

**BOONE COUNTY PLANNING COMMISSION
BOONE COUNTY ADMINISTRATION BUILDING
FIRST FLOOR FISCAL COURTROOM
BUSINESS MEETING
JULY 5, 2018
7:00 P.M.**

Chairman Rolfsen opened the Business Meeting at 7:04 p.m. and welcomed the audience to the Planning Commission's July 5, 2018 Business Meeting. Chairman Rolfsen then invited everyone to join him in reciting the Pledge of Allegiance.

COMMISSION MEMBERS PRESENT:

Mr. Randy Bessler
Mr. Kim Bunger, Secretary/Treasurer
Mrs. Lori Heilman
Mr. Rick Lunnemann
Mr. Don McMillian
Mr. Kim Patton
Mr. Charlie Rolfsen, Chairman
Mr. Bob Schwenke
Mr. Brad Shipe
Mr. Kenny Vaught

COMMISSION MEMBERS NOT PRESENT:

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

LEGAL COUNSEL PRESENT:

Mr. Dale Wilson

STAFF MEMBERS PRESENT:

Mr. Kevin P. Costello, AICP, Executive Director
Mr. Mitch Light, Asst. Zoning Administrator/ZEO
Mr. Todd Morgan, Senior Planner

Approval of the Minutes:

Chairman Rolfsen stated that the Commissioners received copies of the Minutes from the June 6, 2018 Business Meeting and Public Hearing. He asked if there were any comments or corrections? **Mr. Patton moved to approve the Minutes as presented. Mr. Lunnemann 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 June 7, 2018 through July 5, 2018.

EXPENSES:

Accounting Fees	\$ 603.38
Attorney Fees	3,700.00
Auto Expense	161.45
Consultant/Professional Svcs Fees	2,687.50
Filing Fees (CLURs)	336.00
GIS Operations	382.20
Legal Ads/Recruitment	38.08
Miscellaneous Expense	162.87
Office & Board Meeting Supplies	334.01
Office Equipment/Expense	409.45
Postage Expense	673.70
Printing/Pub/Dues/Subscriptions	1,542.95
Professional Development	<u>125.00</u>

TOTAL: 11,156.59

SALARIES AND BENEFITS:

FICA-BCPC Portion	\$ 7,340.98
Health / Dental / Life / LTD	18,582.21
Retirement - BCPC Portion	18,766.19
Salaries - Staff Expense	101,271.13
Salaries BCPC	3,335.97
Salaries WBOA	175.00
Salaries FBOA	105.00
Salaries BCBOA	<u>140.00</u>

TOTAL \$149,716.48

GRAND TOTAL: \$160,873.07

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 FOR SPECIAL SIGN DISTRICT - Mitch Light, Staff

1. Request of **Marc Gloyeske (applicant)** for **Kreutzjans Yeager Properties LLC (owner)** for a Zoning Map Amendment for a Special Sign District 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 Special Sign District in a Commercial Two (C-2) District (Zoning Map Amendment to Industrial One [I-1] is pending) to allow alternative signage.

Staff Member, Mitch Light, read the Committee Report, which recommended approval based upon Findings of Fact and conditions (see Committee Report). The Committee voted unanimously with Mr. Breetz, Mr. Bunger, Mr. Turner 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? Mr. Marc Gloyeske, applicant, stated that he wanted to thank the Committee and he looks forward to bringing this project to Boone County.

Seeing no one else, Chairman Rolfsen asked if there was a motion to act on the Zoning Map Amendment request? **Mr. Bunger moved to approve the Zoning Map Amendment request by Resolution to the Boone County Fiscal Court based upon the Committee Report and subject to conditions. Mr. Patton seconded the motion and it passed unanimously.**

