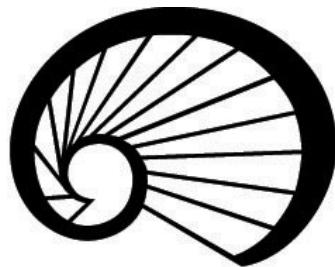


**BRANCH CAPITAL PROJECTS
FEASIBILITY STUDY
JAN 26 2018
San Francisco Public Library**



San Francisco Public Library

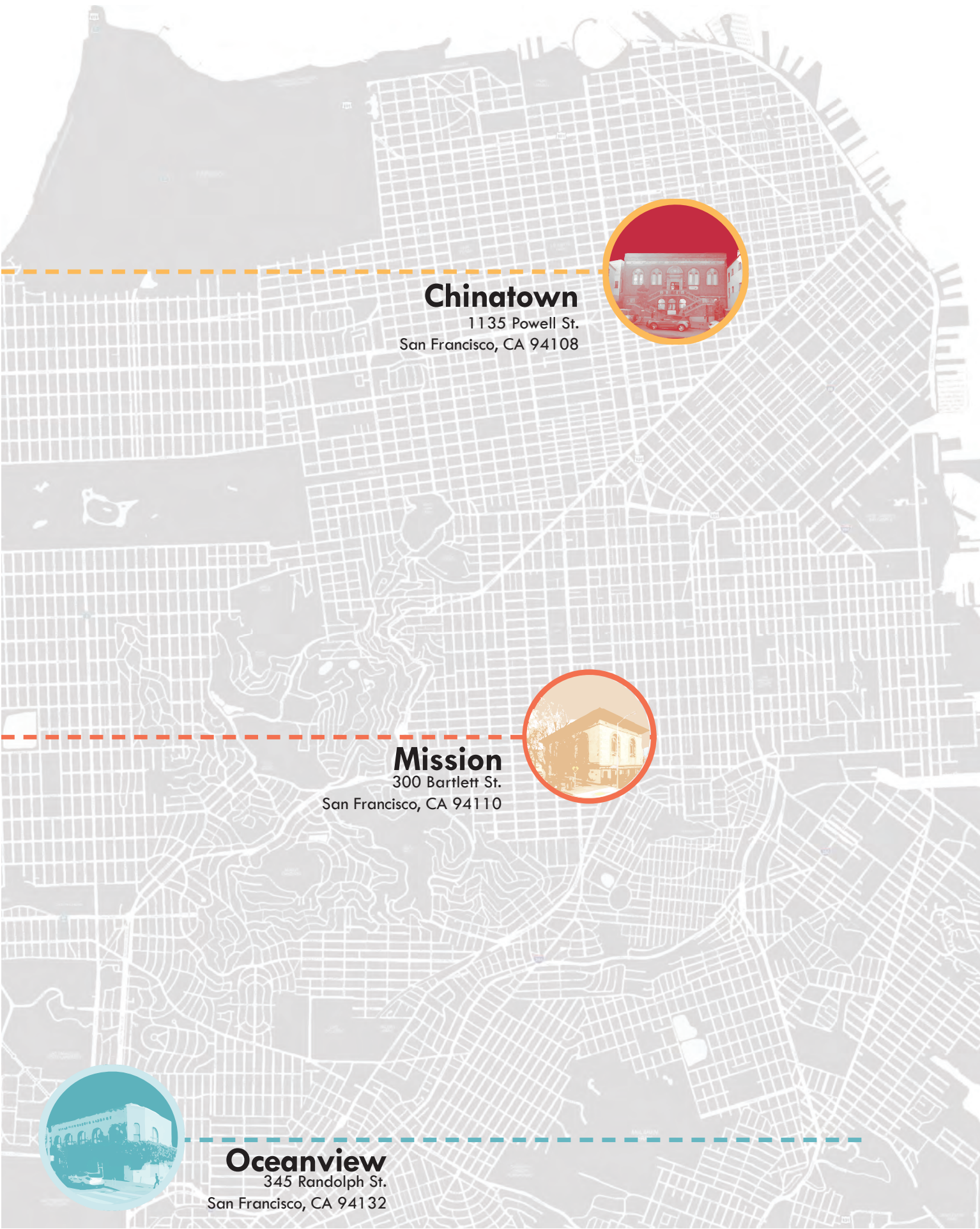


Table of Contents

01	Project Overview
07	Introduction
09	Project Goals
02	Needs Statement
14	Mission
16	Chinatown
18	Ocean View
03	Concept Studies
25	Mission Branch Library
39	China Town Branch Library
53	Ocean View Branch Library
04	Building Condition Assessments
68	Mission Branch Library
70	Chinatown Branch Library
72	Ocean Branch Library
75	ADA/Accessibility Statement
75	Green Building & LEED Goals
05	Findings
79	Findings & Recommendations
06	Appendices
	Meeting Notes
	Landmark Nomination Statement

*Service and patron
engagement for the
library of the 21st century*

Project Overview [01]



Chinatown

1135 Powell St.
San Francisco, CA 94108



Mission

300 Bartlett St.
San Francisco, CA 94110



Oceanview

345 Randolph St.
San Francisco, CA 94132





Introduction

The Branch Capital Projects Feasibility Study is an exploration of building planning and library service possibilities for three branch libraries: Mission Branch Library, Chinatown Him Mark Lai Branch Library and the Ocean View Branch Library. Each branch is distinctly different from one another, being different sizes or ages, serving unique and vibrant communities, and each facility with different issues and needs. Two of the branches, Mission and Chinatown, share the distinction of being historic Carnegie Libraries built by the same architect in the early 20th century. What all of these libraries share in common is that they were renewed in the 1990's with full renovations and seismic retrofits, or in the case of Ocean View library, built new in 2000. Having been completed or renewed in that time-frame, these buildings were the only three branches in the San Francisco library system that were not updated as part of the Branch Library Improvement Program (BLIP) bond of 2000.

Introduction

The three libraries in this study were designed at a time when a library was seen primarily as a repository of large book collections, a place to study, and where library service was provided from behind stationary monumental desks. Constricted, secure entries for control of theft were major design drivers of space layouts. Staff service points and circulation desks are immobile and designed based on the material work flow to and from the desk rather than patron service. Spaces are inflexible and not reconfigurable, having heavy tables and shelving that are immovable. Comfortable seating for casual reading is at a premium.

At the time these libraries were designed there was limited digital information. Internet use was growing but nascent, notebook computers were expensive, and the cell phone was not in common use. Smartphones, Wi-Fi, and tablet computing did not exist.

Online library resources are vastly different now than then. The use of online reserves has changed how we interface with book collections. Digital collections are increasingly responsive to patrons' demand for eBooks, streaming content, and eLearning.

Building systems are between 17 and 22 years old and many HVAC, electrical, roofing, and elevator systems are nearing the end of their useful service life, creating numerous ongoing facility maintenance issues for the library. Given the many compromises required by the outdated building designs and worn facilities it is an appropriate time to evaluate these libraries for renewal.

What is a Feasibility Study? A feasibility study is an assessment of the practicality of a proposed plan with the purpose to determine feasibility of various design options prior to engaging the community. This feasibility study is intended to inform the library and community regarding possibilities for their branch. The feasibility study process relied heavily

on library staff representatives from each branch to reflect the need of the branch. Branch library staff are frontline representatives of their communities and as such effectively reflect community interests for the purposes of this study. During the staff engagement process a set of five guiding principles evolved which are reflected in this feasibility study. The five guiding principles are as follows:

Libraries for the 21st Century

In addition to being repositories for media and access to information, the libraries role will grow as a community living room, a communal "third place" for all generations, and as a democratizing place for people with limited individual access to technology and information. Library spaces will be transparent and open. Space will be flexible, and able to be transformed through time. Changes in technology will be easily adapted. Some spaces will be configurable by the library patron. Furnishings will be lightweight. Small branches will be able to serve more people through this flexibility by being used differently at various times of day or by multiple user groups.

Flexible and Adaptable Building Designs

Libraries of the 21st century will be flexible and adaptable, meaning that accommodating future needs and reconfiguration will be easily completed without significant retrofit. Spaces will be open and divisible using furniture or other lightweight partitioning. Shelving and other furnishings will be moveable. Spaces may be adapted to changing use throughout a day by patrons themselves. Technology systems will be installed for easy access and reconfiguration.

Multifunctional Community Program Areas

Space constraints of urban branch libraries demand a more creative approach to using limited real estate. We believe intelligently designed flexible

spaces that can be used in different ways by diverse constituencies will allow librarians to provide a greater variety of services, and maintain relevancy through the future. The concept of well integrated Community Rooms that can be easily adapted to different uses will make the most of the limited building area of these small libraries.

Transparency and Ease of Wayfinding

One challenge in the three branches in this study is the confusing wayfinding found inside the buildings. They are characterized by confusing corridors, tall fixed shelving units, compartmentalized rooms, and non-intuitive entries. Patrons are currently expected to traverse steps and squeeze strollers down narrow corridors. Future building designs will have a sense of transparency and allow one to experience and understand the greater space of the building upon entry. Wayfinding will be obvious and intuitive.

Preservation of Historic Carnegie Library Reading Rooms

Both Mission and Chinatown branch libraries feature a large, high-ceilinged reading room that is the most important architectural element of the building. Preservation and renewal of these historic landmark spaces, for public access and enjoyment, is a priority of this feasibility study.

Project Goals

- Solicit library staff input through charrettes and workshops to explore multiple planning scenarios and establish pros and cons of various design solutions.
- Utilize library staff input to help establish a set of guiding principles.
- Give all stakeholders a better understanding of possible project scope.
- Identify design opportunities and challenges, to better inform community meetings.
- Create a variety of design scenarios that allow the creation of a reliable budget range.
- Provide engineering assessments of existing building systems:
 - o Structural engineering to determine adequacy of existing seismic systems, building code triggers, and possible required updates
 - o Condition of existing mechanical and plumbing systems
 - o Condition of existing electrical and telecommunication systems
- Establish projected timelines and estimated project budget ranges.
- Make recommendations for next steps.

*Transparency and ease
of wayfinding*

Needs Statement [02]

ImagIne!





MISSION

Neighborhood Demographics

The Mission District is a neighborhood in San Francisco's southeastern quadrant, roughly defined by Duboce/13th Street to the north, 280 South Freeway or Potrero Avenue to the east, Dolores Street to the west, and the Cesar Chavez Street to the south.

56,480 people live in the Mission District. 65% (36,767) of the residents identified themselves as white, 41% (23,156) identified themselves as Hispanic or Latino, 14% (7,907) as Asian (with 8% identified as Asian Indian, 40% Chinese, and 23% Filipino), and 17% identified themselves as one or more race.

In 2015, the people of the Mission District reported that 54% are monolingual English speakers and 46% of Mission District residents speak a language other than English at home. Significantly, 32% of Mission District residents speak Spanish at home, and 50% of Spanish-speaking residents report that they speak English "less than very well". The most recent census data supports the continued need for bilingual English and Spanish-language resources and services at the Mission Branch Library.

The Mission District population breaks down by age as follows: 15% youth ages birth – 19, 11% seniors ages 65+, and 85% adults ages 20-64. Significantly, 52% of Mission residents are ages 25-44, highlighting the continued need for robust library service to younger adults in this area of the City.

The Mission District encompasses a wide distribution of income attainment. According to the latest census estimates, mean household income for families in the Mission District was estimated to be \$109,707, and for non-family households it was reported at \$35,281.

The families of the Mission District reflect a wide range of income diversity. The income of 54% of families is less than \$75,000 annually. 63% of

families earn less than \$100,000 annually, and 22% of families earn more than \$150,000 annually. Mission neighborhood residents have a diverse educational attainment level. While 17% of the adult population have not yet obtained a high school diploma and 13% of residents have obtained a high school diploma but no further education, 33% of residents of the Mission have obtained a bachelor's degree and 17% of Mission residents have obtained graduate degrees.

- Census Data taken from the American Community Survey of 2015.

Library Usage Metrics

Since fiscal year 2014-2015 the number of visitors to the Mission Branch increased significantly, from 254,012 to 291,705. Interestingly, during that same period of time, circulation of physical materials dipped from 369,323 to 333,479. This supports the idea that robust branch library usage is not solely depended upon circulation of physical materials and that other resources bring community members to the Mission Branch Library.

Public computing resources continue to be heavily used by patrons of the Mission Branch Library. From December 1, 2016 – November 30, 2017, 32,343 computer sessions were utilized on in the Adult/Teen area of the Library, and 12,568 sessions were utilized in the Children's Room.

Daily Wifi usage at the Mission Branch has increased for the past three years. In fiscal year 2014-2015, there were roughly 100 daily WiFi logins at the branch. In fiscal year 2016-2016 that number had tripled to 333 daily WiFi logins.

Because the Mission Branch Library does not have a dedicated meeting room space, capacity at the programs and events staff plan and implement for the public is limited. Despite that hurdle to providing public programming, events for children, teens, and adults at the Mission Branch are popular with the community and well-attended.

Annual Circulation of Physical Materials

	FY 14-15	FY 15-16	FY 16-17
English Language Materials			
Adult	182,001	163,114	165,173
Teen	14,491	14,071	12,967
Children's	100,995	98,323	94,538
English Language Materials			
Adult	14,671	12,968	12,144
Teen	439	397	340
Children's	28,682	25,646	22,103
English Language Materials			
Adult	5,716	3,671	3,271
Teen	51	31	22
Children's	639	474	553

	FY 14-15	FY 15-16	FY 16-17
Adult			
Number of Programs	69	53	53
Number of Attendance	702	1,457	814
Teen			
Number of Programs	26	23	22
Number of Attendance	476	220	157
Children's			
Number of Programs	349	349	309
Number of Attendance	15,147	11,475	11,340

CHINATOWN

Neighborhood Demographics

Chinatown is a neighborhood in San Francisco's northeast quadrant, roughly defined by Kearny Street to the east, Broadway Street to the north, Mason Street to the west, and Bush Street to the south. The population of Chinatown is 14,336, with immigrants making up a significant number of the residents. Eighty-two (82) percent (11,603) of the residents identified themselves as Asian (with 93% of these identified as Chinese), 15% (2,155) identified as White, and 4% (519) as Hispanic.

In 2015 the people of Chinatown reported that 20% were monolingual English speakers and that 80% speak a language other than English at home. Significantly, 84% of these residents report that they speak English "less than very well" and 66% of these residents speak Asian and Pacific Islander languages at home. This census data supports the continued need for bilingual English and Cantonese/Mandarin resources and services at the Chinatown Branch Library.

The Chinatown neighborhood breaks down by age as follows: 13% of the population in Chinatown are from ages birth to 19 years. Forty-five (45) percent of the adult population are between the ages of 20-54. The senior population (55 +) makes up 43% of the population. The significant percentage of adults in Chinatown highlight the need for robust library services for adults of all ages at the Chinatown Branch Library.

A high majority of Chinatown's population is significantly less affluent than residents in other San Francisco neighborhoods. According to the latest census estimates, median household income for families in Chinatown was estimated to be \$24,946 (compared to San Francisco's overall median of \$96,336) and for individuals the median income was \$13,528. Only 11% of the families earned \$100,000 or more annually, with 86% of the families earning less than \$75,000. For individuals, 68% made less than \$50,000 annually, while only 8% of them made more than \$74,999.

The educational attainment level in Chinatown is

concentrated at high school level or less, with 52% not having obtained a high school diploma and only 18% with a high school diploma or equivalent. Less than one-third of Chinatown residents have some college or higher, with 11% of residents achieving some college or an Associate's Degree, 13% a Bachelor's degree, and 3% a Graduate or professional degree.

Library Usage Metrics

The Chinatown Branch is one of the most heavily used branch libraries in the city. While the number of visitors decreased 12% since fiscal year 2014-2015 (from 472,334 to 416,197), and the circulation of physical items decreased 19% (from 540,406 to 434,811) in the same period, Chinatown ranked first in visitors in FY 16-17, and third in overall circulation, as compared to all other branch libraries. In addition to serving the residents of the Chinatown neighborhood, the Chinatown Branch Library serves as a resource for Cantonese and Mandarin speaking residents who live in other parts of the city and travel to Chinatown for shopping, services, resources in Cantonese/Mandarin, including the library (2016 Chinatown Patron Use Profile).

Public computing resources continue to be heavily used by patrons of the Chinatown Branch Library. From December 1, 2016 – November 30, 2017, 32,343 computer sessions were utilized on in the Adult/Teen area of the Library, and 12,568 sessions were utilized in the Children's Room.

Daily WiFi usage has increased every year at the Chinatown Branch with an average of 193 using the branch's WiFi per day in Fiscal Year 2014-2015, 217 in Fiscal Year 2015-2016 and an average of 280 patrons using the Branch's WiFi in Fiscal Year 2016-2017. This represents an increase of 45% from FY14-15 to FY16-17.

Annual Circulation of Physical Materials

	FY 14-15	FY 15-16	FY 16-17
English Language Materials			
Adult	142,155	133,943	134,997
Teen	29,940	24,505	20,733
Children's	147,528	125,555	105,342
English Language Materials			
Adult	869	801	757
Teen	39	14	8
Children's	1,060	503	485
English Language Materials			
Adult	161,220	141,701	128,773
Teen	12,029	9,071	7,005
Children's	17,396	16,181	12,866

	FY 14-15	FY 15-16	FY 16-17
Adult			
Number of Programs	101	105	124
Number of Attendance	1,370	1,493	1,897
Teen			
Number of Programs	114	98	69
Number of Attendance	3,310	2,668	2,774
Children's			
Number of Programs	287	274	339
Number of Attendance	13,840	10,499	12,805

Annual Program Statistics

The Chinatown Branch Library has experienced a significant increase in adult programs and attendance. FY 14-15 to FY 16-17 the number of adult programs increased 23% from 101 to 124 and attendance increased 38% from 1,370 to 1,897.

During the same period, from FY 14-15 to FY 16-17 the number of children's programs has increased 18% from 287 to 339 while attendance decreased

slightly from 13,840 to 12,805 (8%); and from FY 15-16 to FY 16-17, both program numbers and attendance increase, 19% and 18%, respectively. These significant children's program numbers demonstrate the vital role of youth programs in such a densely populated neighborhood.

OCEAN VIEW

Neighborhood Demographics

The Ocean View Branch Library is located in the southwest area of San Francisco that borders on Daly City. The branch serves primarily the Ocean View and Merced Heights neighborhoods, as well as some of the Ingleside neighborhood lying south of Ocean Avenue. These three neighborhoods are collectively known as the OMI, which is bounded on the north by Ocean Avenue, on the south by the 280 freeway, on the east by San Jose Avenue, and on the west by Junipero Serra.

28,261 people live in the Ocean View neighborhood with 55% (15,543) of the residents identifying themselves as Asian (with 74% identified as Chinese and 13% as Filipino). Many of these residents are new immigrants, but some have lived in San Francisco for years and reside in the OMI because of its relatively lower rent and home prices compared with much of San Francisco.

White and African Americans made up 22% (6,217) and 14% (3,956) respectively. Hispanic and Latinos accounted for 17% of the population. It is noteworthy that the size of the Asian-American and African-American populations has flip-flopped since 1980, when African-Americans constituted 62% of the community, and Asian-Americans were just 10%. In 2015, the residents of the Ocean View neighborhood reported that 35% are monolingual English speakers and 65% speak a language other than English at home. 59% of these residents report that they speak English less than very well and 44% of these residents speak Asian and Pacific Islander languages at home. This census data supports the continue need for bilingual English and Cantonese resources and services at the Ocean View Branch Library.

The Ocean View neighborhood breaks down by age as follows: 13% percent of the population in the Ocean View neighborhood are ages birth to 14 years. The 15-19 age range comprised 4% of the population. 44%percent of the adult population are between the ages of 20-54. The senior population (55 +) makes up 29% of the population. Income distribution in the Ocean View neighborhood

is quite varied with 35% of the families earning \$100,000 or more annually (with 8% earning more than \$200,000), while 50% of the families earn less than \$75,000. The median income for families living in Ocean View was estimated to be \$78,652. Sixty-four percent of individuals make less than \$50,000 annually, while only 10% of them make more than \$75,000. The median income for individuals living in Ocean View was estimated at \$24,753.

The percentage of high school graduates (20%) has declined by 3% since the 2010 census. Although there has not been significant change in the number of people earning Bachelor degrees, the number remains fairly low, at 23%. The number of people earning graduate or professional degrees has increased slightly, to 11%.

Census Data - Taken from the American Community Survey of 2015.

Library Usage Metrics

Since fiscal year 2014-2015 there has been a 13% decrease in visitors from 58,349 to 50,432. During that time there was also a 10% decrease in circulation of physical materials from 67,484 to 61,024.

Daily WiFi usage at the Ocean View Branch has increased 69% over the past three years. There were roughly 56 daily WiFi logins in Fiscal Year 2014-2015, 66 daily WiFi logins in Fiscal Year 2015-2016, and an average of 95 daily logins using the Branch's WiFi in Fiscal Year 2016-2017. Public computing resources continue to be heavily used by patrons of the Ocean View Branch Library. From December 1, 2016 – November 30, 2017 6,879 computer sessions were utilized in the Adult/Teen area of the Library, and 1,329 sessions were utilized in the Children's room.

Children's programming is very robust and well attended with an increase of 116% in the number of programs and a 69% increase in attendance from Fiscal Year 2014-2015 to Fiscal Year 2016-2017. The number of adult programs decreased 27% from Fiscal Year 2014-2015 to Fiscal Year 2016-2017

Annual Circulation of Physical Materials

	FY 14-15	FY 15-16	FY 16-17
English Language Materials			
Adult	21,773	19,843	19,715
Teen	4,658	4,294	4,310
Children's	30,675	27,171	28,972
English Language Materials			
Adult	73	77	36
Teen	5	12	0
Children's	355	257	209
English Language Materials			
Adult	6,961	6,199	4,705
Teen	50	37	54
Children's	493	827	1,228

	FY 14-15	FY 15-16	FY 16-17
Adult			
Number of Programs	92	74	67
Number of Attendance	188	268	253
Teen			
Number of Programs	62	52	14
Number of Attendance	453	213	18
Children's			
Number of Programs	183	252	396
Number of Attendance	2,465	2,442	4,171

but attendance increased 34% indicating higher attendance at the programs that were offered.

Library Trends and Precedents

Library trends are developing in various areas of the library from user experience, engagement, and technology to economy and equality. Major organizations such as the American Library Association have begun to classify these trends as a part of the “Library of the Future.” Themes can be captured through design by way of creative place making, innovative spaces and interactive design.

The design of library spaces is shifting to larger, more open spaces, flexibility, collaborative spaces, increased access to power and data as well as variation of furniture types and uses. A sense of place and uniqueness drive the architectural and interior designs. Additionally, specialty spaces such as recording studios, café’s and maker labs are changing the way libraries are both used and provide services.



Alfred R Goldstein Library, Sarasota, FL, Photo: Ryan Gamma



James K Moffitt Library, Univ. of California, Berkeley, CA, Photo: Jasper Sanidad



Norrington Center, Parkville, MO, Photo: Michael Robinson



Patricia R Guerrieri Academic Commons, Salisbury, MD, Photo: Jeremy Bittermann



Sterling Library, Loudoun County, VA, Photo: Sam Kittner



University of Oregon, Eugene, OR, Photo: Opus Architecture

American Library Association Center for Future Libraries

The Center for the Future of Libraries works to:

Identify emerging trends relevant to libraries and the communities they serve

Promote futuring and innovation techniques to help librarians and library professionals shape their future

Build connections with experts and innovative thinkers to help libraries address emerging issue



Vaughan Civic Center Library, Vaughan, Ontario, Photo: Doublespace Photography



Vaughan Civic Center Library, Vaughan, Ontario, Photo: Doublespace Photography



Tulsa City Central Library, Tulsa, OK Photo: Lara Swimmer



University of Oregon, Eugene, OR, Photo: Opsis Architecture



Laurel Branch Library, Laurel MD, Photo: Sam Kittner



Norrington Center, Parkville, MO, Photo: Michael Robinson

*Designs that enable
flexibility and adaptability*

Concept Studies [03]



BARTLETT STREET



24TH STREET



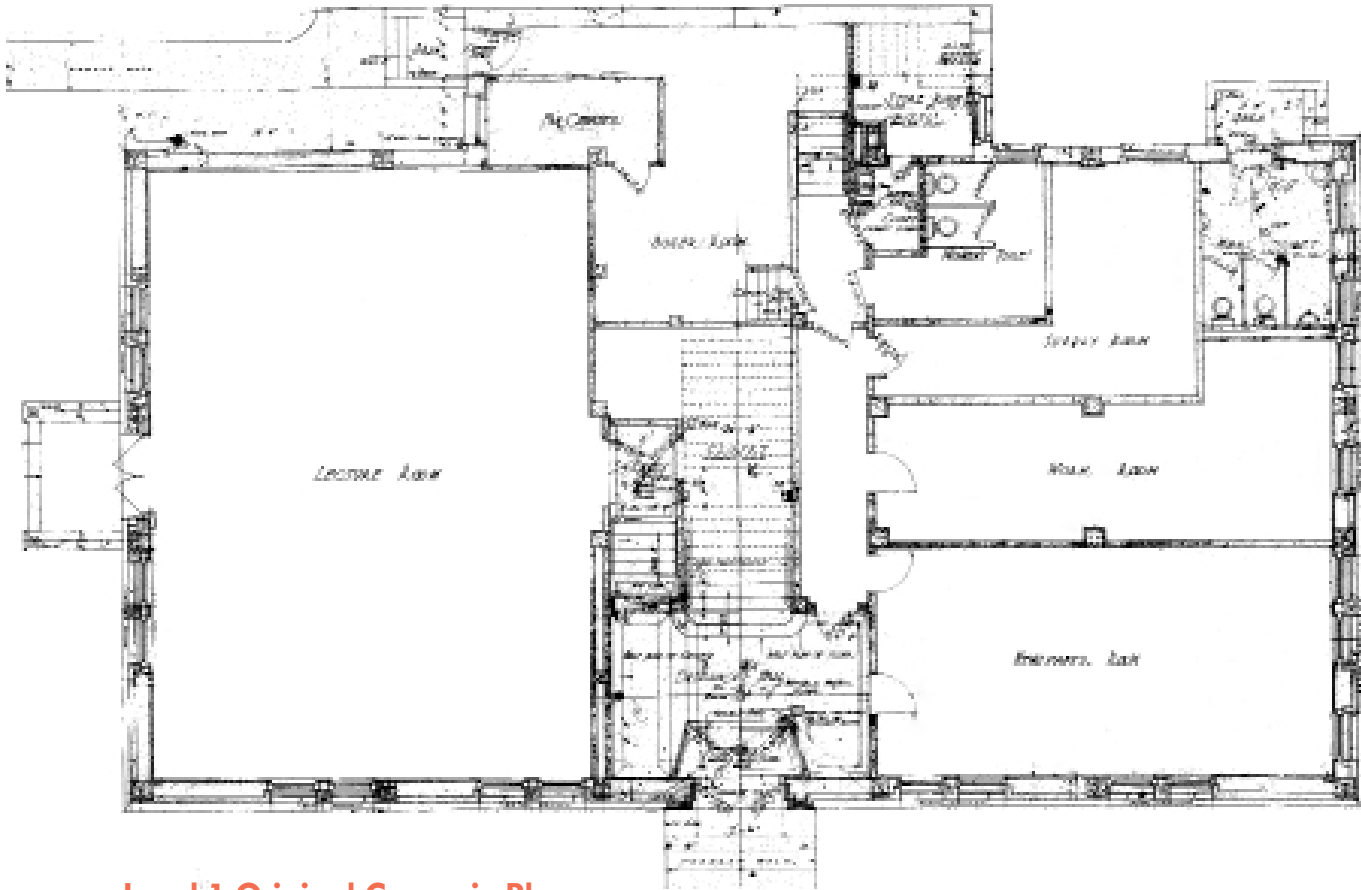


MISSION

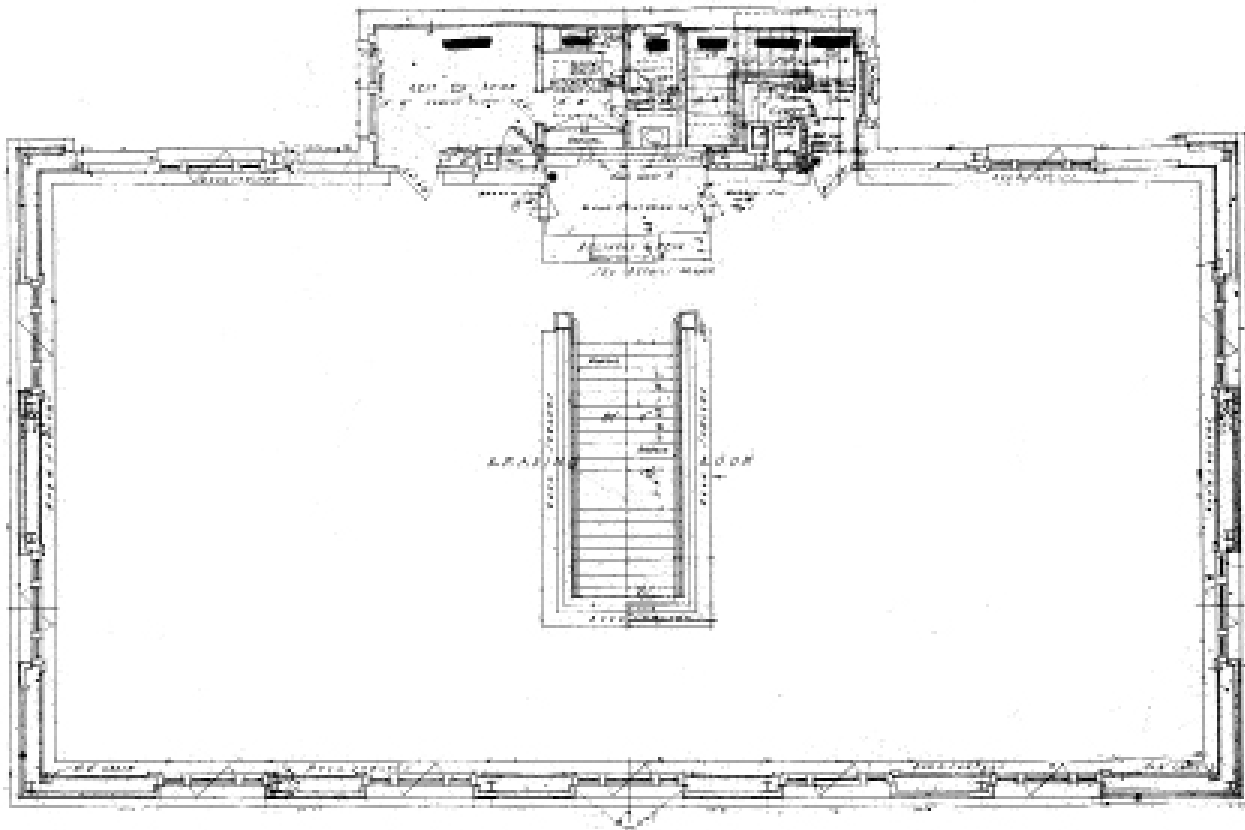
300 Bartlett St, San Francisco, CA 94110

The Mission Branch Library was the first branch in the San Francisco Public Library system. It was opened in 1888 in a storefront two blocks from its present location. The fire following the 1906 earthquake stopped four blocks north of Mission Branch. The current building at the corner of 24th and Bartlett Streets was built under the supervision of architect G. Albert Lansburgh and funded by philanthropist Andrew Carnegie. Cost for the building and furnishings was \$50,877. The building opened in December 1915. A major renovation of Mission Branch Library was begun in 1997. The renovation included seismic, electrical, and ADA upgrades. The first floor was completely redesigned, and the main entrance was relocated from 24th Street to Bartlett Street. The reopening was May 5, 1999.

