

**AGENDA
URBAN COUNTY PLANNING COMMISSION
ZONING ITEMS PUBLIC HEARING**

February 27, 2020

- I. **CALL TO ORDER** - The meeting will be called to order at 1:30 p.m. in the Council Chamber, 2nd Floor LFUCG Government Center, 200 East Main Street, Lexington, Kentucky.
- II. **APPROVAL OF MINUTES** – There are no minutes to be considered by the Planning Commission at this time.
- III. **POSTPONEMENTS AND 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. DEVELOPMENT PLANS

- a. 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: The Planning Commission postponed this item at their January 16, 2020 and February 13, 2020 meetings.

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.

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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.

2. **CONTINUED DISCUSSION ITEM**

- a. 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 Planning Commission postponed this item at their February 13, 2020, meeting.

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.
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 continued discussion to change the purpose of amendment to include Lot 1 within the commercial area and to include the townhome area and single family residential, as well as request 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.

- V. **ZONING ITEMS** - The Zoning Committee met on Thursday, February 6, 2020, at 1:30 p.m. to review zoning map amendments and Zoning Ordinance text amendments. The meeting was attended by Commission members: Larry Forester, Bruce Nicol and Bill Wilson. Staff members in attendance were: Hal Baillie, Tom Martin, Traci Wade, Jimmy Emmons, Parker Sherwood, and Debbie Woods, and Tracy Jones, Department of Law. The Committee members reviewed applications and made recommendations as noted.

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A. ABBREVIATED PUBLIC HEARINGS ON ZONING MAP AMENDMENTS

The staff will call for objectors to determine which petitions are eligible for abbreviated hearings.

Abbreviated public hearings will be held on petitions meeting the following criteria:

- The staff has recommended approval of the zone change petition and related plan(s)
- The petitioner concurs with the staff recommendations
- Petitioner waives oral presentation, but may submit written evidence for the record
- There are no objections to the petition

B. FULL PUBLIC HEARINGS ON ZONE MAP AMENDMENTS - Following abbreviated hearings, the remaining petitions will be considered.

The procedure for these hearings is as follows:

- Staff 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) (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)
- Hearing closed and Commission votes on zone change petition and related plan(s).

Note: Requests for additional time, stating the basis for the request, must be submitted to the staff no later than two days prior to the hearing. The Chair will announce its decision at the outset of the hearing.

C. RECONSIDERATION OF ZONING ITEM**1. JULIE BUTCHER ZONING MAP AMENDMENT & EDMORE SUBDIVISION, LOT 3 ZONING DEVELOPMENT PLAN**

Note: The Planning Commission considered this request at its public hearing on January 30, 2020, and a motion for approval received a tie vote of 4-4. Under the requirements of KRS 100.211(1), the Planning Commission's tie vote "shall be subject to further consideration" within 30 days.

- a. PLN-MAR-19-00016: JULIE BUTCHER (2/23/20)* - a petition for a zone map amendment from a Single Family Residential (R-1C) zone to the Professional Office (P- 1) zone in order to construct an office building on 0.876 net (1.191 gross) acres of property, located at 1918 and 1922 Nicholasville Road.

COMPREHENSIVE PLAN AND PROPOSED USE

The 2018 Comprehensive Plan, Imagine Lexington, seeks to provide flexible yet focused planning guidance to ensure equitable development of our community's resources and infrastructure that enhances our quality of life, and fosters regional planning and economic development. This will be accomplished while protecting the environment, promoting successful, accessible neighborhoods, and preserving the unique Bluegrass landscape that has made Lexington-Fayette County the Horse Capital of the World.

The petitioner has requested a zone change to a Professional Office (P-1) zone for the properties located at 1918 and 1922 Nicholasville Road. The applicant is proposing to construct a two-story office building and the associated parking. The applicant has not indicated a specific user for the subject property, but stresses that the P-1 uses are traditionally less intrusive, due to the typical hours of operation and lower intensity.

