

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

January 24, 2019

- 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 November 29, 2018 and December 13, 2018 meetings 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, January 3, 2019, at 8:30 a.m. The meeting was attended by Commission members: Headley Bell, Will Berkley, Frank Penn, Carolyn Plumlee, and Mike Owens. Committee members in attendance were: Vaughan Adkins, Division of Engineering; and Casey Kaucher and Stephen Parker, Division of Traffic Engineering. Staff members in attendance were: Traci Wade; Tom Martin; Cheryl Gallt; Valerie Friedman; Captain Greg Lengal and Captain Josh Theil, Division of Fire & Emergency Services; and Tracy Jones, Department of Law. The Committee made recommendations on plans as noted.

General Notes

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

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

- A. **NO DISCUSSION ITEMS** – Following requests for postponement or withdrawal, items requiring no discussion will be considered.

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

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

The procedure for these hearings is as follows:

- Staff Report(s), including subcommittee reports (30 minute maximum)
- Petitioner's report(s) (30 minute maximum)
- Citizen Comments
 - (a) Proponents (10 minute maximum OR 3 minutes each)
 - (b) Objectors (30 minute maximum OR 3 minutes each)
- Rebuttal & Closing Statements
 - (a) Petitioner's comments (5 minute maximum)
 - (b) Citizen objectors (5 minute maximum)
 - (c) Staff comments (5 minute maximum)
- Commission discusses and/or votes on the plan.

Note: Requests for additional time, stating the basis for the request, must be submitted to The Subdivision Committee no later than two days prior to the meeting. The Chair will announce his/her decision at the outset of the hearing.

1. DEVELOPMENT PLANS

- a. PLN-MJDP-18-00081: LEESTOWN INDUSTRIAL PARK, UNIT 3 (1/10/19)* - located at 300 ALEXANDRIA DRIVE, LEXINGTON, KY.
Council District 12
Project Contact: Vision Engineering

Note: The Planning Commission postponed this item at their October 11, 2018, November 9, 2018, November 29, 2018, December 13, 2018 and January 10, 2019 meetings.

The Subdivision Committee Recommended: **Postponement**. There were some questions regarding the access to Alexandria Drive and the removal of the access per the Preliminary Development Plan, and the lack of required TPP.

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.

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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. Addition of all information from the Preliminary Development Plan.
11. Denote conditional zoning restrictions for the subject property.
12. Correct the Planning Commission certification (remove approval date).
13. Addition of tree Preservation Plan (TPP) per Article 26 of the Zoning Ordinance.
14. Discuss proposed land use.
15. Discuss the proposed access to Alexandria Drive.
16. Discuss access from Over Drive per the Preliminary Development Plan.

V. **ZONING ITEMS** - The Zoning Committee met on Thursday, January 3, 2019 at 1:30 p.m. to review zoning map amendments and Zoning Ordinance text amendments. The meeting was attended by Commission members: Patrick Brewer; Larry Forester; Graham Pohl; and Bill Wilson. Staff members in attendance were: Traci Wade; Tom Martin; Hal Baillie; and Debbie Woods; Tracy Jones, 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. **JLG LAND CO. ZONING MAP AMENDMENT & ROLLIE BISHOP CARROLL, SR. PROPERTY ZONING DEVELOPMENT PLAN**

- a. PLN-MAR-18-00021: JLG LAND CO. (1/24/19)*- a petition for a zone map amendment from a Single Family Residential (R-1C) zone to a Townhouse Residential (R-1T) zone, for 0.885 net (1.021 gross) acres, for property located at 375 Pasadena Drive.

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. In addition, the Plan encourages a mix of uses, housing types and/or

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residential densities; development in a compatible, compact and contiguous manner; and provision of land for a diverse workforce.

The petitioner proposes to rezone the property to a Townhouse Residential (R-1T) zone in order to construct seven townhouses, for a residential density of 7.9 dwelling units per acre.

The Zoning Committee made no recommendation.

