

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

May 22, 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 April 24, 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, May 1, 2014, at 8:30 a.m. The meeting was attended by Commission members: Carolyn Plumlee, Joe Smith, Will Berkley, Karen Mundy, Frank Penn 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: Bill Sallee, Tom Martin, Cheryl Gallt, Dave Jarman, Denice Bullock and Kelly Hunter, as well as Captain Greg Lengal and Lieutenant Joshua Thiel, Division of Fire & Emergency Services; 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.

- V. **ZONING ITEMS** - The Zoning Committee met on Thursday, May 1, 2014, at 1:30 p.m. in the Division of Planning Office. The meeting was attended by Commission members Carla Blanton, Patrick Brewer, 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.

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** – 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. LITTLE BEGINNERS CHILD DEVELOPMENT CENTER ZONING MAP AMENDMENT & LITTLE BEGINNERS CHILD DEVELOPMENT CENTER (FKA GRACE APOSTOLIC CHURCH) ZONING DEVELOPMENT PLAN

- a. MARC 2014-9: LITTLE BEGINNERS CHILD DEVELOPMENT CENTER (6/29/14)* – petition for a zone map amendment from a Single Family Residential (R-1B) zone to a Planned Neighborhood Residential (R-3) zone, for 0.91 net (1.00 gross) acre, for property located at 474 Stone Road. A conditional use permit is also requested with this zone change.

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

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 a child care center to care for 85 children on the property. A conditional use permit has also been requested as part of this zone change.

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

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

1. The proposed Planned Neighborhood Residential (R-3) zoning is appropriate and the existing Single Family Residential (R-1B) zoning is inappropriate, for the following reasons:
 - a. The subject property is surrounded by residential zoning; thus, the proposed R-3 zone is compatible with the adjacent zoning. Other zoning categories that permit child care centers, such as a Professional Office (P-1) or Neighborhood Business (B-1) zone, could permit more intense commercial uses at this location.
 - b. The proposed child care center, similar to the church, acts as an appropriate buffer and transitional land use between the residential neighborhoods to the west and north, and the Kentucky Utilities facility to the south.
 - c. The R-1B zoning is inappropriate because the site has never been used for a residential use, and no more than one single family residence could be located on the site without construction of a public street. The site is currently underutilized, and if it remained zoned R-1B that would continue to be the case. Absorbing vacant and underutilized land inside of the Urban Service Area is consistent with the 2013 Comprehensive Plan.
 - d. A child care center is a beneficial and necessary neighborhood service for this portion of the Urban Services Area.
 - e. Rezoning the property to an R-3 zone will allow a greater number and variety of uses on the site that can act as a buffer between the Kentucky Utilities facility to the south and the single-family residential uses to the north and west.
2. This recommendation is made subject to the approval and certification of ZDP 2014-39: Little Beginners Child Development (fka Grace Apostolic Church), 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 Staff Recommends: **Approval**, for the following reasons:

- a. A child care facility at this location, operated under typical days and times, should not adversely affect the subject or surrounding properties. A church has existed at this location for about 50 years, and the similar use of a child care center should not cause a problem if it continues as the principal use of the property. The existing building, the parking, and other facilities can easily accommodate the proposed use.
- b. All necessary public facilities and services are available and adequate for the proposed use, including sanitary sewer service available in this area under the Capacity Assurance Program.

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 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 Planning 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 a Zoning Compliance Permit and a Certificate of Occupancy shall be obtained from the Division of Planning and the Division of Building Inspection, respectively.
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 14 off-street parking spaces.
5. Signage shall comply with Article 17 of the Zoning Ordinance for this use.
6. That the hours of operation be from 6:00 am to 6:00 pm, Monday through Friday.
7. A fenced and screened play area shall be established on the property that is no less than 2,125 square feet in size.
8. That the child care center be limited to a maximum enrollment of eighty five (85) children, or as allowed by the State based on the square footage of the building. Should the applicant desire to accommodate any more than 85 children in the future, approval will be required by the Board of Adjustment.