- San Francisco Public Library



Level 1 Original Carnegie Plan



Level 2- Original Carnegie Plan



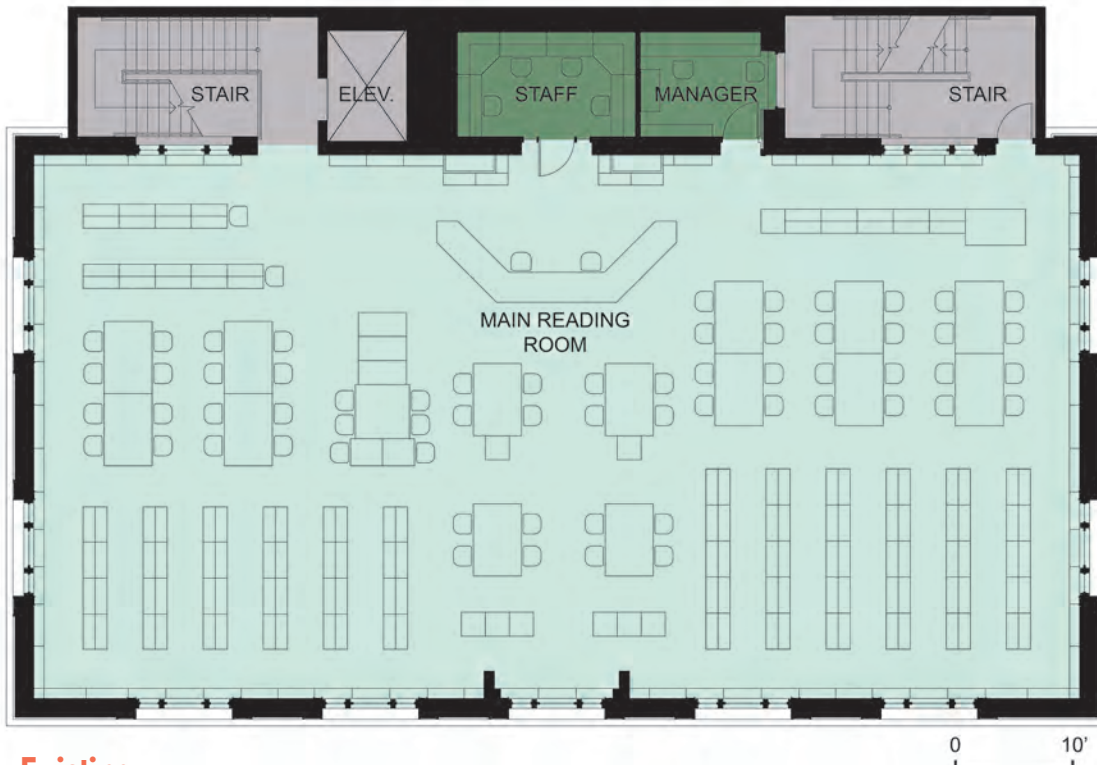
Mission Branch - Original Building (1916)

Mission library was one of seven San Francisco branches built with funds donated by Andrew Carnegie and is the second Carnegie branch built in the city. It was designed by famous Beaux Arts architect G. Albert Lansburgh. Characteristics of the Mission branch library building are a symmetrical façade in the Italian Renaissance Revival style with the building's main entry door centered on the façade (now relocated to the Bartlett Street side) at the first floor. Upon entry there was a centrally located stair, now demolished, that led to the second floor and the most significant space of the building, the high-ceilinged main reading room. The main reading room has high plaster ceilings which are typical of the San Francisco Carnegie libraries and specified in the landmark status document. The main reading room is bounded by a symmetrical array of high arched windows. Mission Branch originally had a lecture hall on the first floor which was later converted to a children's room which was novel at the time and a reflection of Andrew Carnegie's progressive era ideals.

Characteristics of the Mission Branch Library circa 1916:

- Symmetrical rectangular plan
- Single story with basement
- Large windows six feet above the floor
- Small vestibule
- Large main floor reading room
- Centrally located entry and stair
- Open shelves lining the walls beneath the windows
- Basement level public lecture room and children's room
- High ornamental plaster ceilings in the main reading spaces
- Decorative paneling in vestibules and at main desk
- Three part vertical facade compositions defined by cornices and plinths
- Glazed terra cotta, sometimes polychrome, used for ornament and/or cladding
- Deep-set wooden windows with ornate surrounds





Mission Branch - Remodel (1999)

The Mission branch was renovated in the late 1990's to provide seismic and Americans with Disabilities Act Upgrades. These updates to the building resulted in some significant architectural impacts. The most significant being the closure of the main entry on the front of the building and demolition of the historic central stair. The stair was replaced with two modest stairs at the rearmost corners of the building one of which is an open access main public stair. The main entry location was moved to the Bartlett Street side of the building adjacent to the new public stair at the east. The entry lobby and circulation desk were moved to the east as well in the area that had originally been the lecture hall. Infilling the main floor at the historic stair opening gained additional square footage but the new main stair in the corner of the building resulted in an indirect path through the building from the first floor to the main floor. There is a single elevator that serves three stops: the first floor, a half stop continuation of the first floor, and the main floor. Passage to rest rooms and the children's room is via a narrow corridor that can be crowded and difficult to navigate especially with baby strollers.

The layout of the first floor plan has inefficiencies that require the building have three service desks that are isolated from one another. Staff at multiple desks and not within view of each other are a result of the building planning that placed building service spaces in the center of the building while service points are outboard of the service areas.

The seismic retrofit of the building was done in a sensitive manner with the historic main reading room having no visible architectural impact. The structural elements are buried in the walls and all exposed surfaces were restored. The first floor required significant demolition of a majority of the original historic fabric to allow the provision of new shear walls at the perimeter of the building.

Design of the building mechanical and electrical systems impact the first floor of the building with

the main electrical room occupying the area that was formerly the 1916 entry lobby. Ductwork and air conditioning systems are concealed with low acoustical tile ceilings that cover the original structure that had previously been exposed to view.

Mission Branch - Building Data

Address	3359 24th St. San Francisco CA 94110
Block/Lot No.	6515/001
Type of Const.	Type V - 1Hr
Occupancy Class.	A3
Building Area	10,300 Sq. Ft.
No. of Stories	2

Mission Branch (1999) - Significant Issues

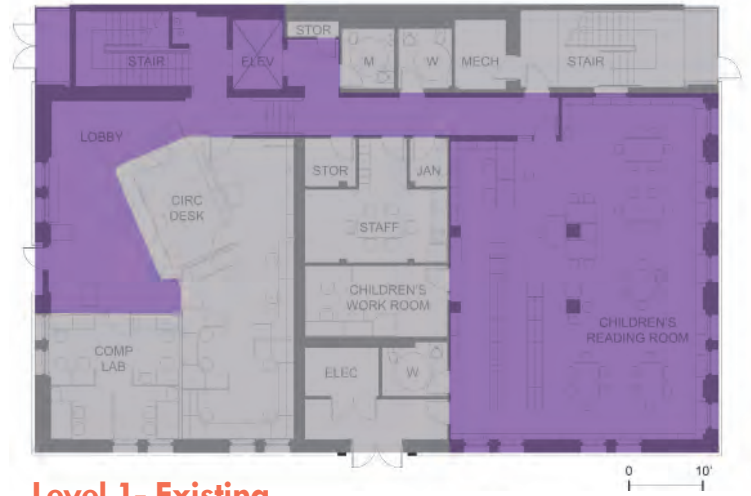
- Building has no Community or Storytime Room
- Too few public restrooms
- There is no dedicated Teen Area
- Confusing first floor layout makes wayfinding difficult
- Mechanical and electrical systems that are at the end of their service life
- Furnishings and shelving are not moveable
- Staff spaces in various locations in the building, not consolidated



LEVEL 1	GSF	5440		
NAME		CURRENT	PROPOSED	Δ
	NSF	NSF		
LOBBY		305	486	181
CIRCULATION DESK AREA		189	50	-139
LOBBY-HOLDS/DVDS		237	0	-237
STAFF WORK ROOM & SORT		245	640	395
STAFF WORK ROOM & SORT		261	0	-261
STAIR ELEVATOR LOBBY		56	0	-56
STORAGE		15	0	-15
ELEVATOR LOBBY		42	109	67
RESTROOM- STAFF		55	55	0
RESTROOMS MEN'S		55	146	91
RESTROOM WOMEN'S (55	95	40
ELEVATOR MACHINE ROOM		62	0	-62
CIRCULATION/CORRIDOR		243	322	79
STORAGE		42	95	53
LOCKER AREA		43	0	-43
STAFF LOUNGE		182	0	-182
JANITOR CLOSET		31	55	24
CHILDREN'S WORK ROOM		177	0	-177
ELECTRICAL ROOM		62	60	-2
RESTROOM-FAMILY		58	77	19
VESTIBULE		100	0	-100
CHILDREN'S READING ROOM		1450	1311	-139
UTILITY		42	42	0
STORAGE		52	52	0
TELECOM		52	52	0
PROGRAM ROOM/ MULTI USE		0	995	995
	TOTAL NSF	4111	4642	531
LEVEL 2	GSF	5440		
NAME		CURRENT	PROPOSED	Δ
	NSF	NSF		
INFORMATION DESK AREA		200	128	-72
MAIN READING ROOM		3915	3915	0
STAIR		208	208	
ELEVATOR LOBBY		55	55	0
ELEVATOR		54	54	
STAFF OFFICE		128	225	97
BRANCH MANAGER/LIBRARIAN		87	144	57
STAFF-BREAKROOM/LOUNGE		0	150	150
TEEN COLLECTION/READING AREA		358	340	-18
GROUP STUDY		0	112	112
QUIET READING AREA		0	205	205
	TOTAL NSF	5005	5536	531

Figure Ground Studies

- Private
- Public



Level 1- Existing



Level 2- Existing



Level 1-Proposed



Level 2-Proposed

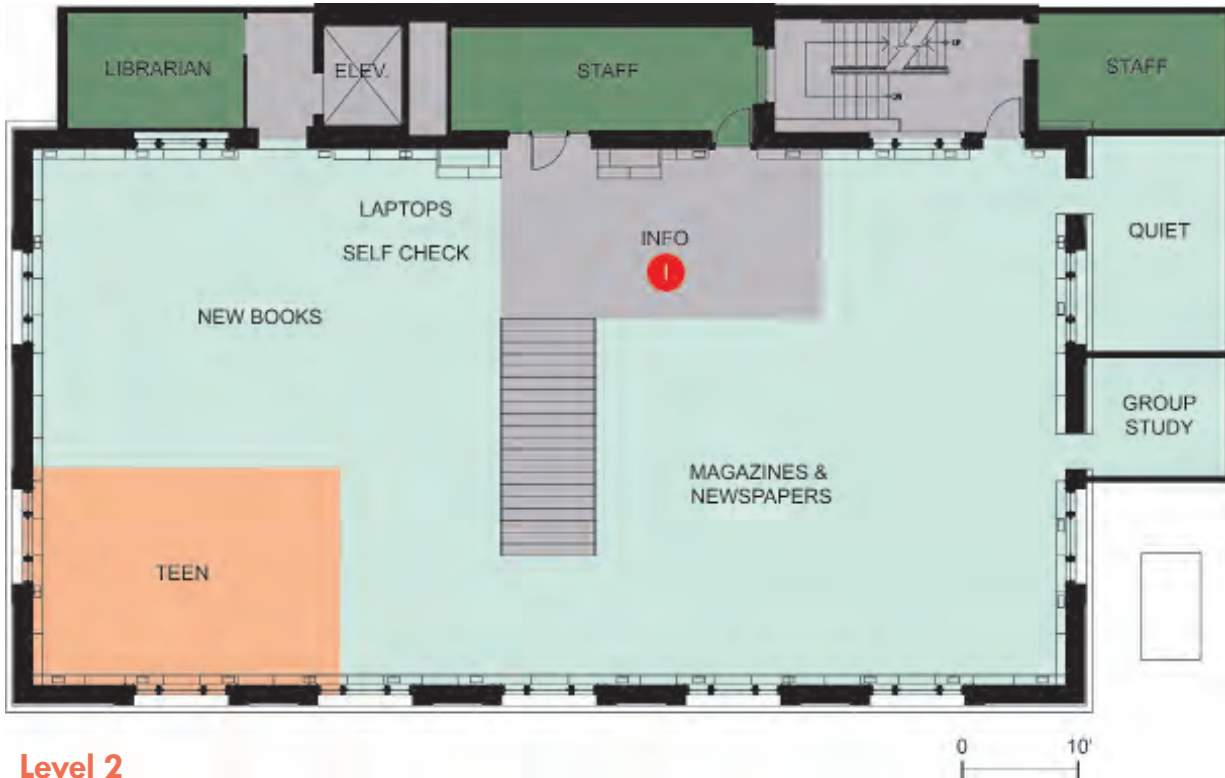
Preliminary Scope:

- Optimize service points
- Provide flexible community room
- Increase square footage with addition
- Restore original entrance and main stairs
- Improve circulation and transparency
- Upgrade and add restrooms
- Replace building mechanical systems.

Scheme A



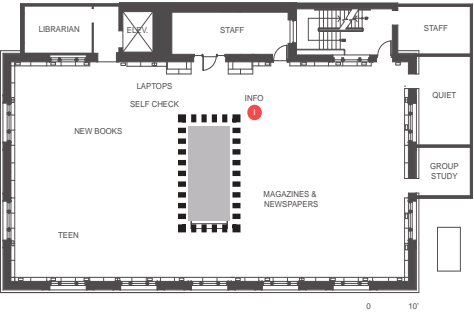
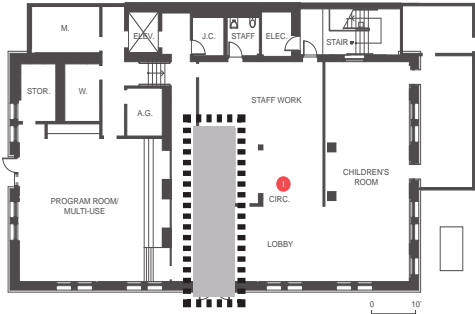
Level 1



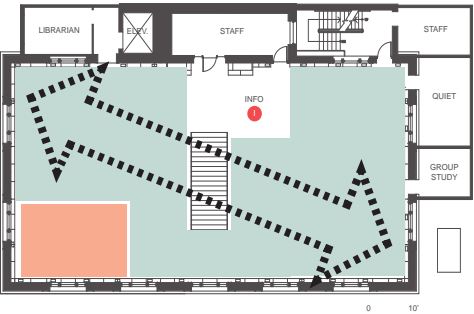
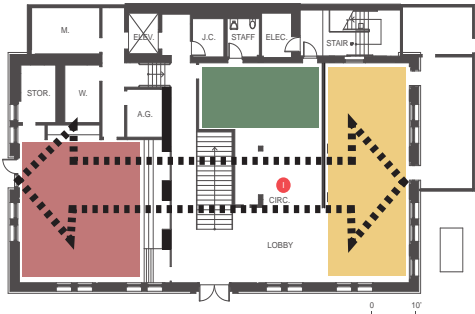
Level 2

Level 1

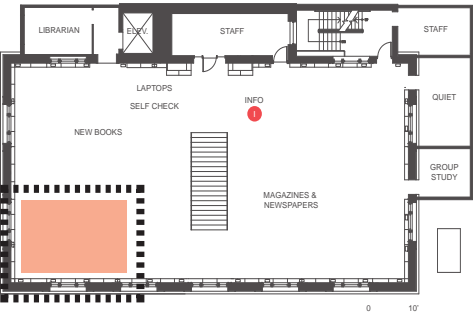
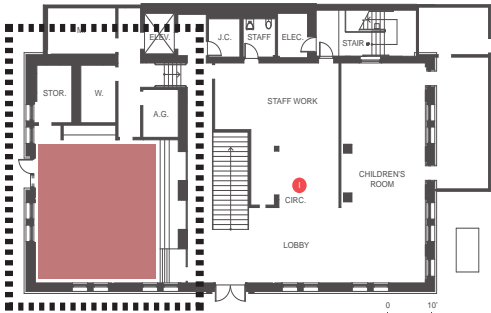
Level 2



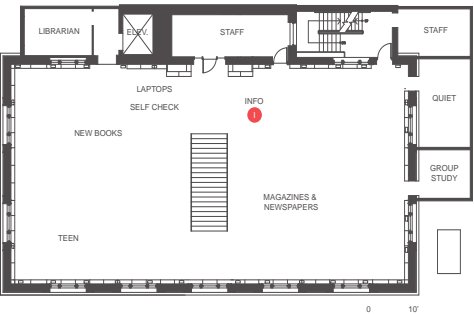
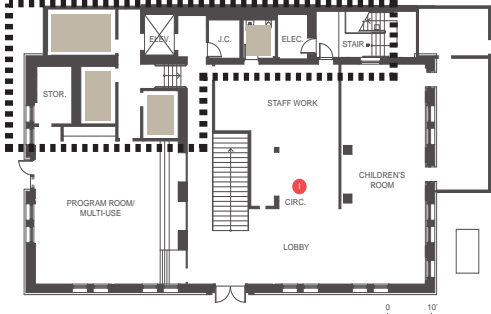
Historic Entry & Stair



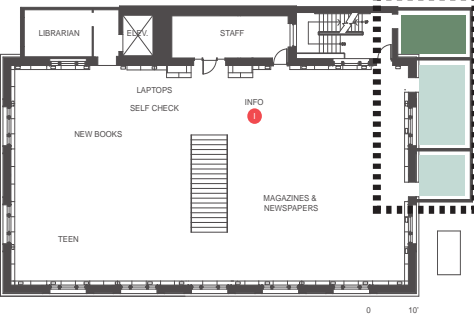
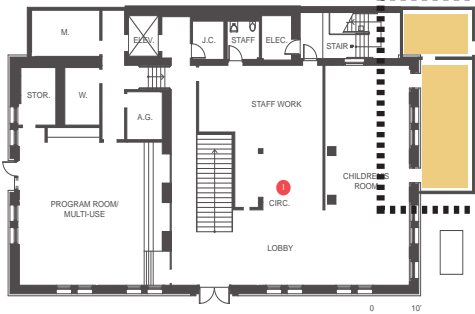
Visual Transparency



