

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

January 16, 2024

The Joint City-County Planning Commission of Barren County, Kentucky met in regular session on Tuesday, January 16, 2024, at 7:00 PM in the Council Chambers of the Glasgow City Hall.

Chairman Gumm called the meeting to order and called for a roll call of Members. The following Commission Members were present:

Eddie Atnip (Zoom)	Ricky Houchens
Joe Austin	Joan Norris (Zoom)
Lewis Bauer	David Rutherford (Zoom)
Bobby Bunnell (Zoom)	Janis Turner
Thomas Grubbs	Maria Westcott (Zoom)
Tommy Gumm	Candy Wethington (Zoom)
	Forrest Wise (Zoom)

I. GENERAL BUSINESS:

Agenda Item # 1 – Approval of Minutes

A motion was made by Forrest Wise and seconded by Candy Wethington to approve the December 18, 2023, meeting minutes as presented. Motion unanimously carried.

A motion was made by Chairman Gumm and seconded by Candy Wethington to approve an affidavit in lieu of records, from the Joint City-County Planning Commission to the State of Kentucky, for an audit; as well as approving Campbell, Myers, and Rutledge for the audit. Motion unanimously carried.

Agenda Item # 2 – Approval of Invoices

Before approval of invoices, Chairman Gumm moved to acknowledge an invoice of \$250.00 to Campbell, Myers, and Rutledge for 1099 preparation (invoice was received 1/16/2024) in addition to the invoices presented. A motion to include the 1099 preparation invoice was made by Ricky Houchens and seconded by Thomas Grubbs. Motion unanimously carried.

The invoices were presented for payment.

A motion to approve invoices was made by Ricky Houchens and seconded by Eddie Atnip. Motion unanimously carried.

Agenda Item # 3 – Committee Report

Kevin Myatt, Planning Director, presented the committee report. A public meeting will be held on Tuesday, January 30th, 2024, from 5-6pm for updates to the Barren County Subdivision Regulations, primarily for major and minor subdivision lots. The meeting is being held for public discussion purposes and in addition, there will also be a meeting for the Goals and Objectives of the Comprehensive Plan simultaneously. The meetings will be held in the Barren County Fiscal Court Chambers and advertising for the public hearing in February have already been sent out.

A motion was made by Chairman Tommy Gumm and seconded by Joe Austin to approve Campbell, Myers, and Rutledge to perform an audit for the 2021-2022 fiscal year audit. Motion unanimously carried.

Agenda Item # 4 – Treasurer's Report

The Treasurer's Report was sent out via email and was not included in the contents of the meeting information packet. All members of the Planning and Zoning Commission received electronic copies of the Treasurer's Report.

The following information was obtained by email:

The bank balance as of December 31, 2023, was \$23,793.88.

Agenda Item # 5 – Director's Report

Kevin Myatt, Planning Director, reported that Region 5 of KAPA, which includes Barren County, is holding a continuing education conference in Elizabethtown on Friday, February 2nd, 2024. Mr. Myatt stated that those who attend will receive up to 5 credit hours of continuing education. The conference will be held from 8am-4pm, Eastern time zone.

II. PUBLIC HEARING:

- 1. 011624-01-C – Zone Change Application – Joginder Pal, Applicants / V.J. Garcia, Inc.**
Owner – B-2 (General Business District) to I-1 (Light Industrial District) – Property located at 115 Gardner Lane – 3.00 +/- Total Acres – Cave City
Chairman Gumm opened the hearing and served as the hearing officer.

Chairman Gumm also reminded the Commission Members that acknowledgements of necessary findings to the text amendment must be in accordance with KRS 100.211.

A public hearing was conducted.

Chairman Gumm swore in Kevin Myatt, Planning Director, who stated that all appropriate notifications such as notices placed on property, certified mail was sent to adjacent property owners, posts on social media (Facebook page), posted on the JCCPC website, and an advertisement was placed in the local newspaper.

Mr. Myatt presented the Map Amendment Application and Staff Report.

Commission Member Lewis Bauer clarified that the property has its own right of way, and that there was no closure by the City of Cave City to close that right of way, which has already been platted and recorded.

Charley Goodman, JCCPC Legal Counsel, also clarified that the property line toward the south was a separate property on the boundary line, which would need to be platted and recorded.

