

APPLICATION FORM

**BOARD OF ADJUSTMENT  
AND  
ZONING APPEALS ACTION  
BOONE COUNTY PLANNING COMMISSION**

See Boone County Zoning Regulations

**SECTION A** (To be completed by applicant)

- (Check One)
- Boone \_\_\_\_\_ Florence \_\_\_\_\_ Walton \_\_\_\_\_ Union \_\_\_\_\_
  - (Check One)  
 Conditional Use Permit \_\_\_\_\_ Variance \_\_\_\_\_ Appeal \_\_\_\_\_  
\_\_\_\_\_ Change in Non-Conforming Use \_\_\_\_\_
  - Applicant's Name SOUTHFOK CHRISTIAN CHURCH  
Phone Number 859-485-6117 Fax No. \_\_\_\_\_  
Applicant's Address 14990 SOUTHFOK CHURCH ROAD  
VERONA KENTUCKY 41092  
City State Zip
  - Description of Request: PROPERTY CURRENTLY ZONED A-1,  
REQUESTING CONDITIONAL USE FOR CHURCH
  - Name of Development SOUTHFOK CHRISTIAN CHURCH HALL
  - Location of Development 14990 SOUTHFOK CHURCH RD.  
VERONA, KY 41092
  - Acreage Under Review 3.057 ACRES (9.90 ACRES TOTAL)
  - Lot Number and Name of Subdivision (if part of a subdivision) \_\_\_\_\_
  - Owner of Property SOUTHFOK CHRISTIAN CHURCH  
Address of Property Owner 14990 SOUTHFOK Phone No. 859-485-6117  
VERONA KY 41092  
City State Zip
  - Proposed Use(s) on Site CHURCH FELLOWSHIP HALL  
AND PARKING LOT IMPROVEMENTS
  - Total Square Footage of Existing and/or Proposed Buildings 13,500 sq. ft. (New)
  - Current Zoning on Property A-1 + A-2
  - Deed Book 901 Page No. 155 Group No. ~~2074~~ 2074
  - Is the site subject to a zone change? NO  
If yes, give date of approval \_\_\_\_\_
  - Have you submitted a Site Plan with this request? YES
  - Have you submitted a list of adjoining property owners with this request? YES
  - I, or we, understand and agree that this application and drawing(s) are being filed in accordance with the Boone County Zoning Regulations.

ORIGINAL Property Owner's Signature: \_\_\_\_\_  
(Faxed, Photocopied or Scanned Signatures will NOT be Accepted)

ORIGINAL Applicant's Signature: JEFF BROWN  
(Faxed, Photocopied or Scanned Signatures will NOT be Accepted)

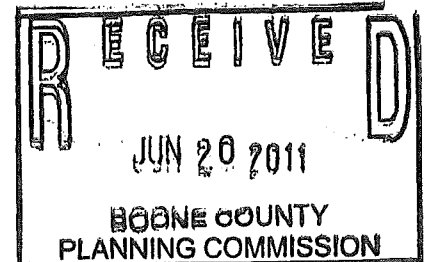
28 PC  
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**BOARD OF ADJUSTMENT AND  
ZONING APPEALS ACTION  
APPLICATION  
PAGE 2**

**SECTION B** (To be completed by the Boone County Planning Commission Staff)

1. Date Received 6/20/11 Fee Received 732.00
2. Is application complete?  Yes  No
3. Staff Reviewer \_\_\_\_\_
4. Scheduled Board Action Date \_\_\_\_\_
5. Board Action:  
 Approved  
 7/13/11 Approved with Conditions (See #6)  
 Denial (See #7)
6. Conditions of Approval: SEE 7/13/11 BCBOA Meeting  
MINUTES + C.C.U.R.
7. Reasons for Denial: \_\_\_\_\_

Boone County Planning Commission  
Boone County Administration Building  
2950 Washington Street, Room 317  
P.O. Box 958  
Burlington, Kentucky 41005  
(859) 334-2196 - Phone  
(859) 334-2264 - Fax  
plancom@boonecountyky.org - E-mail  
[www.boonecountyky.org](http://www.boonecountyky.org) - Web Page



**NOTE:** See Boone County Planning Commission Fee Schedule for Board of Adjustment Fees.

Site Plan Review is not granted by the appropriate Board of Adjustment.

An application consists of all fees paid in full, submitted drawings and a completed application form.

## STAFF REPORT

APPLICANT: South Fork Christian Church

LOCATION: West Side of South Fork Church Road and across from 14896 and 14936 South Fork Church Road, Boone County, Kentucky

ZONING: Agriculture (A-1) and Agricultural Estate (A-2)

DATE: July 13, 2011

### PROPOSAL

The applicant has requested a Conditional Use Permit to allow the construction of a 13,500 square foot church fellowship hall on a site across the road from the existing South Fork Christian Church, and to the immediate south of an existing church parking lot that is on an adjoining tract. The proposed fellowship hall is a one story structure with a 90 foot by 150 foot footprint, and a 3/12 pitch gabled roof that is covered with standing seam metal. The structure is proposed to be covered with metal siding panels with a drip edge break on the lower portions of the walls to create a wainscot effect. The main entrances on the north and east facades are covered with gabled canopies that are supported by architectural columns on brick bases with limestone caps. Sidewalk connections between these two entrances and the adjoining property lines are shown on the submitted plan. The applicant's architect made Staff aware that they may be making some parking lot improvements to the western side of the church campus after it is determined what the parking requirement will be.

### SITE CHARACTERISTICS

The fellowship hall site is a 3.3 acre tract on the west side of South Fork Church Road that has no immediate lot frontage. Legal access to this tract will be through the adjoining tract to the north which contains the Church's parking lot. Approximately 11 percent of the tract at the southeast most corner is within the A-2 zone, and the remaining approximate 89 percent is within the A-1 zone. The proposed building is entirely within the A-1 zone. There are currently no structures on the tract. A blue line stream (Big South Fork) wraps around the south and west boundaries of the site. The site is largely cleared with the exception of tree cover in the creek valley along the south and west boundaries. The overall topography of the site is gently sloping from east to west down to the creek.

### SITE HISTORY

A Conditional Use Permit was conditionally approved by the Board of Adjustment on December 10, 2003 to allow an addition to the South Fork Christian Church building across the road. This addition had two levels and a 5,040 square foot footprint. A Major Site Plan for the construction of the addition and parking improvements was approved by the Boone County Planning Commission on February 27, 2011.

### APPLICABLE REGULATIONS

Article 2, Section 220 of the Boone County Zoning Regulations states that one of the duties of the Board of Adjustment and Zoning Appeals is to grant conditional uses as specified in this zoning order, with such additional safeguards as will uphold the intent of the order.

Article 6, Section 613 of the Boone County Zoning Regulations permits "churches, synagogues, temples, and other places of religious assembly for worship" as conditional uses within the Agricultural (A-1) zoning district. Article 6, Section 623 permits this same use category as a conditional use in the Agricultural Estate (A-2) zoning district.

Article 33, Section 3325 of the Boone County Zoning Regulations states that the parking requirement for a church is 1 space per 3 seats that can be used at one time.

Article 30, Section 3007 of the Boone County Zoning Regulations states that "property involving a conditional use and/or variance shall be subject to the Boone County Planning Commission Site Plan review and approval if required by an individual zoning district."

The Board should evaluate the applicant's request for a Conditional Use Permit as it relates to the criteria necessary for granting a Conditional Use Permit as stated in Sections 262 and 613 of the Boone County Zoning Regulations.

