TITLE 81 - JAIL STANDARDS BOARD

CHAPTER 15 - STANDARDS FOR JAIL FACILITIES - NEW FACILITY DESIGN AND CONSTRUCTION

**001** It is the policy of the State of Nebraska that all newly constructed or renovated jail facilities where the aggregate cost of such construction or renovation exceeds $5,000 shall conform to the minimum standards for planning, design and construction established herein.

**002 Applicability**. All standards established in this chapter, except to the extent exceptions are stated, shall apply to each newly constructed holding and detention facility. In the case of renovation, it is the intent of the Board that only the part of the facility which is to be renovated is required to come into complete compliance with the applicable standards of this chapter.

**002.01** General maintenance and upkeep of the facility or expenditures totaling less than $5,000 within a calendar year for minor renovation shall not invoke the application of these Standards for existing facilities. However, any such renovation, repair or maintenance of the physical structure, fixtures, equipment or furnishings should lead towards compliance with these Standards.

**002.02** The Board and the Jail Standards Division retain the right to evaluate each new construction or renovation on an individual basis. The overall design and specifics will be worked out between the Jail Standards Division, local governing body, and the architect, subject to final approval by the Board.

**002.03 Equivalencies**. The specific requirements of this Chapter may be modified by the Jail Standards Board on an individual basis to allow alternative arrangements that would, in the Board's ~~judgement~~judgment, provide at least equivalent conditions in design and construction as would be afforded by compliance with the corresponding Standards contained in this Chapter.

**002.03A** When the modification of a Standard is desired for a specific project, the responsible governing body shall submit a written request to the Board stating the justification for the requested modification and documentation of how the proposed modification will provide conditions at least equivalent to the corresponding Standard.

**002.03B** The modification, if granted, shall apply only to the petitioner for the specific construction or renovation project cited.

**003 Code Compliance**. In addition to these Standards, all new construction and renovation

shall comply with the building, safety and health codes of the local authority and the applicable requirements of the State Fire Marshal. Standards which exceed those of the local authority shall take precedence.

**004 Notification**. Prior to needs assessment and program planning for any renovation or development of new construction plans where the estimated aggregate cost of such renovation or construction exceeds $5,000, the governing body shall submit a letter of intent specifying the type of facility, whether the project involves new construction or renovation of an existing facility, and the anticipated construction period. Upon receipt of written notification, the Jail Standards Division will advise the governing body of the availability of its technical assistance resources and be available to review plans and make recommendations throughout the planning process.

**005 Planning**. The Jail Standards Division ~~must~~shall receive reasonable advance notice of and be provided the opportunity to participate in any preliminary planning meetings among interested parties such as the facility administrator, governing body, and the consultant or architect.

**005.01 Program Documentation**. The development of program documentation for the purpose of providing the basis upon which architectural plans are drawn is required for all new construction projects. The Jail Standards Division may require program documentation for major renovation projects. When required, program documentation shall be developed by the facility administrator and consultant or architect and should include the following:

**005.01A** Type of facility to be constructed or renovated;

**005.01B** Written statement of the problems which require facility renovation or construction;

**005.01C** Description of the anticipated inmate population including the classifications to be housed and the security levels to be provided;

**005.01D** Number of beds to be provided for each of the primary classifications and the total capacity;

**005.01E** Description of all functions, basic policies and supporting data for:

**005.01E1** Reception and release;

**005.01E2** Inmate housing;

**005.01E3** Visiting and confidential interview;

**005.01E4** Food service;

**005.01E5** Laundry, housekeeping and storage areas;

**005.01E6** Medical and mental health services;

**005.01E7** Indoor and outdoor exercise;

**005.01E8** Programs;

**005.01E9** Administrative, public and staff areas;

**005.01E10** Inmate movement within the facility;

**005.01E11** Methods of entry and exit from the facility;

**005.01E12** Staff communications;

**005.01E13** Security and surveillance systems; and

**005.01E14** Inmate transportation and holding facilities if jail is to be built away from courthouse.

**005.01F** Description of the type, number, size and relationship of all renovated or newly constructed spaces;

**005.01G** Staffing plan which includes, at a minimum, a description of all job titles and functions, breakdown of projected staffing requirements by shift, and total projected number of staff;

**005.01H** Initial construction cost estimate and estimated annual operating costs;

**005.01I** Site plan. The program statement shall be submitted to the Jail Standards Division for review and comment prior to the development of any schematic architectural plans.

**005.02 Submission of Architectural Design Documents**. A copy of all architectural design documents shall be submitted to the Jail Standards Division for review and ~~comment~~approval at the following times:

**005.02A** At completion of schematic drawings;

**005.02B** At approximately 60% completion of working drawings; and

**005.02C** At completion of working drawings and specifications. A copy of all plans and specifications shall be submitted to the Nebraska State Fire Marshal for review as prescribed by the agency's rules.

