

## MEMORANDUM

TO: University Facilities Planning Board: Kregg Aytes - Chair, Walt Banziger - Vice Chair, Kurt Blunck, Allyson Brekke, Jeff Butler, ASMSU President, Michael Everts, Chris Fastnow, Greg Gilpin, Brett Gunnink, Neil Jorgensen, Kyle Glose – ASMSU, Terry Leist, Chris Kearns, Martha Potvin, Fatih Rifki, Tom Stump, Julie Tatarka, Jim Thull, Brenda York

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

RE: **April 5, 2016**, 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 February 9, 2016, February 23, 2016. Draft notes from March 8, 2016 to be distributed before next meeting.

### **ITEM No. 2 – EXECUTIVE COMMITTEE REPORT**

Report on any current Executive Committee actions.

### **ITEM No. 3 – CONSENT AGENDA**

- a. **Temporary Storage at Museum of the Rockies – Bill Walker**

**ITEM No. 4 – INFORMATIONAL -** **Campus Standard Restroom Sign Modification to Campus Design Guidelines**  
**Presenter – Randy Stephens**

**ITEM No. 5 – INFORMATIONAL -** **Concept Design of New Dining Hall**  
**Presenter – Sam Des Jardins**

**ITEM No. 6 – INFORMATIONAL -** **Covered Bike Storage**  
**Presenter – Candace Mastel**

### **HORIZON ITEMS**

- **Interior Public Spaces Signage**
- **Turf Fields Facility Concept**
- **Renne Library Spaces & Technology Renovation**
- **External Building Signage Policy**
- **Seminar Materials**
- **Master Planning Issues**
- **Revisit and Update Policies**

CM/l sb

PC:

President Cruzado  
Amber Vestal, President's Office  
Maggie Hammett, President's Office  
Julie Heard, Provost Office  
ASMSU President  
Pam Schulz, VP Admin & Finance

Heidi Gagnon, VP Admin & Finance  
Jennifer Joyce, VP Student Success  
Linda LaCrone, VP Research Office  
Tony Campeau, 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  
Halina Rickman, College of Business  
Victoria Drummond, Campus Planning

**MEETING NOTES OF THE  
UNIVERSITY FACILITIES PLANNING BOARD  
February 9, 2016**

**Members Present:** Kregg Aytes – Chair, Bob Lashaway, Jeff Butler, Brenda York, Neil Jorgensen, Tom Stump, Greg Gilpin, Kathy Marcinko, Fatih Rifki, Kyle Glose

**Proxy:**

**Members Absent:** Walt Banziger, Brett Gunnink, Charles Boyer, David Singel, Allyson Brekke, Julie Tatarka, Kurt Blunck, Michael Everts, Chris Fastnow

**Staff & Guests:** Randy Stephens, Candace Mastel, Jeff Key, Joe Gilpin, Jen Luft, Taylor Lonsdale, Frank Parrish

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

**ITEM No. 1 – Approval of Meeting Notes**

Draft notes from November 17, 2015, January 12, 2016, and January 26, 2016 to be distributed before next meeting.

**ITEM No. 2 – Executive Committee Report**

Report on any current Executive Committee actions.

**ITEM No. 3 – CONSENT AGENDA – None**

**ITEM No. 4 – INFORMATIONAL - MSU Comprehensive Parking & Transportation Plan – Status Update**

Candace Mastel introduced the MSU Parking and Transportation Plan and the consultants, Jeff Key and Joe Gilpin. MSU is currently in a data collection and analysis phase of the project. The City of Bozeman is also doing transportation plan update with the same consultants, which they do about every seven or eight years, so the timing is good for MSU to do this. Simultaneously, MSU is also working on the Bicycle Master Plan, which may influence the plans.

Key outlined the goals for the project, and discussed the early data and analysis that has been done. The goals are connected to the planning that has been done at MSU, including the Long Range Campus Development Plan, the Landscape Master Plan, and the Climate Action Plan. The goals are to enhance mobility; protect existing parking facility investments and identify future parking needs and locations; improve multi-modal connectivity; and reduce the number of single occupant vehicles. The schedule shows that we are currently doing peer review, by comparing other institutions with what MSU provides, such as parking ratios. The outcome of the project will be to show future transportation outlook for MSU, and continue to update the plan. There will also be some outreach events in late February and early fall 2016.

The first thing the consultants have done is establish baseline conditions, including a parking supply and demand analysis. The analysis of parking utilization shows a snapshot in time of car counts and spaces available, and gives a percent utilization rate. The existing average utilization and the peak utilizations are presented. The average utilization shows that most of the parking lots near the core of Campus are used 90-100%. The peak utilization that nearly all the parking lots are used 99-100%. The parking ratio is a common comparison metric used to show the parking provided per student at different universities. Currently MSU provides about one parking space for every three students. An example is New Mexico State University, whose parking ratio is .73. The reason their ratio is so high is they provide free parking for students a distance away from campus, and a shuttle. MSU may want to consider a philosophical discussion of how much parking to provide in the future and what the target ratio is. Stephens asked how the parking ratio has changed over the last 5 years; this data has not been put together but Parking Services may be able to help gather this information.

Transportation “level of service” has been looked at with seven intersections entering the campus core, in the morning and evening peak hour counts. The results showed that the peaks at these times were larger than the noon hour peak, and that the peaks follow class schedules (e.g. one hour peaks and valleys on Wednesdays, and 1.5 hour



peaks and valleys on Thursdays). These counts also show where traffic is coming from, and allow existing mode share such as pedestrians and bicyclists to be noted. There are high mode share at the intersections of W. Lincoln Street and S. 11<sup>th</sup> Avenue, W. Grant Street and S. 11<sup>th</sup> Avenue, and W. Grant Street and S 7<sup>th</sup> Avenue. The results show the morning entering volumes: about 32% coming from Kagy Boulevard from the south, about 32% coming from College Street from the north, about 24% coming in from Lincoln Street from the west, about 11% coming from Grant Street from the east.

Level of Service is a traffic engineering metric that is a nation-wide standard using an A-F scale (A is good, F is bad). The intersection at W. Kagy Boulevard and S. 7<sup>th</sup> Avenue is rated at an "F"; the intersection at W. Kagy Boulevard and S. 11<sup>th</sup> Avenue is rated at a "C". The locations of loading and service areas is of interest to establish baseline conditions so that recommendations can be made so the delivery of goods and services is not impacted. The results of the MSU Bicycle Master Plan will be integrated into this plan; the snapshot of existing bicycle facilities shows the current infrastructure for bicycle commuters. The pedestrian analysis shows the desire lines for paths that pedestrians prefer to take, and the signage for pedestrian crossings.

The Parking & Transportation Plan will help to define what the future conditions and requirements are for the MSU Campus. This is strongly impacted by growth potential, and the scenarios can be shown with high, medium and low growth rates on a ten year planning horizon. One thing that could be discussed is what Parking Ratio MSU would like to have. The next steps are to establish future conditions, and develop recommendations and strategies; the final report should be complete in Fall 2016. The consultants are also presenting this information to the President's Executive Council, ASMSU, Faculty Senate, and University Council.

Randy Stephens asked if the timeline for MSU's plan is in sync with the City of Bozeman's plan; Key responded that the plans are being done at the same time which makes the project more efficient. He added that referring to the MSU Strategic Plan will also be beneficial, and the Parking & Transportation Plan should also be updated every three to five years. Tom Stump asked if the extension of S. 11<sup>th</sup> Avenue and other future connections are being considered in this plan; Key responded that these don't have as much impact on MSU's plan, but they are included in the City's plan. Bob Lashaway added that the City's committed projects, including the extension of S. 11<sup>th</sup> Avenue, and the extension of Graf Street, are being considered to help relieve pressure during the Kagy Boulevard project. Stump asked if the plan will suggest where additional parking should be located; the Long Range Campus Development Plan helps to inform locations of uses including parking, buildings, etc.

**Notes:**

Mastel let UFPB know that she is now taking Victoria Drummond's administrative support position for UFPB. Proxies can be sent to her or the Chair, with a copy to Lauren Sherman-Boemker to ensure they are recorded. In addition, any suggestions for changes to format of agenda, staff report, or meeting notes can be sent to Mastel.

Lashaway updated UFPB on the status of the recommendation to the President for the New Dining Hall site. The President has asked CPDC to resolve three items: relocation of Chemistry Modular Buildings, the ADA instructional lab in the Modulars, and address the displaced parking.

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

CM:lsb

PC:

President Cruzado	Heidi Gagnon, VP Admin & Finance	Julie Kipfer, Communications
Amber Vestal, 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
Julie Heard, Provost's Office	Tony Campeau, Registrar	Robin Happel, College of Agriculture
ASMSU President	Robert Putzke, MSU Police	JoDee Palin, College of Arts & Arch
Pam Schulz, VP Admin & Finance	Becky McMillan, Auxiliaries Services	Victoria Drummond, Campus PDC

**MEETING NOTES OF THE  
UNIVERSITY FACILITIES PLANNING BOARD  
February 23, 2016**

**Members Present:** Walt Banziger – Co-Chair, Jeff Butler, Brenda York, Neil Jorgensen, Kurt Blunck, Tom Stump, Kathy Marcinko, Bob Lashaway, Chris Fastnow, Fatih Rifki, James Thull, Julie Tatarka, Kyle Glose, Michael Everts, David Singel

**Proxy:** Walt Banziger for Kregg Aytes

**Members Absent:** Charles Boyer, Chris Kearns, Allyson Brekke

**Staff & Guests:** Randy Stephens, Candace Mastel, Matt Caires, Steve Erickson, Brett Gunnink, Kristin Blackler, Rebecca Gleason, David Kack, Victoria Drummond, Bill Mackin, Jim Dolan, Ryan Diehl, Bill Mackin, Frank Parrish, Robert Putzke, Brad Daws, Sam Des Jardins, Brett Gunnink, Erik Grumstrup, Noah Bosworth, Emma Bode, Dave Roberts

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

**ITEM No. 1 – Approval of Meeting Notes**

Glose moved to approve the draft notes from November 17, 2015. Fastnow seconded the motion. The meeting notes were approved unanimously. York moved to approve the draft notes from January 12, 2016. Blunck seconded the motion. The meeting notes were approved unanimously. Jorgenson moved to approve the draft notes from January 26, 2016. Glose seconded the motion. The meeting notes were approved unanimously.

Draft notes from February 9, 2016 to be distributed before next meeting.

**ITEM No. 2 – Executive Committee Report**

Banziger updated UFPB on the temporary location of storage units associated with the Miller Dining Hall project next to McCall Hall and the Yellowstone Hall site; these units are no longer in use and have been removed.

**ITEM No. 3 – CONSENT AGENDA**

**a. Update on Request for Student R&R Building Fee Funds for Tietz Engineered Systems Upgrades**

On January 26, 2016, UFPB reviewed the request for \$500K in support of the Tietz Hall Engineered Systems Upgrades from the Student Building Fees Fund. Upon further discussion with the Provost's Office, the Office of Research & Economic Development, and Business and Finance, funding from additional sources has been identified and the amount that will be used from the Building Fees Fund has been reduced to \$180K. Shared funding will come from the Provost's Office and the VP of Research & Economic Development. This request does not need to go to ASMSU for resolution. UFPB voted unanimously in favor of this change.

**ITEM No. 4 – RECOMMENDATION - Outdoor Recreation Bouldering Rock Site Location**

Candace Mastel presented the proposal to install a bouldering rock near Yellowstone Hall, between the new building and Mandeville Creek. Outdoor Recreation has received some funding from ASMSU for this project, and the plan is to collaborate with Langlas, who is currently on site for Yellowstone Hall, to do the site work. The bouldering rock will be built by Stronghold and be similar to the existing bouldering rocks at Langohr Park and Bozeman Pond. The structure will be about twelve feet tall.

A group consisting of people from Outdoor Recreation, the School of Architecture, the community and students will hold a design charrette in March. Outdoor Recreation will be responsible for maintenance of the structure. The structure will have a textured surface and climbing features, but there will not be any mechanical holds attached to the structure. Erickson added that since there are no moving parts, maintenance will be relatively low. There will be fall protection around the base, and ADA accessibility is being developed. Everts added that the outcome of the charrette will include a diagram of how ADA access will be addressed.

Butler asked if there is a plan for removal in future due to deteriorated condition; Diehl responded that a statement to that effect could be included in the Memorandum of Understanding (MOU). York asked if there will be a path for access to the structure; Mastel showed the plan for a path from the bridge and sidewalk to the structure, with a potential for a transition area around the structure. This is to be explored further at the design charrette.

Stump moved to recommend installing the Bouldering Rock in an already existing recreation area. Glose seconded the motion. The motion passed unanimously.

The vote:

Yes: 16

No: 0

#### **ITEM No. 5 – RECOMMENDATION - New Surface Parking Lot**

The following are comments from the public that were heard prior to the presentation and discussion:

David Kack, from Western Transportation Institute (WTI) and a member of PTAC, explained that he voted against the new parking lot in PTAC vote. A recent comprehensive parking study showed at peak time there are about 850 spaces available on Campus. He brought up options that could cost less than the parking lot, including an on-campus shuttle, and incentives to park further from the core of Campus. Kack also brought up the Climate Action Plan (CAP) that has been implemented and successful; he explained that transportation to Campus and the amount of parking spaces being added should be addressed.

