

ON TUESDAY, DECEMBER 19, 2017, THE TECHNICAL REVIEW COMMITTEE HELD THEIR REGULAR MEETING AT 10:00 A.M. IN THE WOODFORD COUNTY COURTHOUSE 2ND FLOOR COURTROOM

MEMBERS PRESENT Buan Smith, Chris Cobbler, Mitzi Delius, Pattie Wilson, Jeri Hartley, Paul Simmons

MINUTES: The November 14, 2017 minutes stood approved as submitted.

Preliminary Subdivision Plan – Backer Property I – 2001 Lexington Rd – R-1A/R-1B/R-1C/R-2 Districts – Eagle Engineering

Bill McAlpin with Eagle Engineering was present. Mr. McAlpin noted that they will be starting with 50 lots in Unit 1 and construction plans will follow and plan to break ground in the Spring of 2018.

TRC Deficiencies were listed as follows:

1. Add the Owner's name and mailing address and the land surveyor's mailing address.
2. Not just Unit 1 – Preliminary Plat is for the entire farm.
3. The names of all property owners abutting the boundaries of the subdivision as their names appear on the tax records.
4. The proposed name of the subdivision, which shall not duplicate or closely approximate the name of any other subdivision in the County or City.
5. The name and address of the owner or owners of the land to be subdivided, and the name and address of the subdivider, if other than owner.
6. The name and address of the registered engineer, land surveyor, architect, or planner responsible for the preparation of the plat.
7. Show Zoning classification on the adjoining properties.
8. Show easements, existing and proposed, on or abutting the property being platted shall be shown, labeled, and dimensioned as to its purpose. Front yard setback building lines need to be labeled.
9. Show right-of-way width on adjoining streets. A cross-section or plan view section shall be provided indicating the extent of existing or proposed paving, sidewalks, or other construction within the street right-of-way. Where the existing right-of-way is not sufficient width to be in compliance with city and/or county plans or regulations, an easement of sufficient width to comply with such plans and regulations shall be dedicated to public use for roadway purposes.
10. Submit Copies of proposed deed restrictions, if any. Need to know who's maintaining open space, detention, etc.
11. Typical lot details need to show minimum lot width and minimum square footage.
12. Revise Purpose of Plat note: The purpose of this preliminary subdivision plan is to show residential lot layout, public streets, open space, public water and sewer and storm water management in the R-1A, R-1B, R-1C and R-2 zones proposed units.
13. Certifications - Update all three to the following:
 - a) **Owner's Certification** - I (or We) do hereby certify that I am (or We are) the only owner (or owners) of record of the property platted hereon, said property being recorded in Deed Book ____, Page ____, (or Plat Cabinet ____, Slide ____), in the Woodford County Clerk's Office; and do hereby adopt this as my (or our) Preliminary Plat for this property. (Owner's signature, address, & date) and (Witness signature, address, & date)

- b) **Preparer's Certification** (registered engineer, land surveyor or landscape architect)- I do hereby certify that this preliminary plat was prepared under my direction and that, to the best of my knowledge and belief; it complies with the Versailles-Midway-Woodford County Subdivision Regulations. (Preparer's signature address, seal, and date).
 - c) **Planning Commission's Certification** - I do hereby certify that this Preliminary Plat has met the requirements of the Versailles-Midway-Woodford County Planning Commission, with any waivers noted. (Planning Commission Chairman's signature and date).
14. The plan shall be tied to local horizontal and vertical GIS Datum.
 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. 2017-050.
 16. Submit 4 full size copies and 1-11" x 17" reduced copy of the Preliminary Plat, all signed and sealed.
 17. Need to submit letter to City Public Works requesting water and sewer for 50 lots.
 18. Need to meet with Chris Cobler of Kentucky Utilities regarding the electric line.
 19. Remove County Engineer and Fiscal Court from Retention/Detention Maintenance Note.
 20. Paul Simmons with City Public Works requested to be consulted with on detention basin discussions.

This is a preliminary plat and requires a public hearing at the Planning Commission.

A motion was made by Mrs. Delius, as seconded by Mr. Simmons, to forward the Preliminary Subdivision Plan – Backer Property I – 2001 Lexington Rd – R-1A/R-1B/R-1C/R-2 Districts to the Planning Commission with deficiencies being corrected. The motion carried with six (6) aye votes.

