



**Thursday September 29, 2022  
Special Zoning Committee Meeting  
Oak Grove Council Chambers**

The Oak Grove Zoning Committee met in Special Session on September 29, 2022, at 9:30 a.m. The meeting was held in the Oak Grove Council Chambers located at 8505 Pembroke Oak Grove Road Oak Grove, Kentucky. Present for the meeting were: Council Member Jackie Oliver, Council Member Jean Leavell, Council Member Edward Cook, Public Works Director Martin Nuss, Code Enforcement/Zoning Inspector Angel Willis, Tom Britton and two associates from CDS, and City Clerk Lorelynn Fisher. There were approximately 3 individuals present for the meeting.

**CALL TO ORDER**

Meeting was called to order at 9:30 a.m.

**APPROVAL OF MINUTES**

Council Member Jackie Oliver made a motion to approve the minutes from December 15, 2021. Council Member Edward Cook seconded the motion. A voice vote was taken with all in favor; the motion carried.

Council Member Jackie Oliver made a motion to approve the minutes from August 25, 2022. Council Member Edward Cook seconded the motion. A voice vote was taken with all in favor; the motion carried.

**AGENDA**

Subdivision Guidelines: Mr. Britton discussed with the committee various topics including the process/ tentative timeline of events: October 2022 a first draft for the subdivision guidelines; November 2022 a second draft for the subdivision guidelines and a first draft for public improvement specs-decorative; December 2022 second draft for public improvement specs-decorative; December 2022-January 2023 possible Committee of the Whole or Council Meeting and recommendations to CDS Board; and February 2023 CDS Board for public hearing. Mr. Britton went over with the committee the review/approval process and per KRS 100, the Planning Commission has responsibility for the approval of subdivisions. The City does and should play an important role in the inspection and approval of improvements that will be accepted and maintained by the city along with the structure amendments that specify the city's responsibilities for inspections and approvals-which is current practice. Furthermore, discussion was convened regarding possible amendments of the guidelines which included:

1. Lot size, Zoning and Other Standards: Entailing clarification on mandatory extensions and connections requirements for most lots at the developer's expense, revision for improving easement language in guidelines and update lot size standards for unservice lots and cross-referencing Zoning, Stormwater Management, and Other Standards.

2. Standards for Street Construction: Entailing optional requirements for curb and gutter for all new streets with exception for industrial streets, raise composition standard from 6-2-1 to 8-3-1-provide higher composition (committee agrees with this), increase DGA compaction to 95%, reduce maximum grade from 10% to no more than 6%, and tie curve radius and length of vertical curve requirements to street type and speed.
3. Complete Streets: Committee would like requirements for sidewalks fore residential development and update sidewalk chart which provides exceptions for industrial streets, minor plats, and divisions using existing street frontage on both sides, include standard for sidewalk construction, and the possibility of underground utilities.
4. Decorative Elements: Entailing options for developers to include streetlights, street signs, medians, and pavement textures. Committee agreed that they do not believe decorative elements should be a requirement.
5. Standards for Other Dedications: Includes parks, trails, open space, and pedestrian amenities. The Committee mentioned the possibility of pocket parks and Mr. Britton stated that for planning and development the answer would be yes. For a straight subdivision it could be tricky due to the developer deciding based on public interest and necessity. Mr. Britton will research this topic more in depth.

Mr. Britton asked if there was anything else the committee would like looked at. Committee mentioned requirements for uniform driveways. Public Works Director Martin Nuss stated that the current options are concrete, asphalt, and pavers, and to limit only one might be difficult. Mr. Britton will research this topic more in depth.

6. Surety Standards: Specifies that Oak Grove holds surety-which is current practice. Make sure guidelines coincides with the current zoning ordinance. Discussion regarding warranty periods which is for streets once they are accepted where cities hold smaller percentage of bonds-Mr. Britton asked if this were something the committee would like him to look into and the committee stated yes.

Mr. Britton stated that the next meeting, a first draft for the guidelines should be readily available.

#### **ADJOURNMENT**

Council Member Jackie Oliver made a motion to adjourn the meeting. Council Member Edward Cook seconded the motion. A voice vote was taken with all in a favor; the motion carried. The meeting was adjourned at approximately 10:30am

**APPROVED:**

\_\_\_\_\_  
/s/  
Council Member Jackie Oliver

\_\_\_\_\_  
DATE

\_\_\_\_\_  
/s/  
Council Member Jean Leavell

\_\_\_\_\_  
DATE

\_\_\_\_\_  
/s/  
Council Member Edward Cook

\_\_\_\_\_  
DATE

**ATTEST:**

\_\_\_\_\_  
/s/  
Lorelynn Fisher, City Clerk

\_\_\_\_\_  
DATE

**\*\*Minutes were approved at the November 3, 2022, Special Zoning Committee Meeting. Original signed document is available at City Hall\*\***