



**DESIGN COMMISSION EXECUTIVE COMMITTEE
THURSDAY, APRIL 23, 2015 4 PM
ONE TEXAS CENTER ROOM 814 – 8TH FLOOR
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Executive Committee Members

_____ Dean Almy (DA) – Chair

_____ Evan Taniguchi – Vice Chair (ET)

_____ Hope Hasbrouck– Secretary (HH)

_____ Kelsey Oelze, Staff Liaison, COA-PZD

_____ Jorge E. Rousselin, Executive Liaison,
COA-PZD

AGENDA

CALL TO ORDER and Roll Call

1. CITIZEN COMMUNICATION

The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

2. APPROVAL OF MINUTES (Discussion and possible action)

- a. Discussion and possible action on the November 13, 2014 Executive Committee meeting minutes.

3. NEW BUSINESS (Discussion and possible action)

- a. Discussion and possible action on timeline for Infrastructure Design Guidelines completion; and
- b. Discussion and possible action on Design Commission's 2015 Annual Work Plan.

4. ANNOUNCEMENTS

ADJOURNMENT

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 2 days before the meeting date. Please contact Kelsey Oelze in the Planning and Zoning Department, at Kelsey.Oelze@austintexas.gov, or (512) 974-2752, for additional information. TTY users route through Relay Texas at 711.



**DESIGN COMMISSION EXECUTIVE COMMITTEE
THURSDAY, NOVEMBER 13, 2014 4:00 PM
ONE TEXAS CENTER ROOM 560 – 5TH FLOOR
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Executive Committee Members

 NP Dean Almy (DA) – Chair

 P Evan Taniguchi – Vice Chair (ET)

 P Hope Hasbrouck– Secretary (HH)

 P Jorge E. Rousselin, Staff Liaison
COA-PDRD

Meeting Minutes

CALL TO ORDER and Roll Call by E. Taniguchi at 4:10 PM

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and possible action)

- a. Discussion and possible action on the March 18, 2014 Executive Committee Meeting Minutes.
- b. Discussion and possible action on the July 25, 2014 Executive Committee Meeting Minutes.

Items 2A and 2B were taken together.

The motion to approve the meeting minutes as drafted made by H. Hasbrouck; Second by E. Taniguchi was approved on a vote of [2-0] [D. Almy not present].

3. NEW BUSINESS (Discussion and possible action)

- a. Discussion and possible action on completion of the infrastructure guidelines.

Discussion on timeline for completion of infrastructure guidelines.

**The recommendation to send to the Design Commission for review was approved on consent.
[D. Almy not present].**

4. ANNOUNCEMENTS: None

ADJOURNMENT at 5:06 PM by Consensus

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 3 days before the meeting date. Please call Jorge Rousselin in the Planning and Development Review Department, at jorge.rousselin@austintexas.gov or (512) 974-2975, for additional information; TTY users route through Relay Texas at 711.

Proposed Work Plan to Complete the Infrastructure Design Guidelines

Slide One: Contents of Back-up

Section 1	Powerpoint
Section 2	Google Fiber IDG Document
Section 3	November 13, 2014 Draft of IDG
Section 4	City Staff Assignments

Proposed Work Plan to Complete the Infrastructure Design Guidelines

Proposed Schedule

November 2014	TODAY
December 2014	Drop Dead Deadline for Question Submissions
January 2015	Assign Sections-Commence writing independently
February 2015	Write Independently
March 2015	Synthesis – Review and comments- Revisions Assigned
April 2015	Revisions Deadline April 30th
Mid-May 2015	Special Called Meeting submission of final sections by all commission members
May 2015	Final Draft and Completion of Document
June 2015	Graceful departure for some colleagues.

Table of Contents

Section 1	Introduction (DA & HH)	1-1
1.1	Design Commission Mission for Infrastructural Design	1-1
1.2	The Virtues of Integrative Design	1-1
1.2.1	Examples of Integrative Design (Great Streets)	1-1
Section 2	Contextual History (ET & HH)	2-1
2.1	Significance of Infrastructure	2-1
2.2	Define Infrastructure	2-1
2.3	Existing City of Austin Infrastructure Guidelines	2-1
2.4	Technical Criteria Manuals Currently in Use	2-2
Section 3	Values and Vision for the Design Commission (DA & JC)	3-1
3.1	Design Principles- Specific to Infrastructure	3-1
3.2	Introduction to Values	3-1
3.2.1	Humane Character	3-2
3.2.2	Density	3-2
3.2.3	Sustainability	3-2
3.2.4	Diversity	3-3
3.2.5	Economic Vitality	3-3
3.2.6	Civic Art	3-3
3.2.7	A Sense of Time	3-4
3.2.8	Unique Character	3-4
3.2.9	Authenticity	3-5
3.2.10	Safety	3-5
3.2.11	Connection with Outdoors	3-5
3.2.12	Compact and Connected	3-6
3.3	A Vision for Our Infrastructure	3-6
3.3.1	Promote an intuitive understanding of the layout of any urban place	3-6
3.3.2	Reinforce the sense of time and historical continuity	3-6
3.3.3	Foster physical continuity	3-6
3.3.4	Develop the public nature of all urban places	3-6
3.3.5	Encourage a diversity of uses, activities and sizes of development	3-6
3.3.6	Encourage public and private investment in the future of Austin	3-7
3.3.7	Reinforce the unique character of Austin	3-7
3.3.8	Create a safe urban environment	3-7
3.3.9	Create a comfortable urban environment	3-7
3.3.10	Create a hierarchy of transportation which begins with pedestrians	3-7
3.3.11	Actively promote civic art	3-7
3.3.12	Encourage a vibrant cultural atmosphere	3-7
3.3.13	Encourage intense street level activity	3-8
3.3.14	Maintain a sense of connection to the natural environment	3-8
3.3.15	Encourage an architecture whose design responds to functional needs and reinforces urban activities	3-8
3.3.16	Encourage quality building	3-8
3.3.17	Promote urban residential uses	3-8
3.3.18	Create an economically vibrant urban area	3-8

3.3.19	Strive for environmental balance.....	3-8
3.3.20	Create an interconnected system of attractive open spaces.....	3-8
Section 4	Design Guidelines (JS & BW)	4-1
4.1	Area Wide Guidelines	4-1
4.1.1	Site Selection.....	4-1
4.1.2	Infrastructure Development Should Align with Sustainability Goals.....	4-1
4.1.3	Buffering Against Adjacent Uses	4-2
4.1.4	Minimize Public Risk	4-2
4.2	Mobility Components	4-2
4.2.1	Bridges.....	4-2
4.2.2	Rail.....	4-2
4.2.3	Bus	4-2
4.2.4	Parking Lots.....	4-2
4.2.5	Wayfinding.....	4-2
4.3	Mobility Systems- Infrastructure Along Roads, Pathways.....	4-3
4.3.1	Seen and experienced infrastructure – systematic.....	4-3
4.3.2	Roads and Pathways.....	4-3
4.3.3	Reference Urban Design Guidelines – Guidelines for the Public Streetscape	4-3
4.4	Ecological Infrastructure	4-3
4.4.1	Watersheds.....	4-3
4.4.2	Parks & Conservation Areas.....	4-4
4.4.3	Landscape Systems	4-4
4.5	Utility Components.....	4-4
4.5.1	Power and Substations.....	4-4
4.5.2	Storm Water Management.....	4-4
4.5.3	Telecommunications and Data	4-4
4.5.4	Waste Water Treatment and/ Lift Stations	4-4
4.5.5	Water Treatment and Pump Stations	4-4
4.5.6	Water Storage Reservoirs	4-4
Section 5	Process (JS & JW).....	5-1
5.1	Qualifying Projects.....	5-1
5.1.1	Use the checklist (similar to Urban Design Guideline Checklist currently used).....	5-1
5.1.2	Staff to Promote Design Coordination (City Architect).....	5-1
5.2	Requirements for Submission to the Design Commission	5-1
5.2.1	Reasons to have set process standards.....	5-1
5.2.1.1	Clear Guideline Implementation Process.....	5-1
5.2.2	Design phase when to come to Design Commission	5-1
5.2.3	Cross Department Cooperation	5-2
5.2.4	Exhibits required – focus is to depict the relationship to the public experience	5-2
5.2.5	Schedule.....	5-2
5.2.6	Expected Outcomes.....	5-2
5.2.7	Process for Stakeholder Engagement	5-2
5.2.7.1	Current Stakeholder Project Involvement philosophy	5-2
5.2.7.2	Stakeholder Process/Objectives	5-2
5.2.7.3	Stakeholder Input and Fiscal Responsibility	5-3
5.3	Integrative Department Processes	5-4
5.3.1	Integration of Technical Criteria Manual Across Departments.....	5-4
5.3.1.1	Strategic Facilities Governance Committee	5-4
5.3.1.2	Capital Planning Office	5-4

5.3.1.3 Real-estate.....5-4

5.3.1.4 Building Department5-4

5.4 Challenges and Benefits of Integrated Design5-4

Section 1

Introduction (DA & HH)

The Design Commission provides advisory recommendations to the City Council on matters pertaining to the quality of proposed urban development, and as requested by the Council, assists in developing public policy and in promoting excellence in the design and development of Austin's built environment. In our capacity as stewards of Austin's built identity, Council has asked the Design Commission to broaden its scope to include policies and standards for the design and review of the infrastructural components of our city. This annual of Infrastructure Design Guidelines, is meant to complement both the city's Urban Design Guidelines, and the Imagine Austin Comprehensive Plan. The Infrastructure Design Guidelines address the design character and construction of components and systems that structure and support the ongoing development and growth of the City of Austin and aim to enable the City to attain its vision of becoming the most livable city in the country.

Infrastructure can generally be defined as the set of interconnected structural components that provide the necessary supporting framework for urban development. Typically referring to the technical structures that support a society's needs, such as roads, bridges, water supply, sewers, electrical grids, telecommunications, and so forth, infrastructure is comprised of "the physical components of interrelated systems providing commodities and services essential to enable, sustain, or enhance societal living conditions." [Fulmer, 2009]. The Design Commission is primarily concerned with achieving excellence in the design of such structures and systems.

Infrastructure plays two primary roles in the design of urban environments: performative, and connective. Performative in this context refers to the capacity of the infrastructure to accomplish the technical function for which the system has been designed, be it the distribution and collection of water, electricity, transportation, etc., or the provision of systems of public space, streets, sidewalks, etc. Performative standards and criteria are the purview of City Staff and City Departments. Connective refers to the ability of infrastructure to integrate disparate urban development components and projects into an integrated system. Connective also refers to the socially supportive role that infrastructure may play in enhancing the quality of life of the citizens of Austin. The Design Commission seeks to work with and advise City Staff, City Departments, and developers on attaining excellence in the design and integration of the physical and social systems of our city.

These Infrastructure Guidelines outline the vision, principles and connective design criteria that are required for the design of our city's urban structure. The Infrastructure Design Guidelines provide the necessary framework for the design of a compact, connected and sustainable urban environment for Austin. The Design Commission's role in evaluating infrastructure proposals is to ensure that each development project is designed adequately and systematically reflects the values and principles espoused by the framework.

1.1 Design Commission Mission for Infrastructural Design

1.2 The Virtues of Integrative Design

1.2.1 Examples of Integrative Design (Great Streets)

Section 2

Contextual History (ET & HH)

2.1 Significance of Infrastructure

(CALC. percentage of Austin service area dedicated to infrastructure)

2.2 Define Infrastructure

2.3 Existing City of Austin Infrastructure Guidelines

Due to the recent adoption of the Imagine Austin Comprehensive Plan, which is built around the concept of “compact and connected”, infrastructure suddenly takes on a new meaning, as it will be the element that connects the activity centers, whether it’s transportation, utilities, or green space/watersheds. So, this is a good time to reassess what infrastructure is, or needs to be, as we face many environmental challenges for the next thirty years, something the new Comp Plan espouses as tantamount for Austin’s future. Infrastructure must now support smart, positive development in a sustainable way.

But, some of this reassessment of infrastructure already has a good start, in such City of Austin planning efforts as those listed below. It’s great when infrastructure is addressed in these master plans, as it can be specific to that area or concept, but when it doesn’t apply to a certain area or concept, the Infrastructure Design Guidelines will need to be implemented.

- The Great Streets Master Plan- promotes walkability through smart streetscape design and integrates bicycle paths and public transportation, encouraging less reliance on the automobile. The Bicycle Master Plan goes even further in developing bike routes throughout the City.
- The Austin Resource Recovery Master Plan- promotes minimal waste by through recycling. The goal is to keep 90% of discarded materials out of the landfill by 2040.
- The Watershed Master Plan- assesses erosion, flood and water quality problems in Austin. It also prioritizes and implements effective solutions that address all three problems.
- Airport Boulevard, Riverside Drive, Burnet Road Corridor Studies- these separate studies envision transforming these areas from auto-dominated, aging corridors, to people-oriented destinations with lots of people living, working and playing within walking distance of transit. The Airport Blvd Study goes one step further in implementing form-based code, which can control environmental standards in a more sustainable manner than traditional zoning.

Transit Oriented Design Ordinance and Station Standards- TOD district boundaries are established and TOD district zoning classification is identified. The Station Area Plans include specific design standards and development goals for each TOD district (located around transit stops on the city’s rail line), including land use regulation, density, building height, site and building design, and general standards.

2.4 Technical Criteria Manuals Currently in Use

Section 3

Values and Vision for the Design Commission (DA & JC)

3.1 Design Principles- Specific to Infrastructure

Design plays an important role in the development of a compacted and connected urban fabric that functions well. A sustainable, compact and connected city is an element of the vision of the comprehensive plan, Imagine Austin.

Design Guidelines are not to conflict with safety codes, federal guidelines, Homeland Security, or other similar safety standards.

Design principles should not rely on interpretation by staff, but instead should be a clear checklist. The design principles are meant to give a broad vision so that city departments can continue to make specific guidelines that are most applicable to them.

3.2 Introduction to Values

To paraphrase the Urban Design Guidelines, the city is a community of people and how people interact with buildings and the infrastructure is informed by values shared by the people. The Commission believes that, for Austin, important shared values include:

- Humane Character
- Density
- Sustainability
- Diversity
- Economic Vitality
- Civic Art
- A Sense of Time
- Unique Character
- Authenticity
- Safety
- A Connection to the Outdoors

The design of our Austin infrastructure, as well as the design of our buildings, must be based on the people's basic shared values

Although not necessarily exhaustive in scope, these shared values constitute the foundation for the infrastructure design guidelines that follow.

3.2.1 Humane Character

Humane character is of value because it is the basis for comfort in a built environment, and people are more inclined to live, shop, eat or recreate in a city whose infrastructure supports an environment that is physically and psychologically comfortable. The design of our infrastructure, whether streets, parks or even underground or overhead utility systems, should demonstrate that it was built for people; it should foster a sense in inhabitants that this place was made for comfortable human living. Designers, developers and transportation engineers can move the physical nature of the city closer to an ideal human habitat, while recognizing that urban places are special and more concentrated. In the same way, the use of materials, the scale of construction, human amenities, the mitigation of sunlight, the level of complexity, the design of streets, open space, water, waste water and power systems, communication systems, and the amount of plants and trees may all be manipulated to suggest that urban areas have been designed for human use. This understanding will contribute to a sense of well-being as we feel well matched to our surroundings – as we feel that they have been designed for us. It will also promote the use of our sidewalks and streets by pedestrians, increasing the activity level and economic viability of the city core. Humane character is achieved when people no longer distinguish infrastructure separately from the built environment, when they no longer perceive it as an obstacle.

3.2.2 Density

Density refers to the concentration of people, buildings and activities. With this concentration comes a great efficiency and vitality. We value density because density facilitates commercial and social interaction by simply placing many people together in a relatively compact space. The serendipity arising from this inevitable interaction is evident in all great cities of the world.

Density and concentration are not to be confused with overcrowding. According to Jane Jacobs in *The Death and Life of Great American Cities*, density is critical “to generate exuberant diversity in a city’s streets and districts.” In the same book Jacobs quotes Lewis Mumford on the function of the city. In summary, density promotes vitality and diversity. In the suburbs where most often there is neither density nor diversity, it is a homogenous majority that defines the character of the community. Dense urban places are, by their very nature, highly diverse in character and therefore more representative and democratic in character, more experientially diverse and exciting.

Infrastructure can enhance the nature of a dense urban environment or, when not well designed, can in effect turn density into unhealthy overcrowding.

3.2.3 Sustainability

Sustainability is a value because a city that is self sustaining—that which achieves an ongoing and maintainable balance between the total resources it consumes and the total resources it creates—is better able to survive over a long time period. A sustainable infrastructure is an infrastructure which promotes a healthy urban ecology. The city is a setting for our lives and the life of our families, and this constancy contributes to a sense of well being, a sense that we are part of a more civic whole. Sustainability considers that future generations in Austin should have flexibility and choice available to them as it was to our generation.

Sustainability addresses more than the simple effort to minimize energy consumption, emphasize “green” construction practices, and institutionalize recycling. It also encompasses the reuse of existing infrastructure, the creation of an infrastructure with long life spans, and the creation of an infrastructure with built-in flexibility to allow for differing future uses. Sustainability assumes that our community is a human community and that the built environment is an extension of the infrastructure which allows a dense population to live in a relatively small area in relative comfort. Sustainability also encompasses economic sustainability, leading to the conclusion that our economic health requires an affordable infrastructure that supports the commercial spaces and that investment in these spaces can provide returns necessary to support it.

3.2.4 Diversity

The support of diversity (the distinction of characteristics, qualities, or elements) is a societal strength and one of the central principles of democracy. A diverse place for living ignites the imagination, capturing cultural and business pursuits. Diversity fosters inclusive ownership of private, public, and civic amenities. Diversity in our built environment and infrastructure applies to function, culture, style, and use. Development which is multiuse or diverse in other ways will result in a city that evolves into a rich and vibrant place to live, work, and play, and will support continued economic growth.

3.2.5 Economic Vitality

Economic vitality describes a condition where all sectors of the economic machinery are working well and are working together. It represents a sustainable return on investment for all measures of urban life. Without the energy and vigor of the economy, downtown revitalization is not possible. The powerful draw that Austin has as a unique and highly desirable city can be enhanced by ensuring that future development does not result in a city in decline. Successful private projects and the infrastructure to support them will create higher property values in general and thus increase the tax base. Private projects, however, must be profitable if they are to expand the tax base and enrich the civic presence.

3.2.6 Civic Art

Art for public defines the public realm and distinguishes the fine points in a city. Art creates a civic good which can inform the inhabitants and the world of their commitment to the expression of a collective identity. Expressing this identity celebrates what is unique about the community, transforming the everyday, honoring and valuing the past, as well as expressing the community aspirations for the future.

Civic art stimulates the cultural life of the region. Civic art, whether initiated by the city or by private development, promotes economic development, cultural tourism, downtown and neighborhood revitalization, international prestige and recognition, and an improved quality of life for a community.

Civic art gives places back to the people; it leads visitors as well as inhabitants into the discovery of a city. Over time Austin has evolved through the many purposes, ideas, ideals, and the traditions of those who have shaped and lived here; a work of art or architecture over time becomes an important link to a city's past. From it future generations learn of the perceptions and attitudes of their predecessors. When the work is new, it can help people understand today's ideals and traditions and the changes going on around them.

Over time, our artists—whether they be fine artists, artisans, or folk artists— have shaped and created Austin in response to the rich natural resources of the region and the traditions and cultures they brought with them. They are a natural resource which should be supported.

Infrastructure presents a particularly rich opportunity for the inclusion of civic art. Vehicular and pedestrian pathways, wayfinding systems, public transportation stops and urban open space and parks provide rich opportunities for civic art.

3.2.7 A Sense of Time

A sense of time and its history is important to the protection of valuable resources and the continuity of our community. Moments of accelerated growth can cause the destruction of resources, the value of which is often realized too late, after the resources are gone. Much of the development which will occur in the future has the opportunity to protect and reveal the history and stories of the place, while responding to the needs of the present. Our city is more valuable to us when we sense this continuity throughout the past, the present and plans for the future. The design of infrastructure should not interfere with this sense of time.

Austinites value the fact that we are simultaneously fiercely protective of our diverse natural and cultural environments, and forward-thinking—open to new technologies and encouraging change for the better. By valuing a sense of time, we recognize the importance that each moment in time be represented. As we create the future, we ensure that what we do now will someday become a part of a history that we will want to protect. Development will, in this way, take on the role of the story teller. Everything we build will become a story within the larger story of Austin. The decisions we make as we build, that is, how we tell the stories, will determine the way in which our history is manifested in downtown Austin. The stories told must be thorough, truthful, articulate, engaging, enduring and challenging.

