

ON TUESDAY, OCTOBER 13, 2020 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: Lezlie Allison, Autumn Dmytrewycz, Mary Beth Robson, Chris Cobler, Mitzi Delius, Brandon Brown, Pattie Wilson, Jeri Hartley, Melvin Montgomery, Paul Simmons

MINUTES: The September 15, 2020 minutes stood approved as corrected with the correct meeting minute date as noted by Mrs. Robson.

NEW BUSINESS

1st Amended Preliminary Subdivision Plat – Paynes Crossing – 2001 Lexington Road – R-1A, R-1B, R-1C, R-2 Districts – Eagle Engineering

Robbie Stilz, Legal Representative and Bill McAlpin and John Hill with Eagle Engineering were present via Zoom. Mr. McAlpin noted that the plat was being resubmitted because the prior one had expired and they were asking for re-approval with minor changes toward the back of the development. They changed the drainage along Lexington Road and added a few more lots because they had more detention than was needed. Mr. McAlpin noted that the drainage report will be submitted with Construction Plans. Mr. Stilz noted that they have had discussions with Souix Finney and officials from the county regarding the road/path into Huntertown Community Park. Mr. McAlpin noted that there would be a sidewalk from Huntertown Road through the subdivision to Lexington Road and can access the City via the sidewalks.

TRC deficiencies were listed as follows:

1. All Sheets – Title Block: Add (formerly known as Backer Farm)
2. Submit copies of proposed deed restrictions, if any.
3. Correct date of F.I.R.M. = 12/21/2017 and Map # 21239C0090D.
4. May want to overlay the Preliminary Plat showing the proposed location of trees and groves to be retained.
5. Need Owner's signature.
6. Need Land Surveyor's seal and signature.
7. The plan shall be tied to local horizontal and vertical GIS Datum.
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. 2020-049 to kjohns@woodfordcountky.gov; pwilson@woodfordcountky.gov; koreel@woodfordcountky.gov
9. Submit 4 full size copies, 1 – 11"x17" reduced copy of the Plan, **ALL signed and sealed.**
10. Sheet 1:
 - a. Purpose – add R-2 in first line.
 - b. Retention/Detention note: is City only, not County or Fiscal Court.
11. Sheet 2:
 - a. Label "open space" near Lots 9 & 13.
 - b. Label 50' Landscape easement along front adjacent to US60/Lexington Road.

- c. Can 8' wide sidewalk be connected to bike path along US60 in HOA/detention area next to Lot 8?? Show proposed easement if so.
 - d. Show water and sewer extended to property line to east on Lot 11 – Block A
12. Sheet 4:
- a. Label 50' Landscape easement along Bluegrass Parkway.
 - b. Show water and sewer extended to property line to east, maybe at both stub streets.
13. Sheet 5:
- a. Label 50' landscape easement along Bluegrass Parkway.
 - b. Show water and sewer extended to Hunteartown Community Interpretive Park. (structures shown in that vicinity no longer exist).
14. Sheet 6:
- a. Where did all of the U.E.'s come from that are shown?
 - b. Lot area is now all zoned CO-1, Conservation.
 - c. Contact Rich Pictor and Sioux Finney to discuss cross-section and location of proposed road.
15. Drainage report to be submitted with Construction Plans.
16. Submit request for water and sewer availability to City Public Works.

Comments: No more than 20% of existing trees, groves, or woodlands can be removed. All of those (80% minimum) being protected shall be specifically identified on the Preliminary Plat as "Tree Protection Areas" with appropriate acreages and percentages. Note #11 refers to substantial tree areas being crosshatched, but they aren't.

A motion was made by Mrs. Delius, as seconded by Mr. Brown, to forward the 1st Amended Preliminary Subdivision Plat – Paynes Crossing – 2001 Lexington Road – R-1A, R-1B, R-1C, R-2 Districts, onto the Planning Commission with deficiencies being corrected, as noted. The motion carried with ten (10) aye votes.

Construction Plans – HD Holdings – Midway Station, Lot 26 – 725 Fisher St – I-1 District – MLH Civil Engineers

John Hunt with MLH Civil Engineers was present via Zoom.

TRC deficiencies were listed as follows:

1. Add approved Final Development Plan to set.
2. Defer to Midway and/or HMB for comments.
3. Sheet C2.5 – Viburnum is not a Burning Bush. Clarify (Viburnum preferred but pick a species).
4. Need letter from City of Midway and/or HMB approving plans before a Grading Permit can be issued.

