

**BOONE COUNTY PLANNING COMMISSION
BOONE COUNTY ADMINISTRATION BUILDING
FIRST FLOOR FISCAL COURTROOM
BUSINESS MEETING
NOVEMBER 3, 2021
7:00 P.M.**

Chairman Rolfsen opened the Business Meeting at 7:00 p.m. and welcomed the audience to the Planning Commission's November 3, 2021 Business Meeting. Chairman Rolfsen then invited everyone to join him in reciting the Pledge of Allegiance.

COMMISSION MEMBERS PRESENT:

Mr. Randy Bessler
Ms. Corrin Gulick
Mrs. Janet Kegley
Mr. Rick Lunnemann
Mr. Don McMillian
Mr. Kim Patton, Vice Chairman
Mr. Charlie Rolfsen, Chairman
Mr. Bob Schwenke
Mrs. Jackie Steele
Mr. Tom Szurlinski
Mr. Steve Turner, Temporary Presiding Officer

COMMISSION MEMBERS NOT PRESENT:

Mr. Kim Bunger, Secretary/Treasurer
Mrs. Pamela Goetting
Mr. Steve Harper
Mr. Kenny Vaught

LEGAL COUNSEL PRESENT:

STAFF MEMBERS PRESENT:

Mr. Kevin P. Costello, AICP, Executive Director
Mr. Todd K. Morgan, Senior Planner
Mr. Michael Schwartz, Planner
Mr. Tom Chaney, Planner

APPROVAL OF THE MINUTES:

Chairman Rolfsen stated that the Commissioners received copies of the Minutes from the October 20, 2021 Business Meeting. Chairman Rolfsen asked if there were any other comments or corrections? Mr. Costello noted that there was a correction on Page 2 of the Minutes. He distributed a highlighted version of the corrected Minutes. A paragraph was added at the suggestion of Mrs. Steele.

Mr. Patton moved to approve the Minutes as presented, which included the added language. Mrs. Kegley seconded the motion and it carried unanimously.

BILLS:

Mr. Kevin P. Costello, AICP, Executive Director, advised the Commissioners of the **Bills to be Paid**, which included a list of **Expenses** and **Salaries and Benefits** for a time period between October 7, 2021 and November 3, 2021.

EXPENSES:

Accounting Fees	\$ 768.05
Attorney Fees	4,200.00
Auto Expense	71.87
Consultant/Professional Svcs Fees	2,535.00
Filing Fees (CLURS)	850.00
GIS Operations	20,000.00
Legal Ads/Recruitment	383.20
Miscellaneous Expense	364.31
Office & Board Meeting Supplies	1,685.92
Office / Equipment Maintenance	75.08
Office Equipment / Expense	312.50
Postage Expense	516.00
Printing/Pub/Dues/Subscriptions	1,853.45
Professional Development	<u>295.00</u>

TOTAL: \$ 33,910.38

SALARIES AND BENEFITS:

FICA-BCPC Portion	\$ 6,510.02
Health/Dental/Life/LTD	14,692.86
Retirement – BCPC Portion	27,111.45
Salaries – Staff Expenses	88,672.62
Salaries – BCPC & BOA	<u>1,385.00</u>

TOTAL: \$138,371.95

GRAND TOTAL: \$172,282.33

Mr. McMillian moved that the bills (expenses and salaries and benefits) be approved and paid as presented and indicated approval of those items, which have been previously paid. Mr. Turner seconded the motion and it carried unanimously.

ZONING MAP AMENDMENT – Kim Patton, Chairman, Michael Schwartz, Staff

1. Request of **Stephany Sheekey (applicant)** for **Amerco Real Estate Company (owner)** for a Zoning Map Amendment from Commercial Services (C-3) to Commercial Services/Planned Development (C-3/PD) for a 9.55 acre site located at 10915 Dixie Highway, Boone County, Kentucky. The request is for a zone change to allow self-storage, warehousing, truck and trailer share, retail, and flea market uses, and to allow additional signage and modifications to landscape requirements.

