BOONE COUNTY PLANNING COMMISSION
BOONE COUNTY ADMINISTRATION BUILDING
FIRST FLOOR FISCAL COURTROOM
BUSINESS MEETING
FEBRUARY 4, 2015
7:00 P.M.

Chairman Rolfsen opened the Business Meeting at 7:00 p.m. and welcomed the audience to the Planning Commission's February 4, 2015 Business Meeting. He invited everyone to join him in reciting the Pledge of Allegiance. Chairman Rolfsen welcomed newest Planning Commission member, Mrs. Lori Heilman.

COMMISSION MEMBERS PRESENT:

Mr. Randy Bessler
Mr. Kim Bunger, Secretary-Treasurer
Mrs. Lori Heilman
Mr. Mark Hicks
Mrs. Janet Kegley
Mr. Jim Longano
Mr. Don McMillian
Ms. Lisa Reeves
Mr. Charlie Rolfsen, Chairman
Mr. Bob Schwenke
Mr. Steve Turner, Temporary Presiding Officer

COMMISSION MEMBERS NOT PRESENT:

Mr. Greg Breetz
Mr. Mike Ford, Vice Chairman
Mr. Kim Patton
Mr. Charlie Reynolds

LEGAL COUNSEL PRESENT:

Mr. Dale Wilson

STAFF MEMBERS PRESENT:

Mr. Kevin P. Costello, AICP, Executive Director
Mr. Kevin T. Wall, AICP, Director, Zoning Services
Mr. Todd K. Morgan, AICP, Senior Planner

Approval of the Minutes:

Mr. Rolfsen stated that the Commissioners received copies of the Minutes from the January 7, 2015 Business Meeting and the January 7, 2015 Public Hearings. He asked if there were any comments or corrections. There being no changes to the Minutes, **Mr. Turner moved that the Minutes be approved as written. Ms. Reeves seconded the motion and it carried unanimously.**

BILLS:

Mr. Kevin P. Costello, AICP, Planning Commission Executive Director, advised the Commissioners of the **Bills to be Paid,** which included a list of **Expenses** and **Salaries and Benefits** for a time period between 1/8/15 through 2/4/15.

EXPENSES:		
Accounting Fees		$ 794.92
Attorney Fees		3,416.67
Auto Expense		57.81
Engineering / Surveying Fees		1,770.00
Filing Fees (CLURs)		112.00
Legal Ads / Recruitment		64.60
Miscellaneous Expense		198.46
Office & Board Mtg. Supplies		1,588.89
Office Equipment / Expense		439.51
Printing/Pub/Dues/Subscriptions		847.89
	TOTAL:	**$ 9,290.75**
SALARIES AND BENEFITS:		
FICA-BCPC Portion		$ 4,468.36
Health / Dental / Life / LTD		16,793.20
Retirement - BCPC Portion		14,467.31
Salaries - Staff Expense		65,210.00
Salaries BCPC & BOA		105.00
Salaries - BCPC		730.00
	TOTAL:	**$101,773.87**
	GRAND TOTAL:	**$111,064.62**

Mr. McMillian moved that the bills (expenses and salaries and benefits) be approved and paid as presented and indicated approval of those items, which have been paid. Ms. Reeves seconded the motion and it carried unanimously.

ACTION ON PLAN REVIEWS:

ZONING MAP AMENDMENT - Jim Longano, Chairman, Kevin Wall, Staff

1. Request of **Carespring Health Care Management c/o John Muller (applicant)** for **Union 5 LLC (owner)** for a Zoning Map Amendment from Suburban Residential One/Union Town Overlay (SR-1/UTO) to Public Facilities/Planned Development (PF/PD) for the eastern-most, approximate 9.3 acre portion of the approximate 14.3 acre tract located on the east side of US 42, north of the St. Timothy Church property at 10262, 10272, and 10300 US 42, west of Resurrection Cemetery property, and south of the properties at 1879, 1883, 1887, 1901, 1905, 1915, 1925, 1929, and 1931 Whispering Trail, Boone County, Kentucky. The request is for a zone change to allow a skilled nursing facility.

Staff Member, Kevin Wall, read the Committee Report, which recommended approval (see Committee Report). Mr. Wall noted that the Committee voted unanimously for the request with Mr. Bessler, Mr. Bunger, Mr. Breetz and Mr. Longano voting in favor of the request.

Chairman Rolfsen asked if there was anyone in the audience who wanted to speak in favor or against the request for a maximum time limit of 5 minutes?

Ms. Anne McBride, FAICP, representing the applicant, thanked the Staff and Committee of the Planning Commission and stated they are in agreement with conditions of approval.

