



**DESIGN COMMISSION  
TUESDAY, MAY 26, 2015 6:00 PM  
ONE TEXAS CENTER ROOM 325  
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

**Current Commission Members**

\_\_\_\_\_ Dean Almy (DA) – Chair  
\_\_\_\_\_ Evan Taniguchi (ET) – Vice Chair  
\_\_\_\_\_ Hope Hasbrouck (HH) – Secretary

\_\_\_\_\_ Juan E. Cotera (JC)  
\_\_\_\_\_ James Shieh (JS)  
\_\_\_\_\_ Jeannie Wiginton (JW)  
\_\_\_\_\_ Bart Whatley (BW)

\_\_\_\_\_ Kelsey Oelze (COA – PZD)  
Staff Liaison  
\_\_\_\_\_ Jorge E. Rousselin (COA – PZD)  
Executive 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
<b>CALL TO ORDER AND ROLL CALL</b>	<b>6:00 PM</b>
<b>1. CITIZEN COMMUNICATION: GENERAL</b> 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.	<b>6:00 PM</b>
<b>2. APPROVAL OF MINUTES (Discussion and Possible Action)</b> a. Discussion and possible action on the April 27, 2015 Design Commission meeting minutes. ( <a href="#">Kelsey Oelze</a> , COA-PZD)	<b>6:15 PM</b>
<b>3. NEW BUSINESS (Discussion and Possible Action):</b> a. Briefing on Austin Water Capital Improvement Projects located in the Drinking Water Protection Zone to boards and commissions for review to include in AW's five-year capital spending plan. ( <a href="#">Kristi Fenton</a> , COA-AW)	<b>6:20 PM</b>
<b>4. OLD BUSINESS (Discussion and Possible Action)</b> a. Discussion and possible action on a letter to Council addressing the Capital Metro Downtown Gateway Station. ( <a href="#">Chair Almy</a> ); b. Discussion and possible action on recommended changes to the Design Commission Project Review Sheet. ( <a href="#">Commissioner Whatley</a> ); c. Discussion and possible action on a letter to Council addressing the Infrastructure Design Guidelines completion. ( <a href="#">Commissioner Hasbrouck</a> ); and d. Discussion and possible action on Design Commission's 2015 Annual Work Plan. ( <a href="#">Chair Almy</a> ).	<b>7:10 PM</b>

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

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](mailto:kelsey.oelze@austintexas.gov) or (512) 974-2752, for additional information. TTY users route through Relay Texas at 711.

## **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. Downtown Comm. Liaison / Downtown Austin Plan: Whatley
2. Airport Boulevard Redevelopment Initiative: Whatley

### **Design Commission Staff Liaison:**

Kelsey Oelze, Administrative Senior  
Urban Design, Planning and Zoning Department  
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704  
Phone: (512) 974-2752 ■ E-mail: [kelsey.oelze@austintexas.gov](mailto:kelsey.oelze@austintexas.gov)

### **Design Commission Executive Liaison:**

Jorge E. Rousselin, Development Services Process Coordinator  
Urban Design, Planning and Zoning Department  
City of Austin, One Texas Center, 505 Barton Springs Rd., Austin, TX 78704  
Phone: (512) 974-2975 ■ E-mail: [jorge.rousselin@austintexas.gov](mailto: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, APRIL 27, 2015 6:00 PM  
ONE TEXAS CENTER ROOM 325  
505 BARTON SPRINGS RD., AUSTIN, TEXAS 78704**

**Meeting Minutes**

Call to order by Chair Almy at 6:08 PM.

Roll Call: J. Wiginton and J. Cotera not present

**1. CITIZEN COMMUNICATION: None**

**2. APPROVAL OF MINUTES (Discussion and Possible Action)**

- a. Discussion and possible action on the March 23, 2015 Design Commission meeting minutes. ([Kelsey Oelze](#), COA-PZD)

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

**3. NEW BUSINESS (Discussion and Possible Action)**

- a. Briefing on the Congress Avenue Urban Design Project. ([Jim Robertson](#), COA-PZD)

Mr. Jim Robertson gives a presentation on the status of and the future goals for Congress Avenue.

**No action taken by the Design Commission.**

- b. Briefing on the Rainey Alley Project. ([Kit Johnson](#), COA-PW)

Mr. Kit Johnson gives a presentation on Rainey Alley's existing conditions and presents case studies reflecting citizens' concerns about the alley.

