

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

April 24, 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 March 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, April 3, 2014, at 8:30 a.m. The meeting was attended by Commission members: Carolyn Plumlee, Joe Smith, Will Berkley, Karen Mundy and Mike Owens. Committee members in attendance were: Hillard Newman, Division of Engineering; and Jeff Neal, Division of Traffic Engineering. Staff members in attendance were: Bill Sallee, Tom Martin, Cheryl Gallt, Dave Jarman, Denice Bullock and Scott Thompson, as well as Captain Greg Lengal and Lieutenant Joshua Thiel, Division of Fire & Emergency Services; and Ed Gardner, 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.

- V. **ZONING ITEMS** - The Zoning Committee met on Thursday, April 3, 2014, at 1:30 p.m. in the Division of Planning Office. The meeting was attended by Commission members Mike Cravens, David Drake, 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)
- 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.

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1. **COLLINS-WATHEN PROPERTIES, LLC, ZONING MAP AMENDMENT & MARY SWIFT, ET AL. PROPERTY, LOT 3, ZONING DEVELOPMENT PLAN**

- a. MARV 2014-7: COLLINS-WATHEN PROPERTIES, LLC (6/1/14)* – petition for a zone map amendment from a High Density Apartment (R-4) zone to a Neighborhood Business (B-1) zone, for 0.441 net (0.515 gross) acre, for property located at 508 West Second Street. Dimensional variances are also requested with this application.

COMPREHENSIVE PLAN AND PROPOSED USE

The 2013 Comprehensive Plan's Goals and Objectives recommend identifying opportunities for infill, redevelopment and adaptive reuse that are respectful of an area's context and design features (Theme A, Goal 2a); providing for well-designed neighborhoods and communities (Theme A, Goal 3); providing entertainment and other quality of life opportunities that will attract young professionals and a workforce of all ages and talents to Lexington (Theme C, Goal 2d); encouraging the renovation, restoration, development and maintenance of historic structures (Theme D, Goal 2b); and encouraging mixed-use sustainable development with the Urban Service Area (Theme E, Goal 1b). The subject property is located within the *Downtown Master Plan* boundary, a 2005 planning effort of the Lexington Downtown Development Authority (DDA).

The petitioner proposes to rezone the property to the B-1 zone in order to renovate the existing structure for a mix of uses, including a restaurant, retail sales, office, and residential. The petitioner is also requesting a variance for landscaping along the shared property line with the Ballard-Griffith Towers.

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

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

1. The requested Neighborhood Business (B-1) zone for the subject property is in agreement with the 2013 Comprehensive Plan for the following reasons:
 - a. The Goals and Objectives recommend: 1) identifying areas of opportunity for infill, redevelopment and adaptive reuse that respect the area's context and design features (Theme A, Goal 2a); and 2) providing a well-designed neighborhood and community (Theme A, Goal 3). This adaptive reuse development will maintain the historic structure, which is already in keeping with the neighborhood and is a contributing structure to the Northside National Register Historic District.
 - b. The Goals and Objectives encourage providing entertainment and other quality of life opportunities that attract young professionals and a workforce of all ages and talents to Lexington (Theme C, Goal 2d). The applicant is proposing to further the resurgence of the Jefferson Street corridor by including a mixture of uses in their proposed reuse of the site.
 - c. The Goals and Objectives support the renovation, restoration, development and maintenance of historic structures (Theme D, Goal 2b). The petitioner will renovate and restore the existing historic residential structure and its addition for the proposed mixture of uses.
 - d. The Goals and Objectives encourage compact, contiguous and/or mixed use sustainable development within the Urban Service Area, as guided by market demand, to accommodate future growth needs (Theme E, Goal 1b). The mixed use, adaptive reuse of the property will, in its own small way, help alleviate pressure to expand the Urban Service Area in the future.
 - e. The Goals and Objectives of the 2013 Comprehensive Plan are supported by the applicant's requested rezoning, and the requested B-1 zone is compatible with the adjacent zoning to both the south (Jefferson Street) and the northeast (West Jefferson Place).
2. This recommendation is made subject to approval and certification of ZDP 2014-28: Mary Swift, et al. Property (Lot 3), 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 VARIANCES**

1. Reduce the zone-to-zone screening requirements along the northwest and southwest property lines: a) the required width from 15' to 5', and b) the hedge requirement from a double row 6-foot high hedge to a single row 3-foot high hedge.

