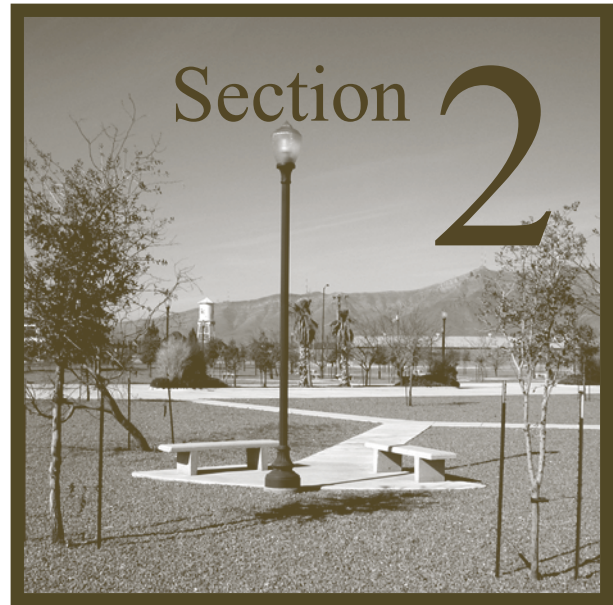




2.1 INTRODUCTION

Military installations are hometowns for military families, resources for veterans and retirees, and an integral part of the surrounding communities. The Army Installation Design Guide (IDG) provides direction for achieving a sense of installation community, order, tradition, and pride through the application of effective, sustainable, pleasant design. This section provides a brief overview of the IDG's developmental process and methodology.

2.2 THE DESIGN GUIDE PROCESS

2.2.1 The IDG gives assistance to a process of analysis, planning, design, and implementation. This process includes the following steps:

1. **Setting Goals and Objectives.** The installation develops a set of goals and objectives that address the visual requirements of the installation. The goals and objectives provide a pre-determined image that helps create a visually pleasing and optimally functional environment (Fig. 2.2.1).
2. **Conduct Visual and Spatial Surveys.** Two visual surveys are preformed in the preparation of the IDG. The first

survey establishes the visual zones and themes of the installation. The second survey documents the assets and liabilities within each visual zone.

3. **Establish Visual Zones and Themes.** The information gathered during the first survey is used to establish the visual zones of the installation. A visual zone is an area of similar visual characteristics along with common dominant features that help define its image. A functional analysis of each zone organizes the visual impressions and assesses their functional relationships to determine the visual character and unifying motif. Typical visual characteristics include unique buildings, historical significance, vehicular and pedestrian corridors, functional use, natural features, and spatial relationships.

Visual zones with similar characteristics are then grouped together to form a broader category called themes. Example themes include, community life theme, operations support theme, mission support theme, historic theme and industrial theme.

4. **Determine Assets and Liabilities.** A second survey of the visual zone inventory is conducted. During this survey each visual zone is analyzed to identify specific visual impacts. The objective of the inventory is to define the visual assets and liabilities within the visual zone.
5. **Assets.** Assets are positive visual elements, design elements, or features that enhance the surroundings, either visually or functionally.
6. **Liabilities.** Liabilities are negative visual elements, design elements, or features that detract from the visual image or functionality of the surroundings. Liabilities should be corrected through appropriate design measures and are the basis for recommendations for improvement.
7. **Recommendations and Implementation Plan.** The assessment of each visual zone includes recommendations to correct liabilities and enhance assets. These recommendations are in the form of specific projects and are described in detail in IDG [Section 6](#) and [Appendix C](#), Improvement Projects (IPs).

2.2.2 Design Components. The following six design components, described in IDG Sections 7 through 12, provide

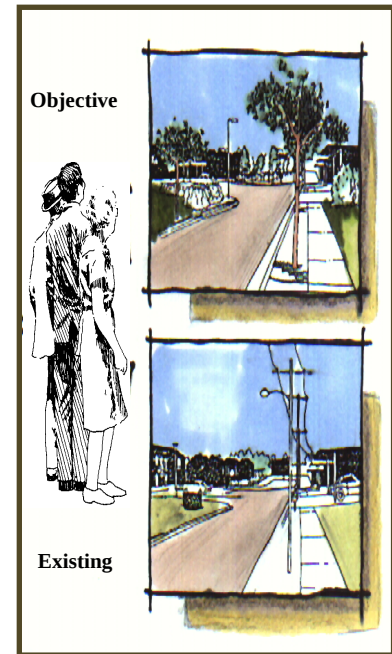


Figure 2.2.1 - Enhance the installation through design.

guidelines and standards by which to conduct the visual zone review and analysis.

