

**EXTRACT OF DRAFT MINUTES OF DECEMBER 10, 2015 DESIGN REVIEW COMMITTEE****8.1 Preliminary discussion regarding the inclusion of applicants in the process at the approval stage.**

The Chair reviewed the current process and shared that he would like to see applicants be included as part of the staff presentation. He continued that while the applicant presents to the Committee during the preliminary application phase of the development, he acknowledged that there is a role for the applicant to play in these discussions and believed that the applicant should present again along with staff. The Chair invited the Committee to share their comments.

Mr. Pinto commented that this would also be an opportunity to ask questions as well. He continued that he would appreciate knowing the rationale of why Committee's recommendations from the pre-application phase may not have been accommodated in the final design.

The Chair shared that in discussion with Ms. Sherryll Murphy, it was decided to ask staff to review this item and have the Committee re-look at it in January.

The Chair suggested that a copy of the previous minutes from the preliminary presentation be included in the agenda package as a reference item for the Committee. The Committee concurred with this suggestion.

Ms. Karen Brown, Solicitor, agreed that it was a good idea to discuss this topic further in January and that staff will come prepared to provide guidance to the Committee on this matter. She also noted that this is not a public hearing session and that the previous Committee decided to incorporate a pre-application stage to better understand the development proposal. Ms. Brown continued by sharing that there needed to be caution around having the developer come into speak without allowing representation from the public which has been part of past processes. She shared that the process of this Committee is a different legislative process than a public hearing and that staff will be prepared to provide guidance on the process and a staff recommendation in January.

**Extract of April 8, 2010 Minutes of Design Review Committee**

The Committee also discussed whether to receive oral or written third-party presentations on applications. There was general agreement among the members that this Committee was not the venue for such presentations nor was it the Committee's mandate.

**MOVED by Mr. Hyde, Vice-Chair, seconded by Mr. Smith-Lamothe, that the Design Review Committee receive written presentations from third parties. MOTION DEFEATED.**

It was noted the Mr. Parish, Mr. Smith-Lamothe, Mr. Hyde, and Mr. Pinhey supported the motion on the floor.

**MOVED by Mr. Pryce, seconded by Mr. Saleh, that the Design Review Committee not receive oral presentations from third parties. MOTION PUT AND PASSED.**

It was noted the Mr. Smith-Lamothe did not support the motion on the floor.