



**BOURBON COUNTY JOINT PLANNING OFFICE**  
**525 High Street**  
**Paris, KY, 40361**  
**859.987.2150**

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February 3, 2020

Planning Commissioner,

As you are aware, on January 14<sup>th</sup> the Bourbon County Circuit Court issued an “Order Granting Plaintiff’s Motion for Summary Judgement” regarding Case No. 04-CI-00146 Citizens for Progressive Growth and Development, LLC, et. al. v. Paris Bourbon County Joint Planning Commission, et. al

While our legal counsel will cover many of the procedural details, I would like to shift the context of the discussion to the Envision 2040 Comprehensive Planning Process and what it will mean for our planning strategy moving forward.

To date, Staff and our partners at the University of Kentucky have worked very hard to facilitate an inclusive plan update process. In addition to this community engagement, we are tasked with developing a detailed land use framework that will provide our community with the proper research analysis for future land use planning.

Staff has received some preliminary quotes and would like the Commission to consider working with a third party land use planning consultant to develop a Comprehensive Future Land Use Analysis.

For more information, please find attached the scope of work that would be advertised. This project would be budgeted for in the 2020-2021 Fiscal Year.

I look forward to discussing immediate next steps with you on Thursday.

Sincerely,

Andrea S. Pompei Lacy, AICP  
Planning Administrator  
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## **PROPOSED REQUEST FOR PROPOSALS (RFP)**

The Bourbon County Joint Planning Commission seeks professional planning services to provide a detailed land use framework plan for future use and development in Bourbon County. As part of the 2040 Comprehensive Plan Update, this land use plan shall illustrate the appropriate distribution of agricultural, residential, commercial, industrial, mixed-use, and open space uses. The primary focus will be on places where new development will occur in the future based on a set of planning and infrastructure metrics (housing, population, sewer, roads, etc.) which shall also include infill and redevelopment areas.

The Planning Commission seeks the following services:

1. An analysis and incorporation of relevant data and trends related to population, employment and housing forecasts.
2. A future land use build-out analysis consisting of the following factors:
  - a. GIS based land use categories and acreage
  - b. Building permit data trends
  - c. Existing land use analysis
  - d. Population projections
  - e. Market factor projections
  - f. Density calculations
  - g. Vacancy rates
  - h. Ratio of land use to population
3. Engage with stakeholders and officials to present and explain the future land use projections and analysis.
4. Reevaluation of the land use map and land use types and how they function with the existing zoning districts adopted by participating jurisdictions, as well as potential future zoning districts.
5. Updated future land use section:
  - a. Draft and prepare plan documents, graphics, and future mapping
  - b. Data collection and analysis
  - c. Conduct development capacity analysis utilizing land mass by acreage, zoning, serviceability, and land use designations to produce projected growth scenarios of the County.
  - d. Identify redevelopment areas within the corporate limits of the City of Millersburg, North Middletown, and Paris, including infill development and adaptive reuse opportunities.
  - e. Define a direction of how and where development should occur over the next 20 years.