

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

**AUGUST 12, 2010**

The regular meeting was held in the Scott County Courthouse on August 12, 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, Planners Brian Shorkey and Joe Kane, and Attorney Charlie Perkins.

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

Motion by Lacy, second by Holland, to approve the July invoices. Motion carried.

Motion by Richardson, second by Waite, to approve the July 8, 2010 minutes. Motion carried.

Motion by Waite, second by Holland, to approve the August agenda. Motion carried.

Postponements/Withdrawals

Chairman Bradley stated that the Cedar Hills Subdivision Amended application has been postponed to the September meeting. Motion by Richardson, second by Holland, to postpone that item. Motion carried.

Consent Agenda

A representative for the Johnson Controls Parking Lot Addition application agreed with their conditions of approval and there were no concerns expressed by the Commission or public. Motion by Lacy, second by Tackett, to approve the one item on the Consent Agenda. Motion carried.

PSP-2010-11 Gayla Farms – Preliminary Subdivision Plat for a 14-tract subdivision on a 718-acre farm, located on the south side of Cynthia Road in eastern Scott County.

Mr. Kane reviewed the staff report. He noted the requested variance regarding the length of the cul-de-sac and the proposed horse carriage driving museum, which will require review and approval by the County Board of Adjustment. He also discussed the perimeter fence that is required.

The length of the cul-de-sac was discussed. Commissioner Lacy asked if the secondary access will be constructed to County standards. Mr. Kane responded that it will not be. It will serve as an emergency access only, and may be required to be graveled by the Fire Department.

Rena Wiseman, representing the applicant, stated that the road will be completed to whatever standards are required by the Fire Department. She stated 75% of the road is graveled now. She also stated that the entire carriage trail, which goes around the circumference of the farm, is now fenced with a double fence (wire fence on the property line, with a board and wire fence on the interior), except the boundary with the Benton Trust farm. She asked that they be allowed to continue the same kind of fencing on that portion of the trail, instead of the minimum three plank fence as stated in the conditions of approval.

She agreed with the conditions of approval with the request to amend #12 regarding the fencing. It was clarified that the existing fence is a woven wire fence with a plank on top.

Jesse Kleintov, New Oxford Road resident, asked if the emergency access road will be used by the residents to use New Oxford Road. Chairman Bradley stated that it is for emergency access only.

**Motion by Tilford, second by Holland, to approve the Preliminary Subdivision Plat, including the requested variance, condition #2 being changed from Georgetown Fire Department to Scott County Fire Department, and condition #2 being changed from three plank fence to woven wire fence with top board. Motion carried.**

PSP-2010-07 Golf Townhomes of Cherry Blossom, Phase 3 – Amended Preliminary Subdivision Plat for 27 units on 5.12 acres, located on the east side of Riviera Drive, west of Lanes Run Creek, northwest of Old Oxford Road.

Mr. Kane reviewed the history of the plats in the area. The applicant is requesting to amend PDP-2006-10 from fourplex buildings to single-family lots or duplexes, to reduce the front setback from 30 to 20 feet, and a clarification of the required timing of the roadway improvements to Ikebana Path.

He addressed each of those requests in detail.

Brent Combs, Thoroughbred Engineering representing the applicant, requested that condition #1, which limits the number of multi-family units allowed on one entrance to 100, also state that 200 single-family lots are permitted on one entrance. He also requested that condition #2, which requires a hammerhead turnaround, be amended to require an approved turnaround.

Mr. Combs also asked about an agreement between the applicant and Icon Properties regarding road construction that was conditioned upon the purchase of a tract by Lifestyle

Communities. Since Lifestyle Communities is now locating behind Lowes, he felt the agreement would never come to fruition.

Phasing of the extension of Ikebana Path was discussed. Commissioner Woodrum expressed concern about road improvements not being completed. Discussion continued on the matter. Commissioner Woodrum felt that the Connector Road area cannot handle more traffic until improvements and new connections are made.

It was clarified that the road connection to Old Oxford would have to be made or a second entrance would have to be constructed prior to the 100<sup>th</sup> lot getting final plat approval.

