

**ON TUESDAY, FEBRUARY 18, 2020 THE TECHNICAL REVIEW COMMITTEE HELD THEIR MEETING AT 10:00 A.M. IN THE 2<sup>ND</sup> FLOOR COURTROOM OF THE WOODFORD COUNTY COURTHOUSE.**

The meeting was called to order by Pattie Wilson.

**MEMBERS PRESENT:** Lezlie Allison, Mary Beth Robson, Chris Cobler, Mitzi Delius, Pattie Wilson, Jeri Hartley, Barrett Shoock, Paul Simmons

**MINUTES:** The January 14, 2020 minutes stood approved as submitted.

#### **NEW BUSINESS**

Consolidation Minor Subdivision Plat – Legends at Versailles – Unit 1, Lots 13-15 – 141, 145 & 149 Classic Court – R-1A/PUD District – EA Partners

Ms. Hartley recused herself.

Rick Nunnery with EA Partners was present. Mr. Kahly noted that the plan was amended due to different user and they changed access points.

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. 2020-007 to [kjohns@woodfordcountky.gov](mailto:kjohns@woodfordcountky.gov); [pwilson@woodfordcountky.gov](mailto:pwilson@woodfordcountky.gov); [koreel@woodfordcountky.gov](mailto:koreel@woodfordcountky.gov)

**A motion was made by Mrs. Delius, as seconded by Mr. Simmons, to forward the Consolidation Minor Subdivision Plat – Legends at Versailles – Unit 1, Lots 13-15 – 141, 145 & 149 Classic Court – R-1A/PUD District, onto the Planning Commission Chair with deficiencies being corrected, as noted. The motion carried with eight (8) aye votes.**

Mrs. Hartley rejoined the meeting.

Minor In-Family Conveyance Plat – Elizabeth G. Ward (Grandmother) to Andrew (Grandson) and Carole Gibbs – Lot 2 – 4372 Big Sink Rd – A-1 District – Abbie Jones Consulting

Laura Toth with Abbie Jones Consulting was present.

TRC deficiencies were listed as follows:

1. Need Owner's signature.

2. Need Land Surveyor's signature and seal.
3. Need Board of Health Signature.
4. Ward property to the south has address shown as #4238. This conflicts with address in the Title Block which has #4236. Correct. Also, the E911 system shows this as #15 Big Sink Ext.
5. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
6. 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.
7. 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. 2020-004 to [kjohns@woodfordcountky.gov](mailto:kjohns@woodfordcountky.gov); [pwilson@woodfordcountky.gov](mailto:pwilson@woodfordcountky.gov); [koreel@woodfordcountky.gov](mailto:koreel@woodfordcountky.gov)
8. Add 20' UE along Big Sink Road behind Right-of-Way within Building Line.

**A motion was made by Mrs. Hartley, as seconded by Mrs. Delius, to forward Minor In-Family Conveyance Plat – Elizabeth G. Ward (Grandmother) to Andrew (Grandson) and Carole Gibbs – Lot 2 – 4372 Big Sink Rd – A-1 District onto the Planning Commission Chair with deficiencies being corrected, as noted. The motion carried with eight (8) aye votes.**

Final Development Plan – Church of God of Prophecy – 280 A.P. Indy Ln – Lot 7 – Equestrian Park – B-1 District – John Hunt, PE, PLS

John Hunt with MLH Civil Engineers was present. Mr. Hunt noted that he has found a geometric error on the A.P. Indy cross-section versus the geometry of the property lines that were drawn. The discrepancy is five feet of the right-of-way. Because of this error, Mr. Hunt was not sure if he could get the full five foot wide sidewalk in. Mrs. Wilson noted that the church across the street acquired the lot for overflow parking and the gravel parking lot appeared one weekend without any plans or approval to construct the parking lot. Mrs. Wilson noted that this was reacting to a violation.

TRC deficiencies were listed as follows:

1. Show screening, landscaping, and buffering. Identification of plants at this time is not necessary. Just show locations for placeholders (trees and hedges).
2. Show proposed and existing easements for utilities or other purposes.
3. Need Owner's signature.
4. The Plan shall be tied to local horizontal and vertical GIS Datum.
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. 2020-006 to [kjohns@woodfordcountky.gov](mailto:kjohns@woodfordcountky.gov); [pwilson@woodfordcountky.gov](mailto:pwilson@woodfordcountky.gov); [koreel@woodfordcountky.gov](mailto:koreel@woodfordcountky.gov)
6. Submit 4 full size copies and 1-11" x 17" reduced copy of the Preliminary Plat, all signed and sealed.
7. Proposed building may not be eligible for variance. May have to shorten sanitary sewer and amend easement.
8. Show existing water and sewer lines.
9. No buildings will be allowed to be constructed over existing sewer main.
10. Mitzi Delius reserves the right for comments when Construction Plans are submitted.

11. Add Detention Note as follows:

"The 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 add note "Not in a Special Flood Hazard Area".

