

**MURRAY PLANNING COMMISSION MINUTES
REGULAR MEETING
TUESDAY, OCTOBER 16, 2018
4:30 P.M.**

The Murray Planning Commission met in regular session on Tuesday, October 16, 2018 at 4:30 p.m. in the council chambers of City Hall at 500 Main Street.

Commissioners Present: John Krieb, Loretta Jobs, Martin Milkman, Tom Kind, Robin Zhang, Marc Peebles, Bobby Deitz and Jim Foster (*arrived at 4:33 p.m.*)

Commissioners Absent:

Also Present: Attorney David Perlow, David Roberts, Jeremy Buchanan, Justin Smith, and Maurice Thomas

Chairman Tom Kind called the meeting to order and asked Maurice Thomas to call the roll. Chairman Kind then asked for a motion to approve the minutes from the August 21, 2018 regular meeting.

A motion was made by John Krieb to approve the minutes from the August 21, 2018 Planning Commission regular meeting as presented. The motion was seconded by Loretta Jobs. The motion carried unanimously.

David Roberts then addressed the Commissioners. He informed them that that he had resigned his position as Director of Planning and Engineering for the City of Murray. His last official date is January 31, 2019; however, his last day in the office will be October 19, 2018. David thanked the Commissioners for their service and said that he appreciated the time and compassion that they had for the City. Chairman Kind thanked David for his time with the City and with the committee and wished him the best in his retirement. Commissioner Deitz then expressed his gratitude for the time that he has worked with David on the engineering aspects of his job as well as being a newly appointed Commissioner. Mr. Deitz shared that he appreciated the leadership and hard work that David has done for the City. The others applauded and wished him well.

Recommendation of acceptance for the streets known as Opportunity Drive, Wagon Wheel Drive, Carriage House Drive and Cross Cut Drive – Vintage Hills Phase I – for maintenance by the City of Murray: *Bobby Deitz recused himself from this item and the next one (Kingdom Court).* Justin Smith explained that a request has been made for the City of Murray to accept Opportunity Drive, Wagon Wheel Drive, Carriage House Drive and Cross Cut Drive from Vintage Hills Phase I into the City's public street system. Opportunity Drive runs north and south between Poor Farm Road and Utterback Road. The streets have been completed and consist of the following descriptions:

Murray Planning Commission Regular Meeting
Tuesday, October 16, 2018

- **Opportunity Drive** has a sixty (60) foot right of way and is approximately 2648 feet in length. The improvements consist of two 15 foot drive lanes with an overall roadway section of thirty (30) feet.
- **Wagon Wheel Drive** has a fifty (50) foot right of way and is approximately 180 feet in length. The improvements consist of two 14 ½ foot drive lanes with an overall roadway section of twenty nine (29) feet.
- **Carriage House Drive** has a fifty (50) foot right of way and is approximately 161 feet in length. The improvements consist of two 14 ½ foot drive lanes with an overall roadway section of twenty nine (29) feet.
- **Cross Cut Drive** has a fifty (50) foot right of way and is approximately 179 feet in length. The improvements consist of two 14 ½ foot drive lanes with an overall roadway section of twenty-nine (29) feet.

Justin said that City Code requires that prior to accepting a street dedication two main conditions must be met prior to the Commission taking action. First is written verification from a registered engineer or land surveyor certifying that the street has been constructed in conformance to the approved street plan and profile requirements outlined in § 155.47 Final Plat Required (B). Secondly the Final Plat must have been approved and the street inspected by the City to determine if the street has been constructed to City requirements. The project engineer, BFW Engineering and Testing, has submitted the required verification letter. In addition, the street improvements have been inspected and are in conformance to the approved plans as well as all other City requirements. Based on these facts, Staff believes that the Commission can recommend the acceptance and dedication of Opportunity Drive, Wagon Wheel Drive, Carriage House Drive, and Cross Cut Drive to the City Council from Vintage Hills Phase I.

Chairman Kind then called for a motion.

John Krieb made a motion to recommend approval to the City Council to accept the dedication and improvements of Opportunity Drive, Wagon Wheel Drive, Carriage House Drive, and Cross Cut Drive from Vintage Hills Phase I into the City's public street system. The testimony presented in this public hearing has shown that written certification from a registered professional engineer/land surveyor has been received. All street construction and other improvements incidental thereto have been constructed in accordance with the previously approved street plan and profile drawings as required under § 155.47 Final Plat Required (B) have been received and accepted. The City has determined that all improvements have been properly installed, that the final plat has been approved, and that all applicable requirements of the subdivision regulations and zoning code have been met. Marc Peebles seconded the motion and the motion carried with a 7-0 roll call vote. Commissioner Deitz did not vote.

