

ON TUESDAY, NOVEMBER 14, 2017, THE TECHNICAL REVIEW COMMITTEE HELD THEIR REGULAR MEETING AT 10:00 A.M. IN THE WOODFORD COUNTY COURTHOUSE 2<sup>ND</sup> FLOOR COURTROOM

**MEMBERS PRESENT:** Griff Reed, Tom Walker, Buan Smith, Mitzi Delius, Pattie Wilson, Jeri Hartley, John Varner

**MINUTES: The October 17, 2017 minutes stood approved as submitted.**

Final Record Plat and Preliminary/Final Townhouse Plat – Almogaver Properties, LLC – 103 Mack St – R-3 District – Tim Thompson, PE, LS

Tim Thompson was present for discussion. Mr. Thompson noted that the owner will be filing for a lot width variance. Mrs. Wilson noted that the Chairman approval would be contingent on Board of Adjustment approval.

TRC Deficiencies were listed as follows:

1. Show all existing and proposed utility easements with dimensions.
2. Show owner's signature(s).
3. Show Land Surveyor's signature and seal.
4. Submit copies of approved entrance permits from City.
5. Submit Utility easement approval sign-offs from each Utility company, if different from easements shown thereon.
6. Submit street name and address approval sign-offs from E-911 Coordinator.
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. 2017-044 to [kjohns@woodfordcountyky.org](mailto:kjohns@woodfordcountyky.org); [pwilson@woodfordcountyky.org](mailto:pwilson@woodfordcountyky.org); [koreel@woodfordcountyky.org](mailto:koreel@woodfordcountyky.org)
8. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy, **ALL SIGNED**.
9. All lot corners must be pinned.
10. Show Board of Adjustment Application #12-022-2017.
11. Water lines are located across the street (Ms. Delius will forward location of lines). Will need separate sewer taps and can use existing one on property. Mrs. Delius will need to be present when road cut is made.

This is a Minor Plat that can be forwarded to the Chairman.

**A motion was made by Mr. Walker, as seconded by Mrs. Delius, to forward the Final Record Plat and Preliminary/Final Townhouse Plat – Almogaver Properties, LLC – 103 Mack St – R-3 District to the Chairman with deficiencies being corrected and after BOA hearing on December 4, 2017. The motion carried with seven (7) aye votes.**

Minor Consolidation Plat – VCA Real Property – 1325 Lexington Rd – B-4 District – Vision Engineering

Rich Newton with Vision Engineering was present for discussion.

TRC Deficiencies were listed as follows:

1. Rotate Vicinity Map (oriented same as plat).
2. Show bearings and distances of all lot lines, including old ones.
3. Label New Tract 1, 5.216 AC. on face of lot.
4. Show all existing and proposed utility easements with dimensions. Add 10' general telephone easement along front as previously shown on recorded plat unless it's been released.
5. Need Owner's signature.
6. Need Land Surveyor's signature and seal.
7. Remove building footprints.
8. Add "Lexington Road" after U.S. 60 on plan view.
9. Submit utility easement approval sign-offs from utility company, if different from easements shown thereon.
10. Submit an 8 1/2"x11" reduced copy of the plat, plus one full size and mylar, all signed.
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. 2017-045 to [kjohns@woodfordcountky.org](mailto:kjohns@woodfordcountky.org); [pwilson@woodfordcountky.org](mailto:pwilson@woodfordcountky.org); [koreel@woodfordcountky.org](mailto:koreel@woodfordcountky.org)
12. Show bike path in cross section of U.S. 60.
13. All lot corners must be pinned.
14. Increase 12' sanitary easement to 20'.
15. Correct County Engineer phone to 873-4231.
16. Add Woodford County Fire District under utilities.
17. Add 20' utility easement around perimeter.
18. Add detention basin maintenance note and show proposed easement area.

This is a Minor Plat that can be forwarded to the Chairman

**A motion was made by Mr. Walker, as seconded by Mr. Varner, to approve the Minor Consolidation Plat – VCA Real Property – 1325 Lexington Rd – B-4 District to the Chairman with deficiencies being corrected. The motion carried with seven (7) aye votes.**

Amended Final Development Plan – VCA Real Property – 1325 Lexington Rd – B-4 District – Vision Engineering

Rich Newton with Vision Engineering was present for discussion. Mr. Newton noted that the existing clinic will be demolished and replace it with a new structure and pet crematorium. A detention basin will be added. Mr. Smith noted that there was an 18" culvert coming out from US 60 and the accessory building is in the flow path; will need to look at on Construction Plans.

TRC Deficiencies were listed as follows:

1. Purpose of Plan – Add: To show a 1200 sq. ft. accessory structure.
2. Show proposed and existing easements for utilities or other purposes.
3. Show owner's signature(s).
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. 2017-046 to [kjohns@woodfordcountky.org](mailto:kjohns@woodfordcountky.org); [pwilson@woodfordcountky.org](mailto:pwilson@woodfordcountky.org); [koreel@woodfordcountky.org](mailto:koreel@woodfordcountky.org)

5. Submit an 11"x17" reduced copy of the plat, plus four (4) full size copies, all signed.
6. The accessory structure needs to be in the rear yard, not the side yard, of the principal building, unless it is connected by a breezeway or similar structure.
7. Include the revised sanitary sewer easement.
8. City Public Works will verify if 6" water main at edge of pavement exists.
9. Water meter for existing rear structures are behind Lexington Road Plaza (old Kroger). May interfere with proposed detention basin.
10. City Public Works reserves the right for comment on construction plans.
11. Add detention basin maintenance note and show easement area.
12. Columbia Gas has two meters on property.
13. Add fire hydrant on property.
14. Add Woodford County Fire District under utilities.

