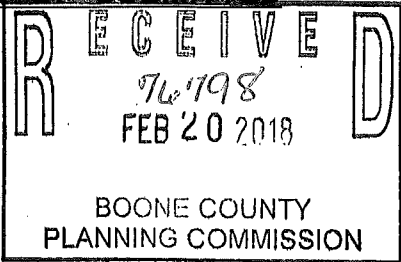


APPLICATION FORM

**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. Boone _____ Florence _____ Walton _____ Union _____

(Check One)

2. Conditional Use Permit _____ Variance _____ Appeal _____

_____ Change in Non-Conforming Use

3. Applicant's Name MEGAN A. MARTIN

Applicant's Address 5116 WOOLPER ROAD

PETERSBURG KENTUCKY 41080
City State Zip

Phone Number 859.445.6144 Fax No. 859.331.3409 E-Mail meganawaincott@gmail.com

4. Description of Request: CONDITIONAL USE PERMIT FOR EVENT SPACE

5. Name of Development THE MARIAN

6. Location of Development 5975 N. JEFFERSON STREET
BURLINGTON, KENTUCKY 41005

7. Acreage Under Review 17,280 FT

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

LOT NUMBER 16

9. Owner of Property William R Remke

Address of Property Owner 5881 Snyder Lane

10. Petersburg KY 41080
City State Zip

Phone Number 859 801 9880 Fax No. _____ E-Mail _____

11. Proposed Use(s) on Site EVENT CENTER

12. Total Square Footage of Existing and/or Proposed Buildings APPROX. 2400 SQ FT

13. Current Zoning on Property SUBURBAN RESIDENTIAL - 2 - SC SR-2/SC

14. Deed Book 1097 Page No. 537 Group No. 2024

15. Is the site subject to a zone change? _____

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: William R Remke
(Faxed, Photocopied or Scanned Signatures will NOT be Accepted)

ORIGINAL Applicant's Signature: Megan A Martin
(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 2/20/18 Fee Received 782.00 Receipt # 76798
2. Is application complete? _____ Yes _____ No
3. Staff Reviewer _____
4. Scheduled Board Action Date _____
5. Board Action:
3/14/18 **Approved**
Approved with Conditions (See #6)
Denial (See #7)
6. Conditions of Approval: SEE 3/14/18 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 - 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: Megan A. Martin

LOCATION: 5975 N. Jefferson Street, Boone County, Kentucky

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

DATE: March 14, 2018

PROPOSAL

The applicant has submitted a Conditional Use Permit application to allow an indoor/outdoor event venue (meetings, weddings, family reunions, classes, art shows, etc.) to operate at 5975 N. Jefferson Street. Highlights of the submitted business description include:

- The facility would be named the Marian.
- Events would be limited to 80 guests (inside and outside).
- Events would be booked by appointment. Anticipated peak hours are 5:00 P.M. to 12:00 A.M. on Friday, 11:00 A.M. to 12:00 A.M. on Saturday, and 10:00 A.M. to 10:00 P.M. on Sunday.
- The building is approximately 2,400 square feet in area. Approximately 1,200 square feet of the building would be used by the guests.
- Customers could choose to have catering, tent rental, photography, flowers, and music at their event. The Marian Staff would recommend preferred local vendors.
- An outdoor plan was provided for large events. It shows a 40' x 60' pole tent, 20' x 30' frame tent, two 10' x 10' frame tents, 12' x 12' stage, portable bar, tables, and seating for 40. The tents would have sidewalls and heaters if needed.
- Music will be allowed inside the building or outdoors. Outdoor music will be setup under a tent or inside the barn.
- Building upgrades would include a new handicapped ramp, sconce lighting, landscaping, repainting the front porch, and possibly taking down the siding on the back barn.
- Permanent exterior lighting will be comprised of patio wall sconces. Temporary lighting will consist of small lanterns or patio string lights that are hung during events.
- Parking will occur on the street and in the County Administration Building parking lot.

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 and 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 permits "eating and drinking places including alcoholic beverages" as a conditional use 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 allows "eating and drinking places including alcoholic beverages" as conditional uses in the SC district 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 (see attachments). 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.

RELATIONSHIP TO THE COMPREHENSIVE PLAN

The Boone County Comprehensive Plan's "2035 Future Land Use Plan" designates the majority of the site for "Commercial" uses. A small portion of the rear yard is designated for "Suburban Residential uses". These designations are defined as follows:

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

Suburban Residential - "Single family housing of up to four units per acre. This classification does not preclude low density or estate residential developed as a formal subdivision".

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

- 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 (Buffering, pp. 162-163).
- B. Developments in Boone County must be designed, where appropriate, to improve the County's transportation network system of roadways, and functional classifications must be used in the planning for and designing of new developments. Collector roadways should be extended and developed to provide for the safe movement of traffic through and between subdivisions. Development along existing arterials and collector roadways should not have direct driveway access, but be served by a local street. Appropriate road connections should be constructed to provide alternate routes for traffic to and through specific projects and to enhance the capacity of existing streets. The traditional grid system can provide an alternative to typical suburban design. Parallel and frontage roads should be used to minimize impacts of individual sites on collector and arterial roadways. Appropriate pedestrian networks should be incorporated into the design of developments which will generate or experience significant

pedestrian use. These networks should not only provide internal paths, but should provide connections to adjoining uses where appropriate. Public open space and recreation sites should be connected to each other by bicycle and pedestrian paths where appropriate. Transit Oriented Development (TOD) is discussed in detail in the Transportation Element, and should be examined as a future direction in Boone County development patterns (Transportation and Pedestrian Network).

- 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. 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. Neo-traditional residential and commercial development should be encouraged to provide quality development that blends with the natural or historic character of parts of Boone County. This Comprehensive Plan encourages the restoration, renovation and/or adaptive re-use of historically significant structures in Boone County.

The proper application of these guidelines helps, in part, to achieve an overall objective of this Comprehensive Plan. This goal states that proper future growth management for Boone County is implemented. As a minimum, proper design and development must include the consideration and application of the above guidelines.

The following passage from the Land Use Element (Burlington Area, pp. 174-176) relates to the request:

- A. "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. 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 indicate 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."

The following passage from the Preservation Element relates to the request:

- A. The Burlington Historic District presents a crucial preservation challenge. Efforts must 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 (Burlington National Register Historic District, pp. 109-110).

