MISSION
Old Dominion University, located in the City of Norfolk in the metropolitan Hampton Roads region of coastal Virginia, is a dynamic public research institution that serves its students and enriches the Commonwealth of Virginia, the nation, and the world through rigorous academic programs, strategic partnerships, and active civic engagement.

VISION
Old Dominion University will be recognized nationally and internationally as a forward-focused metropolitan university with a collaborative and innovative approach to education and research that spurs economic growth, focuses on student success, engages civic and community partners, and uses its connections with the military and maritime industries and its exceptional strengths and leadership in related areas to provide practical solutions to complex, real world problems.
The Old Dominion University Design Standards are meant as a communication tool between the university and its architects, landscape architects, engineers, general contractors and specialty consultants involved in execution of projects on campus in a cooperative, partnering manner. The Standards provide aesthetic, procedural and technical requirements applicable to all design and construction. The Design Standards are also a reference for University project managers, project inspectors, facilities managers and other personnel whose responsibilities relate to construction, maintenance and renovations. The Design Standards are overseen by the Department of Design and Construction and Facilities Management.

DEPARTMENT OF DESIGN & CONSTRUCTION MISSION

To enhance the Old Dominion University community and its identity by providing comprehensive planning, design, and construction services in support of the university’s vision and mission. The Department of Design & Construction is dedicated to building teams of highly qualified planners, designers, and construction professionals tailored to meet the specific needs of each project and to deliver these in a creative, cooperative and efficient manner. We endeavor to guide and assist university departments through the entire planning, design, construction and move-in process for all projects, no matter how large or small.

We are the stewards of the campus, guiding, protecting and championing the preservation and development of a campus that is uniquely ODU and one that embodies the ODU spirit through its buildings and grounds, both existing and new.

DEPARTMENT OF DESIGN AND CONSTRUCTION’S GOALS ARE TO:

- Enhance the campus fabric while stewarding projects of high quality design delivered on schedule and within budget.
- Maintain quality, consistency and process standards while being flexible to satisfy different customer needs
- Achieve a high level of customer/user satisfaction
- Achieve a high level of Facilities Management satisfaction
- Provide creative cost effective solutions to difficult problems
- Strive to continuously improve and exceed expectations

It should be noted that requirements found within the Virginia Uniform Statewide Building Code and/or its referenced standards are not repeated within these standards. The Virginia Uniform Statewide Building Code and its referenced standards are applicable to all Old Dominion University buildings without exception. If any part of these standards unintentionally conflict with current or future state regulations, the most restrictive requirements shall apply.

The Design Standards were developed to work in conjunction with the requirements of the Construction and Professional Services Manual (CPSM) of the State of Virginia. If any part of these standards unintentionally conflict with current or future CPSM requirements, the most restrictive requirements shall apply.

The standards do not relieve the Architectural and Engineering Professional (A/E) or General Contractor/Construction Manager (CMaR) from their responsibility to provide professional services that meet or exceed requirements of any existing or future codes, acts or laws. It is the duty of all parties involved with projects on campus to identify any conflict between the Design Standards and the Virginia Uniform Statewide Building Code, the Construction and Professional Services Manual and/or any other applicable code, act or law to the Department of Design and Construction, using Appendix D—Design Standards Revision Request Form.
The intent is for these Standards to be a responsive document with revisions incorporated through lessons-learned on a yearly basis or more frequently as required. Recommendations are encouraged from users for simplifications, additions and modifications to the Design Standards. **APPENDIX D - DESIGN STANDARDS REVISION REQUEST FORM** should be used to request a revision to the standard and submitted to the Director of Design & Construction one month prior to the standards update to allow time for review. Contact the University Architect to confirm the next anticipated standards update.

Note: Project specific variance requests should use **APPENDIX B - BUILDING STANDARDS VARIANCE REQUEST FORM.**

The **Old Dominion University Design Standards**, here in referred to as the **Design Standards**, is broken down into five sections:

**CHAPTER ONE – General Requirements**
General Requirements describe the Old Dominion University project delivery process from inception to post occupancy review. There are two similar sections to provide guidance to the A/E and the University Project Manager – one if for Capital Projects which shall include all larger Non Capital projects such as foundation projects and the other is for Non-Capital or Maintenance Reserve projects.

**CHAPTER TWO – Campus Design**
Campus Design describes the exterior aesthetic direction of the campus, both building and grounds, to assist A/E’s in achieving design approvals from the University.

**CHAPTER THREE – Space Requirements**
The Space Requirements outline standards associated with specific spaces that are common to most buildings on campus.

**CHAPTER FOUR – Division Technical Requirements**
Following the Master Spec Divisions, this chapter identifies technical standards.

**APPENDIX**
The APPENDIX contains all forms and documents referenced throughout the standards. Refer to the Table of Contents for a complete list of appendices.

**RESOURCES**
Tools referenced in the standards and available to be downloaded from the University Design Standards Website. These are listed in the Table of Contents.

**Terms**

A/E – Architectural and Engineering Design Team who is contracted for the project.
Contractor – refers to the CM or General Contractor depending on the method of procurement
CMaR – Construction Manager at Risk
BCOM – Bureau of Capital Outlay Management, who “provides the professional and administrative staff support for the Director of the Division of Engineering and Buildings in his legislatively-mandated role as the Building Official for State Buildings.”
CPSM - Construction and Professional Services Manual
FM – Facilities Management
References
The Old Dominion University Design Standards were developed using a number of different resources including a review of recently completed projects and interviews with Facilities Management and Design & Construction staff. Additionally we would like to thank the following institutions whose design guidelines were used as a reference:

- James Madison University
- Virginia Commonwealth University
- George Mason University
- Virginia Institute of Technology
- University of Virginia
- Ohio University
- Kent State University