

Amended April 2015

Toronto Community Housing Design Review Panel for Revitalization Sites

The Toronto Community Housing Design Review Panel was created to support Toronto Community Housing (TCHC) in delivering design quality in all of our large-scale communities. For Toronto Community Housing, design quality is measured by the aesthetic qualities of building design, and how the architectural designs uphold Revitalization objectives. Among these are: building inclusive communities, producing functional buildings that support Toronto Community Housing's operational goals as a landlord; creating market value with our development partners, and improving the physical environment of our residents' lives in mixed-income communities. Continuity of members in the Design Review Panel is important for long-term, phased projects. It takes time for third parties to develop an understanding of Toronto Community Housing's objectives, as viewed through the lens of their particular professional expertise.

Toronto Community Housing Design Review Panel

As a rental housing landlord that has a long-term interest in all Revitalization sites, Toronto Community Housing has an interest in the quality of design and success of the community. The role of the Toronto Community Housing Design Review Panel (TCHCDRP) will be to provide expert advice to staff on building architecture, the design of the public realm, and how the proposal fits into the overall vision and master plan for the community. These are important considerations for the following reasons:

Architectural Excellence - Architectural excellence is a core tenet of Revitalization. Toronto Community Housing is committed to high quality architecture which supports the transformation of communities by creating great housing for tenants, while simultaneously recasting the image of social housing in the minds of the public. High-quality architecture sets the standards for our development partners, and attracts like-minded quality development partners that care about design. Design quality helps Toronto Community Housing build real estate value in our communities.

Urban Design Guidelines - Each new Revitalization neighbourhood must deliver a cohesive approach to building massing, setbacks and relationships to the public realm, through a set of urban design principles. Design review provides a critical review of the aesthetics of a neighbourhood's physical elements – how buildings should behave on the street and how public realm elements properly frame buildings.

Sustainability Comprehensive Approach - The TCHCDRP can assist in the implementation of sustainability features at the neighbourhood level by keeping an eye on the big picture. TCHCDRP will ensure a consistent, coordinated review process on sustainability in building design and the public realm on multi-phased projects. Design review provides an essential set of 'fresh eyes' to review building and public realm design and may identify missing design elements that will help create better streets, open spaces and buildings.

Proposed Composition for a Toronto Community Housing Design Review Panel

The model for the Toronto Community Housing Design Review Panel includes up to twelve volunteer design professional members with an urban design, architecture, urban planning, or landscape architecture background. Having experience as a current or past Toronto Community Housing resident is considered an asset.

The objective of the composition of the Panel is to ensure that there is representation from expert individuals who are knowledgeable in their fields and to have the skills to comment on the buildings and public realm, in response to the design excellence and Revitalization objectives of Toronto Community Housing.

The Toronto Community Housing Design Review Panel will have the following relationship with the City:

- Membership, scope, and terms of reference largely reflect those of the City's Design Review Panel as set out in the City Staff Report: "Design Review Panel: Pilot Project Evaluation and Related Recommendations" October 15, 2009.
- Toronto Community Housing Design Review Panel's concluding comments will be recorded and forwarded to Toronto Community Housing staff for distribution with key project team members, including City staff where appropriate.
- City of Toronto staff will be invited to attend the Toronto Community Housing Design Review Panel, when projects in their jurisdiction are presented. City of Toronto staff may ask questions for clarification, or may be asked to provide planning context from time to time.
- Cost and staff resources are minimal and will be borne by Toronto Community Housing, not the City of Toronto.

Toronto Community Housing Revitalization sites represent a combination of both civic capital and private development. The City's Planning and Urban Design Division have been consulted and have agreed to the broadened mandate proposed for the Toronto Community Housing Design Review Panel, as one of Toronto's official design review panels.

Meeting Format & Schedule

Building on the model established by the City of Toronto and Waterfront Toronto's Design Review Panels, each meeting will be led by the Chair and generally follow the format below. Pre-submission packages will be sent to Panel members one week in advance of the meeting in order to review materials. Each meeting begins with remarks from the Chair, providing an update on Toronto Community Housing's Revitalization projects.

