

**BOARD OF ADJUSTMENT  
BOONE COUNTY PLANNING COMMISSION**

R	RECEIVED	D
	93870 DEC 12 2025	
BOONE COUNTY PLANNING COMMISSION		

One (1) scaled copy and one (1) 11 x 17 reduction of submitted drawings are required

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

002

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: Mary and Alex Casper

Address: 6909 McVillie Road

Burlington City Kentucky State 41005 Zip Code

Phone Number: 859-445-7751 Fax Number: \_\_\_\_\_

Email: Mary.Casper23@gmail.com

4. Description of Request:  
Short term rental for 4769 Waterloo Road Burlington KY 41005

5. Name of Development: NA

6. Location of Development: NA 4769 Waterloo Rd

Burlington City KY State 41005 Zip Code

7. Acreage Under Review: NA

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

9. Current Owner: Mary and Alex Casper

Address: 6909 McVillie Road

Burlington City KY State 41005 Zip Code

Phone Number: 859-445-7751 Fax Number: \_\_\_\_\_

Email: Mary.Casper23@gmail.com

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

1. Date Received: 12/12/25 Fee Received: \$700 Receipt #: 93870

2. Is application complete:

3. Staff Reviewer: M. Schwatz

4. Scheduled Board Action Date: 1/14/2026

5. Board Action: 1/14/2026

- Approved
- Approved with Conditions (see #6)
- Denial (See #7)

6. Conditions of Approval: 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.

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  
[plancom@boonecountyky.org](mailto:plancom@boonecountyky.org)  
[www.boonecountyky.org](http://www.boonecountyky.org)

## CONDITIONS OF APPROVAL

APPLICANT: Mary and Alex Casper

LOCATION: 4769 Waterloo Road, Boone County, Kentucky

ZONING: Agricultural Estate (A-2)

DATE: January 14, 2026

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

#2

APPLICANT: Mary and Alex Casper

LOCATION: 4769 Waterloo Road, Boone County, Kentucky

ZONING: Agricultural Estate (A-2)

DATE: January 14, 2026

### 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

2024 On December 20, 2024, the Boone County Planning Commission approved a Conveyance Plat creating the lot in question.

### 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 505.1 of the Boone County Zoning Regulations identifies 'Short Term Rental' as Conditional Uses within the A-2 district.

D. Section 602.A of the Boone County Zoning Regulations states that the purpose of the Agricultural Estate district is to provide for low density residential development and on a limited basis agricultural uses or agricultural related uses in the context of a rural environment.

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 of 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 as Rural Lands and Developmentally Sensitive, which are described as follows:
  1. Rural Lands - Wooded, agricultural, recreational, or low density residential uses of up to one dwelling unit per two acres. Residential construction in Rural Lands does not occur in a formal subdivision.
  2. Developmentally Sensitive - Areas that have an existing slope of twenty percent or greater for a height of 20 meters (67.6 feet), or have unique soil or flooding characteristics which limit the ability of an area to support urban development, or contain significant wooded areas, creeks, wildlife habitat, or other natural features that are important to a site's stability and visual character.
- B. Waterloo Road is a county maintained collector street providing for two way traffic within an approximate fifteen (15) foot pavement width.

#### SITE CHARACTERISTICS

- A. The approximate 2 acre area is located along the southwest side of Waterloo Road, approximately 2,100 feet west of East Bend Road.
- B. The site has approximately four hundred sixty-five (465) feet of frontage along Waterloo Road.
- C. Access to the site is provided by a single curb cut onto Waterloo Road.
- D. The site is currently occupied by two-story, four-bedroom, detached single-family residential structure.
- E. The site can accommodate parking for a minimum of thirteen (13) cars, eleven (11) on the driveway and two (2) in the garage.
- F. Topographically, the site slopes upward, from the northwest to the southeast, at an average grade of fourteen (14) percent. The southeast half of the site has an average grade of twenty-five (25) percent
- G. There are a significant amount of existing mature trees on the site.

#### SURROUNDING LAND USES AND ZONING

North: Single-family residential dwellings, agricultural, and undeveloped land (A-1 and A-2)

South: Single-family residential dwellings, agricultural, and undeveloped land (A-1 and A-2)  
East: Single-family residential dwellings, agricultural, and undeveloped land (A-1 and A-2)  
West: Single-family residential dwellings, agricultural, and undeveloped land (A-1 and A-2)

PROPOSED DEVELOPMENT

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

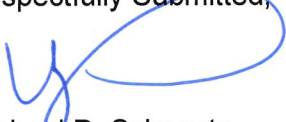
STAFF COMMENTS

- A. The site is located approximately 11,800 feet from the nearest approved Short Term Rental.
- B. It takes one (1) turning movement to get to the site in question from the nearest arterial street, which is East Bend Road.
- C. 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,



