

From "Library Space Planning Guide Worksheet", Abbott Library planning notebook.
 Previous values noted bracketed [].
 15 year future planning window, [20 years]

1 Establish Service Population

1a 2005 local population: 3300 p [3055 p]

(estimated library user pop: 1300, including non-resident)

1b 2020 projected population (Plan Bd 1.74% per year): 4260 p [4356 p]

1c. Non-resident population estimate: 273 p

(Non-res transactions / total transactions) x projected population =
 $2600 / 40,600 = 0.064 \times 4260 = 273$ p

1d **Service Population:** $4260 + 273 = 4533$ p [6447 p]

2a Book Collection:

Current collection: 28,400 (Children: 35% or 10,000; Adult: 65% or 18,400)

Guide: Basic: Core 10,000 + 1.75 per 1000 p = 17,455 volumes

Guide: Growing: Core 10,000 + 2.75 per 1000 p = 21,715 volumes

(Current collection exceeds guidelines)

Assume Net Growth: 500 / year x 15 years = 7500 volumes [1000/yr]

Total: 35,900 volumes. [50,000]

2b Non-print Collection: (Currently > 38% of circulation)

Current collection: 3700 items (13% of total)

Assume Net Growth: 300 /year x 15 years = 4500 volumes

Total: 8200 volumes [9700]

2c Periodicals

Current collection: 376 items (not sure # periodicals this translates to)

Guide: Basic: Core 30 + 15 per 1000p = 97

Guide: Growing: Core 30 + 20 per 1000p = 120

Assume 20 will be on-line

Total on display: 90

Back periodicals in storage (use previous #): 5100

2b Collection Space

Books:

Guide: $35,900 / 25 = 1436$ sf

My estimate: 10 /LF shelf x 5 shelves high = 50 units/LF shelf

$35,900 / 50$ items/ft = 718 LF x 3.5 sf = 2510 sf

(Children: 35% of 2513 = 880 sf; Adult 1630 sf)

Non-print:

Guide: $6700 / 10 = 670$ sf

My estimate: 16/LF shelf x 6 shelves high = 96 units/LF shelf

$8200 / 96 = 85$ F x 4 sf = 340 sf

Periodical Display:

$150 / 1.5 = 100$ sf

Periodical Stored:

250 sf

Total: 3200 sf [3635]

3 **Public Computer stations**

PAC: 3 x 30 = 90 sf
Workstations: 6 x 25 = 150 sf
Total: 240 sf [405]

4 **User Seating Space**

Recommended range is 7 to 10 seats per 1000 people
Service Population: 4533
Total Seating: 32 to 45 Less Comp stations: 26 to 39 seats; Use 32
32 x 30 sf / seat: 960 sf [1350]

5 **Staff Work Space**

Work/Processing Area: 2 p @ 100 sf = 200 sf
Circulation desk 130 sf
Children: 1p @ 100 sf
Office: 1 p @ 120 sf
Total: 550 sf [900]

6. **Meeting Room Space**

General: 45 seats x 10 sf = 450 sf
Conference: 15 seats x 15 sf + 25 = 250 sf
Children's story area: 15 kids x 10 sf = 150 sf
Childrens' arts/crafts area: 15 kids x 25 sf = 350 sf
Total: 1200 sf [1650]

7 **Special Use Space**

Atlas stand: 10 sf
Bulletin board: 20 sf
Display cases: 40 sf
Map file: 20 sf
Photocopier: 30 sf
Staff break room: 140 sf
Vertical files: 40 sf
Local History area: 100 sf
Total: 400 sf [867]

8. **TOTAL AREA**

Collection space: 3,200
Computer stations: 240 sf
User seating: 960 sf
Staff workspace: 550 sf
Meeting Rooms: 1200 sf
Special use: 400 sf
Subtotal: 6550
Gross to net factor 25%: 1640
TOTAL: 8,190 sf [11,009]