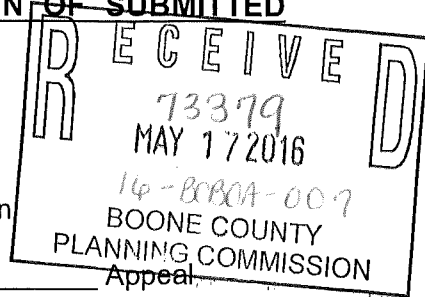


APPLICATION FORM

BOARD OF ADJUSTMENT AND ZONING APPEALS ACTION BOONE COUNTY PLANNING COMMISSION

FIVE (5) SCALED COPIES AND ONE (1) 11X17 REDUCTION OF SUBMITTED DRAWINGS ARE REQUIRED

See Boone County Zoning Regulations



SECTION A (To be completed by applicant)

- 1. (Check One) X Boone Florence Walton Union
2. (Check One) X Conditional Use Permit Variance Appeal
3. Applicant's Name Viox & Viox, Inc. - Marc Gloyeske
Applicant's Address 466 Erlanger Road Erlanger KY 41018
Phone Number 859-727-3293 Fax No. 859-727-8452 E-Mail mgloyeske@vioxinc.com
4. Description of Request: Addition of a parking lot on the west side of the existing church
5. Name of Development Refuge Holiness Tabernacle Parking Lot Addition
6. Location of Development 5949 Jefferson Street Burlington, KY 41005
7. Acreage Under Review 0.70 AC
8. Lot Number and Name of Subdivision (if part of a subdivision) Lot 64 Town of Burlington
9. Owner of Property Refuge Holiness Tabernacle
Address of Property Owner 5949 Jefferson Street Burlington KY 41005
10. Phone Number Fax No. E-Mail
11. Proposed Use(s) on Site Parking Lot to serve existing church
12. Total Square Footage of Existing and/or Proposed Buildings 3,200 SF
13. Current Zoning on Property SR-2/SC
14. Deed Book 1048 Page No. 823 Group No. 2024
15. Is the site subject to a zone change? no
16. Have you submitted a Site Plan with this request? no
17. Have you submitted a list of adjoining property owners with this request? yes
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: [Signature] (Faxed, Photocopied or Scanned Signatures will NOT be Accepted)

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

**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 5/17/16 Fee Received 782⁰⁰- Receipt # 73379
2. Is application complete? Yes No
3. Staff Reviewer _____
4. Scheduled Board Action Date _____
5. Board Action:
 Approved
 6/8/16 Approved with Conditions (See #6)
 Denial (See #7)
6. Conditions of Approval: SEE STAFF COMMENTS
JA, JB, JC, JD, AND JE
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 - 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: Viox & Viox, Inc. for Refuge Holiness Tabernacle

LOCATION: 5949 Jefferson Street, Boone County, Kentucky

ZONING: Suburban Residential Two/Small Community Overlay (SR-2/SC)

DATE: June 8, 2016

PROPOSAL

The applicant is requesting a Conditional Use Permit to allow a parking addition to be constructed to the west (rear yard) of Refuge Holiness Tabernacle Church. Access to the parking lot would be provided from Gallatin Street. The parking lot is shown with twenty-one (21) parking stalls, a 10.7' setback from the northern property line, and a 19.3' setback from the western property line. A storm water quality area is shown to the northwest of the parking lot. A landscaping plan was also submitted showing the trees and shrubs that are proposed along the northern and western property lines.

APPLICABLE ZONING REGULATIONS

Section 220 of the Boone County Zoning Regulations states that one of the duties of the Board of Adjustment is to grant conditional use permits as specified by the zoning order.

The Board needs to evaluate the request as it relates to the criteria necessary for granting Conditional Uses as stated in Sections 262 & 2012 of the Boone County Zoning Regulations.

Findings listed in Section 262 (General Standards Applicable to All Conditional Uses):

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.

Section 2012 of the Boone County Zoning Regulations permit churches as Conditional Uses in the Small Community Overlay District (SC) in the following cases:

1. When the operation is locating in a building which is larger than 2,500 square feet;
2. When major exterior alterations or additions are proposed which increase the size of use or structure;
3. When the operation requires more than ten (10) parking spaces, or
4. The proposal requires the construction of a new building on a vacant lot.

Section 2012 of the Boone County Zoning Regulations indicates that churches may be permitted as Conditional Uses subject the approval and conditions of the Board provided that:

- a. the activity is an integral part of the area's function as a small community center, and is not of scale, nature, or character which will detract from or conflict with the principal purpose and continued well-being of the center;
- b. the arrangement of use, building, or structure is compatible with the arrangement or organization of permitted and accessory uses which are to be protected in the district;
- c. historical and architectural characteristics are protected from inappropriate alteration to existing structures and new buildings are sensitive to the established character of the SC overlay. Additions and structural alterations will be reviewed for conformance with the Secretary of Interior's Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings.

Section 2020 of the Boone County Zoning Regulations states that construction proposals in the SC overlay district that are within the Burlington Town Plan Strategic Plan area, and that require site plan review (major or minor), are subject to specified design standards contained in that Plan. The design standards are outlined in pages 17 through 19 of the Burlington Town Plan Strategic Plan in the sections entitled Site Layout, Architectural Details/Ornamentation for Existing Historic Buildings, Exterior Siding, Windows and Doors, Building Roofs, and New Construction and Additions. Review of construction proposals for compliance with these design standards shall be performed by the Planning Commission staff through the site plan procedure. Proposals subject to these standards shall submit architectural drawings as outlined in Section 3004, #21.

Section 3620 of the Boone County Zoning Regulations requires a street frontage buffer to be installed along the Gallatin Street frontage for the length of the new improvements (excluding the access point). The buffer needs to be a minimum of 10' wide and contain trees and shrubs.

Buffer Yard Table #1 in the Boone County Zoning Regulations requires Buffer Yard A to be installed between along the northern and western property lines for the length of the new improvements because the developing and adjoining properties are both zoned SC Overlay. Buffer Yard A contains the following plantings per 100 linear feet:

- 5 small trees (Plant List C) or 3 large/medium/or evergreen trees (Plant List A, B, or D)
- 30 small shrubs (Plant List E) or 15 small shrubs (Plant List C)

RELATIONSHIP TO THE COMPREHENSIVE PLAN

The 2010 Boone County Comprehensive Plan's "2035 Future Land Use Plan" designates the site in question for "Commercial" and "Public/Institutional" uses. These designation are described as follows:

Commercial © - "retail, corporate and professional office, interchange commercial, indoor commercial recreation, restaurants, services, etc."

Public/Institutional (P) - "Government offices, schools, libraries, churches, cemeteries, fairgrounds, maintenance areas, etc."

