

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

March 27, 2014

- 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** – The minutes of the February 27, 2014, meeting will be considered by the Planning Commission 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, March 6, 2014, at 8:30 a.m. The meeting was attended by Commission members: Carolyn Plumlee, Frank Penn, Will Berkley, Karen Mundy and Mike Owens. Committee members in attendance were: Hillard Newman, Division of Engineering; and Casey Kaucher, Division of Traffic Engineering. Staff members in attendance were: Chris King, Bill Saltee, Tom Martin, Jimmy Emmons, Traci Wade, Cheryl Gallt, Dave Jarman, Kelly Hunter, Barbara Rackers, Denice Bullock and Scott Thompson, as well as Captain Greg Lengal and Lieutenant Joshua Thiel, Division of Fire & Emergency Services; Lieutenant David A. Lyons, Police; and Tracy Jones, Department of Law. 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. DEVELOPMENT PLAN

1. **DP 2014-13: GROWTH PROPERTIES (AMD) (5/4/14)*** - located at 100 Goodrich Avenue.
(Council District 3) **(Vision Engineering)**

Note: The purpose of this amendment is to depict a single family residence at 100 Goodrich Avenue, the line separating it from the B-1 zone, and to revise plan notes.

The Subdivision Committee Recommended: **Postponement**. There are concerns regarding the suitability of the proposed single family use and the historic storm water flooding conditions.

Should this plan be approved, the following conditions 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. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
7. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
8. Correct typographical errors throughout plan notes.
9. Restore access restrictions from previous note #11.
10. Discuss need to establish a finished floor elevation for proposed residence on 100 Goodrich Avenue.
11. Discuss possible 25' building line at 100 Goodrich Avenue.

- V. **ZONING ITEMS** - The Zoning Committee met on Thursday, March 6, 2014, at 1:30 p.m. in the Division of Planning Office. The meeting was attended by Commission members Carla Blanton, Mike Cravens, and Bill Wilson. The Committee reviewed applications, and made recommendations on zoning items as noted.

A. ABBREVIATED PUBLIC HEARINGS ON ZONING MAP AMENDMENTS

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

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)

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

- Rebuttal & Closing Statements
 - (a) petitioner's comments (5 minute maximum)
 - (b) citizen objectors (5 minute maximum)
 - (c) staff comments (5 minute maximum)
 - (d) Hearing closed and Commission votes on zone change petition and related plan(s)

B. FULL PUBLIC HEARINGS ON ZONE MAP AMENDMENTS – 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. BOONE CREEK PROPERTIES, LLC, DBA BOONE CREEK OUTDOORS ZONING MAP AMENDMENT & BOONE CREEK OUTDOORS ZONING DEVELOPMENT PLAN

- a. MARC 2014-1: BOONE CREEK PROPERTIES, LLC, DBA BOONE CREEK OUTDOORS (3/27/14)* - petition for a zone map amendment from an Agricultural Rural (A-R) zone to an Agricultural Natural (A-N) zone, for 20.15 net (20.76 gross) acres, for property located at 8291 Old Richmond Road.

COMPREHENSIVE PLAN AND PROPOSED USE

The subject property is located within the Rural Service Area, which encompasses 200 square miles and about 70% of Lexington-Fayette County. The 1999 Rural Land Management Plan was developed to guide resource management and planning for this portion of the County, and the Plan recommends the subject property be utilized for Natural Area (NAT) land use. The 2013 Comprehensive Plan recommends updating, affirming and readopting the Rural Land Management Plan. The 2013 Comprehensive Plan's mission statement is to "provide flexible planning guidance to ensure that development of our community's resources and infrastructure preserves our quality of life, and fosters regional planning and economic development." The mission statement notes that this will be accomplished while protecting the environment, promoting successful, accessible neighborhoods, and preserving the unique Bluegrass landscape that has made Lexington-Fayette County the Horse Capital of the World.

The petitioner proposes to rezone the property to an Agricultural Natural (A-N) zone, and is requesting a conditional use to operate a commercial outdoor recreational facility that includes a tree canopy tour (ecotourism), welcome center, seasonal educational programs, and training for guides and builders of other zip line facilities. The petitioner also plans to maintain the existing conditional use permit for an outdoor recreational facility – the Boone Creek Angler's Club – which was approved as a private club by the Board of Adjustment in 2000.