3.2.8 Unique Character

Through the singularity of its landscape and the diversity of its people, Austin has built a character which is unique, something increasingly rare and precious in a time when cities worldwide are becoming homogenous collections of buildings, highways and signs advertising similar lifestyles. Unique character succumbs to attack when cultural franchising is accepted as the most successful way for large enterprises to sell goods and promote services, buildings, businesses, food, clothing and entertainment. Our physical environment, under such conditions, becomes more homogenous and predictable. It can become a dehumanizing place, where individuals face a uniform environment beyond their control. . Much of our infrastructure, particularly vehicular and pedestrian circulation has the potential to exacerbate this siege on our unique character. It is imperative that the design of infrastructure projects be reviewed to ensure the maintenance of Austin's unique character.

Austin is a collection of what we find valuable in our region—the river, the hill country, the State Capitol, parks, special places, building types, styles, architectural details, and town form, as well as the activities of commerce and special events. Within this collection of activities is an individual spirit which is valuable because it gives us a stronger sense of identity in a world which is quickly losing individuality. One reason for Austin's current growth is the attraction others feel to the differences it provides. Many people are moving here from cities which offer no sense of membership because they lack an individual identity. This sense of place is therefore a strong economic factor as well as a positive force in the creation of a healthy community.

3.2.9 Authenticity

Because cities create, over time, a physical story of the life of that place and the people who live there, it is important that those who shape Austin do so with a sense of authenticity. This concept has value because a city shaped by it will be better able to create a sense of membership and community. By assuring that the physical story corresponds well to the authentic history, people will be more inclined to trust it, participate in it, and associate themselves with it. The closer a city aligns itself with what is genuine about itself, and the real lives of the people who live there, the stronger the connection people can make between themselves, their identity, the history of the place and the physical environment. In other words, the when, why and how a city formed. People are less inclined to associate with or feel connected to a place or thing which is contrived or unnatural.

As a value, authenticity suggests that Austinites would prefer to have a city whose image and physical context clearly references the time in which it was built and the activities and needs of the people who live and work there, rather than one created through false historical constructions or commercial imagineering designed to deceive the user through theatrical manifestations.

When authenticity has played a role in the creation of a city, buildings and spaces accumulate meaning and significance naturally over time. Here, the story of the place can be told by the physical environment and people, by association, can relive the story of their own lives by moving through the city. In the same way that one reaffirms one's identity by visiting a childhood home, one is reminded of one's past by the physical part of one's hometown. The reminding can create a strong attachment to a city and to a community through the retelling of small stories on a daily basis.

Authenticity in this context refers to a real city where people live and work and explore personal and collective opportunities and conflicts. It refers to a place where one's assumptions about their physical surroundings can be trusted. Real stories will collect around places that people really inhabit.

3.2.10 Safety

The creation of safe urban places, free from danger, is a difficult but important objective. Urban areas can be filled with strangers, inherently noisy and condensed. To attract people, it must also feel safe. We value safety because it frees people to fully engage themselves in chosen activities. A safe downtown provides a venue for these many activities. Making people feel safe among strangers and in the midst of such abundant activity can be facilitated by the design of streets, sidewalks and buildings, the many infrastructure elements that people confront, and by lighting and lines of sight. Public streets and other open places can help direct attention and promote the intuitive safety mechanism of observation. Design may facilitate safety by coding space, clearly identifying where it is safe to go.

3.2.11 Connection with Outdoors

A connection with the outdoors is of value because it brings natural forces and elements such as sunshine, breezes, clouds, rain, shadow patterns, water and vegetation into urban places. Immersion in the natural environment adds complexity and transition to our experience of a day in contrast to the experience of a more static built environment. Outdoor environments offer options for reviving the senses and the lives of people who spend long periods indoors.

Austin is already distinguished by its value for outdoor connections, as seen in its strong legacy of parks and greenbelts, waterfronts and tree canopy, where people can enjoy both active and quiet pursuits. Residents have traditionally protected public green spaces and the right to be outdoors, and

newcomers are attracted to Austin because of the opportunity it provides to connect with the natural environment. As the city becomes denser, access to the outdoors becomes even more important, requiring protection and enhancement of existing green spaces as well as the creation of new plazas and other urban forms of open space.

3.2.12 Compact and Connected

3.3 A Vision for Our Infrastructure

When the fundamental basis for the guidelines was established, through the articulation of shared values, a vision for downtown was formulated, establishing the goals and aspirations which, if applied throughout the city, could ensure that new urban places were vibrant and exciting.

The eleven shared values described in the previous section are broad concepts. A more specific list of goals follows. These goals were derived from the shared values, but hold a complex and indirect relationship with them, where the lines between goals and values frequently overlap. Each goal is stated and its main point briefly explained. *Italicized in the margins are the specific shared values which the goal helps promote.*

3.3.1 Promote an intuitive understanding of the layout of any urban place

The intensive use associated with thriving urban centers may be enhanced if the physical layout can be easily understood. Understanding requires that we form a mental map of the area. The logic of the place needs to be understood sufficiently to orient pedestrians.

3.3.2 Reinforce the sense of time and historical continuity.

This goal speaks to the preservation of historical buildings and other facilities and of historical planning, but equally important, speaks to the relationship among buildings built over time—including those built in the present time.

3.3.3 Foster physical continuity.

Physical continuity speaks to the freedom of movement in pedestrian, transit and automobile environments, but is most important in the pedestrian circumstance. Encouraging movement within an urban place allows comfort and promotes our staying there for a variety of activities.

3.3.4 Develop the public nature of all urban places.

The public nature of urban areas is most apparent in public open space—plazas, sidewalks, streets and parks. The design of the lower levels of buildings is also vital in promoting inclusion in the place.

3.3.5 Encourage a diversity of uses, activities and sizes of development.

Achieving this goal will require balancing the existing uses with additional uses that an urban area lacks, such as residential and destination retail. It will also require that we do so while allowing for differing economic status of the residents. Diversity should apply to retail, residential, commercial, office, entertainment, and all other sectors.

3.3.6 Encourage public and private investment in the future of Austin.

Perhaps no other goal provides more opportunity to demonstrate the value we place on civic behavior than this one. Where those who have gone before us have been willing to invest in the future—to regard the value of their investment over a long period—we generally have bridges, buildings and other structures which have endured and which we now regard as important to our history.

3.3.7 Reinforce the unique character of Austin.

To better promote a sense of connection to and membership with Austin, our urban places should be a unique signal for a unique place. Developing a unique character should start with what is already unique about Austin.

3.3.8 Create a safe urban environment.

All of the users of our urban places, men, women, children, young and old, those with physical challenges, natives and visitors, customers and service personnel— should be considered when designing a dense environment. A safe urban environment will encourage economic activity and foster commerce.

3.3.9 Create a comfortable urban environment.

Comfort includes shelter from the harsh Texas sun and other weather, a reorientation of urban places away from a fast moving, automobile oriented place and to a slower moving, pedestrian-oriented population, and an understanding of intuitive way finding.

3.3.10 Create a hierarchy of transportation which begins with pedestrians.

The hierarchy in order of priority is:

1. Pedestrians
2. Public transit systems
3. Bicycles
4. Vehicles

3.3.11 Actively promote civic art.

Civic art promotes economic development, cultural tourism, downtown and neighborhood revitalization, international prestige and recognition, and an improved quality of life for a community. Art in a city describes the way in which the city honors spirit and soul. Public art can create a civic message that expresses community identity, myth and culture.

3.3.12 Encourage a vibrant cultural atmosphere

Arts, entertainment, and other cultural activities add richness and viability to our everyday lives. Such activity is an advantage to Austin because it promotes economic development, cultural tourism, downtown and neighborhood revitalization, international prestige and recognition, social service opportunities, and an improved quality of life for the community.

3.3.13 Encourage intense street level activity.

The street is a place for extra activities — sidewalk seating, vendors, waiting for a bus. Activities that don't require enclosed spaces or are enhanced by being outside should be added to the activities that already happen outside to create intense street level activity.

3.2.14 Maintain a sense of connection to the natural environment.

Austin's natural environment is a primary attribute. Every economically feasible effort to preserve, maintain and enhance Austin's natural environment should be pursued.

3.3.15 Encourage an architecture whose design responds to functional needs and reinforces urban activities.

Buildings designed to sculptural effect are not discouraged, but formalist aspirations should not be attained at the expense of functional requirements and a positive position within the requirements of other buildings and users. Architecture should respond to the whole array of human needs.

3.2.16 Encourage quality building.

Buildings in urban centers should have a permanence that some other areas of the city do not require. Quality adds to the overall value of any urban place.

3.3.17 Promote urban residential uses.

A residential component provides for 24 hour activity, a consumer base for retail activity, eyes and ears on the street, and reduces the need for transportation.

3.3.18 Create an economically vibrant urban area.

None of the values can be promoted without the economic engine to drive urban redevelopment.

3.3.19 Strive for environmental balance.

All development should take into consideration the need to conserve energy and resources. It should also strive for a small carbon footprint.

3.3.20 Create an interconnected system of attractive open spaces.

An interconnected system of attractive open spaces supports the pedestrian activity which creates vitality and provides a natural experience which can make dense urban development more comfortable and successful.

Section 4

Design Guidelines (JS & BW)

4.1 Area Wide Guidelines

4.1.1 Site Selection

- Issue: Guidelines are needed to help the city select and negotiate on the purchase of proper infrastructure sites. Proper siting is intrinsic to infrastructure that successfully blends with the urban environment. Decorating a blank wall or fence that faces a street will not help make that section of street more pedestrian friendly. Due to contract negotiations, the land purchase process is not open for public review.
- Recommendations:
 1. Land for infrastructure should be acquired with a strong consideration on how the location selected supports a high quality urban environment.
 2. Area for infrastructure within a private development should be vetted by the city.
 3. A potential infrastructure site's roadway type classification and neighboring uses can guide consideration of the appropriateness of a site. The city should develop a site selection decision matrix in cooperation with the Design Commission.
 4. Each city department should have a master plan, and long-range projections, in relation to infrastructure, should be coordinated between departments.

4.1.2 Infrastructure Development Should Align with Sustainability Goals

- Issues: Environmental and social values of a project should be communicated in dollars. Projects should be assessed for their contribution to the economy and their total project cost (life-cycle). (The sustainability goals for the city are ...)
- Recommendations:
 1. Capture water from public right of way in a sustainable manner using above ground pre-treatment with elements such as porous concrete, dry swales, and rain gardens.
 2. Apply sustainability valuation to a project that is proposing value engineering.
 3. Maximize the use of cool pavement strategies.
 4. Design larger projects (over \$5 million valuation ?) to be context sensitive using elements as public art, place-making features, and outreach.
 5. Utilize native plantings.
 6. Larger projects (over \$5 million valuation ?) shall have a monitoring and commissioning plan.

7. Minimize use of toxins and VOCs.
8. Use recycled and reclaimed materials.

4.1.3 Buffering Against Adjacent Uses

- Issue: Some infrastructure projects may be incompatible with nearby uses, like the placement of an odor control facility next to residential or the placement of a walled substation on a pedestrian priority way or core transit corridor.
- Recommendations:

4.1.4 Minimize Public Risk

- Issues: Safety.
- Recommendations:
 1. Landscaping should not block views of motorists to other motorists, cyclists or pedestrians.
 1. Provide pedestrian areas of refuge in the center of right of ways over 120' wide.
 2. Provide bulb-outs at street intersections where streets have street-side parking.

4.2 Mobility Components

4.2.1 Bridges

- Issues:
- Recommendations:

4.2.2 Rail

- Issues:
- Recommendations:

4.2.3 Bus

- Issues:
- Recommendations:

4.2.4 Parking Lots

- Issues:
- Recommendations:

4.2.5 Wayfinding

- Issues: Landmarks, protected views, signalization
- Recommendations:

4.3 Mobility Systems- Infrastructure Along Roads, Pathways

4.3.1 Seen and experienced infrastructure – systematic

- Roads and Pathways

1. Elements

4.3.2 Roads and Pathways

- Most prominent infrastructure that we rely on every day.
- It ties our destinations together.
- However it is often overlooked
 1. Spend efforts designing the destinations
 2. Cost
- Opportunities
 1. Express local character (of city or neighborhood) to the journeymen
 - a. Indulge them to stop
 - b. Express pride in the area
 - c. Respect historical significance
 - d. Four Squares
 2. Break up monotony of the journey
 - a. Trees
 - Rhythms or clusters
 - b. Lighting
 - c. Signage
 - d. Paving
 3. Great Streets
- Dangers
 1. Along long lengths, using same specs
 - a. Can become monotonous without changes

4.3.3 Reference Urban Design Guidelines – Guidelines for the Public Streetscape

4.4 Ecological Infrastructure

4.4.1 Watersheds

- Issues:
- Recommendations:

4.4.2 Parks & Conservation Areas

4.4.3 Landscape Systems

4.5 Utility Components

4.5.1 Power and Substations

4.5.2 Storm Water Management

4.5.3 Telecommunications and Data

4.5.4 Waste Water Treatment / Lift Stations

4.5.5 Water Treatment and Pump Stations

4.5.6 Water Storage Reservoirs

Section 5

Process (JS & JW)

5.1 Qualifying Projects

5.1.1 Use the checklist (similar to Urban Design Guideline Checklist currently used)

- Based upon Infrastructure Guidelines
- Comment on how addresses each point
- Comment is need help with specific items

1.1.2 Staff to Promote Design Coordination (City Architect)

5.2 Requirements for Submission to the Design Commission

5.2.1 Reasons to have set process standards

- Clear set of tools
- Provide efficient path
- Meaningful discussion
- Assistance to help focus

5.2.1.1 Clear Guideline Implementation Process

- Issue: Guidelines that are unclear or that do not provide a mechanism to deal with special circumstances become irrelevant.
- Recommendations:
 1. The Design Commission should comment on cases where the Infrastructure Guidelines seem to be in inherent conflict with the proposed infrastructure project.
 2. Departments should create design criteria based on the guidelines to incorporate in their standard workflow and to coordinate with other departmental requirements and standards.
 3. Departments should implement management tools that help coordinate work between departments in the most early planning phases of infrastructure projects.

5.2.2 Design phase when to come to Design Commission

- 75% Schematic Design Phase
- Early enough so direction suggestions can be considered

5.2.3 Cross Department Cooperation

- List of Departments in the Team and role that they play
- Department representatives available to present

5.2.4 Exhibits required – focus is to depict the relationship to the public experience

- Area map within 500'
 - Zoning
 - FLUM
- Site plan thru adjacent right of way
- Site Section extending thru right of way
- Elevations with height (scale figures) and materials

5.2.5 Schedule

- Design Phases
- Construction start and completion

5.2.6 Expected Outcomes

5.2.7 Process for Stakeholder Engagement

5.2.7.1 Current Stakeholder Project Involvement philosophy

- Project team assigned for large and complex projects
- Stakeholder process is handled on case by case basis depending upon:
 1. Location
 2. Number of stakeholders impacted
 3. Nature of the project impact on the public realm/interface
- Activities initiated through the PIO offices of sponsoring departments (AWU, AE, Parks, Transportation, AAR) and Public Works working collaboratively.

5.2.7.2 Stakeholder Process/Objectives

- Notification of stakeholders
- Stakeholder meetings to provide information on type of infrastructure project and the need (function)
- How project adheres to neighborhood plan
- Discuss and gain input on how project may impact stakeholders.

- Determine areas of input team would like from stakeholders
- Project team to demonstrate for feedback, to the extent possible,
 1. Project drawings-(schematic design)
 2. Models
 3. Landscaping samples
 4. Fencing samples
 5. Lighting fixtures
 6. Sustainability features
 7. Green standards, etc.

5.2.7.3 Stakeholder Input and Fiscal Responsibility

- Issues: Public process should be tailored based on the type and amount of impact to the public realm a project would have. An example of tailoring a public process based on the intensity of the project, is that PARD uses a third party facilitator when there is no existing park master plan. Otherwise projects are vetted with the public by PARD staff, using their standard tools and guidelines. Costs associated with incorporating a public process or additional design in infrastructure planning should take into account lifecycle costs such as maintenance, and the positive economic impacts that well design urban spaces can have on a city.
- Recommendations:
 1. The extent of a needed public process can be determined by the amount of feedback or concern that is generated after the city sends out notification of an infrastructure project in plain speak with graphics that communicate what is being proposed.
 2. Larger, or more impactful projects, should follow a public input process regardless of notice feedback received from the public. Examples of more impactful projects are electrical substations, water towers, and new bridges.
 3. The Design Commission can facilitate public input by having a project as an agenda item at one of their meetings.
 4. Early in the planning process, design integration and stakeholders should be identified.
 5. Stakeholder and Design Commission interfaces can be streamlined with clear guidelines and expectations.
 6. Implement a system to measure design success of major infrastructure projects

5.3 Integrative Department Processes

5.3.1 Integration of Technical Criteria Manual Across Departments

5.3.1.1 Strategic Facilities Governance Committee

5.3.1.2 Capital Planning Office

5.3.1.3 Real-estate

5.3.1.4 Building Department

5.4 Challenges and Benefits of Integrated Design

Infrastrucrture Design Guidelines
City Contact Assignment - Alphabetical
17-Mar-14

Commissioner

Col	Column2	Column3	Column4	Column5	Column6
1	Almy	Kit	Johnson	Public Works - City Architect	Kit.Johnson@austintexas.gov
2	Cotera	Jean	Drew	Watershed	Jean.Drew@austintexas.gov
3	Hasbrouck	Erin	Wood	Watershed	Erin.Wood@austintexas.gov
4	Shieh	Sonny	Poole	ESD	Poole Sonny.Poole@austinenergy.com
5	Taniguchi	Gordon	Deer	ATD	Gordon Derr Gordon.Derr@austintexas.gov
6	Whatley	Kalpana	Sutaria	Public Works - Project Management	Kalpana.Sutaria@austintexas.gov
7	Wigington	Mark	Cole	Public Works - Neighborhood	Mark.Cole@austintexas.gov
1	Almy	Dylan	Siegler	Sustainability	Dylan.Siegler@austintexas.gov
2	Cotera	Brian	Long	ATD Utility coordination	Brian.Long@austintexas.gov
3	Hasbrouck	Lonnie	Robinson	AWU Pipeline engineering	Robinson Lonnie.Robinson@austintexas.gov
4	Shieh	Marc	Coudert	Sustainability	Marc.Coudert@austintexas.gov
5	Taniguchi	Dennis	Crabill	Public works	Dennis.crabill@austintexas.gov
6	Whatley	Michael Gates		Real Estate Services	Michael.Gates@austintexas.gov
7	Wigington	Chris	Yanez	Parks and Rec - Planning	Chris.Yanez@austintexas.gov
1	Almy	Marty	Stump	Parks and REC management	Marty.Stump@austintexas.gov
2	Cotera	Chris	Wolter	Austin Water Engineering	Chris.Wolter@austintexas.gov
3	Hasbrouck	Gary	Schatz	Transportation - Assistant Director	Gary.Schatz@austintexas.gov
4	Shieh	Andy	Halm	Real Estate Services	Andy.Halm@austintexas.gov



Annual Internal Review

This report covers the time period of 1-1-2013 to 12/31/2013

THE DESIGN COMMISSION

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

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 the urban environment.

The commission shall:

- (1) offer policy recommendations regarding specific issues of urban design;
- (2) participate in developing 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; and
- (7) perform other activities as directed by the city council.

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.

1. Describe the board's actions supporting 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.

A. Specific outcomes of significance:

Design Commission Annual Review and Work Plan 2013

- a. The Design Commission continued its study of City infrastructure projects thru discussions and meetings with City Staff and Council. The Commission also developed a work plan to execute the Council directive by the fall of 2014.
 - b. The Design Commission assisted in policy development thru liaisons to Council charged study areas to help advocate the greater vision.
 - c. The Design Commission took part and reviewed the Airport Boulevard and Riverside Corridor master plans, and Seaholm substation project thru joint Commission meetings.
 - d. The Design Commission restructured its Working Groups for increased efficiency and service to the public.
- B. The Design Commission reviewed public and private projects as demonstrated in the agendas.
 - C. Drafted project review letters as requested.
 - D. Agendas
 - E. Meeting minutes
- 2. Determine if the board's actions throughout the year comply with the mission statement.**

Evaluation 2013:

The Design Commission ("Commission") successfully achieved the goals and objectives as set forth by the City Council in evaluating projects for compliance with approved Urban Design guidelines and setting forth design criteria for urban projects. The Commission continues to evaluate urban projects for compliance with the updated, citywide Urban Design Guidelines.

