

PRESENTATIONS TO THE LAND USE & FACILITIES PLANNING COMMITTEE

Introduction:

The Land Use and Facilities Planning Committee is responsible for the review of all major, and many minor, development projects on campus. Other committees may have some responsibility in this review, including Lakes, Vegetation & Landscape, Transportation and Parking, and Preservation of Historic Buildings & Sites. These committees forward their recommendations to the Land Use Committee for consideration of the overall project prior to the LUFPC Committee's final recommendation to the Vice President for Finance and Administration. The presentation to this committee is an important and perhaps crucial element in seeking project approval.

The LUFPC Committee may review the project several times. Most major projects will be reviewed at the following stages: Programming (site selection), Schematic Design (footprint approval and preliminary building design elevations) and Design Development (final building design elevations). Schematic Design/Design Development approval may be sought jointly in Design/Build projects. The Committee is particularly concerned with the impact that particular projects have on the entire campus. Project Managers should be familiar with the committee's role and process prior to project presentation. Maps and appropriate materials will be provided one week in advance unless approved by the Chairman. These materials may be transmitted through email to reduce reproduction costs and allow the members easy access.

Presentation Format:

1. Introduction – Identify the specific location(s) considered, project justification, land use designation in master plan and paths of travel to and from proposed project site including existing sidewalks, bus stops and buildings. Provide proposed funding source(s) and other issues (i.e. accreditation, programmatic needs) relating to the proposed project and master plan checklist.
2. Identify specific purpose of presentation: Approval, Information or Follow-up and project phase: Programming, Schematic Design, Design Development. Include status of LEEDS certification process.
3. Graphics – Power point presentations, maps, slides, diagrams, boards, models are all useful tools and should be used to provide clarity and understanding of the project.
4. Presentations should be limited to 10 minutes with 15 minutes for questions and discussion. Recommendations from the other committees will be provided to LUFPC Committee at time of the presentation.
5. The Project Manager will make the presentation. Other members of the Project Team should be present to respond to questions on specific aspects of the project. These members may include Academic or Department Heads, individual familiar with the technical aspects of the project (i.e. Civil Engineer) or other User Group representatives.
6. All new buildings will apply for LEEDS Certification.

Contacts:

Questions may be directed to the Chair (Dave Stopka dstopka@hhp.ufl.edu or Director of Facilities Planning & Construction (Carol Walker cjw@ufl.edu).

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