

**AGENDA
URBAN COUNTY PLANNING COMMISSION
SUBDIVISION ITEMS**

February 13, 2020

- I. **CALL TO ORDER** - The meeting will be called to order at 1:30 p.m. in the Council Chambers, Urban County Government Building, 200 East Main Street, Lexington, Kentucky.
- II. **APPROVAL OF MINUTES** – The minutes of the January 16, 2020, meeting will be considered by the Planning Commission at this time.
- III. **POSTPONEMENTS OR WITHDRAWALS** – Requests for postponement and withdrawal will be considered at this time.
- IV. **LAND SUBDIVISION ITEMS** - The Subdivision Committee met on Thursday, February 6, 2020, at 8:30 a.m. The meeting was attended by Commission members: Mike Owens, Karen Mundy, Carolyn Plumlee and Headley Bell. Committee members in attendance were: Stephen Parker, Traffic Engineering and Vaughan Adkins, Division of Engineering. Staff members in attendance were: Traci Wade; Tom Martin; Hal Baillie; Cheryl Gallt; Denice Bullock; Lauren Hedge; Jimmy Emmons; Samantha Castro; Parker Sherwood; Captain Greg Lengal and Firefighter Embry Beatty, Division of Fire & Emergency Services; and Tracy Jones, Department of Law. The Committee made recommendations on plans as noted.

General Notes

The following automatically apply to all plans listed on this agenda unless a waiver of any specific section is granted by the Planning Commission.

1. *All preliminary and final subdivision plans are required to conform to the provisions of Article 5 of the Land Subdivision Regulations.*
2. *All development plans are required to conform to the provisions of Article 21 of the Zoning Ordinance.*

- A. **NO DISCUSSION ITEMS** – Following requests for postponement or withdrawal, items requiring no discussion will be considered.

Criteria:

- (1) the Subdivision Committee recommendation is for approval, as listed on this agenda, and
- (2) the Petitioner agrees with the Subdivision Committee recommendation and conditions listed on the agenda, and
- (3) no discussion of the item is desired by the Commission, and
- (4) no person present at this meeting objects to the Commission acting on the matter without discussion, and
- (5) the matter does not involve a waiver of the Land Subdivision Regulations.

- B. **DISCUSSION ITEMS** – Following requests for postponement, withdrawal and no discussion items, the remaining items will be considered.

The procedure for these hearings is as follows:

- Staff Report(s), including subcommittee reports (30 minute maximum)
- Petitioner's report(s) (30 minute maximum)
- Citizen Comments
 - (a) proponents (10 minute maximum OR 3 minutes each)
 - (b) objectors (30 minute maximum OR 3 minutes each)
- Rebuttal & Closing Statements
 - (a) petitioner's comments (5 minute maximum)
 - (b) citizen objectors (5 minute maximum)
 - (c) staff comments (5 minute maximum)
- Commission discusses and/or votes on the plan.

Note: Requests for additional time, stating the basis for the request, must be submitted to The Subdivision Committee no later than two days prior to the meeting. The Chair will announce his/her decision at the outset of the hearing.

1. **FINAL SUBDIVISION PLANS**

- a. PLN-FRP-20-00007: MARCELLE PAYTON PROPERTY, SECTION 2 (AMD) (4/5/20)* - located at 5021 JACKS CREEK PIKE, LEXINGTON, KY.
Council District 12
Project Contact: Strand Associates

Note: This plan requires the posting of a sign and an affidavit of such. The purpose of this amendment is to subdivide an 83.66 acre lot into a 40.00 acre and a 43.66 acre lots.

The Subdivision Committee Recommends: **Approval**, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree protection area(s) and required street tree information.

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

6. Board of Health approval for septic tank location(s).
7. Reverse order of lot numbers.
8. Correct signature line for Urban County Engineer's certification.
9. Correct language in Planning Commission certification.
10. Discuss need for waiver to Article 6-4(c) of the Land Subdivision Regulations.
11. Discuss need for a variance to Article 8-1(g) of the Zoning Ordinance.

2. **PRELIMINARY SUBDIVISION PLANS** – There are none.

3. **DEVELOPMENT PLANS**

- a. PLN-MJDP-19-00070: HAMBURG EAST (BAPTIST HEALTHCARE CAMPUS) (AMD) (3/2/20)* - located at 2000 POLO CLUB BLVD., LEXINGTON, KY.
Council District 12
Project Contact: CMW

Note: The Planning Commission postponed this item at their December 12, 2019 and January 16, 2020, meetings. The purpose of this amendment is to revise the development of the property and depict proposed access, buildings and open space.

