

AGENDA
URBAN COUNTY PLANNING COMMISSION
ZONING ITEMS PUBLIC HEARING

February 28, 2008

- 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** – Prior Planning Commission meeting minutes of January 31, 2008, 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, February 7, 2008, at 8:30 a.m. The meeting was attended by Commission Members: Carolyn Richardson, Neill Day, Lyle Aten, Linda Godfrey, James Mahan, and Mike Cravens. Committee members in attendance were: Hillard Newman, Division of Engineering; and Jeff Neal, Division of Traffic Engineering. Staff members in attendance were: Cheryl Gallt, Denise Bullock, Bill Sallee, and Tom Martin; as well as Ed Gardner, Department of Law; Captain(s) Bill Woodward and Charles Bowen, Division of Fire & Emergency Services; Tim Queary, Division of Streets, Roads and Forestry; and Bob Carpenter, Division of Building Inspection. The Committee made recommendations on plans as noted.

General Notes

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

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

A. DEVELOPMENT PLANS

1. **DP 2006-137: PROVIDENCE PLACE & INTERSTATE SERVICE CENTER, UNIT 6 (4/29/08)*** - located at 2200 Newtown Pike and 1931 Stanton Way. (Council District 12) **(EA Partners)**

Note: This plan requires the posting of a sign and an affidavit of such. This plan was approved by the Planning Commission at its December 14, 2006, meeting, and again on June 14, 2007, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, 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. Urban Forester's approval of tree preservation plan.
5. Greenspace Planner's approval of the treatment of greenways/bike trails and pedestrian movement.
6. Division of Fire's approval of emergency access and fire hydrant locations.
7. Division of Solid Waste's approval of refuse collection.
8. Approval of street names and addresses per 911 staff.
9. Approval of exaction information for the entire project by the Division of Planning.

In their approval, the Commission added the following four conditions recommended from the staff's EAMP Compliance Report, and adopting the staff's findings from the EAMP Compliance Report:

- a. That the rear of the residential structures that back to the B-5P area and that will back up to the proposed barn be buffered through landscaping equivalent to commercial/residential zone-to-zone screening.
- b. That the applicant provide additional pedestrian connections within the development to create complete pedestrian loops, to the approval of the Bike/Pedestrian Planner.
- c. That the applicant provide a more detailed plan for the common use of the central open space, prior to certification.
- d. That the applicant provide development standards for minimum architectural standards that would reflect at least some common architecture among the buildings.

Note: The applicant now requests a continued discussion to add a single family residential unit to the property.

The Subdivision Committee Recommended: Approval, subject to the previous conditions.

The Staff Recommended: Approval, subject to the previous 13 conditions, adding an additional condition:

10. Resolve conflict between dwelling location and existing construction easement prior to certification.

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

2. DP 2007-134: SAND LAKE & ESTES PROPERTY (AMD.) (2/28/08)* - located at Richmond Road and South Eagle Creek Drive. (Council District 7) **(EA Partners)**

Note: The Planning Commission postponed this plan at its November 8, 2007, December 13, 2007, and January 17, 2008, meetings. The purpose of this amendment is to revise the development and the layout of buildings, reduce the number of lots, and reduce the public streets and rights-of-way.

The Subdivision Committee Recommended: Approval.

The Technical Committee and Staff Recommended: Disapproval, for the following reason:

1. Per Article 21-7(e) of the Zoning Ordinance, the amended plan, as submitted, alters the essential character of the development as originally approved; specifically:
 - a. This amendment alters the approved internal circulation pattern by reducing the length of Sand Lake Drive by 550 linear feet and prevents its northern connection to the access road parallel to Richmond Road;
 - b. This plan proposes to remove the perimeter circulation previously approved along the west and southwest property boundaries;
 - c. This plan proposes to alter the approved access to adjoining public streets, and the parking layout and allocation;
 - d. This plan seeks to reduce the building square footage from 112,450 to 56,514.
 - e. In addition, the proposed use has changed from a retail shopping center to a large automobile dealership with a much smaller amount of retail shops.

