

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

November 30, 2017

- 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 October 26, 2017 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, November 2, 2017 at 8:30 a.m. The meeting was attended by Commission members: Headley Bell, Will Berkley, Karen Mundy, and Carolyn Plumlee. Committee members in attendance were: Vaughan Adkins, Division of Engineering; and Casey Kaucher, Division of Traffic Engineering. Staff members in attendance were: Traci Wade; Tom Martin; Cheryl Gallt; Denice Bullock; Lieutenant Joshua Thiel, Division of Fire & Emergency Services; Tracy Jones & Andrea Brown, 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, November 2, 2017 at 1:30 p.m. to review zoning map amendments and Zoning Ordinance text amendments. The meeting was attended by Commission members Mike Cravens, Larry Forester, and Bill Wilson. The Committee members reviewed applications and made recommendations as noted.

A. ABBREVIATED PUBLIC HEARINGS ON ZONING MAP AMENDMENTS

The staff will call for objectors to determine which petitions are eligible for abbreviated hearings.

Abbreviated public hearings will be held on petitions meeting the following criteria:

- The staff has recommended approval of the zone change petition and related plan(s)
- The petitioner concurs with the staff recommendations
- Petitioner waives oral presentation, but may submit written evidence for the record
- There are no objections to the petition

B. FULL PUBLIC HEARINGS ON ZONE MAP AMENDMENTS - Following abbreviated hearings, the remaining petitions will be considered.

The procedure for these hearings is as follows:

- Staff Reports (30 minute maximum)
- Petitioner's report(s) (30 minute maximum)
- Citizen Comments
 - (a) proponents (10 minute maximum OR 3 minutes each)
 - (b) objectors (30 minute maximum) (3 minutes each)
- Rebuttal & Closing Statements
 - (a) petitioner's comments (5 minute maximum)
 - (b) citizen objectors (5 minute maximum)
 - (c) staff comments (5 minute maximum)
- Hearing closed and Commission votes on zone change petition and related plan(s)

Note: Requests for additional time, stating the basis for the request, must be submitted to the staff no later than two days prior to the hearing. The Chair will announce its decision at the outset of the hearing.

1. WILLSTONE, LLC ZONING MAP AMENDMENT & BELLA VISTA SUBDIVISION, LOT 6 ZONING DEVELOPMENT PLAN

- a. PLN-MAR-17-00038: WILLSTONE, LLC (12/31/17)*- petition for a zone map amendment from a Single Family Residential (R-1C) zone to a Neighborhood Business (B-1) zone, for 0.256 net (0.299 gross) acres, for property located at 101 Dennis Drive. 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 Plan's mission statement notes that this will be accomplished while protecting the environment,

* - Denotes date by which Commission must either approve or disapprove request, unless agreed to a longer time by the applicant.

promoting successful, accessible neighborhoods, and preserving the unique Bluegrass landscape that has made Lexington-Fayette County the Horse Capital of the World.

The petitioner proposes a rezoning to a Neighborhood Business (B-1) zone in order to construct a retail establishment, approximately 2,050 square feet in size, and associated off-street parking.

The Zoning Committee Recommended: **Approval**.

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

1. The proposed Neighborhood Business (B-1) zone is appropriate and the existing Single Family Residential (R-1C) zone is inappropriate, for the following reasons:
 - a. The proposed B-1 zone is compatible and consistent with the B-1 and P-1 zoning that exists within the immediate area.
 - b. Existing residentially zoned land in this area is generally suited to a future commercial land use and is awaiting redevelopment. The subject property is the only residentially zoned lot remaining on Dennis Drive, but it has not been used for residential land use for more than 20 years.
 - c. Historic land use decisions and previously adopted Comprehensive Plans have collectively encouraged a higher intensity of land use and a commercial character for the area to the point where the existing single-family residential zoning is no longer compatible or desirable in this location.
 - d. The depth of commercial land use and zoning along the west side of Nicholasville Road is approximately 225 to 275 feet within the immediate area. The proposed rezoning would be consistent with the existing land use pattern in the area.
2. This recommendation is made subject to the approval and certification of PLN-MJDP-17-00104: Bella Vista Subdivision, 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.

b. REQUESTED VARIANCE

1. To reduce side yard (west) from 12 feet to 5 feet. Staff will report at the meeting.

c. PLN-MJDP-17-00104: BELLA VISTA SUBDIVISION, LOT 6 (12/31/17)* - located at 101 Dennis Drive.
(Vision Engineering)

The Subdivision Committee Recommended: **Approval**.

