MINUTES
URBAN COUNTY PLANNING COMMISSION
SUBDIVISION ITEMS

April 9, 2015

I. **CALL TO ORDER** - The meeting was called to order at 1:30 p.m. in the Council Chambers, Urban County Government Building, 200 East Main Street, Lexington, Kentucky.

Planning Commission members present - Mike Owens, Chair; Mike Cravens; Will Berkley; Patrick Brewer; Karen Mundy Carolyn Plumlee; Carolyn Richardson; Joseph Smith; Bill Wilson; David Drake and Frank Penn.

Planning staff members present – Chris King; Bill Sallee; Barbara Rackers; Tom Martin; Cheryl Gallt; Kelly Hunter and Denice Bullock. Other staff members in attendance were: Hillard Newman, Division of Engineering; Casey Kaucher, Division of Traffic Engineering; Captain Greg Lengal, Division of Fire and Emergency Services; and Tracy Jones and Andrea Brown, Department of Law.

II. **APPROVAL OF MINUTES** – The Chair reminded the Commission members that there were no minutes to be considered at this time.

III. **POSTPONEMENTS OR WITHDRAWALS –** Requests for postponement and withdrawal will be considered at this time.

a. PLAN 2014-101F: LONG VALLEY FARM, KY, INC., UNIT 2-B (AMD) (4/9/15)* - located at Long Valley Lane and Russell Cave Road. (Council District 12) **(Randy Martin)**

Note: The Planning Commission postponed this item at their meetings on December 11, 2014; January 15, 2015, February 12, 2015 and March 12, 2015. This plan requires the posting of a sign and an affidavit of such. The purpose of this amendment is to subdivide a 124-acre tract into a 40-acre tract and an 84-acre tract.

The Subdivision Committee Recommended: **Postponement**, due to the failure of posting the sign on the property, as required by Article 6-4(j)(6) of the Land Subdivision Regulations.

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

1. Urban County Engineer's acceptance of drainage and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree protection area(s) and required street tree information.
6. Addition of utility and street light easements as required by the utility companies and the Urban County Traffic Engineer.
7. Addition of 300' building line.
8. Denote non-buildable areas.
9. Denote access easement locations and maintenance responsibility.
10. Addition of detail for adjacent corner monuments.
11. Addition of general notes required by the Subdivision Regulations.
12. Correct Urban County Engineer's certification.
13. Health Department approval for septic facilities prior to plan certification.
14. Discuss possible need for a waiver to Art. 6-4(c) of the Subdivision Regulations.
15. Discuss proposed access per prior plat note on Cabinet/Slide I-544.
16. Discuss access easement standards required by Art. 6-4(j)2(a) of the Subdivision Regulations.

Staff Comments – Mr. Martin said that the staff had received an email correspondence from the applicant, requesting an indefinite postponement of this plan.

Audience Comment – The Chair asked if anyone in the audience wished to discuss this request for an indefinite postponement. There was no response.

Action - A motion was made by Mr. Penn, seconded by Ms. Plumlee and carried 11-0 to indefinitely postponement PLAN 2014-101F: LONG VALLEY FARM, KY, INC., UNIT 2-B (AMD).

IV. **LAND SUBDIVISION ITEMS** - The Subdivision Committee met on Thursday, April 2, 2015, at 8:30 a.m. The meeting was attended by Commission members: Karen Mundy, Joe Smith, Carolyn Plumlee, 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, Kelly Hunter and Denice Bullock, as well as Lieutenant Joshua Thiel, Division of Fire & Emergency Services and Andrea Brown, Department of Law. The Committee made recommendations on plans as noted.

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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.*

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1. *All preliminary and final subdivision plans are required to conform to the provisions of Article 5 of the Land Subdivision Regulations.*
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A. <u>CONSENT AGENDA - NO DISCUSSION ITEMS</u> – Following requests for postponement or withdrawal, items requiring no discussion will be considered.

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

<u>Requests can be made to remove items from the Consent Agenda</u>:
(1) due to prior postponements and withdrawals,
(2) from the Planning Commission,
(3) from the audience, and
(4) from Petitioners and their representatives.

