

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

January 27, 2022

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

Due to the COVID-19 State of Emergency, this meeting is being held via live video teleconference pursuant to 2021 Senate Bill 25, and in accordance with KRS 61.826.

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

<https://zoom.us/join>

Webinar ID: 884 2865 2994

Password: 015438

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. 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 16, 2021, meeting will 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 6, 2022, at 8:30 a.m. The meeting was attended by Commission members Headley Bell, Janice Meyer, and Judy Worth. Committee member in attendance was: Vaughan Adkins, Division of Engineering. Staff members in attendance were: Traci Wade, Tom Martin, Hal Baillie, Cheryl Gallt, Daniel Crum, and Stephanie Cunningham; Captain Greg Lengal, Division of Fire and Emergency Services; and Keith Horn, Department of Law. The Committee did not have a quorum present, so no recommendations were made. Subdivision Committee recommendations from previous meetings may be 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

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- (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.

V. **ZONING ITEMS** - The Zoning Committee scheduled on Thursday, January 6, 2022, was canceled.

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. **HARRODSBURG ROAD LLC ZONING MAP AMENDMENT & SHRINERS HOSPITAL / MASONIC TEMPLE ASSOCIATION OF LEXINGTON KENTUCKY ZONING DEVELOPMENT PLAN**

- a. PLN-MAR-21-00016: HARRODSBURG ROAD LLC (12/06/21)*- a petition for a zone map amendment from an Agricultural Urban (A-U) zone to a Highway Service Business (B-3), for 7.88 net (9.245 gross) acres, and from an Agricultural Urban (A-U) zone to a Planned Neighborhood Residential (R-3) zone, for 3.88 net and gross acres, for property at 4085 Harrodsburg 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 applicant is seeking to rezone a portion of the subject property from an Agricultural Urban (A-U) zone to the Highway Service Business (B-3) zone in an effort to construct a continuation of the commercial shopping center located at the corner of Man O War Boulevard and Harrodsburg Road. Additionally, the applicant is seeking to rezone the remaining portion of the subject property from an Agricultural Urban (A-U) zone to the Planned Neighborhood Residential (R-3) zone to develop a separate low density residential development with 14 single family residential lots.

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

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

1. The requested rezoning to Highway Service Business (B-3) zone and the Planned Neighborhood Residential (R-3) are not in agreement with the 2018 Comprehensive Plan for the following reasons:
 - a. The requested zones are not recommended zones within the Comprehensive Plan and the applicant has not provided sufficient information as to how the zones fit the proposed Place-Type or Development Type.
 - b. The requested rezoning is not in agreement with the Goals, Objectives, and Policies of the 2018 Comprehensive Plan.
 - c. The proposed development does not meet the intent of the Medium Density Non-Residential / Mixed Use Development Type.
 - d. The requested rezoning is not in agreement with the Development Criteria of the 2018 Comprehensive Plan.
2. There have been no major unanticipated changes of an economic, social or physical nature in the area of the subject property since the adoption of the 2018 Comprehensive Plan.
3. The applicant has not provided evidence as to why the current zoning is inappropriate and the proposed zoning is the most appropriate zone for this location.

- b. PLN-MJDP-21-00055: SHRINERS HOSPITAL / MASONIC TEMPLE ASSOCIATION OF LEXINGTON KENTUCKY (12/06/21)* - located at 4085 HARRODSBURG ROAD, LEXINGTON, KY.
Project Contact: Vision Engineering

The Subdivision Committee Recommended: **Postponement**. There were questions regarding access to Harrodsburg Road, the lack of a tree inventory map, the number of proposed drive-through facilities, and internal vehicular and pedestrian connections.