Chairman Gumm asked if anyone wanted to speak in favor of the proposed zone change.

Mr. Pal Jodinger (via Zoom), Applicant, stated that everything was explained and that he did not have anything to add.

Chairman Gumm asked if anyone wanted to speak in opposition of the proposed zone change.

No one present spoke in opposition to the proposed zone change.

Chairman Gumm closed the public hearing.

A motion was made by Lewis Bauer and seconded by Eddie Atnip to approve the proposed zone change because the proposed map amendment of B-2 (General Business District) to I-1 (Light Industrial District) is in agreement with the adopted Comprehensive Plan and the subject area has a finding of fact in an area where commercial use and vacant parcels are in existence. Motion unanimously carried.

III. SUBDIVISION:

1. 011624-01-B – Subdivision Regulations Setback Encroachment Variance Application – Jerrod Harper, Owner/Applicant(s) – 1184 Wolf Island Road – Forty (40') foot Variance to the One Hundred Eighty-Six (186') foot Front Yard Setback Requirement – Article 503.0 of the Barren County Subdivision Regulations – Barren County

Staff Findings:

1. The applicant has filed a Subdivision Regulations Setback Encroachment Variance Application in the appropriate time and has explained the propose request, as per Attachment A.
2. The applicant is requesting a forty (40) foot variance to the one hundred eighty-six foot Front Yard Setback requirement, Article 503.1.1 of the Barren County Subdivision Regulations.

3. Attachment B is a general vicinity map of the subject property. The proposed property is located along Wolf Island Road, a county-maintained roadway.
4. Property photos, shown in Attachment C, depict the roadway and building area on the subject property.
5. Attachment D is a plat of the existing property. The point at which the tract is one hundred and twenty-five (125') foot wide is one hundred eighty-six feet from the front property line which is the Front Yard Setback in accordance with the Barren County Subdivision Regulations.
6. As noted on the application, the applicant states that the site constraints due to topography and lack of utility availability restrict building to the front of the property. Attachment E is a contour map which indicates a fall of twenty (20') feet in elevation within seventy (70') feet of the current Front Yard Setback.

Mr. Goodman, JCCPC Legal Counsel, clarified that due to the property's unique wedge shape the proposed variance only applies to the proposed structure (pole barn), and that any future improvements would be subject to a new variance application.

A motion was made by Eddie Atnip and seconded by Joe Austin to approve the variance application for Jerrod harper, Applicant, because the granting would not change the area characteristics or pose a hazard to the community. Motion unanimously carried.

2. 011624-02-B – Preliminary & Final Plat – Douglas Property Subdivision – Mark Douglas, Applicant/Owner(s) – Narrows Road and Hudson Mill Road – 8 Tracts – 9.40 +/- Total Acres – Barren County – Plat Prepared by Crowe-Wheeler & Associates

Staff Findings:

1. Attachment A is the application, submitted and signed in a timely manner by the applicant / owner.
2. The proposed development is being divided along existing road frontage and each Tract exceeds the minimum lot size requirements, per Article 502.2.2 of the Barren County Subdivision Regulations, see Attachment B.
3. The proposed subdivision is not located within a flood prone area and is not indicated to be in a wetland or soil sensitive area. Portions of the property to the east, are within the Barren River Lake flowage easement, as noted on the plat.
4. All utilities, other than sewer, are available to the proposed Tracts by Farmers Rural Electric, SCRTC, and the Glasgow Water Company and each has signed the physical plat, in addition to the local Fire Chief and the Health Department. As noted on the plat, water is only available to Tracts four (4) through eight (8).

5. The applicant is proposing that the land division be serviced by two (2) proposed fire hydrants. One at the intersection of Hudson Mill Road and Narrows Road and the other approximately Two Hundred Eight (208') feet south of Tract #8.
6. Entrances onto Hudson Mill Road will require approval from the Barren County Road Department. Any proposed entrances onto Narrows Road (KY 1318) will require approval from the Kentucky Department of Transportation. Sarah Payton with the Kentucky Department of Highways has signed the proposed plat stating that future Lot owners must contact the District #3 office for entrance permit consideration.

Staff Recommendation:

It is the Staff's recommendation of approval of the Preliminary and Final Plat.

