

MEMORANDUM

TO: University Facilities Planning Board: Nancy Cornwell - Chair, Walt Banziger - Vice Chair, Kurt Blunck, Allyson Brekke, Jeff Butler, ASMSU President, Anne Camper, Glenn Duff, Michael Everts, Chris Fastnow, Greg Gilpin, Mandy Hansen, Carsten Kirby – ASMSU, Terry Leist, Robert Marley, Martha Potvin, Fatih Rifki, Tom Stump, Julie Tatarka, Jim Thull, Brenda York

FROM: Victoria Drummond, Assoc. University Planner; Planning, Design & Construction

RE: **November 18, 2014**, 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 October 21, 2014.

ITEM No. 2 – EXECUTIVE COMMITTEE REPORT

Report on any current Executive Committee actions.

ITEM No. 3 – CONSENT AGENDA -

ITEM No. 4 – INFORMATIONAL -

Bike Locker Investigation
Presenters– Mike Everts and Architectural Professional Practice students

ITEM No. 5 – RECOMMENDATION -

Cheever Hall Ghost Sign
Presenter – Victoria Drummond

ITEM No. 6 – RECOMMENDATION -

Haynes Hall Sculpture Yard Storage Containers
Presenter – Candace Mastel

ITEM No. 7 – INFORMATIONAL -

Chalking on Sidewalks
Presenter – EJ Hook

HORIZON ITEMS

- **External Building Signage Policy**
- **Seminar Materials**
- **Master Planning Issues**
- **Revisit and Update Policies**
- **HBO5 Amendment for Lab Facility**

VCD/lsh

PC:

President Cruzado
Melissa Hill, President's Office
Maggie Hammett, President's Office
Keely Holmes, Provost Office
ASMSU President
Diane Heck, VP Admin & Finance

Heidi Gagnon, VP Admin & Finance
Jennifer Joyce, VP Student Success
Linda LaCrone, VP Research Office
Bonnie Ashley, Registrar
Robert Putzke, MSU Police
Becky McMillan, Auxiliaries Services

Julie Kipfer, Communications
Jody Barney, College of Agriculture
Susan Fraser, College of Agriculture
Robin Happel, College of Agriculture
JoDee Palin, College of Arts & Arch
Victoria Drummond, Planning D&C

**MEETING NOTES OF THE
UNIVERSITY FACILITIES PLANNING BOARD
October 21, 2014**

Members Present: Nancy Cornwell - Chair, Jeff Butler, Michael Everts, Chris Fastnow, Neil Jorgensen, Fatih Rifki, Jim Thull, Brenda York, Julie Tatarka, Glenn Duff

Proxy: Randy Stephens for Walt Banziger, Bob Lashaway and Jeff Butler; Brenda York for Tom Stump

Members Absent: Allyson Brekke, Brett Gunnink, Chris Kearns, Martha Potvin, Julie Tatarka, Greg Gilpin. Kurt Blunck, Shad Cristando

Staff & Guests: Andy Allen, Darryl Curfman, Duane Morris, Todd Jutila, Mike Kosevich, Randy Stephens

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

ITEM No. 1 – Approval of Meeting Notes

Thull moved to approve the meeting notes from September 9, 2014. Fastnow 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 – No Items

The agenda was reorganized in the following order:

ITEM No. 4 – Informational - Bike Locker Investigation

This item will be discussed at the next UFPB meeting.

ITEM No. 5 – Informational - Norm Asbjornson Innovation Center Update

Randy Stephens presented an update to the Norm Asbjornson Innovation Center (NAIC). This project was brought to UFPB in Spring 2014 for a site recommendation and will be located at S. 7th Ave and Grant Street. Norm Asbjornson, the donor, has highlighted the following goals for this project: push the boundaries, create out of the box thinking, produce a building for the state of Montana and every department on Campus, and it is okay to fail. Since the site selection, A&E Architects, in Montana, and ZGF Architects, out of Seattle, have been selected as the architectural consultants (the Design Team). The recommendation and selection of the general contractor will take place in December 2014. Many work groups and committees have been developed for input on this project. The Building Committee is the primary recommender to the Oversight Committee and President Cruzado, and is made up of a broad campus contingency including student representatives. The two committees that support the Building Committee are the Parking Solution Committee and the Presentation Hall Committee, both of which include local community members. Input will also be taken from the Donor, UFPB, CSAC, and SMC.

