

**BOARD OF ADJUSTMENT  
BOONE COUNTY PLANNING COMMISSION**



Five (5) scaled copies and one (1) 11 x 17 reduction of submitted drawings are required

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

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: Dawn Sheanshang

Address: 1917 Whetherstone Ct.

Hebron Ky 41048  
City State Zip Code

Phone Number: 859-322-4436 Fax Number: \_\_\_\_\_

Email: dsheanshang@gmail.com

4. Description of Request: Applying for a Conditional use Permit to run a Short-term Rental.

5. Name of Development: N/A

6. Location of Development: 2900 Watts Rd.

Burlington Ky 41005  
City State Zip Code

7. Acreage Under Review: 2.11

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

9. Current Owner: Dawn Sheanshang

Address: 1917 Whetherstone Ridge

Hebron Ky 41048  
City State Zip Code

Phone Number: 859-322-4436 Fax Number: \_\_\_\_\_

Email: dsheanshang@gmail.com

10. Proposed Use(s) on Site: Short term Rental
11. Total Square Footage of Existing and/or Proposed Buildings: 2750
12. Current Zoning: GR-BD
13. 1068 656 2003  
Deed Book Page Group Number
14. Is the site subject to a zone change:  Yes  No  
If yes, date of approval: \_\_\_\_\_
15. Have you submitted a Site Plan with this request:  Yes  No
16. Have you submitted a list of adjoining property owners with this request:  Yes  No
17. I, or we, understand and agree that this application and drawing(s) are being filed in accordance with the Boone County Zoning Regulations.

Property Owner's Signature: Shamshay

Applicant's Signature: Shamshay

**SECTION B:** (To be completed by Planning Commission staff)

1. Date Received: 12/18/23 Fee Received: \$1116<sup>00</sup> Receipt #: 89689

2. Is application complete:

3. Staff Reviewer: M. Schwartz

4. Scheduled Board Action Date: 1/10/2024

5. Board Action: 1/10/2024

Approved

Approved with Conditions (see #6)

Denial (See #7)

6. Conditions of Approval: See Attached, Minutes, & CLR

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Reasons for Denial: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

## CONDITIONS OF APPROVAL

APPLICANT: Dawn Sheanshang

LOCATION: 2900 Watts Road, Boone County, Kentucky

ZONING: Graves Road-Business Park (GR-BP)

DATE: January 10, 2024

1. A Zoning Permit shall be submitted to, and approved by, the Boone County Planning Commission prior to any use of the property as a short term rental.

## STAFF REPORT

#3

APPLICANT: Dawn Sheanshang

LOCATION: 2900 Watts Road, Boone County, Kentucky

ZONING: Graves Road-Business Park (GR-BP)

DATE: January 10, 2024

### PROPOSAL

- A. The applicant is requesting a Conditional Use Permit to allow the existing single-family residential dwelling to be used as a Short Term Rental.

### SITE HISTORY

- 2016 On April 12, 2016, the Boone County Planning Commission staff approved a zoning permit to allow the construction of a single-family residence on the site.
- 2021 On April 27, 2021, the Boone County Fiscal Court adopted Ordinance Number 2021-10, changing the zoning of the site in question from RSE to GR-BP (R-21-003-A).
- 2023 On October 24, 2023, the Boone County Fiscal Court adopted Ordinance Number 2023-21, adding Short Term rental as a Conditional Use within the GR-BP district (R-23-019-A).

### APPLICABLE REGULATIONS

- A. Section 202.C of the Boone County Zoning Regulations states that one of the duties of the Board of Adjustment is to grant conditional uses permits to allow the proper integration into the community of uses which are specifically named in the zoning regulations which may be suitable only if specific locations in the district and only if certain conditions are met.
- B. The Board should evaluate the request as it relates to the criteria necessary for granting a Conditional Use Permit as stated in Section 205.H of the Boone County Zoning Regulations.
1. Findings listed in Section 205.H (Findings for all Conditional Uses):
    - a. 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.
    - b. 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.
    - c. Will be hazardous to existing or future neighboring uses.
    - d. 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 any such services.

- e. Will create excessive additional requirements at public cost for public facilities and services and will be detrimental to the economic welfare of the community.
- f. Will 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.
- g. Will have vehicular approaches to the property which shall be so designed as not to create an interference with traffic on surrounding public thoroughfares.

C. Section 505.5 of the Boone County Zoning Regulations identifies 'Short Term Rental' as Conditional Uses within the GR-BP district.

D. Section 2700. A of the Boone County Zoning Regulations states that "the new I-275/Graves Road Interchange provides an opportunity to create a unique gateway to Boone County's Hebron and Bullittsville areas and should be characterized by "attractive building designs, pleasant and efficient site layouts, effective, and reserved, signage, tasteful lighting, beautiful landscaping, open space, and enhanced pedestrian accessibility that will create a place not typical of most interstate interchanges". The new Graves Road (KY 495) should become a unifying corridor through the area by connecting the communities of Bullittsville and Hebron with a mix of land uses working in support of each other as well as the existing uses in the area. It is the goal of these regulations to not only encourage and attract new businesses, employers, and residents to live and work, but also to create a special place that accommodates the various uses that rely on the interchange as a means of transportation."

E. Section 4000 of the Boone County Zoning Regulations defines 'Short Term Rental' as follows:

The rental of a residential dwelling unit, or a portion thereof, for a period pf less than thirty (30) days. This term does not include:

- A. A unit that is used for nonresidential purposes, including an educational, health care, retail, restaurant, banquet space, or event center purpose or another similar use.
- B. A bed and breakfast.
- C. A hotel/residence hotel.

F. Section 3191 of the Boone County Zoning Regulations provides for the following supplemental regulations/standards for 'Short Term Rentals':

- 1. Except as provided for in ARTICLE 34, there shall be no external on-site or off-site advertising signs or displays indicating the property is a short term rental.

2. Short term rentals shall not be allowed in any area not considered a primary dwelling (i.e., recreational vehicles, tents, garages, boats, etc.).
3. There shall be no more than two (2) adult guests per bedroom, plus no more than two (2) additional adult guests, except for the following:
  - a. There shall be a maximum occupancy of ten (10) persons, adult or children.
  - b. Bedrooms under one hundred twenty (120) square feet shall be limited to only one (1) adult occupant.
4. Parking requirements shall be as follows:
  - a. When the short term rental is located in a portion of the dwelling unit, two (2) parking spaces shall be provided for the residence and a minimum of one (1) parking space shall be provided per guest room or suite.
  - b. When the short term rental is located within the entire dwelling unit, a minimum of one (1) parking space shall be provided per guest room or suite.
  - c. All parking for a short term rental, whether required by these regulations or in excess of these regulations, shall be provided off-street.
5. Any advertisement of the property as a short term rental and all rental contracts must contain language that specifies the allowed maximum number of occupants and maximum number of vehicles.
6. The property on which the short term rental is to be located shall not be located closer than 1,000 feet, measured in a straight line from the nearest property line to the nearest property line of any other approved short term rental. Such permits shall be given on a first come, first serve basis.
7. When located in a residential district, a short term rental shall use the existing, main building entrance for access and the construction of additional exterior ingress/egress doorways shall be prohibited. Access to individual guest rooms or suites shall be from the interior of the structure.
8. It shall be unlawful:
  - a. To operate, or to allow to be operated, a short term rental without first obtaining a Permit for the property in which the rental is to occur with the City in accordance with Ordinance Number O-20-20. (Applies to the City of Florence Only)
  - b. To operate, or to allow to be operated, a short term rental without first obtaining a Permit for the property in which the rental is to occur with the Boone County Fiscal Court. (Applies to Unincorporated Boone County Only)
  - c. To advertise or offer a short term rental without first registering the property in which the short term rental is to occur with the City in accordance with Ordinance Number O-20-20. Documented advertising of the subject property as a short term rental, online or offline, shall be considered evidence of a violation of this regulation. (Applies to the City of Florence Only)

- d. To advertise or offer a short term rental without first registering the property in which the rental is to occur with the Boone County Fiscal Court. Documented advertisement of the subject property as a short term rental, online or offline, shall be considered evidence of a violation of this regulation. (Applies to Unincorporated Boone County Only)
  - e. To operate a short term rental that does not comply with all applicable city, county, and state laws and codes.
  - f. To operate a short term rental without paying the required hotel occupancy taxes.
  - g. To offer or allow the use of a short term rental in a manner which violates the City Noise Ordinance (O-16-95). (Applies to the City of Florence Only)
  - h. To fail to include a written prohibition against the use of a short term rental for having a party in every advertisement, listing, or other publication offering the premises for rent.
  - i. Permit the use of the short term rental for any illegal purposes or any use not permitted by the residential zoning regulations.
9. Depending on the scope of improvements, a Zoning Permit or Tenant Finish Permit per ARTICLE 4, or a Minor Site Plan or Major Site Plan per ARTICLE 30, shall be submitted to and approved by the Planning Commission prior to constructing any improvements and operating a short term rental.

#### RELATIONSHIP TO THE COMPREHENSIVE PLAN

- A. The Our Boone County Plan 2040 Future Land Use Plan designates the site for “High Suburban Density Residential” uses, which is described as single-family and/or attached housing of up to 8 dwelling units per acre. This classification is typified by townhouse, condominium, and zero-lot line development, and also pertains to existing mobile home parks.
- B. The following Our Boone County Plan 2040 Goals and Objectives apply to this application:
  1. Mixing of residential and other land uses shall be encouraged where appropriate (Overall Goal A, Objective 2).
  2. Land uses and zoning decisions shall strive to balance the rights of landowners with the rights of neighbors and the community (Overall Goal A, Objective 4).
  3. Development policies shall not discriminate against any person (Demographics Goal A, Objective 1).
  4. Provide appropriate services, housing, employment, and shopping opportunities in order to meet the needs of the population in all geographic areas of the County (Demographics Goal A, Objective 4).
  5. Home ownership shall be encouraged and incentivized as well as redevelopment and renovation of deteriorating housing stock (Demographics Goal B, Objective

- 3).
  6. Tourist oriented commercial facilities should be encouraged provided that the impacts on other land uses are minimal (Natural and Cultural Resources Goal A, Objective 4).
  7. Industries shall be promoted in suitable locations to make the county a vital part of a strong regional economy (Economy Goal A, Objective 2).
  8. Tourism (including agri-tourism and heritage tourism), telecommuting, and virtual employment shall be encouraged as an economic resource while minimizing potential impacts (Economy Goal A, Objective 7).
  9. Boone County shall seek a combination of land uses that balances revenues generated from those uses with the expenditures required to support them (Economy Goal A, Objective 8).
  10. 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 Goal B, Objective 2).
  11. Commercial uses shall be designed and located to coordinate with the surrounding land uses and shall have safe access and adequate parking (Economy Goal B, Objective 3).
- C. Watts Road is a county maintained local street providing for two way traffic within an approximate fifteen (15) foot pavement width. There are sidewalks along both sides of the roadway.

#### RELATIONSHIP TO THE GRAVES ROAD STUDY

- A. The Graves Road Study designates the site for “Business Park” uses, which is described as a mix of office warehouse, research, office, and light industrial uses in a park-like, office campus setting with large building setbacks, low floor area ratio, integrated pedestrian and recreation facilities, consistent architectural and signage theme, extensive landscaped areas, and attractive entrance treatment. This land use is recommended for high visibility areas and transition areas between industrial and residential land uses.

#### SITE CHARACTERISTICS

- A. The approximate 1.1 acre area is located along the east side of Watts Road, approximately nine hundred fifty (950) feet north of Petersburg Road.
- B. The site has approximately one hundred seventy (170) feet of frontage along Watts Road and Graves Road.
- C. Access to the site is provided by a single curb cut onto Watts Road.

- D. The site is currently occupied by a two-story, four-bedroom, detached residential structure, with a two-car attached garage and a gravel driveway.
- E. The site can accommodate parking for eighteen(18) vehicles, two in the garage, eight on the parking pad in front of the garage, and eight on the driveway.
- F. Topographically, the site it relatively flat with little slope.

#### SURROUNDING LAND USES AND ZONING

North: Single-family residential dwellings (GR-BP)

South: Single-family residential dwellings and vacant/undeveloped land (GR-R)

East: Graves Road, single-family residential dwellings, and vacant/undeveloped land (GR-BP)

West: Single-family residential dwellings (GR-BP)

#### PROPOSED DEVELOPMENT

- A. The applicant is proposing to use a the four (4) bedroom house as a short term rental.

