

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, Pat Saab, Emily Baker, Laurie Volm, and Jeffrey Anderson
Commissioners Absent: Julie Atwood and Krista Bailey
Park Committee Members Present: Bill Kalthenthaler; *Absent:* Gary Paul
Staff Present: City Administrator Linda Tate and Administrative Assistant Lynn Schroder
Public Present: none

3. MINUTES OF THE October 3, 2017 COMMISSION MEETING. Commissioner Saab moved to approve the minutes of the October 3, 2017 meeting. Commissioner Anderson seconded the motion. The minutes were approved 5-0. **MO 1107.1-17**

4. PUBLIC FORUM – none.

5. REQUEST FOR EXTENSION OF PREVIOUSLY APPROVED BUILDING SETBACK ADJUSTMENT AND A TENTATIVE MINOR LAND PARTITION PLAN FOR A 2 LOT PARTITION. City Administrator presented the staff report and findings for an extension of a previously approved building setback adjustment and a tentative minor land partition plan for a 2 lot partition, located with a single family residential zone. Tate stated that the extension request meets the criteria of the Durham Development Code.

Commissioner Volm moved to accept the staff report findings and recommendation to approve the extension. Commissioner Baker seconded the motion. The extension was approved. **MO 1107.2-17**

6. JOINT SESSION WITH PARK COMMITTEE. Commissioner Goddard opened a work session on the 2017 Park Plan. Bill Kaltenthaler requested that the demographic information in the Park Plan be updated to provide data that are more recent. He recommended that the Plan include a recommendation of two additional benches at the dog field so people can sit and throw balls for their dogs. He recommended that the benches be located inside the perimeter of the dog field. He also recommended that the bark chips be placed around existing benches located outside the perimeter of the dog field because the benches are located in areas that become muddy when it rains.

Tate stated that the survey overview section should include the main themes from the survey:

- Maintenance of existing facilities rather than capital improvements;
- the designation of the off-leash area was reasonable;
- one-half of respondents wanted an annual community event in the park; and
- some concern about safety because of isolated nature of the park and recent cougar sighting.

Based on the park survey results, Park Committees members did not recommend any improvements to the picnic shelter. They did not recommend any additional restoration activities beyond the current efforts of Friends of Trees and Clean Water Services. Last, the Committee did not recommend replacement of the play equipment.

Commissioner Saab recommended that equipment for adult fitness and stretching be considered for Durham Park. Bill Kathenthaler noted that the survey respondents wanted to maintain existing park features. The Committee did not recommend placement of new features or equipment in Durham Park.

Commissioner Goddard stated that the existing path lights at the Heron Grove Park blind pedestrians. He recommended that the lights be remediated in some way.

Commissioner Goddard stated that the Planning Commission should have considered the Peace Pole proposed for Heron Grove Park as part of the Park Plan update.

Tate will redraft the Park Plan with the recommendations and bring it back to the Park Committee for review and approval.

7. **COMMISSIONER COMMENTS.** Commissioner Saab asked if there is a development proposal under consideration on vacant land at the north end of the City. Tate stated that City had not received any application or pre-application meeting requests for a new development.

8. **ADJOURN.** Commissioner Saab moved to adjourn the meeting. Commissioner Volm seconded, and the motion passed unanimously (5-0). **MO 1107.3-17**

Chair Goddard adjourned the meeting at approximately 8:30 pm.

Approved: _____
Brian Goddard, Chair

Attest: _____
Linda Tate, City Administrator