UNIVERSITY OF OREGON | Office of Campus Planning

Office of Campus Planning
DRAFT Proposed Tracked Changes to Campus Plan Principle 1: Process and Participation
November 2026

Key
Black = Existing text
~~Blue~~ / Blue = Tracked Changes

Principle 1: Process and Participation

Principle
The structured and effective manner in which the university's planning process functions stems from the principles described in *The Oregon Experiment*. The cornerstone of the process is the principle of participation, which is an extension of an established tradition in Oregon generally and at the University of Oregon in particular.

Three of the other principles also are especially relevant to "Process and Participation" and ensure responsiveness to the needs of the institution:

ORGANIC ORDER – The whole emerges gradually from separate actions, and the welding of these actions into a cohesive whole comes not from a predetermined map, but from the application of a process.

COORDINATION – The institution has interests that must be accounted for, and coordination of separate development activities is essential if they are to result in a cohesive campus.

DIAGNOSIS – Periodic analysis, or diagnosis, of the present state of the campus is required in order to provide a general context to direct continuous repair and improvement.

To implement these principles from *The Oregon Experiment*, the university shall follow the planning process principle refinements for all construction projects and campus planning activities.

Principle Refinements
All construction projects and campus planning activities shall follow the processes described in this section.

The university's physical environment—its buildings and open spaces—is intended to support the university's mission. All processes that are part of this Plan, including adoption, amendment, refinement, and amplification of patterns and principles, acknowledge this relationship.

The university's planning process is the heart of this Plan. It is designed to ensure that:
• meaningful opportunities exist for participation in the planning and design process,
• decisions are based upon a principle framework that preserves and enhances the essence of the campus as described in this Plan, and
• planning decisions are coordinated and based upon overall institutional objectives.

DRAFT

Construction Projects

~~The following shall apply to all capital construction, capital improvement, and capital repair projects covered by the Plan.~~
~~**This section covers three distinct types of construction projects (summarized in the flow chart on page 25):**~~
~~**Track A – Minor Exterior Alterations and Proposals to Demolish or Move a Structure, page 26.**~~
~~**Track B – Additions/Major Alterations & New Stand-alone Buildings, page 27.**~~
~~**Track C – Privately Controlled On-campus Construction Projects & Off-campus Construction Projects on UO-owned Land, page 29**~~

~~*Notes: For repair, remodel, and interior projects that do not fi t into one of the tracks above, see note on **page 24**.*~~
~~*For conceptual plans and feasibility studies, see note on **page 24**.*~~

Capital construction, capital improvement, and capital repair projects are managed by Campus Planning and Facilities Management (CPFM), unless determined otherwise by the president. The specific process to deliver projects may adapt over time to align with best practices for project delivery, however, the intent to receive input by campus users is fundamental to the process.

Construction projects emerge from a series of planning steps guided by CPFM. When projects are authorized, they should be submitted to CPFM for a determination of the appropriate process for project delivery and CPC review. Before projects are authorized, they typically require preparation of early planning studies to understand the size, cost, and feasibility. See "Conceptual and Feasibility Studies".

Participants

Several entities, each with specific roles and responsibilities, are involved in planning for ~~these types of~~ construction projects. Key participants include:
~~• Project Sponsor~~
~~• Campus Planning Committee~~
~~• User Groups~~
~~• Campus Planning and Facilities Management~~

- Executive Team
- Management Team
- Project Team
- Focus Groups
- Campus Planning Committee
- Design Advisory Board
- Campus Planning and Facilities Management

~~**Introduction:** Construction projects emerge from a series of planning steps with the assistance of Campus Planning and Facilities Management:~~

DRAFT

~~**1. Project Formulated** – Departments and offices formulate building project ideas. Often this includes preparation of early planning studies (e.g., programming and conceptual studies) to determine the project size. See note about conceptual studies on **page 24.**~~

~~**2. Prioritized** – The university compiles a Capital Construction Budget Request every two years to identify major capital projects that may move forward for state approval. The *Biennial Capacity Plan* is prepared to make sure there is room on campus for proposed expansions. Both of these documents are reviewed by the Campus Planning Committee (refer to the Academic Planning Coordination section of this chapter on **page 33**).~~

~~**3. Authorized** – The university is authorized to pursue the project.~~

~~**4. Funded** – The university secures full funding for the project.~~

~~**5. Schematic Design & Construction Documents Completed** – Once a project is fully funded (or, at the direction of the vice president responsible for the project, if less than full funding is in hand), the Director of Campus Planning will determine applicability to the Plan and will clarify the appropriate planning process based on the size, location (for example, on or off campus), and funding source of the proposed project.~~

~~A site Is selected and the schematic design Is completed, both of which are reviewed by the Campus Planning Committee. Refer to the "Planning Process Flow Chart" on **page 25** for more information.~~

~~**6. Constructed** – The approved project is constructed.~~

~~**Project Sponsor:** This is typically a dean or department head but always the primary administrator of the unit (or designee) responsible for the project. The role of the project sponsor is to define the project and program, secure funding, and help establish the user group.~~

