

SUMMARY OF ESTIMATED SPACE NEEDS - FEH DESIGN

BASIC INFORMATION	
Library Name	Spooner Memorial Library
Year Space Needs Analysis Performed	2021
Space Needs Calculation Target Year	2041
Design Population Applied	12,928

COLLECTION SPACES	Square Footage
Adult Collection Space Required	2,987
Children's Collection Space Required	1,183
Young Adult Collection Space Required	128
TOTAL COLLECTION SPACE REQUIRED	4,298

RUNNING TOTAL
20,543 GSF

SEATING SPACES	User Seats	Square Footage
Recommended Total User Seating Base (not including computer or meeting room seating). NOTE: Total number of seats may differ from sum of counts for individual areas due to rounding.	84	
CASUAL AND STUDY SEATING		
Adult Casual and Study Seating Suggested Based on Population Served	55	2,017
Children's Casual and Study Seating Suggested Based on Population Served	21	756
Young Adult Casual and Study Seating Suggested Based on Population Served	8	336
TOTAL CASUAL AND STUDY SEATING REQUIRED		3,109
COMPUTER/ TECHNOLOGY SEATING		
Adult Desktop Computer Workstations	6	270
Children's Desktop/ Early Literacy/ Educational Game Workstations	4	160
Young Adult Desktop Computer Workstations	4	180
Laptop Bar Stations	2	48
TOTAL COMPUTER/ TECHNOLOGY SPACE REQUIRED		658
TOTAL USER SEATING SPACE REQUIRED		3,767

RUNNING TOTAL
20,543 GSF

STAFF SPACES	Square Footage
Director's Office	210
Other Enclosed Offices	180
Circulation Workstations	340
Reference/ Information Desk Workstation(s)	0
Children's Service Desk Workstation(s)	155
Young Adult Service Desk Workstation(s)	0
Other Service Desks	0
General Staff Workspace	1,100
Staff Lunch/ Break Room	340
TOTAL STAFF WORKSPACE REQUIRED	2,325

MEETING AND GATHERING SPACES	Occupancy	Square Footage
Conference Room #1	8	300
Conference Room #2	20	660
All-Purpose Room #1	100	1500
All-Purpose Room #2	0	0
Children's Program Area	50	700
Children's Craft Area	0	0
Children's Creative Play Space	8	160
Maker Space	20	700
Computer Lab	0	0
Other Meeting Space #1	4	150
Other Meeting Space #2	4	150
TOTAL MEETING & GATHERING SPACE		4,320

RUNNING TOTAL
20,543 GSF

SPECIAL USE SPACES	Square Footage
Coffee Bar	64
Café	-
Art Gallery	-
Friends' Book Sale Area	74
Friends' Gift Shop	-
Friends' Office/ Book Sorting Area	-
Co-Working Space	-
Office for another organization/ agency	-
AMH (RFID) sorting equipment	-
TOTAL SPECIAL USE SPACES	138

RUNNING TOTAL
20,543 GSF

MISCELLANEOUS SPACES	Square Footage
Space for areas such as restrooms, mechanical rooms, janitorial storage are included in the percentage that is applied in the Structural Space/ Non-Assignable Space category. However, there are some important spaces that are not included in the functional categories above that are important to library operations. These are broken out below.	
Copy Machine(s)	50
Dictionary Stand(s)	0
Atlas Stand(s)	0
Map Case(s)	0
Microform Cabinet(s)	15
Vertical File Cabinet(s)	0
Lateral File Cabinet(s)	0
TOTAL MISCELLANEOUS SPACES	65

UNCATEGORIZED SPACE	Square Footage
Supply Storage	93
General Storage	447
Entrance Lobby(ies)	447
Service/ Loading Entrance	149
TOTAL UNCATEGORIZED SPACE	1,137

TOTAL FUNCTIONAL SPACE 16,050

STRUCTURAL SPACE/ NON-ASSIGNABLE SPACE PERCENTAGE APPLIED 28 %

GRAND TOTAL ESTIMATED TOTAL SPACE NEED
(GROSS SQUARE FEET) 20,543 GSF