

**AGENDA
URBAN COUNTY PLANNING COMMISSION
ZONING ITEMS PUBLIC HEARING**

July 22, 2010

- I. **CALL TO ORDER** – The meeting will be called to order at 1:30 p.m. in the Council Chamber, 2nd Floor LFUCG Government Center, 200 East Main Street, Lexington, Kentucky.
- II. **APPROVAL OF MINUTES** – Prior Planning Commission meeting minutes of May 13, 2010; June 10, 2010; June 24, 2010; and July 8, 2010, will be considered at this time.
- III. **POSTPONEMENTS AND WITHDRAWALS** – Requests for postponement and withdrawal will be considered at this time.
- IV. **LAND SUBDIVISION ITEMS** - The Subdivision Committee met on Thursday, July 1, 2010, at 8:30 a.m. The meeting was attended by Commission members: Mike Cravens, Mike Owens, Carolyn Richardson, and Marie Copeland. Committee members in attendance were: Hillard Newman, Division of Engineering; and Jim Gallimore, Division of Traffic Engineering. Staff members in attendance were: Bill Sallee, Tom Martin, Cheryl Gallt, Jimmy Emmons, Denice Bullock, and Barbara Rackers, as well as Captain Charles Bowen, Division of Fire & Emergency Services; and Bob Carpenter and Steven Harrod, 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.*

- V. **ZONING ITEMS** - The Zoning Committee met on Thursday, July 1, 2010, at 1:30 p.m. in the Division of Planning Office. The meeting was attended by Commission members Patrick Brewer, Carolyn Richardson, and Lynn Roche-Phillips. Staff members in attendance were Bill Sallee, Traci Wade, Barbara Rackers, Tom Martin and Stephanie Cunningham, as well as Rochelle Boland, Department of Law. The Committee reviewed applications, and made recommendations on zoning items as noted.

A. ABBREVIATED PUBLIC HEARINGS ON ZONE MAP AMENDMENTS AND RELATED PLANS

The staff will call for objectors to determine which petitions are eligible for abbreviated hearings.

~~Abbreviated public hearings will be held on petitions meeting the following criteria:~~

- ~~The staff has recommended approval of the zone change petition and related plan(s)~~
- ~~The petitioner concurs with the staff recommendations~~
- ~~Petitioner waives oral presentation, but may submit written evidence for the record~~
- ~~There are no objections to the petition~~

B. FULL PUBLIC HEARINGS ON ZONE MAP AMENDMENTS AND RELATED PLANS – Following abbreviated hearings, the remaining petitions will be considered.

~~The procedure for these hearings is as follows:~~

- ~~Staff Reports (30 minute maximum)~~
- ~~Petitioner's report(s) (30 minute maximum)~~
- ~~Citizen Comments~~
 - (a) ~~proponents (10 minute maximum OR 3 minutes each)~~
 - (b) ~~objectors (30 minute maximum) (3 minutes each)~~
- ~~Rebuttal & Closing Statements~~
 - (a) ~~petitioner's comments (5 minute maximum)~~
 - (b) ~~citizen objectors (5 minute maximum)~~
 - (c) ~~staff comments (5 minute maximum)~~
- ~~Hearing closed and Commission votes on zone change petition and related plan(s)~~

Note: Requests for additional time, stating the basis for the request, must be submitted to the staff no later than two days prior to the hearing. The Chair will announce its decision at the outset of the hearing.

1. BRIGHTON ANIMAL CLINIC, LLC, ZONING MAP AMENDMENT & MAN O' WAR DEVELOPMENT, UNIT 2, SECTION 1, LOT 2-B ZONING DEVELOPMENT PLAN

- a. MARC 2010-2: BRIGHTON ANIMAL CLINIC, LLC (8/26/10)* - petition for a zone map amendment from an Interchange Service Business (B-5P) zone to a Neighborhood Business (B-1) zone, for 1.50 net (1.85 gross) acres, for property located at 1875 Pleasant Ridge Drive. A conditional use permit has also been filed in conjunction with this request.

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

LAND USE PLAN AND PROPOSED USE

The 2007 Comprehensive Plan (Sector 8) recommends Highway Commercial/Interstate Commercial (HC) future land use for the subject property. The petitioner proposes the rezoning in order to construct a 6,000 square-foot small animal clinic, with a drive-through facility, and associated off-street parking.

