

**Joint City-County Planning Commission  
of  
Barren County, Kentucky**

**April 18, 2016**

The Joint City-County Planning Commission of Barren County, Kentucky met in regular session on Monday, April 18, 2016 at 7:00 PM in the chambers of the Glasgow City Hall.

The following Commission Members were present:

Eddie Atnip  
Brad Bailey  
Danny Basil  
Lewis Bauer  
Rondal Brooks  
Freddie Button

Tommy Gumm  
Joan Norris  
David Rutherford  
Janis Turner  
Candy Wethington  
Forrest Wise

Joel Wilson was absent.

**I. GENERAL BUSINESS:**

**Agenda Item # 1 – Approval of Minutes**

A motion was made by Rondal Brooks and seconded by Joan Norris to approve the March 21, 2016 minutes. Motion unanimously carried.

**Agenda Item # 2 – Approval of Invoices**

The following April, 2016 invoices were presented for payment.

A motion was made by Forrest Wise and seconded by Freddie Button to approve the April 2016 invoices as presented for payment. Motion unanimously carried.

**Agenda Item # 3 – Treasurer's Report**

The Treasurer's report will be available at the next meeting.

**Agenda Item # 4 – Committee's Report**

Candy Wethington, Chairperson of the Budget Committee, presented the proposed 2016-2017 Budget. A copy of the proposed 2016-17 Fiscal Year Budget is available in the Planning Commission office.

A motion was made by Candy Wethington and seconded by Danny Basil to approve the 2016-2017 Budget as presented. Motion unanimously carried.

Chairman Gumm thanked the Budget Committee for the work in preparing the proposed budget.

**Agenda Item # 5 – Director’s Report**

Kevin Myatt, Planning Director, told the Commission Members about the Spring KAPA Conference which will be held in Bowling Green. Mr. Myatt recommended the Commission Members, if they attend, should attend the class on 5/19/16 for 7 hours. Commission Members still have time to sign up for the conference.

**II. DEVELOPMENT PLAN:**

- 1. 041816-01-G – Preliminary Plan – Pin Seeker Estates Subdivision – Tee to Green Homes, LLC, Applicant/Owner – Hwy 31E (North Jackson Highway) – 16 Lots – 4.319 Total Acres – Glasgow – Plans prepared by Van Meter & Slavey, LLC.**

The following Staff Findings and Recommendations were presented.

Staff Findings:

1. Currently the subject property is located within an R-3 (Small Lot Medium Density Residential) District. A Zoning Change was applied for the subject property from B-2 (General Business) to R-3 (Small Lot Medium Density Residential) in 2014 (Ordinance #2857).
2. The existing tract of land contains 4.3194 total acres. The majority of the site slopes to the east, toward North Jackson Highway (US 31-E).
3. There is an existing residence on the subject property. Currently the applicant plans to leave the majority of the building for use as a “community” building for the home owners.
4. Sheet C 2-0 shows the proposed Subdivision consisting of sixteen (16) proposed Lots.

- A. Within the R-3 Zoning District the minimum Lot size for a single family residence is six thousand five hundred (6,500) square feet; all the proposed Lots exceed this minimum standard.
  - B. A Variance was granted by the Glasgow Board of Adjustment (Appeal # 771) for a Five (5') foot Variance to the Ten (10') Foot Side Yard Setback Requirement for all Lots and a Ten (10') foot Variance to the Thirty Five (35') foot Front Yard Setback Requirement was granted for Lots 6 – 11.
  - C. The minimum Lot Width required by the Zoning Ordinance requires each Lot to front on a City Street for at Least forty (40') feet; each Lot fronts for at least fifty (50') feet.
5. As shown on Sheet 2-0 the majority of Lot #1 is located within the FEMA Flood Hazard Area. Any development of this Lot will require the developer to file with the Kentucky Division of Water; apply with the local Flood Plain Coordinator, and build the dwelling under the special guidelines set forth in the Kentucky Residential Code.
  6. Sheet C 4-0 is the proposed utility layout. As shown on the drawing the applicant is proposing an additional three (3) manholes for the sewer which will connect to an existing manhole which feeds an existing Force Main.
    - A. A profile of the proposed sewer system is shown on Sheet C 7-0.
    - B. Water is to be supplied from an existing six (6") line on the northern most property line.
    - C. One (1) proposed hydrant is proposed at the end of the proposed cul-de-sac.
    - D. The Glasgow Water Company has approved all proposed water and sewer lines, services, and meters.
  7. As shown on Sheet C 4-0 the applicant is proposing that electrical service come from an existing pole on the west side of the property. Farmers RECC has been contacted in regards to the proposed development.
  8. As indicated on Sheet C 3-0 the applicant is proposing all storm water runoff generated by the proposed street be collected along the roadway via curb inlets in the existing ditch with culverts beneath the proposed entrance being designed to hold back the rate of runoff. According to the engineer, Lucas Slavey of Van Meter & Slavey, LLC, the State Highway Department has approved this detention along the roadway. The existing culvert pipes are to be removed.
  9. The applicant is proposing forty (40') linear feet of silt fence at the point that the proposed grading for the proposed roadway meets the existing ditch along North Jackson Highway (US 31-E). Stone bag inlet protection is also proposed at the two (2) curb inlets.