Findings listed in Section 262 (Findings For All Conditional Use Permits):

1. Will be harmonious with and in accordance with the general objectives, or with any specific objective of the County's Comprehensive Plan, a specific corridor plan and/or the zoning order;
2. Will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and shall not change the essential character of the same area;
3. Will not be hazardous to existing or future neighboring uses;
4. Will be served adequately by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water and sewer, and schools; or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately such services;
5. Will not create excessive additional requirements at public cost for public facilities and services and will not be detrimental to the economic welfare of the community;
6. Will not involve uses, activities, process, materials, equipment and conditions of operation that will be detrimental to any persons, property, or the general welfare by reason of excessive production of traffic, noise, smoke, dust, fumes, glare, or odors;
7. Will have vehicular approaches to the property which shall be so designated as not to create an interference with traffic on surrounding public thoroughfares.

Article 6, Section 613 of the Boone County Zoning Regulations allows "churches" as conditional uses in the A-1 district provided that:

- a. the activity is an integral part of the agricultural use of the land, and the activity is not of scale, nature or other character which will detract or conflict with the principal purposes of the district; or
- b. the activity is necessary to provide the specified public service for the character of the activity does not overpower, transcend or conflict with the principal purpose of the district;

- c. provided the arrangement of use, building or structure is mutually compatible with the organization of permitted and accessory uses to be protected in the district.

Article 6, Section 623 of the Boone County Zoning Regulations allows "churches" as conditional uses in the A-2 district provided that:

- a) the activity is an integral part of the agricultural or residential use of the land, and the activity is not of scale, nature or other character which will detract or conflict with the principal purposes of the district; or
- b) the activity is necessary to provide the specified public service for the residents of the district so long as the service area, use, scale or other character of the activity does not overpower, transient or conflict with the principal purpose of the district; and
- c) provided the arrangement of use, building or structure is mutually compatible with the organization of permitted and accessory uses to be protected in the district.

#### RELATIONSHIP TO THE COMPREHENSIVE PLAN

The 2005 Boone County Comprehensive Plan's Future Land Use Map designates the northeast part of the site near the South Fork Church Road frontage as "Public/Institutional." The remainder of the tract is designated as "Rural Lands." These two classifications are described as follows:

Public/Institutional (P) – Public and commercial outdoor recreation including golf courses, parks, race tracks, private reserves, wooded areas that serve an established recreation use, etc.

Rural Lands (RL) – Wooded, agricultural, recreational, or low density residential uses of up to one dwelling unit per two acres for the 25 year land use plan. Residential construction in Rural Lands does not occur in a formal subdivision.

The following Future Land Use Development Guidelines from the 2005 Boone County Comprehensive Plan applies to the application:

- A. Developments in Boone County should begin with an assessment of the existing site features to determine positive and useful attributes, as well as features which should or can be preserved. Development design should incorporate the use of these attributes for the benefit of the development and the County as a whole, rather than leveling an entire site to meet a pre-conceived project design. Development plans should identify such areas, and delineate disturb limits to protect those areas that have been defined ("Utilization of Existing Vegetation and Topography," pg. 140).
- B. Developments in Boone County should give consideration to the overall design of the area. Design should be a primary concern at the early stages of the development, with an emphasis on the aesthetic impact of the proposed use. The minimal use of signs is encouraged; signage should be adequate to identify a specific development, but should not be used as a means to compete for motorist attention. The objective is to avoid the confusion and/or distraction of motorists, and to avoid the potential negative impacts of signs on the visual appearance of a development or corridor. Overhead utility lines should be placed underground wherever possible, and junction boxes screened from public view ("Design, Signs, and Historic Preservation," pg. 142).

SURROUNDING LAND USES AND ZONING

- A. A parking lot and cemetery that are part of the South Fork Christian Church complex are located to the north (A-1).
- B. A mining operation that is across the creek and in Gallatin County is located to the south and west/southwest. A wooded area that is across the creek and in Gallatin County located to the west/northwest.
- C. A gravel parking lot is located to the immediate east of the proposed Fellowship Hall (A-1 and A-2). The existing South Fork Christian Church, parsonage, and another single-family residence are located across South Fork Church Road to the east (A-1 and A-2).

STAFF COMMENTS

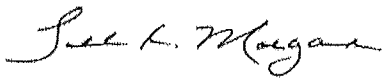
- 1. Staff would like the applicant to address the following:
  - A. Is any site lighting being proposed? *not at this time*
  - B. What are the proposed colors of the building? *250*
  - C. Approximately how many people have been attending Sunday Services?
  - D. What types of activities will take place in the Fellowship Hall?
  - E. The preliminary Site Plan does not show the proposed canopies on the north and east elevations. Are any other improvements proposed on the lot?
- 2. Staff has the following concerns:
  - A. A parking study will need to be performed to determine the feasibility of the project. The parking requirement for a church is one parking stall per three seats that can be used at any given time. The total number of seats in the church and Fellowship Hall will need to be analyzed if both buildings will be used at the same time. The architect for the project indicated that this may cause the church to add onto the parking lot that is located immediately to the north of the Fellowship Hall.
  - B. The architect for the project informed Staff that the church has leased property from Sterling Materials for the last couple of years. The lease area is located immediately to east of the proposed Fellowship Hall and fronts on South Fork Church Road. The church has converted this area into a gravel parking lot with two entrances on South Fork Church Road. This parking lot was constructed without permits from Boone County Planning Commission or Boone County Public Works. The parking lot cannot remain because it is off premise and does not meet several code requirements (hard surface parking, 10' setback from road, driveway spacing, etc.).
  - C. The lack of seating and parking information makes it hard to evaluate the full impact of the project. It's possible that the church may have to add a significant amount of parking to the site based on their seating. Staff would like the opportunity to review all the proposed improvements so appropriate recommendations can be made to the Board.

3. A Major Site Plan will need to be submitted if the Board grants the Conditional Use Permit. The Site Plan will need to address setbacks, existing and proposed grades, storm water detention, etc.

CONCLUSION

Section 220 of the Boone County Zoning Regulations gives the Boone County Board of Adjustment and Zoning Appeals the authority to act on the request.