The following passages from the Land Use Element relate to the request:

- A. Developments in Boone County must recognize the potential impacts upon adjoining land uses and incorporate a transition of land uses, building setbacks, and/or landscaping to minimize these impacts. Potential impacts include visual, noise or vibrations, odors, dust, smoke, and light. Buffering to mitigate these impacts should be an integral part of the design of proposed projects; existing site features should be used in meeting this guideline. Developments should provide buffering along public roadways, to soften the visual impact. Appropriate wooded areas and stream valleys should remain as open space within developments and between developments. Developments proposed adjacent to planned or established open spaces should provide pedestrian access where appropriate. Natural green space benefits the community as well as encourages developers to create innovative development designs through clustering of buildings and impermeable area. Typically, buffering is required and provided between unlike land uses; however, as the development of Boone County fills in previously rural areas, different lot sizes and designs of residential development sometimes impact each other. Where an appropriate gradation of lot size and setbacks cannot be designed into a proposed residential subdivision development of a significantly higher density than existing adjacent residential uses, deliberate vegetation buffering may need to be incorporated into the design to help protect low density residential areas. Buffer areas should use and supplement existing site features where possible (Future Land Use Development Guideline, Buffering, pp. 162-163).
- B. Developments in Boone County must recognize the potential impacts of stormwater runoff. Developments must design and incorporate adequate provisions for the channelization and control of the rate of stormwater flow on and from the site. One goal of local storm water programs should be to minimize the amount of storm water generated by decreasing the amount of pavement and encouraging green rooftops. Creating less runoff by increasing on-site infiltration is a method of managing runoff (Future Land Use Development Guideline, Stormwater Management and Erosion Control, pg 163).
- C. Developments in Boone County should give consideration to the overall design of the area. Site, landscape, and building design should be a primary concern at the early stages of the development, with an emphasis on the aesthetic impact of the proposed use. (Future Land Use Development Guideline, Design, Signs, and Historic Preservation, pg 164).
- D. "Burlington proper will continue to experience growth-related pressures. The influence of residential subdivisions in the surrounding areas, and the associated traffic, will necessitate improved traffic controls and management, particularly at KY 18 and KY 338. Central Burlington includes a National Register Historic District. Historically important structures

should be protected from development pressures, or be subject to appropriate adaptive re-use to retain the character of central Burlington. This approach is encouraged in historic Burlington by a limited design review process adopted in the 2008 Boone County Zoning Regulations. As Boone County grows, there will be a greater need for public facilities and services. The 2002 Burlington Town Strategic Plan addresses the unique transportation, parking, public facilities, historic preservation, and subdivision characteristics of the area. The new Boone County Justice Center and the Boone County Public Safety Center Complex have reinforced Burlington as the hub of local government activity. Some private investment, mainly in restaurant and shop uses, as well as the TEA-21 Transportation Enhancement Grant for sidewalks indicates momentum for investment in the town center. Appropriate architecture and placement of new or renovated buildings is critical to respect the established character of the town" (Burlington Area, pp. 174-175).

The following passage from the Preservation Element (Burlington, National Register Historic District, pp. 109-110) relates to the proposal:

- A. The Burlington Historic District presents a crucial preservation challenge. Efforts should be made to insure that a mixture of governmental, commercial, and residential activity continues to function in Burlington. Burlington has the rare opportunity to capitalize on its unique architectural landscape, small town charm and rural atmosphere. Poorly designed new construction, already apparent in several Burlington locations, will destroy this valuable character. The town's historic buildings should be rehabilitated and adaptively reused to meet the realities of a rapidly changing county, and the challenges of the 21st century. A positive step in this direction was the development in 2002 - 2003 of the Burlington Town Strategic Plan. The plan's mission statement is "to energize the central town of Burlington into a healthy business and residential center of Boone County by using the public services, special events activity, and historical character of the town as a foundation." The plan includes recommendations designed to enhance the infrastructure, streetscape, architectural design, marketing and tourism potential of Burlington. Several recommendations, including the above mentioned update of the National Register District nomination, have already been implemented.

The following Goals & Objectives from the 2010 Boone County Comprehensive Plan apply to the application:

- A. The incremental effects of developments on the environment, including, but not limited to storm water, erosion, woodlands, streams, and views shall be addressed with public involvements (Environment, Objective).

SURROUNDING LAND USES & ZONING

North: Single-Family Residential Dwellings Fronting on Perlate Street (SR-2/SC)

South: Single-Family Residential Dwellings Fronting on Jefferson Street and Gallatin Street (SR-2/SC)

East: Church, Antiques Store, and Single-Family Residential Dwellings Fronting on Jefferson Street (SR-2/SC)

West: Single-Family Residential Dwellings Fronting on Gallatin Street (SR-2/SC)

SITE CHARACTERISTICS

The subject property is approximately 0.7 acres in area and is located on the northwest corner of Jefferson Street and Gallatin Street. The property contains 105.25' of frontage on Jefferson Street and 289' of frontage on Gallatin Street. The existing church building is constructed predominately with metal siding and roofing and is 3,200 square feet (80' x 40') in area. The building is located approximately 139' from the front property line (Jefferson Street) and 109' from the rear property line. All the church parking (approximately 17 stalls) is located in the Gallatin Street right-of-way. Boone County GIS shows that the topography of the property falls from 842 feet above sea level at the front property line to 830 feet above sea level at the rear property line.

STAFF COMMENTS

1. The Board needs to analyze the Conditional Use Permit criteria before acting on the request.
2. Staff outlined a number of questions about the proposal to the applicant. These questions pertained to hours of operation, lighting, number of seats, and two different landscape issues (street frontage landscaping along Gallatin Street and providing continuous evergreen plantings along the north and west boundaries of the parking area to reduce headlight glare). Answers to these questions are outlined in the attached 5/31/16 e-mail from Marc Gloyeske of Viox & Viox. The updated landscape plan mentioned in the e-mail has not been provided as of this writing.

Staff recommends that the commitments outlined in this e-mail be included as conditions in any approval of this application, aside from the hours of operation, which are very limited as currently proposed (7:30 pm to 9:00 pm on Wednesdays and 10:00 am to 8:00 pm on Sundays). To accommodate occasional events such as weddings, funerals, fellowship dinners, etc., staff recommends a condition which would allow normal operations to occur between 9:00 am and 9:00 pm on every day of the week.

3. Comments from Scott Pennington, P.E., Boone County Engineer, regarding the existing parking which backs out into Gallatin Street are attached. To provide adequate visibility at the Gallatin Street/KY 338 intersection, he recommends that the 25 foot area closest to the intersection be cross hatched as "no parking."
4. The concept plan was reviewed by the Planning Commission's consulting engineer, Jonathon Brown, P.E., P.L.S. Mr. Brown did not identify any issue with the concept plan from an engineering perspective, but stated that calculations which supported the drainage design would need to be provided at the site plan stage. Regarding the storm water outlet, he stated that the best solution is to pipe the underdrain across the downstream property into the defined swale on the western side of the downstream property, but that is beyond the scope of our requirements.
5. Staff recommends the following conditions if the request is approved:
 - A. No additional exterior lighting shall be provided.
 - B. Seating for services or other church events shall be limited to one hundred (100) seats.
 - C. All applicable "Landscaping Along Street Frontages" requirements in Section 3620 of

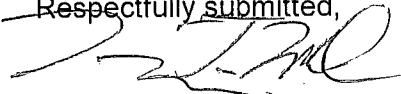
the Boone County Zoning Regulations (10' minimum width and planting standards) shall be met along Gallatin Street where the new improvements adjoin the street.

- D. A continuous row of evergreen trees shall be added to the landscape plan along the north and west boundaries of the new parking area.
- E. Normal church operations shall occur only between the hours of 9:00 am and 9:00 pm, and are permitted to occur on every day of the week.
- F. To provide adequate visibility at the Gallatin Street/KY 338 intersection, the initial 25 foot area of the existing paved parking along Gallatin Street that is closest to the intersection shall be cross hatched as "no parking."