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

1. Provided the Urban County Council rezones the property R-3/B-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. Department of Environmental Quality's approval of environmentally sensitive areas.
6. United States Postal Service Office's approval of kiosk locations or easement.
7. Dimension all proposed buildings.
8. Discuss proposed access to Harrodsburg Road and need for waiver.
9. Clarify proposed number of drive-through facilities and potential traffic conflicts.
10. Discuss internal vehicular and pedestrian access and connectivity.
11. Clarify if any identified trees meet the Article 26 definition of significant.
12. Discuss Placebuilder criteria.
 - A-DS4-2: New construction should be at an appropriate scale to respect the context of neighboring structures; however, along major corridors, it should set the future context in accordance with other Imagine Lexington corridor policies and Placebuilder priorities.
 - A-DS5-3: Building orientation should maximize connections with the surrounding area and create a pedestrian-friendly atmosphere.
 - A-DS5-4: Development should provide a pedestrian-oriented and activated ground level.
 - A-DS7-1: Parking should be oriented to the interior or rear of the property for nonresidential or multi-family developments.
 - A-DS7-2: Any non-residential or multi-family parking not buffered by a building should be screened from the streetscape view and adjacent properties.
 - A-DS7-3: Parking structures should activate the ground level.
 - A-DS8-1: At the individual street level, medium density housing types should be interspersed with single-family detached units and should be context sensitive.
 - A-DS10-1: Residential units should be within reasonable walking distance to a focal point.
 - A-DS11-1: Common public uses that serve as neighborhood focal points, such as parks and schools, should be on single loaded streets.
 - A-DN2-1: Infill residential should aim to increase density.
 - A-DN2-2: Development should minimize significant contrasts in scale, massing and design, particularly along the edges of historic areas and neighborhoods. (D-PL9, E-GR6)
 - A-DN3-1: Pedestrian-oriented commercial opportunities should be incorporated within residential neighborhoods.
 - A-DN3-2: Development should incorporate residential units in commercial centers with context sensitive design.
 - A-EQ3-1: Development should create context sensitive transitions between intense corridor development and existing neighborhoods.
 - B-PR9-1: Minimize disturbances to environmentally sensitive areas by utilizing the existing topography to the greatest extent possible.

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- B-SU11-1: Green infrastructure should be implemented in new development. (E-GR3)
- C-DI1-1: Consider flexible zoning options that will allow for a wide range of jobs.
- C-DI5-1: In Opportunity Zones with a clearly defined local context, consider adaptive reuse to enhance the existing context.
- C-LI2-2: Non-agricultural uses at or near potential and existing gateways, as mapped in the Rural Land Management Plan, should be buffered.
- C-LI2-3: Design should create a positive gateway character at existing and proposed gateways as identified in the Rural Land Management Plan.
- C-LI2-4: Setbacks, signage, and screening should complement the iconic Bluegrass landscape along Historic Turnpikes, Scenic Byways, Turnpikes, and other scenic roads listed in the RLMP.
- C-LI6-1: Developments should incorporate multi-family housing and walkable commercial uses into development along arterials/corridors.
- C-LI7-1: Developments should create mixed-use neighborhoods with safe access to community facilities, green-space, employment, businesses, shopping, and entertainment.
- C-PS9-2: Modify current office space to include complementary uses.
- C-PS10-2: Developments should explore options for shared and flexible parking arrangements for currently underutilized parking lots.
- C-PS10-3: Over-parking of new developments should be avoided. (B-SU5)
- D-PL7-1: Stakeholders should be consulted to discuss site opportunities and constraints prior to submitting an application.
- D-PL9-1: Historically significant structures should be preserved.
- D-PL10-1: Activate the streetscape by designating public art easements in prominent locations.
- D-SP3-1: Adequate right-of-way, lease areas and easements for infrastructure, with emphasis on wireless communication networks should be provided to create reliable service throughout Lexington.
- D-SP3-2: Cellular tower antennae should be located to minimize intrusion and negative aesthetic impacts, and stealth towers and landscaping should be used to improve the visual impact from the roadway and residential areas.
- D-SP9-1: Encourage co-housing, shared housing environments, planned communities and accessory dwelling units for flexibility and affordability for senior adults and people with disabilities.
- E-GR4-1: Developments should incorporate reuse of viable existing structures.
- E-GR5-1: Structures with demonstrated historic significance should be preserved or adapted.
- E-GR9-1: Live/work units should be incorporated into residential developments.
- E-GR9-4: Development should intensify underutilized properties and develop vacant and underutilized gaps within neighborhoods. (E-GR6)
- E-GR10-2: Developments should provide walkable service and amenity-oriented commercial spaces.
- E-GR10-3: Shared common space in commercial developments should be provided to encourage experiential retail programming.
- A-DS1-1: Mass transit infrastructure such as seating and shelters should be provided/enhanced along transit routes. (A-EQ7).
- A-DS1-2: Direct pedestrian linkages to transit should be provided.
- A-DS4-1: A plan for a connected multi-modal network to adjacent neighborhoods, greenspaces, developments and complementary uses should be provided. (A-DS2, A-DN1, B-SU1, B-SU2, C-LI7, E-AC5)
- A-DS5-1: Adequate multi-modal infrastructure should be provided to ensure vehicular separation from other modes of transport.
- A-DS5-2: Roadways should provide a vertical edge, such as trees and buildings.
- A-DS10-2: New focal points should be designed with multi-modal connections to the neighborhood.
- A-DS13-1: Stub streets should be connected. (D-CO4)
- A-EQ3-2: Development on corridors should be transit-oriented (dense & intense, internally walkable, connected to adjacent neighborhoods, providing transit infrastructure & facilities). (B-SU3)
- A-EQ7-2: Multi-modal transportation options for healthcare and social services facilities should be provided. (E-ST3)
- B-SU4-1: Where greenspace/community centers are not located within walking distance of a new development, applicants should attempt to incorporate those amenities. (A-DS9)
- C-PS10-1: Flexible parking and shared parking arrangements should be utilized.
- D-CO1-1: Rights-of-way and multi-modal facilities should be designed to reflect and promote the desired place-type.
- D-CO2-1: Safe facilities for all users and modes of transportation should be provided.
- D-CO2-2: Development should create and/or expand a safe, connected multi-modal transportation network that satisfies all users' needs, including those with disabilities.
- D-CO4-2: Roadway capacity should be increased by providing multiple parallel streets, which alleviate traffic and provide multiple route options, in lieu of additional lanes.

