

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

June 25, 2015

- 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 May 28, 2015, meeting will be considered at this time.
- III. **POSTPONEMENTS AND WITHDRAWALS** – Requests for postponement and withdrawal will be considered at this time.
- IV. **LAND SUBDIVISION ITEMS** - The Subdivision Committee met on Thursday, June 4, 2015, at 8:30 a.m. The meeting was attended by Commission members: Karen Mundy, Joe Smith, and Frank Penn. Committee members in attendance were: Hillard Newman, Division of Engineering; and Casey Kaucher, Division of Traffic Engineering. Staff members in attendance were: Bill Sal-lee, Tom Martin, Cheryl Galt, Kelly Hunter, Denice Bullock and Dave Jarman, as well as Lieutenant Joshua Thiel, Division of Fire and Emergency Services; C.D. Schnelle, Division of Police; and Tracy Jones, Department of Law. The Committee made recommendations on plans as noted.

General Notes

The following automatically apply to all plans listed on this agenda unless a waiver of any specific section is granted by the Planning Commission.

1. *All preliminary and final subdivision plans are required to conform to the provisions of Article 5 of the Land Subdivision Regulations.*
2. *All development plans are required to conform to the provisions of Article 21 of the Zoning Ordinance.*

- V. **ZONING ITEMS** - The Zoning Committee met on Thursday, June 4, 2015, at 1:30 p.m. to review zoning map amendments and Zoning Ordinance text amendments. The meeting was attended by Commission members Mike Cravens, David Drake, Carolyn Richardson, and Bill Wilson. The Committee reviewed applications, and made recommendations on zoning items as noted.

A. PUBLIC HEARING ON ZONING MAP AMENDMENTS

1. DR. MICHAEL GENTRY ZONING MAP AMENDMENT & CADENTOWN SUBDIVISION ZONING DEVELOPMENT PLAN

- a. **MARV 2015-8: DR. MICHAEL GENTRY (8/2/15)*** – petition for a zone map amendment from a Single Family Residential (R-1D) zone to a Wholesale & Warehouse Business (B-4) zone, for 4.17 net (4.54 gross) acres, for property located at 2833 Liberty Road. A dimensional variance is also requested.

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 construct a veterinary clinic and an animal kennel. The proposed facility will be mostly enclosed ($\pm$ 20,000 square feet of space), with a small outdoor play area planned, and associated off-street parking.

The Zoning Committee Recommended: **Approval**.

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

1. The requested rezoning to a Wholesale and Warehouse Business (B-4) zone is not in agreement with the 2013 Comprehensive Plan. The Goals and Objectives and policy statements of the Plan encourage the consideration of how proposals relate to existing development in the immediate vicinity, and focus on protecting neighborhoods and residential areas from incompatible land uses. A neighborhood node already exists a short distance away at Man o' War Boulevard and Liberty Road in this immediate vicinity. The Comprehensive Plan also encourages the placement of residential land and development nearest to our parks and greenways to ensure that they are utilized to the highest extent possible.
2. Re-zoning at this location may significantly impact the nearby neighborhoods within the area, especially Campbell Lane and the established Cadentown Historic District. The Comprehensive Plan does not state that job creation should be accomplished to the detriment of the community or nearby neighborhood(s).
3. Although the subject property is situated along a recently improved roadway, it is a considerable distance from the already established neighborhood node at Man o' War Boulevard and Liberty Road. No justification exists for leapfrogging business zoning along Liberty Road to the subject property. The existing residential zone remains appropriate for the site and is compatible with adjoining properties.

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4. There have been no unanticipated changes of a physical, social or economic nature within the immediate area since the Comprehensive Plan was adopted in 2013 that would support B-4 zoning for the subject property.

b. REQUESTED VARIANCE

Decrease the minimum distance required for a kennel or animal clinic from a residential zone from 100 feet to 50 feet along the northwest property line.