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

The Staff Recommended: **Approval**, for the following reasons:

1. The requested Neighborhood Business (B-1) zoning is appropriate, and the Interchange Business (B-5P) zoning is inappropriate at this location, for the following reasons:
 - a. The subject property is the only property zoned for business use on the east side of Timber Creek Drive and on the south side of Pleasant Ridge Drive, making the property isolated with regard to interstate travelers.
 - b. The current B-5P zoning permits a very limited number of principal uses, although those permitted uses are generally more intense than the proposed B-1 zone would allow. The B-1 zone does not permit uses such as hotels and motels, campgrounds and overnight trailer facilities, cocktail lounges, nightclubs or discotheques, which are all permitted in the B-5P zone.
 - c. The subject property, which is bounded on two sides by single-family residential land use, is more compatible with neighborhood business than highway commercial land uses.
 - d. The B-1 zone is an appropriate step-down or transition zone between the more intense business zoning across Pleasant Ridge and Timber Creek Drives (B-5P zoning and uses) and the single-family homes to the south and east of this location.
2. This recommendation is made subject to approval and certification of ZDP 2010-36: Man O' War, Unit 2, Section 1, Lot 2-B, prior to forwarding a recommendation to the Urban County Council. This certification must be accomplished within two weeks of the Planning Commission's approval.

b. REQUESTED CONDITIONAL USE

1. Animal hospital or clinic.

The Staff Recommended: **Approval**, for the following reasons:

- a. A small animal hospital or clinic at this location should not adversely affect the subject or surrounding properties. All activities will be confined to the interior of the building, all exterior walls will be soundproofed and adequate off-street parking is planned for this business.
- b. All necessary public facilities and services are available and adequate for the proposed use.

This recommendation of approval is made subject to the following conditions:

1. Should the property be re-zoned to B-1, it shall be developed according to the submitted Preliminary Development Plan, or as further amended by the Planning Commission via a Final Development Plan.
2. An occupancy permit shall be obtained from the Division of Building Inspection prior to opening the small animal hospital/clinic.
3. All exterior walls of the building shall be completely soundproofed.
4. All cages, pens and kennels shall be located inside of the building, and used only for the purpose of assisting in treatment of medical conditions, and not for boarding.

c. ZDP 2010-36: MAN O' WAR, UNIT 2, SECTION 1, LOT 2-B (8/26/10)* - located at 1875 Pleasant Ridge Drive.
(Vision Engineering)

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

1. Provided the Urban County Council rezones the property B-1; otherwise, any Commission action of approval is null and void.
2. Urban County Engineer's acceptance of drainage, storm and sanitary sewers and floodplain information.
3. Urban County Traffic Engineer's approval of parking, circulation, access and street cross-sections.
4. Building Inspection's approval of landscaping and landscape buffers.
5. Urban Forester's approval of tree inventory information.
6. Denote: No building permits shall be issued unless and until a final development plan is approved by the Planning Commission.
7. Denote name of developer on plan.
8. Denote final record plat name for adjoining properties.
9. Denote typical parking dimensions.
10. Denote construction access location.
11. Denote 15' landscape buffer as per the final record plat.
12. Label proposed height of building on plan.
13. Dimension and label building lines and easements as per the final record plat.
14. Addition of property boundary, bearings and dimensions per the final record plat.
15. Denote additional sidewalk access from building to public sidewalk in the right-of-way.

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16. Denote: Additional screening for dumpster locations will be required at the time of the final development plan.
17. Discuss proposed access to Pleasant Ridge Drive.

2. MAP PROPERTY MANAGEMENT ZONING MAP AMENDMENT & WALNUT HILL SUBDIVISION ZONING DEVELOPMENT PLAN

- a. MAR 2010-3: MAP PROPERTY MANAGEMENT (8/26/10)* - petition for a zone map amendment from a Single Family Residential (R-1B) zone to a Highway Service Business (B-3) zone with conditions, for 0.509 net (0.778 gross) acre, for property located at 2000 Liberty Road.

LAND USE PLAN AND PROPOSED USE

The 2007 Comprehensive Plan (Sector 2) recommends Medium Density Residential (MD) future land use for the subject property. The petitioner proposes constructing a five-bay car washing establishment and associated off-street parking for the Lexus dealership across Liberty Road.

