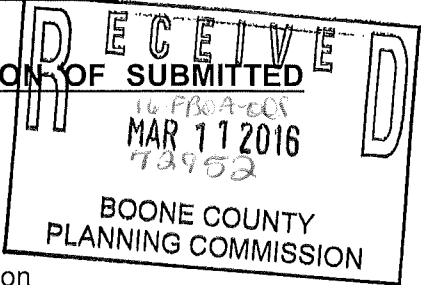


APPLICATION FORM

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 [checked] Florence _____ Walton _____ Union _____
2. (Check One) [checked] Conditional Use Permit _____ Variance _____ Appeal _____
3. Applicant's Name Wesley Knight, Address 1867 Burleigh Lane, Union Ky 41091
4. Description of Request: to allow conversion of former office building to a small apartment complex, see attached letter
5. Name of Development Drexel Building
6. Location of Development 6948 Oakwood drive, Florence Ky 41092
7. Acreage Under Review 0.76
8. Lot Number and Name of Subdivision Lot 13-A Oakwood Apartments
9. Owner of Property Joyce Bonar, Address of Property Owner 6275 Fenchley Road, Independence Ky 41051
10. Proposed Use(s) on Site Apartments; no additions, as is, no expansion of parking area.
11. Total Square Footage of Existing and/or Proposed Buildings 7,950 ex
12. Current Zoning on Property C2
13. Deed Book 904 Page No. 67 Group No. 20348
14. Is the site subject to a zone change? no
15. Have you submitted a Site Plan with this request? aerial
16. Have you submitted a list of adjoining property owners with this request? yes
17. 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: Joyce E Bonar 3-1-16

ORIGINAL Applicant's Signature: Wesley Knight

**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 3/11/16 Fee Received \$1,083⁰⁰ Receipt # 72952
2. Is application complete? Yes No
3. Staff Reviewer _____
4. Scheduled Board Action Date 4/13/16
5. Board Action:
4/13/16 Approved
 Approved with Conditions (See #6)
 Denial (See #7)
6. Conditions of Approval: SEE 4/13/16 Meeting Minutes
AND C.L.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: Wesley Knight

LOCATION: 6948 Oakwood Drive, Florence, Kentucky

ZONING: Commercial Two (C-2)

DATE: April 13, 2016

PROPOSAL

The applicant has submitted a Conditional Use Permit application to allow an office building to be converted into an apartment complex. He submitted a detailed cover letter addressing his proposal. Highlights of this letter include:

1. Up to nine (9) apartments could be provided in the attached buildings.
 - A. Building 1 (approximately 2,500 square feet – northeastern side) - The lower level would likely contain a 3 bedroom unit and the second floor would likely contain a pair of 1 bedroom units.
 - B. Building 2 (approximately 5,400 square feet - southwestern side) - The lower level would likely contain a 3 bedroom unit, a 2 bedroom unit, and an efficiency unit. The upper level would likely contain a 3 bedroom unit and a pair of efficiency/1 bedroom units.
2. The property was constructed in 1976 and has been vacant of since February 2014. The property is in a significant state of cosmetic disrepair.
3. A phasing schedule of improvements.
4. A paragraph detailing his tenant profiles and approach.

APPLICABLE REGULATIONS

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

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

Findings listed in Section 262 (Findings for 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 1023 of the Boone County Zoning Regulations allows an multi-family and/or attached dwelling units including customary accessory uses as Conditional Uses in the Commercial Two (C-2) district provided that:

- a. the activity is an integral and subordinate function of a permitted commercial use, professional or personal service; or
- b. the activity will further add to, not detract from, the creation of a compact, multi-purpose and pedestrian oriented commerce center; and
- c. the arrangement of uses, buildings or structures will be mutually compatible with the organization of permitted and accessory uses to be protected in the district.

Section 3325 of the Boone County Zoning Regulations requires 1.5 parking spaces to be provided for each one-bedroom apartment and 2 parking spaces to be provided for each two-bedroom unit.

RELATIONSHIP TO THE COMPREHENSIVE PLAN

The 2010 Boone County Comprehensive Plan's "2035 Land Use Plan" designates the site for Suburban Residential (SR) uses. This designation is described as "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 Comprehensive Plan contains the following language regarding the Future Land Use Map.

- A. "The Future Land Use Map should not be used like a zoning map. Unlike the zoning map, it does not portray land use regulations parcel by parcel" (Land Use Maps, pg, 164).
- B. "The maps are intended to be used in tandem with the accompanying text below; the future land use boundaries are approximate and subject to refinement and interpretation by the Planning Commission and county legislative bodies" (Land Use Maps, pg, 164).

The Land Use Element contains the following passages that relate to the request.

- A. The City of Florence developed from an aggregate of residential subdivisions, and is the main population concentration of Boone County. Florence did not develop in the traditional

manner of cities, with established areas of concentrated commercial, industrial, and residential uses; instead, the uses were intermixed. For instance, the city's central business district is not in a precise location, but rather is a combination of suburban business districts. This factor, above all others, has molded Florence into a suburban city (Florence Central, pg. 166).