Section 7, [Site Planning](#)

Section 8, [Buildings](#)

Section 9, [Circulation](#)

Section 10, [Landscape](#)

Section 11, [Site Elements](#)

Section 12, [Force Protection](#)

2.2.3 Design Principles. The visual inventory and analysis requires an understanding of basic design principles. These design principles are discussed in IDG [Section 3, paragraph 3.4](#).

2.2.4 Visual Elements. The basic design principles are used to define the visual elements described in IDG [Section 3, paragraph 3.5](#). The assessment and classification of visual elements follows basic design principles describing "good" (positive visual elements) and "not so good" (negative visual elements) design.

2.3 USING THE DESIGN GUIDE

Use this IDG in determining the general design and construction considerations inherent in the preparation of project plans. The IDG provides design guidelines and Army-wide design standards intended to be used in all maintenance, repair, renovation, and new construction projects. The IDG applies to all projects, regardless of the funding source.

The following steps illustrate how the design guide is used for the preparation of plans for new construction, renovation, maintenance and repair projects on the installation (Fig. 2.3):

1. Review the Installation Profile information included in this IDG ([Section 4](#)).
2. Review the IDG analysis criteria information ([Section 3](#)) including design goals and objectives, visual elements, and design principles.

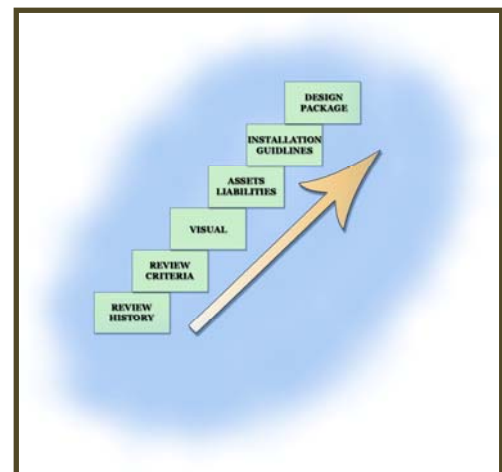


Figure 2.3 - Using the IDG

3. Review the applicable references, guidelines, and standards of the design components. These include site planning, buildings, circulation, landscaping, site elements, and force protection and are discussed in Sections 7 through 12 respectively.
4. Review the information and description of the installation themes in [Section 5.1.4](#).
5. Select the district and visual zone where the project will be located. The visual zones for each district appear in the following tables in Section 5:
 - Main Post West ([Table 5.2.1.3](#))
 - Main Post East ([Table 5.3.1.3](#))
 - Logan Heights ([Table 5.4.1.3](#))
 - William Beaumont Army Medical Center (WBAMC – [Table 5.5.1.3](#))
 - U. S. Army Sergeants' Major Academy (USASMA – [Table 5.6.1.3](#))
 - Air Deployment Facility ([Table 5.7.1.3](#))
 - Biggs East (Information for this district will be developed in 2006)
6. Review the assets, liabilities, and recommendations for that zone.
7. Select the appropriate guidelines or standards from the design components addressed in Sections 7 through 12.
8. Assemble all materials gathered in steps 1 through 5 above.

2.4 IMPLEMENTATION

2.4.1 IDG Review and Approval. The Master Planning Branch will review all projects at each state of completion for compliance with the IDG. Any designs that do not meet the requirements of the Guide can be rejected for modification until compliance is achieved. The final approval authority at the Garrison is the Garrison Commander.

