



**JOINT CITY-COUNTY
PLANNING COMMITTEE**

APPROVED MINUTES

April 3, 2019
Committee Room, 2nd Floor, City Hall
101 City Hall Plaza, Durham, NC

I. Call to Order

Chair Reckhow called the meeting to order at 9:31 a.m.

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

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
Don O'toole, Assistant City Attorney
Jessica Dockery, Planning Supervisor
Scott Whiteman, AICP, Planning Supervisor
Kayla Seibel, AICP, Senior Planner
Michael Stock, AICP, Senior Planner
Laura Woods, AICP, Senior Planner
Susan Cole, Executive Assistant

II. Adjustments to the Agenda

None.

III. Announcements

None.

IV. Approval of the Minutes for February 6, 2018

MOTION: Approve the minutes from February 6, 2018. (Howerton, Johnson 2nd)

ACTION: Motion carried, 6-0. (Ms. Jacobs not yet present)

V. City and County Managers' Priority Items

None.

VI. 2018 Annual Reports

As required by the Interlocal Cooperation Agreement stating that a yearly report will be presented the following boards presented their annual reports.

a. Appearance Commission

Ms. Seibel presented the 2018 Appearance Commission Annual Report. Potential attendance issues were discussed.

b. Board of Adjustment

Ms. Dockery presented the 2018 Board of Adjustment Annual Report. Potential attendance requirements were discussed.

c. Durham Open Space And Trails

Chair Connelly presented the 2018 Durham Open Space and Trails Commission's Annual Report.

d. Environmental Affairs Board

Ms. Woods presented the 2018 Environmental Affairs Board Annual Report.

e. Historic Preservation Commission Annual Report

Karla Rosenberg presented the 2018 Historic Preservation Commission Annual Report.

f. Planning Commission

Chair Buzby presented the 2018 Planning Commission Annual Report.

JCCPC noted they really appreciated the comments on each case.

VII. Transit Area Planning – Mr. Young held a discussion

VIII. FY20 Planning Department Work Program

Mr. Young highlighted the additions to the Work Program for the upcoming year and discussed the Comprehensive Plan.

MOTION: Move forward to the Governing Bodies with recommendation. (Howerton, Anthony-Middleton).

ACTION: carried, 7-0.

IX. At This Point in Time: A Demographic Profile of Durham

Ms. Woods provided a report highlighting significant aspects of Durham's demographics. JCCPC noted this was a great tool for the Comprehensive Plan. This item was for information purposes and no action was required.

X. Adjournment

The meeting adjourned at 11:31 a.m.

Respectfully Submitted,

Susan Cole, Executive Assistant