

CITY PLANNING COMMISSION  
2 LAFAYETTE STREET  
NEW YORK, NEW YORK 10007

SUPPLEMENTAL APPLICATION TO APPL. NO. 820687PSM of 1/20/82  
FOR SELECTION AND ACQUISITION OR LEASE OF SITE  
FOR PUBLIC FACILITY  
(ORIGINAL APPLICATION CERTIFIED 4/26/82)

RECEIVED

AUG - 5 1982

INSTRUCTIONS

Send completed application and all supporting documents and correspondence in 20 assembled sets to the Secretary, City Planning Commission, Room 1500, at the above address.

For any further information, contact the Division of Public Facilities, Office of Technical Operations: 566:8477.

NOTE: THIS APPLICATION WILL BE DEEMED PRELIMINARY UNTIL IT IS CERTIFIED AS COMPLETE BY THE CITY PLANNING COMMISSION OR THE DIRECTOR OF CITY PLANNING.

1. <u>APPLICANT</u>	<u>DOC</u>	<u>DJJ</u>
<u>AGENCY</u>	NYC Dept. of Correction	NYC Dept. of Juvenile Justice
<u>AGENCY'S REP: Name &amp; Title</u>	Sharon M. Keilin, Dep. Comm.	Margaret Skarrow, Asst. Comm.
<u>Address</u>	100 Centre St., Rm. 1406 New York, NY 10013	42 Broadway, Rm. 814 New York, NY 10004
		(DOC/Keilin) 374-4430 Tel. No. (DJJ/Skarrow) 248-8317

PROJECT TITLE OR NAME:

New Lower Manhattan Juvenile and Adult Detention Facilities,  
including site - Capital Projects C-109 and [part of] JJ-1

PROJECTED FACILITY REQUIREMENTS

2. DESCRIBE FUNCTION/SERVICES TO BE ACCOMMODATED: (brief description) Project include a 500-bed adolescent/adult (ages 16 and over) correctional facility to accommodate detainees awaiting or on trial in New York County and a 156-bed juvenile (age 10-15) correctional facility to accommodate detainees awaiting or on trial in New York, Kings and Richmond counties. Ancillary space to include support and program areas for detainees, staff and visitors.

SITE REQUIREMENTS:

TOTAL FLOOR AREA: 445,800 (313,000-DOC / 132,800-DJJ) SQ.FT.

NO. OF EMPLOYEES 115 - DJJ / 344 - DOC

LOT AREA 52,215 s.f.

IS THIS A REPLACEMENT FACILITY  OR NEW FACILITY

IF REPLACEMENT FACILITY, DESCRIBE PRESENT FACILITY, LOCATION AND REASON FOR REPLACEMENT. IF NEW FACILITY, DESCRIBE NEED. DOC: Pursuant to Benjamin v. Malcolm pending in federal district court, the City submitted a plan (See Attachment A) in Oct to Judge Lasker under which it would cease to operate the Rikers I. House of Detention Men as a detention facility w/i 5 years, replacing its 1200 beds with spaces on both Rikers I. and/or in Manhattan, the originating county for large numbers of HDM detainees. This facility constitutes the Manhattan portion of intended replacement space. DJJ: In the City Council Committee on Public Safety & the Mayor's Task Force on Spofford Detention Center, recommended that Spofford be replaced with smaller, decentralized facilities closer to the courts. This project represents one of two proposed replacement sites as recommended.

\*Day Tour/Peak Occupancy

PROPOSED SITE

3. LOCATIONAL AND DESCRIPTION OF PROPOSED SITE

BOROUGH Manhattan BLOCK(S) 198 LOT(S)\* 1,10,23,24,26

ADDRESS Block bounded by Centre, Baxter, Walker, White Streets a/k/a 116-150 Centre St.

ZONING MAP NO. 12C ZONING DISTRICT C6-4 CPD NO. 1

IMPROVED

UNIMPROVED

Irregular lot: On Centre St., 245' 11 1/4"; Walker St., 191' 8"; Baxter St., 273' 3"; White St., 221' 3/4".  
LOT DIMENSIONS: FRONT \_\_\_\_\_ DEPTH \_\_\_\_\_ AREA 52,215 s.f.\*

DESCRIBE EXISTING IMPROVEMENTS:

NOTE: existing improvements shown on most available maps were demolished by present owner in late 1981.

A.V. (LAND) \$ 1,600,000 A.V. (TOTALS) & (Site is unimproved)

PRESENT OWNER: \*\* China Plaza Company ADDRESS 250 Park Ave., New York, NY 10017  
%Nespar Corp. (general partner)

APPRAISED VALUE: \*\*\* Not Available \$ APPRAISER \_\_\_\_\_

SALE/LEASE AMOUNT \$ \*\*\* Not Applicable LENGTH OF LEASE \*\*\* Not Applicable

PROPOSED IMPROVEMENTS: (DESCRIBE: INCLUDE DEMOLITION, CONSTRUCTION, ALTERATIONS (Also attach scope of project if available) No demolition is required. After site preparation, new 445,800 s.f. bldg. of approx. 13 stories + basement + rooftop recreation deck will be constructed on piles. Building has not been designed.

TOTAL CONST. COST \$55,900,000 - DOC\*\*  
\$19,543,680 - DJJ  
\$75,443,580 Combir

4. EXISTING CONDITIONS

IS THERE ANY OUTSTANDING BUILDING APPLICATION/PERMIT? Yes  No

CHECK WITH DCP PUBLIC IMPROVEMENTS DIVISION (566-8474) RE: CONFLICTS WITH OTHER PROJECTS. IN ANY CONFLICT, DESCRIBE:

NOT APPLICABLE

IS SITE WITHIN AN URBAN RENEWAL OR OTHER DESIGNATED AREA? YES  NO   
IF SO, NAME OF AREA: \_\_\_\_\_

WILL THIS PROJECT REQUIRE IMPROVEMENTS IN THE EXISTING INFRASTRUCTURE, SEWER, WATER, GAS, ETC.? YES  NO   
IF YES, DESCRIBE: \_\_\_\_\_

ARE THERE UNUSUAL SITE CHARACTERISTICS - ROCK, TOPOGRAPHY, ETC? YES  NO

5. RELOCATION REQUIRED: YES  NO

EXISTING USE: COMMERCIAL INDUSTRIAL RESIDENTIAL

NO. OF TENANTS \_\_\_\_\_  
NO. OF EMPLOYEES \_\_\_\_\_ NONE.

\* If site includes a partial section of any lot, a complete metes and bounds description of the entire site must be submitted. See s.f. calculation appended to this application as Exhibit One.

\*\* If site is not City-owned, a letter from the Division of Real Property certifying that City-owned property suitable for this project is not available. See letter from Dept. of General Services appended to this application as Exhibit Two.

\*\*\* If available

\*\*\*\* DOC estimated cost has been reduced \$7.6 million from original application based on updated (lower) cost-of-escalation factor used by OMB.



**6. FUNDING AND BUDGET INFORMATION**

DOC - 100%      DOC - 0%  
 CITY DJJ - 50%      STATE DJJ - 50%      FEDERAL \_\_\_\_\_ %      OTHER \_\_\_\_\_ %

(Describe source/program below, i.e. UMTA, CD Title II etc)

DOC - City Capital Budget, FY82 and beyond.

DJJ - City Capital Budget, FY82 and beyond, (50%); NYS Division For Youth capital reimbursement funds (50%)

CAPITAL BUDGET		\$ PRIOR	\$ CURRENT FY	\$ THREE-YEAR
LINE NO.	PROJECT NO.	AUTHORIZATIONS	YEAR	CAPITAL PROGRAM
499	C-109	\$8,100,000	\$400,000	\$62,100,000
506	JJ-1	900,000(c)	100,000(c)	20,377,000(c)
		900,000(s)	100,000(s)	20,377,000(s)

7. RELATED ACTIONS REQUIRED Note: JJ-1 funds are for this site and one other.

MAPPING       ZONING       OTHER       (Explain)

IF OTHER ULURP ACTIONS REQUIRED, HAS APPLICATION BEEN SUBMITTED?      YES       NO

\*CEQR APPLICATION FILED? Original Draft EIS submitted 1/20/82;      YES       NO   
 Supplemental Draft EIS submitted with this application.

8. MAPS

ATTACHED AND OUTLINE THE SITE ON THE FOLLOWING

A. LAND USE MAPS( show the following)

- 1) FACILITY SERVICE AREA
- 2) EXISTING FACILITIES OF THE SAME TYPE

For 1&2, See Land Use Maps A (DOC) and A, A-1, A-2, A-3, A-4 (DJJ)

- 3) CORE AREA (Limits of optimum location)
- 4) OTHER SITES CONSIDERED

For 3&4, See Land Use Map A-5.