1. Provided the Urban County Council rezones the property B-1; otherwise, any Commission action of approval is null and void.
2. Urban County Engineer's acceptance of drainage, storm and sanitary sewers, and floodplain information.
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. Resolve timing of resolution of plated building line conflict with B-1 zone requirements.
6. Relocate proposed building to meet the required side yard setback per Art. 15-3 and delete note #10.
7. Resolve access to adjacent lot (2413 Nicholasville Road) at final development plan.

2. **ANDERSON LURADANE, LLC ZONING MAP AMENDMENT & SULLIVAN PARK & DEVEREUX SUBDIVISION ZONING DEVELOPMENT PLAN**

- a. PLN-MAR-17-00039: ANDERSON LURADANE, LLC (12/31/17)*- petition for a zone map amendment from a Single Family Residential (R-1D) zone to a High Density Apartment (R-4) zone, for 0.92 net (1.06 gross) acres, for properties located at 135, 137 & 139 American Avenue and 112, 114, 116 & 118 Burley Avenue. Dimensional variances are 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 Plan's 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.

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

* - Denotes date by which Commission must either approve or disapprove request, unless agreed to a longer time by the applicant.

The applicant proposes redeveloping the subject properties with a combination of single-family residences and multi-family dwelling units, as well as associated off-street parking. The corollary development plan depicts 26 dwelling units, with 31 bedrooms, which represents a density of 28.38 dwelling units per net acre. Numerous dimensional variances are requested in conjunction with the requested zone change for the subject properties.

The Zoning Committee Recommended: **Postponement**.

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

1. Currently, the proposed corollary development plan is a hybrid between a group residential development and individual R-4 zoned lots. This creates a myriad of regulatory compliance issues that must be addressed for both types of plans. The staff would like to explore other options with the petitioner to create a plan that supports the 2013 Comprehensive Plan's policy statements, goals and objectives.
2. The compatibility of the High Density Apartment (R-4) zone for the subject property should be further discussed with the petitioner, especially in light of the limited infrastructure within the neighborhood, the need to achieve an effective and comprehensive transportation system, the land use patterns of the neighborhood and the desire to provide context sensitive development that respect's the immediate area's design features.

b. REQUESTED VARIANCE

1. Reduce the required front yard along American Avenue from 20 feet to 8 feet
2. Reduce the required rear yard from 10 feet to 5 feet at 112 and 118 Burley Avenue
3. Eliminate the zone-to-zone screening requirement.

The Zoning Committee recommended: **Postponement** per the staff recommendations.

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

- a. Generally, when a variance is requested, one of the findings required to grant the variance must be based on special circumstances applicable to the property/properties that would serve as a justification for the variance. "Special circumstances" are typically understood to be physiographic in nature that would prevent a structure or structures from being constructed at the required setback. That situation does not appear to exist with this request; and, until further, more detailed reasoning is provided for needing the variances, the staff is unable to support the applicant's request.
- b. In reviewing the proposed variances for this zone change request, it was discovered that a fourth variance is needed that was not requested. A postponement will allow the applicant to apply for a side yard variance for 112 and 118 Burley Avenue, as described in the body of this report, and to provide the necessary notification to surrounding property owners.
- c. PLN-MJDP-17-00106 SULLIVAN PARK & DEVEREUX SUBDIVISION (12/31/17)* - located at 135, 137 & 139 American Avenue and 112, 114, 116 & 118 Burley Avenue.
(Barrett Partners)

