

A. **ANNUAL REPORT FOR THE COURTHOUSE AREA** – Beth Overman, Purchase of Development Rights program manager, stated that the Zoning Ordinance requires that a report be presented to the Planning Commission each year, summarizing the activities of the Courthouse Area Design Review Board (CHADRB). She explained that Billy Van Pelt, who formerly served as the Design Review Officer and Secretary of the CHADRB, had departed the local government in October. Since that time, Commission Paulsen has been serving as the Design Review Officer, while Ms. Overman has performed the duties of the Secretary.

Ms. Overman noted that copies of her presentation had been provided to the Commission members prior to the start of the meeting. She stated that the Ordinance creating the CHADRB was enacted in 2001. The overlay area currently contains 90 parcels, which comprise 23.53 gross acres. The meetings are scheduled quarterly, or on an as-needed basis; and there were six meetings in 2013. There are five members who serve on the CHADRB, representing five different groups in the Community.

Ms. Overman stated that, in 2013, the CHADRB approved 12 applications, while Mr. Van Pelt approved one application filed by LFUCG for Phoenix Park. Over the last 12 years, there have been 67 CHADRB approvals, and 31 by the Design Review Officer. Ms. Overman explained that all of the CHADRB applications are available for review on the website, including the photographs and the Design Review Officer's staff report. She listed all of the properties that had been reviewed in 2013, and provided photographs and a brief summary of each project.

Chairman Owens thanked Ms. Overman for her report.

B. **REQUEST FOR INITIATION OF ZONING ORDINANCE TEXT AMENDMENT** – Ms. Wade stated that the staff would like to suggest the addition of a few words to Article 5-2(a) of the Zoning Ordinance, in order to clarify that zoning compliance permits are necessary for the occupation of all sites, not just buildings.

Ms. Rackers added that the addition would include the words "or premises" in that section of the Ordinance.

Mr. King clarified that there are uses that do not require a building. The proposed text amendment would tweak the language to ensure that those uses are clearly covered under the zoning compliance permit requirement.

Action: A motion was made by Mr. Penn, seconded by Ms. Blanton, and carried 9-0 (Brewer and Drake absent) to initiate a text amendment to Article 5-2(a) of the Zoning Ordinance.

VII. **STAFF ITEMS** – No such items were presented.

III. **AUDIENCE ITEMS** – No such items were presented.

IX. **MEETING DATES FOR JANUARY, 2014**

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| Subdivision Committee, Thursday, 8:30 a.m., Planning Division Office (101 East Vine Street)..... | January 9, 2014 |
| Zoning Committee, Thursday, 1:30 p.m., Planning Division Office (101 East Vine Street)..... | January 9, 2014 |
| Subdivision Items Public Meeting , Thursday, 1:30 p.m., 2 nd Floor Council Chambers..... | January 16, 2014 |
| Planning Commission Work Session, Thursday, 1:30 p.m., 2 nd Floor Council Chambers..... | January 23, 2014 |
| Technical Committee, Wednesday, 8:30 a.m., Planning Division Office (101 East Vine Street)..... | January 29, 2014 |
| Zoning Items Public Hearing , Thursday, 1:30 p.m., 2 nd Floor Council Chambers..... | January 30, 2014 |

X. **ADJOURNMENT** – There being no further business, Chairman Owens declared the meeting adjourned at 6:07 p.m.

TLW/TM/CT/BJR/BS/src

Mike Owens, Chair

Carla Blanton, Secretary

* - Denotes date by which Commission must either approve or disapprove request.

ARTICLE 5: ADMINISTRATION, ENFORCEMENT AND VIOLATIONS

5-2 PERMITS REQUIRED FOR CONSTRUCTION, DEMOLITION, AND LOCATION OF STRUCTURES

Permits shall be required for the following activities and shall be issued by the designated Division in conformity with the provisions of this Zoning Ordinance.

5-2(a) ZONING COMPLIANCE PERMIT - After January 1, 2012, no building or premises shall be occupied for any use, nor any use be changed, unless a zoning compliance permit has been issued by the Division of Planning. Such permits shall not be required for agricultural uses as defined in KRS, single family or two-family residences; however, this provision shall not be construed as to exempt such uses from the requirements of the Zoning Ordinance, conditional zoning restrictions, development plan restrictions, or other similar duly enacted restrictions.