Staff Member, Michael Schwartz, read the Committee Report, which recommended approval based upon Findings of Fact and Conditions (see Committee Report). He noted the Committee voted unanimously with Ms. Gulick, Mr. Lunnemann and Mr. Patton voting in favor of the request. The applicant and developer has signed the Condition Letter.

Chairman Rolfsen asked if there was anyone in the audience who wanted to speak in favor or against the request for a total of 5 minutes on either side?

Seeing no one, **Mr. Patton moved to approve the Zoning Map Amendment by Resolution to the Boone County Fiscal Court based upon the Committee Report and subject to the Findings of Fact and Conditions. Mrs. Steele seconded the motion.**

Chairman Rolfsen asked if any of the Board members had any questions or comments? Mr. Schwenke inquired about the status of the blacktop? Will there be any new paving? Mr. Patton replied that some of the paving has already begun. Mr. Schwenke asked about the storage of old motorhomes and trailers? Mr. Patton responded that some of it will be removed because there will be a new building constructed on the southwest corner of the site. There will also be new fencing and landscaping installed where the old RVs are currently located. The brush is in the process of removal and Buffer Yard A will be installed.

Chairman Rolfsen asked if the applicant was still going to do the \$1.00 parking? Mr. Drew Case replied that the flea market will charge a dollar for parking. Chairman Rolfsen inquired on whether the entire site will be fenced? Mr. Schwenke replied yes.

Chairman Rolfsen asked for a vote on the original motion made by Mr. Patton and seconded by Mrs. Steele. The motion passed unanimously.

CHANGE IN CONCEPT DEVELOPMENT PLAN – Corrin Gulick, Chairwoman, Tom Chaney, Staff

2. Request of **Viox & Viox (applicant)** for **Villas of Fowler's Creek LLC (owner)** for a Change in an Approved Concept Development Plan in a Suburban Residential Two/Union Town Overlay (SR-2/UTO) zone for a 17.743 acre site located at 9172 Royal Oak Lane, Union, Kentucky (Villas of Fowler's Creek Condominiums). The request is for a Change in an Approved Concept Development Plan to allow a right turn, exit only gate at the Royal Oak Lane/Old Union Road intersection.

Staff Member, Tom Chaney, read the Committee Report, which recommended approval based upon Findings of Fact (see Committee Report). He noted the Committee voted unanimously with Ms. Gulick, Mr. Lunnemann and Mr. Patton voting in favor of the request.

Chairman Rolfsen asked if there was anyone in the audience who wanted to speak in favor or against the request?

Ms. Megan de Sola, applicant, acknowledged that her client was in agreement with the recommendation.

Mr. Ben Mathis, 3049 Deer View Drive, stated that currently people will use this route as a short cut. With the gate, it will result in a safety benefit.

Seeing no further comments, **Ms. Gulick moved to approve the Change in Concept Development Plan by Resolution to the City of Union based upon the Committee Report and subject to the Findings of Fact. Mr. Lunnemann seconded the motion.**

Chairman Rolfsen asked if the applicant has decided how they will activate the gate? Ms. de Sola responded that they are still exploring options and want to use a bar code/sticker on a windshield. Mr. Rolfsen inquired about fire/police access? Ms. de Sola replied there is a lock box that deactivates the gate. Fire departments usually have keys to it but not police departments. Perhaps both could have access. Chairman Rolfsen asked if the site has adequate stacking? Ms. Gulick replied that she visited the site and felt it had adequate stacking.

Chairman Rolfsen asked for a vote on the original motion made by Ms. Gulick and seconded by Mr. Lunnemann. The motion passed unanimously.

ZONING MAP AMENDMENT FOR SPECIAL SIGN DISTRICT – Rick Lunnemann, Chairman, Todd Morgan, Staff

2. Request of **Jihad Hillany; Vision Engineering, LLC (applicant)** for **City of Florence (owner)** for a Zoning Map Amendment for a Special Sign District for an approximate 196.5 acre site located at 7500 Turfway Road, Florence, Kentucky. The request is for amendments to a Special Sign District in a Recreation/Planned Development/Houston Donaldson Study Corridor Overlay (R/PD/HDO) zone to allow alternative signage.