- A. Inlet protection should also be provided on the upstream ditch line north of the proposed entrance.
  - B. Once grading occurs for the proposed housing Lots additional silt fence will be required per individual Lot once a building permit is obtained.
10. Sheet C 6-0 shows details for the proposed roadway.
- A. The proposed road name “Pin Seeker Way” has been approved by the B.I.T.S. office, and the appropriate addresses have been assigned.
  - B. As required by Article 602.2 the street width is proposed to be fifty (50’) feet wide with gutter on each side.
  - C. Sidewalk requirements have been waived by the Department of Public Works due to the lack of connecting sidewalks (See Attachment A). Approval must still be given by the Joint City-County Planning Commission.
  - D. The cul-de-sac width meets the minimum standards and has been approved by the Department of Public Works.
  - E. According to the roadway typical (Sheet C 6-0) the minimum roadway width is being met.
  - F. The paving detail on the aforementioned sheet meets the minimum requirements set forth in the Subdivision Regulations.
  - G. The minimum street grade of ten (10%) is being provided per Article 615.1 of the Subdivision Regulations (see Profile).
  - H. Article 609.1 states that all non-through residential streets shall have a 95% Standard Proctor compacted subgrade. The Applicant is proposing fill for the roadway between Station .30 and Station .90 of the plan and profile, which will require the aforementioned compaction test.
  - I. A Letter of Credit in the amount of \$240,000 has been issued by Edmonton State Bank. The Letter of Credit is based on the proposed construction costs of the roadway plus fifteen (15%) percent. The Letter of Credit is set to expire on October 14th, 2016, at which time the Applicant must have a new Letter of Credit submitted to cover the remaining costs of the development if not completed.
11. Sheet C 7-0 is the Profile for the proposed sewer shown on Sheet C 4-0.

12. The applicant is proposing a Home Owners Association for the proposed Subdivision, however, the proposed roadway will be maintained for maintenance by the City of Glasgow once it has been reviewed and inspected.

Staff Recommendation:

It is the Staff's recommendation of approval of the Preliminary Subdivision Plan subject to the following conditions:

1. Adequate soil erosion and sedimentation control measures, shown on the approved plans, be implemented during and after site construction in order to reduce soil erosion and to minimize water quality impacts where the natural ground cover has been disturbed as well as additional inlet protection being provided and if necessary during housing construction additional silt fence that may be required being installed.
2. A copy of the Home Owners Association agreement is to be housed in the Barren County Clerk's office and a copy be given to the Joint City-County Planning Commission prior to final approval.
3. No entrances shall be allowed for Lots 1-8 onto the existing local street network, more in described as Country Club Road and a note shall be placed onto the proposed plat for recording purposes in the Barren County Clerk's office detailing the aforementioned lack of entrances. This is in accordance Goal 2 of the Goals and Objectives of the 2014 Comprehensive Plan for Barren County subsection 3 and with public health, safety and welfare and harmonizes with Chapter 8 of the 2014 Comprehensive Plan Access Management and Recommendation sections.

A motion was made by Eddie Atnip and seconded by Janis Turner to approve the proposed Preliminary Subdivision plans for Pin Seeker Estates Subdivision, Tee to Green Homes, LLC, Applicant, because the proposed development plan does meet the minimum standards set forth in Section 152 of the Glasgow Development Ordinance and subject to Staff Findings and Recommendations for approval of the proposed development with conditions of adequate soil erosion controls be implemented, a copy of the Home Owners Association agreement is to be housed in the Barren County Clerk's office and a copy be given to the Joint City-County Planning Commission and no entrances shall be allowed onto Country Club Road. Motion unanimously carried.

There being no further business to come before this meeting, upon the motion of Danny Basil, seconded by Rondal Brooks, and unanimously carried, the meeting adjourned at 7:30 PM.

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JOINT CITY-COUNTY PLANNING COMMISSION  
OF  
BARREN COUNTY, KENTUCKY

By: \_\_\_\_\_  
Tommy Gumm, Chairman

ATTEST:

\_\_\_\_\_  
Janis Turner, Secretary-Treasurer