

a small vehicular sally port would be designed to include connections to several holding cells and a new secure elevator for the transport of defendants to the 1<sup>st</sup> and 2<sup>nd</sup> floors. The secure elevator would open adjacent to the courtrooms on the south side, where a limited number of holding cells would be located outside a courtroom.

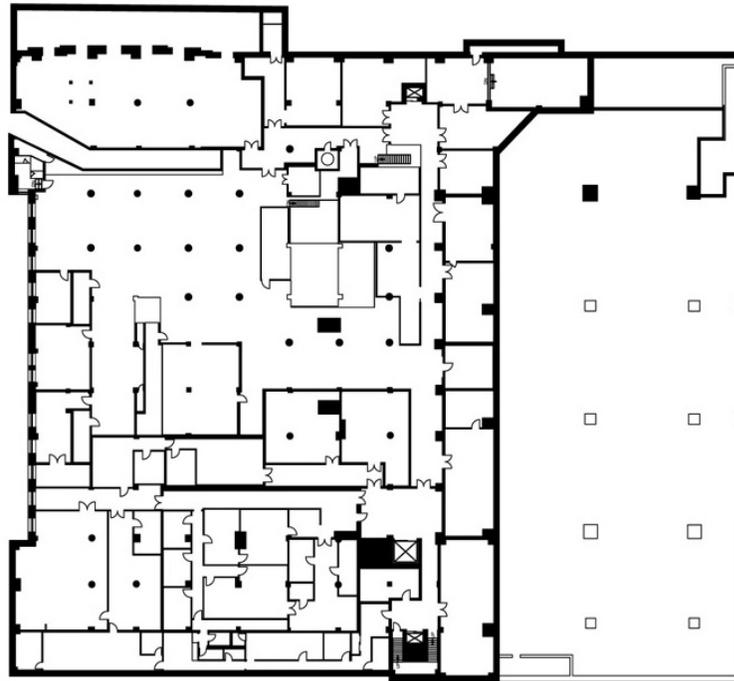
Since a percentage of the building is designed for leasing to outside tenants, this area requires separate circulation pathways for non-court users. The building's original design provides two sets of double elevator banks on the south and north side. Each of which could be designated for different uses. The southern elevators could be designated for non-court use, and the northern elevators for court-related functions. Each elevator bank's computer software could be programmed to allow passengers access only to given floors to maintain courthouse security.

The following listing (Table 7-3) summarizes various components and their usable area that are proposed for the renovated Courthouse East housing plan. The following set of blocking diagrams (Figure 7-6) was selected by the Executive Committee to depict the best scenario for the operating needs of the Circuit Court.

| <b>Courthouse East</b>                       | <b>DGSF</b>    | <b>Comment</b>                |
|--|----------------|-------------------------------|
| <b>Circuit Court</b>                         | <b>67,998</b>  |                               |
| Large Civil Trial Courtroom                  | 22,977         | 4 courtrooms                  |
| Standard Civil Trial Courtroom               | 32,813         | 7 courtrooms                  |
| Civil Master Hearing Room                    | 8,428          | 3 hearing rooms               |
| Civil Div Judicial Chamber Suite             | 3,780          | robing rooms, chambers in new |
| <b>Jury Facilities</b>                       | <b>31,550</b>  |                               |
| Jury Commissioner                            | 5,056          |                               |
| Grand Jury                                   | 3,116          |                               |
| Grand Jury (Future)                          | 3,144          |                               |
| Jury Assembly                                | 20,234         |                               |
| <b>Clerk of the Circuit Court</b>            | <b>8,669</b>   |                               |
| Civil  | 6,357          |                               |
| Trust  | 2,312          |                               |
| <b>Register of Wills</b>                     | <b>15,044</b>  |                               |
| Executive Administration                     | 1,427          | Register of Wills             |
| Record/Files                                 | 7,067          | Register of Wills             |
| Probate Proceedings                          | 1,640          | Register of Wills             |
| Audit  | 699            | Register of Wills             |
| Joint Accounts                               | 496            | Register of Wills             |
| Delinquent Accounts                          | 397            | Register of Wills             |
| Fiscal Operations                            | 530            | Register of Wills             |
| P.C. Support                                 | 622            | Register of Wills             |
| Cluster Core Support Units                   | 2,166          | Register of Wills             |
| <b>Orphan's Court</b>                        | <b>4,512</b>   |                               |
| Orphans Court                                | 4,512          | Orphans Court                 |
| <b>Other Agencies</b>                        | <b>10,000</b>  |                               |
| Baltimore City Law Library                   | 10,000         | scaled down version           |
| <b>Office of State's Attorney</b>            | <b>1,047</b>   |                               |
| Auto Forfeiture (civil)                      | 1,047          | State's Attorney              |
| <b>Total Department Gross Square Footage</b> | <b>138,820</b> |                               |