**No action taken by the Design Commission.**

**4. OLD BUSINESS (Discussion and Possible Action)**

- a. Discussion and possible action on a letter to Council addressing the Capital Metro Downtown Gateway Station (Chair Almy)

Chair Almy requests to place the letter on the May 26, 2015 Design Commission meeting agenda after there has been more review of the draft of the letter. Ms. Ellen Ray from Community Involvement in the Capital Metro Downtown Gateway

Station Project requests that the Design Commission attempt to finish the letter in a timely fashion and offers support to Design Commission.

**No action taken by the Design Commission.**

- b. Discussion and possible action on recommended changes to the Design Commission Project Review Sheet (Commissioner Whatley)

By consensus, the Design Commission chooses to postpone the item to the May 26, 2015 Design Commission meeting agenda.

**No action taken by the Design Commission.**

- c. Discussion and possible action on timelines for Infrastructure Design Guidelines completion (Commissioner Hasbrouck)

Commissioner Hasbrouck gives a brief update on the progress of the Infrastructure Design Guidelines.

**No action taken by the Design Commission.**

- d. Discussion and possible action on Design Commission's 2015 Annual Work Plan (Chair Almy)

Chair Almy reviews the draft Annual Internal Review, and by consensus, the Design Commission decides to discuss the item in more detail in the May 26, 2015 Design Commission meeting.

**No action taken by the Design Commission.**

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

- a. Standing Committees Reports: **None**
- b. Working Group Reports: **None**
- c. Liaison Reports: **Commissioner Whatley reports on the CodeNEXT focus on missing middle housing.**
- 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: **J. Rousselin addresses South Central Waterfront Initiative Talkabout #4 and invites commission members to attend.**

**ADJOURNMENT by consensus at 7:12 PM**



## Memorandum

**To:** Boards and Commissions

**From:** Greg Meszaros, Director, Austin Water 

**Date:** May 8, 2015

**Subject:** Board and Commission and Citizen Review of new Growth-related Capital Improvement Projects in Drinking Water Protection Zone

The Austin City Council approved an amendment to Austin Water Utility's (AWU) Financial Policy No. 8 to provide for enhanced Board and Commission and citizen reviews of AWU's new growth-related capital improvement projects (CIP) located in the Drinking Water Protection Zone (DWPZ). This new ordinance (No. 20130117-017) took effect on January 28, 2013 and as part of the 2015 annual budget process, AWU is presenting the new growth-related projects to Boards and Commissions as set forth in the ordinance.

The revised 2013 Financial Policy No. 8 reads as follows:

Capital improvement projects for new water and wastewater treatment plants, capital expansions, and growth-related projects that are located in the Drinking Water Protection Zone (DWPZ) will be identified and submitted, as part of the annual budget process, to the following Boards and Commissions: Water and Wastewater Commission, Resource Management Commission, Environmental Board, Planning Commission, and the Zoning and Platting Commission.

These Boards and Commissions will review growth-related DWPZ capital projects spending plans, obtain Board and Commission and citizen input, review consistency with Imagine Austin Comprehensive Plan, review effect on growth within the DWPZ, and make recommendations on project approval for inclusion in Austin Water Utility's 5-year capital spending plans.

This summer, AWU representatives will be making a brief presentation to the Commissions on the CIP projects located in the DWPZ related to the financial policy.

**Attachments:** Presentation  
Project Summary  
Project Detail with Map





# Austin Water

## **Capital Improvement Projects for New Treatment Plants, Capital Expansions, and Growth-related Projects Located in the Drinking Water Protection Zone Overview**

May 12, 2015



# Outline

- Financial Policy No. 8 (revised FY 2013)
- Summary of identified projects
- FY 2016-20 Proposed Capital Plan Summary



## Financial Policy No. 8 (Revised FY 2013)

- Capital improvement projects for new water and wastewater treatment plants, capital expansions, and growth-related projects that are located in the Drinking Water Protection Zone (DWPZ) will be identified and submitted, as part of the annual budget process, to the following Boards and Commissions: Water and Wastewater Commission, Resource Management Commission, Environmental Board, Planning Commission, and the Zoning and Platting Commission.
- These Boards and Commissions will review growth-related DWPZ capital projects spending plans, obtain Board and Commission and citizen input, review consistency with Imagine Austin Comprehensive Plan, review effect on growth within the DWPZ, and make recommendations on project approval for inclusion in Austin Water Utility's 5-year capital spending plans.

