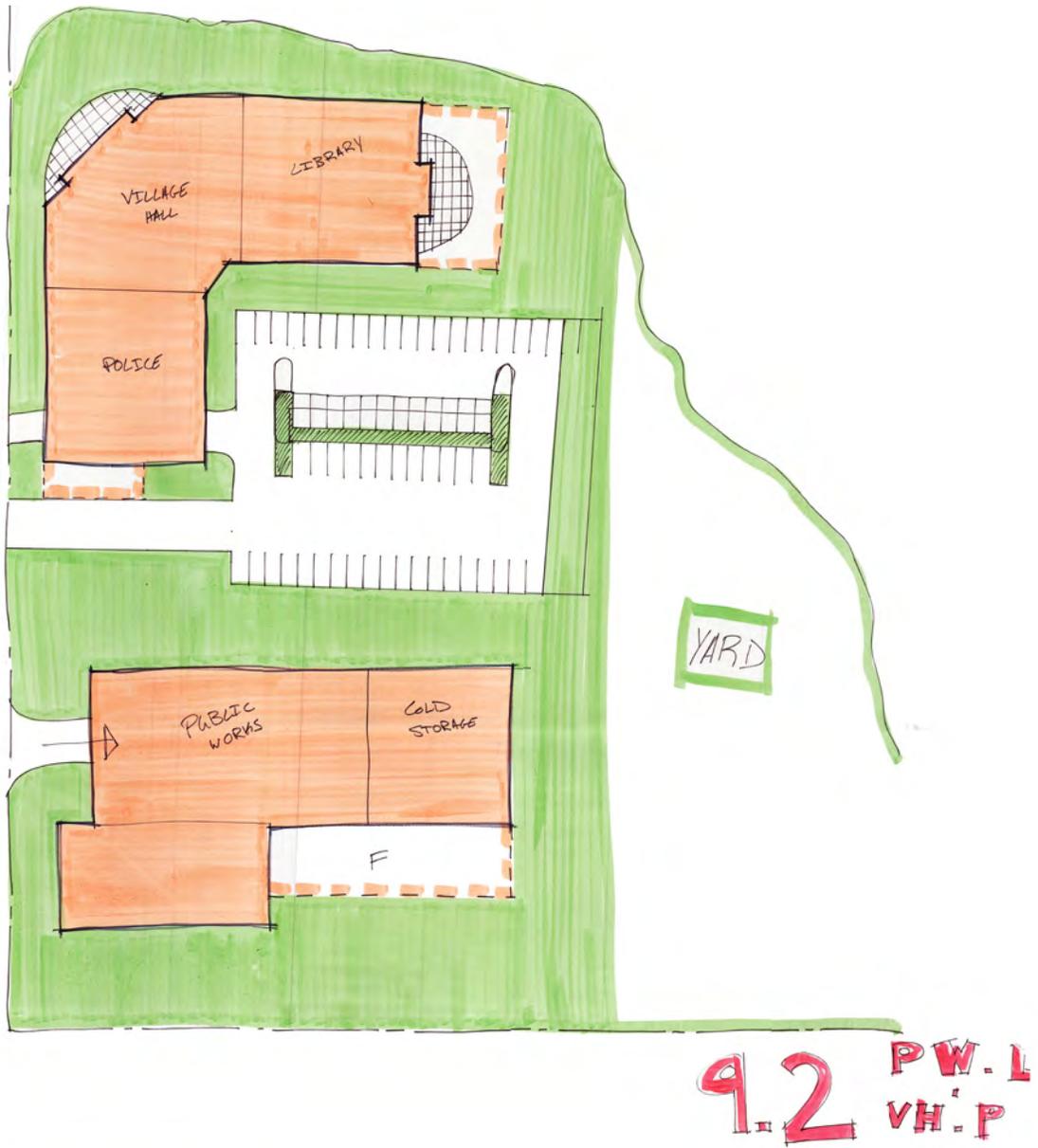
8.4 P.W

Pros/Likes

Cons/Dislikes

In flood plane  
Too small

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)







FEH Associates Inc.  
Architecture | Structural Engineering | Interiors

1030 Main Street  
Dubuque, Iowa 52001  
563.583.4900

**Village of Belleville  
Municipal Study  
Design Charrette & Public Meetings  
Pros and Cons Sheet  
2015-6-29**

9.2 V.H.P.  
L.P.W

Pros/Likes

Cons/Dislikes

In a floodplain  
Too far outside  
town

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





FEH Associates Inc.  
Architecture | Structural Engineering | Interiors

1030 Main Street  
Dubuque, Iowa 52001  
563.583.4000

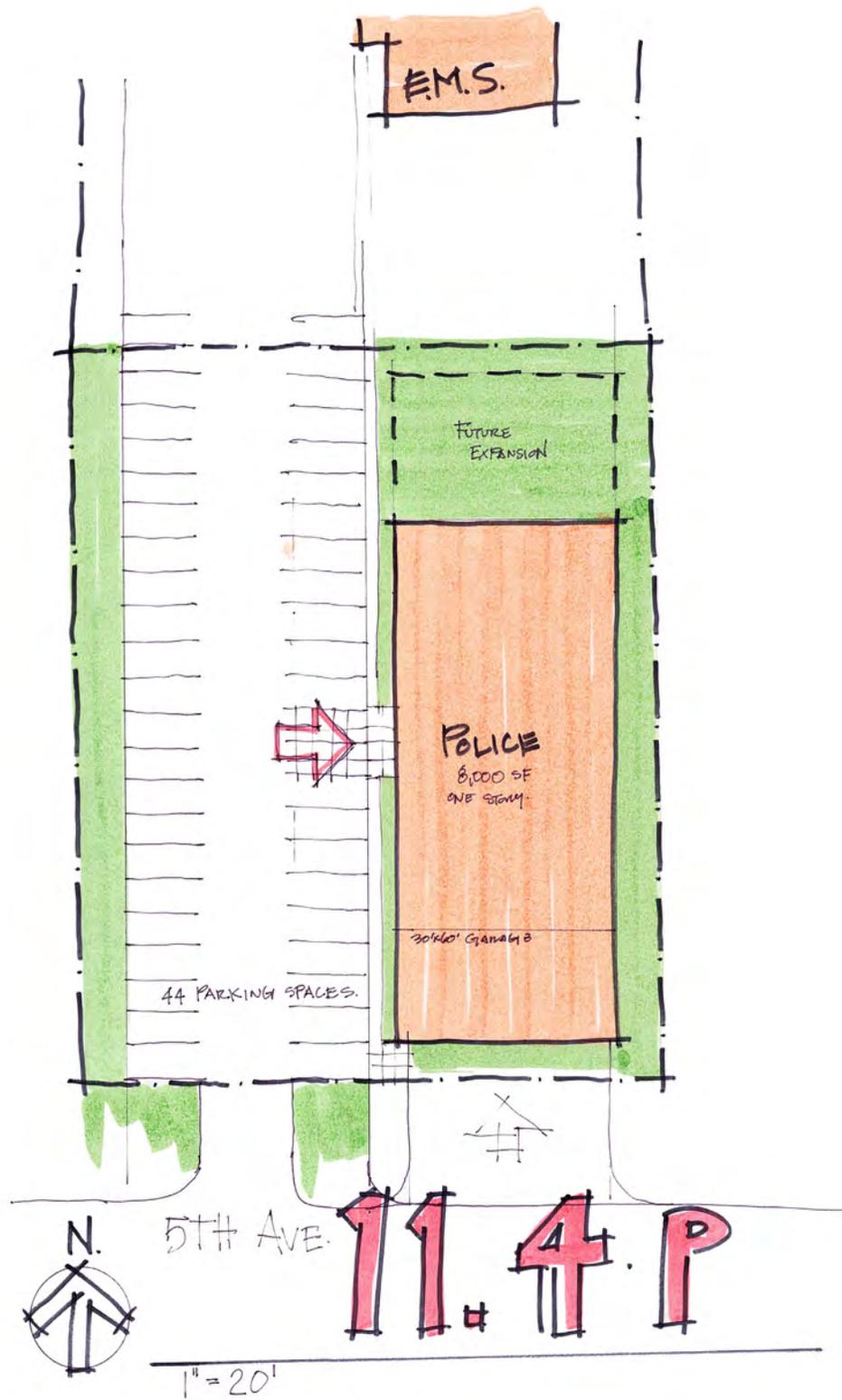
**Village of Belleville  
Municipal Study  
Design Charrette & Public Meetings  
Pros and Cons Sheet  
2015-6-29**

