

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

December 18, 2008

- 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** – Prior Planning Commission meeting minutes of November 20, 2008, will be considered at this time.
- III. **POSTPONEMENTS AND WITHDRAWALS** – Requests for postponement and withdrawal will be considered at this time.
- IV. **LAND SUBDIVISION ITEMS** - The Subdivision Committee met on Thursday, December 4, 2008, at 8:30 a.m. The meeting was attended by Commission members: Marie Copeland, Mike Cravens, Mike Owens and Carolyn Richardson. Committee members in attendance were: Hillard Newman, Division of Engineering; and Jeff Neal, Division of Traffic Engineering. Staff members in attendance were: Bill Sallee, Denise Bullock, Chris Taylor, Cheryl Gallt, Tom Martin, Traci Wade, Jimmy Emmons and Rob Johnson, as well as Rochelle Boland, Department of Law; Captains Charles Bowen and Allen Case, Division of Fire & Emergency Services; and Bob Carpenter, Division of Building Inspection. 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.*

- V. **ZONING ITEMS** - The Zoning Committee met on Thursday, December 4, 2008, at 1:30 p.m. in the Division of Planning Office. The meeting was attended by Commission members Patrick Brewer, Ed Holmes, Randall Vaughn, and Joan Whitman. The Committee reviewed applications, and made recommendations on zoning items as noted.

A. ABBREVIATED PUBLIC HEARINGS ON ZONE MAP AMENDMENTS AND RELATED PLANS

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 AND RELATED PLANS – 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. TRUSTEES OF THE FIRST UNITED METHODIST CHURCH OF LEXINGTON, KENTUCKY, ZONING MAP AMENDMENT & FIRST UNITED METHODIST CHURCH ZONING DEVELOPMENT PLAN

- a. MAR 2008-31: TRUSTEES OF THE FIRST UNITED METHODIST CHURCH OF LEXINGTON, KENTUCKY (2/12/09)* - petition for a zone map amendment from a Two-Family Residential (R-2) zone to a Downtown Center Business (B-2B) zone, for 0.4789 net (0.5859 gross) acre; and from a High Density Apartment (R-4) zone to a Downtown Center Business (B-2B) zone, for 0.9066 net (0.9846 gross) acre, for property located at 200 West High Street (a portion of); 318 South Mill Street; and 323 & 327 South Upper Street.

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

LAND USE PLAN AND PROPOSED USE

The 2007 Comprehensive Plan (Sector 5) recommends Downtown Master Plan future land use for the subject property. The petitioner proposes expanding the existing historic church on West High Street and maintaining the other structures on the property, including the accessory office building on South Mill Street, and the two residences on South Upper Street.

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

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

1. A restricted Downtown Center Business (B-2B) zone is appropriate and the existing Two Family Residential (R-2) zone and High Density Apartment (R-4) zone are inappropriate, for the following reasons:
 - a. The proposed B-2B zone will allow the church to bring their entire property into one zoning category, which is reasonable, and will simplify their planning and building processes. This will eliminate the need for the church to seek approval of a conditional use permit from the Board of Adjustment in the future.
 - b. If restricted via conditional zoning, the proposed B-2B zone will be no more intensive a land use than the existing zoning would allow, as recommended by the *Downtown Lexington Masterplan* and 2007 Comprehensive Plan.
 - c. A restricted B-2B zone allows the church property to provide for a compatible step-down of land uses between the Historic South Hill Neighborhood and the downtown business core, and less uncertainty regarding future allowable uses than if the property remained in three zoning categories.
 - d. Macks Alley as a physical boundary, and Rokeby Hall as a land use transition, bolstered by conditional zoning restrictions, create an appropriate land use between the existing historic neighborhood and the higher intensity church facilities and uses.
2. This recommendation is made subject to approval and certification of ZDP 2008-147: First United Methodist Church, prior to forwarding a recommendation to the Urban County Council. This certification must be accomplished within two weeks of the Planning Commission's approval.
3. Under Article 6-7 of the Zoning Ordinance, the following uses are to be prohibited on the subject property via conditional zoning:
 - a. Cocktail lounges and nightclubs.
 - b. Establishments for the display, rental, or sale of automobiles, motorcycles, trucks and boats.
 - c. Indoor or outdoor amusement enterprises, such as circuses, carnivals, horse racing or automobile racing, motion picture theatres, billiard or pool halls, bowling alleys, dance halls, skating rinks and arcades.
 - d. Major or minor automobile or truck repair.
 - e. Drug stores.
 - f. Automobile service stations and gasoline pumps of any kind.
 - g. Mining of non-metallic materials.
 - h. All buildings shall be limited to a maximum height of 40 feet.
 - i. The historic Rokeby Hall, located at 318 South Mill Street, shall be further limited to church offices, professional offices or residential use.