New Program Room & Teen Area



More Restrooms

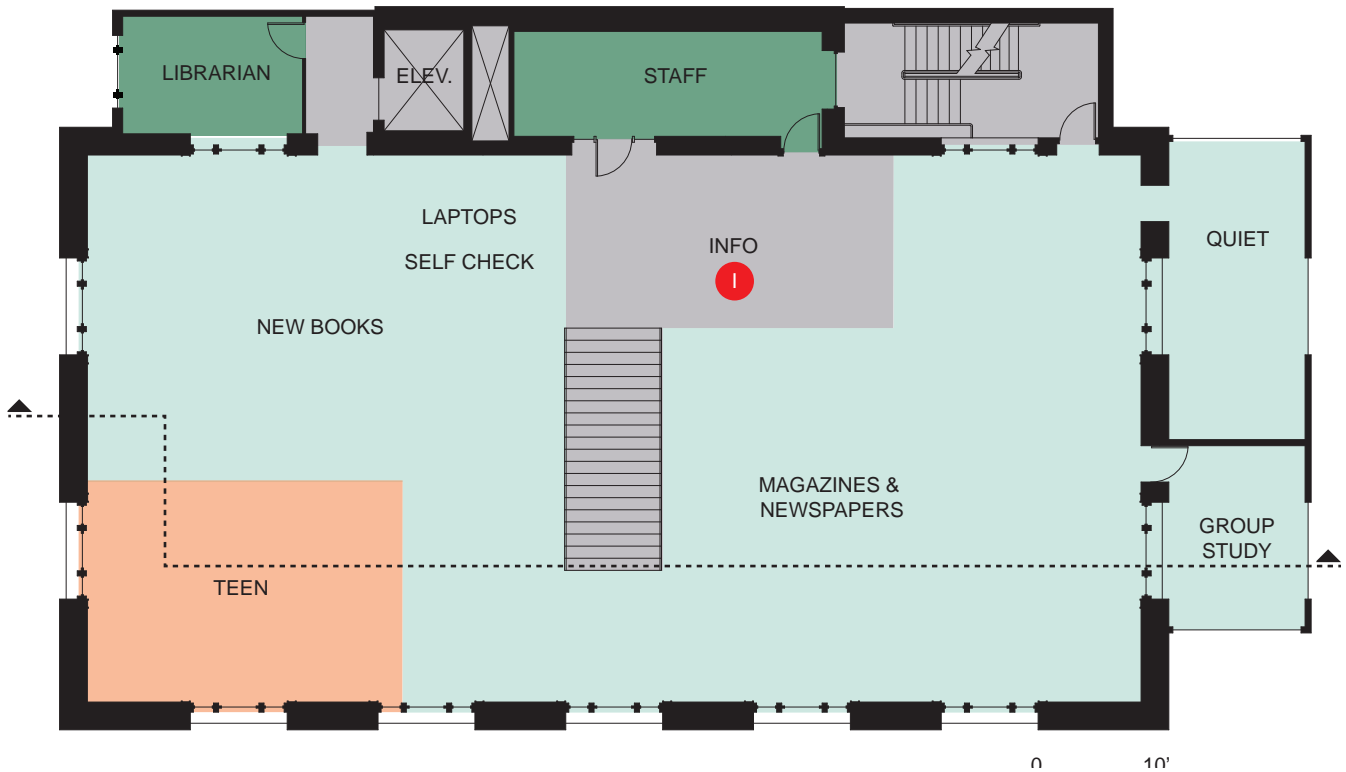


New Addition

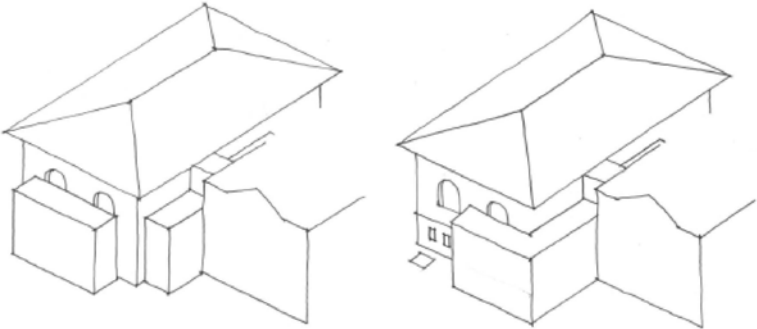
Scheme- B



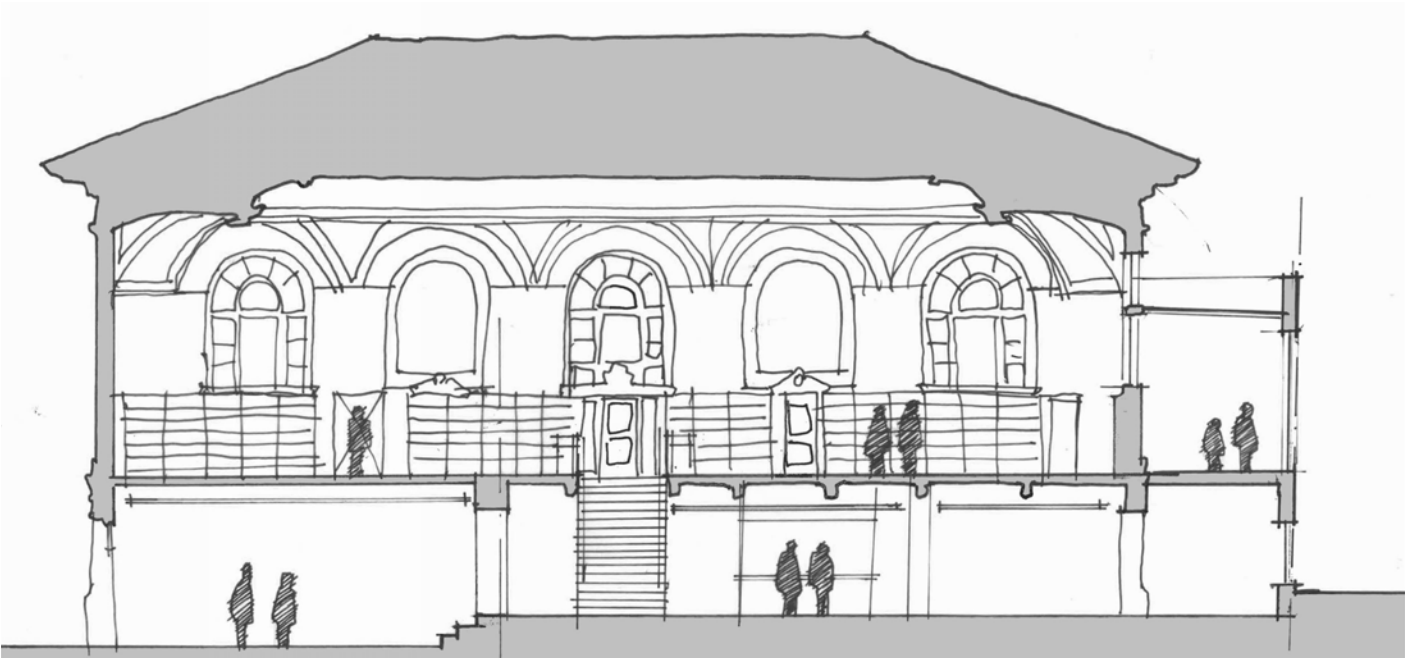
Level 1



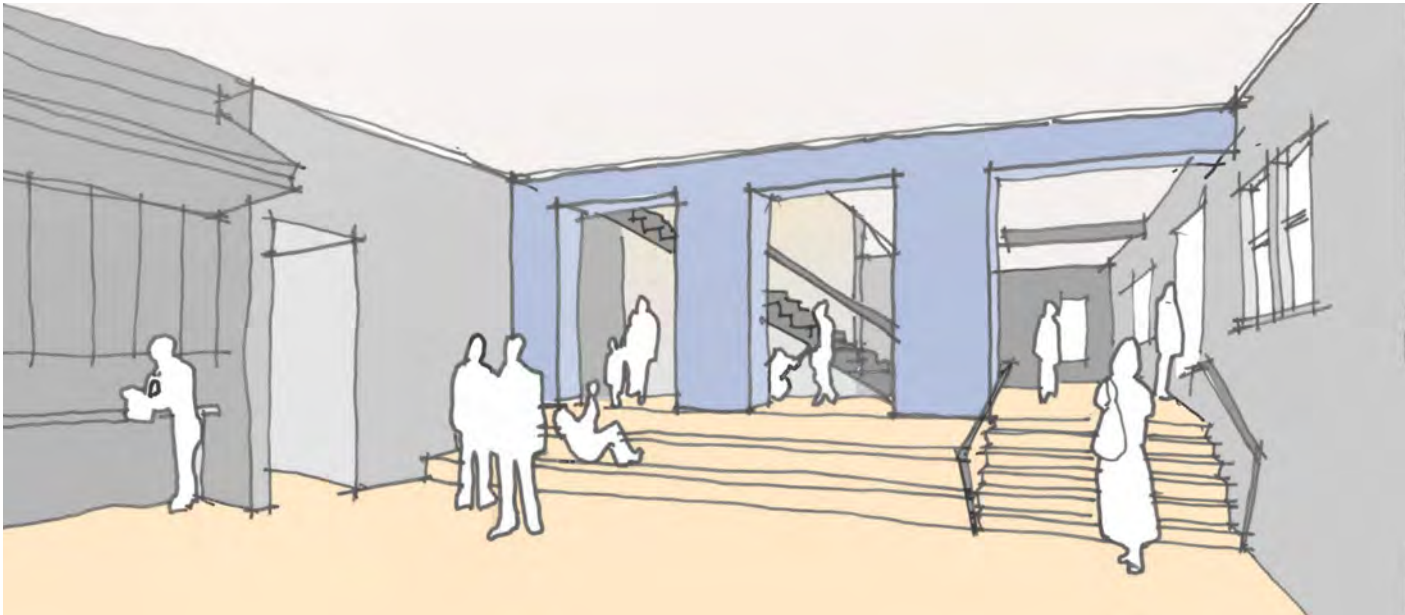
Level 2



Building Addition



Building Section



View at Program Room

POWELL STREET



JACKSON STREET

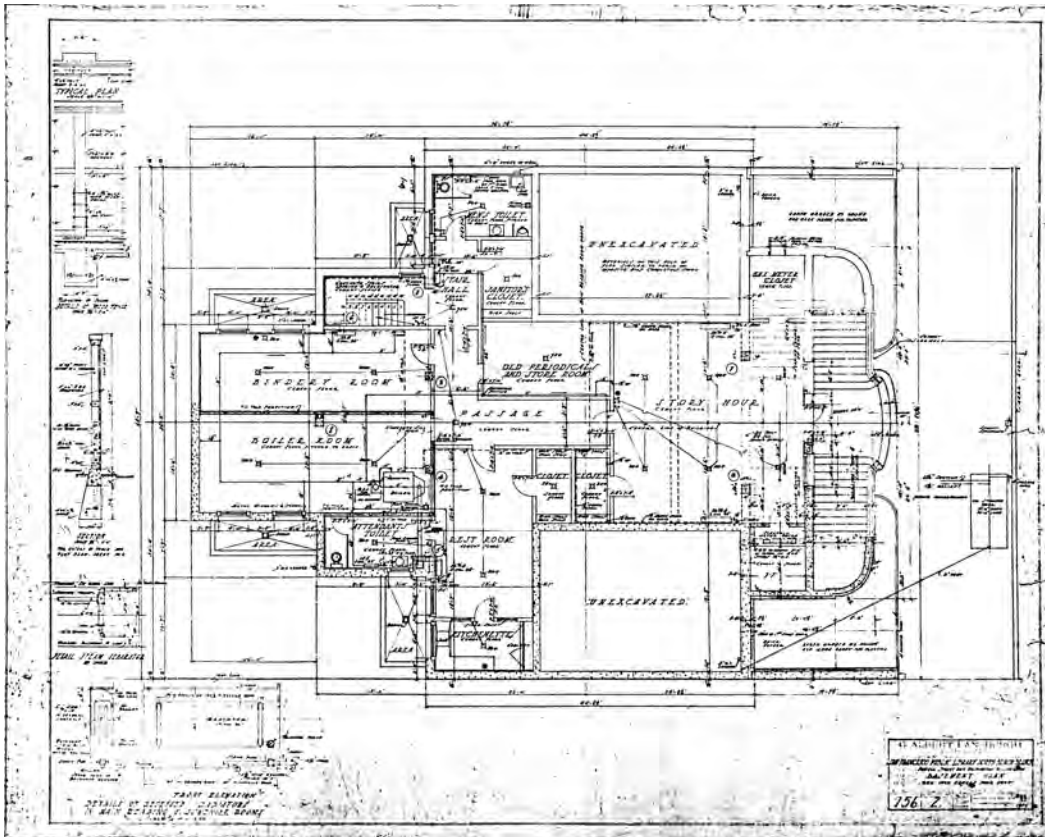




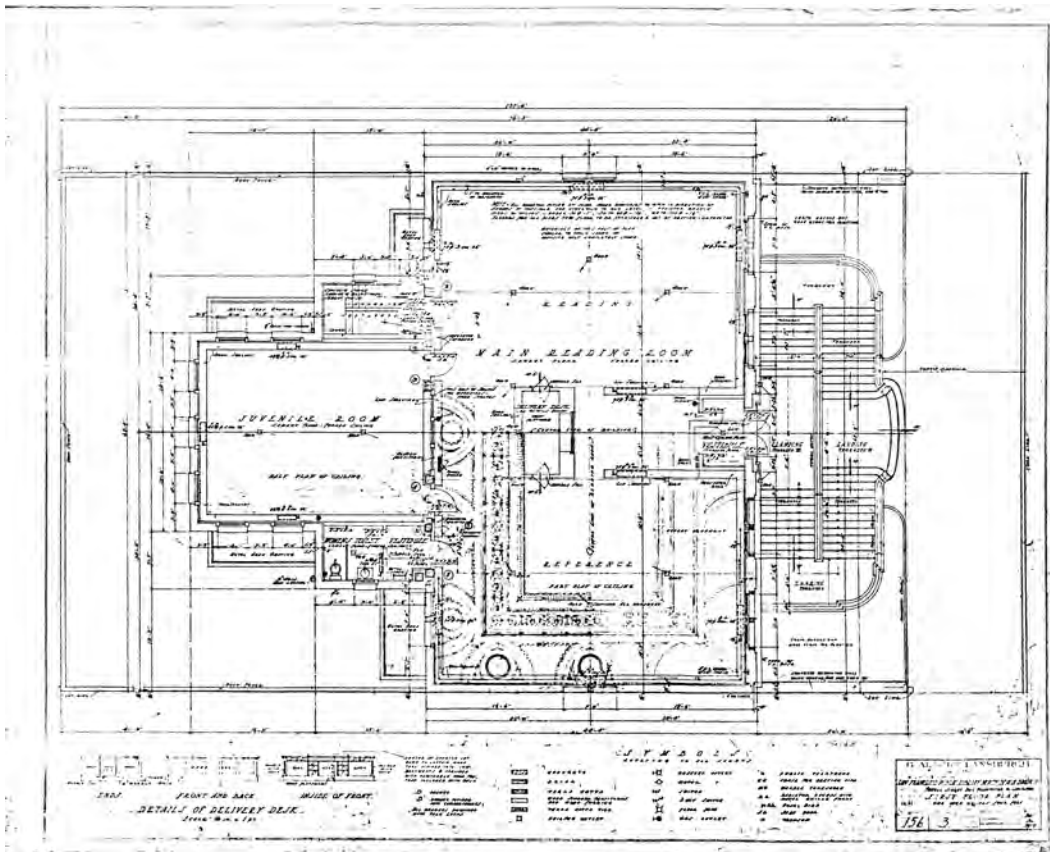
CHINATOWN

1135 Powell St, San Francisco, CA 94108

Chinatown Branch Library, built in 1921 by architect G. Albert Lansburgh is a Carnegie library originally named the North Beach Branch. It is the third branch in the system. Located in Chinatown, on Powell Street between Washington and Jackson, the name was changed in 1958 to more accurately reflect the community served. In 1972, the Chinese language, and the Chinese American Interest collections were started in response to the needs and interests of the Chinatown community. In 1991, public and private funds were obtained for a major renovation and expansion of the Chinatown Branch Library. The branch was seismically retrofitted and expanded to twice its original size with a community meeting room and story-room available to use for programs and special events. The Grand Reopening of the Chinatown Branch Library was held on June 15, 1996.



First Floor Plan (1921)



Main Floor Plan (1921)

Chinatown Branch - Original Building (1921)

The North Beach library, later renamed Chinatown branch, was one of seven San Francisco branches built with funds donated by Andrew Carnegie and is the last Carnegie branch completed in the city. It was designed by famous Beaux Arts architect G. Albert Lansburgh who also designed Mission, Sunset and Presidio branches. Characteristics of the Chinatown branch library building are a symmetrical brick masonry façade in the Italian Renaissance Revival style. The most significant exterior feature being the symmetrical and monumental exterior stairs that flank the first floor entry. The original first floor entry entered the building under the main entry landing while the main floor (second floor) entered into from an exterior stair landing into a small vestibule then into the main reading room itself. Low shelves flanking the entrance guided patrons to a central reference desk in the main reading room. Entry at the first floor was directly into the original “Story Hour Room”. Directly beyond the main reading room on the second floor was a separate “Juvenile Room”. Both of these rooms have since been demolished.

The main reading room has high plaster ceilings which are typical of the San Francisco Carnegie libraries and are specified in the landmark status document. The main reading room is bounded by a symmetrical array of high arched windows typical of many of the San Francisco Carnegie libraries.

Characteristics of the Chinatown Branch Library circa 1921:

- Symmetrical rectangular plan
- Single story with basement
- Large windows six feet above the floor
- Small vestibule
- Large main floor reading room
- Monumental exterior stair
- Distinct first floor and main floor entry doors
- Open shelves lining the walls beneath the

windows

- Low free-standing shelves used as room dividers
- Smaller rear extensions of the main rectangular volume containing children’s rooms
- Glazed and paneled partitions separating main room from rear spaces
- High ornamental plaster ceilings in the main reading spaces
- Decorative paneling in vestibules and at main desk
- Three part vertical facade compositions defined by cornices and plinths
- Brick masonry with glazed terra cotta ornament
- Deep-set wooden windows with ornate surrounds

Chinatown Branch - Remodel (1996)

The Chinatown branch was renovated in 1996 to provide additional reading and collection space, seismic upgrades and Americans with Disabilities Act (ADA) compliance. The 1996 expansion increased the building size from approximately 7,000 square feet to 18,000 square feet and includes a large mezzanine that runs the length of the building on the south side and infills part of the original main reading room. On the first floor a new community room was built in the location of the original story hour room and the historic first floor entry was closed. An ADA compliant first floor entry was created to the left of the exterior stair which enters into a new entry lobby. Nearby is a public passenger elevator which has three stops that land at the first floor, in the historic reading room at the main floor, and the mezzanine above.

The mezzanine is enclosed by a 42 inch high gypsum wall instead of a railing and is open to the library below. There is a computer lab on the mezzanine which is irregularly shaped and difficult to setup for teaching. The mezzanine also houses a staff break room and storage. From the mezzanine there is a second elevator which serves only the mezzanine

Existing



Level 1



Level 2



Mezzanie



Roof

and the roof terrace. The mezzanine and roof terrace are generally closed for public access. The roof also houses mechanical equipment and there is a solar cell array on the roof of the original 1921 building

The layout of the first floor plan is organized by the large circulation desk and angled wall of the community room which create a passage past the desk. There is one service desk at the first floor which is monumental in character. Staff areas are directly adjacent to the circulation desk. The layout of the main floor plan features an asymmetrically placed service desk in the main reading room. In addition to the circulation desk there are two other reference desks on the main floor. Book stack areas are regularly arrayed but there are many fixed shelving units that occupy the majority of the floor. There is lounge seating under a skylight in the northwest corner of the building.

Unlike the Mission branch, the seismic retrofit of Chinatown's unreinforced brick masonry construction resulted in visible exposed structural components within the historic reading room. There is a large steel brace frame that runs the length of the front wall and a transverse brace along the mezzanine. The brace frames are seemingly placed with little regard for the historic plaster walls and ceilings. Portions of the historic building fabric were cut away for the frames. The majority of original historic fabric at the first floor was demolished to allow the construction of new shear walls, foundations, and other structural elements.

Chinatown Branch - Building Data

Address	1135 Powell St. San Francisco, CA 94108
Block/Lot No.	0191/004
Type of Const.	Type III
Occupancy Class.	A2.1
Building Area	18,000 Sq. Ft.
No. of Stories	2 + Mezz & Roof Terrace

Chinatown Branch (1996) - Significant Issues:

- Community Room is too small and poorly planned
- Historic main reading room dominated by mezzanine, elevator, and seismic bracing
- Confusing entry sequence and first floor layout makes wayfinding difficult
- There is no connecting interior stair
- Teen area is insufficient for need
- Two elevators are a maintenance issue
- Maintenance demands for two elevators are burdensome
- Mechanical and electrical systems that are near the end of their service life
- Furnishings and shelving are not moveable
- There are four unique staff service desks in the building
- Staff spaces are in various locations in the building, not consolidated

GROUND FLOOR		GSF		8505	
NAME		CURRENT		PROPOSED	
		NSF		NSF	Δ
LOBBY			335	541	206
VESTIBULE			0	69	69
PROGRAM ROOM/MULTI USE			874	1415	541
STORAGE/PANTRY/SUPPORT			125	273	148
ELECTRICAL ROOM			70	141	71
LOBBY-CHILDREN'S ROOM			417	500	83
CIRCULATION DESK AREA			329	0	-329
RESTROOMS PUBLIC			100	286	186
RESTROOM STAFF			50	60	10
STAFF WORK ROOM & SORT			316	390	74
STORY ROOM			428	0	-428
CHILDREN'S READING ROOM			3142	2545	-597
JANITOR CLOSET			15	0	-15
CORRIDOR/CIRCULATION			1005	859	-146
STAIRS			116	243	127
ELEVATOR			50	50	0
		TOTAL NSF	7372	7372	0

LEVEL 2		GSF		8505	
NAME		CURRENT		PROPOSED	
		NSF		NSF	Δ
VESTIBULE			56	56	0
CIRCULATION DESK AREA			385	120	-265
REFERENCE AREA			416	416	0
RESTROOM-PUBLIC			95	135	40
RESTROOM-STAFF			45	64	19
ADULT READING ROOM			4557	4334	-223
TEEN READING ROOM			221	500	279
STAFF-BRANCH MANAGER			116	116	0
STAFF-WORK ROOM			585	668	83
JANITOR CLOSET			15	15	0
CORRIDOR/CIRCULATION			497	397	-100
STAIRS			235	402	167
ELEVATOR			50	50	0
		TOTAL NSF	7273	7273	0

MEZZANINE		GSF		2674	
NAME		CURRENT NSF	PROPOSED NSF	Δ	
COMPUTER LAB		650	0	-650	
READING AREA/ MULTI USE		0	712	712	
STAFF-LOUNGE		232	316	84	
CONFERENCE ROOM/STORAGE		347	0	-347	
TUTORING AREA		67	0	-67	
RESTROOM-STAFF		70	0	-70	
CORRIDOR/CIRCULATION		218	0	-218	
STAIRS		370	316	-54	
ELEVATOR		100	50	-50	
	TOTAL NSF	2054	1394	-660	

ROOF		GSF		5440	
NAME		CURRENT NSF	PROPOSED NSF	Δ	
OPEN SPACE		1228	1207	-21	
PROGRAM ROOM/MULTI USE		0	0	0	
MECHANICAL		1331	1352	21	
STAIRS		124	124	0	
ELEVATOR		50	50	0	
ELEVATOR MACHINE ROOM		61	61	0	
	TOTAL NSF	2794	2794	0	

Figure Ground Studies

- Private
- Public



Level 1- Existing



Level 2-Existing



Mezzanine-Existing



Level 1- Proposed



Level 2-Proposed



Mezzanine-Proposed

Preliminary Scope:

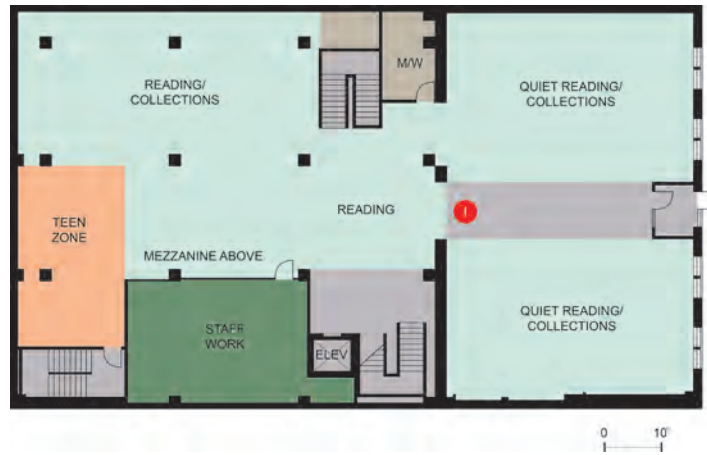
- Optimize service points
- Provide flexible community room
- Increase square footage with addition
- Restore original entrance and main stairs
- Improve circulation and transparency
- Upgrade and add restrooms
- Replace building mechanical systems.

Scheme-A

Level 1



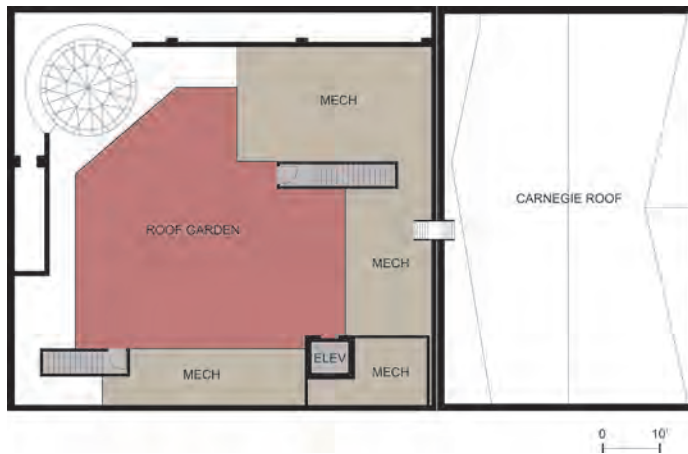
Level 2



Mezzanie

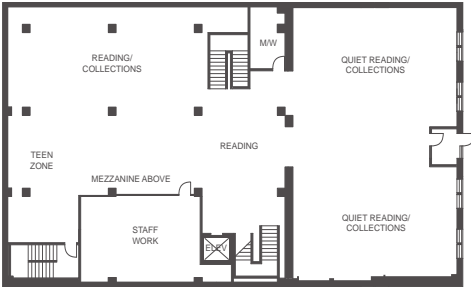
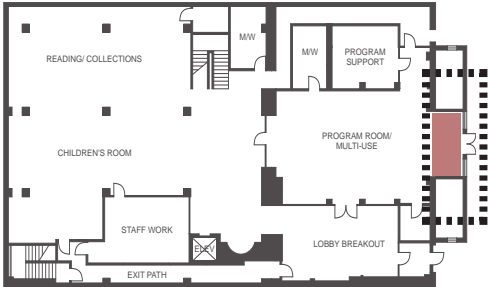


Roof

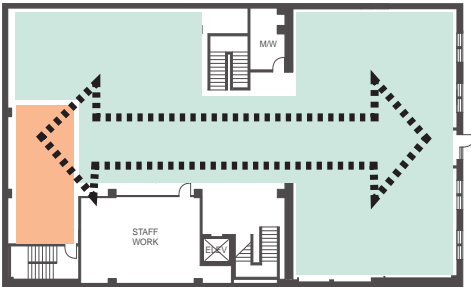
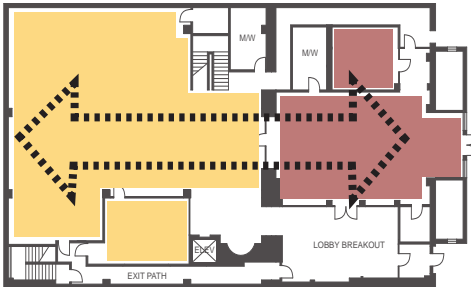


Ground

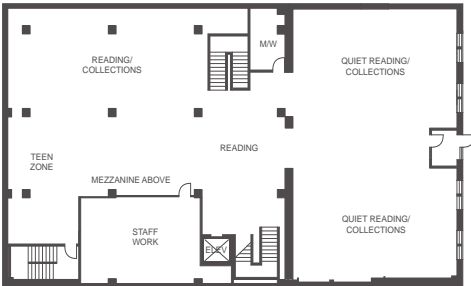
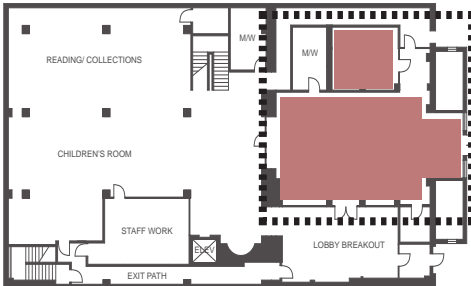
Main



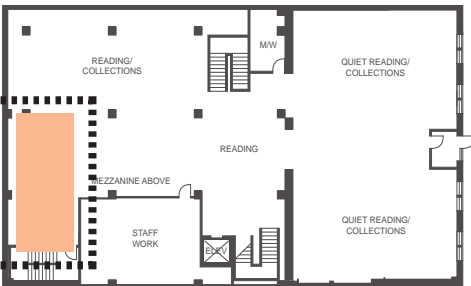
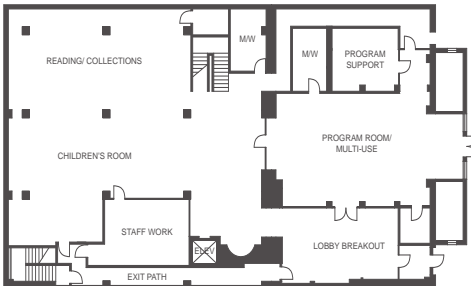
Reopen Historic Entry



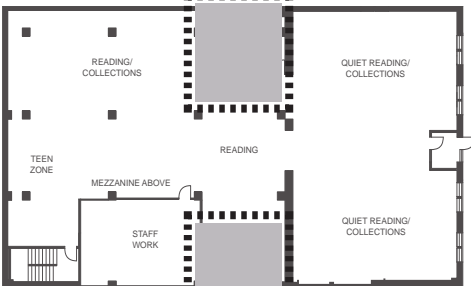
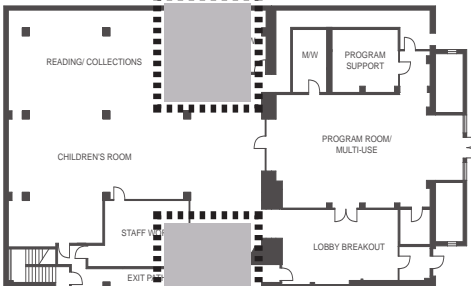
Visual Transparency



Expanded/Flexible Program Room

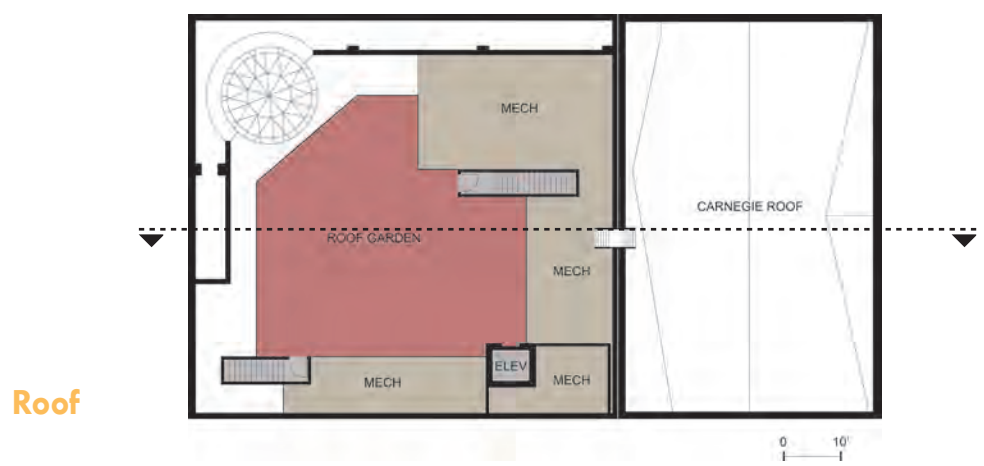


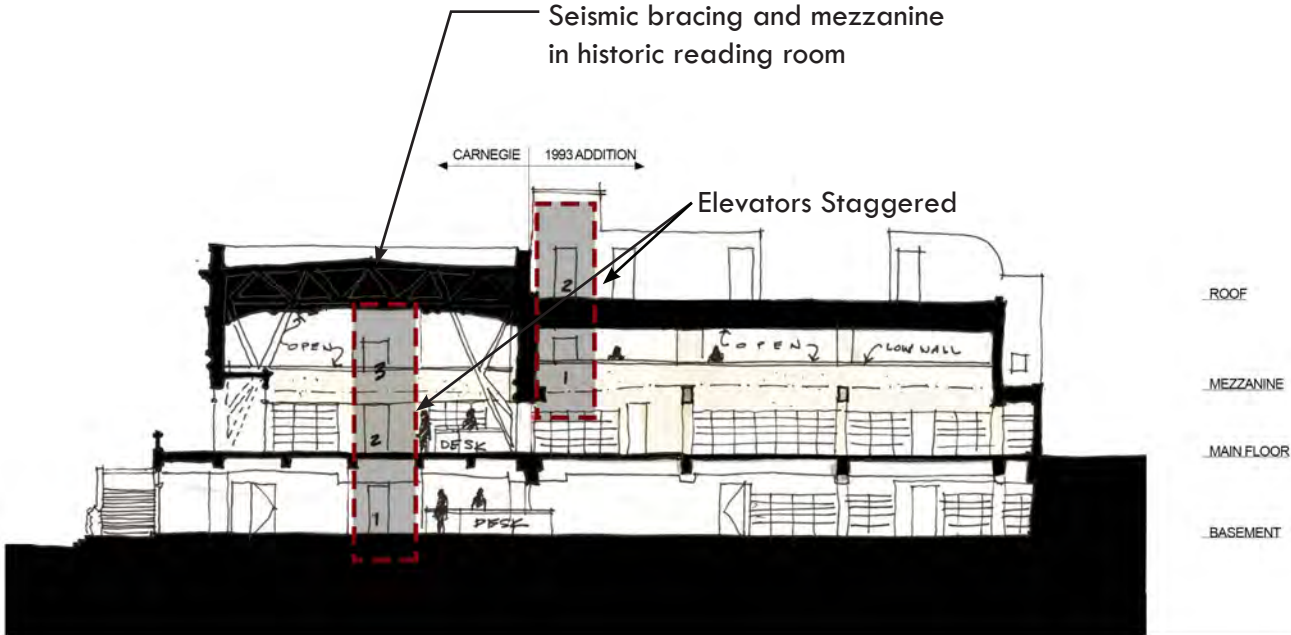
Dedicated Teen Area



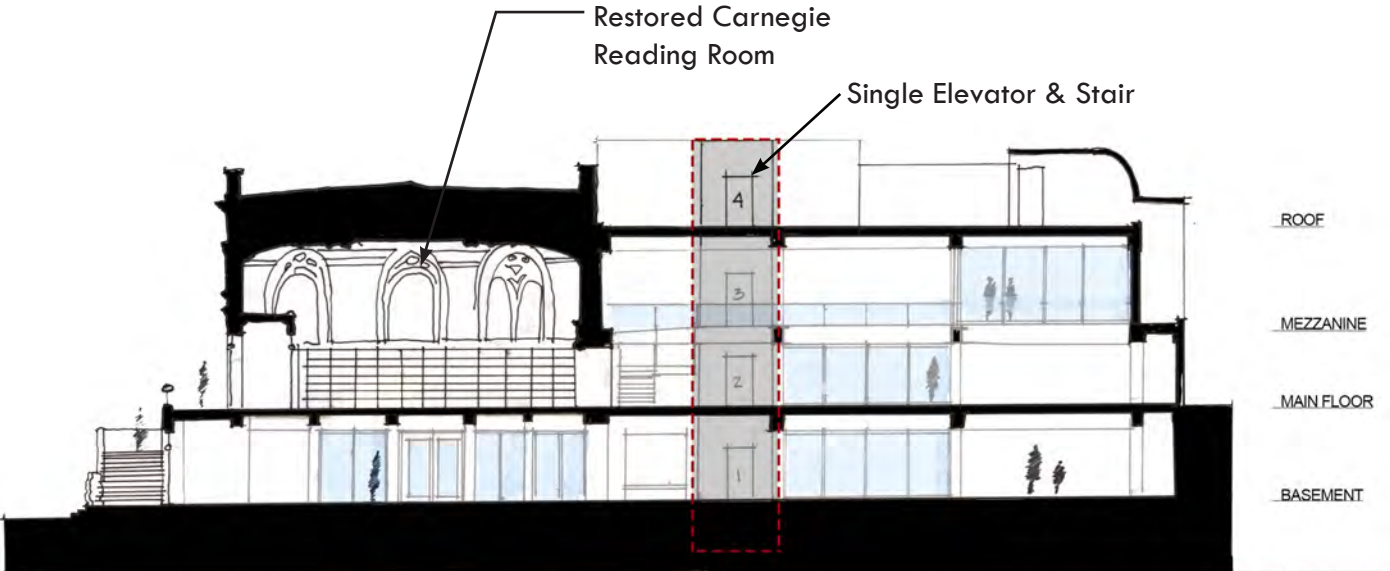
Clear Wayfinding (Single Elevator & Stair)

Scheme-B





Section - Existing



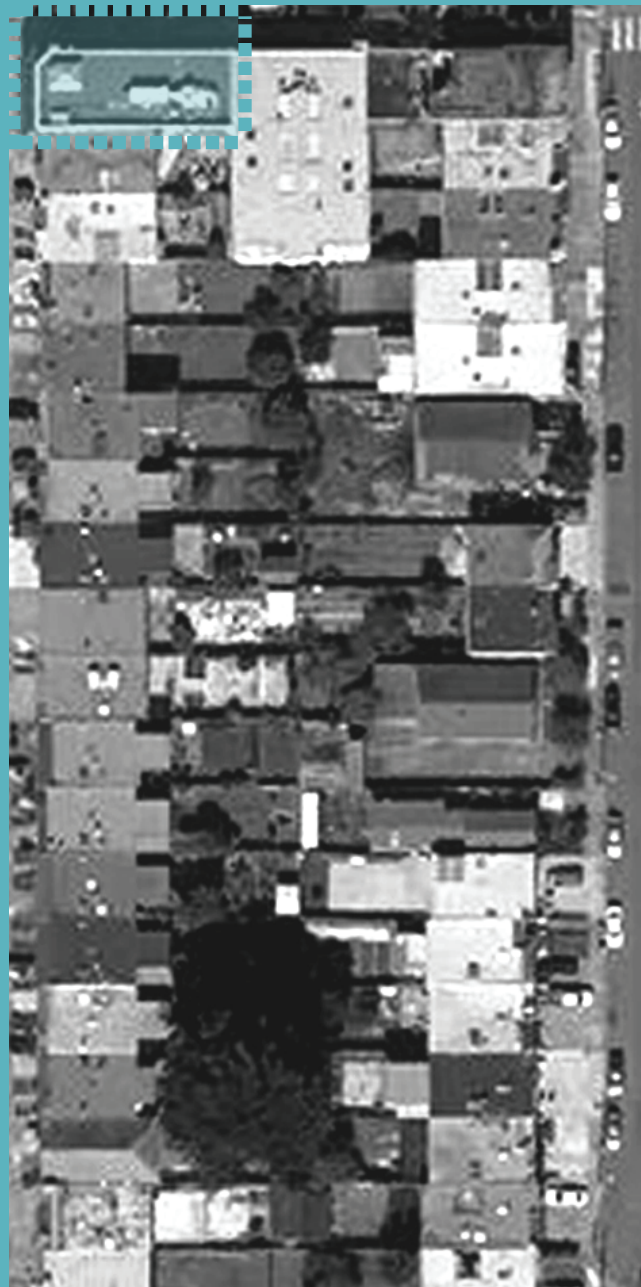
Section - Concept



RAMSELL STREET



RANDOLPH STREET



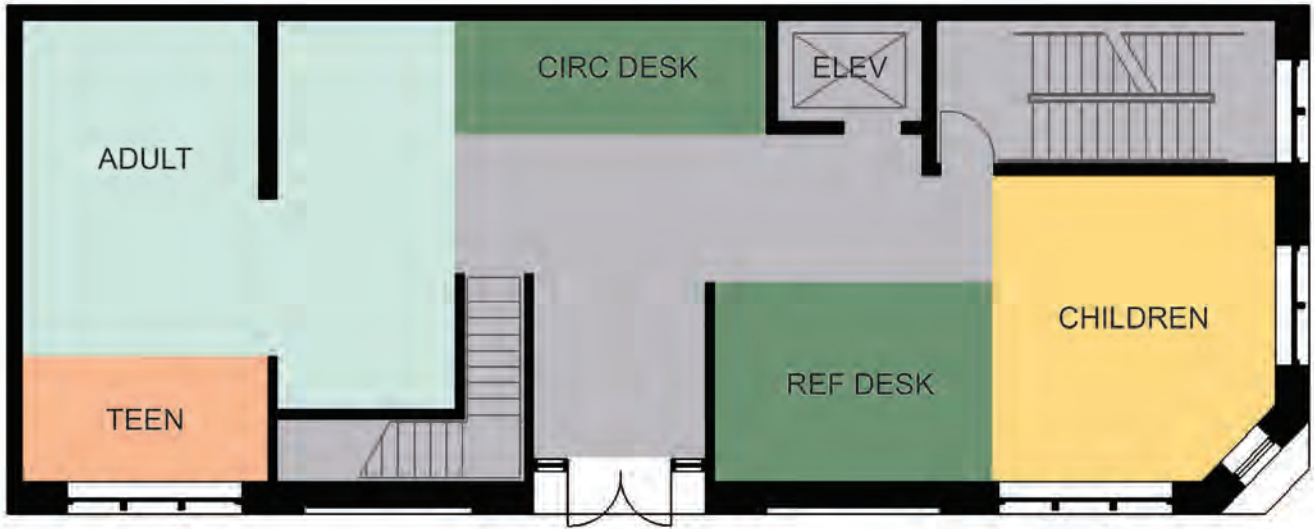


OCEAN VIEW

345 Randolph St, San Francisco, CA 94132

Ocean View Branch Library was the 15th branch established in the San Francisco Public Library system. The first Ocean View Branch Library opened in 1903 on Broad Street near the corner of Capitol Avenue. The new Ocean View Branch Library, at 345 Randolph Street, was opened on June 7, 2000. It was the first branch building to be built in San Francisco since 1969. The San Francisco Bureau of Architecture designed the two-story building. The cost of the building was \$2.5 million. Private funds were raised for the equipment and furniture within the branch.