The NAIC is intended to open in Fall 2018; programming discussions are targeted for completion in December 2014. The timeline for the parking solution is running concurrently, so that the smallest possible construction overlap between the parking solution and the NAIC is 3-4 months during the summer. Design of the project is following an Integrated Design Process (IDP), involving many disciplines early in the process for collaboration. As an educational opportunity, the student chapter of USGBC will facilitate a LEED charrette (workshop) in early Spring 2015; there will be more educational opportunities throughout the process.

The Design Team has begun to develop some diagrams with the impacts and influences the NAIC can have on campus, and the idea of a “welcoming gateway” has become very prominent. A site diagram has also been developed to start discussing how the NAIC, parking solution, presentation hall, and plaza can be situated on the site. As a critical piece of the Long Range Master Plan, the NAIC will begin to set up an extension of the academic core of Campus. The location of the buildings are pushed as close to the street as possible to emphasis the urban idea of a walkable street, for a more efficient campus.

Jorgenson commented that the pedestrian traffic across Grant Street around the Marga Hosaeus Fitness Center and the SUB is already really heavy. Stephens responded that the hope is to be able to improve the circulation in that area and added that there is also a plan for a future SUB expansion, which would impact the Streamline Bus stop location. One idea is to integrate the bus stop with the parking solution, and another is that there may be bridge connections across Grant Street. There would be conversations with Streamline to modify their travel path. Rifki commented that he thinks the new plaza should be linked, at least visually, to the existing plaza area in front of the EPS Building. He also mentioned that if the Streamline stop is on the south side of Grant Street, it is on the wrong side of the street based on traffic circulation. Rifki suggested moving the NAIC to the west and keeping the parking off of Grant Street, so that the plaza can be closer to the intersection of Grant Street and S. 7th Ave. Everts added that one of the main principles of the Campus Master Plan is connection and creation of outdoor rooms on the interior of campus, and have circulation between those spaces as a way to experience campus; he agreed with Rifki's statement about moving the plaza closer to the intersection.

York commented to the widening of W. Kagy Boulevard and the addition of a light at its intersection with S. 7th Ave would be important for the vehicle circulation to and from the building and parking. Cornwell noted that if the plaza is to be used as a performance space, it is important to keep in mind the dimensions of the space, and a fanned shape would work well on the corner of the intersection. Everts also added that there is a pedestrian circulation axis that extends from the west side of the SUB to the south.

Stephens presented the project goals and visions: 'undisciplined interdisciplinary', meaning that reaching out to campus is a way to bring different groups on campus together; "super collaborator" to maximize interaction through community space and opportunities for intersections; building as a teaching tool and evolving laboratories so that it continues to function for the future; a catalyst of innovation and revolutionary thinking is the idea of the innovation center; the idea of an engineering playground where there is experimentation and discovery occurring; outreach and entrepreneurship to support meaningful connections to business; exemplary sustainability with a minimum of LEED Silver with the goal of Net Zero; inside-outside connections with the plaza as program space; campus gateway as this could be the first impression that visitors to campus would have; and Montana sense of place and respond to the uniqueness of the region. Fastnow commented that the NAIC is supposed to be a multi-disciplinary building, so she is really concerned about moving any department offices into this building because the perception of ownership of the building, which can be off-putting to programs and individuals with specific ideas that keep the building dynamic with innovation, and she has seen great examples of successful centers on other campuses. She also asked if this project has been brought to the Steering Committee, and Stephens did not think it had been.

More updates would come back to UFPB for input on the ideas of transparency and engineering on stage. More information about the project can be found at www.msuinnovationcenter.com. Cornwell noted that the Parking Solution Committee and Presentation Hall Committee are not listed on the webpage.

