

PROGRAM EXAMPLES

5.1 Area spreadsheet for Administrative

ID	DEPARTMENT	PROGRAM CRITERIA		PROGRAM 2005			PROGRAM 2010			COMMENTS
		Type	NSF	Staff	# of Units	Total NSF	Staff	# of Units	Total NSF	
A	Administrative									
	Full Time Staff:									
A1	Office Manager	P	125	1	1	125	1	1	125	desk + bookshelf + seating for 2-3 + storage
A2	Director of Religious ed.	P	125	1	1	125	1	1	125	desk + bookshelf + seating for 2-3 + storage
A3	Volunteer Director	P	115	1	1	115	1	1	125	desk + bookshelf + seating + storage
A4	Intern	P	115	1	1	115	2	2	230	desk + bookshelf + seating + storage
A5	Ministers Office	P		1	1		1	1		To remain in its current position (squared footage not added)
	Part time Staff:									
A6	Book keeper	WS	115	1	1	115	1	1	115	desk, chair, computer and storage, also doubles as receptionist
A7	Sexton	WS	80	1	1	80	1	1	80	desk, chair, computer and storage
A8	Music Director	WS	80	1	1	80	1	1	80	desk, chair, computer and storage
A9	Choir Director	WS	80	1	1	80	1	1	80	desk, chair, computer and storage
A10	Coffee Hour Director	WS	80	1	1	80	1	1	80	desk, chair, computer and storage
	Support Space:									
A11	Reception	O	160		1	160		1	160	single + double sofa + 3 chairs + coffee table
A12	Coat Closet	P	8			8			10	space for 12 coats + misc. space
A13	Staff Toilet	P	60			60			60	unisex, accessible
A14	Workroom:	0								
a	shared wk station		45		1	45		1	55	computer, printer
c	supply storage		20			20			25	office supplies and misc.
d	copier		30			16			16	copier and paper storage and work surface
A15	Kitchenette	O	50			50			50	6 linear feet of counter + undercounter refrig. + sink + coffee maker
A16	Office/file storage	P								
a	general		95			95			95	6 vertical + 2 lateral file cabinets + seasonal storage (total of 800 file inches.
b	files/limited acces		20			20			20	next to general storage
c	outdoor storage		48			48			48	6*8 for snow blower, ladder, hose etc.(closet accessible from the outside)
	TOTAL STAFF			10			11			
	TOTAL NSF					1437			1579	
	TOTAL NOSF					1868.1			2053	30% circulation

Key: P-private O-open WS-work station

SPACE IDENTIFICATION














Space Identification & Allocation	
Large Multi-purpose Room 1500 square feet	
Small Multi-purpose Room 800 square feet	
Craft Room/ Studio 800 square feet	
Computer Lab/ Lecture 600 square feet	
Game room 1000 square feet	
Courtyard 1800 square feet	
Restrooms 3 @ 400 square feet	
Kitchen 500 square feet	
Private Meeting Room 120 square feet	
Library/ Listening Post 600 square feet	
Lounge and Reception 600 square feet	
Paid Staff Office 100 square feet	
Volunteer Office 100 square feet	
Utility/Janitorial and Circulation 30% total area	
Total Square Footage (plus 30%): 9,520 square	

Figure 7-22 Space Allocation Table.

Credit: Architecture 202, Section 3, Professor Hershberger, 1998. A Program for A Senior Center. Permission: College of Architecture, The University of Arizona

