

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

April 26, 2018

- 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 March 22, 2018 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, April 5, 2018, at 8:30 a.m. The meeting was attended by Commission members: Karen Mundy, Carolyn Plumlee, Frank Penn, Mike Owens and Will Berkley. Committee members in attendance were: Hillard Newman, Division of Engineering; and Casey Kaucher, Division of Traffic Engineering. Staff members in attendance were: Traci Wade; Tom Martin; Cheryl Gallt; Hal Baillie; Denice Bullock; Captain Greg Lengal & Captain Joshua Thiel, Division of Fire & Emergency Services; 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.

A. DEVELOPMENT PLANS

- 1. PLN-MJDP-18-00015: RICHARDSON PROPERTY (AMD) (6/3/18)* - located at 300 HANNAH TODD PLACE, LEXINGTON, KY Council District 7 Project Contact: ECSI, LLC

Note: This development plan requires the posting of a sign, and an affidavit of such. The purpose of this amendment is to add 36 more condominium units.

The Subdivision Committee Recommended: **Postponement**. The applicant failed to post the required signage on the property within a minimum of 14-days prior to the public meeting.

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

- 1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
 - 2. Urban County Traffic Engineer's approval of street cross-sections and access.
 - 3. Landscape Examiner's approval of landscaping and landscape buffers.
 - 4. Addressing Office's approval of street names and addresses.
 - 5. Urban Forester's approval of tree preservation plan.
 - 6. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
 - 7. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
 - 8. Division of Waste Management's approval of refuse collection locations.
 - 9. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
 - 10. Denote record plat designation.
 - 11. Clarify area of amendment on vicinity map.
 - 12. Denote access point for construction vehicles.
 - 13. Addition of exactions to the approval of Division of Planning.
 - 14. Clarify totals of units in site data for EAR-2 zone.
 - 15. Revise building height to meet a maximum of 35' in the EAR-2 zone.
- 2. PLN-MJDP-18-00022: LANSLOWNE SUBDIVISION, UNIT 18-D, SEC 2 (TOWNHOMES OF LAREDO) (AMD) (6/3/18)* - located at 3409 LAREDO DRIVE, LEXINGTON, KY Council District 4 Project Contact: EA Partners

Note: The purpose of this amendment is to create 16 lots and depict the townhouse development.

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

- 1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
- 2. Urban County Traffic Engineer's approval of street cross-sections and access.
- 3. Landscape Examiner's approval of landscaping and landscape buffers.
- 4. Addressing Office's approval of street names and addresses.
- 5. Urban Forester's approval of tree preservation plan.
- 6. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.

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

7. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
8. Division of Waste Management's approval of refuse collection locations.
9. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
10. Denote stormwater detention location on property per Article 21 requirements.
11. Discuss pedestrian and vehicular access to right-of-way from each unit.

V. **ZONING ITEMS** - The Zoning Committee met on Thursday, April 5, 2018 at 1:30 p.m. to review zoning map amendments and Zoning Ordinance text amendments. The meeting was attended by Commission members Mike Cravens, Carolyn Richardson, and Bill Wilson. Staff members in attendance were: Traci Wade; Tom Martin; Aliza Tourkow; Hal Baillie; Jimmy Emmons; Debbie Woods; Andrea Brown, Department of Law. 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. **WINCHESTER 836, LLC ZONING MAP AMENDMENT & ARLINGTON WEEKLY PAYMENT LOT & INVESTMENT COMPANY'S ADDITION ZONING DEVELOPMENT PLAN**

- a. PLN-MAR-17-00041: WINCHESTER 836, LLC (4/26/18)*- petition for a zone map amendment from a Neighborhood Business (B-1) zone to a High Rise Apartment (R-5) zone, for 0.842 net (1.202 gross) acres, for property located at 1104, 1106, 1186 & 1190-1194 N. Limestone. 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 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 subject properties are located within the boundary of the Central Sector Small Area Plan (CSSAP), adopted by the Planning Commission in April 2009, specifically Subarea "D". The CSSAP recommends significant streetscape improvements along North Limestone, retention of North Limestone's unique character as a traditional neighborhood retail corridor, utilization of Best Management Practices for stormwater improvements, preservation of structures with historical and cultural value, and provision of adequate and quality affordable housing.