- 3. List the board's goals and objectives for the new calendar year.**
- A. To craft draft Infrastructure Projects Design Guidelines by the fall of 2014 in accordance with City Council directive under Resolution No. 20120816-060.
 - B. To raise the awareness of urban design, establishing and promoting design guidelines in order to improve the quality of the built environment throughout the metropolitan area, and informing policies that shape the application of urban design principles,
 - C. To efficiently and effectively evaluate projects in order for developments to see DC as a tremendous asset and continue to use DC as a resource for assisting their projects.
 - D. To protect the future development of areas that have the potential to have dense development
 - E. To continue to uphold the duties of the Commission's Mission Statement.

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

- A. Offer strategic help to City Staff in the review of changes to the Land Development Code as they propose them and present it to the Design Commission.
- B. Continue to meet with City Staff, and Council to develop the interim Infrastructure Guidelines and begin creating the final document.
- C. The Commission will refine the Design Commission Project Review process by including, but not limited to, the following
 - a. Creation of a "Frequently Asked Questions" list for project submissions
 - b. Review of the required items for project submittal process.
 - c. Develop process that streamlines review process including areas of critical concern.
- D. The Commission will work with the City of Austin Planning & Development Review Department on issues and activities pertaining to Urban Design such as the Comprehensive Plan, Urban Design Guidelines, the Commercial Design Standards ordinance, and design implications of code amendments.
- E. The Commission will conduct project reviews and make advisory recommendations upon request by project sponsors and/or applicants regarding private and public development to the City Council, the Planning Commission, Planning & Development Review Department, and other boards and commissions, utilizing the Urban Design Guidelines as a primary reference.
- F. The Commission will conduct project reviews and make advisory recommendations to the city council regarding the City of Austin improvement projects (Great Streets, buildings, bridges, roads, parks, infrastructure, etc.).
- G. The Commission will monitor planning activities through Design Commission liaisons selected emerging projects and master plans such as the Airport Boulevard Redevelopment Initiative, Downtown Austin Plan Implementation, Downtown Wayfinding, East Riverside Corridor Regulating Plan, Imagine Austin Comprehensive Plan, Subchapter E, and Waterfront Overlay, South Austin Neighborhood Plan.
- H. The Commission will offer design guideline education and act as a resource for city departments, developers, other boards and commissions, interested stakeholder, and the community regarding design related issues.
- I. The Commission will continue commission efforts to offer general assistance and advisory recommendations on issues as defined in the Urban Design Guidelines.

5. Proposed work schedule: The commission proposes to hold public meetings during fiscal year 2012-2013:

- A. On the fourth Monday of every month unless specified by an approved meeting calendar.
- B. When called to review and make advisory recommendations of subjects as may be assigned for commission review by request from city management, other city departments, and or city council.



DESIGN COMMISSION Annual Internal Review

This report covers the time period of 1-1-2013 to 12/31/2013

ATTACHMENT 1 Agenda of each board meeting held in the previous year



**DESIGN COMMISSION EXECUTIVE COMMITTEE
FRIDAY, JANUARY 25, 2013 9 AM – 10 AM
ONE TEXAS CENTER ROOM 560 – 5TH FLOOR
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Executive Committee Members

_____ James Shieh (JS) – Chair
_____ Dean Almy – Vice Chair (DA)

_____ Evan Taniguchi – Secretary (ET)

_____ Jorge E. Rousselin, Staff Liaison
COA-PDRD

AGENDA

CALL TO ORDER and Roll Call

1. CITIZEN COMMUNICATION: GENERAL

The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

2. APPROVAL OF MINUTES (Discussion and possible action)

- a. Discussion and possible action on the June 22, 2012 Executive Committee meeting minutes.

3. NEW BUSINESS (Discussion and possible action)

- a. Discussion of the 2013 Design Commission Annual Work Plan
- b. Discussion and possible action on Phase I of the Infrastructure Design Guidelines

4. ANNOUNCEMENTS

ADJOURNMENT

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DESIGN COMMISSION
MONDAY, JANUARY 28, 2012 5:45 PM
AUSTIN CITY HALL, EXECUTIVE SESSION ROOM 1027
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

_____ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

AGENDA

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2. APPROVAL OF MINUTES (Discussion and Possible Action) a. Discussion and possible action on the December 17, 2012 Design Commission meeting minutes.	6:00 PM
3. NEW BUSINESS (Discussion and Possible Action): a. Discussion and possible action on the Republic Square Park Phase II Planning and Design concept submittal located at 400 Guadalupe St. seeking support for the project.	6:05 PM
4. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060;	6:30 PM

<ul style="list-style-type: none"> b. Discussion and possible action on Design Commission’s Annual Report; c. Discussion and possible action on Design Commission “Pillars.” (Chair Shieh); and d. Discussion and possible action on a Vision Monograph proposal for the next year. (Commissioner Cotera). 	
5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) <ul style="list-style-type: none"> b. Standing Committees Reports; c. Working Group Reports; d. Liaison Reports; e. Appointment of Committee/Working Group members by Chair. 	7:10 PM
6. STAFF BRIEFINGS: None	7:15 PM
7. FUTURE AGENDA ITEMS	7:15 PM
8. ANNOUNCEMENTS <ul style="list-style-type: none"> a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff. 	7:20 PM
ADJOURNMENT	7:30 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Shieh (Chair), Almy, Taniguchi

Working Groups

1. Project Review Working Group: Refer to rotating list
2. Comprehensive Plan Working Group: Taniguchi (Chair), Whatley, Hasbrouck
3. Non-Urban Project Review Working Group: Shieh (Chair), Whatley, Taniguchi
4. Urban Design Guidelines Working Group: Cotera (Chair), Shieh, Almy
5. Urban Open Space Working Group: Whatley (Chair), Hasbrouck, Wiginton
6. Nomination Working Group: Cotera (Chair), Shieh, Wiginton
7. Education and Outreach Working Group: Hasbrouck (Chair), Cotera, Wiginton

Design Commission Liaisons

1. Affordable Housing Liaison: Wiginton
2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
3. TOD Liaison: Shieh
4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

Jorge E. Rousselin, Development Services Process Coordinator
Urban Design, Planning and Development Review Department
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704
Phone: (512) 974-2975 ■ Fax: (512) 974-2269 ■ E-mail: jorge.rousselin@austintexas.gov

The Urban Design Guidelines for Austin can be accessed at the following location:

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Design Commission backup may be accessed at the following location:

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DESIGN COMMISSION

MONDAY, JANUARY 28, 2012 5:45 PM

AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101

AUSTIN CITY HALL, EXECUTIVE SESSION ROOM 1027

301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

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Design Commission Staff Liaison:

Jorge E. Rousselin, Development Services Process Coordinator
Urban Design, Planning and Development Review Department
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DESIGN COMMISSION
MONDAY, FEBRUARY 25, 2013 5:45 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
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2. APPROVAL OF MINUTES (Discussion and Possible Action) <ul style="list-style-type: none">a. Discussion and possible action on the January 28, 2013 Design Commission meeting minutes;b. Discussion and possible action on the March 13, 2012 Bylaws/Policies and Procedures Committee meeting minutes; andc. Discussion and possible action on the May 16, 2012 Planning Commission and Design Commission Special-called meeting minutes.	6:00 PM
3. NEW BUSINESS (Discussion and Possible Action): None	6:15 PM
4. OLD BUSINESS (Discussion and Possible Action) <ul style="list-style-type: none">a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060;	6:15 PM

b. Discussion and possible action on Design Commission's Annual Report.	
5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) a.Standing Committees Reports; b.Working Group Reports; c. Liaison Reports; d.Appointment of Committee/Working Group members by Chair.	7:00 PM
6. STAFF BRIEFINGS: None	7:05 PM
7. FUTURE AGENDA ITEMS	7:05 PM
8. ANNOUNCEMENTS a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff.	7:10 PM
ADJOURNMENT	7:15 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Shieh (Chair), Almy, Taniguchi

Working Groups

1. Project Review Working Group: Refer to rotating list
2. Comprehensive Plan Working Group: Taniguchi (Chair), Whatley, Hasbrouck
3. Non-Urban Project Review Working Group: Shieh (Chair), Whatley, Taniguchi
4. Urban Design Guidelines Working Group: Cotera (Chair), Shieh, Almy
5. Urban Open Space Working Group: Whatley (Chair), Hasbrouck, Wiginton
6. Nomination Working Group: Cotera (Chair), Shieh, Wiginton
7. Education and Outreach Working Group: Hasbrouck (Chair), Cotera, Wiginton

Design Commission Liaisons

1. Affordable Housing Liaison: Wiginton
2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
3. TOD Liaison: Shieh
4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

Jorge E. Rousselin, Development Services Process Coordinator
Urban Design, Planning and Development Review Department
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704
Phone: (512) 974-2975 ■ Fax: (512) 974-2269 ■ E-mail: jorge.rousselin@austintexas.gov

The Urban Design Guidelines for Austin can be accessed at the following location:

www.ci.austin.tx.us/downtown/downloads/urban_design_guidelines_for_austin.pdf

Design Commission backup may be accessed at the following location:

ftp://ftp.ci.austin.tx.us/GIS-Data/planning/Design_Commission/



DESIGN COMMISSION
MONDAY, MARCH 25, 2013 5:45 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

_____ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

AGENDA

Please note: Posted times are for time-keeping purposes only. The Commission may take any item(s) out of order and no express guarantee is given that any item(s) will be taken in order or at the time posted.

	Approx time
CALL TO ORDER AND ROLL CALL	5:45 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	5:45 PM
2. APPROVAL OF MINUTES (Discussion and Possible Action) a. Discussion and possible action on the February 25, 2013 Design Commission meeting minutes.	6:00 PM
3. NEW BUSINESS (Discussion and Possible Action): a. Briefing on Waller Creek (Stephanie McDonald, Waller Creek Conservancy).	6:05 PM
4. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060; b. Discussion and possible action on Design Commission Manual outline; c. Discussion and possible action on modifying start time for Design Commission meetings.	6:30 PM

5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) a. Standing Committees Reports; b. Working Group Reports; c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair.	7:15 PM
6. STAFF BRIEFINGS: None	7:20 PM
7. FUTURE AGENDA ITEMS	7:20 PM
8. ANNOUNCEMENTS a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff.	7:25 PM
ADJOURNMENT	7:30 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Shieh (Chair), Almy, Taniguchi

Working Groups

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4. Urban Design Guidelines Working Group: Cotera (Chair), Shieh, Almy
5. Urban Open Space Working Group: Whatley (Chair), Hasbrouck, Wiginton
6. Nomination Working Group: Cotera (Chair), Shieh, Wiginton
7. Education and Outreach Working Group: Hasbrouck (Chair), Cotera, Wiginton

Design Commission Liaisons

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DESIGN COMMISSION
MONDAY, APRIL 22, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

_____ Jim Robertson (COA – PDRD)

AGENDA

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	Approx time
CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. APPROVAL OF MINUTES (Discussion and Possible Action) a. Discussion and possible action on the March 25, 2013 Design Commission meeting minutes.	6:15 PM
3. NEW BUSINESS (Discussion and Possible Action): a. Briefing on regarding pilot program for street patios in the Downtown Austin area. (Gregory pepper, Austin Transportation Department).	6:20 PM
4. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060.	6:50 PM
5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) a. Standing Committees Reports; b. Working Group Reports;	7:15 PM

c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair.	
6. STAFF BRIEFINGS: None	7:20 PM
7. FUTURE AGENDA ITEMS	7:20 PM
8. ANNOUNCEMENTS a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff.	7:25 PM
ADJOURNMENT	7:30 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

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**DESIGN COMMISSION
SPECIAL-CALLED MEETING
MONDAY, MAY 13, 2013 6:00 – 8:30 PM
HILL COUNTRY BALLROOM
HYATT REGENCY AUSTIN, 208 BARTON SPRINGS ROAD,
AUSTIN, TX 78704**

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

AGENDA

CALL TO ORDER AND ROLL CALL

6:00 PM

DISCUSSION:

1. Attend “South Shore Central Sub-district of the Waterfront Overlay” presentation by John Fregonese of the Sustainable Places Project, sponsored by the City of Austin Waterfront Planning Advisory Board.

ADJOURN

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DESIGN COMMISSION
TUESDAY, MAY 28, 2013 6:00 PM
AUSTIN CITY HALL, EXECUTIVE SESSION ROOM 1027
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ James Shieh (JS) – Chair
 _____ Dean Almy (DA) – Vice Chair
 _____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
 _____ Jeannie Wiginton (JW)
 _____ Bart Whatley (BW)
 _____ Hope Hasbrouck (HH)

_____ Jorge E. Rousselin (COA – PDRD)
 Staff Liaison

AGENDA

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	Approx time
CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. APPROVAL OF MINUTES (Discussion and Possible Action) a. Discussion and possible action on the April 22, 2013 Design Commission meeting minutes.	6:15 PM
3. NEW BUSINESS (Discussion and Possible Action): None	6:20 PM
4. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060.	6:20 PM
5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) a. Standing Committees Reports; b. Working Group Reports; c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair.	7:15 PM

6. STAFF BRIEFINGS: None	7:20 PM
7. FUTURE AGENDA ITEMS	7:20 PM
8. ANNOUNCEMENTS <ul style="list-style-type: none"> a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff. 	7:25 PM
ADJOURNMENT	7:30 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

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2. Executive Committee: Shieh (Chair), Almy, Taniguchi

Working Groups

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4. Urban Design Guidelines Working Group: Cotera (Chair), Shieh, Almy
5. Urban Open Space Working Group: Whatley (Chair), Hasbrouck, Wiginton
6. Nomination Working Group: Cotera (Chair), Shieh, Wiginton
7. Education and Outreach Working Group: Hasbrouck (Chair), Cotera, Wiginton

Design Commission Liaisons

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2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
3. TOD Liaison: Shieh
4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

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Design Commission backup may be accessed at the following location:
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**DESIGN COMMISSION
SPECIAL-CALLED MEETING
TUESDAY, JUNE 11, 2013 6:00 PM
AUSTIN CITY HALL, EXECUTIVE SESSION ROOM 1027
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

_____ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

AGENDA

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	Approx time
CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060.	6:15 PM
ADJOURNMENT	8:00 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Shieh (Chair), Almy, Taniguchi

Working Groups

1. Project Review Working Group: Refer to rotating list
2. Comprehensive Plan Working Group: Taniguchi (Chair), Whatley, Hasbrouck
3. Non-Urban Project Review Working Group: Shieh (Chair), Whatley, Taniguchi
4. Urban Design Guidelines Working Group: Cotera (Chair), Shieh, Almy
5. Urban Open Space Working Group: Whatley (Chair), Hasbrouck, Wiginton
6. Nomination Working Group: Cotera (Chair), Shieh, Wiginton
7. Education and Outreach Working Group: Hasbrouck (Chair), Cotera, Wiginton

Design Commission Liaisons

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5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

Jorge E. Rousselin, Development Services Process Coordinator
Urban Design, Planning and Development Review Department
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704
Phone: (512) 974-2975 ■ Fax: (512) 974-2269 ■ E-mail: jorge.rousselin@austintexas.gov

Resources:

1. The Urban Design Guidelines for Austin can be accessed here: [Urban Design Guidelines for Austin](#)
2. Design Commission backup may be accessed here: [Design Commission Backup](#)



DESIGN COMMISSION
MONDAY, JUNE 24, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

_____ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

AGENDA

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	Approx time
CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. APPROVAL OF MINUTES (Discussion and Possible Action) a. Discussion and possible action on the May 28, 2013 Design Commission meeting minutes; b. Discussion and possible action on the June 11, 2013 Design Commission Special-called meeting minutes.	6:15 PM
3. NEW BUSINESS (Discussion and Possible Action): a. Briefing update on project status of the Seaholm Substation Screen Wall, located at future Second Street and future West Avenue, seeking input on budget driven design refinements. (Susan Lamb, COA-EGRSO). b. Discussion and possible action on the general ground improvements at Barton Springs Pool seeking feedback specifically on the appropriateness of lighting design that ensures safety and mitigates negative environmental and aesthetic impacts while enhancing the overall ambiance of Barton Springs Pool in accordance	6:20 PM

with City Council Ordinance no. 20130411-082. (Brian Larson - Larson, Burns, Smith).	
4. OLD BUSINESS (Discussion and Possible Action) <ul style="list-style-type: none"> a. Discussion and possible action on inclusion into the draft Infrastructure Design Guidelines references to pertinent technical design manuals developed by City departments. (Commissioner Hasbrouck; co-sponsored by Commissioner Almy); b. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060. 	7:00 PM
5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) <ul style="list-style-type: none"> a. Standing Committees Reports; b. Working Group Reports; c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair. 	8:20 PM
6. STAFF BRIEFINGS: None	8:25 PM
7. FUTURE AGENDA ITEMS	8:25 PM
8. ANNOUNCEMENTS <ul style="list-style-type: none"> a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff. 	8:30 PM
ADJOURNMENT	8:30 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

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Resources:

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**DESIGN COMMISSION
SPECIAL-CALLED MEETING
MONDAY, JULY 15, 2013 6:00 PM
AUSTIN CITY HALL, EXECUTIVE SESSION ROOM 1027
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
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_____ Jorge E. Rousselin (COA – PDRD)
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AGENDA

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CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060.	6:15 PM
ADJOURNMENT	8:00 PM

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2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
3. TOD Liaison: Shieh
4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

Jorge E. Rousselin, Development Services Process Coordinator
Urban Design, Planning and Development Review Department
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704
Phone: (512) 974-2975 ■ Fax: (512) 974-2269 ■ E-mail: jorge.rousselin@austintexas.gov

Resources:

1. The Urban Design Guidelines for Austin can be accessed here: [Urban Design Guidelines for Austin](#)
2. Design Commission backup may be accessed here: [Design Commission Backup](#)



DESIGN COMMISSION
MONDAY, JULY 22, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

_____ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

AGENDA

Please note: Posted times are for time-keeping purposes only. The Commission may take any item(s) out of order and no express guarantee is given that any item(s) will be taken in order or at the time posted.

	Approx time
CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. APPROVAL OF MINUTES (Discussion and Possible Action) a. Discussion and possible action on the June 24, 2013 Design Commission meeting minutes.	6:15 PM
3. NEW BUSINESS (Discussion and Possible Action): a. Discussion and possible action on the Rainey/East Ave Alley Vacation request located between Rainey Street and East Avenue at Driskill St. seeking support for the alley vacation. (Steve Metcalfe -Metcalfe Wolff Stuart & Williams, LLP).	6:20 PM
4. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060.	6:45 PM
5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) a. Standing Committees Reports;	7:45 PM

<ul style="list-style-type: none"> b. Working Group Reports; c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair. 	
6. STAFF BRIEFINGS: None	7:50 PM
7. FUTURE AGENDA ITEMS	7:50 PM
8. ANNOUNCEMENTS <ul style="list-style-type: none"> a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff. 	7:55 PM
ADJOURNMENT	8:00 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Shieh (Chair), Almy, Taniguchi

Working Groups

1. Project Review Working Group: Refer to rotating list
2. Comprehensive Plan Working Group: Taniguchi (Chair), Whatley, Hasbrouck
3. Non-Urban Project Review Working Group: Shieh (Chair), Whatley, Taniguchi
4. Urban Design Guidelines Working Group: Cotera (Chair), Shieh, Almy
5. Urban Open Space Working Group: Whatley (Chair), Hasbrouck, Wiginton
6. Nomination Working Group: Cotera (Chair), Shieh, Wiginton
7. Education and Outreach Working Group: Hasbrouck (Chair), Cotera, Wiginton

Design Commission Liaisons

1. Affordable Housing Liaison: Wiginton
2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
3. TOD Liaison: Shieh
4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
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Design Commission Staff Liaison:

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Resources:

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DESIGN COMMISSION
MONDAY, AUGUST 26, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

_____ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

AGENDA

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	Approx time
CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. APPROVAL OF MINUTES (Discussion and Possible Action) a. Discussion and possible action on the July 22, 2013 Design Commission meeting minutes.	6:15 PM
3. NEW BUSINESS (Discussion and Possible Action): a. Briefing, discussion, and possible action on a recommendation to the City Council on the draft Holly Shores/Edward Rendon Sr. at Festival Beach Park Master Plan. (Chris Matthews, Michael Van Valkenburgh and Associates, Inc.). b. Discussion and possible action on the project submittal for the Rundberg Lane extension from Metric Blvd. to Burnet Rd. located at the intersection of Burnet Rd. and McNiel Rd. seeking support for the lane extension. (Clay Harris, COA-PW)	6:20 PM
4. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060.	7:00 PM

5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) a. Standing Committees Reports; b. Working Group Reports; c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair.	7:45 PM
6. STAFF BRIEFINGS: None	7:50 PM
7. FUTURE AGENDA ITEMS	7:50 PM
8. ANNOUNCEMENTS a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff.	7:55 PM
ADJOURNMENT	8:00 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Shieh (Chair), Almy, Taniguchi

Working Groups

1. Project Review Working Group: Refer to rotating list
2. Comprehensive Plan Working Group: Taniguchi (Chair), Whatley, Hasbrouck
3. Non-Urban Project Review Working Group: Shieh (Chair), Whatley, Taniguchi
4. Urban Design Guidelines Working Group: Cotera (Chair), Shieh, Almy
5. Urban Open Space Working Group: Whatley (Chair), Hasbrouck, Wiginton
6. Nomination Working Group: Cotera (Chair), Shieh, Wiginton
7. Education and Outreach Working Group: Hasbrouck (Chair), Cotera, Wiginton
8. Infrastructure Design Guidelines:
 - a. Synthesis Working Group: Hasbrouck and Wiginton
 - b. Overview Working Group: Almy and Hasbrouck
 - c. Background Working Group: Taniguchi and Hasbrouck
 - d. Values and Vision Working Group: Cotera and Almy
 - e. Guidelines Working Group: Whatley and Shieh
 - f. Process Working Group: Wiginton and Shieh

Design Commission Liaisons

1. Affordable Housing Liaison: Wiginton
2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
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4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

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Resources:

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**DESIGN COMMISSION
SPECIAL-CALLED MEETING
FRIDAY, SEPTEMBER 6, 2013 8:00 AM
ONE TEXAS CENTER ROOM 500
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

_____ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

AGENDA

Please note: Posted times are for time-keeping purposes only. The Commission may take any item(s) out of order and no express guarantee is given that any item(s) will be taken in order or at the time posted.