A motion was made by Lewis Bauer and seconded by Joan Norris to approve the Preliminary and Final Plat for Mark Douglas, Applicant, because the proposed subdivision does meet the minimum standards set forth in the Barren County Subdivision Regulations and the Staff Findings do recommend the approval of the Preliminary and Final Plat. Motion unanimously carried.

Kevin Myatt, Planning Director, stated that Attachment A is a primary example of what will be discussed at the subdivision regulation meeting scheduled for Tuesday, January 30th, 2024. Chairman Gumm asked what number of plats to determine the need for the Staff's approval and signatures.

Mr. Myatt stated that the number of plats decided, from the preliminary meeting, regardless of if it would propose a new roadway or not is twenty (20) to twenty-five (25) lots. Then it would be necessary for the plats to be brought before the Commission for approval (such as the need to widen the roadway, proposing new right of way, etc.).

Charley Goodman stated that there must be clear guidelines in place if something must be brought before the Planning and Zoning Commission. Mr. Myatt said that the meeting for January 30th will hopefully allow for clear guidelines to be put in place.

IV. DEVELOPMENT PLAN:

1. **011624-01-G – Preliminary Plan** – *Med Center Health – The Medical Center, Applicant / Owner(s) – Property located approximately nine hundred seventy (970') feet north from the S.L. Rogers Wells Boulevard (U.S. 31-E) and Cleveland Avenue intersection – 1 Tract – 4.86 +/- Total Acres – Glasgow – Plans Prepared by Arnold Consulting Engineering Services, Inc.*

Staff Findings:

1. Currently the subject property is located within a B-3 (Highway Service Business) District. The proposed medical office does comply with the Glasgow Zoning Ordinance.
2. The property contains approximately 4.86 total acres. The majority of the site is vacant with water flowing from east to west, toward S.L. Rogers Wells Boulevard (U.S. 31-E). Steeper slopes border the eastern property line with an existing retention area located on the northern most property line, see Sheet C1.
3. As noted on Sheet C1 the existing property line dividing the two (2) existing parcels is to be abandoned. This will require a minor conveyance (consolidation) plat to be recorded.
4. Sheet C2 is an overall plan sheet showing the proposed development.
 - a. As indicated on sheet C2 the applicant is proposing to utilize two (2) entrances onto the existing frontage road which accesses S.L. Rogers Wells Boulevard (U.S. 31-E).
 - b. The applicant is proposing one hundred ninety-one (191) parking spaces. The parking requirement in Section 158.400(12) is one (1) parking space per two hundred (200) square feet. The proposed development would require one hundred and eight (108) minimum parking spaces. The plans indicate that the minimum requirement for ADA accessible parking spaces is being met.
 - c. The parking area also meets the minimum requirement for drive aisle width. The drive aisles are proposed to be heavy duty pavement, while the parking spaces are proposed to be light duty pavement.
 - d. The entirety of the parking lot will have a curb and gutter.
 - e. An enclosed dumpster is proposed at rear of the property.
5. The proposed drainage layout is shown on Sheet C3.
 - a. Shown on the plans, the stormwater is proposed to be diverted to drainage structures located within the drive aisles and also sheet flow to the proposed retention pond located on the north side of the development.
 - b. Engineer has provided stormwater runoff calculations indicating the runoff coefficient has been increased requiring the proposed retention pond.
 - c. A retaining wall is proposed on the southeast corner of the site. The wall ranges in height from six (6) inches to eleven (11') feet. Plans do not indicate a guard to be located along the top of the proposed wall, however an existing guard rail is located at the top of the slope leading down to the wall along Larry Street, as shown on Sheet C3.

6. Proposed erosion control measures are shown on Sheet C4.
 - a. Silt fence is shown at the toe of the slope along the north and west sides of the development. The entire disturbed area is indicated by the dash & circle line.
 - b. Two (2) temporary construction entrances are proposed at the frontage road.
 - c. Inlet protection is provided at all the proposed storm inlet structures and at the headwall inlet for the proposed retention pond.
 - d. Headwalls are proposed at the outlet end of all storm piping.