10.2

Pros/Likes

Cons/Dislikes

No/Difficult access  
Too far away  
No Cemetery expansion  
Police difficult access  
for highway





FEH Associates Inc.  
Architecture | Structural Engineering | Interiors

1030 Main Street  
Dubuque, Iowa 52001  
563.581.4300

**Village of Belleville  
Municipal Study  
Design Charrette & Public Meetings  
Pros and Cons Sheet  
2015-6-29**

11.4P

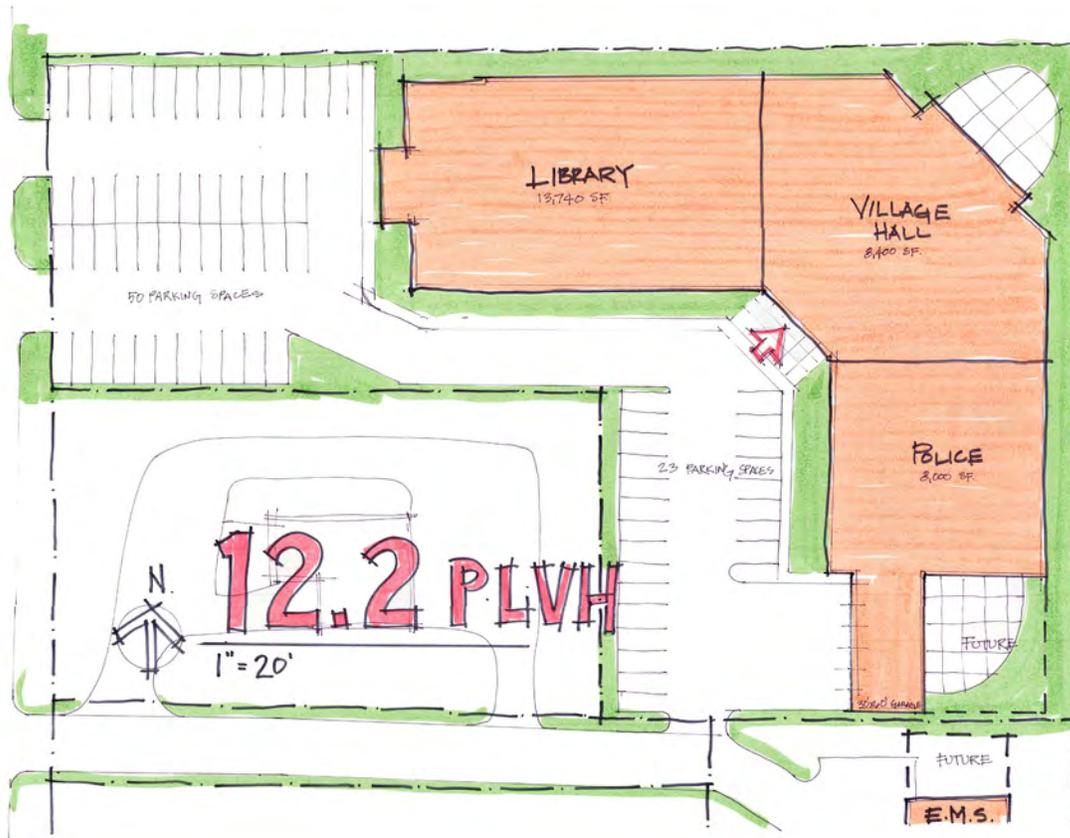
Pros/Likes

Cons/Dislikes

*Efficient for Police  
Combine / share services w EMS  
Vehicle access*

*Is Site Available  
No sharing of space  
due to security  
access*

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)





FEH Associates Inc.  
Architecture | Structural Engineering | Interiors

1030 Main Street  
Dubuque, Iowa 52001  
563.583.4900

**Village of Belleville  
Municipal Study  
Design Charrette & Public Meetings  
Pros and Cons Sheet  
2015-6-29**

12.2 PLVA

Pros/Likes

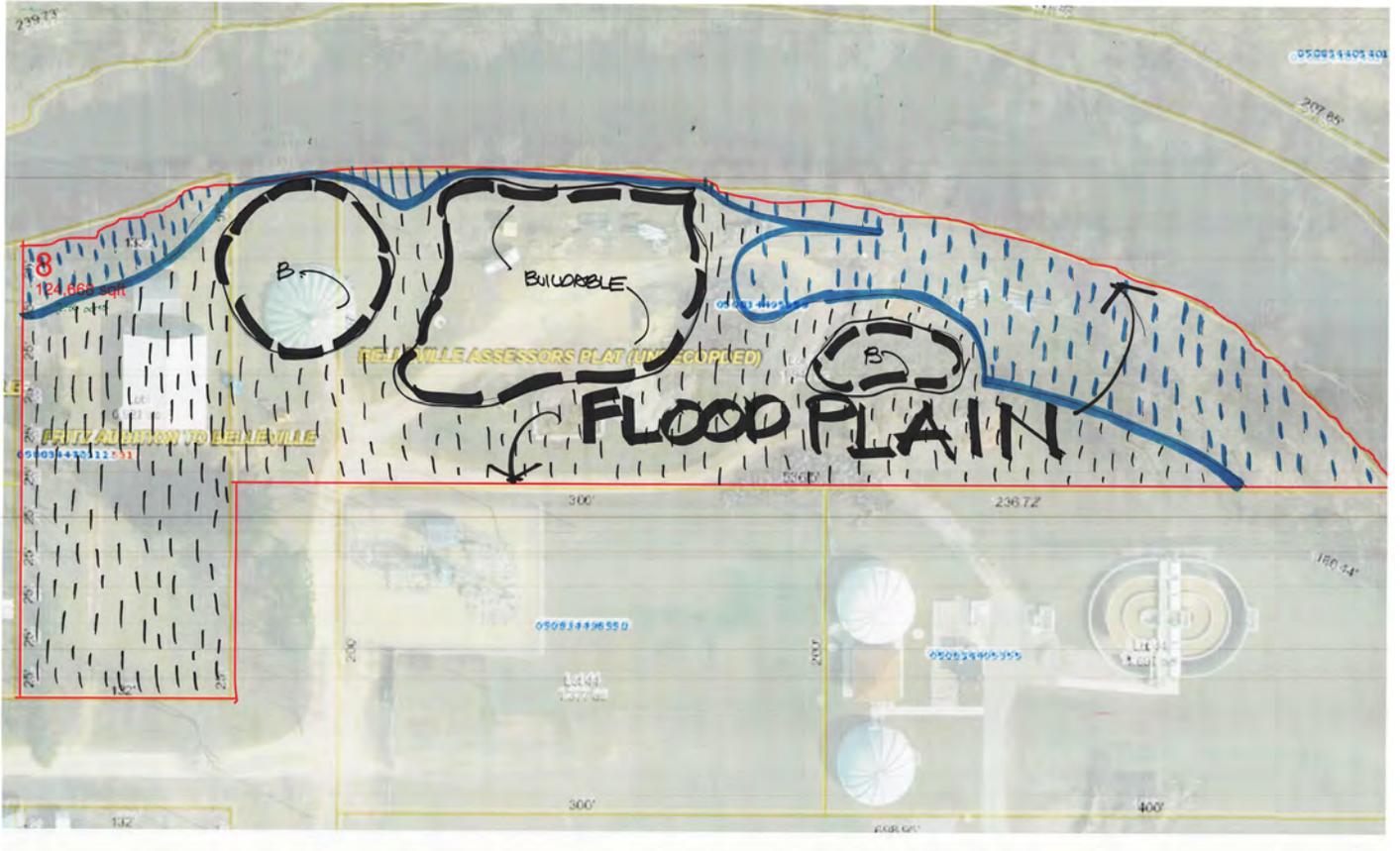
Cons/Dislikes

Like all on one site

too far away

Is the car wash adjacent site available

like this site middle N/S but  
not E/W?



