SEATTLE PARKS AND RECREATION

1999 COMMUNITY CENTER LEVY PROGRAM

Design Principles

For Community Center Designs

Belltown Community Center
High Point Community Center Addition
International District Community Center
Jefferson Park Community Center Addition
Laurelhurst Community Center Addition & Renovation
Montlake Community Center Renovation
Northgate Community Center
Sand Point Community Center Renovation
Southwest Community Center Addition
Van Asselt Community Center Addition
Yesler Community Center

March 15, 2002
Rev.: March 30, 2011

The City of Seattle Parks and Recreation Department (SPR) Community Centers are year-round gathering places that welcome every member of each community in Seattle. Their spaces—both inside and out—are part of the public realm, supporting activities of all types, appealing to all ages and inclinations. A community center is more than a collection of rooms: parents hold impromptu conferences in its lobby, adolescents throw balls against its walls in games of skill or boredom, and young children play in the protected alcoves formed by its intersecting volumes.

Community centers are frequently located in public parks. Yet, as Seattle develops more urban neighborhoods and its density increases, some community centers will be built within larger developments of housing or commercial space. Singular buildings set within large open spaces or landscapes are fundamentally different than public spaces embedded within highly urban development. The Community Center Design Principles (Design Principles) developed by the City of Seattle Parks and Recreation Department (SPR) will apply primarily to these single buildings located in the landscape. Community centers inserted into the urban fabric—those located in larger buildings or co-located with other public institutions—will likely follow design guidelines and principles developed by Seattle's Department of Planning & Development (DPD/City Design) and the Seattle Design Commission for public building types requiring high levels of access and identity that are located in high-density developments.

SPR's Design Principles are intended to guide both designers and those reviewing proposed designs in thinking about:

- how a community center should serve its community,
- the character of the places and spaces that compose it, and
- the values it should embody.

These Design Principles have been developed in response to requests from both project designers and the Seattle Design Commission for written guidelines governing the broader issues of design for community centers. Two other documents will guide other aspects of the design of Parks' community centers:

- The 1999 Building Program Template describes the types, number, and sizes of the various rooms in a community center and their relationships to one another, as well as the various systems that will serve the building and its users.
- The Community Center Design Standards give designers technical direction in specifying materials, finishes, systems, and products by referencing specific Parks Standards for these items.

The three documents, taken together with input from the community and the Project Advisory Team's members, should provide guidance in addressing design issues of all sorts—big-picture principles to narrow-scope specifics—for users, reviewers, designers, and interested citizens.

Public parks are places for renewal, refreshment, and replenishment of the self; parks are also places that should demonstrate our care for the environment and its restoration, its preservation. A public park is an aggregation of public places, both in the landscape and within built structures. A community center should create spaces for public use both inside and outside, in the way the building meets the surrounding landscape.

Typically, community center buildings have been object buildings set in the landscape. In this case, the building itself should serve as a sign that here is a place for community gathering. The building should organize the spaces around it, and might well provide a focal point for activities in the landscape of the park as well as in the surrounding neighborhood. The community center building and its surrounding garden and landscaped areas should represent the institution of the city in its forms and materials:

- shapes and configurations of building masses that welcome the approaching visitor as one of the community
- materials that endure, yet show the passage of time
- plantings that grow and develop through the years, paralleling the succession of human generations, each one nurturing its successor through the years.

Add paragraph on relationship to neighborhood, incl access:

The community center building's siting should develop potential relationships of the site to the immediate neighborhood and to other areas and aspects of the city by means of physical and views. Physical connections should knit the building into the structure of the neighborhood's fabric, while its architectural character should make clear that it welcomes all residents of the city. Functionally, connections should provide easy access to the community center for visitors who arrive by bus, car, or bicycle, and for those who come there on foot. Access for emergency vehicles should be straightforward. While meeting all requirements of the Americans with Disabilities Act (ADA) legislation, our community centers should reflect the spirit of universal access in developing specific design solutions: allow all building users to move through space with dignity, providing equivalent means of access for those who are disabled in one way or another.

Views from the community center are one way in which the institution's connection to other aspects of the city are made visible, as well as being a simple delight to the viewer. Views of the building from afar should also be considered by the designers for they create the civic image of the institution for many who may never actually enter the building.

Up close, the community center building's interior spaces should be indicated on the exterior, revealing—by means of openings, material detailing, and literal transparency—the human activity within. The building's articulation and its placement within the landscape should create outdoor "rooms.". The designers should give character to these exterior spaces by means of their degree of enclosure, the textures and tones of the building's exterior materials, and the choice of plantings that meet the building's edge.