#### STAFF COMMENTS

- A. The site is located along Blacksmith Place, a local street.
- B. The site is located approximately 4,300 feet from the nearest approved Short Term Rental.
- C. It takes one (1) turning movement to get to the site in question from the nearest arterial street, which is Petersburg Road.
- D. Watts Road terminates approximately two thousand three hundred (2,300) feet north of the site in question.
- E. Should the Board take action to approve the submitted request, Staff is suggesting the following conditions be considered as part of that action:
  - 1. A Zoning Permit shall be submitted to, and approved by, the Boone County Planning Commission prior to any use of the property as a short term rental.

#### CONCLUSION

- A. KRS 100.237 and Section 202.C of the Boone County Zoning Regulations give the Boone County Board of Adjustment and Zoning Appeals the authority to act on the Conditional Use Permit request.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read 'MDS', with a large, stylized loop at the end.

Michael D. Schwartz  
Director, Zoning Services

MDS/ss

Attachments

- \*Vicinity Map
- \*Aerial Map
- \*Topographical Map
- \*Zoning Map
- \*2040 Future Land Use Map
- \*Graves Road Study Future Land Use Map
- \*Application
- \*Boone County Short Term Rental Permit Application
- \*Concept Development Plan

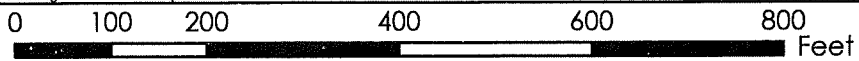
# Vicinity Map

www.boonecountygis.com



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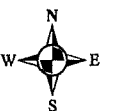
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1 inch = 200 feet



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



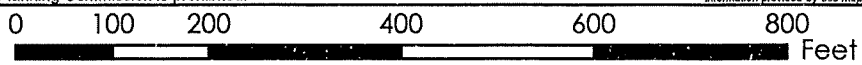
# Aerial Map

www.boonecountygis.com



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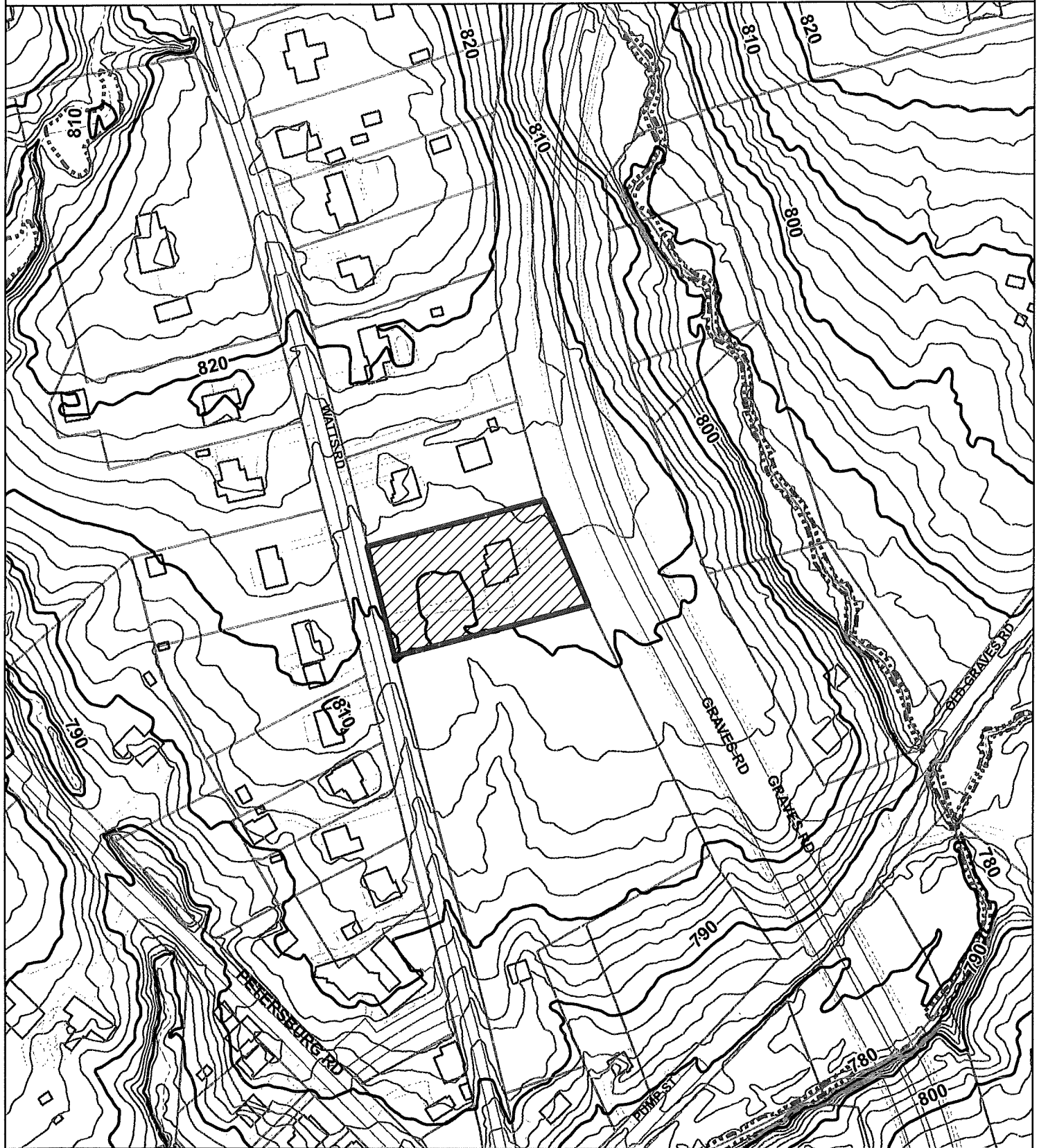


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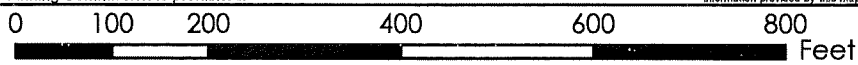
# Topographic Map

www.boonecountygis.com



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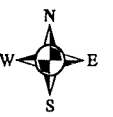
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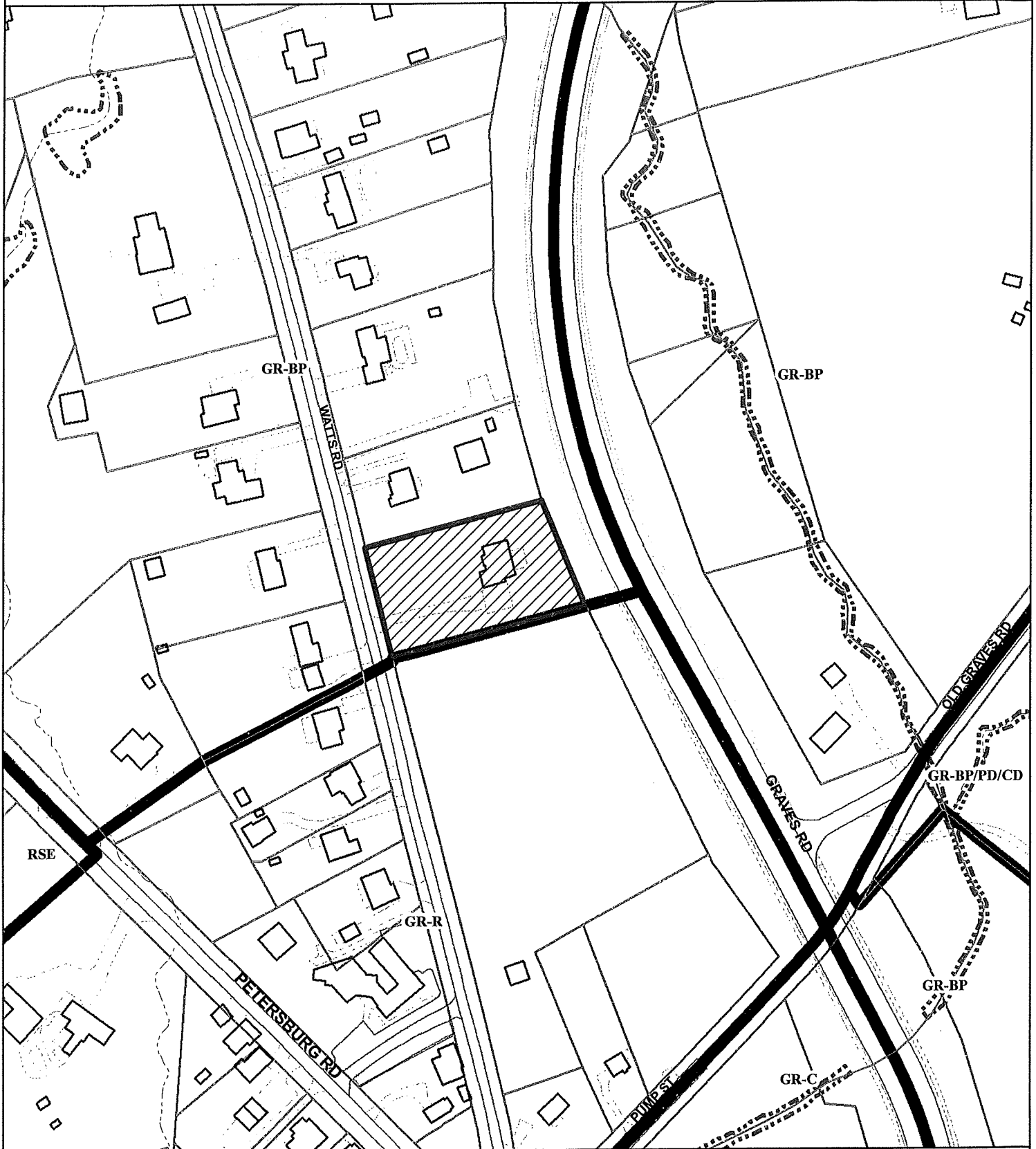


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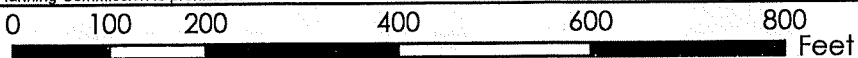
# Zoning Map

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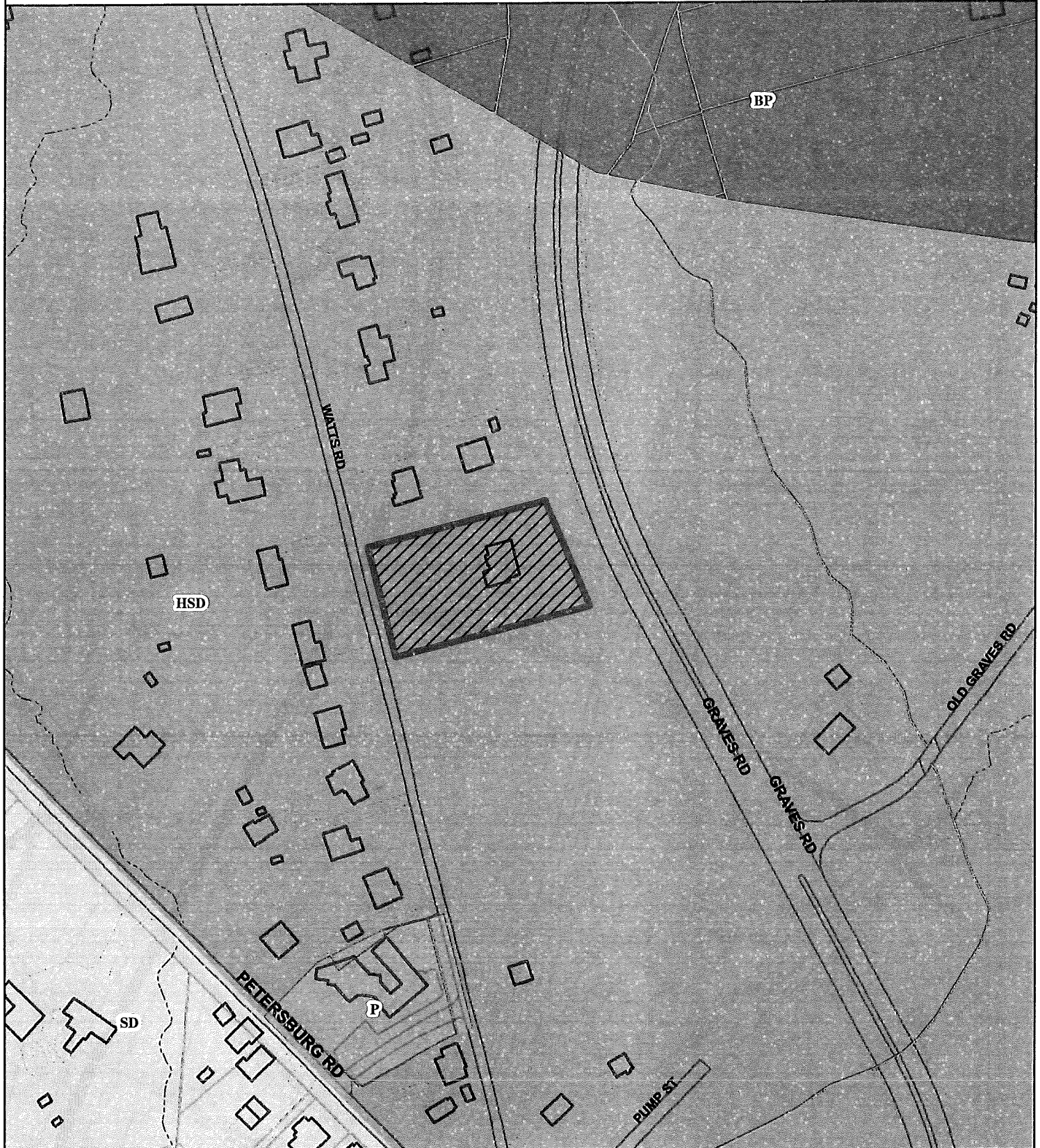


