

Process for Temporary (up to one year) Project Installations at Matthaei Botanical Gardens and Nichols Arboretum

The University of Michigan supports a wide array of creative work by its faculty and students and for sharing that work with outside audiences. Matthaei Botanical Gardens and Nichols Arboretum works with faculty and students from the Taubman College of Architecture and Urban Planning, School of Art and Design, and the Landscape Architecture Program from the School of Natural Resources and Environment to share some of this work with the public as a series of temporary installations on its grounds. This document provides the process for the installation of such projects. We have two basic categories of projects based on duration requiring review for installation: short-term (up to 1 month) and longer-term (up to 1 year). Any project exceeding 1 year in duration will not be considered a temporary installation and will not be eligible for this process. The longer-term temporary projects may go through a fast track review/approval rather than the full EEDR process if they meet certain criteria outlined below. **Note that every project must have a pre-determined end date provided to the review team at the start of this process. The process described in this document is for the actual installation of the work and does not preclude other project review/approval processes that may be underway or required.**

Review and Approval for Installation Phase

Short-term temporary installations (up to 1 month in duration)

Typically, these projects have been created by students as part of a class assignment or other creative study. Previous examples include:

- Installation of ceramic pieces as part of a tree veneration project in Nichols Arboretum.
- “Digital kami” which invited the public to distribute small “glowing” boxes at their favorite places in Nichols Arboretum.
- Papier mache figures arranged in a “Stonehenge” type arrangement in the Dow Field prairie.
- Ceramic “tree trunks” arranged around a section of trail at Matthaei Botanical Gardens as a way of educating the public about the impacts of the Emerald Ash Borer.

These projects have a very short development time-line of just a few weeks within the context of a semester and it is essential that decisions be made quickly. The standard process will be:

1. Faculty or students will contact the Matthaei Botanical Gardens and Nichols Arboretum for a review of the project and its location(s).
2. The Director of Matthaei Botanical Gardens and Nichols Arboretum will decide on whether or not the project is acceptable for the Gardens or Arboretum installation.
3. If the project will have direct public interaction other than simply observing the work, the Director of Matthaei Botanical Gardens and Nichols Arboretum will contact the Executive Director of Office of Campus Sustainability (OCS) for an assessment and determination on potential impacts and hazards requiring mitigation during installation.
4. The Director of Matthaei Botanical Gardens and Nichols Arboretum will respond to the faculty or students with the approval for the project and any needs for impact mitigation,

and will work with the faculty/students to ensure the project is properly removed within one month of the installation.

Longer-term temporary installations (up to 1 year in duration)

These installations are typically more complex and are meant to last for one month to a year. These structures are more often done by faculty members or teams of faculty members and students. Previous examples include:

- The Shadow Pavilion by Karl Daubmann in collaboration with John Marshall.
- The thatch structure “hair, spikes, cattails, and turkeyfoot” by Vivian Lee and her students.

For these longer-term temporary installations the standard process will be:

1. A team comprised of the Director and staff from Matthaei Botanical Gardens and Nichols Arboretum, faculty representatives from the Taubman College of Architecture and Urban Planning, and staff members from the University’s Facilities and Operations will pre-select 12-15 sites at Matthaei Botanical Gardens or within the Nichols Arboretum based on visibility, accessibility, potential environmental impacts, and ease of construction.
2. Faculty or students will contact Matthaei Botanical Gardens and Nichols Arboretum with their proposed ideas for an installation. The Director and staff will review proposed ideas with the project team and determine which of the pre-selected sites might be most appropriate.
3. The faculty or students will contact the Executive Director of OCS when the project is first being considered to discuss the project parameters, receive guidance on safety, security, and possible code implications, and discuss ways to avoid the issues and increase the likelihood that it can go through a fast-track approval.
4. The Executive Director of OCS will determine whether or not an installation can be fast-tracked or whether it must be further reviewed by the University’s External Elements Design Review Committee (EEDR) for issues of safety, security, and other non-aesthetic review and comment following the criteria provided below.