The Subdivision Committee Recommended: **Postponement** subject to the following conditions:

1. Provided the Urban County Council rezones the property R-4; otherwise, any Commission action of approval is null and void.
2. Urban County Engineer's acceptance of drainage, storm and sanitary sewers, and floodplain information.
3. Urban County Traffic Engineer's approval of parking, circulation, access, and street cross-sections.
4. Urban Forester's approval of tree inventory map.
5. Denote height of building in feet on plan.
6. Denote compliance with Article 15-7 shall be determined at time of final development plan.
7. Denote pedestrian access to American Avenue.
8. Demonstrate compliance with open space required.
9. Discuss compliance with R-4 zone requirements.
10. Discuss note #12.
11. Provided the Planning Commission grants the requested variance to Article 18.
12. Discuss water quality/stormwater improvements per the Engineering Manuals.
13. Discuss improvements to Burley and American Avenues.

C. PUBLIC HEARINGS ON ZONING ORDINANCE TEXT AMENDMENTS

1. **ZOTA 2017-6: AMENDMENT TO ALLOW OFF-SITE AIRPORT PARKING AS A CONDITIONAL USE IN THE AGRICULTURAL RURAL (A-R) ZONE** - petition for a Zoning Ordinance text amendment to Article 8-1(d) of the Zoning Ordinance to allow off-site airport parking as a Conditional Use in the Agricultural Rural (A-R) zone.

REQUESTED BY: Steve Clark and Lexington Airport Parking

PROPOSED TEXT: Copies are available from the staff.

* - Denotes date by which Commission must either approve or disapprove request, unless agreed to a longer time by the applicant.

ARTICLE 8-1: AGRICULTURAL RURAL (A-R) ZONE

8-1(d) Conditional Uses (Permitted Only with Board of Adjustment Approval)

32. Parking lots, but only when the following conditions are met:

- a. The parking lot must have been constructed by January 1, 2017.
- b. The parking lot must be paved with an all-weather surface of either asphalt or concrete. No new paving shall be permitted to create or expand a parking lot; however, resurfacing of any existing areas shall be permitted.
- c. The parking lot must have a minimum of one-hundred (100) spaces.
- d. The parking lot must be within one and one-half (1 1/2) miles of an airport providing regular, commercial air service.
- e. Screening must be provided in accordance with the Vehicular Use Area screening requirements.
- f. Any lighting installed must be directed away from residential or agricultural uses.

The Zoning Committee Recommended: **Referral.**

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

1. The proposed addition to the Zoning Ordinance to permit an off-site parking lot for a commercial airport is not consistent with the adopted Rural Land Management Plan, nor the draft update to the Plan which is to be considered by the Planning Commission within the next two months. Further, the adopted 2013 Comprehensive Plan recommends protecting the natural landscapes that make our county unique. Permitting commercial parking lots does not support this vision.
 2. The Blue Grass Airport has adopted a Master Plan for the airport in 2013 that includes developing additional on-site parking. Additionally, the airport has bonds already secured to add 2,500 parking spaces in phases over the 3 to 17 years. The proposed text amendment could have a negative impact on the airport's ability to re-pay bonds for that parking by reducing potential revenue.
 3. The petitioner's proposed text amendment is not consistent with the intent of the Agricultural Rural (A-R) zone to preserve the rural character of the Rural Service Area by promoting agriculture and related uses. An off-site parking lot for a commercial airport does not purport to promote agriculture or related uses, nor does the proposed use have any specific need to be located within the rural service area due to space requirements.
2. **ZOTA 2017-7: AMENDMENT TO ALLOW HOTELS AS A PRINCIPAL PERMITTED USE WHEN LOCATED IN PROFESSIONAL OFFICE PROJECTS IN THE PROFESSIONAL OFFICE (P-1) ZONE** - petition for a Zoning Ordinance text amendment to Article 8-15(o)(1) of the Zoning Ordinance to allow hotels as a Principal Permitted Use when located in Professional Office Projects in the Professional Office (P-1) zone.