- V. **ZONING ITEMS** - The Zoning Committee met on Thursday, February 7, 2008, at 1:30 p.m. in the Division of Planning Office. The meeting was attended by Commission members Ed Holmes, Lynn Roche-Phillips, Randall Vaughn, and Joan Whitman. The Committee reviewed applications, and made recommendations on zoning items as noted.

A. ABBREVIATED PUBLIC HEARINGS ON ZONE MAP AMENDMENTS AND RELATED PLANS

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 AND RELATED PLANS** – Following abbreviated hearings, the remaining petitions will be considered.

The procedure for these hearings is as follows:

- Staff Reports
- Petitioner's report(s)
- Citizen Comments - (a) in support of request, and (b) in opposition to the request
- Rebuttal - (a) petitioner's comments; (b) citizen comments; (c) staff comments
- Hearing closed and Commission votes on zone change petition and related plan(s)

1. FORTUNE OFFICES, LLC, ZONING MAP AMENDMENT & EASTWOOD, UNIT 6, SECTION 1, LOT 6 ZONING DEVELOPMENT PLAN

- a. MAR 2007-20: FORTUNE OFFICES, LLC (2/28/08)* - petition for a zone map amendment from a Professional Office (P-1) zone to a Wholesale & Warehouse Business (B-4) zone, for 5.555 net (5.635 gross) acres, for property located at 2472 Fortune Drive.

LAND USE PLAN AND PROPOSED USE

The 2007 Comprehensive Plan (Sector 8) recommends Professional Services (PS) future land use for the subject property. The petitioner proposes constructing 57,000 square feet of warehouse and accessory office space, as well as off-street parking and loading areas.

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

The Staff Recommended: Approval, for the following reason:

1. The existing Professional Office (P-1) zoning is inappropriate, and the proposed Wholesale and Warehouse Business (B-4) zoning is appropriate at this location for the following reasons:
 - a. The B-4 zone requested would be compatible with adjacent commercial development and will not adversely affect the surrounding area or other 2007 Comprehensive Plan land use recommendations for this area.

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

- b. The subject property would function well as a part of the existing business park development along Fortune Drive, and the requested zone change will allow it to function in this manner.
- c. The subject property is separated from the adjacent P-1 zoned property to the south by an existing tree stand and from the residentially zoned property to the northeast by a large detention basin. The tree stand and detention basin are more appropriate and recognizable land use buffers between the office and residential uses and the proposed wholesale/warehouse use in this instance.
- 2. This recommendation is made subject to approval and certification of ZDP 2007-113: Eastwood, Unit 6, Sec. 1, Lot 6, prior to forwarding a recommendation to the Urban County Council. This certification must be accomplished within two weeks of the Planning Commission's approval.
- 3. Under the provisions of Article 6-7 of the Zoning Ordinance, the following use restrictions shall apply to the property via conditional zoning:

PROHIBITED USES

- 1. Machine shop.
- 2. Major or minor automobile or truck repair.
- 3. Tire re-treading and recapping.
- 4. Truck terminals and freight yards.
- 5. Circuses and carnivals, even on a temporary basis.
- 6. Any wholesale or trucking use operating between the hours of 11 p.m. and 7 a.m.

These use restrictions are appropriate and necessary at this location to ensure that the proposed development adequately protects the nearby neighborhood and assisted living facility.

- b. ZDP 2007-113: EASTWOOD, UNIT 6, SECTION 1, LOT 6 (2/28/08)* - located at 2472 Fortune Drive.
(Strand Associates)

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

- 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.
- 3. Urban County Traffic Engineer's approval of parking, circulation, access, and street cross-sections.
- 4. Building Inspection's approval of landscaping.
- 5. Urban Forester's approval of tree inventory map.
- 6. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
- 7. Denote: There shall be no development of the property until the Planning Commission approves a final development plan.
- 8. Revise owner's certification and Planning Commission's certification.
- 9. Correct plan title.
- 10. Addition of written scale information.
- 11. Label building lines.
- 12. Verify the recordation of drainage easements.
- 13. Resolve building and drainage easement conflict.

