

**BOONE COUNTY PLANNING COMMISSION
BOONE COUNTY ADMINISTRATION BUILDING
FIRST FLOOR FISCAL COURTROOM
BUSINESS MEETING
FEBRUARY 5, 2020
7:00 P.M.**

Chairman Rolfsen opened the Business Meeting at 7:00 p.m. and welcomed the audience to the Planning Commission's February 5, 2020 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
Mr. Steve Harper
Mrs. Lori Heilman
Mrs. Janet Kegley
Mr. Rick Lunnemann
Mr. Don McMillian
Mrs. Katie Nolan
Mr. Kim Patton, Vice Chairman
Mr. Charlie Rolfsen, Chairman
Mr. Brad Shipe
Mr. Tom Szurlinski
Mr. Steve Turner, Temporary Presiding Officer

COMMISSION MEMBERS NOT PRESENT:

Ms. Corrin Gulick
Mr. Bob Schwenke

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. Michael Schwartz, Planner

Approval of the Minutes:

Chairman Rolfsen stated that the Commissioners received copies of the Minutes from the January 22, 2019 Business Meeting. Chairman Rolfsen asked if there were any other comments or corrections? **Mr. Patton moved to approve the Minutes as presented. Mr. Bunger 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 January 9, 2020 and February 5, 2020

EXPENSES:

Accounting Fees	\$ 992.88
Attorney Fees	3,900.00
Auto Expense	64.76
Consultant/Professional Svcs Fees	6,987.50
Filing Fees (CLURs)	400.00
GIS Operations	125.00
Legal Ads/Recruitment	71.02
Miscellaneous Expense	129.07
Office & Board Meeting Supplies	1,212.32
Office Equipment/Expense	389.73
Printing/Pub/Dues/Subscriptions	<u>580.50</u>

TOTAL: \$14,852.78

SALARIES AND BENEFITS:

FICA-BCPC Portion	\$ 6,170.88
Health / Dental / Life / LTD	17,242.43
Retirement - BCPC Portion	24,820.29
Salaries - Staff Expense	84,833.96
Salaries BCPC	1,225.00
Salaries FBOA	<u>175.00</u>

TOTAL \$134,467.56

GRAND TOTAL: \$149,320.34

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 VARIANCE - Kim Patton, Chairman, Michael Schwartz, Staff

1. Request of **Viox & Viox, Inc. (applicant)** for **Akram Othman and Amani Othman (owners)** for a Zoning Map Amendment from Suburban Residential One (SR-1) to Commercial Services (C-3) and a dimensional variance for a 2.62 acre portion of the properties located at 535, 541, and 547 Hunter Road, and 3067 Hetzel Drive, Boone County, Kentucky. The request is for a zone change to allow a commercial parking facility and a variance to allow a buffer yard reduction along the east boundary.

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. Lunnemann and Mr. Shipe voting in favor of the request. A letter from the property owner has been received agreeing to the conditions.

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

Mr. Marc Gloyeske, Viox & Viox, Inc., stated that he thought the project would be a great addition to the area and that he was available to answer any questions.

Seeing no one else, Chairman Rolfsen asked if there was a motion to take action? **Mr. Lunnemann moved to approve the Zoning Map Amendment and Variance request by Resolution to the Boone County Fiscal Court based upon the Committee Report and subject to the Findings of Fact and conditions. Mr. Shipe seconded the motion.**

Chairman Rolfsen inquired about the road connection to Hetzel Drive? Mr. Gloyeske responded that because of the condition of the existing road, there is no way to make it work. At the Committee Meeting, it was discussed that if the parking extended more to the east, then there could be a connection as it would be examined further. The proposed design does not preclude a second access from occurring.

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

CHANGE IN CONCEPT DEVELOPMENT PLAN AND VARIANCES - Janet Kegley, Chairwoman, Todd Morgan, Staff

2. Request of **Jim Thomas (applicant)** for **The Harper Company (owner)** for a Change in Concept Development Plan in a Industrial One (I-1) zone and two dimensional variances for an approximate 5.39 acre site located to the immediate east of the property at 1648 Petersburg Road, Boone County, Kentucky. The request is for a Change in Concept Development Plan to allow contractor

equipment and materials staging and variances to reduce the perimeter landscaping buffer yard requirements and 50 foot fence setback from the Petersburg Road right-of-way.

