

ON TUESDAY, APRIL 16, 2019 THE TECHNICAL REVIEW COMMITTEE HELD THEIR MEETING AT 10:00 A.M. IN THE 2ND FLOOR COURTROOM OF THE WOODFORD COUNTY COURTHOUSE.

MEMBERS PRESENT: Lezlie Allison, Andy Elliott, Mary Beth Robson, Chris Cobler, Mitzi Delius, Pattie Wilson, Jeri Hartley, Barrett Schoeck, John Varner, Paul Simmons

The meeting was called to order by Pattie Wilson.

MINUTES: The March 19, 2019 minutes stood approved as submitted.

NEW BUSINESS

Zone Change – Woodford County Economic Development Authority - Midway Station – Unit 1, Sections 2 & 3 - 500 McKinney Ave; 1000 McKinney Ave; 350 McKinney Ave; 40 Sharon St; 60 Sharon St; 570 McKinney Ave; 930 McKinney Ave; 975 McKinney Ave –P-1 to B-5; P-1 to I-1; R-3 to I-1 Districts – Tim Thompson, PE, LS

Tim Thompson, John Soper and Bill Moore were present. Mrs. Wilson noted that most of the property would go back to B-5 and I-1 Districts. No development plans were submitted because all of are is already platted.

TRC deficiencies were listed as follows:

1. Post Zone Change Signs by noon, Wednesday, April 24, 2019.
2. Need to add Work Place Policies and Guidelines as well as Area Wide Policies on the application.

A motion was made by Mrs. Delius, as seconded by Mr. Simmons, to forward Zone Change – Woodford County Economic Development Authority - Midway Station – Unit 1, Sections 2 & 3 - 500 McKinney Ave; 1000 McKinney Ave; 350 McKinney Ave; 40 Sharon St; 60 Sharon St; 570 McKinney Ave; 930 McKinney Ave; 975 McKinney Ave –P-1 to B-5; P-1 to I-1; R-3 to I-1 Districts onto the Planning Commission, with deficiencies corrected. The motion carried with ten (10) aye votes.

Final Record Plat – Legends Development Co, LLC – 906 Troy Pike – Unit 1, 40 Lots - R-1B District – EA Partners

Rick Nunnery with EA Partners was present. Mrs. Hartley recused herself. Mr. Nunnery requested that the Plat be heard and then bring it back in units. Mrs. Wilson noted that they would likely have to re-submit.

TRC deficiencies were listed as follows:

1. Vicinity Map – add streets.
2. Finish names of adjacent subdivisions and owners.
3. Site Statistics – existing zone is R-1A/PUD.
4. Show address number on each lot, approved by E-911 Coordinator.
5. Show all existing and proposed utility easements with dimensions. Add distances in () to tie down their locations.

6. Need Owner's signature.
7. Need Land Surveyor's signature and seal.
8. Revise detention maintenance note: "The detention and drainage easement shall be maintained by THE LEGENDS Association (the "Association"). The detention and drainage easement shall be maintained by the Association in such a fashion as to insure that the vegetative growth will not exceed five inches in height. All foreign objects, debris and silt will be removed from the detention site. No potential or actual health or safety hazard will be created. The Association shall perform periodic maintenance on all areas, other than storm drainage pipes and head walls, to insure the hydraulic function of the project. Structural and landscaping intrusions onto the detention area shall not be allowed without written approval of the City Public Works. The Association shall permit necessary access to the City Public Works for periodic inspection. Failure to comply with the above requirements shall allow the City Public Works to take the necessary action to correct the non-compliance and the cost thereof shall be borne by the Association. The City of Versailles shall have the right to assert a lien on the property to assure payment.
9. Show Detention Easement vs. Open Space on Lot 149.
10. Post signs at the end of all stub streets per Subdivision Regs.
11. Reserve the right to review and make additional comments after As-Builts are submitted.
12. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
13. Submit address approval sign-offs from E-911 Coordinator.
14. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy with **ALL** certifications signed except for Commission's Certification.
15. Submit a digital copy i.e. Auto cad file (.dwg/.dxf) in a State plane north NAD83 projection and .pdf file of the Plan referencing Application No. 2019-017 to kjohns@woodfordcountyky.org; pwilson@woodfordcountyky.org; koreel@woodfordcountyky.org
16. Submit As-Built construction plans of water and sanitary sewer (one to P&Z, one to City Public Works & one to City's Engineer), consisting of, one full size set, one 11"x 17" reduced set, and a pdf.
17. Submit itemized bond estimate for final surface course, sidewalks, and clean up only, plus 15%.
18. Request in writing an on-site inspections by City Public Works.
19. Submit a Certificate of Deposit per Sub Regs once amount is approved after on-site inspection.
20. All lot corners must be pinned.
21. Show and label bench mark.
22. Identify and note any lots with minimum finished floor elevations. Need to add Lots 132-135 as they back up to basin.
23. Show City Public Works Certification and signature.
24. When will sidewalk along KY33 be constructed.
25. Get with K.U. and Windstream on the Utility Easements.
26. City Public Works reserves the right for comment when As-Builts are submitted.