NOTE: ATTACHMENTS A, B AND C, FILED WITH ORIGINAL ULURP APPLICATION #820687PSM of 1/20/82 ARE NOT RESUBMITTED WITH THIS SUPPLEMENTAL APPLICATION.

B. ZONING MAP

C. TAX MAP (N.B. - Improvements shown were demolished in Nov.- Dec.1981.)

D. SCHEMATIC SITE PLAN SHOWING LOCATION AND SIZE OF BUILDING, ACCESS AND ANTICIPATED TRAFFIC PATTERNS TO AND FROM SITE. See map labeled 8D.

9. ADDITIONAL COMMENTS: (Use separate sheet if necessary)

- A. CONCISE ANALYSIS OF ALL SITES CONSIDERED, INCLUDING ADVANTAGES & DISADVANTAGES
- B. DESCRIBE FULLY FUNCTION/SERVICES TO BE ACCOMMODATED.

For A., See Attachment D., submitted with this supplemental application.

For B., See Attachment B. (orig.appl.) re DOC facility AND ATTACHMENT E. re DJJ facility. The latter is submitted with this application.

DOC - BENJAMIN WARD

DJJ - PAUL STRASBURG

COMMISSIONER

COMMISSIONER

Type	Name of Agency Head	Title
DOC	<i>Benjamin Ward</i>	8/3/82
DJJ	<i>William J. Gill</i>	8/4/82
	Signature of Agency Head	Date

NOTE: A CERQ application must be filed simultaneously with this application. Forms may be obtained from the Department of City Planning, 2 Lafayette Street, Room 2104, or by calling 566-7326. (Include one copy with this application.)

FOR CPC USE ONLY

CPC ACTION:      FAVORABLE       UNFAVORABLE       DATE \_\_\_\_\_

BOE ACTION:      FAVORABLE       UNFAVORABLE       DATE \_\_\_\_\_



KINGS COUNTY CRIMINAL COURT  
120 SCHERMERHORN ST.

BOROUGH OF BROOKLYN  
(KINGS COUNTY)

LAND USE MAP A-1



MAJOR ZONING CLASSIFICATIONS

- R — RESIDENTIAL DISTRICT
- C — COMMERCIAL DISTRICT
- M — MANUFACTURING DISTRICT

The number(s) and/or letter(s) which follows an "R", "C", or "M" district designation indicates use, bulk, and other controls as described in the text of the Zoning Resolution.

**SPECIAL PURPOSE DISTRICTS**  
The letter(s) within the shaded area designates the special purpose district as described in the text of the Zoning Resolution.

..... INDICATES PROPERTY REZONED BY AMENDMENT EFFECTIVE: 12-3-81 A-1330

(D) RESTRICTIVE DECLARATION, FOR DETAIL REFER TO R.D. SHEET.

MAP KEY

12b	12d	13b
16a	16c	17a
16b	16d	17b





BOROUGH OF BROOKLYN (KINGS COUNTY)

LAND USE MAP A-2

MAJOR ZONING CLASSIFICATIONS



- R — RESIDENTIAL DISTRICT
- C — COMMERCIAL DISTRICT
- M — MANUFACTURING DISTRICT

The number(s) and/or letter(s) which follow an "R", "C", or "M" district designation indicates use, bulk, and other controls as described in the text of the Zoning Resolution.



SPECIAL PURPOSE DISTRICTS

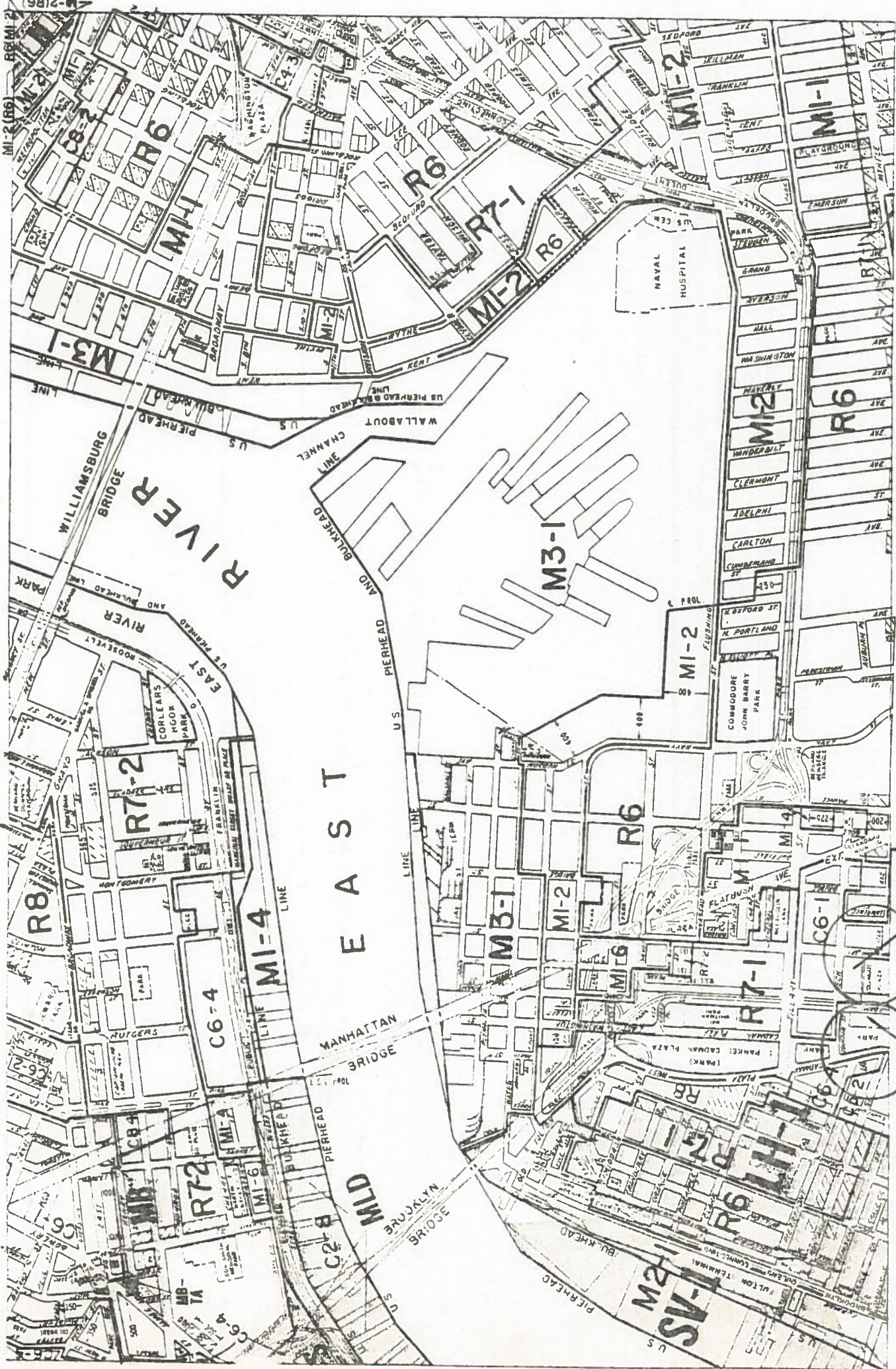
The letter(s) within the shaded area designates the special purpose district as described in the text of the Zoning Resolution.

..... INDICATES PROPERTY REZONED BY AMENDMENT EFFECTIVE 1-28-82 A 1335

(D) RESTRICTIVE DECLARATION, FOR DETAIL REFER TO KD SHEET

MAP KEY

12a	12c	13a
12b	12d	13b
16a	16c	17a



- CI-1
- CI-2
- CI-3
- CI-4
- CI-5
- C2-1
- C2-2
- C2-3
- C2-4
- C2-5

KINGS CTY. FAMILY COURT  
283 ADAMS ST.  
KINGS CTY.  
SUPREME CT.