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

The Staff Recommends: **Approval of the requested landscape variances**, for the following reasons:

- a. Granting the requested landscape variances will not adversely affect the public health, safety or welfare; will not alter the character of the general vicinity, and will not cause a hazard or nuisance to the public. The variances are requested because no physical change or expansion of the existing building or parking lot is proposed by the applicant, and because it would be impossible to provide a 15-foot buffer with a double-row hedge without losing a substantial amount of parking, which will be needed for the uses proposed with the redevelopment of the property.
- b. Granting the requested landscape variances will not result in an unreasonable circumvention of the Zoning Ordinance because the previous use of the property (Planned Parenthood) required only vehicular use area

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screening, which currently exists. Planned Parenthood was a non-residential use of a residentially-zoned property and maintained only the required (although minimal) vehicular use area screening. It is because the zoning of the property is changing that the zone-to-zone screening would be required. The proposed use will likely not be much, if any, more intense than the previous use of the property, and the existing screening will be enhanced to meet current requirements.

- c. The special circumstance that applies to this property that does not generally apply to land in the general vicinity is that the two sides of the property that require the zone-to-zone screening are bounded by parking lots and a local street that provides access to the subject property, as well as other properties. There are existing trees along those two property lines that will be supplemented with a 3-foot hedge, which is consistent with vehicular use area screening, and which meets the intent of the landscape requirements.
- d. Strict application of the requirements of the Zoning Ordinance would deprive the applicant of a reasonable use of the property and would create an unnecessary hardship because there is already screening between this property and the adjacent properties. The applicant is not planning any substantial change to the existing parking area; and there are no physical changes (other than interior) associated with the property, which has been occupied as a non-residential use for decades, although under residential zoning.
- e. Although the circumstances surrounding the requested variances are due to the proposed zone change, the property was used as a community center/health facility for approximately 40 years. The proposed uses of the property will likely be no more intense than the previous use. The vehicular use area, which is existing, will remain unchanged except for supplementing the landscaping to meet current requirements of the Zoning Ordinance for vehicular use areas. The rezoning has been requested to allow the property to mesh with the revitalization of the Jefferson Street Corridor and to provide a transitional use between the existing commercial uses of the corridor and the residential uses that adjoin the subject property.

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

- 1. Provided the Urban County Council rezones the property B-1; otherwise, any Commission action of approval of this variance is null and void.
 - 2. Should the property be rezoned, it shall be developed in accordance with the approved Development Plan, as amended by a future Development Plan approved by the Commission, or as a Minor Amendment permitted under Article 21-7 of the Zoning Ordinance.
 - 3. A note shall be placed on the Zoning Development Plan indicating the variances that the Planning Commission has approved for this property [under Article 6-4(c) of the Zoning Ordinance].
 - 4. Prior to obtaining an Occupancy Permit, the applicant shall obtain a Zoning Compliance Permit from the Division of Planning.
 - 5. The vehicular use area shall be landscaped with a continuous 3-foot hedge, as generally required by the Zoning Ordinance for vehicular use areas. This shall be completed prior to issuance of a Certificate of Occupancy for any of the proposed uses.
 - 6. A note shall be added to the development plan indicating that the need for additional landscaping will be considered along the property lines in the event a future redevelopment is proposed for the subject property.
- c. ZDP 2014-28: MARY SWIFT, ET AL. PROPERTY, LOT 3 (6/1/14)* - located at 508 West Second Street.
(Barrett Partners)

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

- 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.
- 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. Resolve off-site parking.
- 12. Resolve required open space and use and maintenance of detention basin to meet those requirements.

2. BURLEY PARTNERS, LLC, ZONING MAP AMENDMENT & LYNN GROVE ADDITION, LOTS 8-17 (BURLEY CONDOMINIUMS) ZONING DEVELOPMENT PLAN

- a. MARV 2014-8: BURLEY PARTNERS, LLC (6/1/14)* – petition for a zone map amendment from a Single Family Residential (R-1D) zone to a High Density Apartment (R-4) zone, for 0.9 net (1.1 gross) acres, for property located at

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201 & 205 Burley Avenue; 1107, 1109 & 1111 Stillwell Avenue. Dimensional variances are also requested with this application.

COMPREHENSIVE PLAN AND PROPOSED USE

Related to the proposed rezoning, the 2013 Comprehensive Plan Goals and Objectives recommend expanding housing choices (Theme A, Goal 1); supporting infill and redevelopment as a strategic component of growth, including compact and contiguous growth (Theme A, Goal 2 and Theme E, Goal 1b); providing for well-designed neighborhoods and communities (Theme A, Goal 3); and improving a desirable community by working to achieve an effective and comprehensive transportation system (Theme D, Goal 1). *Chapter 7: Maintaining a Balance between Planning for Urban Uses and Safeguarding Rural Land* of the 2013 Plan also addresses specific recommendations for Infill and Redevelopment within Lexington-Fayette County.

