

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

January 30, 2020

- 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** – There are no minutes to be considered by the Planning Commission 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 9, 2020, at 8:30 a.m. The meeting was attended by Commission members: Headley Bell, Anthony de Movellan, Karen Mundy, Mike Owens, and Carolyn Plumlee. Committee members in attendance were: Vaughan Adkins, Division of Engineering. Staff members in attendance were: Traci Wade, Tom Martin, Cheryl Gallt, Lauren Hedge, Sam Castro, Denice Bullock, 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, January 9, 2020 at 1:30 p.m. to review zoning map amendments and Zoning Ordinance text amendments. The meeting was attended by Commission members: Larry Forester, Graham Pohl and Bill Wilson. Staff members in attendance were: Hal Baillie, Tom Martin, Traci Wade, Samantha Castro, and Debbie Woods; Stephen Parker, Division of Traffic Engineering; 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. JULIE BUTCHER ZONING MAP AMENDMENT & EDMORE SUBDIVISION, LOT 3 ZONING DEVELOPMENT PLAN

- a. PLN-MAR-19-00016: JULIE BUTCHER (2/23/20)*- a petition for a zone map amendment from a Single Family Residential (R-1C) zone to the Professional Office (P- 1) zone in order to construct an office building on 0.876 net (1.191 gross) acres of property, located at 1918 and 1922 Nicholasville Road.

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 to a Professional Office (P-1) zone for the properties located at 1918 and 1922 Nicholasville Road. The applicant is proposing to construct a two-story office building and the associated parking. The applicant has not indicated a specific user for the subject property, but stresses that the P-1 uses are traditionally less intrusive, due to the typical hours of operation and lower intensity.

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

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

1. The requested Professional Office (P-1) zone is in agreement with the 2018 Comprehensive Plan's Goals and Objectives, for the following reasons:
 - a. The proposed rezoning will respect the context and design features of the surrounding development projects and develop design standards and guidelines to ensure compatibility with the existing urban form (Theme A, Goal #2.b) by implementing the Development Criteria and providing a moderate increase in land use intensity.
 - b. The proposed rezoning will provide a well-designed neighborhood (Theme A, Goal #3) by providing for new services accessible by the residents and business along the Nicholasville Road corridor without significantly disrupting the existing nearby residential neighborhood.
 - c. By proposed rezoning supports the Complete Streets concept, encouraging the use of bicycles and public transportation by prioritizing a pedestrian-first design that also accommodates the needs of bicycle, transit, and other vehicles (Theme D, Goal #1.a and 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 creates a residential development that supports pedestrian mobility. Additionally, the proposed rezoning seeks to increase the intensity of use along a major arterial roadway, prioritizing an increase in land uses intensity and allowing for future mixed use.
 - b. The proposed rezoning includes safe facilities for the potential users of the site by prioritizing multi-modal connections and increasing bike and pedestrian facilities. These improvements address the Transportation and Pedestrian Connectivity development criteria of the 2018 Comprehensive Plan.
 - c. The proposed rezoning meets the criteria for Greenspace and Environmental Health as it works with the current landscape, and limits the impacts on the surrounding environment.
3. Under the provisions of Article 6-7 of the Zoning Ordinance, the following use restrictions are recommended via conditional zoning:
 - a. Prohibited Uses:
 - i. Drive-Through Facilities
 - ii. Stand alone parking lots and structures

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- b. Outdoor speakers or amplification shall be prohibited on the subject property.
- c. Lighting shall be a maximum of 10 feet in height and shall be shielded and directed away from the neighborhood adjacent to the property.

These restrictions are appropriate and necessary for the following reasons:

- 1. To reduce the potential impact of allowable professional office uses on the adjacent neighborhood.
 - 2. To reduce the potential impact of lighting and sound on the adjacent neighborhood.
4. This recommendation is made subject to approval and certification of PLN-MJDP-19-00075: Edgemoor Subdivision, Lot 3, 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-19-00075: EDGEMORE SUBDIVISION, LOT 3 (2/23/20)* - located at 1918 AND 1922 NICHOLASVILLE RD., LEXINGTON, KY.