~~**User Groups:** A user group serves as the client representative throughout a project's design process. Its members are appointed by the chair of the Campus Planning Committee, and it is made up of faculty, staff , and students who use (or will use) the facility, as well as representatives from neighboring buildings, one of the professional design departments or programs (landscape architecture, architecture, or interior architecture), and the Campus Planning Committee. A user group also may include community members and neighborhood representatives. A user group will represent the campus's diverse population to the greatest degree possible. This broad base of representation ensures that the resulting design meets the specific program needs and fits into the larger campus setting as described in this Plan.~~

~~The user group is responsible for developing a project description based upon the established project description and program funding. It then works with Campus Planning and Facilities Management to select an architect, landscape architect, or other suitable professional designer and to forward its recommendation to the president. Members of the Campus Planning Committee are invited to join the process of identification, evaluation, and selection of these professionals. The user group works directly with the consultant(s) to prepare a schematic design for Campus Planning Committee review.~~

Executive Team: This is typically comprised of the Senior Vice President for Finance and Administration, Provost, and Dean or Vice President. Its role is to authorize the project and provide final approval on the composition of the Management Team and Project Team, space program, budget, and other key project items.

DRAFT

Management Team: This is typically comprised of an associate dean, associate vice president, director, or associate director, along with support staff from the college administrative portfolio and CPFM. Serving as the client representative throughout the project's design process, its role is to work with the lead designer and the lead contractor to execute and manage the project vision established by the Executive Team. It is the university's primary decision maker at the project level.

Project Team: This is typically comprised of representatives from the college or department including faculty and student representatives. Their role is to help provide input on specific programmatic space within the guidance of the Management Team.

Focus Groups: These are comprised of specialized groups such as the Registrar, Environmental Health and Safety, Information Services, UOPD, Transportation Services, technical teams, students, and more. Their role is to provide guidance within their realm of expertise during the development of a project. Focus groups may also include community members and neighborhood representatives, depending on the project. Focus groups are intended to engage facility users and people who interact with the facility to the greatest degree possible. This broad base of representation helps to ensure that the resulting design meets overall institutional needs and fits into the larger campus setting as described in this Plan.

Campus Planning Committee: The Campus Planning Committee (CPC) is responsible for implementing the principle of coordination first identified in *The Oregon* Experiment. It is responsible for establishing procedures for CPC review of construction projects, plan amendments, and other planning actions covered in this chapter. ~~The Campus Planning Committee chair appoints user groups. (See description of user group on page 24.)~~

The Campus Planning Committee is a large group of faculty, staff, and students representing a broad spectrum of the campus community. It is responsible for ensuring that all projects are consistent with the larger campus setting as defined in this Plan. Designs for construction projects and Subject Plans are considered refinements of principles and must be consistent with them. As a general rule, the CPC is responsible for reviewing proposed changes to campus landscapes, exterior building designs, and interior designs of major public spaces for projects that have full funding in place. It is not responsible for formally reviewing and approving conceptual designs of projects not yet funded, feasibility studies, interior designs (except as noted), decorations, or furnishings.

In accordance with the implementing legislation of the CPC, the committee is charged with advising the president on issues related to the development of the campus. Accordingly, all actions by the committee will be in the form of recommendations to the president. When proposals and plans are approved by the president, they become part of the Plan, even though they are contained in separate documents.

~~With the exception of minor projects and demolition or removal of a structure, the committee usually will meet with the projects sponsor at least two times in the process—once to review the process and the site for the project prior to the selection of architectural consultants and once to review the project's design, typically at schematic design stage. Additional meetings may be necessary. The project sponsor will work with Director of Campus Planning to determine the appropriate time for Campus Planning Committee review(s).~~

DRAFT

~~Meeting notification procedures described in the following sections are intended to allow interested parties an opportunity to review and comment on proposed projects. These provisions are not intended to restrict the delivery of notice to other individuals by other means. Additional notice and opportunity for public comment often are employed. For larger projects, this usually includes campus-wide public comment sessions prior to Campus Planning Committee review.~~

The record of the Campus Planning Committee meeting at which a recommendation is formulated shall include findings in support of the committee's recommendation. If an approved project is not implemented within three years, the Director of Campus Planning may determine that a follow-up review is required to determine if the proposal is still acceptable.

~~A Campus Planning Committee recommendation to the president may be appealed by a member of the committee, by the University/ Community Liaison Committee (U/CLC) in a manner as provided by the U/CLC bylaws, by a member organization of the U/CLC, or by a recognized neighborhood organizations affected by the recommendation. (See "Community Coordination" on **page 34** for information about the U/CLC.)~~

~~The appeal must be filed with the Vice President for Finance and Administration (VPFA) within twelve days of the mailing of the recommendation and must state specifically how the Campus Planning Committee failed to properly evaluate the proposed project or make a decision consistent with the Plan. The VP for Finance and Administration shall establish a date and time for a hearing on the issue, conduct the hearing, and develop findings as a basis for ruling on the appeal. The vice president may delegate these responsibilities.~~

Members of the committee or a recognized neighborhood organization may submit comments in opposition to a CPC recommendation. Comments must be submitted to the Office of Campus Planning within twelve days of the distribution of the recommendation and must specifically state how the committee failed to properly evaluate the proposed project or make a recommendation consistent with the Plan. Comments will be sent to the Senior Vice President for Finance and Administration, who will respond or delegate a response.

