



May 19, 2021

Mr. Christopher D. Seaberg
 Town Manager
 601 W Corbett Avenue
 Swansboro NC 28584

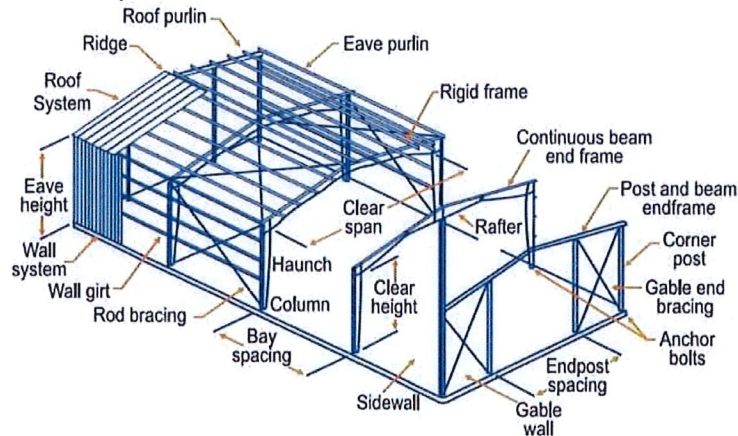
**Re: Public Safety Building Restoration/Relocation
 Planning Status Memo**

Dear Chris:

We had expected that by Wednesday 4/28/21 we would have a structural report with results regarding the load carrying capacities of the critical (measured) members.

Most of the structural elements have been calculated regarding their ability to counter the forces required by the current Building Code as the Town has requested. The Main Frames are taking a little longer because of their specialized shape. Below are our findings. Note that remedy approaches will be discussed within the full report.

| <u>Element</u> | <u>Finding</u> |
|--|----------------------------|
| Footings:..... | assumed to be insufficient |
| Anchor Bolts attaching Main Frames to Footings:..... | sufficient |
| Main Frames:..... | still in analysis |
| Gable end wall framing: | insufficient |
| Girt, secondary framing supporting wall panels:..... | insufficient |
| Purlins, secondary framing supporting roof panels: | insufficient |
| Bracing of the above secondary framing:..... | insufficient |
| Cross bracing in walls:..... | insufficient |
| Cross bracing in roof:..... | insufficient |
| Metal wall panels: | sufficient |
| Metal roof panels: | sufficient |



120 North Boylan Avenue
 Raleigh, NC 27603-1423

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We have tabulated the current and projected staffing through the year 2030 and 2050 target dates. We analyzed staffing and associated that with the office or space required. We have included spaces which are not associated with a given employee but are needed for the functioning of the department...like Radio Room or the Decontamination area. Lastly, we covered spaces that are needed in the building for general functionality not related to specific operations. These areas might include a Foyer, or a Public Restroom. Attached are the Square Footage Tables Which we have Calculated.

If any questions come up, please do not hesitate to reach out.

Sincerely,

THE WOOTEN COMPANY



Russell D. Pearlman, AIA
Project Architect

rdp



TWC No. 2760-AE

Fire Staff Spaces

| Area # | Occupant Title | Occupant | Room Name | Near | Note | Current SF | 2030 Need | 2050 Need |
|--------|-------------------------------|--------------------------|--------------------------------|----------------|--|------------|-----------|-----------|
| 1 | Fire Chief | Tessing, Mark | Chief's Office | Captains | | 154 | 150 | 150 |
| 2 | Fire Captain | Taverine, Kevin | Squad Room/ Captain's Office-A | Squad Room | Acting Inspector | 298 | 120 | 120 |
| 3 | Fire Captain | Earles, Bettie Ashleigh | Squad Room/ Captain's Office-B | Squad Room | Shared in area noted. | (Area #2) | 120 | 120 |
| 4 | Fire Captain | Hannon, Robert J. | Squad Room/ Captain's Office-C | Squad Room | Fire Prevention. Shared in area noted. | (Area #2) | 120 | 120 |
| 5 | Fire Department Assistant- PT | Tessing, Linda | FD Assistant's Office | Foyer/Air Lock | | 116 | 100 | 100 |
| 6 | Fire Engineer - PT | Degnan, David | Squad Room | Break | (8) Workstations | (Area #2) | 400 | 500 |
| 7 | Fire Engineer - PT | Stanley, Jr., William | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 8 | Fire Engineer - PT | - | Squad Room | Break | Shared in area noted. | - | (Area #6) | (Area #6) |
| 9 | Fire Driver/Oper - FT | Roberts, Jr., Roberts R. | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 10 | Fire Driver/Oper - FT | Forty, Raysiel | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 11 | Fire Driver/Oper - PT | Cecil, Matt | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 12 | Fire Driver/Oper - PT | Matthias, Travis | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 13 | Fire Driver/Oper - PT | Odham, Gary | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |

Swansboro Public Safety
Fire Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

| Area # | Occupant Title | Occupant | Room Name | Near | Note | Current SF | 2030 Need | 2050 Need |
|--------|-----------------------|---------------------|--------------------|------------|---|------------|-----------|-----------|
| 14 | Fire Driver/Oper - PT | Polk, Ethan | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 15 | Fire Driver/Oper - PT | West, Joseph | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 16 | Fire Driver/Oper - PT | - | Squad Room | Break | Shared in area noted. | - | - | (Area #6) |
| 17 | Fire Driver/Oper - PT | - | Squad Room | Break | Shared in area noted. | - | - | (Area #6) |
| 18 | Firefighter - PT | Bellamy, Chase | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 19 | Firefighter - PT | Jones, Corey | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 20 | Firefighter - PT | Manley, Darrell | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 21 | Firefighter - PT | Mathis, Pat | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 22 | Firefighter - PT | Pimenta, David | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 23 | Firefighter - PT | Watson, Christopher | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 24 | Firefighter - PT | Webster, Clayton A. | Squad Room | Break | Shared in area noted. | (Area #2) | (Area #6) | (Area #6) |
| 25 | Assistant Chief | Kevin MacEnroy | Squad Room | Break | PT Volunteer currently. Shared in area noted. | (Area #5) | 120 | 120 |
| 26 | Inspector | - | Squad Room | Break | Shared in area noted. | - | (Area #6) | (Area #6) |
| 27 | Fire Prevention | - | Captain's Office-D | Squad Room | | - | - | 120 |

Swansboro Public Safety
Fire Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

Fire
Function
Spaces

| Area # | Occupant Title | Occupant | Room Name | Near | Note | Current SF | 2030 Need | 2050 Need |
|--------|----------------|----------|---------------------|-----------------------|------------------------------------|------------|-----------|-----------|
| 28 | - | - | Truck Bays | Exterior | (+) 1 Bay in future. | 4400 | 5500 | 5500 |
| 29 | - | - | Oxygen Tank Storage | Truck Bays | Currently stored on trailer in bay | - | 100 | 100 |
| 30 | - | - | Bunkroom-M | Squad Room | (4) Bunks | 260 | 260 | 260 |
| 31 | - | - | Bunkroom-W | Squad Room | (4) Bunks | 260 | 260 | 260 |
| 32 | - | - | Conference | Chief's Office | | - | 180 | 180 |
| 33 | - | - | Copy/Reception | FD Assistant's Office | | - | 80 | 80 |
| 34 | - | - | Kitchen | Squad Room | Commercial Grade Needed | 235 | 350 | 350 |
| 35 | - | - | Lounge | Squad Room | | 255 | 300 | 300 |
| 36 | - | - | Radio Room | Truck Bays | | 50 | 80 | 80 |
| 37 | - | - | Fitness Room | Truck Bays | Currently shared in area noted. | (Area #28) | 200 | 200 |
| 38 | - | - | Men's Staff WC | Squad Room | | 165 | 200 | 200 |
| 39 | - | - | Women's Staff WC | Squad Room | | 165 | 200 | 200 |
| 40 | - | - | Stg. Linen Closet | Bunkrooms | | - | 25 | 25 |
| 41 | - | - | Stg. Miscellaneous | Squad Room | | - | 150 | 200 |
| 42 | - | - | Supplies/Storage | Kitchen | | 50 | 100 | 100 |
| 43 | - | - | Paramedic Storage | Truck Bays | EMS Med Supplies/ Refrig. | - | 32 | 32 |