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

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

1. The requested Agricultural Natural (A-N) zoning for the subject property is in agreement with the Rural Land Management Plan's recommendations for Natural Areas (NAT) land use at this location.
 2. The 2013 Goals and Objectives also encourage the development of appropriate attractions and supporting uses that promote and enhance tourism (Theme C, Goal 1, Objective e), support the agricultural economy, horse farms, general agricultural farms, and the rural character of the Rural Service Area (Theme E, Goal 2), and protect the environment (Theme B).
 3. This recommendation is made subject to approval and certification of ZDP 2014-3: Boone Creek Outdoors 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. ZDP 2014-3: BOONE CREEK OUTDOORS (3/27/14)* - located at 8291 Old Richmond Road.
(Barrett Partners)

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

The Subdivision Committee Recommended: **Postponement**.

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

1. Provided the Urban County Council rezones the property A-N; 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. Greenspace Planner's approval of the treatment of greenways and greenspace.
7. Department of Environmental Quality's approval of environmentally sensitive areas.
8. Discuss proposed development in front of 300' building line and need for variances.
9. Discuss proposed caretaker's apartment (per Art. 8-3(c)(8) of the Zoning Ordinance).
10. Addition of proposed square footage for observation deck(s) and welcome center deck to site statistics.
11. Clarify employee parking information.
12. Denote that the parking lot shall be screened and paved in accordance with the requirements of the Zoning Ordinance.
13. Denote that the proposed access and any required road improvements shall be determined at the time of the final development plan.
14. Revise flex note to clarify that it applies to the canopy tour only.
15. Discuss the Board of Adjustment's approved 2000 Conditional Use development plan relative to the proposed plan.

2. KID'S HOUSE ZONING MAP AMENDMENT & KID'S HOUSE ZONING DEVELOPMENT PLAN

- a. MARV 2014-4: KID'S HOUSE (5/4/14)* - petition for a zone map amendment from a Single Family Residential (R-1C) zone to a Professional Office (P-1) zone, for 1.083 net (1.219 gross) acres, for property located at 1449-1451 Bryan Avenue. Landscaping variances were also requested with this application.

COMPREHENSIVE PLAN AND PROPOSED USE

The 2013 Comprehensive Plan's mission statement is to "provide flexible planning guidance to ensure that development of our community's resources and infrastructure preserves our quality of life, and fosters regional planning and economic development." The mission statement notes that this will be accomplished while protecting the environment, promoting successful, accessible neighborhoods, and preserving the unique Bluegrass landscape that has made Lexington-Fayette County the Horse Capital of the World.

The subject property is located within the boundary of the Central Sector Small Area Plan (CSSAP) and Subarea "D", adopted by the Planning Commission in April 2009. The CSSAP makes no specific land use or corridor recommendations for the Bryan Avenue area, but does encourage the development of neighborhood service nodes that offer a variety of products and services (Principle #2: Redevelopment and Investment, Goal #1). The petitioner proposes to rezone the property in order to become fully compliant as a commercial child care center, because the use is non-conforming in the current zone.

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

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

1. The Central Sector Small Area Plan (CSSAP), adopted by the Planning Commission in 2009, and incorporated into the 2013 Comprehensive Plan, encourages the development of neighborhood service nodes that offer a variety of products and services (Principle #2: Redevelopment and Investment, Goal #1). The existing child care center provides a necessary neighborhood service for the immediate area, and helps to implement that recommendation.
2. The proposed Professional Office (P-1) zoning is appropriate, and the existing Single-Family Residential (R-1C) zoning is inappropriate, for the following reasons:
 - a. The existing use has been located on the property for over 35 years; thus, it is a stable land use and is unlikely to relocate.
 - b. A child care center is a principal permitted use in the P-1 zone; thus, the rezoning will bring the use into compliance with the local zoning regulations as it was in 1977, as requested by the state oversight agency.
 - c. The child care center, combined with the adjoining church use, create an appropriate transition from the more intense highway service business uses along New Circle Road. The child care center is a step down in land use as it adjoins single-family residential dwellings.
 - d. The child care center, along with the church and several other small businesses along the Bryan Avenue corridor, create a neighborhood service node for the Castlewood and Meadow Park neighborhoods in this portion of the Central Sector.
3. This recommendation is made subject to the approval and certification of ZDP 2014-18: KID'S HOUSE, prior to forwarding a recommendation to the Urban County Council. This certification must be accomplished within two weeks of the Planning Commission's approval.