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- D-CO5-1: Streets should be designed with shorter block lengths, narrower widths, and traffic calming features.
- D-SP1-3: Developments should provide multi-modal transportation infrastructure to school sites, including side-walks, shared-use paths, and roadways that can accommodate the bus and vehicle traffic associated with the site.
- 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. (E-GR10, E-GR7)
- A-DS4-3: Development should work with the existing landscape to the greatest extent possible, preserving key natural features.
- A-EQ7-3: Community open spaces should be easily accessible and clearly delineated from private open spaces.
- B-PR2-1: Impact on environmentally sensitive areas should be minimized within and adjacent to the proposed development site.
- B-PR2-2: Dividing floodplains into privately owned parcels with flood insurance should be avoided.
- B-PR2-3: Floodplains should be incorporated into accessible greenspace, and additional protection should be provided to areas around them.
- B-PR7-1: Connections to greenways, tree stands, and stream corridors should be provided.
- B-PR7-2: Trees should be incorporated into development plans, prioritize grouping of trees to increase survivability.
- B-PR7-3: Developments should improve the tree canopy.
- B-RE1-1: Developments should incorporate street trees to create a walkable streetscape.
- B-RE2-1: Green infrastructure should be used to connect the greenspace network.
- D-SP2-1: Visible, usable greenspace and other natural components should be incorporated into school sites.
- E-GR3-1: Physical and visual connections should be provided to existing greenway networks.
- E-GR3-2: New focal points should emphasize geographic features unique to the site.

2. COWGILL, INC. ZONING MAP AMENDMENT & CANDIA CORPORATION ZONING DEVELOPMENT PLAN

- a. PLN-MAR-21-00020: COWGILL, INC. (AMD) (01/30/22)*- an amended petition for a zone map amendment from a Neighborhood Business (B-1) zone to a High Rise Apartment (R-5) zone, for 1.5956 net (1.7176 gross) acres, for property at 340 Legion Drive (a portion of). A conditional use permit has also been requested to allow a stand alone parking lot in a B-1 zone.

COMPREHENSIVE PLAN AND PROPOSED USE

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The applicant is seeking to rezone a portion of the subject property from a Neighborhood Business (B-1) zone to the High Rise Apartment (R-5) zone in an effort to construct a five-story multi-family residential structure.

The Zoning Committee Recommended: **Postponement**.