Mastel summarized comments on behalf of EJ Hook (attached). Hook prefers the location on north side of the proposed site because it follows the Long Range Campus Development Plan (LRCDP) in moving parking to the periphery of Campus, it is close to W. College Street, and adjacent to the existing shared use path. His second comment is “it is unfortunate that the pace required to develop this plan did not leave adequate time for an inclusionary process. Because of the short time allowed the plan addresses only one mode of transportation, vehicles, rather than look at the University’s transportation needs holistically...It seems the design/construction of this lot is likely to proceed at the prescribed pace. In cognizance of this time table [Hook] would ask that UFPB consider approving further design development of the north site with the caveat of including a multi-modal improvement as part of, or complementary to, the proposed parking improvement.”

Mastel added her own comments; she asked UFPB to consider providing parking only for that displaced by the New Dining Hall construction. She also suggested using remaining funds to develop or implement goals and objectives of the Bicycle Master Plan and the Parking and Transportation Plan. Lastly, she recommends consideration of the benefits of reducing demand on existing parking, by being progressive and developing alternatives that promote multi-modal transportation opportunities for the entire Campus community.

Rebecca Gleason, from WTI, thinks the University is missing an opportunity to use all the tools that are available. The CAP outlines tools to reduce parking demands, including guaranteed ride home programs and priority parking for carpool vehicles. There are also low cost opportunities for disincentives, such as increased parking fees, distance-based parking fees and parking meters.

Kristin Blackler, the Director of the MSU Office of Sustainability, reminded the Board that two goals of the Parking and Transportation Plan are to improve multi-modal connectivity between the Campus and off-campus destinations and to reduce the number of single occupant vehicles on and around Campus. She encouraged UFPB to make the approval of the parking lot conditional on using a portion of the funds for multi-modal planning.

Victoria Drummond, MSU Associate University Planner, said she thinks there is momentum at MSU to develop multi-modal transportation. She suggests that we continue with the new parking lot project but set aside some funds to mitigate the need for parking and provide benefit to bike users.

Kyle Glose read a letter on behalf of Bradley Jones, ASMSU Senator and representative on PTAC (attached). The letter addresses Jones’ concerns about the lack of opportunity for students and the public to comment on the activities of PTAC, and proposed the new parking lot be presented to the ASMSU Senate.

Emma Bode, President of the student club Sustainability Now (SNOW), stated that she opposes the proposed parking lot because encouraging more biking would be more in line with the CAP. Noah Bosworth, also from SNOW, voiced his support for Bode's comment.

Robert Putzke presented the proposal for the new surface parking lot as a recommendation from the Parking and Transportation Advisory Committee (PTAC). This project has come up because the location chosen for the New Dining Hall may affect about 40 to 50 parking spaces. This parking lot is intended to make sure there is no net loss in parking spaces and to alleviate the general lack of parking in the north east quadrant of Campus. With the increase in enrollment, Parking Services is seeing the parking lots in this area of Campus filling up more quickly. Putzke acknowledged that there are unused parking spaces at peak demand times at the Stadium.

The timeline for this project is tight, due to the schedule for ground breaking on the New Dining Hall in Fall 2016. The budget for the new parking lot is \$500K and this will have a constraint on the amount of parking spaces that will be provided (about 184 parking spaces). The area being considered is north of the Family & Graduate Houses, between Glacier Court and College Street and South 13<sup>th</sup> and South 15<sup>th</sup> Avenues.

The PTAC reviewed the proposal for the new parking lot on February 22, 2016, and recommended to UFPB that a new surface parking lot be located in this area, either on the north or south portion of the site. Kurt Blunck responded to the letter from ASMSU Senator Bradley Jones; an email went out to every member of PTAC the week prior to the meeting on February 22<sup>nd</sup>, as soon as it was known that the PTAC meeting date would be changed, announcing the agenda item. He also noted that PTAC did not meet during November, December and January due to holidays and a lack of agenda items.

Walt Banziger gave some background on the site for the New Dining Hall; all three of the site options that were being considered would have affected parking in some way. The site that was recommended to President Cruzado is north of the Chemistry Biochemistry Building. Prior to approving a site, Cruzado has tasked CPDC with addressing the dislocated parking and functions of the Chemistry Modular Buildings. The urgency of the new parking lot is based on the schedule of the New Dining Hall to break ground by October 2016 and be open for Fall 2018. If this schedule is not met, the Dining Hall will not be able to open until Fall 2019.

Thull asked where the funding for the new parking lot is coming from; \$50K will come from Parking Services and the remainder is still being identified. Thull also asked if any alternatives to a parking lot have been discussed. PTAC did discuss other options, including a shuttle, which can cost about 250K per year to operate; Blackler noted that there may be some ways to decrease this cost. Butler added that running a shuttle could be net addition to emissions.

Fastnow asked why it is proposed to add parking in this area of Campus instead of just replacing what is dislocated by the New Dining Hall. Putzke responded that the demand in that area is very high, and that the majority of complaints are from parking in this area.

Singel asked what type of permit types the new parking lot would provide (housing, commuter, etc.) and what type of parking is being lost. Blunck responded that the type of permits in the new lot has not been determined and the parking that is being lost is reserved (R6) parking and E parking in the lot by the Chemistry Biochemistry Building (East Linfield Lot). There will also be some E spaces lost on Harrison Street. Singel would like to have a clear idea if there is going to be a decrease in student (living in the Residence Halls) permits in this area. Blunck explained that he has had a significant amount of complaints from commuters (staff, faculty and students) regarding parking in this area. The East Linfield, West Linfield, Greenhouse, Deer Street, and Antelope lots are all mixed-use lots. Recent surveys showed that the mixed use lots closer to housing are about 50% full with E parking permits on average. Stump added that discussions with students that live in this area have resulted in hearing that they are interested in parking in the parking garage at night.

Glose commented that it has been an ongoing trend that we add parking spaces as enrollment increases, but MSU continues to have problems with parking. He asked if this is really a solution to the problem of transportation to the core of Campus. Blunck responded that the increase in parking is in response to the increase in size of University and many things are affected by the increased enrollment.

Stump proposed that we view the agenda item today as an informational item, and come back to the next UFPB meeting for a vote on the recommendation. This gives time to present this to ASMSU, IFC and RHA. The additional information requested for the next UFPB meeting is (1) information from peer institutions on parking spot to student and staff ratio (this has been presented to UFPB in the past and some information can be taken from the Parking and Transportation Plan), and (2) a plan that shows cascading parking permit types (E, R, SB, etc.) moving to the new parking, or sense of priorities (we will try to get some information on this).

Lashaway motioned proposed that this item be viewed as an informational and will come back to the next UFPB meeting as a recommendation item, Stump seconded the motion. The motion passed unanimously.

The vote:

Yes: 16  
No: 0

#### **ITEM No. 6 – RECOMMENDATION - Site for Relocation of Chemistry Modular Buildings**

The following are comments from the public that were heard prior to the presentation and discussion:

Erik Grumstrup, from the Department of Chemistry and Biochemistry, and is representing colleagues Bern Kohler and Rob Walker, who have labs in the Chemistry Modular Buildings. Currently 50% of their research group travel between the Modulars and the Chemistry Biochemistry Building hourly each day. If the Modulars are moved a long distance, this will not work for their operations.

Dave Roberts, Ecology Department Head, stated he has two research faculty with labs in the Modulars and he is concerned about where they are going to be relocated.

Victoria Drummond commented that the need to relocate the Modulars came up quickly, and we are trying to meet with individuals that are occupants of the Modulars.

As noted in the previous agenda item, the site for the New Dining Hall has not yet been approved, and Cruzado has tasked CPDC with addressing the relocation of the occupants of the Modulars and the relocation of the ADA instructional lab. Singel asked for clarification that this item is to address the Modulars not the occupants of the Modulars. Banziger noted that the solution will include moving the occupants with the Modulars or to another space on Campus and Drummond is working with the occupants and the Space Management Committee (SMC) on this.

Sam Des Jardins presented the proposal to relocate the Modulars to a location that is better suited for the type of operations that the Modulars are used for. The four potential locations that are being proposed are in Research Court, off S. 5<sup>th</sup> Avenue. Site A is next to building #630, known as the Kellogg Center. Site B is the current location of the Aquatic Science building (#220), which is currently not in use and there are utilities to the site. The Aquatic Science building would be relocated to the east of building #211. Site C is a vacant lot, next to building #533, which is where Joe Shaw's operation is located. Site D is also a vacant lot, next to building #534 and near the atmospheric gaging windmill.

Supplying utilities to sites C and D may be more difficult than Site B. Sites C and D are also in close proximity to Shaw's observation, which looks east to northeast and to Cobleigh Hall, but the height of the Modulars should not affect his research. From a planning perspective, site B fills in that corner with the neighboring buildings once building #220 is moved and has adjacencies to the existing utilities.

Glose asked if the Aquatic Science Building would need to be connected to utilities; Des Jardins responded that this is not an immediate need. Singel asked if this proposal would this work for the current occupants; Roberts responded that Research Court is not ideal but could be used because there are not many other options.

Singel suggested that this item also be changed to an informational item, and work toward a solution that also informs about the relocation of the occupants to bring back for recommendation in two weeks. Marcinko seconded the motion. Lashaway explained that the relocation of the occupants will be addressed by SMC and UFPB is recommending a location to move the Modulars. SMC will also discuss the temporary nature of the Modulars and assignment of space in them. Banziger added that Cruzado would like to be presented options for locations for the Modulars so UFPB should eliminate any options that are not acceptable. Lashaway expressed that this project needs to move forward more quickly than the new parking lot.

The group discussed if there are any other site options for the relocation of the Modulares. Brett Gunnink commented that for the College of Engineering use, any of the locations in Research Court would be as good as the current location. Drummond is also currently meeting with the all the occupants of the Modulares; what she has heard so far is they cannot think of any other appropriate locations, and this would be an acceptable location if the only other alternative was along or off S. 19<sup>th</sup> Avenue. Banziger stated that CPDC has not found any other appropriate locations east of S. 11<sup>th</sup> Avenue. Butler added this is a solution to get these temporary facilities out of the core of Campus, and into an area where there are other temporary facilities. Based on this discussion, Singel withdrew the motion.

Singel moved to recommend sites B, C or D, with the caveat that the occupants of the Modulares be addressed in an appropriate and satisfactory manner. Blunck seconded the motion. The motion passed unanimously.

The vote:

Yes: 16  
No: 0

**ITEM No. 7 – RECOMMENDATION - Lincoln Sculpture Site Proposals**

This item will be moved to the next meeting.

**ITEM No. 8 – RECOMMENDATION - Sonny Holland Sculpture**

This item will be moved to the next meeting.

This meeting was adjourned at 5:10p.m.

CM:lsb

PC:

President Cruzado	Heidi Gagnon, VP Admin & Finance	Julie Kipfer, Communications
Amber Vestal, 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
Julie Heard, Provost’s Office	Tony Campeau, Registrar	Robin Happel, College of Agriculture
ASMSU President	Robert Putzke, MSU Police	JoDee Palin, College of Arts & Arch
Pam Schulz, VP Admin & Finance	Becky McMillan, Auxiliaries Services	Victoria Drummond, Campus PDC

**New Surface Parking Lot-**EJ comments as Environmental Services Manager and member of CSAC

**Comment 1:** I strongly prefer the north location for the lot because—

- It most fully captures the intent of the Design Guidelines as a peripheral location
- According to the LRCDP 10 and 25 year projected build outs the northern location remains a viable space for parking longer than the southern location.
- It places the lot closer to the College Street multi-modal path system.
- The irrigation infrastructure and 13<sup>th</sup> Street Recycle location were developed assuming the northern location

**Comment 2:** It is unfortunate that the pace required to develop this plan did not leave adequate time for an inclusionary process. Because of the short time allowed the plan addresses only one mode of transportation, vehicles, rather than look at the University's transportation needs holistically.

The University is currently developing a Transportation Master Plan and a Bicycle Master Plan which both have goals of increasing mode share. Both plans have been presented and commented on by multiple stakeholder groups who, in general, accept the idea of increasing and encouraging mode share. This plan presents an opportunity to continue progress towards the multi-modal goal. I do not think we should let this opportunity to incorporate multi-modal improvements pass us by. This is a chance to set the stage for the future of transportation and transportation management on our campus.

It seems the design/construction of this lot is likely to proceed at the prescribed pace. In cognizance of this time table I would ask that UFPB consider approving further design development of the north site with the caveat of including a multi-modal improvement as part of, or complementary to, the proposed parking improvement.