SPACE ALLOCATION



SPACE IDENTIFICATION AND ALLOCATION

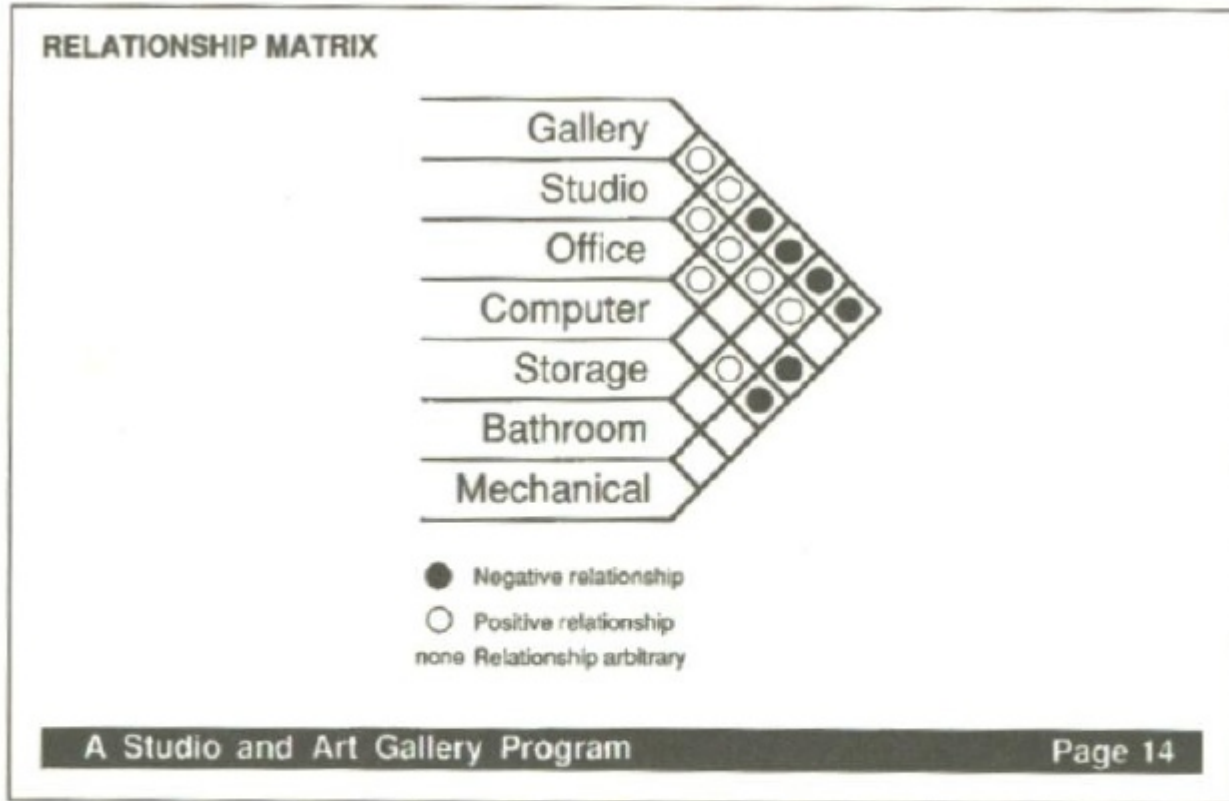
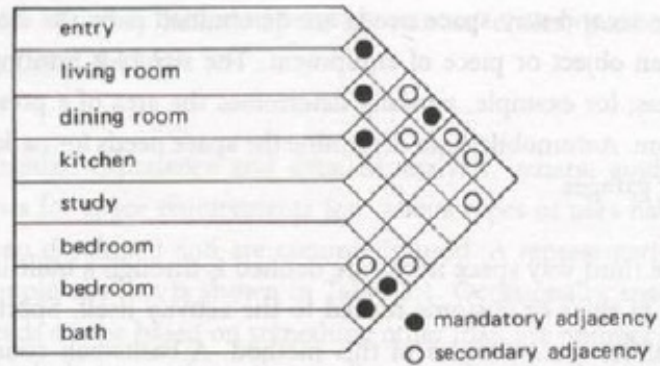