	Approx time
CALL TO ORDER AND ROLL CALL	8:00 AM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	8:00 AM
2. OLD BUSINESS (Discussion and Possible Action) a. Discuss and possible action on the creation of Infrastructure Recommendations and to create a working group to complete the recommendations document.	8:15 AM
ADJOURNMENT	10:00 AM

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Design Commission Committees, Working Groups, and Liaisons

Committees

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Shieh (Chair), Almy, Taniguchi

Working Groups

1. Project Review Working Group: Refer to rotating list
2. Comprehensive Plan Working Group: Taniguchi (Chair), Whatley, Hasbrouck
3. Non-Urban Project Review Working Group: Shieh (Chair), Whatley, Taniguchi
4. Urban Design Guidelines Working Group: Cotera (Chair), Shieh, Almy
5. Urban Open Space Working Group: Whatley (Chair), Hasbrouck, Wiginton
6. Nomination Working Group: Cotera (Chair), Shieh, Wiginton
7. Education and Outreach Working Group: Hasbrouck (Chair), Cotera, Wiginton
8. Infrastructure Design Guidelines:
 - a. Synthesis Working Group: Hasbrouck and Wiginton
 - b. Overview Working Group: Almy and Hasbrouck
 - c. Background Working Group: Taniguchi and Hasbrouck
 - d. Values and Vision Working Group: Cotera and Almy
 - e. Guidelines Working Group: Whatley and Shieh
 - f. Process Working Group: Wiginton and Shieh

Design Commission Liaisons

1. Affordable Housing Liaison: Wiginton
2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
3. TOD Liaison: Shieh
4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

Jorge E. Rousselin, Development Services Process Coordinator
Urban Design, Planning and Development Review Department
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704
Phone: (512) 974-2975 ■ Fax: (512) 974-2269 ■ E-mail: jorge.rousselin@austintexas.gov

Resources:

1. The Urban Design Guidelines for Austin can be accessed here:
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**DESIGN COMMISSION
SPECIAL-CALLED MEETING
FRIDAY, SEPTEMBER 20, 2013 8:30 AM
ONE TEXAS CENTER ROOM 500
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

_____ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

AGENDA

Please note: Posted times are for time-keeping purposes only. The Commission may take any item(s) out of order and no express guarantee is given that any item(s) will be taken in order or at the time posted.

	Approx time
CALL TO ORDER AND ROLL CALL	8:30 AM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	8:30 AM
2. OLD BUSINESS (Discussion and Possible Action) a. Discuss and possible action on the latest created Infrastructure Guideline materials as directed by City Council Resolution No.: 20120816-060.	8:45 AM
ADJOURNMENT	10:00 AM

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Design Commission Committees, Working Groups, and Liaisons

Committees

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Shieh (Chair), Almy, Taniguchi

Working Groups

1. Project Review Working Group: Refer to rotating list
2. Comprehensive Plan Working Group: Taniguchi (Chair), Whatley, Hasbrouck
3. Non-Urban Project Review Working Group: Shieh (Chair), Whatley, Taniguchi
4. Urban Design Guidelines Working Group: Cotera (Chair), Shieh, Almy
5. Urban Open Space Working Group: Whatley (Chair), Hasbrouck, Wiginton
6. Nomination Working Group: Cotera (Chair), Shieh, Wiginton
7. Education and Outreach Working Group: Hasbrouck (Chair), Cotera, Wiginton
8. Infrastructure Design Guidelines:
 - a. Synthesis Working Group: Hasbrouck and Wiginton
 - b. Overview Working Group: Almy and Hasbrouck
 - c. Background Working Group: Taniguchi and Hasbrouck
 - d. Values and Vision Working Group: Cotera and Almy
 - e. Guidelines Working Group: Whatley and Shieh
 - f. Process Working Group: Wiginton and Shieh

Design Commission Liaisons

1. Affordable Housing Liaison: Wiginton
2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
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5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

Jorge E. Rousselin, Development Services Process Coordinator
Urban Design, Planning and Development Review Department
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704
Phone: (512) 974-2975 ■ Fax: (512) 974-2269 ■ E-mail: jorge.rousselin@austintexas.gov

Resources:

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DESIGN COMMISSION
MONDAY, SEPTEMBER 23, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

_____ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

AGENDA

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	Approx time
CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. APPROVAL OF MINUTES (Discussion and Possible Action) a. Discussion and possible action on the August 26, 2013 Design Commission meeting minutes.	6:15 PM
3. NEW BUSINESS (Discussion and Possible Action): a. Discussion and possible action to consider a recommendation for the 2 nd Street Bridge and Extension located at Second Street from West Avenue to east bank of Shoal Creek and Shoal Creek from Cesar Chavez to Third Street under site plan SP-2013-0079D, a proposed development greater than 1 acre in a P, public zoning district. (Cynthia Jordan, COA-PW). b. Discussion and possible action on the project submittal for Block 51 located at 110 San Antonio St. seeking support for the project. (James Schissler, Jones & Carter, Inc.).	6:20 PM

4. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060 including discussion on Design Commission's areas of critical concern.	7:00 PM
5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) a. Standing Committees Reports; b. Working Group Reports; c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair.	7:45 PM
6. STAFF BRIEFINGS: None	7:50 PM
7. FUTURE AGENDA ITEMS	7:50 PM
8. ANNOUNCEMENTS a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff.	7:55 PM
ADJOURNMENT	8:00 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

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2. Executive Committee: Shieh (Chair), Almy, Taniguchi

Working Groups

1. Project Review Working Group: Refer to rotating list
2. Comprehensive Plan Working Group: Taniguchi (Chair), Whatley, Hasbrouck
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4. Urban Design Guidelines Working Group: Cotera (Chair), Shieh, Almy
5. Urban Open Space Working Group: Whatley (Chair), Hasbrouck, Wiginton
6. Nomination Working Group: Cotera (Chair), Shieh, Wiginton
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8. Infrastructure Design Guidelines:
 - a. Synthesis Working Group: Hasbrouck and Wiginton
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 - f. Process Working Group: Wiginton and Shieh

Design Commission Liaisons

1. Affordable Housing Liaison: Wiginton
2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
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Design Commission Staff Liaison:

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Resources:

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DESIGN COMMISSION
MONDAY, OCTOBER 28, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ James Shieh (JS) – Chair
_____ Dean Almy (DA) – Vice Chair
_____ Evan Taniguchi (ET) – Secretary

_____ Juan E. Cotera (JC)
_____ Jeannie Wiginton (JW)
_____ Bart Whatley (BW)
_____ Hope Hasbrouck (HH)

_____ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

AGENDA

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	Approx time
CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. APPROVAL OF MINUTES (Discussion and Possible Action) a. Discussion and possible action on the September 23, 2013 Design Commission meeting minutes.	6:15 PM
3. NEW BUSINESS (Discussion and Possible Action): a. Discussion and possible action on the 2014 Design Commission meeting schedule; b. Election of Design Commission Officers for the next year.	6:30 PM
4. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060 including discussion on Design Commission's areas of critical concern.	6:45 PM
5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) a. Standing Committees Reports;	7:45 PM

<ul style="list-style-type: none"> b. Working Group Reports; c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair. 	
6. STAFF BRIEFINGS: None	7:50 PM
7. FUTURE AGENDA ITEMS	7:50 PM
8. ANNOUNCEMENTS <ul style="list-style-type: none"> a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff. 	7:55 PM
ADJOURNMENT	8:00 PM

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Design Commission Committees, Working Groups, and Liaisons

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 - c. Background Working Group: Taniguchi and Hasbrouck
 - d. Values and Vision Working Group: Cotera and Almy
 - e. Guidelines Working Group: Whatley and Shieh
 - f. Process Working Group: Wiginton and Shieh

Design Commission Liaisons

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4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
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7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

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Resources:

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**DESIGN COMMISSION EXECUTIVE COMMITTEE
THURSDAY, NOVEMBER 14, 2013 9– 10 AM
ONE TEXAS CENTER ROOM 560 – 5TH FLOOR
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Executive Committee Members

_____ Dean Almy (DA) – Chair
_____ Evan Taniguchi – Vice Chair (ET)

_____ Hope Hasbrouck– Secretary (HH)

_____ Jorge E. Rousselin, Staff Liaison
COA-PDRD

AGENDA

CALL TO ORDER and Roll Call

1. CITIZEN COMMUNICATION

The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

2. NEW BUSINESS (Discussion and possible action)

- a. Discussion and possible action on next year's agenda;
- b. Discussion and possible action on Completion of the infrastructure guidelines;
- c. Discussion and possible action on Design Commission Working Group structure.

3. ANNOUNCEMENTS

ADJOURNMENT

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**DESIGN COMMISSION EXECUTIVE COMMITTEE
THURSDAY, NOVEMBER 21, 2013 2:30 PM
ONE TEXAS CENTER ROOM 500 – 5TH FLOOR
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Executive Committee Members

_____ Dean Almy (DA) – Chair
_____ Evan Taniguchi – Vice Chair (ET)

_____ Hope Hasbrouck– Secretary (HH)

_____ Jorge E. Rousselin, Staff Liaison
COA-PDRD

AGENDA

CALL TO ORDER and Roll Call

1. CITIZEN COMMUNICATION

The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.

2. NEW BUSINESS (Discussion and possible action)

- a. Discussion and possible action on completion of the infrastructure guidelines.

3. ANNOUNCEMENTS

ADJOURNMENT

The City of Austin is committed to compliance with the American with Disabilities Act. Reasonable modifications and equal access to communications will be provided upon request. Meeting locations are planned with wheelchair access. If requiring Sign Language Interpreters or alternative formats, please give notice at least 3 days before the meeting date. Please call Annie Pennie in the Planning and Development Review Department, at annie.pennie@austintexas.gov or (512) 974-1403, for additional information; TTY users route through Relay Texas at 711.



DESIGN COMMISSION
MONDAY, NOVEMBER 25, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ Dean Almy (DA) – Chair	_____ Juan E. Cotera (JC)
_____ Evan Taniguchi (ET) – Vice Chair	_____ James Shieh (JS)
_____ Hope Hasbrouck (HH) – Secretary	_____ Jeannie Wiginton (JW)
	_____ Bart Whatley (BW)
	_____ Jorge E. Rousselin (COA – PDRD) Staff Liaison

AGENDA

Please note: Posted times are for time-keeping purposes only. The Commission may take any item(s) out of order and no express guarantee is given that any item(s) will be taken in order or at the time posted.

	Approx. time
CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. APPROVAL OF MINUTES (Discussion and Possible Action) <ul style="list-style-type: none">a. Discussion and possible action on the October 28, 2013 Design Commission meeting minutes;b. Discussion and possible action on the November 14, 2013 Executive Committee meeting minutes;c. Discussion and possible action on the September 6, 2013 Design Commission special-called meeting minutes;d. Discussion and possible action on the September 20, 2013 Design Commission special-called meeting minutes;e. Discussion and possible action on the July 15, 2013 Design Commission special-called meeting minutes;f. Discussion and possible action on the January 25, 2013 Executive Committee meeting minutes.	6:15 PM

3. NEW BUSINESS (Discussion and Possible Action): a. Discussion and possible action on the Aspen Heights Apartments schematic submittal located at 8 th Street and Nueces St. seeking support for the project and review for substantial compliance with the Urban Design Guidelines for Austin. (Brett Rhode, Rhode Partners).	6:30 PM
4. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on reorganizing all Design Commission working groups and liaisons to streamline process for efficiency.	7:00 PM
5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) a. Standing Committees Reports; b. Working Group Reports; c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair.	7:45 PM
6. STAFF BRIEFINGS: None	7:50 PM
7. FUTURE AGENDA ITEMS a. Transportation Criteria Manual Revisions	7:50 PM
8. ANNOUNCEMENTS a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff.	7:55 PM
ADJOURNMENT	8:00 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Shieh (Chair), Almy, Taniguchi

Working Groups

1. Project Review Working Group: Refer to rotating list
2. Comprehensive Plan Working Group: Taniguchi (Chair), Whatley, Hasbrouck
3. Non-Urban Project Review Working Group: Shieh (Chair), Whatley, Taniguchi
4. Urban Design Guidelines Working Group: Cotera (Chair), Shieh, Almy
5. Urban Open Space Working Group: Whatley (Chair), Hasbrouck, Wiginton
6. Nomination Working Group: Cotera (Chair), Shieh, Wiginton
7. Education and Outreach Working Group: Hasbrouck (Chair), Cotera, Wiginton
8. Infrastructure Design Guidelines:
 - a. Synthesis Working Group: Hasbrouck and Wiginton
 - b. Overview Working Group: Almy and Hasbrouck
 - c. Background Working Group: Taniguchi and Hasbrouck
 - d. Values and Vision Working Group: Cotera and Almy
 - e. Guidelines Working Group: Whatley and Shieh
 - f. Process Working Group: Wiginton and Shieh

Design Commission Liaisons

1. Affordable Housing Liaison: Wiginton
2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
3. TOD Liaison: Shieh
4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

Jorge E. Rousselin, Development Services Process Coordinator
Urban Design, Planning and Development Review Department
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704
Phone: (512) 974-2975 ■ Fax: (512) 974-2269 ■ E-mail: jorge.rousselin@austintexas.gov

Resources:

1. The Urban Design Guidelines for Austin can be accessed here:
[Urban Design Guidelines for Austin.](#)
2. Design Commission backup may be accessed here: [Design Commission Backup.](#)



DESIGN COMMISSION
MONDAY, NOVEMBER 25, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

ADDENDUM

The following items was inadvertently left off the agenda

4. OLD BUSINESS (Discussion and Possible Action) <ul style="list-style-type: none">b. Discussion and possible action on timeline and related documents for accomplishing Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060.c. Discussion and possible action on process for evaluating projects seeking review for substantial compliance of the Urban Design Guidelines for Austin under the Density Bonus Program for Downtown.	7:00 PM
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DESIGN COMMISSION
MONDAY, DECEMBER 16, 2013 6:00 PM
AUSTIN CITY HALL, COUNCIL CHAMBERS ROOM 1001
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

_____ Dean Almy (DA) – Chair	_____ Juan E. Cotera (JC)
_____ Evan Taniguchi (ET) – Vice Chair	_____ James Shieh (JS)
_____ Hope Hasbrouck (HH) – Secretary	_____ Jeannie Wiginton (JW)
	_____ Bart Whatley (BW)
	_____ Jorge E. Rousselin (COA – PDRD) Staff Liaison

AGENDA

Please note: Posted times are for time-keeping purposes only. The Commission may take any item(s) out of order and no express guarantee is given that any item(s) will be taken in order or at the time posted.

	Approx. time
CALL TO ORDER AND ROLL CALL	6:00 PM
1. CITIZEN COMMUNICATION: GENERAL The first five speakers signed up prior to the meeting being called to order will each be allowed a three-minute allotment to address their concerns regarding items not posted on the agenda.	6:00 PM
2. APPROVAL OF MINUTES (Discussion and Possible Action) a. Discussion and possible action on the November 25, 2013 Design Commission meeting minutes.	6:15 PM
3. NEW BUSINESS (Discussion and Possible Action): None	6:20 PM
4. OLD BUSINESS (Discussion and Possible Action) a. Discussion and possible action on documents related to accomplishing Design Guidelines for infrastructure projects as directed by City Council Resolution No. 20120816-060.	6:20 PM
5. COMMITTEE AND LIAISON REPORTS (Discussion and Possible Action) a. Standing Committees Reports; b. Working Group Reports; c. Liaison Reports; d. Appointment of Committee/Working Group members by Chair.	7:15 PM
6. STAFF BRIEFINGS: None	7:20 PM
7. FUTURE AGENDA ITEMS a. Transportation Criteria Manual Revisions	7:20 PM

8. ANNOUNCEMENTS a. Chair Announcements; b. Items from Commission Members; and c. Items from City Staff.	7:25 PM
ADJOURNMENT	7:30 PM

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Design Commission Committees, Working Groups, and Liaisons

Committees

1. Bylaws/Policies & Procedures Committee: Wiginton (Chair), Cotera, Whatley
2. Executive Committee: Almy (Chair), Taniguchi, Hasbrouck

Working Groups

1. Planning and Urban Design Working Group: Whatley (Chair), Cotera, Shieh
2. Architecture and Development Working Group: Almy (Chair), Taniguchi, Cotera
3. Landscape and Infrastructure Working Group: Hasbrouck (Chair), Wiginton, Almy
4. Public Engagement Working Group: Wiginton (Chair), Taniguchi, Hasbrouck

Design Commission Liaisons

1. Affordable Housing Liaison: Wiginton
2. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
3. TOD Liaison: Shieh
4. East Riverside Master Plan: Shieh
5. Airport Boulevard Redevelopment Initiative: Whatley
6. South Shore Waterfront SDAT: Almy
7. Imagine Austin Comprehensive Plan: Taniguchi
8. Downtown Wayfinding: Taniguchi

Design Commission Staff Liaison:

Jorge E. Rousselin, Development Services Process Coordinator
Urban Design, Planning and Development Review Department
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704
Phone: (512) 974-2975 ■ Fax: (512) 974-2269 ■ E-mail: jorge.rousselin@austintexas.gov

Resources:

1. The Urban Design Guidelines for Austin can be accessed here:
[Urban Design Guidelines for Austin.](#)
2. Design Commission backup may be accessed here: [Design Commission Backup.](#)



DESIGN COMMISSION Annual Internal Review

This report covers the time period of 1-1-2013 to 12/31/2013

ATTACHMENT 2

Approved minutes of each board meeting held in the previous year



**DESIGN COMMISSION EXECUTIVE COMMITTEE
FRIDAY, JANUARY 25, 2013 9 AM – 10 AM
ONE TEXAS CENTER ROOM 560 – 5TH FLOOR
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Executive Committee Members

___P___ James Shieh (JS) – Chair
___P___ Dean Almy – Vice Chair (DA)

___P___ Evan Taniguchi – Secretary (ET)

___P___ Jorge E. Rousselin, Staff Liaison
COA-PDRD

Meeting Minutes

CALL TO ORDER by Chair Shieh at 9:08 AM

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and possible action)

- a. Discussion and possible action on the June 22, 2012 Executive Committee meeting minutes.

The motion to approve the minutes as drafted made by E. Taniguchi, Second by D. Almy was approved on a vote of [3-0].