- c. ZDP 2014-39: LITTLE BEGINNERS CHILD DEVELOPMENT (FKA: GRACE APOSTOLIC CHURCH) (6/29/14)*
- located at 474 Stone Road. **(Moore Surveying)**

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 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. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
7. Division of Waste Management's approval of refuse collection locations.
8. Denote construction access location.
9. Complete exterior dimensions of building on plan.
10. Denote height of building (in feet).
11. Denote floor area of structure(s) in site statistics.
12. Denote proposed and existing easements on plan.
13. Addition of tree protection information.
14. Addition of street frontage in site statistics.
15. Addition of building line setback on plan.
16. Delete note #1.
17. Clarify street cross-section for Stone Road.
18. Denote Planning Commission's approval of the Conditional Use Permit on plan.
19. Resolve extent of improvements for entrance (apron) to the approval of the Division of Traffic Engineering.

2. RML CONSTRUCTION, LLP, ZONING MAP AMENDMENT & CADENTOWN SUBDIVISION, LOT 10 (BRIGHTON 3050) ZONING DEVELOPMENT PLAN

- a. MARV 2014-10: RML CONSTRUCTION, LLP (6/29/14)* – petition for a zone map amendment from a Single Family Residential (R-1D) zone to a High Density Apartment (R-4) zone, for 0.92 net (0.92 gross) acre; and a Neighborhood Business (B-1) zone, for 1.01 net (1.22 gross) acres, for property located 2985 Liberty Road. Landscape variances are also requested 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 a High Density Apartment (R-4) zone for about half of the subject property to allow for construction of a 24-unit apartment building, which is planned to be incorporated into the "Brighton 3050" (formerly "The Summit") apartment complex. The petitioner proposes a Neighborhood Business (B-1) zone for the remainder of the property for a mixed-use building with 12,500 square feet of retail space on the first floor, and 16 residential units on the second and third stories of the building, with associated off-street parking. Overall, the site is planned to have 40 dwelling units.

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) zone and Neighborhood Business (B-1) zone are appropriate and the existing Single Family Residential (R-1D) zone is inappropriate, for the following reasons:
 - a. Single family residential development is possible at this location, although the surrounding uses suggest that a more intense use of the property is more appropriate. The closest single family residence is over 400 feet away and is located along Cadentown Road.
 - b. The proposed rezoning of the subject property will allow uses in keeping with the existing character of the area. This portion of the Urban Service Area has developed with a combination of neighborhood business and office uses fronting along Man o' War Boulevard, with residential uses located to the rear of the business uses or along Liberty Road.
 - c. The petitioner's proposed rezoning is generally in keeping with the established development pattern of the immediate area, because the planned neighborhood business zoning will extend to generally the same boundary as that for the CVS Pharmacy located directly across Liberty Road.
2. This recommendation is made subject to the approval and certification of ZDP 2014-40: Cadentown Subdivision, Lot 10 (Brighton 3050), 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. Eliminate the B-1 to R-4 zone-to-zone screening and vehicular use area screening requirements internal to the site on property located at 2985 Liberty Road.

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 providing the required landscaping between the B-1 and R-4 zones would be contrary to the applicant's intent to integrate the mixture of commercial and residential uses.
- b. Granting the requested landscape variances will not result in an unreasonable circumvention of the Zoning Ordinance because zone-to-zone screening is designed to "require buffering between incompatible land uses," and the proposed mixture of land uses will be compatible (rather than incompatible) with each other. Landscaping will be provided by the developer throughout the property that will accomplish the purpose of the general provisions of Article 18 without impairing the mixed-use development concept associated with this proposal.
- c. The special circumstance that applies to this property that does not generally apply to land in the general vicinity is the intent to develop a small mixed-use development that will be integrated into both the existing apartment complex and the existing Brighton Place shopping center.
- 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 the internal screening of the uses would be contrary to the concept of an integrated mixed-use development.
- e. Although the circumstances surrounding the requested variances are associated with the proposed zone change, the variances are requested in an effort to accomplish an efficient design and place the landscaping in more appropriate locations on the 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, or 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.

- c. ZDP 2014-40: CADENTOWN SUBDIVISION, LOT 10 (BRIGHTON 3050) (6/29/14)* - located at 2985 Liberty Road.
(EA Partners)

The Technical Committee and Staff Recommended: **Postponement**. There are some questions regarding the compliance with the R-4 lot; yard and height requirements; and the B-1 residential open space requirements.

