

**BOONE COUNTY PLANNING COMMISSION
BOONE COUNTY ADMINISTRATION BUILDING
FIRST FLOOR FISCAL COURTROOM
BUSINESS MEETING
AUGUST 2, 2017
7:00 P.M.**

Chairman Rolfsen opened the Business Meeting at 7:00 p.m. and welcomed the audience to the Planning Commission's August 2, 2017 Business Meeting. Chairman Rolfsen then invited everyone to join him in reciting the Pledge of Allegiance. Chairman Rolfsen introduced Rick Lunnemann, the Planning Commission's newest member. Mr. Lunnemann replaced Charlie Reynolds, who resigned recently.

COMMISSION MEMBERS PRESENT:

Mr. Randy Bessler
Mr. Greg Breetz
Mr. Kim Bunger, Secretary/Treasurer
Mrs. Lori Heilman
Mr. Rick Lunnemann
Mr. Don McMillian
Ms. Jamie Nieves
Mr. Kim Patton
Ms. Lisa Reeves
Mr. Charlie Rolfsen, Chairman
Mr. Bob Schwenke
Mr. Brad Shipe

COMMISSION MEMBERS NOT PRESENT:

Mr. Mark Hicks
Mrs. Janet Kegley
Mr. Steve Turner, Temporary Presiding Officer

LEGAL COUNSEL PRESENT:

Mr. Dale Wilson

STAFF MEMBERS PRESENT:

Mr. Kevin Costello, AICP, Executive Director
Mr. Mitchell A. Light, Assistant Zoning Administrator
Mr. Robert Jonas, AICP, Director, Planning Services

Approval of the Minutes:

Chairman Rolfsen stated that the Commissioners received copies of the Minutes from the July 5, 2017 Business Meeting and the July 5, 2017 Public Hearings. He asked if there were any comments or corrections? **Mr. Patton moved to approve the Minutes as presented. Mr. Shipe seconded the motion and it carried unanimously.**

BILLS:

Mr. Kevin P. Costello, AICP, 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 July 6, 2017 through August 2, 2017.

EXPENSES:

| | |
|-----------------------------------|------------------|
| Accounting Fees | \$ 2,011.27 |
| Attorney Fees | 3,700.00 |
| Auto Expense | -60.00 |
| Consultant/Professional Svcs Fees | 1,575.00 |
| Filing Fees (CLURs) | 128.00 |
| GIS Operations | 30,780.20 |
| Legal Ads/Recruitment | 93.56 |
| Miscellaneous Expense | 137.06 |
| Office & Board Mtg. Supplies | 2,574.09 |
| Office Equipment/Expense | 5.30 |
| Office/Liability Insurance | 23,489.73 |
| Printing/Pub/Dues/Subscriptions | 1,008.00 |
| Professional Development | 300.00 |
| TOTAL: | 65,742.21 |

SALARIES AND BENEFITS:

| | |
|------------------------------|---------------------|
| FICA-BCPC Portion | \$ 5,516.30 |
| Health / Dental / Life / LTD | 17,285.37 |
| Retirement - BCPC Portion | 14,483.19 |
| Salaries - Staff Expense | 76,394.49 |
| Salaries BCPC | 720.00 |
| Workers Comp Insurance | 6,960.69 |
| TOTAL: | \$121,360.04 |

GRAND TOTAL: \$187,102.25

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 previously paid. Mr. Patton seconded the motion and it carried unanimously.

ACTION ON PLAN REVIEWS:

ZONING MAP AMENDMENT - Kim Patton, Chairman, Mitch Light, Staff

1. Request of **Florence Baptist Church (owner)** for a Zoning Map Amendment from Commercial Services (C-3) to Public Facilities (PF) for a 3.07 acre tract located at 1050 Burlington Pike, Boone County, Kentucky. The request is for a zone change to allow a K-12 school to operate within the existing church.

Staff Member, Mitch Light, read the Committee Report, which recommended approval based upon Findings of Fact (see Committee Report). Mr. Light noted that the Committee voted unanimously to approve the request with Mr. Breetz, Mr. Turner, Mrs. Kegley and Mr. Patton 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? Seeing no one, **Chairman Rolfsen asked if there was a motion to act on the request? Mr. Patton moved to approve the request by Resolution to the Boone County Fiscal Court based upon the Findings of Fact stated in the Committee Report. Mr. Breetz seconded the motion.** At this time, Chairman Rolfsen then asked about the maximum number of students being 120? Why wasn't it a condition? What would happen if the applicant wanted to increase the number of students to 130? Mr. Patton replied that the applicant would have to come back to the Planning Commission for approval. The ideal class size is 10 students per grade and this size would also qualify for a flashing school warning sign. Mr. Costello inquired on whether there should be a condition rather than a finding for the amount of students. Mr. Wilson asked if the applicant noted a figure on their application. Mr. Light responded no. Mr. Wilson recommended that the applicant/owner state on the record agreeing to the maximum 120 students. Mr. John Skoog, Administrator of Union Pointe Academy, replied that he was in agreement with the 120 maximum student figure. Mr. Tavis McNair representing Florence Baptist Church stated that he was also in agreement with the maximum 120 student figure.