3. NEW BUSINESS (Discussion and possible action)

- a. Discussion of the 2013 Design Commission Annual Work Plan
b. Discussion and possible action on Phase I of the Infrastructure Design Guidelines

Items (a) and (b) were taken discussed together:

- a. Discussion on the Annual Work Plan was held addressing previous draft submitted with emphasis on information to provide.
b. Discussion on Phase I of the Infrastructure Guidelines outlined areas of discussion and how to define infrastructure projects that define the public realm. Specifically which projects should the guidelines address and how such projects will be evaluated.
The Committee took no action and referred the above items to the full Commission for review and action.

4. ANNOUNCEMENTS: None

ADJOURNMENT by consensus at 10:13 AM



**DESIGN COMMISSION
MONDAY, JANUARY 28, 2013 5:45 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

Current Commission Members

 P James Shieh (JS) – Chair
 P Dean Almy (DA) – Vice Chair
 P Evan Taniguchi (ET) – Secretary

 P Juan E. Cotera (JC)
 P Jeannie Wiginton (JW)
 A Bart Whatley (BW)
 P Hope Hasbrouck (HH)

 P Jorge E. Rousselin (COA – PDRD)
Staff Liaison

Meeting Minutes

Call to order by: Chair J. Shieh at 5:54 PM.

Roll Call: B. Whatley not present.

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

a. Discussion and possible action on the November 26, 2012 Design Commission meeting minutes.

The motion to approve the minutes as drafted made by J. Cotera; Second by J. Wiginton was approved on a vote of [6-0]. [B. Whatley not present]

3. NEW BUSINESS (Discussion and Possible Action)

Mr. Rey Hernandez gave a presentation on the Republic Square concept. Mr. Phillip Koski with Design Workshop assisted in presenting the project. Concerns with relationship to courthouse and history of plaza – reflection of history and reference.

The motion to support project as presented with request to come back at early design development stage made by J. Shieh; Second by J. Wiginton was approved on a vote of [6-0] [B. Whatley not present].

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060.

Discussion on progress of infrastructure design guidelines with discussion on expansion of work plan, include sustainability.

Chair will assign discussion points for each working group. No action by Commission.

- b. Discussion and possible action on Design Commission's Annual Report.

Discussion on annual report format and various topics with proposed changes and direction to education and outreach working group to develop manual with written directive.

No action by commission.

- c. Discussion and possible action on Design Commission "Pillars." (Chair Shieh)

No action by Commission and remove this item from future agendas.

- d. Discussion and possible action on a Vision Monograph proposal for the next year. (Commissioner Cotera).

No action by Commission and remove this item from future agendas.

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**

- b. Working Group Reports: **None**

- c. Liaison Reports:
Commissioner Almy: Southshore SDAT report received by the city.

- d. Appointment of Committee/Working Group members by Chair: **None**

6. STAFF BRIEFINGS

None

7. FUTURE AGENDA ITEMS

None

8. ANNOUNCEMENTS

a. Chair Announcements: **Lecture on retrofitting suburbia by Elen Dunham-Jones**

b. Items from Commission Members: **None**

c. Items from City Staff: **None**

ADJOURNMENT by consensus at: 8:25 PM



DESIGN COMMISSION
MONDAY, FEBRUARY 25, 2013 5:45 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

 P James Shieh (JS) – Chair
 A Dean Almy (DA) – Vice Chair
 P Evan Taniguchi (ET) – Secretary

 P Juan E. Cotera (JC)
 P Jeannie Wiginton (JW)
 P Bart Whatley (BW)
 P Hope Hasbrouck (HH)

 P Jorge E. Rousselin (COA – PDRD)
Staff Liaison

Meeting Minutes

Call to order by: Chair J. Shieh at 5:57 PM.

Roll Call: D. Almy not present.

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

a. Discussion and possible action on the January 28, 2013 Design Commission meeting minutes.

The motion to approve the minutes as drafted made by J. Wiginton; Second by J. Cotera was approved on a vote of [6-0]. [D. Almy not present]

b. Discussion and possible action on the March 13, 2012 Bylaws/Policies and Procedures Committee meeting minutes.

The motion to approve the minutes as drafted made by J. Cotera; Second by E. Taniguchi was approved on a vote of [6-0]. [D. Almy not present]

- c. Discussion and possible action on the May 16, 2012 Planning Commission and Design Commission Special called meeting minutes.

The motion to approve the minutes as drafted made by H. Hasbrouck; Second by J. Cotera was approved on a vote of [6-0]. [D. Almy not present]

3. NEW BUSINESS (Discussion and Possible Action)

None

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060.

Discussion on tasks given to various working groups with integration plans and review of urban design guidelines.

Motion to come up with a list of projects to review and not review for which infrastructure design guidelines would apply and send to infrastructure working group for review and condense into one list and how it falls within Subchapter E, Imagine Austin, UDG, etc. made by J. Cotera; Second by J. Wiginton was approved on a vote of [6-0]. [D. Almy not present]

- b. Discussion and possible action on Design Commission's Annual Report.

Review of annual Design Commission report with changes as recommended at last meeting.

The motion to approve work plan as drafted, presented and modified on the Dias made by J. Cotera; Second by J. Shieh was approved on a vote of [6-0]. [D. Almy not present]

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**

- b. Working Group Reports:

Education and outreach working group report:

- **Recommendation to revise Urban Design Guidelines**
- **Proposed outline for Design Commission Manual**
- **Continued development of monographs**
- **Resources required**

- c. Liaison Reports:

Downtown Commission to discuss Downtown Plan implementation

- ACC Downtown campus rezonings/ DAP
- Cirrus Logic at 6th and West Avenue/ transition zones

d. Appointment of Committee/Working Group members by Chair: **None**

6. STAFF BRIEFINGS

None

7. FUTURE AGENDA ITEMS

Discussion of proposed manual outline

8. ANNOUNCEMENTS

- a. Chair Announcements: **None**
- b. Items from Commission Members: **None**
- c. Items from City Staff: **None**

ADJOURNMENT by consensus at: 7:45 PM



**DESIGN COMMISSION
MONDAY, MARCH 25, 2013 5:45 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

Current Commission Members

<u>_P_</u> James Shieh (JS) – Chair	<u>_A_</u> Juan E. Cotera (JC)
<u>_A_</u> Dean Almy (DA) – Vice Chair	<u>_P_</u> Jeannie Wiginton (JW)
<u>_P_</u> Evan Taniguchi (ET) – Secretary	<u>_P_</u> Bart Whatley (BW)
	<u>_EA_</u> Hope Hasbrouck (HH)
	<u>_P_</u> Jim Robertson (COA – PDRD)

*EA=Excused absence

Meeting Minutes

Call to order by: Chair J. Shieh at 5:49 PM.

Roll Call: D. Almy, J. Cotera, H. Hasbrouck not present.

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

- a. Discussion and possible action on the February 25, 2013 Design Commission meeting minutes.

The motion to approve the minutes as drafted made by J. Wiginton; Second by E. Taniguchi was approved on a vote of [4-0]. [D. Almy, J. Cotera, H. Hasbrouck not present]

[D. Almy arrived at 5:54 pm]

3. NEW BUSINESS (Discussion and Possible Action)

- a. Briefing on Waller Creek (Stephanie McDonald, Waller Creek Conservancy).

Ms. Stephanie McDonald gave a presentation/briefing on Waller Creek discussing next steps for the project. A financing and preliminary plan presentation will follow later.

No action by Commission

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060.

Discussion on framework for draft guidelines by Chair Shieh based on discussions by the non-urban project review working group.

No action by Commission.

- b. Discussion and possible action on Design Commission's Annual Report.

The motion to remove this item from the agenda was approved on consensus.

- c. Discussion and possible action on modifying start time for Design Commission meetings.
The motion to start at 6pm for all future Design Commission meetings made by J. Shieh; Second by B. Whatley was approved on a vote of [5-0]. [H. Hasbrouck; J. Cotera not present]

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**
- b. Working Group Reports: **None**
- c. Liaison Reports:
 - **Commissioner Almy reported on scenarios for restructuring of South Shore Central. May 13th public presentation on Sustainability Tool.**
 - **Downtown Commission presentation on WC**
 - **ACC rezoning request**
- d. Appointment of Committee/Working Group members by Chair: **None**

6. STAFF BRIEFINGS

None

7. FUTURE AGENDA ITEMS: None

8. ANNOUNCEMENTS

- a. Chair Announcements: **Assist J. Wiginton on public input for infrastructure**
- b. Items from Commission Members: **None**
- c. Items from City Staff: **None**

ADJOURNMENT by consensus at: 8:12 PM



**DESIGN COMMISSION
MONDAY, APRIL 22, 2013 5:45 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

Current Commission Members

<input type="checkbox"/> P James Shieh (JS) – Chair	<input type="checkbox"/> P Juan E. Cotera (JC)
<input type="checkbox"/> A Dean Almy (DA) – Vice Chair	<input type="checkbox"/> P Jeannie Wiginton (JW)
<input type="checkbox"/> P Evan Taniguchi (ET) – Secretary	<input type="checkbox"/> A Bart Whatley (BW)
	<input type="checkbox"/> P Hope Hasbrouck (HH)
	<input type="checkbox"/> P Jim Robertson (COA – PDRD)

Meeting Minutes

Call to order by: Chair J. Shieh at 6:05 PM.

Roll Call: D. Almy, B. Whatley not present.

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

a. Discussion and possible action on the March 25, 2013 Design Commission meeting minutes.

The motion to approve the minutes as drafted made by E. Taniguchi; Second by J. Whatley was approved on a vote of [5-0]. [D. Almy; B. Whatley not present]

[B. Whatley arrived @ 6:10 pm]

3. NEW BUSINESS (Discussion and Possible Action)

a. Briefing on regarding pilot program for street patios in the Downtown area. (Gregory Pepper, Austin Transportation Department).

E. Taniguchi: Will smoking be allowed?

J. Shieh: How do you handle complaints with parking request, restrooms, etc. (could go beyond what was reviewed for a site plan)

J. Cotera: Exclusivity? Café: Existing café rules allow exclusivity.

H. Hasbrouck: Is it limited to adjacent existing uses?

I. e. – could someone who doesn't own a business nearby?
Currently thinking oriented to adjacent business.

B. Watley: Should have limit on locations.

I. e. could have too much of a good thing.

Have to be careful about loss of parking.

Should allow 1 year only, subject to renewal. [To allow other businesses a chance.]

Should be limited only to adjacent businesses.

J. Shieh: Also likes 1 year with renewal.

Could it be used for direct merchandising?

Probably not.

No action taken by commission.

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060.

Discussion (including Kit Johnson) of “triggers” and other aspects.

J. Shieh walked through his handout.

Bart: Will send Jorge a copy of working document.

- Distributed to commissioners for comment.
- Their comments should come back to Jorge.

No action by Commission.

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**

- b. Working Group Reports: **None**

- c. Liaison Reports:

Bart: Downtown Commission

d. Appointment of Committee/Working Group members by Chair: **None**

6. STAFF BRIEFINGS

None

7. FUTURE AGENDA ITEMS

8. ANNOUNCEMENTS

a. Chair Announcements: **None**

b. Items from Commission Members: **None - H. Hasbrouck will not be at May meeting.**

c. Items from City Staff: **None**

ADJOURNMENT by consensus at: 8:02 PM



**DESIGN COMMISSION
SPECIAL-CALLED MEETING
MONDAY, MAY 13, 2013 6:00 – 8:30 PM
HILL COUNTRY BALLROOM
HYATT REGENCY AUSTIN, 208 BARTON SPRINGS ROAD,
AUSTIN, TX 78704**

Current Commission Members

☐A James Shieh (JS) – Chair
☐P Dean Almy (DA) – Vice Chair
☐P Evan Taniguchi (ET) – Secretary

☐A Juan E. Cotera (JC)
☐A Jeannie Wiginton (JW)
☐A Bart Whatley (BW)
☐P Hope Hasbrouck (HH)

Meeting Minutes

**A QUORUM OF THE COMMISSION WAS NOT PRESENT AND THEREFORE THE
DESIGN COMMISSION SPECIAL-CALLED MEETING DID NOT CONVENE**

CALL TO ORDER AND ROLL CALL

6:00 PM

DISCUSSION:

1. Attend “South Shore Central Sub-district of the Waterfront Overlay” presentation by John Fregonese of the Sustainable Places Project, sponsored by the City of Austin Waterfront Planning Advisory Board.

ADJOURN

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**DESIGN COMMISSION
TUESDAY, MAY 28, 2013 6:00 PM
AUSTIN CITY HALL, EXECUTIVE SESSION ROOM 1027
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

Current Commission Members

<u> </u> P <u> </u> James Shieh (JS) – Chair	<u> </u> P <u> </u> Juan E. Cotera (JC)
<u> </u> P <u> </u> Dean Almy (DA) – Vice Chair	<u> </u> A <u> </u> Jeannie Wiginton (JW)
<u> </u> P <u> </u> Evan Taniguchi (ET) – Secretary	<u> </u> P <u> </u> Bart Whatley (BW)
	<u> </u> A <u> </u> Hope Hasbrouck (HH)
	<u> </u> P <u> </u> Jorge E. Rousselin (COA – PDRD) Staff Liaison

Meeting Minutes

Call to order by: Chair J. Shieh @ 6:01 pm

Roll Call: J. Wiginton, H. Hasbrouck not present.

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

a. Discussion and possible action on the April 22, 2013 Design Commission meeting minutes.

The motion to approve the minutes as drafted made by E. Taniguchi; Second by J. Cotera was approved on a vote of [5-0]. [H. Hasbrouck, J. Wiginton not present]

3. NEW BUSINESS (Discussion and Possible Action)

None

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060.

Discussion on infrastructure Design Guidelines Framework as drafted by Chair Shieh to discuss various sections of Design Guidelines. Discussed interim report to council. Chair made assignments to various sections of guidelines. To various work groups.

No action by Commission.

J. Wiginton arrived at 6:17 pm/Left at 7:45 pm.

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

a. Standing Committees Reports: **None**

b. Working Group Reports: **None**

c. Liaison Reports:

None

d. Appointment of Committee/Working Group members by Chair: **None**

6. STAFF BRIEFINGS

None

7. FUTURE AGENDA ITEMS

8. ANNOUNCEMENTS

a. Chair Announcements: **None**

b. Items from Commission Members: **None**

c. Items from City Staff: **None**

ADJOURNMENT by consensus at: 7:56 PM



**DESIGN COMMISSION
SPECIAL-CALLED MEETING
TUESDAY, JUNE 11, 2013 6:00 PM
AUSTIN CITY HALL, EXECUTIVE SESSION ROOM 1027
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

Current Commission Members

☐ P ☐ James Shieh (JS) – Chair
☐ A ☐ Dean Almy (DA) – Vice Chair
☐ P ☐ Evan Taniguchi (ET) – Secretary

☐ P ☐ Juan E. Cotera (JC)
☐ P ☐ Jeannie Wiginton (JW)
☐ P ☐ Bart Whatley (BW)
☐ P ☐ Hope Hasbrouck (HH)

☐ P ☐ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

Meeting Minutes

CALL TO ORDER by Chair Shieh at 6:15 PM

[D. Almy not present]

1. CITIZEN COMMUNICATION: None

2. OLD BUSINESS (Discussion and Possible Action)

Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060.

Discussion on Design Guideline format as submitted by Commissioner Cotera. Discussion on sections to include into guidelines framework. Assignments given by the Chair to various commissioners to draft sections and bring drafts to next meeting.

No action taken by the Commission.

ADJOURNMENT by consensus at 8:28 PM



**DESIGN COMMISSION
MONDAY, JUNE 24, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

Current Commission Members

<input type="checkbox"/> P James Shieh (JS) – Chair	<input type="checkbox"/> P Juan E. Cotera (JC)
<input type="checkbox"/> P Dean Almy (DA) – Vice Chair	<input type="checkbox"/> P Jeannie Wiginton (JW)
<input type="checkbox"/> P Evan Taniguchi (ET) – Secretary	<input type="checkbox"/> P Bart Whatley (BW)
	<input type="checkbox"/> P Hope Hasbrouck (HH)
	<input type="checkbox"/> P Jorge E. Rousselin (COA – PDRD) Staff Liaison

Meeting Minutes

Call to order by: Chair J. Shieh @ 6:06 pm

Roll Call: J. Cotera, B. Whatley not arrived yet.

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

a. Discussion and possible action on the May 28, 2013 Design Commission meeting minutes.

The motion to approve the minutes as drafted made by J. Wiginton; Second by D. Almy was approved on a vote of [5-0]. [J. Cotera; B. Whatley not arrived yet].

b. Discussion and possible action on the June 11, 2013 Design Commission Special-called meeting minutes.

The motion to approve the minutes as drafted by H. Hasbrouck; Second by J. Shieh was approved on a vote of [5-0], [J. Cotera; B. Whatley not arrived yet].

3. NEW BUSINESS (Discussion and Possible Action)

a. Briefing update on project status of the Seaholm Substation Screen Wall, located at future Second Street and future West Avenue, seeking input on budget driven design refinements. (Susan Lamb, COA-EGRSO)

Ms. Sue Lamb gave an update on the Seaholm Screen Wall. Commissioners provided feedback on landscaping options and lighting options. The Commission had concerns with getting wall without design alternates. Lighting options are critical in terms of priority along with streetscape components.

No action by Commission.

[B. Whatley arrived @ 6:15 pm]

[J. Cotera arrived @ 6:40 pm]

b. Discussion and action on the general ground improvements at Barton Springs Pool seeking feedback specifically on the appropriateness of lighting design that ensures safety and mitigates negative environmental and aesthetic impacts while enhancing the overall ambiance of Barton Springs Pool in accordance with City Council Ordinance No: 20130411-082. (Brian Larson – Larson, Burns, Smith).

Mr. Brian Larson provided a report to the commission on lighting design along with Jeff Clifford and Dorin McMann. The commission reviewed and provided comments on proposed lighting options.

The motion to express Design Commission support and endorsement for lighting design as presented made by D. Almay; Second by J. Wiginton was approved on a vote of [7-0].

4. OLD BUSINESS (Discussion and Possible Action)

a. Discussion and possible action on inclusion into the draft Infrastructure Design Guidelines references to pertinent technical design manuals developed by City departments. (Commissioner Hasbrouck; co-sponsored by Commissioner Almy);

Commissioner Hasbrouck gave a summary about technical criteria manuals and its connection to the Infrastructure Design Guidelines.

The motion to make direct reference to City of Austin technical manuals into the Design Guidelines section of the report made by H. Hasbrouck; Second by J. Shieh was approved on a vote of [7-0].

b. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No. 20120816-060.

Discussion by chair on proposed update letter to council. Changes to letter were discussed. Assignment of work groups was made by chair. Special called meeting on July 15th.

The following Design Commission Working Groups were created by the Chair to assist with crafting the Infrastructure Design Guidelines:

- 1. Synthesis Working Group - HH and JW**
- 2. Overview Working Group - DA and HH**
- 3. Background Working Group - ET and HH**
- 4. Values and Vision Working Group - JC and DA**
- 5. Guidelines Working Group - BW and JS**
- 6. Process Working Group - JW and JS**

No action by commission.

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**
- b. Working Group Reports: **None**
- c. Liaison Reports:

SSC: Additional presentation at AIA TSA Austin Connection this August.

- d. Appointment of Committee/Working Group members by Chair: **See 3B**

6. STAFF BRIEFINGS

None

7. FUTURE AGENDA ITEMS

8. ANNOUNCEMENTS

- a. Chair Announcements: **None**
- b. Items from Commission Members: **None**
- c. Items from City Staff: **None**

ADJOURNMENT by consensus at: 8:57 PM



**DESIGN COMMISSION
SPECIAL-CALLED MEETING
MONDAY, JULY 15, 2013 6:00 PM
AUSTIN CITY HALL, EXECUTIVE SESSION ROOM 1027
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

Current Commission Members

☐ P ☐ James Shieh (JS) – Chair
☐ P ☐ Dean Almy (DA) – Vice Chair
☐ P ☐ Evan Taniguchi (ET) – Secretary

☐ P ☐ Juan E. Cotera (JC)
☐ P ☐ Jeannie Wiginton (JW)
☐ P ☐ Bart Whatley (BW)
☐ P ☐ Hope Hasbrouck (HH)

☐ P ☐ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

Meeting Minutes

CALL TO ORDER by Chair Shieh at 6:08 PM. [J. Wiginton not arrived yet]

1. CITIZEN COMMUNICATION: None

[J. Wiginton arrived at 6:10 PM].

2. OLD BUSINESS (Discussion and Possible Action)

Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No.: 20120816-060.

Draft action letter read into the record by Chair Shieh.