Fast Track Review/Approval: Approved for installation by the Executive Director of OCS within 30 days of initial proposal. Meets the following characteristics:

- The project will be installed for one year or less.
- The project will be installed in one of the pre-approved, ADA accessible sites at Matthaei Botanical Gardens or Nichols Arboretum.
- The Executive Director of OCS determines the project does not have implications for code issues, impacts to UM property, or life safety matters beyond typical safety issues that can be easily dealt with during the project installation.
- Faculty members agree to ensure compliance with health, safety, and environmental rules.
- Faculty members agree to monitor the installation throughout its life and notify Matthaei Botanical Gardens and Nichols Arboretum staff immediately if structural failure begins

to occur. In that case, Matthaei Botanical Gardens and Nichols Arboretum staff will rope off the project area to prevent unauthorized access, install signs warning the public that they should not approach, and contact the Executive Director of OCS for further evaluation.

Regular Track Review/Approval: If the Executive Director of OCS determines that the project requires more extensive review, it will go through EEDR for review of safety, security, and other non-aesthetic review and comment.

- The Executive Director of OCS will provide guidance to the faculty member on what to expect with EEDR, how they should prepare to present the project, and what needs to be submitted to the committee for review.
- EEDR will review the proposal within 60 days of its submittal.
- EEDR can a) support the project as presented, b) support the project based on minor conditions to be met, or c) direct the project team to consult with appropriate staff members for how to ensure compliance with life safety code; health, safety, and environmental rules; or other impacts expected from the project activity.

Installation Phase

Once the project has received approval to proceed, either by fast-track or by the full EEDR, the project team will:

1. Work closely with Matthaei Botanical Gardens and Nichols Arboretum staff to plan the project installation.
2. Staff members from Matthaei Botanical Gardens and Nichols Arboretum will work with project designers to prepare interpretive materials for use on-site as well as in web-based applications.
3. Occupational Safety & Environmental Health (OSEH) will have someone visit the site during construction to make sure no safety issues arise for those working on the project. OSEH will also have someone visit the site periodically during its installed time to make sure no other issues arise.
4. If issues are found during installation or during the periodic visits during the life of the project, it will be up to the faculty member to correct them before the public is allowed to interact with the project.

Removal Phase

Faculty members agree to oversee removal of the installation from the Matthaei Botanical Gardens or the Nichols Arboretum sites. Staff from Matthaei Botanical Gardens and Nichols Arboretum and OSEH will inspect the site at the end of the installed period to ensure the project has been properly removed by the faculty member for the project.

Pre-Approved Potential Sites for Art Installations: The following list of sites for potential art installations at Matthaei Botanical Gardens and Nichols Arboretum was recommended by staff and was reviewed by a representative committee from the Taubman College of Architecture and Urban Planning, University's offices of Architecture, Engineering and Construction (AEC),

Plant Building & Grounds Services, and Occupational Safety and Environmental Health (OSEH). These sites may be eligible for the “fast-tracking” process described above, depending on the scale and complexity of the proposed installation. Other sites at Matthaei Botanical Gardens and Nichols Arboretum can also be considered in consultation with appropriate staff members and the Director. Installations on other sites will need to go through a review by the External Elements Design Review Committee (EEDR). A description of each of the pre-approved site is given below and shown on the maps that follow.

Matthaei Botanical Gardens

- B1 Marilyn Bland Demonstration Prairie/Mattson Farm Area
Visitor access-site is visible from the prairie and adjacent trails to the north of the site with the Mattson Farm barn as a backdrop to the south. Trails in this part of Matthaei Botanical Gardens are not universally accessible.
Site envelope-site is relatively flat and could accept structures of varied dimensions.
Utilities-utilities are not a concern at this site.
Installation access-site is accessible for small trucks or other vehicles
Vegetation-site is currently rough grass backed by a mix of trees and shrubs
- B2 Helen V. Smith Woodland Wildflower Garden Area
Visitor access-site is visible and accessible from the Sam Graham Trees Trail, one of our rustic trails designed to universally accessible. Woods and wetland areas are to the east with open fields/prairie restorations to the north, west and south.
Site envelope-site is relatively flat and could accept small structures of varied dimensions.
Utilities-utilities are not a concern at this site.
Installation access-site is accessible for small trucks or other vehicles.
Vegetation-site is currently rough grass backed by a mix of trees and shrubs.
- B3 Conifer Loop, Sam Graham Trees and Trail
Visitor access-site is visible and accessible from a side loop of the Sam Graham Trees Trail, one of our rustic trails designed to universally accessible. Open fields/prairie restorations are to the east and north, aspen and pine plantings are to the west, and the trail loop is on the south.
Site envelope-site is relatively flat and could accept small structures of varied dimensions.
Utilities-utilities are not a concern at this site.
Installation access-site is accessible for small trucks or other vehicles.
Vegetation-site is currently rough grass backed by a mix of trees and shrubs.
- B4 Oak Openings, Sam Graham Trees Trail
Visitor access-site is visible and accessible the Sam Graham Trees Trail, one of our rustic trails designed to universally accessible. Open fields/prairie restorations surround the site, with one or two trees to the south.
Site envelope-site is relatively flat and could accept small structures of varied dimensions.
Utilities-utilities are not a concern at this site.
Installation access-site is accessible for small trucks or other vehicles.
Vegetation-site is currently rough grass backed by a mix of trees and shrubs.