## DWPZ Projects in Proposed FY 2016-20 Capital Spending Plan

The following Capital Improvement Program (CIP) for water and wastewater treatment plants, capital expansions, and growth related projects are located in the Drinking Water Protection Zone (DWPZ). These projects represent improvements required to meet Austin Water standards for operability and customer service. While additional capacity may be added in accordance with current design standards, it is to meet the demands of existing or agreed upon future customers rather than supporting additional growth.

- Projects in Planning:
  - Ullrich WTP Contract II Raw Water Pipeline Const.      \$ 0.05 M
  - Southwest Parkway SWB Elevated Reservoir      \$ 0.25 M
  - Southwest Parkway Transmission Main SWB      \$ 0.25 M

*\*Funding amounts shown for FY16-20 (5-year total only)*

# DWPZ Projects in Proposed FY 2016-20 Capital Spending Plan-Continued

• Projects in Planning:	
– River Place Water System Improvements	\$ 0.25 M
– Red Bud Trail Bridge over Lady Bird Lake	\$ 0.42 M
– Shady Hollow Annexation	\$ 0.63 M
– Northwest Lift Station LRP Engineering Study	\$ 0.85 M
– Riverplace Glenlake Interconnect	\$ 1.00 M
– Highland Park Improvements	\$ 2.96 M
– Davis Medium Service Transmission Main	\$ 3.20 M
– Thousand Oaks Interceptor	<u>\$ 3.76 M</u>
	\$13.62 M

*\*Funding amounts shown for FY16-20 (5-year total only)*

# DWPZ Projects in Proposed FY 2016-20 Capital Spending Plan

The following Capital Improvement Program (CIP) projects for new water and wastewater treatment plants, capital expansions, and growth-related projects are located in the Drinking Water Protection Zone (DWPZ):

- Projects in Construction Phase via Council Approval:
  - Water Treatment Plant No. 4                      \$ 1.06 M
  - Ridgeview Subdivision                              \$ 0.17 M
  - NWC Pump Station                                    \$ 0.03 M
  - \$ 1.26 M

*\*Funding amounts shown for FY16-20 (5-year total only)*

# Capital Improvement Program

- AWU's proposed FY 2016-20 spending plan is \$863.0M
- The total of the projects listed in the DWPZ represent 1.7% of the total proposed spending plan
- Projects needed to meet operability and customer service standards