The motion to approve letter as drafted and read into the record made by J. Shieh, Second by E. Taniguchi was approved on a vote of [7-0].

Discussion continued on infrastructure design guidelines outline format and categories.

No further action taken by the Commission.

ADJOURNMENT by consensus at 8:06 PM



**DESIGN COMMISSION
MONDAY, JULY 22, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

Current Commission Members

<input type="checkbox"/> P James Shieh (JS) – Chair	<input type="checkbox"/> P Juan E. Cotera (JC)
<input type="checkbox"/> P Dean Almy (DA) – Vice Chair	<input type="checkbox"/> P Jeannie Wiginton (JW)
<input type="checkbox"/> P Evan Taniguchi (ET) – Secretary	<input type="checkbox"/> P Bart Whatley (BW)
	<input type="checkbox"/> P Hope Hasbrouck (HH)
	<input type="checkbox"/> P Jorge E. Rousselin (COA – PDRD) Staff Liaison

Meeting Minutes

Call to order by: Chair J. Shieh @ 6:07 pm

Roll Call: J. Wiginton not arrived yet.

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

a. Discussion and possible action on the June 24, 2013 Design Commission meeting minutes.

The motion to approve the minutes as corrected made by H. Hasbrouck; Second by D. Almy was approved on a vote of [6-0]. [J. Wiginton not arrived yet].

3. NEW BUSINESS (Discussion and Possible Action)

a. Discussion and possible action on the Rainey/East Ave Alley Vacation request located between Rainey Street and East Avenue at Driskill St. seeking support for the alley vacation. (Steve Metcalfe – Metcalfe Wolff Stuart & Williams, LLP).

Mr. Steve Metcalfe gave a presentation on the alley vacation request. Discussing details of existing alley and proposed request. Mr. Jim Zemski – Project Architect presented details of the building design.

Mr. Clifton Steed spoke in support of request.

The motion to support alley vacation as presented made by J. Cotera; Second by J. Wiginton was approved on a vote of [7-0].

[J. Wiginton arrived @ 6:25 pm]

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No. 20120816-060.

Discussion on draft letter as drafted by Chair Shieh and as amended on the Dias.

Motion to approve as amended made by J. Shieh; Second by J. Wiginton was approved on a vote of [7-0].

Discussion on proposed structure of table of Contents with amendments as discussed on the Dias.

Delete 1.2. 1.3 and 1.4 to be moved somewhere else.

The motions to approve Table of Contents as discussed on Dias and give Synthesis Group authority to add made by J. Shieh; Second by J. Cotera was approved on a vote of [7-0].

Motion to approve intro as amended on Dias made by J. Wiginton; Second by J. Shieh was approved on a vote of [7-0]

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**
- b. Working Group Reports: **None**
- c. Liaison Reports:

Downtown Commission met in July – Rainey Street Masterplan.

- d. Appointment of Committee/Working Group members by Chair: **None**

6. STAFF BRIEFINGS

None

7. FUTURE AGENDA ITEMS

8. ANNOUNCEMENTS

- a. Chair Announcements: **None**
- b. Items from Commission Members: **None**
- c. Items from City Staff: **None**

ADJOURNMENT by consensus at: 8:10 PM



**DESIGN COMMISSION
MONDAY, AUGUST 26, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701**

Current Commission Members

<input type="checkbox"/> P <input type="checkbox"/> James Shieh (JS) – Chair	<input type="checkbox"/> EA* <input type="checkbox"/> Juan E. Cotera (JC)
<input type="checkbox"/> P <input type="checkbox"/> Dean Almy (DA) – Vice Chair	<input type="checkbox"/> EA* <input type="checkbox"/> Jeannie Wiginton (JW)
<input type="checkbox"/> P <input type="checkbox"/> Evan Taniguchi (ET) – Secretary	<input type="checkbox"/> P <input type="checkbox"/> Bart Whatley (BW)
	<input type="checkbox"/> P <input type="checkbox"/> Hope Hasbrouck (HH)
	<input type="checkbox"/> P <input type="checkbox"/> Jorge E. Rousselin (COA – PDRD) Staff Liaison

*Excused Absence

Meeting Minutes

Call to order by: Chair J. Shieh @ 6:04 pm

Roll Call: J. Cotera; Wiginton not present with excused absences.

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

- a. Discussion and possible action on the July 22, 2013 Design Commission meeting minutes.
The motion to approve the minutes as drafted made by E. Taniguchi; Second by D. Almy was approved on a vote of [5-0]. [J. Cotera; Wiginton not present].

3. NEW BUSINESS (Discussion and Possible Action)

- a. Briefing, discussion and possible action on a recommendation to the City Council on the draft Holly Shores/Edward Rendon Sr. at Festival Beach Park master Plan. (Chris Matthews, Michael Van Valkenburgh and Associates, Inc.)

Mr. Chris Yanez introduced the item also introducing Lynn Osgood and Chris Matthews from the consultant team. Mr. Chris Matthews gave a presentation on the proposed Master Plan.

The motion to enthusiastically endorse Master Plan as presented and recommend implementation made by J. Shieh; Second by B. Whatley was approved on a vote of [5-0]. [J. Cotera; J. Wiginton not present].

- b. Discussion and possible action on the project submittal for the Rundberg Lane extension from Metric Blvd. to Burnet Road located at the intersection of Burnet Road and McNiel Rd. seeking support for the lane extension. (Clay Harris, COA-PW)

Mr. Clay Harris presented the project to the commission. The commission provided feedback on the lane extension. Ms. Christine Freundl fielded questions from the Commission.

No action by commission

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060.

The Commission discussed direction by Council offices and assigned various working groups to develop recommendations.

No action by commission.

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**

- b. Working Group Reports: **None**

- c. Liaison Reports:

South Shore Central: Council approved Master Plan Production for next year.

Downtown Commission: Creation of additional Downtown Plan – Rainey presentation of draft special events ordinance.

- d. Appointment of Committee/Working Group members by Chair: **None**

6. STAFF BRIEFINGS

None

7. FUTURE AGENDA ITEMS: None

8. ANNOUNCEMENTS

- a. Chair Announcements: **None**

b. Items from Commission Members: **None**

c. Items from City Staff: **None**

ADJOURNMENT by consensus at: 8:12 PM



**DESIGN COMMISSION
SPECIAL-CALLED MEETING
FRIDAY, SEPTEMBER 6, 2013 8:00 AM
ONE TEXAS CENTER ROOM 500
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Current Commission Members

<input type="checkbox"/> P <input type="checkbox"/> James Shieh (JS) – Chair	<input type="checkbox"/> P <input type="checkbox"/> Juan E. Cotera (JC)
<input type="checkbox"/> EA <input type="checkbox"/> Dean Almy (DA) – Vice Chair	<input type="checkbox"/> P <input type="checkbox"/> Jeannie Wiginton (JW)
<input type="checkbox"/> P <input type="checkbox"/> Evan Taniguchi (ET) – Secretary	<input type="checkbox"/> P <input type="checkbox"/> Bart Whatley (BW)
	<input type="checkbox"/> A <input type="checkbox"/> Hope Hasbrouck (HH)
	<input type="checkbox"/> P <input type="checkbox"/> Jorge E. Rousselin (COA – PDRD) Staff Liaison

*EA= Excused Absence

Meeting Minutes

CALL TO ORDER by Chair Shieh at 8:25 AM. [D. Almy and H. Hasbrouck not present]

1. CITIZEN COMMUNICATION: None

2. OLD BUSINESS (Discussion and Possible Action)

Discuss and possible action on the creation of Infrastructure Recommendations and to create a working group to complete the recommendations document.

Update given by Commissioner Taniguchi and Commissioner Whatley on meeting with Council Member Morrison with emphasis on areas of critical concern.

Discussion moved on to areas of critical concern and how such can be summarized into a document to be provided to interested applicants addressing issues mostly addressed by the Commission.

The Chair appointed E. Taniguchi, B. Whatley, and D. Almy to a working group to finalize recommendations to the document with direction to develop cross-section. No further action taken by the Commission.

ADJOURNMENT by consensus at 9:35 AM



**DESIGN COMMISSION
SPECIAL-CALLED MEETING
FRIDAY, SEPTEMBER 20, 2013 8:30 AM
ONE TEXAS CENTER ROOM 500
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Current Commission Members

<input type="checkbox"/> P James Shieh (JS) – Chair	<input type="checkbox"/> P Juan E. Cotera (JC)
<input type="checkbox"/> P Dean Almy (DA) – Vice Chair	<input type="checkbox"/> P Jeannie Wiginton (JW)
<input type="checkbox"/> P Evan Taniguchi (ET) – Secretary	<input type="checkbox"/> P Bart Whatley (BW)
	<input type="checkbox"/> A Hope Hasbrouck (HH)
	<input type="checkbox"/> P Jorge E. Rousselin (COA – PDRD) Staff Liaison

Meeting Minutes

CALL TO ORDER by Chair Shieh at 8:40 AM.

[J. Wiginton not arrived yet]; [H. Hasbrouck not present]

1. CITIZEN COMMUNICATION: None

[J. Wiginton arrived at 8:45 AM]

2. OLD BUSINESS (Discussion and Possible Action)

Discuss and possible action on the latest created Infrastructure Guideline materials as directed by City Council Resolution No.: 20120816-060.

Update given by Commissioner Taniguchi on draft documentation prepared for follow-up meeting with Council Member Morrison and Google Fiber and discussion on short and long-term purpose of document.

Commission agreed to review draft document and come prepared to discuss issues related to the Google Fiber proposed “huts” for Monday, September 23, 2013.

No action taken by the Commission.

ADJOURNMENT by consensus at 9:18 AM



DESIGN COMMISSION
MONDAY, SEPTEMBER 23, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

<input type="checkbox"/> P James Shieh (JS) – Chair	<input type="checkbox"/> P Juan E. Cotera (JC)
<input type="checkbox"/> A* Dean Almy (DA) – Vice Chair	<input type="checkbox"/> A Jeannie Wiginton (JW)
<input type="checkbox"/> P Evan Taniguchi (ET) – Secretary	<input type="checkbox"/> P Bart Whatley (BW)
	<input type="checkbox"/> A* Hope Hasbrouck (HH)
	<input type="checkbox"/> P Jorge E. Rousselin (COA – PDRD) Staff Liaison

*Excused Absence

Meeting Minutes

Call to order by: Chair J. Shieh @ 6:05 pm

Roll Call: H. Hasbrouck; D. Almy; J. Wiginton not present with excused absences.

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

- a. Discussion and possible action on the August 26, 2013 Design Commission meeting minutes.
The motion to approve the minutes as drafted made by B. Whatley; Second by J. Shieh was approved on a vote of [4-0]. [H. Hasbrouck; D. Almy; J. Wiginton not present].

3. NEW BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action to consider a recommendation for the 2nd Street Bridge and Extension located at Second Street from West Avenue to east bank of Shoal Creek and Shoal Creek from Cesar Chavez to Third Street under site plan SP-2013-0079D, proposed development greater than 1 acre in a P, public zoning district. (Cynthia Jordan, COA-PW).

Ms. Cynthia Jordan and Mr. Kevin Sweat gave a presentation on the project providing an update showing project details, final renderings and seeking support for the project.

The motion to support project as presented made by J. Cotera; Second by E. Taniguchi was approved on a vote of [4-0]. [H. Hasbrouck; D. Almay; J. Wiginton not present]

- b. Discussion and possible action on the project submittal for Block 1 located at 110 San Antonio St. seeking support for the project. (James Schissler, Jones & Carter, Inc.)

Mr. Brian Embry, Mr. Jim Schissler, and Mr. Fred Evans gave a presentation on the project.

No action by commission.

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060 including discussion on Design Commission's areas of critical concern.

Discussion on draft document containing Commission's areas of critical concern to be used as a basis for discussions with Google Fiber. No action by commission.

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**
- b. Working Group Reports: **None**
- c. Liaison Reports:

Downtown Commission: Music Commission re: Red River Cultural District

- d. Appointment of Committee/Working Group members by Chair: **None**

6. STAFF BRIEFINGS

None

7. FUTURE AGENDA ITEMS: None

8. ANNOUNCEMENTS

- a. Chair Announcements: **Grand opening of AARC and Street Festival Saturday morning.**
- b. Items from Commission Members: **None**
- c. Items from City Staff: **None**

ADJOURNMENT by consensus at: 7:43 PM



DESIGN COMMISSION
MONDAY, OCTOBER 28, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

☐ P___ Dean Almy (DA) – Chair
☐ A___ James Shieh (JS) – Vice Chair
☐ P___ Evan Taniguchi (ET) – Secretary

☐ P___ Juan E. Cotera (JC)
☐ P___ Jeannie Wiginton (JW)
☐ A___ Bart Whatley (BW)
☐ P___ Hope Hasbrouck (HH)

☐ P___ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

*Excused Absence

Meeting Minutes

Call to order by: Chair D. Almy @ 6:04 pm

Roll Call: [D. Almay; B. Whatley not present]

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

- a. Discussion and possible action on the September 23, 2013 Design Commission meeting minutes.
The motion to approve the minutes as drafted made by E. Taniguchi; Second by J. Wiginton was approved on a vote of [5-0]. [D. Almay; B. Whatley not present].

3. NEW BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on the 2014 Design Commission meeting schedule.
The motion to accept schedule as presented made by J. Wiginton; Second by J. Shieh was approved on a vote of [5-0]. [D. Almay; B. Whatley not present]
- b. Election of Design Commission Officers for the next year.
The commission discussed nominations for officers and the following were proposed:

Chair: D. Almy
Vice Chair: E. Taniguchi
Secretary: H. Hasbrouck

The motion to accept nominations as presented made by J. Shieh; Second by J. Cotera was approved on a vote of [5-0]. [D. Almy; B. Whatley not present]

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on draft work plan to craft Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060.

Summary of next steps and report from Google Fiber Meeting and what to discuss at the next meetings with Google.

Agree to designate working group to work with commissioners to assist with items E through M.

No action by commission

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**
- b. Working Group Reports: **None**
- c. Liaison Reports: **None**
- d. Appointment of Committee/Working Group members by Chair: **Principles working group: E. Taniguchi; B. Whatley; D. Almy**

6. STAFF BRIEFINGS: None

7. FUTURE AGENDA ITEMS: TCM rewrite (Gary Schatz)

8. ANNOUNCEMENTS

- a. Chair Announcements: **None**
- b. Items from Commission Members: **H. Hasbrouck: See Terrell @ UT Campus**
- c. Items from City Staff: **None**

ADJOURNMENT by consensus at: 7:27 PM



**DESIGN COMMISSION EXECUTIVE COMMITTEE
THURSDAY, NOVEMBER 14, 2013 9– 10 AM
ONE TEXAS CENTER ROOM 560 – 5TH FLOOR
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Executive Committee Members

☐P___ Dean Almy (DA) – Chair

☐P___ Evan Taniguchi – Vice Chair (ET)

☐P___ Hope Hasbrouck– Secretary (HH)

☐P___ Jorge E. Rousselin, Staff Liaison
COA-PDRD

Meeting Minutes

CALL TO ORDER by Chair Almy at 9:07 AM

1. CITIZEN COMMUNICATION: None

2. NEW BUSINESS (Discussion and possible action)

- a. Discussion and possible action on next year's agenda
The Committee reviewed the 2012 annual report and discussed items to consider including in the 2013 report.
No action by the Committee
- b. Discussion and possible action on Completion of the infrastructure guidelines;
This item was postponed to the November 21, 2013 meeting of the Executive Committee by consensus.
- c. Discussion and possible action on Design Commission Working Group structure.
The Committee discussed current Working Group structure and ways to improve Design Commission efficiency by streamlining the working groups.

The recommended structure is as follows:

1. Planning and Urban Design Working Group
2. Architecture and Development Working Group
3. Landscape and Infrastructure Working Group
4. Public Engagement Working Group

The motion to recommend to the Design Commission to reorganize all working groups and liaisons as presented and to consider reorganizing Commission liaisons according to new working group structure in order to streamline process and efficiency made by D. Almy; second by H. Hasbrouck was approved on a vote of [3-0].

- 3. ANNOUNCEMENTS: Next meeting of the Design Commission Executive Committee will be on November 21, 2013 at 2:30 PM**

ADJOURNMENT at 10:22 AM by consensus.



**DESIGN COMMISSION EXECUTIVE COMMITTEE
THURSDAY, NOVEMBER 21, 2013 2:30 PM
ONE TEXAS CENTER ROOM 500 – 5TH FLOOR
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

Executive Committee Members

 P Dean Almy (DA) – Chair

 P Evan Taniguchi – Vice Chair (ET)

 P Hope Hasbrouck– Secretary (HH)

 P Jorge E. Rousselin, Staff Liaison
COA-PDRD

Meeting Minutes

CALL TO ORDER by Chair Almy at 2:35 PM – all present

1. CITIZEN COMMUNICATION: None

2. NEW BUSINESS (Discussion and possible action)

- a. Discussion and possible action on completion of the infrastructure guidelines.

The Committee discussed how to address Infrastructure Guidelines framework by breaking down tasks through working groups. Discussion included identifying at least ten critical City departments to engage:

Austin Energy	PDRD
Austin Water	Sustainability
PARD	Austin Transportation
Public Works	
Watershed	

Discussion also centered around the creation of engagement questions to present to the various departments once staff meetings begin.

No action by the Committee.

3. ANNOUNCEMENTS: None

ADJOURNMENT at 3:45 by consensus



DESIGN COMMISSION
MONDAY, NOVEMBER 25, 2013 6:00 PM
AUSTIN CITY HALL, BOARDS AND COMMISSIONS ROOM 1101
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

☐ P___ Dean Almy (DA) – Chair
☐ P___ James Shieh (JS) – Vice Chair
☐ P___ Evan Taniguchi (ET) – Secretary

☐ P___ Juan E. Cotera (JC)
☐ P___ Jeannie Wiginton (JW)
☐ P___ Bart Whatley (BW)
☐ P___ Hope Hasbrouck (HH)

☐ P___ Jorge E. Rousselin (COA – PDRD)
Staff Liaison

*Excused Absence

Meeting Minutes

Call to order by: Chair D. Almy @ 6:04 pm
Roll Call: All present

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

- a. Discussion and possible action on the October 28, 2013 Design Commission meeting minutes.

The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]

- b. Discussion and possible action on the November 14, 2013 Executive Committee meeting minutes.

The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]

- c. Discussion and possible action on the September 6, 2013 Design Commission special-called meeting minutes;

The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]

- d. Discussion and possible action the September 20, 2013 Design Commission special-called meeting minutes;

The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]

- e. Discussion and possible action on the July 15, 2013 Design Commission special-called meeting minutes;

The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]

- f. Discussion and possible action on the January 25, 2013 Executive Committee meeting minutes.

The motion to approve minutes as drafted made by E. Taniguchi; second by H. Hasbrouck was approved on a vote of [7-0]

3. NEW BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on the Aspen Heights Apartments schematic submittal located at 8th Street and Nueces St. seeking support for the project and review for substantial compliance with the Urban Design Guidelines for Austin. (Brett Rhode, Rhode Partners).

- **Mr. Brett Rhode gave a presentation on the Aspen Heights Apartments schematic submittal demonstrating substantial compliance with the Urban Design Guidelines for Austin.**
- **Concerns with lack of retail on first floor and activation of ground level by Commissioner Cotera.**

The motion to accept project as presented and declaring it is substantially compliant with Urban Design Guidelines with the following recommendations:

- 1. Assure adaptability of ground floor spaces along San Antonio St. and Nueces to 8th in order to activate public realm.**
- 2. Demonstrate strategies for visual compatibility or programmatic uses of the garage roof;**

made by D. Almy; Second by J. Wiginton was approved on a vote of [6-1]. [J. Cotera voting against]

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on reorganizing all Design Commission working groups and liaisons to streamline process for efficiency.

Discussion on current structure of work groups and recommendations on how to reorganize as drafted.

The motion to reorganize the work group structure with the following as crafted:

- 1. Planning and Urban Design: Chair – B. Whatley; J. Cotera; J. Shieh**
- 2. Architectural & Development: Chair - D. Almy; E. Taniguchi; J. Cotera**
- 3. Landscape & Infrastructure: Chair – H. Hasbrouck; J. Wiginton; D. Almy**
- 4. Public Engagement: Chair – J. Wiginton; E. Taniguchi; H. Hasbrouck**

Next Density Bonus Project Review to Planning and Urban Design Working Group

Made by D. Almy; Second by H. Hasbrouck was approved on a vote of [7-0].

