

Edmonton Design Committee - 2025 Work Plan

Mandate of Edmonton Design Committee (EDC)

The mandate of EDC will be to improve the quality of the City's urban design by providing:

- (a) recommendations regarding development applications; and
- (b) advice regarding urban design policies and principles.

EDC Goals for 2025

Goal 1: Reviewing development applications (ongoing)

The ongoing review of development applications (rezoning applications, development permits and City projects) is central to the mandate of EDC as set out by Council. EDC conducts its work in accordance with EDC Bylaw 20673 and other applicable City policies and procedures, with the goal of ensuring the efficiency, effectiveness and relevance of the Committee.

Goal 2: Finalizing changes to the EDC boundary and scope of review

The scope of the previous EDC work plan was limited to identifying *potential* realignments of the current EDC boundary, as well as other changes to its scope of review. The 2025-26 work plan will focus on further examining and analysing these potential changes to identify a set of specific recommendations for Council consideration, as well as amendments to EDC Bylaw 20673, as needed.

Goal 3: Implementing new Committee resources including updated Standards and Procedures, New Submission Guide and Principles of Urban Design

Updating the EDC Standards and Procedures, and preparing a new Submission Guide and Principles of Urban Design was a key focus of the 2024-25 EDC work plan. The 2025-26 work plan will focus on incorporating these new resources into the day-to-day function of the Committee. To support a successful implementation and use of these new resources, the Committee is looking to:

- Identify specific training needs (e.g., GBA+ training) to support the new Principles of Urban Design;
- Develop tools (e.g., webinars) to educate the design and development industry on these new resources;
- Introduce rapid feedback mechanisms (e.g., exit surveys), to allow the Committee to more readily adapt to change; and
- Introduce more opportunities for self-assessment (both collectively and individually) to support future recruitment, ensure member engagement and satisfaction, and maximize overall Committee performance.

Goal 4: Interacting with Council

In order to familiarize the new Council with the Committee and its mandate and function, the EDC is proposing to hold either a Council Luncheon or Council information Session, likely in Q1 2026.

Goal 5: Undertaking a review of recent projects to inform the Committee's work

This is a new initiative that has previously been identified by the Committee as a necessary exercise to identify the impact of the Committee's recommendations on the development approval process, to inform continual improvement of the Committee's processes and procedures.

This task would require Administration to select a representative number of recent rezoning and development permit projects, and conduct an analysis of each project before and after EDC review. This analysis can identify the types of projects in which

EDC recommendations are most impactful, and how the recommendations themselves can be best articulated to provide the most effective and relevant guidance for Development Planners.

In addition, during the 2025-26 term the Edmonton Design Committee will continue to:

- Improve its onboarding process, creating additional resources for new Committee members; and
- Seek opportunities to coordinate and collaborate with other Council Committees

Work Plan

Please note: The work plan presented below is subject to further project planning and refinement; however, the various action items have been scheduled to allow the committee to update Council on the progress of the work plan as part of the 2025 EDC Annual Report. This schedule has also been developed in a manner that responds to the capacities of both the committee and administration; action items will be accelerated wherever possible.

Goals	Timeline	Action Items	Expected Outcomes	Partners/ Stakeholders
<p>Goal 1: Reviewing Development Applications</p>	<p>Ongoing EDC meets twice monthly</p>	<ul style="list-style-type: none"> • Conduct the work of the Committee in accordance with applicable bylaws, policies and procedures • Identify minor improvements and adjust processes as necessary 	<ul style="list-style-type: none"> • Projects are reviewed in accordance with the EDC Bylaw and, updated EDC standards and procedures and new submission guide 	<ul style="list-style-type: none"> • Administrative support provided by Urban Planning and Economy (Urban Design)