These restrictions are appropriate and necessary to ensure that uses on the subject property create a compatible transition from the Historic South Hill Neighborhood to the southwest of this location and to the downtown business core.

- b. ZDP 2008-147: FIRST UNITED METHODIST CHURCH (2/12/09)* - located at 200 West High Street.
(Foster - Roland)

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

1. Provided the Urban County Council rezones the property B-2B; 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. Building Inspection's approval of landscape buffer.
5. Urban Forester's approval of tree inventory map.
6. Denote existing zoning on plan face, including the addition of H-1 Overlay zone to site statistics.
7. Denote parking areas.
8. Clarify zone-to-zone screening note.
9. Addition of adjacent property information (to the southwest of this site).
10. Resolve the minimum open space requirements for residential uses.

2. RML CONSTRUCTION, RLLP, ZONING MAP AMENDMENT & ADAMS PROPERTY (AMD.) ZONING DEVELOPMENT PLAN

- a. MAR 2008-32: RML CONSTRUCTION, RLLP (2/12/09)* - petition for a zone map amendment from a Single Family Residential (R-1D) zone to a Planned Neighborhood Residential (R-3) zone, for 0.08 net (0.09 gross) acre; and from a Planned Neighborhood Residential (R-3) zone with conditional zoning restrictions to a Planned Neighborhood Residential

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

(R-3) zone with modified conditional zoning restrictions, for 0.35 net (0.40 gross) acre, for property located at 852 Campbell Lane.

LAND USE PLAN AND PROPOSED USE

The 2007 Comprehensive Plan (Sector 9) recommends Medium Density Residential future land use for the subject property. The petitioner proposes R-3 zoning and removal of a conditional zoning restriction, applied to a portion of the subject property in 2005, in order to construct a 24-unit multi-family residential building, which would result in the expansion of the adjacent multi-family residential development at 3050 Helmsdale Place.

The Zoning Committee Recommended: Referral to the full Commission.

The Staff Recommended: Disapproval for modification of conditional zoning restrictions in the existing R-3 zone, for the following reason:

1. The applicant has not provided an appropriate finding of fact by a clear preponderance of the evidence that meets the established requirements of Article 6-7(c)(1) of the Zoning Ordinance. This states that a request to modify, remove or amend a conditional zoning restriction may be granted only if it is found that there has been a major change of an economic, physical or social nature on the subject property or within the area in which the subject property is located, which was not anticipated at the time the binding restriction or condition was imposed, and which has substantially altered the basic character of such area making the restriction or condition inappropriate or improper. There is no evidence that the basic character of the area has changed due to unanticipated events since this restriction was imposed three years ago.

The Staff Recommended: Approval for the proposed change from an R-1D zone to an R-3 zone, for the following reason:

1. A restricted Planned Neighborhood Residential (R-3) zoning is in agreement with the 2007 Comprehensive Plan, for the following reasons:
 - a. The Comprehensive Plan recommends Medium Density Residential future land use for the subject property, defined as 5-10 dwelling units per net acre.
 - b. Based upon this recommendation, 3 or 4 residential dwelling units would be appropriate on the overall subject property (0.43 net acre). A restricted R-3 zone would accommodate such redevelopment and would be considered in agreement with the Comprehensive Plan, as well as consistent with the Urban County Council's decision to rezone the property in 2005.
2. This recommendation is made subject to approval and certification of ZDP 2008-148: Adams Property (Amd.), prior to forwarding a recommendation to the Urban County Council. This certification must be accomplished within two weeks of the Planning Commission's approval.
3. Under the provisions of Article 6-7 of the Zoning Ordinance, the following use restrictions are recommended via conditional zoning for the subject property:
 - a. This property shall be limited to single-family detached residential uses or any accessory use allowed by the Planned Neighborhood Residential (R-3) zone.
 - b. Any lighting installed on the subject property shall be directed downward and shall be directed away from any single-family residential zone.