BOROUGH OF STATEN ISLAND (RICHMOND COUNTY)

21d

LAND USE MAP A-3



21a	21c	22a
21b	<b>21d</b>	22b
27a	27c	28a

..... INDICATES PROPERTY  
 REZONED BY AMENDMENT  
 EFFECTIVE: NOVEMBER 2, 1978  
 A-1260

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BOROUGH OF STATEN ISLAND (RICHMOND COUNTY)

21c

LAND USE MAP A-4



	16b
21a	21c
21b	21d
	22a
	22b

..... INDICATES PROPERTY REZONED BY AMENDMENT EFFECTIVE FEBRUARY 7, 1980  
A-1280

8A



RICHMOND COUNTY FAMILY COURT  
100 RICHMOND TERRACE

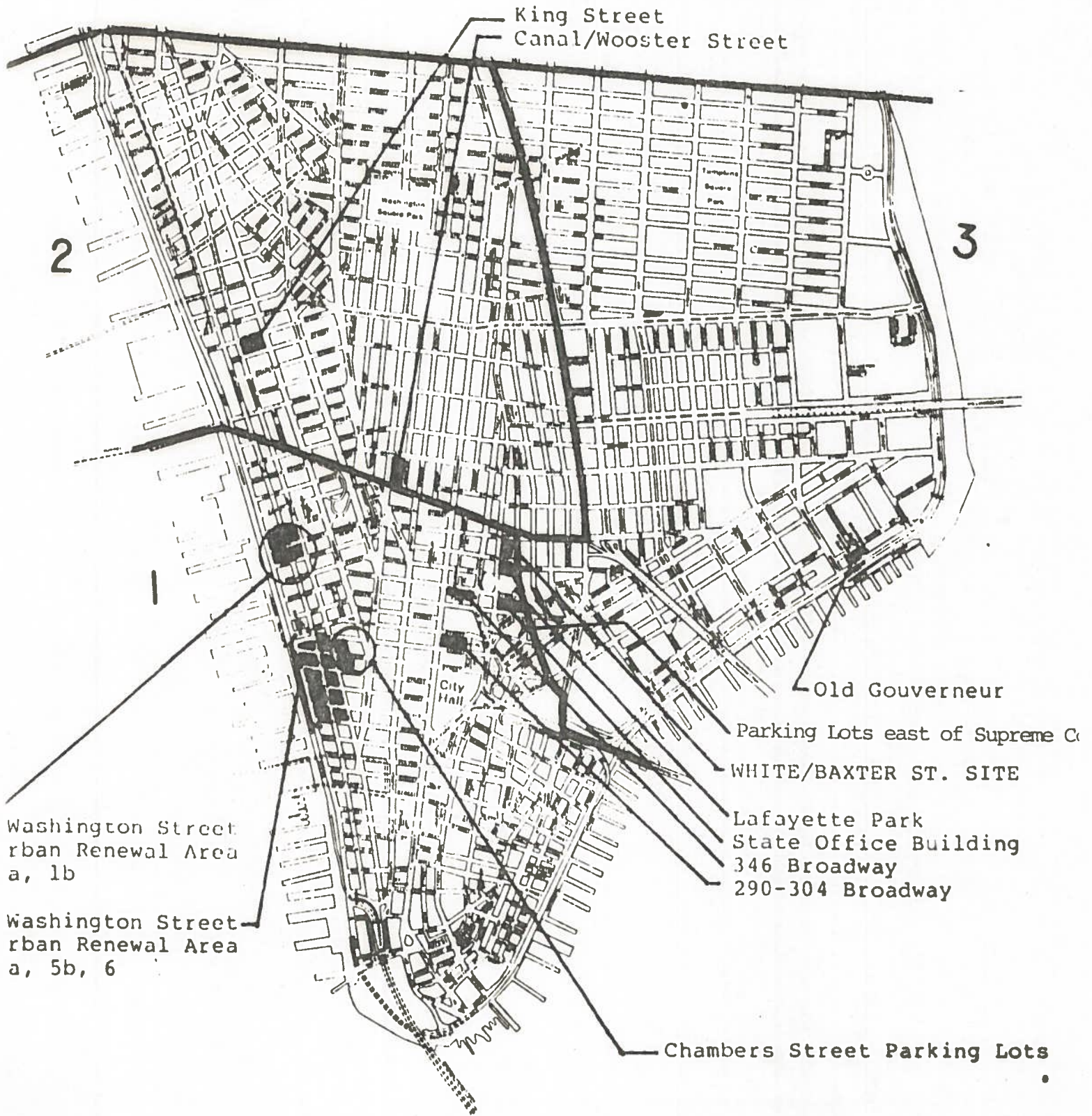
RICHMOND COUNTY SUPREME COURT  
18 RICHMOND TERRACE

U P P E R  
B A Y



# 8A LAND USE MAP A-5

## CORE AREA AND SITES CONSIDERED





12a

# ZONING MA

CITY PLANNING COMMISSION  
THE CITY OF NEW YORK

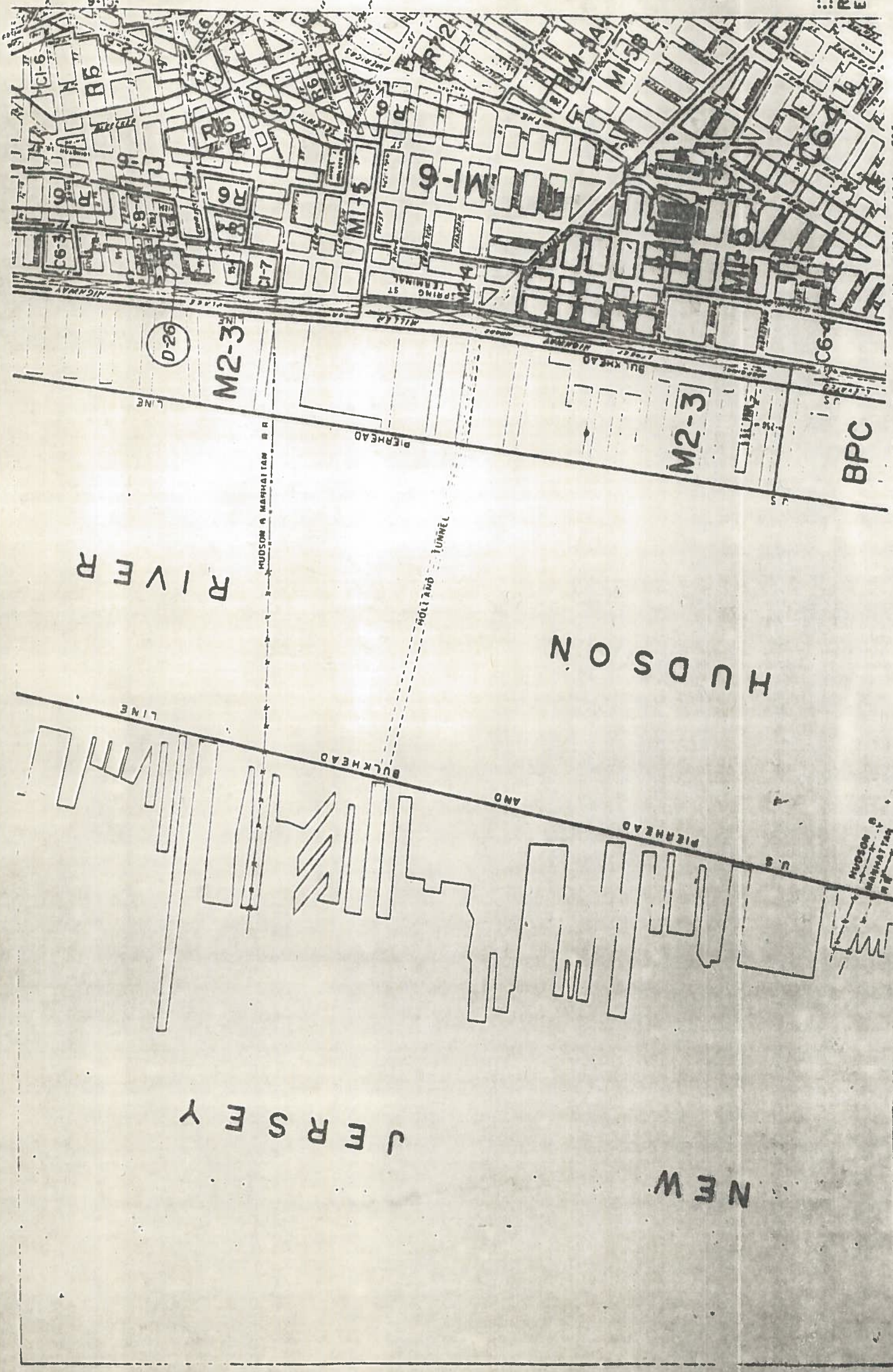


8b	8d
12a	12c
12b	12d

