

**BOONE COUNTY PLANNING COMMISSION
BOONE COUNTY ADMINISTRATION BUILDING
FIRST FLOOR FISCAL COURTROOM
BUSINESS MEETING
JANUARY 4, 2012
7:00 P.M.**

COMMISSION MEMBERS PRESENT:

Mr. Greg Breetz
Mr. Kim Bunger, Secretary/Treasurer
Mr. Mike Ford, Vice Chairman
Ms. Janet Kegley
Mr. Jim Longano
Mr. Don McMillian
Ms. Lisa Reeves
Mr. Charlie Rolfsen, Chairman
Ms. Susan Schultz
Mr. Bob Schwenke
Mr. Steve Turner

COMMISSION MEMBERS NOT PRESENT:

Mr. Ben Brandstetter
Mr. Mark Hicks
Mr. Charlie Reynolds

LEGAL COUNSEL PRESENT:

Mr. Dale Wilson

STAFF MEMBERS PRESENT:

Mr. Kevin P. Costello, AICP, Executive Director
Mr. Kevin T. Wall, AICP, Director, Zoning Services
Mr. Mitchell A. Light, Assistant Zoning Administrator/ZEO

Approval of the Minutes:

Mr. Rolfsen stated that the Commissioners received copies of the Minutes of the November 30, 2011 Public Hearing and the December 7, 2011 Business Meeting. He asked if there were any comments or corrections. There being no changes to the Minutes, **Mr. Ford moved that the Minutes be approved as written. Mr. Schwenke seconded the motion and it carried unanimously.**

BILLS:

Kevin P. Costello, AICP, Planning Commission Executive Director, advised the Commissioners of the **Bills to be Paid**, which included a list of **Expenses** and **Salaries** and **Benefits** for a time period between 12/08/11 through 01/04/12.

SALARIES AND BENEFITS:

FICA-BCPC Portion	\$ 4,494.47
Health / Dental / Life	-2,305.03
Retirement - BCPC Portion	15,329.35
Salaries - Staff Expense	64,737.32
Salaries BCPC & BOA	
Salaries - BCPC	999.73
Salaries - BCBOA	97.53
TOTAL:	\$83,353.37

EXPENSES:

Accounting Fees	\$ 1,037.23
Auto Expense	100.79
Consultant / Profess Svcs Fees	3,656.60
Filing Fees (CLURs)	144.00
Legal Ads / Recruitment	24.11
Miscellaneous Expense	284.16
Office & Board Mtg. Supplies	790.11
Office / Equipment Maintenance	481.94
Office Equipment / Expense	.60
Office Insurance	527.32
Printing / Pub/Dues / Subscriptions	1,198.43
TOTAL:	\$ 8,245.29

GRAND TOTAL: \$91,598.66

Mr. McMillian moved that the Bills (expenses and salary and benefits) be approved and paid as presented and indicated approval of those items which have been paid. Ms. Reeves seconded the motion and it carried unanimously.

ACTION ON PLAN REVIEWS:

MALL ROAD DISTRICT STUDY - Kevin Wall, Staff, et al, Bob Schwenke, Chairman

1. Request of the **Boone County Planning Commission Long Range Planning/Comprehensive Plan Committee** to consider the Mall Road District Study, a land use and zoning study which includes a series of amendments which affect the Boone County Zoning Regulations and Zoning Map. The study area is bound by I-75 to the east, Burlington Pike (KY 18) to the north, US 42 to the south, and generally by the Hopeful Lutheran Church Cemetery, Cayton Road, Buckingham Woods Subdivision, and Fairview Subdivision to the west, Florence, Kentucky.

Staff Member, Kevin Wall, read the Committee Report, which recommended approval subject to 3 changes (see Committee Report). Mr. Wall noted that the Committee voted unanimously for the request with Mr. Schwenke, Mr. Breetz, Mr. Bunger, Mr. Hicks and Mrs. Kegley voting in favor of the request.

