

**BOONE COUNTY PLANNING COMMISSION  
BOONE COUNTY ADMINISTRATION BUILDING  
FIRST FLOOR FISCAL COURTROOM  
BUSINESS MEETING  
JANUARY 2, 2019  
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 2, 2019 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  
Ms. Corrin Gulick  
Mr. Steve Harper  
Mrs. Lori Heilman  
Mrs. Janet Kegley  
Mr. Rick Lunnemann  
Mr. Don McMillian  
Mr. Kim Patton, Vice Chairman  
Mr. Charlie Rolfsen, Chairman  
Mr. Bob Schwenke  
Mr. Brad Shipe  
Mr. Steve Turner, Temporary Presiding Officer  
Mr. Kenny Vaught

**COMMISSION MEMBERS NOT PRESENT:**

Mr. Mark Hicks

**LEGAL COUNSEL PRESENT:**

Mr. Dale Wilson

**STAFF MEMBERS PRESENT:**

Mr. Kevin P. Costello, AICP, Executive Director  
Mr. Kevin T. Wall, AICP, Director, Zoning Services  
Mr. Todd K. Morgan, AICP, Senior Planner  
Mr. Michael Schwartz, Planner

Chairman Rolfsen welcomed Ms. Corrin Gulick as the newest Planning Commission member. She is representing the Boone County Fiscal Court.

**Approval of the Minutes:**

Chairman Rolfsen stated that the Commissioners received copies of the Minutes from the December 5, 2018 Business Meeting and Public Hearings. 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 December 6, 2018 through January 2, 2019.

**EXPENSES:**

Accounting Fees	\$ 453.51
Attorney Fees	3,800.00
Auto Expense	67.04
Consultant/Professional Svcs Fees	2,200.00
Filing Fees (CLURs)	192.00
Legal Ads/Recruitment	64.48
Miscellaneous Expense	94.26
Office & Board Meeting Supplies	847.16
Office / Equipment Maintenance	3,021.84
Office Equipment/Expense	5.69
Postage Expense	500.00
Printing/Pub/Dues/Subscriptions	<u>1,230.00</u>

**TOTAL: 12,475.98**

**SALARIES AND BENEFITS:**

FICA-BCPC Portion	\$ 5,856.03
Health / Dental / Life / LTD	17,219.73
Retirement - BCPC Portion	17,295.30
Salaries - Staff Expense	80,956.26
Salaries BCPC	695.00
Salaries BCBOA	<u>140.00</u>

**TOTAL \$122,162.32**

**GRAND TOTAL: \$134,638.30**

**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 AND CHANGE IN APPROVED CONCEPT DEVELOPMENT PLAN - Janet Kegley, Chairwoman, Kevin Wall, Staff

1. Request of **Al Neyer, LLC (applicant)** for **Aero Commerce Master Developer, LLC (owner)** for a Zoning Map Amendment from Commercial Four (C-4) to Urban Residential Three (UR-3) for 3.481 acres located on the north/east side of Burlington Pike approximately 250 feet east of the Burlington Pike/Aero Parkway intersection, a Zoning Map Amendment from Commercial Four (C-4) to Industrial One (I-1) for 2.82 acres located on the north/east side of Burlington Pike and immediately west of the property at 5985 Centennial Circle, and a Zoning Map Amendment from Urban Residential Three (UR-3) to Industrial One (I-1) for 5.086 acres located on the south side of Aero Parkway approximately 1,070 feet east of the Burlington Pike/Aero Parkway intersection, Boone County, Kentucky; and the request of **Al Neyer, LLC (applicant)** for **Aero Commerce Master Developer, LLC (owner)** for a Change in Approved Concept Development Plan in Urban Residential Three (UR-3) and Industrial One (I-1) zones for a 54.926 acre portion of the 66.313 total acre site that is located on the northeast corner of the Burlington Pike/Aero Parkway intersection, along the south side of Aero Parkway, and to the north of the properties at 5945, 5965, 5975, and 5985 Centennial Drive, and 5785 Constitution Drive, Boone County, Kentucky. The requests are to allow uses permitted in the UR-3 and I-1 zones on the 66.313 total acre site.