Recommendation of acceptance for the street known as Kingdom Court – City West Commercial Development for maintenance by the City of Murray: A request to accept Kingdom Court from City West Commercial Development into the City's public street system has been made. Kingdom Court runs north and south approximately 286 feet east of the intersection of 94 West and Robertson Road North. This street has been completed and consists of the following descriptions:

Murray Planning Commission Regular Meeting
 Tuesday, October 16, 2018

• **Kingdom Court** has a fifty (50) foot right of way and is approximately 311 feet in length. The improvements consist of two 15 foot drive lanes with an overall roadway section of thirty (30) feet. The cul-de-sac is designed with a fifty (50) foot radius with an additional 30 foot ingress/egress easement access road coming off of Robertson Road North for the fire department per the Fire Code. The project engineer, BFW Engineering and Testing, has submitted the required verification letter. In addition, the street improvements have been inspected and are in conformance to the approved plans as well as all other City requirements. Based on these facts, staff believes that the Commission can recommend the acceptance and dedication of *Kingdom Court* to the City Council from City West Commercial Development Subdivision.

Chairman Kind called for a motion.

Loretta Jobs made a motion to recommend approval to the City Council to accept the dedication and improvements of Kingdom Court from City West Commercial Development into the City's public street system. The testimony presented in this public hearing has shown that written certification from a registered professional engineer/land surveyor has been received. All street construction and other improvements incidental thereto have been constructed in accordance with the previously approved street plan and profile drawings as required under § 155.47 Final Plat Required (B) have been received and accepted. The City has determined that all improvements have been properly installed, that the final plat has been approved, and that all applicable requirements of the subdivision regulations and zoning code have been met. Martin Milkman seconded the motion and the motion carried with a 7-0 roll call vote. Commissioner Deitz did not vote.

Discussion: Revision of Planning Commission By-Laws: Jeremy Buchanan passed out copies of the By-Laws to the Commissioners. He reviewed the changes that had been made. Jeremy stated that Attorney David Perlow had also received a copy of the changes and at that time he asked Attorney Perlow if he had any additional changes to make. No changes were noted by the attorney. A couple of changes were noted by the Commissioners. Jeremy stated that he would make the revisions and bring a final copy back before the Commissioners at the November meeting for approval before taking the revision to the City Council.

Annual Election of Officers: The current slate of Planning Commission officers follows:

- Tom Kind – Chairman
- Jim Foster - First Vice-Chairman
- Vacant (formerly Jordan Smith) – Second Vice-Chairman
- Secretary – Loretta Jobs

Chairman Kind explained that the current City Council and Mayor have decided that the Planning Commission should progressively go from eight to five members. Justin read the expiration dates for the service of each of the Commissioners and then asked for nominations for officers for the upcoming year. After some discussion, the Commissioners agreed to do away with the Secretary position and only have a Chairman, First Vice-Chairman and Second Vice-Chairman. Justin then recommended the following:

Murray Planning Commission Regular Meeting
Tuesday, October 16, 2018

- Tom Kind – Chairman
- John Krieb – First Vice-Chairman
- Robin Zhang – Second Vice-Chairman

Chairman Kind asked for a motion to accept the recommendation from Planning Staff for Planning Commission Officers for 2019. **Jim Foster made a motion to accept the recommendation and the motion was seconded by Marc Peebles. The motion passed unanimously.**

Discussion: Amendment to Zoning Ordinance – Section III, Article I – Sign Regulations: Justin explained that there would be a new format to the Zoning Ordinance which will include an index with a new numbering system. This will allow easier use for the staff in the future as well as others that might be looking for a particular regulation. The current Sign Regulations and proposed amendments were discussed. Justin and Jeremy used a Power Point presentation to show these changes. There was a short break taken around 6:00 p.m. Sandwiches and drinks were provided for the Commissioners and Staff. *Robin Zhang and Jim Foster left the meeting at 7:01 p.m.* In conclusion Justin said that the ultimate goal is to become more business friendly; thus, changes need to be made.

There were no additional questions or comments. Chairman Kind asked for a motion to adjourn. **Bobby Deitz made a motion to adjourn. John Krieb seconded the motion. The meeting was adjourned at 8:00 p.m.**

Chairman, Tom Kind

Recording Secretary, Reta Gray

MURRAY PLANNING COMMISSION MINUTES
REGULAR MEETING
TUESDAY, OCTOBER 16, 2018
4:30 P.M.

