

**Gallatin County Planning Commission
Minutes
February 23, 2000**

The organizational meeting of the Gallatin County Planning Commission was held on February 23, 2000, at 7:00 PM. Members present included Lynn Sproul, Skip Smith, Jack Courtney, Jeff Wallace, Danny Cole, David Clifton and Winslow Baker. Absent were Jon Jones and Gary Lillard. It had not been determined if representatives from the City of Glencoe and the City of Sparta had been appointed at this time.

Richard Bragg of the Northern Kentucky Area Development District was present to assist with the planning process and distribute copies of KRS 100 which pertains to the statutory requirements related to the formation of a planning commission and the development of a comprehensive plan. Sample copies of the "goals and objectives" for a county comprehensive plan were also distributed.

Having been informed that KRS 100 required the election of officers for a planning commission, the floor was opened for nominations for the positions of Chairman, Vice-Chairman, and Secretary-Treasurer. Mr. Skip Smith was nominated for Chairman, Mr. Danny Cole for Vice-Chairman, and Mr. Jon Jones for Secretary-Treasurer. All were approved by acclamation.

A general discussion ensued regarding the planning process and timetable. It was agreed that the Planning Commission would meet the second Tuesday of each month at 7:30 PM. The next meeting would be on March 14, 2000, at the Gallatin County extension office. Chairman Smith volunteered to contact those members not present to inform them of the meeting and to arrange to use the conference room at the extension office. Noting that the Planning Commission would have to adopt by-laws, Richard Bragg stated that he would contact other planning commissions to obtain sample copies. These copies would be sent to Planning Commission members prior to the next meeting if received in time.

Having no other business the meeting adjourned at approximately 9:00 PM.

**GALLATIN COUNTY PLANNING COMMISSION
MARCH 14, 2000
MINUTES**

Having determined by those members being present (see attached attendance list) that a quorum was established, the Gallatin County Planning Commission was called to order by Mr. Skip Smith, Chairman.

It was noted that Mr. George Zubaty, Gallatin County Judge/Executive had been present to administer the Oath of Office to the members present.

It was decided that the election of officers should be reaffirmed by the members of the Planning Commission acting as a body after having received their Oaths of Office. Mr. Winslow Baker made the motion that the following individuals be nominated for the respective offices as noted:

Mr. Skip Smith – Chairman
Mr. Danny Cole – Vice Chairman
Mr. Jon Jones – Secretary-Treasurer

Mr. David Clifton moved to second the motion. There being no discussion a vote was taken and unanimously approved.

Richard Bragg, NKADD, distributed working copies of sample by-laws and Goals and Objectives for the members to consider. It was decided that the Commission members would review and discuss the Goal and Objectives at the next meeting. The by-laws would be edited and made available for review and discussion.

It was decided that the regularly scheduled meetings of the Planning Commission would be held on the second Monday of each month. The meetings are public and notification would be made.

There being no other business the meeting was adjourned at 8:30 P.M.

**GALLATIN COUNTY PLANNING COMMISSION
APRIL 10, 2000
MINUTES**

Having determined by those members being present (see attached attendance list) that a quorum had been established, the Gallatin County Planning Commission was called to order at 7:30 P.M. by Mr. Skip Smith, Chairperson.

The motion to approve the minutes of the March 14, 2000, meeting was made by Mr. Jeff Wallace and seconded by Mr. David Clifton. The motion was unanimously approved.

Mr. Smith noted that he had reserved the conference room of the Gallatin County Extension building for the second Monday of each month through June. Mr. Smith also noted that he would attempt to reserve the conference room for the second Monday of each month. It was agreed that a consistent meeting time and place would enhance public awareness. Mr. Smith also noted that Judge Zubaty would provide public notice for the Planning Commission meetings. Also, Judge Zubaty had agreed that the County would pay or reimburse costs for expenses related to the performance of Planning Commission duties.

The two primary items of business to be considered were the preparation of the by-laws, for the Planning Commission and the drafting of the Comprehensive Plan Goals and Objectives. Ms. Lynn Sproul volunteered to prepare a draft of the mission statement for goals and objectives for consideration at the next meeting. A general discussion ensued regarding the formulation of the by-laws. The Commission proceeded to review the working copy of the by-laws and recommend changes and additions as deemed necessary. Richard Bragg would incorporate the recommendations into a second working copy for the next Commission meeting. Richard Bragg would also request a copy of the Gallatin County Ethics Ordinance which, upon adoption, would become a component of the by-laws.

