

**AGENDA
URBAN COUNTY PLANNING COMMISSION
SUBDIVISION ITEMS**

November 12, 2009

- I. **CALL TO ORDER** - The meeting will be called to order at 1:30 p.m. in the Council Chambers, Urban County Government Building, 200 East Main Street, Lexington, Kentucky.
- II. **APPROVAL OF MINUTES** – Prior Planning Commission meeting minutes of September 10, 2009, and September 24, 2009 will be considered at this time.
- III. **POSTPONEMENTS OR WITHDRAWALS** – Requests for postponement and withdrawal will be considered at this time.
- IV. **LAND SUBDIVISION ITEMS** - The Subdivision Committee met on Thursday, November 5, 2009, at 8:30 a.m. The meeting was attended by Commission members: Derek Paulsen, Mike Owens, Mike Cravens and Carolyn Richardson. Committee members in attendance were: Hillard Newman, Division of Engineering; and Jeff Neal, Division of Traffic Engineering. Staff members in attendance were: Bill Sallee, Chris Taylor, Tom Martin, Denice Bullock, Barbara Rackers, Cheryl Gallt, Jimmy Emmons, Traci Wade and Kenzie Gleason, as well as Captain Charles Bowen and Firefighter Allen Case, Division of Fire & Emergency Services; Paul Hockensmith, Addressing Office; Tim Queary, Division of Streets, Roads and Forestry; and Bob Carpenter, Division of Building Inspection. The Committee made recommendations on plans as noted.

General Notes

The following automatically apply to all plans listed on this agenda unless a waiver of any specific section is granted by the Planning Commission.

1. *All preliminary and final subdivision plans are required to conform to the provisions of Article 5 of the Land Subdivision Regulations.*
2. *All development plans are required to conform to the provisions of Article 21 of the Zoning Ordinance.*

- A. **NO DISCUSSION ITEMS** – Following requests for postponement or withdrawal, items requiring no discussion will be considered.

Criteria:

- (1) the Subdivision Committee recommendation is for approval, as listed on this agenda, and
- (2) the Petitioner is in agreement with the Subdivision Committee recommendation and the conditions listed on the agenda, and
- (3) no discussion of the item is desired by the Commission, and
- (4) no person present at this meeting objects to the Commission acting on the matter without discussion, and
- (5) The matter does not involve a waiver of the Land Subdivision Regulations.

- B. **DISCUSSION ITEMS** – Following requests for postponement, withdrawal and no discussion items, the remaining items will be considered.

The procedure for consideration of these remaining plans is as follows:

- Staff Report(s)
- Petitioner's Report(s)
- Citizen Comments – (a) in support of the request, and (b) in opposition to the request
- Rebuttal – (a) petitioner's comments, (b) citizen comments, and (c) staff comments
- Commission discusses and/or votes on the plan

1. PRELIMINARY SUBDIVISION PLANS

- a. **PLAN 2009-106P: MAHAN PROPERTY (A PORTION OF) (AMD) (12/10/09)*** - located at 4127 Victoria Way (a portion of). (Council District 9) **(EA Partners)**

Note: The Planning Commission postponed this plan at its October 8, 2009, meeting. The purpose of this amendment is to increase the number of single family lots and revise the street system.

The Subdivision Committee Recommends: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree protection plan.
6. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Denote construction access.
8. Addition of purpose of amendment note.
9. Addition of adjoining property information.
10. Denote: A second collector street shall be constructed and dedicated with or prior to, the recordation of any new single family lots.
11. A consolidation plat must be certified and recorded prior to certification of this plan.
12. Greenspace Planner's approval of the treatment of greenways and greenspace.

* - Denotes date by which Commission must either approve or disapprove plan.

- b. PLAN 2009-118P: BRIGHTON EAST TOWNHOMES (AMD #2) (1/7/10)* - located at 3393 Sanibel Drive.
(Council District 6) **(EA Partners)**

Note: The purpose of this amendment is to revise the lotting scheme and create 12 single family lots.

The Subdivision Committee Recommended: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Denote the storm water detention location.
7. Denote the acreage of right-of-way and average lot size in site statistics.
8. Revise purpose of amendment note.
9. Denote: Lots 1 and 12 shall not have access to Kavenaugh Lane.
10. Resolve utility easement and tree preservation area conflict.