It would have been best to have fully developed multimodal option for consideration but there hasn't been time to do so. I can only offer my ideas for multimodal improvements that could be part of, or complementary to, the project—

- Include adequate pedestrian/bicycle access from the proposed parking lot to campus
- Widen and improve Animal Bio bridge over Mandeville Creek to safely accommodate bicycles and pedestrians as well as increase the efficiency of snow removal operations.
- Improve bicycle/pedestrian access to east end of Mall from 7<sup>th</sup> Street
- Improve utilization of south parking lots documented as under-utilized in the Transportation Master Plan study

TO: University Facilities and Planning Board

FROM: Bradley Jones, ASMSU Senator, Representative to PTAC

SUBJECT: New parking lot west of Antelope Lot

DATE: 23 February 2016

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As the ASMSU representative on PTAC, I have concerns about the lack of opportunity for students and the public to comment on the activities of PTAC, particularly yesterday's vote regarding the proposed new parking lot west of Antelope lot. During this academic school year, the only PTAC meeting prior to February 22 was held on October 28, 2015. The following meetings were cancelled:

- September 24, 2015
- November 25, 2015
- December 2, 2015
- January 27, 2016

An agenda was not circulated with the rescheduling of the PTAC meeting, so I was unaware that there would be a vote to recommend spending \$500,000 on a new parking lot west of Antelope lot. I would presume the public was equally unaware of this considering that the date was moved forward and location of the PTAC meeting was changed. I'm also concerned that the new parking lot was listed on the agenda under Informational Items rather than Action Items, implying that there would be no vote on the item, only a presentation.

I am concerned that the students and the public voice are being overlooked in the rush to approve this parking lot. I would propose that UFPB postpone voting on this expenditure and ask that both UFPB and PTAC consider presenting to the ASMSU Senate in order to hear the voice of students and the public on this expenditure.

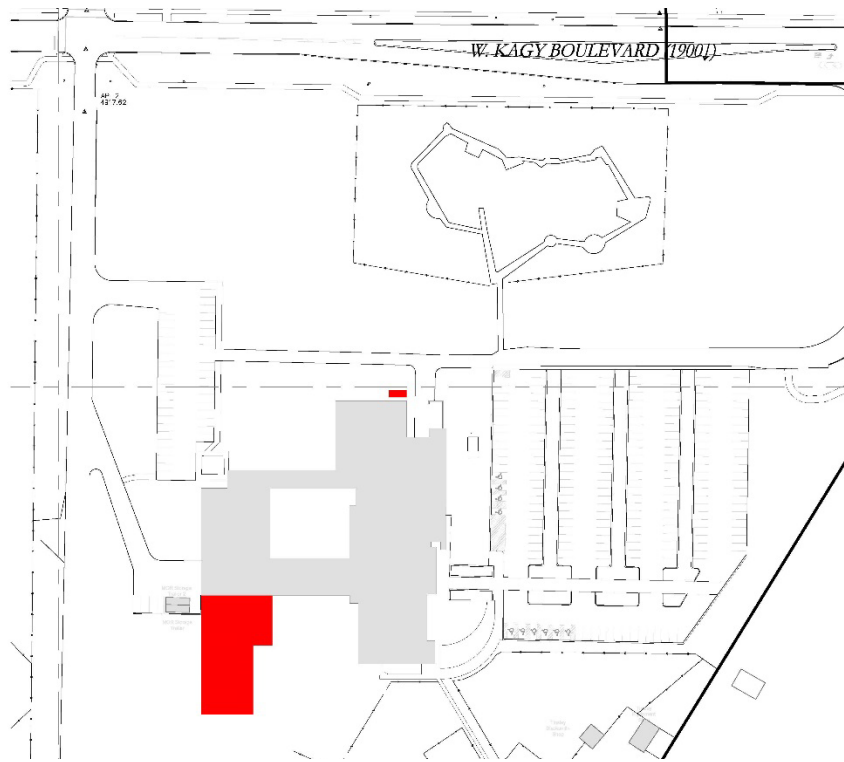
Bradley Jones,  
ASMSU Senator At-Large



## **CONSENT AGENDA**

### **a. Temporary Storage for Museum of the Rockies**

The Museum of the Rockies plans to start construction of the previously reviewed Collection Storage addition early Summer 2016. Spaces currently used by their education department for summer programs storage will be affected and need to be housed elsewhere on site. The Museum proposes to meet this need in a leased shipping container to be located immediately to the west of the northeastern loading dock, which locates it near the fenced area used by these summer programs. The container would be in place in April/May 2016, in use for two summers (2016 and 2017) to avoid conflicts with construction activities, and would be removed during Fall 2017. The Museum would place the container on the lawn and reseed as required; they will pay for the container lease.



Large red block is the proposed addition, small red block is the proposed 20' x 8' shipping container discussed in this application.



Shipping container to be located to the left (west) of the existing northeast loading dock.





**UNIVERSITY FACILITIES PLANNING BOARD**

April 5, 2016

<b>ITEM # 4</b>		<b>Campus Standard Restroom Signage Modification to Campus Design Guidelines</b>				
<b>PRESENTERS:</b>						
Randy Stephens, University Architect						
<b>PROJECT PHASE:</b>	<b>PLANNING</b>	<b>SCHEMATIC</b>	<b>DESIGN DOCUMENTS</b>	<b>X</b>	<b>CONSTRUCTION DOCUMENTS</b>	
<b>VICINITY MAP:</b>						
Campus Wide						
<b>STAFF COMMENTS:</b>						
<p>On March 16, 2016, President Cruzado approved the modification to the Campus standard restroom signage, as presented to UFPB on March 8, 2016. The following is a modification to the MSU Campus Design Guidelines:</p> <p>Restroom requirements vary widely depending on the type and function of the building in which they exist. There are, however, common guidelines and requirements for restrooms across building types at MSU that should be followed.</p> <p>Montana State University is committed to creating and sustaining a campus environment that supports and values all members of our community. MSU seeks to promote a friendly environment in which to live, work, and study. One aspect of creating an inclusive environment is the availability of safe, accessible, and convenient toilet room facilities. Campus constituents may experience difficulty, inconvenience, or harassment when using gender specific toilet room and facilities. Gender neutral facilities are necessary from the perspective of universal design and for people who may need personal assistance services, individuals that may face discomfort or discrimination in gender specific facilities, and families with small children.</p> <p>Please see the attached revised Restroom Design Criteria from the Campus Design Guidelines (Section 6.9).</p>						
				<b>YES</b>	<b>NO</b>	
<b>MSU POLICIES</b>				<b>X</b>		
<b>COMMITTEE OR APPROPRIATE REVIEW</b>				<b>X</b>		
<b>MASTER PLAN</b>				<b>X</b>		
<b>BOARD ACTION REQUIRED:</b>						
Informational for modification to the MSU Campus Design Guidelines.						

## 6.9 Restroom Design Criteria

### 6.9.1 General Design Criteria

Restroom requirements vary widely depending on the type and function of the building in which they exist. There are, however, common guidelines and requirements for restrooms across building types at MSU that should be followed.

1. Restroom locations shall be easily located and visible.
2. Locate on the same floor as the population being served, with visibility to prevent crime and vandalism.
3. All restrooms in new and remodeling projects are to fully comply with current IBC and ADAAG guidelines.
4. Locate where accessible and convenient to entire building population and visitors, able and disabled.
5. Locate within 75 feet from any workstation or area.
6. Minimum requirements are per the student and staff section of the current International Association of Plumbing and Mechanical Officials (IAPMO) guidelines, applicable current codes and Authority Having Jurisdiction (AHJ).
7. Consult Plumbing section of these guidelines for pipe sizing and for selection criteria for plumbing fixtures and faucets.
8. Provide wall-hung toilets and urinals in lieu of floor mounted fixtures when feasible.
9. Finishes shall be hard, durable, smooth, water resistant, and easily cleanable. Provide wainscot at five feet AFF minimum. Tile grout shall be tinted, not white. Counters with sinks should never be plastic laminate.
10. Restroom design elements and finishes in remodeling projects should reflect the design and materials in the building in which the remodeling takes place. This is especially important in historic buildings.
11. Provide depressed slab(s) sloped to drain(s) at one-eighth inch per one foot minimum in restrooms at all new construction.
12. Consider use of durable materials with high recycled content.
13. Provide floor mounted, ceiling supported, partitions with textured, anti-graffiti or graffiti resistant surfaces. Partitions should be solid phenolic resin type. Provide a coat hook on stall door interior. Provide dividers at urinals as well.
14. Consult section of these guidelines that refers to selection of restroom accessories. Note that standards for accessories may vary between Academic and Auxiliaries buildings.
15. In restrooms that include showers, the following should be considered:
  - A. In residence halls each shower in shared shower rooms should have a separate space for changing and should have adequate places to set toiletry kits during showering and hooks for clothing.
  - B. If possible, each shower should have its own drain.
  - C. ADA shower stalls can be either roll-in type or transfer type.

- D. The preferred material for shower walls is one-quarter inch solid surface panels in as large panel sizes as possible
16. Convert existing single-occupancy or single-stall restrooms in all MSU owned buildings from gender-specific to all gender facilities with privacy and security as noted in the guidelines. It is anticipated that conversion will usually be limited to revised signage.

#### **6.9.1 Gender Specific/Multi Stall Restroom Design Criteria**

Construction, renovation, alteration and replacement of restroom facilities are subject to federal, state and local building codes. In general, the occupancy load of university buildings shall dictate the requirement for multi stall restrooms. If/when gender specific/multi stall restrooms are provided, the guidelines and requirements across building types at MSU shall follow the currently adopted applicable codes.

#### **6.9.2 Gender Neutral Restroom Design Criteria**

Montana State University is committed to creating and sustaining a campus environment that supports and values all members of our community. MSU seeks to promote a friendly environment in which to live, work, and study. One aspect of creating an inclusive environment is the availability of safe, accessible, and convenient restroom facilities. Campus constituents may experience difficulty, inconvenience, or harassment when using gender specific restroom and facilities. Gender neutral facilities are necessary from the perspective of universal design and for people who may need personal assistance services, individuals that may face discomfort or discrimination in gender specific facilities, and families with small children.

As such, a minimum of one gender neutral restroom shall be included for all major renovations, additions, and for new construction as is reasonably feasible. These guidelines focus on providing a safe environment, consistent with MSU principles of community. Restroom design criteria and requirements vary widely depending on the type and function of the building in which they exist. The guidelines and requirements for gender neutral restrooms across building types at MSU shall follow the currently adopted applicable codes as well as include:

1. In major renovations or where major restroom renovations are part of the scope, inclusion of one gender neutral restroom if not already existing, should be included. In general, for small and medium renovations, requirements for gender neutral restrooms shall not be required.
2. Where applicable, gender neutral restroom shall include a diaper changing table in addition to standard restroom fixtures/equipment.
3. Door hardware shall have a privacy latch. Ideally when the latch is in the locked position, the exterior hardware displays the word "occupied."
4. Restroom signage shall meet all federal, state, local and ADA signage requirements. Typically all gender restrooms will be signed as "RESTROOM" and include the ADA pictogram when those requirements are met.

5. Residential Facilities - Because of the variety of facilities that Residence Life deals with, the Consultant shall discuss with the User specific project requirements and criteria.
  - a. However it is expected that at least one gender neutral restroom be provided as part of major renovations or new construction.
6. In restrooms that include showers, the following should be considered:
  - a. Each shower in shower rooms should have a separate space for changing and should have adequate places to set toiletry kits during showering and hooks for clothing.
  - b. ADA shower stalls can be either roll-in type or transfer type.
  - c. The preferred material for shower walls is one-quarter inch solid surface panels in as large panel sizes as possible.

### **6.9.3 Changing Rooms**

For new buildings, construct at least one gender neutral changing room in each location in the building where locker rooms or changing rooms are provided. For major renovations, construct at least one gender neutral private changing room in each location in any building where locker rooms or changing rooms are provided or when the locker room or changing room is renovated.

### **6.9.4 Showers**

Construct at least one gender neutral shower in new buildings in which showers are provided. If the shower or showers are located within a locker room/changing room facility, and for major renovation the gender neutral shower(s) shall be located so that the user need not leave the area to use the shower.

### **6.9.5 Family Care Rooms**

Recognizing the importance and benefits to families while on campus, MSU seeks to promote a family friendly environment in which to work and study. One suitable space for such purpose, a family care room, shall be included for all major renovations and for new construction, and is to be readily available during the time it is needed by faculty, staff or student.

MSU has two designated Family Care Rooms on campus and are located in 121 Hamilton Hall and 124 SUB. Both spaces are conducive of breast pumping and general care of infants. The following criteria shall be incorporated for the design of family care rooms, unless directed otherwise:

1. Size: 70 – 100 sf to accommodate the recommended furniture and equipment.

2. Location: Locate rooms in a safe, ADA-accessible area. If possible, the room should be located near an exterior door to provide access to designated parking spaces.
3. Privacy: Provide a user-operated, indicator dead bolt that displays an “occupied” message to discourage interruptions.
4. Sound Privacy: The room shall be designed to minimize the transmission of sound, both from room to adjacent space and from adjacent space to room, including but not limited to extending walls to structure above, sound attenuation within wall cavities, and sound-absorbing materials within the room.
5. Furniture: Provide a table or counter as a work surface for the pump and bottles to rest on in front of a task chair. Provide a comfortable, adjustable task chair with arms.
6. Electrical: At least one electrical outlet to power breast pumps. Refrigerators will not be provided in the space.
7. Plumbing: Provide a sink and faucet combination deep enough to wash bottles and pump parts.
8. Lighting: In addition to general lighting levels, provide task lighting over work areas and the ability to have lower lighting levels to create a calming setting.
9. HVAC: Temperature should be maintained year-round at a comfortable warm level. Locate individual thermostat in room for user control and thermal comfort.
10. Equipment: Provide an appropriate surface to allow for a baby-changing station. A wall-mounted changing station is preferable.
11. Accessories: Provide paper towel dispenser, coat hook and mirror.