The Zoning Committee Recommended: **Approval** to the full Commission.

The Staff Recommends: **Approval**, for the following reasons:

1. The requested Professional Office (P-1) zone is in agreement with the 2018 Comprehensive Plan's Goals and Objectives, for the following reasons:
 - a. The proposed rezoning will respect the context and design features of the surrounding development projects and develop design standards and guidelines to ensure compatibility with the existing urban form (Theme A, Goal #2.b) by implementing the Development Criteria and providing a moderate increase in land use intensity.

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- b. The proposed rezoning will provide a well-designed neighborhood (Theme A, Goal #3) by providing for new services accessible by the residents and business along the Nicholasville Road corridor without significantly disrupting the existing nearby residential neighborhood.
- c. By proposed rezoning supports the Complete Streets concept, encouraging the use of bicycles and public transportation by prioritizing a pedestrian-first design that also accommodates the needs of bicycle, transit, and other vehicles (Theme D, Goal #1.a and c).
2. The justification and corollary development plan are in agreement with the policies and development criteria of the 2018 Comprehensive Plan.
 - a. The proposed rezoning meets the criteria for Site Design, Building Form and Location as the site creates a residential development that supports pedestrian mobility. Additionally, the proposed rezoning seeks to increase the intensity of use along a major arterial roadway, prioritizing an increase in land uses intensity and allowing for future mixed use.
 - b. The proposed rezoning includes safe facilities for the potential users of the site by prioritizing multi-modal connections and increasing bike and pedestrian facilities. These improvements address the Transportation and Pedestrian Connectivity development criteria of the 2018 Comprehensive Plan.
 - c. The proposed rezoning meets the criteria for Greenspace and Environmental Health as it works with the current landscape, and limits the impacts on the surrounding environment.
3. Under the provisions of Article 6-7 of the Zoning Ordinance, the following use restrictions are recommended via conditional zoning:
 - a. Prohibited Uses:
 - i. Drive-Through Facilities
 - ii. Stand alone parking lots and structures
 - b. Outdoor speakers or amplification shall be prohibited on the subject property.
 - c. Lighting shall be a maximum of 10 feet in height and shall be shielded and directed away from the neighborhood adjacent to the property.

These restrictions are appropriate and necessary for the following reasons:

1. To reduce the potential impact of allowable professional office uses on the adjacent neighborhood.
2. To reduce the potential impact of lighting and sound on the adjacent neighborhood.

4. This recommendation is made subject to approval and certification of PLN-MJDP-19-00075: Edgemoor Subdivision, Lot 3, prior to forwarding a recommendation to the Urban County Council. This certification must be accomplished within two weeks of the Planning Commission's approval.

- b. PLN-MJDP-19-00075: EDGEMORE SUBDIVISION, LOT 3 (2/23/20)* - located at 1918 AND 1922 NICHOLASVILLE RD., LEXINGTON, KY.

Project Contact: Barrett Partners

Note: The purpose of this plan is to rezone the property.

The Subdivision Committee Recommended: Postponement. There were some questions regarding the parking requirements and the requested variance.

1. Provided the Urban County Council rezones the property P-1; otherwise, any Commission action of approval is null and void.
 2. Urban County Engineer's acceptance of drainage, storm and sanitary sewers.
 3. Urban County Traffic Engineer's approval of parking, circulation, access, and street cross-sections.
 4. Urban Forester's approval of tree inventory map.
 5. Correct number of stories on plan face to "2 story".
 6. Discuss reservation for future bus rapid transit (BRT) on Nicholasville Road including new 30' building line.
 7. Discuss parking variance.
 8. Discuss compliance with Placebuilder criteria:
 - a. B-SU11-1: Green infrastructure should be implemented in new development.
 - b. A-DS1-1: Mass transit infrastructure such as seating and shelters should be provided/enhanced along transit routes.
 - c. A-DS4-1: A plan for a connected multi-modal network to adjacent neighborhoods, greenspaces, developments and complementary uses should be provided.
 - d. A-EQ3-2: Development on corridors should be transit-oriented (dense & intense, internally walkable, connected to adjacent neighborhoods, providing transit infrastructure & facilities).
- e.E-ST3-1: Development along major corridors should provide for ride sharing pick up and drop off locations along with considerations for any needed or proposed park and ride functions of the area.