At the request of the Chair, Mr. Sallee identified the following items appearing on the Consent Agenda, and oriented the Commission to the location of these items on the regular Meeting Agenda. He noted that the Subdivision Committee had recommended conditional approval for most of these items, and the staff is recommending approval of a one-year extension for two of the items and reapproval for the remaining. (A copy of the Consent Agenda is attached as an appendix to these minutes).

1. <u>PLAN 2005-166F: CLARK PROPERTY, UNIT 1-B</u> (6/30/15)* - located at 1551 Deer Haven Lane (a portion of). (Council District 12) **(EA Partners)**

<u>Note</u>: The Planning Commission originally approved this plan on July 14, 2005. All but eight lots of this subdivision plat were recorded (and created) on September 30, 2005. The Commission reapproved this plat for Section 2 on July 13, 2006; extended that approval on July 12, 2007; reapproved it again on September 11, 2008; and granted extensions to their approvals on September 10, 2009 and September 9, 2010, subject to the conditions listed below.

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of parking, circulation, access, and street cross-sections.
3. Building Inspection's approval of landscaping.
4. Addition of utility and street light easements by the utility companies and the Urban County Traffic Engineer.
5. Urban Forester's approval of tree preservation plan.
6. Approval of street names and addresses by e911 staff.
7. Addition of exaction information.

On October 13, 2011, the Planning Commission reapproved this plan, subject to the original conditions, revising the following:
5. Urban Forester's approval of tree preservation plan <u>and required street tree information</u>.

On April 10, 2014, the Planning Commission reapproved this plan, subject to the conditions approved on October 13, 2011, as well as two additional conditions:
8. Addition of private utility information.
9. Addition of owner's and developer's information on plat.

<u>Note</u>: Commission approval from 2014 is about to expire. The applicant now requests another approval extension for Section 2 of the plan.

<u>The Staff Recommends:</u> **<u>Approval of a one-year extension</u>**, subject to the same conditions as approved by the Commission on April 10, 2014.

2. <u>PLAN 2007-156F: CLARK PROPERTY, UNIT 1-M</u> (6/30/15)* - located at Polo Club Boulevard and Ice House Way. (Council District 12) **(EA Partners)**

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Note: The Planning Commission originally approved this plan on August 9, 2007; reapproved it on September 11, 2008; and granted extensions of that approval on September 10, 2009 and September 9, 2010, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and required street tree information.
4. Approval of street addresses as per e911 staff.
5. Urban Forester's approval of tree preservation plan.
6. Addition of utility and street light easements as required by the utility companies and the Urban County Traffic Engineer.
7. Denote: This property shall be developed in accordance with the approved final development plan.
8. Verification of exaction information by Division of Planning.

On October 13, 2011, the Planning Commission reapproved this plan, subject to the original conditions, revising the following:
3. Building Inspection's approval of landscaping ~~and required street tree information~~.
5. Urban Forester's approval of tree preservation plan and required street tree information.

On April 10, 2014, the Planning Commission reapproved this plan, subject to the conditions approved on October 13, 2011, as well as three additional conditions:
9. Addition of private utility information.
10. Addition of owner's and developer's information.
11. Addition of scale information 1" = 60.'

Note: Commission approval from 2014 is about to expire. The applicant now requests another approval extension of the plan.

The Staff Recommends: **Approval of a one-year extension**, subject to the same conditions as approved by the Commission on April 10, 2014.

3. DP 2015-24: BOONESBORO MANOR, UNIT 1, BLOCK A (INTERSTATE PARK) (AMD) (5/31/15)* - located at 5355 Athens-Boonesboro Road. (Council District 12) **(Vision Engineering)**

The Subdivision Committee Recommended: **Approval**, subject to the following conditions:
1. Urban County Engineer's acceptance of drainage, and 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. Division of Waste Management's approval of refuse collection locations.
8. Clearly delineate entrance pavement and drive-through pavement details.
9. Clarify status of 12' sanitary sewer easement.
10. Resolve difference in utility easement width as shown on plat (Cab. M, Sl. 729).
11. Document approval by private sanitary sewer provider prior to plan certification.
12. Reference agreement on private pump station.

4. DP 2012-62: VICTORY APOSTOLIC CHURCH, INC. (6/25/15)* - located at 1420 Greendale Road. (Council District 2) **(Banks Engineering)**

Note: The Planning Commission originally approved this plan on August 9, 2012, subject to the following conditions:
1. Urban County Engineer's acceptance of drainage, and 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 protection plan.
6. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
8. Division of Fire's approval of emergency access and fire hydrant locations.
9. Division of Waste Management's approval of refuse collection.
10. Denote developer.
11. Addition of contour information.
12. Clarify sidewalks around building and in right-of-way.

