

DATE OF MEETING | DECEMBER 16, 2019 |
AUTHORED BY | SKY SNELGROVE, STENO COORDINATOR/DEPUTY CORPORATE OFFICER
SUBJECT | **2020 DESIGN ADVISORY PANEL KEY DATE CALENDAR**

OVERVIEW

Purpose of Report

To request Council approve the 2020 Design Advisory Panel key date calendar as presented.

Recommendation

That Council approve the 2020 Design Advisory Panel key date calendar as presented.

BACKGROUND

The Design Advisory Panel serves as an advisory body to Council responsible for reviewing form and character development permit applications and to provide recommendations to Staff in its negotiations with applicants. The objectives of the Panel are to:

- review development proposals in relation to design guidelines and provide recommendations based on same;
- assist Staff in establishing guidelines to ensure that the form and character of future development is of a high quality which meets the needs of the community;
- encourage a high standard of project design and construction through educational programs; and
- recommend to Council, through an awards program, projects which have demonstrated innovation and high standards in urban and landscape designs.

Prior to December 31st of each year, a key date calendar for the upcoming year is prepared and presented to Council for approval. The Design Advisory Panel Mandate and Objectives set out the schedule for Design Advisory Panel Meetings. Meetings are to be held on the second and fourth Thursday of the month, 5:00 p.m. – 7:00 p.m. in the Boardroom, Service and Resource Centre.

DISCUSSION

Council is requested to approve the 2020 calendar. The calendar has been developed using the parameters in the Mandate and Objectives. If special meetings need to be added, or scheduled meetings cancelled, the calendar will be updated as necessary.

OPTIONS

1. That Council approve the 2020 Design Advisory Panel key date calendar as presented.
 - The advantages of this option: The draft calendar aligns with the schedule in the approved mandate and objectives.
 - The disadvantages of this option: Council may wish to determine a different meeting day.
 - Financial Implications: None expected at this time.

2. That Council direct changes be made to the 2020 Design Advisory Panel key date calendar.
 - The advantages of this option: Council could provide input into the meeting schedule.
 - The disadvantages of this option: The changes would not align with the approved mandate and objectives.
 - Financial Implications: None expected at this time. |

SUMMARY POINTS

- Council is requested to approve the 2020 Design Advisory Panel key date calendar.
- Meetings will be held on the 2nd and 4th Thursdays of the month from 5:00 p.m. to 7:00 p.m.

ATTACHMENTS:

Attachment A: Draft 2020 DAP Key date calendar

Attachment B: Design Advisory Panel Mandate and Objectives |

Submitted by:

Sheila Gurrie,
Director, Legislative Services |

Concurrence by:

Lainya Rowett,
Manager, Current Planning |