Inside the building, space should be developed in a way that places are made for the individual, for the group, and for the larger meeting of the community. A chair placed in an alcove with a window nearby might make a place for the individual to read in the daylight and to feel at home. The group plays 3-on-3 basketball in the community center's gymnasium. The community gathers to share potluck dinner in the largest meeting room, served by the well-equipped kitchen.

The community center building and surrounding outdoor areas should engage all the senses of the visitor, recognizing and honoring the diversity of such a building's users:

- Our sense of spatiality should be engaged by a play and counter-play of spaces: high and low, extensive and contained, plushly-fitted and of a spare economy.
- Our capacity for reading the thermal environment should be addressed by outdoor spaces that trap the sun's heat on cool spring and fall days, spaces that give welcome shade in summer, and indoor spaces of temperate comfort juxtaposed to the wet winds of the Northwest winter immediately outside.
- Our perceptions of sound should be pleasurably stimulated by careful design of the acoustic environment: rooms of quiet in which sound quickly decays, rooms alive with sounds of games and play, and outdoor spaces enclosed with surfaces that capture the more distant sounds of play and work.
- The plantings around the community center should reward us with their scents and flavors, especially with fruiting trees and shrubs. Underfoot, we might crush the leaves of the wooly thyme, releasing its pungent scent. Overhead, the autumn-yellow leaves of the gingko might remind us of the season with their freshly-baked-sugar-cookie aroma.

In summary, these design principles offer a way to develop the community center site and the community center building built upon it so as to serve and delight those who use them, and to model and embody appropriate relationships between people and between humankind and the earth's other inhabitants.

Additional resources that may aid the designer or reviewer of a community center project have been developed by other departments and groups within city government. The Seattle Design Commission's Handbook (version 10.01) offers a number of useful design principles for capital improvement projects undertaken by the City. They include the following:

- Projects shall have a civic scale and character.
- Projects shall express the city's socio-cultural identity and diversity.

- Projects shall be sustainable over time.

Designers and reviewers alike should refer to the Handbook for more detailed explanations of these principles.

DPD contains within its organization the City Design group that supports the work of the Design Commission and the neighborhood Design Review Boards. City Design has developed Design Review: Guidelines for Multifamily & Commercial Buildings (rev. November 1998, and herein after referred to as Guidelines) to guide the review of private-sector projects. Nevertheless, a number of these design guidelines are applicable to the design of Parks' community centers. Of particular application are the following guidelines, arranged in the order in which they appear in the Guidelines:

A. Site Planning:
   - A-1: Responding to Site Characteristics
   - A-7: Residential [*or* Public] Open Space

C. Architectural Elements and Materials
   - C-1: Architectural Context
   - C-2: Architectural Concept and Consistency
   - C-3: Human Scale
   - C-4: Exterior Finish Materials

D. Pedestrian Environment
   - D-1: Pedestrian Open Spaces and Entrances
   - D-3: Retaining Walls
   - D-4: Design of Parking Lots near Sidewalks
   - D-6: Screening of Dumpsters, Utilities and Service Areas
   - D-7: Personal Safety and Security

E. Landscaping
   - E-1: Landscaping to Reinforce Design Continuity with Adjacent Sites
   - E-2: Landscaping to Enhance the Building and/or Site
   - E-3: Landscape Design to Address Special Site Conditions

Designers and reviewers alike should refer to the Guidelines for more detailed explanations of these guidelines for good design.

Design Standards For: COMMUNITY CENTERS

Rev. March 30, 2011

I INTENT

A. To provide Standards for producing Community Centers that truly become "THE HEART OF THE COMMUNITY"- A place for social, civil, and physical activities that enhance the human spirit.

B In the United States, the Northwest leads the nation in sustainable building design. The City of Seattle is one of the recognized leaders in promoting sustainable design, pursuing at least a "Silver" rating under the U. S. Green Building Council's "Leadership in Energy and Environmental Design" (LEED) rating system for all its new and renovated city buildings larger than 5,000 square feet. Seattle Parks and Recreation (SPR) is committed to constructing sustainable buildings and landscapes, and has set a goal of achieving a minimum of 'Silver' rating for its buildings, consistent with the Department's Initiative for Sustainable Design.

II GENERAL

A. Comply with all current applicable codes, including ADA Regulations and City of Seattle's Sustainable Building Policy. Community Center designs must comply with Washington State Regulations (DSHS) for childcare.

