

GEORGETOWN-SCOTT COUNTY PLANNING COMMISSION

**AGENDA
AUGUST 12, 2021
6:00 p.m.**

I. COMMISSION BUSINESS

- A. Approval of July invoices
- B. Approval of July 8, 2021 minutes
- C. Approval of August agenda
- D. Items for postponement or withdrawal
- E. Consent Agenda

II. OLD BUSINESS

- A. ZMA-2021-12 Singer Property - PUBLIC HEARING - POSTPONED
- B. PSP-2021-20 Village at Lanes Run - Phase 3, Section 2 - Amended Preliminary Subdivision Plat for Phase 3, Section 2 of Villages of Lanes Run located east side of Old Oxford Road and north of Lanes Run Creek.

III. NEW BUSINESS

- A. FSP-2021-25 Fairfield Farm Subdivision- Final Subdivision Plat to subdivide an existing lot into three (3) lots in Fairfield Farms subdivision located at 3684 Frankfort Road.
- B. ZMA-2021-26 Bell Property - Zoning Map Amendment to change the zoning district from A-1 to R-1C located at 3520 Paris Pike. PUBLIC HEARING

III. OTHER BUSINESS

- A. Update of Open Records Rules and Regulations
- B. Comprehensive Plan Update Discussion

**GEORGETOWN-SCOTT COUNTY PLANNING COMMISSION
REGULAR MEETING
MINUTES
July 8, 2021**

The regular meeting was held in the Scott County Courthouse on July 8, 2021. The meeting was called to order by Chairman Mark Sulski at 6:00 p.m. Present were Commissioners Steve Smith, James Stone, Charlie Mifflin, David Vest, and Dann Smith, Director Joe Kane, Planner Matt Summers, Engineer Ben Krebs, and Attorney Charlie Perkins.

Motion by Stone, second by S. Smith, to approve the June invoices. Motion carried.

Motion by Vest, second by D. Smith, to approve the June 10, 2021 minutes. Motion carried.

Motion by Mifflin, second by S. Smith, to approve the July agenda. Motion carried.

All those intending to speak before the Commission were sworn in by Mr. Perkins individually prior to their comments and questions.

Postponements/Withdrawals

Chairman Sulski stated that the applications for Singer Property (ZMA-2021-12) and Village at Lanes Run - Phase 3, Section 2 (PSP-2021-20) were postponed until the next regularly scheduled meeting.

Commissioner Singer joined the meeting.

PSP-2021-10 Cherry Blossom Village, Phase 9 - Preliminary Subdivision Plat to create 18 new lots located in Cherry Blossom Village.

Mr. Kane stated that the area is zoned R-1C PUD. He stated access is from Sunningdale Drive and the property is between holes 7 and 8 of the golf course and backs to Old Oxford Road.

He stated the lots follow the master plan and no variances are requested.

He stated the master plan showed a connection to Old Oxford Road and the developer plans a connection. He stated in 2007, when Phase 8 was approved a condition was added that a connection to Old Oxford Road must be made before anymore development would be approved.

He stated the applicant is asking to only do road improvements on Old Oxford Road along the area of the lots, to not be required to install turn lanes, and to install a gate at the entrance from Old Oxford Road only for emergency access. He stated the applicant plans to add a connection to Lexus Way, if constructed in the future.

He stated staff feels that the applicant should widen Old Oxford Road along the whole development not just along the area of lots or provide a surety for the widening.

Commissioner Mifflin questioned if the golf course and the lots are owned by the same person.

Glenn Hoskins, representing applicant, stated that the golf course and the developer are two separate entities. He stated that residents have had concern about a second entrance being used as a cut through for traffic. He stated that is why the applicant is proposing a gated entrance.

Commissioner Singer questioned Mr. Hoskins if he was involved in 2005 when the master plan was amended. He stated he probably was involved.

Commissioner Smith questioned if the second entrance would be a construction only entrance. Mr. Hoskins stated the entrance is to be a construction or emergency use only entrance.

David Lusby, 121 Loch Lomond, stated his understanding of this application is for 18 lots with an emergency only entrance but with future development to connect to Lexus Way.

Commissioner Singer questioned staff if they approved of the emergency only entrance. Mr. Kane stated the emergency entrance as a backup plan would work for now.

He stated he wanted to clarify that his staff report is based off the assumption that the applicant was going to extend Sunningdale Drive and connect it to Old Oxford Road, along with paving and installing a gate. He stated if the applicant is wanting to make a construction only entrance and not pave the connection to Old Oxford Road then that needs to be clarified.

Commissioner Smith stated that until Lexus Way is finished any improvement to Old Oxford Road would help.

Commissioner Mifflin questioned if the gate will allow residents to exit the subdivision. Mr. Hoskins stated the applicant does not want people cutting through the subdivision.

Commissioner Garrett joined the meeting.

Tonya Buck, 760 Old Oxford Road, stated that she thinks the access to Cherry Blossom should be open. She stated she does not support the expansion of Lexus Way.

Brent Buck, 760 Old Oxford Road, questioned when Cherry Blossom was first approved if there were supposed to be two entrances. Mr. Kane stated it was part of the original application. Mr. Buck stated he does not support the expansion of Lexus Way.

Daniel Wells, 725 Old Oxford Road, stated if Lexus Way is approved it will destroy his property. He stated he feels that Cherry Blossom should stick with their original plan to have two entrances.

He questioned where the stormwater will go that is shown on the plat.

Commissioner Mifflin stating that he feels the developer is proposing 18 more lots to just be under the limit before a second entrance is required. He stated he feels the improvements to Old Oxford Road should be done along with a gate that can be controlled to at least allow residents to exit Cherry Blossom.

Commissioner Smith questioned the cost of the improvements needed for Old Oxford Road. Mr. Krebs stated the most significant cost would be the grading.

Brent Combs, Thoroughbred Engineering, stated he had prepared a rough estimate and it was \$350,000.00, for the entire length to the edge of The Mill Apartments.

Mr. Perkins questioned if there was sufficient space for the eleven-foot needed for a turn lane. It was stated that sufficient right-of-way was there.

After further discussion, **Motion by Mifflin, second by Singer to approve the Preliminary Subdivision Plat (PSP-2021-10) subject to nine (9) conditions of approval with the last two sentences of condition 2 being struck out. Motion carried 7-1 with Sulski dissenting.**

PSP-2021-17 Wylbedun Farm Mixed Use Subdivision – Preliminary Subdivision Plat for 54 single-family residential lots located at 151 Vine Street.

Mr. Summers stated the current zoning of R-2 (PUD) was approved in 2020. He stated the surrounding zones are A-1 and R-1B. He stated access to the site is via Vine Street and Davis Lane.

He stated the applicant is proposing approximately 22% open space and in exchange the applicant is requesting three variances.

He stated the first requested variance is to reduce the minimum lot size to 6,000 square feet.

He stated the second requested variance is to reduce the minimum lot width to 55 feet.

He stated the third requested variance is to reduce the front yard setback to 25 feet.

He stated the main issue with the project is the access to the site from Vine Street. He stated during the zone change staff had safety concerns regarding Vine Street. He stated since the zone change, Sadieville has been awarded a grant to improve Vine Street and Davis Lane.

He stated the preliminary grading plan submitted shows that the proposed development is possible.

He stated the application will need to comply with the canopy standards.

He stated he has added condition number twelve to the staff report stating that regardless of infrastructure improvements made by the City of Sadieville, the Applicant is responsible for any on or off-site improvements to provide sufficient infrastructure to serve the project site.

Nicholas West, Prism Engineering, stated he is filling in for the project manager. He questioned condition number ten and stated he was not sure of the applicant's intent.

Mr. Summers stated condition number ten defines that the infrastructure can be installed at the same time as the street improvements are being done. He stated the final plat just cannot be recorded until the improvements are finished.

William Stull, applicant, stated that the plat is showing two phases of development. He stated his intent with the project is to create a community.

Chairman Sulski asked for clarification on the phases of the development. Mr. Summers stated that for preliminary approval the whole development is typically shown. He stated the phasing usually is shown on the construction plans.

Commissioner D. Smith questioned if the housing is still planned to be for veterans. Mr. Stull stated there are programs for veterans. He stated in Phase 1 they are planning to help homebuyers with loans aimed at veterans. He stated he also wants to help single parent families with housing.

David Everly, adjoining property owner, questioned if the homes will be sold or be rental homes. Mr. Stull stated the homes will be sold.

Mr. Everly stated that he has farmland, and his equipment is near the property line. He stated adding 54 families will make it harder on him to keep people off his property.

Heather Lynn, 170 Roberts Lane, stated she lives on the farm her dad owns. She stated her main concern is the safety of the road and the railroad underpass. She questioned when will the proposed improvements be approved and how the widening of the road will be done. She stated she feels there are too many unanswered questions.

Commissioner D. Smith stated that Sadieville does plan to remove the sidewalks which will add 6-foot to the width, and he says that the west side of Vine Street will become a one-way street and no parking will be allowed.

Robbie Wagoner, Mayor of Sadieville, stated that on the west side of Davis Lane there is an old easement that the city will use to create driveways for two vehicles. He stated they have the funding and are committed to fixing the problem.

Commissioner Singer asked for clarification that the homes would now have driveways. Mayor Wagoner stated homes to the west of Davis Lane would have rear driveways created. He also stated a parking lot would be built on three empty lots owned by Mr. Pickett.

Mr. Everly asked for clarification about the location of the off-street parking and the one-way on Vine Street.

Mrs. Lynn stated that the improvements should be done before development approval.

Commissioner Smith questioned what the buffering regulations are for a subdivision adjoining a farm. Mr. Summers stated when lots are developed as single-family there is not a required landscape buffer.

Mrs. Lynn stated the property line is fenced.

After further discussion, **Motion by D. Smith, second by Stone to approve the Preliminary Subdivision Plat (PSP-2021-17) subject to twelve (12) conditions of approval and three (3) variances. Motion carried.**

PDP-2021-22 Bluegrass Baptist Church - Preliminary Development Plan for expansion of the existing church and parking areas.

Mr. Summers stated the property is located at 210 New Coleman Lane and is zoned A-1. He stated the site is 3.47 acres and access from New Coleman Lane.

He said the original final development plan approval was in 2017. He said the applicant went before Scott County Board of Adjustment in May 2021 to request approval to expand.

He stated the applicant is proposing three phases. He said the first phase would consist of a new entrance and adding 30 parking spaces. He said the second phase would be expansion of the building by 6,891 square feet. He said phase three would be expanding the parking lot by 64 parking spaces contingent upon being able to connect to public sewer.

He stated the applicant is requesting two variances. He stated the first variance is to allow the building height to be 34 feet to match the height of the existing building. He stated the second variance is to reduce the side and rear yard setbacks from 50 feet to 38 feet for the building expansion.

He stated the application does meet all landscape guidelines.

Commissioner Mifflin questioned if public sewer is available at the site presently. Mr. Summers stated as part of the south sewer project there could be future sewer availability.

Kyle Fannin, Pastor, stated they need a bigger building and more parking.

After further discussion, **Motion by Garrett, second by Singer to approve the Preliminary Development Plan (PDP-2021-22) subject to eight (8) conditions of approval and two (2) variances. Motion carried.**

PDP-2021-24 Project Whitaker – Preliminary Development Plan to construct a 317,520-square foot warehouse-distribution center located on Carley Court, Georgetown Industrial Park.

Mr. Kane stated this is the last available area in the Georgetown Industrial Park. He stated the industrial park is located off Lemons Mill Road. He stated this lot is at the end of Carley Drive to the railroad and bypass.

He stated the original approval of the industrial park included a connection to the future bypass. He stated the building and parking meet the requirements. He stated staff's only concern is that the size of the building and its placement on the lot eliminates a connection to the bypass.

He stated a traffic study was required. He stated the traffic study assumes up to 300 employees. He stated the main finding of the study is that the intersection at Lemons Mill has a delay and causes vehicles to stack up, but there is no decrease in the level of service on Lemons Mill.

He stated the application meets the landscaping requirements. He stated if the applicant can protect the existing landscaping along the bypass that could qualify towards the landscaping requirements.

