

# ALLOUEZ COMMUNITY CENTER

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## A CONDITIONS REPORT AND FUTURE OF THE FACILITY

### History and Background

The Allouez Community Center has been a landmark in the community since its construction in 1947. This masonry facility was built to house the Town of Allouez water department, government offices, and a public space for town meetings. At 72 years old, the Community Center has gone through many uses and transformations over the years to accommodate the needs of the community from senior activities, a home for the Allouez Village Band, recreation programs, and facility rentals for parties and meetings.

The building is an example of Colonial Revival architecture that was constructed with a natural stone façade, slate tile roof, a central cupola, and a prominent front gabled entry. The rear portion of the building is more utilitarian and was constructed as water reservoirs with stucco walls and a rubber membrane covered flat roof. The total square footage of the building footprint is approximately 7500. There were also some construction materials utilizing asbestos that were and are in the facility. None of those materials are of harm to users of the facility. In the last twenty years the village has done many improvements and repairs to this facility.

1996	Replacement of doors	\$900
1997	New lighting	\$165
1998	Renovation work	\$30,000
2006	New flooring and electrical	\$5350
2019	New boiler	\$9500

In 1998 a major renovation was undertaken. That year the village had bonded \$52,000 for the work however only needing \$30,000 for new windows and blinds (\$9200), tuck pointing (\$3085), new boiler (\$4320), roofing repairs (\$4800), and electrical work (\$8245). Village staff has done much of the work over the years to reduce costs of repairs and improvements.

In 2015 the Allouez Community Center was placed on the National Registry of Historic Places. As a historical building there are historical tax credits that may be available to utilize for remodel and preservation purposes. Unfortunately as a non-taxing entity, the Village is unable to utilize those tax credits like a taxable business or homeowner might. There have been instances where public-private partnerships were formed to utilize these credits on previously public owned buildings.

In 2016 the Village hired Somerville Inc. to perform a Facility Condition Assessment on the Allouez Community Center (\$10,565). This assessment, conducted by engineers and architects, outlined the current condition of the facility, a needs assessment, and some possible future improvements that the village could undertake. A copy of that document is included for reference purposes.

Some highlights from the report summary include:

- Site and asphalt work around building is needed
- Deteriorating exterior walls of reservoirs needs repair and painting
- Add metal coping to parapet walls
- Repair and paint fascia
- All door hardware should be replaced with lever style hardware
- Upgrade electrical service depending on remodel
- Update existing restrooms
- Abandon and fill pump pit
- Widen doorways
- Inspect and modify sanitary sewer
- Upgrade HVAC system to provide for proper ventilation
- Install new energy efficient lighting system

The report goes on to provide some benefits of remodeling the facility including increased use of the facility, improved visitor experience, increased occupant safety, and reduction in energy usage. A possible remodel plan was prepared by Somerville as part of the report. Probable costs for that plan, in 2016 dollars, were at \$90-\$120 per square foot for total project costs in the range of \$706,000 - \$941,000.

### **Current Uses**

The Community Center is currently utilized by various groups for many different uses. The Village Parks, Recreation, and Forestry Department currently provides recreation programming at the facility including youth dance, martial arts, and senior programs. This facility is also rented to the general public and other groups for meetings, parties, and gatherings. The Community Center is a polling location used during elections as well.

The Allouez Village Band uses space for office, storage, and practicing. The Historic Allouez Society uses the building for storage space, meetings, fundraisers, and even a place for Santa to meet with the children from the community. Lastly, the Allouez Buccaneer football organization stores equipment in several rooms within the building.

Some activities and uses gather revenue for the Village while others utilize the space at no charge. An estimate of annual revenues that are obtained through rentals and programming are close to \$5000. Yearly expenses for general upkeep, maintenance, utilities, insurance, and custodial operations for the facility cost the village in the amount of \$15,100. This results in a net loss (subsidy) of \$10,100 annually.

A question presents itself when looking at the dollars and cents. Is the Allouez Community Center a revenue generating facility utilizing a business model, is it a facility that is publicly subsidized to provide social (public) services to the community, or is it a combination of both?



Much of the interior space of the Community Center is unavailable to public use as currently configured. Approximately 1900 square feet of the 7500 s.f. is available for use for programming and rentals while the remaining 5600 s.f. is either storage or unused vacant space. The public space includes the main community room, kitchenette, and three restrooms. This space, especially the restrooms, is challenging for public access and use, non-compliant to current codes and accessibility, as well as lacking in energy efficiencies.

### **Future Options**

The future of the Allouez Community Center is at question now. There are several options that the village could explore that range from minimal maintenance on the low cost end to spending hundreds of thousands of dollars on renovations. Other options may include placing the building up for sale, include the adjacent fire station in an overall site reconstruction, or ask the community what they would like to see.

All of the options have positive and negative aspects, but the importance of this historical structure to the community and location needs to be considered with any decision that is made.

The first option would be to stay status quo putting limited funds into maintaining the building as is. This would likely be a short term solution that accommodates the current needs and uses of the community. Even if this is the path forward, dollars would need to be budgeted for current and future repairs.

Another solution may be to renovate the existing building to better suit the needs of the community and programming. This would include better utilization of the current structure, bring it into code and use compliances, and be more energy efficient. As previously mentioned this option could range in costs from \$700,000 to close to \$1 million. Along with this option, vehicle parking needs would need to expand. This could be done by constructing surface parking on adjacent village owned property that is currently green space.

A third option could be a reconstruction of the site to include the adjacent fire station. That building is close to 50 years old and is reaching capacity to accommodate the needs of the fire department. This idea could still utilize both structures, while expanding and connecting to one another. A project to this extent could easily be multiple millions of dollars, but ultimately accommodate the needs of the community for many decades.

Lastly the Village may decide to place the building up for sale on the open market. This option would place the property on the tax roll as well as allow the future owner to utilize the tax credits for repair or remodel work to the building. A commercial property could receive up to 50% eligible project costs back in the form of state and federal tax credits. Eligible project costs could include such things as roofing, windows, doors, plumbing, electrical, HVAC, or exterior façade improvements.

Per the village's insurance coverage, the building is currently valued at \$1.259 million. The building and property is assessed at close to \$500,000 with a possible market value of \$100,000 to \$300,000.

If the Village decided to explore this option, current uses would need to be considered and accommodated elsewhere. These considerations could include utilization of current village facilities with potential need for expansion, leasing space, building new, collaborate with neighbor communities, or explore a public-private partnership that would accommodate our needs.

### **The Next Step**

The Allouez Community Center has served the Village of Allouez for over seven decades in many different forms from government offices to senior programming. The Village should consider the next step and path forward to accommodate the long term needs of the community while also considering the best use for the Allouez Community Center building. These decisions should not be subject entirely by costs, but include current and future uses, how the building is viewed by the community, the historical aspect, and an assessment of need. A community survey and an ad hoc committee could be utilized in the decision making process.

This is an old building with continual maintenance needs. Short term, there are some important maintenance issues that need to be addressed at a relatively low cost. A longer term plan should be laid out with goals, bench marks, costs, and funding sources. Now is the time to take the next step in determining what the next half century will hold for this historical building.





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facility condition assessment

April 25, 2016

## Allouez Community Center

2143 S Webster Avenue  
Allouez, Wisconsin

design matters

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## **Allouez Community Center**

2143 S Webster Avenue, Allouez, Wisconsin

### **Facility Condition Assessment**

In the winter of 2016, Somerville Inc. was commissioned to conduct a Facility Condition Assessment of the Allouez Community Center in Allouez, Wisconsin. This assessment was completed to provide input on the ability to remodel the interior of the structure. The following pages document the existing conditions, identify issues which should be addressed, and provide comment on the potential to remodel. The assessment is based on field observations made during a non-invasive, on-site review conducted on March 1, 2016 by: Jason Hale, Architect; Aaron Baumgartner, HVAC Designer; Troy Theis, Electrical Designer; and Sheila Downing, Senior Plumbing Designer. The weather at the time was overcast with moderate snowfall. The temperature was approximately 15 degrees Fahrenheit.

### **GENERAL COMMENTS**

- The current building was constructed in 1945 to house both the water department and the town hall. The area originally used as the town hall has since been converted into a community room while the remainder of the building is primarily used for storage. The structure is listed on both the state and national register of historic places.

