

**FLORENCE BOARD OF ADJUSTMENT  
FLORENCE GOVERNMENT CENTER  
COUNCIL CHAMBERS  
BUSINESS MEETING  
June 8, 2022  
7:30 P.M.**

Mr. Duane Froelicher, called the meeting to order at 7:33 P.M.

**BOARD MEMBERS PRESENT:**

Ms. Lois Evans  
Mr. Duane Froelicher  
Mrs. Lila Huff  
Mr. Thomas Judd

**BOARD MEMBERS NOT PRESENT:**

Mrs. Linda Schaffer

**STAFF MEMBERS PRESENT:**

Mr. Todd K. Morgan, AICP, Senior Planner

**LEGAL COUNSEL PRESENT:**

Mr. Dale T. Wilson

Mr. Wilson indicated that he administered the oath of office to Mr. Judd and that he was able to participate and vote on the submitted application.

**APPROVAL OF MINUTES**

Mr. Froelicher stated the Board received copies of the minutes of the Florence Board of Adjustment meeting of March 8, 2022. He asked if there were any other comments or corrections. Mrs. Huff moved to approve the minutes as written and Mr. Froelicher seconded the motion. Mr. Froelicher called for the vote and it carried unanimously.

**ACTION ON REVIEWS**

1. Request of Brewer Family Revocable Trust for Variances. The Variances are (1) reducing the minimum buffer yard width along the northeast property line from ten (10) feet to 2.5 feet; (2) reducing the minimum buffer yard width along the southwest property line from ten (10) feet to 6.5 feet; and (3) reducing the minimum buffer yard width along the northwest property line from ten (10) feet to 5.3 feet. The approximate 0.15 acre site is located at 268 Main Street, Florence, Kentucky and is zoned Florence Main Street (FMS).

Staff Member, Todd Morgan, presented the Staff Report. He added that he had received an email from Josh Hunt, with the City of Florence, after the Staff Report was finalized (see Exhibit 1).

Mr. Erik Ball, with Viox & Viox, said they would like to keep access to deck. As a result, he isn't sure if they will be able to get three large shrubs in the area between the deck and the property line.

Ms. Evans asked how large the deck was? Mr. Jesse Brewer, the property owner, estimated it was 15' x 14'. He added that the deck was not square shaped. Ms. Evans said it sounds like three shrubs could be accommodated in that area. Mr. Morgan said he would hate to see a condition added that requires three shrubs and they then realize that only 1 or 2 will fit in that area. The applicant would need to come back to the Board to change the condition.

Mr. Brewer said the issue is that the tenant in the rear of the building uses the deck to access their unit. He wants to make sure he leaves them proper access to their unit. Mr. Huff asked if the stair access to the deck was on the front or the side? Mr. Morgan reviewed one of the PowerPoint slides and stair access was on the side.

Mr. Judd asked what the surfacing of the parking lot would be? Mr. Brewer responded it would be constructed with concrete.

Ms. Evans asked if one of the three spaces was required to be a handicapped space? Mr. Morgan said he would check into that issue with Boone County Building Department. They will have to provide a handicapped stall if Boone County Building Department says it's required. Mr. Brewer said the intent was to give each apartment tenant a parking stall and the third spot would be a floating spot that could be used by an employee or customer from Double Take Salon.

Mr. Froelicher asked what will happen if one of his apartment tenants has more than one car? Mr. Brewer said that tenant would have to park that vehicle elsewhere. He currently leases two spaces on the other side of Girard Street. There may also be an opportunity for some city parking in the future.

Ms. Evans asked if any safety lighting needed to be added? Mr. Brewer said the area is well lit. There is a light fixture on back of the building and lighting that spills over from the building next door. Mrs. Huff agreed and said there was ample light.

Mr. Judd said people park all over the place in the back of those buildings. He asked Mr. Brewer if he had any concerns about people parking and blocking off his proposed parking lot? Mr. Brewer said they will remove the parking lot striping in that area. They could have vehicles towed if needed.