Existing



Level 1



Level 2



Ocean View Branch - Built 2000

The Ocean View branch was built new in response to community need in 2000. The building is 4,300 square feet on two stories. It occupies a corner site at Randolph and Ramsell Streets and occupies the entire site. It is ADA compliant and relatively up to date structurally and in terms of building systems. The main entry is in the middle on the long façade on Randolph Street. There is a low-ceilinged basement that houses building utilities and storage. There is a central library circulation and reference desk as you enter the building. There is no library service desk on the second floor. The first floor is relatively open but views across the building are interrupted by tall shelving and a couple of wing walls. The stair to the second floor is enclosed. The first floor houses all of the library collections, and seating of the building

There is a single hydraulic elevator serving both floors. There are two single occupant rest rooms in the building's second floor. One serves public, the other staff. Staff work and break spaces are combined on the second floor and there are numerous service spaces on the second floor which include two telecommunications closets. The second floor is compartmentalized with a long corridor being a primary feature.

The community room is on the second floor and is very popular with usage rivaling libraries much larger than it in terms of number of community events held annually. However, the second floor location means it is not able to be used for after-hours events and the room is too small given the demand. There is no dedicated children's Storytime space.

Ocean View Branch - Building Data

Address	345 Randolph St. San Francisco, CA 9413
Block/Lot No.	7118/044
Type of Const.	Type V - N
Occupancy Class.	A3 (B in original design)
Building Area	4,300 Sq. Ft.
No. of Stories	2 + partial basement

Ocean View Branch Significant Issues (2000)

- The 4,300 SF building is very small and unable to meet all community needs
- No room for expansion as the building occupies the entire site
- Community Room is in high demand but too small
- Community Room cannot be used for after-hours events due to second floor location
- Second floor is compartmentalized and difficult to oversee
- Second floor computer lab is a particular problem in terms of oversight
- There is no visual connection between first and second floors
- Building is not visually open to street and it is not immediately clear that it is a library
- Teen area is insufficient



LEVEL 1	GSF	2145		
NAME		CURRENT	PROPOSED	Δ
		NSF	NSF	
LOBBY		103	150	47
CORRIDOR/CIRCULATION		250	50	-200
CIRCULATION DESK AREA		90	122	32
NEW BOOKS/HOLDS/DVDS		143	0	-143
COMPUTERS		80	28	-52
STAIRS		239	286	47
ELEVATOR		73	73	0
LOUNGE		0	140	140
ADULT COLLECTIONS/READING AREA		361	361	0
TEEN COLLECTION/READING AREA		140	208	68
CHILDREN'S COLLECTION/READING AREA		319	380	61
	TOTAL NSF	1798	1798	0

LEVEL 2	GSF	2145		
NAME		CURRENT	PROPOSED	Δ
		NSF	NSF	
CORRIDOR/CIRCULATION		230	101	-129
STAIRS		271	286	15
ELEVATOR		73	73	0
STORAGE		102	0	-102
COMPUTER LAB		262	0	-262
CUSTODIAL/MAINTENANCE		79	79	0
TELECOM		44	0	-44
STAFF WORK/LOUNGE		155	326	171
READING/LOUNGE		0	195	195
STORY TELLING		386	0	-386
PROGRAM ROOM/MULTI-USE		0	500	500
RESTROOM-STAFF		55	42	-13
RESTROOM-PUBLIC		55	110	55
	TOTAL NSF	1712	1712	0

Figure Ground Studies

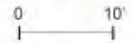
- Private
- Public



Level 1- Existing

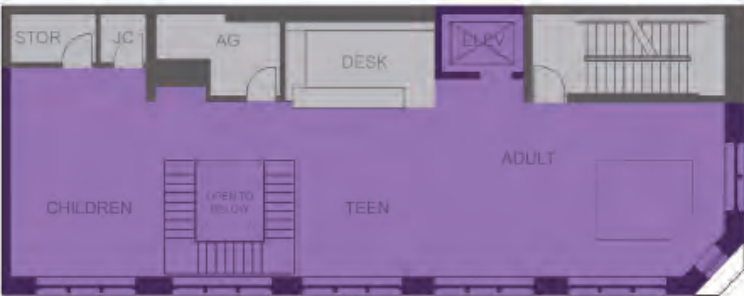


Level 2-Existing

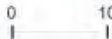




Level 1- Proposed



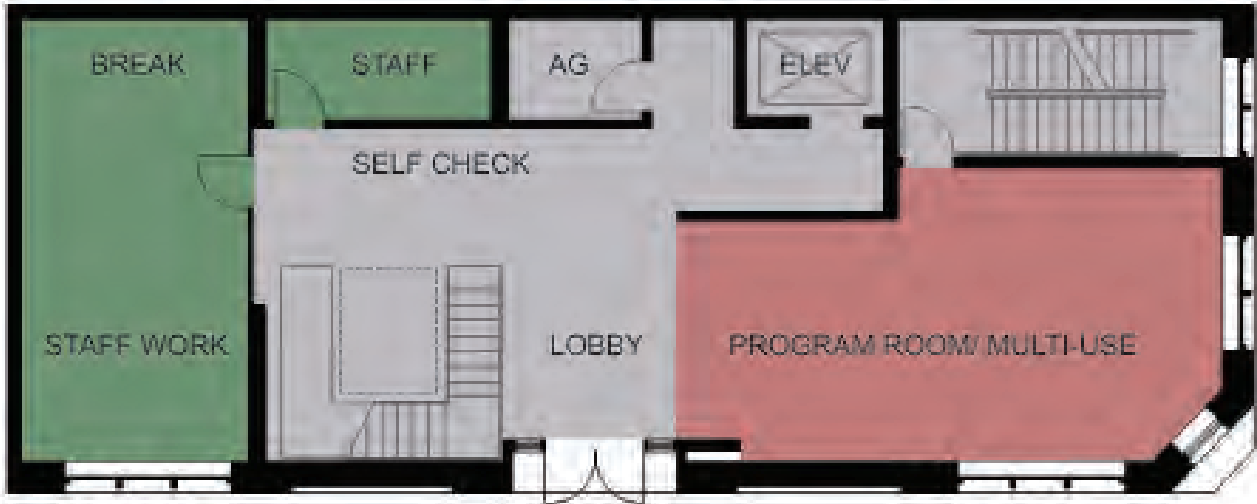
Level 2-Proposed



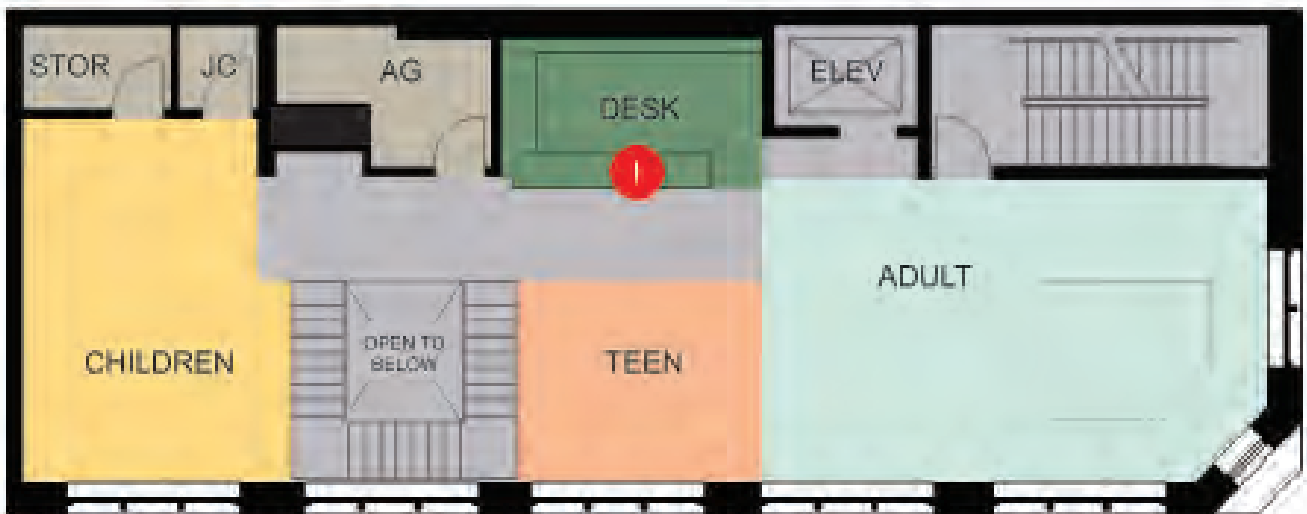
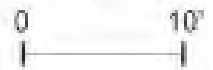
Preliminary Scope:

- Optimize service points
- Provide flexible community room
- Increase square footage with addition
- Restore original entrance and main stairs
- Improve circulation and transparency
- Upgrade and add restrooms
- Replace building mechanical systems.

Scheme- A



Level 1

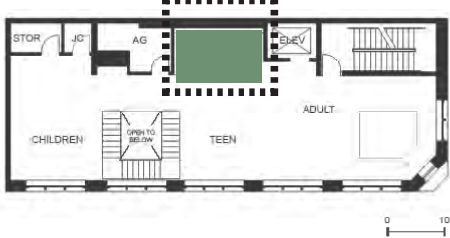
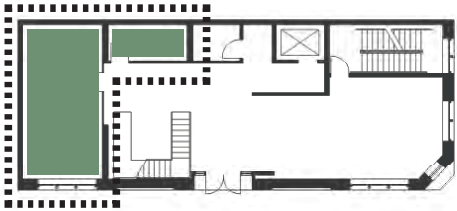


Level 2

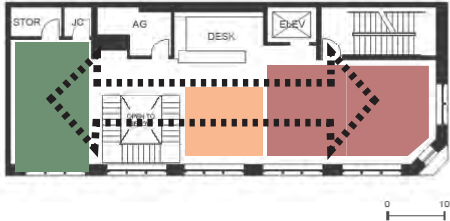
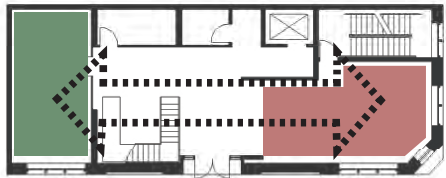


Level 1

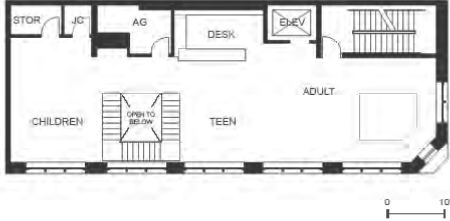
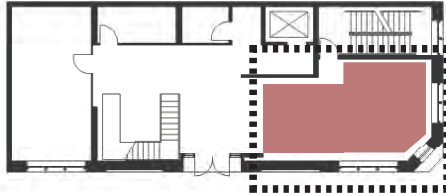
Level 2



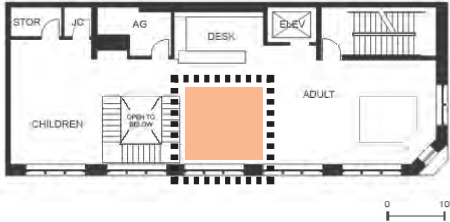
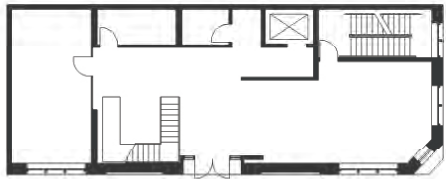
Consolidate Staff Work Areas & Service Points



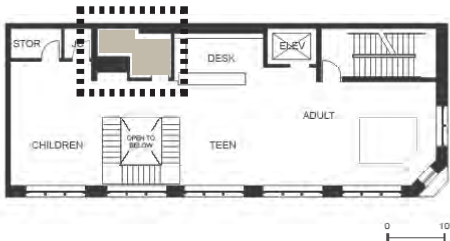
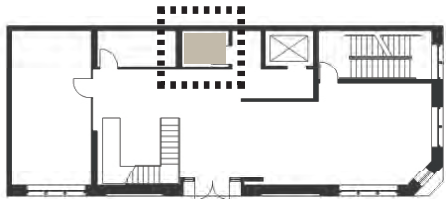
Visual Transparency



Expanded/Flexible Program Room

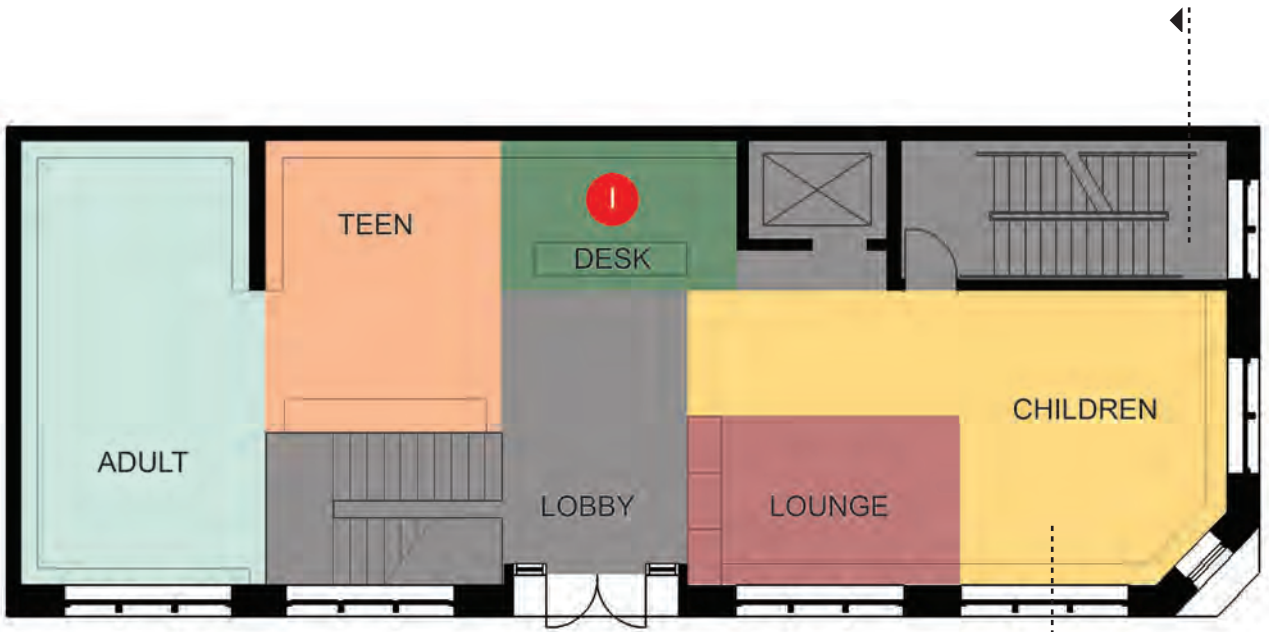


Dedicated Teen Area

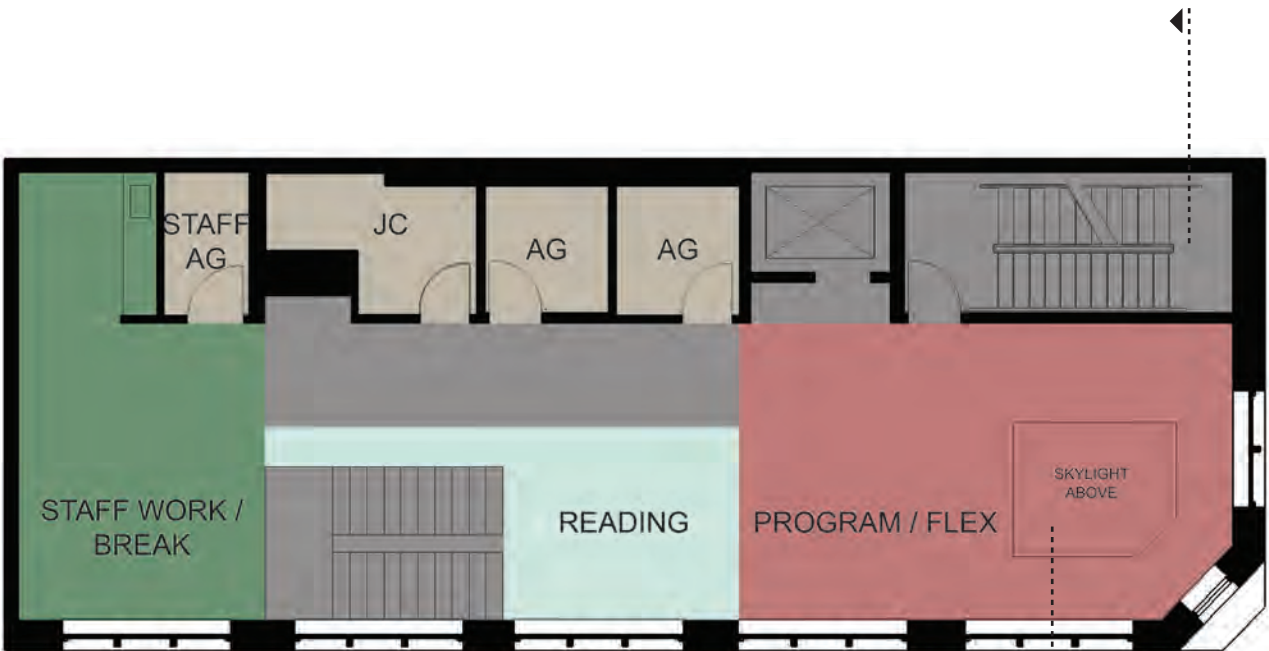


Additional Restrooms

Scheme- B

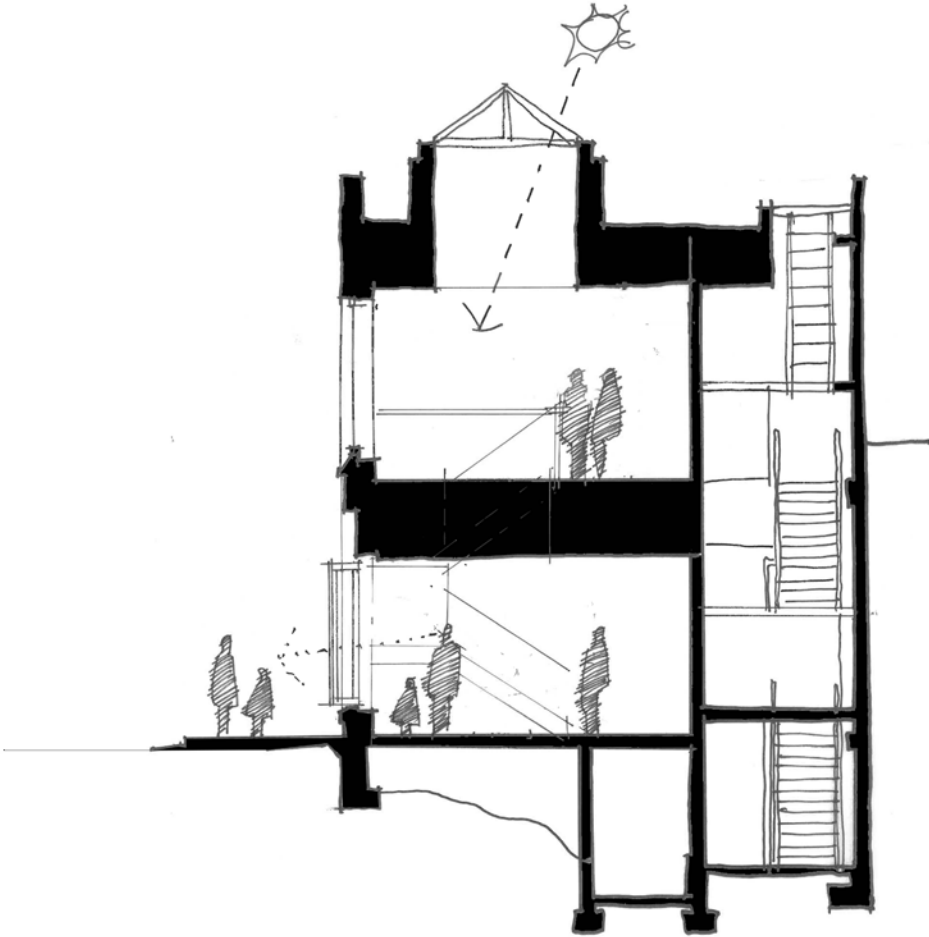


Level 1

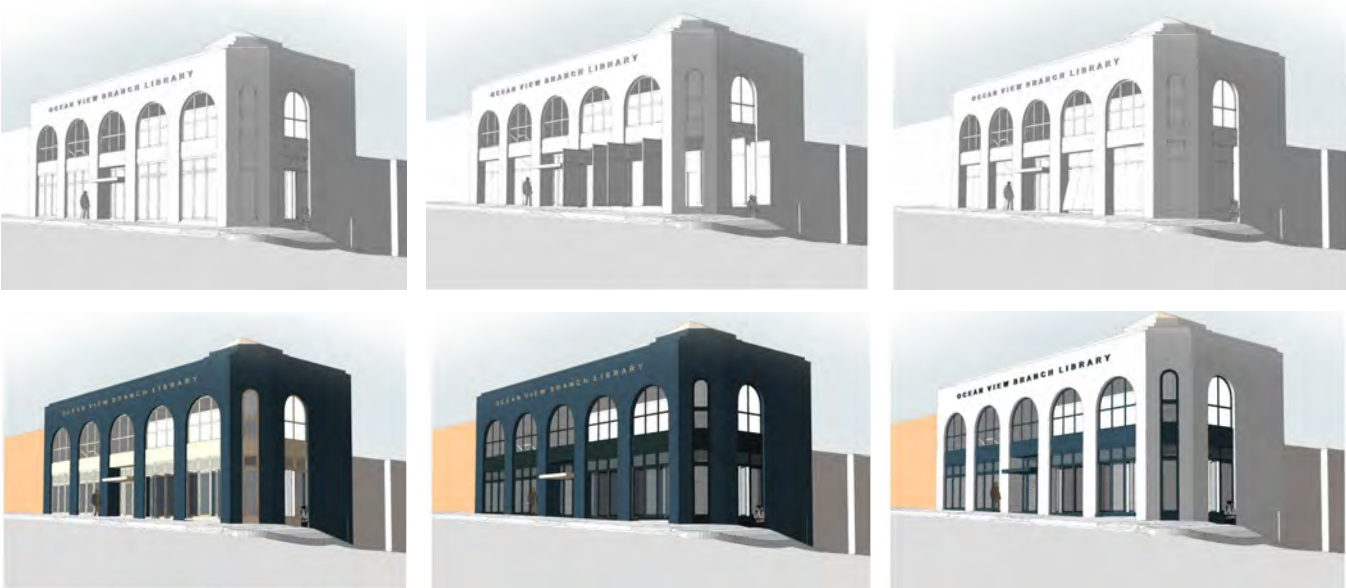


Level 2





Building Section



Facade Studies

*Preservation of historic
reading rooms*

Building Condition Assessments [04]





MISSION

Structural

Building Description

Located at 3359 24th Street in San Francisco, the Mission Branch Library is a two-story steel and concrete framed building. Originally built circa 1915 and renovated in 1997, the building footprint measures approximately 60 feet by 94 feet. The top of the hip roof measures a maximum of approximately 50 feet above grade. The ground floor is a split level with the Upper Ground Level being 2'-8" higher than the Lower Ground Level.

Opinion of Seismic Performance

Based on our review of existing structural drawings, site visit, simplified calculations, and experience with similar buildings, it is our professional opinion that the Mission Branch Library will experience severe damage during a major seismic event. We anticipate significant damage to the brick infill, especially along the north perimeter along 24th Street. We also anticipate damage to the concrete shear walls including cracking and spalling. Damage to the brick infill could result in dislodging of bricks and pose moderate risk to pedestrians outside and library patrons inside. However, such damage should not pose a collapse hazard of the building as a whole. We anticipate that this damage will be severe and the building may be closed for a lengthy period of time to perform such repairs. Note that detailed calculations or any materials testing was not performed.

Proposed Alterations

The proposed architectural alterations include rebuilding of the previously demolished grand stairway, demolition of a portion of the Main Level slab to accommodate the new stairway, demolition of some concrete shear walls, and a two-story horizontal addition to the west. This work requires a code mandated seismic upgrade of the existing building. The seismic upgrade will not only comply with current code, but enhance the overall seismic building performance. Along with a steel-framed addition with concrete shear walls, we anticipate the addition of shotcrete along the north perimeter wall as part of the seismic remediation work. We anticipate that the addition will be supported on 24-in diameter by 25 feet long CIDH concrete piles.

Electrical

Observations

- The incoming electrical service is 600A at 120/208V, 3-phase, 4 wires. PG&E Electrical Service enters the facility via underground service conduit from the secondary side of an existing pad-mounted PG&E transformer located inside an underground vault adjacent to the library.

- The electrical service terminates at a meter at the main switchboard inside the electrical room. The switchboard sub-feeds distribution panels throughout the facility.

- The switchboard was manufactured by Cutler-Hammer Westinghouse, and were installed around 1998. The distribution panels were manufactured by Challenger.

- The existing indoor lighting control is comprised of wall switches that turn on and off indoor lighting fixtures. Most of the lighting fixtures in the library are recessed 4' x 4' fluorescent fixtures with four T-8 lamps. The emergency fluorescent fixtures contained and charging indicator light and an push-to-test light.

- The existing system-wide fire alarm system was manufactured by Pyrotronics.

- The existing Cerberus fire alarm control panel and VoiceCom voice panel was inside a staff office. Strobes, horn strobes, and smoke detectors were observed to be installed throughout the facility. The fire alarm system is maintained by Cosco Fire Protection.