A motion was made by Mrs. Delius, as seconded by Mrs. Robson, to forward the Construction Plans – HD Holdings – Midway Station, Lot 26 – 725 Fisher St – I-1 District onto the Planning Director for issuance of Grading Permit upon receipt of approval letter from City of Midway and with deficiencies being corrected, as noted. The motion carried with ten (10) aye votes.

Construction Plans – HD Holdings – Midway Station, Lot 27 – 775 Fisher St – I-1 District – MLH Civil Engineers

John Hunt with MLH Civil Engineers was present via Zoom.

TRC deficiencies were listed as follows:

1. Add Final Development Plan to set of plans.
2. Defer to Midway and/or HMB for comments.
3. Need letter from City of Midway and/or HMB approving plans before a Grading Permit can be issued.
4. Show drop box in southwest corner with inlet control protection.
5. Show construction entrance or make note.

A motion was made by Mrs. Delius, as seconded by Mr. Simmons, to forward the Construction Plans – HD Holdings – Midway Station, Lot 27 – 775 Fisher St – I-1 District onto the Planning Director for issuance of Grading Permit upon receipt of approval letter from City of Midway and with deficiencies being corrected, as noted. The motion carried with ten (10) aye votes.

Consolidation Plat – Carl Estate – 3550 & 3710 Paynes Mill Rd – A-1 District – Calico Land Surveying

Josh Calico with Calico Land Surveying was present via Zoom and noted that Mr. Carl inherited the small farm and the farm currently has two non-conforming parcels and this plat would consolidate property to make it a legal conforming lot.

TRC deficiencies were listed as follows:

1. Title Block – Add name of owner of Parcel 4 = Grace Plenty Farm, Inc, 3710 Paynes Mill Rd.
2. Add address of property in Title Block = 3550 & 3710.
3. Vicinity map (oriented same as plat). Lighten and show more detail of Parcel 3 & 4 or make “Farm Detail”.
4. Names of adjacent subdivisions or owners.
5. Show zoning classification of subject property and adjoining properties.
6. Move building line on New Tract 1 to front of house.
7. Site Statistics:
 - a. Add area in Lots. Lot 2 = 2.00 acres; 3&4 = 155.033 acres.
 - b. Existing Zone & CO-1.
8. Show all existing and proposed utility easements with dimensions, if any.
9. In “Purpose of Plat” note add: to create new Tract 1 consisting of 2.00 acres and New Tract 2 consisting of 155.033 acres.
10. Need Owner’s signature. Need signature of Grace Plenty Farm, Inc as well.
11. Need Land Surveyor’s signature and seal.
12. Update note #6 – Flood Insurance Rate Map (F.I.R.M.) number 21239C0085D 12/21/2017.
13. Label Paynes Mill Road as centerline.
14. Label “Old Line” and “New Line”.

15. Take "Z" out of old line and make solid and then add consolidation "hooks".
16. Submit Utility Easement approval sign-offs from each utility company, if different from easements shown thereon.
17. 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.
18. 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. 2020-052 to kjohns@woodfordcountky.gov; pwilson@woodfordcountky.gov; koreel@woodfordcountky.gov
19. Move Recorder's Certification to the lower right hand corner of the plat.
20. All lot corners must be pinned.
21. Show floodplain on Parcel 4.
22. Add 20' U.E. for overhead line to house, centered on existing line.

A motion was made by Mrs. Robson, as seconded by Mr. Cobler, to forward the Consolidation Plat – Carl Estate – 3550 & 3710 Paynes Mill Rd – A-1, onto the Planning Director for issuance of Grading Permit upon receipt of approval letter from City of with deficiencies being corrected, as noted. The motion carried with ten (10) aye votes.

Final Development Plan – Ledvance LLC – Lot 2 – 1051 Tyrone Pike – I-2 District – Vision Engineering

Matt Carter with Vision Engineering was present via Zoom. Mr. Carter noted that it is the first lot to be developed on the subdivision and it is for a horse feed company with a warehouse. The subdivision is not complete yet but the detention basins and paving should be completed within two weeks. Mrs. Wilson noted that the Final Record Plat was submitted to TRC some time ago and it was determined that it was premature and had a lot of deficiencies. So when Mr. Carter gets the As-builts completed they will submit back to TRC. The proposed Development Plan that is under review will need to wait for approval of the Final Record Plat.

