



OFFICE OF THE MAYOR
LOUISVILLE, KENTUCKY

October 25, 2021

GREG FISCHER
MAYOR

Mr. David James, President
Metro Council
601 West Jefferson Street
Louisville, KY 40202

Dear President James:

In accordance with the Planning Commission ordinance, I am reappointing:

Name		Term
Lula Howard	reappointment	10/1/2024
Richard Carlson	reappointment	10/1/2024

Your prompt action on these reappointments is most appreciated.

Sincerely,

Greg Fischer
Mayor

cc: Councilman Brent Ackerson
Government Oversight and Audit Chairperson



Board Details

Direct the economic growth and physical development of Jefferson County and the communities therein, and to guide such development in such a manner as to assure the prosperity, health, safety, morals and general welfare of the county and its communities

Overview

Size 10 Seats

Term Length 3 Years

Term Limit

Additional

Enacting Resolution Website

Enacting Resolution

Statutory Authority

KRS Ch. 100

Ordinance Authority¹

LMCO 32.840

Powers

The goals and objectives of the Planning Commission shall include, but not be limited to, the following: A. Management and execution of the business, activities, and affairs of the Commission as prescribed by KRS – Chapter 100 and subsequent amendments and local ordinances and resolutions. B. Development, review and maintenance of the Cornerstone 2020 Comprehensive Plan, including recommendation of implementation of the plan to the appropriate legislative bodies. C. Planning and regulation without favor or prejudice to any individual, group, class, race, or creed. D. Approval of all policies, procedures, and regulations necessary for the management of the affairs of the Commission. E. Conducts of public hearings as prescribed in the adopted policies and applicable statutes and ordinances. Those Commissioners present for a public hearing shall act as hearing examiners when a quorum is not available pursuant to KRS 100.171. F. Maintenance, publication and retention of minutes and records of all proceedings, including details of all regulations, transactions, findings and determinations for each proceeding, and the number of votes for and against each question, and indicating whether any member is absent or disqualifies from voting. G. Delegation of authority, where advisable and within the confines of the KRS and local ordinance, to standing committees and the Director. H. Provision of public outreach and education regarding planning for the community to the general public and the appropriate agencies and organizations. I. Recognition and acknowledgement of national trends in planning theory and practice, and, if appropriate, implementation of such trends in its decision-making process. J. Attention to the public interest in the planning process through the provision of full, clear, timely, useable and accurate information on planning issues, and the ability to have a meaningful role in the development of plans and programs.

Removal

May be removed by the appropriate appointing authority for inefficiency, neglect of duty, malfeasance, or conflict of interest. Process and appeal providing in KRS 100.157(1).

Bonding Authority?

No

Meeting

At least 6 regular meetings annually required by KRS 100.163. Regular meetings are on the 1st and 3rd Thursday of each month. Annual meeting is the 3rd Thursday of January.

Incorporated?

No

Open Records Info Receipt Required under KRS 65.055?

Yes

Oath of Office Required?

Yes

Subject to Open Meetings Law?

Yes

Bond Requirement for Members?

No

Officers

Commission elects a chair and any other officers deemed necessary. All officers shall be citizen members, and shall be eligible for reelection at the expiration of a term.

Fiscal Agent Agreement with Metro?

No

How is the Director or Executive Director Appointed/Hired?

Metro provides all staff, including a Director.

Records & Reports

Adopt bylaws for the transaction of business. Keep minutes and records of all proceedings, including regulations, transactions, findings and determinations, the votes, and if any member is absent or disqualified to vote. Shall prepare a comprehensive plan, which shall serve as a guide for public and private actions and decisions to assure the development of public and private property in the most appropriate relationships.

Automatic Reappointment under KRS 65.008(2)?

No

Vacancy Appointment

Vacancies on the planning commission shall be filled within sixty (60) days by the appropriate appointing authority. If the authority fails to act within that time, the planning commission shall fill the vacancy. When a vacancy occurs other than through expiration of the term of office, it shall be filled for the remainder of that term. The Planning Commission shall act within one-hundred twenty days to fill the vacancy.

Council Approval of Appointment?

Yes

Ex Officio Members

Mayor or designee, Director of public works or designee, or county engineer, as determined by the Mayor. If the director of public works designates a designee, the designee shall be either a civil or highway engineer licensed under KRS Chapter 322, and shall have at least three (3) years' practical road building, road design, or transportation planning experience.

Compensation

\$100.00 per meeting not more than \$3,000 per year

Term of Appointment Details

Three (3) years and until their successors are appointed and qualified, and the term of office of members appointed shall be staggered. Terms for appointed citizen members shall be three years, with terms expiring on October 1 of the last year of the term.

Vacancy Appointment Details

Quorum

5 members of the Commission shall constitute a quorum for the transaction of business. Section 4. Quorum. Five members of the Planning Commission shall constitute a quorum. The lack of a quorum shall not prevent a scheduled public hearing. Rather, in the absence of a quorum, the Planning Commission members in attendance shall hereby be appointed as hearing officers pursuant to KRS 100.171. The Commission Chair or Vice-Chair shall preside if present, or in the absence of the Chair or Vice-Chair, the member in attendance with the longest membership on the Commission shall preside over the public hearing and the members shall make recommendations to the Commission in business session at its next regular meeting.

How Appointed

Eight (8) members who are residents of the planning unit, appointed by the Mayor, with approval of Council.

Qualification of Members

(4) of the eight (8) appointees are citizens who have no direct financial interest in the land development and construction industry. All ten (10) members of the planning commission shall be required to disclose any personal or family commercial interest relevant to land use, new development supply, or new development construction. The disclosure shall be a written, signed statement of the general nature of the member's interest. The disclosure shall be filed with the commission's records pursuant to KRS 100.167 and shall be available for public inspection during regular business hours.

Purpose

Direct the economic growth and physical development of Jefferson County and the communities therein, and to guide such development in such a manner as to assure the prosperity, health, safety, morals and general welfare of the county and its communities

Ethics/Conflict of Interest Provision

Social Media Website

Subcommittees

Officers Term of Office

Elected annually

Address

Website

Council Approval Details

Officers Term of Office

Board Requirement Details