REQUESTED BY: PWM Real Estate Holdings, LLC

PROPOSED TEXT: Copies are available from the staff.

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

8-15(o) Special Provisions

1. 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:

- a. 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.
- b. 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. Hotels and Extended-Stay Hotels.
2. Mail Service Facilities.

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

* - Denotes date by which Commission must either approve or disapprove request, unless agreed to a longer time by the applicant.

2. Shoe repair, clothing alteration or tailoring services.

As conditional uses:

1. Helistops and heliports, provided such facilities conform to the requirements of all appropriate Federal, State and local regulations.
2. Beauty shops and barber shops, with no restrictions.

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:

Restaurant(s), with or without a cocktail lounge, entertainment, dancing, and sale of alcoholic beverages, provided it meets the following conditions:

- 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: **Postponement.**

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

1. The staff would like to engage the petitioner to discuss possible locational criteria and maximum ratio of hotels within any Professional Office Project, prior to formulating a substantive recommendation to the Planning Commission.

VI. **COMMISSION ITEMS**

- a. **TIF REPORT – STATEMENT OF COMPLIANCE WITH COMPREHENSIVE PLAN** – Proposed University of Kentucky Coldstream Research Campus Mixed-Use Project TIF development plan for property located within university research park along Newtown Pike, Citation Boulevard, McGrathiana Parkway, Aristides Boulevard, and Bull Lea Road. (Council District 2)

The Staff will report at the meeting.

- b. **PFR 2017-4: FAYETTE COUNTY PUBLIC SCHOOLS** – a Public Facility Review for a new elementary school located on a portion of 260 Richardson Place. (Council District 7)

The Staff will report at the meeting.

- c. **RURAL LAND MANAGEMENT PLAN** – The staff will present the draft Rural Land Management Plan. The Planning Commission will take public comments, then consider adopting the Rural Land Management Plan as an amendment to the 2013 Comprehensive Plan.

VII. **STAFF ITEMS** – The staff will report at the meeting.

A. **Long Range Planning Activity Report**

Imagine Lexington – Staff continued to meet with Council's Ad Hoc Committee to review the Planning Commission's Recommended 2018 Goals and Objectives. Council met on October 17th and 24th to review the text and Staff addressed questions and concerns as they arose from Council. The public hearing for the Goals and Objectives was on October 24th and was well attended. Staff and Council took the public's comments and concerns into consideration while proceeding with the review of the Goals and Objectives. Council has scheduled their last Ad Hoc Committee meeting to review the text for November 7th with the intent of making a motion at their work session that afternoon. The first and second readings of the Goals and Objectives are scheduled for November 9th and 16th.

All of the materials presented to Council's Ad Hoc Committee are made available to the public on *Imagine Lexington's* website, www.imaginelexington.com. Along with these materials, many other resources are available for the public to learn more about the planning process, other plans or studies conducted by the Division of Planning, as well as information on how to contact the Division of Planning with questions, concerns or comments on the planning process.

The Planning and Public Safety Committee asked for Staff to present on October 17th the process and outcomes of the public input for the Goals and Objectives, especially the On the Table initiative and the final Public Input Report.

* - Denotes date by which Commission must either approve or disapprove request, unless agreed to a longer time by the applicant.

Staff continued to update information hosted on *Imagine Lexington's* website, www.imaginelexington.com. Studies, plans, data and presentations are all available so the public to access. Staff's desire is to make the website user friendly and attractive so that it serves the public and any interested parties to the best of their ability.

Staff continues to maintain *Imagine Lexington's* three social media sites – Facebook, Twitter and Instagram. Staff will continue to share photos and information as other events and meetings occurs. Staff's intent is to be as transparent as possible and keep the public informed and aware of all in which the Division of Planning is involved.

Lexington Public Library – Staff attended the Urban Libraries Council's Annual Forum in St. Paul, Minnesota to receive the "Top Innovator Award" with the Lexington Public Library for their participation in On the Table.

