

**AGENDA
URBAN COUNTY PLANNING COMMISSION
SUBDIVISION ITEMS AND ZONING ITEMS**

February 25, 2021

I. CALL TO ORDER - The meeting will be called to order at 1:30 p.m. via video teleconference.

Due to the COVID-19 pandemic, state of emergency and Governor Beshear's Executive Orders regarding social distancing, this meeting is being held via teleconference pursuant to Senate Bill 150 (as signed by the Governor on March 30, 2020) and Attorney General Opinion 20-05, and in accordance with KRS 61.826, because it is not feasible to offer a primary physical location for the meeting.

Please utilize the following information to participate in this public meeting:

<https://zoom.us/join>

Webinar ID: 948 7259 2927

Password: 775643

Call in Number

+1 (929) 436-2866

If participants have items to submit for consideration by the Planning Commission (photos, videos, documents, etc.), please email them to planningmailbox@lexingtonky.gov before 10:00 a.m. on the day of the meeting. Information may also be mailed to the Division of Planning, 101 E. Vine Street, Suite 700, Lexington, KY 40507. Members of the public will have the opportunity to speak during the meeting, but will not have the opportunity to share their screens during the video teleconference. If members of the public wish to speak during the meeting, but are unable to connect or have other technical difficulties, please contact the Division of Planning via email at planningmailbox@lexingtonky.gov, or (859) 258-3160.

If you do not feel comfortable participating in a video teleconference meeting, written comments may be sent to the Division of Planning at the above listed email address, and will be distributed to the Planning Commission members.

The media and public may view the public hearing on LexTV Spectrum channel 185, MetroNet channel 3, Windstream channels 3 and 20, or via live stream at the following link: http://lfucg.granicus.com/MediaPlayer.php?publish_id=12

II. APPROVAL OF MINUTES – The minutes of the December 10, 2020, and January 14, 2021, meeting will be considered by the Planning Commission at this time.

III. POSTPONEMENTS OR WITHDRAWALS – Requests for postponement and withdrawal will be considered at this time.

IV. LAND SUBDIVISION ITEMS – The Subdivision Committee met on Thursday, February 4, 2021, at 8:30 a.m. The meeting was attended by Commission members Ivy Barksdale, Headley Bell, Anthony de Movellan, Jan Meyer, Frank Penn, 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: Jim Duncan, Traci Wade, Tom Martin, Hal Baillie, Cheryl Gallt, Lauren Hedge, Jimmy Emmons, Samantha Castro, and Stephanie Cunningham; 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 notes automatically apply to all plans listed on this docket (unless a waiver of any section is granted by the Planning Commission).

1. All preliminary and final subdivision plans are required to conform to the requirements of Article 5 of the Land Subdivision Regulations.
2. All development plans are required to conform to the requirements 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-20-00029: LEXINGTON MALL PROPERTY, LOT 6-A (LFUCG) (AMD) (2/11/21)* - located at 2401 RICHMOND RD., LEXINGTON, KY.
Council District 5
Project Contact: EA Partners

Note: The Planning Commission postponed this item at their July 9, 2020, August 13, 2020, September 10, 2020, October 8, 2020, November 12, 2020, December 10, 2020, and January 14, 2021, meetings. The purpose of this amendment is to add a 10,000 square foot structure with drive-through lanes and parking.

The Subdivision Committee Recommended: **Postponement**. There are questions regarding the pedestrian connectivity and compliance with Article 12 of the Zoning Ordinance.