At this time, Vice-Chairman Patton left the meeting room due to a conflict of interest with the applicant.

Staff Member, Kevin Wall, read the Committee Report, which recommended approval based upon Findings of Fact and conditions (see Committee Report). Mr. Wall noted that the Committee voted unanimously to approve the request with Mr. Bungler, Mrs. Kegley, Mr. Turner and Mr. Lunnemann voting in favor of the request. Mr. Wall referred to the revised Concept Development Plan of Aero Commerce Center (see Exhibit A). The changes include a landscape concept along Burlington Pike that is wider and has more plant material. The applicant also rotated the building thus increasing the setback by 50 feet. He also showed a detailed landscaping plan for the corner section. It includes a berm. The back of the building closest to KY 18 will have the same design feature as the front corner of the building.

Chairman Rolfsen asked if there was anyone in the audience who wanted to speak in favor or against the request?

Mr. Ryan Reardon, Al Neyer, LLC, stated that he is available to answer any questions.

Chairman Rolfsen asked if there was a motion to take action? **Ms. Kegley moved to approve the Zoning Map Amendment and Change in Concept Development Plan requests by Resolution to the Boone County Fiscal Court based upon the Committee Report and subject to conditions. Mr. Lunnemann seconded the motion.**

Chairman Rolfsen asked if the Board members had any questions or comments?

Mr. McMillian asked if the proposed entrances are right in and out? Mr. Reardon replied that he could explain it with a handout (see Exhibit A). Mr. Reardon stated that he would like full access but the Kentucky Transportation Cabinet is restricting some access points. His company doesn't have the ability to change any of the access points. The exhibit shows traffic flow in and out of the site. On KY 18, there is one right in and right out curb cut. There is no left turn out. The first curb cut on Aero Parkway will not allow traffic from the multi-family area to turn left onto Aero Parkway. That is driven by the close proximity of the curb cut to the intersection of KY 18 and Aero Parkway. The other 2 curb cuts on Aero Parkway are full access. There will be a traffic signal at the middle curb cut on Aero Parkway caused by the development across the street.

Mr. McMillian asked if the apartment traffic will be allowed in the industrial park? Mr. Reardon explained there is a one way lane to allow residential traffic to make a left turn onto Aero Parkway through the industrial area. Mr. McMillian responded that it is definitely not safe. Mr. Reardon replied that it was the best they could do given the restrictions placed on them.

Chairman Rolfsen asked the applicant if they had a tenant yet? Mr. Reardon replied they have no one committed yet. He explained that his traffic engineer estimated that the stacking at the middle curb cut is about 150 feet during peak time and it is about 250 feet to the one way drive.

**Chairman Rolfsen asked for a vote on the motion originally made by Mrs. Kegley and seconded by Mr. Lunnemann. The vote found Mr. Bessler, Mr. Bunger, Ms. Gulick, Mr. Harper, Mrs. Heilman, Mrs. Kegley, Mr. Lunnemann, Mr. Rolfsen, Mr. Schwenke, Mr. Shipe, Mr. Turner and Mr. Vaught voting in favor of the request and Mr. McMillian voting against the request. The motion passed by a vote of 12-1.**

**ZONING MAP AMENDMENT FOR SPECIAL SIGN DISTRICT - Kim Bunger, Chairman, Michael Schwartz, Staff**

2. Request of **Stanley W. Young, III, Worthington Signs (applicant)** for **Speedway America (owner)** for a Zoning Map Amendment for a Special Sign District for a 1.4 acre site located at 3555 North Bend Road, Boone County, Kentucky. The request is for a Special Sign District in a Industrial One (I-1) zone to allow an electronic message center on a monument sign.

Vice Chairman, Kim Patton, entered the meeting room at this time.

Staff Member, Michael Schwartz, read the Committee Report, which recommended approval based upon Findings of Fact and conditions (see Committee Report). Mr. Schwartz noted that the Committee voted unanimously to approve the request with Mr. Breetz, Mr. Bunger, Mrs. Kegley, Mr. Turner and Mr. Lunnemann 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. Stanley W. Young, III, applicant, stated that he agreed with the conditions.

