

REQUEST TO DEVELOP LAND (RDL) **PROCESS**

REQUEST TO DEVELOP LAND (RDL) ON USF CAMPUS PROPERTY PROCESS (Revised 10/29/2019)

The intent of the **RDL Process** is to uniformly inform all University Leadership of proposed land use and development, understand campus impacts, and determine level of support to proceed. It is a process applied to proposed land use modification, sub-lease of land or feasibility study for land development. The RDL is a request for a recommendation by the Campus Development Committee (CDC) to the Academics Campus and Environment Advisory Council (ACEAC) for the requestor to proceed.

Process

1. Submit attached RDL form electronically to:

Ray Gonzalez
Director, Planning and Space Management
Facilities Management
rlgonzalez@usf.edu

2. USF staff will review through a normal 2 week review process, and will provide comments. Once all issues have been addressed satisfactorily, **RDL** will be submitted for scheduling of a **CDC** meeting and Agenda. If there is recommendation by the **CDC**, or recommendation with comments or conditions, the proposal will proceed to be submitted for Agenda at the next **ACEAC** meeting (see **ACEAC** website for meeting dates and agenda deadlines).
3. Requestor may be asked to present request to **CDC**, staff will present comments.
4. With approval of the **CDC**, the Requestor will work with Facilities Management to address any comments from the **CDC**.
5. **RDL** and associated data and graphics will be received electronically by persons listed in Number 1 above.