

# URP6341: Urban Planning Project

## Basic course information

Spring 2022 academic term | 6 credits  
Letter grading scheme  
No pre-requisites

## Instructor

Laurel Harbin, PhD, AICP, LEED-AP & Devan Leavins  
[lharbin@ufl.edu](mailto:lharbin@ufl.edu) [devan.leavins@ufl.edu](mailto:devan.leavins@ufl.edu)  
850-321-1164

## Office Hours

Virtual office hours will be established after reviewing student and instructor schedules at the beginning of the course.

## Required Text

There are no required textbooks for this course. Required readings are provided by the instructor on the Canvas course site or through the UF Libraries. Students are also required to review additional resources specific to the planning project, which may include applicable policy and land development codes, relevant planning studies, and other supporting materials available online.

## Course Description

The Urban Planning Project encompasses city-wide comprehensive planning examining the interaction of urban and social systems cast in scenarios of future growth and development.

## Prerequisite Knowledge and Skills

While there are no prerequisites for this course, students should take it after they have taken at least one full semester of coursework in urban and regional planning. Experience in data collection and analysis, technical writing, visualization and modeling, and collaboration are applicable.

## Purpose of Course

The purpose of this course is for students to complete an urban planning project. Thus, this course will focus on doing planning rather than learning about doing planning. This course will be run as a workshop with students actively involved in developing the agenda and the products for the course. The instructor will act as the project manager on this planning project and the students will be the project team. Students will participate in making decisions as a group on the roles taken in the group. The

instructor will provide a basic structure and a set of requirements for each of the assignments, which will require some combination of written, visual, and oral presentations. The class meeting times will be used for sharing information and for members to coordinate activities, work on aspects of the project, and review progress.

## Course Goals and/or Objectives

This course familiarizes the students with planning practice, particularly field work and research, working with community stakeholders, and assessing a range of qualitative and quantitative data in order to make recommendations. By the end of this course, students will demonstrate their knowledge in collecting and assessing a range of data, thinking spatially, and communicating their recommendations both verbally and in writing. In doing so they will strengthen the following skills that will be important in professional practice: (1) critical thinking; (2) presentation (verbal communication); (3) evaluation and criticism; (4) argumentation; and (5) written communication skills.

## How This Course Relates to the Student Learning Outcomes in the Department of urban and regional planning

As a required course in the graduate program, Urban Planning Project allows students to apply knowledge and skills in the field, typically with existing projects and relates to all three departmental student learning outcomes. These are:

- Demonstrate an understanding of human settlement, historical and contemporary practice, and policy and processes relevant to urban and regional planning concepts and theories.
- Demonstrate oral, written, and critical thinking skills required of master's students within their area of specialization.
- Display ethical behaviors, cultural sensitivity, teamwork, professional conduct and communication.

## SECTION 2: COURSE POLICIES

---

### Attendance Policy

Attendance in the online course format is assessed through participation. Students will maintain a record of hours worked on specific activities related to the course and planning project (time sheet) that will be submitted for a participation grade. Attendance in virtual synchronous class meetings with instructor and/or group members will be held weekly and as needed. Students are also required to utilize e-learning course tools such as conferences, discussions, email, and other forms of communication to facilitate collaboration on group assignments. In group assignments in which all team members get the same grade for the deliverable, students who do not participate fully will have

points removed from their participation grade for that assignment. See class participation grading rubric for additional information.

## Make-up Policy

Consistent with practices in the planning profession, deliverables are due at the times specified in the course calendar. With the exception of technical difficulties with Canvas, Computer problems that arise during submission will not be accepted as an excuse for late work.

If you encounter a technical obstacle with Canvas, please contact the UF Help Desk and obtain a ticket number. Email your instructor immediately of the issue and include your ticket number.

Review the “Getting Help” section below for more information. The course instructor reserves the right to accept or reject late work accompanied by a UF Help Desk ticket number based on individual circumstances.

## Course Technology

Students are required to have access to a computer and consistently reliable internet access for the duration of the course. The types of software used for the project and final presentation will vary depending upon student capabilities. Typical software applications used for the Urban Planning Project include Microsoft Word, Microsoft PowerPoint, Google Slides, VoiceThread, Sketchup, Photoshop, GIMP, Google Earth, and ArcGIS.

Many software applications are available to UF students at UF Apps: <https://appsufl.edu/> For assistance with UF Apps, contact the UF Computing Help Desk.

# SECTION 3: ASSESSMENT

---

## Component Weight

During the semester, you will earn credit for course components based on the rubric provided for each component.