### **EXISTING CONDITIONS - ARCHITECTURAL AND SITE**

#### **BUILDING SITE**

- **General Comments**
  - The site review was completed on March 14, 2016. It was overcast and approximately 50 degrees Fahrenheit. There was no snow present on site, but the grass and landscaping had not yet started growing.
- **Parking Areas**
  - South parking area and drives
    - Cracking within the asphalt was present at several locations.
    - The concrete curbs were in fair condition with some damage noticed along the western edge.
    - Vegetation was noticed between the curb and the asphalt.
    - Asphalt patching was present along Dauphin Street.
    - The asphalt should be resealed and stalls re-stripped.
  - East parking area and drive
    - The asphalt drive leading to the parking area has experienced substantial damage. This drive should be replaced or resurfaced.





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- Substantial damage was also noticed near the catch basin located in the center of the parking area that is shared with the fire department. This asphalt should be replaced or resurfaced.
    - Less significant cracking was present within the east parking area which could be repaired.
  - North Access Drive
    - Heavy damage was again noticed in this area and it is recommended to replace or resurface the drive.
- **Walks**
  - Walk between south and east parking areas.
    - This walk is very narrow and the surface is heavily eroded. This has left an uneven walking surface that greatly reduces accessibility.
    - The stoop that connects the walk to the service door into the old shop is undersized and is not flush to the walk.
  - Walk that connects southern parking area to main entry door
    - This walk appeared new at the time of our site visit, no work is recommended.
  - Walk that connects Webster Avenue to the main entry door
    - This walk appeared to be in good physical condition. However, it was uneven between joints and should be leveled.
    - The surface was heavily stained and could be power washed if the village desired.
  - City walk along Webster Avenue
    - This walk was in good condition and several portions appeared to be new.
- **Landscaping**
  - Landscaping is minimal around the site and due to the time of the year the condition was not reviewed.
  - There are several smaller shrubs located near the main entry door.
  - There are several larger trees spread throughout the lot.
  - The retaining walls located along the east and north sides of the building have begun to fail.
- **Site Signage**
  - There is one site sign located on the west side of the building.
  - The sign is wood construction and is painted with recessed letters.
  - The sign could use a fresh coat of paint and some minor cosmetic repair.
  - The sign was not securely attached to the base.
- **Yards**
  - Heavy damage was noticed to the yard areas near asphalt and concrete paving. This is most likely a result of winter plowing activity.



- Some areas on site appeared to be patched and seeded from last year, but the seed has yet to take hold.
- **Drainage / Storm Water**
  - Portions of grade along the north and west sides of the building appear to pitch back toward the building.
  - Several low areas were noticed around the site, but no standing water was present. If there is a concern about these areas they could be filled and seeded.
- **Conclusions / Recommendations**
  - Overall the site is in fair condition. The main concern when considering a remodeling project will be the limited space available to expand parking.
  - Work on the items listed below should be considered whether or not a remodeling project moves forward.
    - Patch, repair and reseal asphalt areas.
    - Replace areas of asphalt that have experienced more extensive cracking.
    - Replace walk between south and east parking areas, expand stoop leading into the old shop.
    - Level the various walks and stoops around the building to provide flush transitions.
    - Replace or repair the retaining wall.
    - Repaint and repair the site sign.
    - Patch low and damaged yard areas, plant grass seed.
    - Regrade around perimeter of building to insure drainage away from building.

## BUILDING SHELL

- **General Comments**
  - The building shell consists of several different materials. The western portion of the building has a higher level of finish as it originally housed the town hall and offices. The eastern portion of the building is more utilitarian in design and formerly housed the water department and the reservoirs which are still in place.
- **Exterior Walls – Western Portion of Building**
  - Exterior walls along the western portion of the building consist of ashlar cut limestone. This stone is in very good condition and no work is recommended.
- **Exterior Walls – Eastern Portion of Building**
  - Walls on the eastern portion of the building consist of several different materials
    - Ashlar cut limestone along Dauphin Street
      - The stone veneer continues from the western portion of the building along Dauphin Street. However, a parapet with a low slope roof has replaced the pitched roof.
      - The stone in this area is in similar condition to the front of the building. Some staining of the mortar and stone was noticed along





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the top edge of the wall. This appeared cosmetic in nature and cleaning could be further investigated by the village if desired.

- Painted concrete at reservoirs
  - The two exposed sides of the reservoirs consist of painted exterior concrete walls. These surfaces are in poor condition. The paint is failing and areas of concrete have begun spalling off of the building. These walls should be stabilized and repaired.
- Painted brick at exterior of pump room
  - The walls outside of the original pump room consist of painted brick.
  - Several cracks along mortar lines were noticed while on site. These cracks should be stabilized and the mortar joints tuck-pointed. Leaving the wall as is will result in further failure of the brick.
  - The paint covering the brick is starting to fail and the surface should be repainted.
- **Pitched Roof / Fascia and Cornice**
  - The pitched roof is covered with natural slate shingles. The exact age of these shingles was not available but based on conversations held with staff on site they are believed to be at least 30 years old. The portions of roof that were visible (snow had begun to fall during our time on site covering a majority of the roof) appeared to be in excellent condition. No work is currently recommended
  - A wood fascia and cornice transition the pitched roof to the stone walls below. It is believed that the wood details on the building are original. Overall these are in fair condition and have been well maintained. However, there are a few areas that exhibit signs of cracking and failure. These areas should be stabilized and repaired or they should be replaced before the problem spreads. The paint finish on the both the fascia and cornice was in good condition but should be touched up while repairs are being made to provide a consistent finish.
- **Low Slope Roof / Coping**
  - The low slope roof on the eastern portion of the building consists of both adhered and ballasted EPDM. Both roof surfaces have been replaced in recent years, areas that were not snow covered appeared to be in good condition. No work is currently recommended.
  - Parapet coping above the stone veneer consists of stone pieces with counter flashing on the roof side of the parapet. The stone coping and counter flashing are in good condition and no work is recommended.
  - Parapet coping above the concrete and brick exterior walls appears to be concrete with the roof membrane extended over the top of the parapet wall. The roof membrane is in good condition, but it is recommended that pre-finished





metal coping be added to protect the membrane and help deflect water away from the wall below.

- **Doors**

- Main entry door
  - The main entry door is a metal clad wood door in what appears to be the original wood frame.
  - The wood frame has minimal damage along the base and where the door latch is located. This damage should be repaired and the frame repainted.
  - The door hardware is modern in appearance and finish and should be replaced if there is a desire to maintain a more authentic look.
- Overhead doors at garage
  - The overhead doors were recently upgraded. Unless there is a desire to replace them with more historically accurate doors or to remove them during remodeling no work is currently recommended.
- Misc. service doors
  - Several hollow metal service doors are located around the perimeter of the building. These doors appeared in good condition at the time of the walk through. The hardware, although functional, does not match the remainder of the building and does not meet current code requirements.
- The access panel leading to the reservoir access corridor is in poor shape and should be replaced.

- **Windows**

- New window inserts have been installed throughout the building to replace the original windows. These windows are dual pane single hung windows with decorative muntins to replicate the look of the originals. The windows are in good condition and no work is currently recommended.

- **Misc.**

- None of the downspouts located around the perimeter of the building connect to what appears to be an existing below grade storm water drain. They currently surface drain and with no extensions in place foundation problems could develop.
- Exterior wall lights on either side of the exterior door are not installed tight to the exterior wall. The gap that is visible behind them can lead to water and pest infiltration.

- **Conclusions / Recommendations**

- Overall the exterior of the building is in good condition. Completing the repairs and upgrades listed below will help to maintain this condition into the future.
  - The concrete walls at the reservoirs should be repaired and should receive a fresh coat of paint.
  - The exterior brick walls should be repaired, the mortar joints tuck-pointed, and overall should receive a fresh coat of paint.



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- Metal coping should be added to the parapet walls above the concrete and brick walls once they have been repaired and painted.
- Damage to the wood fascia should be repaired; heavily damaged sections should be replaced. A fresh coat of paint should be applied to provide a consistent appearance once the work is done.
- The wood door frame by the main entry should be repaired and both the frame and door should be repainted.
- All exterior door hardware should be replaced.
- The access panel that leads to the reservoir access should be replaced.
- Extensions should be added to the downspouts to direct drainage away from the building.
- The exterior wall lights should be reinstalled to minimize the gap between the escutcheon plate and the wall.