8. BELLEVILLE MUNICIPAL STUDY- OLD SEWER PLANT SITE 1"=20'

RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)



RECOMMENDATIONS / DESIGN CHARRETTE OPTIONS (CONT.)

Belleville Site Selection Criteria/Ranking									
Preliminary									
FEH Associates. Inc		1 to 10 Weighting Factor	Site Options						
Criteria			0	2.2	2.4	3.4	4.3	5.3	11
Meets Minimum Acreage;	x	10	0	10	10	10	10	10	10
Location near Downtown	x	8	8	8	8	8	3	1	
Public sewer and water	x	10	10	10	10	10	3	10	
Cost of Site	x	10	10						
Cost of Project	x	10	6	10	6	8	8	8	6
Promote citizen involvement	x	6	0	6	6	6	6	0	0
Model for sustainability	x	8	6	8	8	8	8	0	6
Room for future expansion; + 1 acre	x	10	4	4	10	4	4	10	4
Visible site Village Hall/ Library/Police	x	9	7	9	9	9	8	0	7
Good Vehicular Access	x	8	8	8	8	8	8	5	8
Economic Development catalyst	x	10	0	10	10	10	10	10	0
Environmental Impact	x	7	-	-	-	-	-	-	-
Safety/Access to site	x	8	8	4	4	8	6	8	8
Available communications utility	x	10	10	10	10	10	10	10	10
Partnership neighbors	x	5	5	5	5	5	5		5
Appropriate zoning	x	10	10	10	10	10	10	10	10
<b>Total Score</b>		<b>139</b>	<b>88</b>	<b>112</b>	<b>104</b>	<b>114</b>	<b>111</b>	<b>77</b>	<b>85</b>



# RECOMMENDATIONS / CHARRETTE OPTIONS COST COMPARISON

## Belleville Municipal Facility study Cost Comparison Chart

7.2.2015



FEH Associates, Inc

	Existing 4 buildings	A 0.4/2.4/3.4/5.3 4 buildings	B 3.4/4.3/5.3 3 buildings	C 2.2/5.3 2 buildings	D 0.4/11.4/3.4/5.3 4 buildings
<b>Capital costs</b>		\$12,900,000.00	\$12,500,000.00	\$11,700,000.00	\$12,650,000.00
HTC 45%					
Total Building Area	29,533 SF	65,280 SF	65,280 SF	63,500 SF	65,280 SF
Total renovated area	29,533 SF	6,230 SF	0 SF	0 SF	6,230 SF
Unheated Public Works area	0 SF	8,500 SF	8,500 SF	8,500 SF	8,500 SF
Total Bond interest for 20 YR note cost to finance tenant buildout	\$0.00	\$5,000,000.00	\$4,900,000.00	\$4,700,000.00	\$4,950,000.00
<b>Ongoing Operations Average Annually</b>					
Energy \$0.75/SF/YR-new	\$0.00	\$37,912.50	\$42,585.00	\$41,250.00	\$37,912.50
Energy \$0.90/SF/YR-renov	\$26,579.70	\$5,607.00	\$0.00	\$0.00	\$5,607.00
Water \$0.17/SF/YR	\$5,020.61	\$11,097.60	\$11,097.60	\$10,795.00	\$11,097.60
Maint. \$0.75/SF/YR-new	\$0.00	\$44,287.50	\$48,960.00	\$47,625.00	\$44,287.50
Maint. \$1.50/SF/YR-renov	\$44,299.50	\$9,345.00	\$0.00	\$0.00	\$9,345.00
Custodial \$.50/SF/YR	\$14,766.50	\$28,390.00	\$28,390.00	\$27,500.00	\$28,390.00
Landscaping & snow removal	\$0.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Insurance	\$4,403.00	\$9,792.00	\$9,792.00	\$9,525.00	\$9,792.00
potential income - gross rents now					
Management fee for tenant spaces					
Property tax for tenant space					
State DHS rent reimbursement	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
staff variation	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Annual operations	\$95,069.31	\$147,931.60	\$142,324.60	\$138,195.00	\$147,931.60
20 years plus 3% inflation		\$3,974,977.49	\$3,824,315.30	\$3,713,351.40	\$3,974,977.49
<b>20 YR capital &amp; operating 20 year ranking</b>		<b>\$21,874,977.49</b>	<b>\$21,224,315.30</b>	<b>\$20,113,351.40</b>	<b>\$21,574,977.49</b>
40 years plus 3% inflation		\$11,154,228.99	\$10,731,454.13	\$10,420,077.09	\$11,154,228.99
<b>40 YR capital &amp; operating 40 year Ranking</b>		<b>\$29,054,228.99</b>	<b>\$28,131,454.13</b>	<b>\$26,820,077.09</b>	<b>\$28,754,228.99</b>

# RECOMMENDATIONS / CHARRETTE OPTIONS COST COMPARISON

Owner: Village of Belleville  
 Project : **Facility Planning**

Project No.: 2015306  
 Phase: Conceptual Design

Date : 6.30.2015  
 Estimator : KE



## 0.4 Village Hall

DESCRIPTION	QTY	UNIT	COST/SF	TOTALS
<b>Building Construction Costs:</b>				
1 New construction				
addition	4,160	SF	160.00	665,600
	1	LS	0.00	0
2 Remodeling				
Renovations - Major: 104' x 38', fire protection, electrical, plumbing, walls, finishes, doors	3,952	SF	90.00	355,680
Demolition 2 story 40' x 60'	4,800	SF	8.00	38,400
Renovations - Minor: basement 2,280 SF	2,280	SF	40.00	91,200
Renovations - Exterior walls:	560	SF	25.00	14,000
			SubTotal	1,164,880
			Design / Bid Contingency 10%	116,488
			<b>Building Construction Costs SubTotal</b>	<b>1,281,368</b>
			Construction Contingency 5%	64,068
			<b>BUILDING CONSTRUCTION COST TOTAL</b>	<b>\$1,345,436</b>
<b>Site Work Construction Costs</b>				
20 Tree trimming, brush removal	0	LS	5000	0
21 Parking lot	24	spaces	2,850.00	68,400
22 Flag Pole, planter, ramps, railings and sign removal/relocation	1	LS	6,000.00	6,000
23 Modify parking at entry	0	LS	12,000.00	0
24 Storm Sewer	0	LS	3,000	0
25 Sanitary Sewer	0	LS	15,000	0
26 Electrical Service	0	LS	15,000	0
27 Outdoor program area, amphitheater	0	LS	25,000	0
28 fill material	0	CY	30	0
29 Retaining Walls	0	LF	110	0
30 Pedestrian Paving	800	SF	4.00	3,200
31 Lawns & Landscaping	0	LS	25,000	0
32 Outdoor furniture	1	LS	5,000	5,000
33 Directional & Informational Signage	1	LS	5,000	5,000
34 Storm Water Detention	0	SF	5.00	0
35 fire Sprinkler required new water service	1	LS	4,000	4,000
			SubTotal	91,600
			Design / Bid Contingency 10%	9,160
			<b>Site Work Construction Costs SubTotal</b>	<b>100,760</b>
			Construction Contingency 5%	5,038
			<b>SITE WORK CONSTRUCTION COST TOTAL</b>	<b>\$105,798</b>
<b>Soft Costs</b>				
37 Land Acquisition: for parking 24 x 320 SF = 7,680 SF	1	LS		200,000
38 Legal Fees	1	LS		10,000
39 Architectural & Engineering Design Fees	1	LS		127,245
40 Information & Technology Design Fees	1	LS		10,000
41 Furnishing Design Fees	1	LS		0
42 Reimbursable expenses from Design professional	1	LS		6,000
43 Art work	1	LS		0
44 Printing Costs for Construction Documents	1	LS		5,000
45 Construction Permits & Fees	1	LS		5,000
46 Builders Risk Insurance	1	LS		1,500
47 Quality Control Material Testing & Inspections	1	LS		5,000
48 Hazardous Material survey, testing, Abatement	1	LS		30,000
49 Fixtures, Furnishings & Equipment Allowance	1	LS		50,000
50 Technology & Computer Equipment Allowance	1	LS		10,000
51 Moving costs: move twice and rent	1	LS		15,000
52 Ground Breaking & dedication ceremonies, time capsule, advertising	1	LS		2,500
53 marketing and campaign materials	1	LS		0
54 Fundraising Consulting	1	LS		0
			Soft Cost SubTotal	477,245
			Site Work Construction Cost Total	105,798
			Building Construction Cost Total	1,345,436
			<b>PROJECT TOTAL COST</b>	<b>\$1,928,480</b>



