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(OFFICE OF THE VICE-PROVOST, SPACE AND FACILITIES PLANNING)

**FOR INFORMATION**

TO: Business Board

SPONSOR: Ron Venter, Vice-Provost, Space and Facilities Planning  
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DATE: April 24<sup>th</sup>, 2005 for May 2<sup>nd</sup>, 2005.

AGENDA ITEM: 4(c)

**ITEM IDENTIFICATION:**

**Design Review Committee: Annual Report: July 2003 to June 2004.**

**JURISDICTIONAL INFORMATION:**

Business Board receives reports for information.

**PREVIOUS ACTION TAKEN:**

The *Policy on Capital Planning and Capital Projects* which was approved by Governing Council on June 28<sup>th</sup> 2001 established the Design Review Committee to advise the President or delegate on the development of campus built form environments. Under the Policy, the Committee is required to report to Governing Council on its activities; the Executive Committee has recommended that the annual report of the Design Review Committee be presented to the Planning and Budget Committee of the Academic Board and to the Business Board.

**HIGHLIGHTS:**

During the period of July, 2003 to June, 2004, the Design Review Committee met a total of eight times to review a total of 14 projects on the three University of Toronto campuses.

**FINANCIAL AND/OR PLANNING IMPLICATIONS:**

Not applicable.

**RECOMMENDATION:**

This item is for information only

## **ANNUAL REPORT: THE DESIGN REVIEW COMMITTEE [DRC], 2003/2004**

July 1<sup>st</sup>, 2003 – June 30<sup>th</sup>, 2004.

### **Membership of the DRC:**

Professor Ron Venter (Chair), Vice-Provost, Space and Facilities Planning  
Mr. John Bisanti, Chief Capital Projects Officer/ Ms. Catherine Riggall, Acting Vice-President, Business Affairs  
Ms. Sarah Pearce, Business Affairs [by invitation]  
Mrs. Elizabeth Sisam, (Secretary), Director, Campus and Facilities Planning  
Presidential appointee: Professor Brigitte Shim, Faculty of Architecture, Landscape and Design  
Presidential appointee: Mr. Peter Smith, Lett-Smith Architects  
Presidential appointee: Mr. Ron Soskolne, Soskolne Associates  
Governing Council representative: Professor Ray Cummins, UTSC  
Governing Council representative: Professor Phil Byer, Co-Chair, EPAC  
Governing Council representative: Mr. Richard Nunn  
UTM representative: Mr. Paul Donoghue, Chief Administrative Officer, UTM  
UTSC representative: Professor Ted Relph, Associate Principal, UTSC  
St George representative: Dean Larry Richards, Faculty of Architecture, Landscape, and Design.

In June, 2001, the Planning and Budget Committee approved a new policy, *Policy on Capital Planning and Capital Projects*, which emphasized the importance of the Design Review Committee [DRC].

The DRC has contributed significantly to all developments on all three campuses and is increasingly recognized, both internally and externally, for the fair, yet critical, assessment of projects on behalf of the University community. Members of the Design Review Committee also participate, by invitation, in the Architect Selection process with user representatives and continue to review the projects as they progress.

The number of capital projects requiring review remained significant in 2003/04. The St. George Campus will have eight major buildings completed within the next 5-year period. The University of Toronto at Scarborough will have four new buildings opened and the University of Toronto at Mississauga will have two additional buildings opened within the next three years. Additional construction is planned to address enrolment expansion and the double cohort.

The Policy requires review by the Design Review Committee to first establish that the planned building is contextually appropriate to the site and the campus, addressing urban design criteria and massing. A follow-up discussion between the consultants and the DRC occurs when the project is in design development and addresses the landscape plan and palette of materials being considered within the budgetary framework. The complete mandate of the Design Review Committee as defined within the POLICY ON CAPITAL PLANNING & CAPITAL PROJECTS and approved by Governing Council in June 2001: The terms of reference of the Design Review Committee (DRC) are attached hereto as Appendix C [coincides with the appendix in the policy report].

It is in the University's interest that each major project is sufficiently significant to require individual Governing Council approval, and that the exterior design elements and relevant public areas be reviewed from a design perspective by a committee established for this purpose. In

making this provision, the University obtains advice towards design excellence on the campuses of the University. The University seeks comments from design professionals to ensure that campus objectives are met and that environmental and heritage issues are addressed.

During the period of July, 2003 to June, 2004, the Design Review Committee met a total of 8 times, reviewing 14 projects on all three University of Toronto campuses.