Sister Cities – Staff presented to representatives from Lexington's Sister City, County Kildare, Ireland about Lexington-Fayette County's planning practices. Great conversation was had about the history of planning in Fayette County, as well as comparisons and contrasts to County Kildare's planning practices.

Greenspace Commission – Staff met with the Greenspace Commission to hear a presentation from Scott Thompson, the Bike and Pedestrian Planner, in regards to Lexington-Fayette County's 2017 Bike/Ped Master Plan Update.

Rural Land Management Plan Update – Staff continued to edit and prepare the final draft of the Rural Land Management Plan. Edits included capturing photographs that would be integrated into the Plan to exemplify land uses, historic properties, landscapes, etc. Staff presented the updated Plan to the Planning Commission on October 19th. The final Plan is scheduled to be heard during November 30th's Planning Commission meeting.

APA Audio Conferences – For many years, Staff has hosted APA Audio Conferences for continuing-education credits for both LFUCG and AICP. There was one APA Audio Conference hosted in the month of October, whose title is as follows: *Integrating LEED ND and SITES into Your Planning Approach*.

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.

B. Transportation Planning Activity Report

1.1 Inventory/Monitor; Title VI/ADA; Participation; Coordination/Consultation

- Attended Director-Manager meetings at LFUCG Division of Planning.
- Conducted MPO / Transportation Section staff meetings.
- Attended LFUCG Pedestrian Safety Work Group.
- Attended Town Branch Technical Coordination Meeting.
- Attended Commission for People with Disabilities.
- Attended LFUCG Corridors Commission.
- Attended 4 weekly repaving meetings with Streets and Roads.
- Attended University of Kentucky Bicycle Advisory Committee Meeting.
- Attended Tree Board Meeting.
- Attended KYTC Statewide Planning meeting.
- The MPO website had 323 visits from 264 users and 706 page views in October.
- The MPO's Twitter site had 2,064 followers in October.
- The MPO's Facebook page had 841 likes in October. The page had 28 engaged users and reached 131 users.

1.2 Staff Development

- Attended Webinar titled "Making Signals Work for Bicycles and Pedestrians".
- Attended "University Cities" Conference.

2.1 Congestion Management Process (CMP)

- Worked on spreadsheets, graphs, and maps to document annual congestion trends on selected corridors in the CM network using Blue TOAD system Travel Time Index (TTI) data.
- Worked on spreadsheets to document monthly congestion trends for Winchester Road using Blue TOAD system TTI data.
- Worked with Planning and Traffic Engineering staff to prepare and schedule presentations for the CM Committee meeting.
- Worked with KYTC and Traffic Engineering staff on ITS-CMS project coordination.
- Reviewed specifications in regard with traffic signal system controller and traffic management system requirements.

* - Denotes date by which Commission must either approve or disapprove request, unless agreed to a longer time by the applicant.

- Reviewed FHWA Travel Volume Trends report.
- Used live and typical Google Traffic maps to document annual congestion trends at most congested time-of-day in a week and most congested month in a year for recurring congestion, such as bottlenecks and poor signal timing.

2.2 Transportation Plan Update & Implementation

- Staff is continuing to learn to run the model for upcoming Planning updates.

2.3 Air Quality Activities

- No activity to report.

3.1 Transportation - Land Use Impact Analysis

- Provided assistance and answered inquiries on various potential Traffic Impact Studies.
- Reviewed, reported and presented to the LFUCG Planning Commission about 1 traffic impact study that was filed in conjunction with a zone change request.
- Provided support concerning transportation and land use issues on various development applications in Fayette County and Jessamine County.