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

1. The Townhouse Residential (R-1T) zone is in agreement with the 2013 Comprehensive Plan and the adopted Goals and Objectives of the 2018 Comprehensive Plan, for the following reasons:
 - a. The Goals and Objectives of both the 2013 and 2018 Comprehensive Plans prioritize a mix of housing types and densities (Theme A, Goal #1), and recommend supporting infill and redevelopment (Theme A, Goal #1.b. and Goal #2, and Theme E, Goal #1).
 - b. The Comprehensive Plan also encourages maximizing development on vacant land within the Urban Service Area and promoting the use of underutilized land in a way that enhances the existing urban form (Theme E, Goal #1.b.)
 - c. The proposed zone will allow for a slight increase in density, which may allow for a dwelling unit that is more affordable and complements the existing pattern of development pattern within the area, including those properties along Sun Seeker Court, Long Leaf Place and Broadleaf Lane. This proposed development will be compatible with the existing variety of housing, which will respect the context and design features of the area (Theme A, Goal #3.a.), and continue to diversify the variety of dwelling unit types within the immediate area.
 - d. The corollary development plan provides street connections to complete the network between Hill N Dale Road and Pasadena Drive. This will provide direct pedestrian access to Pasadena Drive in support of Theme D, Goal #1.a. This objective recommends support for the Complete Streets concept, prioritizing a pedestrian-first design that also accommodates the needs of bicycle, transit and other vehicles
2. This recommendation is made subject to the approval and certification of PLN-MJDP-18-00084: Rollie Bishop Carroll, Sr. Property, 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. PLN- MJDP-18-00084: ROLLIE BISHOP CARROLL, SR. PROPERTY (1/24/19)* - located at 375 Pasadena Drive.

The Subdivision Committee Recommended: **Postponement**.

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

1. Provided the Urban County Council rezones the property R-1T 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. Adjust buildings to meet Articles 8-10(h) and 8-10(o)(1) for front yard setback.
7. Denote 10' front building setback on face of plan.
8. Discuss proposed access to Pasadena Drive.
9. Discuss proposed access easement/private access road.

2. LATA, LLC ZONING MAP AMENDMENT & BRYAN PROPERTY, LOT 2 (AMD) ZONING DEVELOPMENT PLAN

- a. PLN-MAR-18-00023: LATA, LLC (1/24/19)*- an amended petition for a zone map amendment from a restricted Highway Service Business (B-3) zone to a Planned Neighborhood Residential (R-3) zone, for 5.065 net and gross acres, for property located at 1810 Bryant 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 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. In addition, the Plan encourages a mix of uses, housing types and/or residential densities; development in a compatible, compact and contiguous manner; and provision of land for a diverse workforce.

The petitioner proposes rezoning a portion of the parcel to the Planned Residential Neighborhood (R-3) zone to allow for the development of a 72-unit apartment complex with 144 bedrooms, a club house, pool, and associated off-street parking.

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

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

1. The requested rezoning to a Planned Residential Neighborhood (R-3) zone is not in agreement with the 2013 Comprehensive Plan, for the following reasons:
 - a. The proposed R-3 zone does not provide for or create a well-designed neighborhood or community, but rather creates an "islanding effect," that isolates residents rather than incorporates them into the broader community.
 - b. The proposed apartment complex will be physically separated from the surrounding neighborhoods, and situated within an area that is heavily focused on commercial activities.
 2. The proposed Planned Neighborhood Residential (R-3) zone is not appropriate for the subject property, for the following reasons:
 - a. The LFUCG Land Subdivision Regulations Article 6-8(q)(3)(a), Land Use Access for Residential Development states that "apartment complexes, condominium developments, as well as all other developments that are accessed through a common private drive or street system, shall be treated as high density residential developments regardless of the actual overall density of the development" and that "high density private driveways should not intersect local streets.
 - b. The high flow of traffic at the intersection of Bryant Road and Pleasant Ridge Drive, and the carrying capacity of Bryant Road creates a safety risk to potential residents.
 3. There have been no unanticipated changes of a physical, social or economic nature within the immediate area since the Comprehensive Plan was adopted in 2013 that would justify a shift from the B-3 zone for the subject property.
- b. PLN- MJDP-18-00088: BRYAN PROPERTY, LOT 2 (AMD) (1/24/19)* - located at 1810 Bryant Road.

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

1. Provided the Urban County Council rezones the property R-3; 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. Modify parking lot to meet zone to zone and vehicle use area screening requirements in Article 18.