Reminder: All utilities must be underground except for feeder circuits.

Comment: Final Record Plat needs to return to TRC in May.

A motion was made by Mrs. Delius, as seconded by Mr. Varner, to re-submit plat, Final Record Plat – Legends Development Co, LLC – 906 Troy Pike – Unit 1, 40 Lots - R-1B District, once deficiencies have been corrected. The motion carried with nine (9) aye votes.

Amended Final Record Plat – Edmonds Cross – Unit 3D, Lot 64– Ball Homes LLC – 273 Brunswick Circle – R-1B/PUD District – EA Partners

Rick Nunnery and Brian Stevens were present. Mr. Nunnery noted that the house was built .25 feet below FPE. Mr. Nunnery noted that Hunters Ridge Subdivision has had some drainage issues and with the request by Buan Smith, the previous County Engineer, asked them to design at a higher level of retention to reduce the amount of water coming from Edmonds Cross and wanted them to retain on the 100 year, 24 hour storm. Mr. Nunnery noted that they chose to stay with the 10' spillway due to the spirit of the design and to reduce as much flow as possible going to Hunters Ridge. Mrs. Robson noted that she would need to review the calculations because she was looking at the future for Lot 64, which will have a peculiar FPE on it. Mr. Nunnery suggested that they meet again to look at calculations and water downstream.

TRC deficiencies were listed as follows:

1. Need Owner's signature.
2. Need Land Surveyor's signature and seal.
3. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
4. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy with **ALL** certifications signed except for Commission's Certification.
5. Submit a digital copy i.e. Auto cad file (.dwg/.dxf) in a State plane north NAD83 projection and .pdf file of the Plan referencing Application No. 2019-018 to kjohns@woodfordcountky.org; pwilson@woodfordcountky.org; koreel@woodfordcountky.org
6. Show City Public Works Certification and signature since this affects F.P.E.
7. Need letter from City's Engineer or Paul Simmons regarding lowering F.P.E.
8. Look at 20' wide spillway.
9. Get calculations to City Engineer.
10. Need to look at frequency of flooding in street.
11. Questioned the elevation of the garage floor.

Comment: Recording is contingent upon receipt of letter from City.

A motion was made by Mrs. Delius, as seconded by Mrs. Hartley, to forward the Amended Final Record Plat – Edmonds Cross – Unit 3D, Lot 64– Ball Homes LLC – 273 Brunswick Circle – R-1B/PUD District to Planning Commission, once deficiencies have been corrected and contingent upon receipt of letter from City. The motion carried with ten (10) aye votes.

Amended Final Record Plat – Ball Homes LLC – Edmonds Cross – Unit 3C, Lots 35-37 & 39-40 – 404, 408, 412, 420 & 424 Hastings Lane - R-1B/PUD District – EA Partners

Rick Nunnery was present. Mr. Nunnery noted that they were requesting to change the FFE to 933'.

TRC deficiencies were listed as follows:

1. Need Owner's signature.
2. Need Land Surveyor's signature and seal.
3. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
4. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy with **ALL** certifications signed except for Commission's Certification.
5. Submit a digital copy i.e. Auto cad file (.dwg/.dxf) in a State plane north NAD83 projection and .pdf file of the Plan referencing Application No. 2019-019 to kjohns@woodfordcountky.org; pwilson@woodfordcountky.org; koreel@woodfordcountky.org
6. Add City Public Works Certification and signature, since this amendment deals with engineering.
7. Need letter from City of Versailles approving plat since it deals with elevations etc.

A motion was made by Mr. Schoeck, as seconded by Mr. Cobler, to forward the Amended Final Record Plat – Ball Homes LLC – Edmonds Cross – Unit 3C, Lots 35-37 & 39-40 – 404, 408, 412, 420 & 424 Hastings Lane - R-1B/PUD District to the Planning Commission, once deficiencies have been corrected. The motion carried with ten (10) aye votes.