Table 7-3  
Courthouse East

Figure 7-6  
Courthouse East



**LEGEND**

- IN-CUSTODY CIRCULATION
- PUBLIC CIRCULATION
- JUDICIAL CHAMBERS, SUPPORT AND CIRCULATION
- FAMILY COURTROOM
- COURT SUPPORT
- STATE'S ATTORNEY OFFICE
- DEPT OF JV JUSTICE
- ORPHANS COURT
- USPS
- BUILDING SUPPORT
- EXISTING COURTROOM
- SHERIFF
- PUBLIC
- JUVENILE COURTROOM
- CIVIL COURTROOM
- CLERK
- PUBLIC DEFENDER
- JURY
- REGISTER OF WILLS
- RENTABLE
- JUVENILE JUSTICE CENTER

Lower Floor 2



Lower Floor 1

Figure 7-6 continued  
Courthouse East

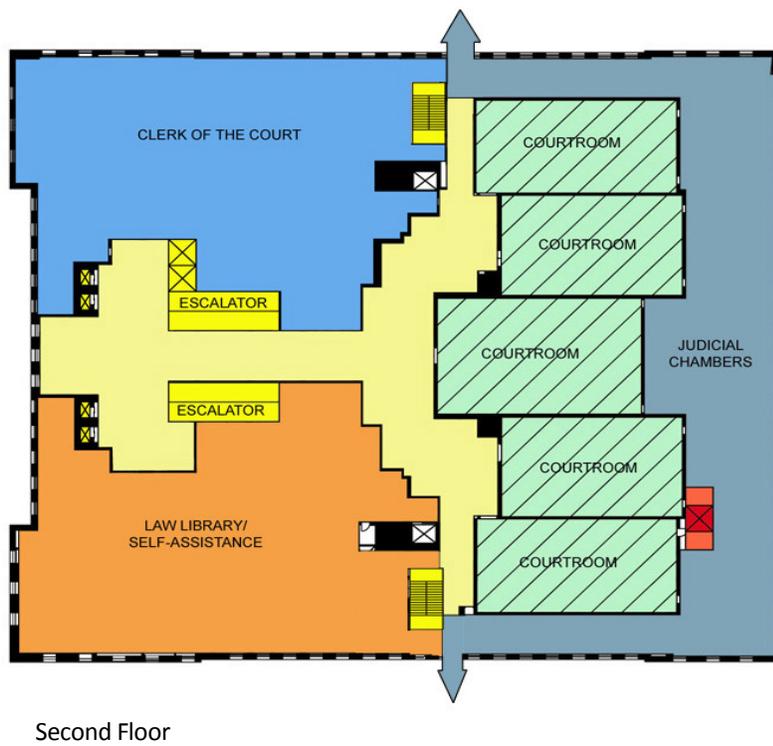
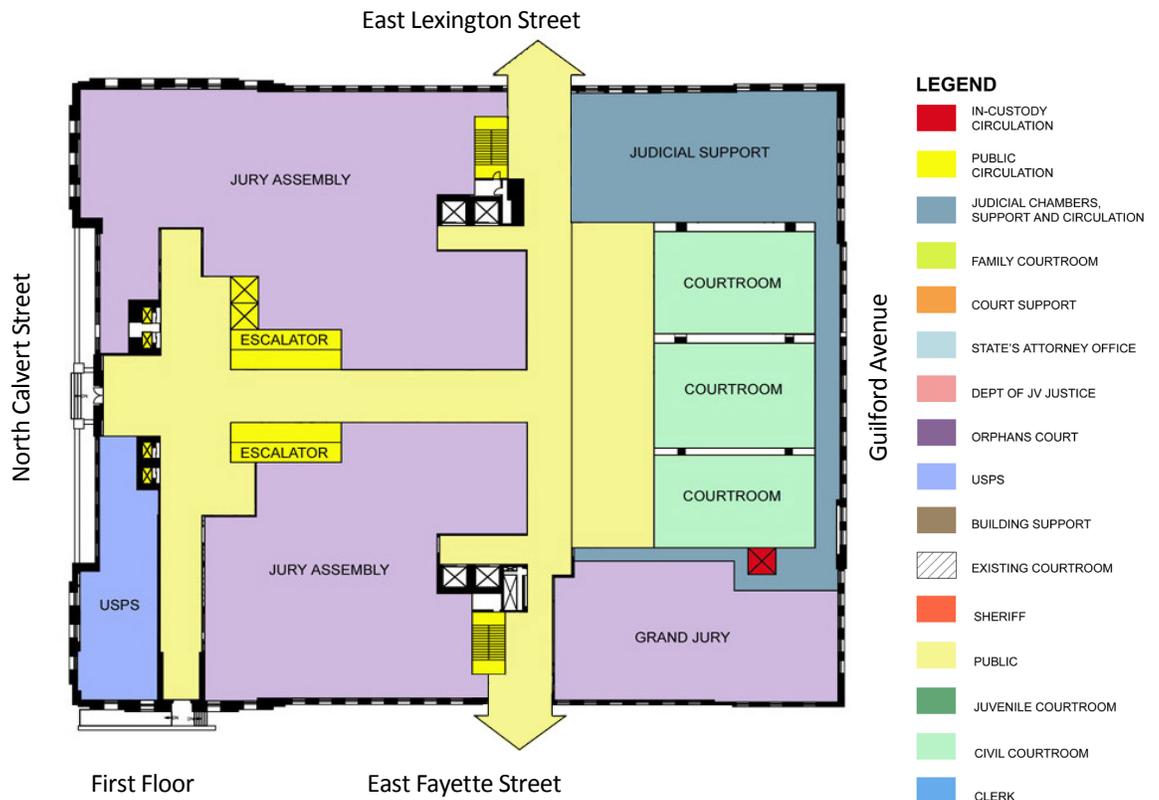
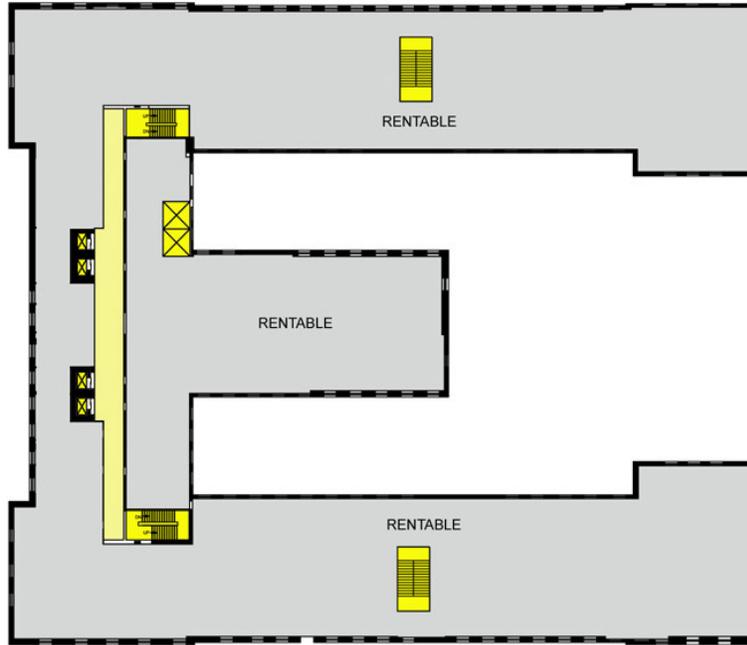
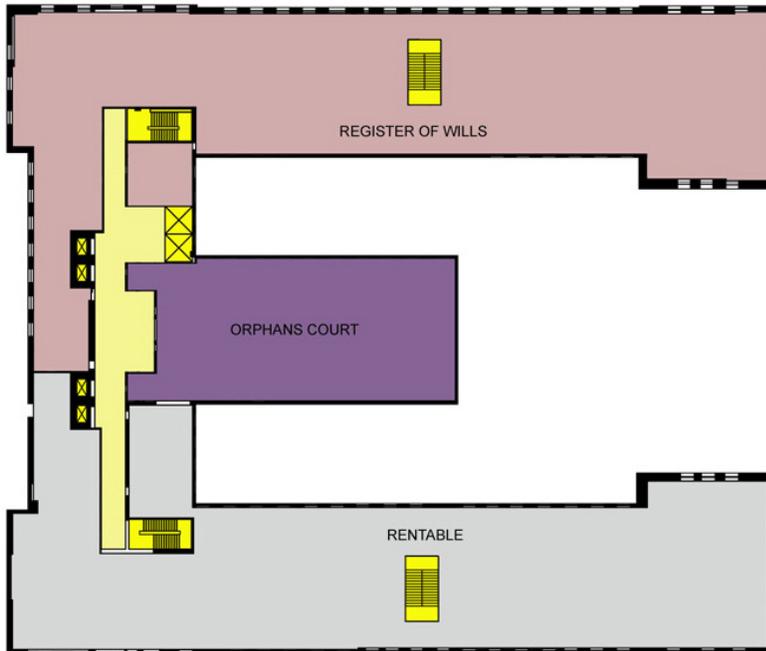