Ms. Evans asked if signs will identify which two parking spaces are reserved for apartment tenants? Mr. Brewer said he would have signs made.

Ms. Evans said the building currently contains two-long term rental apartments. She asked if it would remain that way? Mr. Brewer said the apartments would remain as long as he owns the building. He doesn't have any intentions right now of doing any short-term rentals.

Mr. Froelicher made a motion to approve the application as submitted and Mrs. Huff seconded the motion.

Ms. Evans asked if they would consider adding the following condition:

Planning Commission Staff and the applicant's engineer shall determine how much shrubbery is appropriate near the deck once the Site Plan application is submitted for review.

Mr. Froelicher and Mrs. Huff said they were agreeable to adding that condition to the motion.

Mr. Froelicher called for the vote and it carried unanimously.

**OTHER**

Mr. Morgan said the Board should elect officers since they didn't elect them at the March 8, 2022 meeting. Mrs. Huff said she would be interested in serving as the Secretary, Ms. Evans said she would be interested in serving as Vice-Chairwoman, and Mr. Froelicher said he would be interested in serving as Chairman. Mr. Froelicher made a motion to accept that slate of officers and Mrs. Huff seconded the motion. Mr. Froelicher called for the vote and it carried unanimously.

Mr. Froelicher said he wanted to mention that Dee Begley passed away. He did a lot of community work with her over the years and she will be missed.

**ADJOURNMENT**

Ms. Evans made a motion to adjourn the meeting and Mrs. Huff seconded the motion. Mr. Froelicher called for the vote and the meeting was adjourned by unanimous consent at 8:00 P.M.

**APPROVED**

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**Mr. Duane Froelicher**

**ATTEST:**

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**Todd K. Morgan, AICP**  
**Senior Planner**

**Exhibit 1 – Email from Josh Hunt**

## Todd Morgan

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**From:** Joshua Hunt <Joshua.Hunt@Florence-KY.gov>  
**Sent:** Friday, June 03, 2022 8:54 AM  
**To:** Todd Morgan  
**Subject:** FW: Florence Board of Adjustment Meeting

### EXTERNAL MESSAGE

Todd, I reviewed the packet, the city has no concerns with this request as long as the recommended condition(s) are met.

Regards,

**JOSHUA J. HUNT**

*Director, Business & Community Development*

**CITY OF FLORENCE, KENTUCKY**

8100 Ewing Boulevard | Florence, KY 41042

P: 859.647.8168 | E: joshua.hunt@florence-ky.gov

[florence-ky.gov](http://florence-ky.gov)

**From:** Sara Smith <ssmith@boonecountyky.org>

**Sent:** Friday, June 3, 2022 8:51 AM

**To:** Brandi Roundtree <Brandi.Roundtree@Florence-KY.gov>; Dale Wilson <rswandd@fuse.net>; Duane Froelicher <dmkfroelicher@yahoo.com>; Eric Hall <Eric.Hall@Florence-KY.gov>; John Harney <JHarney@boonecountyky.org>; Joshua Hunt <Joshua.Hunt@Florence-KY.gov>; Lila Huff <lshuff9358@hotmail.com>; Linda Schaffer <schafferl@outlook.com>; Linda Schaffer <lschaffer@kmklaw.com>; Lois Evans <Lois.Evans@zoomtown.com>; Melissa Kramer <Melissa.Kramer@Florence-KY.gov>; Thomas Judd <tajudd@aol.com>

**Cc:** Todd Morgan <TMorgan@boonecountyky.org>

**Subject:** Florence Board of Adjustment Meeting

Below please find a Dropbox Link that contains documents for the upcoming Board of Adjustment Meeting:

<https://www.dropbox.com/scl/fo/824lx7mocg9s39u2pp7rl/h?dl=0&rlkey=Infk001v8rg8331sbsbla9uw0>

Feel free to contact me with any questions or comments.

Thank you,

*Sara Smith*

Administrative Assistant

Boone County Planning Commission

859-334-2196

859-334-2264