

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

May 8, 2013

The regular meeting was held in the Scott County Courthouse on May 8, 2013. The meeting was called to order by Chairman Greg Hampton at 6:00 p.m. Present were Commissioners Jeff Caldwell, Cindy Foster, Janet Holland, Rob Jones, John Shirley, Stephen Smith, Frank Wiseman, and Horace Wynn, Planning Director Earl Smith, Senior Planner Joe Kane, GIS Analyst Matt Tolar, GIS Technician Whitley Wolfe, Engineer Brent Combs. Absent was Attorney Charlie Perkins.

Motion by Jones, second by Caldwell, to approve the April invoices. Motion carried.

Motion by Holland, second by Smith, to approve the April 11, 2013 minutes. Motion carried.

Motion by Smith, second by Wiseman, to approve the May agenda. Motion carried.

Postponements/Withdrawals

There were no items for postponement or withdrawal.

Consent Agenda

The applicant for the Scott County Veterinary Clinic agreed with the conditions of approval and there were no concerns expressed by the Commission or public. Motion by Jones, second by Shirley, to approve the one item on the Consent Agenda. Motion carried.

Those in attendance who intended to speak before the Commission were sworn in by Chairman Hampton.

PDP-2013-05 LC Bakery (Buddy and Leshia Clark) – Final Development Plan for a bakery on a .198-acre vacant lot on West Main Street in downtown Georgetown, zoned B-3.

Mr. Kane reviewed the status of the application. During the preliminary approval, the Commission required the Final Development Plan to be reviewed by the full

Commission and that the applicant receive design assistance from the Kentucky Heritage Council. He stated that two issues have been discussed with the Planning Commission at the workshop, which are the proposed gravel to be placed in the pervious area around the parking lot, and the driveway on Main Street that is no longer needed. He stated that KYTC would like to see the driveway removed and the sidewalk constructed to match the surrounding sidewalk, but they are leaving that decision to the Planning Commission. He stated that staff recommends removing the driveway for safety reasons and that the curb and sidewalk should be restored to match the existing sidewalk. Regarding the proposed gravel, he stated that the Landscape Ordinance allows for groundcover other than grass where appropriate, and he recommends whatever material they use be reviewed and approved by staff.

Mr. Kane briefly reviewed the design of the proposed building, including the changes on the latest proposal. He stated that the biggest concern of the Heritage Council is that the small windows do not look like a storefront typical to Main Street, and that the low height of the one-story building is not compatible with the scale and proportions of the other buildings in the historic district. Also included in their recommendations are a double door instead of a single door, raising the windows, eliminating the false windows, and wrapping the brick around the side of the building at least 10'.

He recommended approval of the Final Development Plan with the additional condition that the driveway be removed and the sidewalk be restored, and that condition #8 be amended to say the pervious areas around the rear parking lot shall not utilize DGA but shall be sodded or landscaped with materials approved by staff.

Tony Justice, representing the applicant, agreed with condition #7 regarding the driveway, and the change to condition #8. He addressed the proposed changes to the design, which included removal of the 4' overhang, the addition of awnings to the side, three brick columns to the courtyard, decorative lampposts on top of the columns, and decorative cornices.

Lewis Wolfe, Main Street resident and commercial property owner, expressed concern about the façade still not being compatible with the downtown streetscape. He stated that the revised plan does not look like what the Heritage Council recommended. He expressed hope that the applicant will work with the Planning Commission to provide a façade that is more fitting in the historic district.

Kitty Dougoud, a member of the Design Committee for the Mainstreet Program and employee of the Kentucky Heritage Council, reviewed the recommendations of the Heritage Council.

Commissioner Wiseman asked if the applicant's plan is a matter of cost. Mr. Justice stated that he felt it is a matter of the applicant's opinion, and addressed several items that had been discussed with the Heritage Council.

Commissioner Shirley felt this application is a prime example of the need for an historic overlay ordinance. He stated that this project has been discussed more than larger, higher impact projects, and if the ordinance had been in place, the applicant would have known from the start what the requirements are and whether he could afford to rebuild the property.