TRC deficiencies were listed as follows:

1. Title Block – update to Nashgrove, LLC (formerly known as Ledvance, LLC)
2. Title Block – update address number per E911 to 1021.
3. Purpose of Plan is incorrect. Revise to reflect this plan.
4. Update vicinity sketch with adjoining streets, etc. Is topography shown as existing after site work now? Revise if not.
5. Show screening, landscaping and buffering, including a Landscape Statistic Table.
6. Show proposed and existing easements for utilities or other purposes.
7. Add Statistical Summary of all pertinent site data, including:
 - a. Site area (Net & Gross)
 - b. Zoning (Existing and Proposed)
 - c. Lots/Units (Existing and Proposed)
 - d. Building Coverage
 - e. Floor Area
 - f. Parking (Required and Proposed)

8. Add a note stating that no grading, stripping, excavation, filling or other disturbance of the natural ground cover shall take place prior to approval of an erosion control plan.
9. Add a note stating that no building permits shall be issued unless and until a final development plan is approved by the Planning Commission.
10. Is Access Road to Tyrone Pike going to be in an easement? Show and label. Will it be curbed? On one side or both (cross-sections shows one side but site grading implies both).
11. Any proposed lighting must be directed downward and shielded.
12. Show location of sign, if any, per Zoning Ordinance Section 508.
13. Need Owners signature.
14. In Commission's Certification, remove "Urban County".
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. 2020-053 to kjohns@woodfordcountyky.gov; pwilson@woodfordcountyky.gov; koreel@woodfordcountyky.gov
17. Submit 4 full size copies, 1 – 11"x17" reduced copy of the Plan, **ALL signed and sealed.**
18. Parking comments:
 - a. Required parking cannot be located in 25' front building line. Extra spaces can, but not required.
 - b. Short on number of required spaces. 11,000 SF warehouse is 1 space per 600 SF = 18.3=19 spaces. 4600 SF of office is 1 space per 200 SF=23 spaces. 19+23=42 spaces. Plan only shows 27 total spaces; 15 short.
 - c. If the additional 11,000 SF expansion is constructed another 19 spaces will be required. Show future location of these spaces dashed in on the plan.
 - d. Parking spaces facing building allow vehicles to overhang sidewalk. Add wheel stops or make sidewalk wider to accommodate overhang.
19. Previous drainage report of the tract, watershed area was shown with 67% impervious and this lot looks to be higher than that figure – Need to show that this was accounted for in the drainage calculations.
20. Add 25' U.E. around perimeter of property – Matt and Chris Cobler to meet and discuss.
21. All infrastructure must be in before City Public Works will sign off on Plat/Plans.
22. Need to find out if building will have sprinkler system and discuss with Brandon Brown.

Comment: The Final Development Plan will need to wait to be on Commission's agenda until Final Record Plat is approved and recorded. The lot and any associated easements do not exist yet.

A motion was made by Mrs. Delius, as seconded by Mr. Cobler, to forward the Final Development Plan – Ledvance LLC – Lot 2 – 1051 Tyrone Pike – I-2 District onto the Planning Commission with deficiencies being corrected, as noted, and after approval of Final Record Plat and As-builts are approved. The motion carried with ten (10) aye votes.

Construction Plans - Ledvance LLC – Tract 5, Lot 2 – 1051 Tyrone Pike – I-2 District – Vision Engineering

Matt Carter with Vision Engineering was present via Zoom. Mr. Carter noted that the Construction Plans match the Development Plan.

TRC deficiencies were listed as follows:

1. Add "Nashgrove, LLC" to all plan sheets (formerly known as "Ledvance LLC").
2. Update address number on all sheets to 1021.
3. Add approved Final Development Plan sheet to set once it is approved.
4. Remove all references to GSCPC in plans.
5. Sheet C2.0 - Update Utility contacts with correct names (Brown, Autumn D).
6. Sheet C2.0 – Are the contours shown on this sheet current (since the site was modified for detention, etc)? Update if not.
7. Sheet C4.0 – Grading Plan
 - a. Parking spaces facing building will enable cars to hangover the sidewalk. Either add wheel stops or make sidewalk wider.
 - b. Preliminary Subdivision Plat did not show curbs on entrance driveway. Why is a curb only being shown on one side? Proposed contours show both.
 - c. Complete spot elevations where XXXX are still shown.
8. Sheet C5.0 – Will there be any site lighting? Show if any. Also, lighting must be directed downward and shielded.
9. Sheet C6.0 – Landscaping
 - a. Label deciduous trees along front of parking lot.
 - b. Extend hedge and add a couple of trees along curb until you get to side of building.
 - c. What will VUA areas consist of?
 - d. Landscape Statistics – revise required interior landscape area to 5% (not 10%).
10. Need to show utilities on profile if crossing storm structures.
11. Main Entrance – need all manholes and valves uncovered and brought up to grade; need to replace a damaged valve box.
12. Need a sanitary sewer clean out at the property line.
13. Need to show how they are tying onto the water with pipe size and type.
14. City Public Works will need to be onsite when tapping onto sewer main for connection into building.
15. Check to see if building will be sprinkled.
16. Need fire hydrant off of Tyrone Pike on town side of entrance between 25'-50' going into lots.