He stated the applicant still needs sewer availability before Final Development Plan approval. He stated the applicant did get approval from the Royal Springs Wellhead Protection Committee and their conditions are included in with the proposed Planning Commission conditions of approval. He stated the applicant also will need approval from the Georgetown Fire Department before Final Development Plan approval.

Commissioner D. Smith questioned when the traffic study was completed. Commissioner Singer stated she saw on the report it was done in late May.

Commissioner Singer questioned the layout of the second entrance/exit. Mr. Kane stated in the original development plan it was shown along with a preliminary layout of the industrial park.

Nick Nicholson, Setzer Properties, stated the application is for a shipping/distribution type warehouse. He stated the large amount of parking is due to seasonal changes and extra employees during the holidays that could be more than the 300 to 350 regular employees projected.

He stated this application could be a major economic benefit to the community. He stated there are problems with the slopes of the site. He suggested that might be why the lot has been vacant for so long. He stated building a road would not be feasible.

He stated there will be a security fence around the building and security gates to access the site. He stated he would not think the state would allow an entrance off McClelland Circle that had a security gate that could back up traffic. He stated they have had to add fill to achieve the correct grade for the site. He stated they tried numerous ways to change the building to accommodate another entrance.

He stated the traffic study shows no negative impact on the traffic. He stated the problem is McClelland Circle at Lemons Mill Road. He stated the distribution center will have most of their traffic at non-peak times so they will not significantly affect the traffic.

Commissioner Singer asked for clarification of the time that employees are arriving and departing.

Commissioner Smith questioned the number of semi-trucks arriving and departing. Mr. Nicholson stated that at full build out which could be several years approximately 200. He stated most of those are after 8:00 pm and before 2:00 am.

Diane Zimmerman, Traffic Engineer, stated that when the traffic light turns green, you assume every three seconds a vehicle clears the intersection. She explained to Commissioner Mifflin that if all the set time for one road is not used, the time is added to the other road.

Commissioner Smith questioned if the additional traffic would affect the traffic at Anderson Communities. Mr. Nicholson stated that as Anderson Communities is built out that would warrant a traffic light at that intersection.

Chairman Sulski questioned why the employee and van parking couldn't be accessed from the bypass. Mr. Nicholson stated the van parking is behind security fencing and a cul-de-sac would have to be built to accommodate the security gate.

Jason Banks, Banks Engineering, stated an access from the bypass could not be built due to the stormwater on the site and the additional access would go through the van parking area.

Commissioner Singer asked for clarification of times for all employees to be arriving and leaving. Mr. Nicholson again went through times of employees arriving and leaving.

Robbie McAtee, Banks Engineering, stated there are two accesses to the facility. He stated one is dedicated for the van traffic on Kaden Lane and one is for the truck traffic on Carley Drive.

Commissioner Mifflin questioned if the Royal Springs Wellhead Committee did approve of the application. Mr. Nicholson stated they had four conditions which have been met.

Commissioner Mifflin questioned if sewer was available. It was stated that they are working on that.

Commissioner Singer asked for more clarification on the arrival and departure times.

Brian Harris, United Talent, stated during a typical season they service 650 to 700 students. He stated their peak hours are 3:00 to 9:00. He stated Kaden Lane serves as overflow parking for his business. He stated recently Vutech has rerouted their truck traffic to Kaden Lane. He stated the traffic study looks like it was conducted not during their peak time of business.

Mr. McAtee stated maybe during construction they could help United Talent construct an overflow parking lot.

Jeff Doninger, 504 Mallard Point Drive, stated he has a daughter that has been attending United Talent for nine years and has concern for her safety with the proposed increased amount of traffic.

Ann Graham, representing Bringardner Properties, stated she has concern about stormwater runoff. Mr. Krebs stated the plan shows two large basins with an outlet area under the railroad. He stated the plans shows that runoff will be reduced to predevelopment rate.

Ed Bringardner questioned how much water will affect his property. Mr. Banks stated that the rate of runoff will be controlled, and the applicant will meet the requirements.

Mr. Nicolson stated that currently in the industrial park there are no basins. He stated the plans will catch runoff from other businesses as well as the applicant.

After further discussion, **Motion by Singer, second by S. Smith to approve the Preliminary Development Plan (PDP-2021-24) subject to ten (10) conditions of approval with condition one being struck out and recognizing the offer and assurance for the applicant to work with United Talent. Motion carried.**

Chairman Sulski adjourned the meeting.

Attest:

Mark Sulski, Chairman

Charlie Perkins, Secretary

**VILLAGE AT LANES RUN, PHASE 3, SECTION 2
AMENDED PRELIMINARY SUBDIVISION PLAT**

**Staff Report to the Georgetown-Scott County Planning Commission
June 10, 2021, July 8, 2021, Postponed
August 12, 2021**

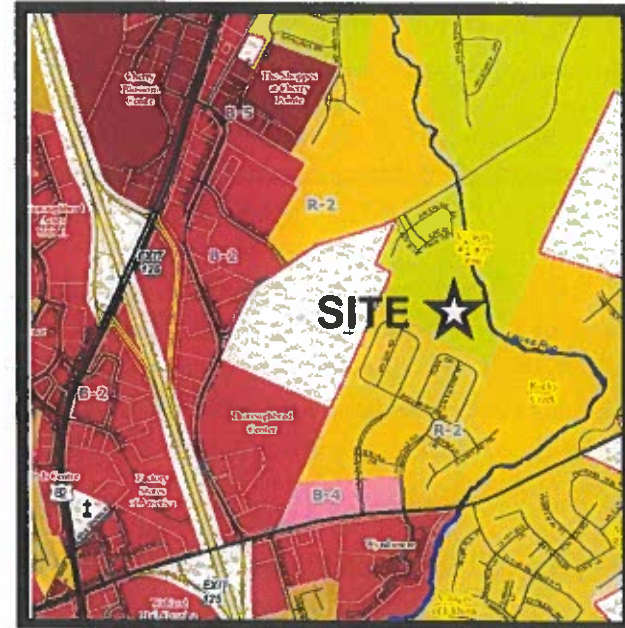
FILE NUMBER: PSP-2021-20

PROPOSAL: Amended Preliminary
Subdivision Plat for Phase 3,
Section 2 of Villages of Lanes
Run

LOCATION: East side of Old Oxford
Road; north of Lanes Run
Creek

APPLICANT: MND Holdings, LLC

ENGINEER: Banks Engineering



STATISTICS:

Zone	R-1C (PUD)
Surrounding Zones	R-1C (PUD)
Acreage	37.23 acres (gross), 27.85 (net)
# of lots proposed	139
Dwelling units per acre	3.7 units/acre
Min. lot size proposed	6,500 sq.ft.
Avg. Lot size proposed:	0.15 acres
Min. lot width	60 ft.
New street required	Yes
Lineal feet of new street	6,540 l.f.
Water/sewer available	Yes/Yes
Access	Via Old Oxford Road

BACKGROUND:

The overall Preliminary Subdivision Plat for Lanes Run Farm was approved in 2004 (PSP 2004-26) after a 2000 zoning to R-1C (PUD) and it included multiple residential sections with varying densities. The overall Preliminary Plat approval was for 496 dwelling units on 147.87 net developable acres for an overall density of 3.5 units per acre. This included 149 units approved on 39.28 acres on the west side of Lanes Run Creek at a proposed density of 3.8 units per acre, 237 units approved on 60.05 acres on the east side of Lanes Run Creek at a proposed density of 3.8 units per acre and 100 units on 42.53 acres on the east side of Lanes Run Creek, adjacent to the Urban Service Boundary, at a density of 2.35 units/acre. The remaining 10 lots were proposed on 50 acres of the farm outside the urban service boundary at the 5-acre lot density. (149+237+100+10=496)

The first lots around the Village Boulevard entrance (west of Lanes Run Creek) were platted as The Village at Lanes Run, Phase 1 and followed the Traditional Neighborhood Development (TND) pattern. Subdivision activity slowed in the 2008 recession and in 2010 Ball Homes purchased the languishing lots in phase 1. They then sought and were granted approval to abandon the alley-accessed lots and the TND development pattern in the first phases of the development. As part of this approval and subsequent approvals the number of lots approved west of Lanes Run Creek increased from 149 to 161. This reduced by twelve lots the number of lots available in future areas of the neighborhood east of Lanes Run Creek, now being considered.

The Village at Lanes Run Master Plan and overall Preliminary Plat was approved at the Planning Commission meeting on June 10, 2004 (PSP 2004-26). Phase 1 of The Village at Lanes Run was platted and recorded in July of 2006. The remainder of phase 1 and phase 2, sections 1-3 have all been subsequently approved in the years since. Currently all lots west of Lanes Run Creek have been platted and the streets and infrastructure is constructed, connecting the Villages of Lanes Run subdivision with Rocky Creek subdivision on the west side of Lanes Run Creek.

The original zoning conditions of approval for the subdivision in 2000 to R-1C (PUD) set the maximum number of dwelling units based on the maximum density allowed in the R-1C zone. Since it was proposed as a Planned Unit Development (PUD) with a Traditional Neighborhood pattern, additional community open space was proposed in order to justify the flexibility in setbacks, lot sizes and variability in building density. The proposal included linear parks and open space along Lanes Run Creek and within the neighborhood and the protection of existing trees especially along Lanes Run Creek. The overall Preliminary Plat approval in 2004 included the provision of 20 acres of parks and open space leading up to and along Lanes Run Creek.

Lot density was the highest in the west part of the subdivision and stepped down nearer the Urban Service Boundary. Lot widths increased to 75' width adjacent to Oxford Manor subdivision and the leg of the farm that runs easterly to the USB included an average of 100' wide lots roughly 1/3 acre in size, with the largest lots, roughly 1/2 acre in size along the urban service boundary. No lots were shown outside the USB, but that area would retain the development rights for 10 lots for the 50-acres at 5-acre densities

Planning Commission staff has previously approved construction plans for a section of lots east of Lanes Run Creek which proposed following the road and general lot layout of the existing 2004 Master Plan. These lots have been designated Phase 3, Section 1. The construction plan approval for Phase 3, Section 1, was able to move forward without Planning Commission Board review, because it was maintaining the road pattern and

BACKGROUND (continued):

general lot pattern of the approved Preliminary Subdivision Plat on this property (PSP 2004-26). This existing approved overall Preliminary Subdivision plat (Master Plan) predates the adoption of the sunset clause and the previously approved Phase 3, Section 1 plan substantially adheres to the approved Master Plan. The developer of Phase 3, Section 1 is currently grading the property and has committed to doing the road improvements on Old Oxford Road serving this portion of the development.

KEY ISSUES/COMMENTS:

This current application is a request to approve a lot layout for Phase 3, Section 2 which would substantially change the layout, open space arrangement and alley access as previously approved in Preliminary Subdivision Plat (PSP 2004-26). Therefore, it necessitates a return to the full Planning Commission Board for approval.

The current application is an amendment to the main body of the remainder of the Villages of Lanes Run subdivision. It is designated Preliminary Subdivision Plat for Phase 3, Section 2 of The Village at Lanes Run. This section is east of Lanes Run Creek. To reiterate, the reasons for the amendment are to: a) amend the lot and street layout, b) add 6 more lots than originally shown in this area (139 instead of 133), c) remove the originally proposed alley system, and d) amend tree preservation/open space requirement to remove the internal linear park in this portion of the subdivision and replace it with a new open space/park layout.

A. Size of Lots:

The previously approved Preliminary Plat showed 65'-75' wide lots for the development east of Lanes Run Creek in this area. The lots originally increased in size as you moved west to east towards the USB boundary and Oxford manor subdivision. The typical lot size on the approved Master Plan was 6500 square feet. The current plan shows one lot at 6502 square feet, the remainder are greater than 6500 square feet with an average lot size of 8,025 square feet. The minimum lot setbacks remain as follows: Front: 20 feet, Rear: 25 feet, and Side: 7.5 feet. These dimensions comply with previously approved plans and are similar to surrounding lots. Although the front setback was previously justified by the rear access alleys. Twenty-foot front setbacks are the minimum previously permitted for lots with front facing garages.

