

Agenda Report

TO: CITY COUNCIL **DATE:** SEPTEMBER 19, 2005

FROM: CITY MANAGER

SUBJECT: AMEND THE DESIGN COMMISSION MEMBERSHIP TO
INCLUDE REPRESENTATIVES OF THE
TRANSPORTATION ADVISORY COMMISSION AND THE
ARTS AND CULTURE COMMISSION

RECOMMENDATION:

It is recommended that the City Council direct the City Attorney to prepare an ordinance by October 24, 2005, to amend the Pasadena Municipal Code to:

- 1) Change the membership of the Design Commission to:
 - a. include a representative of the Transportation Advisory Commission;
 - b. include a representative of the Arts and Culture Commission and require that the representative be either a working artist or professionally trained in the visual arts;
 - c. remove the representative of the Community Development Committee; and,
 - d. eliminate one at-large appointment.
- 2) Require that the members of the Design Commission have professional background in a design-related field and add in addition to those already listed in the Pasadena Municipal Code (PMC): Artist; Urban Design; Engineering, and Transportation Planning;
- 3) Change the membership of the Arts and Culture Commission to require that at least one member be a working artist and one be professionally trained in the visual arts; and
- 4) Change the membership of the Transportation Advisory Commission to require that one member be professionally trained in engineering and one member in transportation planning.

Implementation of this recommendation will take place as the terms of the existing members expire.

BACKGROUND:

The Design Commission currently consists of nine members, appointed as follows:

Six appointed by the mayor from persons nominated by the city council;

One nominated by the Community Development Committee;

One nominated by the Historic Preservation Commission; and

One nominated by the Planning Commission.

The purpose of the Commission is to achieve architectural excellence in the urban design of the city in the interest of the prosperity, social and cultural enrichment, and general welfare of the people. The Commission fulfills this purpose through design review of new projects throughout the city.

The model for the proposed addition of two members is the existing representation on the commission from three city commissions. Each is represented on the Design Commission because their work significantly impacts design and quality of the built environment.

The work of the Transportation Advisory Commission and the Arts and Culture Commission also impacts the built environment. Urban design impacts are inherent within the Transportation Advisory Commission's mission to assess and guide the adequacy of the city's transportation system. Similarly, through the one percent for art requirement for both public and private development, public art is a significant component of the design quality of the city. Including representatives of the Transportation Advisory Commission and the Arts and Culture Commission on the Design Commission will facilitate better communication and a broader context for each of the commissions.

Similarly, the representative of the Community Development Committee (CDC) was added to the Design Commission at a time when the CDC was heavily involved in large projects throughout the City. The CDC is now much more focused on the creation of affordable housing. Eliminating this position and one appointment by the Mayor will retain a total membership of nine, keeping the total to an odd number for voting purposes and retaining a manageable group size.

To retain a foundation of professional design, the PMC currently states that the six appointees be required to be design professionals from the fields of architecture, landscape architecture, city planning or historic preservation. It is recommended that Artist, Urban Design, Engineering and Transportation Planning be added to the list.

It is recommended that the membership of the Arts and Culture Commission include one working artist and one member professionally trained in the visual arts to ensure full representation of the arts community and to bring an artist's perspective to the Design Commission. Additionally it is recommended that the membership of the Transportation Advisory Commission be changed to include one member be professionally trained in engineering and one member in transportation planning.

FISCAL IMPACT:

There is no fiscal impact associated with changing the membership for the Design Commission.

Respectfully submitted,



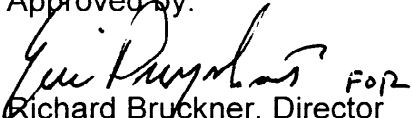
Cynthia J. Kurtz
City Manager

Prepared by:



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Approved by:



Richard Bruckner, Director
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2.75.120 Fees.

The city council shall by resolution prescribe fees for all applications, reviews and appeals authorized by this chapter. (Ord. 6915 § 2 (part), 2002)

Chapter 2.80

DESIGN COMMISSION

Sections:

- 2.80.010 Short title.**
- 2.80.020 Establishment.**
- 2.80.030 Membership—Appointment and terms.**
- 2.80.040 Qualifications.**
- 2.80.050 Absences and vacancies.**
- 2.80.060 Election of officers.**
- 2.80.070 Meetings—Records.**
- 2.80.080 Rules and regulations.**
- 2.80.090 Annual report.**
- 2.80.100 Disclosure requirements.**
- 2.80.110 Purpose and functions.**
- 2.80.120 Definition.**
- 2.80.130 Design review committee.**
- 2.80.135 Urban forestry advisory committee.**
- 2.80.140 Procedure for assignment to committee.**
- 2.80.150 Fees.**

2.80.010 Short title.

This chapter shall be known as the “Design Commission Ordinance.” (Ord. 6229 § 2 (part), 1987)

2.80.020 Establishment.

There is created and established a commission of the city to be known as the “design commission” and hereinafter called “commission.” (Ord. 6229 § 2 (part), 1987)

2.80.030 Membership—Appointment and terms.

A. The commission shall consist of 9 members, who shall be appointed as follows:

1. The mayor shall nominate 6 members from persons nominated by the city council.

2. The community development committee, the cultural heritage commission and the planning commission shall each nominate 1 member for a total of 3 members.