The applicant proposes redeveloping the subject property with a combination of single family townhouse and multi-family dwelling units, and associated off-street parking. The plan depicts 14 dwelling units, which represents a density of 15.55 dwelling units per net acre. Dimensional variances are requested in conjunction with the requested zone change for the subject property.

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

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

1. The requested High Density Apartment (R-4) zoning for the subject property is in agreement with the 2013 Comprehensive Plan's Goals and Objectives for the following reasons:
 - a. The Goals and Objectives recommend expanding housing choices within the community. This development will provide two types of housing on the subject property, with single-family residences remaining in the immediate vicinity (Theme A, Goal 1).
 - b. The Goals and Objectives support infill and redevelopment of a compact and contiguous nature as a strategy for community growth (Theme A, Goal 2 and Theme E, Goal 1b). The applicant is proposing to add 14 dwelling units, at a density of 15.55 dwelling units per acre, where only one residence now exists. The proposed density is more compatible with the current redevelopment trend in this neighborhood.
 - c. The Goals and Objectives support improving a desirable community by working to achieve an effective and comprehensive transportation system (Theme D, Goal 1). The proposed development can provide pedestrian connections and street improvements in a neighborhood with a higher than average number of pedestrians and students.
 - d. *Chapter 7* of the 2013 Plan also addresses specific recommendations for Infill and Redevelopment within Lexington-Fayette County, including consideration of multi-modal transportation and open space (pg. 101), and respecting the context and character of a neighborhood (pg. 102). In designing the redevelopment, the applicant has attempted to respect the scale and character of the neighborhood by proposing primary entrances along the street, and buildings with a maximum of two stories and sloped roofs to address the goal of well-designed neighborhoods and communities (Theme A, Goal 3).
 - e. The Goals and Objectives of the 2013 Comprehensive Plan are supported by the applicant's requested rezoning, and the requested R-4 zone is compatible with the adjacent zoning to both the northwest (Riddell Plaza) and the east (Lynn Grove Addition).
 2. This recommendation is made subject to approval and certification of ZDP 2014-29: Lynn Grove Addition, Lots 8-17 (Burley Condominiums), 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 VARIANCES
1. Reduce the front yard setback from Burley Avenue from 20' to 5'.
 2. Reduce the front yard setback from Stillwell Avenue from 20' to 5'.
 3. Project exterior yard from 20' to 5'.
 4. Reduce the property perimeter landscape buffer for an adjacent residential zone from 6' to 2.5'.
 5. Reduce zone-to-zone perimeter landscape buffer for an adjacent business zone from 15' to 4'.

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

The Staff Recommends: **Postponement of the requested variances**, for the following reasons:

1. No justification has been submitted for the requested variances as of the date of this report. This should be provided by the applicant, and reviewed by the staff, prior to a substantive recommendation on the requested variances.
- c. ZDP 2014-29: LYNN GROVE ADDITION, LOTS 8-17 (BURLEY CONDOMINIUMS) (6/1/14)* - located at 1107, 1109 and 1111 Stillwell Avenue and 201 and 205 Burley Avenue. **(Abbie Jones Consulting)**

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The Subdivision Committee Recommended: **Postponement**. There are questions regarding the compliance with the open space, off-street parking and floor area ratio requirements.

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

1. Provided the Urban County Council rezones the property R-4; 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: No building permits shall be issued unless and until a final development plan is approved by the Planning Commission.
7. Delete all subdivision plan lotting information and correct plan title.
8. Delete property description information.
9. Delete specific utility information and add proposed and existing easements.
10. Delete TPP.
11. Delete notes #4, #9 and #11.
12. Correct floodplain note to correct effective date.
13. Addition of street cross-sections.
14. Delete 12' pavement replacement reference.
15. Delete sight triangle reference.
16. Dimension sidewalks, landings and balconies.
17. Correct proposed zone in site statistics.
18. Clarify lot coverage and floor area ratio in site statistics.
19. Addition of building dimension.
20. Denote common space maintenance per Art 9-6(j) of the Zoning Ordinance.
21. Denote that compliance with Art. 15-7(a) and (b) shall be determined at final development plan.
22. Clarify or remove variance cross-sections.
23. Denote number of dwelling units and bedrooms in site statistics.
24. Discuss parking requirement generator (bedrooms vs. dwelling units).
25. Discuss street frontage improvements proposed.
26. Discuss right-of-way and building line along Stillwell Avenue.
27. Discuss compliance with minimum open space requirement.

