University of Michigan – Ann Arbor Campus
Exterior Elements Review Committee
Guidelines and Procedures

Guidelines

The Exterior Elements Review Committee (EERC) serves as an advisory committee to Planning and Communication and is charged with providing technical and aesthetic reviews of proposed projects that are not managed by Architecture, Engineering, and Construction (AEC). Projects that require EERC review are those that affect the exterior of buildings or any aspect of the university grounds, as well as projects planned for interior public lobbies of buildings.

For projects within the **East Medical Campus** and **Medical Center Campus**, as well as **other U-M Health facility locations** such as Briarwood, West Ann Arbor, South Industrial, etc., or the **Athletics areas of the Stephen M. Ross Athletic Campus**, EERC provides *only* technical reviews (e.g., code related, safety, environmental, etc.). The review of aesthetics in these areas is managed either by Michigan Medicine or the Department of Intercollegiate Athletics. For projects associated with Michigan Medicine managed facilities or grounds contact Quinta Vreede and for the Athletics areas of the Ross Athletic Campus contact Rob Rademacher.

EERC review is primarily for compliance with campus planning principles, aesthetics, and appropriateness of visual impact on campus. The committee does not provide an authoritative review of mechanical, electrical or structural matters. If such reviews are deemed necessary, they will be included in the committee's recommendations.

Examples of projects that typically require EERC review include, but are not limited to, the following:

- Temporary or portable structures
- Temporary or permanent appurtenances such as banners on light poles and banners on buildings.
- Exterior facing building or wayfinding signage, both temporary and permanent
- Visible fixed equipment such as mailboxes, antennas, satellite dishes, mechanical, electrical, and telecom devices, etc. For antennas, see Guidelines for Installing Antennas on University Buildings or Structures.
- Interior public lobbies: EERC will provide a general review to ensure projects or installations comply with university policies and procedures and building and safety regulations. EERC will verify that appropriate reviews are being undertaken and will make recommendations regarding the necessity of engaging other professionals for review and/or installation of engineered or designed elements including:
  - revisions to doors, windows, walls, etc.
  - public art – see also President's Advisory Committee on Public Art
  - proposals for installations of floor or wall mounted or suspended displays and art

- furnishings - selection of and placement so as to not block accessible areas and/or fire and emergency access
- food service operation proposals - EERC will assess the proposal on the basis of its aesthetic and operational impact on the proposed public space and confirm that proposals have been approved by the Food Service Review Committee.

Other procedures pertaining to outdoor elements include:

- Tree preservation policy
- Campus wayfinding and signage
- President's Advisory Committee on Public Art

Procedures

1. Submit an email to Planning and Communication (AEC-PlanningAndCommunication@umich.edu) for a determination of whether EERC review is required. Provide a brief description of the project and if applicable any supporting documentation such as a map or site plan and photos. If it is determined that a project requires EERC review, it will be scheduled for review at the next monthly EERC meeting unless an on-line review is deemed sufficient. The committee typically meets the second Thursday of each month. The individual responsible for the project should attend the meeting and present the project. Illustrations adequate to show the proposed work, location, design, materials, etc., should be provided no later than the Friday preceding the meeting, preferably in the form of a PowerPoint presentation or similar format.

2. The EERC Committee may:
   - Support the request without conditions
   - Support the request with conditions such as:
     -provide an update or status report within some future scheduled timeframe
     -removal of the installation within some timeframe
     -verification of review of specific elements of the proposal by other university stakeholders
     -verification of involvement of specific professional disciplines or trades
   - Table the request to a future meeting or pending additional information
   - Not support the request

EERC members from representative F&O departments provide technical support; additional leadership and guidance is provided by DPSS, Michigan Medicine, and the Office of Institutional Equity.