B. Number of Lots

There are currently 104 lots approved east of Lanes Run Creek within the Village at Lanes Run Phase 3, Section 1. Approval of the lots as shown in Phase 3, Section 2 would bring the total to 243. This is six lots above the maximum allowable dwelling units previously approved. The total number of lots would be eighteen (18) above what was approved overall including all phases to date. The 496 lots approved by the original zoning in 2000 is maximum number of lots permitted overall based on the densities permitted in the R-1C District. Any additional lots approved in this area would need to be made up by reductions in future phases.

Phase 3, Section 2 will fill in the remainder of the lots east of Lanes Run in the main body of the subdivision. Because of the connectivity between the Village at Lanes Run and Rocky Creek subdivision, Staff finds the

proposed lots and vehicle access to be sufficient as long as the proposed connections are made during the construction process.

C. Alley Removal:

As part of this Amended Preliminary Subdivision Plat, the Applicant intends to remove all proposed private alleys (shown and approved in PSP-2004-26) on all lots within Phase 3, Section 2. There was no previous condition that the applicant must follow the TND pattern of development. Although Staff would prefer to have seen all alleys remain as part of the TND which is integral to creating walkable, pedestrian friendly neighborhoods, because of the previous decision to remove the proposed alleys in Phase 2, Section 1 (PSP-2010-22), Phase 2, Section 2 (PSP-2013-20), and Phase 1, Section 2 (FSP-2013-28), the same proposal in this case makes sense contextually.

The applicant should continue to follow all other previous conditions of approval, including a minimum 20 ft front setback on all properties without rear garage/alley access.

D. Tree Preservation / Open Space:

The original Preliminary Subdivision Plat approval shows 20.25 acres of open space for the entire Village at Lanes Run subdivision. A condition of approval from PSP-2004-26 is "Preserving the existing tree lines, where possible, to minimize the visual impact of this or any portion of this development." Tree lines are for the most part being protected only along Lanes Run Creek and in the floodplain areas.

The amendment to the open space in Phase 3, Section 2, which proposes to remove the linear park, and replace it with three open space areas or pocket parks spread out throughout the subdivision is supported by staff. The previous layout was predicated on the rear access alleys and with the removal of the alleys a new open space layout is inevitable. Planning staff has worked with the developer to improve the open space access from the first iteration of the plan. Over two acres of open space is being proposed.

The applicant is showing the required buffer along Old Oxford Road for the double frontage lots. There are numerous easements and utilities in the ground along Old Oxford Road, so the depth of some of the lots along Old Oxford may make it difficult to get these buffer plantings installed in an effective way. The applicant will be required to provide this buffer and staff will not support a variance based on lot depth. An additional planted buffer is shown along Old Oxford subdivision to the north.

Road Improvements:

The applicant is proposing a new second entrance to Old Oxford Road east of Lanes Run Creek. The applicant will be responsible for completing all improvements at the new entrance including turn lanes and widening of Old Oxford Road to 11' from centerline along the frontage of the lots.

RECOMMENDATION:

Staff recommends **Approval** of the Amended Preliminary Subdivision Plat for Phase 3, Section 2. The proposed amendments are generally supportable. Staff would recommend the following conditions:

1. All applicable requirements from the previous approval (PSP-2004-26).
2. Provide a minimum of 2-acres of open space/park area distributed throughout phase 3, section 2, with a minimum of 100-feet of road frontage each.

3. Provide Landscape buffer along Old Oxford Road. The Planning Commission staff will not support future variances on the lots along Old Oxford Road using the lot depth and landscape buffer as justification.
4. Approval of an Amended Subdivision Plat for Phase 3, Section 2 will affect the number of lots permitted and approved in future sections. The number of lots approved overall on the farm remains 496 based on the permitted R-1C maximum density.
5. The minimum front yard setback is 20 feet. The minimum rear yard setback is 25 feet. The minimum side yard setback is 7.5 feet. The minimum lot size is 6500 square feet.
6. The subdivision shall comply with the Georgetown Stormwater Manual.
7. Prior to any construction or grading, the applicant shall meet with the Planning Commission Engineer and the Development Inspector to review construction policies and establish inspection schedules.
8. There shall be no grading or construction on the site until Construction Plans have been reviewed and approved by the Planning Commission staff.
9. Any revisions or amendments to the approved Preliminary Plat must be reviewed and approved by the Planning Commission staff (minor) or by the Planning Commission (major).
10. Provide the City Engineer and Planning Commission Engineer a copy of the updated Lanes Run Basin Drainage study.
11. All applicable requirements of the *Zoning Ordinance* and *Subdivision & Development Regulations*.
12. Prior to (as part of) the Final Plat approval, the applicant shall provide the Planning Commission staff (GIS division) with a digital copy of the approved plan.

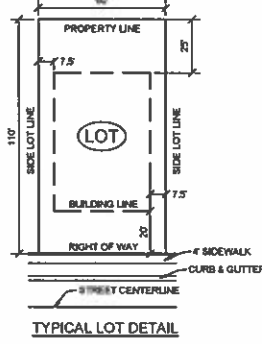


SITE STATISTICS:
 TOTAL AREA: 37.23 ACRES
 AREA IN ROW: 8.38 ACRES
 AREA IN OPEN SPACE: 2.24 ACRES
 NO. OF LOTS: 138
 L.F. OF STREET: 6640 L.F.
 ZONING: R-1C PUD
 TYP. LOT SIZE: (80X110) 8800 S.F.
 TYP. LOT FRONTAGE: 80 L.F.
 DENSITY: 3.81 LOTS / ACRE

ZONE R-1C (PUD) REQUIREMENTS
 MINIMUM LOT SIZE: 8,500 S.F.
 MINIMUM LOT WIDTH: 80 FT.
 MINIMUM FRONT YARD: 20 FT.
 MINIMUM SIDE YARD: 25 FT.
 MINIMUM REAR YARD: 30 FT.
 MAXIMUM HEIGHT OF BUILDING: 30 FT.
 THE SMALLEST LOT IS 8 89 AT 8500.0 S.F.

PURPOSE OF PLAT AMENDMENT
 THE PURPOSE OF THIS AMENDMENT IS TO DEPICT THE PROPOSED STREET AND LOT LAYOUT OF THE SUBJECT 37.23 ACRE PARCEL.

TREE CANOPY
 APPROXIMATE EXISTING TREE CANOPY: 0.87 AC
 PROPOSED NEW TREE CANOPY: 5.58 AC (15% OF AREA)
 ALL NEW TREES SHALL BE PLANTED IN THE PROPOSED LANDSCAPE BUFFERS AND THRESHOLD (OUT PROPERTY)



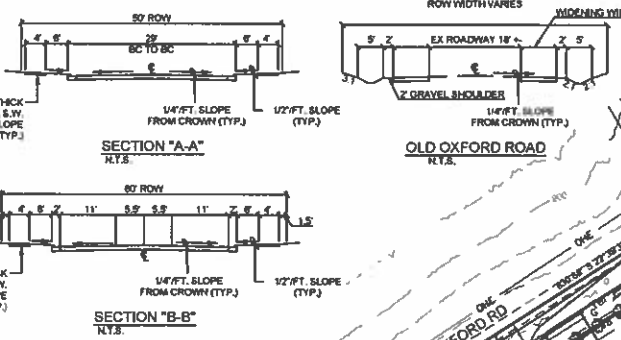
LINE TABLE

LINE #	DISTANCE	BEARING
L1	67.33	S54°17'34.61\"W
L2	51.55	S50°09'34.61\"W
L3	56.80	S30°20'34.61\"W
L4	51.78	S28°20'34.61\"W
L5	73.62	S21°24'34.61\"W
L6	64.46	S19°20'34.61\"W
L7	77.08	S8°43'34.61\"W
L8	56.47	S4°49'34.61\"W
L9	49.82	N22°24'34.61\"E
L10	74.01	S20°51'08.00\"E
L11	31.98	S18°22'43.04\"E
L12	70.61	S18°28'17.67\"E
L13	74.26	S18°19'40.33\"E
L14	50.00	S18°50'46.88\"E
L15	71.20	S50°17'22.27\"W
L16	59.50	S34°50'25.37\"E
L17	97.20	S34°50'25.37\"E
L18	30.01	S34°50'25.38\"E
L19	15.47	N54°54'45.46\"E

CURVE TABLE

CURVE #	LENGTH	RADIUS	DELTA	CHORD
C1	67.38	152.00	025°23'32"	618°09'20\"E 88.81
C2	63.86	95.00	087°48'04"	S18°02'02\"E 82.86
C3	124.49	448.00	019°59'19"	S11°28'14\"E 124.08
C4	104.37	448.00	012°37'37"	S28°40'08\"E 101.18
C5	36.24	65.00	031°39'38"	S50°57'45\"E 35.77

LOT #	AREA (SF)	AREA (AC)	LOT #	AREA (SF)	AREA (AC)	LOT #	AREA (SF)	AREA (AC)	LOT #	AREA (SF)	AREA (AC)
1	1087	0.25	31	8704	0.15	61	8854	0.18	81	7200	0.17
2	1750	0.18	32	8708	0.18	62	8861	0.18	82	7200	0.17
3	1750	0.18	33	8704	0.18	63	8777	0.18	83	7200	0.17
4	1724	0.17	34	8708	0.18	64	8798	0.20	84	8020	0.19
5	8940	0.19	35	7171	0.15	65	7288	0.17	85	14780	0.34
6	1691	0.17	36	7987	0.20	66	7288	0.17	86	14418	0.33
7	7413	0.17	37	15019	0.34	67	7265	0.17	87	8847	0.20
8	1705	0.17	38	13802	0.30	68	7081	0.16	88	8632	0.19
9	7538	0.17	39	15384	0.35	69	8500	0.19	89	8500	0.19
10	1793	0.17	40	8183	0.19	70	8000	0.19	90	8500	0.19
11	18225	0.24	41	7150	0.16	71	8000	0.19	91	8500	0.19
12	4480	0.10	42	7150	0.16	72	8000	0.19	92	7981	0.17
13	8463	0.20	43	8965	0.20	73	8667	0.19	93	1000	0.23
14	7962	0.17	44	10819	0.25	74	8787	0.18	94	8206	0.18
15	7024	0.16	45	10119	0.23	75	7124	0.16	95	7266	0.17
16	8148	0.18	46	8327	0.20	76	7200	0.17	96	7241	0.17
17	8000	0.22	47	7705	0.18	77	7325	0.17	97	7341	0.17
18	12183	0.28	48	8472	0.19	78	7419	0.17	98	7419	0.17
19	8845	0.18	49	8108	0.19	79	8378	0.19	99	7266	0.17
20	8261	0.18	50	8262	0.19	80	8467	0.19	100	8713	0.19
21	8660	0.18	51	8830	0.19	81	8821	0.20	101	7788	0.18
22	8050	0.18	52	8874	0.19	82	7700	0.18	102	7744	0.18
23	8000	0.18	53	8888	0.19	83	7723	0.18	103	7718	0.18
24	8000	0.18	54	8865	0.19	84	7770	0.18	104	8738	0.19
25	8000	0.18	55	8846	0.19	85	7817	0.18	105	7413	0.17
26	8840	0.18	56	8828	0.19	86	7860	0.18	106	7381	0.17
27	8841	0.18	57	8807	0.19	87	10807	0.24	107	7352	0.17
28	8044	0.18	58	8811	0.19	88	10846	0.24	108	7387	0.17
29	8227	0.18	59	8807	0.19	89	88128	0.37	109	7415	0.17
30	8724	0.19	60	8840	0.18	90	8920	0.21	110	8189	0.19