- B. Much of Florence's future growth will occur from annexation; however, the City should balance this annexation growth with high density infill and redevelopment growth along the major transportation corridor of the City. As described in the Housing Element, the condition of older housing in Florence should be specifically addressed. Florence should continue to enforce codes affecting the condition of properties in residential areas and in older business districts. Minimum standards are needed for building maintenance and design purposes. The concept of Transit Oriented Developments should be explored within the City of Florence. Higher density residential development should occur where it can serve as a buffer between industrial or commercial intrusion on single-family residential areas or where it is easily accessible. Examples of the former include development along Industrial Road and west to the interstate, and near the Turfway Interchange. Examples of the latter include the Village Parke Condominiums on the old Florence Drive-In site. Overall, a mixing of uses can be accommodated within the City of Florence and the existing residential communities can be protected if proper buffers and design are incorporated into the developments (Florence Central, pg. 166).
- C. In summary, growth in this section of Boone County must be balanced among three major land users, commercial, industrial, and residential development. Growth in one land use must consider the location of existing and planned developments of the other two (Florence Central, pg. 166).

The Housing Element contains the following passages which relate to the request:

- A. Table 6.1 shows that Boone County has not attained the 2010 population forecast of 121,080 made a few years ago by the State Data Center in Louisville, but is continuing to increase nonetheless. The people per household figures have continued to decrease each decade, but are expected to level off at some point in the next couple of decades. These figures are typically higher than the state or national average, reflecting the relatively young age statistics in the Population Element (Housing Demand, Population Trends, pg. 73).

TABLE 6.1 BOONE COUNTY POPULATION AND HOUSEHOLDS

	1980	1990	2000	2010	2020	2030
Population	45,842	57,589	85,991	118,811	153,933	190,270
Households	14,848	20,127	31,258	43,216	57,870	71,530
People Per Household	3.09	2.85	2.73	2.73	2.66	2.66

Source: US Census; KY State Data Center Estimate (University of Louisville)

- B. The demand for more affordable single-family and multi-family residences, generated by the commercial and industrial employment growth centers, has helped generate the development of many new subdivisions and apartment developments. New subdivision and apartment design has been uniform in suburban areas and has in the past offered little variation or innovation from one development to another. Recent development proposals have contained concepts that include landominiums, neotraditional single-family, and a

greater variety of attached housing. Mixed-use, planned developments that provide a mix of housing options, commercial, office, and public uses with multiple transportation options (i.e. transit, pedestrian, park-and-ride) could be one strategy for meeting this demand (see Housing Densities in this element and the Land Use/Transportation Connection section in the Transportation Element). The local development community should be encouraged to examine other markets around the nation to uncover new trends that may be beneficial in Boone County (Housing Demand, Population Trends, pg. 73).

- C. Demand for multi-family housing has historically been in, or around Florence. The emphasis on new construction, however, has shifted to the unincorporated county. The continuing in-migration of a young, professional population combined with the increased growth of single-parent families and the overall graying of the population, means the demand for various multi-family housing options will continue in the future for Boone County (Housing Demand - Economic Factors, pg. 75).
- D. Multi-family housing developments should have convenient access to commercial districts or should provide their own supporting commercial uses. The developments should be designed to offer the shortest trips to the most people. High density residential developments help to hold down the cost of individual units due to many variables including lower land cost per unit, lower land development cost and building unit costs per unit. Clustering of the dwelling units allows this by requiring less site work and utility construction. Better design can correlate with more density, and walkable, multi-modal communities. This also provides a supply of affordable housing for county residents (Meeting Housing Needs - Housing Types, pp. 79-80).
- E. High density residential areas should be located sufficiently near and with convenient access to major streets, highways, and shopping and public facilities. A progression of densities of residential uses from high (multi-family) to low (single family) shall be encouraged. Where traditional progressions of high to low net density are not possible through creative development design, an appropriate and attractive visual transition should be achieved. This could include existing vegetation or new landscaping and/or fencing. Existing vegetation (such as wooded fence rows) should be retained as much as possible to provide buffer strips and stormwater filters. This serves a dual purpose in that woodland is becoming relatively scarce in the eastern uplands of the county, and these areas buffer different land uses. Housing that is proposed on smaller, remnant tracts needs to be carefully designed (Housing Densities, pg. 81).

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

- A. A broad range of housing opportunities shall be provided which meet the needs and desires for all household types (Housing, Objectives).
- B. No housing policy shall have the effect of causing discrimination against any person on the basis of age, race, color, religion, sex, familial status, disability, or national origin.
- C. Mixed use, higher density neighborhoods shall be encouraged near existing or proposed mass transit areas, commercial districts, and public facilities (i.e. parks) and also have convenient access to major streets and highways (Housing, Objectives).
- D. Where existing infrastructure, services, and the public school system are not adequate, development shall be phased to coordinate with the provision of these items.

SITE CHARACTERISTICS

The approximate 0.76 acre site is at the northeast corner of Drexel Avenue and Oakwood Drive and contains 2 separate two-story buildings, which are connected by roofing and a common exterior walkway. The buildings are constructed primarily with wood siding, stone, and asphalt shingle roofing. The buildings are in a state of disrepair with graffiti, broken windows, broken siding, and broken decking clearly visible. The primary parking lot contains +/- 22 parking stalls and is accessed from Oakwood Drive. Four (4) additional parking spaces are located along the Drexel Avenue frontage. Boone County G.I.S. shows that topography of the property falls from 914 feet above sea level at Drexel Avenue/Oakwood Drive to 900' above sea level along the rear property line. Some mature landscaping exists along both street frontages and up against the building.

SURROUNDING LAND USES & ZONING

North: Oakwood Apartments (UR-2)

South: Drexel Avenue, Cinfed Credit Union (C-2), Duplex Fronting on Bustetter Drive

East: Duplex Fronting on Drexel Avenue (SR-2)

West: Oakwood Drive, Florence Medical Building, Biederman Educational Center, and Oakwood Apartments (UR-2)

STAFF COMMENTS

1. On March 30, 2016, Staff sent an email to Florence Public Services, Florence Fire Department, Boone County Building Department, and Boone County Schools to make them aware of the application.