These restrictions are appropriate in order to protect the adjacent residential properties to the north and west of the subject property from the possible intensification of this location.

- b. ZDP 2008-148: ADAMS PROPERTY (AMD.) (2/12/09)* - located at 852 Campbell Lane.

(EA Partners)

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

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. Building Inspection's approval of landscape buffer.
5. Urban Forester's approval of tree inventory map.
6. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Denote: There shall be no development of the property until the Planning Commission approves a final development plan.
8. Addition of required 25' floodplain setback information.
9. Correct note #5.
10. Denote adjacent property zoning information.
11. Correct building numbers to match E-911 information.
12. Denote final disposition of wetland area.
13. Denote required zone-to-zone screening.

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

C. PUBLIC HEARING ON ZONING ORDINANCE TEXT AMENDMENT REQUEST

1. **ZOTA 2008-8: AMEND ARTICLE 28 TO ALLOW ADDITIONAL SIGNAGE IN THE MIXED-USE COMMUNITY (MU-3) ZONE**
(4/10/09)* – petition for a Zoning Ordinance text amendment to Article 28-5 to allow additional signage in the Mixed-Use Community (MU-3) zone.

REQUESTED BY: Buckingham Companies

PROPOSED TEXT: (Note: Text underlined indicates an addition; text ~~dashed through~~ indicates a deletion to the current Zoning Ordinance.)

ARTICLE 28: MIXED USE ZONING CATEGORIES

28-5 MIXED-USE 3: "MIXED-USE COMMUNITY ZONE" (MU-3) - Is hereby created and regulated as follows:

28-5(h) Special Provisions - shall be as follows:

- (5) Signage shall be permitted and restricted as under Article 28-4(h) for an MU-2 zone, and under Article 17, except as more specifically regulated, as follows:
- (a) ~~Banner, signs, pennants and streamers shall be permitted for a total maximum area of fifteen percent (15%) of the wall area to which it is attached, with all other restrictions from the MU-2 zone.~~
Wall-mounted banner signs, pennants streamers shall be permitted for a total maximum area of fifteen percent (15%) of the wall area to which they are attached.
- (b) Pole-mounted banner signs shall be permitted subject to the following:
1. Banner signs shall be a maximum size of two (2) feet by four (4) feet, and there shall be no more than two (2) per pole.
 2. Banner signs may not advertise a specific business or brand.
 3. Pole-mounted banners shall be permitted on light fixtures in parking lots and other locations outside the public right-of-way. Pole-mounted signs within the public right-of-way shall be permitted only with encroachment agreements from the Department of Public Works and the utility company.
 4. Banner poles shall be spaced to be no closer than fifty (50) feet from each other.
 5. Pole banners in parking lots located in another zone that are incorporated in an approved final development plan for an MU-3 project are permitted subject to the same restrictions and requirements applicable to the pole banner signs for the MU-3 project.
 6. The total number of pole banner signs shall be limited to fifteen percent (15%) of the total signage permitted for the MU-3 project.
- ~~(c)(b)~~ A-frame or sandwich board type shall be permitted as follows:
1. Maximum size of eight (8) square feet per panel, maximum height 48", maximum width 24";
 2. One sign per street frontage, maximum two signs;
 3. Placement of sign shall allow for four (4) clear feet of sidewalk width;
 4. Sign shall be in place only when business is open;
 5. Placement of sign not to restrict egress from parked cars and not over curb line;
 6. Shall be maintained in good condition;
 7. Shall not be attached to any public utility pole, street light standard or tree;
 8. Shall be non-illuminated; and
 9. There shall be an annual renewal permit fee, as established under the Code of Ordinances.
- (d) One (1) free-standing business or identification sign per street frontage shall be permitted.
- (e) One (1) project identification sign per building per street frontage shall be permitted, not to exceed fifteen percent (15%) of the wall frontage. Said sign must be mounted to the face of the building. For buildings of at least four (4) stories, such signs are permitted, provided that the parapet does not exceed twelve (12) feet above the roof.
- (f) In addition to other permitted signs, each business may have both a wall-mounted sign and a projecting sign, not to exceed a total size of twelve (12) square feet in area, eight (8) feet in clearance, or projecting more than four (4) feet, per separate and direct street entrance.