Commissioner Jones asked about possible deliveries in semi trucks, and if they will affect traffic on Main Street. Mr. Clark, applicant, replied that the trucks will be small and use the rear of the building, but if they were ever made in a semi truck, they could park on Water Street. Commissioner Wynn stated that this business is no different than other businesses on Main Street that might get large deliveries.

Commissioner Jones asked about the space in between the buildings, wrapping the brick around to the side of the building, and if a sample of the siding has been obtained. No sample of the siding had been obtained.

Motion by Shirley, second by Wiseman, to approve the Final Development Plan, subject to the eleven (11) conditions of approval. Motion carried 7-1, with Jones dissenting.

GIS Presentation

Mr. Smith announced that the GIS Department has won an award from KAPA for the most innovative use of technology in planning, which will be awarded at the KAPA conference that many of the Commissioners will be attending.

Matt Tolar, GIS Analyst, reviewed the capabilities of the PlatFinder application and ArcGIS Online, both of which contributed to winning the KAPA award. The PlatFinder application enables recorded plats to be accessed and downloaded from mobile devices, along with Board of Adjustment rulings, HOA information, street ownership, and other information. The ArcGIS Online subscription enables a limited number of users to configure maps to their own particular needs in their own home or office.

The Commission was enthusiastic about the technology and its potential uses, and Commissioner Holland commended Mr. Tolar for his work. Mr. Smith also commended Whitley Wolfe in the GIS Department for her work in data entry and editing that has helped bring the technology into use.

Developer requests for extensions on Letters of Credit

Mr. Combs reported that the developers of Edgewater Subdivision and of Woodland Estates have requested a second extension. He stated that both subdivisions are essentially empty.

Motion by Jones, second by Wynn, to approve a second extension of the Letters of Credit for Edgewater Subdivision and Woodland Estates. Motion carried.

Personnel reviews

Mr. Smith reported that the evaluations for both Megan Enyeart and Whitley Wolfe were very positive. He provided the Commission with written summaries of the evaluations and recommended they be made permanent employees.

Motion by Jones, second by Smith, to approve Megan Enyeart and Whitley Wolfe as permanent status employees. Motion carried unanimously.

U.S. 25 S. Small Area Plan Update

Mr. Smith reported that 30-40 people attended the public meeting at Grace Christian Church. He stated that the group's priorities were as follows: 1) a future land use plan; 2) the health of the Cane Run Creek and the watershed; 3) a groceries/commercial node along Lisle Road; and 4) U.S. 25 road design.

He stated that one more advisory committee will held on May 22, and the next public meeting will be held at Grace Christian Church again on June 4. The final recommendations will be brought to the Planning Commission at the June meeting.

Update of previously approved projects and agenda items

Mr. Smith announced that staff will be discussing the growth of Scott County at a Fiscal Court workshop on June 7. It was requested that the same information be presented to the Commission at the June 13 meeting.

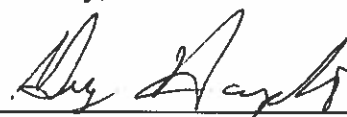
Mr. Smith then reported on the study that was done with a Georgetown College GIS class on commercial landscaping. The report will be presented at the June meeting.

Mr. Smith discussed the upcoming KAPA conference, which several of the Commissioners are attending to satisfy H.B. 55 education requirements.

He then introduced Jeff Thompson, a UK student who will be an intern in the Planning Office for the next month. Mr. Thompson spoke briefly about his career goals. He will be gathering information on trails for Scott County.

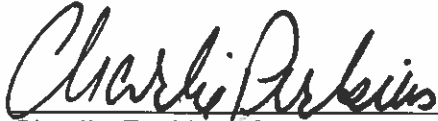
The meeting was then adjourned.

Respectfully,



Greg Hampton, Chairman

Attest:



Charlie Perkins, Secretary