# RECOMMENDATIONS / CHARRETTE OPTIONS COST COMPARISON

Owner: Village of Belleville  
Project : **Facility Planning**

Project No.: 2015306  
Phase: Conceptual Design

Date : 6.30.2015  
Estimator : KE



## 2.2 Village Hall, Police & Library

DESCRIPTION	QTY	UNIT	COST/SF	TOTALS
<b>Building Construction Costs:</b>				
<b>1 New construction</b>				
New Construction village hall	7,400	SF	160.00	1,184,000
New Construction Police	8,000	LS	200.00	1,600,000
New Construction Library	12,740	LS	175.00	2,229,500
<b>2 Remodeling</b>				
Renovations - Major:	0	SF	87.00	0
Demolition: 10,400 SF four buildings and one silo	11,000	LS	6.00	66,000
Renovations - Minor: basement	0	SF	40.00	0
	39,140			
SubTotal				5,079,500
Design / Bid Contingency 10%				507,950
<b>Building Construction Costs SubTotal</b>				<b>5,587,450</b>
Construction Contingency 5%				279,373
<b>BUILDING CONSTRUCTION COST TOTAL</b>				<b>\$5,866,823</b>
<b>Site Work Construction Costs</b>				
20 Tree trimming, brush removal	1	LS	3000	3,000
21 Parking lot	29	spaces	3,000.00	87,000
22 Flag Pole, planter, ramps, railings and sign	1	LS	12,000.00	12,000
23 Modify parking at street 6 bump outs	1	LS	18,000.00	18,000
24 Storm Sewer	1	LS	3,000	3,000
25 Sanitary Sewer	1	LS	3,000	3,000
26 Electrical Service	1	LS	7,500	7,500
27 Outdoor program area, amphitheater	1	LS	7,500	7,500
28 fill material	1,200	CY	30	36,000
29 Retaining Walls	0	LF	110	0
30 Pedestrian Paving	5,000	SF	4.00	20,000
31 Lawns & Landscaping	6,000	SF	5	30,000
32 Outdoor furniture	1	LS	4,000	4,000
33 Directional & Informational Signage	1	LS	15,000	15,000
34 Extend Fiber optic line to Library	250	LF	250.00	62,500
35 Communication tower	1	LS	8,000.00	8,000
36 fire Sprinkler required new water service	1	LS	4,000	4,000
SubTotal				320,500
Design / Bid Contingency 10%				32,050
<b>Site Work Construction Costs SubTotal</b>				<b>352,550</b>
Construction Contingency 5%				17,628
<b>SITE WORK CONSTRUCTION COST TOTAL</b>				<b>\$370,178</b>
<b>Soft Costs</b>				
37 Land Acquisition	1	LS		180,000
38 Legal Fees	1	LS		5,000
39 Architectural & Engineering Design Fees	1	LS		535,844
40 Information & Technology Design Fees	1	LS		6,000
41 Furnishing Design Fees	1	LS		48,000
42 Reimbursable expenses from Design professional	1	LS		4,000
43 Art work	1	LS		0
44 Printing Costs for Construction Documents	1	LS		5,000
45 Construction Permits & Fees	1	LS		3,000
46 Builders Risk Insurance	1	LS		3,500
47 Quality Control Material Testing & Inspections	1	LS		20,000
48 Hazardous Material survey, testing & Abatement	1	LS		30,000
49 Fixtures, Furnishings & Equipment Allowance \$15/SF	1	LS		400,000
50 Technology & Computer Equipment Allowance	1	LS		85,000
51 Moving costs	1	LS		10,000
52 Ground Breaking & dedication ceremonies, time capsule, advertising	1	LS		3,000
53 Sale of existing village hall, library & police	1	LS		(580,000)
52 Fundraising Consultanting	1	LS		0
Soft Cost SubTotal				758,344
Site Work Construction Cost Total				370,178
<b>Building Construction Cost Total</b>				<b>5,866,823</b>

# RECOMMENDATIONS / CHARRETTE OPTIONS COST COMPARISON

Owner: Village of Belleville  
 Project : **Facility Planning**

Project No.: 2015306  
 Phase: Conceptual Design

Date : 6.30.2015  
 Estimator : KE



**FEH DESIGN**

## 2.2 Village Hall, Police & Library - with unfinished basement

DESCRIPTION	QTY	UNIT	COST/SF	TOTALS
<b>Building Construction Costs:</b>				
<b>1 New construction</b>				
New Construction village hall	7,900	SF	160.00	1,264,000
New Construction Police	8,000	LS	200.00	1,600,000
New Construction Library	12,740	LS	175.00	2,229,500
New Construction unfinished basement	14,250	LS	50.00	712,500
<b>2 Remodeling</b>				
Renovations - Major:	0	SF	87.00	0
Demolition: 10,400 SF four buildings and one silo	11,000	LS	6.00	66,000
Renovations - Minor: basement	0	SF	40.00	0
	<b>33,890</b>			
			SubTotal	5,872,000
			Design / Bid Contingency 10%	587,200
			<b>Building Construction Costs SubTotal</b>	<b>6,459,200</b>
			Construction Contingency 5%	322,960
			<b>BUILDING CONSTRUCTION COST TOTAL</b>	<b>\$6,782,160</b>
<b>Site Work Construction Costs</b>				
20 Tree trimming, brush removal	1	LS	3000	3,000
21 Parking lot	29	spaces	3,000.00	87,000
22 Flag Pole, planter, ramps, railings and sign	1	LS	12,000.00	12,000
23 Modify parking at street 6 bump outs	1	LS	18,000.00	18,000
24 Storm Sewer	1	LS	3,000	3,000
25 Sanitary Sewer	1	LS	3,000	3,000
26 Electrical Service	1	LS	7,500	7,500
27 Outdoor program area, amphitheater	0	LS	7,500	0
28 fill material	1,200	CY	30	36,000
29 Retaining Walls	0	LF	110	0
30 Pedestrian Paving	5,000	SF	4.00	20,000
31 Lawns & Landscaping	6,000	SF	5	30,000
32 Outdoor furniture	1	LS	4,000	4,000
33 Directional & Informational Signage	1	LS	15,000	15,000
34 Storm Water Detention	0	SF	5.00	0
35 Communication tower	1	LS	8000.00	8,000
36 fire Sprinkler required new water service	1	LS	4,000	4,000
			SubTotal	250,500
			Design / Bid Contingency 10%	25,050
			<b>Site Work Construction Costs SubTotal</b>	<b>275,550</b>
			Construction Contingency 5%	13,778
			<b>SITE WORK CONSTRUCTION COST TOTAL</b>	<b>\$289,328</b>
<b>Soft Costs</b>				
37 Land Acquisition	1	LS		180,000
38 Legal Fees	1	LS		5,000
39 Architectural & Engineering Design Fees	1	LS		618,224
40 Information & Technology Design Fees	1	LS		6,000
41 Furnishing Design Fees	1	LS		48,000
42 Reimbursable expenses from Design professional	1	LS		4,000
43 Art work	1	LS		0
44 Printing Costs for Construction Documents	1	LS		5,000
45 Construction Permits & Fees	1	LS		3,000
46 Builders Risk Insurance	1	LS		3,500
47 Quality Control Material Testing & Inspections	1	LS		20,000
48 Hazardous Material survey, testing & Abatement	1	LS		30,000
49 Fixtures, Furnishings & Equipment Allowance \$15/SF	1	LS		400,000
50 Technology & Computer Equipment Allowance	1	LS		85,000
51 Moving costs	1	LS		10,000
52 Ground Breaking & dedication ceremonies, time capsule, advertising	1	LS		3,000
53 Sale of existing village hall, library & police	1	LS		(580,000)
52 Fundraising Consulting	1	LS		0
			Soft Cost SubTotal	840,724
			Site Work Construction Cost Total	289,328
			Building Construction Cost Total	6,782,160