**A motion was made by Mrs. Delius, as seconded by Mrs. Robson, to forward the Final Development Plan – Church of God of Prophecy – 280 A.P. Indy Ln – Lot 7 – Equestrian Park – B-1 District onto the Planning and Zoning Commission with deficiencies being corrected, as noted. The motion carried with eight (8) aye votes.**

Zoning Map Amendment and Final Development Plan and Preliminary Plat – Polo Run Subdivision – 3085 Troy Pike – A-1 to A-2 to RR/Residual Farmland Districts - Tim Thompson, PE, LS

Tim Thompson was present. Mr. Thompson noted that the owner wanted to do a rural residential development and had conveyed some tracts to family members. He has kept one floating lot with the farm and it leaves him with eleven lots for the RR. Mrs. Wilson noted that the plat was originally submitted in June 2019 and then the other In-family Conveyance occurred so they are re-submitting with the lot layout shifted a little. Mr. Thompson distributed Drainage Calculations at the meeting.

TRC deficiencies were listed as follows:

1. Need an updated letter from Water District verifying its ability to provide sufficient water service and water pressure to ensure an adequate supply for private use. Current letter is NOT adequate.
2. Need approved individual onsite sewage treatment systems with Woodford County Health Department verifying the suitability for such systems. Need signature on Board of Health Certification on plan.
3. Polo Run Lane is being proposed as a County Road. Construction has taken place with no plans, reviews, or approvals. It will not be able to be accepted as a county road. On plans, revise to Private Street in all noted places.
4. Question if turn lanes will be required on Troy Pike/KY Hwy 33. Verify in writing from KYTC.
5. Modify note #15 to be as follows:  
Only one farm residence will be permitted on the residual farmland. The residual farmland containing the proposed residence must remain a minimum of thirty acres. A

Final Plat showing the location of the farm residence on the residual area shall be submitted and approved prior to the issuance of a building permit.

6. On "Statement of Intent" revise #7 to (see note #15) – says 14 now.
7. Need storm water study to support Detention Note currently shown on plan.
8. Need landscape plan to meet buffer requirements.
9. Utility lines shall be underground – Add note to address this.
10. On "Total Farm" detail add that Tract 3 is zoned A-1.
11. On "Total Farm" detail clarify by labels or shading that area of the farm A-1 to A-2 to RR/Residual Farmland, including the parcel between Tract 1 and Troy Pike. May need to enlarge and submit on a 24"x36" street layout.
12. Remove County Engineer's Certification – not required for this plan.
13. Need to address in writing 703.10 (C)(1-4).
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. 2020-005 to [kjohns@woodfordcountky.gov](mailto:kjohns@woodfordcountky.gov); [pwilson@woodfordcountky.gov](mailto:pwilson@woodfordcountky.gov); [koreel@woodfordcountky.gov](mailto:koreel@woodfordcountky.gov)
16. Submit 4 full size copies and 1-11" x 17" reduced copy of the Preliminary Plat, all signed and sealed.
17. If this Plan is accompanying a Zone Change Application one (1) Zone Change sign must be posted on the property by noon, Wednesday, February 26, 2020, if ready for the March 12, 2020 Public Hearing. Contact office for future dates, if needed.
18. Need Preparer's signature and seal.
19. Kentucky Utilities and Windstream reserve the right for comment and will communicate with Mr. Thompson on location of 30' Utility Easement.

Comment: Plan really only needs to be a Preliminary Development Plan for accompanying a Zone Change. Preliminary Subdivision Plat may be premature.

Comment: Residual parcel between Tract 1 and Troy Pike must stay with remaining farm so that there is NO division on Public road to maintain 5 bonus lots.

**A motion was made by Mrs. Robson, as seconded by Mr. Cobler, to forward the Zoning Map Amendment and Final Development Plan and Preliminary Plat – Polo Run Subdivision – 3085 Troy Pike – A-1 to A-2 to RR/Residual Farmland Districts onto the Planning and Zoning Commission with deficiencies being corrected, as noted. The motion carried with eight (8) aye votes.**

Minor In-Family Conveyance Plat – Patrick Davis (Father) to Madelynn Johnson (Daughter) – Tract 1, 1206 Big Sink Rd – A-1 District - Tim Thompson, PE, LS

Tim Thompson was present. Mrs. Wilson noted that there was a revised lot layout distributed at the meeting.

TRC deficiencies were listed as follows:

1. Title Bock – Add Patrick Davis (Father) to Madelynn Johnson (Daughter).

2. Title Block – Add address of property – 1206 is address for new lot – Tract 1.
3. Show address number on each lot, approved by E-911 Coordinator. #1206 is new address for Tract 1.
4. “Purpose of Plat” note – correct to just daughter.
5. Need Owner’s signature.
6. Need Land Surveyor’s signature and seal.
7. Need Board of Health Signature.
8. In Note #2 – correct to just daughter.
9. Show bearings/distances for 30’ access easement to Tract 1.
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. 2020-008 to [kjohns@woodfordcountky.gov](mailto:kjohns@woodfordcountky.gov); [pwilson@woodfordcountky.gov](mailto:pwilson@woodfordcountky.gov); [koreel@woodfordcountky.gov](mailto:koreel@woodfordcountky.gov)
13. All lot corners must be pinned.

**A motion was made by Mrs. Robson, as seconded by Mr. Simmons, to forward the Minor In-Family Conveyance Plat – Patrick Davis (Father) to Madelynn Johnson (Daughter) – Tract 1, 1206 Big Sink Rd – A-1 District onto the Planning Chair with deficiencies being corrected, as noted. The motion carried with eight (8) aye votes.**

**A motion was made by Mrs. Delius, as seconded by Mrs. Hartley to adjourn the meeting at 10:34 a.m. The motion carried with eight (8) aye votes.**

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**Patricia B. Wilson, Chair**  
**PW:ko**