

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

August 22, 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 July 25, 2019, 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 Wednesday, August 1, 2019, at 8:30 a.m. The meeting was attended by Commission members: Anthony de Movellan, Karen Mundy, Mike Owens, and Carolyn Plumlee. Committee members in attendance were: Vaughan Adkins, Division of Engineering and Stephen Parker, Division of Traffic Engineering. Staff members in attendance were: Traci Wade, Tom Martin, Cheryl Gallt, Hal Baillie, Lauren Hedge, Denice Bullock, Valerie Friedman, Scott Thompson, Captain Greg Lengal, and Firefighter Embry Beatty; 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.

- V. **ZONING ITEMS** - The Zoning Committee met on Thursday, August 1, 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, Bruce Nicol, and Graham Pohl. Staff members in attendance were: Traci Wade, Tom Martin; Hal Baillie, Lauren Hedge, Samantha Castro, and Debbie Woods, and 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. BALL HOMES, INC. (AMD) ZONING MAP AMENDMENT & BLACKFORD PROPERTY (PHASE 4) ZONING DEVELOPMENT PLAN

- a. PLN-MAR-19-00003: BALL HOMES, INC. (AMD) (8/22/19)*- a petition for a zone map amendment from a Community Center (CC) zone to an Expansion Area Residential (EAR-2) zone, for 16.53 net (17.14 gross) acres, and to an Expansion Area Residential (EAR-3) zone, for 8.09 net and gross acres, for property located at 6600 Man O' War Blvd.

COMPREHENSIVE PLAN AND PROPOSED USE

The Expansion Area Master Plan (EAMP), an adopted element of the 2013 Comprehensive Plan (Expansion Area 2a), recommends Community Center (CC) land use for the subject property. The petitioner proposes to rezone the subject property to the Expansion Area Residential – 2 (EAR-2) and the Expansion Area Residential – 3 (EAR-3) zones to allow an apartment complex development, comprised of 10 3-story and 4-story apartment buildings, at an average residential density of 12.84 units per gross acre, with a total 324 dwelling units. Within the remaining CC zoned land, the applicant is proposing a 3-story mixed-use building with 16 dwelling units and 11,600 square feet of non-residential space.

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

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

1. The requested rezoning is not in agreement with the adopted Land Use Element of the Expansion Area Master Plan (EAMP). However, the Expansion Area 2a retains approximately the same number of planned acres of CC zoned land necessary for the development of services for the residents in the area.
 2. There have been social, economic and physical changes within the immediate area since the adoption of the EAMP and the 2013 Comprehensive Plan. This is primarily the result of the three zone changes within the Expansion Area 2a that have modified the Land Use Element of the EAMP.
 3. The proposal to increase density within Expansion Area 2a meets the Goals and Objectives of the 2018 Comprehensive Plan, for the following reasons:
 - a. The requested rezoning to EAR-2 and EAR-3 expands housing choices (Theme A, Goal #1) by providing mixed-use and housing near employment and commercial areas (Theme A, Goal #1.b).
 - b. The proposed rezoning encourages compact, contiguous, and/or mixed-use sustainable development within the Urban Services Area, as guided by market demand, to accommodate future growth needs for safe, affordable and accessible housing to meet the needs of older and/or disadvantaged residents (Theme E, Goal #1.b).
 - c. The proposed rezoning and the corollary plan strive for positive and safe social interactions in neighborhoods, including, but not limited to, neighborhoods that are connected for pedestrians and various modes of transportation (Theme A, Goal #3.b).
 4. This recommendation is made subject to approval and certification of PLN-MJDP-19-00009: Blackford Property (Phase 4) 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-19-00009: BLACKFORD PROPERTY (PHASE 4) (8/22/19)* - located at 6600 MAN O' WAR BLVD., LEXINGTON, KY.
Project Contact: EA Partners

Note: The Planning Commission postponed this item at their May 23, 2019 meeting. The purpose of this amendment is to propose a rezoning of the property.

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

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

1. Provided the Urban County Council rezones the property EAR 2 & EAR 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. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Remove optional access through LFUCG property.
8. Revise note #11 to include the Division of Traffic Engineering.
9. Denote improvements to Man o' War Boulevard on proposed cross-section.
10. Include Community Center (CC) zone site statistics per Article 21 & 23A-9 of the Zoning Ordinance.
11. Resolve compliance with Article 23A-2(r)2 of the Zoning Ordinance (landscape buffer).
12. Resolve land use relationships as recommended by the Expansion Area Master Plan (EAMP).