Comment: To be forwarded to the Planning Commission

**A motion was made by Mrs. Delius, as seconded by Mr. Walker, to approve the Amended Final Development Plan – VCA Real Property – 1325 Lexington Rd – B-4 District to the Planning Commission with deficiencies being corrected. The motion carried with seven (7) aye votes.**

Construction Plans – Versailles Land Group – Versailles Center Lot 2 – B-4 District – CMW

Adam Bender-Saunders of CMW was present for discussion. Mr. Saunders noted that the berm will be cut down and made wider. Mrs. Wilson questioned the depth of the existing water line if reducing the height of the berm. He responded five feet. Mrs. Delius noted that it would be adequate as proposed.

TRC Deficiencies were listed as follows:

1. Need to have Erosion Control Plan and have it in place prior to any construction.
2. Need letters of approval from City Public Works and County Engineer so grading permit can be issued.
3. Will need As-Built plans once site work is complete.
4. County Engineer reserves the right for comment.

**A motion was made by Mrs. Delius, as seconded by Mrs. Hartley, to approve the Construction Plans – Versailles Land Group – Versailles Center Lot 2 – B-4 District with deficiencies being corrected and letters of approval from City Public Works and County Engineer to obtain a grading permit. The motion carried with seven (7) aye votes.**

Final Record Plat – Versailles Land Group – Versailles Center Unit 2 – B-4 District – CMW

Adam Bender-Saunders of CMW was present for discussion.

TRC Deficiencies were listed as follows:

1. Title Block – show address(es) of property.
2. Building lines (see Pattie) need to be added on Lot 9 along Kroger Way and Commerce Drive and along access easement on Lots 5 & 6.

3. Show street names and numbers, approved by E-911 Coordinator.
4. Show address number on each lot, approved by E-911 Coordinator.
5. Show all existing and proposed utility easements with dimensions.
6. Need Owner's signature.
7. Need Land Surveyor's signature and seal.
8. Detention note – correct Retention to Detention. Label Lot 2 as "Detention Basin".
9. Add street name, Kroger Way (50' R.O.W.) on plat on street.
10. Label 20' sanitary sewer easement on Lot 1 and water easement on Lots 3 & 4.
11. Submit utility easement approval sign-offs from utility company, if different from easements shown thereon.
12. Submit street name and address approval sign-offs from E-911 Coordinator.
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. 2017-048 to [kjohns@woodfordcountky.org](mailto:kjohns@woodfordcountky.org); [pwilson@woodfordcountky.org](mailto:pwilson@woodfordcountky.org); [koreel@woodfordcountky.org](mailto:koreel@woodfordcountky.org)
14. Submit an 8 ½" x 11" reduced copy of the Plat plus mylar and one copy, **ALL SIGNED**.
15. Add note regarding maintenance of the 25' Access Easement Road.
16. Submit As-Built construction plans (one to County Engineer), consisting of, one full size set, one 11"x 17" reduced set, and a pdf. Need Sanitary sewer taps shown with legend key and submit profile sheets of storm sewer lines.
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 and County Engineer.
19. Submit a Certificate of Deposit per Sub Regs once amount is approved after on-site inspection. Have City Clerk verify they have received it before Plat can be recorded.
20. All lot corners must be pinned.
21. Show and label bench mark.
22. Identify and note any lots with minimum finished floor elevations. Lot 1 needs this.
23. Show City Public Works/County Engineer's Certification (if public improvements were installed) and signature.
24. Label all waterline easements.

Comment: All work on regrading of Lot 2 must be completed with basin functional and As-builts submitted prior to Plat being recorded. Lot 6 will need to be eventually consolidated with Talbott property.

**A motion was made by Mrs. Delius, as seconded by Mr. Walker, to approve the Final Record Plat – Versailles Land Group – Versailles Center Unit 2 – B-4 District and forward to the Planning Commission with deficiencies being corrected. The motion carried with seven (7) aye votes.**

Final Development Plan - Versailles Land Group – Versailles Center Lot 3 – B-4 District – CMW

Adam Bender-Saunders of CMW was present for discussion.

TRC Deficiencies were listed as follows:

1. In Title Block – show address of property.
2. Show screening, landscaping and buffering, generally on plan.

3. Add a note regarding stormwater detention is off-site on Lot #2.
4. Need Owner's signature.
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. 2017-049 to [kjohns@woodfordcountky.org](mailto:kjohns@woodfordcountky.org); [pwilson@woodfordcountky.org](mailto:pwilson@woodfordcountky.org); [koreel@woodfordcountky.org](mailto:koreel@woodfordcountky.org)
6. Submit an 11"x17" reduced copy of the plat, plus four (4) full size copies, **all signed**.
7. Show location of freestanding or monument type sign, if any.
8. Show construction exit on construction plans.
9. Label waterline easement centered on the main.
10. City Public Works and County Engineer reserves the right for comment on Construction Plans.

**A motion was made by Mr. Walker, as seconded by Mrs. Hartley, to approve the Final Development Plan - Versailles Land Group – Versailles Center Lot 3 – B-4 District and forward to the Planning Commission with deficiencies being corrected. The motion carried with seven (7) aye votes.**

**A motion was made by Mrs. Delius, as seconded by Mrs. Hartley, to adjourn the meeting at 10:36 a.m. The motion carried with seven (7) aye votes.**

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**Patricia B. Wilson, Chair**

**PW:ko**