

TITLE 83 - JAIL STANDARDS BOARD - STANDARDS FOR JUVENILE
DETENTION FACILITIES

CHAPTER 18 - NEW FACILITY DESIGN AND CONSTRUCTION

001 Applicability. All standards in this section, except where exceptions are stated, shall apply to new juvenile detention facilities and renovation of existing juvenile detention facilities for which construction is initiated after the effective date of these Standards. In the case of partial renovation of an existing facility, it is intended that these Standards should apply only to the part of the facility being renovated. The un-renovated portion of the facility would remain subject to the existing facility standards as specified in Chapter 17. The purpose in applying the Standards in this manner is to encourage local jurisdictions to proceed with making needed improvements to existing facilities where new construction or total renovation may not be practical in the short term.

002 Rated Capacity. The facility shall have a rated capacity established in accordance with these Standards. Except in emergencies, the total number of juveniles in each sleeping room or housing unit shall not exceed its rated capacity. The number of juveniles which may be housed in a particular room, housing unit, or facility shall be based upon available square footage, sanitary fixtures, and other physical plant features as specified in these Standards.

003 Code Compliance. In addition to these Standards, all new construction and renovation shall comply with the building, safety and health codes of the local authority and the applicable requirements of the State Fire Marshal. Standards herein which exceed those of the local authority shall take precedence.

004 Needs Assessment. New facilities or major renovations, shall be designed only after a thorough assessment of needs has been conducted and the population to be served has been projected and described on the basis of research, data analysis, and policy review.

005 Program Documentation. A written program statement which provides the basis upon which architectural plans are drawn shall be prepared for all new construction and major renovation projects. The program statement shall include, at a minimum, the following:

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005.01 A written statement defining the problems which require facility renovation or new construction;

005.02 Written goals and objectives for the project;

005.03 Description of the anticipated juvenile population including classifications to be housed, number of beds per classification, total capacity, and security levels to be provided;

005.04 Descriptions of functional criteria and basic policies for each usage area in the proposed facility;

005.05 Description of the type, number, size, and required adjacencies of all renovated or newly constructed spaces within the proposed facility;

005.06 Site plan;

005.07 Initial staffing plan; and

005.08 Initial construction cost estimate and estimated annual operating costs.

The program statement shall be submitted to the Jail Standards Division for review and comment upon completion.

006 Site Selection. New facilities shall be located to facilitate access to community resources, juvenile justice agencies, and juveniles' families. The site selection process shall include evaluation of alternative sites, consideration of facility requirements, and consideration of future expansion. If the facility is located on the grounds or in a building with any other correctional facility, it shall be constructed as a separate, self-contained unit.

007 Architectural Design. A copy of all architectural design documents shall be submitted to the Jail Standards Division for review and comment at the following times:

007.01 At the completion of the schematic design phase;

007.02 At the completion of the design development phase; and

007.03 At the completion of working drawings and specifications.

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At each submission of key planning and design documents to the Division for review, the architect shall certify, in writing, the plan's compliance with these Standards.

008 Approval of Plans. Contracts shall not be let until approval of final documents is received by the governing body from the Jail Standards Board. No addenda, change orders, or modifications which may affect compliance with these Standards shall be made to final documents except upon approval of the Jail Standards Division.

009 Occupancy. Final inspection to confirm compliance with the approved plans should be made by the Jail Standards Division prior to acceptance by the owner.

010 General Conditions. All newly constructed or renovated juvenile detention facilities shall conform to the following general conditions:

010.01 Artificial Light. Light levels in all housing areas shall be at least twenty (20) foot-candles measured three feet above the floor. Light levels in other areas shall be appropriate for the use and type of activities which occur. Night lighting shall not exceed five (5) foot-candles during sleeping hours.

010.02 Natural Light, Sleeping Rooms. In all new construction, there shall be a window in each sleeping room which provides at least three (3) square feet of transparent glazing to the exterior; or the rooms shall open into a dayroom which provides windows with transparent glazing in an amount at least equivalent to that required for all of the rooms served by the dayroom.

010.03 Natural Light, Use of Skylights. A combination of skylights and windows may be utilized to meet the quantitative requirements for windows in housing units.

010.04 Natural Light, Renovated Facilities. In all renovated facilities, all housing units shall provide visual access to natural light. If windows are replaced as part of the renovation project, natural light requirements for new construction shall apply.