The Zoning Committee Recommended: **Referral to the full Commission.**

The Staff Recommended: **Disapproval**, for the following reasons:

1. The requested rezoning to a Highway Service Business (B-3) zone, even with conditional zoning restrictions, cannot be found to be in agreement with the 2007 Comprehensive Plan, which recommends Medium Density Residential (MD) land use for the subject property. Medium Density use is defined as 5-10 dwelling units per net acre.
 2. The B-3 zone is not appropriate for the subject property for the following reasons:
 - a. Liberty Road is a two-lane minor arterial roadway at this location, that begins transitioning to a five-lane cross section at the intersection of Liberty Road and New Circle Road. The left-hand turning movement onto Downs Avenue, and the right-hand turn with a quick left turn to exit the site and return to the Lexus dealership as proposed by the applicant, in combination with existing stacking problems at the intersection to the east, would exacerbate an existing traffic issue.
 - b. Several single family residences still exist along Downs Avenue and to the west along Liberty Road. These adjacent and nearby residentially zoned properties could be significantly impacted by expanding the commercial zoning in this area, which would permit the proposed car washing establishment.
 - c. In this instance, the existing water storage tanks to the east, as well as the mature landscape buffer along the property line, create an appropriate and well-established transition from the business uses to the residential uses along Liberty Road.
 3. There have been no significant unanticipated changes of a physical, social or economic nature within the immediate area since the Comprehensive Plan was adopted in early 2007 that would support B-3 zoning for the subject property.
- b. ZDP 2010-35: WALNUT HILL SUBDIVISION (8/26/10)*- located at 2000 Liberty Road. **(Vision Engineering)**

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

1. Provided the Urban County Council rezones the property B-3; otherwise, any Commission action of approval is null and void.
2. Urban County Engineer's acceptance of drainage, storm and sanitary sewers and floodplain information.
3. Urban County Traffic Engineer's approval of parking, circulation, access and street cross-sections.
4. Building Inspection's approval of landscaping and landscape buffers.
5. Urban Forester's approval of tree inventory information.
6. Denote: No building permits shall be issued unless and until a final development plan is approved by the Planning Commission.
7. Denote final record plat names for adjoining properties.
8. Denote construction access location.
9. Denote proposed height of building.
10. Denote storm water detention area and/or controls.
11. Denote existing and proposed utility easements on plan.
12. Discuss access and improvements to Liberty Road.
13. Discuss employee parking and on-site parking for vehicles to be serviced.

3. VIRGINIA BATES ZONING MAP AMENDMENT & H. HOWARD & CAROLYN LEE THOMAS PROPERTY ZONING DEVELOPMENT PLAN

- a. MARV 2010-4: VIRGINIA BATES (8/26/10)* - petition for a zone map amendment from a Light Industrial (I-1) zone to a Highway Service Business (B-3) zone, for 0.3565 net (0.4943 gross) acre, for property located at 635 E. New Circle Road. A dimensional variance is also being requested at this location.

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LAND USE PLAN AND PROPOSED USE

The 2007 Comprehensive Plan (Sector 8) recommends Highway Commercial/Interstate Commercial (HC) future land use for the subject property. The petitioner proposes maintaining the existing structure and parking area, and changing the use of the property to a retail sales and beauty shop establishment (body piercing).

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

The Staff Recommends: **Approval**, for the following reasons:

1. The requested Highway Service Business (B-3) zone is in agreement with the 2007 Comprehensive Plan's land use recommendation of Highway Commercial/Interstate Commercial (HC) for the subject property. The requested B-3 zone is also consistent with the existing zoning in the immediate area.
2. This recommendation is made subject to approval and certification of ZDP 2010-34: H. Howard and Carolyn Lee Thomas Property, prior to forwarding a recommendation to the Urban County Council. This certification must be accomplished within two weeks of the Planning Commission's approval.
3. Under the provisions of Article 6-7 of the Zoning Ordinance, the following uses are to be prohibited for the subject property via conditional zoning:
 - a. Adult arcades, massage parlors, adult bookstores, adult video stores, adult cabarets, adult dancing establishments, adult entertainment establishments and sexual entertainment centers.
 - b. Cocktail lounges and nightclubs.
 - c. Kennels.
 - d. Outdoor loud speakers or music.