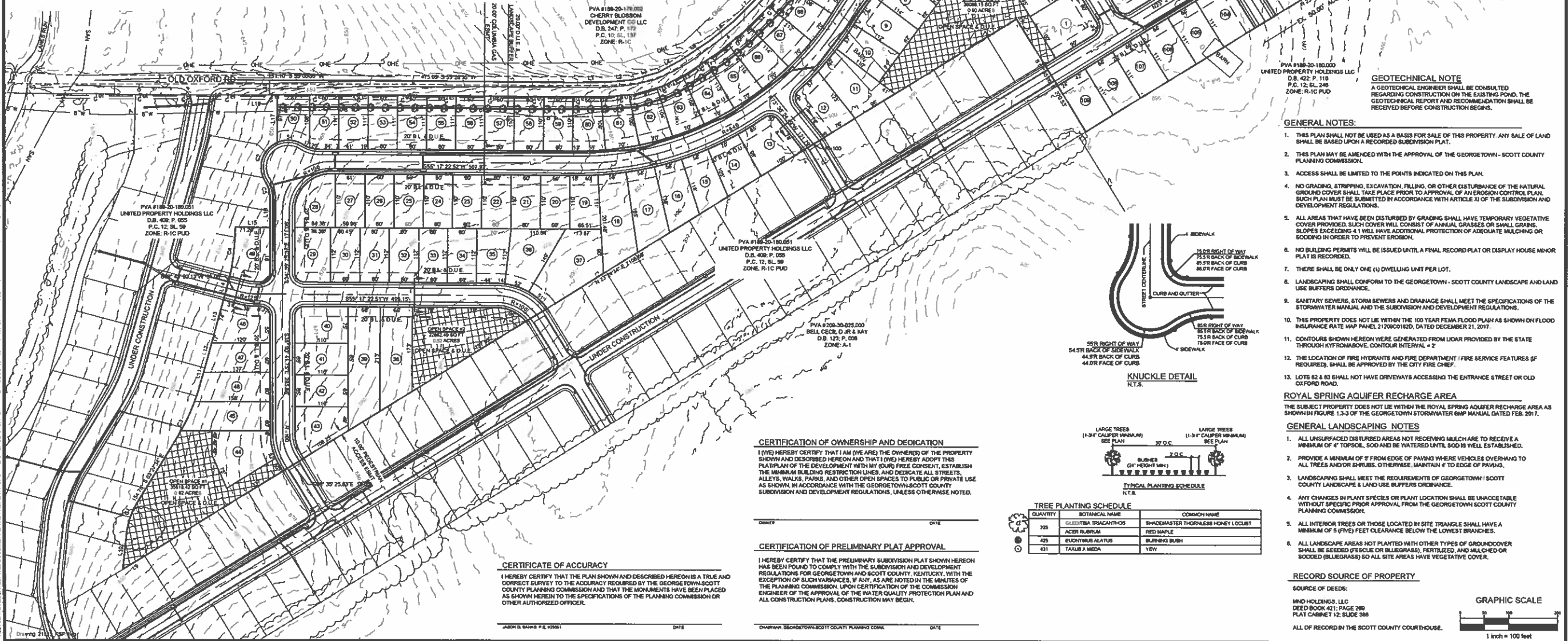


SECTION "A-A" N.T.S.

SECTION "B-B" N.T.S.

CURVE TABLE

CURVE #	LENGTH	RADIUS	DELTA	CHORD
C1	67.38	152.00	025°23'32"	618°09'20\"E 88.81
C2	63.86	95.00	087°48'04"	S18°02'02\"E 82.86
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C4	104.37	448.00	012°37'37"	S28°40'08\"E 101.18
C5	36.24	65.00	031°39'38"	S50°57'45\"E 35.77



GEOTECHNICAL NOTE
 A GEOTECHNICAL ENGINEER SHALL BE CONSULTED REGARDING CONSTRUCTION ON THE EXISTING POND. THE GEOTECHNICAL REPORT AND RECOMMENDATION SHALL BE RECEIVED BEFORE CONSTRUCTION BEGINS.

GENERAL NOTES:

- THIS PLAN SHALL NOT BE USED AS A BASIS FOR SALE OF THIS PROPERTY. ANY SALE OF LAND SHALL BE BASED UPON A RECORDED SUBDIVISION PLAT.
- THIS PLAN MAY BE AMENDED WITH THE APPROVAL OF THE GEORGETOWN - SCOTT COUNTY PLANNING COMMISSION.
- ACCESS SHALL BE LIMITED TO THE POINTS INDICATED ON THIS PLAN.
- NO GRADING, STRIPPING, EXCAVATION, FILLING, OR OTHER DISTURBANCE OF THE NATURAL GROUND COVER SHALL TAKE PLACE PRIOR TO APPROVAL OF AN EROSION CONTROL PLAN. SUCH PLAN MUST BE SUBMITTED IN ACCORDANCE WITH ARTICLE XI OF THE SUBDIVISION AND DEVELOPMENT REGULATIONS.
- ALL AREAS THAT HAVE BEEN DISTURBED BY GRADING SHALL HAVE TEMPORARY VEGETATIVE COVER PROVIDED. SUCH COVER WILL CONSIST OF ANNUAL GRASSES OR SMALL GRAINS. SLOPES EXCEEDING 4:1 WILL HAVE ADDITIONAL PROTECTION OF ABSOLUTE MULCHING OR SOGDING IN ORDER TO PREVENT EROSION.
- NO BUILDING PERMITS WILL BE ISSUED UNTIL A FINAL RECORD PLAT OR DISPLAY HOUSE MINOR PLAT IS RECORDED.
- THERE SHALL BE ONLY ONE (1) DWELLING UNIT PER LOT.
- LANDSCAPING SHALL CONFORM TO THE GEORGETOWN - SCOTT COUNTY LANDSCAPE AND LAND USE BUFFERS ORDINANCE.
- SANITARY SEWERS, STORM SEWERS AND DRAINAGE SHALL MEET THE SPECIFICATIONS OF THE STORMWATER MANUAL AND THE SUBDIVISION AND DEVELOPMENT REGULATIONS.
- THIS PROPERTY DOES NOT LIE WITHIN THE 100 YEAR FEMA FLOOD PLAIN AS SHOWN ON FLOOD INSURANCE RATE MAP PLAN 21290C0182D, DATED DECEMBER 21, 2017.
- THE LOCATION OF FIRE HYDRANTS AND FIRE DEPARTMENT / FIRE SERVICE FEATURES (IF REQUIRED), SHALL BE APPROVED BY THE CITY FIRE CHIEF.
- LOTS 82 & 83 SHALL NOT HAVE DRIVEWAYS ACCESSING THE ENTRANCE STREET OR OLD OXFORD ROAD.

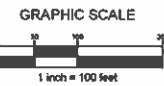
ROYAL SPRING AQUIFER RECHARGE AREA
 THE SUBJECT PROPERTY DOES NOT LIE WITHIN THE ROYAL SPRING AQUIFER RECHARGE AREA AS SHOWN IN FIGURE 1.3.3 OF THE GEORGETOWN STORMWATER GMP MANUAL, DATED FEB. 2017.

GENERAL LANDSCAPING NOTES

- ALL UNSURFACED DISTURBED AREAS NOT RECEIVING MULCH ARE TO RECEIVE A MINIMUM OF 4" TOPSOIL, SOIL AND BE WATERED UNTIL SOIL IS WELL ESTABLISHED.
- PROVIDE A MINIMUM OF 5' FROM EDGE OF PAVING WHERE VEHICLES OVERHANG TO ALL TREES AND/OR SHRUBS. OTHERWISE, MAINTAIN 4" TO EDGE OF PAVING.
- LANDSCAPING SHALL MEET THE REQUIREMENTS OF GEORGETOWN / SCOTT COUNTY LANDSCAPE & LAND USE BUFFERS ORDINANCE.
- ANY CHANGES IN PLANT SPECIES OR PLANT LOCATION SHALL BE UNACCEPTABLE WITHOUT SPECIFIC PRIOR APPROVAL FROM THE GEORGETOWN SCOTT COUNTY PLANNING COMMISSION.
- ALL INTERIOR TREES OR THOSE LOCATED IN SITE TRIANGLE SHALL HAVE A MINIMUM OF 5 FEET CLEARANCE BELOW THE LOWEST BRANCHES.
- ALL LANDSCAPE AREAS NOT PLANTED WITH OTHER TYPES OF GROUND COVER SHALL BE SEEDED (FESCUE OR BLUEGRASS), FERTILIZED, AND MULCHED OR SOGDING (BULGARIANS) SO ALL SITE AREAS HAVE VEGETATIVE COVER.

RECORD SOURCE OF PROPERTY

SOURCE OF DEEDS:
 MND HOLDINGS, LLC
 DEED BOOK 421, PAGE 280
 PLAT CABINET 12, BLDGE 388
 ALL OF RECORD IN THE SCOTT COUNTY COURTHOUSE.



CERTIFICATION OF OWNERSHIP AND DEDICATION
 I (WE) HEREBY CERTIFY THAT I AM (WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY ADOPT THIS PLAT PLAN OF THE DEVELOPMENT WITH MY (OUR) FREE CONSENT, ESTABLISH THE MINIMUM BUILDING RESTRICTION LINES, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS SHOWN, IN ACCORDANCE WITH THE GEORGETOWN-SCOTT COUNTY SUBDIVISION AND DEVELOPMENT REGULATIONS, UNLESS OTHERWISE NOTED.

CERTIFICATION OF PRELIMINARY PLAT APPROVAL
 I HEREBY CERTIFY THAT THE PRELIMINARY SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION AND DEVELOPMENT REGULATIONS FOR GEORGETOWN AND SCOTT COUNTY, KENTUCKY, WITH THE EXCEPTION OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE MINUTES OF THE PLANNING COMMISSION. UPON CERTIFICATION OF THE COMMISSION ENGINEER OF THE APPROVAL OF THE WATER QUALITY PROTECTION PLAN AND ALL CONSTRUCTION PLANS, CONSTRUCTION MAY BEGIN.

CERTIFICATE OF ACCURACY
 I HEREBY CERTIFY THAT THE PLAN SHOWN AND DESCRIBED HEREON IS A TRUE AND CORRECT SURVEY TO THE ACCURACY REQUIRED BY THE GEORGETOWN-SCOTT COUNTY PLANNING COMMISSION AND THAT THE MONUMENTS HAVE BEEN PLACED AS SHOWN HEREIN TO THE SPECIFICATIONS OF THE PLANNING COMMISSION OR OTHER AUTHORIZED OFFICER.

PRELIMINARY
 NOT FOR CONSTRUCTION

OWNER
 MND HOLDINGS, LLC
 532 WELLINGTON WAY
 LEWISTON, KY 40003
 DEVELOPER
 BRIGGS COMMERCIAL
 CONSTRUCTION, LLC
 101 N. MAIN ST. SUITE 310
 LEWISTON, KY 40015

VILLAGE AT LANES RUN
 PHASE 3 SECTION 2
 OLD OXFORD RD, GEORGETOWN, SCOTT COUNTY, KY
 AMENDED PRELIMINARY SUBDIVISION PLAT

BANKS
 1211 JESSAMINE STATION, INDIANAPOLIS, IN 46202 | BANKSENGINEERING.NET

DATE	JULY 23, 2021
SHEET	PSP
JOB #	21033
DRAWN	ADSK-JH
CHECKED	JDB
REVISION	1
REVISION	2
REVISION	3
REVISION	4
REVISION	5

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**FAIRFIELD FARM PROPERTY
FINAL SUBDIVISION PLAT**

**Staff Report to the Georgetown-Scott County Planning Commission
August 12, 2021**

FILE NUMBER: FSP-2021-25

PROPOSAL: Final Subdivision Plat to subdivide an existing lot into three (3) lots in Fairfield Farms subdivision.