- c. PLAN 2009-119P: COLDSTREAM RESEARCH CAMPUS, UNIT 6 (EASTERN STATE HOSP.) (1/7/10)* - located on
Citation Boulevard. (Council District 2) **(Strand Associates)**

The Subdivision Committee Recommended: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Addressing Office's approval of street names and addresses.
5. Department of Environmental Quality's approval of environmentally sensitive areas.
6. Bike and Pedestrian Planner's approval of bike trails and pedestrian facilities.
7. Greenspace Planner's approval of the treatment of greenways and greenspace.
8. Provided the Planning Commission grants a waiver to Article 6-8(b) of the Land Subdivision Regulations.
9. Denote: This plan supersedes PLAN 99-66P: COLDSTREAM RESEARCH CAMPUS, UNIT 6.
10. Denote: This property is located in the Royal Spring Aquifer Wellhead Protection area, and Best Management Practices for water quality shall be utilized.

2. FINAL SUBDIVISION PLANS

- a. PLAN 2009-74F: HAROLD R. BLACK PROPERTY (AMD) (11/12/09)* - located at 3521 & 3589 Combs Ferry Road.
(Council District 12) **(Wes Witt)**

Note: The Planning Commission postponed this plan at its August 13, 2009, September 10, 2009 and October 8, 2009, meetings. The purpose of this amendment is to subdivide 2 lots into 3 lots and to remove non-building restrictions. This plan requires the posting of a sign and an affidavit of such.

The Subdivision Committee Recommended: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of required street tree information.
4. Addressing Office's approval of street names and addresses.
5. Addition of utility and streetlight easements, as required by the utility companies and the Urban County Traffic Engineer.
6. Delete consolidation information and correct plan title.
7. Addition of name and address of property owner.
8. Addition of north arrow.
9. Addition of buildable and/or non-buildable areas.
10. Addition of private utilities listing per Article 5-4(e) of the Land Subdivision Regulations.
11. Provided the Planning Commission grants a waiver to Article 6-8(b) of the Land Subdivision Regulations.
12. Kentucky Department of Transportation approval of access to Combs Ferry Road prior to certification.
13. Denote the Board of Health's approval of the use of septic tanks on the plan face.

- b. PLAN 2009-120F: COVE LAKE SUBDIVISION, UNIT 2, BLOCK F, LOT 12 (AMD) (1/7/10)* - located at 3344 and
3346 Cove Lake Drive. (Council District 7) **(EA Partners)**

Note: The purpose of this amendment is to subdivide Lot 12 into two townhome lots.

The Subdivision Committee Recommended: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.

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3. Building Inspection's approval of landscaping and required street tree information.
4. Addressing Office's approval of street names and addresses.
5. Addition of utility and streetlight easements, as required by the utility companies and the Urban County Traffic Engineer.
6. Addition of 1' sidewalk easement from previous plan.
7. Delete note #7.
8. Denote: Firewall separation to meet Building Inspection approval.

- c. PLAN 2009-121F: CHARLOTTE COURT (THE ARBORS), UNIT 2, LOT 90 (AMD) (1/7/10)* - located at 537 Douglas Avenue. (Council District 2) **(Midwest Engineers)**

Note: The purpose of this amendment is to subdivide Lot 90 into two lots.

The Subdivision Committee Recommended: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
 2. Urban County Traffic Engineer's approval of street cross-sections and access.
 3. Building Inspection's approval of landscaping and required street tree information.
 4. Addressing Office's approval of street names and addresses.
 5. Urban Forester's approval of tree protection areas.
 6. Addition of utility and streetlight easements, as required by the utility companies and the Urban County Traffic Engineer.
 7. Addition of minimum finished floor elevation.
 8. Addition of survey notes (monumentation, etc.).
 9. Addition of private utilities per Article 5-4(e) of the Land Subdivision Regulations.
 10. Addition of notes #11 and #4 from previous plat.
 11. Delete note #4.
- d. PLAN 2008-158F: BLUEGRASS BUSINESS PARK (PEMBERTON FARM), LOTS 3-A & 3-B (AMD) (1/28/10)* - located at 2570 Spurr Road and 2201 Jaggie Fox Way. (Council District 2) **(EA Partners)**

Note: The Planning Commission originally approved this plan on December 11, 2008, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree protection areas.
6. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Addition of utility and streetlight easements, as required by the utility companies and the Urban County Traffic Engineer.
8. Denote: This property shall be developed in accordance with the approved final development plan.
9. Addition of notes from previous plats, including revising note number 3.
10. Addition of access easement to lot 3A.
11. Correct access purpose and label appropriately.

Note: The applicant now requests a one-year extension.

The Staff Recommends: Approval of a one-year extension, subject to the previous conditions.

