15.0 Architectural Design Guidelines Element

The Florida Agricultural and Mechanical University (FAMU) campus is located immediately adjacent to the State of Florida central government complex in Tallahassee, Florida. The campus was established on this site more than a century ago. The University, the campus and its surrounding neighborhoods have grown during that time, from small, sparsely populated, extralurban communities to their present situation as dynamic institution in a dense urban environment. The University’s past periods of growth can best be characterized as intermittent, explosive and until recently, uncontrolled. Such explosive growth periods have left FAMU with a dispersed campus lacking the desired core densification of a University this size. But because of the University’s diligent adherence to their original master plan in 1987 and to their first Comprehensive Master Plan in 1995, with updates in 2000 and 2008, the improvements have made a vast difference in the functional and aesthetic values of the campus.

FAMU’s irregular growth pattern is chronicled in the presence of at least thirteen (13) different architectural design styles across campus. These different styles possess wide variations in their massing, detail, scale and sitting. While these structures were appropriate in the age of their design, they are now viewed collectively as inconsistent, visually confusing and in aesthetic competition with one another. Buildings constructed prior to the 1950s treated the issues of siting, massing and scale more successfully than the contemporary buildings. The older buildings (pre-1950) addressed the issues of massing, detail, scale and siting as an integral part of their design process. Their responsiveness to "at-grade" sight lines and a sense of main entry are largely what define them as classic style examples of architecture. After 1950, the necessity to maximize use, function and density while minimizing construction and design costs brought about an abandonment of the older principles of good design, redefining these principles in response to time and cost issues. As a result, there is little transitional architecture at FAMU to link these very different sets of architectural design influences.

Once the undesirable ramifications of the more contemporary buildings began to be noticed, the creation of large "campus green" areas such as The Set and University Commons compensated for the lack of attention paid to the visual perception and social needs of an ever-expanding student body. These "campus green" areas are well utilized by students and faculty alike with the need for more such areas a certainty.

To regain control of delivering future building and renovation projects, the creation and implementation of a Design Review Committee is believed strategic and necessary. This committee would exist to monitor adherence to a particular building’s project program. They will also be responsible for assuring compliance with an established University Architectural Design Guidelines. These Guidelines should assist in formulating the features and standards to be followed in the design of future University facilities. Below are highlights of a typical Architectural Design Guidelines that could be applied at FAMU.

- Ensuring site placement in response to adjacent structures, open "campus green" areas and respecting appropriate set-back distances from pedestrian circulation pathways
- Maintaining desirable sight lines to and from each new facility
- Restricting view and access points to service docks from pedestrian thoroughfares
- Building masses which avoid monumental proportions that impinge on pedestrian circulation but instead support and maintain "people" scale
- Continuing predominance of brick masonry building skin in a color blend to match the existing brick on campus
- Adhering to the Energy Efficiency requirements, a specific section of the Architectural Design Guidelines, that direct sustainable features of buildings
- Adopting passive solar design strategies for exterior envelope to enhance energy efficiency characteristics of a building’s overall performance
- Designing to deliver low maintenance/vandal-resistive interior finishes and building systems that are commonly available for necessary replacement
- Adhering to applicable building codes and industry standards as well as requirements of the State of Florida (Florida Accessibility Code for Building Construction and Americans with Disabilities Act Accessibility Guidelines, November 2010)
- Basing design of mechanical, electrical and plumbing systems on sustainable, yet reliable components.
15.0 Architectural Design Guidelines Element

GOAL 1: Florida Agricultural and Mechanical University (FAMU) shall undertake the planning, design and construction of facilities on University property which represent the highest standards of excellence in architectural design.

Objective 1.1: FAMU shall maintain and update, as necessary, the Architectural Design Guidelines which set standards to be followed in the planning, design and construction of new facilities and the renovation, rehabilitation and expansion of existing facilities.

Policy 1.1.1
FAMU shall maintain a set of Architectural Design Guidelines which establishes the selection of materials to be used in the construction of University facilities. These guidelines have set the minimum standards for quality; sustainability; energy efficiency; life cycle cost; color and texture; scale, proportion and massing; graphics and signage; safety and security system standards, information and telecommunication standards and context of University facilities.