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

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
 2. Urban County Traffic Engineer's approval of street cross-sections and access.
 3. Landscape Examiner's approval of landscaping and landscape buffers.
 4. Addressing Office's approval of street names and addresses.
 5. Urban Forester's approval of tree preservation plan.
 6. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
 7. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
 8. Division of Waste Management's approval of refuse collection locations.
 9. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
 10. Inclusion of entire Planned Shopping Center (B-6P) area (Lexington Mall Property) on plan.
 11. Addition of driveway entrance widths.
 12. Addition of proposed building height in feet on plan.
 13. Addition of numerical labels on contour intervals.
 14. Correct language for Owner's certification.
 15. Addition of sidewalk along access easement for Lot 6-A.
 16. Floodplain LOMR boundary to the approval of the Division of Engineering.
 17. Discuss required stacking for drive-through lanes.
 18. Discuss compliance with Article 12-8(e) for maximum required parking of 4 spaces per 1,000 square feet of space.
 19. Discuss compliance with Articles 12-8(h) and 12-8(i) for multi-modal accommodations and transit facilities.
- b. PLN-MJDP-20-00057: GRIFFIN GATE OFFICE PARK (AMD) (2/11/21)* - located at 1390 OLIVIA LN., LEXINGTON, KY.
Council District 2
Project Contact: Earthcycle Design

Note: The Planning Commission postponed this item at their October 8, 2020, November 12, 2020, December 10, 2020, and January 14, 2021, meetings. The purpose of this amendment is to add access to Citation Boulevard and add storage buildings.

The Subdivision Committee Recommended: **Postponement**. There were questions regarding meeting the required parking in the zone and the proposed "storage building" in the professional office zone. The applicant submitted a revised plan on January 21, 2021, that addressed the staff's concerns about the accessory storage building; however, concerns remain about the ability to meet the required parking on the site. The applicant submitted another revision on February 1, 2021, but there are concerns about access to Citation Boulevard.

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

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping and landscape buffers.

* - Denotes date by which Commission must either approve or disapprove request.

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. United States Postal Service Office's approval of kiosk locations or easement.
 10. Addition of landscape buffer.
 11. Denote date of review by the Royal Springs Aquifer Water Supply Protection Committee.
 12. Discuss access to Citation Blvd.
- c. PLN-MJDP-20-00076: BALL HOMES PROPERTY & LILLIAN HUNT (SPEEDWAY 101282) (2/28/21)* - located at 1318 & 1320 VERSAILLES RD., LEXINGTON, KY.
Council District 11
Project Contact: McBride Dale Clarion

Note: The Planning Commission continued this item at their January 14, 2021 meeting. The purpose of this plan is to revise the development on the site.

The Subdivision Committee Recommended: **Postponement**. There were questions regarding the impact on Versailles Road and the proposed access to the site.

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

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
 2. Urban County Traffic Engineer's approval of street cross-sections and access.
 3. Landscape Examiner's approval of landscaping and landscape buffers.
 4. Addressing Office's approval of street names and addresses.
 5. Urban Forester's approval of tree preservation plan.
 6. Bike and 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. United States Postal Service Office's approval of kiosk locations or easement.
 11. Provided the Board of Adjustment grants the requested variances to the B-1 zone setback.
 12. Addition of topographic information and source.
 13. Denote adjoining zoning.
 14. Denote 10' recorded setback adjacent to the R-2 zone.
 15. Addition of Red Mile Road cross-section.
 16. Delete site area statistic from Planning Commission certification.
 17. Correct street cross-sections to include detailed information.
 18. Discuss setback notes.
 19. Discuss access to Versailles Road.
 20. Discuss recorded temporary construction easement along Red Mile Road and conflict with proposed re-development.
- d. PLN-MJDP-20-00082: WEBB PROPERTIES, UNIT 1 (REGENCY POINT) (KROGER) (AMD) (4/4/21)* - located at 150 W. LOWRY LN., LEXINGTON, KY.
Council District 10
Project Contact: The Roberts Group PSC

Note: The purpose of this plan is to add building square footage, revise the parking layout, and reduce provided parking.

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

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping and landscape buffers.
4. Bike and Pedestrian Planner's approval of bike trails and pedestrian facilities.
5. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
6. Division of Waste Management's approval of refuse collection locations.
7. Clarify boundaries and distance on property.
8. Addition of contour lines along Lowry Lane.
9. Complete dimensions on building along Lowry Lane.

* - Denotes date by which Commission must either approve or disapprove request.

- e. PLN-MJDP-20-00083: CROSSROADS CHRISTIAN CHURCH (GARDEN ESTATES) (LOT 2) (4/4/21)* - located at 4176 TODDS RD., LEXINGTON, KY.
Council District 12
Project Contact: EA Partners, PLC

Note: The purpose of this amendment is to revise the apartment building footprints and increase the number of bedrooms.