Mr. Patton moved to defer the request to the November 17, 2021 Business Meeting. Mr. Schwenke seconded the motion and it passed unanimously.

TECHNICAL/DESIGN REVIEW – Steve Harper, Chairman, Michael Schwartz, Staff

4. Aerotek – 600 Meijer Drive

Staff Member, Michael Schwartz, referred to a Power Point presentation. It is a request to deviate from the Houston-Donaldson Study sign regulations. The building is located off Meijer Drive and the Technical/Design Review Committee has seen this several times. The proposal is to install a building mounted sign for Aerotek on the interstate side. The deviations include only a maximum of 2 building mounted signs are allowed per elevation and that signage can only be based on the building where the tenant is located. Aerotek is renting space on the first floor in the front part of the building and the proposed sign is located on the 3rd floor on the back side.

It will be the third sign on that part of the building. Mr. Schwartz noted that the Technical/Design Review Committee met prior to the Business Meeting and recommended approval.

Chairman Rolfsen asked if there was a motion to act on the request? Mr. Lunnemann moved to approve the request based upon the Technical/Design Review Committee recommendation as presented. Ms. Gulick seconded the motion and it passed unanimously.

NEW BUSINESS:

ZONING MAP AMENDMENT, Michael Schwartz, Staff

5. Request of **Viox and Viox, per Michelle Bollman (applicant) for BBB Developers, LLC, per J.J. Miller (owner)** for a Zoning Map Amendment from Agricultural Estate (A-2) to Rural Suburban Estate (RSE) for an approximate 31 acre area, being the southern portion of the property located at 2645 Hathaway Road, Boone County, Kentucky. The request is for a zone change to allow a subdivision for detached single family residential dwellings.

Mr. Schwenke moved to schedule the Public Hearing for Item #5 on December 1, 2021 at 7:30 p.m. Mr. Patton seconded the motion and it passed unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Kevin P. Costello, AICP, explained that the City of Florence had recently promoted Mr. Jacob Carpenter to be a Code Enforcement Officer. Part of his duties are to enforce the Boone County Zoning Regulations within the City of Florence. As a result, the Planning Commission must appoint/designate Mr. Carpenter as a Zoning Enforcement Office under KRS 100.991 effective immediately.

As a result., Mr. Patton moved to appoint/designate Mr. Jacob Carpenter as a Zoning Enforcement Office for the City of Florence within the city limits based upon Mr. Costello's November 1, 2021 Memo. Mr. Schwenke seconded the motion and it passed unanimously.

COMMITTEE REPORTS:

AIRPORT:

Mr. Bessler noted that the next quarterly Airport Committee Meeting will be on November 16, 2021 at 11:00 a.m. It will be a virtual meeting. Information about the meeting was just sent out.

ADMINISTRATIVE/PERSONNEL: Mr. Lunnemann
No Report

ENFORCEMENT: Mr. Bunger
No Report

LONG RANGE PLANNING/COMPREHENSIVE PLAN: Mr. Schwenke
No Report

TECHNICAL/DESIGN REVIEW: Mr. Harper
No Report

EXECUTIVE: Chairman Rolfsen
No Report

CHAIRMAN:

Chairman Rolfsen reminded everyone that the Election of Officers will occur at the January 5, 2022 Business Meeting. The Nominating Committee will be formed at our December 1, 2021 Business Meeting in order to seek possible candidates.

OKI: Mr. Patton
No Report

OTHER:

There being no further business to come before the Planning Commission, **Mrs. Kegley moved to adjourn the meeting. Mr. Bessler seconded the motion and it passed unanimously. The meeting was adjourned at 7:27 P.M.**

APPROVED

Charlie Rolfsen
Chairman

Attest:

Kevin P. Costello, AICP
Executive Director