# RECOMMENDATIONS / CHARRETTE OPTIONS COST COMPARISON

Owner: Village of Belleville  
Project : **Facility Planning**

Project No.: 2015306  
Phase: Conceptual Design

Date : 6.30.2015  
Estimator : KE



## 2.4 Police

DESCRIPTION	QTY	UNIT	COST/SF	TOTALS
<b>Building Construction Costs:</b>				
1 <b>New construction</b>				
New Construction	8,000	SF	200.00	1,600,000
	0	LS	0.00	0
2 <b>Remodeling</b>				
Renovations - Major:	0	SF	87.00	0
Demolition: 10,400 SF four buildings and one silo	11,000	LS	6.00	66,000
Renovations - Minor:	0	SF	52.00	0
	19,000			
SubTotal				1,666,000
Design / Bid Contingency 10%				166,600
<b>Building Construction Costs SubTotal</b>				<b>1,832,600</b>
Construction Contingency 5%				91,630
<b>BUILDING CONSTRUCTION COST TOTAL</b>				<b>\$1,924,230</b>
<b>Site Work Construction Costs</b>				
20 Tree trimming, brush removal	1	LS	3000	3,000
21 Parking lot	10	spaces	3,000.00	30,000
22 Flag Pole, planter, ramps, railings and sign	1	LS	12,000.00	12,000
23 Modify parking at entry, 3 curb cuts	1	LS	12,000.00	12,000
24 Storm Sewer	1	LS	3,000	3,000
25 Sanitary Sewer	1	LS	10,000	10,000
26 Electrical Service	1	LS	7,500	7,500
27 Outdoor program area, amphitheater	0	LS	25,000	0
28 fill material	1,200	CY	30	36,000
29 Retaining Walls	0	LF	110	0
30 Pedestrian Paving	1,200	SF	4.00	4,800
31 Lawns & Landscaping	4,000	SF	5	20,000
32 Outdoor furniture	1	LS	2,000	2,000
33 Directional & Informational Signage	1	LS	10,000	10,000
34 Storm Water Detention	0	SF	5.00	0
35 Communication tower	1	LS	8000.00	8,000
36 fire Sprinkler required new water service	1	LS	4,000	4,000
SubTotal				162,300
Design / Bid Contingency 10%				16,230
<b>Site Work Construction Costs SubTotal</b>				<b>178,530</b>
Construction Contingency 5%				8,927
<b>SITE WORK CONSTRUCTION COST TOTAL</b>				<b>\$187,457</b>
<b>Soft Costs</b>				
37 Land Acquisition	1	LS		180,000
38 Legal Fees	1	LS		5,000
39 Architectural & Engineering Design Fees	1	LS		175,881
40 Information & Technology Design Fees	1	LS		6,000
41 Furnishing Design Fees	1	LS		6,000
42 Reimbursable expenses from Design professional	1	LS		4,000
43 Art work	1	LS		0
44 Printing Costs for Construction Documents	1	LS		5,000
45 Construction Permits & Fees	1	LS		2,000
46 Builders Risk Insurance	1	LS		3,500
47 Quality Control Material Testing & Inspections	1	LS		8,500
48 Hazardous Material survey, testing & Abatement	1	LS		30,000
49 Fixtures, Furnishings & Equipment Allowance \$15/SF	1	LS		50,000
50 Technology & Computer Equipment Allowance	1	LS		25,000
51 Moving costs	1	LS		4,000
52 Ground Breaking & dedication ceremonies, time capsule, advertising	1	LS		3,000
53 Sale of existing police station, 3,552 SF	1	LS		(100,000)
52 Fundraising Consulting	1	LS		0
Soft Cost SubTotal				407,881
Site Work Construction Cost Total				187,457
Building Construction Cost Total				1,924,230
<b>PROJECT TOTAL COST</b>				<b>\$2,519,567</b>

# RECOMMENDATIONS / CHARRETTE OPTIONS COST COMPARISON

Owner: Village of Belleville  
 Project : **Facility Planning**

Project No.: 2015306  
 Phase: Conceptual Design

Date : 6.30.2015  
 Estimator : KE



## 3.4 Library

DESCRIPTION	QTY	UNIT	COST/SF	TOTALS
<b>Building Construction Costs:</b>				
1 <b>New construction</b>				
New Construction	10,350	SF	175.00	1,811,250
	0	LS	0.00	0
2 <b>Remodeling</b>				
Renovations - Major:	3,200	SF	87.00	278,400
Demolition: 2,000 SF post office	2,000	LS	6.00	12,000
Renovations - Minor: basement	3,200	SF	40.00	128,000
	18,750			
			SubTotal	2,229,650
			Design / Bid Contingency 10%	222,965
			<b>Building Construction Costs SubTotal</b>	<b>2,452,615</b>
			Construction Contingency 5%	122,631
			<b>BUILDING CONSTRUCTION COST TOTAL</b>	<b>\$2,575,246</b>
<b>Site Work Construction Costs</b>				
20 Tree trimming, brush removal	1	LS	3000	3,000
21 Parking lot	31	spaces	3,000.00	93,000
22 Flag Pole, planter, ramps, railings and sign	1	LS	12,000.00	12,000
23 Modify parking at entry, 3 curb cuts	1	LS	2,000.00	2,000
24 Storm Sewer	1	LS	3,000	3,000
25 Sanitary Sewer	1	LS	3,000	3,000
26 Electrical Service	1	LS	7,500	7,500
27 Outdoor program area, amphitheater	1	LS	7,500	7,500
28 fill material	100	CY	30	3,000
29 Retaining Walls	0	LF	110	0
30 Pedestrian Paving	2,600	SF	4.00	10,400
31 Lawns & Landscaping	7,000	SF	5	35,000
32 Outdoor furniture	1	LS	2,000	2,000
33 Directional & Informational Signage	1	LS	10,000	10,000
34 Fiber Optic for the Library	0	SF	5.00	0
35 Communication tower	0	LS	8000.00	0
36 fire Sprinkler required new water service	1	LS	4,000	4,000
			SubTotal	195,400
			Design / Bid Contingency 10%	19,540
			<b>Site Work Construction Costs SubTotal</b>	<b>214,940</b>
			Construction Contingency 5%	10,747
			<b>SITE WORK CONSTRUCTION COST TOTAL</b>	<b>\$225,687</b>
<b>Soft Costs</b>				
37 Land Acquisition	1	LS		200,000
38 Legal Fees	1	LS		5,000
39 Architectural & Engineering Design Fees	1	LS		240,142
40 Information & Technology Design Fees	1	LS		6,000
41 Furnishing Design Fees	1	LS		36,000
42 Reimbursable expenses from Design professional	1	LS		4,000
43 Art work	1	LS		0
44 Printing Costs for Construction Documents	1	LS		5,000
45 Construction Permits & Fees	1	LS		2,000
46 Builders Risk Insurance	1	LS		3,500
47 Quality Control Material Testing & Inspections	1	LS		8,500
48 Hazardous Material survey, testing & Abatement	1	LS		30,000
49 Fixtures, Furnishings & Equipment Allowance \$15/SF	1	LS		300,000
50 Technology & Computer Equipment Allowance	1	LS		50,000
51 Moving costs	1	LS		4,000
52 Ground Breaking & dedication ceremonies, time capsule, advertising	1	LS		3,000
53 Sale of existing _____	1	LS		0
52 Fundraising Consultinganting	1	LS		0
			Soft Cost SubTotal	897,142
			Site Work Construction Cost Total	225,687
			Building Construction Cost Total	2,575,246
			<b>PROJECT TOTAL COST</b>	<b>\$3,698,075</b>