Final Record Plat – Charles Baker (Lucian Brooks Estate) – 231 & 363 Fintville Rd – CO-1 District – Stephen Carroll, LS

Stephen Carroll was present. Mrs. Wilson explained that Fintville Road divided the property many years ago and the plat was required to be approved by the Planning Commission since each tract would be less than 30 acres.

TRC deficiencies were listed as follows:

1. Title Block – Add addresses of property – 231 and 363 Fintville Rd.
2. Title Block – Add property owner's mailing address.
3. Title Block – Add Subdivider's Name and Mailing Address.
4. Add building line – 80' from R.O.W. on both sides.
5. Add Site Statistics:
 - a. Total Gross Area.
 - b. Total Net Area.
 - c. Area in Right of Way.
 - d. Area in Lots.
 - e. Existing Zone.

6. Show address number on each lot, approved by E-911 Coordinator.
7. Show all existing and proposed utility easements with dimensions.
8. Revise "Purpose of Plat" note. This property was divided due to the construction of Fintville Road in the 1950's. Therefore, the purpose of this plat is to subdivide the existing deeded tract (same as shown dedicated to Woodford County Fiscal Court).
9. Need Owner's signature.
10. Need Land Surveyor's signature and seal.
11. Need Board of Health Signature.
12. Submit copies of approved entrance permits from the County) if new entrances are being proposed).
13. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
14. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy with **ALL** certifications signed except for Commission's Certification.
15. Submit a digital copy i.e. Auto cad file (.dwg/.dxf) in a State plane north NAD83 projection and .pdf file of the Plan referencing Application No. 2019-020 to kjohns@woodfordcountyky.org; pwilson@woodfordcountyky.org; koreel@woodfordcountyky.org
16. Recorder's Certification – Add a blank space (2" x 2") shall be left for the recording stamp of the Woodford County Clerk's office in the **lower right hand corner** of the plat.
17. All lot corners must be pinned.
18. Show cross sections of Fintville Road.

A motion was made by Mrs. Delius, as seconded by Mrs. Hartley, to forward the Final Record Plat – Charles Baker (Lucian Brooks Estate) – 231 & 363 Fintville Rd – CO-1 District to the Planning Commission, once deficiencies have been corrected. The motion carried with ten (10) aye votes.

Final Record Plat – Larland Estates (Larry Donnell) – 4395 Troy Pike, 13 Lots – RR District – Tim Thompson, PE, LS

Tim Thompson was present.

TRC deficiencies were listed as follows:

1. Title Block – Add addresses of property – 107-354 Larland Lane.
2. Show all existing and proposed utility easements with dimensions.
3. Revise – wording of Owner's Certificate and get signature.
4. Need Land Surveyor's signature and seal.
5. Need Board of Health Signature.
6. Complete note #2.
7. Fill in D.B.-PG # on Tract 1 in Farm detail.
8. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
9. Submit street name and address approval sign-offs from E-911 Coordinator.

10. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy with **ALL** certifications signed except for Commission's Certification.
11. Submit a digital copy i.e. Auto cad file (.dwg/.dxf) in a State plane north NAD83 projection and .pdf file of the Plan referencing Application No. 2019-021 to kjohns@woodfordcountyky.org; pwilson@woodfordcountyky.org; koreel@woodfordcountyky.org
12. Submit As-Built construction plans of water and street (one to P&Z and one to County Road Supervisor), consisting of, one full size set, one 11"x 17" reduced set, and a pdf.
13. Submit itemized bond estimate for final surface course, and clean up only, plus 15%.
14. Request in writing an on-site inspection by County Road Supervisor and County's Consulting Engineer.
15. Submit a Certificate of Deposit per Sub Regs once amount is approved after on-site inspection.
16. All lot corners must be pinned.
17. Add note: There shall be no intrusion within the right-of-way without an encroachment permit.
Example: Driveway, trees, shrubs, etc.
18. Add – Show County's Engineer Certification and signature.
19. Label 30' U.E. parallel to Carpenter Pike.

A motion was made by Mrs. Hartley, as seconded by Mr. Simmons, to forward the Final Record Plat – Larland Estates (Larry Donnell) – 4395 Troy Pike, 13 Lots – RR District, to the Planning Commission, once deficiencies have been corrected. The motion carried with ten (10) aye votes.

