

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

January 10, 2013

The regular meeting was held in the Scott County Courthouse on January 10, 2013. The meeting was called to order by Chair Melissa Waite at 6:00 p.m. Present were Commissioners Jeff Caldwell, Greg Hampton, Janet Holland, Rob Jones, John Shirley, Stephen Smith, Frank Wiseman, and Horace Wynn (arrived late), Planning Director Earl Smith, Senior Planner Joe Kane, Planner Megan Enyeart, Engineer Brent Combs, and Attorney Charlie Perkins.

Motion by Wiseman, second by Holland, to approve the December invoices. Motion carried.

Motion by Shirley, second by Smith, to approve the December 13, 2012 minutes. Motion carried.

With the addition of item D, a discussion on the procedure for handling complaints against staff, motion by Jones, second by Smith, to approve the January agenda. Motion carried.

Postponements/Withdrawals

The Stoeckinger Property application was withdrawn from the agenda. Motion by Jones, second by Shirley, to approve the item for withdrawal. Motion carried.

Consent Agenda

A representative of the ETM Office Complex application agreed with their conditions of approval and there were no comments from the Commission or public. Motion by Hampton, second by Wiseman, to approve the Preliminary Development Plan for the ETM Office Complex application. Motion carried.

Zoning Ordinance Update

Ms. Enyeart reported that the *Zoning Ordinance* has been updated to include all of the text amendments and changes since 2003.

U.S. 25 S. Small Area Plan

Ms. Enyeart reported on the Advisory Committee meeting that was held on January 9 that focused on the environmental issues. Three presentations were given by experts on 1) the Cane Run Watershed, 2) sewer extension issues, and 3) the Wellhead Protection Plan for the Royal Spring Aquifer. The committee reviewed the research that had been done in the past month, including several maps showing the Cane Run Watershed, floodplain data, the Royal Spring Aquifer, and soils information.

She provided information that compared existing regulations that target environmental policies with best management practices that were taken from the Cane Run Watershed Plan and the Wellhead Protection Plan and discussed what changes need to be made to make them consistent. The committee discussed stream buffers, empowering the Wellhead Protection Committee, expanding the C-1 zones, making the Greenbelt a zoning district, and encouraging less intense agricultural uses as a way to create a stronger distinction between rural and urban areas. Further defining agricultural zoning was also discussed.

The Commissioners were also provided a survey that was created to get input from the committee members and the Planning Commissioners.

Commissioner Jones who is on the Advisory Committee, commended Mr. Kane and Ms. Enyeart on the excellent work that is being done. He stated that he has learned more than he imagined about the importance of the Cane Run Watershed.

Procedure for handling complaints against staff

Mr. Smith presented the document that was drafted by Mr. Perkins that sets forth policies regarding complaints against staff and to be incorporated into the Employee Handbook.

Mr. Perkins reviewed the policies, noting that they were suggested by Commissioner Hampton. The policies outline the authority/duties of the Director, the Executive Committee, and the full Commission.

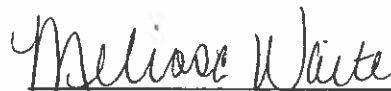
Commissioner Hampton supported the document, stating that it provides two levels of review, and three levels of review if necessary. Commissioner Wiseman felt the document was very well written.

Commissioner Wynn asked if there are already similar policies of the City and County. Mr. Perkins replied that they have their own policies, but their policies do not apply to the Planning Commission. Commissioner Jones added that the City has an HR department, and the Planning Office does not, and Chairman Waite stated that GMWSS has their own policies. Mr. Perkins noted that by State law, the Planning Commission is a joint organization, unlike the structure of the City or County.

Motion by Smith, second by Wiseman, to adopt the Procedure for Handling Complaints Against Staff as written. Motion carried unanimously.

The meeting was then adjourned.

Respectfully,



Melissa Waite, Chair

Attest:



Charlie Perkins, Secretary