

MEMORANDUM

TO: University Facilities Planning Board: Susan Agre-Kippenhan - Chair, Walt Banziger - Vice Chair, Jim Becker, Kurt Blunck, Allyson Bristor, Jeff Butler, ASMSU President, Michael Everts, Joseph Fedock, Mandy Hansen, Jeff Jacobsen, Patricia Lane, Tom McCoy, Ed Mooney, Jim Rimpau, Craig Roloff, Tom Stump, Jim Thull, Kasey Welles – ASMSU, Allen Yarnell, Brenda York

FROM: Victoria Drummond, Associate Planner, Planning, Design & Construction

RE: **August 31, 2010**, meeting of the University Facilities Planning Board to be held in the **Facilities Meeting Quonset at 3:30 pm**

ITEM No. 1 – APPROVAL OF NOTES

Approval of the draft notes from the August 3, 2010.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

Report on any current Executive Committee actions.

ITEM No. 3 – CONSENT AGENDA - **Gaines Commemorative Tribute Signage**

ITEM No. 4 – RECOMMENDATION – **NSO National Solar Observatory Proposal**
Presenter – Walt Banziger, FPDC; Dana Longcope, Physics

ITEM No. 5 – RECOMMENDATION – **Herrick Food Lab Mechanical Equipment**
Presenter – Lindsay Schack, FPDC; Scott Hedglin, Architecture 118

HORIZON ITEMS

- **External Building Signage Policy**
- **Staging Discussion**
- **Seminar Materials**
- **Master Planning Issues**
- **Revisit and Update Policies**
- **MSU Heritage Properties**
- **HBO5 Amendment for lab Facility**

VCD/da

pc: Waded Cruzado, President
ASMSU President
Jody Barney, Budget and Fiscal Director, Office of Dean and Director
Patricia Chansley, Assistant to the Provost
Cathy Conover, Vice President, Communications & Public Affairs
Lisa Duffey, Assistant to the Dean of Agriculture
Heidi Gagnon, Assistant to the Vice President, Administration & Finance
Diane Heck, Administrative Associate, Provost
Jennifer Joyce, Assistant to the Vice President for Planning and CIO
Linda LaCrone, Assistant to the Vice President for Research, Creativity and Technology
Glenn Lewis, Special Assistant, Vice President, Student Affairs & Dean of Students
Shari McCoy, Assistant to the President
Sheron McIlhattan, Accounting Associate IV, University Business Services
Becky McMillan, Administrative Associate, Auxiliary Services
Kathleen McPherson-Glynn, Assistant to the Dean, Arts and Architecture
Charles Nelson, Registrar and Director of Admissions
Robert Putzke, Director, MSU Police

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
August 3, 2010**

- Members Present:** Susan Agre-Kippenhan - Chair, Walt Banziger - Vice Chair, Kurt Blunck, Ritchie Boyd for Joe Fedock, Jeff Butler, Linda LaCrone for Tom McCoy, Patricia Lane, Robert Lashaway for Craig Roloff, Jim Thull, Brenda York
- Members Absent:** Jim Becker, Allyson Bristol, Michael Everts, Mandy Hansen, Jeffrey Jacobsen, Ed Mooney, Jim Rimpau, Tom Stump, Kasey Welles – ASMSU, Allen Yarnell
- Guests:** Debbie Drews, Victoria Drummond, Karen Hedglin, Candace Mastel, Dennis Raffensperger, FPDC; Kathy Marcinko, VPR; Thomas Hughes, Cell Biology & Neuroscience; Mark Jutila, Veterinary Molecular Biology; Paula Lutz, Dean of Letters & Science

The University Facilities Planning Board met beginning at 3:30 pm to discuss the following:

ITEM No. 1 – Approval of Meeting Notes

Jim Thull moved to approve the meeting notes from July 20, 2010. Kurt Blunck seconded the motion. The meeting notes were approved unanimously.

ITEM No. 2 – Executive Committee Report

There was no action from the Executive Committee to report.

ITEM No. 3 – Consent Agenda - None

ITEM No. 4 – Recommendation – Cooley Lab Renovation

Karen Hedglin requested the board recommend approval of the Cooley Lab project building design and materials selection. MSU received an ARRA grant in 2010 to renovate the entire Cooley Lab building (exterior elevations, staging and site drawings attached). MSU chose to employ an alternative delivery method for the project and has selected Dick Anderson Construction as the contractor. The construction staging location is at the corner of 19th Street and Lincoln Street. Parking Services and Facilities Planning concur with this location for an approximate duration from October 2010 through April 2012. Sidewalk closures include: North sidewalk closure - ADA accessibility will remain at the service drive at Linfield and Taylor, also an established crosswalk; South sidewalk closure - ADA accessibility at Centennial Mall crosswalk. “Bike Lane Ends” signage will be installed at approach to Centennial Mall. The construction site fence has been reviewed and agreed upon by Lewis, Tietz and Taylor.

