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Town Government Center for Belleville, New Jersey

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Clemson University

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town
government
center for belleville, new jersey



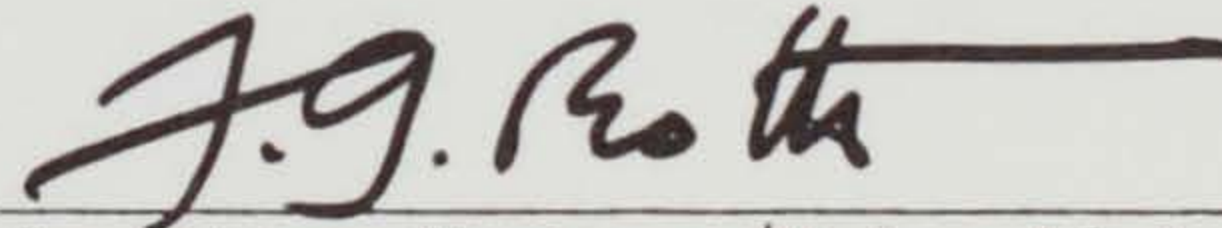
A TOWN GOVERNMENT CENTER FOR BELLEVILLE, NEW JERSEY

JOHN ALLYN BUTCH

FALL 1978

A terminal project submitted to the faculty of the
College of Architecture, Clemson University in
partial fulfillment of the requirements for the
degree of MASTER OF ARCHITECTURE.

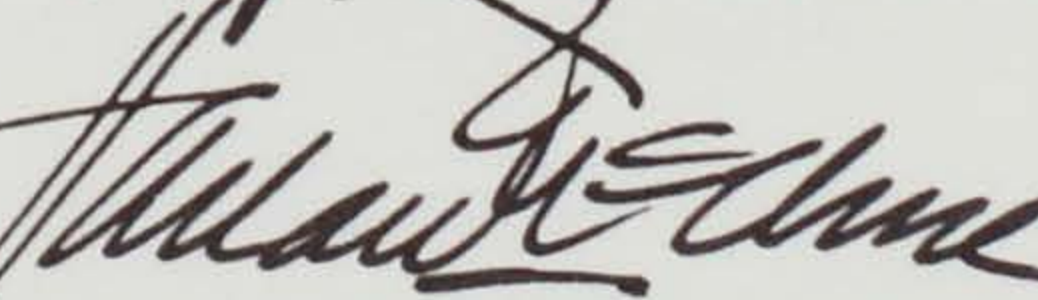
Approved:



Committee Chairman/Major Advisor



Head, Dept. of Architectural Studies



Dean, College of Architecture

Acknowledgements

I wish to thank the following people for their guidance and help during this project:

Prof. Peter Smith (Chairman)
Prof. Peter Lee (Advisor)
Prof. Hugh White (Advisor)
Capt. John F. Brown
Prof. Mark Adams
Dr. Cecilia Walker
Mayor Michael Bennett
Commissioner Joseph E. McCreedy
Commissioner Bruce E. Salotto
Commissioner Mary V. Donohue
Commissioner Thomas E. Scrimshaw
Ralph Smith
Mrs. Decker
Dr. John Green
Mrs. Shuler
Mary Lee Smith
Steve Papp
Teachers Debora
By Nicholas
Police Chief Joe Smith

and I want to show my appreciation to my friends:

Richard (N.Y.) & Linda Smith
Robert (Ohio) Brown
Charles Carpenter
Mary (Mad) King
Lynn & Sharon Brown
Mary Kay
Tom (Illinois) Justice
Walter (Illinois) King

To my Parents

604901

Acknowledgements

I wish to thank the following people for their guidance and help during this project:

Prof. Fritz Roth-(Chairman)
Prof. Peter Lee-(Advisor)
Prof. Hugh Webb-(Advisor)
Prof. John T. Acorn
Prof. Mark Hudson
Dr. Cecilia Voelker
Mayor Michael Marotti
Commissioner Joseph F. McGreevy
Commissioner Rocco H. Saletta
Commissioner Mary V. Senatore
Commissioner Vincent T. Strumolo
Ralph Risoli
Mrs. Decker
Dr. John Greed
Mrs. Shades
Mary Lou Hood
Steve Vogel
Isadore Padula
Sy Lieberman
Police Chief Joe Smith

And I want to show my appreciation to my friends:

Richard (R.T.) & Linda Beale
Robert (Bubba) Brenner
Warren Carpenter
Mark (Mad Dog) Eggl
Curt & Theresa Emmons +1
Randy Guy
Sam (Wolfman) Justice
Walter (Sonny) Sims

Table of Contents

INTRODUCTION.....	1
COMMUNITY.....	3
Regional Map.....	4
Metropolitan Area Map.....	5
Description.....	6
Principal Features Map.....	8
Downtown Area Map.....	9
Description-Downtown.....	10
Demographic Characteristics.....	12
GOVERNMENT.....	14
Description.....	15
Government Organization Chart.....	17
Existing Government Facilities.....	18
CASE STUDIES.....	19
Description.....	20
1)-Police Memorial Building-Jacksonville, Florida.....	21
2)-Government Center-Malden, Massachusetts.....	22
3)-Orange County Office and Courthouse-Goshen, N.Y.....	23
SITE.....	24
Description.....	25
Existing Site Conditions.....	27
Proposed Site and Analysis.....	28
PROGRAM.....	29
Description.....	30
Part 1-User, Activity, and Space Program.....	31
Part 2-Gross Area Program.....	46
Part 3-Parking Program and Part 4-Outdoor Space Program.....	47

OBJECTIVES.....48

DOCUMENTATION.....50

 Footnotes.....51

 Bibliography.....52

CONCEPT.....53

SOLUTION.....56

introduction



This revision project will concern itself with the design of a town government center for Belleville, New Jersey which will combine functions that are housed in several different buildings into a rehabilitated building complex.

An analysis of the town and its government will be made and a number of case studies examined in order to develop the spatial requirements and the objectives for this government center.

This data will lead to an architectural solution for Belleville's Town Government Center.

introduction



This terminal project will concern itself with the design of a town government center for Belleville, New Jersey which will combine functions that are housed in several different buildings into a consolidated building complex.

An analysis of the town and its government will be made and a number of case studies examined in order to develop the spatial requirements and the objectives for this government center.

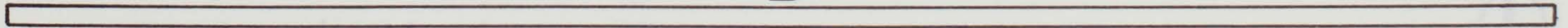
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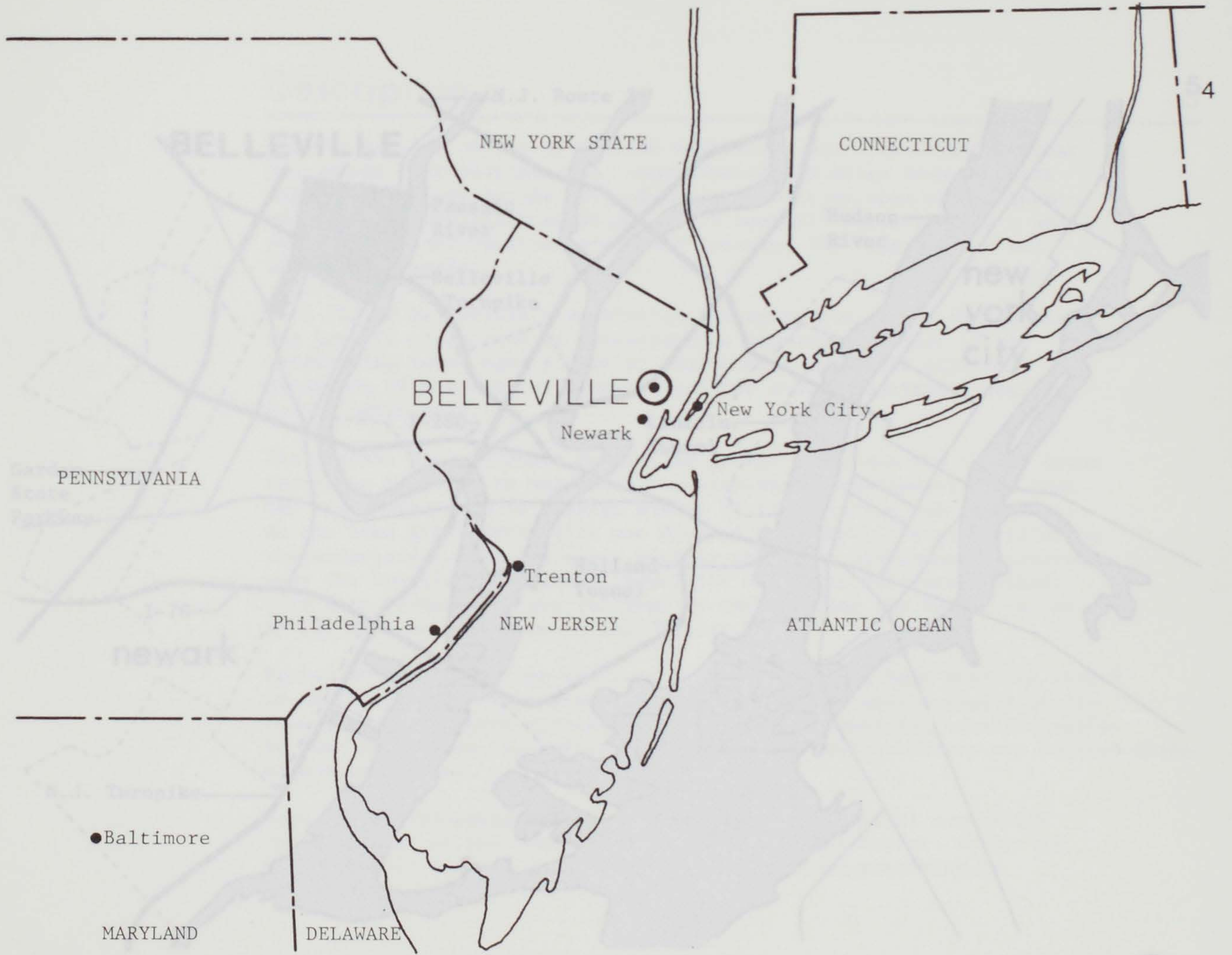
community





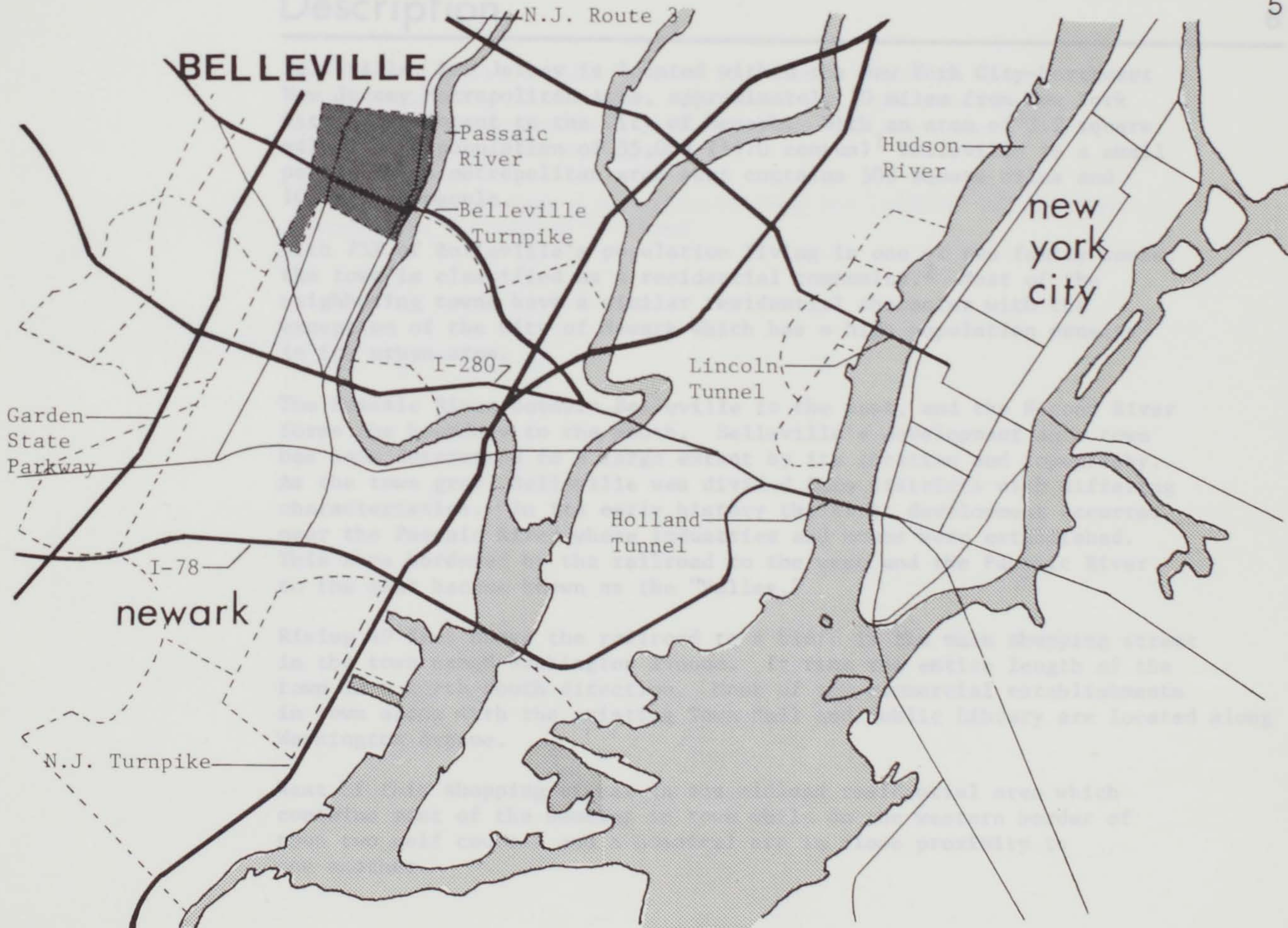
community





Regional Map Area Map





Metropolitan Area Map



Description

Belleville, New Jersey is located within the New York City-Northeast New Jersey Metropolitan Area, approximately 10 miles from New York City and adjacent to the City of Newark. With an area of 3.2 square miles and a population of 35,000 (1970 census)¹ Belleville is a small portion of a metropolitan area that contains 500 square miles and 10 million people.

With 75% of Belleville's population living in one or two family homes, the town is classified as a residential community.² Most of the neighboring towns have a similar residential character with the exception of the City of Newark which has a high population density in its urban area.

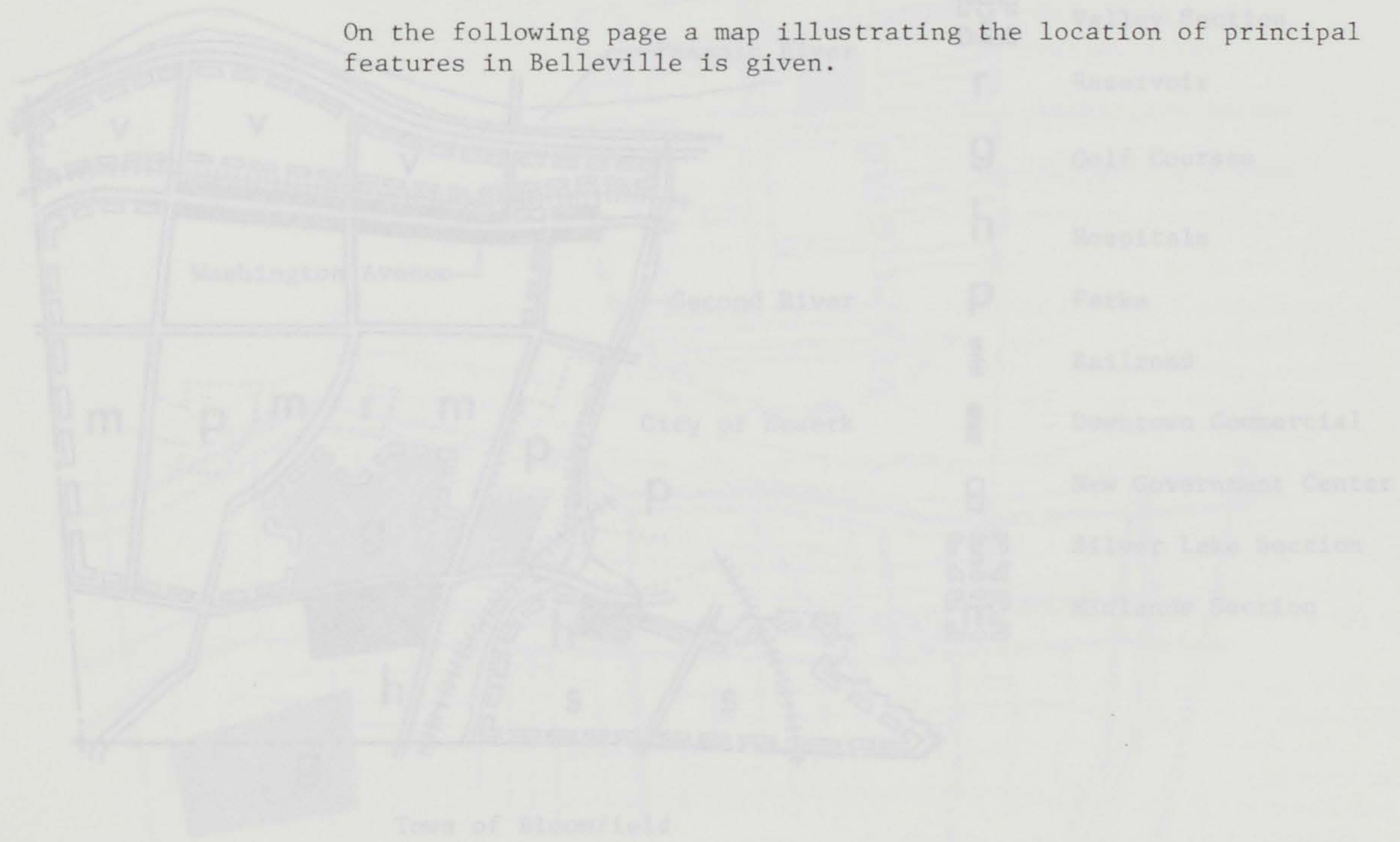
The Passaic River borders Belleville to the east, and the Second River forms the boundary to the south. Belleville's development as a town has been determined to a large extent by its location and topography. As the town grew, Belleville was divided into districts with differing characteristics. In its early history the first development occurred near the Passaic River where industries and homes were established. This area bordered by the railroad to the west and the Passaic River to the east became known as the "Valley."

Rising 40 feet above the railroad to a bluff is the main shopping street in the town named Washington Avenue. It runs the entire length of the town in a north-south direction. Most of the commercial establishments in town along with the existing Town Hall and Public Library are located along Washington Avenue.

West of this shopping street is the midland residential area which contains most of the housing in town while on the western border of town two golf courses and a hospital are in close proximity to one another.

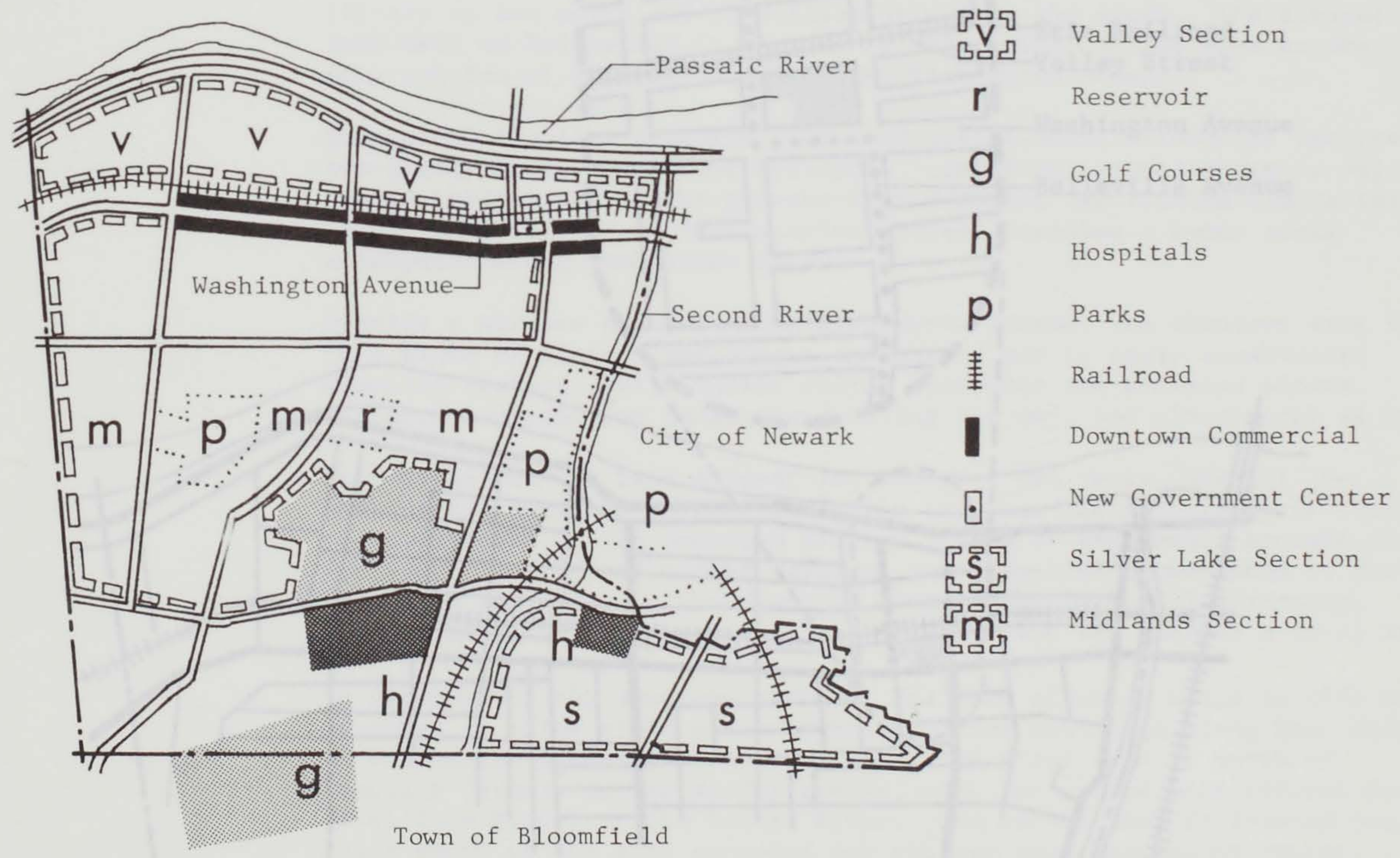
The last district is the "Silver Lake" area which is located in the southwestern leg of the town. It has a hospital surrounded by residential and commercial establishments and has access to one of the largest parks in the area.

