



FINAL REPORT

Courts Master Plan Study

September 2012



Table of Contents

Table of Contents

<i>Section 1 - History and Overview</i>	1-1
Circuit Courthouse	1-1
The General District Courthouse	1-2
The Levy Building	1-3
<i>Existing Conditions</i>	1-4
Circuit Courthouse	1-4
General District Courthouse	1-10
Levy Building (Town Hall – Levy Opera House)	1-11
<i>Projected Maintenance</i>	1-12
<i>Section 2 - Population and Case Filing Analysis</i>	2-1
Historic and Projected Population Estimates	2-1
Future Caseload Estimates	2-3
Future Staffing Requirements	2-8
<i>Summary of Estimated Future Staffing</i>	2-13
<i>Section 3 – Architectural Space Program</i>	3-1
<i>Overview</i>	3-1
<i>Grossing Factors</i>	3-1
1.000 Building Entrance and Lobby	3-4
2.000 Clerk Areas	3-4
3.000 – Court Sets	3-6
4.000 – Security and Holding	3-10
5.000 Court Services/Probation	3-11
6.000 Commonwealth’s Attorney	3-12
7.000 – Building Shared	3-13
<i>Section 4 – Option Development</i>	4-1
<i>Downtown Option</i>	4-2
Overview	4-2
Historic Courthouse	4-2
Levy Building	4-7
Design Challenges	4-11
Costs	4-11
Pros	4-11
Cons	4-12
<i>COB-McIntire Option</i>	4-13
Design Challenges	4-15
Costs	4-15



Table of Contents

Pros _____	4-15
Cons _____	4-15
<i>Green Field Site Outside City Limits Option</i> _____	4-16
Design Challenges _____	4-17
Costs _____	4-17
Pros: _____	4-18
Cons: _____	4-18
 <i>Section 5 – Recommendations</i> _____	 5-1
<i>Court Storage Report</i> _____	5-1
<i>Urgency for Determining Long-Term Direction for Courts</i> _____	5-1
<i>Additional Information Gathering Steps</i> _____	5-2
<i>Timeline to Action</i> _____	5-3
 <i>Section 6 – Appendix</i> _____	 6-1



Section 1 – History and Overview

Section 1 - History and Overview

The Albemarle County courts complex consists of the Circuit Courthouse, the General District, the Levy Building and the recently renovated/expanded Juvenile and Domestic Relations Court. Located in the Court Square area of Charlottesville, the courts complex is roughly bounded by High Street to the north, Jefferson Street to the South, Park Street to the east and 4th Street to the west. Organized around a public park or green and surrounded by 19th century brick structures, the complex is a part of the Charlottesville Albemarle Courthouse Historic District and is listed by the National Park Service on the National Register of Historic Places. These court facilities are also proximate to the City of Charlottesville's Circuit and General District courts, which are located in separate facilities on the other side of Court Square.

The first court was organized in 1744 with Joshua Frye as president and with five magistrates and continued as a magistrate system until roughly 1850. In 1761, Dr. Thomas Walker offered a 50 acre parcel of land for the site of a new courthouse. In 1762, the General Assembly passed a law establishing this 50 acre site as a new town, Charlottesville. Work on the new courthouse, located approximately where the Confederate monument is sited, was completed in 1763. Construction of the courthouse stimulated other economic activity, and soon the Eagle and Swan taverns were soon constructed nearby. The court square was enclosed in 1792, establishing the general boundaries of the current precinct. It is interesting to note that in addition to being the site where three United States Presidents served as magistrates or practiced law, the courthouse served as the only polling place for over 100 years.

Circuit Courthouse

By order of the court, it was determined that a new courthouse was necessary and the core of the current historic courthouse was constructed in 1803, replacing the 1763 wood frame structure. Modeled on the Henrico County Courthouse, the new courthouse served as a community meeting space and was shared by local denominations as a church (until the construction of Christ Episcopal in 1825) in addition to providing space for legal proceedings. Jefferson attended church services in this structure and is said to have coined the term "common temple" to describe its civic role. The courthouse is said to have served as a meeting place for the University of Virginia Board of Visitors until the Rotunda was ready for use in 1826. The cost for the new courthouse was five thousand dollars. The courthouse was upgraded with various improvements, such as bars on the office windows (1807), cupola repairs (1815), lightning rods (1818) and a new tin roof (1825) and an interior renovation in 1849.

In 1859, George Spooner contracted for the construction of an addition to the courthouse. The addition was designed by William A. Pratt, the former Superintendent of Buildings and Grounds at UVA and consisted of a two storey structure oriented at right angles to the existing structure. The addition was flanked with towers and was similar in appearance to structures at the Virginia Military Academy with its



Section 1 – History and Overview

exterior clad in stucco and with door and window detailing of similar design. It appears that the original structure was painted presumably to more closely coordinate with the new stucco addition. The cost for this addition was nine thousand four hundred dollars.

In the 1870s the towers and much of the detailing were removed and the current portico and Ionic columns were constructed. The stucco finish and the detailing around the entry and the window directly above were still retained at this time and appear in historic photographs of the courthouse

The courthouse remained in this configuration until 1938, when Grigg & Johnson undertook a renovation. The stucco exterior was covered with a brick veneer closely matching the brick of the 1803 structure, detailing around the entrance and the window above were modified to more closely match the 1803 structure. The paint was removed from the 1803 structure and the courthouse achieved its current appearance. During this renovation, some renovations and upgrades were made to the interior including new seating and wall and floor finishes.

In 1940 Milton Grigg undertook renovations to the north (1803) structure although the scope of that effort is not clear. The courthouse was renovated in 1964 by the firm of Johnson, Craven, Gibson and again in 1986. The 1986 renovation included the construction of a sallyport at the lower level of the General District Courthouse and a connecting hyphen between the Circuit Courthouse and the General District Courthouse.

Currently the Circuit Courthouse contains the Main Courtroom (Courtroom No. 1), Judge's Chambers, Jury Assembly Room, Lawyers' Conference room, Bailiff's Office, Conference rooms (2), Security Station, and restrooms on the first floor and Alternate Court Room (Courtroom No 3), Judge's Chambers, Jury Assembly and Jury restrooms on the second floor.

Vertical circulation in the Circuit Courthouse is by means of a single stair.

The General District Courthouse

Constructed as part of the 1938 renovation of the Circuit Courthouse the General District Courthouse is a three storey structure with a basement level opening up onto High Street. The courthouse was renovated in 1986 into its current configuration with smaller modifications made as various needs developed.

Currently the General District Courthouse contains the Commonwealth's Attorney offices, holding cells and mechanical equipment rooms at the basement level, General District Courtroom (Courtroom No 2), Judge's Chambers, a small Hearing room (previously the Witness Room and Lawyers' conference room), the Clerk of the General District Court, Public Lobby, Security Station, restrooms and vestibule/airlock on the first floor.



Section 1 – History and Overview

A hyphen connector between the General District Courthouse and the Circuit Courthouse opens onto the lobby outside the General District Courtroom. This space provides access from the sallyport and holding cells on the lower level of the general District Courthouse to either the Circuit or General District Courts. This space also serves as a communicating corridor between the two buildings. The second floor contains the Clerk of the Circuit Court offices and provides facilities for historic and current record storage, Deed Index, Law and Chancery Files, service counters and research areas as well as restrooms and support spaces. The third floor contains Judge’s Chambers and associated library, clerk and secretarial spaces as well as restroom, storage and mechanical spaces.

Vertical circulation in the General District Courthouse is by either a stair or a single elevator, both of which are accessible to the public. The stair also opens to the exterior on the west side of the building at the courtroom level.

The Levy Building

The 1850 session of the General Assembly authorized construction of a Town Hall to be located northeast of the courthouse. Constructed 1851, this tall Classical Revival building was designed to seat 600 on movable benches and had a balcony. The Town Hall was the center of cultural entertainment, association events, and meeting for the area and its proximity to Richmond by rail facilitated a wide range of entertainment. The first documented opera was held in the building in 1861.

In 1887, Jefferson M. Levy, then the owner of Monticello, purchased the Town Hall, renovated it and opened it as the Levy Opera House in 1888. The renovated opera house featured a new larger stage with rigging to fly sets, an orchestra pit with dressing rooms below, a sloping “theater style” floor and a horseshoe gallery accessed by a pair of stairs on each side of the entrance. The Opera House continued serving as an entertainment facility until approximately 1912.

The Opera House apparently stood vacant for some time as other theaters took over its place as an entertainment venue and motion picture technology replaced stage performances. The Opera House changed ownership and at some time was renovated and became the Parkview apartments. Paralleling the decline of the urban center of Charlottesville the apartments were converted into rooms to be rented to men on subsistence.

In 1972, the Perry Foundation acquired the structure, ostensibly to prevent its demolition for the construction of a service station. In 1977, a group of civic leaders formed the Town Hall – Levy Opera House Foundation with the intention of purchasing the Opera House and undertaking its adaptive re-use. At this time the federal courts were housed in the Post Office Building on Market Street and the County was seeking to purchase the Post Office for the Jefferson Madison Library causing the General Service Administration to seek quarters for the courts. Discussions proceeded between GSA and the Town Hall - Levy Opera House Foundation, and architects were retained to develop renovation plans. Complications in



Section 1 – History and Overview

the planning and financing ultimately led to the GSA seeking other accommodations for the growing federal office needs, and the Perry Foundation demanded return of the property.

In 1981, the Hedgerow Corporation purchased the Opera House from the Perry Foundation and announced plans to renovate and add to the building to create a data processing center for Michie/Bobbs/Merrill. The project was completed and dedicated in 1987.

The Opera House was subsequently purchased from the Hedgerow Corporation by the City and the County for \$5.38 and has served a variety of uses. In 2002 the Opera House was renovated to provide temporary facilities for the Juvenile and Domestic Relations Courts during the renovation of their facility on High Street. Currently a portion of the modern addition is being used for document storage by the Clerk of the Circuit Court. The remainder of the building is “mothballed” until a suitable use can be identified.

Existing Conditions

The team visually inspected the Circuit Courthouse, General District Courthouse, and the Levy Building during the course of this planning effort. As the County had recently (2011) commissioned a facilities survey and evaluation for the Circuit and General District Courthouses, the inspection was general in nature and did not involve detailed physical inspection or testing. As a result, the inspection focused more on operational issues and their relation to the physical plant.

Circuit Courthouse

The 2011 survey noted that the general condition of the exterior envelope was good with some degradation of brick consistent with the age of the structure. The existing roof system was noted as generally being in good condition as well. The report noted that limited provisions for the mobility impaired were available which, again, is not surprising given the age of the structure, upgrades to the restrooms were recommended. Life safety systems were found to be basic but some attention was needed in terms of the operation and maintenance of fire rated doors and frames, again since these systems are over 25 years old some maintenance/replacement should be expected. In terms of building systems, the general observation was that most of the 1986 era systems are approaching the end of their designated service life and planning for replacement should be given consideration. Notable among those systems was the recommended replacement of the air handler unit and distribution ductwork serving the courthouse. Presumably the control systems would be upgraded simultaneously with the air handler replacement. Interior painting and replacement of carpet were also recommended.

Operationally, deficiencies noted were generally grouped around circulation, building security, and space allocation. While each of these may be considered a separate element, the relationship between them is significant.



Section 1 – History and Overview

In terms of circulation, it was noted that there is only the basic separation between defendants, judges and the public circulation paths. Currently the judge must travel from the chambers on the third floor of the General District Courthouse through the hyphen connector and into the Circuit courtroom. This path utilizes a public stair or elevator, crosses the public circulation path in the General District Courthouse as well as the inmate circulation path coming up from the sallyport or holding cells. Security for the judge is provided by an escort team from the Sheriff's Department. Recommended practice is to separate each of these users into distinct and secure circulation systems for the safety and security of each group.

Building security presents another issue. The primary public entrance opens into a vestibule which is staffed by security officers and is equipped with a magnetometer for metal detection. Side doors on the east side of the building appear to be secured in a manner to prevent entry from the outside and still allow the doors to be used for emergency egress. On the west side of the building, a door provides access for the mobility impaired by way of a ramp system and also serves as access for potential jurors assembling for jury selection. Given that the first floor jury assembly room is small, potential jurors must line up outside as they are checked in creating a congestion point. Once inside the door, access is available to the corridor leading to the hyphen (inmate and judge access) as well to the stair and the courtroom and jury room on the second floor.

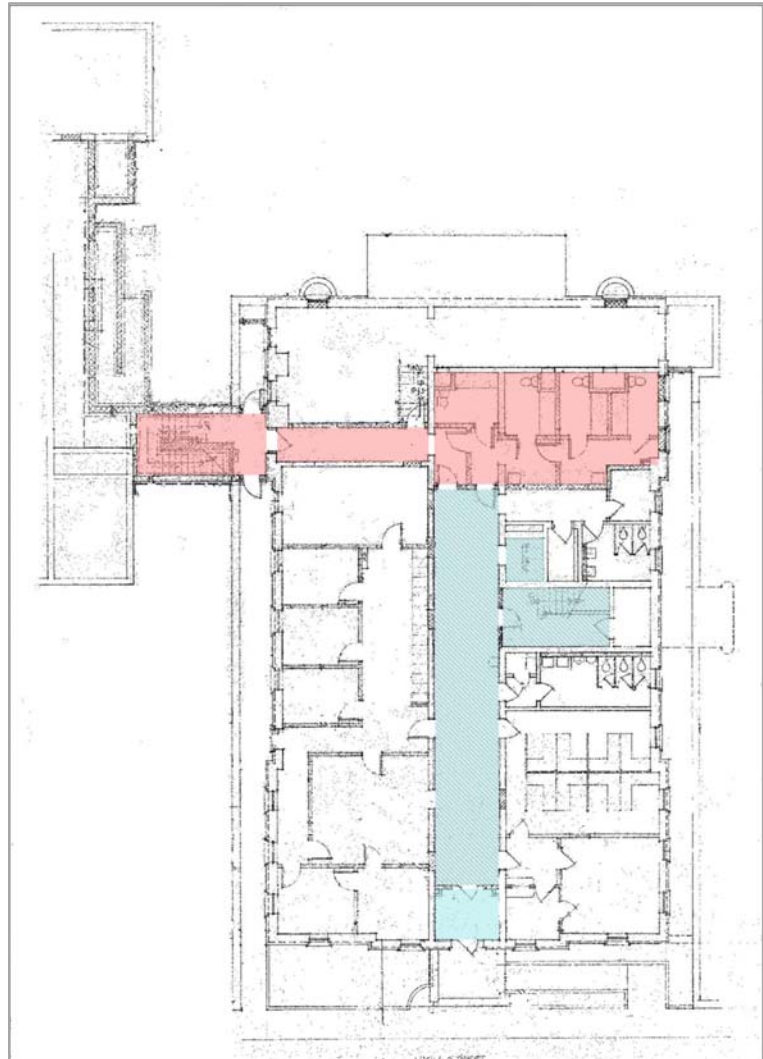
As noted above, space allocation is also an issue, particularly as it relates to spaces for jury assembly and access for the mobility impaired.

Circulation paths in the circuit and general district courthouses are shown in the images on the following pages. Public or open access circulation is indicated in blue; secure (judge and prisoner) circulation is indicated in red. No color is applied to areas which can be accessed equally by anyone. These images illustrate the fragmented nature of the paths of circulation, the limited public waiting areas, and the distinct operations at the two separate buildings.



Section 1 – History and Overview

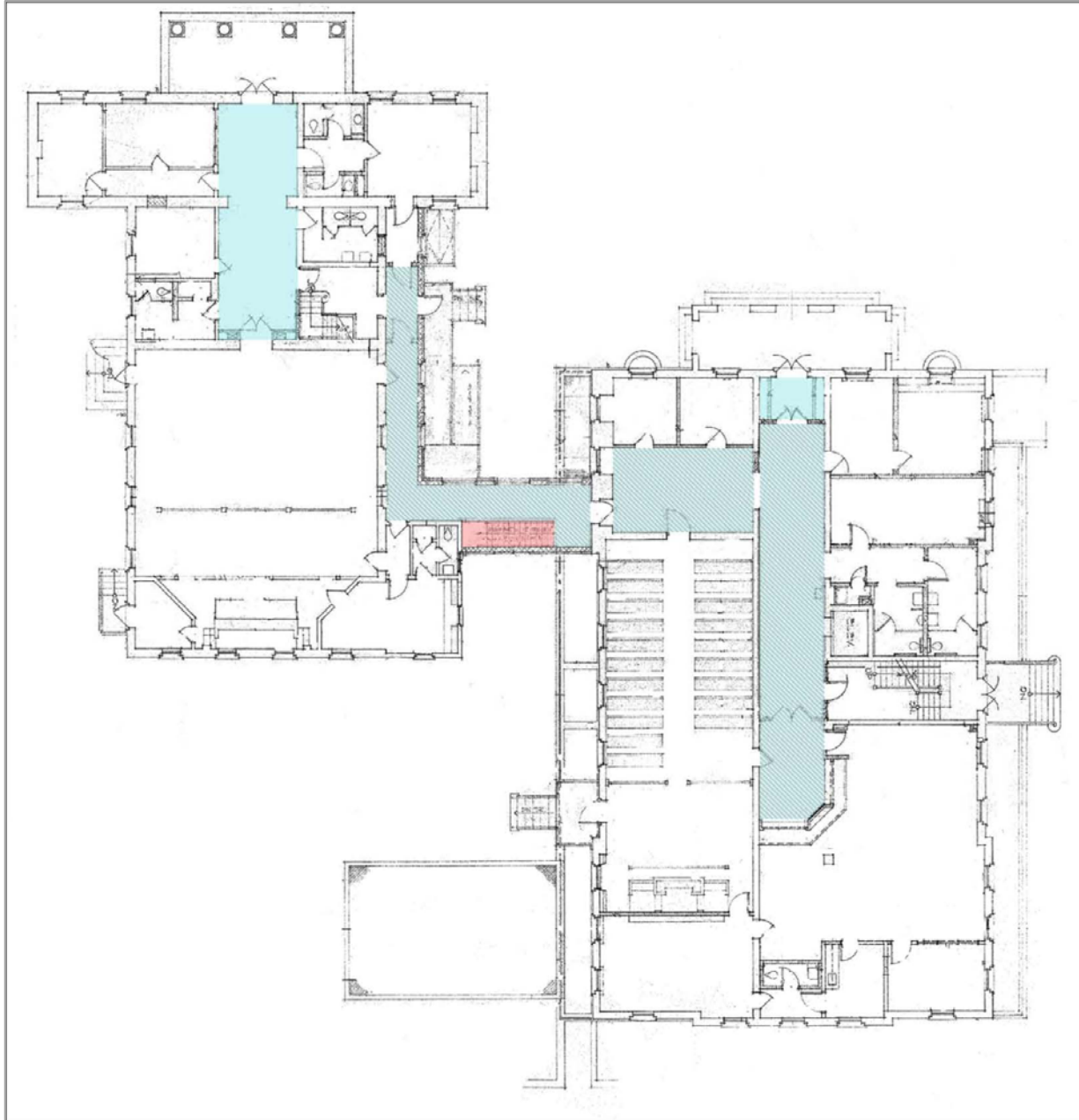
Figure 1 – Historic Courthouse – Basement (Circuit Court)