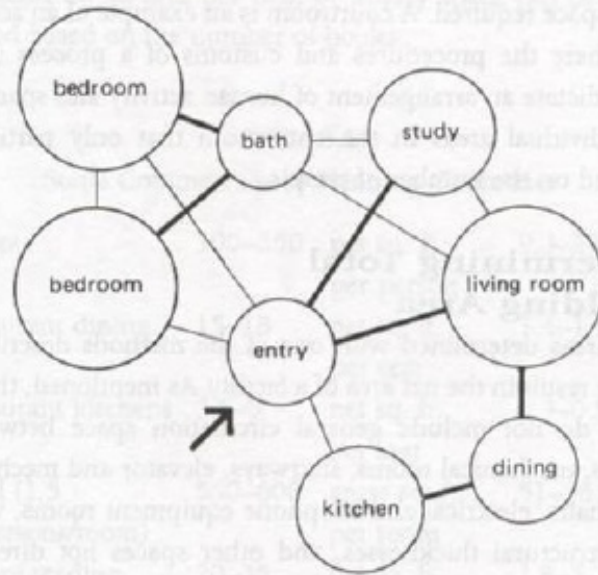
Figure 7-33 Simple Relationship Matrix.

Credit: Chris Barta, Kevin Camp, Dan Clavin, and Shauna Herminghouse, 1992. *A Program for the Design of an Artist's Studio and Art Gallery*. College of Architecture, The University of Arizona