Figure 7-6 continued  
Courthouse East



Third Floor

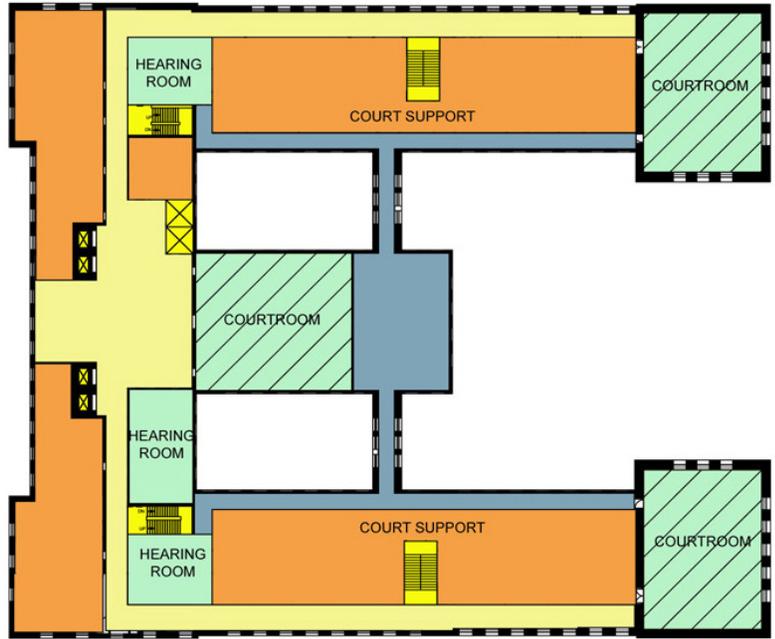


Fourth Floor

**LEGEND**

- IN-CUSTODY CIRCULATION
- PUBLIC CIRCULATION
- JUDICIAL CHAMBERS, SUPPORT AND CIRCULATION
- FAMILY COURTROOM
- COURT SUPPORT
- STATE'S ATTORNEY OFFICE
- DEPT OF JV JUSTICE
- ORPHANS COURT
- USPS
- BUILDING SUPPORT
- EXISTING COURTROOM
- SHERIFF
- PUBLIC
- JUVENILE COURTROOM
- CIVIL COURTROOM
- CLERK
- PUBLIC DEFENDER
- JURY
- REGISTER OF WILLS
- RENTABLE
- JUVENILE JUSTICE CENTER

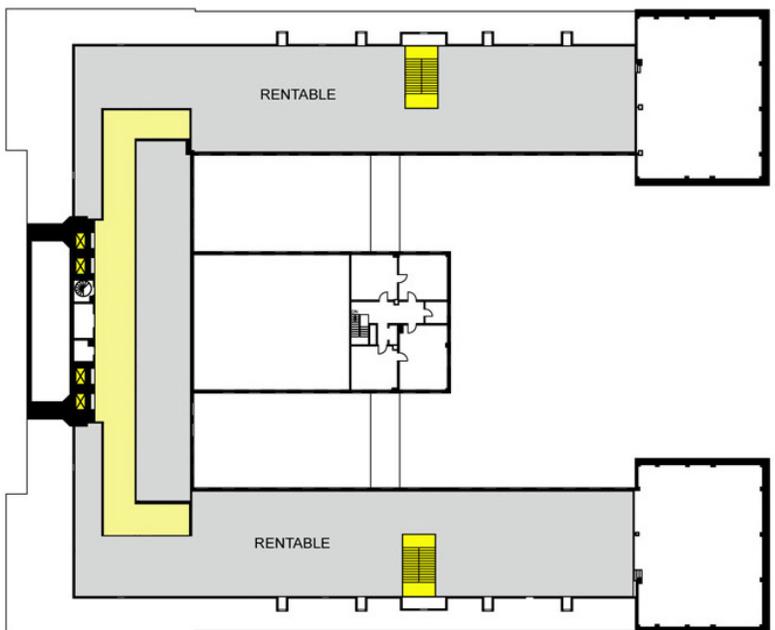
Figure 7-6 continued  
Courthouse East



Fifth Floor

**LEGEND**

- IN-CUSTODY CIRCULATION
- PUBLIC CIRCULATION
- JUDICIAL CHAMBERS, SUPPORT AND CIRCULATION
- FAMILY COURTROOM
- COURT SUPPORT
- STATE'S ATTORNEY OFFICE
- DEPT OF JV JUSTICE
- ORPHANS COURT
- USPS
- BUILDING SUPPORT
- EXISTING COURTROOM
- SHERIFF
- PUBLIC
- JUVENILE COURTROOM
- CIVIL COURTROOM
- CLERK
- PUBLIC DEFENDER
- JURY
- REGISTER OF WILLS
- RENTABLE
- JUVENILE JUSTICE CENTER



Sixth Floor

**District Court Civil Division in Courthouse East**

At the end of this feasibility study, Baltimore City officials informed the Executive Committee that the former Health Department Building on the preferred North Site was under consideration to house several City agencies as a result of their leases expiring. The former City Health Department building occupies approximately 50% of the site and its continued presence would restrict the full and functional development of a new criminal courthouse. Relocating the city agencies to another building in lieu of the Health Department building will preserve the plan of moving forward with the development of a new criminal courthouse on the North Site. An option to handle the long-term needs of these city agencies would include the following:

- Construct the new courthouse and relocate court agencies from Courthouse East to the new courthouse.
- Renovate Courthouse East to accommodate the District Court Civil Division currently located at 501 East Fayette Street.
- Demolish the old District Courthouse on East Fayette Street and construct a new city office building to house city agencies for the long term.

In order for this scenario to occur, the Executive Committee asked AECOM to investigate the feasibility of accommodating the Civil Division of the District Court in Courthouse East.

The current District Courthouse inadequately serves the secure, functional and long-term needs of the Civil Division. The building is severely undersized to handle the current needs. The building has numerous life safety, security and programmatic deficiencies that make it difficult to remain in its present location. The tight site also restricts the potential of expanding the courthouse and improving their physical and operational conditions. Against this backdrop, the State has deferred funding for future physical improvements for district courthouses across the state. The Executive Committee felt that addressing the district court needs in the Courthouse East would provide them with an option within a shorter time frame.