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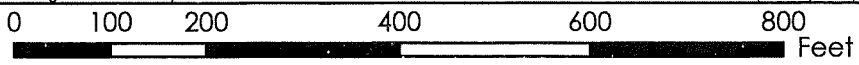
# 2040 Future Land Use Map

www.boonecountygis.com



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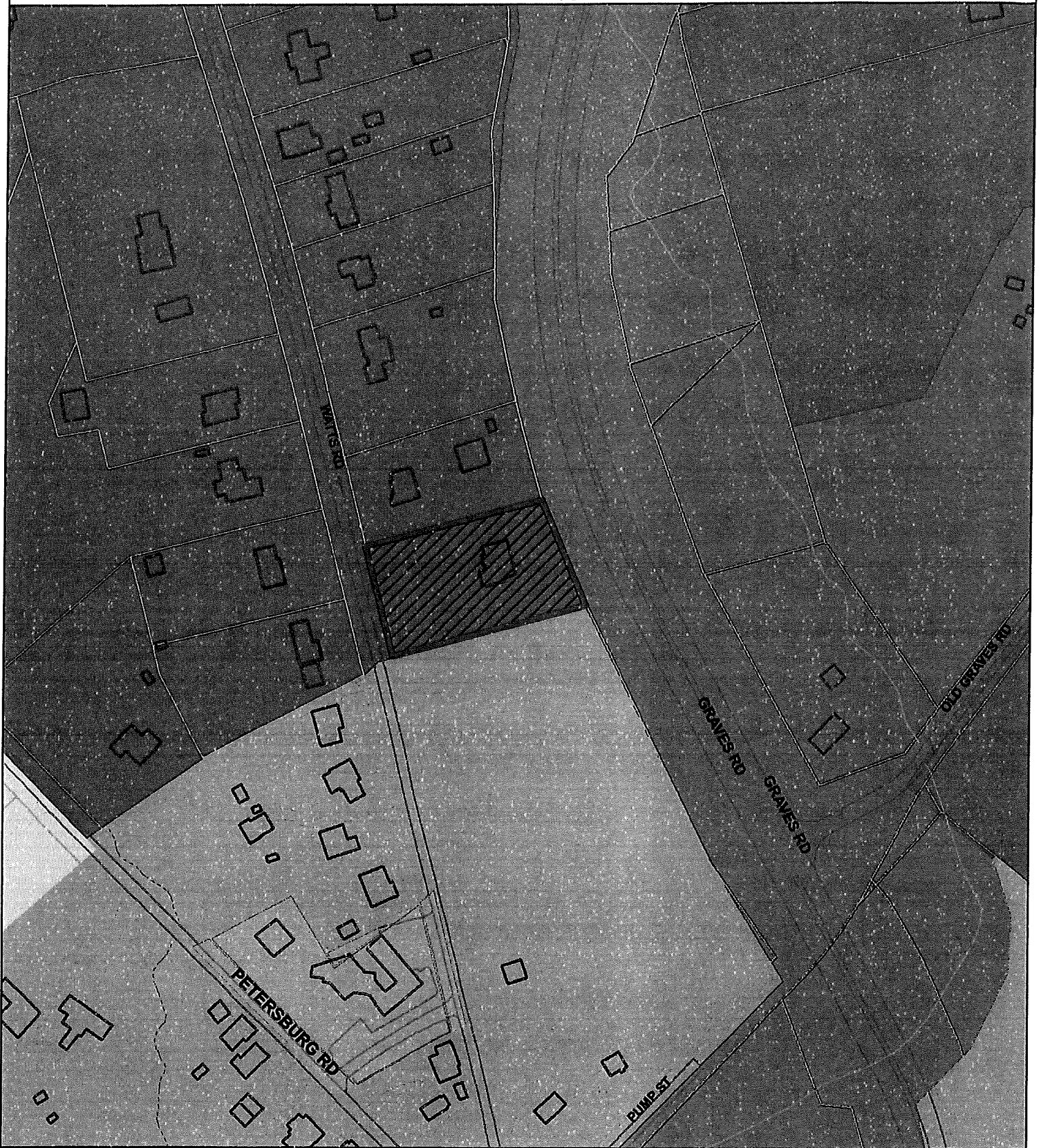


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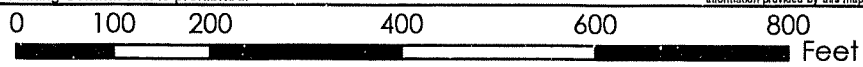
# Graves Road Study Future Land Use Map

www.boonecountygis.com



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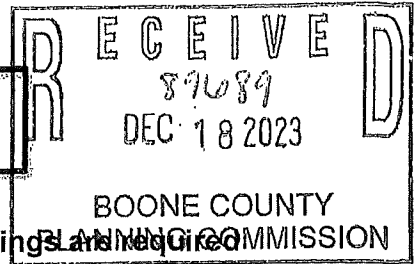


**Boone County GIS - Putting Northern Kentucky on the Map**

Map Created: xx/cv/2022

ArchMap Document: \*.mxd

**BOARD OF ADJUSTMENT  
BOONE COUNTY PLANNING COMMISSION**



Five (5) scaled copies and one (1) 11 x 17 reduction of submitted drawings and required

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

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1. Check One  Boone  Florence  Walton  Union
2. Check One  Conditional Use Permit  Variance  Appeal  
 Change in Non-Conforming Use
3. Applicant: Dawn Sheanshang  
Address: 1917 Whethurstone Ct.  
Hebron Ky 41048  
City State Zip Code  
Phone Number: 859-322-4436 Fax Number: \_\_\_\_\_  
Email: dsheanshang@gmail.com
4. Description of Request: Applying for a Conditional use Permit to run a Short term Rental
5. Name of Development: N/A
6. Location of Development: 2900 Watts Rd.  
Burrington Ky 41005  
City State Zip Code
7. Acreage Under Review: 2.11
8. Lot Number and Name of Subdivision (if part of a subdivision): \_\_\_\_\_
9. Current Owner: Dawn Sheanshang  
Address: 1917 Whethurstone Ridge  
Hebron Ky 41048  
City State Zip Code  
Phone Number: 859-322-4436 Fax Number: \_\_\_\_\_  
Email: dsheanshang@gmail.com

10. Proposed Use(s) on Site: Short term Rental
11. Total Square Footage of Existing and/or Proposed Buildings: 2750
12. Current Zoning: GR-BD
13. 1068 656 2003  
Deed Book Page Group Number
14. Is the site subject to a zone change:  Yes  No  
If yes, date of approval: \_\_\_\_\_
15. Have you submitted a Site Plan with this request:  Yes  No
16. Have you submitted a list of adjoining property owners with this request:  Yes  No
17. I, or we, understand and agree that this application and drawing(s) are being filed in accordance with the Boone County Zoning Regulations.

Property Owner's Signature:

Rhanshaw

Applicant's Signature:

Rhanshaw

**SECTION B:** (To be completed by Planning Commission staff)

1. Date Received: 12/18/23 Fee Received: \$1116<sup>00</sup> Receipt #: 89689

2. Is application complete:

3. Staff Reviewer: \_\_\_\_\_

4. Scheduled Board Action Date: \_\_\_\_\_

5. Board Action: \_\_\_\_\_

\_\_\_\_\_ Approved

\_\_\_\_\_ Approved with Conditions (see #6)

\_\_\_\_\_ Denial (See #7)

6. Conditions of Approval: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

7. Reasons for Denial: \_\_\_\_\_

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\_\_\_\_\_  
\_\_\_\_\_

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



**BOONE COUNTY**  
KENTUCKY

# Short Term Rental Unit Permit Application

Applicant Information

Applicant Name Dawn Sheanshang

Home Phone 859-322-4436 Cell Same

Mailing Address 1917 Whitherstone Ridge

City Hebron State Ky Zip Code 41048

E-Mail dsheanshang@gmail.com

Short Term Rental Unit Information

Short Term Rental Address 2900 Watts Road Burlington KY 41005

Number of Bedrooms: 5 Number of off-street parking spaces 10

Maximum Number Occupants Requested 10 (Maximum of 10 occupants)

Emergency Contact Information (Emergency Contact must be able to respond to property within one (1) hour)

Name Dawn Sheanshang

Mailing Address 1917 Whitherstone Ridge

City Hebron State Ky Zip Code 41048

Cell Phone 8593224436 Alternate Contact Number \_\_\_\_\_

Email Address dsheanshang@gmail.com

I acknowledge that I understand that a Short Term Rental is defined as the rental of residential dwelling unit, or a portion thereof, for a period of less than 30 days and must comply with all zoning regulations, conditional use permit conditions and the County Short Term Rental Ordinance requirements. DS (initial)

**Initial Permit Application**

The following items are required to be submitted prior to the initial issuance of a Short Term Rental Permit. :

- Floor plan sketch
- Self-safety inspection form
- Certificate of Insurance
- Copy of information brochure
- Approved Conditional Use Permit (within 90 days after application)
- Boone County Occupational License (within 90 days after application)

**Short Term Rental Permit Renewal**

- For Short Term Rental Permit Renewals, the following items are required to be submitted with application:
- Certificate of Insurance
- Current Boone County Occupational License
- Updates to any other document initially submitted. If no revisions have been made, please initial here \_\_\_\_\_

I hereby affirm that the information provided on this form is accurate to the best of my knowledge

Dawn Sheanshang  
Name (print)

D Sheanshang  
Signature

8/21/23  
Date

**Please Return this Application to the Boone County Occupational License Department.  
2950 Washington Street Box 960 Burlington, KY 41005**

Office Use Only Below This Line

Boone County Planning Commission Approval: \_\_\_\_\_ Date \_\_\_\_\_

STRU License is:  Approved  Denied on this date \_\_\_\_\_

Boone County Fiscal Court \_\_\_\_\_ Date \_\_\_\_\_

Permit Number: \_\_\_\_\_

## General Business Certificate

County of Boone, KY

The person, firm or corporation named below is granted this certificate pursuant to the provisions of the Boone County Tax Ordinance to engage in, carry on or conduct the business, trade, calling, profession, exhibition or occupation.

Business Name: DAWN SHEANSHANG  
Business DBA:

Business Account No: 035362

DAWN SHEANSHANG  
1917 WETHERSTONE RIDGE  
HEBRON, KY 41048

Effective Date: 09/21/2023

Expiration Date: 04/15/2024



To Be Posted in a Conspicuous Place  
NOT TRANSFERABLE

A handwritten signature in cursive script, appearing to read "Gary W. Moore".