Respectfully submitted,



Todd K. Morgan, AICP  
Senior Planner, Zoning Services

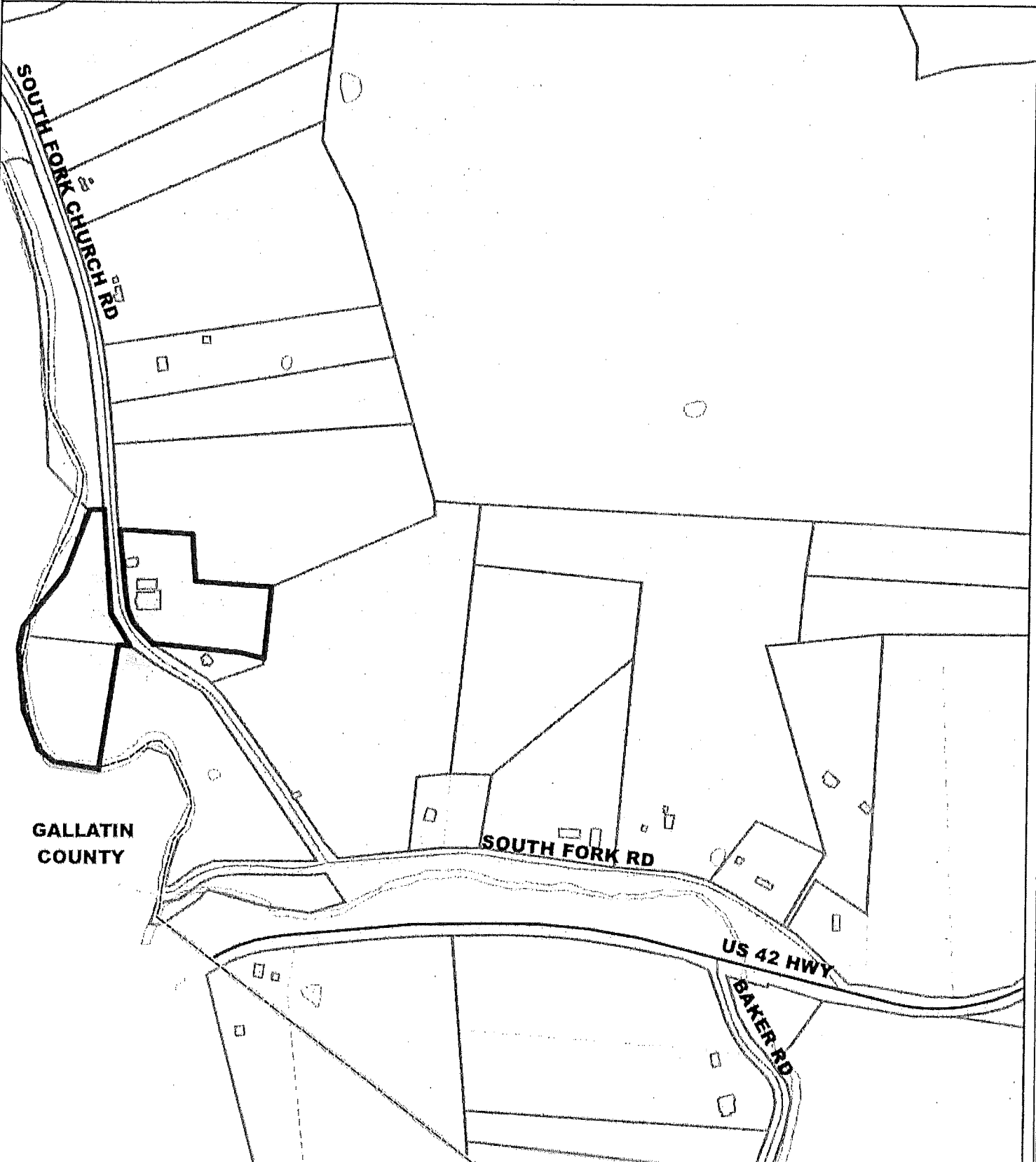
TKM/dw

Attachments

Site Vicinity Map  
Preliminary Site Plan  
Elevations Drawings  
Floor Plan  
2009 Aerial Map  
Zoning Map  
Future Land Use Map  
Topographical Map  
Application

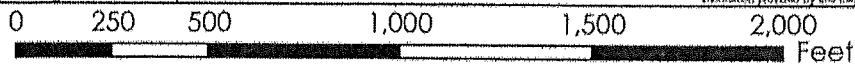
# SITE VICINITY MAP

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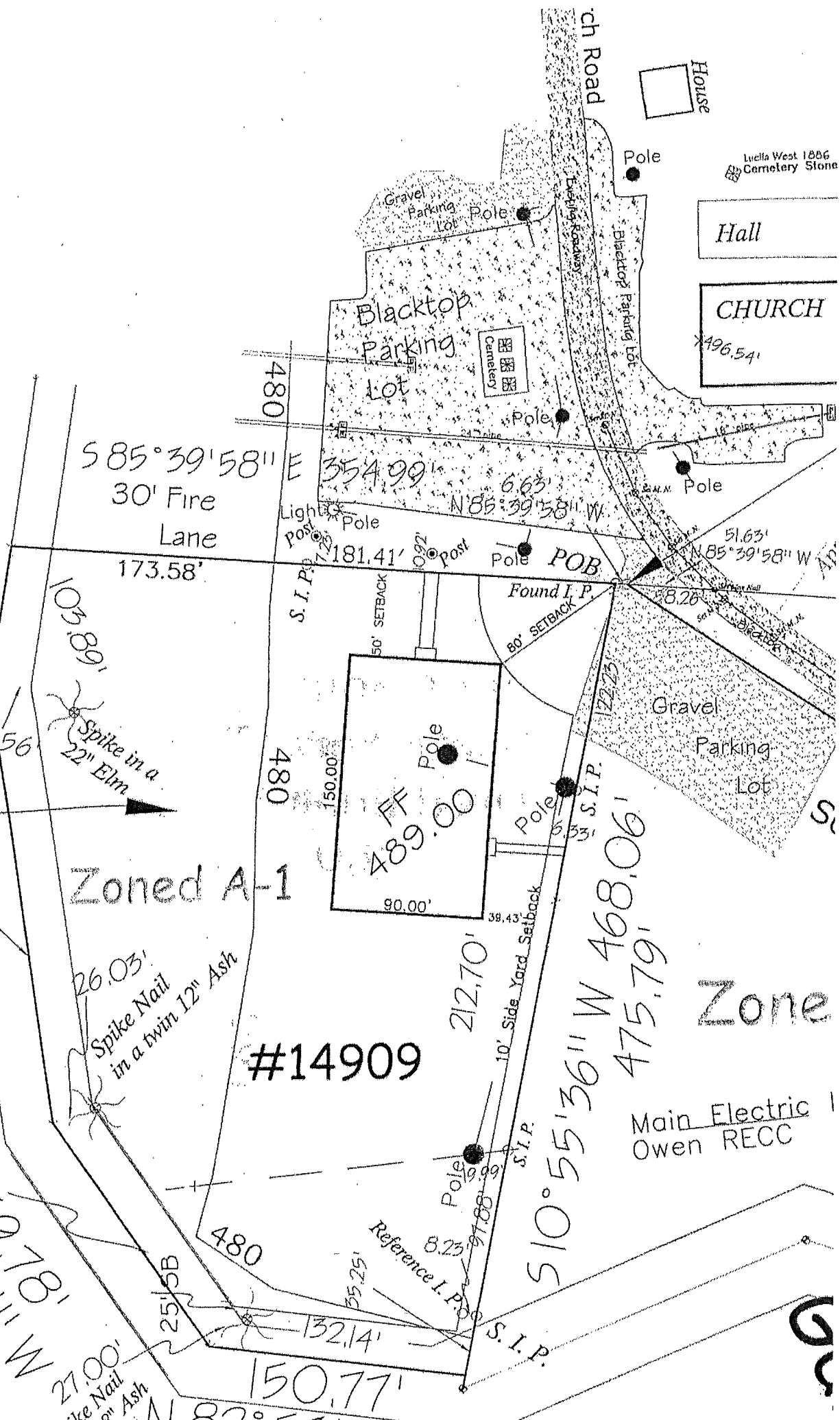
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**Boone County GIS - Putting Northern Kentucky on the Map**

h

N 08° 28' 04" E 757.24'  
N 08° 14' 15" W  
N 34° 42' 11" W  
N 34° 15' 78" W  
N 87° 53' 10" W



585° 39' 58" E 354.99'  
30' Fire Lane  
173.58'

480

480

#14909

480

150.77'

489.00  
90.00'

POB

CHURCH

Hall

496.54'

House

Lucilla West 1886  
Cemetery Stone

Zone

Main Electric Owen RECC

S 10° 55' 36" W 468.06'  
475.79'