Mr. McMillian stated that if a 15 mph school zone is installed on KY 18 in front of the school, it will slow down traffic on KY 18 tremendously. It will be a mess. Mr. Costello responded that he thought school zones were 25 mph. He also explained that the State will determine the speed limit of the school zone. Currently, the speed limit is 45 mph in front of the proposed school. The school zone issue may be addressed concurrently with a speed study of KY 18 from Ridge Road to Zig Zag Road or Limaburg Road.

Chairman Rolfsen asked for a vote on the original motion made by Mr. Patton and seconded by Mr. Breetz. The motion passed unanimously.

ZONING MAP AMENDMENT FOR SPECIAL SIGN DISTRICT - Steve Turner, Chairman, Mitch Light, Staff

2. Request of **Terry Crigger or Randy Chestnut (applicants)** for **Christ's Chapel Assembly of God (owner)** for a Zoning Map Amendment for a Special Sign District for an approximate 7.6 acre tract located at 3819 Turfway Road, Boone County, Kentucky. The request is for a Special Sign District in a Rural Suburban Estates/Planned Development/Houston-Donaldson Study Corridor Overlay (RSE/PD/HDO) zone to allow a monument sign with an electronic message center.

Staff Member, Mitch Light, read the Committee Report, which recommended approval based upon Findings of Fact and conditions (see Committee Report). Mr. Light noted that the Committee voted unanimously to approve the request with Mr. Breetz, Mr. Turner, Mr. Kegley and Mr. Patton 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? Seeing no one, **Chairman Rolfsen asked if there was a motion to act on the request? Mr. Patton moved to approve the request by Resolution to the Boone County Fiscal Court based upon the Committee Report and subject to conditions. Mr. Schwenke seconded the motion and it passed unanimously.**

New Business:

ZONING MAP AMENDMENT - Mitch Light, Staff

3. Request of **Steve Berling (applicant)** for **Dave Kroth (owner)** for a Zoning Map Amendment from Agricultural Estate (A-2) to Suburban Residential One (SR-1) for a 17 acre site located at the terminus of McGuire Lane and to the east of the properties at 6713, 6717, 6721, 6725, 6729, 6733, 6737, 6741, 6745, 6749, 6753, 6757, and 6761 Gordon Boulevard and 600 McGuire Lane, to the south of the properties at 605 and 609 McGuire Lane and 623, 627, 631, 635, 639, 643, and 647 Makayla Court, and to the south and east of the property at 601 McGuire Lane, Boone County, Kentucky. The request is for a zone change to allow the expansion of an existing subdivision for detached single family residences (Gunpowder Trails).

2017 BOONE COUNTY COMPREHENSIVE PLAN UPDATE - Bob Schwenke, Chairman; Bob Jonas & Matt Becher, Staff

4. Request of the **Long Range Planning/Comp Plan Committee** to hold a Public Hearing to present and hear comments regarding the 2017 update of the **Boone County Comprehensive Plan** Goals and Objectives. The Goals and Objectives include the following sections: Overall, Demographics, Environment, Natural and Cultural Resources, Economy, Public Facilities, and Transportation. The Goals and Objectives will form the basis for the update of the remaining Elements/Chapters of the 2017 **Boone County Comprehensive Plan**.

Mr. Schwenke moved to schedule Public Hearings for items #3 and #4 listed above on September 6, 2017 at 7:30 p.m. Mr. Patton seconded the motion and it passed unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Kevin P. Costello, AICP, Executive Director, distributed copies of 2 handouts - one involving a Public Open House on August 29, 2017 from 4:00 - 7:00 P.M. involving the Boone County Transportation Plan and a project summary sheet for the Boone County Comprehensive Plan, the Boone County Transportation Plan and the CVG Master Plan.

Mr. Costello invited former Planning Commission Board Member, Ben Brandstetter to come forward. Mr. Brandstetter was appointed by Judge Moore in 2008 and served 6 years. As a Board member, Mr. Brandstetter served as the Temporary Presiding Officer (TPO) and on the Zone Change Committee, the Executive Committee, the Technical/Design Review Committee and the Airport Committee. Chairman Rolfsen thanked Mr. Brandstetter for his years of service to the community.

COMMITTEE REPORTS:

AIRPORT REPORT:

Mr. Costello announced that the Committee will be meeting in September/October.

ADMINISTRATIVE/PERSONNEL: Mr. Turner
No Report

ENFORCEMENT REPORT: Mr. Bunger
No Report

LONG RANGE PLANNING/COMPREHENSIVE PLAN:

Mr. Schwenke stated that the Committee has been working on the Goals and Objectives of the new Comprehensive Plan. A copy of the draft has been given to the Board members. He encouraged each Board member to review them before the Public Hearing. The update process started in March and the Committee received 9 sets of comments on the current set of Goals and Objectives. All comments were evaluated and changes were made. Some of the wording in the draft has been condensed. The Plan itself will be more concise. The draft Goals and Objectives will be available on-line on the website. Staff will also forward the draft to individuals who signed up to receive them. He stated that the Committee and Staff are looking forward to receiving comments from the public at the Public Hearing.

TECHNICAL/DESIGN REVIEW: Mrs. Heilman
No Report

EXECUTIVE REPORT: Mr. Rolfsen
No Report

CHAIRMAN'S REPORT: Mr. Rolfsen
No Report

OKI REPORT: Mr. Breetz
No Report

OTHER:

There being no further business to come before the Planning Commission, Mr. Bessler 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