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

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

- a. Granting the requested variance to 50 feet will not adversely affect the public health, safety or welfare. It will not negatively impact the essential character of the general vicinity because this modern kennel/animal clinic is primarily designed to keep the pets indoors; and in this case, the outdoor play area for pets will be more than 60 feet from a residential zone. Additionally, the property to the northwest is currently vacant and is buffered by a heavy line of vegetation that is proposed to remain.
- b. There is a special circumstance regarding this property (an 11-sided lot) that makes standard development more difficult. It applies to this property but does not generally apply to most commercial properties, which are generally much more rectangular in shape. Additionally, the proposed variance along the northwestern property line was chosen because the adjoining property is vacant, whereas there are occupied residential properties to the southeast on Campbell Lane.
- c. Although a facility could be constructed on this site without a variance, it would not likely result in a better design or outcome. Strict application of the requirements of the Zoning Ordinance would create an unnecessary hardship for the applicant, because the design of the facility would need to be less efficient and could impact the operational needs of the proposed kennel/animal clinic.
- d. The requested variance is not an unreasonable circumvention of the Zoning Ordinance, because the setback requirements for this use are to buffer nearby residential uses from the potential nuisances of this use. This facility, like most modern kennels, will be built in such a way that the majority of the animal keeping is indoors with outdoor play areas located more than 60 feet from any residential zone, and more than 100 feet from any existing dwellings.
- e. The circumstances surrounding the requested variance are a result of the odd shape, and other special considerations and are not the result of prior actions taken by this applicant, as no construction has yet occurred on the subject site.

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

1. Provided the Urban County Council rezones the property B-4; 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. The tree line along the northwestern property line shall be retained.

Alternative Recommendation

Should the Planning Commission recommend Disapproval of the requested B-4 zone change the Staff Recommends: **Disapproval**, for the following reasons:

- a. Under Article 6-4(c) of the Zoning Ordinance, the Planning Commission may only hear conditional uses and variances when filed with an associated zone change. Therefore, unlike the associated zoning development plan, the Commission may only consider this matter within 90 days of its filing.
- b. Disapproval of the conditional use does not prohibit the applicant from filing a dimensional variance application with the Board of Adjustment, should the Urban County Council approve the requested B-4 zoning of the subject property in the future.
- c. ZDP 2015-49: CADENTOWN SUBDIVISION – ANIMAL HOSPITAL/KENNEL (8/2/15)*- located at 2833 Liberty Road.
(Vision Engineering)

The Subdivision Committee Recommended: **Postponement**. There were some questions regarding the access to the proposed trail system and outdoor pet areas to be used.

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

1. Provided the Urban County Council rezones the property B-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.

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3. Urban County Traffic Engineer's approval of parking, circulation, access, and street cross-sections.
4. Urban Forester's approval of tree inventory map.
5. Greenspace Planner's approval of the treatment of greenways and greenspace.
6. Denote access drive dimensions.
7. Denote sidewalk dimensions.
8. Denote canopy height.
9. Clarify outdoor kennel space.
10. Provided the Planning Commission grants the requested variance to the setback.
11. Clarify proposed building entrance.
12. Remove parking space conflict from required landscape buffer.
13. Denote access locations across Liberty Road on plan.
14. Denote proposed stormwater detention area.
15. Discuss excess parking.
16. Discuss access to Campbell Lane.
17. Discuss open space area at the rear of the property.
18. Discuss access to proposed trail along the northern property boundary.

B. PUBLIC HEARINGS ON ZONING ORDINANCE TEXT AMENDMENTS

Note: This item was continued from the Planning Commission's May 28, 2015, meeting.

1. **ZOTA 2014-4: RECREATION AND TOURISM LAND USES** – petition for a Zoning Ordinance text amendment to address recreation and tourism land uses in all zones, in order to implement the recommendations of the Recreation ZOTA Work Group.

INITIATED BY: Urban County Planning Commission

PROPOSED TEXT: *(Available upon request, and for viewing at:
<http://www.lexingtonky.gov/Modules/ShowDocument.aspx?documentid=28457>)*

The Zoning Committee **made no recommendation** on this request.

