

ON TUESDAY, MAY 17, 2022 THE TECHNICAL REVIEW COMMITTEE HELD THEIR MEETING AT 10:00 A.M. VIA ZOOM TELECONFERENCING.

The meeting was called to order by Pattie Wilson.

MEMBERS PRESENT: Autumn Dmytrewycz, Mary Beth Robson, Mitzi Delius, Brandon Brown, Pattie Wilson, Jeri Hartley, Melvin Montgomery

MINUTES: Mrs. Wilson asked if there were any changes to the March 15, 2022 minutes, hearing none, minutes stood approved as submitted.

OLD BUSINESS

RE-SUBMITTAL - Preliminary Subdivision Plat – Roselawn Estates – 3079 Rosewood Dr – R-1B District – Vision Engineering

Rich Newton with Vision Engineering was present via Zoom. Mr. Newton noted that they corrected the number lots to 28 to match the Zone Change map and reconfigured the subdivision.

TRC deficiencies were listed as follows:

1. Check and correct the names of all property owners abutting the boundaries of the subdivision as their names appear on the tax records; several have changed.
2. Show easements, existing and proposed, on or abutting the property being platted shall be shown, labeled, and dimensioned as to its purpose.
3. Correct all cross sections – 5' utility strip with 4' wide sidewalks.
4. Submit copies of deed restrictions, if any.
5. Show all existing pertinent features either natural or manmade that may influence the design of the subdivision, such as water courses, tree groves, swamps, rock outcrops, outstanding natural topographic features, power transmission towers, scenic or historic areas, existing buildings, sewers, water mains, culverts, utility lines, and fire hydrants. Where underground utilities exist within or adjacent to the tract the approximate location, pipe size, and direction of slope shall be indicated.
6. Correct typical lot detail. Minimum side yards in R-1B is minimum 8', sum of 20'. So can be 10' – 10', 8' – 12', or 9' – 11' (not 8' – 8').
7. Show tree protection areas and note about protecting them (section 680A – Sub Regs).
8. Show proposed Detention Area with maintenance note.
9. Existing contour lines shall be shown one hundred (100) feet beyond the subdivision boundary at ten (10) foot intervals.
10. Expand note #17 to say: prior to construction plan approval.
11. Note waivers allowing Cu-de-sac per 620(D)(14). (If not granted at Zone Change, will need to be requested now.)
12. Correct note #13. Lots 2, 6, 8, 19, 20 and 28.
13. Question all lots impacted by S.F.H.A. Will need CLOMR/Permits etc.
14. Need owner's signature.
15. The plan shall be tied to local horizontal and vertical GIS Datum.

16. 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. 2022-022 .
17. Submit 4 full size copies, 1 – 11"x17" reduced copy of the Preliminary Plat (**folded to 8 ½ x 11**), **ALL signed and sealed** after corrections are made.
18. Correct typo in accuracy statement.
19. Note #5 – FEMA is no longer part of HUD.
20. Note #17 – Change CLOMR to Letter of Map Revision and will need both of those.
21. Need additional notes pertaining to Lots 10 and 11 in the Flood Hazard Area.

A motion was made by Mrs. Delius, as seconded by Mr. Brown, to forward the Preliminary Subdivision Plat – Roselawn Estates – 3079 Rosewood Dr – R-1B District onto the Planning Commission with deficiencies being corrected, as noted. The motion carried with seven (7) aye votes.

NEW BUSINESS

Minor Consolidation Plat – Scott Cheak – 340 Lower Clifton Rd – CO-1 District – Grid2Ground Surveying

Nick Jerdon with Grid2Ground Surveying was present via Zoom.

