

**MINUTES OF
THE UNIVERSITY FACILITIES PLANNING BOARD
February 20, 2007 (*Amended 3-6-2007*)**

Members Present: Llewellyn-Chair, Banziger, Burns, Butler, Garnick, Johns, McIlhattan, Rutherford (ASMSU), Stump, York

Members Absent: Dooley, Johnson, Miles, Thull

Members Excused: McCoy, Rimpau, Roloff

Members Represented: Duffy for Jacobsen,

Guests: Victoria Drummond-Associate Planner; Mandy Hansen-CEPAC-Alternate, George Thompson-Facilities Project Manager; Deborah Rosa-CTA Landworks; Erik Kirsch-CTA Landworks

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

ITEM No. 1 – APPROVAL OF MINUTES

Minutes from the January 23rd, 2007 meeting were approved as distributed.

ITEM No. 2 – UFPB EXECUTIVE COMMITTEE REPORT

No action was reviewed by the UFPB Executive Committee.

ITEM No. 3 – BUILDING NAMING COMMITTEE REPORT

Victoria Drummond, Associate Planner, reported on the recent meeting of the Building Naming Committee where four recommendations were approved and are now being presented to UFPB for consideration.

1. Modify the Naming Policy to cover all aspects of the Committee's Charge, thereby changing the policy name from the *Naming of Buildings Policy* to **Naming of Buildings and Property Policy**.
2. Modify the *Uniform Administrative Process for Naming MSU-Bozeman Buildings and Property*:

Section B-Definitions (new language underscored):

- a. University Building: All buildings owned by the State of Montana under the control of Montana State University (included, but not limited to, are all administrative, academic, housing, athletic, student services, auxiliary services, agriculture, museums, accessory buildings, etc.)
- b. University Property: All parking lots, assembly halls, malls, building rooms, building interior spaces, landscaped areas, streets, and other property owned by the State of Montana under the control of Montana State University.

The motion was made and seconded to change the policy name to the Naming of Buildings and Property Policy and to modify the Uniform Administrative Process for Naming MSU Bozeman Buildings as recommended. The motion was unanimously approved.

Section D-Naming Categories

- a. Switch the order of items 1.a. and 1.b. from:
 - i.D.1.a. Honorary Naming*
 - ii.D.1.b. Philanthropic Naming*
- b. To the following, to reflect basis of gifting:
 - i. D.1.a. Philanthropic Naming**
 - ii. D.1.b. Honorary Naming**

The motion was made and seconded to change the order of the naming categories in Section D and passed unanimously.

Section G-Changing the definition of University Property to include *rooms, interior spaces and landscaped areas* as property also makes the procedures of Table 1 – Review and Decision Process Summary apply.

Suggested modifications to Appendix A will be re-written, returned and presented along with additional information, at the next scheduled UFPB Meeting for further UFPB consideration.

ITEM No. 4 – GATTON LOT LANDSCAPE MODIFICATIONS

Victoria Drummond, Associate Planner, presented information on the proposed removal of hedges along the west edge of the Gatton Parking Lot in order to make way for modifications to the parking lot. It was noted that 13 ADA parking spaces would be lost to make room for staging during the SUB renovation. It is proposed to relocate these ADA parking spaces south into the Gatton Parking Lot displacing currently designated R-5 (reserved) parking.

In order to accommodate the required number of R-5 parking spaces, additional R-5 spaces will be created to the south, yet remaining on the west edge of the Gatton Parking Lot. It will be necessary to designate these “new” R-5 spaces with signage. *R-5 spaces are to be also expanded at the north edge of the Gatton Lot in the area adjacent to the south edge of the Pay Lot.*

The placement of this signage is of concern, as there are currently underground utilities in this area. It is proposed to remove the hedge and place signage in the area vacated by the hedge. Reserved parking signage will need to be placed approximately every 3 to 4 spaces with double arrows. The motion was made to accept placement of signage every 4 spaces, it was seconded and unanimously approved.

In discussion, it was noted that while removal of the hedge is not favored, the hedge is already not in good shape. It was suggested that if the hedge was removed, it needed to be replaced with an alternative landscape plan to soften the edges of the parking area. I was noted that this area is a prime location and needs to be esthetically pleasing.

The motion was made to remove the hedge with the contingency that it be replaces with a suitable landscaping alternative by September 2007. The total cost and landscape solution will be reviewed by the MSU-Tomorrow Design Team. The motion was seconded and passed with one opposed.

ITEM No. 5 – NORTH HEDGES LANDSCAPE – PHASE II

George Thompson, Project Manager and CTA Landworks presented background on the Phase I Landscape project and schematic design options for the Phase II Landscape project.

The Phase I project did not receive any bids. Therefore, the Phase II portion of the design has been added to the package in hopes to make the project more attractive to bidders.

Some of the key features of the combined Phase II project will be:

1. A Dumpster enclosure with brick surrounds closely matched to brick already used in this region.
2. An ADA compliant sidewalk will traverse the hill, reducing the slope. This sidewalk will be through a landscaped area designed to limit, but not prevent “cow paths”
3. A safety rail will be installed along the stream bank
4. An erosion control plan will be included and required of the contractor.
5. Berms placed around the courts will be of visual and esthetic value.
6. Mandeville Creek restoration prominence is being considered. Early phases will have a bridge crossing the creek to move students back and forth.

In discussion, it was noted that there are approximately 1000 students in the Roskie area, and the bridge is essential to the success of the project. The creek needs to be adequately addressed in its entirety, or not go near the creek at all. On the plans, the scope and limits of construction need to be moved away from the creek. The creek restoration can be addressed in future phases. The project manager and CTA Landworks will also work with community action groups interested in the restoration of Mandeville Creek to establish a workable design.

A motion was made to approve the design as presented with the following contingencies:

1. Include landscape design for sloped hill area around ADA sidewalk that is low maintenance and limits cow paths.
2. Pull back limits of construction away from the stream.
3. Work with the Mandeville Creek Association on impact and placement of the bridge.

The motion was seconded and passed unanimously.

This meeting adjourned at 5:20 p.m.

Respectfully submitted,

Anne K. McBee,
For Walter Banziger, Director-Planning, Design & Construction

pc: Geoffrey Gamble, President
Al Bertelsen, Director, Strand Union
Patricia Chansley, Assistant to the Provost
Cathy Conover, Director, Communications & Public Affairs
Victoria Drummond, Associate Planner
Lisa Duffey, Assistant to the Dean, College of Agriculture/Agricultural Experiment Station
Michael Everts, Assistant Professor of Architecture
Joseph Fedock, Senior Vice-Provost

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Heidi Gagnon, Assistant to the Vice President, Administration & Finance
Mandy Hansen, Financial Aid Officer
Linda LaCrone, Assistant to the Vice President for Research
Donna LaRue, Assistant Chief, University Police
Glenn Lewis, Assistant to Vice President for Student Affairs
Anne McBee, Administrative Associate, Planning Design & Construction
Shari McCoy, Assistant to the President
Becky McMillan, Administrative Associate, Auxiliary Services
Charles Nelson, Registrar and Director of Admissions
Robert Putzke, Director, University Police
Madeline Rogers, Assistant to the Chief Information Officer
Connie Shelhamer, Budget and Fiscal Director, Office of Agricultural Experiment Stations
Scott Stroh, Interim University Architect
ASMSU President