At this time, Chairman Rolfsen asked if there was anyone in the audience who wanted to speak in favor or against the request for a 5 minute time limit. Seeing on one, Chairman Rolfsen asked if the Planning Commission members had any questions or comments?

Mr. Schwenke moved that the request be approved with the noted changes by Resolution to the City of Florence based upon the Committee Report. Mr. Ford seconded the motion and it passed unanimously.

TECHNICAL/DESIGN REVIEW - Kevin Wall, Staff; Charlie Reynolds, Chairman

2. Turfway Executive Center - 410 Meijer Drive

Mrs. Kegley moved to defer the request until the February 1, 2012 Business Meeting. Mr. McMillian seconded the motion and it carried unanimously.

NEW BUSINESS:

ZONING MAP AMENDMENT FOR SPECIAL SIGN DISTRICT - Mitch Light, Staff

3. Request of **Anne F. McBride - McBride Dale Clarion (applicant)** for **New Plan Property Holding Co. (Attn: Martin Liles) (owner)** for a Zoning Map Amendment for a Special Sign District for an approximate 11.5 acre site located at 7619 - 7647 Mall Road, Florence, Kentucky. The request is for a Special Sign District in a Commercial Two (C-2) zone to allow alternative signage.

Mrs. Kegley moved to schedule the Public Hearing for this request for February 1, 2012 at 7:30 P.M. Mrs. Reeves seconded the motion and it carried unanimously.

EXECUTIVE DIRECTOR'S REPORT:

Mr. Kevin P. Costello, AICP, Executive Director referred to a memorandum dated December 21, 2011 regarding a request by South Fork Christian Church to obtain a waiver of a portion of the fees for a Conditional Use Permit.

Mr. McMillian moved to waive a portion of the review fee for a Conditional Use Permit for South Fork Christian Church based upon the December 21, 2011 memorandum. Mr. Bunger seconded the motion and it carried unanimously.

COMMITTEE REPORTS:

Airport: Mr. Brandstetter

Mr. Costello stated that the Airport Committee will be meeting with Airport officials on Thursday, January 26, 2012 at 12:00 noon. The Planning Commission is hosting the quarterly meeting in the Boone County Fiscal Courtroom.

Administrative/Personnel: Mr. Reynolds
No Report

Enforcement: Mr. Bunger
No Report

Long-Range Planning/Comprehensive Plan: Mr. Schwenke
No Report

Technical/Design Review: Mr. Reynolds
No Report

Executive: Mr. Rolfsen
No Report

CHAIRMAN' REPORT:
No Report

OKI Report: Mr. Breetz
No Report

Other: 2012 Election of Officers

Chairman Rolfsen asked if there was a report from the Nominating Committee regarding the Election of Officers for 2012. Mr. Schwenke noted that Mrs. Kegley also served on the Committee. He mentioned that if anyone else wanted to nominate someone from the floor, they could do so after he announces the slate of officers for 2012. The recommended officers are as follows:

Charles Rolfsen	Chairman
Mike Ford	Vice-Chairman
Kim Bunger	Secretary/Treasurer
Ben Brandstetter	Temporary Presiding Officer

Mr. Schwenke asked if anyone else wanted to nominate another Board member? **Seeing no further discussion, Mr. Schwenke moved to elect the above officers by acclamation for 2012. Mrs. Kegley seconded the motion and it passed unanimously.**

Chairman Rolfsen mentioned that if any Planning Commission member wanted to serve on a specific Committee or change Committees to let him know. A new Committee list will be distributed prior to the February 1, 2012 Business Meeting.

There being no further business to come before the Planning Commission, Mr. Bunger moved to adjourn. Mrs. Kegley seconded the motion. The meeting was adjourned by unanimous consent at 7:21 P.M.

APPROVED

Charlie Rolfsen
Chairman

Attest:

Kevin P. Costello, AICP
Executive Director