

**CAMPBELL COUNTY & MUNICIPAL PLANNING & ZONING COMMISSION**  
**MINUTES OF THE AUGUST 9, 2011 MEETING**

**MEMBERS PRESENT:**

Mr. Larry Barrow  
Ms. Lauri Harding  
Mr. Robert Huck  
Mr. Michael Williams  
Ms. Deborah Blake, *arrived 7.20 PM*  
Ms. Cindy Minter, Chair

**MEMBERS ABSENT:**

Mr. Tony Pfeffer  
Ms. Kay Wright  
Mr. Justin Verst

**STAFF PRESENT:**

Mr. Peter Klear, AICP, Director of Planning & Zoning  
Mr. Matt Smith, Legal Counsel  
Ms. Stephanie Turner, Secretary

Ms. Minter called the meeting to order at 7:07 PM and asked for a roll call. Following roll call, a quorum was found to be present. Ms. Minter asked if everyone had reviewed the June 14, 2011 meeting minutes and asked if there were any additions or corrections. There being none, Ms. Minter called for a motion. Mr. Barrow made a motion to approve the June 14<sup>th</sup> meeting minutes as submitted. Mr. Huck seconded the motion. A roll call vote found Mr. Barrow, Ms. Harding, Mr. Huck and Mr. Williams in favor of the motion. Ms. Minter abstained. Motion passed.

Ms. Minter opened the public hearing and introduced case #98-11-ZMA-01 Thomas More College request for a zone map amendment to the Planning Commission and asked Mr. Klear to present the staff report and staff's recommendation to the Commission.

**FILE NUMBER:** 98-11-ZMA-01  
**APPLICANT:** Thomas More College  
**LOCATION:** 14.95 acres located at 8356 Mary Ingles Highway, 1 mile south of Oneonta Road, Unincorporated Campbell County.  
**REQUEST:** Approval of a zone map amendment proposing a change in zoning from A-1 to INST.

**Considerations:**

1. The 2008 Campbell County Comprehensive Plan Update designates the area for Rural Mixed Use. The Campbell County Zoning Ordinance classifies the area within the A-1 Zone.
2. The site in question was formerly used as a lock and dam. Currently the property is used by Thomas More College as a biology field station.
3. The Transportation Plan Element of the 2008 Campbell County Comprehensive Plan Update identifies Mary Ingles Highway as a collector roadway.
4. The request is to rezone two lots (9.43 acres and 5.52 acres) totaling 14.95 acres from A-1 (Agricultural One) to INST (Institutional) Zone. The 9.43 acre lot (Parcel 1) bordering to the river contains biology field station buildings. The 5.43 acre lot (Parcel 2) on the west side of Mary Ingles Highway currently has six sleeping quarter buildings.

5. CAMPBELL COUNTY ZONING CLASSIFICATIONS:

INST (Institutional) Zone

The INST Zone is established to provide a location for the following: Churches, dorms, fraternities & sorority houses, *educational and medical related research facilities, institutions for higher education*, hospitals, clinics, libraries, medical offices, government buildings, museums, nursery schools, publicly owned and or operated parks, recreational uses, police and fire stations, public and parochial schools.

The area and density regulation for permitted uses in the INST Zone is as follows:

Zone Requirements

INST

The requirements of the Zone shall be in accordance with the approved Site Plan. More than one principal building, as defined herein may be permitted on one lot.

6. The submitted plan indicates the following:

- a. The plan indicates seven structures exist on the 5.43 acre (Parcel 2) and three outbuildings exist on Parcel 1 (the 9.43 acre lot).
- b. The plan indicates the structure furthest north on Parcel 2 is to be removed in place of additional parking.
- c. The plan indicates the two remaining principal structures north of the water tower on Parcel 2 will be remodeled and a 1,700 sq. ft. building addition will be constructed between the two buildings. This new structure will house 12 beds, a conference room, living room, lobby and kitchen.
- d. The plan indicates a proposed outdoor social area 300 sq. ft. equipped with picnic tables to the northern end of the remodeled structure on Parcel 2.
- e. The plan indicates 18 parking spaces to the north on Parcel 2. This complies with the minimum parking requirements in the Zoning Ordinance.

7. On July 23, 1996 the Campbell County & Municipal Board of Adjustment reviewed case #BA-12-96 Thomas More College. The case involved a request to allow Thomas More College to run a biology field station in the A-1 Zone. The CC&MBOA approved the request with no conditions.

**Campbell County Staff Recommendation:**

The CC&MP&ZC recommend approval of the Map Amendment to the Campbell County Fiscal Court subject to the following conditions:

1. That the Legislative Body adopts the map amendment portion of the submitted request.
2. That the applicant submits site development plans to the CC&MP&ZC for review and approval prior to construction.
3. That the applicant complies with all applicable building, subdivision and zoning ordinance regulations.

**Bases for Recommendation:**

The proposed subdivision is consistent with the recommendations of the 2008 Campbell County Comprehensive Plan Update, the Campbell County Subdivision Regulations and Zoning Ordinance, except as noted below:

1. Campbell County Zoning Ordinance, Section 10.15: "A site plan as regulated by Section 9.19 of this ordinance shall be required for any use in this zone."