2. **BALL HOMES, INC ZONING MAP AMENDMENT & HAMBURG EAST (BELHURST) ZONING DEVELOPMENT PLAN**

- a. PLN-MAR-19-00010: BALL HOMES, INC (9/1/19)*- a petition for a zone map amendment from an Agricultural Rural (A-R) zone to an Expansion Area Residential (EAR-1) zone, for 19.84 net (21.22 gross) acres and an Expansion Area Residential (EAR-2), for 18.42 net (19.27 gross) acres, for property located at a portion of 2575 Polo Club Boulevard.

COMPREHENSIVE PLAN AND PROPOSED USE

The 2018 Comprehensive Plan, Imagine Lexington, seeks to provide flexible yet focused planning guidance to ensure equitable development of our community's resources and infrastructure that enhances our quality of life, and fosters regional planning and economic development. This will be accomplished while protecting the environment, promoting successful, accessible neighborhoods, and preserving the unique Bluegrass landscape that has made Lexington-Fayette County the Horse Capital of the World.

The petitioner has requested a zone change from an Agricultural Rural (A-R) zone to an Expansion Area Residential-1 (EAR-1) zone for 19.84 net (21.22 gross) and an Expansion Area Residential-2 (EAR-2) zone for 18.42 net (19.27 gross) acres for the rear portion of the property located at 2575 Polo Club Blvd. The proposed development consists of 89 detached single family dwelling units and 56 attached single family dwelling units, for an average density of 3.58 dwelling units per gross acre.

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

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

1. The zone change application for the subject property, as proposed, does not address how the petitioner will implement the goals and objectives, nor the policies of the 2018 Comprehensive Plan. Further, the applicant would be best served to review The Placebuilder to address those policies in the most efficient and judicious manner. There are numerous objectives and policies of the 2018 Comprehensive Plan, which have been overlooked. Until the applicant addresses the adopted Comprehensive Plan in a complete manner the staff cannot offer a substantive recommendation.
 2. The zone change application does not adequately describe the inappropriateness of the Agricultural Rural (A-R) zoning.
- b. PLN-MJDP-19-00036: HAMBURG EAST (BELHURST) (9/1/19)* - located at a portion of 2575 POLO CLUB BOULEVARD, LEXINGTON, KY.
Project Contact: EA Partners

The Subdivision Committee Recommended: **Postponement**. There are questions regarding the proposed street system and alignment.

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

1. Provided the Urban County Council rezones the property EAR 1 & 2; 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. Correct plan title to match staff report.
8. Addition of Tree Inventory Map, per Article 26 of the Zoning Ordinance.
9. Discuss Man o' War Boulevard improvements.
10. Discuss proposed local street relationship to the greenway.
11. Discuss proposed townhome access and the relationship to the single family lots.

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12. Discuss proposed Park Road alignment and cross-section per the Expansion Area Master Plan (EAMP).
13. Discuss single family lot access to Park Road.
14. Discuss Placebuilder criteria.

3. THE CLIFTON, LLC ZONING MAP AMENDMENT & SAUNIER LIVERY ZONING DEVELOPMENT PLAN

- a. PLN-MAR-19-00012: THE CLIFTON, LLC (9/29/19)*- a petition for a zone map amendment from a High Density Apartment (R-4) zone to a Downtown Frame Business (B-2A) zone, for 0.119 net (0.135 gross) acres, for property located at 171 Saunier Street.

COMPREHENSIVE PLAN AND PROPOSED USE

The 2018 Comprehensive Plan, Imagine Lexington, seeks to provide flexible yet focused planning guidance to ensure equitable development of our community's resources and infrastructure that enhances our quality of life, and fosters regional planning and economic development. This will be accomplished while protecting the environment, promoting successful, accessible neighborhoods, and preserving the unique Bluegrass landscape that has made Lexington-Fayette County the Horse Capital of the World.

The petitioner has requested a zone change from a High Density Apartment (R-4) zone to a Downtown Frame Business (B-2A) zone for 0.119 net (0.135 gross) acres for the property located at 171 Saunier Street. The proposed development seeks to retain the current structure and adapt it for special event space.