On the following page a map illustrating the location of principal features in Belleville is given.



Principal Features Map



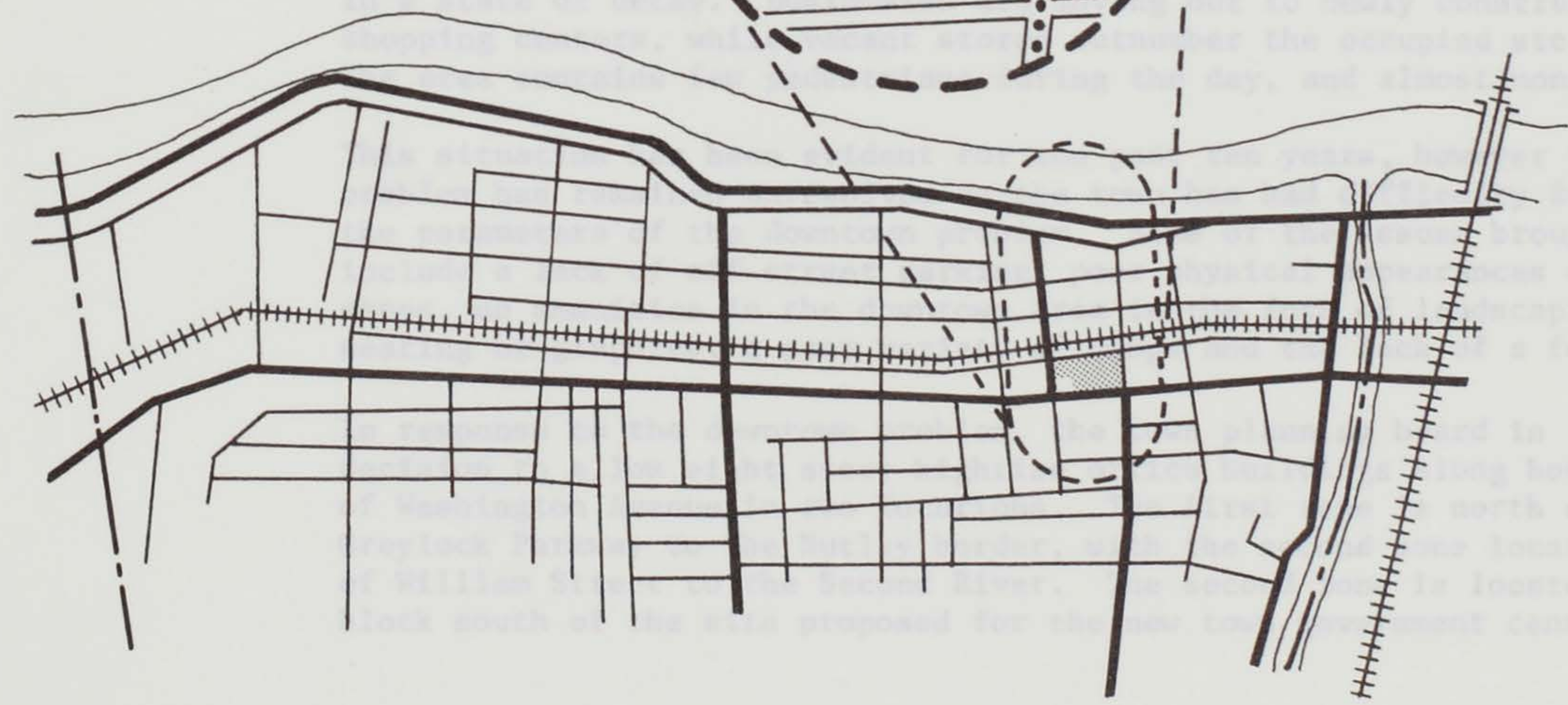
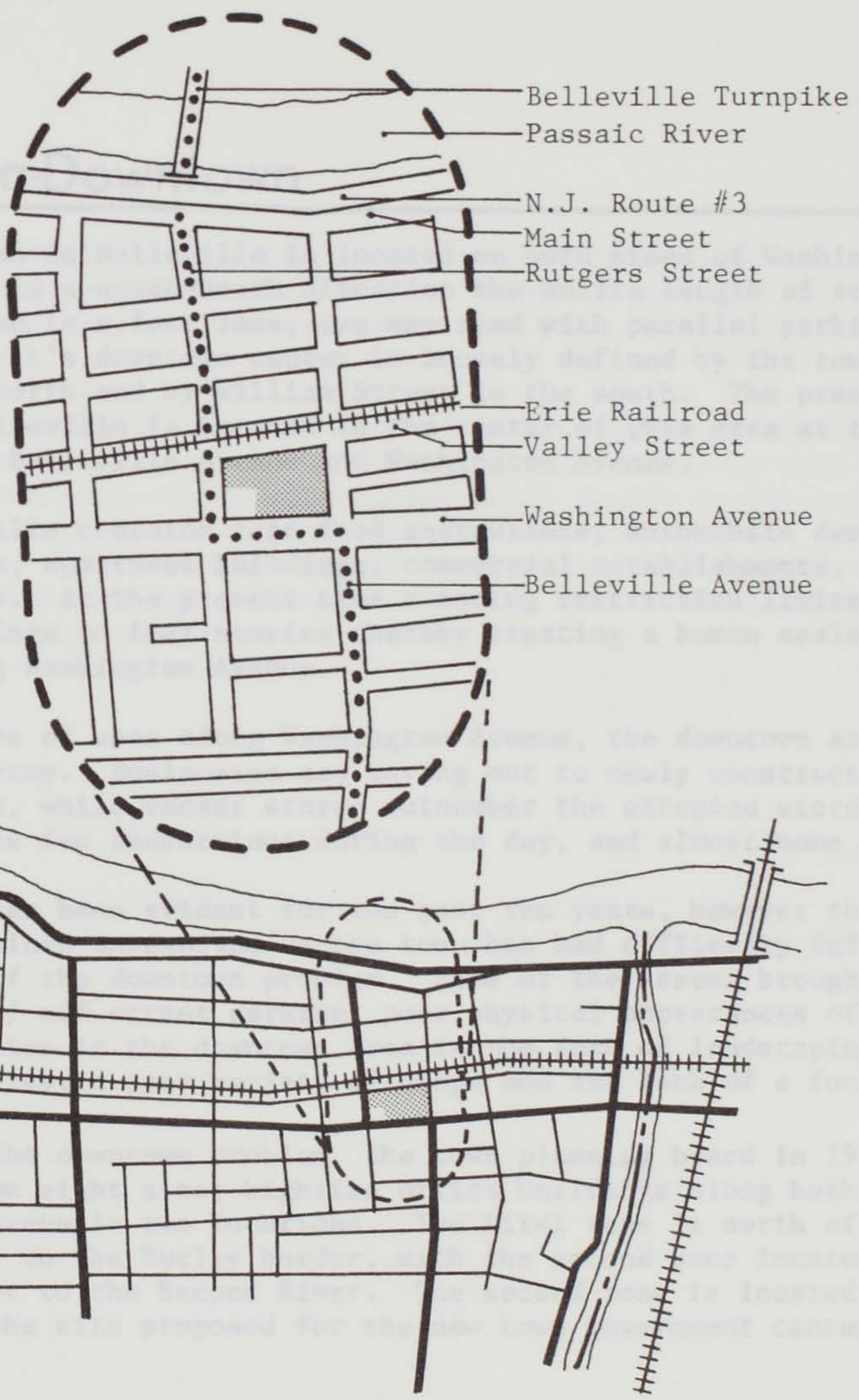


Principal Features Map



Description

The downtown area is bounded by the Passaic River to the north, Belleville Turnpike to the east, and Main Street to the south. The area is characterized by a grid of streets and a central railroad line. The streets are generally narrow and the buildings are multi-story. The area is well-served by public transportation, including the Erie Railroad and N.J. Route #3. The area is also home to several public buildings, including the Town Hall and the Public Library. The area is a mix of residential and commercial buildings. The area is well-served by public transportation, including the Erie Railroad and N.J. Route #3. The area is also home to several public buildings, including the Town Hall and the Public Library. The area is a mix of residential and commercial buildings.



Downtown Area Map



Description-Downtown

The downtown area in Belleville is located on both sides of Washington Avenue and runs in a north-south direction the entire length of town. Washington Avenue is a four lane, two way road with parallel parking on both sides. It's downtown center is loosely defined by the town library to the north and by William Street to the south. The present Town Hall of Belleville is located in the center of this area at the intersection of Belleville Avenue and Washington Avenue.

Downtown Belleville contains fast food restaurants, automobile dealerships, two-family homes, apartment buildings, commercial establishments, and public buildings. At the present time a zoning restriction limits the height of buildings to four stories thereby creating a human scale atmosphere along Washington Avenue.

Despite a mixture of uses along Washington Avenue, the downtown area is in a state of decay. Businesses are moving out to newly constructed shopping centers, while vacant stores outnumber the occupied stores. The area contains few pedestrians during the day, and almost none at night.

This situation has been evident for the past ten years, however the problem has remained unresolved as the town has had difficulty defining the parameters of the downtown problem. Some of the issues brought out include a lack of off street parking, poor physical appearances of the shops, no amenities in the downtown area in the form of landscaping, seating or graphics, a poor variety of shops and the lack of a focal area.

In response to the downtown problem, the town planning board in 1978 made a decision to allow eight story highrise office buildings along both sides of Washington Avenue in two locations. The first zone is north of Greylock Parkway to the Nutley border, with the second zone located south of William Street to the Second River. The second zone is located one block south of the site proposed for the new town government center.

Demographic Characteristics

With this proposal the town planning board hopes to increase the number of people in the downtown area in order to stimulate commercial activity in the area. This proposal is seen as a first step towards solving the downtown problem.

Since the new government center is located in the center of the downtown area, its architectural response should contain solutions to some of the problems mentioned above while stimulating other growth in the area. This project is similar to the office building idea proposed by the town planning board as it brings more people downtown in the form of government workers and visitors to the government center. This increase in pedestrians should help the downtown area.

PERCENT OF TOTAL	232
<u>INCOME</u>	
Wages.....	811,306
Families below Poverty Level.....	4.12
<u>EDUCATION</u>	
Median School Years Completed.....	11.67
High School Diploma.....	481
<u>EMPLOYMENT</u>	
White Collar.....	805
Blue Collar.....	162
Traveling to Work by Automobile.....	129
Working in Belleville.....	422
Working in Knox County.....	335

Demographic Characteristics

The data below will help to understand the population of Belleville and their effect on the design of a new government center will be studied on the following page.

POPULATION

1950.....	30,000 ³
1960.....	35,000
1970.....	35,000
1980.....	40,000
Percent White.....	90% ⁴
Percent School Age.....	25% ⁵
Percent 65 or Older.....	23%

INCOME

Median.....	\$11,309 ⁶
Families below Poverty Level.....	4.1%

EDUCATION

Median School Years Completed.....	11.6 ⁷
High School Diploma.....	48%

EMPLOYEMENT

White Collar.....	86% ⁸
Blue Collar.....	14%
Traveling to Work by Automobile.....	75% ⁹
Working in Belleville.....	42%
Working in Essex County.....	33%

Since Belleville's population is projected to remain at a stable figure, the size of the present government's personnel and services are expected to be adequate for a number of years. A large elderly population implies that access to the government center should be convenient and barrier free, especially in the areas frequented by the elderly.

The income figures show that Belleville primarily has a middle class population and this will be a factor in the cost, and the type of facility that will be constructed.

As with the income figures the data on education will help to determine the type of image the government center will convey. The types and uses of particular areas of the government center could relate to the educational background of the town.

Belleville's work force is primarily a white collar group which depends on the private automobile for travel. This illustrates that an adequate number of parking spaces is needed for both employees and visitors. The data on place of employment shows that 75% of the workers are employed within the county so these workers could utilize the facilities of a new government center on a regular basis.

government



Description

15

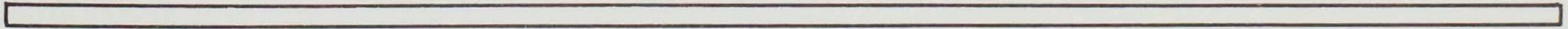
For most of this century, the town of Belleville has had a commission form of government. A township committee was formed in 1910, followed by a commission form of government which was adopted in 1920. This continued until 1962 when a mayor-council government was voted into power. However, in 1967 the commission form was restored and is still in use today.

In the commission form of government used by Belleville five individuals are elected at large to serve four year terms as commissioners. This Board of Commissioners has its power delineated by the Revised General Ordinances of the Town of Belleville which states that "all the executive, administrative, judicial and legislative powers of the town shall be vested in the Board of Commissioners, including the powers of a local board of health."¹⁰ Each commissioner has an equal vote at each Board of Commissioners meeting and decisions are made by a majority vote of the commissioners present at the meeting. As outlined in the Revised General Town Ordinances each elected commissioner serves as the director of one of the five major departments in the town. These are the Department of Public Works, the Department of Public Affairs, the Department of Revenue and Finance, the Department of Public Safety and the Department of Parks and Public Property.¹¹

After each election the five commissioners choose a department to head and select among themselves a mayor who is president of the Board of Commissioners but who retains the same voting power as the other commissioners.¹²

Working with the Board of Commissioners are the Office of the Town Clerk and the Law Department. The Town Clerk is appointed by the Board of Commissioners and serves as the secretary to the commissioners and administrator to all departments.¹³

government



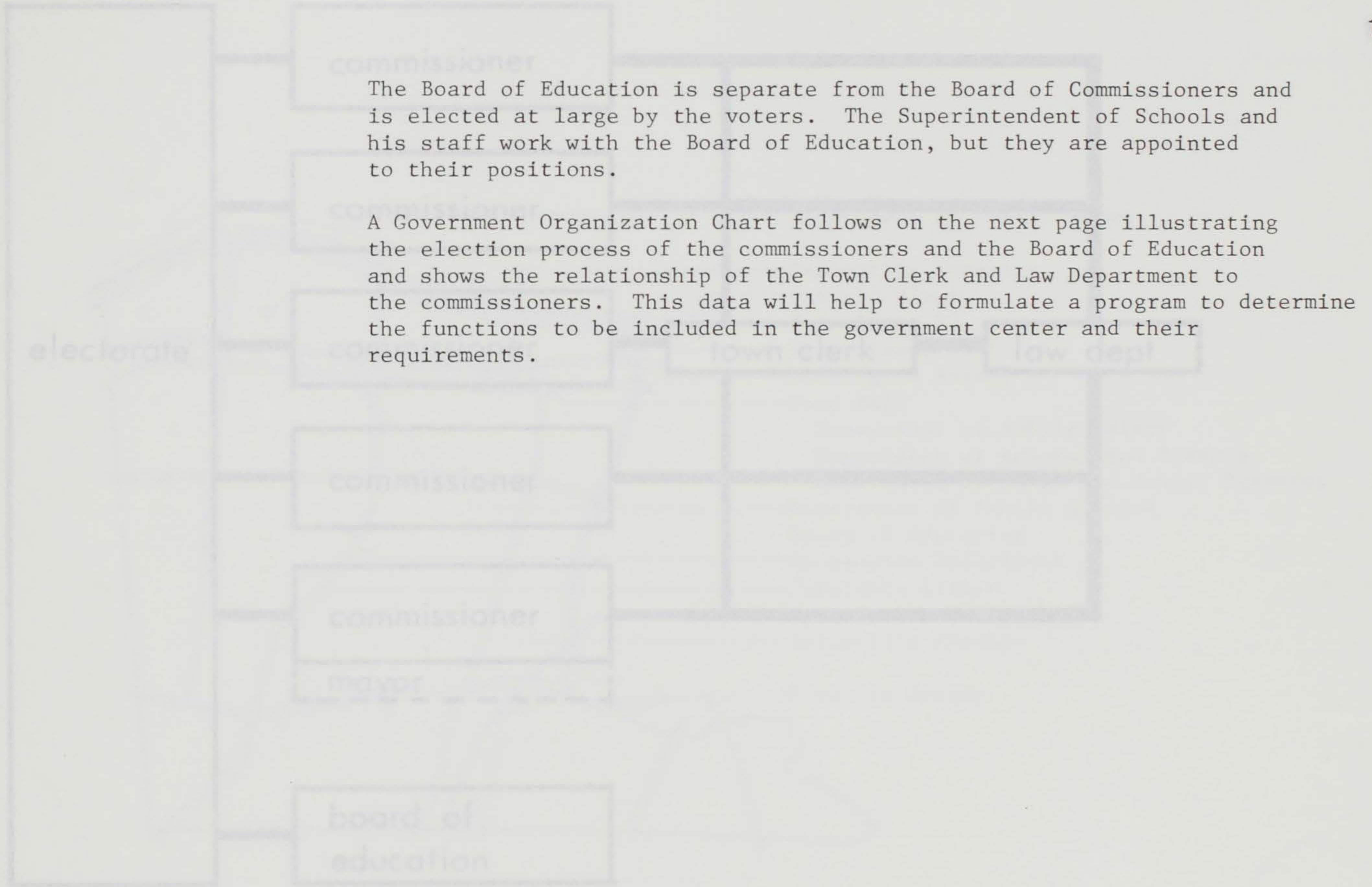
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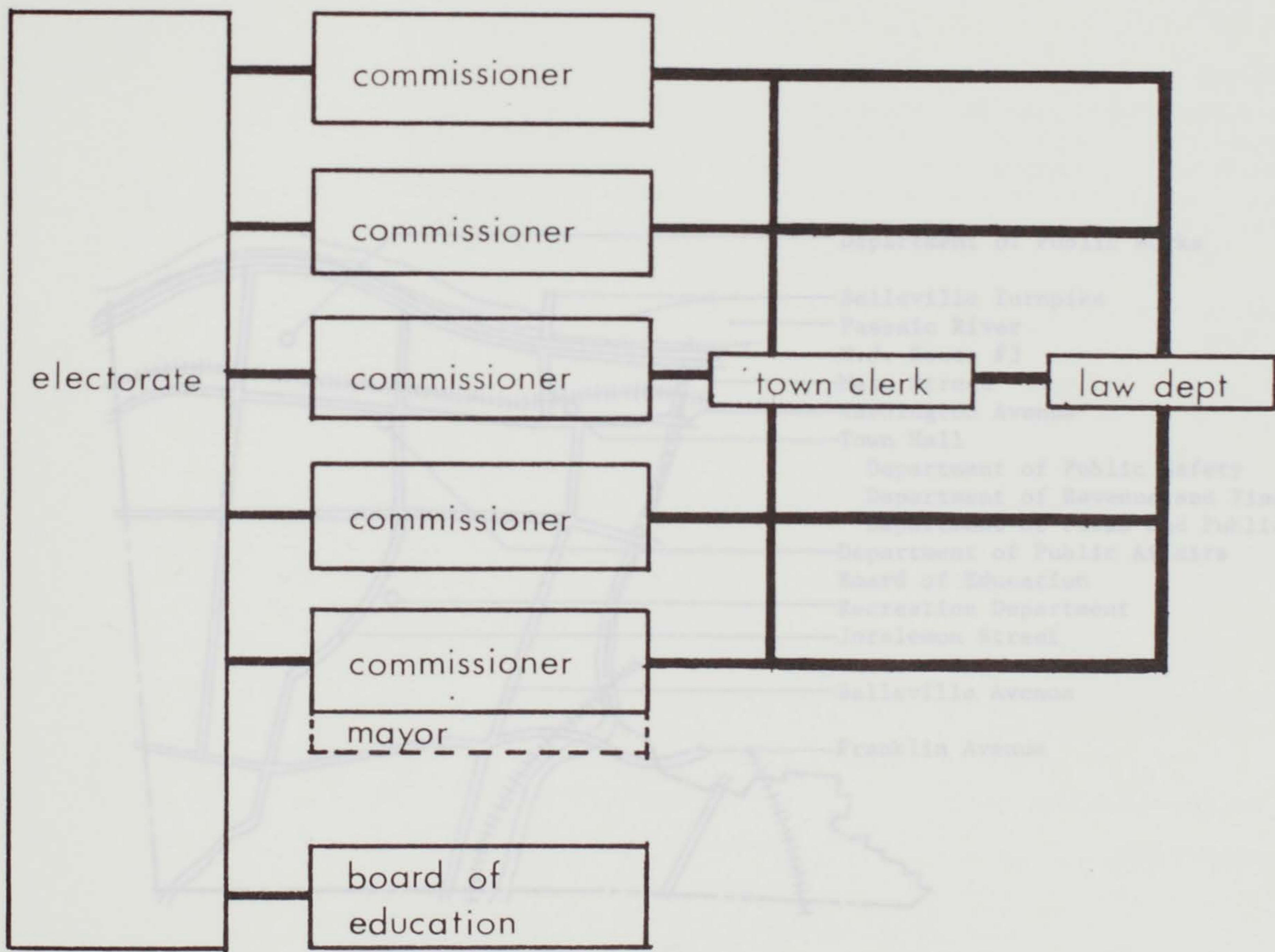
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The Board of Education is separate from the Board of Commissioners and is elected at large by the voters. The Superintendent of Schools and his staff work with the Board of Education, but they are appointed to their positions.