2. HANDS ON ORIGINALS, INC., ZONING MAP AMENDMENT

- a. MAR 2008-5: HANDS ON ORIGINALS, INC. (4/17/08)* - petition for a zone map amendment from a Highway Service Business (B-3) zone to a Light Industrial (I-1) zone, for 0.78 net (1.12 gross) acres, for property located at 990-992 West New Circle Road.

LAND USE PLAN AND PROPOSED USE

The 2007 Comprehensive Plan recommends Light Industrial land use for the subject property. The petitioner proposes I-1 zoning in order to allow a greater use of the property by the applicant other than for office and retail purposes.

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

The Staff Recommends: Approval, for the following reasons:

- a. The requested Light Industrial (I-1) zone is in complete agreement with the 2007 Comprehensive Plan. The Plan recommends future Light Industrial use for the subject property, and for all property surrounding the location of the subject property.
- b. The change of zoning proposed for the subject property will make it consistent with those zoned to the north, east and south of this location.

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3. DEREK THOMAS ZONING MAP AMENDMENT & ANDERSON SUBDIVISION PRELIMINARY SUBDIVISION PLAN

- a. MAR 2008-6: DEREK THOMAS (4/17/08)* - petition for a zone map amendment from a Single Family Residential (R-1D) zone to a Single Family Residential (R-1E) zone, for 0.27 net (0.37 gross) acre, for property located at 317 Robertson Street.

LAND USE PLAN AND PROPOSED USE

The 2007 Comprehensive Plan recommends Low Density Residential land use for the subject property, which currently consists of one lot with one dwelling unit. The petitioner proposes R-1E zoning in order to allow the subdivision and redevelopment of the lot for the construction of two single family houses.

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

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

1. The requested R-1E zoning is appropriate for the subject property for the following reasons:
 - a. The provision of two single-family dwelling units on the subject property will be compatible with the surrounding single-family residential neighborhood. The proposed lot size of 5,851 square feet for each lot is comparable to lot sizes in the Speigle Heights neighborhood.
 - b. The property lies within the Infill & Redevelopment boundary. The proposed development of one additional single family residential dwelling unit (which is compatible with the neighborhood) meets several Objectives of Goal 8 of the 2007 Comprehensive Plan pertaining to LFUCG's infill & redevelopment strategy.
 - c. The applicant proposes to build affordable housing, thereby meeting several Objectives of Goal 13 of the 2007 Comprehensive Plan, which is to provide housing to meet the needs of all citizens.
 2. The existing R-1D zoning is inappropriate for the subject property because 73% of the existing neighborhood does not meet the minimum requirements of the R-1D zone with regard to lot size. This particular property is the fourth largest lot in the neighborhood, and the only one in its size range that cannot be subdivided under the existing R-1D zone.
 3. This recommendation is made subject to the approval and certification of 2008-7P: Anderson Subdivision, 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. PLAN 2008-7P: ANDERSON SUBDIVISION (4/17/08)* - located at 317 Robertson Street.
(2020 Land Surveying)

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

1. Provided the Urban County Council rezones the property R-1E; 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 landscape buffers.
5. Urban Forester's approval of tree protection plan.
6. Addition of adjacent property information.
7. Correct plan title.
8. Delete development plan notes and add preliminary subdivision notes per the Land Subdivision Regulations.
9. Provided the Planning Commission grants a waiver of Article 6-8 of the Land Subdivision Regulations regarding street geometrics.

C. PUBLIC HEARINGS ON ZONING ORDINANCE TEXT AMENDMENT REQUESTS

1. ZOTA 2007-8: AMENDMENT TO ARTICLE 17-7(g) TO ALLOW ADVERTISING SIGNS TO USE DIGITAL TECHNOLOGY (4/12/08)* - petition for a Zoning Ordinance text amendment to allow advertising signs (billboards) to use digital technology.

REQUESTED BY: The Lamar Companies

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

ARTICLE 17 – SIGN REGULATIONS

- 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.