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13. Denote construction access point location.
14. Delete note #10.
15. Denote timing of the dedication of Greendale Road right-of-way prior to issuance of a Zoning Compliance Permit.
16. Relocate the dumpster to the southeast corner of the parking lot.

Note: Commission's approval has since expired. The applicant now requests reapproval of the plan.

The Staff Recommends: **Reapproval**, subject to the original conditions previously approved by the Planning Commission, with one additional condition:

17. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.

5. PLAN 2015-30CE: BELLDALE ADDITION (AKA: WICKLIFFE LAND CO.) (AMD.) (6/15/15)* - located 300 & 304 Preston Avenue and 1405 Menifee Avenue. (Council District 5) **(Tim Thompson, PE/LS)**

Note: The purpose of this amendment is to revise the property boundaries and add a shared access for three reconfigured lots.

The Subdivision Committee Recommended: **Approval**, subject to the following conditions:
1. Urban County Traffic Engineer's approval of new access easement perpendicular to Menifee Avenue.
2. Addressing Office's approval of street addresses.
3. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
4. Revise plat (including title block) to also be an Easement Minor Amended Plat, add new driveway access easement and add purpose of amendment note to plan.
5. Revise building lines to comply with Art. 8-11(o)(4)(c) and Art. 15-2(a)(1) of the Zoning Ordinance.
6. Delete note on plat referencing 8-8(o) of the Zoning Ordinance.
7. Denote that duplexes constructed on these lots will be no more than two stories in height (to comply with FAR limitations in the R-2 zone).
8. Denote that off-street parking area for duplexes will be landscaped according to Article 18 of the Zoning Ordinance.
9. Denote date of Planning Commission approval of this plat, prior to certification.

6. DP 2015-22: SOUTH ELKHORN VILLAGE (THE COFFEE PUB) (AMD) (5/26/15)* - located 4379 & 4401 Old Harrodsburg Road. (Council District 10) **(EA Partners)**

Note: The purpose of this amendment is to increase building floor area for a restaurant, add a drive-through facility, remove a dumpster location, and revise the floodplain information.

The Subdivision Committee Recommended: **Approval**, subject to the following conditions:
1. Division of Water Quality's approval of floodplain information.
2. Urban County Traffic Engineer's approval of interior circulation, access and drive-through stacking.
3. Addressing Office's approval of street names and addresses.
4. Division of Waste Management's approval of refuse collection locations.
5. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
6. Revise Total Floor Area and Lot Coverage site statistics to account for the new 216 sq. ft. addition to the Coffee Pub.
7. Revise addresses in title block to account for 4401 Old Harrodsburg Road.
8. Revise Planning Commission certification to reflect date of Planning Commission approval.
9. Denote BOA approval of dimensional variance to the 25' floodplain building setback, prior to plan certification.

In conclusion, Mr. Sallee said that the items identified on the Consent Agenda could be considered for approval at this time by the Commission, unless there was a request for an item to be removed from consideration by a member of the Commission, or the audience, in order to permit further discussion.

Consent Agenda Discussion – The Chair asked if anyone in the audience or on the Commission desired further discussion of any of the items listed on the Consent Agenda. There was no response.

Action - A motion was made by Ms. Plumlee, seconded by Ms. Mundy and carried 11-0 to approve the items listed on the Consent Agenda, as recommended by the Staff and the Subdivision Committee.

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

The procedure for these hearings is as follows:

- Staff Report(s), including subcommittee 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 OR 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)
- Commission discusses and/or votes on the plan.

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 meeting. The Chair will announce his/her decision at the outset of the hearing.

1. FINAL SUBDIVISION PLANS

a. PLAN 2015-33F: CARDINAL HILL HOSPITAL (GEORGE, WASH & MEET PROPERTY (AMD)) (6/23/15)*- located at 2070 Versailles Road. (Council District 11) **(Endris Engineering)**

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

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping.
4. Addressing Office's approval of street names and addresses.
5. Addition of utility and street light easements as required by the utility companies and the Urban County Traffic Engineer.
6. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
7. Delete all reference to an "amended" final plat.
8. Delete plat cabinet reference in note #8.
9. Correct cross-section "B-B" to match certified development plan.
10. Review by Technical Committee prior to plan certification.
11. Discuss status of sanitary sewer easement.