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

2. Towneplace Suites/Acapulco - 7484 Turfway Road

Staff Member, Todd Morgan, referred to a PowerPoint presentation. The proposed hotel, Towneplace Suites, will be built behind the Acapulco restaurant off Turfway Road. He showed the Concept Development Plan approved last December. The request involves Lots 2 & 6 in Saratoga Square Subdivision. The hotel is 63,900 square feet in size, 67 feet in height and has 105 rooms. Mr. Morgan showed building elevations. The approval includes accent banding at the top of the hotel. The hotel will have a trellis system and a canopy in the front of the building. The request involves both the hotel and the restaurant. The outdoor seating area for the restaurant is changing and will include a pergola. No rooftop equipment will be seen. The building will mostly be brick and some fiber cement panel. The dumpster enclosure will primarily be built with brick. Mr. Morgan showed photographs of the proposed improvements to the existing restaurant. The building will be repainted the same color. A retaining wall will be installed for the pool area. Mr. Morgan stated that the Technical/Design Review Committee met prior to the Business Meeting and recommended approval with the following conditions: 1) Both pergolas shall use matching stain either red wood or cedar bark in color; 2) The canopy columns are to be painted to match the trim colors - Pewter or Weimaraner; 3) Both dumpsters and enclosures shall be constructed with 320 gray brick and pearl gray brick; 4) The fire pit and bar areas are to be constructed with masonry or cultured stone; 5) Outside furniture shall correlate to the building color scheme; 6) The pool/patio wall is to be constructed with brick that matches the building; and 7) The retaining wall at the back of the

building shall use the same block as submitted from the Unilock brochure. Mr. Morgan noted that additional landscaping conditions were placed on the restaurant site as stipulated by the City of Florence. This will be reviewed at the Site Plan stage.

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

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

3. Burger King - 4868 Houston Road

Staff Member, Mitch Light, referred to a PowerPoint presentation. The site is located in front of the former Bigg's building on Houston Road. The subject site sits lower than Houston Road. He showed photographs of the existing restaurant. The dumpster enclosure will be repainted and the enclosure gates will be replaced. Paneling will be installed on the building and the existing brick will be repainted. The "Home of the Whopper" sign is not permitted because it is above the roof line. The red bands will be illuminated on 3 elevations along with the 3 Burger King logos. The rear elevation will not have a logo or an illuminated band. The proposed logo signs are approximately 20 square feet. The Committee met prior to the Business Meeting and recommended approval with no signage allowed including the "Home of the Whopper" sign and the sign on the elevation facing Houston Road. In response to a question posed by Mr. McMillian, Mr. Light noted that the Houston Road store has more brick or masonry than the newly build Walton store because of the Houston-Donaldson Study. Mr. Bunger asked if the new roof design screens the mechanical equipment. Mr. Yasser Wally, Interplan, replied yes since they are raising the roof line.

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

New Business:

None

EXECUTIVE DIRECTOR'S REPORT:

Mr. Kevin P. Costello, AICP, reminded the Board that there is a Special Public Hearing on July 11, 2018 at 7:00 p.m. The City of Union has not yet appointed anyone to the Planning Commission. An individual will most likely be appointed before the August 1, 2018 Business Meeting. Mr. Costello asked the Board to extend the contract of Jonathon Brown, P.E., L.S. for another year based upon the provisions in his July 2, 2018 Memo. **Mr. Bunger moved to extend the contract with Mr. Brown from July 1, 2018 to June 30, 2019 in order to provide engineering and surveying services to the Planning Commission and to authorize the Executive Director to execute a contract with Mr. Brown based upon his July 2, 2018 Memo. Mr. Patton seconded the motion and it passed unanimously.**

Mr. Costello also noted that he wanted to extend the contract of Strategic Advisors (SA) to provide marketing, social media and design services for the Comprehensive Plan update from July 1, 2018 to December 31, 2018 based upon his July 2, 2018 Memo. These funds have been budgeted for the new Fiscal Year (FY 2018-2019). **Mr. Schwenke moved to authorize the Executive Director to execute a contract with Strategic Advisors, LLC based upon his July 2, 2018 Memo. Mr. Lunnemann seconded the motion and it passed unanimously.**

Mr. Costello referred to his July 5, 2018 Memo. As part of the new Fiscal Year (2018-2019), he requested authorization to proceed with the replacement of a new staff vehicle and allow the Executive Director to sign all legal and financial documents related to the vehicle purchase.

Mr. Bessler moved to approve the authorization as described by Mr. Costello. Mr. Patton seconded the motion and it passed unanimously.

COMMITTEE REPORTS:

AIRPORT: Mr. Bessler
No Report

ADMINISTRATIVE/PERSONNEL: Mr. Turner
No Report

ENFORCEMENT: Mr. Bungler
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. Schwenke moved to adjourn the meeting. Mr. Lunnemann 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