At the time the Staff Report was finalized, Florence Fire Department and Boone County Building Department were the only agencies that had provided comments.

2. Staff believes the proposal to convert to building to apartments is in agreement with various passages from the Comprehensive Plan. The property is located in close proximity to Turfway Road, commercial uses, other apartments, and bus service.
3. The City made Staff aware that there are three current code violations pending against the property (see attachments).
4. The Board needs to analyze the Conditional Use Permit criteria before acting on the request.
5. Staff recommends the following conditions if the request is approved:
 - A. The applicant's list of phasing improvements shall be completed within 18 months of Boone County Building Department issuing the first Building Permit for the project.
 - B. The applicant shall resolve all City of Florence Maintenance Code and Boone County Zoning Regulations violations pending against the property within 18 months of Boone County Building Department issuing the first Building Permit for the project.

- C. The parking lot shall be re-striped and contain all required handicapped parking and signage.
- D. The existing trees on site shall be documented and shall be required landscaping plantings. Any trees that are removed or die shall be replaced.
- E. Public sidewalks shall be required along the entire Drexel Avenue street frontage.
- F. The four parking spaces along the Drexel Avenue street frontage shall be removed to eliminate the backing out turning movement in the right-of-way. However, the striped crosswalk area shall remain to provide a sidewalk connection to the building.

CONCLUSION

KRS 100.237 and Section 220 of the Boone County Zoning Regulations gives the Florence Board of Adjustment and Zoning Appeals the authority to act on the request.

Respectfully submitted,



Todd K. Morgan, AICP
Senior Planner, Zoning Services

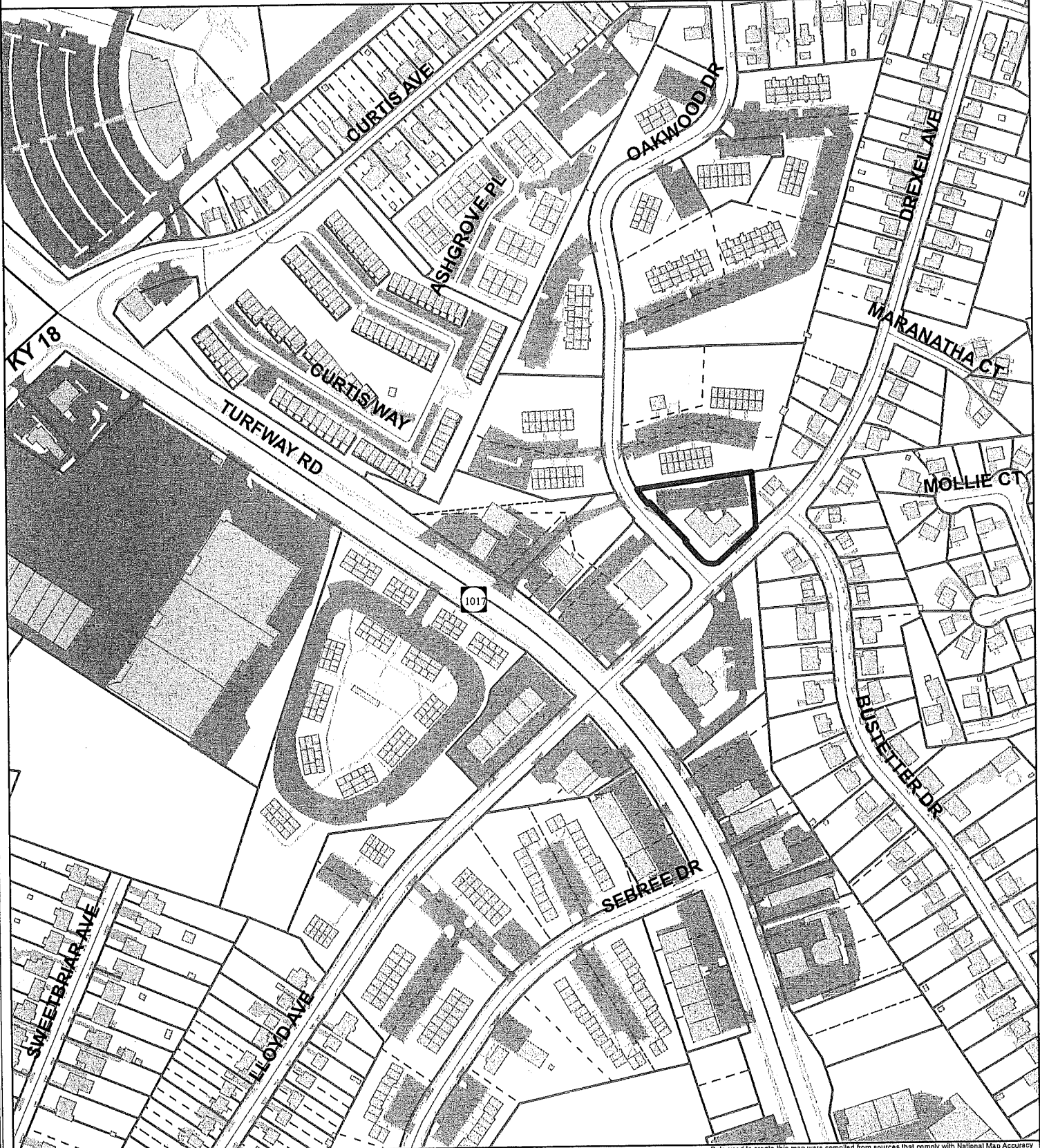
TKM/tlb

Attachments

- *Site Vicinity Map
- *Applicant's Cover Letter
- *Zoning Map
- *2013 Aerial Map
- *Future Land Use Map
- *Topographical Map
- *2/4/16 Letters Addressing the Active Code Violations
- *3/30/16 Agency Email and Response From Fire Marshal Krebs
- *3/30/16 Agency Email and Response From Jerald E. Noran, Chief Building Official
- *Application