<b>ITEM # 5</b>	<b>Concept Design of New Dining Hall</b>
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**PRESENTERS:**

Sam Des Jardins, CPDC Project Manager

<b>PROJECT PHASE:</b>	<b>PLANNING</b>	<b>SCHEMATIC</b>	<b>X</b>	<b>DESIGN DOCUMENTS</b>	<b>CONSTRUCTION DOCUMENTS</b>
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**VICINITY MAP:**



**STAFF COMMENTS:**

On March 25, 2016, President Cruzado approved site A for the New Dining Hall, following the approval of the new surface parking lot and the relocation of the Chemistry Modular Buildings.

Attached is the programmatic conceptual design for the New Dining Hall, for informational purposes to get comments and feedback prior to requesting approval of the Schematic Design (before the end of the Spring semester).

<b>COMPLIANCE:</b>	<b>YES</b>	<b>NO</b>
<b>MSU POLICIES</b>	<b>X</b>	
<b>COMMITTEE OR APPROPRIATE REVIEW</b>	<b>X</b>	
<b>MASTER PLAN</b>	<b>X</b>	

**BOARD ACTION REQUIRED:**

**No action needed – informational.**

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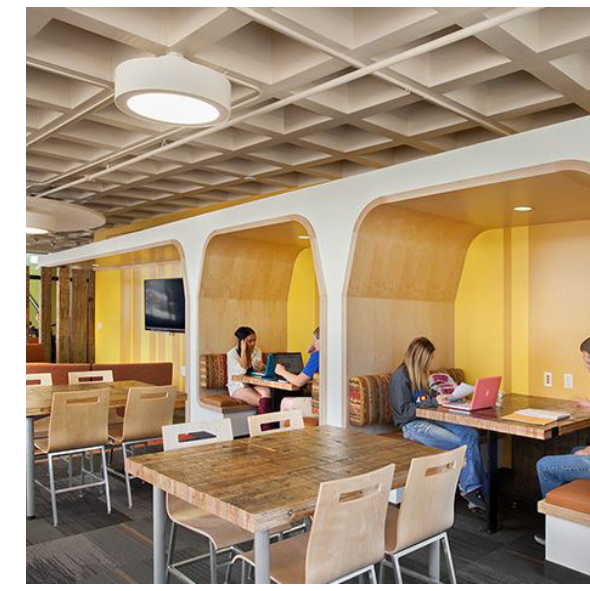




FUN AND UNIQUE



FRESH FOOD



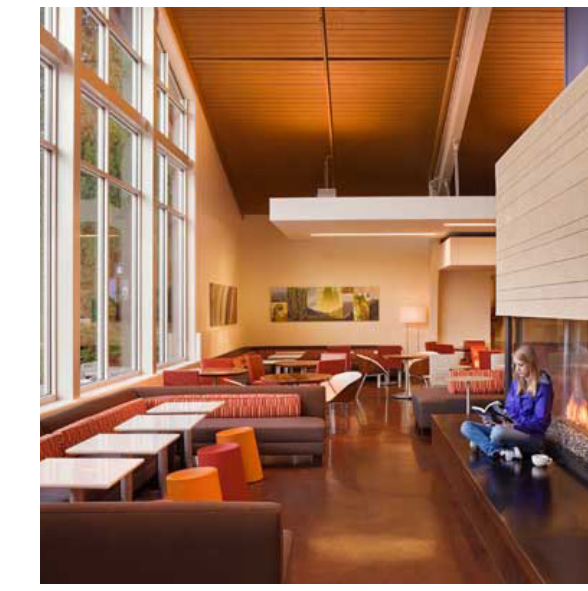
STUDY BEFORE A TEST



CATCH UP WITH FRIENDS

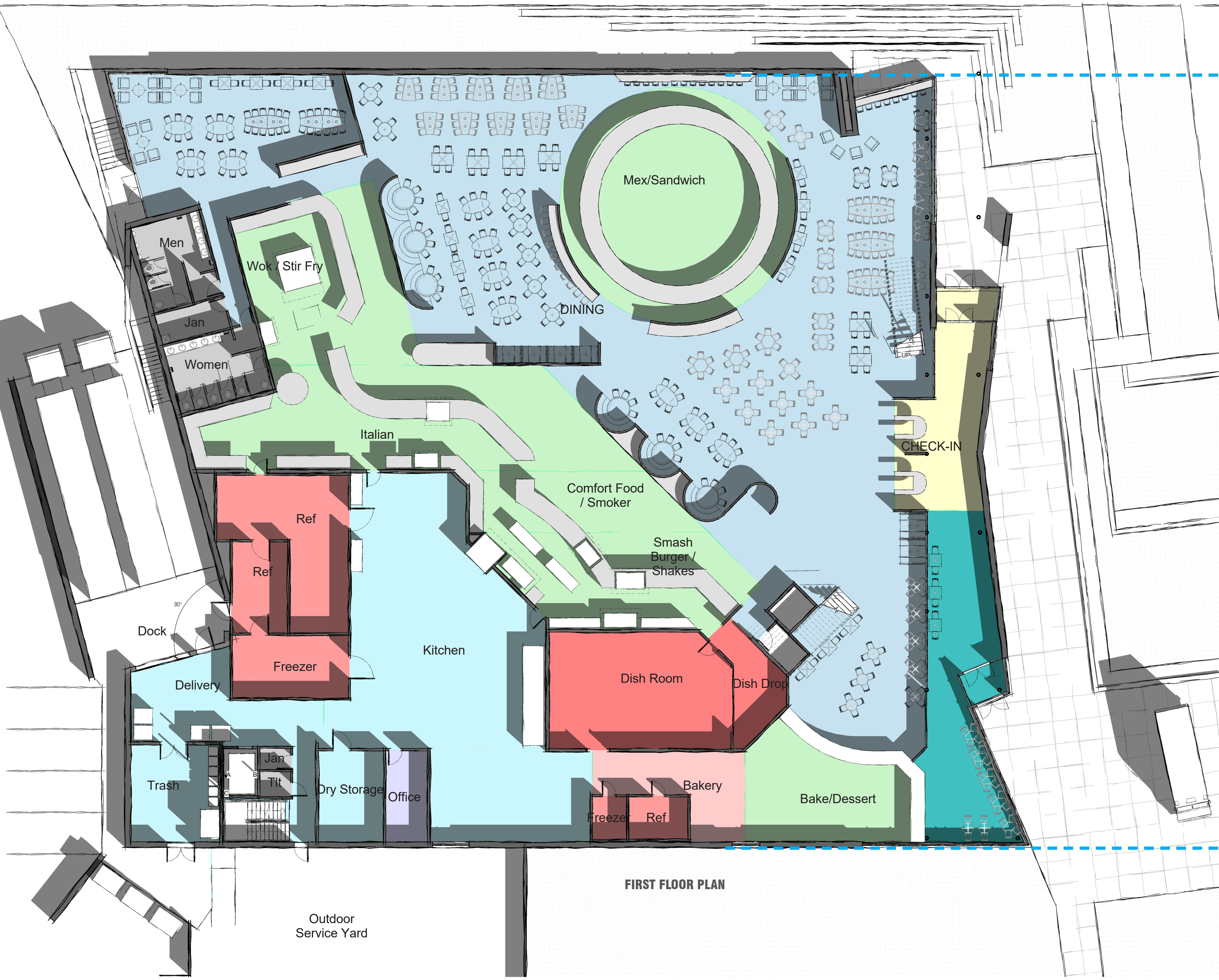


FUN FOOD CONCEPTS



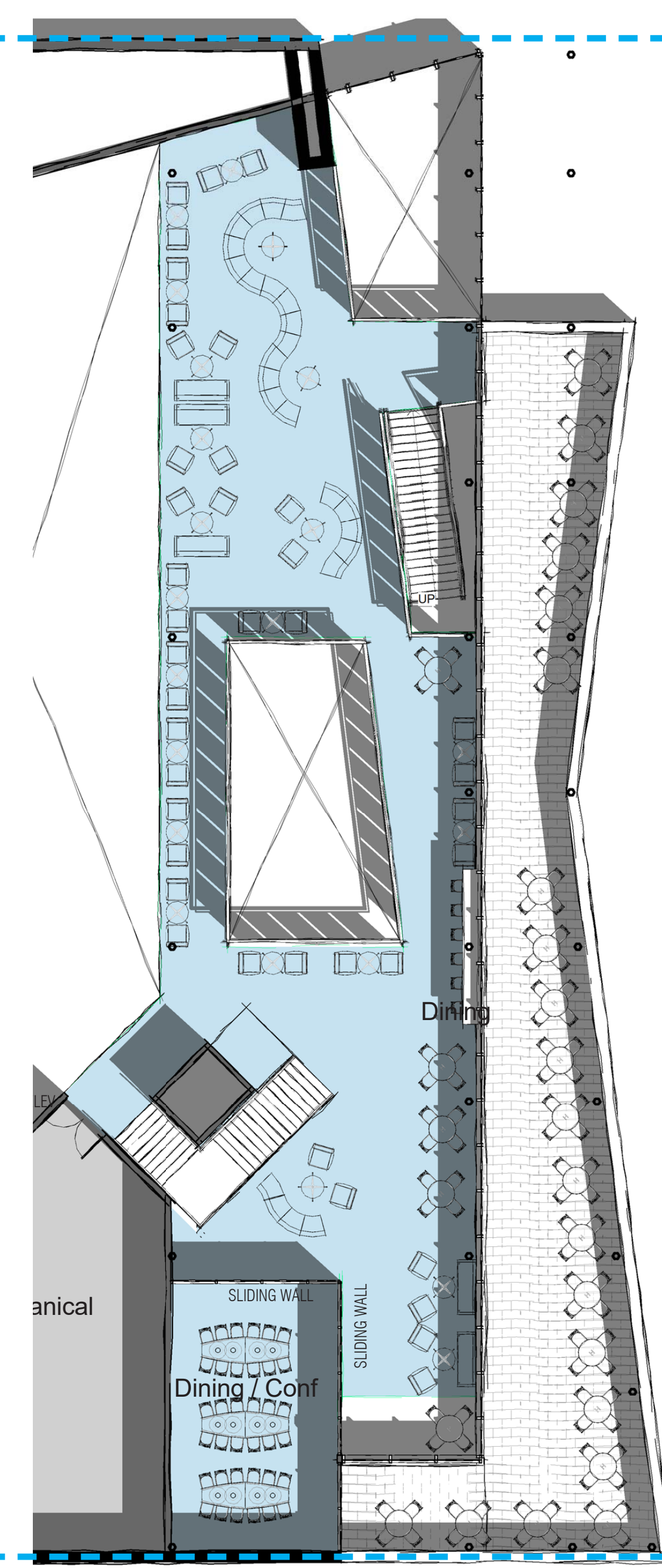
WARM AND TRANQUIL

- BUILDING INFO**
- JUST OVER 700 SEATS
  - SIMILAR IN SIZE TO MILLER DINING HALL
  - WILL HAVE INDOOR AND OUTDOOR SECOND LEVEL MEZZANINE SEATING
  - 6 MAIN DINING CONCEPTS



FIRST FLOOR PLAN

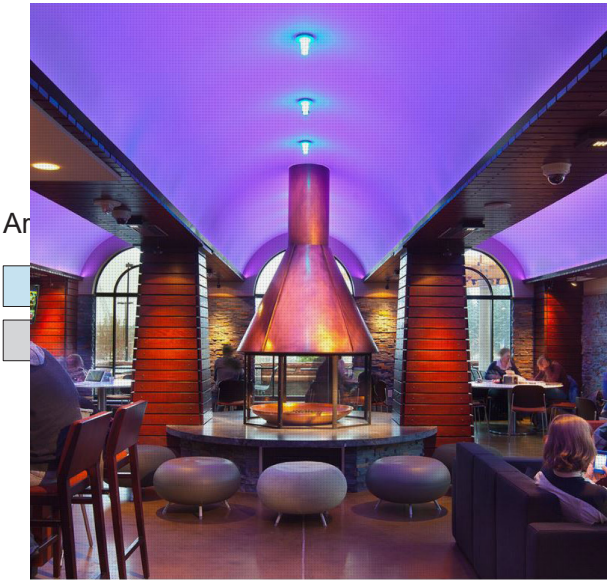
- Area Legend**
- ADMIN
  - CHECK-IN
  - COOL-FREEZE
  - DINING
  - DISHROOM
  - DOCK-DELIVERY
  - KITCHEN
  - RETAIL
  - SERVERY
  - SUPPORT