(D) INDICATES RESTRICTIVE DECLARATION FOR DETAIL REFER TO R.D. SHEET

..... INDICATES PROPERTY REZONED BY AMENDMENT EFFECTIVE: NOVEMBER 17, 1973

A 1240



123 124 125  
126 127 128 129 130



10



12c

# ZONING MAP

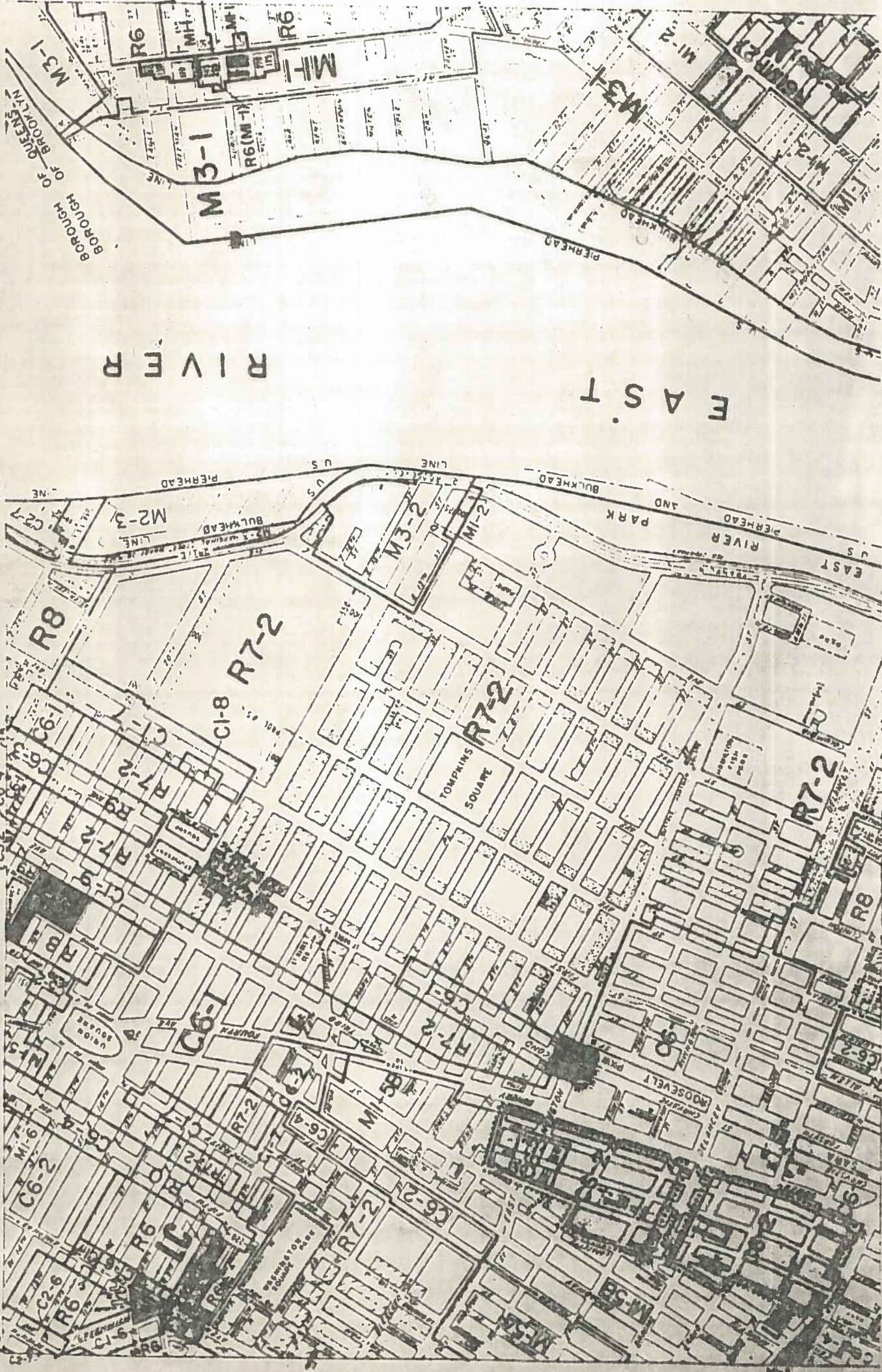
CITY PLANNING COMMISSION  
THE CITY OF NEW YORK



8b	8d	9b
12a	<b>12c</b>	13a
12b	12d	13b

LI  
 INDICATES PROPERTY  
 REZONED BY AMENDMENT  
 EFFECTIVE: FEBRUARY 3, 1977  
 A 1250

8B

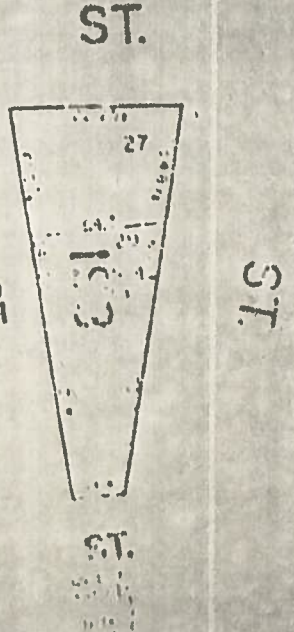
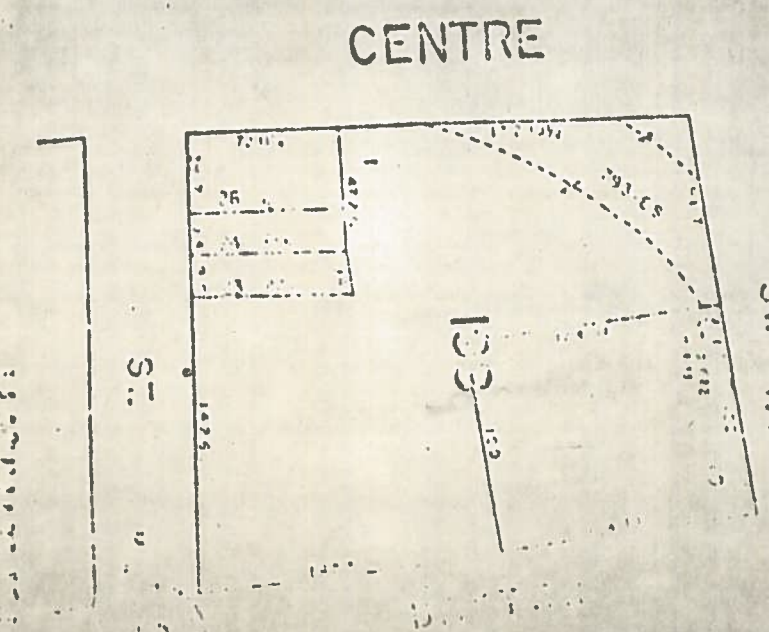
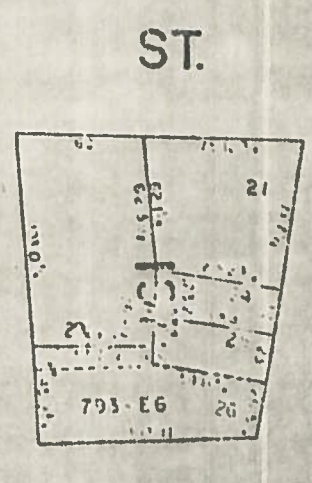
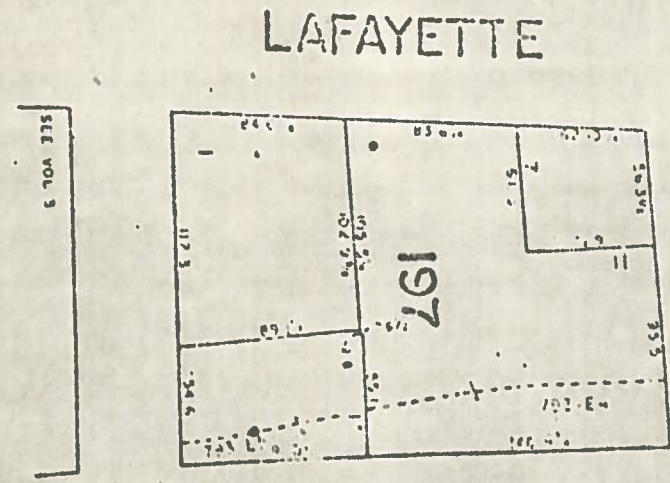
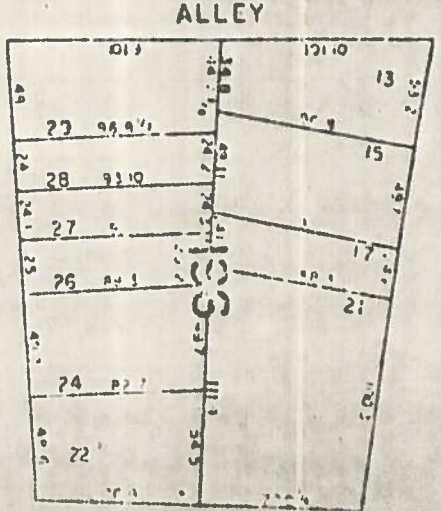
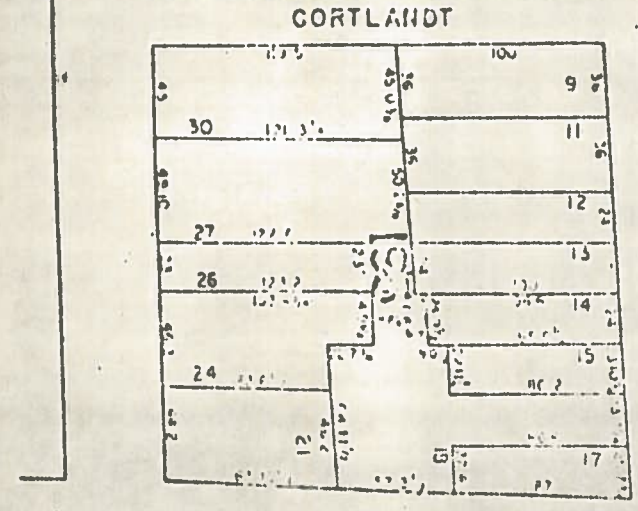
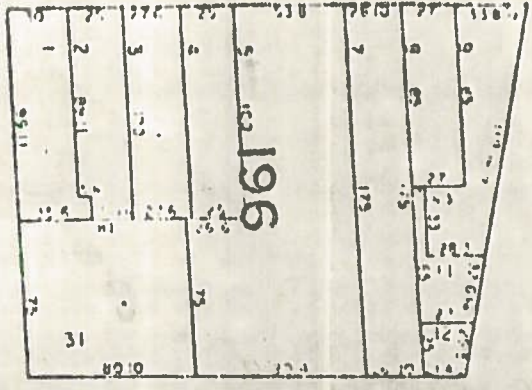
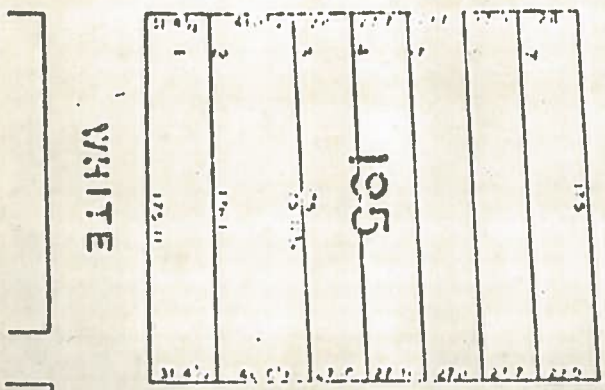
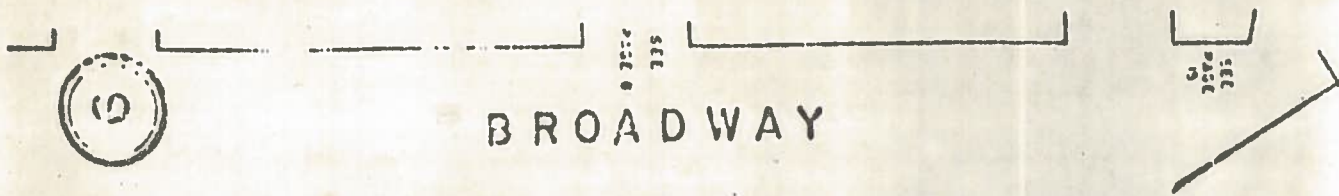