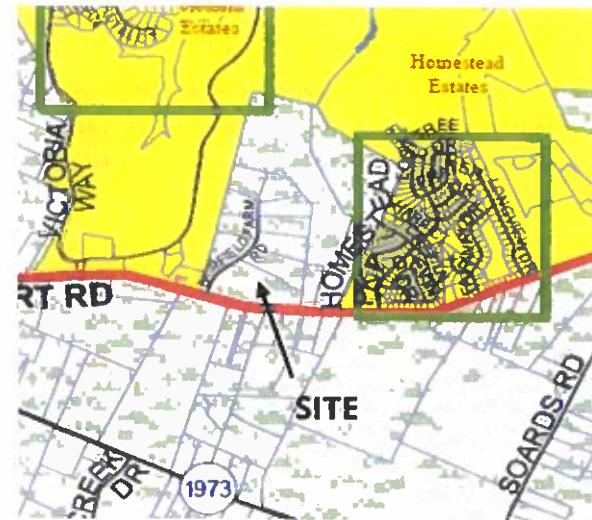
LOCATION: 3684 Frankfort Road

OWNER: Laura and Gordon Guthrie

CONSULTANT: Ron Willhoit, PLS

STATISTICS:

Zone	A-1 (Agricultural)
Surrounding Zone(s)	A-1
Site Acreage	Total: 21.54 acres (6.270 acres, 6.271 acres, 9.003 remainder)
Access	Frankfort Road (US-460) and Fairfield Farm Road (private)
Variations/Waivers	None



BACKGROUND:

The application before the Planning Commission is an Amended Final Subdivision Plat to subdivide an existing 21.54 acre tract (Tract 10 in Fairfield Farm subdivision) into three (3) lots. The two (5+ acre) new lots will have access from Fairfield Farm Road, leaving a remainder of 9.003 acres with an existing home and barn that will continue to utilize an existing entrance on US 460 for its access.

Plat Review:

Tract 10 was a larger lot platted in Fairfield Road subdivision on either side of the main entrance with approximately 1,550 feet of frontage on US 460. The original lot included an existing home, detached garage and barn on the far east side of the lot. There is a large area of closed contour in the center of the new proposed lots 10C and 10D, but there appears to be enough buildable area remaining outside the depressed area on the lots. Fairfield Farm was approved in 2005 with the condition that any further subdivision of tract 10 shall be accessed from internal roads only. No access to US 460 is permitted. The remnant created on the west side of Fairfield Farms Road will remain unbuildable unless joined to abutting property to increase its size to a minimum of 5-acres.

The proposed new lots 10-B, 10-C and 10-D meet the minimum width, size and setbacks for the A-1 District. Access to Lot 10-B is from an existing entrance on US 460 and Tracts 10-C, 10-D and Parcel A will be accessed from Fairfield Farm Road. No direct access is proposed from US 460.

Fairfield Farm Road:

Tracts 10C & 10D will each have their own driveway from Fairfield Farm Road which is a private road. The responsibility for the maintenance of Fairfield Farm Road remains with the property owners in the subdivision through the HOA. The road and right-of-way width meet the minimum county standards, but the road is currently in such poor condition that it is unlikely the county would take it over until repaired. Even with repairs, the county is under no obligation to take over maintenance.

The question for the Planning Commission to consider is would it be beneficial to approve additional lots with direct access to a private road that is in substandard condition? These proposed new lots will be responsible for the proportional maintenance cost of the private road and should be added to the HOA. The remainder tract 10B has an existing house and outbuildings and will continue to utilize the existing entrance from US 460.

Fairfield Farm Road has some areas that are in major need of repair, remains private and has been in use for 15 years. Until such time as the street is accepted for public maintenance, it shall be maintained by the property owners using the road. If approved, the proposed lots should be required to join the existing HOA at the time of platting.

RECOMMENDATION:

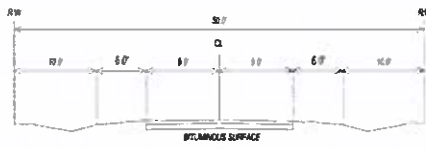
Staff recommends **approval** of the Final Subdivision Plat. Staff recommends including the following conditions of approval:

Conditions of Approval:

1. All applicable requirements of the *Zoning Ordinance* and *Subdivision & Development Regulations*.
2. Any revisions or amendments to the approved Preliminary Subdivision Plat shall be reviewed and approved by the Planning Commission staff (minor) or by the Planning Commission (major).
3. Prior to (as part of) the Final Subdivision Plat approval, the applicant shall provide the Planning Commission staff (GIS division) with a digital copy of the approved plat.
4. The new tracts 10C, 10D and Parcel A shall have access from Fairfield Farm Road and shall be included in the existing HOA to provide for continuity of development and future maintenance of the private street.
5. The karst depression areas shall be shown on the final subdivision plat on Tract 10B and 10C and be labelled as unbuildable until further geotechnical study of their suitability for building is provided.



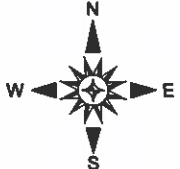
Latitude Location for P.O.B. Reference is 38°12'21.1901"N Longitude Location is 84°40'34.8958"W GRID is NAD83
 Theta: 0°39'33" Grid FACTOR 0.999921427



FAIRFIELD FARM ROAD SECTION
 N.T.S.
 Source: Typical Cross Section - Plat Cabinet 9 Slide 171



U.S. HWY 460 (FRANKFORT PIKE)
 N.T.S.
 Source: KYTC State Project 105-134-1 Plan Sheet - Year 1939



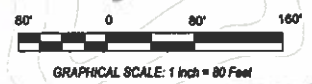
GRID NORTH
 ESTABLISHED BY KY STATE PLANE
 COORDINATES
 KY NORTH ZONE - GEOID 12
 MAGNETIC DECLINATION: 8°50.16' WEST
 GRID DECLINATION: 7°16.42' WEST
 Convergence Angle: 1°28.28' EAST
 IGRF - 10 (2019) MODEL

CURVE	BEARING	HORIZ DIST	RADIUS	ARC	DELTA	TANGENT
C1	S43°18'35"W	173.82'	575.00'	174.49'	17°23'12"	87.92'
C2	S24°38'27"W	198.87'	575.00'	199.88'	19°53'48"	100.85'
C3	S1°20'27"W	37.93'	75.00'	38.35'	29°17'40"	18.60'
C4	S1°34'07"W	64.18'	125.00'	64.91'	29°45'04"	33.20'

LINE	BEARING	HORIZ DIST
L1	S22°15'30"W	23.16'
L2	S9°35'59"W	18.73'
L3	S74°41'20"E	72.76'
L4	S17°38'16"W	20.82'

LEGEND

- Angle/Meander Point
- ⊗ 1/2" Rebar (Found) with Surveyor's I.D. Cap Stamped TEI 2402 - Grant Combs washer stamped Willhoit 3004
- ⊙ MAG Nail (Set) with Surveyor's I.D. Cap Stamped Willhoit 3004
- 1/2" X 18" Rebar (Set) with Surveyor's I.D. Cap Stamped Willhoit 3004 - Orange
- 1/2" X 18" Rebar (Set) with Surveyor's I.D. Cap Stamped Willhoit 3004 - Orange with GNSS
- ⊠ WATER - AIR VALUE
- ⊠ WATER VALUE
- ⊠ WATER METER
- ⊠ UTILITY EASEMENT
- ⊠ BOUNDARY (THIS SURVEY)
- ⊠ BUILDING SETBACK
- ⊠ UTILITY EASEMENT
- ⊠ FENCE WOOD - PLANK
- ⊠ WATER LINE
- ⊠ ADJOINERS (BY DEED)
- ⊠ DEPRESSED AREA
- ⊠ SINKHOLE AREA



**MINOR SUBDIVISION AND RETRACEMENT BOUNDARY OF:
 TRACT 10
 FAIRFIELD FARM SUBDIVISION
 U.S. HIGHWAY 460
 FRANKFORT PIKE
 GEORGETOWN, SCOTT CO. KY.**

NOTES:

1. SOURCE OF TITLE FOR HOBSON PROPERTIES, LLC IS DEED BOOK 289 PG 475
2. THE REFERENCE BASIS OF BEARING FOR HORIZONTAL CONTROL AND DIRECTIONS ON THIS SURVEY WAS GPS GRID ENHANCED USING A HEMISPHERE S321 GNSS RECEIVER (SERIAL # 1803088) UTILIZING THE KENTUCKY COORDS NETWORK. RTK CORRECTIONS WERE RECEIVED VIA A VERICON NTRIP MODEM. THE TYPE OF SURVEY WAS A VRS REAL TIME NETWORK UTILIZING FIELD GENIUS SOFTWARE TIME FIXED SOLUTIONS. OPERATED BY KY COORDS AND KY DOT.
3. IN PROVIDING THIS BOUNDARY SURVEY NO ATTEMPT HAS BEEN MADE TO OBTAIN OR SHOW DATA CONCERNING EXISTENCE, SIZE, DEPTH, CONDITION, CAPACITY OR LOCATION OF ANY UTILITY EXISTING ON SITE, WHETHER PRIVATE, MUNICIPAL OR PUBLIC OWNED.
4. ALL MONUMENTS FOUND ESTABLISHED BY GPS - FIXED POSITION WITHIN 0.10' USING FIELD GENIUS 10+ SOFTWARE USING A HEMISPHERE BASEROVERER GNSS - AND/OR NTRIP VRS RTKMS NETWORK - KY DOT AS BASE
5. PROPERTY SHOWN IS SUBJECT TO THOSE RESTRICTIONS SET FORTH BY THE GEORGETOWN-SCOTT COUNTY PLANNING COMMISSION (IF ANY) FOR ITS RESPECTIVE ZONE
6. BOUNDARY SURVEY FINISHED JUNE 18, 2021 WITH ADJUSTMENTS FOR CLOSURE BY (IF ANY) CRANDALL RULE, ACCURACY AND PRECISION OF SAID SURVEY MEETS ALL SPECIFICATIONS OF THIS RURAL CLASS.
7. BUILDINGS, ROADS, PONDS, AND OTHER TOPOGRAPHIC INFORMATION MAY BE BASED ON AERIAL IMAGERY.
8. THIS PROPERTY IS NOT IN A DESIGNATED FLOOD HAZARD AREA PER FEMA (FEDERAL EMERGENCY MANAGEMENT AGENCY) MAP: 21080C0115D EFFECTIVE DATE 1/21/2011 - ZONE "X" - OUTSIDE 0.2% ANNUAL CHARGE OF FLOOD
9. SURVEY SHOWN HEREON WAS PERFORMED BY ME FROM EVIDENCE FOUND IN RECORD AND IN THE FIELD BY METHOD OF RANDOM TRAVERSE USING A TOPCON GTS-4034 TOTAL STATION. THE UNADJUSTED MATHEMATICAL ERROR OF CLOSURE WAS 1:31,349 AND THE BEARING AND DISTANCE HAVE BEEN ADJUSTED FOR CLOSURE USING GNSS CONTROL ESTABLISHED IN THE FIELD. MONUMENTS SET USING GNSS ARE LABELED WITH AN ASTERISK (*)
10. THE ORIGINAL FINAL SUBDIVISION FOR FAIRFIELD FARMS OF RECORD IN PLAT CABINET 9, SLIDE 213 AND WAS AMENDMENT AND OF RECORD IN PLAT CABINET 9 SLIDE 171, ON SEPTEMBER 28, 2006. TRACT 10 OF SAID SUBDIVISION AS RECORDED ERRED IN CLOSURE BY 10.84 FEET - EVIDENCE FOUND IN FIELD AND OF RECORD WAS USED FOR RETRACEMENT BOUNDARY SURVEY.
11. NO TRACTS SHALL HAVE DIRECT ACCESS TO U.S. HWY. 460, EXCEPT EXISTING ACCESS AS SHOWN ON TRACT 10 B.
12. ANY FURTHER SUBDIVISION OF THESE TRACTS REQUIRES APPROVAL FROM THE GEORGETOWN SCOTT COUNTY PLANNING COMMISSION.
13. ORIGINAL FINAL SUBDIVISION PLAT OF FAIRFIELD FARM - SEE PLAT CABINET 8 SLIDE 213 - SEE PLAT CABINET 9 SLIDE 171 FOR AMENDMENT FINAL SUBDIVISION PLAT OF FAIRFIELD FARM.
14. THERE IS A COLUMBIA GAS MAIN ALONG KENTUCKY HIGHWAY 460. IT MAY BE ABLE TO SERVE IF FEASIBLE.

OWNER'S CERTIFICATE

I (WE) CERTIFY THAT I (AM WE ARE) THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON AND THAT I (WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR) FREE CONSENT, ESTABLISH THE MINIMUM BUILDING RESTRICTION LINES, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, AND OTHER OPEN SPACES TO PUBLIC OR PRIVATE USE AS NOTED.

