

CRITERIA FOR EVALUATING NON-LIBRARY STRUCTURES BEING CONSIDERED FOR LIBRARY USE (A MORE DETAILED LIST):

1. Location

- Is the building centrally located and conveniently accessible to the largest number of people?
- Is it on a prominent site?
- Does it permit street level entrance?
- Is site large enough for expansion?
- Is it reasonably close to parking?

2. Existing Building—General

- Is it large enough to meet space requirements as specified in the written building program?
- Does the structure permit expansion?
- Can interior partitions be removed?
- Will upper floor(s) be essentially useless because of lack of accessibility and difficulty of supervision? (Will be the case almost 100% of the time; a building on more than one level should never be considered for a public library in Chesterfield County)
- Is the building structurally sound?
- Is it broken up by many large windows?
- Heating and ventilating system: Is it adequate?
- Are ducts and pipes badly located?
- Can air conditioning be installed?
- Is the building well insulated?
- Plumbing: Are pipes and fixtures adequate?
- Wiring: Is it adequate? Is it well insulated?
- Floors: Are they solid? Are they level? Will they carry the weight of bookstacks—that is, 150 pounds per square foot?
- Roof: Is the roof and roof drainage system in good repair? Are there skylights? Are the roof lines outdated?
- Foundation: Is it solid? Is it dry? Does it provide adequate support for heavy loads?
- Arrangement: Is the building cut up into too many small spaces? Are there load-bearing partitions? Are there reinforced concrete interior walls?

3. Existing Building—Exterior

- Is the masonry in good condition?

- Would the county consider tearing down the building?
- Is the building on any sort of Historic Register and, if so, what restrictions are involved? Could the exterior be completely changed?
- Does the building have high steps at the entrance?

#### 4. Building Codes

- Does the building meet the requirements of fire and other safety regulations?

#### 5. Handicapped Accessibility

- Is it possible to make the building handicapped accessible—and at what cost?

#### 6. Other

- Is the building conducive to remodeling?
- If the space being offered to the library is part of a combined-use facility, is the library space located on one end of that whole facility? Would it have its own entrance off the street? Would it have access to restroom facilities and meeting room spaces when the rest of the building is closed and the library is still open to the public? Is the entrance to the library space very visible from the street?