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b. REQUESTED VARIANCE

1. Reduce the property perimeter landscape and screening from 15' to 5' and remove the requirement for a double row 6' hedge.

The Staff will report at the hearing.

c. ZDP 2014-18: KID'S HOUSE (5/4/14)* - located at 1449 and 1451 Bryan Avenue.

(Barrett Partners)

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

1. Provided the Urban County Council rezones the property P-1; otherwise, any Commission action of approval is null and void.
2. Urban County Engineer's acceptance of drainage, storm and sanitary sewers.
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. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Discuss existing driveway and arrows for direction.
8. Discuss compliance with Article 18 or need for landscape variance.

3. **MILK & HONEY DAYCARE/PRESCHOOL ZONING MAP AMENDMENT & COVENANT CHURCH, INC./THE PINES ZONING DEVELOPMENT PLAN**

- a. MARC 2014-5: MILK & HONEY DAYCARE/PRESCHOOL (5/4/14)* - petition for a zone map amendment from an Agricultural Urban (A-U) zone to a Planned Neighborhood Residential (R-3) zone, for 5.48 net (5.84 gross) acres, for property located at 2700 Old Todds Road. A conditional use permit request was also filed with this zone change.

COMPREHENSIVE PLAN AND PROPOSED USE

The 2013 Comprehensive Plan's mission statement is to "provide flexible planning guidance to ensure that development of our community's resources and infrastructure preserves our quality of life, and fosters regional planning and economic development." The mission statement notes that this will be accomplished while protecting the environment, promoting successful, accessible neighborhoods, and preserving the unique Bluegrass landscape that has made Lexington-Fayette County the Horse Capital of the World.

The petitioner proposes to rezone the subject property in order to establish the child care center as the primary land use on the property, and increase the number of children that may be cared for at the center. A conditional use permit has also been requested as part of this zone change.

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

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

1. The proposed Planned Neighborhood Residential (R-3) zoning is appropriate, and the existing Agricultural Urban (A-U) zoning is inappropriate for the subject property, for the following reasons:
 - a. The subject property is located within the Urban Service Area boundary, and the existing A-U zoning is no longer appropriate since all utilities and urban services are available to serve the site.
 - b. The proposed R-3 zoning is most compatible with the surrounding residential zoning.
 - c. The child care center, in existence since 1995, is a beneficial and necessary neighborhood service for this portion of the Urban Services Area.
2. This recommendation is made subject to the approval and certification of ZDP 2014-19: COVENANT CHURCH, INC./THE PINES, 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. Child Care Center

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

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

- a. A child care facility at this location, even if expanded, should not adversely affect the subject or surrounding properties. The day care has existed at this location for about 20 years, in conjunction with the church, and will not cause a problem if it continues as the principal use of the property. The existing screened and fenced play area, the parking, and other facilities can easily accommodate the proposed use.

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- 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. Provided the Urban County Council rezones the subject property R-3; otherwise, any Planning Commission action of approval is null and void.
2. Should the subject property be re-zoned to R-3 by the Council, it shall be developed according to the submitted Zoning Development Plan, or as further amended by the Commission.
3. All necessary permits shall be obtained from the Division of Building Inspection prior to any construction, and prior to occupancy of the new facilities.
4. The parking lot and driveways shall be paved, with spaces delineated, and landscaped in accordance with Articles 16 and 18 of the Zoning Ordinance, with a minimum of 30 parking spaces.
5. Signage shall comply with Article 17 of the Zoning Ordinance.
6. That the hours of operation be from 6:30 am to 6:00 pm, Monday through Friday.
7. A fenced and screened play area shall remain on the property that is no less than 5,000 square feet in size.
8. That the child care center be limited to a maximum enrollment of two hundred (200) children, or as allowed by the State based on the square footage of the building. Should the applicant desire to accommodate any more than 200 children in the future, BOA approval will be required.