ITEM No. 6 –Recommendation - Haynes Hall Sculpture Yard Storage Containers

This item will be discussed at the next UFPB meeting.

ITEM No. 7 –Recommendation - ROTC/EHHD Performance Lab Relocation from Romney

Darryl Curfman presented the proposed locations for relocating ROTC Army uses and the EHHD Performance Lab. Romney Hall is on the 2015 Legislative agenda for funding to renovate the facility, and as a part of that there is some funding to study how the programs currently housed in Romney can be relocated. Campus Planning, Design & Construction has been developing the requirements of square footages and functions of these programs; the option of co-locating the programs was originally investigated and disadvantages were identified with that solution. More recently it has been proposed to have the programs on two different site locations; the EHHD Performance Lab would be relocated in an addition to the south east corner of the Marga Hosaeus Fitness Center, and the ROTC would be relocated to a new building at S. 5th Ave near the Records Management Facility. This proposal has been arrived at through a consensus in meeting with executive committees, Sports Facilities and the Recreational Sports and Fitness Department, ROTC, the College of Education, Health and Human Development, and investigation of impacts on other players in the affected areas, including the Office of Research and Economic Development.

The addition to the Fitness Center will fill in the south east corner between the South Gym and the racquetball courts, will be two stories and will require a separate entrance to the area. There will be a high bay space for the Performance Lab, and an additional single- story space on each of the floors. Initial floor plans have been drawn to investigate square footage and egress requirements, to identify need for stairs and an elevator. Cornwell asked for clarification of

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what existing space will be repurposed in Fitness Center and how this is managed; Morris explained that the existing gym space is not being affected, and the upper floor space is the least used. Sports Facilities and the Recreational Sports and Fitness Department, which manage the building, believe this addition will actually increase the use of the upper floor, and give students additional recreation space after business hours. Curfman added that there is currently about 1,500 square feet of office space on the north west corner of the Fitness Center that is being occupied by EHHD, which could be vacated into the addition.

Cornwell asked how the proximity of the NAIC and the associated parking solution to this addition will be managed, as there is a concern of what the space between the two buildings will look like. Stephens noted that this does need to be addressed, and Everts commented that this is critical to address in relation to the Campus Master Plan. There was additional discussion about the requirement to have an inviting and safe space between the two buildings; Jorgenson suggested that the plaza part of the NAIC could be in this area instead of on the east side of the site to open the space up. Everts asked if there could be a minimum distance required to leave between the two buildings, and Stephens agreed that would be reasonable.

The proposed location for ROTC has two options: Location A is to the south of the Records Management Facility and Location B is to the east of the Records Management Facility. Location A is preferred due to the proximity to utilities and avoiding encroaching on an adjacent lot and negative impact on research in Faculty Court. The new building would be a similar building to the Records Management Building, and has access needs including a roll-up door. The existing sidewalk will remain between the two buildings. Jorgenson commented that access to Location B appears to be more limited.

Fastnow moved to approve the proposed site for HHD, and site A for ROTC, and considerations be taken for transit corridor. UFPB asked that the NAIC Design Team address the space between the site and the Fitness Center with the addition. Everts seconded the motion. The motion passed unanimously.

The vote:

Yes: 14
No: 0

ITEM No. 8 –Recommendation - Temporary Offices for Auxiliaries – Miller Dining Hall Construction

Andy Allen presented the need for temporary offices for Auxiliaries Services as part of the Miller Dining Hall renovation. Their central office staff needs to be move out for about the next year so that the construction team can have the needed access to Miller Dining Hall. There will be three temporary office trailers to house Residence Life Central Office, Food Service, and Auxiliaries staff. Multiple locations were investigated to place these and it was determined that the best location would be the grass area north of the SOB Barn and next to Gallatin Hall. Campus Planning, Design & Construction went through an informal bid for the trailers and selected the lowest bid company which could provide what was needed. The trailers will look similar to the Langlas construction trailers on the Freshman Residence Complex site. This location provides visibility and parking for customers and access to power, phone and AuxIT data. Auxiliaries Services has committed to returning the landscape to good condition when the trailers are removed in Fall 2015. People needing ADA accommodations will be met in North Hedges.