CONCLUSION

KRS 100.237 and 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,



— FOR —
Todd K. Morgan, AICP
Senior Planner, Zoning Services

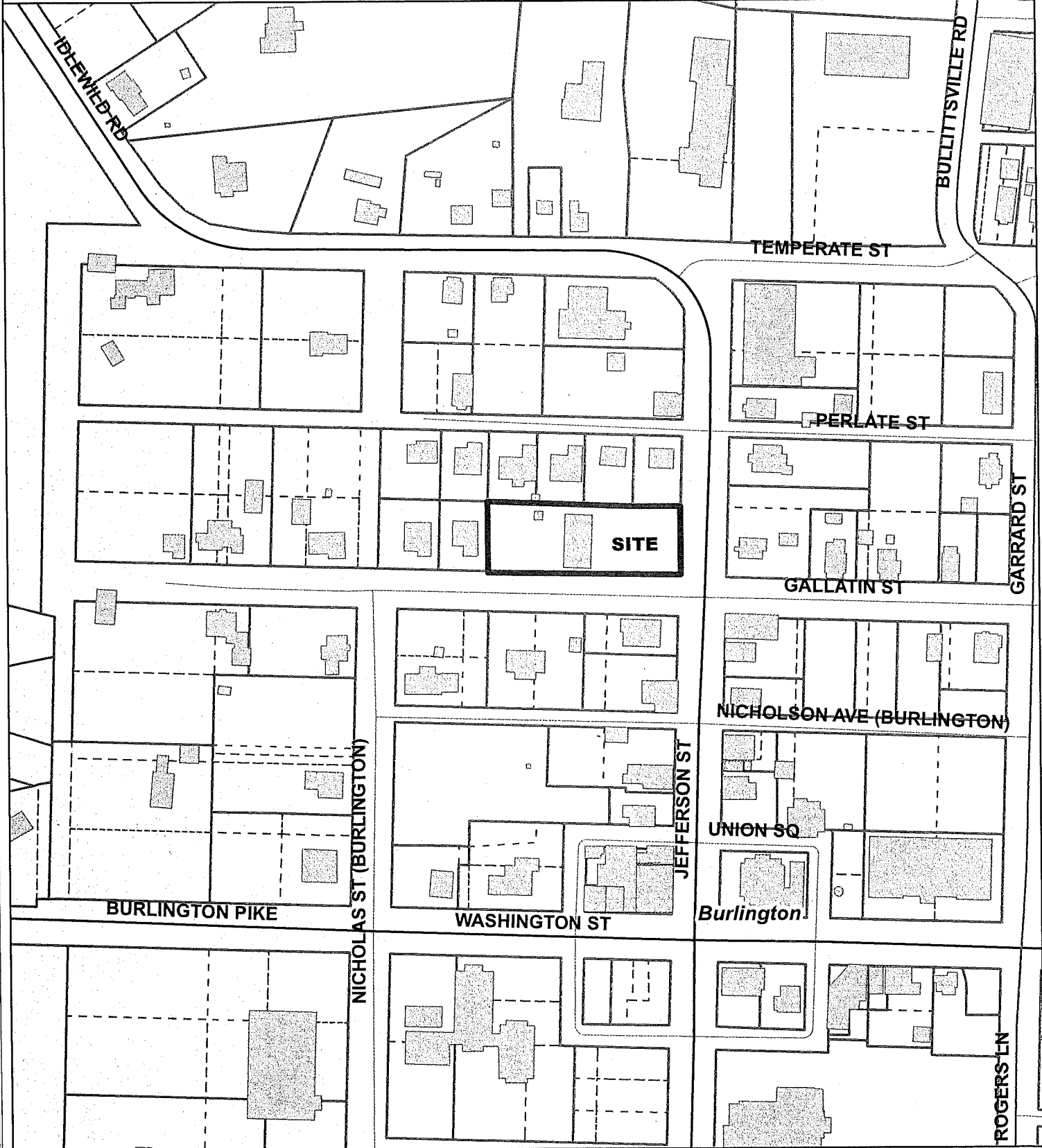
TKM/tlb

Attachments

- *Site Vicinity Map
- *Conceptual Plans
- *Zoning Map
- *Future Land Use Map
- *Topographical Map
- *2012 Aerial Map
- *Burlington Town Plan Design Standards
- *5/31/16 E-Mail From Marc Gloyeske, Viox & Viox
- *5/31/16 E-Mail From Scott Pennington, P.E., Boone County Engineer
- *Application

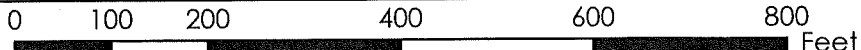
SITE VICINITY MAP

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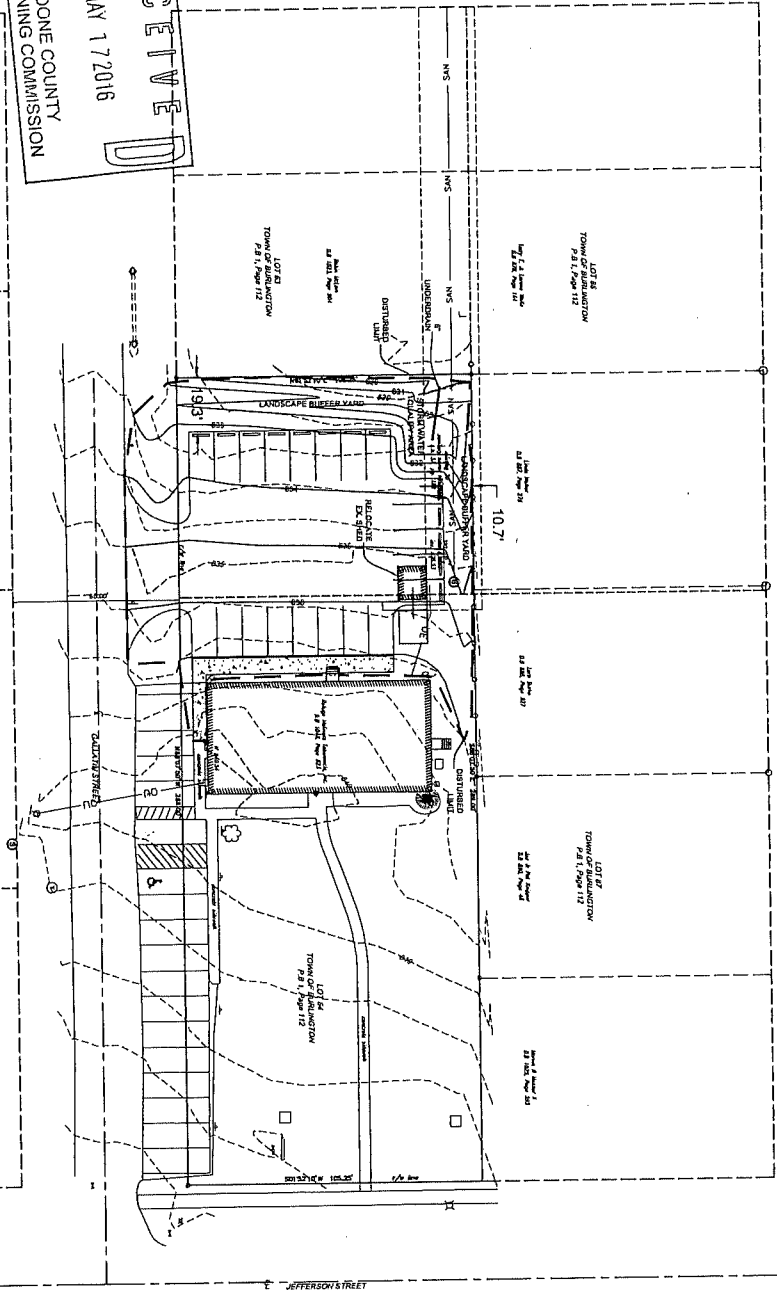