B. All projects involving design and construction (new construction or renovation) shall comply with Seattle Department of Parks and Recreation Initiative for Sustainable Design. Life cycle costs of alternative building materials and building systems shall be part of the design process of all of these projects. Key points to consider during the design process are:
   1. Provide as much natural, glare-free day lighting as possible, integrating it with the lighting system and HV controls.
   2. Provide exterior windows with operable sash for natural ventilation. Coordinate free air volume with mechanical design. Window hold-open devices shall be used to dissuade in/out egress via windows.

C. Coordinate with Seattle Arts Commission for incorporation of art in the building as a part of "1% for Art" planning.

D. Comply with SPR Design Standards, Specifications and Details and the most current edition of the City of Seattle Standard Specifications and Plans. Construction of all site elements and furnishings shall conform to established SPR Design Standards, Standard Specifications and Standard Details. Accessibility for maintenance staff, service vehicles and access to irrigation controls shall be factored into layout of building and site elements.

E. Associated Design Standards and Specifications needed during the design process shall include but not be limited to the following list:

DESIGN STANDARDS	**No.**
General Information for Consultants	01
Project Do's and Don'ts For Consultants	02
Project Design & Review Procedures	03
Contract Document Technical Review Process	04
Contract Document Checklist for Project Manual	05
SPR Survey & Mapping Standards	06
SPR AutoCAD Standards	07
Use of Recycled Content Products	08
ADA Information & Standards	09
ADA Access & Signage Design	09a
ADA Standards-2010	09b
ADA Errors & Omissions	09c
WSDOT ADA Field Guide	09d
Wood & Wood Substitutes	06 00 00
Roofing & Re-roofing	07 30 00
Gutters - Pre-fabricated Aluminum	07 71 23
Building Hardware	08 70 00
Wood Flooring - Gyms & Multipurpose Rooms	09 68 00
Carpeting for Buildings	09 68 00
Painting for Buildings	09 90 00
Community Center Signage	10 14 73
Community Centers Restrooms	10 21 00
Community Center Kitchens	10 40 00
Basketball Court Equipment	11 68 23
Community Center Furnishings & Equipment	12 00 00
Plumbing Fixtures for Buildings	22 30 00
Boiler Valves & Miscellaneous Equipment	22 34 36
EMCS-Energy Management Control Systems	25 55 00
EMCS-Control System Information (CSI) Outline	25 55 13
Electrical System Design	26 00 00
Outdoor Lighting Design	26 56 00
Landscape Planting Design	32 93 00
Sanitary Sewer Systems Design	33 30 00
Storm Sewer Systems Design	33 34 00

STANDARD SPECIFICATIONS	**No.**
Building Demolition	02 41 16.13
Cast in Place Concrete	03 33 00
Brick Masonry Faced Walls & Piers	04 21 13
Metal Handrails & Guardrails	05 52 00
Building Hardware	08 70 00
Exterior Painting	09 91 13
Fire-Suppression Sprinkler Systems	21 10 00
Commissioning of HVAC Systems	23 08 00
Electrical	26 00 00
Exterior Lighting	26 56 00
Sanitary Sewerage Utilities	33 30 00

STANDARD DETAILS & PLANS	**No.**
Gym Floor Striping Layout	09 91 23.13
Basketball Court Layout (Indoor)	09 91 23.16
Volleyball Court Layout (Indoor)	09 91 23.19
Pickleball-Badminton Court Layout (Indoor)	09 91 23.23

F. Maximizing the use of recycled or reused materials is required. Durability, sustainability and maintainability are the over-riding considerations in determining the materials and construction methods for all site elements and areas.

G. Design chair rails with impact resistant wainscot into all spaces, except corridors (use impact resistant wainscot with hardwood or approved top trim at height of chair rails), game rooms, and gym (both rooms to have impact resistant wainscot to minimum 8 to 10 feet height) and kitchen. Coordinate mounting heights with the architecture- chalk boards, tack boards, doors and windows, etc.

H. Appropriate **acoustical attenuation** shall be provided in designs for all activity, game, gym, and fitness rooms, as well as lobby, corridors and lounge areas.

I. Provide key box for Fire Department.

III. SITE ELEMENTS

A. Site Conditions:

1. Before design begins, soil testing, borings, sub-surface and seismic conditions, etc., assessments shall be completed, along with topographic surveying of the site. Soil testing shall be required for all newly planted areas. The soil shall be appropriately amended before planting begins.

