



Annual Internal Review

This report covers the time period of 07/1/2016 to 6/30/2017

THE DESIGN COMMISSION

The Commission's Mission Statement per City Code (Section 2-1-129) is:

(B) The Commission shall provide advisory recommendations to the City Council as requested by the City Council to assist in developing public policy and to promote excellence in the design and development of Austin's urban environment.

(C) The Commission shall:

- (1) Offer policy recommendations regarding specific issues of urban design;
- (2) Participate in developing urban design guidelines;
- (3) Unless otherwise directed by the City Council, for projects that require the approval of the Planning Commission or the Zoning and Platting Commission:
 - (a) Review a project only after a formal request by the project sponsor or applicant; and
 - (b) Complete the review before the respective Planning or Zoning and Platting Commission takes final action;
- (4) Provide citizen education and outreach regarding quality urban design;
- (5) Provide a venue for citizen input on the design and development of the urban environment;
- (6) Maintain liaison relationships with City staff and other boards and commissions.
- (7) Perform other activities as directed by the City Council.

(D) The commission may appoint one or more of its members to serve as liaison to a project specific community advisory group addressing urban design and planning issues at the formal request of the project sponsor.

Describe how the Commission's actions supported their mission during the previous calendar year. Address all elements of the board's mission statement as provided in the relevant sections of the City Code.

1. The Design Commission created a new project application and review process so applicants know clearly what is expected when they present to the Commission.
2. The Design Commission continued with the development of the Infrastructure Design Guidelines which was started by the previous Commission.
3. Successfully clarified the Commission's jurisdiction over city projects at ABIA.
4. The Design Commission continued its review of public and private projects to ensure compliance

Design Commission Annual Review and Work Plan 2017

with the Urban Design Guidelines, as demonstrated in the backup materials for each meeting.

5. The Design Commission reviewed several Downtown Density Bonus Program projects.
6. Commissioners were assigned to Working Groups where their special expertise is best utilized.
7. The Design Commission wrote project review letters when required.
8. The Design Commission provided agendas and meeting minutes for each meeting.
9. Working Groups met frequently to focus in on complex issues as they came up.
10. The Design Commission created a CodeNEXT Working Group to provide recommendations to Council, Planning Commission, and the Zoning & Platting Commission.

Determine if the Commission's actions throughout the year complied with the Mission Statement.

The Design Commission uses the Mission Statement as it's modus operandi. All actions taken by the Commission complied with the Mission Statement.

List the Commission's goals and objectives for the new calendar year.

- A. Finalize Infrastructure Design Guidelines in accordance with City Council directive under Resolution No. 20120816-060.
- B. Update current Urban Design Guidelines to keep up with changing Austin, especially since the adoption of Imagine Austin.
- C. Work closely with CodeNEXT (Land Development Code rewrite) efforts to ensure quality of urban environment and fabric is maintained.
- D. Raise awareness of the Design Commission and our mission through education of the public.
- E. Efficiently and effectively evaluate projects in a manner that shows that the Design Commission is an asset and not a hindrance.
- F. Continue mentoring of new members into valuable Commissioners.

Proposed activities for the next year to achieve the Commission's goals and objectives.

- A. Assign Working Groups tasks for creating Infrastructure Design Guidelines.
- B. Assign Working Groups tasks for updating the Urban Design Guidelines.
- C. CodeNEXT Working Group will continue to follow rewrite efforts and provide recommendations as appropriate.
- D. Reach out to the public to let them who we are and what we do.

Design Commission Annual Review and Work Plan 2017

Design Commission proposed work schedule for next year

- A. Regular public meetings will continue to be held on the fourth Monday of every month unless determined otherwise.
- B. Special meetings will be called when requested by City management, other City departments, and/or the City Council.
- C. Working Groups (do not follow Texas Open Meetings Act but are open to the public) will meet as needed.