These use restrictions are appropriate and necessary at this location to ensure that the proposed commercial reuse of the subject property will not be to the detriment of either the nearby residential uses in this area or Yates Elementary School.

b. REQUESTED VARIANCE

1. Reduce the required property perimeter screening along the northwest and northeast property lines from 15 feet to 0 feet.

The Staff will report at the hearing.

- c. ZDP 2010-34: H. HOWARD & CAROLYN LEE THOMAS PROPERTY (8/26/10)* - located at 635 East New Circle Road.
(Foster – Roland, Inc.)

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

1. Provided the Urban County Council rezones the property B-3; otherwise, any Commission action of approval is null and void.
2. Urban County Engineer's acceptance of drainage, storm and sanitary sewers and floodplain information.
3. Urban County Traffic Engineer's approval of parking, circulation, access and street cross-sections.
4. Building Inspection's approval of landscaping and landscape buffers.
5. Urban Forester's approval of tree inventory map.
6. Correct Planning Commission certification.
7. Correct plan title.
8. Addition of required Engineering Manual note.
9. Denote all existing easements.
10. Remove the words "employee parking" from 1 space.
11. Clarify extent of building adjacent to northwest property line.
12. Discuss plan status.
13. Discuss access and circulation.
14. Discuss vehicular use screening.

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

VII. STAFF ITEMS

A. Planning Services Activity Report

- During the month of June, the Planning Services staff processed 1 text amendment to the Land Subdivision Regulations. Also, 16 Board of Adjustment appeals were processed, all of which were for filed the Board's June meeting. The 15 new written staff reports for that June meeting were forwarded to those applicants at least five working days in advance of the BOA public hearing.

In June, 33 subdivision and development plan items were processed by Planning Services staff. Of those, 9 were minor plans and all of those were reviewed within two working days of their filing. In June, 8 major plans were submitted for certification-- which were all reviewed for compliance with all Planning Commission conditions of approval within five working days of its sub-

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mission to the staff. These plans required an additional 27 follow-up contacts made by Planning Services staff with the plan preparers, 24 of which were made within two days of the receipt of revised submissions. The staff also provided floodplain assistance for 11 local property inquiries in May.

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 work session, two Planning Commission public meetings, and one Board of Adjustment public hearing. In addition, the staff held several pre-application meetings for subdivision, development plan and Board of Adjustment items.

Also during June, there were 37 updates made to the Registered Neighborhood Association data base, and Planning Services staff assisted 43 unscheduled "walk-in" visitors to the office. Those office visitors were placed with a professional staff member in an average of 2.60 minutes. Much of the remainder of the staff's time was spent answering numerous telephone inquiries from people concerning zoning regulations, subdivision plans, Board of Adjustment appeals, development plans, floodplains and related items.

- Senior Planner Jimmy Emmons and Subdivision Planner Cheryl Gallt, along with Tom Webb and Jada Griggs in the Department of Environmental Quality (DEQ), attended a meeting in June with the Kentucky Department of Environmental Protection concerning a \$200K Brownfield grant that was recently awarded to Lexington-Fayette County. This grant money, which is for a petroleum assessment grant, will be available for three years, and the DEQ is the lead agency for the project's management. The Division of Planning is providing assistance as a part of the grant's local management team. Additional questions on this new grant can be forwarded to Jimmy Emmons at jimmye@lexingtonky.gov.
- In June, Senior Planner Tom Martin provided a floodplain assistance letter that saved a local homeowner \$1100 per month in insurance costs. He also assisted a homeowner in becoming eligible for ICE financial assistance to repair a flood damaged home on the Kentucky River. These are the types of assistance provided by Planning Services every month as part of our local participation in the National Flood Insurance Program.
- Subdivision Planner Chris Taylor and Tom Martin attended an on-site meeting in June with the Division of Water Quality staff out on Leestown Road, near the proposed Citation Boulevard. These Planning Services staff members have met with the property owner in the area and their engineers to discuss options to address a stream issue on their property.
- In the month of June, Jimmy Emmons provided planning advice on multiple small but innovative potential infill projects. As of this time, however, none have applied for any type of permits.
- In June, Planning Services welcomed Mr. Mark Leach, a volunteer student intern who is working on his Masters Degree in Urban Planning at Ball State University in Muncie, Indiana. This summer, Mark is helping update the Underutilized Property Survey information, helping determine local Brownfield information, and is working with Jimmy Emmons on other Infill & Redevelopment initiatives.
- Senior Planners Jim Marx and Tom Martin continued work on the New Development Character & Design workgroup, which met twice in June. That group has decided to focus on an evaluation of (and possible revision to) the Expansion Area Master Plan.
- In June, Jimmy Emmons and Administrative Specialist Stephanie Cunningham met with representatives from LFUCG's Division of Computer Services about a major reorganization of the Infill & Redevelopment website. A major re-imagining of the information and I/R objectives is planned. Rollout of the revamped site is not expected until sometime in late 2011, at the earliest.
- Jimmy Emmons met with Joe Ewalt of the Kentucky League of Cities in June concerning our local water quality initiatives. Mr. Ewalt is preparing a training exercise for local governments based on EPA's 2009 Water Quality Scorecard. Mr. Emmons provided insight into the role that the Division of Planning plays in water quality issues, including the promotion of open space and compact urban development, reduced off-street parking requirements, tree preservation, "Complete Streets" and other "green infrastructure" elements.

