



# Pinal County

SPACE PROGRAM & NEEDS ASSESSMENT

VOLUME II OF V

DEVELOPMENT  
SERVICES



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A

DEPARTMENT  
SPACE NEEDS

VOLUME II OF V  
DEVELOPMENT  
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## SPACE SUMMARY

### PINAL COUNTY DEVELOPMENT SERVICES

Department	FLORENCE			CASA GRANDE		
	Existing	5 Years	10 Years	Existing	5 Years	10 Years
A Development Services Administration	1,000	1,615	1,615	-	-	-
B Air Quality Control	2,000	8,859	10,619	400	874	967
C Building Safety	4,000	9,819	10,355	600	1,560	1,654
D Planning & Development	8,000	21,140	24,328	600	811	905
E Public Works	12,730	54,194	60,478	1,344	8,686	8,686
F Environmental Health	4,000	10,459	12,555	400	524	524
G One-Stop Shop	-	2,766	2,766	-	-	-

<b>TOTAL GSF</b>	31,730	108,851	122,716	3,344	12,455	12,736
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Department	APACHE JUNCTION			MARICOPA		
	Existing	5 Years	10 Years	Existing	5 Years	10 Years
A Development Services	-	-	-	-	-	-
B Air Quality Control	400	874	967	-	-	-
C Building Safety	1,200	1,685	1,778	-	-	-
D Planning & Development	600	811	905	-	-	-
E Public Works	1,254	8,337	8,337	-	-	-
F Environmental Health	400	524	524	-	524	524
G One-Stop Shop	-	-	-	-	-	-

<b>TOTAL GSF</b>	3,854	12,231	12,511	0	524	524
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# SPACE SUMMARY

## PINAL COUNTY DEVELOPMENT SERVICES

Department	ORACLE			MAMMOTH		
	Existing	5 Years	10 Years	Existing	5 Years	10 Years
A Development Services	-	-	-	-	-	-
B Air Quality Control	-	874	967	-	874	967
C Building Safety	-	1,560	1,654	-	-	-
D Planning & Development	-	811	905	-	-	-
E Public Works	1,619	8,337	8,337	-	-	-
F Environmental Health	-	524	524	-	-	-
G One-Stop Shop	-	-	-	-	-	-
<b>TOTAL GSF</b>	1,619	12,106	12,387	0	874	967

Department	SAN MANUEL			QUEEN CREEK		
	Existing	5 Years	10 Years	Existing	5 Years	10 Years
A Development Services	-	-	-	-	-	-
B Air Quality Control	-	-	-	-	-	-
C Building Safety	-	-	-	-	-	-
D Planning & Development	-	-	-	-	-	-
E Public Works	-	56,185	90,911	-	-	-
F Environmental Health	-	-	-	-	-	-
G One-Stop Shop	-	-	-	-	-	-
<b>TOTAL GSF</b>	0	56,185	90,911	0	0	0

# SPACE SUMMARY

## PINAL COUNTY DEVELOPMENT SERVICES

Department	COOLIDGE			ARIZONA CITY		
	Existing	5 Years	10 Years	Existing	5 Years	10 Years
A Development Services	-	-	-	-	-	-
B Air Quality Control	-	-	-	-	-	-
C Building Safety	-	-	-	-	-	-
D Planning & Development	-	-	-	-	-	-
E Public Works	4,257	15,388	16,620	421	8,337	8,337
F Environmental Health	-	-	-	-	-	-
G One-Stop Shop	-	-	-	-	-	-
<b>TOTAL GSF</b>	<b>4,257</b>	<b>15,388</b>	<b>16,620</b>	<b>421</b>	<b>8,337</b>	<b>8,337</b>

Department	SUPERSTITION VISTA			HIDDEN VALLEY		
	Existing	5 Years	10 Years	Existing	5 Years	10 Years
A Development Services	-	-	-	-	-	-
B Air Quality Control	-	-	-	-	-	-
C Building Safety	-	-	-	-	-	-
D Planning & Development	-	-	-	-	-	-
E Public Works	-	8,337	8,337	-	8,337	8,337
F Environmental Health	-	-	-	-	-	-
G One-Stop Shop	-	-	-	-	-	-
<b>TOTAL GSF</b>	<b>0</b>	<b>8,337</b>	<b>8,337</b>	<b>0</b>	<b>8,337</b>	<b>8,337</b>

## SPACE SUMMARY

### PINAL COUNTY DEVELOPMENT SERVICES

Department	RIVERSIDE			RED ROCK		
	Existing	5 Years	10 Years	Existing	5 Years	10 Years
A Development Services	-	-	-	-	-	-
B Air Quality Control	-	-	-	-	-	-
C Building Safety	-	-	-	-	-	-
D Planning & Development	-	-	-	-	811	905
E Public Works	-	8,337	8,337	-	-	-
F Environmental Health	-	-	-	-	-	-
G One-Stop Shop	-	-	-	-	-	-
<b>TOTAL GSF</b>	<b>0</b>	<b>8,337</b>	<b>8,337</b>	<b>0</b>	<b>811</b>	<b>905</b>



B

ADMINISTRATION

VOLUME II OF V  
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# SPACE SUMMARY

PINAL COUNTY DEVELOPMENT SERVICES

Department	FLORENCE					
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Development Services Administration	1,000	1,615	1,615			
<b>TOTALS GSF</b>	1,000	1,615	1,615			

# ADMINISTRATION

## PINAL COUNTY DEVELOPMENT SERVICES

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

### FLORENCE

#### Administration

Assistant County Manager	PO256	256	1	256	1	256
Administrative Assistant	PO144	144	1	144	1	144

#### Support

Conference Room	CR240	240	1	240	1	240
File Storage	ER	150	1	150	1	150
Work Room/Copy/FAX	ER	80	1	80	1	80
Storage	ER	200	1	200	1	200
Reception Waiting Area	ER	100	1	100	1	100

<b>NET AREA</b>		<b>1,170</b>		<b>1,170</b>
Circulation	20%	234		234
Subtotal		1,404		1,404
Gross-Up	15%	211		211
<b>TOTAL</b>		<b>1,615</b>		<b>1,615</b>



C

AIR QUALITY &  
CONTROL

VOLUME II OF V  
DEVELOPMENT  
SERVICES



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# **Pinal County Air Quality Control Points of Consideration**

## **Projected Growth**

The following needs assessment summary represents space needs for the Air Quality Control operations in Pinal County. This document is a “user driven” breakdown of spaces and amenities that would best support each of their departmental functions. We feel the information listed herein represents the optimum space types and sizes to support the county Air Quality Control operations for the next 5 and 10 years.

## **Overall Summary**

The Air Quality Control Divisions primary office is located in the Development Services building F in the Florence governmental campus. The division constitutes a regulatory agency, generally charged with protecting the public's interest in assuring that the air remains safe to breathe. Most air quality standards originate from federal and State laws and regulations. Since those standards continue to evolve, the District maintains an on-going planning and rule development effort.

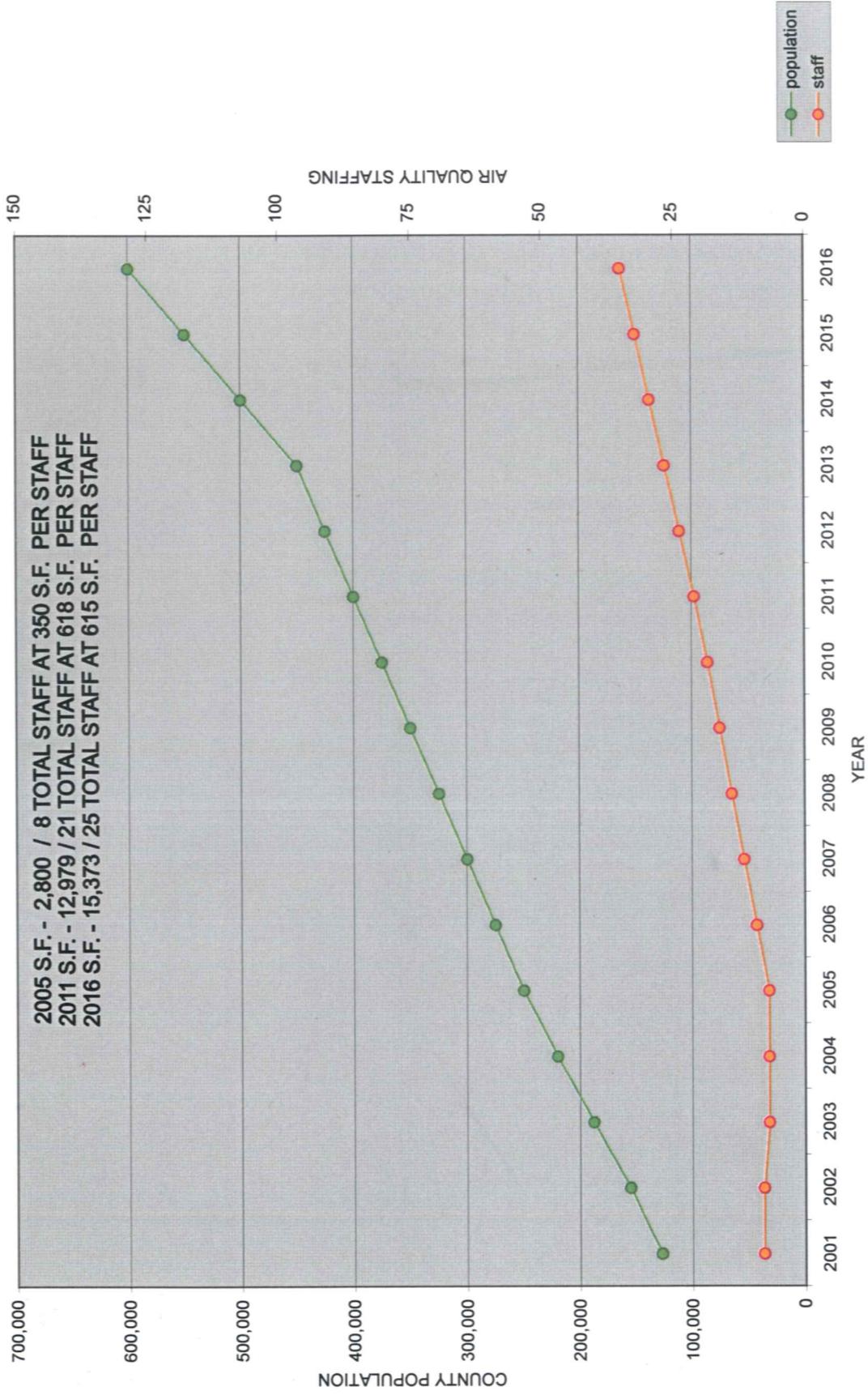
The department growth will be based on population. Permit revenue for the department equals \$1M. Currently there are three satellite locations. They are Apache Junction, Casa Grande, and Mammoth. The department will be adding a location in Oracle within the next 5 years. The Florence locations will remain the main office for the department. The front counter in the Florence Development Services facility has 20 customers per day to see the Air Quality Department. County activity consists of issuing burn permits, past registrations, developers getting blanket registrations or individual builder registration.

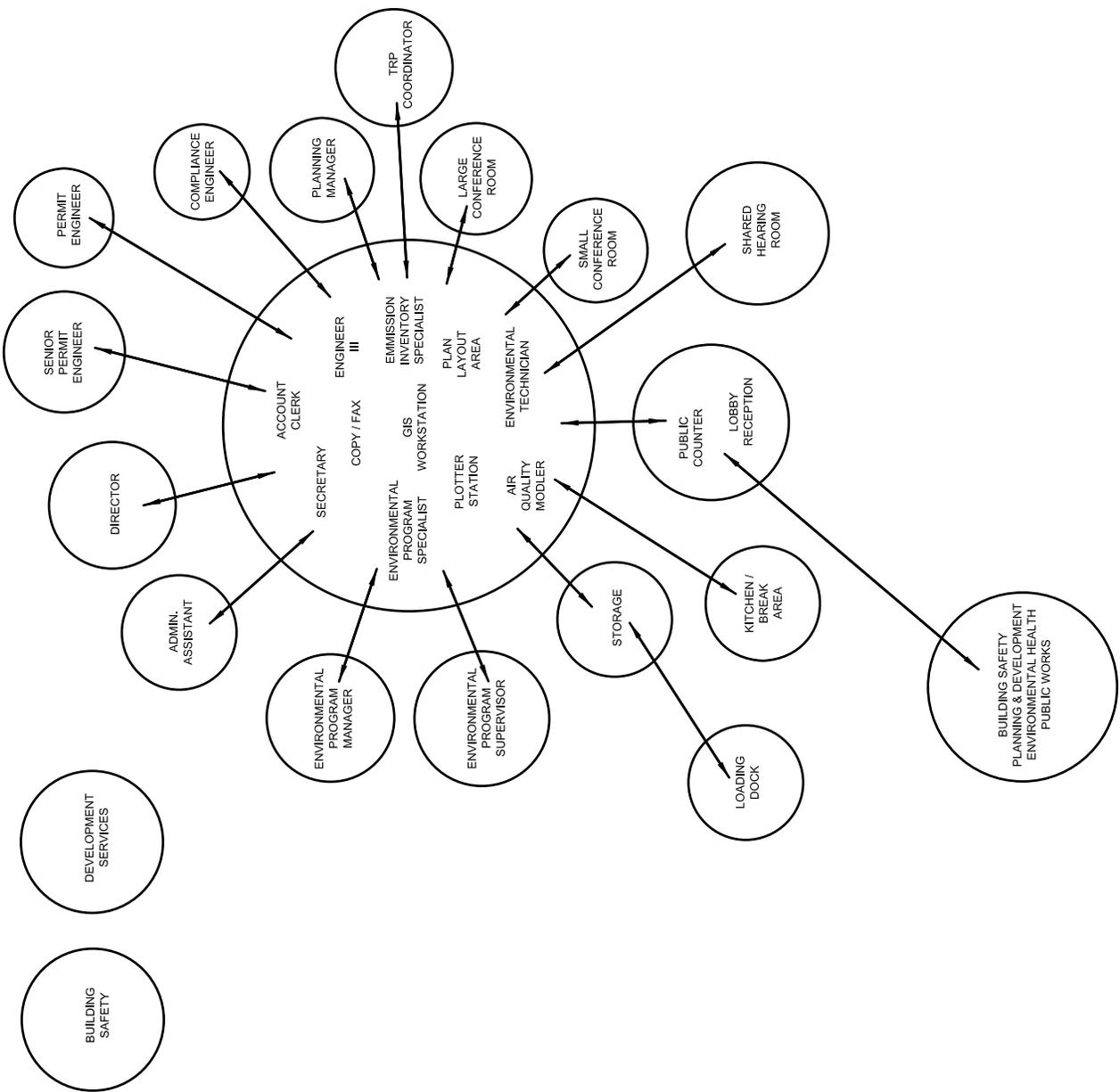
The department currently has off site storage for electronic instruments, monitors, filters, refrigeration and lab/shops. In an ideal facility the storage would be on site and have loading dock access. The Florence facility needs a small conference room for 4-6 staff and access to a large conference room for 30. They need a shared work surface space and plan layout area for large scale maps. Additional needs include a large plotter station and GIS work station with desktop capacity and access to a hearing room for that fits 30-40 people. The hearing room does not need to be their own but the department will need to use the space once per month on average. The Florence office also needs large file storage areas for permit files, permit applications, construction permits, etc. The department will need access to older files for compliance issues. Permits require an annual report for all industrial projects.