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

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
 2. Urban County Traffic Engineer's approval of street cross-sections and access.
 3. Landscape Examiner's approval of landscaping and landscape buffers.
 4. Addressing Office's approval of street names and addresses.
 5. Urban Forester's approval of tree preservation plan.
 6. Bike and Pedestrian Planner's approval of bike trails and pedestrian facilities.
 7. Greenspace Planner's approval of the treatment of greenways and greenspace.
 8. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
 9. Division of Waste Management's approval of refuse collection locations.
 10. United States Postal Service Office's approval of kiosk locations or easement.
 11. Addition of building heights, individual building square footage and gross acreage in site statistics.
 12. Remove "or modifications" from note regarding building envelopes.
 13. Revise exactions note to reference exaction amounts per DP 2004-84.
 14. Dimension width of entrance drive.
 15. Correct language in Owner's Certification.
 16. Correct language in Commission's Certification.
 17. Provided the Planning Commission makes a finding that the plan complies with the Expansion Area Master Plan (EAMP).
- f. PLN-MJDP-20-00084: ETHINGTON & ETHINGTON PROPERTY, TRACT 1, LOTS 2 - 4 (AMD) (4/4/21)* - located at 4235 HARRODSBURG RD., LEXINGTON, KY.
Council District 10
Project Contact: Vision Engineering

Note: The purpose of this amendment is to revise lot layout with revised building square footage and vehicular circulation on Lots 2 – 4.

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

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
 2. Urban County Traffic Engineer's approval of street cross-sections and access.
 3. Landscape Examiner's approval of landscaping and landscape buffers.
 4. Addressing Office's approval of street names and addresses.
 5. Urban Forester's approval of tree preservation plan.
 6. Bike and 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. United States Postal Service Office's approval of kiosk locations or easement.
 11. Addition of lot numbers associated with amendment in the title block.
 12. Update adjacent Lot 1 information to reflect certified Final Development Plan (PLN-MJDP-18-00030).
- g. PLN-MJDP-20-00085: JAMES MOTOR CO. & KATHRYN M. McBRAYER PROPERTY (AMD) (4/4/21)* - located at 2440 RICHMOND RD & 2350 LAKE PARK RD., LEXINGTON, KY.
Council District 5
Project Contact: EA Partners, PLC

Note: The purpose of this amendment is to add an access point on Lake Park Road and 3 additional parking spaces for car charging station area.

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

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

* - Denotes date by which Commission must either approve or disapprove request.

8. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
9. Update existing building height and parking spaces in site statistics.
10. Correct language in Owner's Certification.
11. Resolve need for proposed access point and fence.

3. **REAPPROVAL, CONTINUED DISCUSSIONS & EXTENSION ITEMS**

- a. **PLN-MJDP-19-00041: AVONDALE SUBDIVISION, BLK B, LOTS 1, 2, 44 & 45 (NORTH LEXINGTON HOLDINGS)** – located at 912, 914, 916 & 918 NORTH LIMESTONE ST., LEXINGTON, KY.
Council District 1
Project Contact: Gresham Smith

Note: The Planning Commission approved this plan at their August 8, 2019, meeting, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping and landscape buffers.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
8. Greenspace Planner's approval of the treatment of greenways and greenspace.
9. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
10. Recordation of consolidation plat shall occur prior to the certification of the final development plan.
11. Resolve compliance with the Central Sector Small Area Plan streetscape requirements.

Note: The Planning Commission's approval has expired and the applicant now requests a reapproval of this plan.

The Subdivision Committee Recommended: **Reapproval**, subject to the original conditions.