Project Contact: Barrett Partners

Note: The purpose of this plan is to rezone the property.

The Subdivision Committee Recommended: Postponement. There were some questions regarding the parking requirements and the requested variance.

- 1. Provided the Urban County Council rezones the property P-1; otherwise, any Commission action of approval is null and void.
- 2. Urban County Engineer's acceptance of drainage, storm and sanitary sewers.
- 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. Correct number of stories on plan face to "2 story".
- 6. Discuss reservation for future bus rapid transit (BRT) on Nicholasville Road including new 30' building line.
- 7. Discuss parking variance.
- 8. Discuss compliance with Placebuilder criteria:
 - a. B-SU11-1: Green infrastructure should be implemented in new development.
 - b. A-DS1-1: Mass transit infrastructure such as seating and shelters should be provided/enhanced along transit routes.
 - c. A-DS4-1: A plan for a connected multi-modal network to adjacent neighborhoods, greenspaces, developments and complementary uses should be provided.
 - d. A-EQ3-2: Development on corridors should be transit-oriented (dense & intense, internally walkable, connected to adjacent neighborhoods, providing transit infrastructure & facilities).
 - e. E-ST3-1: Development along major corridors should provide for ride sharing pick up and drop off locations along with considerations for any needed or proposed park and ride functions of the area.

2. LEXINGTON HABITAT FOR HUMANITY ZONING MAP AMENDMENT & PERRY STREET TOWNHOMES ZONING DEVELOPMENT PLAN

- a. PLN-MAR-19-00017: LEXINGTON HABITAT FOR HUMANITY (12/23/20)*- a petition for a zone map amendment from a Single Family Residential (R-1D) zone to a Planned Neighborhood Residential (R-3) zone, for 0.229 net (0.3046 gross) acres, for properties located at 213, 215, 217, 219, 221, 223, 225, and 229 Perry Street. Two dimensional variances have also been requested.

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 Single Family Residential (R-1D) zone to the Planned Neighborhood Residential (R-3) zone in order to construct a townhouse development for 0.229 net (0.3046 gross) acres of property, located at 213, 215, 217, 219, 221, 223, 225, and 229 Perry Street. The proposed development includes five (5) attached single-family homes. The proposed development represents a density of 21.83 dwelling units per acre. Two variances are also requested to reduce the rear yard setback and the minimum dimension of the private open space.

The Zoning Committee Recommended: Approval to the full Commission.

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

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

1. The requested Planned Neighborhood Residential (R-3) zone is in agreement with the 2018 Comprehensive Plan's Goals and Objectives, for the following reasons:
 - a. The proposed rezoning accommodates the demand for housing in Lexington responsibly, prioritizing a mixture of housing types (Theme A, Goal #1), while also supporting infill and redevelopment with modern, safe, and dense housing (Theme A, Goal #2).
 - b. The proposed rezoning provides a well-designed neighborhood (Theme A, Goal #3) by adding pedestrian facilities and decreasing the potential for on-street conflicts between pedestrians and vehicular traffic.
 - c. The proposed rezoning strengthens the opportunities for housing affordability within the Lexington-Fayette Urban County (Theme A, Goal #1, Objective d).
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 creates a residential development that supports pedestrian mobility.
 - b. The proposed rezoning includes safe facilities for the potential users of the site by prioritizing the inclusion of safe pedestrian facilities. These improvements address the Transportation and Pedestrian Connectivity development criteria of the 2018 Comprehensive Plan.
 - 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 adds tree canopy coverage in the form of street trees and landscape buffers.
3. This recommendation is made subject to approval and certification of PLN-MJDP-19-00076: Perry Street Townhomes, prior to forwarding a recommendation to the Urban County Council. This certification must be accomplished within two weeks of the Planning Commission's approval.

b. REQUESTED VARIANCE

1. To reduce the required rear yard from ten (10) feet to seven (7) feet.
2. To reduce the minimum dimension for open space from eight (8) feet to 6 (six) feet.