1 inch = 200 feet




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RECEIVED
 BOONE COUNTY
 PLANNING COMMISSION
 MAY 17 2016



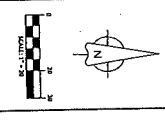
- GENERAL NOTES:**
1. OWNER: REFUGE HOLINESS TABERNACLE
 2. TOTAL AREA: 4.07 ACRES
 3. ALL EXISTING UTILITIES ON THE SITE WILL BE RECORDED
 4. EXISTING SOIL TYPES: TYPICAL AND NOT RECORDED
 5. EXISTING SEWER: 30" DIA. 15' DEPTH
 6. EXISTING WATER: 12" DIA. 15' DEPTH
 7. EXISTING POWER: 4" DIA. 15' DEPTH
 8. EXISTING CABLE: 12" DIA. 15' DEPTH
 9. EXISTING SIGN: EXISTING SIGN
 10. EXISTING LIGHTING: EXISTING LIGHTING
 11. CALL: THE MANAGER COMMUNICATIONS

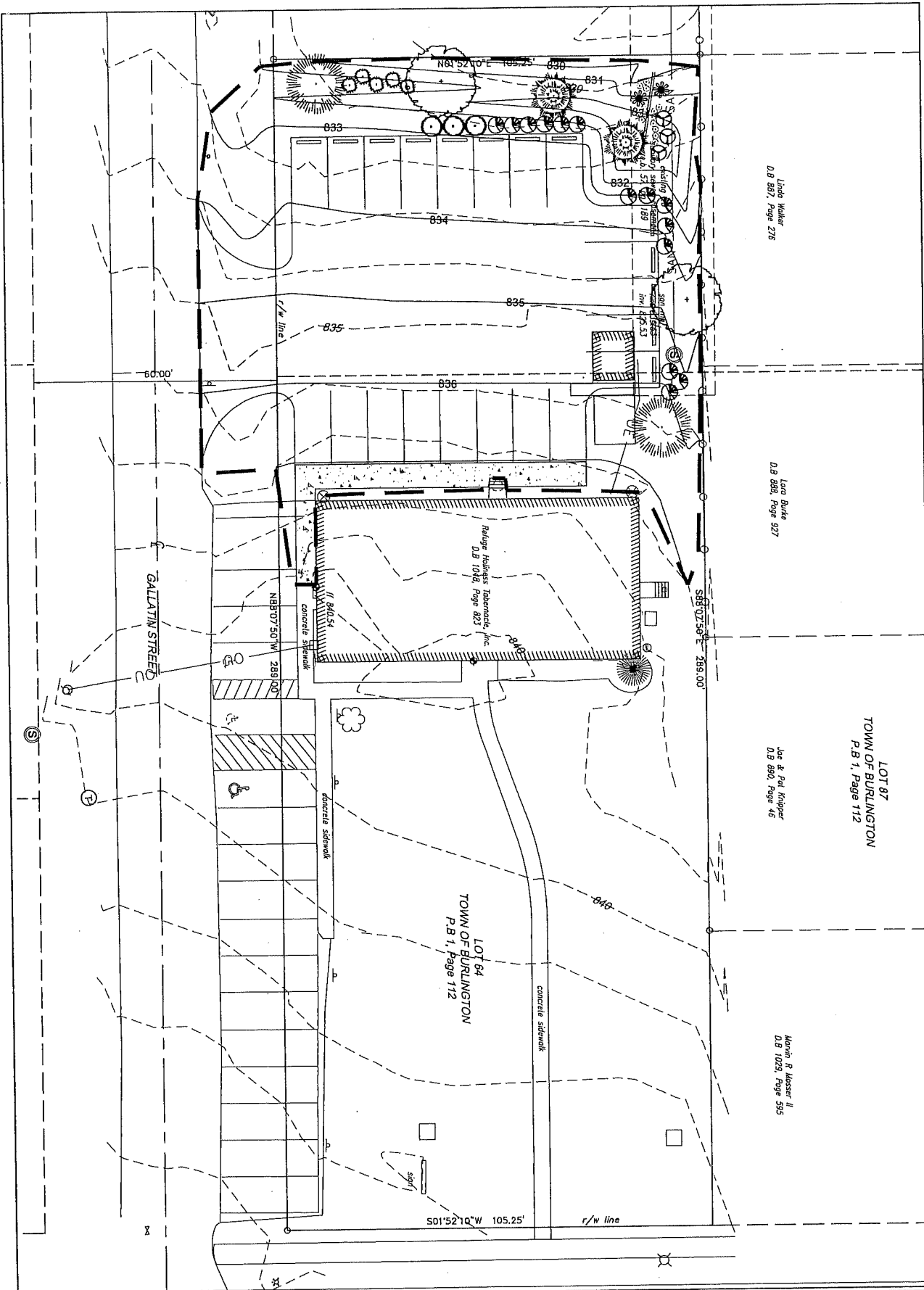
REFUGE HOLINESS TABERNACLE
 CONCEPT PLAN
 CITY OF BURLINGTON
 BOONE COUNTY, KENTUCKY
 OVERALL SITE PLAN


VIOX & VIOX
 Civil Engineers, Surveyors, and Landscape Architects
 456 Ettinger Road • Ettinger, Kentucky 41018
 PH (859) 272-2262 • FAX (859) 272-4432 • www.viox.com

Project No.	Client	Address	Approval	Approval
Date:	Est. No.:	Plot Stamp:	Scale:	Scale:
10/2/2015	1500	1:1000		

Rev.	By	Date	Chk.
1			





Linda Walker
D.B. 887, Page 276

Lara Duke
D.B. 888, Page 927

Joe & Paul Koopfer
D.B. 890, Page 46

March R. Messer II
D.B. 1020, Page 395

LOT 87
TOWN OF BURLINGTON
P.B. 1, Page 112

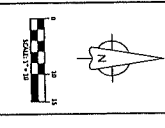
LOT 64
TOWN OF BURLINGTON
P.B. 1, Page 112

REFUGE HOLINESS TABERNACLE
CONCEPT PLAN
CITY OF BURLINGTON
BOONE COUNTY, KENTUCKY
OVERALL SITE PLAN

VIOX & VIOX
Civil Engineers, Surveyors, and Landscape Architects
466 Efinger Road • Efinger, Kentucky 41018
Ph: (606) 727-3293 • Fax: (606) 727-8432 • www.viox.com

