



**FOR INFORMATION**

**TO:** Planning and Budget Committee

**SPONSOR:** Gail Milgrom, Acting Assistant Vice-President, Campus and Facilities Planning

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**DATE:** December 16, 2011 for January 11, 2012

**AGENDA ITEM:** 7

**JURISDICTIONAL INFORMATION:**

Under the *Policy on Capital Planning and Capital Projects*, the Design Review 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 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. It is in the University's interest that each project significant enough to require individual Governing Council approval, and which has an exterior design component or public area, be reviewed from a design perspective by a committee established for this purpose. In making this provision, the University seeks to obtain a level of advice commensurate with its desire to build in ways which provide outstanding examples of the work which the design profession can contribute to a university environment

**HIGHLIGHTS:**

During the period of July, 2010 to June, 2011, the Design Review Committee met a total of 9 times to review a total of 6 different projects on the three University of Toronto campuses. Additionally, there was continuing discussion at several meetings regarding the master plans for the St George, UTM and UTSC campuses.

**FINANCIAL AND/OR PLANNING IMPLICATIONS:**

Not applicable.

**RECOMMENDATION:**

This item is for information only.

## **ANNUAL REPORT: THE DESIGN REVIEW COMMITTEE 2010/11**

July 1<sup>st</sup>, 2010 – June 30<sup>th</sup>, 2011

### Membership of the Design Review Committee:

Ms. Elizabeth Sisam (Chair), Assistant Vice-President, Campus and Facilities Planning  
Mr. Nadeem Shabbar, Chief Real Estate Officer  
Ms. Catherine Riggall, Vice-President, Business Affairs  
Presidential appointee: Professor Brigitte Shim, Daniels Faculty of Architecture, Landscape and Design  
Presidential appointee: Mr. John Switzer  
Presidential appointee: Mr. Olivier Sorin, Graduate Student, Massey College  
Presidential appointee: Mr. Ron Soskolne, Soskolne Associates  
Presidential appointee: Ms. Elyse Parker, Director, Public Realm Section, City of Toronto  
Governing Council representative: Professor Meric Gertler, Dean, Faculty of Arts & Science  
Governing Council representative: Mr. Stephen Smith, Jones Collombin Investment Counsel Inc.  
Governing Council representative: Professor Gage Averill, Vice-Principal Academic and Dean, UTM  
UTM representative: Mr. Paul Donoghue, Chief Administrative Officer, UTM  
UTSC representative: Mr. Andrew Arifuzzaman, Chief of Strategy and Planning, UTSC  
St. George representative: Dean Richard Sommer, John H. Daniels Faculty of Architecture, Landscape, and Design  
Ms. Gail Milgrom, Managing Director, Campus and Facilities Planning

The Design Review Committee (DRC) has contributed in the consideration and review of all developments on the three campuses of the University since 2001. Throughout this period of time, the DRC has contributed extensively to ensure that high quality design and construction occurs at this University to create an enriched and inspiring environment. Projects are scrutinized individually and within the context of the University campus through debate and peer review. Such review contributes to the strength of ideas proposed and provides guidance to explore options that otherwise might not have developed. In its deliberations the DRC is mindful of the difficult trade-off between expectations and budgetary reality seeking a balanced approach to the resolution of design concerns.

These efforts have been successful as evidenced by the numerous awards and recognition, municipal, national and international, of our capital projects and open space initiatives on all three campuses of the University. However, most significant is the very positive influence on the campus experience for students, faculty and staff.

Projects are also reviewed with respect to sustainability and environmental concerns as these continue to be more important in our built environment and impact the ongoing operating costs of our buildings.

The number of projects requiring review remained significant in 2010/11. During the period of July, 2010, to June, 2011, the DRC met a total of 9 times and reviewed 6 projects as well as master plans for all three campuses. The projects included new construction, landscape plans, campus open space improvements and exterior signage initiatives. New Master Plans for the three campuses were also reviewed at length during this period. Members of the DRC also participated in the selection committee for consultants retained for capital projects valued over \$2 million.

Review of projects occurs at many levels and is often lengthy. First, to establish that the planned building is contextually appropriate to the site and campus and addresses urban design criteria and massing as delineated by the University's master plans.

Second, follow-up discussions between consultants and the DRC occur when the project is in design development addressing the landscape plan. Finally the palette of materials is considered within the budgetary framework of the project. Master plans are reviewed against proposed planning principles for consistency and relevance to support the academic environment and mission.

The complete mandate of the Design Review Committee is defined in Appendix C of the *Policy on Capital Planning and Capital Projects* approved by Governing Council in June, 2001 (attached).

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 2010/11.

Sector 1: University of Toronto at Scarborough

- UTSC Pan American Aquatics Centre
- UTSC East Arrival Court
- UTSC Campus Master Plan

Sector 2: University of Toronto at Mississauga

- UTM Master Plan

Sector 3: Health Sciences

- No projects were reviewed

Sector 4: Faculty of Arts and Science

- Sidney Smith Patio improvements

Sector 5: Faculty of Applied Science & Engineering

- Lassonde Mining Building signage

Sector 6: All Other Faculties

- No projects were reviewed

Sector 7: Campus

- St. George Campus Master Plan

Sector 8: Residences

- No projects were reviewed

Sector 9: Space

Robarts Library Pavilion  
Robarts Library exterior signage

**Citations and Awards 2010/11:**

2010 OAA Design Excellence Award: Gerstein Reading Room

## 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.

<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.

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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 John H. Daniels 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 the John H. Daniels Faculty 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.