The scope of the project is a complete gut and rebuild of the existing facility, with the exception of the exterior brick skin. There will be new windows; a new elevator constructed on the east end of the building, which provides ADA access from the basement to the penthouse; and a new gable roof structure will enclose the new mechanical penthouse. The roof will be clad with standing seam metal and be medium grey in color. Product samples were displayed. The building will be card access only, with no public or classroom areas. The old service drive will be reduced down to an 8’ wide sidewalk with a new entry. The connection point between Cooley and Taylor will become a rock service area with mechanical equipment: a nitrogen tank, approximately 8’ tall; a cooling tower approximately 12’ tall; and a diesel emergency generator, approximately 10’ tall. A louvered screen will be placed between the two buildings with new landscaping beds in front. There is little to zero noise from the nitrogen tank; the cooling tower meets the campus noise criteria; the emergency generator does not meet the campus noise standard, but it is exempt, because it only comes on in the event that it is needed. LEED certification is required in the terms of the grant and Gold level is targeted by the team. Public art is not planned for this project. Deliveries will be made the same way they are currently being delivered at Tietz. Building Committee review and approval is complete.

The site staging plans protect existing trees and landscape. There will be small planting beds. The new landscaping is modern in appearance and streamlined, trying to reflect the appearance of Cooley. New benches and bike racks will be installed on the west elevation.

Kurt Blunck expressed concern because there is no dedicated service drive. Walt Banziger explained that this will create a better presence on the street and the long range plan is that a formal service courtyard will be developed over time. Mark Jutila interjected that currently most deliveries of routine are to be signed in at Lewis and then go to Cooley because Cooley is secure (there is no administrative office) – Lewis will remain the delivery point. Robert Lashaway suggested that the

project should look at the area fenced off by Taylor to see if there is more modification that can be done to create some hard surface pullout areas and call them service spaces.

Robert Lashaway moved to recommend endorsement of the design and materials selection of the project and that Facilities Planning will add two parking spaces in proximity to the Taylor/Cooley area. Jim Thull seconded the motion; it was approved unanimously.

ITEM No. 5 – Recommendation –Herrick Food Lab Mechanical Equipment

This item was pulled from the agenda; it will be presented at the August 17, 2010, UFPB meeting.

ITEM No. 6 – Discussion – Public Art Committee Representatives’ Terms

Current members of the UFPB-Public Art Committee Jim Thull, representing the UFPB, and Mandy Hansen, representing the Staff Senate, have both expressed interest in serving additional terms as members (both of their terms will end in September 2010). Thull has been reappointed as a representative of the UFPB and a letter has been sent to Staff Senate requesting that they recommend Hansen or someone else with a letter.

This meeting was adjourned at 4:00 p.m.