B. Siting of Buildings:

1. The design team, which includes (but is not limited to) the Architect, Landscape Architect, Civil Engineer, Project Artists, etc., shall work together, with SPR and the community, to determine how and where the building(s) will be located on the site. Criteria to be considered during the siting process shall include: site and building accessibility, parking requirements, availability of utilities, traffic, site circulation, views, noise, solar and wind exposure, environmental and energy savings, and relationships of the community center to other park amenities such as play areas, athletic facilities, existing plantings, etc. Every possible effort shall be made to preserve and protect existing trees that are determined to be of value by a Certified Arborist. Consideration should also be given to possible future expansion.

C. Parking:

1. The number of parking spaces shall comply with the Seattle Zoning Code or as established by SPR for Community Center Facilities.
2. A maximum of 35% spaces shall be striped for 8 feet wide stalls (compact vehicles) and remainder of the parking spaces shall be striped for 9 feet wide stalls.
3. Parking area shall have a minimum of 2% slope to drain, except at ADA spaces and main routes of travel (2% max. slope).

4. Parking space lines shall be painted white. Do NOT use traffic buttons.
5. Drop off/pick-up zones shall be provided near the main entrance and their design coordinated with fire zones and ADA.

D. Site - General:

1. Bicycle racks, litter receptacles and recycle bins, shall be located near the entrances.
2. Main pathways shall be 10 feet wide to accommodate maintenance vehicles. Maintain 2% or less cross-slope where possible for ADA access.
3. A paved special events plaza, when provided, shall be near the main entrance or multi-purpose room.
4. Provide signage for direction from street to main entrance.
5. Signage - see SPR Design Standard #10440.01 for exterior signs.

E. Site Lighting:

1. The accessible path to the community center entry shall be lit in accordance with ADA requirements.
2. Lighting must balance safety and security with a welcoming appearance.
3. Full-cutoff or fully shielded luminaries should be used to minimize light trespass.
4. Special lighting in areas that could be lurking zones, such as back of the community center shall be provided with motion sensors.
5. Incorporate energy-efficient measures in lighting, motion sensors etc.

F. Landscape Plantings:

The design team shall incorporate SPR and City of Seattle Best Management Practices (BMP's) into the design of all site elements. All newly planted areas shall be irrigated with automatic irrigation systems and shall drain adequately. Plants shall be durable and hardy. Plants shall not be used that have thorns or fruit, or which may be hazardous to the public. Native plants, drought-tolerant and low maintenance species shall be used as much as possible. Shrub species shall be chosen so that regular pruning shall be minimized. Large or deep shrub beds around community centers shall be discouraged because of security (CEPTD) considerations. Traffic and circulation patterns shall be considered, especially near entries. Pedestrian routes between parking lots, play areas and the entries to the building shall be open and paved. Shrub beds shall be protected near high traffic entries using curbs, walls or raised planters, whenever possible. Plant warranties, and maintenance and establishment of plantings shall be required to be for at least one year (three years is preferred). Tree wells or trees planted adjacent to paving shall have substantial room for root growth (no less than 50 S.F./tree and larger for larger species). The soil in the tree planting areas shall be prepared for deep growth. Paving adjacent to trees shall be protected with root barriers trees shall be planted a minimum of 8' from any paving.

G. Grading/Drainage Systems:

Site drainage shall be accommodated as much as possible. Detention, retention, and treatment of site runoff is required per City of Seattle Stormwater, Grading and Drainage Control Codes (most recent edition). Proper placement and elevations of the building(s) shall assure positive site drainage conditions. Set the floor elevations high enough above the surrounding site areas to assure that all areas drain away from the building terminate in appropriate drainage structures, protecting landscaped

areas. The project Civil Engineer and Landscape Architect shall work together to design the grading and drainage. These must work in unison to provide positive drainage conditions. Lawn areas shall be graded no steeper that 4:1. Lawn areas shall be graded to at least 3% slopes to assure positive drainage. Planted areas (shrub beds) shall be graded to no steeper that 2:1 (3:1 preferred) and shall be graded to assure positive drainage. Walls or rockeries shall be provided in areas steeper that 2:1. Paved areas shall be graded at 2% minimum for asphalt paving and 1% minimum for concrete paving, to assure positive drainage and allow for potential settling. Grades of paved areas must also meet ADA requirements (2% maximum cross slope), where paved areas are meant to be accessible routes of travel.