- b. Discussion and possible action on timeline and related documents for accomplishing Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060.

Discussion by chair on draft timeline for completing infrastructure Design Guidelines.

The motion to accept document as drafted and have a special-called meeting with departments made by D. Almy; Second by J. Cotera was approved on a vote of [7-0].

- c. Discussion and possible action on process for evaluating projects seeking review for substantial compliance of the Urban Design Guidelines for Austin under the Density Bonus Program for Downtown.

Discussion on predictable process for review under Density Bonus Program as drafted.

The motion to adopt as corrected on Dias made by J. Shieh; Second by E. Taniguchi was approved on a vote of [7-0].

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**
- b. Working Group Reports: **None**
- c. Liaison Reports: **None**
- d. Appointment of Committee/Working Group members by Chair: Per Item #4A

6. STAFF BRIEFINGS: None

7. FUTURE AGENDA ITEMS: Transportation Criteria Manual Revisions

8. ANNOUNCEMENTS

- a. Chair Announcements: **None**

- b. Items from Commission Members: Report from Commissioner Almy on meeting with Google Fiber.
- c. Items from City Staff: Next Design Commission Meeting on December 16th.
- d. **ADJOURNMENT by consensus at: 8:26 PM**



DESIGN COMMISSION
MONDAY, DECEMBER 16, 2013 6:00 PM
AUSTIN CITY HALL, COUNCIL CHAMBERS ROOM 1001
301 W. SECOND STREET, AUSTIN, TEXAS 78701

Current Commission Members

<input type="checkbox"/> P___ Dean Almy (DA) – Chair	<input type="checkbox"/> A___ Juan E. Cotera (JC)
<input type="checkbox"/> A___ James Shieh (JS) – Vice Chair	<input type="checkbox"/> P___ Jeannie Wiginton (JW)
<input type="checkbox"/> P___ Evan Taniguchi (ET) – Secretary	<input type="checkbox"/> A___ Bart Whatley (BW)
	<input type="checkbox"/> P___ Hope Hasbrouck (HH)
	<input type="checkbox"/> P___ Jorge E. Rousselin (COA – PDRD) Staff Liaison

*Excused Absence

Meeting Minutes

Call to order by: Chair D. Almy @ 6:04 pm
Roll Call: All present

1. CITIZEN COMMUNICATION: None

2. APPROVAL OF MINUTES (Discussion and Possible Action)

- a. Discussion and possible action on the November 25, 2013 Design Commission meeting minutes.

The motion to approve minutes as drafted made by J. Wiginton; second by H. Hasbrouck was approved on a vote of [4-0]. [B. Whatley; J. Cotera; J. Shieh]

3. NEW BUSINESS (Discussion and Possible Action) None

4. OLD BUSINESS (Discussion and Possible Action)

- a. Discussion and possible action on timeline and related documents for accomplishing Design Guidelines for infrastructure projects as directed by City Council Resolution No: 20120816-060.

Discussion on draft material prepared by landscape and infrastructure work group to engage staff. Commission requested all Commissioners come prepared to discuss questions to engage Staff. No action by the Commission.

5. COMMITTEE AND WORKING GROUP REPORTS (Discussion and Possible Action)

- a. Standing Committees Reports: **None**
- b. Working Group Reports: **None**
- c. Liaison Reports: **None**
- d. Appointment of Committee/Working Group members by Chair: **None**

6. STAFF BRIEFINGS: None

7. FUTURE AGENDA ITEMS: Transportation Criteria Manual Revisions

8. ANNOUNCEMENTS

- a. Chair Announcements: **None**
- b. Items from Commission Members: **None**
- c. Items from City Staff: **None**

ADJOURNMENT by consensus at: 6:32 PM



DESIGN COMMISSION Annual Internal Review

This report covers the time period of 1-1-2013 to 12/31/2013

ATTACHMENT 3

Each resolution or written recommendation sent to the Council in the previous year



JAMES SHIEH
CHAIR

DEAN ALMY
VICE CHAIR

EVAN TANIGUCHI
SECRETARY

JUAN COTERA

HOPE HASBROUCK

BART WHATLEY

JEANNIE WIGINTON

GEORGE ADAMS
EXECUTIVE LIAISON

JORGE E. ROUSSELIN
STAFF LIAISON

Austin Design Commission

Board/Commission Recommendation

20130722-004A

Update to Mayor and Council on crafting of Infrastructure Design Guidelines
as requested by Resolution No. 20120816-060.

Unanimously approved by the Design Commission on a 7-0 vote.

July 30, 2013

Dear Mayor and Councilmembers,

We would like to update you on our progress in developing the new Infrastructure Design Guidelines for the City of Austin in response to City Council Resolution 20120816-060. Infrastructure comprises a significant part of the urban environment and approaching this issue has presented a tremendous challenge to the Commission. After numerous discussions with staff, departments, and within the Commission, we are developing a clear framework to address infrastructure related projects. The Urban Design Guidelines has served as the model to ensure that the document will be familiar and fit in with current expectations and process. The focus of the guidelines is to shape its relationship to the urban landscape and not affect the technical requirements.

Given the complexity of the work, the Design Commission requests staff assistance for the next fiscal year. Specifically we will need 2 staff personnel for 6 months to work on graphics, editorial, photo selections, and desktop publishing on a part time basis.

The following document is the Introduction and Table of Contents for the Infrastructure Design Guidelines. A version with more detailed information will be distributed to the appropriate departments for review and comment. We will continue to develop the document and interface with the departments to ensure inclusion and understanding of its proper use.

Thank you very much for the opportunity to explore and address such an important issue of for the City.

If you have any questions, please feel free to contact us anytime.

Sincerely,

James Shieh
Chair, Design Commission

Table of Contents

Section 1	Introduction (DA & HH)	1-1
1.1	Design Commission Mission for Infrastructural Design	1-1
1.2	The Virtues of Integrative Design	1-1
1.2.1	Examples of Integrative Design (Great Streets)	1-1
Section 2	Contextual History (ET & HH)	2-1
2.1	Significance of Infrastructure	2-1
2.2	Define Infrastructure	2-1
2.3	Existing City of Austin Infrastructure Guidelines	2-1
2.4	Technical Criteria Manuals Currently in Use	2-2
Section 3	Values and Vision for the Design Commission (DA & JC)	3-1
3.1	Design Principles- Specific to Infrastructure	3-1
3.2	Introduction to Values	3-1
3.2.1	Humane Character	3-2
3.2.2	Density	3-2
3.2.3	Sustainability	3-2
3.2.4	Diversity	3-3
3.2.5	Economic Vitality	3-3
3.2.6	Civic Art	3-3
3.2.7	A Sense of Time	3-4
3.2.8	Unique Character	3-4
3.2.9	Authenticity	3-5
3.2.10	Safety	3-5
3.2.11	Connection with Outdoors	3-5
3.2.12	Compact and Connected	3-6
3.3	A Vision for Our Infrastructure	3-6
3.3.1	Promote an intuitive understanding of the layout of any urban place	3-6
3.3.2	Reinforce the sense of time and historical continuity	3-6
3.3.3	Foster physical continuity	3-6
3.3.4	Develop the public nature of all urban places	3-6
3.3.5	Encourage a diversity of uses, activities and sizes of development	3-6
3.3.6	Encourage public and private investment in the future of Austin	3-7
3.3.7	Reinforce the unique character of Austin	3-7
3.3.8	Create a safe urban environment	3-7
3.3.9	Create a comfortable urban environment	3-7
3.3.10	Create a hierarchy of transportation which begins with pedestrians	3-7
3.3.11	Actively promote civic art	3-7
3.3.12	Encourage a vibrant cultural atmosphere	3-7
3.3.13	Encourage intense street level activity	3-8
3.3.14	Maintain a sense of connection to the natural environment	3-8
3.3.15	Encourage an architecture whose design responds to functional needs and reinforces urban activities	3-8
3.3.16	Encourage quality building	3-8
3.3.17	Promote urban residential uses	3-8
3.3.18	Create an economically vibrant urban area	3-8

3.3.19	Strive for environmental balance.....	3-8
3.3.20	Create an interconnected system of attractive open spaces.....	3-8
Section 4	Design Guidelines (JS & BW)	4-1
4.1	Area Wide Guidelines	4-1
4.1.1	Site Selection.....	4-1
4.1.2	Infrastructure Development Should Align with Sustainability Goals.....	4-1
4.1.3	Buffering Against Adjacent Uses	4-2
4.1.4	Minimize Public Risk	4-2
4.2	Mobility Components	4-2
4.2.1	Bridges.....	4-2
4.2.2	Rail.....	4-2
4.2.3	Bus	4-2
4.2.4	Parking Lots.....	4-2
4.2.5	Wayfinding.....	4-2
4.3	Mobility Systems- Infrastructure Along Roads, Pathways.....	4-3
4.3.1	Seen and experienced infrastructure – systematic.....	4-3
4.3.2	Roads and Pathways.....	4-3
4.3.3	Reference Urban Design Guidelines – Guidelines for the Public Streetscape	4-3
4.4	Ecological Infrastructure	4-3
4.4.1	Watersheds.....	4-3
4.4.2	Parks & Conservation Areas.....	4-4
4.4.3	Landscape Systems	4-4
4.5	Utilities.....	4-4
4.5.1	Unseen and Not Experienced.....	4-4
4.5.2	Importance.....	4-4
4.5.3	Factors to consider.....	4-4
4.5.4	Water Detention, Treatment.....	4-5
4.5.5	Water Towers	4-5
4.5.6	Utility Buildings.....	4-5
Section 5	Process (JS & JW).....	5-1
5.1	Qualifying Projects.....	5-1
5.1.1	Use the checklist (similar to Urban Design Guideline Checklist currently used).....	5-1
5.1.2	Staff to Promote Design Coordination (City Architect).....	5-1
5.2	Requirements for Submission to the Design Commission.....	5-1
5.2.1	Reasons to have set process standards.....	5-1
5.2.1.1	Clear Guideline Implementation Process.....	5-1
5.2.2	Design phase when to come to Design Commission	5-1
5.2.3	Cross Department Cooperation	5-2
5.2.4	Exhibits required – focus is to depict the relationship to the public experience	5-2
5.2.5	Schedule.....	5-2
5.2.6	Expected Outcomes.....	5-2
5.2.7	Process for Stakeholder Engagement	5-2
5.2.7.1	Current Stakeholder Project Involvement philosophy	5-2
5.2.7.2	Stakeholder Process/Objectives	5-2
5.2.7.3	Stakeholder Input and Fiscal Responsibility	5-3
5.3	Integrative Department Processes	5-4
5.3.1	Integration of Technical Criteria Manual Across Departments.....	5-4
5.3.1.1	Strategic Facilities Governance Committee	5-4
5.3.1.2	Capital Planning Office	5-4

	5.3.1.3	Real-estate.....	5-4
	5.3.1.4	Building Department	5-4
5.4		Challenges and Benefits of Integrated Design	5-4

Section 1

Introduction (DA & HH)

The Design Commission provides advisory recommendations to the City Council on matters pertaining to the quality of proposed urban development, and as requested by the Council, assists in developing public policy and in promoting excellence in the design and development of Austin's built environment. In our capacity as stewards of Austin's built identity, Council has asked the Design Commission to broaden its scope to include policies and standards for the design and review of the infrastructural components of our city. This annual of Infrastructure Design Guidelines, is meant to complement both the city's Urban Design Guidelines, and the Imagine Austin Comprehensive Plan. The Infrastructure Design Guidelines address the design character and construction of components and systems that structure and support the ongoing development and growth of the City of Austin and aim to enable the City to attain its vision of becoming the most livable city in the country.

Infrastructure can generally be defined as the set of interconnected structural components that provide the necessary supporting framework for urban development. Typically referring to the technical structures that support a society's needs, such as roads, bridges, water supply, sewers, electrical grids, telecommunications, and so forth, infrastructure is comprised of "the physical components of interrelated systems providing commodities and services essential to enable, sustain, or enhance societal living conditions." [Fulmer, 2009]. The Design Commission is primarily concerned with achieving excellence in the design of such structures and systems.

Infrastructure plays two primary roles in the design of urban environments: performative, and connective. Performative in this context refers to the capacity of the infrastructure to accomplish the technical function for which the system has been designed, be it the distribution and collection of water, electricity, transportation, etc., or the provision of systems of public space, streets, sidewalks, etc. Performative standards and criteria are the purview of City Staff and City Departments. Connective refers to the ability of infrastructure to integrate disparate urban development components and projects into an integrated system. Connective also refers to the socially supportive role that infrastructure may play in enhancing the quality of life of the citizens of Austin. The Design Commission seeks to work with and advise City Staff, City Departments, and developers on attaining excellence in the design and integration of the physical and social systems of our city.

These Infrastructure Guidelines outline the vision, principles and connective design criteria that are required for the design of our city's urban structure. The Infrastructure Design Guidelines provide the necessary framework for the design of a compact, connected and sustainable urban environment for Austin. The Design Commission's role in evaluating infrastructure proposals is to ensure that each development project is designed adequately and systematically reflects the values and principles espoused by the framework.

1.1 Design Commission Mission for Infrastructural Design

1.2 The Virtues of Integrative Design

1.2.1 Examples of Integrative Design (Great Streets)

Section 2

Contextual History (ET & HH)

2.1 Significance of Infrastructure

(CALC. percentage of Austin service area dedicated to infrastructure)

2.2 Define Infrastructure

2.3 Existing City of Austin Infrastructure Guidelines

Due to the recent adoption of the Imagine Austin Comprehensive Plan, which is built around the concept of “compact and connected”, infrastructure suddenly takes on a new meaning, as it will be the element that connects the activity centers, whether it’s transportation, utilities, or green space/watersheds. So, this is a good time to reassess what infrastructure is, or needs to be, as we face many environmental challenges for the next thirty years, something the new Comp Plan espouses as tantamount for Austin’s future. Infrastructure must now support smart, positive development in a sustainable way.

But, some of this reassessment of infrastructure already has a good start, in such City of Austin planning efforts as those listed below. It’s great when infrastructure is addressed in these master plans, as it can be specific to that area or concept, but when it doesn’t apply to a certain area or concept, the Infrastructure Design Guidelines will need to be implemented.

- The Great Streets Master Plan- promotes walkability through smart streetscape design and integrates bicycle paths and public transportation, encouraging less reliance on the automobile. The Bicycle Master Plan goes even further in developing bike routes throughout the City.
- The Austin Resource Recovery Master Plan- promotes minimal waste by through recycling. The goal is to keep 90% of discarded materials out of the landfill by 2040.
- The Watershed Master Plan- assesses erosion, flood and water quality problems in Austin. It also prioritizes and implements effective solutions that address all three problems.
- Airport Boulevard, Riverside Drive, Burnet Road Corridor Studies- these separate studies envision transforming these areas from auto-dominated, aging corridors, to people-oriented destinations with lots of people living, working and playing within walking distance of transit. The Airport Blvd Study goes one step further in implementing form-based code, which can control environmental standards in a more sustainable manner than traditional zoning.

Transit Oriented Design Ordinance and Station Standards- TOD district boundaries are established and TOD district zoning classification is identified. The Station Area Plans include specific design standards and development goals for each TOD district (located around transit stops on the city’s rail line), including land use regulation, density, building height, site and building design, and general standards.

2.4 Technical Criteria Manuals Currently in Use

Section 3

Values and Vision for the Design Commission (DA & JC)

3.1 Design Principles- Specific to Infrastructure

Design plays an important role in the development of a compacted and connected urban fabric that functions well. A sustainable, compact and connected city is an element of the vision of the comprehensive plan, Imagine Austin.

Design Guidelines are not to conflict with safety codes, federal guidelines, Homeland Security, or other similar safety standards.

Design principles should not rely on interpretation by staff, but instead should be a clear checklist. The design principles are meant to give a broad vision so that city departments can continue to make specific guidelines that are most applicable to them.

3.2 Introduction to Values

To paraphrase the Urban Design Guidelines, the city is a community of people and how people interact with buildings and the infrastructure is informed by values shared by the people. The Commission believes that, for Austin, important shared values include:

- Humane Character
- Density
- Sustainability
- Diversity
- Economic Vitality
- Civic Art
- A Sense of Time
- Unique Character
- Authenticity
- Safety
- A Connection to the Outdoors

The design of our Austin infrastructure, as well as the design of our buildings, must be based on the people's basic shared values

Although not necessarily exhaustive in scope, these shared values constitute the foundation for the infrastructure design guidelines that follow.

3.2.1 Humane Character

Humane character is of value because it is the basis for comfort in a built environment, and people are more inclined to live, shop, eat or recreate in a city whose infrastructure supports an environment that is physically and psychologically comfortable. The design of our infrastructure, whether streets, parks or even underground or overhead utility systems, should demonstrate that it was built for people; it should foster a sense in inhabitants that this place was made for comfortable human living. Designers, developers and transportation engineers can move the physical nature of the city closer to an ideal human habitat, while recognizing that urban places are special and more concentrated. In the same way, the use of materials, the scale of construction, human amenities, the mitigation of sunlight, the level of complexity, the design of streets, open space, water, waste water and power systems, communication systems, and the amount of plants and trees may all be manipulated to suggest that urban areas have been designed for human use. This understanding will contribute to a sense of well-being as we feel well matched to our surroundings – as we feel that they have been designed for us. It will also promote the use of our sidewalks and streets by pedestrians, increasing the activity level and economic viability of the city core. Humane character is achieved when people no longer distinguish infrastructure separately from the built environment, when they no longer perceive it as an obstacle.

3.2.2 Density

Density refers to the concentration of people, buildings and activities. With this concentration comes a great efficiency and vitality. We value density because density facilitates commercial and social interaction by simply placing many people together in a relatively compact space. The serendipity arising from this inevitable interaction is evident in all great cities of the world.

Density and concentration are not to be confused with overcrowding. According to Jane Jacobs in *The Death and Life of Great American Cities*, density is critical “to generate exuberant diversity in a city’s streets and districts.” In the same book Jacobs quotes Lewis Mumford on the function of the city. In summary, density promotes vitality and diversity. In the suburbs where most often there is neither density nor diversity, it is a homogenous majority that defines the character of the community. Dense urban places are, by their very nature, highly diverse in character and therefore more representative and democratic in character, more experientially diverse and exciting.

Infrastructure can enhance the nature of a dense urban environment or, when not well designed, can in effect turn density into unhealthy overcrowding.

3.2.3 Sustainability

Sustainability is a value because a city that is self sustaining—that which achieves an ongoing and maintainable balance between the total resources it consumes and the total resources it creates—is better able to survive over a long time period. A sustainable infrastructure is an infrastructure which promotes a healthy urban ecology. The city is a setting for our lives and the life of our families, and this constancy contributes to a sense of well being, a sense that we are part of a more civic whole. Sustainability considers that future generations in Austin should have flexibility and choice available to them as it was to our generation.

Sustainability addresses more than the simple effort to minimize energy consumption, emphasize “green” construction practices, and institutionalize recycling. It also encompasses the reuse of existing infrastructure, the creation of an infrastructure with long life spans, and the creation of an infrastructure with built-in flexibility to allow for differing future uses. Sustainability assumes that our community is a human community and that the built environment is an extension of the infrastructure which allows a dense population to live in a relatively small area in relative comfort. Sustainability also encompasses economic sustainability, leading to the conclusion that our economic health requires an affordable infrastructure that supports the commercial spaces and that investment in these spaces can provide returns necessary to support it.

3.2.4 Diversity

The support of diversity (the distinction of characteristics, qualities, or elements) is a societal strength and one of the central principles of democracy. A diverse place for living ignites the imagination, capturing cultural and business pursuits. Diversity fosters inclusive ownership of private, public, and civic amenities. Diversity in our built environment and infrastructure applies to function, culture, style, and use. Development which is multiuse or diverse in other ways will result in a city that evolves into a rich and vibrant place to live, work, and play, and will support continued economic growth.

3.2.5 Economic Vitality

Economic vitality describes a condition where all sectors of the economic machinery are working well and are working together. It represents a sustainable return on investment for all measures of urban life. Without the energy and vigor of the economy, downtown revitalization is not possible. The powerful draw that Austin has as a unique and highly desirable city can be enhanced by ensuring that future development does not result in a city in decline. Successful private projects and the infrastructure to support them will create higher property values in general and thus increase the tax base. Private projects, however, must be profitable if they are to expand the tax base and enrich the civic presence.