The petitioner proposes to redevelop the entire site with a multi-family apartment building and associated off-street parking. A total of 36 dwelling units are proposed, for a residential density of 42.8 dwelling units per acre. Dimensional variances are also requested in association with the proposed zone change.

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

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

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

1. The requested High Rise Apartment (R-5) zone is not in agreement with the 2013 Comprehensive Plan, and the Central Sector Small Area Plan (CSSAP), for the following reasons:
 - a. The subject property is located within Sub-Area D of the Central Sector Small Area Plan, and North Limestone has been designated as a "neighborhood connector" corridor within this particular area and a "focus area."
 - b. The Central Sector Small Area Plan, within the recommendations stated for Sub-Area D, establishes the priority of retaining the "unique character of North Limestone as a traditional neighborhood retail corridor" and also indicates a need to upgrade the North Limestone streetscape and building façades.
 - c. The Central Sector Small Area Plan encourages providing affordable housing, utilizing Best Management Practices for stormwater improvements, preservation of structures with historical and cultural value, and offering goods and services for local residents. Although the petitioner indicates their intent to offer affordable housing units within the corridor, they have not provided any documentation in that regard.
 - d. The 2013 and 2018 Comprehensive Plan's Goals and Objectives both encourage compact and contiguous development, but such infill or redevelopment project should "respect the context and design features of areas surrounding development projects" (Theme A, Goal #2b).
 - e. The R-5 zone allows a Floor Area Ratio of 1.3, far higher than any of the surrounding land uses, and in stark contrast to the R-1C zoning and single-family homes within the Highlawn neighborhood to the southeast. In addition, the applicant is also requesting a front yard setback variance, and has eliminated the usable open space at ground level, both of which would help to improve the urban fabric and the streetscape along N. Limestone. Instead, the proposed residential structure has very little architectural character, with a mass and scale that does not have a positive impact on the streetscape (based upon rendering provided by the applicant).
2. The proposed R-5 zone is not compatible with the character of N. Limestone, nor the nearby single-family residential neighborhood. The petitioner should consider a development that complies with the existing zoning, which would support the Central Sector Small Area Plan, or a less intense residential zone that would be more compatible with the nearby neighborhoods.
3. There have been no unanticipated changes of an economic, physical, or social nature in the immediate area since the adoption of the 2013 Comprehensive Plan that have significantly changed the basic character of the immediate area.

b. REQUESTED VARIANCE

1. Reduce the number of required parking spaces from 55 to 52.
2. Reduce the required front yard from 20 feet to 10 feet.

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

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

- a. Granting the requested front yard variance may alter the character of the general vicinity, which generally respects a 20-foot setback along the N. Limestone corridor.
 - b. Strict application of the requirements of the Zoning Ordinance would require a redesign of the associated preliminary development plan and a potential decrease in the number of dwelling units for this redevelopment project. A postponement will provide an opportunity to reconsider the design of the property to more closely reflect the character of the surrounding neighborhood.
 - c. The staff is not supportive of the requested R-5 zone, which the variances are generally contingent upon. Modification of the requested zone and associated floor area ratio may eliminate the need for both variances on the site.
- c. PLN-MJDP-17-00121: ARLINGTON WEEKLY PAYMENT LOT & INVESTMENT COMPANY'S ADDITION (4/26/18)* - located at 1104, 1106, 1186 AND 1190-1194 N. LIMESTONE. **(Vision Engineering)**

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

1. Provided the Urban County Council rezones the property R-5; 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. Greenspace Planner's approval of the treatment of greenways and greenspace.
6. Denote location of covered bus transit stop.
7. Denote diameter of existing trees within the Tree Inventory information.
8. Denote review by the Royal Spring Aquifer Committee required at Final Development Plan.
9. Denote construction access on plan.

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10. Provided the Planning Commission grants the requested variances to reduce the N. Limestone front yard and to reduce the required parking.
11. Denote compliance with Article 15-7 Infill and Redevelopment requirements shall be resolved at time of Final Development Plan.
12. Denote compliance with Central Sector Small Area Plan recommendations shall be resolved at time of Final Development Plan.
13. Denote the ability to meet tree canopy requirements shall be resolved at time of Final Development Plan.
14. Discuss cross-section widths for N. Limestone and Carlisle Avenue.
15. Discuss usable open space requirements and compliance utilizing roof top space

2. OVERBROOK FARM, LLC ZONING MAP AMENDMENT & SAMFORD & MCCrackEN FARMS, UNIT 2 & ALFORD PROPERTY ZONING DEVELOPMENT PLAN

- a. PLN-MAR-18-00002: OVERBROOK FARM, LLC (4/2918)*- petition for a zone map amendment from an Agricultural Rural (A-R) zone to a High Density Apartment (R-4) zone, for 19.34 net (20.79 gross) acres and to Planned Neighborhood Residential (R-3) zone, for 32.19 net (33.76 gross) acres for property located at 2451 and 2525 Armstrong Mill Road.