Section 1 – History and Overview

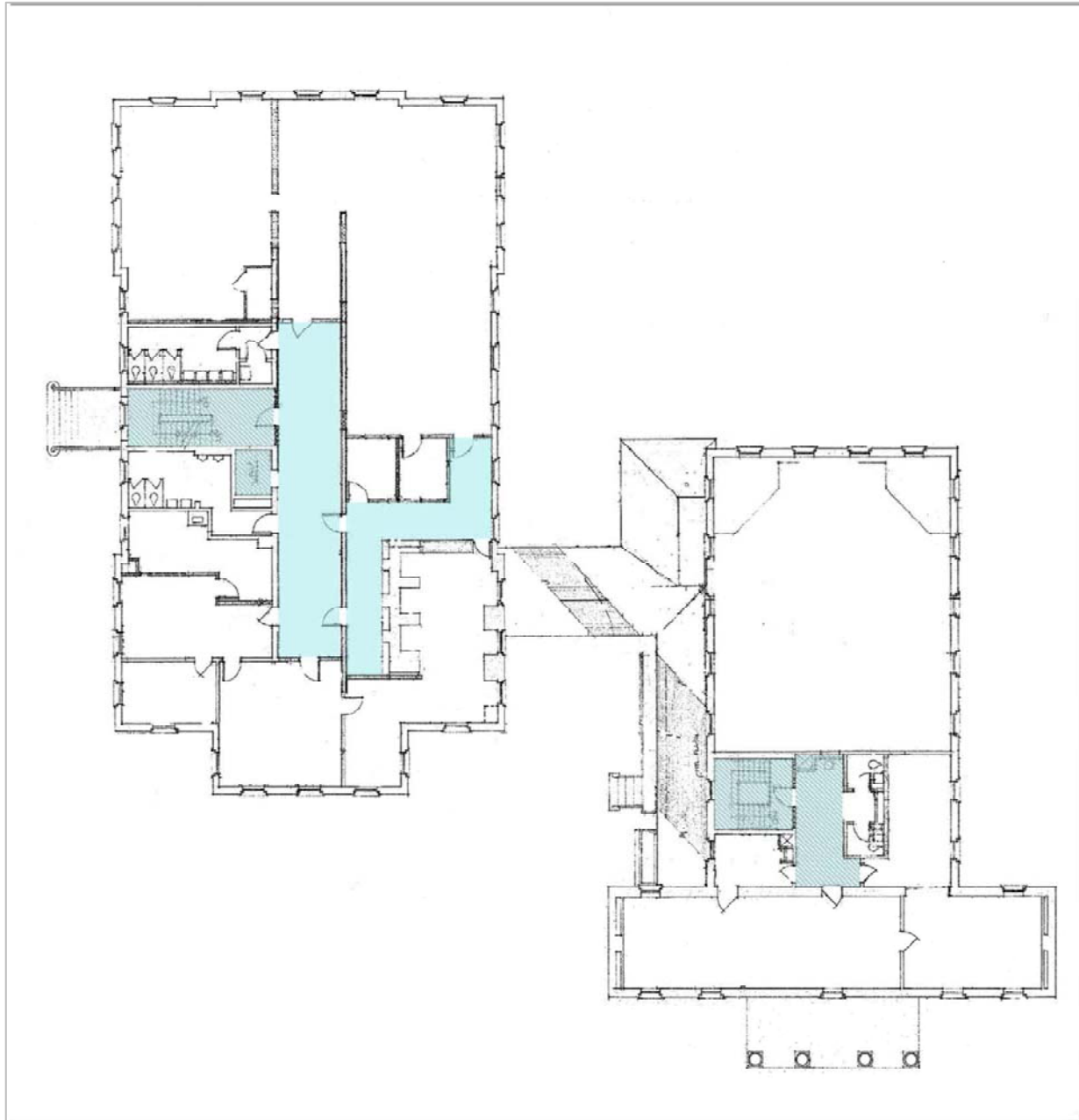
Figure 2 - Historic Courthouse - Second Floor (General District [L] and Circuit [R])





Section 1 – History and Overview

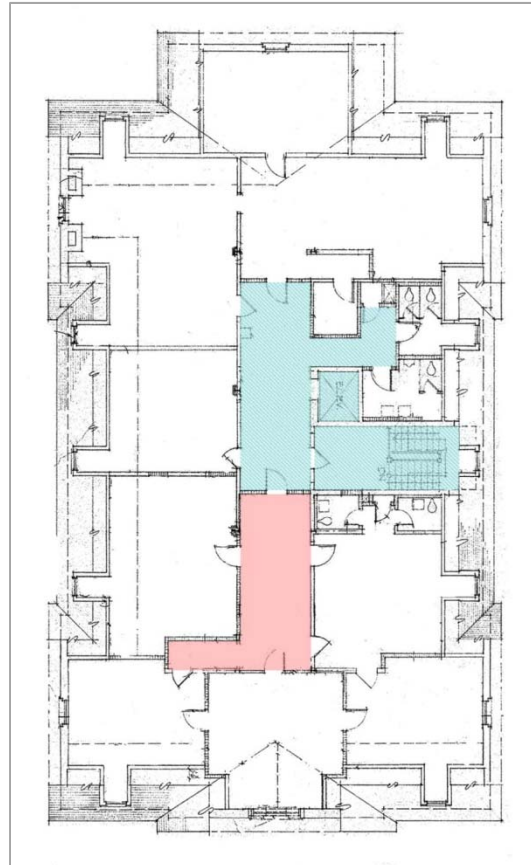
Figure 3 - Historic Courthouse - Second Floor (General District [L] and Circuit [R])





Section 1 – History and Overview

Figure 4 - Historic Courthouse - Third Floor (Circuit Court)





Section 1 – History and Overview

General District Courthouse

As with the Circuit Courthouse, the 2011 survey noted that the general condition of the exterior envelope was good with some degradation of brick consistent with the age of the structure. The existing roof system was noted as generally being in good condition. The report noted that limited access and provisions for the mobility impaired were available which, again, is not surprising given the age of the structure, upgrades to the restrooms were again recommended. Life safety systems were found to be basic and some attention was needed in terms of the operation and maintenance of fire rated doors and frames, again since these systems are over 25 years old some maintenance/replacement should be expected. Additional issues of impaired operations were noted such as flammable items stored in egress corridors and in mechanical spaces, knob style latching devices on fire rated doors, and deficiencies related to the HALON fire suppression system. In terms of building systems, the general observation was that most of the 1986 era systems are approaching the end of their designated service life and planning for replacement should be given consideration. Notable among those systems was recommended replacement of the air handlers, ductwork distribution, and air intake systems serving the courthouse. Presumably the control systems would be upgraded simultaneously with the air handler replacement. Interior painting and replacement of carpet were also recommended.

Operationally, deficiencies noted were generally similar to the Circuit Courthouse, i.e., circulation, building security, and space allocation. Given the additional operations of the Clerk of the Circuit Court and the Clerk of the General District Court, a higher level of use by the public tends to exacerbate circulation and security issues.

In terms of circulation, there is little separation between judges and the public circulation paths. Currently the judge must travel from the chambers on the third floor of the General District Courthouse through the hyphen connector and into the Circuit courtroom. This path utilizes public stair or elevator, crosses the public circulation path in the General District Courthouse as well as the inmate circulation path coming up from the sallyport or holding cells.

Building security presents another issue. There are multiple access points to the courthouse either through the High Street entrance to the Commonwealth' Attorney offices, at the south (main) entrance, or on the west side of the building accessing the public stair. The High Street and south entrance open onto public corridors each of which has access to the public stair or elevator. There are no security provisions at any of the exterior entrances. Security for the General District Courtroom is provided by a security station equipped with a magnetometer at the entrance to the courtroom.

With the higher level of public traffic, space allocation is more of an issue particularly in the General District Courthouse than in the Circuit Courthouse. For the public, there is very little space available for people waiting for their case in the courtroom. These people must either wait in the courtroom or gather



Section 1 – History and Overview

in the public corridor. For the public transacting business with either of the Clerks, the path to the service counters crosses the public waiting for their case. For the Clerks and their staff there is a real shortage of archive storage space. This seems to be less of an issue with the Clerk of the General District Court, where a purging protocol allows the volume of records in long term storage to be managed. For the Clerk of the Circuit Court, the need for archiving of records is much greater. Additionally, the historic nature of some of the documents to be archived places an enhanced need for storage with proper environmental controls and enhanced security.

Levy Building (Town Hall – Levy Opera House)

As noted in the discussion above, the Levy Building has undergone a variety of modifications in its trip from an entertainment venue, to an apartment building, to an office/data center to a temporary facility for the Juvenile and Domestic Relations Courts. Currently, most of the building is “mothballed” awaiting a determination of a suitable re-use for the structure and site.

Basically, the Levy Building consists of two structures, the historic structure at the corner of Fifth Street and High Street (circa 1851), and the addition completed in 1987 for the Michie/Bobbs/Merrill data processing center located east of the historic structure and extending perpendicular toward the south.

As noted above the Levy Building was renovated in 2002 to provide temporary facilities for the Juvenile and Domestic Relations Courts (JD&R). This renovation included creation of hearing rooms, waiting spaces, offices and associated support spaces. It also involved the creation of secure holding facilities including a vehicle sallyport constructed on the south side of the historic structure at the connection to the 1987 addition. Once the JD&R Courts were completed, it appears that a portion of the 1987 addition may have been used for offices for city or county departments. Once these occupants left, the building was essentially closed and the environmental systems were either shut off or reduced in operation, presumably to save on operational cost.

Recently, a portion of the lower level of the 1987 addition has been utilized for the storage of records from the Clerk of the Circuit Court’s office. This effort essentially involved the installation of metal shelving and the transfer of files in bulk to these spaces. At the time of our inspection, no environmental control systems or environmental monitoring were in place and the files appeared to be in the process of being organized and cataloged. At some recent point, the fire sprinkler system developed a leak and a good portion of the 1987 addition was soaked. The leak was repaired and portions of the gypsum board walls were removed to open up the wall cavities in an effort to aid in the drying of the building.

In terms of building condition, the building envelope and basic structure of the historic structure appears to be sound, with no evidence of settlement or failure. The building systems are of a similar vintage as those in the Circuit and General District Courthouse and may be assumed to be near the end of their projected services life. The 1987 addition likewise may be expected to have systems that could be



Section 1 – History and Overview

approaching the end of their service life. Additionally, with the inundation from the sprinkler system, there may be additional environmental issues requiring remediation before the addition could be put back into service. It is also our understanding that some deferred maintenance is still outstanding on the building.

Projected Maintenance

Based on information provided by the County projected maintenance costs for the Circuit and General District Courthouses for the years FY13/14 through FY21/22 are as follows:

FY 13/14	\$198,511
FY 14/15	\$381,076
FY 15/16	\$ 82,756
FY 16/17	\$105,003
FY 17/18	\$143,911
FY 18/19	\$484,965
FY 19/20	\$100,084
FY 20/21	\$385,755
FY 21/22	\$128,987
FY 22/23	\$ 0

These costs total to \$2,011,012 and average \$201,101 per year. On an annual basis per square foot the maintenance costs for both buildings would be approximately \$6.70 per year per square foot.

The Levy Building is currently in a “mothballed” status with operational costs reduced to a minimum. County projections for costs are as follows:

Foundations	\$141,831
Exterior Enclosure	\$732,736
Roofing	\$74,259
Interior Construction	\$325,543
Stairs	\$194,622
Interior Finishes	\$530,371
Conveying	\$413,528
Plumbing	\$131,977
HVAC	\$545,504
Fire Protection	\$129,513
Electrical	\$787,990



Section 2 – Forecast – Caseload and Staff

Section 2 – Forecast – Caseload and Staff

Population and Case Filing Analysis

Staffing and space needs for the courts are strongly related to the staff workloads, therefore historic and projected County populations as well as historic case filing trends in the Circuit and General District Courts were analyzed to establish a possible future range of new case filings being entered into the court by year 2030.

Historic and Projected Population Estimates

The 16th Judicial District is composed of nine court locations – Albemarle, Culpeper, Fluvanna, Goochland, Greene, Louisa, Madison, Orange, and Charlottesville, with Albemarle County physically surrounding the city of Charlottesville. Because Albemarle County surrounds the city of Charlottesville, there is a possibility of city residents affecting the number of new cases being entered into the county and subsequent court staff workload. Because of this, the project team will look at two population sets – Albemarle County only and the combination of Albemarle County and the City of Charlottesville- and the possible relation these two populations have had on historic case filings and possible future case filing estimates.

Historic Albemarle County and City of Charlottesville populations were obtained from the U.S. Census, and future population projections from the V.E.C. published in 2007 and the Rivanna Water and Sewer Authority's Regional Water Demand Forecast as prepared by AECOM in August 2011 were reviewed. During the review process, it was determined that the population estimates as published by the V.E.C. in 2007 are not an accurate population estimate source, as the projections were completed prior to the most recent 2010 U.S. Census data release, which estimates both Albemarle County and the City of Charlottesville at higher levels of population than is reported in the V.E.C. estimates. The project team will use the population projections as prepared by AECOM in the Rivanna Water and Sewer Authority's Regional Water Demand Forecast.

Table: Albemarle County Pop. and Combined Albemarle County and City of Charlottesville Pop. 1992-2010

<u>Year</u>	<u>Albemarle County Population</u>	<u>Albemarle County Population Annual Growth</u>	<u>Albemarle County Average Annual Growth Rate</u>	<u>Albemarle County and City of Charlottesville Population</u>	<u>Albemarle County Population and City of Charlottesville Annual Growth</u>	<u>Albemarle County and City of Charlottesville Average Annual Growth Rate</u>
1992	69,977			110,185		
1995	75,744	4.38%		113,538	0.99%	
2000	84,196	5.05%		124,285	6.26%	
2005	90,376	1.85%		131,203	1.33%	
2010	98,970	4.28%	1.95%	142,445	3.88%	1.45%
Total Growth from year 1992	41.43%			29.28%		

Source: U.S. Census



Section 2 – Forecast – Caseload and Staff

- Between years 1992 and 2010, Albemarle County had an average annual population growth rate 0.5% higher than that of the combined Albemarle County and City of Charlottesville average annual growth rate; at 1.95% and 1.45% respectively.
- This difference in annual growth rates may be attributed to the fact that the City of Charlottesville is surrounded by the County of Albemarle, and therefore, the City is much more limited in its ability to expand.

Table: Projected Albemarle County Population and Combined Albemarle County and City of Charlottesville Population 2010-2030

<u>Year</u>	<u>Albemarle County Population</u>	<u>Albemarle County Population Annual Growth</u>	<u>Albemarle County and City of Charlottesville Population</u>	<u>Albemarle County Population and City of Charlottesville Annual Growth</u>
2010	98,970		142,445	
2015	107,445	1.60%	152,629	1.35%
2020	115,919	1.48%	162,813	1.27%
2025	124,394	1.38%	173,132	1.21%
2030	132,868	1.29%	183,451	1.14%
Total Growth from Year 2010	34.25%		28.78%	

Source: 2010 population: U.S. Census Bureau; 2015-2030 populations: Rivanna Water and Sewer Authority: Regional Water Demand Forecast, August 24, 2011.

- Projected Albemarle County population, as published by the Regional Water Demand Forecast, indicate that the County will continue to grow but at a slower annual rate than has been seen in the past; slowing to 1.29% annually by year 2030. Total growth from year 2010 to year 2030 is estimated to be 34.25%.
- Projected Albemarle County and City of Charlottesville combined populations, as published by the Regional Water Demand Forecast, indicate that both the County and the City will continue to grow annually at slower rates than have been seen historically. Total growth from year 2010 to 2030 is estimated to be 28.78%; an average annual growth of 1.44%.



Section 2 – Forecast – Caseload and Staff

Future Caseload Estimates

Three projection models were used to develop forecasts of case filing trends through year 2030, as used in 2010 County of Albemarle and City of Charlottesville: Feasibility Study for the Use of the Levy Building as a General District Court Facility by Moseley Architects. Historic case filings were obtained from the Virginia Supreme Courts for the years 1992-2010.

1. Linear Regression – This approach uses a formula to project a linear trend of future case filings based upon the actual trend as seen in the past. This approach is based on the assumption that the historical trend in case filings will continue into the future. City and County populations are not factored into this model.
2. Fixed Ratio of Case Filings to Population – This model projects future case filings with the assumption that they will change in proportion to changes in the populations with the number of filings per population will remain constant over the time frame examined. There are two ratios examined for this analysis, the first is the average number of filings per 1,000 Albemarle County population for the years 1992-2010, the second is the average number of filings per 1,000 combined Albemarle County and City of Charlottesville populations for the years 1992-2010.
3. Exponential Smoothing and Dynamic Regression Average – This model calculates the annual changing ratios of number of cases in relation to yearly population and projects that changing average forward. For this project, two projections were created, the first with the Albemarle County population, the second with the combined Albemarle County and City of Charlottesville populations.

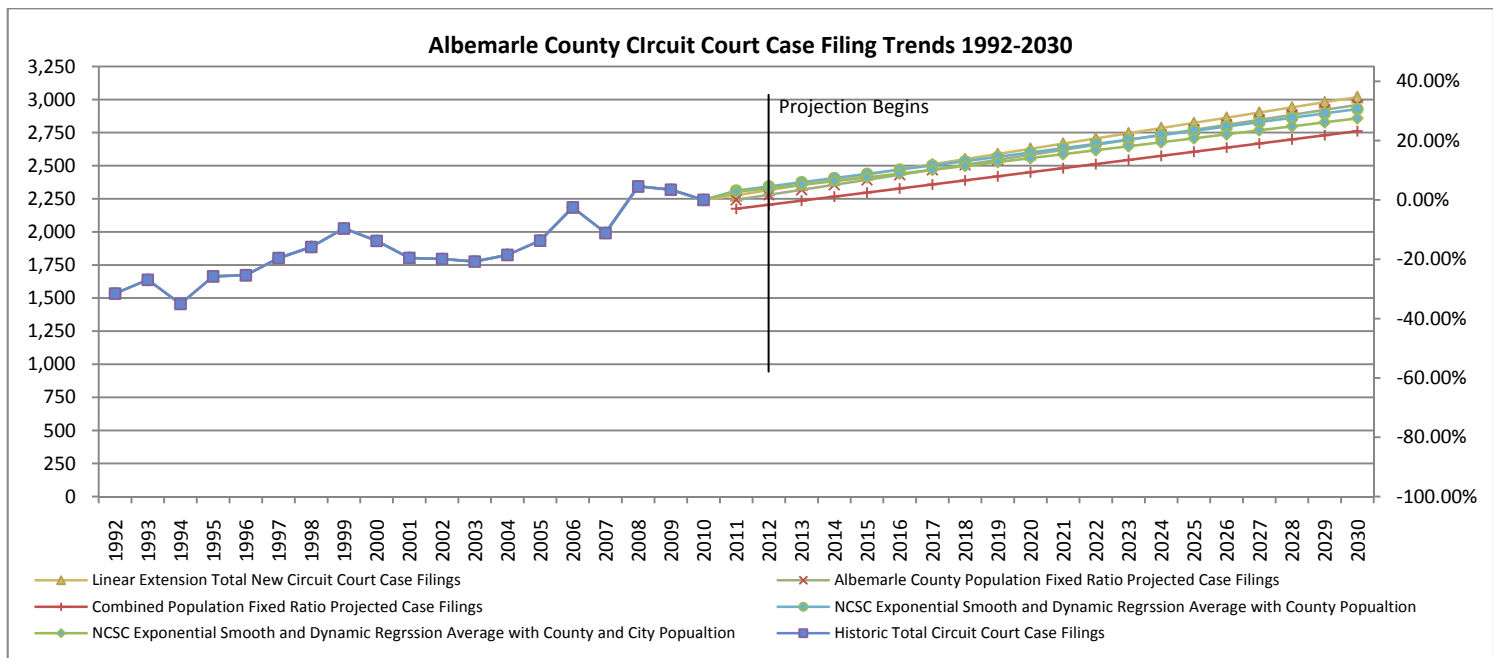
Court caseloads can be affected not only by population, but also by changes in law enforcement staffing or priorities, new legislation and other demographic trends. Such factors are not entirely predictable and their analysis is beyond the scope of this study. The case filing projections for all three models for the Albemarle Circuit Court, General District Court and Juvenile and Domestic Relations Court are as follows.