- e. PLAN 2006-79F: CADENTOWN – BERNITHA KENDRICK PROPERTY (1/6/10)* - located at 784 Caden Lane. (Council District 6) **(EA Partners)**

Note: The Planning Commission originally approved this plan on July 13, 2006, and reapproved it on August 8, 2007, and March 12, 2009, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Approval of street names by e911 staff.
5. Urban Forester's approval of tree preservation plan.
6. Environmental Planner's approval of environmentally sensitive areas.
7. Addition of utility and street light easements as required by the utility companies and the Urban County Traffic Engineer.
8. Clarify and complete site statistics.
9. Denote Liberty Road improvements, to include the sidewalks.
10. Denote proposed building lines and rear lot lines (minimum rear yard of at least 30 feet).

* - Denotes date by which Commission must either approve or disapprove plan.

Note: The applicant now requests a waiver to Article 6-8 of the Land Subdivision Regulations regarding street standards.

The Staff will report at the meeting.

3. DEVELOPMENT PLANS

- a. DP 2009-60: MILLER BIRD COMMERCIAL PARK SUBDIVISION, BLOCK A, UNIT 1, LOTS 1-6 (CURRY SHOES) (AMD) (11/12/09)* - located at 2555 Nicholasville Road. (Council District 10) **(The Roberts Group)**

Note: The Planning Commission postponed this plan at its September 10, 2009, and October 8, 2009, meetings. The purpose of this amendment is to add a patio area and correct the street address.

The Subdivision Committee Recommended: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and landscape buffers.
4. Urban Forester's approval of tree preservation plan.
5. Division of Fire's approval of emergency access and fire hydrant locations.
6. Division of Solid Waste's approval of refuse collection.
7. Addressing Office's approval of street names and addresses.
8. Correct spelling in note #11.
9. Remove extraneous information from plan face (construction info & former buildings).
10. Denote: The patio seating shall be limited to 24 seats.
11. Denote: No parking along Nicholasville Road Service Road.

- b. DP 2009-27: RAMSEY/SULLIVAN PROPERTY (AMD) (12/20/09)* - located at 2663 and 2671 Kearney Ridge Boulevard. (Council District 12) **(Barrett Partners)**

Note: The Planning Commission indefinitely postponed this plan at its August 13, 2009, meeting. The applicant has revised their submission, and now requests that this item be reconsidered. The purpose of this amendment is to add 198 apartment units to the northwest corner of the property.

The Subdivision Committee Recommended: Postponement. There were questions regarding the timing of Spurr Road improvements, given the proposed density increase; the need for noise abatement; and the existing conditional zoning restrictions.

Should this plan be approved, the following requirements should be considered:

1. Urban County Engineer's acceptance of drainage, storm and sanitary sewers, and floodplain information.
2. Urban County Traffic Engineer's approval of parking, circulation, access and street cross-sections.
3. Building Inspection's approval of landscaping and landscape buffers.
4. Urban Forester's approval of tree preservation plan.
5. Bike and Pedestrian Planner's approval of bike trails and pedestrian facilities.
6. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Division of Fire's approval of emergency access and fire hydrant locations.
8. Division of Solid Waste's approval of refuse collection.
9. Addressing Office's approval of street names and addresses.
10. Addition of conditional zoning restrictions.
11. Addition of notes # 2, 4, 5 and 9 through 25 from prior preliminary subdivision plan.
12. Addition of all graphic information from prior preliminary subdivision plan.
13. Addition of typical building information and parking dimensions.
14. Correct building coverage, floor area, and floor area ratio statistics.
15. Denote construction access location(s).
16. Discuss the need for noise abatement.
17. Discuss the conditional zoning restrictions related to the required park area.
18. Discuss the improvements proposed in proximity to the existing cemetery.
19. Discuss single family lots being proposed.
20. Discuss the balconies and building line conflict.
21. Discuss the geometrics of street extensions/stream crossing proposed.
22. Discuss the plan status.

- c. DP 2009-65: MAHAN PROPERTY APARTMENTS (AMD) (12/10/09)* - located at 4057 Mooncoin Way. (Council District 9) **(EA Partners)**

Note: The Planning Commission postponed this plan at its October 8, 2009, meeting. The purpose of this amendment is to add 5.6 acres and four additional buildings that will comprise 96 units.

* - Denotes date by which Commission must either approve or disapprove plan.

The Subdivision Committee Recommended: Postponement. There were questions regarding the timing of the completion of the streets and the proposed increase in density.