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. In addition, the Comprehensive Plan has established six themes, with goals and objectives to support each of the themes, which include: Growing Successful Neighborhoods (Theme A), Protecting the Environment (Theme B), Creating Jobs and Prosperity (Theme C), Improving a Desirable Community (Theme D), Maintaining a Balance between Planning for Urban Uses and Safeguarding Rural Land (Theme E) and Implementing the Plan for Lexington-Fayette County (Theme F).

The petitioner proposes to rezone the subject site in order to develop a mix of single family homes, townhouses, and apartment buildings on 51.53 net acres. A total of 363 dwelling units are proposed, for a residential density of approximately 7 dwelling units per acre. A traffic study was submitted with the requested zone change.

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

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

1. The applicant has not demonstrated consideration of Comprehensive Plan recommendations related to the placement of the higher density uses (those within the R-4 zone) along the higher intensity roadway of Armstrong Mill Road.
2. The applicant has not provided a plan that creates a sense of place, properly locates dwellings with differing densities, has single-loaded streets, and is centered around a neighborhood focal point.
3. Environmentally sensitive features need to be discussed and possibly better protected, including topography and floodplains.
4. Placement of a trail within the floodplain around the Armstrong Mill Road tributary needs to be discussed, as this natural feature should be an amenity to all residents of this development. Staff and the applicant need to meet to determine whether this should be a greenway dedicated to LFUCG or if the HOA should maintain ownership.
5. The ownership and upkeep of the community park needs to be determined. Staff and the applicant need to meet with the Division of Parks and Recreation to determine if LFUCG ownership is advisable or if the HOA should maintain ownership.[T1]

- b. PLN-MJDP-18-00008: SAMFORD & MCCrackEN FARMS, UNIT 2 & ALFORD PROPERTY (4/29/18)* - located at 2451 and 2525 ARMSTRONG MILL RD. (**Vision Engineering**)

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

1. Provided the Urban County Council rezones the property R-3 & 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. Greenspace Planner's approval of the treatment of greenways and greenspace.
6. Department of Environmental Quality's approval of environmentally sensitive areas & steep slopes.
7. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
8. Denote 25' floodplain setback.
9. Denote no access to Armstrong Mill except for street intersections.
10. Clarify number of townhomes in the site statistics.

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11. Provided the Planning Commission grants a waiver to Article 6-8(q)(2)(d) of the Land Subdivision Regulations.
12. Denote connection (entrance) to future Squires Trail shall be resolved at time of Final Development Plan.
13. Discuss capacity of existing pump station.
14. Discuss relocation of proposed multifamily units between floodplain and Armstrong Mill Road.
15. Discuss landscaping adjacent to Armstrong Mill Road.

3. **CLAY INGELS COMPANY, INC ZONING MAP AMENDMENT & LIBERTY HEIGHTS SUBDIVISION (CLAY INGELS, CO., LLC) ZONING DEVELOPMENT PLAN**

- a. PLN-MAR-18-00005: CLAY INGELS COMPANY, INC. (6/3/18)*- petition for a zone map amendment from a Two-Family Residential (R-2) zone to a Light Industrial (I-1) zone, for 0.24 net (0.28 gross) acres, for property located at 910 and 912 Delaware Avenue.

COMPREHENSIVE PLAN AND PROPOSED USE

The 2018 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. In addition, the 2013 Comprehensive Plan has established six themes, with goals and objectives to support each of the themes, which include: *Growing Successful Neighborhoods* (Theme A), *Protecting the Environment* (Theme B), *Creating Jobs and Prosperity* (Theme C), *Improving a Desirable Community* (Theme D), *Maintaining a Balance between Planning for Urban Uses and Safeguarding Rural Land* (Theme E) and *Implementing the Plan for Lexington-Fayette County* (Theme F).