Section 2 – Forecast – Caseload and Staff

ALBEMARLE COUNTY CIRCUIT COURT CASE FILINGS

	Actual				Projected				Growth from 2010-2030
	1995	2000	2005	2010	2015	2020	2025	2030	
Albemarle County Population	75,744	84,196	90,376	98,970	107,445	115,919	124,394	132,868	34.25%
Albemarle County and City of Charlottesville Population	113,538	124,285	131,203	142,445	152,629	162,813	173,132	183,451	28.79%
Case Filings									
Linear Trend	1,664	1,932	1,934	2,242	2,433	2,628	2,824	3,019	34.65%
Fixed Ratio to County Population	1,664	1,932	1,934	2,242	2,393	2,582	2,733	2,960	32.02%
Fixed Ratio to County and City Population	1,664	1,932	1,934	2,242	2,297	2,450	2,606	2,761	23.15%
NCSC Exponential Smooth and Dynamic Regression Average with County Population	1,664	1,932	1,934	2,242	2,438	2,599	2,763	2,928	30.61%
NCSC Exponential Smooth and Dynamic Regression Average with County & City Population	1,664	1,932	1,934	2,242	2,411	2,557	2,707	2,858	27.49%



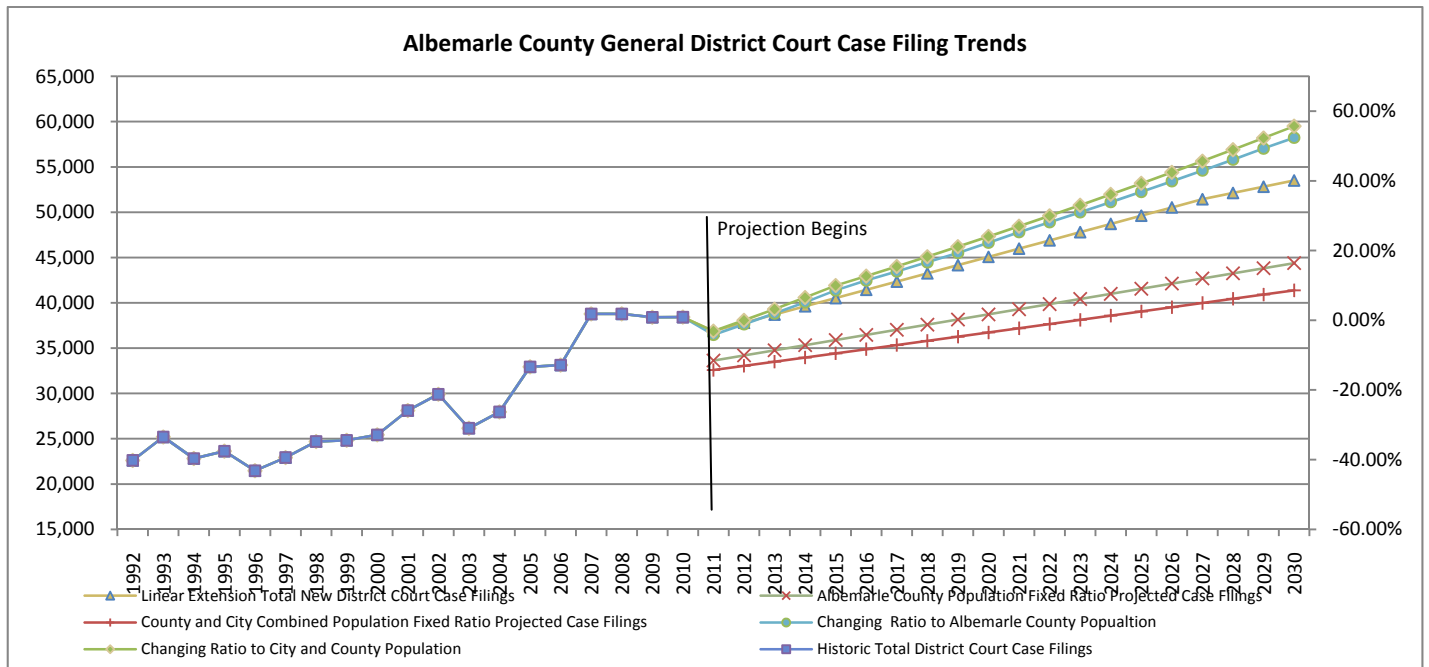
- From year 2010, the Albemarle County Circuit Court could expect new case filing growth to be within the range of 23.15% and 34.65% by year 2030.



Section 2 – Forecast – Caseload and Staff

ALBEMARLE COUNTY GENERAL DISTRICT COURT CASE FILINGS

	Actual				Projected				
	1995	2000	2005	2010	2015	2020	2025	2030	Growth from 2010-2030
Albemarle County Population	75,744	84,196	90,376	98,970	107,445	115,919	124,394	132,868	34.25%
Albemarle County and City of Charlottesville Population	113,538	124,285	131,203	142,445	152,629	162,813	173,132	183,451	28.79%
Case Filings									
Linear Trend	23,629	25,429	32,936	38,424	40,526	45,074	49,623	53,506	39.25%
Fixed Ratio to County Population	23,629	25,429	32,936	38,424	35,894	38,725	41,556	44,387	15.52%
Fixed Ratio to County and City Population	23,629	25,429	32,936	38,424	34,427	36,724	39,052	41,379	7.69%
Changing Ratio to County Population	23,629	25,429	32,936	38,424	41,373	46,647	52,244	58,224	51.53%
Changing Ratio to County and City Population	23,629	25,429	32,936	38,424	41,910	47,334	53,192	59,496	54.84%



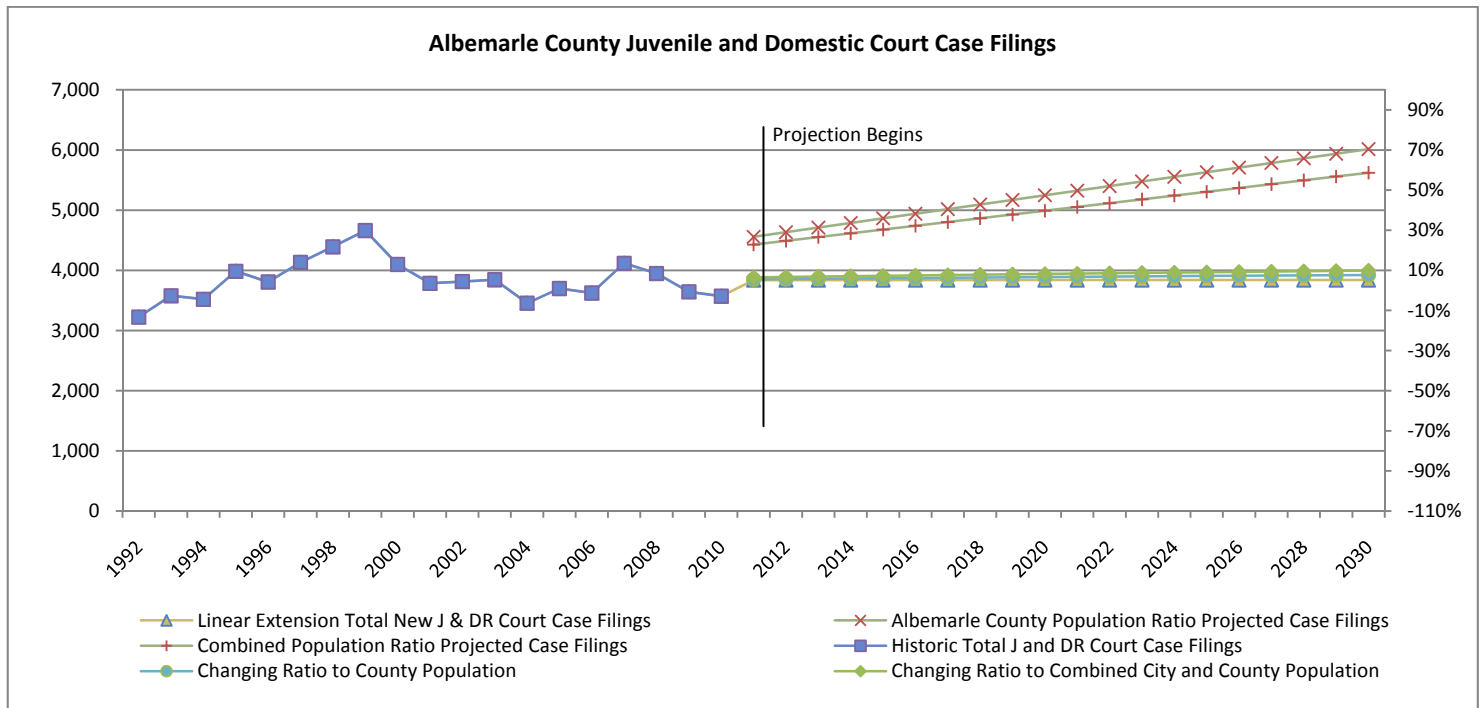
- From year 2010, the Albemarle County General District Court could expect new case filing growth to be within the range of 7.69% and 54.84% by year 2030.



Section 2 – Forecast – Caseload and Staff

ALBEMARLE COUNTY J & DR COURT CASE FILINGS

	Actual				Projected				Change from 2010-2030
	1995	2000	2005	2010	2015	2020	2025	2030	
Albemarle County Population	75,744	84,196	90,376	98,970	107,445	115,919	124,394	132,868	34.25%
Albemarle County and City of Charlottesville Population	113,538	124,285	131,203	142,445	152,629	162,813	173,132	183,451	28.79%
Case Filings									
Linear Trend	3,985	4,098	3,455	3,571	3,838	3,839	3,839	3,840	7.53%
Fixed Ratio to County Population	3,985	4,098	3,455	3,571	4,864	5,247	5,631	6,015	68.43%
Fixed Ratio to County and City Population	3,985	4,098	3,455	3,571	4,678	4,990	5,306	5,622	57.44%
Changing Ratio to County Population	3,985	4,098	3,455	3,571	3,868	3,889	3,907	3,923	9.87%
Changing Ratio to County and City Population	3,985	4,098	3,455	3,571	3,910	3,940	3,970	3,996	11.91%



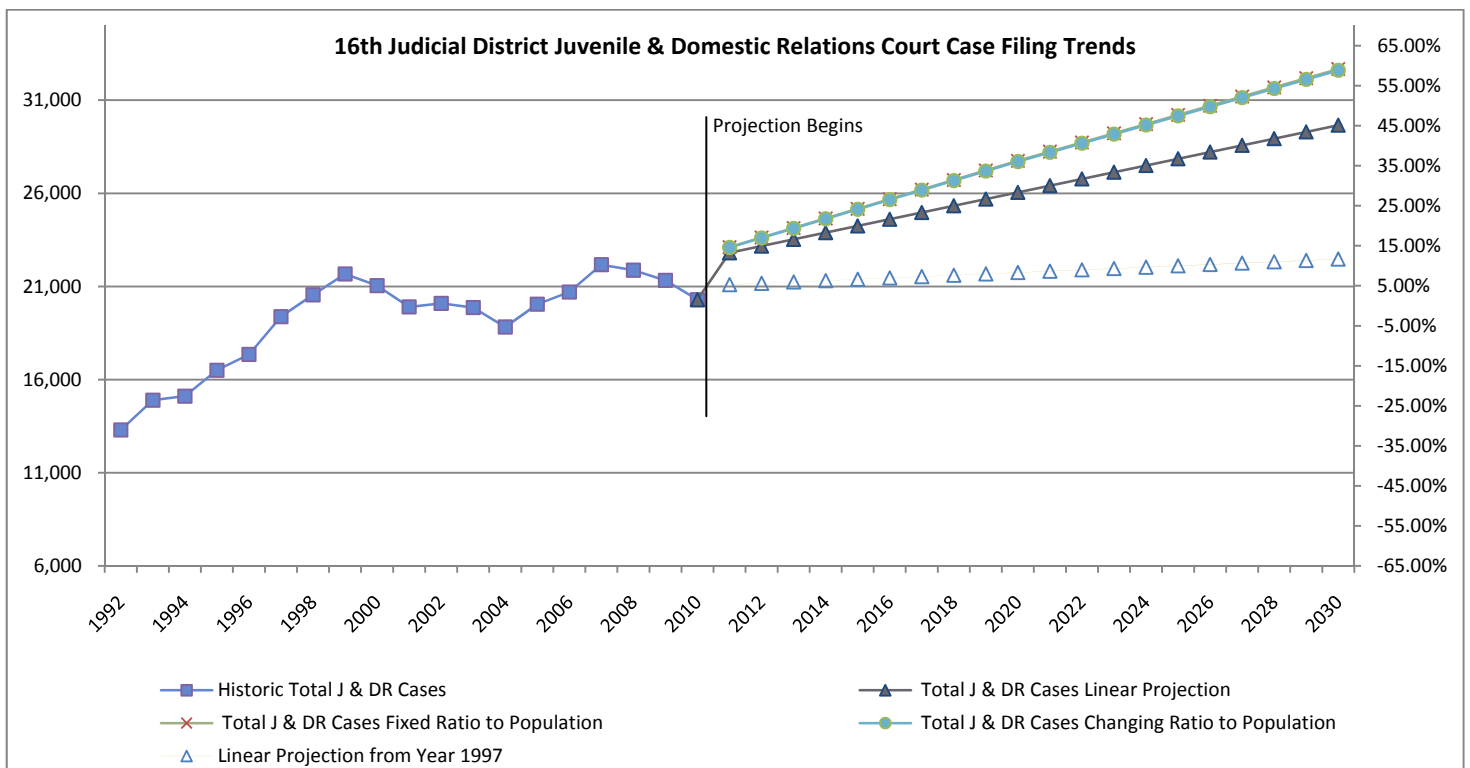
- From year 2010, the Albemarle County Juvenile and Domestic Relations Court could expect new case filing growth to be within the range of 7.53% and 68.43% by year 2030.



Section 2 – Forecast – Caseload and Staff

TOTAL 16TH JUDICIAL DISTRICT J & DR COURT CASE FILINGS

	Actual				Projected				Change from 2010-2030
	1995	2000	2005	2010	2015	2020	2025	2030	
16th Judicial District Total Population	248,231	274,729	307,163	334,887	373,051	411,214	447,731	484,247	44.60%
Case Filings									
Linear Trend from Year 1992	16,504	21,044	20,048	20,292	24,250	26,051	27,853	29,654	46.14%
Linear Trend From Year 1997	16,504	21,044	20,048	20,292	21,385	21,747	22,108	22,470	10.73%
Fixed Ratio to Judicial District Population	16,504	21,044	20,048	20,292	25,170	27,744	30,208	32,672	61.01%
Changing Ratio to Judicial District Population	16,504	21,044	20,048	20,292	25,144	27,707	30,156	32,604	60.68%



- From year 2010, the Total 16th Judicial District J & DR Court case load could expect new case filing growth to be within the range of 10.73% and 61.01% by year 2030.



Section 2 – Forecast – Caseload and Staff

Future Staffing Requirements

Once population and court caseload projections are developed, they can be used to determine future staffing requirements. Staffing projections are to be used solely for long-range planning purposes, as they are estimates of the *likely* needs that might be expected over the planning time span, based largely upon historical trends and qualitative assessments of the future. These estimates should not be construed as being the sole justification for funding additional staff positions. It is assumed that before any personnel or staff are added to any court or court-related office, whether they are judges, clerks, or administrative personnel, a thorough staffing analysis will be done by the Court and County and that staff will be added only if the additional positions can be justified.

It is important to recognize that NCSC's prognosis about judicial officer and court staff position growth is largely based on current realities and business practices. It is presumed that the existing workforce has been scrutinized over many years through the politics of the court's budgetary process. Quantitative case filing projections and qualitative planning elements are then synthesized to assist in projecting future staffing requirements. The projections consider current staff workload and future court workload increases with the assumption that the current staff has reached their full workload capacity. Future efficiencies will need to be studied on a case by case basis to determine the individual effect on the required staffing. Resultantly, the projected staffing growth will increase in proportion to the workload increase.

The following tables indicate the number of judges and clerical staff that can be anticipated through year 2030 for each of the Courts using the following scenarios:

Circuit Court and General District Court

- Scenario 1 – 2010 16th Judicial District Caseload per Judge. This scenario assumes that the number of cases that will be filed annually for each full time judge will not exceed the current year 2010 District-wide average.
- Scenario 2 – 2010 State-wide Caseload per Judge. This scenario assumes that the number of cases that will be filled annually for each full time judge will not exceed the current state-wide average.

Juvenile and Domestic Relations Court

- Juvenile and Domestic Relations Scenario – This scenario assumes that the percentage of the district's total number of judges allocated to the Albemarle County J & DR Court and the City of Charlottesville J & DR Court will remain the same and applies this ratio to the future growth of the court.

Clerical Staffing



Section 2 – Forecast – Caseload and Staff

Clerical staffing is forecasted for each of the three Courts based upon projected total case filings in the respective court, regardless of caseload per judge ratios.

Albemarle Circuit Court Judicial FTE			
	Current Year 2010	Projected Year 2030	Percent Growth from Year 2010
Case Filings		Low/ High	Low/ High
Albemarle Circuit Court Case Filings	2,242 Cases	2,761 / 3,019 Cases	23.15% / 34.65%
FTE Need			
2010 16th Judicial District Caseload per Judge 1,825 cases/ Judge	1.23 FTEs	1.51 / 1.65 FTEs	
2010 State-wide Caseload per Judge 1,843 cases/ Judge	1.22 FTEs	1.50 / 1.64 FTEs	

Albemarle Circuit Court Clerical FTE			
	Current Year 2010	Projected Year 2030	Percent Growth from Year 2010
Case Filings		Low/ High	Low/High
Albemarle Circuit Court Case Filings	2,242 Cases	2,761 / 3,019 Cases	23.15% / 34.65%
FTE Need			
2010 16th Judicial District Caseload per Staff 249 cases/ Staff	9 FTEs	11.08 / 12.12 FTEs	

- The 2010 caseload per judge for both the 16th Judicial District and the state-wide average are within 1% of each other; therefore creating nearly identical projection results.
- Corresponding to the projected Circuit Court caseload increase between 23.15% and 34.65% by year 2030, it is estimated that the judicial FTE requirement will be within the range of 1.51 and 1.65 FTEs by year 2030.
- Circuit Court clerical staff FTEs need, correspondingly, could grow to be within the range of 11 and 12 by year 2030.



Section 2 – Forecast – Caseload and Staff

Albemarle District Court Judicial FTE			
	Current Year 2010	Projected Year 2030	Percent Growth from Year 2010
Case Filings		Low/ High	Low/ High
Albemarle District Court Case Filings	38,424 Cases	41,379 / 59,496 Cases	7.69% / 54.84%
FTE Need			
2010 16th Judicial District Caseload per Judge 30,298 cases/ Judge	1.27 FTEs	1.37 / 1.96 FTEs	
2010 State-wide Caseload Per Judge 25,716 cases/ Judge	1.49 FTEs	1.61 / 2.31 FTEs	

Albemarle General District Court Clerical FTE			
	Current Year 2010	Projected Year 2030	Percent Growth from Year 2010
Case Filings		Low/ High	Low/High
Albemarle District Court Case Filings	38,424 Cases	41,379 / 59,496 Cases	7.69% / 54.84%
FTE Need			
2010 16th Judicial District Caseload per Staff 5,123 cases/ Staff	7.5 FTEs	8.08 / 11.61 FTEs	

- General District Court Judicial Officer and clerical staff projections correspond to the projected District Court caseload increase between 7.69% and 54.84% by year 2030. To determine the possible future judicial officer requirements for the General District Court, the 2010 caseload per judge for both the 16th Judicial District and the State-wide average were examined.
- Using the 16th Judicial District 2010 caseload per judge of 30,298 cases per judge, results in a year 2030 FTE need within the range of 1.37 and 1.96 judicial FTEs.
- The state-wide 2010 caseload per judge is slightly lower than the 16th Judicial District ratio at 25,716 cases per judge. This lower ratio results in a year 2030 FTE need within the range of 1.61 and 2.31 judicial FTEs.



Section 2 – Forecast – Caseload and Staff

- General District Court clerical staff FTEs need, correspondingly, could grow to be within the range of 8.08 and 11.61 FTEs by year 2030.

Albemarle J & DR Court Judicial FTE			
	Current Year 2010	Projected Year 2030	Percent Growth from Year 2010
Case Filings		Low/ High	Low/ High
16th Judicial District J & DR Case Filings	20,292 Cases	22,470 / 32,672 Cases	10.73% / 61.01%
Albemarle County J & DR Case Filings	2,242 Cases		
City of Charlottesville J & DR Case Filings	2,834 Cases		
FTE Need			
Total 16th Judicial District J & DR Judges	4 FTEs	4.43 / 6.44 FTEs	
Percent of Total 16th J.D. Judges Allocated to Albemarle County J & DR Court 15.00%	0.60 FTEs	0.66 / 0.97 FTEs	
Percent of Total 16th J.D. Judges Allocated to City of Charlottesville J & DR Court 32.50%	1.30 FTEs	1.44 / 2.09 FTEs	

Albemarle J & DR Court Clerical FTE			
	Current Year 2010	Projected Year 2030	Percent Growth from Year 2010
Case Filings		Low/ High	Low/ High
16th Judicial District J & DR Case Filings	20,292 Cases	22,470 / 32,672 Cases	10.73% / 61.01%
Albemarle County J & DR Case Filings	2,242 Cases		
City of Charlottesville J & DR Case Filings	2,834 Cases		
FTE Need			
Clerical Staff Allocated to Albemarle County J & DR Court	5.00 FTEs	5.54 / 8.05 FTEs	
Clerical Staff Allocated to City of Charlottesville J & DR Court	4.00 FTEs	4.43 / 6.44 FTEs	

- The 16th Judicial District currently has four Judicial Officer FTEs allocated to handle all J & DR cases for the entire District. Based upon the current staffing allocation, 0.60 FTEs (15% of total District FTEs) are allocated to the Albemarle County J & DR cases and 1.30 FTEs (32.5% of total District



Section 2 – Forecast – Caseload and Staff

FTEs) are allocated to the City of Charlottesville. For the purposes of future planning, these percentage allocations will remain constant.