VI. COMMISSION ITEMS

- A. **INITIATION OF ZONING MAP AMENDMENT** - The staff will request Commission initiation of a zone map amendment as part of the South End Park redevelopment project.
- B. **BOAR 2014-1: JOSEPH H. CLARK & JOSEPH P. CLARK** – an appeal of the Board of Architectural Review's denial of a Certificate of Appropriateness for a 2-story exterior elevator addition at 458 W. Third Street.

The Staff Recommends: **Disapproval** and that the decision of the BOAR be upheld, for the following reason:

1. The denial of a Certificate of Appropriateness by the Board of Architectural Review is consistent with their charge in determining appropriateness of requested alterations to a property, based on the Design Guidelines established by the local Historic Preservation Commission, specifically Guidelines II.A.4.A. and II.A.4.F., as they apply to the construction of a 2-story elevator addition near the front of property at 458 W. Third Street.
- C. **BOAR 2014-2: JOE COSTA** – an appeal of the Board of Architectural Review's denial of a Certificate of Appropriateness for demolition and reconstruction of a kitchen addition at 461 N. Limestone Street.

The Staff will report at the hearing.

VII. STAFF ITEMS

A. **Planning Services Activity Report**

- During the month of March, the Planning Services staff processed 5 zoning map amendments and 2 text amendment to the Zoning Ordinance. Also, 10 Board of Adjustment cases were processed for the Board's March meeting. Some 45 subdivision and development plans were also processed and reviewed by Planning Services staff in March. In addition, 3 appeals from the Board of Architectural Review were processed by the staff. All of the new staff reports for these items were forwarded to those appellants at least five working days in advance of scheduled public meetings and public hearings.

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- 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 3 pre-application conferences for zoning applications, and several other pre-application meetings for subdivision plans, development plans and various appeals to the Planning Commission and Board of Adjustment.
- In March, there were 16 updates made to the Registered Neighborhood Association data base, and Planning Services staff assisted 157 unscheduled “walk-in” visitors to the office, all but one of which were served within 15 minutes of their arrival. Those office visitors were placed with a professional planning staff member in an average of 1.61 minutes. Much of the remainder of the staff’s time was spent answering numerous telephone and e-mail inquiries from citizens concerning zoning regulations, subdivision plans, Board of Adjustment (BOA) appeals, development plans and related items, or posting applications and submitted plans on the Division of Planning web-page.
- Also in March, Planners Cheryl Gallt and David Jarman attended weekly meetings of the “Commercial Plan Review Board” held every Tuesday in the Division of Building Inspection. In March, Dave and Cheryl assisted in helping that division review 8 applications for new buildings and/or additions to existing buildings, and 27 applications for remodeling of existing commercial properties, including “fit-ups.”
- Senior Planner Tom Martin attended the Stormwater Stakeholders Advisory Committee meeting on behalf of the Division of Planning, which was held on March 7th.
- On March 21st, Tom Martin attended a meeting of the Tree Board Public Policy subcommittee meeting in order to review standard language for tree protection provisions in government contracts.

B. Zoning Enforcement Activity Report

- Citizen and other complaints related to zoning issues rose sharply in March, with 69 new complaints received. This sharp increase is partly due to enforcement actions related to the Phase two county-wide sign compliance initiative (see details below), and partly due to the usual springtime increase in outdoor activity and citizen input. The 69 new cases investigated in March were in addition to 36 unresolved complaints that were carried over from February. Of the 105 cases worked on in March only three were determined not to involve any zoning violations. A total of 59 cases were resolved, meaning that the necessary actions were taken by a property owner and/or tenant to bring a property into compliance.
- During March a total of 58 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 well 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.
- With educational efforts winding down, enforcement activities (issuance of Notices of Violation and citations, etc.) related to the Phase two sign compliance initiative kicked into high gear during March. The first phase, 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 focusing on illegal temporary signage such as freestanding banners, small yard signs and advertising signs that are commonly attached to poles and fences. It is estimated that through voluntary compliance (associated with educational efforts) and follow-up enforcement at a few difficult locations, several hundred illegal signs have been removed since the beginning of the year.
- Staff spent a considerable amount of time in March dealing with challenging enforcement cases involving business vehicles that are being parked and/or stored in residential areas. Tow trucks and tractor-trailer trucks were the primary concern, as both of those types of business vehicles are prohibited in residential zones. Neighborhood monitoring has been elevated to ensure that vehicle owners and operators are treated consistently and in a manner not totally dependent on whether or not a formal complaint has been filed for a particular property.