The petitioner proposes to rezone the subject site in order to construct a wider, realigned entrance driveway. The subject site is approximately a quarter of an acre in size.

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

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

1. The requested Light Industrial (I-1) zone is appropriate for the subject site, for the following reasons:
 - a. The site is surrounded on three sides by either Light Industrial (I-1) or Wholesale and Warehousing (B-4) zones and uses.
 - b. Historically, landscape buffering was not provided between the residential lots and the industrial/warehousing lots.
 - c. The residential structures on the subject property were vacant for many years, eventually leading to their demolition, most likely due to the close proximity of active industrial sites and the lack of transition between the industrial and residential uses.
2. The existing Two-Family Residential (R-2) zone is not appropriate for the subject site, for the following reasons:
 - a. Single family homes and duplexes located in an area surrounded by industrial and warehousing zones and uses are generally considered incompatible, unless substantial buffering exists between the uses.
 - b. Article 3-1(a) of the Zoning Ordinance states that no land shall be used or occupied except in conformance with the zone in which it is located (paraphrased), meaning that if a use is not allowed in a zoning district, one cannot put that prohibited use on a piece of land in that zone. Also, Article 8-11 states that off-street parking lots and their associated vehicle use areas (driveways) are not allowed in an R-2 zone as a principle use. In this manner, industrially zoned property cannot be accessed through a residentially zoned property.
3. This recommendation is made subject to the approval and certification of PLN-MJDP-18-00020: Liberty Heights Subdivision (Clay Ingels, Co., LLC), prior to forwarding a recommendation to the Urban County Council. This certification must be accomplished within two weeks of the Planning Commission's approval.
4. Under the provisions of Article 6-7 of the Zoning Ordinance, the following uses shall be restricted on the property:
 - a. Any outdoor lighting directed towards nearby R-2 property.
 - b. Any freestanding signage shall be limited to one freestanding sign, not to exceed 15-feet in height and 32 square feet in area.

These restrictions are appropriate and proper because the site lies immediately adjacent to existing single family uses across Delaware Avenue.

- b. PLN-MJDP-18-00020: LIBERTY HEIGHTS SUBDIVISION (CLAY INGELS, CO., LLC) (6/3/18)* - located at 910, 912 AND 914 DELAWARE AVENUE, LEXINGTON, KY (**EA Partners**)

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

1. Provided the Urban County Council rezones the property I-1; otherwise, any Commission action of approval is null and void.
2. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
3. Urban County Traffic Engineer's approval of street cross-sections and access.

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4. Landscape Examiner's approval of landscaping and landscape buffers.
5. Denote proposed land use in site statistics (Industrial access).

VI. **COMMISSION ITEMS**

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

A. **Long Range Planning Activity Report**

Imagine Lexington

Staff began updating the Elements of the Comprehensive Plan by hosting meetings and invited professional contributors to come and share their expertise as it related to Theme B, *Protecting the Environment*. The professional contributors are as follows: Susan Plueger representing the Division of Environmental Services, Doug Burton representing the Division of Engineering, Charles Martin and Chris Dent representing the Division of Water Quality, Greg Butler representing the Greenspace Commission, Steve Blanford representing the USDA and the Natural Resources Conservation Service, Susan Speckert representing Fayette Alliance, Headley Bell representing Horse Country Inc., Nick Carter representing Agricultural and Natural Resources, an extension agent in Fayette County, Ashton Wright, LFUCG's local food coordinator and representing the Bluegrass farm-to-table initiative, Scott Southall representing USGBC-KENTUCKY, John Saylor representing the Division of Environmental Services and the Natural Resource Operations and Urban Forestry, Lynn Winter representing Trees Lexington!, Tresine Logsdon, the Energy and Sustainability Curriculum Coordinator for Fayette County Public Schools, Maria Koetter representing Louisville's Metro Government's Office of Sustainability, and James Bus representing LFUCG's Environmental Service Energy Initiatives. Staff will use these conversations and the approved Goals and Objectives to draft the text for Theme B, *Protecting the Environment*, as well as propose development review criteria. Staff will present the draft text and criteria to the Planning Commission during the worksession on April 19th.

Staff met with the Planning Commission during their March 15th and 29th worksessions to review the draft text and policies for Theme A, *Growing Successful Neighborhoods*.