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

1. The zone change application for the subject property, as proposed, does not completely address the development criteria for a zone change within the Corridor Place Type, and the Medium-High Density Residential Development Type. The following criteria require further discussion by the applicant to address compliance with the Comprehensive Plan:
 - a. A-DS3-1 Multi-family residential developments should comply with the Multi-family Design Standards in Appendix 1.
 - b. A-DS5-3 Building orientation should maximize connections with the surrounding area and create a pedestrian-friendly atmosphere.
 - c. A-DS5-4 Development should provide a pedestrian-oriented and activated ground level.
 - d. A-DS7-1 Parking should be oriented to the interior or rear of the property for non-residential or multi-family developments.
 - e. A-DS7-2 Any non-residential or multi-family parking not buffered by a building should be screened from the streetscape view and adjacent properties.
 - f. B-SU11-1 Green infrastructure should be implemented in new development. (E-GR3)
 - g. D-CO2-1 Safe facilities for all users and modes of transportation should be provided.
 - h. D-CO2-2 Development should create and/or expand a safe, connected multi-modal transportation network that satisfies all users' needs, including those with disabilities.

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- b. CONDITIONAL USE PERMIT REQUEST – To allow a stand alone parking lot within the Neighborhood Business (B-1) zone.
- c. PLN-MJDP-21-00065: CANDIA CORPORATION (01/30/22)* - located at 340 LEGION DRIVE, LEXINGTON, KY
Project Contact: Carman

The Subdivision Committee Recommended: **Postponement**. There are questions regarding compliance with stormwater requirements, tree inventory, proposed B-1 use, and building orientation.

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

1. Provided the Urban County Council rezones the property R-5; otherwise, any Commission action of approval is null and void.
2. Urban County Engineer's acceptance of drainage, storm and sanitary sewers, and floodplain information.
3. Urban County Traffic Engineer's approval of parking, circulation, access, and street cross-sections.
4. Urban Forester's approval of tree inventory map.
5. Greenspace Planner's approval of the treatment of greenways and greenspace.
6. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Denote: No building permits shall be issued unless and until a final development plan is approved by the Planning Commission.
8. United States Postal Service Office's approval of kiosk locations or easement.
9. Dimension access point at northeast corner of site.
10. Dimension the proposed building.
11. Depict construction access point.
12. Depict street cross-section on plan face.
13. Addition of tree inventory map (TIP) per Article 26.
14. Discuss stormwater detention.
15. Discuss compliance with Multi-Family Design Standards.
16. Discuss building orientation to right-of-way.
17. Discuss need for a conditional use permit for parking lot in a Neighborhood Business (B-1) zone.
18. Discuss Placebuilder criteria.
 - a. A-DS3-1 Multi-family residential developments should comply with the Multi-family Design Standards in Appendix 1.
 - b. A-DS5-3 Building orientation should maximize connections with the surrounding area and create a pedestrian-friendly atmosphere.
 - c. A-DS5-4 Development should provide a pedestrian-oriented and activated ground level.
 - d. A-DS7-1 Parking should be oriented to the interior or rear of the property for non-residential or multi-family developments.
 - e. A-DS7-2 Any non-residential or multi-family parking not buffered by a building should be screened from the streetscape view and adjacent properties.
 - f. B-SU11-1 Green infrastructure should be implemented in new development. (E-GR3)
 - g. D-CO2-1 Safe facilities for all users and modes of transportation should be provided.
 - h. D-CO2-2 Development should create and/or expand a safe, connected multi-modal transportation network that satisfies all users' needs, including those with disabilities.

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. INITIATION OF A ZONING ORDINANCE TEXT AMENDMENT – The staff will request Planning Commission initiation of a text amendment to the Zoning Ordinance with regard to family childcare facilities in residential zones in response to a state regulation change to KRS 199.8982. If initiated, the staff will proceed with developing minor text changes in order to hold a public hearing as early as March 2022.

B. 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 related to the 2018 Comprehensive Plan.

Staff began discussion on the upcoming update to *Imagine Lexington* which will be finalized in 2023. Initial discussions focused on the public outreach efforts that will be done in support of providing input to the planning process, specifically "On the Table," which will be done in collaboration with local non-profit Civic Lex. Staff is also working with Commerce Lexington on an input opportunity for the business community.

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Staff is also developing a video for a public audience that explains the purpose of *Imagine Lexington* and the importance of public input during the long-range planning process. The video will feature interviews with a variety of community members in Lexington who provide their perspective on topics and experiences related to the five themes within *Imagine Lexington* – Neighborhoods, Environment, Jobs & Prosperity, Community, and Balance.