## **Overall Recommendation**

The conclusion of this needs assessment is that changes and upgrades are currently needed for the Pinal County Air Quality Control department. The existing facilities are inadequate to accommodate the anticipated Air Quality Control growth and don't provide a responsive work environment to perform the functions required to efficiently manage the department through the next 10 years. The following space summaries address the many deficiencies that exist, while anticipating the future needs to accommodate expanding needs of the growing County population and staff.

# PINAL COUNTY AIR QUALITY





# SPACE SUMMARY

PINAL COUNTY DEVELOPMENT SERVICES

Department	FLORENCE			CASA GRANDE		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Air Quality Control	2,000	8,859	10,619	400	874	967

<b>TOTALS GSF</b>	2,000	8,859	10,619	400	874	967
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Department	APACHE JUNCTION			ORACLE		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Air Quality Control	400	874	967	-	874	967

<b>TOTALS GSF</b>	400	874	967	-	874	967
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Department	MAMMOTH		
	Exist	5Yr	10Yr
1 Air Quality Control	-	874	967

<b>TOTALS GSF</b>	-	874	967
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# AIR QUALITY CONTROL

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

## FLORENCE

### Administration

Director	PO192	192	1	192	1	192	
Administrative Assistant	PO120	120	1	120	1	120	
Secretary	WS60	60	1	60	1	60	
Account Clerk	WS60	60	1	60	1	60	

### Monitoring/Enforcement

Environmental Program Manager	PO120	120	1	120	1	120	
Environmental Program Supervisor	PO120	120	1	120	1	120	
Environmental Program Specialist	WS60	60	4	240	6	360	
Environmental Program Specialist (Monitoring)	WS60	60	2	120	2	120	
Environmental Technician (Intern)	WS60	60	1	60	1	60	

### Permitting/Compliance

Senior Permit Engineer	PO144	144	1	144	1	144	
Permit Engineer	PO144	144	1	144	2	288	
Compliance Engineer	PO144	144	2	288	3	432	

### Planning

Planning Manager	PO144	144	1	144	1	144	
TRP Coordinator	PO120	120	1	120	1	120	
Emission Inventory Specialist	WS60	60	1	60	2	120	
Air Quality Modler	WS60	60	1	60	2	120	

### Support

File Room	ER	300	1	300	1	300	
Storage	ER	600	1	600	2	1,200	
Lobby Reception / Public Counter	ER	200	1	200	1	200	
Large Conference Room	CR672	672	1	672	1	672	For 30 people
Small Conference Room	CR140	140	1	140	1	140	For 6 people
Copy/Fax Area	ER	50	1	50	1	50	
Plan Layout Area	OA	100	1	100	1	100	
Plotter Station	OA	50	1	50	1	50	
GIS Workstation	WS80	80	1	80	1	80	
Hearing Room	ER	900	1	900	1	900	Shared for 30-40
Loading Dock	ER	300	1	300	1	300	
Janitor	ER	35	1	35	1	35	
Kitchen / Break Area	ER	200	1	200	1	200	

<b>NET AREA</b>				<b>5,679</b>		<b>6,807</b>
Circulation	30%			1,704		2,042
Subtotal				7,383		8,849
Gross-Up	20%			1,477		1,770
<b>TOTAL</b>				<b>8,859</b>		<b>10,619</b>

# AIR QUALITY CONTROL

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## CASA GRANDE

### Administration

Environmental Program Specialist	WS60	60	1	60	2	120
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### Support

Storage	ER	200	1	200	1	200
Public Counter	ER	100	1	100	1	100
File Archive	ER	200	1	200	1	200

<b>NET AREA</b>		<b>560</b>		<b>620</b>
Circulation	30%	168		186
Subtotal		728		806
Gross-Up	20%	146		161
<b>TOTAL</b>		<b>874</b>		<b>967</b>

# AIR QUALITY CONTROL

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	Room SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## APACHE JUNCTION

### Administration

Environmental Program Specialist	WS60	60	1	60	2	120
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### Support

Storage	ER	200	1	200	1	200
Public Counter	ER	100	1	100	1	100
File Archive	ER	200	1	200	1	200

<b>NET AREA</b>		<b>560</b>	<b>620</b>
Circulation	30%	168	186
Subtotal		728	806
Gross-Up	20%	146	161
<b>TOTAL</b>		<b>874</b>	<b>967</b>

# AIR QUALITY CONTROL

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	Room SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## ORACLE

### Administration

Environmental Program Specialist	WS60	60	1	60	2	120
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### Support

Storage	ER	200	1	200	1	200
Public Counter	ER	100	1	100	1	100
File Archive	ER	200	1	200	1	200

<b>NET AREA</b>		<b>560</b>		<b>620</b>
Circulation	30%	168		186
Subtotal		728		806
Gross-Up	20%	146		161
<b>TOTAL</b>		<b>874</b>		<b>967</b>

# AIR QUALITY CONTROL

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	Room SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## MAMMOTH

### Administration

Environmental Program Specialist	WS60	60	1	60	2	120
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### Support

Storage	ER	200	1	200	1	200
Public Counter	ER	100	1	100	1	100
File Archive	ER	200	1	200	1	200

<b>NET AREA</b>		<b>560</b>		<b>620</b>
Circulation	30%	168		186
Subtotal		728		806
Gross-Up	20%	146		161
<b>TOTAL</b>		<b>874</b>		<b>967</b>



D

BUILDING SAFETY

VOLUME II OF V  
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# **Pinal County Building Safety Points of Consideration**

## **Projected Growth**

The following needs assessment summary represents space needs for the Building Safety operations in Pinal County. This document is a “user driven” breakdown of spaces and amenities that would best support each of their departmental functions. We feel the information listed herein represents the optimum space types and sizes to support the county Building Safety operations for the next 5 and 10 years.

## **Overall Summary**

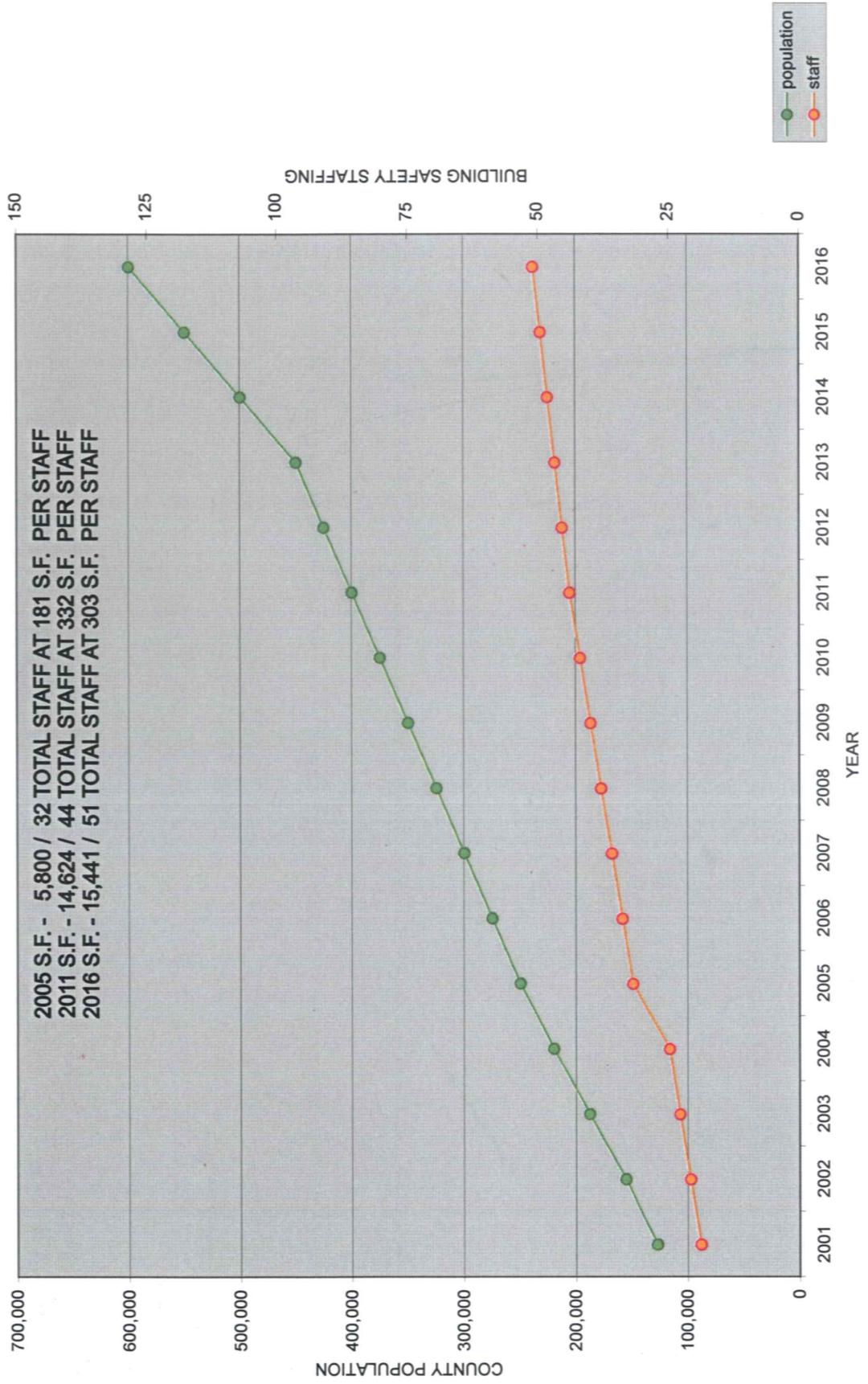
The Building Safety Departments primary facility currently operates out of the Development Services building F in the Florence governmental campus. The Building Safety Department provides inspection, plan review and investigative services to the unincorporated areas of the county and also to those cities that have entered into intergovernmental agreements (IGA) with the county to provide building code services. The department also provides plan review and inspection services for county construction projects

Currently the department has 42 approved positions. There are three district offices located in: Oracle, Apache Junction, and Casa Grande. Seventy percent of the daily counter traffic is for the Building Safety Department. The current counter service area in Florence needs to grow by 40%. Archived plans are stored in the basement of Building E. This makes it difficult to accommodate client requests in an efficient manner. A priority of the new facility is to have accessible archive plan access that would allow to cut down the time it takes to deliver customer requests. There are over 1,000 active plans in storage requiring approximately 800 sqft to store plans in a new facility. A conference room that can accommodate staff meetings of up to 40 people is needed also needed in the Florence facility. The department needs a large file storage room for filed project forms. This area should be at least double the size of the current space. The new facility needs a security element in the front lobby and counter area to deter potentially dangerous confrontations. Currently the Development Services building has no security in the facility.

## **Overall Recommendation**

The conclusion of this needs assessment is that changes and upgrades are currently needed for the Pinal County Building Safety department. The existing facilities are inadequate to accommodate the anticipated Building Safety growth and don't provide a responsive work environment to perform the functions required to efficiently manage the department through the next 10 years. The following space summaries address the many deficiencies that exist, while anticipating the future needs to accommodate expanding needs of the growing County population and staff.