The following Goals & Objectives from the 2017 Boone County Comprehensive Plan apply to the application:

- A. Mixing of residential and other land uses shall be encouraged where appropriate (Overall, Objective).
- B. Land uses and zoning shall strive to balance the rights of landowners with the rights of neighbors and the community (Overall, Objective).
- C. Boone County businesses are developed in appropriate locations and are compatible with surrounding land uses (Economy, Goal).
- D. Compact, efficient development patterns shall be encouraged for industrial, commercial, and office uses with appropriately sized and well maintained buffer spaces between the business use and other land uses (Economy, Objective).
- E. Mixing of commercial and non-commercial uses shall occur in areas where consideration has been given to assure compatibility with surrounding land uses and natural systems (Economy, Objective).
- F. Commercial uses shall be designed and located to coordinate with the surrounding land uses and shall have safe access and adequate parking (Economy, Objective).

SURROUNDING LAND USES & ZONING

North: Nicholson Avenue, Tousey House Restaurant and Single-Family Residential Dwelling Fronting on Gallatin Street (SR-2/SC)

South: Washington Square Café and Catering and Pete's Park (SR-2/SC)

East: N. Jefferson Street, Bed & Breakfast (SR-2/SC)

West: Pete's Park (SR-2/SC)

SITE CHARACTERISTICS

The subject property is approximately 0.4 acres in area and is located on the southwest corner of N. Jefferson Street and Nicholson Avenue. The property has approximately 95' of frontage on N.

Jefferson Street and 190 feet of frontage on Nicholson Avenue. The property contains the Stephens-Yelton House which was constructed in 1884. The two-story house contains a covered front porch and is approximately 2,400 square feet in area. The house is located in very close proximity to the N. Jefferson Street right-of-way line. The property also contains an approximate 600 square foot (20' x 30') barn, which is located near or in the Nicholson Avenue right-of-way, and a small parking pad in the rear yard. Other than the parking pad, the back yard is a grass surface and contains a large tree and shrubs. Chain link fencing is located along the rear and southern property lines.

STAFF COMMENTS

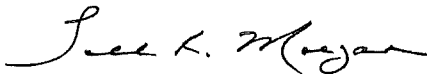
1. The submitted business description indicates that tents could be setup outside for events. The Zoning Administrator has indicated these tents could be permitted as accessory uses to the event center as long as Board determines they are appropriate and they don't become permanent structures. Boone County Building Department indicated that the Building Permits would not be required for the tents unless an event was open to the public at large.
2. Staff would like the applicant to address the following questions:
 - A. Will a Marian Staff person be present at all events?
 - B. The business description indicates peak times for events. Can more information be provided indicating weekday and weekend business hours?
 - C. How long could tents be left up on the property? How tall are the tents?
 - D. Could any portable bathrooms be setup outside for events?
 - E. The business description indicates outdoor music could be played under tents or inside the barn.
 - Can the proposed barn renovations be explained in more detail? Could entire walls be removed? Could it be rebuilt as a three wall structure or pavilion?
 - Would speakers, disc jockeys, or bands be permitted to use amplified sound outside? If so, how would noise levels be monitored so they don't cause a nuisance issue for the residential neighbors? The Zoning Regulations don't contain any enforceable noise regulations.
 - What hours would outdoor music or sound amplification be permitted?
 - F. The submitted outdoor plan shows 40 seats. Could 80 seats be setup outside for certain events?
 - G. The business narrative indicates that additional landscaping is being proposed. Can more explanation be provided. Is any landscaping being proposed along the Nicholson Road street frontage?
3. The Board needs to analyze the Conditional Use Permit criteria before acting on the request.
4. Staff recommends the following conditions should be discussed if the application is approved:
 - A. The maximum indoor/outdoor event occupancy should be defined.
 - B. Permitted business hours should be defined.
 - C. Outdoor music/sound amplification hours should be defined.
 - Staff recommends that any speakers need to be oriented eastwards.
 - Staff recommends the applicant should agree to work with the neighbors and Planning Commission Staff if there are any noise issues.
 - D. The length of time tents can stay up after an event should be defined.
 - E. Maximum tent heights should be defined.

- F. The use of portable toilets should be addressed.
 - G. Additional landscaping along the Nichols Street right-of-way should be discussed.
 - At a minimum, Staff recommend that an additional street tree needs to be provided between the barn and parking pad.
 - H. Outdoor event lighting should be defined.
 - Staff recommends that low wattage string lights and small lanterns should only be permitted.
 - I. Handicapped parking should be discussed.
 - Staff recommends that a small parking pad should be constructed between the barn and corner of N. Jefferson street and provide two van accessible parking stalls.
 - J. Any major exterior renovations to the barn shall be approved by the Boone County Historic Preservation Review Board to verify the improvements are compatible with the existing household and Burlington Historic District.
5. Staff would like to make the applicant aware that a Minor Site Plan will be need to be approved to allow the handicapped ramp. The Minor Site Plan would also be needed for the handicapped parking stalls, street tree, and exterior renovations to the barn if those improvements are required.