Refer to the Campus Planning Committee charge for a complete description of the CPC's role, membership, and reporting.

~~**Campus Planning and Facilities Management (CPFM):**~~

~~**University Architect & AVP for CPFM and**~~ **Design Advisory Board (DAB):** The DAB is advisory to the University Architect and Associate Vice President for CPFM. The purpose of the DAB is to review architectural details and offer recommendations on the building ~~architecture~~ and landscape ~~architecture~~ design ~~to the University Architect to improve the project's design.~~

The DAB process is established and managed by the University Architect who serves as the Board chair and determines which projects are subject to review. Membership is determined by the University Architect but must consist of University of Oregon and non-University of Oregon experts. A project is typically reviewed ~~a number of times~~ during schematic design and design development at the discretion of the University Architect. The University Architect considers DAB recommendations and provides written direction to projects.

DRAFT

~~**CPFM Staff :** CPFM staff, along with auxiliary facilities managers, coordinate all building and landscape repair and maintenance projects, as well as some interior projects. All such projects must meet applicable Plan principles and patterns whether or not they are subject to Campus Planning Committee review. A determination of applicable Plan principles and patterns shall be made for each project.~~

~~For example, interior remodel projects must address principle refinements related to space use (Principle 4), replacing displaced uses (Principle 5), maintenance (Principle 6), historic preservation (Principle 7), universal access (Principle 8), and sustainable development (Principle 10). Patterns addressing building interiors include, among others, Operable Windows, Flexibility and Longevity, and Classroom Distribution.~~

~~Landscape maintenance projects must address requirements related to plant materials and landscape features (Principle 2), historic preservation (Principle 7), and sustainable development (Principle 10). Applicable patterns include, among others, Campus Trees, Outdoor Classroom, and Shielded Parking and Service Areas.~~

A note about Conceptual Plans and Feasibility Studies:
Many projects begin with a conceptual design phase, which, as its title suggests, is conceptual in nature. This phase describes construction or program needs so that funding can be identified. Such studies usually are conducted without broad campus-wide input (although most include broad input from the expected project users) and ~~do~~ may not address campus-wide issues such as those ~~enumerated~~ addressed within this Plan.

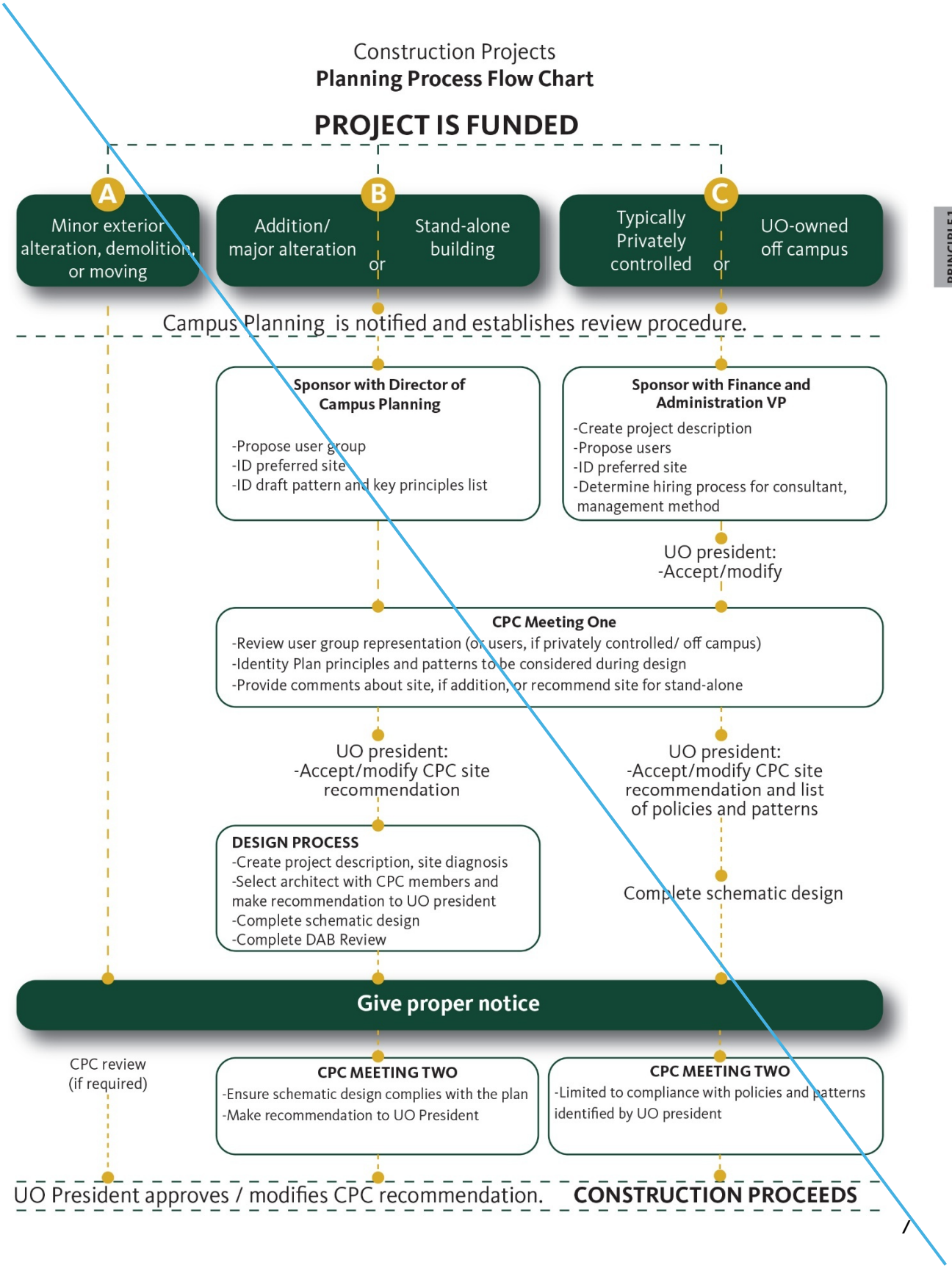
Projects expected to exceed 3 million dollars in overall project cost require approval by the Provost and Senior Vice President for Finance and Administration before proceeding with the study.