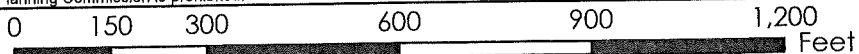
SITE VICINITY MAP

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BOARD OF ADJUSTMENT AND ZONING APPEALS ACTION

BOONE COUNTY PLANNING COMMISSION

Conditional Use Proposal

The applicant is seeking a Conditional Use approval for multi-family dwelling units (up to nine) for 6948 Oakwood Drive in Florence Ky (Article 10; Section 1023). The property is presently zoned C2 and is surrounded by in-kind property zoning; C2, UR2, and SR2. The property is labeled as the Drexel Building and is commonly referred to as The Recorder Building. The Drexel Building consists of two separate two story buildings connected by a common exterior walkway and partial roofing valley. The property is approximately 7,900 sq ft and on a 0.76 acre lot. There is no proposed change in elevation.

Drexel Building History/Current State

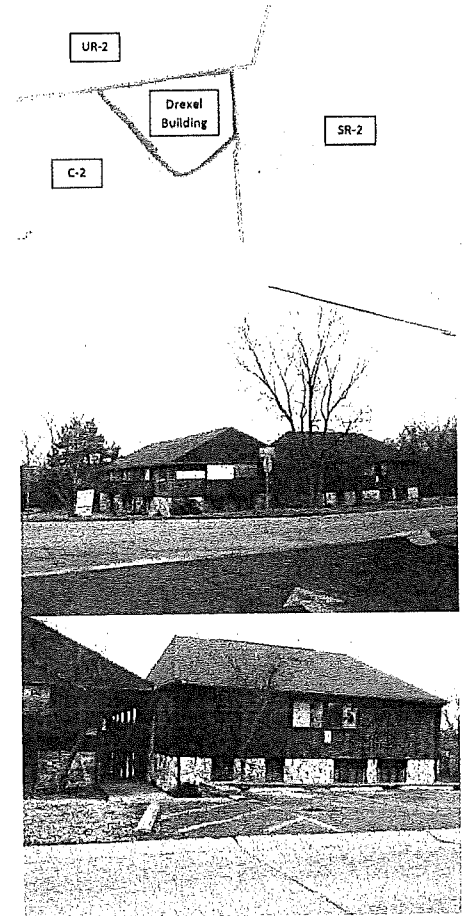
The property was constructed in 1976 and is in a significant state of exterior, cosmetic disrepair. The property has been vacant of all tenants since at least February 2014 when metered electric was disconnected from the units and only the master meter remained in service. The property has been without any electric since the master meter was cut off in May 2015. As a result of absentee management/ownership the property has experienced AC unit theft, broken windows/sliding glass door damage and some interior disrepair. The property was, and currently is, boarded up and all exterior entry points for the most part are inaccessible. The property is now the frequent victim of spray painting and some additional minor destruction. The applicant proposes that upon Conditional Use approval that Master electric will be restored hastily which will enable exterior lighting and security camera installation. Additional vandalism deterrents will be explored as warranted, but may include private party security patrols, Florence police engagement, and other temporary security measures; all with the sole objective of curbing any additional vagrant/vandalism activities while generating minimal to no impact to the surrounding area. Once, the property achieves a Certificate of Occupancy I believe the opportunistic vandalism will stop.

Drexel Building Future State

The planning objective is to serve multi-family market demand in the Florence area. This specific property will produce a rent accretive mix for the immediate area based on a desirable small footprint property consisting of up to 9 individual apartments. The applicant proposes the following stages of rehabilitation for the Drexel Building;

Phase 1 (0-6 months)

- Upon Conditional Use approval, Master electric will be restored hastily which will enable exterior lighting and security camera installation.
- General exterior appearance will be refreshed. Broken and missing architectural elements will be repaired or replaced, spray paint will be removed/covered.
- Parking areas will be defined and repainted as necessary.
- Brush, trash and dead trees will be addressed.
- Building One Rehab will commence and involve restoration of utility services and means of egress.
- Certificate of Occupancy will be applied for and the first 3 apartments will be available for rent.



Phase 2 (6-12 months)

- Building Two rehab will commence and involve restoration of utility services and means of egress.
- Certificate of Occupancy will be applied for and the remaining apartments will be available for rent.

Phase 3

- Further exterior improvements will commence and may include the following types of enhancements; deck railing will be replaced (within the same footprint), soffit and fascia replacement, gutter replacement, exterior paneling upgraded or replaced with in-kind building material (siding, tongue and groove slat, etc.). Additional exterior paint refresh will most likely be within the traditional combination of gray, beige and brown colors in one palette.