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

The Staff Recommended: **Postponement**, for the following reason:

1. As a whole, the staff is concerned with the applicant's proposal to significantly relax the current signage restrictions in the MU-3 zone, especially considering the MU-3 signage restrictions are already some of the most generous in the Zoning Ordinance. However, the applicant has indicated a willingness to address the concerns of the staff; the staff, in turn, would like to provide the applicant the opportunity to respond to these stated concerns, before the required public hearing before the Planning Commission.

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

VI. **COMMISSION ITEMS** – Commission items, if any, will be considered at this time.

VII. **STAFF ITEMS**

A. **Planning Services Activity Report**

- During the month of November, the Planning Services staff processed 8 zone map amendments, 4 Zoning Ordinance text amendments, 40 subdivision and development plan items, 1 Public Facility Review, and 10 Board of Adjustment appeals. Processing of the above items included attendance and/or preparation of materials and presentations for the following: Technical, Subdivision and Zoning Committee meetings, one Planning Commission public hearing, one Planning Commission public meeting, one Planning Commission work session, and one Board of Adjustment public hearing. In addition, the staff held 3 pre-applications conferences for zoning changes, and several other pre-application meetings for subdivision, development plan and Board of Adjustment items.

Much of the staff's time was spent answering approximately 900 inquiries from people concerning zoning, subdivision plans, development plans, Board of Adjustment appeals and related matters. The staff also provided floodplain assistance for 15 property inquiries.

B. **Long Range Planning Activity Report**

- **South Nicholasville Road Small Area Plan** – As identified by the Planning Commission and described in the 2007 *Comprehensive Plan*, a 400-acre area along Nicholasville Road from Man O' War Boulevard to the Fayette County border is being studied as part of a small area plan. This area is of particular interest because it includes several large tracts of underdeveloped land and the University of Kentucky Horticulture Research Farm. The Planning staff will lead the SAP process that includes a series of steering committee, focus group, and public input meetings. The staff will provide planning research and analysis of demographic and land use data and will synthesize the comments of the steering committee and citizens to draft a plan that provides direction for future development of this area. The work schedule calls for this small area plan to be presented for consideration by the Planning Commission in early fall 2009.

At the first meeting of the South Nicholasville Road SAP Steering Committee, the members participated in a Strengths, Weaknesses, Opportunities, and Threats analysis to identify important issues and desires for this area. The steering committee includes Councilmembers Jay McChord and Julian Beard, Planning Commission member Joan Whitman, representatives from the University of Kentucky, Bluegrass ADD, Waveland Museum, neighborhood associations, and small business and land owners. Other LFUCG staff members on the steering committee represent transportation and economic development issues.

- **Central Sector Small Area Plan** – Ratio, the consultants for the Central Sector Small Area Plan, delivered working drafts of the Plan that included background and data analysis. A select group from the steering committee, along with staff, reviewed the drafts and made comments at a meeting with Ratio. The revised drafts, along with Plan recommendations, will be delivered for review in December.
- **East End Small Area Plan** – EHI, the consultant for the East End Small Area Plan continued to coordinate with staff about issues related to the Plan. A steering committee meeting to review drafts of the Plan is scheduled for early December.
- **Coldstream Research Park** – Staff participated in a design charrette for a new model for UK's Coldstream Research Park. Leading the multi-faceted consulting effort is Dennis Carmichael from EDAW in Alexandria, Virginia. UK officials are considering ideas to market and potentially redesign the master planned business park, including recruitment of global clients and designation of new land uses, infrastructure, zoning, and building design.
- **Infill and Redevelopment Steering Committee** – Staff provided an update on four small area plans to the I/R Steering Committee, which was chaired by Councilmember David Stevens. The report included the status of Central Sector and East End and the expectations for both North and South Nicholasville Road SAPs.
- **Census Training** – Staff attended the half-day 2010 Participant Statistical Areas Program Training at Bluegrass ADD led by an employee of the U.S. Census Bureau from the Charlotte Regional Census Center. The purpose of the training was to introduce staff to the process and standards that local communities will follow when reviewing and changing Census tract and block group boundaries in preparation for the 2010 decennial Census. The Planning and GIS staffs will work together to update these data.
- **Web Site** – Staff continues to work with the Division of Computer Services to prepare and implement a new Web site for the Urban County Government. The site is expected to be activated in December and will include more intuitive options for obtaining government and community information.

