

**MINUTES OF THE DANVILLE-BOYLE COUNTY PLANNING & ZONING COMMISSION MEETING
MARCH 1, 2017**

The Danville-Boyle County Planning and Zoning Commission met for a regular meeting at Danville City Hall on Wednesday, March 1, 2017 at 9:00 a.m.

COMMISSIONERS PRESENT: Jerry Leber, Chairman
William Baas
Jeffrey Baird
Vince DiMartino
Logan Germann
Susie Kelly
Terry Manon
David Walden

OTHERS PRESENT: Bruce Smith, Attorney
Paula Bary, Director
Jennie Hollon, Administrative Assistant
Lisa Bowman, Compliance Administrator
Others

Chairman Leber called the meeting to order and announced there was a quorum present. He then led the opening prayer.

1. MINUTES

Commissioner Kelly made a motion to approve the minutes of the February 1, 2017 meeting as presented. Commissioner DiMartino seconded the motion and it unanimously carried.

OLD BUSINESS

No old business

NEW BUSINESS

2. MINOR PLATS

The following minor plats were presented for approval:

- a. Rheanna Lynch – The purpose of this plat was to retrace the remaining property described in DB 410, PG 601 as well as the property described in DB 410 PG 608. The property is located at 110 Lynch Lane, Boyle County and is zoned AR-1. Paula noted that aluminum caps are required and plastic caps were set on October 27, 2016, the survey date, per the legend. Larry Wesley stated that plastic caps are permissible in Kentucky and were placed prior to the attorney's request to have planning and zoning approval on the plat. Attorney Bruce Smith stated that the Commission can waive the aluminum caps requirement under the circumstances. Commissioner

Germann made a motion to approve the plat as presented, waiving the aluminum cap requirement on 6 survey pins. Commissioner Manon seconded the motion and it unanimously carried.

- b. John Tobe – The purpose of this plat was to off-convey Tract 4A from Tract 4 of Tobe. Tract 4A lies in Boyle County and is a landlocked tract. Tract 4A can only be sold to an adjoining property owner. The property is located in Boyle County and is zoned AR-1. Commissioner Manon made a motion to approve the plat as presented. Commissioner Kelly seconded the motion and it unanimously carried.
- c. Walter Goggin Jr. Estate– The purpose of this plat was to create and off-convey two Tracts (Tracts 3-B-1 & 3-B-2) from the parent Tract of Walter Goggin Jr. Estate, and to show a 15 ft. waterline easement across the parent tract. The property is located at 2978 Bluegrass Pike, Boyle County and is zoned AR-1. Dale Sheperon shared that the deed showed the property went to the center of Bluegrass Pike. Therefore, the front yard building setback is shown as 95 feet. Commissioner Manon made a motion to approve the plat as presented. Commissioner Baird seconded the motion and it unanimously carried.
- d. Bob and Janet Orms– The purpose of this plat was to create one tract from the Bob and Janet Orms Property (Plat cab. 556A Tract A) shown as Tract A-2. The property is located at 3330 KY Hwy 52, Boyle County and is zoned AR-1. Commissioner Germann made a motion to approve the plat as presented. Commissioner Baird seconded the motion and it unanimously carried.
- e. Tarter & Tarter- The purpose of this plat was to create and off-convey two tracts from the parent tract of Tarter & Tarter (DB 401 PG 620) to show Tract F & Tract G (G is non-conforming and must be combined with an adjoining property or remain with the parent tract), and to combine Tract G with the property of Josh and Jenny Tarter, DB 409 PG 71. The property is located on Irvine Road, Boyle County and is zoned AR-1. Commissioner Kelly made a motion to approve the plat as presented. Commissioner DiMartino seconded the motion and it carried unanimously.
- f. Joseph & Regina C. Sapp– The purpose of this plat was to create and off-convey one tract from the parent tract of Larry Sapp shown as Tract 1-A. Tract 1-A is a non-conforming lot and must be combined with an adjoining property or remain with the parent tract, and to combine Tract 1-A with the property of James Smith. The property is located on Oscar Bradley Road, Boyle County and is zoned AR-1. Commissioner Germann made a motion to approve the plat as presented. Commissioner Manon seconded the motion and it unanimously carried.

3. HORIZON'S POINTE PLAT REVOCATION

Dale Sheperon requested the final plat approved on April 21, 2004 be revoked. (The plat was approved but never filed due to not receiving the owner's signature and the Letter of Credit.) The property is located on US 127/150 Bypass, Danville and is zoned H-C. Dale stated that the 2003 Horizon's Pointe final plat must be revoked and the next plat will replace it. Commissioner Manon made a motion to approve the minor plat revocation. Commissioner Kelly seconded the motion and it unanimously carried.

4. DAVIS & DAVCO FINAL PLAT AMENDMENT #1

A final plat amendment for Jim and Nancy Davis, Davis/Davco Property, was presented by Dale Sheperon, AGE Engineering. The purpose of the plat was to: (1) retrace the property of James and

Nancy Davis (Tract 1), (2) divide the property into two tracts shown as Tract 1A and Trace 1B, and (3) to show a 60 ft. ingress/egress easement for the future extension of Summit Drive. The property is located at US Hwy 127 Bypass/Perryville Road, Danville and is zoned H-C. Commissioner Manon made a motion to approve the plat as presented. Commissioner Germann seconded the motion and it unanimously carried.

5. BYPASS CENTRE SECTION 2, LOT 4

A final plat for Bypass Centre Section 2 Lot 4 was presented by Kendal Wise, Vantage Engineering. Paula stated that a letter of credit would be needed for the roadway improvements. The purpose of the plat was to create Lot 4 and to dedicate Shannon Way right-of-way. The property is located at 3795 South Danville Bypass, Danville and is zoned H-C. Commissioner Kelly made a motion to approve the plat as presented. Commissioner Germann seconded the motion and it unanimously carried.