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

1. The 2013 Comprehensive Plan recommends "strengthening regulations and policies that propel the agricultural economy; including, but not limited to, local food production and distribution, agritourism, and the equine industry that showcase Lexington-Fayette County as the Horse Capital of the World" (Theme C, Goal #1, Obj. B); "encouraging the development of appropriate attractions and supporting uses that promote and enhance tourism" (Theme C, Goal #1, Obj. E); and "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 #2, Obj. D). The proposed text amendment improves the opportunities for recreation and tourism-related land uses throughout Fayette County, to the benefit of all residents.
 2. The *Rural Land Management Plan* (1999) acknowledged that "the best preservation tools for the rural service area are those that keep the agricultural economy viable and strong" (page I-4), and called for greenways, staging areas and trails, as well as public access to the community's unique resources. This all suggests some level of access for recreational enjoyment and possibly tourism.
 3. The proposed changes and additions to the definitions in Article 1 of the Zoning Ordinance will provide guidance and clarification to the Board of Adjustment and the Planning Commission in reviewing development applications. This text amendment adds or modifies 38 definitions related to recreation and tourism-related uses.
 4. The proposed changes and additions to land use regulations in Articles 8, 11, and 23 will implement the recommendations of the 2013 Comprehensive Plan related to tourism and improving the community's overall quality of life.
2. **ZOTA 2015-6: AMENDMENT TO ARTICLE 17: CONSTRUCTION SCREENING SIGNAGE & IDENTIFICATION SIGNS IN BUSINESS & INDUSTRIAL ZONES** - a Zoning Ordinance text amendment to permit up to four identification signs to be placed on large commercial or industrial developments, as well as to permit temporary construction fence material to contain text and pictures when utilized during construction of large commercial and industrial projects.

REQUESTED BY: MIA Brookhaven, LLC

PROPOSED TEXT: (Text underlined indicates an addition to the existing Zoning Ordinance.)

ARTICLE 17: SIGN REGULATIONS

17-7(b) BASIC SIGN TYPES BY FUNCTION

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- (4) **BUSINESS SIGN** - A sign which directs attention to a business, profession, product, activity, or entertainment, sold or offered upon the premises where such sign is located, and may include information as for an identification sign.
- (5) **CONSTRUCTION SIGN** - A temporary sign identifying the project name, the architect, engineer, contractor, financing company, material supplier, or others engaged in work on the construction site on which the sign is located. Leasing information, renderings and similar copy shall also be permitted.
- (11) **IDENTIFICATION SIGN** - A sign which establishes the identity of a building or building complex by name or symbol or combines name, street address, and/or management and has no direct advertising value.

17-3(c) SIGN BY MEANS OF MOUNTING OR ERECTING

- (14) **CONSTRUCTION SCREENING SIGN** - A temporary sign of fabric or mesh material attached to fencing surrounding a construction site to serve as a windbreak or privacy screen. Such signs may incorporate the information permitted for construction signs as defined in Sec. 17-3(a)(5). Construction screening signs may also include designs, artwork, logos, pictures, words and other graphic representations that do not advertise off-premise products or services. Such signs shall be in place only during construction and shall be removed simultaneously with the construction fence.

17-7(f) NEIGHBORHOOD BUSINESS ZONE (B-1) - Permitted signs may be free standing or wall mounted, as specified; signs shall be non-illuminated, indirectly illuminated, or internally illuminated unless specified otherwise. No free-standing sign shall exceed twenty (20) feet in height.

(9) In addition to the maximum number and square footage of allowable signs on individual lots, projects governed by a unified development plan of more than 5 acres with multiple lots and structures and a cohesive identity may have a maximum of three (3) identification signs located at access points or on corners of the property subject to the development plan, with the total square footage of all signs not to exceed one-hundred and fifty (150) square feet in area, and each individual sign not to exceed seventy-five (75) square feet in area.

(10) Construction screening signs. The sign face may contain or depict information, renderings, pictures, words, and other graphic representations related to the development or project, but shall be limited to twenty percent (20%) of the total square footage of the construction screen on all street frontages.

17-7(g) HIGHWAY SERVICE BUSINESS, WAREHOUSE/WHOLESALE, AND INDUSTRIAL ZONES (B-3, B-4, I-1, I-2) - Permitted signs may be free standing or wall mounted, as specified; signs may be non-illuminated, indirectly illuminated, internally illuminated or directly illuminated unless specified otherwise; no free-standing business sign shall exceed twenty-five (25) feet in height; no free-standing advertising sign shall exceed forty (40) feet in height.

(9) In addition to the maximum number and square footage of allowable signs on individual lots, projects governed by a unified development plan of more than 5 acres with multiple lots and structures and a cohesive identity may have a maximum of three (3) identification signs located at access points or on corners of the property subject to the development plan, with the total square footage of all signs not to exceed one-hundred and fifty (150) square feet in area, and each individual sign not to exceed seventy-five (75) square feet in area.