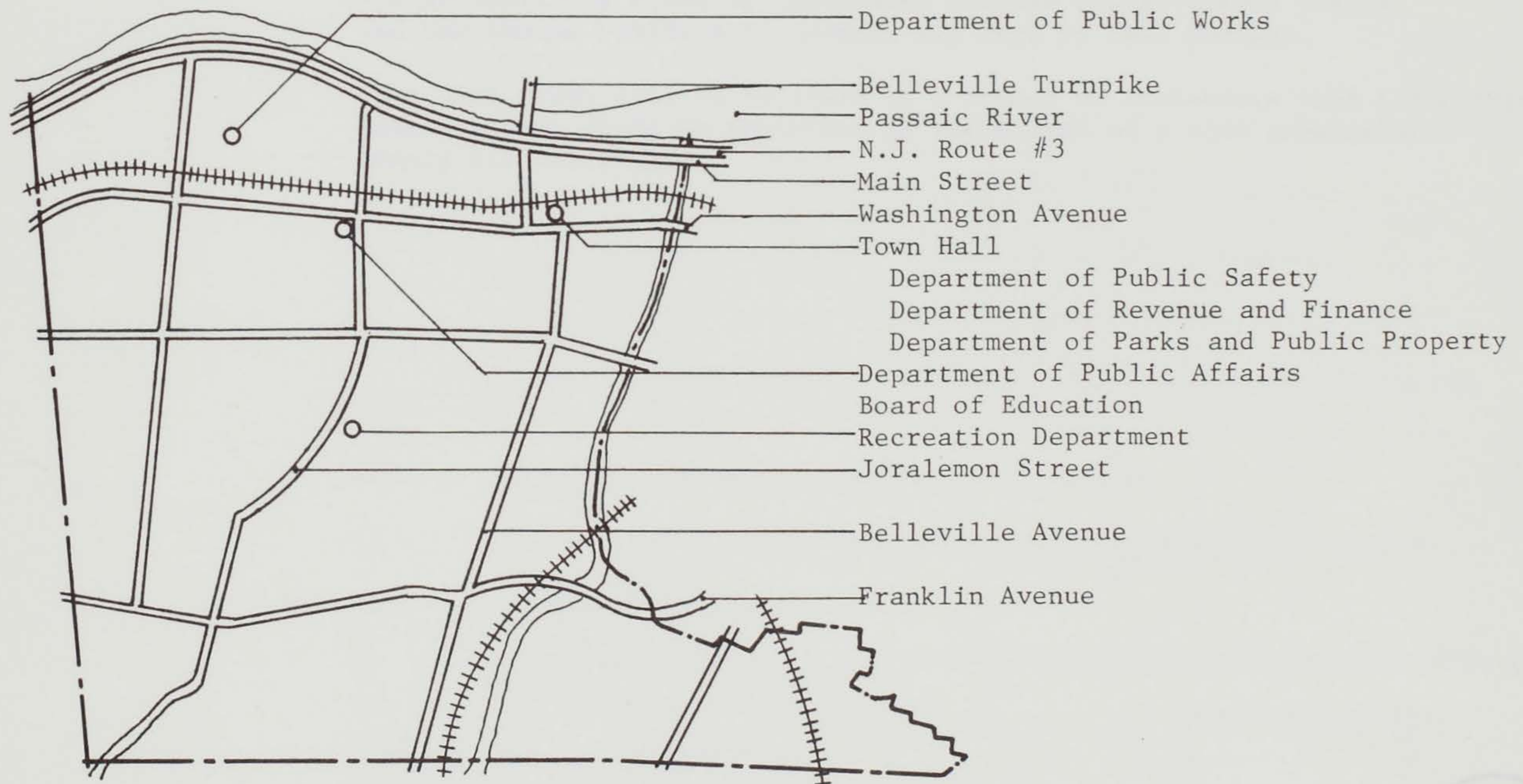
A Government Organization Chart follows on the next page illustrating the election process of the commissioners and the Board of Education and shows the relationship of the Town Clerk and Law Department to the commissioners. This data will help to formulate a program to determine the functions to be included in the government center and their requirements.





Government Organization Chart





case studies

Existing Government Facilities

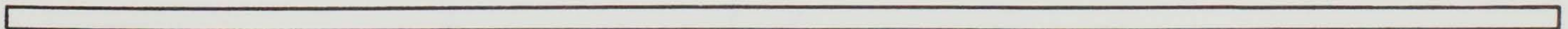


Description

While researching this project a number of case studies which deal with government buildings were examined. In this section the three projects that will be documented are the Jacksonville Police Memorial Building in Florida by William Morgan, a Government Center in Malden, Massachusetts by Dorsadio Associates and the Orange County Office and Courthouse building in Cashen, New York by Paul Rudolph.

Each case study will be followed by a number of statements that illustrate features that could be important in the design of a new government center for Belleville.

case studies



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Each case study will be followed by a number of statements that illustrate features that could be important in the design of a town government center for Belleville.

Integration of mechanical, lighting, and structural systems.

Use of a roof garden with trees, seating areas and planters.

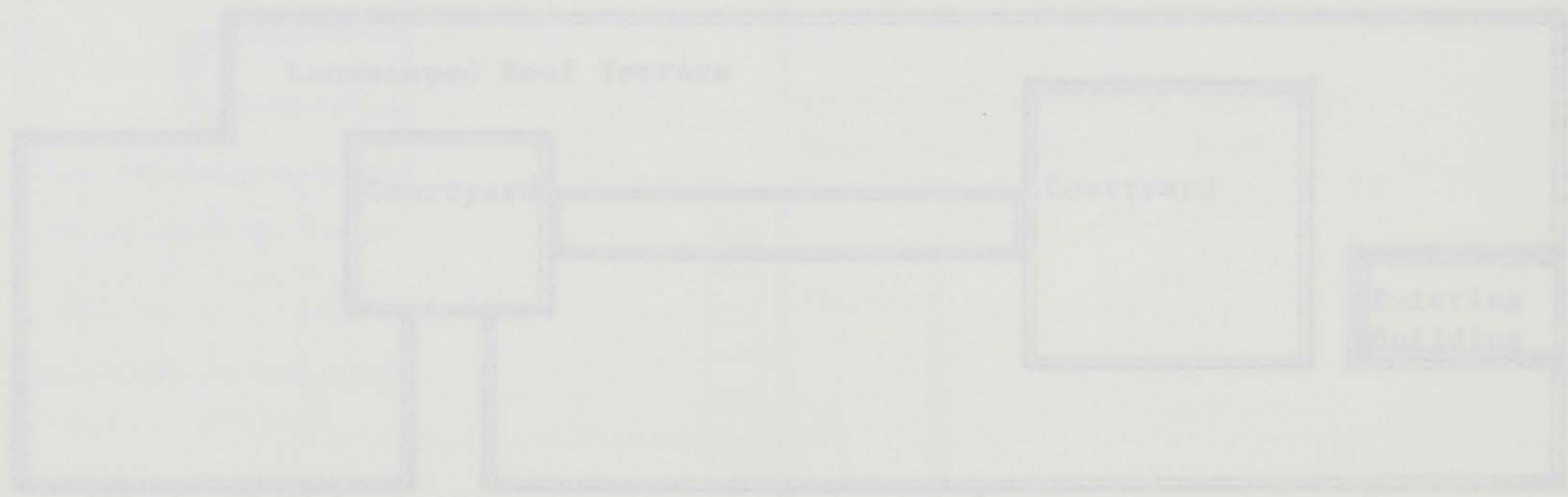
Use a complex program that is organized into two simple floor plans.

Maximize is achieved by entering on grade and raising the building one level above.

Use a sculpture/fountain in the exterior garden.

Use of skylights in circulation spaces and in major interior spaces.

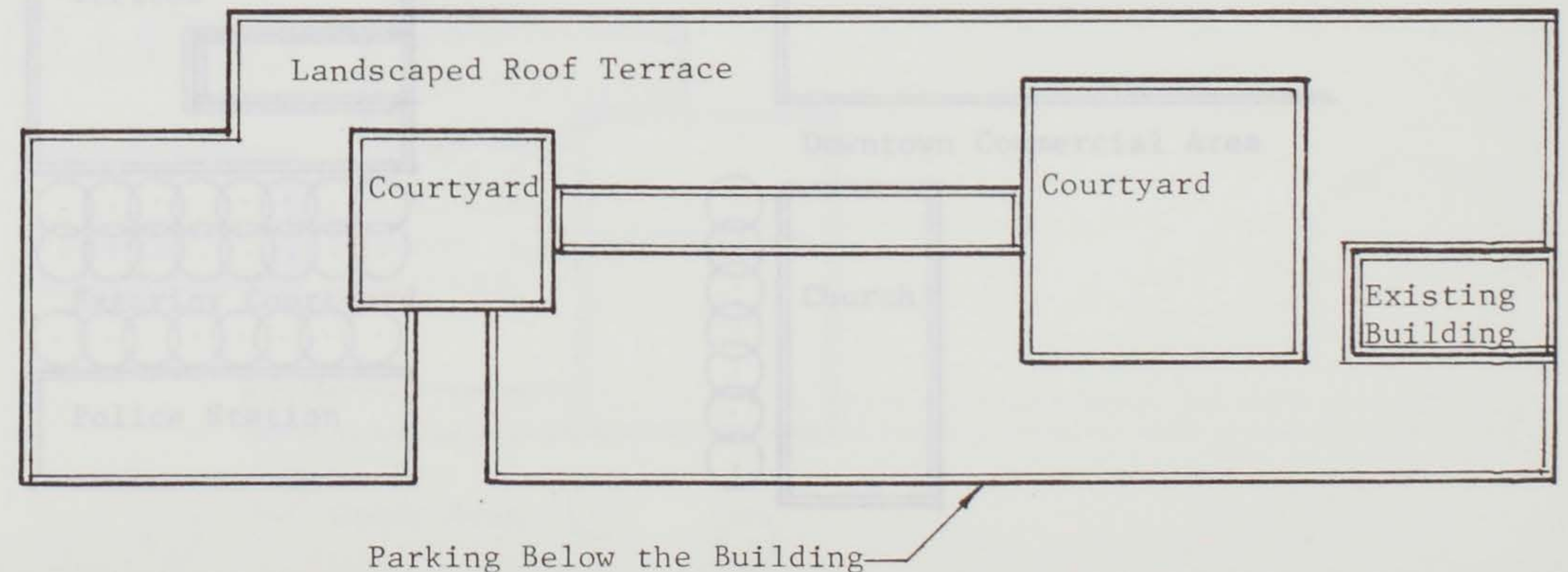
Use of concrete and planters.



Parking Below the Building

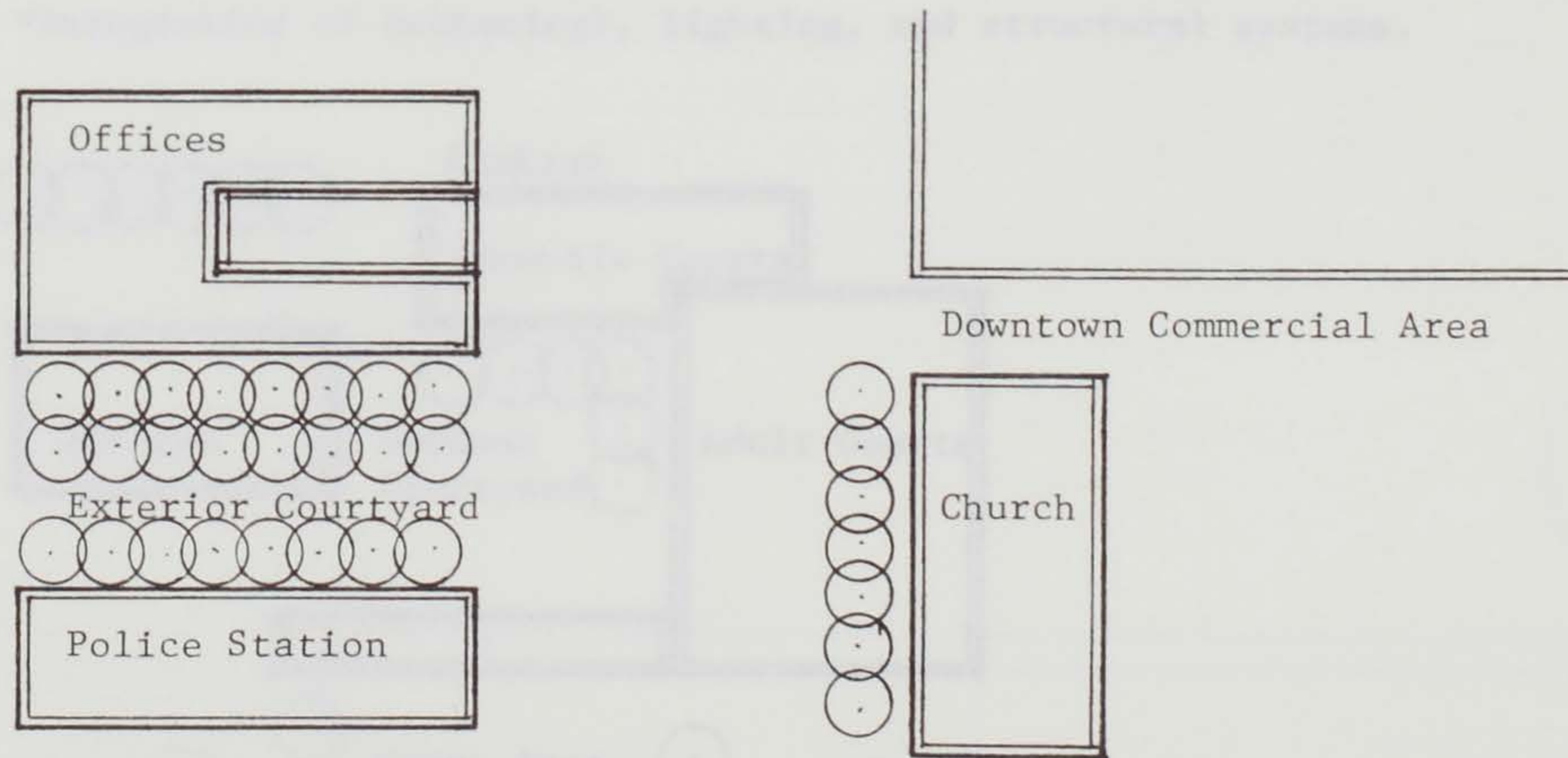
POLICE MEMORIAL BUILDING
 JACKSONVILLE, FLORIDA
 WILLIAM MORGAN-ARCHITECT

- *Urban setting with an existing building on the same site.
- *Similar square footage requirements.
- *Use of a central interior courtyard to organize interior spaces around it.
- *Integration of mechanical, lighting, and structural systems.
- *Use of a roof garden with trees, seating areas and planters.
- *Has a complex program that is organized into two simple floor plans.
- *Parking is maximized by entering on grade and raising the building one level above.
- *Uses a sculpture/fountain in the exterior gardens.
- *Use of skylights in circulation spaces and in major interior spaces.
- *Use of concrete and planters.



GOVERNMENT CENTER
MALDEN, MASSACHUSETTS
DOXIADIS ASSOCIATES-ARCHITECTS

- *Similar square footage requirements.
- *Urban context with an existing church on the same site.
- *Use of trees to organize an outdoor space and to separate the new building from the existing building.
- *Strong entrance that relates to an existing downtown commercial area.
- *A police station is included in the same building complex.
- *Integration of lighting and mechanical systems.
- *Small offices are arranged around a large interior courtyard.
- *Use of brick throughout the entire complex.



ORANGE COUNTY OFFICE AND COURTHOUSE
 GOSHEN, NEW YORK
 PAUL RUDOLPH-ARCHITECT

*Similar square footage requirements.

*A complex program is organized into three separate identities-government services, juvenile courts, and adult courts.

*Use of an open courtyard as a focal point.

*Strong directional entrance from the parking area.

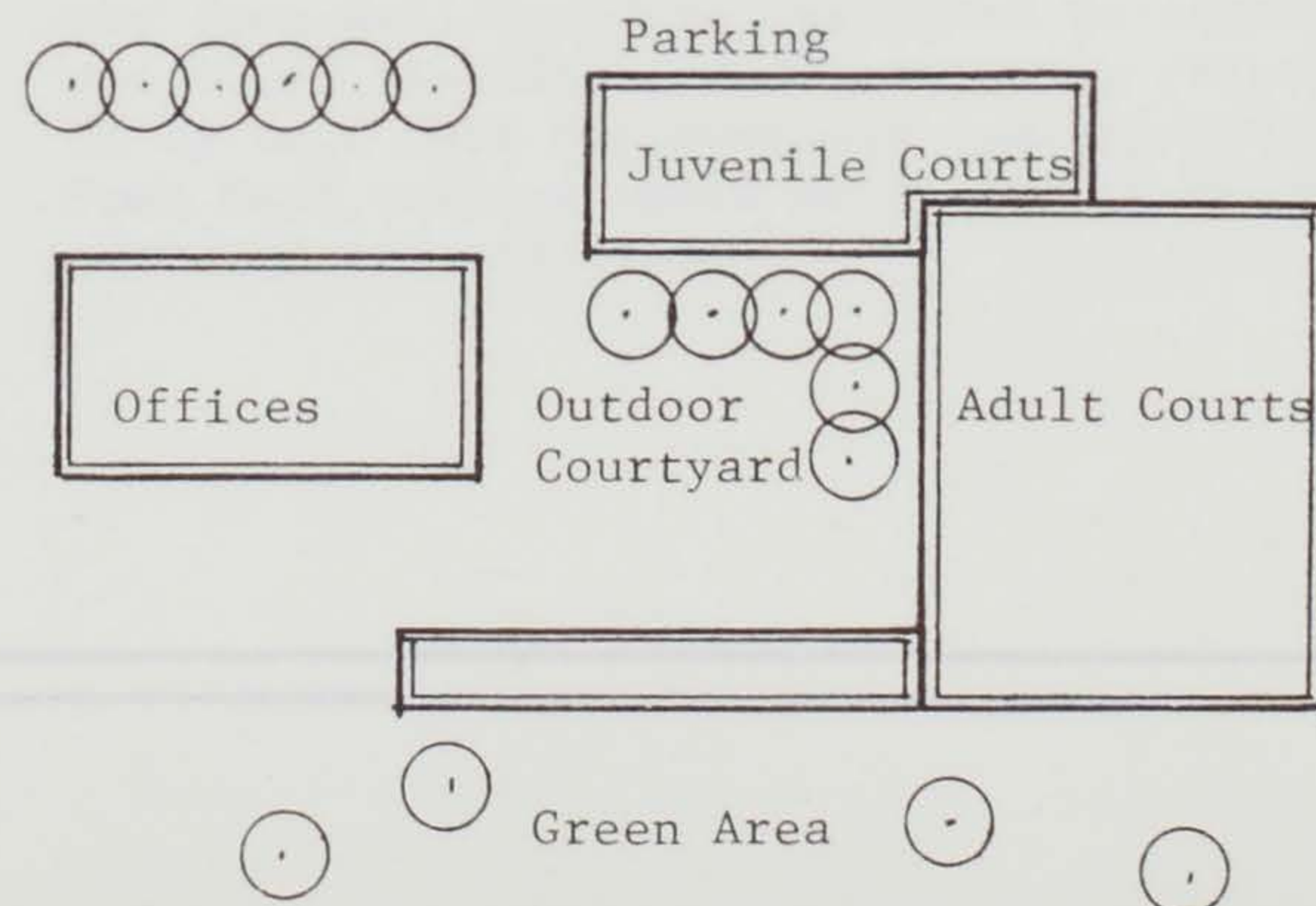
*One side of the complex is kept as a green area.

*Sequence of space from the parking area to the courtyard to the individual offices is dynamic.

*Use of double storey spaces for important functions like courtrooms.

*Use of light and color in interior spaces.

*Integration of mechanical, lighting, and structural systems.



Description

26

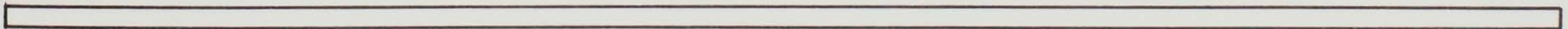
The site for the proposed government center is a 2 1/2 acre parcel of land which is bordered by Washington Avenue to the west, Sutter Street to the north, Belleville Avenue to the south, and by Valley Street and the Erie Railroad to the east.

At the present time the existing Town Hall is located in the southwest corner of the proposed site, with public and employee parking to the rear and side of Town Hall. In the northwest corner of the site is a 2 story flower shop and a 4 story apartment building which will be retained along with the existing Town Hall. However the other structures on the block, consisting of houses and industrial buildings will be demolished and will become part of the proposed building site.

There are several trees scattered on the site with the majority clustered around Town Hall. The topography drops from a high point of 60 feet along Washington Avenue to a low point of 38 feet along the railroad tracks. The bearing capacity of the soil is 3 tons/square foot to a depth of 12 feet and an ultimate bearing capacity of 15 feet.