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

- General Work Activities – Staff participated in the Planning Commission and Board of Adjustment orientation by providing an overview of the role of Long-Range Planning. Staff also answered questions about land use and other comprehensive plan issues as well as neighborhood association issues. Staff updated the Neighborhood Association data base. Using GIS, Census data, and PCensus software, staff created maps and data sets for the Urban County Council, other LFUCG Departments, and agencies and officials outside the government.

C. Transportation Planning Activity Report

- Administration – As reported last month, the Transportation Planning Section (Lexington Area MPO staff) welcomed Charles Schaub, P.E., to the Urban County Government and the Lexington Area Metropolitan Planning Organization (MPO). Charles has many years of expertise as a transportation engineer/transportation planner for the Kentucky Transportation Cabinet, and we're glad he is on board and making excellent contributions to the staff and our planning work program. Committee meeting packets were prepared and distributed for the following Transportation Planning/MPO meetings in November: the Transportation Technical Coordinating Committee (TTCC) was cancelled in November; the TTCC Subcommittee's Bicycle and Pedestrian Advisory Committee (BPAC) was held on November 7, 2008; other important meetings with MPO staff participation included: LFUCG Corridors Committee Meeting; World Equestrian Games Committee; Federated Transportation Services of the Bluegrass (FTSB) Board meeting. Also, staff participated in the Division of Planning's regularly scheduled development review meetings, and provided review and input on transportation, transit, and land use impact issues.
- Transportation Improvement Programming (TIP) – Program activities in November included the evaluation and adjustment of the existing FY 06—FY 09 TIP project cost estimates and timing. The SLX program project phasing was adjusted to balance expenditures versus expected incoming revenues to achieve "fiscal constraint." As part of the federal SAFETY-LU (Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users) program requirements, staff worked KYTC and the Division of Engineering to make the necessary adjustments to TIP's expenditures and revenues. The new SAFETY-LU requirement incorporates percentage inflation factors to the project's design, right-of-way, utility relocation, and construction phases. The program adjustments impact existing FHWA program cost estimates, the Urban County "match" and will be integrated into the FY 2010—FY 2013 TIP program. These on-going activities will continue into 2009 as state officials provide new estimates for their portion of the FHWA STP program. A few Administrative Modifications are being developed for coordination and comments; and for inclusion into the Kentucky Statewide Transportation Improvement Program (STIP). In addition to TIP activities, the staff continues monitoring the performance of the South Limestone Study and looks forward to getting more information on the study.
- Intelligent Transportation Systems (ITS) – The MPO staff continued to assist with implementation of the Bluegrass ITS (BITS) regional planning initiative on an as-needed basis. Staff is now reviewing program funds to see how ITS will be continued to be implemented in the MPO's Long Range Transportation Plan and Transportation Improvement Program. This area needs additional coordination and to obtain information in December and January.
- MPO Website Development – A stand-alone MPO web site can be accessed at <http://www.lexareampmo.org/>. In November, the website had **1,014** unique visitors (27% increase from September); **1,811** visits (21% increase from September); **6,135** page views (39% increase from September); total 2.87 GB bandwidth usage (43% increase from September); and **33,680** hits (35% increase from September). There were **331** links from search engines in November. MPO staff updates the web site with new links, graphics and content on a continual basis and recommends that all visit and revisit on a regular basis to see the improvements.
- Fayette & Jessamine Counties Cooperative Planning - The MPO staff continued to work with Jessamine County officials and the Bluegrass Area Development District to assess transportation system impacts in Jessamine County. A recent staff roadway project field visit in Northern Jessamine County reports continued and moderate growth in commercial and residential sectors. The staff attended the Bluegrass ADD Transportation Coordination Committee. Staff continues to provide information to MPO counties, the Bluegrass Area Development District, and records the requests in the MPO's database. Typical questions fielded range from land access and accessibility to zoning regulations for street cross-section standards. The Transportation Planning staff/Lexington Metropolitan Planning Staff (LAMPO) staff has been reviewing the Jessamine County Comprehensive Plan's Transportation Plan Element Section. Information is no forthcoming after coordination efforts. In December, staff will review updated information and check the website for new information and data.
- Public Involvement – Distribution of the transportation survey for the 2035 Long Range Transportation Plan picked up considerably this month. Surveys were taken to several meetings and events including White Cane Day, Neighborhood Summit, Leadership Lexington, and several neighborhood meetings. Surveys and drop boxes were taken to the Jessamine County Library, Downtown Library, and Tates Creek Library. Links to the online survey were placed on lextranonthemove.org, lfucg.com, and lfucg.com/planning. Links were also e-mailed out to various organizations such as BUILD, Jessamine County Chamber of Commerce, and Bluegrass Council for the Blind. The number of responses to the survey has been above initial expectations and the information being gathered is already helping in the development of the 2035 Long Range Transportation Plan. More will be reported on the survey in the upcoming months. The Lexington MPO Public Participation/Involvement Access database continues to be updated for use as an advanced input/management tool for public comments. The Public