# For More Information

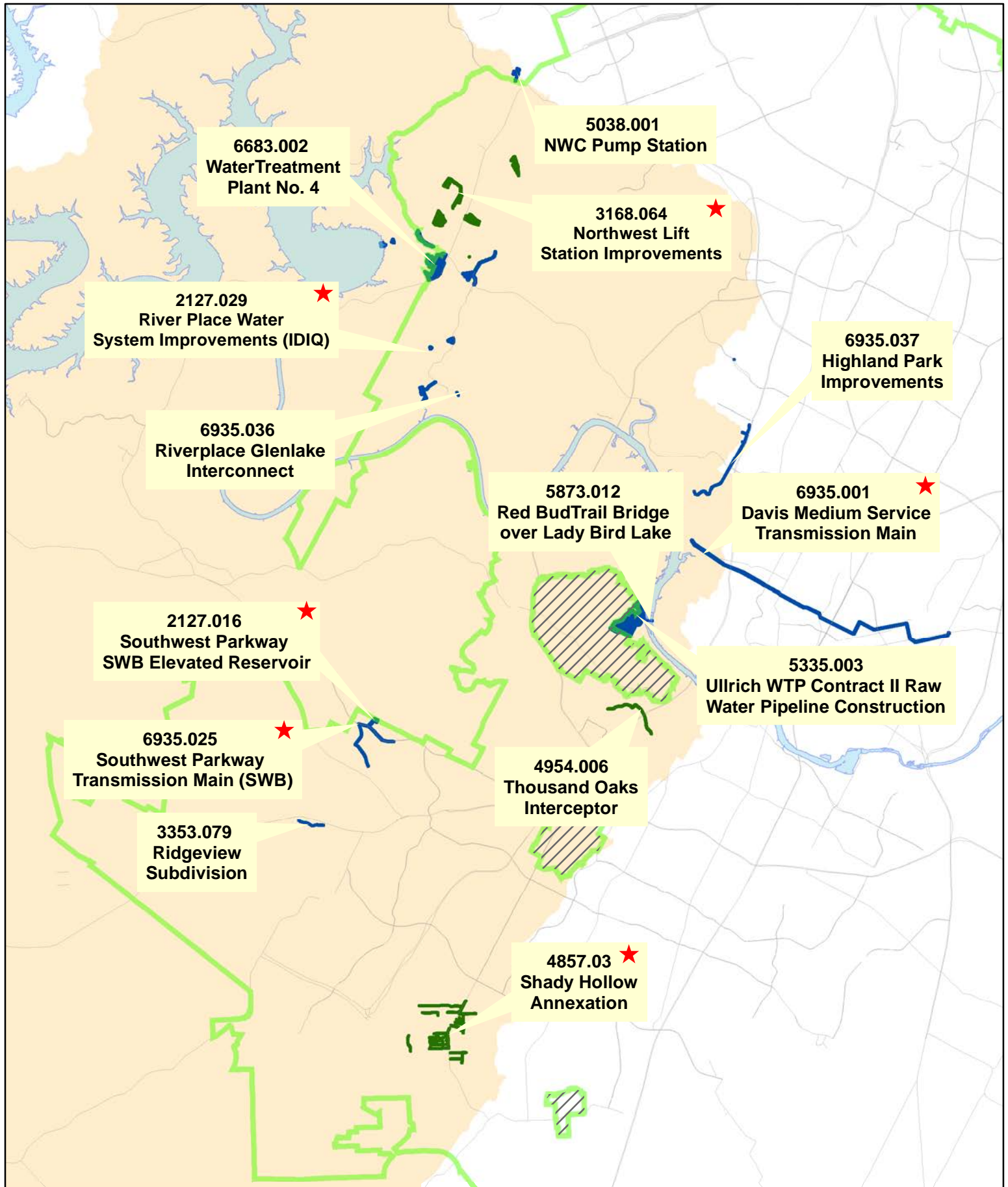
Kristi Fenton, Utility Financial Manager  
(512) 972-0178  
[kristi.fenton@austintexas.gov](mailto:kristi.fenton@austintexas.gov)

Martin Tower, Supervising Engineer  
(512) 972-0144  
[martin.tower@austintexas.gov](mailto:martin.tower@austintexas.gov)

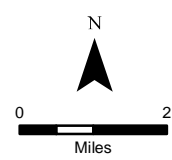
David Anders, Assistant Director  
(512) 972-0323  
[david.anders@austintexas.gov](mailto:david.anders@austintexas.gov)

# Questions?





- Impact Fee Boundary
- Water Projects
- Drinking Water Protection Zone
- Outside Impact Fee Jurisdiction
- Wastewater Projects
- ★ New in FY 16-20



