

**BOONE COUNTY PLANNING COMMISSION  
BOONE COUNTY ADMINISTRATION BUILDING  
FIRST FLOOR FISCAL COURTROOM  
BUSINESS MEETING  
JANUARY 3, 2018  
7:00 P.M.**

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Chairman Rolfsen opened the Business Meeting at 7:00 p.m. and welcomed the audience to the Planning Commission's January 3, 2018 Business Meeting. Chairman Rolfsen then invited everyone to join him in reciting the Pledge of Allegiance.

**COMMISSION MEMBERS PRESENT:**

Mr. Randy Bessler  
Mr. Greg Breetz  
Mr. Kim Bungler, Secretary/Treasurer  
Mrs. Lori Heilman  
Mr. Mark Hicks  
Mrs. Janet Kegley  
Mr. Rick Lunnemann  
Mr. Don McMillian  
Ms. Jamie Nieves  
Mr. Kim Patton  
Mr. Charlie Rolfsen, Chairman  
Mr. Bob Schwenke  
Mr. Brad Shipe  
Mr. Steve Turner, Temporary Presiding Officer  
Mr. Kenny Vaught

**COMMISSION MEMBERS NOT PRESENT:**

**LEGAL COUNSEL PRESENT:**

Mr. Dale Wilson

**STAFF MEMBERS PRESENT:**

Mr. Kevin Costello, AICP, Executive Director  
Mr. Mitchell A. Light, Assistant Zoning Administrator/ZEO  
Mr. Kevin T. Wall, AICP, Director, Zoning Services  
Mr. Todd K. Morgan, AICP, Senior Planner  
Mr. Robert A. Jonas, Director, Planning Services

**Approval of the Minutes:**

Chairman Rolfsen stated that the Commissioners received copies of the Minutes from the December 6, 2017 Business Meeting, the December 6, 2017 Public Hearings. He asked if there were any comments or corrections? **Mr. Patton moved to approve the Minutes as presented. Mr. Turner 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 December 7, 2017 through January 3, 2018.

**EXPENSES:**

Accounting Fees	\$	432.69
Attorney Fees		3,700.00
Auto Expense		43.70
Consultant/Professional Svcs Fees		1,800.00
Filing Fees (CLURs)		176.00
GIS Operations		125.00
Legal Ads/Recruitment		44.44
Miscellaneous Expense		150.25
Office & Board Meeting Supplies		810.39
Office Equipment/Expense		5.44
Postage Expense		673.70
Printing/Pub/Dues/Subscriptions		<u>1,816.50</u>
<b>TOTAL:</b>		<b>9,778.11</b>

**SALARIES AND BENEFITS:**

FICA-BCPC Portion	\$	5,657.25
Health / Dental / Life / LTD		18,154.18
Retirement - BCPC Portion		18,685.19
Salaries - Staff Expense		78,362.14
Salaries BCPC		720.00
Salaries BCBOA		<u>105.00</u>
<b>TOTAL:</b>		<b>\$121,683.76</b>

**GRAND TOTAL: \$131,461.87**

**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:**

**CHANGE IN CONCEPT DEVELOPMENT PLAN - Kim Patton, Chairman, Mitch Light, Staff**

1. Request of **The Drees Company c/o Mike Schoettelkotte (applicant)** for **The Drees Company (owner)** for a Change in an Approved Concept Development Plan in a Residential Planned Development (RPD) zone for a 55.242 acre site located on the north side of Thornwilde Drive, across from the Thornwilde Drive/Southcross Drive intersection, and on the east side of Williams Road, to the north of the Thornwilde Drive/Williams Road intersection, Boone County, Kentucky. The request is for a change in an approved Concept Development Plan to allow single family detached residences.

