



# JOINT CITY-COUNTY PLANNING COMMITTEE

## APPROVED MINUTES

August 3, 2022  
Committee Room, 101 City Hall Plaza

### 1. Call to Order

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

**MOTION:** To excuse Mark-Anthony Middleton

**ACTION:** Motion carried, 7-0. (Jacobs, Freeman 2nd)

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

**Voting Members Absent:** Mark-Anthony Middleton, Chair, City Council

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

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

**Staff Present:** Grace Smith, AICP, CZO, Assistant Planning Director  
Don O'Toole, Deputy City Attorney  
Lisa Miller, AICP, Principal Planner  
Carl Kolosna, AICP, Senior Planner  
Scott Whiteman, AICP, Planning Manager  
Terri Elliott, Clerk

### 2. Adjustments to the Agenda – None

**MOTION:** To Approve the agenda (Freeman, Jacobs 2<sup>nd</sup>)

**ACTION:** Carried, 7-0

### 3. Approval of the Minutes from June 1, 2020

**MOTION:** To Approve the minutes from April 6, 2022 (Freeman, Caballero 2<sup>nd</sup>)

**ACTION:** Carried, 7-0

### 4. City and County Managers' Priority Items - None

**5. Expanding Housing Choices Metrics**

Scott Whiteman presented the metrics through the end of June. Since Unified Development Ordinance (UDO) Text Amendment TC1800007, Expanding Housing Choices (EHC), was adopted, 357 related permit applications have been submitted to the City-County Planning Department. The Commission discussed that the numbers were meeting the intent of the Expanding Housing Choices initiative.

**6. UDO Text Amendment – Simplifying Codes for Affordable Development**

Dave Olverson, representing the applicant, presented their revised proposal. Nicole Tyra, with Habitat for Humanity of Durham, shared some of the challenges they have experienced in developing the lots they have in their land bank, while keeping overall building costs down. Steve Toler shared about the applicant team’s community engagement efforts, citing stakeholder meetings with organizations and a community-wide meeting at the end of August. Tiffany Elder expressed how the proposal would help small, local builders provide more housing.

Staff recognized that while the applicants did make a series of changes to the proposal, there were still a number of staff concerns with the proposal. JCCPC members expressed overall support for the text amendment but asked the applicant team to work to address staff concerns as the proposal moves forward to the public hearing process, and to produce materials that explain the proposal in an easier to understand way.

**MOTION:** To move the proposal forward to the Planning Commission (Williams, Caballero 2<sup>nd</sup>)

**ACTION:** Carried, 7-0

**7. Comprehensive Plan Update**

Lisa Miller provided an update on the Comprehensive Plan, including details on the policy engagement held earlier this summer and sharing specific details from the proposal on how much the City limits may expand in the future and how County character could be protected. Staff asked the JCCPC to provide guidance on how City and County priorities should be balanced in this plan. JCCPC members asked questions about how specific areas were determined to be inside the Urban Growth Boundary or not, and inside Future Growth Areas or not. JCCPC members asked for additional information on housing costs and costs of services and provided suggestions for helping the community understand and digest the map better.

**8. Annexation Discussion**

The JCCPC members discussed the annexation of county properties into the city. County residents have expressed concern that the decision to annex lies with the City Council, which County residents do not elect. City Council assured residents that annexations are public hearings and that the Council listens to everyone who speaks at a public hearing, regardless of where they live. Director Young suggested that staff provide a summary of newly submitted consolidated annexation cases to the JCCPC at each meeting so that the city and county members can have dialogue together about the cases going forward. Members agreed to that approach. Staff will provide a summary of pending consolidated cases starting with the next JCCPC meeting.

**9. Adjournment**

The meeting adjourned at 11:56 p.m. The next meeting will be October 5, 2022.

Respectfully Submitted,  
Terri Elliott, Administrative Coordinator