- b. **PLN-MJDP-19-00066: MASTERSON STATION CENTER (CITATION VILLAGE) (AMD)** – located at 248 FERNDAL PASS & 2679 LEESTOWN RD., LEXINGTON, KY.
Council District 2
Project Contact: EA Partners, PLC

Note: The Planning Commission approved this plan at their December 12, 2019, meeting, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping and landscape buffers.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
8. Greenspace Planner's approval of the treatment of greenways and greenspace.
9. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
10. Division of Waste Management's approval of refuse collection locations.
11. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
12. United States Postal Service Office's approval of kiosk locations or easement.
13. Correct Citation Boulevard on vicinity map.
14. Addition of open space provided.
15. Depict tree canopy on face of plan and provide canopy coverage.

Note: The Planning Commission's approval has expired and the applicant now requests a reapproval of this plan.

The Subdivision Committee Recommended: **Reapproval**, subject to the original conditions.

- C. PERFORMANCE BONDS AND LETTERS OF CREDIT** – Any bonds or letters of credit requiring Commission action will be considered at this time. The Division of Engineering will report at the meeting.

- V. **ZONING ITEMS** - The Zoning Committee meeting scheduled for Thursday, February 4, 2021, was canceled due to the lack of zoning items filed for the Planning Commission's February public hearing, nor any postponed items.
- 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 December and January, Long Range Planning staff continued to move forward with a number of implementation items related to the 2018 Comprehensive Plan.

Uncommon Commons

LRP staff continued the Uncommon Commons webinar series "Mornings with Planning." December's discussion topic was titled "Looking to 2021: Topics and Trends in Planning throughout the U.S" and took place on Dec. 2, 2020. Three of the panelists for this discussion were planning experts from across the nation, with representatives from the cities of Detroit, MI, Tallahassee, FL, and Raleigh, NC. Administrative Officer Chris Taylor participated as a panelist for that discussion as well, to provide the Lexington perspective.

The topic for the January "Mornings with Planning" webinar was "Infill and Redevelopment: Lexington's Responsible Growth and Evolution" and took place on Jan. 6, 2021. Panelists for this discussion included both local and outside development professionals, the Executive Director of Fayette Alliance, and Hal Baillie, AICP, Planner Senior for the Planning Services section.

As custom, Senior Planner Lauren Well. Weaver served as the moderator for both discussions. Both webinars were determined eligible for 1 CE credit for APA and AICP members.

Staff plans to continue the "Mornings with Planning" series on a monthly basis throughout 2021.

Imagine Lexington Website & Social Media

Staff continued with maintenance and updates to imaginelexington.com in December and January.

Staff has continued to expand the site's project pages that feature information related to the various Zoning Ordinance Text Amendments and Subdivision Regulation Amendments, which have been set in motion by the recommendations within *Imagine Lexington*. This section is housed under the "Implement" section of the site and the overall Imagine Lexington approach.

Staff also continues to maintain the Imagine Lexington Facebook, Twitter, and Instagram social media accounts. In addition, staff has been keeping in touch with our public audience through the use of Mailchimp, a tool allowing for the creation and distribution of email campaigns to an audience of subscribers.

Zoning Ordinance Text Amendments (ZOTAs) and Subdivision Regulation Amendments (SRAs)

In April of 2019, the Planning staff began a division-wide effort to draft and initiate a series of text amendments, many related to the 2018 Comprehensive Plan.

Text amendments that are currently in the "planning and research" phase include: open space (Article 20); Multi-Family Design Standards (multiple locations); parking (multiple locations); complete streets (multiple locations); agritourism (multiple locations); and revisions to the intent statements for multiple articles.

Senior Planner Valerie Friedmann presented and overview of the Open Space ZOTA to the Stormwater Stakeholder Advisory Committee during their meeting on Dec. 4, 2020.

The Street Patterns and Continuity SRA, which is being led, in part, by Senior Planners Samantha Castro and Valerie Friedmann, was the topic of a virtual stakeholder meeting held for members of both the development and design communities. This virtual presentation and discussion took place on Dec. 16, 2020. An update on this SRA, paired with the release of the first draft of the updated regulatory text, was given to the Planning Commission during the work session on Jan. 28, 2021.

LRP staff has taken on the task of developing informational one-pagers for each of the ZOTAs that summarize the proposed amendments to succinctly communicate the proposed changes and provide additional material resources to Planning Commission members, the Urban County Council, and the public. These are able to be accessed on each of the respective ZOTA or SRA project pages on the website.