As stated earlier the existing Town Hall is on the site proposed for the new government center. This facility was designed by Charles Gray and completed in 1913. Since that time it has housed at least a portion of Belleville's government functions and today is still considered the symbol of government in town. With the addition of the new facility the Town Hall would be renovated to accommodate appropriate functions, and would visually and functionally relate to the new government center. It is felt that the symbolic quality and historical heritage that the Town Hall carries would be difficult to replace, so it is being retained and utilized.

site



Description

The site for the proposed government center is a 2½ acre parcel of land which is bordered by Washington Avenue to the west, Rutgers Street to the north, Belleville Avenue to the south, and by Valley Street and the Erie Railroad to the east.

At the present time the existing Town Hall is located in the southwest corner of the proposed site, with public and employee parking to the rear and side of Town Hall. In the northwest corner of the site is a 2 storey Flowerama Shop and a 4 storey apartment building which will be retained along with the existing Town Hall. However the other structures on the block, consisting of homes and industrial buildings will be demolished and will become part of the proposed building site.

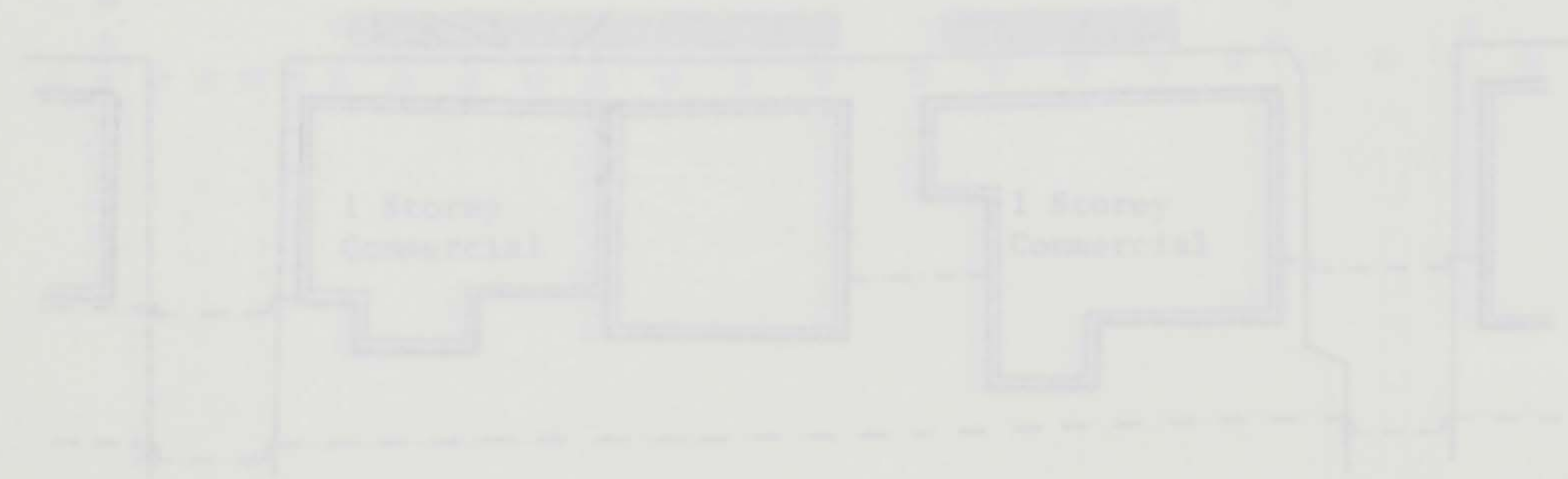
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As stated earlier the existing Town Hall is on the site proposed for the new government center. This facility was designed by Charles Granville and completed in 1913.¹⁴ Since that time it has housed at least a portion of Belleville's government functions and today is still considered the symbol of government in town. With the addition of the new facility the Town Hall would be renovated to accomodate appropriate functions, and would visually and functionally relate to the new government center. It is felt that the symbolic quality and historical heritage that the Town Hall carries would be difficult to replace, so it is being retained and utilized.

The selection of this site offers advantages and disadvantages in regard to locating a new government center. Since Belleville is almost completely developed, the potential locations are limited. With this site over one half of the property is now owned by the town with the remaining land available for purchase. This site also offers good accessibility and exposure for the government center. Its location in the downtown area is convenient, and since it would be located next to the existing Town Hall it would immediately be associated as the center of Belleville's government. In addition the new government center is seen as a booster to the decaying downtown commercial area.

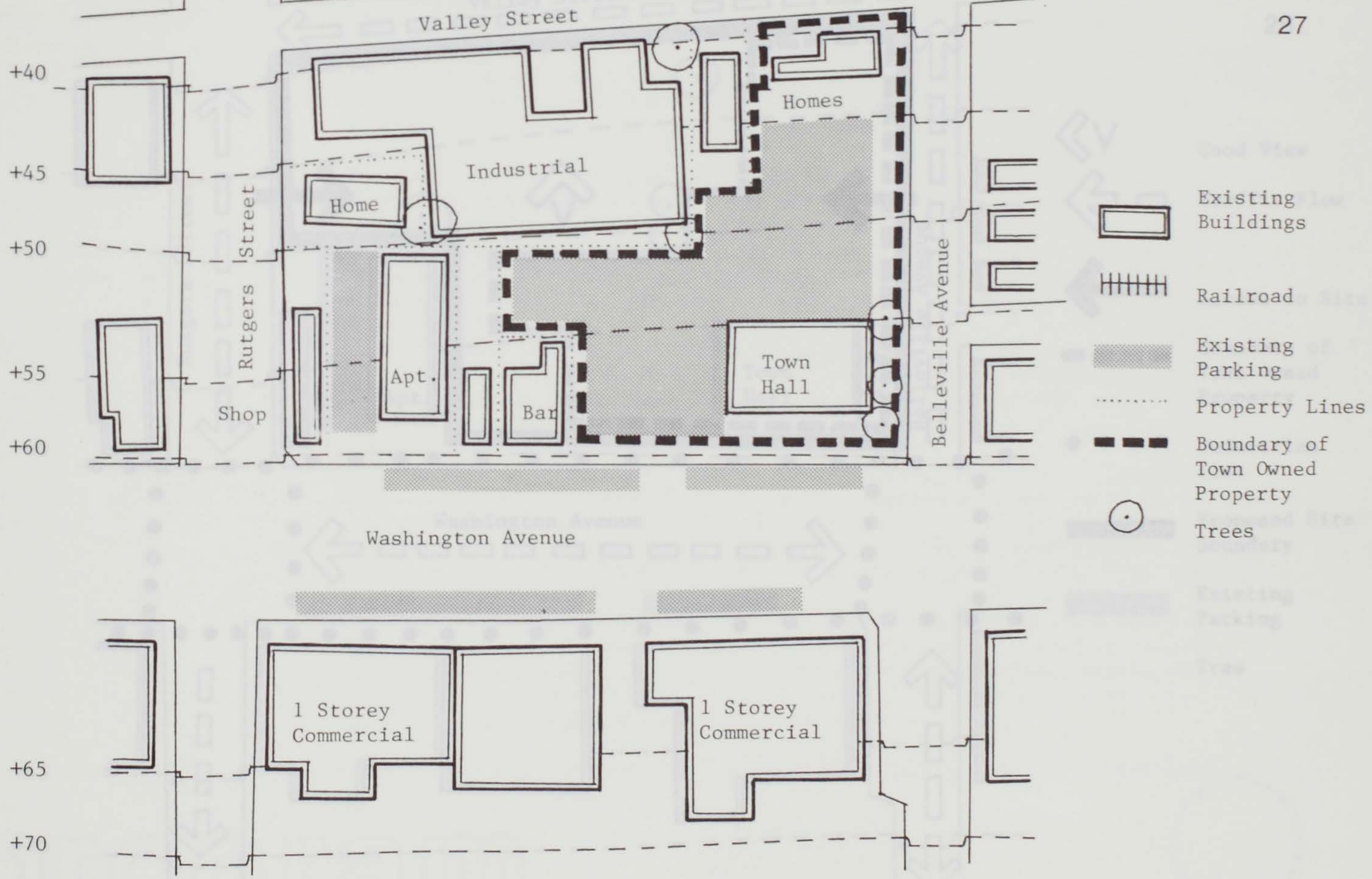
Some of the disadvantages are the noise problem from surrounding streets, a 20 foot elevation change in the topography, and the lack of adequate parking facilities in the downtown area.

On the following pages a map of the existing site conditions and a map of the proposed site conditions including a site analysis will be given.



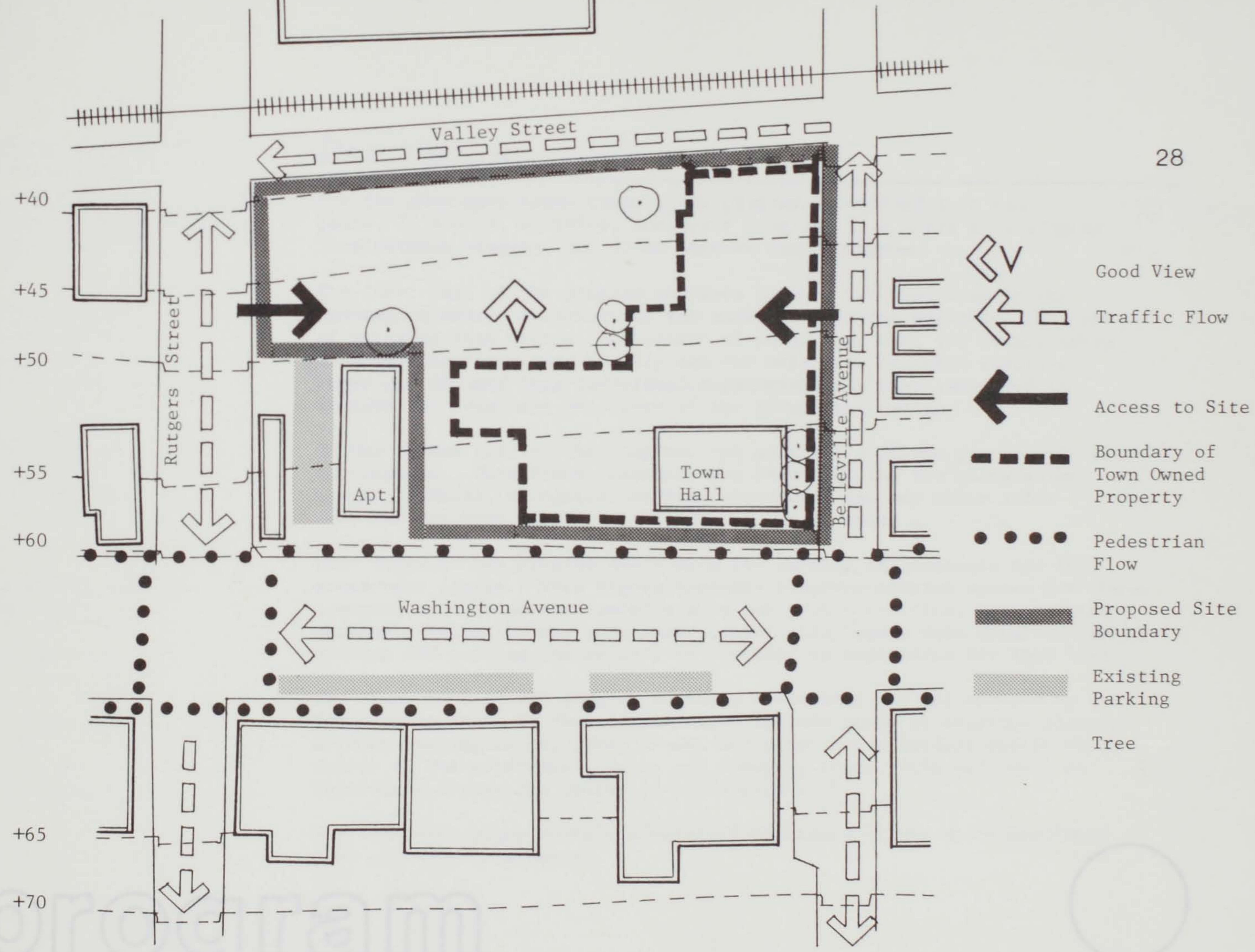
Existing Site Conditions





Existing Site Conditions





Proposed Site and Analysis



Description

30

For the new government center, the program is divided into four parts. 1) a user, activity, and space program, 2) a gross area program, 3) a parking program, and 4) an outdoor space program.

The first part of the program examines each of the functions in the government center to determine the number of persons employed, the type of activity that occurs, the extent of public contact, the relationship to other functions, and finally the net unit area for each function. These are divided into individual departments and then tabulated to achieve the total net unit area of the government center.

In the second part of the program, the gross area of the government center is computed. This figure contains the area required for circulation spaces, lobbies, mechanical shafts, structure, and any other space that has not been listed in part one of the program.

Part three of the program deals with the parking requirements for the government center. This figure includes reserved parking spaces for the commissioners, a reserved parking area for police vehicles, and employee parking. Since the new government center will remove some existing public parking 120 parking spaces will be provided to compensate for that loss.

The final part of the program includes areas that are not covered by the first three parts of the program which include paved circulation plazas, outdoor seating areas, green areas, and other outdoor spaces which relate to the government center and downtown area. This part will be determined during the course of the design work.

The following pages contain a detailed breakdown of the above mentioned four part of the program.

program



TITLE	STAFF	DESCRIPTION	NET UNIT AREA
Office of the Town Clerk Town Clerk Office	1	For the town government center, the program is divided into four parts, 1) a user, activity, and space program, 2) a gross area program, 3) a parking program, and 4) an outdoor space program.	200
Assistant Town Clerk Office	1	The first part of the program examines each of the functions in the government center to determine the number of persons employed, the type of activity that occurs, the extent of public contact, the relationship to other functions, and finally the net unit area for each function. These are divided into individual departments and then tabulated to achieve the total net unit area of the government center.	100
Secretary/Reception	1		100
Files/Storage			
Conference Room			
Totals-Office of the Town Clerk	3	In the second part of the program, the gross area of the government center is computed. This figure contains the area required for circulation spaces, lobbies, mechanical shafts, structure, and any other space that has not been listed in part one of the program.	300
		Part three of the program deals with the parking requirements for the government center. This figure includes reserved parking spaces for the commissioners, a secured parking area for police vehicles, and employee parking. Since the new government center will remove some existing public parking 120 parking spaces will be provided to compensate for that loss.	120
		The final part of the program includes areas that are not covered by the first three parts of the program which include paved circulation plazas, outdoor seating areas, green areas, and other other outdoor spaces which relate to the government center and downtown area. This part will be determined during the course of the design work.	

The following pages contain a detailed breakdown of the above mentioned four part of the program.

User, Activity, & Space Program (part 1)

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
<u>Office of the Town Clerk</u>					
Town Clerk Office	1	Large office space available for conference	maximum	Close contact with commissioners & storage	200
Assistant Town Clerk Office	1	General office space Space for reviewing business	maximum	Near town clerk Near storage & legal	150
Secretary/Reception	1	Work area for sec'y waiting area for public	maximum	Focus of Town Clerk Office- near a circulation spine	150
Files/Storage		Closed space for public	none	Near secretary near circulation spine	200
Conference Room		A meeting room	moderate	Near town clerk & assistant town clerk	300
Totals-Office of the Town Clerk	<u>3</u>				<u>1,000</u>

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
<u>Law Department</u>					
Town Attorney Office	1	Large office space suitable for conference	moderate	Close to court-access by public	200
Legal Assistant	1	General office space	moderate	Near town attorney	150
Open Work Space	1	Space for reviewing documents and storage	minimum	Near attorney & legal assistant	200
Secretary/Reception	1	Work area for sec'y waiting area for public	maximum	Focus of department-near a circulation spine	150
<hr/>					<hr/>
Totals-Law Department	3				700
<hr/>					
Supt. of Maintenance Parks	1	General office space	moderate	Near waiting area	150
Supt. of Maintenance Building Department	1	General office space	moderate	Near waiting area	150
Open Work Area	1	Space for reviewing documents, maps & plans	minimum	Near all offices	200
Conference Room	1	A meeting room	moderate	Near all offices	300
<hr/>					<hr/>
Totals-Department of Parks and Public Property	5				1,700

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
<u>Department of Parks and Public Property</u>					
Commissioner	1	Large office space suitable for conference	maximum	Center of dept.-access from public areas	250
Deputy Director	1	General office space	moderate	Near commissioner	150
Secretary/Reception	1	Work area for sec'y waiting area for public	maximum	Focus of dept.-near a circulation spine	150
<u>Totals-Administrative</u>					<u>400</u>
Supt. of Recreation	1	General office space	moderate	Near waiting area	150
Recreation Assistants	2	Shared office space	moderate	Near supt. of recreation	200
Supt. of Maintenance Parks	1	General office space	moderate	Near waiting area	150
Supt. of Maintenance Building Department	1	General office space	moderate	Near waiting area	150
Open Work Area		Space for reviewing documents, maps & plans	minimum	Near all offices	200
Conference Room		A meeting room	moderate	Near all offices	300
<u>Totals-Department of Parks and Public Property</u>					<u>1,700</u>
Envelope Room	1	Copy machines require acoustically sealed space	none	Could be combined with other bookkeeping	100
Conference Room		A meeting room	moderate	In tax department	300
<u>Totals-Tax & Water</u>					<u>1,810</u>

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
<u>Department of Revenue and Finance</u>					
<u>Administration</u>					
Commissioner	1	Large office space suitable for conference	maximum	Center of dept.-access from public areas	250
Secretary/Reception	1	Work area for sec'y waiting area for public	maximum	Focus of dept.-near a circulation spine	150
Totals-Administrative	2				400
<u>Tax and Water Departments</u>					
Tax Collector Office	1	General office space plus a cage and vault	maximum	Public pays bill here so security is necessary	180
Tax Assessor	1	General office space	maximum	Near tax collector	180
Clerical	3	Shared space	minimum	Near tax assessor	300
Supervisor of Water Meter Readers	1	General Office space	minimum	Near meter readers area	150
Meter Readers Area	3	Shared space	none	Near supervisor	150
Teller Area	1	Counter with access to public	maximum	Near tax collector	300
Bookkeepers	3	Noisy Machines require acoustically sealed space	none	Could be combined with other bookkeepers	250
Conference Room		A meeting room	moderate	In tax department	300
Totals-Tax & Water	13				1,810

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
<u>Finance Department</u>					
Purchasing Agent	1	Large office space	maximum	Near waiting area	200
Secretary/Reception	1	Work area for sec'y waiting area for public	maximum	Focus of dept.-near a circulation spine	180
Treasurer & Assistant Treasurer	2	Large shared office	maximum	Near waiting & clerical	250
Clerical	3	Shared space	minimum	Next to treasurer	300
Bookkeepers	3	Noisy machines require acoustically sealed space	none	Could be combined with other bookkeepers	250
Open Work Space		Space for reviewing records	minimum	Centralized within dept.	250
Files/Storage		Enclosed space	none	Next to secretary	100
Storeroom		Enclosed space	none	Near clerical	700
Microfilm Room	1	General office space	moderate	Near open work area	150
Storage for microfilm		Enclosed space	none	Next to microfilm room	200
Totals-Finance	<u>11</u>				<u>2,580</u>
Totals-Department of Revenue and Finance	26				4,790
<u>Welfare Department</u>					
Director	1	General office space	maximum	Near a waiting area	150

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
<u>Department of Public Affairs</u>					
<u>Administrative</u>					
Commissioner	1	Large office space suitable for conference	maximum	Center of dept.-access from public areas	250
Secretary/Reception	1	Work area for sec'y waiting area for public	maximum	Focus of dept.-near a circulation spine	180
Files/Storage		Closed space	none	Near secretary	100
Totals-Administrative	<u>2</u>				<u>530</u>
<u>Public Welfare Department</u>					
Welfare Director	1	Large office space	maximum	Near waiting area	200
Secretary/Reception	1	Work area for sec'y waiting area for public	maximum	Focus of dept.-near a circulation spine	150
Open Work Area		Space for reviewing documents	minimum	Near all offices	150
Files/Storage		Closed space	none	Near secretary	150
Welfare Investigator	1	General office space	maximum	Near welfare director	150
Bookkeeper	1	Noisy machine requires acoustically sealed space	none	Within department	100
Totals-Welfare Dept.	<u>4</u>				<u>900</u>
<u>Consumer Protection</u>					
Director	1	General office space	maximum	Near a waiting area	150

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
<u>Bureau of Vital Statistics</u>					
Registrar	1	General office space	maximum	Near waiting area	180
Assistant Registrar	1	General office space	moderate	Near registrar	150
Secretary/Reception	1	Work area for sec'y waiting area for public	maximum	Focus of dept.-near a circulation spine	150
Files/Storage		Closed space	none	Near secretary	150
Open Work Area		Space for reviewing documents	minimum	Near all offices	200
Totals-Vital Statistics	3				830
<u>Nursing Services</u>					
Public Health Supervisor	1	Large office space	maximum	Near a waiting area	200
Health Nurses	5	Locker room	none	Near examining and treatment rooms	150
Totals-Nurses	6				350
<u>Plumbing Department</u>					
Plumbing Inspector	1	General office space	moderate	Near a waiting area	150
Files/Storage		Closed space	none	Next to inspector	100
Totals-Plumbing	1				250