Final Development Plan – Versailles Police Department - 239 N. Main St – B-2 District – CMW

Adam Bender-Saunders with CMW was present for discussion. Mr. Bender-Saunders noted that they would like to break ground in late February or early March 2018.

TRC Deficiencies were listed as follows:

1. Show topography with contour intervals at two (2) feet or as shown on the local GIS.
2. Show proposed and existing easements for utilities or other purposes.
3. Show State Highway numbers on Elm and Main Streets in plan view and cross sections.
4. Add a note about storm water runoff.
5. Need Owner's signature.
6. 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. 2017-051 to kjohns@woodfordcountyky.org; pwilson@woodfordcountyky.org; koreel@woodfordcountyky.org
7. Submit an 11"x17" reduced copy of the plat, plus four (4) full size copies, **all** signed and sealed.
8. Will need approved encroachment permits from KYTC with construction plan review.
9. Show 20' Utility Easement along Main Street, Elm Street and railroad per Griff Reed; can be labeled as future.

10. May need to reassess trash receptacle location due to truck access.

A motion was made by Mrs. Delius, as seconded by Mrs. Hartley, to approve the Final Development Plan – Versailles Police Department - 239 N. Main St – B-2 District to the Planning Commission with deficiencies being corrected. The motion carried with six (6) aye votes.

Major Subdivision Plat – EQP 2011, LLC – 120 A.P. Indy LN – B-1/B-4 Districts – KWM Engineering

Joyce Followell with KWM Engineering was present.

TRC Deficiencies were listed as follows:

1. Title Block – Add “1st Amended Final Record Plat”.
2. Title Block – Add address(es) of Property – 120 & 150 A.P. Indy Lane.
3. Title Block – Add Property Owner’s email address and phone number.
4. Title Block – Subdivider’s Name, email address and phone number.
5. 25’ building line on lot 2A and 2B needs to be extended along new right-of-away.
6. Show address number on each lot, approved by E-911 Coordinator – Lot 2B is #150.
7. Show all existing and proposed utility easements with dimensions including storm sewer easement crossing Lot 2B.
8. “Purpose of Plat” note – add “to dedicate additional road right-of-way consisting of 0.19±ac.
9. Need Owner’s signature.
10. Need Land Surveyor’s signature and seal.
11. Show detention maintenance note (if needed):**“The retention/detention and drainage easement shall be maintained by the Property Owner. The detention and drainage easement shall be maintained by the 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 detention site. No potential or actual health or safety hazard will be created. The 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 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 Property Owner. The City of Versailles shall have the right to assert a lien on the property to assure payment.**
12. Need to reallocate the 10 on-street parking spaces and add note regarding these. Check with Pattie Wilson.
13. Remove edge of pavement on A.P. Indy right-of-way
14. Label “unspecified easement” on east side of Lot 2B as a 15’ sanitary sewer easement.
15. Remove building footprint on adjacent property.
16. Submit copies of approved entrance permits from City and State.
17. Submit Utility easement approval sign-offs from each Utility company, if different from easements shown thereon.

18. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy, with **ALL** signatures.
19. 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. 2017-054 to kjohns@woodfordcountyky.org; pwilson@woodfordcountyky.org; koreel@woodfordcountyky.org
20. All lot corners must be pinned.
21. Show and label bench mark if there is onsite detention.
22. Identify and note any lots with minimum finished floor elevations if detention onsite.
23. Show City Public Works Certification (if public improvements were installed) and signature.
24. Need 20' Utility Easement along west lot line bordering old middle school (to provide for future development).
25. Need to consult with Paul Simmons of City Public Works Department on Storm Management and encroachment/entrance permits.

A motion was made by Mrs. Delius, as seconded by Mr. Cobler, to approve the 1st Amended Final Record Plat – EQP 2011, LLC – 120 A.P. Indy LN – B-1/B-4 Districts to the Planning Commission with deficiencies being corrected. The motion carried with six (6) aye votes.

Final Development Plan – EQP 2011, LLC – 120 A.P. Indy LN – B-1/B-4 Districts – KWM Engineering

Joyce Followell of KWM Engineering was present.