Gary W. Moore County Judge Executive



BOONE COUNTY  
KENTUCKY

SHORT TERM RENTAL SAFETY CHECKLIST

Name: Dawn Sheanshaw  
Address: ~~2900 Watts Road~~ 1917 Whetherstone Ridge Hebron Ky 41048  
Phone number: 859-322-4636  
Email: dSheanshaw@gmail.com  
Address of STRU: 2900 Watts Road Burlington Ky 41008

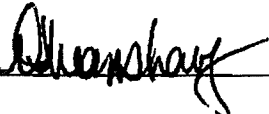
Please Check the Box for EACH Item Attesting that the Required Safety Item is Present on the Premises

1. A fire safety plan shall be posted on each level of the home and inside each bedroom. The fire safety plan shall include the following information:
  - Phone number and procedures to report an emergency:
    - Boone Center 911 Emergency
    - Boone Center Non-Emergency 859-371-1234
    - Property Address
  - Floor Plans identifying the locations of the following Exits
    - Primary evacuation routes
    - Secondary evacuation routes
  - Name and phone number of an emergency contact for the property.
2. Portable fire extinguishers
3. The property address must be installed on the exterior of the home in a location that faces the road. The address numbers must be at least 4 inches in height.
4. Gas or other fuel fired appliances must have 36 inches of clearance. (No storage for 3ft)
5. Portable unvented fuel fire heating equipment is prohibited from use (No kerosene heaters)\
6. Electrical outlets, switches, junction boxes and any other electrical boxes must have cover plates.
7. No open unconnected wires are permitted. All open wiring must be in electrical junction boxes
8. Electrical panels require a minimum 36 inches in front of the panel. No storage shall be within this 36 inches.

- 9. Extension cords shall not be used for permanent wiring. Ensure that extension cord usage within the home is only for temporary use.
- 10. Holes in walls, ceilings and doors must be repaired.
- 11. A portable fire extinguisher must be present on every level of the home. A minimum size of 2A10BC is required.
- 12. Smoke Alarms are required to be installed in the following locations:
  - a. In every bedroom
  - b. outside of every bedroom
  - c. On every level of the home
  - d. Smoke detectors more than 10 years old shall be replaced.
- 13. Carbon Monoxide alarms shall be installed in the following locations:
  - a. Outside every bedroom
  - b. On every level of the home
- 14. Every bedroom shall have two means of exit. Either two exit doors or an exit door and window. If a bedroom does not have two means of exit then it may not be used for short term rental. The window must be at least 24 inches high and 20 inches wide. The window may not be more than 44 inches from the floor. A bedroom exit door may not be less than 28 inches in width and 81 inches in height.
- 15. All windows and doors must operate and able to be opened.
- 16. The exterior of all exits shall be free of obstructions.
- 17. Flammable liquid storage in excess of 10 gallons shall be stored in an approved flammable liquids cabinet. No flammable liquids shall be stored under steps.

By signing below, I acknowledge completion of the checklist and have ensured that the structure meets all of the required fire and life safety code requirements as a condition of the rental permit application.

Printed name: Dawn Sheenshaw Date: 8/14/23

Signature: 



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
08/14/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).


<b>PRODUCER</b> Shepherd Insurance, LLC. 234 Main Street Florence KY 41042		<b>CONTACT NAME:</b> CERTIFICATE PROCESSING DEPARTMENT <b>PHONE (A/C, No, Ext):</b> (859) 371-7006 <b>FAX (A/C, No):</b> (859) 371-9070 <b>E-MAIL ADDRESS:</b> certs@shepherdins.com	
<b>INSURED</b> Larry Sheanshang 1917 Whetherstone Rdg Hebron KY 41048-7514		<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A: Auto-Owners Insurance Co INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	
		<b>NAIC #</b> 18988	

**COVERAGES**      **CERTIFICATE NUMBER:** CL2381403707      **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

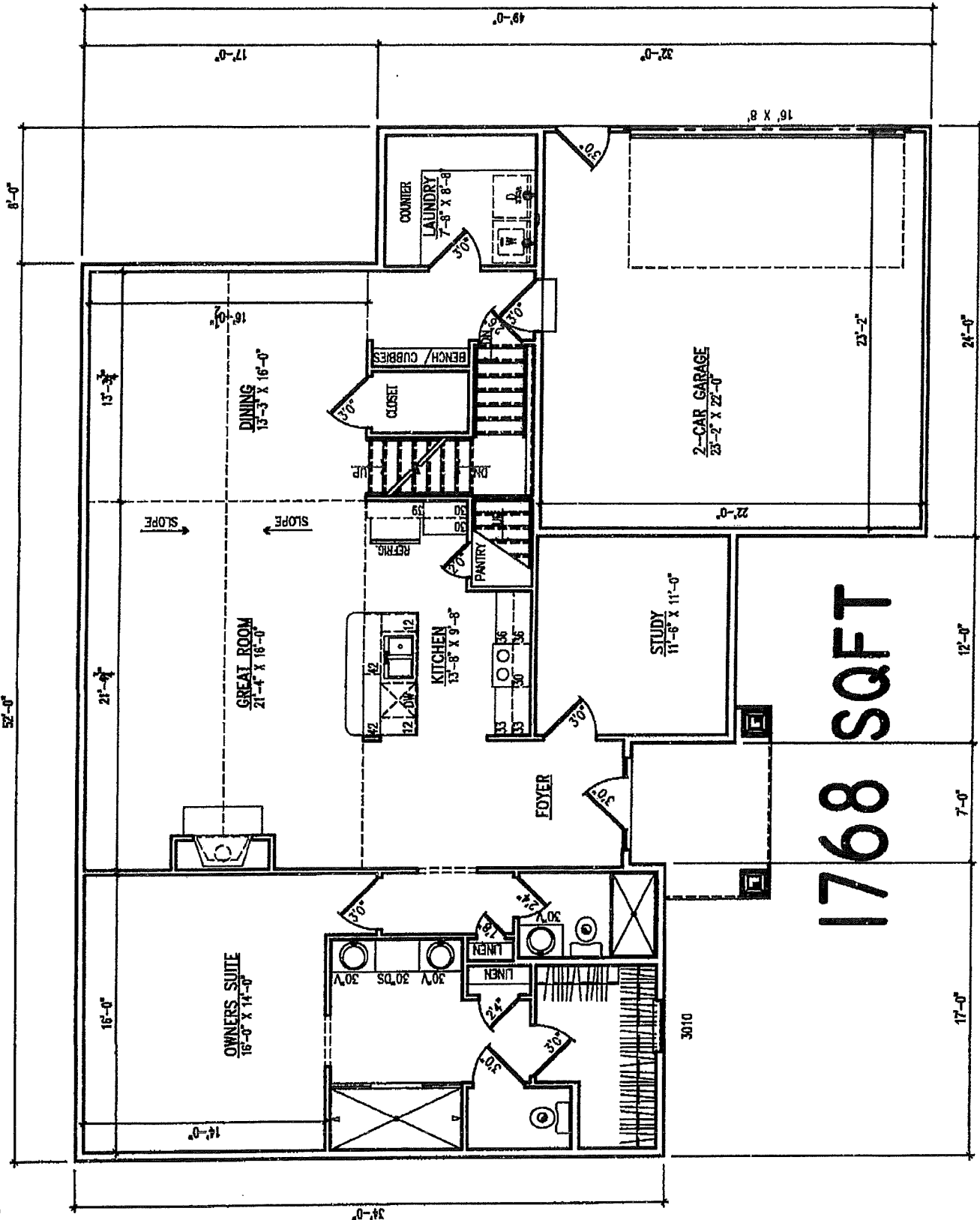
INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR		52541011	05/10/2023	05/10/2024	EACH OCCURRENCE \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
	<input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY					MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED    RETENTION \$					COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory In NH) <input type="checkbox"/> Y/N If yes, describe under DESCRIPTION OF OPERATIONS below	N/A				PER STATUTE    OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES** (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)  
 Re: 2900 Watts Rd., Burlington, KY 41005.

<b>CERTIFICATE HOLDER</b> Larry Sheanshang 1917 Whetherstone Ridge Hebron KY 41048	<b>CANCELLATION</b> SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE 
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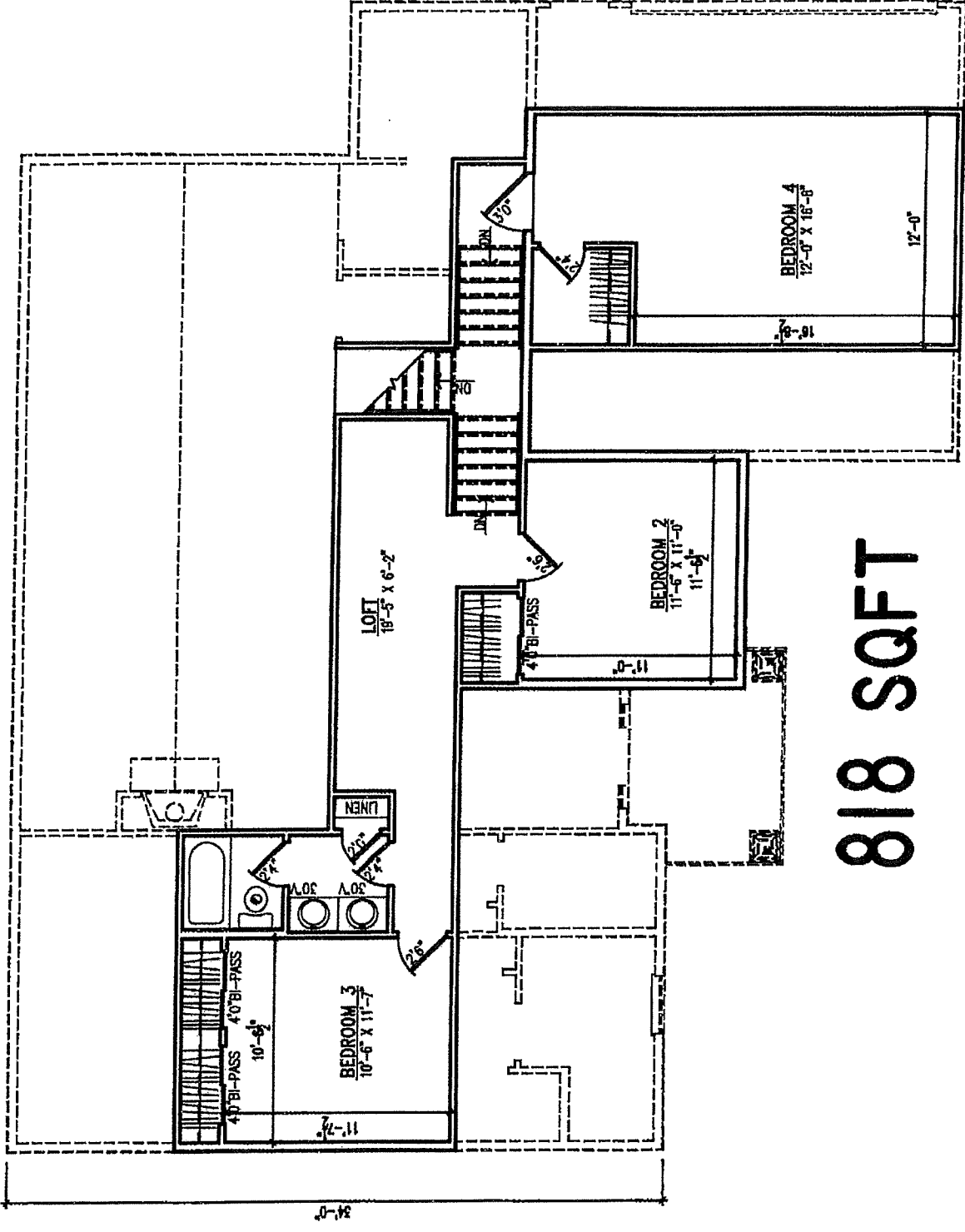