Michael D. Schwartz  
Director, Zoning Services

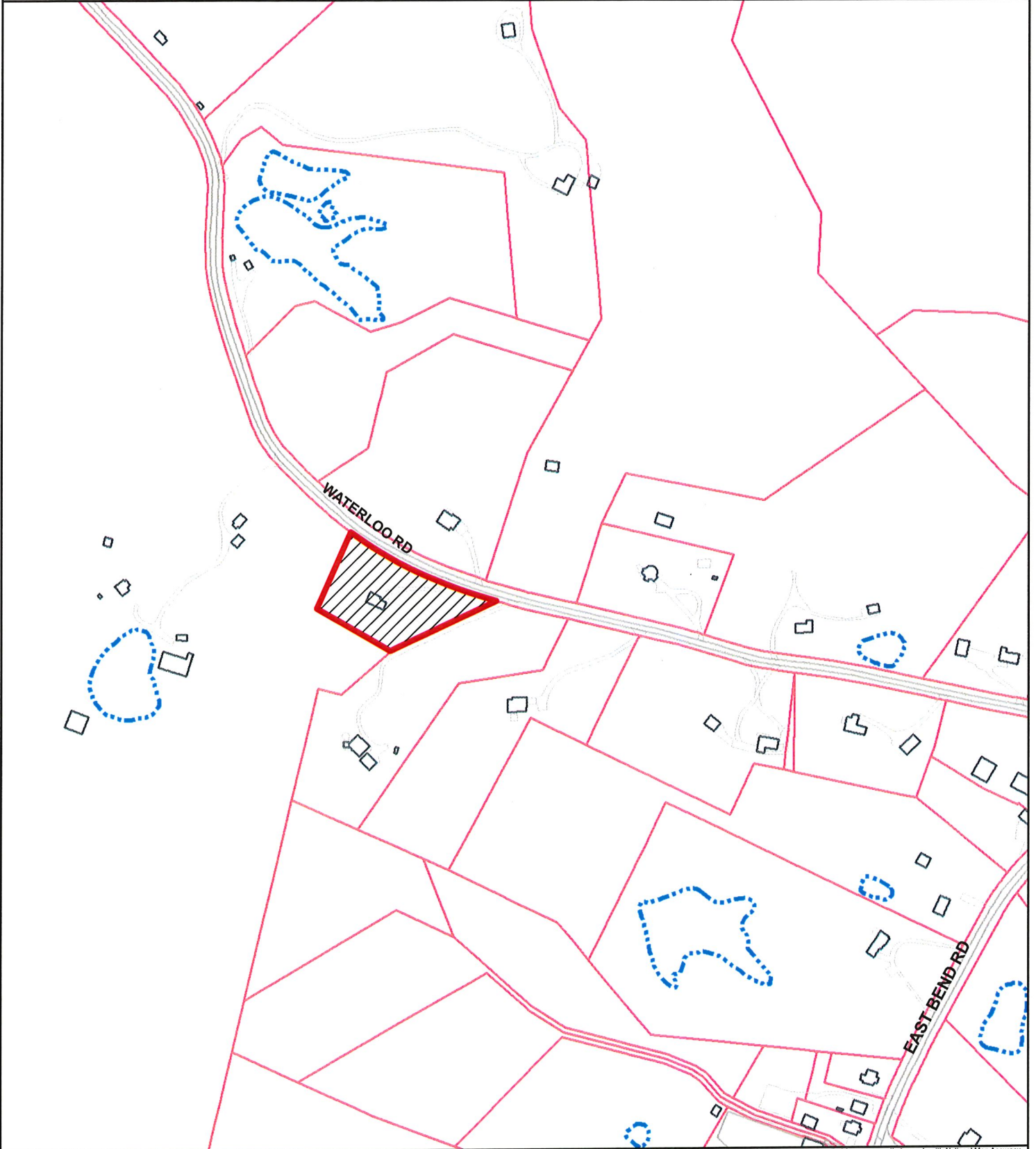
MDS/ss

Attachments

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

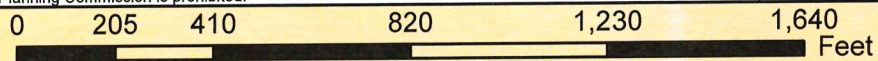
# Vicinity Map

[www.boonecountygis.com](http://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 = 400 feet



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



Info: Boone County GIS  
ArcMap Document: \*.mxd

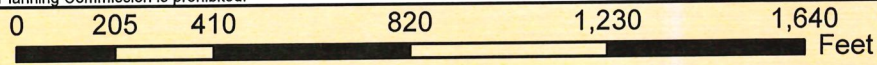
# Aerial Map

[www.boonecountygis.com](http://www.boonecountygis.com)

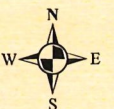


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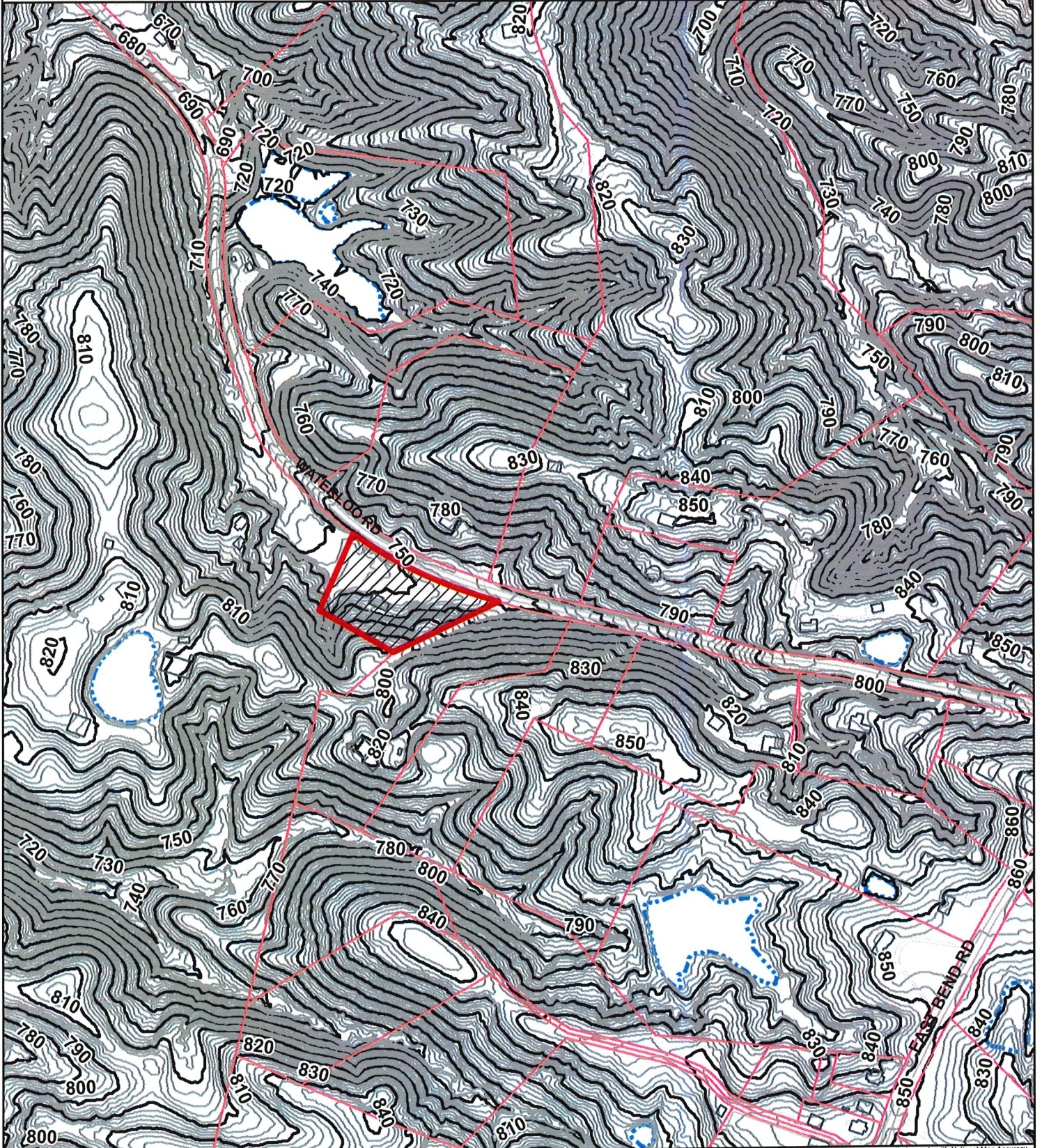


