



UNIVERSITY OF CENTRAL FLORIDA

**Office of the President**

<b>SUBJECT:</b> University Landscape Planning, Design, and Installation	<b>Effective Date:</b> 12/3/2019	<b>Policy Number:</b> 3-123.1	
	<b>Supersedes:</b> 3-123	<b>Page</b> <b>1</b>	<b>Of</b> <b>3</b>
	<b>Responsible Authority:</b> Director, Landscape and Natural Resources		

**DATE OF INITIAL ADOPTION AND EFFECTIVE DATE 5/23/2014**

**APPLICABILITY/ACCOUNTABILITY**

This policy applies to all personnel, departments, and units, including auxiliary and athletics areas, on all UCF campuses.

**POLICY STATEMENT**

The Department of Landscape and Natural Resources (LNR) is responsible for overseeing design, installation, irrigation, maintenance and related activities for all campus landscapes. Landscape plans, including:

- hardscape features that are part of new building construction;
- renovations;
- remodels;
- additions; and
- alterations by internal and external entities

need to be approved by the director of Landscape and Natural Resources or the director's designee.

**DEFINITIONS**

**Auxiliary.** An entity on campus that provides goods or services to faculty, staff, students, and/or the general public, that may charge fees directly related to, although not necessarily equal to, the cost of the goods or services provided.

**Hardscape.** The hard surface elements of landscaping and site design, including, but not limited to, such features as paved areas, sidewalks, plazas, architectural fountains, and decorative and retaining walls.

**Site Furnishings.** Outdoor furniture and other outdoor accessories, such as lighting fixtures, bollards, bike racks, trash cans, arbors and trellises, planters, free standing fountains and other features that enhance or add utility to the outdoor environment.

**Sustainable Landscape Design.** An approach to landscape design that aims to minimize resource depletion, promote species diversity, maintain habitat quality, and preserve water and nutrient cycles in order to create built environments that foster human, social, and ecological health.

## **PROCEDURES**

### **1. Landscape Design Standards and Practices**

Minimal requirements for all landscape construction and renovation projects, including specific construction, material, and operational requirements, are listed in the University Design, Construction, and Renovation Standards, and further guidance is provided in the Campus Landscape Master Plan. Landscape and irrigation designs for new buildings shall contribute toward the university requirement that all new construction meet a minimum Leadership in Energy and Environmental Design (LEED) Silver rating, by including water-efficient landscaping.

### **2. Approval of Landscape Design for Construction Projects**

From initial concept through schematic design phases and project completion, LNR will be the university's principal advisor and approval authority for ensuring that the standards and practices for design, construction, and operation of all UCF landscapes and outdoor facilities meet the intent of this policy.

### **3. Maintenance Considerations**

All designs and plans for university landscapes must consider the maintenance requirements of selected plant material, hardscape features, or site furnishings to ensure the plantings and structures can be sustainably maintained under current standard operating procedures and maintenance practices.

### **4. Restoration of Damaged Landscape or Hardscape**

Any activities resulting in damage to campus landscape or hardscape features whether planned, accidental or incidental, must be repaired under the direction of Landscape and Natural Resources, and paid for by the entity causing the damage. Any entity planning or scheduling any activity in the landscape with potential to damage any landscape feature,

such as turf, shrubs, groundcover, irrigation components, or hardscape, must provide prior notification to the Department of Landscape and Natural Resources.

### RELATED INFORMATION

- Florida Friendly Landscaping™: [www.floridayards.org](http://www.floridayards.org)
- UCF Design, Construction, and Renovation Standards: <http://fp.ucf.edu/wp-content/uploads/resources/Standards%20and%20Requirements/Design%20Construction%20and%20Renovation%20Standards%20v2018-4.pdf>
- UCF Green Building Construction and Renovation Requirements: [http://energy.ucf.edu/wp-content/uploads/2018/06/building\\_construction\\_requirements.pdf](http://energy.ucf.edu/wp-content/uploads/2018/06/building_construction_requirements.pdf)
- UCF Campus Landscape Master Plan: <http://www.green.ucf.edu/wp-content/uploads/2017/04/UCF-LNR-Master-Plan-Standards-1.pdf>
- Landscape and Natural Resources Standard Operating Procedures: <https://www.green.ucf.edu/landscape/landscape-operations/#standards>

### CONTACTS

Landscape and Natural Resources Department: 407-823-1940; <http://www.green.ucf.edu/>

**INITIATING AUTHORITY:** Vice President and Chief Operating Officer

POLICY APPROVAL (For use by the Office of the President)	
Policy Number: 3-123.1	
Initiating Authority: <u>Misty Shepherd</u>	Date: <u>11/27/19</u>
University Policies and Procedures Committee Chair: <u>Shonda L Bishop</u>	Date: <u>11/22/19</u>
President or Designee: <u>[Signature]</u>	Date: <u>12/3/19</u>

History: 3-123 5/23/2014