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
<u>Physical and Dental Clinics</u>					
Reception/Waiting	1	Work area for sec'y waiting area for public	maximum	Focus of clinics-near a circulation spine	350
Physician	1	General office space	maximum	Near examining rooms	150
Dentist & Dental Aide	2	Large office space	maximum	Near examining rooms	200
Examining Rooms		3 separate spaces	maximum	Near waiting area	320
Treatment Rooms		3 separate spaces	maximum	Near examining rooms	240
Baby Keep Well Station		Separate space	maximum	Near examining rooms	100
Child Health Care Center		Separate space	maximum	Near examining rooms	100
Conference Room		A meeting room	minimum	Near offices	200
Supply Storage		Closed space	none	Near examining and treatment rooms	100
Totals-Clinics	<u>4</u>				<u>1,760</u>
<u>Transportation</u>					
Secretary	1	Work area for sec'y	maximum	Near a waiting area	150
Drivers Lounge	4	General space	none	Near an exit	150
Totals-Transportation	<u>5</u>				<u>300</u>

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
<u>Health Department</u>					
Health Officer	1	General office space	maximum	Near waiting area	150
Senior Sanitary Insp. & Sanitary Inspector	2	Large office space	maximum	Near waiting area	250
Public Health Invest.	1	General office space	maximum	Near waiting area	150
Clerk	1	General office space	maximum	Near waiting area	150
Reception/Waiting		Waiting area for public	maximum	Near circulation spine	150
Storage/Filing		Closed space	none	Near clerk	150
Totals-Health Dept.	<u>5</u>				<u>1,000</u>
<u>Central Filing System</u>					
Clerk	1	General space	minimum	Centralized in dept.	150
Storage/Files		Closed space	none	Near clerk	700
Totals-Filing	<u>1</u>				<u>850</u>
Totals-Department of Public Affairs	<u>32</u>				<u>6,920</u>
Plan Review		Large space with computers	maximum	Near plan files	250
Conference Room		A meeting room	moderate	Near other offices	300
Totals-Department of Public Works	<u>3</u>				<u>550</u>

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
Department of Public Works					
Commissioner	1	Large office space suitable for conference	maximum	Center of dept.-access from public areas	250
Reception/Waiting		Seating for public	maximum	Focus of dept.-near a circulation spine	150
Files/Storage		Closed space	none	Near clerks	100
Clerical	3	General office area	maximum	Next to reception	250
Town engineer	1	Large office space with drafting area	maximum	Near plans and work area	225
Engineering Aide	1	General office space	moderate	Near engineer	150
Building Inspector	1	General office space	maximum	Near clerical	200
Fire Protection Office	1	General office space	maximum	Near clerical	150
Open Work Area		Large open space	maximum	Near engineer	250
Plan Files		Large open space	moderate	Near open work area	100
Plan Review		Large space with counters	maximum	Near plan files	250
Conference Room		A meeting room	moderate	Near other offices	300
Totals-Department of Public Works	8				2,375

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
<u>Department of Public Safety Administration</u>					
Commissioner & Deputy Commissioner	2	Large office space suitable for conference	maximum	Center of dept.-access from public areas	250
Reception/Waiting		Waiting area for public	maximum	Focus of dept.-near a circulation spine area	150
Violations Clerk	1	General office space	maximum		150
Administrative sec'y and clerk	2	General work area	maximum	Near waiting area	250
Files/Storage		Closed space	none	Near clerk and secretary	100
Director Signal and Street Maintenance	1	General office space	minimum	Near waiting area	150
Conference Room		A meeting room	moderate	In center of department	300
Civil Defense Office	1	General office space	moderate	Near waiting area	150
Civil Rights Office	1	General office space	moderate	Near waiting area	150
Totals-Department	<u>7</u>				<u>1,500</u>
Library		Large space with stacks and seating	none	Near judge	200
Bally Port/Receiving		Garage type space	none	Connection to exterior	500
Sergeant	1	General office space	none	Oversee prisoners	100
Totals-Municipal Court	<u>1</u>				<u>800</u>
Totals-Public Safety	<u>11</u>				<u>2,300</u>

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
Municipal Court					
Courtroom	1	Large meeting room for court hearings	maximum	Near detention facilities and clerks	-
Judge Chamber	1	Large office space suitable for conference	moderate	Next to courtroom	250
Storage for Clerk		Closed space	none	Next to clerk	150
Violations Clerk	1	General office space	maximum	Open to a waiting area	150
Reception/Waiting		Open space with seating	maximum	Near entrance	200
Principal Clerk	1	General office space	maximum	Next to violations clerk	150
Confessate Room		A seating room	minimum	Near chief	200
Clerk	1	General office space	maximum	Next to other clerks	150
Deputy Chief	1	General office space	moderate	Near chief and clerk	150
Files		Closed space each shift	none	Next to clerks	150
Records Storage & Vault	5	Closed space	none	Next to clerks and judge	700
Office for Head	1	General office space	moderate	Near communications	150
Conference Room		A meeting room	moderate	Near judge	250
Fine Payment Area	1	Counter with vault	maximum	Open to waiting area-next to clerks	300
Prisoner holding rooms	10	Two small closed spaces individual desks	none	Link to sally port & courtroom with security	160
Library		Large space with stacks and seating	none	Near judge port & holding	200
Dark Room with Lab		Closed space	none	Near record room	100
Sally Port/Receiving		Garage type space	none	Connection to exterior	500
Fingerprinting Room		Closed space	moderate	Near record room	150
Sergeant	1	General office space	none	Oversees prisoners	100
Totals-Municipal Court	<u>5</u>				<u>3,060</u>
Totals-Public Safety	12				<u>4,560</u>

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
<u>Police Department</u>					
Chief	1	Large office space suitable for conference	maximum	Next to waiting area	200
Public Clerk	1	General office space	maximum	Next to chief	150
Storage for Clerk		Closed space	none	Next to clerk	150
Reception/Waiting		Open space with seating	maximum	Near entrance	200
Conference Room	1	A meeting room	minimum	Near chief	200
Deputy Chief	3	General office space one on duty each shift	moderate	Near chief and clerk	100
Office for Captains	5	Large office space	moderate	Near communications	200
Office for Head Detective	1	General office space	moderate	Near communications	120
Office for 2nd Detective	1	General office space	minimum	Near head detective	100
Squad Room for Detectives	16	Large room with individual desks	none	Near head detective	1600
Interrogation Rooms		3 small rooms	none	Near sally port & holding	300
Dark Room with Lab		Closed space	none	Near record room	100
Fingerprinting Room		Closed space	moderate	Near record room	120

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
Record Room		Large closed space	none	Near fingerprinting room	200
Accident Traffic Office		General office space	maximum	Near court area and waiting area	150
Room for Patrolmen	80	Large room with desks	none	Near record room	200
Library/Multipurpose		Large room with seating and stacks	none	Near lockers	400
Locker Room	110	Lockers, toilets & showers	none	Access to exterior	1250
5 Position Range		Pistol range	none	Near communications	1560
Auxiliary Communications Room		Secure underground space	none	Isolated space	200
Communications Area		Large console unit in a large space	none	Near the center of the	400
Detention Facilities					
Male Cells		5 small spaces	none	Near sally port and courtroom	480
Female Cells		2 small spaces	none		300
Rubber Cell		1 padded cell	none		
Matron	1	Small sitting area	none	Near female cells	100
Totals-Police Dept.	108				8,920
Judicial		General service spaces	none	Near service dock	200
Lounge		Large space with seating	isolated	Near center of complex	500
Shipping and Receiving		Dock area	none	To exterior street	1000
Totals-Courthouse Areas					1,700

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
Board of Education Supt. of Schools	1	Large office space suitable for conference	maximum	Center of Board of Education	250
Assistant Supt. of Schools	2	Two general office spaces	maximum	Near Supt.	300
Secretaries	2	Open work spaces	maximum	Next to Supt. and Asst. Supt.	200
Receptionist	1	Working space and waiting area for public	maximum	Near waiting area and circulation spine	150
Accountant	1	General office space	moderate	Near office pool	180
Supt. of Plant Operations	1	General office space	maximum	Near accountant	180
Secretary of Business Administration	1	General office space	maximum	Near waiting area	180
Accounting Office Pool	4	Large office space	minimum	Near accountant	400
Clerks	2	Large office space	minimum	Near accountant	300
Totals-Bd. of Ed.	16				2,140
Common Areas					
Janitorial	3	General services spaces	none	Near service dock	200
Lounge		Large space with seating	moderate	Near center of complex	500
Shipping and Receiving		Dock area	none	To exterior street	1000
Totals-Common Areas	3				1,700

Parking (part 3)

TITLE	STAFF	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NET UNIT AREA
Meeting Rooms 2 @ 100 seats		Lobby and seating	maximum	Secure to exterior	4000
Commissioners	0				4,000
Employees					71
TOTAL NET AREA-PART 1					

TITLE	STAFF	NET UNIT AREA
Law Department	3	700
Town Clerk	3	1,000
Department of Parks and Public Property	8	1,700
Department of Revenue and Finance	26	4,790
Department of Public Affairs	32	6,920
Department of Public Safety	12	4,560
Police Department	108	8,920
Department of Public Works	8	2,375
Board of Education	16	2,140
Common Areas	5	1,700
Meeting Rooms	-	4,000
Totals	221	38,805

(part 2)

GROSS AREA=1.5 x 38,805=58,207.5 square feet

The exterior spaces of the facility could include outdoor eating areas and sitting areas which could serve government employees as well as others throughout the day. These spaces should reflect an urban park as it would incorporate trees and other forms of planting into a setting that contains few of these elements at the present time.

Parking (part 3)

TYPE	ACTIVITY	PUBLIC CONTACT	RELATIONSHIPS	NUMBER OF SPACES
Police-cars (21) -cycles (3)	Secured parking area	none	To exterior street	24
Commissioners	5 reserved parking spaces	none	To exterior street	5
Employees	Parking spaces for use by employees only	none	To exterior street and near entrance	71
Public	114 spaces for use by public	maximum	To exterior street and near entrance	114
Handicapped	Access by handicapped persons	maximum	Next to entrance	6
Total Parking Spaces Provided.....				220

(part 4)

The final part of the program deals with the relationship between the new town government center and the existing downtown commercial area. It is felt that the new facility should provide amenities that could be used by the residents of the town. These would include a multiple use of the government facility for meetings, rallies or other types of gatherings while the renovation of the existing Town Hall could be used for meetings, and could incorporate a museum, cafe, specialty shops or other non-government related functions.

The exterior spaces of the facility could include outdoor eating areas and sitting areas which could serve government employees as well as others throughout the day. These spaces should reflect an urban park as it would introduce trees and other forms of planting into a setting that contains few of these elements at the present time.



The architectural solution for the town government center will work towards fulfilling the objectives mentioned below. It is felt that the focus of the project should center on these objectives.

- Analyze the present government in Belleville and determine the future organization and physical requirements of the government.

Prepare an organizational chart to identify the governmental personnel.

Develop a series of functional relationship charts to identify and define the duties of each employee and determine the physical requirements for all employees.

- Create a centralized facility for the government in Belleville.

Retain and renovate the existing Town Hall for appropriate functions.

House all administrative functions into one consolidated facility.

Physically and visually connect the new government facility with the existing Town Hall.

- Link the new government facility with the surrounding downtown area.

Create exterior spaces that would include seating areas, green areas, meeting areas and incorporate functions that could work with the government facility-i.e. cafe.

objectives



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Create exterior spaces that would include seating areas, green areas, meeting areas and incorporate functions that could work with the government facility-i.e. cafe.

Provide adequate parking for employees and visitors which could be used as public parking after the government center's business hours.

documentation

Footnotes

¹Census Tracts-Manual, N.J. Standard Metropolitan Statistical Area. U.S. Dept. of Commerce Publication, 1970 Census of Population and Housing, p. 47.

²Comprehensive Development Plan-1962 Belleville, New Jersey. Urban Planning Associates, New York, N.Y., p. 3.

³Ibid.

⁴Census Tracts-Manual, N.J., p. 165.

⁵Ibid., p. 47.

⁶Ibid., p. 124.

⁷Ibid., p. 42.

⁸Ibid., p. 84.

⁹Ibid., p. 42.

¹⁰Revised General Ordinances of the Town of Belleville-1976. Coded Systems Corporation-Professional Center-Morris, N.J., Chapter 2.

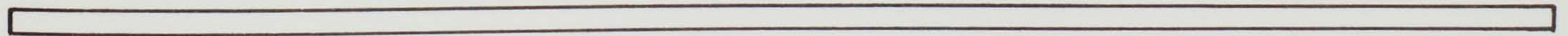
¹¹Ibid.

¹²Ibid.

¹³Ibid.

¹⁴Worcester, "Belleville: A Bicentennial Salute."

documentation



¹Census Tracts-Newark, N.J. Standard Metropolitan Statistical Area. U.S. Dept. of Commerce Publication. 1970 Census of Population and Housing, p. 42.

²Comprehensive Development Plan-1962 Belleville, New Jersey. Urban Planning Associates, New York, N.Y., p. 3.

³Ibid.

⁴Census Tracts-Newark, N.J., p. 165.

⁵Ibid, p. 42.

⁶Ibid, p. 124.

⁷Ibid, p. 42.

⁸Ibid, p. 84.

⁹Ibid, p. 42.

¹⁰Revised General Ordinances of the Town of Belleville-1976. Coded Systems Corporation-Professional Center-Brielle, N.J., Chapter 2.

¹¹Ibid.

¹²Ibid.

¹³Ibid.

¹⁴Forte, "Belleville:A Bicentennial Salute."

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Associates, New York, N.Y.

"Malden Government Center." Architectural Record, September 1976,
pp. 136-138.

"Orange County Office and Courthouse Building." A&U:Paul Rudolph,
pp. 166-169.

Revised General Ordinances of the Town of Belleville-1976. Coded Systems
Corporation-Professional Center-Brielle, N.J.

concept



After reevaluating several options, it became clear that the key to the solution was the relationship of the new government center to the existing Town Hall. Some solutions did not link up with the existing Town Hall, while others only connected the Town Hall with a small bridge. The investigation of these solutions led to the formation of a concept where the new facility wrapped itself around the Town Hall on two sides and became part of the hillside. The floor levels of the new facility that were on the same level as the two lower levels of the existing Town Hall thus allowing the highly articulated two upper levels of the Town Hall to stand out and not be dominated by any new construction.

Once this concept was established, a circulation spine was introduced around a three story covered courtyard area and around a two story courtroom. Branching off this circulation spine is a series of waiting areas, from which the individual offices would project with one another. The articulation of office space, circulation spine, waiting areas, courtroom, and courtyard spaces is carried throughout the project with materials, structure, mechanical, and lighting. In the rear of the complex is two parking levels, with employee parking and secure police parking on the lower level with public parking on an upper level that ties in with the first level of the complex. On the first level the offices of the Board of Education, Department of Public Safety, Law Department, Municipal Court, Police Department, along with the janitorial and mechanical services. Moving up to the second level finds the offices of the Department of Public Affairs, Department of Parks and Public Public Property, Department of Public Works, Department of Revenue and Finance and the Town Clerk.

concept



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The third level or plaza level contains a planted plaza with seating arranged around potted trees and along the outside wall. On this level is the entrance to the new facility from the downtown commercial area, along with the first major level of the existing Town Hall which is used as a Museum and a Cafe which opens out to an outdoor eating area. On the floor above this in the Town Hall are two meeting rooms which could be used by various town groups.

The exterior elevations are made of a beige colored rustic brick which would match the brick that is used on the existing Town Hall. The small slit windows are designed to minimize their relationship with the articulated facade of the existing Town Hall and to minimize heat loss or gain in the interior spaces. A single duct, variable volume mechanical system is used with the major supply and return ducts contained above the circulation spine. The air is supplied through diffusers that are integrated into the ceiling system, and the air is returned through the light fixtures. The structural system is a monolithic beam and girder concrete system with a reinforced concrete slab above this.

The following pages contain the solution to the architectural problem of a new town government center for Belleville, New Jersey. This project had many problems to consider in developing a solution with an existing building on the site forming a dominant landmark. The tight site restraints in addition to the location of an existing apartment building and shop added to the complexity of the problem. In developing a program for the facility, a figure of almost 200 different function had to be accommodated into the new facility, and each of these had a relationship with other functions. It is hoped that the solution addresses the problem of a centralized building that would house all of the administrative functions of the government of the Town of Belleville.

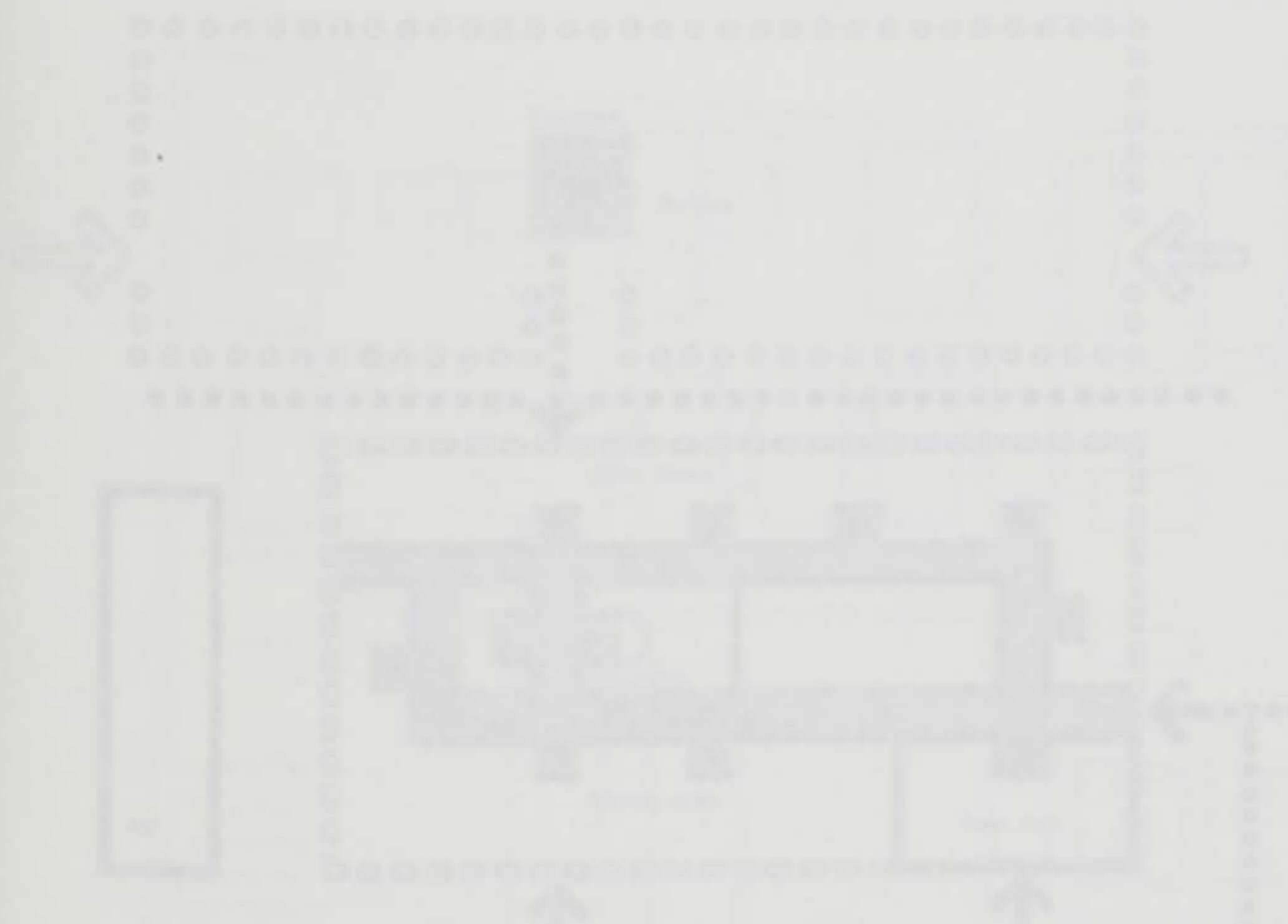
solution

town government center

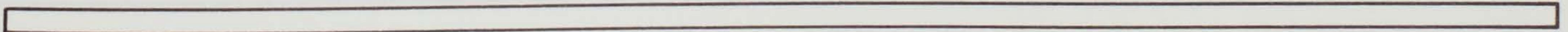
for belleville, new jersey



A modern design solution to the need for a new town government center building in Belleville, New Jersey. The design is a response to the town's need for a new government center building that would be a landmark in the town and provide a focal point for the town's future development.