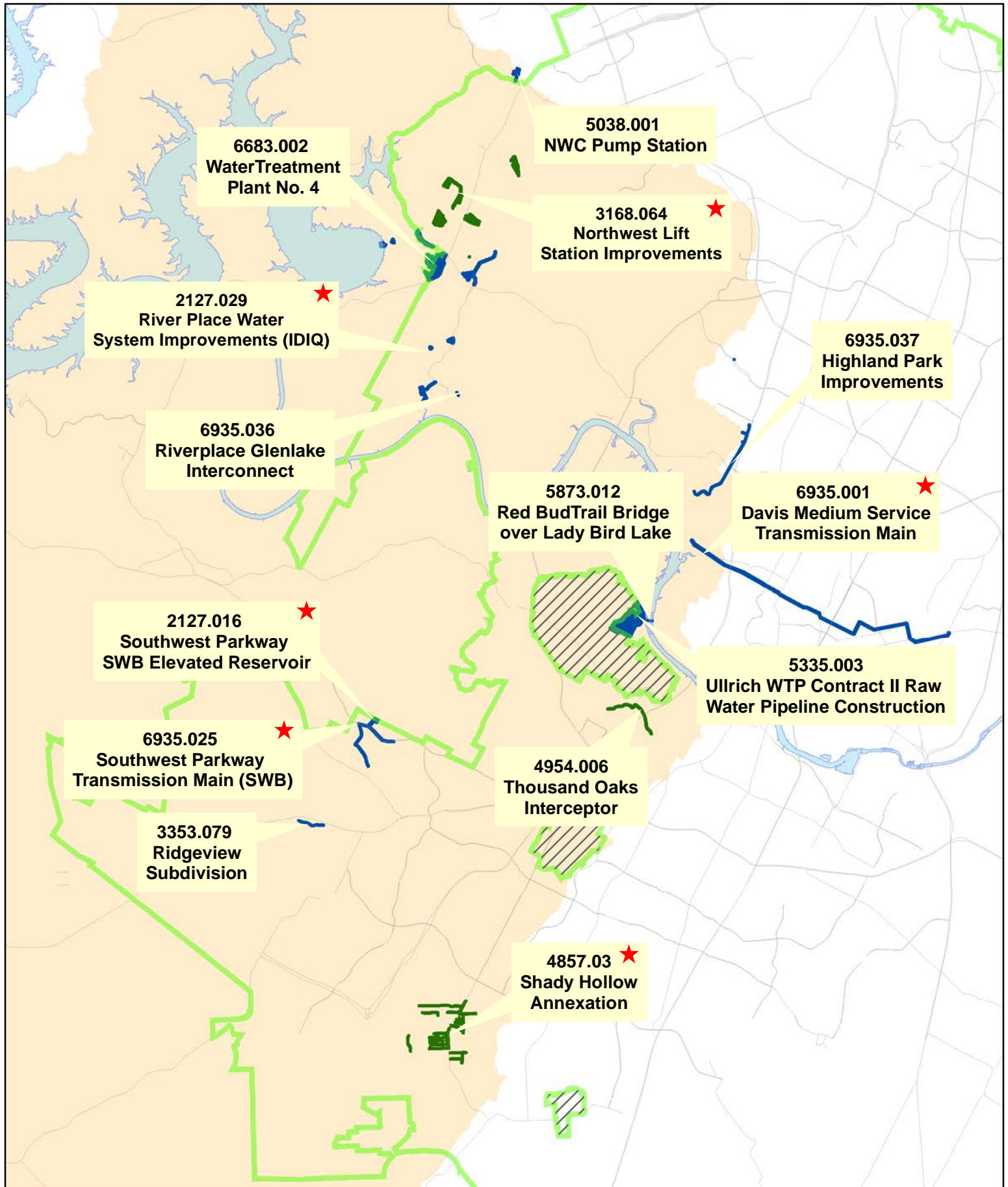
This map has been produced by the City of Austin for its needs and purposes and is not warranted for any other use. No warranty is made by the City regarding its accuracy or completeness. 2015

Each year as part of the City of Austin Budget approval process, Austin Water submits a plan for the capital improvements program (CIP) spending for the upcoming five year period. Austin Water's FY16-20 CIP Plan includes projects located across the Austin metropolitan area, including the Drinking Water Protection Zone (DWPZ). In compliance with Austin Water's Financial Policy No. 8, the capital improvement projects for new water and wastewater treatment plants, capital expansions, and growth related projects that are located in the DWPZ are presented below for consideration by City of Austin Boards and Commissions. These projects represent improvements required to meet Austin Water standards for operability and customer service. While additional capacity may be added in accordance with current design standards, it is to meet the demands of existing or agreed upon future customers rather than supporting additional growth. A map showing specific project locations is provided on the next page along with additional project information in the appendix.

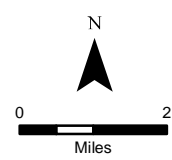
**Table 1.** Austin Water FY16-20 Capital Improvement Program Spending Plan  
Summary per Financial Policy No. 8