The Subdivision Committee Recommends: **Approval**, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, storm and sanitary sewers and floodplain information.
 2. Urban County Traffic Engineer's approval of street cross-sections and access.
 3. Landscape Examiner's approval of landscaping and landscape buffers.
 4. Addressing Office's approval of street names and addresses.
 5. Urban Forester's approval of tree preservation plan.
 6. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
 7. Greenspace Planner's approval of the treatment of greenways and greenspace.
 8. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
 9. Division of Waste Management's approval of refuse collection locations.
 10. Denote height of buildings in feet per Article 21 of the Zoning Ordinance.
 11. Provide Tree Inventory Map per Article 26 of the Zoning Ordinance.
 12. Resolve status of Lots 2, 3, 4 and 6 with a note requiring a final development plan.
 13. Resolve service road alignment along interstate and connection to the south per the approved zoning development plan (ZDP 2006-112) at the time of a final development plan.
 14. Denote intended purpose of buildings #1, #9, #12 and #13 will comply with permitted ED uses per the Zoning Ordinance.
 15. Discuss roadway widths and intersection configurations internal to the site and along Polo Club Boulevard.
 16. Discuss access to and location of proposed fire station.
- b. PLN-MJDP-19-00071: RIDDELL PLAZA, LOT 3 (PARKER PROPERTY) (AMD) (2/13/20)* - located at 1108 S. BROADWAY, LEXINGTON, KY.
Council District 3
Project Contact: Vision Engineering

Note: The Planning Commission postponed this item at their December 12, 2019 and January 16, 2020, meetings. The purpose of this amendment is to revise the development on lot, including parking layout, building location, property access and the addition of a drive-through.

The Subdivision Committee Recommends: **Postponement**. There are questions regarding the plan's intrusion into the adjoining property and the status of the drainage study, including impact on the site development.

Should this plan be approved, the following requirements should be considered:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping and landscape buffers.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
7. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
8. Division of Waste Management's approval of refuse collection locations.
9. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
10. United States Postal Service Office's approval of kiosk locations or easement.

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11. Update site statistics to reflect reduced building square footage on 1108 and include the properties added to revised plan.
12. Addition of zone-to-zone screening.
13. Review by the Technical Review Committee.
14. Discuss access points, drive lanes and parking on adjacent properties now included on revised plan.
15. Discuss parking and access crossing over property line and zoning boundary.
16. Discuss drive-through and proposed retail use.
17. Discuss vehicular use area (VUA) landscape screening adjacent to Simpson Avenue.
18. Discuss proposed modification to stormwater management facilities and their impacts.
19. Discuss status of hydrology study required by note #14.

- c. PLN-MJDP-19-00073: SCHROYER PROPERTY, LOTS 3 & 4 (RTA FAMILY TRUST) (2/23/20)* - located at 1009 AND 1017 WELLINGTON WAY, LEXINGTON, KY.
Council District 10
Project Contact: Banks Engineering

Note: The Planning Commission postponed this item at their January 16, 2020, meeting. The purpose of this amendment is to revise the building layout.

The Subdivision Committee Recommends: Postponement. The proposed location of the structures does not meet the front yard setback, as required in the Neighborhood Business (B-1) zone.

Should this plan be approved, the following requirements should be considered:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping and landscape buffers.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
7. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
8. Division of Waste Management's approval of refuse collection locations.
9. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
10. United States Postal Service Office's approval of kiosk locations or easement.
11. Addition of building height in feet on plan.
12. Addition of floor area ratio (FAR) in site statistics.
13. Correct language in Owner's certification.
14. Discuss status of DP 2016-27.
15. Discuss location and need for cross access to the professional offices to the west, per ZDP 2013-101.
16. Discuss building conflict with detention basin and storm drainage easement.
17. Discuss B-1 zone front yard building setback requirements.

- d. PLN-MJDP-19-00074: BLACKFORD PROPERTY (PHASE 4) (3/24/20)* - located at 6600 MAN O' WAR BLVD., LEXINGTON, KY.
Council District 12
Project Contact: EA Partners

Note: The Planning Commission postponed this item at their January 16, 2020, meeting. This plan requires the posting of a sign and an affidavit of such.

At the request of the applicant, the Subdivision Committee did not review this development plan at their January 9, 2020 and February 6, 2020, meetings.

The Technical Committee and Staff Recommended: Postponement. There are questions about adequate access to develop over 100 dwelling units at this location and the need for density transfer documents to meet Article 23A of the Zoning Ordinance.