Evaluations

- The existing switchboard and distribution panels were observed to be in working condition. There was only one spare breaker on the switchboard and there are sufficient spares in the distribution panels to accommodate future loads. To accommodate renovation, all electrical equipment will need to be relocated to a new room. A new service for PG&E will need to be issued.

- The existing lighting fixtures and switches were observed to be in working condition. There were no automatic controls (e.g. occupancy sensors, timer switches, etc.) to automatically control indoor lighting.
- The existing fire alarm system was observed to be in troubled condition. If additional rooms were added to the facility then the existing fire alarm panel may need to be replaced suffice (replacement parts for the existing fire alarm system may be difficult to find since Pyrotronics is now discontinued and owned by Siemens).

Mechanical & Plumbing

Summary

The HVAC equipment was installed in 1997, the same time as the last major renovation at this branch. An idoor gas fired heating and ventilation unit was installed in a “confined space” to provide heating to the entire library & it appears to be in good working condition.

Both of the split ACU's installed for the Children's Reading Rooms use R-22 refrigerant whic is detrimental to the ozone and due to be phased out in 2020.

Architectural layout proposed may allow the Profgram/Flex Room to re-use the ductwork sytem but air distribution will need to be rebalanced to provide adequate fresh air (this will also depend on the ceiling heights).

CHINATOWN

Structural

Building Description

Located at 1135 Powell Street in San Francisco, the Chinatown Branch Library is a one-story steel and concrete framed building with a mezzanine and full basement. Originally built circa 1921, the original T-shaped building had an overall footprint that measured approximately 45 feet by 74 feet. A exterior grand stairway is located at the eastern frontage. Circa 1994, an extensive renovation, including demolition of the stem of the T at the west, seismic retrofit of the remainder of the original building, addition of a mezzanine, and a horizontal addition to the west, resulted in the library expanding to its current building footprint of approximately 118 feet by 69 feet.

Original 1921 Construction

The original one-story 1921 structure was an unreinforced masonry (URM) bearing wall building supported on a concrete basement. The roof structure was constructed with straight sheathing supported on timber trusses that spanned over the main floor resulting in no interior columns. The main floor was a concrete slab supported on concrete beams and girders, and concrete walls and columns below. The walls and columns are supported on isolated and continuous concrete footings.

1994 Renovation

The 1994 renovation was extensive and included demolition of a portion of the original 1921 building, seismic retrofit of the original URM bearing wall building, addition of a steel-framed mezzanine within the original building, and a steel-framed horizontal addition that effectively doubled the size of the original building. While functioning as one building, the horizontal addition is separated from the original building by a 2" seismic gap. The renovation included reprogramming of the library space. The gravity-load-carrying system of the addition comprises concrete fill on metal deck roof and floor slabs supported on steel beams and girders, which in turn are supported by steel columns and isolated concrete footings below.

Opinion of Seismic Performance

Based on our review of existing structural drawings, site visit, and experience with similar buildings, it is our professional opinion that the Chinatown Branch Library will experience moderate damage during a major seismic event. We anticipate moderate damage to the perimeter brick walls, especially at corners of the original 1921 building. We anticipate some damage to the beam-column joints of the steel moment-resisting frame system of the 1994 addition. These beam-column joints are pre-Northridge moment-frame joints which were found to be deficient following the 1994 Northridge Earthquake. We also anticipate damage at the seismic joint due to movement of the two buildings as they pound against each other. This could result in damage to the roof and floor slabs as well as to the façade at the joint. It is our opinion that the building does not pose a significant collapse hazard in the event of a severe earthquake. We anticipate the level of damage to be repairable, but the building may be closed while the repairs are completed. Note that no detailed calculations nor any materials testing was performed.

Proposed Alterations

It does not appear that the proposed architectural alterations, including >>> will trigger a code mandated seismic upgrade. It is not possible for us to determine if the existing steel braces in the main floor of the original 1921 building can be removed at this time. Significant analyses are required to determine the extent of structural alterations required since these are major components of the original retrofit. Given the historic nature of the building, especially with the interior finishes, it may not be possible to remove these braces due to the invasiveness of an alternate strengthening scheme.

Electrical

Observations

- The incoming electrical service is 1000A at 120/208V, 3-phase, 4 wires. PG&E Electrical Service enters the facility via underground service conduit from the secondary side of an existing underground PG&E transformer. A solar panel farm located on the upper roof of the library provides additional power to the facility. There is a separate meter for the solar power. The PG&E electrical service terminates at a meter at the main switchboard inside the electrical room. The switchboard sub-feeds distribution panels throughout the facility.
- The existing indoor lighting control is comprised of wall switches that turn on and off indoor lighting fixtures. Some areas have occupancy sensors. Most of the lighting fixtures in the library are pendant-mounted 1' fluorescent fixtures with custom lengths and 2'x4' surface-mounted fluorescent fixtures.
- The existing system-wide fire alarm system was manufactured by Simplex. The existing 4602 series fire alarm control panel was located inside one of the staff offices. Strobes, horn strobes, and smoke detectors were observed to be installed throughout the facility.
- The fire alarm control panel was missing one of its cover plates labeling.

Evaluations

- The existing switchboard and distribution panels were observed to be in working condition. There are sufficient spares in the distribution panels to accommodate future loads.
- The existing lighting fixtures and switches were observed to be in working condition. There were occupancy sensors in some areas.
- The existing fire alarm system was observed to be in working condition. If additional rooms were added to the facility, then the existing fire alarm panel may need to be replaced to accommodate the additional rooms (i.e. zones).

Mechanical & Plumbing

Summary

Chinatown Library was built in 1914. The current HVAC, Plumbing and Fire Protection systems were installed during its major renovation in 1993. Two AHU's with heating coils and a boiler were installed on the roof. The boiler was then replaced with high efficiency condensing boilers & a Chiller was installed at a later unknown date. The HVAC system works properly and is in fair condition. Overall it has been well maintained, however, the AHU on the roof is starting to show signs of corrosion.

To achieve better indoor quality, we recommend some duct cleaning to address black soot that was expelled from ductwork in some areas.

The architectural layout proposes changes to the basements existing Display and Community Room to a Program/Multi Use Room. In general, these changes will not have a major impact on the HVAC, plumbing or fire protection systems. It would be prudent to check if the outside air that supplies the proposed rooms is sufficient. We recommend an adjustment to the fresh air intake if required so to ensure adequate outside air supply. The air distribution system may need to be re-balanced to match the latest HVAC design and updated code requirements.

OCEAN VIEW

Structural

Building Description

Located at 345 Randolph Street in San Francisco and built circa 1998, the Ocean View Branch Library is a two-story steel and concrete framed building with partial basement. The building footprint of the rectangular shaped building measures approximately 28 feet by 75 feet. The top of roof measures a maximum of approximately 36 feet above grade on a sloping site.

The gravity-load-carrying system comprises concrete fill over metal deck roof and second floor slabs that span to steel beams and girders, which are support by steel columns along the northern perimeter and concrete masonry (CMU) wall along the south perimeter. The steel columns are supported on a concrete stem wall below the first floor slab, and the CMU wall is supported on a concrete retaining/bearing basement wall. The first floor slab is a 7-inches thick reinforced concrete slab supported on concrete walls below, which are supported on continuous concrete footings.

The lateral-load-resisting system comprises the concrete fill over metal deck roof and second floor, and concrete first floor slabs, concrete and CMU shear walls, and concrete footings. The roof and floor slabs serve as horizontal diaphragms that distribute the lateral forces to the shear walls, and foundations below.

The building appears to be in good structural condition. However, due to improperly sloped sidewalk along Ramsell Street along the property line, water enters the building basement at the basement door.

Opinion of Seismic Performance

Based on our review of existing structural drawings, site visit, simplified calculations, and experience with similar buildings, it is our professional opinion that the Ocean View Branch Library will perform adequately during a major seismic event. We anticipate some damage to the CMU and concrete shear walls including cracking and spalling largely due to torsional behavior of the building. However, such damage should not pose a collapse hazard.

We anticipate that this damage will be repairable although the building may be closed to perform such repairs.

Note that detailed calculations or any materials testing was not performed. Additional analysis is recommended during the design development phase for this project to verify that this building will perform per code intent.

Proposed Alterations

Based on our review of the proposed architectural conceptual drawings, it appears that some alterations to the existing steel framing at the second floor stairway opening is required. We anticipate that this work will not necessitate a code mandated seismic upgrade of the building.

Electrical

Observations

- The incoming electrical service is 250A at 120/240V, 3-phase, 4 wires. PG&E Electrical Service enters the facility via overhead service conduit from the secondary side of an existing pole-mounted PG&E transformer. The electrical service terminates at a meter at the main switchboard inside the electrical room. The switchboard sub-feeds distribution panels throughout the facility. The switchboard and distribution panels were manufactured by Cutler-Hammer, and were installed around 2000.

- The existing indoor lighting control is comprised of wall switches that turn on and off indoor lighting fixtures. Most of the lighting fixtures in the library are recessed 2' x 4' fluorescent fixtures with four T-8 lamps and recessed downlights.

- The existing system-wide fire alarm system was manufactured by Fire-Lite Alarms Inc. The fire alarm control panel MS-9200 is located adjacent to the entrance of the library. Strobes, horn strobes, and smoke detectors were observed to be installed in the facility. The fire alarm system is maintained by Cosco Fire Protection.

Evaluations

- The existing switchboard and distribution panels were observed to be in working condition. There were spaces on the switchboard to accommodate future loads. There are sufficient spares in the distribution panels to accommodate future loads.
- The existing lighting fixtures and switches were observed to be in working condition. There were no automatic controls (e.g. occupancy sensors, timer switches, etc.) to automatically control indoor lighting observed.
- The existing fire alarm system was observed to be in working condition. Replacement parts for the existing fire alarm system may be difficult to find.

Mechanical & Plumbing

Summary

Ocean View Library was built in 1998 and the current HVAC system was installed at that time. It is in fair condition but near the end of its useful life. The rooftop AHU's and duct furnace show signs of corrosion. In addition, paint has started to peel from the roof's ductwork. It is recommended that corrosive resistant paint be applied to lengthen the life of the existing ductwork.

The architectural layout proposed a change in the function of spaces on both levels. There is no need for major modifications to the HVAC system, however, the use of the Program/Flex is unknown and the exact number of occupants cannot be determined at this stage. Therefore, actual amount of outside air could not be finalized and additional fresh air may be required to suit the finalized number of occupants. The HVAC system will need to be re-balanced to meet the latest design requirements.



ADA/Accessibility Compliance

The Library strives to provide universal access through building design and programs. All projects will meet Title 24 of the California Code of Regulations, designed to comply with the American Disabilities Act as well as California Building Code Chapter 11B.

Upgrades will be required and may include:

- Path of Travel
- Restrooms
- Vertical Transportation
- Signage
- Furniture & Fixed Seating



Green Building & LEED Goals

Based on the San Francisco Green Building Code and Title 24 Part II, the California Green Building Standards Code (CALGreen), all projects will be designed to meet LEED and local sustainable regulations.

Project Goals: LEED Gold



Sustainability Goals:

- Reduce energy and water use
- Divert waste from landfill
- Support the health and comfort of building occupants
- Promote alternate modes of transportation
- Implement recycled and local materials
- Innovative sustainable design
- Support environmentally preferable purchasing and maintenance practices



*Provide multifunctional community
program areas*

Findings [05]



Findings Summary

Mission Branch:

- Library lacks a community meeting room
- There is no dedicated teen space
- Single occupancy restrooms are inadequate
- Service points are inefficient and limit patron experience
- Building systems are at the end of service life
- Circulation is cramped and confusing

Chinatown:

- Program room is too small and inflexible
- Mezzanine is underutilized with wasted space
- Confusing entrance and circulation through building
- Underutilized and inaccessible roof garden
- Historic reading room compromised by mezzanine and seismic bracing
- Building systems are reaching the end of their useful service life

Ocean View:

- Building size is small for community needs
- Program room is too small and inflexible
- Building is not easily recognized as a library
- Two-story building poses operational challenges
- Current site limits renovation and/or expansion

Recommendations

Phased approach:

We recommend continuing design and community engagement on the Mission Branch with the intent to proceed through the design process and construction. Lessons learned from the community engagement and design process on Mission will inform next steps on the Chinatown and Ocean View branches.

Why Mission Branch?

Of the three branches in the study Mission library has the most serious limitations on service provision and quality of patron experience. There is no community room, no dedicated teen space, no children's Storytime room, and there are insufficient public toilet facilities. According to library data, in FY 16/17 the Mission branch had 384 programs with 12,311 attendees for an average of 32 persons per program without a program room. In comparison, Chinatown had 577 programs also at an average of 32 visitors per program but in a building that is 75% larger with both a large program room and a separate Storytime room.

Mechanical systems at Mission are the most heavily worn, with many systems being at the end of their service life. The two public toilets are lockable single occupant rooms with one being a separate family rest room in the children's room leaving a single facility for adult patrons. The rest rooms being lockable are difficult for staff to manage.

Given these deficiencies, San Francisco Public Works staff recommend that Mission Branch Library should be the first project in this renewal program.

Chinatown and Ocean View Branches:

These two branches are very different in age, size, and design and many design options are possible. Both have community rooms and teen areas and are in better condition than Mission Branch. Further exploration through community meetings will provide insight on project scope, sequence, and timeline for these two projects.

Appendice [06]

- Meeting Notes
- Landmark Nomination Carnegie Branch Libraries of San Francisco



January 26, 2018
Branch Capital Projects Feasibility Study

APPENDIX

Index of Documents

Meeting Notes: [All meetings with Library staff]

11/9/2016	Ocean View Branch Library Staff Charrette
11/16/2016	Mission Branch Library Staff Charrette
12/6/2016	Chinatown Branch Library Staff Charrette
4/12/2017	Mission Branch Library Design Meeting
5/2/2017	Mission Branch Library Design Meeting
5/23/2017	Mission Branch Library Design Meeting
7/11/2017	Ocean View Branch Library Design Meeting
7/25/2017	Ocean View Branch Library Design Meeting
8/24/2011	Chinatown Branch Library Design Meeting
1/1/2001	Landmark Nomination Carnegie Branch Libraries of San Francisco

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Ocean View Branch Library Charrette

November 9, 2016

Conclusions and Next Steps:

1. Eliminate interior walls to create a more open floor plan with better sight lines
2. Have staff areas on both levels
3. Design a program room first floor that is open to the street.

Discussion Notes:

Circulation Comments:

- A lot of spaces dedicated to Staircases placement of door makes two separate zones.
- Spaces are not isolated for training or conversation use.
- Public spaces are not connected on upper level.
- Computer lab is not set-up as a lab.
- A lot of senior patrons visit this branch, and therefore main adult areas should be on ground level.
- Staff restroom needs to be on the same floor as collection stacks.
- Staff area is extremely cramped.
- Stairs are very hot and not open.
- Lack of sightlines, and staff are not able to monitor upper level.
- Program room not open to the public because lack of dedicated staff to monitor the space.
- Library not appealing from street level.
- All levels with patrons should be staffed at all times.
- Cramped space causes staff to constantly run into one another.
- A closed-in feeling due to broken-up sight lines.
- Exterior is not appealing from the street, and many neighbors did not know the existence of the library.
- Current program room is not monitor by staff.
- Circulation is not effective with current entry.
- Stairs are too tight, and lack of sightlines causes people to run into each other.

Adjacency Comments:

- Teen area should be away from kids' area.
- Staff area to expand on the first floor.
- Current public areas separated by staff, which causes break in patron sight lines.
- Current computer lab is not designed for teaching.
- Storage areas not efficient because patrons block storage accesses.
- Program room should be visible and accessible from street.
- New books, magazines, and newspaper room should be next to entry, have a visual connection to other areas, and provide a lounge feel.
- Current spaces are chopped and compartmentalized, but a flexible open space is preferred.
- Program room needs to have access to restrooms but be separated from collection stacks.

Circulation & Adjacency Diagram Conclusions:

- First floor shall have circulation desk, staff room, lounge area, and program room.
- Program room shall be separated with own entrance and access to guest restroom.
- Upper floor shall have an open floor plan for all collections, reference desk, and staff restrooms.
- Existing walls shall be eliminated and replaced with more open floor plan, and glass walls for better sight-lines.
- Stairs shall open up for more visibility and better efficiency.

Ocean View Branch Library Charrette – Programs & Services

1. What are the biggest problems at this branch regarding program and services?
 - a. The branch doesn't look appealing. Awareness for this branch is very low
 - b. There isn't enough space to study / work, so students do not come here.
 - c. The community / program room cannot be used without staff supervision
 - d. The program room is too small and closed in.
 - i. Average number of participants for story time is 60 kids.
 - e. The library feels enclosed and narrow.
2. What types of services are lacking at this location?
 - a. Study spaces
 - b. Outdoor program areas
 - c. Not enough patrons visit the branch
 - d. Storage for chairs, tables, rugs, etc.
 - e. AV for computer classes
 - i. No projectors to teach a computer class. Computers face the wall, so instruction is difficult.
 - f. Wifi is not fast / strong enough
3. Are there any special populations that are served at this branch?
 - a. This neighborhood has not been gentrified yet.
 - b. Non English speaking patrons & immigrants (Chinese)
 - i. Would like a chinese program section
 - c. Older patrons
 - d. Children
 - e. Resident owner homes
4. How can you best serve this neighborhood at this branch?
 - a. Become the neighborhood icon / social hub
 - i. Add concessions / café
 - b. Make use of the sidewalk / Street space
 - c. Rooftop access for more program use
 - i. Maybe a community garden?
 - d. Community / Program room on Ground floor for better supervision
 - e. Glass wall on ground level so it's more visible and more attractive from the street
 - f. Serve at risk teens. Currently, there are no teen programs, so they are not interested
 - i. Media area similar to the Teen Center?
 - g. Reach out to immigrants by offering more programs and extend hours for students and immigrants
5. What types of services are working well at this library?
 - a. Interaction with patrons because the help desk is in front of the entrance

- b. Computers are heavily used at this branch
6. What types of services have the most demand or expect the most growth?
- a. English language classes
 - b. Computer classes
 - c. Homework help with kids & adult volunteers
 - d. Quiet study rooms for 2-3 people
 - i. Make it flexible to expand to a larger study space
 - e. Media rooms
7. How many books does this branch library need?
- a. Collections are too small, would like to increase space
 - i. Not enough in the Chinese language collection. Need more
 - ii. Non-fiction has a small collection, but these do not get used enough
 - b. Good number of children picture books
 - c. Would like to add cooking books
8. Problem / Goals
- a. Increase program space & create flexible / multifunctional spaces that can be isolated for after-hours use. (~50% larger to accommodate 40-100 users)
 - i. Increase room size for adults to hold cooking classes
 - 1. This will require secure food storages – hot & cold food
 - ii. Increase room size for children for story time or homework help
 - iii. Need to run at least 2 programs simultaneously without being disruptive
 - b. Swap desktops out for laptops
 - i. Computer area on ground floor is not efficient. Too fixed
 - c. Quiet study rooms
 - d. Social hub of the neighborhood
 - e. More AV & table space
 - f. Move HVAC system to the basement so that it is not exposed to the elements on the roof
 - g. Raise awareness for library and establish regular patrons
 - i. Add parklett or planters to the outside to attract more patrons to the library.
 - h. Air / Temperature control @ Welcome desk. Since it is in front of the entrance, it gets cold when the doors open.



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Meeting Minutes

SUBJECT: Mission Branch Library Charrette
DATE: 16 November 2016
LOCATION: 30 Van Ness, Fourth Floor

ATTENDEES:

San Francisco Public Library:

Cathy Delneo, Rebecca Alcalá, Laura Tarango, Roberto Lombardi, Yemila Alvarez, Maricela Leon-Barrera, Thomas Duffy, Maureen Singleton, Carlos Navarro, April Wan

Public Works:

Julia Laue, Will Kwan, Paul De Freitas, Andy Sohn, Whitney Simon, Ruby Yu, Selina Chen

MINUTES:

General Discussion:

Building was seismically retrofitted in 1999.

Patronage has great age range and economic diversity.

Physical limitations make it difficult to create programs and engagement at this library.

Periodic flooding at first floor from the side door (now used as Main Entry).

Bathrooms and Water:

Not enough bathrooms: One public, one children, and one staff [There are 20 staff at full capacity].

There is no bathroom or water available on the 2nd floor.

No waiting area near restroom.

Possibilities:

- Provide staff bathroom upstairs on the 2nd Floor.
- Provide a family bathroom in children's area.
- Provide public bathroom on first floor.
- Multi-occupant restrooms with stalls?

Climate and Comfort:

Outdoor space is cold and windy.

Library gets hot and there is no AC available in the reading room.

Can't have window shades down with windows open.

Single pane windows are not good for climate control and does not stand up against vandalism.

Poor natural ventilation.

Solar control and dimming for different programs.

Building Character:

Lack of exterior signage and identity.

Exterior maintenance issues.

Consider exterior maintenance of building with known street issues – vandalism, littering.

Identity of building from 24th Street vs Bartlett entrances.

Current interior stairway feels cheap and lacks character.

No sense of connection between first and second floors.

Possibilities:

- **Open main stair between floors to restore connection.**
- **Bartlett Street is sunnier and brighter, and so may offer opportunities for more natural light.**
- **An exterior book drop box on 24th to help eliminate congestion inside the building.**

Building Circulation – Lobbies, Stairs, Elevator, Hallways:

Single entrance door is too narrow, entrance is too small, bottleneck at Hallway, Elevator lobby is tight.

Access to children’s area is through a narrow enclosed hallway.

First floor feels cramped, basement-like, and does not get daylight.

Interior book return needs to be out of way of patron flow.

Current electrical room appears oversized and hallway to electrical room is wasted space.

Self-checks are currently only on the first floor, there are only 2, which creates a bottleneck at the entrance.

Main staircase is not easy to find, not visible to patrons.

Sorting carts and staff use the public elevator.

Possibilities:

- **Replace the original “grand” staircase in the prominent original location.**
- **Increase elevator lobby size.**

Public Desks, Staff Areas, and General Collection:

Information and circulation desks are currently separate but they should be together or closely adjacent.

Locating an Info/Reference desk with staff at top of stairs for directions and greetings.

Reference and circulation desk on 2nd floor for 2-3 staff members at a time.

Current Reference Desk is too long and is hard to walk around.

Sorting area should stay on first floor.

Staff need a private conference room.

Staff need personal work storage spaces but could possibly share desks.

Possibly reduce current staff office area.

Staff work area could possibly be relocated.

Lack of staff offices [??].

Needs larger exterior trash enclosure.

Foreign language collection needs expansion space.

Children's Room:

Queue for Children's Storytime go out of the building, typical 100-115 people.

Children's area has to be closed during storytime to accommodate crowd, no dedicated Children's Program Room.

Too much furniture in children's room - crowded.

Story-time is popular and therefore patrons are being ticketed to keep room capacity in check.

Possibilities:

- **Circulation Desk desired at children's area.**
- **Create a separate Children's Program Area**
- **Storytime can be open to the reading room if enough space is available.**
- **Storytime Area needs access to children collection. Children collection for storytime is seasonal.**

Teen Area:

Teen area is currently not separated from the main Reading Room - no dedicated separate room.

Teen area not large enough; not enough seating.

Possibilities:

- **Create a separate Teen area near collection.**
- **Teen area could be housed in a "flex" space that relies on time of day use so long as collection is adjacent.**

Program Room and/or Meeting Spaces:

There are no cost free meeting spaces available in the neighborhood.

Reading tables are now being moved around to create ad hoc program space.

Reading Room and Meeting Room need to be separate.

New Meeting Room should be designed with security/oversight in mind.

Possibilities:

- **Potentially create Flex space with time of day customizations a possibility.**
- **Locating teen area in new meeting room is a possibility, but teens need access to teen collection at all times, even when meeting room is closed off for programs and services.**

Programming and Services

Multi-lingual collections require more staff.

Collection size and configuration of stacks inefficient.

Would like to offer classes for e-books, cooking, etc.

Lack of seating space, need additional lounge area and open table area.

Chinese & English collections could be made smaller.

Possibilities:

- **Lower stacks to help with flexibility of space on upper level.**
- **Compact shelving/ storage is a possibility for seasonal books.**
- **Laptop lending vs Desktop computers to create more flexible and efficient spaces.**

New Concepts and the Library of the future:

FLEXIBILITY - facility, service, program, technology.

“Library for most people” – increasing patronage from groups that use the library least.

“Third Space” – community living room.

Minimize barriers to access, save time.

“Non-committed” architectural spaces:

- Community hub – living room, gathering space, cultural programs and classes
- “Popup” space
- Space for creation, not just consumption; Maker space, STEAM space
- Creative space making; space that is not fixed

NEXT STEPS:

Feasibility Study

Design Exploration

Design Meetings with Library Staff

Facility Assessment

Priorities and Options

Cost Estimating

NOTE: These minutes will be relied upon as the approved record of matters discussed and conclusions reached during the meeting. If you disagree with the contents, please send the author a letter outlining your disagreement within seven calendar days of the issuance of these minutes.

By: Andrew Sohn - Architect

Date: 16 November 2016

Chinatown Branch Library Charrette

December 1, 2016

Conclusions to next steps:

1. Remodel library with the following requirements
 - a. Lower level entrance at historical location that leads to a grand lobby space.
 - b. The lobby space will have the program room on one side and toilets/service spaces on the other side.
 - c. The program room shall have a flexible layout for community programs and children story time. The walls maybe transparent for visual connection and usage the during regular library hours.
 - d. Upper level entrance to enter into historical reading room
 - e. A second program room for classes, and noise separation.
 - f. Open floor plan for sight-lines and staff monitoring,

Discussion Notes:

Future Space:

- Study rooms
- Meeting rooms
- Access to technology
- Copy and print services
- Visibility/sight lines
- Combined circulation and reference desk
- Eliminate hidden corners
- 3rd space
- Content creation
- Flexibility with furniture
- Inviting spaces
- Children spaces with:
 - Noise control
 - Play area
 - Multi-use
 - Program space
 - Flexible wall systems
 - Low shelving
- Translation services
- Computer labs
- Social spaces

Chinatown Branch Comments:

- Current staff area is not efficient
 - Staff kitchen upstairs and not blocked off, odor issue

- Office area has many corners, too much dead space
- Stacks too tall, affects sight lines
- I-Beam shelving that can't be moved
- Space for classes, flexible large room needed
- A general lack of sitting in all areas
- DVDs and CDs collection is shrinking, future library may reallocate this space
- A more flexible layout desired.
- Original first floor entrance is now a display case
- Children room has no windows and feels cramped
- Air quality is bad in staff area, and most everywhere
- Original ceiling may have been removed
- Shelving should complement original building character
- Roof area is noisy
 - Roof is not frequently used because of access issues and lack of staff supervision
- Multiple spaces dedicated to elevators
- Natural lighting is minimal in the building
- Entrance on children's floor is unimpressive
- The glass doors on first floor has been broken many times
- Chinatown is the densest neighborhood and Chinatown branch is the busiest pedestrian branch.
- Multi-generation rooms would be efficient for the grandparents with their kids.

Needs

- Children area
 - Programs for child and family
 - Program room connection with children area
 - A flexible space to transform according to program
 - Noisy vs Quiet spaces
- Adults
 - Translators
 - Form fillers
 - Computer lab
 - ESL classes
 - Meeting space for group projects
 - Wifi access
- Overall
 - Circulation and reference desks to be more centrally located, they are currently large but inefficient
 - Staff to be able to monitor library from desks.
 - Other patrons may help base on desk and entrance placements
 - Current lights cannot be maintained because they are too high, easy maintenance by regular staff is very important.
 - Institutional furniture that cannot be weaponized.
 - Circulation desk on both floors.

Circulation and Adjacencies

- First Floor Issues
 - Lobby is a dead space
 - Story room is too small
 - No windows at all
 - Single user restrooms are not save for kids
 - Exterior hidden corners attract crime
 - Reference desk too far in the back
 - Not enough sitting, for adults and children
 - Lack of visibility from lobby circulation desk
 - Program room is an odd shape, not flexible
 - Needs movable walls
 - Bin delivery needs direct access to drop location
 - Book return boxes needs to be on both levels
 - Side door is hidden
 - Vandalism at hidden entry
 - Angled space in staff area is wasted
 - Sight lines obstructed by circulation desk
- First Floor Wants
 - Needs a big open room with movable walls to act as a flexible program space
 - Grand entrance
 - Lounge area with more sitting, especially for adults to monitor their kids
 - Loading room for delivery service, circulation carts storage
 - Program room that overlaps with children's story room
 - Program room inviting to the public and visible from the street entrance.
 - Easy oversee flexible spaces
 - Lobby in front of program room to avoid congestion
 - Program room with 100people capacity
 - Play to learn space
 - Defined spaces for different age groups
 - Maybe a teen hang-out space
 - Activate corridor space
- Main Floor Wants
 - Reading, magazines, and lounge area
 - Open floor plan at grand entrance
 - Lounder area in the back for teens
 - Teens like caves, so may be under mezzanine level
 - Second program room for classes, may be flex space for teen use
 - Move reference books to other location since they are more academic books that are not used by neighbors
 - Senior gathering space
 - A staff breakroom, breakroom shall be same level as offices
 - Roof usage is difficult due to staff monitoring and complex circulation to roof
 - Building should have more skylights and restore original windows

Chinatown Branch Library Charrette Notes

- Define spaces by high-tech vs old school
 - Collection vs computers et
- Dedicated quiet area
 - Historical area to be quiet zone to keep original character
- Combine information and circulation area with different height desks for different staff to patron interactions
- Quiet study rooms
- Space dedicated to book stacks
- Mezzanine only in the new portion of building
- Staff space to fit into mezzanine level

Group 1

What are some of the frequently requested programs & services in this branch?