**Study Methodology**

The District Court feasibility study initiated with a site visit to tour the existing district courthouse and meet with the District Court representatives to determine the future needs of the civil division. A program identifying the approximate future needs was developed to test-fit the ability of accommodating their functional requirements in Courthouse East. The program resulted in a need of approximately 82,600 DGSF. By comparison, the district court civil division currently occupies 38,000 DGSF in the East Fayette building. The new program includes eight courtrooms, the Court Administration/Clerk unit, and ancillary functions. The program was based on using current State District Court space standards. Once the program was prepared and reviewed, AECOM developed occupancy scenarios to determine if and how the district court could be accommodated in Courthouse East.

**Ability to Accommodate**

AECOM presented a proposed conceptual plan to the representatives from the Circuit Court, State District Court and the Maryland Stadium Authority on December 10, 2010. Table 7-4 summarizes the organizational arrangement and location of the City Circuit and State District Court civil functions in Courthouse East. The primary planning objective was to place eight new district courtrooms and the Clerk of the District Court on the first floor to control the heavy volume of traffic this function experiences on a daily basis. Remaining functions of the District Court were located in the basement area and on the third and sixth floors. One of the courtrooms on the first floor is planned to handle in-custody defendants without the need to

escort them through a public or private corridor. Judges for the district court are located on the first floor directly behind the eight courtrooms.

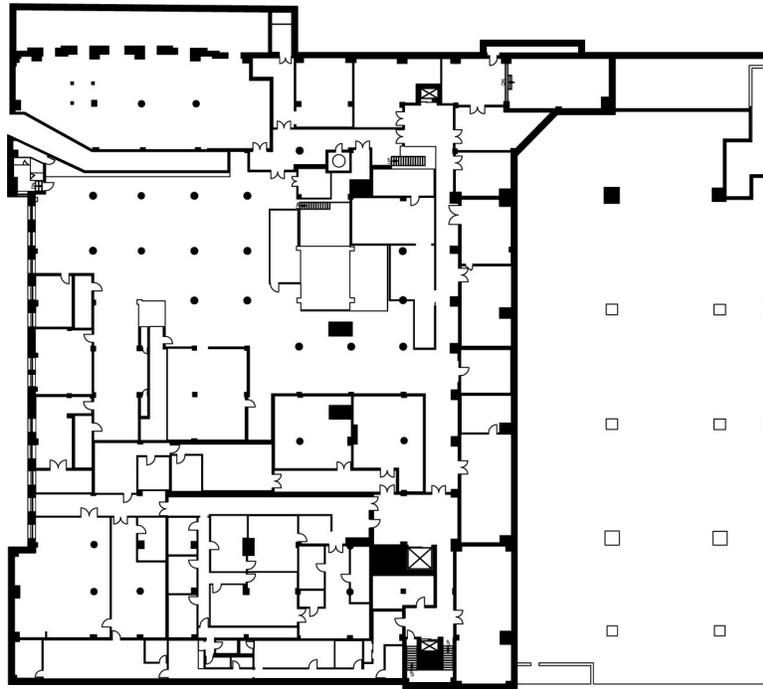
This concept maintains the two-story lobby on the first floor by opening the second floor and providing escalators to move public traffic in an efficient manner to jury assembly and five existing courtrooms. The first floor bridge to Courthouse East will serve the private judiciary traffic and the second floor bridge will handle public traffic.

| <b>Floor Component</b>                         | <b>Area (NSF)</b> | <b>Available</b> |
|--|-------------------|------------------|
| <b>B-1</b> Central Housekeeping                | 9,100             |                  |
| Central Maintenance                            | 5,400             |                  |
| Central Staff                                  | 7,800             |                  |
| Loading Area                                   | 7,700             |                  |
| Holding  | 3,800             |                  |
| District Court Storage                         | 14,000            |                  |
| <b>Subtotal</b>                                | <b>47,800</b>     | <b>44,600</b>    |
| <b>1</b> District Courtrooms (8)               | 21,400            |                  |
| Clerk District Court                           | 14,000            |                  |
| Law Library/Self Assistance                    | 11,500            |                  |
| Regional Post Office                           | 2,300             |                  |
| Security Screening                             | 600               |                  |
| <b>Subtotal</b>                                | <b>49,800</b>     | <b>51,000</b>    |
| <b>2</b> Circuit Courtrooms (5 existing)       | 26,900            |                  |
| Jury Assembly                                  | 26,000            |                  |
| <b>Subtotal</b>                                | <b>52,900</b>     | <b>53,000</b>    |
| <b>3</b> Register of Wills                     | 18,500            |                  |
| Orphan's Court                                 | 4,500             |                  |
| District Court - Administration                | 3,100             |                  |
| District Court - Accounting                    | 1,450             |                  |
| <b>Subtotal</b>                                | <b>27,550</b>     | <b>30,000</b>    |
| <b>4</b> Circuit Courtrooms (3)                | 12,000            |                  |
| Civil Clerk of Circuit Court                   | 14,000            |                  |
| Trust - Circuit Court                          | 4,000             |                  |
| <b>Subtotal</b>                                | <b>30,000</b>     | <b>30,000</b>    |
| <b>5</b> Circuit Courtrooms (3 existing)       | 12,000            |                  |
| Court Support                                  | 12,200            |                  |
| State's Attorney                               | 1,100             |                  |
| Grand Jury                                     | 3,100             |                  |
| <b>Subtotal</b>                                | <b>28,400</b>     | <b>31,000</b>    |
| <b>6</b> District Court - Specialty Courtrooms | 1,900             |                  |
| District Court - Court Support                 | 4,800             |                  |
| District Court - ADR                           | 1,500             |                  |
| District Court - HEESU                         | 1,900             |                  |
| <b>Subtotal</b>                                | <b>10,100</b>     | <b>14,000</b>    |