3. IVCP ATHENS, LLC ZONING MAP AMENDMENT & JFG ENTERPRISES, INC. (IVCP ATHENS, LLC) ZONING DEVELOPMENT PLAN

- a. PLN-MAR-18-00028: IVCP ATHENS, LLC (2/24/19)*- a petition for a zone map amendment from an Agricultural Rural (A-R) zone to a Light Industrial (I-1) zone, for 11.52 net (11.82 gross) acres, for property located at 5301 Athens Boonesboro 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 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. In addition, the Plan encourages a mix of uses, housing types and/or residential densities; development in a compatible, compact and contiguous manner; and provision of land for a diverse workforce.

As a component of the 2013 Comprehensive Plan, the 2017 Rural Land Management Plan (RLMP) provides greater guidance regarding our community's needs and desires concerning our agricultural land uses, rural settlements and Rural Activity Centers. The petitioner's proposed rezoning to the Light Industrial (I-1) zone, for approximately 11.5 acres, is consistent with the recommendations of the RLMP for the Blue Sky Rural Activity Center.

The Zoning Committee Recommended: **Approval**.

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

1. The requested Light Industrial (I-1) zone is in agreement with the 2013 Comprehensive Plan and the adopted Goals and Objectives of the 2018 Comprehensive Plan, for the following reasons:
 - a. The increase in land available for industrial uses will support and showcase local assets to further the creation of a variety of jobs by strengthening efforts to develop a variety of job opportunities (Theme C, Goal #1.a).
 - b. The availability for greater job opportunities can also foster the success and growth of large employment sectors; protect and provide readily available economic development land to meet the needs for jobs; and potentially enable development that creates jobs near where people live. (Theme C, Goal # 1.d).

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- c. The increase in available industrial land will promote sectors of the economy that will aid in the economic opportunities and help attract young professionals (Theme C, Goal #2.a).
- d. The proposal promotes the use of underutilized land in a way that enhances the existing urban form (Theme E, Goal #1.a and 1.b).
- e. The Light Industrial (I-1) zone implements the stated goals and objectives to support employment growth, to provide readily available economic development land, and utilizes vacant land in a compatible manner.
- 2. The requested Light Industrial (I-1) zone is in agreement with the 2017 Rural Land Management Plan as it emphasizes the maximization of the land use to produce employment opportunities without modifying the current boundaries. The future land use element recommends Light Industrial land use.
- 3. This recommendation is made subject to approval and certification of PLN-MJDP-18-00102: JFG Enterprises, Inc. (IVCP Athens, 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 use restrictions shall apply to the subject property via conditional zoning:
Prohibited Uses:
 - a. Establishments and lots for the display, rental, sale, service, and minor repair of farm equipment, contractor equipment, automobiles, motorcycles, trucks, boats, travel trailers, mobile homes, or supplies for such items.
 - b. Ice Plant.
 - c. Tire re-treading and recapping.
 - d. Truck terminals and freight yards.
 - e. Major or minor automobile and truck repair.
 - f. Establishments for the display and sale of precut, prefabricated, or shell homes.
 - g. Rental Storage yard.
 - h. Commercial wood lots.
 - i. Outdoor material storage and sales as otherwise permitted.
 - j. Advertising signs, also known as billboards, as regulated by Article 17 of the Zoning Ordinance.

These restrictions are necessary and appropriate in order to restrict the most intense land uses on the subject property, which could have a negative impact on the surrounding agricultural zones and Athens Boonesboro Road, a major gateway into the Lexington Fayette Urban County. These restrictions will protect the aesthetic character of the Athens Boonesboro Road gateway, as recommended by the 2017 Rural Land Management Plan (RLMP).

- b. PLN- MJDP-18- 00102: JFG ENTERPRISES, INC. (IVCP ATHENS, LLC) (2/24/19)* - located at 5191 AND 5301 Athens Boonesboro Road.

The Subdivision Committee Recommended: **Postponement.**

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

- 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, 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.
- 7. Addition of graphic scale to the face of the plan.
- 8. Denote and clarify lot coverage and Floor Area Ratio (FAR) per Article 21 of the Zoning Ordinance.
- 9. Denote: A Final Development Plan shall be required for all lots proposed for Light Industrial zoning.
- 10. Denote: Timing of the pump station relocation shall be determined at the time of a PSP/Final Development Plan to the approval of the Divisions of Engineering and Water Quality.
- 11. Denote: Stormwater management shall be resolved at time of a PSP/Final Development Plan.
- 12. Discuss status and width of proposed street.
- 13. Discuss potential access to adjoining property.