Mornings with Planning

LRP staff has continued work on webinar series “Mornings with Planning.” November’s discussion topic, “Automated Vehicles: Mobility Potential and Uncertainties Associated with Emerging Technologies,” which featured a panel of national experts on how cities can best prepared for new transportation technologies. During December’s discussion topic, “Urban Design in Context,” local design professionals discussed current topics and trends in urban design.

Staff has planned a break from Mornings with Planning in January 2022 in order to prepare for a larger offering in February – the Louisville and Lexington ADU Conference – which will start off with a Mornings with Planning panel made up of planning staff and councilmembers from both Louisville and Lexington. See more about the conference below.

Imagine Lexington Website & Social Media

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

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 added an event page for the Louisville and Lexington ADU Conference.

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 Mail Chimp, 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)

As part of the implementation of the 2018 Comprehensive Plan, the Planning staff has undertaken a division-wide effort to draft and initiate a series of text amendments.

Text amendments that are currently in various stages of the process include: notification expansion; open space (Article 20); Multi-Family Design Standards (multiple locations); parking (Article 16 and other locations); complete streets (multiple locations); agritourism (multiple locations); home occupations; curbside management; traffic impact study; floodplain; and intent statement revisions for multiple articles.

The Notification Expansion ZOTA and the Street Patterns and Continuity SRA are currently under review by the Planning and Public Safety Committee of the Urban County Council. On November 2, Senior Planner Samantha Castro presented the Expanded Notification ZOTA to the Planning and Public Safety Committee. They requested more information be presented on some of the details of the ZOTA for their next meeting in January.

Senior Planner Valerie Friedmann presented the draft text of the Open Space ZOTA to the Parks Advisory Board on November 17, 2021.

Accessory Dwelling Units

After the ordinance was passed in late October, Staff began meeting with applicants for the required pre-application and feasibility meetings for planned Accessory Dwelling Units.

Louisville and Lexington ADU Conference

In response to the recently pass ordinance, Long-Range Planning Staff, in collaboration with Louisville Metro Planning and Design Services, are organizing speakers for a special conference that will take place on February 1 and 2 from 8:30a-12:00p. This conference is directed primarily to an audience of builders, lenders, appraisers, and real estate agents who might be interested in learning about this new housing option. The conference is free and everyone. The keynote will be given by architect, planner, and author Daniel Parolek.

Northeast New Circle Road Corridor Study

This corridor study will be the second to emerge from *Imagine Lexington*, with the first being the *Imagine Nicholasville Road* corridor study finalized in 2021. This study will focus on the signalized portion of New Circle road that spans from Richmond Road to Winchester Road. Challenges along this corridor include: safety, heavy congesting, and connected land uses.

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This study will span over one year and will be led by Senior Planner Sam Castro. An RFP was released and a team was selected; discussions on project goals and contract negotiations are currently underway.

On the Table

Throughout the months of November and December, multiple Long-Range Planning Staff members participated in various On the Table subcommittees and advisory groups. On November 11, 2021, Senior Planners Sam Castro and Valerie Friedmann participated in the first On the Table Advisory Groups, which will guide the planning for the event that will take place in the spring of 2022. Staff is also meeting with the key event organizers, Civic Lex, to craft marketing and messaging strategies to promote and implement the event this spring.

Development Handbook

On Oct. 21, 2021, the Long-Range Planning and Planning Services sections published the Development Handbook. The Handbook contains a robust, step-by-step look at the Division of Planning's procedures for zone changes, development plans, and more.

Staff is currently working on further roll-out of the Development Handbook as well as discussing the potential for hosting workshops that would provide guidance on how to use it as an effective tool.

Sustainable Growth Study

Planning staff has continued to work with the Mayor's Sustainable Growth Task Force. The Sustainable Growth Study is aimed at developing "an objective, transparent, and reliable framework to inform long-term land use decisions involving the Urban Service Boundary (USB) and its role in protecting the urban and rural balance that makes Lexington unique." At the November 18, 2021 Planning Commission Work Session, the Task Force presented an update on the study. On December 9, 2021, the Planning Commission recommended approval to the Urban County Council.