# Simplified Floor Plan First Floor



1768 SQFT

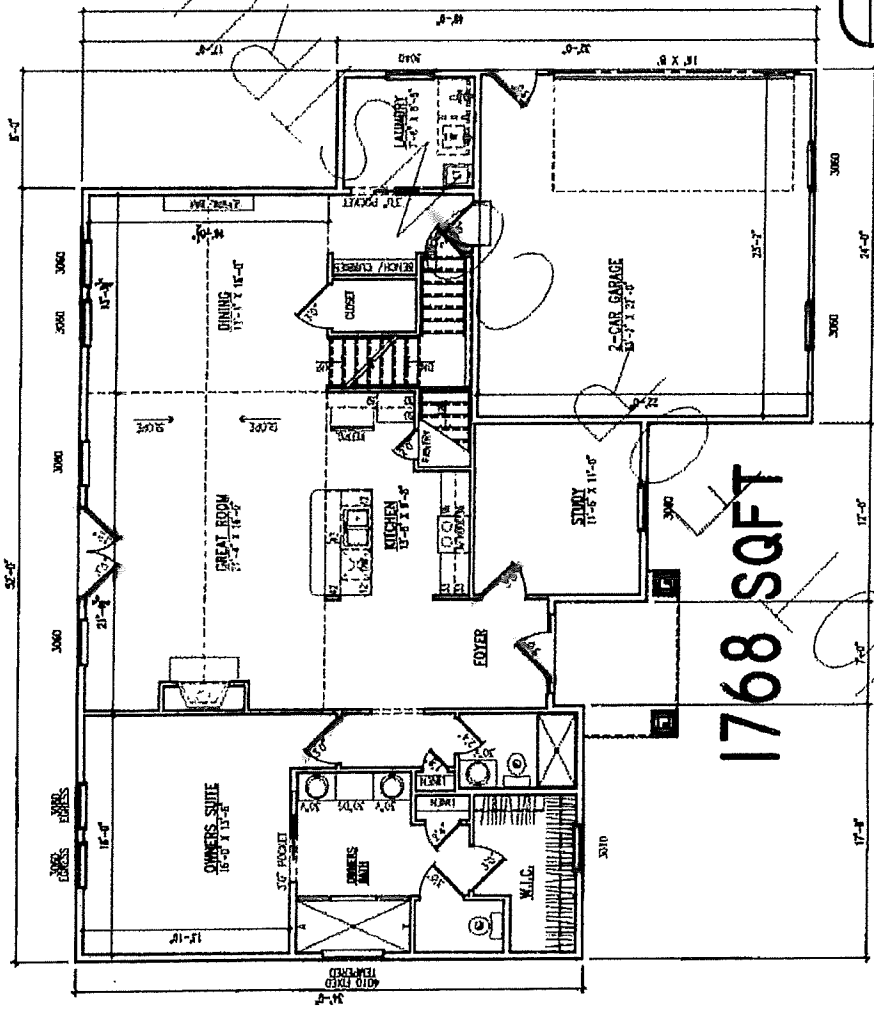
Sumplital Floor Plan  
Second Floor



818 SQFT

Highlighted Exits  
First Floor

SECTION



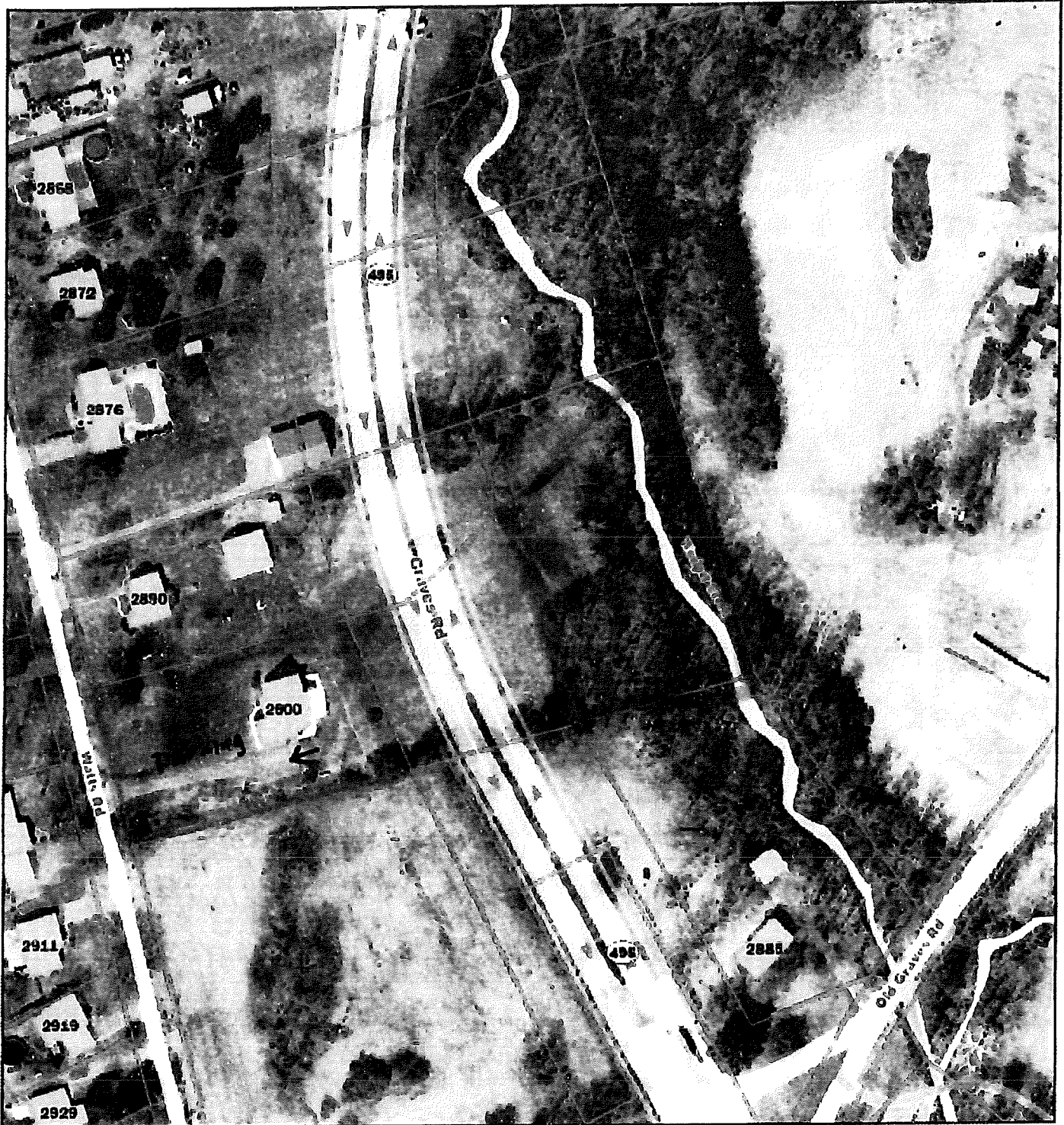
CABINET DETAIL  
SCALE: 1/8" = 1'-0"

MECHANICAL LEGEND	
+	BASE BR
○	FLOOR DRAIN
●	FRIDGE JACK
○	WALL OUTLET
○	HEADROOM OUTLET
○	220 OUTLET
○	240 OUTLET
○	3-WAY SWITCH
○	4-WAY SWITCH
○	5-WAY SWITCH
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FIRST FLOOR MECHANICAL PLAN  
SCALE: 1/8" = 1'-0"

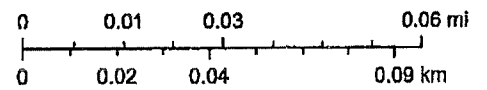


# Boone County PVA's Office



8/28/2023, 1:15:11 PM

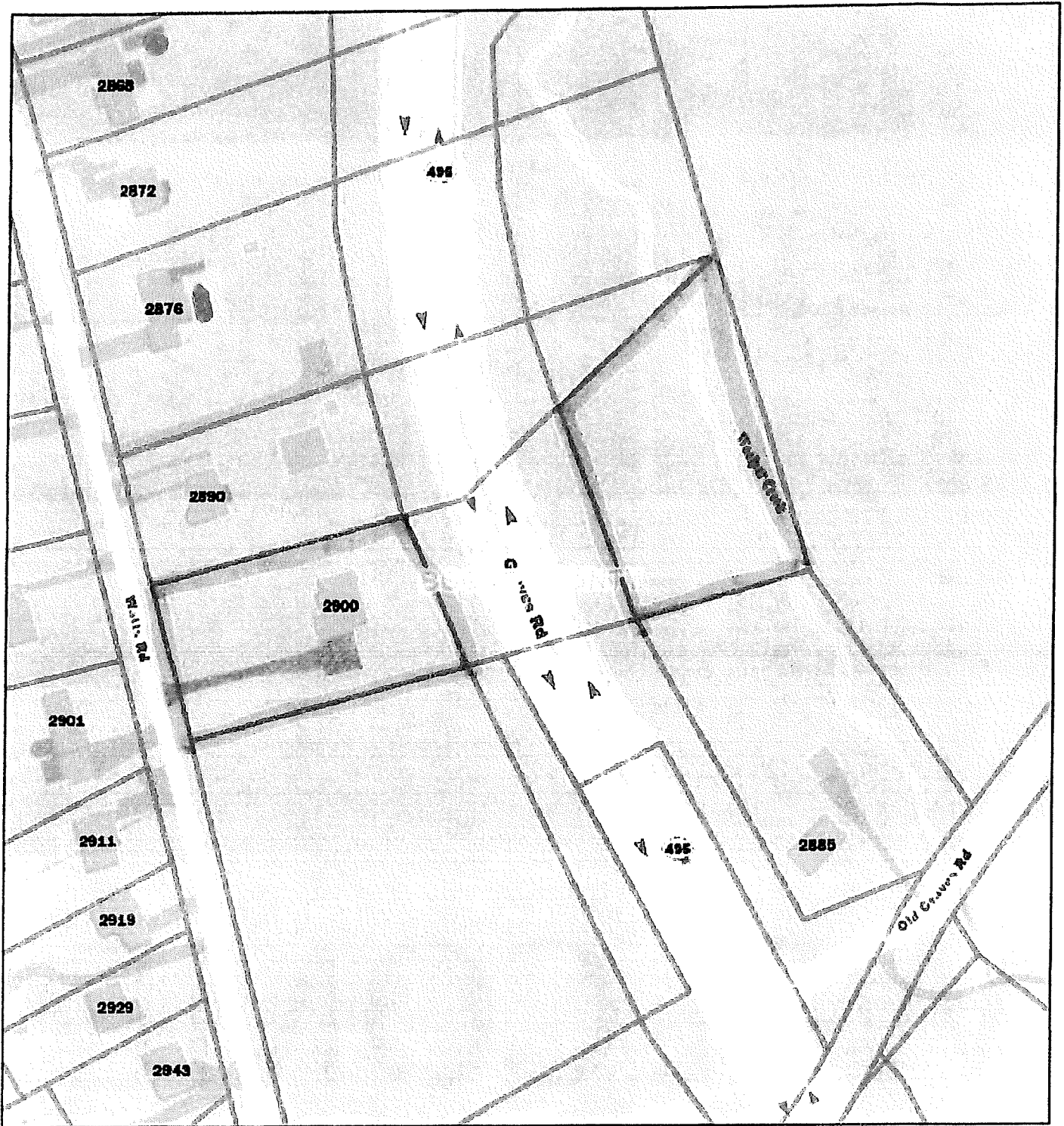
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- |                                 |                   |
|---------------------------------|-------------------|
| Buildings (LOD 18-21)           | Exterior Features |
| Building Footprints (LOD 18-21) | Deck              |
| Parcel Tract (outline)          | Swimming Pool     |
| Roadways                        | Patio             |
| Roadway                         | Driveway          |
| Bridge                          | Sidewalk          |

GIS Services Division, Boone County Planning Commission

# Boone County PVA's Office

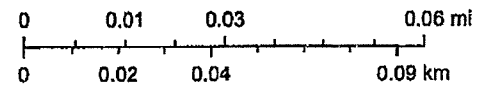


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- |                                 |                          |          |
|---------------------------------|--------------------------|----------|
| Buildings (LOD 18-21)           | Parking Lots             | Driveway |
| Building Footprints (LOD 18-21) | Asphalt                  | Sidewalk |
| Parcel Tract (outline)          | <b>Exterior Features</b> |          |
| <b>Roadways</b>                 | Deck                     |          |
| Roadway                         | Swimming Pool            |          |
| Bridge                          | Patio                    |          |

*Parking  
property  
lines*



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# WELCOME

Burlington Bungalow



# Hello

Hello! I'm Dawn - My husband and I designed this home with family in mind! This home means so much to us and we wanted to share its charm with others. We have made so many memories here and hope that you enjoy our home just as much! There are so many fun things to do in the area and the location is very convenient! Please find a few of our favorite restaurants and destinations included. Thank you for choosing our home as your getaway!

Make yourself at home and do not hesitate to reach out with any questions or concerns!