# PINAL COUNTY BUILDING SAFETY



# SPACE SUMMARY

PINAL COUNTY DEVELOPMENT SERVICES

Department	FLORENCE			CASA GRANDE		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Building Safety	4,000	9,819	10,355	600	1,560	1,654

<b>TOTALS GSF</b>	4,000	9,819	10,355	600	1,560	1,654
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Department	APACHE JUNCTION			ORACLE		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Building Safety	1,200	1,685	1,778	-	1,560	1,654

<b>TOTALS GSF</b>	1,200	1,685	1,778	-	1,560	1,654
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# BUILDING SAFETY

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## FLORENCE

### Administration

Building Official	PO192	192	1	192	1	192	
Chief Building Inspector	PO168	168	1	168	1	168	
Administrative Manager	PO144	144	1	144	1	144	
Office Supervisor	PO144	144	1	144	1	144	
Inspection Supervisor	PO144	144	1	144	1	144	
Senior Plans Examiner	PO144	144	1	144	2	288	
Deputy Building Official	PO168	168	1	168	1	168	

### Plans Examination

Plans Examiner II	WS80	80	1	80	2	160	
Plans Examiner	WS80	80	4	320	4	320	

### Permit Technicians

Permit Technician	WS60	60	8	480	9	540	
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### Building Inspectors

Building Inspector I	WS60	60	3	180	4	240	
Building Inspector II	WS60	60	5	300	5	300	

### Support

Plans Room	ER	800	1	800	1	800	
Storage	ER	200	1	200	1	200	
Lobby Reception	ER	200	1	200	1	200	
Lobby	OA	200	1	200	1	200	
Public Counter	ER	65	1	65	1	65	
Large Conference Room	CR1000	1,000	1	1,000	1	1,000	For 40 people
Small Conference Room	CR280	280	1	280	1	280	For 12 people
File Archive	ER	300	1	300	1	300	
Records Room	ER	200	1	200	1	200	
Janitor	ER	35	1	35	1	35	
Kitchen / Break Area	ER	250	1	250	1	250	
Staff Restroom	ER	150	2	300	2	300	

<b>NET AREA</b>		<b>6,294</b>		<b>6,638</b>
Circulation	30%	1,888		1,991
Subtotal		8,182		8,629
Gross-Up	20%	1,636		1,726
<b>TOTAL</b>		<b>9,819</b>		<b>10,355</b>

# BUILDING SAFETY

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## CASA GRANDE

### Building Safety

Building Inspector I	WS60	60	2	120	2	120	
Building Inspector II	WS60	60	3	180	4	240	

### Support

Storage	ER	200	1	200	1	200	
Public Counter	ER	100	1	100	1	100	
File Archive	ER	200	1	200	1	200	
Records Room	ER	200	1	200	1	200	
<b>NET AREA</b>				<b>1,000</b>		<b>1,060</b>	
			Circulation 30%	300		318	
			Subtotal	1,300		1,378	
			Gross-Up 20%	260		276	
			<b>TOTAL</b>	<b>1,560</b>		<b>1,654</b>	

# BUILDING SAFETY

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## APACHE JUNCTION

### Administration

Inspection Supervisor	WS80	80	1	80	1	80
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### Building Inspectors

Building Inspector I	WS60	60	2	120	2	120
Building Inspector II	WS60	60	3	180	4	240

### Support

Storage	ER	200	1	200	1	200
Public Counter	ER	100	1	100	1	100
File Archive	ER	200	1	200	1	200
Records Room	ER	200	1	200	1	200

<b>NET AREA</b>				<b>1,080</b>		<b>1,140</b>
Circulation	30%			324		342
Subtotal				1,404		1,482
Gross-Up	20%			281		296
<b>TOTAL</b>				<b>1,685</b>		<b>1,778</b>

# BUILDING SAFETY

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## ORACLE

### Building Safety

Building Inspector I	WS60	60	2	120	2	120	
Building Inspector II	WS60	60	3	180	4	240	

### Support

Storage	ER	200	1	200	1	200	
Public Counter	ER	100	1	100	1	100	
File Archive	ER	200	1	200	1	200	
Records Room	ER	200	1	200	1	200	
<b>NET AREA</b>				<b>1,000</b>		<b>1,060</b>	
			Circulation 30%	300		318	
			Subtotal	1,300		1,378	
			Gross-Up 20%	260		276	
			<b>TOTAL</b>	<b>1,560</b>		<b>1,654</b>	



E

PLANNING &  
DEVELOPMENT

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# **Pinal County Planning & Development Points of Consideration**

## **Projected Growth**

The following needs assessment summary represents space needs for the Planning & Development operations in Pinal County. This document is a “user driven” breakdown of spaces and amenities that would best support each of their departmental functions. We feel the information listed herein represents the optimum space types and sizes to support the county Planning & Development operations for the next 5 and 10 years.

## **Overall Summary**

The Planning & Development Departments primary facility currently operates out of the Development Services building F in the Florence governmental campus. The mission of the Planning & Development Services Department is to develop and implement a land use planning program that is coordinated and consistent, as much as possible, with affected entities and agencies to ensure the promotion and protection of the public health, safety and general welfare of the citizens of Pinal County.

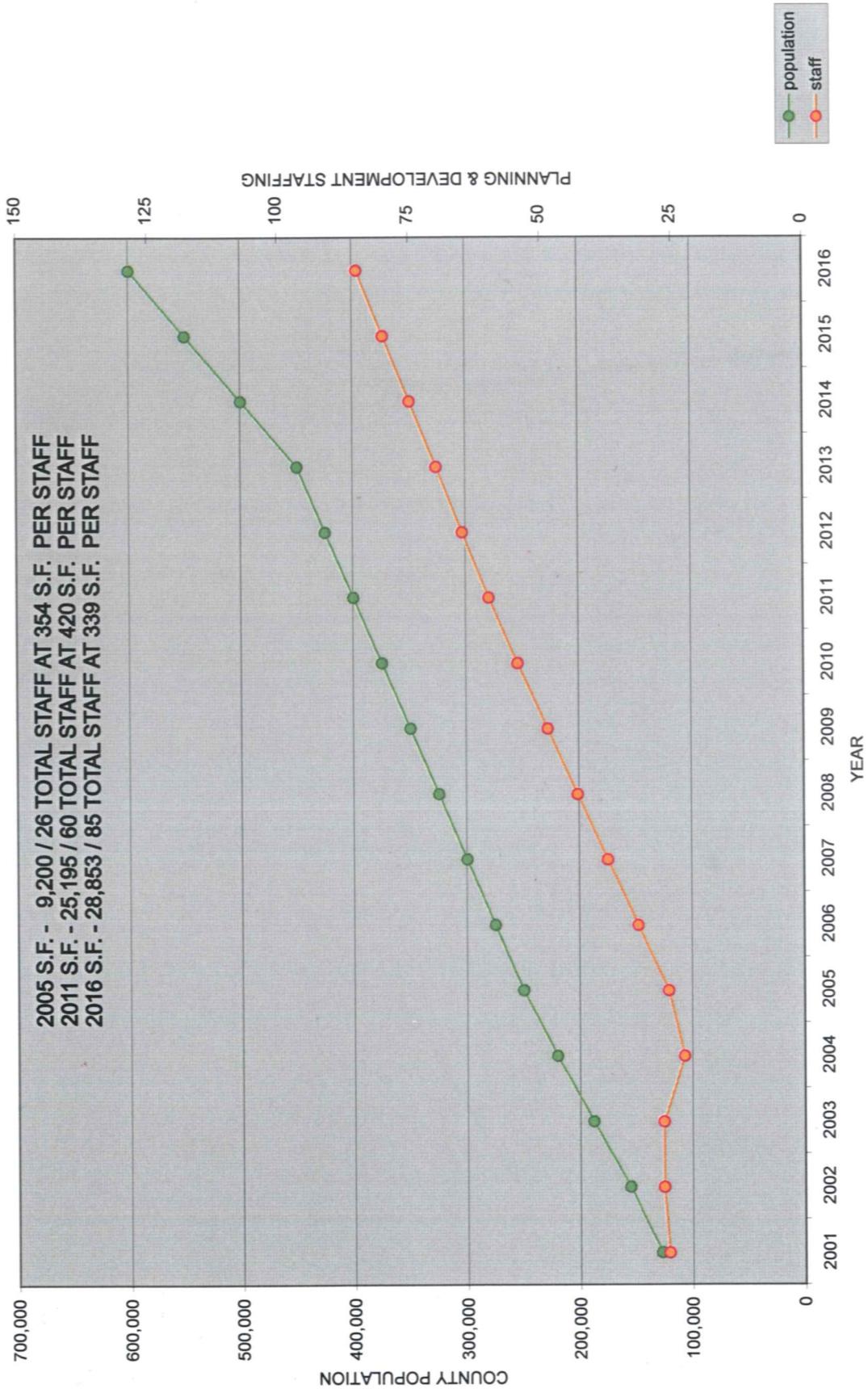
Department functions include zoning, flood zone, permitting and sub-division planning. There is an average of 63 customer counter visits per day for the Planning and Development Department location in Florence. There are a total of 100 counter visits for Development Services department in Florence. The department will reach a total of 60 staff positions in the next 5-10 years. The One-Stop shop will have a new manager and will function as it's own department. The Planning & Development department will need a central location sign-in. Customers will then go to the pertinent cubicle/work stations and speak with a specialist for their needs. This department interacts with all other departments currently in the Development Services Facility and also needs adjacency with the Public Works Department. Departmental growth is connected with the amount of county wide building construction. The department currently has 42 staff positions.

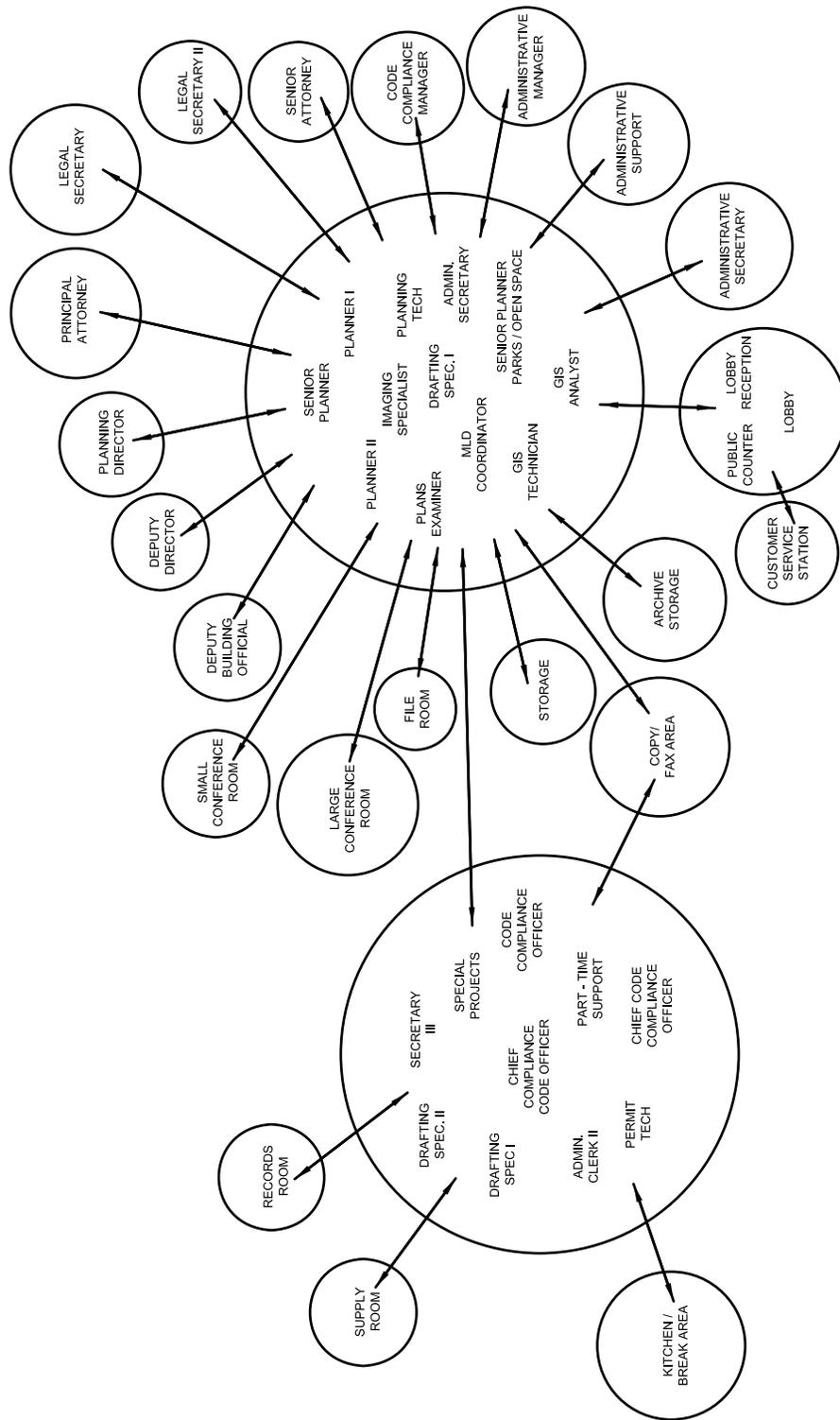
There are currently satellite facilities in Apache Junction, Oracle and Casa Grande. Staff positions at satellite locations consist of code compliance and field staff. Satellite offices include counter space, work stations and plan layout areas. The Florence location needs a large executive conference room and training room. Interdepartmental training and code compliance meetings are held every two weeks. This requires a large training room. The department also needs a public hearing room that can be shared with the other Development Services departments.

