

# ADVISORY BODY REVIEW

Council appoints advisory groups to provide input on development proposals. Rezoning proposals for non-residential and residential developments with three or more units are generally referred to the appropriate committees.

ADP - Advisory Design Panel  
APC - Advisory Planning Commission  
HAC - Heritage Advisory Commission  
ITC - Integrated Transportation Committee

## PURPOSE

**ADP** considers design including:

- Site context and the impact on the natural and built environment;
- Bulk, scale and relationship of the buildings and liveability of the development; and
- Quality and consistency in the architectural and landscaping design and finishes.

**APC** considers land use and planning issues including:

- Alignment with the City's Official Community Plan and the Metro Vancouver Regional Growth Strategy;
- Contribution to social, economic and environmental sustainability and balance of public and private benefit;
- Site context and the impact on the natural and built environment; and
- Livability including streetscape, unit and room characteristics.

**HAC** considers the City's unique sense of place including:

- Preservation, rehabilitation or restoration of heritage building and landscape resources;
- Character defining elements, heritage context, balance of public and private benefit; and
- Expression of aesthetic, historic, scientific, cultural and spiritual values.

**ITC** considers planning and mobility including:

- Site context and impact on existing infrastructure and the environment; and
- Increasing active transportation, transit use and efficiency for all modes.

## CONTACT

<b>ADP</b>	David Johnson, Planner 2 Rachel Fish, Committee Clerk	604-990-4219 604-990-4204	<a href="mailto:djohnso@cnv.org">djohnso@cnv.org</a> <a href="mailto:rfish@cnv.org">rfish@cnv.org</a>
<b>APC</b>	Mike Friesen, Planner 2 Rachel Fish, Committee Clerk	604-990-4206 604-990-4204	<a href="mailto:mfriesen@cnv.org">mfriesen@cnv.org</a> <a href="mailto:rfish@cnv.org">rfish@cnv.org</a>
<b>HAC</b>	Sean Galloway, Manager-Planning Edytha Barker, Committee Clerk	604-982-8305 604-990-4223	<a href="mailto:sgalloway@cnv.org">sgalloway@cnv.org</a> <a href="mailto:ebarker@cnv.org">ebarker@cnv.org</a>
<b>ITC</b>	Daniel Watson, Transportation Planner Rachel Fish, Committee Clerk Edytha Barker, Committee Clerk	604-982-3943 604-990-4204 604-990-4223	<a href="mailto:dwatson@cnv.org">dwatson@cnv.org</a> <a href="mailto:rfish@cnv.org">rfish@cnv.org</a> <a href="mailto:ebarker@cnv.org">ebarker@cnv.org</a>

## DELEGATION AND SUBMISSION

Deadlines					
Committee	Date	Digital	Paper	Paper Copies	Required Delegation
ADP	3 <sup>rd</sup> Wed	2 wk prior	2wk prior	15	Developer Architect Landscape Architect
APC	2 <sup>nd</sup> Wed	1.5wk prior	1wk prior	15	Developer Architect Landscape Architect
HAC	2 <sup>nd</sup> Tues	2.5wk prior	2wk prior	10	Developer Architect Landscape Architect Heritage Consultant
ITC	1 <sup>st</sup> Wed	1.5wk prior	1wk prior	10	Developer Transportation Planner

A delegation consisting of the registered professionals listed above must attend the meeting and present the application for a maximum of ten minutes. The presentation should include an introduction of the delegation, description of any requested variances and overview of neighbourhood impacts. The committee will then ask questions of the delegation. Following the question period, the delegation may observe—but cannot participate in—the committee’s subsequent deliberation.

All materials must be legible with written materials a minimum 11 point font size. Printed materials in the quantity indicated above must be delivered to the Committee Clerk no later than noon two weeks prior to the meeting. Collate and staple materials, but do not use plastic covers or spiral bindings. All required models and/or A/V submissions should be brought to the meeting. Digital presentations may supplement or replace full-size presentation boards. Please advise the Committee Clerk two days prior to the meeting if you wish to make a digital presentation. Incomplete submissions will not be accepted and will delay the time required to process your application.

## **CONTENT**

Refer to web pages for each Committee for standard submission requirements. All advisory group submissions must be in a reduced 11”x17” size, double-sided and include the standard submission requirements. Additional content for specific advisory groups include the following:

- ADP** One 11”x17” colour material sample board for exterior finishes with legend and corresponding elevations, a CPTED statement and public art proposal.
- HAC** Heritage assessment of aesthetic including statement of significance and conservation plan, historic, scientific, cultural, social or spiritual significance.
- ITC** Transportation plan developed in accordance with Resource: Guidelines for the Submission of Transportation Studies for Development Applications