Development Handbook

Staff continued working with the Development Handbook advisory group in December and January, using the Jan. 27, 2020 meeting to review the initial drafts of several sections of the updated handbook. Staff also meets bi-weekly to support the advisory group's efforts and prepare for upcoming meetings.

As part of the Development Handbook process, Senior Planner Lauren Well. Weaver has continued working with staff from other sections to continue refining the aforementioned workflows for zone change requests, subdivision and development plans, and Board of Adjustment applications.

Imagine Nicholasville Road

The Imagine Nicholasville project team, including representatives from Long-Range Planning and the Metropolitan Planning Organization (MPO) continued work on this project relative to land use and transportation recommendations for the corridor. Throughout December and January, the project team worked to compile and analyze public feedback that was collected during the second public input meeting, which was held virtually throughout the month of November.

The plan is set for completion in early 2021.

Coordination with Outside Agencies

Chris Woodall attended the meeting for the Sustainable Growth Task Force on Dec. 16, 2020 and Jan. 20, 2021. Administrative Specialist for Long-Range Planning, Elizabeth Jefferson, authored a summary of the project and the progress made so far.

Chris Woodall continued his participation on the FCPS Long Range Planning Committee process.

Valerie Friedmann was invited as a guest reviewer at the University of Arkansas Landscape Architecture Program for their final design studio reviews on Dec. 9, 2020.

Senior Planner Lauren Well. Weaver and Planning Technician Grace Coy continued work with the Communications Committee of the APA Kentucky Chapter. In December, they begin work on the chapter's 2020 KY-APA Annual Report.

Study Group

Several Long Range Planning and Planning Services staff members continued their participation in a self-guided "study group" that meets every other week to discuss planning topics. The group was formed in order to develop and enhance the participants' understanding of different planning process, the Zoning Ordinance and Subdivision Regulations, and existing and upcoming studies and plans.

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. In addition, Chris Woodall and Lauren Well. Weaver have continued work on projects related to Lexington demographics and land use classification.

Staff also continued participation in review of zoning applications and development plans.

On Jan. 4, 2021, the Long-Range Planning team gained a new Administrative Specialist, Elizabeth Jefferson.

B. Transportation Planning / MPO Activity Report August 2020

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

- Attended Commission for People with Disabilities meeting
- Attended Lexington Corridors Commission meeting.
- Attended Bluegrass Area Development District Regional Transportation Committee.
- Attended Statewide Planning Meeting.
- Attended Statewide MPO Coordination Meeting

1.2 Staff Development

- Attended Mornings with Planning webinar (December)
- Attended FHWA/KYTC Intelligent Transportation Systems (ITS) Training and Workshop (December).

2.1 Congestion Management Process (CMP) and Air Quality (AQ)

- Attended Congestion Management (CM) Bottleneck Study's Steering Committee meetings to discuss congestion and travel time reliability performance measures (PM) that include PM1/Safety and PM3/System Performance.
- Worked with AECOM and LFUCG Grants and Special Programs on project invoice processing procedures.
- Reviewed Vehicle Miles Traveled (VMT) per capita performance measure that is a better performance measure than Level of Service (LOS) for smarter urban development.
- Attended the FHWA KY's Regional Air Quality web-meeting.

2.2 Transportation Plan Update & Implementation

- Attended one steering committee meeting for the Statewide Corridor Plan project (December).
- Provided feedback on the results of the preliminary statewide corridor screening (December).

- Attended kick-off and data coordination meeting for KYTC-LFUCG Road Safety Plan for all public roads in Fayette County.

3.1 Transportation - Land Use Impact Analysis

- Conducted several project team meeting for the Imagine Nicholasville Road Study.
- Provided assistance and answered inquiries on various traffic related issues.
- Attended three pre-application meetings in January and one in December to provide transportation planning input on future land-use applications.
- Assisted LFUCG planning staff on transportation related issues.
- Attended regular LFUCG Subdivision and Zoning Committee meetings.
- Continued work on the Street Continuity SRA, Parking ZOTA, Greenspace ZOTA, Complete Streets SRA and Curbside Management ZOTA.
- Continued work to update various elements of Traffic Impact Study requirements.
- Continued work on an LFUCG Road Classification evaluation project.