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- (8) Advertising signs may utilize an Electronic Message Display System provided that only Light Emitting Diodes (LEDs) or Liquid Crystal Diodes (LCDs) or similar digital technology may be used and provided that the minimum time between message changes shall be eight seconds and that such signs shall contain no scrolling, moving, or animated display. Existing advertising signs are permitted to convert to this technology upon the issuance of a building permit. No permit shall be required for the change of message on an advertising sign using an Electronic Message Display System.

The Zoning Committee Recommended: **Postponement**.

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

1. This amendment to the Zoning Ordinance is legally inadvisable, given the fact that off-premise electronic message display signage is specifically prohibited by state law. The existing state law prohibits flashing, moving or intermittent off-premise advertising signs and restricts each sign to no more than two messages per face. The LFUCG does not have authority to allow a type of sign that is prohibited by state and/or federal law.
 2. Electronic and/or digital signage was contemplated when the signage regulations were significantly revised for Lexington-Fayette County in the early 1980s, and this type of sign was purposefully limited for on-premise signage and completely prohibited for off-premise signage.
 3. Electronic message display systems should continue to be regulated in a manner consistent with the stated intent of Article 17 of the Zoning Ordinance, namely to maintain the overall aesthetics of the community; to improve public safety by minimizing undue distraction to the traveling public; to reduce intrusions and protect property values; and for the protection and enhancement of the tourist industry by promoting a more harmonious and pleasing community image.
2. ZOTA 2008-1: AMENDMENT TO ARTICLE 8-15 TO ALLOW EXTENDED-STAY HOTELS IN THE P-1 ZONE - petition for a Zoning Ordinance text amendment to permit extended-stay hotels in the Professional Office (P-1) zone.

REQUESTED BY: Urban County Planning Commission

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

ARTICLE 8-15: PROFESSIONAL OFFICE (P-1) ZONE

8-15(d) Conditional Uses (Permitted only with Board of Adjustment approval.)

6. Extended-stay Hotels, except as permitted in a Professional Office Project.

8-15(n) Off-Street Parking

Extended-stay Hotels – One (1) space for every dwelling unit, plus one (1) space for each employee on the maximum shift.

8-15(o) Special Provisions

A Professional Office Project may be permitted by the Planning Commission for a tract of land with a minimum of ten (10) acres, upon the approval of a preliminary development plan and a final development plan as provided in Article 21, and subject to the P-1 zone regulations.

Subdivision of land in a Professional Office Project is permitted, subject to the following regulations:

1. There shall be no minimum lot size, lot frontage, yard or open space, nor maximum lot coverage or height requirements for each subdivided lot; however, all said requirements for the approved final development plan shall be applicable to the subdivision.
2. Each subdivided lot shall have access to adjacent streets or joint parking areas, as provided by appropriate easements shown on the final development plan and the final record plan.

In addition to the uses otherwise permitted in the Professional Office zone, the following uses shall be permitted in the Professional Office Project:

As a principal permitted use:

1. Extended-stay Hotels.

As accessory uses:

1. Receiving, shipping, and storage of new fixtures, equipment and other non-perishable materials for distribution to corporate or affiliated units subsidiary to the tenant(s) of a principal structure. Such activity, including loading and unloading, shall be conducted entirely within the walls of the principal structure and

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shall be limited to a maximum of twenty percent (20%) of the total floor area of said principal structure.

As a conditional use:

1. Helistops and heliports, provided such facilities conform to the requirements of all appropriate Federal, State and local regulations.

In addition to the uses otherwise permitted in the Professional Office zone, the following accessory use shall be permitted in a P-1 area of at least twenty (20) contiguous acres:

Restaurants, with or without a cocktail lounge, entertainment, dancing, and sale of alcoholic beverages, provided it meets the following conditions are met:

- a. It shall be located in an office building containing a minimum of 40,000 square feet of floor area.
- b. It shall occupy not more than twenty-five percent (25%) of the building in which it is located.
- c. It shall have no more than one public entrance and one service entrance directly to the outside of the building, and that this use shall be at least one hundred fifty (150) feet from any residential zone.
- d. It shall have no drive-in or drive-through food service.
- e. There shall be no more than two restaurants within an office building, provided that the 25% limitation is not exceeded.
- f. Signs permitted per office building may be used to identify the restaurant and/or the office use.