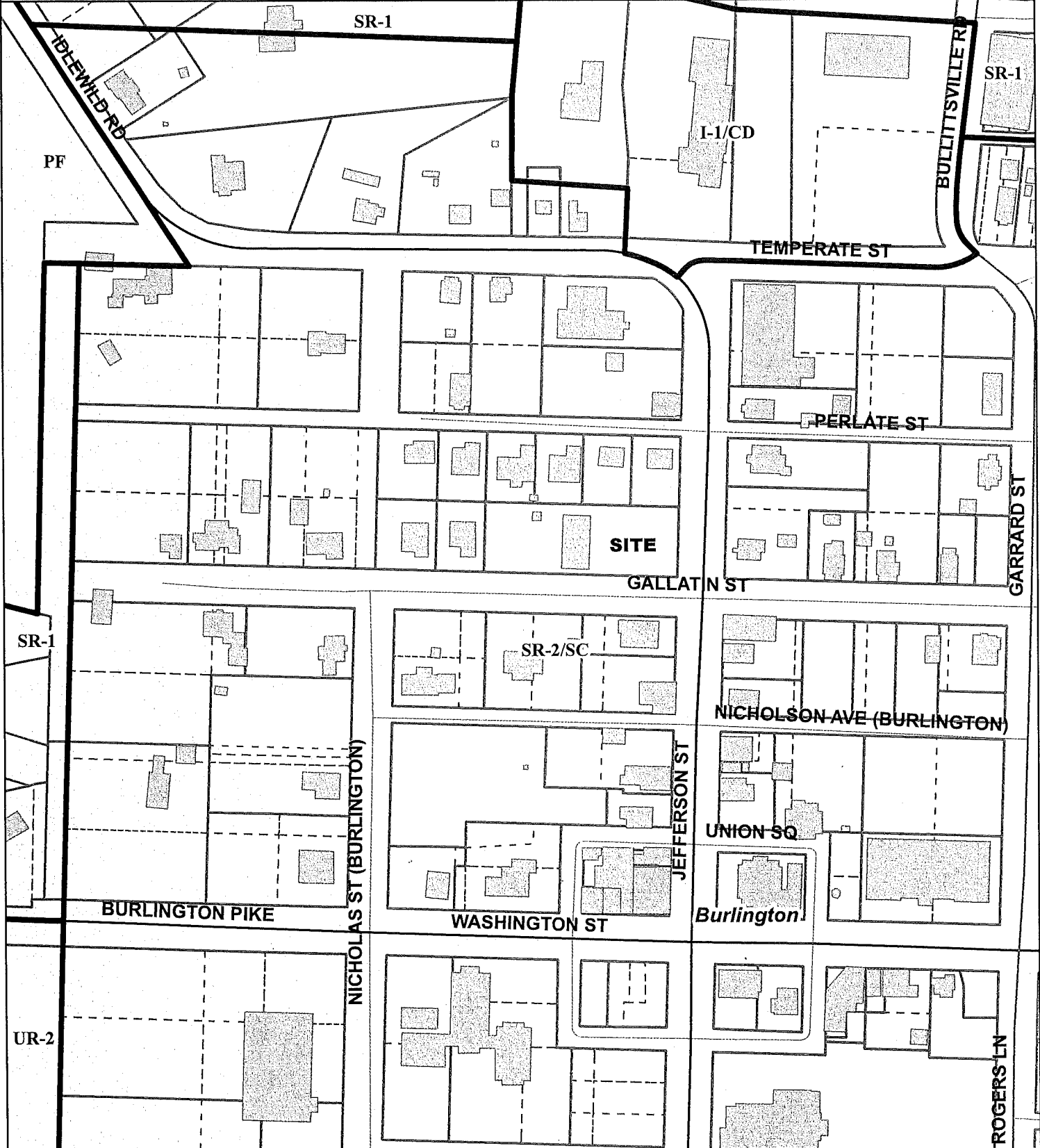
Project No. _____ Date: 10/20/16
Client: _____ Set: 1/10
Surveyed: _____ For: Refuge Holiness Tabernacle
Approved: _____

Rev.	Description	Date	By	CHK.



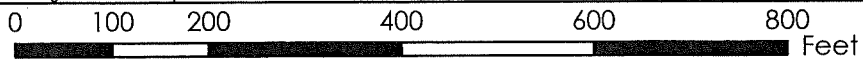
ZONING MAP

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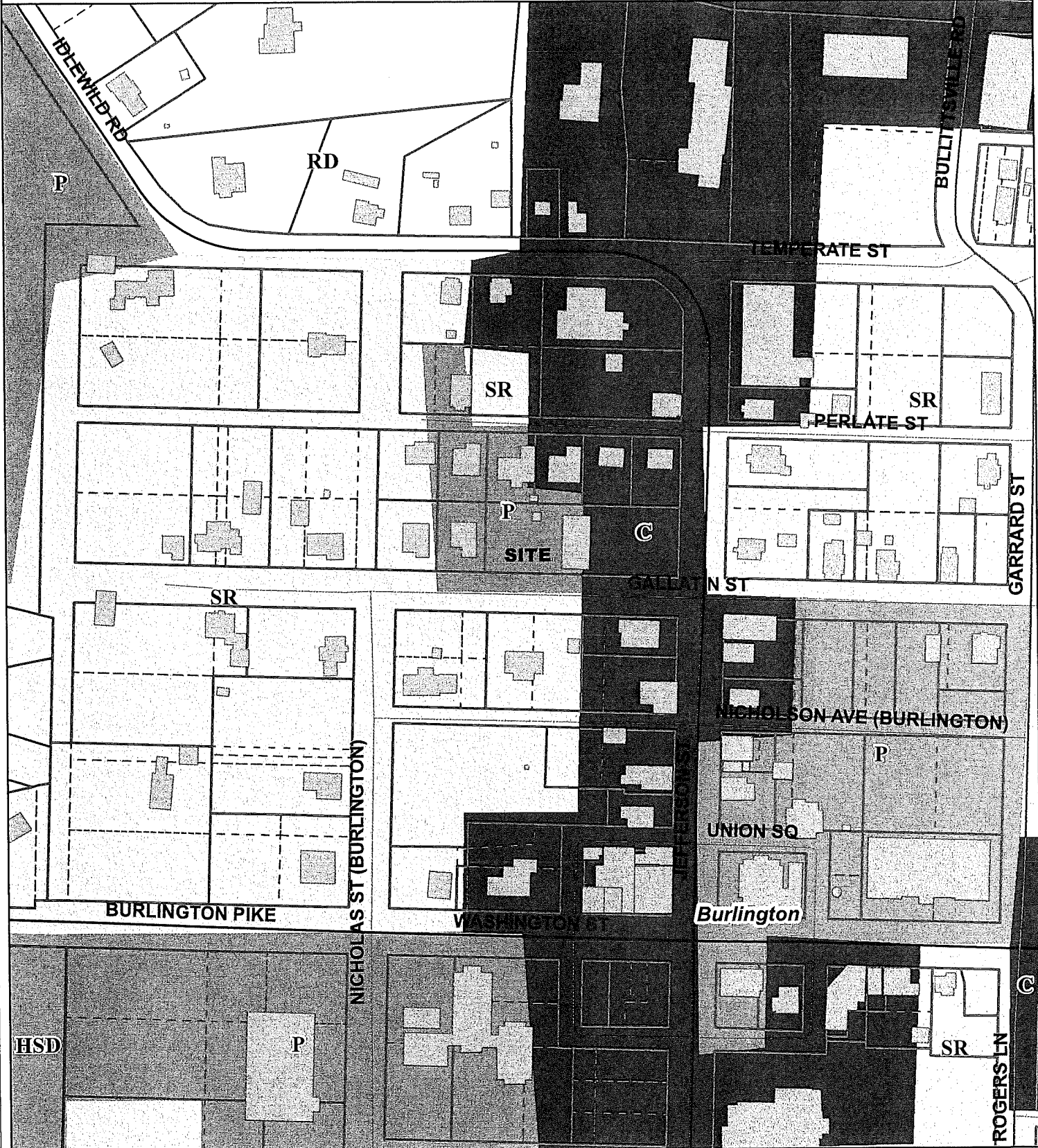
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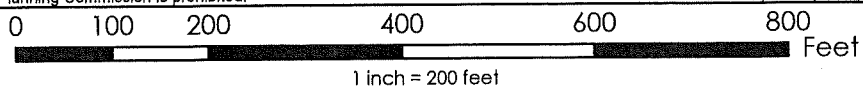
2035 FUTURE LAND USE MAP