- Context / Policy Introduction (10 mins)
 - Each presentation will begin with an introduction to the existing context and policy for a project. The Context/Policy introduction may be presented by City of Toronto project staff, Toronto Community Housing project staff or project consultants.
- Design Presentation (20 mins)
 - The proponent will provide a comprehensive overview of the project through a power point presentation to the Panel.
- Clarification Questions (20 mins)
 - Each Panel member is permitted to ask the proponent questions for clarification prior to Panel comments being made. Clarification questions provide Panel members with a greater understanding of the project to ensure they understand what is being presented.
- Panel Comments (20-30 mins)
- Summary of the Panel's key recommendations (5 mins)
 - The Chair will summarize the key recommendations brought forward by the Design Review Panel.

APPENDIX 2 TORONTO COMMUNITY HOUSING DESIGN REVIEW

Panel - Proposed Terms of Reference

Purpose:

The role of the Toronto Community Housing Design Review Panel (TCHCDRP) is to review and critique proposed building designs, site plans, public realm plans, urban design guidelines and master plans based on their creative response to the Revitalization plans for each community.

Scope:

The Toronto Community Housing Design Review Panel will act in an advisory role to Toronto Community Housing staff and development partners, providing independent design comments. The Toronto Community Housing DRP will contribute to proposed plans and designs, meeting applicable urban design guidelines and planning framework with regard to the City's building objectives and social principles embodied within Revitalization.

Projects to be reviewed by the Toronto Community Housing DRP include public realm plans, urban design guidelines, master plans, all residential buildings including market for sale condominiums, rental buildings and any other public or private facilities or buildings proposed within Toronto Community Housing redevelopment lands.

Procedures:

The Panel will operate by consensus. In the case this does not occur, a report of member comments will be issued.

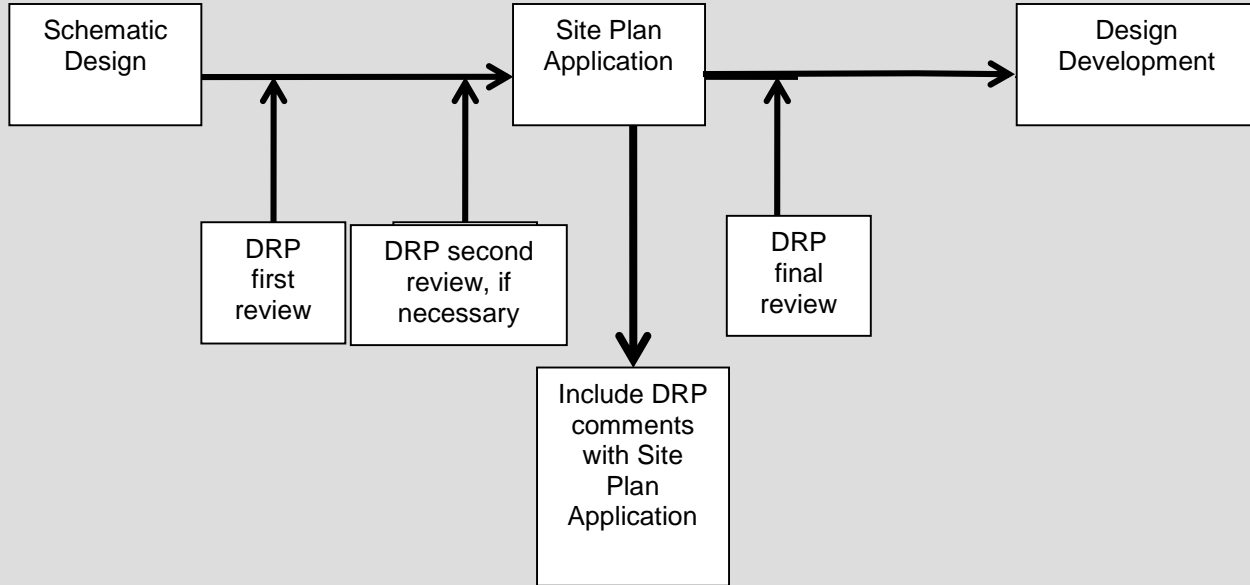
Generally the Panel will operate in public unless there are confidential legal or real estate matters in certain development proposals that require an *in-camera* closed meeting.