VCD:da

pc: Waded Cruzado, President
ASMSU President
Jody Barney, Budget and Fiscal Director, Office of Dean and Director
Patricia Chansley, Assistant to the Provost
Cathy Conover, Vice President, Communications & Public Affairs
Victoria Drummond, Associate Planner
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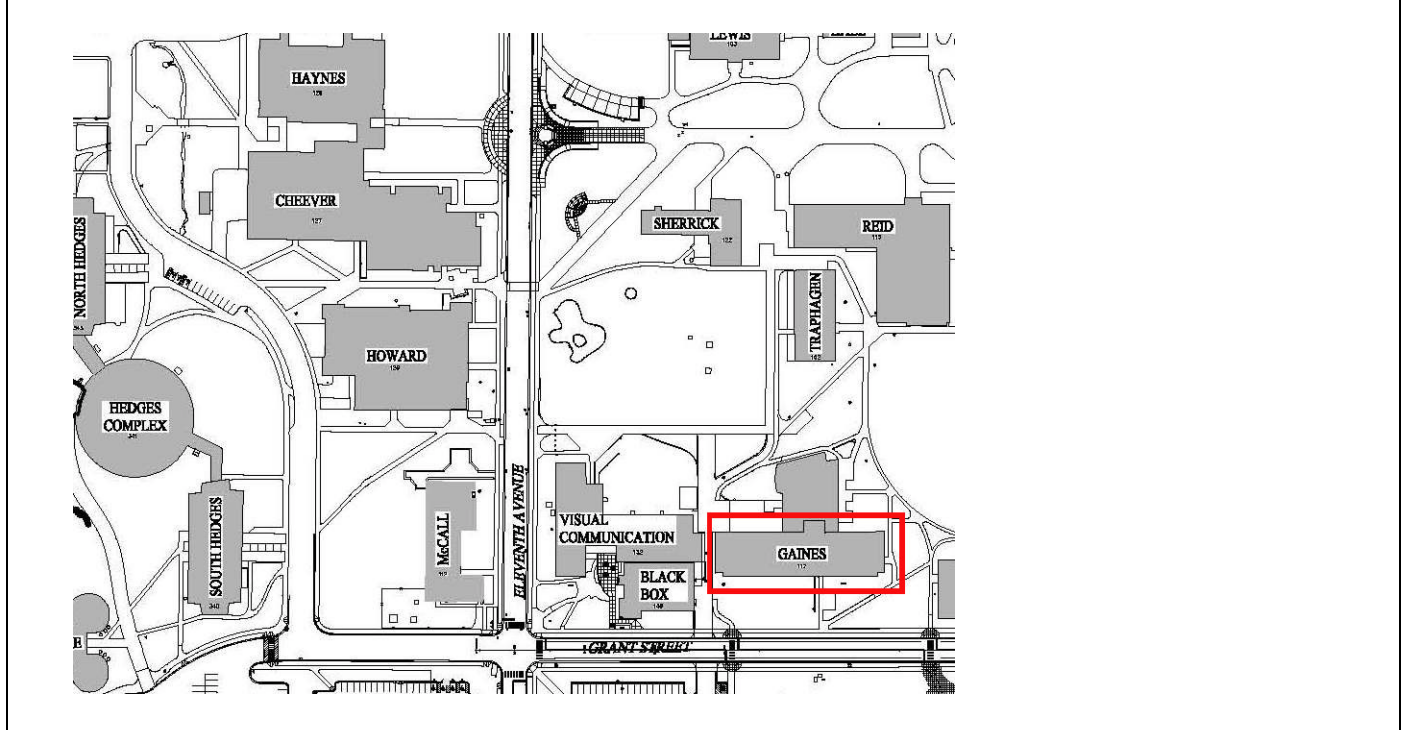
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| ITEM 3 | Gaines Commemorative Tribute Signage |
|---------------|---|

PRESENTERS:

Presenters –Lindsay Schack, FPDC Architectural Designer

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|-----------------------|-----------------|------------------|-------------------------|-------------------------------|----------|
| PROJECT PHASE: | PLANNING | SCHEMATIC | DESIGN DOCUMENTS | CONSTRUCTION DOCUMENTS | X |
|-----------------------|-----------------|------------------|-------------------------|-------------------------------|----------|

VICINITY MAP:



STAFF COMMENTS:

The College of Letters and Sciences wishes to replace tribute signage within the newly renovated Gaines Hall. Both signs were present in the old building, and have been updated to coordinate with signage in other areas of the building.

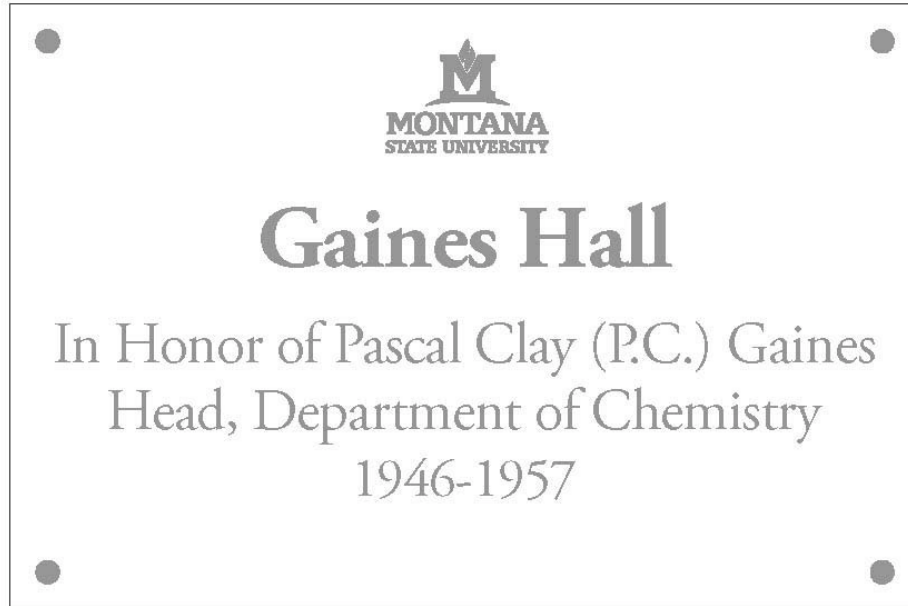
The first sign is to commemorate Pascal Clay (P.C.) Gaines who was the head of the Department of Chemistry from 1946-1957. This sign will be installed near the new South Entry Atrium doors.