**Boone County GIS - Putting Northern Kentucky on the Map**

Boone County GIS  
ArcMap Document: \*.mxd

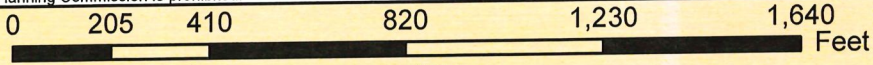
# Topographic Map

[www.boonecountygis.com](http://www.boonecountygis.com)



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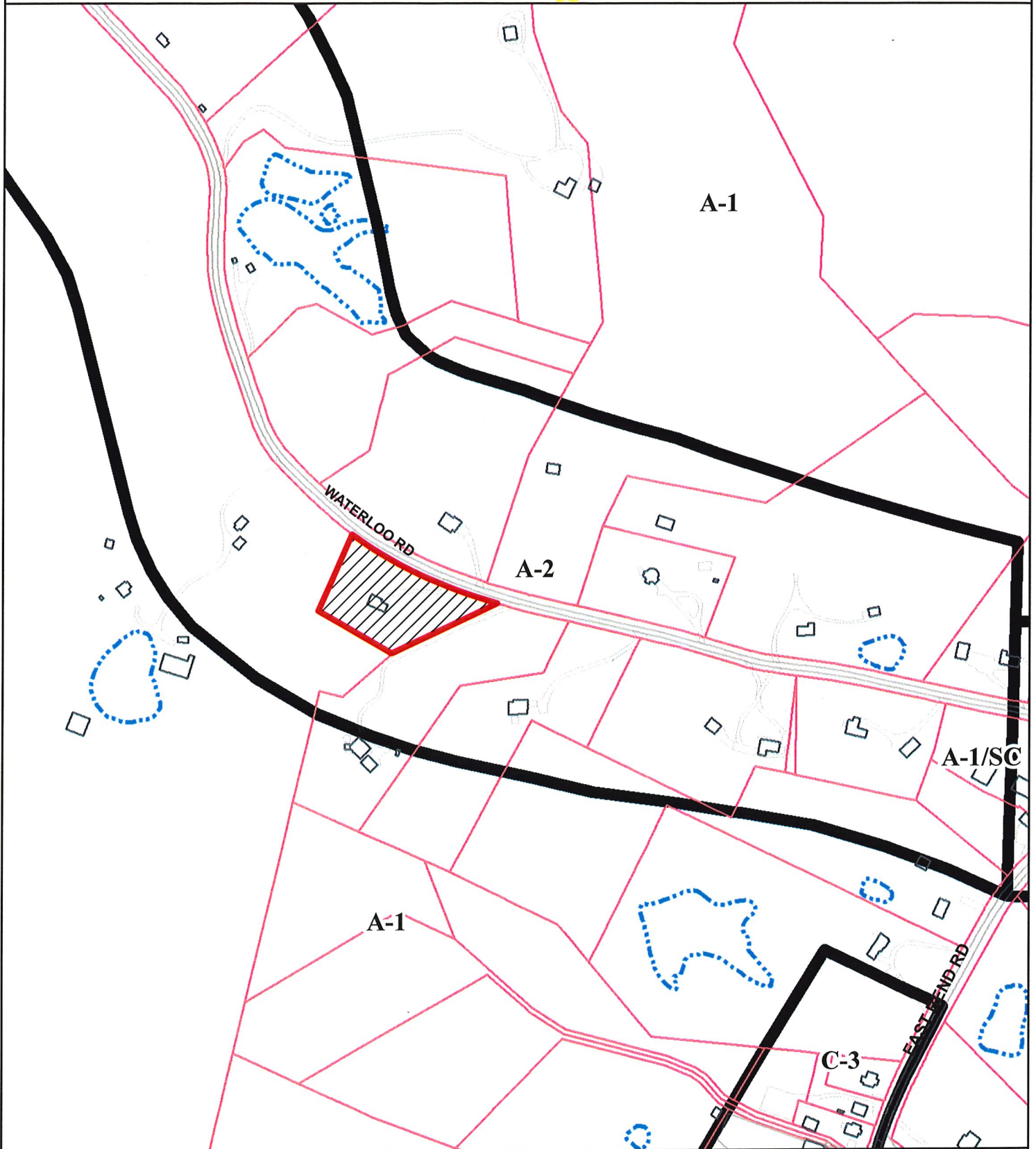


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Boone County GIS  
ArcMap Document: \*.mxd

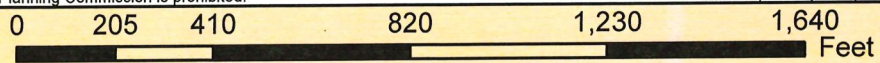
# Zoning Map

[www.boonecountygis.com](http://www.boonecountygis.com)