Members have a duty to advise the Chair of any conflict of interest with respect to projects reviewed and decline to participate in the review of that project.

Presentation Time Line:

The diagram, below, illustrates the proposed participation timeline for projects being presented to the Design Review Panel. Generally designers will be required to make two presentations prior to the site plan application. An additional presentation will be requested if substantial changes are required.

Design Review Panel: Presentation Time Line



Membership:

- The Design Review Panel will be made up of up to twelve volunteer members representing Toronto design professionals. The Panel is chaired by a senior Toronto Community Housing staff member. The Panel members will include those with a background in :
 - architecture
 - landscape architecture
 - urban design, and
 - urban planning

Membership will function as follows:

	Design Review Panel Members	Observer Status
Term:	3 Years with provision to stagger composition to ensure an orderly transition to new members – members can be re-appointed.	N/A
Composition & Typical Qualifications:	- Chair: Senior Toronto Community Housing Staff (1)	- Consultants (urban designers, architects, landscape architects, transportation, planners)

	<ul style="list-style-type: none"> - Architect(s): Members of the design professionals - Ontario Association of Architects, Toronto Society of Architects or Royal Architecture Institute of Canada - Landscape Architect(s): Ontario Association of Landscape Architects or, the Canadian Society of Landscape Architects - Urban Designer(s) Planner(s): Ontario Professional Planners Institute 	<ul style="list-style-type: none"> - Toronto Community Housing Staff - Developer partner - City of Toronto Staff
Selection:	<ul style="list-style-type: none"> - Advertisement in professional publications - By invitation - Selection based upon qualifications, interest, and ability to critique designs objectively - Selection will give consideration to age, gender, Toronto Community Housing residency status (past or present), and whether member will increase diversity on the committee 	N/A
Role:	<ul style="list-style-type: none"> - Provide professional analysis and critique of designs from perspective of discipline each member represents - Members will be excluded from comment on agenda items where there is a conflict of interest 	<ul style="list-style-type: none"> - Project consultants (urban designer, architects, landscape architects, planners) will present the project. - Toronto Community Housing staff and/or developer partners can ask Panel members for advice on particular matters relating to the project - City of Toronto Staff related to the project may present the project's planning and physical context
Review:	<ul style="list-style-type: none"> - Materials sent for review a minimum 	N/A

	one week prior to DRP meeting	
Quorum:	- Five members	

Chair: The Chair will be a senior staff from Toronto Community Housing. The Design Review Panel for redevelopment sites is an advisory committee that will review plans at 2-3 defined points in the design process. The Panel will offer advisory comments only, and not vote on whether a building should be re-designed (as with the City of Toronto’s Design Review Panel), therefore the Chair does not have to represent a third party as the Chair will not be voting.

Non-Member representation: Community Planning and Urban Design staff from the City of Toronto working on the project will be invited to attend applicable meetings with Observer Status. City of Toronto Staff may be asked to present the physical and/or planning context and may be asked to respond to clarification questions from Panel members. Invitations to Community Planning will be based upon the locations of the designs that are under review. Project staff, consultants and developer partners will be invited to the committee based on the projects that are under review.

Role of Designer/Architect: All designers/architects will be informed through the terms of reference for their contract that they will be expected to present and prepare materials for 2-3 presentations to the Design Review Panel. They may also be requested to revise their plans based upon the comments received.

Staff Support: Toronto Community Housing staff will assemble review packages a minimum of one week in advance for all members of the Committee. Toronto Community Housing staff will also provide all administrative support required for the Panel.