The second sign is to commemorate the Varricchio Family for their support of the Paleontology Lab in Gaines. This sign will be installed adjacent to the entry doors to the lab.

Both signs will be constructed of 3/8” glass, with etchmark vinyl graphics applied to the reverse side, and mounted to the wall with 5/8” anodized aluminum stand-off fasteners.

24"

16"



18"

12"



| COMPLIANCE: | YES | NO |
|--|--------------------------------|----|
| MSU POLICIES | X | |
| COMMITTEE OR APPROPRIATE REVIEW | X | |
| MASTER PLAN | N/A | |
| BOARD ACTION REQUIRED: | | |
| Recommend approval of request as proposed. | | |
| RECOMMENDATION OUTCOME: | Donna to add after the meeting | |

| | | | | | | |
|--|-----------------|---|------------------|--|-------------------------|-------------------------------|
| ITEM # 4 | | Informational - National Solar Observatory Proposal (from July 20, 2010) | | | | |
| PRESENTERS: | | | | | | |
| Presenters – Walter Banziger – Director Dana Longcope - Physics | | | | | | |
| PROJECT PHASE: | PLANNING | X | SCHEMATIC | | DESIGN DOCUMENTS | CONSTRUCTION DOCUMENTS |
| VICINITY MAP: | | | | | | |
| See attached for map for site options. | | | | | | |
| STAFF COMMENTS: | | | | | | |
| <p><u>Follow-up Presentation:</u> On July 20, 2010 the National Solar Observatory project proposal was presented to the UFPB for information purposes. The project proposal returns now for a recommendation of a preferred site location to be reserved for a period of two years (with option to extend if the proposal to the NSO is successful). A list of preferred sites with recommended priority preference will be discussed.</p> <p>As noted in the previous presentation a preference for sites south of Grant and east of 19th street to facilitate a stronger academic presence and strengthen the competitive proposal to the NSO is preferred by the project team and L&S. For Discussion purposes all site options presented at the July meeting will remain open for discussion. Map of proposed sites is attached as is a memo from L&S indicating its support and interest in this project and preferred site requirements.</p> <p>The National Solar Observatory (NSO) in association with the Association of Universities for Research in Astronomy (AURA) are seeking to partner with a host institution to consolidate its directorate operations currently located in New Mexico and Arizona into a single facility. MSU Physics Department has received approval from the President and the VP of Research to enter a competitive proposal which demonstrates MSU’s ability to support both the NSO research operations and foster recruitment and development of solar education.</p> <p>The facility is expected to be approximately 40,000 SF and house administrative and research personnel offices, several research/instrumentation labs, optics labs, conference/meeting space, data center and other misc space in support of the NSO operations. In addition the concept in development would propose to offer shared classroom space, faculty space, as well as TA/GA space to facilitate partnership between the university and the NSO operations and promote development of education programs.</p> <p>Construction budget is anticipated to be \$12.5M to \$15M range depending on development of final program needs. The successful institution would be expected to have a facility on line by 2016 or 2017.</p> <p>The final proposals are due by December 2010. FPDC is currently assisting Physics with development of the building program, cost estimates, and funding options. In addition the proposal shall include a preferred NSO site location. The attached map outlines potential sites for discussion. Final selection of the preferred site would be brought to UFPB in mid to late August so as to facilitate development of more</p> | | | | | | |

precise cost estimates and architectural drawings which will be included in the final submission to AURA and NSO.

| COMPLIANCE: | YES | NO |
|---|---------------------------------------|-----------|
| MSU POLICIES | X | |
| COMMITTEE OR APPROPRIATE REVIEW | | |
| MASTER PLAN | X | |
| BOARD ACTION REQUIRED: | | |
| Recommendation for proposed NSO site location. | | |
| RECOMMENDATION OUTCOME: | Donna to add after the meeting | |



23 August 2010

Susan Agre-Kippenhan, Chair
University Facilities Planning Board
Dean, College of Arts and Architecture

Dear Susan:

I write this letter in support of the proposal to bring the National Solar Observatory directorate to Montana State University. The degree of integration of the NSO facility and personnel into the fabric of campus and the Physics Department here in the College of Letters and Science would be deep and strong. We therefore appreciate your consideration of our request to propose the construction of this facility on MSU's campus.