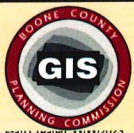


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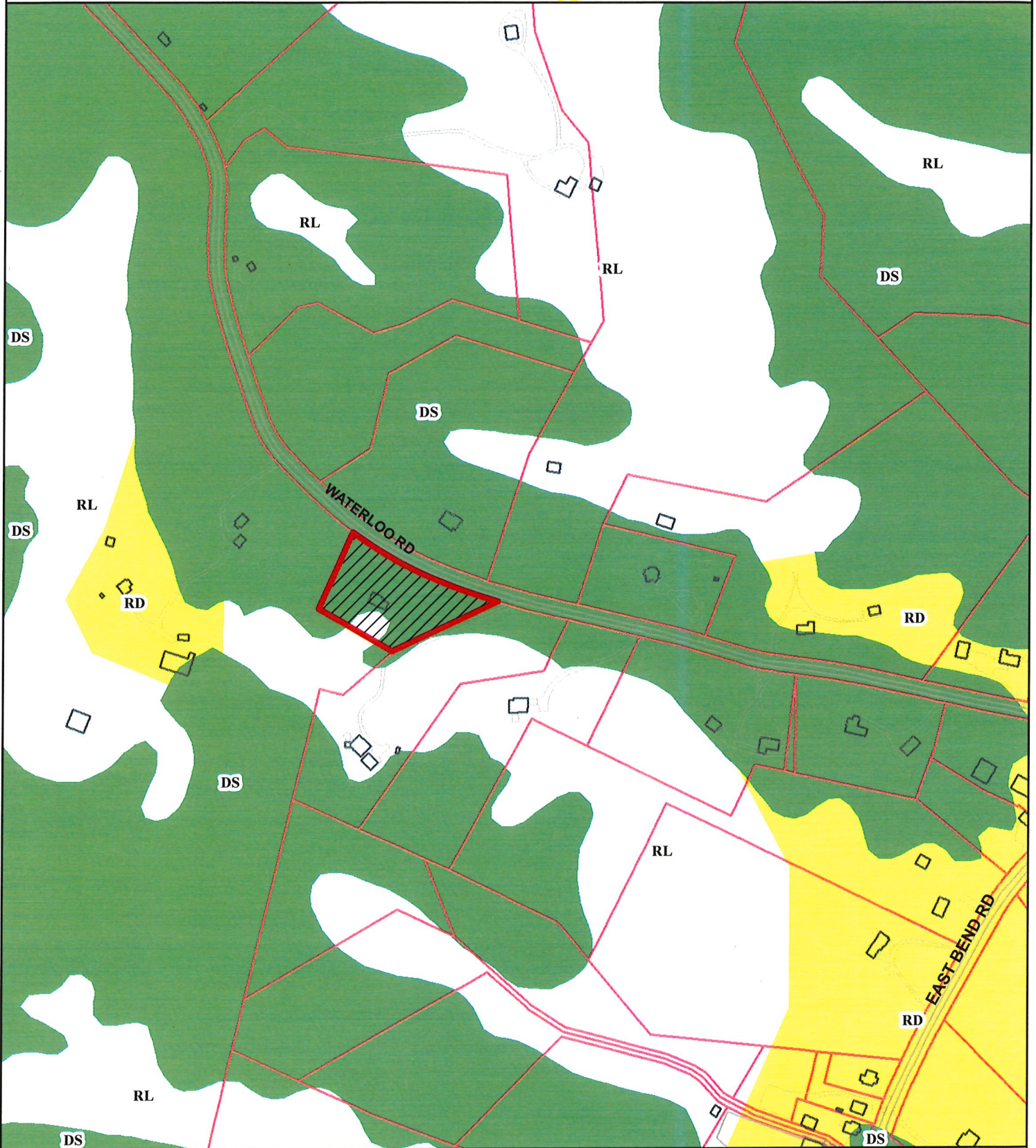
**Boone County GIS - Putting Northern Kentucky on the Map**



Boone County GIS - Putting Northern Kentucky on the Map  
ArcMap Document (\*.mxd)

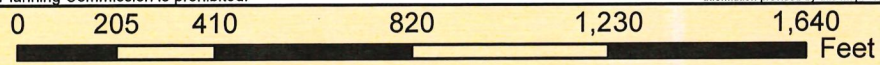
# 2040 Future Land Use Map

[www.boonecountygis.com](http://www.boonecountygis.com)



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1 inch = 400 feet



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

State Plane Kentucky North 8309 1000  
ArcMap Document: \*.mxd

**BOARD OF ADJUSTMENT  
BOONE COUNTY PLANNING COMMISSION**

**RECEIVED**  
93870  
DEC 12 2025  
BOONE COUNTY  
PLANNING COMMISSION

One (1) scaled copy 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: Mary and Alex Casper  
Address: 6909 McVillie Road  
Burlington Kentucky 41005  
City State Zip Code  
Phone Number: 859-445-7751 Fax Number: \_\_\_\_\_  
Email: Mary.Casper23@gmail.com
4. Description of Request:  
Short term rental for 4769 Waterloo Road Burlington KY 41005
5. Name of Development: NA
6. Location of Development: NA 4769 Waterloo Rd  
Burlington KY 41005  
City State Zip Code
7. Acreage Under Review: NA
8. Lot Number and Name of Subdivision (if part of a subdivision):  
\_\_\_\_\_
9. Current Owner: Mary and Alex Casper  
Address: 6909 McVillie Road  
Burlington KY 41005  
City State Zip Code  
Phone Number: 859-445-7751 Fax Number: \_\_\_\_\_  
Email: Mary.Casper23@gmail.com

10. Proposed Use(s) on Site: STR - Existing house. No improvements
11. Total Square Footage of Existing and/or Proposed Buildings: NA
12. Current Zoning: A-2
13. 1241 825 2044  
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:

Mary Casper

Applicant's Signature:

Mary Casper

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

1. Date Received: 12/12/25 Fee Received: \$7100 Receipt #: 93870

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: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Boone County Planning Commission  
Boone County Administration Building  
2950 Washington Street, Room 317  
P.O. Box 958  
Burlington, Kentucky 41005  
Phone: 859-334-2196  
[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 Mary and Alex Casper

