

**CAMPBELL COUNTY & MUNICIPAL PLANNING & ZONING COMMISSION
MINUTES OF THE APRIL 8, 2014 MEETING**

MEMBERS PRESENT:

Mr. Larry Barrow
Mr. Dennis Bass
Mr. Edward Stubbs
Mr. Michael Williams, TPO
Mr. Justin Verst, Chair

MEMBERS ABSENT:

Ms. Deborah Blake
Ms. Lauri Harding
Mr. Steve Stapleton
Mr. Tony Pfeffer, Vice Chair

STAFF PRESENT:

Ms. Cynthia Minter, Director
Ms. Stephanie Turner, Secretary

STAFF ABSENT:

Mr. Ryan Hutchinson, Planner
Mr. Matt Smith, Legal Counsel

Mr. Verst called the meeting to order at 7:02 PM. Following roll call, a quorum was found to be present. Mr. Verst asked if everyone had reviewed the March 11, 2014 meeting minutes and asked if there were any additions or corrections. Mr. Verst stated that the minutes should be corrected to reflect that when Mr. Hutchinson was presenting his staff report for case #128-14-ZMA-01, Chris & Mary Lee Reis, that he made 2 corrections to his report. The first correction is on page 2, line 28. It read "*Minimum* number of lots within tract" and was changed to "*Maximum* number of lots within tract". The second correction is on page 3, line 8. It was listed as the "Campbell County *Conservation District*" and should reflect the correct entity of "Campbell County *Conservancy*". Mr. Verst asked if there was any discussion on the corrections to the minutes or if there were any other changes that needed to be made. There being none, Mr. Verst called for a motion. Mr. Barrow made a motion to approve the March 11th meeting minutes as corrected. Mr. Stubbs seconded the motion. A roll call vote found Mr. Barrow, Mr. Bass, Mr. Stubbs and Mr. Williams in favor of the motion. Mr. Verst abstained. Motion passed.

There being no cases to come before the Planning Commission, Mr. Verst called for the Director's Report.

DIRECTOR'S REPORT

Ms. Minter asked that the Commission approve training for the Commission and staff as follows:

Training for BOA and P&Z Commissioners:

- Scott Bachmann: P&Z Training to Meet HB 55 Requirements [3.5 hours]
- Dennis Bass: P&Z Training to Meet HB 55 Requirements [3.5 hours]
- Deborah Blake: P&Z Training to Meet HB 55 Requirements [3.5 hours]
- Lauri Harding: P&Z Training to Meet HB 55 Requirements [3.5 hours]
- Tony Pfeffer: P&Z Training to Meet HB 55 Requirements [3.5 hours]
- Steve Stapleton: P&Z Training to Meet HB 55 Requirements [8 hours]
- Edward Stubbs: P&Z Training to Meet HB 55 Requirements [3.5 hours] and Right to Farm Meeting [2.0 hours]
- Michael Williams: P&Z Training to Meet HB 55 Requirements [3.5 hours]

Training for Staff:

- Cindy Minter: P&Z Training to Meet HB 55 Requirements [3.5 hours], KY Association of Mitigation Managers - Regional Training [6.0 hours] and Right to Farm Meeting [2.0 hours]

Mr. Barrow made a motion to approve training for the Commissioners and staff. Mr. Barrow seconded the motion. Mr. Verst called for a roll call vote. A roll call vote found Mr. Barrow, Mr. Bass, Mr. Stubbs and Mr. Williams in favor of the motion. Mr. Verst abstained. Motion passed.

Ms. Minter advised the Commission that she did have a training session available immediately following the meeting. Staff had no additional business to discuss with the Commission. Mr. Verst asked the Commissioners if they had any other business to discuss. There being none, Mr. Verst asked for a motion to adjourn. Mr. Barrow made a motion to adjourn. Mr. Williams seconded the motion. An oral vote found everyone in favor, none opposed. Motion passed. Meeting adjourned at 7:10 PM.

Respectfully Submitted,

Approved:

Cynthia Minter
Director of Planning & Zoning

Justin Verst
Chair