TRC deficiencies were listed as follows:

1. Vicinity Map is too vague. Show roads in Woodford County with names.
2. Correct names of adjacent owners to the southeast, should be Kenneth Cheak on both tracts. (not AS Cheak).
3. Add "Clifton Road" to KYHWY 1964 in plan view and cross section.
4. Show all existing and proposed utility easements with dimensions.
5. Need Owner's signature. Only need 2 owner lines, remove extra.
6. Need Land Surveyor's signature and seal.
7. Need Board of Health Certification and signature. Only if Barrett needs to sign; have client check with Barrett.
8. Correct Note #2 = 21239C0055D – 12/21/2017; AE Flood Zone with High Flood Risk.
9. Show FHA line on the plan view.
10. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
11. Submit mylar, plus one 8 ½ x 11" reduced copy of plat, 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. 2022-028 to kjohns@woodfordcountky.gov; pwilson@woodfordcountky.gov; koreel@woodfordcountky.gov
13. All lot corners must be pinned.

A motion was made by Mrs. Robson, as seconded by Mrs. Hartley, to forward the Minor Consolidation Plat – Scott Cheak – 340 Lower Clifton Rd – CO-1 District onto the Planning Commission Chair with deficiencies being corrected, as noted. The motion carried with seven (7) aye votes.

Minor In-family Conveyance Plat – Marlin T. Mitchell (father) to Michael T. and Lauren G. Mitchell (son and daughter-in-law) – 700 W. Leestown Rd – Tract 4 (13.757 acres) – A-1 District – Malcolm Endicott, L.S.

Malcolm Endicott was present via Zoom.

TRC deficiencies were listed as follows:

1. Add zoning classification of subject property and adjoining properties – CO-1 lies on part of Tract.
2. Site Statistics – Existing zone – add CO-1.
3. Update note #1 to: 21239C0037D 12/21/2017.
4. Question manufactured home on property. Will it be removed?
5. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
6. Submit mylar, plus one 8 ½ x 11” reduced copy of plat, 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. 2022-029 to kjohns@woodfordcountky.gov; pwilson@woodfordcountky.gov; koreel@woodfordcountky.gov
8. All lot corners must be pinned.

A motion was made by Mrs. Robson, as seconded by Mrs. Delius, to forward the Minor In-family Conveyance Plat – Marlin T. Mitchell (father) to Michael T. and Lauren G. Mitchell (son and daughter-in-law) – 700 W. Leestown Rd – Tract 4 (13.757 acres) – A-1 District onto the Planning Commission Chair with deficiencies being corrected, as noted. The motion carried with seven (7) aye votes.

1st Amended Final Development Plan – Brown-Forman Corporation – Woodford Reserve Distillery, Tract III Barrel Warehouses – 1214 Georgetown Rd – A-1 District – Luckett & Farley Engineering

Curtis Petty, Christopher Quirk and Lucas Garrett with Luckett-Farley were present via Zoom. Revision of previously approved plan and they modified number of warehouse buildings to nine.

TRC deficiencies were listed as follows:

1. Add to Title – 1st Amended Final Development Plan.
2. Purpose of Plan – add: Fire Pump Building.
3. 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. 2022-030 to kjohns@woodfordcountky.gov; pwilson@woodfordcountky.gov; koreel@woodfordcountky.gov
4. Submit 4 full size copies, 1 – 11”x17” reduced copy of the Plan (**folded to 8 ½ x 11**), **ALL signed and sealed.**
5. Need revised stormwater study.

A motion was made by Mrs. Hartley, as seconded by Mr. Montgomery, to forward the 1st Amended Final Development Plan – Brown-Forman Corporation – Woodford Reserve Distillery, Tract III Barrel

Warehouses – 1214 Georgetown Rd – A-1 District onto the Planning Commission with deficiencies being corrected, as noted. The motion carried with seven (7) aye votes.

Amended Construction Plans – Brown-Forman Corporation – Woodford Reserve Distillery, Tract III Barrel Warehouses – 1214 Georgetown Rd – A-1 District – Lockett & Farley Engineering

Curtis Petty, Christopher Quirk and Lucas Garrett with Lockett-Farley were present via Zoom. Mr. Garrett noted that they have a new storm layout for the site with new geotech.