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 to approve the request with Mr. Breetz, Mr. Turner, Mr. Bunger 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. Turner seconded the motion.**

**Seeing no further questions, Chairman Rolfsen asked for a vote on the motion and it passed unanimously.**

**CHANGE IN CONCEPT DEVELOPMENT PLAN - Kim Bunger, Chairman, Todd Morgan, Staff**

2. Request of **Kroger (Don Barnett) (applicant)** for **Kroger Limited Partnership (Don Barnett) (owner)** for a Change in an Approved Concept Development Plan in a Commercial Two/Planned Development (C-2/PD) zone for a 7.853 acre site located on the south/east side of US 42, and to the immediate south/west of the Boone County Public Library, Scheben Branch, at 8899 US 42, Union, Kentucky, and a 4.8589 acre site located on the east side of US 42 and to the west of the Kroger Marketplace property at 9001 US 42, Union, Kentucky. The request is for a change in an approved Concept Development Plan to allow modifications to the Union Kroger Marketplace outlot uses and standards.

Staff Member, Todd Morgan, read the Committee Report, which recommended approval based upon Findings of Fact and conditions (see Committee Report). Mr. Morgan noted that the Committee voted unanimously to approve the request with Mr. Breetz, Mr. Bunger, Mr. Patton and Mr. Turner 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? Mr. Greg Dale, McBride Dale Clarion, stated that he was representing Anne McBride who couldn't attend tonight's meeting and the applicant. Mr. Dale noted that the letter agreeing to the conditions was executed.

Seeing no one else, Chairman Rolfsen asked if there was a motion to act on the request? **Mr. Bunger moved to approve the request by Resolution to the City of Union based upon the Committee Report and subject to conditions. Mr. Schwenke seconded the motion.**

Chairman Rolfsen asked the Committee Chairman how the Committee addressed the parking requirements? Is a variance being approved? Mr. Bunger explained that the Committee is only giving the applicant a slight variance or waiver. The Committee supports the findings of Staff in regard to this issue. Mr. Morgan further explained that the Committee adopted the approach the City of Florence uses. It excludes up to a 500 square feet of outdoor dining area from the parking requirements. All other code requirements would apply. Mr. Bunger further mentioned that some of the restaurants planned for the site will be carry out only in the proposed retail center. The applicant also provided information about their parking space experiences with restaurants and compared it with Boone County's requirements. That information showed a significant difference so the Committee suggested the condition as a good solution or alternative.

Chairman Rolfsen asked what will happen if people park in the Kroger lot for overflow purposes? Mr. Dale stated that he didn't think it would happen since with the deduction from the outdoor seating area, it is still a reasonable parking standard for all. Restaurants don't want to be underparked.

Mr. Patton reminded everyone of a proposed bank going in the development (Central Bank) and some of the overflow parking can park on that site during off hours. The chances of 7 free standing restaurants is minimal since the applicant will locate some in the retail center that won't need outdoor seating since they are carry out restaurants.

**Seeing no further questions, Chairman Rolfsen asked for a vote on the original motion made by Mr. Bunger and seconded by Mr. Schwenke. It passed unanimously.**

At this time, Mrs. Kegley stated that she has a business conflict of interest with the next request and she left the meeting room.

**CHANGE IN CONCEPT DEVELOPMENT PLAN - Steve Turner, Chairman, Kevin Wall, Staff**

3. Request of **A&K Enterprise, Inc. (owner)** for a Change in an Approved Concept Development Plan in a Office One/Planned Development (O-1/PD) zone for a 1.098 acre lot located on the south side of US 42 and to the immediate west of the property at 8735 US 42, Florence, Kentucky; and for a Change in an Approved Concept Development Plan in a Commercial Two/Planned Development (C-2/PD) zone for a 1.226 acre lot located on the southeast corner of the US 42/Express Street intersection, Florence, Kentucky, and a 4.032 acre site located on the south side of Cavalry Drive and to the immediate east of the property at 1573 Cavalry Drive, Florence, Kentucky. The request is for a change in an approved Concept Development Plan to allow additional commercial uses on these three sites.

Staff Member, Kevin Wall, read the Committee Report, which recommended approval based upon Findings of Fact (see Committee Report). Mr. Wall noted that the Committee voted to approve the request with Mr. Breetz, Mr. Bunger, Mr. Patton and Mr. Turner 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. Turner moved to approve the request by Resolution to the City of Florence based upon the Committee Report. Mr. Patton seconded the motion. Chairman Rolfsen asked if there were any comments or questions from the Board? Seeing none, he asked for a vote on the motion and it passed unanimously.**

Mrs. Kegley returned to the meeting room.