- Immigration Information
- Research on citizenship
- Use of technology/computers – look for jobs/to print forms
- Online literacy skills
- Heavy use of foreign newspapers/heavy demand – tried E-News centers – not very successful (sr. population not comfortable with the technology & immigrants not familiar w/technology) High level of comfort w/print resources.
- Childrens Services
- Laptop Lending
- Still a strong need for desktop computers – Seniors not comfortable w/small keypads & screens

This branch is a strong contender for the mi-fi laptop program – where laptops could be checked out of the library. Chinatown or North Beach.

What other services would you like to offer?

- Cooking Programs
- Citizenship Classes
- Conversational English
- Health related
 - Yoga
 - Tai Chi
 - Movement

Would be great if we could open old main door & offer these classes in the program room; people walking by could see what was going on & be drawn in.

- Small business features would be great: banner printing, faxing, 3-D printing – some type of Tech Hub like they have in Chicago.
- Some type of makers space – people age out of the mix

What are some issues that need to be addressed?

- Lack of sound control in the spaces
- Entry is very confusing – unclear where to go – unwelcoming
- No public stairs inside from lower level to main – either have to use elevator or go outside & up

- Angled program wall is horrible – a glass wall squared out would make the space more useful, cut off sound & make visibility better. This would allow space to become “noisy” space during busy hours.
- Making the program room something that could be used after hours would be great
- Would be nice to have a space for ARDC to come in monthly for citizenship meetings

Priorities?

- We have a huge Chinese collection – would like to have collection space reflect what is actually being used. Perhaps storing less frequently used pieces offsite. Current demand is about 50/50 of Chinese/English. Perhaps historical scholar collection could be kept at the Main.
 - Downsize collection to lower stack height.
 - Open and activate the program room
 - Simplify & Identify better floor through the library
 - Create better sightlines
 - Use of condensed shelving or keeping of collections at 750 Brannon
 - Open things up and make them less dense
-

Group 2

What are some of the most used programs & services in this branch?

- People love our Chinese language collection; newspapers & books. People come from all over the state to access
- People use the library as their living room. It’s a place to gather
- People come to use the internet – print tickets & check email (cable car stop)
- Restrooms are heavily used – not many other options in Chinatown
- Children story time programs very popular

What are some things or services you would like to add to the Library?

- A children’s space that is Multi-use
- A BIG program room that would accommodate summer time camps – we get over a 100 children
- After-hours access to the community room
- Senior Computer Classes
- ESL classes
- Quiet Study areas
- Noisy Teen area
- Stored computer area in the program space
- Better Storage in Program Room
- Rolling tables in Program Room – for more flexibility
- Sound proof rooms

- 2nd Program room upstairs. The ability to have multiple classes running would be great.
- Better Sightlines. Lower Stacks
- Remove the retro-fit and restore character
- HVAC is awful – lots of issues
- More restrooms
- Area for display integrated in to new design
- Direct Access to the roof – maybe an enclosed program area
- More play area for the kids – not much room in Chinatown. A space for caregivers and small children

Other concerns or things you would like to address?

- With regards to historical collection, we should do right by the community and make sure things are being housed properly – climate controlled, etc. Many of these items are the only copies.
- Having the library provide program and community space is more important than book stack



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Meeting Notes

SUBJECT: KICK-OFF Mission Branch Library Feasibility

DATE: 12 April 2017

LOCATION: 30 Van Ness, Fourth Floor

ATTENDEES:

San Francisco Public Library:

Cathy Delneo, Denise Schmidt, Mary Ellen Massa, Roberto Lombardi, Laura Tarango, Carlos Navarro

Public Works:

Andy Sohn, Ruby Yu

CC: Julia Laue, Julia Groat, Greta Jones

DISCUSSION:

A. General discussion:

Recap of November Library Charrette:

- New developments from the Library?
- What are the “must haves”?

Next meeting will be first Design Meeting: Invite - CPP, Maricella, Kristy

B. Library Circulation:

Circulation Work Room can be separate from desk.

Ortega Library has separate circ work room.

Bins – 15 bins per day are processed at Circ Desk:

- 50/50 Reserves vs Branch returns
- Gray bins = Branch returns, Blue bins = Reserves

Holds [Patron Reserves]:

- Take up a lot of space – six shelving sections currently.
- Holds currently at First Floor Lobby only.
- Holds could be located separately in Children’s, Adult Collection (2nd Floor) and at First Floor Lobby.
- Important to allow sufficient space for holds.

Circulation Desk – currently three workstations:

- Number of staff at desk will depend on # of self-check machines

- Locating self-checks in main Reading Room and in Children's Room may ease traffic at Circ Desk.
- Currently three self-check machines in first floor lobby

C. Collection and Reading Room

More weeding of collection is possible.

Library mentioned Collection HQ collection management software.

Shelving & Collection:

- Desire to have more face-out book displays.
- Discussion of out of date "resource branch" concept versus desire for more best-seller, popular, or topical collections.
- Desire to increase Spanish language/ Latin interest collections.

Seating:

- People often stay all day; often no seats available from 3:30P – 6:00P.

Computers:

- There are too many OPAC's. Possibly convert some of them into standard network computers.

Lighting:

- Make sure lighting illuminates bottom of shelf; never enough in stacks.

D. Building

Restore central staircase!

The challenge is to incorporate additional program into constrained site and historic building.

Roberto – It is clear that more square footage is needed or desirable.

Expansion possibility to side patio ("garden") at west.

Add back central staircase and capture space from one of back stairs.

Example: Richmond Branch – "Greenhouse" addition successful from a library perspective but building is always hot.

E. MUST HAVES:

1. Program Room/ Flexible Multi-Use Space

- Should be available after hours.
- Incorporate flexible uses: Community events, Children's Storytime, STEAM, Maker Program, Biblio Bistro, etc.

2. Bath Rooms!

- Too few.
- Difficult to manage locking single user rooms.

- Staff restroom upstairs
- Multi-use restrooms with stalls
- Family Restroom could do double duty as code required Single User Restroom

3. Teen Space

- Does not need to be a separate room but a discrete identifiable space adjacent to teen collection.

4. Ventilation & Fresh Air

5. Offices for Supervisors

- Upstairs Manager's Office is dark and moldy.
- Children's Manager's Office shared and small.
- Possibly create open workstations for Managers but provide a single shared closed Branch Manager's Work Room.
- Closed space required for small meetings.

F. Other project goals:

Custodial Closet all floors. All custodial closets should have sinks.

Staff Break Room:

- Current Staff Break Room has no windows, is too small, dark and grim

Eliminate Hiding Places:

- Too many hidden nooks and crannies. Improve staff site lines to all spaces in buildings.

Elevator:

- In need of replacement but need to confirm condition.

G. Next Steps:

Review old "wish lists"
Evaluate existing building program
Engineering Building Tour
Create Possibilities - "Big Moves"
Establish priorities
Next Meeting – Design Meeting

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By: Andrew Sohn - Architect

Date: 21 April 2017



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Meeting Notes

SUBJECT: Mission Branch Library Feasibility

DATE: 2 May 2017

LOCATION: 30 Van Ness, Fourth Floor

ATTENDEES:

San Francisco Public Library:

Cathy Delneo, Denise Schmidt, Mary Ellen Massa, Roberto Lombardi, Laura Tarango, Carlos Navarro, Maricela Leon-Barrera, Yemila Alvarez, Rebecca Alcala-Veraflor

Public Works:

Andy Sohn, Ruby Yu, Julia Laue, Julia Groat, Rommel Taylor

CC:

PRESENTATION:

Public Works presented multiple First Floor layout options (see attached sketches):

- A – Minimal renovation to Lobby and Circulation areas only, stairs and elevator remain.
- B – Entry from 24th Street, return historic stair, Children’s Room moves to east side.
- C – Entry from 24th Street, return historic stair, Children’s remains on west side.
- D – Stair variation [rotated 90 degrees from historic orientation]
- E – Entry from 24th Street, return historic stair, Large Program/Flex Space at east side.
- F – Revisions to Service “Bar” at rear of building
- G – Moving elevator to center of building

DISCUSSION:

A. General discussion:

1. Mission hours are 55 hours per week, the second most open
2. Furniture on upper floor is too heavy and not easily moved for programs.
3. Custodial closet on each floor
4. MUST HAVE - Address the flooding at west door. Possibly raise floor 2 inches.
5. Concept – Greater transparency/glass walls for sight lines on the lower level

B. Circulation Services:

1. Explore possibility of co-locating Circulation Desk on the 2nd floor with Reference.
2. Rethink work flow of recent returns and consider a public re-shelving area.
3. What is the appropriate size of Circulation work space required? Look for ways to optimize.

4. How much circ work can be performed on desk or out in the open rather than in separate closed door rooms?
5. Bin drop space needed at first floor (average 15 bins going out at night).

C. Staff Service Points

1. Consolidate/reduce number of service points.
 - a. Currently three: Circulation Desk, Children's Desk, Reference Desk; reduce number to two?
 - b. Potentially consolidate main floor Reference and Circulation
 - c. Potentially combine the ground floor Circulation Desk with the Children's Desk. Access from both sides to monitor both main entrance and Children's area.
2. If teens are in a separate room, that room needs to be staffed.
3. Explore the idea of "layering"/shared security function between the staff. Multiple eyes on entry points and spaces. In general, wherever the public is, there should be staff eyes on the room.

D. Collection, Reading Room and Computing Stations:

Bookstacks - Second Floor:

1. Historic wooden shelving is at the perimeter. Current book stacks were added in the 1999 renovation.
2. Current book stacks are (7) seven shelves per section and dominate the Reading Room visually.
3. Only shelved on six shelves.
4. Replace main stacks with shorter/ lower shelving.
5. Consider moveable shelving units.

Seating:

1. Provide lounge or casual seating. There is none in the library.
2. Create seating "pockets" for comfortable seating.

Computing Stations & Catalogs:

1. Reduce number of desktop computers and increase number of checkout laptops.
2. Reduce number of OPAC's (computer catalogs). There are (5) five computer catalogs and they are at tables (not stand up or dispersed in library). Reduce number of catalogs and locate in more beneficial locations.

E. Flexible Program Space:

1. Program/flex space needs:
 - a. To be able to set up as a class room
 1. 5-6 tables
 2. 50-60 chairs
 - b. A/V equip on a cart (secured)

- c. Projection Screen (no fixed projector)
 - d. Storage
 - e. After-hours access and convenient access from the street
 - f. Ability to be secured from the rest of the library
 - g. Have access to restrooms
2. Provide space for performance - tiered seating beneficial.
 3. Storage space:
 - a. Furniture – tables and chairs
 - b. AV closet/equipment; technology equipment
 - c. Stepped seating could possibly include storage
 4. Good – Kitchen/Support space next to program room.
 5. Activate the space visually with AV technology, etc.

F. Children’s Room:

1. Staff open to the idea of reconfiguring the Children’s Room.
2. Provide “play to learn” area.
3. Children’s room is most used from 6 - 8PM.
4. Having the children’s room double as a flex/meeting space does not work well.
5. Preferred location is on west side of building (current location).

G. Restrooms:

1. Where possible provide sight line to restrooms. Eyes on restroom is preferred but should not be a driver of overall plan - more discussion required.
2. Multi-user restrooms preferable to single user for safety and oversight.
3. Restrooms required:
 - a. Adjacent to Program Room for evening functions.
 - b. Separate Staff Restroom.
 - c. Public single user per recent City ordinance.

H. Conclusion:

General consensus preferring Option E plan:

- Explore the “pop out” addition on the Orange Alley side of building.
- Liked Program/ Flex Space on the Bartlett side of building.
- Explore inclusion of a combined Pantry/Staff Lounge.
- Explore how to open up the ground floor.
- Likes the relocation of main entry to 24th street.
- Likes idea of reintroducing stair.

I. Next Steps:

1. Quantify existing program for comparison to new layouts
2. Collaboration with engineers
3. Updated plan concepts

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By: Andrew Sohn - Architect

Date: 12 May 2017



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Meeting Notes

SUBJECT: Mission Branch Library Feasibility

DATE: 23 May 2017

LOCATION: 30 Van Ness, Fourth Floor

ATTENDEES:

San Francisco Public Library:

Cathy Delneo, Denise Schmidt, Mary Ellen Massa, Roberto Lombardi, Laura Tarango, Carlos Navarro, Maricela Leon-Barrera, Yemila Alvarez, Rebecca Alcala-Veraflor

Public Works:

Andy Sohn, Ruby Yu, Julia Groat, Rommel Taylor

CC: Julia Laue, Michael Lambert

PRESENTATION:

Public Works presented multiple First Floor layout options (see attached sketches):

A – Entry at 24th Street, return historic stair, Program/Flex Space at east side.

B – Entry at 24th Street, new central stair (not historic orientation), Program/Flex Space at east side.

C – Entry at 24th Street, stair remains as current, Children’s remains on west side.

DISCUSSION:

A. Design discussion:

Scheme A (preferred concept)

Likes teen area in the corner

Likes central stair, clear entry to second floor.

Prefer having a “face/person” at top of stairs to greet patrons (either directly at the top or very nearby).

Prefer having a lounge area near windows (many elderly request having seats near natural light).

Scheme B

Does not like the “spiral” stair configuration, location or size.

Likes the circulation staff and librarian combined and centralized.

Does not like the limitation of fixed seating in the Flex Room

Scheme C

Does not like main stair at back of building

Unclear path to second floor

Likes the potential of the split level area in the Flex Room

Likes the circulation staff and librarian combined and centralized.

B. The Library of the Future

1. Imagine the uses of this building in 10-20 years. The last remodel was 2 decades ago and the next after this project will likely be as far out.
2. Flexibility!
3. Transparency
4. Reduced stacks
5. Intimate and public experiences, Loud and quiet experiences
6. Accommodate a variety of ways to inhabit the spaces
7. Explore possibility of developing “statement of principles” for branch libraries

C. Circulation Services:

1. The possibility of additional automated sorting at the Main Library may mean branches may receive pre-sorted bins (re-shelves and reserves in separate bins).
2. Reduction of space existing circulation staff work are can be explored

D. Staff Service Points

1. Consolidated Service Points preferred. Allows for efficient sharing of duties (I.E. circulation staff paired with librarian).
2. Consolidation of Staff Work Areas highly desirable.

E. Collection, Reading Room and Computing Stations:

1. Furniture
 - a. Explore providing more lounge type, multifunctional and highly mobile furniture
 - b. Some branches have more patrons than available seats
 - c. Explore replacing large multi-person/traditional library tables with work/seating that is more compact that seats fewer and maintains comfortable personal space.
 - d. collapsible/retractable seating and tables
 - e. Explore mobile book shelving
 - f. No tall shelves
2. Computers
 - a. Decrease the area dedicated to desktop computers
 - b. Increase laptop check out program
 - c. Provide improved seating area conducive to laptop use
 - d. Provide more outlets for mobile digital devices
3. Study Rooms:
 - a. This branch gets numerous request for quiet study areas

- b. Explore possibility of “flex” type space on second floor that can be reserved for quiet study area, staff meetings, etc.
- c. Explore possibility of locating a Quiet Room adjacent to the ground floor Flex Room.

F. Flexible Program Space:

1. High level of flexibility to use for a variety of functions including (but not limited to):
 - a. Community meetings
 - b. Story time (max 50 people per session) (multiple sessions are a possibility)
 - c. Overflow general reading area
 - d. Art exhibits
 - e. Cooking classes
 - f. Classes in general
 - g. Presentations
 - h. Library functions
 - i. Laptop kiosks
 - j. Quiet reading space
2. Space can be programmed for different functions throughout the day
3. Minimal to zero fixed seating

G. Children’s Room:

1. Current work room occupied by 2.5 FTEs
2. Staff Office currently used for dog story time (needs private/quiet area or room)
3. Work room also used for storage (need addition dedicated storage)
4. Provide dedicated stroller parking area
5. Provide more defined “Play to Learn” area

H. Restrooms:

1. Provide separate staff restroom in addition to the code required all gender restroom.
2. Multi-occupant men’s and women’s restroom very desirable

I. General Discussion:

1. Windows:
 - a. Can the glass in the arched windows be upgraded with energy efficient glass?
 - b. Can shading devices be added to the large arched windows?
 - c. Will the entire building have A/C or will the remodel generally improve air circulation?
2. Does the open stair contribute to air flow?
3. Carnegie Libraries
 - a. The Carnegie branch libraries often visited by architecture history buffs wanting to see original features.
 - b. Are all the book cases along the perimeter wall original?
4. Provide kitchen for staff use, public cooking classes.

J. Library Preferences:

1. Location of Flex Room on eastern wing of building (@ Bartlett St.)
2. Relocation main entry back to historic location @24th St.)
3. Reintroducing linear central stair in historic location
 - a. Honors the history of the architecture and the heritage of the Mission neighborhood

K. Next Steps:

1. Quantify existing program for comparison to new layouts
2. Collaboration with engineers
3. Design concepts for an addition

NOTE: These minutes will be relied upon as the approved record of matters discussed and conclusions reached during the meeting. If you disagree with the contents, please send the author a letter outlining your disagreement within seven calendar days of the issuance of these minutes.

By: Andrew Sohn - Architect

Date: 8 June 2017



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MEETING AGENDA

SUBJECT: Ocean View Branch Library
DATE: 11 July 2017
TIME: 3:00P – 4:30P
LOCATION: 30 Van Ness, 4th Floor

ATTENDEES:

San Francisco Public Library:

Cathy Delneo, Denise Schmidt, Lise Braden, Roberto Lombardi, Ruben Juarez, SuenYing Ng

Public Works:

Andy Sohn, Ruby Yu, Rommel Taylor, Yumeng Wang

Public Works discussed must-haves, wants, and present issues with the Library, and presented an initial design sketch.

DISCUSSION:

A. What are the Must-Haves?

1. Distinct staff work space and staff break space.
2. Street presence. Curb appeal.
3. Natural light / visibility into space.
4. Differentiate between circulation staff and librarian staff terminals.
5. Program/Flex Room accessible after hours.
6. More outlets for program room. (Child Proof?)

B. Program Room

1. Envision program room as nice, warm, comfortable lounge space.
2. On the first floor.
3. With connection to the street (visibility, possible circulation).
4. Concern about how to monitor program room if moved to first floor – would spread staff out between two floors.
5. Restrooms would need to be moved with Program Room to downstairs.
6. Want built-in storage.
7. Want sink, but maybe not full kitchen. Kitchen comes in “kit” from a box – burners, etc, possibly travelling between libraries.
8. Chair with school desk arm?
9. Sliding glass doors to divide program room from rest of the library?
10. Want multi-media capability; want ability to darken space.

C. Restrooms

1. Can we increase the number of restrooms?

2. Anticipate increasing use of library; increased use of restrooms to match.

D. Who Currently Uses the Library?

1. Large Asian population, mostly families, but also all ages. More than 50% of patrons.
2. African American seniors.
3. Asian seniors – constant use throughout the day.

E. Who does the Library want to Reach Out to?

1. Continue to reach out to Asian population.
2. College population underserved – SF State / City College. No place for them to study or congregate in groups.
3. Teens. “They just don’t come!”

F. Current Programming in the Program Room

1. Community events.
2. Library programming.
3. Group study “loud” space for groups when requested.
4. Quiet space for individual patrons when requested.
5. Staff lunch.

G. Wasted Space

1. Computer desktops counter (first floor) is too big.
2. Computer lab counters too big.
3. Computer lab storage is underutilized.
4. Custodial is too big.

H. Staff Space

1. Want two different, distinct spaces – one for break/lunch, one for work.
2. Surrounding community is food desert for staff – no other food options, also no other spaces to eat lunch. The break room is it.
3. Break room needs to hold at least two people at once.
4. Typically 3 people at the downstairs desk.
5. Proposed staff distribution: two upstairs, one downstairs.

I. Façade & Exterior

1. Ramsell Street façade is plain.
2. Could the arch doors be opened?
3. Street trees must be cared for.
4. Make sure street trees don’t obstruct view into interior.
5. Possibility and support of removing the tile panel on the exterior for increased visibility of program room.

J. Community Engagement

1. Community photographs in the library are very popular.
2. Incorporate community artwork in a movable way (bookshelf end panels?)

K. Other

1. Could be basement be finished, used for processing?

2. Make workstations adjustable for patrons and staff.
3. Storytime has around 45 attendees.

L. Children's Room

1. Children downstairs, closed in, would be tight and loud.
2. Would also increase need for staff downstairs.
3. Could the children's collection be moved upstairs?
4. If Children's moved upstairs, circulation of strollers and children up and down may be problematic.
5. Want to keep all collections together.
6. Want something fun and engaging for kids. Example of tree house in Black Bird Book Store.

M. Discussion of Retail-Style Libraries and Bookstores

1. Example: Idea Store. Ikea as inspiration. Community services (passports, etc) as well as books.
2. Example: Black Bird Book Store, in SF. Small, curated collection, rather than extensive one.

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By: AMS Date: 7/14/2017



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Mayor

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MEETING NOTES

SUBJECT: Ocean View Branch Library
DATE: 25 July 2017
TIME: 3:30P – 5:30P
LOCATION: 30 Van Ness, 4th Floor

ATTENDEES:

San Francisco Public Library:

Cathy Delneo, Denise Schmidt, Lise Braden, Roberto Lombardi, Ruben Juarez, SuenYing Ng

Public Works:

Andy Sohn, Ruby Yu, Rommel Taylor, Yumeng Wang

Public Works presented two new design schemes, and a few design considerations for the exterior. Public Works and Library discussed presented schemes.

DESIGN SCHEMES:

A: Current building, with new Program Room on the first floor with connection to the street, larger staff space, and all collections on the second floor.

B: Current building, with major existing components still in place, more open floor plan, collections mainly on first floor, program and staff on second floor.

DISCUSSION:

A. Staff Space

1. Repeated desire for distinct staff work and break space.
2. Possibility of divider/architectural element can be developed further.
3. "Private" staff space may be scheduled shared staff space.
4. Emphasized need for greater space behind staff desk to allow other staff to pass through behind, with cart.

B. Program Room

1. Repeated desire for storage space in program room.
2. Idea of sliding wall element that hides space / objects when not in use (e.g. collections hidden during programmed event, A/V equipment, etc).
3. Repeated concern about staff oversight of program room.
4. Idea of staff in program room on a mobile cart, or living room furniture – staff presence without something necessarily built in.

C. Third Floor

1. Discussed possibility of third floor, either above or below existing floors.

2. Very costly; would be better to spend effort on new building at that point.

D. Exterior

1. Current signage too high to read from street level, or train level.
2. Do not attach plants to building – will pull out the plaster.
3. Want projecting element to announce library's presence (e.g. blade sign).
4. Idea of all glass first floor.

E. Elevator

1. Would like to understand current condition of elevator, whether it needs maintenance/upgrades.

F. Collections

1. Collections in library is small. Very limited.
2. Dual language is important to user base.
3. Larger collections for children is important.

G. Building is Small

1. The building is very small. Need to keep in mind as we progress forward.
2. Show humans to scale in plans, to convey limitations of space.
3. Though schemes improve conditions, existing building imposes limitations because of size.
4. Scheme A seems like a lot of work for limited returns, because of size.

H. Other Buildings / Sites

1. Expressed interest in site adjacent to Minnie & Lovie Ward Recreation Center.
2. Expressed interest in exploring the option to purchase the site next to the library for potential expansion
3. Research SFMTA transit development plans for Ocean View neighborhood, specifically any modifications to the route for the M Line on Randolph Street.
4. Option of demolishing existing building and constructing a new library on existing site raised.

I. Conclusion

1. Scheme A makes one big move – creating a program room on the first floor.
2. Scheme B makes plays it safe and tweaks existing building for more open space.
3. Current building ultimately imposes limitations to amount of impact either renovation will have.

NOTE: These minutes will be relied upon as the approved record of matters discussed and conclusions reached during the meeting. If you disagree with the contents, please send the author a letter outlining your disagreement within seven calendar days of the issuance of these minutes.

By: AMS Date: 7/26/2017



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MEETING NOTES

SUBJECT: Chinatown Branch Library – Meeting No. 1

DATE: 23 August 2017

TIME: 10:00A – 12:00P

LOCATION: 30 Van Ness, 4th Floor

ATTENDEES:

San Francisco Public Library:

Cathy Delneo, Denise Schmidt, Roberto Lombardi, Rebecca Alcala-Veraflor, Michael Lambert, Lorna Chee, Aileen Kuo, Terri Carlson, Katrin Reimuller

Public Works:

Andy Sohn, Ruby Yu, Julia Groat, Rommel Taylor, Yumeng Wang

INTRODUCTION:

Project goal to go to the Library commission in September

Most complex design response of the three branches

Branch renovation was completed in 1996

Highest usage of all branches

A. Goals / Vision

1. How do we design a building now that will still be relevant in twenty years?
2. Make the branch relevant for a time 20 years in the future.
 - a. Current circulation is dropping approximately 5% per year.

Physical use of collections will be half of current use.

- b. Example is Glendale in Southern California which embodies open space and flexibility of open space.

- c. Vision to challenge the current collection size.

3. People come for the library experience.
4. Chinatown branch is much loved and used by its community – vibrant, lively – highest visitor count.
5. Reduce fixed computers.
6. Flexibility for future use of space.
7. Restore elegance of historical library.
8. Optimize the space so that it can accommodate more people comfortably.

DESIGN OPTIONS (“Bubble diagrams”):

Option A - “Light Touch”

- Restore historic access/entry
- Flexibility through movable walls
- Keep current elevator configuration
- Questions:
 - Can Story Time be mixed with the program room

Option B - “Mix and Match”

- Staff workroom space is needed
- Staff

Option C – “The Tesla”

- Entrances are equally used
- If Teen is located on the lower levels, clear separation is needed
 - Sight lines are required
- Children's area needs a “quiet” zone and

Owner design “Likes”:

1. Single, new elevator
2. Restore historic Carnegie Reading Room
3. Stair that is visible and passages that are easy to understand
4. Teen area located near the Children's area - possibility
5. Roof to be occupied, HVAC consolidated

PROGRAM AREAS:

B. Children’s – comments/ ideas

1. Is there need for separate story time if program room is very large and dividable?
2. Use current Storytime Room as play nook.
3. Desire for distinct space that is quieter and more separate, but still connected (special needs, small group reading, etc).

C. Teen

1. Teen and children can be on the same floor if clearly separated
2. Have staff available to both; staff serves ages 0-18 and is easier to have both teen and children on same floor

3. Teen can have mentoring/volunteering/etc opportunities with children
4. Teen can pop in and check on children's if adjacent
5. Teen area is loud and social
6. Some teens self-select for quieter, "adult" space

D. Staff

1. Need staff near front of spaces.
2. One combined service point,
3. Idea of centrally located service pod, with multiple points/directions of interaction, rather than monolithic counter with binary division
4. Idea of modular, movable staff units
5. Plus additional staff work space ("work room") and roving staff.
6. If necessary, skew towards better service / convenience for patrons, rather than convenience for staff
7. Okay to disconnect work desk/circ desk from work room
8. Historically, lack of trust towards patrons. Now, shift towards customer service model.
9. Rethinking / re-envisioning – what is reference?
10. Current combined desk in Children's works well.

E. Restrooms

1. Preference for multi-user restrooms.
2. Need for restrooms on both ground and main floors.

F. Miscellaneous

1. Where is the book drop?
2. Bins transit occurs in ground floor.
3. Want more merchandising of books / books on display / retail-bookstore atmosphere.
4. Want a space for seniors.

G. New and Old Portions

1. Strongly want to restore old historic portion of building.
2. Quieter historic, louder new; or vice versa.
3. Idea of program front and center in main reading area (new portion of building), while historic remains quieter more traditional reading

H. Vertical Circulation

1. 50/50 split between using external grand stairs, and entering on ground floor to use elevator, to reach main floor.
2. Want visible connecting stair between ground and main floors.
3. Want only one elevator in the newer portion of the building.

I. Mezzanine

1. Option: Mezzanine as staff only?
2. Option: Mezzanine as public, but combined with staff area? Gives staff to go up there (e.g. staff break room).
3. Mezzanine as senior lounge? Is this quiet or loud?

J. Roof

1. Currently an underutilized missed opportunity.
2. Can be used for special programs and events.
3. Possible great view for lectures.
4. Options for monitoring – staff, volunteers, camera + buzzer
5. Need built in storage (cooking classes, computers)
6. Move HVAC to allow views and improve space
7. Possible space for senior lounge
8. Shade is important.
9. Lots of green – roof as luscious respite – but would need built in irrigation.
10. Planting:
 - a. Community planted area?
 - b. Utilize water conservative planting, natives.
11. Non-climbable – safety for kids.
12. If mezzanine is regularly used by staff the roof is less out of the way to monitor.

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By: AMS Date: 9/29/2017

Landmark Nomination
Carnegie Branch Libraries
of San Francisco



January, 2001

ORIGINS OF THE SEVEN SAN FRANCISCO
CARNEGIE BRANCH LIBRARIES
1901-1921

CARNEGIE LIBRARY GRANT PROGRAM

Beginning in 1886, Andrew Carnegie, then one of the wealthiest industrialists in America, commenced what he later referred to as his “retail period” of library philanthropy. Carnegie had earlier advocated the disposal of surplus wealth to further social goals during the lifetime of the donor, a philosophy he committed to publication in 1889.¹ Although he financed a variety of public facilities, including schools, swimming pools, and New York’s Carnegie Hall, Carnegie favored libraries because they encouraged the active participation of the “deserving poor” for self improvement, a process with which he strongly identified due to his own early circumstances.