RIVER EAST

UNIVERSITY HEIGHTS







SEE VOL 3

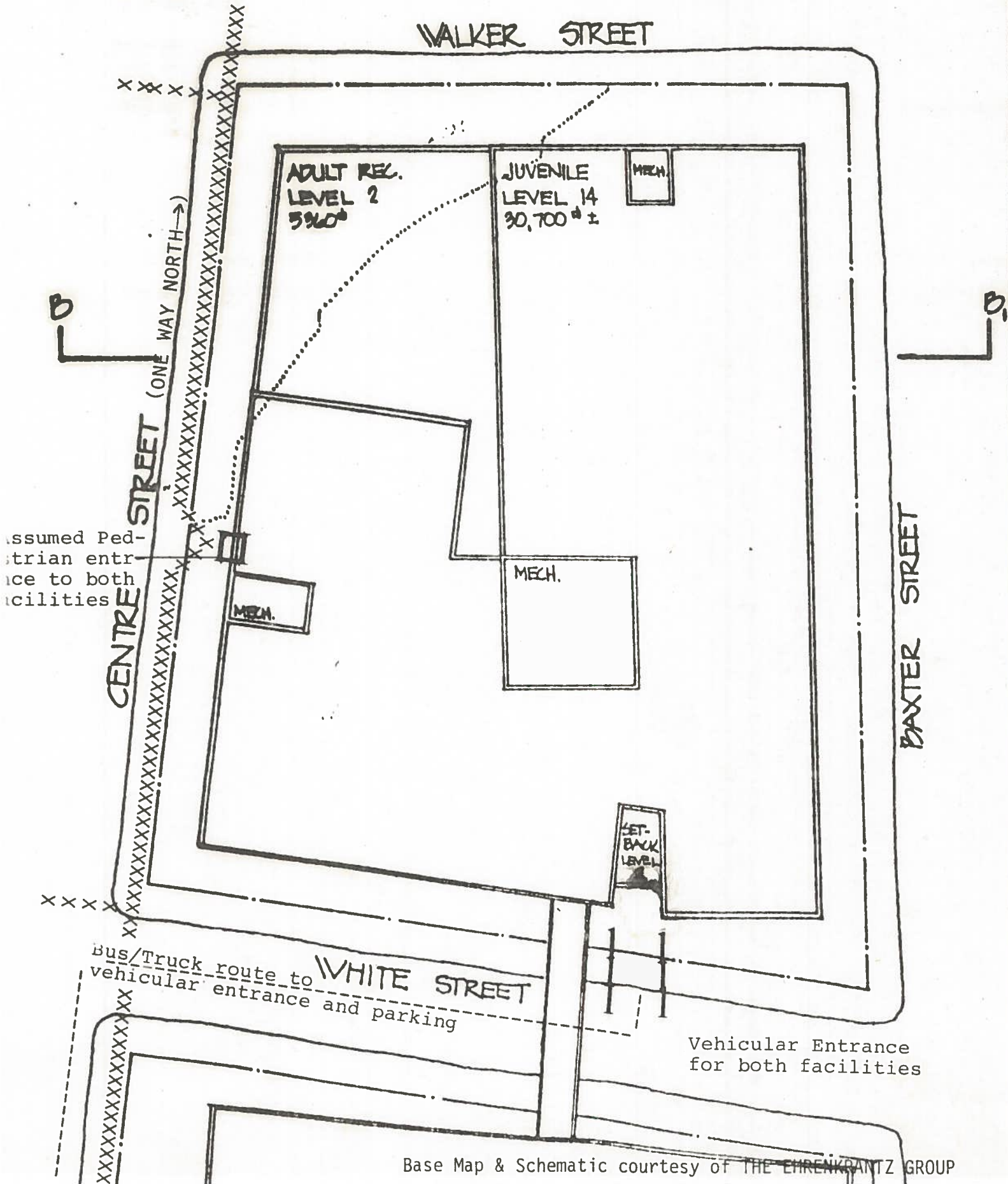
ST.

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XXX PEDESTRIAN ACCESS --- VEHICULAR ACCESS





ATTACHMENT D.

CONCISE ANALYSIS OF ALL SITES CONSIDERED



## ANALYSIS OF ALL SITES CONSIDERED

### FOR THIS PROJECT

#### Rationale For A Joint Facility

After analysis and review by an interagency task force composed of representatives of the Mayor's Office of Operations, the Criminal Justice Coordinator's Office, the Law Department, the Department of General Services, the Office of Management and Budget, Department of Correction (DOC), and the Department of Juvenile Justice (DJJ), DOC and DJJ propose to construct a joint detention facility in Lower Manhattan to address the needs of both agencies.

The proposal is the result of an analysis which concluded that there were advantages to a joint facility which would best serve the City and the criminal justice community. DOC intends to use its portion to house inmates detained for Manhattan court appearances; DJJ's portion would be for Manhattan, Brooklyn and Staten Island detainees. The perceived advantages of a joint facility are:

#### A. Social

Buildable sites are few in lower Manhattan's civic center, and there are competing public/community uses for each. Both DOC and DJJ require a location as near as possible to the courts along Centre and Lafayette Streets in order to minimize travel time for production of trial inmates and juvenile detainees, provide court-mandated access to attorneys and social services and ensure public security, which is jeopardized during lengthy detainee trips by bus.