Chairman Rolfsen asked if there was a motion to take action? **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. Harper seconded the motion and it passed unanimously.**

**ZONING MAP AMENDMENT FOR SPECIAL SIGN DISTRICT - Kim Bunger, Chairman, Todd Morgan, Staff**

3. Request of **Tommy Reed/Atlantic Sign Company (applicant)** for **Muellers Properties LLC (owner)** for a Zoning Map Amendment for a Special Sign District for a 3.0106 acre site located at 5555 North Bend Road, Boone County, Kentucky. The request is for a Special Sign District in a Commercial Two (C-2) zone to allow a pylon sign with an electronic message center.

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, Mrs. Kegley, Mr. Turner and Mr. Lunnemann 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. Mike Cassidy, Atlantic Sign Company, stated that he was available to answer any questions or concerns.

Chairman Rolfsen asked if there was a motion to take action? **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. Schwenke seconded the motion and it passed unanimously.**

**ZONING MAP AMENDMENT FOR SPECIAL SIGN DISTRICT - Kim Bunger, Chairman, Todd Morgan, Staff**

4. Request of **Tommy Reed/Atlantic Sign Company (applicant)** for **WFF Investments LLC (owner)** for a Zoning Map Amendment for a Special Sign District for a 13.882 acre site located at 11095 Dixie Highway, Boone County, Kentucky. The request is for a Special Sign District in a Industrial One (I-1) zone to allow additional wall signs.

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, Mrs. Kegley, Mr. Turner and Mr. Lunnemann 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. Mike Cassidy, Atlantic Sign Company, stated that he was available to answer any question or concerns.

Chairman Rolfsen asked if there was a motion to take action? **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. Schwenke seconded the motion and it passed unanimously.**

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

5. Navy Career Center - 600 Meijer Drive

Staff Member, Todd Morgan, referred to a PowerPoint presentation. The Navy Career Center is leasing space on the second floor of an office building but wants to install a sign on the third (top) floor of the building. That is why it requires Design Review approval. The building mounted sign is 105.35 square feet in area. The sign would be visible from the interstate. This exception has been permitted before by the Board. Mr. Morgan stated that the Technical/Design Review Committee met prior to the Business Meeting and recommended approval as submitted.

**Ms. Heilman moved to approve the request based upon the Technical/Design Review Committee recommendation as explained by Mr. Morgan. Mr. Harper seconded the motion and it passed unanimously.**

**TECHNICAL/DESIGN REVIEW - Lori Heilman, Chairwoman, Michael Schwartz, Staff**

6. Chick-fil-A - 4980 Houston Road

Staff Member, Michael Schwartz, stated that the request was reviewed by the Technical/Design Review Committee and asked the applicant to revise their submittal and provide new drawings and materials.

**Ms. Heilman moved to defer the request until the February 6, 2019 Business Meeting based upon the Technical/Design Review Committee recommendation. Mr. Lunnemann seconded the motion and it passed unanimously.**

**TECHNICAL/DESIGN REVIEW - Lori Heilman, Chairwoman, Michael Schwartz, Staff**

7. Northern Kentucky Oral & Maxillofacial Surgery - 4748 Houston Road

Staff Member, Michael Schwartz, referred to a PowerPoint presentation. The building used to be a bank. The applicant has proposed to close in the drive-through area in order to make office space. The building will have the same roof line, brick color, accents and windows. Mr. Schwartz noted that the Technical/Design Review Committee met prior to the Business Meeting and recommended approval with one condition. The condition is that any new or relocated mechanical equipment be screened via landscaping.

Ms. Heilman moved to approve the request based upon the Technical/Design Review Committee recommendation with one condition as explained by Mr. Schwartz. Mr. Shipe seconded the motion and it passed unanimously.