(10) Construction screening signs. The sign face may contain or depict information, renderings, pictures, words, and other graphic representations related to the development or project, but shall be limited to twenty percent (20%) of the total square footage of the construction screen on all street frontages.

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

The Staff Recommends: **Postponement** of the text amendment related to construction screening signs, for the following reasons:

1. The petitioner's proposal to permit a new way to display construction sign information on a mesh or fabric material attached to the construction site fence has merit, although the definition and proposed size allowances need significant modification in order to be acceptable.
2. The petitioner's proposal to permit 20% of the fence to be utilized as a sign has the potential to be far greater than any other type of sign in Lexington-Fayette County, even in excess of multiple billboards (aka advertising signs).

The Staff Recommends: **Disapproval** of the text amendment related to additional identification signs, for the following reasons:

1. The proposed text amendment to permit additional identification signs above and beyond those already permitted in the B-1, B-3, B-4, I-1 and I-2 zones will not further the intent of Article 17: Sign Regulations, which aims to promote

legitimate signage needs without unduly distracting from the overall aesthetics of the community, which reduces intrusions, which is not unduly distracting to the motoring public and which promotes a harmonious and pleasing community image.

2. The proposal to increase sign square footage within the most permissive zones for signage (B-1, B-2, B-4, I-1 and I-2) is not necessary, given the Board of Adjustment's ability to transfer signage from one location or from one sign to another.

VI. COMMISSION ITEMS

VII. STAFF ITEMS

A. Planning Services Activity Report

- During the month of May, the Planning Services staff processed applications for 6 zoning map amendments and 3 Zoning Ordinance text amendments. Also, 9 Board of Adjustment appeals were processed by the staff for the Board's May meeting. Some 60 subdivision & development plans were also processed and reviewed by Planning Services staff members in May. In addition, 2 Public Facility Reviews were reviewed and processed by the Planning Services staff.
- Processing of the above items included attendance and/or preparation of materials, staff reports 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 6 pre-application conferences prior to providing a zoning application to citizens, and held numerous other pre-application meetings for subdivision plans, development plans and various appeals to the Planning Commission and Board of Adjustment.
- In May, there were 12 updates made to the Registered Neighborhood Association data base, and Planning Services staff assisted 157 unscheduled "walk-in" visitors to the office, all but three 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 1.34 minutes. Much of the remainder of the staff's time was spent answering hundreds of telephone and e-mail inquiries from citizens concerning zoning regulations, subdivision plans, Board of Adjustment (BOA) appeals, floodplain determinations, development plans and related items, or posting applications and submitted plans on the Division of Planning web-page.
- Planners Cheryl Gallt and David Jarman attend weekly meetings of the "Commercial Plan Review Board" (every Tuesday) in the Division of Building Inspection. In May, Dave and Cheryl assisted in helping that division review 13 applications for new buildings and/or additions to existing buildings, and 26 applications for remodeling of existing commercial properties, including "fit-ups." Planning Services staff was also asked to review commercial site plans for several other building permit applications in May.
- In May, Cheryl Gallt and Planner Kelly Hunter continued work on scanning old development plan files from the 1980s. This project will expand the electronic records for Planning Services, and allow files older than 30 years to be forwarded to the LFUCG archives. In that light, Staff Assistant Christine Wu also began scanning old Planning Commission minute books from 1970-1975, in May. Minutes older than that have already been scanned in the past by the Long Range Planning staff.
- Administrative Specialist Stephanie Cunningham and Senior Planners Chris Taylor (Long Range Planning) and Traci Wade continued work on preparing for implementation of the Accela software module that is expected to serve the Division of Planning's operations in 2016.

B. Zoning Enforcement Activity Report

- May was a busy and productive month for Zoning Enforcement, with 71 new zoning complaints logged in. When combined with the 53 unresolved cases carried over from April, a total of 124 cases were investigated. Twelve of the new cases were determined to not involve any valid zoning compliance concerns. Nearly 60% of the new cases were related to signage and illegal business activity in residential zones. A total of 66 cases were resolved, meaning that necessary actions were taken by a property owner or occupant to fix a zoning problem.
- During May a total of 54 conditional uses were inspected, and all were determined to be in substantial compliance. Routine monthly inspections have been gradually going down over the past couple of years, as conditional uses with conditions that have been "permanently satisfied" are no longer inspected automatically. This has allowed officers to spend much more time checking on important operational type conditions rather than "rubber stamping" inspections. Also, since the number of monthly inspections is much more manageable now, it may be feasible to assign conditional use inspections based on each officer's normal geographic area of responsibility, which is something that is now being implemented on a trial basis. As a reminder, in general those areas are as follows: Officer Pam Brown has the north side of

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town; Officer Bob Phelps has the east side; Officer Greg Walker has the south side; and Senior Officer Jim Hume has the campus area and west side.