A note about Repair, Remodel and Interiors Projects:

CPFM staff, along with auxiliary facilities managers, coordinate all building and landscape repair and maintenance projects, as well as interior remodel projects. All such projects must meet applicable Plan principles and patterns whether or not they are subject to Campus Planning Committee review. A determination of applicable Plan principles and patterns shall be made for each project by the Director of Campus Planning.

DRAFT

Construction Projects
Planning Process Flow Chart



A: Minor Alterations and Proposals to Demolish or Move a Structure

The following steps shall apply to funded minor alterations and proposals to demolish or move a structure (including East Campus Area houses and outbuildings, see examples below) within the Campus Boundaries.

STEP 1. Director of Campus Planning

Determination of which projects are considered minor is the responsibility of the Director of Campus Planning, who may consult with the Campus Planning Committee chair.

Each proposal shall be referred to the Director of Campus Planning for analysis of the proposal's consistency with the provisions of the Plan and determination of the process to be followed.

Minor alterations include any noticeable yet minor modifications to building exteriors, outdoor spaces, or interior spaces with significant public exposure. Examples include minor landscape improvements, building awnings, clearly visible HVAC equipment, non-standard signage, and minor additions such as porches. Also included are minor changes to previously approved schematic designs for Track B projects (see next page).

Examples of projects not subject to Campus Planning Committee review: 4

Standard repair and maintenance projects or minor changes that are not visible to the general public from a designated open space. Proposals to move or demolish East Campus houses within the PL Public Land zoned area (with or without the EC East Campus zoning overlay). However, committee review is required for proposals to demolish or move houses within the R-1 Low Density residential zoned areas (for example, along Villard Street between 15th and 19th Avenues) Campus standard designs (e.g., benches, handrails, lights, and signs). However, the proposed location of these elements may require review. Alterations within Service Areas as long as they are not a substantial change as viewed from a public area. Temporary structures (typically 30 days or less).

STEP 2. Campus Planning Committee Meeting One Process and Site Selection

Not applicable.

STEP 3. Design

The design process shall be determined by CPFM in consultation with the project sponsor and others as appropriate. Key *Campus Plan* principles and patterns should be identifi ed during this stage. User groups typically are not assembled for minor projects. However, interested parties should be identified and consulted prior to Campus Planning Committee review (e.g., Facilities Services, directly affected departments, etc.).

This step is not applicable to proposals to demolish or move a structure.

STEP 4. Campus Planning Committee Meeting Two Review, Notification, and Recommendation

The Campus Planning Committee shall review all minor projects for conformance with the Plan. This includes proposals to demolish or move a structure, with one exception noted below. Following its review, the committee

DRAFT

will make a recommendation to the president. (For a complete description of the Campus Planning Committee, see **page 23**.)

Meeting Notification: All minor projects subject to Campus Planning Committee review shall follow the same notification procedures required for additions/major alterations. (Refer to Track B, step 4, **page 28.**)

Appeals: A Campus Planning Committee recommendation to the president may be appealed as described in the "Campus Planning Committee" section on **page 23**.

4) Repair, remodel, maintenance projects (interior, exterior, and landscape), whether or not they are subject to Campus Planning Committee review, must be coordinated through Campus Planning and Facilities Management (see **page 24**) and meet applicable Plan principles and patterns. The Committee for Academic Infrastructure, in consultation with the above-mentioned offices, has primary responsibility for the design of general-pool classrooms. See "Principle 4: Space Use and Organization" on **page 55**).

Additions/Major Alterations and New Stand-alone Buildings

The following steps shall apply to funded additions/major alterations and proposals to construct stand-alone buildings within the Campus Boundaries. Major alterations include modifications to outdoor spaces or modifications to interior on-campus spaces with significant public exposure.

B: STEP 1. Director of Campus Planning

Each proposal shall be referred to the Director of Campus Planning for analysis of the proposal's consistency with the provisions of the Plan and determination of the process to be followed.

User Group/Draft Pattern and Principle List

The project sponsor shall work with the Director of Campus Planning to create a draft key principle and pattern list (refer to "Principle 11: Patterns" on **page 91**) and identify user group members.

Projects that involve major additions, new construction, or signifi cant modifi cations to outdoor spaces or interior spaces with significant public exposure are guided by a user group Members will be appointed by the Campus Planning Committee (CPC) Chair. (For a complete description of user groups, see **page 24**.)