Staff's efforts in improving the Imagine Lexington social media profile are paying off! The work that Meghan Jennings and Stephanie Cunningham have been doing to create attractive graphics and a fun presentation using Adobe Spark Post was recently recognized by the Public Information Office. Imagine Lexington will be the featured account in the May social media newsletter, which is distributed to government-wide.

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.

On the Table, 2018

Staff attended conversations for the second annual On the Table event hosted by the Blue Grass Community Foundation, The City of Lexington, Leadership Lexington, Civic Lex, and Fayette County Public Schools.

Staff was asked to be a guest on the Kruser and Krew show on NewsTalk590 to discuss last year's On the Table. Staff also met with officials from Franklin County to discuss their own On the Table event later this year.

Fayette County Public Schools

Staff represented the Division of Planning on FCPS's Local Planning Committee meeting.

APA Audio Conferences

For many years, Staff has hosted APA Audio Conferences for continuing-education credits for both LFUCG and AICP. There were four APA Audio Conferences hosted in the month of February, whose titles were: *Big House, Back House, Little House... ADU?, Land Use, Mobility and Technology in Urban America, International Perspectives on Urban Planning in the United States*, and, due to previous technological issues, a second showing of *Big House, Back House, Little House... ADU?*

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.

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B. Transportation Planning Activity Report**1.1 Inventory/Monitor; Title VI/ADA; Participation; Coordination/Consultation**

- Attended LFUCG Pedestrian Safety Work Group.
- Attended LFUCG Corridors Commission.
- Attended University of Kentucky Bicycle Advisory Committee meeting.
- Attended Commission for People with Disabilities meeting.
- Conducted MPO/KYTC Project Coordination Team meeting.
- Attended KYTC/LFUCG Maintenance and operations meeting.
- Attended weekly LFUCG paving meetings.
- Attended Bluegrass ADD Regional Transportation Committee meeting.
- Attended Lexington Comprehensive Plan Update Meetings (Theme D – Community).
- Attended Kentucky Chapter of American Planning Association meeting.
- Completed 45-day public review period for the 2018 Participation Plan and received TPC approval.
- Drafted and submitted Title VI Program Plan to the KYTC for review.
- Completed a brief Title VI training required by KYTC.
- Completed substantial revisions to the MPO website including content revisions and overall reorganization.
- The MPO website had 529 visits from 330 users and 1,763 page views in March.
- The MPO's Twitter site had 2,079 followers in March.
- The MPO's Facebook page had 881 likes in March; reached 733 users; and had 35 engaged users.
- Updated MPO website.

1.2 Staff Development

- Attended Safe Streets Academy two-day Lexington Workshop.
- Attended APA Webinar: Land Use, Mobility and Technology in Urban America.
- Attended APA Webinar: International Perspectives on Urban Planning in the United States.
- Attended APA Webinar: Big House, Back House, Little House... ADU?
- Attended Workshop "Where Diversity and Inclusion Meet Implicit Bias".
- Attended Workshop "Complete Streets in the Age of Automated Vehicles".
- Attended Workshop "Choosing the Right Bikeshare for your Community or Campus".
- Attended Plenary "Thinking holistically to build more equitable, healthy and resilient communities".
- Attended Workshop "State policies that enable and regulate E-bikes".
- Attended National Bike Summit.

2.1 Congestion Management Process (CMP)

- Worked with KYTC and Traffic Engineering staff on ITS-CMS project coordination and drafted a request for proposal for FY 2019.
- Worked on BlueTOAD data analysis and ranked corridor congestion levels for the MTP update.
- Performed in-depth analysis on performance measures to assess the national highway system using the newly-defined Level of Travel Time Reliability (LOTTR) metrics.
- Reviewed "The top 3 traffic apps for Android and iOS. The apps are Waze, Google Traffic, and INRIX".
- Provided hourly traffic congestion fluctuation information for the 2018 Comprehensive Plan.
- 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

- Substantially completed the existing conditions phase of the Metropolitan Transportation Plan update and presented data to the Transportation Policy Committee.
- Continued to monitor Legislative changes to the Draft KYTC Six-Year Highway Plan and inform officials of impacts to local project funding.

2.3 Air Quality Activities

- Provided air quality data/information for the 2018 Comprehensive Plan.