A discussion occurred and questions raised regarding the term of Commission members, number of appointments, responsibility for payment of expenses, and the formal relationship among the participating jurisdictions within the County. It was agreed that Chairman Smith and Richard Bragg would contact Judge Zubaty regarding these issues.

No other business being brought forward, the meeting adjourned at approximately 9:30 P.M.

**GALLATIN COUNTY PLANNING COMMISSION
APRIL 10,2000
ATTENDANCE LIST**

Skip Smith, Chairperson
DeAnna Hartman
Lynn Sproul
Jack B. Courtney
Jeff Wallace
David Clifton

GALLATIN COUNTY PLANNING COMMISSION
JUNE12, 2000
MINUTES

- The June 12, 2000 meeting of the Gallatin County Planning Commission was called to order by Chairperson Smith at 7:30 PM.
- Mr. Smith informed the members of the Planning Commission the he had presented a copy of the approved by-laws to the Gallatin County Fiscal Court. The Chairperson also informed the Planing Commission that the Fiscal Court confirmed their approval of conducting public hearings in each Magisterial District and to proceed as expeditiously as possible.
- Mr. Smith noted that topics of the meeting included a Mission Statement for the Comprehensive Plan and a general discussion of the Goals and Objectives. Planning Commission member Ms. Lynn Sproul had prepared and submitted a draft version of the Mission Statement. After some discussion Mr. Winslow Baker made a motion to approve the Statement, Ms. Deanna Hartman seconded the motion. Having no further discussion a vote on the motion was taken. The motion was approved 8 yeas and 0 nays.
- A general discussion then occurred regarding what Planning Commission members considered the conceptual framework for a Gallatin County Plan.
- Chairman Smith and Richard Bragg noted that KRS 100 required a Joint Resolution or Co-Ordinance specifying, among other items, the jurisdictions participating in the Joint Planning, the number of Planning Commission Members, appointing procedures, and responsibility for expenses. The County Attorney and Judge/Executive was to be contacted regarding specific wording and preparation.
- Due to planned vacations the regular meeting of the Planning Commission scheduled for Monday, July 10, 2000, was re-scheduled for Monday July 17, 2000.
- The major agenda for the July 17th meeting would be the consideration of the wording for the Goals and Objectives, and the adoption of a process to draft the required chapters of the Comprehensive Plan.
- There being no further discussion, Mr. Lillard made a motion to adjourn Ms. Sproul seconded. The motion was unanimously approved.

APPROVED: _____

**GALLATIN COUNTY PLANNING COMMISSION
MEETING MINUTES
NOVEMBER 27, 2000**

The November 27, 2000, meeting of the Gallatin County Planning Commission was called to order by Chairman Smith at 7:30 p.m. Members present were Skip Smith, Danny Cole, Deanna Hartman, Gary Lillard, Winslow Baker, Lynn Sproul and Jeff Wallace. Scott Boone from the Northern Kentucky Area Development District was also present. A quorum was determined to be present.

Approval of the Minutes

Winslow Baker made a motion to accept the November 13, 2000 minutes. The motion passed unanimously.

Chairman's Report

We are still working on replacing members who have not been attending meetings. We expect closure to the situation shortly.

Transportation Element

Winslow Baker noted that the information pertaining to the Warsaw Airport still has not been deleted. Deanna Hartman mentioned the lack of recognizing Louisville's Airport as an important component of Gallatin County's transportation resources. Winslow expressed concern with regards to the locally generated needs section of the transportation element. The committee decided to add a statement to the Analysis and Recommendations section regarding commercial development and frontage roads. Scott Boone will make the necessary changes and present the chapter for approval at the next meeting.

Other Business

Chairman Smith requested Scott Boone to begin preparations for the Land Use chapter. Scott said he will have an introduction to Land Use planning ready for the December 11 meeting.

Adjournment

Lynn Sproul made a motion to adjourn. Danny Cole seconded the motion. The meeting adjourned at 9:02 p.m.