

**1-2. CALL TO ORDER AND ROLL CALL.** Chair Goddard called the meeting to order at 7:30 pm at Durham City Hall.  
*Commissioners Present:* Brian Goddard, Krista Bailey, Pat Saab, Laurie Volm, and Jeffrey Anderson  
*Commissioners Absent:* Julie Atwood and Emily Baker  
*Park Committee Members Present:* Bill Kalthenthaler; *Absent:* Gary Paul  
*Staff Present:* City Administrator Linda Tate and Administrative Assistant Lynn Schroder  
*Public Present:* Robert Williams, Partners on Demand

**3. MINUTES OF THE November 7, 2017 COMMISSION MEETING.** Commissioner Saab moved to approve the minutes of the November 7, 2017 meeting. Commissioner Volm seconded the motion. The minutes were approved 5-0. **MO 010918-1**

**4. PUBLIC FORUM – none.**

**5. SELECTION OF CHAIR AND VICE CHAIR FOR 2018.** Commissioner Saab moved to nominate Brian Goddard and Krista Bailey as Chair and Vice Chair, respectively, of the Planning Commission for 2018. Commissioner Anderson seconded the motion. The motion passed 5-0. **MO 010918-2**

**6. SIGN PERMIT APPLICATION – 17898 SW UPPER BOONES FERRY ROAD, PERMIT 459-18.** City Administrator Tate presented the sign permit application for Partners On Demand, a new business located at 17898 SW Upper Boones Ferry Road. Tate stated that the proposed sign meets the requirements of the Durham Development Code. Tate circulated a rendering of the proposed sign to Commissioners.

Rob Williams of Partners on Demand submitted a sample of the materials that will be used for the sign. He stated that because his business services other businesses, the sign does not need to attract customers.

Commissioner Volm moved to approve Sign Permit 459-18. Commissioner Goddard seconded the motion. The motion passed 5-0. **MO 010918-3**

**7. JOINT SESSION WITH THE PARK COMMITTEE.** Tate presented the draft Park Plan to the Park Committee. Commissioner Bailey moved to recommend approval of the Park Plan to the City Council. Commissioner Volm seconded the motion. The Park Committee approved the motion 6-0. **MO 010918-4**

**8. COMMISSIONER COMMENTS.** Tate presented an offer from a Durham resident to donate one or two large, aluminum art sculptures for placement in a Durham park. Tate circulated photos of the proposed donation.

Commissioner Volm stated that if the proposed art sculpture were placed in the park, park users would likely climb on it. She thought it would be a liability. Commissioner Saab agreed that children would want to climb on it. Commissioner Goddard stated that, because it is made of aluminum, it could be easily vandalized. Commissioner Bailey stated that the sculptures were not originally commissioned as sculptures for a park setting and may not

be constructed to address park placement concerns. Because of liability and maintenance concerns, Commissioners did not think the art sculpture was appropriate for a City park.

- 9. **ADJOURN.** Commissioner Saab moved to adjourn the meeting. Commissioner Bailey seconded, and the motion passed unanimously (5-0). **MO 010918-5**

Chair Goddard adjourned the meeting at approximately 7:50 pm.

Approved: \_\_\_\_\_  
**Brian Goddard, Chair**

Attest: \_\_\_\_\_  
**Linda Tate, City Administrator**