Table 7-4  
District Court Occupancy Scenario in Courthouse East

Three new courtrooms were added on the fourth floor to bring the total 11 courtrooms for the civil division of the Circuit Court. The Orphan's Court and Register of Wills are located on the third floor. The estimated cost for this new scenario for Courthouse East ranged between \$3.7 million and \$3.8 million. This cost would be added to the proposed base cost noted in Chapter 9 for the renovation of Courthouse East. Figure 7-7 illustrates the blocking and stacking concept for this proposed option.

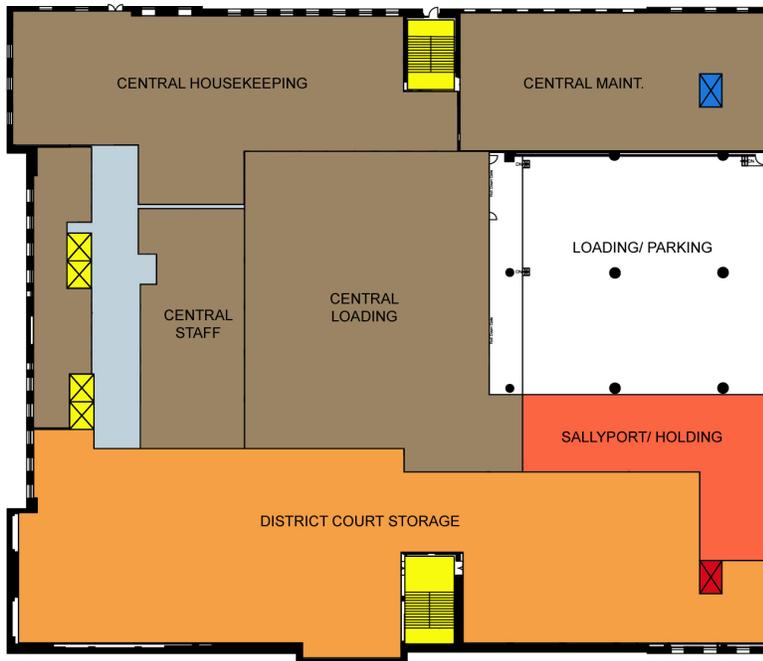
Figure 7-7  
Courthouse East



Lower Floor 2

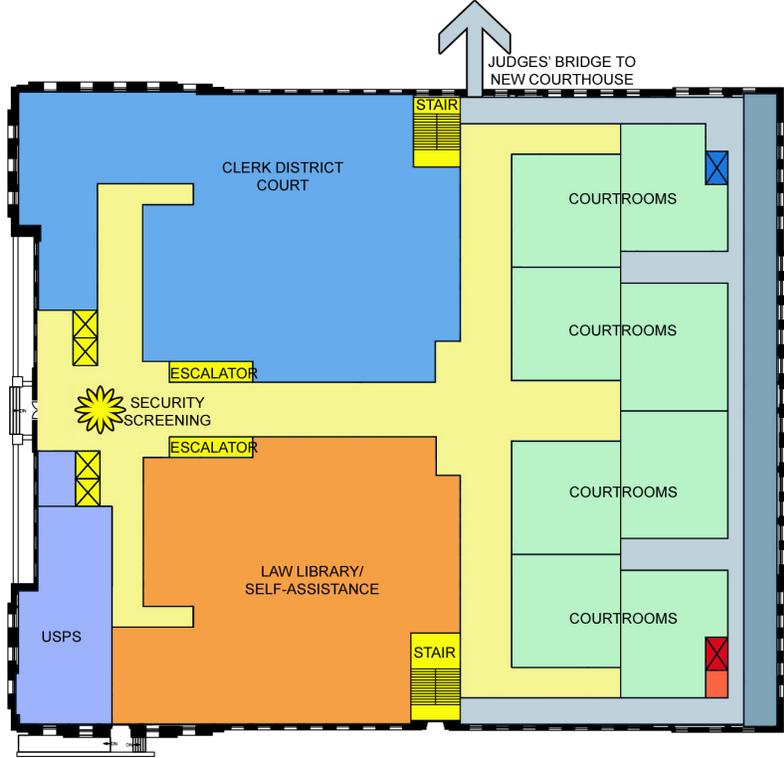
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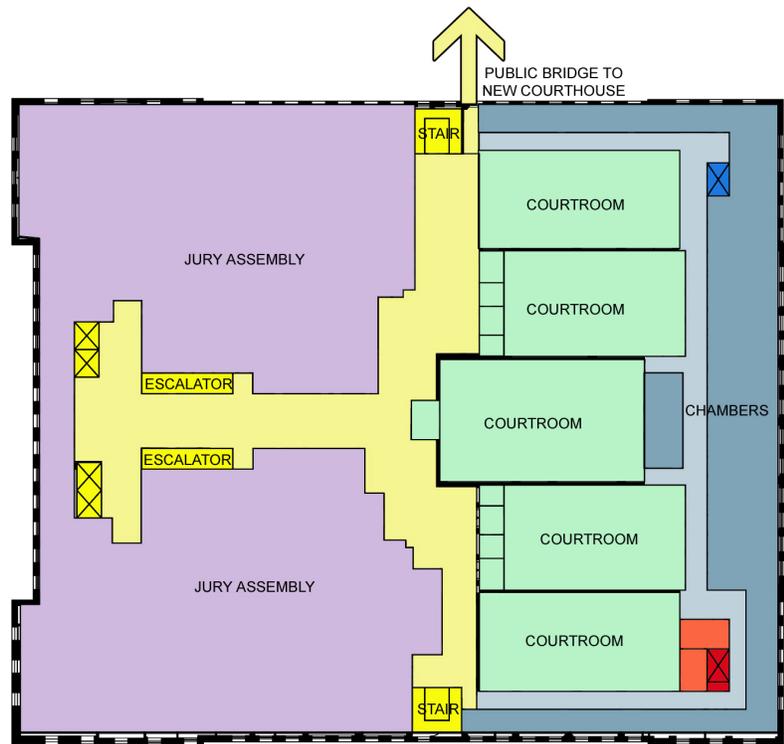