The following projects, each categorized within one of the eight defined sectors at the University of Toronto, have been reviewed by the Design Review Committee during the academic year 2003/04. Illustrations of a number of these projects have also been included.

- Sector 1: University of Toronto at Scarborough**  
UTSC: Science Wing/Arts Classroom (tour)  
UTSC: Arts Classroom  
UTSC: Cooling Towers  
UTSC: Gateway Project for Morningside Rd/Military Trail
- Sector 2: University of Toronto at Mississauga**  
UTM: Athletics and Wellness Centre  
UTM: Academic Learning Centre
- Sector 3: Health Sciences**  
No projects reviewed.
- Sector 4: Faculty of Arts and Science**  
Department of Economics Renovation and Expansion  
Sidney Smith Patio Enclosure
- Sector 5: Faculty of Applied Science & Engineering**  
No projects reviewed
- Sector 6: All Other Faculties**  
Forestry: Earth Sciences Centre Forestry Addition for CFI research
- Sector 7: Campus**  
Signage for UofT Art Centre's Picasso Exhibit  
Robert Murray Sculpture Relocation  
Tree Donations – Back Campus  
Shane Baghai Presentation Project
- Sector 8: Residences**  
UTM: Phase 8 Residence

The year 2001/2 also marked the start-up of construction for the first major demonstration project of the Open Space Plan, King's College Road. The Design Review Committee sponsored the Open Space Master Plan and the first phase of the project. Work on the project has continued on the project with the completion of King's College Road and the Alumni Gates, Phase 1 in April 2004.

The DRC has contributed extensively to the improved architectural and landscape design of all new buildings on the three campuses. The open discussion of each project has enabled better

ideas to surface that otherwise might have been stifled and or neglected. In its deliberations, the DRC is ever mindful of the difficult trade-off between expectations and the budgetary reality; and is therefore seeking the effective practical, yet innovative, solutions that embraces good, durable and creative design to achieve a sense of landscaping consistency to the campus whilst pushing the envelope of green buildings with good sustainability.

The DRC met on eight occasions during this reporting period for some 21 hours. The membership is to be congratulated on their commitment to building a better campus; they have collectively served the University very well indeed.



**Sector 2:        UTM: Athletics and Wellness Centre**



**Sector 2:        UTM: Hazel McCallion Academic Learning Centre**



**Sector 4: Faculty of Arts and Science: Sidney Smith Patio Enclosure**



**Sector 8: Residences - UTM: Phase 8 Residence**

## **APPENDIX C: DESIGN REVIEW COMMITTEE**

[reference: *Policy on Capital Planning and Capital Projects*]

### **C.1 TERMS OF REFERENCE**

The Design Review Committee [DRC] advises the President or delegate on the development of campus built form environments, in order to enable the President to implement the University's commitment to a level of excellence in this area comparable to that established for its academic activities. The Committee uses high standards in discharging its duties with respect to architect selection, design review and the interplay of design issues with other planning concerns. The Committee primarily focuses on Capital Projects sufficiently large to require approval by Governing Council on the basis of Project Planning Reports<sup>1</sup>. All projects are assessed with respect to approved Master Plans, which will also be reviewed from time to time by the DRC.

The Committee's mandate includes:

- C.1.1. Advice on campus master plans, on the University's general principles and on physical planning and building design.
- C.1.2. Recommendations to the President and Vice-President, Business Affairs on the appointment of architects and landscape architects for all projects within its terms of reference with an exterior design component and public spaces and for all renovations or alterations to historically designated or listed buildings.<sup>2</sup> Projects having significant landscape components will require the appointment of a landscape architect as part of the design team.
- C.1.3. Review and make recommendations on conceptual and detailed design for building and landscape projects.<sup>3</sup> Matters under review should include the extent to which overall campus planning and design objectives are met, design excellence is achieved and environmental and heritage issues are addressed. The Committee focuses primarily on the overall integrity of the basic design, rather than on design details.<sup>4</sup>
- C.1.4. Being available for consultation, on an as needed basis, by administrative officers responsible for campus planning and design.
- C.1.5. Reporting to the Governing Council on its activities, on a basis to be established by the Executive Committee of Governing Council.

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<sup>1</sup> Currently, this is for projects with total cost of \$2 million or more.