212.70'

8.23'

97.85'

132.14'

8.23'

97.85'

38.43'

6.33'

51.63'

8.26'

51.63'

8.26'

51.63'

8.26'

51.63'

8.26'

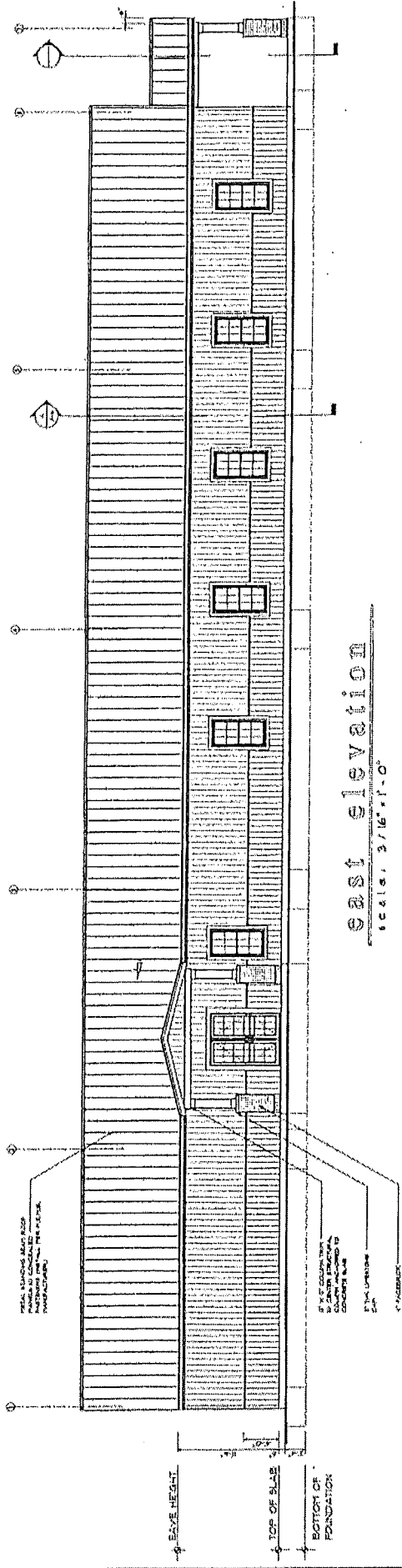
51.63'

8.26'

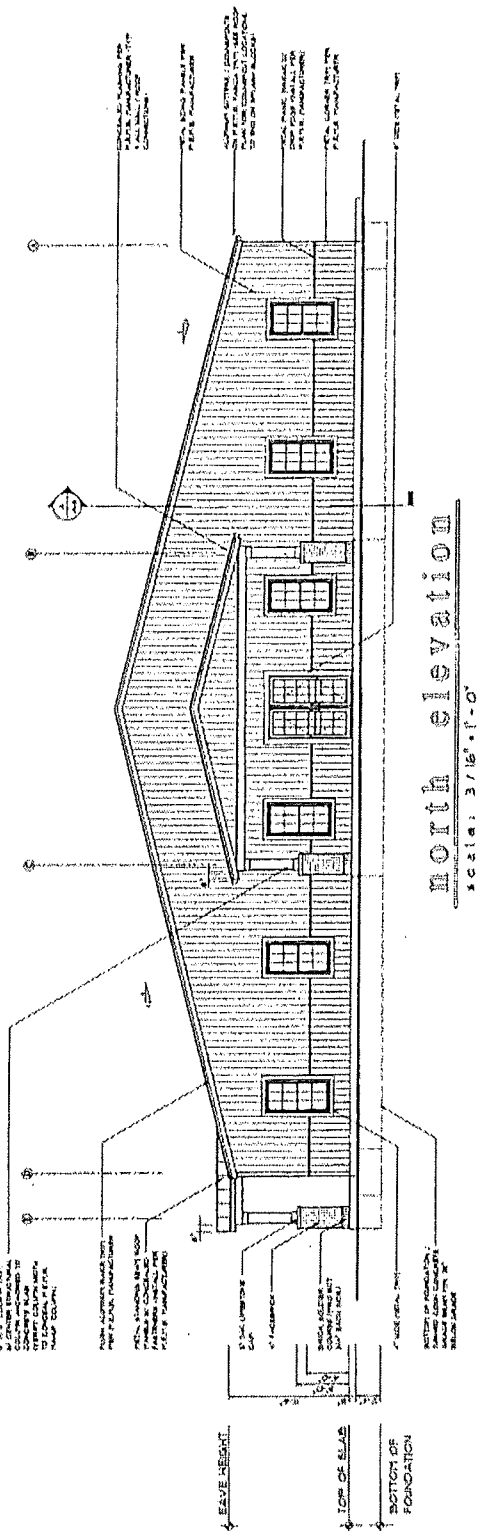
51.63'

8.26'

51.63'



east elevation  
scale: 3/16" = 1'-0"



north elevation  
scale: 3/16" = 1'-0"

8" X 12" EXTERIOR WALL  
CONCRETE BLOCK  
CONCRETE SLAB  
TO EXTERIOR FACE  
WALL TOPPING

8" X 12" EXTERIOR WALL  
CONCRETE BLOCK  
CONCRETE SLAB  
TO EXTERIOR FACE  
WALL TOPPING

8" X 12" EXTERIOR WALL  
CONCRETE BLOCK  
CONCRETE SLAB  
TO EXTERIOR FACE  
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8" X 12" EXTERIOR WALL  
CONCRETE BLOCK  
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WALL TOPPING

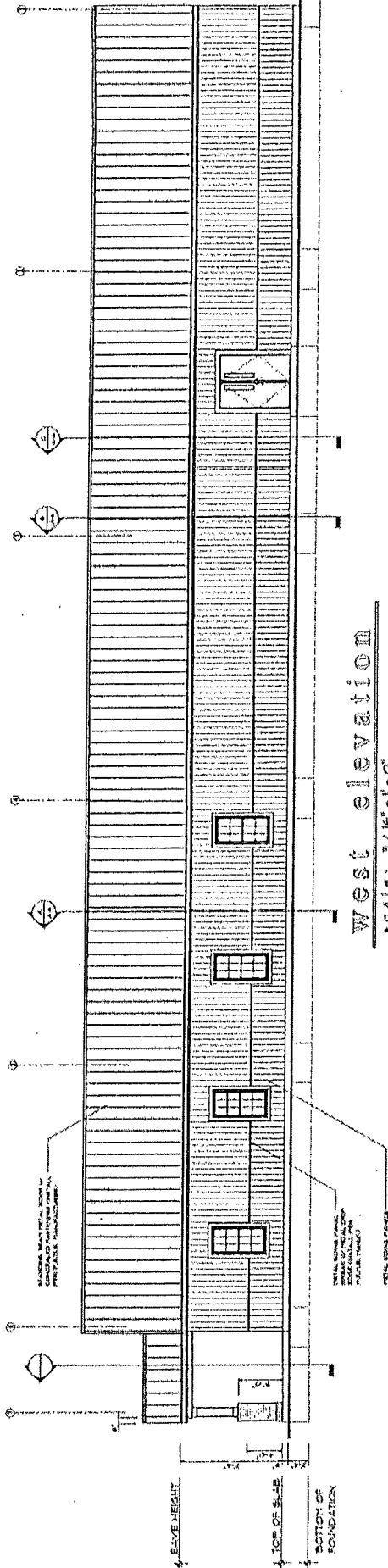
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FELLOWSHIP HALL  
FOR  
SOUTHFORK CHRISTIAN CHURCH  
14896 SOUTH FORK CHURCH RD., VERONA, KY 41092