**005.03 Letting of Contracts**. Contracts shall not be let until approval of final documents as in compliance with these Standards is received by the governing body in writing from the Board. No addenda, change orders, or modifications which may affect compliance with these Standards shall be made to such final documents except upon approval of the Jail Standards Division staff.

**005.04 Occupancy**. Final inspection to determine compliance with the approved plans should be made by the Jail Standards Division staff prior to acceptance by the owner.

**006 General Conditions**. All newly constructed and renovated jail facilities shall conform to the following general conditions:

**006.01 Artificial Light**. Artificial lighting in all inmate living areas shall provide the capability of at least twenty (20) foot candles of light measured three feet above the floor. Artificial lighting in all work or study areas apart from inmate living areas shall provide the capability of at least fifty (50) foot candles measured three feet above the floor. Night lighting shall be provided which permits adequate visibility for supervision, but does not hinder restful sleep.

**006.02 Natural Light**. All inmate living areas shall provide visual access to natural light.

**006.02A New Construction, Cell Areas**. In all new construction, there shall be a window in each cell which provides at least three (3) square feet of clear glazed area to the exterior or the cells shall open into a dayroom with windows which provide visual access to a clear glazed area to the exterior that is at least the equivalent of the amount required for all of the cells served by the dayroom.

**006.02B New Construction, Dormitories**. There shall be windows in dormitories with a capacity of ten or less which provide visual access to at least ten (10) square feet of clear glazed area to the exterior. In dormitories with a capacity of more than ten, the amount of clear glazed area required shall be increased by at least five (5) square feet for every ten (10) additional beds or fraction thereof.

**006.02C** A combination of windows and skylights may be utilized to meet the quantitative requirements for windows in living areas.

**006.02D Renovation**. In all renovated facilities, all living areas shall provide visual access to natural light. If windows are replaced as part of the renovation project, natural light requirements for new construction shall be applied.

**006.02E Window Design**. Windows in housing areas of higher than minimum security that are directly accessible to inmates shall be of the detention type which have maximum of five (5) inches clear opening between framing members.

Glass and glazing materials and window framing shall have the proper security values for the area in which they are used. All window framing in secure areas shall be properly anchored in reinforced walls.

**006.03 Acoustics**. Sustained noise levels within inmate occupied areas shall not average higher than seventy (70) decibels. Long, hard and non-textured surfaces should be avoided to reduce reverberation of sound.

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

**006.05 Ventilation Systems**. Ventilation systems shall insure circulation of fresh or purified air sufficient to draw off foul air or odors. A minimum of ten (10) cubic feet per minute interchange rate for each inmate is required for the jail facility's rated capacity.

**006.06 Parking**. Sufficient parking for visitors and official vehicles shall be provided on the site or through the availability of city street parking or public access parking lots located in the vicinity of the site.

**006.07 Public Accommodations**. A public lobby or waiting area shall be provided which includes sufficient seating, toilets and drinking fountains.

**006.07A** Public access to security and administrative work areas shall be restricted.

**006.07B** All public areas of the facility shall be accessible to handicapped persons.

**006.08 Administrative Areas**. Sufficient space shall be provided for administrative and clerical personnel.

**006.08A** Locker space, toilets, showers, and dressing areas of the facility should be provided for facility employees.

**006.08B** An area should be provided for conference and staff training.

**006.09 Reception and Release Area**. All jail facilities except for ancillary facilities where the reception and release function is not performed, shall provide a reception and release area which is adequate in size and properly equipped to insure the orderly and secure admission and release of inmates. It shall be located within the security perimeter away from the public, but apart from other inmate living and activity areas. It shall include the following components:

**006.09A** Vehicular sallyport;

**006.09B** Weapons lockers located in the vehicular sallyport and outside entrances to the security perimeter of the facility. Weapons lockers shall be equipped with individual compartments, each with an individual lock and key;

**006.09C** Booking, photograph, fingerprint, and prisoner identification areas;

**006.09D** Space for breathalyzer~~;~~ if utilized in the jail.

**006.09E** Shower/strip search areas. Modesty screening shall be provided which would permit showering and dressing out inmates which are not strip searched;

**006.09F** Secure vault or storage space for inmate valuables. Also storage space sufficient to accommodate large items of inmates' personal property separately and securely shall be provided;

**006.09G** Space for storage and issue of clothing and sundries such as linens, blankets, soaps, toilet paper, towels, toiletries, shoes and possibly mattresses;

**006.09H** Telephone facilities;

**006.09I** One or more temporary holding cells shall be provided to temporarily detain inmates for up to eight (8) hours pending booking, court appearance, housing assignment, or release.