Balancing these needs is a difficult one at best. The proposal for a single site in Lower Manhattan for the two new detention facilities will reduce the land use impacts while meeting the location requirements for both.

#### B. Economics

Locating both institutions on one site lowers the total land cost in an area where appropriate sites command premium prices. In addition, combining the square footage needs of each agency (a total of 445,800 square feet) encourages the fullest use of available zoning in a predominantly commercial neighborhood where greater density is permitted.



B. Economics cont'd

Construction costs are lowered when one building envelope is required, as well as when the two facilities can share same building systems.

C. Environmental

In general, constructing both facilities on one site as near as possible to the courts minimizes to the greatest degree those impacts related to air quality, noise and energy usage by reducing vehicular (bus) traffic to and from the immediate area.

Summary of Sites Considered

The two applicant departments reviewed a total of 12 sites before proposing the one at White Street. Each was assessed according to site selection criteria representing threshold, physical environment, social, economic and management/programmatic issues.

Most of the sites had previously been assessed as to suitability for the DOC facility alone (see Draft E.I.S., Proposed Construction of A 500-Bed Detention Facility etc. prepared for the NYC Dept. of Correction by Parsons Brinckerhoff Quade and Douglas, Inc., April 1982). This assessment has been updated in conjunction with the joint DOC/DJJ site selection process.

Of the 12 sites, three were found to be no longer available: Washington Street Urban Renewal Area Sites 5A/5B/6 and Sites 1A/1B have construction and/or development activities underway for other uses; Old Gouverneur Hospital has been sold to a private developer with construction underway on a major rehabilitation of the existing structure.

Two others are not large enough to accommodate the new joint facility program. These are the Chambers Street parking lots and those behind the Supreme Courts Building.

Of the remaining alternatives, three were found to satisfy substantially more of the criteria assessed than the others: 80 Centre Street, 300 Broadway and White Street.

80 Centre Street is an office building belonging to the State of New York, whose current plans are to revovate the structure to serve as relocation space for state agencies displaced from the World Trade Center. The State, consistently since cancellation of the proposed lease of Rikers Island to the State in 1979, has declined to put the building up for sale, and State ownership is sovereign, i.e. not subject to condemnation by the City.



Summary of Sites Considered, contd.

In assessing the 300 Broadway and White Street alternatives, the criterion of location becomes salient. About 300 DOC inmates pass through the Manhattan Court Detention Facilities each weekday. About 260 of these, or 87%, go to the Criminal Courts Building at 100 Centre Street. DJJ delivers up to 20 detainees to Manhattan courts each day. Of these, 12 go to Family Courts at 60 Lafayette Street, 4 go to Supreme Courts at 111 Centre Street and 4 more go to Criminal Courts at 100 Centre Street. 20 additional detainees are bused to Brooklyn courts at several locations.

300 Broadway is located approximately five blocks from these court buildings. Thus, approximately 320 persons per day would be transported via local bus runs from a facility located there to the Centre/Lafayette Street courts, and 20 more to Brooklyn.

The White Street site is located immediately north across White Street from the complex at 100 Centre Street whose northernmost wing is the Tombs. Applicants could connect their new facility into and through the Tombs, achieving a direct, enclosed entry to the Criminal Courts Building at 100 Centre Street.

This would eliminate the need for all transportation of DOC inmates and DJJ detainees except the delivery by van of approximately 76 persons per day to other courts in lower Manhattan and Brooklyn. Inmates and detainees during transport constitute the two departments' greatest escape risks since supervision is at its lowest officer/detainee ratio and detainees are not within a secure perimeter. This condition impacts both the departments' daily operations and public safety for the communities through which inmate/detainee transportation buses must pass.



PROGRAMMATIC PLANS

FOR

A 156-BED SECURE JUVENILE DETENTION

FACILITY IN LOWER MANHATTAN

Submitted by: Department of Juvenile Justice  
42 Broadway  
New York, New York 10004

Paul Strasburg,  
Commissioner



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APPENDIX A: Suggested Room Design



## Introduction

The proposed facility is intended as replacement space for Spofford Juvenile Center. Secure detention space will be provided for up to 156 juveniles awaiting court processing in Family, Criminal and Supreme courts in Manhattan, Brooklyn and Staten Island. In addition, space will be provided in this facility for central administrative staff of the Department of Juvenile Justice.

This document provides a general framework for program planning as this impinges on facility design. It reflects the joint efforts of staff of the Department of Juvenile Justice and consulting architects of the firm of Litchfield Grosfeld Associates, architectural planners, who prepared a design study for the Department in May 1980 as part of the decentralization planning effort.

While the initial design proposal has undergone considerable revision since May 1980, the basic design concepts and programmatic base have been maintained. As Litchfield Grosfeld Associates observed in the original study,

...the present day environment is constantly changing in terms of sociological attitudes, judicial procedures, and economic constraints which, in turn, impinge upon facilities, programs, and staff requirements. Therefore, new facilities must not simply meet one set of anticipated requirements at a given point in time but must be capable of adapting to many sets of demands over a long period of time.\*

\* Dentralized Secure Juvenile Detention Facilities In New York City  
Litchfield Grosfeld Associates, May 1980.



The design and program requirements outlined below will be refined in later planning to provide construction guidelines appropriate to the chosen site. Design decisions will be made with a view toward maintaining flexibility to allow for adaptation to future needs.

Following is a description of the major functions and activities that will be accommodated in the new facility and functional considerations regarding the spatial relationship of the various program components.

### FUNCTIONS AND ACTIVITIES

#### Program Services

Program activities are essential to minimize the negative aspects of the detention experience and to channel youthful energies in a positive direction. Beyond keeping youths active and thereby curtailing the build-up of anger and tension that can be encouraged by idleness in the detention setting, programs will stress a diagnostic, assessment and referral approach.

Services to be offered in the new facilities, in addition to residential care, include education, social service assessment and counseling, medical care and supervised recreation.

#### Residential Care

Residents will be assigned to housing units of no more than 16 persons each, the organizational framework within which both group living and program activities will take place. This structure will provide stability for the detained juvenile, facilitate the establishment of an enforceable code of behavior, and enhance staff efforts to maintain control within the facility.



Juvenile counselors, the child care workers who staff the housing units, are directly responsible for assuring the health and safety of those in custody. In addition to seeing that residents are appropriately cleaned, dressed and fed, counselors must monitor resident activity and maintain discipline within the facility. Two counselors will be assigned to each dormitory unit at all times.

Juvenile counselors will attend recreational and educational programs with youths assigned to their care. Their presence at these activities tends to defuse tense situations and reduces the likelihood of violent or disruptive behavior.

Unscheduled time will be spent in the housing unit's activity room, a flexible multi-purpose space suitable for group activities. Juvenile counselors will use these periods to lead informal discussions with residents. Through these daily contacts, counselors will aid juveniles in the development of appropriate behavior.

#### Education

Since youths held in detention are of school age, state law requires that they receive education during the period of their confinement. The Department has developed an education program tailored to the special needs of securely detained juveniles. This "Learning Center" program will provide each youth with a minimum of three hours of classroom instruction each weekday.

At a diagnostic conference, which will take place upon admission, a structured program of reading and mathematics will be designed for each resident. Sequential use of small units of learning material, each simple enough to be easily mastered, will allow each

individual to work at his own pace, and to experience a sense of accomplishment upon completion of the learning exercise. In addition, the flexibility of this approach allows the program to be adjusted according to the juvenile's length of stay in detention.

Space designated for use as classrooms, to be located near the residential units, may also be used for other program activities such as crafts, reading or other quiet pastimes during unscheduled hours.

#### Medical Care

Medical attention will be available to all detained youths. Physician and nursing staff will be on duty daily at the facility. Back-up medical services will be available on call. A psychologist and psychiatrist will also be available on call for those who evidence a need for such services.

Within 72 hours of admission to the facility, each youth will receive a preliminary physical examination. The facility will be furnished with an examination room for this purpose. Individuals with acute health problems or conditions requiring emergency care will be promptly identified and treated. A limited number of rooms may have individual toilet facilities so that residents who are admitted with health problems or who become ill while in detention can be separated from the rest of the population if this becomes necessary. (These rooms will not be used for solitary confinement of detained juveniles, a practice prohibited by state regulation.)

Should an illness or injury require treatment that cannot be provided within the institution, the detained youth will be moved to a suitable health care facility.



### Recreation

Recreation programming, including physical exercise, team activities, arts and crafts, will be a part of the regular schedule of daily activities. Such activities, of particular importance to adolescents, help to minimize disruptive behavior by keeping detained youths occupied and physically active, and providing an outlet for tension. Recreation space will be flexible enough to meet program needs and sufficient to allow multiple activities to take place simultaneously.