# RECOMMENDATIONS / CHARRETTE OPTIONS COST COMPARISON

Owner: Village of Belleville  
Project : **Facility Planning**

Project No.: 2015306  
Phase: Conceptual Design

Date : 6.30.2015  
Estimator : KE



## 4.3 VillageHall & Police

DESCRIPTION	QTY	UNIT	COST/SF	TOTALS
<b>Building Construction Costs:</b>				
1 <b>New construction</b>				
New Construction village hall	8,000	SF	160.00	1,280,000
New Construction Police	7,600	LS	200.00	1,520,000
2 <b>Remodeling</b>				
Renovations - Major:	0	SF	87.00	0
Demolition: 20'x140', 60'x130'	10,600	LS	6.00	63,600
Renovations - Minor: basement	0	SF	40.00	0
	26,200			
SubTotal				2,863,600
Design / Bid Contingency 10%				286,360
<b>Building Construction Costs SubTotal</b>				<b>3,149,960</b>
Construction Contingency 5%				157,498
<b>BUILDING CONSTRUCTION COST TOTAL</b>				<b>\$3,307,458</b>
<b>Site Work Construction Costs</b>				
20 Tree trimming, brush removal	1	LS	3000	3,000
21 Parking lot	35	spaces	3,000.00	105,000
22 Flag Pole, planter, ramps, railings and sign	1	LS	12,000.00	12,000
23 Modify parking at entry, 3 curb cuts	1	LS	6,000.00	6,000
24 Storm Sewer	1	LS	3,000	3,000
25 Sanitary Sewer	1	LS	3,000	3,000
26 Electrical Service	1	LS	7,500	7,500
27 Outdoor program area, ampitheater	0	LS	7,500	0
28 fill material	1,200	CY	30	36,000
29 Retaining Walls	0	LF	110	0
30 Pedestrian Paving	4,000	SF	4.00	16,000
31 Lawns & Landscaping	9,000	SF	5	45,000
32 Outdoor furniture	1	LS	4,000	4,000
33 Directional & Informational Signage	1	LS	15,000	15,000
34 Storm Water Detention	0	SF	5.00	0
35 Communication tower	0	LS	8000.00	0
36 fire Sprinkler required new water service	1	LS	8,000	8,000
SubTotal				263,500
Design / Bid Contingency 10%				26,350
<b>Site Work Construction Costs SubTotal</b>				<b>289,850</b>
Construction Contingency 5%				14,493
<b>SITE WORK CONSTRUCTION COST TOTAL</b>				<b>\$304,343</b>
<b>Soft Costs</b>				
37 Land Acquisition	1	LS		200,000
38 Legal Fees	1	LS		5,000
39 Architectural & Engineering Design Fees	1	LS		307,121
40 Information & Technology Design Fees	1	LS		6,000
41 Furnishing Design Fees	1	LS		12,000
42 Reimbursable expenses from Design professional	1	LS		4,000
43 Art work	1	LS		0
44 Printing Costs for Construction Documents	1	LS		5,000
45 Construction Permits & Fees	1	LS		2,000
46 Builders Risk Insurance	1	LS		3,500
47 Quality Control Material Testing & Inspections	1	LS		8,500
48 Hazardous Material survey, testing & Abatement	1	LS		30,000
49 Fixtures, Furnishings & Equipment Allowance \$15/SF	1	LS		100,000
50 Technology & Computer Equipment Allowance	1	LS		35,000
51 Moving costs	1	LS		6,000
52 Ground Breaking & dedication ceremonies, time capsule, advertising	1	LS		3,000
53 Sale of existing village hall & police	1	LS		(280,000)
52 Fundraising Consultanting	1	LS		0
Soft Cost SubTotal				447,121
Site Work Construction Cost Total				304,343
Building Construction Cost Total				3,307,458
<b>PROJECT TOTAL COST</b>				<b>\$4,058,922</b>

# RECOMMENDATIONS / CHARRETTE OPTIONS COST COMPARISON

Owner: Village of Belleville  
 Project : **Facility Planning**

Project No.: 2015306  
 Phase: Conceptual Design

Date : 6.30.2015  
 Estimator : KE



## 5.3 Public Works

DESCRIPTION	QTY	UNIT	COST/SF	TOTALS
<b>Building Construction Costs:</b>				
<b>1 New construction</b>				
New Construction - office	5,000	SF	140.00	700,000
New Construction - heated storage	21,640	SF	100.00	2,164,000
New Construction - cold storage	8,500	SF	70.00	595,000
<b>2 Remodeling</b>				
Renovations - Major:	0	SF	87.00	0
Demolition: 2,000 SF post office	0	LS	6.00	0
Renovations - Minor: basement	0	SF	40.00	0
	35,140			
			SubTotal	3,459,000
			Design / Bid Contingency 10%	345,900
			<b>Building Construction Costs SubTotal</b>	<b>3,804,900</b>
			Construction Contingency 5%	190,245
			<b>BUILDING CONSTRUCTION COST TOTAL</b>	<b>\$3,995,145</b>
<b>Site Work Construction Costs</b>				
20 Tree trimming, brush removal	1	LS	3000	3,000
21 Parking lot	10	spaces	3,000.00	30,000
22 Flag Pole, planter, ramps, railings and sign	1	LS	3,500.00	3,500
23 Modify parking at entry, 3 curb cuts	1	LS	2,000.00	2,000
24 Storm Sewer	1	LS	3,000	3,000
25 Sanitary Sewer 250'	1	LS	15,000	15,000
26 Electrical Service	1	LS	7,500	7,500
27 gravel yard	40,000	SF	2	80,000
28 fill material	100	CY	30	3,000
29 Retaining Walls	0	LF	110	0
30 Pedestrian Paving	500	SF	4.00	2,000
31 Lawns & Landscaping	7,000	SF	5	35,000
32 Outdoor furniture	1	LS	2,000	2,000
33 Directional & Informational Signage	1	LS	3,500	3,500
34 Storm Water Detention	3,000	SF	5.00	15,000
35 Extend vine street	400	LF	155.00	62,000
36 fire Sprinkler required new water service	1	LS	10,000	10,000
			SubTotal	276,500
			Design / Bid Contingency 10%	27,650
			<b>Site Work Construction Costs SubTotal</b>	<b>304,150</b>
			Construction Contingency 5%	15,208
			<b>SITE WORK CONSTRUCTION COST TOTAL</b>	<b>\$319,358</b>
<b>Soft Costs</b>				
37 Land Acquisition	1	LS		35,000
38 Legal Fees	1	LS		5,000
39 Architectural & Engineering Design Fees	1	LS		362,263
40 Information & Technology Design Fees	1	LS		0
41 Furnishing Design Fees	1	LS		0
42 Reimbursable expenses from Design professional	1	LS		4,000
43 Art work	1	LS		0
44 Printing Costs for Construction Documents	1	LS		5,000
45 Construction Permits & Fees	1	LS		2,000
46 Builders Risk Insurance	1	LS		3,500
47 Quality Control Material Testing & Inspections	1	LS		8,500
48 Hazardous Material survey, testing & Abatement	1	LS		0
49 Fixtures, Furnishings & Equipment Allowance \$15/SF	1	LS		50,000
50 Technology & Computer Equipment Allowance	1	LS		0
51 Moving costs	1	LS		4,000
52 Ground Breaking & dedication ceremonies, time capsule, advertising	1	LS		0
53 Sale of existing _____	1	LS		(100,000)
52 Fundraising Consultinganting	1	LS		0
			Soft Cost SubTotal	379,263
			Site Work Construction Cost Total	319,358
			Building Construction Cost Total	3,995,145