The Zoning Committee Recommended: Referral to the full Commission. There were questions related to the current definition of an Extended-stay Hotel.

The Staff Recommended: Approval, for the following reasons:

1. This Zoning Ordinance text amendment to Article 8-15 is a timely update to the Ordinance, as several locations have required rezoning to accommodate this use in the recent past.
 2. Extended-stay hotels cater to the professional business traveler. Locating extended-stay hotels in a Professional Office Project is a natural progression in land use, given the residential character of this specialized use.
 3. Outside of a Professional Office Project, the Board of Adjustment should review individual requests for extended-stay hotels on a case-by-case basis.
3. ZOTA 2008-2: AMENDMENT TO ARTICLE 22A-2 TO REDUCE THE LOCATION AND SIZE CRITERIA FOR THE PUD-1 ZONE – petition for a Zoning Ordinance text amendment to reduce the location and size criteria for the PUD-1 zone.

INITIATED BY: Urban County Planning Commission (at the request of the staff)

PROPOSED TEXT: (**Note:** Text double underlined indicates an addition; ~~text dashed through~~ indicates a deletion to the current Zoning Ordinance.)

APPENDIX 22A

GROWTH AREA RESIDENTIAL PLANNED UNIT DEVELOPMENT (PUD-1) ZONE

22A-1 INTENT - The intent of the Growth Area Residential Planned Unit Development (PUD-1) zone is to encourage a unified design for large tracts of land in the new growth areas of Lexington-Fayette County which will be consistent with the residential land use recommendations of the adopted Comprehensive Plan.

22A-2 MINIMUM SITE LOCATION AND SIZE CRITERIA - Application for a map amendment request to a PUD-1 zone shall be made only on property which meets the following criteria:

22A-2(a) LOCATION - The property must be entirely or substantially located within ~~the Growth Functional Planning Area as defined in the Comprehensive Plan, and within~~ an area recommended for residential (low, medium or high density) use in the adopted Comprehensive Plan.

22A-2(b) MINIMUM SIZE - No site may be zoned to a PUD-1 classification unless it is at least ~~10~~ three (3) acres in size. Enlargement of the PUD-1 zone may be permitted, regardless of the size, only if it is found that the enlargement is in accord with the requirements of the PUD-1 zone and that the enlargement would be a harmonious extension of the original design of the PUD-1 zone.

22A-6(b) MINIMUM LOT SIZE - Except for the minimum total area requirement of ~~ten (10)~~ three (3) acres under Section 22A-2, there shall be no minimum or maximum lot size dictated within this Article for the PUD-1 zone. However, the required development plans shall indicate lot sizes, and through the review and approval process, restrictions for minimum,

and where appropriate, maximum lot sizes for the entire planned unit development, or defined areas within it, shall be established.

The Zoning Committee Recommended: **Referral to the full Commission.**

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

1. The "Growth Functional Planning Area" is no longer defined in the Comprehensive Plan. As such, the PUD-1 zone has inadvertently become off-limits to those interested in using this innovative tool, since no new developments can now meet this threshold requirement.
2. The proposed change to the title of this zone will aid the understanding of out-of-town professionals analyzing our zoning regulations, since residential uses are the predominate ones allowed in PUD-1 zones.
3. The reduction from ten acres to the proposed new minimum size of a PUD-1 project will help promote greater use of the most flexible zoning alternative available to the portions of the Urban Service Area approved outside of the approved Expansion Area of 1996.

VI. COMMISSION ITEMS – Commission items, if any, will be considered at this time.

VII. STAFF ITEMS – Staff items, if any, will be considered at this time.

A. Planning Services Activity Report

- During the month of January, the Planning Services staff processed 9 zone map amendments, 3 Zoning Ordinance text amendments, 53 subdivision and development plan items, 1 Board of Architectural Review appeal and 19 Board of Adjustment appeals. 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 and one Board of Adjustment public hearing. In addition, the staff held 4 pre-application conferences for a text amendment, and several other pre-application meetings for subdivision, development plan and Board of Adjustment items.