Swansboro Public Safety
Fire Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

| Area # | Occupant Title | Occupant | Room Name | Near | Note | Current SF | 2030 Need | 2050 Need |
|--------|----------------|----------|------------------|------------|----------------|------------|-----------|-----------|
| 44 | - | - | Standard Laundry | Squad Room | | - | 80 | 80 |
| 45 | - | - | Decon. Room | Truck Bays | | - | 80 | 80 |
| 46 | - | - | Hose Drying | Truck Bays | 30'-0" Ceiling | - | 32 | 32 |

Facility
Function
Spaces

| Area # | Occupant Title | Occupant | Room Name | Near | Note | Current SF | 2030 Need | 2050 Need |
|--------|----------------|----------|-----------------------------|----------------|----------------------------------|------------|-----------|-----------|
| 47 | - | - | Foyer/Air Lock | Public WC's | | 180 | 200 | 200 |
| 48 | - | - | Meeting/Training Room | Squad Room | | 1060 | 1200 | 1200 |
| 49 | - | - | Generator | Exterior | On site | - | - | - |
| 50 | - | - | Server/Network/Surveillance | Office Supply | Main server located at Town Hall | 80 | 80 | 80 |
| 51 | - | - | Janitor/Cleaning Supplies | Kitchen | Currently shared in area noted. | (Area #34) | 25 | 25 |
| 52 | - | - | Office Supply | Paper Supply | | - | 80 | 80 |
| 53 | - | - | Paper Supply | Office Supply | | - | 80 | 80 |
| 54 | - | - | Mech/Elec | Exterior Wall | | - | 300 | 300 |
| 55 | - | - | Men's Public WC | Foyer/Air Lock | | - | 100 | 100 |
| 56 | - | - | Women's Public WC | Foyer/Air Lock | | - | 100 | 100 |

Swansboro Public Safety
Fire Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

| Space Needs | Current SF | 2030 Need | 2050 Need |
|-----------------|-------------|--------------|--------------|
| Subtotal | 7398 | 10579 | 10849 |
| Ancillary | 330 | 925 | 925 |
| Total SF | 7728 | 11504 | 11774 |
| Occupied % | 96% | 92% | 92% |

| Staff Qty. | Current | 2030 Need | 2050 Need |
|------------|---------|-----------|-----------|
| | 22 | 24 | 27 |

Swansboro Public Safety
Police Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

Police Staff Spaces

| Area # | Occupant Title | Occupant | Room Name | Near | Note | Current SF | 2030 Need | 2050 Need |
|--------|-------------------|---------------------|----------------------|----------------|---|------------|-----------|-----------|
| 1 | Police Chief | Jackson, Ken | Chief's Office | Lt.'s Office | | 210 | 150 | 150 |
| 2 | Police Lieutenant | Taylor, Dwayne | Lt.'s Office | Squad Room | Acting Assistant Chief | 122 | 150 | 150 |
| 3 | Detective | Fickey, Anton | Detective's Office-A | Squad Room | | 175 | 120 | 120 |
| 4 | Detective | Watts, Brenda | Detective's Office-B | Squad Room | Shared in area noted. | (Area #3) | 120 | 120 |
| 5 | Admin Rep | Stanley, Teresa | Reception | Foyer/Air Lock | Shared between Fire & Police | 145 | 120 | 120 |
| 6 | Police Sergeant | Kackiemiester, Kyle | Squad Room | Break | (1) Sergeant Workstation/Files | 245 | 500 | 600 |
| 7 | Police Sergeant | McNeil, Jeremy J | Squad Room | Break | (1) Sergeant Workstation/Files. Shared in area noted. | (Area #6) | (Area #6) | (Area #6) |
| 8 | Police Officer | Brim, Benjamin M. | Squad Room | Break | (6) Officer Workstations/Files. Shared in area noted. | (Area #6) | (Area #6) | (Area #6) |
| 9 | Police Officer | McLean, John | Squad Room | Break | Shared in area noted. | (Area #6) | (Area #6) | (Area #6) |
| 10 | Police Officer | Morin, Krystal | Squad Room | Break | Shared in area noted. | (Area #6) | (Area #6) | (Area #6) |
| 11 | Police Officer | Tallman, Ryan | Squad Room | Break | Shared in area noted. | (Area #6) | (Area #6) | (Area #6) |
| 12 | Police Officer | Wellmer, Kyle M. | Squad Room | Break | Shared in area noted. | (Area #6) | (Area #6) | (Area #6) |
| 13 | Police Officer | - | Squad Room | Break | Shared in area noted. | - | (Area #6) | (Area #6) |
| 14 | Police Officer | - | Squad Room | Break | Shared in area noted. | - | (Area #6) | (Area #6) |
| 15 | Police Officer | - | Squad Room | Break | Shared in area noted. | - | - | (Area #6) |
| 16 | Police Officer | - | Squad Room | Break | Shared in area noted. | - | - | (Area #6) |
| 17 | Police Officer | - | Squad Room | Break | Shared in area noted. | - | - | (Area #6) |

