

**SUMMARY MINUTES**  
**City-County Planning Commission of Warren County**  
**March 21, 2019 @ 6:00 p.m.**  
**City Hall - Commission Chambers**  
**3<sup>rd</sup> Floor, 1001 College Street, Bowling Green, KY**

**PRESENT:**

**Albert Rich**  
**Mary Vitale**  
**Mary Belle Ballance**  
**Sandy Clark**  
**Chuck Coppinger**  
**Tim Graham**  
**Christiaan Volkert**  
**Gregory Gay**  
**Dean Warren**  
**Eric Madison**  
**Tim Huston**  
**Velma Runner**

The City-County Planning Commission of Warren County was called to order by Chairman Velma Runner.

**A. ROLL CALL:**

Chairman Runner requested Jessica Martin to conduct roll call in order to determine a quorum. A quorum was determined with all twelve (12) Commissioners present at the time of the roll call.

**B. APPROVAL OF MINUTES:**

Chairman Runner stated all Commissioners had received the Minutes of the meeting held on March 7, 2019 in their packets. Chairman Runner asked if there were any corrections to the minutes. Being none, she asked for a motion. The Motion was made by Commissioner Rich that the minutes be approved, seconded by Commissioner Vitale, and agreed upon (12 yeas) to approve the Summary Minutes of the March 7, 2019 meeting as written.

Hon. Hamp Moore, of Cole and Moore Law Office, Attorney for the Planning Commission, requested the Chairman order that the Joint Zoning Ordinance of Warren County, Kentucky; the Subdivision Regulations; and the Comprehensive Plan with all of its elements effective as of this date (March 21, 2019) be introduced as exhibits for each of tonight's hearings. He further requested the Chairman order that the Staff Report, with all attachments together, along with the Commission's entire file for the applications be likewise introduced as exhibits. Hon. Hamp Moore asked that the Oath be administered to Ben Peterson, Executive Director, Monica Ramsey, Planner, and Rachel Hurt, Planner be sworn as witnesses before the Planning Commission and that their oath and qualifications be reflected in the record for tonight's hearing. Chairman Runner so ordered and swore in the witnesses.

**C. FINANCIAL**

Chairman Runner stated the February Financial Report was in the packets. She asked if there were any questions or comments. Being none, she moved on to the preliminary budget. Mrs. Megan Mooney went over the report and highlighted the main areas of interest. She explained that the numbers will change slightly when she has the actual closing number for the end of the year. Chairman Runner asked if there were any questions. Commissioner Graham asked about the workers compensation. Mrs. Mooney stated that premium is billed at the end of the fiscal year and is showing zero currently because it hasn't been paid out yet. Commissioner Clark commended Mrs. Mooney on her hard work. The motion was made by Commissioner Clark, seconded by Commissioner Volkert, to approve and accept the Preliminary Fiscal Year 2019-2020 Budget as presented. The vote was twelve (12) yeas, so approved.

**D. PRELIMINARY SUBDIVISIONS & SITE DEVELOPMENT PLANS**

Chairman Runner asked if there were any questions or comments on the Subdivision and/or Site Development Plan approvals. Being no questions or comments, she proceeded to the next item on the agenda.

**E. LETTERS OF CREDIT AND PERFORMANCE BONDS**

Chairman Runner stated there were three letters of credit or performance bonds on tonight's agenda.

1. Release the performance bond for Grand Haven Villas in the amount of \$100,000.00 from Rogers Real Estate Holdings, LLC.
2. Renew the letter of credit for Walnut Valley in the amount of \$88,000.00 from Cook and Davenport, LLC.
3. Renew the letter of credit for Kingston Pointe in the amount of \$58,000.00 from Kingston Pointe, LLC.

Chairman Runner asked if there were any questions. Being none, she asked for a motion. The motion was made by Commissioner Volkert, seconded by Commissioner Clark, and agreed upon (12 yeas) to approve the above Letters of Credit and Performance Bonds.

**F. OLD BUSINESS**

Chairman Runner announced there was no old business for tonight's agenda.

**G. PUBLIC HEARINGS**

Chairman Runner called the only item:

**2019-02-DP – Golden Flower, LLC (c/o Richard Feldman)** has filed an application to amend the General Development Plan / Development Plan Conditions on a tract of land containing approximately 1.56 acres located at 603 Old Morgantown Road. This property is zoned GB (General Business), with a general development plan.

Mrs. Rachel Hurt stepped to the podium to present the staff report. (*Note: Staff reports available upon Open Records Request*).

Chairman Runner asked if there were any questions from the Commissioners. Being none, she asked to hear from the applicant. Mr. Richard Feldman, member of Golden Flower, LLC came forward and was sworn in. He explained the past tenant of the property was a restaurant and they decided to keep the kitchen portion for the ministry to use for their purpose. He explained the

events the tenant of the property puts on through the year and how it helps local children stay out of trouble and gives them something positive for their community. Rita Finley treasurer of the ministry, 1428 Quebec Way, came forward and was sworn in. She stated they have enjoyed being in the area and have had an event called “splash fun” with bouncy houses and free food for children in the area. She stated they also had “trunk or treat” last year where they had to turn children away because they ran out of candy. Commissioner Clark asked if they had mostly foot traffic where there isn’t a potential parking problem. Ms. Finley stated they currently don’t have a parking problem. Commissioner Rich asked about the LLC and how many members were involved. Mr. Feldman explained he was the only member of Golden Flower and he owns the property but the ministry is who is in charge of the events. He stated they currently have a little over 20 members and receive help from Western University students as well. Chairman Runner asked if the Commissioners had any other questions. Being none, she asked if there were anyone in the audience with any questions or opposition to this request. Being none, she asked for a motion.

**ACTION: Commissioner Gay made the motion, seconded by Commissioner Coppinger, to approve the proposed General Development Plan amendment, docket number 2019-02-DP. Based upon the testimony and documents presented in this public hearing, the proposed General Development Plan amendment is consistent with the adopted FOCUS 2030 Comprehensive Plan as demonstrated by its compliance with the objectives and action items presented in the staff report. Further, I also find that there have been major changes of an economic, physical or social nature within the area of the property in question and I request that the findings of fact and recommendation include a summary of the evidence and testimony presented by the witnesses at this public hearing. The vote was twelve (12) yeas, so approved.**

#### **H. NEW BUSINESS**

Chairman Runner asked if there were any new business. Being none, she stated there will be training after the meeting and moved to adjourn.

#### **I. ADJOURN**

Chairman Runner stated there was no additional business to come before the Commission; the meeting was adjourned.

  
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CHAIRMAN, VELMA RUNNER

*\* Video is available upon Open Records request. This concludes the Summary of Minutes.*