

Edmonton Design
Committee



Appendix B

EDC Submission Guide

Final Draft

Updated April 8, 2024

Peter Spearey, AALA, Lead Urban Designer
peter.spearey@edmonton.ca
edmonton.ca/edc

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1.0 Introduction

The Edmonton Design Committee (EDC) is committed to working with proponents in presenting their proposed projects to the Committee. We regard this process as a collaborative one, where we endeavour to work together with a continued commitment to designing projects to enhance city urban form and function; strengthen our neighbourhoods and local character; shape new districts; protect and leverage the value of our built environment; and create vibrant, dynamic, and appealing places to live and work.

The purpose of the EDC is not to provide recommendations on detailed design; but rather, to assess and seek common ground with respect to the unique qualities of each project and how they support good urban design, placemaking and city-building.

1.2 Principles of Urban Design

The EDC has adopted **principles of urban design** (the ‘what’ and the ‘why’) and **key design priorities** (the ‘how’) (below) that not only reflect current best practice in urban design, placemaking and city-building, but also align with ConnectEdmonton and translate the policy intentions of The City Plan (Belong, Live, Thrive, Access, Preserve and Create) into more specific urban design principles and priorities.

EDC Principles of Urban Design

Authentic and meaningful - Celebrating people, cultures, natural and built heritage and climate while promoting the evolution of culture for generations to come.

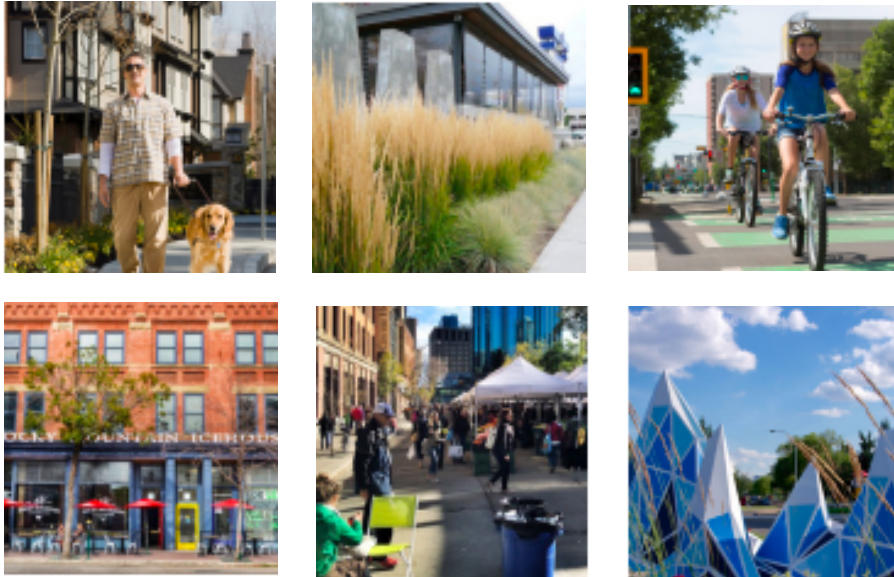
Healthy and inclusive - Creating safe and welcoming places for people of all cultures, incomes, ages, abilities and genders

Attractive and human-scaled - Creating a comfortable, well-scaled public realm that supports walkability and creates a memorable city image.

Connected and walkable - Integrating the movement of people within the public realm across a multitude of modes, systems and scales, with a focus on walking and wheeling.

Resilient and sustainable - Facilitating urbanization that supports energy transition and climate resilience, and reduces our ecological footprint.

Vibrant and thriving - Enabling diverse activities, amenities, and uses that contribute to lively, people-focused places.



EDC Key Design Priorities

Context - Compatibility with the unique qualities of the site such as built form, natural systems, topography and climate. Particular attention should be directed to massing and the use of appropriate setbacks, transitions, connections, as well as the future area context (i.e. future proofing).

Human-centered design - A primary focus on the needs and desires of users and the public, ensuring quality of life through comfort, functionality and aesthetic pleasure. Human-centered design is critical to meeting Council's priorities of creating vibrant, inclusive and sustainable communities.

Integration, innovation and excellence - The planning and design of buildings, landscapes and infrastructure will employ an integrated systems approach, embrace collaboration, and strive for innovation and design excellence - contributing to Edmonton's reputation as a leader in urban design.