- B5 Entrance Drive near Parker Pond
Visitor access-site is visible and accessible from our entrance drive across from the intersection of our Sue Reichert Discovery Trail and the Sam Graham Trees and Trail.
Site envelope-site is relatively flat and could accept small structures of varied dimensions.
Utilities-utilities are not a concern at this site.
Installation access-site is accessible for small trucks or other vehicles.
Vegetation-site is currently rough grass backed by a mix of trees and shrubs.
- B6 Sue Reichert Discovery Trailhead Area
Visitor access-site is highly visible from our west lobby building entrance and is just north of the trailhead for the Sue Reichert Discovery Trail, one of our trails designed to be universally accessible.
Site envelope-site is relatively flat and could accept small structures of varied dimensions.
Utilities-sewer line runs parallel to the road, just south of the site.
Installation access-site is accessible for small trucks or other vehicles.
Vegetation-site is currently mowed grass.
- B7 Norman Picnic Grove Area
Visitor access-site is visible from our west parking area and is on axis with the portico at our west lobby entrance. The site can be accessed by installing a mowed pathway from the Norman Picnic Grove, but the surface of this path will be uneven.
Site envelope-site is relatively flat and could accept small structures of varied dimensions.
Utilities-utilities are not a concern at this site.
Installation access-site is accessible for small trucks or other vehicles.
Vegetation-site is currently rough grass backed by scattered trees and shrubs around the borders of this space.
- B8 Service Drive/Research Field Area
Visitor access-site is only partly visible from our west parking area and service drive and has limited visitor access from our service road that runs along our fenced research area and Project Grow community garden site.
Site envelope-site is relatively flat and could accept the largest structure of any of the proposed sites.
Utilities-utilities may be a factor in the specific location here, but one advantage of this site is having water and electricity potentially available
Installation access-site is accessible for trucks or other vehicles.
Vegetation-site is currently rough grass backed by a grove of trees and shrubs.
- B9 Entrance Walkway
Visitor access-site is highly visible at the front of our building and can be accessed along our front entrance walk.
Site envelope-site is relatively flat but the scale of the installation would be restricted to 15' x 15' or so.
Utilities-utilities are not a problem at this site, but care should be taken not to damage tree roots,

Installation access-truck and vehicle access is from our main drive. Water and electricity are available from the building.

Vegetation-site has overhead trees and beds of shrubs near the building. Groundlayer is sheep's fescue.

Matthaei Botanical Gardens-Display Gardens

B10 North End of Exhibit Gardens Area

Visitor access-site is accessible through our highly public display gardens area. This site is located in an area of garden exhibits that change on a two year cycle. The site is most visible from the south and east; the east wall of the Conservatory blocks views from the west.

Site envelope-the site is relatively flat and the available space for an installation is limited to roughly 15' x 15'.

Utilities-care must be taken to avoid disturbing irrigation lines in the area, and service access must be kept open along the east Conservatory wall for the air conditioner compressors just north of the site. Water is readily available from quick couplers in the gardens and electricity can be provided from the building.

Installation access-small trucks or vehicles can get to within 25' of site from the display garden walkways.

Vegetation-vegetation in this zone changes with the rotating exhibits. Backdrop to the north is a mass of white pines, shrubs and small trees. Groundlayer can be assumed to be wood chip mulch.

B11 South End of Exhibit Gardens Area

Visitor access-site is accessible through our highly public display gardens area. This site is located in an area of garden exhibits that change on a two year cycle. The site is visible from the north, south and east; the east wall of the Conservatory blocks views from the west.

Site envelope-the site is relatively flat and the available space for an installation is limited to roughly 15' x 15'.