## BUILDING INTERIOR

- **Please Note**
  - Reference the attached floor plan in appendix 1 for locations of the rooms discussed below.
  - The following spaces were not accessible during our on-site visit and are not reviewed as part of this assessment:
    - Reservoir 1
    - Reservoir 2
    - Access Hall
    - Storage 1
    - Light Well
    - Salt Basin below Garage 2
- **Vestibule**
  - The existing floor tile has several cracks near the exterior door. If this condition worsens it could become a tripping hazard.
  - The plaster ceiling was in good condition at the time of the walkthrough.
  - The plaster wall near the exterior door was cracking and paint was peeling at the time of our site visit. These areas should be repaired before they worsen.
  - The existing vestibule is limited in size and does not entirely meet current code requirements. If additional space within the building is converted to public use a more accessible entrance should be provided.
- **Community Room**
  - Except for the area where an original wall was removed the existing ceiling is in good condition, but has a dated appearance.
    - The ceiling tile should be tested for asbestos content.
    - The patched trim piece located where the wall was removed should be replaced and more securely attached.





- The walls consist of both plaster and painted wood paneling. The walls are in good condition.
- Ceramic tile has been placed through-out the room and covers the original asbestos floor tile. This newer tile is in good condition, but prevents access to Storage 1.
- Original wood base and trim can be found throughout the room. This trim is in fair condition and has been painted.
- Doors throughout the space and the remainder of the building are flush wood doors with ball hardware. The doors are not original and do not fit the aesthetics of the space.
- **Vault**
  - The existing asbestos floor tile in the vault should be removed and replaced.
  - The existing plaster walls and ceiling were in good condition.
- **Toilet Access 1 / Toilet Access 2**
  - The existing plaster walls and ceiling were in good condition.
  - Ceramic tile has been placed in both rooms and covers the original asbestos floor tile. The ceramic tile is in good condition.
  - Original wood base and trim can be found in these rooms. The trim is in good condition and has been painted.
  - These spaces are used as access to the restroom as well as storage. This leads to a confusing and poor visitor experience. The items stored also reduce the already tight space, further limiting access to the restrooms.
- **Toilet 1**
  - The plaster ceiling has substantial water damage along the southern edge and should be repaired
  - Additional water damage was noticed in the south west corner of the space on the wall surfaces. This should also be repaired.
  - Below the sink the wall has been cut way and patched with thin hardboard. The hardboard should be removed and the wall patched
  - The original ceramic tile floor is in fair condition, with staining visible near the walls. It is still functional, but updating would be recommended.
  - The room has a window that leads into the former light well. This light well is no longer functional and the window should be removed and the opening patched in.
- **Toilet 2**
  - The plaster ceiling was in good condition at the time of the site visit.
  - Damage to the plaster walls was noted where various pipes penetrate the walls. These penetrations could be repaired and made neater in appearance.
  - The original ceramic tile floor is in fair condition, with staining visible near the walls. It is still functional, but updating would be recommended.
  - The room has a window that leads into the former light well. This light well is no longer functional and the window should be removed and the opening patched in.





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- **Kitchenette**
  - The kitchen area was added to the community room by the addition of partition walls and a bi-fold door. It is a functional space, but lacks proper clearance.
  - Ceramic tile was placed over the original asbestos tile at the same time the community room was completed. This tile is in good condition.
  - The ceiling tile is the same used in the community room. It is in good condition, but should be tested for asbestos.
  - Two of the walls are covered in unpainted wood paneling. It is good condition, but is dated in appearance, replacement is recommended.
  - The other two walls are the original painted plaster. They were also in good condition at the time of our site visit.
  - Below the sink the existing brick was broken through to make plumbing connections. This will need to be repaired if the kitchen is relocated.
  - What appeared to be mouse droppings were noticed in the kitchenette area.
- **Hall 1**
  - The ceiling tile is the same used in the community room. It is in good condition, but should be tested for asbestos.
  - The existing plaster walls were in good condition at the time of our site visit.
  - Ceramic tile was placed over the original asbestos tile at the same time the community room was completed. This tile is in good condition.
- **Storage 2**
  - The existing plaster ceiling was in good condition.
  - The plaster walls were damaged in several locations when plumbing lines were added for the adjoining restroom and electric water cooler. These areas could be better patched.
  - Ceramic tile was placed over the original asbestos tile at the same time the community room was completed. This tile is in good condition.
- **Toilet 4**
  - The existing plaster walls and ceiling were in good condition.
  - Ceramic tile was placed over the original asbestos tile at the same time the community room was completed. This tile is in good condition.
  - Original wood base and trim can be found in these rooms. The trim is in fair condition and has been painted. Staining was noticed near the sink.
  - In a restroom condition wood trim is not generally used. To help prevent a mold problem it is important to keep a good coat of paint over the wood and to caulk the base to the floor.
- **Office**
  - The existing plaster walls and ceiling were in good condition.
    - However, there were several areas on the wall where large holes were noticed in the plaster. These are most likely the result of wall hangers and should be patched and painted over.



- The floor is carpeted and the carpet is in poor condition. It should be replaced.
  - The doors within this room were also in poor condition.
  - The space is also used for instrument storage and was hard to maneuver.
- **Old Meter Testing**
  - The existing plaster ceiling was in good condition at the time of the site visit.
  - The walls consist of the original glazed brick.
  - The brick is in good condition but could hinder work done in the room.
  - The exposed concrete floor was painted at some point and the paint is starting to fail. The floor should be repainted, or new flooring applied as part of a remodel.
  - The room has several built in cabinets along the north wall, these were in good condition.
- **Attic**
  - The attic access stair was in good condition
  - Visual inspection of the accessible areas of the attic revealed a dry and insulated space.
  - The attic was in good condition.
- **Garage 1 / Garage 2 / Hall 2**
  - These three spaces have painted plaster ceilings that are assumed direct applied to the structure above.
  - The ceiling was in good condition.
  - The walls in these spaces are glazed brick which was in good condition.
  - The floor consists of exposed concrete. The concrete is stained in several areas and cracking was noticed. However, it appeared stable.
  - Placing new flooring in these spaces will require abandoning floor drains and leveling the slab.
- **Storage**
  - The exposed concrete / tile ceiling and brick walls were in good condition.
  - The painted concrete floor is peeling, a new coat of paint is recommended.
- **Toilet 3**
  - Original lockers have been removed from this space, but the locker platform remains. Unless removed this area of the room will be hard to repurpose.
  - The painted plaster ceiling was in good condition.
  - All walls in the space are glazed brick and were in good condition at the time of the site visit.
  - The shower and toilet stalls were in good condition but are no longer considered accessible.
  - The original floor tile matches that found in Toilet 1.
    - The floor tile was physically sound but staining was noticed throughout.
- **Old Shop / Boiler Room**
  - The exposed concrete / tile ceiling and brick walls in both of these spaces were painted and in good condition.





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- The paint itself is starting to peel in several locations and a fresh coat is recommended.
- The painted concrete floor is peeling, a new coat of paint is recommended.
- **Old Softener Room**
  - The painted concrete floor is peeling, a new coat of paint is recommended.
  - The painted plaster ceiling was in good condition.
  - The glazed brick was in good condition except for one area. There was some staining / damage on the east wall above the work table.
  - There is an original wood window into the abandoned light well. It was in good condition, but it is recommended that the window be removed and the space be regained for storage.
  - There is a concrete equipment pad along the east wall that should be removed.
  - There is a wood panel blocking access into the Access Hall. This should be removed and a door or swinging access panel installed.
- **Old Pump Room**
  - The painted concrete floor is peeling, a new coat of paint is recommended.
  - The portion of the ceiling that is painted plaster was in good condition.
  - The remainder of the ceiling was fiberglass reinforced panel (FRP) or vinyl boards and was in good condition but is dated in appearance.
  - The walls are covered in the same FRP / Vinyl as the ceiling and it should be removed and replaced based on the proposed use of the room.
  - There is a concrete equipment pad that should be removed.
  - The pump pit should be properly abandoned, filled, and the grating replaced with concrete.
  - The pipes leading to the reservoirs should be removed.
- **Conclusions / Recommendations**
  - Overall the interior of the facility appeared in good physical condition. The finish repairs and replacements noted above should be completed whether or not a remodel project proceeds.
  - Although not needed for maintenance or code purposes the finishes throughout the building could be updated to provide a more modern and inviting experience. (This could include the doors as well.)
  - Existing door hardware should be replaced with lever style hardware to increase accessibility and provide a consistent look.
  - The halls that lead to Toilet 1 and Toilet 2 should be cleaned out and maintained as toilet access only.
  - If a remodeling project moves forward replacing the kitchenette should be considered as part of the project.
  - The windows leading into the abandoned light well should be removed. In the restrooms these openings should be filled in. A door could be provided from the





Old Softener room to create a small storage closet. A remodel of the building may reveal a better use for the space.