- Staff has finalized an implementation plan for dealing with illegal “electronic message display system” signs that are becoming more common in storefront windows. Surveys of storefronts on several street corridors were conducted to determine how many have what could clearly be considered as illegal electronic signage. A total of 591 storefront windows were surveyed, and just below 10% (56) had electronic signs with either scrolling messages (7) or flashing/blinking messages (49). The flashing/blinking signs are generally smaller than the scrolling signs, and are typically informative (e.g., an O...P...E...N sign). Due to their small size and other factors, many are not visible from the nearest public street, and are therefore exempt from regulation. Those signs will not be focused on as part of the pending enforcement effort. The scrolling signs tend to be larger with advertising features, and will be the focus of future enforcement efforts. Though larger, some of those are also not visible from the nearest public street, and they are also exempt from regulation. After factoring in all of the relevant variables, only a handful of scrolling signs have been categorized as being clearly illegal and subject to enforcement. Staff is moving forward with issuing Notices of Violation for those signs, in accordance with the recent determination by the Board of Adjustment which validated such notices for this particular type of signage.
- A sensitive case involving the housing of recovering alcoholics at a single family residence on Parkers Mill Road has prompted a detailed review of federal law (generally under the provisions of the Fair Housing Act) that addresses housing for handicapped persons. A link to that federal law has been established in Lexington-Fayette County’s Zoning Ordinance (under the definition of “family or housekeeping unit”), and if certain criteria are met up to eight handicapped persons are permitted. After extensive review, which included input from the LFUCG Department of Law, a determination has been made that occupancy of a single family residence by up to eight recovering alcoholics is a legal use under the provisions of our local Zoning Ordinance.

C. Long Range Planning Activity Report

- Urban County Council – Staff made a presentation to the Urban County Council Planning and Public Safety Committee about the history and status of small area planning and other studies led by the Division of Planning. The presentation included an explanation of the definition of small area plans and how they support the implementation of the comprehensive plan as well as how completed studies inform planning decisions. In their questions and comments, the committee members expressed support for plans and studies and encouraged their continued use as planning tools.
- Greenspace Commission – The Greenspace Commission took a field trip to various multi-family residential sites to evaluate different approaches to the provision of open space. The sites included four-plex and condominium buildings in town as well as suburban complexes.
- Regional Planning Council – Staff participated in the bi-monthly meeting of the Bluegrass Regional Planning Council. The May meeting was held at Ruggles Sign Company in Versailles, which was arranged by the Versailles-Midway-Woodford County Planning Director. Participants toured the facility and discussed regulatory and enforcement issues related to signs.
- University of Kentucky – Staff welcomed students from Dr. Lynn Roche Phillips’ senior geography class who presented their semester project. The project considered the needs and opportunities of the Southland Drive area and included many of the components of a small area plan. The presentation included recommendations that would improve the viability of the area and the quality of life for those who live and work along Southland Drive. Dr. Roche Phillips is a former long-term member of the LFUCG Planning Commission.
- 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 Inventory/Monitor; Title VI/ADA; Participation; Coordination/Consultation –

- The MPO staff continues to monitor 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.
- Attended Director-Managers’ meetings at LFUCG Division of Planning.
- Conducted MPO / Transportation Section staff meetings.
- Attended Technical Committee Meeting.
- Attended Corridors Commission.