010.05 Acoustics. Sustained noise levels within areas occupied by juveniles areas shall not average higher than seventy (70) decibels during the day and forty-five (45) decibels during sleeping hours. Long, hard non-textured surfaces should be avoided to reduce reverberation of sound.

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010.06 Heating and Cooling Systems. Heating and cooling systems shall provide a comfortable and healthful living environment with temperatures maintained between sixty-five (65) and eighty (80) degrees Fahrenheit.

010.07 Ventilation. Ventilation systems shall provide circulation of at least ten (10) cubic feet of fresh or re-circulated purified air per minute per occupant in all areas of the facility.

010.08 Paint. Un-tiled walls and metalwork in the housing areas shall be finished predominately with a light, soft-toned washable paint. Bright or dark-toned accent walls or features are encouraged.

010.09 Detention Hardware. All locks, detention hardware, fixtures, furnishings, and equipment shall have the proper security value for the areas in which they are used. The use of padlocks in place of security locks on sleeping room or housing unit doors is prohibited.

010.10 Privacy Screening. Juveniles' rights to privacy from unauthorized or degrading observation shall be protected without compromising the security and control of the facility. Privacy screening for all toilet and shower areas which still allows adequate supervision of those areas should be incorporated into the design.

010.11 Security Perimeter. The facility shall have a security perimeter which is secured in such a way that juveniles remain within the perimeter and that access by the general public is denied without proper authorization.

010.12 Electronic Surveillance and Communications Systems. The security area of the facility shall be equipped with an audio communication system designed to allow monitoring of activities and to allow juveniles to communicate emergency needs to facility employees. Closed circuit television should primarily be used to verify identity of persons where direct vision is not possible. Closed circuit television shall not be used to monitor the interior of sleeping rooms and is not recommended for monitoring of dayroom and program space.

010.13 Emergency Power. All newly constructed facilities shall provide an emergency source of power to supply electricity for entrance lighting, exit signs, circulation corridors, fire alarm, electrically operated locks and the ventilation system.

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010.14 Intake and Release Area. The facility shall have an intake and release area which is located inside the security perimeter, but apart from other housing and activity areas. It shall include, at a minimum, the following components:

010.14A Sallyport;

010.14B Booking, photograph, fingerprint and identification areas;

010.14C Shower and search areas. Modesty screening shall be provided which would permit showering and dressing out juveniles with an appropriate degree of privacy;

010.14D Secure storage space for juveniles' valuables and personal property;

010.14E Space for storage and issue of clothing and sundries such as linens, blankets, towels, hygiene items, etc.;

010.14F Telephone facilities;

010.14G Space for interview and release screening;

010.14H Space for medical screening;

010.14I Space for release processing; and

010.14J One or more temporary holding rooms designed to detain juveniles for up to eight (8) hours pending booking, court appearance, housing assignment, transfer, or release. Temporary holding rooms may be designed for multiple occupancy and shall provide at least twenty-five (25) square feet of floor space for each juvenile at capacity, but shall be no smaller than fifty (50) square feet. Temporary holding rooms shall be equipped with benches which provide sufficient seating to accommodate all persons at capacity, a high security toilet, wash basin with hot and cold water, and a drinking fountain. Modesty screening of toilet areas shall be provided.

011 Housing Separations. The facility shall have a sufficient number of housing units in an appropriate configuration so that juveniles can be separated according to the facility's classification plan.

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012 Single Occupancy Sleeping Rooms. Single occupancy sleeping rooms shall provide at least seventy (70) square feet of floor space and shall be equipped with at least a mirror, table, seating, storage shelf or compartment, clothes hook, and a bed above the floor. It is recommended that housing units be primarily designed for single occupancy sleeping rooms.

013 Multiple Occupancy Sleeping Rooms. Multiple occupancy sleeping rooms shall provide at least fifty (50) square feet of floor space per occupant at capacity and shall be equipped with at least a bed above the floor, storage shelf or compartment, and clothes hook for each occupant at capacity. A mirror, table and seating shall also be provided.

014 Sanitation Facilities. All single or multiple occupancy sleeping rooms shall be equipped with, or have unrestricted access to, a toilet, wash basin with hot and cold running water, and drinking water.