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

1. Provided the Urban County Council rezones the property R-4/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 map.
6. Addition of street cross-sections.
7. Denote all proposed and existing easements.
8. Denote final record plat information on plan.
9. Denote written scale on plan.
10. Discuss zone-to-zone screening (residential & business zones).
11. Discuss drive-through lane proposed in the existing right-of-way.
12. Discuss conceptual stormwater detention and/or other planned drainage controls.
13. Discuss R-4 open space requirements.
14. Discuss R-4 lot, yard and height requirements for new building.
15. Discuss B-1 residential open space requirements for new dwelling units.
16. Discuss off-site parking improvements and dumpster location, as well as the timing for amending the existing final development plan for property to the south.
17. Discuss access to adjoining property.

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VI. COMMISSION ITEMS

- A. PFR 2014-1: LFUCG SENIOR CITIZENS CENTER** – a Public Facility Review for a new Senior Citizens Center at 195 Life Lane (aka a portion of 212 St. Ann Drive).

SUMMARY FINDINGS: There are no Goals or Objectives of the Comprehensive Plan that are in opposition to the use of a portion of Idle Hour Park as the new Senior Citizens Center. There is no longer a Land Use Element of the Plan; however, the previous Land Use Element recommended Public Recreation for the property, based on the fact that it has been owned and operated by the Urban County Government for several years as a public park. Several Goals and Objectives, as well as the text of the Plan, support the project. In particular, there is a recommendation in the Comprehensive Plan to customize parks in order to “respond to adapting trends, demographics and flexible uses.” This recommendation was based on the results of a 2008 survey and a recommendation in the 2009 *Parks and Recreation Master Plan*, which recommend, respectively, that parks be considered for additional activities and facilities, such as senior centers; and that the Division of Parks and Recreation “create and identify opportunities for joint use facilities and for more flexibility to use parks in multiple ways.” The purpose of the new Senior Citizens Center is to accommodate more attendees and better programming opportunities, as the existing facility is no longer adequate to serve its participants. The reason for choosing Idle Hour Park is to provide a fairly centralized, easily accessible facility that has existing amenities and that will accommodate a larger building, sufficient parking and associated activities, all of which is endorsed by the Comprehensive Plan, either directly or indirectly.

RECOMMENDATION:

1. That the parking area be screened in a manner comparable to what is depicted on the submitted site plan.

- B. INITIATE A TEXT AMENDMENT FOR HANDICAP RAMPS** – The staff will request Commission initiation of a Zoning Ordinance text amendment to Article 15-5(a) to further the goals of the Americans with Disabilities Act.

VII. STAFF ITEMS**A. Planning Services Activity Report**

- During the month of April, the Planning Services staff processed 4 zoning map amendments and 1 text amendment to the Zoning Ordinance. Also, 14 Board of Adjustment cases were processed for the Board's April meeting. Some 47 subdivision & development plans were also processed and reviewed by Planning Services staff members in April. In addition, 2 appeals from the Board of Architectural Review were processed by the staff. All but one 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.
- 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 2 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 April, there were 20 updates made to the Registered Neighborhood Association data base, and Planning Services staff assisted 182 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 1.40 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 post-ing applications and submitted plans on the Division of Planning web-page.
- Also in April, 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 April, Dave and Cheryl assisted in helping that division review 11 applications for new buildings and/or additions to existing buildings, and 26 applications for remodeling of existing commercial properties, including “fit-ups” for existing spaces.
- On April 9th, Director Chris King and Senior Planner Traci Wade presented the Recreation ZOTA to the Commercial Property Association of Lexington (CPAL) at a luncheon. Planning Commission member Will Berkley invited Mr. King and Ms. Wade to present an overview of the topic, summary of the Urban County Council's ZOTA Work Group, and a brief summary of the proposed text amendment. The CPAL members asked many questions and were interested in the outcome of this comprehensive legislation.
- The Planning Services Section and Senior Planner Jim Marx met with members of the Division of Police on April 15th to discuss internet gaming and sweepstakes uses in the community. The two divisions will continue to work together to address this use in Lexington.