Preferred Site

For stand-alone buildings, the Director of Campus Planning shall establish a site selection process with the Campus Planning Committee (Refer to Step 2).

STEP 2. Campus Planning Committee
Meeting One
Process and Site Selection

Key Principles and Patterns

During this first meeting, the Campus Planning Committee, with the guidance of Campus Planning and Facilities Management staff, will identify key principles, patterns, and other appropriate campus design issues from the Plan for user group consideration during project design. An important aspect of this meeting is identification of

DRAFT

potential opportunities to address campus-wide needs within the subject area or opportunities to cooperate with other nearby development efforts. The committee also will review user group representation and provide comments to the user group chair as appropriate.

The committee may identify other appropriate issues to be considered and will review issues related to the siting of the building or the addition.

Site Selection and Site Specific Principles and Patterns

(a) Additions to Existing Buildings

Key patterns and principles that apply to the site will be identified.

(b) Stand-alone Buildings

The committee will review the preferred site (if there is one identified) and make a site recommendation for a stand-alone building. During its review the committee will identify the key patterns, principles, and other site-related campus design issues that should be as the project proceeds.

The committee may appoint a separate group to work with Campus Planning staff, sponsor, user group members, committee members and other professional consultants as needed to review possible sites and recommend a preferred site to the Campus Planning Committee. The Campus Planning Committee will forward its site recommendation to the president.

STEP 3. Design - User Group

Project Description/Consultant Selection/ Design

The user group serves as the client representative throughout the design process. The user group works with Campus Planning and Facilities Management staff to create a project description and with staff and members of the Campus Planning Committee to hire design consultants. The user group works directly with the consultant(s) to prepare a schematic design for Campus Planning Committee review. A site diagnosis shall occur prior to completion of a schematic design. (Refer to "Area and Site Diagnosis" on **page 34** for more information.)

STEP 4. Campus Planning Committee

Meeting Two Review, Notification, and Recommendation

The Campus Planning Committee will review all additions, major alterations, and newsstand alone buildings for conformance with the Plan. Following its review, the committee will make a recommendation to the president.

Subsequent changes to the design that meet the definition of a "minor alteration" are subject to review as described in Track A Minor Alterations.

Meeting Notification: Notice of all Campus Planning Committee review sessions will be given to members of the campus community who are most directly affected by the proposed development. (5) Notice will be provided in the same way and at the same time to the Eugene planning director and to the designated representative of each affected neighborhood organization abutting the campus.

Additional notification requirements have been established for

DRAFT

~~(a) construction proposals in the East Campus area as described in the *2003 Development Policy for the East Campus Area,* and~~
~~(b) construction proposals that require land use applications (for example, site reviews, conditional uses, zone changes, or traffic impact analyses) as described in "Land-use Applications" **1**).~~

~~These provisions are not intended to restrict the delivery of notice to other individuals by other means. Additional notice and opportunity for public comment often are employed. For larger projects, this usually includes campus wide public comment sessions prior to Campus Planning Committee review.~~

~~**Appeals:** A Campus Planning Committee recommendation to the president may be appealed as described in the "Campus Planning Committee" section on **page 23**.~~

~~(5) Members of the campus community most directly affected by the proposed project typically include the project sponsor and/or department head, the project user group chair, building managers of the project building and neighboring buildings, a Campus Planning and Facilities Services representative, the Department of Public Safety transportation coordinator, an ASUO representative, project planner, and any other individual who requests information. Each of these representatives is responsible for notifying additional faculty~~

Construction Project Process and Review

Construction projects involving a new building, additions, or visually prominent modifications to building exteriors, open spaces, or significant interior public spaces shall be reviewed by the Campus Planning Committee (CPC) as determined by the Director of Campus Planning. The committee's review will depend on the level of visual impact to campus.

Projects with less visual impact will typically be reviewed once by the CPC (schematic design review). Projects that have a larger visual impact on campus will typically be reviewed at least twice by the CPC, depending on project complexity. Complex projects are encouraged to check in regularly with the committee to share updates regarding early design work and receive feedback.

Establish Key Principles and Patterns

At the initial CPC meeting, the committee will review the key principles, patterns, and campus design considerations from the Plan that should inform the project. The CPC will also discuss and recommend opportunities for the project to address broader campus needs. CPC review generally concludes with schematic design, unless substantial changes occur later in the project.

Site Selection

For new buildings or campus elements requiring site selection, the committee will review the preferred site based on an evaluation of potential alternatives. The committee will also consider site specific opportunities and constraints, as well as opportunities to align the project with nearby development initiatives and broader campus objectives.

Demolition or Relocation

DRAFT

Any proposal to demolish or move a structure within the R-1 zoned areas in the East Campus Area shall be reviewed by the Campus Planning Committee (see East Campus Area Plan).

Changes to Approved Projects

Significant changes to previously reviewed projects, as determined by the Director of Campus Planning, shall be brought back to the CPC for additional review.

