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To: Mayor and Members of Council

From: Jamie Tellier, Manager of Urban Design

cc: Mary Lou Tanner, Angela Morgan

Date: October 16, 2017

Re: Burlington Urban Design Advisory Panel

This memo will serve to advise members of Council of a new initiative to create an urban design advisory panel for the Planning and Building Department.

The Burlington Urban Design Advisory Panel will serve in an advisory capacity to planning staff only. It is not a decision making body. Its mandate is to provide independent, objective, and professional urban design advice to the Planning and Building Department on all tall and mid rise buildings and all public development projects, studies, and policy initiatives with the objective of achieving design excellence in the city.

Design excellence increases the quality of life for residents; communities become more vibrant and public spaces are more engaging. There are economic, environmental, and social benefits to design excellence.

Section 1.2.i of the Strategic Plan considers design excellence through the following policy:

1.2.i Architecture and buildings are designed and constructed to have minimal impact on the environment reflecting urban design excellence that create buildings and public spaces where people can live, work or gather.

An outcome of the Strategic Plan is the City Manager's work plan which was approved by Council on November 2, 2015. It identifies an urban design advisory panel and awards program as a major initiative to be completed in 2017. Additionally, the new Official Plan is emphasizing urban design principles as a core feature of its policy framework.

An urban design advisory panel will:

- Increase awareness of the city's urban design expectations;
- Assist staff with urban design analysis and improve decision making for infill and intensification development applications, public/corporate initiatives, and policy creation;
- Provide greater protection of public interest, community character and context; and
- Motivate/challenge the development industry to strive for design excellence.

The panel will consist of 9 members with a balance of professional expertise including architects, landscape architects, urban designers, and planners. Members will be highly qualified design

professionals and possess full membership for a minimum of ten years in at least one of the following professional associations:

- a) Royal Architectural Institute of Canada (RAIC);
- b) Ontario Association of Architects (OAA);
- c) Canadian Society of Landscape Architects (CSLA);
- d) Ontario Association of Landscape Architects (OALA);
- e) Canadian Institute of Planners (CIP); and
- f) Ontario Professional Planners Institute (OPPI).

To assist with the City's efforts to Grow Bold and Build Beautiful, the panel shall collectively have a broad range of professional design experience such as:

- a) Domestic and international work portfolio;
- b) Variety of project scales and types including tall, mid, and low rise buildings;
- c) Demonstrated leadership in city building;
- d) Construction techniques, financial management, and feasibility; and
- e) Application of sustainable design methods.

Staff have worked with the development industry to finalize a Terms of Reference document that will enable the creation and administration of this panel. The Terms of Reference contain a requirement for continued monitoring of the panel to ensure its ongoing effectiveness and facilitate further collaboration with the building industry as needed. The primary goal is to ensure that advice from the panel is integrated early in the development review process to reinforce the City's expectation for a high standard of design excellence resulting in a more efficient and effective municipal development review.

Recruitment for the panel will begin in Q4. It is anticipated that the panel will officially be in place by Q1 2018.

If you have any questions, please contact me.

Sincerely,

Jamie Tellier, MCIP, RPP
Manager of Urban Design
Planning & Building Department