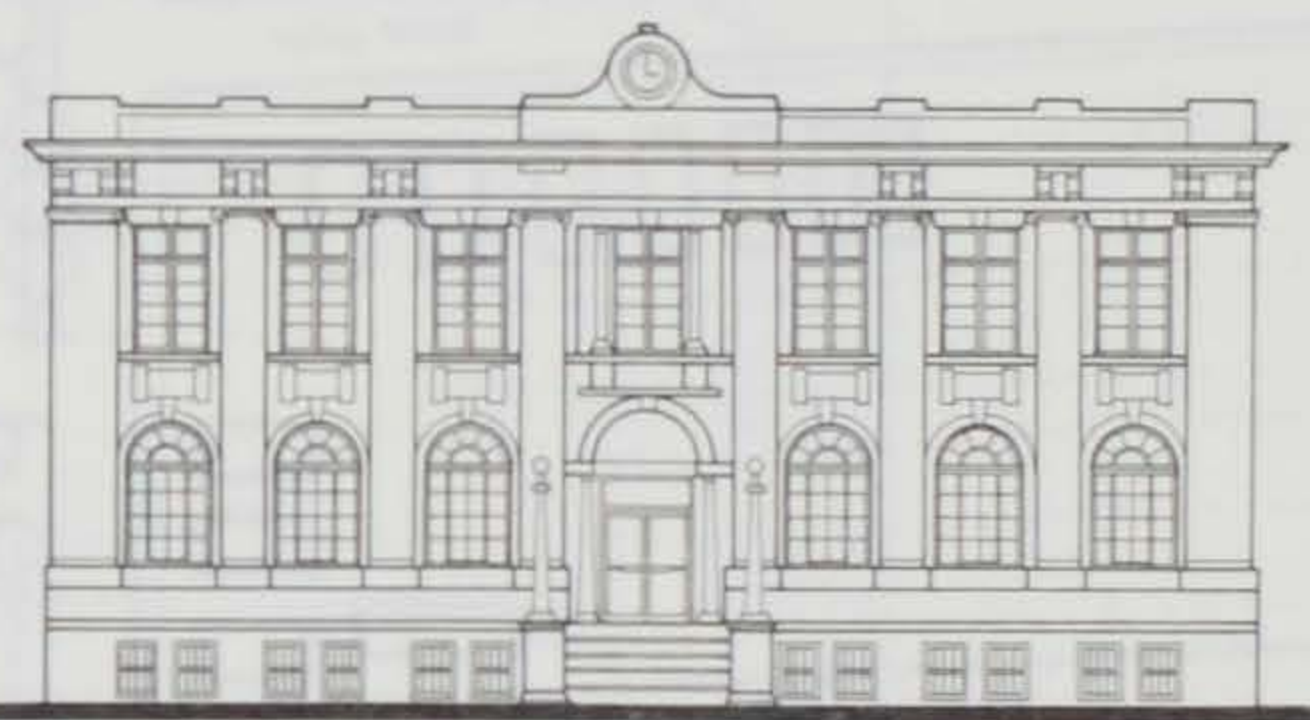


solution

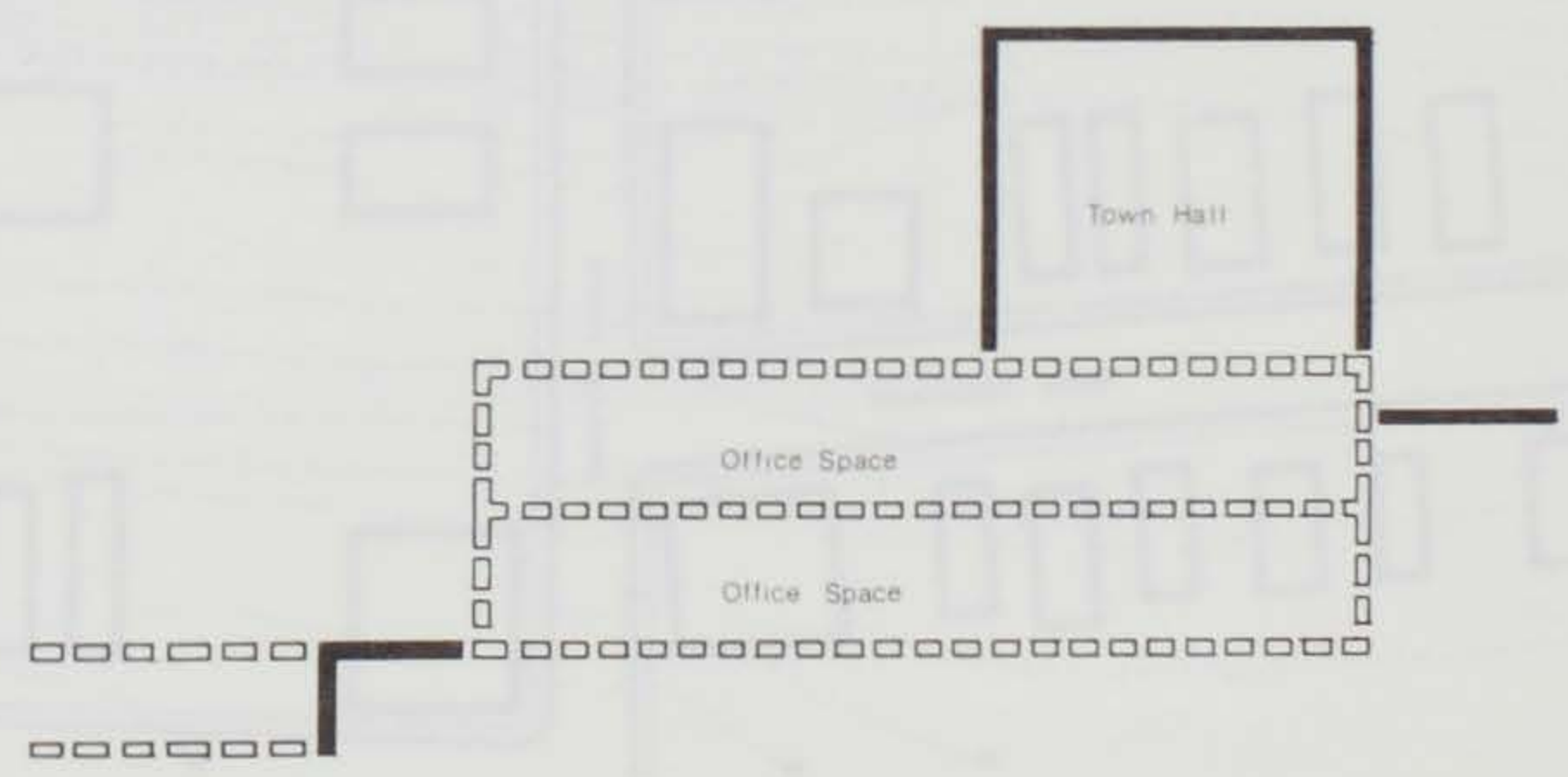
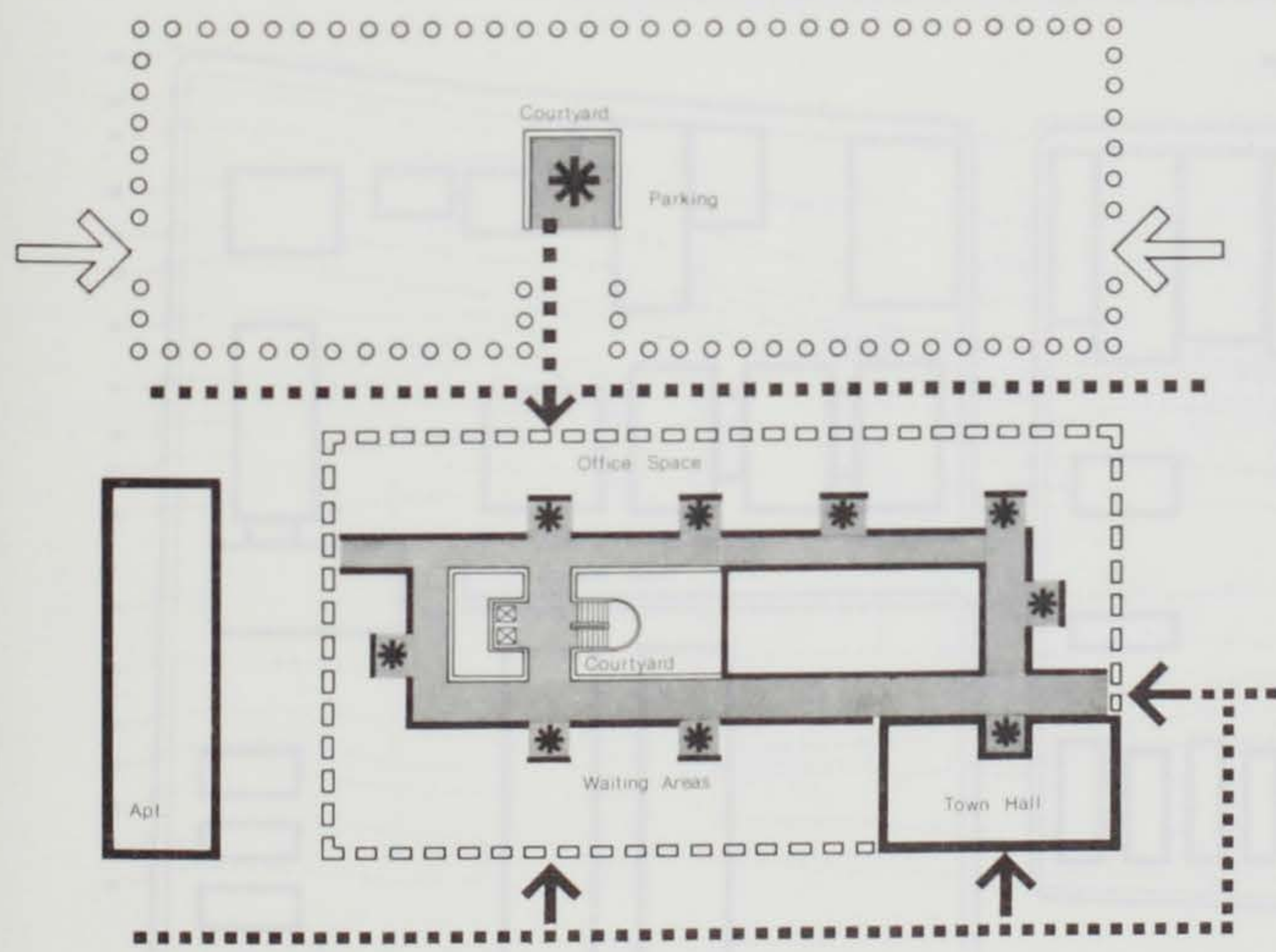


town government center

for belleville, new jersey

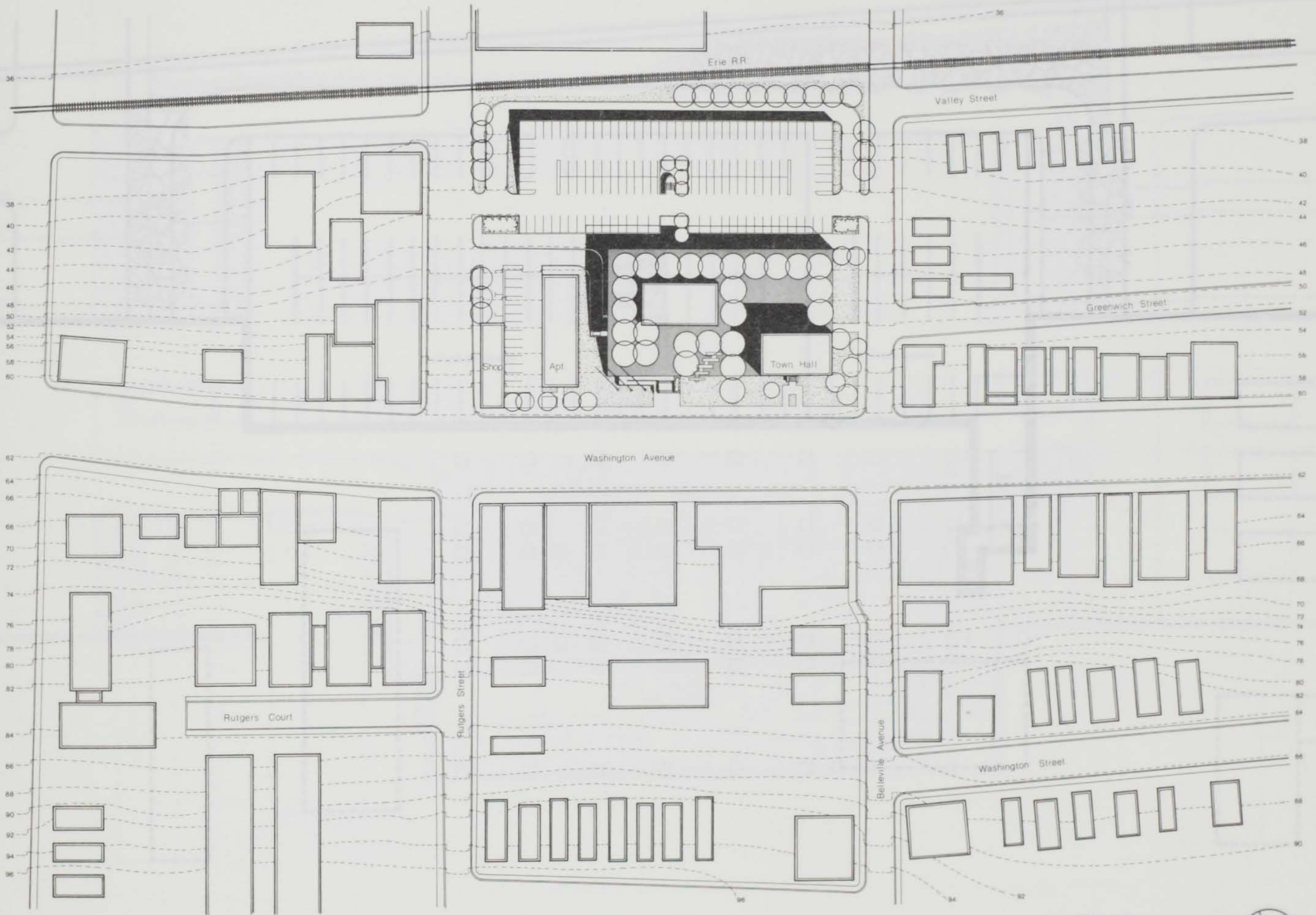


A TERMINAL PROJECT SUBMITTED TO THE FACULTY OF THE COLLEGE OF ARCHITECTURE, CLEMSON UNIVERSITY IN PARTIAL FULFILLMENT OF THE REQUIREMENTS FOR THE MASTER OF ARCHITECTURE DEGREE-FALL 1978 JOHN ALLYN BUTCH *John Allyn Butch*