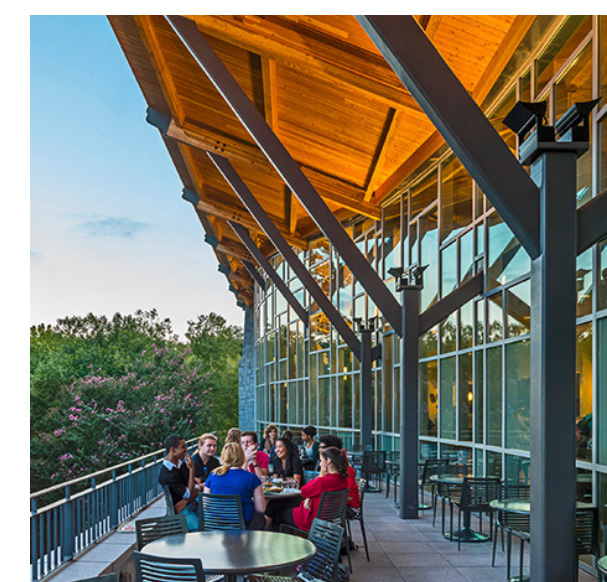
MEZZANINE PLAN



SEATS WITH A VIEW



A PLACE TO ESCAPE



SECOND LEVEL PATIO DINING



SEATS WITH A VIEW





YARD SPACE



LANDSCAPE GARDEN



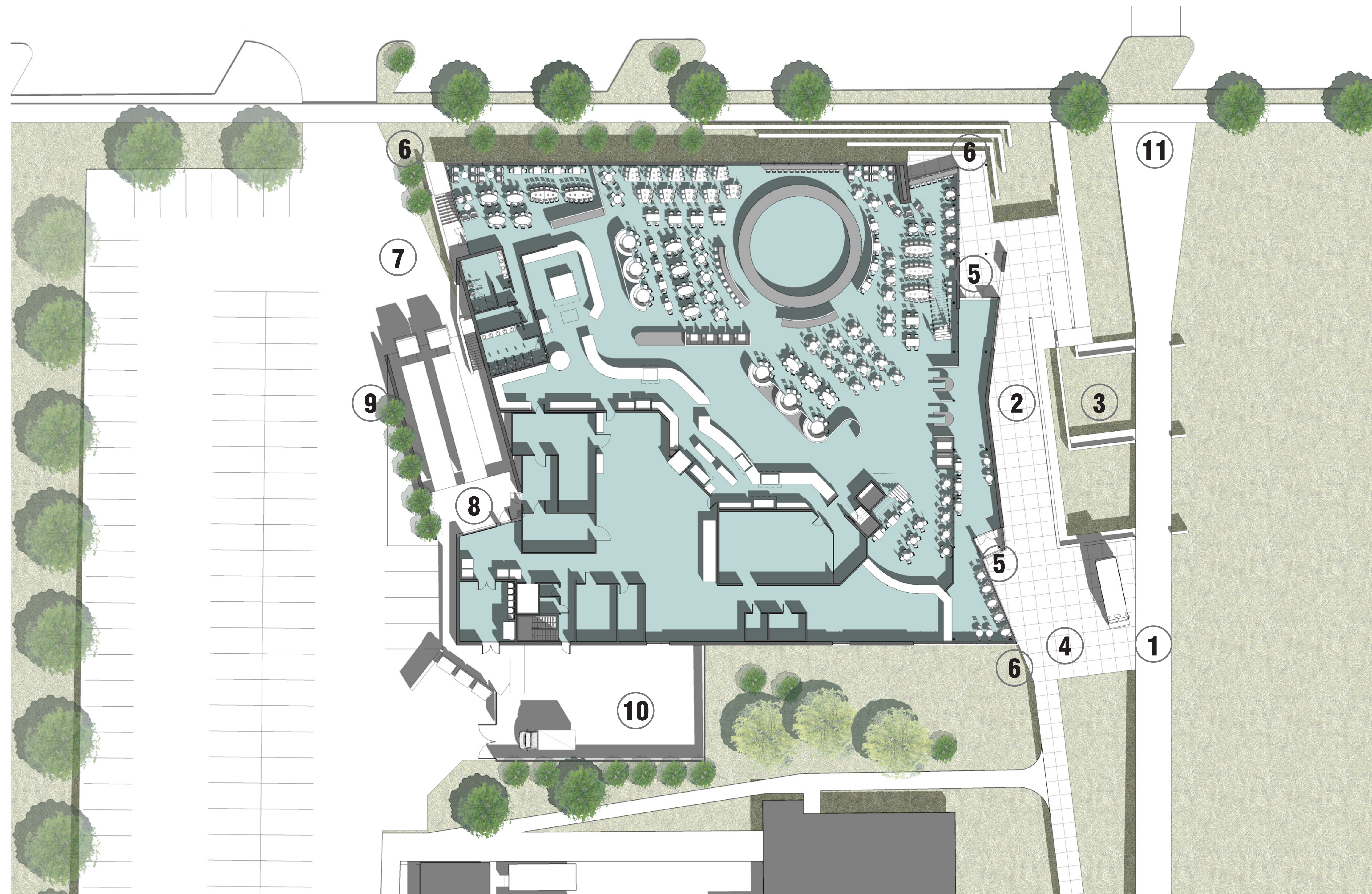
TERRACES



SUN DECK



FRONT PORCH

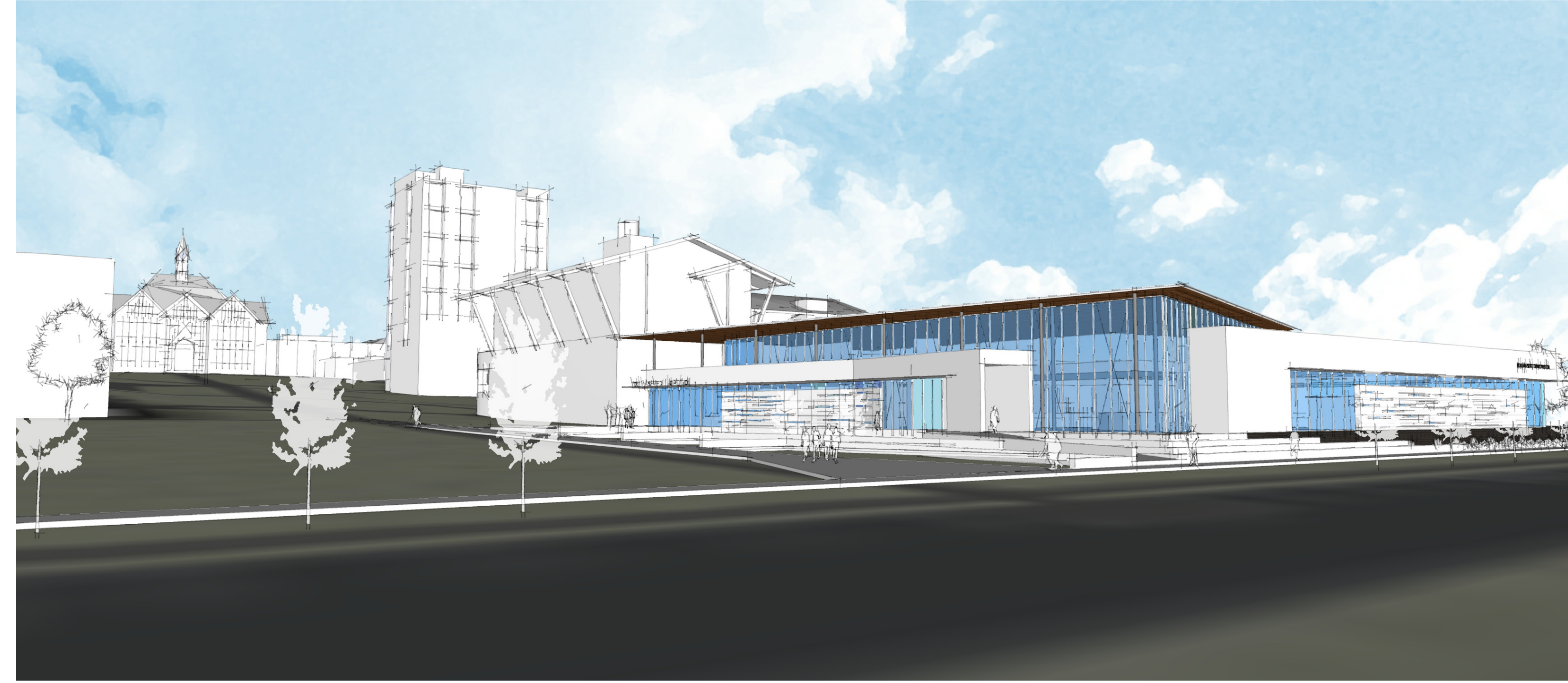


- ① MAIN MALL WALKWAY
- ② FRONT PORCH
- ③ FRONT YARD - TERRACES
- ④ ACTIVE PLAZA - SUN DECK
- ⑤ ENTRY
- ⑥ "BEACON" SIGNATURE CORNER
- ⑦ DELIVERY DRIVE
- ⑧ SERVICE DOCK
- ⑨ DOCK SCREEN
- ⑩ SERVICE YARD SCREENED
- ⑪ NORTH MALL VISTA