<b>Subproject</b>	<b>Service</b>	<b>FY16</b>	<b>FY17</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY16-20 Spending Plan</b>
1) Water Treatment Plant No. 4 (6683.002)	Water	\$1.06M					\$1.06M
2) NWC Pump Station (5038.001)	Water	\$0.03M					\$0.03M
3) Ridgeview Subdivision (3353.079)	Water			\$0.17M			\$0.17M
4) River Place Water System Improvements (IDIQ) (2127.029)	Water	\$0.25M					\$0.25M
5) River Place Glenlake Interconnect (6935.036)	Water	\$0.1M	\$0.9M				\$1M
6) Red Bud Trail Bridge over Lady Bird Lake (5873.012)	Water	\$0.25M	\$0.17M				\$0.42M
7) Highland Park Improvements (6935.037)	Water	\$0.41M	\$1.02M	\$1.02M	\$0.51M		\$2.96M
8) Northwest Lift Station Improvements (3168.064)	Waste water		\$0.01M	\$0.42M	\$0.42M		\$0.85M
9) Thousand Oaks Interceptor (4954.006)	Waste water		\$0.02M	\$0.14M	\$1.32M	\$2.29M	\$3.76M
10) Southwest Parkway SWB Elevated Reservoir (2127.016)	Water					\$0.25M	\$0.25M
11) Southwest Parkway Transmission Main (SWB) (6935.025)	Water					\$0.25M	\$0.25M
12) Ullrich WTP Contract II Raw Water Pipeline Construction (5335.003)	Water					\$0.05M	\$0.05M
13) Shady Hollow Annexation (4857.030)	Waste water					\$0.63M	\$0.63M
14) Davis Medium Service Transmission Main (6935.001)	Water				\$0.8M	\$2.4M	\$3.2M

**FY16-20 Spending Plan TOTAL      \$14.88M**



- Impact Fee Boundary
- Water Projects
- Wastewater Projects
- Outside Impact Fee Jurisdiction
- Drinking Water Protection Zone
- ★ New in FY 16-20



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## APPENDIX

Austin Water Financial Policy No. 8, effective January 28, 2013:

“Capital improvement projects for new water and wastewater treatment plants, capital expansions, and growth-related projects that are located in the Drinking Water Protection Zone (DWPZ) will be identified and submitted, as part of the annual budget process, to the following Boards and Commissions: Water and Wastewater Commission, Resource Management Commission, Environmental Board, Planning Commission, and the Zoning and Platting Commission.

These Boards and Commissions will review growth-related DWPZ capital projects spending plans, obtain Board and Commission and citizen input, review consistency with Imagine Austin Comprehensive Plan, review effect on growth within the DWPZ, and make recommendations on project approval for inclusion in Austin Water Utility’s 5-year capital spending plans.”

**Table A1. *Construction Phase*** new infrastructure projects in the Austin Water FY16-20 Capital Improvement Program Plan Proposal impacting the City of Austin Drinking Water Protection Zone.

Subproject	Subproject Description	FY16-20 Spending Plan	FY21+ Spending Plan	Total
1) Water Treatment Plant No. 4 (6683.002)	This sub-project is for design and construction phase services (Professional Services Contracts) for the 50 Million Gallon Per Day (MGD) water treatment facility (WTP4) on the Bullick Hollow Site and the raw water system and pump station.	\$1.06M		\$1.06M
2) NWC Pump Station (5038.001)	Construction of a pump station, 1.5 million gallon potable water tower, approximately 700 linear feet of 36 inch diameter and 300 linear feet of 42 inch diameter water pipe, and storm water detention pond.	\$0.03M		\$0.03M
3) Ridgeview Subdivision (3353.079)	Developer reimbursement for incremental cost of infrastructure sized to meet Austin Water future needs (approximately 3,000 feet of 12-inch water line along U.S. Highway 290 West).	\$0.17M		\$0.17M



**Table A2. Planning Phase** new infrastructure projects in the Austin Water FY16-20 Capital Improvement Program Plan Proposal impacting the City of Austin Drinking Water Protection Zone