TRC deficiencies were listed as follows:

1. Add approved 1st Amended Final Development Plan to the set with signatures.
2. Add Sheet index on the Cover Sheet.
3. Defer to Mary Beth Robson, Engineer, for comments since site is in the County.
4. Mary Beth Robson reserves the right for comment after reviewing revised storm water study.

Will need a letter from Mary Beth Robson approving finalized Construction Plans so Grading Permit can be issued.

A motion was made by Mrs. Robson, as seconded by Mr. Montgomery, to forward the Amended Construction Plans – Brown-Forman Corporation – Woodford Reserve Distillery, Tract III Barrel Warehouses – 1214 Georgetown Rd – A-1 District, onto the Planning Director with deficiencies corrected, as noted and letter from Mary Beth Robson approving finalized Construction Plans so Grading Permit can be issued. The motion carried with seven (7) aye votes.

Minor Amended Plat – Dorothy Jones Property – 614 Jones Lane, Tract 1 – RR/Residual Farmland Districts – Dan Phillips Surveying

Trent Thompson was present via Zoom.

TRC deficiencies were listed as follows:

1. Title Block – Add address of property = 614 Jones Lane.
2. Tie down proposed residence site and add overall dimensions to box.
3. Show address number on lot, #614.
4. Show all existing and proposed utility easements with dimensions.
5. Purpose of Plat note – Add: as permitted by Article VII, Section 703.11(A)(3).
6. Need Owner's signature.
7. Need Land Surveyor's signature and seal.
8. Need Board of Health Certification and signature.
9. Add note: All other RR/Residual Farmland shown hereon in Tract 1 and Tract 2 is note buildable for residential purposes other than the area denoted hereon on Tract 1.
10. Add D.B./PG references for access to Jones Lane.
11. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
12. Submit mylar, plus one 8 ½ x 11" reduced copy of plat, with **ALL** certifications signed except for Commission's Certification.

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. 2022-032 to kjohns@woodfordcountyky.gov; pwilson@woodfordcountyky.gov; koreel@woodfordcountyky.gov
14. All lot corners must be pinned.

A motion was made by Mrs. Delius, as seconded by Mrs. Hartley, to forward the Minor Amended Plat – Dorothy Jones Property – 614 Jones Lane, Tract 1 – RR/Residual Farmland Districts onto the Planning Commission Chair with deficiencies being corrected, as noted. The motion carried with seven (7) aye votes.

Minor In-Family Conveyance – Gary and Anita Jones (parents) to Christopher and Kimberly Jones (son & daughter-in-law) – 450 and 500 Curd Rd – Tract 2 (17.725 acres) - A-1 District – Dan Phillips Surveying

Trent Thompson was present via Zoom.

TRC deficiencies were listed as follows:

1. Show all existing and proposed utility easements with dimensions, if any.
2. Purpose of Plat note. What is family relationship of Kimberly Jones? Add here and Title Block.
3. Need Owner's signature.
4. Need Land Surveyor's signature and seal.
5. Need Board of Health Certification and signature.
6. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
7. Submit mylar, plus one 8 ½ x 11" reduced copy of plat, with **ALL** certifications signed except for Commission's Certification.
8. 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. 2022-033 to kjohns@woodfordcountyky.gov; pwilson@woodfordcountyky.gov; koreel@woodfordcountyky.gov
9. All lot corners must be pinned.
10. Need clarification on access and UE dimensions.

A motion was made by Mrs. Robson, as seconded by Mr. Montgomery, to forward the Minor In-Family Conveyance – Gary and Anita Jones (parents) to Christopher and Kimberly Jones (son & daughter-in-law) – 450 and 500 Curd Rd – Tract 2 (17.725 acres) - A-1 District onto the Planning Commission Chair with deficiencies being corrected, as noted. The motion carried with seven (7) aye votes.