The Zoning Committee recommended: **Approval** for the following reason.

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

1. Granting the requested variance should not adversely affect the public health, safety, or welfare; nor should it affect the character of the general vicinity. The property is located within the defined Infill & Redevelopment Area, which emphasizes the need to allow for dimensional variances to allow for new development.
2. The need for the variance arises from the special circumstances of the proposed development, including the small width and depth of the subject properties and the substandard nature of Perry Street.
3. The strict application of the rear yard setbacks and minimum open space requirements would create an unnecessary hardship on the proposed development as it reduces the ability to develop the land while also increasing the potential for on-street conflicts.
4. The request is not a result of a willful violation of the Zoning Ordinance. The applicant has taken care to go through the necessary process for this project and has requested the variance prior to commencing construction.

This recommendation of Approval is made subject to the following conditions:

- a. Provided the Planning Commission approves the requested zone change to the R-3 zone, otherwise the requested variance shall be null and void.
 - b. The development shall be constructed in accordance with the approved Final Development Plan, or as that plan is amended to address design requirements of the Divisions of Engineering, Traffic Engineering, or Building Inspection.
 - c. All necessary permits shall be obtained from the Divisions of Planning, Traffic Engineering, Engineering, and Building Inspection prior to construction and occupancy.
 - d. Action of the Planning Commission shall be noted on the Development Plan for the subject property.
- c. PLN-MJDP-19-00076: PERRY STREET TOWNHOMES (2/23/20)* - located at 213, 215, 217, 219, 221, 223, 225 AND 229 PERRY ST., LEXINGTON, KY.
Project Contact: Endris Engineering

Note: The purpose of this plan is to rezone the property.

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.

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5. Greenspace Planner's approval of the treatment of greenways and greenspace.
6. Denote: No building permits shall be issued unless and until a final development plan is approved by the Planning Commission.
7. Addition of standard notes as required by Article 21 of the Zoning Ordinance.
8. Document compliance with required openspace by providing an exhibit or table on the plan.
9. Provided the Planning Commission grants the requested rear yard setback variance.
10. Provided the Planning Commission grants the required open space variance to Article 8-10(o)(3) for minimum dimension of eight (8) feet.
11. Denote right-of-way improvements and possible waiver shall be resolved at time of Preliminary Subdivision Plan/Final Development Plan.
12. Discuss compliance with Placebuilder criteria:
 - a. B-SU11-1: Green infrastructure should be implemented in new development.

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. **Long Range Planning Activity Report**

Imagine Lexington

During the months of November and December, 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 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 were scheduled to take place throughout 2019 (& beyond as needed). In the month of November, Planning Staff led one of these workshops for the applicant group on November 15th. Content focused on providing guidance relating to zone change justifications and how The Placebuilder fits into the zone change process. Staff is currently brainstorming new topics for future trainings in 2020.

In addition to the regularly scheduled workshops relating to the *Imagine Lexington*, Chris Woodall, Manager of Long Range Planning, gave presentations for both the Regional Land Use Planning Summit (12/5) and Mayor Gorton's Sustainable Growth Task Force (12/11).

Imagine Lexington Website

Progress on the Imagine Lexington website slowed, but continued, in November and December as planning staff continued to work with a local consulting firm, APAX Software. The "Imagine Lexington" section of the site is near complete, leading to the expectation of a launch this winter. In December, LRP Senior Planner Lauren Weaver completed an additional interactive story map for the website, which includes information relating to the "Specialized Focus Areas" as outlined in the 2018 Comprehensive Plan.

Overall, Long Range staff's main goal is to provide the user with a more interactive platform to engage with the comprehensive plan without having to download and search through the full document. When all components of the site are developed, it will also serve as a much needed mechanism to connect people with current goings-on in Planning and ways to get involved.