Staff Presentation – Ms. Gallt directed the Commission's attention to the amended final record plat for Cardinal Hill Hospital (George, Wash & Meet Property), located at 2070 Versailles Road. She oriented the Commission to the location of the subject property on the displayed rendering of the plat, and explained that the subject property is located at the corner of Versailles Road and Mason Headley Road. The purpose of this request is to subdivide one lot into two lots.

Ms. Gallt said that the Subdivision Committee had reviewed this application and is recommending approval, subject to the conditions listed on today's agenda. She briefly explained that conditions #1-10 are standard sign-off requirements from the different divisions of the LFUCG; and the remaining conditions, with the exception of condition #11, are "cleanup" item that will be addressed prior to the plan being certified. She added that since this request was submitted as a late file, the Technical Committee has not yet reviewed this request, but it is scheduled for the April 29th meeting. She noted that the last condition listed on the agenda is in regard to the status of the sanitary sewer easement, and that is addressed on the waiver report.

Waiver Presentation – Mr. Martin noted that, since this request was filed as a late plan, it has not been reviewed by the Technical Committee. However, at the Subdivision Committee meeting, the Committee, the staff and the applicant were able to discuss how this property would be served by the sanitary sewer. He said that the provision of public sanitary sewer, is required by the Land Subdivision Regulations, which state that all lots will be served by public sewer. Mr. Martin directed the Commission's attention to the rendering of the plat, and explained that the proposed subdivision will create two lots, the largest being 9.5 acres in size and the smaller one at 1.2 acres. The smaller lot is located at the rear of the larger lot and will have access from Versailles Road and Mason Headley Road. This was the lot in question concerning the public sewer connection.

Mr. Martin said that, after the Subdivision Committee meeting, the staff was able to meet with the Division of Water Quality's Sanitary Sewer staff, as well as the applicant, and it was determined where the sanitary sewer connection does exist. He directed the Commission's attention to the aerial photograph and explained the location of the sanitary sewer line coming through the subject property. He pointed out that there is a 6" line connecting to an 8" line leading from the proposed smaller lot. He then said that this sanitary sewer line runs underneath a building; and it is the practice of the Division of Sanitary Sewers, to not accept this type of conflict with existing structures,

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but rather to allow the line to remain privately owned. He added that this type of practice is not uncommon in our community and has been done most recently at the Chevy Chase Place area, as well as the Turfland Mall property. Mr. Martin said that, by allowing the existing lines to remain private, the responsibility for the sewer line's maintenance, repair or replacement will be that of the private property owner(s) and not LFUCG.

Mr. Martin said that the staff is recommending: **Approval of the requested waiver,** for the following reasons:

1. Granting the requested waiver will not adversely affect public health and safety, as the properties are currently and adequately served by previously approved private sanitary sewers. They shall continue to be served by the existing system.
2. Not granting the requested waiver would constitute an exceptional hardship to the applicant, by requiring the potential relocation and reconstruction of the existing lines before they could be accepted into the public sanitary sewer system.

Mr. Martin then said that this recommendation is made subject to the following requirement:

a. Prior to certification of the Final Record Plat, denote private sewer easements and notes regarding maintenance and/or replacement of the sanitary sewer lines, to the approval of the Divisions of Engineering and Water Quality.

Planning Commission Questions – Mr. Penn asked when this lot subdivides if the sewer line to both lots will remain private. Mr. Martin replied affirmatively, adding that the private sewer line will connected to a public line just off site.

Ms. Plumlee asked if the maintenance and repairs of the private sewer line will be at the cost of the property owner. Mr. Martin replied that that is correct.

The Chair asked if condition #11 should be changed. Mr. Martin said that condition #11 could be changed to read: "Provided the Planning Commission grants a waiver to Articles 6-2(a) and 6-6(b) of the Land Subdivision Regulations."

Representation – Kevin Phillips, Endris Engineering, was present representing the applicant. He said that the applicant is in agreement with the staff's recommendations, and requested approval of PLAN 2015-33F. He added that if the Commission approves this request, he agrees with the staff in changing the language of condition #11.