### Social Services

In keeping with state law, individual casework services will be provided to every detained juvenile. An entrance conference with each youth will enable caseworkers to begin the assessment process. Caseworkers will keep youths informed of the progress of their pending court cases and, where possible, will also act as a link to the families of detained youths.

For those whose period of detention exceeds 30 days, a "care plan" is to be developed by the caseworker in conjunction with teachers and juvenile counselors. Such conferences will be held every 30 days thereafter for the duration of the juvenile's stay in detention. Additional social service counseling will be available for the more disturbed members of the population.

An exit conference with the youth before he leaves the facility will prepare him for the transition. Youths released from detention without further supervision will be referred to appropriate educational, medical, vocational, and social services in their communities.

### Support Services

Dining will take place either at a centralized location or within housing units. It has yet to be determined whether food preparation within the institution or off-premises on a contract basis would be more cost beneficial.

Maintenance staff, located in the facility, will be responsible for heavy cleaning and simple repairs of equipment. A corps of specialized workers will be available for skilled maintenance work. Light cleaning and laundry services will be provided by the housekeeping staff.

### Staffing and Administration

Staffing of the facility will be sufficient to comply with all requirements established by state regulation and court mandate. Central administration staff for the Department will also be housed in this facility and sufficient space will be allocated for this purpose.



FUNCTIONAL CONSIDERATIONS OF PROGRAM COMPONENTS

This section details functional considerations for each of the program components of the facility. In each case the areas described are located within the portion of the building allocated for the exclusive use of DJJ. Program components described are as follows:

1. Lobby-~~Reception~~-Waiting
2. Administration
3. Control and Communications
4. Admissions and Transfers/Discharge
5. Medical Services
6. Social Services
7. Education
8. Recreation
9. Food Service
10. Visiting
11. Resident Housing
12. Support Services
13. Circulation
14. Religion
15. Multi-Purpose
16. Parking

1. LOBBY - RECEPTION - WAITING

GENERAL DESCRIPTION

The lobby is used by the public and visitors for day-to-day contact with the administrative and visiting functions of the facility. The lobby is also used by the staff of the facility as they report to work and leave at the end of the work period.

FUNCTIONAL CONSIDERATIONS

The lobby is to be under the direct supervision of the control and communications component and should include lockers, pay telephones and vending machines for the use of visitors, etc.

2. ADMINISTRATION

GENERAL DESCRIPTION

This component shall accommodate the central administrative staff of DJJ as well as the administrative functions of the facility. In general, administrative employees will work during regular business hours. This component should be able to expand in the future if necessary.

FUNCTIONAL CONSIDERATIONS

The administrative spaces are to be located convenient to the lobby, and in close proximity to the Social Services component.

3. CONTROL AND COMMUNICATIONS

GENERAL DESCRIPTION

The Control and Communications Centers is a 24-hour post and will supervise the lobby entrance. It shall monitor the operation of the various systems (fire alarm, public address, smoke and heat detection, surveillance alarms, and other mechanical and electrical systems as designated) in the facility.



## FUNCTIONAL CONSIDERATIONS

The Control and Communications Center shall be adjacent to the main entrance to the facility.

### 4. ADMISSIONS AND TRANSFERS/DISCHARGE

#### GENERAL DESCRIPTION

One point is desired for all intake of residents and for all discharge of residents. New residents are brought by police or are admitted at court and brought by bus to the facility.

New residents are strip-searched, showered, interviewed, assessed, and given an initial cursory medical exam (a complete medical examination occurs within 72 hours of admission in the Medical Services component); institutional clothing is provided for the new resident and personal things are stored before admission to the intake housing unit.

Since most residents are repeaters, access to central case records is necessary.

### 5. MEDICAL SERVICES

#### GENERAL DESCRIPTION

The Medical Services component will provide all medical services of a day-to-day nature required by the facility including a complete physical of each resident within 72 hours of admission. Other physical examinations and dispensing of medicine will occur here. Private rooms are included for ill residents who require separation from residents in the regular housing units.

#### FUNCTIONAL CONSIDERATIONS

The Admissions component should be easily accessible, as an initial cursory medical examination takes place there.

### 6. SOCIAL SERVICES

#### GENERAL DESCRIPTION

The New York State Division for Youth regulations require that there be one caseworker for every 15 residents in a facility. Residents are to be interviewed both in interview rooms located in the Housing Units and in the caseworker's office. In general, the social service employee will work a normal workday. This component should be able to expand in the future if necessary.

#### FUNCTIONAL CONSIDERATIONS

The Social Services component should be in close proximity to the Administration component and to the Resident Housing Units.

### 7. EDUCATION

#### GENERAL DESCRIPTION

A "learning center" is visualized. The "open classroom" system is not desired, as it involves a period of indoctrination and the residents are at the facility for only a brief period. Small group instruction rather than classroom instruction is planned. Individual education is required rather than a competitive environment for such highly disadvantaged children.



However, a flexible arrangement should be provided, as the return to a grade system may be desired in the future. At present a room system for resources related to a subject (mathematics, reading, high school equivalency diploma, science, health, social studies, etc.) is required. Soundproof movable partitions and carpeting are to be provided.

The New York State Division for Youth regulations require a minimum teacher-to-student ratio of 1 to 12. In general, teachers will work a normal workday. There will be some roving teachers moving from this institution to the other facility dealing with special subjects. Teachers will use the staff lounge.

#### FUNCTIONAL CONSIDERATIONS

The Education component should be located in close proximity to the Resident Housing Units so various spaces (library-quiet room, multi-purpose/audio-visual room) can be used conveniently in the evening and on the weekend by residents.

### 8. RECREATION

#### GENERAL DESCRIPTION

The Recreation component requires interior spaces for group recreation (competitive) and for individual recreation (quiet pastimes such as: reading, listening to music, dance, gymnastics, etc.). The development of self-discipline and of self-expression is very important. Flexible spaces for various functions are required, and spaces must divide, as programs for short-term and for long-term residents are required. A rooftop recreation area will allow for outdoor exercise.

#### FUNCTIONAL CONSIDERATIONS

The Recreation component should be easily accessible from the Resident Housing Units for daily, evening, and weekend activities.

#### 9. FOOD SERVICE

##### GENERAL DESCRIPTION

Dining will be either centralized (cafeteria style) for residents and staff or localized within individual housing units. If centralized, the dining room should be arranged so that a glassed-off area for staff and visitor dining can be provided if desired (many staff members do not come in contact with residents and their presence may complicate counselors' work with the residents).

Meals are to be prepared at the facility by staff or by outside contract.

##### FUNCTIONAL CONSIDERATIONS

If dining is centralized, the Dining Room should be in close proximity to the Resident Housing Units, as this room is generally used three times each day by each resident.



## 10. VISITING

### GENERAL DESCRIPTION

Visiting will be permitted at scheduled hours on weekdays and evenings and on weekends. Visitors will be checked by staff on duty in the Control Center. Visiting will take place in an area designed to prevent the exchange of contraband between residents and visitors. Provision should be made for a resident's whole family to visit. Camera monitoring is required.

### FUNCTIONAL CONSIDERATIONS

The Visiting component should be easily accessible from the Lobby and from the Resident Housing Units. The Visiting Room should be able to serve other functions (multi-purpose, staff meetings, religious, etc.).

## 11. RESIDENT HOUSING

### GENERAL DESCRIPTION

New York State Division for Youth Regulations require single sleeping rooms of 80 sq. ft. per child and one child care worker or counselor per 8 children per shift. The counselors are the primary socializing element in the facility.

#### FUNCTIONAL CONSIDERATIONS

The facility will be designed to accommodate up to 156 juveniles. In accordance with regulations of the State Division for Youth, which monitors the operation of juvenile detention facilities in New York State, residents will be provided with individual sleeping rooms of no less than 80 square feet each. Rooms will be grouped into housing units of no more than 16 residents each. An artist's rendering of a suggested room design, prepared by Litchfield Grosfeld Associates, consulting architects to the project, is included as Appendix A.

A limited number of beds will be set aside for a medical housing unit which will accommodate juveniles who must be removed from the general population for medical reasons.

Residents in regular housing units will share group toilet and shower rooms and will not have fixtures within individual rooms. Consulting architects advise that toilets in resident rooms often result in the staff restricting residents to their rooms too much of the time. Medical rooms, however, may be equipped with individual lavatory and toilet facilities.



State regulations mandate a counselor (child care worker)-to-resident ratio of one to eight at all times on all shifts. Counselor's stations in each housing unit will be located so that each resident's room, unit entrances and circulation space are easily visible. Circulation paths in the housing units are to be arranged so that there are no dead ends where a person could be trapped in an emergency.