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,



Todd K. Morgan, AICP
Senior Planner, Zoning Services

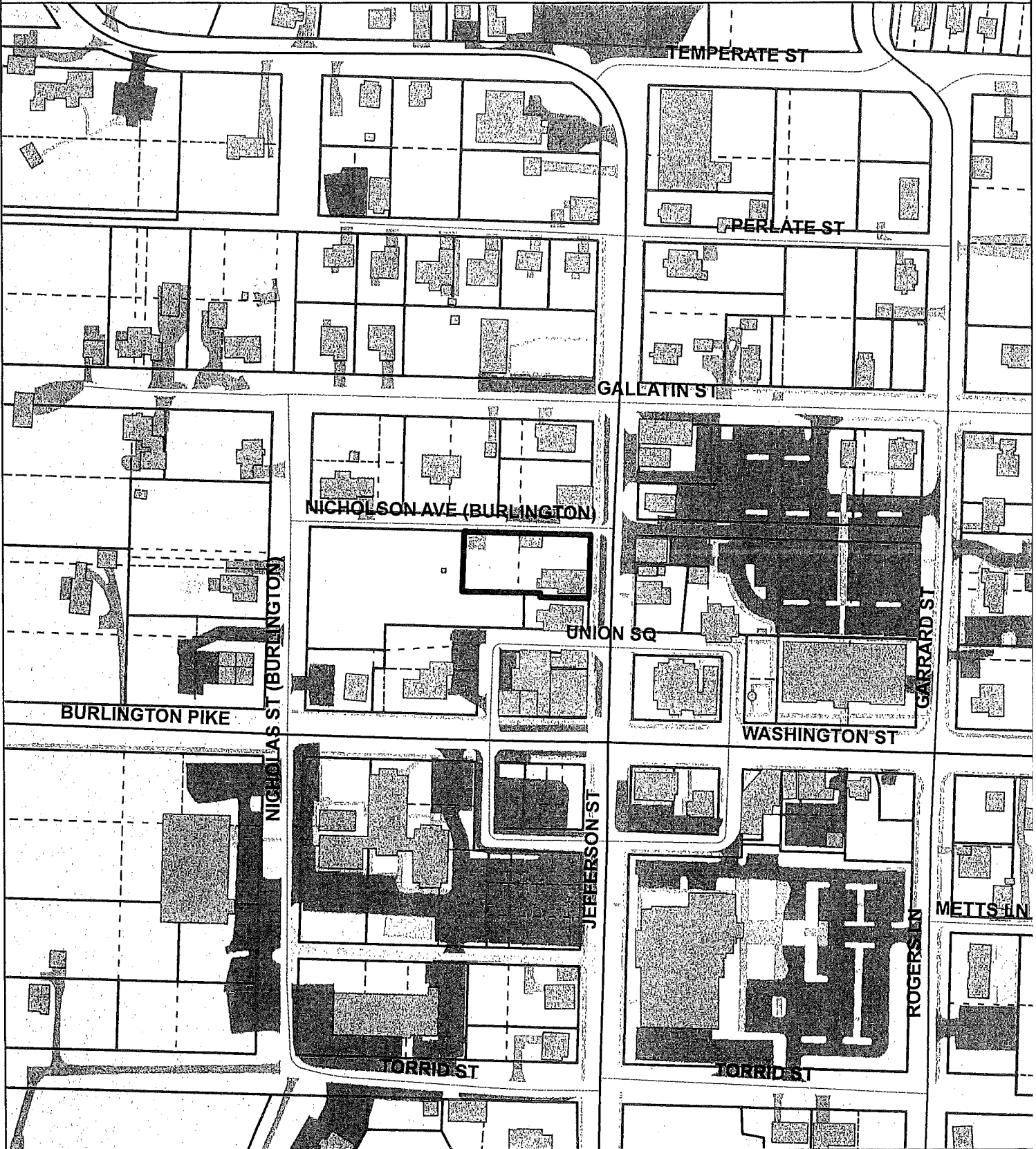
TKM/ss

Attachments

- *Site Vicinity Map
- *Applicant's Business Description
- *Zoning Map
- *Future Land Use Map
- *Topographical Map
- *2016 Aerial Map
- *Letter from the County Administrator Regarding Shared Parking
- *Architectural Design Standards From Burlington Town Strategic Plan
- *Application

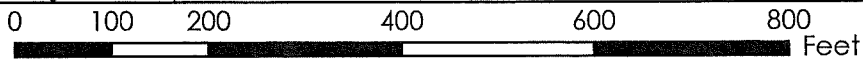
SITE VICINITY MAP

www.boonecountygis.com



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Data used to create this map were compiled from sources that comply with National Map Accuracy Standards. Boone County GIS extends no warranty with respect to the accuracy or content of the information provided by this map. This map should be used for general planning purposes only.



1 inch = 200 feet



Boone County GIS - Putting Northern Kentucky on the Map

Map Created: 07/01/2013

ArcMap Document: BooneMap (Site).mxd

The Marian

Event Venue
5975 N. Jefferson Street
Burlington, Kentucky 41005
Deed Book: 1097, Page No.: 537, Group No.: 194
Meggie Martin & Elly Wainscott

Executive Summary

The owner of the Greyhound Tavern and Tousey House Tavern intend to open The Marian, an event venue in Burlington, Kentucky. The home was previously operated as a bookstore but has not been open for the past year. Improvements will be made to the home to meet Building Codes. We also plan to make upgrades that enhance the beauty of the historic home. The space will then be turned into an event venue for intimate weddings, rehearsal dinners, showers and more. The space will also be ideal for fundraisers and corporate meetings.

The Marian could host their own events during low seasons. Events could include but are not limited to farm to table dinners, wine and canvas, winter wreath making classes, tea parties, art shows and more.

Who We Are!

Nestled in Historic Downtown Burlington, Kentucky, The Marian is just a stone's throw from the beautiful Boone County Courthouse. You'll love taking in the character and charm of our historic building that boasts original wood floors, elegant floor to ceiling windows and one of a kind uniqueness.

Enjoy the comfort of The Marian when you host your event with us! We professionally style and personalize our event space for every celebration to create a unique and customized look for each of our client. Every detail in our space is handpicked and craft fully put together. We hope to see you soon!

The Marian is the perfect space for intimate weddings, rehearsal dinners, parties, showers, corporate events, meetings or just a reason to *get together!*

Relax. We've got it covered.

Our highly trained staff will take care of all the footwork. We take pride in making each event personal and beautiful. We dedicate a great amount of time preparing for each event, ensuring that each and every detail is perfect. Allowing our hosts to relax and enjoy time with those around them.

What's Offered?

- Antique tables and chairs
- Beautiful vintage place settings (chinaware, plates, bowls, goblets, and silverware)
- Professional styling with our inventory

- On street parking as well as access to the Boone County Courthouse parking lot
- Customized chalkboard wall to welcome guests
- Staff attendant
- Fully handicap accessible
- Linens
- Audio/visual equipment
- Consultation on preferred local vendor recommendations including:
 - o Catering
 - o Tent rental
 - o Photography
 - o Florals
 - o Music (live and/or DJ)

Our Competitive Edge

But why would someone drive that far for your business? We were faced with this same question opening The Tousey House Tavern next door. When you provide a service that is memorable, upscale, unique and comfortable for guests, the drive does not stand in their way. There is also an increasing local population.