C. PUBLIC HEARINGS ON ZONING ORDINANCE TEXT AMENDMENTS

- 1. **ZOTA 2018-5: AMENDMENT TO UPDATE ARTICLE 15-4(b) TO INCREASE THE ALLOWABLE HEIGHT OF FRONT YARD FENCES IN MULTIFAMILY DEVELOPMENTS** - petition for a Zoning Ordinance text amendment to update Article 15-4(b) to permit apartment and multi-family uses to construct taller fences than 4 feet in the front yard.

INITIATED BY: Wynndale Development, LLC

PROPOSED TEXT: Copies are available from the staff.

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The Zoning Committee Recommended: **Disapproval**.

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

1. The proposed text amendment will negatively impact the social interaction of individuals within apartments and the surrounding community.
2. The increased height of fences does not adequately include Crime Prevention through Environmental Design (CPTED) principles by addressing alternative solutions. CPTED is a framework to design, develop, redevelop, and maintain the urban landscape while seeking to foster positive social interactions and deter criminal behavior within communities (APA 2013).
3. The applicant has not provided justification for their perceived increase in criminal activity or victimization of residents of apartments.
4. The increased height of fences negatively impacts natural surveillance of apartment complexes. Recently, the perspective of "eyes on the street" has been incorporated into the encounter model of crime prevention (Paulsen 2013). By walling off buildings the ability to naturally surveil an area is reduced and the physical separation between neighbors can lead to a social separation and disregard.

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

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

A. **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 Bluegrass ADD Regional Transportation Committee meeting
- Attended KYTC/LFUCG Maintenance and Operations meeting.
- The MPO website had 270 visits from 210 users (80% new users) and 637 page views in December.
- The MPO's Twitter site had 2,053 followers in December.
- The MPO's Facebook page had 959 likes in December; reached 57 users; and had six engaged users.

1.2 Staff Development

- Attended Purpose & Need writing workshop at KY Transportation Cabinet.
- Attended Planning Commission orientation.
- Attended INRIX Roadway Analytics and Travel Time Platform webcast training webinar.

2.1 Congestion Management Process (CMP)

- Reviewed FHWA transportation performance management requirements in regard to congestion management performance measures and metrics such as Level of Travel Time Reliability (LOTTR) and Truck Travel Time Reliability (TTTR) Indices.
- Worked on the Metropolitan Transportation Plan (MTP) to establish policies, strategies and processes to monitor congestion trends and achieve the congestion management system performance targets.
- Reviewed FHWA Transportation Systems Management and Operations (TSMO) policies and strategies for roadway, parking and work zone management. Working to plan a TSMO workshop in early 2019.
- Used 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

- Continued work on MTP financial projections/plan and plan document.
- Presented prioritized project list to the TTCC for review.
- Attended several meetings with District 7 and BGADD to coordinate and prepare projects in the KYTC CHAF database in preparation for SHIFT 2020.

2.3 Air Quality Activities

- No activity

3.1 Transportation - Land Use Impact Analysis

- Provided assistance and answered inquiries on various traffic related issues.
- Attended 1 pre-application coordination meetings to provide transportation planning input on future land use applications.

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- Provided assistance to LFUCG planning staff on transportation related issues.