Utilities-care must be taken to avoid disturbing irrigation lines in the area. Water is readily available from quick couplers in the gardens and electricity can be provided from the building.

Installation access-small trucks or vehicles can get to within 25' of site from the display garden walkways.

Vegetation-vegetation in this zone changes with the rotating exhibits. Backdrop to the north is a cluster of white-barked river birch on the south side. Groundlayer can be assumed to be wood chip mulch.

- B12 Commons
Visitor access-site is accessible through our highly public display gardens area. This site is on our grassy “commons” area at the center of the gardens and is visible from all directions.
Site envelope-the site is relatively flat.
Utilities-care must be taken to avoid disturbing irrigation lines in the area. Water is readily available from quick couplers in the gardens and electricity can be provided from the building.
Installation access-small trucks or vehicles can get to within 25’ of site from the display garden walkways.
Vegetation-the site itself is open lawn. On each side of the lawn are allees of native trees and native wildflowers.
- B13 Great Lakes Garden (Prairie Display Garden end)
Visitor access-site is accessible through our highly public display gardens area. This site will eventually be developed as part of our proposed Great Lakes Garden but is available until that happens. It is visible from all directions.
Site envelope-the site is sloping to the east.
Utilities-utilities are not a problem in this area. Water is readily available from quick couplers in the gardens and electricity can be provided from the building.
Installation access-small trucks or vehicles can get to within 25’ of site from the display garden walkways.
Vegetation-the site itself is currently open lawn.
- B14 Great Lakes Garden (Marie Azary Rock Garden end)
Visitor access-site is accessible through our highly public display gardens area. This site will eventually be developed as part of our proposed Great Lakes Garden but is available until that happens. It is visible from all directions.
Site envelope-the site is sloping to the east.
Utilities-utilities are not a problem in this area. Water is readily available from quick couplers in the gardens and electricity can be provided from the building.
Installation access-small trucks or vehicles can get to within 25’ of site from the display garden walkways.
Vegetation-the site itself is currently open lawn.

Nichols Arboretum

- A1 School Girls’ Glen Area
Visitor access-site is accessed by the gravel road/walkway just north of the Peony Garden. The site is visible primarily from the south, east and west with elevated views from the Peony Garden area. The steeply sloped and wooded School Girls’ Glen is to the north of the site with the new Mott Children’s/von Voigtlander Women’s Hospital beyond the woods.
Site envelope-the site is a relatively flat terrace before dropping off to School Girls’ Glen.
Utilities-utilities are not a problem in this area.
Installation access-truck or other vehicles can access the site from the gravel road.

Vegetation-current vegetation on the site is small shrubs with scattered young trees. The shrubs (mostly invasive) are cut back on an intermittent basis. Any installation here should avoid damaging the young desirable trees.

A2 East End of Peony Garden at Oak Openings Garden

Visitor access-site access is from major path running from the Peony Garden through the Oak Openings Garden and to the Fairy Woods/Troll Knoll area. Installation would be most visible from the north, east, and partly from the west.

Site envelope-site is relatively flat with masses of trees and shrubs to the south and west.

Utilities-utilities are not a problem in this area.

Installation access-small vehicles can access this site from the Peony Garden trail.

Vegetation-site itself is open lawn, backed by shrubs and trees.

A3 Central Main Valley

Visitor access-site is accessed from the open lawn in the Arb's Main Valley. Primary views of the site are from the north, west and south; the east side of the site is woodland. Steps entering the valley from the northwest provide a dramatic long view of the site.

Site envelope-site is relatively flat and open on three sides.

Utilities-utilities are not a problem here.

Installation access-vehicular access is from lawn areas of Main Valley.

Vegetation-site is mostly mowed lawn backing up to the edge of woodland.

A4 East End of Wetland Boardwalk

Visitor access-site is accessed by wood chip trails leading to wetland boardwalk. Views are primarily from the east and south. Woods block views from the north and west.

Site envelope-site is relatively flat and scale of installation would be limited to 15' x 15' or so.

Utilities-utilities are not a problem here.

Installation access-access by truck or car would be from gravel road/path leading from River Landing to Field Office (within 50' of site). Materials would need to be hand carried from road to actual site.

Vegetation-vegetation is rough lawn backed by trees and shrubs. Care should be taken to avoid native wildflowers in the installation.