The Sheanshang Family

*Dawn*



# WiFi

*Scan to Connect*

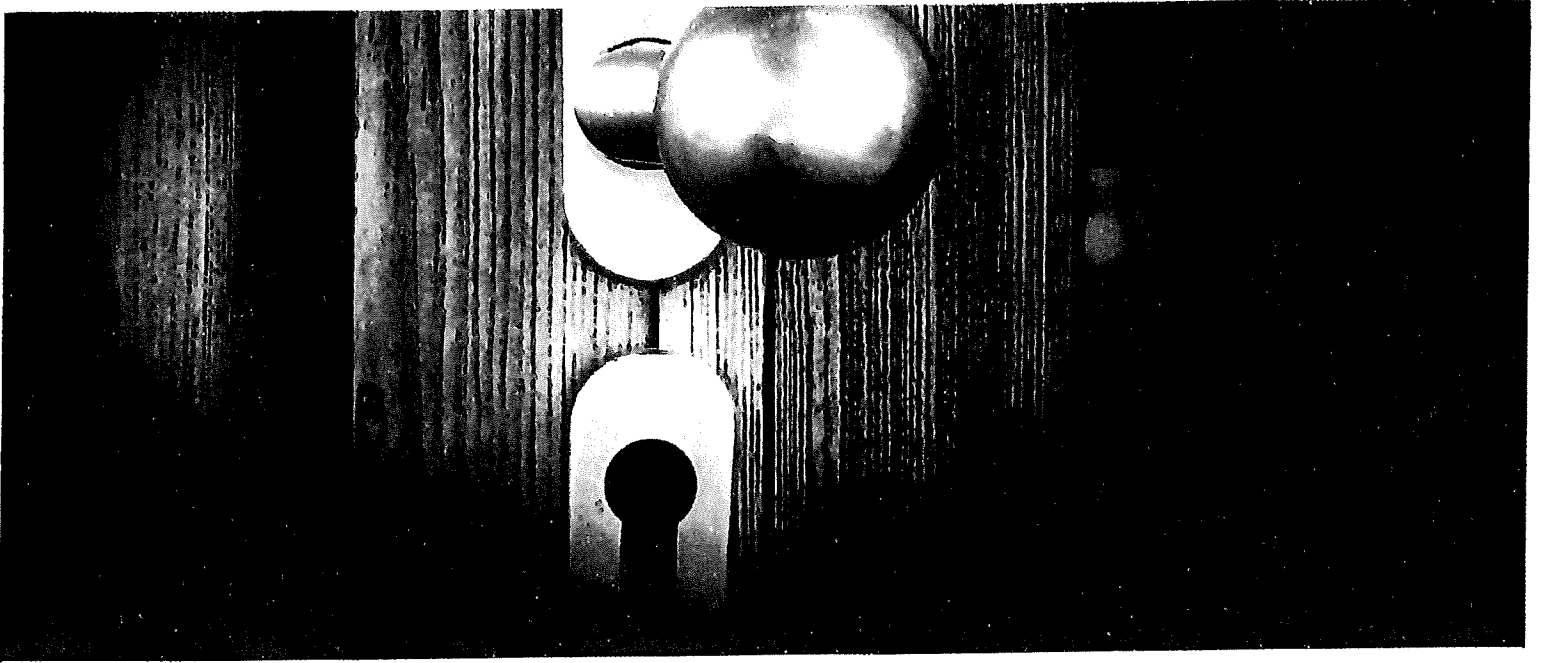


2900 Watts



Welcome!!





# Check-In

Check in after 3:00 pm  
Check out by 11:00 am

## Directions to 2900 Watts Rd, Burlington, KY 41005

- From 275 west take exist 6B to KY-237 toward Hebron. Take a right on Petersburg rd and then a right on Watts Rd
- When you get close you will notice the GPS might take you to the highway, let other guests know.

### Parking

Guests have access to ample parking  
but DO NOT PARK IN GRASS

### Security + Keycode

Access the property through the side  
door near the garage. The code will be  
shared one day prior to check in.

# Contacts

**Emergency: 911**

**Boone Center Non-Emergency: 859-371-1234**

**Property Address:**

**2900 Watts Road Burlington KY 41005**

**Contacts:**

**Dawn Cell 859-322-4636**

**Larry Cell 859-802-2698**

# House Guide

## Thermostat

This house is equipped with a smart thermostat on the first floor near the kitchen. Feel free to adjust as needed

## Patio Furniture & Grill

Feel free to use the gas grill on the back deck and in the event the propane runs out please let me know immediately and PLEASE ensure the grill is ready for the next guest!

## Trash

Trash bags are located in the drawer next to the garbage can and all trash can go into the brown container on the left side of the driveway

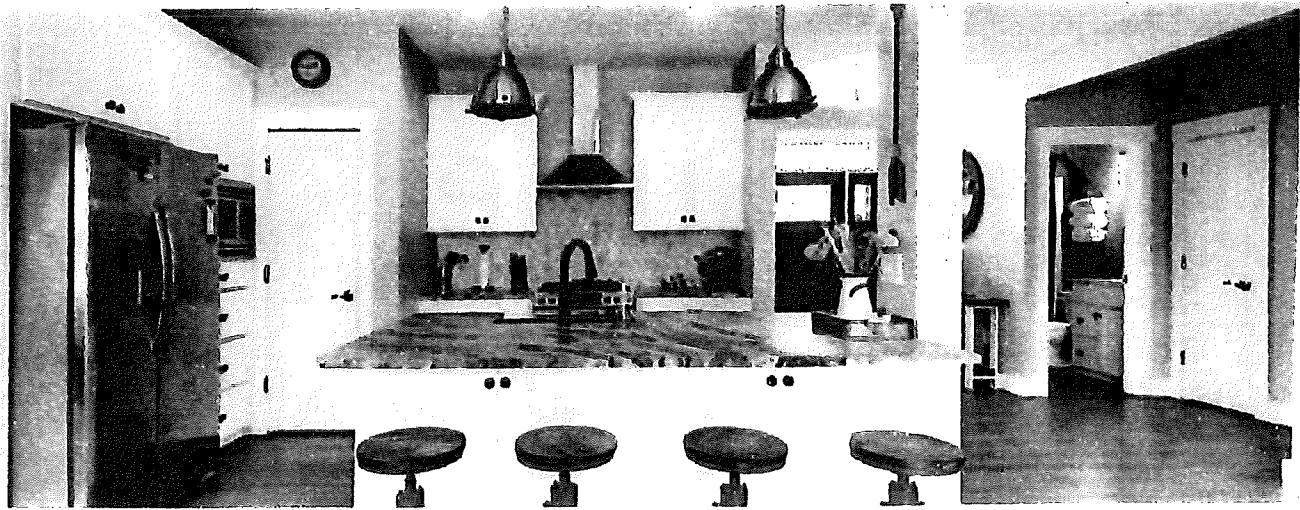
## Laundry

Forgot to wash your favorite pair of jeans? No problem, guests can use the washer/dryer on the first floor

## Septic Tank

Please be mindful of what you flush down the toilet (NO feminine products, paper towels and excessive TP) If you notice anything wrong with drainage please let your host know right away





## **Stove**

Please turn off range hood when not in use and be certain if you smell gas to check the stove!

## **Extra Supplies/Linens**

Extra Toilet Paper and paper towels can be found beneath each sink and in the kitchen. Extra linens/ pillows can be provided if need just let us know you need extras!

## **Refrigerator**

The refridgerator settings should not be adjusted and be sure to close the door for the fridge and freezer all the way(it will ice up)!!.

## **Caffeine!**

Need your Caffeine Fix? Feel free to make a coffee and help yourself to the coffee supplies including creamer and sugar. There is also an electric kettle for tea

# Amenities

I have provided a variety of household items for you to use during your stay. Please let me know if you need assistance locating these items or any additional items.

## Items Currently Available

- Hair dryer
- Iron and ironing board
- Kitchen: Pots & Pans, glasses, mugs, and kitchen utensils
- Washer and Dryer with detergent
- Dishwasher
- Bathroom toiletries: shampoo, conditioner
- Bath towels and hand towels
- Grill

## Smart TV Wiki

- Looking for Sports? - Check out the SPECTRUM TV APP ESPN, FOX SPORTs etc or local channels
- Looking for Movies? - Check out the Amazon Prime app or netflix



# House Rules

- NO PARTIES. PERIOD. Guests will be asked to modify their reservation if they exceed the number of guests on the reservation and asked to leave if occupancy limit not followed
- No Smoking in the House but feel free to smoke outside and DO NOT THROW trash in yard/landscaping
- No Pets Allowed
- Please only flush Toilet paper down the toilets, we have a septic tank, thank you!

## Incidental Damage

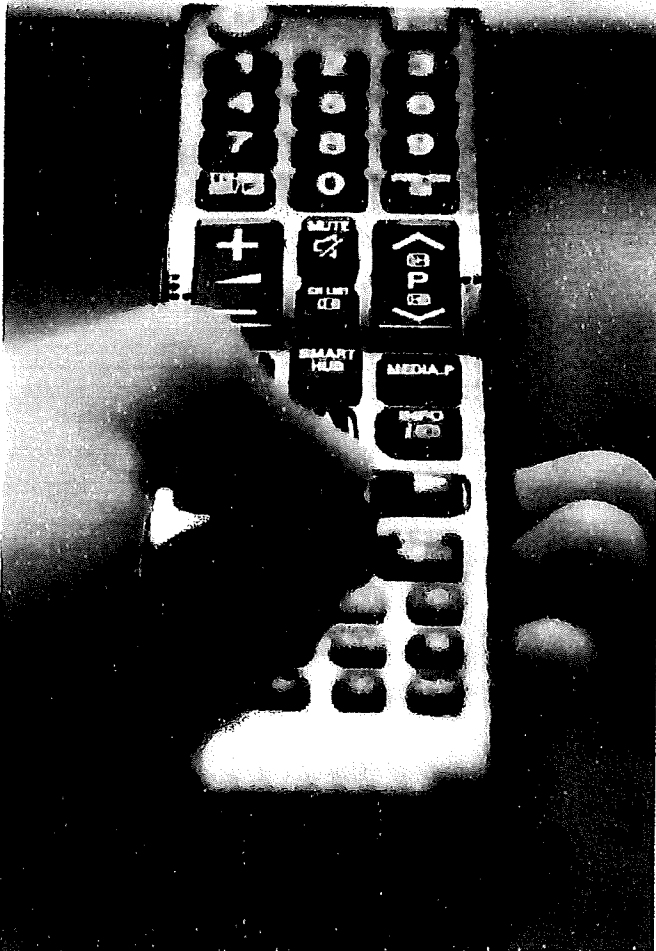
5\* T Happens, please let the host know if anything breaks or is malfunctioning as soon as possible

# Electronics

## Instructions for TV's

- Subscription and App based services are available for use.
- Use the directional buttons to navigate to desired app and click the circular button in the middle of the directional buttons to select.
- Netflix: Please use the Guest profiles

## Scan for Instructions to Cast



# Attractions

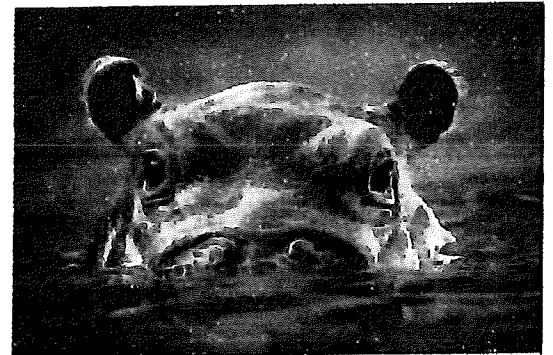
## Newport Aquarium

The Aquarium located in Newport, Kentucky (10 Minutes away) at Newport on the Levee has 70 exhibits and 14 galleries and is definitely one of my favorite activities in the area



## Cincinnati Zoo

The Cincinnati Zoo & Botanical Garden is the sixth-oldest zoo in the United States, opening in 1873, after the Roger Williams Park Zoo. It is located about 15 minutes north in Cincinnati and home to Fiona the hippo!



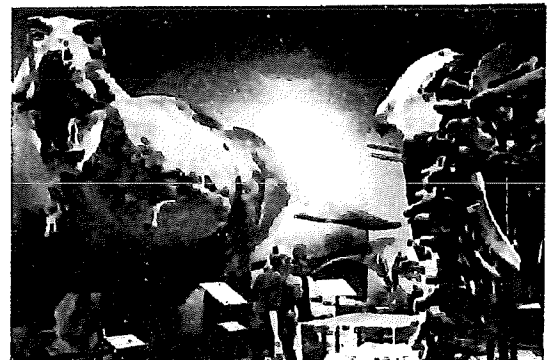
## Natural History Museum/OmniMax

The Cincinnati History Museum is an urban history museum in Cincinnati (25 Minutes away). It opened in 1990 at the Cincinnati Union Terminal. The museum features the recreated Cincinnati Public Landing from the mid 1860s and an exhibit covering Cincinnati's role in World War II in addition to a few rotating exhibits



## Creation Museum

The Creation Museum (5 Mins away), located in Petersburg, Kentucky, United States, is a museum that promotes young Earth creationist explanation of the origin of the universe based on a literal interpretation of the Genesis creation narrative in the Bible.