7. Sheets C5 and C6 indicate the proposed utility connections for the project.
 - a. A proposed 6” fire protection line and a 4” domestic water service line is proposed from a proposed fire protection vault located on the southeast corner of the parking lot.
 - b. An existing fire hydrant is located at the southwest corner of the development. This hydrant, along with the building’s sprinkler system does adequately provide fire protection for the site.
 - c. The sewer connection is to be made to an existing manhole on the south side of the property adjacent to the frontage road. The applicant proposed two (2) cleanouts be located within the sewer service line.
 - d. Both the electricity and telecommunications are made available to the site by an existing pole located on the south side of the proposed building, see Sheet C6.
8. Construction details, including the dumpster enclosure detail is shown on Sheet C7.

9. Being located within B-3 (Highway Service District) this development does have to adhere to the Landscaping provision of Section 158.028 of the Glasgow Zoning Ordinance. Sheet L1 is the proposed landscape plan.
 - a. Section 158.028 (B)(2) requires the development to provide landscaped areas equal to ten (10%) percent of the Vehicle Usage Area. With a total site area of 4.86 total acres and 2.06 acres of impervious area the site does meet the minimum greenspace requirement. The landscaped areas are dispersed as required.
 - b. The proposed trees shown in the landscape islands meet the minimum trees requirement of Section 158.028 (B)(2)(c). Landscape islands are proposed at the end of all parking bays.
 - c. In accordance with Section 158.028(B)(2)(e) no vehicle usage area is located closer than five (5’) feet to any property line.

- d. There is existing vegetation along the eastern most property line that the grading plans (Sheet C3) do not indicate to be completely removed.
- e. Section 158.028(B)(3) requires all service structures be screened from view. The proposed dumpster pad is proposed to be completely enclosed. Any proposed service structures (air conditioning units, condensers, electrical transformers, etc.) must be screened. Since the building height is indicated to be eighteen (18') feet tall, any of these items located on top of the building must also be screened.
- f. The landscape buffer area complying with Section 158.028(C) will be required for this development since it borders the R-2 (Medium Density Residential District) located to the east of the subject property along Georgetown Lane.
- g. Section 158.028(C)(3) requires a landscape buffer area to have a minimum width of twenty-five (25') feet and be contiguous along the entire common property line of the adjoining residential district. Sheet L1 indicates this area is provided along the easternmost property line. The proposed trees shown on Sheet L1 meet the buffer area planting requirement.

Staff Recommendation:

It is the Staff's recommendation of approval of the Preliminary and Final Development Plan subject to the following conditions: adequate soil erosion and sedimentation control measures, shown on the approved plans, be implemented during and after site construction to reduce soil erosion and to minimize water runoff to the surrounding developments.

Commission Member Eddie Atnip clarified that the circles mapped on sheet L1 (the landscape plan), in the upper right-hand side, are hedges planted for the buffer to meet the minimum requirement set forth.

Charley Goodman, JCCPC Legal Counsel, asked what sits to the north of the property.

Kevin Myatt, Planning Director, stated that a vacant parcel sits north of the property.

Mr. Goodman also asked what the square footage of the proposed building was. The proposed building is approximately 21,476 square feet.

A motion was made by Ricky Houchens and seconded by Bobby Bunnell to approve the proposed Development Plan for The Medical Center, Applicant, because the proposed Development Plan does meet the standards set forth by Section 152 of the Glasgow Development Ordinance, and because of the Staff Recommendation of Approval. Motion unanimously carried.

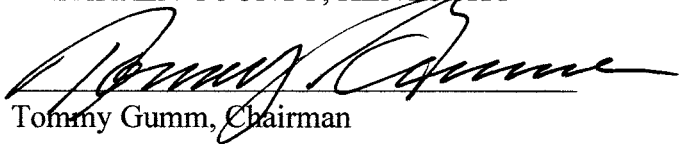
There being no further business to come before the Commission, upon the motion of Janis Turner, seconded by Lewis Bauer, and unanimously carried, the meeting was adjourned at 7:56 PM.

JOINT CITY-COUNTY PLANNING COMMISSION

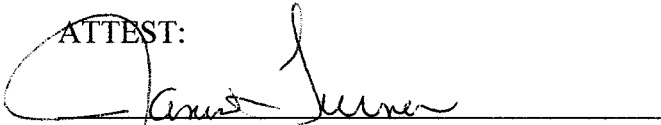
OF

BARREN COUNTY, KENTUCKY

By:


Tommy Gumm, Chairman

ATTEST:


Janis Turner, Secretary-Treasurer