During the slide presentation, Mr. Huck asked Mr. Klear if the buildings reflected in the slide were currently in use at the facility. Mr. Klear answered they were indeed presently in use by the applicant. At the conclusion of the report, Mr. Klear asked if there were any questions. Ms. Minter recognized Ms. Blake's arrival at 7.20 PM. Mr. Barrow noted that the one building used to be the lock and dam building of the old dam and that the other buildings were the living quarters of the dam master and workers. Due to what Mr. Barrow considers as a historical value of the buildings, he wanted to know if the buildings would still look the same after the applicant completed their development of the site. Mr. Klear stated that was a two part answer. The parcel east of Mary Ingles Highway is the property with the building that was the lock and dam and there are no changes to that building exterior. It will look the same. The property to the west of Mary Ingles Highway is the property with the living quarters. There is a building that is going to be removed so that is an obvious change. Two of the buildings will have a connection. There will be a change, but to what extent you should address to the applicant. The applicant could definitely better present their image of the changes they intend to make to the property.

Ms. Minter asked if there were any additional questions of Mr. Klear. There being none, Ms. Minter asked the applicant to come forward and state their names for the record. Representing the applicant, Thomas More College, was a team of four representatives consisting of Mr. Jeff Kordenbrock and Mr. Chris Lorentz from Thomas More College; Mr. Jay Bayer from Bayer Becker Engineering; and Mr. Scott Vidourek from GBBN Architects. Mr. Kordenbrock introduced himself as the Director of Facilities for Thomas More College; Mr. Lorentz is not only a Professor of Biology at the College, but the Director of the Biology Field Station; Mr. Vidourek is an architect from GBBN Architects; and Mr. Bayer is an engineer with Bayer Becker. Mr. Kordenbrock explained that this site is the only part of their campus in Campbell County and is considered the jewel of their campus. Mr. Kordenbrock explained that a brief power point presentation had been prepared to give the Commission an overview of the mission, goals and objectives of the Biology Field Station. Mr. Kordenbrock turned the presentation over to Mr. Lorentz.

Mr. Lorentz stated there are approximately 300 Biology Field Stations in the country. At this location, they study and provide ecological information about the Ohio River. Mr. Lorentz provided different views of the site. Mr. Lorentz lived on site for eight years starting in 1994 when he was first hired. They have students who visit the site for experiments and some who stay on site for a semester. Mr. Lorentz pointed out the area where the two buildings were to be joined and showed an interior and exterior plan. The plans reflected bedrooms on either end and a conference room and classroom in the middle. Mr. Lorentz stated they wanted to be able to utilize the space to teach more effectively. The plans were not final and may change to reduce either the conference room or classroom so that a kitchen/dining area could be added.

As was stated by Mr. Barrow, this site was a lock and dam. Mr. Lorentz stated the dam was originally built in 1919 and was a wicket dam for 35 years. The dam was removed in the early 1960's. Thomas More College actually acquired the property in 1967. In 1996 and 1997, the College invested about \$1 million to convert the lock-house into labs. They built a wetland on the site to treat their waste water from the building. They have an outdoor classroom in a pavilion for grade school luncheons, social events, etc. They have a nature trail along the floodplain along the river. They have a weather station on the dock. After their renovation, their courses took off. They include research, outreach and education courses.

Since 1971, they have done research studies for Duke Energy. They have raised flathead minnows to conduct toxicity studies. They have numerous grades K-8 field trips to learn about ecology and science. The College holds science camps in summer at this location. The Field Station collaborates with other colleges so that their students can also benefit from the labs. The information and studies they perform

are used by not only the faculty and students, but are used in collaboration by government agencies such as the EPA and Sanitation District #1.

In 2009, the Field Station hit the ceiling in regards to manpower, resources and facility limitations. As a result, a goal of \$1.5 million was set to build a conference center that the College refers to as the “education lodge”. This will provide the College with the ability to meet the needs of the students it serves. They currently have a waiting list for students who want to participate and stay at the Biology Field Station. This will also allow the College to have seminars and community outreach events.

Mr. Lorentz concluded his presentation and turned the presentation over to Mr. Bayer. Mr. Bayer stated that this is a great project for Campbell County and does agree with the Comprehensive Plan. Mr. Bayer encouraged the Commission to support this zone change request. Mr. Bayer asked if there were any questions he could answer.

Ms. Minter asked if there were any questions for the applicant. Ms. Harding stated she applauds the applicant on their efforts. Ms. Harding has bicycled by this site many times and complimented the applicant on the neatness of the site. Ms. Harding’s concern is that if the College expands the use of the site that unnecessary vending machines, trash and debris will be common place at the site and that the site will become a “nuisance”. Ms. Harding asked the applicant what measures are in place to self-police the site to prevent disturbances, unauthorized usage, excess debris, etc. from occurring on the site. Mr. Lorentz stated that there is a full-time caretaker that lives on site that oversees the site on a day to day basis. Mr. Lorentz is on-site very frequently as the Director of the Field Station, but not 24 hours a day. There is also a lab manager that lives on the site to oversee the equipment. Mr. Lorentz stated that the Field Station is considered to be an extension of the College and is subject to the same policy and procedures of the main campus in regards to safety protocols and moral standard requirements.

