

City of Durham
PLANNING COMMISSION MINUTES
January 3rd, 2023

1. **CALL TO ORDER.** Vice Chair Susan Deeming called the meeting to order at 7:33 p.m.
2. **ROLL CALL.** *Commissioners Present in Person:* Vice Chair Susan Deeming, Commissioners Brian Goddard, Pat Saab, Gary Paul, and Cheri Frazell
Commissioners Present on Zoom: Commissioners Krista Bailey and Matt Winkler
Staff: City Administrator Linda Tate, Administrative Assistant Becky Morinishi
Public: None
3. **PLANNING COMMISSION MINUTES.** Commissioner Saab moved to approve the minutes from the December 6, 2022 meeting. Commissioner Brian Goddard seconded the motion. The vote passed unanimously (7-0).

MO 010323-1

4. **SELECTION OF CHAIR AND VICE CHAIR FOR 2023.** Commission Goddard nominated Vice Chair Deeming to serve as Planning Commission Chair for 2023. Commissioner Paul seconded. The vote was unanimous (7-0).

MO 010323-2

Commissioner Paul nominated Commissioner Goddard to serve as Planning Commission Vice Chair for 2023. Commissioner Saab seconded. The vote was unanimous (7-0).

MO 010323-3

5. **PUBLIC FORUM.** None.
6. **COMMISSIONER COMMENTS/REPORTS/STAFF UPDATES.**
City Administrator Tate distributed notebooks with subdivision plans for Durham Estates for Commissioners to look over prior to the next Planning Commission Zoom meeting on February 7th. Tate reminded the Commission that a permit to remove 36 trees to build the road has already been approved, but the removal date has not yet been scheduled.

Vice Chair Deeming welcomed Commissioner Frazell to the Planning Commission. Frazell introduced herself to the Commissioners.
7. **ADJOURN.** Vice Chair Deeming adjourned the meeting at 7:53 pm.

Approved: _____
Susan Deeming, Chair

Attest: _____
Linda Tate, City Administrator