- The J & DR Court is expected to grow within the range of 10.73% and 61.01% by year 2030. This growth represents a Judicial Officer need within the range of 0.66 and 0.97 FTEs allocated to the Albemarle County J & DR Court and within the range of 1.44 and 2.09 Judicial Officer FTEs for the City of Charlottesville J & DR Court by year 2030.
- J & DR Court clerical staff ratios will also remain constant for the purposes of space planning. Albemarle County J & DR Court could expect the need for clerical staff to be within the range of 5.54 and 8.05 FTEs by year 2030. The City of Charlottesville J & DR Court could expect the need for clerical staff to be within the range of 4.43 and 6.44 FTEs by year 2030.

Albemarle Commonwealth's Attorney Office			
	Current Year 2010	Projected Year 2030 Low/ High	Percent Growth from Year 2010 Low/ High
Case Filings			
Combined Albemarle Circuit Court and General District Court Cases	40,666 Cases	44,140 / 62,354 Cases	8.54% / 53.33%
FTE Need			
Commonwealth's Attorney Office Staff	9.00 FTEs	9.76 / 13.79 FTEs	

- The Albemarle Commonwealth's Attorney's Office handles the caseload from both the Circuit and General District Courts. The combined growth of the two courts from year 2010 is expected to be within the range of 8.54% and 53.33% by year 2030.
- Correspondingly, the Commonwealth's Attorney's Office should expect future staffing needs to be within the range of 9.76 and 13.79 FTEs by year 2030.



Section 2 – Forecast – Caseload and Staff

Summary of Estimated Future Staffing

The final summary of future staffing begins with a forecast of Judicial Full Time Equivalencies (JFTEs), which drive the anticipated number of courtrooms and chambers in the courthouse.

According to the forecast completed, there will be a need for two circuit courtrooms in 2030, either two or three general district courtrooms, and one J&DR courtroom plus a hearing room (for overflow and some specific cases). These needs would be the same in 2040, with the confirmation of the third general district courtroom. The space program in Chapter 3 was completed based on these forecasted numbers of courtrooms.

Summary of Future Courtroom Needs							
	Current JFTEs	Forecast (2030) low-high JFTEs		How many court sets? (2030)	How many court sets? (2040)	When do we need another court set (est. at .x.5 JFTEs)?	What if population reaches 150,000?
Circuit	1.22 to 1.23	1.50/1.51	1.64/1.65	2 CR	2 CR	Approx. 2070	1.81 in 2030 NO CHANGE
General District	1.29 to 1.49	1.37/1.61	1.96/2.31	2 or 3 CR	3 CR	Approx. 2060	2.55 in 2030 PLAN FOR 3 CR
J&DR	0.66 to 0.97	0.66	0.97	1 CR plus 1HR	1 CR plus 1HR	Approx. 2080	1.0 CR plus 1 HR NO CHANGE

Staff needs are summarized as follows:

	Current FTEs	2030 FTEs - low/high
Circuit Court Clerk's Office	9.0	11.08/12.12
General District Clerk's Office	7.5	8.08/11.61
J&DR Clerk's Office	5.0	5.54/8.05
Commonwealth's Attorney	9.0	9.76/13.79
TOTAL	30.5	34.46/45.57

Future space and parking estimates in Chapter 3 were based on these total numbers.



Section 2 – Forecast – Caseload and Staff

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Section 3 – Architectural Space Program

Section 3 - Architectural Space Program

This architectural space program summarizes the space requirements into the future for all functions currently located within the historic Albemarle County Courthouse. The contents of this program were created based on user interviews; plan reviews; tours of the spaces currently occupied by these groups; and were based on national best practice standards for similar spaces. The nature of space planning is that a space program is typically a bit more generous and flexible than design, as the level of detail has not been as completely refined at this stage. Additionally, each group was programmed independently of the others, and although each department was “assembled” programmatically, the manner and space assumed in this program is based on ideal operations.

Once a final concept is selected, design will be undertaken. At that stage, consolidation of shared spaces (conference rooms, equipment closets, work/photocopy rooms) can occur and may result in adjustments up or down for the various components. Staff restrooms were included at a rate of one per functional area in this draft, with the idea in mind that when the building is pulled together conceptually, adjacencies will likely permit two staff restrooms to be co-located and designated for males and females.

The summary table in this section shows the total preliminary space needs for a new or renovated Courthouse for the functional components included. According to this preliminary estimate, a maximum of 94,990 Building Gross Square Feet will be required for the functions shown.

Grossing Factors

Spaces are programmed in the order in which they are likely to occur within the building(s), and areas within each space are similarly organized with the front entrance to the suite or area listed first, and other spaces listed and grouped in the order one would encounter them while walking through the suite.

Three measures of space are used in this program – Net Square Feet (NSF), Departmental Gross Square Feet (DGSF), and Building Gross Square Feet (BGSF). Spaces are included in the tables in NSF, which equals the area from interior wall-to-wall area within each room.

To account for interior wall thicknesses, hallways, and/or other circulation within a functional area made up of a number of rooms, a departmental grossing factor is added to estimate the Departmental Gross Square Footage (DGSF) of an area. This factor can range from 15% (for large rooms with few interior divisions, such as gymnasiums, courtrooms, or auditoriums) to 45% (for correctional facilities where cells are small and support services must be plumbed through adjacent chases). The typical departmental grossing factor for a standard office area comprised of 85% workstations and 15% private offices is 35%.



Section 3 – Architectural Space Program

The departmental grossing factors used in this program are those which have proven applicable to the courthouse function in question.

Building Grossing is added to account for the exterior wall thicknesses, building shared circulation, and various mechanical and other areas within the building which occupy space, and which are shared by all building occupants. This final grossing factor ranges from 15%-50%, depending on the level of detailed programming that has accounted for spaces which would typically be included in the building grossing. The main building entrance, lobby, public restrooms, security screening stations, and vertical circulation (elevator, stairs, and escalator) will drive a building circulation close to the 50% range, if they are not programmed separately. A building program with building grossing of 15% is one which typically has all spaces programmed, including mechanical chases, electrical closets, and janitorial spaces. The building grossing factor used for this facility was 35%, because some shared areas have been programmed and others have not.



Section 3 – Architectural Space Program

Program

Summary - Court Program - Long-Term Buildout, All Court Components

Number Space	NSF	Departmental Grossing	DGSF		Total (DGSF)	BGSF (35%)
1.000 - BUILDING ENTRANCE AND LOBBY		25%			3,331	4,497
1.100 Entrance	2,665	666	3,331			
2.000 - CLERK AREAS		35%			16,085	21,715
2.100 Circuit Court Clerk	6,230	2,181	8,411			11,354
2.200 General District Court Clerk	3,260	1,141	4,401			5,941
2.300 Juvenile & Domestic Relations Court Clerk	2,295	803	3,098			4,183
2.400 Support Spaces	130	46	176			237
3.000 - COURT SETS		30%		No.	30,451	41,109
3.100 Circuit Court Set	8,773	2,632	11,405	1	2 Ct Rms	
3.200 General District Court Set	9,567	2,870	12,437	1	2 Medium and 1 small ct rms	
3.300 Juvenile & Domestic Relations Court Set	5,084	1,525	6,609	1	One Ct Rm, 1 Hearing Rm	
3.400 Hearing and Mediation Set	-	-	-	-		
4.000 - SECURITY AND HOLDING		35%			2,917	3,938
4.100 Intake and Holding	1,365	546	1,911			
4.200 Security Staff Areas	745	261	1,006			
5.000 - COURT SERVICES/PROBATION		35%			3,017	4,073
5.100 Public Areas	765	268	1,033			
5.200 Court Services Office	1,470	515	1,985			
6.000 - COMMONWEALTH'S ATTORNEY		35%			4,797	6,475
6.100 Entrance/Lobby	480	168	648			
6.101 Staff Work Areas	2,443	855	3,298			
6.102 Shared Staff Areas	630	221	851			
7.000 - BUILDING SHARED		35%			9,765	13,182
7.100 Shared Public Areas	800	280	1,080			
7.200 Jury Assembly	1,030	361	1,391			
7.300 Shared Staff Areas	200	70	270			
7.400 Loading Dock/Warehouse	3,984	1,394	5,378			
7.500 Trash Removal	225	79	304			
7.600 Building Maintenance	844	295	1,139			
7.700 Janitorial	150	53	203			
Summary	53,135	17,228	70,363		70,363	94,990



Section 3 – Architectural Space Program

1.000 Building Entrance and Lobby

The building entrance will include queuing and security screening for all building visitors. Two screening stations are included for this purpose. The entrance area also includes the central control for the building, which is the security and life-safety center for the building. Public restrooms are sized here as placeholders; final size will be determined by anticipated building occupancy and visitors in the design phase.

Space #	Space Name	Persons or Items Per Area	Number of Areas	Space Standard (NSF)	Net Square Feet	Comments
1.000 - BUILDING ENTRANCE AND LOBBY						
1.100	Entrance					
1.101	Vestibule	1	1	200	200	
1.102	Lobby	1	1	800	800	
1.103	Security Screening Station w/ Queuing	1	2	220	440	
1.104	Building Central Security Control	1	1	200	200	
1.105	Building Administration	1	0	150	0	
1.106	Elevator Vestibule	1	2	90	180	
1.107	Vending	1	2	10	20	
1.108	Information/Directory Display	1	1	100	100	
1.109	Public Restrooms	1	2	240	480	
1.110	Janitors' Closet	1	1	45	45	
1.111	General Storage	1	1	200	200	
Total Area (NSF)					2,665	
Dept. Gross @ 25%					666	
TOTAL AREA					3,331	

2.000 Clerk Areas

This program groups the clerk areas for the three court divisions (Circuit, General District, and Juvenile & Domestic Relations) together. Ideally, all clerk areas should be located low in the building near or adjacent to the lobby, and while it is uncertain at this time which and how many of the divisions of the Albemarle County Courts will be located together, this program assumes some efficiency of shared facilities (see 2.400 Support Spaces). Because it is likely there will be some separation of divisions in different buildings (at least in the short run), the program has included staff restrooms with the individual clerk areas.

A total of 16,100 DGSF will be required to accommodate all three divisions of the court. Approximately half of that space (8,400 DGSF) is required by the Circuit Court Clerk's Office, which includes the land records and archives areas (open to the public for research). The archives are not currently staffed separately from the clerk's office, and could be separated in the building, but doing so would imply separate staffing.

Another 4,400 DGSF would be required for the District Court Clerk's Office and 3,100 DGSF for the J&DR Court Clerk's Office. The remaining 200 DGSF would be for shared areas, in this case janitors' closets.



Section 3 – Architectural Space Program

Space #	Space Name	Persons or Items Per Area	Number of Areas	Space Standard (NSF)	Net Square Feet	Comments
2.000 - CLERK AREAS						
2.100 Circuit Court Clerk						
2.101	Clerk of Court	1	1	250	250	
2.102	Deputy Clerk of Court	1	1	120	120	
2.103	Courtroom Clerk	1	0	80	0	
2.104	Deputy Clerk Office Workstation	1	10	80	800	
2.105	Cashier Station	1	1	30	30	
2.106	Service Counter Workstations	1	2	30	60	
2.107	Active File Storage	1	1	1000	1,000	Could be shared with other clerks' areas if adjacent
2.107	Public Counter Waiting Area	1	3	90	270	
2.108	Archived Storage (Land Records)	1	1	1200	1,200	
2.109	Archived Storage (Vault)	1	1	1600	1,600	
2.110	Work Counter/Work Room	1	1	150	150	Could be shared with other clerks' areas if adjacent
2.111	Supply/Form Storage	1	1	120	120	Could be shared with other clerks' areas if adjacent
2.112	Staff Toilet	1	2	65	130	Could be shared with other clerks' areas if adjacent
2.113	Staff Break Room	1	1	250	250	Staff break room with chairs, table, sink, and refrigerator
2.114	Public Microfiche/File Viewing Area	1	1	250	250	Adj. to service counter, microfiche viewer
Subtotal (NSF)					6,230	
2.200 General District Court Clerk						
2.201	Clerk of Court	1	1	250	250	
2.202	Deputy Clerk of Court	1	1	120	120	
2.203	Courtroom Clerk	1	0	80	0	
2.204	Deputy Clerk	1	10	80	800	total staff projection is 12 FTE, including management staff
2.205	Cashier Station	1	1	30	30	
2.206	Meeting Room	1	1	200	200	Connects to the District Courtroom
2.207	Service Counter Workstations	1	2	30	60	
2.208	Intern Workstation	1	1	80	80	
2.209	Active File Storage	1	1	600	600	Could be shared with other clerks' areas if adjacent
2.210	Work Counter/Work Room	1	1	200	200	Could be shared with other clerks' areas if adjacent
2.211	Supply/Form Storage	1	1	150	150	Could be shared with other clerks' areas if adjacent
2.211	Staff Break Area	1	1	250	250	
2.212	Staff Toilet	1	2	65	130	Could be shared with other clerks' areas if adjacent
2.213	Public Waiting at Service Counter	1	3	90	270	Public side of service counters
2.214	Public File Viewing Area	1	1	120	120	
Subtotal (NSF)					3,260	
2.300 Juvenile & Domestic Relations Court Clerk						
2.301	Clerk of Court	1	1	180	180	
2.302	Deputy Clerk of Court	1	0	120	0	
2.303	Courtroom Clerk	1	0	80	0	
2.304	Deputy Clerk	1	6	80	480	Staff estimate is 7 positions, including clerk
2.305	Cashier Station	1	0	25	0	
2.306	Service Counter Workstations	1	2	30	60	
2.307	Intern Workstation	1	1	80	80	
2.308	Active File Storage	1	1	800	800	Could be shared with other clerks' areas if adjacent
2.3XX	Staff Break Area	1	1	180	180	
2.309	Work Counter/Work Room	1	1	150	150	Could be shared with other clerks' areas if adjacent
2.310	Supply/Form Storage	1	1	120	120	Could be shared with other clerks' areas if adjacent
2.311	Staff Toilet	1	1	65	65	Could be shared with other clerks' areas if adjacent
2.312	Waiting/Service Counter	1	2	90	180	Public side of service counters
Subtotal (NSF)					2,295	



Section 3 – Architectural Space Program

Space #	Space Name	Persons or Items Per Area	Number of Areas	Space Standard (NSF)	Net Square Feet	Comments
2.000 - CLERK AREAS						
2.400	Support Spaces					
2.401	Video Instruction Room	1	0	150	0	
2.402	Staff Break Area	1	0	200	0	
2.403	Staff Toilet	1	0	100	0	
2.404	Janitors' Closet	1	2	65	130	
Subtotal (NSF)					130	
Total Area (NSF)					11,915	
Dept. Gross @ 35%					4,170	
TOTAL AREA					16,085	

3.000 – Court Sets

Court sets include not only the courtrooms, but all adjacent spaces required to make the courtroom operate as it should. Spaces which comprise a court set include the following:

- Public Waiting (can be shared with adjacent courtrooms)
- Soundlock vestibule at entrance
- Attorney/Client interview/meeting rooms (sometimes also used as Victim/Witness waiting)
- Victim/Witness waiting rooms
- Equipment Storage
- Trial Evidence Storage (usually in the courtroom)
- Jury Deliberation Room (optional for some case types, otherwise adjacent to the courtroom, with restrooms and beverage station)
- Judge's Chambers (which typically include a suite of associated spaces)
- Staff Restroom (can be shared with other functions along the secure corridor).

The sizes of the courtrooms and whether or not jury deliberation rooms are required are features which are determined by the type of action to be heard in the courtroom. In this courthouse, a total of two Circuit courtrooms (large), three General District courtrooms (two medium and one small), and two J&DR courtrooms (one small and one hearing room) are forecasted to be needed. An additional hearing/mediation suite is recommended, as an alternative venue where caseload can be handled. Used for alternate dispute resolution, this suite has one large room where all parties can meet, and smaller adjacent breakout rooms for private discussions to occur. Having a suite like this in the courthouse can help facilitate resolution of some cases outside of the courtroom, which in turn improves the efficiency of processing caseload.



Section 3 – Architectural Space Program

Although in this program the courtrooms and chambers are programmed together, it is increasingly common for chambers to be separated from the courtrooms, sometimes by vertical circulation (i.e. the chambers are on one floor; the courtrooms on another.) In the design phase examination should occur to determine if the traditional courtroom-chambers pairing results in the most efficient and flexible alignment of space, or if the Albemarle County standard of a more flexible assignment of courtrooms should be encouraged through creation of a separate (i.e. not adjacent to the courtrooms) collegial judges' floor or area.

The programmed sizes and spaces required are approximately 5,700 DGSF for a circuit court Set; 4,535 DGSF for a large general district court set; 4,145 DGSF for a small general district court set; and approximately 6,500 DGSF for a combined J&DR courtroom/hearing room pair similar to what is provided in the new J&DR courthouse. Some efficiencies can be achieved (and are indicated in the general district court set program through reduced numbers of certain spaces) when courtrooms are paired, or where there are three or more of a similar type of courtroom.

Space #	Space Name	Persons or Items Per Area	Number of Areas	Space Standard (NSF)	Net Square Feet	Comments
3.000 - COURT SETS						
3.100	Circuit Court Set					
3.101	Courtroom	1	2	2,100	4,200	
3.102	Vestibule	1	2	80	160	
3.103	Attorney/Client Meeting Room	1	4	100	400	
3.104	Equipment Storage	1	2	60	120	
3.105	Evidence/Attorney File Storage	1	2	45	90	
3.106	Holding Cell - Small	1	2	100	200	
3.107	Holding Cell - Group	1	1.0	150	150	
3.108	Secure Interview Room	1	2	80	160	
	Subtotal (NSF)				5,480	
3.109	Jury Deliberation Room	1	2	300	600	
3.110	Jury Deliberation Vestibule	1	2	55	110	
3.111	Jury Toilets	1	4	55	220	
3.112	Jury Beverage Station	1	2	20	40	
	Subtotal (NSF)				970	
3.113	Public Waiting in the Hall	1	2	200	400	Pro-Rata Share
3.114	Victim/Witness Waiting	1	2	120	240	
	Subtotal (NSF)				640	
3.115	Judge's Chambers	1	2	350	700	
3.116	Judge's Secretary	1	2	150	300	Provision for a support staff space.
3.117	Judge's Bailiff's Station	1	1	60	60	Provision space
3.118	Storage	1	2	60	120	
3.119	Court Reporter	1	-	120	-	Contract employee works in courtroom
3.120	Law Clerk's Office	1	-	150	-	
3.121	Staff Toilet	1	1	55	55	
3.122	Conference Room	1	2	224	448	
	Subtotal (NSF)				1,683	
	Subtotal (NSF per Court Set)				8,773	
	Number--Subtotal NSF		1		8,773	For two courtrooms and two chamber sets.