<sup>2</sup> The University's normal approach to design of major capital projects is to choose consultants, who will then work with users and others to develop a building design. It may be advisable on occasion to choose consultants [architects] for a specific project on the basis of design competitions, instead of via selection process. Such competitions are established prior to the process leading up to the completion of a Project Planning Report and only after consultation with the DRC.

<sup>3</sup> Such reviews are normally required at the following stages: (a) prior to finalization of schematic plans, in order to ensure timely and effective oversight of the basic approach being taken to individual projects, (b) at the conclusion of design development, prior to permission being sought, normally through the Business Board, to proceed to project implementation, and (c) at any other time during project development when, at the request of a core member of the Project Committee, the Co-Chairs of DRC consider it advisable to review the fundamental design aspects of a project. Such a review, for example, could arise from concerns that the balance being struck between project design and project cost will lead to a disregard for overarching design values.

<sup>4</sup> The reviews are intended to be sufficiently rigorous that the President can be advised on the overall conformity of the proposal to the high standards expected of it, both with respect to design and in terms of its integration with other elements of the University's built form environment. It is the President's responsibility to resolve problems arising from different or conflicting advice given, e.g. by a Project Committee and DRC.

## **C.2 COMPOSITION**

The Design Review Committee will comprise a total of nine members plus four formally appointed ex-officio members. The membership of the Committee represents a coalition of design expertise, university governance, campus planners/ operations and services, and representation of the three campuses. Additional members will be co-opted, as needed, to further strengthen the particular campus representation when campus specific Capital Projects are tabled for review.

The Committee will have two Co-Chairs. One will be the Vice-President and Provost (or designate). The second Co-Chair will be appointed annually from among the non *ex officio* members by the President. Any member of the Committee may be appointed by the Co-Chairs to chair a panel as this need arises.

The Executive Secretary to the Co-Chairs of the DRC will be the Director, Campus Facilities and Planning.

Four persons appointed by the President because of their expertise and qualifications in design and related fields, at least two of whom shall be from outside the University.

Three members from the Governing Council, its Boards or the wider University community, with particular recognition of multi-campus participation, to be appointed by the President after consultation with the Chairs of the Academic and Business Boards. At least one of the three members shall be a current or former member of the Business Board.

Vice-President, Business Affairs (or designate), *ex officio*

The Dean of the Faculty of Architecture, Landscape and Design (or designate), *ex officio*

The Principal of University of Toronto at Mississauga (or designate), *ex officio*

The Principal of University of Toronto at Scarborough (or designate), *ex officio*

Other members, can be co-opted by the DRC for individual projects or purposes as required to enhance the review process. Specifically, members should be added to ensure adequate representation from each campus when projects to be undertaken on that campus are reviewed, and to include the Chair of the relevant Project Committee and other Project Committee members, as appropriate, when individual projects are discussed.

Assessors (non-voting) appointed by the President as needed.

The Committee's members, other than the ex-officio members or their designates, will normally be expected to serve for terms of up to three years, renewable up to a total of six years consecutive service. Appointments should be staggered to ensure continuity.

## **C.3 METHOD OF OPERATION**

The Design Review Committee will normally meet on a monthly basis. To accommodate campus specific reviews of capital plans, meetings will be held on that particular campus which corresponds to the agenda items under review. This will also allow the DRC to be fully informed of the site specific conditions as these relate to the project. An important role of the ex officio members, particularly for the UTM and UTSc representatives is to assist in the coordination of the DRC meetings held at the Scarborough and Mississauga campuses and ensure the appropriate campus representation at these meetings.

The Committee will discharge its functions, at the discretion of its Co-Chairs, either in full committee or in panels, subject to the following:



- C.3.1. The discharge of functions C.1.1 and C.1.5 [see terms of reference] above require consultation with the full Committee.
- C.3.2. The Architect Selection Panel must include the Chair [or designate] of the relevant Project Committee(s), two members of the Design Review Committee [or designates], an architect recommended by the Dean of Architecture, Landscape and Design, the Principal of UTM or the Principal at UTSc, (depending on the site of the capital project), and the Vice-President Business [or designate]. The V-P Business [or designate] will chair the Architect Selection Panel. Once a short list of architects has been identified, three additional representatives from the campus associated with the capital project will be invited to join the panel to recommend on the final architect selection.
- C.3.3 Non-members of the DRC with particular design expertise may also be added to panels for specific projects.
- C.3.4 At regular meetings of the DRC to assess the architectural design of a particular project, normal practice will require a brief presentation on the relevant background context of the project under review prior to the presentation by the architect.