DATE: 7-28-21
 OWNER: Laura Guthrie
 OWNER:

PARCEL "A" NOTE:
 PARCEL "A" is a Non-Building (Residential) Lot that can only be transferred to TRACT 10 for the adjoining property to the west.

SURVEYOR'S CERTIFICATE

I HEREBY CERTIFY THAT THE SURVEY DEPICTED BY THIS PLAT WAS DONE BY ME, USING APPROPRIATE GPS METHODS FOR MEASURING RECOVERED MONUMENTS AND ESTABLISHED SURVEY CONTROL. THE RELATIVE POSITIONAL ACCURACY WAS ± 0.10' ± 200 PPM OR GREATER. THE SURVEY AS SHOWN HEREON IS A RURAL SURVEY AND THE ACCURACY AND PRECISION OF SAID SURVEY MEETS ALL SPECIFICATIONS OF THIS CLASS. THE REFERENCE MERIDIAN BASIS FOR DIRECTIONS ON THIS SURVEY WAS GPS ENHANCED USING HEMISPHERE S321 GNSS (SERIAL # 1803088) RECEIVER.

DATE: 7/21/2021
 RONALD F. WILLHOIT, PLS 3004
 307 HAWAIIA TRAIL
 FRANKFORT, KY. 40601
 502-330-1367

HEALTH DEPARTMENT CERTIFICATE

I CERTIFY THAT THE SEWER TREATMENT SYSTEM INSTALLED OR PROPOSED FOR INSTALLATION ON THIS PROPERTY FULLY MEETS THE KENTUCKY CABINET FOR HUMAN RESOURCES SPECIFICATIONS AND REQUIREMENTS AND IS HEREBY APPROVED.

DATE: 20
 AUTHORIZED REPRESENTATIVE:

CERTIFICATION OF AVAILABILITY OF UTILITY SERVICES

I HEREBY CERTIFY THAT KENTUCKY UTILITIES AND BELL SOUTH SHALL SUPPLY THE FAIRFIELD FARM TRACT 10 MINOR SUBDIVISION WITH ELECTRIC/TELEPHONE SERVICES AND THAT THE PROPOSED UTILITY EASEMENTS OF SAID DEVELOPMENT MEET THE REQUIREMENTS OF THIS AGENCY AND ALL OTHER APPLICABLE REQUIREMENTS.

COMPANY REPRESENTATIVE: KENTUCKY UTILITIES

CERTIFICATION OF PROVISION OF WATER SERVICE

I HEREBY CERTIFY THAT GEORGETOWN MUNICIPAL WATER & SEWER SERVICE (GWSS), BY AND THROUGH THE CITY OF GEORGETOWN, KY, HAS FACILITIES WITHIN THE WATER DISTRIBUTION SYSTEM TO SUPPLY THE PROPERTY LOCATED AT 3671 FRANKFORT ROAD (FAIRFIELD FARM TRACT 10) WITH WATER SERVICE. PROVISION OF DEVELOPMENT, CONSTRUCTION, AND SERVICE IS CONTINGENT UPON THE DEVELOPER OBTAINING A CURRENT APPROVED AVAILABILITY OF CAPACITY REQUEST FROM THE GWSS BOARD OF COMMISSIONERS, AND GWSS REVIEW AND APPROVAL OF ALL PLANS AND SPECIFICATIONS FOR REQUIRED ON-SITE AND OFF-SITE IMPROVEMENTS INCLUDING BUT NOT LIMITED TO WATER LINES, ELEVATED STORAGE TANKS, BOOSTER PUMP STATIONS, AND RELATED APPURTENANCES FOR THE PROPOSED SYSTEM. CONSTRUCTION OF THE PROPOSED WATER DISTRIBUTION SYSTEM SHALL BE AT THE COST OF THE DEVELOPER WITHOUT REIMBURSEMENT BY GWSS AND CONSTRUCTED ACCORDING TO GWSS AND KENTUCKY DIVISION OF WATER APPROVED PLANS AND SPECIFICATIONS. EASEMENTS REQUIRED FOR THE PROPOSED WATER DISTRIBUTION SYSTEM SHALL BE ACQUIRED BY THE DEVELOPER AND DEDICATED TO GWSS.

GENERAL MANAGER: OWNER: DATE:

CERTIFICATE OF ACCURACY

I CERTIFY THAT THE PLAN SHOWN AND DESCRIBED HEREON IS TRUE AND CORRECT SURVEY TO THE ACCURACY REQUIRED BY THE GEORGETOWN-SCOTT COUNTY PLANNING COMMISSION AND THE MONUMENTS HAVE BEEN PLACED AS SHOWN HEREON TO THE SPECIFICATIONS OF THE PLANNING COMMISSION OR OTHER AUTHORIZED OFFICER.

DATE: 7/21/21
 SURVEYOR: Ronald F. Willhoit

CERTIFICATION OF UTILITY EASEMENT DESCRIPTION

EASEMENTS GRANT AND CONVEY TO THE KENTUCKY UTILITY COMPANY, SOUTH CENTRAL BELL, GEORGETOWN MUNICIPAL WATER & SEWER SERVICE (GMWSS), THEIR SUCCESSORS, ASSIGNS, AND LESSEES, THE RIGHT TO TRIM OR REMOVE ANY AND ALL TREES, STRUCTURES AND OBSTACLES LOCATED ON THE EASEMENTS OR IN SUCH PROXIMITY THERETO THAT IN FALLING THEY MIGHT INTERFERE WITH OPERATION AND MAINTENANCE OF SAID FACILITY. NO BUILDING OR OTHER STRUCTURE SHALL BE ERRECTED, AND NO LANDFILL OR EXCAVATION OR OTHER CHANGE OF GRADE SHALL BE PERFORMED, UPON THE SAID EASEMENT AFTER INSTALLATION OF FACILITIES. THE RIGHT OF INGRESS AND EGRESS IS HEREBY GRANTED TO USERS OF THE UTILITY EASEMENT AS REQUIRED TO CONSTRUCT, OPERATE, MAINTAIN AND REINFORCE FACILITIES WITHIN SAID EASEMENT. ALL LOTS LINES NOT HAVING AN EASEMENT INDICATED WILL HAVE EASEMENTS ON THEM.

OWNER: DATE:

CERTIFICATION OF THE APPROVAL OF PRIVATE SEWERAGE SYSTEMS

I HEREBY CERTIFY THAT THE PRIVATE SEWAGE DISPOSAL SYSTEM INSTALLED, OR PROPOSED TO BE INSTALLED IN THE DEVELOPMENT ENTITLED: TRACT 10 - FAIRFIELD FARM MINOR SUBDIVISION FULLY MEETS THE REQUIREMENTS OF THE KENTUCKY STATE HEALTH DEPARTMENT AND HEREBY IS APPROVED AS SHOWN.

(COUNTY HEALTH DEPARTMENT OFFICIAL)

CERTIFICATION OF FINAL SUBDIVISION PLAT APPROVAL

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION AND DEVELOPMENT REGULATIONS FOR GEORGETOWN AND SCOTT COUNTY, KENTUCKY, WITH THE EXCEPTIONS OF SUCH VARIANCES, IF ANY, AS ARE NOTED IN THE MINUTES OF THE PLANNING COMMISSION AND THAT IT HAS BEEN APPROVED FOR RECORDING IN THE OFFICE OF THE COUNTY CLERK.

CHAIRMAN, GEORGETOWN-SCOTT COUNTY PLANNING COM.:

NOTE: FAIRFIELD FARM ROAD

FAIRFIELD FARM ROAD IS A PRIVATE ROAD (PR-1211 - KYTC MAPRESOURCE - 0.406 MILES IN LENGTH) (https://maps.kytc.ky.gov/locatools/). IT IS THE INTENTION TO DEDICATE THIS ROAD FOR PUBLIC USE, UNTIL SUCH TIME AS SCOTT COUNTY ACCEPTS ANY ROAD DESIGNED TO PUBLIC ROAD STANDARDS. THE OWNERSHIP AND MAINTENANCE OF THE ROAD, RIGHT-OF-WAY, AND DRAINAGE STRUCTURES IN THE RIGHT-OF-WAY SHALL BE THE SHARED BETWEEN ALL THE LAND OWNERS THAT ABUT FAIRFIELD FARM ROAD AND/OR THE RESPONSIBILITY OF THE HOMEOWNERS ASSOCIATION. FAIRFIELD FARM ROAD IS NOT COUNTY-MAINTAINED AT THIS TIME AND IS IN DESPAIR.

NOTE: DEPRESSED AREA

DEPRESSED AREAS ARE NON-BUILDABLE UNLESS ENGINEERING/TECHNICAL STUDY PROVIDES SUFFICIENT INFORMATION TO ALLOW FOR BUILDING IN THESE AREAS. STUDY SHOULD ADDRESS CONCERNS RELATED TO FLOODING AND/OR KARST. SEPTIC SYSTEMS BE LOCATED AWAY FROM ANY SINKHOLE/KARST AREAS. SOURCE FOR CONTOURS SHOWN HEREON ARE KY TOPO 5-FOOT SCALED CONTOURS GROUP LAYER (CARTOGRAPHIC - MAPLEX)

PLAT PURPOSE:

TO ILLUSTRATE THE SPLIT OF TRACT 10 INTO THREE (3) TRACTS FROM THE PROPERTY AS DESCRIBED IN DEED BOOK 289 PAGE 475 AND AS SHOWN IN PLAT CABINET 9 SLIDE 171

SITE STATISTICS

Before Retracement Boundary Survey	21.812 Acres
Col 9 Slide 171	
TRACT 10B = 9.003 Acres	
TRACT 10C = 6.271 Acres	
TRACT 10D = 6.270 Acres	
TOTAL AREA = 21.544 ACRES	
(This Survey)	

THE ZONING DISTRICT INFORMATION DEPICTED ON THIS RECORD PLAT WAS ACCURATE AS OF THE DATE OF APPROVAL AND EXECUTION BY THE PLANNING COMMISSION. HOWEVER, SUCH INFORMATION IS SUBJECT TO CHANGE AND SHOULD BE VERIFIED WITH THE APPROPRIATE AUTHORITY.

ZONING REQUIREMENTS
 MINIMUM WIDTH AT BLDG. LINE = 250'
 SETBACKS: FRONT: 50'
 SIDE: 50'
 REAR: 50'
 R/W: 25'

STATE OF KENTUCKY
 RONALD F. WILLHOIT
 3004
 LICENSED PROFESSIONAL LAND SURVEYOR

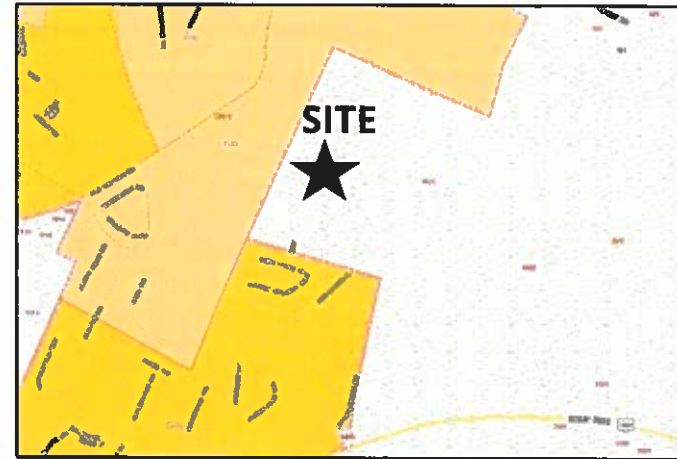
PLAT OF SURVEY FOR:
 HOBSON PROPERTIES, LLC
 3684 FRANKFORT ROAD
 GEORGETOWN, KY. 40324

FILE NAME: GUTHRIE_Final_24x36.rvt	DRAWN BY: RFW
SCALE: 80 Pft/m	DATE: 7-20-2021
JOB: 21-3004-148	MAP REFERENCE: (SCOTTY CO.) 043-00-030-000

**BELL PROPERTY
ZONING MAP AMENDMENT**

**Staff Report to the Georgetown-Scott County Planning Commission
AUGUST 12, 2021**

FILE NUMBER: ZMA-2021-26
PROPOSAL: Zoning Map Amendment to change the zoning district from A-1 to R-1C.
LOCATION: 3520 Paris Pike
CONTACT: Doug Charles
CONSULTANT: Thoroughbred Engineering



STATISTICS:
Current Zone A-1 (Agricultural)
Proposed Zone R-1C (Single - Family Residential)
Surrounding Zone(s) A-1, R-2 PUD, & R-1C PUD
Site Acreage 42.804 acres (ROW: 8.099 acres; Net Area: 34.705 acres)
Concept Development 154 Lots (152 Single Family Lots; 2 Non-buildable Lots)
Access Watercrest Way & 2 connections to Village at Lanes Run neighborhood
Waivers/Variances None

BACKGROUND:
The Project Site is a 42.804-acre part of the Bell property. The overall farm is approximately 129 acres bounded on the south by Paris Pike (US 460) and on the west and north by Rocky Creek Reserve and the Village at Lanes Run neighborhoods. To the east is another 90+ acre portion of the Bell farm. The Project Site is a 42-acre portion of the property on the westernmost part of the 129-acre property that is situated in a location bounded on three sides by existing or proposed single-family residential neighborhoods. The remainder of the farm is not a part of this application.