4th Amended Final Development Plan – Daisy Hill Assisted Living Facility – 1001 Crossfield Dr – R-3 District – Dan Phillips Surveying

Trent Thompson was present via Zoom. Mrs. Wilson noted that this plat was originally submitted in October 2015 and was not ready to move forward with the conveyance at that time.

TRC deficiencies were listed as follows:

1. Need Owner's signature.

2. The Plan shall be tied to local horizontal and vertical GIS Datum.
3. 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. 2022-034 to kjohns@woodfordcountyky.gov; pwilson@woodfordcountyky.gov; koreel@woodfordcountyky.gov
4. Submit 4 full size copies, 1 – 11"x17" reduced copy of the Plan (**folded to 8 ½ x 11**), **ALL signed and sealed.**

A motion was made by Mr. Brown, as seconded by Mrs. Robson, to forward the 4th Amended Final Development Plan – Daisy Hill Assisted Living Facility – 1001 Crossfield Dr – R-3 onto the Planning Commission with deficiencies being corrected, as noted. The motion carried with seven (7) aye votes.

Construction Plans – Reserve at Midway – 314 N. Winter St – R-1B/R-1C Districts – EA Partners, PLC

Rick Nunnery with EA Partners was present via Zoom.

TRC deficiencies were listed as follows

1. Sheet #5 – Label existing sanitary sewer line and show easement (in the vicinity of North Winter St.).
2. All sheets – correct 20' building line along Old Towne Walk to match approved Preliminary Subdivision Plat. Should be 25' on Lot 10 and 30' on Lots 11, 12, and 13.
3. Suggest adding a driveway apron detail for lots accessing Northside Drive since they will not be traditional curb/sidewalk type. At building permit stage, encroachment permits will be required from City of Midway.
4. Add typical detention maintenance note to set of plans.
5. Sheet 2, Sanitary Sewers, anywhere something is referenced to be "performed under the direction of the engineer," please also list "and Jack Blevins, City of Midway." This applies to three (3) paragraphs in this section.
6. Sheet 2, Please provide a section subtitle for the Water Line construction notes.
7. Sheet 2, Water Lines, #3 is not a complete sentence. Either complete or remove the word "for."
8. Sheet 2, Water Lines, #4 add "To be witnessed by Jack Blevins. Contact minimum 24 hours prior to testing."
9. Sheet 2, Water Lines, #13 clarify this will be supplied by the developer and not the responsibility of the contractor. Either way, it is clear the City will not supply the meter, thank you.
10. Sheet 2, Water Lines, #14 add "If there are any discrepancies between plans, notes, or specifications, the City of Midway Specification shall govern."
11. Sheet 2, Water Lines, Boxed note for City of Midway to witness testing, include: "Contact Jack Blevins, City of Midway: 859-361-6810."
12. Sheet 3, Add **15' wide easement** (per Midway specifications) centered on the proposed water line labeled "15' Wide MWSS Utility Easement." Coordinate with sanitary sewer easement.
13. Sheet 3, Add to Notes section "Call Jack Blevins, City of Midway, minimum 24 hours prior to any event requiring City of Midway inspection: 859-361-6810"
14. Sheet 5, Ensure minimum 10' lateral separation between water line and sanitary sewer. Note on plans the offset distance and label "Water and Sewer to maintain minimum 10' lateral separation and 18" vertical separation"

15. Sheet 5, Add note "Roof drains, foundation drains, sump pump drains, and all other clean water connections to the sanitary system are PROHIBITED. No buildings shall be connected to a sewer lateral until the building is under roof."
16. Sheet 5, Add 20' wide easement (per Midway specifications) centered on the proposed sanitary sewer labeled "20' Wide MWSS Utility Easement." Coordinate with water line easement.
17. Sheet 5, Revise 5th note to say, "City of Midway," instead of "City of Versailles."
18. Sheet 5, Add to Notes section "Call Jack Blevins, City of Midway, minimum 24 hours prior to any event requiring City of Midway inspection: 859-361-6810"
19. Sheet 7A, label water line crossing with "18" minimum vertical separation from sanitary sewer and water line."
20. Sheets 11A, 11B, 11C, and 12A seem to be duplicated. Remove duplicates.
21. Mary Beth Robson noted comments with Rick Nunnery at an earlier date.