IV. BUILDING ELEMENTS

A. Exterior:

1. Materials:
   a. Must be graffiti resistant or offer ease of removal
   b. Must be highly resistant to impacts
   c. Materials must be durable, offering a minimum of 40-year life span
   d. If masonry, must be sealed with appropriate sealer (approved by masonry manufacturer). SPR shall review and approve sealer.
2. Painting: All paints must comply with the current EPA and SPR Standards and Standards. See Design Standard 09 90 00 for Painting Work.
3. Roofing: See SPR Roofing Design Standard 07 30 00 (for new and reroofing) for steep and low sloped roofing.
4. Plumbing: See SPR Plumbing Fixtures for Buildings Design Standard 22 30 00. No liquid carrying piping shall be allowed in the outside walls for freeze prevention purposes. Provide flush, lockable freeze proof hose bibs (verify number and locations).
5. Electrical:
   a. Provide a minimum of 3 to 4 lockable, switchable outlets. Provide outlet(s) in the direction of the field for field access. Locations of the outlets shall be determined during design process.
   b. Provide a 50 amp lockable exterior outlet for future espresso cart at "Community Plaza".
   c. Provide special lockable exterior outlet for an emergency generator with hard surface access from the main street for trucks. Provide a phased power panel with emergency service requirements and a “pig-tail” connection.
   d. Lighting must enhance "welcoming feeling" and be balanced with security and pathway lighting for ADA.
   e. Provide building address on building for fire department.

B. Interior Spaces

Introduce as much natural glare-free daylight as possible considering the entire center and not simply individual rooms; integrate daylighting with artificial lighting and HVAC control systems. Provide ability to darken windows in designated rooms.

1. Entry/Vestibule:

a. The entry must have 2 sets of doors with removable center mullions - each leaf to be ADA compliant for opening pressure.
b. Explore the possibility of ADA automatic doors - if 8.5 lb. or less pull for doors cannot be provided.
c. Provide walk-off mats with walk-off grates outside - total lineal distance to be 15 - 18 feet or more to catch rocks and sand (outside) and dry the shoes (inside). This is especially important to protect wood and carpet flooring inside.

2. Lobby:
   a. Provide hard surface flooring, such as stained concrete, quarry tile or other materials such as linoleum, rubber tile, etc. Maintenance, appearance and sound attenuation are key considerations. Carpet is not acceptable.
   b. Visitors must easily see reception counter from lobby doors.
   c. Provide space for recycle containers (paper, glass and aluminum).
   d. Make provision for a pay phone location (power and telephone cable).
3. Lounge:
   a. Use easily cleanable resilient surface flooring.
   b. Provide space for display of trophies, artwork, etc.
4. Reception Area:
   a. The location must be easily visible from the lobby.
   b. Staff must be able to visually observe gym, activity room(s), game room(s), restrooms and multi-purpose room entrances as well as main entrance, corridors, pay phone, lounge, and exits.
   c. Place security monitors, parabolic mirrors etc. in this area as required.
   d. Adjust reception countertop for children, ADA, and standard heights.
   e. Provide service space for two computer stations at counter. One shall be either accessible.
   f. Cash handling, including registers shall be considered.
5. Corridors:
   a. Walls and floor material must be durable, slip-resistant and highly impact resistant. Carpet is not acceptable in corridors.
   b. Pop and candy vending machines should be located in alcoves, if possible.
   c. Flooring under and around the vending machines must be an easily cleanable surface.
   d. Sound attenuation is very important.
6. Activity Rooms:
   a. These must be multi-functional adaptable rooms, used for a variety of activities throughout the day such as hangout space for different age groups.
   b. Each room shall accommodate 20 to 30 people.
   c. Lockable cabinets with a stainless steel sink shall be provided.
   d. Lockable storage closet for chairs, tables, etc. shall be provided
   e. Design for sound attenuation.
   f. Cabinetry shall be lockable with locks keyed alike.
   g. Provide resilient flooring, such as, linoleum, vinyl composition tile or rubber tile floor.
7. Computer Training Room:
   a. The size shall accommodate up to 20 workstations.

b. Provide four (4) power outlets (one fourplex) and one network outlet for each computer station.
c. Provide two (2) power outlets and one (1) network outlet for each printer.
d. Provide lockable secure storage (for servers, disks, books etc.).
e. HVAC management is very important to control the environment and equipment-generated heat. See Design Standard 25 55 00.
f. Flooring shall be carpet for noise and static electricity control.
g. Provide indirect lighting for control of glare.
h. Multiple phones lines (to be determined during prelim. design).
i. Fiber optic cable (to be determined during preliminary. design).
j. Provide sound attenuation.