AERIAL FROM NORTH EAST



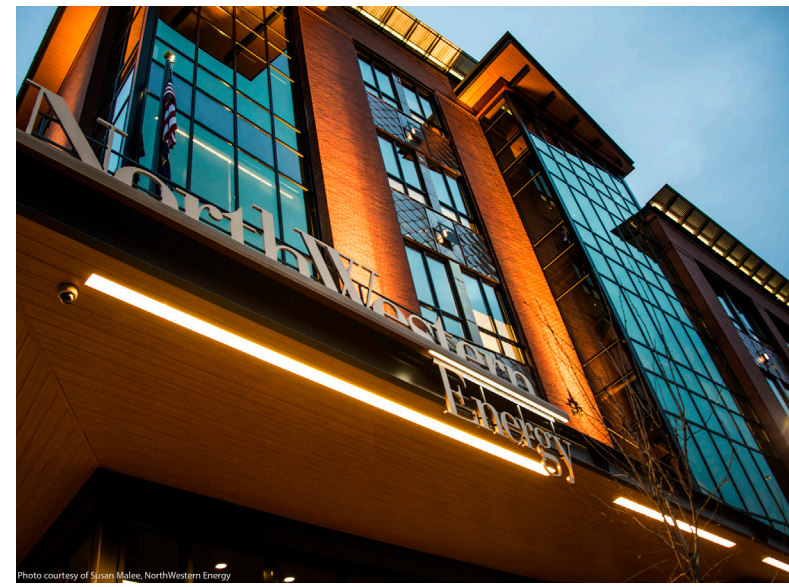
VIEW FROM JOHNSTONE CENTER



WARM AND INVITING



MASONRY AND GLASS



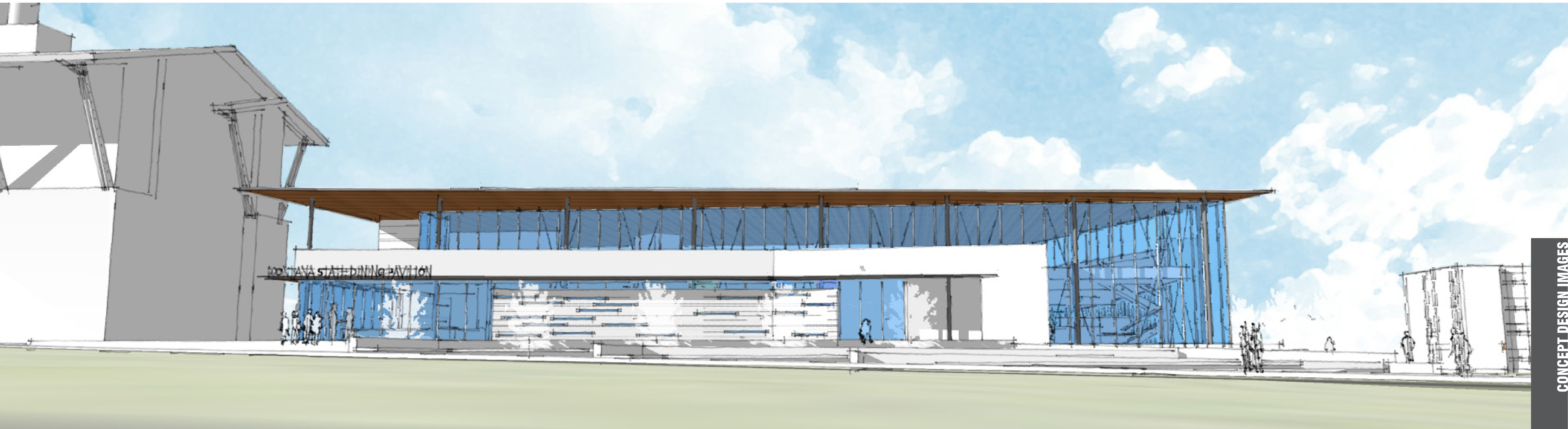
CREATIVE MATERIAL USE



WAY FINDING BEACON



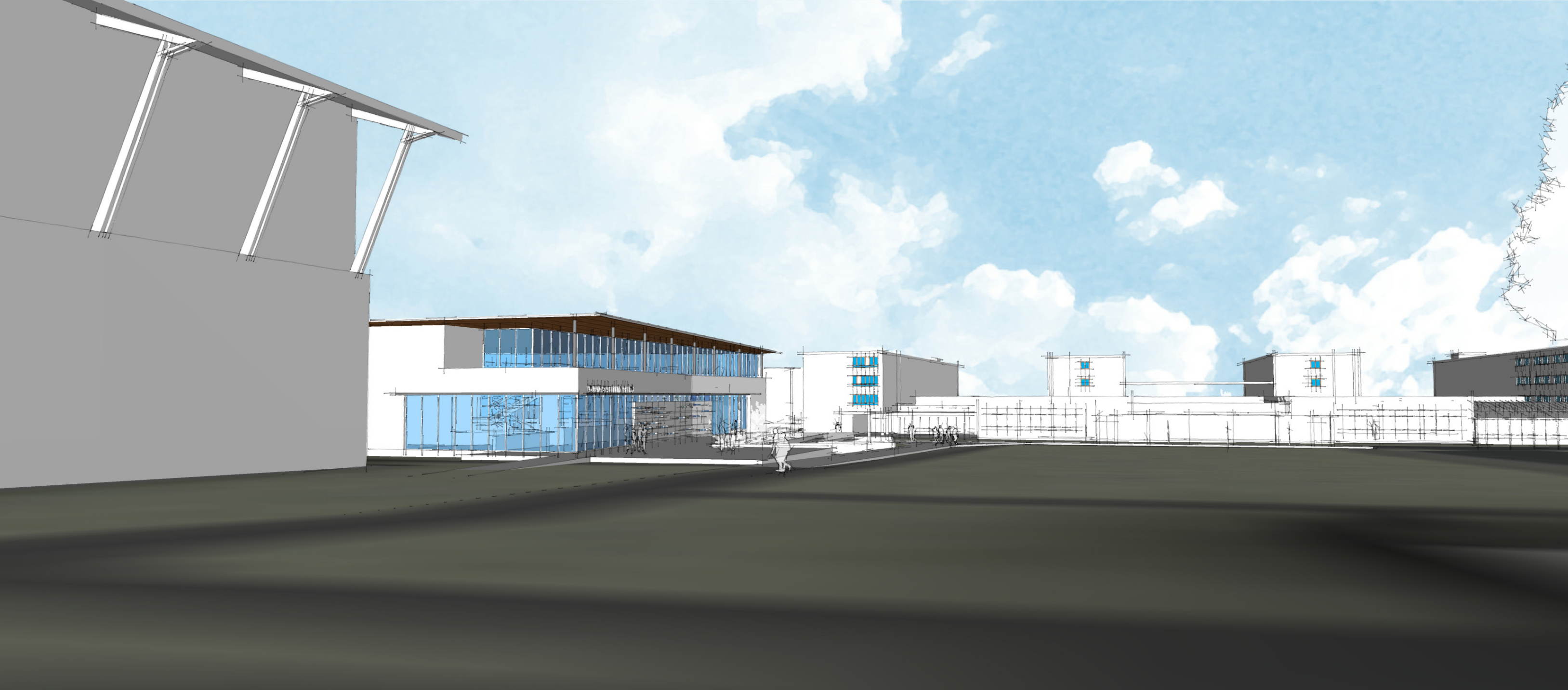
EAST ELEVATION VIEW



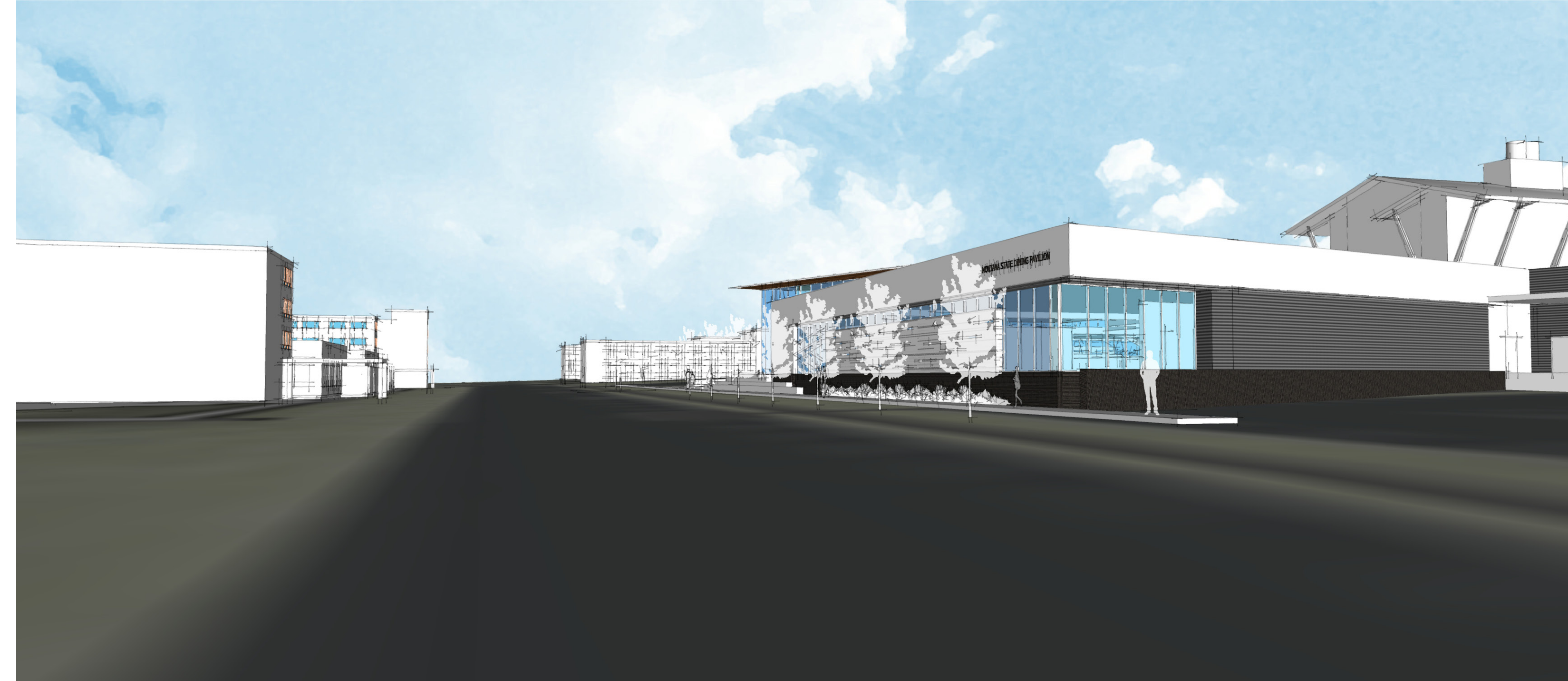
CONCEPT DESIGN IMAGES

mosaic





VIEW FROM JABS HALL



VIEW LOOKING WEST FROM HARRISON STREET



