

**CAMPBELL COUNTY & MUNICIPAL PLANNING & ZONING COMMISSION
MINUTES OF THE MARCH 14, 2017 MEETING**

MEMBERS PRESENT:

Mr. Dennis Bass
Ms. Deborah Blake
Ms. Lauri Harding
Mr. Steve Stapleton
Mr. Michael Williams, TPO
Mr. Larry Barrow, Vice Chair
Mr. Justin Verst, Chair

STAFF PRESENT:

Mr. Kirk Hunter, Principal Planner
Ms. Stephanie Turner, Recording Secretary

MEMBERS ABSENT:

Mr. Edward Stubbs
Mr. Mark Turner

STAFF ABSENT:

Ms. Cynthia Minter, Director
Mr. Matt Smith, Legal Counsel

Mr. Verst called the meeting to order at 7:04 PM. Following the Pledge of Allegiance, Mr. Verst called for a roll call. The roll call found a quorum was present. Mr. Verst asked if everyone had reviewed the February 14, 2017 meeting minutes and if there were any additions or corrections. There being none, Mr. Verst called for a motion. Mr. Barrow made a motion to approve the February 14 meeting minutes as submitted. Ms. Blake seconded the motion. Mr. Verst called for a roll call vote. A roll call vote found Ms. Blake, Ms. Harding, Mr. Williams and Mr. Verst in favor of the motion. Mr. Bass and Mr. Stapleton abstained. Motion passed.

Mr. Verst confirmed that the agenda was correct in that there was no new or old business up for discussion tonight. Mr. Hunter confirmed that was correct. At the January 10, 2017 meeting, staff was approved to review the Zoning Ordinance for administrative corrections. Mr. Hunter had compiled a handout of recommended changes. Commissioners were asked to review these changes and identify any corrections, concerns or other comments they may have. Mr. Hunter asked the Commission for a motion to bring this case before the Commission for consideration. Mr. Verst asked the Commission if they had any questions about staff's request. There being none, Mr. Verst called for a motion. Mr. Williams made a motion for staff to prepare a staff report for text corrections to present to the Commission for their consideration. Mr. Verst asked if there were any questions regarding the motion. There being none, Mr. Verst called for a second. Mr. Stapleton seconded the motion. Mr. Verst called for a roll call vote. A roll call vote found Mr. Bass, Ms. Blake, Ms. Harding, Mr. Stapleton, Mr. Williams, Mr. Barrow and Mr. Verst in favor. No one abstained. Motion passed.

Mr. Verst stated that the next point of business was to approve training obtained by the Commission, Board of Adjustment and staff. Staff advised they had training for the following individuals to present for approval tonight:

• **P&Z:**

Larry Barrow (2.0 Hrs)

APA Articles: "On Being an Effective and Satisfied Planning Commission" and "Credibility, Respect and Power" (2.0 hrs)

Deborah Blake (5.5 hrs)

Embracing New Urbanism in the Comprehensive Plan (2.5 hrs); FEMA and Dams (3.0 hrs)

Lauri Harding (2.0 Hrs)

FEMA: NFIP 101 Webinar (2.0 hrs)

Steve Stapleton (5.0 Hrs)

Ky. Open Records Addendum (1.5 hrs); KRS Ch. 100 (2.5 hrs); APA Articles: "On Being an Effective and Satisfied Planning Commission" and "Credibility, Respect and Power" (1.0 hr)

- **BOA:**

Joseph Williams (2.5 Hrs)

APA Articles: "On Being an Effective and Satisfied Planning Commission" and "Credibility, Respect and Power" (1.0 hr); PDSKC New Street Regulations Roundtable (1.5 hrs)

- **Staff:**

Kirk Hunter (2.0 Hrs)

FEMA: NFIP 101 Webinar (2.0 hrs)

Cindy Minter (2.0 Hrs)

FEMA: NFIP 101 Webinar (2.0 hrs)

Mr. Verst asked if there were any questions regarding the training up for approval. There being none, Mr. Verst called for a motion. Mr. Bass made a motion to approve training as submitted by staff. Mr. Verst asked if there were any questions regarding the motion. There being none, Mr. Verst called for a second. Mr. Williams seconded the motion. Mr. Verst called for a roll call vote. A roll call vote found Mr. Bass, Ms. Blake, Ms. Harding, Mr. Stapleton, Mr. Williams, Mr. Barrow and Mr. Verst in favor. No one abstained. Motion passed.

Mr. Verst called for the Director's Report.

Directors' Report:

Ms. Minter had a conflict of schedule and was unable to attend this evening. Staff asked the Commission for their thoughts about changing the time of the meeting from 7:00 PM to 6:00 PM. There was a brief discussion among the Commissioners and they agreed that the change in time would be beneficial to the majority of Commissioners. Mr. Verst called for a motion. Mr. Williams made a motion to change the meeting time of the Commission meetings from 7:00 PM to 6:00 PM. Mr. Verst asked if there were any questions regarding the motion. There being none, Mr. Verst called for a second. Mr. Bass seconded the motion. Mr. Verst called for a roll call vote. A roll call vote found Mr. Bass, Ms. Blake, Ms. Harding, Mr. Stapleton, Mr. Williams, Mr. Barrow and Mr. Verst in favor. No one abstained. Motion passed.

Mr. Verst asked if there were any other items for discussion. There being none, Mr. Verst called for a motion to adjourn. Mr. Williams made a motion to adjourn the meeting. Mr. Barrow seconded the motion. An oral vote found all in favor, none opposed and none abstained. Motion passed. Meeting adjourned at 7:16 PM.

Respectfully Submitted,

Approved:

Kirk Hunter
Principal Planner

Justin Verst
Chair