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- On the evening of April 15th, Chris King, Planning Manager Bill Sallee, Administrative Officer Barbara Rackers and Senior Planner Jimmy Emmons all attended a meeting of the Fayette County Neighborhood Council. An updated version of "Planning 101" was presented to the 40 or so neighborhood association leaders present at that meeting. Several Urban County Council candidates were present at the meeting, as were Vice Mayor Linda Gorton and Planning Commission member Carolyn Plumlee. Special emphasis was also given by the planning staff about the roles and responsibilities of the Planning Commission and the Board of Adjustment, outlining both their similarities and their statutory differences. A lively question and answer session concluded the evening. The last time the staff presented this type of information in a comprehensive fashion to the FCNC was in a weekend-long event back in 2000.
- Several Planning Services staff members received training via APA's audio conference on April 28th about open government and engaging the public. APA's audio training series has become an important component in the required continuing educational requirements of the planning staff.

B. Zoning Enforcement Activity Report

- The number of citizen and other complaints related to zoning issues was on par with last month, as 64 new complaints were received in April. As with March, this relatively high number 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 64 new cases investigated in April were in addition to 46 unresolved complaints that were carried over from March. Of the 110 cases worked on in April, nine were determined not to involve any zoning violations. A total of 43 cases were resolved, meaning that the necessary actions were taken by a property owner and/or tenant to bring a property into compliance.
- During April a total of 75 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 nearly 250 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 now considered complete, enforcement activities (issuance of Notices of Violation and citations, etc.) related to the Phase Two sign compliance initiative settled into high gear during April. 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. As this Phase two effort winds down over the summer, staff will begin to reassess the need for a text amendment related to temporary signage; such a text amendment has been initiated by the Planning Commission but has been indefinitely postponed so that staff can formulate some alternative options.
- After 9 months of investigation, frequent monitoring and "legal wrangling", an illegal auto salvage and repair business operating in a residential area on the west side of Lexington near Red Mile has finally been shut down. That business activity was very disturbing to residents of that neighborhood, so it has been especially rewarding for staff to know that a lot of hard work has come to fruition. That case has served as an important reminder that persistence really does pay off. While pleased that we ultimately prevailed, staff does recognize that it took way too long to get to that point. On that note, be assured that efforts to streamline processes and implement more effective Zoning Enforcement strategies will continue.

C. Long Range Planning Activity Report

- Climate Change Workshop – Staff attended a day-long workshop at the Kentucky Transportation Cabinet's Conference Center in Frankfort entitled "Nature's Call to Action II." The workshop included presentations and discussions about the definition of climate change, its effects, and actions to mitigate. The handouts included a Gallup-Healthways analysis that ranked happiness levels in states, with Kentucky ranking 49th, between Mississippi and West Virginia (<http://infor.healthways.com>). Speakers included representatives of the U.S. Department of Transportation and Kentucky Transportation Cabinet, WKU, Kentucky Geological Survey, the American Red Cross, and 3M.
- BCTC Campus Advisory Committee – Staff and consultants made a presentation to the BCTC Campus Advisory Committee, a committee appointed by BCTC President Dr. Augusta Julian, about the status of the Fourth Street Zoning Study. The Study presents potential redevelopment and rezoning options for areas around the new BCTC campus at Newtown Pike and Fourth Street. Staff 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 the study before a final report is presented to the Planning Commission.
- Greenspace Commission – The Greenspace Commission reviewed the draft Recreational ZOTA currently being considered by the Planning Commission.

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- Public Schools Redistricting – Staff is participating as a member of the committee that will recommend to the Board of Education a plan to redistrict the Fayette County Public School neighborhood assignment boundaries. The open process will include analysis of diversity and capacity data in order to balance distribution of students to all public schools, including two new elementary schools and one new high school. The committee includes representatives of the Board of Education, HBAL, LBAR, Commerce Lexington, school administrators, teachers, and classified workers, parents, and other community leaders. For more information, please see <http://www.fcps.net/zones>.
- 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 –

- Received and reviewed ADA informational e-mails from Department of Justice, ADA Section in April.