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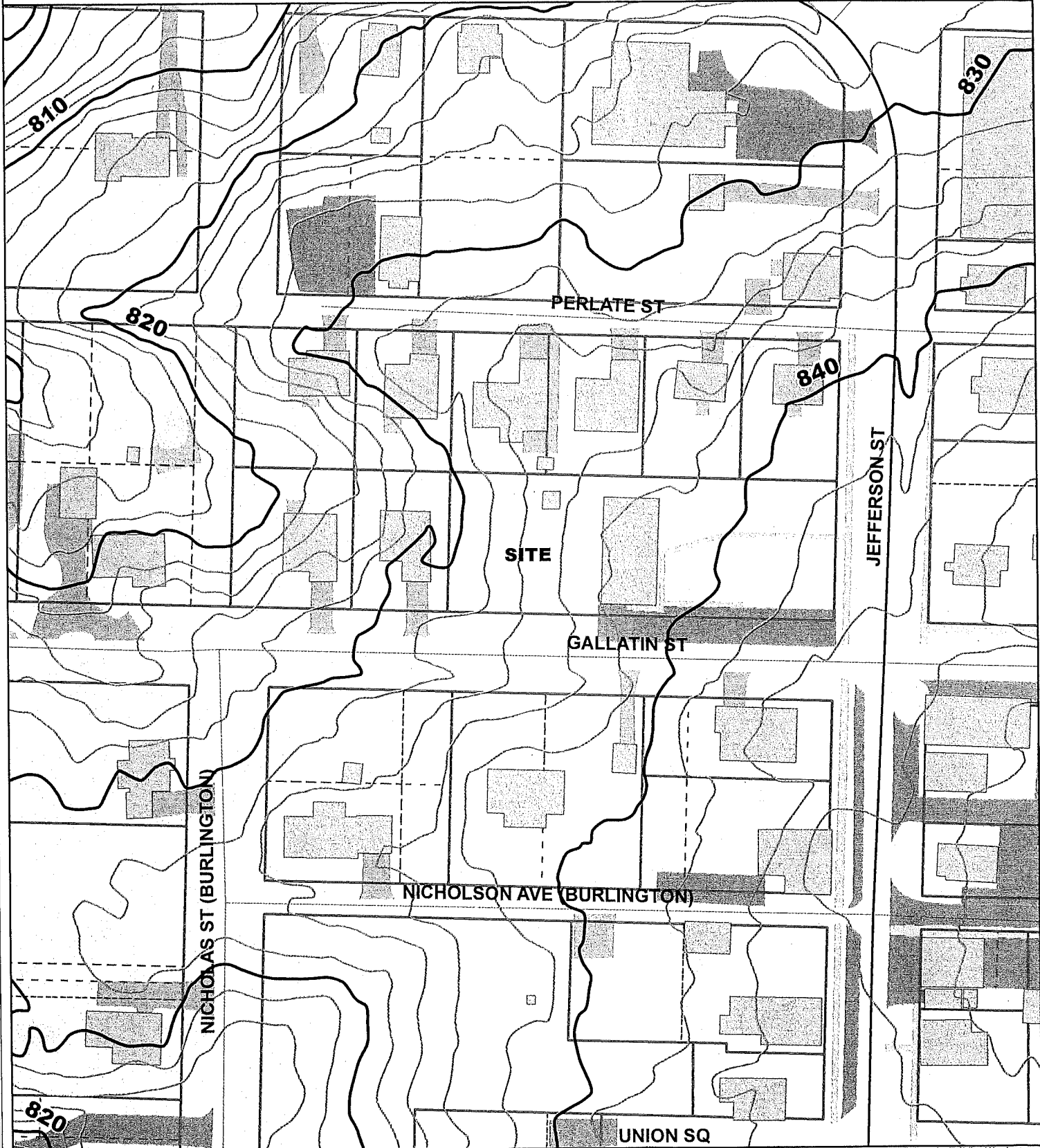
Boone County GIS - Putting Northern Kentucky on the Map



Plan 1.mxd created by Bruce MDP 11/13
ArcMap Document, BooneMap (14).mxd

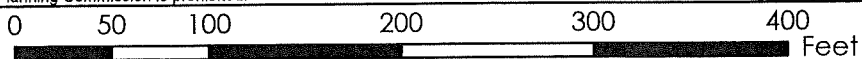
TOPOGRAPHICAL MAP

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Map Created: 07/01/2013

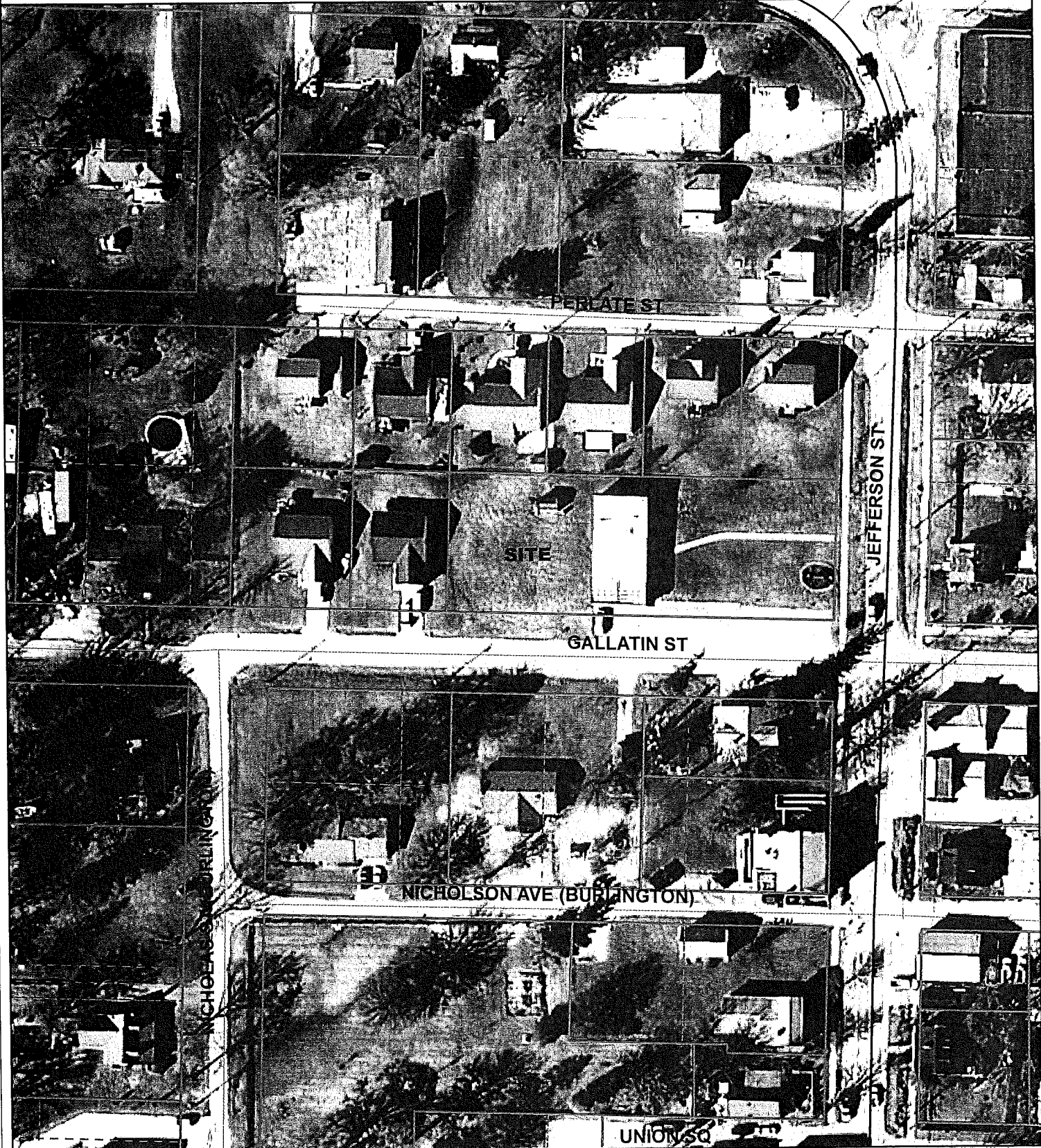
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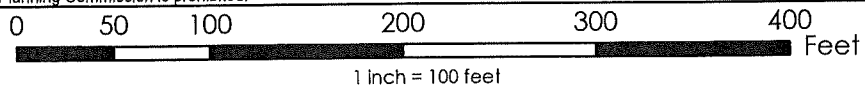
2012 AERIAL MAP