Should this plan be approved, the following requirements should be considered:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and landscape buffers.
4. Urban Forester's approval of tree preservation plan.
5. Division of Fire's approval of emergency access and fire hydrant locations.
6. Division of Solid Waste's approval of refuse collection.
7. Addressing Office's approval of street names and addresses.
8. Clarify number of units per building.
9. Discuss the extent of development and the relation to single family lots being proposed and adjoining property.
10. Discuss the proposed density increase.

- d. DP 2009-68: CLARK PROPERTY, UNIT 2 (1/7/10)* - located at 1551 Deer Haven Lane (a portion of).
(Council District 2) **(EA Partners)**

The Subdivision Committee Recommended: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Bike and Pedestrian Planner's approval of bike trails and pedestrian facilities.
7. Greenspace Planner's approval of the treatment of greenways and greenspace.
8. Denote proposed tree protection area(s).
9. Resolve notes #7 and 9.
10. Discuss pedestrian connections to future development.

- e. DP 2009-69: RICHARDSON PROPERTY (AMD) (1/7/10)* - located at 150 and 300 Chilesburg Road.
(Council District 2) **(Sherman/Carter/Barnhart)**

Note: The purpose of this amendment is to revise the layout of the townhouses and the parking to a net increase of 7 units.

The Subdivision Committee Recommended: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Addition of typical parking spaces, drive aisles, and building dimensions.
7. Correct Planning Commission certification note.
8. Verify exaction information to the approval of the Division of Planning.
9. Remove building envelope from easements.
10. Resolve orientation of "proposed" townhomes (along Hannah Todd Place).

- f. DP 2009-72: CHEVY CHASE SUBDIVISION, UNIT 19, LOT 7 (1/7/10)* - located at 310 Romany Road.
(Council District 5) **(EA Partners)**

The Subdivision Committee Recommended: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Addition of dimensions for buildings and open space.
7. Addition of building heights.
8. Addition of storm drainage and detention information.
9. Addition of easement information.
10. Revise side yard labeling and lines (8' adjacent to R-1C zone) per Article 15-2(b)(6) of the Zoning Ordinance.
11. Denote: Courtyard areas/building connections as breeze ways for sewer easements.

- g. DP 2009-73: WATTS FARM, UNIT 3-B (AMD.) (1/7/10)* - located at Redding Road & 3604 Walden Drive.
(Council District 4) **(CMW)**

Note: The purpose of this amendment is to depict the building expansion and to revise the required parking.

* - Denotes date by which Commission must either approve or disapprove plan.

The Subdivision Committee Recommended: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Denote area of amendment.
7. Complete property boundary information (per plat).
8. Revise site statistics to depict building expansion and correct building square footage.
9. Provided the Board of Adjustment approves the accessory parking on an adjacent lot in the P-1 zone, or a consolidation plat is certified and recorded.

- h. DP 2009-74: GENERAL TELEPHONE COMPANY OF KENTUCKY, LOT 2 (AMD) (1/7/10)* - located at 3695 Nicholasville Road. (Council District 9) **(Barrett Partners)**

Note: The purpose of this amendment is to revise the development, and to increase the buildable area by 2,600 sq. ft.

The Subdivision Committee Recommended: Approval, subject to the following requirements:

1. Urban County Engineer's acceptance of drainage, storm, and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Bike and Pedestrian Planner's approval of bike trails and pedestrian facilities.
7. Division of Fire's approval of emergency access and fire hydrant locations.
8. Division of Waste Management's approval of refuse collection.
9. Demonstrate compliance with minimum interior landscaping requirements.
10. Remove access point and parking adjacent to Mall Access Road, and provide zone-to-zone screening.

- i. DP 2009-81: LEDERER PROPERTY (GCL PROPERTIES) (1/26/09)* - located at 312 N. Limestone and 135 – 139 E. Third Street. (Council District 1) **(Wheat and Ladenburger)**

The Subdivision Committee Recommended: Postponement. There were questions whether the use complies with the minimum off-street parking requirements.

Should this plan be approved, the following requirements should be considered:

1. Urban County Engineer's acceptance of drainage, storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Approval of street names by e911 staff.
5. Urban Forester's approval of tree preservation plan.
6. Division of Fire's approval of emergency access and fire hydrant locations.
7. Division of Waste Management's approval of refuse collection.
8. Addition of metes and bounds information for No. 135 and 139.
9. Document off-site parking agreement.
10. Denote BOAR approval.
11. Denote H-1 zoning in site statistics.
12. Resolve tree preservation for 50" basswood tree.
13. Approval by Technical Committee prior to plan certification.