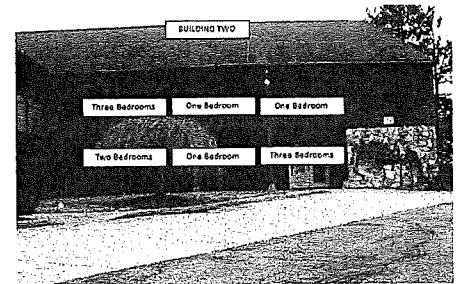
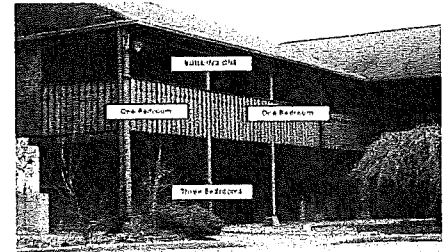
The likely mix of units is as follows:

Building One (approximately 2,500 sq ft).

The second floor of Building One will likely consist of a pair of 1 bedroom units. The lower level will likely be a 3 bedroom unit.

Building Two (approximately 5,400 sq ft).

The second floor of Building Two will likely consist of a 3 bedroom unit and a pair of efficiency/1 bedroom open space units. The lower level will likely consist of a 3 bedroom unit, a 2 bedroom unit, and a single efficiency unit.



Cumulative Proposed Unit Mix			
Apartment Units	Building One	Building Two	Cumulative
1 bedroom/loft	2	3	5
2 bedroom		1	1
3 bedroom	1	2	3
Cumulative	3	6	9

Tenant Profile and Approach

The applicant purchases and owns income producing real estate with a long term mindset. The property selection process is rigorous and based on long term investment standards. Tenant selection criteria are equally robust and share the same long term objective. Tenants are personally evaluated by the owner and the owner seeks to identify only well qualified tenants, desiring a lease long term and an attentive property manager. The applicant will continually invest in the property to ensure the Drexel Building becomes, and stays, a quality and well cared for property. Tenant mix will meet all provisions and intent of the federal Fair Housing Act of 1968 and the federal Fair Housing Act Amendments Act of 1988. By following a meticulous process of finding long term tenants and providing a personal high touch and responsive relationship, the applicant feels that his desired long term tenant profile can be achieved. The applicant is open to highly selected assisted housing applicants and has had great success in identifying strongly qualified tenants in the past. The applicant desires to personally meet with each applicant for an interview and will actively manage the rental property.

Adjacent properties

The following properties/owners are near vicinity to the Drexel Building. These properties are a mixture of commercial and multi-family detached homes, as well as apartment complexes (adjacent property zoning is C2, UR2, and SR2). Approval of the Conditional Use application will be harmonious, in character, and highly compatible with the immediate area. There will be no impediment to the future neighboring uses and no material incremental cost of public utilities or traffic flow.

43 Drexel Avenue

MAILING ADDRESS

43 Drexel Ave
Florence, KY 41042

OWNERS

ARLINGHAUS JASON C

LEGAL DESCRIPTION

LOT 6 LONGWOOD EST (F5F-6)

PARCEL ID

072.00-10-006.00

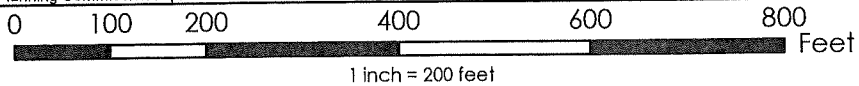
ZONING MAP

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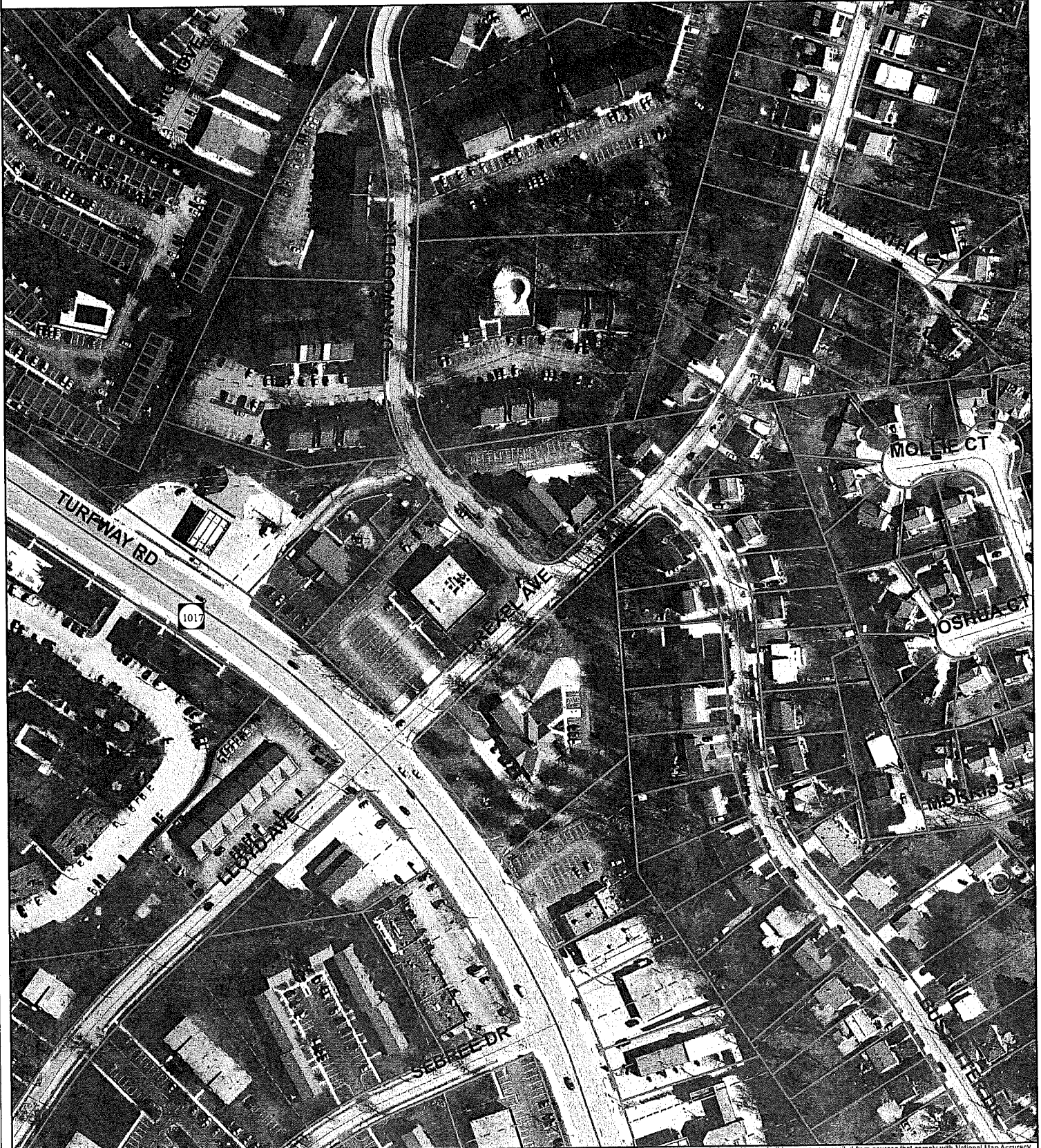
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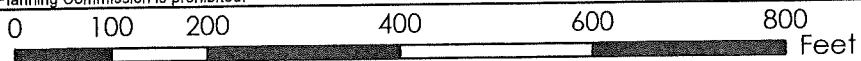
2013 AERIAL MAP