Consolidation Plat – David Sutherland – 1368 Cummins Ferry Rd – A-1/CO-1 District – Tim Thompson, PE, LS

Tim Thompson was present. Mrs. Wilson noted that the lot was an illegal lot by deed and this would rectify the problem so that the owner could build a house on it.

TRC deficiencies were listed as follows:

1. Title Block - Add address of property = 1368.
2. Show address number on each lot, approved by E-911 Coordinator – Tract II = 1368.
3. Show all existing and proposed utility easements with dimensions.
4. Need Owner's signature.
5. Need Land Surveyor's signature and seal.
6. Revise 100 Year Flood Plain (if any) and note Flood Insurance Rate Map (F.I.R.M.) number – 21239C 0150D December 21, 2017.
7. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
8. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy with **ALL** certifications signed except for Commission's Certification.
9. Submit a digital copy i.e. Auto cad file (.dwg/.dxf) in a State plane north NAD83 projection and .pdf file of the Plan referencing Application No. 2019-022 to kjohns@woodfordcountyky.org; pwilson@woodfordcountyky.org; koreel@woodfordcountyky.org

10. All lot corners must be pinned.

A motion was made by Mr. Varner, as seconded by Mrs. Delius, to forward the Consolidation Plat – David Sutherland – 1368 Cummins Ferry Rd – A-1/CO-1 District to the Chairman, once deficiencies have been corrected. The motion carried with ten (10) aye votes.

Zone Change and Minor Subdivision Plat – Journey’s End Farm – 425 Hippe-Agee Rd – A-1/CO-1 District - Tim Thompson, PE, LS

Tim Thompson and Paul Huber were present. Mr. Thompson noted that part of the property is within the one mile radius of Millville (Small Community) and the owners want to divide off the tract which contains a residence. Mr. Huber noted that they own a total of 450 acres and were approached by someone that wants to renovate the cabin and purchase it.

TRC deficiencies were listed as follows:

1. Title Block – Add address of property = 425
2. Add building line along Watts Ferry Road = 50’ Building Line.
3. Show address number on each lot, approved by E-911 Coordinator = 425.
4. “Purpose of Plat” note. Need to reverse A & B in purpose.
5. Need Owner’s signature.
6. Need Land Surveyor’s signature and seal.
7. Need Board of Health Signature.
8. Add a “farm detail” to show remaining farm.
9. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
10. Submit an 8 ½” x 11” reduced copy of the Plat plus mylar and one copy with **ALL** certifications signed except for Commission’s Certification.
11. Submit a digital copy i.e. Auto cad file (.dwg/.dxf) in a State plane north NAD83 projection and .pdf file of the Plan referencing Application No. 2019-023 to kjohns@woodfordcountyky.org; pwilson@woodfordcountyky.org; koreel@woodfordcountyky.org
12. All lot corners must be pinned.
13. Post Zone Change Signs by noon, Wednesday, April 24th.
14. Need to address Small Community District Policies & Guidelines from Comprehensive Plan as well as Area Wide Policies.

Comment: Approval of Plat will be contingent upon rezoning by Fiscal Court.

A motion was made by Mr. Simmons, as seconded by Mr. Cobler, to forward the Zone Change and Minor Subdivision Plat – Journey’s End Farm – 425 Hippe-Agee Rd – A-1/CO-1 District to the Planning Commission, once deficiencies have been corrected. The motion carried with ten (10) aye votes.

Consolidation Plat - Woodford County Economic Development Authority – Midway Station – Unit 1, Section 3, Lots 21 & 22 and 23 & 25 – 930 & 1000 McKinney Ave - B-5 & I-1 Districts (pending) - Tim Thompson, PE, LS

Tim Thompson and John Soper were present. Mr. Thompson noted that they also wanted to include Lots 21 & 22 on the Plat. Mrs. Wilson reiterated that they were joining Lots 21, 22A and 22 together and it was still a Minor Plat. Mr. Soper noted that it was more beneficial to remove the CAE's.