Should this plan be approved, the following requirements should be considered:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping and landscape buffers.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
8. Greenspace Planner's approval of the treatment of greenways and greenspace.

9. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
 10. Division of Waste Management's approval of refuse collection locations.
 11. United States Postal Service Office's approval of kiosk locations or easement.
 12. Denote conditional zoning requirements for landscape buffer on plan.
 13. Provided the Planning Commission makes a finding the plan complies with the EAMP.
 14. Denote density calculations for the EAR-2 and EAR-3 zones in the site statistics, including units transferred.
 15. Discuss zone-to-zone landscaping/screening per Article 23A-2(r) of the Zoning Ordinance.
 16. Discuss trash compactor location.
 17. Discuss building #11 pedestrian connection to overall system.
 18. Discuss activation of area adjacent to greenway to achieve better integration within the development.
 19. Discuss status of Caversham Park Lane extension and connection to the adjoining neighborhood.
 20. Discuss need for density transfer to meet Article 23A.
 21. Discuss termination of Constantine Avenue.
- e. PLN-MJDP-19-00077: WINBURN ESTATES, UNIT 3 (HUTSON-SIRK PROPERTY) (2/23/20)* - located at 1975 RUSSELL CAVE RD., LEXINGTON, KY.
Council District 1
Project Contact: synTerra Corporation

Note: This plan requires the posting of a sign and an affidavit of such. The purpose of this amendment is to revise the development on the property.

The Subdivision Committee Recommends: Postponement. There are questions regarding the access to Russell Cave Road per the Winburn Russell Cave Neighborhoods Small Area Plan.

Should this plan be approved, the following requirements should be considered:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
 2. Urban County Traffic Engineer's approval of street cross-sections and access.
 3. Landscape Examiner's approval of landscaping and landscape buffers.
 4. Addressing Office's approval of street names and addresses.
 5. Urban Forester's approval of tree preservation plan.
 6. Department of Environmental Quality's approval of environmentally sensitive areas.
 7. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
 8. Greenspace Planner's approval of the treatment of greenways and greenspace.
 9. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
 10. Division of Waste Management's approval of refuse collection locations.
 11. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
 12. United States Postal Service Office's approval of kiosk locations or easement.
 13. Discuss timing of sanitary sewer improvements and pump station removal.
 14. Discuss connectivity and access to Russell Cave Road per the previous plan (PLN-MJDP-17-00017).
 15. Discuss group residential design standards.
- f. PLN-MJDP-20-00002: MANCHESTER DEVELOPMENT, LLC (DISTILLERY DISTRICT EAST, UNIT 1) (AMD) (4/5/20)* - located at 903, 920 AND 941 MANCHESTER ST., LEXINGTON, KY.
Council District 2
Project Contact: Barrett Partners

Note: The purpose of this amendment is to replace an existing industrial building with a 120-room hotel, cocktail lounge, restaurant and associated off-street parking. This plan requires the posting of a sign and an affidavit of such.

The Subdivision Committee Recommends: Postponement. There are questions regarding the compliance with the adaptive reuse criteria per Article 8-22(b)(7) of the Zoning Ordinance and the need for a height variance per Article 8-21(o)(4)(k) of the Zoning Ordinance.

Should this plan be approved, the following requirements should be considered:

1. Urban County Engineer's acceptance of drainage, storm and sanitary sewers, and floodplain information.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping and landscape buffers.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Department of Environmental Quality's approval of environmentally sensitive areas.
7. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
8. Greenspace Planner's approval of the treatment of greenways and greenspace.

9. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
10. Division of Waste Management's approval of refuse collection locations.
11. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
12. United States Postal Service Office's approval of kiosk locations or easement.
13. Denote floor area ratio and lot coverage per Article 21.
14. Clarify required parking for restaurants.
15. Discuss need for a variance to the maximum height of the proposed hotel per Article 8-21(o)(4)(k) of the Zoning Ordinance.
16. Discuss adaptive reuse criteria compliance.
17. Discuss proposed 930 Manchester Street parking lot street orientation.
18. Discuss proposed building and parking phases at 855 Manchester Street.
19. Discuss compliance with Town Branch Trail Project.
20. Discuss combining site statistics, as appropriate, to improve plan legibility.