8. Game Room:
   a. Walls in game rooms shall be made of highly impact resistant products such as Medium Density Fiberboard (MDF) or 3/8" MDO.
   b. Room shall be large enough to accommodate game machines, and/or pool table, and/or ping pong tables. Verify program.
   c. Provide lockable storage closet.
   d. Make game room nearby but separate from "teen room".
   e. Design for sound attenuation.
   f. Flooring to be linoleum or VCT.
9. Kid's Room:
   a. Flooring to be part carpet for comfort when seated on floor and part hard-surfaced around the sink area. Or a hard easily cleaned surface and a throw rug for seating on floor.
   b. Counters will be 24” high (kid-height) with sink and controls easily used by small children. Provide open storage cubbies below (verify number).
   c. Provide lockable storage closet for additional supplies.
   d. Provide a single restroom with a sink, accessible from kid's room only.
10. Fitness Room:
   a. Size room for: 2 bikes, 2 treadmills, 2 elliptical, 1 multi-station gym and 4 stations. Develop a machine use layout diagram.
   b. Provide a lockable storage closet for free weights and other equipment.
   c. Design for sound attenuation.
   d. Special cushion flooring for safety as needed where free weights are used.
   e. Meet or exceed number of air changes as required per current State Energy Code (chapter #2).
   f. Provide convenience outlets for fans.
   g. Provide outlets high on the wall for TV mounted on ceiling hung brackets.
11. Teen Room:
   a. Provide hangout space for teens.
   b. Late Night Programs will operate in this room.
   c. Lockable storage space is required for teen program equipment.
   d. For Teen Center Programs, provide spaces for study, tutoring, counseling area, offices, etc.
12. Offices:

a. Provide two (2) private offices and one (1) general office with 3 to 4 workstations. The general office will have the whole-building pager system base.
b. Staff must have visual access to corridors from general office.
c. General office to have a dual "drop-and-secure" wall safe. Drop opening to be @ 40" above floor level.
d. The general office shall be next to the reception space.
e. Offices shall be grouped.

13. Kitchen:
a. Design of kitchen layout to meet all ADA, and Seattle & King County Health Department requirements.
b. Verify size and use with design program. There are two EQUIPMENT types of kitchens- one is a full service with deep fry cooking and a Class A range hood and the other is a warming only without fry cooking and a Class B hood. There are two USE types of kitchens- one is for teaching up to ten students at a time and the other is not for teaching.
c. Provide electric range (for safety) and a convection oven, with hoods that vent to outdoors.
d. Range Hood - Type: Class A for deep-fry cooking or Class B for others. Exhaust hood fan shall have a timer.
e. Provide heavy duty, latches, hinges, and Best locking systems on cabinets (ADA compliant). Locks shall be keyed alike. See Design Standard 08 70 00.
f. Provide 2 full size commercial refrigerator/freezer units (with upper freezers) or that are divided into 4 sections - 3 refrigerator and 1 freezer sections. All compartments shall be lockable with padlocks or built-in locks.
g. Provide a commercial microwave oven.
h. Provide a commercial dishwasher with adjacent drying, loading and garbage disposal.
i. Cabinets and counter tops are to be heavy duty with durable wearing surfaces and heavy-duty hardware (hinges locks and latches).
j. Flooring shall be quarry tile with cove base or homogeneous flooring with cove-formed base.
k. Counter top roll-up door for pass-through access to multi-purpose room.
l. Provide a floor drain.
m. Provide grease trap.
n. Counter top next to the stove shall be heat resistant.
o. Island sink shall be provided only if non-island location proves impractical.
p. Provide stainless steel sinks- one three compartment sink, one hand washing sink, one pre-rinse sink, and one prep sink with indirect drain.

14. Multi-Purpose Room:
a. Approximate size 2700 square feet.
b. To be dividable by a ceiling-hung acoustical operable wall (52 to 55 STC Rated) into two spaces - one small and one large - approximately 1/3 and 2/3.

c. Flooring to be gym-type floating floor of wood, #2 or better maple. See SPR Design Standard 09 64 66. Coordinate with Architect for use of walk-off mats and purchase of maintenance equipment (2-speed buffer, paver squeezie for protection of wood floor.
d. Provide a counter cabinet with sink and electrical outlets in each space.
e. Design acoustics of room for large gatherings, music, dance etc.
f. Lighting to be controlled with dimming or multi-task/staged fixtures.
g. Where rooms are dividable, provide separate HVAC zones.
h. Two large closets for tables, chairs, etc in each side or one accessible from both sides.
i. Zone control HV (year around ventilation is necessary for preserving wood floor). Also, consider humidistat control for wood floor.
j. Provide wiring for internal PA and music system.
k. Provide wall mirrors next to Barres for dance per program.