- c. ZDP 2014-19: COVENANT CHURCH, INC./THE PINES (5/4/14)* - located at 2700 Old Todds Road.
(MSC)

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

1. Provided the Urban County Council rezones the property R-3; otherwise, any Commission action of approval is null and void.
2. Urban County Engineer's acceptance of drainage, storm and sanitary sewers.
3. Urban County Traffic Engineer's approval of street cross-sections and access.
4. Building Inspection's approval of landscaping and landscape buffers.
5. Addressing Office's approval of street names and addresses.
6. Urban Forester's approval of tree preservation plan.
7. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
8. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
9. Division of Waste Management's approval of refuse collection locations.
10. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
11. Dimension parking aisles, spaces and apron.
12. Dimension sidewalks.
13. Addition of tree preservation plan information.
14. Identify and dimension all buildings shown on plan and correct site statistics to include basement sq. ft.
15. Addition of "existing" and "proposed" zoning information on site data.
16. Addition of landscaping along northeast corner of existing parking lot and eastern property corner.
17. Discuss improvements to Old Todds Road.
18. Discuss dumpster location (existing and proposed).

4. LEXINGTON VEIN & AESTHETIC CENTER ZONING MAP AMENDMENT & INDIAN HILLS SUBDIVISION (LEXINGTON VEIN CENTER, PLLC)

- a. MAR 2014-6: LEXINGTON VEIN & AESTHETIC CENTER (5/4/14)* - petition for a zone map amendment from a Single Family Residential (R-1B) zone to a Professional Office (P-1) zone, for 0.6610 net (1.0641 gross) acres, for property located at 3116 Harrodsburg Road.

COMPREHENSIVE PLAN AND PROPOSED USE

The 2013 Comprehensive Plan's mission statement is to "provide flexible planning guidance to ensure that development of our community's resources and infrastructure preserves our quality of life, and fosters regional planning and economic development." The mission statement notes that this will be accomplished while protecting the environment, promoting successful, accessible neighborhoods, and preserving the unique Bluegrass landscape that has made Lexington-Fayette County the Horse Capital of the World. The petitioner proposes to rezone the subject property to P-1 in order to develop a new medical office building on the site.

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

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

1. The requested Professional Office (P-1) zone for the subject property is in agreement with the 2013 Comprehensive Plan, and is also in agreement with the land use recommendations of the *Indian Hills Small Area Plan*, adopted as an amendment to the 2001 Comprehensive Plan, which preceded it.
 2. The 2013 Goals and Objectives support infill & redevelopment in all areas of the Urban Services Area (A.2), call for a variety of job opportunities to be provided in the Urban County (C.1.a), and promote growth for healthcare providers and small businesses (C.2.b. & D.2.b.).
 3. The text of the 2013 Comprehensive Plan encourages site redevelopments to accommodate new growth over our planning period (p. 97). Also, growth in healthcare is especially recommended by the Plan (on p. 78) and appropriate employment land uses near neighborhoods are also recommended (on p. 74). Further, the Plan states the need to provide access between neighborhoods and jobs (p. 40 & p. 73), and the need for jobs to be provided locally with higher wages (p. 65).
 4. This recommendation is made subject to approval and certification of ZDP 2014-17: Indian Hills Subdivision (Lexington Vein Center, PLLC) 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. ZDP 2014-17: INDIAN HILLS SUBDIVISION, UNIT 1 (LEXINGTON VEIN CENTER, PLLC) (5/4/14)* - located at 3116 Harrodsburg Road. **(Wheat & Ladenburger)**

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

1. Provided the Urban County Council rezones the property P-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 map.
6. Denote that KYTC approval will be required for access to Harrodsburg Road at time of final development plan.
7. Resolve dumpster location at time of final development plan.
8. Discuss circulation around building and impact on roots of significant Cherry tree.
9. Resolve tree canopy relative to number of Ash trees at time of final development plan.
10. Discuss required landscape buffer per Article 18 of the Zoning Ordinance and Indian Hills Small Area Plan.