Home Phone 859-640-1120 Cell 859-445-7751

Mailing Address 6909 McVillie Road Burlington KY 41005

City Burlington State KY Zip Code 41005

E-Mail Mary.Casper23@gmail.com

### Short Term Rental Unit Information

Short Term Rental Address 4769 Waterloo Road Burlington KY 41005

Number of Bedrooms 4 Number of off-street parking spaces 5

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 Mary Casper

Mailing Address 6909 McVillie Road

City Burlington State KY Zip Code 41005

Cell Phone 859-445-7751 Alternate Contact Number 859-640-1120

Email Address Mary.Casper23@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. M.C. (initial)

**Initial Permit Application**

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


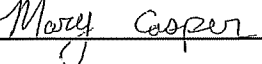
- Floor plan sketch
- Self-safety inspection form
- Certificate of Liability Insurance with \$1,000,000 in coverage
- Copy of information brochure
- Approved Conditional Use Permit (within 90 days after application)
- Boone County Occupational License (within 90 days after application)

**Short Term Rental Permit Renewal**

The following items are required to be submitted with the renewal application:

- Certificate of Liability Insurance with \$1,000,000 in coverage
- Current Boone County Occupational License
- Updates to any other documents 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:

<u>Alex Casper</u>	<u></u>	<u>12-11-25</u>
<u>Mary Casper</u>	<u></u>	<u>12-11-25</u>
<b>Name (print)</b>	<b>Signature</b>	<b>Date</b>