- A new swing door or access panel should be provided to the Access Hall located between the reservoirs.
- The pump pit within the pump room should be abandoned and filled in and a concrete floor poured in place.
- A local pest control service should be contacted to review the potential mice problem and set traps if needed.

## **BUILDING CODE / ADA COMPLIANCE**

### **• General Comments**

- Although some of the general building conditions do not meet current code, these installations are considered "grandfathered", so rework is not required to make them comply with the current code. However, remodeling could set off requirements which would necessitate these conditions to be brought into compliance. The extent to which upgrades must occur throughout the building is dependent on what percentage of the floor area is remodeled.
- The existing entrance vestibule is 5'-6" deep, current requirement would be 7'-0" minimum. Although increasing the size of this vestibule is unlikely, thought should be given to creating a more accessible entrance in another location if a remodeling project moves forward.
- Several door closers located throughout the building are at 74" above finished floor. This does not meet the current code requirement of 80". These can remain in place but as new work is completed they should be replaced.
- Current code would require lever style door hardware throughout the building. During our site visit a mix of hardware styles was noted.
- Although egress lighting and exit signage was noticed during our on-site visit its design would not meet current requirements and will need to be updated if areas are remodeled.
- Many of the doors throughout the facility are narrower than the currently required 32" minimum clear opening. Doors leading into storage or staff work areas are not as crucial but doors regularly used by the public should be expanded during a remodel.
- There is currently no restroom in the facility that meets the accessibility standards adopted by the building code. Problems noted on site include:
  - Undersized access into the restrooms and no provision for a wheel chair turning radius.
  - The size of the restroom does not provide the required clear floor space.
  - There is no pipe protection below the sinks.
  - Grab bars placement and type is inadequate.



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- Mirror is installed to high above finished floor.
- The clearance in the kitchenette is inadequate.
- Counter height in the kitchen is 36" current code would require 34".
- Door swings in hall 1 block egress path from the softener room.
- The provided electric water coolers do not meet current code provisions.
- **Conclusions / Recommendations**
  - The code deficiencies found on site are fairly common for a building of this age and as noted can remain in place until remodeling work begins. However, based on the public nature of the structure starting to correct some of these items would only benefit potential users.

#### **COMMENTS ON PROPOSED REMODELING - ARCHITECTURAL AND SITE**

Though the structure was found to be in good overall condition the original design and construction does not easily lend itself to being repurposed. Below are several key items that should be kept in mind while contemplating a remodel.

- The eastern portion of the building contains an arrangement of small rooms that are enclosed by solid masonry walls. The finished surface of these walls is either the original glazed brick or painted brick. Changes to these wall surfaces will be difficult to match and will stand out in the finished project. In addition, each wall is believed to be load bearing. This will make any changes to the current layout of these spaces more difficult and costly.

Keeping both of these facts in mind while preparing a new program of spaces for this portion of the building will help to keep construction costs down.

- The original reservoirs were not reviewed as part of this assessment. However, per the existing plans they are believed to be built of cast in place concrete with a pitched floor surface that is located several feet below the remainder of the building. Simply raising the floor to match the remainder of the building will not be possible without also raising the roof above. Relocating the buildings storage and mechanical rooms (or other similar non-public uses) into these spaces may be the best use of the space. A ramp could be provided within the room and connect to a new access opening.
- The original light well has been covered over and abandoned, access to this space should be provided during a remodel. As an alternative the space itself could be absorbed into an adjacent function.



- The existing public entry will be inadequate as additional public spaces are added to the building. Providing a new accessible entrance more centrally located in the facility should be reviewed as a part of a remodeling project. This new access point should provide internal access to the current community room, new community rooms, staff areas, and expanded restrooms.
- Existing doors that are less than 32" clear when open should be removed and widened at publicly accessed areas.
- Restrooms found throughout the facility are inadequate and non-compliant. New multi-stall restrooms should be planned for both men and women in a central location that can be accessed from all portions of the building.
- Based on the final program for the interior of the building expanded on-site parking and circulation paths may be required.

In summary, care will need to be taken when planning the proposed uses within this building. Anytime an existing room can be re-used without changing its size will reduce the amount of structural work required. This will in turn help to keep costs down.





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## **EXISTING CONDITIONS - PLUMBING**

### **SITE**

- **General Comments**
  - Due to concealed ceiling space, either spline or plaster ceilings, and insulation coverage in the attic space, minimal piping was exposed for evaluation. Existing drawings and site observations will be used to make the assessments of the existing supply, storm, waste and vent systems.
- **Exterior**
  - Two exterior hose bibbs located on the west face do not have any backflow protection. One is missing a wheel handle.
  - The third exterior hose bibb near the southeast corner, has a wheel handle and threaded on vacuum breaker.
- **Conclusions / Recommendations**
  - Replace broken exterior hose bibbs with code compliant hose bibbs.

### **DOMESTIC WATER DISTRIBUTION**

- **General Comments**
  - A four inch water main enters the facility on the south side off of Dauphin Street.
  - There is a one inch water meter tee'd off the four inch water service and a two inch distribution downstream of the meter with a one inch copper and two inch copper piped down below slab. The four inch is valved and capped after the tee to the water meter.
  - A majority of the copper supply piping is located below slab.
  - Exposed piping is painted and appears to be copper.
  - Older supply stops have clear plastic twist handles and are corroded.
  - Supply valves are not tagged.
  - Supply piping that is exposed in the garage area is uninsulated and painted with no labeling making it difficult to identify the systems.
  - Small repairs have been done in Pex tubing.
  - Some supply valves are corroded and operation is questionable.
- **Water Pressure**
  - Available water pressure after meter was gauged at 39 psi at 10:00am.
- **Conclusions / Recommendations**
  - Supply piping should be insulated and labeled to aid in maintenance of the system, especially the hot water supply.
  - Label supply piping downstream of Watts 9D backflow preventor serving boiler as "Non-Potable" per code.



## **SANITARY SEWER SYSTEM**

### **• General Comments**

- There is an existing eight inch cast iron sanitary sewer that is piped from the north through the building that exits the facility to the south to Dauphin Street. It is unknown what the eight inch sanitary from the north is/was serving.
- Per existing plans, sanitary sewer piping within building is cast iron.
- Additions and replacement piping have been done in PVC piping.
- The electric water cooler in the hall has PVC sanitary waste piping with a "studor" vent located within the adjacent closet.
- There is an exposed two inch galvanized sanitary vent stack on the south end , exposed in the attic space, that has a four inch cast iron vent thru roof penetration.
- Two catch basins in the garage area have been sealed and abandoned in place.
- Grated open pits in the old pump room have floor drains at the bottom that are rusted and have broken grates. Piping entering pit has been site cleared and capped within the pit.
- Vent thru roof penetrations are screened to prevent debris from falling in to piping.

### **• Conclusions / Recommendations**

- The existing sanitary sewer should be inspected prior to any additions or modifications done due to the age of the entire sanitary system.
- Any unused/abandoned sanitary piping located within the reservoirs should be site cleared and properly capped.

## **STORM WATER SYSTEM**

### **• General Comments**

- There is an existing six inch storm that exits the facility to the north.
- Storm conductors serving three roof drains appear to be cast iron. Piping is painted and not labeled.
- Areas that have gutter and downspout have the downspout connection to the storm disconnected and appeared to be plugged with concrete. Most of the downspouts were clogged with leaves and had ice formations at the outlet.

### **• Roof Drains**

- Roof drain grates are a combination of a formed stainless steel cage and a poly dome strainer.



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- **Conclusions / Recommendations**

- The existing storm sewer should be inspected prior to any additions or modifications done to it due to the age of the entire storm system.
- Clear downspouts and provide proper drainage.

#### DOMESTIC WATER HEATER

- **General Comments**

- A new 40-gallon electric water heater was installed August 2013.

- **Conclusions / Recommendations**

- Water heater condition and size is adequate for the fixtures it currently serves. Any additional fixtures in a remodeling may increase the required storage of hot water supply.

#### FIXTURES

- **General Comments**

- Water closets have been upgraded to the 1.6 gpf.
- The wall hung lavatories appear to be the original fixture with updates to the faucets and p-traps.

