

Agenda
Animal Services Facility Planning Committee
January 22, 2007
5:00pm—6:30pm

Discussion Topics:

- Review of Animal Services program document
- Preliminary site observations and analysis
- Preliminary site plan/ masterplan
- Building adjacency diagram

Note: January 8, 2007 meeting notes are attached

Notable Upcoming Dates

February 12, 2007—6pm until 7:15pm, Southern Human Services Center—
Public Input session and sharing concept plan with County Commissioners

February 21, 2007—7pm, Chapel Hill Town Hall, Council Chambers,
Community Design Committee meeting

March 19, 2007—7pm, Chapel Hill Town Council Meeting



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Memo

Date: 01.17.07
To: Attendees
From: Dixon Weinstein Architects
Project: Orange County Animal Services Center

**Orange County Animal Services Center- Needs Assessment
Meeting Minutes - 01.08.07**

Attendees: Jeff Thompson, Pam Jones, Heather Lewis, Jim Compton, Ellen Weinstein, Laura Blackmon, Ellen Weinstein, Gwen Harvey, Lynn Rehm, Liz Garman, Bob Marotto, Craig Benedict, Jim Ward, Susan Elmore, Pat Sanford, Thom Freeman, Jim Sanford, Barry Jacobs, Moses Carey, Tony Whitaker, David Stoops, Adrienne Breaux.

- Heather Lewis from Animal Arts gave an introductory presentation describing the current trends in animal shelter design. She particularly described possible housing arrangements for dogs and cats.
- Heather led the group through a discussion to determine the needs of all user groups and spaces associated with the building. Animals, exotic animals, volunteers, outdoor spaces, staff, animal control, and the public were the main points of discussion. The wish list at the end of the document has been compiled from the groups input and from previous meetings with the Animal Services Advisory Board, shelter staff and animal control staff.
- Heather led the group through a spreadsheet describing the proposed program for the Animal Services Center. See attached document. This document was used to initiate a discussion to determine the animal capacity of the new facility. A building consisting of around 26,000 sf was the result of this exercise. In order to meet budget, the building needs to be 18,000-20,000 sf. Currently, the animal shelter, animal control and administration are in 3 separate buildings comprising of 15,000sf.
- To reduce square footage, possibly reduce court holds and make it flexible holding space.
- It was mentioned that the committee should look at staffing to determine the capacity of the shelter. Do not build so much that you cannot effectively staff the building. Others felt that additional capacity is important in disaster situations.
- Next committee meeting: January 22 @ 5:00.

- Orange County to set a date in the near future for a public meeting.

Architecturally distinctive/landmark

Building accessible to all citizens (ex: handicapped)
 Consideration to overall flow of building
 Natural light ***
 Make the shelter a destination, family outings, school groups, etc
 Shelter should be transparent - we have nothing to hide, we are proud of what we do

Site and Landscape:

Large open outdoor exercise pens for dogs
 Outdoor areas* (for the public)
 Distinctive landscaping
 Dog Park for community use and shelter dogs**
 Pond and Walking Paths
 Storage of a livestock trailer on site
 Outdoor Meet and Greet areas away from animal holding areas**
 Barn* 10 stalls with turnout paddocks and 2 wash/exam stalls and concrete floors
 Public art, perhaps on walking trails
 Control odors
 Interesting landscape

Public Areas:

Large open airy front lobby and customer entrance area
 Nice lobby - Inviting
 Front porch/ canopy
 Open and flexible space in lobby
 Two separate buildings for adoptions and intake
 Separate Entrance for adoption and intake**
 Separate Entrance for adoptions and reclaims**
 Private cashier area with attached accounting
 Night drop off** more area needed
 Public lost and found wall
 Tag kiosk in lobby
 Separate entrance/exit for reclaims
 Kiosk for frequently asked questions
 Public meeting space, maybe two spaces
 "soft places" for public and animals
 Reduce noise level
 Display describing mission of the shelter, history of organization, etc

Animal Housing General:

Separate areas of housing for each species with exercise and enrichment
 Multiple isolation areas by species
 Animals need exercise
 Natural daylight/maintain natural cycle

