

# URP6341 Syllabus Urban Planning Project

Spring 2025 academic term | 6 credits

Letter grading scheme

No pre-requisites

## Instructors

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## Office Hours

The instructors will be available for office hours by phone or zoom meeting upon request and based on instructor and student availability.

## Required Text

There are no textbooks required for this course. Required readings are provided by the instructors 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(s). 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, 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 are also required to utilize e-learning course tools such as Zoom conferences, chat, 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 about 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, ArcGIS, and InDesign.

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, students will earn credit for course components outlined below.

Component	Weight Towards Final Score
Research and Site Context Analysis Presentation	20%
Land Use Analysis Presentation	20%
Development Proposal Presentation	25%
Development Proposal Document	25%
Participation	10%

### 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>

Letter Grade	Grade points	Score
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 three units. Each unit is focused on the creation of a major deliverable presentation and will culminate in a final development proposal document and presentation.

### **Intro: Project Kick-Off (Week 1)**

#### **Unit 1: Research and Site Context Analysis (Weeks 2-4)**

During the first unit, students will be assigned an area of study to research and evaluate for potential development. During this unit, students will research the neighborhood of the assigned area and evaluate development trends and contextual factors. After evaluating neighborhood opportunities, constraints, and existing plans, students will deliver a presentation that will serve as the primary deliverable for Unit 1.

#### **Unit 2: Land Use Analysis (Weeks 5-9)**

During the second unit, students will analyze specific physical characteristics of the assigned site, document the existing conditions in written and graphic form. Students will also evaluate existing land development regulations and Comprehensive Planning policies to determine what allowable development will look like for the site. Students will deliver a presentation that will serve as the primary deliverable for Unit 2.

### **Spring Break (Week 10)**

#### **Unit 3: Development Proposal (Weeks 11-15)**

During the third unit, students will prepare a Development Proposal Document and Presentation for the assigned area of study that incorporates the site analysis research, existing plans, and site constraints. The Proposal must demonstrate originality and be feasible for redevelopment and include graphics and visual aids to support the proposal. Students will present the Development Proposal to the instructor and invited guests and provide a final Development Proposal Document including the information from each unit.

### **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](#) and require appropriate documentation. [Additional information can be found here.](#)  
[More information on UF grading policy may be found here.](#)

### **Students requiring accommodations**

Students with disabilities requesting accommodations should first register with the [Disability Resource Center](#) (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 feedback in a professional and respectful manner is available online.](#) 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.](#) [Summaries of course evaluation results are available to students here.](#)

### **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](#) 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.](#)

## Campus Resources

### *Health and Wellness*

- The [Counseling and Wellness Center](#) 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](#) at 352-392-1111 (or 911 in case of emergency).
- Sexual Assault Recovery Services. You can contact the [Student Health Care Center](#) at 352-392-1161.

### *Academic Resources*

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

**Disclaimer:** This syllabus represents current plans and objectives. As we go through the semester, those plans may need to change to enhance the class learning opportunity.