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

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

1. The requested Downtown Business Frame (B-2A) zone is in agreement with the 2018 Comprehensive Plan's Goals and Objectives, for the following reasons:
 - a. The proposed rezoning supports infill and redevelopment (Theme A, Goal #2), by identifying areas of opportunity for adaptive reuse (Theme A, Goal #2.a), while also respecting the context and design features of surrounding development projects to ensure compatibility with the existing urban form (Theme A, Goal #2.b).
 - b. The proposal seeks to support & showcase local assets to allow for the creation of a variety of jobs (Theme C, Goal #1), while also adding services that promote and enhance tourism in the area (Theme C, Goal #1.d).
 - c. The applicant states that through the inclusion of the use, event space or banquet facility, that they will provide entertainment and other quality of life opportunities that attract young, and culturally diverse professionals, and a work force of all ages and talents to Lexington (Theme C, Goal #2.d).
 - d. The proposed development of the subject property seeks to protect and enhance the natural and cultural landscapes that give Lexington-Fayette County its unique identity and image (Theme D, Goal #3), by protecting historic resources (Theme D, Goal #3.a), including the renovation, restoration and maintenance of a historic commercial structure (Theme D, Goal #3.c).
 2. The justification and corollary development plan are in agreement with the policies and development criteria of the 2018 Comprehensive Plan:
 - a. The proposed rezoning meets the criteria for Site Design, Building Form and Location as the site adaptively reuses an older structure that is located within a highly walkable area. Additionally, the proposed rezoning seeks to add new job opportunities, while increasing potential entertainment and quality of life opportunities that can draw more people into our downtown commercial areas.
 - b. The proposed rezoning meets the criteria for Transportation and Pedestrian Connectivity, as the applicant is working with the surrounding property owners to provide shared parking arrangements that will reduce the proliferation of parking lots in the downtown area.
 - c. The proposed rezoning meets the criteria for Greenspace and Environmental Health as it works with the current landscape, limits the impacts on the surrounding environment, and does not impact the current tree lines and canopy.
 3. This recommendation is made subject to approval and certification of PLN-MJDP-19-00046: Saunier Livery, 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-19-00046: SAUNIER LIVERY (9/29/19)* - located at 171 SAUNIER STREET, LEXINGTON, KY.
Project Contact: Barrett Partners

The Subdivision Committee Recommended: **Approval**, for the following reasons:

1. Provided the Urban County Council rezones the property B-2A; 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.
4. Landscape Examiner's approval of landscaping and landscape buffers.
5. Addressing Office's approval of street names and addresses.
6. Urban Forester's approval of tree preservation plan.

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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.

Subsequent to the Technical Committee meeting, Planning Staff completed an evaluation of the Placebuilder development criteria.

10. Resolve the following Placebuilder criteria:
 - I. B-SU11-1: Green infrastructure should be implemented in new development. (E-GR3).

C. PUBLIC HEARINGS ON ZONING ORDINANCE TEXT AMENDMENTS

1. **ZOTA 2019-4: AMENDMENT TO ARTICLE 8: B-2 ZONES FOR TOWN BRANCH COMMONS** - petition for a Zoning Ordinance text amendment to update Article 8 to require compliance with the Town Branch Commons Masterplan and Design Standards in the downtown business zones.

INITIATED BY: Urban County Planning Commission

PROPOSED TEXT: Copies are available from the staff.

The Zoning Committee Recommended: **Approval**.

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

1. The proposed text amendment to Article 8 of the LFUCG Zoning Ordinance to require compliance with the Town Branch Commons Masterplan and Design Standards between the Town Branch Commons Corridor and development that is adjacent to, connected to, or interacts directly with the Town Branch Common Corridor supports the Complete Streets concept, prioritizing a pedestrian-first design that also accommodates the needs of bicycle, transit and other vehicles (Theme D, Goal #1.a). Additionally, through the implementation of the Masterplan and the Design Standards, the Urban County will also be providing quality of life opportunities that attract young, and culturally diverse professionals, and a work force of all ages and talents to Lexington (Theme C, Goal #1.d).
2. The proposed text amendment will implement Appendix B of the Comprehensive Plan, while also supporting the Policies of the Comprehensive Plan (Growth Policy #2, Livability Policy #8, and Sustainability Policy #4).