Policy 1.1.2
FAMU shall require that all persons/parties doing business with the University in, at or around the Carnegie Library, constructed in 1908 and listed on the National Register of Historic Buildings, adhere to the Standard Building Code, Special Historic Buildings and Secretary of Interior.

Policy 1.1.3
FAMU shall continue to pursue placement of architecturally significant buildings on the State of Florida and National Registers of Historic Places. The FAMU Architectural Design Guidelines shall provide information regarding the standards and codes to be followed in the preservation, rehabilitation and repair of architecturally or historically significant facilities on the FAMU campus. Adherence to these standards and Guidelines shall be required by all FAMU staff and design professionals doing work on such facilities.

Policy 1.1.4
FAMU shall participate with the State of Florida, Bureau of Historic Preservation in a survey of the FAMU campus to determine if all or part of the campus qualifies as a historic district. Within one year of survey completion, this Master Plan Update, the University’s Architectural Design Guidelines and other appropriate documents will be revised and amended to reflect the findings and determinations of the survey.

Policy 1.1.5
FAMU shall set standards to provide continuity between the best of historical architectural design, represented by the Colonial, National and Georgian styles, and integration with recent construction by continuing the use of the Renaissance Judicial, which blends historical and modern architectural features, and the Heavy Masonry and Passive Solar Design styles. The design features which characterize these acceptable design styles are identified in the University’s adopted Architectural Design Guidelines.
Policy 1.1.6
FAMU shall require that all projects for the design and construction of rehabilitation, renovation or expansion of existing facilities include the retrofitting of the entire facility to bring it into compliance with the requirements of most current Florida Accessibility Code for Building Construction and Americans with Disabilities Act Accessibility Guidelines (November 2010) until such time as all facilities on FAMU property are in compliance with these regulations.

Policy 1.1.7
FAMU shall develop a Campus Sustainability Guide that outlines the features of new and renovated construction projects. The USGBC LEED® Ratings System, or other State approved guideline, may be utilized in establishing the portions of the Sustainability Guide for buildings and site development. Also, compliance with State mandated energy conservation measures as outlined in the Florida Statutes shall be completed. Sustainable features must be in compliance with the current Florida Statutes for all building meeting the criteria of a state university building.

Policy 1.1.8
None of the guidelines established by FAMU in its Architectural Design Guidelines shall be in conflict with or be supposed as to supersede City of Tallahassee and other applicable building codes and regulations.

Policy 1.1.9
The FAMU Architectural Design Guidelines, previously adopted as part of this plan and included as Appendix B, shall establish as policy and set standards for building siting and linkages, which define the relationship of new facilities with respect to adjacent facilities and the surrounding natural environment, provision of access for emergency and maintenance vehicles and disabled/handicapped persons, and creation of open spaces.

Policy 1.1.10
The FAMU Architectural Design Guidelines shall establish as policy and set standards for the architectural treatment of facilities located along campus edges establishing that new facilities shall continue the architectural theme existing elsewhere on campus.

Objective 1.2: FAMU shall establish a series of review procedures to implement the Architectural Design Guidelines, to allow for inclusion of unique and innovative design solutions which may not follow the established design guidelines. These reviews shall include initial design review and major review of newly constructed, renovated or remodeled facilities.

Policy 1.2.1
FAMU shall establish a Design Review Committee to monitor designer adherence to the adopted Architectural Design Guidelines. The Design Review Committee shall be comprised, at a minimum, of representatives of the FAMU Office of Facilities Planning and Construction, FAMU Physical Plant Division, a Board of Education, Division of Colleges and Universities, two (2) faculty members and one (1) student and shall be chaired by the FAMU Director of Facilities Planning and Construction. Review shall be made at the Conceptual Schematic, Design Development and 50% Construction Documents submittal phases. These reviews shall produce comments for the designer to incorporate in the next production phase.
Policy 1.2.2
The Design Review Committee (DRC) shall possess the authority to waive adherence to a select provision of the guidelines if that provision poses a substantial hardship to a project based upon the project's approved program. Such waivers shall not be granted due to inconvenience or to accommodate designer preference.