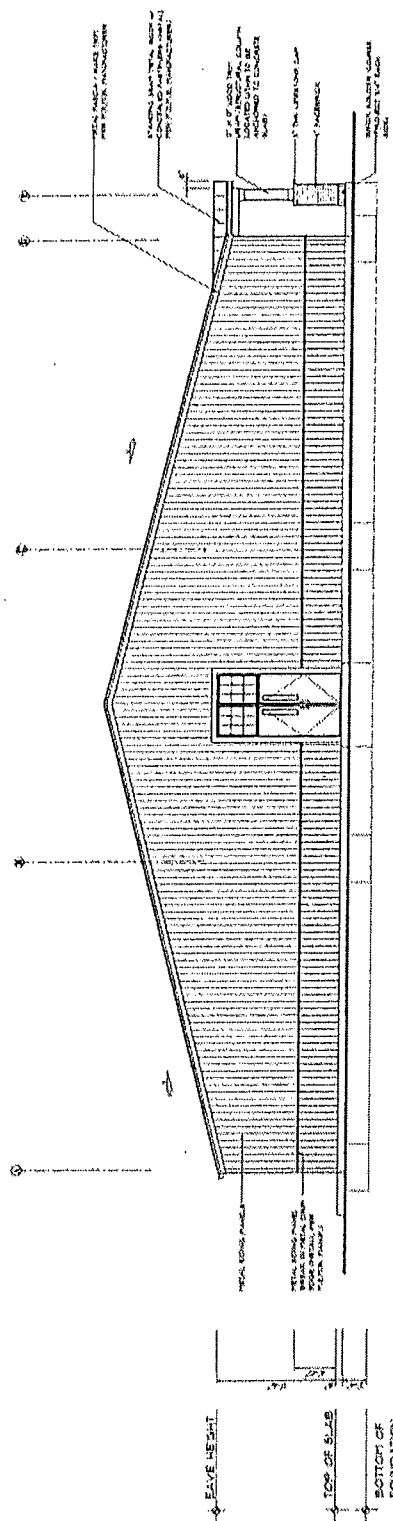
JOSEPH A. BROWN  
REGISTERED ARCHITECT, P.L.L.C.  
P.O. BOX 1049  
MARSHALL, KENTUCKY 40335  
PHONE 502-651-6771

Project Name: \_\_\_\_\_  
Scale: \_\_\_\_\_  
Sheet: \_\_\_\_\_ of \_\_\_\_\_

Drawn by: \_\_\_\_\_  
Checked by: \_\_\_\_\_  
Date: \_\_\_\_\_  
A-2  
Sheet 2 of 12



**West elevation**  
 scale: 3/16" = 1'-0"



**South elevation**  
 scale: 3/16" = 1'-0"

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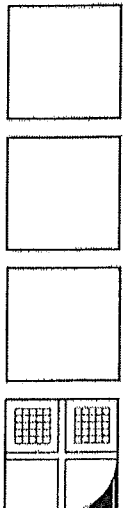
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 OF: 3

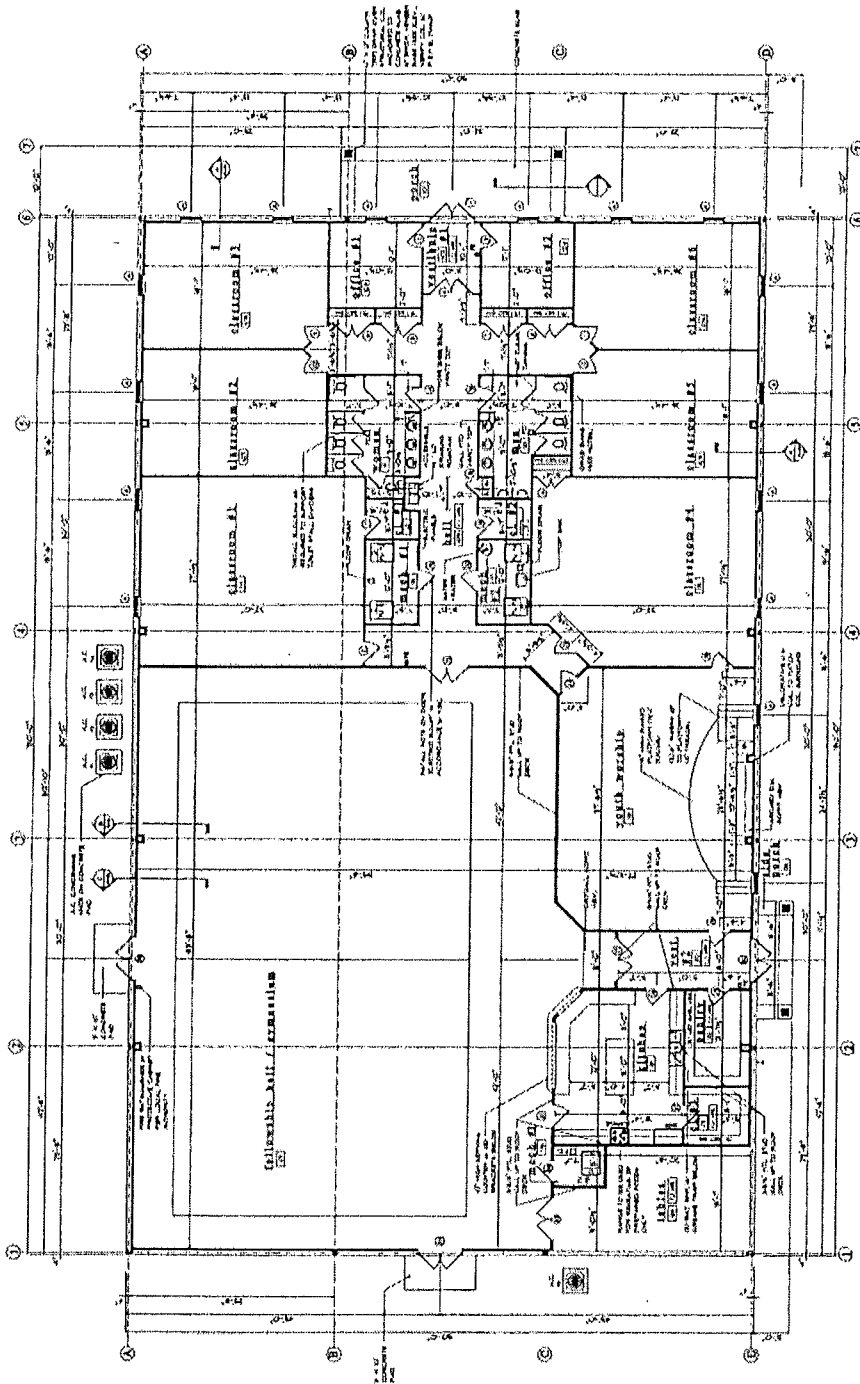
PROJECT: FELLOWSHIP HALL  
 CLIENT: SOUTH FORK CHURCH

ARCHITECT: JOSEPH A. BROWN  
 REGISTERED ARCHITECT, P.L.L.C.  
 P.O. BOX 1046  
 WARREN, KENTUCKY 40385  
 PHONE: 606-681-7471

