

## **Urban Design Review Panel – Appointments**

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### **EXECUTIVE SUMMARY**

The City Clerk's Office has received notification that Kurtis Nishiyama and Jeremy Sturgess declined their appointment on the Urban Design Review Panel as representatives for the Alberta Association of Architects. Additionally, there is an existing vacancy on the Urban Design Review Panel for a representative of the Alberta Professional Planners Institute.

This report presents the Professional Associations' Non-binding Nominations for appointment to the Urban Design Review Panel.

### **ADMINISTRATION RECOMMENDATIONS:**

That Council:

1. Accept the resignation of Jeremy Sturgess as a representative for the Alberta Association of Architects and thank Mr. Sturgess for his service;
2. Consider the Non-binding Nominations from the Alberta Association of Architects and appoint one Public Member as a representative for the Alberta Association of Architects for completion of a two-year term expiring at the 2019 Organizational Meeting of Council (Attachment 4);
3. Consider the Non-binding Nominations from the Alberta Professional Planners Institute and appoint one Public Member as a representative of the Alberta Professional Planners Institute for completion of a two-year term expiring at the 2019 Organizational Meeting of Council (Attachment 5); and
4. Direct that Attachments 2, 3, 4 and 5 remain confidential pursuant to Sections 17 and 19 of the *Freedom of Information and Protection of Privacy Act*.

### **PREVIOUS COUNCIL DIRECTION / POLICY**

At the 2018 January 29 Regular Meeting of Council, Council:

- amended the Terms of Reference for the Urban Design Review Panel by adding an Adjunct Member to the category of Alberta Association of Architects for a one year term;
- revised the appointment of Jeremy Sturgess from Member to Adjunct Member representing the Alberta Association of Architects for a one-year term expiring at the 2018 Organizational Meeting; and
- appointed Kurtis Nishiyama as a Member representing the Alberta Association of Architects for completion of a two-year term expiring at the 2019 Organizational Meeting.

At the 2017 December 18 Regular Meeting of Council, Council:

- appointed Jeremy Sturgess as a Member representing the Alberta Association of Architects for a two-year term expiring at the 2019 Organizational Meeting; and
- appointed a total of seven public members to the Urban Design Review Panel, leaving one vacancy for a representative for the Alberta Professional Planners Institute.

At the 2017 October 30 Organizational Meeting of Council, Council directed that "with respect to the Urban Design Review Panel, the current appointments remain and that Council refer the appointment process to the Mayor to consult with Administration and interested members of Council to return to Council no later than 2017 December with a proposed slate of candidates".

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At the 2017 July 24 Regular Meeting of Council, Council adopted amendments to the Urban Design Review Panel's Terms of Reference, which included an expansion in membership.

### **BACKGROUND**

The Urban Design Review Panel's ("UDRP") mandate is to "provide independent, professional design advice, from an urban design and architecture perspective, on public and private development and major redevelopment proposals through pre-application enquiries, development permit applications and development liaison on sites citywide with significant impact on the public realm". The UDRP is comprised of 12 members and 2 adjunct members, nominated by their professional associations:

- five architect members of the Alberta Association of Architects;
- one architect member of the Alberta Association of Architects, adjunct member;
- three members of the Alberta Association of Landscape Architects;
- two members of the Association of Professional Engineers, Geoscientists of Alberta;
- two members of the Alberta Professional Planners Institute; and
- one recognized Heritage Conservation Architect, adjunct member.

In addition, BILD Calgary Region and NAIOP Calgary each nominate from within their membership one registered design professional from any of the professional associations set out above.

The UDRP Terms of Reference provide that "members are selected for their individual experience and qualifications, and are expected to be leaders in their professions, with experience in delivering high quality design outcomes. The UDRP overall should represent a broad range of experience which, in addition to urban design should include high-rise design, commercial building design, civic building design, accessible design, sustainable design, and experience with large scale development projects".

Attachment 1 sets out the current Urban Design Review Panel composition.

### **INVESTIGATION: ALTERNATIVES AND ANALYSIS**

The City Clerk's Office contacted the remaining nominees submitted by the Alberta Association of Architects for the 2017 Organizational Meeting and the 2017 December 18 Regular Meeting to confirm their continued interest in serving on the Urban Design Review Panel. Only those nominees who did not receive an appointment to a Board, Commission or Committee and who expressed continued interest in serving on the Urban Design Review Panel are provided in Attachment 4.

The City Clerk's Office also contacted the Alberta Professional Planners Institute to solicit Non-binding Nominations to fill the existing vacancy for their representative on the Urban Design Review Panel. The nominees are provided in Attachment 5.

In accordance with section 3.3 of the Terms of Reference "*The Chief Urban Designer and Urban Design Review Panel Chair will review the list of nominations provided by the Professional Associations and submit a short-list recommendation which will be considered, together with the entire list, to inform Council's decision*", the City Clerk's Office provided the list of nominations for their review on 2018 March 13. The short-list recommendations from the Chief Urban Designer and the Urban Design Review Panel Chair are provided in Attachment 3.

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Pursuant to section 3.3 of the Terms of Reference “*No more than one member of any particular firm may be allowed to sit on the Panel at the same time*”, the City Clerk’s Office has included the name of the firm for each continuing members and nominees listed in Attachment 2.

### **Stakeholder Engagement, Research and Communication**

The City Clerk’s Office consulted with City Administration regarding the vacancies and impacts on the Urban Design Review Panel. Administration recommended new appointments for the completion of the terms expiring at the 2019 Organizational Meeting of Council.

On 2018 February 7, the City Clerk’s Office contacted eligible nominees who did not receive an appointment to a Board, Commission or Committee during the 2017 Organizational Meeting of Council to confirm their continued interest in serving.

### **Strategic Alignment**

This report aligns with Council’s priority of a well-run city: “Calgary’s government is open, responsive, accountable and transparent, delivering excellent services at a fair price. We work with our government partners to ensure we have the tools we need” (Action Plan 2015-2018).

### **Social, Environmental, Economic (External)**

There are no social, environmental or economic identified in this report.

### **Financial Capacity**

#### ***Current and Future Operating Budget:***

None.

#### ***Current and Future Capital Budget:***

None.

### **Risk Assessment**

There are no risks associated with the recommendations of this report.

### **REASONS FOR RECOMMENDATIONS:**

Two members have declined the positions offered as representatives for the Alberta Association of Architects, creating vacancies on the Urban Design Review Panel.

A position for a representative for the Alberta Professional Planners Institute was left vacant after the Regular Meeting of Council held on 2017 December 18.

### **ATTACHMENTS**

1. Urban Design Review Panel composition
2. Table of nominees and qualifications (confidential)
3. Short-list recommendation (confidential)
4. Alberta Association of Architects – Nominees’ applications (confidential)
5. Alberta Professional Planners Institute – Nominee’s application (confidential)