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1 inch = 200 feet

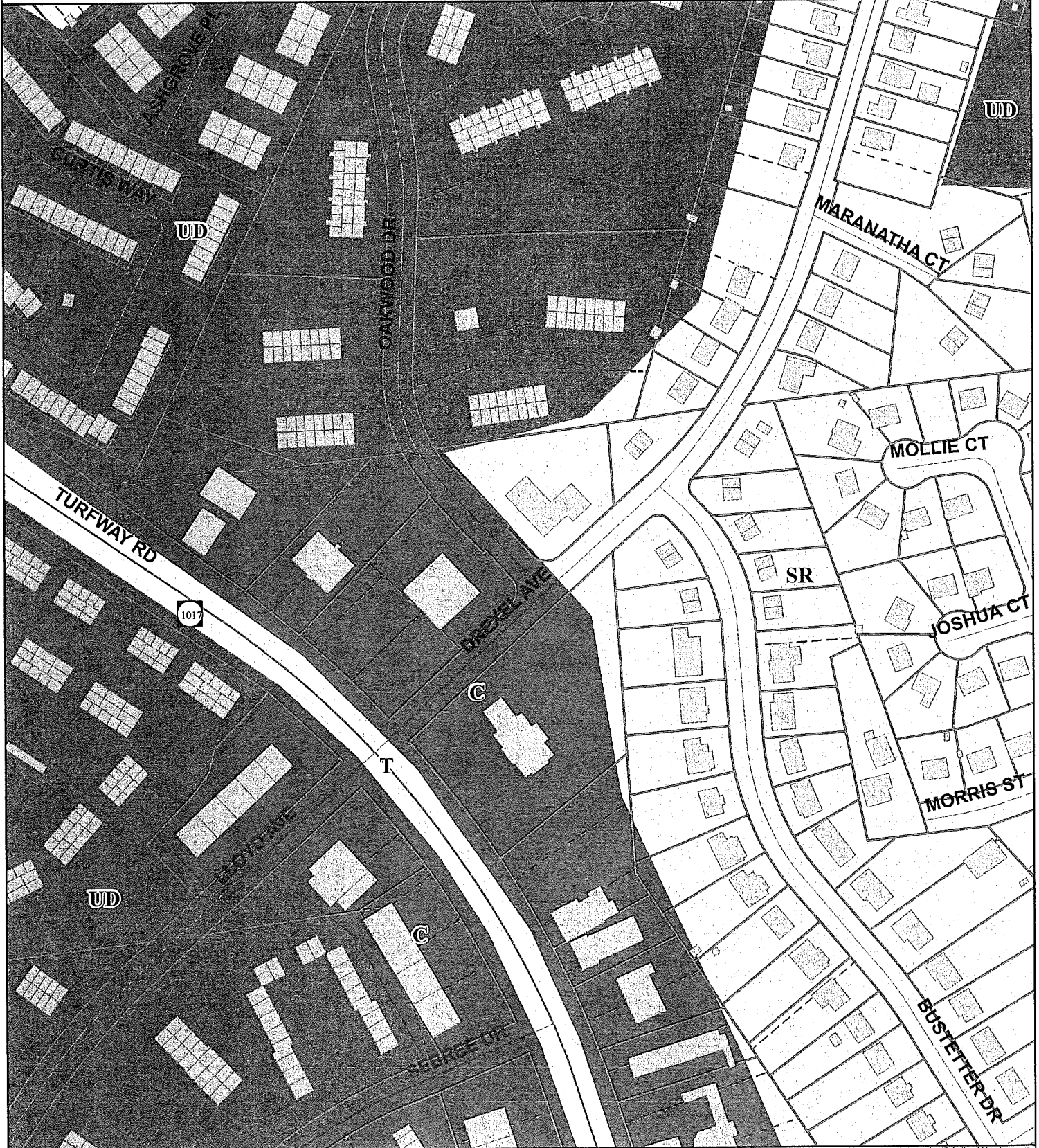


Boone County GIS - Putting Northern Kentucky on the Map



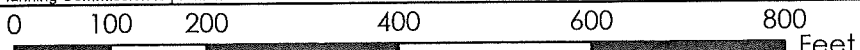
2035 FUTURE LAND USE MAP

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TOPOGRAPHICAL MAP

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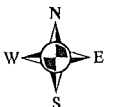


