

Minutes
Architectural Review Council
July 29, 2016 at 12:00 PM
Planning, Design & Construction
Conference Room 235 Stadium

Members Present:

Carlos Alfonso, Alfonso Architects,
Jason Scott Alread, Design, Construction & Planning
Harold Barrant, Chair, Planning, Design & Construction
Billy Brame, Brame Heck Architects
Carlos Dougnac, AVP, Planning, Design & Construction
Charlie Hailey, Design, Construction & Planning
Cydney McGlothlin, Planning, Design & Construction
Susan Tate, Design, Construction & Planning

Members Absent:

David Conner, David Conner & Associates
Morris (Marty) Hylton, Design, Construction & Planning

Visitors Present:

Megan Forbes, English Language Institute, Chair-LUFPC
Linda Dixon, Planning, Design & Construction
Eric Lewis, Planning, Design & Construction
Melissa Thomas, Planning, Design & Construction
Susan Webster, Student Government
Ty Robare, Student Government
David Manfredi, Eikus Manfredi Architects
Michael O'Keefe, Eikus Manfredi Architects
John Martin, Eikus Manfredi Architects

The University Architectural Review Council members met in Planning, Design & Construction, 235 Conference Room. Carlos Dougnac called the Architectural Review Council meeting to order at 12:00 PM. He asked everyone to introduce themselves and where they were from.

I. OTHER BUISNESS

Architectural Review Council – Information only

Carlos Dougnac

The following topics were discussed;

- The need for an Architectural Review Council. The operation of the Architectural Review Council (ARC) will be geared toward projects that significantly affect the architecture and open space on campus thus needing additional review. These projects will go before the ARC for review for the purpose of advising the Land Use Committee. The ARC is not charged with approving the Architecture on campus but generating a professional opinion and offering suggestions for improvement- thus helping the current committees review and report correctly on current projects.
- This council will be the steering committee for UF consultants working on Design Guidelines to help facilitate current and ongoing projects. The ARC will also maintain and alter these Guidelines as they see fit.
- This council will not just review the basics of architectural design: form, proportion, etc. but will also address open space as well as global architectural issues such as contextualism, modernism etc.
- There will be students from Student Government invited to open meetings to represent the voice of the student body on the projects that will be reviewed. We are looking for insight from them for the future.
- The Consultants (Eikus-Manfredi) will be guiding us along with the University Architect (Harold Barrant) on campus design guidelines for architecture of the buildings as well as landscape.
- It was stated that projects coming to this council should come early in the process to have an influence on the design of the project.... at early conceptual instead of waiting for the design development phases. We will be looking at the sustainable aspects and the environmental aspects of the existing space when reviewing projects as well.
- Carlos asked about the length of service - How long? The council deliberated some assumed 2 to 3 years. With further deliberation 3 years were agreed upon by the council with staggered terms for continuity.
- It was asked, how many meetings per year? The council thought it would be driven by need, but there will be Project Managers needing to schedule the council for guidance prior to meeting with the Land Use committee; therefore it was decided to meet monthly.

This will be an open meeting and it will be posted on the Planning, Design and Construction website, similar to how the current committees are posted. The Council will also receive electronic updates on projects as they become available to aid review.

- For each project reviewed, the council may meet on this project multiple times during various design phases to help give guidance prior to going thru to the Land Use committee. Land Use would like to be notified when a project has satisfied the ARC and is ready for review by Land Use.
- Project submittal drawings and other information items, for example, Design guidelines, will be added to SharePoint for each member to review at will and to aid collaboration during the project updates and corrections. These items may be discussed as information items on the agenda for the council to deliberate during the meetings.
- There will be a place in SharePoint for the ARC reviews. There will be automatic emails that go out to the council when there has been projects placed in SharePoint for review. The consultants can make comments and request additional information. Carlos will work with Jodi Chase to implement the automation of the SharePoint process.
- It was asked, “What do we feel are the minimum requirements of the submittals?” Carlos suggested, renderings at eye level with context, shades, and shadows to help evaluate how a user would experience the building or space. Carlos asked that each ARC member email him a list of what they need to see in a submittal to facilitate a proper review.
- The ARC defended the use of scale models to show the user groups and/or donors the spatial relations within the project as well as surrounding building environments. That leads to a better understanding of the project. It was suggested that the ARC should champion the creation of a 1:40 scale model of the main campus to which consultants could add their proposed buildings to evaluate massing etc. Planning, Design & Construction can contribute campus Revit models to aid consultants model their buildings in context
- It was stated during the discussion there should be By-Laws written for the council. It was suggested to have a philosophy or mission statement written as a preamble to the Design Guidelines. Susan Tate, Linda Dixon and the University Architect, Harold Barrant, will work on drafting such a statement. Susan also suggested this council to work on highlighting the historic district and updated the design guidelines for this area. It was also asked, do we need the Preservation of Historic Building Sites (PHBS) committee any longer? The members thought this council would better service the needs of the University. No decision was made on that statement.

- The ARC – Chair (Harold Barrant) and Carlos Dougnac will handle the initial review of the projects approved by CPPAP and determine which should be reviewed by the ARC. Those projects will be loaded into the SharePoint site and then the automatic notification to the ARC members will let them know when the project is ready for review.
- ARC members may post comments on SharePoint for the Architects/Engineering Firms working on the design of the projects. Consultants may respond to explain the vision of the project and bring up any foreseen problems in an attempt to solve them on the front end at conceptual instead of later in the design or construction phase. This will allow ARC to comment and make recommendations on how to proceed with the project, so that, when the Land Use committee reviews they will be able to see the comments or recommendations of the ARC committee before making a decision on the approval of the project.
- It is expected that most of the time, the user groups and/or donors will take the recommendations of the committees, but there will be times the donor or user will be specific in what they want and it is up to the ARC to guide them correctly to help facilitate the execution of the project.
- The final discussion point of the ARC, the chair, Harold Barrant, reviewed the role of the University Architect as liaison to the ARC and familiarized members to the current duties of the University Architect.

There being no further business to discuss, the meeting adjourned at 1:39 PM.