

SCOTT COUNTY BOARD OF ADJUSTMENT MEETING

SCOTT COUNTY FISCAL COURT

101 EAST MAIN STREET

November 5th, 2026

5:00 P.M. EST (4:00PM CST)

AGENDA

I. BUSINESS

- a)** Approval of October 15th, 2026, minutes.
- b)** Swear in speakers.

II. APPLICATIONS – OLD

- a)** None

III. APPLICATIONS – NEW

- a)** S-2026-35 – Kyle Murray is requesting a Conditional Use Permit for a home occupation to operate an office and client showroom for a custom home construction and remodeling business within a proposed dwelling at 5365 Paris Pike [Zoned A-1]
- b)** S-2026-37 – John Harrod is requesting a Conditional Use Permit for the construction of a secondary residence at 173 Hess Branch Road [Zoned A-1]
- c)** S-2026-38 – Jackie Willoughby is requesting a Conditional Use Permit for the construction of a secondary residence at 604 Stonetown Road [Zoned A-1]
- d)** S-2026-39 – Vicki and Tobin Thomas are requesting a Conditional Use Permit for the construction of a secondary residence at 5301 Bethel Road [Zoned A-1]

III. OTHER

- a)** S-2026-12- Status update on the home occupation Conditional Use Permit application at 150 Locust Fork Road, continued from the October 15, 2026, meeting

IV. ADJOURN

**Scott County Board of Adjustments
October 15, 2026, Minutes**

The meeting was called to order at 5:00 p.m. All members were present, except Garrison. Rhett Shirley, Mark Carper, Toshi Tusam, Elise Ketz, Noah Smith, and Holden Fleming were present as Staff to the Board.

Upon Motion by Holland, second by Cooper, the Board unanimously approved September 3, 2026, minutes, with one correction. The reference to a Board vacancy was removed. The Board Attorney administered the oath to those signed in to speak.

Old Applications: Willoughby application, S-2026-12, was deferred to the end of the agenda.

New Applications:

a. **S-2026-32: Cecil Aguilar, 4819 Muddy Ford Road, Georgetown, KY**, requested a dimensional variance for a lot of record at **1207 Cedar Road, Stamping Ground, KY**. The variances are for reduction from fifty (50) feet to twenty (20) feet one each side yard to allow the construction of a home. The property is zoned A-1, Agricultural. The applicable provision is KRS 100.243. Notices were given. There was no opposition.

Toshi presented the application, explaining the justification, her findings, and recommended conditions of approval. This is a small 0.9-acre lot of record. The variance would allow reasonable use of the site. There is no evidence the circumstances are other than stated by applicant. There is not ordinance violation by the applicant. Approval will not adversely impact the area, nor would it constitute an unreasonable circumvention of the ordinance. The applicant concurred.

Upon motion by Holland, second by Volk, the Board unanimously approved the application, subject to the Staff report.

b. **S-2026-33: Cecil Aguilar, 4819 Muddy Ford Road, Georgetown, KY**, requested a dimensional variance for a lot of record at **1203 Cedar Road, Stamping Ground, KY**. The variances are for reduction from fifty (50) feet to twenty (20) feet one each side yard to allow the construction of a home. The property is zoned A-1, Agricultural. The applicable provision is KRS 100.243. Notices were given. There was no opposition.

Toshi presented the application, explaining the justification, her findings, and recommended conditions of approval. This is a small 1.06-acre lot of record. The variance would allow reasonable use of the site. There is no evidence the circumstances are other than stated by applicant. There is not ordinance violation by the applicant. Approval will not adversely impact the area, nor would it constitute an unreasonable circumvention of the ordinance. The applicant concurred.

Upon motion by Meadows, second by Holland, the Board unanimously approved the application, subject to the Staff report.

c. S-2026-34: WTS Construction, 257 Harbor Village Drive, Georgetown, KY requested a dimensional variance for 289 Harbor Village Drive. The requested variance would reduce the front setback of twenty-five (25) feet to sixteen (16) feet to offset the reduction in buildable area caused by the waterway in the rear of the lot. The applicable provision is KRS 100.243. Notices were given. There was no opposition.

Toshi presented the application, explaining the justification, her findings, and recommended conditions of approval. The waterway's actual location penetrates deeper into the lot than shown on the plat. There is no evidence that the circumstances are other than stated by applicant. There is not ordinance violation by the applicant. There is no adverse impact on the area. It is a circumstance unique to this property.

Upon motion by Cooper, second by Volk, the Board unanimously approved the application, subject to the Staff report.

Old Applications:

a. S-2026-12: Jackie Willoughby, Jr., 604 Stonetown Road, Stamping Ground, KY, requested a conditional use permit for a home occupation at 150 Locust Fork Road, Stamping Ground. The applicable provision is Zoning Ordinance Section 4.12(G) and KRS 100.237. Notices were given. There was opposition.

Toshi presented the application, explaining the circumstances, her findings, and recommendation of denial. Applicant proposes to use four hundred eighty square feet of a five thousand (5000) square feet building on a 1.46 acre lot, with a home under construction. The use would be a welding and fabrication shop with five (5) employees. The primary question with applications such as this is whether the use is incidental and subordinate to the principal residential use of the property. Currently, without a home on the premises, a home occupation may not be approved.

Applicant was represented by Brandon Voelker, attorney, of Covington, KY. Voelker's written argument is attached and made part of these minutes for accuracy.

Shannon Frazure, resident of Locust Fork Road opposed the application due to narrowness of the road and the hazard that creates between applicant's traffic and both regular traffic and buses or other trucks. She also questioned runoff into the stream at the rear of applicant's property.

**Scott County Board of Adjustments
October 15, 2026, Minutes
Page three**

Testimony of applicant revealed the house is to be occupied by applicant's son, not applicant. The business belongs to applicant.

After discussion by applicant, applicant's attorney, questions by the Board, at 1:7, et seq. of the hearing video, the Board attorney began exploring the nature of the problem with this business at this location. He questioned the property's proximity to Stamping Ground city limits, the need for road improvements, the prospect of applicant's property consisting of this site and the adjacent tract to the south, being annexed to Stamping Ground, with the possibility of its zone classification changed to light industrial.

Beginning about hearing video counter 1:46:20, the Board attorney began a discussion that ultimately concluded with:

Motion by Volk, second by Cooper, the Board voted 3-1, Meadows being the only "No" vote, to continue the application to the November meeting to allow the following: 1. Applicant and staff to contact Stamping Ground to see if Stamping Ground has interest in annexing applicant's property, both the application site and the tract to the south that abuts the city limits. 2. For staff to explore the general parameters for needed road improvements to the curve. 3. For applicant to correct his "home occupation" being owned by someone not occupying the residence. And, 4. While continuing operation applicant will have zero outward indicia of a commercial operation.

There being no further business, the meeting was adjourned.

Approved:

Attested:

Tommy Cooper, Chair

Charlie Perkins, Board Attorney
and Recording Secretary

CONDITIONAL USE PERMIT APPLICATION

5365 Paris Pike

Staff Report to the Scott County Board of Adjustment November 5, 2026

FILE NUMBER: S-2026-35

PROPOSAL: Conditional Use Permit for a home occupation to operate an office and client showroom for a custom home construction and remodeling business within a proposed dwelling

LOCATION: 5365 Paris Pike

PARCEL ID: 228-00-044.003

APPLICANT: Kyle Murray

CONSULTANT: N/A



STATISTICS:

Zone:	A-1 (Agricultural)
Surrounding Zone (s):	A-1 (Agricultural)
Site Acreage:	7.09 acres
Access (Directly):	Paris Pike
Access (Nearest Arterial):	Paris Pike [US-460]
Context:	Approximately 1500 feet east from the intersection of Paris Pike and Newton Pike

BACKGROUND:

Kyle Murray ("Applicant") is requesting approval of a Conditional Use Permit for a home occupation to operate an office and client showroom for a custom home construction and remodeling business within a proposed dwelling at 5365 Paris Pike ("Project Site"), Parcel ID: 228-00-044.003. The Project Site is a 7.09-acre parcel zoned A-1 (Agricultural) and is currently undeveloped. It is identified as Tract 1 on Plat Cabinet 13, Page 393, recorded in September 2024 as part of a minor transfer and consolidation plat.