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 for the public to access. Staff's desire is to make the website as user friendly and attractive as possible 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.

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 November and December, select groups continued discussions regarding potential ZOTAs for 2019-2020. Certain members of LRP staff also participated in the overarching ZOTA workgroup, which acts as a general overseer and shepherd to all the ZOTAs coming into the pipeline over the next year.

Accessory Dwelling Units ZOTA

In the month of November, Administrative Officer Chris Taylor gave two presentations regarding the current proposal for ADUs in Lexington; the first was for a group of RE/MAX realtors and the second for a District 9 meeting. The current proposal is in the hands of the Urban County Council's Planning and Public Safety Committee.

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Public Engagement Toolkit (PET)

Throughout November and December, LRP staff had three meetings for the Public Engagement Toolkit (aka PET Project). As a reminder, the goal of the PET Project is to help guide developers on what constitutes “meaningful engagement” as described in the Placebuilder section of the Comprehensive Plan, as well as giving tips and tools for success. On the flip side, Planning is also looking for this toolkit to become a resource to the general public, and a way for them to understand how the development approval process works, how they find out about new developments, at what stages of the process they can provide input, and the means to either support or argue against a proposed development.

The PET Advisory Group, made up of individuals from both the development community and neighborhood/community groups, met on November 13th to discuss and provide feedback on the initial proposed components of the toolkit content. The group reconvened on December 11th for additional discussion, revision, and further content creation. The toolkit will be released in the spring of 2020.

Nicholasville Road Corridor Study

Members of Long Range Planning staff, in collaboration with the Lexington Area Metropolitan Planning Organization (MPO), selected a consultant firm to begin work on the Nicholasville Corridor Study. Kick-off for the project was in November 2019; updates on the project will be ongoing.

On August 19th, a group of planning staff members participated in a site visit to TARC and Louisville’s Dixie Highway BRT project to learn about their projects, its challenges, and the viability of BRT in Kentucky communities.

On the Table 2020

LRP Senior Planners Valerie Friedmann and Lauren Weaver will be representing the Division of Planning as members of the 2020 On the Table Accessibility Team and Engagement Team respectively. They are attending monthly meetings to help prepare for the 2020 event.

On the Table 2020 is being organized by CivicLex and will be held on March 25th, 2020. This year’s theme is about how Lexington’s neighborhoods are changing - what’s good, what’s bad, and how Lexingtonians might guide our community in a direction in which it can be successful.

Greenspace Commission

LRP Senior Planner, Valerie Friedmann, attended the Greenspace Commission meeting on November 20th. There was no meeting in December. Ms. Friedmann also spent time at the conclusion of 2019 drafting a proposal (which was awarded funding in January) to acquire grant funds for greenspace improvements in neighborhoods. More to come on the grant, funded by Bluegrass Community Foundation, in the January report.

Infill & Redevelopment Steering Committee

Staff attended the Infill & Redevelopment Steering Committee meeting and updated attendees on Comprehensive Plan implementation items.

KY-APA Newsletter

Lauren Weaver (Senior Planner) and Grace Coy (Planner Tech) have joined the Communications Committee of the APA Kentucky Chapter. Part of their responsibilities revolve around designing and developing the 2019 Annual Report and the KY-APA quarterly newsletters.

Career Day with the Lexington Universal Academy

Lauren Weaver and Grace Coy made a trip to the Lexington Universal Academy on November 20th to give two presentations to students in grades K-5 on urban and community planning.

Staff Study Group

Some 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:

- Performing land use classification for use in future projects.
- Collecting data and mapping neighborhood assets in Lexington.
- Developing a planning processes workflow.
- Developing system for tracking metrics related to implementation of the 2018 Comprehensive Plan.

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- 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/orientation.