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- Attended Bluegrass Area Development District (BGADD) Regional Transportation Committee meeting.
- Attended Armstrong Mill Road West Small Area Plan Advisory Committee meeting.
- Attended LFUCG Commission for Citizens with Disabilities meeting.
- Attended stake holder meeting for the University of Kentucky Transportation Master Plan
- Attended UK Bicycle Advisory Committee – Facilities Work Group Meeting
- Attended monthly Blue Grass Airport Board meeting.
- Continued updates to new MPO website. The page had 840 visits from 670 users (75% new users) and 1,805 page views.
- The MPO's Twitter site increased by 20 follower to 1,936 during May.
- The MPO's Facebook fan page increased by 8 likes to 625. The page has 134 engaged users; and reached 2,993 users in May.
- The Lexington Area MPO YouTube channel has a total of 28 videos; 18 subscribers; 35,575 lifetime views.

1.4 Staff Development –

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2.1 Congestion Management Process (CMP) –

- Continued to work with the Kentucky Transportation Center at University of Kentucky (KTC-UK) and Kentucky Transportation Cabinet (KYTC) staff to process the GPS-probe speed data and calculate congestion management (CM) criteria and performance measures.
- Worked on the progress report for the recommendations made in the 2002 Traffic Congestion Task Force Report
- Worked with Traffic Engineering staff to expand the BlueTOAD application area in Lexington.
- 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 & Implementation –

- Utilized the 2040 MTP for the on-going Unscheduled Needs Listing (UNL) work.

2.3 Air Quality Activities –

- Continued to monitor air quality issues.
- Assisted several project sponsors with emission reduction calculations for KYTC's CMAQ application cycle.
- Asked for and compiled CMAQ project rankings from the TTCC.
- Continued air quality forecasting and began posting the forecasts on the new MPO website.

3.1 Transportation - Land Use Impact Analysis –

- Participated in one (1) zoning review meeting. In addition, staff performed cursory review of May's Board of Adjustment cases which included the review of three (3) variances, two (2) conditional use appeals, and one (1) administrative reviews for the month.
- Reviewed the Jessamine Journal and Jessamine County's website for the City of Nicholasville, and the City of Wilmore's latest planning and land development news; including monitoring legal ads for land development, potential urban annexations and transportation and related traffic issues in May.
- Traffic, traffic-related counts, and other data were provided to three (3) citizens and two (2) local government staff during May. Information and data consisted of the following items: Annual Average Daily Traffic Counts (AADT) and transportation and related socioeconomic data.
- Reviewed four (4) Final Development Plans and five (5) Development Plans, and one (1) Zoning Development plan for Bike and Pedestrian facilities and compliance for comment during the Technical Committee meeting.

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.
- Reviewed and commented on development plans for the planning technical committee.
- Monitored and managed May Cycle Tracks Smart phone application planning data. Work with GIS department to organize DATA into a manageable study evaluation format.
- Facilitated selection committee meeting for the NJCSCS. Developed scoring summary sheets, mailed letters to non-selected consultants and scheduled scoping and contract negotiation meeting with selected consultant Strand Engineering.
- Had Scoping meeting and contract negotiations with Consultant for the Nicholasville Jessamine County School Connector Study.
- Meeting with the DDA to plan four Second Sunday events around the downtown core to promote active lifestyles around biking and walking for the Kentucky Beverage Association grant Lexington received.
- Shot public service messages for Move it People Campaign with Group CJ on the benefits of biking and walking.