According to FEMA Flood Maps, the Zone A floodplain associated with Cherry Run occupies the eastern half portion of the parcel. The proposed structures are located outside of the mapped floodplain. The site contains a stand of mature trees along the Paris Pike frontage, with an open, cleared area in the interior of the lot. The submitted site plan shows a new driveway running from Paris Pike to the proposed dwelling and a detached garage located toward the rear of the property. The Applicant indicates that the garage has previously been approved.

There are no previous applications to the Board of Adjustment for the Project Site.

APPLICATION REQUEST:

The Applicant proposes to construct a two-story single-family dwelling measuring approximately 60 feet by 40 feet, with a total floor area of approximately 4,800 square feet. The Applicant's family will reside on the second floor, and the business office and client showroom for the Applicant's custom home and remodeling company are proposed on the main floor. The business currently operates out of the Applicant's existing home, and the Project Site would serve as the primary business location. No business activity is proposed within an accessory structure.

The business is expected to have two to three people working on site (the Applicant, a family member, and a part-time project manager) and operate from 8:00 am to 4:00 pm. The Applicant anticipates one to two customer visits per month, with vehicles entering and leaving the property approximately twice per day. Business-related vehicles stored on site are limited to the Applicant's pickup truck, a personal car, and one open trailer. No delivery trucks are anticipated.

ISSUES & ANALYSIS:

Section 4.12(G) of the Georgetown-Scott County Zoning Ordinance lists "home occupations that exceed the limitations in the definition of such" as a Conditional Use within the A-1 (Agricultural) Zoning District.

In reviewing home occupations within the unincorporated areas of Scott County, the primary consideration is whether the proposed business remains incidental and subordinate to the principal residential use while preserving the agricultural or residential character of the surrounding area. Home occupations are intended to accommodate limited business activities that do not create excessive traffic, noise, outdoor activity, or other commercial impacts that would alter the character of the property or adversely affect neighboring properties. Because this application exceeds the standard definition of a home occupation, the Board must determine whether the proposed use, with appropriate conditions of approval, remains compatible with the surrounding area and satisfies the standards for a Conditional Use Permit pursuant to KRS 100.237.

Definition - Home Occupation:

The Zoning Ordinance defines a home occupation as a professional office, studio, or personal service maintained by one professional with no staff and conducted within a dwelling or an accessory building.

Home occupations must meet the following conditions:

- A. The home occupation must be incidental to the principal residential use of the residence and be limited to 25% of the ground floor area, in no event to exceed 300 square feet.
- Staff Analysis: The Applicant has indicated that the dedicated business office will be limited to no more than 300 square feet of the first floor and the remaining area will function as part of the

residence, including personal living space, a flexible area that may be used as a home theatre or similar residential space, and living areas that may serve as a showroom on a part-time basis during the occasional client visit (one to two per month). The second floor will be used entirely as the Applicant's residence. Staff finds that, with the business office limited to 300 square feet, the home occupation remains incidental and subordinate to the principal residential use of the dwelling.

- B. The home occupation shall result in no exterior evidence, except a wall sign not to exceed 5 square feet in area which may identify the home occupation.
- **Staff Analysis:** Staff finds no exterior evidence of the business other than signage. The initial application included an illustration of a Freestanding Ground Monument sign at the driveway entrance, which does not meet this requirement.

Section 6.2(1) of the Georgetown-Scott County Sign Ordinance further provides:

*"No single-family structure in any of these districts may have a Freestanding Sign unless granted a Home Occupation Permit by the Board of Adjustment and the decision by the Board of Adjustment that a Wall Sign is a hardship. In this case, a single-family structure may have one (1) **Freestanding Pole Sign** no more than forty-two (42) inches tall and four (4) square feet in area."*

The Applicant has agreed to revise the proposed signage to comply with Section 6.2(1), and staff recommends that this be included as a condition of approval.

- C. The home occupation shall not generate any atmospheric pollution, light flashes, glare, odor, noise, vibration, truck or other heavy traffic.
- **Staff Analysis:** The proposed use is limited to an office and occasional client showroom conducted entirely within the dwelling. With two to three people working on site, one to two customer visits per month, and approximately two vehicle trips per day, traffic is comparable to that of a typical single-family residence. Staff finds that the proposed use meets this criteria.

Based on the analysis, staff finds that the proposed home occupation remains incidental and subordinate to the residential use of the property and is consistent with the intent of a home occupation under conditional use consideration.

Access:

The Project Site has direct access from Paris Pike [US-460], a state-maintained road, approximately 1500 feet from its intersection with Newton Pike. As Paris Pike is a state route, the driveway entrance is subject to the requirements of the Kentucky Transportation Cabinet (KYTC).

Parking: Section 2.71 of the Zoning Ordinance requires two (2) parking spaces for a single-family dwelling. Section 2.71(3)(c) requires one (1) parking space per 150 square feet of commercial floor area for indoor retail businesses, services, and home occupations, plus one (1) space for each truck operated by the business. Based on a 300 square foot business office and one business pickup truck, a minimum of five (5) off-street parking spaces is required (two for the dwelling, two for the office, and one for the truck). The submitted site plan does not identify parking areas. Staff recommends that the Applicant provide the required parking on site as a condition of approval, and that no business-related parking occur along Paris Pike.

Signage: The Applicant submitted an illustration of a freestanding ground sign as part of the application. The sign consists of a round metal sign face hung from a crossbeam supported by two wood timber posts, set within a stone retaining wall approximately 2 to 3 feet tall with a planted flower bed.

Section 6.2(1) of the Sign Ordinance states: *"No single-family structure in any of these districts may have a Freestanding Sign unless granted a Home Occupation Permit by the Board of Adjustment and the decision by the Board of Adjustment that a Wall Sign is a hardship. In this case, a single-family structure may have one (1) Freestanding Pole Sign no more than forty-two (42) inches tall and four (4) square feet in area."*

- **Staff Analysis:** Under Section 6.2(1), signage for a home occupation on a single-family property is limited to a wall sign. A freestanding sign is permitted only if the Board grants the Home Occupation Permit and determines that a wall sign is a hardship, and in that case is limited to one (1) freestanding pole sign no more than 42 inches tall and 4 square feet in area. The submitted ground sign does not meet these standards. Because the proposed dwelling is set back toward the rear of the 7.09-acre parcel behind an existing tree line along Paris Pike, a wall sign may not be visible from the road, which the Board may consider in determining whether a wall sign is a hardship. The Applicant has agreed to revise the signage to comply with Section 6.2(1) and install a pole sign instead of a ground monument sign, and staff recommends this be included as a condition of approval.

Buffering:

Section 6.14 of the Landscape and Land Use Buffer Ordinance states:

"Property boundary fencing shall be required for all parcels adjoining A-1 zoned land, regardless of the subject property's zone, when there is an approved change of use, either through the conditional use, variance, or development plan approval process to a use other than agricultural or single-family residential use.