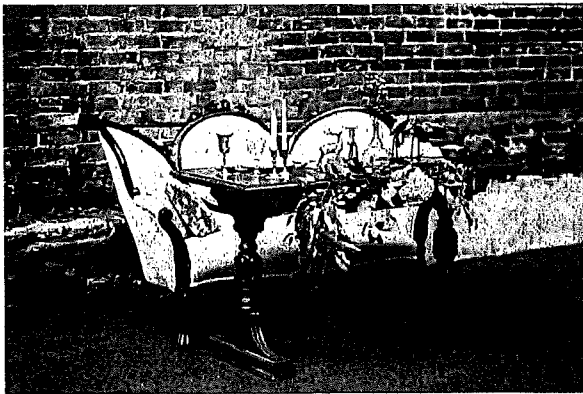
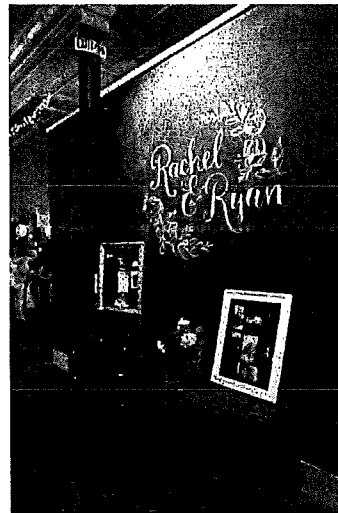
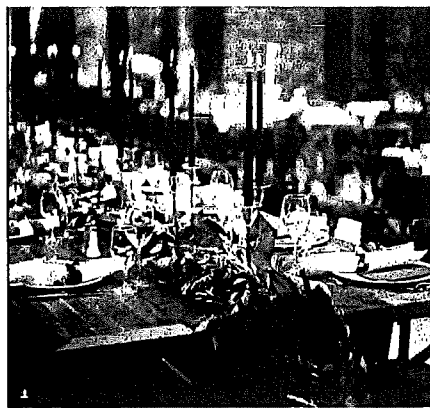
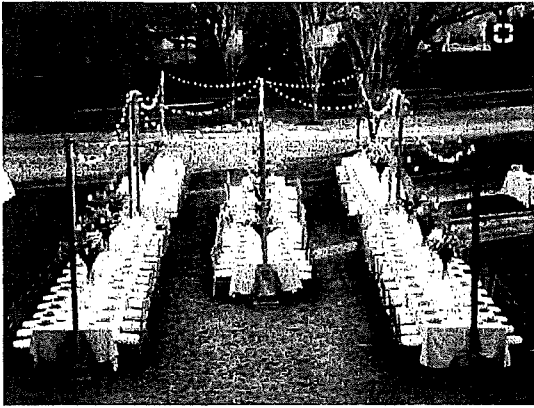
- Private events are a whole new market we have reached at both restaurants. We have available growth beyond our current brick and mortar. In the past 3 years our “private event” sales have nearly doubled and continue to forecast increased growth for 2018.
- We will be a true “one stop shop” for customers. We will eliminate the need to working with multiple vendors and the stress of organizing an event. Each event will be handcrafted around the host’s vision.

Marketing Strategy

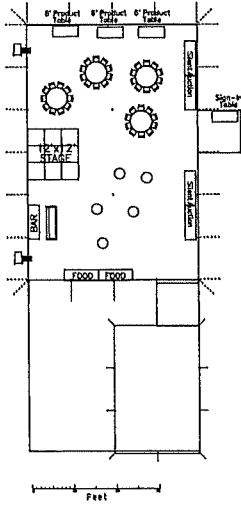
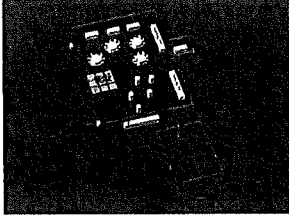
We will focus our marketing to both corporate and private event markets. The business will use the following media and tactics to reach this audience:

- An open house featuring all local recommended vendors
- Business page and advertising on all major social media outlets
- Advertise in Edible! Ohio Valley magazine
- Develop a website which is separate but linked to both Greyhound and Tousey House
- Create a brochure that can be placed in both restaurants.
- Carefully manage our bookings to where they do not take away from our existing businesses but use as an overflow and cater to events that the restaurants cannot accommodate (guest wanting private space for 25 or less)
- Create and send a press kit with information and details on the new space to key clients and past private booking clients.
- Advertise with wedding websites such as theknot.com and weddingwire.com
- Sponsor 2 local non-profit events per year.

Inspiration Board:

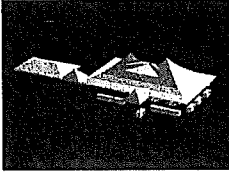



Tent Sample:






**Tousey House
Large Layout**

- 40x60' HP Pole Tent,
- (2) 10x10 Frame Tent,
- (1) 20x30' Frame Tent
- (4) 5.5' Round Tables,
- (40) White Resin Chairs
- (3) 6' Product Tables,
- (1) 6' Portable Bar,
- 6' Sign-In Table
- 12'x12' Stage
- (4) 6' Silent Auction Tables,
- Heaters (ON HOLD)
- Sidewalls (ON HOLD)

Untitled Map
Make a decision for your map.

Legend
 HP Pole Tent
 20x30 Frame Tent

Google Earth

Updated Large Copy CAD Layout

- 40'x60' HP Pole Tent
- (2) 10x10 Frame Tents
- (1) 20x30 Frame Tent

Additional Property Details

1. Zoning: Suburban Residential – 2 – Small Community
2. Proposed Use Group: A-2 Assembly-Banquet Hall (Section 303.3)
3. Construction Classification: Type VB-Unprotected Wood Frame (Table 503)
4. Lot Square Footage: 17,280 Ft.
5. Building Square Footage: approx. 2400 square Ft.
6. Assembly Space Square Footage: approx. 1200 square Ft.
7. Max Occupancy – 80 (inside and outside)

Initial Plans

1. Conditional Use Permit
2. Lawyer draw up LLC.
3. Licenses
 - o Occupational license / Payroll tax application
 - o Sign permit application (Small Sign out front on 2 posts, hang old bookstore sign on the front of the barn)
 - o Liquor License
4. Building upgrades to meet codes (2013 Kentucky Building Code)
 - a. Panic hardware on both exit doors (occupancy exceeds 50)
 - b. Portable fire extinguishers required at all exits (already there- just need testing)
 - c. Emergency lighting along the path of egress
 - d. Exit signs at all exits or points where the exit route is not immediately visible.
 - e. Install a sidewalk in the front of the house that does not exceed a 5% grade (then considered a ramp and does not require handrails)
5. Additional Building upgrades
 - o Exterior
 - Home will be power washed, cleaned and front porch painted. (white in keeping with the home)
 - New Landscape design and planting.
 - Possibly take the siding down on the back barn. Allow the natural wood to be exposed.
 - Lighting
 - Standard front and back porch lighting (wall sconces)
 - Small lanterns or patio string lights hung during events. (similar to Tousey Patio)
 - All lighting would be on dimmers to adjust to time of day.
 - o Interior
 - A/C Installed
 - All rooms freshly painted
 - New carpeting in the Library, New flooring in the kitchen and mud room.

