

**BOONE COUNTY PLANNING COMMISSION
BOONE COUNTY ADMINISTRATION BUILDING
FIRST FLOOR FISCAL COURTROOM
BUSINESS MEETING
APRIL 4, 2018
7:00 P.M.**

Chairman Rolfsen opened the Business Meeting at 7:00 p.m. and welcomed the audience to the Planning Commission's April 4, 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 Bunger, Secretary/Treasurer
Mrs. Lori Heilman
Mr. Mark Hicks
Mrs. Janet Kegley
Mr. Rick Lunnemann
Mr. Don McMillian
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:

Ms. Jamie Nieves

LEGAL COUNSEL PRESENT:

Mr. Dale Wilson

STAFF MEMBERS PRESENT:

Mr. Kevin Costello, AICP, Executive Director
Mr. Matt Becher, AICP, Rural/Open Space Planner
Mr. Robert Jonas, AICP, Director, Planning Services
Mr. Mitch Light, Asst. Zoning Administrator/ZEO
Mr. Kevin T. Wall, AICP, Director, Zoning Services

Approval of the Minutes:

Chairman Rolfsen stated that the Commissioners received copies of the Minutes from the March 7, 2018 Business Meeting. 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 March 8, 2018 through April 4, 2018.

EXPENSES:

Accounting Fees	\$	396.56
Attorney Fees		3,700.00
Auto Expense		19.77
Consultant/Professional Svcs Fees		3,012.50
Filing Fees (CLURs)		166.00
Legal Ads/Recruitment		38.60
Miscellaneous Expense		169.69
Office & Board Meeting Supplies		401.49
Office Equipment/Maintenance		283.36
Office Equipment/Expense		539.56
Postage Expense		173.70
Printing/Pub/Dues/Subscriptions		12.57
TOTAL:		8,913.80

SALARIES AND BENEFITS:

FICA-BCPC Portion	\$	5,370.48
Health / Dental / Life / LTD		18,248.26
Retirement - BCPC Portion		17,815.83
Salaries - Staff Expense		74,645.49
Salaries BCPC		385.00
Salaries BCBOA		105.00
TOTAL:		\$116,570.06

GRAND TOTAL: \$125,483.86

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:

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

1. Harmony Subdivision, Phase D, Part 1 - Dawns Light and Soaring Breezes

Staff Member, Kevin Wall, referred to a PowerPoint presentation. The request is a Determination of a Review Process in accordance with the Union Town Plan. The proposed phase is located along U.S. 42 and Dawn's Light. The site is a little over 3 acres in size. The Union Town Plan designates the site as residential at 10 units per acre. Mr. Wall proceeded to read the Committee Report (see Committee Report), which recommended that the developer follow the short review process subject to conditions. The original approval for the site occurred on December 17, 2003. The current proposal is for 21 single-family detached lots with a proposed density of 6.25 dwelling units per acre. The original plan for this site included 28 attached condominiums at a density of 8.3 dwelling units per acre. The proposed changes are generally consistent with the Union Town Plan and the original Harmony Concept Development Plan. Access will be from a proposed public street. It will have a reduced street right-of-way and pavement widths. Additional parking is proposed near the internal loop/open space area. A private driveway will connect the loop road to Soaring Breeze Drive. A public sidewalk is proposed around the entire perimeter. The front of each residence will face a public street. The internal loop road will function like an alley to serve the proposed garages. Mr. Wall showed building elevations of the proposed residences. Several waivers from the Boone County Subdivision Regulations have been requested and will be reviewed by the Zoning Administrator. These include reducing the street right-of-way width from 50 feet to 30 feet, reducing the pavement width from 25 feet to 20 feet and eliminating the sidewalk on the public street on both sides. A sidewalk will be installed around the perimeter of the site. An inverted versus a crown street section will be constructed and street parking will be eliminated. The Long Range/Comp Plan Committee recommended approval subject to 3 conditions. The first condition involves the intersection between the loop street and the shared private driveway. It shall be reconfigured into a "T" intersection. Second, the pavement width and the radial curve from the public street shall be 24 feet wide. Third, written approval for the street design of the phase shall be obtained by the Union Fire Protection District. Mr. Wall noted that since the Committee Meeting, this written approval has been provided. He also stated that the developer has agreed to the 3 conditions. The Committee voted unanimously in favor of the request to follow the short review process with Mr. Schwenke and Mr. Breetz voting in favor.