<b>Component</b>	<b>Weight towards final score</b>
Unit 1 Team Project	20%
Unit 2 Team Project	10%
Unit 3 Team Project	20%
Unit 4 Final Plan Document	20%
Unit 4 Final Presentation	10%
Participation (Timesheets and module assignments)	20%

## Grading Scale

You will be assigned a letter grade for this course based on your final score. For more information on the grading scale, see: <http://www.isis.ufl.edu/minusgrades.html> (Links to an external site.)

<b>Letter Grade</b>	<b>Grade points</b>	<b>Score</b>
A	4.00	≥94%
A-	3.67	≥90% and <94%
B+	3.33	≥87% and <90%
B	3.00	≥84% and <87%
B-	2.67	≥80% and <84%
C+	2.33	≥77% and <80%
C	2.00	≥74% and <77%
C-	1.67	≥70% and <74%
D+	1.33	≥67% and <70%
D	1.00	≥64% and <67%
D-	0.67	≥60% and <64%
E	0.00	<60%

# SECTION 4: COURSE SCHEDULE

---

This general course schedule represents the instructor's current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning opportunity. Such changes, communicated clearly, are not unusual and should be expected.

This course is divided into four units. Each unit is organized into modules focused on a particular component of the Urban Planning Project. Modules may contain instructional components, required readings, and individual assignments, such as quizzes.

During the first unit, students gather and review information related to the assigned area of study (such as planning documents, regulations, etc.). Students work in teams to analyze specific physical and social characteristics of the site and neighborhood for the assigned project area and document the existing conditions in the area in written and graphic form. This information will be presented to the class and compiled into a comprehensive report that will serve as the primary deliverable for Unit 1.

During the second unit, students draw from information gleaned during the team research projects to develop a list of goals and objectives for the project area that will serve as the foundation of an area plan that will be produced by the class as a whole, with each team contributing content in assigned areas of study.

During the third unit, students will work in teams to develop comprehensive planning strategies that will constitute the recommendations and requirements of the area plan.

During the fourth unit, students will produce a final deliverable that incorporates the findings and recommendations of the teams from units 1 through 3. The final deliverable will be completed as a class, and will include a presentation and plan document demonstrating knowledge of applicable policies and codes, understanding of planning methods and theories, and creative problem solving to meet specific planning objectives within the confines of real-world constraints and challenges.

This course also reinforces students' development of verbal, written, and visual communication skills. Each student will make presentations to members of the class and invited guests who will assist in interpreting the meaning of the data and the understanding of the conceptual designs. While the instructor recognizes that not all of the students are well skilled in visual representation, we will encourage you to try, and allow you to emphasize your other skills throughout the course.

Each student will be asked to exercise their critical problem-solving skills and creativity throughout the course in order to solve the problems. Students will need to challenge the assumptions of what can and cannot be accomplished in their selected areas, and they need to think broadly and creatively about how to solve some the challenges in their area.

Finally, students will learn how to work in groups. Throughout the semester, students will need to organize their activities in the course to take advantage of the existing skills of team members to accomplish the agreed upon goal.

<b>Unit 1: Introduction</b>
Module 1: The Planning Process
Module 2: Neighborhood History
Module 3: Site Analysis
Module 4: Land Use and Zoning
Module 5: Stakeholders
Module 6: Unit 1 Deliverable: Team Project - Background Information

<b>Unit 2: Plan Making</b>
Module 7: Goals and Objectives
Modules 8: Livable Communities
Module 9: Unit 2 Deliverable: Team Project - Draft Objectives
Module 10: Spring Break – Catchup on any revisions

<b>Unit 3: Planning Strategies</b>
Module 11: Visualization Methods
Module 12: Team Meetings with Instructor(s) Scheduled as Needed
Module 13: Unit 3 Deliverable: Team Presentation - Planning Strategies

<b>Unit 4: Planning Documents and Presentation</b>
Module 14: Professional Presentation
Module 15: Unit 4 Deliverable: Final Plan Document
Module 16: Unit 4 Deliverable: Final Presentation

**Additional Course Information**

The Canvas site for this course contains additional information, including assignment descriptions and details on how the instructor will score individual assignments.

# SECTION 5: ADDITIONAL STATEMENTS

---

Excused absences must be consistent with [university policies in the Graduate Catalog \(Links to an external site.\)](#) and require appropriate documentation. [Additional information can be found here \(Links to an external site.\)](#). [More information on UF grading policy may be found here \(Links to an external site.\)](#).