The developer shall construct a 6-ft. minimum height fence of diamond mesh wire or equivalent no climb wire. The fence may not be bonded. If an existing tree line is present, then adequate measures shall be required to remove the vegetation to place the fence on the property boundary line. The cost of the fence installation shall be at the expense of the developer."

- **Staff Analysis:** Staff finds that the proposed use remains residential in nature, as the business office is located entirely within the interior of the first floor of the residence and will not create any off-site impacts. Therefore, although a Conditional Use Permit is required, there is no change of use to a use other than single-family residential, and staff determines that the property boundary fencing requirement of Section 6.14 does not apply.

Staff finds that the proposed home occupation, subject to the recommended conditions of approval, remains incidental and subordinate to the residential use of the property. Based on KRS 100.237, the proposed use is compatible with the surrounding agricultural and residential context and meets the conditions necessary for a conditional use permit.

FINDINGS:

1. The Project Site is a 7.09-acre parcel zoned A-1 (Agricultural), with surrounding A-1 zoning and direct access from Paris Pike [US-460].
2. The Applicant requests an office and client showroom for a custom home construction and remodeling business within a proposed dwelling measuring approximately 60 feet by 40 feet, along with a proposed detached garage accessory structure.
3. Section 4.12(G) permits home occupations exceeding standard limitations as a conditional use in the A-1 zoning district.

4. The proposed business office occupies approximately 300 square feet of the dwelling and is incidental to the principal residential use.
5. The proposed use includes up to three employees, including the Applicant, a family member, and one part-time employee, and is not anticipated to generate noise, traffic, or activity levels inconsistent with a residential setting.
6. The submitted freestanding ground sign does not meet Section 6.2(1); the Applicant has agreed to revise the signage to comply.
7. The proposed use will not adversely affect the public health, safety, and welfare of the surrounding area, subject to conditions of approval.

RECOMMENDATIONS:

Staff recommends **APPROVAL** of the Conditional Use Permit for a home occupation to operate an office and client showroom for a custom home construction and remodeling business within a proposed dwelling at 5365 Paris Pike, subject to the following conditions of approval:

Conditions of Approval:

1. This property is subject to all requirements of the *Georgetown – Scott County Zoning Ordinance and Subdivision and Development Regulations*.
2. The Applicant shall comply with all requirements of other federal, state, and local regulatory entities. The Applicant shall provide copies to the Board of Adjustment of all permits issued on behalf of the Applicant as a result of this approval including, but not limited to, business-related certifications, licenses, regulatory permits, and any recertification when required.
3. The Applicant shall obtain a building permit from the Building Inspection Office prior to any construction.
4. The Conditional Use Permit shall become null and void upon the sale or transfer of ownership of the Project Site.
5. The Applicant shall return to the Board prior to any changes in the approved conditions.
6. The home occupation shall not commence until a Certificate of Occupancy has been issued for the dwelling and the Applicant resides on the property.
7. There shall be no outdoor storage of materials or equipment.
8. The Applicant shall provide a minimum of five (5) off-street parking spaces on site in accordance with Section 2.71 of the Zoning Ordinance. No business-related parking shall occur along Paris Pike.
9. Signage shall comply with Section 6.2(1) of the Sign Ordinance and shall be limited to one (1) wall sign not to exceed 5 square feet, unless the Board determines that a wall sign is a hardship, in which case one (1) freestanding pole sign no more than 42 inches tall and 4 square feet in area is permitted. Signage shall not be illuminated, shall be located outside the public right-of-way, and shall require a sign permit prior to installation.
10. Any new driveways or entrances Paris Pike (a state road) will require KYTC Approval.
11. The proposed residence and any other structures shall be located outside of the mapped FEMA floodplain unless otherwise approved by applicable local, state and federal agencies.

APPLICATION TO BOARD OF ADJUSTMENT

230 E. Main Street, Georgetown, KY 40324

Phone (502) 867-3701

Fax (502) 867-3725

FOR OFFICIAL USE ONLY:

APPLICATION NO: _____

DATE FEE RECEIVED: 9-23-26 Credit Card

1. APPLICANT Kyle Murray

MAILING ADDRESS _____

PHONE NO. _____

EMAIL _____

2. TYPE OF REQUEST (Check one or more)

☐ VARIANCE

☒ CONDITIONAL USE PERMIT

☐ HOME OCCUPATION (CUP)

☐ ADMINISTRATIVE REVIEW

3. PROJECT SITE 5365 Paris Pike Rd, Georgetown KY

4. JURISDICTION (Please Circle) Georgetown / Sadieville / Stamping Ground / Scott County

5. EXISTING USE Raw Land

ZONING DISTRICT A1

6. DESCRIPTION OF REQUEST Have a two story house with living on the top floor and a office space down below.

7. SUPPORTING INFORMATION:

VARIANCE (\$150.00) – Attach plans drawn to scale showing the dimensions and shape of the lot or land, the size and location of existing buildings, the location and dimensions of proposed buildings or additions, and any natural or topographic peculiarities of the lot in question. In order for a variance to be granted, the applicant must prove to the Board that the following items are true: (Please attach these comments on a separate sheet)

- A. Special conditions exist peculiar to the lot, land, or building(s) in question.
- B. That a literal interpretation of the zoning ordinance would deprive the applicant of the rights enjoyed by other property owners.
- C. That the special conditions do not result from previous actions of the applicant.
- D. That the requested variance is the minimum variance that will allow a reasonable use of the lot, land, or building(s).

CONDITIONAL USE PERMIT (CUP) (\$150.00) – Attach a plan for the proposed use showing the location of buildings, parking and loading areas, traffic access and circulation drives, open space, landscaping, utilities, signs, yards, and refuse service areas. Also, attach a narrative statement relative to the above requirements and also explain any economic, noise, glare, or odor effects on adjoining property and the general compatibility with other properties in the district.

HOME OCCUPATION (CUP) (\$150.00) – In order for a home occupation conditional use permit to be granted, the applicant must prove to the Board that the following items are true: (Please attach these comments on a separate sheet)

- A. The home occupation must be incidental to the principal residential use of the residence and be limited to 25% of the ground floor area, in no event to exceed 300 square feet.
- B. The home occupation shall result in no exterior evidence, except an unlighted wall sign not to exceed five (5) square feet in area, which may identify the home occupation.
- C. The home occupation shall not generate any atmospheric pollution, light flashes, glare, odor, noise, vibration, truck or other heavy traffic.

ADMINISTRATIVE REVIEW (\$150.00) – Attach a narrative statement describing the action or decision made by the administrative official including an outline of information supporting your claim for which relief is sought.

APPLICANT OR REPRESENTATIVE MUST BE PRESENT AT MEETING FOR THE BOARD TO CONSIDER APPLICATION

I hereby certify that the information contained in this application and supporting attachments is true and correct. I acknowledge that if I withdraw my case, the paid fee will not be returned after legal notice have been submitted. If the applicant is not the owner of the project site, an affidavit will need to be completed.