Adoption Area and Animal Housing:

Think of this as a retail environment, "sell" the animals, think about presentation
 Good lighting/natural lighting/cheerful
 Cat colony adoption room
 Cats - visible to public
 Dog socialization areas, behavior training
 Real life rooms with heated floors
 Meet and greet areas for cats and dogs****

Animal Control:

Separate intake for dogs and cats
 Separate ACO office space near bay area
 AC intake and processing separate from public intake
 Separate area for holding wildlife
 Area to disinfect trucks** perhaps outside
 Enclosed 3 bay drive through unloading area with remote control access and secure feature for loose animals*
 Separate locked housing area for quarantine/protective custody
 Evidence hold
 AC quarantine and evidence hold sep. from public and with security cameras
 Separate areas for exams
 Area for investigation materials
 Safety and security are key
 Adequate space to hold large and small scale seizures
 Break room/stress relief
 Secure office space for ACOs front and back

Other Animal Housing:

Kitten nursery
 Large animal holding area accessed from rear of building
 Dedicated spaces for reptiles and pocket pets, visible to public
 Dedicated space for wolves/large cats

Veterinary:

Good lighting in exam areas
 Surgical Suite*** with two tables
 Veterinarian
 Computer capabilities for laptops in veterinary clinic
 Treatment Room with wet tables and several stations
 Community vet clinic
 X-ray Area* with adjacent dark room
 Spay/neuter clinic in-house, less stress on animals, save cost of transport, etc
 Get vet school at NC State involved

Support and Staff Functions:

Separate exit for dog walker volunteers away from public areas
 Real life rooms for temperament testing
 Temperament testing room ** square in shape
 Employee break room** with full kitchen, need place with "silence"
 Overnight/on-call room
 Excessive storage*
 Separate room for office equip/supplies and files
 Centrally-located offices
 Grooming* with tubs and showers
 Lockers* separate male and female with showers
 Necropsy and specimen room
 Thoughtfully designed euthanasia room
 Laundry room* with multiple machines, ample storage and sep. of soiled and clean laundry (near animal holding areas)
 Separate food prep for all animal areas: adoption/iso and intake
 Cage Wash Room* with conveyor type washing machine
 Overhead hoses
 Minimize scoop and poop time and maximize time with the animals
 Loading dock with access to food storage room and walk in cooler
 Crematory/crematorium
 Euthanasia room
 Large conference room*
 Improved night drop
 Separation of volunteer/staff/public functions

Volunteer Functions:

Space for check-in/information

Separate entrance for dog walkers
Work space for volunteers

Materials and Systems:

- Well-designed HVAC
- Computer stations in or convenient to animal areas
- Sound proofing/ventilation that separate dogs and cats
- Generator
- Auto-opening doors
- Window coverings- how to cover
- Epoxy/seamless floors
- Adequate air flow/separation of air flow
- More hose bibbs
- Sanitary disposal of waste
- Address commitment to carbon reduction, sustainable, high performance building guidelines
- Very flexible building, master plan for future
- Rainwater collection/re-use
- Radiant heat in dog areas
- Ionized air and water
- Acoustical control

*Mentioned multiple times

END OF MINUTES

Animal Services Meetings

Draft

Design Committee Meeting	Hillsborough	January 22, 2007
Board of County Commissioner		January 30, 2007
We are able to combine this meeting with the one on February 12. Is there also a CDC meeting on February 7 or was I getting too ambitious with that one?		
Public Input Meeting/Concept plan review with BOCC		February 12, 2007
This meeting would begin at 6pm and end at 7:15, so the presentation would be fairly succinct.		
Community Design Commission	Chapel Hill Town Hall	February 21, 2007
Chapel Hill Town Council	Chapel Hill Town Hall	March 19, 2007
Chapel Hill Advisory Boards (multiple meetings)		May 2007
Orange County Planning board		May-June 2007
Board of County Commissioners		August 21, 2007
Chapel Hill Town Council Public Hearing	Chapel Hill Town Hall	September 2007