Hours of Operation

1. Event bookings and by appointment
 - a. Anticipated peak hours of business
 - i. Friday: 5 PM – 12 AM
 - ii. Saturday: 11AM – 12 AM
 - iii. Sunday: 10 AM – 10 PM

Maximum Occupancy

1. 80 Guests (both inside and outside)
2. 1200 sq. Ft./15 = 80

Parking

1. 80 Guests/ 2 = 40 total parking spaces needed
 - a. 6 on street parking when available
 - b. 3 parking spaces behind Tousey House
 - c. 2 parking spaces on our lot
 - d. ___ parking spaces from Boone County Courthouse (see shared parking agreement)

Music

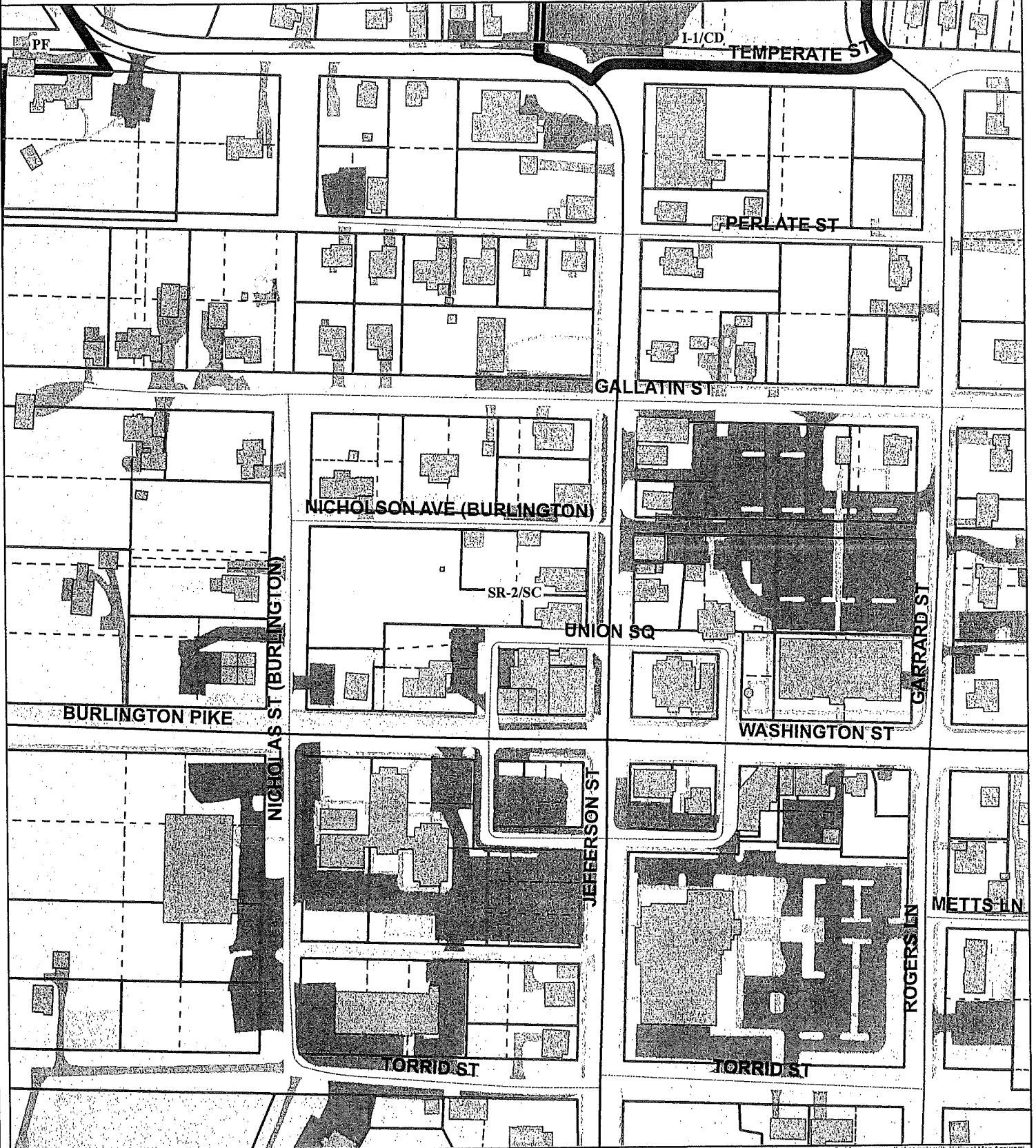
1. We will allow live music to be booked inside the home as well as outside events. Music must be under the tent or set up inside the barn. This will help serve as sound barrier to neighbors. Will comply with any noise ordinance guidelines.

Anticipated Timeline

1. March 2018: Permits and licensing
2. April 2018: Building upgrades (painting, bathrooms, flooring, etc.)
3. May 2018: Building/Fire inspection
4. June 2018: All inventory and décor in house
5. July 2018: Open for Business