TRC deficiencies were listed as follows:

1. Title Block – May need to revise if releasing CAE on all lots.
2. Add address(es) of Property to Title Block.
3. Zoning classification of subject property and adjoining properties.
4. Building lines need to be discussed. May need to make 25's or 30's.
5. Add address number on each lot, approved by E-911 Coordinator – Lot 22A (may not need to be added since consolidating).
6. Update "Purpose of Plat" note. (If an amendment be specific about items being amended). Also to remove all CAE's and add UE's.
7. Need Owner's signature.
8. Need Land Surveyor's signature and seal.
9. Update Note #2 regarding F.I.R.M.'s numbers.
10. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
11. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy with **ALL** certifications signed except for Commission's Certification.
12. Submit a digital copy i.e. Auto cad file (.dwg/.dxf) in a State plane north NAD83 projection and .pdf file of the Plan referencing Application No. 2019-024 to kjohns@woodfordcountyky.org; pwilson@woodfordcountyky.org; koreel@woodfordcountyky.org
13. All lot corners must be pinned.
14. Revise City Public Works/County Public Works Certification (if public improvements were installed) signature. Remove all reference to County Engineer. Only Midway Public Works will sign.
15. Remove notes 2, 3 & 4.
16. Windstream and Columbia Gas to send underground utility map.
17. Add U.E.'s as necessary.

A motion was made by Mrs. Hartley, as seconded by Mrs. Robson, to recommend approval of the Consolidation Plat - Woodford County Economic Development Authority – Midway Station – Unit 1, Section 3, Lots 21 & 22 and 23 & 25 – 930 & 1000 McKinney Ave - B-5 & I-1 Districts (pending) to the Chairman, once deficiencies have been corrected. The motion carried with ten (10) aye votes.

Amended Final Record Plat - Woodford County Economic Development Authority – Midway Station – Unit 1, Section 6 – 775 McKinney Ave – I-1 District - Tim Thompson, PE, LS

Tim Thompson and John Soper were present. Mr. Cobler noted that Kentucky Utilities has a three phase underground service on Lot 33.

TRC deficiencies were listed as follows:

1. Add address(es) to Title Block = 775 McKinney Ave.
2. 25' building line needs to be shown along McKinney and future Freney R.O.W.
3. Site Statistics – Add area in Right of Way – revise to say future.
4. Show all existing and proposed utility easements with dimensions.
5. Need Owner's signature.
6. Need Land Surveyor's signature and seal.
7. Revise 100 Year Flood Plain (if any) and note #2 Flood Insurance Rate Map (F.I.R.M.) number – 21239C 0041D December 21, 2017 Zone "A" special flood hazard area.
8. Update detention maintenance note: "The detention and drainage easement shall be maintained by the _____ Association (the "Association") or Property Owner. The detention and drainage easement shall be maintained by the Association/Property Owner in such a fashion as to insure that the vegetative growth will not exceed five inches in height. All foreign objects, debris and silt will be removed from the retention/detention site. No potential or actual health or safety hazard will be created. The Association/Property Owner shall perform periodic maintenance on all areas, other than storm drainage pipes and head walls, to insure the hydraulic function of the project. Structural and landscaping intrusions onto the detention area shall not be allowed without written approval of the City Public Works. The Association/Property Owner shall permit necessary access to the City Public Works for periodic inspection. Failure to comply with the above requirements shall allow the City Public Works to take the necessary action to correct the non-compliance and the cost thereof shall be borne by the Association/Property Owner. The City of Midway, shall have the right to assert a lien on the property to assure payment.
9. Revise City or County Engineer's Certificate to remove all references to County Engineer. Change to City Public Works.
10. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
11. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy with **ALL** certifications signed except for Commission's Certification.
12. Submit a digital copy i.e. Auto cad file (.dwg/.dxf) in a State plane north NAD83 projection and .pdf file of the Plan referencing Application No. 2019-025 to kjohns@woodfordcountky.org; pwilson@woodfordcountky.org; koreel@woodfordcountky.org
13. Recorder's Certification – Add a blank space (2" x 2") shall be left for the recording stamp of the Woodford County Clerk's office in the lower right hand corner of the plat.
14. Submit As-Built construction plans of water and sanitary sewer (one to P&Z, one to City Public Works), consisting of, one full size set, one 11"x 17" reduced set, and a pdf.
15. All lot corners must be pinned.
16. Denote minimum finished floor elevation for this lot since it adjoins detention area and add B.M.

Comment: May want to remove Freeney Way because it will have to be built before this plat can be recorded. Can ghost it in and label as future R.O.W.

A motion was made by Mrs. Delius, as seconded by Mr. Simmons, to forward the Amended Final Record Plat - Woodford County Economic Development Authority – Midway Station – Unit 1, Section 6 – 775 McKinney Ave – I-1 District to the Chairman, once deficiencies have been corrected. The motion carried with ten (10) aye votes.

A motion was made by Mrs. Delius, as seconded by Mr. Schoeck to adjourn the meeting at 11:14 a.m. The motion carried with ten (10) aye votes.

Patricia B. Wilson, Chair
PW:ko