

**BOONE COUNTY PLANNING COMMISSION  
BOONE COUNTY ADMINISTRATION BUILDING  
FIRST FLOOR FISCAL COURTROOM  
BUSINESS MEETING  
JANUARY 5, 2022  
7:00 P.M.**

---

Chairman Rolfsen opened the Business Meeting at 7:00 p.m. and welcomed the audience to the Planning Commission's January 5, 2022 Business Meeting. Chairman Rolfsen then invited everyone to join him in reciting the Pledge of Allegiance.

**COMMISSION MEMBERS PRESENT:**

Mrs. Pamela Goetting  
Ms. Corrin Gulick  
Mr. Rick Lunnemann  
Mr. Kim Patton, Vice Chairman  
Mr. Charlie Rolfsen, Chairman  
Mr. Bob Schwenke  
Mrs. Jackie Steele  
Mr. Tom Szurlinski  
Mr. Kenny Vaught

**COMMISSION MEMBERS NOT PRESENT:**

Mr. Randy Bessler  
Mr. Steve Harper  
Mrs. Janet Kegley

**LEGAL COUNSEL PRESENT:**

Mr. Dale T. Wilson, Esq.

**STAFF MEMBERS PRESENT:**

Mr. Kevin P. Costello, AICP, Executive Director  
Ms. Jenna LeCount, AICP, Director, Community Development Services  
Mr. Michael Schwartz, Director, Zoning Services  
Mr. Todd K. Morgan, AICP, Senior Planner  
Mr. Matt Becher, AICP, Rural/Open Space Planner

**APPROVAL OF THE MINUTES:**

Chairman Rolfsen stated that the Commissioners received copies of the Minutes from the December 15, 2021 Business Meeting. Chairman Rolfsen asked if there were any other comments or corrections?

**Mr. Patton moved to approve the Minutes as presented. Mrs. Goetting 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 December 2, 2021 and January 5, 2022.

**EXPENSES:**

Accounting Fees	\$ 884.17
Attorney Fees	4,200.00
Auto Expense	307.47
Consultant/Professional Svcs Fees	1,592.50
Filing Fees (CLURS)	1,050.00
GIS Operations	410.00
Legal Ads/Recruitment	297.32
Miscellaneous Expense	324.25
Office & Board Meeting Supplies	914.97
Office Equipment / Expense	2,915.97
Postage Expense	673.70
Printing/Pub/Dues/Subscriptions	<u>554.00</u>

**TOTAL: \$ 14,124.35**

**SALARIES AND BENEFITS:**

FICA-BCPC Portion	\$ 7,577.58
Health/Dental/Life/LTD	14,675.59
Retirement – BCPC Portion	27,453.49
Salaries – Staff Expenses	103,358.80
Salaries – BCPC & BOA	<u>1,340.00</u>

**TOTAL: \$154,405.46**

**GRAND TOTAL: \$168,529.81**

**Ms. Gulick 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. Patton seconded the motion and it carried unanimously.**

**FLORENCE MAIN STREET ZONING UPDATE, Steve Harper, Chairman, Matt Becher, Staff**

1. Request of the Boone County Planning Commission Technical/Design Review Committee to consider the Florence, Kentucky Main Street Study Zoning Update, which includes a series of Amendments to the Boone County Zoning Regulations and the Boone County Zoning Map. The approximately 77.6 acre Study Area is generally bounded by Burlington Pike to the north, Dixie Highway to the south, U.S. 42 to the west and Turfway Road to the east.

Staff Member, Matt Becher read the Committee Report, which recommended approval based upon Findings of Facts (see Committee Report). He noted the Committee voted unanimously with Mr. Lunnemann, Mrs. Goetting and Mr. Vaught voting in favor of the request.

Chairman Rolfsen thanked Mr. Becher for his work on the Study. It was labor intensive work. He 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, Chairman Rolfsen asked if there was a motion to proceed?

**Mr. Lunnemann moved to approve the Request by Resolution to the City of Florence based upon the Committee Report and subject to the Findings of Fact. Mr. Vaught seconded the motion and it passed unanimously. Mrs. Steele abstained from the vote because she owns property in the Study area.**

**ZONING MAP AMENDMENT – Kim Patton, Chairman, Todd Morgan, Staff**

2. Request of Longbranch Development Inc., attn: Jason Wisniewski (applicant) for Ridgefield Farm LLC, Richard and Sandra Franks, and Peter and Jeanine Geise (owners) for a Zoning Map Amendment from Rural Suburban Estates (RSE) and Agricultural Estate (A-2) to Suburban Residential One (SR-1) and Suburban Residential Two (SR-2), and a dimensional variance, for an approximate 184.77 acre area located at 2788, 2696, 2688, and 2636 Hathaway Road, Boone County, Kentucky. The request is for a zone change to allow single-family residential dwellings and a variance to reduce the side yard building setback requirements of the SR-2 zone.

Staff Member, Todd Morgan, read the Committee Report, which recommended approval based upon Findings of Fact and Conditions and Denial of the Variance Request (see Committee Report). Mr. Morgan referred to a number of slides outlining some of the conditions (3a – 3f, etc) as part of a PowerPoint presentation. He noted the Committee voted unanimously with Mrs. Kegley, Mr. Lunnemann, Mr. Patton and Ms. Gulick 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 for a total of 5 minutes on either side?

