

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

**JUNE 10, 2010**

The regular meeting was held in the Scott County Courthouse on June 10, 2010. The meeting was called to order by Chairperson Mike Bradley at 6:00 p.m. Present were Commissioners Greg Hampton, Janet Holland, John Lacy, Jimmy Richardson, Ralph Tackett, Bias Tilford, Melissa Waite, and Steve Woodrum, Interim Director Earl Smith, Engineer Ben Krebs, Planners Brian Shorkey, Joe Kane, and Bonnie Skinner, and Attorney Charlie Perkins.

Those in attendance intending to speak before the Commission were sworn in by Mr. Perkins.

Motion by Waite, second by Tackett, to approve the May invoices. Motion carried.

Motion by Holland, second by Tackett, to approve the April 8, 2010 minutes. Motion carried.

Motion by Richardson, second by Holland, to approve the May 13, 2010 minutes. Motion carried.

With the addition of Item E. Personnel Discussion, and Item F. Budget Discussion under Other Business, motion by Woodrum, second by Hampton, to approve the June agenda. Motion carried.

Postponements/Withdrawals

Chairman Bradley stated that the Saunders Property and the Gayla Farms applications have been postponed to the July meeting. Motion by Lacy, second Tackett, to postpone those two items. Motion carried.

Consent Agenda

A representative for the Arthur Property application agreed with their conditions of approval and there were no concerns expressed by the Commission or public. Motion by Richardson, second by Woodrum, to approve the one item on the Consent Agenda. Motion carried.

PSP-2010-07 Golf Townhomes of Cherry Blossom, Phases A, B, and C Amended – Amended Preliminary Subdivision Plat for Golf Townhomes of Cherry Blossom (Phases A, B, and C), located on the east side of Riviera Drive, west of Lanes Run Creek, northwest of Old Oxford Road.

Glen Hoskins, representing the applicant, explained why the applicant is asking for a postponement to the July meeting. Chairman Bradley stated that the application will be postponed.

PDP-2010-12 Lifestyle Communities – Preliminary Development Plan for 228 multi-family units in 23 residential buildings, plus one clubhouse and two miscellaneous buildings on 19.061 acres, located on the northeast corner of Old Oxford Road and Magnolia Drive, behind Lowes.

Mr. Shorkey reviewed the staff report. He noted that the cross-section of the streets on the interior of the property show 3' sidewalks. Our standard is 4', and the applicant has agreed to show 4' sidewalks on the Final Development Plan.

Mr. Shorkey also discussed the issues of the sinkhole area being used as a park, and the bollards across the entrance on Old Oxford Road, making it emergency access only. Since the bollards were approved and the Level of Service B on Magnolia Drive is acceptable, the applicant is requesting approval to place a note on the plan that requires turn lanes on Old Oxford Road to be evaluated and constructed if the bollards are ever removed to allow general traffic to use that entrance. If the Planning Commission requires a full entrance on Old Oxford Road to meet the requirements of the Subdivision Regulations, then the bollards shall be removed from the Final Development Plan.

He recommended approval of the waiver that would allow the park concept to be developed as shown, but with a detailed geotechnical investigation of the sinkhole. (Without the waiver, the area would have to remain undeveloped.)

Mr. Krebs addressed the issue of the bollards on the Old Oxford Road entrance, stating that in general two full entrances are preferable, but in this case, the applicant has shown that they only need one, and in case of emergency, the Old Oxford Road entrance could be used.

It was also noted that the sinkhole does not have an open throat, but rather is a depressed area.

Commissioner Woodrum expressed concern about allowing only one entrance to the subdivision on Magnolia Drive. He felt that turn lanes should be required at the Old Oxford Road entrance and the bollards removed.

Chris Mischel, Palmer Engineering and representing the applicant, stated that the traffic study done for the project found that the sight distance and Level of Service was acceptable for both entrances, and that using only the Magnolia Drive entrance

would be acceptable. The study also found that, following KYTC standards, there will not be enough traffic to warrant a left turn or right turn lanes.

Mr. Mischel explained the normal remediation process that is performed on sinkhole areas. He stated that once construction begins, they will excavate the area and have a geotechnical engineer on site to evaluate the sinkhole to make sure it is properly remediated.

Discussion continued on the sinkhole issue.

Ron Coyan, Lifestyle Communities, noted that 60' of setback is planned along Old Oxford Road for any future road widening.

Jay Griffin, Old Oxford Road resident, stated that in the five years that he has lived on Old Oxford, traffic has increased dramatically due to the approval of new subdivisions further down the road. He was concerned that the emergency access might be used for a primary access in the future. He also expressed concern about maintenance of the rain garden/retention pond that is across from his home, and about whether the landscaping is sufficient.

