

**GEORGETOWN-SCOTT COUNTY PLANNING COMMISSION
REGULAR MEETING
MINUTES**

April 10, 2003

The regular meeting was held in the Scott County Fiscal Courtroom on April 10, 2003. The meeting was called to order by Chairperson Sara Sutton at 7:00 p.m. Present were Commissioners Mike Bradley, Barry Brock, Pete Gritton, Robert Hopkins, Omer Lee, William Peters, John Sharpe, and Elizabeth Williams, Planning Director Kelley Klepper, Planner Rachel Phillips, and Engineer Brad Frazier. Absent was Attorney Charlie Perkins.

Motion by Gritton, second by Williams, to approve the March invoices. Motion carried.

Motion by Hopkins, second by Gritton, to approve the March 13, 2003 minutes. Motion carried.

With the switching of item A with item B under Staff Reports/Other Business New, motion by Sharpe, second by Peters, to approve the April agenda. Motion carried.

Postponements/Withdrawals

Chairperson Sutton reported that the Setzer Investments (Calaffel Property - Cherry Blossom Way) Zone Change request, Osburn Property, and Setzer Investments (Callaffel Property - Cherry Blossom Way) Preliminary Development Plan applications have been postponed until the May meeting. Motion by Williams, second by Lee, to accept the items for postponement. Motion carried.

Consent Agenda

Representatives of the Kakar Property, Tutt Property, and Homestead Phases 7 & 8 applications agreed to staff's conditions of approval, and no concerns about the projects were expressed by the Commission or the public.

**Motion by Sharpe, second by Bradley, to approve the three applications on the Consent Agenda subject to their respective conditions of approval.
Motion carried.**

PSP-2003-04 Wilder Cluster – Preliminary Subdivision Plat for 43 cluster residential lots plus the parent tract, located on the south side of Ironworks Road (KY 1973), west side of Yarnallton Road, south of Coleman Lane.

Ms. Phillips reviewed the staff report, which recommended denial due to the inactivity of the application (three postponements) and the applicant's lack of approval from the Scott County Board of Health.

Motion by Williams, second by Gritton, to deny the Preliminary Subdivision Plat per staff recommendation. Motion carried.

PDP-2003-02 Windsor Gardens – Preliminary Development Plan for a 24,833 sq. ft. assisted-living center, located on the northwest side of McClelland Circle (U.S. 460 Bypass), south side (terminus) of Fairfax Way.

Mr. Klepper reviewed the staff report, particularly the road connection issue. He stated that the principal change from the previous plan is that the proposed road connecting Fairfax Drive to the bypass would be a private drive, allowing only emergency vehicle access between the hospital, Fairfax Drive, and the bypass. Collapsible bollards would be placed across the road so that a visible barrier exists to prevent routine through traffic. The neighbors and emergency services personnel support that option.

Mr. Klepper noted two additional conditions of approval regarding signs and collapsible bollards being installed on the private road section, and a note being sent to the State and local building inspectors regarding all traffic control devices being installed before a certificate of occupancy is issued.

Commissioner Hopkins asked about a traffic light at the intersection of the proposed road and the bypass. Mr. Klepper stated that discussions regarding that issue will continue with KYTC-District 7.

Mr. Klepper read the two additional conditions: 1) Notice shall be given to the State and local building inspectors restricting issuance of a certificate of occupancy until all requirements have been met and either installed or bonded, including the Planning Commission staff inspection and final review. 2) The proposed emergency vehicles only signage and collapsible bollards shall be located on the private road section of the development. The applicant shall be responsible for the maintenance and installation. No removal of these items is permitted without review by the Planning Commission, including notification to adjacent property owners.

Mary Davis, area resident, expressed concern about enforcement of the traffic control. Mr. Klepper responded that if the signage and bollards do not work on

the private drive, they will request that the City install the same devices on the public road side so that the Police Department can enforce the restriction.

Charles Brewer, Fairfax Drive resident, also expressed concern about enforcement of the matter.

Henley Montgomery, representing the applicant, agreed with the fourteen conditions of approval.

Motion by Brock, second by Gritton, to approve the Preliminary Development Plan subject to the twelve conditions of approval, plus the two additional conditions as read by Mr. Klepper. Motion carried.

Update - Richfield Farms

Mr. Frazier reviewed the drainage problems in Richfield Farms and observations he made after two recent rains. The Commission, Bruce Lankford representing Dr. Albert Drake, and Brent Combs of Thoroughbred Engineering discussed the matter. Linden Platt of Eagle Engineering proposed doing some asphalt work that will hopefully remedy the problem. All parties agreed to let the asphalt work be done and then re-assess the drainage situation.

A complete transcript of the hearing is available in the Planning Office.

Amendment to Appendix III of the Subdivision and Development Regulations - Georgetown Business Park - Development Authority Certification PUBLIC HEARING

Chairperson Sutton opened the public hearing.

Mr. Klepper reviewed the proposed certification, which requires development, including minor plats and minor amendments to development plans, of any property within the City's Business Park to obtain review and approval by the Georgetown Business Park Development Authority. Mr. Klepper recommended approval.

Commissioner Gritton verified that there would be no additional fees with this requirement.

Chairperson Sutton closed the public hearing.

Motion by Gritton, second by Lee, to recommend approval of the proposed certification requirement with regard to the City's Business Park. By roll call vote, motion carried 8-0.

Discussion regarding staffing and workload

Mr. Klepper discussed the heavy workload in the Planning office. He cited statistics on the number of applications submitted, on-going projects, involvement in outside committees, etc. He noted that the current maximum review time for minor plats is 10 days, but that needs to be increased to 15 days.

Mr. Klepper and the Commission discussed a proposed fee increase. It was agreed that Mr. Klepper would present a formal proposal with justifications and comparisons with other counties at the next meeting.

Update of previously approved projects and agenda items

Mr. Klepper reported on the tree situation at Canewood. All work has been installed as agreed.

The meeting was then adjourned.

Respectfully,



Sara Sutton, Chairperson

Attest:



Kelley Klepper, Acting Secretary