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D. NEW ITEMS – ZONING MAP AMENDMENTS**1. SCHILLING PROPERTIES ZONING MAP AMENDMENT & MORNINGSIDE ADDITION (BLUE DOOR SMOKEHOUSE EXPANSION) ZONING DEVELOPMENT PLAN**

- a. PLN-MAR-20-00001: SCHILLING PROPERTIES (4/5/20)*- a petition for a zone map amendment from a Single Family Residential (R-1D) zone to a Neighborhood Business (B-1) zone, for 0.061 net (0.095 gross) acres, for property located at 706 Aurora Avenue.

COMPREHENSIVE PLAN AND PROPOSED USE

The 2018 Comprehensive Plan, Imagine Lexington, seeks to provide flexible yet focused planning guidance to ensure equitable development of our community's resources and infrastructure that enhances our quality of life, and fosters regional planning and economic development. This will be accomplished while protecting the environment, promoting successful, accessible neighborhoods, and preserving the unique Bluegrass landscape that has made Lexington-Fayette County the Horse Capital of the World.

The applicant is seeking a zone change from the Single Family Residential (R-1D) zone to the Neighborhood Business (B-1) zone for the property located at 706 Aurora Avenue. The zone change application is seeking the enlargement of the commercial zoning to allow for the expansion of the current footprint of the Blue Door Smokehouse building. The applicant is also seeking to update their development plan to address pedestrian mobility around the site, and vehicular movement through the site, while also increasing the available off-street parking.

The Zoning Committee Recommended: **Postponement** to the full Commission.

The Staff Recommends: **Approval**, for the following reasons:

1. The requested Neighborhood Business (B-1) zone is in agreement with the 2018 Comprehensive Plan's Goals and Objectives, for the following reasons:
 - a. The proposed rezoning supports infill and redevelopment as a strategic component of growth (Theme A, Goal #2 and Theme A, Goal #2.a).
 - b. The expansion of the existing one-story structure will remain in line with the existing building, and will respect the built context and design features of the surrounding development, remaining compatible with the existing urban form (Theme A, Goal #2.b).
 - c. The proposed development provides a location for positive and safe social interactions in the neighborhood (Theme A, Goal #3.b) and those proposed sidewalk and parking improvements will enhance the neighborhood (Theme D, Goal #1.d).
 - d. The proposed enhancement of the restaurant along the edge of an established and walkable neighborhood, helps deemphasize single-occupancy vehicle dependence (Theme B, Goal #2.d).
 - e. The proposed neighborhood business zone can provide for entertainment and other quality of life opportunities that attract young and culturally diverse professionals to Lexington (Theme C, Goal #2.d).
2. The justification and corollary development plan are in agreement with the policies and development criteria of the 2018 Comprehensive Plan.
 - a. The proposed rezoning meets the criteria for Site Design, Building Form and Location as the site creates a residential development that increases safe pedestrian mobility and provides a neighborhood use.
 - b. The proposed rezoning includes safe facilities for the potential users of the site by prioritizing the inclusion of safe pedestrian facilities. These improvements address the Transportation and Pedestrian Connectivity development criteria of the 2018 Comprehensive Plan.
 - c. The proposed rezoning meets the criteria for Greenspace and Environmental Health as it works with the current landscape, limits the impacts on the surrounding environment, and adds tree canopy coverage in the form of street trees and landscape buffers.
3. Under the provisions of Article 6-7 of the Zoning Ordinance, the following use restrictions are recommended via conditional zoning:
 - a. Prohibited Uses:
 - i. Drive-Through Facilities
 - b. Outdoor speakers or the amplification of live music shall be prohibited on the subject property.
 - c. Lighting shall be a maximum of 10 feet in height and shall be shielded and directed away from the neighborhood adjacent to the property.