3.2 Multimodal/Transportation Enhancement Planning

- Responded to approx. 21 various citizen/agency requests for information on bike and pedestrian issues in January and 15 in December.
- Reviewed and submitted comments in Accela for bike/pedestrian circulation requirements.
- Corresponded on plans approved by the Planning Commission for compliance with conditional signoff requirements.
- Responded to 7 inquiries with development groups in January and 12 in December to work through requirements for multi-modal compliance with the subdivision regulations.
- Continued work on the print version of the Lexington Bike Map.
- Conducted multiple meetings with Shared Mobility providers.
- Continued work with Populus and Remix, a third party data-management company platform, to process and evaluate multiple shared mobility companies' data.
- Continued data management tasks for various bike counters on local trails.
- Presented at the Engineering, Development and Construction Annual Workshop on the article 6 SRA sidewalk changes and sidewalk closures and blockage for construction projects. (December)
- Continued work on developing curbside management policy and smart city curbside initiatives for council members.
- Continued work on the development of traffic calming roadway interventions for intersections and thru-ways.
- Continued work on parking lot designs interventions for traffic calming and connectivity.
- Continued work to implement Shared Mobility Vehicle permits, managed current licensees, and associated data and enforcement.
- Continued work on developing conceptual level plans for connections to the Town Branch Commons.
- Reviewed paving lists for inclusion and/or refreshing of on-road bicycle facilities during upcoming resurfacing projects (December).

3.3 Transit Planning

- Attended Lextran virtual board meeting.
- Coordinated with FTSB Director to oversee financial matters.
- Held virtual meeting with Lextran staff concerning transit aspects on submitted plans.
- Attended virtual meeting with Lextran to explore and discuss data dashboard provided by COA consultant.
- Consulted with 2 citizens concerning proposed development on Versailles Rd and Red Mile.

3.4 Public Participation & Outreach

- Continued work on a major update of the MPO website including a revamp of the MPO "Projects" page and related digital Story/Projects Map.
- Developed a 2020 annual accomplishments report for outreach efforts
- The MPO website had 341 visits from 268 users (84% new users) and 715 page views in December.
- The MPO's Twitter site had 2,016 followers in December.
- The MPO's Facebook page had 3,549 followers in December; reached 498 users; and had 30 engaged users.
- The MPO website had 428 visits from 354 users (87% new users) and 796 page views in January.
- The MPO's Twitter site had 2,021 followers in January.
- The MPO's Facebook page had 3,546 followers in January; reached 576 users; and had 43 engaged users.

3.5 Travel Demand Modeling and Project Forecasting

- Performed LAMPO model maintenance.
- Coordinated with KYTC consultants regarding modeling for the Richmond Road HSIP planning project.

4.1 Program Administration

- Packets and meeting minutes were prepared for the Bicycle & Pedestrian Advisory Committee and Transportation Policy Committee (TPC).

4.2 Transportation Improvement Programming (TIP)

- Held TIP Project Coordination Team meeting with KYTC and LFUCG
- Met with representatives from KYTC District 7 and BGADD to discuss upcoming SHIFT 2022 process.
- Attended SHIFT 2022 meetings via MS Teams with the following legislators:
 - oRep. Ruth Ann Palumbo
 - oRep. Kelly Flood
 - oSen. Ralph Alvarado
 - oRep. Matthew Koch
 - oRep. Cherlynn Stevenson
 - oSen. Reginald Thomas
- Completed TIP Mod 1 – East High Shared Use Trail – Jessamine County
- Completed the FY 2020 Annual Obligations Report
- Attended meeting and provided feedback on project scope and funding resources for the Richmond Road safety project.
- Develop scope and estimate for the proposed East Fayette Trail Connectivity & Safety Study.