2.0 Submission Requirements

There are three components of an EDC submission:

- Base development information
- Project design analysis
- Design narrative

2.1 Base Development Information

- A basic description of the project, including major statistics (e.g. height, density and parking), address, size, current zoning and planning history (e.g., previous approvals) - with copies of relevant documents.
- Key site information including a location map, aerial views, and photos that illustrate the site location and surrounding site context.

2.2 Project Design Analysis

The project design analysis includes the **key planning and design drivers** and the **site and neighbourhood analysis**.

Key Planning and Design Drivers

- An overview of the program and key functional requirements.
- Compliance with relevant statutory plans and / or zoning, clearly identify areas of non-compliance and rationale.
- A summary of the engagement process with community and client groups and any key feedback.
- Proposed approach to meeting the **Principles of Urban Design** and **Key Design Priorities** (as appropriate to suit the unique circumstances of each project).
- A brief summary of the key project objectives and an assessment of why the project exemplifies good urban design.

Site and Neighbourhood Analysis

Provide an illustrative (graphic) analysis of how the project relates to its surrounding context. The analysis should inform meaningful planning and design responses and decision-making; optimize form and function; acknowledge, capitalize, and integrate site networks and the complex relationships between people, built form, and the site. The analysis should address the following considerations:

- **Essence & Character** – An illustrative overview of the key essences (e.g., the predominant colours, textures, patterns, materials, forms, sounds and activities that occur in the surrounding natural and built environment) and authentic character components that establish relevance, meaning, originality, vitality and positive sense of place) (Figure 1).

- **Design Framework** – An illustrative overview of the key planning and design responses that enhance the visual quality or legibility of the project within the surrounding neighbourhood context, and how they support the relationships and interface with the surrounding context and enhance the sense of place. The design framework should address key aspects of **district** (how does the project relate to the block, neighbourhood, community, or city with respect to existing and future zoning and planning, and integrating areas of recognizable and common character), **landmarks** (how does the project relate and enhance surrounding reference points, destinations, and wayfinding), **nodes** (how does the project interface with the public realm and enhance surrounding focal points, key intersections, etc.), **edges** (how does the project interface with the public realm and enhance the surrounding natural and built boundaries) and **connectivity** (how does the project interface with the public realm and existing/future forms of movement (e.g., roads, walkways, public transit, bicycle routes, etc.) and promote connectivity, walkability, vibrancy, accessibility and inclusivity. Other design framework considerations include:
 - **Sensory** – The visual, auditory, tactile, olfactory aspects of the site and surrounding context (type, duration, intensity, and quality (+ or -)) that have been identified and addressed in the project.
 - **Human & Cultural** – The cultural, psychological, behavioural, and sociological aspects related to well-being and human experience; activities, human relationships, patterns of human characteristics (+ or -); indigenous or cultural/heritage engagement and application; human-centric/human scaled aspects related to the neighbourhood, street, built form and site; and CPTED considerations and applications that have been identified and addressed in the project.
 - **Adaptation and Resiliency** – The processes or actions applied to support the project and surrounding context and/or design components incorporated to anticipate and mitigate variation in climate and changes to the surrounding context. For example, built form orientation and features (courtyards, forecourts, canopies, etc.); low energy/low impact/durable building features and materials; hardscape applications; site design (e.g., low impact development applications); project staging and future potential changes to the surrounding context; etc.

The specific scope of the site and neighbourhood analysis (including the physical extent of the analysis) is at the discretion of the Applicant and should reflect the unique circumstances of the project, including the program and functional requirements. Examples of typical site and neighbourhood analyses are shown in Figure 2.

For a typical development permit submission the **project design analysis** should be no more than 3-5 pages.

2.3 Design Narrative

Applying the **project design analysis**, describe and illustrate the key urban design responses that evoke a sense of place and enhance the surrounding context and urban experience. The **design narrative** must clearly communicate the key planning and design drivers, including: how the design responds to the project's architectural, historical, cultural, and social context; how the design addresses the principles of urban design and key design priorities; and how the urban design responses achieve the project objectives and exemplify good urban design.

The **design narrative** will utilize plans, elevations, 3-d projections, sections, renderings, diagrams and/or images as needed (see below). Applicants are encouraged to utilize and / or annotate existing drawings (e.g. development permit) as much as possible.