Lower Floor 1

Figure 7-7 continued  
Courthouse East



First Floor

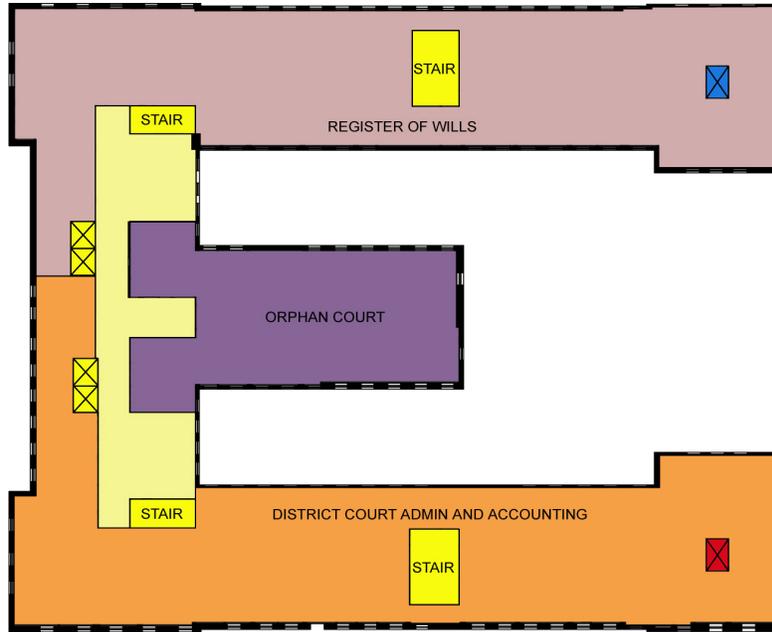


Second Floor

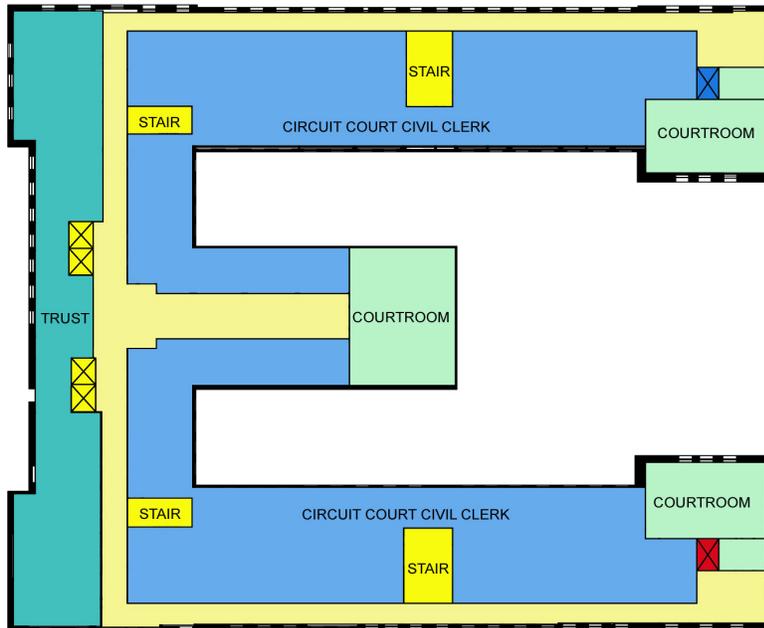
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Figure 7-7 continued  
Courthouse East