15. Gymnasium:
    a. See SPR Standard Detail 09 91 23.13 for dimensions.
    b. See SPR Standard Details 09 91 23.16-23 for court layouts.
    c. Provides two portable bleachers that are storable in the gym storage room adjacent to gym.
    d. Sports lighting:
        1. To have a good color balance and even distribution of 50 FTC (foot-candles) at use level - +/- 3' to 6', combined with light colored walls. With darker color walls, levels of FTC must be increased. Overall perceived brightness must be the same.
        2. To have a control systems to coordinate with daylighting to maintain foot candle level. Provide continuous dimming of fixtures if fluorescent.
    e. For multi-purposes such as dances and large gatherings, provide a separate dimmable lighting system if sport lighting is not dimmable.
    f. Game Standards shall be as manufactured by 'Senoh'. Verify number of standards with Senoh.
    g. Provide thickened slab in areas for game standard sleeves. Verify depth of thickened slab with game standard manufacturer.
    h. Provide divider curtain, 2 electrical score boards, and a scorer's table location with computer, phone, ,power, and scoreboard control outlets
    i. Provide electrical outlets and internal PA and Music systems. Electronic equipment to be securely stored in the gym storage room.
    j. Gym storage to have a pair of access doors and space for the storage of portable bleachers, multiple game stanchions (standards) and nets, and other equipment. Provide hard surface walls such as painted plywood wainscot to protect walls from damage. Floor can be concrete.
    k. Provide a floating maple sports floor system. See Gym Sports flooring Design Standard 09 64 66.

16. Restrooms, Family Changing and Showers:
    a. Number of restroom fixtures shall be per code.
    b. Two separate family changing rooms to have a shower stall, lavatory and water closet - one to be fully ADA accessible. Provide interior locks, changing bench, and towel hooks for each room.

c. Showers shall have at minimum, floor pans with integral walls that extend 6'-8" up to minimize water damage.

17. Custodial Office and Storage:
    a. Office to be separate but adjacent from the storage area.
    b. Office to have space for regular size desk, chair, filing cabinet, etc.
    c. Provide space for wood floor cleaning and buffing equipment and cleaning materials, as well as vinyl floor and carpet cleaning equipment and materials.
    d. Storage is for normal day-to-day paper products and cleaners. Storage spaces shall be sized for reasonable amounts, i.e. two weeks to one-month supply.
    e. Air supply and exhaust shall be designed to eliminate storage odors from the office.

18 Custodial:
    a. Floor sink shall be have 4' high stainless steel backsplash or tile finish over backer-board
    b. Provide a floor drain.
    e. Can be included in the Custodial storage room.

19 Storage Rooms:
    a. Provide built-in heavy-duty shelving.

20. Mechanical and Electrical Rooms:
    a. Do NOT place a boiler or hot water tank over "occupied" spaces.
    b. Noise of mechanical and electrical systems must be controlled by means of good structural design, vibration dampeners or/and acoustical insulation.
    c. Provide emergency 50K exterior lockable outlet, generator panel and panel with emergency service circuits.
    d. Adequate lighting must be provided and located for maintenance personnel's use to inspect and service equipment.
    e. Pumps shall be mounted on equipment pads on floors.

21. Display Cases for Art:
    a. When programmed, provide suitable exhibition space for display of artworks generated through community classes and/or from the City's portable collection. Coordinate planning with Seattle Arts Commission.
    b. Coordinate designs of art display spaces or installation with "1% for Art" the planning objectives for each project.
    c. Two wall-mounted cases will be provided that are at least 48"H x 60"Wx 9"D.
    d. Cases will be mounted with their horizontal center point 60" from the floor.
    e. Cases may be either flush-mounted or wall-mounted depending on the particulars of the space they will be placed in.
    f. Back surface of case is suitable for mounting picture hangers for 2-D artwork.
    g. Cases will be lit. If there is a case design that includes an internal lighting option, the case must also provide adequate venting to maintain a low internal temperature. If the lighting will be provided by an external track system, it must be positioned to fully light the interior of the case when people are standing in front. The lighting must also be positioned to minimize any shadows cast by the top of

the case into the interior space if the front of the case is not mounted flush to the wall.

h. Case doors will be lockable. Whether the glass doors are hinge-mounted or sliders, any vertical line created by the doors should be as minimal as possible.