A typical design narrative should include the following:

- **Built form** - Scale, massing, transitions and other considerations which relate to the surrounding context and design framework, while supporting densification, diversification of housing options, etc. *3-dimensional projections and/or sections recommended (Figure TBD).*
- **Site development** - Key components (hardscape, softscape, gathering spaces, amenity areas, site furniture, amenities and features (e.g., fencing, lighting, public art, etc.)) and their form, seasonal (e.g., winter) considerations/variation, materials, textures, and colours (i.e. design essences and character), and analysis and assessment. Proposed off-site improvements (administered through Servicing Agreements or Municipal Improvement Agreements) should also be noted. *Annotated site plans and/or landscape plans recommended.*
- **Public realm interface** -The building/public realm interface with a focus on establishing a human-scaled environment that promotes animation, social interaction, vibrancy, walkability, and various forms of defined and mixed-use ground floor experiences; and supports essence, character, and sense of place. *For buildings, renders, 3-dimensional projections and/or section drawings are recommended for all building faces adjacent to and/or visible from the public realm (See Figure 3).*
- **Materiality** - Built form components, materials, cladding, finishes, colours, incorporating design essences/character, analysis, and assessment. *Annotated. coloured building elevations with product images recommended.*

- **Lighting** - The general design intent relating to building and site lighting, with a focus on the public realm and the public realm interface. *Annotated site plans and building elevations, product cut sheets and / or nighttime renderings recommended.*
- **Signage** - The general design intent relating to building and site signage, with a focus on the public realm and the public realm interface. *Annotated building elevations indicating the general location, size, type and construction (e.g., materials, illumination, etc.) recommended.*
- **Sustainability** - Key environmental, social, and economic principles (e.g., energy performance, materials, climate resilience, and energy transition). *Annotated site plans and/or building elevations recommended.*
- **Connectivity** - Site access and circulation (active modes and vehicular), accessibility, inclusivity, and active modes of transportation at the site level. *Annotated site plans recommended.*
- **Futureproofing** - Staged development and futureproofing of potential issues or opportunities that affect either the project development or surrounding context. *Annotated site plans recommended.*

For a typical development permit submission, the **design narrative** should be no more than 5-8 pages.

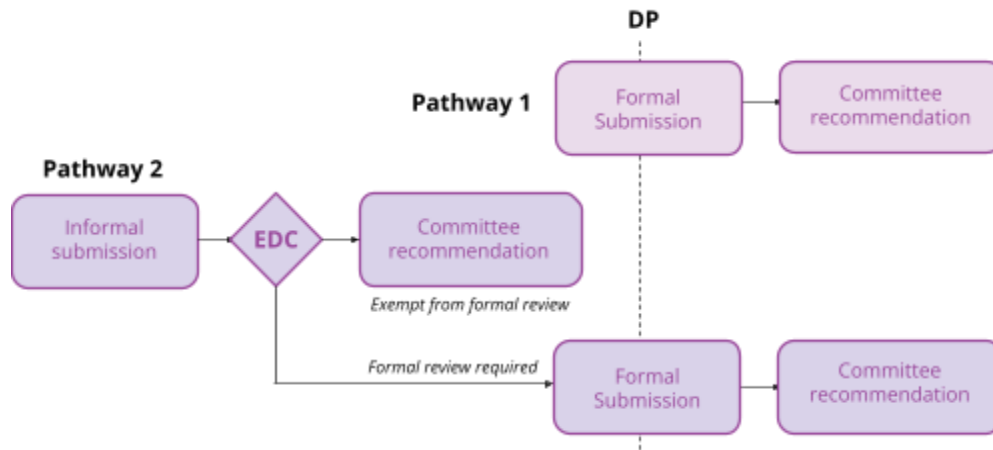
Applicants are also required to submit information provided to the City as part of the development approval process, including (but not limited to) text provisions and drawing appendices (for rezoning applications) and sun / shadow studies (for development permit applications).



EDC Submission requirements at a glance

3.0 Making a Submission to EDC

There are two pathways to making a submission to EDC:



Pathway 1 involves proceeding directly to a formal submission, preparing a package to a level of refinement typical of a development permit or rezoning submission.

Pathway 2 is a two-step process. For the informal submission, the applicant will submit a package to a schematic level of refinement. The Committee may make a motion to exempt the applicant from formal review. To be considered for such an exemption, the applicant must make the informal submission in public.

4.0 Format

The EDC submission shall be prepared in 11 x 17" landscape format and provided in PDF format. File sizes should not exceed 25 MB, and be saved at a sufficient resolution to ensure drawing notes and annotations are easy to read on a desktop or desktop display without excessive zooming or scrolling.

5.0 Evaluation

The evaluation of a submission will be based on how well the proposed design, as communicated in the **design narrative**, responds to the **project design analysis**; and in particular:

- The **key planning and design drivers**; and
- The **site and neighbourhood analysis**