- C. **PERFORMANCE BONDS AND LETTERS OF CREDIT** – Any bonds or letters of credit requiring Commission action will be considered at this time. The Division of Engineering will report at the meeting.

- V. **COMMISSION ITEMS** - The Chairman will announce that any item a Commission member would like to present will be heard at this time.

A. **LAND SUBDIVISION REGULATION AMENDMENT**

Note: The Planning Commission continued the public hearing on this item at its October 8, 2009, meeting.

1. **SRA 2009-2: AMENDMENT TO ARTICLE 6-5(A) TO REQUIRE UNDERGROUND UTILITIES** (11/12/09)* – a petition to amend the utility standards to require new utility lines to be installed below ground, with the exception of major facilities, and to provide standards for such installation.

REQUESTED BY: Urban County Council

* - Denotes date by which Commission must either approve or disapprove plan.

PROPOSED TEXT: (Text underlined indicates an addition to the existing Land Subdivision Regulations.)

6-5 UTILITY STANDARDS - The following shall be the minimum standards for utilities such as telephone supply, electric supply, gas supply, water supply or other utilities:

6-5 (a) TELEPHONE, NATURAL GAS, AND ELECTRIC SUPPLY - Every subdivision shall be provided with a proper telephone and electric system. Natural gas supply systems shall be provided at the option of the developer, dependent upon the ability of the local gas supplier to meet the demands of new development. All distribution lines or cables for utilities shall be installed below ground within the subdivision. Major facilities such as high-voltage electric transmission lines, distribution feeder circuits of 200 amps or greater or major cables/facilities to provide utilities such as telephone, and cable television to the area as a whole may be located above ground. The installation of these utilities shall conform to commonly accepted construction standards and the requirements of the Kentucky Public Service Commission, and utility companies shall work cooperatively with the Division of Engineering during construction. Underground utilities shall be separated from sanitary sewer and/or storm sewer facilities by a minimum of six (6) feet and shall not conflict with designated tree preservation areas, areas where future multipurpose trails are planned, areas designated for future right-of-way, or construction easements.

The Subdivision Committee Recommended: Approval, for the reasons provided by staff.

The Staff Recommended: Approval, for the following reasons:

1. The proposed change will protect and enhance public health and safety in conformance with the intent of the Subdivision Regulations, by reducing the impacts of severe weather upon future residents.
2. This will not result in a tremendous change to the current practice, as most developers now provide underground utilities to new subdivisions, with the concurrence of local utility providers.

B. SOUTH NICHOLASVILLE ROAD SMALL AREA PLAN – a public hearing to consider the adoption of the South Nicholasville Road Small Area Plan as an amendment to the 2007 Comprehensive Plan.

The Staff will report at the meeting.

C. PFR 2009-6: YATES ELEMENTARY SCHOOL RENOVATION – a public facilities review for renovation of Yates Elementary School, located at 695 (aka 703) East New Circle Road.

The Staff will report at the meeting.

D. ADOPTION OF THE OFFICIAL MEETING & FILING SCHEDULE FOR 2010 – The staff will present copies of the recommended “Official Meeting and Filing Schedule for 2010” and will request that the Commission consider its adoption. After adoption by the Commission and by the Board of Adjustment, the 2010 schedule will be distributed.

VI. STAFF ITEMS

A. APA AUDIO CONFERENCE - There will be an APA audio conference on Wednesday, November 18, 2009, from 4:00 to 5:00 in the Division of Planning Conference room, 7th floor at 101 E. Vine Street. The title of this is “Planning with Large Institutions” and it will be good for 1.0 hour of training for House Bill 55 requirements. For anyone who plans to attend the 1-hour conference, an RSVP by Tuesday afternoon (11/17) will be appreciated.

B. Planning Services Activity Report

- During the month of September, the Planning Services staff processed 3 zone map amendments, and 3 Zoning Ordinance text amendments—forwarding all reports to applicants at least 10 working days prior to Planning Commission public hearings. Some 14 Board of Adjustment appeals were processed—and all written staff reports were forwarded to all applicants at least five working days in advance of the BOA public hearing.

In September, some 39 subdivision and development plan items were processed by Planning Services staff, 13 of which were minor plans which were reviewed within 2 working days of their filing in every case. This month, another 7 major plans were submitted for certification—all of which were reviewed for compliance with all Planning Commission conditions of approval (including follow-up communications made with the plan preparers) within 5 working days of their submission to the Planning Services staff. The staff also provided floodplain assistance for 12 local property inquiries.