C. Long Range Planning Activity Report

- Regional Planning Council – The Bluegrass Regional Planning Council held its bi-monthly meeting at the Bluegrass ADD. Jason Hart, Director of the city of Richmond Planning and Zoning Department and David Uckotter, Senior Project Manager at CDP made a presentation about an access management plan recently developed for Richmond. Mr. Uckotter is the former director of the Division of Engineering for LFUCG.
- Greenspace Commission – The Greenspace Commission reviewed the draft Recreational ZOTA currently being considered by the Planning Commission. They also discussed the status of tree maintenance along State roads and reported on the status of their work plan.
- Fourth Street Advisory Committee – A committee of interested citizens and community leaders held its final meeting to consider potential redevelopment and rezoning options for areas around the new BCTC campus at Newtown Pike and

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Fourth Street. The committee, lead by the Division of Planning and Lord Aeck Sargent (formerly Urban Collage) discussed existing zoning and development conditions and options for the future. A public forum will be scheduled to present a draft of the committee's recommendations before preparing the final report, which will be presented to the Planning Commission. The committee includes representatives from neighborhood associations, businesses, land owners, BCTC and Transylvania University, and first and second council districts.

- Landscape Architecture Studio – Staff participated, along with staff from Lexington Downtown Development Authority, Lord Aeck Sargent, and the NoLi CDC (North Limestone Community Development Corporation) in reviewing the studio work of a Landscape Architecture class at the University of Kentucky. The class had begun the process of collecting data on the history, demographics, and existing conditions of an area northwest of downtown that centers on the NoLi project, which is an area along North Limestone and Loudon Avenue. The students made group presentations and then invited the review panel to comment and offer suggestions.
- 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.
- Staff attended the Blue Grass Airport Board Meeting.

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 March, 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 March.
- The MPO's Facebook fan page increased by 6 likes to 576; reached 462 unique users and had 688 total daily impressions in March.
- The Lexington Area MPO YouTube channel has a total of 28 videos; 18 subscribers; 33,458 lifetime views.
- Public input was recorded by staff at two MTP meetings.

1.4 Staff Development –

- Staff registered and attended a webinar titled "Let's Talk Performance: Best Practices for Collaborating on Data Sharing and Data Analytics," that was presented by Federal Highway Administration.

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 an FHWA report titled "Performance-Based Planning and Programming Guidebook," that addresses the application of performance management to help achieve desired performance outcomes.
- Staff reviewed congestion management strategies published on the KYTC congestion management toolbox website
- 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 finalized a draft document and opened a 30-day public review period. The draft was distributed to consultation partners, public libraries, and committee members. Public meetings were held in Fayette and Jessamine Counties.

2.3 Air Quality Activities –

- Staff continued to monitor air quality issues.
- Staff provided VMT data to LFUCG to help develop an inventory of GHG.

3.1 Transportation - Land Use Impact Analysis

- Reviewed one returning (postponed) zoning map amendment, three (3) new zoning map amendment requests with associated zoning development plans; staff participated in one (1) zoning review meeting; and two ZOTAs. Board of Adjustment cases (to include the review of four (4) variances, four (4) conditional use appeals, and two (2) administrative reviews for the month.
- 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 website for Jessamine County, the City of Nicholasville, and the City of Wilmore's latest planning and land development news; including monitored transportation and related traffic issues in March
- Traffic counts were provided to three development consultants during this period.
- Reviewed (6) development plans for bike and pedestrian facilities, and ADA compliance.

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 Leestown 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
- Staff provided the model data to the several consultants and KYTC.

4.1 Program Administration –

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

4.2 Transportation Improvement Programming (TIP) –

- Staff updated the SLX tracking spreadsheet.

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 May, 2014**

Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	May 1, 2014
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	May 1, 2014
Subdivision Items Public Meeting , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	May 8, 2014
Planning Commission Work Session, Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	May 15, 2014
Zoning Items Public Hearing , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	May 22, 2014
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	May 28, 2014
Planning Commission Work Session, Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	May 29, 2014

X. **ADJOURNMENT**

TLW/TM/CT/BJR/BS/src

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