Courts Master Plan Study

Section 3 – Architectural Space Program

Space #	Space Name	Persons or Items Per Area	Number of Areas	Space Standard (NSF)	Net Square Feet	Comments
3.000 - COURT SETS						
3.200	General District Court Set					
3.201	Courtroom - medium	1	2	1,824	3,648	Medium, GDC non-jury courtroom, seats 100 spectators.
3.202	Courtroom - small	1	1	1,524	1,524	Small GDC non-jury courtroom, seats 50 spectators.
3.203	Vestibule	1	3	80	240	
3.204	Attorney/Client Conference Room	1	4	100	400	
3.205	Equipment Storage	1	3	60	180	
3.206	Evidence/Attorney File Storage	1	3	45	135	
3.207	Holding Cell - Small	1	3	70	210	
3.208	Holding Cell - Group	1	2	150	300	
3.209	Secure Interview Room	1	2	80	160	
Subtotal (NSF)					6,797	
3.210	Public Waiting	1	3	200	600	
3.211	Victim/Witness Waiting	1	2	120	240	
Subtotal (NSF)					840	
3.212	Judge's Chambers	1	3	350	1,050	
3.213	Judge's Secretary	1	2	150	300	Provisional space
3.214	Judge's Bailiff's Station	1	-	60	-	
3.215	Storage	1	3	60	180	
3.216	Court Reporter	1	-	150	-	
3.217	Clerk's Office	1	-	150	-	
3.218	Staff Toilet	1	-	65	-	
3.219	Conference Room	1	2	200	400	Two judges share a conference room
Subtotal (NSF)					1,930	
Subtotal (NSF per Court Set)					9,567	
Number--Subtotal NSF					1	9,567
3.300	Juvenile & Domestic Relations Court Set					
3.301	Courtroom	1	1	1,624	1,624	Seats 60
3.302	Vestibule - Courtroom	1	1	80	80	
3.303	Attorney/Client Conference Room	1	3	100	300	
3.304	Equipment Storage	1	1	60	60	
3.305	Hearing Room	1	1	1,040	1,040	Seats 25
3.306	Vestibule - Hearing Room	1	1	60	60	
3.306	Evidence/Attorney File Storage	1	2	60	120	
3.307	Holding Cell - Small	1	2	100	200	
Subtotal (NSF)					3,484	
3.308	Public Waiting	1	2	200	400	
3.309	Victim/Witness Waiting	1	2	120	240	
Subtotal (NSF)					640	
3.310	Judge's Chamber	1	1	350	350	
3.311	Visiting Judge's Office	1	1	350	350	
3.312	Judge's Secretary	1	-	150	-	
3.313	Judge's Bailiff's Station	1	-	60	-	
3.314	Storage	1	1	60	60	
3.315	Court Reporter	1	-	150	-	
3.316	Clerk's Office	1	-	150	-	
3.317	Staff Toilet	1	-	65	-	
3.318	Conference Room	1	1	200	200	
Subtotal (NSF)					960	
Subtotal (NSF per Court Set)					5,084	
Number--Subtotal NSF					1	5,084
						1 judge, 1 courtroom, and 1 hearing room.



Section 3 – Architectural Space Program

Space #	Space Name	Persons or Items Per Area	Number of Areas	Space Standard (NSF)	Net Square Feet	Comments
3.000 - COURT SETS						
3.400	Hearing and Mediation Set					
3.401	Hearing Room	1	0	600	0	
3.402	Vestibule	1	0	80	0	
3.403	Mediation Room	1	0	200	0	
3.404	Secure Room	1	0	70	0	
3.405	Secure Room Vestibule	1	0	35	0	
3.406	Waiting	1	0	200	0	
3.407	Interview Room	1	0	80	0	
3.408	Equipment Storage	1	0	60	0	
Subtotal (NSF)					0	
Subtotal (NSF per Court Set)					0	
Number--Subtotal NSF					1	0
Total Area (NSF)					23,424	
Dept. Gross @ 30%					7,027	
TOTAL AREA					30,451	



Section 3 – Architectural Space Program

4.000 – Security and Holding

The security and holding areas in the building are those dedicated to the Sheriff's Deputies and the prisoner movement. From the point at which they enter the courthouse to the point at which they enter the courtroom, prisoner movement should be secure and restricted, in other words completely separate, from all other paths of circulation taken by staff and the public. These spaces comprise the Intake and Holding areas of the building, as well as the courtroom holding cells adjacent to the courtrooms (included in 3.000 Court Sets). Separation from "sight and sound" must be provided for male and female prisoners, and between adults and juveniles. This separation implies that four distinct populations (adult males, adult females, juvenile males, and juvenile females) may potentially be held in a full-service courthouse.

Space #	Space Name	Persons or Items Per Area	Number of Areas	NSF Space Standard	Square Feet	Comments
4.000 - SECURITY AND HOLDING						
4.100 Intake and Holding						
4.101	Vehicle Sallyport	1	1	600	600	
4.102	Security Vestibule	1	1	120	120	
4.103	Deputy Station/Fingerprint and ID	1	1	100	100	
4.104	Drug Testing Holding/Waiting	1	0	100	0	
4.105	Drug Testing Toilet	1	0	65	0	
4.106	Staff Toilet	1	0	65	0	
4.107	Inmate Toilet	1	1	65	65	
4.108	Single Cells	1	0	70	0	Single wet cells, total capacity of 10
4.109	Medium Group Holding	8	2	25	400	Holds 8 to 12 individuals per cell
4.110	Large Group Holding	15	0	25	0	Holds 15-20 individuals
4.111	Isolation Cell	1	1	80	80	dry cell, camera
Subtotal (NSF)					1,365	
Dept. Gross @ 40%					546	
TOTAL AREA (DGSF)					1,911	
4.200 Security Staff Areas						
4.201	Deputy Muster Room	15	1	15	225	Classroom style
4.202	Mailbox/Mail Room	1	0	200	0	Mailboxes to hall side; sorting tables to inside
4.203	Male Locker Room	12	1	12	144	2' wide lockers with 2' in front and 1' bench
4.204	Female Locker Room	8	1	12	96	2' wide lockers with 2' in front and 1' bench
4.205	Male Restroom	1	1	65	65	
4.206	Female Restroom	1	1	65	65	
4.207	Shift Commander Office	1	1	150	150	Private Office
4.208	Fingerprint Room	1	0	100	0	Sink, counter
Subtotal (NSF)					745	
Dept. Gross @ 35%					261	
TOTAL AREA (DGSF)					1,006	

Security Staff areas are the administrative and muster areas for Sheriff's Deputies, who oversee building security and prisoner movement. In this scenario it is assumed that at a minimum, the program must provide a muster room for deputies at shift change, locker/changing rooms, and one shift commander office. Sheriff's Office administration is assumed to remain at its current location.



Section 3 – Architectural Space Program

5.000 Court Services/Probation

The Court Services Unit provides probation supervision and aftercare, investigations, and intake services for youth and juveniles associated with the J&DR courts. Currently located in leased space near the new J&DR courthouse, this component would need to move to retain its adjacency to that court if the J&DR court function were to move.

This office consists of a public waiting/reception area and a staff office area, indicated below with space needs of approximately 3,000 DGSF.

Space #	Space Name	Persons or Items Per Area	Number of Areas	Space Standard	Square Feet	Comments
5.000 - COURT SERVICES/PROBATION						
5.100 Public Areas						
5.101	Waiting Room	1	1	300	300	
5.102	Children's Alcove	1	1	100	100	
5.103	Victim's Waiting	1	1	150	150	
5.104	Receptionist	1	1	80	80	
5.105	Toilet	1	1	100	100	
5.106	Janitor's Closet	1	1	35	35	
Subtotal (NSF)					765	
5.200 Court Services Office						
5.201	Director's Office	1	1	150	150	
5.202	Senior Secretary Office	1	1	120	120	
5.203	Supervisor Office	1	1	120	120	
5.204	Probation Office	1	4	100	400	
5.205	Intake Officer	1	0	100	0	
5.206	Clerical Workstation	1	0	80	0	
5.207	Drug Screening Room	1	1	80	80	
5.208	File Room	1	1	600	600	
Subtotal (NSF)					1,470	
Total Area (NSF)					2,235	
Dept. Gross @ 35%					782	
TOTAL AREA (DGSF)					3,017	



Section 3 – Architectural Space Program

6.000 Commonwealth's Attorney

The Commonwealth's Attorney has a close relationship in Albemarle County with all three divisions of the court, and as such, should retain co-location as much as possible with all divisions of the courts they serve. Currently co-located with the circuit and general district courts in the historic courthouse, the Commonwealth's Attorney requires an estimate of 5,000-6,000 DGSF of space for full anticipated future growth.

Depending on the solution selected for housing the court functions in the long term, the Commonwealth's Attorney may be located in the courthouse, in adjacent renovated space, in newly constructed space, or in nearby leased space. If leased space is considered, the departmental gross square footage should be used as the rentable square footage required.

Space #	Space Name	Persons or Items Per Area	Number of Areas	Space Standard	Square Feet	Comments
6.000 - COMMONWEALTH'S ATTORNEY						
6.100 Entrance/Lobby						
6.101	Lobby	0	1	120	120	
6.102	Reception Desk	1	1	120	120	Office adjacent to the entrance and the visitor lobby.
6.103	Beverage Station	1	0	10	0	
6.104	File Review/Small Conference	0	0	150	0	For defense attorney file review
6.105	Conference Room	0	1	240	240	12 person conference room
Subtotal (NSF)					480	
6.200 Staff Work Areas						
6.201	Commonwealth Attorney's Office	1	1	300	300	Seating for four at a table
6.202	Ass't Com. Attorney Offices	1	8	140	1,120	Lockable, file storage in offices
6.203	Administrative/Paralegal Workstations	1	4	80	320	Oversized workstations
6.204	Galley	1	1	25	25	
6.205	Closed File Storage	-	0.5	500	250	Closed records storage, lockable
6.206	Active File Storage	-	1	300	300	Active records storage, lockable
6.207	Intern/Volunteer Workstation	1	2	64	128	Shared
Subtotal (NSF)					2,443	
6.300 Shared Staff Areas						
6.301	Work/Storage Room	1	1	200	200	
6.302	Toilet	1	2	65	130	Individual toilets
6.303	Equipment Storage	1	1	100	100	
6.304	Break Area	1	1	200	200	
Subtotal (NSF)					630	
Subtotal (NSF)					3,553	
Dept. Gross @ 35%					1,244	
TOTAL AREA (DGSF)					4,797	



Section 3 – Architectural Space Program

7.000 – Building Shared

The following areas are spaces within the building which enhance or support all functions, either directly or indirectly. These are the areas which, if not programmed today, are accommodated in the building grossing factor. Most would be designed into the lower floor(s) of a building for delivery or access purposes.

Space #	Space Name	Persons or Items Per Area	Number of Areas	Space Standard	Square Feet	Comments
7.000 - BUILDING SHARED						
7.100 Shared Public Areas						
7.101	Building Shared Conference Room	1	0	800	0	
7.102	Storage Closet	1	2	100	200	
7.103	Beverage Station	1	1	100	100	
7.104	Public Restroom	1	2	250	500	six stalls/urinals, six sinks
Subtotal (NSF)					800	
7.200 Jury Assembly						
7.201	Jury Assembly check in and waiting	1	1	900	900	Capacity for 60 jurors @ 15 NSF each
7.202	Toilet	1	2	65	130	
7.203	Toilet w/Shower	1	0	80	0	
Subtotal (NSF)					1,030	
7.300 Shared Staff Areas						
7.301	Work/Storage Room	1	1	200	200	
7.302	Toilet	1	0	50	0	
7.303	Toilet w/Shower	1	0	80	0	
Subtotal (NSF)					200	
7.400 Loading Dock/Warehouse						
7.401	Loading Dock	-	1	120	120	
7.402	Staging Area	-	1	150	150	
7.403	Old Record Storage	-	1	2,000	2,000	
7.404	Building Storage	-	1	1,500	1,500	
7.405	Commissary Storage	-	1	150	150	
7.406	Inventory Workstation	-	1	64	64	
Subtotal (NSF)					3,984	
7.500 Trash Removal						
7.501	Dumpster Area	-	0.5	300	150	Near loading dock, est. @ 50% (exterior space)
7.502	Recycling Area	-	0.5	150	75	Near loading dock, glass, paper, plastic; @50%
Subtotal (NSF)					225	
7.600 Building Maintenance						
7.601	Maintenance Leader	1	1	100	100	
7.602	Maintenance Spec.	1	1	64	64	
7.603	Staff Toilet	-	-	65	-	
7.604	Maintenance Equipment Storage	-	1	250	250	
7.605	Workshop	-	1	350	350	
7.606	Chemical Storage	-	1	80	80	
Subtotal (NSF)					844	
7.700 Janitorial						
7.701	Janitor Storage	-	1	150	150	Storage room with fixed shelving, mop holders
7.702	First Aid Station	-	-	10	-	Eye wash, shower, wall supply cabinet
7.703	Chemical Mixing	-	-	60	-	Well-ventilated, wall sink and counter, shelving
Subtotal (NSF)					150	
Subtotal (NSF)					7,233	
Dept. Gross @ 35%					2,532	
TOTAL AREA (DGSF)					9,765	



Section 3 – Architectural Space Program

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Section 4 – Option Development

Three options were explored, to give a spectrum of solutions and determine a range of viable solutions. The three options were studied for massing, operations, and fit on the site(s) in question. Of particular interest was future expansion beyond the period of the planning study (through 2030). Although the conceptual plans only required massing and an understanding of how the facilities would be organized on the proposed sites, the proposal for the re-use of existing buildings for the downtown option required digging deeply into the ability of existing facilities to accommodate the three paths of circulation required for secure court operations. As such, the downtown scenario provides a great deal of detail about the internal layout of spaces. The other two options provide simple blocking on a site, as more of a site test-fit than a conceptual building design.

The three options were as follows.



Section 4 – Option Development

Downtown Option

Overview

The downtown option focused on maintaining all Albemarle County court components on or near the current courthouse complex, within the Court Square area of downtown Charlottesville. This option also examined the possibility of maximizing re-use of the historic courthouse for court use, to determine whether or not that facility could be used for modern court functions. The resulting solution makes use of County-owned (or partially owned) facilities within the City of Charlottesville, and attempts to maintain the closest proximity possible between court functions in the downtown context. This option included a massing study of the Levy Building site, a site proximal to the historic courthouse site, to determine the maximum size of court facilities which could be located there long-term.

Some assumptions included in development of this option were that the Juvenile & Domestic Relations (J&DR) court will remain in the recently completed J&DR Courthouse, along with the Sheriff's Office administration. Court Services will remain in its current location adjacent to the J&DR courthouse. The components left for inclusion in the exploration of a solution were

- Circuit Court (courtrooms/chambers and clerk's office, including land records/archives)
- General District Court (courtrooms/chambers and clerk's office)
- Commonwealth's Attorney
- Sheriff (holding and court security only)

The downtown reuse concept developed for this study proposes to dedicate the existing Historic Courthouse and Annex for the use of the Circuit Courthouse, with supporting Sheriff's office functions associated with in-custody defendant holding being the only other function located within the building. This solution requires the Commonwealth's Attorney's office and the District Court to vacate the existing facility. It is proposed that both these components would be located on the present site of the Levy Building. To accommodate their needs the present day addition to the rear of the Levy Building is proposed to be demolished and a more appropriately designed structure to house new courtrooms would be built in its place. The new structure housing the courtrooms would support the district courts while the historic Levy building would be used in its entirety to house the Commonwealth's Attorney's office.

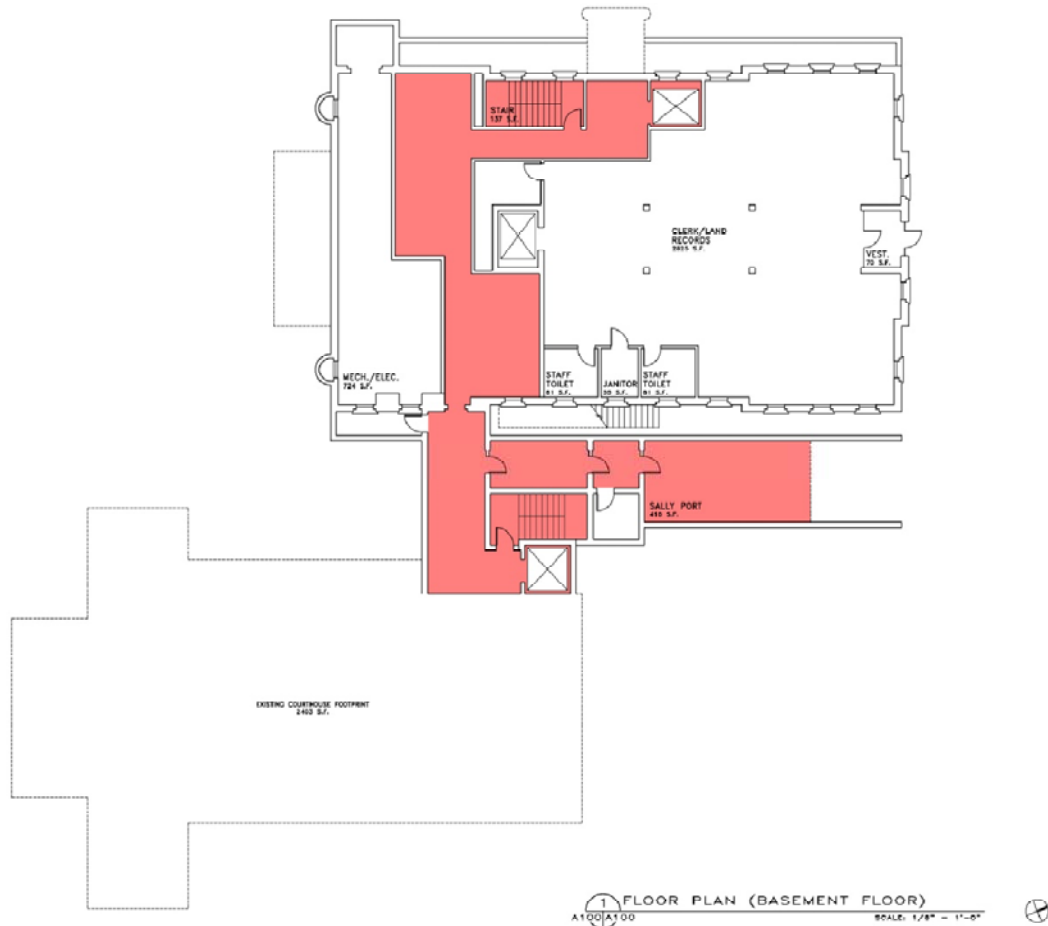
Historic Courthouse

In approaching the renovation of the Historic Courthouse complex, the team sought to meet the projected space needs, enhance safety and security for the judiciary, the public and the defendants and to respect the historic qualities of the existing buildings and grounds. Particular attention was paid to the Circuit Courthouse as Jefferson's "Common Temple". .



Section 4 – Option Development

Figure 1 - Historic Courthouse - Basement



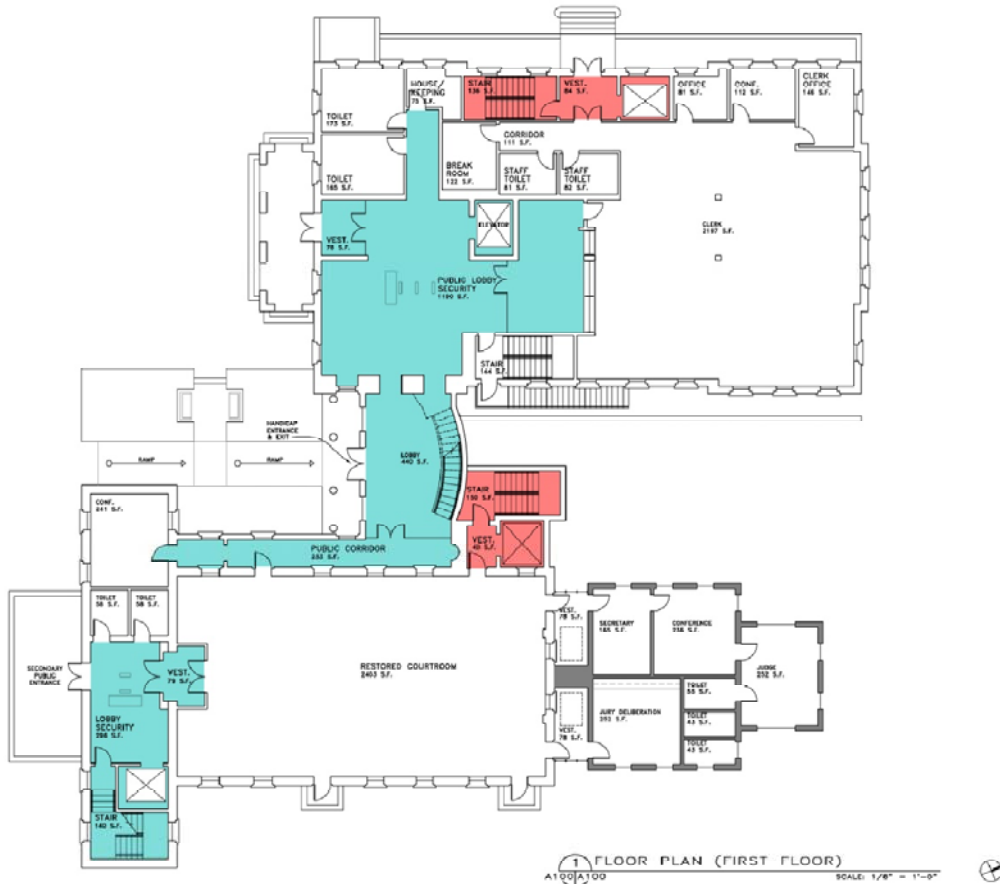
Starting with the Basement level of what is now the General District Courthouse, three distinct circulation paths will be established for the judiciary, the public and the in-custody defendants. Secure vertical circulation for the judiciary is provided by a stair and elevator located on the west side of the building, essentially in the location of the current stair and elevator. For in-custody defendant circulation, the existing sally port is enlarged to provide vertical access to an anteroom adjacent to the courtroom. The existing secure corridor to the holding cells and the cells remains.