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3.1 Transportation - Land Use Impact Analysis

- Provided assistance and answered inquiries on various Traffic Impact Studies, including 2 filed zone change applications in Fayette County.
- Provided support concerning transportation and land use issues on various development applications in Fayette County and Jessamine County, including 4 filed applications in Jessamine County.
- Participated in several LFUCG Comprehensive Plan development meetings.

3.2 Multimodal/Transportation Enhancement Planning

- Responded to approx. 25 citizen/agency requests for information on bike and pedestrian issues.
- Reviewed and submitted comments in Plan Tracker for 16 plans for bike and pedestrian circulation requirements.
- Corresponded on 20 plans approved by the planning commission for compliance with conditional signoff requirements.
- Met with Citizens Environmental Committee and Noli CDC to coordinate implementing the Safe Streets Academy demonstration project.
- Coordination meetings with the contractor, traffic engineering, engineering, Vice Mayor Ky and CM James Brown for the installation of the Safe Streets Academy Project.
- Attended Town Branch Commons coordinating committee meeting.
- Met with Engineering and worked with KYTC to resolve TAP funding transfer from the Elizabeth Street project (project terminated).
- Presented a phone lecture to Penn State Landscape Architecture class regarding multi modal planning as it relates to site design and spatial analysis of public right of way.
- Attended inaugural Jessamine County Trails Group meeting.
- Continued to work with the Bike Share Advisory Committee to review and evaluate bike share companies.

3.3 Transit Planning

- Obtained building permit for Via Creative bus shelter on Winburn Dr. Programing contractors for project to be started asap.
- Attended FTSB board meeting as chair.
- Field checked transit stop inventory data collected by consultants for Lextran.
- Attended Lextran public meeting regarding updates to the Coordinated Public Transit-Human Services Transportation Plan.
- Presented "What is an MPO" to the Lextran Board.

3.4 Mobility Coordination

- Corresponded with marketing campaign consultants on several occasions to prepare for the annual campaign that will launch in April.

3.5 Travel Demand Modeling and Project Forecasting

- Gathered socio-economic and other data concerning 2017 base year TDM update.

4.1 Program Administration

- Committee meeting packets were prepared for the Bicycle & Pedestrian Advisory Committee (BPAC), Transportation Technical Coordination Committee (TTCC) and Transportation Policy Committee (TPC).

4.2 Transportation Improvement Programming (TIP)

- Completed TIP Modification #8 for the Town Branch Trail Midblock Crossing and a number of safety spot improvements.

4.3 Unified Planning Work Program (UPWP)

- Worked to address comments from multiple reviewing partners on the Draft 2018 UPWP.

C. Zoning Compliance Planning Activity Report Enforcement

Only 29 new case investigations were initiated in March, which is typical for the end of the winter season. Over 65% of the new cases related to signage and illegal business activities in residential areas. A total of 27 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 completed on 33 properties with conditional uses, and all except one were determined to be in substantial compliance with conditions imposed by the Board of Adjustment. The one determined to be out of compliance was a fraternity house on East Maxwell Street - compliance issues relate primarily to landscaping and parking requirements.

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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 March, 15 such permits were issued. Technical assistance was also provided to the Division of Building Inspection (at weekly "Review Board" meetings) in review of 7 applications for new commercial or multi-family building construction, and 21 applications for remodel activity, "fit-ups" or change in use requests.

Board of Adjustment

Seven appeals were fully considered by the BOA at the March 12 public hearing, consisting of 2 variance requests, 4 conditional use requests and one administrative review relating to transferring unused signage to allow a larger freestanding sign at South Elkhorn Village Shopping Center. A variance to increase the allowable height of a front yard fence (from 4' to 6') at an apartment complex on Hollow Creek Road was disapproved. All other appeals were approved, consisting of an oversized driveway variance, two church expansions, an expansion of Rood and Riddle Equine Hospital, a home-based business for SCUBA instruction, and the freestanding shopping center sign.

- 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 MAY 2018**

Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	May	3, 2018
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	May	3, 2018
Subdivision and ND-1 Items Public Meeting, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	May	10, 2018
Work Session, Thursday, 1:30 p.m., 3 rd Floor Phoenix Building (101 East Vine Street).....	May	17, 2018
Zoning Items Public Hearing, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	May	24, 2018
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	May	30, 2018
Work Session, Thursday, 1:30 p.m., 3 rd Floor Phoenix Building (101 East Vine Street).....	May	31, 2018

X. **ADJOURNMENT**

TLW/TM/AT/dw

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