At first, he operated well within an established tradition of paternalistic library donorship, in which wealthy benefactors, typically on their own initiative, constructed monumental buildings in locales where they themselves either lived, did business, or were otherwise associated. Nominally dedicated to public use, these institutions were usually closely controlled by trustees drawn from the social elite and beholden to the donor. In practice, access to them was often limited. Operating expenses were met by private endowments, supplemented occasionally with public monies. However, continuity of funding was usually uncertain.²

Carnegie first donated library buildings in his Scottish birthplace, Dunfermline, followed by several Pennsylvania towns where his steel mill operations were concentrated. In Homestead, the last of these mill towns, he encountered, for the first time, public opposition to acceptance of his largesse. This resistance, strongest among union workers, stemmed from the virulent political conflict of the day between capital and labor in general, and particularly from the legacy of a bitter, violent strike and lockout that had occurred at the Carnegie Homestead Mill in 1892. During four months of conflict, armed company guards had killed several striking workers, and the Pennsylvania National Guard had been called out to protect strikebreakers. For years after this, organized labor fiercely resisted the use of Carnegie’s “tainted money” — even for public benefit.³

Stung by the growing resistance to his benevolence, Carnegie reorganized his approach to philanthropy. In 1898, he announced that he would no longer initiate library grants himself, but instead would entertain funding requests from interested

¹ Andrew Carnegie, “Wealth” (1889), quoted in Kortum, Lucy Deam. “Carnegie Library Development in California and the Architecture It Produced, 1899-1921”. M.A. Thesis, Sonoma State University, 1990, p27

² For a discussion of 19th century library philanthropy prior to Carnegie, see : Van Slyck, Abigail A. *Free to All, Carnegie Libraries and American Culture: 1890-1920*, The University of Chicago Press, Chicago, IL, 1995, Chapter One

³ Kortum, Lucy Deam. “Carnegie Library Development in California and the Architecture It Produced, 1899-1921”. M.A. Thesis, Sonoma State University, 1990, p28, also Van Slyck, 19, 102

municipalities, thus shifting the initiative for the creation of a library to the community itself. In addition, he began to require successful applicants to supply the building site, and commit to levying a tax of at least 10% of the grant amount *per annum*, specifically allocated to the continued operation of the new library. This new system had the effect of displacing political controversy away from Carnegie himself by requiring the basic commitment, and the necessary political decisions, to be resolved at the local level prior to his involvement.

At the same time, the new Carnegie system strengthened the role of elected officials and the public *vis a vis* unelected boards of trustees. Since, at the very least, a municipality was required to institute a tax for library support, trustees—generally drawn from the social and cultural elite—were forced to negotiate with elected officials in order to receive Carnegie money.⁴ In large cities, these officials were often members of recent immigrant groups who had not previously had any influence in cultural matters.

With the advent of this new system, Carnegie entered his “wholesale” period of giving. Beginning with 26 libraries funded in 1898, he went on to build an average of more than sixty per year until the program effectively ended in 1917. The peak years of activity were 1901-1903, when the now-retired Carnegie financed nearly 500 libraries. In all, he was responsible for the construction of 1,681 libraries in the United States, as well as 828 others worldwide.⁵

Carnegie’s private secretary, James Bertram, conducted most of the day-to-day business of evaluating requests and administering grants. Although there were no rigid requirements governing the architecture of a Carnegie library, Bertram, with the support of his employer, eventually came to exercise greater and greater influence over design, in the avowed interests of cost control and the avoidance of wasted space. By 1907, Bertram began to require that building plans be submitted for prior approval. He often demanded changes in order to avoid what he saw as wasted space or money. In 1911, he codified his views on library design in a pamphlet titled “*Notes on the Erection of Library Buildings.*”⁶ In the same year, the newly created Carnegie Corporation of New York took over administration of the library program, with Bertram remaining the principal administrator.⁷

EVOLVING ARCHITECTURE OF BRANCH LIBRARIES

The earliest buildings designed as libraries in this country were typically monumental structures, often in the Richardsonian Romanesque style, usually located in the business or governmental center of a municipality. Their asymmetrical plans and high ceilinged spaces were ill suited to library use, but reflected a hierarchical social order in

⁴ Van Slyck, Abigail A. *Free to All, Carnegie Libraries and American Culture: 1890-1920*, The University of Chicago Press, Chicago, IL, 1995, 65

⁵ Carnegie Corporation of New York, website, “Andrew Carnegie’s Legacy”

⁶ Reproduced in appendix to this report, pages 31-35

⁷ Kortum, 30

which trustees were accorded spacious, elegant private rooms; books were guarded from unsupervised public contact; and the public reading space was often dominated by a large portrait of the benefactor or founder. These buildings frequently housed non-library cultural facilities as well, such as art and natural history collections, concert rooms, or theaters.⁸

Carnegie's early libraries were constructed in this mode, one even containing a gymnasium and swimming pool. However, as he entered his "wholesale period" Carnegie came to adopt the views of professional librarians, which emphasized more practical aspects of design, e.g. efficient handling of books, even heating of spaces, adequate storage and work space, etc. At the same time he espoused the theories of social Progressives concerned with the growing masses of foreign immigrants in American cities. Progressive theories saw libraries as sites for acculturation and education of both immigrants and native born members of the lower social classes. For those purposes, Progressives called for libraries located convenient to immigrant and working class neighborhoods, featuring open stacks, good lighting and ventilation, and an official attitude both welcoming and, at the same time, ordering.⁹

However, most early branch libraries were actually housed in rented or donated spaces—commercial storefronts, offices, or unneeded storage areas—spaces that generally lacked the qualities sought by Progressives. With his extensive program of grants, Andrew Carnegie ultimately came to be the single most influential force giving shape to the new branch library, a building type that had not previously existed. He increasingly favored the construction of branches over central libraries—after 1905 he refused to fund central libraries at all — and the branch buildings he financed were expected to conform to social-progressive concepts.

These views, ultimately codified by Bertram in *Notes on the Erection of Library Buildings*,¹⁰ called for a symmetrical rectangular plan, a single story with basement, and windows six feet above the floor to allow continuous open shelves beneath them. On the main floor were to be a large reading room, entered through a small vestibule, and the librarian's service desk. The library collection was to be housed in open shelves lining the walls beneath the windows, and in low freestanding shelves which could be used as room dividers without restricting the librarian's ability to oversee the entire space from the service desk.¹¹ The basement was to contain a public lecture room, toilets, and service spaces. Eventually, Carnegie also came to require a separate children's reading room, again in accordance with Progressive social theory.

⁸ Van Slyck, 4

⁹ *ibid*, 65

¹⁰ Here and elsewhere, the bothersome simplified spelling used by both Carnegie and Bertram has been modified to standard usage, hence 'building' rather than 'bilding' and 'are' not 'ar.'

¹¹ Although the librarian's desk location is not specified by *Notes*, it is centrally located in the San Francisco Carnegie branches, perhaps because staffing levels were typically lower here than in other parts of the country. In the Carnegie designs, a decline in levels of comfort for staff work space coincides with a redefinition of the librarian's profession from male to female work. See Van Slyck, Chapter 5

No such detailed guidelines governed the exterior design. Instead, *Notes on the Erection of Library Buildings*, states:

“It will be noted that no elevations are given or suggestions made about the exteriors. These are features in which the community and architect may express their individuality, keeping to a plain, dignified structure and not aiming at such exterior effects as may make impossible an effective and economical layout of the interior.”

The interpretation of these guidelines would lead repeatedly to disagreement between Bertram and local authorities, who were frequently more interested in the exterior appearance than the interior functionality. It would also involve Bertram and Carnegie in conflict between librarians and architects, two groups then engaged in professionalizing their respective fields. Bertram, speaking for Carnegie in these situations, declared a clear bias for the needs of librarians. However, he was also deferential to the generally greater social standing of local elites and their architects.¹²

Most Carnegie libraries utilized Beaux-Arts historic revival styles. The “Carnegie Classical” style, a somewhat stripped down version of Classical Revival, evolved especially to enable the use of a classical vocabulary within a usually limited budget. These styles were thought to impart an appropriate dignity to the building, to make it immediately recognizable as an important civic structure. They generally feature a three part vertical composition, with base, body, and capital clearly delineated by cornices or string courses. The entrance, usually elaborated with columns, pediments, and ornate surrounds, is located in the center of the main facade. Windows and doors are deeply inset. Masonry construction is favored, using the best materials affordable in the budget.¹³

INSTITUTIONAL ORIGINS OF PUBLIC LIBRARIES IN SAN FRANCISCO

The earliest libraries in San Francisco derived institutionally from American models that had existed since colonial times in the eastern states. These were usually organized around a collection of books made available by an individual or family, and were described as “social”, “membership”, or “subscription” libraries, the distinctions resting on how significant a fee was charged for use.¹⁴ Membership was typically limited along social or professional lines. Early examples of the type in San Francisco include the 1851 Mercantile Association, the 1855 Mechanics Institute, and the 1853 Athenaeum, organized for African Americans.

Public financial support and broad general access to libraries in this country was first instituted in mid-nineteenth century New England. The earliest authorizing legislation

¹² In the case of San Francisco, many of Bertram’s decisions were influenced by the personal intervention of former mayor James D. Phelan or G. Albert Lansburgh, architect of four branches.

¹³ Jones, Theodore. *Carnegie Libraries Across America, a Public Legacy*. Washington, D.C. Preservation Press; New York: John Wiley, 1997.

¹⁴ Kortum, 3

was passed by Massachusetts in 1851, with the 1854 Boston Public Library becoming the first tax supported institution open to all.¹⁵ These early public libraries were commonly created with the donated collection of a social or subscription library. In California, the Rogers Act of 1878 authorized municipalities to levy taxes for the support of libraries, and to accept contributions of books. However, the legislation specifically barred San Francisco from accepting donated collections.¹⁶

The Rogers Act also spoke to a recurring question in the evolution of the American public library system, that is the nature of the governing bodies. Social and subscription libraries were usually controlled by self-perpetuating boards of trustees, often dominated by the founding family. As government funding became available, these elite bodies typically acted to preserve their authority over the newly public institutions, which they continued to see as preserves of high culture. However, especially in large cities, the advent of tax support gave rise to demands for more democratically selected governing bodies. The Rogers Act undertook to preserve libraries as elite cultural bastions by requiring tax-funded California libraries to be administered by self-perpetuating boards of trustees—purportedly to remove them from politics. But the new libraries were, by their nature, political creations, and were to remain contentious in many localities, certainly including San Francisco.¹⁷

In large cities, this basic political tension often translated also into a question of priority between a central library—usually favored by entrenched elites—or branch libraries—seen as a more accessible and democratic distribution plan by both Progressives and ward-based political leaders. Librarians, then just emerging as a professionalized group, tended to favor systems of branches. In most cases, early public libraries, both central and branches, were housed in makeshift quarters, either rented or made available in existing public buildings.

POLITICS OF THE SAN FRANCISCO CARNEGIE GRANT

In 1901, Mayor James D. Phelan secured a commitment from Andrew Carnegie for a grant of \$750,000 to be used for the construction of a central main library and an unspecified number of branches. In a rare personal letter, Carnegie stipulated that “About half (not more, I think less) of this sum should be expended on the central library and the remainder on branch libraries.”¹⁸ The grant also included the standard Carnegie stipulations that the city furnish building sites and commit \$75,000 per year for maintenance and operations.

Carnegie’s grant offer was immediately caught up in what was the beginning of a

¹⁵ *ibid* 6

¹⁶ *ibid* 22

¹⁷ Van Slyck, 65

¹⁸ Carnegie letter to Phelan, 20th June 1901, (reproduced p 36 of this report) All correspondence citations are from the Carnegie Corporation of New York Archives, Rare Book and Manuscript Library, Columbia University, unless otherwise noted.

decade of tumultuous political conflict in San Francisco.¹⁹ As a result, its implementation was to be delayed for eleven years. Organized labor opposed acceptance of the money on grounds that had been voiced elsewhere across the country—that it was unseemly to put the city in the debt of a man such as Carnegie, who had acquired his fortune through the ruthless exploitation of working people, and had used lethal force against them when they struck for improved work conditions. Phelan and his supporters, on the other hand, stalled any action on the Carnegie branch libraries, and instead focused entirely on their cherished main library, eventually even attempting to usurp the funds set aside for branches.

The whole library question was further complicated by near simultaneous local events. In the summer of 1901, as Andrew Carnegie was making his initial offer, Mayor Phelan, who had until then enjoyed some support from working class neighborhoods, interjected the police force into a strike by teamsters and waterfront workers. Police dispersed picket lines with billy clubs, hounded strikers off the streets, and rode as guards on non-union wagons, thus helping to break the strike.²⁰ Phelan, quoted as warning strikers “If you don’t want to be clubbed...go back to work,” now came to be seen as anti-labor, a local version of Carnegie himself—which further stiffened opposition to accepting the grant.

That November, largely as a result of Phelan’s anti-labor image, Eugene Schmitz, president of the Musicians Union and candidate of the newly formed Union Labor Party, was elected mayor. The Phelan Democrats, who retained control of the Board of Supervisors, were reluctant to cooperate with Schmitz. They did, however, formally accept the Carnegie grant, enact a charter amendment to increase the annual minimum library budget to \$75,000, in accordance with Carnegie’s requirements—and sponsor a \$1.6 million bond issue to cover land acquisition and supplemental construction costs for a new main library. The bond issue contained no supplemental funding for branch libraries.²¹

This political standoff continued until 1912. During that time nothing was done to move forward the Carnegie branch libraries, despite all necessary conditions apparently having been met. When the Main Library bond issue failed to sell—due partially to a low interest rate, but probably also to a nationwide boycott of San Francisco bonds issued under the Union Labor regime²²—Phelan personally intervened with local bankers to arrange their sale. Enough bond revenue was obtained to finance the acquisition of land for the new main library. However, the remaining bonds rapidly became even less saleable with a rise in the market rate.

¹⁹ For a discussion of the conflict, see especially—Kahn, Judd. *Imperial San Francisco; Politics and Planning in an American City, 1897-1906*. Lincoln, NB, University of Nebraska Press. 1979 and Issel, William and Robert W. Cherny. *San Francisco 1865-1932; Politics, Power, and Urban Development*. Berkeley, Los Angeles, London, University of California Press. 1986

²⁰ Kazin, Michael. *Barons of Labor*. University of Illinois Press. Urbana and Chicago. 1987 p54

²¹ *San Francisco Municipal Reports 1901*

²² Kahn, p46-47

During this period, five purpose-built branch libraries were erected, none of them utilizing the Carnegie money. Two were donated to the city, one South of Market by Phelan,²³ the other in Eureka Valley by businessman Andrew J. McCreery.²⁴ Both were built on city owned land. Two more, one in the Mission and one in North Beach were privately constructed as libraries, and leased back from the private owners. The fifth, the Park Branch, was built on Page Street, near Cole. Building and land costs for the latter were met by city funds, with no Carnegie money involved.²⁵

Despite the Union Labor government's removal from office in 1907,²⁶ relations between the Library Trustees and the Board of Supervisors continued to be antagonistic. Although he was a long time Library Trustee, Dr. Edward R. Taylor, installed as interim mayor to replace Schmitz, was personally opposed to accepting the Carnegie funds. His opposition, plus a dispute over the location of a new main library, meant continued inaction on the Carnegie branches. In 1910, Taylor was succeeded as mayor by the new Union Labor candidate, Patrick H. McCarthy, President of the Building Trades Council. Under McCarthy, relations between Trustees and Supervisors deteriorated even further.

Shortly after McCarthy's election, Phelan, once again serving on the Board of Trustees, attempted to secure the entire Carnegie grant moneys for construction of a new main library, thereby eliminating any branches. He appears to have claimed that Carnegie had agreed to modify the original grant conditions. Rebuffed by Bertram,²⁷ Phelan and the trustees continued to pursue this end until Carnegie himself delivered a stinging rebuke in a letter to R. B. Hale, President of the Trustees, on April 16, 1910.²⁸ If the city wanted to erect a monumental central library, Carnegie remonstrated, it should finance that project itself, and use his money entirely for branches. He declined also to assist in the sale of the bonds for the trustee-favored main library.

McCarthy and his supporters then placed a measure on the ballot to make the Library Trustees an elected body. This was defeated at the polls, whereupon the Board of Supervisors promptly cut the library budget to the minimum allowable under the charter—which nevertheless remained high enough to satisfy the Carnegie requirements. Still, Phelan and the Trustees took no action to build the much-needed branches.

In 1912, with the Union Labor Party again out of office—this time through a legitimate election—the Trustees placed a measure on the ballot to increase the interest rate on

²³ *Reports 1901*

²⁴ *Reports 1904*

²⁵ *Reports 1909*

²⁶ Schmitz and the entire Board of Supervisors were forced from office as the result of a privately financed graft investigation led by Phelan and Rudolph Spreckels. Schmitz was convicted, but his conviction was reversed on appeal. See Bean, Walton. *Boss Ruef's San Francisco*. U.C. Press. 1952

²⁷ Bertram to Phelan Feb. 11, 1910 — "You only refer to the modification of the promise or the conditions attached to it. You should send us copy of the letter making such modifications." (reproduced p 46 of this report)

²⁸ Carnegie to Hale April 15, 1910 (reproduced p 47 of this report)

the yet unsold main library bonds. Edward Taylor, Trustee, former mayor, and opponent of the Carnegie grant, took this opportunity to put the underlying question of accepting the grant money directly to the voters. His measure calling for refusal of the grant was soundly defeated, while the bond rate increase passed. After this, Phelan again approached Carnegie to revalidate the original grant offer. Carnegie agreed to stand by his 1901 terms, with half the money to go for the planned main building, although he reminded the Trustees that he had since then ceased funding any central libraries, saying:

"I attach most importance to branch libraries, bringing books close to the homes of the people, and have for many years confined my library gifts to branch libraries exclusively..."²⁹

Finally, between 1914 and 1921, seven new branch libraries were built, using \$375,000 in Carnegie money. The new (now old) Main Library was also opened in 1917, financed with the other half of the Carnegie funds, supplemented by \$780,000 in bond money. The branch construction budget received no local funds. Branch locations chosen, in chronological order, were: The Richmond (1914), Mission (1915), Noe Valley (1916), Sunset (1918), Golden Gate Valley (1918), North Beach, now Chinatown (1921)³⁰, and Presidio (1921). These locations were at least partially determined by the influence of district "Improvement Clubs" which had arisen in the mainly middle class newer neighborhoods, and had proven valuable allies in ousting the Union Labor Party. The names chosen for the buildings reflect both the political impossibility of using the Carnegie name in San Francisco³¹ and the Progressive desire to label urban geography without reference to political wards or precincts. Previous practice in San Francisco, and in other large cities, had been to designate branch libraries by number.

PRE-CARNEGIE BRANCH LIBRARIES IN SAN FRANCISCO

The earliest branch libraries in San Francisco were opened in 1888, the same year the nine year old Main Library was moved from rented space on Bush Street to the new City Hall building. The first branches were located in rented spaces in North Beach, the Mission, and Potrero Hill. By 1901, their number had grown to six, with additions in the Richmond district, South of Market, and the Western Addition/Fillmore. Both branches and main were under the direction of the self-perpetuating board of trustees, with George H. Rogers, author of the Rogers Act, as President.

In 1901, the city acquired its first purpose-built library structure, donated by James D. Phelan and located at 4th and Clara streets. Phelan was still serving as mayor and was a member *ex officio* of the board of library trustees. The new building was architecturally derived from the emerging Carnegie library type found all across the country by this time. It was a rectangular plan, single story over basement masonry structure, classical

²⁹ Carnegie to Phelan December 28, 1912

³⁰ The name change took place in 1958, reflecting both a shift in the composition of the neighborhood and the construction of a new North Beach branch.

³¹ Not a requirement of the grants, although many smaller communities, where political resistance was less intense, did incorporate the Carnegie name into the new buildings.

revival in styling, with a central entrance framed in a monumental pediment. Phelan had donated the \$16,000 construction costs, and the site was obtained from the Public School Department. In San Francisco, all of the early purpose-built branch libraries conformed, in general, to the Carnegie guidelines. The 1904 McCreery branch cost \$50,000 and featured finer detailing and finishes than the Phelan, but was designed in the same mode. The Park branch, opened in 1909, the first to be built with City funds, (\$30,000) was designed by the McDougall Brothers, again to the Carnegie recommendations.

Indeed, the Carnegie guidelines had by that time become generally accepted as the standards for branch libraries nationally. However, actual Carnegie projects continued to experience some tension between local sponsors, with their architects, and James Bertram, who insisted, on behalf of the Carnegie Corporation, on the most efficient use of Carnegie money.

THE SAN FRANCISCO CARNEGIE BRANCHES

In San Francisco, when Phelan and the trustees were finally forced to use half of the \$750,000 grant on branches rather than on their coveted Main Library, the result was a fairly lush branch budget. At an average of over \$50,000 each, the seven buildings were conceived as stately adjuncts of the City Beautiful movement, although their fine exteriors were somewhat squandered by their mid-block or secondary corner placement—site acquisition being the financial responsibility of the trustees.

All seem to conform to the basic Carnegie prescription. Plans are rectangular, except for the Golden Gate Valley branch which is rounded at one end with an apse, and entrances are centrally located in symmetrical compositions. Entry is via a small, generally wood paneled, vestibule. All seven buildings have two levels, with a community meeting room, toilets, and service spaces on the lower floors. The upper floors all contain a grand, high ceilinged reading room occupying most of the floor, illuminated by natural light from tall windows. Perimeter shelving runs under the windows and low shelving is used to divide the space and control circulation, as prescribed in *"Notes on the Erection of Library Buildings"*. The main rooms are embellished with ornate plaster ceilings and, in some, plaster pilasters and arches. Delivery or checkout desks are centrally located.

The first two Carnegie branches, the Richmond (1914) and Mission (1916), were built without separate children's rooms. In 1923, both were retrofitted with children's rooms on the lower levels.³² The latter five, Noe Valley (1916), Golden Gate Valley (1918), Sunset (1918), Presidio (1921) and North Beach (now Chinatown, 1921) were designed with children's rooms on the main level. In all but Golden Gate Valley, these occupied rear extensions of the main building, and were divided from the main rooms by wood paneled partitions with glazed upper portions, again in accord with Carnegie guidelines

³² *San Francisco Municipal Reports 1923*

which allowed the glass for sound deadening, while preserving the sight lines, so that one librarian could supervise both rooms.

Despite general conformity to Carnegie standards, there were near constant disagreements over design throughout the period of construction, between James Bertram on the one hand, and the San Francisco Trustees and their architects on the other. Matters began well, with Bertram assuring Phelan in a letter of August 13, 1913, regarding the Richmond branch, designed by Bliss and Faville—

”As far as I remember the plans they were admirably simple and practicable, and I hope that the other plans will follow the same line.”³³

But the honeymoon was brief. The design for the Mission branch, second to be built, did not please Bertram, who complained to George Mullin, Secretary of the Trustees —

”The exterior plans you sent are attractive pictorially, but cannot commend the scheme of accommodation. It does not appear to be a good plan to project a two-story building, and make the second story the main floor.”³⁴

In fact, he had already sent the plans to W. H. Brett, Chief Librarian of Cleveland, as well as to several eastern architects, for comment. All dutifully criticized the location of the main spaces up one flight, and all agreed that the central stairway protruding in to the middle of the reading room both wasted precious space and created a potential nuisance.

Mullin defended the design, claiming it would be unwise to locate the main room on a basement level because of lighting and ventilation concerns—and noting that there had been no complaints about the stairs at the Richmond branch, which were mostly exterior. He also mentioned that the Mission branch architect, G. Albert Lansburgh, would soon be in New York, and would be pleased to discuss the plans with Bertram.³⁵

Thus was established a pattern that would be repeated—disapproval by Bertram, followed by a visit from Lansburgh—who was to design four of the buildings, and maintained an office in New York—and finally acquiescence. Constant points of contention were the placement of the main spaces upstairs and the height of the ceilings in those spaces. Both problems stemmed, in Bertram’s view, from giving priority to architectural effects over practical concerns—as expressed in his letter of October 11, 1916 to the President of the Trustees—

”Rather than conceive his exterior architectural scheme first and then make his interior accommodation fit it, you will agree that the contrary should be the process of the architect, but generally speaking one does not get this impression from the San Francisco Branch Library plans.”³⁶

The Noe Valley branch, next to be constructed, was designed by John Reid Jr. with a

³³ Bertram to Phelan August 13, 1913

³⁴ Bertram to Mullin, January 14, 1915

³⁵ Mullin to Bertram, January 29, 1915

³⁶ Bertram to O’Connor, October 11, 1916 — Although these aspects of the San Francisco designs vexed James Bertram, and today continue to present problems of access, the resulting verticality of the compositions clearly enhances the grandeur and civic presence of the buildings.

central interior stairway like the Mission's. It elicited the same objections from Bertram. Edward Taylor, then serving as President of the Trustees, replied forcefully, citing Carnegie libraries in Massachusetts and New Jersey with more stairs than the Noe Valley plan.³⁷ Bertram retreated, but sent the plans to Edward L. Tilton, a New York architect, who criticized the lack of librarian work space, and recommended a side entrance to avoid the need for the stairway.³⁸ Bertram finally approved the plans, but sniffed—

“One is somewhat disposed to think that an architectural achievement has been aimed at.”³⁹

Bertram raised the same complaints about Lansburgh's subsequent design for the Sunset branch and Ernest Coxhead's Golden Gate Valley basilica model. In the case of the Sunset, he was additionally offended by the wasted space of the loggia.⁴⁰ Another personal visit from Lansburgh seemed to smooth the way for both projects, but six months later, after construction had begun, Bertram grumbled that the Sunset ceiling was too high.⁴¹ Lansburgh paid another visit to him in New York, and explained in a follow up letter—

“I feel that the proportions of the exterior could not be conveniently altered...”⁴²

Bertram again reluctantly acceded. Virtually the same dialogue accompanied approval of the last two branches, Presidio and North Beach (now Chinatown) both Lansburgh's designs.⁴³

ARCHITECTS

As can be seen in the correspondence regarding the San Francisco Carnegie branches, James Bertram and the Carnegie Corporation were impatient with architectural adventures they perceived as detrimental to the functioning of a library. Nonetheless, they expected a measure of architectural distinction that would suitably communicate the importance of the building—and they insisted on the use of trained architects for each building they financed. Nationwide, this led several firms to specialize in Carnegie libraries, with Bertram eager to recommend those with a successful track record.

However, the pool of architectural talent in San Francisco by the time these branches were built, having been augmented by the needs of the post-earthquake reconstruction, was quite adequate without outside help. However, the branch libraries were relatively small projects compared to the simultaneous building of the new Civic Center, including

³⁷ Taylor to Bertram, October 27, 1915

³⁸ Tilton to Bertram, December 8, 1915

³⁹ Bertram to Taylor, December 10, 1915

⁴⁰ Bertram to O'Connor, October 11, 1916; In an intriguing aside, Bertram also comments “The octagonal plans put forward are quite impossible and need not have been sent here.”

⁴¹ Bertram to O'Connor, March 23, 1917

⁴² Lansburgh to Bertram, March 29, 1917

⁴³ Bertram to Mullin, February 3, 1920: “The clearance of the main floor in the North Beach Branch is unnecessarily high, architectural affect having evidently been the controlling factor.”

the new main library, and to the Panama Pacific International Exposition (PPIE), as well as to the growing downtown area. The architects who designed the branches were all quite prominent in the profession, and, with the exception of Ernest Coxhead, they were all involved in the larger projects of the day.

G. ALBERT LANSBURGH

G. (Gustave) Albert Lansburgh, designer of the Mission, Sunset, North Beach, and Presidio branches, was one of the chosen finalists in the competition for the Main Library. His proposal there was rejected because of what the judges considered a dysfunctional plan, with the delivery room located one floor below the reading room.⁴⁴

Lansburgh was born in Panama, and immigrated to this country in 1882, at the age of six. He attended the University of California, Berkeley, but left after two years to enroll in the Ecole des Beaux Arts in Paris, on the strong encouragement of Bernard Maybeck, with whom he had worked in the summers. He graduated from the Ecole in 1906 with highest honors and was awarded a medal for his design of a projected new Temple Emanu-El in San Francisco.⁴⁵ He returned to San Francisco just in time to participate in the rebuilding of the city after the earthquake and fire of April 18.

In practice on his own by 1908, he also continued to study under Maybeck for a period of time. Lansburgh is remembered largely for his numerous theater designs, which often displayed his Beaux Arts training and made copious use of polychrome terra cotta—traits that his branch libraries here share. His Wiltern Theater in Los Angeles is a designated landmark. Locally, his best known theater works are the adjacent Golden Gate and Fox Warfield at Golden Gate, Taylor and Market. Lansburgh's theater work included a sophisticated understanding of acoustics as well. His design for the interior of the San Francisco War Memorial Opera House was highly praised for its acoustical qualities and innovative stage arrangements.

In addition to theaters, Lansburgh, a Jew himself, did a number of projects for Jewish organizations. These include the Jewish Concordia Club on Van Ness Avenue; the B'nai B'rith Grand Lodge; the Sinai Temple in Oakland, and a second unexecuted design for Temple Emanu-El. Lansburgh consulted with Arthur Brown in the design of the present temple at Lake and Arguello.

Lansburgh practiced for over 40 years. Headquartered in San Francisco, he also maintained offices in New York and Los Angeles. His theater work, especially for the Orpheum chain, where his brother was a corporate officer, kept him busy nationwide. He also executed public auditoriums in widespread locations, including Sacramento and Salt Lake City. During World War II, with theater and auditorium work generally on hold, he made drawings for seaplanes and naval vessels, before going into semi-retirement.

⁴⁴ Cahill, B. J. S. "The San Francisco Public Library Competition". The Architect and Engineer of California, May 1914.