1.3 Participation Process –

- MPO Website Development – In April, the MPO website had 311 visits of which 217 were new visits
- The MPO's Twitter site increased by 11 followers to 1,748 during April.
- The MPO's Facebook fan page increased by 8 likes to 584; reached 1133 unique users and had 804 total daily impressions in April.
- The Lexington Area MPO YouTube channel has a total of 28 videos; 18 subscribers; 33,458 lifetime views.
- A public comment period was advertised and held for the 2040 MTP.

1.4 Staff Development –

- Staff attended Fundamentals of Traffic and Transportation Engineering webinars titled: Traffic Engineering for All Modes; Operational and Safety Effects of Geometric Design; Bluetooth Technology in Transportation; and Traffic Operations Analysis.
- Staff attended the Climate Change/Air Quality/Livability Conference in Frankfort.

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 continued to work with Traffic Engineering staff and arranged Vice President of TrafficCast International, Inc. to give a presentation at congestion management committee meeting.
- Staff continued to work with Traffic Engineering staff to propose a budget for Lexington Area Intelligent Transportation System Architecture Update.
- 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 update efforts including work on plan text and graphics.
- Staff closed the 30-day public review period and compiled comments for the TPC. Comments received from stakeholder groups were reviewed and addressed.
- The 2040 Metropolitan Transportation Plan was adopted by the TPC in April.

2.3 Air Quality Activities –

- Staff continued to monitor air quality issues and prepared for ozone and PM forecasting.
- Staff continued to post Air Quality Forecasts to MPO website at <http://www.lexareampo.com/>.
- Staff attended an Empower Lexington Steering Committee meeting.

3.1 Transportation - Land Use Impact Analysis

- Reviewed two (2) zoning map amendment requests with associated zoning development plans; staff participated in one (1) zoning review meeting; 13 Board of Adjustment cases (to include the review of nine (9) variances, four (4) conditional use appeals, and no 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 April.
- Traffic counts were provided to three (3) 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 of bike lanes.
- Researched and pursued opportunities for cycle track phone application for tracking bicycle usage in Fayette and Jessamine Counties. Met with computer services to look at further development of the application as well as web content made available to map routes
- Interviewed by the Herald Leader regarding bicycling use and safety in the Lexington Area.
- Attended Planning Technical committee meeting and reviewed 10 plans 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.
- Field located sharrow markings for contractor installation.
- Attended meeting hosted by KYTC to represent bicycle and pedestrian elements for the KY-29 US-68 intersection designs.
- Attended the Legacy Trail phase three meeting to discuss possible alignments.
- Attended BBHHTA meeting to look at regional connectivity options for the Legacy Trail.
- Secured commitment forms from the City of Nicholasville to handle the financial management of the Bike and Pedestrian School Connector Study.

3.3 Transit Planning –

- Staff coordinating with Lextran and Art in Motion to establish CMAQ funded bus shelters on Southland Drive and Leestown Road; Initial bidding brought no bids. Working on rebidding documents with State.
- 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 coordinating efforts for Gardenside Bus Shelter restoration project.
- Staff attended Art in Motion Board Meeting.
- Staff participated in Art in Motion Meet and Greet to establish Citizens Advisory Committee.
- Staff attended KYTC TransGIS Conference in Frankfort KYTC building.

3.4 Mobility Coordination –

- Staff continued promotion and site development at www.moveitpeople.com and began developing a Facebook page.

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 Congestion Management Committee (CMC), the Air Quality Advisory Committee (AQAC), and the Transportation Policy Committee (TPC).

4.2 Transportation Improvement Programming (TIP) –

- Staff conducted a Project Coordination Team meeting.
- Staff reviewed the enacted State Highway Plan and noted differences with the TIP.

4.3 Unified Planning Work Program (UPWP)

- Staff presented the annual UPWP proposal of FY 2014 – 2015 to the Transportation Policy Committee and received its adoption at its April’s meeting.

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).....	June 5, 2014
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	June 5, 2014
Subdivision Items Public Meeting , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	June 12, 2014
Planning Commission Work Session, Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	June 19, 2014
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	June 25, 2014
Zoning Items Public Hearing , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	June 26, 2014

X. **ADJOURNMENT**

TLW/TM/CT/BJR/BS/src

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