Subproject	Subproject Description	FY16-20 Spending Plan	FY21+ Spending Plan	Total
4) River Place Water System Improvements (IDIQ)	Austin Water has annexed the River Place MUD, which includes a 4.5 MGD water treatment plant and pump stations. Improvements will upgrade the connection between River Place and Austin Water's distribution systems.	\$0.25M		\$0.25M
5) River Place Glenlake Interconnect (6935.036)	Recently annexed Glenlake subdivision is single-fed water from River Place. This project would increase reliability for the system and bring the system more in line with the Austin Water criteria manual.	\$1M		\$1M
6) Red Bud Trail Bridge over Lady Bird Lake (5873.012)	Build a multi-span bridge that will connect Austin to West Lake over Lady Bird Lake just downstream of the Tom Miller Dam	\$0.42M		\$0.42M
7) Highland Park Improvements (6935.037)	Highland Park reservoir and pump station have reached the end of their useful life and are undersized for the area. The area (approximately 2300 accounts) is currently supplied with a single 12" line with no looping.	\$2.96M		\$2.96M
8) Northwest Lift Station Improvements (3168.064)	This project will include improvements to the lift stations and forcemains identified in the Northwest Lift Station long range plan Engineering Study to improve the wastewater system in Bull Creek wastewater basin.	\$0.85M		\$0.85M
9) Thousand Oaks Interceptor (4954.006)	The Thousand Oaks Interceptor Project consists of a planned gravity interceptor that would relieve the Bee Cave and Treemont Lift Stations, both of which pump into wastewater lines leading to the Barton Creek Interceptor.	\$3.76M	\$9.56M	\$13.32M
10) Southwest Parkway SWB Elevated Reservoir	Project will construct an elevated reservoir of approximately 2 Million Gallons (MG) on Southwest Pkwy near Amarra Dr.	\$0.25M	\$4.75M	\$5M
11) Southwest Parkway Transmission Main (SWB)	Project will construct 3700 LF of 24" watermain along Southwest Pkwy from Terravista Dr west to a new elevated reservoir. Project will also construct 6600 LF of 24" watermain along Old Bee Caves Rd & Travis Cook Rd to the new	\$0.25M	\$3.25M	\$3.5M
12) Ullrich WTP Contract II Raw Water Pipeline Construction	The project will complete the 72" line from the Low Service Pump Station (LSPS) to the plant headers to meet the plant design capacity of 167 Million Gallon Per Day (MGD).	\$0.05M	\$5.1M	\$5.15M
13) Shady Hollow Annexation (4857.030)	The project consists of approximately 36,300 linear feet of wastewater main and 7,800 linear feet of water main. The project is to provide water and wastewater services in the Shady Hollow Neighborhood.	\$0.63M	\$14.46M	\$15.09M
14) Davis Medium Service Transmission Main (6935.001)	New transmission pipeline from the Davis WTP to Lamar Boulevard (Phase 1) and Lamar Blvd to Springdale Rd (Phase 2).	\$3.2M	\$36.5M	\$39.7M

The nature of any set of Design Guidelines mandates a methodical structure that evolves into a listing of the qualities sought for an environment. The Urban Design Guidelines for Austin follows this mold listing , by category, the physical qualities desired for our urban environment. The Design Commission however, rather than examining a particular project by testing it against the Guidelines, guideline by guideline, proposes to examine a project by evaluating how closely the project responds to the essential essence of the Guidelines. To this end, the Design Commission requests that you respond to the following questions.

DRAFT

8/13/2012

OPEN HOUSE – PILLARS of the DESIGN COMMISSION – for discussion and assignment of duties

Design Commission – who we are, what do we do... etc. We establish the potato of Mr. Potato Head... not the arms legs eyes or what every you want to adorn the potato with. We are stewards of the public realm.

Breakdown of the Vision Pillars

- 1) The Vision (because we don't want people to be guided by the tools before the vision) – Beginning with what we are a communal beings and how we live. More or less what Juan has been talking about.
  - a. Sustainability – because it is used very loosely, we define what this means to us
    - i. Evolution of the urban form
    - ii. Creation of sustainable experience
  - b. Density – balance is the key
  - c. Shaping tools
    - i. History
    - ii. Comprehensive Plan/Imagine Austin
    - iii. Overlays and Districts
    - iv. Neighborhood Plans
    - v. UDG
    - vi. Commercial Design Guidelines
    - vii. Great Streets
    - viii. Density Bonus, Fee in Lieu
- 2) Beauty – Because Design Matters – Girard Kinney always touched upon this
  - a. (design is misleading since it includes urban design.. some people think its just the vertical stuff)
  - b. Doesn't matter how well things are organized, if beauty is not there, then there is no point to our psychological health
  - c. Beauty of the built environment balanced with the Natural environment
  - d. Quality
- 3) Pedestrian Realm – The need to begin to design from this perspective. The past society has been centered around the automobile, in motion and scale.
  - a. Walkability (streetscape against Automotive Realm and Private / Public structures)
  - b. Scale
  - c. Public Private interactions
  - d. Tools
    - i. Way Finding
    - ii. Many elements of the UDG
- 4) Vehicular Realm – we cannot ignore it, be we can redefine it
  - a. Experience from within the vehicle –different speeds bring different experience of the same setting
  - b. Different modes – (bus, car, bike, etc)
  - c. Managing movement and storage once within the node
    - i. Parking for present and future
    - ii. Underground, surface, above
  - d. Tools
- 5) Open Space – used so loosely, we need to define it, qualify it, and find way to rate it.
  - a. At one point there was discussion about how to qualify it like the heights, percentage of green, public vs public accessible, etc.(possibly during density bonus discussions)
  - b. Tools
- 6) Connectivity
  - a. Importance that projects show connectivity – otherwise it's isolated
  - b. Connectivity thru design
  - c. Connectivity thru movements
  - d. Tools