Ms. Harding asked if due to the increase in potential use of the site there was going to be a need for a turn lane to be installed. Mr. Lorentz stated that they do not anticipate needing a turn lane. They currently have about 2,500 children visit a year through field trips. The bus drops them off, turns down and around and then comes back around and parks. They have 15-20 research students that live there during the summer time. They have seasonal down times during the fall. They do not anticipate having any more traffic on any given day more than usual. They intend to utilize those down times to increase their audience and host community events. However, if the county would be willing to put in a turn lane, the College would not object.

Ms. Minter asked if, in regards to the parking spaces, there was room for the buses to turn around. Mr. Lorentz answered that they do not have a “cul-de-sac” for the buses to run around in, but they buses go out of their drive and then turn back in to their drive and park at one end of their lot. Mr. Klear described both parcels as atypical lots in Campbell County. They have two curb cuts off Mary Ingles Highway. Also, as a point of information, Mr. Klear stated this was a state road and therefore, if a turn lane was needed, the state would be responsible to install the turn lane.

Ms. Minter asked if there were any questions for the applicant. There being none, Ms. Minter polled the audience for anyone wishing to speak either for or against the issue. There being no audience members, Ms. Minter closed the public hearing.

Ms. Minter opened the floor for discussion among the Planning Commission members. Ms. Blake asked how the information from the water quality studies was relayed back to the public. Ms. Minter recognized Mr. Lorentz to answer the question. Mr. Lorentz stated that, in addition to the personal research that the College performs and releases in papers they publish, they partner with government agencies on all levels, with the EPA on a federal level, with ORSANCO on a regional level who oversees the Ohio River, and with Sanitation District #1 locally, to co-produce reports that are released to the specific audience. They also have public seminars on site to educate and inform the community. This is the heart of what the Field Station does.

Ms. Minter asked if there were any other questions or items for discussion. There being none, Ms. Minter called for a motion. Mr. Barrow made a motion to recommend to Fiscal Court to approve case #98-11-ZMA-01, Thomas More College, a request for a zone map amendment proposing a change in zoning from A-1 to INST subject to the following conditions:

1. That the Legislative Body adopts the map amendment portion of the submitted request.
2. That the applicant submits site development plans to the CC&MP&ZC for review and approval prior to construction.
3. That the applicant complies with all applicable building, subdivision and zoning ordinance regulations.

He cited the zone change request is consistent with the recommendations of the 2008 Campbell County Comprehensive Plan Update, the Campbell County Subdivision Regulations and Zoning Ordinance as the basis for his motion. Mr. Huck seconded the motion. A roll call vote found Mr. Barrow, Ms. Harding, Mr. Huck, Mr. Williams, and Ms. Blake in favor of the motion. Ms. Minter abstained. Motion passed.

There being no other cases to come before the Planning Commission, Ms. Minter requested that Mr. Klear present his Director's Report.

### **DIRECTOR'S REPORT**

Mr. Klear indicated that he had 3 items for the Commission's consideration tonight. Mr. Klear handed out a flyer for the OKI 2040 Regional Transportation Plan seminar. A kick-off session will be held in Crestview Hills on Thursday, September 15<sup>th</sup>. This is the equivalent of the Commission updating the Comprehensive Plan. Mr. Klear strongly encouraged the Commissioners to attend a session if they were able.

Mr. Klear advised the Commission of a training opportunity available on September 14<sup>th</sup> from 8 AM to 4 PM. The training will be provided by the Ky. Chapter of the American Planning Association and would allow the Commissioners to fulfill their training requirement in one class specifically aimed at planning commissioners. Mr. Klear advised the Commission to let him know if they want to attend and he will set it up for them.

Finally, Mr. Klear passed out copies of the draft of the revision to the Subdivision Regulations. Mr. Klear advised setting up a working session to begin reviewing the draft so that any questions could be answered. Mr. Klear asked legal council if it would be acceptable for him to submit a copy of the draft to outside agencies to begin getting feedback. Mr. Smith stated that would be perfectly acceptable to distribute the draft for comments at this time. Mr. Klear suggested August 30<sup>th</sup> as a potential working session date, but Ms. Minter stated she was not available for the month of August. Other dates were suggested, but with no resolution. Mr. Klear will propose dates in September by email and the Commissioners will respond back to the email which dates work best for them as many of the Commissioners did not have their calendars with them. This will have to be considered a special meeting and a notice will have to be issued. Mr. Klear concluded his report.

Ms. Minter asked if there was any other business to discuss. There being none, Ms. Minter asked for a motion to adjourn. Mr. Huck made a motion to adjourn. Mr. Williams seconded the motion. An oral vote found everyone in favor. None opposed. Motion passed. Meeting adjourned at 8:05 PM.

Respectfully Submitted,

Approved:

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Peter J. Klear, AICP  
Director of P&Z

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Cynthia Minter  
Chair