At the request of the applicant, the Committee recommends that the request be deferred until the March 4, 2020 Business Meeting. The next Committee Meeting will be held on February 19, 2020 at 5:00 P.M. **Mr. Shipe moved to defer the request to the March 4, 2020 Business Meeting. Mr. Szurlinski seconded the motion and it passed unanimously.**

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

3. Duluth Trading - 390 Meijer Drive

Staff Member, Michael Schwartz, gave a PowerPoint presentation. He reminded the Board that the use was approved by amending the original Concept Development Plan. The City of Florence accepted all the recommended conditions by the Planning Commission with the exception of the projecting signs. The City of Florence allowed the projecting signs with the condition that if Duluth Trading ever vacates the building, the signs must be removed from the building. There was another condition that dealt with additional articulation that had to be included in the rear of the building (south side facing I-71/I-75). Changes were made to the rear portion of the building. This side will have windows and the same appearance as the front elevation. Mr. Schwartz noted that the Technical/Design Review Committee met prior to the Business Meeting and recommended approval.

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

NEW BUSINESS:

ZONING MAP AMENDMENT - Kevin Wall, Staff

4. Request of **James Titus, AIA (applicant)** for **Luong M. Pham and Thu Ha T Le (owners)** for a Zoning Map Amendment from Residential One Family (R1F) to Commercial One (C-1) for a 0.63 acre tract located on the southwest corner of the US 42/Dilcrest Drive intersection, Florence, Kentucky. The request is for a zone change to allow commercial and office uses.

ZONING MAP AMENDMENT - Todd Morgan, Staff

5. Request of **Viox & Viox, Inc. (applicant)** for **Domaschko Properties, LLC (owner)** for a Zoning Map Amendment from Commercial Services (C-3) to Industrial One (I-1) for an approximate 6.63 acre tract located at 11061 Dixie Highway, Boone County, Kentucky. The request is for a zone change to allow a construction company

Mrs. Kegley moved to schedule the Public Hearing for items #4 and #5 listed above on March 4, 2020 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, stated that the first public workshop for the I-275/Graves Road Interchange Study was held on January 28, 2020 from 4:00 - 7:00 P.M. at the new Hebron Library. It was well attended with over 110 people. It served as the "Kick-Off" for the study. The purpose of the workshop was to provide information about the Study - project outline and schedule - as well as allow the public to provide initial ideas or suggestions. To date, the Planning Commission has received over 40 written comments. Mr. Costello noted that the next public workshop will be in mid to late Spring. Infrastructure information will be presented at this workshop. The workshop was advertised in the Recorder and on Facebook. Materials about the Study are posted on the Planning Commission's website.

Mr. Costello also mentioned the date of a "Kick-Off" workshop for the 2020 Zoning Update. It will be held on March 10, 2020 from 5:00 - 8:00 P.M. at the Ferguson Community Center (historic Boone County Courthouse). It will be a similar format and will include an evaluation of both the zoning text and map. There is a web page devoted to the 2020 Zoning Update. The public can learn more about the project, review draft text and inquire about the project's schedule.

The final project is the update of the Florence Main Street Study. It is being performed by the City of Florence Staff and consultants. The original Study was conducted by the Planning Commission in 1994. Our Staff is involved by serving on a Steering Committee. Zoning is just one aspect of the project. The goal is to make the area more economically viable with the mixture of new uses, entertainment and road improvements. The end product is a report. Recommendations involving zoning will be referred to the Technical/Design Review Committee. More about the project will become available later this year with public workshops. All 3 projects were part of the Comprehensive Plan Update adopted by the Planning Commission in June, 2019.

Chairman Rolfsen inquired about the size of the Interchange Study area. Mr. Costello replied 2,500 acres. The Study also involves transportation and utilities.

COMMITTEE REPORTS:

AIRPORT: Mr. Bessler
No Report

ADMINISTRATIVE/PERSONNEL: Mr. Lunnemann
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. Patton
No Report

OTHER:

There being no further business to come before the Planning Commission, Mr. Patton moved to adjourn the meeting. Mr. Bunger seconded the motion. The meeting was adjourned by unanimous consent at 7:25 P.M.

APPROVED

Charlie Rolfsen
Chairman

Attest:

Kevin P. Costello, AICP
Executive Director