⁴⁵ Never built due to the post-earthquake relocation of the congregation

He died in San Francisco in 1969.⁴⁶

BLISS & FAVILLE

Designers of the Richmond Branch, this firm consisted of Walter D. Bliss and William B. Faville, both native Californians and MIT graduates. The two trained under McKim, Mead & White before establishing their own firm in 1898.⁴⁷

One of the partnership's earliest triumphs was the Carnegie-financed Oakland Public Library (1901).⁴⁸ This was followed by their original St. Francis Hotel (1904), which they rebuilt in 1907 and added to in 1913.⁴⁹ In the downtown rebuild following the earthquake and fire of 1906, the firm was also responsible for the Bank of California building (1907), the Geary Theater (built as the Columbia in 1909), the Geary Theater Annex (1909), the Savings Union Bank at Grant, O'Farrell & Market (1910), and the Masonic Temple (1911) at Van Ness & Market. The Bank of California, Geary Theater, and Savings Union Bank are San Francisco Landmarks, while the Geary is also listed individually on the National Register.

Bliss and Faville were also active in the design of several PPIE pavilions from 1913 to 1915. Their work for the exposition included an innovative design for the "great wall" which surrounded the fair grounds. A temporary structure covered with ice plant, the wall was intended to shelter the bay front site from the blustery San Francisco summer weather.⁵⁰

The partners were unsuccessful competitors, with a massively domed entrant, in the Main Library competition. They nonetheless contributed magnificently to the new Civic Center with their State Building (1926), at 350 McAllister. Throughout the teens and 20s, they continued to establish a strong presence in the emerging downtown, with their 1916 Southern Pacific Building at 1 Market, the Bank of America at 1 Powell (1920), and the National Register listed Matson Building (1921) at the corner of Main & Market. In addition to the Masonic Temple, their club work includes the University Club, 800 Powell (1912), and the Metropolitan Club (1916).⁵¹ Much of their best work incorporates polychrome terra cotta ornament, as does their Richmond Branch Library.

William B. Faville served as president of the San Francisco Chapter of the American Institute of Architecture from 1922 to 1924. The Bliss and Faville firm dissolved in 1925,

⁴⁶ Stern, Norton B. & William M. Kramer. "G. Albert Lansburgh, San Francisco's Jewish Architect from Panama" *Western States Jewish Historical Quarterly*. April-May 1981

⁴⁷ Longstreth, Richard W. *On the Edge of the World: Four Architects in San Francisco at the Turn of the Century*. New York. Architectural History Foundation; Cambridge, Mass. MIT Press. 1983

⁴⁸ Cahill, B. J. S. "The Work of Bliss & Faville" *The Architect and Engineer of California*. Jan 1914

⁴⁹ Corbett, Michael R. & The Foundation for San Francisco's Architectural Heritage. *Splendid Survivors; San Francisco's Downtown Architectural Heritage*. San Francisco. California Living Books. 1979

⁵⁰ Faville, W. B., F. A. I. A. "Phases of Panama-Pacific International Exposition Architecture" *The American Architect*. January 6, 1915

⁵¹ Corbett. *op. cit.* Of the St. Francis Hotel, which is not a designated landmark, Corbett says, "...almost as much as any other building, it serves as the architectural image of the city of San Francisco."

with both partners pursuing separate careers.

JOHN REID JR.

Reid, a native San Franciscan, was educated at the University of California and the Ecole de Beaux Arts. Upon returning to San Francisco, he was associated with Willis Polk and the Daniel Burnham firm, before opening his own office in 1911. His work was mainly public buildings—for many years he was the City Architect or Consulting Architect. The most prominent of his many school buildings is the former High School of Commerce (1927)⁵², now the Unified School District Administrative Building, at 135 Van Ness Avenue (San Francisco Landmark #140). Others include the Twin Peaks School⁵³ and Mission High School (1926).

As a member, with John Galen Howard and Frederick H. Meyer, of the Board of Consulting Architects for the design of the Civic Center, Reid had a great deal of influence over the most important project of that era. The three architects are jointly credited with the Exposition Auditorium (1914), one of the key buildings in the National Register and local Civic Center historic districts. The Board also oversaw the design of smaller school and Fire Department buildings throughout the city, and Reid designed many of these himself. His Noe Valley Branch Library shares with them a proclivity for classically derived design and lavish polychrome terra cotta ornament.

ERNEST COXHEAD

English born and educated, Coxhead first came to San Francisco in 1890. His most notable early works here were a number of churches done for the Episcopal diocese. Of these, only the Church of the Holy Innocents at 455 Fair Oaks (1890) survives. Later, he specialized in residential work.⁵⁴

⁵² Corbett. *op. cit.*

⁵³ Morrow, Irving F. "Work by John Reid, Jr., A. I. A." *The Architect and Engineer*. February 1920

⁵⁴ "The Bay Region Styles: 1890-1930; Ernest Coxhead and the Regional Scene: The Transformation Game & Other Delights". The Foundation for San Francisco's Architectural Heritage.(no date or author)

By 1918, when he designed the Golden Gate Valley branch, Coxhead was still well regarded, although his career was in a period of eclipse.

His library, which many consider the jewel of the seven Carnegie branches, is somewhat atypical of his work. To begin with, he most often used shingled rustic styles, quite unlike this terra cotta clad basilica. Even his other classically inspired work, such as his 1908 Home Telephone Building at 333 Grant Avenue (San Francisco Landmark #141) often featured surprising oversized elements that tweak the classical sense of order. Such departures are absent in the Golden Gate Valley building, which instead presents a studied elegance.

PROPERTY TYPES AND IDENTIFYING CHARACTERISTICS

The seven San Francisco Carnegie branch libraries are the only property type significant under this context. All seven remain in use as branch libraries.

The physical characteristics that unite and define the property type include those promulgated in *“Notes on the Erection of Library Buildings”*, the Carnegie sponsored guidelines first published in 1911:

- symmetrical rectangular plan
- single story with basement
- large windows six feet above the floor
- small vestibule
- large main floor reading room
- open shelves lining the walls beneath the windows
- low free-standing shelves used as room dividers
- basement level public lecture room

Other defining physical characteristics specific to the San Francisco Carnegie branches include:

- high ornamental plaster ceilings in the main reading spaces
- smaller rear extensions of the main rectangular volume, often containing children’s rooms in the later buildings, some now converted to staff space
- glazed and paneled partitions separating main room from rear spaces
- decorative paneling in vestibules and at main desk
- three part vertical facade compositions defined by cornices and plinths
- glazed terra cotta, sometimes polychrome, used for ornament and/or cladding
- deep-set wooden windows with ornate surrounds

The Carnegie branch libraries are significant as:

- examples of early 20th century development in library design
- manifestations of social goals of political progressives in the same time period
- indicators of the political, cultural, and architectural history of San Francisco, also in the same period.

The buildings convey their significance in several ways:

- By their conformance to the general Carnegie guidelines in *“Notes on the Erection of Library Buildings”* they typify the state of library design during the period. The inclusion of separate main floor children’s rooms in the later buildings also contributes in this category.
- By their neighborhood locations, incorporation of open stacks, lecture rooms, and large comfortable common reading spaces, as well as their symbolic entry sequences, they speak to Progressive social goals of acculturation.
- By their delayed dates of construction, and the absence of the Carnegie name in their historical designations, they represent the political and class conflict of their historical period in San Francisco.
- By their rich exteriors, they represent the cultural and architectural history of San Francisco, especially the importance of the City Beautiful movement, during the period of construction.

The physical characteristics described above, which are almost entirely intact in the seven Carnegie branches, are the attributes necessary to list these buildings as local landmarks.

GOALS AND PRIORITIES

The main goal is to nominate the seven San Francisco Carnegie branch libraries as local landmarks, significant not only for their national and state historical associations, but also for their specific connections with the cultural, political and social history of San Francisco. The intention is to encourage historical understanding and respect for the buildings, while embracing extensive necessary alterations related to safety, accessibility, modern information technology, and shifts in the social role of public libraries.

DEFINING FEATURES

Priority should be given to the preservation of the exteriors, and retention of the high ceilinged main reading rooms and symbolic entrances, which are major interior architectural features. Interior spaces other than the main reading rooms and vestibules are not defining features.

Within the reading rooms, the ornate ceilings, high windows, peripheral shelving, and pilasters are defining features. The introduction of free standing shelving, elevator structures, modern furniture, etc., as has already taken place, does not diminish the historic integrity of these spaces. Overhead lighting, if replaced, should respect historic models and should not destroy the fabric of the ceilings. Low shelving used for space division and to direct circulation, while historically significant, could be realigned or removed if necessary to accommodate changing usages, as could librarian’s desks. The conversion of main floor children’s rooms to other uses may also take place without reducing historic integrity. However, the glazed and paneled partitions should be preserved if possible. Although disabled access must be provided, care should be taken

also to preserve the historically significant entry sequences where possible.

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Richmond Branch Exterior

Top left: *East façade*

Top right: *Historic photo, circa 1920s*

Above left: *West façade*

Above right: *North façade*

Historic photo, San Francisco Public Library. All others, author, 2000

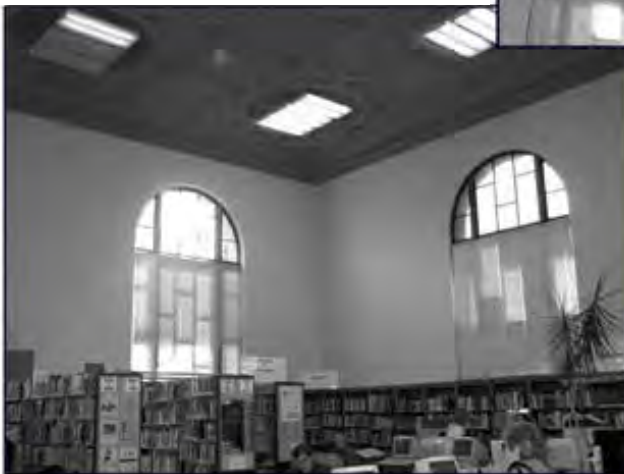


Richmond Branch Interior

Above: Main reading room, paneled vestibule, low shelving as barrier
Right: Main reading room, ornamental ceiling

Below: Main reading room, view northwest

All photos, author, 2000





Mission Branch Exterior

- Top left:** *View to southwest*
- Top right:** *Historic photo, circa 1930s*
- Above left:** *Historic main entrance, doors altered*
- Above right:** *Detail west façade*
- Left:** *New main entrance*



Historic photo, San Francisco Public Library. All others, author, 2000



Mission Branch Interior

Above: Main reading room, view east

Right: Circulation desk

Below: Detail, ornamental ceiling

All photos, author, 2000





Noe Valley Branch Exterior

Above left: *Detail, cornice, front windows & pilasters*

Above right: *Main entrance*

Right: *View to southeast*

All photos, author, 2000





Noe Valley Branch Interior

Top left: Entrance stairway from vestibule

Top right: Main reading room, foreground stairway & low shelving as barrier, center glazed partition, children's room beyond

Right: Main reading room, view northeast

Below: Main reading room, view north, stairway foreground



All photos, author, 2000





Golden Gate Valley Branch Exterior

Above: Collage, Green Street façade
Right: Historic photo, Green & Octavia streets facades, circa 1950s
Below: Octavia Street façade

Historic photo, San Francisco Public Library. All others, author, 2000





Golden Gate Valley Exterior Details

Top Left: *Cornice*

Middle left: *post & wall, east end*

Bottom left: *gate & post, west end*

Top, middle, bottom right: *northeast corner bay*

All photos, author, 2000



Golden Gate Valley Branch Interior

Above: Main reading room, view east to apse

Right: Vestibule & main entrance, low shelving as barrier

All photos, author, 2000





Sunset Branch Exterior

Above: *Historic photo, circa 1920s*

Left: *East façade, window repairs in progress*

Below: *Detail, main entrance loggia*

Historic photo, San Francisco Public Library. All others, author, 2000





Sunset Branch Interior

Top left: Main reading room, view southeast, paneled vestibule

Top right: Main reading room, view northeast, elevator structure

Above left: Main reading room, detail, ornamental ceiling

Above right: Main reading room, glazed partition, children's room beyond

Right: Main reading room, glazed partition, shelving

All photos, author, 2000



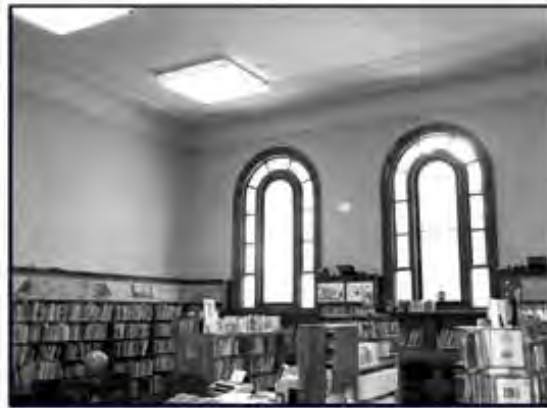
Presidio Branch Exterior

Top: South façade

Above: Historic photo, circa 1950s

Right: North façade

Historic photo, San Francisco Public Library. All others, author, 2000



Presidio Branch Interior

Top left: Main reading room, view to southeast, paneled vestibule center

Top right: Children's Room

Above left: Main reading room, elevator structure

Above right: Main reading room, glazed partition, children's room beyond

All photos, author, 2000



Chinatown Branch Exterior



- Top left:** *Powell Street façade*
- Top right:** *Detail, historic main entrance*
- Left:** *Detail, balustrade*
- Below:** *Historic photo, circa early 1950s*

Historic photo, San Francisco Public Library.
All others, author, 2000





Chinatown Branch Interior

Top left: Main reading room, seismic bracing, mezzanine addition, elevator housing

Top right: Historic children's room entrance, modern addition beyond

Bottom left: Mezzanine addition stepped back from historic windows

Bottom right: Paneled vestibule structure

All photos, author, 2000

*Appendix I*Notes on the Erection of Library Buildings
[Version 3, c. 1915]

This memorandum is sent to anticipate frequent requests for such information, and should be taken as a guide, especially when the proposed architect has not had much library building experience. It should be noted that many of the buildings erected years ago, from plans tacitly permitted at the time, would not be allowed now.

Library committees, especially in small towns, are frequently composed of busy men who, having lacked time or opportunity to obtain a knowledge of library planning, are led to select a design which, if built, would yield an inadequate return of useful accommodation for the money invested, and would unwarrantably increase the expense of carrying on the library.

Some architects are liable, unconsciously, no doubt, to aim at architectural features and to subordinate useful accommodation. Some are also apt, on account of a lack of practical knowledge of the administration of a library, to plan interiors which are entirely unsuited for the purposes of a free public library. Small libraries should be planned so that one librarian can oversee the entire library from a central position.

The amount allowed by the Carnegie Corporation of New York to cover the cost of a library building is according to a standard based on (a) the population which is to pay the tax for carrying on the library, and (b) a specified minimum revenue from such tax. The donation is sufficient only to provide needed accommodation and there will be either a shortage of accommodation or of money if this primary purpose is not kept in view, viz.: TO OBTAIN FOR THE MONEY THE UTMOST AMOUNT OF EFFECTIVE ACCOMMODATION, CONSISTENT WITH GOOD TASTE IN BUILDING.

The amount allowed is intended to cover cost of the building, complete and ready for use with indispensable furniture and fixtures, and including architect's fees.

In looking over hundreds of plans for small and medium-sized buildings, costing about \$10,000, more or less, we have noted some features

*"Notes on the Erection of Library Buildings" page 1
Facsimile of 1915 edition taken from Van Slyck*

leading to a wasting of space, especially in connection with the entrance feature, which, when not wisely planned, leads also to waste in halls, delivery room, etc.

The economical layout of the building is sacrificed or subordinated at times to minor accessories, such as too much or too valuable space allotted to cloak rooms, toilets and stairs.

The building should be devoted exclusively to: (main floor) housing of books and their issue for home use; comfortable accommodation for reading them by adults and children; (basement) lecture room; necessary accommodation for heating plant; also all conveniences for the library patrons and staff.

Experience seems to show that the best results for a small general library are obtained by adopting the one-story and basement rectangular type of building, with a small vestibule entering into one large room subdivided as required by means of bookcases. In cases where it is necessary, to secure quiet, glass partitions may be put above the bookcases. By a one-story and basement building is meant a building with the basement about four feet below the natural grade, the basement being from say 9 to 10 feet and the main floor from say 12 to 15 feet high in the clear. Plans have at times been submitted for "one-story and basement" buildings, which differ from two-story buildings only by having the stair to the upper floor outside instead of inside!

The rear and side windows may be kept about six feet from the floor, to give continuous wall space for shelving. A rear wing can be added for stack-room (when future need demands it) at a minimum expense, and without seriously interfering with the library service during its construction. The site chosen should be such as to admit light on all sides, and be large enough to allow extension, if ever such should become necessary.

The accompanying diagrams [see figs. 1.21 and 1.22] are offered as suggestions in planning the smaller library buildings most commonly required, and will be found to include a maximum of effective accommodation relative to total area.

While these diagrams are suggestive rather than mandatory, nevertheless, since they are the result of experience, those responsible for building projects should pause before aiming at radical departures, and see whether their alternative is to provide as much effective accommodation and have as little waste space.

An important cause of alleged inadequacy of accommodation in buildings erected years ago, when less supervision was exercised, has frequently been found to be uneconomical plan with bad layout. When

"Notes on the Erection of Library Buildings" page 2

applications (based on growth of population) have been received for aid in extending such buildings, it has often been impossible to entertain the idea of making a grant, owing to the prohibitive cost of demolition and re-erection relative to net gain of superficial area.

It may not be desirable to have library buildings planned from ready-made patterns, and yet a certain standardization of the main requirements of accommodation is as necessary for library buildings as for school buildings, which have been advantageously subjected to strict regulations both in plan and construction. Where architecture is best appreciated there are recognized types established for the various buildings of a public or semi-public character.

It will be noted that no elevations are given or suggestions made about the exteriors. These are features in which the community and architect may express their individuality, keeping to a plain, dignified structure and not aiming at such exterior effects as may make impossible an effective and economical layout of the interior.

These notes are of course written with the smaller buildings in mind; larger buildings require larger and more varied treatment, but no modification of the primary purpose.

“Notes on the Erection of Library Buildings” page 3

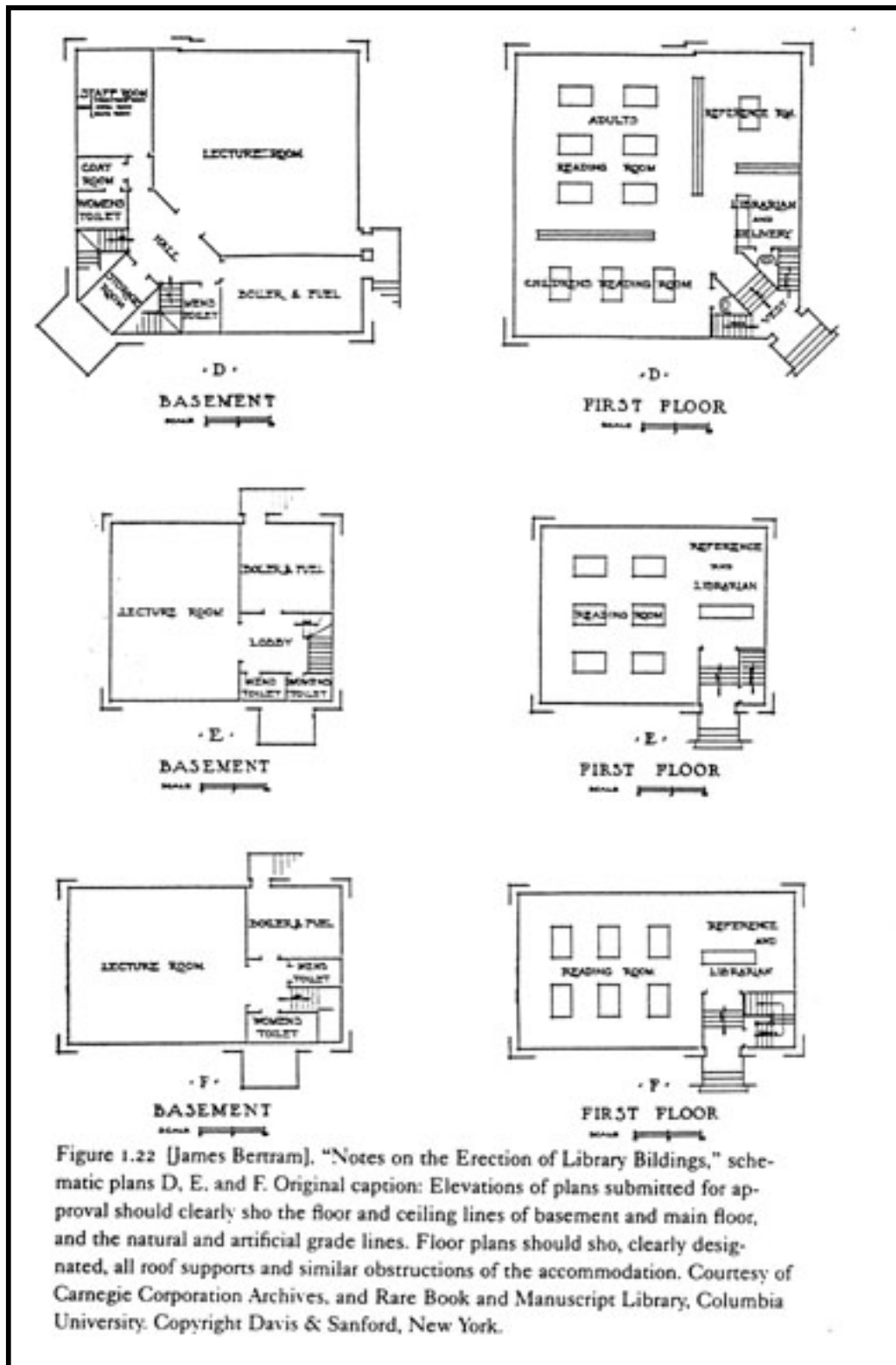


Figure 1.22 [James Bertram]. "Notes on the Erection of Library Buildings," schematic plans D, E, and F. Original caption: Elevations of plans submitted for approval should clearly show the floor and ceiling lines of basement and main floor, and the natural and artificial grade lines. Floor plans should show, clearly designated, all roof supports and similar obstructions of the accommodation. Courtesy of Carnegie Corporation Archives, and Rare Book and Manuscript Library, Columbia University. Copyright Davis & Sanford, New York.

"Notes on the Erection of Library Buildings" page 4

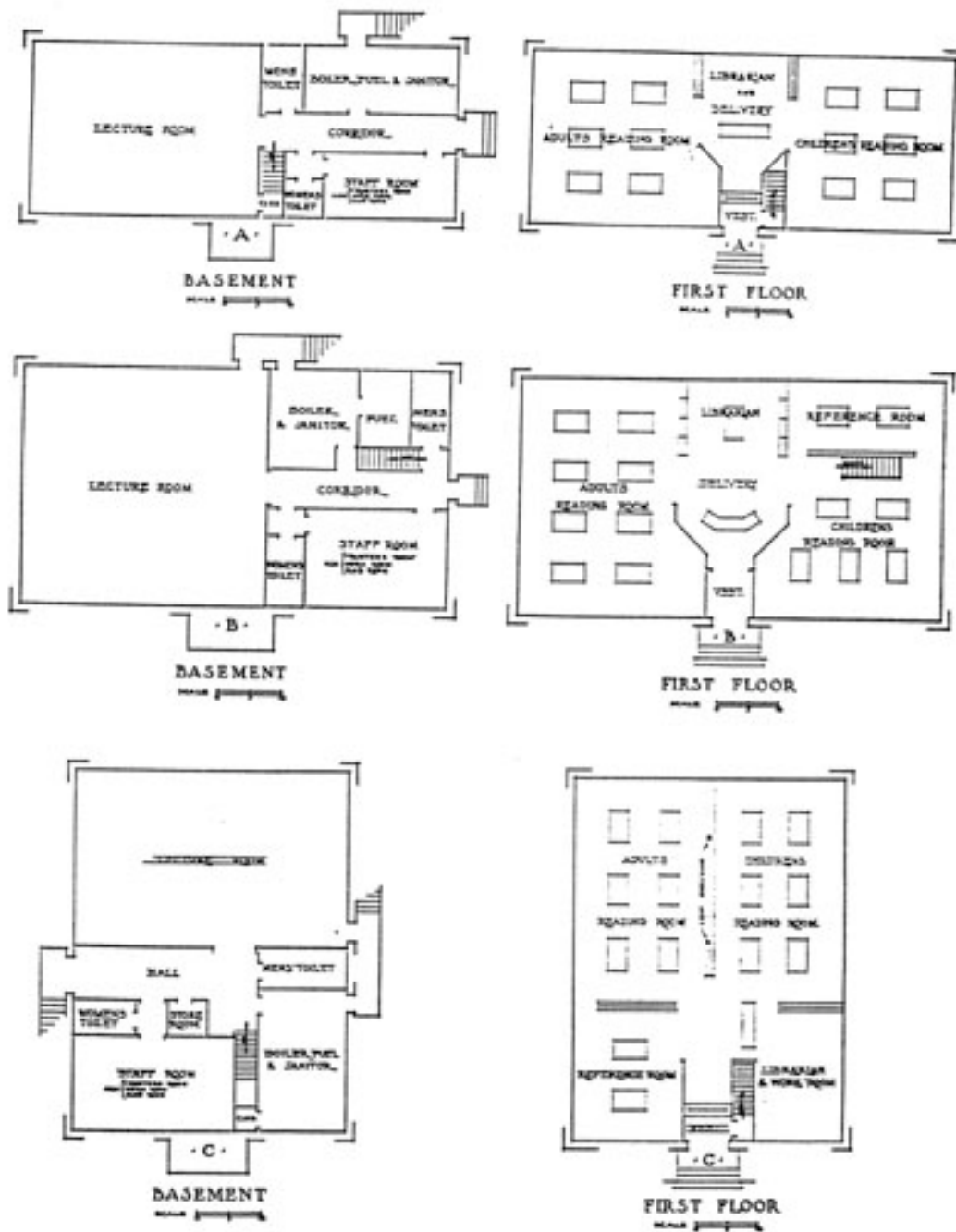


Figure 1.21 [James Bertram], "Notes on the Erection of Library Buildings," version 3, c. 1915, schematic plans A, B, and C. Courtesy of Carnegie Corporation Archives, and Rare Book and Manuscript Library, Columbia University. Copyright Davis & Sanford, New York.

"Notes on the Erection of Library Buildings" page 5

Skibo Castle

Ardgay, N. B.

20th June, 1901.

Mayor James D. Phelan,

San Francisco.

Dear Mr. Mayor:

Your letter of March 22 is before me this morning.

If San Francisco will furnish proper sites for libraries and agree to spend \$75,000 a year in their maintenance, I shall be very glad to give \$750,000 as needed to pay for the buildings. About half (not more, I think less) of this sum should be expended on the central library and the remainder on branch libraries. The site for the central library should be amply sufficient to provide for additions in the future for San Francisco is a growing city.

Very truly yours,

(Signed) Andrew Carnegie

Feb. 11, 1910

Hon. James D. Phelan
Phelan Bilding,
San Francisco, Cal.

Dear Sir,

Yours of February 5th receivd. You send copy of letter of Mr. Carnegie making the original promise of money for Library Bilding for San Francisco. You only refer to the modification of the promise or the conditions attacht to it. You should send us copy of the letter making such modifications.

Mr. Carnegie made the promise to San Francisco before he had decided not to give central library bildings for large cities, leaving that to the community. Of course his promise to San Francisco stands as made, but he will not add to the amount allowed for Central Bilding.

Respectfully yours,

(James Bertram

P. Secretary

April 15, 1910

Dear Mr. Hale -

Please consider this letter personal and unofficial, because I wish to understand the situation fully.

I read, while at Santa Barbara, a speech by the Mayor saying That there would never be a Carnegie Library accepted by San Francisco, or words to that effect. I supposed the whole matter was off and concluded to say nothing about it. The gentleman who waited on me only asked me to take the bonds or arrange in some way to sell bonds for the main Library Building, which the city had undertaken to build, I supposed entirely independent of any offer from us. I replied that I could not engage in any business transaction of that kind.

Now it appears that the city undertook the building of a great Main Library Building. Such Library Buildings as these do not present themselves to me as proper objects for gifts from private individuals. They should be erected by the cities themselves.

Should San Francisco instead of spending the half million I promised, which should be ample to pay for a suitable Central Library Building, conclude to spend a million and a half, I naturally supposed that my money would all go to branches, and this I hope will be done. I am ...? sure that the seven hundred and fifty thousand dollars that I undertook to give will be spent in

the ...? and all that I saw of that vigorous community. We cannot hold San Francisco back.

...? talk this over among yourselves and see whether you cannot devote my \$750,000. to Branch Library Buildings as they are needed, a policy I pursued with New York, Baltimore, Philadelphia, Cleveland and Cincinnati.

We see a sad example in New York upon the great Central Library question. I believe that its cost, ready for occupancy, will reach ...? think will stagger people.

There is one point which I wish you to consider. The half million I agreed to devote to the erection of a Main Library Building was to be the whole cost of the Library Building. I was not to be a partner with the city in the Main Building to the extent of a third. On the contrary, it was to be a building furnished by me. When the city resolved on an extravagant architectural ornament that will be entered only by the well-to-do who have books of their own, my heart is not in it.

Do let us provide your Branch Library Buildings and the city take its grand architectural monument in its own hands and relieve us.

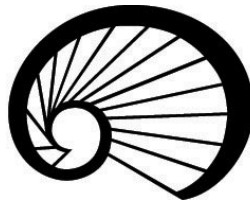
Very truly yours,

(signed) A. Carnegie

Prepared by



Prepared for



San Francisco Public Library