## **Overall Recommendation**

The conclusion of this needs assessment is that changes and upgrades are currently needed for the Pinal County Planning & Development department. The existing facilities are inadequate to accommodate the anticipated Planning & Development growth and don't provide a responsive work environment to perform the functions required to efficiently manage the department through the next 10 years. The following space summaries address the many deficiencies that exist, while anticipating the future needs to accommodate expanding needs of the growing County population and staff.

# PINAL COUNTY PLANNING & DEVELOPMENT





# SPACE SUMMARY

PINAL COUNTY DEVELOPMENT SERVICES

Department	FLORENCE			CASA GRANDE		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Planning & Development	8,000	21,140	24,328	600	811	905

<b>TOTALS GSF</b>	8,000	21,140	24,328	600	811	905
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Department	APACHE JUNCTION			ORACLE		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Planning & Development	600	811	905	-	811	905

<b>TOTALS GSF</b>	600	811	905	-	811	905
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Department	RED ROCK		
	Exist	5Yr	10Yr
1 Planning & Development	-	811	905

<b>TOTALS GSF</b>	-	811	905
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# PLANNING & DEVELOPMENT

## PINAL COUNTY DEVELOPMENT SERVICES

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

### FLORENCE

#### Administration

Planning Director	PO256	256	1	256	1	256	
Principal Attorney	PO168	168	2	336	3	504	
Legal Secretary	PO168	168	1	168	2	336	
Legal Secretary III	PO168	168	1	168	1	168	
Administrative Manager	PO168	168	1	168	1	168	
Administrative Support	PO144	144	1	144	2	288	
Administrative Secretary	PO144	144	1	144	2	288	
Deputy Director	PO168	168	1	168	1	168	
Senior Attorney	PO168	168	1	168	1	168	
Code Compliance Manager	PO168	168	1	168	1	168	
Planning Manager	PO168	168	1	168	1	168	

#### Planning

Senior Planner	WS100	100	2	200	3	300	
Planner II	WS100	100	3	300	4	400	
Planner I	WS100	100	2	200	4	400	
Plans Examiner	WS100	100	1	100	2	200	
Planning Tech	WS100	100	3	300	4	400	
Admin Secretary	WS100	100	1	100	2	200	
Senior Planner Parks/Open Space	WS100	100	1	100	1	100	
GIS Analyst	WS100	100	1	100	1	100	
GIS Technician	WS100	100	3	300	4	400	
MLD Coordinator	WS60	60	1	60	1	60	
Imaging Specialist	WS80	80	1	80	1	80	
Drafting Spec. I	WS100	100	1	100	2	200	

#### Code Compliance

Secretary II	WS60	60	1	60	2	120	
Special Projects	WS60	60	1	60	1	60	
Drafting Spec. II	WS100	100	1	100	1	100	
Drafting Spec I	WS100	100	2	200	2	200	
Chief Code Compliance Officer In-House	PO120	120	1	120	1	120	
Code Compliance Officer (In-House)	WS60	60	5	300	7	420	
Code Compliance Officer (Satellite/Download)	WS40	40	4	160	6	240	
Part-Time Support	WS60	60	1	60	2	120	
Admin. Clerk II	WS60	60	1	60	2	120	
Chief Code Compliance Officer	PO120	120	1	120	1	120	
Permit Tech	WS60	60	2	120	3	180	

#### Support

File Room	ER	800	1	800	1	800	
Storage	ER	200	1	200	1	200	
Lobby Reception / Public Counter	ER	200	1	200	1	200	
Lobby	OA	200	1	200	1	200	
Customer Service Stations	WS40	40	5	200	7	280	
GIS Plan Layout / Plotters / Storage	OA	200	1	200	1	200	
Large Conference Room	CR1400	1,400	1	1,400	1	1,400	For 60 people (shared)

Small Conference Room  
 Training Room  
 Large Public Hearing Room  
 Copy/Fax Area  
 File Archive  
 Supply Room  
 Telecom Room  
 Janitor  
 Kitchen / Break Area  
 Directors Office Restroom  
 Staff Restrooms

CR280	280	1	280	1	280
ER	700	1	700	1	700
ER	2400	1	2,400	1	2,400
ER	50	2	100	2	100
ER	300	1	300	1	300
ER	200	1	200	1	200
ER	100	2	200	2	200
ER	50	1	50	1	50
ER	300	1	300	1	300
ER	65	1	65	1	65
ER	200	2	400	2	400

For 12 people  
 For 32 people (shared)  
 Shared Space (100)

<b>NET AREA</b>		<b>13,551</b>	<b>15,595</b>
Circulation	30%	4,065	4,679
Subtotal		17,616	20,274
Gross-Up	20%	3,523	4,055
<b>TOTAL</b>		<b>21,140</b>	<b>24,328</b>

# PLANNING & DEVELOPMENT

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## CASA GRANDE

### Code Compliance

Code Compliance Officer	WS60	60	2	120	3	180
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### Support

Storage	ER	100	1	100	1	100
Public Counter	ER	100	1	100	1	100
Lobby	ER	100	1	100	1	100
Meeting Room	ER	100	1	100	1	100
Shared Kitchen / Breakroom	ER	100	0	0	0	0
<b>NET AREA</b>				<b>520</b>		<b>580</b>
	Circulation		30%	156		174
	Subtotal			676		754
	Gross-Up		20%	135		151
	<b>TOTAL</b>			<b>811</b>		<b>905</b>

# PLANNING & DEVELOPMENT

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## APACHE JUNCTION

### Code Compliance

Code Compliance Officer	WS60	60	2	120	3	180
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### Support

Storage	ER	100	1	100	1	100
Public Counter	ER	100	1	100	1	100
Lobby	ER	100	1	100	1	100
Meeting Room	ER	100	1	100	1	100
Shared Kitchen / Breakroom	ER	100	0	0	0	0
<b>NET AREA</b>				<b>520</b>		<b>580</b>
	Circulation		30%	156		174
	Subtotal			676		754
	Gross-Up		20%	135		151
	<b>TOTAL</b>			<b>811</b>		<b>905</b>

# PLANNING & DEVELOPMENT

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## ORACLE

### Code Compliance

Code Compliance Officer	WS60	60	2	120	3	180
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### Support

Storage	ER	100	1	100	1	100
Public Counter	ER	100	1	100	1	100
Lobby	ER	100	1	100	1	100
Meeting Room	ER	100	1	100	1	100
Shared Kitchen / Breakroom	ER	100	0	0	0	0
<b>NET AREA</b>				<b>520</b>		<b>580</b>
	Circulation		30%	156		174
	Subtotal			676		754
	Gross-Up		20%	135		151
	<b>TOTAL</b>			<b>811</b>		<b>905</b>

# PLANNING & DEVELOPMENT

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## RED ROCK

### Code Compliance

Code Compliance Officer	WS60	60	2	120	3	180
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### Support

Storage	ER	100	1	100	1	100
Public Counter	ER	100	1	100	1	100
Lobby	ER	100	1	100	1	100
Meeting Room	ER	100	1	100	1	100
Shared Kitchen / Breakroom	ER	100	0	0	0	0
<b>NET AREA</b>				<b>520</b>		<b>580</b>
Circulation			30%	156		174
Subtotal				676		754
Gross-Up			20%	135		151
<b>TOTAL</b>				<b>811</b>		<b>905</b>



F

PUBLIC WORKS

VOLUME II OF V  
DEVELOPMENT  
SERVICES



DURRANT®

# **Pinal County Public Works Points of Consideration**

## **Projected Growth**

The following needs assessment summary represents space needs for the Public Works operations in Pinal County. This document is a “user driven” breakdown of spaces and amenities that would best support each of their departmental functions. We feel the information listed herein represents the optimum space types and sizes to support the county Public Works operations for the next 5 and 10 years.

## **Overall Summary**

The Public Works Departments primary facility currently operates out of the Development Services building F in the Florence governmental campus.

The mission of the Pinal County Department of Public Works is to:

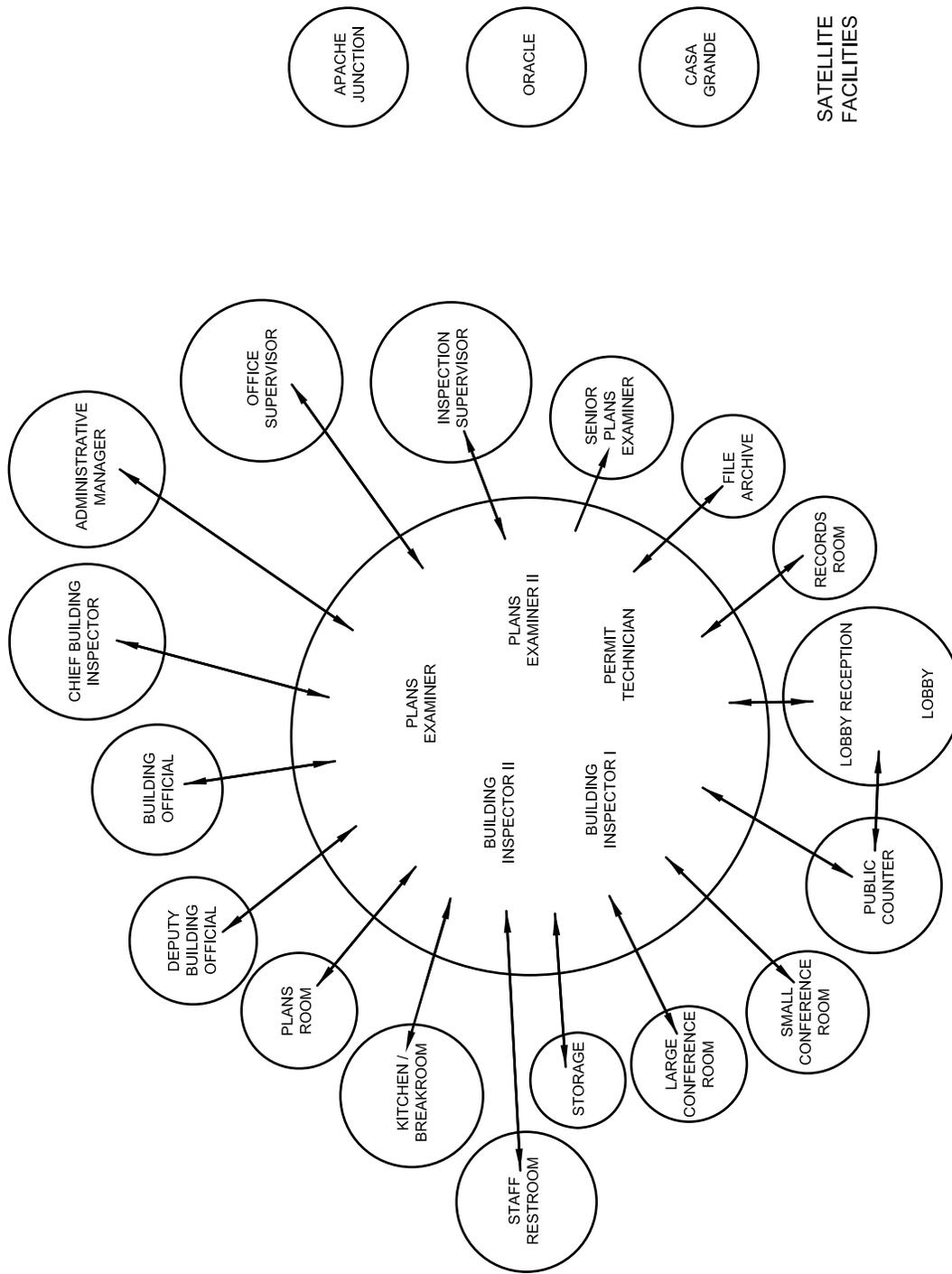
- Construct and maintain a safe and efficient transportation system
- Implement structural and regulatory measures to minimize flooding related damages.
- Receive requests and provide timely responses to citizens regarding local roadway and drainage problems.
- Provide coordination and support services during emergency events and prepare action plans necessary to carry out emergency functions to protect the citizens of Pinal County and their property from damages caused by many types of disasters.
- Provide maintenance services on county vehicles and heavy equipment.
- Plan and construct other Public Works projects as required.

## **Maintenance Facilities**

Maintenance facilities primarily house 1 crew as well as surveying equipment. The model facility would include a construction office and storage for large construction equipment. Maintenance facilities will also need a parking area for large vehicles and equipment. Maintenance facilities will be located in Florence, Casa Grande, Coolidge, Oracle, Riverside, Arizona City, Apache Junction, Superstition Vistas and Hidden Valley. The Maintenance branch currently has 91 staff positions consisting primarily of Equipment Operators.

## **Sign Shop**

A sign shop is currently located in Coolidge. Shop needs improvements including temperature control for sign production and printing.



### **Recycling Center**

Material Recycling Center and Tire Waste collection are currently on a 5 acre that needs to grow to a 10 acre site in order to accommodate the need.

### **Emergency Planning**

Emergency Planning has 4-5 work groups. The division needs an alternate Emergency Operations Center. The EOC is currently at the Fairgrounds which works well. The new facility needs conference breakout rooms for smaller meeting areas in the event of an emergency situation. It may be possible to combine the EOC with the Transportation Center. Another consideration could be a combined Sheriff and Public Works Facility.