- **Toilet Rooms**

- Two individual restrooms serve the front portion used as the Community Center room.
- One toilet/shower room is located in the back portion of the facility.
- The shower has a missing floor drain grate.
- Water closets are 1.6 gpf floor outlet flush valve.
- One past storage room has been converted in to a small toilet room with a tank type water closet and wall hung lavatory.
- One water closet flush valve is located away from the open side of the water closet and does not meet ADA.
- The wall hung lavatories which have twist type or small lever handles do not meet the requirements for ADA.
- Lavatory p-traps have been replaced with pvc.

- **Water Coolers**

- One ADA wheelchair accessible unit is located in the hall adjacent to the Community Center Room.
- No accommodations are provided for 42-inch spout height for people with difficulties stooping or standing.
- One wall hung non-ADA electric water cooler located off the garage was unplugged but reportedly does operate.





- **Kitchenette**
  - A two-compartment stainless steel sink has a gooseneck spout and single lever handle faucet and vegetable side spray. The p-trap and waste piping is in pvc and connects to the existing galvanized steel waste piping exposed within the hole in the wall below sink. Efforts have been made to seal the open penetration with expanding foam.
- **Conclusions / Recommendations**
  - Provide updated/fully ADA accessible toilet rooms, one per gender.
  - Provide a dual height electric water cooler which will provide accessibility to all.

#### MISCELLANEOUS

- **General Comments**
  - It is believed that the existing reservoirs have piping remaining in them and possibly are full of stagnant water and sludge. Openings to the reservoirs are sealed shut.
- **Conclusions / Recommendations**
  - All abandoned piping (supply, waste, vent, and storm) that may be located within the reservoirs should be site cleared and capped properly at wall prior to any work being done in the space.

#### COMMENTS ON PROPOSED REMODELING - PLUMBING

The existing four inch supply may be acceptable for providing a combined fire protection/water service if it is decided to sprinkler the facility. Currently the facility is unsprinklered.

All new supply piping is recommended for remodeling/upgrading any of the areas due to the fact that the condition of supply piping located below floor is unknown. It also would make for easier maintenance of the system.

Existing waste and vent can be utilized for any additions or remodeling but it is recommended to have the existing system rodded and evaluated prior to any work.

Existing gutters and downspouts should be evaluated to decide if new gutters and downspouts should be provided for proper drainage of the sloped roofs.



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### **EXISTING CONDITIONS - HVAC**

#### **NOTE**

- Some installations indicated in the following conditions do not meet current mechanical code. These installations are considered “grandfathered”, if left alone. If replacement of “like-for-like” equipment and capacities are intended, the installation would be required to comply with code at time of original installation. However, renovations, alterations and additions in areas served by the existing installations will require compliance with the current code.

### **HEATING, VENTILATING AND AIR CONDITIONING SYSTEMS**

- **General Comments**
  - At an unknown date, the original boiler was replaced and a third zone circulating pump was added to the heating system. The original building’s heating system consisted of a single hot water heating boiler and two-zone circulating pumps serving cast iron radiators.

### **HEATING, VENTILATING AND AIR CONDITIONING**

- **Heating, Ventilating and Air Conditioning Systems**
  - Boiler system provides heat to three zones in the building.
    - One recirculation pump per zone controlled by electronic programmable thermostat.
  - Wall mounted air conditioning system in the community room.
    - The condensate drain for this unit is currently using a downspout to direct condensate away from the doorway which the unit is mounted above.
  - Prop style exhaust fan in community room exhausting air into the attic.
    - Attic is open to atmosphere through a cupola with louvers.
  - Fan coil air conditioning unit located in the attic serves the office. This unit provides cooling but doesn’t include outside air for occupant ventilation air.
    - Condensing unit located on the roof serves the fan coil air conditioning unit above the band office.
    - Condensate drain for air conditioning unit drains to flat roof on east half of building.
  - There is one gas meter located on the east side of the building near an overhead door.
  - The chimney appears to be in good condition.



- **Automatic Temperature Control**

- There are three heating zones in this building. Each zone has an electronic programmable thermostat which controls a circulating pump in the boiler room to provide hot water to radiators located in each zone. The office thermostat also controls the air conditioning unit that provides cooling to that office.

- **Condition/Deficiencies/Recommendations**

- The American Society of Heating, Refrigerating, and Air-Conditioning Engineers, Inc. (ASHRAE) estimates the median service life of various system components. According to ASHRAE, the following are service life estimates for the building's installed components:

HVAC Equipment and Components	ASHRAE Estimated Service Life Expectancy (Years)	Allouez Community Center Equipment and Components Age (Years)
Condensing Boilers	24	6
In-Line Mounted Pumps	10	6?
Air Handling (Air Conditioning) Units	25	17
Air-Cooled Compressor Condensing Units	15	17
Hot Water Radiation	25	70 (orig. bldg.)
Electronic Controls	15	6?

- The Owner can expect repairs to increase as the buildings installed components reach or exceed their estimated service life expectancy. If remodeling is planned in areas with system components that have far exceeded their estimated service life expectancy or they do not work properly, it is recommended to replace with new.
- Some installations indicated in the following conditions do not meet current mechanical code, these installations are considered "grandfathered", if left alone. If replacement of "like-for-like" equipment and capacities are intended the installation would be required to comply with code at time of original installation. However,





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renovations, alterations and additions in areas served by the existing installations will require compliance with the current code.

- Boilers and Hot Water Heating Pumps
  - The boiler serving this building is six years old and is in good condition.
  - The circulation pumps for the three zones are in good condition.
- Indoor Air Handling Units:
  - The fan coil air conditioning system for the band office appears to be in good condition. This unit is a cooling only unit and as such only runs for a portion of the year. This unit is 17 years old and is within its estimated service life expectancy.
- Air Cooled Compressor Condensing Units:
  - The unit serving the band office air conditioning unit is 17 years-old. It appears to be in good condition but the equipment has exceeded its estimated service life expectancy.
- Hot Water Radiation:
  - The hot water radiators in this building look to be original. Cast iron radiators are passive equipment and as long as they are not in a corrosive area or being damaged, they typically have a very long service life.
- Ceiling mounted exhaust fans:
  - In general, the design of the propeller style ceiling fan in this building is an antiquated system. We would recommend removing this exhaust fan if any remodeling projects were done in the near future. This is mostly due to the gravity damper that seals this fan off from the occupied space when it is not in operation. The damper does not provide a good seal from the outdoors and therefore is allowing excessive infiltration into the community room.
- Temperature Control:
  - There are three zones in this building that are controlled by three electronic programmable thermostats. There was no building automation system found during the facility condition assessment.



➤ Outside Air

- The current heating and cooling systems do not provide adequate outside ventilation air to the building to meet current code. The Wisconsin Building Code requires 7.5 cfm of outside air per occupant. The heating hot water system does not have the ability to provide outside air to the three zones that it serves. The air conditioning units serving the community room and the band office also do not provide any outside ventilation air.

**COMMENTS ON PROPOSED REMODELING – HVAC**

The current heating and cooling systems do not provide adequate outside ventilation air to the building to meet the current Wisconsin Building Code. These systems are currently "grandfathered" in and will be adequate if the building is left alone. If areas of the building are remodeled with the intent to be used as occupied or assembly spaces, the current system would need to be upgraded to provide outside air for the occupants.

Depending upon the amount of occupied space in any proposed remodeling, a rooftop air handling unit could be utilized to supply this building with adequate outside air. The east half of the building has a flat roof which could possibly work for the placement of a rooftop unit. The roof structure looks to be poured in place concrete and would need to be examined by a structural engineer to ensure that it could support a rooftop air handling unit.

The other option to provide adequate outside ventilation air to the occupied spaces would be to run ductwork on the interior of the building. Again, a structural engineer would need to verify that the walls could support having openings cut in them to route ductwork through.

The building could be divided into zones with variable air volume (VAV) boxes serving each zone. The existing boiler could be re-used to provide hot water for reheat coils on the proposed VAV boxes to provide better temperature control and air quality to the separate zones.