Rifki moved to approve. Tatarka seconded the motion. The motion passed unanimously.

The vote:

Yes: 14
No: 0

This meeting was adjourned at 5:00 p.m.

VCD:lsb

PC:

President Cruzado	Heidi Gagnon, VP Admin & Finance	Julie Kipfer, Communications
Adam Arlint, President's Office	Jennifer Joyce, VP Student Success	Jody Barney, College of Agriculture
Maggie Hammett, President's Office	Linda LaCrone, VP Research Office	Susan Fraser, College of Agriculture
Lisa Duffey, Provost Office	Bonnie Ashley, Registrar	Robin Happel, College of Agriculture
ASMSU President	Robert Putzke, MSU Police	JoDee Palin, College of Arts & Arch
Diane Heck, VP Admin & Finance	Becky McMillan, Auxiliaries Services	Victoria Drummond, Campus PDC

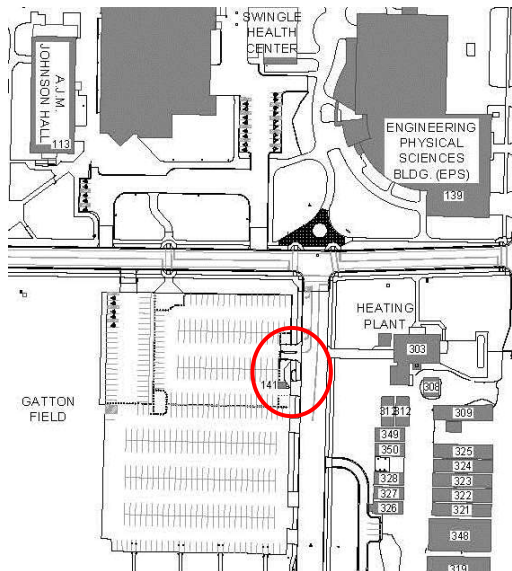
ITEM # 4	Bike Locker Investigation
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PRESENTERS:

Candace Mastel, Assistant Planner
Mike Everts and Architectural Professional Practice students

PROJECT PHASE:	PLANNING	X	SCHEMATIC	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS
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VICINITY MAP:



STAFF COMMENTS:

On August 26, 2014 WTI presented the opportunity to install two bike lockers on campus, in the Pay Lot on South 7th Avenue. The result was a discussion of the potential future demand and expectation of bike storage, and Mike Everts offered to have a group of students in his Architecture Professional Practice class do research on different types of bike storage that are done other places. They have been working on this and are presenting their progress.

	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	

BOARD ACTION REQUIRED:

Informational – no action required.

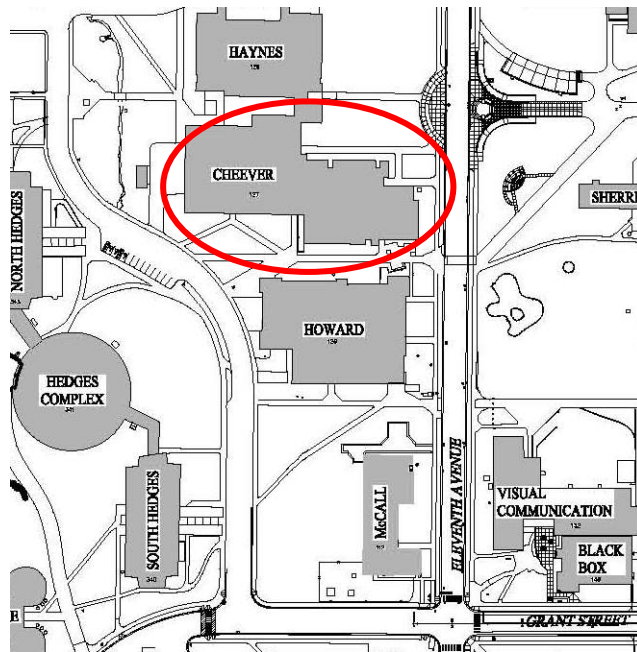
ITEM # 5	Cheever Hall Ghost Sign
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PRESENTERS:

Victoria Drummond, Associate University Planner

PROJECT PHASE:	PLANNING	SCHEMATIC	X	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS
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VICINITY MAP:

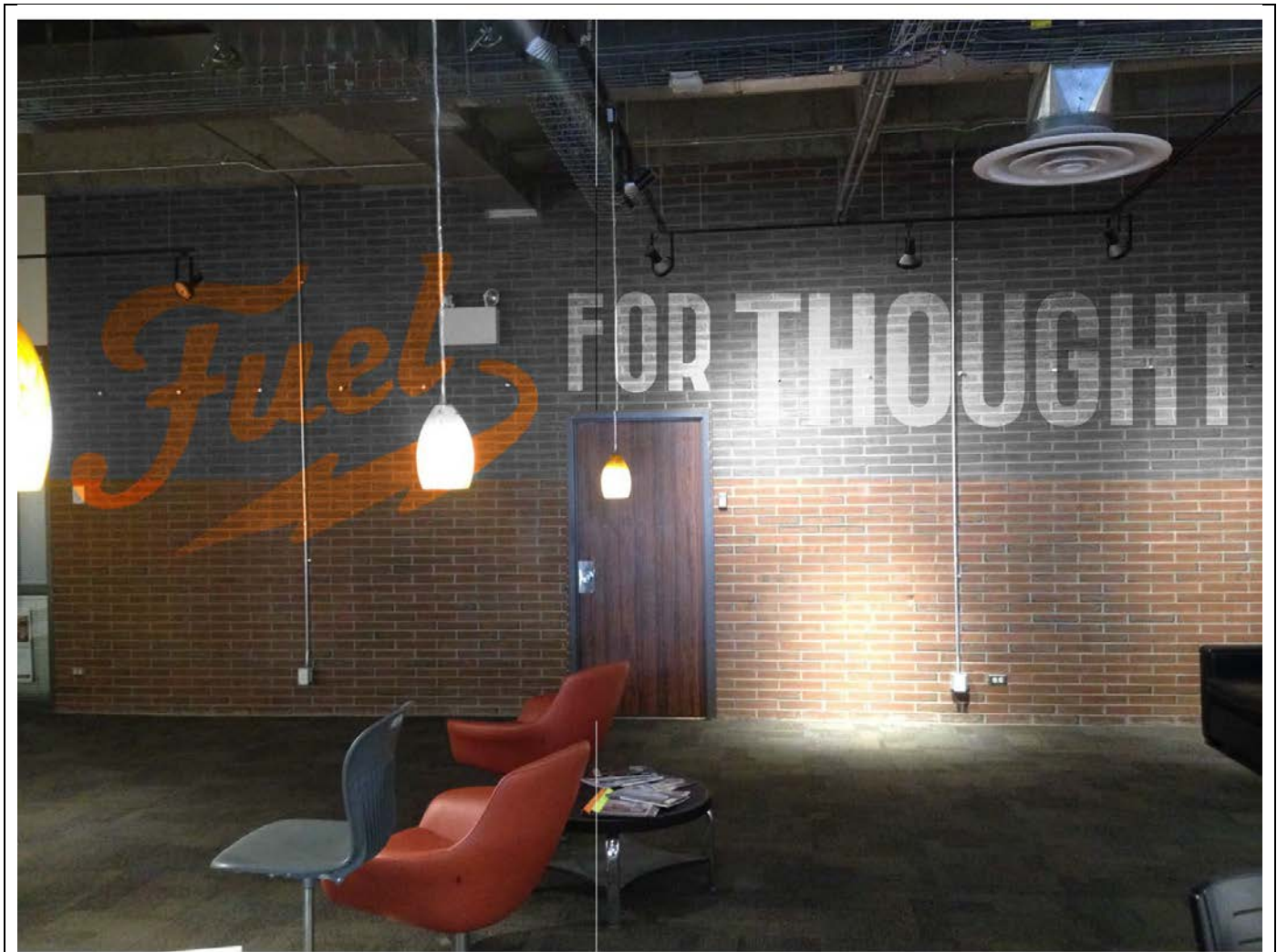


STAFF COMMENTS:

Similarly to the Identity Signage that was reviewed by UFPB on August 12, 2014, and approved by the President, the Dean of Arts & Architecture is proposing installation of a mural on the interior brick wall of the DSEL collaboration space in Cheever Hall. The sign will be slightly faded to mimic old ghost signs.

A Unique Sense of Place





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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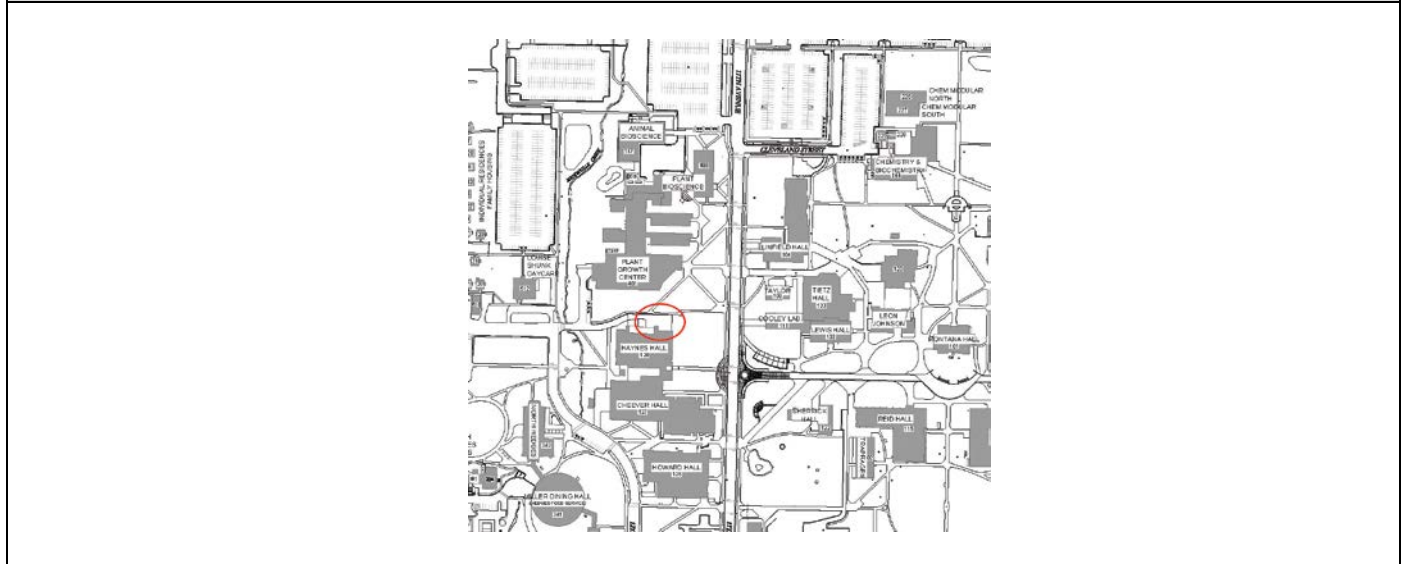
ITEM # 6	Haynes Hall Sculpture Yard Storage Containers
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PRESENTERS:

Candace Mastel, Assistant Planner

PROJECT PHASE:	PLANNING	SCHEMATIC	X	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS
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VICINITY MAP:



STAFF COMMENTS:

Brief History
 The sculpture yard on the north side of Haynes Hall has been used historically as a storage area. Recently the School of Art cleaned out the storage yard space in an effort to organize items and gain more space for student use and active storage of current projects. Students often use the space to work on large format pieces. In an effort to facilitate this and provide weatherproof storage of larger format work or materials, the School of Art has researched ways to provide covered storage in the yard that would be effectively screened from the adjacent buildings and campus users.