Seeing no further comments from the audience, Chairman Rolfsen asked for a motion to take action. Mr. Longano moved to approve the request by Resolution to the Boone County Fiscal Court including the conditions based upon the Committee Report. The motion was seconded by Mr. Hicks. Chairman Rolfsen asked if any of the Board members had any questions or concerns? **Seeing none, Chairman Rolfsen asked for a vote on the motion made by Mr. Longano and seconded by Mr. Hicks. The motion passed unanimously.**

CHANGE IN APPROVED CONCEPT DEVELOPMENT PLAN - Randy Bessler, Chairman, Todd Morgan, Staff

2. Request of **Diocese of Covington c/o Don Knochelmann (owner)** for a Change in an Approved Concept Development Plan in a Commercial Services/Planned Development (C-3/PD) zone for a 5.239 acre site located at 25 Cavalier Boulevard, Florence, Kentucky. The request is for a Change in an Approved Concept Development Plan to allow an existing recreation/sports facility to be converted into a church.

Staff Member, Todd Morgan, read the Committee Report, which recommended approval (see Committee Report). Mr. Morgan noted that the Committee voted unanimously for the request with Mr. Bessler, Mr. Bunger, Mr. Breetz and Mr. Longano voting in favor of the request.

Chairman Rolfsen asked if there was anyone in the audience who wanted to speak in favor or against the request for a maximum time limit of 5 minutes?

Mr. Ehmet Hayes, representing the Diocese of Covington, stated that most of the parking for the site is located on the north side of the building. Condition #7 talks about providing a handicapped accessible route up to KY 18. There are some challenges in doing this due to the topography. They would have to build a long ramp system. It might have unsightly hand rails. A lot of it may have to be in the KY 18 right-of-way. With the entry on the north side of the property, it might be more appropriate to put handicapped accessibility to Cavalier Boulevard side.

Chairman Rolfsen asked if Condition #7 would change? Mr. Morgan responded yes.

Seeing no further comments, **Mr. Bessler moved to approve the request by Resolution to the City of Florence including the conditions based upon the Committee Report and a change in wording to the second sentence in Condition #7, "In addition, a handicapped accessible pedestrian route shall be provided between the rear building entrance and the public sidewalks on Cavalier Boulevard." Mr. Bunger seconded the motion.**

Chairman Rolfsen asked if any of the Board members had any questions or concerns? **Seeing none, Chairman Rolfsen asked for a vote on the motion made by Mr. Bessler and seconded by Mr. Bunger. The motion passed unanimously.**

LONG RANGE PLANNING/COMP PLAN - Bob Schwenke, Chairman, Kevin Wall, Staff

3. Harmony Subdivision - Evensong Dr. & Sweet Harmony Ln.

Staff member,Kevin Wall, explained that the request is to determine the type of review process per the Union Town Plan. The Long Range Planning/Comp Plan Committee reviewed the request to determine if it meets the requirements of the Union Town Plan. If so, the subsequent steps are Site Plan Review and Subdivision Review. If not, then it involves a Public Hearing. Mr. Wall stated that the request involves a change in Harmony Subdivision. The property is zoned RSE. Mr. Wall showed a copy of the approved plan. A cul de sac of patio homes is proposed along with a park in the middle along with 3 single family homes. In addition, town homes are being proposed (two unit and multiple unit buildings). The proposed patio homes are the same type of patio homes built in Harmony Place. Mr. Wall showed photographs of typical buildings. Mr. Wall read the Committee Report, which recommended approval based upon findings of fact (see Committee Report) to allow the applicant to follow the short review process. Mr. Wall noted the Committee Report was signed by Mr. Schwenke and Mr. Hicks.

At this time, Chairman Rolfsen asked for a motion to take action on the request. **Mr. Schwenke moved to approve the request as submitted based upon the Committee Report. The motion was seconded by Mr. Hicks and it passed unanimously.**

New Business:
None

EXECUTIVE DIRECTOR'S REPORT: Mr. Kevin P. Costello, AICP
No Report

COMMITTEE REPORTS:

AIRPORT: Mr. Ford
No Report

ADMINISTRATIVE/PERSONNEL: Mr. Reynolds
No Report

ENFORCEMENT: Mr. Bunger
No Report

LONG RANGE PLANNING/COMPREHENSIVE PLAN: Mr. Schwenke
No Report

TECHNICAL/DESIGN REVIEW: Mr. Longano
No Report

EXECUTIVE: Mr. Rolfsen
No Report

CHAIRMAN'S REPORT:
No Report
OKI REPORT: Mr. Breetz
No Report

OTHER:

There being no further business to come before the Planning Commission, Mr. Hicks moved to adjourn the meeting. Mr. Schwenke seconded the motion. The meeting was adjourned by unanimous consent at 7:29 p.m.

APPROVED

Charlie Rolfsen
Chairman

Attest:

Kevin P. Costello, AICP
Executive Director