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

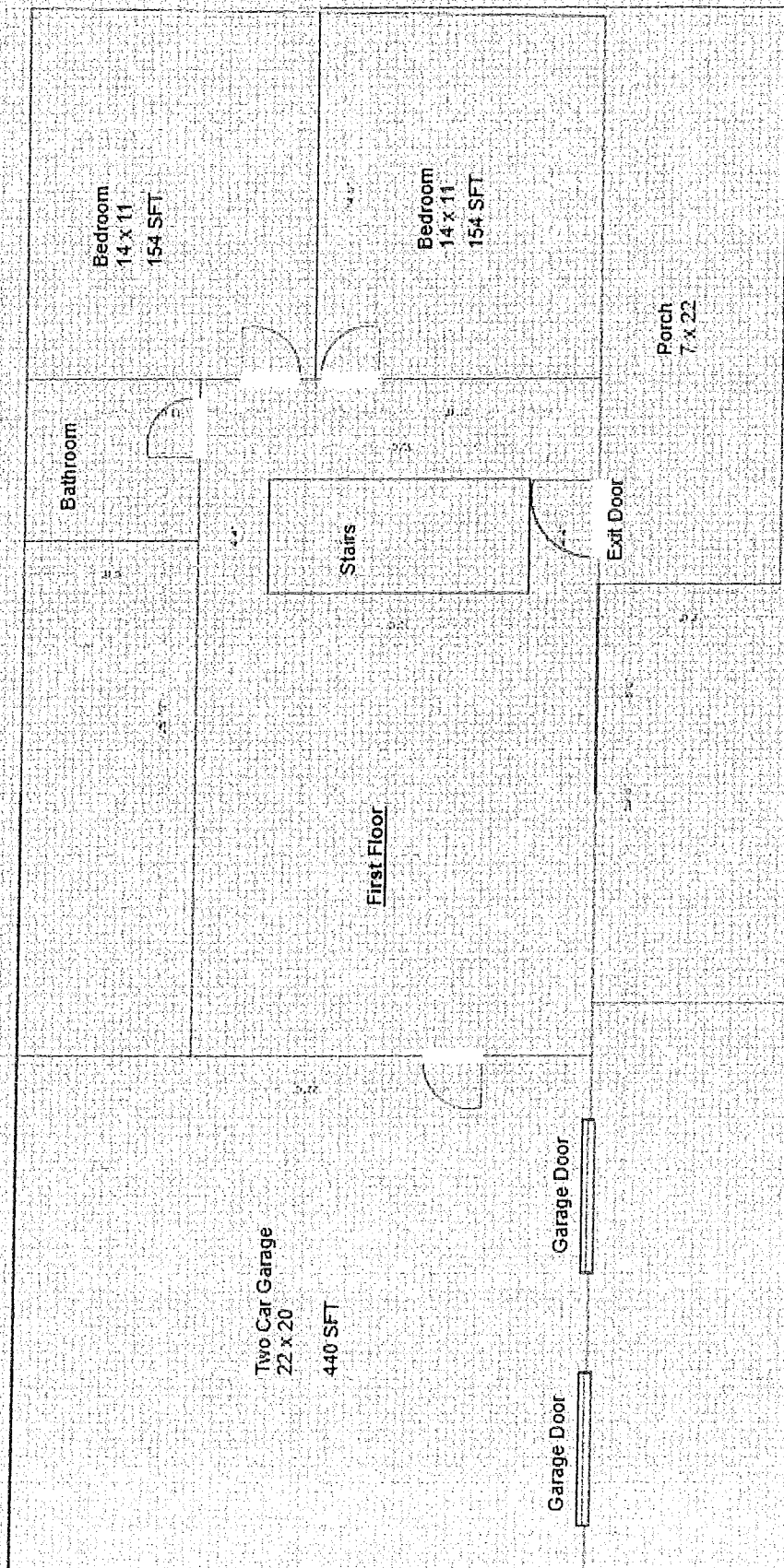
Office Use Only Below This Line

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

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

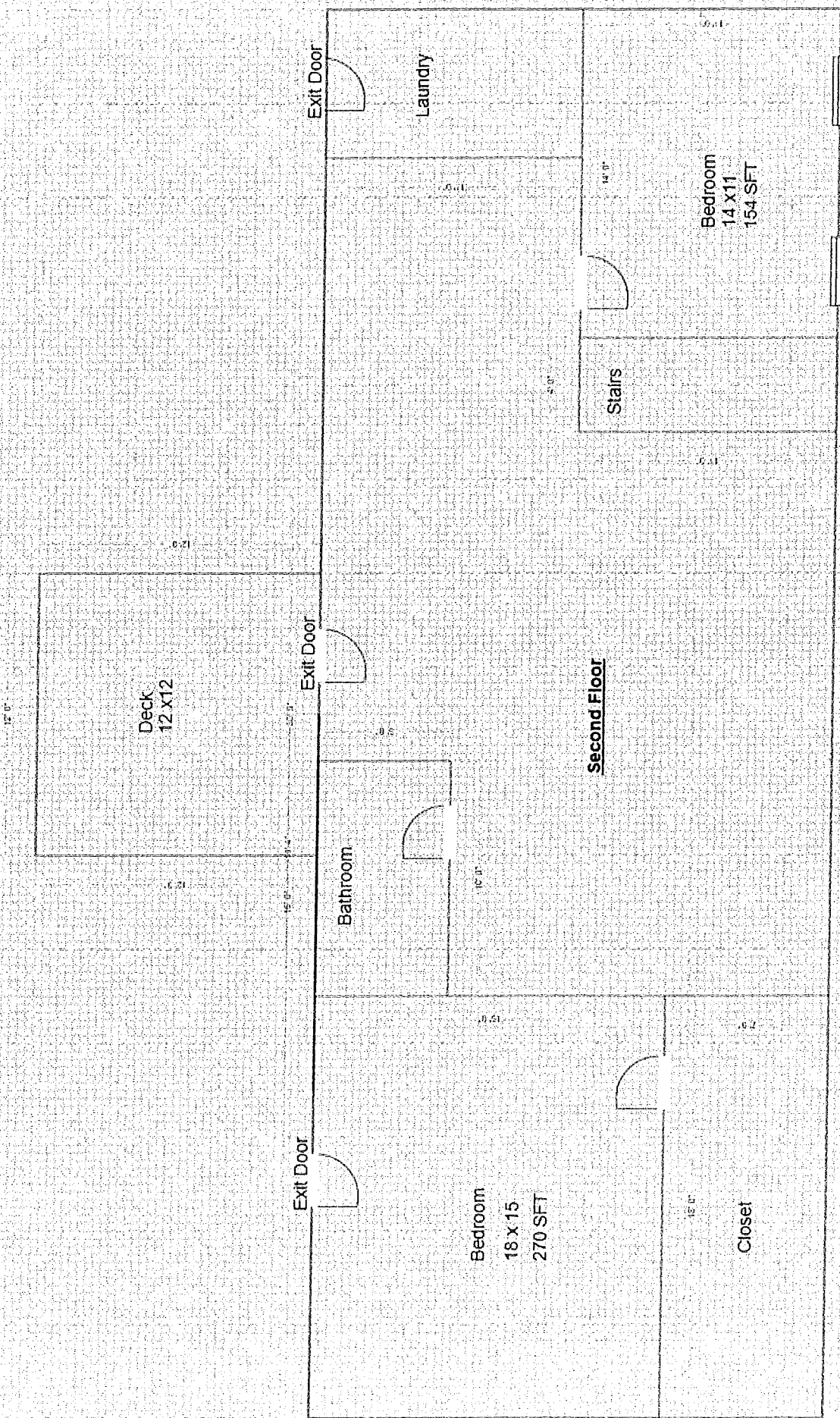
Boone County Fiscal Court \_\_\_\_\_ Date \_\_\_\_\_

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



Concrete Pad  
36 x 22

\*\*\*Three additional gravel parking spots\*\*\*





BOONE COUNTY  
KENTUCKY

SHORT TERM RENTAL SAFETY CHECKLIST

Name: Mary and Alex Casper

Address: 6909 McVillie Road Bu

Phone number: 859-445-7751, 859-640-1120

Email: Mary.Casper23@gmail.com

Address of STRU: 4769 Waterloo Road Burlington KY 41005

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.

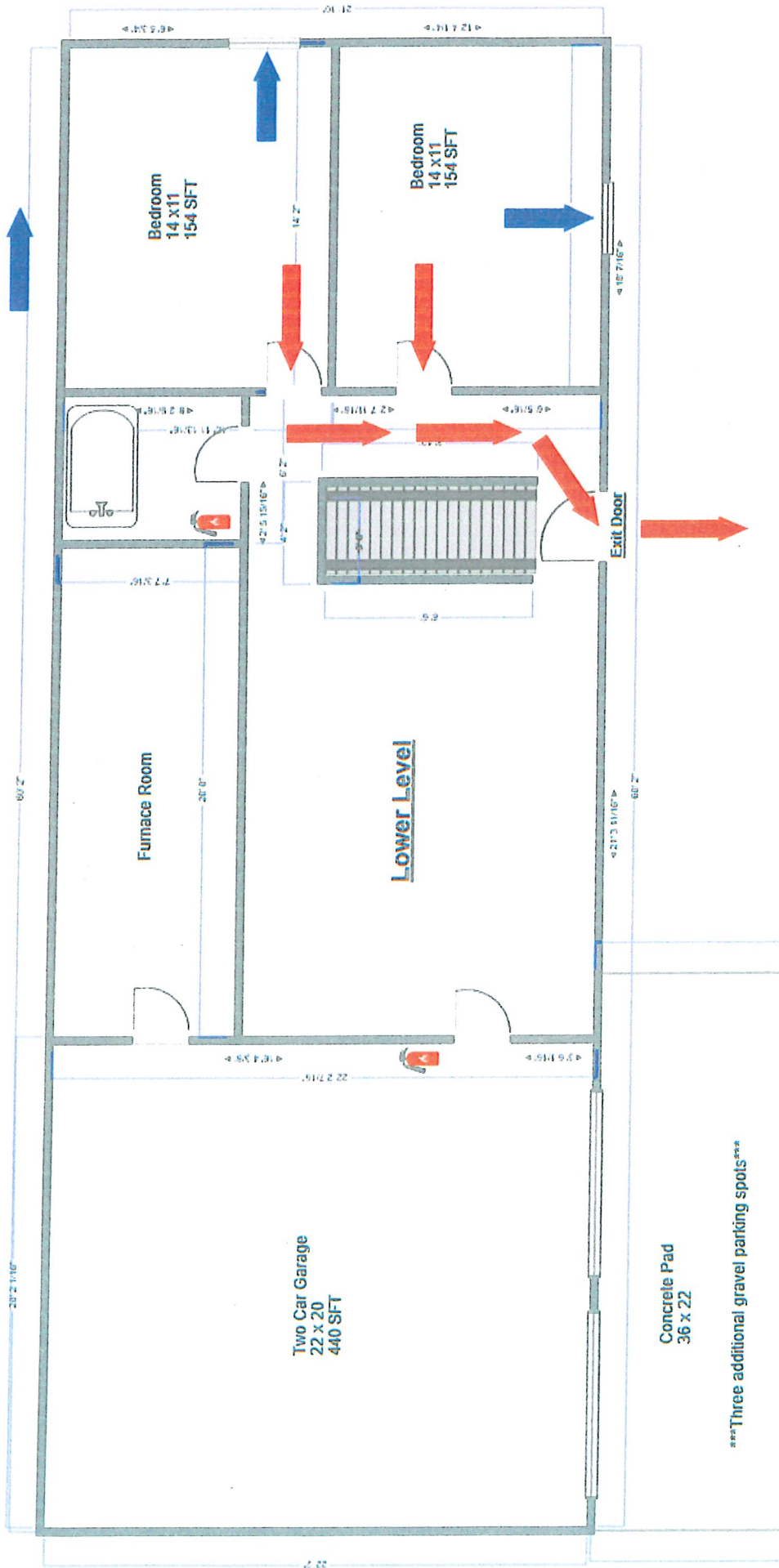
Printed name: Alex Casper  
Mary Casper Date: 12/11/25