The purpose behind the proposed NSO move to a university campus is to strengthen its role in education. Montana State University will have a competitive proposal in large part because of our plans to connect the NSO so strongly with our academic environment.

Our proposal will call for the NSO to become an integral component of the Physics Department and more broadly of the College of Letters and Science. It will enable and encourage the NSO staff to serve the College in its teaching, research and service missions. The building housing the NSO, "The Solar Astronomy Research Center", will therefore become part of the day-to-day operation of the Physics department.

In addition to the NSO staff, the proposed building **will house the primary offices of five tenure-track Physics faculty and numerous research faculty from the MSU Physics Department.** This co-location will create a nexus for Solar Physics research, enhancing productivity and expanding the utilization of the NSO's worldwide facilities.

The SARC building **will also house the offices of roughly 25 Physics doctoral students*** doing research with tenure-track faculty, research faculty and NSO staff. Graduate students are the life-blood of research-active departments such as Physics. In addition to performing research, they attend classes, give research seminars, grade homework, teach undergraduate laboratory sections and occasionally teach classes. Their home in the Solar Astronomy Research Center will make that building an important part of the Physics Department.

Office of the Dean

2-205 Wilson Hall
P.O. Box 172360
Bozeman, MT 59717-2360
[www.montana.edu/
lettersandscience](http://www.montana.edu/lettersandscience)

Tel (406) 994-4288
Fax (406) 994-7580
E-mail plutz@montana.edu

* This conservative estimate is twice the average number of MSU doctoral students doing Solar Physics research in any of the past 5 years.

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The addition of the NSO **will broaden the educational focus of the Physics department to emphasize Astronomy and Astrophysics** far more than it currently does. Supported by the additional teaching and research of the faculty in the Solar Astronomy Research Center, we expect to offer many more Astronomy courses as well as a minor and/or degree option in Astronomy or Solar Astronomy. While large-enrolment Astronomy classes would be taught in existing MSU lecture halls, it makes sense to include one class room in the proposed building to host the many new graduate and upper-division undergraduate courses to be offered in Astronomy. Students other than those directly engaged in Solar Physics research would then use the building on a daily basis.

The Solar Astronomy Research Center **will also contain infrastructure support facilities that will serve both the NSO and the University.** At a minimum, there will be a large room for servers and disks, a machine shop that may be shared with Physics or other departments, and a conference room that will be used by the Physics faculty in the building for seminars, committee meetings and the like.

In summary, the Solar Astronomy Research Center will be an integral part of MSU's academic mission and should be situated accordingly. It should be convenient for students walking to and from classes in the building, or visiting the offices of their teaching assistants (grad students), professors or academic advisors. Locating the building near the core of campus will achieve that goal.

Thank you for your time and consideration of our request to locate SARC on campus. If you have further questions, please contact me.

Sincerely,

A handwritten signature in cursive script that reads "Paula M. Lutz".

Paula M. Lutz, Dean
College of Letters and Science

DRAFT

The National Solar Observatory (NSO) in association with the Association of Universities for Research in Astronomy (AURA) are seeking to partner with a host institution to consolidate its directorate operations currently located in New Mexico and Arizona into a single facility. MSU Physics Department has received approval from the President and the VP of Research to enter a competitive proposal which demonstrates MSU's ability to support both the NSO research operations and foster recruitment and development of solar education.

The facility is expected to be approximately 40,000 SF and house administrative and research personnel offices, several research/instrumentation labs, optics labs, conference/meeting space, data center and other misc space in support of the NSO operations. In addition the concept in development would propose to offer shared classroom space, faculty space, as well as TA/GA space to facilitate partnership between the university and the NSO operations and promote development of education programs.