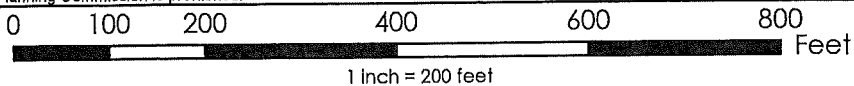
ZONING MAP

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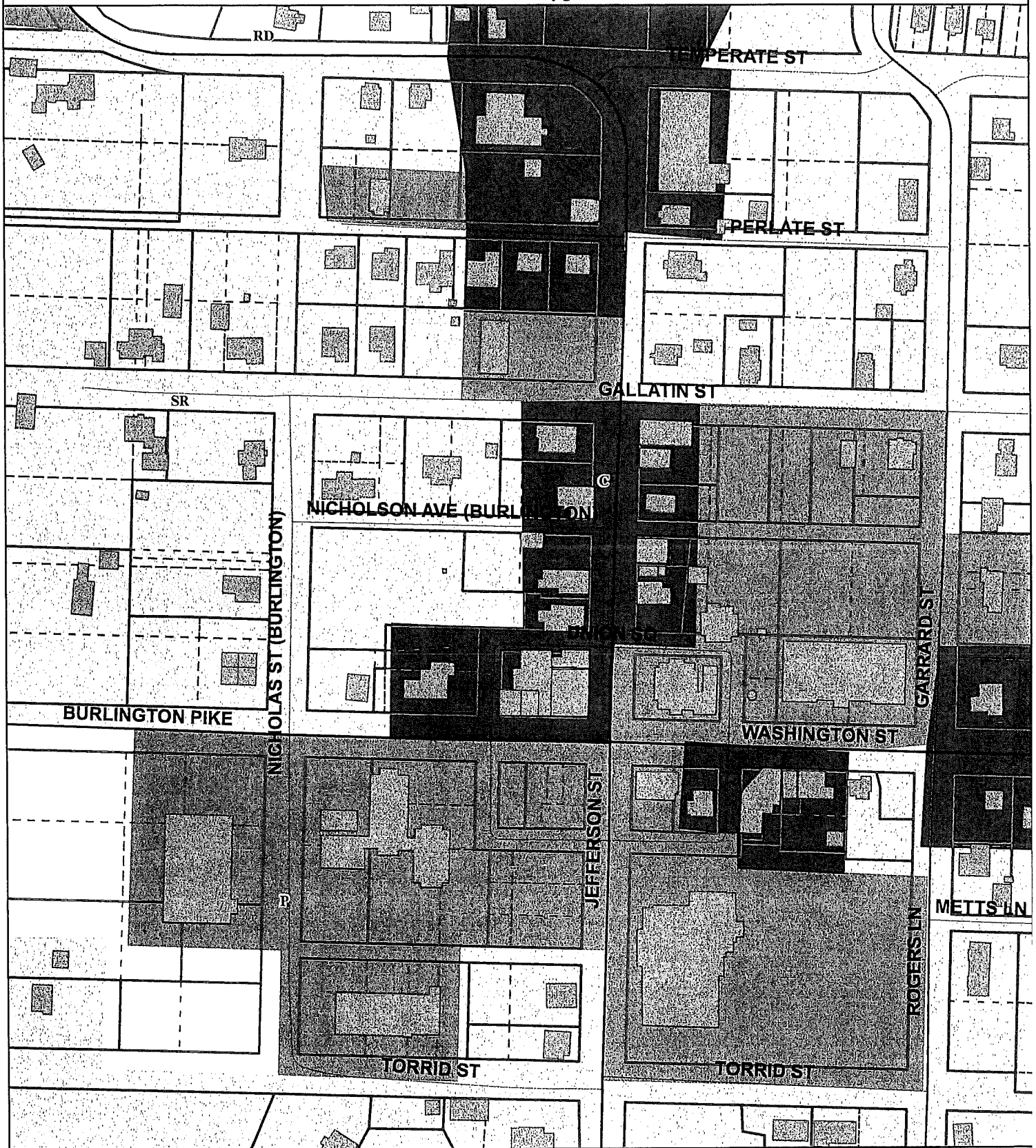


Boone County GIS - Putting Northern Kentucky on the Map



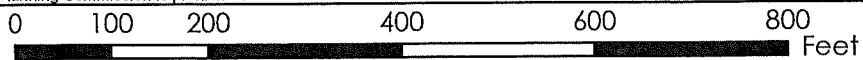
2035 FUTURE LAND USE MAP

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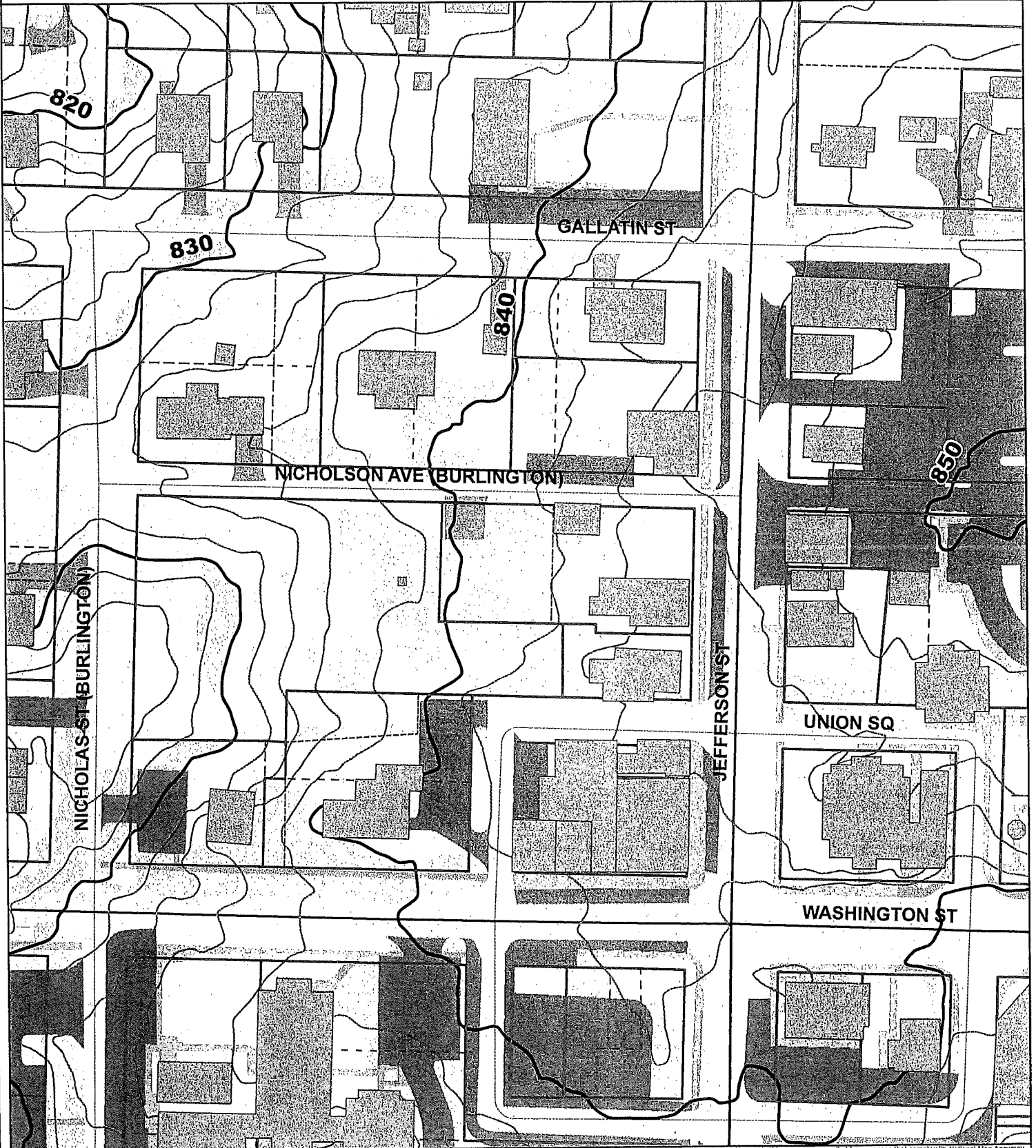
1 inch = 200 feet



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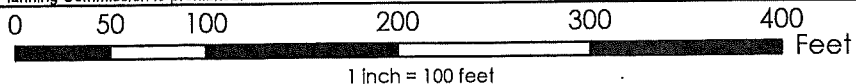
TOPOGRAPHICAL MAP

www.boonecountygis.com

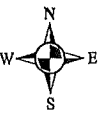


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Boone County GIS - Putting Northern Kentucky on the Map



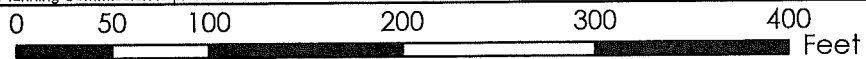
2016 AERIAL MAP

www.boonecountygis.com



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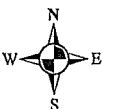
Data used to create this map were compiled from sources that comply with National Map Accuracy Standards. Boone County GIS extends no warranty with respect to the accuracy or content of the information provided by this map. This map should be used for general planning purposes only.