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0 100 200 400 600 800 Feet

1 inch = 200 feet



Boone County GIS - Putting Northern Kentucky on the Map

Map Created: 07/01/2013

ArcMap Document: BooneMap (lfa).mxd

February 4, 2016

Joyce Bonar
1448 Castle Butte Road
Lewistown, MT 59457

Re: Notice of Violation

Dear Property Owner:

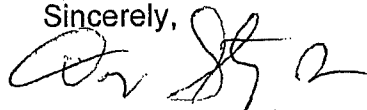
The Public Services Department has observed a condition on the property you own at ~~6948~~ Oakwood Drive in Florence, Kentucky in need of your prompt attention.

The decks on the Oakwood drive side of the building are in disrepair. One is separating from the building and the other is missing pieces. This condition is a violation of the City of Florence Ordinance 0-11-03, Section 302.1 that requires all exterior property and premises be maintained in a clean, safe and sanitary condition.

Your cooperation is required to repair the decks within thirty (30) days after receipt of this letter. Failure to comply with the provisions of this letter will result in a citation being issued which includes a fine and the possibility of a hearing before the Code Enforcement Board.

If you have any questions or encounter any difficulty addressing this situation within the time period allowed, please feel free to call me at (859) 647-5416. Thank you in advance for your cooperation.

Sincerely,



David Strickley, Jr.
Code Enforcement Officer

February 4, 2016

Joyce Bonar
1448 Castle Butte Road
Lewistown, MT 59457

Re: Notice of Violation

Dear Property Owner:

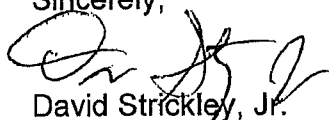
The Public Services Department has observed a condition on the property you own at 6948 Oakwood Drive in Florence, Kentucky in need of your prompt attention.

Many windows are broken out on all sides of the building that have not been secured. This condition is a violation of the City of Florence Ordinance 0-11-03, Section 303 that requires every window, skylight, door, and frame be kept in sound condition, good repair, and weather tight.

Your cooperation is required to properly repair or secure the area within thirty (30) days after receipt of this letter. Failure to comply with the provisions of this letter may result in a citation being issued which includes a fine and the possibility of a hearing before the Code Enforcement Board.

If you have any questions or encounter any difficulty addressing this situation within the time period allowed, please feel free to call me at (859) 647-5416. Thank you in advance for your cooperation.

Sincerely,



David Strickley, Jr.
Code Enforcement Officer

February 4, 2016

Joyce Bonar
1448 Castle Butte Road
Lewistown, MT 59547

Re: Notice of Violation

Dear Resident:

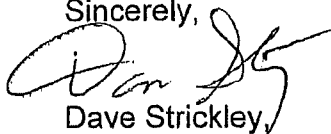
The Public Services Department has observed a condition on the property at 6948 Oakwood Drive in Florence, Kentucky in need of your prompt attention.

Graffiti has been painted on all different parts of the building. This condition is a violation of the City of Florence Ordinance 0-11-03, Section 302.9 that prohibits graffiti on any exterior surface of any structure or building. It shall be the responsibility of the owner to restore said surface to an approved state of maintenance and repair.

Your cooperation is required to remove all graffiti from all exterior surfaces within thirty (30) days after receipt of this letter. Failure to comply with the provisions of this letter may result in a citation being issued which includes a fine and the possibility of a hearing before the Code Enforcement Board.

If you have any questions or encounter any difficulty addressing this situation within the time period allowed, please feel free to call me at (859) 647-5416. Thank you in advance for your cooperation.

Sincerely,



Dave Strickley,
Code Enforcement Officer

Todd Morgan

From: Robert Krebs <Robert.Krebs@Florence-KY.gov>
Sent: Wednesday, March 30, 2016 10:38 AM
To: Todd Morgan
Subject: RE: Conditional Use Permit application to allow an office building to be converted to apartments

I do not have any comments for or against this change. I will not be attending the meeting.

Bob

From: Todd Morgan [<mailto:TMorgan@boonecountky.org>]
Sent: Wednesday, March 30, 2016 10:33 AM
To: Joshua Hunt; Robert Krebs; Jerry Noran; mike.ford@boone.kyschools.us; 'eric.mcartor@boone.kyschools.us'
Subject: Conditional Use Permit application to allow an office building to be converted to apartments

Gentlemen,

I wanted to make you aware that the Florence Board of Adjustment will be acting on a Conditional Use Permit application to allow an office building, located at 6948 Oakwood Drive, to be converted into a maximum of nine (9) apartments. The meeting will occur on April 13, 2016, at 7:00 PM, in the Florence Government Center. I have attached the applicant's cover letter for your review. Please respond to this email or attend the meeting if you have any comments regarding the application. Please call me if you have any questions.

Thanks for your help.

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

Todd Morgan

From: Jerry Noran
Sent: Wednesday, March 30, 2016 1:35 PM
To: Todd Morgan
Subject: RE: Conditional Use Permit application to allow an office building to be converted to apartments

The only comment that I have is that, for a change in use, building codes review the building as if it's brand new construction, and it will have to meet all relevant aspects of all applicable codes (including the energy code). Hiring an architect would be a good idea if the owner is not familiar with building codes. requirements.