Public access to the basement level Land Records area will be directly from High Street. This public area will be connected to the rest of the building only by a public elevator.



Section 4 – Option Development

Figure 2 - Historic Courthouse - First Floor



The first floor of the courthouse contains the main public lobby and public circulation elements.

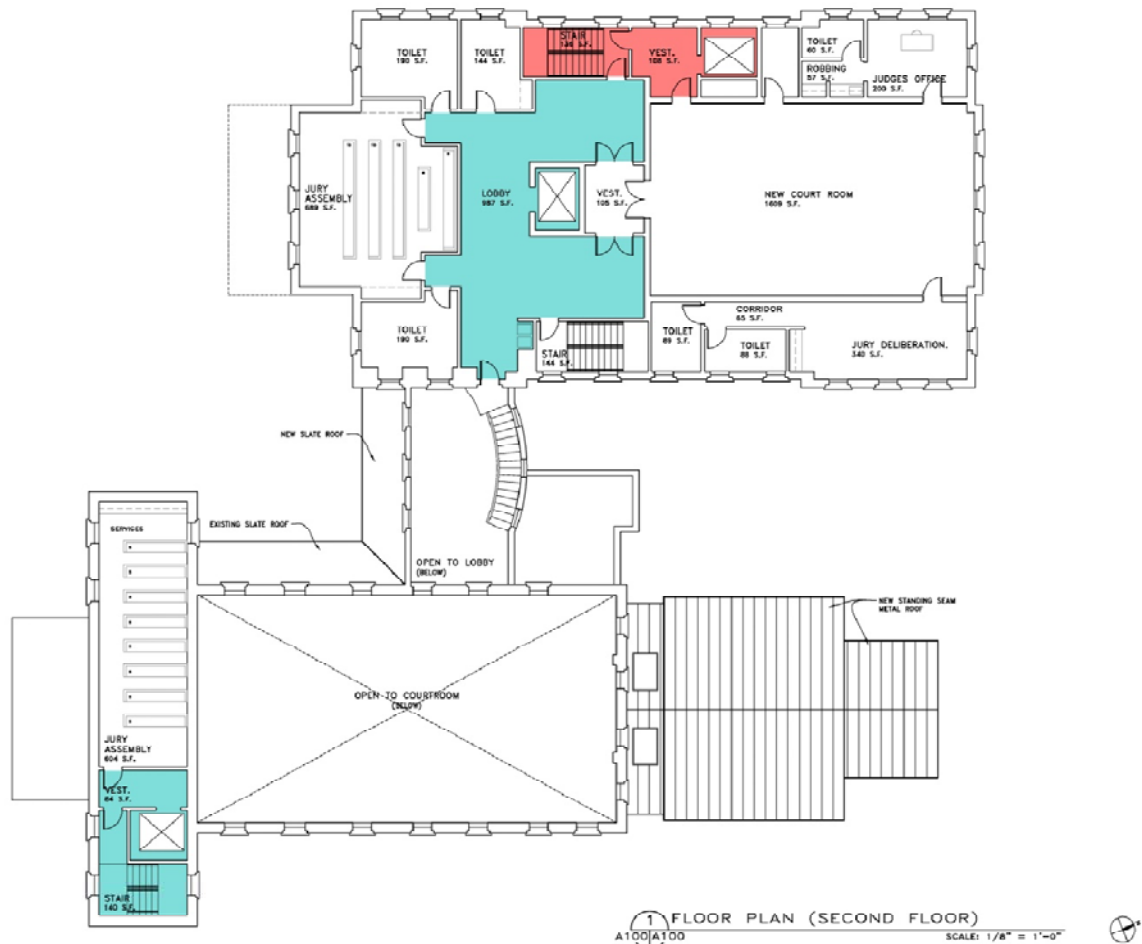
On this level, the main public entrance is established at what is now the General District Courthouse, with security screening for all court visitors. Access to the Circuit Court Clerk's Office customer service area is directly off the public lobby from this entrance, as are the public restrooms for the complex. The historic courthouse (including the courtroom) is renovated to re-establish the proportions of the Jeffersonian courtroom. New adjacent chambers and jury deliberation room are provided in an addition to the north of the historic courtroom, directly contiguous to the courtroom with restricted access.

A secondary public building entrance and security screening area is provided in the portico addition, which also contains vertical access to the jury assembly room on the level above. The existing hyphen connector between the two buildings has been enlarged to provide a large public stairway from the second floor to the first floor.



Section 4 – Option Development

Figure 3 - Historic Courthouse - Second Floor



The second floor of the existing General District Courthouse contains the jury assembly room as well as the upper level of the Jeffersonian courtroom. An elevator has been added to mitigate accessibility issues. The original courtroom balcony has not been restored; however, it could be if desired.

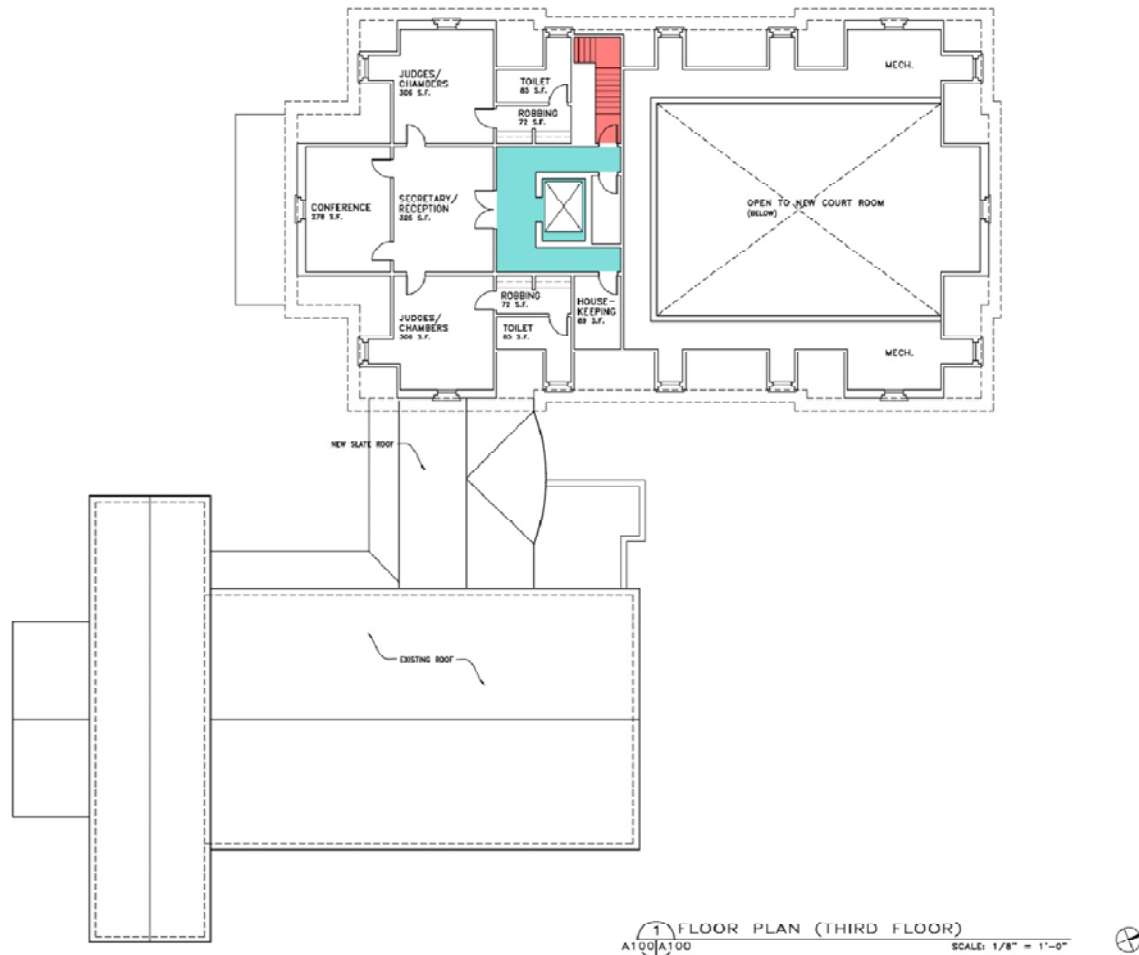
At the hyphen connector between the buildings, the stair from the second floor of the current General District Courthouse leads to the building entrances below.

In the existing Circuit Courthouse space, a new Circuit Courtroom is created with contiguous chambers and jury deliberation room on the north end of the building. On the south end, a jury assembly room has been created to support the court room in this building. Public access to the second floor lobby is by either public elevator or public stair. Judiciary access to the second floor secure spaces is by secure stair from level above or by secure elevator from the lower levels.



Section 4 – Option Development

Figure 4 - Historic Courthouse - Third Floor



The third floor of the Circuit Courthouse contains the upper portion of the courtroom to the north and a judicial suite to the south, which provides two additional chambers for a total of four chambers in the building. The suite is composed of two private offices with a shared library/conference room as well as secretarial and reception space.



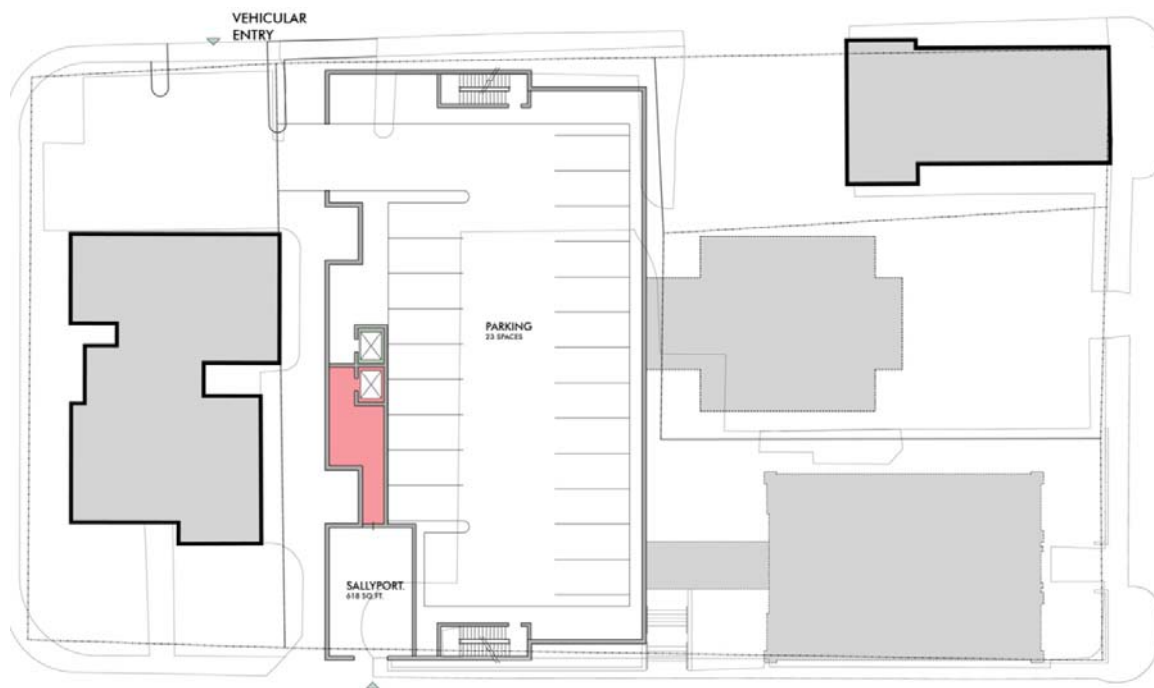
Section 4 – Option Development

Levy Building

The addition proposed as a part of this option is a five story structure (four stories plus a basement) with Central Holding and Judicial Parking being located on the Basement Level (which would be partially underground). Level One would be the main public entry and would support the District Court Clerk with Levels Two and Three designed to accommodate two courtrooms each. The District Court requires three courtrooms. The fourth courtroom and associated chambers shown in this concept could be built now (as indicated in this plan diagram) or shelled out for construction at a later date.

Level Four of the building provides additional future expansion. It is shown in this concept as accommodating additional judicial chambers. As a result, the addition to the Levy Building is sized to accommodate future expansion beyond the planning horizon of this study. This is proposed as a part of the initial construction associated with this project, as there will be no way to expand this facility in the future, leaving the courts land-locked when they eventually need more space. This additional space will provide additional long term expansion for the District Courts beyond the planning horizon of this study.

Figure 5 - Levy Building - Basement



The Basement Level includes the building Sallyport and some limited holding for in-custody defendants. In addition secure parking for the judiciary is also located on this level. The Basement level is partially below



Section 4 – Option Development

grade taking advantage of the sloped grade of the site which allows for vehicular access to the rear of the building at the Basement Level while allowing public entrance to the building on Level One.

Figure 6 - Levy Building - First Floor

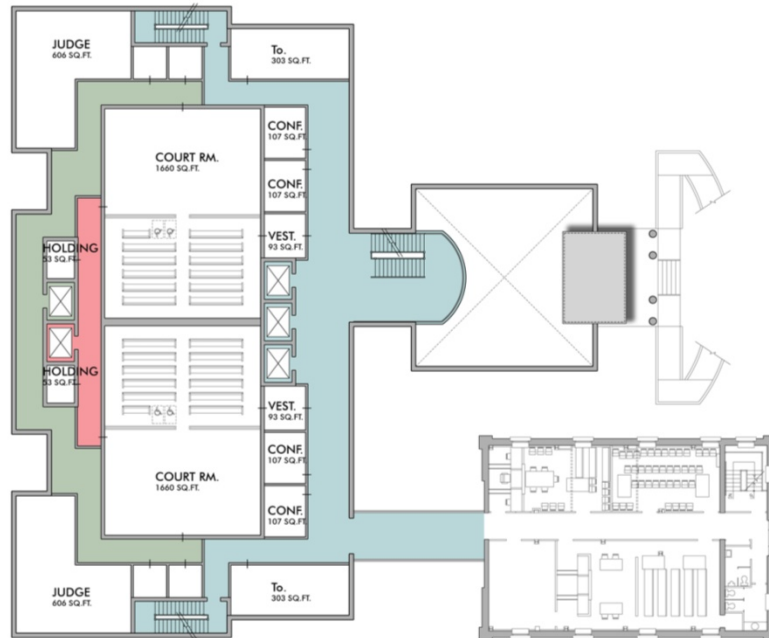


The First Floor of the Courthouse addition provides the main public entrance to the proposed District Courts/Commonwealth's Attorney courts building. A central security screening area is provided in the Lobby to screen both public and staff as they enter the building. The new entry faces the existing courts complex working to create a campus like feel for the courts family. The entry level would be raised above grade to provide a strong civic presence to the building and to align the first floor of the new addition with the existing first floor of the Levy Building. The District Court Clerk's Office would be housed on this Level. The Levy Building would house the Commonwealth's Attorney's office. The Commonwealth's Attorney's space requirements will back-fill all three levels of the Levy Building.



Section 4 – Option Development

Figure 7 - Levy Building - Second Floor



The Second Floor of the proposed District Court/Commonwealth's Attorney courts building houses two courtrooms and associated meeting rooms/ chambers for the District Court. Courtroom holding for in-custody defendants, and courtroom associated conference/witness waiting rooms are also provided. A communicating stairway linking the lobby with the Second Floor is proposed to take some pressure off of the elevators.

The Third Floor of the proposed District Court/Commonwealth's Attorney courts building repeats the functions housed on the second floor. This includes two courtrooms and associated chambers for the District Court. As in the Second Floor, courtroom holding for in-custody defendants, and courtroom associated conference/witness waiting rooms are also provided. The communicating stairway linking the lobby with the Second Floor is proposed to extend to this floor.



Section 4 – Option Development

Figure 8 - Levy Building - Third Floor

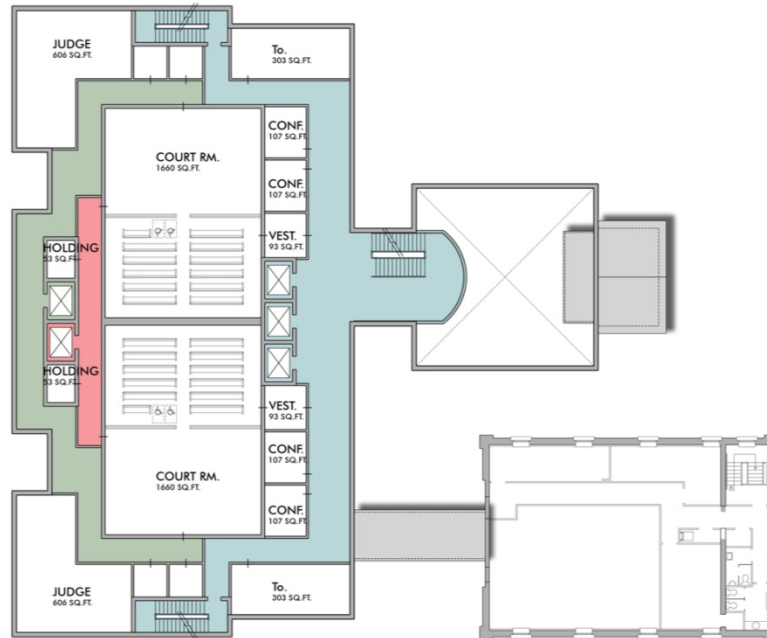
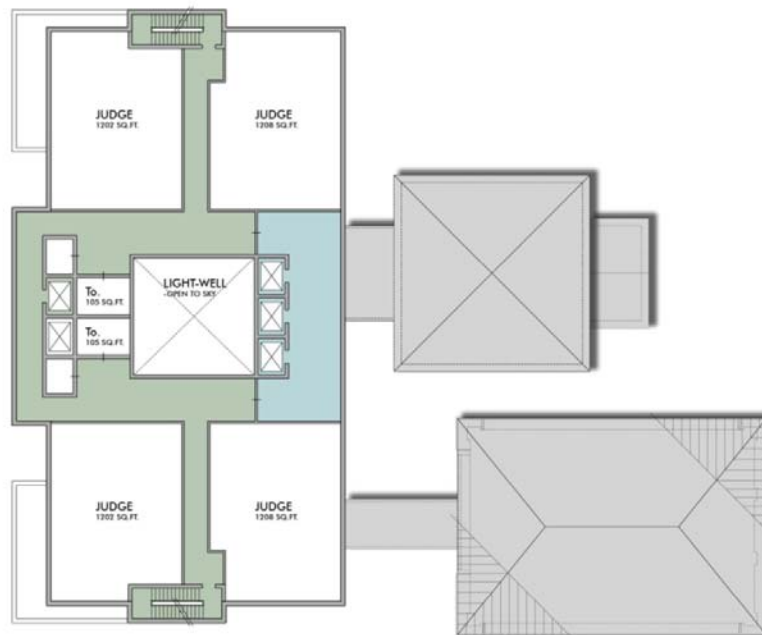


Figure 9 - Levy Building - Fourth Floor





Section 4 – Option Development

The Fourth Floor of the District Court/ Commonwealth’s Attorney Court building provides for additional future expansion of Court functions beyond the planning horizon of this study. It is shown as potential judicial chambers for the purposes of this report. Alternatively, this space could be shelled out in the interim until the time this space is needed by the courts. This would provide flexibility for the use of this space in the future.