Ms. Hillary Laffin, representing Longbranch Development, Inc., thanked the Committee in making the project better. She is available to answer any questions.

Chairman Rolfsen asked if there was a motion to take action?

**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 and to deny the Variance request based upon the stated Findings in the Committee Report. Mrs. Goetting seconded the motion.**

Chairman Rolfsen asked if nothing happens on the project site until Donegal Avenue connects to Hathaway Road? Mr. Morgan responded correct. Once the connection occurs, Phase 1 of the project can start. Mr. Morgan stated that in any calendar year, the applicant cannot build more than 100 homes. He explained the phases of the project. There are 3 potential connector roads to Ballyshannon Subdivision. Mr. Wilson wanted to clarify that the motion included the Committee Report, which recommended approval of the Zoning Map Amendment request and denial of the Variance request. Action by the Planning Commission is final on the Variance request. Appeal of the Variance denial is through the Boone Circuit Court and the applicant acknowledged that they would not file an appeal.

Chairman Rolfsen complemented the Committee for their work on the project. **He asked for a vote on the original motion made by Mr. Patton and seconded by Ms. Goetting. The motion passed unanimously.**

**ZONING MAP AMENDMENT, Corrin Gulick, Chairwoman, Michael Schwartz, Staff**

3. 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.

Staff Member, Michael Schwartz, read the Committee Report, which recommended approval based upon Findings of Fact (see Committee Report). He noted the Committee voted unanimously with Mrs. Kegley, Mr. Lunnemann, Mr. Patton and Ms. Gulick 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 for a total of 5 minutes on either side?

Mr. Justin Verst, Viox & Viox, Inc., stated that he was available to answer any questions and is in agreement with the Committee's recommendation.

**Ms. Gulick 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. Mrs. Steele seconded the motion and it passed unanimously.**

**NEW BUSINESS:**

**ZONING MAP AMENDMENT, Todd Morgan, Staff**

4. Request of **Tony Berling (applicant)** for **Walton Land Development Company, LLC (owner)** for a Zoning Map Amendment from Commercial Two (C-2) to Commercial Two/Planned Development (C-2/PD) for an approximate 8.4 acre area located along the north, east, and west sides of Towne Center Drive, and being immediately south of the Walton Kroger, located at 635 Chestnut Drive, Walton, Kentucky. The request is for a zone change to allow the development of residential dwellings.

**CHANGE IN AN APPROVED CONCEPT DEVELOPMENT PLAN, Michael Schwartz, Staff**

5. Request of **Crossroads Community Church Inc. (applicant and owner)** for a Change in an Approved Concept Development Plan in a Commercial Two/Planned Development/Mall Road Overlay (C-2/PD/MR) district for an approximate 11.5 acre area located at 828 Heights Boulevard, Florence, Kentucky. The request is for a Concept Development Plan to permit alternative building colors.

**Mrs. Goetting moved to schedule the Public Hearings for Items #4 and #5 on February 2, 2022 at 7:30 p.m. via live video teleconference. Mr. Szurlinski seconded the motion and it passed unanimously.**

**EXECUTIVE DIRECTOR'S REPORT:** Mr. Kevin P. Costello, AICP  
No Report

**COMMITTEE REPORTS:**

**AIRPORT:** Mr. Bessler  
No Report

**ADMINISTRATIVE/PERSONNEL:** Mr. Lunnemann  
No Report

**ENFORCEMENT:**  
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

**OKI:** Mr. Patton  
No Report

**OTHER:** 2022 Election of Officers

Mr. Bob Schwenke, Chair of the Nominating Committee, asked if there were any nominations from the floor for Chairman, Vice-Chairman, Secretary/Treasurer or Temporary Presiding Officer positions? Seeing none, he announced that Charlie Rolfsen and Kim Patton agreed to serve as Chairman and Vice-Chairman and Steve Harper and Jackie Steele expressed interest in running for Secretary/Treasurer. As a result, election ballots were distributed for the Secretary/Treasurer position. Ballots were collected and counted by Mr. Wilson.

In the meantime, Mr. McMillian announced his retirement from the Planning Commission. He served the Board for 40 years as he was appointed January 2, 1982. He thanked the Board members and shared some of his experiences. He has seen a lot of changes and there will be more. A big change was public sewers and the elimination of outside toilets. He has served with a lot of fine people. He remembered a lot of long meetings. He appreciates everyone and told everyone to hang onto your beliefs. He hoped that everyone remembers him as a safety person. Safety is more important than cost. Charlie Rolfsen announced that he would invite Mr. McMillian back for his award along with Mr. Bunger and Mrs. Heilman.

Mr. Schwenke announced that the new Secretary/Treasurer will be Mrs. Jackie Steele. **Mr. Patton moved to appoint Mrs. Steele as Secretary/Treasurer of the Board. Mr. Schwenke seconded the motion and it passed unanimously.**

**Mr. Schwenke moved to appoint Mr. Rolfsen as Chairman and Mr. Patton as Vice-Chairman of the Board. Mrs. Steele seconded the motion and it passed unanimously.**

There being no further business to come before the Planning Commission, **Mr. Patton moved to adjourn the meeting. Mr. Szurlinski seconded the motion and it passed unanimously. The meeting was adjourned at 7:45 P.M.**

**APPROVED**

---

**Charlie Rolfsen  
Chairman**

**Attest:**

---

**Kevin P. Costello, AICP  
Executive Director**