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

A. PUBLIC HEARINGS ON SUBDIVISION REGULATIONS AMENDMENTS

1. **SRA 2019-1: UPDATE ARTICLE 6 FOR SIDEWALKS AND SHARE-USE PATHS** – The staff will present the proposed amendment to Article 6 of the LFUCG Subdivision Regulations to update the requirements for sidewalks and shared-use paths.

REQUESTED BY: Urban County Planning Commission

PROPOSED TEXT: Copies are available from the staff.

The Subdivision Committee recommended: **Referral**.

The Staff Recommends: **Approval of the Staff Alternative Text**, for the following reasons:

1. The proposed amendment to Article 6 of the Land Subdivision Regulations to update the requirements for sidewalks and shared-use paths will provide a more diverse transportation network with options for residents and visitors to our community, while also promoting economic growth, public health, and the quality of life of the Lexington's current and future residents.
2. The proposed text amendment will work to achieve an effective and comprehensive transportation network (Theme D, Goal #1), by supporting the Complete Streets concept, prioritizing a pedestrian-first design that also accommodates the needs of bicycle, transit and other vehicles (Theme D, Goal #1.a).
3. The proposed text amendment meets the minimum design standards established by the Kentucky Transportation Cabinet, the United States Access Board, and the Americans with Disabilities Act (ADA).

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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 Commission for People with Disabilities meeting.
- Prepared a transportation info card to be distributed at public events regarding services that are available to people with disabilities
- Prepared edits to the MPO's Title VI plan at the request of KYTC.
- Attended 4 weekly paving meetings at Streets and Roads.
- Attended University of Kentucky Bicycle Advisory Committee meeting.
- Attended KYTC/LFUCG Maintenance and Operations meeting.
- Attended statewide Freight Roundtable at KYTC.
- The MPO website had 575 visits from 499 users (84.8% new users) and 1,168 page views in July.
- The MPO's Twitter site had 2,057 followers in July.
- The MPO's Facebook page had 3,532 followers in July; reached 1,388 users; and had 407 engaged users.

1.2 Staff Development

- No activity

2.1 Congestion Management Process (CMP)

- Worked to prepare a Top-10 bottleneck ranking spreadsheet to track congestion trends since 2016 using INRIX roadway analytics data.
- Contacted University of Kentucky transportation research team to schedule a presentation, titled "Do transportation network companies decrease or increase congestion?" at the August CMC meeting.
- Worked with KYTC Planning and LFUCG Traffic Engineering staff on the FY 2020 ITS-CMS proposal and scope of work.
- Contacted Traffic Engineering staff to schedule a project presentation, titled "Traffic improvements at Pink Pigeon and Man O War Blvd." at the CMC meeting.

2.2 Transportation Plan Update & Implementation

- Prepared materials for the TTCC and TPC regarding project scores and recommended "Boosted" projects for the KYTC's SHIFT 2020 process.
- Attended Jessamine County Transportation Task Force meeting to solicit input on priority SHIFT projects in Jessamine County.
- Attended Bluegrass ADD Regional Transportation Meeting to coordinate on regional projects for the SHIFT process
- A special meeting of the TPC was held on July 31 to request TPC approval of boosted SHIFT projects.

3.1 Transportation - Land Use Impact Analysis

- Finalized and advertised the RFP for the Nicholasville Road Land Use and Corridor Study.
- Provided assistance and answered inquiries on various traffic related issues.
- Attended 2 pre-application meetings to provide transportation planning input on future land use applications.
- Continued coordination with 1 applicant about their traffic impact study for proposed zone changes in Lexington.
- Continued review of 1 amended traffic impact study.
- Provided assistance to LFUCG planning staff and Jessamine County planning staff on transportation related issues.
- Attended weekly meetings to coordinate future Zoning Text Amendments related to transportation.

3.2 Multimodal/Transportation Enhancement Planning

- Responded to approx. various citizen/agency requests for information on bike and pedestrian issues.
- Reviewed and submitted comments in Accela for various plans for bike and pedestrian circulation requirements.
- Corresponded on various plans approved by the planning commission for compliance with conditional signoff requirements.
- Continued data organization and evaluation for the bike share pilot program.
- Continued work with GIS to update the Bike Lexington Map to a digital and print version.
- Continued to work on plan drawings for multi modal improvements on Alexandria, Pasadena and Malibu corridor.
- Held numerous meetings various LFUCG departments to implement the Shared Mobility Vehicle permit process.