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- Meeting for the Lower Cane Run Wet Weather Storage Facility.
- Meeting with UK to discuss participation in the Bicycle Mobile Workshop scheduled for July.
- Meeting with Consultant to discuss entrance road to the Harvey Property and pedestrian access along the corridor.
- Participated in the kick-off meeting for the Mayor's Challenge to determine who will lead in the seven challenge areas.
- Meeting with Consultants for the Tiger Grant Application for support document request for the submittal.
- Participated in two, 4hour survey and observation sessions for Gelh Architects place making study.
- Meeting with the Garden Side Neighborhood Association to present the striping plans for the Alexandria Drive corridor from Versailles Rd to Lane Allen.
- Participated in the Walk your City Knight Foundation brainstorming and kick-off meeting for pedestrian wayfinding signage project..
- Attended two bike Lexington meetings in preparation for the Family Fun Ride on May 30th.
- Reviewed and critiqued UK engineering CE539 bike and pedestrian corridor improvement projects for the MLK road corridor.
- Participated in intersection safety audits as a part of the pedestrian safety work group.
- Continued edits and submitted GIS shape files to consultant for Bike Lexington Map updates.
- Reviewed and scored 11 proposals submitted for the NJSCS.
- Submitted soul source document to purchasing and submit PO for 2 Metro Count bike counters to begin gathering bike count data. Locations have yet to be determined
- Met twice with intergovernmental pedestrian safety work group.
- Completed and submitted 5 CMAQ grant applications for 5 projects including: West Loundon Ave Sidewalks, Brighton East Rail Trail Bridge, West Hickman Trail South, Legacy Trail Kentucky Horse Park Extension and Bike and Pedestrian Awareness Marketing and Safety Campaign.
- Bike Lexington Fun Ride steering committee meeting.
- Correspondence with CM Brown regarding extending the Gainesway Trail to Appian Way.
- Correspondence with Central Seal to begin installation of Striping Plan on Polo Club Blvd.
- Meeting with Green Space Planner and the consultant for the Red Mile development to discuss road cross sections and intersection design along the corridor.
- Followed up on the Finalized RFP for the Nicholasville and Jessamine County Bike and Pedestrian School Connector Study posted in the April 12th Jessamine Journal.
- Field verified and approved layout for Polo Club Blvd buffered bike lane project .
- Continued design work on the unfunded bike lane projects, intersections safety design projects and bike facilities maintenance projects funded by MAP money for FY 2015.
- Submitted and reviewed bike lane striping plans with Divisions of Traffic Engineering and Engineering.
- Prepared Minutes, Agenda and project updates for the Bicycle and Pedestrian Advisory Committee.
- Continued efforts with the DDA to move forward with the Town Branch Commons Plan.
- Met with various agencies/organizations to discuss sidewalk capital improvement and maintenance needs.
- Followed up on the Bike and Pedestrian Master Plan update.
- Participated in a pilot Freight Generators Study that was conducted by KYTC. Short interviews with freight generators held in Jessamine County.

3.3 Transit Planning –

- Coordinating with Lextran and Art-in-Motion and KYTC to establish CMAQ funded bus shelters on Southland Drive and Leestown Road; Working with Marillia to facilitate construction taking place this spring and summer.
- Staff hosted meeting with new Lextran GM and AGM.
- Assisting Councilman Akers with bus shelter site on the Georgetown Corridor (925 Georgetown St). Coordinating with District-7 on adjacent intersection improvements. Working with Prajna Design on possible project at this site.
- Staff coordinating with Anderson Communities for sidewalk connection project on Leestown Rd.
- Coordinating efforts for Gardenside Bus Shelter Restoration Project in progress.
- Staff conducted FTSB board meeting as chair.
- Staff attended meeting at Carmen consultant to witness Versailles Rd corridor study presentation.
- Met with Nicholasville Planning to discuss future land use for Travel Demand Model
- Working on pedestrian safety measures as part of working group.
- Staff attended Lextran board meeting.
- Worked with Lextran to answer questions concerning funding grants.

3.4 Mobility Coordination –

- Continued Spring marketing campaign including TV and Radio ads. Continued growth of FB page that grew by 564 likes to 2,160. The page has 1,473 engaged users; and reached 64,599 users in May.

3.5 Travel Demand Modeling and Project Forecasting –

- Met with Long Range Planning and Planning Services for potential developments in the futures for 5 years incremental TDM's socio-economic data.

- Continued to maintain the TransCad Travel Demand Model (TDM).
- Responded citizen/agency requests for information on different roads.
- Analyzed the model for the intersection of N. Broadway at 4th and Upper at 4th Street for consultants.

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 Project Coordination Team (PCT).
- Continued coordination activities for the Transportation Alternatives Program. The TPC approved funding for the Loudon Ave and Winchester Rd pedestrian safety improvements.

4.2 Transportation Improvement Programming (TIP) –

- Monitored TIP program projects for needed adjustments.
- Issued TIP Mod #11 to add TAP projects.

4.3 Unified Planning Work Program (UPWP) – Nothing to report

- Prepared various sections of the FY 2016 UPWP and requested staff check and edit program elements.
- Presented the FY 2016 UPWP to the TPC and received its adoption of the FY 2016 UPWP.

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 July, 2015

Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	July 2, 2015
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	July 2, 2015
Subdivision and ND-1 Items Public Meeting , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	July 9, 2015
Zoning Items Public Hearing , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	July 23, 2015
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	July 29, 2015
Unofficial Work Session, Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	July 30, 2015`

X. ADJOURNMENT