Examples of projects not subject to CPC review:

CPC review is not required for projects that have minor impact to the campus environment, such as:

- Standard repair and maintenance
- Minor changes not visible from designated open spaces
- Campus standard designs (e.g. benches, handrails, lights, etc.)
- Alterations within service areas not highly visible to the public
- Temporary structures (30 days of less)
- Demolition of East Campus houses within the PL Public Land zoned area

CPC Meeting Notification Requirements

Projects subject to CPC review must include the following parties when sending the CPC meeting mailing:

- Directly affected campus community members
- Eugene Planning Director
- Chairs or designated representatives of adjacent neighborhoods

These provisions are not intended to restrict the delivery of notice to other individuals by other means. Additional notice and opportunity for public comment often are employed. For larger projects, this usually includes campus-wide public ~~comment sessions~~engagement opportunities prior to Campus Planning Committee review. The Office of Campus Planning will determine when additional notification is necessary. Stakeholders and impacted parties should be engaged before CPC review.

Special Notification Requirements

Additional notification requirements apply to:

- Projects requiring land-use applications (e.g., site reviews, conditional uses, zone changes, traffic impact analyses)
- Projects in the East Campus area. Refer to the East Campus Area Plan.

~~**C: Typically Privately Controlled On-campus Construction Projects and Off-campus Construction Projects on UO-owned Land**~~

~~The following steps shall apply to projects that the president designates as Track C projects, typically privately controlled on-campus projects administered by the University of Oregon Foundation or other non-university entities and off-campus projects on university-owned land.~~

~~**STEP 1. Director of Campus Planning**~~

~~All capital construction proposals shall be referred to by the Director of Campus Planning for a determination of the process to be followed.~~

DRAFT

The president has the authority to designate projects as Track C projects, which are typically private projects / off campus projects.

When projects are designated by the president as Track C, the project sponsor will work with the VP for Finance and Administration and the Director of Campus Planning to develop the following:

(a) a written description of the project,

(b) the method for managing the project and the degree of involvement of Campus Planning and Facilities Management,

(c) a list of users to work with the selected design consultant,

(d) the method for selecting the design consultant, and

(e) a preferred site for the project.

The VP for Finance and Administration will forward this information to the president, who will accept, modify, or reject it, establish a schedule for review, and forward the materials to the Director of Campus Planning for appropriate action.

STEP 2. Campus Planning Committee
Meeting One
Process and Site Verification

The Associate VP for Campus Planning and Facilities Management and the president will determine whether the project is subject to Campus Planning Committee review and recommendation. Meeting One is not applicable to minor off-campus projects.

When Campus Planning Committee review is required, the committee will meet with the project sponsor within the time frame established by the president and take the following actions:

(a) review and comment on the list of proposed users and the design consultant selection process,

(b) recommend principles, patterns, and other appropriate campus design issues either from the Plan or in general to be considered during the project's design, and

(c) if the project is on campus, make a siting recommendation or establish a subgroup of committee members and others identified by the sponsor for the purpose of returning a site recommendation to the committee for its review and recommendation to the president.

President's Determination: After receiving the committee's comments and recommendations, the president will establish the users, the design consultant selection process, the principles, patterns, and other appropriate campus design issues either from the Plan or in general to be considered during the project's design. In the case of an on-campus project, the president also will make a final determination on the project's site.

DRAFT

~~**STEP 3. Design**~~

~~**Consultant Selection/Design** The selection of the designers and the design will proceed according to the approved process that was established during step 2.~~

~~**STEP 4. Campus Planning Committee**~~

~~**Meeting Two**~~

~~**Review, Notification, and Recommendation**~~

~~When Campus Planning Committee review is required, the committee will review the design of the project (most likely at the completion of the schematic design phase) within a time frame established by the president for compliance with the principles, patterns, and other appropriate campus design issues, as well as additional issues identified by the president. (See step 2 above.) Following its review, the committee will make a recommendation to the president.~~

~~(6) In keeping with established principles for the involvement of users in the design of projects, each privately controlled or off campus project will include input from the expected users of the building. The intensity and frequency of this input may vary by project, but it is especially important that users have an active, meaningful role in the design of projects that house UO programs on off campus, university-owned land. Such projects are different from on-campus projects, in which a user group is appointed by the Campus Planning~~

~~***Meeting Notification:*** Notice of all Campus Planning Committee review sessions will be given as required for additions/major alterations. (Refer to Track B, step 4, page 28.)~~

Nonstandard Projects

The University President may designate projects as nonstandard, subject to an alternate review process. These include:

- On-campus projects administered by non-university entities (e.g., the UO Foundation)
- Off-campus projects on UO-owned land

In consultation with the President, the Vice President for Finance and Administration and the AVP for CPFM will determine the project delivery method, degree of CPFM or CPC involvement, and the preferred site. The decision will be documented by the Office of Campus Planning.

Amendments to the Plan

~~The review of amendments to or adoption of the Plan shall occur as described below.~~ Amendments to the Plan may result from a specific adjustment or as part of periodic plan review. (See “Periodic Plan Review” on page 32.) Note: Amendments to the *East Campus Area Plan* shall follow the procedures contained within that document. Amendments to all other Subject Plans (e.g., the *Campus Tree Plan*) shall follow the same review process established for land-use applications and subject plans (see Land-use Applications and Subject Plans).

~~**STEP 1. Director of Campus Planning**~~

The Director of Campus Planning shall coordinate the review and approval process for all proposed amendments.