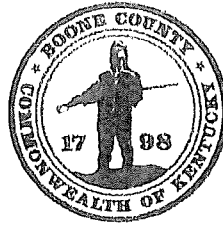


1 Inch = 100 feet



Boone County GIS - Putting Northern Kentucky on the Map





OFFICE OF THE COUNTY JUDGE EXECUTIVE

BOONE COUNTY, KENTUCKY

February 23, 2018

Meggie Martin
Greyhound Tavern, Tousey House Tavern
2500 Dixie Highway
Fort Mitchell, KY 41017

Re: Shared parking request for county-owned lot

Dear Ms. Martin:

Please be advised that I have received and reviewed your request, dated February 20, 2018, to use the county-owned parking facility located behind the administration building to support your new business operation at 5975 Jefferson Street, Burlington. The additional information you provided, outlining the scope and extent of your planned operation was helpful.

The county has approved a shared use agreement for several area businesses in recent years in an effort to support business activity within Burlington. Of course this parking facility's primary use will always be focused on providing parking support for the many public services delivered from the administration building and adjacent historic courthouse.

The outline of operations and parking needs in your letter should not conflict with peak usage associated with county operations. As such, I am comfortable in approving your requested parking usage as stated. Please understand that in rare instances the parking lot may not be available due to maintenance activity or a special community event being hosted by the county.

If you have any further questions regarding this matter please feel free to contact me.

Respectfully,

Jeffrey S. Earlywine
County Administrator

Cc: Kevin Wall, Zoning Administrator
Chris Courtney, Small Business/Government Relations Coordinator ✓
Matthew Webster, Assistant County Administrator

RECEIVED: JSF
2/22/18

February 20, 2018

Meggie Martin
Greyhound Tavern, Tousey House Tavern
2500 Dixie Highway
Ft. Mitchell, KY 41017
meganawaincott@gmail.com
859-445-6144 (c)

Mr. Jeff Earlywine
County Administrator

Dear Mr. Earlywine,

I am writing to you in request of a shared parking agreement between the County and 5975 N. Jefferson Street Burlington, KY 41005. We hope to begin making improvements to our property with the end goal of opening a small event space. Our event space could be booked for intimate weddings, rehearsal dinners, baby and bridal showers, corporate events, meeting space and more. The space will not have a certified commercial kitchen, but hosts will have the option of having catered events. We hope this concept will benefit other businesses in downtown Burlington and Boone County as we plan to open the catering option to our neighboring restaurants as well as providing lists of local vendors. (florists, event planners, etc.) In addition to booked events, we hope to host our own events such as Farm to Table dinners in the back lawn supporting our local farms, wine dinners and more.

Based off of our square footage we believe our max occupancy will be around 80 guests. Our average size party we anticipate to book would be between 30-40 guests.

Our hours of operation would be based around the events booked. We would not have a set schedule of operations. However, our peak time of business would be during the weekends anytime after 5 PM. (Friday PM, Saturday AM/PM, Sunday AM/PM) Any events booked during the week at early times we predict would be small business meetings.

Based off codes, we need 1 parking spot per 2 guests. If we shoot for our max occupancy that would require 40 parking spots total. Besides the on street parking and few spaces we have behind The Tousey House, we are hoping for roughly 25-30 spots during our peak hours on the weekends.

Our parking is limited and we hope for a shared parking agreement to support our future business. I very much appreciate you taking our request into consideration and please let me know if you need further details from me.

Thanks so much,
Meggie Martin

- 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

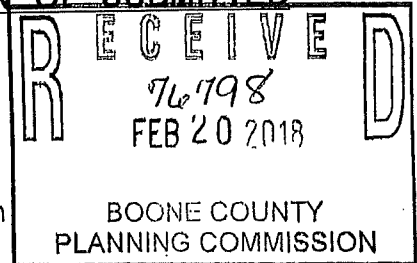
This Plan contains many detailed recommendations. To achieve them, they will need to be prioritized and spread out over time. Many of these put responsibilities on the Boone County Fiscal Court and will have to be evaluated in terms of fiscal resources and timing issues. This Plan recommends that during 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.

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)