Swansboro Public Safety
Police Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

| Area # | Occupant Title | Occupant | Room Name | Near | Note | Current SF | 2030 Need | 2050 Need |
|--------|----------------------|----------|----------------------|------------|---|------------|-----------|-----------|
| 18 | Reserve Officer (PT) | - | Squad Room | Break | Shared in area noted. | (Area #6) | (Area #6) | (Area #6) |
| 19 | Reserve Officer (PT) | - | Squad Room | Break | Shared in area noted. | (Area #6) | (Area #6) | (Area #6) |
| 20 | Reserve Officer (PT) | - | Squad Room | Break | Shared in area noted. | (Area #6) | (Area #6) | (Area #6) |
| 21 | Captain/Asst. Chief | - | Lt.'s Office | Squad Room | Lt. to be promoted; no new position | - | (Area #2) | (Area #2) |
| 22 | Detective | - | Detective's Office-C | Squad Room | | - | - | 120 |
| 23 | Corporal | - | Squad Room | Break | (1) Corporal Workstation/Files. Shared in area noted. | - | (Area #6) | (Area #6) |
| 24 | Corporal | - | Squad Room | Break | (1) Corporal Workstation/Files. Shared in area noted. | - | (Area #6) | (Area #6) |

Police Function Spaces

| Area # | Occupant Title | Occupant | Room Name | Near | Note | Current SF | 2030 Need | 2050 Need |
|--------|----------------|----------|--------------------|--------------------|---|------------|-----------|-----------|
| 25 | - | - | Incident Report | Lt.'s Office | Currently shared in area noted. | (Area #27) | 100 | 100 |
| 26 | - | - | File Room | Detectives | | 50 | 80 | 120 |
| 27 | - | - | Interview Detainee | Detectives | | 68 | 100 | 100 |
| 28 | - | - | Processing | Lt.'s Office | Intoxilizer at Sheriff's Office | 80 | 160 | 160 |
| 29 | Detainee | - | Detainees WC | Interview Detainee | | - | 50 | 50 |
| 30 | - | - | Armory | Lt.'s Office | ammunition, weapons | 104 | 120 | 120 |
| 31 | - | - | Utility Equipment | Lt.'s Office | Currently shared in area noted. (uniform attire, duty gear, pepper spray, belts, batons, spare radios, crime scene processing, spare vehicle equipment) | (Area #30) | 100 | 100 |
| 32 | - | - | Evidence | Detectives | Provide pass through lockers for transferring evidence. Refrigeration. | 148 | 150 | 150 |