**TECHNICAL/DESIGN REVIEW - Lori Heilman, Chairwoman, Todd Morgan, Staff**

6. Holiday Inn Express & Suites - Vandercar Way

Staff Member, Todd Morgan, referred to a PowerPoint presentation. The site is 2.15 acres. Last year, a Zone Change request was approved for the site. It is zoned Office Two/Planned Development (O-2/PD). The proposed use is a 56,000 square foot Holiday Inn Express & Suites. It will have 93 rooms. The height of the building is 47 feet. Mr. Morgan showed building elevations. The building is almost all brick and stone. Brick and stone samples were submitted. The stone will be a little bit different than the submitted stone sample.

Mr. Morgan mentioned the Technical/Design Review Committee met prior to the Business Meeting and recommended approval with 3 conditions. The first condition involved painting or finishing the elevator shaft to match the building. Second, the retaining wall and dumpster would be constructed with the dark color brick and finally, rooftop mechanicals would be screened.

**Mrs. Heilman moved to approve the request based upon the Technical/Design Review Committee recommendation with the three conditions. Mr. Lunnemann seconded the motion and it passed unanimously.**

**New Business:**

**None**

**EXECUTIVE DIRECTOR'S REPORT: Kevin P. Costello, AICP**

Mr. Kevin P. Costello, AICP, Executive Director, announced that the "kick-off" Open House for the update of the Boone County Comprehensive Plan is scheduled for Wednesday, January 24, 2018 from 4:00 - 7:00 p.m. in the Old Historic Boone County Courthouse. The public is invited to attend.

**COMMITTEE REPORTS:**

**AIRPORT:**

Mr. Bessler announced that the next quarterly meeting of the Airport Committee will be on January 25, 2018 at 12:00 noon in the Boone County Administration Building.

**ADMINISTRATIVE/PERSONNEL:** Mr. Turner  
No Report

**ENFORCEMENT:** Mr. Bungler  
No Report

**LONG RANGE PLANNING/COMPREHENSIVE PLAN:**  
No Report

**TECHNICAL/DESIGN REVIEW:** Mrs. Heilman  
No Report

**EXECUTIVE:** Mr. Rolfsen  
No Report

**CHAIRMAN:**

Chairman Rolfsen welcomed the Planning Commission's newest member, Mr. Kenny Vaught, representing the City of Florence. Mr. Vaught gave a brief description of himself and stated he was happy to serve. Chairman Rolfsen also announced that Dale Wilson administered the oath of office to the newly appointed and reappointed members.

**OKI:** Mr. Breetz  
No Report

**OTHER:**

Mr. Costello announced that Mr. Breetz would like to continue to be the Planning Commission's representative to the OKI Board of Directors for 2018. Mr. Hicks moved to appoint Mr. Breetz to the OKI Board of Directors for 2018. Mr. Patton seconded the motion and is passed unanimously.

Mrs. Kegley announced that the incumbent officers identified below wanted to serve a new term in 2018:

Charlie Rolfsen	-	Chairman
Kim Patton	-	Vice Chairman
Kim Bungler	-	Secretary/Treasurer
Steve Turner	-	Temporary Presiding Officer

She explained there were no other individuals who expressed interest in serving. Mr. Wilson asked if there were any nominations from the floor at tonight's meeting? Seeing none, **Mr. Hicks moved to appoint the following individuals as officers of the Boone County Planning Commission for the year 2018:**

Charlie Rolfsen	-	Chairman
Kim Patton	-	Vice Chairman
Kim Bungler	-	Secretary/Treasurer
Steve Turner	-	Temporary Presiding Officer

**Mrs. Kegley seconded the motion and it passed unanimously.**

**There being no further business to come before the Planning Commission, Mr. Hicks moved to adjourn the meeting. Mr. Patton seconded the motion. The meeting was adjourned by unanimous consent at 7:34 p.m.**

**APPROVED**

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**Charlie Rolfsen**  
**Chairman**

**Attest:**

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