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- Attended meeting to discuss outreach strategies and grant funding applications for the Safe Streets program.
- Continued work on the ZOTA to increase sidewalk width minimums including a presentation at the Planning Commission Work Session.
- Held meeting with D7 and City of Nicholasville representatives to work to obligate funds for the East High and West High Shared Use Trail projects.
- Worked to allocate Transportation Alternative Program funds at risk of federal rescissions to MPO priority projects. Received TPC approval of the proposal at their July 31 special meeting.

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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.
- Met with Lextran, Traffic Engineering, and contractors concerning 30 bus stop improvements under development.
- Met with Global Lex concerning bus stop renovation in front of their building on Versailles Rd.
- Met with Councilman Reynolds and Via Creative to discuss plans for a bus shelter in front of Christian Towers on Versailles Rd.

Mobility Coordination

- Executed contract for FY 19-20 marketing services.
- Conducted several meetings for the upcoming fall launch of a business-oriented alternative transportation program.
- Secured keynote speaker and venue for the business outreach luncheon.

3.5 Travel Demand Modeling and Project Forecasting

- Used travel demand model for analysis of current development alternatives.

4.1 Program Administration

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

4.2 Transportation Improvement Programming (TIP)

- Completed TIP Mod # 19 to update construction funding for Polo Club Blvd.
- Held numerous meetings with LFUCG staff and administration regarding a funding swap with KYTC of SLX and CMAQ funds to advance projects in the Lexington MPO area.
- Presented and received approval of funding swap proposal from the TPC at their July 31 special meeting.
- Met with various departments to discuss future plans and projects for SLX funding.
- Held LFUCG/MPO/D7 Project Coordination Team meeting to review the status of all TIP projects.

Unified Planning Work Program (UPWP)

- Prepared and submitted Quarterly for the fourth quarter of FY 18-19.

B. Zoning Compliance Planning Activity Report

Enforcement

A total of 41 new case investigations were initiated in July. Just over 73% of the new cases related to illegal business activity in residential areas and signage issues. Most of the signage issues related to an increase in feather flags along some of Lexington's major street corridors. Forty old 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 19 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 July, seven ZCP's were issued, including three for family child care and one for an Airbnb.

Technical assistance was 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 18 applications for remodel activity, "fit-ups" or change in use requests. Permitting staff also devoted much time to issuing official zoning certification letters (10 for the month), responding to numerous citizen inquiries about a diversity of zoning issues, and providing assistance to citizens with getting through the Accela online application process and "building eye" service.

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Board of Adjustment

Six appeals were fully considered by the BOA at the July 8th public hearing, consisting of four variances (all approved, with some adjustments) and two conditional use requests (both approved). Three of the variance requests were for residential development within the Infill & Redevelopment Area, and one was for landscaping and building setback issues at the Urban Service Area boundary along Todds Road. Conditional uses were for the expansion of the parking lot at Rood & Riddle Equine Hospital, and for an improved parking lot (paved with landscaping and better access) to be used by Windy Corner Market on Muir Station Road.

C. Long Range Planning

Imagine Lexington

During the month of July, Long Range Planning staff continued to move forward with a number of implementation items relating to the 2018 Comprehensive Plan.

To continue building upon the public engagement initiated by Long Range Planning (LRP) Staff during the development of *Imagine Lexington*, LRP Staff has teamed up with Planning Services to organize a series of workshops for both citizens and applicants that focus on The Placebuilder, a component of *Imagine Lexington*. Titled, "Continuing Education on The Placebuilder," these workshops are scheduled to take place throughout the months of March – July (& beyond as needed). In the month of June, Planning Staff led an applicant workshop on July 29th. This workshop featured guidance relating to zone change justifications and how The Placebuilder fits into the zone change process. Going out into the community, staff has also given several presentations for neighborhood associations and other civic/professional groups. The events have been fairly well attended and have encouraged healthy and productive dialogue between stakeholders in our community's development.

Imagine Lexington Website

Progress on the Imagine Lexington website continued in July. Staff has elected to work with a local consulting firm, APAX Software, to build out a website where users can access the 2018 Comprehensive Plan, as well as regular updates on engagement opportunities and implementation progress. Long Range Staff's key goal is to provide the user with a more interactive platform to engage with the plan. Staff is taking on the role of providing content and design assistance, while the consultant will largely contribute to creating a database and building out the structure of the site. Regular phone meetings with the consultants have been occurring every two weeks.