Swansboro Public Safety
Police Department Square Footages



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

TWC No. 2760-AE

| Area # | Occupant Title | Occupant | Room Name | Near | Note | Current SF | 2030 Need | 2050 Need |
|--------|----------------|----------|---------------------------------------|--------------------------|---|------------------|-----------|-----------|
| 33 | - | - | Property Storage | Detectives | Currently shared in area noted. | (Area #32) | 120 | 120 |
| 34 | - | - | Sallyport | Interview or Detainee WC | Two vehicles and storage with trench drain. | - | 1000 | 1000 |
| 35 | - | - | Vehicle Examination/ Evidence Holding | Sallyport | | - | 720 | 720 |
| 36 | - | - | Locker Room | Squad Room | Personal locker space, one per staff member | - | 150 | 150 |
| 37 | - | - | Men's Staff WC | Locker Room | Currently shared with Fire Dept. | 165 | 165 | 165 |
| 38 | - | - | Women's Staff WC | Locker Room | Currently shared with Fire Dept. | 165 | 165 | 165 |
| 39 | - | - | Shower Room-A | Locker Room | Currently shared in areas noted. | (Areas #36 & 37) | 50 | 50 |
| 40 | - | - | Shower Room-B | Locker Room | Currently shared in areas noted. | (Areas #36 & 37) | 50 | 50 |
| 41 | - | - | Shower Room-C | Locker Room | Currently shared in areas noted. | (Areas #36 & 37) | 50 | 50 |
| 42 | Staff (6-8) | - | Break | Squad Room | sink, microwave, refrigerator, oven, 4-top. | 255 | 250 | 250 |

Facility Function Spaces

| Area # | Occupant Title | Occupant | Room Name | Near | Note | Current SF | 2030 Need | 2050 Need |
|--------|----------------|----------|-----------------------|------------|--|------------|-----------|-----------|
| 43 | - | - | Foyer/Air Lock | Reception | | 180 | 200 | 200 |
| 44 | - | - | Meeting/Training Room | Squad Room | | 1060 | 1200 | 1200 |
| 45 | - | - | Generator | Outside | New generator needed. Located on site. | - | - | - |

Swansboro Public Safety
Police Department Square Footages

TWC No. 2760-AE



THE WOOTEN COMPANY

120 North Boylan Avenue Raleigh, NC 27603-1423

| Area # | Occupant Title | Occupant | Room Name | Near | Note | Current SF | 2030 Need | 2050 Need |
|--------|----------------|----------|-----------------------------|----------------|----------------------------------|------------|-----------|-----------|
| 46 | - | - | Vehicle Charging | Outside | (4) charging stations on site | - | - | - |
| 47 | - | - | Server/Network/Surveillance | Office Supply | Main server located at Town Hall | 80 | 80 | 80 |
| 48 | - | - | Janitor | WC's/Break | Currently shared in room noted. | (Area #42) | 25 | 25 |
| 49 | - | - | Office Supply | Paper Supply | | - | 80 | 80 |
| 50 | - | - | Paper Supply | Office Supply | | - | 80 | 80 |
| 51 | - | - | Mech/Elec | Exterior Wall | | - | 300 | 300 |
| 52 | - | - | Men's Public WC | Foyer/Air Lock | | - | 100 | 100 |
| 53 | - | - | Women's Public WC | Foyer/Air Lock | | - | 100 | 100 |

| Space Needs | Current SF | 2030 Need | 2050 Need |
|-----------------|-------------|-------------|-------------|
| Subtotal | 2922 | 6000 | 6260 |
| Ancillary | 330 | 905 | 905 |
| Total SF | 3252 | 6905 | 7165 |
| Occupied % | 90% | 87% | 86% |

| Staff Qty. | Current | 2030 Need | 2050 Need |
|------------|---------|-----------|-----------|
| | 13 | 18 | 22 |



REVISIONS



TOWN OF SWANSBORO NORTH CAROLINA
POLICE AND FIRE DEPARTMENT
PRELIMINARY FLOOR PLAN

PRELIMINARY
NOT FOR CONSTRUCTION

DESIGNED BY: RDP
DRAWN BY: TSM
CHECKED BY: RDP
PROJECT NO.: 2760-AE
DATE: 08-02-21
SCALE: 1/8" = 1'-0"

SHEET NO.

A101

PRELIMINARY
FOR REVIEW PURPOSES ONLY
NOT RELEASED FOR CONSTRUCTION