



COMMITTEE REPORT TO COUNCIL

1100 Patricia Blvd. | Prince George, BC, Canada V2L 3V9 | www.princegeorge.ca

DATE: February 17, 2022

TO: MAYOR AND COUNCIL

NAME AND TITLE: Advisory Committee on Development Design

SUBJECT: Advisory Committee on Development Design 2021 Annual Report

ATTACHMENT(S): 2021 Workplan
2022 Workplan
Terms of Reference for Advisory Committee on Development Design

RECOMMENDATIONS:

That Council APPROVES the 2022 Workplan as attached to the report dated February 17, 2022, from the Chair of the Advisory Committee on Development Design, titled "Advisory Committee on Development Design 2021 Annual Report."

PURPOSE:

The purpose of this report is to provide an update to Council on the progress of the City of Prince George Advisory Committee on Development Design (ACDD) for the year 2021.

STRATEGIC PRIORITIES:

The ACDD's goals and purpose align with Council's strategic priorities to collaborate with partners to enhance the quality of life in Prince George, to advance progress in the downtown, and to celebrate success of citizens and community partners in promoting civic pride through development design.

As stated in the Terms of Reference, the purpose of the ACDD is to advise Mayor, Council and City Staff on matters respecting policies and guidelines affecting the City's physical environment, and to review and provide recommendations regarding Development Permit and Design Review applications. The ACDD endeavors to promote urban design and well-planned development in the City while giving due regard to public health, safety, convenience, climate, accessibility and aesthetics, in respect of not only proposed development, but also the surrounding development and built environment. The Committee's role is restricted by the scope of the Development Permit application under review. Recommendations or suggestions are limited to the exterior form and character of the proposed development.

The Committee consists of nine members that are appointed by Council comprised of the following stakeholder groups:

- Architecture or Design;
- Northern Regional Construction Association;
- Housing Industry Representative from the Canadian Home Builders Association of Northern BC;
- Professional Engineer;
- Registered Professional Planner;

- Prince George Council of Seniors;
- Prince George Advisory Committee on Accessibility; and
- Public at Large.

Although meetings are tentatively scheduled every Wednesday from 12:00 p.m. to 1:30 p.m., members are advised in advance if there is a project to review, and if not, the meeting is cancelled. The Committee reviews up to two projects during a scheduled meeting.

POLICY IMPLICATIONS:

Projects are brought forward to the ACDD as part of the referral process for Development Permit and Design Review applications. The ACDD provides recommendations and suggestions respecting a proposed development in accordance with the mandate of the Committee. The ACDD supports Administration in meeting Policy 8.2.10 of the City of Prince George Official Community Plan (2011):

Through development permit guidelines, the City should ensure that all new development is compatible with existing neighbourhoods, promotes community goals, reflects local identity, aligns with design guidelines and recommendations within Neighbourhood and Area Plans, and enhances the built environment.

WORK OF THE COMMITTEE DURING 2021

The Committee met a total of five times throughout 2021. Two of the five meetings were for administrative purposes, including the inaugural meeting to review Committee process and a meeting to review the annual report and work plan. One Committee meeting was cancelled due to lack of quorum.

Three of the five meetings reviewed Development Permit applications. In total the Committee reviewed four multi-family development applications, including:

- 614 Zelkwas Avenue;
- 4500 Ospika Boulevard;
- 160 Ontario Street; and
- 1330 Foothills Boulevard.

The majority of the Committee meetings were hosted via Zoom. From the Committee's perspective, Zoom worked well for facilitating meetings.

At the May 31, 2021, regular Council meeting, the Committee proposed a revision to the Terms of Reference to include a Registered Professional Planner as a representative on the Committee. Registered Professional Planner's are registered with the Canadian Institute of Planners and the Planning Institute of BC and are trained in urban design. Including a Registered Professional Planner as a Committee stakeholder supports the Committee's mandate to promote high quality urban design. Council approved this recommendation at the May 31, 2021, regular Council meeting.

The Committee typically awards Certificates of Recognition for projects that achieve high standards in design. The Committee had planned to review the process for awarding Certificates of Project Recognition; however, this task was not completed and will be carried forward to 2022. As such, the Committee did not award any Certificates of Recognition for 2021.

2022 GOALS AND WORKPLAN:

The Advisory Committee on Development Design looks forward to accomplishing the tasks in the 2022 Work Plan, including:

- Review the process for awarding Certificates of Project Recognition. Currently, these certificates are awarded based on projects that were reviewed during the previous term, however, the adjudication process does not account for whether or not that project is developed. This has resulted in certificates being awarded to project designs that have not been fulfilled.

- Continue to respond to projects referred for review, update the projects reviewed by the committee on the annual workplan.
- Participate in educational sessions, including a presentation by City staff focused on the City of Prince George Design Guidelines for new development.

SUMMARY AND CONCLUSION:

The Advisory Committee on Development Design continues to fulfill its role in promoting high quality development within the City of Prince George and looks forward to a busy year of development review in 2022.

RESPECTFULLY SUBMITTED:

Hillary Morgan, Chair of the Advisory Committee on Development Design

APPROVED:

Walter Babicz, City Manager

Meeting Date: 2022/03/14



ADVISORY COMMITTEE ON DEVELOPMENT DESIGN 2022 WORK PLAN

Committee Items		Assigned To	Meeting Date	Permit Status	Completion Date
1.0 Development Presentations					
1.1					
1.2					
2.0 Educational Sessions					
2.1	<ul style="list-style-type: none"> Presentation of City of Prince George Design Guidelines 	City Staff and Committee	April 2022		
2.1	<ul style="list-style-type: none"> Participate in educational sessions that are relevant to the Committee mandate. 	City Staff and Committee	Ongoing		
3.0 Action Items of the ACDD					
3.1	<ul style="list-style-type: none"> Inaugural Meeting 	Committee and City Staff	April 2022		
3.2	<ul style="list-style-type: none"> Review the Certificates of Project Recognition awards program 	Committee and City Staff	Spring/Summer 2022		
3.3	<ul style="list-style-type: none"> Develop the 2022 Annual Report to Council with reviewed Terms of Reference and 2023 Work Plan. Send Report to City Staff for inclusion on the Council Agenda. Review of Presentation for the Council Meeting, and confirm Chair's availability to present the report at the Council meeting. 	Committee and City Staff	March 2023		
3.4	<ul style="list-style-type: none"> Present the 2022 Annual Report to Council. 	Chair and Staff Liaison	March 2023		