These restrictions are appropriate and necessary for the following reasons:

 1. To reduce the potential impact of allowable neighborhood business uses on the adjacent neighborhood.
 2. To reduce the potential impact of lighting and sound on the adjacent neighborhood.

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4. This recommendation is made subject to approval and certification of PLN-MJDP-20-00003: Morningside Addition (Blue Door Smokehouse Expansion), prior to forwarding a recommendation to the Urban County Council. This certification must be accomplished within two weeks of the Planning Commission's approval.
- b. PLN-MJDP-20-00003: MORNINGSIDE ADDITION (BLUE DOOR SMOKEHOUSE EXPANSION) (4/5/20)* - located at 222, 224 AND 226 WALTON AVENUE AND 706 AURORA AVE., LEXINGTON, KY.
Project Contact: Midwest Engineering

Note: The purpose of this development plan is to rezone the property located at 706 Aurora Avenue and incorporate the lot into the adjoining business area.

The Subdivision Committee Recommended: Postponement. There were some questions regarding the discussion items.

1. Provided the Urban County Council rezones the property B-1; otherwise, any Commission action of approval is null and void.
2. Urban County Engineer's acceptance of drainage, storm and sanitary sewers.
3. Urban County Traffic Engineer's approval of parking, circulation, access, and street cross-sections.
4. Urban Forester's approval of tree inventory map.
5. Greenspace Planner's approval of the treatment of greenways, greenspace and open space.
6. Denote: No building permits shall be issued unless and until a final development plan is approved by the Planning Commission.
7. Denote building height in feet in site statistics.
8. Dimension existing buildings.
9. Discuss proposed access to Aurora Avenue.
10. Discuss use of existing building at 222 Walton Avenue.
11. Discuss timing of shared parking lot construction located on 222 and 224 Walton Avenue and consolidation with one of the adjoining lots.
12. Discuss perimeter (zone to zone) landscape screening along the shared property line with 708 Aurora Avenue.
13. Discuss pedestrian access from parking lot and right-of-way to front entrance.
14. Discuss Placebuilder criteria:
 - a. A-DS5-3: Building orientation should maximize connections with the surrounding area and create a pedestrian-friendly atmosphere.
 - b. A-DS7-1: Parking should be oriented to the interior or rear of the property for non-residential or multi-family developments.
 - c. B-SU11-1: Green infrastructure should be implemented in new development.

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

- a. **PFR 2020-1: FIRE STATION NO. 9 ADDITION** – a Public Facility Review to construct and improve facilities at Fire Station 9, including two firetruck bays and driveway and parking, located at 2234 Richmond Road.

The staff will report at the meeting.

VII. STAFF ITEMS – The staff will report at the meeting.

A. Long Range Planning Activity Report

Imagine Lexington

During the month of January, Long Range Planning staff continued to move forward with a number of implementation items relating to the 2018 Comprehensive Plan.

To continue building upon the public engagement initiated during the development of *Imagine Lexington*, LRP Staff has teamed up with Planning Services to organize a series of workshops for both citizens and applicants that focus on The Placebuilder, a component of *Imagine Lexington*. Titled, "Continuing Education on The Placebuilder," these workshops were scheduled to take place throughout 2019 but will continue to be offered by request throughout 2020. In the month of January, Planning Staff led one of these workshops for the applicant group on January 27th. Content focused on providing guidance relating to zone change justifications and how The Placebuilder fits into the zone change process. Staff is currently brainstorming new topics for future trainings in 2020, which may include evaluation of the Placebuilder's impact on the zone change process.

Imagine Lexington Website

Progress on the Imagine Lexington website picked up in January as planning staff continued to work with a local consulting firm, APAX Software. The "Imagine Lexington" section of the site is near complete, leading to the expectation of a launch at the end of February. Planner Sr., Lauren Weaver completed a Story Map for the website's section on Specialized Focus Areas, which includes Lexington's various small area plans.