APA Audio Conferences

For many years, Staff has hosted APA Audio Conferences for continuing-education credits for both LFUCG and AICP. There were six APA Audio Conferences hosted during the months of November and December, whose titles were:

- *Home for the Holidays, Except When You Have No Place to Call Home;*
- *Award-Winning Sustainability 2019;*
- *Planning for Housing: Using the APA Policy Guide on Housing;*
- *Current Topics in Planning Law: From Cannabis to the Fast Track;*
- *Making Room for Middle Housing – HB 2001 and Lessons from Oregon;* and
- *Sea Level Rise 101: How to Select & Use Sea Level Rise Data for Planning and Policy.*

B. Transportation Planning Activity Report

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

- Attended 2 LFUCG Pedestrian Safety Work Group.
- Attended 2 Commission for People with Disabilities meeting.
- Attended 2 Corridors Commission meeting.
- Attended 8 weekly paving meetings at LFUCG Streets and Roads.
- Attended 2 University of Kentucky Bicycle Advisory Committee meeting.
- Attended KYTC/LFUCG Maintenance and Operations Delivery meeting.
- Completed various revisions to the Title VI plan as requested by the KYTC Office of Transportation Delivery.
- The MPO website had 969 visits from 816 users (84% new users) and 1,973 page views in November and December.
- The MPO's Twitter site had 2,057 followers in November and December.
- The MPO's Facebook page had 3,525 followers in November and December; reached 1,920 users; and had 1,447 engaged users.

1.2 Staff Development

- Attended FHWA Talking Transportation Technology (T3) Webinar for the topic of Impacts of Automation; What States, Cities, and MPOs Need to Know.
- Completed NHI Course - Introduction to Connected Vehicles and Automated Vehicles.
- Completed NHI Course - Implementing Performance-Based Planning and Programming.
- Completed NHI Course - Introduction to Performance Measurement.
- Completed NHI Course - Data Archiving and Analytics for Planning, Operations, and Safety.
- Completed NHI Course - Effective Target Setting for Transportation Performance Management.

2.1 Congestion Management Process (CMP)

- Researched the FHWA congestion management process update requirements, such as incorporating travel time reliability and multi-modalism into the CMP, and worked on the CMP Update 2020.
- Updating CMP goals, objectives and congestion management committee roster.
- Worked and met with Traffic Engineering staff to evaluate and rank roadway bottlenecks, and track congestion trends using INRIX roadway analytics data.

2.2 Transportation Plan Update & Implementation

- Began in-house development of a Freight Plan with a staff scoping meeting.
- Participated in a project scoping meeting for the KYTC's Southeast Fayette County and Northeast Jessamine County Connectivity Study. Reviewed and commented on the scope of work.
- Reviewed and submitted feedback on the major corridors to be studied in the Lexington MPO Area as part of the KYTC's Statewide Corridor Plan.

3.1 Transportation - Land Use Impact Analysis

- Received executed contract for the Nicholasville Road Land Use and Corridor Study. Held a project kick off meeting and conducted a tour of the corridor. Finalized a detailed scope of work and project schedule.
- Provided assistance and answered inquiries on various traffic related issues.

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- Attended one pre-application meeting to provide transportation planning input on future land-use applications.
- Assisted LFUCG planning staff and Jessamine County planning staff on transportation related issues.
- Attended regular meetings to coordinate future Zoning Text Amendments related to transportation including stub street connections and parking requirements.

3.2 Multimodal/Transportation Enhancement Planning

- Responded to approx. 52 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.
- Attended 2 meetings with development groups to work through requirements for multi-modal compliance with the subdivision regulations.
- Met with Central Equipment to discuss their proposed development plan and the required changes to the public right of way.
- Continued work with GIS to update the Bike Lexington Map digital and print version.
- Conducted multiple meetings with shared mobility providers.
- Continued work to implement Shared Mobility Vehicle permits, managed current licensees, and associated data and enforcement.
- Continued work with Populus, a third party data-management company platform, to process and evaluate multiple shared mobility companies' data.
- Collaborated with Populus, Lexpark and Lextran to submit a grant proposal for a community travel survey and other shared mobility data analyses.
- Consulted with Manchester Coffee Company to help locate and acquire a bike rack for their establishment.
- Met with Mayor's office representatives to discuss art installation project on MLK viaduct.
- Met with the American Heart Association to discuss their intent to form a coalition to advance a Complete Street Policy in Lexington.

