Policy on Temporary Structures

March 4, 1981

TO: Deans, Directors, and Administrative Offices

FROM: Ira Michael Heyman, Chancellor

The attached document entitled Policy Concerning Temporary Structures and Storage Buildings on the Central Berkeley Campus has now been adopted as a statement of campus policy. It was developed after extensive consultation, particularly with the Buildings and Campus Development Committee (BCDC) (see Footnote 1) and the Conservation and Environmental Quality Committee (CEQC) (see Footnote 2).

I am most pleased that we will have the guidance afforded by this policy. We are determined to protect the visual environment of the campus from the negative impact of temporary structures and we wish to be certain that appropriate mitigating measures are taken in those few instances in which a structure of this kind becomes temporarily necessary.

Policy Concerning Temporary Structures and Storage Buildings on the Central Berkeley Campus

(see Footnote 3)

1. Portable structures, mobile units, or small buildings used for permanent or temporary storage will not be permitted within the Central Campus.

2. Storage must be either contained within existing permanent buildings or removed to an off-campus storage facility.

3. Temporary (mobile or fixed) structures may be approved to meet the following future needs.

   a. Structures used as support bases during construction or alteration of campus buildings;
   b. Structures used to provide temporary space for units decanted from existing buildings during construction or alterations; or
   c. Structures used on an interim basis by units for which permanent quarters are planned.

4. In all cases covered in section 3 above, the structures will be removed immediately after being vacated for new quarters.

5. In the case of temporary quarters used as surge space (3.b) or by units in a transitional stage of development (3.c), the following conditions must be satisfied:

   a. At the time of construction there shall be a written agreement assigning financial responsibility for both construction and removal of the structures.
b. A request for temporary facilities must be accompanied by detailed site plans and elevations which show the impact on the surrounding campus and prescribe mitigation measures to reduce negative visual or environmental impacts incurred while the structure exists.

c. A request for transitional, temporary facilities must be accompanied by a plan for the development and occupancy of permanent space to house the activities, including a realistic timetable and financial plan.

6. A list of existing mobile or temporary structures and outdoor storage will be compiled as part of the Campus Space Plan inventory under way. Removal of these structures and storage areas from the central campus will be determined on an individual basis with the aim of eliminating them as soon as possible in accordance with long-range campus planning.

7. BCDC will be responsible for managing the present policy, and will advise the Chancellor after consultation with CEQC on all requests for use of temporary structures and on removal of noncompliant structures. Requests falling under section (3.a) will be referred to DOFM (see Footnote 4) for adjudication after consultation with CEQC.

8. Short-term parking of mobile units such as those used for field work by the School of Optometry and the College of Natural Resources is excluded from these regulations, but must be approved by CEQC if the units are not located in parking spaces under the jurisdiction of the Parking Office.

Adopted by the Chancellor's Office, March 4, 1981

Footnote 1: BCDC has been replaced by the Space Assignments and Capital Improvements (SACI) Committee, which is now responsible for managing this policy.

Footnote 2: It is expected the Design Review Committee (DRC) will advise on design-related issues. CEQC no longer exists.

Footnote 3: The Central Campus is bounded on the north by Hearst Avenue, on the south by Bancroft Way, and on the west by Oxford and Fulton streets. The eastern limit includes the Strawberry Canyon Recreational Area and extends northward just east of California Memorial Stadium, Bowles Hall, the Greek Theatre and Stern Hall to Hearst Avenue. Adjacent University property (e.g., Woo Hon Fai, Etcheverry, Soda and Jacobs Halls, Goldman School of Public Policy) is also included.

Footnote 4: The Department of Facilities Management (DOFM) no longer exists. This responsibility now rests with Construction and Design (a unit under VC-Real Estate).