Sincerely,
Jerald E. Noran, CBO, AIA
Chief Building Official
Boone County Building Department
2950 Washington Street
P.O.Box 900
Burlington, KY 41005
859-334-3288
jnoran@boonecountyky.org

From: Todd Morgan
Sent: Wednesday, March 30, 2016 10:33 AM
To: 'Joshua Hunt'; 'Robert Krebs'; Jerry Noran; mike.ford@boone.kyschools.us; 'eric.mcartor@boone.kyschools.us'
Subject: Conditional Use Permit application to allow an office building to be converted to apartments

Gentlemen,

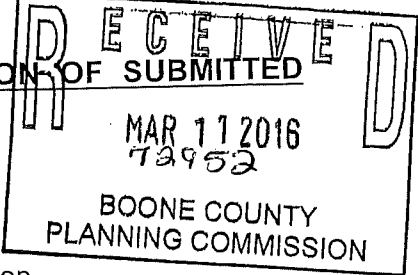
I wanted to make you aware that the Florence Board of Adjustment will be acting on a Conditional Use Permit application to allow an office building, located at 6948 Oakwood Drive, to be converted into a maximum of nine (9) apartments. The meeting will occur on April 13, 2016, at 7:00 PM, in the Florence Government Center. I have attached the applicant's cover letter for your review. Please respond to this email or attend the meeting if you have any comments regarding the application. Please call me if you have any questions.

Thanks for your help.

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

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 [checked] Florence _____ Walton _____ Union _____
2. (Check One) [checked] Conditional Use Permit _____ Variance _____ Appeal _____
Change in Non-Conforming Use _____
3. Applicant's Name Wesley Knight
Applicant's Address 1867 Burleigh Lane
Union Ky 41091
4. Description of Request: to allow conversion of former office building to a small apartment complex, see attached letter
5. Name of Development Drexel Building
6. Location of Development 6948 Oakwood drive
Florence Ky 41042
7. Acreage Under Review 0.76
8. Lot Number and Name of Subdivision (if part of a subdivision)
Lot 13-A Oakwood Apartments
9. Owner of Property Joyce Bonar
Address of Property Owner 6275 Fenchley Road
Independence Ky 41051
10. Proposed Use(s) on Site Apartments; no additions, as is, no expansion of parking area.
11. Total Square Footage of Existing and/or Proposed Buildings 7,950 sq
12. Current Zoning on Property C2
13. Deed Book 904 Page No. 67 Group No. 2034B
14. Is the site subject to a zone change? no
15. If yes, give date of approval
16. Have you submitted a Site Plan with this request? aerial
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: Joyce E Bonar 3-1-16
(Faxed, Photocopied or Scanned Signatures will NOT be Accepted)

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

COPY

CLUR #16-FBOA-001-A

CERTIFICATE OF LAND USE RESTRICTION

1. NAME AND ADDRESS OF PROPERTY OWNER(S)

Joyce Bonar
6275 Finchley Road
Independence, KY 41051

2. ADDRESS OF PROPERTY

6948 Oakwood Drive
Florence, KY

3. NAME OF SUBDIVISION OR DEVELOPMENT (if applicable)

Drexel Building

4. DEED BOOK 904

PAGE NO. 67

GROUP NO. 2034B

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

Zoning Map Amendment:
From To

Conditional Use Permit

Development Plan

Conditional Zoning

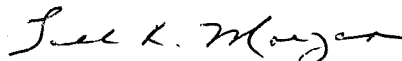
Subdivision Plat
(Not Recorded)

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, Senior Planner

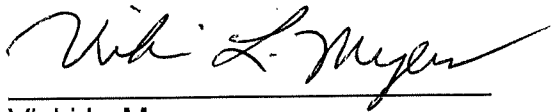
Name and Title of Completing Official

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 15 day of April, 2016.



Vicki L. Myers
Vicki L. Myers
Notary ID 438411
NOTARY PUBLIC, State at Large

My commission Expires:
April 17, 2019

This instrument was prepared for recording purposes only by:



Sara Smith
Sara Smith
Boone County Planning Commission
2950 Washington Street, Room 317
P.O. Box 958
Burlington, Kentucky 41005

NO TITLE EXAMINATION

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

CONDITIONS OF APPROVAL

The following Conditions of Approval apply to the conditional use permit approved by the Florence Board of Adjustments and in accordance with the current zoning in effect as of April 13, 2016 Certificate of Land Use Restriction (#16-FBOA-001-A), for Joyce Bonar Property Owner(s).

The following conditions will apply:

1. The applicant's list of phasing improvements shall be completed within 18 months of Boone County Building Department issuing the first Building Permit for the project.
2. The applicant shall resolve all City of Florence Maintenance Code and Boone County Zoning Regulations violations pending against the property within 18 months of Boone County Building Department issuing the first Building Permit for the project.
3. The parking lots shall be re-striped and contain all required handicapped parking and signage.
4. The following landscaping conditions shall apply to the property:
 - A. Trees 1 and 2 from the applicant's PowerPoint presentation can be removed and do not need to be replaced.
 - B. All other trees on site shall be documented and shall be required landscaping plantings. Any trees that are removed or die shall be replaced with new trees that meet the minimum installation size requirements of the Boone County Zoning Regulations.

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

DEED BOOK 904

PAGE NO. 67

GROUP NO. 2064B