Proposed Sites

1. Mirror site of CBB (NE Campus)

a. Pros

- Available building site (LRCDP)
- Convenient access for faculty and students
- Connection to University tunnel system
- Densify campus core before creating sprawl
- Ease of access to public transportation
- Located in L&S neighborhood
- Ease of access to campus amenities
- Consideration for Parking structure

b. Cons

- Mixed use facility located in the historic core of campus
- Remote parking access for building occupants
- Relatively small (40,000 sqft) building structure for campus core location
- Mirror building (CBB) is 80,000 sqft facility
- Distance from EPS Physics operations
- Prime area for dedicated academic services(department and classroom structure)?
- Green field site (LEED)

2. Hannon Green

a. Pros

- Available building site (LRCDP)
- Convenient access for faculty and students
- Connection to University tunnel system
- Densify campus core before creating sprawl
- Ease of access to public transportation and local roadways
- Located in L&S neighborhood and relative to Physics operations in EPS complex
- Gateway to campus location
- Ease of access to campus amenities
- 40,000sqft size relative to Roberts Hall

b. Cons

- Mixed use facility located in the historic core of campus
- Remote parking access for building occupants
- Relatively small (40,000 sqft) building structure for campus core location
- Prime area for dedicated academic services (department and classroom structure)?
- Mixed use facility located in gateway to campus area
- Green field site (LEED)
- Political considerations with Native American Student project.

3. Existing Plew Building

a. Pros

- Convenient access for faculty and students
- Densify campus core/perimeter before creating sprawl
- Ease of access to public transportation and local roadways
- Located near L&S neighborhood and relative to Physics operations in EPS complex
- Gateway to campus location
- Ease of access to campus amenities
- Existing building could possibly be re-used

b. Cons

- Mixed use facility located close to historic core of campus
- Relatively remote parking access for building occupants
- Relatively small (40,000 sqft) building structure for campus location
- Prime area for dedicated academic services (department and classroom structure)
- Mixed use facility located in gateway to campus area
- Historic (SHPO) building issues
- Relocation of existing Facilities operations would be costly

4. 7th & Grant Parking Lot

a. Pros

- Convenient access for faculty and students
- Connection to University tunnel system
- Densify campus core/perimeter before creating sprawl
- Ease of access to public transportation and local roadways
- Located near L&S neighborhood and relative to Physics operations in EPS complex
- Open site area (currently used for surface parking operations) LRCDP
- Possible to provide close existing parking (SB and Fieldhouse permit sites)
- Ease of access to campus amenities
- Consideration for parking structure

b. Cons

- Mixed use facility located close in to historic core of campus
- Relatively small (40,000 sqft) building structure for campus location
- Prime area for dedicated academic/student services facility
- Relocation of existing parking operations would add cost to project
- Affect visitor parking to SUB operation including admissions.

5. South Gatton Parking lot

a. Pros

- Mixed use facility located convenient to campus but not in relative proximity to core
- Located in the community venues district (LRCDP)

- Relatively convenient access for faculty and students
- Relative location to campus perimeter
- Ease of access to public transportation and local roadways
- Located relatively near L&S neighborhood and Physics operations in EPS complex
- Open site area (currently used for surface parking operations) (LRCDP)
- Possible to provide close existing parking (SB and Fieldhouse permit sites)
- Ease of access to campus amenities
- Consideration for parking structure

b. Cons

- Possible area for future athletics/public venue facility
- Relocation of existing parking operations would add cost to project
- May affect visitor parking to SUB and athletic operations.
- Connection to University tunnel system could be costly due to distance

6. Research court

a. Pros

- Mixed use facility located convenient to campus but not in relative proximity to core
- Located in the community/academic venues districts
- Relatively convenient access for faculty and students
- Relative location to campus perimeter
- Ease of access to public transportation and local roadways
- Site area slated for future campus expansion (LRCDP)
- Possible to provide close and/or direct parking (SB permit sites)
- Ease of access to campus amenities

b. Cons

- Utility infrastructure upgrades needed in area will be add cost to project
- No access to tunnel system
- Remote site seen as back of campus (could be alleviated with sound planning/design).
- Distance to L&S neighborhood and EPS complex

7. Huffman Parking Lot

a. Pros

- Mixed use facility located convenient to campus but not in relative proximity to core
- Located in the community venues district
- Relatively convenient access for faculty
- Relative location to campus perimeter
- Located in proximity to MOR
- Ease of access to public transportation and local roadways
- Open site area (currently used for surface parking operations) LRCDP
- Possible to provide close/direct parking (SB permit sites)
- Ease of access to campus amenities
- Building visible from perimeter of campus

b. Cons

- No access to tunnel system
- Relocation of existing parking operations would add cost to project
- May affect visitor and police parking operations.
- Distance to L&S neighborhood and EPS complex