APPLICANT

9-23-26
DATE



N
↑



N ↑

228.00-047.000

228.00

228.00

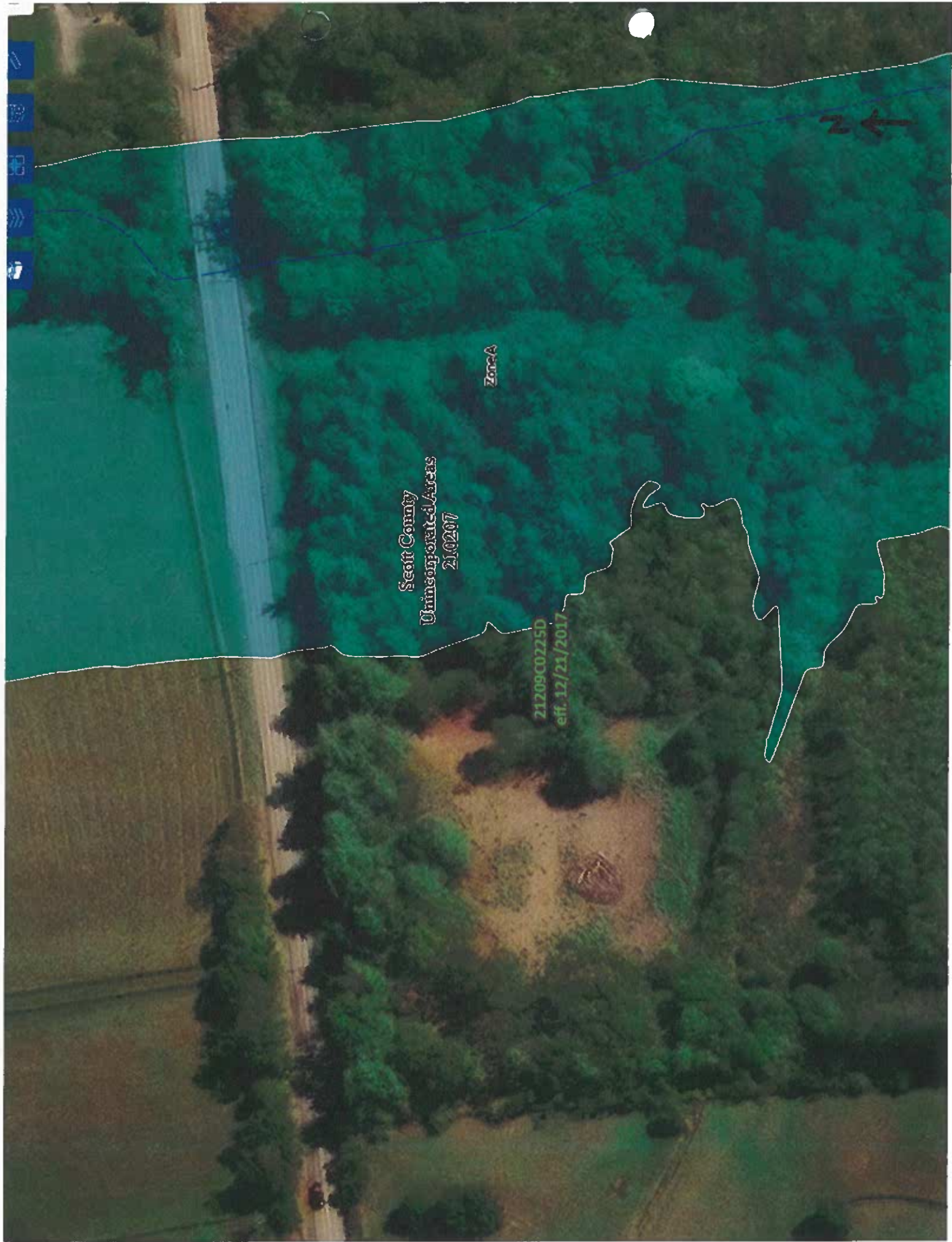
228.00-043.000

PARIS PINE

5333

228.00-044.003

228.00-044.002



Scott County
Unincorporated Areas
210207

Zone A

21209C0225D
eff. 12/21/2017

2 ←

Home Occupation-CUP

1. What is the nature of this business?
 - a. Custom Home/remodel company
2. Describe all the activities that will occur on the property?
 - a. My family will live on the property.
 - b. Our office/ client show room will be on the main floor
3. Is the business currently operating elsewhere?
 - a. Yes, out of our current home.
4. Will the property serve as the primary business location?
 - a. Yes
5. Will the business operate within the dwelling, an accessory structure, or both?
 - a. Within the dwelling
6. How many square feet will be devoted to the business?
 - a. The main floor is 2,400 SQF (60'x40')
7. What is the total square footage of the dwelling and/or accessory structure?
 - a. 4,800 SQF
8. Will any modifications be made to existing buildings?
 - a. No
9. Will any new structures be constructed?
 - a. Yes, see Rendering
10. How many employees will work on site?
 - a. 2-3 (Wife, Project Manager (Part time), Myself)
11. Will customers visit the property?
 - a. Yes
12. If yes, how many customers visits are expected per day or week?
 - a. 1-2 Per month
13. What are the proposed hours of operation?
 - a. 8am-4pm
14. How many business-related vehicles will be stored on site?
 - a. 2
15. What types of vehicles will be stored (Pickup trucks, trailers, dump trucks, Skid Steers, ETC.)
 - a. My pickup & my wife's car
 - b. 1 Open trailer
16. How often will vehicles enter and leave the property?
 - a. Twice per day
17. Will delivery trucks visit the property?
 - a. No
18. What equipment will be stored on-site?
 - a. Open Trailer

19. Will any equipment be repaired or maintained on-site?
 - a. No
20. Will materials be stored outdoors?
 - a. No
21. Will any fuel, chemicals, or hazardous materials be stored on-site?
 - a. No
22. Will any equipment be stored inside or outside of structures?
 - a. No
23. Will the operation generate noise?
 - a. No
24. Will there be outdoor lighting?
 - a. Yes, landscape lighting in flower beds
25. Will there be dust, odors, vibration, or glare?
 - a. No
26. Is any signage proposed?
 - a. Driveway Sign (Rendering)
27. Will there be any exterior evidence of the business?
 - a. Just sign by driveway
28. Will products, materials, vehicles, or equipment be visible from the road?
 - a. No
29. Is the use intended to be permanent or temporary?
 - a. Permanent
30. Are any state, federal, or local permits required?
 - a. Local Building Permits
31. Has the applicant obtained or applied for those permits?
 - a. Yes
32. Are there any previous approvals associated with the business?
 - a. The garage has been approved





Outlook

Re: Plot Drawing

From Kyle Murray [REDACTED]

Date Thu 10/22/2026 1:01 PM

To Toshi Tusam [REDACTED]

Yes I can resend it.

The sign will be a

Round metal sign

2- Wood Timbers holding the sign

A small 2-3' tall retaining wall around the sign with flowers

There should be a imagine attachment in the plans that show the sign

Thank you,
Kyle Murray
Unique Contracting and Landscaping
[REDACTED]



On Oct 22, 2026, at 12:57 PM, Toshi Tusam <[REDACTED]> wrote:

Hi Mr. Murray,

Thanks for sending this over. However, it's too small to view and not clearly visible.

Could you send me another map for clarity.