### **Satellite Facilities**

New satellite facilities are planned for Arizona City, Apache Junction, Oracle (Current facility is very dilapidated). Future facilities needed in Superstition Vistas, Arizona City or Casa Grande could be used as a model facility. The county is currently deficient in maintenance services on the west side of the county. Locations for the 10 year plan have been identified in Hidden Valley and Riverside.

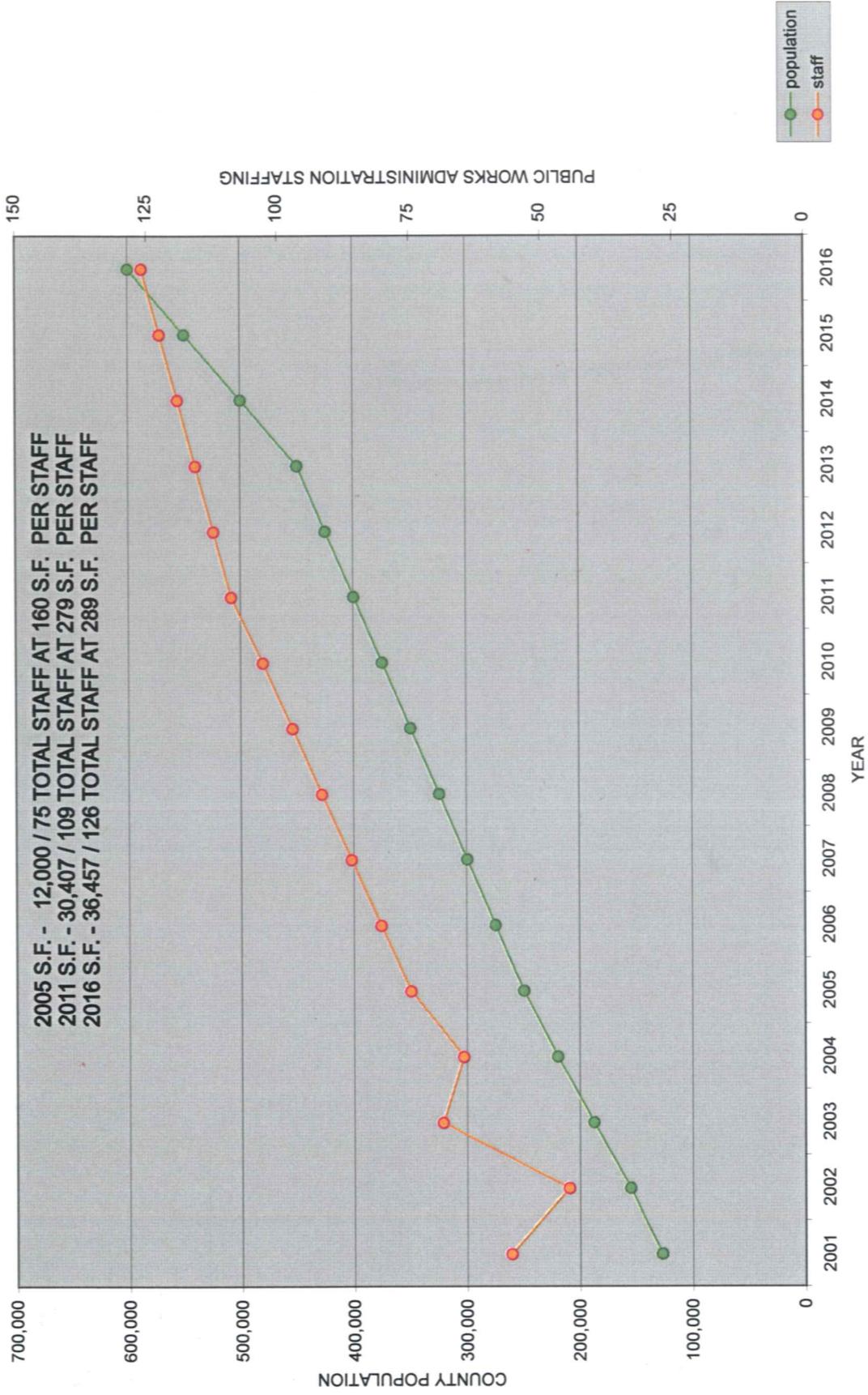
### **Florence Admin. Facility Needs**

The current facility is undersized and has no room for staff growth. The facility needs shipping and receiving area. A large meeting room is needed for 50-100 people. Meetings usually max out at about 100 staff with some additional vendors for presentations. Public Works will most likely occupy an entire floor of the new Development Services Facility with smaller divisions such as Air Quality and Environmental Health potentially sharing a level.

### **Overall Recommendation**

The conclusion of this needs assessment is that changes and upgrades are currently needed for the Pinal County Public Works department. The existing facilities are inadequate to accommodate the anticipated Public Works growth and don't provide a responsive work environment to perform the functions required to efficiently manage the department through the next 10 years. The following space summaries address the many deficiencies that exist, while anticipating the future needs to accommodate expanding needs of the growing County population and staff.

# PINAL COUNTY PUBLIC WORKS ADMINISTRATION



## SPACE SUMMARY

### PINAL COUNTY DEVELOPMENT SERVICES

Department	FLORENCE			CASA GRANDE		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Public Works	10,000	30,407	36,457		-	-
2 Public Works Maintenance	1,810	8,337	8,337	1,344	8,686	8,686
3 Public Works Construction		8,081	8,081		-	-
4 Public Works Sign Shop					-	-
5 Public Works Recycling	920	7,369	7,603		-	-
6 Aviation					-	-

<b>TOTAL GSF</b>	12,730	54,194	60,478	1,344	8,686	8,686
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Department	ORACLE			RIVERSIDE		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Public Works	-	-	-	-	-	-
2 Public Works Maintenance	1,619	8,337	8,337	-	8,337	8,337
3 Public Works Construction					-	-
4 Public Works Sign Shop					-	-
5 Public Works Recycling					-	-
6 Aviation					-	-

<b>TOTAL GSF</b>	1,619	8,337	8,337	-	8,337	8,337
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Department	ARIZONA CITY			APACHE JUNCTION		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Public Works	-	-	-	400	-	-
2 Public Works Maintenance	421	8,337	8,337	854	8,337	8,337
3 Public Works Construction					-	-
4 Public Works Sign Shop					-	-
5 Public Works Recycling					-	-
6 Aviation					-	-

<b>TOTAL GSF</b>	421	8,337	8,337	1,254	8,337	8,337
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## SPACE SUMMARY

PINAL COUNTY DEVELOPMENT SERVICES

Department	SUPERSTITION VISTAS			HIDDEN VALLEY		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Public Works	-	-	-	-	-	-
2 Public Works Maintenance	-	8,337	8,337	-	8,337	8,337
3 Public Works Construction					-	-
4 Public Works Sign Shop					-	-
5 Public Works Recycling					-	-
6 Aviation					-	-

<b>TOTAL GSF</b>	-	8,337	8,337	-	8,337	8,337
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Department	SAN MANUEL			COOLIDGE		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Public Works	-	-	-	-	-	-
2 Public Works Maintenance	-	-	-	4,257	4,905	4,905
3 Public Works Construction					-	-
4 Public Works Sign Shop					10,483	11,716
5 Public Works Recycling					-	-
6 Aviation		56,185	90,911		-	-

<b>TOTAL GSF</b>	-	56,185	90,911	4,257	15,388	16,620
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# PUBLIC WORKS

## PINAL COUNTY DEVELOPMENT SERVICES

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	
<b>FLORENCE</b>							
<b>Administration Office</b>							
Director / County Engineer	PO256	256	1	256	1	256	
Administrative Manager	PO144	144	1	144	1	144	
Administrative Clerk III	WS80	80	1	80	1	80	
<b>Administration Branch</b>							
Business Manager (Branch Chief)	PO168	168	1	168	1	168	
Accountant III (Section Chief)	PO144	144	0	0	1	144	
<b>Capital Projects</b>							
Accountant I	PO120	120	1	120	1	120	
Accountant II	PO120	120	1	120	1	120	
Account Clerk II	WS80	80	1	80	1	80	
<b>Accounts Receivable</b>							
Accountant I	PO120	120	1	120	2	240	
Accountant II	PO120	120	1	120	1	120	
Account Clerk II	WS80	80	1	80	2	160	
Account Clerk III	WS80	80	1	80	2	160	
Temporary Employee F/T	WS60	60	2	120	2	120	
<b>Accounts Payable</b>							
Accountant I (Procurement)	PO120	120	1	120	1	120	
Accountant II	PO120	120	1	120	1	120	
Account Clerk II	WS80	80	4	320	4	320	
Account Clerk III	WS80	80	1	80	3	0	
Temporary Employee F/T	WS60	60	2	120	2	120	
<b>Reception</b>							
Secretary II	WS60	60	1	60	1	60	
Temporary Employee P/T	WS60	60	1	60	1	60	
<b>Engineering Branch</b>							
<b>Management</b>							
Deputy Director	PO192	192	1	192	1	192	
<b>Design &amp; Contracts</b>							
Section Chief	PO168	168	1	168	1	168	
Pavement Management Tech	WS80	80	1	80	1	80	
Contracts Coordinator	SPO200	200	3	200	3	200	Shared Office for 3
CIP Manager (Engineer III)	PO144	144	1	144	1	144	
Project Engineer	PO144	144	6	864	6	864	
Engineering II	PO120	120	1	120	1	120	
Senior Civil Engineering Technician	WS80	80	1	80	1	80	
Civil Engineering Technician	WS80	80	2	160	2	160	
<b>Construction</b>							
Section Chief	PO168	168	1	168	1	168	
Accountant	PO120	120	1	120	1	120	
Engineer III	PO144	144	3	432	3	432	

Surveyor Supervisor	PO120	120	1	120	1	120
Surveyor	WS80	80	1	80	1	80

**Development Section**

Section Chief	PO168	168	1	168	1	168
Administrative Secretary	WS60	60	1	60	1	60
Temp Secretarial Support	WS60	60	2	120	4	240
Engineer III	PO144	144	1	144	2	288
Engineer II	SPO200	200	3	200	6	400

**Flood Control & Traffic Section**

Section Chief	PO168	168	1	168	0	0
Flood Plan Administrator	PO144	144	1	144	0	0
Engineer III	PO144	144	2	288	0	0
Civil Engineer II	PO120	120	1	120	0	0

**Traffic Section**

Section Chief	PO168	168	0	0	1	168
Engineer III	PO144	144	0	0	1	144
Civil Engineer II	PO120	120	0	0	0	0

**Flood Control**

Section Chief	PO168	168	0	0	1	168
Flood Plan Administrator	PO144	144	0	0	1	144
Engineer III	PO144	144	0	0	1	144
Civil Engineer II	PO120	120	0	0	1	120

**Transportation Planning Section**

Section Chief	PO168	168	1	168	1	168
Special Projects Manager	PO144	144	1	144	1	144
Senior Transportation Planner	PO144	144	1	144	1	144
Transportation Planner	WS80	80	4	320	4	320
GIS Analyst	WS80	80	1	80	1	80
GIS Technician	WS60	60	2	120	2	120
Right-of-Way-Agent	PO120	120	1	120	1	120

**Public Works Inspection Section**

Section Chief	PO168	168	1	168	1	168
Permit Technician	WS80	80	2	160	2	160
Chief Q.A. Inspector	WS80	80	2	160	2	160
Q.A. Inspector	WS40	40	9	360	9	360

**Maintenance Branch**

**Management**

Road Maintenance Branch Chief	PO168	168	1	168	1	168
Road Maintenance Section Chief	PO168	168	1	168	1	168
Solid Waste / Recycling Section Chief	PO168	168	1	168	1	168
Service Order Section Chief	PO168	168	1	168	1	168
Service Order Clerks	SPO200	200	3	200	3	200

**Aviation Branch**

**Administration**

Director	PO192	192	1	192	1	192
Administrative Assistant	WS60	60	1	60	1	60
Airport Attendant	WS60	0	1	0	1	0

Offsite Position

## Emergency Management

### Management

Director / LEPC Coordinator	PO192	192	1	192	1	192
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### Emergency Management

Manager	PO144	144	1	144	1	144
Administrator Planning	PO120	120	1	120	1	120
Administrator Exercises	PO120	120	0.5	60	1	120
Administrator Training	PO120	120	0.5	60	1	120
Administrator Mitigation	PO120	120	0.5	60	1	120
Grants Coordinator	PO120	120	0.5	60	1	120
Administrative Secretary	WS80	80	1	80	1	80
Administrative Clerk	WS60	60	1	60	2	120

### Environmental Investigation

Administrator	PO120	120	1	120	1	120
Investigator	WS60	60	3	180	4	240

### Emergency Management Support

Copy / Fax / Workroom	OA	50	1	50	1	50	Can have multi-use
Storage	ER	50	3	150	3	150	
Emergency Ops Pods	OA	200	6	1,200	6	1,200	
Administrative Assist WS	WS60	60	2	120	2	120	
HAM Radio Section	WS64	64	1	64	1	64	
Communications Station	WS64	64	2	128	2	128	
HAM Radio Section	ER	120	1	120	1	120	
Emergency Ops Conference	ER	200	2	400	2	400	
Media Wall	OA	150	1	150	1	150	
Media Wall Equipment Room	ER	100	1	100	1	100	
Secure Entry Vestibule	ER	120	1	120	1	120	
Computer Equip Room	ER	100	1	100	1	100	
Telephone Room	ER	100	1	100	1	100	
EOC Storage	ER	100	1	100	1	100	
Toilet	ER	80	1	80	1	80	
Coffee Alcove	OA	30	1	30	1	30	
Janitor	ER	30	1	30	1	30	
Quiet Room/Bunk Room	ER	100	1	100	1	100	