4. CONTINUED DISCUSSION ITEM

- a. PLN-FRP-19-00024: GEORGE MANKEL PROPERTY (3/8/20)* - located at 6377 ATHENS BOONESBORO ROAD, LEXINGTON, KY.
Council District 12
Project Contact: AIM3D

Note: The Planning Commission postponed this item at their January 16, 2020, meeting. The purpose of this plan is to subdivide one lot into two lots. The Planning Commission previously approved this item at their August 8, 2019, meeting, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree protection area(s) and required street tree information.
6. Addition of utility and street light easements as required by the utility companies and the Urban County Traffic Engineer.
7. Resolve building minimum and maximum setbacks.
8. Provided the Planning Commission grants the waivers to the sanitary sewer service and street improvements.

As part of the Planning Commission's approval, a waiver to Articles 6-2(a) and 6-6(a) pertaining to public sanitary sewer service, and septic tank requirements, and 6-8(p) requiring public street improvements, in the Land Subdivision Regulations was approved for the following reasons:

1. Granting the requested waiver(s) will not adversely affect public health, welfare and safety.
2. Granting the waiver is consistent with the intent of Article 1-5(a) of the Land Subdivision Regulations for Exceptional Hardship.

This recommendation was made subject to the following additional requirements:

- a. The Fayette County Health Department shall certify that the existing septic system is capable of serving any proposed sanitary facilities for the planned use on Lot 1-A prior to certification of the plat.
- b. Denote on the plat an easement for the existing drain field on Lot 1-A.
- c. Denote on the plat language regarding the maintenance and use of the existing system for both lots to the approval of the Divisions of Planning, Engineering and Law.

Note: A Health Department official has cited a Health Department Regulation that denies subdivisions of land, specific to the Athens area. The applicant would like to further discuss issues relating to this matter, contending the existing septic system is capable of handling the proposed addition of a building with a single restroom.

The Subdivision Committee Recommends: **Postponement** due to lack of representation at the meeting to respond to staff questions and concerns.

- b. PLN-MJDP-18-00030: ETHINGTON & ETHINGTON PROPERTY, TRACT 1 (AMD) (4/30/20)* - located at 4145 AND 4235 HARRODSBURG ROAD, LEXINGTON, KY
Council District 10
Project Contact: Vision Engineering

Note: The purpose of this amendment is to depict the development of Lots 2 & 3. The Planning Commission approved this item at their May 10, 2018, meeting and reapproved it at their July 11, 2019, meeting, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.

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3. Landscape Examiner's approval of landscaping and landscape buffers.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Department of Environmental Quality's approval of environmentally sensitive areas (sinkholes).
7. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
8. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
9. Division of Waste Management's approval of refuse collection locations.
10. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
11. Denote: A Geotechnical Report for identified sinkhole areas shall be submitted to the Division(s) of Environmental Quality and Planning prior to plan certification.
12. Board of Adjustment's approval of the requested B-1 variance prior to certification of the plan.
13. Denote architectural details for commercial buildings façade on Harrodsburg Road frontage shall comply with exhibit on file with the Division of Planning and Building Inspection.
14. Resolve note #11 and scope of proposed landscaping.

Note: The applicant has requested a waiver to Article 6-8(a) and Exhibit 6-3 of the Land Subdivision Regulations to reduce the local street right-of-way to the back of curb and place the required utility strip and sidewalks in an easement.

The Subdivision Committee took no action.

The staff will report at the meeting.

- c. PLN-MJDP-19-00006: HAMBURG PLACE MALL, UNIT 1, PARCEL 2, OUTLOT 6 (FIRESTONE COMPLETE AUTO CARE) (AMD) (4/7/19)* - located at 2155 PAUL JONES WAY AND 2145 SIR BARTON WAY, LEXINGTON, KY.
Council District 6
Project Contact: Gresham Smith

Note: The purpose of this amendment is to add building square footage and parking on Parcel 2, Outlot 6. The Planning Commission approved this item at their February 14, 2019 meeting, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping and landscape buffers.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree preservation plan.
6. Bike & Pedestrian Planner's approval of bike trails and pedestrian facilities.
7. Division of Fire, Water Control Office's approval of the locations of fire hydrants, fire department connections and fire service features.
8. Division of Waste Management's approval of refuse collection locations.
9. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
10. Addition of bearings and distances on plan.
11. Label existing and proposed easements on property.
12. Resolve timing of record plat to create the Outlot 6 of Parcel 2.
13. Resolve parking lot circulation.

Note: The applicant has requested a waiver to Article 6-6(d) of the Land Subdivision Regulations regarding the relationship of lot and structure to a sanitary sewer manhole.

The Subdivision Committee took no action.

The staff will report at the meeting.