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**EXISTING CONDITIONS - ELECTRICAL**  
**GENERAL COMPLIANCE NOTES**

- Although some of the following listed items (described in detail) are not currently code compliant, some installations could be considered as “grandfathered”, so rework is not required to make current code compliant. Any areas remodeled would have to be code compliant.
- Building additions, modifications, and remodeling would require addressing these issues.
- Automatic lighting control
  - International Energy Conservation Code (IECC): Current energy code requires automatic lighting control (e.g. occupancy sensors, time switches).
- Interior Lighting Power
  - IECC: The total interior lighting power (watts) is the sum of all interior lighting powers for all areas in the building. The permitted interior lighting power density for this building type is approximately 1.1 W/ft<sup>2</sup>.
  - Various support area lighting (corridors, restrooms, etc.) appears to exceed this allowance; because some fixtures are 3-lamp, 4-lamp and 8 ft. T12 lamps. Any remodeling or addition will need to meet IECC requirements.
- Emergency Egress Lighting
  - NFPA 101 - Life Safety Code: The minimum, initial emergency illumination of the path of egress shall not be less than an average of one-foot-candle, and at any point, not less than 0.1 ft-candle measured along the path of egress at floor level. A maximum-to-minimum illumination uniformity ratio of 40:1 shall not be exceeded.
  - NFPA 101 - Life Safety Code: Current life safety code also requires emergency exterior lighting at building exits.
  - Existing building does not have emergency lighting along the path of egress.
- Short Circuit Coordination and Arc Flash Hazard Labeling
  - NFPA 70E - Standard for Electrical Safety in the Workplace: Standard's purpose is to provide a practical safe working area for employees relative to the hazards arising from the use of electricity. The employer is responsible to provide the safety-related work practices and to train the employee who then implements them.
  - Performing the short circuit coordination study and arc flash hazard analysis determines the arc flash boundary in front of the electrical equipment, the incident energy at the working distance, and the level of personal protective





equipment personnel uses within the arc flash boundary. Equipment labeling lists this information.

- Existing distribution equipment does not have Arc Flash Hazard labeling.

## POWER DISTRIBUTION

### • General Comments

- Original incoming service equipment (480V) is still in place but has been disconnected and internal parts removed. The newer incoming service panel is in very good condition. The two(2) existing branch panels are old and interior busbar does not match panel enclosure, voiding any UL listing.
- Many of the receptacles are mounted lower than the ADA requirement of 15-inches a.f.f. (above finished floor) to center of device.

### • Main Service

- Electrical Utility: Wisconsin Public Service Corporation.
- Main service: Capacity: 120/240V AC, 1-phase, 100A service.
- Manufacturer: Main Distribution Panelboard (MDP), as manufactured by Siemens Inc., has replaced the original building service panel, which remains in place but has been disconnected.
- Eight (8) spaces are available for additional breakers.

### • Branch Panel Boards (Panel 1A and 2B)

- Each branch panel is single phase and fed from MDP via 60A/2 pole breaker.
- Condition: Older and possibly outdated. Equipment is more than 40 years old.
- Both panel interiors are almost filled to capacity with only a few mounting spaces available for new breaker installation.
- Internal components are of a different manufacturer than flush mount coverplate and do not fit properly.
- Some of the internal conductors are exposed to public view, leaving energized components of Panel 1A within touch of unprotected persons.

### • Emergency Power

- Building does not have emergency power.
  - Typical emergency power or back-up system would consist of an indoor/outdoor combustible motor generator, fueled by either natural gas or diesel. Not code required.

### • Conclusions / Recommendations

- Electrical service appears to be adequate for the current needs of the facility. Any additions or major modifications would most likely require a service sizing upgrade and a three-phase system.



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- Site clear abandoned 480V equipment to create more floor space and clearance for any new electrical panels / equipment that may need to be installed.
- Replace existing electrical panels 1A and 2B.

## LIGHTING AND CONTROLS

- **General Comments**
  - T8 and T12 lamping, older fixtures with wall switches for control. Light levels appear adequate for function of the building.
- **Luminaires**
  - Pendant or surface mounted 4'-0" and 8'-0" linear, white in color.
  - Lamping: most areas are T8, 32W fluorescent lamps
  - Lamp Color: Varies, 3500K and 4100K, and are mixed throughout areas
  - A few fixtures have T12, 40W fluorescent lamps (garage area).
- **Exits**
  - White polycarbonate with red illuminated lettering.
- **Emergency Egress Lighting**
  - None
- **Lighting Control**
  - Single pole switching. No motion sensors installed.
  - Switches are installed above ADA requirement of 48" a.f.f. to center of switch.
- **Conclusions / Recommendations**
  - Upgrade all luminaires to T8 lamped fixtures. Set a standard lamp color for a future purchases (3500K or 4100K).
  - Upgrade lighting controls to automatic controls to meet IECC requirements.
  - Relocate light switching to meet ADA requirements.
  - Install emergency battery lighting units to meet NFPA 101 for illumination of the path of egress.
  - Provide new L.E.D. type exit signage.

## FIRE ALARM SYSTEM

- **General Comments**
  - No Fire Alarm Detection / Notification System is installed in building.
- **Conclusions / Recommendations**
  - Coordinate with the local AHJ (Authority Having Jurisdiction) / Fire Inspector to help determine if this type of system would be required for this buildings use.



## TELECOM / DATA SYSTEMS

- **General Comments**
  - Incoming service and termination panel are provided by Ameritech and are located in the south west room of the building. Main feeder appears to be approximately 25 pr. cabling.
- **Phone Board**
  - Surface mounted termination board provided by Ameritech appears to be outdated but serves the current needs of the facility. Four-lines of voice communication.
- **Conclusions / Recommendations**
  - System is outdated and an upgrade would be necessary for internet connection or any high-speed communications outside of the facility.

## SOUND SYSTEMS

- **General Comments**
  - There is no sound/ paging system installed in building.

## SECURITY SYSTEMS

- **General Comments**
  - There is no security system installed in building.
- **Conclusions / Recommendations**
  - Fire Alarm and Security Alarm systems can be combined into one central system and control panel.

## COMMENTS ON PROPOSED REMODELING - ELECTRICAL

The current single-phase electrical service may need to be upgraded to a three-phase service depending on additional loads created by any new HVAC equipment, kitchen equipment, water heaters, boilers, etc. Existing service is typical for a residential service. A new service would involve coordination with W.P.S. and installing a new distribution panel to backfeed the existing service panel. Any new loads would be fed from new distribution.

Existing branch panels 1A and 2B should be replaced and brought up to code and UL listing.

Emergency egress lighting units (battery) will need to be installed to illuminate the Path of Egress for public safety, per NFPA 101 Chapter 7.9.





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Fire Alarm system may be required depending on building classification and AHJ since building is not sprinklered. Minimal systems would include Control Panel, pull stations and notification devices at exits.

Existing phone service would need to be replaced with new fiber optic or CATV system if high-speed internet capabilities are required.



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## Allouez Community Center Report Summary



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Below is a prioritized summary of items found during our site visit and discussed in the preceding assessment. This list was prepared assuming that no major remodeling work would occur within the building. If a remodeling project were to proceed these items could be completed as a part of that project.

\* = code related item

### **High Priority**

Items that pose the highest risk to building occupants or to the building itself are considered a high priority. Work on these items should be completed as soon as possible.

- **Site**
  - Regrade around perimeter of building to ensure drainage away from building.
  - Clear downspouts and provide extensions to direct drainage away from the building.
  - Replace areas of asphalt that have experienced extensive cracking.
  - Patch, repair and reseal asphalt areas.
- **Architectural**
  - The concrete walls at the reservoirs should be repaired and should receive a fresh coat of paint.
  - The exterior brick walls should be repaired, the mortar joints tuck-pointed, and overall should receive a fresh coat of paint.
  - Metal coping should be added to the parapet walls above the concrete and brick walls once they have been repaired and painted.
  - Damage to the wood fascia should be repaired; heavily damaged sections should be replaced. A fresh coat of paint should be applied to provide a consistent appearance once the work is done.
  - The exterior access panel that leads to the hall between the reservoirs should be replaced with a more secure and operable panel.\*
  - A local pest control service should be contacted to review the potential mice problem and set traps if needed.
- **Plumbing**
  - Replace broken exterior hose bibs with code compliant hose bibbs.\*
  - Label supply piping downstream of Watts 9D backflow preventor serving boiler as "Non-Potable" per code.\*
- **Electrical**
  - Provide battery backup egress lighting.\*





### **Medium Priority**

The items listed as medium priority pose a lower risk than those above. Work on these items will improve the function and accessibility of the building.