3.2 Multimodal/Transportation Enhancement Planning

- Responded to approx. 12 citizen/agency requests for information on bike and pedestrian issues.
- Reviewed and submitted comments in Plan Tracker for 15 plans for bike and pedestrian circulation requirements.
- Corresponded on 13 plans approved by the planning commission for compliance with conditional signoff requirements.
- Met with developer and design engineer to work through pedestrian circulation requirements for their development plan.
- Continued worked on changes to the subdivision regulations as it relates to connectivity and Theme D of the Comprehensive Plan update.
- Continued data organization and evaluation for the bike share pilot program.
- Continued work with GIS to begin updating the Bike Lexington Map to a digital and print version.
- Presented at Bicycle Friendly Business Application encouragement seminar.
- Worked with UK graduate engineering students on a project to connect to the TBC via MLK Blvd.
- Presented to UK students on the state of bicycling in Lexington for the introduction of their class project "Connecting to the Commons" an evaluation of connecting surrounding neighborhoods to the Town Branch Commons project.
- Evaluated the UK Landscape Architecture and Interior Design Student presentations and projects for the "Connecting to the Commons" student project.
- Conducted phone question and answer session with Tony Mattingly of Louisville Metro regarding micro mobility policy development and to discuss Louisville's policy.
- Organized and hosted shared mobility committee meeting to review the City of Louisville's micro mobility policy document and to continue work to develop policy recommendations for Lexington's permit process.
- Conducted a meeting with Dr. Stamatiadis and the Kentucky Transportation Center to get a 3rd party evaluation of the data provided by Spin on bike share usage and trip data.
- Attended sustainability grant kick-off meeting with Dr. Stamatiadis to outline approach to Spin data evaluation.
- Attended kick-off meeting for the development of a Statewide Bicycle and Pedestrian Advocacy group.
- Continued to work on plan drawings for multi modal improvements on Alexandria, Pasadena and Malibu corridor and completed a parking inventory assessment.

3.3 Transit Planning

- Attended Via Creative board meeting as Co-Chair.
- Responded to 2 citizens regarding transit bus stop concerns.
- Attended Lextran board meeting.
- Made edits to GIS inventory for Lextran transit routes.
- Conducted FTSB meeting as board chair.

3.4 Mobility Coordination

- Held planning meetings with consultants regarding employer-based travel demand programs that will launch in Spring.

3.5 Travel Demand Modeling and Project Forecasting

- Completed socioeconomic updates for future year 2045.
- Began roadway network updates for future year 2045.
- Continued to work on socioeconomic and network updates for future horizon years of 2020 and 2030.

4.1 Program Administration

- Committee meeting packets were prepared for the Bicycle & Pedestrian Advisory & the Transportation Technical Coordinating Committee.

4.2 Transportation Improvement Programming (TIP)

- Completed FY 2018 Annual Obligations report.
- Drafted and submitted Toll Credit application for construction of Polo Club Blvd connector.
- Began work on TIP Mod #14 – Armstrong Mill Sidewalks.

Unified Planning Work Program (UPWP)

- Attended meeting with LFUCG Grants to establish budgets & grant match needs for FY 2020.

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B. Zoning Compliance Planning Activity Report
Enforcement

A total of just 21 new case investigations were initiated in December, an indication of the typical winter slow-down in enforcement activity. Nearly 50% of the new cases related to illegal business activities in residential areas. Sixteen cases 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 20 properties with conditional uses, and all were determined to be in substantial compliance with conditions imposed by the Board of Adjustment.

Permitting

Since January 1, 2012 a Zoning Compliance Permit (ZCP) has 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 December, just four ZCP's were issued. Three of those were for various types of care facilities for children and adults.

Technical assistance was also provided to the Division of Building Inspection (at weekly "Review Board" meetings) in review of 4 applications for new commercial or multi-family building construction, and 10 applications for remodel activity, "fit-ups" or change in use requests. Permitting staff also devoted much time to issuing official zoning certification letters, responding to numerous citizen inquiries about a diversity of zoning issues, and providing assistance to citizens with getting through the Accela online application process.

Board of Adjustment

Eight appeals were fully considered by the BOA at the December 10th public hearing. Five of those were for variances, relating to setbacks for residential construction in the Infill and Redevelopment area, height of freestanding signage, fence height, and allowable paving and number of parking spaces at residential remodel projects. Final action for those was a mix of approvals and disapprovals. Two conditional use requests were approved by the Board, one for a towing and impound lot on West New Circle Road and one for drive-through facilities for a new bank and coffee shop on Polo Club Boulevard next to Costco's. One administrative appeal was also approved, allowing the transfer of unused signage square footage from a wall to a canopy at a new restaurant at Tates Creek Centre.

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 FEBRUARY 2019

Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	January	30, 2019
Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	February	7, 2019
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	February	7, 2019
Subdivision and ND-1 Items Public Meeting, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	February	14, 2019
Work Session, Thursday, 1:30 p.m., 3 rd Floor Phoenix Building.....	February	21, 2019
Zoning Items Public Hearing, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	February	28, 2019

X. ADJOURNMENT

TLW/TM/HB/dw

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