8. East of Huffman on Kagy

a. Pros

- Mixed use facility located relatively close to campus operations
- Located in the community venues district
- Located on campus perimeter and visible from Kagy
- Ease of access to public transportation and local roadways
- Located in proximity to MOR
- Available building site (LRCDP)
- Possible to provide close/direct parking (SB permit sites)
- Ease of access to campus amenities

b. Cons

- No access to tunnel system
- Green field site
- Distance to L&S neighborhood and EPS complex
- Continues sprawl of university owned facilities

9. West of 19th sites

a. Pros

- Ability to provide convenient parking access for building occupants
- Proximity to local Roadways, public transportation, and community services.
- Available building site (LRCDP)
- Convenient to ATI

b. Cons

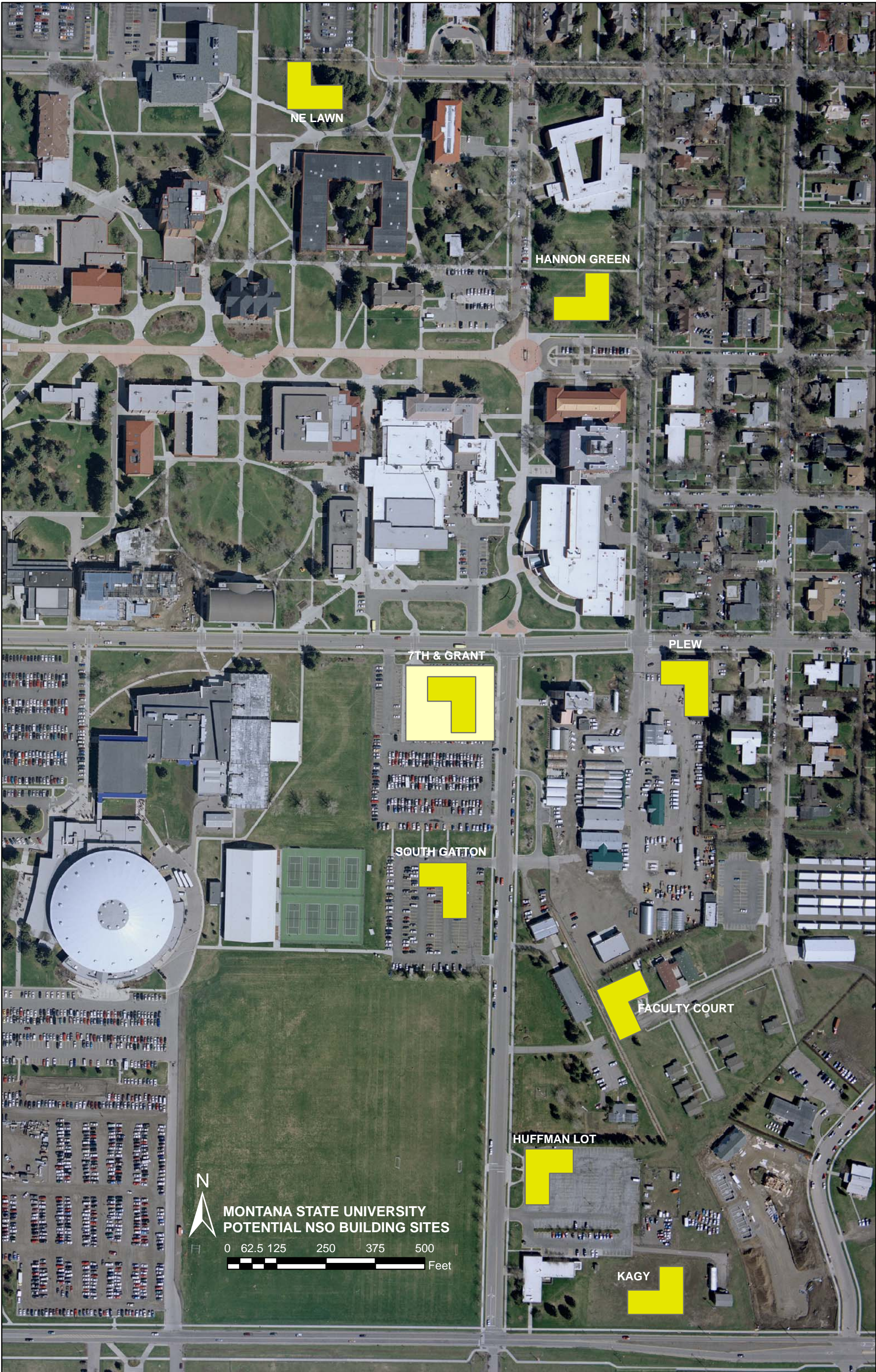
- Likely not suitable for NSO/University program requirements
- Remote site for student and faculty access
- Land acquisition agreement with College of Ag needed (within two months)
- Ag site/green field site
- Distance to L&S neighborhood and EPS complex
- Utility availability depending on location of site.