Comment – Easements on preliminary plat not long match proposed infrastructure layout.

Comment – Will need Construction Plan approval letter from Midway's engineer to obtain a Grading Permit.

A motion was made by Mrs. Delius, as seconded by Mr. Montgomery, to forward the Construction Plans – Reserve at Midway – 314 N. Winter St – R-1B/R-1C Districts onto the Planning Director with deficiencies being corrected, as noted and approval letter from Mrs. Robson and Midway's engineer to obtain a Grading Permit. The motion carried with seven (7) aye votes.

Zoning Map Amendment and Final Development Plan - Super Seven Frankfort St., LLC – 155 Frankfort St – R-3 to B-4 District – Barrett Partners, PLLC

Tony Barrett with Barrett Partners and Randi Mjos, owner were present via Zoom. Mr. Barrett noted that the plan changes the use from residential to commercial and will use the existing house on the lot with parking in the rear and handicap parking in the front.

TRC deficiencies were listed as follows:

1. Add Purpose of Plan note.
2. Need Owner's signature.
3. The Plan shall be tied to local horizontal and vertical GIS Datum.
4. 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. 2022-036 to kjohns@woodfordcountyky.gov; pwilson@woodfordcountyky.gov; koreel@woodfordcountyky.gov
5. Submit 4 full size copies, 1 – 11"x17" reduced copy of the Plan (**folded to 8 ½ x 11**), **ALL signed and sealed.**
6. If this Plan is accompanying a Zone Change Application **1** Zone Change Sign must be posted on the property by **noon** May 25, 2022.
7. Submit drainage calculations to Mary Beth Robson (usually done during Construction Plan approval phase).
8. May need Knox Box due to change of use.

A motion was made by Mrs. Hartley, as seconded by Mrs. Robson, to forward the Zoning Map Amendment and Final Development Plan - Super Seven Frankfort St., LLC – 155 Frankfort St – R-3 to B-4 District onto the Planning Commission with deficiencies being corrected, as noted. The motion carried with seven (7) aye votes.

Final Development Plan – The Journey Ministries, Inc – Midway Station - 500 McKinney Ave., Lot 21 – I-1/B-5 Districts – MLH Civil Engineers, PLLC

John Hunt with MLH Civil Engineers was present via Zoom.

TRC deficiencies were listed as follows:

1. Add a note to the plan referencing BOA CUP's #08-014-2019 and #06-010-2019.
2. Will need approved encroachment permits from City of Midway at construction plan phase.
3. Make lot boundary show up bolder.
4. Need Owner's signature.
5. The Plan shall be tied to local horizontal and vertical GIS Datum.
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. 2022-037 to kjohns@woodfordcountky.gov; pwilson@woodfordcountky.gov; koreel@woodfordcountky.gov
7. Submit 4 full size copies, 1 – 11"x17" reduced copy of the Plan (**folded to 8 ½ x 11), ALL signed and sealed.**
8. Please show existing water line and proposed connection. There is existing water infrastructure on this lot that is NOT shown on this FDP.
9. Please show proposed sanitary connection.

A motion was made by Mrs. Robson, as seconded by Mrs. Delius, to forward the Final Development Plan – The Journey Ministries, Inc – Midway Station - 500 McKinney Ave., Lot 21 – I-1/B-5 Districts onto the Planning Commission with deficiencies being corrected, as noted. The motion carried with seven (7) aye votes.

A motion was made by Mr. Montgomery, as seconded by Mrs. Robson, to adjourn at 10:45 a.m.

Patricia B. Wilson, Chair
PW:ko