A motion was made by Mrs. Delius, as seconded by Mr. Brown, to forward the Construction Plans - Ledvance LLC – Tract 5, Lot 2 – 1051 Tyrone Pike – I-2 District – onto the Planning Director for issuance of Grading Permit upon receipt of approval letter from City of Versailles Public Works and with deficiencies being corrected, as noted. The motion carried with ten (10) aye votes.

Preliminary Subdivision Plat - Polo Run Subdivision – 3473 Troy Pike – RR/Residual Farmland Districts – Dan Phillips Surveying

Trent Thompson, Trey Schott and Jason Heichelbech with Cann-Tech Engineering were present via Zoom.

TRC deficiencies were listed as follows:

1. Show on the Preliminary Plat or on an overlay of the Preliminary Plat, the proposed location of trees and groves to be retained.
2. Need Board of Health signature.
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. 2020-036 to kjohns@woodfordcountky.gov; pwilson@woodfordcountky.gov; koreel@woodfordcountky.gov
4. Submit 4 full size copies and 1-11" x 17" reduced copy of the Preliminary Plat, all signed and sealed. All deficiencies must be corrected for any plans reviewed by the TRC.
5. Mary Beth Robson questioned the pond and it was determined that it was not going to be part of the subdivision.

A motion was made by Mrs. Hartley, as seconded by Mrs. Delius, to forward the Preliminary Subdivision Plat - Polo Run Subdivision – 3473 Troy Pike – RR/Residual Farmland Districts onto the Planning Commission with deficiencies being corrected, as noted. The motion carried with ten (10) aye votes.

Construction Plans – Polo Run Subdivision – 3473 Troy Pike – RR/Residual Farmland Districts – Cann-Tech, LLC

Trent Thompson, Trey Schott and Jason Heichelbech with Cann-Tech Engineering were present via Zoom. Mr. Heichelbech noted that he and Trent Thompson had addressed all of the deficiencies that Mrs. Robson had noted. Mrs. Wilson questioned the county taking over the road and Mrs. Robson noted that she had been in contact with Cann-Tech and their Geotechnical Engineer and before the County accepts it they will need to do an inspection.

TRC deficiencies were listed as follows:

1. Add copy of approved Preliminary Subdivision Plat to the set and in index.
2. Need Landscape Plan added to set with details. (Tim may have already had Liz Senn do this, ask Trent)
3. Will need approval letter from County's Engineer approving plans before a Grading Permit can be issued.
4. Remove Buan Smith name and add Woodford County's Consulting Engineer.
5. Need KPDES permit.
6. Need a more expanded sediment and erosion control plan for project area.
7. Need to include construction plan for pond in the set.
8. Need headwalls on culverts.

A motion was made by Mrs. Robson, as seconded by Mrs. Hartley, to forward the Construction Plans – Polo Run Subdivision – 3473 Troy Pike – RR/Residual Farmland Districts onto the Planning Director for issuance of Grading Permit upon receipt of approval letter from county's Engineer and with deficiencies being corrected, as noted. The motion carried with ten (10) aye votes.

Construction Plans – Central Kentucky Stairs – 331 Kentucky Ave – I-2 District – Kentucky Engineering Group

Mark Upton with Kentucky Engineering Group was present via Zoom.

TRC deficiencies were listed as follows:

1. Sheet C-01:
 - a. Add site layout dimensions.
 - b. Show width and depth of all parking areas.
 - c. Show spot elevation on floor of building (looks like water in rear is draining toward building).
 - d. Is apron existing as concrete? Show and label.
 - e. Show rim and invert elevations on all storm structures (existing and proposed).
 - f. Label contours more frequently.
 - g. Where are existing utilities underground? These need to be protected during site construction.
2. Landscaping:
 - a. What is Parking area 1 vs 11? Need a Landscape Table with plant statistics.
 - b. Quantity, plant name, size, condition (B&B, container, etc). Hedges must be a minimum of 24" tall when planted. Trees must meet requirements in Zoning Ordinance Article XI, Section 11051332 (Page 11-9).
 - c. May need to provide wheel stops on 5 parking spaces to keep vehicles from overhanging into hedge/trees.
 - d. Interior landscaping island refers to Note #9. There is no Note #9.
 - e. Note #2 does not match plan view type-14DB.
 - f. Label trees and ground material in island next to front of building.
 - g. Add planting details for trees and shrubs with notes.
3. Site Lighting – any lighting outside must be directed downward and shielded. Show lighting if any. Add above note to Sheet C-01.
4. Add copy of Final Development Plan to this set and index.
5. Sheet 1 – check note references: see note 1 - drop box inlet.
6. Label existing storm infrastructure – rims and inverts.
7. Include notes to ensure positive drainage at discharge point from pond.
8. Need to add new sheet showing sediment and erosion control plan and all applicable notes.
9. Will need to stay in contact with City Public Works on Sprinkler System.
10. Add 5" storz fire department connection to be accessible from driveway or roadside (may need to contact Brandon Brown with City Fire Department).
11. Need to locate utilities (there is a high pressure gas line). Autumn D. will verify with Mark Upton.

A motion was made by Mrs. Delius, as seconded by Mr. Brown, to forward the Construction Plans – Central Kentucky Stairs – 331 Kentucky Ave – I-2 District onto the Planning Director for issuance of Grading Permit upon receipt of approval letter from City of Versailles Public Works and with deficiencies being corrected, as noted. The motion carried with ten (10) aye votes.

Minor In-Family Conveyance Plat – William F. Griffin and Anne E. Hulbert (father & mother) to Hallye R. Griffin and Phillip R. Winstead (daughter & son-in-law) – 801 Patterson Lane – A-1 District – Malcolm Endicott, LS

Malcolm Endicott was present via Zoom and gave a brief overview of the property that Bill Griffin owns. Mr. Endicott noted that the proposed lot did not have road frontage but was proposing a 15' access easement and Bo Wilson with the County Road Department was aware of this request.

TRC deficiencies were listed as follows:

1. Show Zoning classification of subject property and adjoining properties. With CO-1 added on farm schematic.
2. Site Statistics – Is the remaining farm 147.3 ± acres with Tracts 1-5?
3. Show all existing and proposed utility easements with dimensions.
4. Need Owner's signature.
5. Need Land Surveyor's signature and seal.
6. Need Board of Health signature.
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. 2020-058 to kjohns@woodfordcountky.gov; pwilson@woodfordcountky.gov; koreel@woodfordcountky.gov
10. All lot corners must be pinned.
11. Add 30' U.E. and access easement.

A motion was made by Mrs. Delius, as seconded by Mr. Simmons, to forward the Minor In-Family Conveyance Plat – William F. Griffin and Anne E. Hulbert (father & mother) to Hallye R. Griffin and Phillip R. Winstead (daughter & son-in-law) – 801 Patterson Lane – A-1 District onto the Planning Commission Chair with deficiencies being corrected, as noted. The motion carried with ten (10) aye votes.

Final Development Plan – Mi Pueblito's Property, LLC – 360 Commerce Drive – B-4 District – Carman Engineering

Seth Farmer with Carman Engineering was present via Zoom.

TRC deficiencies were listed as follows:

1. Title Block – add Versailles Center, Unit 2, Lot 5 - 360 Commerce Drive (Plat Cab F, SL25).
2. Need Owner's signature.

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. 2020-059 to kjohns@woodfordcountyky.gov; pwilson@woodfordcountyky.gov; koreel@woodfordcountyky.gov
4. Submit 4 full size copies and 1-11" x 17" reduced copy of the Preliminary Plat, all signed and sealed.
5. For Construction Plans - Note flume that is in the direction of McDonald's (contact Mary Beth Robson with GRW).
6. Chris Cobler – KU has primary pull box in southwest corner to pad mount transformer.
7. City Public Works reserves the right for comment.

A motion was made by Mrs. Hartley, as seconded by Mr. Cobler, to forward the Final Development Plan – Mi Pueblito's Property, LLC – 360 Commerce Drive – B-4 District onto the Planning Commission with deficiencies being corrected, as noted. The motion carried with ten (10) aye votes.

Mrs. Wilson noted that this would be Mrs. Allison's last meeting and thanked her for serving on TRC. Windstream had created an engineering position that would be a liaison with local Planning Commissions and Technical Review Committees.

A motion was made by Mrs. Robson, as seconded by Mrs. Allison to adjourn the meeting at 11:25 a.m. The motion carried with ten (10) aye votes.

Patricia B. Wilson, Chair
PW:ko