Additionally, please also send over more details for the proposed sign as that may require additional review by the staff,

OID	MapNumber	Name1	Name2	MailAddress	CityStateZ	Complete_A
0	228-00-040.000	MCEWAN CHANDLER S & SHARON S		5315 PARIS PIKE	GEORGETOWN KY 40324	5315 PARIS PIKE
1	228-00-043.000	LOCKWOOD-PARTY MILLER FAMILY HOLDINGS LL		5326 PARIS PIKE	GEORGETOWN KY 40324-9615	5326 PARIS PIKE
2	228-00-053.000	BASSETT ALAN & AMANDA CHRISTINE		5445 PARIS PIKE	GEORGETOWN KY 40324-9775	5445 PARIS PIKE
3	228-00-050.000	MAY ETHAN RICHARD & HANNAH		5443 PARIS PIKE	GEORGETOWN KY 40324-9775	5443 PARIS PIKE
4	228-00-051.000	MAY ETHAN RICHARD & HANNAH		5443 PARIS PIKE	GEORGETOWN KY 40324-9775	PARIS PIKE
5	228-00-044.003	UNIQUE CONTRACTING & LANDSCAPING LLC		555 MORGANVIEW RD	WELLINGTON KY 40387-8524	5365 PARIS PIKE
6	228-00-044.002	WHITNEY RUSSELL T & MARY PATRICIA		2007 NEWTOWN PIKE	GEORGETOWN KY 40324	NEWTOWN PIKE

CONDITIONAL USE PERMIT APPLICATION
173 Hess Branch Road
Staff Report to the Scott County Board of Adjustment
November 5, 2026

FILE NUMBER: S-2026-37

PROPOSAL: Conditional Use Permit for a secondary residence for a family member

LOCATION: 173 Hess Branch Road

PARCEL ID: 031-00-028.000

APPLICANT: John Harrod

CONSULTANT: N/A

STATISTICS:

Zone: A-1 (Agricultural)
Surrounding Zone (s): A-1 (Agricultural)
Site Acreage: 19.97 acres
Access (Directly): Hess Branch Road
Access (Nearest Arterial): US-32/ Long Lick Pike
Context: Approximately 0.25 miles south of the intersection of Hess Branch Road and Suterville Road



BACKGROUND:

John Harrod ("Applicant") is requesting approval of a Conditional Use Permit to construct a secondary single-family residence for a family member on the property located at 173 Hess Branch Road ("Project Site") with the Parcel ID: 031-00-028.000.

The Project Site consists of 19.97 acres and is zoned A-1 (Agricultural). The property is currently developed with an existing single-family residence. A portion of the site along the Hess Branch Road falls under the FEMA floodplain zone. The existing structure and the proposed secondary dwelling are located outside this area.

There are no previous Board of Adjustment records for the subject property.

APPLICATION REQUEST:

The Project Site is currently developed with a primary residence measuring approximately 12 feet by 60 feet and complies with the required 50-foot setbacks of the A-1 zoning district. The Applicant proposes to construct an approximately 16 feet by 80 feet secondary single-family residence for use by an immediate family member. The proposed residence will provide separate living space while allowing the family members to remain near the primary residence. According to the Applicant, the secondary residence will not be used for commercial or rental purposes.

No new driveway is proposed; the secondary residence will be served by the existing driveway from Hess Branch Road. The proposed residence will be located at least 50 feet from all property lines and more than 100 feet from the existing primary residence.

The Project Site falls outside the Georgetown Municipal Water and Sewer Service (GMWSS) sanitary sewer service area. The Applicant is working with the WEDCO District Health Department to permit an on-site septic system for the proposed residence. Any additional utility improvements will be subject to review and approval by the applicable agencies.

ISSUES & ANALYSIS:

Section 4.12(L) of the Georgetown–Scott County Zoning Ordinance permits secondary single-family residences for family members or farm workers as a conditional use within the A-1 zoning district.

Per the Schedule of Area and Dimension Regulations, the A-1 zoning district allows one (1) dwelling unit per five (5) acres. With a total area of 19.97 acres, the subject property meets the density requirement to support both the existing primary residence and the proposed secondary dwelling.

The Applicant indicates that the proposed structure will comply with the minimum setback requirement of 50 feet from all property lines and will be located at least 100 feet from the existing primary residence. These separation requirements are recommended as conditions of approval.

Because the property lies outside the GMWSS sewer service area, the proposed residence will rely on an on-site septic system, which requires approval from the WEDCO District Health Department. Additionally, a portion of the site along Hess Branch Road lies within the FEMA floodplain; the proposed residence and septic system should be located outside the floodplain and are recommended as conditions of approval.

Based on the information provided, the request is consistent with the intent of the A-1 zoning district. Approval of this request is not anticipated to adversely affect public health, safety, or welfare, alter the character of the surrounding area, create a hazard or nuisance, or result in an unreasonable circumvention of the zoning regulations.

FINDINGS:

1. The Project Site is a 19.97-acre parcel zoned A-1 (Agricultural).
2. Section 4.12(L) permits secondary residences for family members or farm workers as a conditional use in the A-1 district.
3. The A-1 zone permits one dwelling per five acres; the subject property meets this density requirement.
4. The Applicant has committed to locating the secondary residence at least 50 feet from all property lines and at least 100 feet from the existing primary residence.
5. No new driveway access is proposed; the secondary residence will use the existing driveway from Hess Branch Road.

6. The Project Site is outside the GMWSS sewer service area, and the Applicant is coordinating with the WEDCO District Health Department for an on-site septic system.
7. A portion of the Project Site along Hess Branch Road lies within the FEMA floodplain.
8. Approval of the Conditional Use Permit is not anticipated to adversely impact public health, safety, or welfare or alter the character of the general vicinity.

RECOMMENDATIONS:

Staff recommends **APPROVAL** of the Conditional Use Permit for a secondary residence for a family member at 173 Hess Branch Road. Should the Board approve the application, staff recommends including the following conditions of approval:

Conditions of Approval:

1. This property is subject to all requirements of *the Georgetown – Scott County Zoning Ordinance and Subdivision and Development Regulations*.
2. The Applicant shall comply with all requirements of other federal, state, and local regulatory entities and shall provide copies to the Board of Adjustment of all permits issued on behalf of the Applicant as a result of this approval including, but not limited to, business-related certifications, licenses, regulatory permits, and any recertification when required.
3. The Conditional Use Permit shall become null and void upon the sale or transfer of ownership of the Project Site.
4. The Applicant shall return to the Board prior to any changes in the approved conditions.
5. The Applicant shall acquire an address for the dwelling, free of cost, from the GSCPC GIS Department.
6. The Applicant shall build the secondary residence at least 50 feet from all property lines.
7. The Applicant shall build the secondary residence at least 100 feet from the primary residence to eliminate the need for a Variance should the property be subdivided in the future.
8. The proposed residence and any other structures shall be located outside of the mapped FEMA floodplain unless otherwise approved by applicable local, state and federal agencies.

APPLICATION TO BOARD OF ADJUSTMENT

230 E. Main Street, Georgetown, KY 40324

Phone (502) 867-3701

Fax (502) 867-3725

RECEIVED

Oct. 7 2026

FOR OFFICIAL USE ONLY:

APPLICATION NO: _____

DATE FEE RECEIVED: 10-7-26

PLANNING COMMISSION

1. APPLICANT Johal HARROD

MAILING ADDRESS _____

PHONE NO. _____

EMAIL _____

2. TYPE OF REQUEST (Check one or more)

☐ VARIANCE

☒ CONDITIONAL USE PERMIT

☐ HOME OCCUPATION (CUP)

☐ ADMINISTRATIVE REVIEW

3. PROJECT SITE 173 HESS BLANCH

4. JURISDICTION (Please Circle) Georgetown / Sadieville / Stamping Ground / Scott County

5. EXISTING USE _____

ZONING DISTRICT A-1

6. DESCRIPTION OF REQUEST Secondary Residence

7. SUPPORTING INFORMATION:

VARIANCE (\$150.00) – Attach plans drawn to scale showing the dimensions and shape of the lot or land, the size and location of existing buildings, the location and dimensions of proposed buildings or additions, and any natural or topographic peculiarities of the lot in question. In order for a variance to be granted, the applicant must prove to the Board that the following items are true: (Please attach these comments on a separate sheet)

- A. Special conditions exist peculiar to the lot, land, or building(s) in question.
- B. That a literal interpretation of the zoning ordinance would deprive the applicant of the rights enjoyed by other property owners.
- C. That the special conditions do not result from previous actions of the applicant.
- D. That the requested variance is the minimum variance that will allow a reasonable use of the lot, land, or building(s).