In the meantime, Staff continues to update information hosted on *Imagine Lexington's* current 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 occur. 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.

Public Engagement Toolkit (PET)

LRP staff is beginning work on a toolkit to serve the purpose of better informing both developers and the public on strategies for meaningful engagement during the development process. LRP staff is currently working on formulating an advisory group made up of two subgroups: members of the general public (representing a full range of backgrounds, neighborhood interests, socioeconomic makeup, etc.) and members of the development community. This group will help staff understand the pitfalls of our current process and provide feedback on the development of the toolkit.

Zoning Ordinance Text Amendments (ZOTAs)

Beginning in late April, a Division-wide effort to discuss the initiation of a series of ZOTAs, many related to the 2018 Comprehensive Plan, took place. Throughout July, select groups continued discussions regarding potential ZOTAs for 2019-2020.

Accessory Dwelling Units ZOTA

Throughout July, staff continued working on the draft regulations for Accessory Dwelling Units in Lexington. Long Range Staff held group meetings with staff in both Planning Services and Zoning Enforcement in order to inform and refine the proposed regulations for the ZOTA.

During the work session on July 18th, staff presented the proposed regulations to the Planning Commission for review. This proposed changes were shared with the public the following day. Staff also worked to compile the key points of these changes into a one-page summary in order to disseminate information about the proposed regulations for ADUs more widely.

LRP staff continued their collaboration with the Senior Services Commission on the public engagement for ADUs, which was planned for August 20th to provide the public with additional opportunities to provide comments and feedback on the proposed regulations.

Staff members Chris Woodall and Sa Castro work as members of the Lexington programming committee of the Urban Land Institute (ULI) – Kentucky Chapter to create a Breakfast Series event on July 21st on the Design and Demand of Accessory Dwelling Units. As this was not a direct function of the Division of Planning we were able to explore other aspects of ADU's such as their design character, impacts to local property values, as well as real examples of how ADU's that have been granted variances are functioning today. The event was held at the Senior Center and was well attended by 30+ people. It also allowed us to begin to spread the word about the upcoming zoning text amendments that Planning is working on to allow for ADU's and ways for the community to get involved in that process.

Greenspace Commission

LRP Senior Planner, Valerie Friedmann, attended the Greenspace Commission meeting on July 17th. Valerie will be working with the commission to design landscape plans for existing water quality lots throughout Lexington that have been acquired by LFUCG.

Staff Study Group

Some of the newer members to Planning Staff have continued their participation in a "study group" that meets every other week to discuss different planning topics. The group was formed in order to develop and enhance the participants' understanding of different planning processes, the Zoning Ordinance & Subdivision Regulations, and existing and up-and-coming studies/plans. Additionally, they are able to hear different perspectives from other Staff members working in different sections.

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. Some highlights of this work from May include:

- Assisting Transportation Planning with the content and design of a new bicycle map for 2019; also in collaboration with Cricket Press and Broomwagon.
- Creating supporting material in the form of maps for Staff Zoning Review meetings.

Staff also attended pre-application meetings arranged by Planning Services, Zoning/Technical Review Committee meetings, Board of Adjustment meetings, & LFUCG-sponsored trainings.

CNU Webinar

Multiple members of LRP staff attended a webinar on July 17th that was hosted by the Smart Growth Network and the Congress for New Urbanism. Titled, *Coding for Communities: A Pragmatic Guide to Zoning Reform*, the webinar featured strategies for approaching incremental code reform in local government.

APA Audio Conferences

For many years, Staff has hosted APA Audio Conferences for continuing-education credits for both LFUCG and AICP. There were two APA Audio Conferences hosted during the month of June, whose titles were: *Creating Safe Environments – Integrating Planning, Design, & Physical Security* and *Incorporating Arts in Urban & Site Design*.

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 SEPTEMBER 2019

Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	September 5, 2019
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	September 5, 2019
Subdivision and ND-1 Items Public Meeting, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	September 12, 2019
Work Session, Thursday, 1:30 p.m., 3 rd Floor Phoenix Building.....	September 19, 2019
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	September 25, 2019
Zoning Items Public Hearing, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	September 26, 2019

X. ADJOURNMENT