### General Support

Kitchen / Break Room	ER	400	1	400	1	400
Closed File Secure Storage	ER	450	1	450	1	450
File Archive	ER	300	1	300	1	300
Training Room	TR1200	1,200	1	1,200	1	1,200
Large Conference Room	CR1200	1,200	1	1,200	1	1,200
Conference Room	CR700	700	1	700	1	700
Meeting Rooms	CR240	240	2	480	2	480
Copy/Fax/Work Room	OA	120	3	360	3	360
Shipping & Receiving Room	ER	200	1	200	1	200
Server Room	ER	150	2	300	2	300
Janitors Closet	ER	40	1	40	1	40
Lobby Reception	ER	200	1	200	1	200
Office Supply	ER	300	1	300	1	300
Design Plans Room	ER	400	1	400	1	400
Plans Review Storage Room	ER	400	1	400	1	400
Plotter / Scanner Room	ER	200	1	200	1	200
Public Toilet	ER	65	2	130	2	130
Secured Storage	ER	200	1	200	1	200
Staff Toilets	ER	200	2	400	2	400

Public Works Truck Parking  
 Personal Vehicle Parking  
 Heavy Equipment / Vehicle Parking

OA		43	0	43	0
OA		109	0	126	0
OA		17	0	17	0
	<b>NET AREA</b>	<b>22,034</b>			<b>23,370</b>
20%	Circulation	4,407			7,011
	Subtotal	26,441			30,381
15%	Gross-Up	3,966			6,076
	<b>TOTAL</b>	<b>30,407</b>			<b>36,457</b>

# PUBLIC WORKS

Pinal County Development Services

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

## FLORENCE CONSTRUCTION Preservation & Maintenance

Crew Chief	WS80	80	1	80	1	80	Moves to Own Facility
Highway Foreman	WS80	80	1	80	1	80	
Construction Crew	WS60	0	12	0	12	0	
Preservation & Maintenance Crew	WS60	0	18	0	18	0	

## Support

Training Center	ER	200	1	200	1	200
Kitchen / Break Room	ER	300	1	300	1	300
Conference Room	CR240	240	1	240	1	240
Copy/Fax/Work Room	OA	50	1	50	1	50
Server Room	ER	100	1	100	1	100
Janitors Closet	ER	50	1	50	1	50
Records Room	ER	150	1	150	1	150
Storage	ER	200	1	200	1	200
Supply Room	ER	100	1	100	1	100
Repair Bays - Heavy Equipment	ER	800	2	1,600	2	1,600
Oil Room	ER	200	1	200	1	200
Parts Room	ER	400	1	400	1	400
Public Toilet	ER	65	2	130	2	130
Tool Room	ER	400	1	400	1	400
Staff Men's Toilets/Locker/Showers	ER	350	1	350	1	350
Staff Women's Toilets/Locker/Showers	ER	150	1	150	1	150
Mechanical Room	ER	400	1	400	1	400
Public Works Truck Parking	OA		4	0	4	0
Personal Vehicle Parking	OA		40	0	40	0
Heavy Equipment/Vehicle Parking	OA		28	0	28	0
Outdoor Storage	OA	1,000	1	0	1	0

<b>NET AREA</b>	<b>5,180</b>	<b>5,180</b>
30% Circulation	1,554	1,554
Subtotal	6,734	6,734
20% Gross-Up	1,347	1,347
<b>TOTAL</b>	<b>8,081</b>	<b>8,081</b>

# PUBLIC WORKS

Pinal County Development Services

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

## ***FLORENCE RECYCLING***

Section Chief	PO144	144	1	144	1	144	
Site Supervisor	WS80	80	1	80	1	80	
Program Coordinator	WS80	80	1	80	1	80	
Material Recovery Technician	None		8	0	10	0	

## ***Support***

Training Center	ER	200	1	200	1	200	
Kitchen / Break Room	ER	300	1	300	1	300	
Conference Room	CR240	240	1	240	1	240	
Copy/Fax/Work Room	OA	50	1	50	1	50	
Server Room	ER	100	1	100	1	100	
Janitors Closet	ER	50	1	50	1	50	
Records Room	ER	150	1	150	2	300	
Storage	ER	200	1	200	1	200	
Supply Room	ER	100	1	100	1	100	
Mechanical Room	ER	400	1	400	1	400	
Office Supply	ER	100	1	100	1	100	
Recycling Bay	ER	1,500	1	1,500	1	1,500	
Public Toilet	ER	65	2	130	2	130	
Tool Room	ER	400	1	400	1	400	
Staff Men's Toilets/Locker/Showers	ER	350	1	350	1	350	
Staff Women's Toilets/Locker/Showers	ER	150	1	150	1	150	
Public Works Truck Parking	OA		8	0	8	0	
Personal Vehicle Parking	OA		11	0	13	0	
Heavy Equipment / Vehicle Parking	OA		17	0	17	0	
				<b>NET AREA</b>		<b>4,724</b>	<b>4,874</b>
			30% Circulation		1,417		1,462
			Subtotal		6,141		6,336
			20% Gross-Up		1,228		1,267
			<b>TOTAL</b>		<b>7,369</b>		<b>7,603</b>



# PUBLIC WORKS

Pinal County Development Services

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

## FLORENCE MAINTENANCE

Foreman	PO144	144	1	144	1	144	
Assistant Foreman	WS80	80	1	80	1	80	
Equipment Operators	None		14	0	17	0	

## Support

Training Center	ER	200	1	200	1	200	
Kitchen / Break Room	ER	300	1	300	1	300	
Conference Room	CR240	240	1	240	1	240	
Copy/Fax/Work Room	OA	50	1	50	1	50	
Server Room	ER	100	1	100	1	100	
Janitors Closet	ER	50	1	50	1	50	
Records Room	ER	150	1	150	1	150	
Storage	ER	200	1	200	1	200	
Supply Room	ER	100	1	100	1	100	
Mechanical Room	ER	400	1	400	1	400	
Office Supply	ER	100	1	100	1	100	
Repair Bays	ER	800	2	1,600	2	1,600	
Oil Room	ER	200	1	200	1	200	
Parts Room	ER	400	1	400	1	400	
Public Toilet	ER	65	2	130	2	130	
Tool Room	ER	400	1	400	1	400	
Staff Men's Toilets/Locker/Showers	ER	350	1	350	1	350	
Staff Women's Toilets/Locker/Showers	ER	150	1	150	1	150	
Public Works Truck Parking	OA		6	0	4	0	
Personal Vehicle Parking	OA		20	0	20	0	
Heavy Equipment/Vehicle Parking	OA		20	0	20	0	
Outdoor Storage	OA	1,000	1	0	1	0	

<b>NET AREA</b>	<b>5,344</b>	<b>5,344</b>
30% Circulation	1,603	1,603
Subtotal	6,947	6,947
20% Gross-Up	1,389	1,389
<b>TOTAL</b>	<b>8,337</b>	<b>8,337</b>



# PUBLIC WORKS

Pinal County Development Services

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

## CASA GRANDE MAINTENANCE

Foreman	PO144	144	2	288	2	288	
Assistant Foreman	WS80	80	2	160	2	160	
Equipment Operators	None		17	0	20	0	

## Support

Training Center	ER	200	1	200	1	200	
Kitchen / Break Room	ER	300	1	300	1	300	
Conference Room	CR240	240	1	240	1	240	
Copy/Fax/Work Room	OA	50	1	50	1	50	
Server Room	ER	100	1	100	1	100	
Janitors Closet	ER	50	1	50	1	50	
Records Room	ER	150	1	150	1	150	
Storage	ER	200	1	200	1	200	
Supply Room	ER	100	1	100	1	100	
Mechanical Room	ER	400	1	400	1	400	
Office Supply	ER	100	1	100	1	100	
Repair Bays	ER	800	2	1,600	2	1,600	
Oil Room	ER	200	1	200	1	200	
Parts Room	ER	400	1	400	1	400	
Public Toilet	ER	65	2	130	2	130	
Tool Room	ER	400	1	400	1	400	
Staff Men's Toilets/Locker/Showers	ER	350	1	350	1	350	
Staff Women's Toilets/Locker/Showers	ER	150	1	150	1	150	
Public Works Truck Parking	OA		7	0	7	0	
Personal Vehicle Parking	OA		21	0	24	0	
Heavy Equipment / Vehicle Parking	OA		22	0	22	0	
			<b>NET AREA</b>	<b>5,568</b>		<b>5,568</b>	
			30% Circulation	1,670		1,670	
			Subtotal	7,238		7,238	
			20% Gross-Up	1,448		1,448	
			<b>TOTAL</b>	<b>8,686</b>		<b>8,686</b>	

# PUBLIC WORKS

Pinal County Development Services

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

## ORACLE MAINTENANCE

Foreman	PO144	144	1	144	1	144	
Assistant Foreman	WS80	80	1	80	1	80	
Equipment Operators	None		15	0	18	0	

## Support

Training Center	ER	200	1	200	1	200	
Kitchen / Break Room	ER	300	1	300	1	300	
Conference Room	CR240	240	1	240	1	240	
Copy/Fax/Work Room	OA	50	1	50	1	50	
Server Room	ER	100	1	100	1	100	
Janitors Closet	ER	50	1	50	1	50	
Records Room	ER	150	1	150	1	150	
Storage	ER	200	1	200	1	200	
Supply Room	ER	100	1	100	1	100	
Mechanical Room	ER	400	1	400	1	400	
Office Supply	ER	100	1	100	1	100	
Repair Bays	ER	800	2	1,600	2	1,600	
Oil Room	ER	200	1	200	1	200	
Parts Room	ER	400	1	400	1	400	
Public Toilet	ER	65	2	130	2	130	
Tool Room	ER	400	1	400	1	400	
Staff Men's Toilets/Locker/Showers	ER	350	1	350	1	350	
Staff Women's Toilets/Locker/Showers	ER	150	1	150	1	150	
Public Works Truck Parking	OA		9	0	9	0	
Personal Vehicle Parking	OA		19	0	20	0	
Heavy Equipment/Vehicle Parking	OA		26	0	26	0	
			<b>NET AREA</b>	<b>5,344</b>		<b>5,344</b>	
			30% Circulation	1,603		1,603	
			Subtotal	6,947		6,947	
			20% Gross-Up	1,389		1,389	
			<b>TOTAL</b>	<b>8,337</b>		<b>8,337</b>	

# PUBLIC WORKS

Pinal County Development Services

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

## RIVERSIDE MAINTENANCE

Foreman	PO144	144	1	144	1	144	
Assistant Foreman	WS80	80	1	80	1	80	
Equipment Operators	None		5	0	7	0	

## Support

Training Center	ER	200	1	200	1	200	
Kitchen / Break Room	ER	300	1	300	1	300	
Conference Room	CR240	240	1	240	1	240	
Copy/Fax/Work Room	OA	50	1	50	1	50	
Server Room	ER	100	1	100	1	100	
Janitors Closet	ER	50	1	50	1	50	
Records Room	ER	150	1	150	1	150	
Storage	ER	200	1	200	1	200	
Supply Room	ER	100	1	100	1	100	
Mechanical Room	ER	400	1	400	1	400	
Office Supply	ER	100	1	100	1	100	
Repair Bays	ER	800	2	1,600	2	1,600	
Oil Room	ER	200	1	200	1	200	
Parts Room	ER	400	1	400	1	400	
Public Toilet	ER	65	2	130	2	130	
Tool Room	ER	400	1	400	1	400	
Staff Men's Toilets/Locker/Showers	ER	350	1	350	1	350	
Staff Women's Toilets/Locker/Showers	ER	150	1	150	1	150	
Public Works Truck Parking	OA		2	0	2	0	
Personal Vehicle Parking	OA		7	0	9	0	
Heavy Equipment/Vehicle Parking	OA		3	0	3	0	
			<b>NET AREA</b>	<b>5,344</b>		<b>5,344</b>	
			30% Circulation	1,603		1,603	
			Subtotal	6,947		6,947	
			20% Gross-Up	1,389		1,389	
			<b>TOTAL</b>	<b>8,337</b>		<b>8,337</b>	

# PUBLIC WORKS

Pinal County Development Services

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

## ARIZONA CITY MAINTENANCE

Foreman	PO144	144	1	144	1	144
Assistant Foreman	WS80	80	1	80	1	80
Equipment Operators	None		15	0	18	0