FELLOWSHIP HALL  
 FOR  
**SOUTH FORK CHRISTIAN CHURCH**  
 14896 SOUTH FORK CHURCH RD. VERONA, KY 41092

14896 SOUTH FORK CHURCH RD. VERONA, KY 41092





FLOOR PLAN  
SCALE: 1/8" = 1'-0"

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FELLOWSHIP HALL  
FOR  
**SOUTH FORK CHRISTIAN CHURCH**  
14896 SOUTH FORK CHURCH RD. VERONA, KY 41092

**JOSEPH A. BROWN**  
REGISTERED ARCHITECT, P.L.L.C.  
P.O. BOX 1045  
WASLEY, KENTUCKY 41095  
PHONE: 859-451-8771

Sheet No. **A-5**  
Date: \_\_\_\_\_  
Scale: \_\_\_\_\_

Project Name: \_\_\_\_\_  
Client: \_\_\_\_\_

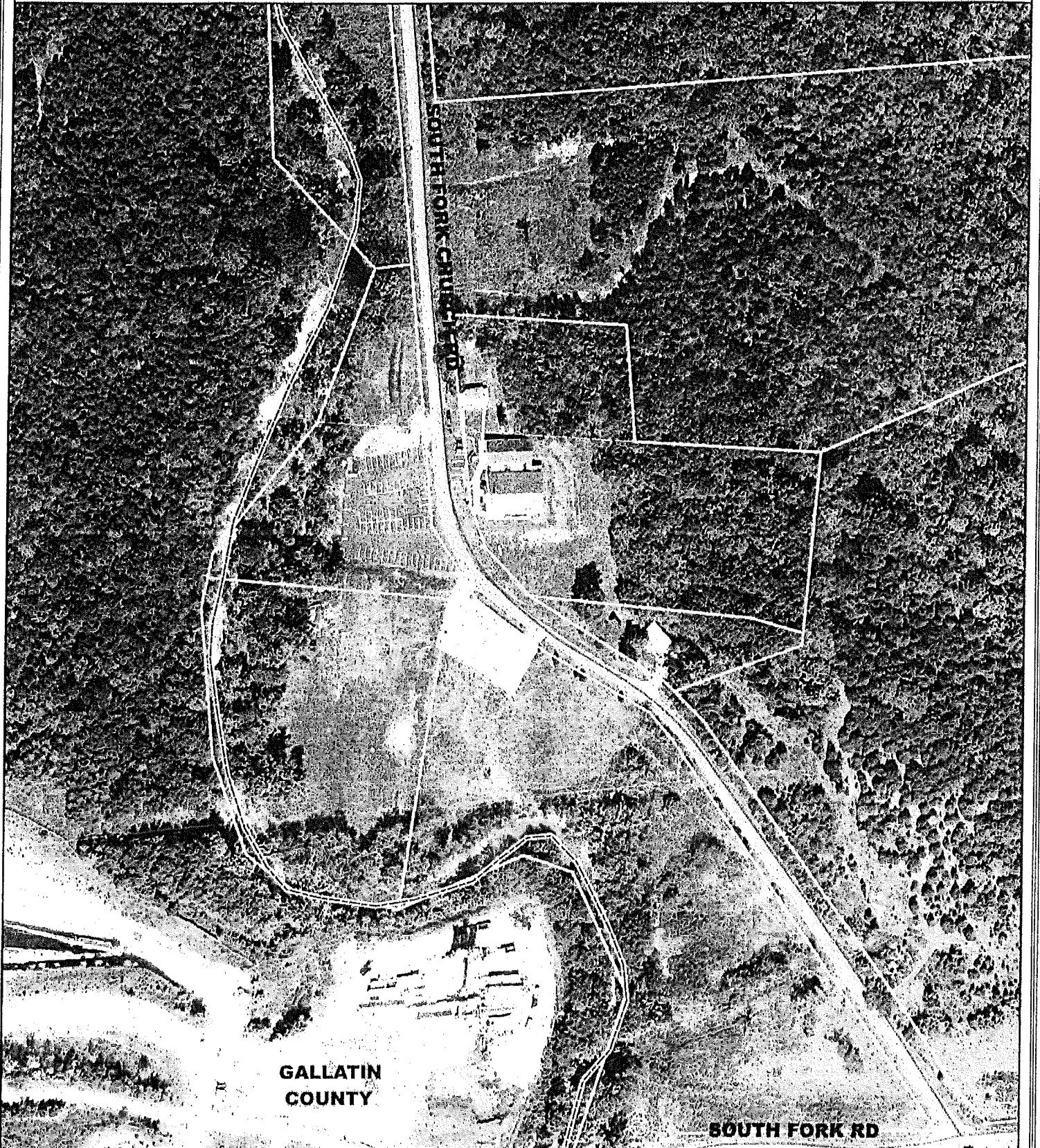
Architect: \_\_\_\_\_  
Contractor: \_\_\_\_\_

JOSEPH A. BROWN  
REGISTERED ARCHITECT, P.L.L.C.  
P.O. BOX 1045  
WASLEY, KENTUCKY 41095  
PHONE: 859-451-8771

FELLOWSHIP HALL  
FOR  
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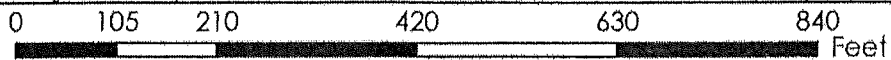

# 2009 AERIAL MAP

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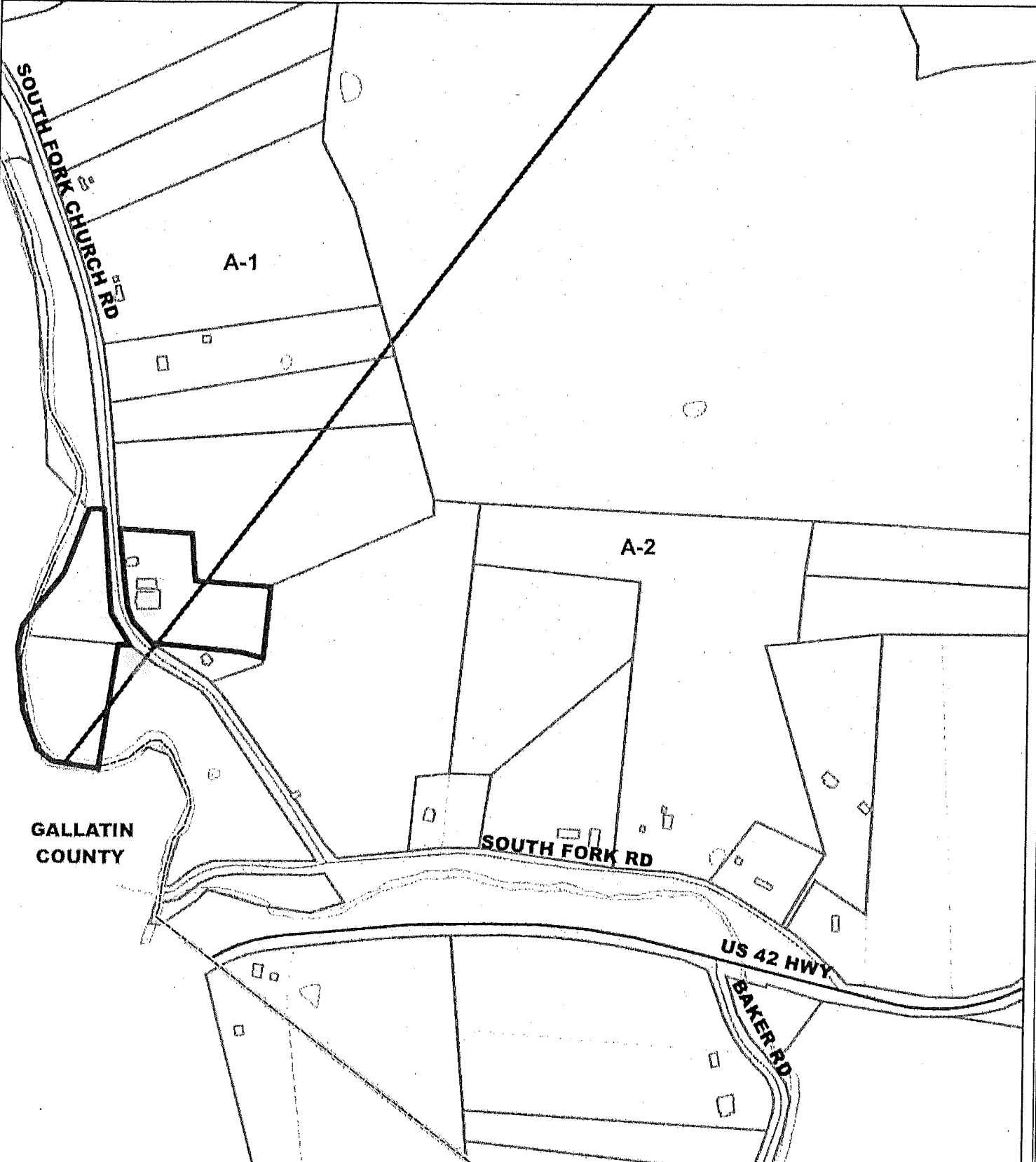
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**Boone County GIS - Putting Northern Kentucky on the Map**