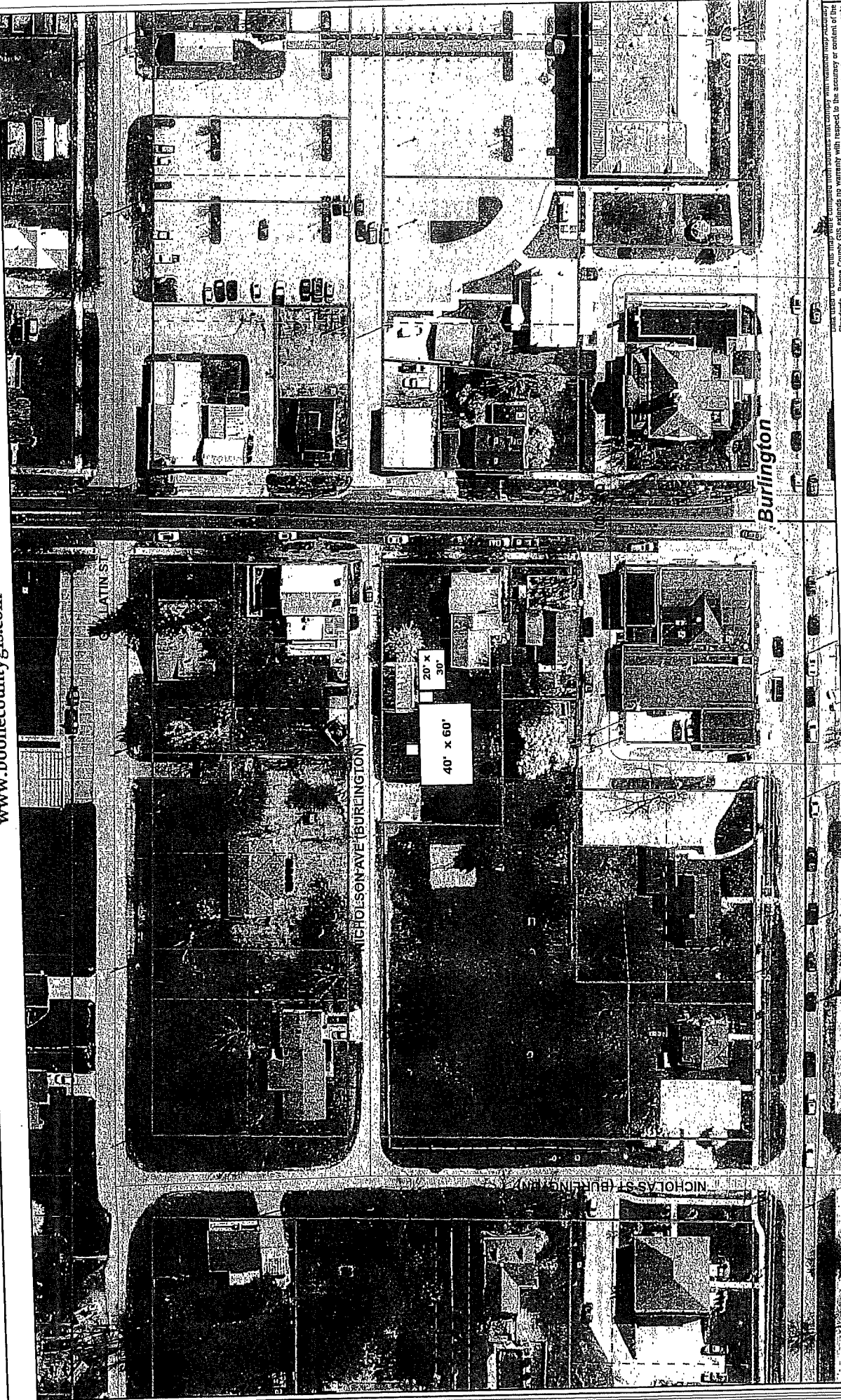
1. (Check One) Boone _____ Florence _____ Walton _____ Union _____
2. (Check One) Conditional Use Permit _____ Variance _____ Appeal _____
Change in Non-Conforming Use _____
3. Applicant's Name MEGAN A. MARTIN
Applicant's Address 5116 WOOLPER ROAD
PETERSBURG KENTUCKY 41080
City State Zip
4. Phone Number 859.445.6144 Fax No. 859.331.3409 E-Mail meganawaincott@gmail.com
Description of Request: CONDITIONAL USE PERMIT FOR EVENT SPACE
5. Name of Development THE MARIAN
6. Location of Development 5975 N. JEFFERSON STREET
BURLINGTON, KENTUCKY 41005
7. Acreage Under Review 17,280 FT
8. Lot Number and Name of Subdivision (if part of a subdivision)
LOT NUMBER 16
9. Owner of Property William R Remke
Address of Property Owner 5881 Snyder Lane
Petersburg KY 41080
City State Zip
10. Phone Number 859 801 9880 Fax No. _____ E-Mail _____
11. Proposed Use(s) on Site EVENT CENTER
12. Total Square Footage of Existing and/or Proposed Buildings APPOX. 2400 SQ FT
13. Current Zoning on Property SUBURBAN RESIDENTIAL - 2-SC
14. Deed Book 1097 Page No. 537 Group No. 194
15. Is the site subject to a zone change? _____
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: William R Remke
(Faxed, Photocopied or Scanned Signatures will NOT be Accepted)

ORIGINAL Applicant's Signature: Megan A Martin
(Faxed, Photocopied or Scanned Signatures will NOT be Accepted)

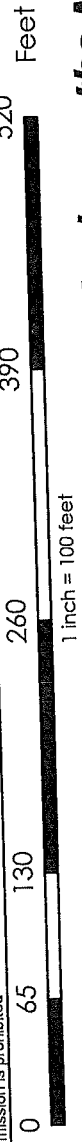
2016 AERIAL MAP WITH LARGE TENT LAYOUT

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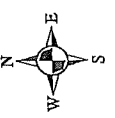
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0 65 130 260 390 520 Feet

Boone County GIS - Diffina Northern Kentucky on the Map



CERTIFICATE OF LAND USE RESTRICTION

1. NAME AND ADDRESS OF PROPERTY OWNER(S)

William R. Remke
5881 Snyder Lane
Petersburg, KY 41080

2. ADDRESS OF PROPERTY

5975 N. Jefferson Street
Burlington, KY 41005

3. NAME OF SUBDIVISION OR DEVELOPMENT (if applicable)

The Marian

4. DEED BOOK 1097

PAGE NO. 537

GROUP NO. 2024

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

Zoning Map Amendment:
From _____ To _____

Conditional Use Permit

Development Plan

Conditional Zoning

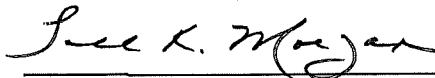
Subdivision Plat
(Not Recorded)

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



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 20 day of March, 2018.

Treva L. Beagle
Notary ID 588897
NOTARY PUBLIC, State at Large

My commission Expires:
November 12, 2021

This instrument was prepared for recording purposes only by:

Ronica Wuest
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 Board of Adjustment and in accordance with the current zoning in effect as of March 14, 2018 Certificate of Land Use Restriction (#18-BCBOA-003-A), for William R. Remke, Property Owner(s).

The following conditions will apply:

1. The maximum occupancy of an event shall not exceed 80 people.
2. All events shall be monitored by a Marian Staff person.
3. Business hours shall be limited as follows:
 - Sunday through Thursday – 10:00 A.M. to 10:00 P.M.
 - Friday and Saturday – 10:00 A.M. to 12:00 A.M.
4. Outdoor music or sound amplification shall comply with the following:
 - All music and/or speakers shall be oriented southwards or eastwards.
 - The applicant agrees to work with the neighbors and Planning Commission Staff regarding any noise issues.
5. All tents shall comply with the following:
 - All tents shall be removed within 96 hours from the time they are set up on the property.
 - Tents shall not be taller than the house located on the property.
6. Portable toilets shall only be used if an event has more than 50 people.
7. An additional street tree from Plant List A of the Boone County Zoning Regulations shall be required near the Nicholson Street right-of-way. The street tree shall be planted between the barn and existing parking pad.
8. Outdoor lighting shall be limited to low level wall sconces, emergency walkway lighting, small lanterns, and string lights.
9. A small parking pad shall be constructed between the barn and corner of N. Jefferson street and provide two van accessible parking stalls.

(C) 11/17

10. Any major exterior renovations to the barn shall be approved by the Boone County Historic Preservation Review Board to verify the improvements are compatible with the existing household and Burlington Historic District.

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

DEED BOOK 1097

PAGE NO. 537

GROUP NO. 2024