Discussion - Mr. Sallee said that condition #11 could be changed to reflect condition "a" on the waiver report, which states "Prior to certification of the Final Record Plat, denote private sewer easements and notes regarding maintenance and/or replacement of the sanitary sewer lines, to the approval of the Divisions of Engineering and Water Quality." Mr. Phillips agreed with that change.

Audience Comment – The Chair asked if anyone in the audience wished to discuss this request. There was no response.

Action - A motion was made by Mr. Brewer, seconded by Ms. Richardson and carried 11-0 to approve PLAN 2015-33F, subject to the conditions as presented by the staff, changing condition #11 to read: "Prior to certification of the Final Record Plat, denote private sewer easements and notes regarding maintenance and/or replacement of the sanitary sewer lines, to the approval of the Divisions of Engineering and Water Quality."

Action - A motion was made by Mr. Brewer, seconded by Ms. Richardson and carried 11-0 to grant the waiver to Articles 6-2(a) and 6-6(b) of the Land Subdivision Regulations for PLAN 2015-33F, for the reasons presented by the staff.

C. **PERFORMANCE BONDS AND LETTERS OF CREDIT** – A motion was made by Mr. Cravens, seconded by Mr. Wilson, and carried 11-0 to approve the release and call of bonds as detailed in the memorandum dated April 9, 2015, from Barry Brock, Division of Engineering.

VI. **STAFF ITEMS** – The Chair will announce that any item a Staff member would like to present will be heard at this time.

A. **PFR 2015-2: LEXINGTON PUBLIC LIBRARY** - a Public Facility Review of re-location of the Eagle Creek Branch to property at 3000 Blake James Drive, to be known as the Eastside Branch.

Staff Presentation – Ms. Rackers explained that this is a Public Facility Review, request by the Trustee of the Lexington Public Library, to relocate the Eagle Creek Branch to property at 3000 Blake James Drive, to be known as the Eastside Branch. She said that the property is located at the intersection of Palumbo Drive and Man o' War Boulevard, at the former site of the Land Rover/Jaguar auto dealership. She directed the Commission's attention to an aerial photograph and explained the surrounding street system and pointed out the existing commercial uses within the general vicinity. She then directed the Commission's attention to a photograph of the existing building, and said that the subject property is approximately 3.5 acres in size. She then said that the property is currently zoned for Wholesale and Warehouse Business (B-4) uses, although the previous Comprehensive Plan's Land Use Element recommended Professional Service/Office use(s) for the property. She added that a library would easily fit into that category; and in fact, is a principal permitted use in the Professional Office zone. There are several Goals and Objectives, as well as text of the Plan, that support the project, as does *Destination 2040*.

Ms. Rackers directed the Commission's attention to the site plan, and said that the existing building is over 27,000 square-feet in size and was formerly the office and showroom for the dealership. She then said that there are 119 parking spaces, which will be expanded to 126 parking spaces. The existing building will be renovated and expanded, as well as have a new second floor space added that will provide an additional 5,185 square feet of usable area. The renovation will include an elevator, two new sets of steel stairs, as well as two new insulated glass entry vestibules and covered entry roof canopies. She said that the renovation will also include the re-working and replacement of flooring, as well as wall and ceiling finishes. She then said that there will be selective demolition to occur to both the interior and exterior of the building to allow this new construction to occur. She noted that this site will be handicap accessible throughout the building and the site. There will be new accessible parking areas, concrete sidewalks and an outdoor plaza area, as well as accessible sidewalks and ramps that will lead from the building to the LexTran buses stop locations. She said that construction is proposed to begin toward the end of April, and it is anticipated that the new library branch will be open and operational by either the end of November or the beginning of December 2015.

Ms. Rackers said that there are six library facilities in Lexington and, combined, these facilities have more than 600,000 items in their collection. She then said that, since 2002, the Lexington Public Library's annual circulation has exceeded more than two million items. In addition to their circulation items, Library also offers a non-circulation reference collection that may be used in-house only. She added that there are many other services provided to its customers/patrons, to include computer classes, story times for children, various programs for both adults and children, and free computer use and free WiFi service. Ms. Rackers said that one of the recommendations for new policies and strategies in the 2013 Plan is to "Expand quality internet and computer access to underserved households." A larger and improved library facility fits within this recommendation.

