

**FLORENCE BOARD OF ADJUSTMENT
FLORENCE GOVERNMENT CENTER
COUNCIL CHAMBERS
BUSINESS MEETING
June 12, 2024
7:30 P.M.**

Ms. Lois Evans called the meeting to order at 7:30 P.M.

BOARD MEMBERS PRESENT

Ms. Lois Evans
Mrs. Lila Huff
Mr. Thomas Judd
Mrs. Linda Schaffer

BOARD MEMBERS NOT PRESENT

Mr. Duane Froelicher

STAFF MEMBERS PRESENT

Mr. Steven C. Lilly, Planner
Mr. Todd K. Morgan, AICP, Senior Planner

LEGAL COUNSEL PRESENT

Mr. Dale Wilson

APPROVAL OF MINUTES

Ms. Evans stated the Board received copies of the minutes of the Florence Board of Adjustment meeting of April 10, 2024. She asked if there were any other comments or corrections. Mr. Judd made a motion to approve the minutes as written and Mrs. Huff seconded the motion. Ms. Evans called for the vote and it carried unanimously.

ACTION ON REVIEWS

1. Request of **Sarah Hall** for a Conditional Use Permit. The Conditional Use Permit is to allow the existing single family residential dwelling to be used as a short term rental. The approximate 0.12 acre site is located at 73 West Cobblestone Court, Florence, Kentucky. The parcel is zoned Suburban Residential One/Planned Development (SR-1/PD).

Ms. Evans noted that there was no one present representing the applicant. A question was asked about how to proceed. Mr. Lilly stated that he was prepared to present the issue. Mr. Wilson said he would recommend having staff present the issue and if there are questions that need to be addressed by the applicant, the board can choose to table the meeting until such time as they could attend.

Ms. Evans asked if anyone had been in contact with the applicant. Mr. Lilly stated that he had exchanged emails with the applicant that morning confirming the time and address of the meeting.

Ms. Evans asked for staff to proceed with the presentation.

Staff Member, Steve Lilly, presented the Staff Report, which included a PowerPoint presentation.

Mrs. Huff stated that the staff report recommended a maximum of eight (8) guests, but one of the bedrooms was under 120 square feet and therefore should be limited to a single guest in that particular room. Mr. Lilly stated that this was an oversight.

Mrs. Schaffer stated that the applicant should verify the square footage of the bedrooms on the floor plan and she was in favor of requiring a fence along the portion of the rear yard that lacks a fence.

Mrs. Huff asked if staff mentioned the lack of fence due to the topography change. Mr. Lilly stated that the change in topography was a factor to consider as well as providing some additional privacy for the adjacent property. Mrs. Huff stated that she felt like a fence would resolve a safety concern.

Staff identified someone who had entered since the meeting had started. Heather Pilcher of 3045 Toulouse Drive, Union, Kentucky, identified herself as a friend of the applicant and wife of the property manager. She stated that she would be willing to answer questions or address the board on the applicant's behalf. She stated that the applicant lives out of state and her husband is out of town.

The Board stated that they needed to speak to the owner, or someone authorized by the owner as manager of the site to answer questions and address conditions that may be recommended.

After additional discussion, there was a motion by Mrs. Huff to table the meeting until such time as the owner or someone authorized can be present. Mrs. Schaffer seconded the motion. Ms. Evans called for the vote and the motion carried unanimously.

OTHER

No other business was discussed.

ADJOURNMENT

Ms. Evans asked for a motion to adjourn. Mrs. Huff made a motion to adjourn the meeting and Mr. Schaffer seconded the motion. Ms. Evans called for the vote and the meeting was adjourned by unanimous consent at 7:57 P.M.

APPROVED

Ms. Lois Evans

ATTEST:

Steven C. Lilly, PLS
Planner