HUFFINE
ENTERPRISE
ZONE

GARFIELD STREET

N
MONTANA STATE UNIVERSITY
POTENTIAL NSO BUILDING SITES - WEST CAMPUS
0 62.5 125 250 375 500
Feet





NE LAWN

HANNON GREEN

7TH & GRANT

PLEW

SOUTH GATTON

FACULTY COURT

HUFFMAN LOT

KAGY



MONTANA STATE UNIVERSITY
POTENTIAL NSO BUILDING SITES

0 62.5 125 250 375 500
Feet

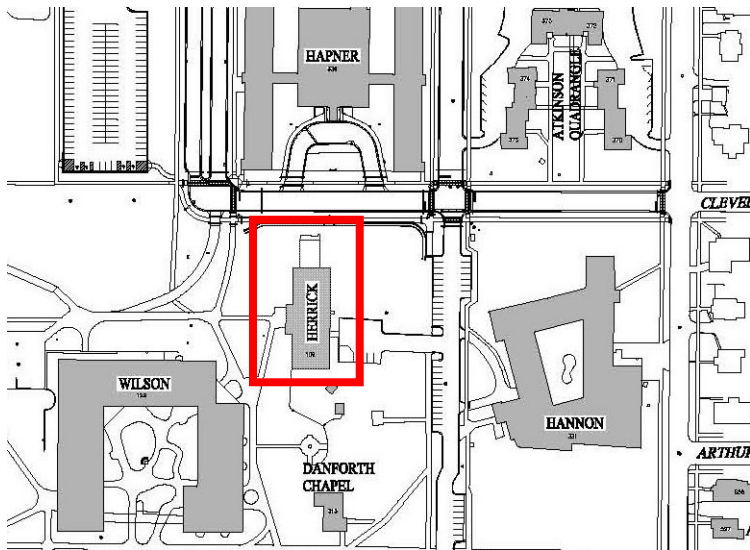
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|-----------------|--|
| ITEM # 5 | Herrick Food Lab Mechanical Equipment |
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PRESENTERS:

Lindsay Schack, FPDC
Scott Hedglin, Architecture118, Consultant

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|-----------------------|-----------------|------------------|-------------------------|----------|-------------------------------|
| PROJECT PHASE: | PLANNING | SCHEMATIC | DESIGN DOCUMENTS | X | CONSTRUCTION DOCUMENTS |
|-----------------------|-----------------|------------------|-------------------------|----------|-------------------------------|

VICINITY MAP:



STAFF COMMENTS:

The Herrick Food Lab is undergoing a long-anticipated renovation with the use of donor funding. The current condition in the space is not functional for the program. Issues included but not limited to the following:

- The lack of ventilation causes over heating in the summer months when cooking is underway, as well as the result of food smells permeating the building and affecting other occupants. Summer programs have ongoing struggles to provide a comfortable environment for users.
- Heating in the winter is not sufficient, requiring that cabinets remain hanging open to prevent the pipes from freezing.
- The commercial equipment desired by the program is required in order to obtain a commercial

certification, enabling the enhanced educational offerings of the program. This equipment is the minimum required to meet the standards of a commercial kitchen.

The new lab will have new gas and electric appliances of commercial grade, improved ventilation and climate control, a dedicated water heater, and the potential to operate as a commercial kitchen in addition to operating as a full-time teaching lab.

In order to satisfy the requirements for ventilation, heating, cooling and sanitation, new mechanical equipment must be installed on the northern wall of Herrick Hall, in the form of two exhaust fans, and a metal louvered panel in the bottom half of the window that services the mechanical room. The following graphics illustrate the exhaust fans and ventilation panel that are required.

The State Historic Preservation Office has considered this equipment and has determined that it results in no adverse effect on Herrick, a State Heritage Property.





| | | |
|---------------------|------------|-----------|
| COMPLIANCE: | YES | NO |
| MSU POLICIES | X | |

| | | |
|---|----------|--|
| COMMITTEE OR APPROPRIATE REVIEW | X | |
| MASTER PLAN | X | |
| BOARD ACTION REQUIRED: | | |
| Recommend approval of the request as proposed. | | |
| | | |

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