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Overall, Long Range staff's main goal is to provide the user with a more interactive platform to engage with the comprehensive plan without having to download and search through the full document. When all components of the site are developed, it will also serve as a much needed mechanism to connect people with current goings-on in Planning and ways to get involved.

In the meantime, staff continues to update information hosted on *Imagine Lexington's* current website, www.imaginelexington.com. Studies, plans, data and presentations are all available for the public to access. Staff's desire is to make the website as user friendly and attractive as possible so that it serves the public and any interested parties to the best of their ability.

Staff continues to maintain *Imagine Lexington's* three social media sites – Facebook, Twitter and Instagram. Staff will continue to share photos and information as other events and meetings occur. Staff's intent is to be as transparent as possible and keep the public informed and aware of all in which the Division of Planning is involved.

Zoning Ordinance Text Amendments (ZOTAs)

Beginning in late April, a Division-wide effort to discuss the initiation of a series of ZOTAs, many related to the 2018 Comprehensive Plan, took place. Throughout January, select groups continued discussions regarding ZOTAs for 2019-2020. Certain members of LRP staff also participated in the overarching ZOTA workgroup, which acts as a general overseer and shepherd to all the ZOTAs coming into the pipeline over the next year.

Public Engagement Toolkit (PET)

January was a month of great progress on the toolkit. At the January 15th meeting of the toolkit advisory group, an initial draft of the document was presented. The meeting schedule dictated a presentation of the final draft of the toolkit to the group in early February. The final product will be brought before the Planning Commission during the February 20th Work Session.

Staff also began discussing next steps regarding the action items within the toolkit, one of which challenges staff to evaluate different mechanisms that would make Public Hearings (and other related meetings), more accessible to the broader public. Mechanisms might include shifting meeting times (or providing additional meetings) or providing the public with better means and access to submitting virtual comments via webform.

Development Handbook

The PET Project meetings have been well-attended, and the advisory committee were so engaged that Planning staff has decided to request their insight for the update of the Development Handbook (formerly the Developer's Handbook). The goal is to have another quick turnaround and have the handbook updated by the summer of 2020.

Nicholasville Corridor Study

Members of Long Range Planning staff, in collaboration with the Lexington Area Metropolitan Planning Organization (MPO), selected a consultant firm wsp to begin work on the Nicholasville Corridor Study. The study, now officially titled "Imagine Nicholasville Road," is set to conclude in the fall of 2020. A website for the project has been created where updates on the project will be ongoing – imaginenicholasvilleroad.com.

As the study progresses, staff will be providing support in various ways, such as with data preparation and analyze as well as graphical support.

On the Table 2020

LRP Senior Planners Valerie Friedmann and Lauren Weaver will be representing the Division of Planning as members of the 2020 On the Table Accessibility Team and Engagement Team respectively. They are attending monthly meetings to help prepare for the 2020 event.

On the Table 2020 is being organized by CivicLex and will be held on March 25th, 2020. This year's theme is about how Lexington's neighborhoods are changing - what's good, what's bad, and how Lexingtonians might guide our community in a direction in which it can be successful.

Greenspace Commission

On Wednesday (1/8/2020), the Bluegrass Community Foundation selected for partial funding a proposal by the Greenspace Commission/Trust, drafted with the aid of Planner Sr. Valerie Friedmann, to improve the open space created by three flood mitigation buyout lots on Dantzler Court. The grant is from BGCF's "Green Spaces and Public Places" program. The award is for \$2,500 and will be applied towards neighborhood greenspace improvements at the end of September. This is the first time the Greenspace Commission has applied for funding.

Ms. Friedmann is a nonvoting member of the Greenspace Commission who took the notes and recommendations from the other Commission members to create the proposal and design for the improvements.

KY-APA Newsletter

Lauren Weaver (Senior Planner) and Grace Coy (Planner Tech) have joined the Communications Committee of the APA Kentucky Chapter. Part of their responsibilities revolve around designing and developing the 2019 Annual Report and the KY-APA quarterly newsletters. The report is set to be completed in March of 2020.

