



**JOINT CITY-COUNTY  
PLANNING COMMITTEE**

**APPROVED MINUTES**

August 5, 2020  
Zoom Virtual Meeting

**I. Call to Order**

Chair Reece called the meeting to order at 9:30 a.m.

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

**Voting Members Absent:** Jillian Johnson, City Council

**Nonvoting Members Present:** Sara Young, AICP, Acting Planning Director

**Nonvoting Members Absent:** Wendell Davis, County Manager  
Thomas J. Bonfield, City Manager

**Staff Present:** Grace Smith, AICP, Acting Assistant Planning Director  
Bryan Wardell, Senior Assistant County Attorney  
Don O'Toole, Deputy City Attorney  
Bill Judge, Assistant Transportation Director  
Fred Lamar, Senior Assistant City Attorney  
Scott Whiteman, AICP, Planning Manager  
Carl Kolosna, Senior Planner  
Kayla Seibel, AICP, Senior Planner  
Michael Stock, AICP, Senior Planner  
Lisa Miller, AICP, Senior Planner  
Brooke Ganser, Planner  
Susan Cole, Administrative Specialist  
Laquita McDonald, ENGAGEDurham Program Coordinator

**1. Adjustments to the Agenda**

None

**2. Announcements**

None

**3. Approval of the Minutes from June 3, 2020**

These minutes will be voted at the October meeting.

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

None

**5. Comprehensive Plan Update**

Lisa Miller and Carl Kolosna presented an overview of the Comprehensive Plan progress during the COVID pandemic, and framed a request for guidance from the JCCPC on the proposed timeline and strategy for Comprehensive Plan engagement going forward.

As of the August 5 JCCPC meeting, three in-person and two virtual engagement sessions have been conducted around developing goals for the Comprehensive Plan. The three in-person sessions were facilitated by Community Rooted Partner SpiritHouse in coordination with the Transportation and Planning Departments. In-person, socially distanced meetings occurred on Alma, Benjamin, and Spruce Streets. Participants wrote on paper, talked into recorders, and drew with chalk on the street. The two virtual engagements included a pilot with the Comprehensive Plan Outreach Team and another pilot with a group of Hillside High Schools Fellows coordinated through Community Rooted Partners Iveywood Consulting and UpstreamWorks Collaborative.

Lessons learned so far from pilot engagement include a better understanding of the limitations of online platforms such as Zoom, and the necessity for multiple forms of engagement opportunities, including socially distant in-person meetings. Staff continues to look for ways to provide in-person engagement where possible in prioritizing equitable engagement. In addition, staff noted that during COVID additional time and resources would be necessary to achieve the same level of equitable engagement as in the first round of engagement. Staff shared a draft timeline for adoption of community goals and noted that this was a best case scenario. Commissioner Buzby mentioned concern around the timeline for adopted goals and the continued flow of development proposals. The need for interim priorities to be assessed in cases coming forward now was identified with high importance.

Planning staff is interested in working with communities who are currently organizing around land use cases to inform the equitable engagement framework for the Comprehensive Plan. JCCPC members mentioned Braggtown and Walltown as possible candidates for this coordination since they have been organizing around desired community outcomes related to proposed development.

Staff continues to work with the Outreach Team Working Groups and representatives from City and County boards and commissions to bring resident perspectives into more of the comprehensive plan work. Staff has also reviewed the Engagement Ambassador program in its first iteration to identify opportunities for improvement going forward.

Feedback from the JCCPC indicated support of the proposed iterative approach to equitable engagement and the proposed timeline. Staff was asked to compile a list of which communities they had engaged with so far.

**6. Trees and Landscaping UDO Text Amendment, TC 2000001**

Michael Stock briefed the JCCPC on TC2000001. This Text Amendment increases tree coverage and landscaping requirements, and is a follow-up amendment to a similar one last year. The JCCPC was supportive and requested no changes.

**7. Expanding Housing Choices Metris Update**

Scott Whiteman briefed the JCCPC that Twenty-nine EHC-enabled projects have been submitted for approval since EHC became effective on October 1, 2019. Mr. Whiteman indicated that EHC had been most effective in allowing additional ADU's and EHC enabled permits were relatively well distributed across the Urban Tier.

Commissioner Reckhow and Chair Reece requested that the data be mapped for the next quarterly presentation.

**8. Schools and Off-Site Roadway Improvements**

Transportation and the City Attorney's Office provided the committee an update on recent changes in state legislation related to required roadway improvements for public, private and charter schools. This change limits what improvements can be required for school projects, and shifts the funding of the roadway improvements from the school (public or private) to the city or state, depending upon jurisdiction. construct the school to the municipality and NCDOT. The legislation further prohibits the City and County from conditioning the approval of any school site on the completion of roadway improvements. The committee requested Transportation to provide additional details on how this change will impact active school sites currently in the site plan review process. Additionally, the committee indicated an intention to discuss this issue and their concerns with the Joint City County Committee and the local delegation to the state legislature.

Chair Reece asked that a memo be drafted to by Transportation discussing NCDOT's actions on the two upcoming public school projects. Additionally, discussion with the legislative delegation was needed. Reckow added discussion was needed for locally funding for the necessary roadway improvements with Durham Public Schools, and that this issue needed to be discussed at both the Joint City-County and Leadership mMeetings.

**9. Omnibus 15 UDO Text Amendment, TC2000002**

Michael Stock briefed the JCCPC on TC2000002. Commissioner Reckow recognized the need for the proposed TSUP exemptions, and Commissioner Jacobs sought clarification on the RC district changes. The JCCPC was supportive and requested no changes.

**10. Adjournment**

The meeting adjourned at 12:17 p.m.

Respectfully Submitted,  
Susan Cole, Administrative Specialist