

UNIVERSITY of
HOUSTON

FACILITIES PLANNING AND CONSTRUCTION

PROJECT CHARTER

Project Name

End User Department Name

Prepared by

Date

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1E. Project Milestones

Milestone	Target Completion Date
PFA Approval	
Project Construction Start	
Project Completion	

1F. Conceptual Project Budget/ Funding Source

Funding Source	Funding Destination	Dollar Amount
	Estimated Total Project Budget	

1G. Additional Comments (Regarding 1F)

1H. Will this project require CFPC (campus facilities planning committee) approval?

YES NO

1I. Will this project require TAS (Texas Accessibility Standards) registration and compliance?

YES NO

SECTION 2 PROJECT CONSIDERATIONS

2A. Project Parameters

2B. Facilities Services Support/ Shop Support

2C. Space Management/ Room Numbering

2D. Signage and Way-finding

2E. Risk Management

2F. Hazardous Materials Abatement/ Regulatory

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2G. Security

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2H. UIT

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2I. Parking and Transportation Services

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SECTION 3 SITE INFORMATION

3A. Existing Conditions

3B. Site Impact

3C. Campus Master Plan

Source: <https://uh.edu/facilities-planning-construction/vendor-resources/owners-design-criteria/master-plans/>

SECTION 4 SITE MAP & FLOOR PLANS

4A. Site Map



4B. Floor Plans