3.2.6 Civic Art

Art for public defines the public realm and distinguishes the fine points in a city. Art creates a civic good which can inform the inhabitants and the world of their commitment to the expression of a collective identity. Expressing this identity celebrates what is unique about the community, transforming the everyday, honoring and valuing the past, as well as expressing the community aspirations for the future.

Civic art stimulates the cultural life of the region. Civic art, whether initiated by the city or by private development, promotes economic development, cultural tourism, downtown and neighborhood revitalization, international prestige and recognition, and an improved quality of life for a community.

Civic art gives places back to the people; it leads visitors as well as inhabitants into the discovery of a city. Over time Austin has evolved through the many purposes, ideas, ideals, and the traditions of those who have shaped and lived here; a work of art or architecture over time becomes an important link to a city's past. From it future generations learn of the perceptions and attitudes of their predecessors. When the work is new, it can help people understand today's ideals and traditions and the changes going on around them.

Over time, our artists—whether they be fine artists, artisans, or folk artists— have shaped and created Austin in response to the rich natural resources of the region and the traditions and cultures they brought with them. They are a natural resource which should be supported.

Infrastructure presents a particularly rich opportunity for the inclusion of civic art. Vehicular and pedestrian pathways, wayfinding systems, public transportation stops and urban open space and parks provide rich opportunities for civic art.

3.2.7 A Sense of Time

A sense of time and its history is important to the protection of valuable resources and the continuity of our community. Moments of accelerated growth can cause the destruction of resources, the value of which is often realized too late, after the resources are gone. Much of the development which will occur in the future has the opportunity to protect and reveal the history and stories of the place, while responding to the needs of the present. Our city is more valuable to us when we sense this continuity throughout the past, the present and plans for the future. The design of infrastructure should not interfere with this sense of time.

Austinites value the fact that we are simultaneously fiercely protective of our diverse natural and cultural environments, and forward-thinking—open to new technologies and encouraging change for the better. By valuing a sense of time, we recognize the importance that each moment in time be represented. As we create the future, we ensure that what we do now will someday become a part of a history that we will want to protect. Development will, in this way, take on the role of the story teller. Everything we build will become a story within the larger story of Austin. The decisions we make as we build, that is, how we tell the stories, will determine the way in which our history is manifested in downtown Austin. The stories told must be thorough, truthful, articulate, engaging, enduring and challenging.

3.2.8 Unique Character

Through the singularity of its landscape and the diversity of its people, Austin has built a character which is unique, something increasingly rare and precious in a time when cities worldwide are becoming homogenous collections of buildings, highways and signs advertising similar lifestyles. Unique character succumbs to attack when cultural franchising is accepted as the most successful way for large enterprises to sell goods and promote services, buildings, businesses, food, clothing and entertainment. Our physical environment, under such conditions, becomes more homogenous and predictable. It can become a dehumanizing place, where individuals face a uniform environment beyond their control. . Much of our infrastructure, particularly vehicular and pedestrian circulation has the potential to exacerbate this siege on our unique character. It is imperative that the design of infrastructure projects be reviewed to ensure the maintenance of Austin's unique character.

Austin is a collection of what we find valuable in our region—the river, the hill country, the State Capitol, parks, special places, building types, styles, architectural details, and town form, as well as the activities of commerce and special events. Within this collection of activities is an individual spirit which is valuable because it gives us a stronger sense of identity in a world which is quickly losing individuality. One reason for Austin's current growth is the attraction others feel to the differences it provides. Many people are moving here from cities which offer no sense of membership because they lack an individual identity. This sense of place is therefore a strong economic factor as well as a positive force in the creation of a healthy community.

3.2.9 Authenticity

Because cities create, over time, a physical story of the life of that place and the people who live there, it is important that those who shape Austin do so with a sense of authenticity. This concept has value because a city shaped by it will be better able to create a sense of membership and community. By assuring that the physical story corresponds well to the authentic history, people will be more inclined to trust it, participate in it, and associate themselves with it. The closer a city aligns itself with what is genuine about itself, and the real lives of the people who live there, the stronger the connection people can make between themselves, their identity, the history of the place and the physical environment. In other words, the when, why and how a city formed. People are less inclined to associate with or feel connected to a place or thing which is contrived or unnatural.

As a value, authenticity suggests that Austinites would prefer to have a city whose image and physical context clearly references the time in which it was built and the activities and needs of the people who live and work there, rather than one created through false historical constructions or commercial imagineering designed to deceive the user through theatrical manifestations.

When authenticity has played a role in the creation of a city, buildings and spaces accumulate meaning and significance naturally over time. Here, the story of the place can be told by the physical environment and people, by association, can relive the story of their own lives by moving through the city. In the same way that one reaffirms one's identity by visiting a childhood home, one is reminded of one's past by the physical part of one's hometown. The reminding can create a strong attachment to a city and to a community through the retelling of small stories on a daily basis.

Authenticity in this context refers to a real city where people live and work and explore personal and collective opportunities and conflicts. It refers to a place where one's assumptions about their physical surroundings can be trusted. Real stories will collect around places that people really inhabit.

3.2.10 Safety

The creation of safe urban places, free from danger, is a difficult but important objective. Urban areas can be filled with strangers, inherently noisy and condensed. To attract people, it must also feel safe. We value safety because it frees people to fully engage themselves in chosen activities. A safe downtown provides a venue for these many activities. Making people feel safe among strangers and in the midst of such abundant activity can be facilitated by the design of streets, sidewalks and buildings, the many infrastructure elements that people confront, and by lighting and lines of sight. Public streets and other open places can help direct attention and promote the intuitive safety mechanism of observation. Design may facilitate safety by coding space, clearly identifying where it is safe to go.

3.2.11 Connection with Outdoors

A connection with the outdoors is of value because it brings natural forces and elements such as sunshine, breezes, clouds, rain, shadow patterns, water and vegetation into urban places. Immersion in the natural environment adds complexity and transition to our experience of a day in contrast to the experience of a more static built environment. Outdoor environments offer options for reviving the senses and the lives of people who spend long periods indoors.

Austin is already distinguished by its value for outdoor connections, as seen in its strong legacy of parks and greenbelts, waterfronts and tree canopy, where people can enjoy both active and quiet pursuits. Residents have traditionally protected public green spaces and the right to be outdoors, and

newcomers are attracted to Austin because of the opportunity it provides to connect with the natural environment. As the city becomes denser, access to the outdoors becomes even more important, requiring protection and enhancement of existing green spaces as well as the creation of new plazas and other urban forms of open space.

3.2.12 Compact and Connected

3.3 A Vision for Our Infrastructure

When the fundamental basis for the guidelines was established, through the articulation of shared values, a vision for downtown was formulated, establishing the goals and aspirations which, if applied throughout the city, could ensure that new urban places were vibrant and exciting.

The eleven shared values described in the previous section are broad concepts. A more specific list of goals follows. These goals were derived from the shared values, but hold a complex and indirect relationship with them, where the lines between goals and values frequently overlap. Each goal is stated and its main point briefly explained. *Italicized in the margins are the specific shared values which the goal helps promote.*

3.3.1 Promote an intuitive understanding of the layout of any urban place

The intensive use associated with thriving urban centers may be enhanced if the physical layout can be easily understood. Understanding requires that we form a mental map of the area. The logic of the place needs to be understood sufficiently to orient pedestrians.

3.3.2 Reinforce the sense of time and historical continuity.

This goal speaks to the preservation of historical buildings and other facilities and of historical planning, but equally important, speaks to the relationship among buildings built over time—including those built in the present time.

3.3.3 Foster physical continuity.

Physical continuity speaks to the freedom of movement in pedestrian, transit and automobile environments, but is most important in the pedestrian circumstance. Encouraging movement within an urban place allows comfort and promotes our staying there for a variety of activities.

3.3.4 Develop the public nature of all urban places.

The public nature of urban areas is most apparent in public open space—plazas, sidewalks, streets and parks. The design of the lower levels of buildings is also vital in promoting inclusion in the place.

3.3.5 Encourage a diversity of uses, activities and sizes of development.

Achieving this goal will require balancing the existing uses with additional uses that an urban area lacks, such as residential and destination retail. It will also require that we do so while allowing for differing economic status of the residents. Diversity should apply to retail, residential, commercial, office, entertainment, and all other sectors.

3.3.6 Encourage public and private investment in the future of Austin.

Perhaps no other goal provides more opportunity to demonstrate the value we place on civic behavior than this one. Where those who have gone before us have been willing to invest in the future—to regard the value of their investment over a long period—we generally have bridges, buildings and other structures which have endured and which we now regard as important to our history.

3.3.7 Reinforce the unique character of Austin.

To better promote a sense of connection to and membership with Austin, our urban places should be a unique signal for a unique place. Developing a unique character should start with what is already unique about Austin.

3.3.8 Create a safe urban environment.

All of the users of our urban places, men, women, children, young and old, those with physical challenges, natives and visitors, customers and service personnel— should be considered when designing a dense environment. A safe urban environment will encourage economic activity and foster commerce.

3.3.9 Create a comfortable urban environment.

Comfort includes shelter from the harsh Texas sun and other weather, a reorientation of urban places away from a fast moving, automobile oriented place and to a slower moving, pedestrian-oriented population, and an understanding of intuitive way finding.

3.3.10 Create a hierarchy of transportation which begins with pedestrians.

The hierarchy in order of priority is:

1. Pedestrians
2. Public transit systems
3. Bicycles
4. Vehicles

3.3.11 Actively promote civic art.

Civic art promotes economic development, cultural tourism, downtown and neighborhood revitalization, international prestige and recognition, and an improved quality of life for a community. Art in a city describes the way in which the city honors spirit and soul. Public art can create a civic message that expresses community identity, myth and culture.

3.3.12 Encourage a vibrant cultural atmosphere

Arts, entertainment, and other cultural activities add richness and viability to our everyday lives. Such activity is an advantage to Austin because it promotes economic development, cultural tourism, downtown and neighborhood revitalization, international prestige and recognition, social service opportunities, and an improved quality of life for the community.

3.3.13 Encourage intense street level activity.

The street is a place for extra activities — sidewalk seating, vendors, waiting for a bus. Activities that don't require enclosed spaces or are enhanced by being outside should be added to the activities that already happen outside to create intense street level activity.

3.2.14 Maintain a sense of connection to the natural environment.

Austin's natural environment is a primary attribute. Every economically feasible effort to preserve, maintain and enhance Austin's natural environment should be pursued.

3.3.15 Encourage an architecture whose design responds to functional needs and reinforces urban activities.

Buildings designed to sculptural effect are not discouraged, but formalist aspirations should not be attained at the expense of functional requirements and a positive position within the requirements of other buildings and users. Architecture should respond to the whole array of human needs.

3.2.16 Encourage quality building.

Buildings in urban centers should have a permanence that some other areas of the city do not require. Quality adds to the overall value of any urban place.

3.3.17 Promote urban residential uses.

A residential component provides for 24 hour activity, a consumer base for retail activity, eyes and ears on the street, and reduces the need for transportation.

3.3.18 Create an economically vibrant urban area.

None of the values can be promoted without the economic engine to drive urban redevelopment.

3.3.19 Strive for environmental balance.

All development should take into consideration the need to conserve energy and resources. It should also strive for a small carbon footprint.

3.3.20 Create an interconnected system of attractive open spaces.

An interconnected system of attractive open spaces supports the pedestrian activity which creates vitality and provides a natural experience which can make dense urban development more comfortable and successful.

Section 4

Design Guidelines (JS & BW)

4.1 Area Wide Guidelines

4.1.1 Site Selection

- Issue: Guidelines are needed to help the city select and negotiate on the purchase of proper infrastructure sites. Proper siting is intrinsic to infrastructure that successfully blends with the urban environment. Decorating a blank wall or fence that faces a street will not help make that section of street more pedestrian friendly. Due to contract negotiations, the land purchase process is not open for public review.
- Recommendations:
 1. Land for infrastructure should be acquired with a strong consideration on how the location selected supports a high quality urban environment.
 2. Area for infrastructure within a private development should be vetted by the city.
 3. A potential infrastructure site's roadway type classification and neighboring uses can guide consideration of the appropriateness of a site. The city should develop a site selection decision matrix in cooperation with the Design Commission.
 4. Each city department should have a master plan, and long-range projections, in relation to infrastructure, should be coordinated between departments.

4.1.2 Infrastructure Development Should Align with Sustainability Goals

- Issues: Environmental and social values of a project should be communicated in dollars. Projects should be assessed for their contribution to the economy and their total project cost (life-cycle). (The sustainability goals for the city are ...)
- Recommendations:
 1. Capture water from public right of way in a sustainable manner using above ground pre-treatment with elements such as porous concrete, dry swales, and rain gardens.
 2. Apply sustainability valuation to a project that is proposing value engineering.
 3. Maximize the use of cool pavement strategies.
 4. Design larger projects (over \$5 million valuation ?) to be context sensitive using elements as public art, place-making features, and outreach.
 5. Utilize native plantings.
 6. Larger projects (over \$5 million valuation ?) shall have a monitoring and commissioning plan.

7. Minimize use of toxins and VOCs.
8. Use recycled and reclaimed materials.

4.1.3 Buffering Against Adjacent Uses

- Issue: Some infrastructure projects may be incompatible with nearby uses, like the placement of an odor control facility next to residential or the placement of a walled substation on a pedestrian priority way or core transit corridor.
- Recommendations:

4.1.4 Minimize Public Risk

- Issues: Safety.
- Recommendations:
 1. Landscaping should not block views of motorists to other motorists, cyclists or pedestrians.
 1. Provide pedestrian areas of refuge in the center of right of ways over 120' wide.
 2. Provide bulb-outs at street intersections where streets have street-side parking.

4.2 Mobility Components

4.2.1 Bridges

- Issues:
- Recommendations:

4.2.2 Rail

- Issues:
- Recommendations:

4.2.3 Bus

- Issues:
- Recommendations:

4.2.4 Parking Lots

- Issues:
- Recommendations:

4.2.5 Wayfinding

- Issues: Landmarks, protected views, signalization
- Recommendations:

4.3 Mobility Systems- Infrastructure Along Roads, Pathways

4.3.1 Seen and experienced infrastructure – systematic

- Roads and Pathways

1. Elements

4.3.2 Roads and Pathways

- Most prominent infrastructure that we rely on every day.
- It ties our destinations together.
- However it is often overlooked
 1. Spend efforts designing the destinations
 2. Cost
- Opportunities
 1. Express local character (of city or neighborhood) to the journeymen
 - a. Indulge them to stop
 - b. Express pride in the area
 - c. Respect historical significance
 - d. Four Squares
 2. Break up monotony of the journey
 - a. Trees
 - Rhythms or clusters
 - b. Lighting
 - c. Signage
 - d. Paving
 3. Great Streets
- Dangers
 1. Along long lengths, using same specs
 - a. Can become monotonous without changes

4.3.3 Reference Urban Design Guidelines – Guidelines for the Public Streetscape

4.4 Ecological Infrastructure

4.4.1 Watersheds

- Issues:
- Recommendations:

4.4.2 Parks & Conservation Areas

4.4.3 Landscape Systems

4.5 Utilities

4.5.1 Unseen and Not Experienced

1. Underground
2. Invisible
3. Overhead
 - a. Although “seen” experience can be lessened or eliminated
4. Water detention
 - a. Can be underground as well

4.5.2 Importance

1. Life blood of a City
2. Organization of city
 - a. Compact and Connected
3. Ease of maintenance
4. Ease of expansion

4.5.3 Factors to consider

1. Manifests what is seen
 - a. Importance of organization
2. Minimize impact of Utility Work
3. Coordinate for Easy Access and Maintenance
4. Bury utility infrastructure
5. Overhead lines
 - a. Water quality and detention
6. Use trenchless technologies when possible
7. Develop and Enforce Site Protection Plan
8. Protection of Existing and Future Planted Areas

9. Protect Water Sources During Construction

10. Overhead utility – additional consideration

- a. Support system
 - Design
 - Rhythm
- b. Height of system

11. Visibility scale

4.5.4 Water Detention, Treatment

4.5.5 Water Towers

4.5.6 Utility Buildings

Section 5

Process (JS & JW)

5.1 Qualifying Projects

5.1.1 Use the checklist (similar to Urban Design Guideline Checklist currently used)

- Based upon Infrastructure Guidelines
- Comment on how addresses each point
- Comment is need help with specific items

11.1.2 Staff to Promote Design Coordination (City Architect)

5.2 Requirements for Submission to the Design Commission

5.2.1 Reasons to have set process standards

- Clear set of tools
- Provide efficient path
- Meaningful discussion
- Assistance to help focus

5.2.1.1 Clear Guideline Implementation Process

- Issue: Guidelines that are unclear or that do not provide a mechanism to deal with special circumstances become irrelevant.
- Recommendations:
 1. The Design Commission should comment on cases where the Infrastructure Guidelines seem to be in inherent conflict with the proposed infrastructure project.
 2. Departments should create design criteria based on the guidelines to incorporate in their standard workflow and to coordinate with other departmental requirements and standards.
 3. Departments should implement management tools that help coordinate work between departments in the most early planning phases of infrastructure projects.

5.2.2 Design phase when to come to Design Commission

- 75% Schematic Design Phase
- Early enough so direction suggestions can be considered

5.2.3 Cross Department Cooperation

- List of Departments in the Team and role that they play
- Department representatives available to present

5.2.4 Exhibits required – focus is to depict the relationship to the public experience

- Area map within 500'
 - Zoning
 - FLUM
- Site plan thru adjacent right of way
- Site Section extending thru right of way
- Elevations with height (scale figures) and materials

5.2.5 Schedule

- Design Phases
- Construction start and completion

5.2.6 Expected Outcomes

5.2.7 Process for Stakeholder Engagement

5.2.7.1 Current Stakeholder Project Involvement philosophy

- Project team assigned for large and complex projects
- Stakeholder process is handled on case by case basis depending upon:
 1. Location
 2. Number of stakeholders impacted
 3. Nature of the project impact on the public realm/interface
- Activities initiated through the PIO offices of sponsoring departments (AWU, AE, Parks, Transportation, AAR) and Public Works working collaboratively.

5.2.7.2 Stakeholder Process/Objectives

- Notification of stakeholders
- Stakeholder meetings to provide information on type of infrastructure project and the need (function)
- How project adheres to neighborhood plan
- Discuss and gain input on how project may impact stakeholders.

- Determine areas of input team would like from stakeholders
- Project team to demonstrate for feedback, to the extent possible,
 1. Project drawings-(schematic design)
 2. Models
 3. Landscaping samples
 4. Fencing samples
 5. Lighting fixtures
 6. Sustainability features
 7. Green standards, etc.

5.2.7.3 Stakeholder Input and Fiscal Responsibility

- Issues: Public process should be tailored based on the type and amount of impact to the public realm a project would have. An example of tailoring a public process based on the intensity of the project, is that PARD uses a third party facilitator when there is no existing park master plan. Otherwise projects are vetted with the public by PARD staff, using their standard tools and guidelines. Costs associated with incorporating a public process or additional design in infrastructure planning should take into account lifecycle costs such as maintenance, and the positive economic impacts that well design urban spaces can have on a city.
- Recommendations:
 1. The extent of a needed public process can be determined by the amount of feedback or concern that is generated after the city sends out notification of an infrastructure project in plain speak with graphics that communicate what is being proposed.
 2. Larger, or more impactful projects, should follow a public input process regardless of notice feedback received from the public. Examples of more impactful projects are electrical substations, water towers, and new bridges.
 3. The Design Commission can facilitate public input by having a project as an agenda item at one of their meetings.
 4. Early in the planning process, design integration and stakeholders should be identified.
 5. Stakeholder and Design Commission interfaces can be streamlined with clear guidelines and expectations.
 6. Implement a system to measure design success of major infrastructure projects

5.3 Integrative Department Processes

5.3.1 Integration of Technical Criteria Manual Across Departments

5.3.1.1 Strategic Facilities Governance Committee

5.3.1.2 Capital Planning Office

5.3.1.3 Real-estate

5.3.1.4 Building Department

5.4 Challenges and Benefits of Integrated Design

- Site Section extending thru right of way
- Elevations with height (scale figures) and materials

5.2.5 Schedule

- Design Phases
- Construction start and completion

5.2.6 Expected Outcomes

5.2.7 Process for Stakeholder Engagement

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 - Project team to demonstrate for feedback, to the extent possible,
 1. Project drawings-(schematic design)
 2. Models
 3. Landscaping samples
 4. Fencing samples
 5. Lighting fixtures

6. Sustainability features
7. Green standards, etc.

5.3 City Departments to Update Technical Criteria Manuals and Demonstrate Design Principle Integration.

5.4 Tools