WARM AND INVITING



MASONRY AND GLASS



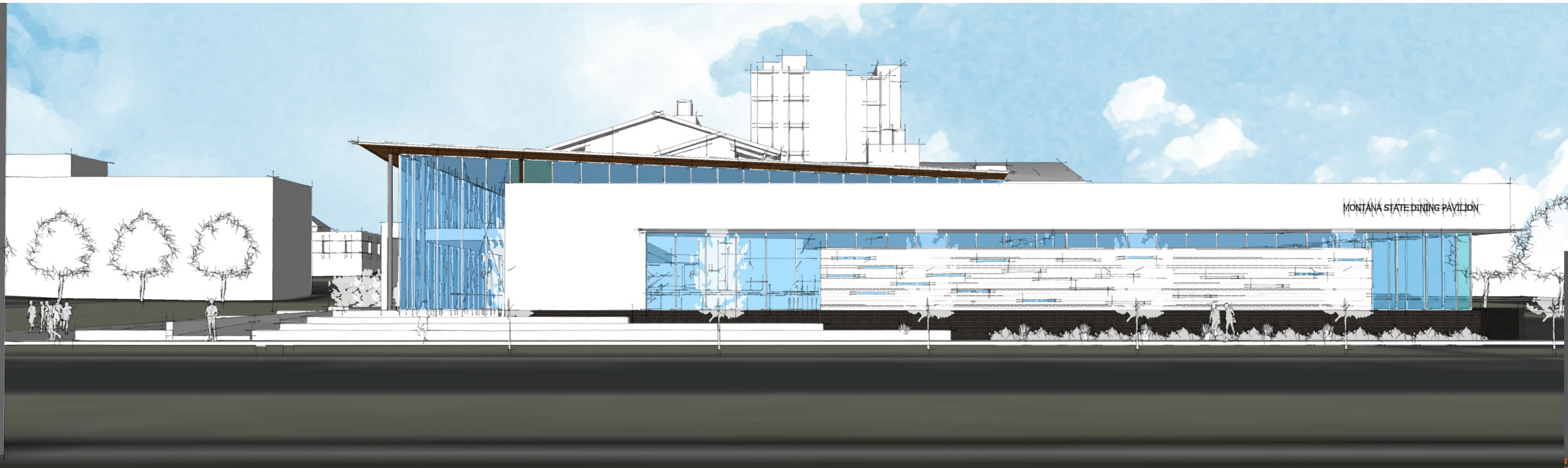
CREATIVE MATERIAL USE



WAY FINDING BEACON



NORTH ELEVATION VIEW



CONCEPT DESIGN IMAGES

MOSIC



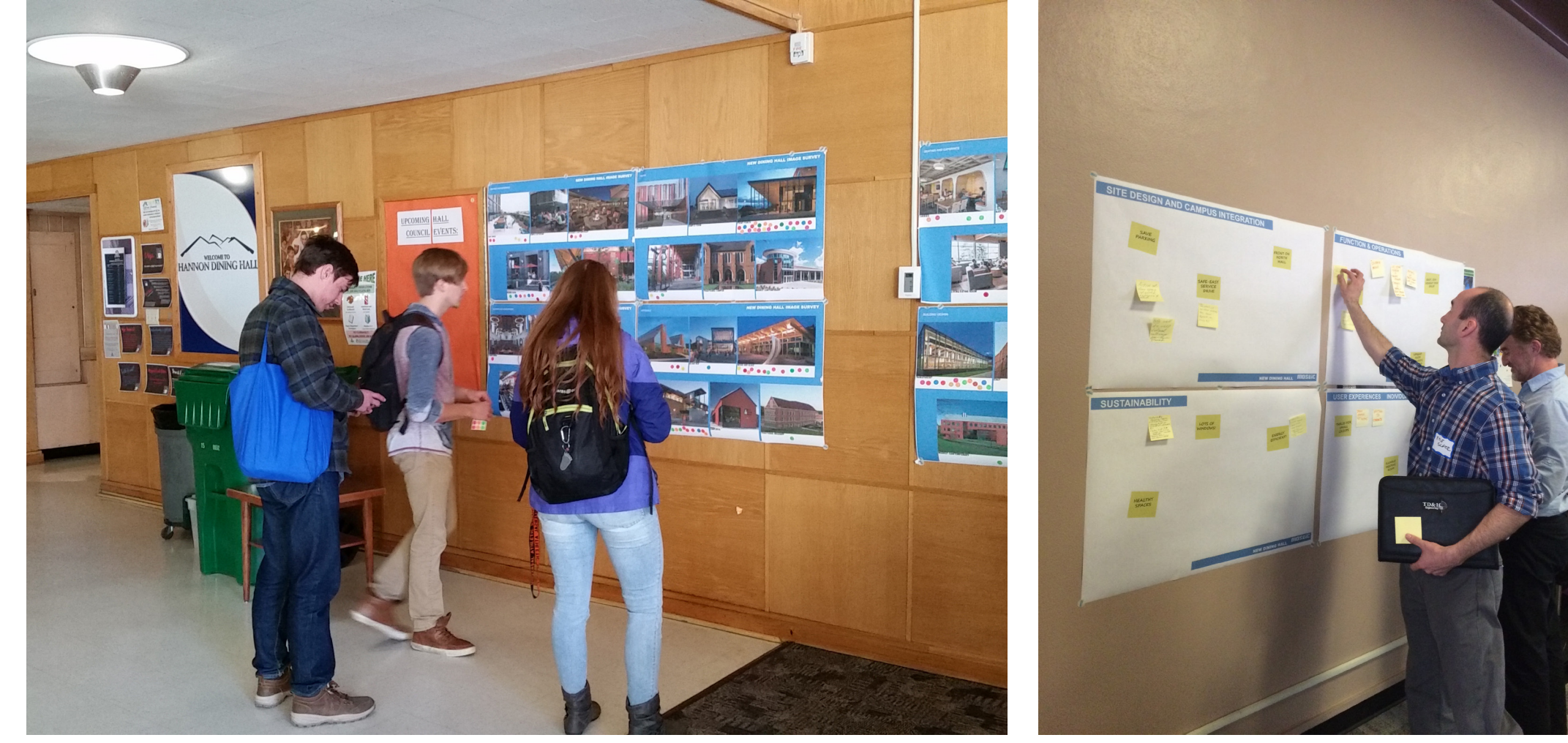
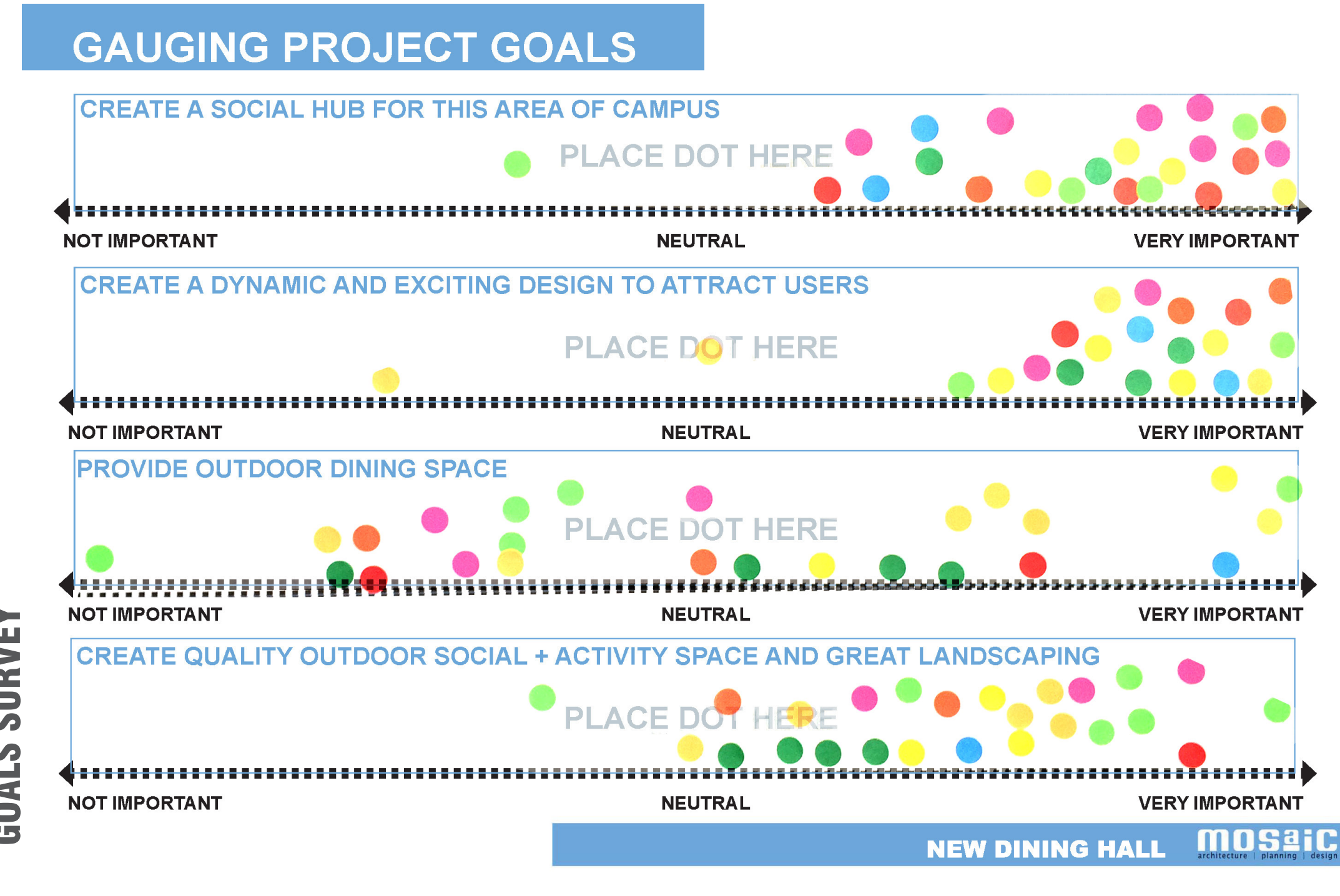
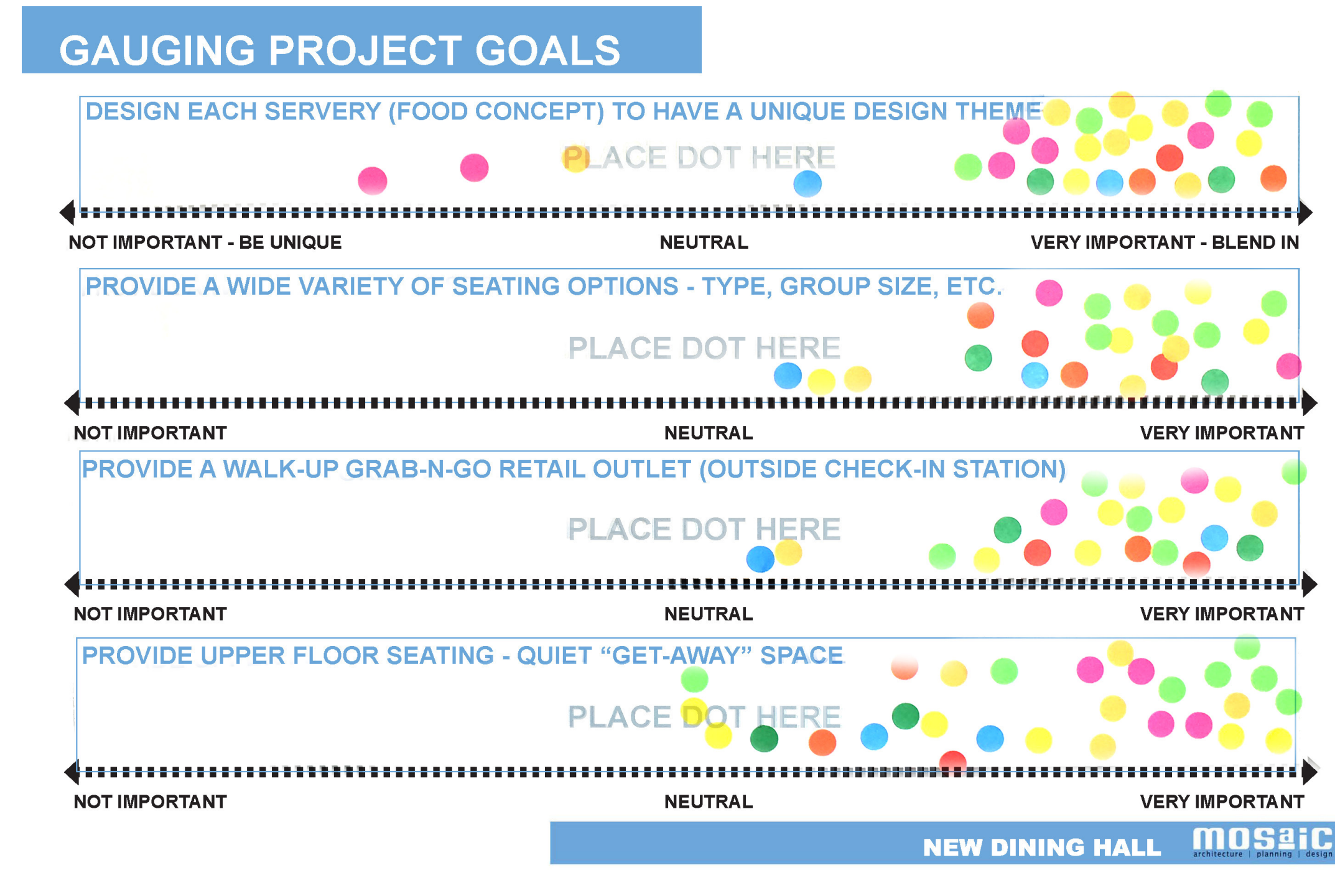
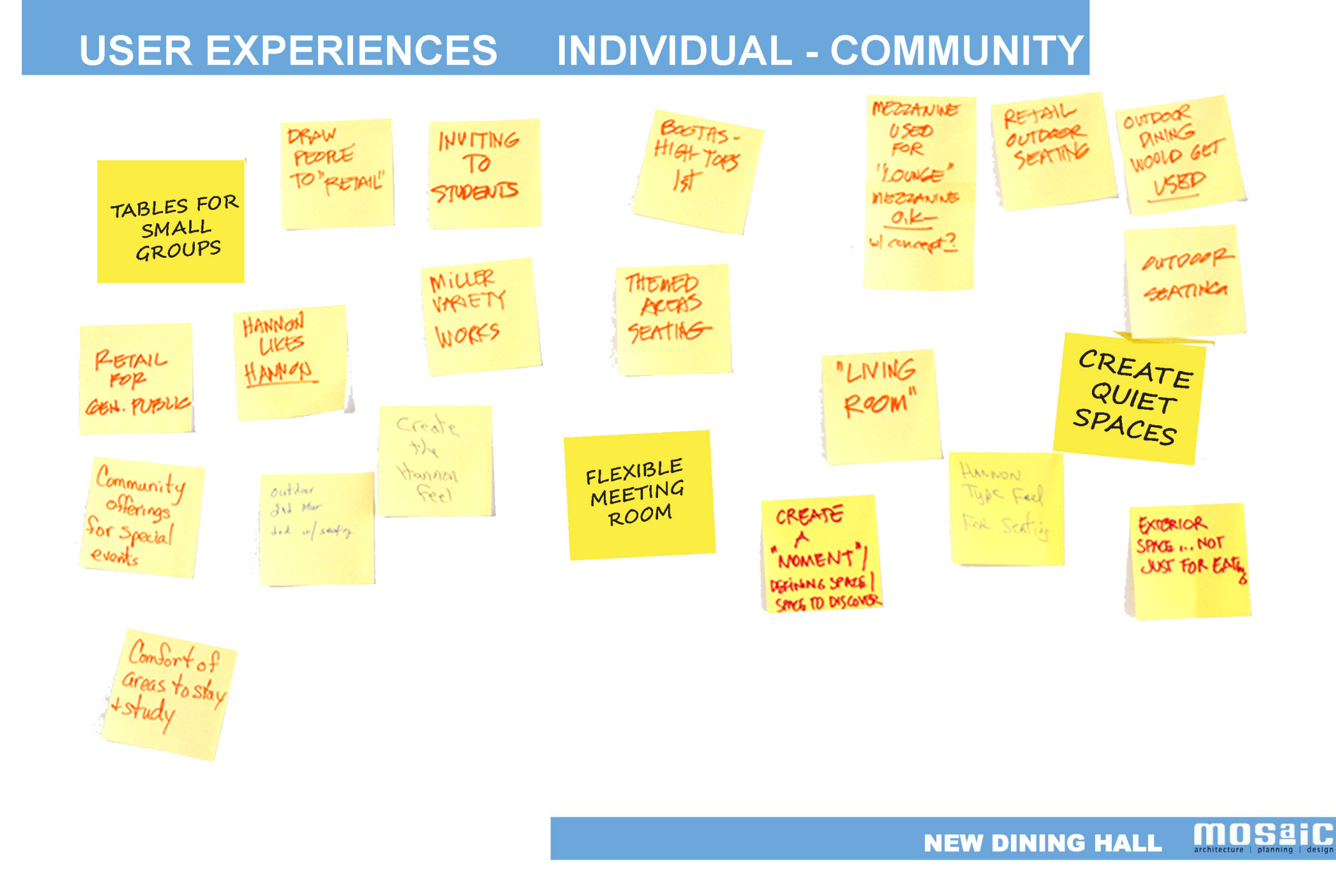
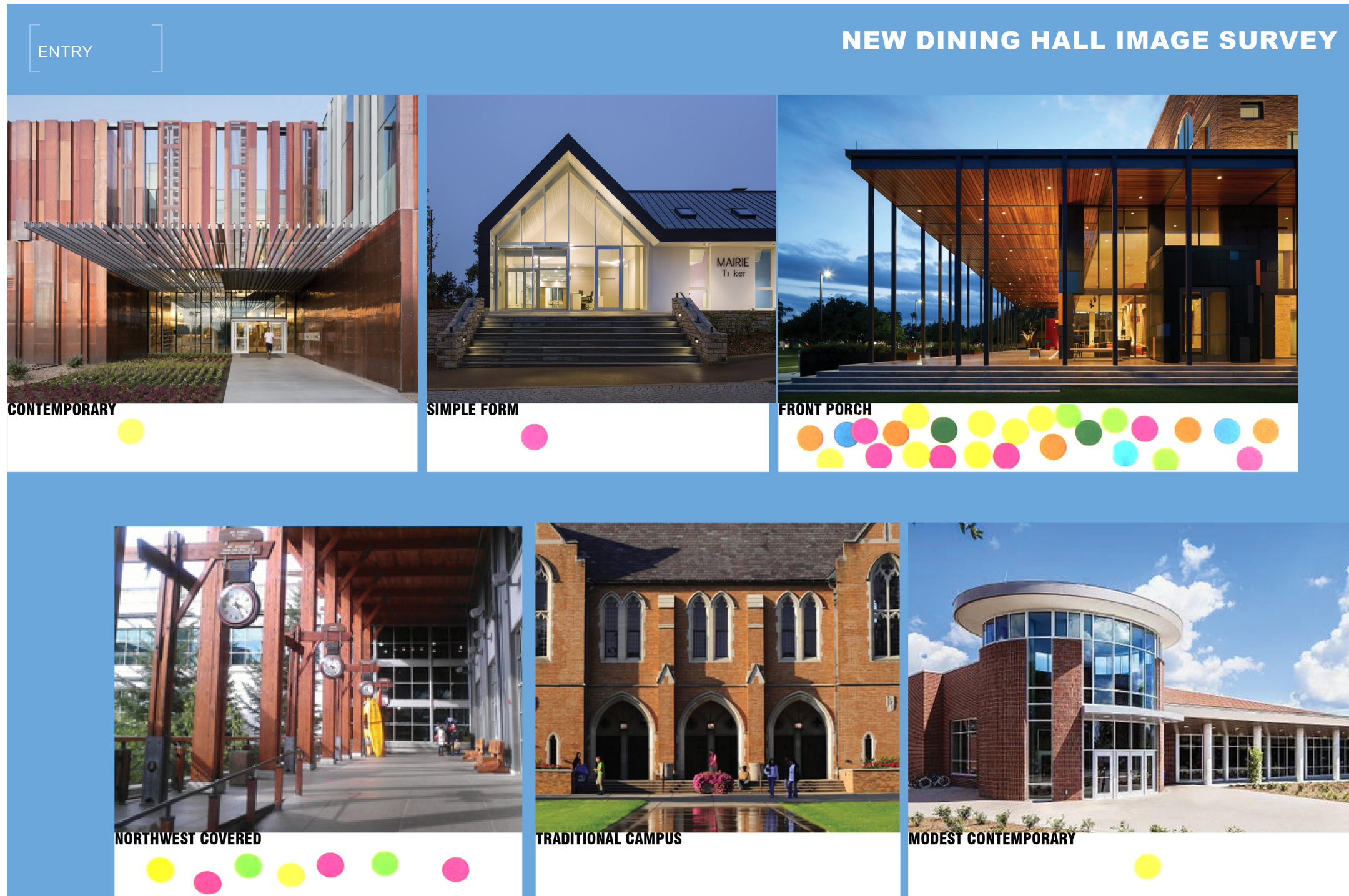
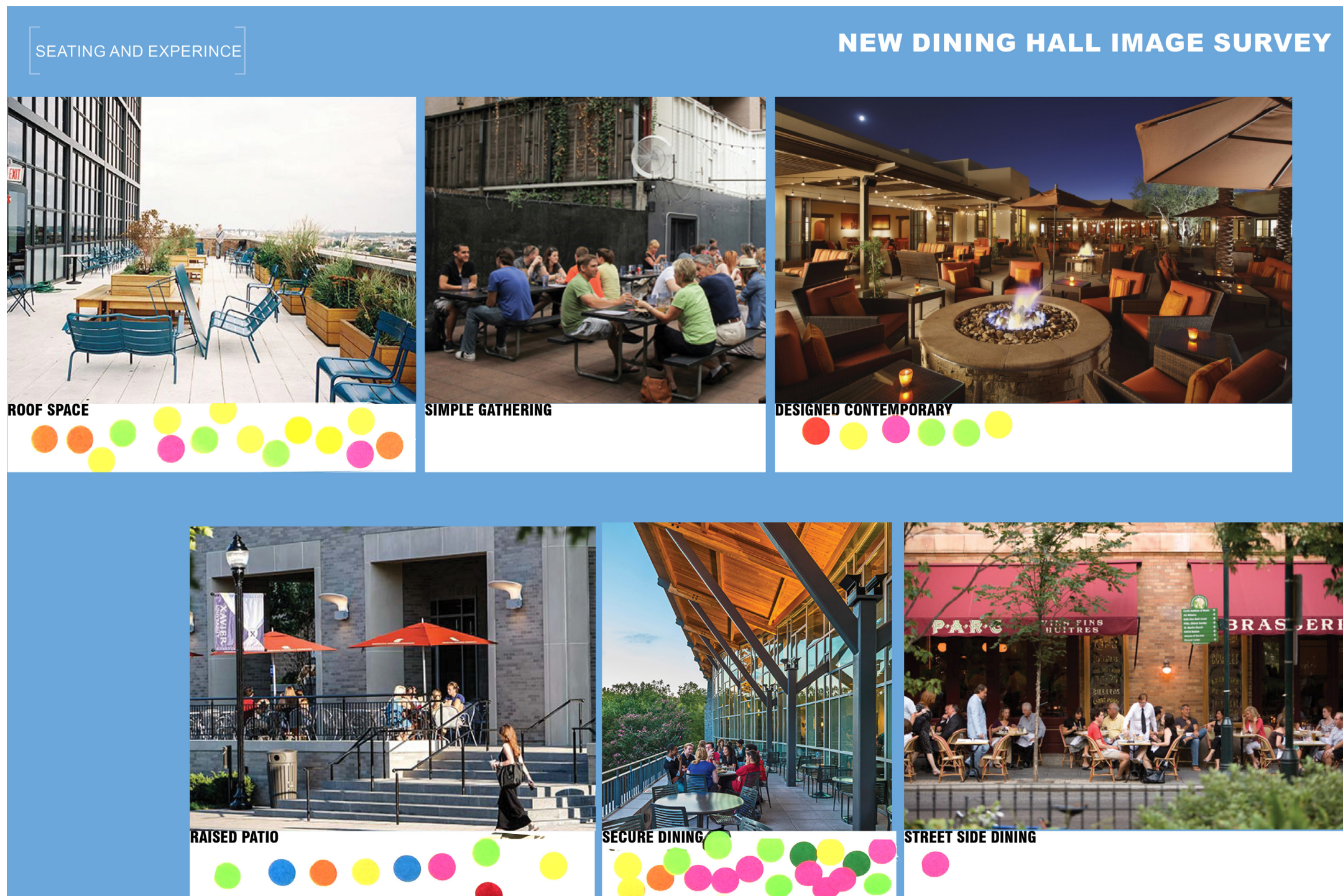