TRC Deficiencies were listed as follows:

1. In Title Block – “Final” needs to be added and address of property.
2. Purpose of Plan – Add: to show a 3600 sq. ft. office building with associated parking.
3. Show existing zone line.
4. Show screening, landscaping and buffering schematically, (Details on Construction Plans) including a Landscape Statistic Table.
5. Need interior VUA shown and labeled with sq. ft.
6. Need to shift parking lot to the west to allow for required hedge/trees along A.P. Indy Lane; also need along driveway area on west side.
7. Size – Freestanding sign must be entirely behind the 30' setback line. EMC can be 30% of sign area max.
8. Show storm drainage areas, drainage controls and stormwater retention and any other designated environmentally sensitive or geologic hazard area.
9. Show proposed and existing easements for utilities or other purposes.
10. Show required 6.5' wide sidewalk along A.P. Indy Lane, tying into sidewalk along Lexington Street/US 60. Must be installed prior to receiving C.O. on building.
11. Public parking spaced on A.P. Indy Lane are being eliminated with additional entrance; some of these can be shifted. These spaces go toward required parking on each lot.
12. The plan shall be tied to local horizontal and vertical GIS Datum.
13. 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. 2017-054.
14. Submit 4 full size copies and 1-11" x 17" reduced copy of the Preliminary Plat, all signed and sealed.

15. Need encroachment permit from KYTC for entrance on US60 and local permit from City of Versailles for A.P. Indy Lane entrance.
16. Question storm water management plans? Show area for detention, etc.
17. County Engineer questioned the curb boxes and impervious paving system.

Comments: Amended plat creating this lot will need to be recorded prior to building. Construction plans will need to be submitted to TRC for review and approval prior to Grading Permit being issued.

A motion was made by Mrs. Delius, as seconded by Mrs. Hartley, to approve the Final Development Plan – EQP 2011, LLC – 120 A.P. Indy LN – B-1/B-4 Districts with deficiencies being corrected to the Planning Commission. The motion carried with six (6) aye votes.

Minor Consolidation Plat – James Eller Property – 755 Fintville Rd – CO-1 District – Randy Martin

Randy Martin was present for discussion.

TRC Deficiencies were listed as follows:

1. Parcels 1 & 2 by William & Gretchen Eller. Confirm and revise all as necessary.
2. Parcel 3 is owned by James Tracy Eller.
3. Add address(es) of Property for both sides, 680 & 755.
4. Property Owner's name, mailing address, email address & phone #.
5. Names of adjacent owners; some incorrect. Check all and revise.
6. Zoning classification of subject property and adjoining properties. Property is zoned CO-1.
7. Show building line, 80' from R.O.W. of Fintville Rd.
8. Existing Zone – correct to CO-1. (not A-1)
9. Show address number on each lot, approved by E-911 Coordinator. (Remove 755 from east side (Lot 1))
10. "Purpose of Plat" note – add at end "consisting of 4.267 acres".
11. Need Owner's signature. (Both Owners)
12. Need Land Surveyor's signature and seal.
13. Add Board of Health Certification and Signature.
14. Show 100 year Flood Plain (if any) and note the Flood Insurance Rate Map number. FIRM #21239C0065C. There is SFHA on Lot 2.
15. Need to check all utility providers and correct info on plat.
16. Question: Does Parcel 3 have access through adjoining Eller tract to North? If so, show easement.
17. PVA shows DB/PG # for Parcels 1&2 as 286-007.
18. Does Lot 2 have access easement through it to Jones to the west? Is so, show on plat.
19. Submit Utility easement approval sign-offs from each Utility company, if different from easements shown thereon.
20. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy.
21. 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. 2017-052 to kjohns@woodfordcountyky.org; pwilson@woodfordcountyky.org; koreel@woodfordcountyky.org

22. Recorder's Certification – A blank space (2"x2") shall be left for the recording stamp of the Woodford County Clerk's office in the lower right hand corner of the plat.
23. May need to revise owner signature name to executor of Mr. Eller's estate.
24. All lot corners must be pinned.
25. Need to show property line at center of road.
26. Need to show right-of-way easement on plan and in road cross-section.
27. Add 20' Utility Easement along Fintville Road.

Comment: Due to the nature of this plat it needs to go on to the Planning Commission for review/approval.

A motion was made by Mrs. Delius, as seconded by Mr. Simmons, to approve the Minor Consolidation Plat – James Eller Property – 755 Fintville Rd – CO-1 District and forward to the Planning Commission with deficiencies being corrected. The motion carried with six (6) aye votes.

A motion was made by Mrs. Delius, as seconded by Mr. Simmons, to adjourn the meeting at 10:54 a.m. The motion carried with six (6) aye votes.

Patricia B. Wilson, Chair
PW:ko