Involvement Database now includes over 700 records. The Lexington Area MPO's stand-alone website (www.lexareampmo.org) was updated and improved.

- Transit Planning – Staff continued to coordinate with Rocky Burke to discuss planning efforts to engage RLS consultants concerning the upcoming Lextran COA. It was established that a meeting with RLS, Lextran and the MPO will occur at the beginning of the COA process to establish expectations of all parties involved. Staff continues to coordinate with contractors for implementation of Bottlestap on Versailles Road. Staff is working on Transit areas of the LRTP and the Transit Plan, as well as all maps for these plans.
- Newtown Pike Extension Project – Staff will continue to be involved in (when needed) and monitor ongoing work that includes plan development, any changes in important design issues, funding strategies, meetings/discussions, Transportation Improvement Program amendments and modifications. Also, staff will continue to coordinate transportation and land use activities and the Newtown Pike Extension Project Team and any remaining Small Area Plan Process issues.
- MPO Newsletter - "Bluegrass Traveler" – The next "Bluegrass Traveler" newsletter is planned for a 2008 Fall/Winter Edition. Several articles were written this month and the newsletter should be completed soon.
- Traffic Impact and Forecasting – The staff coordinated with the Planning Services section staff and the monthly Zoning Review Committee to review, analyze and assess recently submitted plans for potential traffic impacts, including reviewing zoning map amendment applications and text amendments. Previously reported application for zoning map amendment proposals include the Multicon Developments on Angliana Avenue and Scott Street, which were postponed indefinitely in November. All other proposed developments were reviewed for "general consistency" among planning documents, ordinances, and subdivision regulations. Upon request, traffic count and roadway functionality classification information was provided to development professionals, private consultants, and citizens in November. The MPO staff continues to monitor the *Jessamine Journal* to track on-going land development, and consults with Jessamine County officials on a regular basis to keep the Urban County abreast of on-going and future land development activities. Also, MPO staff has been closely monitoring developments south of the Urban Service Area boundary.
- Bicycle and Pedestrian Planning - The LFUCG Bicycle and Pedestrian section is found in the Strategic Planning monthly report. The BPAC will closely coordinate all bike and pedestrian activities with the MPO, BPAC members, KYTC District 7 staff, and the Kentucky Transportation Cabinet's project programming personnel. A BPAC meeting was held on November 7th and was well attended.
- Travel Demand Model – Staff continued to work with the consultants and MPO staff on different projects, providing travel demand forecasts. Staff attended Model User Group (MUG) Meeting in Frankfort in October and has been working through some of the data and information learned from the meeting in November. .
- Freight Planning – The final draft of the Freight Section Extension is complete and available for review by MPO members and interested parties. The section received a commendation from Certification Review Panel and been used as an example for other MPOs. Staff is working on: data collection to update the freight section; Freight Participation Plan; and Request for Proposals (RFP) for a Freight Study.
- Air Quality Activities – Charles Schaub, with assistance from Senior Planner Sam Hu, is reviewing the Air Quality reporting process and will be ready to provide the reports before the late spring forecasting season starts.
- Congestion Management Process (CMP) - The MPO manager, staff, and Congestion Management Committee (CMC) members started to plan for CMC meetings for 2009. The frequency of the CMC meetings was discussed at the CMC meeting in November, 2008. It was suggested that the CMC have meetings every other month, coordinating with the dates of TTCC and TSC meetings. Mr. Dave Riggins of the Transit Authority of LFUCG and Lexington (LexTran) presented an update of LexTran programs and projects at the November CMC meeting. MPO staff attended the Bicycle Pedestrian Advisory Committee meeting and other transportation planning related meetings. Staff made suggestions during these meetings. Staff continued to review and revise the Congestion Management Process Overview document. A deadline has been set by management and further information will be submitted upon completion. Staff worked on the Year 2035 Long Range Transportation Plan Update, prepared for 2035 Transportation Plan Update meetings, and worked on the monthly, quarterly, and annual reporting documents.
- Mobility Office Activities – The staff received fewer phone calls and emails regarding carpooling and vanpooling to work this month. The waiting list for the vanpool program is at 17 groups waiting for vans. The announcement regarding CMAQ funding for six vans was made, and the LexVan program was awarded the vans.