6. CATTLEMAN’S ROADHOUSE SITE PLAN

A site plan for Cattleman’s Roadhouse was presented by Kendal Wise, Vantage Engineering. The purpose of the plat was to gain approval for the construction of a 6361 sq. ft. restaurant and associated site improvements. The property is located at 3795 South Danville Bypass, Danville and is zoned H-C. Bill Hisle, owner of Cattleman’s Roadhouse, shared that the Kentucky owned company planned to start building in April and open in September 2017. Commissioner Germann made a motion to approve the site plan. Commissioner Manon seconded the motion, and it unanimously carried.

7. DANE BURRIS SITE PLAN

A site plan for Dane Burris was presented by Kendal Wise, Vantage Engineering. The purpose of the plat was to: (1) gain approval for the construction of a warehouse, (2) retrace the boundaries of Dane Burris, (3) to reroute stormwater through a new detention pond, and (4) to request a landscape variance for Section 9.11.9.1 (street frontage requirement) due to existing powerlines along road frontage. The property is located at 620 Roy Arnold Blvd., Danville and is zoned IBD. Paula stated that this property was part of Urban Renewal and has a 25 foot building line. Commissioner Manon made a motion to approve the site plan. Commissioner Germann seconded the motion and it carried unanimously.

8. COMPREHENSIVE PLAN 2017 ADOPTION

Paula reported that the Comprehensive Plan was complete. Chairman Leber opened the floor for public comment on the 2017 Comprehensive Plan. Sarah Vahlkamp asked the Commission to approve the Plan. She stated that the plan contained a wealth of pertinent information for development and economic growth, and for the protection of the environment. Kentucky statues state that “at least once every five years the Commission shall amend or re-adopt the plan elements.” The current plan was adopted in 2007. In 2012, the Goals and Objectives were adopted. Ms. Vahlkamp continued, that over the past three years, there have been many public hearings to receive community input about the land surrounding Hwy 2168 and this plan represents the best public interest. Commissioner DiMartino made a motion to adopt the text and the maps of the Comprehensive Plan. Commissioner Manon seconded the motion and it unanimously carried.

CHAIR BUSINESS

1. ZONING ORDINANCE AMENDMENT-SECTION 4.7(7)(D) (Tabled 2/1/2017)

Paula shared that she had met with the City Engineer and they agreed that Danville-Boyle County has a structured Site Plan process and it was acceptable to keep this structure. Paula said that there was an allowance for smaller projects to develop without a site plan already, such as projects under 25% or 3,000 square feet, without planning and zoning approval. Additionally, the Commission has already taken utility company signatures off Final Plat Amendments, with a resolution to the sub regs. Commissioner Baird reviewed that Luther Galloway had requested the utility company’s signatures be removed, after

he was the one to originally require them as a former City Engineer, because he felt they were a duplication of signatures already on a final plat, and the signatures were difficult to obtain.

*Ms. Bary shared that Kendal Wise stated at the February 1, 2017 meeting that most surrounding counties require utility company signatures on site plans, and it is a good idea to let utility companies know when new developments may begin. Commissioner Germann asked if the utility companies provided any feedback. Paula stated that she did not contact the utility companies other than the City Engineer, nor had she heard any feedback from them about the removal of signatures.

*Commissioner Baird asked if utility company signatures were on all final plats. Paula stated that after 1990, utility company signatures are on final plats. Prior to 1990, no utilities are shown on plats.

*Commissioner DiMartino revisited the argument that getting signatures often requires traveling out of town, such as to Frankfort, and slows down the site plan development process.

*Commissioner Germann stated that the real question is if utility companies need to see site development plans.

Commissioner German made a motion to table the Zoning Ordinance Amendment. Commissioner Kelly seconded the motion and it carried unanimously.

2. BYPASS CENTRE-SECTION 2 PLAT RENEWAL

Kendal Wise submitted a letter stating that Ron Pfaff with Danville Host, LLC is requesting the preliminary plat for Bypass Centre Section 2, to be renewed. The plat expired on February 5, 2017. Commissioner Manon made a motion to renew the plat for one year. Commissioner Germann seconded the motion and it unanimously carried.

3. CENTRE COLLEGE PLAT RENEWAL (Walnut/College/Beatty/Russell)

James Leahey submitted a letter requesting the preliminary plat for Centre College be renewed. The plat expires on March 18, 2017. Commissioner Baird made a motion to renew the plat for one year. Commissioner Kelly seconded the motion and it unanimously carried.

4. PAYMENT OF BILLS

A list of bills in the amount of \$8,761.76 was presented for approval. Paula stated that the bills included much needed new maps with zoning that will be hosted by Bluegrass ADD. Commissioner Germann made a motion to pay the bills. Commissioner DiMartino seconded the motion and it unanimously carried.

5. FINANCIAL REPORTS

The financial reports for January 2017 were presented for approval. Commissioner Manon made a motion to approve the reports as presented. Commissioner Kelly seconded the motion and it unanimously carried.

6. 2017-2018 BUDGET

Commissioner Terry, whom is on the Budget Committee, shared that since permit levels are approximately half of what they once were and customer needs are being met, a four-day work week has been budgeted. This will allow funding requests from the City and County to remain at the same level. A \$44,000 reserve is in the budget, to allow for a positive cash flow balance through the slower months, along with \$3,000 toward the vehicle fund. Commissioner Baird made a motion to approve the 2017-2018 budget as presented. Commissioner Germann seconded the motion and it unanimously carried.

This concluded the business scheduled on the agenda. The meeting was adjourned at 10:00 a.m.

Prepared by:

JENNIE HOLLON, ADMINISTRATIVE ASSISTANT