C. FULL PUBLIC HEARINGS ON ZONING ORDINANCE TEXT AMENDMENTS

1. **ZOTA 2014-1: AMENDMENT TO ARTICLE 5-2(a) FOR ZONING COMPLIANCE PERMITS** – petition for a Zoning Ordinance text amendment to provide clarification about when a Zoning Compliance Permit is required.

REQUESTED BY: URBAN COUNTY PLANNING COMMISSION

PROPOSED TEXT: (Note: Underlined text indicates an addition to the current Zoning Ordinance.)

ARTICLE 5: ADMINISTRATION, ENFORCEMENT AND VIOLATIONS

5-2 PERMITS REQUIRED FOR CONSTRUCTION, DEMOLITION, AND LOCATION OF STRUCTURES - Permits shall be required for the following activities and shall be issued by the designated Division in conformity with the provisions of this Zoning Ordinance.

5-2(a) ZONING COMPLIANCE PERMIT - After January 1, 2012, no building or premises shall be occupied for any use, nor any use be changed, unless a zoning compliance permit has been issued by the Division of Planning. Such permits shall not be required for agricultural uses as defined in KRS, single family or two-family residences; however, this provision shall not be construed as to exempt such uses from the requirements of the Zoning Ordinance, conditional zoning restrictions, development plan restrictions, or other similar duly enacted restrictions.

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

The Staff Recommends: **Approval** for the following reason:

1. The proposed text amendment clarifies that Zoning Compliance Permits are necessary for the occupancy of all sites, not just buildings. This modification will reduce any perceived ambiguity about when such a permit is required by the Zoning Ordinance.

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2. **ZOTA 2014-2: AMENDMENTS TO ARTICLES 8-17, 8-18, & 8-19 & ARTICLE 27 TO IMPLEMENT “DESIGN EXCELLENCE”** – petition for a Zoning Ordinance text amendment to implement, in part, the “Design Excellence” program.

REQUESTED BY: URBAN COUNTY COUNCIL

PROPOSED TEXT: *(Proposed text is available upon request from the Division of Planning)*

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

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

1. The proposed text amendment is the first step in implementing the “Design Excellence” program, as developed by the Design Excellence Task Force, an Urban County Council appointed group. The Design Excellence Task Force was tasked with creating an approach to improve the overall design aesthetic of the downtown area.
2. The proposed changes to Articles 8 and 27 will create a new Downtown Area Design Excellence Board to review applications for redevelopment, rehabilitation and demolition that result in an exterior change to a property within the three downtown business zones (Downtown Business [B-2], Downtown Frame Business [B-2A], and Lexington Center Business [B-2B]), utilizing yet-to-be adopted design standards and guidelines.