3.3 Transit Planning

- Attended Via Creative meeting as Co-Chair.
- Responded to a citizen regarding a transit bus stop concern.
- Attended Lextran board meeting.
- Maintained/edited bus stop inventory in GIS, providing transit data to other LFUCG divisions.
- Attended FTSB board meeting as Chair.
- Collaborated with Lextran to submit a funding request for FTA 5303 Planning funds for a Comprehensive Operational Analysis.

3.4 Mobility Coordination

- Produced TV ads featuring the winning businesses from the "Lex on the Move" business commuter challenge.
- Processed media campaign invoices.
- Began discussions on the structure and content of the FY 21 media campaign.

3.5 Travel Demand Modeling and Project Forecasting

- Performed Travel Demand Model maintenance.
- Met with representative from Caliper and received a one-year free trial of Trans Modler SE 5.0.
- Worked on familiarization with Trans Modler.

4.1 Program Administration

- Packets and meeting minutes were prepared for the Bicycle & Pedestrian Advisory Committee.
- Continued to participate in the Rethink Lexington initiative.
- Completed and submitted Quarterly Reports for Q2 Nov-Dec.
- Met with the MPO's new KYTC Planning liaison to discuss various administrative topics.

4.2 Transportation Improvement Programming (TIP)

- Continued work to refine project list for SLX funding including coordination meetings with Engineering, Traffic, Planning, District 7, Lextran and Jessamine County officials.
- Completed the Lexington Area MPO FY 2019 Annual Obligations Report.
- Conducted an MPO/LFUCG/KYTC Project Coordination Team meeting to coordinate the implementation of TIP projects.

4.3 Unified Planning Work Program (UPWP)

- Began drafting the FY 21 UPWP.

C. Zoning Compliance Planning Activity Report**Enforcement**

A total of 41 new case investigations were initiated in November and December of 2019. New cases consisted of the usual mix of illegal business activities in residential zones, occupancy complaints, signage and various other zoning compliance issues. A total of 43 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 26 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 November and December of 2019, six ZCP's were issued, which included two child care facilities and an Airbnb. Technical assistance was also provided to the Division of Building Inspection (at weekly "Review Board" meetings) in review of ten applications for new commercial or multi-family building construction, and 26 applications for remodel activity, "fit-ups" or change in use requests. Considerable effort was also devoted to completing zoning certification letters (24 for the two months), providing zoning information to the general public, and assisting citizens with navigating through the on-line Acella application process.

Board of Adjustment

Seven appeals were considered by the BOA at the November 11th public hearing, consisting of six variances and one administrative appeal. All of the variances were approved, with the exception of a request to approve the height of a front yard fence from 4' to 6'. The administrative appeal was also approved, which allowed an increase in the normal permitted size of an accessory building on a residential lot.

Five appeals were fully considered at the December 9th public hearing, which included one variance, three conditional uses and one administrative appeal. All of the appeals were approved, with the exception of a request for a conditional use to allow continued operation of a junk yard on Lisle Industrial Avenue. Enforcement efforts will now be initiated to phase out the operation of the junk yard. A controversial request to allow an electronic message display sign at a new entertainment complex (with a theatre) at the corner of South Broadway and High Street was withdrawn by the applicant.

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 2020

Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	February	6, 2020
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	February	6, 2020
Subdivision and ND-1 Items Public Meeting, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	February	13, 2020
Work Session, Thursday, 1:30 p.m., 3 rd Floor Phoenix Building.....	February	20, 2020
Zoning Items Public Hearing, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	February	27, 2020
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	February	29, 2020

X. ADJOURNMENT

TLW/TM/HB/dw

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