DRAFT

~~**STEP 2. Campus Planning Committee**~~

~~**Meeting One**~~

~~Not applicable.~~

~~**STEP 3. Design/Amendment Development**~~

~~Although a user group is not applicable a~~An advisory group, focus groups, or Campus Planning Committee subcommittee may be established (for example, to provide input during a periodic review process) as determined necessary by the Director of Campus Planning and Campus Planning Committee. Interested parties should be identified and consulted prior to Campus Planning Committee review (e.g., Facilities Services, directly affected departments, etc.).

~~**STEP 4.**~~ **Campus Planning Committee**

~~**Meeting Two**~~

Review, Hearing, Notification, and Recommendation

Plan amendments shall be by action of the university president upon recommendation by the Campus Planning Committee.

Hearing: Before formulating a recommendation to the president, the committee shall hold a public hearing if the proposed amendment results in a change to a Plan principle or substantive amendments to patterns or principle refinements.

Meeting Notification: All Plan amendments shall follow the same notification procedures as construction projects identified in "CPC Meeting Notification" requirements.~~required for additions/major alterations (Track B, step 4, on page 28).~~

~~When a Campus Planning Committee public hearing is required, notice shall be given to members of the campus community who are most directly affected by the proposed amendment. At least thirty days prior to the date of the hearing (unless otherwise required by the Development Policy for the East Campus Area), notice will be provided in writing to the director of the Eugene Planning Division and to a designated representative of each recognized neighborhood organization that abuts the campus. Notice of the hearing also shall be given by publication in the Oregon Daily Emerald at least ten days prior to the date of the hearing. Other means of providing notice of these hearings shall be employed to the maximum extent feasible.~~

When a Campus Planning Committee public hearing is required notification shall include, at a minimum:

- Notification to members of the campus community most directly affected by the proposed amendment
- Written notification to the director of the Eugene Planning Division and designated representative of each recognized neighborhood organization that abuts the campus at least 30 days prior to the hearing
- Publication in the Oregon Daily Emerald at least ten days prior to the hearing

The university will endeavor to provide opportunities for an exchange of information about proposals, separate from the required public hearings, as resources allow. These informational sessions will be held and publicized at times and places in a manner that will encourage maximum participation by the campus community and university neighbors.

DRAFT

~~***Appeals:*** A Campus Planning Committee recommendation to the president may be appealed as described in the "Campus Planning Committee" section on page 23.~~

Land-use Applications and Subject Plans

All land-use applications (such as site reviews, (7) conditional uses, traffic-impact analyses, and zone changes submitted to the City of Eugene) and all Subject Plans (for example, principles or standards regarding campus lighting, the designation of historic buildings, or regions of campus) shall be reviewed in the manner described below.

East Campus Area Note: Refer to the *East Campus Area Plan* for amendments to the land applications in the East Campus Area, refer to the document for specific notification requirements.

~~**STEP 1. Director of Campus Planning**~~

~~All land-use applications and Subject Plans shall be referred to the Director of Campus Planning for analysis of consistency with the provisions of the Plan and for a determination of the process tobe followed.~~

~~**STEP 2. Campus Planning Committee**~~

~~**Meeting One**~~

~~Not Applicable~~

~~**STEP 3. Design/Plan Development**~~

~~Although a user group is not applicable, an advisory group, focus groups, or Campus Planning Committee subcommittee may beestablished as determined necessary by the Director of Campus Planning and Facilities Management and Campus Planning Committee.~~

~~**STEP 4.** **Campus Planning Committee**~~

~~**Meeting Two**~~

Review and Notification ~~and Recommendation~~

Land-use applications and Subject Plans shall be reviewed by the Campus Planning Committee in public sessions. This often occurs as part of a related construction project review.

Notification

All land-use applications and Subject Plans shall follow the same notification as construction projects identified in "CPC Meeting Notification" requirements. ~~procedures required for additions/major alterations (Track B, step 4 above, on page 28).~~

In addition, notice of the intent to apply to the city for a site review, conditional use permit, zone change, or traffic-impact analysis shall be given to the adjacent designated neighborhood representatives at least thirty days prior to the date the application is filed with the city.

To the maximum extent possible, neighborhood concerns shall be addressed in the university's application to the city. Discussions with the neighborhood shall continue through the period during which the application is being processed by the city to the extent that they appear necessary to resolve outstanding issues.

DRAFT

The intent of this procedure is to allow for maximum participation of the neighborhood in the review of such proposals and to attempt to reach agreement with the neighborhood prior to city review. Campus Planning shall make every reasonable effort to arrange for a meeting or series of meetings between appropriate university officials and officially designated neighborhood representatives to discuss any such proposal and to resolve concerns that may be expressed.

(7) Site review is required for specified parcels of land. In addition, when a proposed institutional use is located within 300 feet of property zoned residential and such use will generate the need for a traffic-impact analysis according to city code, the review process for development will involve site-review procedures as required by the city.

Periodic Plan Review

The Plan provides for regular and routine adjustments to reflect shifts in program requirements, enrollment levels and characteristics, and similar. These continuous adjustments should occur as a result of the Plan's provisions for:

(a) ~~regularizing~~ aligning the connection between the university's academic programs and physical planning processes,

~~(b) preparing a *Biennial Capacity Plan* based on the capital construction budgeting process,~~

(~~c~~b) recognizing site and schematic plans for individual construction projects as refinements of this Plan, and

(~~d~~c) relying on the preparation and adoption of Subject Plans to articulate the Plan's more general principles.