3. All appointments are subject to ratification by the city council.

B. Members shall be appointed for a term of 3 years, and shall serve no more than 2 consecutive terms. A term of less than 1 year shall not be considered a full term. Terms expire on June 30th of the applicable years. A member shall continue in office for the term for which he/she was appointed or until his/her successor is appointed. No member who has served 2 consecutive terms shall be eligible for reappointment to the commission prior to the passage of a 2-year interval.

C. If a member ceases to reside in the city prior to the expiration of a term, the member may complete the term only upon approval by the city council pursuant to Section 2.45.020.

D. Any member of the commission may be removed by the city council at its pleasure. (Ord. 6820 §§ 18, 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.80.040 Qualifications.

A. All members shall be residents of the city; provided however, that a person nominated by a director need not reside in the director’s district.

B. The criteria for selection of members shall be a demonstrated interest in the community and professional expertise and experience in one or more of the following fields:

- 1. Architecture;
- 2. Landscape architecture;
- 3. City planning;
- 4. Historic preservation. (Ord. 6229 § 2 (part), 1987)

2.80.050 Absences and vacancies.

A. In the event a member has 3 consecutive unexcused absences from meetings of the commission, the city council may declare the office of such member vacant. The staff to the commission shall advise

the secretary to the mayor of any member with 3 consecutive unexcused absences. The chair of the commission may excuse absences.

B. Vacancies, whether scheduled or unscheduled, shall be filled by the person who nominated the member to the vacant office, or by his/her successor, in the same manner as set forth in Section 2.80.030. (Ord. 6820 § 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.80.060 Election of officers.

At the first meeting of the commission, and thereafter at its first meeting of each subsequent calendar year, the members shall elect a chair and a vice chair. In the absence or disability of the chair and vice chair, the commission may designate a temporary chair. The director of planning, housing and development services or his designee shall act as the non-voting secretary to the commission. The city council, through the planning, housing and development services, shall provide the commission with adequate staff to perform the duties prescribed in this chapter. (Ord. 6820 § 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.80.070 Meetings—Records.

A. The commission shall meet at least once a month. All its meetings shall be held in accordance with the Ralph M. Brown Act and shall be open to the public except as provided by law. Special meetings may be called by the chair or a majority of the commission.

B. A quorum shall be a majority of the commission seats filled by the city council. A seat is deemed to be filled after a nominee has been sworn in by the city clerk. No action of the commission shall be valid without the affirmative vote of at least three members.

C. The commission shall keep a record, which shall be available for public inspection, of all of its resolutions, proceedings, and other actions. (Ord. 6675 § 2 (part), 1996; Ord. 6229 § 2 (part), 1987)

2.80.080 Rules and regulations.

The commission shall adopt and amend, by the affirmative vote of 5 members, rules and regulations for the conduct of the commission's business consistent with this chapter. Such rules and regulations shall be submitted to the city council and shall not become effective until approved and ordered filed by the council. (Ord. 6820 § 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.80.090 Annual report.

The commission shall submit an annual report and workplan to the city council no later than September 1st of each year. Attendance records of members shall be included as part of the annual report. (Ord. 6930 § 8, 2003; Ord. 6820 § 45 (part), 2000; Ord. 6229 § 2 (part), 1987)

2.80.100 Disclosure requirements.

Members of the commission shall be required to file annual statements of economic interest pursuant to the city's conflict of interest code. (Ord. 6229 § 2 (part), 1987)

2.80.110 Purpose and functions.

A. The city council declares that the achievement of quality in the architecture and urban design of the city is required in the interest of the prosperity, social and cultural enrichment, and general welfare of the people. The purpose of this commission is to:

1. Establish procedures for developing design policies for the city;
2. Establish procedures and criteria for review of alterations to the urban and natural environments to assure appropriate design;
3. Encourage public understanding of and involvement in the design quality of the city, and strengthen civic pride in the beauty of Pasadena;
4. Protect and enhance the city's attraction to residents seeking a pleasant way of life, increase its attraction for tourists and visitors, and support and stimulate business and industry by encouraging excellence of design;
5. Safeguard and enhance the visual and aesthetic character, diversity and quality of the city.

2.80.110

B. The commission shall:

1. Review plans of all publicly owned structures, whether federal, state, county, district or city, including water and power, to be constructed or altered in Pasadena, and to make recommendations thereon to the council, according to procedures of Section 2.80.130. Jurisdiction shall include architecture, materials, scale, massing, color, lighting, landscaping, open space and any other design concept:

a. In reviewing exterior alterations to city-owned buildings of historic significance pursuant to this subsection, the commission shall consult with and receive the advice of the cultural heritage commission. City-owned buildings of historic significance include:

- City Hall
- Grace Nicholson Building
- Wrigley Mansion