CONDITIONAL USE PERMIT (CUP) (\$150.00) – Attach a plan for the proposed use showing the location of buildings, parking and loading areas, traffic access and circulation drives, open space, landscaping, utilities, signs, yards, and refuse service areas. Also, attach a narrative statement relative to the above requirements and also explain any economic, noise, glare, or odor effects on adjoining property and the general compatibility with other properties in the district.

HOME OCCUPATION (CUP) (\$150.00) – In order for a home occupation conditional use permit to be granted, the applicant must prove to the Board that the following items are true: (Please attach these comments on a separate sheet)

- A. The home occupation must be incidental to the principal residential use of the residence and be limited to 25% of the ground floor area, in no event to exceed 300 square feet.
- B. The home occupation shall result in no exterior evidence, except an unlighted wall sign not to exceed five (5) square feet in area, which may identify the home occupation.
- C. The home occupation shall not generate any atmospheric pollution, light flashes, glare, odor, noise, vibration, truck or other heavy traffic.

ADMINISTRATIVE REVIEW (\$150.00) – Attach a narrative statement describing the action or decision made by the administrative official including an outline of information supporting your claim for which relief is sought.

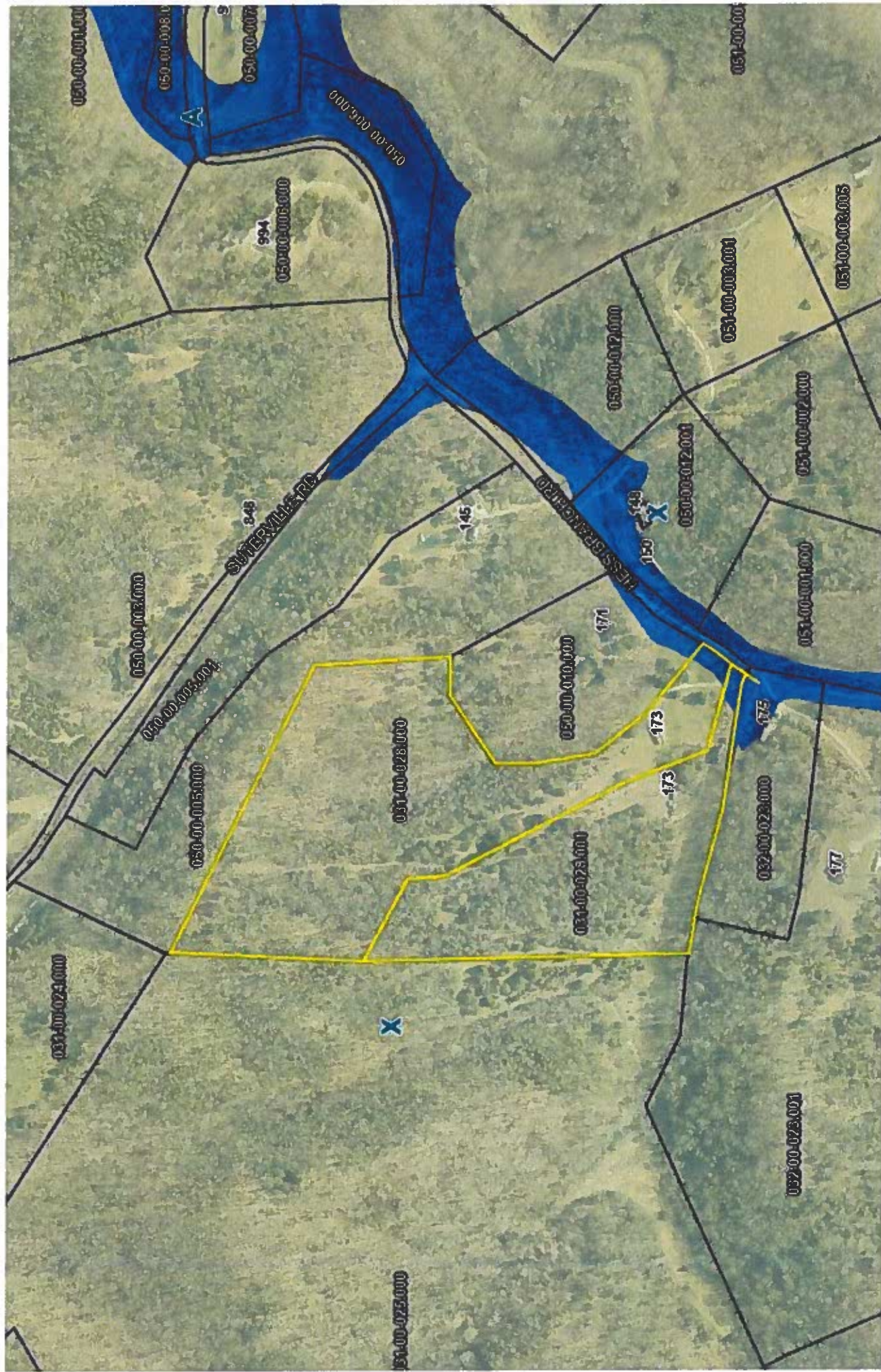
APPLICANT OR REPRESENTATIVE MUST BE PRESENT AT MEETING FOR THE BOARD TO CONSIDER APPLICATION

I hereby certify that the information contained in this application and supporting attachments is true and correct. I acknowledge that if I withdraw my case, the paid fee will not be returned after legal notice have been submitted. If the applicant is not the owner of the project site, an affidavit will need to be completed.

APPLICANT [Signature]

DATE 10-7-26







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 OR ORIGINATOR'S MAPS
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 IT WAS CREATED.
 GIS/SCPCS aerial photography provided from Earthstar Technologies, Inc. and Potomac
 International Corp. 1999-2000. All rights reserved. All other rights reserved.
 Acquisition Date: March-April 2001.
 * Mapping outputs in digital or hard copy form in accordance with the adopted fee schedule and
 standards set out in the Geographic Information System.

- Site
- Notified Parcels
- Parcels



OID	MapNumber	Name1	Name2	MailAddress	CityStateZ	Complete_A
0	031-00-025.000	SMITH HEATHER LYNN & RONALD & TINA SHARP		661 PLUMMER RD	STAMPING GRD KY 40379-9663	665 PLUMMER RD
1	050-00-010.000	HACKNEY CORY & AIMEE		171 HESS BRANCH RD	STAMPING GRD KY 40379-9617	171 HESS BRANCH RD
2	031-00-028.000	COLLINS REBECCA (BECKY)		173 HESS BRANCH RD	STAMPING GROUND KY 40379	173 HESS BRANCH RD
3	031-00-024.000	MILLER MICHAEL		785 SUTERVILLE RD	STAMPING GROUND KY 40379	785 SUTERVILLE RD
4	050-00-005.000	LEACH CHESTER C III & MICHELLE		145 HESS BRANCH RD	STAMPING GROUND KY 40379-9617	145 HESS BRANCH RD
5	051-00-001.000	CUNIGAN JEREMIAH		163 TRAIL CREEK LN	SAVANNAH GA 31405	HESS BRANCH RD
6	031-00-028.001	MESZAROS CHRISTOPHER JORDAN & ANDREW C		173 1/2 HESS BRANCH RD	STAMPING GROUND KY 40379-9617	173.5 HESS BRANCH RD

CONDITIONAL USE PERMIT APPLICATION
604 Stonetown ROAD
Staff Report to the Scott County Board of Adjustment
November 5, 2026

FILE NUMBER: S-2026-38

PROPOSAL: Conditional Use Permit for a secondary residence for a family member

LOCATION: 604 Stonetown Road

PARCEL ID: 056-00-002.000

APPLICANT: Jackie Willoughby

CONSULTANT: N/A



STATISTICS:

Zone: A-1 (Agricultural)

Surrounding Zone (s): A-1 (Agricultural)

Site Acreage: 52.40 acres

Access (Directly): Stonetown Road

Access (Nearest Arterial): Stamping Ground Road [KY-227]

Context: Approximately 3500 feet from the intersection of Stonetown Road and Graves Road

BACKGROUND:

Jackie Willoughby ("Applicant") is requesting approval of a Conditional Use Permit to construct a secondary single-family residence for a family member on the property located at 604 Stonetown Road ("Project Site") with the Parcel ID: 056-00-002.000.