- **Site**
  - Level the various walks and stoops around the building to provide flush transitions.\*
  - Replace walk between south and east parking areas, expand stoop leading into the old shop.\*
- **Architectural**
  - The wood door frame by the main entry should be repaired and both the frame and door should be repainted.
  - The exterior wall lights should be reinstalled to minimize the gap between the escutcheon plate and the wall.
  - The halls that lead to Toilet 1 and Toilet 2 should be cleaned out and maintained as toilet access only.\*
  - Existing interior door hardware should be replaced with lever style hardware to increase accessibility and provide a consistent look.\*
    - This should include new door closers that provide proper clearance below.
  - Update existing restrooms to provide maximum amount of accessibility.
    - Install lever handle faucets at wall hung lavs.
    - Provide proper pipe protection below lavs and other exposed areas.
    - Install lower and larger mirrors above lavs.
    - Provide vertical grab bars where there is space.
  - Repair or replace cracked floor tile in front vestibule.
- **Plumbing**
  - Provide a dual height electric water cooler which will provide accessibility to all.\*
- **Electrical**
  - Replace existing panels 1A and 2B, locations TBD based on remodel of building.\*
  - Provide Arc Flash Hazard labeling for electrical panels.\*
  - Improve interior exit signage\*.



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### **Low Priority**

Completion of low priority items will improve the aesthetic appearance or the convenience of certain building features.

- **Site**
  - Replace or repair the retaining wall.
  - Repaint and repair the site sign.
  - Patch low and damaged yard areas, plant grass seed.
- **Architectural**
  - All exterior door hardware should be replaced with lever handles.\*
  - Finishes throughout the building could be updated to provide a more modern and inviting experience. (This could include the doors as well.)
  - Repair plaster and repaint:
    - Front vestibule near door
    - Ceiling and walls in toilet 1
    - Pipe penetrations at toilet 2
    - Walls within storage 2
    - Walls within Office
    - Within Old Shop
    - Within Boiler Room
  - Remove and replace asbestos floor tile in vault.
  - Replace wood base trim in toilet 4 with vinyl.\*
  - Replace flooring within Office.
  - Clean and repaint concrete floors within:
    - Old Meter Testing
    - Storage
    - Old Shop
    - Boiler Room
    - Old Softener Room
    - Old Pump Room
  - A new swing door or access panel should be provided on the building interior to the Access Hall located between the reservoirs.\*
  - Replace casework in kitchen with ADA compliant 34" casework.\*
- **Plumbing**
  - Supply piping should be insulated and labeled to aid in maintenance of the system, especially the hot water supply.
- **HVAC**
  - Replace AC unit above door in community room and reroute condensate line.
- **Electrical**
  - Installation of Fire Alarm / Security system.



- Installation of occupancy sensors to control lighting, for energy conservation.\*
- Remove original and abandoned 480v electrical service equipment.
- Installation of a sound / paging system (if desired).

### **Complete as part of remodel**

Although the items included within this category could be completed at any time to improve the facility, they make the most sense as part of a remodeling project.

- **Architectural**

- The pump pit within the pump room should be abandoned and filled in and a concrete floor poured in place.
- A new swing door or access panel should be provided on the building interior to the Access Hall located between the reservoirs.
- Repurpose the abandoned light well.
- Remove and replace the kitchenette.
  - Brick wall below existing sink will need to be repaired.
- Remove locker platform in toilet 3.
- Remove concrete pads in:
  - Old Softener Room
  - Old Pump Room
- Widen the doorways.

- **Plumbing**

- The existing sanitary sewer should be inspected prior to any additions or modifications done due to the age of the entire sanitary system.
- Any unused/abandoned sanitary piping located within the reservoirs should be site cleared and properly capped.
- The existing storm sewer should be inspected prior to any additions or modifications done to it due to the age of the entire storm system.

- **HVAC**

- Remove propeller mounted ceiling fan within community room.
- Upgrade or replace system to provide required outdoor ventilation .

- **Electrical**

- Installation of new electrical service and distribution, based on new loads created by other trades.
- Installation of new telecom / data system.
- Install new lighting system that meets current energy usage requirements and has switching installed at ADA compliant heights.





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## Allouez Community Center Potential for Remodeling



Several factors need to be considered when deciding to move forward with a remodeling project. Often the two main points of discussion are cost and the potential benefit a project will create. However, in the case of the Community Center there is also the impact of the historic registry to consider.

All three of these topics are discussed below and while a specific recommendation on whether a remodeling project should proceed is not made, a solid foundation for discussion has been created.

### **Benefit of work**

As mentioned above, one thing to consider when looking at a remodeling project is whether enough benefit is derived from the changes and the cost to warrant the work.

In the case of the Community Center the main benefit would be increased use of the facility by area residents. To accomplish this the facility would need to be made more inviting and additional public space would need to be created.

To help in our understanding of what would be possible, a preliminary plan was created after a brief discussion with the Village. This preliminary plan is included in appendix 2 and is only meant to give a general idea of the type and size of spaces that could be placed within the building. In order to create a more responsive design a thorough understanding of space needs and project goals would need to be developed before beginning a remodeling project.

Based on this preliminary plan we would anticipate the following tangible results:

1. A new and enlarged ADA compliant entry area would be added.
  - a. This area could also serve as a waiting / sitting area.
  - b. This area has been located near the main parking area.
2. Non-ADA restrooms would be removed and centralized ADA compliant restrooms would be added
3. Several additional community meeting spaces would be added:
  - a. Small meeting room located in the water department locker room (approx. 220 sf)
  - b. Former garages can be one large meeting room or broken down into:
    - i. Small Meeting Room (approx. 205 sf)
    - ii. Medium Meeting Room (approx.. 390 sf) with a kitchenette
  - c. Large meeting room located in the old pump room (approx. 570 sf)
4. Occupant capacity within the main Community Room would be increased
5. An ADA compliant warming kitchen would replace the current kitchen set up.
6. Portions of the existing drive in front of the garages could be removed and converted into an outdoor space accessed from the new garage meeting rooms.



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7. Upgraded and more efficient mechanical / electrical / plumbing systems would replace the current systems.
  - a. These new systems would be sized to meet the new demand for the building and meet current code requirements.
8. New finishes throughout the building would be added.

As a result of the items above we would expect the following outcomes:

1. Increased use of facility
2. Improved visitor experience
3. Increased occupant safety through the improvement of life safety systems
4. Reduction in energy use

#### **Impact on historic registry listings**

Information in this category is from research completed on both the Wisconsin Historical Society and the National Park Service websites. Representatives from the Wisconsin Historical Society were contacted, but at the time of this writing no response has been received.

#### **Key Points / Project Impacts:**

- Placement on the state or national historic registry does not offer any protection to a structure.
  - A building owner may alter or modify their building in any way they choose.
  - However, work that affects the integrity of the buildings original design could result in removal from the registry.
- Insuring that historic status is maintained:
  - The Wisconsin Historical Society should be contacted early in the project.
    - They will be able to offer design guidance.
    - They will also review plans for adherence to their guidelines.
    - Overall they will help to insure that the buildings registry status is maintained.
- Impact of federal money
  - If federal money has been used or will be used on the building additional reviews will be required.
  - Work with the Wisconsin Historical Society as mentioned above becomes required.
  - The advisory Council on Historic Preservation may also need to review and approve the project.
  - This will add time to the project.
  - This could limit what is done to the building.





**Cost of work**

Remodeling costs can vary greatly based on the final design, selection of finishes, type of construction, building condition, etc. Therefore the following information only represents an opinion of probable cost and is based on other recent projects. As a more detailed plan is developed, a more accurate opinion of probable cost could be prepared.

- a. Probable cost per sf: \$90 - \$120
- b. Building size: 7,480 sf (approximately)
- c. Opinion of Probable Cost: \$705,600 - \$940,800



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## Allouez Community Center Path Forward



### Introduction

Below is one possible outline for a path forward to complete a remodeling project at the Community Center. This outline assumes a traditional Design – Bid – Build project delivery method. This is the most common method in which we work, however, that doesn't mean it is the only method in which we have successfully completed projects. Ultimately, the Village of Allouez will determine the delivery method based on what best fits the needs of the project.

