



# JOINT CITY-COUNTY PLANNING COMMITTEE

## APPROVED MINUTES

February 6, 2019  
Committee Room, 2<sup>nd</sup> Floor, City Hall  
101 City Hall Plaza, Durham, NC

### I. Call to Order

Chair Johnson called the meeting to order at 9:33 a.m.

**Voting Members Present:** Jillian Johnson, Chair, City Council  
Ellen Reckhow, Vice Chair, Board of County Commissioners  
Charlie Reece, City Council  
Brian Buzby, Planning Commission  
Brenda Howerton, Board of County Commissioners  
Wendy Jacobs, Board of County Commissioners  
Mark-Anthony Middleton, City Council

**Voting Members Absent:** None

**Nonvoting Members Present:** Patrick O. Young, AICP, City-County Planning Director

**Nonvoting Members Absent:** Wendell Davis, County Manager

**Staff Present:** Sara Young, AICP, Assistant City-County Planning Director  
Bryan Wardell, Senior Assistant County Attorney  
Scott Whiteman, AICP, Planning Supervisor  
Lisa Miller, Senior Planner  
Kayla Seibel, Planner  
Michael Stock, AICP, Senior Planner  
Susan Cole, Executive Assistant

### II. Adjustments to the Agenda

None.

### III. Announcements

None.

### IV. Election of Officers

**MOTION:** Elect Ms. Reckhow for Chair. (Howerton, Reese 2<sup>nd</sup>)

**ACTION:** Motion carried 6-0, Middleton not yet present.

**MOTION:** Elect Mr. Reece as Vice Chair. (Reeces, Howerton 2<sup>nd</sup>)

**ACTION:** Motion carried. 6-0. (Mr. Middleton not yet present)

**V. Approval of the Minutes for December 5, 2018**

**MOTION:** Approve the amended minutes from December 5, 2018. (Jacobs, Buzby 2nd)

**ACTION:** Motion carried, 6-0. (Mr. Middleton not yet present)

**VI. City and County Managers' Priority Items**

None.

**VII. Neighborhood Protection Overlay Process Updates, TC180010**

Mr. Stock updated the JCCPC members with an overview of the significant changes to the TC180010, primarily regarding JCCPC involvement with the NPO initiation process. After discussion, the JCCPC requested staff to consider signs posted in the subject neighborhood, allowing for a neighborhood to voluntarily appear before the JCCPC prior to going to the governing body, and that if an NPO is initiated by the governing body, it is still referred back to the JCCPC for consideration in the Planning Department's overall work program. The JCCPC also expressed a strong desire for a courtesy review, consistent with other zoning cases that have been filed, before item goes to Elected Bodies. With these suggested changes the JCCPC was otherwise satisfied with the proposed amendment.

**MOTION:** To recommend the proposed amendments by staff with the following additional items:

1. Post signs within the neighborhood while the application is under consideration for initiation;
2. Allow for the neighborhood to present to the JCCPC prior to the elected body action on initiating the request; and
3. If initiated, refer the item back to the JCCPC for consideration within the Departments' work program.

**ACTION:** Motion carried, 7-0.

**VIII. Signage Text Amendment Update, TC170002**

Mr. Stock updated the JCCPC members with an overview of the changes to the text amendment.

Signs in the right-of-way along with election signs were discussed. JCCPC received this update, and no action was required.

**IX. Landscape Revisions Text Amendment, TC1800005**

Mr. Young provided an update on the status of the Landscape Revisions Text Amendment (TC1800005). This item will be on the Planning Commission Agenda for February 12, 2019

**X. FY20 Planning Department Work Program**

Mr. Young highlighted the additions to the Work Program for the upcoming year and discussed the Comprehensive Plan. The JCCPC asked that staff involve national experts to review and advise the staff on the drafts of the Comprehensive Plan as it is being developed.

**XI. Adjournment**

The meeting adjourned at 11:20 a.m.

Respectfully Submitted,

Susan Cole, Executive Assistant