Design Challenges

- Circulation
- Separability
- Accessibility
- Preservation
- Restoration
- Footprint

Costs

- Estimated Cost (pre-SD): \$526 per SF
- Estimated Total Construction Cost: \$46.3M (includes a fourth finished general district courtroom, estimated at approximately \$500,000 to \$600,000 over shell cost)

Pros

- **Maintains the historic location** of the courts in downtown Charlottesville and **continues a viable use** of the historic courthouse complex and Levy Building/Jail Building.
- Reuse of Levy Building or jail building for **Commonwealth Attorney’s Office** offers **proximal, yet separate operation** from the courts and mitigates accessibility issues at the front of the Levy Building.
- Infill of underutilized site behind Levy for new facility for General District courthouse offers **expansion possible beyond the 2030 planning window**.
- **Redesign of Levy or jail building** offers opportunity to **preserve historical scale** and relationship between buildings and the street, **continuing park context and feel across Park and High Streets**.
- **Provides maximum space needs beyond the 20-year planning horizon** for all components.
- **Optimizes existing downtown locations** for Sheriff’s Office, Court Services, and J&DR Court.
- Leaves future open for **potential long-term consolidation** of either J&DR or Circuit Court operations with General District Courts in new Levy General District Courthouse.



Section 4 – Option Development

- Renovation **costs must acknowledge a range of unknowns** at this pre-design stage, including hazardous materials and outdated MEP infrastructure. Further study is required to narrow the range of costs.
- **Continued public reliance on existing downtown parking;** new parking provided is for staff only.
- **Less than ideal layout for Circuit Court** due to small floor plates and limitations of existing historic structure.
- Although future internal growth is possible, **no future facility expansion is possible beyond this build-out.**
- **Court operations are split in three locations, with potential future reconsolidation of General District & J&DR.**



Section 4 – Option Development

COB-McIntire Option

The site of the County Office Building (COB) along McIntire has a vacant parcel which is currently used by Parks & Recreation. This parcel was explored to determine how much of the court operations could be re-located to this site, and whether this site might offer an alternative to retaining all court components downtown. At a minimum, the viability of relocation of the general district function was explored, as this split would not require moving the County Seat. Maximum stacking and massing were also explored to determine whether this site might offer a potential long-term re-location/co-location of J&DR with general district court. Circuit Court was assumed to remain downtown in the historic courthouse or other site for this analysis.

The components which were included in the COB-McIntire analysis included the following:

- General District Court (courtrooms/chambers and clerk's office)
- Commonwealth's Attorney
- Sheriff (holding and court security only)
- J&DR Court (courtrooms/chambers and clerk's office)
- Court Services Unit

In this scenario, the Circuit Court remains downtown in the historic courthouse, using the same scenario for that component as the downtown option.

The proposed concept for the COB McIntire site developed for this study utilizes both the present parking area and the ball parks along McIntire Road, with the new courthouse proposed to be sited to the eastern side of the property with the public parking located to the west, where it can be shared with the County Office Building. The foot print indicated in the concept site plan for the courthouse is approximately 25,000 square feet, which is an efficient footprint for a courthouse, yet can allow for up to four court sets to be accommodated on a floor. The concept anticipates a three-story court facility with the district court clerk's functions on the first level and the courtrooms and chambers on the upper levels. The Commonwealth's Attorney could be located in this new structure, or could be located closer to the circuit court, either in newly constructed space or in leased space.

The new courthouse building would have a prominent civic presence along McIntire Road which would run parallel with the building's main entrance. Public parking is accommodated by a two level parking structure which makes use of the natural grade to offer an extended tray of on-grade parking for the County Office Building at the top of the hill, and a lower level of on-grade parking for the courthouse below. A total of 195 spaces would be available to support the public parking needs for the new



Section 4 – Option Development

courthouse facility while maintaining (or expanding) parking for the COB by approximately 195 spaces on the higher deck.

Staff parking is located to the north and east of the new courthouse, providing separate and secure parking for the staff. The conceptual site plan provides the 83 spaces estimated as needed for staff parking. It is proposed that parking for the judges would be provided within the footprint of the courthouse in a level below the main entry level to the facility. Building service, and access to the judge's parking would all occur along the north (or back) side of the courthouse. The sheriff's in-custody defendant delivery is proposed to be provided on the east side of the courthouse. This location effectively screens all these back-of-house functions from the public and completes the three separates access points to the building for public, staff, and prisoners.

Future expansion of the facility beyond the planning horizon of this study is accommodated through the physical expansion of the facility to the west at some point in time. The allotted expansion space is proposed to be used as interim surface parking until the point in time when expansion of the facility is required. 53 parking spaces are indicated in this area.

Figure 10 - COB-McIntire Option





Section 4 – Option Development

Design Challenges

- Site Access
- Orientation
- Separability
- Staffing (Security, Commonwealth’s Attorney)
- Parking

Costs

- Estimated Cost (pre-SD): \$555 per SF
- Estimated Total Construction Cost: \$43.4M + \$3M structured parking + \$2.78M new Commonwealth’s Attorney’s Office (5,000 SF).

Pros:

- **Small Green Field Site** allows for customized design for General District court.
- **Provides maximum space needs beyond the 20-year planning horizon** for General District Court.
- **Relocation not required** for Sheriff’s Office Administration or Court Services.
- **Circuit Court remains operational in the historic courthouse**, with long-term growth and security issues addressed through improved circulation and layout. All courts remain downtown.
- **Potential Co-Location is possible** for General District and J&DR in the long run, with **expansion possible beyond the 2030 planning window**.
- Parking is ample and can advantage the County Office Building as well as the high volume General District Court.

Cons:

- The COB-McIntire site is the last buildout on that portion of County property. Building the site out for courts **precludes any other future County facility expansion on that site** and requires abandonment of the existing ball fields.
- **No underground parking** (secure parking for Sheriff or staff) is included in this option.
- **Four options are available for the Commonwealth’s Attorney, with a potentially wide range of costs.**
- **No parking solution is included for the Circuit Court**, unless tied to the Commonwealth’s Attorney solution (Levy or Jailer’s House).
- This solution provides the **same combinations of new and renovated space as the Downtown Scenario**, but with **greater implications for long-term separation of court components**.
- **Court operations are split in three locations, with potential future reconsolidation of General District & J&DR.**



Section 4 – Option Development

Green Field Site Outside City Limits Option

The third option which was explored was a hypothetical green field site, owned by the County, outside the City of Charlottesville limits. This solution assumed that in the long run, all County court components would be relocated to this location in one consolidated justice center. For cost estimate and massing purposes, a new custom-designed building was assumed.

Because this hypothetical site was not limited by the sizes or shapes which characterize actual land parcels, the ideal site was assumed.

Components included in the massing exercise for this option were:

- Circuit Court (courtrooms/chambers and clerk's office, including land records/archives)
- General District Court (courtrooms/chambers and clerk's office)
- Commonwealth's Attorney
- Sheriff (holding and court security only)
- J&DR Court (courtrooms/chambers and clerk's office)
- Court Services Unit

The conceptual plan for this option assumes a site large enough to accommodate both future expansion and all surface level parking with adequate green space and storm water retention to avoid any parking decks or structured storm water retention facilities. A building foot print of approximately 30,000 square feet is indicated. This is slightly larger than shown for COB McIntire as it is anticipated the actual site selected for this option would allow for a larger first floor foot-print. As at, COB McIntire this would accommodate up to four courts per floor on the upper levels of the courthouse. Dependant on the actual design and final size of the building footprint it is anticipated that a building ranging anywhere from three to five stories (dependant on the foot-print of the first floor) could support the needs of the courts.

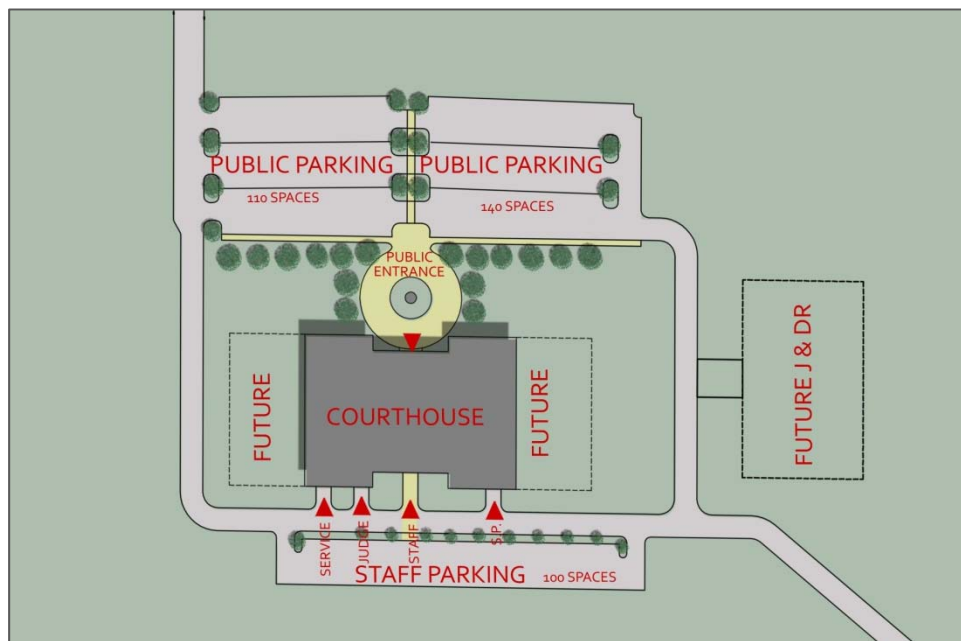
A surface public parking area sized for 250 spaces is located to the front of the courthouse. 100 Staff spaces are located to the rear of the facility. Parking for the judiciary is proposed to be located within the footprint of the new courthouse in a lower level. Staff, judicial, sheriff's in-custody defendant and service entrances to the building are all located to the rear of the courthouse to provide both visual and physical separation of these functions from the public. The concept design also provides for an 80 foot vehicular stand-off distance around the courthouse for anti-terrorist/ force protection measures, which is recommended where it can be provided.



Section 4 – Option Development

Expansion for the facility is shown as a free standing annex dedicated for the use of the Juvenile and Domestic Relations Courts on space set aside for this purpose. Expansion could also be accommodated by an addition to the courthouse. A decision in regards to the best method to provide for needed space beyond the planning horizon of this study would be made at a later date. In either case the concept diagram accommodates expansion beyond the initial construction of the proposed courthouse.

Figure 11 - Green Field Option



Design Challenges

- Site Access
- Separability
- Staffing (Security, Commonwealth's Attorney)
- Parking
- Preservation
- Restoration

Costs

Estimated Cost (pre-SD): \$557 per SF

Estimated Total Construction Cost: \$52.1M



Section 4 – Option Development

Pros

- **Ample Green Field Site** allows for customized design with few site or footprint limitations.
- **Potential Co-Location is possible** for all court components in the long run, with **expansion possible beyond the 2030 planning window**.
- **Provides maximum space needs beyond the 20-year planning horizon** for all components.
- Potential to be a catalyst for economic development in the surrounding area. Additional research is needed to confirm/quantify this assumption.
- Setbacks from roadways allow for **optimal blast protection** distances.
- All new construction offers **ease of state-of-the-art technological integration**.

Cons

- **The Existing Courthouse and Levy Building are left vacant**, abandoning the historical court context and all existing infrastructure. The Circuit Court Judge has indicated a preference for not moving the Circuit Court out of the Jefferson Courthouse.
- Long-term, this scenario also **abandons the recently constructed J&DR Court**.
- A **referendum is required** to approve moving the courts outside the County Seat.
- **Relocation is required** for Sheriff's Office Administration and Court Services, both in relatively new space downtown.
- Interim solutions assume up to **20 years or more of split court operations**, with J&DR downtown and Circuit and General District Courts at the new facility.
- Construction costs must acknowledge **a range of unknowns** at this pre-design stage, including site development costs, finishes, and the operational costs associated with courts separated by physical distance. Further study is required to narrow the range of costs.
- **Court operations are split in two locations, with potential future reconsolidation of Circuit/General District & J&DR**



Section 5 - Recommendations

A number of recommendations have emerged during the course of this study. The recommendations range from simple suggestions to implement in the short-term to broad scope recommendations for a long-term courthouse solution. This chapter is an attempt to summarize the consultant team's recommendations to Albemarle County for moving forward, both short- and long-term, and to proceed in making the best informed decisions on behalf of the citizens of Albemarle County.

Court Storage Report

A court storage report was conducted concurrent to this study for the circuit court, general district court, and Commonwealth's Attorney to determine short-term space mitigation strategies to improve the constraints currently affecting court operations. This report produced some short-term recommendations which can be implemented immediately, and which will hopefully help to improve conditions in the interim, while decisions are made and phasing is determined for a more long-term approach.

Urgency for Determining Long-Term Direction for Courts

Current space shortfalls and quality of that space determine the urgency of need for implementing a solution.

The analysis of current caseload per judge/courtroom indicates that the Circuit Court needs 1.25 full-time courtrooms right now. They are currently using one courtroom (with questionable circulation, no holding, and inadequate jury facilities) and one approximately 600 SF "hearing" type room (on the third floor, in a location that does not meet accessibility or life safety standards, and which cannot accommodate a jury or large groups). The forecast shows the need growing to between 1.5 and 1.65 courtrooms by the year 2030.

Current General District Court caseload indicates a need for 1.27 to 1.49 courtrooms right now. This division is currently using one courtroom and one "hearing" type room, which is approximately 400 SF in size. As with the circuit court, the general district court set offers little or no separation of circulation, and little or no holding. The hearing room is located across a small public waiting area from the main courtroom, forcing the judge and all parties to matriculate through the same open area to enter the room. Although the cases processed in this division are limited jurisdiction cases, in-custody defendants and witnesses are common, and the lack of secure holding adjacent to the courtroom is a concern. The forecast shows the need for general district courtroom space growing to between 1.37 and 2.31



Section 5 – Recommendations

courtrooms by 2030. Project leadership has opted to use the higher number for the purposes of this planning study.

Fractions of courtrooms are rounded up to the nearest whole courtroom when sharing is not possible. With both divisions in one building, the current need totals approximately three full-time courtrooms (1.25 circuit + 1.27 general district = 2.52, rounded to 3.0). If circuit and general district divisions continue to be housed in the same building (Green Field Site Outside City Limits Option), it could be possible to design and build uniform courtrooms which could be used for all case types, so that courtroom sharing can continue. These courtrooms would need to be uniformly designed as large trial courtrooms, but efficiencies may be achieved through sharing. In this case, the need totals approximately four full-time courtrooms by 2030 (1.65 circuit + 2.31 general district = 3.96, rounded up to 4.0). Beyond this growth window, there is no additional courtroom time available, so if the assumptions behind this forecast hold, it can be anticipated that more courtrooms will be required shortly after 2030. *Note that the solution which was developed and priced in this study did not assume this type of sharing, in order to provide equal comparison of price and space with the other two scenarios.*

If, however, the two divisions are separated (Downtown Option, COB-McIntire Option), sharing cannot occur, and circuit and general district courtroom needs must be assessed separately. Circuit will require two full time courtrooms by 2030 (1.65 rounded up to 2.0) and general district will require three full time courtrooms by 2030 (2.31 rounded up to 3.0) for a total of 5.0 courtrooms. In this case, the two circuit courtrooms must be designed as large trial courtrooms, but the general district courtrooms can be designed for their purpose, and can be slightly smaller. There is also available dark time beyond the 2030 window (0.35 of a circuit courtroom and 0.69 of a general district courtroom) to absorb future growth.

Security and life safety conditions at the courthouse, combined with current courtroom space shortfalls, press for a rapid decision about a future path forward. The decision must determine which of the three options presented in this study is right for Albemarle County, and the issue of courtroom sharing is just one of several subordinate pre-design decisions which will need to be made to hone in on the scope of work to follow.

Additional Information Gathering Steps

Some steps have been identified, which could be undertaken to further inform the group prior to making a final decision. These include:

- Conduct community involvement meetings to assess the values and priorities of the citizens
- Conduct a broader cost analysis of three options
 - Bring on economic impact analysis specialists



Section 5 – Recommendations

- Bring on life-cycle analysis specialists to enhance the cost estimate beyond construction/project costs
- If new construction, work to create a vision for the whole complex. Bring on a developer team-mate and establish a clear vision and steps forward.

It is strongly recommended that as many of these steps be taken as possible, so that the decision-makers can rest comfortably in their selection, knowing they have tapped all relevant information prior to selecting a future path.

Timeline to Action

This report has documented the existing security and capacity issues which exist at the historic courthouse, and which can only be fully resolved through renovation of the existing facility or moving at least a part of the courts elsewhere. The concurrent court storage needs study has documented record storage and archival concerns which can only be completely resolved through a long-term strategy.

Although the forecasted space needs are not pushing for immediate action, current space shortfalls and compromised security press for immediate steps to be taken toward a long-term solution. While it is fair to expect such a solution to take years to completely implement, it is reasonable to expect steps to be taken from this point forward to move toward some alleviation of current problems.

Some issues which should be considered pressing include the following:

- Security, infrastructure, life safety, and capacity issues at the historic courthouse
- Circuit court archives are un-searchable at Levy
- The Commonwealth Attorney's office is in a poor location, split by public corridor, with no security
- Some costly infrastructure needs will occur shortly – such as elevators in the historic courthouse.
- The courts are implementing operational compromises to the space limitations which affect security.
 - a. Judge walks in public space to CR
 - b. Tiny hearing room off of public space for general district hearings
 - c. Prisoner movement is not restricted
 - d. No holding in courthouse to speak of
 - e. Multiple entrances so just secure the courtrooms



Section 5 – Recommendations

All of these factors push toward immediate action of some kind. Even if a built solution is the long-term fix, design and interim mitigating strategies will need to occur during the intervening 2-3 years prior to groundbreaking, and the 5-7 years prior to completion of construction.