> **006.09I1** Temporary holding cells may be designed for multiple occupancy and shall provide at least twenty-five (25) square feet of floor space for each inmate at their rated capacity, but shall be no smaller than fifty (50) square feet.
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> **006.09I2** Temporary holding cells shall be equipped with benches which provide sufficient seating to accommodate all persons at capacity, a high security toilet, wash basin with hot and cold running water, and drinking fountain. Modesty screening of toilet areas should be provided.

**006.09J** One or more detoxification cells shall be provided to temporarily detain intoxicated persons or other inmates who pose a danger to themselves or others.

> **006.09J1** Detoxification cells may be designed to house up to six (6) persons and shall provide at least twenty-five (25) square feet of floor space per inmate at their rated capacity, but shall be no smaller than fifty (50) square feet.
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> **006.09J2** Detoxification cells shall be equipped with a high security toilet, wash basin with hot and cold running water, and drinking fountain,

flushable floor drain and low benches. Modesty screening of toilet areas should be provided.

**006.09J3** Detoxification cells shall be readily observable by staff.

**006.10 Medical Service**. All jail facilities shall provide space for routine medical examinations, emergency first-aid, emergency equipment storage, and secure medicine storage and dispensing.

**006.11 Separate Housing**. The design shall provide for the adequate separation of inmate classifications to be held in the facility as required in Chapter 5.003. The design should also provide for separate housing of work release inmates from the general population.

**006.12 Confidential Interview**. All jail facilities shall provide a sufficient number of interview areas, but no less than one (1), to accommodate the projected demand of visits by attorneys, counselors, ministers, or probation and parole officers. Interview areas shall be sufficient in size to accommodate four (4) persons and be acoustically private to satisfy the needs of confidential interviews.

**006.13 Food Service**. In jail facilities where in-house food service is provided, the kitchen shall have adequate space available for food preparation, disposal, and clean-up to serve the facility at its rated capacity. It shall be properly equipped and have adequate storage space for the quantity of food prepared and served. Provisions shall be made for the secure storage of kitchen knives and other utensils.

**006.14 Janitor's closet**. In all newly constructed detention facilities, at least one secure janitor's closet containing a mop sink and sufficient space for storage of cleaning supplies and equipment shall be provided within the security perimeter of the facility. In all renovated or holding facilities, a janitor's closet must be provided that is conveniently located.

**006.15 Laundry**. In all jail facilities where in-house laundry service is provided, there shall be sufficient space available for heavy-duty or commercial type washer(s), dryer(s), soiled clothing storage, clean laundry storage, and laundry supply storage.

**006.16 Staff Posts**. In all jail facilities, there shall be one or more staff posts located in close proximity of inmate housing areas in order to hear and respond promptly to disturbances or calls for help.

**006.16A** At least one (1) staff post shall be provided on each floor of inmate housing.

**006.16B Control Center**. In all newly constructed detention facilities, one (1) staff post shall be a control center. The control center shall be designed to be

secure from unauthorized access. Entrances to the security perimeter shall be controlled from the control center. The control center should be equipped with release switches to open all cell doors in the event of an emergency.

**006.17 Electronic Surveillance and Communication Systems**. The security area of all jail facilities ~~should~~shall be equipped with an audio electronic surveillance and communication system designed to allow monitoring of activities and to allow inmates to communicate emergency needs to facility employees. Closed circuit television should primarily be used to verify identity of persons where direct vision is not possible. Closed circuit television shall not be used to monitor the interior of cell space and is not recommended for monitoring of dayroom or program space.

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

**006.19 Shower Facilities**. Each housing unit shall provide access to at least one (1) shower for each twelve (12) inmates or fraction thereof. Showers shall provide hot and cold or tempered running water.

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

**006.21 Paint**. Light, soft-toned washable paint shall be predominantly used for untiled walls and metalwork in the facility. Bright or dark toned accent walls or features are encouraged.

**006.22 Hardware**. All locks and detention hardware shall have the proper security value for the areas in which they are used. The use of padlocks in the place of a security lock on any door or window is prohibited.

**006.23 Expansion Capability**. Consideration of future expansion of bedspace capacity and support areas should be given in the site selection and planning of new jail facilities.

**007 Holding Facilities**. In addition to the general conditions, all newly constructed or renovated holding facilities shall conform to the following requirements:

**007.01** All cells shall be designed for single occupancy and shall provide at least fifty (50) square feet of floor space.

**007.02** All cells shall have a minimum width of at least six (6) feet and a minimum floor to ceiling height of eight (8) feet.