3.2 Multimodal/Transportation Enhancement Planning

- Responded to approx. 20 citizen/agency requests for information on bike and pedestrian issues.
- Worked on various intersection safety design projects and bike facility maintenance projects funded by MAP money for FY 2016.
- Reviewed and submitted comments in Plan Tracker for 12 plans for bike and pedestrian circulation requirements.
- Corresponded on 14 plans approved by the planning commission for compliance with conditional signoff requirements.
- Conducted meeting with Parks and Recreation Master Plan Consulting Team to update and evaluate where the Two master plans overlap in design, policy, maintenance and connectivity of trail networks.
- Two conference call meetings with the Safe Streets Academy over sight team to discuss the program and the implementation over the next year.
- Gave a presentation on the progress of the Bike and Pedestrian Master Plan to the Greenspace commission, The Urban County Council and the Transportation Policy Committee.
- Conducted field work and meetings with consulting team while they were in town for a 4-day period.
- Reviewed and redlined policy and program recommendation for the Bike and Pedestrian Master Plan Update.
- Held 6 calls with the consulting team for the BPMP to discuss plan progress and presentation of the draft networks.
- Reviewed major and minor arterials and collectors for the inclusion of bicycle and pedestrian improvements.
- Organized and developed reports from the Metro Count Data counters on the Arboretum Woods Trail and the Legacy Trail and reported to BPAC, UK and LFUCG Engineering.

3.3 Transit Planning

- Staff attended Via Creative board meeting as Co-Chair.
- Staff attended FTSB board meeting as Chair.
- Coordinated meeting with Lextran and Fayette Public Schools Transportation to explore ideas of collaboration in transportation needs of schools.
- Obtained structural engineer for Winburn bus shelter project – Poage Engineers.

Mobility Coordination

- Staff finalized the draft RFP for FY-2017-2018 marketing services.
- Initiated a budget amendment to add more funds to the marketing campaign.

3.5 Travel Demand Modeling and Project Forecasting

- Continued to review and practice with the TDM for MPO activities.

4.1 Program Administration

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

* - Denotes date by which Commission must either approve or disapprove request, unless agreed to a longer time by the applicant.

4.2 Transportation Improvement Programming (TIP)

- Processed TIP Modification #4. Met with LFUCG Engineering to identify funds for (emergency) Wilson Downing Bridge Replacement.

4.3 Unified Planning Work Program (UPWP)

- Utilized 2017 UPWP for program element tasks and reviewed comparison of hours/funding budgeted versus expended to date.
- Completed Quarterly Progress Report and submitted to KYTC.

C. Zoning Compliance Planning Activity Report

Enforcement

A total of 43 new case investigations were initiated in October, which represented a fairly sharp rise from September. Just over 65% of those new cases related to complaints about illegal business activities taking place in residential areas, signage, and interference with driver visibility at intersections due to overgrown vegetation. A total of 32 cases (some old, some new) were resolved, meaning that necessary actions were taken by a property owner or occupant to fix a zoning compliance problem. Annual inspections were made on 14 properties with conditional uses, and all were determined to be in substantial compliance.

Permitting

Since January 1, 2012 Zoning Compliance Permits have been required before a building or premises can be occupied for a specific use or a change in use, with some exceptions for agricultural uses and single family or two-family residences. In October, 12 such permits were issued (a marked decrease from August and September). Technical assistance was also provided to the Division of Building Inspection (at weekly "Review Board" meetings) in review of 11 applications for new commercial or multi-family building construction, and 26 applications for remodel activity, "fit-ups" or change in use requests.

Board of Adjustment

Five applications/appeals were fully considered by the BOA at the October 27 public hearing, consisting of four variances and one conditional use request. Three of the variances and the conditional use (for a church to use an existing building in the B-3 zone) were approved by the Board with no opposition from the public. A variance request to reduce the required parking for a new mixed-use apartment building (apparently geared toward serving students) on South Upper and Jersey Street was met with some opposition from surrounding property owners and residents. That request was ultimately approved, with a very close vote, after a long hearing.

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 DECEMBER 2017

Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	December 7, 2017
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	December 7, 2017
Subdivision and ND-1 Items Public Meeting, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	December 14, 2017
Zoning Items Public Hearing, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	December 14, 2017
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	December 20, 2017

X. ADJOURNMENT

TLW/TM/dw

* - Denotes date by which Commission must either approve or disapprove request, unless agreed to a longer time by the applicant.