IMAGE SURVEY AND WORKSHOP

### GOAL SETTING

For a collaborative process to succeed, all participants need to understand and support the primary project goals. The new Dining Hall has a number of constituencies, and each with differing priorities and viewpoints.

Staff leaders participated in a Programming Workshop to identify specific Dining Hall needs and desires, preferred adjacencies, space requirements, and staffing.

Staff leaders and the building committee were invited to attend a Goal Setting Workshop to review the planning/programming process, review the identified spatial requirements, and identify goals and priorities on a number of categorized "sliding scales", from which a list of top project goals could be identified.

Representatives from the building committee and staff joined Mosaic Architecture on a case study road trip, touring recently completed similar-sized Dining Halls in the State of Georgia. The team heard about the successes and failures of each of those Dining halls from their users, informing the expectations for MSU's new Dining Hall.

Finally, interested parties were invited to participate in a Design Charrette/Studio. Members of the public and interested staff and building committee participants were again asked to identify project goals and to diagrammatically lay out the Dining hall, working in small groups.

There were also two student goal setting sessions that took place in Harrison Dining Hall and Hannon Dining Hall. The 70-80 Student participated in the image survey and engaged the design team with questions and concerns. These students came by on a there own accord to help our team define the character and vision for the new Dining Hall.

DESIGN PROCESS

mosaic



<b>ITEM # 6</b>		<b>Covered Bicycle Parking</b>				
<b>PRESENTERS:</b>						
Candace Mastel, Assistant Planner						
<b>PROJECT PHASE:</b>	<b>PLANNING</b>	<b>X</b>	<b>SCHEMATIC</b>	<b>DESIGN DOCUMENTS</b>	<b>CONSTRUCTION DOCUMENTS</b>	
<b>VICINITY MAP:</b>						
See maps below						
<b>STAFF COMMENTS:</b>						
<p>Below is an excerpt from the draft MSU Bicycle Master Plan. The Bicycle Task Force advocates for the design and installation of covered bike parking facilities in the core of campus. Covered bike parking is a desired facility, according to a campus survey of bicyclists and non-bicyclists. A project is currently in the planning phase for the design and construction of an inaugural covered bike parking facility. Three locations are presented below. There may be the opportunity to combine this with faculty and student special projects so that their input is included in the process, if schedule permits.</p> <p><i>Covered Bike Parking</i></p> <p><i>MSU can also improve short-term parking by providing shelter over groups of bike racks. Covered parking encourages bike use by protecting bicycles from the sun, rain and snow and making bicycling a more attractive option during inclement weather. Covered bike parking also contributes to the usable lifespan of a bike in that rain, snow and UV rays do not affect the bike as much as if the bikes were stored out in the open. The University should consider incorporating covered bike parking into new building construction through the provision of overhangs or as standalone banks of parking with freestanding or partially attached cover structures. Covered bike parking that is not fully enclosed or secured is considered short-term parking.</i></p> <p><i>Covered bike parking is recommended for the following pilot locations (additional locations should be evaluated on an individual basis as opportunities or campus development allow).</i></p> <p><i>West side of EPS and Cobleigh Halls</i></p> <p><i>Between Wilson and Herrick Halls</i></p> <p><i>North side of Animal Bioscience Building</i></p> <p><i>East end of Centennial Mall</i></p> <p><i>South side of Renee Library</i></p> <p><i>East side of Reid Hall</i></p> <p><i>North Side of VisCom</i></p>						

East side of Linfield Hall near Service Drive

Northeast corner of Gaines Hall

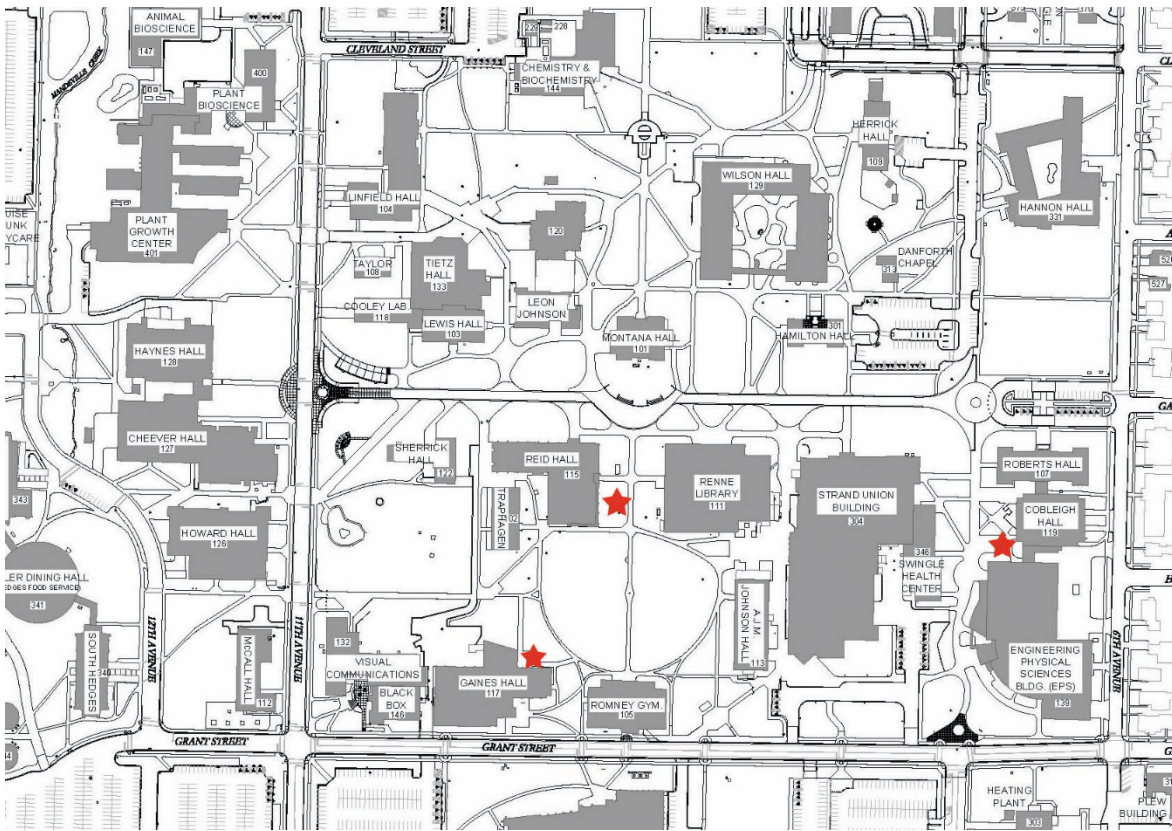
Yellowstone Hall (Residence Life – Under Construction as part of that project)

Between Roskie Hall and Hedges South (Residence Life)

At this time UFPB is being presented with three potential sites for a pilot covered bike parking project. The goal during the planning process in the next few months would be to decide on a single site, design the covered bike parking structure and install by the end of summer or early fall. Investigation into local design assistance for the custom fabrication of a structure is being investigated also. In addition, the integration into the project of tempered glass window panels that were rejected as part of the Jobs Hall construction project is also being investigated. The Project Manager will take the input of UFPB at this time (this item is for information and feedback only) into consideration during the planning and design process.

The three potential sites for the pilot project for covered bike parking are:

- West side of EPS and Cobleigh Halls (see map below)
- Northeast corner of Gaines Hall (see map below)
- East side of Reid Hall (see map below)



	YES	NO
<b>MSU POLICIES</b>	X	
<b>COMMITTEE OR APPROPRIATE REVIEW</b>	X	
<b>MASTER PLAN</b>	X	
<b>BOARD ACTION REQUIRED:</b>		
<b>For information and feedback only.</b>		