The Project Site is located outside city limits, and staff recommends that any zone change to an urban residential zoning district be conditioned upon the property being annexed into the City of Georgetown. This will require the Applicant to work with the City to provide a legal description of the area to be rezoned and annexed.

Concept Plan Review:

The concept plan shows a single-family residential development with lots arranged around a grid-like street pattern. Neighborhoods with a high level of connectivity are ideal for residential development as they provide reduced travel times and distances, more efficient public services, promote walkability, and increase safety.¹ The proposed road network shown on the Concept Plan shows 13 linkages and 9 nodes for a connectivity index of 1.44. This represents a reasonable amount of connectivity for a neighborhood.

The proposed development will connect to Rocky Creek Reserve through Watercrest Way. It will also have two connections to phases of the Village at Lanes Run neighborhood that are either preliminarily approved or under construction. These neighborhood connections will strengthen the interconnectivity between these two developments and provide options for both neighborhoods to access Paris Pike and Old Oxford Road.

The proposed lots all exceed the minimum lot sizes for the R-1C zoning district. The smallest lot shown is 7,630 square feet, and the average lot size (excluding the two stormwater management lots) is 9,848 square feet. Lots 116 and 117 have large areas of wetland on them which will need to be accounted for if the project moves forward to a Preliminary Subdivision Plat and construction plans.

There is a 20-ft wide landscaping buffer centered on the rear property line of lots 109-127 & 154. The 10 feet of buffer on the proposed lots will contain evergreen trees spaced 30 feet apart. A 48-inch diamond mesh fence is proposed to be built on the property line to further protect the two adjoining land uses (residential and agricultural) from each other.

Traffic Study

Typically, staff would require the traffic impact study with the zone change application. For this site, it would be premature to require the study at this time. There is an adjoining neighborhood under construction that will allow this development to connect to Old Oxford Road, which would be difficult to accurately account for in a study at this time. Staff recommends requiring the traffic impact study be submitted with any future application for Preliminary Subdivision Plat approval of the Project Site.

Lanes Run Historic District

The Lanes Run Historic District was accepted into the National Register of Historic Places in January 1984. This district encompasses about 859 acres centered around Old Oxford Road. Much of the area in this historic district has since been developed as mostly residential. Neighborhoods like Cherry Blossom, Village at Lanes Run, and Rocky Creek Reserve have been constructed in this historic district.

LEGAL CONSIDERATIONS:

Any zone change request is required to meet the following standards from *Kentucky Revised Statutes*, Chapter 100:

Section 100.213 Findings necessary for proposed map amendment – Reconsideration.

¹ KYTC Street Connectivity Zoning & Subdivision Model Ordinance

1. *Before any map amendment is granted, the planning commission . . . must find that the map amendment is in agreement with the adopted comprehensive plan, or, in the absence of such a finding, that one (1) or more of the following apply and such finding shall be recorded in the minutes and records of the planning commission or the legislative body or fiscal court:*

- a. That the existing zoning classification given to the property is inappropriate and that the proposed zoning classification is appropriate;*
- b. That there have been major changes of an economic, physical, or social nature within the area involved which were not anticipated in the adopted comprehensive plan and which have substantially altered the basic character of such area.*

Part 1: The Comprehensive Plan provides guidance for consideration of zone change requests. The Comprehensive Plan's Future Land Use (FLU) Map shows the subject property having an Urban Residential future land use. This FLU designation supports, among other things "residential uses." This designation states, "...the merits of any specific zone change application will be reviewed to determine the appropriate infill and density for the precise locations and purposes."² Outside of designating areas for High-Density Residential, the Comprehensive Plan does not make a specific density recommendation in the Future Land Use Map for Urban Residentially designated properties. This designation indicates the property is appropriate for a residential density of more than 1 dwelling per 5 acres.

As the quote in the previous paragraph suggests, the appropriate density should be determined by examining the Project Site and the context in which it exists. The Project Site is greenfield site bordered to the south by Rocky Creek Reserve and to the west and north by Village at Lanes Run neighborhoods. To the east of the Project Site is the remainder of the Bell property. Any discussion of appropriate residential density should start by looking at these surrounding properties to get an idea of the area in which the Project Site is located. Staff finds that the proposed R-1C zoning district fits in with the existing zoning and the Future Land Uses shown in the Comprehensive Plan.

Goal CF 1 encourages the community and developers to design and use the network of streets and land uses that make up our community more efficiently. As was previously discussed, the proposed grid-like street network provides enough connectivity in the development for efficient travel. Additionally, the connections between neighborhoods that this development provides also increases the efficiency with which the transportation network in the larger area can operate with.

Objective CF 1.4 encourages preservation of prime farmland for agricultural uses. This project would remove some prime farmland from agricultural use. The Project Site has been planned to be removed from agricultural use for several updates of the Comprehensive Plan as the eastern edge of the USB has historically followed the Lanes Run Watershed boundary.

Goal HE 1 encourages the community to preserve our built history. The Project Site is located in an historic district that was placed on the National Register of Historic Places in 1984. The Project Site does not contain any of the buildings referenced in the listing.

² Georgetown – Scott County Comprehensive Plan, Pg. 49

Goal EN 4 encourages the protection of environmentally sensitive areas. The concept plan shows wetland areas on the eastern edge of the Project Site. These areas will need to be considered and treated appropriately if the project continues to a Preliminary Subdivision Plat and construction plans.

Planning Commission staff finds that the proposed Zoning Map Amendment and the Concept Plan are in agreement with the Comprehensive Plan, so there is no need to consider parts a and b of KRS 100.213 (1).

RECOMMENDATION:

Staff recommends the Planning Commission recommend approval of the application to Georgetown City Council. Staff recommends the following conditions of approval.

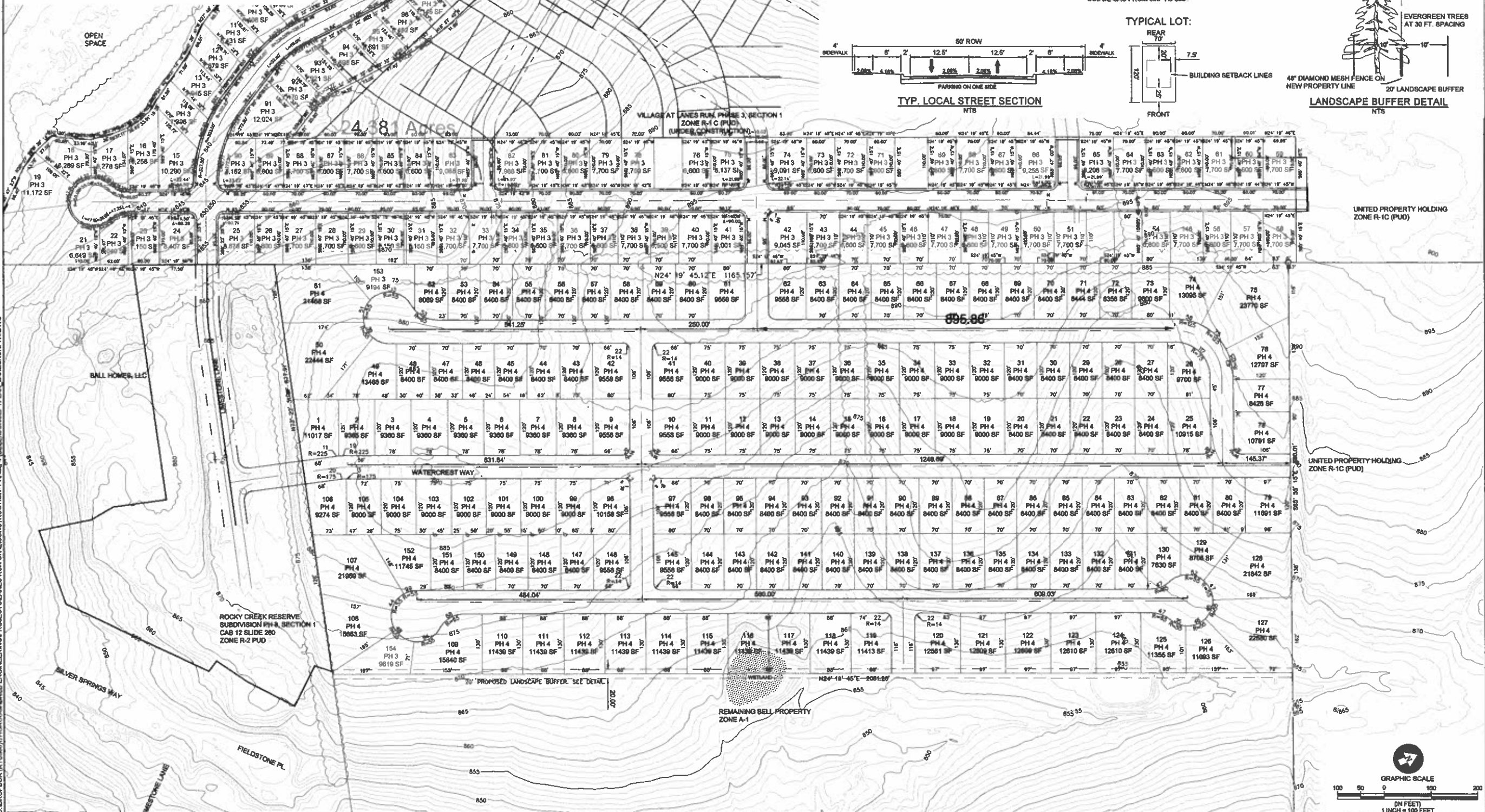
Conditions of Approval:

1. All applicable requirements of the *Zoning Ordinance* and *Subdivision & Development Regulations*.
2. The Applicant shall annex the Project Site into the City of Georgetown.
3. The Applicant is responsible for providing a legal description of the Project Site to the City of Georgetown as part of the Zoning Map Amendment process.
4. The Applicant shall conduct a Traffic Impact Study as part of the first Preliminary Subdivision Plat application filed for the Project Site.