Each housing unit will be equipped with a multi-purpose activity room for group activities and quiet games.

## 12. SUPPORT SERVICES

### GENERAL DESCRIPTION

Staff Facilities are to include a locker room with toilets and a lounge with toilets.

Receiving is where all outside deliveries take place.

Storage is to be provided for day-to-day supplies, equipment, clothing, and vending supplies. Requisitions for all items are filled from this space.

Maintenance and Housekeeping consists of a shop area for minor repair and maintenance.

A Laundry for washing institutional clothing is to be provided although it may prove to be more economical to contract it out with a commercial firm.

The Mechanical Equipment Room is to contain the energy plant for the entire facility.

## FUNCTIONAL CONSIDERATIONS

The Staff Locker Room should be adjacent to the main lobby and on the non-secure side of the Central Control Room. The Staff Lounge should be located on the secure side of the Central Control Room and in the heart of the facility.

Receiving is to be located at the point of service entry and near Kitchen Storage for supervised control of both functions.

Storage, maintenance and Housekeeping, Laundry, and Mechanical Equipment are to be grouped together and in close proximity to Receiving.

### 13. CIRCULATION

#### GENERAL DESCRIPTION

Large amounts of safe movement for residents are desired. Long, unbroken corridors are unacceptable. Accessibility to the handicapped is required as well as for service carts and food carts throughout the facility.

### 14. RELIGION

#### GENERAL DESCRIPTION

A room strictly for use as a chapel is not desired. The visiting room or the multi-purpose/audio-visual room of the Education component could be used as a chapel. Storage for an ecumenical altar, etc. is required.



15. MULTI-PURPOSE

GENERAL DESCRIPTION

Programmed spaces should be flexible enough to absorb other various types of functions.

16. PARKING

GENERAL DESCRIPTION

The Parking component is to be underground and does not require heating or cooling. Vehicular loading and unloading of residents (admissions, transfers, court appearances, etc.) will occur in this component. A secure assembly area is required. Some minimal staff parking is required.

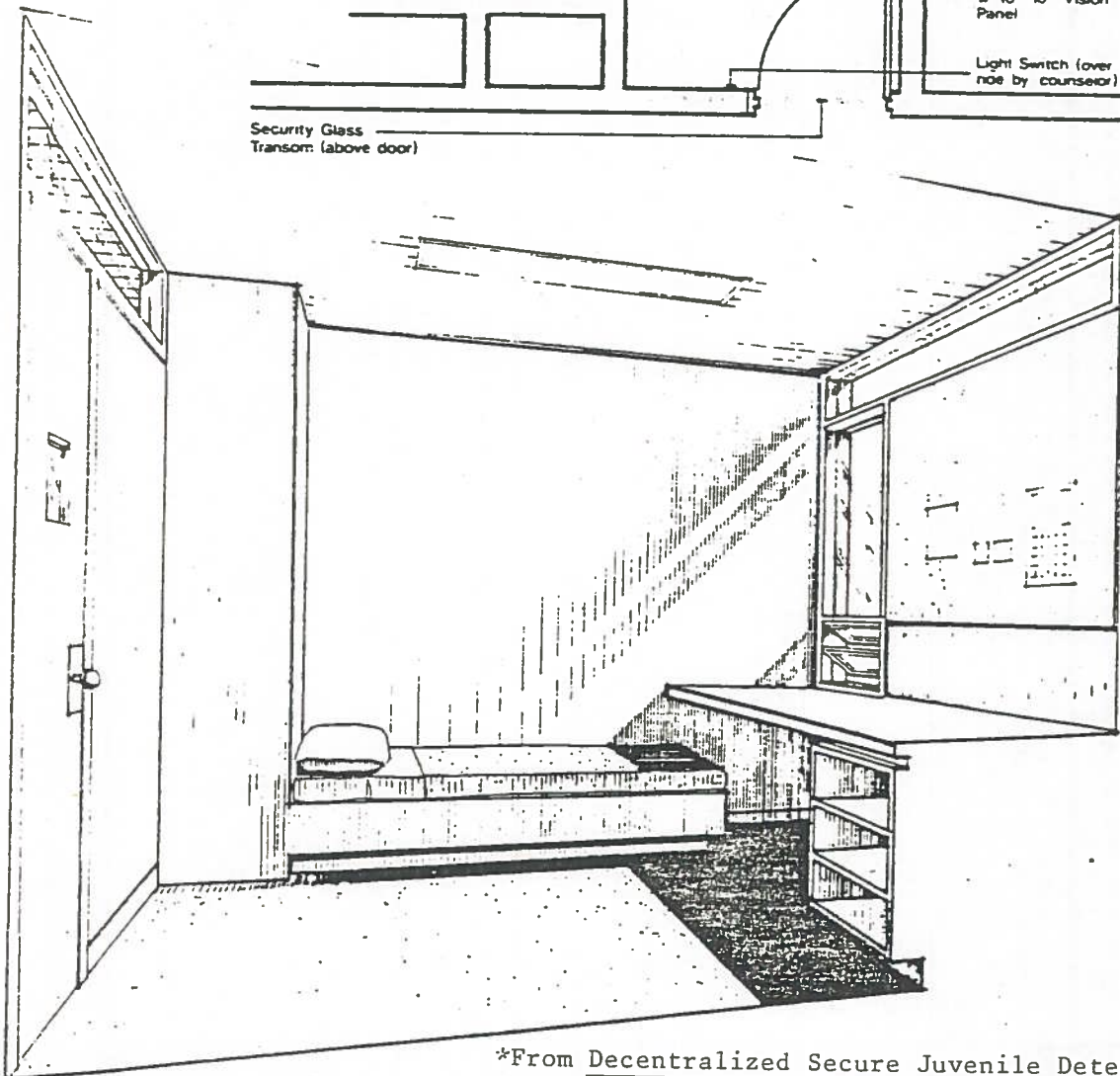
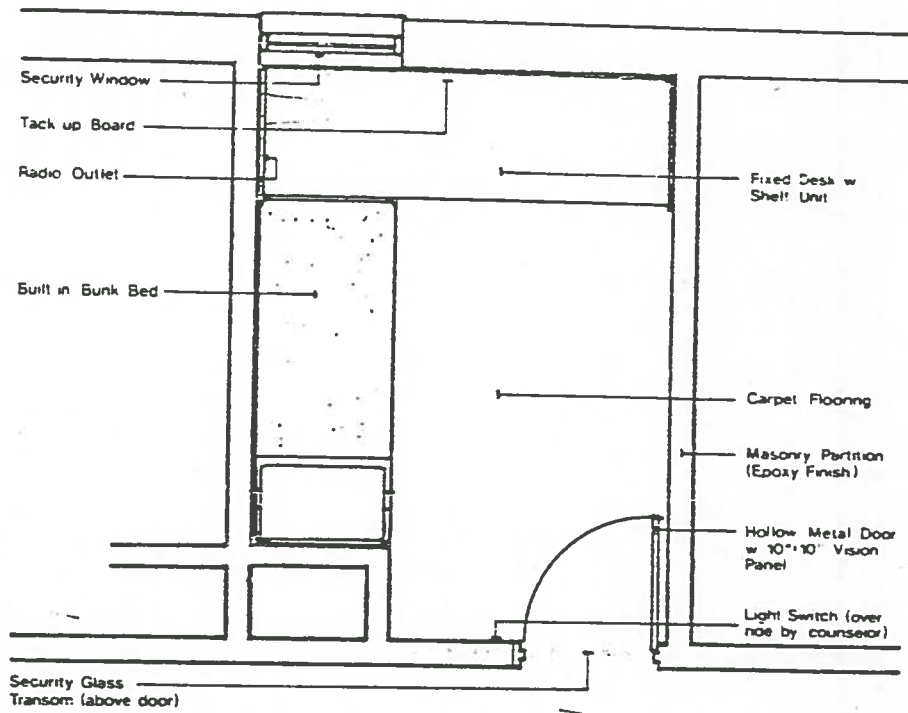
SPACE REQUIREMENTS

At a minimum, six to eight parking spaces for vehicles that transport residents will be needed.

FUNCTIONAL CONSIDERATIONS

This component must adjoin the Admissions and Transfers/Discharge Unit.

The furniture in resident rooms is built-in allowing doors to open into the rooms and reducing circulation space to provide increased area in activity space. The built-in furniture is arranged so that the bed can also be the seat for the desk. Thus, a movable chair, which can be a problem, is not a functional requirement.



\*From Decentralized Secure Juvenile Detention Facilities  
 In N.Y.C., Litchfield Grosfeld Associates, May 1980