<p>Goal 2: Finalizing changes to the EDC boundary</p>	<p>Start Date: May 2025</p> <p>Additional modelling Q3 2025</p> <p>Industry engagement + refinement Q4 2025</p> <p>Bylaw amendment Q1 2026</p>	<ul style="list-style-type: none"> • Undertake additional modelling as needed to further refine potential changes • Finalize recommended boundary changes • Engage with internal and external stakeholders on recommended boundary changes • Report back to Council as part of 2025 Annual Report • Prepare bylaw amendment for consideration by Council 	<ul style="list-style-type: none"> • Recommended boundary changes identified • Bylaw amendment for consideration by Council 	<ul style="list-style-type: none"> • Administrative support provided by Urban Planning and Economy (Urban Design) • Internal Stakeholders include COE Development Services • External Stakeholders include AAA, AALA, APPI, UDI, BILD, ULI, CHBA, IDEA. • Internal project support will be required from COE Communications and Engagement • Support may be required from COE Planning and Environment Services (testing and mapping)
<p>Goal 3: Implementing new Committee resources</p>	<p>Start Date: May 2025</p> <p>Identifying training needs Ongoing</p> <p>Development of communication, industry feedback and committee</p>	<ul style="list-style-type: none"> • Identify training needs and deliver / arrange training • Develop communications tools (e.g., updated websites, webinars), industry feedback tools (e.g., exit surveys), committee 	<ul style="list-style-type: none"> • Training identified and delivered • Communications tools developed and delivered 	<ul style="list-style-type: none"> • Administrative support provided by Urban Planning and Economy (Urban Design) • Internal project support will be required from COE Communications and Engagement

	<p>self-assessment tools Q3 2025</p> <p>Rollout of committee self-assessment tools Q4 2025</p> <p>Rollout of communication and industry feedback tools Q1 2026 (or sooner)</p>	<p>self-assessment tools (in addition to C575)</p> <ul style="list-style-type: none"> • Rollout of committee self-assessment tools • Report back to Council as part of 2025 Annual Report • Rollout of communications and industry feedback tools 		
Goal 4: Interacting with Council	<p>Anticipated date: Q1 2026</p>	<ul style="list-style-type: none"> • Plan and host a session (type to be determined) to improve awareness of the EDC 	<ul style="list-style-type: none"> • Improved awareness of the EDC • Recognition of outgoing EDC members (TBD) 	<ul style="list-style-type: none"> • Administrative support provided by Urban Planning and Economy (Urban Design)
Goal 5: Undertaking a review of recent projects	<p>Start Date: May 2025</p> <p>Identification and analysis of projects (by Administration) Q4 2025</p>	<ul style="list-style-type: none"> • Identify projects to be reviewed • Undertake analysis of the impact of committee recommendations • Provide summary to Committee for review • Incorporate as appropriate into the 2025 Annual Report 	<ul style="list-style-type: none"> • Summary report prepared by Administration, can be appended to 2025 Annual Report. 	<ul style="list-style-type: none"> • Internal project support will be required from COE Development Services

Sub-Committees for Council's Consideration

Name of the Sub-Committee	<i>Rationale</i>	<i>Composition of the Sub-Committee</i>
<p>EDC Work Plan Sub-committee</p>	<p>The EDC work plan sub-committee is required to complete the action items listed under Goals 2-5 (above).</p> <p>The present workload and composition (i.e. size) of the Committee does not allow this work to be undertaken in an efficient manner; establishing the sub-committee allows these actions to be undertaken in a much more focused and expedient manner.</p> <p>This work of the sub-committee will further enhance the ability of EDC to deliver on its Council mandate of providing recommendations on development approvals.</p> <p>This work is anticipated to take approximately 200 hours (40 hours x 5 sub-committee members), with members of the sub-committee meeting with Administration on a monthly basis. Members of the sub-committee will provide strategic direction to the work undertaken by Administration. Project management, engagement and other support of 0.1 -</p>	<p>The work plan sub-committee is envisioned to include up to 5 Committee members. The Committee may allow former EDC members - particularly those experienced with recent work planning - to join or otherwise contribute to the sub-committee.</p>

	0.2 FTE will be provided by City Administration (Planning and Environment Services, Communications and Engagement) using existing resources.	
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