Regardless of the flexibility built into this document, it is entirely possible that circumstances will change in ways and to an extent that would invalidate the basic assumptions and development objectives upon which the Plan is based. (Refer to Appendix C.) It will be important to regularly undertake periodic review of these fundamentals and to modify the planning principles as warranted.

~~Changes of this sort are more likely to result from shifts in attitudes, perceptions, programs, and directives from outside the institution than from changing directions within the university. In order to be in a better position to predict and understand the consequences of these external pressures, the Plan provides for sustained involvement of the larger community in the campus planning process. This involvement also should be viewed as a vehicle within which the university can serve as a responsible, proactive agent.~~

~~**Academic Planning Coordination**~~

~~The principle of diagnosis is embodied in the academic planning coordination, diagnosis, and periodic plan-review requirements as described below.~~

~~At the conclusion of an academic program planning cycle, the Office of the Provost and affected program units shall notify the Campus Planning Committee of possible Plan modifications that appear to be necessary or~~

DRAFT

warranted in order to more appropriately support the academic program. The committee may, upon its own motion or upon request of the provost, institute the process of amending the Plan.

The following studies will be prepared to enhance coordination between academic and physical campus planning endeavors:

(a) Capital Construction Budget Request

Each biennium, as part of the preparation of the university's capital construction budget proposal, project proposals received from academic units and prioritized by the administration will be referred by the president to the Campus Planning Committee for review and comment about the relevant plan principles and patterns to determine if:

(1) sufficient land exists, in aggregate, to accommodate the prioritized first-biennium capital construction projects,

(2) each capital building project proposed for funding in the first biennium has siting opportunities that are consistent with the Plan, and

(3) any of the prioritized capital construction projects would require plan amendments, and if so, to provide comments.

(b) Biennial Capacity Plan (BCP)

As a means for examining the campus's capacity and the ongoing effectiveness of the Plan, Campus Planning and Facilities Management shall prepare a *Biennial Capacity Plan* for review by the Campus Planning Committee. The *Biennial Capacity Plan* will contain the following information:

(1) a program-specific site or alternative sites for each project proposed for first-biennium funding (identification of these siting opportunities does not preclude development of the project on another site that is consistent with the Plan should more detailed design studies indicate the desirability of a different location),

(2) identification of sufficient siting opportunities to accommodate proposed developments for projects either proposed for funding in subsequent biennia or identified as needed by a sponsoring unit, and

(3) a calculation of the speculative maximum build-out of the campus including all identified projects from (1) and (2) above and also including buildings representing the maximum density as listed in the plan for the campus. (See "Principle 3. Densities," page 49.)

Upon reviewing the *Biennial Capacity Plan*, the Campus Planning Committee shall determine that

(1) sites meeting the requirements of the Plan are identifi ed for the fi rst biennium projects, or, revisions are identified if they are needed, and

(2) in the aggregate, sufficient siting opportunities exist for the remaining identified capital projects.

DRAFT

~~If capacity is needed or appropriately located sites are not available, the Campus Planning Committee shall consider amendments to the Plan.~~

~~**Campus Development Capacity Analysis**~~

~~As a means for examining the ongoing effectiveness of the Plan, the Office of Campus Planning will prepare an analysis of the campus' development capacity on a periodic basis to evaluate whether there are enough available sites and building square footage for future development as established in Principle 4: Density. If there is not enough capacity or appropriately located sites are not available, the analysis will be shared with the Campus Planning Committee to consider amendments to the Plan.~~

Community Coordination

The Plan recognizes that some university construction principles and activities affect adjacent neighborhoods and the community as a whole. It also recognizes that institutional requirements should be coordinated with established principles and plans adopted by the larger community.

(a) The university adopts by reference applicable community planning documents (listed in Appendix J) as they pertain to the University of Oregon and to adjacent lands as they now exist or may be amended hereafter.

(b) The University/Community Liaison Committee (U/CLC) is comprised of representatives from the university, the city, and various local organizations and institutions representing people who live and work in the university area. Its primary function is to provide a forum for participants to share information about development priorities and activities. The university will continue university representation on the U/CLC.

(c) Regular contact among the leadership of state and local governments and campus area neighborhood organizations provides an additional opportunity for monitoring development activities.

(d) Specific notification requirements for construction projects, land-use applications, and plan amendments are described earlier in this chapter.

Area and Site Diagnosis Studies

(a) Areas of the campus shall be studied periodically for their health. These diagnostic studies shall ~~enumerate~~ identify shortcomings and assets contained within the study area.

These studies allow for the identification of areas needing repair. This in turn opens possibilities for site repair as part of future construction projects in the area. In this way individual projects contribute to the improvement of the campus as a whole.

Area diagnosis studies are prepared by and available from Campus Planning and Facilities Management for use when initiating a construction project. They are intended to be initial analyses; therefore, they are not subject to Campus Planning Committee Review.

(b) A site diagnosis in appropriate scope and detail shall precede the development of schematic designs for any project.

DRAFT