Much of the staff's time was spent answering approximately 1,000 inquiries from people concerning zoning, subdivision plans, development plans, Board of Adjustment appeals and related matters. The staff also provided floodplain assistance for 16 property inquiries.

B. Long Range Planning Activity Report

- Comprehensive Plan – Planning staff approved the final proof of the 2007 Land Use map and witnessed its printing at a press in Cincinnati. Staff continued to prepare the 2007 Comprehensive Plan for printing.
- Fayette County Public Schools – Staff attended a meeting of the Local Planning Committee of the Fayette County Public Schools at Cassidy Elementary School. The committee is finalizing a list that prioritizes school renovations and new school construction. The Committee is chaired by John Nohta, principal of Henry Clay High School, and facilitated by Steve Kay.
- Orientation – Staff participated in the Planning Commission/Board of Adjustment orientation for new members.
- Regional Planning – Staff attended the bi-monthly meeting of the Regional Planning Commission at the Bluegrass ADD. Stewart Goodpaster, an engineer with the Kentucky Transportation Cabinet, briefed the RPC members on the scoping study for the U.S. 27/ I-75 connector.
- General Work Activities – Staff answered questions about land use options and other comprehensive plan issues. Using GIS, Pcenus and the LFUCG's building permit database, staff created maps and data sets for other LFUCG offices and citizens and officials outside the government.

C. Transportation Planning Activity Report

- Administration – Committee packets were prepared and distributed for the following Transportation Planning/MPO meetings in January: the Transportation Policy Committee (TPC); the Transportation Technical Coordinating Committee (TTCC); the Bicycle and Pedestrian Advisory Committee (BPAC); and the Congestion Management Committee (CM). Other important meetings with MPO staff participation during January included: the State Wide Transportation Planning meeting; the Jessamine County Transportation Coordination Committee; the KYTC/LFUCG Transportation Coordination meeting; Infill & Redevelopment meetings; Bluegrass Airport Board of Directors meeting; and LexTran Bus Shelters meetings. Staff participated in the Planning Commission's regularly scheduled meetings and provided input on transportation issues and the review of submitted traffic impact studies.