VI. **COMMISSION ITEMS**

VII. **STAFF ITEMS**

A. **Planning Services Activity Report**

B. **Zoning Enforcement Activity Report**

- Citizen complaints related to zoning issues remained relatively low in February, with only 21 new complaints received. Of those, nearly 50% were related to alleged illegal business activity. Those new cases investigated in February were in addition to 33 unresolved complaints that were carried over from January. Of the 54 complaint cases worked on in February only four were determined not to involve any zoning violations. A total of 14 cases were resolved, meaning that the necessary actions were taken by a property owner and/or tenant to bring a property into compliance.
- During February 64 conditional uses were inspected, and all were determined to be in substantial compliance. Many of these have conditions that have been “permanently satisfied”, so they have been added to our new data base of conditional uses that will not routinely be inspected once per year. That data base now includes over 200 such conditional uses, which represents a significant portion of the 700 or so conditional uses that historically have been routinely inspected on an annual basis.
- Educational efforts related to phase two of a county-wide sign enforcement effort were delayed due to bad weather, but were largely completed in February, as several hundred informational notices were hand-delivered to businesses along all of Lexington’s major road corridors. Phase one, which focused on illegal “feather signs” that had proliferated in many areas, was implemented in early 2013 and is now considered complete. Phase two is intended to focus on illegal temporary signage such as freestanding banners, small yard signs and advertising signs that are commonly attached to poles and fences. The enforcement phase of this initiative began in late February and will continue through the rest of the year. Initial indications are that roughly 90% of the properties surveyed so far have voluntarily complied with our requests to have certain signs removed.
- The regional approach to assigning enforcement cases to each of the four zoning inspectors is continuing and will likely remain in place through the end of this year. Very generally, the four regions and assigned inspectors are: western Fayette County (Harrodsburg/S. Broadway over to Leestown), including the core campus area – **Jim Hume**; southern Fayette County (Harrodsburg over to Richmond Road) – **Greg Walker**; eastern Fayette County (Richmond Road over to Bryan Station) – **Bob Phelps**; and northern Fayette County (Bryan Station over to Leestown) – **Pam Brown**. Although keeping workload balanced among the four inspectors is an ongoing challenge, it is anticipated that this approach will be beneficial for day-to-day work activities as well as for special enforcement projects (e.g., the phase 2 sign enforcement project described above).

C. **Long Range Planning Activity Report**

- **2013 Comprehensive Plan** – The Planning Commission held a public hearing on February 20 to consider the Implementation Chapter of the 2013 Comprehensive Plan. The Implementation Chapter includes projects and tasks that will be

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pursued over the next three years that will put the 2013 Plan into action. Following a brief staff presentation, the Planning Commission took comments from citizens then voted unanimously to adopt the Implementation Chapter.

- Greenspace Commission – Staff made a presentation to the monthly meeting of the Greenspace Commission about the Implementation Chapter of the 2013 Comprehensive Plan. The Commission also continued to discuss its own work plan.
- 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 – Using GIS, and Census data, 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 trainings and Webinars.

D. Transportation Planning Activity Report

1.1 Surveillance –

- The MPO staff continues to monitor the new Comprehensive Plan(s) and land development activities through participation in the LFUCG Division of Planning activities; to include monitoring Fayette and Jessamine County news media and their respective legal ads on a daily, weekly, and monthly basis.

1.2 Title VI/ADA –

- Census data was mapped to identify Equitable Target Areas for consideration in the MTP update.

1.3 Participation Process –

- MPO Website Development – In February, the MPO website had 156 visits of which 101 were new visits
- The MPO's Twitter site increased by 2 followers to 1,707 during February.
- The MPO's Facebook fan page increased by 6 likes to 576; reached 462 unique users and had 688 total daily impressions in February.
- The Lexington Area MPO YouTube channel has a total of 28 videos; 18 subscribers; 33,458 lifetime views.

1.4 Staff Development –

- Staff attended a webinar titled "Urban Area Boundary Review for Local Officials," that was presented by the KYTC Division of Planning.

2.1 Congestion Management Process (CMP) –

- Staff continued to work with the Kentucky Transportation Center (KYTC) and Kentucky Transportation Cabinet (KYTC) staff to process the GPS-probe speed data and calculate congestion management criteria and performance measures.
- Staff reviewed Smart Congestion Relief report titled "Comprehensive Evaluation of Traffic Congestion Costs and Congestion Reduction Strategies," published by Victoria Transport Policy Institute in January 2014 .
- Staff drafted congestion management process, volume to capacity ratio, and level of service sections of the Metropolitan Transportation Plan
- Staff continued to participate in the administration of the Downtown Traffic Movement and Revitalization Study and attended meetings with various stakeholders.

2.2 Transportation Plan Update –

- Staff continued periodic MTP update meetings.
- Staff continued update efforts including finalizing financial forecasts and draft recommended projects, and extensive work on plan text and graphics.
- Staff reviewed and incorporated project locations from the Jessamine County Task Force into the MTP process.

2.3 Air Quality Activities –

- Staff continued to monitor air quality issues.
- Staff requested and received the final monitor readings for 2013.
- Staff conducted an Empower Lexington Transportation Sub-team meeting and attended two Steering committee meetings.

