

<b>SUBJECT:</b> University Landscape Planning, Design, and Installation	<b>Effective Date:</b> 5/23/2014	<b>Policy Number:</b> 3-123	
	<b>Supersedes:</b>	<b>Page</b> 1	<b>Of</b> 3
	<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 in E&G-, C&G-, and A&SF – (local fees) funded entities, as well as to auxiliary and athletics areas on all UCF campuses.

**POLICY STATEMENT**

The Department of Landscape and Natural Resources (LNR) is the UCF point of contact and liaison for all campus landscape design, irrigation design and construction, and plant installation. Landscape or hardscape features related to new building construction, renovations, remodels, additions, and alterations, whether done by internal or external entities, must be reviewed by the director of Landscape and Natural Resources or the director’s designee. This review serves to ensure that all projects comply with existing standards, operational procedures, and specifications outlined in this policy, and that any deviations from existing standards receive appropriate review and approval.

**DEFINITIONS**

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

**Florida Friendly Landscaping™.** An approach to landscaping that uses low-maintenance plants and environmentally sustainable practices.

**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**

All landscaping projects on UCF campuses will exemplify principles of sustainable landscape design. 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. The UCF Campus Master Plan and UCF Campus Landscape Master Plan provide further guidance for landscape design and construction.

### **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. New Building Construction and Renovations**

In accordance with the University of Central Florida's commitment to sustainability, landscape designs for new building construction or renovations, and continued maintenance operations, must demonstrate high standards of environmental stewardship. 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.

### **4. Maintenance Considerations**

All designs and plans for university landscapes maintained and operated by LNR need to 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 operating and maintenance practices.

Ideal landscape bed plantings will include material that requires little or no fertilizers or pesticides and minimal or annually scheduled trimming. If selected plant material will require fertilizer, the recommended fertilizer practices need to conform to LNR's standard operating procedures. Plant material should match site characteristics, including soil fertility, moisture level, shading, and other microenvironment conditions. Florida Friendly Landscaping™ principals should be followed to the extent practicable. Hardscape material should be specified so that it can be maintained without sealants or coatings, and site furnishings selected that are of durable, long-lasting material consistent with current building and design standards.

## RELATED INFORMATION

- Florida Friendly Landscaping™: [www.floridayards.org](http://www.floridayards.org)
- UCF Design, Construction, and Renovation Standards: <http://www.fp.ucf.edu/guides/UCF%20Design%20Construction%20and%20Renovation%20Standards%20-%202013%20-%20201-16-2013.pdf>
- UCF Building Construction and Renovation Requirements: [http://www.fp.ucf.edu/guides/building\\_construction\\_requirements.pdf](http://www.fp.ucf.edu/guides/building_construction_requirements.pdf)

## CONTACTS

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

**INITIATING AUTHORITY:** Vice President for Administration and Finance

<b>POLICY APPROVAL</b> (For use by the Office of the President)	
Policy Number: <u>3-123</u>	
Initiating Authority: <u>Will F. Menke</u>	Date: <u>5-22-14</u>
University Policies and Procedures Committee Chair: <u>Randal Bishop</u>	Date: <u>5/21/2014</u>
President or Designee: <u>John C. Hill</u>	Date: <u>5/23/14</u>