Signature: Mary Casper  
Alex Casper

# FIRE SAFETY PLAN

## Emergency Contact Info

Call 911 for Emergency  
Property Address- 4769 Waterloo Rd Burlington, KY 41005  
Property Contact (Host) - 859-640-1120  
Boone County Non Emergency 859-371-1234



\*\*\*Three additional gravel parking spots\*\*\*

# FIRE SAFETY PLAN

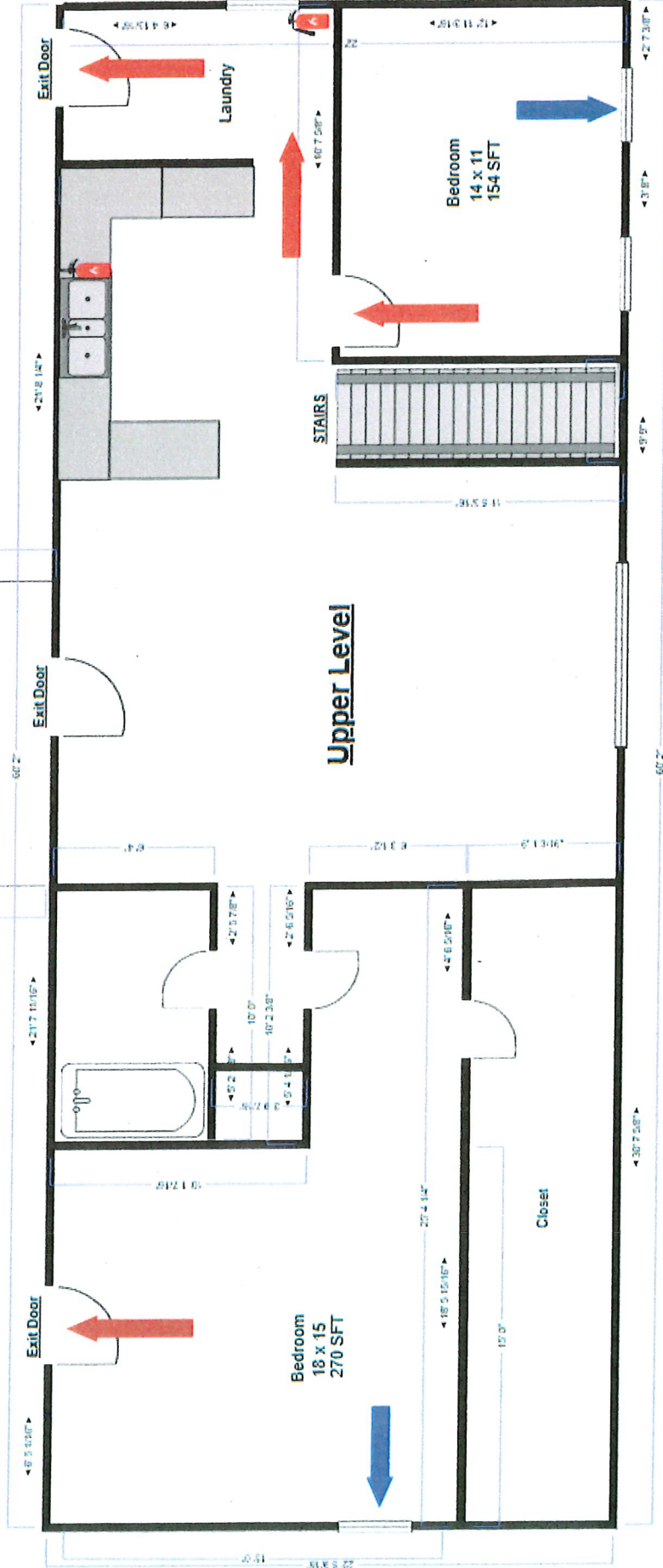
## Emergency Contact Info

Call 911 for Emergency  
Property Address - 4769 Waterloo Rd Burlington, KY 41005  
Property Contact (Host) - 859-640-1120  
Boone County Non Emergency 859-371-1234