B. Long Range Planning Activity Report

- 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.
- Complete Streets – Staff assisted the consulting team as they continued their work for the Complete Streets project. The Complete Streets project will result in a policy manual and proposed text amendments that will provide standards for development and redevelopment of the transportation network throughout the community.

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- Green work, Greenways and Bike/Ped – Staff attended meetings of the Greenway Coordinating Committee and the Partnership for a Green Community 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 Technical Review Committee. Staff answered questions about land use and other comprehensive plan issues as well as neighborhood association issues. 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.

C. Transportation Planning Activity Report

1.1 Surveillance –

- Staff attended monthly Blue Grass Airport Board meeting.
- The MPO staff continues to monitor the *Jessamine Journal* and the Jessamine County Comprehensive Plan to track ongoing land development, and consults with county officials on a regular basis to keep abreast of development activities. Staff followed up with the MPO PC on a speed reduction request for US 27.
- Staff attended a Regional Transportation Study Workgroup meeting.
- Staff attended the Fayette County information gathering meeting of the Regional Transportation Study.

1.2 Title VI/ADA

- Staff worked on ADA Transition Plan for Lexington Fayette Urban County Government, including gathering information regarding ADA work that has been done and/or is in process.

1.3 Participation Process

- MPO Website Development – The website was redeveloped and launched this month with a completely new design and a number of new features. In June, the MPO website had 195 unique visitors; 464 visits; and 1,417 page views.
- The MPO's Twitter site increased its followers to 344 at the end of June, up from 308 at the end of May.
- The MPO's new Facebook page had 83 fans at the end of June, up from 27 at the end of May.
- MPO staff contracted with a marketing firm to redevelop the MPO website and better incorporate the use of new media as part of the MPO's participation process.
- Staff gave a PowerPoint presentation on the Lexington Area MPO's participation process, focusing on ways to involve the public on a tight budget and reach out to traditionally underserved populations, to an FHWA hosted seminar in Frankfort.
- The Lexington MPO Public Participation/Involvement Access Database continues to be updated. The database now includes over 850 records.

1.4 Staff Development –

- Staff continues to monitor the latest information from planning, engineering, and traffic engineering publications.
- Staff attended a seminar in Frankfort hosted by FHWA on participation and environmental justice.
- Staff accessed a webinar on the 2010 census.

2.1 Congestion Management Process (CMP) –

- Staff continued to work on the Congestion Management Process (CMP) Overview document based on the comments and suggestions received from MPO, LFUCG, and KYTC staff.
- Staff continued working with the KYTC staff to implement a state-wide congestion management program.
- Staff worked on selecting Congestion Management Performance Measures and Corridors.

2.2 Transportation Plan Update –

- Travel Demand Model – Staff modeler continues to provide travel demand forecasts upon request, and interprets modeling forecast results.
- Staff reviewed the MTP 2035 Long Range Projects for future UPL ranking.

2.3 Air Quality Activities –

- Staff attended the monthly Lexington Climate Action Plan meeting.
- Staff participated in the Kentucky Climate Action Plan conference call and was assigned several policy areas to begin drafting guidance language.

- Staff organized a meeting of the transportation sub-team of the LFUCG Climate Action Plan effort.
- Staff continued daily ozone forecasting and issued two (2) air quality advisory days.

