



MANDATE:

The Committee will:

- ✳ provide input to the City in the formulation of Urban Design principles, guidelines, and policies;
- ✳ accept submissions and provide recommendations to Sustainable Development;
- ✳ review and provide recommendations on rezoning, major development applications, public projects city-wide, or special projects in Edmonton at the request of Council or the City Manager; and
- ✳ review pre-applications and provide recommendations to the applicant.

SUBCOMMITTEES:

✳ As required (none at present)	
---------------------------------	--

CURRENT BOARD ACTIVITIES:

✳ Hear pre-assessment consultations	✳ Hear formal presentations from applicants
✳ Deliberates and makes a decision regarding applications	

REMUNERATION:

- ✳ Yes - \$100.00 per meeting.

APPOINTMENT TERM:

- ✳ One-year terms, (from May 1 to April 30) renewable to a maximum of six consecutive years.
- ✳ City of Edmonton Volunteer Management practices include an annual evaluation of board members. *[City Policy C575B]*

TO APPLY:

- ✳ Applicants are required to complete the online Taleo application, and attach a current resume plus three written letters of reference. (References should be from individuals that can comment on the relevant qualities, skills or knowledge you possess.)



APPLICATION PROCESS TIMELINE:

Executive Committee of Council serves as the Selection Committee for this Committee. It is anticipated that selection processes will take place on the following dates:

- ✳ Application Deadline - May 18, 2016
- ✳ Applicant Short Listing - May 31, 2016
- ✳ Applicant Interviews - June 21, 2016
- ✳ Appointment made by City Council - June 28, 2016

QUALIFICATIONS:

- ✳ Some knowledge of design and urban design, whether through practical experience while being employed directly or indirectly in the industry, or through academic experience
- ✳ The ability to maintain objectivity with respect to development applications within the geographic boundaries established in the bylaw
- ✳ The ability to commit:
 - 10+ hours per month on board-related activities
 - The Committee meets the first and third Tuesday of every month at 4 pm in City Hall

EXPECTATIONS:

- ✳ To understand the Committee's mandate, Bylaw, [Principles of Urban Design](#), processes and policies;
- ✳ To actively participate in committee meetings and sub-committee meetings:
 - To review materials and prepare for meetings, participate in discussions and decision-making, and honor decisions of the committee
- ✳ To abide by the [Ethical Guidelines for Citizens Who Serve on City Boards, Agencies and Committees](#)
- ✳ To work effectively with other committee members, the citizens of Edmonton, developers, design professionals and City staff.