Third Floor

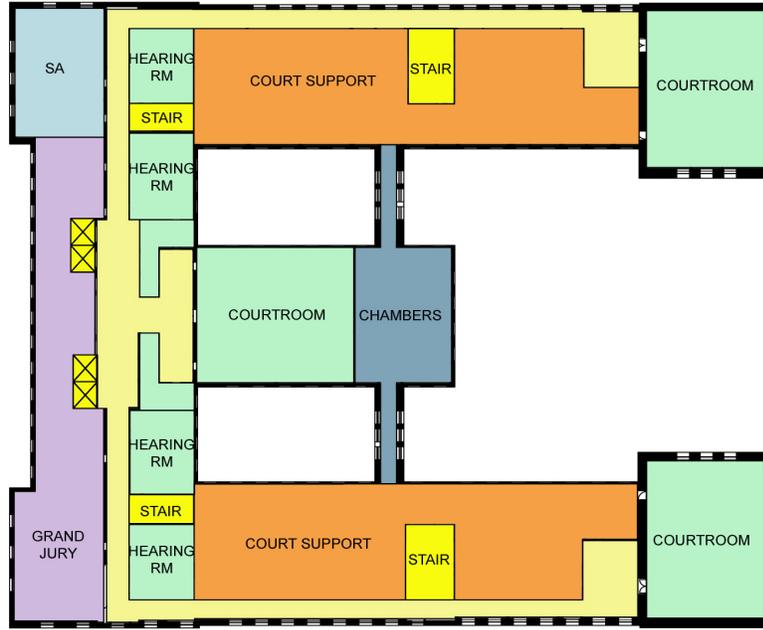


Fourth Floor

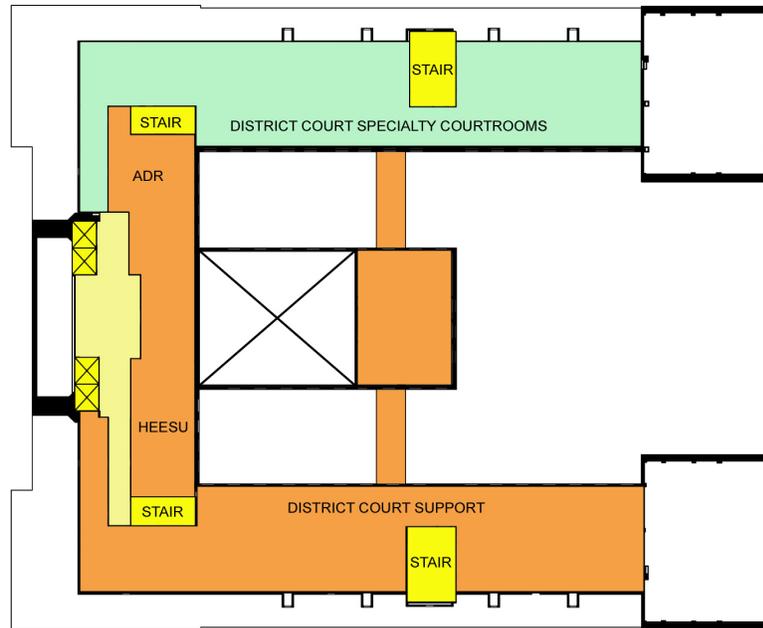
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- CIVIL COURTROOM
- CLERK
- PUBLIC DEFENDER
- JURY
- REGISTER OF WILLS
- RENTABLE
- JUVENILE JUSTICE CENTER

Figure 7-7 continued  
Courthouse East



Fifth Floor



Sixth Floor

**LEGEND**

- IN-CUSTODY CIRCULATION
- PUBLIC CIRCULATION
- JUDICIAL CHAMBERS, SUPPORT AND CIRCULATION
- FAMILY COURTROOM
- COURT SUPPORT
- STATE'S ATTORNEY OFFICE
- DEPT OF JV JUSTICE
- ORPHANS COURT
- USPS
- BUILDING SUPPORT
- EXISTING COURTROOM
- SHERIFF
- PUBLIC
- JUVENILE COURTROOM
- CIVIL COURTROOM
- CLERK
- PUBLIC DEFENDER
- JURY
- REGISTER OF WILLS
- RENTABLE
- JUVENILE JUSTICE CENTER

**Planning Decision**

At the December 10, 2010 meeting, District Court representatives indicated that the proposed program and planning study by AECOM met their overall goals for their future needs. The District Court representatives also mentioned that their current plan was to house the civil division in the renovated and expanded Shillman Building located at 500 N. Calvert Street, however, they would consider the Circuit Court scenario if they were unable secure the location in the Shillman Building faster than the City receives approval for planning/design of Courthouse East. Completion for renovating Courthouse East is estimated to last five and half years from start of design.

**Summary – Courthouse East**

The Mitchell and Courthouse East buildings are valuable physical resources that should be continually use by the Circuit Court. Occupying them with the court agencies as identified this chapter will easily achieve the six goals set out by the executive committee. Those goals include:

1. Housing the needs of the family and juvenile court system,
2. Using a valuable and historic resource for Baltimore city,
3. Handling the functional and security needs that will enhance the operation of the Circuit Court,
4. Accommodating the 20-year spatial needs of the Circuit Court, and
5. Providing the “Best Value” to Baltimore City.