The Project Site consists of 52.40 acres and is zoned A-1 (Agricultural). The property is currently developed with two existing single-family residences and an accessory barn structure. Therefore, the proposed structure would be the third residence on the property.

The property is identified as Parcel 4-B on plat cabinet 13 page 391, recorded in September 2024 as part of a minor consolidation plat.

In August 2021, the Scott-County Board of Adjustment approved the Conditional Use Permit (CUP) for a secondary residence on the subject property. (Case No. S-2021-25)

APPLICATION REQUEST:

The Project Site is currently developed with two primary residences measuring approximately 1800 square feet and 4180 square feet, which complies with the required 50-foot setbacks of the A-1 zoning district. The Applicant proposes to construct an approximately 56 feet by 90 feet (5040-square foot) single-family residence for use by an immediate family member which would be the third residence on the lot. The proposed residence will provide separate living space while allowing the family members to remain near the primary residence. According to the Applicant, the residence will not be used for commercial or rental purposes.

The proposed residence will be served by the existing driveway from Stonetown Road, will be located at least 50 feet from all property lines and at least 100 feet from the existing primary residence.

The Applicant has also received approval from WEDCO District Health Department regarding a separate on-site septic system for the proposed third dwelling which will be situated at the western rear end of the lot as per the site evaluation.

ISSUES & ANALYSIS:

Section 4.12(L) of the Georgetown–Scott County Zoning Ordinance permits secondary single-family residences for family members or farm workers as a conditional use within the A-1 zoning district. Per the Schedule of Area and Dimension Regulations, the A-1 zoning district allows one (1) dwelling unit per five (5) acres. With a total area of 52.40 acres, the subject property meets the density requirement to support both the existing and the proposed residences.

The Applicant indicates that the proposed structure will comply with the minimum setback requirement of 50 feet from all property lines and will be located at least 100 feet from the existing primary residence. These separation requirements are recommended as conditions of approval.

Based on the information provided, the request is consistent with the intent of the A-1 zoning district. Approval of this request is not anticipated to adversely affect public health, safety, or welfare, alter the character of the surrounding area, create a hazard or nuisance, or result in an unreasonable circumvention of the zoning regulations.

FINDINGS:

1. The Project Site is a 52.40-acre parcel zoned A-1 (Agricultural).
2. Section 4.12(L) permits secondary residences for family members or farm workers as a conditional use in the A-1 district.
3. The A-1 zone permits one dwelling per five acres; the subject property meets this density requirement.
4. The Applicant has committed to locating the secondary residence at least 50 feet from all property lines and at least 100 feet from the existing primary residence.
5. Approval of the Conditional Use Permit is not anticipated to adversely impact public health, safety, or welfare or alter the character of the general vicinity.

RECOMMENDATIONS:

Staff recommends **APPROVAL** of the Conditional Use Permit for a secondary residence for a family member at 604 Stonetown Road. Should the Board approve the application, staff recommends including the following conditions of approval:

Conditions of Approval:

1. This property is subject to all requirements of *the Georgetown – Scott County Zoning Ordinance and Subdivision and Development Regulations*.

2. The Applicant shall comply with all requirements of other federal, state, and local regulatory entities and shall provide copies to the Board of Adjustment of all permits issued on behalf of the Applicant as a result of this approval including, but not limited to, business-related certifications, licenses, regulatory permits, and any recertification when required.
3. The Conditional Use Permit shall become null and void upon the sale or transfer of ownership of the Project Site.
4. The Applicant shall return to the Board prior to any changes in the approved conditions.
5. The Applicant shall acquire an address for the dwelling, free of cost, from the GSCPC GIS Department.
6. The Applicant shall build the secondary residence at least 50 feet from all property lines.
7. The Applicant shall build the secondary residence at least 100 feet from the primary residence to eliminate the need for a Variance should the property be subdivided in the future.

APPLICATION TO BOARD OF ADJUSTMENT

230 E. Main Street, Georgetown, KY 40324

Phone (502) 867-3701

Fax (502) 867-3725

FOR OFFICIAL USE ONLY:

APPLICATION NO: _____

DATE FEE RECEIVED: 10/14/26 plcc

1. APPLICANT Josie Wilkerson Jr.

MAILING ADDRESS _____

PHONE NO: _____

EMAIL _____

2. TYPE OF REQUEST (Check one or more)

☐ VARIANCE

☐ CONDITIONAL USE PERMIT

☐ HOME OCCUPATION (CUP)

☐ ADMINISTRATIVE REVIEW

3. PROJECT SITE Next door to 600 S. Adams Rd

4. JURISDICTION (Please Circle) Georgetown / Sadieville / Stamping Ground / Scott County

5. EXISTING USE Residential

ZONING DISTRICT _____

6. DESCRIPTION OF REQUEST 3rd Residence

7. SUPPORTING INFORMATION:

VARIANCE (\$150.00) – Attach plans drawn to scale showing the dimensions and shape of the lot or land, the size and location of existing buildings, the location and dimensions of proposed buildings or additions, and any natural or topographic peculiarities of the lot in question. In order for a variance to be granted, the applicant must prove to the Board that the following items are true: (Please attach these comments on a separate sheet)

- A. Special conditions exist peculiar to the lot, land, or building(s) in question.
- B. That a literal interpretation of the zoning ordinance would deprive the applicant of the rights enjoyed by other property owners.
- C. That the special conditions do not result from previous actions of the applicant.
- D. That the requested variance is the minimum variance that will allow a reasonable use of the lot, land, or building(s).

CONDITIONAL USE PERMIT (CUP) (\$150.00) – Attach a plan for the proposed use showing the location of buildings, parking and loading areas, traffic access and circulation drives, open space, landscaping, utilities, signs, yards, and refuse service areas. Also, attach a narrative statement relative to the above requirements and also explain any economic, noise, glare, or odor effects on adjoining property and the general compatibility with other properties in the district.

HOME OCCUPATION (CUP) (\$150.00) – In order for a home occupation conditional use permit to be granted, the applicant must prove to the Board that the following items are true: (Please attach these comments on a separate sheet)

- A. The home occupation must be incidental to the principal residential use of the residence and be limited to 25% of the ground floor area, in no event to exceed 300 square feet.
- B. The home occupation shall result in no exterior evidence, except an unlighted wall sign not to exceed five (5) square feet in area, which may identify the home occupation.
- C. The home occupation shall not generate any atmospheric pollution, light flashes, glare, odor, noise, vibration, truck or other heavy traffic.

ADMINISTRATIVE REVIEW (\$150.00) – Attach a narrative statement describing the action or decision made by the administrative official including an outline of information supporting your claim for which relief is sought.

