

City of Spartanburg (SC), Space Needs Assessment Study

Spartanburg, South Carolina

Contact: Mr. Ed Memmott, Assist. City Mgr.
City of Spartanburg
145 West Broad Street
Spartanburg, SC 29072
864-596-2394
ememmott@cityofspartanburg.org

Mr. Cullen Pitts, Project Manager
P.O. Box 5331
Spartanburg, SC 29304
864-585-5678
cpitts@mcmillansmith.com

Project Completed.....July 2008

In March 2008, the City of Spartanburg, South Carolina contracted with Chinn Planning, Inc. to develop a Space Needs Assessment Study for the City of Spartanburg. The needs assessment Study included the following Departments:

CITY OF SPARTANBURG DEPARTMENTS

City Administration

- Public Lobby/Council Chambers/Building Support
- City Administration (City Manager, Assist. City Manager, City Clerk, Mayor)
- City Attorney
- Communications and Marketing
- Human Resources
- Finance (Revenue, Budget, and Risk Management and Procurement)
- Information Technology
- Planning Department
- Building Inspections
- Construction Management and Utilities
- Civil Engineering

- Community Services
- Economic Development
- City Credit Union

Public Safety

- Public Lobby/Building Support
- Municipal Court
- Police Department
- Fire Command
- Fire Station
- County Fire Marshal/EMS

The study process included the projection of future personnel for all of the Departments shown above; the establishment of space standards for office, meeting and conference space; the development of space forecasts based on future personnel and space standards; an assessment of future parking requirements; development of space recommendations; and the development of building and site concepts and cost estimates.