The Murray Planning Commission met in regular session on Tuesday, October 16, 2018 at 4:30 p.m. in the council chambers of City Hall at 500 Main Street.

Commissioners Present: John Krieb, Loretta Jobs, Martin Milkman, Tom Kind, Robin Zhang, Marc Peebles, Bobby Deitz and Jim Foster (arrived at 4:33 p.m.)

Commissioners Absent:

Also Present: Attorney David Perlow, David Roberts, Jeremy Buchanan, Justin Smith, and Maurice Thomas

Chairman Tom Kind called the meeting to order and asked Maurice Thomas to call the roll. Chairman Kind then asked for a motion to approve the minutes from the August 21, 2018 regular meeting.

A motion was made by John Krieb to approve the minutes from the August 21, 2018 Planning Commission regular meeting as presented. The motion was seconded by Loretta Jobs. The motion carried unanimously.

David Roberts then addressed the Commissioners. He informed them that he had resigned his position as Director of Planning and Engineering for the City of Murray. His last official date is January 31, 2019; however, his last day in the office will be October 19, 2018. David thanked the Commissioners for their service and said that he appreciated the time and compassion that they had for the City. Chairman Kind thanked David for his time with the City and with the committee and wished him the best in his retirement. Commissioner Deitz then expressed his gratitude for the time that he has worked with David on the engineering aspects of his job as well as being a newly appointed Commissioner. Mr. Deitz shared that he appreciated the leadership and hard work that David has done for the City. The others applauded and wished him well.

Recommendation of acceptance for the streets known as Opportunity Drive, Wagon Wheel Drive, Carriage House Drive and Cross Cut Drive — Vintage Hills Phase I — for maintenance by the City of Murray: Bobby Deitz recused himself from this item and the next one (Kingdom Court). Justin Smith explained that a request has been made for the City of Murray to accept Opportunity Drive, Wagon Wheel Drive, Carriage House Drive and Cross Cut Drive from Vintage Hills Phase I into the City's public street system. Opportunity Drive runs north and south between Poor Farm Road and Utterback Road. The streets have been completed and consist of the following descriptions:

207

208

Murray Planning Commission Regular Meeting Tuesday, October 16, 2018

- Opportunity Drive has a sixty (60) foot right of way and is approximately 2648 feet in length. The improvements consist of two 15 foot drive lanes with an overall roadway section of thirty (30) feet.
- Wagon Wheel Drive has a fifty (50) foot right of way and is approximately 180 feet in length. The improvements consist of two 14 1/2 foot drive lanes with an overall roadway section of twenty nine (29) feet.
- Carriage House Drive has a fifty (50) foot right of way and is approximately 161 feet in length. The improvements consist of two 14 1/2 foot drive lanes with an overall roadway section of twenty nine (29) feet.
- Cross Cut Drive has a fifty (50) foot right of way and is approximately 179 feet in length. The improvements consist of two 14 1/2 foot drive lanes with an overall roadway section of twenty- nine (29) feet.

Justin said that City Code requires that prior to accepting a street dedication two main conditions must be met prior to the Commission taking action. First is written verification from a registered engineer or land surveyor certifying that the street has been constructed in conformance to the approved street plan and profile requirements outlined in § 155.47 Final Plat Required (B). Secondly the Final Plat must have been approved and the street inspected by the City to determine if the street has been constructed to City requirements. The project engineer, BFW Engineering and Testing, has submitted the required verification letter. In addition, the street improvements have been inspected and are in conformance to the approved plans as well as all other City requirements. Based on these facts, Staff believes that the Commission can recommend the acceptance and dedication of Opportunity Drive, Wagon Wheel Drive, Carriage House Drive, and Cross Cut Drive to the City Council from Vintage Hills Phase I. Chairman Kind then called for a motion.

John Krieb made a motion to recommend approval to the City Council to accept the dedication and improvements of Opportunity Drive, Wagon Wheel Drive, Carriage House Drive, and Cross Cut Drive from Vintage Hills Phase I into the City's public street system. The testimony presented in this public hearing has shown that written certification from a registered professional engineer/land surveyor has been received. All street construction and other improvements incidental thereto have been constructed in accordance with the previously approved street plan and profile drawings as required under § 155.47 Final Plat Required (B) have been received and accepted. The City has determined that all improvements have been properly installed, that the final plat has been approved, and that all applicable requirements of the subdivision regulations and zoning code have been met. Marc Peebles seconded the motion and the motion carried with a 7-0 roll call vote. Commissioner Deitz did not vote.