Processing of the above items included attendance and/or preparation of materials and presentations for the following: Technical, Subdivision and Zoning Committee meetings, one Planning Commission public hearing, one Planning Commission public meeting, one Planning Commission work session, and one Board of Adjustment public hearing. In addition, the staff held 6 pre-application conferences for zoning amendment requests, and several pre-application meetings for subdivision, development plan and Board of Adjustment items.

Also during September, there were 10 updates made to the Registered Neighborhood Association data base, and Planning Services staff assisted 34 unscheduled "walk-in" visitors other than attorneys and local land development professionals. Those unannounced office visitors were placed with a professional staff member in an average of 2.35 minutes. Much of the remainder of the staff's time was spent answering numerous telephone inquiries concerning zoning, subdivision plans, development plans, Board of Adjustment appeals and related matters.

- Infill & Redevelopment Senior Planner Jimmy Emmons, along with Planning Manager Bill Sallee, presented information on Accessory Dwelling Units to the Infill & Redevelopment Policy Task Force at their meeting on the morning of September 2. Information about the Planning Commission's deliberations on this topic, as well as zoning regulations from a few selected cities across the country were outlined, along with concept plans and an issue list for the regulation of these uses in single family residential zones. The IR Policy Task Force has devoted considerable time to discussing this issue over the fall months.
- Several Planning Services staff members and Director Chris King attended a meeting of the Council Services Committee on September 1st to address issues with temporary Real Estate signs. A text amendment was recently considered not only by that Committee, but also by the Planning Commission on that subject. The Council's Planning Committee may revisit this issue and consider the Planning Commission's recommendations in the near future.
- Senior Planner Traci Wade continued to assist the Tree Board in considering future amendments to local street tree requirements. She is now a member of a sub-committee reviewing potential text amendments to the Zoning Ordinance and Land Subdivision Regulations.
- In September, Senior Planner Jimmy Emmons continued work with representatives for the Distillery District adaptive reuse project on Manchester Street. Floodplain issues and TIF related improvements have been the primary delays in the certification of this approved Final Development Plan.
- On September 21st, Administrative Officer Barbara Rackers traveled to Louisville with Planning Director Chris King to meet with Louisville Metro Planning Director Cash to discuss planning & design efforts there, and to find out about their Form Based Code implementation.
- On the evening of September 23rd, Barbara Rackers and Bill Sallee met with representatives of the Fayette County Cemetery Trust, about state and local regulations pertaining to cemeteries. The Planning Commission has initiated a text amendment on this matter, which is expected to have a public hearing in the near future.
- Administrative Specialist Denice Bullock and Senior Planner Tom Martin, with assistance from Jimmy Emmons, completed the required CRS update which was required to be submitted to FEMA. The report was approved and Lexington-Fayette County has been recertified for participation in the National Flood Insurance Program. They managed to increase the scope of our public outreach efforts this year, while significantly reducing costs associated with those efforts. One aspect of the report demonstrated that significant progress has been made on several local flood mitigation projects over the past year.

C. Long Range Planning Activity Report

South Nicholasville Road Small Area Plan – The steering committee for the South Nicholasville Road SAP held their last scheduled meeting in the conference room of the Division of Planning. The meeting included a review and discussion of the detailed recommendations in the draft plan. The steering committee directed the staff to report the status of the planning process to the Planning Commission with the expectation of setting a public hearing to consider the draft Plan for adoption. For more information, please see the SNR SAP Website at: <http://www.lexingtonky.gov/index.aspx?page=1468>.

Central Sector and East End Plan Implementation – A team of community leaders and LFUCG staff continued to review the implementation tasks for the Central Sector and East End Small Area Plans. The team will meet regularly to assess the progress of implementation.

East End Citizen Leadership – Staff made a presentation to the inaugural session of a leadership academy for citizens who have a particular interest in the East End. The discussion included an overview of the planning process in general and the East End and Central Sector Small Area Plans in particular. Topics by other presenters included the Lyric Theater, the Isaac Murphy Memorial Garden, and the Legacy Trail.

Green work, Greenways and Bike/Ped – As a member of the LFUCG Green Team, staff is participating in a government-wide initiative to increase participation in recycling and energy conservation activities. Staff attended the Greenway Coordinating Committee meeting and continued to update the LFUCG trail and greenway properties databases and maps.

Development Review – Staff conducted a variety of development review duties and meetings, conducted field work, and coordinated greenway and greenspace development issues.