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Boone County GIS - Putting Northern Kentucky on the Map

Map Created: 07/01/2013

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ArcMap Document: BooneMap (14).mxd

- opposite side of the street. The maximum front yard for commercial, office, industrial, or public facilities uses shall be 20 feet.
- B. Side yard minimum adjacent to private property - five (5) feet
 - C. Side yard minimum adjacent to right-of-way - ten (10) feet
 - D. Rear yard minimum adjacent to private property - twenty (20) feet
 - E. Rear yard minimum adjacent to alley - five (5) feet

Site Layout

- A. Non-residential building facades facing public street shall be designed as the building front.
- B. Sidewalk connections shall be provided to all existing and planned sidewalks, and to alleyways.
- C. Off-street parking shall be located on the side and/or rear of the primary building.
- D. On-street and shared parking can fulfill parking requirements if demonstrated to the Zoning Administrator that they are sufficient.

Architectural Details/Ornamentation for Existing Historic Buildings:

- A. Existing architectural details and ornamentation, including existing porch elements, shall be retained, maintained, and repaired where necessary with matching materials. Removal shall only occur in cases of substantial deterioration and every effort shall be made to replicate removed elements with materials and design matching the original;
- B. All replacement materials shall be similar to the original materials of the detail or ornamentation in question or be appropriate to the style of the building;
- C. Removal of existing brick chimneys and replacement with metal or other materials is not permitted.

Exterior Siding

- A. Exterior metal wall sheeting is not permitted;
- B. Replacement of existing exterior wood siding and corner boards shall be with new wood to match original wood;
- C. In no case shall an historic brick or stone building be covered with any type of siding.

Windows and Doors

- A. Existing windows and doors shall be retained and repaired as needed. Repair or replacement of deteriorated window and door elements should imitate the original elements in dimension, profile, size, shape, arrangement and pattern. Window and door repair must reuse as much of the original material as possible;
- B. When window and door replacement is unavoidable, new units should match original design as closely as possible;

- C. The installation of modern picture windows, bay windows, or other openings not in scale with the building shall not be installed on the main or side facades. The addition of large windows or walk-out (i.e., sliding) glass doors on the rear facade or side facades which are not readily visible is discouraged but permitted;
- D. The use of glass block in foundation windows is not permitted on front or readily visible side facades.

Building Roofs

- A. Historic roof materials, such as metal or slate shall be retained, maintained and repaired when necessary. They should not be replaced just to match any new construction if not deteriorated;
- B. The application of composition shingles to replace deteriorated composition or metal standing seam roofs is acceptable;
- C. Roof forms and pitch shall not be altered on the main facade. Alterations shall not occur on side facades where such alterations would be visible from the street. Alterations in the rear one-half to one-third of a building may be allowable if not readily visible from the major street facade(s). In no instance should more than one-story be added to any existing building;
- D. Original box gutters shall be retained and maintained, or repaired or replicated;
- E. If soffits are damaged, they should be repaired or replaced with wood or solid non-vinyl materials to replicate the original materials;
- F. Skylights are permitted as long as they are located in the rear one-third to one-half of a building depending on visibility from the street facade(s).

New Construction and Additions

- A. Proposed new construction or additions to existing structures shall be designed to be consistent with existing buildings within the same street block. The developer or builder shall submit architectural plans for review by the Technical/Design Review Committee. The Committee may contract with a registered architect to help review the proposal according to the following detailed standards:
- B. The height of new construction shall be compatible with existing structures on the block;
- C. The floor area of new construction shall be compatible with existing structures on the block;
- D. New construction shall be compatible with existing structures on the block in terms of number and spacing of window and door openings;
- E. Materials of new construction shall be compatible with existing buildings on the block. The texture and color of brick or wood siding should be carefully considered to ensure compatibility with existing buildings. Frame buildings should maintain materials and design found throughout the community;
- F. Roofs for new construction should be consistent with existing structures on the

block. New construction may have roofing which changes roof lines in the rear one-half or one-third of the building in a stepped fashion if not readily visible from the major street facade(s);

- G. Siding of new construction shall be compatible with existing buildings on the block. Traditional or new technological materials that replicate traditional materials should be used instead of vinyl or aluminum siding. Painted concrete block should not be used;
- H. Exposed concrete foundations or retaining walls shall be faced with brick or stone, screened, or painted to complement the rest of the building. Interlocking block with opportunity for vines or ground cover vegetation is encouraged for retaining wall applications;
- I. HVAC and other mechanical equipment must be screened or camouflaged from public view whether on roof or ground;
- J. Additions to historic buildings in the Small Community Overlay Zone must conform to the setback requirements listed above. Additions to historic buildings shall not occur on a main facade or readily visible side facade. Additions shall follow existing roof lines, trim lines, material and massing of the building.

Conclusions and Next Steps

This Plan contains many detailed recommendations. To achieve them, they will need to be prioritized and spread out over time. Many of these put responsibilities on the Boone County Fiscal Court and will have to be evaluated in terms of fiscal resources and timing issues. This Plan recommends that during late 2002, and early 2003, a public process be implemented through the Planning Commission that prioritizes the entire list of recommendations in a way that could lead to a future capital improvements program.

Kevin Wall

From: Todd Morgan
Sent: Tuesday, May 31, 2016 11:57 AM
To: Kevin Wall
Subject: FW: Refuge Holiness Tabernacle - Conditional Use Permit Application
Attachments: image001.jpg

From: Marc Gloyeske [MGloyeske@vioxinc.com]
Sent: Tuesday, May 31, 2016 11:21 AM
To: Todd Morgan; Carter Dickerson
Subject: RE: Refuge Holiness Tabernacle - Conditional Use Permit Application

Todd,

I have gotten the answers to your questions regarding the BOA submittal. They are below in red.