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- Transportation Improvement Programming (TIP) – TIP Program activities in January included the review of the future TIP Program schedule and document requirements. Staff is currently preparing data and other materials as documentation and scheduling is pursued. Four TIP modifications were drafted for the TPC's January 23, 2008, meeting, including: modifications to Citation Boulevard and Leestown Road; the Rose Street Bike Project; and the Richmond Road Multi-Use Path.
- Intelligent Transportation Systems (ITS) - The MPO staff continued to assist with implementation of the Bluegrass ITS (BITS) regional planning initiative on an as-needed basis.
- MPO Website Development – A stand-alone MPO web site can be accessed at <http://www.lexareampo.org/>. In January the website had 786 unique visitors (33% increase from December); 1,834 visits (3% increase from December); 4223 page views (6% increase from December); 1.9 GB bandwidth usage (56% increase from December); and 22,006 hits (49% increase from December). There were 340 links from search engines (45% increase from December) in January. MPO staff updated the web site with new links, graphics and content.
- Fayette & Jessamine Counties Cooperative Planning - The MPO staff continued to work with Jessamine County officials and the Bluegrass Area Development District to assess transportation system impacts in Jessamine County. The staff attended the Bluegrass ADD Transportation Coordination Committee. Staff continues to provide information to MPO counties, and records the requests in the MPO's database.
- Public Involvement – The Lexington MPO Public Participation/Involvement Access database continues to be updated for use as an advanced input/management tool for public comments. The Public Involvement Database now includes 466 records. The Lexington Area MPO's stand-alone website (www.lexareampo.org) was updated and improved. The FHWA, FTA, and APA jointly sponsored the 2008 Transportation Planning Excellence Awards. Staff believes that the MPO Participation Plan and public consultation program have an opportunity to win the Award. Staff worked on preparing the 2008 Transportation Planning Excellence Award nomination package for the MPO's Public Participation Plan and public consultation Program.
- Transit Planning – Staff met with Lextran officials and UK instructors to formulate a plan to have students work on the bus stop shape file, rectifying data that is in need of tweaking, as well as entering data for new stops, etc. Staff also met with LFUCG Division of Public Works staff to scrutinize and determine an efficient protocol for putting out bus shelters in Lexington. Lextran has grappled with many pitfalls and delays concerning past efforts to install bus shelters in already developed areas. The retro-fit of bus shelters has proven difficult in many areas of coordination. It has been suggested that MPO transit staff use the monthly TTCC meetings to present any bus shelter plans and/or concerns on an ongoing basis to keep all pertinent staff and regional players in step with our efforts to effectively put out more shelters. Another element of this ongoing analysis will be to help determine if particular bus stop placements are appropriate or possibly should be amended to a more logical placement. Another meeting was held with members of LFUCG Engineering, Traffic Engineering, Lexington area MPO staff and Lextran staff. The bus shelter project initiated by ACS, Inc., was the topic of discussion with regard to what needs to be done to get the proper permitting from LFUCG in order to make this project happen as quickly as possible. A protocol of what needs to be done was presented and is being considered internally before it is established as an accepted protocol for permitting bus shelters. Staff attended the Corridors Committee meeting to make the members aware of Art-in-Motion and the staff's desire to address possible bus shelter placement on the Newtown Pike Corridor enhancement, which will widen Newtown Pike to three lanes each direction.
- Newtown Pike Extension Study – Staff will continue to be involved in (when needed) and monitor ongoing work that includes plan development, design issues, funding strategies, meetings/discussions, TIP amendments, presentations and other various works to assist and coordinate with the Newtown Pike Extension Corridor Study and Small Area Plan Process.
- MPO Newsletter - "Bluegrass Traveler" – The next "Bluegrass Traveler" newsletter is planned for a spring 2008 edition.
- Traffic Impact and Forecasting – The staff coordinated with the Planning Services staff and the Zoning Committee to review recently submitted preliminary and final development plans, zoning map amendment applications, and text amendments for the monthly Zoning Review Meeting. Upon request, information was provided to real estate professionals, consultants and citizens in December. Staff continues to monitor the *Jessamine Journal* to track on-going land development. Jessamine County land development is continuing at a moderate pace.
- Bicycle and Pedestrian Planning - The LFUCG Bicycle and Pedestrian section is found in the Strategic Planning monthly report. Sam Hu and Rob Hammons continue to serve as acting executive secretaries for the MPO BPAC and closely coordinate all bike and pedestrian activities with the MPO, BPAC members, the KYTC District 7, and the Kentucky Transportation Cabinet's project programming personnel. A BPAC meeting was held in January and was well attended. Regular business was discussed and no recommendations were made by the committee. The work programs for the Congestion Mitigation Air Quality projects are discussed in the Air Quality section.
- Travel Demand Model – Staff continued to work with the consultants and MPO staff on different projects, providing travel demand forecasts. Staff provided a copy of the model to KYTC. Staff contacted two different consultants to review the model for possible improvements.