Ms. Rackers said that the existing Eagle Creek Branch was opened in 1992, replacing the former Eastland Branch. At 15,000 square feet, it was the largest branch in Lexington's library system, at the time. Since then, others have been built (Beaumont, Tates Creek and Northside), and now it is the second smallest in the system - the Village Branch on Versailles Road being the smallest, at 10,594 square feet. She said that the new library will be called the Eastside Branch and it will more than double the space at the Eagle Creek Branch. She then said that the Eagle Creek Branch is very small and undersized for its current needs. Its meeting room will only accommodate 40 people without tables, which is too small to hold many community meetings and library programs. She said that with the new branch, there will be multiple meeting rooms and study rooms, which will allow provision of many new and/or improved services; express computer stations and labs; an adult library; a teen library; a children's library; a children's activity room; a main lobby area off the two entry vestibules; a gallery for exhibits; multi-purpose work rooms; storage and mechanical space; restrooms and staff work areas. She then said that there will be a 25% increase in the number of books and other materials available to the public. Another amenity for the new branch will be drive-through service. She said that all of the new libraries provide a drive-through to allow customers to drop off books, but the new library will allow customers to pick up and check out items using the drive-through, as well.

Ms. Rackers said that this location can better serve the growing population in and around the Hamburg area, while continuing to provide service to patrons who live and work around the Richmond Road and Man o' War Boulevard corridors. She then said that the site will provide a fairly centralized, easily accessible facility that has existing amenities, a larger building and sufficient parking, all of which is endorsed by the Comprehensive Plan, either directly or indirectly. She added that the 2013 Comprehensive Plan and *Destination 2040* encourage providing community facilities and that they be available/accessible to all citizens, in all situations. This site will be handicap accessible, and it will be provide access for all vehicular traffic, as well as being pedestrian friendly to the surrounding areas.

Ms. Rackers said that adaptive reuse and Infill and Redevelopment are two concepts endorsed by the Comprehensive Plan, as well as by *Destination 2040*. She explained that even though this is not an infill project, it still involves an adaptive reuse of the building and redevelopment. She said that generally, an adaptive reuse project is for older buildings; and with this project, the existing building, while it's not as old as many buildings, it being renovated, expanded and re-used.

Ms. Rackers said that there are no Goals or Objectives of the Comprehensive Plan that are in opposition to the redevelopment of the subject property for the new library branch. She said that the previous Land Use Map recommended Professional Service/Office use(s) for the property, and a library would easily fit into that category. It is accomplishing adaptive reuse as well as Infill and Redevelopment, both of which are endorsed by the Comprehensive Plan, and *Destination 2040*. This location will better serve the growing population in and around the Hamburg area, and Richmond Road, as well as provide better vehicular and pedestrian-friendly access. She said that the staff finds this request to be in compliance with the Comprehensive Plan, and recommends that:

1. That the existing plant material on the site be maintained inasmuch as possible.
2. That the parking area be screened in a manner comparable to what is required by Article 18 for vehicular use areas.

Planning Commission Questions – Ms. Plumlee asked what will happen to the Eagle Creek Branch. Ms. Rackers replied that the staff was unsure, but that Mr. Ives might know the answer to that question. Mr. Josh Ives, architect, said that the Eagle Creek Branch will likely be sold, and those funds will be used for the new Eastside Branch.

Ms. Mundy said that there is no signal at the Blake James Drive entrance and asked if there is a turn lane to the subject property that would be able to handle the increased traffic. Mr. Ives said that there is access that provides a right-in and a left-out. He then said that there is a limited amount of commercial uses at the rear of Blake James Drive, but during rush hours, it would be a little difficult to exit Blake James Drive onto Palumbo Drive.

Ms. Mundy said that the staff report alluded to this project being a green building. Mr. Ives said that they will be doing best management practices, using energy star ratings and so forth, but they would not be seeking LEED certification.

The Chair said that the staff report alludes to the applicant meeting Theme B, Goal 2, Objective c: "Provide incentives for green building, sustainable development, and transit-oriented development with civic agencies leading by example through the use of green building standards," and asked if this should be deleted from the report. Ms. Rackers said that they would be using green building standards; however, the building would not be LEED certified. She then said that deleting that would be at the Commission's discretion. The Chair said that it's beyond him why the Board of Education and the City, as it says, can't lead by example.