In order for a waiver to be considered by the Design Review Committee, the designer shall be required to make a "stand-up" presentation of his suggested deviations from the FAMU Architectural Design Guidelines to the DRC at the time that Conceptual Schematic and Design Development documents are initially submitted. After the designer's presentation, deviations having merit given the specific project requirements may be given consideration for approval.

Policy 1.2.3
Revision of the Architectural Design Guidelines is recognized as a natural evolution of delivering quality facilities to the University. Adoption of such revision shall be granted only after a thorough evaluation by the Urban Design Committee (3.0 Urban Design Element) that addresses, at a minimum, the following items:

- First costs of suggested change and necessary retrofit costs to existing buildings/systems.
- Schedule for adoption of suggested change by state legislative action in the form of a forthcoming statute or incorporation as a part of the Florida Administrative Code.
- Schedule for adoption of suggested change by the Florida Building Code, 2001 Edition which is prescribed for use at FAMU.
- Responsiveness of suggested change to the requirements of the Americans Disabilities Act as modified in the future.

Proposed revisions to the Architectural Design Guidelines shall be transmitted to the Board of Education, Division of Colleges and Universities for review and approval. The University adopted and approved revisions to the Architectural Design Guidelines shall be incorporated into a formal amendment of this Master Plan Update in the year immediately following said adoption.

Policy 1.2.4
FAMU shall institute a formal procedure for post-construction/post-occupancy review of all newly constructed, renovated, rehabilitated or expanded facilities to be performed eleven (11) months following the issuance of each facility's substantial completion. The review shall consist of a field visit and brief summary report and shall have the purpose of identifying items/issues, which need reconsideration in future projects. The Post-Construction/Post-Occupancy Review Committee shall consist of the Director of Physical Plant Division, the Director of Facilities Planning and Construction, a senior administrative representative of the end user (building occupant), the Campus Maintenance Engineer, representatives from the Architect/Engineer of Record and the General Contractor.

The field visit shall include an initial meeting in which the Director of Physical Plant Division shares the project's maintenance records to date and alerts other participants to any "trouble issues" which may have been noted in the records during the previous eleven (11) months.
Upon completion of a comprehensive site visit, deficient items resulting from adherence to the Architectural Design Guidelines that are not construction related shall be presented to the Design Review Committee for their use in suggesting appropriate guideline revisions to the Urban Design Committee.

Policy 1.2.5
The Director of Facilities Planning and Construction shall make an annual report to the Urban Design Committee which indicates any revisions of the Architectural Design Guidelines which he/she feels may be appropriate based on information acquired during the periodic review of usefulness and maintenance requirements of new and existing facilities.

Objective 1.3: FAMU shall coordinate with other institutions in the design of satellite University facilities occupying sites on campuses that are not part of the Board of Governors.

Policy 1.3.1
Recognizing that FAMU cannot require adherence to its Architectural Design Guidelines in the construction of off-campus satellite facilities, FAMU shall mandate that these guidelines become part of the overall evaluation criteria to be used in selection of potential sites for off-campus facilities.

Objective 1.4: FAMU shall upgrade its existing facilities to meet the ADA requirements during the planning period as permitted by funding allocations.

Policy 1.4.1
As part of the design and construction of renovation, rehabilitation or expansion of any existing facilities on University property, FAMU shall fund the upgrading/retrofitting of the entire facility to meet ADA requirements.

Policy 1.4.2
FAMU shall continue to follow the priority listing below to determine the allocation of funding for upgrading/retrofitting existing facilities to meet ADA requirements.
1. Provide ADA-compliant ramps at all building main entry locations to permit "direct" access to disabled persons.
2. Construct "areas of refuge" on (all) upper floors of existing buildings where such areas do not exist, as required by the SBC and Life Safety Code.
3. Renovate the quantity and location of noncompliant toilet facilities.
4. Provide audio-enhancement features for the hearing impaired to all classroom/lecture spaces.
5. Renovate noncompliant elevators.
6. Provide accessible public telephones in accordance with ADA and the State of Florida Public Service Commission requirements.
7. Provide "tactile" warning floor surfaces and knurled door knobs to warn unsighted and legally blind students/faculty of imminent danger and unauthorized room access.

Policy 1.4.3
FAMU shall continue to comply with the initiatives outlined in the "ADA Noncompliance Building Summary Report" that outlines necessary ADA improvements.