SPACE ASSOCIATIONS - RELATIONSHIP MATRIX



(a) adjacency matrix



(b) adjacency diagram

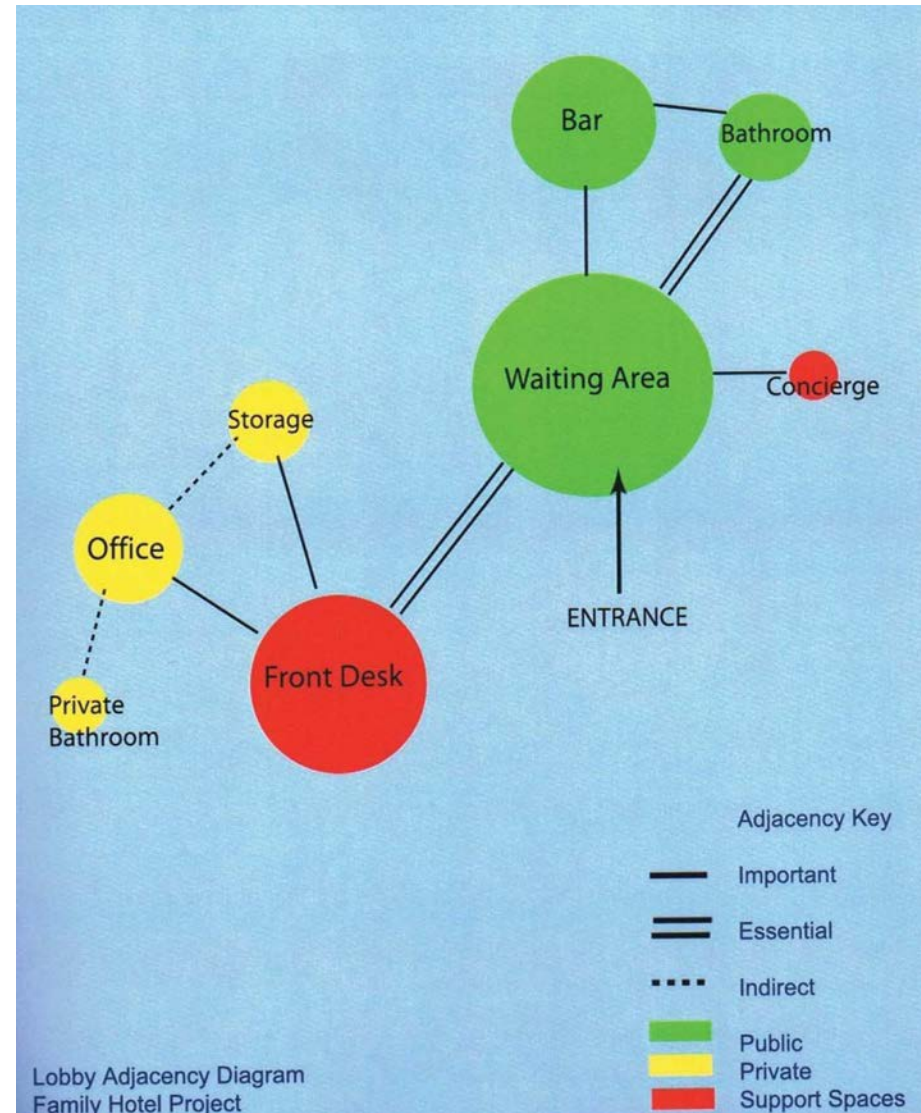
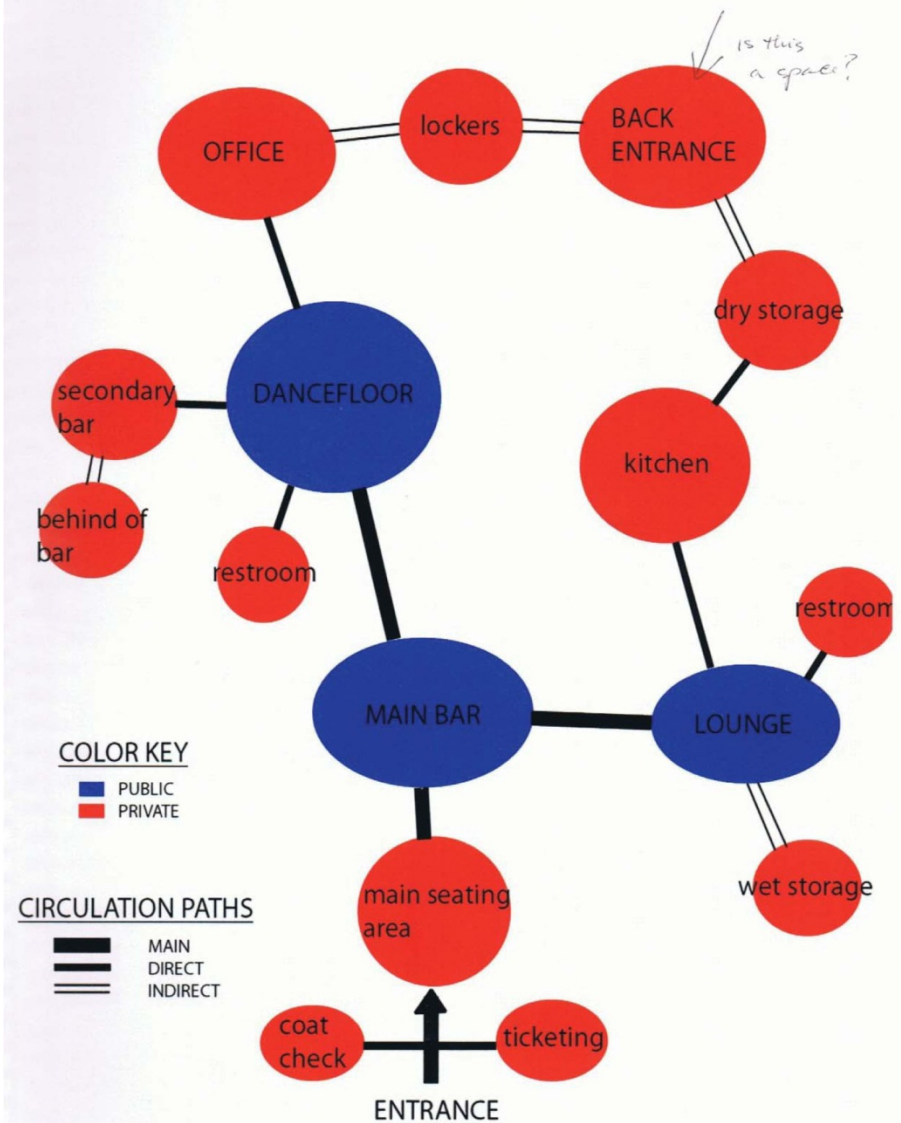
SPACE ASSOCIATIONS - RELATIONSHIP MATRIX AND BUBBLE DIAGRAM