Staff Study Group

Some of the newer members to Planning Staff have continued their participation in a “study group” that meets every other week to discuss different planning topics. The group was formed in order to develop and enhance the participants’ understanding of different planning processes, the Zoning Ordinance & Subdivision Regulations, and existing and up-and-coming studies/plans. Additionally, they are able to hear different perspectives from other Staff members working in different sections.

General Work Activities

Using GIS, and Census data, Staff created maps and data sets for the Urban County Council, other LFUCG Departments, and agencies and officials outside the government. Some highlights of this work from January include:

- Collecting data and mapping neighborhood assets in Lexington.
- Developing planning process workflows.
- Developing system for tracking metrics related to implementation of the 2018 Comprehensive Plan.
- Assisting Transportation Planning with the content and design of a new bicycle map for 2019; also in collaboration with Cricket Press and Broomwagon.
- Creating supporting material in the form of maps for Staff Zoning Review meetings.

Staff also attended pre-application meetings arranged by Planning Services, Zoning/Technical Review Committee meetings, Board of Adjustment meetings, & LFUCG-sponsored trainings/orientation.

Planner Sr. Lauren Weaver renewed her First Aid/CPR/AED certification in January, which, though not related to any specific project, is a splendid addition for the sake of the continued health and safety of our staff!

B. Zoning Compliance Planning Activity Report

Enforcement

A total of 30 new case investigations were initiated in January of 2020. New cases consisted of the usual mix of illegal business activities in residential zones, occupancy complaints, signage and various other zoning compliance issues. A total of 33 cases were resolved, meaning that necessary actions were taken by a property owner or occupant to fix a zoning compliance problem. Annual inspections were completed on 24 properties with conditional uses, and all were determined to be in substantial compliance with conditions imposed by the Board of Adjustment.

Permitting

Since January 1, 2012 a Zoning Compliance Permit (ZCP) has been required before a building or premises can be occupied for a specific use or a change in use, with some exceptions for agricultural uses and single family or two-family residences. In January of 2020, four ZCP’s were issued, which included two care facilities, a beauty salon and an Airbnb. Technical assistance was also provided to the Division of Building Inspection (at weekly “Review Board” meetings) in review of four applications for new commercial or multi-family building construction, and 23 applications for remodel activity, “fit-ups” or change in use requests. Considerable effort was also devoted to completing zoning certification letters (6 for the month), providing zoning information to the general public, and assisting citizens with navigating through the on-line Acella application process.

Board of Adjustment

Four appeals were considered by the BOA at the January 13th public hearing, consisting of two variances and two administrative appeals. Both of the variance requests were disapproved, relating to fence height and additional paving for a front yard parking area. Each of the administrative appeals related to signage issues – one involving a transfer of unused sign square footage for a third freestanding sign for the Lexington Financial Center on West Main Street was approved, and one involving a sign on a parapet wall for a new Wendy’s restaurant on South Broadway was disapproved.

An administrative appeal to allow an increase in parking nonconformity, and conditional use to establish a surface parking lot, for two adjoining properties on East High Street were withdrawn by the applicant. The withdrawal resulted from staff being able to recalculate parking requirements associated with a change in use from retail to primarily office use for an architectural firm, to the extent that there would not be any increase in nonconformity related to parking requirements.

VIII. 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.

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IX. MEETING DATES FOR MARCH 2020

Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	March	5, 2020
Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street).....	March	5, 2020
Subdivision and ND-1 Items Public Meeting, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	March	12, 2020
Work Session, Thursday, 1:30 p.m., 3 rd Floor Phoenix Building.....	March	19, 2020
Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street).....	March	25, 2020
Zoning Items Public Hearing, Thursday, 1:30 p.m., 2nd Floor Council Chambers.....	March	26, 2020

X. ADJOURNMENT

TLW/TM/HB/dw

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