### Path Forward

1. Engage an Architectural / Engineering team
  - a. After the decision is made to further investigate remodeling the Community Center, the first step would be to get an architectural / engineering team on board.
  - b. Once on board the architect will start to collect data and will:
    - i. Discuss the project with the Wisconsin Historical Society.
    - ii. Complete an existing building survey to document and draft the existing structure in detail.
    - iii. Meet with appropriate staff to help define a program of spaces and project goals.
2. Schematic Design
  - a. With the information collected above the architect will work with the Village of Allouez to develop a schematic set of documents to remodel the building.
    - i. This will include preliminary floor plans, site plans, and elevations where appropriate.
  - b. During this phase of the project the architect will continue communicating with the Wisconsin Historical Society for feedback and guidance on the intended design.
  - c. At the end of this phase a schematic opinion of probable cost would be prepared and presented to the Village of Allouez along with a schematic drawing set.
3. Design Development
  - a. Once a schematic design has been agreed upon and approved by the Wisconsin Historical Society, the architect and engineers will further develop the plan information to ensure that the design intent is feasible within the building.
  - b. During this stage, additional specialized testing may be necessary and could include:
    - i. Borings
    - ii. Asbestos Reports
    - iii. Phase 1 Assessments
    - iv. Structural Investigation





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- v. Invasive investigation of building components
- c. At the end of this phase a document set will be provided to the Village for final review and approval. This set will also include a revised opinion of probable cost.
- d. This review set would also be shared with the Wisconsin Historical Society to verify that the project is still on track for their final approval.
- 4. Construction Documents
  - a. Once the Village has approved the design development set, the architect / engineering team will complete the construction documents and finalize the needed approvals.
- 5. Bidding
  - a. When complete, the construction documents are sent out for bid.
  - b. During the bidding phase the architect and engineers will respond to questions and provide clarification.
  - c. After the bids are received the architect will review them with the Village.
- 6. Construction
  - a. During construction the architect is acting as your advocate and is:
    - i. Making regular site visits.
    - ii. Reviewing shop drawings from contractors.
    - iii. Answering questions as they arise.
    - iv. Ensuring that the project is being built per plans and specifications.



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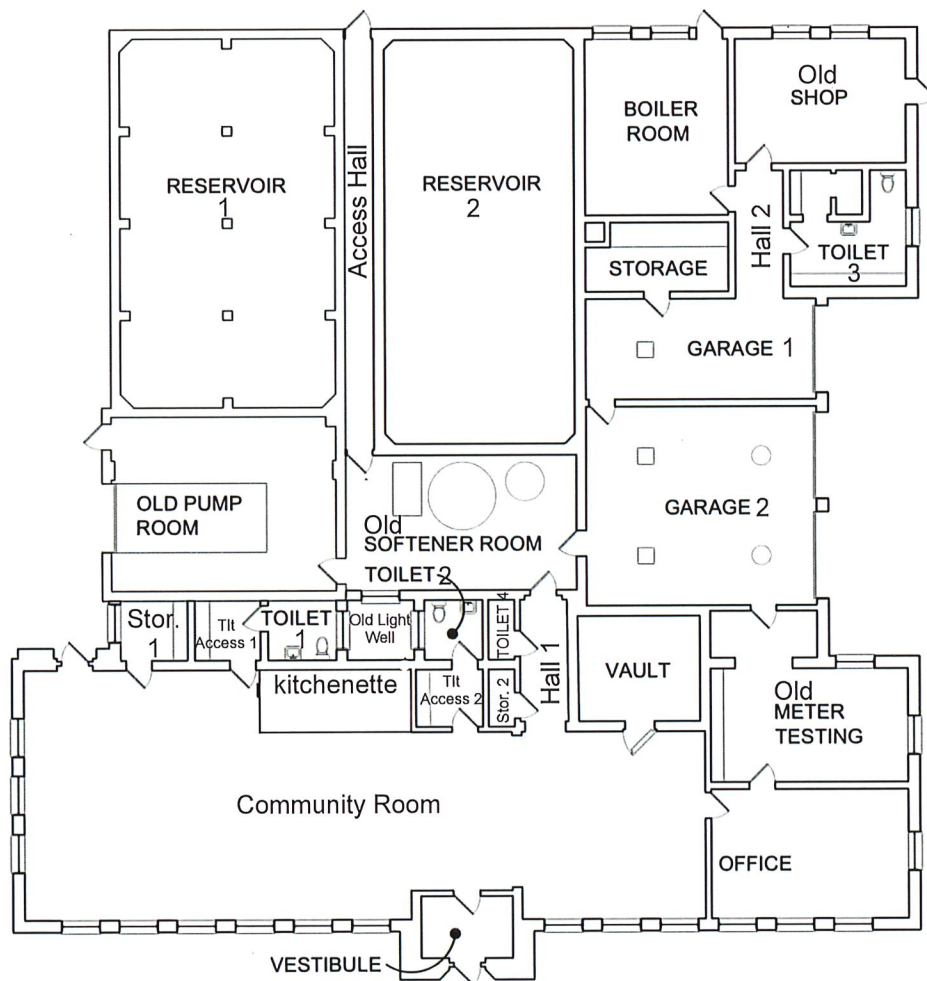
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## Allouez Community Center Appendix 1

design matters

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# ALLOUEZ COMMUNITY CENTER



## LEGEND

## SKETCH MAP



0 4 8 16 FT





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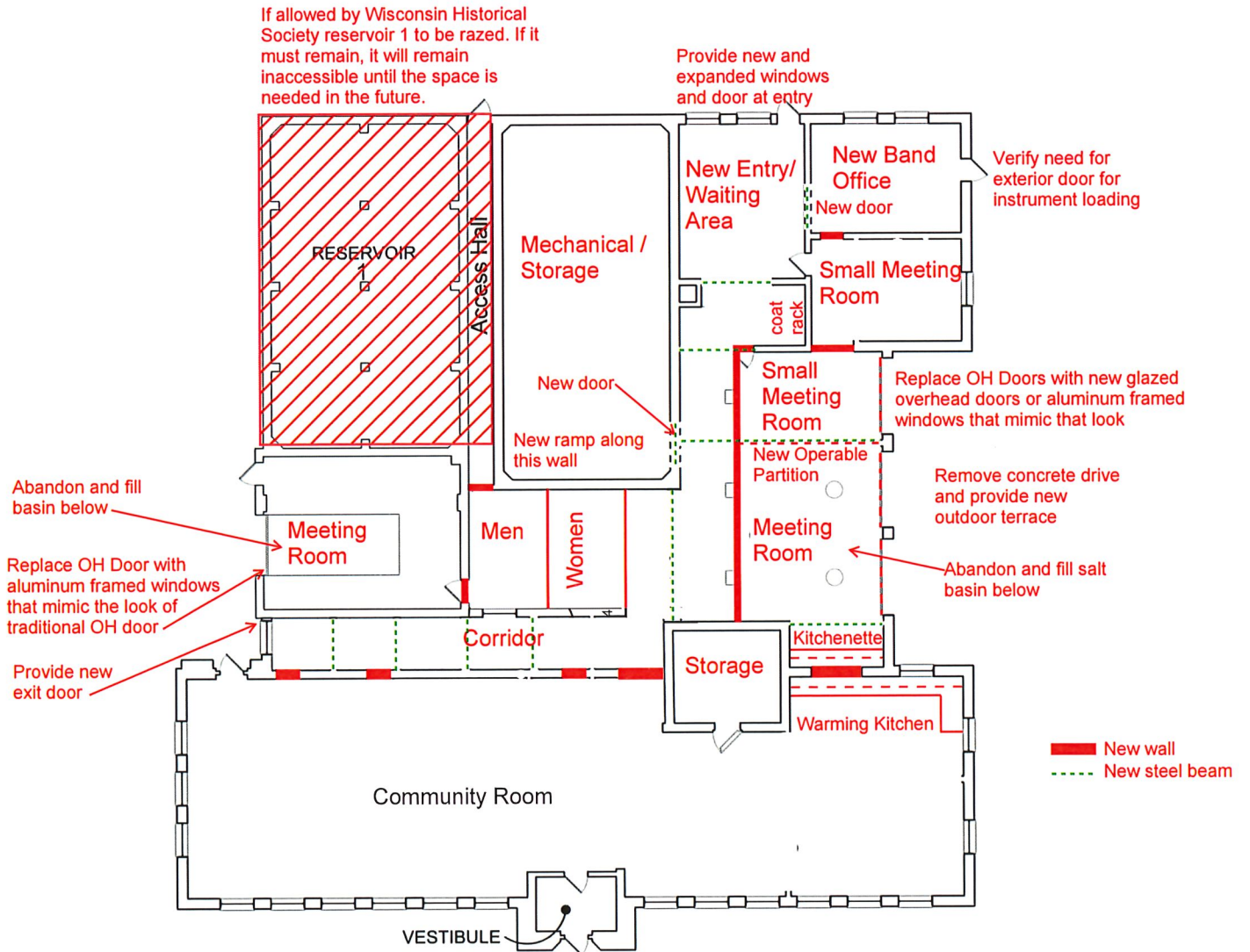
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## Allouez Community Center Appendix 2

design matters

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# ALLOUEZ COMMUNITY CENTER



## LEGEND

## SKETCH MAP



0 4 8 16 FT