2.4.2 Compliance. For the IDG to work optimally as a management tool, it is essential that the Master Planner or designated representative establish an understanding of the IDG among the parties concerned with its use. This can best be established at the RPPB level where all installation principles are represented. The Directorate of Public Works (DPW) staff Master Planner or designated representative shall insure that the guidelines and requirements of the IDG are readily available to, and understood by, all parties involved in the design of new facilities, design of additions or alterations to existing facilities, or maintenance.

1. The Master Planner or designee, acting in support of the RPPB, is the first level reviewer of projects (Sustainment, Restoration, Maintenance [SRM], Military Construction – Army [MCA], and Non Appropriated Funds [NAF] to include Design Build) and other requests for actions that involve compliance with IDG guidelines and standards.
2. The Garrison Commander, supported and advised by the RPPB, is the final authority in enforcement of the IDG guidelines and standards.
3. The Installation Planning Board chaired by the Senior Mission Commander, will monitor development of the installation planning process and provide guidance to other installation boards and the Garrison Command for areas such as:
 - Strategic Planning
 - Real Property Planning
 - Range Planning
 - Communications Planning

2.4.3 Project Approval. Project requests to include a 4283 shall be submitted to the DPW and will include the required Design Team Checklist ([Appendix A](#)). A completed Design Team Checklist should be completed for all projects that impact the appearance of an Army Installation. The Master Planner shall provide the checklist to all teams designing new facilities, additions, or renovations to existing facilities, or performing maintenance on the installation.

The Design Team Checklist is to be completed by the design team to assure the guidelines and standards have been considered and complied with in the design process, and by the Master Planner in project review. In addition, this checklist shall be used on any project dealing with issues targeted by one or more of the IDG IPs (see [Section 6](#) and [Appendix G](#)).

The following guidelines apply to completion of the Design Team Checklist.

1. The Design Team Checklist is to be completed by the design team to assure that relevant guidelines and standards have been considered in the design process. The Design Team Checklist is provided in [Appendix A](#).
2. The Designer of Record or Design Agent shall provide a copy of the completed checklist to the Master Planner, together with a signed certification statement with each design submittal. The checklist along with concept site plans and elevations for each design submittal shall be provided to the Master Planner for review. If the Master Planner or designated representative concurs, the plan and the signed checklist are forwarded to the RPPB for final approval.
3. The accepted checklist shall become a part of the project record files.

2.4.4 Self-help Projects and Occupant Purchased and Installed Site Furnishings and Features Projects. These type projects require that the proponent submit a 4283 to the DPW. Form will require proprietary approval from the DPW. Master Planning will review for compliance with the IDG. A Design Team Checklist should also be completed for projects dealing with issues targeted by one or more of the IDG IPs (see Section 6).

2.4.5 Request for Waiver. A request of waiver from the Design Team Checklist ([Appendix A](#)) will be submitted to the Master Planning office for approval by the RPPB.

A request for waiver from the Army standards shall be submitted to the Assistant Chief of Staff for Installation Management for approval.

2.4.6 Optional Checklists

1. Project Requirements Checklist. It is recommended that this optional checklist be used as a pre-design planning tool for initiating projects and to present a functional description of the project at MILCON [Planning Charrettes](#) and [Design Charrettes](#). The checklist can assist charrette participants in project formulation and documentation. By the nature of the planning process, all the data on the form will not be completed; however, the form should be completed to the greatest extent possible prior to the charrettes. The checklist can also be used to document the results of the planning or design charrettes. The Project Requirement Checklist is provided at [Appendix B](#).
2. Interior Design Review Checklist. It is recommended that the optional Interior Design Review Checklist be used during review of a Request for Proposal (RFP) submission or an AE or in-house design prior to solicitations. The Interior Design Review Checklist is provided at [Appendix C](#).
3. Self Help Project Checklist (Appendix H). It is recommended that the installation develop its own checklist(s) for self help projects not covered by IDG guidelines.

2.4.7 IDG and Requests for Proposal (RFPs), Scopes of Work (SOWs) and Maintenance Agreements. The requirement that the IDG be used as a design tool in all facility planning, design, and construction should be included in all Requests for Proposals and Scopes of Work for new projects, and in maintenance agreements.

[Links](#)

[Go to Section 3](#)

[Go to Table of Contents](#)



The Installation Design Guide Process and Implementation