- Freight Planning – The final draft of the Freight Section Extension is complete and available for review by MPO members and interested parties. Staff continues to work toward a Freight Participation Plan with stakeholders.
- Air Quality Activities – Staff coordinated a meeting on January 11, 2008, to discuss the increased use of Biodiesel fuel by LFUCG Divisions. The Divisions attending included: Fleet Services, Parks and Recreation, Waste Management, Water and Air Quality, and Planning/Lexington Area MPO. After a good deal of discussion concerning the current Fayette County Particulate Matter air pollution situation, and issues related to Bio fuels and Ultra Low Sulfur (ULS) fuel, a timetable was agreed upon to increase the use of Bio fuels. The Air Quality planner helped complete the agenda and materials for the TTCC and TPC meetings. Descriptions, budgets and project ranking lists for the six FY 2009 Congestion Mitigation Air Quality projects applications were submitted for review and approval at the January 23rd TPC meeting. The Air Quality Planner was interviewed on the LFUCG TV Channel 3 program called “At Your Service”. The interview concerned the Biodiesel fuel program and the increased use of Bio fuels.
- Congestion Management Process (CMP) - Staff attended a number of transportation planning related committee meetings, such as Transportation Policy Committee (TPC); Transportation Technical Coordinating Committee (TTCC); Traffic Safety Coalition (TSC); Bicycle Pedestrian Advisory Committee (BPAC), etc. Staff reviewed the long range transportation plan and long range transit plan for the long range comprehensive planning process. The Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and American Planning Association (APA) have emphasized the importance of having a program to connect Planning and Operations. The Congestion Management Committee (CMC) staff worked with the LFUCG Division of Traffic Engineering staff and jointly initiated a program called Linking Planning and Operations. Staff continued to work on the Congestion Management Process Overview document. Staff worked on preparing a map showing the walkable community areas and favorite landmarks. Staff worked on GeoLogger TravTime software for GeoLogger data processing and reporting. Staff continued to work on the monthly, quarterly, and annual reporting.
- Downtown Development Plan - The staff advised and provided information to the Lexington Downtown Development Association (LDDA) and the selected consultants for the transportation element of this study. The MPO staff is revising an air quality analysis of the effect of the proposal to convert the downtown one-way street system to two-way streets.
- Mobility Office Activities – Staff worked on the new Ridepro ridematching software program by starting to enter data into the program. The staff received an increased number of phone calls and emails regarding vanpooling to work this month.

D. Strategic Planning Activity Report

- Infill and Redevelopment Activities – The Infill and Redevelopment Steering Committee met on January 9th and 16th to review the recommendations from each task force. The next step will include a meeting to solicit comments from interested citizens.
- Underutilized Property Survey – The data verification process is complete. The data is available to the public and intergovernmental departments via GIS maps or an Excel spreadsheet. Staff has begun the analysis of data for the USA and a selected target area.
- Neighborhood Conservation Zoning – Staff met several times with the ND-1 subcommittee of the Chevy Chase neighborhood association to assist in formulating their preliminary standards. The subcommittee presented the preliminary standards to the neighborhood on January 29th.
- Newtown Pike Extension/Southend Park Redevelopment Plans – The construction of the temporary housing is underway. The Access Management Ordinance is currently under review.
- Greenspace Commission - Staff met with Commission members, the Urban Forester and the Division of Engineering to discuss a potential text amendment. Staff prepared for and attended the Greenspace Commission meeting.
- Technical Meetings - Staff prepared for and attended the monthly meetings for the Greenway Coordinating Committee; Corridors Committee; BPAC and other transportation meetings.
- Development Review - Staff conducted a variety of development review duties and meetings and coordinated bike/pedestrian, greenway and greenspace development issues.
- Greenways - Staff attended meetings with consultants on greenway projects. Staff met with the Gleneagles Neighborhood and Stuart Hall Neighborhood on various greenway and trail issues.
- Agricultural Buffer - Staff met with Farm Bureau representatives to discuss agricultural buffers.

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- Continuing Education - Staff attended a lecture on the application of rain gardens.
- Downtown Streetscape Master Plan - Staff attended a review committee meeting with the consultant.
- Bluegrass Partnership for a Green Community - Staff attended a meeting about the parks project at Bryan Station High School. Staff attended a meeting about a potential EPA grant through the partnership.
- Complete Streets – Staff completed a draft set of recommendations regarding street cross-sections and connectivity for planning staff review.
- Regional Bike/Pedestrian Plan – Staff is waiting for delivery of the final draft.
- Bike Lane Restriping Study – Staff met with the consultants to discuss the study scope.
- South Limestone Multimodal Study - The contract has been approved by Council and will be returned to the KYTC for signature.
- Grants - Staff submitted a Recreational Trail application for the Brighton West Rail Trail. Transportation Enhancement and CMAQ applications are underway for the Brighton Rail Trail Bridge, Bates Creek Road Sidewalks and a Share the Road Campaign.

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 rehearing, 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 MARCH, 2008**

Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	March 6, 2008
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	March 6, 2008
Subdivision Items Public Hearing , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	March 13, 2008
Work Session, Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	March 20, 2008
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	March 26, 2008
Zoning Items Public Hearing , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	March 27, 2008

X. **ADJOURNMENT**

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