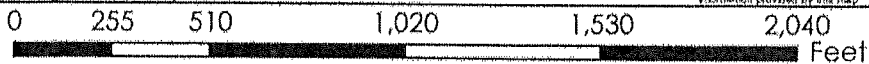
# ZONING MAP

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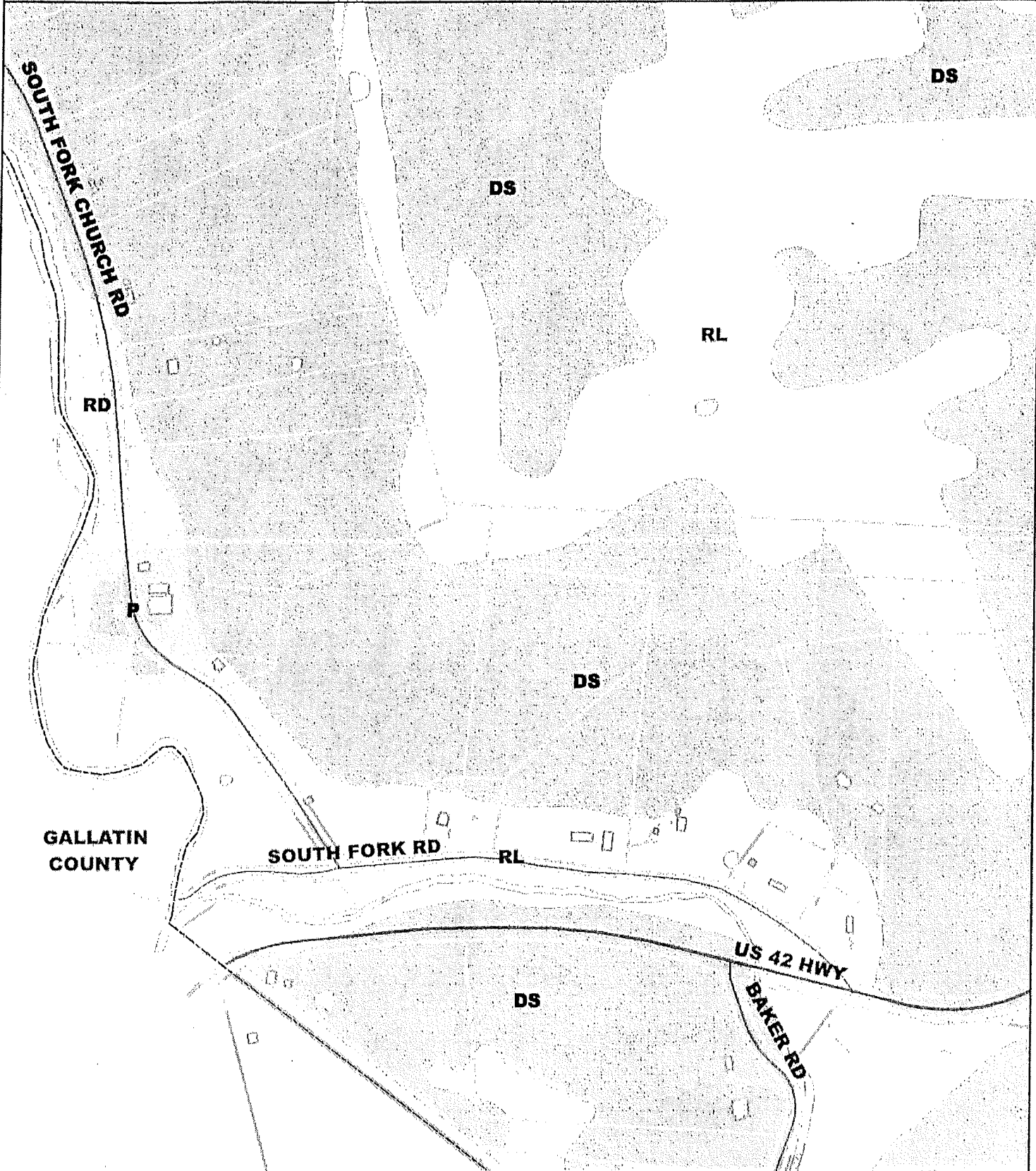
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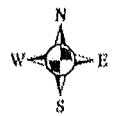
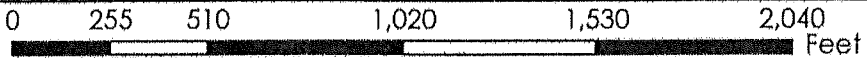
# FUTURE LAND USE MAP