**NEW BUSINESS:**

**ZONING MAP AMENDMENT FOR SPECIAL SIGN DISTRICT - Michael Schwartz, Staff**

8. Request of **John Diersing (applicant)** for **Southern Hearth Real Estate LLC (owner)** for a Zoning Map Amendment for a Special Sign District for an approximate 16 acre site located at 2100 Litton Lane, Boone County, Kentucky. The request is for a Special Sign District in a Industrial One (I-1) District to allow an electronic message center on a monument sign.

**ZONING MAP AMENDMENT - Kevin Wall, Staff**

9. Request of **Redwood ACQ - Greg Thurman (applicant)** for **Lucile C. Stephens Trust Agreement c/o Michael A. Conner (owner)** for a Zoning Map Amendment from Suburban Residential Two (SR-2) and Public Facilities (PF) to Suburban Residential Two/Planned Development (SR-2/PD) for approximately 18.3 acres and Public Facilities/Planned Development (PF/PD) for approximately 3.9 acres of the tract located at 2046 Burlington Pike, Boone County, Kentucky; and for a Zoning Map Amendment from Public Facilities (PF) to Commercial One (C-1) for approximately 2.6 acres and Public Facilities/Planned Development (PF/PD) for approximately 4.1 acres of the tract located on the northwest corner of the North Bend Road/Veterans Way intersection and immediately south of Stephens Elementary School at 5687 North Bend Road, Boone County, Kentucky. The request is for zone changes to allow single story attached dwelling units, an assisted living facility, and commercial uses.

**Mr. Schwenke moved to schedule Public Hearings for items #8 and 9 listed above on February 6, 2019 at 7:30 p.m. Ms. Kegley seconded the motion and it passed unanimously.**

**EXECUTIVE DIRECTOR'S REPORT:**

Mr. Kevin P. Costello, AICP, Executive Director, stated that the Planning Commission has to schedule a Special Business Meeting to take action on the Zoning Text Amendment requested by the City of Florence in order to meet KRS Chapter 100 requirement of taking action within 60 days. He is recommending January 23, 2019 at 7:00 p.m. to be the date and time of the Special Business Meeting.

**Mr. Schwenke moved to schedule the Boone County Planning Commission's Special Business Meeting on January 23, 2019 at 7:00 p.m. Mr. Patton seconded the motion and it passed unanimously.**

**COMMITTEE REPORTS:**

**AIRPORT:** Mr. Bessler asked if the next Committee Meeting on January 24, 2019 was confirmed yet? Mr. Costello responded no as he has not heard from the Airport yet. He will let the Committee know once it is confirmed.

**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:** Chairman Rolfsen  
No Report

**CHAIRMAN:**  
No Report

**OKI:** Chairman Rolfsen noted that Mr. Breetz was the Planning Commission's previous OKI Representative. He is no longer on the Planning Commission. He asked if anyone wanted to serve in this position? Mr. Patton volunteered to serve. **Mr. Lunnemann moved to appoint Vice-Chairman Kim Patton to the OKI Board representing the Planning Commission for 2019. Mr. Harper seconded the motion and it passed unanimously.**

**OTHER:** Chairman Rolfsen announced that it was time for the 2019 Election of Officers. He stated that Mr. Schwenke and Mrs. Kegley served on the Nominating Committee. He asked Mr. Schwenke to provide a report.

Mr. Schwenke asked if any Board member wanted to nominate anyone for any officer position tonight? Seeing no one, Mr. Schwenke noted that the Committee spoke with each current officer and they agreed to serve again in 2019. As a result, **Mr. Schwenke moved to elect the following officers for 2019:**

<b>Charlie Rolfsen</b>	-	<b>Chairman</b>
<b>Kim Patton</b>	-	<b>Vice-Chairman</b>
<b>Kim Bunger</b>	-	<b>Secretary/Treasurer</b>
<b>Steve Turner</b>	-	<b>Temporary Presiding Officer</b>

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

**There being no further business to come before the Planning Commission, Mr. Harper moved to adjourn the meeting. Mr. Bunger seconded the motion. The meeting was adjourned by unanimous consent at 7:55 p.m.**



**APPROVED**

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**Charlie Rolfsen**  
**Chairman**

**Attest:**

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

Exhibit A: Revised Concept Development Plan of Aero Commerce Center