



CITY OF DURHAM | DURHAM COUNTY  
NORTH CAROLINA



**Date:** April 15, 2013

**To:** Thomas J. Bonfield, City Manager  
**Through:** Keith Chadwell, Deputy City Manager  
**From:** Steven L. Medlin, AICP, Planning Director  
**Subject:** Design District Review Team Annual Report

A handwritten signature in black ink, appearing to be "S. Medlin", written over the "From:" line of the header.

**Summary.** In compliance with the Section 2.7.3B of the Unified Development Ordinance (UDO), the Design District Review Team submits the following Annual Report for the period from January 1, 2012 to December 31, 2012.

**Recommendation.** The Planning staff recommends that the City Council receive the report. No other action is required.

**Background.** Paragraph 2.7.3B of the Unified Development Ordinance requires that the Team submit a report to the Board of Commissioners and City Council on an annual basis.

**Issues.** The Design District Review Team (DDRT) is an advisory body that makes recommendations to the approving authority for each project reviewed. In addition to general recommendations for approval or denial, the DDRT also issues recommendations on a variety of requests for variations of standards, both in the Durham Design Manual and the Unified Development Ordinance (UDO).

**Fiscal Impact.** Free parking is provided for citizen members during the meeting. No additional funding is requested for the coming fiscal year.

#### Attachments

**Attachment 1,** Design District Review Team 2012 Annual Report Memo

**Attachment 2,** Attachment A: Team Actions 2012

**Attachment 3,** Attachment B: Member Attendance 2012