The Chair asked for clarification as to where Palumbo Drive is located and where the access points are located on Blake James Drive. Ms. Rackers directed the Commission's attention to the site plan and pointed out the access points on Blake James Drive and to the location of Palumbo Drive. The Chair asked if all traffic would be on Blake James Drive, to which Mr. Ives replied affirmatively.

Mr. Penn asked for clarification as to where the drive-through would be located. Ms. Rackers pointed out the location of the drive-through using the site plan display on the overhead projector.

Ms. Mundy asked if the Division of Fire and Emergency Services is comfortable with only having one egress and ingress for this property. Captain Greg Lengal, Division of Fire and Emergency Services, said that the fire and emergency staff has not yet reviewed this site plan. He then said that they do not have any issues with the site plan as long as there is good circulation. Mr. Ives said that there potentially is two-way access throughout the site with 25-foot aisles, giving 100% coverage around the building for Fire and Emergency Services. Captain Lengal said that this request is acceptable to he and his staff. The Chair asked if it is normal for the Division of Fire and Emergency Services not to see a Public Facility Review. Ms. Rackers said that a Public Facility Review is to determine its compliance with the Comprehensive Plan, and does not get reviewed by either the Technical Committee or the Subdivision Committee's.

The Chair said that it never dawned on him that the Division of Fire and Emergency Services does not review these requests, to which Captain Lengal responded that they would be more than happy to review these request. Mr. Sallee said that ordinarily, these requests are a prerequisite to obtaining a building permit; and at that time, the Division of Fire and Emergency Services gets involved in reviewing the details of those plans.

Mr. Wilson asked if the renovation of the new Eastside Branch is contingent on the sale of the Eagle Creek Branch. Mr. Ives said that he is unsure - that would be up to the Board of Trustees and the property owners. He said that they have purchased the new site and the sale of the Eagle Creek Branch will be placed with the other funds for the new site.

Audience Comment – The Chair asked if anyone in the audience wished to discuss this request. There was no response.

Action - A motion was made by Mr. Wilson, seconded by Ms. Mundy and carried 11-0 to acknowledge that **PFR 2015-2,** is in compliance with the 2013 Comprehensive Plan, as well as *Destination 2040*, for the findings provided by staff, subject to the following recommendations:

1. That the existing plant material on the site be maintained inasmuch as possible.
2. That the parking area be screened in a manner comparable to what is required by Article 18 for vehicular use areas.

VII. COMMISSION ITEMS – The Chair will announce that any item a Commission member would like to present will be heard at this time.

A. **AMENDMENT OF 2015 MEETING & FILING SCHEDULE – MEETING CANCELLATION** – The staff will recommend that the Planning Commission take action to amend their Official Meeting & Filing Schedule for 2015 to formally cancel their previously scheduled meeting on Thursday, April 23, 2015. The one zoning application originally filed for that meeting has postponed their request until the May 28th meeting.

If approved, the next Commission meeting would be a public hearing for two Small Area Plans, to be held on Thursday, April 30, 2015, beginning at 1:30 PM in the Council Chambers.

Action: A motion was made by Mr. Penn, seconded by Mr. Brewer, and carried 11-0 to formally cancel the previously scheduled meeting on Thursday, April 23, 2015.

B. **WORK SESSION** – The Chair reminded the Commission members of the upcoming work session scheduled for April 30, 2015.

VIII. AUDIENCE ITEMS – No such items were presented.

IX. NEXT MEETING DATES

Zoning Items Public Hearing, Thursday, 1:30 p.m., 2nd Floor Council Chambers .... **April 23, 2015 (cancelled)**
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (Phoenix Building) .... April 29, 2015
Work Session & Public Hearing, Thursday, 1:30 p.m., 2nd Floor Council Chambers .... **April 30, 2015**
Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (Phoenix Building) .... May 7, 2015
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (Phoenix Building) .... May 7, 2015
Subdivision Items Public Meeting, Thursday, 1:30 p.m., 2nd Floor Council Chambers .... **May 14, 2015**

X. ADJOURNMENT - There being no further business, the Chair adjourned the meeting at 2:03 PM.

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Mike Owens, Chair

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Will Berkley, Secretary