Proposal
 The School of Art is proposing to place two storage containers behind the wooden fence that encloses the storage yard. These storage containers are eight feet wide by eight feet tall by 20 feet long. They are neutral in color and even though are being purchased second-hand, are in excellent shape and are weather, wind, rodent, and debris tight. The School of Art will install shelving inside of the containers for storage options for student artists. The School of Art will fund the purchase, installation and maintenance of the storage containers.

Observations of the site

The site has been cleaned up very nicely and is very free of debris and abandoned materials or projects. The area where the storage containers are proposed is against the northeast corner of the fenced in area and is surrounded by a 7'-6" tall fence on that end. The fence in other locations is almost eight feet in height. There is the possibility that the storage containers will be partially visible from South 11th Avenue or Centennial Mall given that they are eight feet in height and the fence here is slightly lower than eight feet.



Location for installation within the confines of the Storage Yard



Example of a similar storage container

Comparison to a Recent Project

On June 17, 2015 UFPB approved an outdoor storage shed on the south side of Herrick Hall based on five criteria. UFPB today should discuss the relevance of these five criteria in relation to the Haynes Hall proposal.

1. The proposed location is within an existing fenced area and the fenced area has been designated for the sole use and occupancy of the requestor-i.e. this is not a request to locate the storage shed out on the general campus grounds.
2. The fenced enclosure provides separation and the surrounding landscape reduces the visibility of the shed.
3. The proposed shed replaces a previous shed that was removed several years ago-and the program just accumulated enough money to replace it.
4. The shed is a companion structure to the exiting greenhouse, which is also within the fenced area.
5. The shed will be used daily in support of the specific programmed outdoor space.

	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW	X	
MASTER PLAN	X	
BOARD ACTION REQUIRED:		
Recommend conditional approval for the placement of two storage units within the sculpture yard on the north side of Haynes Hall, based on the fact that the proposal meets three (criteria 1,2,5) of the five criteria discussed at the June 17th meeting for the Herrick Hall Shed request plus any others that UFPB may want to suggest for this and any future requests that may present a similar situation.		