# RECOMMENDATIONS / CHARRETTE OPTIONS COST COMPARISON

Owner: Village of Belleville  
Project : **Facility Planning**

Project No.: 2015306  
Phase: Conceptual Design

Date : 7.2.2015  
Estimator : KE



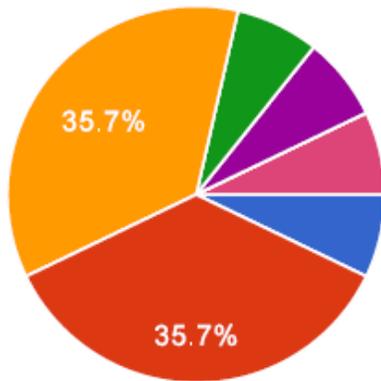
## 11.4 Police

DESCRIPTION	QTY	UNIT	COST/SF	TOTALS
<b>Building Construction Costs:</b>				
1 <b>New construction</b>				
New Construction	8,000	SF	200.00	1,600,000
	0	LS	0.00	0
2 <b>Remodeling</b>				
Renovations - Major:	0	SF	87.00	0
Demolition: 10,400 SF four buildings and one silo	0	LS	6.00	0
Renovations - Minor:	0	SF	52.00	0
	8,000			
SubTotal				1,600,000
Design / Bid Contingency 10%				160,000
<b>Building Construction Costs SubTotal</b>				<b>1,760,000</b>
Construction Contingency 5%				88,000
<b>BUILDING CONSTRUCTION COST TOTAL</b>				<b>\$1,848,000</b>
<b>Site Work Construction Costs</b>				
20 Tree trimming, brush removal	0	LS	3000	0
21 Parking lot	10	spaces	3,000.00	30,000
22 Flag Pole, planter, ramps, railings and sign	1	LS	6,000.00	6,000
23 Modify parking at entry, 3 curb cuts	1	LS	6,000.00	6,000
24 Storm Sewer	1	LS	2,400	2,400
25 Sanitary Sewer	1	LS	2,400	2,400
26 Electrical Service	1	LS	7,500	7,500
27 Outdoor program area, amphitheater	0	LS	25,000	0
28 fill material	100	CY	30	3,000
29 Retaining Walls	0	LF	110	0
30 Pedestrian Paving	700	SF	4.00	2,800
31 Lawns & Landscaping	4,000	SF	5	20,000
32 Outdoor furniture	1	LS	2,000	2,000
33 Directional & Informational Signage	1	LS	10,000	10,000
34 Storm Water Detention	0	SF	5.00	0
35 Communication tower	1	LS	8000.00	8,000
36 fire Sprinkler required new water service	1	LS	4,000	4,000
SubTotal				104,110
Design / Bid Contingency 10%				10,410
<b>Site Work Construction Costs SubTotal</b>				<b>114,510</b>
Construction Contingency 5%				5,726
<b>SITE WORK CONSTRUCTION COST TOTAL</b>				<b>\$120,236</b>
<b>Soft Costs</b>				
37 Land Acquisition	1	LS		80,000
38 Legal Fees	1	LS		5,000
39 Architectural & Engineering Design Fees	1	LS		169,020
40 Information & Technology Design Fees	1	LS		6,000
41 Furnishing Design Fees	1	LS		6,000
42 Reimbursable expenses from Design professional	1	LS		4,000
43 Art work	1	LS		0
44 Printing Costs for Construction Documents	1	LS		5,000
45 Construction Permits & Fees	1	LS		2,000
46 Builders Risk Insurance	1	LS		3,500
47 Quality Control Material Testing & Inspections	1	LS		8,500
48 Hazardous Material survey, testing & Abatement - existing	1	LS		30,000
49 Fixtures, Furnishings & Equipment Allowance	1	LS		50,000
50 Technology & Computer Equipment Allowance	1	LS		25,000
51 Moving costs	1	LS		4,000
52 Ground Breaking & dedication ceremonies, time capsule, advertising	1	LS		3,000
53 Sale of existing police station, 3,552 SF	1	LS		(100,000)
52 Fundraising Consultanting	1	LS		0
Soft Cost SubTotal				301,020
Site Work Construction Cost Total				120,236
Building Construction Cost Total				1,848,000
<b>PROJECT TOTAL COST</b>				<b>\$2,269,256</b>



# RECOMMENDATIONS / COMMUNITY SURVEY RESPONSE

## What's your favorite site for the library?



1.2	1	7.1%
2.2	5	35.7%
3.4	5	35.7%
5.3	1	7.1%
6.4	1	7.1%
7.2	0	0%
7.4	1	7.1%
9.2	0	0%
10.2	0	0%
12.2	0	0%

### TELL US WHY YOU THINK SO

Public library should be near schools and within easy walking distance for most residents of the village and large enough to serve the needs, This location meets that criteria.

I think the location is great as currently is, available to all sides of town and in a destination location along beautiful paths

Honestly, I really don't think we need a library. If we do have one, it might as well share a building with something else to reduce costs.

I really like the design and consolidation of the building.

It allows for more room, easy access from the trail and road and outdoor area, specifically for the library.

I enjoy the area of having all of these public offices together, but that they should still be downtown. Especially for the library, which I believe should still be within walking distance for kids.

More convenient especially for kids on bikes

5.3A

Like the current location. Make bigger.

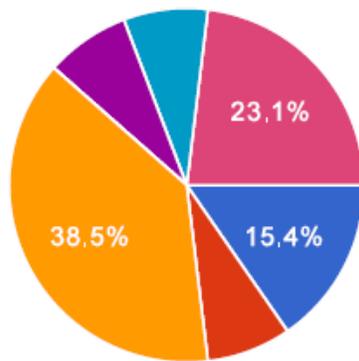
Concern about traffic on Main Street. Like the park across the street.  
Nice spot that can use a little more activity in that area.

## RECOMMENDATIONS / COMMUNITY SURVEY RESPONSE (CONT.)

It is still near downtown, and close to schools.

It makes the library more centered in our community. I think even more so than the police station or the village hall, the library draws all ages of people in the community together and right now it feels like it's crammed into a back closet. It would be easier for those of us who live on the north/west sides of town to access in this location. And it would be more attractive, as in could attract people to it, esp with the potential for an outdoor amphitheater. That could serve the library quite well and vice versa.

### 2. What's your favorite site for the Village Hall?



0.4	2	15.4%
1.2	1	7.7%
2.2	5	38.5%
2.3	0	0%
4.3	1	7.7%
5.3	1	7.7%
6.3	3	23.1%
7.2	0	0%
9.2	0	0%
10.2	0	0%
12.2	0	0%

#### TELL US WHY YOU THINK SO

I like the central location of village hall currently.

Village Hall and Police should be connected/consolidated in one building. Francois Ford lot is large enough to serve both functions while maintaining a strong presence on Main Street in the Village

5.3A

Keep it where it is.

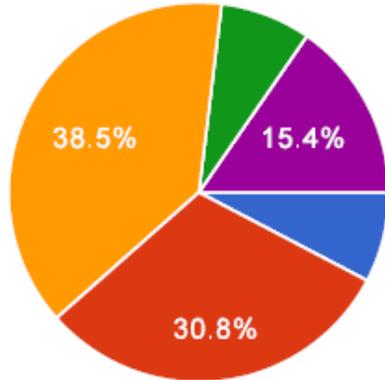
Like to have on Main; visual is good for all.

4.3A - It's easy to locate and allows for future expansion.

Similar to the library, the village hall is used by a wide variety of people and having it centered in the community makes sense.

The current central location helps it feel like you are doing the towns business when you are there. Utilizing that space in a more function way would be great. Don't waste the location on in and out retail or commercial. It is another family friendly destination.

### What's your favorite site for the Public Works?



1.2	1	7.7%
5.3	4	30.8%
8.4	5	38.5%
9.2	1	7.7%
10.2	2	15.4%

#### TELL US WHY YOU THINK SO

This area of town could use some improvement, plus it is slightly isolated from residences.

Outskirt of town, not the most attractive building.

I don't really have a favorite for the public works. I think it would work fine in any of the suggested locations based on my limited knowledge of what the needs of the public works department are.

5.3B. It is out of the way. You don't need a lot of public access to this facility.