Mr. Shorkey stated that a species specific landscape plan is required at the final development plan stage, and that there is a very specific list of trees/shrubs from which the developer can choose to plant.

It was noted that there are no plans for any structures on the open area across from Mr. Griffin. It will be a grass area that is mowed on a regular basis.

The bollards were discussed. Mr. Mischel stated that they are a metal bollard that will fall down when hit by an emergency vehicle and can be easily re-installed afterward. It was agreed to waive the requirement of a second general entrance and to restrict the access of the second entrance to emergency use only with bollards to keep out general traffic.

Commissioner Woodrum expressed concern about allowing only one entrance in view of the number of units in the development. Mr. Coyan stated that their design and marketing emphasize a common area where mail is picked up and accessed by a main entrance, and that design has proven successful. It was noted again that if it becomes apparent that the second entrance is needed for general traffic, an evaluation can be made and the bollards removed if necessary. Condition #4 was amended to read that if the bollards are not approved, or approved and removed in the future, then the requested improvements to Old Oxford Road shall be made. Chairman Bradley added that the bollards can be removed for reasons other than just increased traffic on Old Oxford Road.

After further discussion, Mr. Perkins suggested a 10<sup>th</sup> condition that reads, "The Final Development Plan approval will include a provision for a five-year review of the second entrance."

**Motion by Woodrum, second by Lacy, to approve the Preliminary Development Plan subject to the nine conditions, including the amendment to condition #4, plus the 10<sup>th</sup> condition regarding the second entrance, and the two waivers regarding the sinkhole and the emergency bollards/second entrance. By roll call vote, motion carried 9-0.**

Land and Timber Subdivision Regulation waiver request

Mr. Shorkey reviewed the request for a waiver from the Cluster Subdivision Regulations that say that the common open space must be in one contiguous lot. He explained the need for the waiver (see letter dated June 3, 2010), and there were no concerns expressed from the Commission or public.

**Motion by Lacy, second Richardson, to approve the request for a waiver from the Cluster Subdivision Regulations for Cedar Hills Subdivision, Phase II-A. Motion carried.**

Amendments to the Employee Handbook

Mr. Smith reviewed the proposed changes to the Employee Handbook regarding compensation policies, time off benefits, and insurance and related benefits.

Regarding the Sick Leave Compensation Program and the Physical Fitness Expense Reimbursement Program, Commissioner Woodrum felt that officially discontinuing the programs retroactively is unfair to anyone depending on the benefit.

After some discussion, motion by Woodrum, second by Tilford, to amend the proposed termination date of the Sick Leave Compensation Program to June 30, 2010 and the Physical Fitness Expense Reimbursement Program to June 10, 2010. Motion carried.

Discussion of Liability Insurance

It was clarified by KLC and KACo that the Commission does not have liability insurance. The quote from KLC and liability insurance in general were discussed.

It was agreed that other quotes should be obtained and that the Executive Committee along with Commissioner Woodrum have the authority to review and enter into a contract for liability insurance.

**Motion by Tilford second by Waite, to authorize the Executive Committee and Commissioner Woodrum to review and enter into a contract for liability and property insurance for no more than \$20,131. Motion carried.**

Discussions with developers and builders

Chairman Bradley reported that Commissioner Holland is working to schedule a public meeting with developers and builders to discuss possible ways of improving the development process. He will inform the Commission of the date when it is set.

FY 10-11 budget

The shortfall in the FY 10-11 budget was discussed. Chairman Bradley reported on the proposal from the City Engineer that transfers funds from his budget to the Planning Office budget and allows for our staff to work on several projects for the City Engineering Department. Our staff is qualified to perform the work and can do it for less money than consultants would charge.

Mr. Smith stated that he discussed with Mr. Krebs the feasibility of the proposal, and they feel that our staff is capable and it would be beneficial for both departments.

Chairman Bradley noted that Fiscal Court needs to address the matter and that the added funding is not guaranteed for the next fiscal year.

**Motion by Richardson, second by Lacy, to authorize Mr. Smith to enter into an agreement with the City Engineer for the transfer of funds in exchange for Planning staff work on City Engineering Department projects. Motion carried.**

Motion by Woodrum, second by Lacy, to enter into Executive Session to discuss personnel matters. Motion carried.

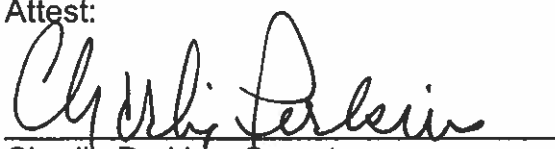
The Commission re-entered Open Session. No action was taken.

The meeting was then adjourned.

Respectfully,

  
Mike Bradley, Chairperson

Attest:

  
Charlie Perkins, Secretary