PLOT DATE: 7/26/2021 12:38 PM



VICINITY MAP

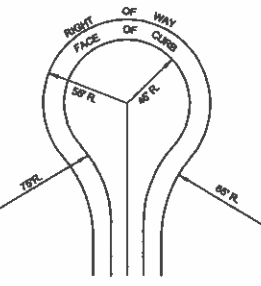


SITE STATISTICS

ADDRESS: OLD OXFORD RD GEORGETOWN, KY
 ACREAGE: 42.804
 EXISTING ZONE: A-1
 PROPOSED ZONE: R-1C
 MIN. LOT AREA: 7,600 S.F.
 MIN. LOT WIDTH: 70'
 REQUIRED BUILDING SETBACKS
 FRONT: 30'
 SIDE: 7.5'
 REAR: 25'
 AREA IN RIGHT OF WAY: 8.099 ACRES
 NET ACREAGE: 34.705
 NUMBER OF LOTS: 164 (162 BUILDABLE LOTS)
 DENSITY: 4.4 UNITS/ACRE (ALLOWED & PROPOSED)
 TYPICAL LOT: 8,400 S.F.
 SMALLEST LOT: 8,400 S.F.
 LARGEST LOT: LOT 75 23,770 S.F.
 STORM WATER MANAGEMENT AREAS:
 LOT 153 & LOT 154

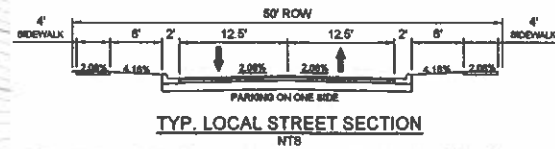
PROJECT INFORMATION

PROPERTY OWNER:
 BELL CECIL D JR & KAY
 APPLICANT/DEVELOPER:
 UNITED PROPERTY HOLDING LLC
 351 UNITED COURT
 LEXINGTON, KY 40506
 DESIGN ENGINEER:
 THOROUGHBRED ENGINEERING, INC.
 CONTACT: BRENT COMBS, PE
 BOX 481
 LEXINGTON, KENTUCKY 40588
 PHONE (859) 619-3733

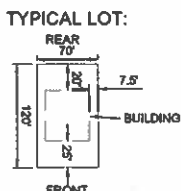


CUL-DE-SAC DETAIL
NTS

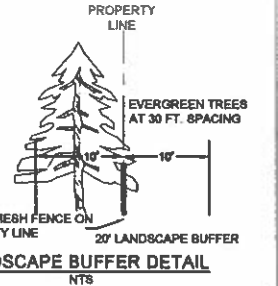
WAIVER REQUESTED:
 1. TO CHANGE FRONT SETBACK TO 35 AND REAR SETBACK TO 20'
 2. TO INCREASE THE LENGTH OF CUL-DE-SAC FROM 600' TO 800'



TYP. LOCAL STREET SECTION
NTS



TYPICAL LOT:



LANDSCAPE BUFFER DETAIL
NTS

ZONE MAP AND CONCEPT PLAN

VILLAGE AT LANES RUN - PHASE 4

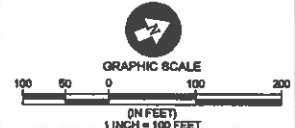
OLD OXFORD ROAD, GEORGETOWN, KENTUCKY



P.O. BOX 481 LEXINGTON, KY 40588
(859) 785-0383

CIVIL DESIGN, LAND SURVEYING,
 GEOTECHNICAL ENGINEERING, DRILLING SERVICES,
 IBC SPECIAL INSPECTIONS, MATERIAL TESTING,
 CM-CONSTRUCTION SERVICES

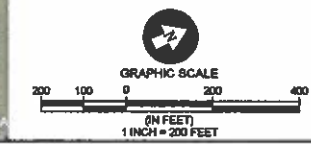
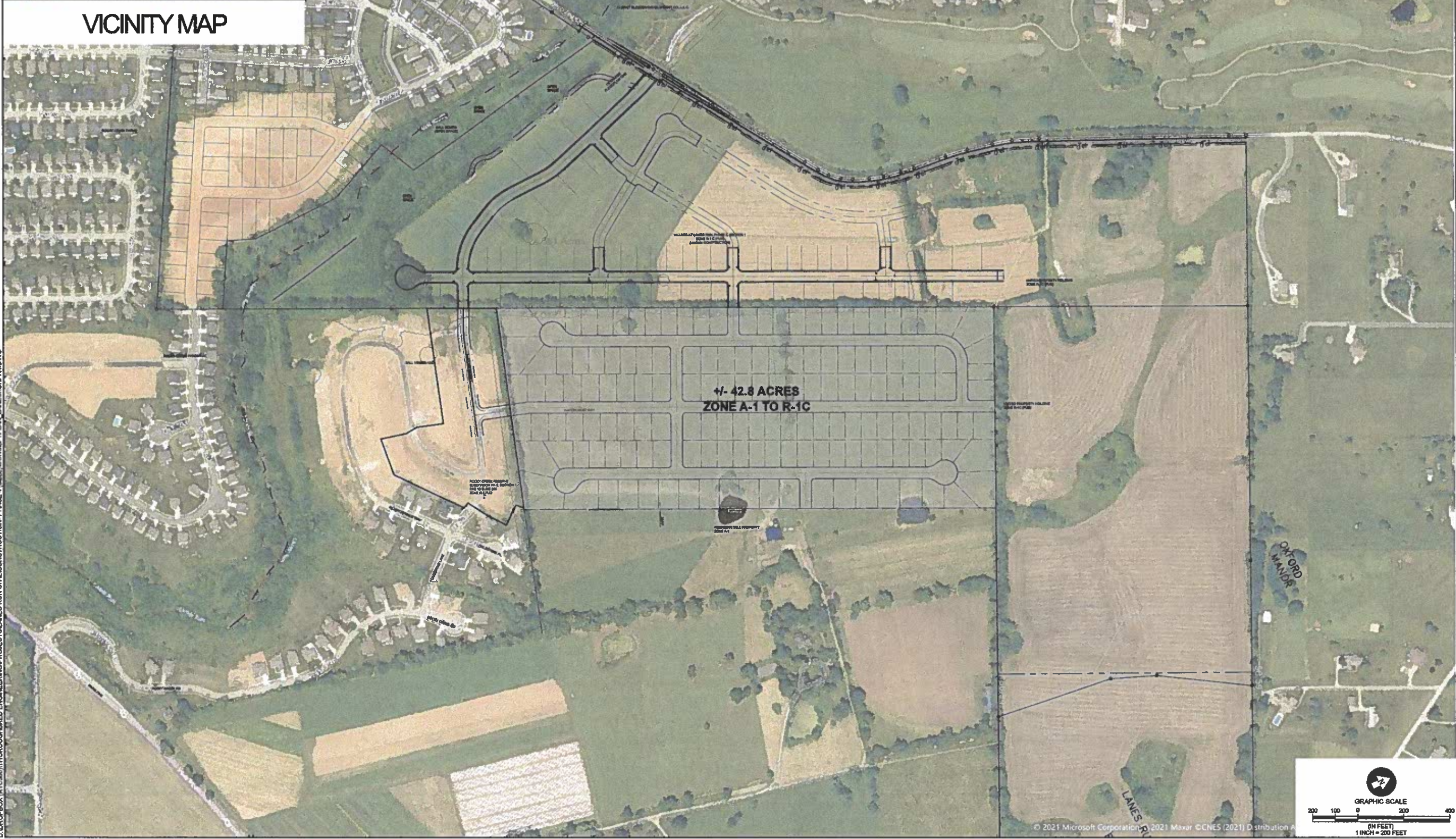
PROJECT NO:	210154	DRAWN BY:	B.W.
DATE:	06-30-2021	REVISION BY:	BC
ISSUED FOR REVIEW			
REVISION	DATE		
1	07/29/2021		



D:\PROJECTS\210154\THOROUGHBRED ENGINEERING\PROJECTS\LANES RUN CIVIL\CONSTRUCTION\PHASE 4\BELL\CONCEPT\LANES RUN PH4.DWG

PLOT DATE: 7/28/2021 12:54 PM

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ZONE MAP AND CONCEPT PLAN
AERIAL VIEW OF NEIGHBORHOOD
VILLAGE AT LANES RUN - PHASE 4
 OLD OXFORD ROAD, GEORGETOWN, KENTUCKY

PROJECT NO:	210154	DRAWN BY:	BJW
DATE:	06-30-2021	REVIEWED BY:	BC
ISSUED FOR REVIEW			
REVISION:	1	DATE:	07/28/2021



THOROUGHBRED
 DESIGN | ENGINEER | CONSTRUCT

P.O. BOX 481 LEXINGTON, KY 40588
 (859) 785-0383
 CIVIL DESIGN, LAND SURVEYING
 GEOTECHNICAL ENGINEERING, DRILLING SERVICES,
 IBC SPECIAL INSPECTIONS, MATERIAL TESTING,
 CM-AT/CONSTRUCTION SERVICES

Open Records Rules and Regulations

Purpose

Public policy requires “free and open examination of public records.” KRS 61.871. Accordingly, the Planning Commission must respond effectively and efficiently to records requests in a consistent and coordinated manner. Therefore, this Open Records Policy (“Policy”) sets forth the standards for all Planning Commission employees when a records request is received and ensures compliance with all applicable open records laws.

Applicability

This Policy supersedes any relevant policy that previously existed. This Policy shall be added to the Employee Handbook.

Policy

The Planning Commission shall designate an employee as its Records Custodian. The Records Custodian shall review the Kentucky Open Records Act, 200 KAR 1:020, and “The Kentucky Open Records & Open Meetings Acts: A guide for the public and public agencies” published by the Office of the Attorney General. The Records Custodian shall ensure compliance with the Kentucky Open Records Act, 200 KAR 1:020, this Policy, and all relevant requests.

The Office designates the following Records Custodian:

Name: Carol Madden
Title: Administrative Assistant
Mailing Address: 230 E. Main Street, Georgetown, KY 40324
Email Address: email@gscplanning.com
Phone: 502-867-3701

Responding to Records Requests

All requests for copies or review of public records in the custody of the Planning Commission must be made in writing. A request may be sent electronically to the Records Custodian’s email address identified above. Requests may also be mailed to the Planning Commission or hand delivered to the Planning Commission’s mailing address identified above.

The Records Custodian shall provide a response to the records request that is postmarked or electronically transmitted within five (5) business days of the date the request is received. Notice promptly shall be sent to the requesting party if additional time is needed under KRS Chapter 61. When a response is delayed, the notice shall specifically indicate that additional time is required to process the request and explain the circumstances justifying the additional processing time.

The Records Custodian shall determine whether the requester has reasonably described the records within the possession of the Planning Commission. If no such records are identified, the request may be denied on those grounds. However, if it is reasonably believed that another public agency is in possession of the records described in the request, the Records Custodian shall refer the requester to the appropriate Records Custodian, providing both their name and contact information. If it is determined that the records are within the Planning Commission's possession, the Records Custodian shall gather them for processing. Records that are responsive shall be segregated from nonresponsive records (i.e., records that were not requested). The Records Custodian shall then examine responsive records to determine which records, if any, are exempt from disclosure and make appropriate redactions.

If the Records Custodian determines that the records request should be denied in whole or in part, the Records Custodian shall notify the requester with an explanation for the decision to withhold any responsive records, citing the specific exemption in statute as the basis for withholding. If any part of a request for records is denied, the Records Custodian shall confer with legal counsel to ensure accuracy in applying the law.

If the request places an unreasonable burden for producing public records, or if the Records Custodian has reason to believe that repeated requests are intended to disrupt other essential functions of the Planning Commission, the Records Custodian may refuse to produce the records upon conferring with legal counsel prior to denying the request.

Record Production and Fees

When responsive records are to be transmitted electronically to the requester, there is no charge to the requester. However, if the responsive material is more than 12 megabytes ("MB"), the documents will automatically be produced via compact disc ("CD") and mailed to the requester. Prior to mailing, the Records Custodian shall provide an invoice to the requester for the production and postage. The fee for each CD is \$1.00. A CD containing responsive records will be mailed upon receipt of payment.

When responsive records are to be mailed to the requester, the Records Custodian shall first provide an invoice to the requester for the production and postage. Printing costs are \$0.10 per page, and additional fees shall be justified on any invoice. Copies of

photographs, maps, and other such records shall be furnished to any person requesting them on payment of a fee equal to the Planning Commission's actual cost to produce the copies. Estimated costs shall be communicated to the requester before costs are incurred. After the invoice is paid, the Records Custodian shall produce the responsive records to the requester.

If the requester wishes to personally inspect responsive records at the Planning Commission's headquarters, or the location where the records are maintained, the Records Custodian shall facilitate with the requester the scheduling of a convenient time and place for inspection between 8:30 a.m. and 4:30 p.m., Monday through Friday. The Records Custodian, or an employee of the Planning Commission, shall be present and personally monitor the inspection.

