



**MEMBERS PRESENT:**

Mr. Edward Stubbs  
Mr. Larry Barrow, Vice Chair  
Ms. Sharon Haynes  
Mr. C J Peters, Chair  
Mr. Justin Verst, TPO  
Mr. Roger Mason  
Mr. Dennis Bass

**STAFF PRESENT:**

Ms. Cynthia Minter, Director  
Mr. Kirk Hunter, Principal Planner  
Mr. Matt Smith, Legal Counsel  
Ms. Emily Woodward, Secretary

**MEMBERS ABSENT:**

Mr. Mark Turner  
Mr. Michael Williams

Mr. Peters called the meeting to order at 6:04 PM. Following the Pledge of Allegiance, Mr. Peters requested the secretary take attendance. The roll call found a quorum was present with Mr. Stubbs, Mr. Barrow, Ms. Haynes, Mr. Mason, Mr. Peters, Mr. Verst and Mr. Bass in attendance. Mr. Williams and Mr. Turner were noted as absent. Mr. Robert Seitzinger with CT Solutions was also present, and had helped to develop the text being presented. Mr. Peters then asked if everyone had reviewed the June 11, 2019 meeting minutes and if there were any additions or corrections. There being none, he called for a motion. Mr. Barrow made a motion to approve the minutes as submitted. Mr. Mason seconded, a roll call vote found Mr. Barrow, Ms. Haynes, Mr. Mason, and Mr. Stubbs in favor with Mr. Verst and Mr. Peters abstaining, the motion passed and the minutes were approved as submitted.

Mr. Peters introduced the first case, and turned the floor over to Mr. Hunter to present the Staff Report as follows:

- File** 221-19-TXA-01
- Number:**
- Applicant:** Campbell County Planning & Zoning Department on behalf of the CC&MP&ZC
- Request:** Proposed update to section 400, of the Subdivision Regulations



Mr. Peters,

On behalf of the Campbell County Planning and Zoning Commission, the Campbell County Planning & Zoning staff is submitting this request for a Public Hearing to modify SECTION 405: Street Design. This text amendment is proposed to require an individual determination as to whether street improvements are required based on the impact of proposed development.

**Proposed Text Amendments:**

(See attachment)

**Staff Recommendation:**

To adopt the proposed text amendments to the Campbell County Subdivision Regulations.

**SUPPORTING INFORMATION/BASES FOR STAFF RECOMMENDATION:**

1. Per Kentucky Revised Statutes (KRS) 100.203, the Campbell County Fiscal Court has the authority to enact zoning regulations within its jurisdiction. This authority includes the provision to amend its zoning classifications, uses, etc.
2. Pursuant to the Campbell County Zoning Ordinance Article XVII AMENDMENT PROCEDURE, the Planning and Zoning Commission has the authority to amend the zoning ordinance.
3. Proper notice has been given in accordance with Article XVII Amendment Procedure of the Campbell County Zoning Ordinance.
4. The proposed changes are consistent with the 2008 Campbell County Comprehensive Plan Update and the Campbell County Subdivision Regulations.

Mr. Peters then turned the floor to the board for discussion. There was some discussion between Ms. Haynes and Ms. Minter regarding the words road and street and how they were used interchangeably for these purposes. There being no further discussion, Mr. Peters entertained a motion to approve 221-19-TXA-01 as submitted. Mr. Bass made a motion to approve 221-19-TXA-01, Ms. Haynes seconded the motion. A roll call vote found Mr. Barrow, Mr. Bass, Ms. Haynes, Mr. Mason, Mr. Peters, Mr. Stubbs and Mr. Verst in favor. The motion carried.

Mr. Peters then turned the floor to Mr. Hunter to present the next case of the evening, 221-19-TXA-02. Mr. Hunter presented the staff report as follows:

- File Number:** 221-19-TXA-02  
**Applicant:** Campbell County Planning & Zoning Department on behalf of the CC&MP&ZC  
**Request:** Proposed update to the Appendix A, B and C of the Subdivision regulations

**CAMPBELL COUNTY & MUNICIPAL PLANNING & ZONING COMMISSION  
MINUTES OF THE SEPT 10, 2019 MEETING**

Mr. Peters,

On behalf of the Campbell County Planning and Zoning Commission, the Campbell County Planning & Zoning staff is submitting this request for a Public Hearing to modify Appendices A, B and C.

The text amendments are proposed to update the pavement details in the Subdivision Regulations.

**Proposed Text Amendments:**

(See attachment)

**Staff Recommendation:**

To adopt the proposed text amendments to the Campbell County Subdivision Regulations.

**SUPPORTING INFORMATION/BASES FOR STAFF RECOMMENDATION:**

1. Per Kentucky Revised Statutes (KRS) 100.203, the Campbell County Fiscal Court has the authority to enact zoning regulations within its jurisdiction. This authority includes the provision to amend its zoning classifications, uses, etc.
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3. Proper notice has been given in accordance with Article XVII Amendment Procedure of the Campbell County Zoning Ordinance.
4. The proposed changes are consistent with the 2008 Campbell County Comprehensive Plan Update and the Campbell County Subdivision Regulations.

Ms. Minter then asked the representative from CT solutions to give some background on this particular piece of text. Mr. Seitzinger explained some of the details of the text, as well as how the text had come to be. This included matching the text to neighboring communities. Mr. Peters then turned the floor to the commission for discussion. At this time Mr. Verst made a statement that he felt the commission may need more time to review this particular change as it has many specific details from an engineering perspective. Mr. Verst suggested that while he may be able to vote on the issue following the evening's discussion, it may also be good to table the item until the meeting in October to allow more time to review the changes.

After a brief discussion amongst staff and commission, Mr. Verst made a motion to table the item until the next meeting, seconded by Mr. Bass. Mr. Verst then also made a motion to allow staff to expand the perimeters of their edit to include different sections that encompass more details as requested by the road department. The motion was seconded by Mr. Barrow. A roll call vote found all in favor, none opposed. The motion passed.

**Administrator's Report**

Ms. Minter reminded the commission that their next meeting would be October 8<sup>th</sup>, and advised that it may be a longer than usual session. Mr. Peters asked if there was anything else to be brought before the commission. There being nothing he called for a motion to adjourn. Mr. Verst motioned for adjournment, Mr. Barrow seconded an oral vote found all in favor. The meeting was adjourned at 6:48 PM.

Respectfully Submitted,

Approved:

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Cindy Minter  
Director

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Sign

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