Coordination with Other Agencies

In December, Senior Planner Sam Castro concluded her semester teaching a landscape architecture design studio at the University of Kentucky.

Senior Planners Sam Castro and Valerie Friedmann both participated in the UK Landscape Architecture portfolio review for fourth year Landscape Architecture students on November 11, 2021.

On November 4, 2021, Planning Technician Grace Coy presented to a group of students, faculty, and alumni of the UK Natural Resources and Environmental Sciences program about the challenges and opportunities within urban planning and other NRES-related careers.

Planning Technician Grace Coy attended the Urban Forest Initiative Working Group meeting on December 10, 2021.

General Work Activities

Using GIS and census data, staff created maps and data sets for the Urban County Council, other LFUCG departments, and agencies and officials outside the government.

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

APA Audio Conferences

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

- *Leading with Equity – A more effective way to frame Age-Friendly Approaches*; November 3, 2021
- *The Impact of COVID-19 on School Districts*; November 5, 2021
- *Growing Water Smart: Techniques to Integrate Water Resiliency into Land Use Planning*; November 10, 2021
- *Moving from aspiration to action: Reorienting planners' values towards equity, diversity and inclusion*; November 12, 2021
- *Plagiarism & Ethics – Where to Draw the Line*; November 17, 2021
- *Planning for Innovation in Transportation*; November 19, 2021
- *The many faces of traditional and non-traditional planning*; December 3, 2021
- *Retrofitting Bedroom Communities for an Equitable and Sustainable Future*; December 17, 2021

C. ZONING COMPLIANCE PLANNING ACTIVITY REPORT

Zoning Enforcement/Compliance

During the month of December 2021, twenty-one (21) new cases were initiated, with the majority of those being reports of businesses operating in residential areas. Seventeen (17) complaints were resolved, meaning that necessary actions were taken by the property owner or occupant to correct a zoning compliance problem.

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

Annual inspections were completed on ten (10) properties with conditional uses during December. All were determined to be either under construction, 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 (7) applications were on the agenda for consideration by the Board of Adjustment in December 2021. Five (5) of the applications were for variances and two (2) were for conditional uses. One (1) of the requests for a variance was continued to the January 2022 meeting. The remaining four (4) requests for variances were approved by the Board. One (1) of the conditional use applications was withdrawn by the applicant prior to the meeting, but after the agenda was posted. The remaining conditional use application was approved by the Board.

Permitting & Zoning Compliance Section

Under Article 5 of the Zoning Ordinance, 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 approval of a permit application in the ACCELA permitting system is the equivalent of issuance of a Zoning Compliance Permit. All commercial building and paving permit applications, and certain residential applications, originating in Building Inspection during the month are forwarded to Zoning Compliance for review and approval. During December, a total of **48** commercial, paving, residential permits and applications for certificates of occupancy were reviewed in ACCELA by Zoning Compliance. Commercial plan review (live) was conducted by Building Inspection on three Tuesdays during December.

During the month of December, **one** Zoning Compliance Permit was requested and issued, for a Home Occupation in a single-family residence (as an accessory use). Technical assistance was provided to citizen customers and to Building Inspection with regard to review of second kitchens within residences, interpretation of Article 15 yard requirements, accessory structures, set-back questions, proposed uses within a zone, and review of plans for residential projects within ND-1 areas. A total of **9** zoning certification letters were requested and provided during December to various law firms, real estate offices, and due diligence zoning research firms. State forms required for liquor licenses, auto dealerships, and salons are also reviewed and approved by Zoning Compliance, and **7** of these application forms were reviewed and approved during the month. 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. The One-Stop Shop office was also staffed on Monday and Tuesday afternoons during the month.

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 2022

Subdivision Committee, Thursday, 8:30 a.m., via teleconference.....	February 3, 2022
Zoning Committee, Thursday, 1:30 p.m., via teleconference	February 3, 2022
Subdivision Items Public Hearing , Thursday, 1:30 p.m., via teleconference.....	February 10, 2022
Work Session, Thursday, 1:30 p.m., via teleconference	February 17, 2022
Technical Committee, Wednesday, 8:30 a.m., via teleconference.....	February 23, 2022
Zoning Items Public Hearing , Thursday, 1:30 p.m., via teleconference	February 24, 2022

X. ADJOURNMENT