

## Chapel Hill Design Award

Final Draft for Community Design Commission meeting April 23<sup>rd</sup>, 2019.

### The Chapel Hill Design Award

The Chapel Hill Design Award recognizes excellence in design.

The Chapel Hill Design Award supports the charge of the Community Design Commission (CDC) to assist Town Council in guiding the Town's vision on aesthetics, character, and function to focus community growth through advice, advocacy, and implementation of the Council's policies and review of proposed developments in key areas of the community.

The Chapel Hill Design Award provides an opportunity for a retrospective assessment of the success of realized projects and developments. It offers inspiration to owners, developers, and design teams.

### Project Eligibility

Eligible for the Design Award are completed projects within the jurisdiction of the Town of Chapel Hill that have received a "Certificate of Occupancy" or equivalent within five (5) years before the call for submissions.

### Project Submission

Submissions are solicited through a press release. Nominations may be made by anybody. Each submission is checked to confirm eligibility for the Chapel Hill Design Award and assembled into a list.

Submissions must include the name or address of the project, a brief statement why it should be considered for the Chapel Hill Design Award, and two to seven photos. If known, the following information may be included: names of owner, developer, and design team, date of Certificate of Occupancy. Submissions are to be made electronically to the Chapel Hill Design Award e-mail account.

### Awards Process

From the list of eligible submissions, a three-person Design Awards subcommittee, selected by the CDC for each Design Award year, develops a short list for the Design Award. In the final stage, the CDC selects any winners for the Design Award category.

One Chapel Hill Design Award may be awarded per year. One or more Honorable Mentions may be awarded per year if there are additional eligible projects deserving recognition. If none of the eligible projects is deemed worthy of a Design Award, no Design Award may be awarded.

The Design Award will be announced per CDC resolution to the Town Council at a Council meeting. Certificates will be issued to the recipients of the Design Award and any Honorable Mention. If recipients are present during the Town Council meeting at which the winning projects are announced, recipients will be recognized and handed their certificates.

Pending funding and agreement with responsible authorities, project name and year will be added to a publicly visible list of Chapel Hill Design Award recipients, for example in the lobby of the Council Chamber. In addition, also pending funding, a plaque suitable for exterior mounting on the awarded building will be issued to the current owner of the project, if project owner agrees to mount it on the building.

## Proposed Award Timeline for 2019

The Design Award timeline for this year is proposed as follows:

- Solicit submissions – 3 months (May through July)
- Short listing of candidate projects – 1 month (August)
- Selection of Design Award and Honorable Mention projects – 1 month (September)
- Preparation and publication of Design Award presentation – 1 month (October)
- Presentation of Design Award – November or December.

## Design Award Recipients

Design Award and Honorable Mentions are honoring outstanding projects. The recipients of Design Award and Honorable Mention certificates are the owners/project clients at the time of the Certificate of Occupancy for the projects, the developers of the projects, and the design teams. If a plaque is part of the Design Award, then it is for attachment to the project and, therefore, will be issued to the current owner of the project.

## Publicity

The Design Award and Honorable Mentions will be announced in a regular meeting of the Town Council. This will be an item on the Town Council agenda according to the Community Design Commissions resolution about awardee projects. Recipients will be notified at their respective contact information on record. Design Award projects and Honorable Mentions with their respective recipients will also be announced in a press release.

## Sponsorships

The Design Award subcommittee considers contacting sponsors to support costs associated with the Design Award.