Not vital to have Public Works be in the heart of the village so this site would work and would be more or less 'blend in' with other buildings in that area.

5.3A.

I assume it will be less attractive. Outside of town will be fine.

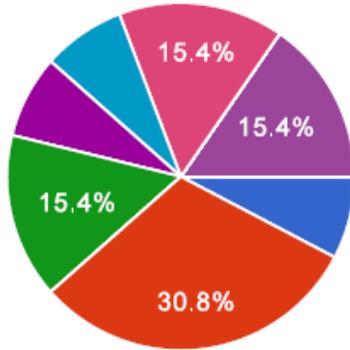
There's a large amount of room as well as area for future expansion.

Best amount of space and reasonable location. Public works is important to a growing town and hamstringing them again in a small location is not a good choice. Best room with limited impact.

Needs to be more secluded.

I think it should be outside the downtown area.

## 4. What's your favorite site for the Police Station?



1.2	1	7.7%
2.2	4	30.8%
2.3	0	0%
2.4	2	15.4%
4.3	1	7.7%
5.3	1	7.7%
6.3	2	15.4%
7.2	0	0%
9.2	0	0%
10.2	0	0%
11.4	2	15.4%
12.2	0	0%

### TELL US WHY YOU THINK SO

It makes sense to have the EMS and police located next to each other. Also, this location seems better suited to traffic going in/out. I'm not really sure I see the value in having the police station in the center of town. It's not exactly a draw for crowds. This setting also seems like it would provide much more adequate parking.

5.3A - The city already owns this land. Why not reuse it rather than buy more land?

I really like the design and consolidation of the buildings.

Put Police out by EMS building in a separate building.

4.3A - Its easy to locate and allows for parking for civilians and officers.

Remains close to fire station, central location for easy response. I like it being split off on its own compared to attached to the library and city hall. Family friendly location and outdoor ornamentals great for initiating positive feel.

Plenty of parking, keeps all the village buildings together and near the clinic that serves the village. The cluster would also be near the schools. Potential for green space with a pond emblematic of our lake and natural plantings would be attractive. Architects could really be creative with the big open space rather than having to 'fit' buildings into a predefined space in the village center. Will be walking distance for many of the newer homes scheduled to be built on the West side.

The police and EMS in close proximity makes sense, plus it would be best to keep the police station out of a primarily residential area.

Police and Village hall should be connected/consolidated in one building. Francois Ford lot is large enough to serve both functions while maintaining a strong presence on Main Street in the village. Police station would be easily accessible and easy to find if it were on the main thoroughfare in the village.

I would like to see it remain downtown as close to downtown as possible.

### **ANY OTHER THOUGHTS YOU'D LIKE TO SHARE?**

The outdoor amphitheater would be a really nice addition to the town. Also, I think it would be unfortunate to use the space in the rail corridor for something mundane like the police station or public works. That is the attraction to this town and we should build around it as such. Otherwise to me it would be wasted space/opportunity.

Water is expensive due to previous decisions. Please utilize space in the most reasonable return to limit the impact on growing families.

Comments on 20 Year Plans for Village Hall: Why are separate offices needed for Rec Dept, Chamber/Visitor office, and Community Club? Why couldn't all of those be housed in one office with separate desks/cubicles? Don't see the need for separate offices for positions that will most likely not become full-time, high profile positions, even 20 years down the line. Why is there no space allotted for a Village Food Pantry? There will always be a need for a Food Pantry so one should be slated in the plans. Why is there such a large Judges office/Clerk space? Seems excessive, especially if Judge will have separate Judges Chambers. Why is the Clerk office so large compared to other offices in the plan? Why is a Courts Kitchenette necessary when there is a Breakroom in the plan labeled as "shared space?" Why can't Court personnel use the same breakroom as everyone else? Seems excessive and unnecessary.

Keep downtown Belleville alive.

Allocate area for community gardens. Let Ikea build a store build a store on the Bell West site.

I thought 2.2 is far and away the best choice. This design would be a space and building that would be a huge asset to Belleville.

I don't think that library should be moved out to Bell West. I would like the library to stay in town so that it is easily accessible by bike and pedestrians as it is now.

Many people enter Belleville from the west along 69. It would be nice for them to first be greeted by and attractive complex of public buildings with a pond and landscaping that say welcome to Belleville! Come on in! I drive past the Fitchburg center on Fish Hatchery Road every day with mixed use of housing, businesses, library, public buildings etc. a very nice 'anchor' for the community rather than being spread out.



## RECOMMENDATIONS / PREFERRED OPTIONS

ON-LINE VILLAGE SURVEY RESULTS		
	First Choice	Second Choice
Library	Option 2.2	Option 3.4
Village Hall	Option 2.2	Option 6.3
Police	Option 2.2	Option 2.4 / Option 6.3 / Option 11.4
Public Works	Option 8.4	Option 5.3
DESIGN WORKSHOP RESULTS		
	First Choice	Second Choice
Library	Option 3.4	Option 2.2
Village Hall	Option 4.3	Option 2.2
Police	Option 4.3	Option 2.2
Public Works	Option 5.3	



# RECOMMENDATIONS / VILLAGE PRIORITIES

## SUMMARY AND RECOMMENDATIONS

This study was commissioned to help Village officials determine; 1) What is each department's space needs, 2) What is the condition of each existing Village building, 3) Should departments be combined, 4) Where new facilities should be built, and 5) Prioritize the facilities in most urgent need of replacing.

**1. Space Needs.** Each department head gave input into their service needs and we converted those needs into a 20 year space program for Village facilities. Specifically, the police department requires 8,018 square feet, the library requires 13,738 square feet, Village Hall requires 8,394 square feet, and Public Works requires 35,136 square feet.

**2. Building Condition.** Each building was toured, photographed, measured, and each building system was analyzed for deficiencies, code issues, ADA compliance, and expected useful life. The Village Hall building is in reasonable condition but is not a good fit for expanded Village Hall functions. The Library building is in good condition and has been well maintained. It should be expanded to meet the libraries needs or another department could readily use the building. The Police building is in poor condition and should not be used for village facilities. The Public Works building is in generally good condition but the site does not accommodate required building expansion or outside storage needs therefore, the department should relocate to another site.

**3. Combined Facilities.** There are many possible combinations of facilities. FEH studied options that ranged from individual buildings for each department to a single building for police, village hall, and library and other options in between at the design workshop. The public in attendance were encouraged to voice their opinion and the highest ranked combinations were: individual buildings for each department and a shared building for police, village hall and library. The most cost effective option (for building construction) is a shared building.

## RECOMMENDATIONS / VILLAGE PRIORITIES (CONT.)

**4. Site Options.** 10 potential sites were selected prior to the design workshop and another 2 were added during the workshop for consideration for village department space needs. Potential sites were located throughout the Village ranging from the downtown to outlying areas in both Dane and Green Counties. Site diagrams were produced for each location and department then evaluated against predetermined site selection criteria. The top scoring sites were Option 3.4, Option 2.2, Option 4.3 and Option 2.4. A community survey ranked Option 2.2, Option 3.4, and Option 11.4 as preferred sites. After careful consideration of both evaluation methods, the Village Board preferred Option 3.4 for the library, Option 2.4 and Option 3/4 for police, Options 3/4 and 2.2 for village hall and, Option 5 for public works.

**5. Village Priorities and Recommendations.** The department that needs immediate attention is police followed by public works, village hall and library.

1. The Village will share the results of this study and recommendations for this vision and test it for broad-based community support through informative discussions and communication with residents.
2. Police will require a different site for a new building and the search for a new site should start immediately. Based on the outcome of the negotiation for either preferred site for police, other village department site locations will be determined.
3. The village will contract with a consultant to determine the village's bonding capacity as it relates to each department's facility needs and vision.
4. The Village will begin to market the police department site for redevelopment followed by the public works site and village hall site.

RECOMMENDATIONS / VILLAGE PRIORITIES (CONT.)



Top: Library Preferred Option  
 Bottom: Public Works Preferred Option

Top & Bottom: Police Station Preferred Options

Top & Bottom: Village Hall Preferred Options

