

University of Florida
Land Use & Facilities Planning Committee
Role & Responsibilities

Role:

The Land Use and Facilities Planning Committee (LUFP) in conjunction with the Lakes, Vegetation, and Landscaping Committee, the Preservation of Historic Buildings and Sites Committee, and the Parking and Transportation Committee will be responsible for providing recommendations on the overall appearance and development of the campus to the Vice President of Finance and Administration. The LUFP shall also provide recommendations regarding the enforcement of the UF Master Plan policies and guidelines.

Responsibilities:

1. Participate in the development and updating of the UF Master Plan.
2. Monitor the execution of the UF Master Plan.
 - A. Review and recommend approval/denial of all project sites during the programming phase.
 - B. Review and recommend approval/denial of building footprints during the schematic design phase.
 - C. Review and recommend approval/denial of architectural design of buildings and landscaping, building additions/renovations, and utility projects during the design development phase.
 - D. Provide input on minor projects (\$1M and less) that impact the footprint, impact a building exterior or impact a potential historic building's interior.
 - E. Assist in upholding the policies, procedures and standards set by the UF Master Plan
3. Recommend policies for land use and facilities development. The LUFP will review and recommend approval/denial of all requests for land use changes.

4. Work with other committees (Lakes, Vegetation and Landscaping Committee, Preservation of Historic Buildings and Sites Committee, Parking and Transportation Committee) in an integrated and holistic approach to campus planning and development.

Membership:

- A. Five (5) E&G members (including one (1) representative of Academic Affairs appointed by the Provost)
- B. Three (3) Health Center members (maximum: 1 administrator)**
- C. Three (3) IFAS members (maximum: 1 administrator)**
- D. One (1) Finance and Administration administrator**
- E. One (1) Student Affairs faculty member or administrator**
- F. Director of UF Facilities Planning and Construction*
- G. Director of IFAS Facility Operations*
- H. Director of Parking and Transportation*
- I. Director of Physical Plant*
- J. Chairperson of the Lakes, Vegetation and Landscaping Committee
- K. Chairperson of the Preservation of Historic Buildings and Sites Committee
- L. Chairperson of the Parking and Transportation Committee
- M. Representative from the City of Gainesville*
- N. Representative from the Alachua County Commission*
- O. One (1) student from the College of Design, Construction and Planning
- P. Two (2) at-large student members
- Q. One (1) ADA representative*
- R. One (1) USPS staff member
- S. One University Athletic Association representative*

* ex-officio members (non-voting)

** administrators defined as appointed >50% FTE in an administrative role

Term of Appointment:

Non-student members shall be appointed for a three (3) year term, staggered so that one-third of the members will be newly appointed each year. Students shall be appointed for a one (1) year term. No person other than ex officio members shall be appointed for more than two (2) consecutive terms.

Process:

1. Upon inclusion on the SUS Capital Implementation Plan (CIP) Three Year Budget, each project will be brought to the Preservation of Historic Buildings and Sites Committee, the Parking and Transportation Committee, and the Lakes, Vegetation and Landscaping Committee prior to the UF Land Use and Facilities Planning Committee. Off-campus projects are excluded from this process.
 - A. During the programming phase, the committee will provide preliminary review of the proposed land use and siting options, and recommend approval/denial of these options.
 - B. During the schematic design phase, the committee will review and recommend approval/denial of building footprints and initial development of the site plan and exterior building design.
 - C. During the design development phase, the committee will review and recommend approval/denial of final architectural design for interior and exterior details, including landscaping, of buildings, building additions/renovations, and utility projects.
2. The LUFP Committee will forward its recommendations to the Vice President for Finance and Administration, along with meeting minutes and supporting materials. Actions taken by the Vice President for Finance and Administration on these recommendations will be reported to the President, along with a copy of the LUFPC minutes and supporting materials. In cases of disagreement, the LUFPC chair will meet with the Vice President for Finance and Administration and the President to reach agreement. Upon approval, minutes of the LUFP Committee will be posted on a UF Web site.
3. All committees will develop standard formats of information required for the committee from the project managers and architects/engineers in order to evaluate and act upon the request before the committee.
4. A schedule of monthly meetings for all committees and a timeline for presentations by project phase will be utilized to expedite the approval process. A structured agenda will be utilized to allow guests to present at an appointed time.

Draft Prepared 07/05/00 by: Dr. Richard Briggs
Fred Cantrell
Carol Walker

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3/24/2004.