4.3 Unified Planning Work Program (UPWP)

- Submitted MPO annual budget request and held related meeting with Grants and Budgeting.
- Prepared and submitted Q2 Report for the FY 2021 UPWP.

C. Zoning Compliance Planning Activity ReportZoning Enforcement/Compliance

During the months of December 2020 and January 2021, twenty-seven (27) new cases were initiated, with the majority being complaints of illegal businesses operating in residential zones and reports of possible illegal occupancy. Twenty-nine (29) complaints were resolved, meaning that necessary actions were taken by the property owner or occupant to correct a zoning compliance problem.

Annual inspections were completed on thirty-five (35) properties with conditional uses during December and January. All were determined to be in substantial compliance with conditions imposed by the Board of Adjustment, or conditions have been permanently satisfied, requiring no further inspections.

Board of Adjustment

Seven appeals were considered by the BOA in December 2020. Postponement was requested for an eighth appeal, which was for a conditional use. Five of the appeals heard were requests for variances. The Board approved four of those, but did not approve the fifth one. The remaining two appeals were both requests for third party appeals. One was to contest the issuance of a paving permit used by the Division of Building Inspection. The second was to contest the issuance of a Temporary Certificate of Occupancy by the Division of Building Inspection. The Board did not approve either of the requests for third party appeals.

In January, three (3) appeals were considered by the BOA; all of which were approved. Two (2) of the appeals were requests for variances and the third was for a conditional use. Three (3) additional appeals were withdrawn by the applicants and were not considered by the Board.

Permitting & Zoning Compliance Section

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. Zoning Compliance signoff in the ACCELA permitting system is the equivalent of a Zoning Compliance Permit. All commercial building and paving permit applications originating in Building Inspection during the month are forwarded to Zoning Compliance for review and approval. During December, a total of 72 commercial, paving, residential permits and applications for certificates of occupancy were reviewed in ACCELA by Zoning Compliance. Due to the continuing restrictions on public access, no commercial plan review sessions are being scheduled by Building Inspection at this time; all construction plan review is performed online.

During the month of December, one Zoning Compliance Permit was issued, which was requested by the applicant for a Child Care Center in a B-1 Neighborhood Business zone. Technical assistance was also provided to customers and Building Inspection with regard to review of second kitchens within residences, interpretation of Article 15 yard requirements, accessory structures, proposed uses within a zone, and review of plans for residential projects within ND-1 areas. A total of 7 zoning certification letters were requested and provided during December to various law offices and due diligence zoning research firms. State forms required for liquor licenses, auto dealerships, and salons are also being managed at this time via e-mail, and 17 of these application forms were reviewed and approved during December. In addition, a number of phone calls from design professionals, investors, real estate agents, attorneys and the general public were taken, and several persons were assisted with navigating through the on-line Accela application process.

During the month of January, one Zoning Compliance Permit was issued, which was requested by the applicant for a Child Care/Early Learning Center in a B-1 Neighborhood Business zone. Technical assistance was also provided to customers and Building Inspection with regard to review of second kitchens within residences, interpretation of Article 15 yard requirements, accessory structures, proposed uses within a zone, and review of plans for residential projects within ND-1 areas. A total of 16 zoning certification letters were requested and provided during January to various law offices and due diligence zoning research firms. State forms required for liquor licenses, auto dealerships, and salons are also being managed at this time via e-mail, and 11 of these application forms were reviewed and approved during January. In addition, a number of phone calls from design professionals, investors, real estate agents, attorneys and the general public were taken, and several persons were assisted with navigating through the on-line Accela application process.

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. **NEXT MEETING DATES**

Subdivision Committee, Thursday, 8:30 a.m., via Video Teleconference.....	March 4, 2021
Zoning Committee, Thursday, 1:30 p.m., via Video Teleconference.....	March 4, 2021
Subdivision Items Public Meeting , Thursday, 1:30 p.m., via Video Teleconference.....	March 11, 2021
Work Session, Thursday, 1:30 p.m., via Video Teleconference	March 18, 2021
Zoning Items Public Hearing , Thursday, 1:30 p.m., via Video Teleconference.....	March 25, 2021

X. **ADJOURNMENT**