## **Students requiring accommodations**

Students with disabilities requesting accommodations should first register with the [Disability \(Links to an external site.\) Resource Center \(Links to an external site.\)](#) (352-392-8565) by providing appropriate documentation. Once registered, students will receive an accommodation letter which must be presented to the instructor when requesting accommodation. Students with disabilities should follow this procedure as early as possible in the semester.

## **Netiquette: Communication courtesy**

All members of the class are expected to follow rules of common courtesy in all email messages, threaded discussions and chats.

## **Course Evaluation**

Students are expected to provide professional and respectful feedback on the quality of instruction in this course by completing course evaluations online via GatorEvals. [Guidance on how to give \(Links to an external site.\) feedback in a professional and respectful manner is available online \(Links to an external site.\)](#). Students will be notified when the evaluation period opens, and can complete evaluations through the email they receive from GatorEvals, in their Canvas course menu under GatorEvals, or [via this link \(Links to an external site.\)](#). [Summaries of course \(Links to an external site.\) evaluation results are available to students here \(Links to an external site.\)](#).

## **Zoom Meetings**

Our class sessions may be audio visually recorded for students in the class to refer back and for enrolled students who are unable to attend live. Students who participate with their camera engaged or utilize a profile image are agreeing to have their video or image recorded. If you are unwilling to consent to have your profile or video image recorded, be sure to keep your camera off and do not use a profile image. Likewise, students who un-mute during class and participate orally are agreeing to have their voices recorded. If you are not willing to consent to have your voice recorded during class, you will need to keep your mute button activated and communicate exclusively using the “chat” feature, which allows students to type questions and comments live. The chat will not be recorded or shared. As in all courses, unauthorized recording and unauthorized sharing of recorded materials is prohibited.

## **University Honesty Policy**

UF students are bound by The Honor Pledge which states, “We, the members of the University of Florida community, pledge to hold ourselves and our peers to the highest standards of honor and integrity by abiding by the Honor Code.” On all work submitted for credit by students at the University of Florida, the following pledge is either required or implied: “On my honor, I have neither given nor received unauthorized aid in doing this assignment.” [The Honor Code \(Links to an external site.\)](#) specifies a number of behaviors that are in violation of this code and the possible sanctions. Furthermore, you are obligated to report any condition that facilitates academic misconduct to appropriate personnel. If you have any questions or concerns, please consult with the instructor or TAs in this class.

## **Software Use**

All faculty, staff, and students of the University are required and expected to obey the laws and legal agreements governing software use. Failure to do so can lead to monetary damages and/or criminal penalties for the individual violator. Because such violations are also against University policies and rules, disciplinary action will be taken as appropriate. We, the members of the University of Florida community, pledge to uphold ourselves and our peers to the highest standards of honesty and integrity.

## **Student Privacy**

Federal laws protect your privacy with regards to grades earned in courses and on individual assignments. [More information is available here \(Links to an external site.\)](#).

## **Campus Resources**

### ***Health and Wellness***

- The [Counseling and Wellness Center \(Links to an external site.\)](#) provides a variety of services, including mental health counseling. You can contact the Counseling and Wellness Center by telephone at 352-392-1575.
- U Matter, We Care. If you or a friend is in distress, please contact [umatter@ufl.edu](mailto:umatter@ufl.edu) or 352-392-1575 so that a team member can reach out to you.
- You can contact the [University Police Department \(Links to an external site.\)](#) at 352-392-1111 (or 911 in case of emergency).
- Sexual Assault Recovery Services. You can contact the [Student Health Care Center \(Links to an external site.\)](#) at 352-392-1161.

### ***Academic Resources***

- [E-learning technical support \(Links to an external site.\)](#), 352-392-4357 (select option 2) or [learning-support@ufl.edu](mailto:learning-support@ufl.edu), provides help with Canvas.
- The [Career Resource Center \(Links to an external site.\)](#), Reitz Union, 352-392-1601, provides career assistance and counseling.
- [Library Support \(Links to an external site.\)](#) provides various ways to receive assistance with respect to using the libraries or finding resources.
- The [Teaching Center \(Links to an external site.\)](#), Broward Hall, 352-392-2010 or 352-392-6420, provides help with general study skills and tutoring.
- The [Writing Studio \(Links to an external site.\)](#), 302 Tigert Hall, 352-846-1138, provides help brainstorming, formatting, and writing papers.
- Comment through [On-Line Students Complaints \(Links to an external site.\)](#).