Section 6 – Appendices

Appendix A – Albemarle County and the City of Charlottesville Historic and Projected Population 1992-2030

Year	Albemarle County Population	Albemarle County Population Annual Growth	Albemarle County Average Annual Growth Rate	Albemarle County and City of Charlottesville Population	Albemarle County Population and City of Charlottesville Annual Growth	Combined Average Annual Growth Rate
1992	69,977			110,185		
1993	71,340	1.95%		111,419	1.12%	
1994	72,569	1.72%		112,425	0.90%	
1995	75,744	4.38%		113,538	0.99%	
1996	76,935	1.57%		114,544	0.89%	
1997	77,615	0.88%		115,445	0.79%	
1998	79,417	2.32%		116,405	0.83%	
1999	80,145	0.92%		116,960	0.48%	
2000	84,196	5.05%		124,285	6.26%	
2001	85,666	1.75%		126,416	1.71%	
2002	86,366	0.82%		127,537	0.89%	
2003	87,341	1.13%		128,071	0.42%	
2004	88,736	1.60%		129,481	1.10%	
2005	90,376	1.85%		131,203	1.33%	
2006	92,007	1.80%		133,046	1.40%	
2007	92,751	0.81%		134,014	0.73%	
2008	94,287	1.66%		135,905	1.41%	
2009	94,908	0.66%		137,126	0.90%	
2010	98,970	4.28%	1.95%	142,445	3.88%	1.45%
2011	100,665	1.71%		144,482	1.43%	
2012	102,360	1.68%		146,519	1.41%	
2013	104,055	1.66%		148,555	1.39%	
2014	105,750	1.63%		150,592	1.37%	
2015	107,445	1.60%		152,629	1.35%	
2016	109,139	1.58%		154,666	1.33%	
2017	110,834	1.55%		156,703	1.32%	
2018	112,529	1.53%		158,739	1.30%	
2019	114,224	1.51%		160,776	1.28%	
2020	115,919	1.48%		162,813	1.27%	
2021	117,614	1.46%		164,877	1.27%	
2022	119,309	1.44%		166,941	1.25%	
2023	121,004	1.42%		169,004	1.24%	
2024	122,699	1.40%		171,068	1.22%	



Section 6 – Appendices

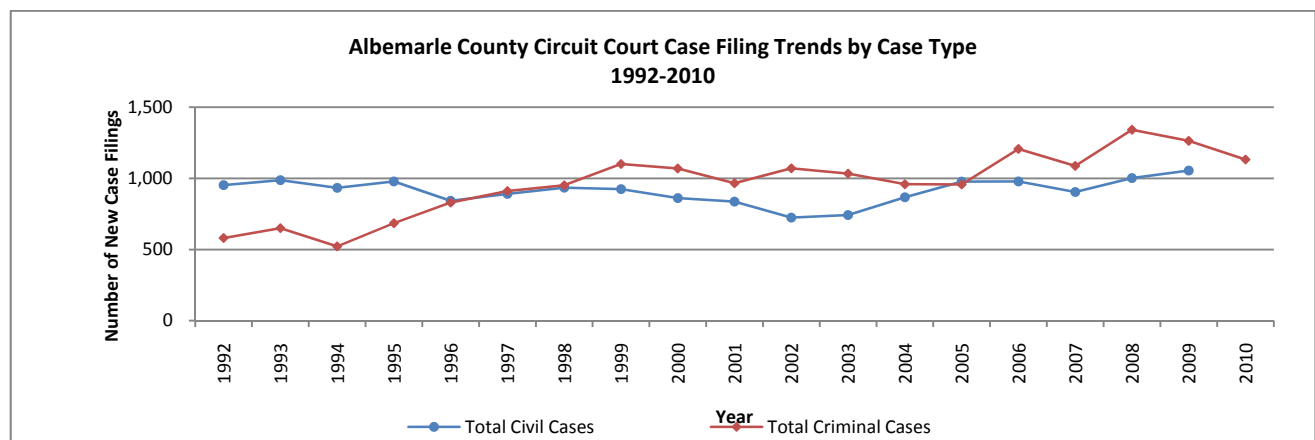
2025	124,394	1.38%		173,132	1.21%	
2026	126,088	1.36%		175,196	1.19%	
2027	127,783	1.34%		177,260	1.18%	
2028	129,478	1.33%		179,323	1.16%	
2029	131,173	1.31%		181,387	1.15%	
2030	132,868	1.29%	1.48%	183,451	1.14%	1.27%



Section 6 – Appendices

Appendix B – Albemarle Circuit Court Case Filings, 1992-2010

Civil Cases							Criminal Cases				Total Circuit Court Cases
Year	GD	Other	Divorce	Other	J&DR	Total	1&2 Felony	Other	Total Criminal Cases		
	APLS/REM	Law		Equity	Appeals	Civil Cases		Felony		Misdemeanor	
1992	33	473	297	132	18	953	21	366	194	581	1,534
1993	35	473	336	128	16	988	12	451	187	650	1,638
1994	29	441	326	103	35	934	12	308	202	522	1,456
1995	37	447	309	156	30	979	36	339	310	685	1,664
1996	35	327	307	126	48	843	20	516	294	830	1,673
1997	34	375	307	141	34	891	32	508	371	911	1,802
1998	20	444	291	136	44	935	6	587	358	951	1,886
1999	33	400	325	123	44	925	12	709	380	1,101	2,026
2000	24	402	276	115	45	862	7	710	353	1,070	1,932
2001	36	392	244	118	47	837	8	666	292	966	1,803
2002	27	292	232	139	34	724	10	791	270	1,071	1,795
2003	27	290	268	115	42	742	18	761	255	1,034	1,776
2004	23	405	234	165	40	867	4	723	232	959	1,826
2005	22	560	220	142	33	977	0	699	258	957	1,934
2006	24	738	150	29	37	978	0	928	279	1,207	2,185
2007	15	619	217	25	28	904	9	744	335	1,088	1,992
2008	21	706	209	26	40	1,002	5	947	390	1,342	2,344
2009	31	746	221	18	39	1,055	9	908	347	1,264	2,319
2010	17	782	225	23	62	1,109	3	862	268	1,133	2,242

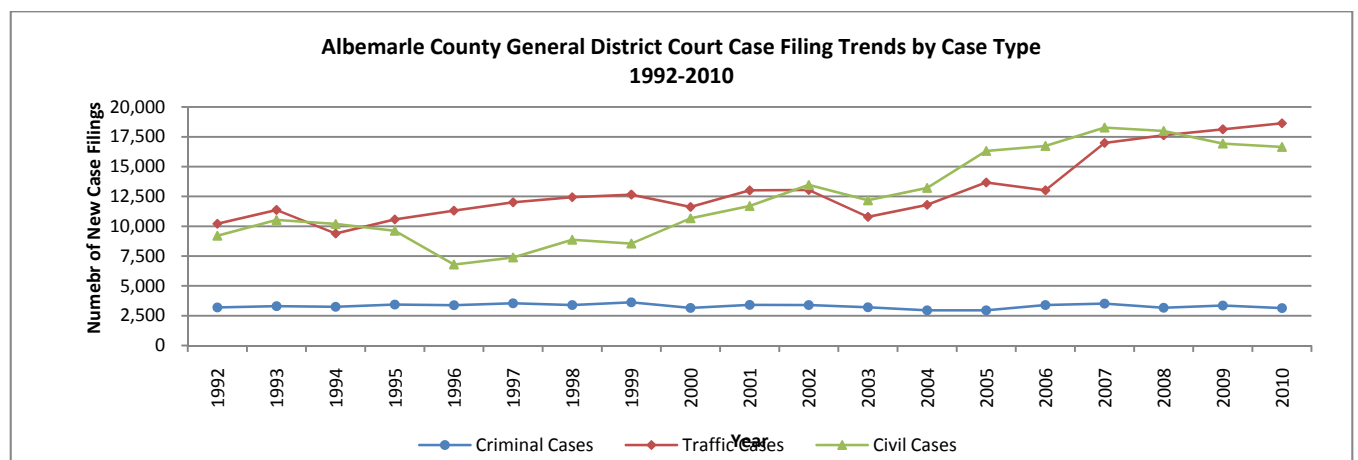




Section 6 – Appendices

Appendix C – Albemarle General District Court Case Filings, 1992-2010

Year	New Case Filings			Total New District Court Case Filings
	Criminal Cases	Traffic Cases	Civil Cases	
1992	3,196	10,207	9,206	22,609
1993	3,302	11,367	10,526	25,195
1994	3,241	9,388	10,190	22,819
1995	3,440	10,566	9,623	23,629
1996	3,377	11,306	6,789	21,472
1997	3,540	12,007	7,381	22,928
1998	3,388	12,436	8,871	24,695
1999	3,627	12,654	8,545	24,826
2000	3,150	11,618	10,661	25,429
2001	3,408	13,007	11,698	28,113
2002	3,400	13,042	13,466	29,908
2003	3,204	10,781	12,175	26,160
2004	2,954	11,790	13,217	27,961
2005	2,952	13,671	16,313	32,936
2006	3,388	13,013	16,729	33,130
2007	3,510	16,987	18,278	38,775
2008	3,161	17,627	17,993	38,781
2009	3,348	18,131	16,932	38,411
2010	3,136	18,635	16,653	38,424





Section 6 – Appendices

Appendix D – 2009 State-Wide Circuit Court Case Filing Workloads

CIRCUIT COURTS

Table 18
Circuit Courts
2009 Commenced Caseload by Circuit with State Rankings

Circuit	Authorized Judgeship	Civil Total	State Rank	Civil Cases/ Judge	State Rank	Criminal Total	State Rank	Criminal Cases/ Judge	State Rank	Total Cases Commenced	
										Cases/ Judge	State Rank
1	5.00	3,150	14	630	15	6,038	12	1,208	15	1,838	17
2	10.00	7,242	2	724	8	11,395	2	1,140	16	1,864	15
3	5.00	3,810	10	762	6	4,239	23	848	26	1,610	25
4	9.00	6,346	3	705	10	8,484	5	943	24	1,648	22
5	3.00	1,702	24	567	20	4,401	22	1,467	8	2,034	8
6	2.34	1,260	30	538	22	3,073	28	1,313	12	1,851	16
7	5.00	2,383	20	477	28	5,220	18	1,044	21	1,521	27
8	4.00	2,063	22	516	25	3,089	26	772	28	1,288	30
9	4.00	2,799	19	700	13	4,417	21	1,104	19	1,804	20
10	3.00	1,763	23	588	19	4,947	20	1,649	5	2,237	5
11	2.66	1,413	29	531	23	2,967	29	1,115	18	1,646	23
12	5.00	3,574	11	715	9	6,534	9	1,307	13	2,022	10
13	8.00	5,157	5	645	14	8,230	6	1,029	22	1,674	21
14	5.00	3,088	16	618	17	6,882	8	1,376	10	1,994	12
15	8.00	5,803	4	725	7	13,927	1	1,741	3	2,466	2
16	5.00	3,508	12	702	12	5,681	14	1,136	17	1,838	18
17	4.00	1,539	26	385	30	2,597	30	649	29	1,034	31
18	3.00	4,245	8	1415	1	1,712	31	571	30	1,986	13
19	15.00	13,964	1	931	3	7,993	7	533	31	1,464	28
20	4.00	5,035	6	1259	2	3,086	27	772	27	2,031	9
21	3.00	898	31	299	31	3,749	25	1,250	14	1,549	26
22	4.00	2,065	21	516	24	6,338	11	1,585	7	2,101	7
23	6.00	3,236	13	539	21	5,378	16	896	25	1,435	29
24	5.00	3,062	17	612	18	5,061	19	1,012	23	1,624	24
25	4.00	2,816	18	704	11	5,862	13	1,466	9	2,170	6
26	5.00	3,987	9	797	5	8,984	3	1,797	2	2,594	1
27	5.00	3,113	15	623	16	8,627	4	1,725	4	2,348	4
28	3.00	1,435	28	478	27	4,005	24	1,335	11	1,813	19
29	4.00	1,617	25	404	29	6,443	10	1,611	6	2,015	11
30	3.00	1,508	27	503	26	5,556	15	1,852	1	2,355	3
31	5.00	4,628	7	926	4	5,283	17	1,057	20	1,983	14
Total	157.00	108,209		689		180,198		1,148		1,837	

*Note: Currently the Albemarle County Circuit Court new case filings for year 2010 are 2,242.



Section 6 – Appendices

Appendix E – 2009 State-Wide District Court Case Filing Workloads

GENERAL DISTRICT COURTS

Table 27

*General District Courts**2009 New Caseload by District with State Rankings*

District	Judgeships	Total Cases	State Rank	Total Hearings	State Rank	Cases/Judge	State Rank
1	4.00	89,367	19	106,093	15	22,342	24
2	7.00	204,289	3	203,461	4	29,184	13
2A	1.00	29,340	31	27,673	32	29,340	11
3	3.00	45,373	27	59,750	27	15,124	31
4	6.00	151,288	5	161,039	5	25,215	18
5	3.00	63,577	24	79,893	23	21,192	25
6	4.00	117,151	13	112,433	14	29,288	12
7	4.00	93,160	16	114,088	13	23,290	20
8	3.00	79,511	20	102,775	18	26,504	16
9	3.00	89,816	18	94,382	20	29,939	9
10	3.00	69,818	23	80,348	22	23,273	21
11	2.00	74,422	22	85,309	21	37,211	2
12	4.00	124,473	11	147,735	7	31,118	7
13	8.00	193,192	4	218,374	3	24,149	19
14	4.00	124,617	10	137,294	11	31,154	6
15	6.00	223,868	2	244,815	2	37,311	1
16	4.00	130,901	8	127,333	12	32,725	5
17	4.00	75,811	21	76,270	24	18,953	28
18	2.00	36,588	29	45,837	29	18,294	29
19	11.00	374,288	1	347,241	1	34,026	3
20	4.00	119,123	12	102,335	19	29,781	10
21	2.00	27,888	32	28,375	31	13,944	32
22	2.00	53,308	26	64,260	26	26,654	15
23	5.00	113,621	14	140,932	8	22,724	23
24	4.00	91,486	17	102,894	17	22,872	22
25	4.70	97,114	15	105,447	16	20,663	26
26	4.30	133,239	7	140,785	9	30,986	8
27	5.00	129,774	9	137,545	10	25,955	17
28	2.00	57,471	25	59,611	28	28,736	14
29	2.00	39,917	28	69,190	25	19,959	27
30	2.00	31,111	30	41,699	30	15,556	30
31	4.00	135,069	6	156,079	6	33,767	4
Total	127.00	3,419,971		3,721,295		26,929	
State Average						26,929	
Urban Average						26,676	
Rural Average						27,230	

*Note: Currently the Albemarle County General District Court new case filings for year 2010 are 38,424.



Section 6 – Appendices

Appendix F – Comparable County Populations to Albemarle County

District/ Circuit	Counties Within District	Total Number of Judges In Circuit/District	Table 1. Annual Estimates of the Resident Population for Counties of Virginia			
			Geographic Area	Population Estimates		Census
				2009	2005	2000
23	Roanoke County Roanoke City Salem	6 Circuit Court 5 General District Court	Roanoke County Roanoke City	91,011 94,482	88,483 92,506	85,776 94,912
27	Bland Carroll Floyd Giles Grayson Montgomery Pulaski Wythe Radford Galax	5 Circuit Court 5 General District Court	Montgomery County	91,023	87,020	83,631
16	Albemarle Culpeper Fluvanna Goochland Greene Louisa Madison Orange Charlottesville	5 Circuit Court 4 General District Court	Albemarle County	94,908 (2010 Census: 98,970)	90,376	84,196
3	Portsmouth	5 Circuit Court 3 General District Courts	Portsmouth City	99,321	100,783	100,566
15	Caroline Essex Hanover King George Lancaster Northumberland Richmond County Spotsylvania Stafford Westmoreland Fredericksburg	8 Circuit Court 6 General District Court	Hanover County	99,933	96,473	86,320



Section 6 – Appendices

Appendix G – Comparable County Populations to Albemarle County and City of Charlottesville

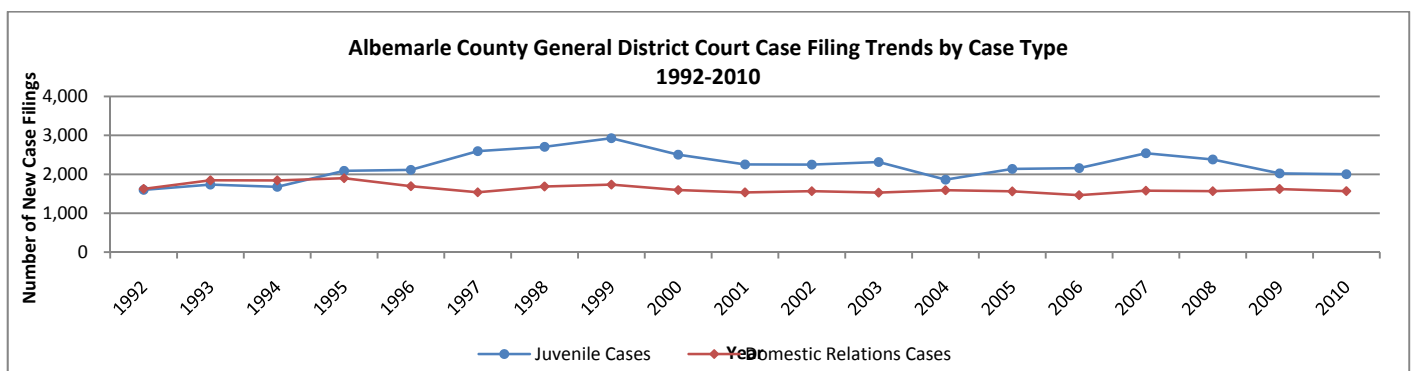
District/ Circuit	Counties Within District	Total Number of Judges In Circuit/District	Table 1. Annual Estimates of the Resident Population for Counties of Virginia			
			Geographic Area	Population Estimates		Census
				2009	2005	2000
15	Caroline Essex Hanover King George Lancaster Northumberland Richmond County Spotsylvania Stafford Westmoreland Fredericksburg	8 Circuit Court 6 General District Court	Spotsylvania County	120,977	114,909	90,395
			Stafford County	124,166	116,672	92,446
16	Albemarle Culpeper Fluvanna Goochland Greene Louisa Madison Orange Charlottesville	5 Circuit Court 4 General District Court	Albemarle and City of Charlottesville	137,126	131,203	124,285
				(2010 Census: 142,445)		
8	Hampton City	4 Circuit Court 3 General District Court	Hampton city	144,236	147,051	146,437
18	Alexandria City	3 Circuit Court 2 General District Court	Alexandria city	150,006	137,602	128,351



Section 6 – Appendices

Appendix H – Albemarle Juvenile and Domestic Relations Court Case Filings, 1992-2010

New Cases				Hearings				Judges	Clerks
Year	Juvenile Cases	Domestic Relations Cases	Total New Juvenile & DR Cases	Juvenile Hearings Held	Juvenile Hearings Per case	Domestic Hearings Held	Domestic Hearings Per case		
1992	1,600	1,625	3,225	2,810	1.76	2,752	1.69	0.6	5
1993	1,734	1,844	3,578	3,388	1.95	3,346	1.81	0.6	5
1994	1,677	1,843	3,520	3,556	2.12	7,327	2.08	0.6	5
1995	2,087	1,898	3,985	4,944	2.37	4,454	2.35	0.6	5
1996	2,114	1,694	3,808	5,118	2.42	4,342	2.56	0.6	5
1997	2,595	1,538	4,133	6,185	2.38	3,906	2.54	0.6	5
1998	2,705	1,687	4,392	7,226	2.67	4,297	2.55	0.6	5
1999	2,927	1,734	4,661	7,089	2.42	7,702	2.54	0.6	5
2000	2,502	1,596	4,098	7,478	2.99	4,180	2.62	0.6	5
2001	2,251	1,535	3,786	5,667	2.52	3,781	2.46	0.6	5
2002	2,247	1,567	3,814	5,268	2.34	4,068	2.60	0.6	5
2003	2,316	1,529	3,845	5,567	2.40	3,649	2.39	0.6	5
2004	1,864	1,591	3,455	4,725	2.53	3,742	2.35	0.6	5
2005	2,137	1,562	3,699	5,256	2.46	3,854	2.47	0.6	5
2006	2,159	1,465	3,624	6,155	2.85	4,000	2.73	0.6	5
2007	2,539	1,579	4,118	6,773	2.67	4,012	2.54	0.6	5
2008	2,381	1,567	3,948	6,546	2.75	4,203	2.68	0.6	5
2009	2,022	1,622	3,644	5,598	2.77	4,013	2.47	0.6	5
2010	2,003	1,568	3,571	5,169	2.58	4,190	2.67	0.6	5





Section 6 – Appendices

Appendix I – 16th Judicial District Juvenile and Domestic Relations Court Case Filings, 1992-2010

<u>Year</u>	<u>Historic Juvenile Cases</u>	<u>Historic Domestic Relations Cases</u>	<u>Historic Total J & DR Cases</u>	<u>Juvenile Hearings per Case</u>	<u>Domestic Relations Hearings per Case</u>	<u>Number of Judges</u>	<u>Number of J&DR Clerks</u>
1992	6,436	6,865	13,301	1.88	1.86	4	9
1993	6,833	8,064	14,897	1.95	2.01	4	9
1994	7,158	7,955	15,113	2.09	2.32	4	9
1995	8,348	8,156	16,504	2.28	2.49	4	9
1996	9,090	8,261	17,351	2.36	2.64	4	9
1997	10,692	8,688	19,380	2.39	2.57	4	9
1998	11,195	9,356	20,551	2.45	2.58	4	9
1999	12,295	9,377	21,672	2.37	2.44	4	9
2000	11,971	9,073	21,044	2.58	2.57	4	9
2001	10,666	9,236	19,902	2.42	2.37	4	9
2002	10,959	9,135	20,094	2.28	2.41	4	9
2003	10,390	9,476	19,866	2.43	2.39	4	9
2004	9,392	9,434	18,826	2.41	2.31	4	9
2005	10,490	9,558	20,048	2.38	2.36	4	9
2006	10,836	9,866	20,702	2.48	2.33	4	9
2007	11,529	10,640	22,169	2.48	2.42	4	9
2008	11,416	10,458	21,874	2.48	2.42	4	9
2009	10,888	10,439	21,327	2.51	2.51	4	9
2010	10,126	10,166	20,292	2.55	2.64	4	9