Mr. Schwenke moved to approve the request based upon the Committee Report and subject to the conditions. Mr. Hicks seconded the motion and it passed unanimously.

Based upon a question by Chairman Rolfsen, Mr. Wall replied that the houses will face U.S. 42 and the other public streets. The request did not require a Public Hearing because the Committee recommended the short review process. **Chairman Rolfsen asked for a vote on the original motion. It passed unanimously.**

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

2. BOONUS, LLC/HBC Radiomatic - 1017 Petersburg Road

Staff Member, Mitch Light, representing Todd Morgan, referred to a PowerPoint presentation. The site was subject to a prior zone change that included a design review condition. An addition is being proposed to the back of the existing building. The front of the building is brick and the addition will be tilt-up concrete. Mr. Light noted that the building addition cannot be seen from KY 20.

Mr. Light mentioned the Technical/Design Review Committee met prior to the Business Meeting and recommended approval as presented.

Mrs. Heilman moved to approve the request based upon the Technical/Design Review Committee recommendation. Mr. Shipe seconded the motion and it passed unanimously.

TECHNICAL/DESIGN REVIEW - Lori Heilman, Chairwoman, Mitch Light, Staff

3. Staybridge Inn & Suites - Ted Bushelman Boulevard

Staff Member, Mitch Light, referred to a PowerPoint presentation. The site is located adjacent to the existing fire station and across the street from the Home Depot. The building will be mostly brick and color samples were submitted. Mr. Light distributed copies of the building elevations to the Board members. The dryvit will be ivory in color. The trim will be a bronze color.

Mr. Light mentioned the Technical/Design Review Committee met prior to the Business Meeting and recommended approval as presented.

Mrs. Heilman noted that the building materials and selected colors met the requirements of the Houston-Donaldson Study. **Mrs. Heilman moved to approve the request based upon the Technical/Design Review Committee recommendation. Mr. Schwenke seconded the motion and it passed unanimously**

New Business:

ZONING MAP AMENDMENT AND CONDITIONAL USE PERMIT - Mitch Light, Staff

4. Request of **Marc Gloyeske (applicant)** for **Kreutzjans Yeager Properties LLC (owner)** for a Zoning Map Amendment from Commercial Two (C-2) to Industrial One (I-1), and a Conditional Use Permit, for a 2.69 acre site located on the northeast corner of the Petersburg Road/Lindberg Court intersection, Boone County, Kentucky. The request is for a zone change and a Conditional Use Permit to allow a hotel.

Mr. Bunger moved to schedule a Public Hearing for item #4 listed above on May 2, 2018 at 7:30 p.m. Mr. Patton seconded the motion and it passed unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Kevin P. Costello, AICP, stated there will be a Board training session immediately after the Business Meeting.

COMMITTEE REPORTS:

AIRPORT: Mr. Bessler
No Report

ADMINISTRATIVE/PERSONNEL: Mr. Turner
No Report

ENFORCEMENT: Mr. Bunger
No Report

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

TECHNICAL/DESIGN REVIEW: Mrs. Heilman
No Report

EXECUTIVE: Mr. Rolfsen
No Report

CHAIRMAN: Mr. Rolfsen
No Report

OKI: Mr. Breetz
No Report

OTHER:

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 7:24 p.m.

APPROVED

Charlie Rolfsen
Chairman

Attest:

Kevin P. Costello, AICP
Executive Director