

**BOONE COUNTY PLANNING COMMISSION
BOONE COUNTY ADMINISTRATION BUILDING
FIRST FLOOR FISCAL COURTROOM
BUSINESS MEETING
JANUARY 6, 2010
7:00 P.M.**

Mrs. Susan Poston, Chairwoman, called the meeting to order at 7:00 PM.

COMMISSION MEMBERS PRESENT:

Mr. Ben Brandstetter
Mr. Greg Breetz
Mr. Kim Bungler
Mr. Mike Ford
Mrs. Linda Herald
Mr. Mark Hicks
Mrs. Janet Kegley
Mr. Jim Longano
Mr. Don McMillian
Mrs. Susan Poston
Ms. Lisa Reeves
Mr. Charlie Reynolds
Mr. Charlie Rolfsen, Vice Chairman

COMMISSION MEMBERS NOT PRESENT:

Mr. Bob Schwenke, Temporary Presiding Officer

LEGAL COUNSEL PRESENT:

Mr. Dale Wilson

STAFF MEMBERS PRESENT:

Mr. Kevin P. Costello, AICP, Executive Director
Mr. Mitchell A. Light, Assistant Zoning Administrator/Enf. Officer
Mr. Todd K. Morgan, AICP, Senior Planner
Mr. Kevin T. Wall, AICP, Director, Zoning Services

Chairwoman Poston introduced our newest Board member representing the City of Florence, Ms. Lisa Reeves.

Approval of the Minutes:

Chairwoman, Mrs. Poston, stated that the Commissioners received copies of the Minutes of the December 2, 2009 Business Meeting and the December 2, 2009 Public Hearings. She asked if there were any comments or corrections. There being no changes to the Minutes, Mr. Longano moved that the Minutes be approved as written. Mr. Rolfsen seconded the motion and it carried unanimously.

BILLS:

Kevin Costello, Planning Commission Executive Director, advised the Commissioners of the **Bills to be Paid** and the **Salaries and Benefits** for 12/03/09 through 01/06/10.

SALARIES AND BENEFITS:

FICA-BCPC Portion	\$	6,279.45
Health/Dental/Life		13,246.95
Retirement - BCPC Portion		14,302.93
Salaries - Staff Expense		<u>91,686.15</u>
TOTAL:		\$125,515.48

EXPENSES:

Accounting Fees	\$	448.93
Attorney Fees		3,040.00
Auto Expenses		258.20
Engineering/Surveying Fees		2,333.33
Filing Fees (CLURs)		160.00
GIS Operations		6,375.00
Legal Ads/Recruitment		75.84
Miscellaneous Expense		119.51
Office & Board Mtg. Supplies		838.49
Office/Equipment Maintenance		1,096.51
Office Equipment/Expense		22.46
Postage Expense		1,217.00
Printing/Pub/Dues/Subscriptions		<u>755.00</u>

TOTAL: \$ 16,740.27
GRAND TOTAL: \$142,255.75

Mr. McMillian moved that the salaries, benefits, and bills due be approved and paid as presented; and indicated approval of those items which have been paid. Mr. Reynolds seconded the motion and it carried unanimously.

ACTION ON PLAN REVIEWS:

ZONING MAP AMENDMENT AND VARIANCES - Kevin Wall, Staff; Kim Bunger, Chairman

1. **Request of Andrew Piaskowy (applicant) for Sisters of St. Joseph the Worker (owner) for a Zoning Map Amendment from Office Two (O-2) to Public Facilities (PF), and two Variances to reduce the rear yard building setback and the rear landscape buffer yard, all for a 1.07 acre tract located at 1 Beatrice Avenue, Walton, Kentucky. The request is for a zone change to allow middle school and church related functions and two Variances for a proposed building addition.**

Staff Member, Kevin Wall, read the Committee Report, which recommended approval subject to conditions (see Committee Report). The property owner has signed a letter agreeing to the conditions.

Chairwoman Poston asked if the Applicant wished to make a summary statement in regard to items raised at the Public Hearing or discussed in Committee before the Planning Commission takes action on the request. Mr. Andrew Piaskowy (Applicant) was present, but had nothing to add to the Committee Report.

Mrs. Poston asked if there was anyone present who wished to make a summary statement in opposition. There was no response.

At this time, Mr. McMillian moved by Resolution to the City of Walton that the request be approved based on the Committee Report subject to conditions. Mr. Bunger seconded the motion and it passed unanimously.

CHANGE IN CONCEPT DEVELOPMENT PLAN - Todd Morgan, Staff; Greg Breetz, Chairman

2. **Request of Jonathon Woche, AICP (applicant) for The Patrick Decastro Trust - Bruce A. Krone, Trustee (owner) for a Change in an Approved Concept Development Plan in a Commercial Services (C-3) zone for an approximate 1.5 acre site located at 1010 Burlington Pike and 5961 Greenview Drive, Boone County, Kentucky. The request is for a Change in an Approved Concept Development Plan to allow building additions totaling approximately 3,650 square feet and associated site changes for an existing auto sales and service facility.**

Staff Member, Todd Morgan, read the Committee Report, which recommended approval subject to conditions (see Committee Report). The property owner has signed a letter agreeing to the conditions.

