



# JOINT CITY-COUNTY PLANNING COMMITTEE APPROVED MINUTES

June 7, 2023

Committee Room, 101 City Hall Plaza

**1. Call to Order**

Vice Chair Caballero called the meeting to order at 9:32 a.m.

**2. Roll Call**

**Voting Members Present:**       Javiera Caballero, Vice Chair, City Council  
Austin Amandolia, Planning Commission  
DeDreana Freeman, City Council  
Wendy Jacobs, Board of County Commissioners  
Leonardo Williams, City Council (Alternate)

**Voting Members Absent:**       Brenda Howerton, Board of County Commissioners  
Nimasheena Burns, Chair, Board of County Commissioners  
Mark-Anthony Middleton, City Council

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

**Nonvoting Members Absent:** Dr. Kim Sowell, County Manager  
Wanda Page, City Manager

**Staff Present:**                   Keith Chadwell, Deputy City Manager  
Maurice Jones, Deputy County Manager  
Grace Smith, AICP, CZO, Assistant Planning Director  
Don O'Toole, Deputy City Attorney  
Bryan Wardell, Senior Assistant County Attorney  
Sean Egan, Transportation Director  
Scott Whiteman, AICP, Planning Manager  
Lisa Miller, AICP, Principal Planner  
Carl Kolosna, AICP, Senior Planner  
Joanne Gordon, Clerk

**3. Adjustments to the Agenda – None**

**4. Announcements – Austin Amandolia announced that he has stepped down from the Planning Commission and that this would be his last meeting.**

**5. Approval of the Minutes from April 5, 2023**

**MOTION:** To approve the minutes from April 5, 2023 (Jacobs, Amandolia 2<sup>nd</sup>)

**6. City and County Managers' Priority Items – Don O'Toole announced that the City has two interns working in the Attorney's office.**

**7. Durham Freeway Study**

Sean Egan, Transportation Director gave an overview of the Durham Freeway Study.

**8. Commuter Rail Station Area Work Plan Item**

Scott Whiteman presented an overview of the potential Commuter Rail small area planning as discussed at the April meeting. He discussed staff's recommendation that a zoning map change to Compact Suburban Design for the RTP South area be added to the Department's work program due to the proposed multi-modal transit improvements recommended for the area. The committee expressed no objections for staff's proposal, and asked that the staff coordinate with regional partners such as NCDOT and the Research Triangle Foundation.

**9. Durham Open Space and Trails Commission Interlocal Agreement Update**

Carl Kolosna presented to the Committee a proposed update to the DOST interlocal agreement. The JCCPC was in support of the proposed changes to clarify the role of liaisons to the DOST, remove the ability of DOST to self-appoint members, and allow City DOST members to qualify for stipends. The JCCPC noted that the County will soon have a stipend program available for County-appointed members of Boards and Commissions.

**10. Comprehensive Plan Update**

Lisa Miller gave an update on the Comprehensive Plan, with specific discussion and feedback requested of the JCCPC members on potential changes to the policies, actions, place types, Urban Growth Boundary (UGB), and Future Growth Areas. JCCPC members discussed potential changes to the UGB and asked clarifying questions of staff. Staff provided a timeline for next steps through adoption of the new Comprehensive Plan.

**11. New Business**

Sara Young updated the Committee about the contractor that will be re-writing the UDO.

**12. Adjournment**

The meeting adjourned at 11:49 a.m. The next meeting will be August 2, 2023.

Respectfully Submitted,  
Joanne Gordon, Clerk