# Eat In/Out

2900 Watts Rd

Area receives orders from DoorDash,  
Grubhub, and Postmates.

## **Strong's Pizza (Hebron)**

**(859) 586-6836**

Great Pizza nearby that never disappoints!  
[www.strongsbrickovenpizza.com](http://www.strongsbrickovenpizza.com)

## **Hebron Grill**

**(859) 586-0473**

Southern American fare like Cajun steak & gator bites in a casual space with live music. (859) 586-0473 1960 N Bend Rd, Hebron, KY 41048

## **Longnecks Sports Bar & Grill**

**(859) 869-4448**

Spacious pub with classic & creative pies, wings, sandwiches. 2141 N Bend Rd, Hebron, KY 41048

## **Tousey House (Dine In)**

**(859) 586-9900**

Traditional Southern cuisine served in elegant dining rooms in a circa-1822 building

## **Whiskeys**

**(812) 537-4239**

This laid-back American eatery features ribs, surf 'n' turf & pasta plates in a comfy setting.

## **Agaves**

**(859) 689-5489**

Familiar Mexican fare, imported draft beer & jumbo margaritas served in a laid-back setting. 2010 N Bend Rd, Hebron, KY 41048

# Check-Out

Check out 11:00am

## Locks

Please lock all doors and close windows

## Laundry + Bedding

Put the used towels in the shower on the first floor and pull the blanket/comforter off the beds you have slept on

## Trash + Dishes

Please take trash out to the can in the driveway and put all dishes in the dishwasher. Start dishwasher and ensure its running!

## Refrigerator

Don't forget your leftovers and please throw away all items from the fridge



# It's not goodbye, its see you later

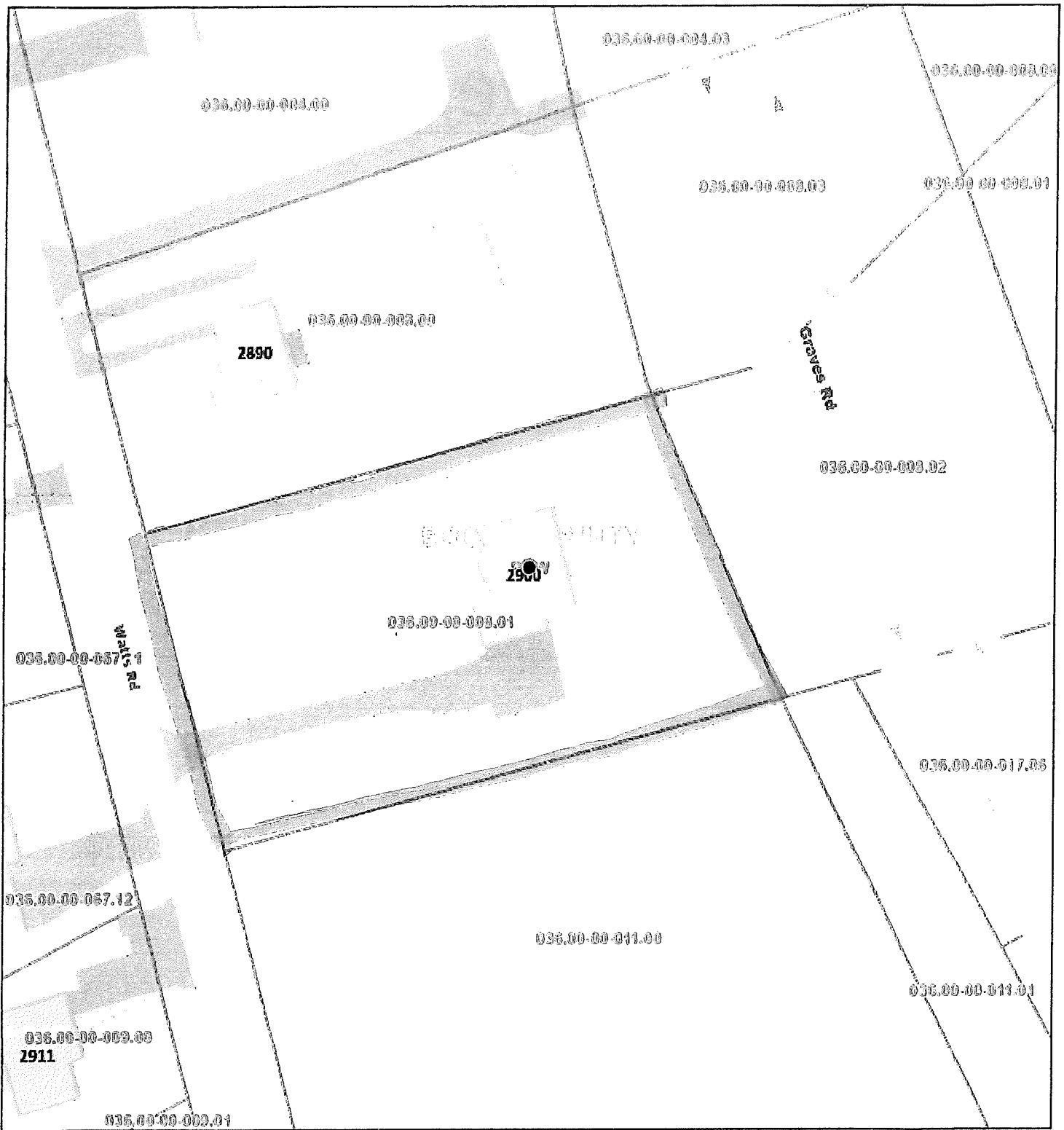
Thank you so much for choosing to stay with us and we hope to see you again in the future! If you enjoyed your stay please share your experience with a review!

Thank you,

*Dawn*



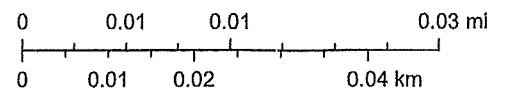
# Boone County PVA's Office



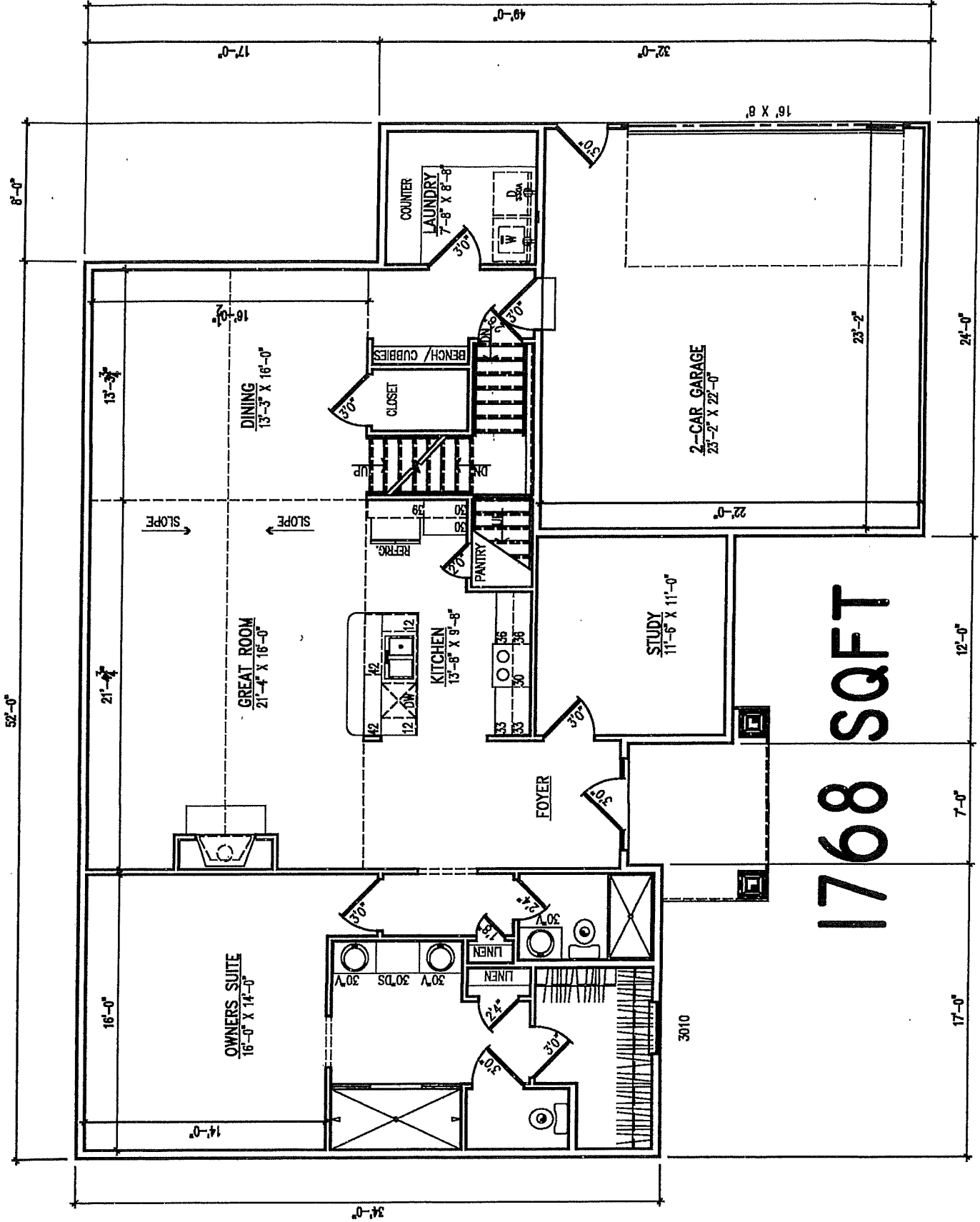
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- |  |                     |  |                    |  |                     |
|--|---------------------|--|--------------------|--|---------------------|
|  | Building Footprints |  | Patio              |  | One Way Arrows (TF) |
|  | Buildings           |  | Driveway           |  | One Way Arrows (FT) |
|  | Tax Parcels         |  | Sidewalk           |  | Roadways            |
|  | Deeded Parcels      |  | Street Centerlines |  | Roadway             |
|  | Exterior Features   |  | Minor Hwy          |  |                     |
|  | Deck                |  | Local Street       |  |                     |



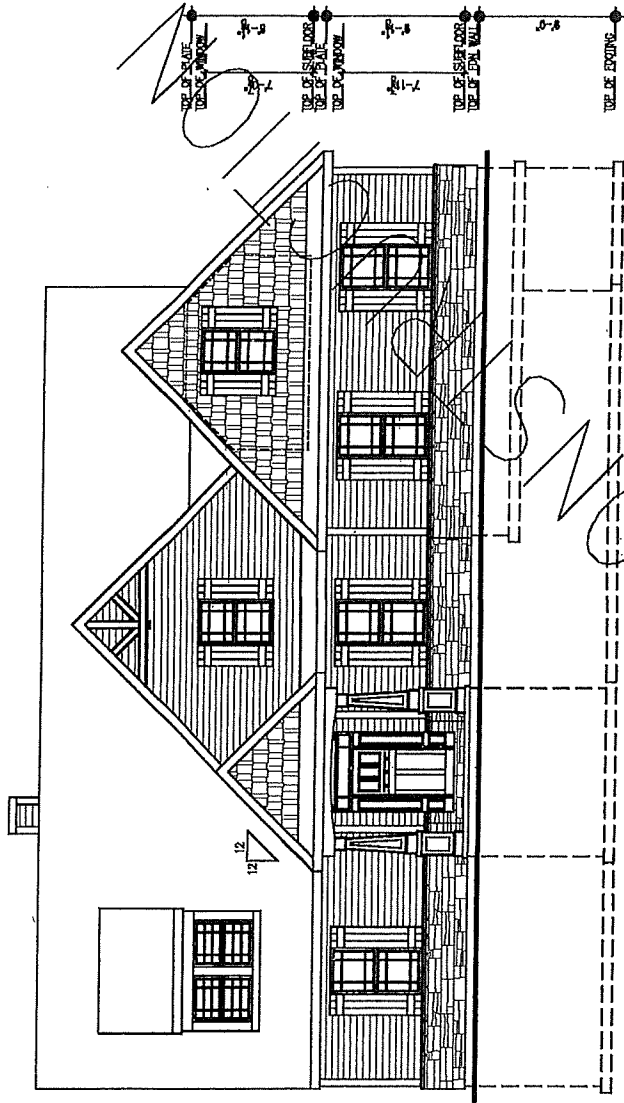
GIS Services Division, Boone County Planning Commission, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