Recommendation of acceptance for the street known as Kingdom Court — City West Commercial Development for maintenance by the City of Murray: A request to accept Kingdom Court from City West Commercial Development into the City's public street system has been made. Kingdom Court runs north and south approximately 286 feet east of the intersection of 94 West and Robertson Road North. This street has been completed and consists of the following descriptions:

209

Murray Planning Commission Regular Meeting Tuesday, October 16, 2018

- Kingdom Court has a fifty (50) foot right of way and is approximately 311 feet in length. The improvements consist of two 15 foot drive lanes with an overall roadway section of thirty (30) feet. The cul-de-sac is designed with a fifty (50) foot radius with an additional 30 foot ingress/egress easement access road coming off of Robertson Road North for the fire department per the Fire Code. The project engineer, BFW Engineering and Testing, has submitted the required verification letter. In addition, the street improvements have been inspected and are in conformance to the approved plans as well as all other City requirements. Based on these facts, staff believes that the Commission can recommend the acceptance and dedication of Kingdom Court to the City Council

from City West Commercial Development Subdivision.

Chairman Kind called for a motion.

Loretta Jobs made a motion to recommend approval to the City Council to accept the dedication and improvements of Kingdom Court from City West Commercial Development into the City's public street system. The testimony presented in this public hearing has shown that written certification from a registered professional engineer/land surveyor has been received. All street construction and other improvements incidental thereto have been constructed in accordance with the previously approved street plan and profile drawings as required under § 155.47 Final Plat Required (B) have been received and accepted. The City has determined that all improvements have been properly installed, that the final plat has been approved, and that all applicable requirements of the subdivision regulations and zoning code have been met. Martin Milkman seconded the motion and the motion carried with a 7-0 roll call vote. Commissioner Deitz did not vote.

Discussion: Revision of Planning Commission By-Laws: Jeremy Buchanan passed out copies of the By-Laws to the Commissioners. He reviewed the changes that had been made. Jeremy stated that Attorney David Perlow had also received a copy of the changes and at that time he asked Attorney Perlow if he had any additional changes to make. No changes were noted by the attorney. A couple of changes were noted by the Commissioners. Jeremy stated that he would make the revisions and bring a final copy back before the Commissioners at the November meeting for approval before taking the revision to the City Council.

Annual Election of Officers: The current slate of Planning Commission officers follows:

- Tom Kind — Chairman
- Jim Foster - First Vice-Chairman
- Vacant (formerly Jordan Smith) — Second Vice-Chairman
- Secretary — Loretta Jobs

Chairman Kind explained that the current City Council and Mayor have decided that the Planning Commission should progressively go from eight to five members. Justin read the expiration dates for the service of each of the Commissioners and then asked for nominations for officers for the upcoming year. After some discussion, the Commissioners agreed to do away with the Secretary position and only have a Chairman, First Vice-Chairman and Second Vice-Chairman. Justin then recommended the following:

210

Murray Planning Commission Regular Meeting Tuesday, October 16, 2018

- Tom Kind — Chairman
- John Krieb — First Vice-Chairman
- Robin Zhang — Second Vice-Chairman

Chairman Kind asked for a motion to accept the recommendation from Planning Staff for Planning Commission Officers for 2019. Jim Foster made a motion to accept the recommendation and the motion was seconded by Marc Peebles. The motion passed unanimously.

Discussion: Amendment to Zoning Ordinance — Section III, Article I — Sign Regulations: Justin explained that there would be a new format to the Zoning Ordinance which will include an index with a new numbering system. This will allow easier use for the staff in the future as well as others that might be looking for a particular regulation. The current Sign Regulations and proposed amendments were discussed. Justin and Jeremy used a Power Point presentation to show these changes. There was a short break taken around 6:00 p.m. Sandwiches and drinks were provided for the Commissioners and Staff. Robin Zhang and Jim Foster left the meeting at 7: 01 p.m. In conclusion Justin said that the ultimate goal is to become more business friendly; thus, changes need to be made.

There were no additional questions or comments. Chairman Kind asked for a motion to adjourn. Bobby Deitz made a motion to adjourn. John Krieb seconded the motion. The meeting was adjourned at 8:00 p.m.

Chairman, Tom Kind Recording Secretary, Reta Gray