C. Interior Finishes/Materials:

1. Exit doors opening into fire-rated corridors from Activity Rooms, Multi-Purpose rooms, Gyms shall have electric magnetic hold-open devices.
2. Use of blinds - for long-term life, use type within the insulated glass units (integral type), especially on solar (south, southwest & west) side windows.
3. Provide for tack/bulletin boards throughout the center at a consistent height integrated into the architecture.
4. Corridor floors to be of durable material slip resistant and impact resistant. Do not use carpet in corridors.
5. Walls in game rooms and corridors to be highly resistant to impact blows.
6. Provide a minimum of 42" high wainscot of high impact resistant material in all corridors.
7. Provide similar 42" wainscot and a chair rail in the following rooms: offices, activity rooms, kid's rooms, computer rooms and multi-purpose rooms.
8. Provide high impact resistant wainscot up to top of window height in game rooms, teen rooms, and in vending machine alcoves.

D. Computer Service Requirements:

1. Communications & Infrastructure Design Standards and Specifications: Refer to the most current version of the above manual published by City of Seattle's Department of Information Technology Network Services.
2. Reception Counter
   a. When CPU is located inside the cabinet and behind a lockable cabinet door, means of ventilation shall be provided. Provide a minimum of 3 to 4" of clear space between backside of the CPU and the cabinet back.
   b. If the CPU is located on the top of the counter, secure CPU and monitor with a steel cable.
   c. Provide 2-1/2" diameter knockouts or holes (one per computer station) in the countertop for cables.
   d. At the countertop, provide a minimum of one "four-plex" telephone outlet for communication connections (computer, fax, phone and credit cards).
   e. If there is no "plug-mold" for power available at the countertop, provide a minimum of four (4) "four-plex" power outlets for a total of 16 power connections.
   f. Provide a minimum of four (4) power outlets (one four-plex) and one (1) network outlet per computer station.
   g. Provide a minimum of two (2) power outlets and one (1) network outlet per printer.
   h. If a sliding out type keyboard is provided, make sure it is an ergonomically designed heavy-duty type, such as one made by "Details", a "Steelcase" company.
   i. Provide a deep enough countertop to accommodate a 17" monitor.
3. Communications/Telephone Closet:

a. Provide enough space for communications (LAN) equipment
b. Where there is a Computer Lab, provide security to prevent access to City equipment while allowing access to computer lab equipment.

4. Computer Labs:
   a. Provide four (4) power outlets (one fourplex) and one network outlet for each computer station.
   b. Provide two (2) power outlets and one (1) network outlet for each printer.

E. Interior Signage:
1. See SPR Design Standard 10 14 73 for interior signage.

F. Furnishings:
1. Seating furniture in the lounge must be comfortable and very durable.
2. When fabric is used, it must be stain resistant.

G. Special Equipment:
1. Elevator, if provided, shall have 2000 lb. minimum capacity and shall be ADA compliant.

H. Mechanical and Electrical:
1. Use a coordinated energy efficient heating and ventilating system in conjunction with Sound Building Insulation and Day-Lighting strategies.
2. Acoustical noise of mechanical and electrical systems must be controlled and minimized.
3. Security, fire alarm and sprinkling, and video camera monitoring systems must be integrated into the architecture.
4. Use a Day Lighting strategy tied into the lighting system controls for energy conservation.
5. Provide complete building mechanical systems integrated by means of Energy Management Control System; see SPR Design Standard 25 55 00 & 25 55 13.
6. See SPR Design Standard 22 34 36 for boiler valves and miscellaneous equipment. Do not use butterfly or ball valves.
7. See SPR Design Standard 26 00 00 for electrical system design requirements.
8. Provide separate hot water circulation system and tempered water circulation systems. Must have separate pumps for each system.
9. Community Centers shall be provided with fire sprinklers as required per NFPA and SBC Standards.

H. Communications and Security:
1. Provide security system motion detectors in each room.
2. All rooms (except restrooms) shall be wired for monitoring TV cable, PA/music, networking (computers), phones, data, power, etc.
3. PA system controls shall be located in the main office and shall have an optional all-rooms or individual room announcement capability.
4. Add conduit for home runs from each room to main distribution frame location.

END OF SECTION