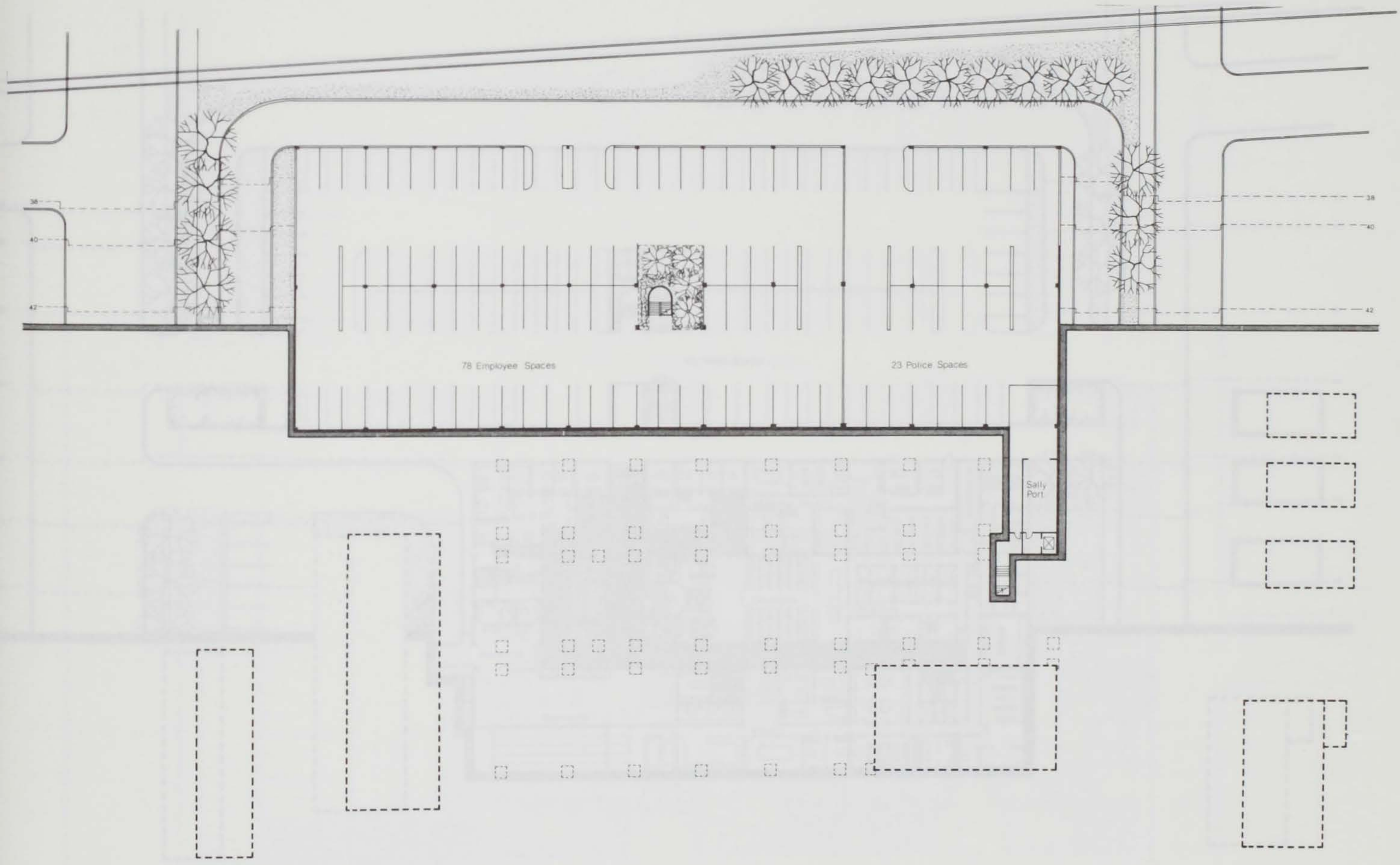
concept



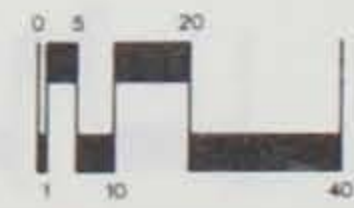


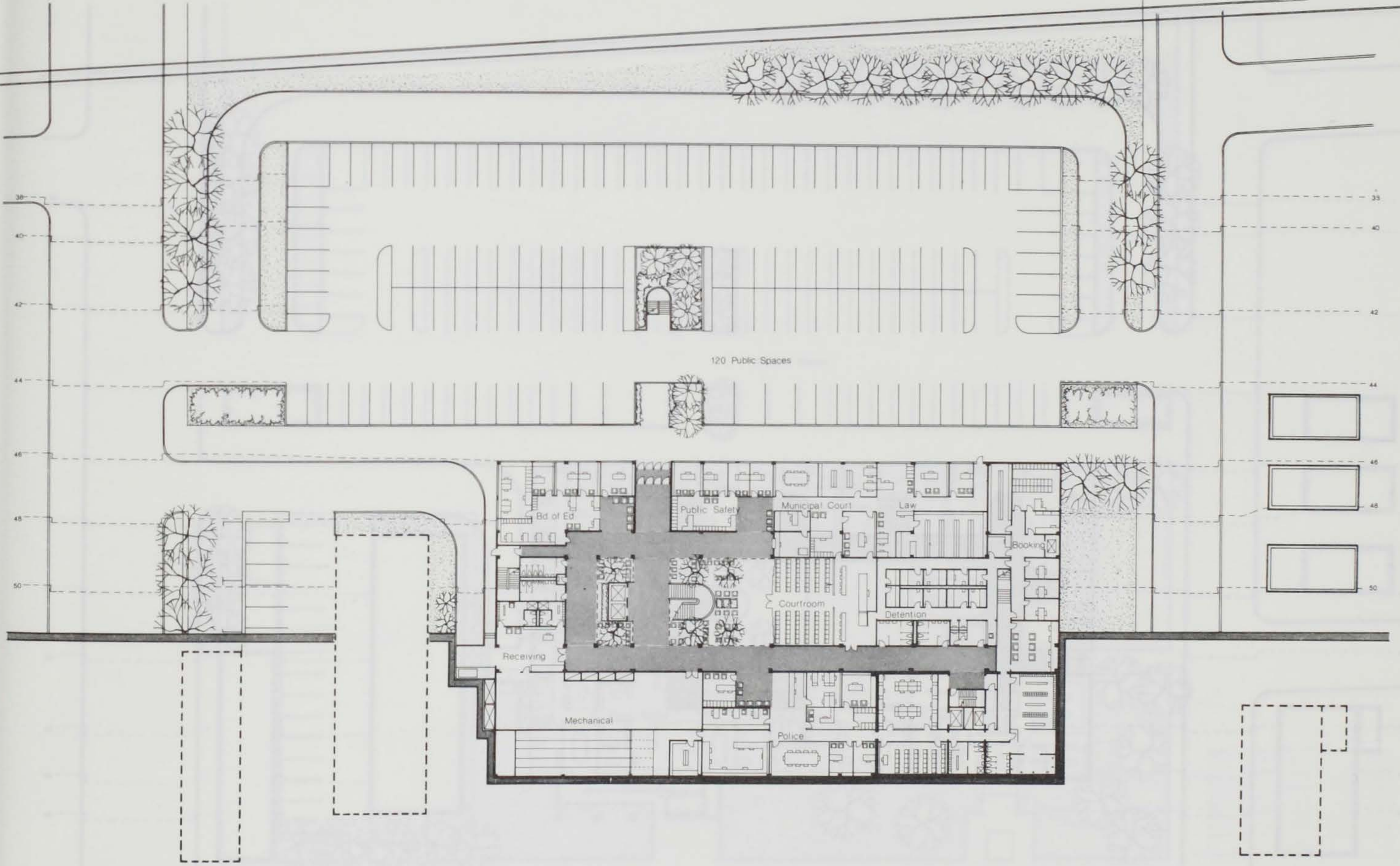
downtown map



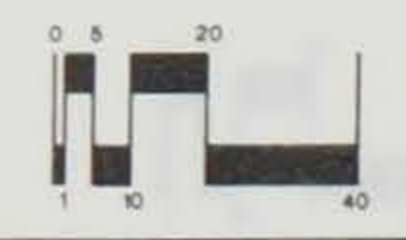


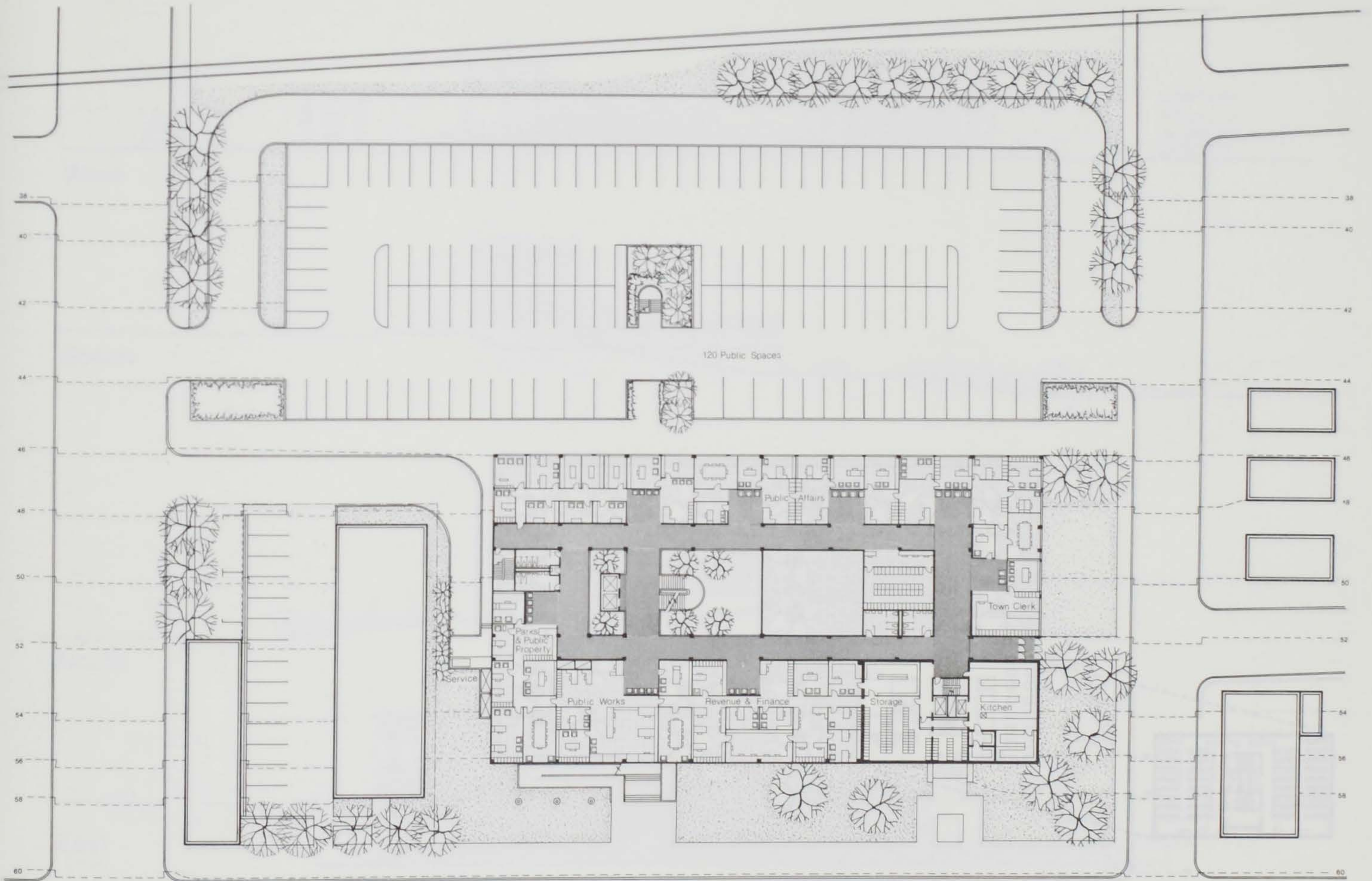
lower parking level





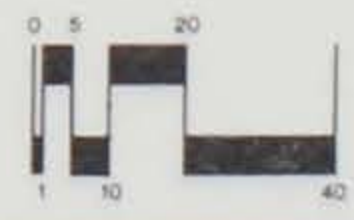
first level

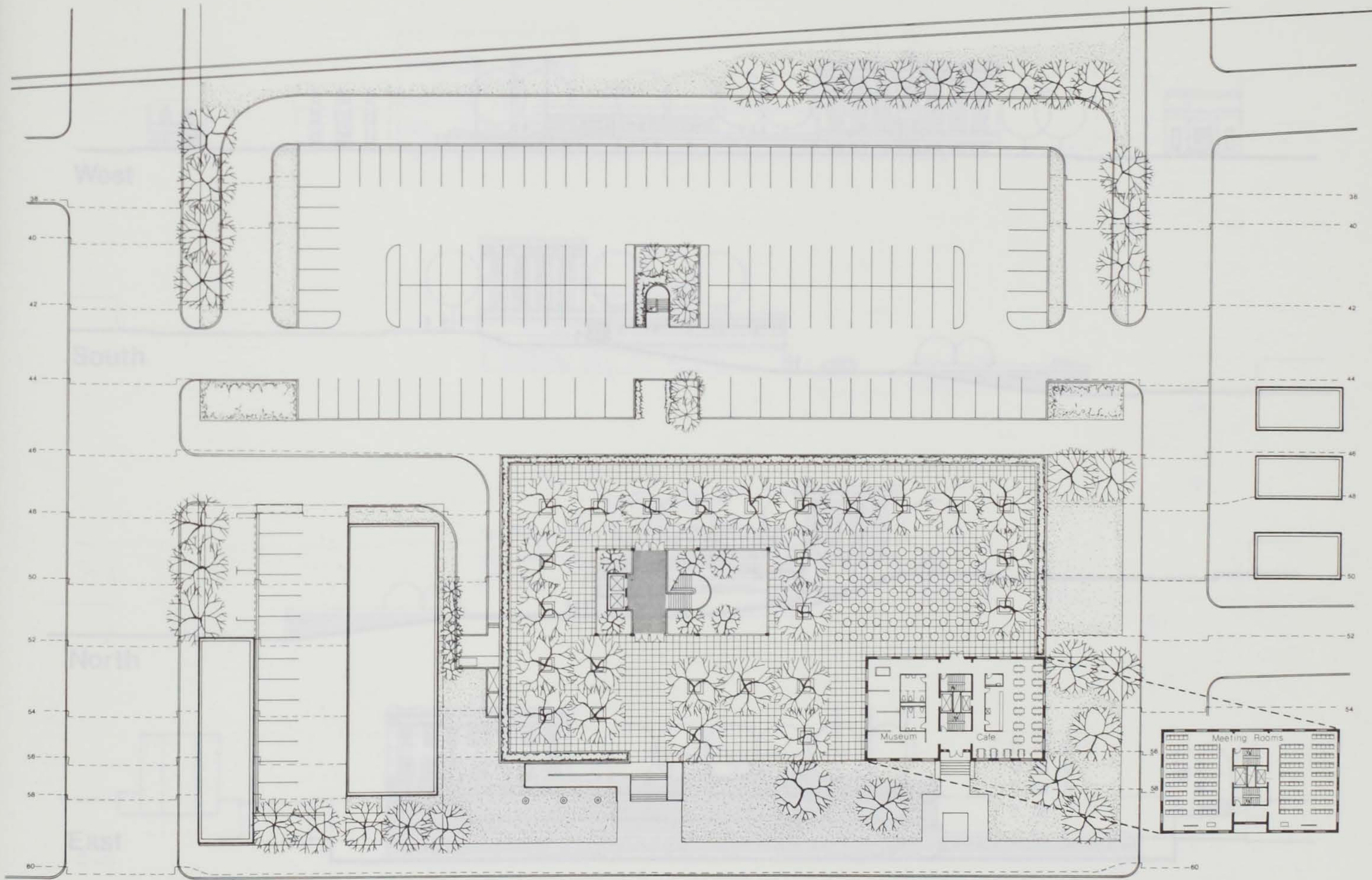




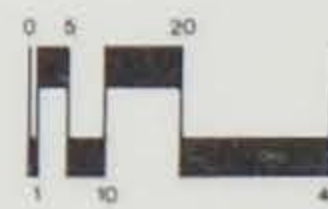
120 Public Spaces

second level 123





third level-plaza

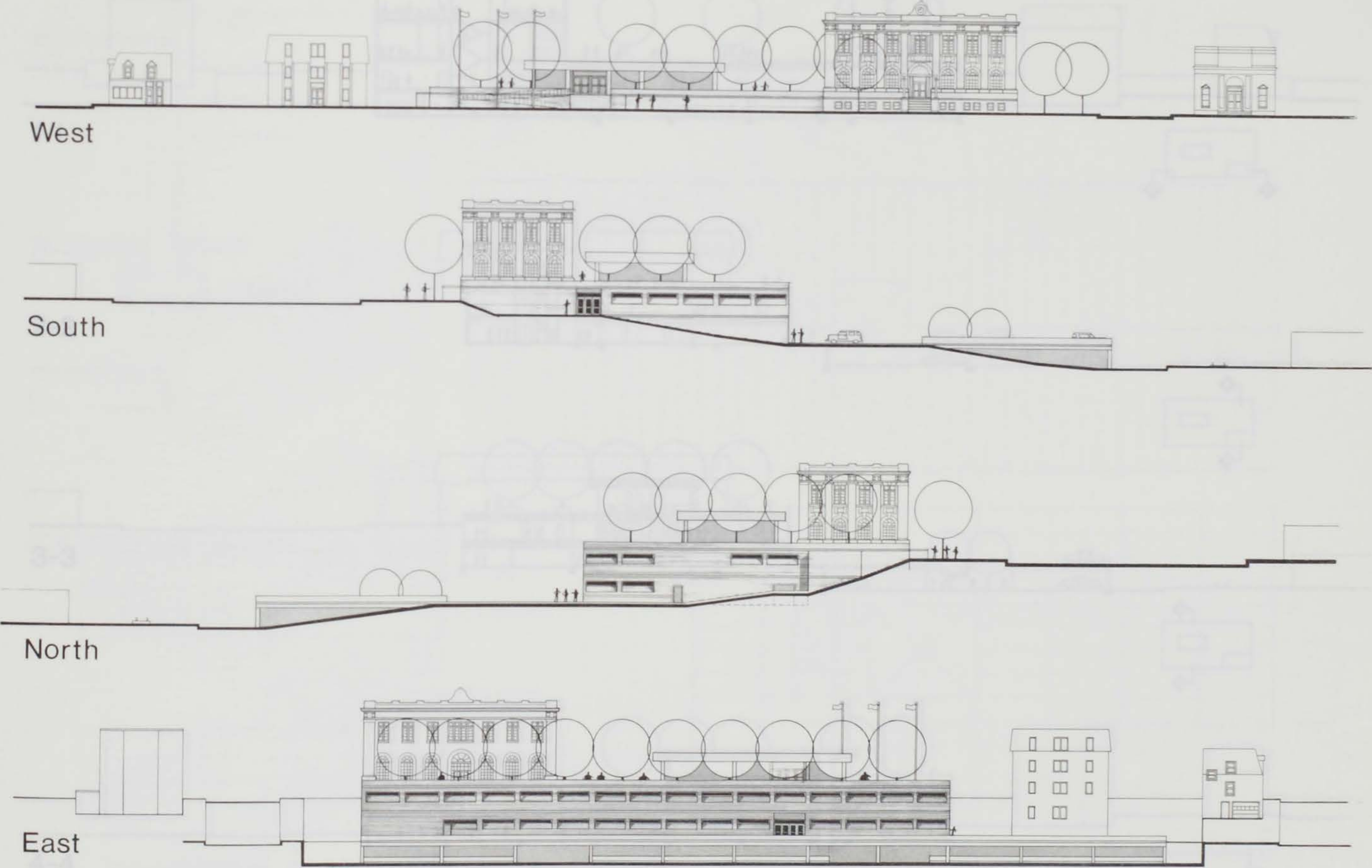


West

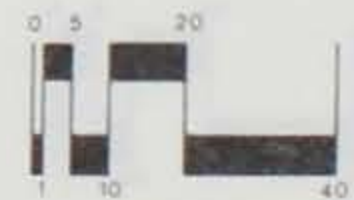
South

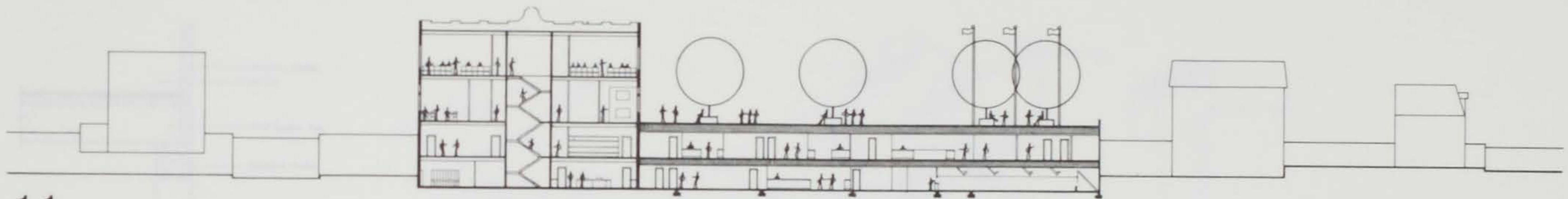
North

East

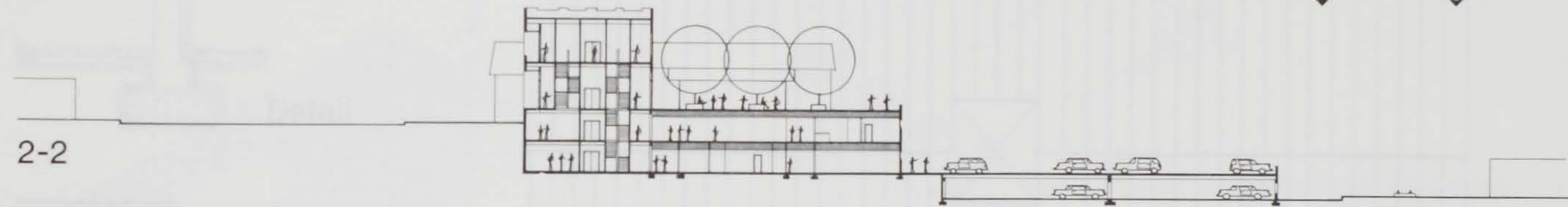


elevations

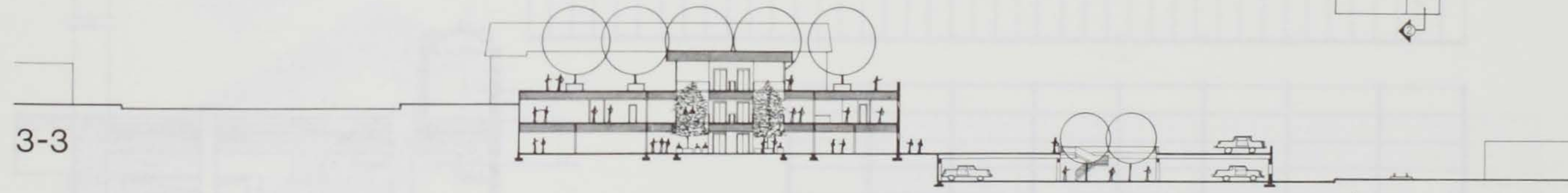
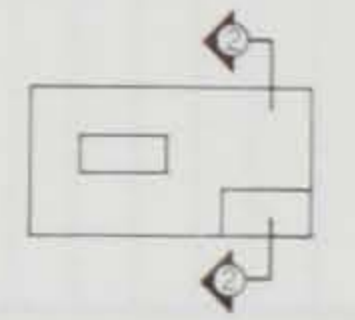




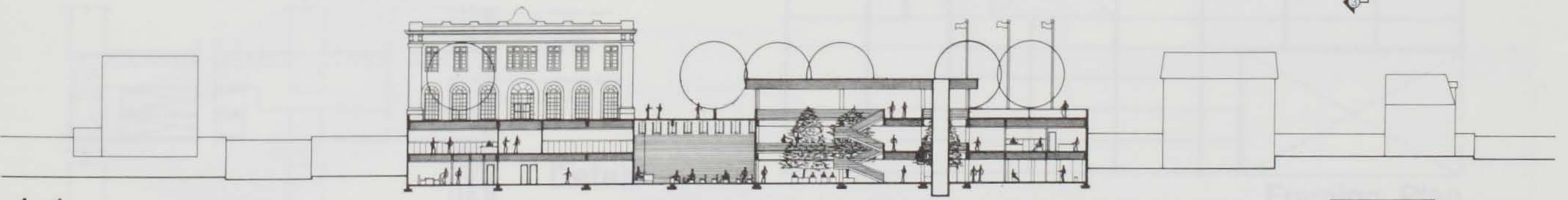
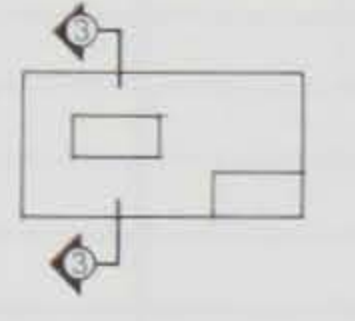
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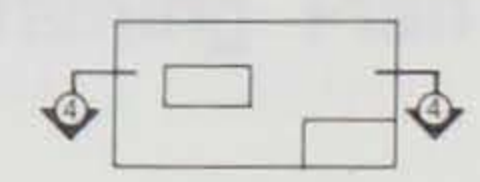
2-2