Marc Gloyeske
Engineer In Training
LEED GA
Viox & Viox, Inc.
466 Erlanger Road
Erlanger, Kentucky 41018
Office: 859-727-3293 ext. 2047
Cell: 859-250-1721
[logo_jpeg]

From: Todd Morgan [mailto:TMorgan@boonecountky.org]
Sent: Monday, May 23, 2016 10:18 AM
To: Marc Gloyeske <MGloyeske@vioxinc.com>; Carter Dickerson <CDickerson@VioxInc.com>
Subject: Refuge Holiness Tabernacle - Conditional Use Permit Application

Preliminary questions/comments

1. What are the church's hours of operation? Wednesday 7:30-9:00 PM, Sunday 10:00 AM – 8:00 PM
2. Is any lighting proposed (light poles or wall packs)? No lighting is proposed
3. What is the seating capacity inside the church? I am looking for the number of seats they setup versus the building occupancy. 100 Seats
4. A street frontage buffer is required along Gallatin Street for the length of the new improvements (excluding curb cut area). An additional Variance would be needed to reduce the buffer beneath 10'. We will revise the plan to gain the 10' buffer yard required along Gallatin Street
5. Buffer Yard A is required along the northern and western property line for the length of the new improvements. I would like the landscape plan to include a legend showing the tree symbol and plant list they come from. Kevin Wall

and recommend installing an evergreen hedge row immediately behind the parking stalls to reduce headlight glare and using as many evergreen trees as possible. Carter should take a preliminary look at the species of tree with the limited room there is to work with. We will revise the plan to label the proposed landscaping, and we will also add the evergreen tree row as recommended. We will get you the new plan this week.

6. I gave a copy of the plans to Jon Brown and Scott Pennington for their feedback. I will let you know if they have any comments.

7. I believe several neighbors will be showing up to the meeting. I have already received a couple calls and they are concerned about the appearance of the lot and storm water.

Please get back with me and let me know if you will be making any plan revisions before the meeting.

Thanks,

Todd K. Morgan, AICP
Senior Planner, Zoning Services
Boone County Planning Commission
(859) 334-2196

Kevin Wall

From: Todd Morgan
Sent: Tuesday, May 31, 2016 9:57 AM
To: Kevin Wall
Subject: FW: Refuge Holiness Tabernacle

From: Scott Pennington
Sent: Sunday, May 29, 2016 7:47 PM
To: Todd Morgan
Subject: Refuge Holiness Tabernacle

Todd,

Taking off this week and trying to clear out some items. I don't know if you were still open for comments on Refuge Holiness Tabernacle, but if so:

You had asked about the existing parking along Gallatin Street. Likely wouldn't allow it today, but okay here w/ the limited traffic on Gallatin Street. I would like to see them cross-hatch 25' of the existing parking as "No Parking" nearest to KY 338. This would allow approximately 50' of clearance from KY 338 to the nearest parking space and put us in correlation w/ our zoning regulations for corner clearances. Definitely safer especially w/ cars backing into the street.

If questions, please let me know.

Thanks.

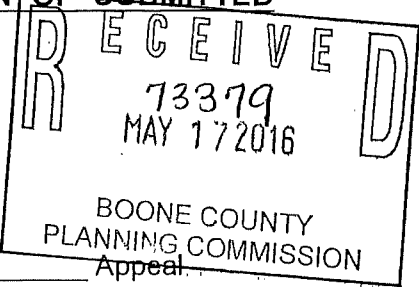
Scott D. Pennington, P.E.
County Engineer/Director of Public Works Boone County Public Works
spennington@boonecountyky.org<<mailto:spennington@boonecountyky.org>>
(O) 859-334-3600

APPLICATION FORM

BOARD OF ADJUSTMENT AND ZONING APPEALS ACTION BOONE COUNTY PLANNING COMMISSION

FIVE (5) SCALED COPIES AND ONE (1) 11X17 REDUCTION OF SUBMITTED DRAWINGS ARE REQUIRED

See Boone County Zoning Regulations



SECTION A (To be completed by applicant)

(Check One)

1. [X] Boone [] Florence [] Walton [] Union

(Check One)

2. [X] Conditional Use Permit [] Variance [] Appeal

[] Change in Non-Conforming Use

3. Applicant's Name Viox & Viox, Inc. - MARC GLOYESKE

Applicant's Address 466 Erlanger Road

Erlanger KY 41018

City State Zip

Phone Number 859-727-3293 Fax No. 859-727-8452 E-Mail mgloyeske@vioxinc.com

4. Description of Request: Addition of a parking lot on the west side of the existing church

5. Name of Development Refuge Holiness Tabernacle Parking Lot Addition

6. Location of Development 5949 Jefferson Street Burlington, KY 41005

7. Acreage Under Review 0.70 AC

8. Lot Number and Name of Subdivision (if part of a subdivision)

Lot 64 Town of Burlington

9. Owner of Property Refuge Holiness Tabernacle

Address of Property Owner 5949 Jefferson Street

10. Burlington KY 41005

City State Zip

Phone Number [] Fax No. [] E-Mail []

11. Proposed Use(s) on Site Parking Lot to serve existing church

12. Total Square Footage of Existing and/or Proposed Buildings 3,200 SF

13. Current Zoning on Property SR-2/SC

14. Deed Book 1048 Page No. 823 Group No. 197

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? no

17. Have you submitted a list of adjoining property owners with this request? yes

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: [Signature]

(Faxed, Photocopied or Scanned Signatures will NOT be Accepted)

ORIGINAL Applicant's Signature: [Signature]

(Faxed, Photocopied or Scanned Signatures will NOT be Accepted)

COPY

CLUR #16-BCBOA-007-A

CERTIFICATE OF LAND USE RESTRICTION

1. NAME AND ADDRESS OF PROPERTY OWNER(S)

Refuge Holiness Tabernacle
5949 Jefferson Street
Burlington, KY 41005

2. ADDRESS OF PROPERTY

5949 Jefferson Street
Burlington, KY 41005

3. NAME OF SUBDIVISION OR DEVELOPMENT (if applicable)

Refuge Holiness Tabernacle

4. DEED BOOK 1048 PAGE NO. 823 GROUP NO. 2024

5. TYPE OF RESTRICTION(S) (Check all that apply)

Zoning Map Amendment: Conditional Use Permit
From To

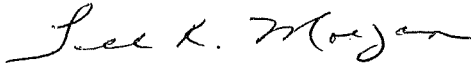
Development Plan Conditional Zoning

Subdivision Plat Other:
(Not Recorded)

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



SIGNATURE OF COMPLETING OFFICIAL

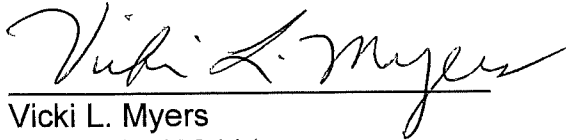
Todd K. Morgan, Senior Planner
Name and Title of Completing Official

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 9 day of June, 2016.



Vicki L. Myers

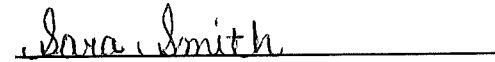
Notary ID 438411

NOTARY PUBLIC, State at Large

My commission Expires:

April 17, 2019

This instrument was prepared for recording purposes only by:



Sara Smith

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 Adjustment and in accordance with the current zoning in effect as of June 9, 2016 Certificate of Land Use Restriction (#16-BCBOA-007-A), for Refuge Holiness Tabernacle, Property Owner(s).

The following conditions will apply:

1. No additional exterior lighting shall be provided.
2. Seating for services or other church events shall be limited to one hundred (100) seats.
3. All applicable 'Landscaping Along Street Frontages' requirements in Section 3620 of the Boone County Zoning Regulations (10' minimum width and planting standards) shall be met along Gallatin Street where the new improvements adjoin the street.
4. A continuous row of evergreen trees shall be added to the landscape plan along the north and west boundaries of the new parking areas.
5. Normal church operations shall occur only between the hours of 9:00 am and 9:00 pm, and are permitted to occur every day of the week.

The approved conditional use permit as well as the preceding conditions apply to the property described in:

DEED BOOK 1048

PAGE NO. 823

GROUP NO. 2024