## Support

Training Center	ER	200	1	200	1	200
Kitchen / Break Room	ER	300	1	300	1	300
Conference Room	CR240	240	1	240	1	240
Copy/Fax/Work Room	OA	50	1	50	1	50
Server Room	ER	100	1	100	1	100
Janitors Closet	ER	50	1	50	1	50
Records Room	ER	150	1	150	1	150
Storage	ER	200	1	200	1	200
Supply Room	ER	100	1	100	1	100
Mechanical Room	ER	400	1	400	1	400
Office Supply	ER	100	1	100	1	100
Repair Bays	ER	800	2	1,600	2	1,600
Oil Room	ER	200	1	200	1	200
Parts Room	ER	400	1	400	1	400
Public Toilet	ER	65	2	130	2	130
Tool Room	ER	400	1	400	1	400
Staff Men's Toilets/Locker/Showers	ER	350	1	350	1	350
Staff Women's Toilets/Locker/Showers	ER	150	1	150	1	150
Public Works Truck Parking	OA		11	0	11	0
Personal Vehicle Parking	OA		17	0	20	0
Heavy Equipment/Vehicle Parking	OA		29	0	29	0
			<b>NET AREA</b>	<b>5,344</b>		<b>5,344</b>
			30% Circulation	1,603		1,603
			Subtotal	6,947		6,947
			20% Gross-Up	1,389		1,389
			<b>TOTAL</b>	<b>8,337</b>		<b>8,337</b>

# PUBLIC WORKS

Pinal County Development Services

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

## APACHE JUNCTION MAINTENANCE

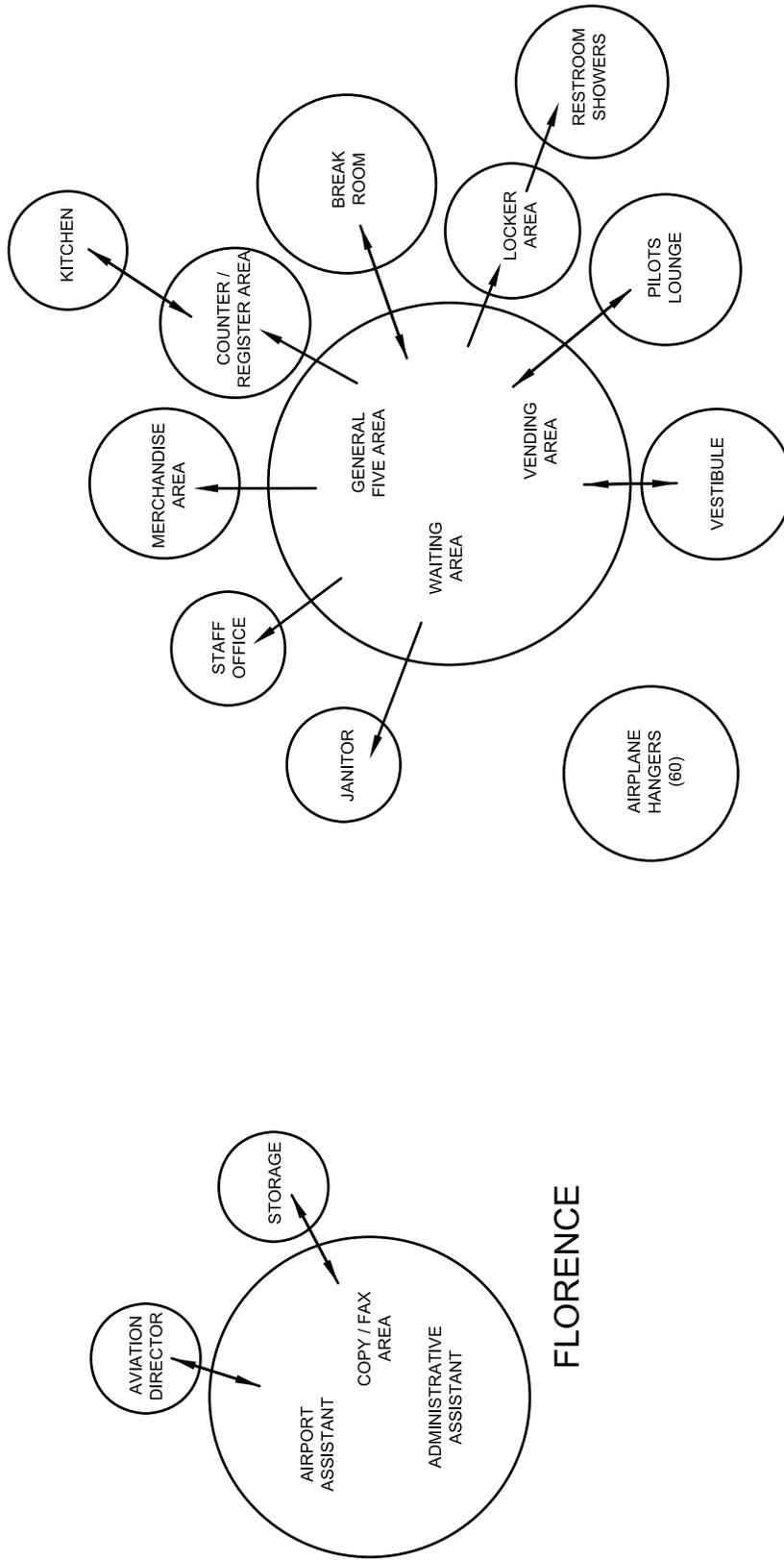
Foreman	PO144	144	1	144	1	144
Assistant Foreman	WS80	80	1	80	1	80
Equipment Operators	None		13	0	16	0

## Support

Training Center	ER	200	1	200	1	200
Kitchen / Break Room	ER	300	1	300	1	300
Conference Room	CR240	240	1	240	1	240
Copy/Fax/Work Room	OA	50	1	50	1	50
Server Room	ER	100	1	100	1	100
Janitors Closet	ER	50	1	50	1	50
Records Room	ER	150	1	150	1	150
Storage	ER	200	1	200	1	200
Supply Room	ER	100	1	100	1	100
Mechanical Room	ER	400	1	400	1	400
Office Supply	ER	100	1	100	1	100
Repair Bays	ER	800	2	1,600	2	1,600
Oil Room	ER	200	1	200	1	200
Parts Room	ER	400	1	400	1	400
Public Toilet	ER	65	2	130	2	130
Tool Room	ER	400	1	400	1	400
Staff Men's Toilets/Locker/Showers	ER	350	1	350	1	350
Staff Women's Toilets/Locker/Showers	ER	150	1	150	1	150
Public Works Truck Parking	OA		6	0	6	0
Personal Vehicle Parking	OA		20	0	20	0
Heavy Equipment/Vehicle Parking	OA		12	0	12	0
			<b>NET AREA</b>	<b>5,344</b>		<b>5,344</b>
			30% Circulation	1,603		1,603
			Subtotal	6,947		6,947
			20% Gross-Up	1,389		1,389
			<b>TOTAL</b>	<b>8,337</b>		<b>8,337</b>







### SAN MANUEL

### FLORENCE

# PUBLIC WORKS

Pinal County Development Services

Description	Room		5 Years		10 Years		Notes
	Code	SF	Units	NSF	Units	NSF	

## SAN MANUEL AIR TERMINAL

### Administration

Director	PO256	256	1	256	1	256	
Airport Support Staff	WS60	60	1	60	2	120	

### Support

Waiting Area	OA	400	1	400	1	400	For 20 people
Vending Area	OA	100	1	100	1	100	
General File Area	OA	200	1	200	1	200	
Break Room	ER	200	1	200	1	200	
Kitchen	ER	200	1	200	1	200	
Counter / Register Area	ER	200	1	200	1	200	
Snack Bar	ER	800	1	800	1	800	Seating for 20
Merchandise Area	ER	200	1	200	1	200	
Restroom / Showers	ER	200	2	400	2	400	
Locker Area	ER	200	2	400	2	400	
Pilots Briefing Room	ER	200	1	200	1	200	
Pilots Lounge	ER	200	1	200	1	200	For 6 people
Outdoor Observation Patio	ER	300	1	0	1	0	
Electronics Room	ER	200	1	200	1	200	
Storage	ER	200	1	200	1	200	
Airplane Hangars	ER	740	30	22,200	60	44,400	
Corporate Hangars	ER	4,800	2	9,600	2	9,600	
Vehicle Parking	OA		35	0	70	0	

<b>NET AREA</b>		<b>36,016</b>		<b>58,276</b>
Circulation	30%	10,805		17,483
Subtotal		46,821		75,759
Gross-Up	20%	9,364		15,152
<b>TOTAL</b>		<b>56,185</b>		<b>90,911</b>



G

ENVIRONMENTAL  
HEALTH

VOLUME II OF V  
DEVELOPMENT  
SERVICES



DURRANT®

# **Pinal County Environmental Health Points of Consideration**

## **Projected Growth**

The following needs assessment summary represents space needs for the Environmental Health operations in Pinal County. This document is a “user driven” breakdown of spaces and amenities that would best support each of their departmental functions. We feel the information listed herein represents the optimum space types and sizes to support the county Environmental Health operations for the next 5 and 10 years.

## **Overall Summary**

The Environmental Health Departments primary facility currently operates out of the Development Services building F in the Florence governmental campus. The Division of Environmental Health provides education, consultation, plan review, permitting and inspection services to the general public as well as the regulated community. Some examples of facilities that the Division regulates include, public and semipublic swimming pools, public accommodations such as hotels and motels, on-site septic tank systems, food establishments such as restaurants, bars, grocery stores, school cafeterias, day care kitchens and mobile/temporary food vendors. The Division also investigates citizen’s complaints and nuisance situations to ensure a safe and healthy environment for all county residents. The department operates as a public health agency, an extension of the state agency.

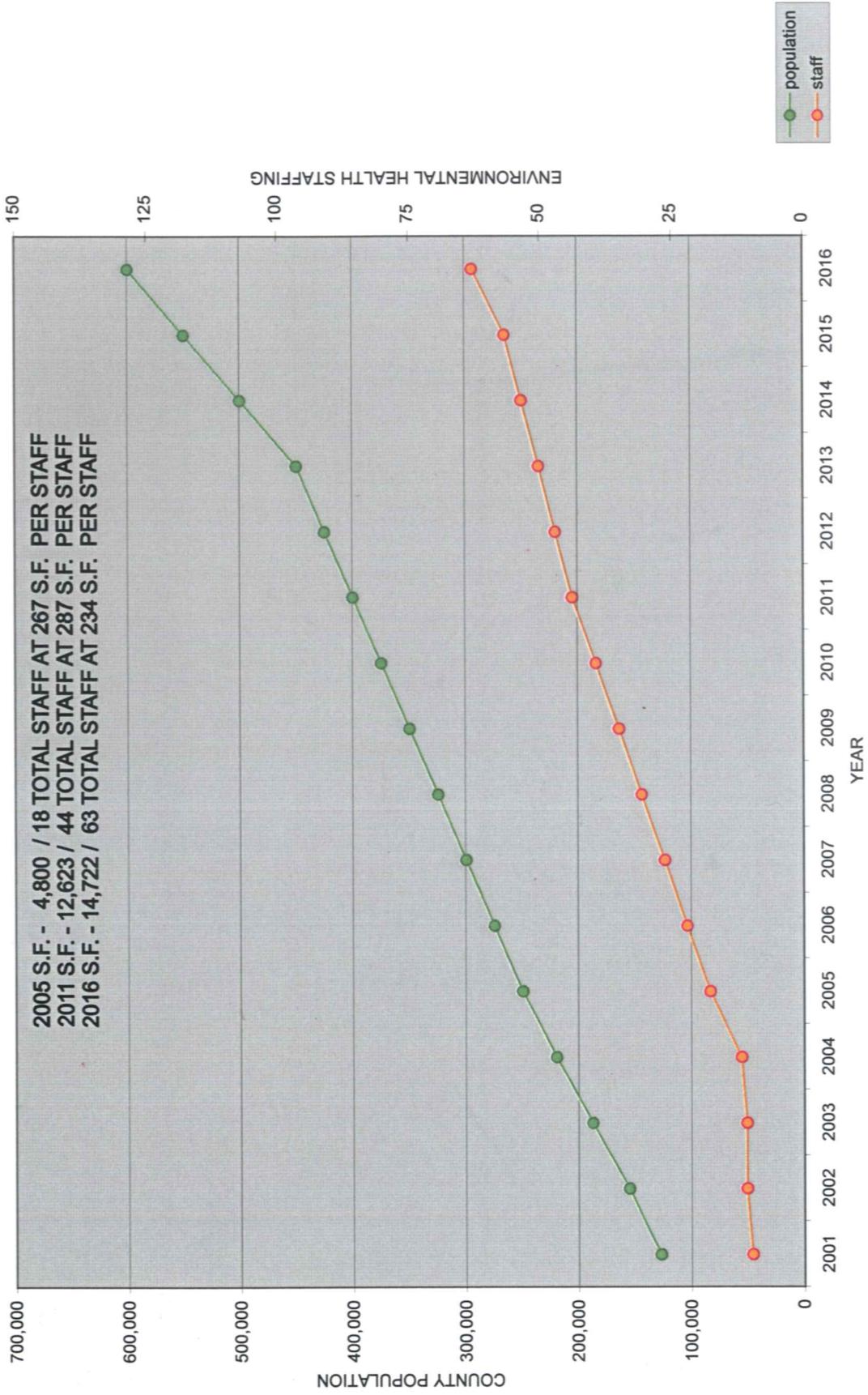
Ultimately DEQ might be doing water/sewer for development. This should happen by the end of the year. There could eventually be a split between public health and DEQ programs. The Environmental Health Department would benefit from an adjacency with Development Services. The number of retail establishments is growing at a slow rate but is projected to have large growth based on population growth (housing developments). The department currently has 20 positions budgeted and anticipates thirty seven positions for 2010. The department currently has satellite operations in Casa Grande, Apache Junction, and Oracle. Satellite facilities to be added include: Maricopa and Queen Creek. Staff positions at satellite locations will be Environmental Health Specialists. Satellite locations are currently co-located with other development services departments.