5. REAPPROVAL & EXTENSION ITEMS

- a. DP 2009-75: NDC PROPERTY, UNIT 5D, PH II (WELLINGTON) (3/8/20)* - located at 501 WEST REYNOLDS ROAD AND VINCENT WAY, LEXINGTON, KY.
Council District 9
Project Contact: EA Partners

Note: The applicant submitted a revised plan with the reapproved request on January 10, 2020. The plan addresses several of the original conditions for approval.

The Planning Commission originally approved this plan on May 12, 2011, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.

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

2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Building Inspection's approval of landscaping and landscape buffers.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree protection plan.
6. Bike and Pedestrian Planner's approval of bike trails and pedestrian facilities.
7. Division of Fire's approval of emergency access and fire hydrant locations.
8. Division of Waste Management's approval of refuse collection.
9. Correct note #5 to reference the Code of Ordinances.
10. Denote utility easement along western boundary of property (per Plat L-918).
11. Document compliance with private open space requirements per R-1T zone.
12. Clarify "private access easement responsibilities" note.
13. Extend sidewalk on Vincent Way to Unit #10.
14. Addition of landscape buffer details along western property line (including tree information).
15. Revise location of Units #3 & #4 to indicate 6' from access easement.
16. Revise location of Unit #15 to indicate 10' from access easement.

Note: On June 9, 2016, the Planning Commission reapproved this plan, subject to the conditions originally approved by the Commission and two additional conditions:

17. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
18. Addition of an additional Planning Commission certification.

Note: The Planning Commission's approval has expired and the applicant now requests a reapproval of this plan.

The Subdivision Committee Recommends: **Reapproval**, subject to the following conditions:

1. Urban County Engineer's acceptance of drainage, and storm and sanitary sewers.
2. Urban County Traffic Engineer's approval of street cross-sections and access.
3. Landscape Examiner's approval of landscaping and landscape buffers.
4. Addressing Office's approval of street names and addresses.
5. Urban Forester's approval of tree protection plan.
6. Bike and Pedestrian Planner's approval of bike trails and pedestrian facilities.
7. Division of Fire's approval of emergency access and fire hydrant locations.
8. Division of Waste Management's approval of refuse collection.
9. United States Postal Service Office's approval of kiosk locations or easement.
10. Document compliance with private open space requirements per R-1T zone.
11. Addition of landscape buffer details along western property line (including tree information).
12. Documentation of Division of Water Quality's approval of the Capacity Assurance Program requirements, prior to plan certification.
13. Addition of a third Planning Commission certification.

6. MINOR SUBDIVISION PLANS – There are none.

C. PERFORMANCE BONDS AND LETTERS OF CREDIT – Any bonds or letters of credit requiring Commission action will be considered at this time. The Division of Engineering will report at the meeting.

V. COMMISSION ITEMS – The Chair will announce that any item a Commission member would like to present will be heard at this time.

VI. STAFF ITEMS – The Chair will announce that any item a Staff member would like to present will be heard at this time.

- a. **ARTICLE 4-5(B) IMPROVEMENT PLAN PROGRESS REPORT** - When the project engineer has completed approximately fifty percent (50%) of the infrastructure design for the development, the project engineer shall submit a preliminary report to the Planning Commission informing the Commission of how stormwater, sanitary sewer and environmental conditions imposed by the Commission at the time of the approval of the preliminary subdivision plan will be addressed in the improvement plan. The report shall be distributed to the Commission at the next convenient meeting. The report is for information only, and no action by the Commission shall be taken; however, there shall be no issuance of the Notice To Proceed, as outlined in section 4-5(d), until the Planning Commission meeting is complete.

There are none.

VII. AUDIENCE ITEMS – Citizens may bring a planning related matter before the Commission at this time for general discussion or future action. Items that will **NOT** be heard are those requiring the Commission's formal action, such as zoning items for early rehearing, map or text amendments; subdivision or development plans, etc. These last mentioned items must be filed in advance of this meeting in conformance with the adopted filing schedule.

VIII. **NEXT MEETING DATES**

Work Session, Thursday, 1:30 p.m., 3 rd Floor Phoenix Building.....	February 20, 2020
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (Phoenix Building)	February 26, 2020
Zoning Items Public Hearing , Thursday, 1:30 p.m., 2 nd Floor Council Chambers	February 27, 2020
Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (Phoenix Building)	March 5, 2020
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (Phoenix Building).....	March 5, 2020
Subdivision Items Public Meeting , Thursday, 1:30 p.m., 2 nd Floor Council Chambers.....	March 12, 2020

IX. **ADJOURNMENT**

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