**007.03** All cells shall be equipped with at least a bunk, toilet, wash basin with hot and cold running water, drinking fountain, and a mirror.

**008 Detention Facilities**. In addition to the general conditions, all newly constructed or renovated detention facilities shall conform to the following requirements:

**008.01** The Jail Standards Board recommends that all inmate housing, except for dormitories, be designed for single occupancy; however, this is not a requirement. Single occupancy design requirements for each construction or renovation project will be approved on an individual basis by the Jail Standards Board, working with the responsible governing body and the architect. Single occupancy design requirements shall be based on historical data developed through prearchitectural programming which indicates the amount of single occupancy housing required.

**008.02** Single occupancy cells shall provide at least sixty (60) square feet of floor space and shall be equipped with at least a toilet, mirror, wash basin with hot and cold running water, drinking fountain, table, seating, storage shelf or compartment, clothes hooks and a bunk.

**008.03** Multiple occupancy cells shall provide at least forty-five (45) square feet of floor space per inmate at the cells' rated capacity and shall be equipped with at least a bunk, storage shelf or compartment, and clothes hook for each inmate at the cells rated capacity. A toilet, wash basin with hot and cold running water, drinking fountain, mirror, table, and seating shall also be provided.

**008.04 Dayrooms**. Dayroom space which provides a minimum of thirty-five (35) square feet of floor space per inmate at capacity, exclusive of a three (3) foot circulation area in front of cell door openings, shall be available adjacent to all single and multiple occupancy cells in each housing unit.

**008.04A** Dayrooms shall be equipped with at least a shower and tables and seating sufficient for all inmates. Dayrooms should provide access to outlets for telephone and television hook-up.

**008.04B** Where inmates do not have continuous access to their cells, dayrooms shall also be equipped with a toilet and a wash basin with hot and cold running water.

**008.04C** Access to dayrooms in maximum security areas should be through security vestibules.

**008.05 Dormitories**. Dormitory units shall provide a minimum of seventy (70) square feet of floor space per inmate including both sleeping and dayroom areas and shall be equipped with at least one (1) toilet and one (1) wash basin with hot and cold running

water for each eight (8) inmates or fraction thereof, one (1) shower, drinking fountain, and mirror for each twelve (12) inmates or fraction thereof, and one (1) bunk for each inmate at rated capacity, and sufficient tables and seating for all inmates at rated capacity.

**008.05A** Dormitories are permitted in minimum security areas only.

**008.05B** Dormitory units shall be designed to hold no more than forty-eight (48) inmates.

**008.05C** Dormitory units should provide individual partitioned sleeping areas for inmates utilizing partial height screen walls or similar means to accommodate a moderate amount of privacy.

**008.06 Isolation and Administrative Segregation**. Isolation or administrative segregation cells shall provide at least seventy (70) square feet of floor space and shall be designed for single occupancy. Isolation or administrative segregation cells shall be equipped with at least a toilet, wash basin with hot and cold running water, drinking fountain, mirror, table and seating, shelf, and a bunk. If access to a dayroom is available, at least sixty (60) square feet of floor space shall be provided.

**008.07 Program and Indoor Exercise Areas**. Adequate space shall be provided for programs, exercise, and recreation for inmates in all detention facilities. At least one (1) multiple purpose room located near the inmate's housing unit is required. The space available shall be sufficient to accommodate the projected facility capacity, exercise and program offerings, the maximum number of users at any one time, and the requirements of Chapter 7.003 and Chapter 8.

**008.08 Visitation Areas**. Adequate visiting space shall be provided to accommodate the demand created by the projected number of visitors, visiting schedule, and the requirements of Chapter 9.003. These areas may provide for ~~either~~ contact ~~or~~, non-contact or video visitation. Non-contact visiting areas should consist of one or more visitation booths which provide complete separation of visitor and inmate. Each booth should provide telephones, seating and countertop space for both visitor and inmate. The vision panel between the visitor and inmate should be a high security glazing material that is sufficient in size to allow reasonable visibility. Privacy partitions should be provided between booths and sound absorbing materials should be utilized to reduce noise and provide privacy during visits. Video visitation areas should consist of one or more visitation booths which provide visual and auditory contact between the visitor and the inmate. Privacy partitions should be provided and sound absorbing materials should be utilized to reduce noise and provide privacy during visits

**008.09 Outdoor Exercise Areas**. Sufficient outdoor exercise space shall be provided to accommodate the projected facility capacity, the exercise functions for which the space will be utilized, the maximum number of users at any one time and the requirement of

Chapter 7.003. At least one exercise area of not less than 600 sq. ft. shall be provided.

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EFFECTIVE DATE: August 9, 1980

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