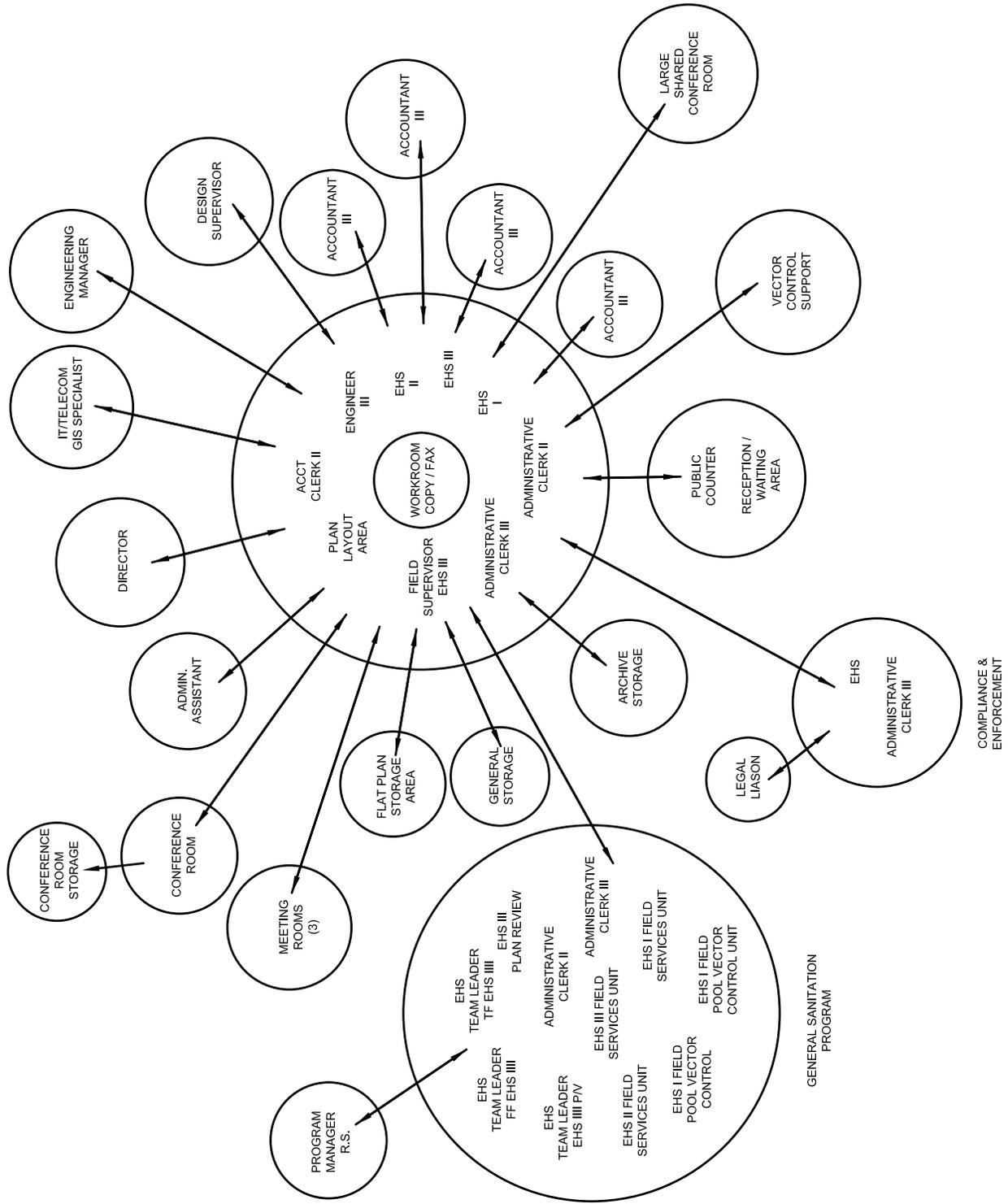
Main operations for the Environmental Health Department will remain. All of the facilities will need access to a public counter. Over 200 public counter meetings are logged per month in the Environmental Health department. The Florence location needs a conference room for 20 people as well as access to a shared conference room that can fit up to 50 people. The main location also needs a small 2-3 person meeting room for meetings with the public. These rooms could serve as privacy for problem mitigation. Additional needs include a Need Vector Control Area. This area includes: Chemical storage, Lab, Equipment bays, Wash racks, and Fish breed tanks and Work stations.

### **Overall Recommendation**

The conclusion of this needs assessment is that changes and upgrades are currently needed for the Pinal County Environmental Health department. The existing facilities are inadequate to accommodate the anticipated Environmental Health growth and don't provide a responsive work environment to perform the functions required to efficiently manage the department through the next 10 years. The following space summaries address the many deficiencies that exist, while anticipating the future needs to accommodate expanding needs of the growing County population and staff.

# PINAL COUNTY ENVIRONMENTAL HEALTH





## SPACE SUMMARY

### PINAL COUNTY DEVELOPMENT SERVICES

Department	FLORENCE			CASA GRANDE		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Environmental Health	4,000	10,459	12,555	400	524	524

<b>TOTALS GSF</b>	4,000	10,459	12,555	400	524	524
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Department	APACHE JUNCTION			MARICOPA		
	Exist	5Yr	10Yr	Exist	5Yr	10Yr
1 Environmental Health	400	524	524		524	524

<b>TOTALS GSF</b>	400	524	524	-	524	524
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# ENVIRONMENTAL HEALTH

## PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	5 Years		10 Years		Notes
		SF	Units	NSF	Units	

### FLORENCE

Director	PO192	192	1	192	1	192
Admin. Assistant	PO120	120	1	120	1	120
IT/Telecom/GIS Specialist	PO120	120	1	120	1	120
Acct Clerk II	WS60	60	2	120	2	120

### ENVIRONMENTAL PROGRAMS

Engineering Manager	PO120	120	1	120	1	120
Design Supervisor	PO120	120	1	120	1	120
Engineer III	WS80	80	1	80	2	160
Field Supervisor EHS III	WS80	80	1	80	2	160
EHS III	WS60	60	1	60	2	120
EHS-II	WS40	40	1	40	2	80
EHS I	WS40	40	5	200	7	280
Administrative Clerk III	WS60	60	1	60	2	120
Administrative Clerk II	WS60	60	1	60	2	120

### GENERAL SANITATION PROGRAM

Program Manager R.S.	PO120	120	1	120	1	120
EHS Team Leader-FF EHS III	WS80	80	1	80	1	80
EHS Team Leader-TF EHS III	WS80	80	1	80	1	80
EHS-III - Plan Review	WS60	60	1	60	2	120
EHS-III - Field Services Unit	WS60	60	3	180	5	300
EHS II - Field Services Unit	WS40	40	2	80	4	160
EHS I - Field Services Unit	WS40	40	1	40	2	80
Administrative Clerk III	WS60	60	1	60	2	120
Administrative Clerk II	WS60	60	1	60	2	120

### COMPLIANCE & ENFORCEMENT

Legal Liaison	PO120	120	1	120	1	120
EHS II	WS40	40	1	40	2	80
Administrative Clerk III	WS60	60	1	60	1	60

### VECTOR CONTROL

EHS Team Leader EHS III P/V	WS80	80	1	80	1	80
EHS I - Pool Vector Control Unit	WS40	40	1	40	2	80
EH Tech - Pool Vector Control	WS40	40	1	40	2	80

### Vector Control Support

Chemical Storage	ER	160	1	160	1	160	Vector Control could b
Lab	ER	65	2	130	2	130	
Equipment Bays	ER	300	2	600	2	600	
Fish Breed Tanks	ER	100	2	200	2	200	
Toilets	ER	65	1	65	1	65	
Workroom/Copy/Fax	OA	40	1	40	1	40	
Files	OA	100	1	100	1	100	
Storage Room	ER	100	1	100	1	100	



# ENVIRONMENTAL HEALTH

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	5 Years		10 Years		Notes
		SF	Units	Units	NSF	

## CASA GRANDE

### EH - Staff

EH - Specialist	WS60	60	2	120	2	120
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### Support

Plan Layout Area	OA	20	1	20	1	20
Workroom/Copy/Fax	OA	40	1	40	1	40
Files	OA	100	1	100	1	100
Storage Room	ER	100	1	100	1	100

<b>NET AREA</b>		<b>380</b>	<b>380</b>
Circulation	20%	76	76
Subtotal		456	456
Gross-Up	15%	68	68
<b>TOTAL</b>		<b>524</b>	<b>524</b>

# ENVIRONMENTAL HEALTH

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	5 Years		10 Years		Notes
		SF	Units	Units	NSF	

## APACHE JUNCTION

### EH - Staff

EH - Specialist	WS60	60	2	120	2	120
-----------------	------	----	---	-----	---	-----

### Support

Plan Layout Area	OA	20	1	20	1	20
Workroom/Copy/Fax	OA	40	1	40	1	40
Files	OA	100	1	100	1	100
Storage Room	ER	100	1	100	1	100

<b>NET AREA</b>		<b>380</b>	<b>380</b>
Circulation	20%	76	76
Subtotal		456	456
Gross-Up	15%	68	68
<b>TOTAL</b>		<b>524</b>	<b>524</b>

# ENVIRONMENTAL HEALTH

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	5 Years		10 Years		Notes
		SF	Units	Units	NSF	

## MARICOPA

### EH - Staff

EH - Specialist	WS60	60	2	120	2	120
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### Support

Plan Layout Area	OA	20	1	20	1	20
Workroom/Copy/Fax	OA	40	1	40	1	40
Files	OA	100	1	100	1	100
Storage Room	ER	100	1	100	1	100

<b>NET AREA</b>		<b>380</b>	<b>380</b>
Circulation	20%	76	76
Subtotal		456	456
Gross-Up	15%	68	68
<b>TOTAL</b>		<b>524</b>	<b>524</b>

# ENVIRONMENTAL HEALTH

PINAL COUNTY DEVELOPMENT SERVICES

Description	Room Code	5 Years		10 Years		Notes
		SF	Units	Units	NSF	

## ORACLE

### EH - Staff

EH - Specialist	WS60	60	2	120	2	120
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### Support

Plan Layout Area	OA	20	1	20	1	20
Workroom/Copy/Fax	OA	40	1	40	1	40
Files	OA	100	1	100	1	100
Storage Room	ER	100	1	100	1	100

<b>NET AREA</b>		<b>380</b>	<b>380</b>
Circulation	20%	76	76
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<b>TOTAL</b>		<b>524</b>	<b>524</b>



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ONE-STOP SHOP

VOLUME II OF V  
DEVELOPMENT  
SERVICES



DURRANT®

# **Pinal County One-Stop Shop Points of Consideration**

## **Projected Growth**

The following needs assessment summary represents space needs for the One-Stop Shop operations in Pinal County. This document is a “user driven” breakdown of spaces and amenities that would best support each of their departmental functions. We feel the information listed herein represents the optimum space types and sizes to support the county One-Stop Shop operations for the next 5 and 10 years.

## **Overall Summary**

The One-Stop Shop Departments primary facility currently operates out of the Development Services building F in the Florence governmental campus. The One - Stop Shop department was added to Development Services in 2006 and will remain centralized in Florence. The department currently has a One-Stop Shop Manager and 2 permit tech positions. They will need to add an additional permit tech in 5 years and will keep their staff the same in the 10 year projection. One-Stop Shops future needs include work stations, counter space and shipping and receiving area for temporary storage of plans. A customer research area is needed with computer stations set up for easy access to information as well as 10 interview stations off the lobby. The department currently has no security in place. Future security additions need to include a lobby security camera, coverage/panic button and a safe where cash and checks could be stored. 90% of county fees go to the One Stop Shop.

## **Overall Recommendation**

The conclusion of this needs assessment is that changes and upgrades are currently needed for the Pinal County One-Stop Shop department. The existing facilities are inadequate to accommodate the anticipated One-Stop Shop growth and don't provide a responsive work environment to perform the functions required to efficiently manage the department through the next 10 years. The following space summaries address the many deficiencies that exist, while anticipating the future needs to accommodate expanding needs of the growing County population and staff.

# SPACE SUMMARY

PINAL COUNTY DEVELOPMENT SERVICES

Department	FLORENCE		
	Exist	5Yr	10Yr
1 One-Stop Shop		2,766	2,766

**TOTALS GSF**

-	2,766	2,766
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# ONE- STOP- SHOP

PINAL COUNTY ADMINISTRATIVE SERVICES

Description	Room Code	SF	5 Years		10 Years		Notes
			Units	NSF	Units	NSF	

## FLORENCE

### Administration

Manager	PO168	168	1	168	1	168
Permit Techs	WS60	60	3	180	3	180

### Support

Plan Storage	ER	100	1	100	1	100
Storage	ER	100	1	100	1	100
Public Counter	ER	65	3	195	3	195
Small Conference Room	CR240	240	1	240	1	240
Shipping & Receiving	ER	100	1	100	1	100
Storage Vault	ER	30	1	30	1	30
Research Station	ER	60	1	60	1	60
Meeting Booths	ER	60	10	600	10	600

<b>NET AREA</b>				<b>1,773</b>		<b>1,773</b>
Circulation	30%			532		532
Subtotal				2,305		2,305
Gross-Up	20%			461		461
<b>TOTAL</b>				<b>2,766</b>		<b>2,766</b>

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