Primary Route



Secondary Route





# EVIDENCE OF PROPERTY INSURANCE

DATE (MM/DD/YYYY)  
12/11/2025

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

AGENCY <b>State Farm</b> Gary Sargent 1822 Florence Pike PO Box 806 Burlington, KY 41005		PHONE (A/C, No, Ext): 859-586-8555	COMPANY State Farm Fire and Casualty - 25178		NAIC #
FAX (A/C, No): 859-334-3892	E-MAIL ADDRESS: lori.m.gamett.vai5nw@statefarm.com				
CODE:	SUB CODE:				
AGENCY CUSTOMER ID #:					
INSURED Alex Casper 6909 McVillie Rd Burlington, KY 41005			LOAN NUMBER	POLICY NUMBER 97-R0-4245-2	
			EFFECTIVE DATE 07/01/2025	EXPIRATION DATE 07/01/2026	<input checked="" type="checkbox"/> CONTINUED UNTIL TERMINATED IF CHECKED
THIS REPLACES PRIOR EVIDENCE DATED:					

### PROPERTY INFORMATION

LOCATION/DESCRIPTION  
4769 Waterloo Rd.  
Burlington, KY 41005

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 EVIDENCE OF PROPERTY INSURANCE 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.

COVERAGE INFORMATION      PERILS INSURED       BASIC       BROAD       SPECIAL

COVERAGE / PERILS / FORMS	AMOUNT OF INSURANCE	DEDUCTIBLE
Dwelling/occurrence	\$380,000.00	1%
Business Liability/occurrence	\$1,000,000	
Business Liability/Aggregate	\$2,000,000	
Personal Property/occurrence	\$19,000	
Loss of Rents - Actual Loss Sustained/occurrence		
Fire Department Service Charge/occurrence	\$500.00	
Medical Payments/person	\$1,000.00	

REMARKS (Including Special Conditions)

**CANCELLATION**  
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

**ADDITIONAL INTEREST**

NAME AND ADDRESS	ADDITIONAL INSURED	LENDER'S LOSS PAYABLE	<input type="checkbox"/> LOSS PAYEE
	MORTGAGEE		
LOAN #			
AUTHORIZED REPRESENTATIVE 			

## Welcome Information

- There is a fire extinguisher in the kitchen, in the laundry room, in the downstairs bathroom and in the garage.
- Please park in the garage, concrete parking spaces or gravel areas along the driveway and not on the street. There are cleaning supplies in the kitchen closet if needed
- There is no smoking or vaping permitted in this house.
- Do not engage in illegal activities anywhere on the property. Illegal substances are not allowed on the property.
- Pets are not permitted in this house.
- Please do not feed cats that may visit. They have a home nearby.
- Quiet Hours are from 10pm to 6am
- Please respect the noise curfew of 10PM
- Trash collection is Monday morning, please place all trash in the cans near the garage door. Please do not litter.
- Please do not flush any wipes or paper towels down the toilet as this will clog pipes and cause other damage.
- If using the washer please leave the washing machine door open to prevent mold.
- There is an AM/FM radio in the kitchen closet if needed for weather or natural disaster alerts and updates.
- There is a weather siren in the town nearby. If you hear it, check for severe weather updates. Please note the alarm is tested the first Wednesday of every month at noon. Please do not be alarmed if you hear it during the test timeframe.
- Feel free to reach out if you have any questions or concerns at 859-640-1120 or 859-445-7751.

Thank you,  
Alex and Mary Casper

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## **Contact Numbers and Addresses**

- Hosts: Alex 859-640-1120 or Mary 859-445-7751
- Boone County KY Sheriff's Non-Emergency Dispatch  
859-371-1234
- Belleview McVille KY Fire Protection District 859-586-6060
- Poison Control Center 800-222-1222
- In Case of Emergency Call 911
- Address of Property:  
4811 Waterloo Road  
Burlington KY 41005
- St. Elizabeth Hospital - 4900 Houston Road. Florence KY  
859-212-5200

Statement Attesting to Compliance of Codes

I hereby affirm that to the best of my knowledge that the proposed SRT home located at 4769 Waterloo Rd. Burlington, KY 41005 is in compliance with all aspect is the International Building Code, with Kentucky Amendments and the National Fire Protection Association (NFPA1124) and all other applicable state, federal or local laws or regulations.

Name- Alex and Mary Casper

Signature- 

Signature- 

Date - 12-11-25





▼ Address, Tax Parcel Numbe 🔍

4760

Waterloo Rd

4769

BOONE COUNTY

4695

80ft



▼ Address, Tax Parcel Number 🔍

4760

4769

4695

Waterloo Rd

BOONE COUNTY

60ft



CERTIFICATE OF LAND USE RESTRICTION

1. NAME AND ADDRESS OF PROPERTY OWNER(S)  
Mary & Alex Casper  
6909 McVille Rd  
Burlington, KY 41005
2. ADDRESS OF PROPERTY  
4769 Waterloo Rd  
Burlington, KY 41005
3. NAME OF SUBDIVISION OR DEVELOPMENT (if applicable)  
Casper Short Term Rental
4. DEED BOOK 1241                      PAGE NO. 825                      GROUP NO. 2044
5. TYPE OF RESTRICTION(S) (Check all that apply)
- \_\_\_ Zoning Map Amendment:                      X Conditional Use Permit  
From \_\_\_ To \_\_\_
- \_\_\_ Development Plan                                      \_\_\_ Conditional Zoning
- \_\_\_ Subdivision Plat                                      \_\_\_ Other:  
(Not Recorded)
- \_\_\_ Variance
6. NAME AND ADDRESS OF PLANNING COMMISSION, BOARD OF ADJUSTMENT, LEGISLATIVE BODY OR FISCAL COURT WHICH MAINTAINS THE ORIGINAL RECORDS CONTAINING THE RESTRICTION

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

  
\_\_\_\_\_  
SIGNATURE OF COMPLETING OFFICIAL

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 15<sup>th</sup> day of January, 2026.

---

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

My commission Expires:  
November 12, 2029

This instrument was prepared for recording purposes only by:



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 14, 2026, Certificate of Land Use Restriction (#26-BCBOA-002-A), for Mary and Alex Casper, Property Owner(s).

The following conditions 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 1241

PAGE NO. 825

GROUP NO. 2044