



Date: August 3, 2020

To: Wendell Davis, County Manager
Through: Jay Gibson, General Manager
From: Sara Young, AICP, Acting City-County Planning Director
Subject: 2019 Appearance Commission Annual Report

Executive Summary

The Durham City-County Appearance Commission is required by the Interlocal Cooperation Agreement to submit an annual report to the Governing Bodies. The annual report details general accomplishments for 2019 as well as goals for the upcoming year.

Recommendation

Planning staff recommends that the Joint City-County Planning Committee receive this report. No action is required.

Background

The Durham City-County Appearance Commission is made up of 15 members: seven are appointed by the City Council and eight are appointed by the Board of County Commissioners. Its purpose is to cultivate visual appeal and recognize the benefits of good design, which enhance quality of life. The Commission has completed its 2019 annual report, as required by the Interlocal Cooperation Agreement between the City of Durham and Durham County pertaining to the Appearance Commission. The annual report details general accomplishments for 2019 as well as goals for the upcoming year. Highlights include developing a new website and hosting the 2019 Golden Leaf Awards. The full report is attached.

Attendance

The Durham City-County Appearance Commission Bylaws outlines the attendance policy for City and County appointees:

- City appointees: Members shall attend at least 50% of the meetings in a given 12-month period.
- County appointees: Members shall attend at least 50% of the meetings in a calendar year and cannot exceed 3 consecutive unexcused absences or 5 consecutive excused absences.

Staff has provided an attendance report for all members of the Commission. For calendar year 2019, all City and County appointed members currently serving on the Commission were in compliance with the respective attendance requirements.

Staff Contact

Kayla Seibel, AICP, Senior Planner, 919-560-4137 ext. 28271, Kayla.Seibel@DurhamNC.gov

Attachments

1. Attachment A, 2019 Appearance Commission Annual Report
2. Attachment B, 2019 Appearance Commission Attendance Report



Durham Appearance Commission

Cultivate visual appeal & recognize the benefits of good design, which enhance quality of life.

2019 Annual Report

Date: February 19, 2020

To: Joint City-County Planning Committee
Durham City Council
Durham County Board of Commissioners

From: Lyn McClay, Chair, Durham City-County Appearance Commission

Subject: 2019 Durham City-County Appearance Commission Annual Report

Introduction. The Durham City-County Appearance Commission is an advisory board whose mission is to *cultivate visual appeal and recognize the benefits of good design, which enhance the quality of life for the residents of the City and County of Durham.* The Commission members are appointed by both the City Council and Board of County Commissioners. Commission members have a variety of backgrounds including architecture, landscape architecture, interior design, contractor, and city planning, as well as residents interested in design and appearance issues. The Commission meets the third Wednesday of every month at 6:00 p.m. in Conference Room GA on the ground floor of City Hall. This report provides a summary of the Commission's work in 2019.

General Accomplishments for 2019. The commission had four sub-committees to align our goals for 2019. The committees are Golden Leaf Awards, Design Policy, Digital Outreach, and Education and Engagement. In addition to these four focus areas we continue efforts to align with other agencies and organizations, private and public, to coordinate the activities and programs that improve the appearance of Durham City and County.

Golden Leaf Awards. The intent of the Golden Leaf Awards is to recognize new developments, buildings, and landscaping all across Durham County that provide positive attributes to our built environment. The commission maintains the Golden Leaf Awards website (www.durhamappearance.com) where all submittals are displayed and voting for People's Choice awards takes place. The 2019 Golden Leaf Awards Program had 27 entries in seven categories. Ten awards were presented. The Keep Durham Beautiful Award was presented in conjunction with the Keep Durham Beautiful non-profit, volunteer organization working in partnership with the City of Durham General Services Department and Durham County. All winners were recognized at an awards reception held in the lobby of the Tower at Mutual Plaza Building on April 18, 2019.

Design Policy Review. The committee has reviewed UDO/Comprehensive Plan updates, discussed with the entire Commission, and prepared a memorandum. We sent the City Council and County Commissioners our thoughts regarding Expanding Housing Choices and the Shared Active Transportation

Ordinance. The primary focus of this committee has been attending ENAGAGDurham outreach events for the new Durham Comprehensive Plan.

Education and Engagement. This committee was formed to reach out to the professional design community as well as the community-at-large to engage in discussions about built design issues. In 2019, they hosted a tour of the newly renovated Chesterfield Building. They are targeting to do two events a year.

Digital Outreach. This committee was formed to enhance the Commission's online presence to promote the Commission's work and publicize events through a variety of networks. In 2019, the committee created a new website (www.durhamappearance.com).

Overall Commission Goals for 2019-2020.

- Host the 2020 Golden Leaf Awards on April 23, 2020
- Host 2 educational events
- Develop and maintain sponsorships
- Build a robust digital outreach platform (e.g. enhanced website, re-tool social media, develop contact list, post blog articles etc.)
- Participate in the development of new Comprehensive Plan

The Appearance Commission looks forward to another year helping to make Durham a better and more beautiful place to live and work.

Durham City-County Appearance Commission members (as of 12/31/2019). Lyn McClay (Chair), Michael Miller (Vice- Chair), Leslie Mason (Secretary), Richard Crawford, Frederick Jernigan, Anne Lebo, Mitch Tuchman, Araba Awotwi, Jenna Bailey, Kai Kelley Jr., Kiarash Rahmanian, Martha Scotford, Brandt Smith, Bronwyn Charlton.

Recommendation. To receive the Annual Report.

Staff Contact. Kayla Seibel, AICP, Senior Planner, Durham City-County Planning Department

Sincerely,

Lyn McClay, Chair

Durham City-County Appearance Commission - Attendance 2019

Name	Term Ends	City/ County	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	% Present
Anne Lebo	4/30/22	County	E	P	P	U	P	P	P	E	P	E	P		64%
Araba Awotwi	4/30/21	County									P	E	P		67%
Charles Douglas	4/30/20	County	P	U	U	U	U								20%
Ellen Weinstein	4/1/20	City	P	E	U	U									25%
Erik Mehlman	4/30/19	County	P	P	E	P									75%
Fredrick Jernigan	4/30/20	County	P	P	P	P	P	P	E	E	P	P	P		82%
Jenna Bailey	4/1/22	City						P	P	P	P	P	P		100%
Jessica Braverman	4/30/21	County	P	P	P	P	E								80%
Kai Kelley Jr.	4/30/22	County					P	P	P	P	P	P	E		86%
Kiarash Rahmanian	4/30/22	County									P	P	P		100%
Leslie Mason	4/1/21	City	P	E	P	P	E	P	P	P	P	E	P		73%
Lyn McClay	4/1/22	City	P	E	P	U	P	P	P	P	E	P	P		73%
Martha Scotford	4/30/22	County						P	E	E	P	P	P		67%
Michael Miller	4/30/20	County	P	P	E	P	P	P	P	P	P	P	P		91%
Miguel Jackson	4/30/22	County	P	P	P	P	P	P							100%
Mitch Tuchman	4/1/22	City	P	P	P	P	P	P	E	P	P	P	P		91%
Pamela Porter	4/30/19	County	P	P	P	P									100%
Richard Crawford	4/1/21	City	P	P	P	P	E	P	P	P	P	P	P		91%
Brandt Smith	4/1/20	City											P		100%
Bronwyn Charlton	4/1/20	City											P		
Vacant	4/30/20	County													

Key Meaning:	Symbol
Present	P
Absent	U/E
No Meeting	
Not Part of Term	
Resigned / Removed	

Unexcused or excused