General Work Activities – Staff prepared for and attended the monthly meetings of the Greenspace Commission and Technical Review Committee. Staff also answered questions about land use and other comprehensive plan issues as well as

neighborhood association issues. Staff updated the Neighborhood Association data base. Using GIS, Census data, and PCensus software, staff created maps and data sets for the Urban County Council, other LFUCG Departments, and agencies and officials outside the government. Staff also attended LFUCG-sponsored training sessions, including PeopleSoft and staff development training.

D. Transportation Planning Activity Report

Administration – Committee meeting packets were prepared and distributed for the following Transportation Planning/MPO meetings held in September: Bicycle and Pedestrian Advisory Committee (BPAC), and Transportation Technical Coordinating Committee (TTCC).

- MPO Newsletter - "Bluegrass Traveler" – working on newsletter for next edition.
- Mailed out agenda for Transportation Project Coordination Meeting for September 30, 2009 meeting.

Transportation Improvement Programming (TIP) –

- Completed revisions to the TIP based on comments received from KYTC and FHWA. Modified the TIP on September 21, 2009. Presented modifications at the 8/26/2009 TPC and mailed revised documents 9/9/2009.

Intelligent Transportation Systems (ITS) –

- The MPO staff continued to monitor ITS issues and pursue additional coordination with the LFUCG Division of Traffic Engineering, KYTC, and FHWA.

Surveillance –

- MPO Website Development – website continues to receive slow to moderate growth in all categories. MPO staff updates the web site with new links, graphics and content on a continual basis.
- Staff attended the Bluegrass ADD Regional Transportation Committee meeting in September.
- Other important meetings with MPO staff participation included: Corridors Committee.
- Staff attended (as a member) the South Nicholasville Rd SAP Steering Committee meeting.
- Staff attended (as a member) the North Nicholasville Rd SAP Steering Committee meeting.
- Staff attended the Harrodsburg Rd Corridor Plan Advisory Committee meeting.
- Staff organized ARRA project implementation coordination meeting.
- Staff attended the Blue Grass Airport Board meeting in September.
- Staff attended Kentucky Healthy Communities Summit.
- Staff attended a World Equestrian Games transportation meeting.

Transportation Plan Update –

- The approved 2035 Metropolitan Transportation Plan (MTP) was mailed to Transportation routing list stakeholders.
- The Lexington MPO Public Participation/Involvement Access Database continues to be updated. The database now includes over 833 records.
- Travel Demand Model – Staff modeler continues to provide travel demand forecasts upon request and interprets modeling forecast results.
- An abstract was prepared and submitted to the TRB Transportation Planning in Small and Medium-sized Communities Committee for the "Tools of the Trade" conference.

Transit Planning –

- Staff attended and spoke at ArtStop dedication on 3rd and Elm Tree Ln. (Art-in-Motion's 2nd completed project.)
- Staff met with CDP Engineers to discuss possible art sculpture bus shelter on Tates Creek Rd as a part of the Tates Creek Side Walk project.
- Met with LexTran and LFUCG Long Range Planner to discuss possibilities/opportunities in South Nicholasville Rd Small Area Plan.
- Staff met with IT consultants TransSystems to start the technological implementation plan from the ARRA funds recently received. The MPO will be involved with this project as it unfolds.

Transportation-Land Use Impact Analysis and Forecasting –

- Staff participated in regularly scheduled development review meetings, and provided review and input on transportation, transit, and land use impact issues.
- Staff performed the monthly review of proposed zoning map amendments and proposed development plans for "general consistency" among planning efforts and different Planning units.
- Traffic count and roadway functional classification and TDM data information was provided to several development professionals, private consultants, and to citizens in September.

- The MPO staff continues to monitor the *Jessamine Journal* and the Jessamine County Comprehensive Plan to track on-going land development and consults with County officials on a regular basis to keep abreast of development activities. A draft transportation section of the Comp. Plan update was reviewed by staff.
- Identified roadway safety issues in Fayette and Jessamine counties.
- Staff met with Traffic Engineering consultant to discuss potential US 68 South Broadway and Virginia Avenue intersection improvement alternatives for a future land development at Red Mile Road.