Chairwoman Poston asked if the applicant wished to make a summary statement in regard to items raised at the Public Hearing or discussed in Committee before the Planning Commission takes action on the request. Mr. Jonathon Wocher (Applicant) was present, but had nothing to add to the Committee Report.

Mrs. Poston asked if there was anyone present who wished to make a summary statement in opposition. There was no response.

Mr. Breetz moved by Resolution to the Boone County Fiscal Court that the request be approved based upon the Committee Report subject to conditions. Mr. Reynolds seconded the motion. Chairwoman Poston asked whether the Planning Commissioners had any questions or comments.

Mr. Hicks inquired about the wording on Condition #5 relating to rooftop equipment. He stated that it is confusing and he doesn't understand it.

Mr. Morgan responded that the condition pertains to any new equipment and it cannot be any higher above the roof line than the existing equipment. Mrs. Kegley stated that you can barely see any roof equipment now and the Committee didn't want to allow a negative change. The Applicant stated that they didn't know for sure how large their new equipment would be. The condition simply says that no more can show than what shows right now. So if there is 3 inches showing, that is all that can be shown. It cannot be taller than is what is there now. She stated that they may need to raise the parapet wall if the rooftop equipment is larger.

Chairwoman Poston asked about Condition #3 relating to vehicles being unloaded in the Greenview Drive right-of-way. She inquired when they are going to stop? Mr. Wocher stated that it was his understanding that the vehicles are unloaded along KY 18 and not Greenview Drive. Mrs. Poston asked Mr. Wocher to remind the owner of this condition. Mr. Costello suggested that our zoning enforcement officer would monitor this activity and take photographs in order to enforce this condition.

There being no further comments, Mrs. Poston asked for a vote on the motion made by Mr. Breetz and seconded by Mr. Reynolds. The motion passed unanimously.

NEW BUSINESS: NONE

EXECUTIVE DIRECTOR'S REPORT:

Mr. Kevin P. Costello, AICP, Executive Director, discussed the following four items in his report to the Planning Commission.

1. A memorandum dated December 21, 2009 was distributed to Board Members involving a \$300.00 Waiver of Application fees on behalf of St Joseph's Academy. The memorandum included a letter from St. Joseph's Academy and our Waiver Policy. **As a result, Mr. McMillian moved to approve the \$300.00 Waiver to St. Joseph's Academy. Mr. Hicks seconded the motion and it carried unanimously.**

2. The Airport Committee will be meeting with the Kenton County Airport Board on Thursday, January 28, 2010 at 12:00 noon at the Airport Boardroom. Contact the office to make a reservation to attend.
3. New Committee assignments will be made by the Chairman around February 1, 2010.
4. Two Continuing Education forms were distributed for Board Members to fill out. The first form involves the November 4, 2009 training session and SD #1 and the second is the one for tonight.

COMMITTEE REPORTS:

Airport:

No Report

Administrative/Personnel: Mr. Charlie Reynolds

No Report

Enforcement: Mr. Bunger

No Report

Long-Range Planning/Comprehensive Plan: Mr. Schwenke

No Report

Technical/Design Review:

No Report

Executive: Mrs. Poston

No Report

CHAIRWOMAN'S REPORT:

Mrs. Poston noted that it was her last meeting as Board Chair and wanted to thank everyone for their support in the last couple of years.

OKI Report:

Mr. Breetz announced that the OKI Board of Trustees were going to meet on Thursday, January 14, 2010 at 10:30 a.m. at the offices of OKI located at 720 Pete Rose Way. The meeting is open to the public.

Other: 2010 Election of Officers

Chairwoman Poston referred to the Nominating Committee made up of Mike Ford and Bob Schwenke. Mr. Ford stated that the Committee is offering a recommendation of the following Slate of Officers:

Mr. Charlie Rolfsen, Chairman
Mr. Mike Ford, Vice-Chairman
Mr. Kim Bungler, Secretary/Treasurer
Mrs. Susan Poston, Temporary Presiding Officer

At this time, Mr. Ford asked whether there were any nominations from the floor? There being none, Mr. Ford asked for a motion to accept the proposed Slate of Officers mentioned above. **Mr. Hicks moved to accept the above Slate of Board Officers for 2010. Mr. Reynolds seconded the motion and it carried unanimously.**

There being no further business to come before the Planning Commission, Mr. Bungler moved to adjourn. Mr. Rolfsen seconded the motion. The meeting was adjourned by unanimous consent at 7:25 P.M.

APPROVED:

**Charlie Rolfsen
Chairman**

Attest:

**Kevin P. Costello, AICP
Executive Director**