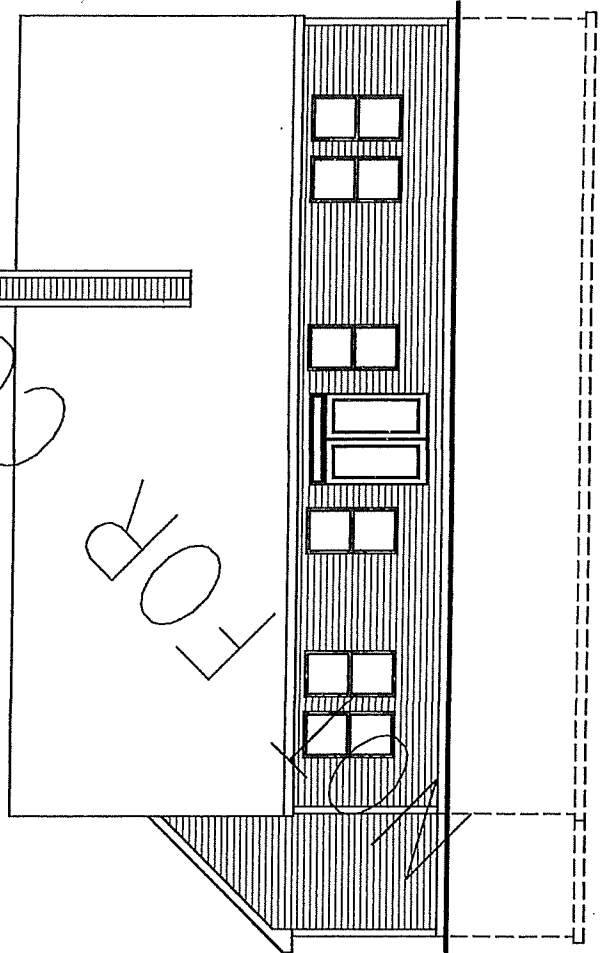
1768 SQFT

3010





FRONT ELEVATION  
SCALE: 1/8" = 1'-0"



REAR ELEVATION  
SCALE: 1/8" = 1'-0"

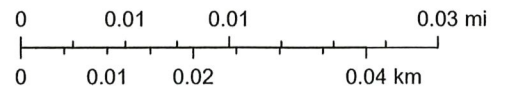
# Boone County PVA's Office



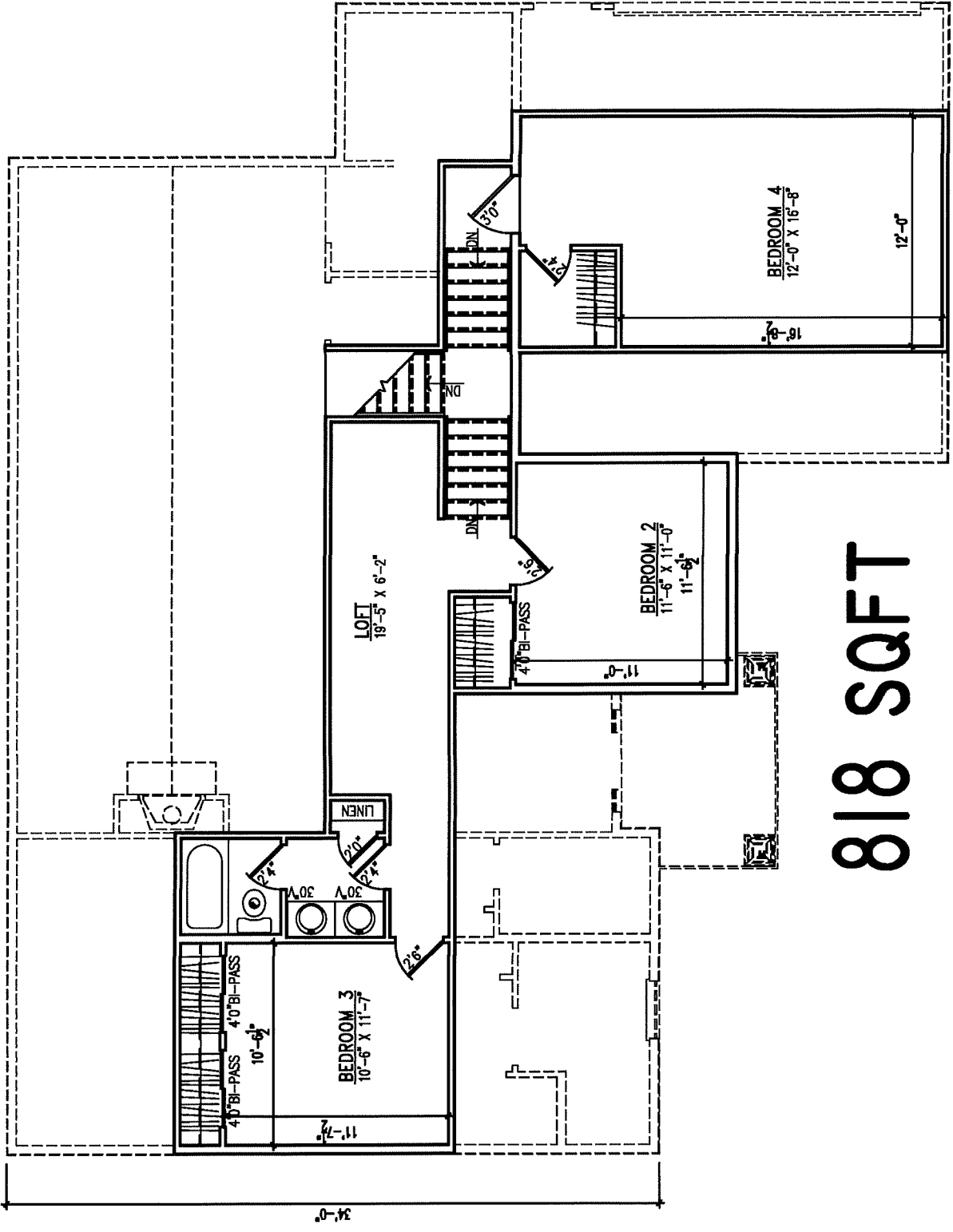
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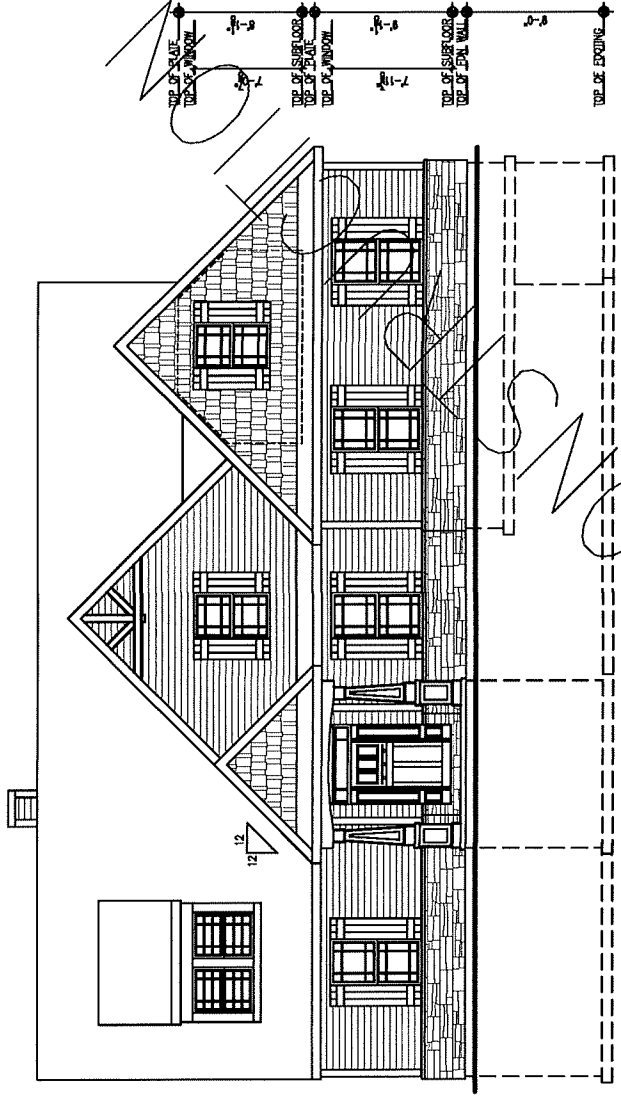
- |                     |                    |                     |
|---------------------|--------------------|---------------------|
| Building Footprints | Patio              | One Way Arrows (TF) |
| Buildings           | Driveway           | One Way Arrows (FT) |
| Tax Parcels         | Sidewalk           | Roadways            |
| Deeded Parcels      | Street Centerlines | Roadway             |
| Exterior Features   | Minor Hwy          |                     |
| Deck                | Local Street       |                     |



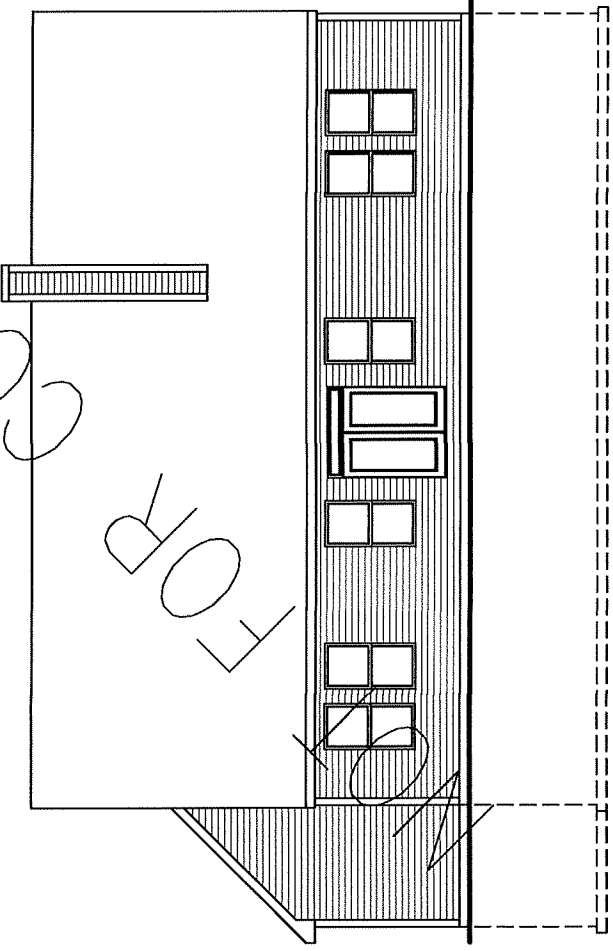
GIS Services Division, Boone County Planning Commission, Sources: Esri, HERE, Garmin, FAO, NOAA, USGS, © OpenStreetMap contributors, and the GIS User Community



**818 SQFT**



FRONT ELEVATION  
SCALE: 1/8" = 1'-0"



REAR ELEVATION  
SCALE: 1/8" = 1'-0"

CERTIFICATE OF LAND USE RESTRICTION

1. NAME AND ADDRESS OF PROPERTY OWNER(S)  
Dawn Sheanshang  
1917 Whethersone Ridge  
Hebron, KY 41048
2. ADDRESS OF PROPERTY  
2900 Watts Rd  
Burlington, KY 41005
3. NAME OF SUBDIVISION OR DEVELOPMENT (if applicable)  
Sheanshang Short Term Rental
4. DEED BOOK 1068                      PAGE NO. 656                      GROUP NO. 2003
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

Michael D. Schwartz, Director, Zoning Services  
Name and Title of Completing Official

COMMONWEALTH OF KENTUCKY

COUNTY OF BOONE

Subscribed, sworn to, and acknowledged before me by Michael D. Schwartz on behalf of the Boone County Planning Commission this 11<sup>th</sup> day of January, 2024.

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Treva L. Beagle  
Notary ID KYNP37603  
NOTARY PUBLIC, State at Large

My commission Expires:  
November 12, 2025

This instrument was prepared for recording purposes only by:

*Nicole Dierna*

Nicole Dierna  
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 January 10, 2024, Certificate of Land Use Restriction (#24-BCBOA-003-A), for Dawn Sheanshang, Property Owner(s).

The following condition will apply:

1. A Zoning Permit shall be submitted to and approved by the Boone County Planning Commission prior to any use of the property as a short-term rental.

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

DEED BOOK 1068

PAGE NO. 656

GROUP NO. 2003