



**Date:** May 13, 2019

**To:** Wendell, Davis, County Manager  
**Through:** Peri Manns, Interim General Manager  
**From:** Patrick O. Young, AICP, City-County Planning Director  
**Subject:** 2018 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 2018 as well as goals for the upcoming year.

### **Recommendation**

Planning staff recommends that the Board of Commissioners 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 2018 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 2018 as well as goals for the upcoming year. The report is attached.

### **Attendance**

The Durham City-County Appearance Commission Bylaws outlines the attendance policy for 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 2018, all County-appointed members currently serving on the Commission were in compliance with the respective attendance requirements.

### **Staff Contact**

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### **Attachments**

1. Attachment A, 2018 Appearance Commission Annual Report
2. Attachment B, 2018 Appearance Commission Attendance Report