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#### Working Group Assignments

- 3 people per item with each person in three discussions...
- To help save time, the initial lineup as below with two items per person... personal pick of the third item!
- Assignment to Working Groups, then for these discussions we adjust members so we don't have to create more working groups.

**Vision** – Cotera, Taniguchi, \_\_\_\_\_

**Beauty** – Almy, Hasbrouck, \_\_\_\_\_ (invite Girard Kinney as public participant)

**Pedestrian Realm** – Wiginton, Cotera, \_\_\_\_\_

**Vehicular Realm** – Whatley, Shieh, \_\_\_\_\_

**Open Space** – Hasbrouck, Wiginton, \_\_\_\_\_ (invite Eleanor McKinney as public participant)

**Connectivity** – Taniguchi, Almy \_\_\_\_\_

**Infrastructure** – Shieh, Whatley, \_\_\_\_\_

- *Infrastructure added to workload recently by Council...*

## **PROCESS**

### **REVIEW BY DESIGN COMMISSION**

#### **Design Commission Requirements**

- A. Reasons to have set process standards
  - 1. Clear set of tools
  - 2. Provide efficient path
  - 3. Meaningful discussion
  - 4. Assistance to help focus
- B. Design phase when to come to Design Commission
  - 1. 75% Schematic Design Phase
  - 2. Early enough so direction suggestions can be considered
- C. Use the checklist (similar to Urban Design Guideline Checklist currently used)
  - 1. Based upon Infrastructure Guidelines
  - 2. Comment on how addresses each point
  - 3. Comment is need help with specific items
- D. Cross Department Cooperation
  - 1. List of Departments in the Team and role that they play
  - 2. Department representatives available to present
- E. Exhibits required – focus is to depict the relationship to the public experience
  - 1. Area map within 500'
    - a. Zoning
    - b. FLUM
  - 2. Site plan thru adjacent right of way
  - 3. Site Section extending thru right of way
  - 4. Elevations with height (scale figures) and materials
- F. Schedule
  - 1. Design Phases
  - 2. Construction start and completion
- G. Public Input
  - 1. Description of process done for input
  - 2. Neighborhood plan consideration comment



## Annual Internal Review

This report covers the time period of 1-1-201~~4~~<sup>3</sup> to 12/31/201~~4~~<sup>3</sup>

### 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:**

- 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~~continued with a work plan to execute the Council directive by the fall of 201~~5~~4.
- 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~~ established a new working method for reviewing developer driven projects that wish to establish substantial compliance with the Urban Design Guidelines as part of the newly established process to streamline the Density Bonus entitlement system.
- ~~c. 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 201~~4~~3:

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~~finalize Infrastructure Projects Design Guidelines by the ~~end of fall of~~ 201~~5~~4 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 reorganize the working methodologies of the Design Commission in order to adapt to the new council structure.

~~E.F.~~ 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 and present it to the Design Commission.
- B. ~~Continue to meet with City Staff~~ Work to finalize, and Council to develop the interim Infrastructure Design Guidelines, ~~and b~~ integrate them into the urban design guidelines and begin creating the final document~~ation~~.
- C. The Commission will continue to 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 processes that streamline thes 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 continue to 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 continue to 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-small area~~ 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 201~~5~~<sup>2</sup>-201~~6~~<sup>3</sup>:**
- 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.