ADJACENCY DIAGRAM

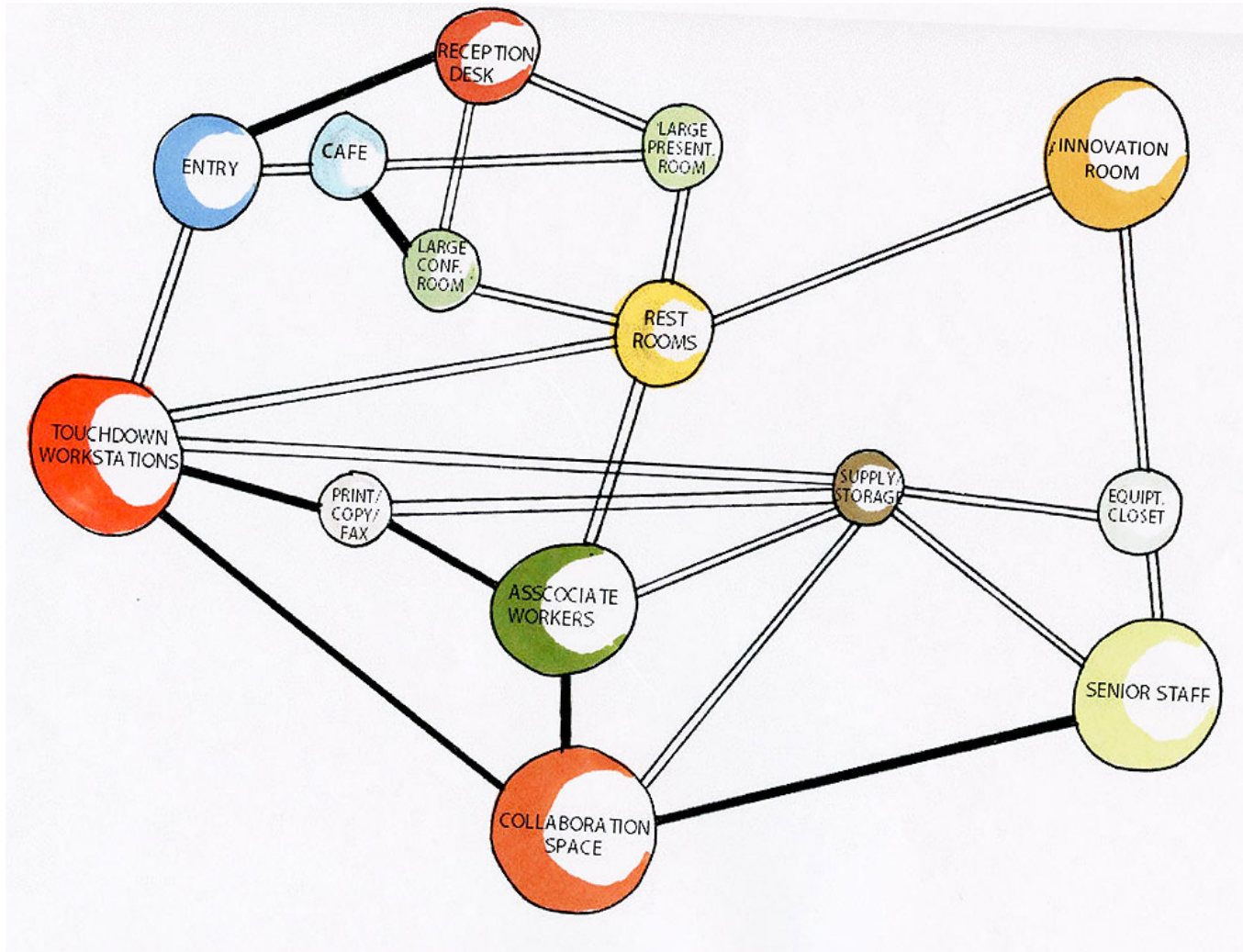


SPACE ASSOCIATIONS – BUBBLE DIAGRAM (Daisy Diagram)

BUBBLE DIAGRAM



SPACE ASSOCIATIONS – BUBBLE DIAGRAM



SPACE ASSOCIATIONS – BUBBLE DIAGRAM

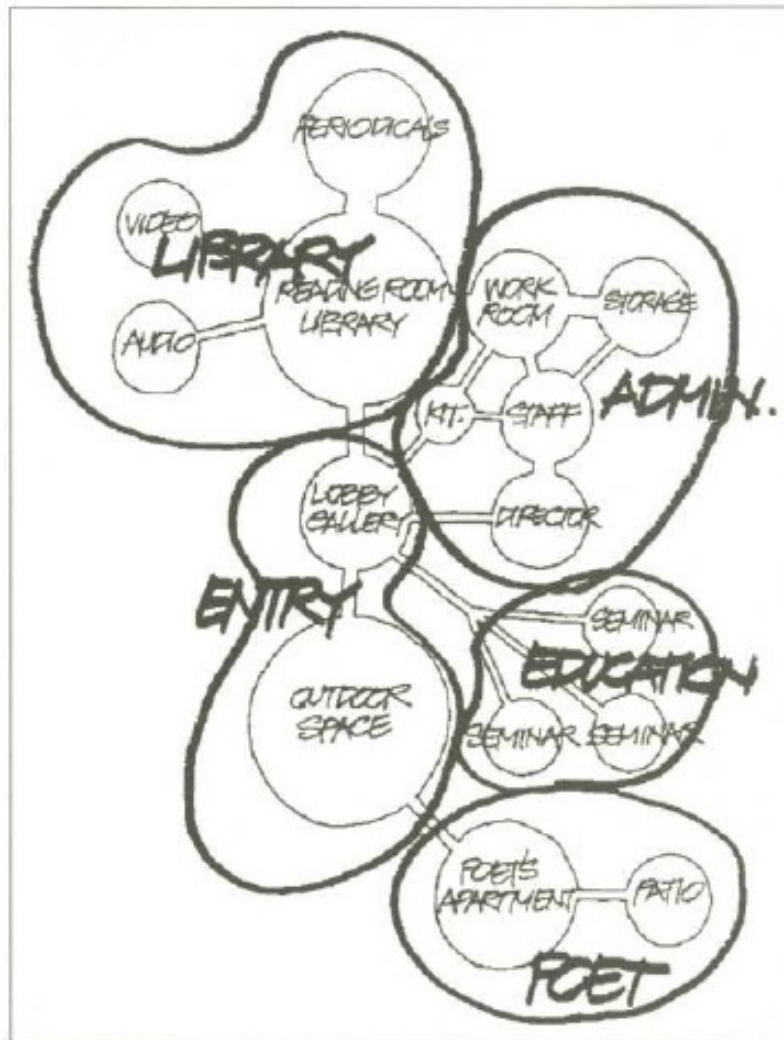


Figure 7-42 Zoning Relationship Diagram.

Credit: Corky Postler, W. Kirby Lockard, Chris Evans, Kim Kuykendall, Scott Pask, and Donna Sink, 1998. University of Arizona Poetry Center, Building Program and Site analysis. Permission: Architecture Laboratory, Inc.

SPACE ASSOCIATIONS – BUBBLE DIAGRAM WITH ZONING