3.1 Transportation - Land Use Impact Analysis

- Reviewed two (2) zone changes zoning development plans and participated in one (1) zoning review meeting and one Board of Adjustment cases (to include the review of two (2) conditional use permits and zero administrative reviews
- Monitored Urban County Zoning, Subdivision Regulations, and related manuals as necessary for the Planning Services Section's continual and on-going procedural and infrastructure improvement process; meet once a month to discuss traffic, land-use, on-site/off-site issues, and related regulatory requirements.
- Reviewed the Jessamine Journal's legal ads for Jessamine County, the City of Nicholasville, and the City of Wilmore's proposed land use changes and zoning proposals, and monitored for transportation and related traffic issues in February.
- Traffic counts were provided to one realtor during this period.
- Reviewed (14) development plans for bike and pedestrian facilities, and ADA compliance.

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

3.2 Multimodal/Transportation Enhancement Planning –

- Responded to citizen/agency requests for information on bike and pedestrian issues.
- Responded to citizen/agency requests for bike maps and new bike lanes.
- Responded to citizens concerns over poor conditions in bike lanes.
- Researched and pursued opportunities for cycle track phone application for tracking bicycle usage in Fayette and Jessamine Counties.
- Interviewed by the Herald Leader regarding bicycling use and safety in the Lexington Area.
- Interviewed by the Herald Leader regarding sidewalk snow removal policies, enforcement and education.
- Attended Planning Technical committee meeting to address bicycle and pedestrian circulation for new plans submitted to LFUCG.
- Reviewed and approved Plans for bicycle and pedestrian circulation on plan tracker as sign off for LFUCG division of Planning.
- BPAC meeting agenda, minutes.
- Participated in the UK bicycle advisory committee meeting.
- Continued to work to implement Share the Road signage including soliciting quotes and coordinating with the KYTC Office of Local programs regarding grant requirements.
- Continued work on five year bike plan for the commissioner.
- Attended Bike Lexington planning meetings.
- Staff had a phone freight assessment audit with FHWA.
- Developed striping plans for the bike lane signage and striping project.

3.3 Transit Planning –

- Staff coordinating with Lextran and Art in Motion to establish CMAQ funded bus shelters on Southland Drive and Lee-stown Road; Bidding for contractors ends March 26th.
- Staff attended monthly Lextran board meeting as well as work session for this month.
- Staff assisting Councilman Akers with investigating suitable shelter sites on the Georgetown Corridor (925 Georgetown St). Coordinating with District-7 on adjacent intersection improvements.
- Staff attending local Food Percolator meetings discussing local food distribution issues.
- Staff working on urban area boundary edit for census. Attended Webinar and working with files now.
- Staff coordinating efforts (attended council sessions overseeing approval) for Gardenside Bus Shelter restoration project.
- Staff was part of jury for new art to be placed in bus shelters on Newtown Pike and Elm Tree Lane.

3.4 Mobility Coordination –

- Staff continued promotion and site development at www.moveitpeople.com.

3.5 Travel Demand Modeling and Project Forecasting –

- Staff continues to maintain the TransCad Travel Demand Model (TDM).
- Staff reviews and runs the model and in contact with KYTC and consultants to improve the model or solve some issues

4.1 Program Administration –

- Committee meeting packets were drafted for Transportation Planning/MPO meetings held in the month: the Bicycle Pedestrian Advisory Committee (BPAC), and the Congestion Management Committee (CMC).
- Staff drafted, finalized, and submitted the Annual Accomplishment Report to the Division of Planning.

4.2 Transportation Improvement Programming (TIP) –

- Staff drafted TIP Modification #4.
- Staff coordinated a Project Coordination Team (PCT) meeting.

4.3 Unified Planning Work Program (UPWP)

- Staff submitted the annual UPWP proposal of FY 2014 - 2015 to the KYTC Division of Planning for review and comments.

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 re-hearing, 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 April, 2014

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

Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	April 3, 2014
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	April 3, 2014
Subdivision Items Public Meeting , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	April 10, 2014
Planning Commission Work Session, Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	April 17, 2014
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	April 23, 2014
Zoning Items Public Hearing , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	April 24, 2014

X. ADJOURNMENT

TLW/TM/CT/BJR/BS/src

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