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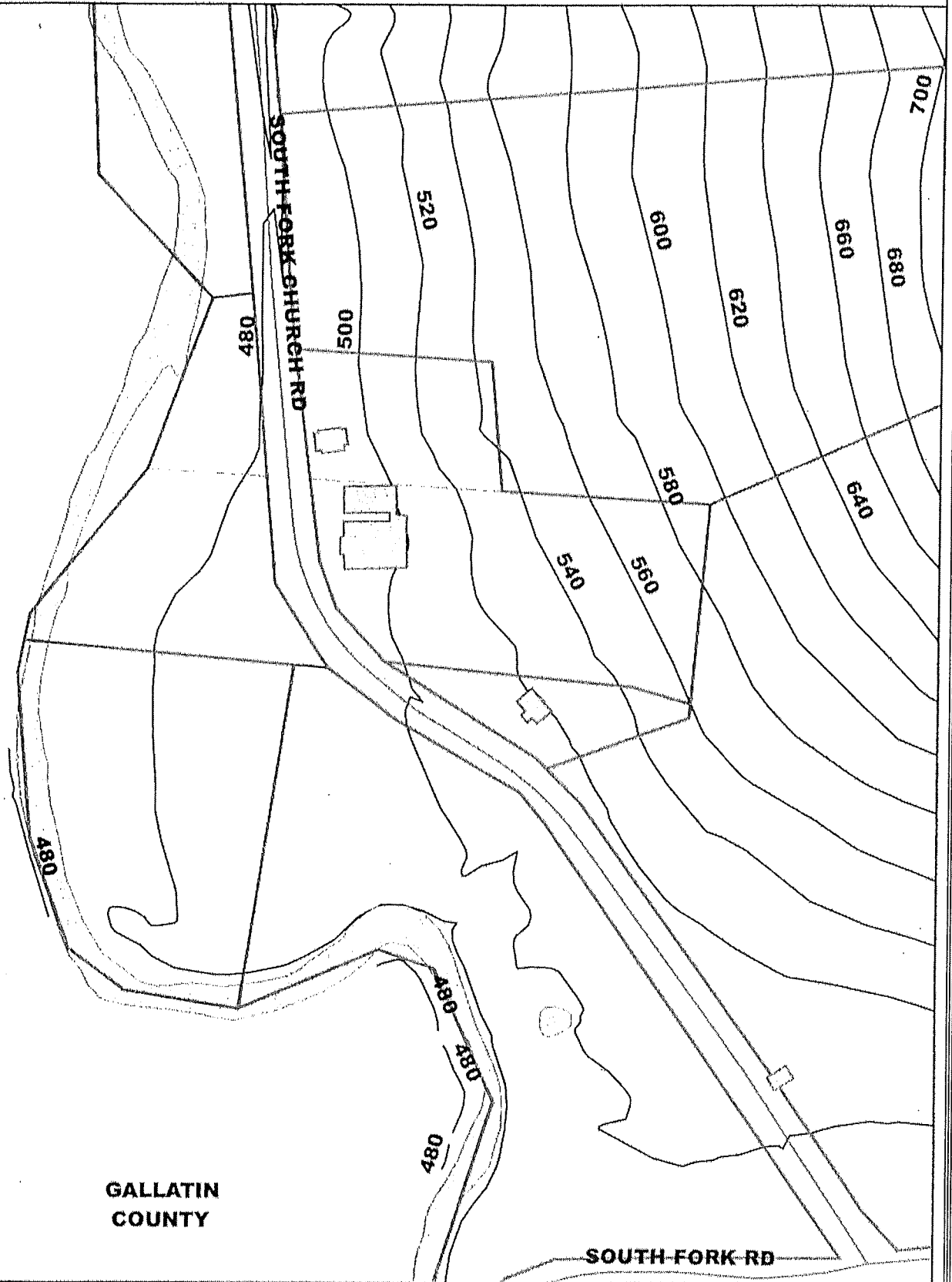
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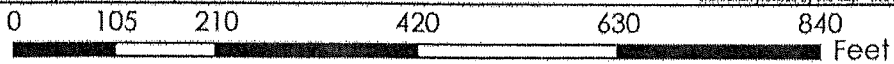
# TOPOGRAPHICAL MAP

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See Boone County Zoning Regulations

SECTION A (To be completed by applicant)

(Check One)

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- 12. Total Square Footage of Existing and/or Proposed Buildings 13,500 S.F. (NEW)

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- 14. Deed Book 901 Page No. 155 Group No. ~~\_\_\_\_\_~~ 2074

- 15. Is the site subject to a zone change? NO  
If yes, give date of approval \_\_\_\_\_

- 16. Have you submitted a Site Plan with this request? YES

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- 18. I, or we, understand and agree that this application and drawing(s) are being filed in accordance with the Boone County Zoning Regulations

ORIGINAL Property Owner's Signature: \_\_\_\_\_  
(Faxed, Photocopied or Scanned Signatures will NOT be Accepted)

ORIGINAL Applicant's Signature: JOHN BROWN  
(Faxed, Photocopied or Scanned Signatures will NOT be Accepted)

(over)

DB PG  
244 176

COPY

CLUR #11-BCBOA-007-A

CERTIFICATE OF LAND USE RESTRICTION

1. NAME AND ADDRESS OF PROPERTY OWNER(S)  
South Fork Christian Church  
14896 South Fork Church Road  
Verona, KY 41092
2. ADDRESS OF PROPERTY  
14896 South Fork Church Road  
Verona, KY 41092
3. NAME OF SUBDIVISION OR DEVELOPMENT (if applicable)  
South Fork Christian Church
4. DEED BOOKS & PAGE NOS. 244/176; 961/155      GROUP NO. 2074
5. TYPE OF RESTRICTION(S) (Check all that apply)
- Zoning Map Amendment:  
From \_\_\_\_\_ To \_\_\_\_\_
- Conditional Use Permit
- Development Plan                       Conditional Zoning
- Subdivision Plat  
(Not Recorded)                       Other:
- Variance
6. NAME AND ADDRESS OF PLANNING COMMISSION, BOARD OF ADJUSTMENT, LEGISLATIVE BODY OR FISCAL COURT WHICH MAINTAINS THE ORIGINAL RECORDS CONTAINING THE RESTRICTION

BOONE COUNTY PLANNING COMMISSION  
2950 WASHINGTON STREET, ROOM 317  
P.O. BOX 958  
BURLINGTON, KENTUCKY 41005

Todd K. Morgan  
SIGNATURE OF COMPLETING OFFICIAL

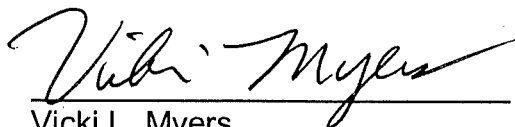
Todd K. Morgan, AICP, Senior Planner  
Name and Title of Completing Official

COMMONWEALTH OF KENTUCKY

COUNTY OF BOONE

Subscribed, sworn to, and acknowledged before me by Todd K. Morgan on behalf of the

Boone County Planning Commission this 19 day of July, 2011.



Vicki L. Myers

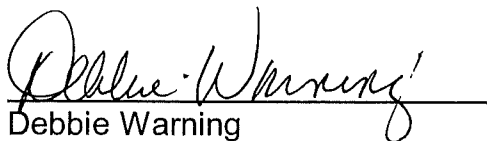
Notary ID 438411

NOTARY PUBLIC, State at Large

My commission Expires:

April 17, 2015

This instrument was prepared for recording purposes only by:



Debbie Warning

Boone County Planning Commission

2950 Washington Street, Room 317

P.O. Box 958

Burlington, Kentucky 41005

NO TITLE EXAMINATION

(Legal Description and source of Title and Group Number furnished by the applicant.)

CONDITIONS OF APPROVAL

The following Conditions of Approval apply to the Conditional Use Permit approved by the Boone County Board of Adjustments and in accordance with the current zoning in effect as of July 13, 2011 Certificate of Land Use Restriction (#11-BCBOA-007-A), for South Fork Christian Church, Property Owner(s).

The following conditions will apply:

- 1) The church campus shall comply with the parking requirements found in the Boone County Zoning Regulations.
- 2) No parking can be proposed within 10 feet of an exterior property line.
- 3) The gravel parking lot on the Sterling Materials lot shall be removed no later than one month after the new parking lot(s) is constructed.
- 4) Street frontage landscaping shall be provided in areas where new additions are constructed.
- 5) A Major Site Plan application shall be approved by Boone County Planning Commission Staff before any construction occurs on site.

The approved Conditional Use Permit as well as the preceding conditions apply to the property described in:

DEED BOOKS & PAGE NOS. 244/176; 961/155

GROUP NO. 2074