D. Strategic Planning Activity Report

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

- Infill and Redevelopment Activities – The Steering Committee met on November 13th to review the implementation status of the task force recommendations. The consultants for the Non-Residential Design and Market study submitted the preliminary report to staff for our review.
- Housing Market Study - The Steering Committee had a teleconference with RCLCO to discuss preliminary housing demand findings.
- Neighborhood Conservation Zoning – Staff met with the Montclair Neighborhood Association to discuss ND-1 requirements and process. The Urban County Council approved the Chevy Chase ND-1 on November 6th. Staff met with a representative from the Westmoreland neighborhood to review their preliminary standards.
- Newtown Pike Extension/Southend Park Redevelopment Plans – The construction of the temporary housing is underway. The R.O.W. plans are proceeding with phase 1 and 4 of the roadway project.
- Greenspace Commission – Staff prepared for and attended the Greenspace Commission meeting, and met with the outgoing Chair.
- Technical Meetings - Staff prepared for and attended the monthly meetings for the Technical Review Committee.
- Development Review - Staff conducted a variety of development review duties and meetings, conducted field work, and coordinated greenway and greenspace development issues.
- Greenways – Staff attended trail meetings to discuss projects; staff met with consultants hired for a trail design and study; staff attended a field trip to Indianapolis to meet with trail consultants and observe trails.
- Complete Streets – Staff worked on maps and recommendations regarding street cross-sections and connectivity.
- Downtown Streetscape Master Plan – Staff attended the steering committee meeting
- Bike/Ped – Staff attended a public meeting for a sidewalk project.
- South Limestone Multimodal Study – Contract has been approved. Traffic data was collected in November. A steering committee is being formed and will meet in January.
- Safe Routes to School – A community workshop was held on November 6th at William Wells Brown Elementary. Trainers from the National Center for Safe Routes to School complimented Lexington on hosting one of the best workshops they have conducted.
- Roadway Projects – The KY Transportation Cabinet has approved and will install 20 Share the Road Signs on rural state routes. LFUCG is installing 20 additional signs on county-maintained rural routes.
- Bike Lexington – On-going planning for May 2009 is underway.
- Mayor's Bicycle Task Force – The Committee is working to develop maps and a signage system for a regional system of rural road bike routes. They are also working to develop a Complete Streets resolution for Council adoption. The committee is also developing recommended changes to the bike traffic ordinance.
- Streetscape Project – Staff continues to provide input on plan implementation. Design phases are underway for sections of Main Street, Vine Street and Limestone Street.
- Grants – Staff is beginning work to select projects and develop applications for several annual grant funding cycles.

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 JANUARY, 2009

Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	January 8, 2009
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	January 8, 2009
Subdivision Items Public Hearing , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	January 15, 2009
Work Session, Thursday, immediately following Subdivision Items meeting.....	January 22, 2009
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	January 28, 2009

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

Zoning Items Public Hearing, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....

January 29, 2009

X. ADJOURNMENT

TLW/TM/JWE/BJR/BS/src

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