Multimodal / Intermodal Planning –

- Trail projects – Staff updated and prepared trail project maps for the Mayor's Office and Bike Task Force. Staff attended a kick-off meeting for Town Branch Trail Phase 3 design and Phase 4 study.
- BPAC members met with the LFUCG Police Traffic Analyst to review pedestrian collision data from 2008. There were 9 pedestrian fatalities in 2008, representing 30% of all fatal traffic collisions in 2008.
- Grants – Funding awards for several transportation grants were announced in September totaling \$4.5 million. They include Southland Drive Bike/Ped Improvements, University Dr Bike Lanes, Loudon Ave Sidewalks, Legacy Trail Phase 3, Town Branch Trail Crossing, South Limestone Streetscape Improvements and a Safe Routes to School project.
- Safe Routes to School – Staff meet with Glendover Elementary and the PTA president to kick off this year's program. Staff met with LTMS to review arrival and dismissal procedures and to address some safety concerns.
- Share the Road Campaign – The KYTC approved the installation of signage on state routes. The contract for the educational campaign has been executed and work may begin.
- Jessamine County trails – Staff met with the Jessamine County Trails Association and Bluegrass ADD to work on incorporating bike/ped/trail plans into the Comprehensive Plan Update.
- Second Sunday – Staff assisted with event planning scheduled for Oct 11, 2009 and attended a press conference on 8/28.
- Public Information/Education Campaign – Staff is working with LFUCG's PIO and Bike Task Force to launch a Bike Lexington webpage.
- Curb ramps – Staff worked with Engineering and GIS to prioritize a list of curb ramp installations for FY 2009-10.
- South Limestone Multimodal Transportation Study – 3 draft alternatives were presented to the Steering Committee. A public meeting will be scheduled for late September or early October.
- Freight Planning – The final draft of the Freight Section Extension is complete and available for review by MPO members and interested parties.
- Staff prepared information and attended a meeting with Councilmember Feigel concerning the High/Fontaine/Euclid intersection.
- Staff began collecting information for an effort to get public input on the proposed two-way conversion of 2nd and Short Streets.

Air Quality Activities –

- Air quality forecasting continued in September. Actual air quality monitor readings were received and tracked to assess the accuracy of the forecasting model in Lexington.
- Staff reviewed the Cincinnati Climate Action Plan.
- Staff attended a LFUCG Local Action Plan meeting to develop a plan to address climate change.
- A draft CMAQ scoring sheet was developed and an application notice was distributed to MPO committees and other interested parties.

Congestion Management Process (CMP) –

- Staff continued to work on the Congestion Management Process (CMP) Overview document.
- Staff prepared the Congestion Management Committee (CMC) meeting agenda and presentation for the September CMC meeting.
- Staff continued to work on the *Linking Planning, Engineering, Operations and Safety (LPEOS) program*.
- Staff attended a seminar at KYTC-Frankfort on September 14. The seminar was presented by INRIX Services regarding historic and real-time traffic congestion monitoring technology and program.
- Staff attended planning and transportation planning related meeting to gain ideas in addressing congestion issues when Fayette County Public Schools and University of Kentucky are back in session.
- Staff collected road closure information and prepared to help citizens and residents in regard to selecting alternate commute routes when roadways are closed or partially-closed for construction or re-construction.

Mobility Office Activities –

- Regular mobility office activities continued this month as well as researching new initiatives for the upcoming mobility marketing campaign.

Staff Development –

- Staff continues to monitor the latest information from planning, engineering, and traffic engineering publications.
- Staff attended Division-wide safety training meeting.
- Staff attended the Kentucky American Planning Association Fall Conference Sept. 24 and 25.
- Staff completed an on-line training course for the Emergency Operations Center.

Unified Planning Work Program (UPWP) –

- Staff reviewed UPWP to ensure work program elements are being fulfilled, monitored, and improved for relevancy and changing Public Works needs.

VII. AUDIENCE ITEMS – Citizens may bring a planning related matter before the Commission at this time for general discussion or future action. Items that will NOT be heard are those requiring the Commission's formal action, such as zoning items for early rehearing, map or text amendments; subdivision or development plans, etc. These last mentioned items must be filed in advance of this meeting in conformance with the adopted filing schedule.

VIII. NEXT MEETING DATES -

Zoning Items Public Hearing , Thursday, 1:30 p.m., 2 nd Floor Council Chambers	November 19, 2009
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (Phoenix Building)	November 25, 2009
Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (Phoenix Building)	December 3, 2009
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (Phoenix Building)	December 3 2009
Subdivision Items Public Meeting , Thursday, 1:30 p.m., 2 nd Floor Council Chambers	December 10, 2009
Zoning Items Public Hearing/Work Session , Thursday, 1:30 p.m., 2 nd Floor Council Chambers	December 17, 2009
Planning Committee/Planning Commission Joint meeting, Tuesday, 9:00 a.m., Lexington Public Library.....	January 26, 2010

IX. ADJOURNMENT

CT/CG/TM/WLS/SDB