



**BUILDING OPERATIONS NARRATIVE**

**COMMUNITY RESOURCE CENTER:**  
 OFFICE STAFF AND VISITORS: 51  
 STAFF IN STORAGE AREA: 4

10 PRIVATE COMMUNITY SUPPORT OFFICES  
 COMMUNITY RESOURCE CENTER  
 LAUNDRY AVAILABLE  
 WEST AREA USED FOR STORAGE

**PLUMBING FIXTURES REQUIRED:**  
 • 4 TOILETS, 2 SINKS, 0 SHOWERS

**PLUMBING FIXTURES PROVIDED:**  
 • 4 TOILETS, 4 SINKS, 4 SHOWERS

**EMERGENCY SHELTER:**  
 SLEEPING CAPACITY: 32 GUEST IN WEST AREA  
 OVERNIGHT STAFF: 2

WEST AREA SET UP AS SHELTER  
 EAST AREA RESTROOMS/ RESOURCE CENTER OPEN  
 EAST AREA OFFICES SECURED

**PLUMBING FIXTURES REQUIRED:**  
 • 4 TOILETS, 4 SINKS, 4 SHOWERS

**PLUMBING FIXTURES PROVIDED:**  
 • 4 TOILETS, 4 SINKS, 4 SHOWERS

**EXTREME WEATHER OVERFLOW SHELTER:**  
 SLEEPING CAPACITY: 32 GUEST IN WEST AREA  
 22 GUEST IN EAST AREA  
 OVERNIGHT STAFF: 4

WEST AREA SET UP AS SHELTER  
 EAST AREA RESTROOMS/ RESOURCE CENTER OPEN  
 EAST AREA OVERFLOW SLEEPING AREAS OPEN  
 EAST AREA OFFICES SECURED

**PLUMBING FIXTURES REQUIRED:**  
 • 6 TOILETS, 6 SINKS, 7 SHOWERS

**PLUMBING FIXTURES PROVIDED:**  
 • 4 TOILETS, 4 SINKS, 4 SHOWERS  
 • SHOWER TRAILER W/ 3 SHOWERS REQUIRED  
 • 2 PORTABLE TOILETS REQUIRED

**PROPOSED BUILDING PROGRAM**

**EAST AREA:**  
 SLEEPING CAPACITY: 22 OVERFLOW (BUNK)  
 PRIVATE OFFICES: 10  
 RESTROOMS: 3 UNISEX W/ SHOWER (2 ACCESSIBLE)  
 WARMING KITCHEN: REFRIGERATOR, SINK, MICROWAVE  
 LAUNDRY: WASHER, DRYER, WASHOUT SINK

**WEST AREA:**  
 SLEEPING CAPACITY: 32 (BUNK)  
 RESTROOMS: 1 UNISEX W/ SHOWER (ACCESSIBLE)  
 WARMING KITCHEN: REFRIGERATOR, SINK, MICROWAVE  
 LAUNDRY: WASHER, DRYER  
 LOCKERS: 32 (12"x18"x72" TWO-TIER)

**PROPOSED FLOOR PLAN**

SCALE: 3/32"=1'-0"



**2200 ASHLAND ST SHELTER**  
 CITY OF ASHLAND



07/24/25