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## **Space Churn Renovation Plan and Policy**

### **(Provision of Natural Daylighting and Views)**

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### **Introduction**

The SUNY College of Environmental Science and Forestry recognizes the importance of natural daylighting and views as they affect the environmental quality of all of the occupants that work within its buildings. Natural daylighting and views provide a greater connection between interior and exterior environments, thereby improving human performance, well-being and job satisfaction.

### **Objective**

It is the goal of SUNY ESF to provide all normally occupied workspaces with natural daylight and views, in renovated and newly designed buildings whenever this is feasible. As spaces are modified or renovated, SUNY ESF will evaluate these opportunities to provide greater percentages of occupied spaces with access to additional daylighting and views.

### **Policy**

In order to meet its objective, plans for all space modifications (space churn and rehabilitation) shall aspire to achieve direct lines of sight to exterior vision glazing for at least 90% of all regularly occupied spaces. The impact upon this goal shall be considered prior to proceeding with any aspect of space modifications. Space modifications subject to this policy include: furniture modifications (relocations, reconfigurations, additions and replacements); interior and exterior rehabilitations and repairs; and interior renovations of all sizes affecting all normally occupied spaces.

The Physical Plant and Facilities Office shall be responsible for review of all plans for space modifications subject to this policy. Approval shall be subject to compliance with the objectives of the policy and shall be received prior to proceeding with or committing to proposed modifications. Exceptions from compliance with this policy shall be subject to the approval of SUNY ESF's President and/or Vice President for Administration. Application for an exception is the responsibility of the sponsor of the subject space modification. Exceptions may be granted subject to satisfactory justification, including demonstration that any reasonable alternatives that would support the objective would be unfeasible, impractical or otherwise not within the best/broader interests of the College.

### **Definitions**

Line of sight: A horizontal view angle (to vision glazing) of not less than 10 degrees. Line of sight may include windows in interior partitions.



Normally occupied space: All spaces where building occupants work while standing or seated within the building. These include normally occupied individual workspaces (private offices and open-plan offices with private workstations) as well as normally occupied multi-occupant spaces (conference rooms, classrooms, laboratories, training rooms, etc.). These do not include spaces such as corridors, copy rooms, mechanical and service spaces, break rooms, storage rooms and stairwells.

Vision glazing: Glazing that provides views of outdoor landscapes to building occupants. Only vertical windows areas between 2'6" and 7'6" above the floor of the normally occupied space count as vision glazing. Skylights and roof monitors do not count toward vision glazing.

Accepted on behalf of the  
State University of New York  
College of Environmental Science and Forestry

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_