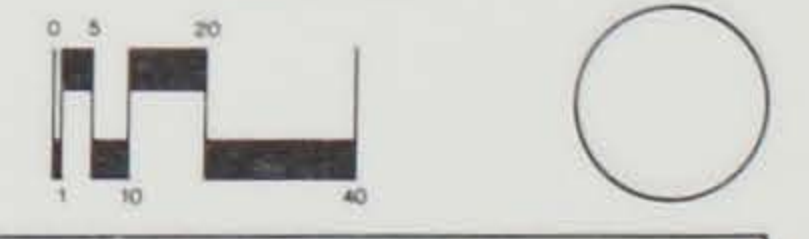
3-3

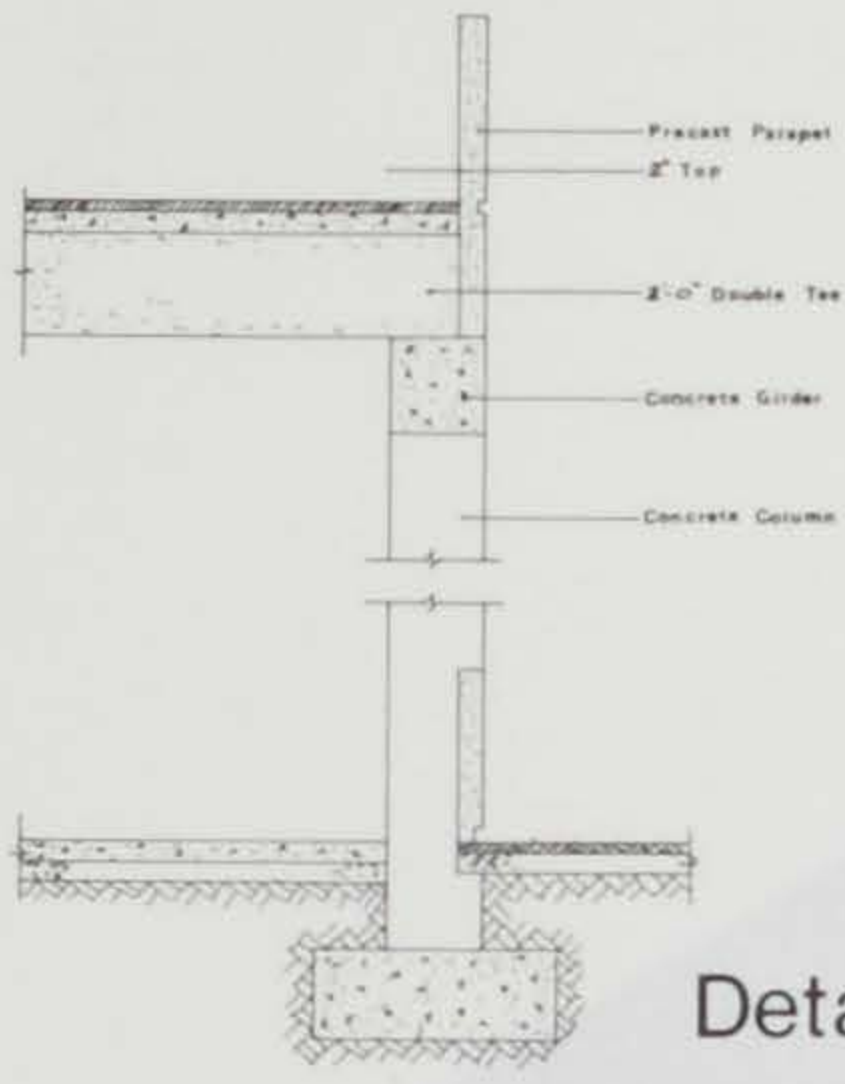


4-4

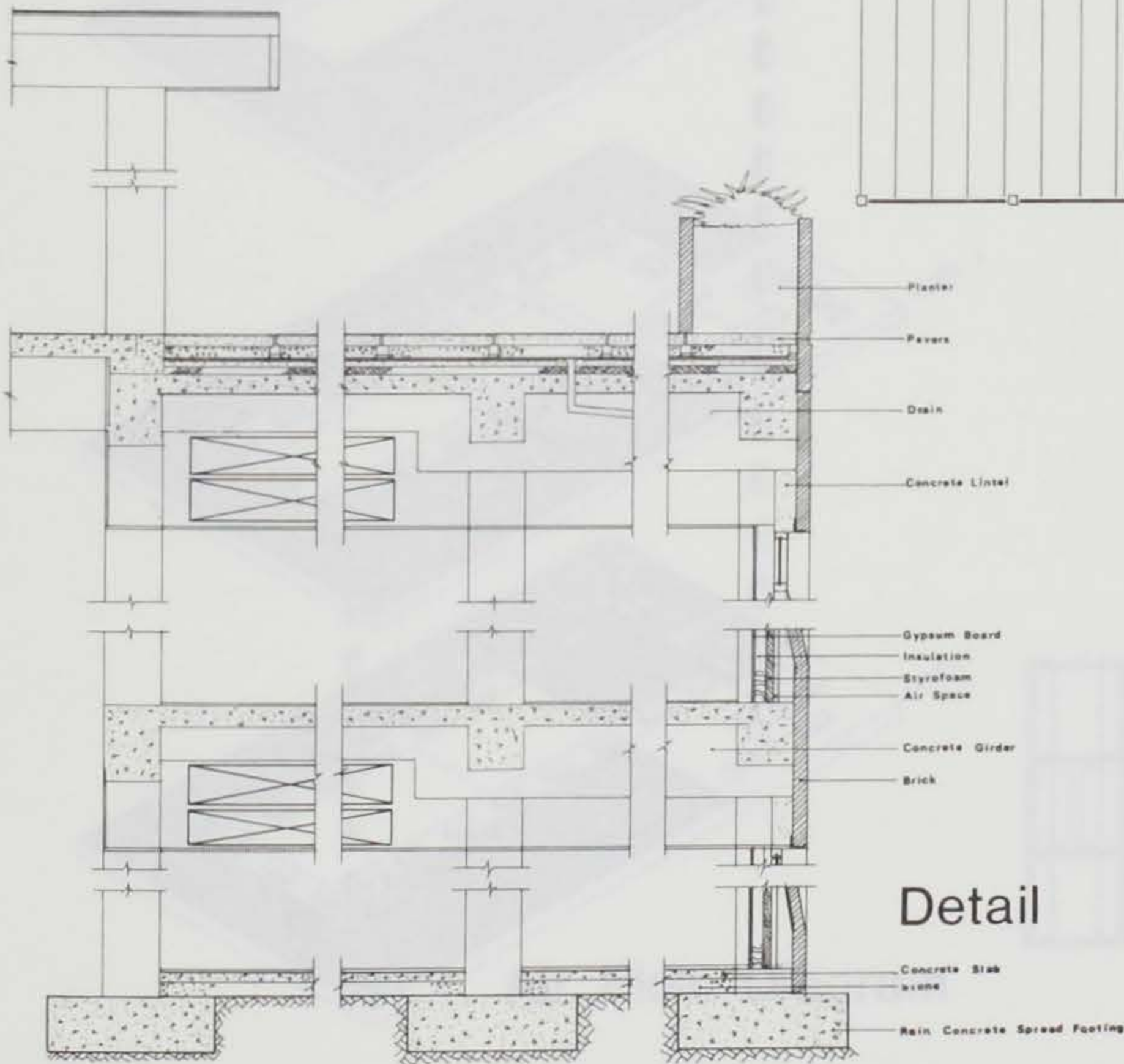
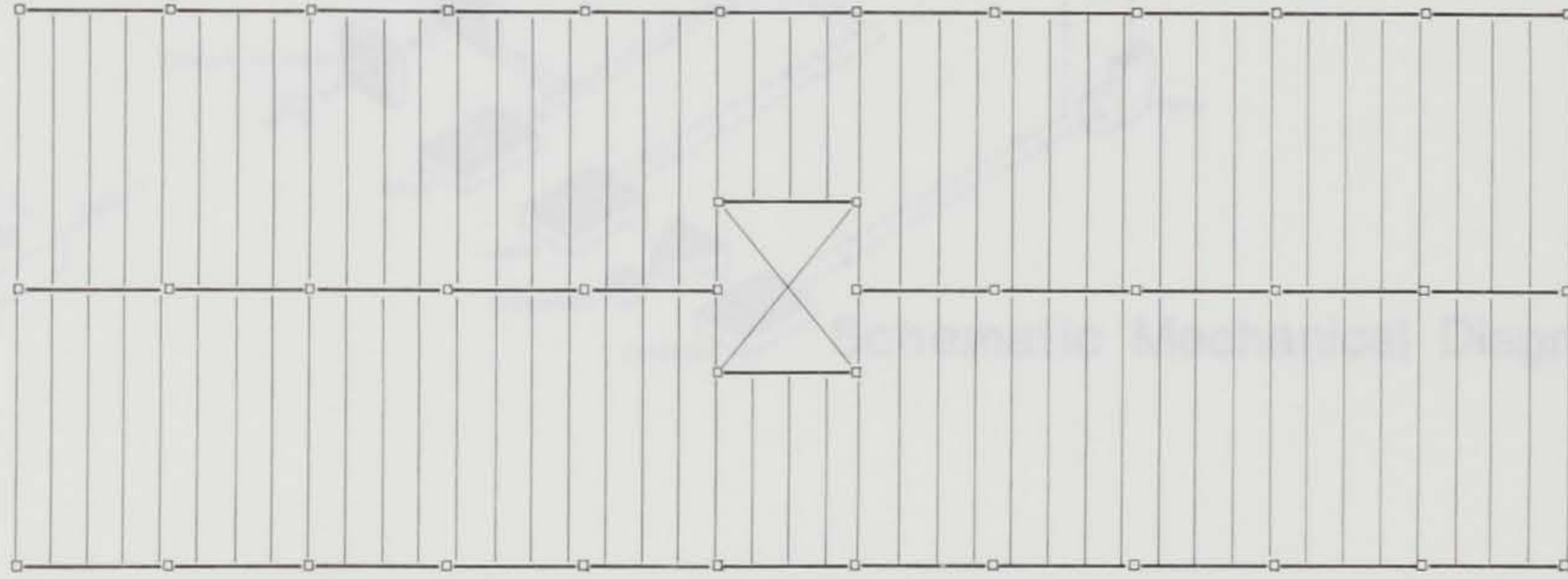


sections

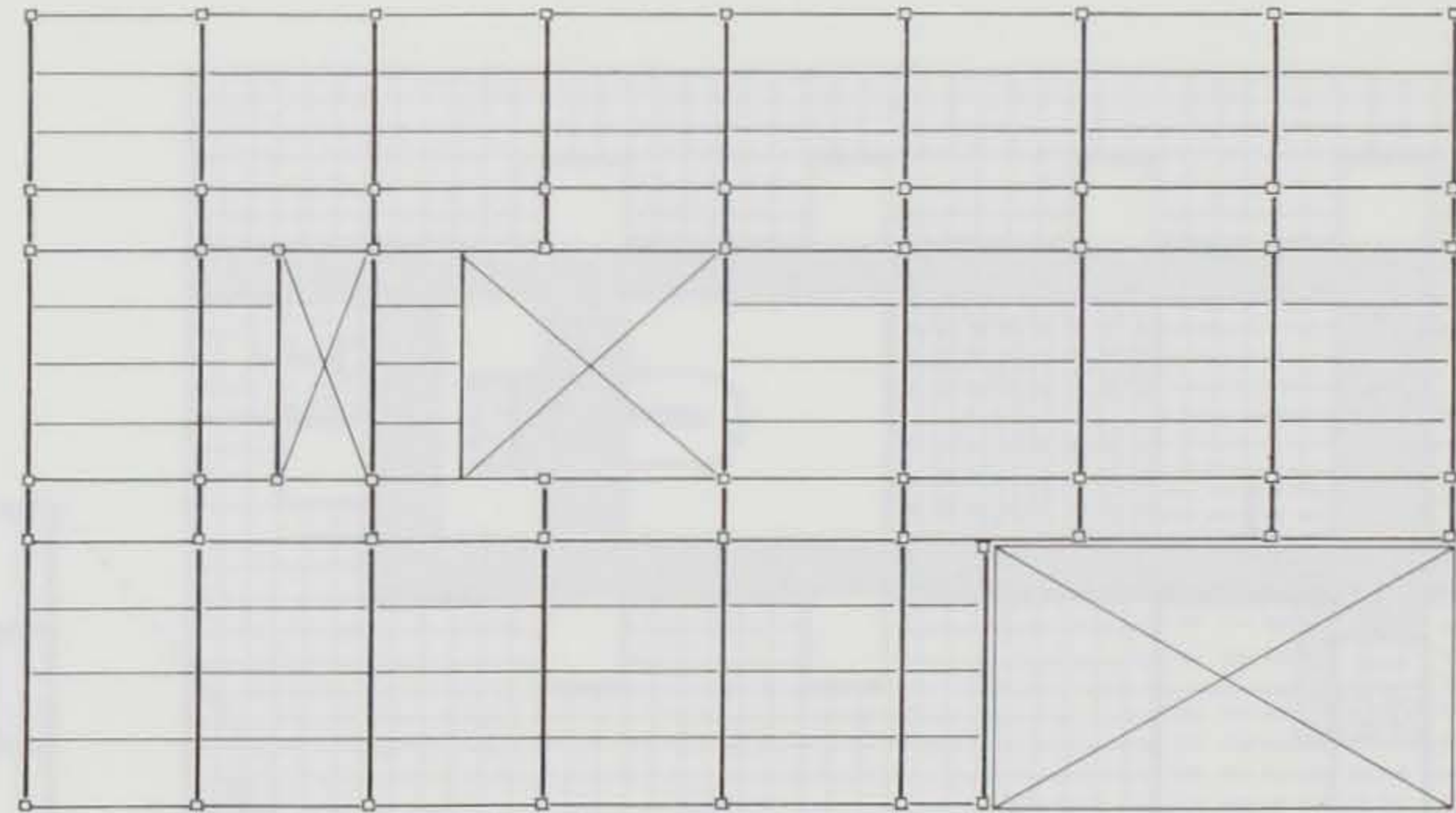




Detail

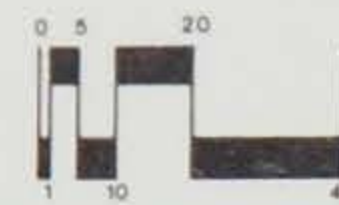


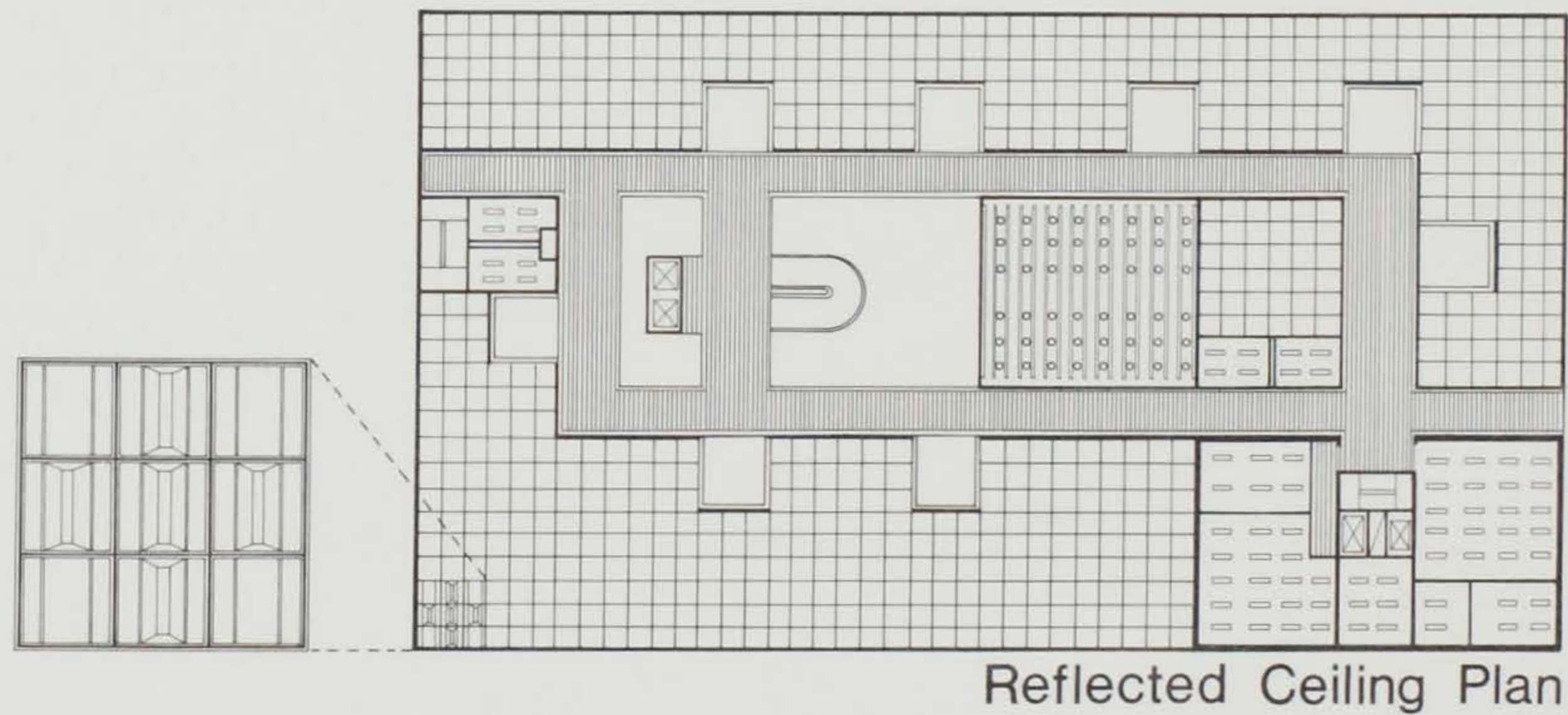
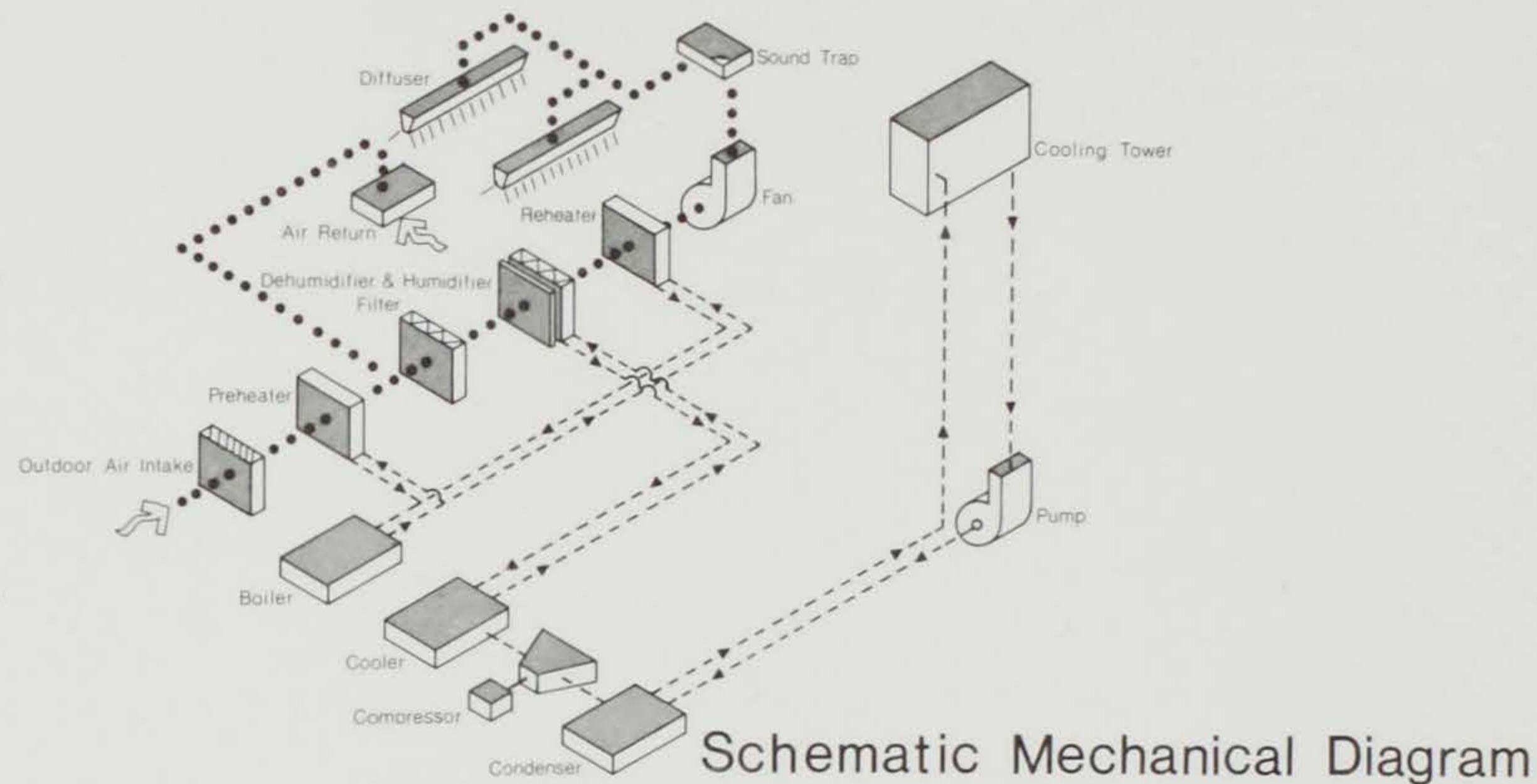
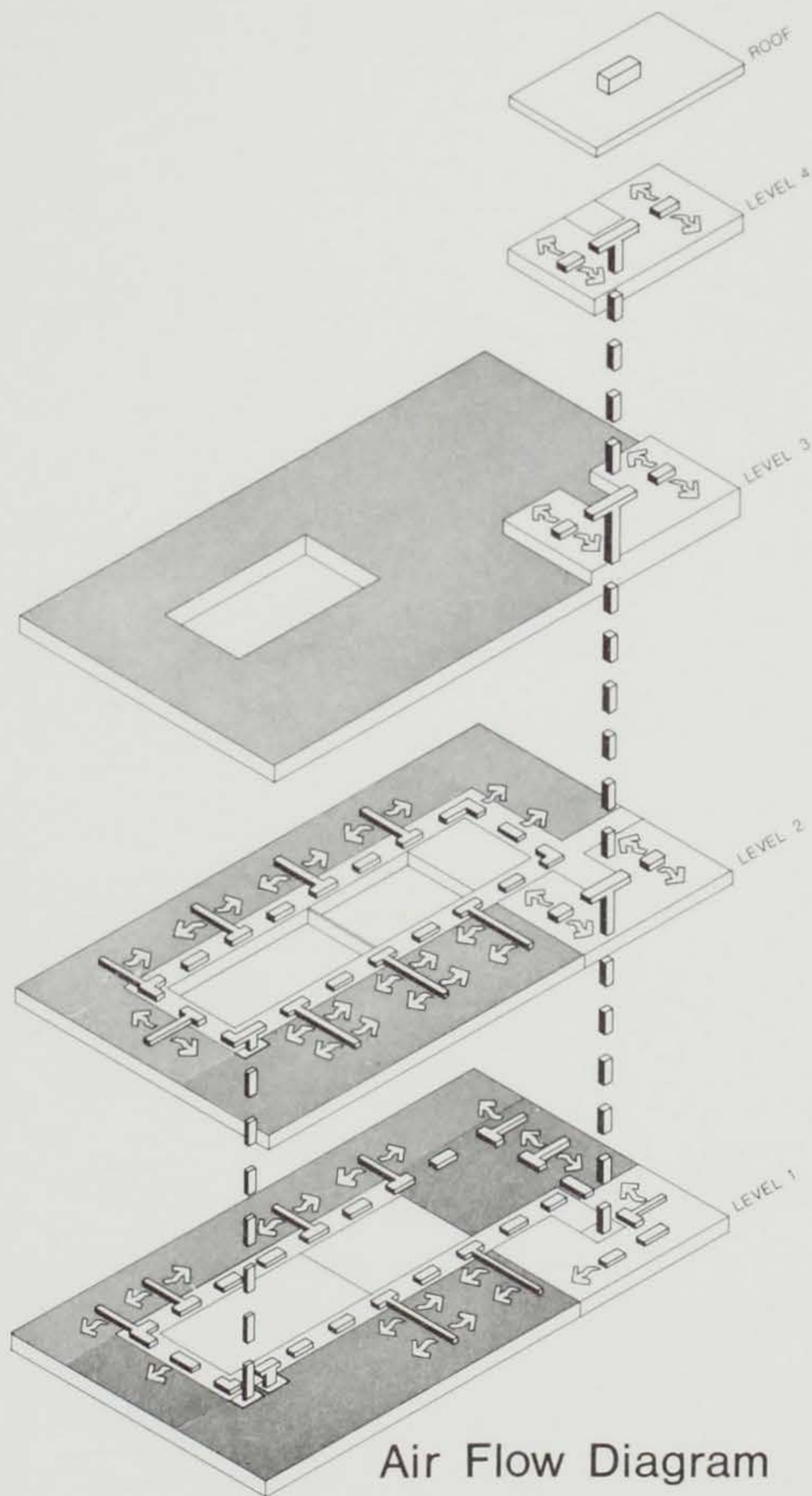
Detail



Framing Plan

structural





mechanical / lighting



54
7-94

NA 4195.B8, 00014



3 1604 001 459 132