015 Dayrooms. Dayroom space which provides a minimum of thirty-five (35) square feet of floor space per juvenile at capacity, exclusive of a three (3) foot circulation area in front of sleeping room door openings, toilets, and showers, shall be available adjacent to all single and multiple occupancy sleeping rooms in each housing unit. No dayroom shall be smaller than one hundred (100) square feet in size.

016 Housing Units. Each housing unit shall be equipped with at least one shower for every twelve (12) juveniles or fraction thereof, one toilet for every eight (8) juveniles or fraction thereof, one wash basin with hot and cold running water for every eight (8) juveniles or fraction thereof, and tables and seating sufficient for all juveniles.

017 Administrative Segregation Cells. The facility shall have at least one administrative segregation cell or room designed for single occupancy. Administrative segregation cells or rooms shall have at least seventy (70) square feet of floor space and shall be equipped with at least a toilet, wash basin with hot and cold water, drinking fountain, mirror, table, seating, shelf or storage compartment, and a bed above the floor.

018 Program Space. Adequate space shall be allocated for, at a minimum, the following program functions:

018.01 Educational programs;

018.02 Individual and group activities;

018.03 Indoor recreation and exercise;

018.04 Outdoor recreation and exercise;

018.05 Visitation;

018.06 Confidential attorney visits;

018.07 Counseling; and

018.08 Library.

019 Multi-purpose Space. At least one (1) multi-purpose room located within the security perimeter shall be provided for indoor recreation, activities, and programs. The space shall be sufficient to accommodate exercise and program offerings for the maximum number of users at any one time.

020 Visiting Space. Adequate visiting space shall be provided to accommodate the demand projected by the number of visitors, visiting schedule, and the requirements of Chapter 14. These areas should provide for contact visitation. Non-contact visitation areas, when provided, shall consist of one (1) or more booths which provide for the complete separation of the juvenile from the visitor. Each booth shall provide telephones, seating and countertop space for both visitor and juvenile. The vision panel between the visitor and the juvenile shall be a high security glazing material that is sufficient in size to allow reasonable visibility. Privacy partitions shall be provided between visiting stations and sound absorbing materials shall be utilized to reduce noise and to provide privacy during visits.

021 Interview Space. A sufficient number of confidential interview areas to accommodate the projected demand of visits by attorneys, counselors, clergy, or other officials shall be provided. At least one (1) confidential interview area is required. Interview areas shall be sufficient in size to accommodate up to four (4) persons and shall be acoustically private to satisfy the needs of confidential interviews.

022 Outdoor Exercise Space. Sufficient outdoor exercise space shall be provided to accommodate the projected facility capacity, the exercise functions for which the space will be utilized, the maximum number of users at any one time, and the requirements of Chapter 17. At least one (1) outdoor exercise area of not less than fifteen hundred (1500) square feet of unencumbered space is required.

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023 Staff Posts. Staff posts shall be located in close proximity of juvenile housing areas in order to hear and respond promptly to disturbances or calls for help. At least one (1) staff post shall be provided on each floor of housing.

024 Medical Services Space. Space shall be provided for routine medical examinations, emergency first-aid, emergency equipment storage, and secure medicine storage.

025 Food Service. Where food is to be prepared in-house, the kitchen shall have sufficient space for food preparation, serving, disposal, and clean-up to serve the facility at its projected capacity. The kitchen shall be properly equipped and have adequate storage space for the quantity of food prepared and served. Provisions shall be made for the secure storage of knives and other utensils.

026 Laundry. Where laundry services are provided in-house, there shall be sufficient space available for heavy duty or commercial type washers, dryers, soiled laundry storage, clean laundry storage, and laundry supply storage.

027 Janitor's Closet. At least one (1) secure janitor's closet containing a mop sink and sufficient space for storage of cleaning supplies and equipment shall be provided within the security perimeter of the facility.

028 Security Equipment Storage. A secure storage area shall be provided for all chemical agents, weapons, and security equipment.

029 Administrative Space. Sufficient space shall be provided for administrative and clerical personnel. The space should include an area for conference and staff training.

030 Staff Locker Rooms. Locker space, toilets, showers, and dressing areas should be provided for facility employees.

031 Public Lobby. A public lobby or waiting area shall be provided which includes sufficient seating, toilets, and drinking fountains. Public access to security and administrative work areas shall be restricted. All public areas of the facility shall be accessible to the handicapped.

032 Parking. Sufficient parking for visitors and official vehicles shall be provided on the site.

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