**Motion by Tilford, second by Woodrum, to continue the application to the September meeting to give the applicant time to submit more specific proposals on traffic control that may include a timetable for improvement, but more specific than leaving the traffic questions open for future development. Motion carried.**

#### Vision 2020 presentation

Mr. Smith introduced Johnny Griffin and Grover Hibbard, who have been working on the Vision 2020 project, which can be helpful to the Commission in the next Comprehensive Plan update.

Mr. Griffin reviewed the history of the project, which started in 1995 through the Chamber of Commerce. He and Mr. Hibbard then reviewed the goals and objectives, some of the highlights, and the on-going efforts to monitor and implement the plan to make a more attractive and livable community.

#### Discussion of bylaws

Chairman Bradley reported that the bylaws are in need of updating, making sure that all provisions conform to State law. He stated that a simple majority vote is required to make changes.

Motion by Lacy to form a committee, consisting of the Planning Director, a member of the Executive Committee and another Commission member, to work on updating the bylaws.

Commissioner Hampton felt that issues have arisen that need addressed at this meeting, one being the existence of an Executive Committee. Mr. Perkins stated that it started as the "Agenda Committee," which was started before there was a fully-functioning staff to ensure that all information was being made available to the Commission. It was done with proper authority, but not incorporated into the bylaws.

Commissioner Woodrum asked specifically what their duties are. Mr. Perkins stated that after staff assumed the original duties, it became a "workshop" to discuss potential

problems or issues that might be resolved with the applicant prior to the Commission meetings.

Commissioner Woodrum felt that there is no longer a need for an Executive Committee since there is a full Commission workshop the Monday before the regular meeting.

Commissioner Lacy felt that the Executive Committee provided a sounding board for the Director. Chairman Bradley stated that issues such as purchasing or personnel grievances were discussed. Commissioner Woodrum felt that the Committee discussed issues that are the purview of the entire board.

*Roberts Rules* and State law were discussed regarding the issue of the Chairman voting. Mr. Perkins stated that the Chairman has the same voting right and responsibility as other members. To avoid the possibility of excessive influence, he/she should vote last, and can withhold his/her vote if it would not alter the outcome. Making and breaking ties is essential.

Commissioner Richardson stated that, as a Planning Commissioner and as an Executive Committee Member, he represents everyone, not just County residents.

Discussion continued on the role of the Executive Committee. It was clarified that action can be taken at the workshop if the meeting is properly noticed and there is a quorum present.

**Motion by Richardson, second by Waite, to dissolve the Executive Committee as it stands, and retain Chairman Bradley and Vice Chairman Lacy for the workshop meetings. Motion carried 6-2.**

It was agreed that the Commissioners will review the bylaws and submit questions and suggestions at the next workshop. At that time, a special meeting will be set to draft revised bylaws.

#### Update of previously approved projects and agenda items

Mr. Smith asked the Commission if bids should be requested for the FY 09-10 audit. Commissioner Hampton felt that it is not a good idea to bid it out year after year.

Mr. Smith reported on the status of filling the vacant Engineer position. There are ten applicants, and three or four have been chosen for interviews. He gave a status report on the City engineering project.

He then reported that one quote has been received regarding monitoring the fire and security system, and one quote is yet to come in.

Personnel matters


Motion by Holland, second by Hampton, to enter executive session. Motion carried.

Motion by Woodrum, second by Holland, to re-enter open session. Motion carried unanimously.

**Motion by Richardson, second by (Woodrum OR Holland), to offer the permanent position of Director of Development Services to Earl Smith, the Interim Director, at the annual salary of \$60,000, for the reason that Smith's performance as Interim Director during a difficult several months demonstrated his qualifications and experience as equivalent to those set out in the job description. By unanimous vote, the Commission unanimously adopted the motion to offer to Earl Smith the position of Director of Development Services at the annual salary of \$60,000.**

The meeting was then adjourned.

Respectfully,



Mike Bradley, Chairperson

Attest:



Charlie Perkins, Secretary