2.4 Intelligent Transportation Systems (ITS) –

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

3.1 Transportation/Traffic and Land Use Impact Analysis

- The MPO staff continued to monitor transportation and land use topics, and continued coordination with the LFUCG Division of Planning: Planning Services Staff, and Traffic Engineering when necessary.
- Reviewed Subdivision/Zoning Development Plans and Board of Adjustment information, and participated in review meetings.
- Monitored all Fayette and Jessamine planning activities to stay abreast of on-going transportation, traffic, land-use, and economic-development planning to the greatest extent possible.
- Traffic counts and roadway functional classification information were provided to several development professionals, private consultants, realtors, and to citizens in June.

3.2 Multimodal / Transportation Enhancement Planning / Intermodal Planning –

- Sidewalk projects – Staff attended the South Limestone Streetscape ribbon-cutting and worked to address the requirement for a traffic study of the floating bike lanes on the Vine Street Streetscape project once complete in July.
- Share the Road Campaign – Staff launched the Share the Road Campaign with a press conference on June 24, 2010. The campaign includes billboards, bus ads, bike safety videos and informational brochures being distributed by UK and LFUCG. A website with more detail is available at: www.bikelexington.com.
- South Limestone Multimodal Transportation Study –The final document is nearing completion. Staff worked with UK to begin implementing a bike lane project from Scott Street to Avenue of Champions.
- Community Bike Sharing Program – Staff is working with the Department of Environmental Quality and Downtown Lexington Corporation to implement the project. Major tasks underway include environmental clearance for the bike stations and issuing an RFP for the bike sharing equipment.
- Events – The Bike Lexington committee debriefed in June. Staff provided information for a feature on the commuter challenge in the Chevy Chaser and Business Lexington. Staff began coordinating the annual Second Sunday event, which will be held in conjunction with Spotlight Lexington later this year on 10-10-10.
- Complete Streets – Staff assisted with review and coordination for the Complete Streets project.
- Outreach/Presentations – Staff developed a routing list for bicycle and pedestrian-related citizen complaints and concerns. A meeting was held with all LexCall operators. The 311 line is being promoted as a 'hotline' for bicyclists as part of the Share the Road Campaign.

3.3 Transit Planning –

- Staff is working on art shelter sites to be implemented in 2010. Staff attended several meetings to establish CMAQ award implementation.
- Staff is working with Dennis Anderson and Tom Blues to establish an art shelter site next to Anderson Communities as a CMAQ matching project. Staff is establishing a design contest for the chosen site.
- Staff is working with Carol Schoaff to get Kevin Wagner up to speed with encroachment permitting. He will be the main contact under Carol's supervision for encroachment permits.
- Staff attended the regular LexTran Board meeting.
- Staff met with LexTran and EC Matthews to discuss issues with proposed bus shelter drawings.
- Staff is participating in a planning group study of urban corridors relating to visual enhancement.
- Staff is working with LexTran on Title VI mapping compiling data.

3.4 Mobility Office Activities –

- Regular mobility office activities continued this month.
- Staff received 28 phone calls this month: 4 regional transit, 11 vanpool, 8 carpool, 1 local transit and 4 other government services.
- Radio spots for the mobility marketing campaign continued.
- Staff worked on Mobility Office promotion at the Legends games and radio spots for an event to be held on August 13th at Applebee's Park.
- Staff processed invoices for various mobility office activities.

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3.5 Project Forecasts –

- In June, the consultant and staff worked to answer any additional questions about the data.

4.1 Administration –

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

4.2 Transportation Improvement Programming (TIP) –

- Staff compiled and filed copies of all KYTC STIP actions, and state and federal program management authorization forms.
- Staff completed TIP Modification #8 in response to Nicholasville officials request to address pedestrian connections to schools.
- Staff met with the Commissioner and Mayor to discuss projects in Kentucky's Biennial Highway Plan.
- Staff met with Division of Engineering and KYTC to discuss funding for the Legacy Trail.

4.3 Unified Planning Work Program (UPWP) –

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

VIII. **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.

IX. **MEETING DATES FOR AUGUST, 2010**

Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	August 5, 2010
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	August 5, 2010
Subdivision Items Public Meeting , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	August 12 2010
Work Session , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	August 19, 2010
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	August 25, 2010
Zoning Items Public Hearing , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	August 26, 2010

X. **ADJOURNMENT**

TLW/TM/BJR/BS/src

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