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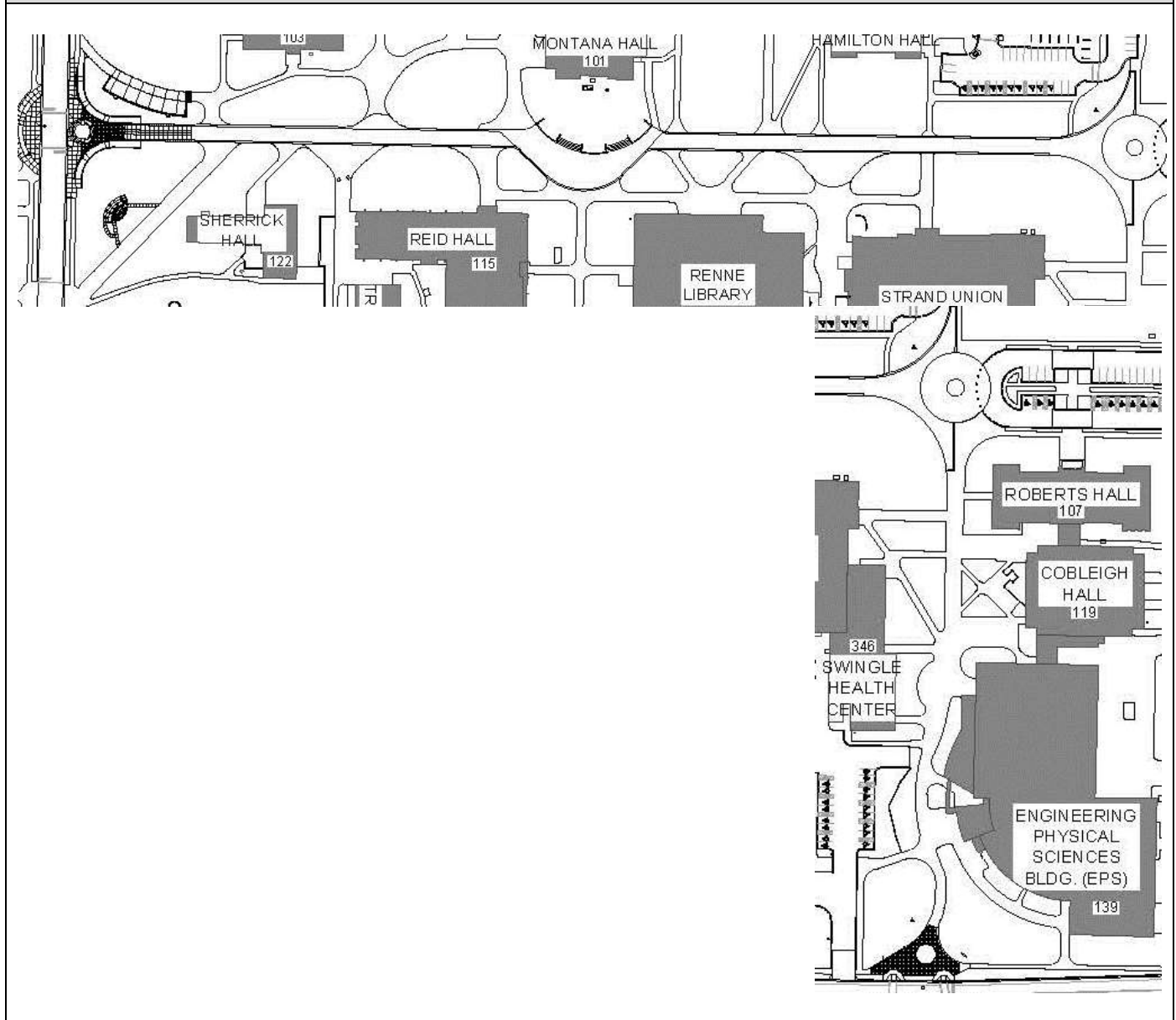
ITEM # 7	Chalking on Sidewalks
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PRESENTERS:

E.J. Hook, Environmental Services manager

PROJECT PHASE:	PLANNING	X	SCHEMATIC	DESIGN DOCUMENTS	CONSTRUCTION DOCUMENTS
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VICINITY MAP:



STAFF COMMENTS:

Historical uses for marking on sidewalks are Catapalooza booth marking, running course layout/directionals, color runs, and, more recently promoting student club events, donation drives, and sponsored campus events.

Problem Statement - Using the paved surfaces of our campus as a means of promoting events on campus and/or as a medium for promoting ones message has become an increasingly popular option. The primary area used for these purposes is along the Mall, major mall pathway intersections and along the corridor between EPS and the SUB. This raises two core issues—

- Aesthetic of campus
- Potential damage to facilities

The process - The current process used to approve outdoor events and practices is Outdoor Program Request (OPR) which is managed by the office of Activities and Engagement. This process is used for all outdoor events and requires approval by Facilities, Auxiliary Services, and University Police for the event to occur. For sidewalk marking requests, approval is contingent upon the use of chalk as the media (spray chalk or sidewalk chalk). Through experience the process has added the requirement for removal of any chalk residual within 7 days of it being placed; removal is the responsibility of the requestor. To date the OPR process has been used successfully to manage running course layout and several other events/occurrences like Catapalooza booth layout, the solar system to scale, and student club events. Most recently Health Promotions, with OPR approval, used spray chalk to promote their Homecoming outdoor movie event using spray chalk. The promotion was prominent and extensive which led to questions about the appropriateness of this practice.

PHOTOS

Movie Night



Bone Marrow Drive



Race arrows



Catapalooza numbers



COMPLIANCE:	YES	NO
MSU POLICIES	X	
COMMITTEE OR APPROPRIATE REVIEW		X
MASTER PLAN		X
BOARD ACTION REQUIRED:		
Seeking UFPB advice/comments on the impacts and potential impacts to our campus caused by this increasingly popular and requested practice.		

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