APPLICANT OR REPRESENTATIVE MUST BE PRESENT AT MEETING FOR THE BOARD TO CONSIDER APPLICATION

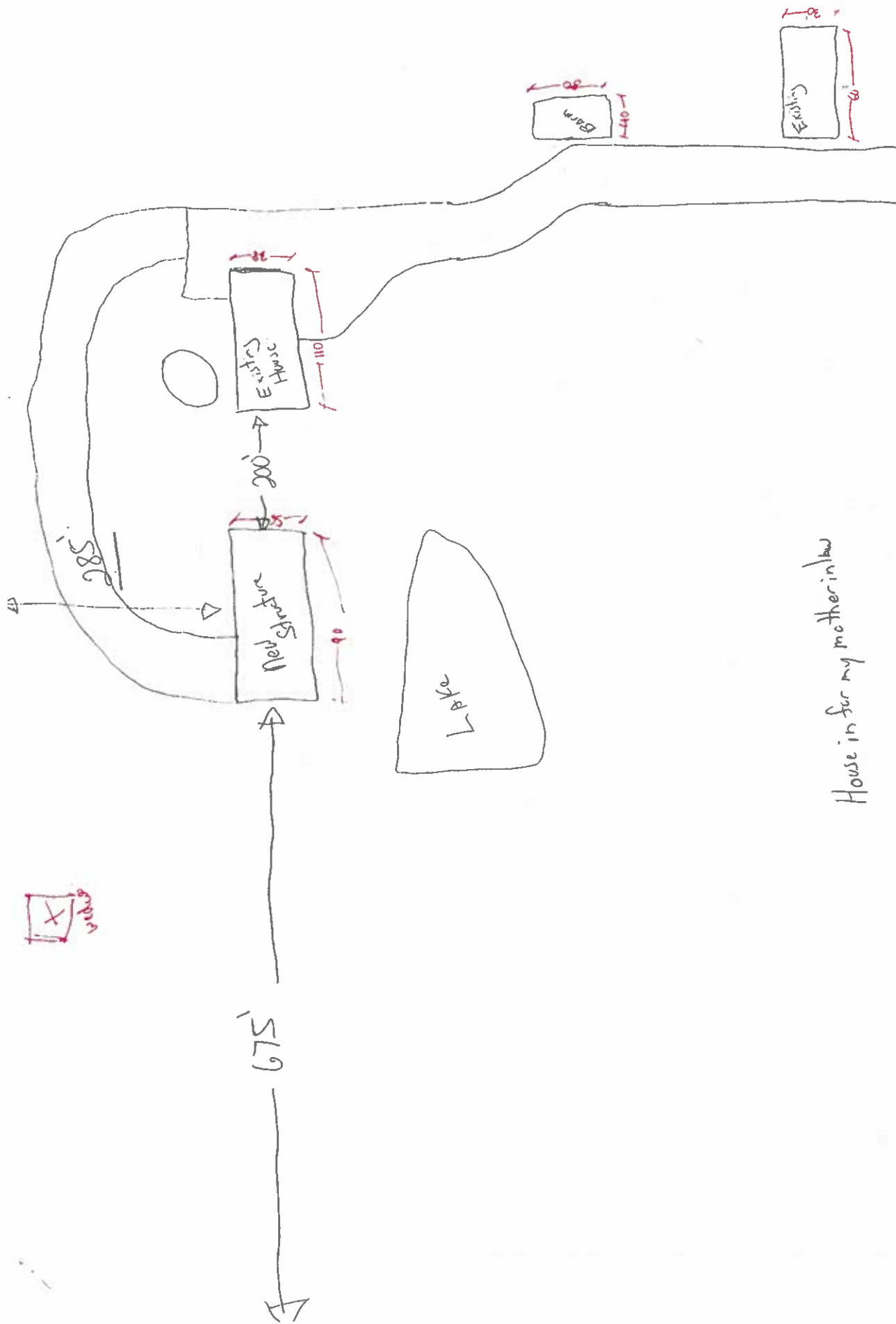
I hereby certify that the information contained in this application and supporting attachments is true and correct. I acknowledge that if I withdraw my case, the paid fee will not be returned after legal notice have been submitted. If the applicant is not the owner of the project site, an affidavit will need to be completed.

APPLICANT

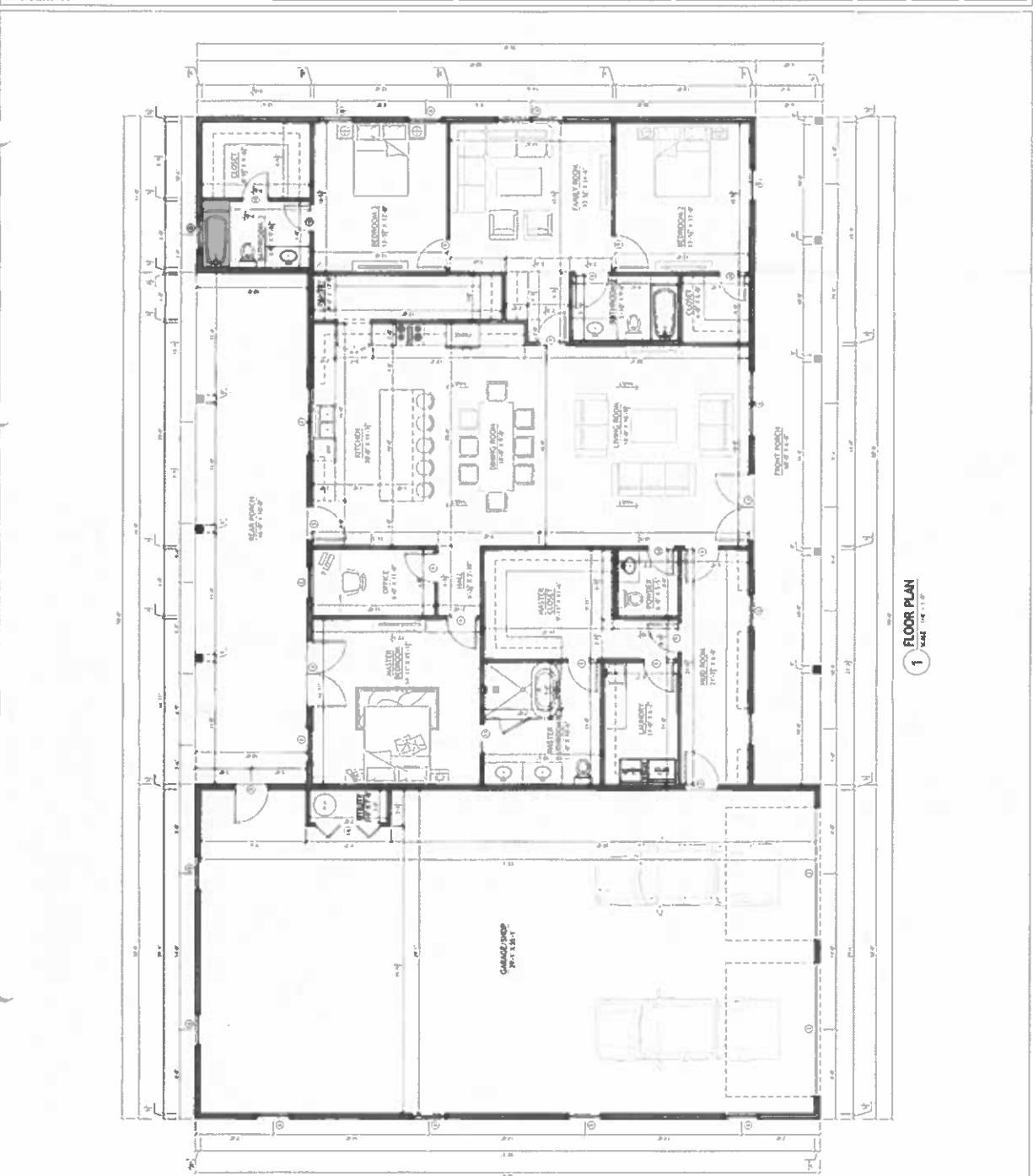
DATE

10-14-26





House in for my mother in law



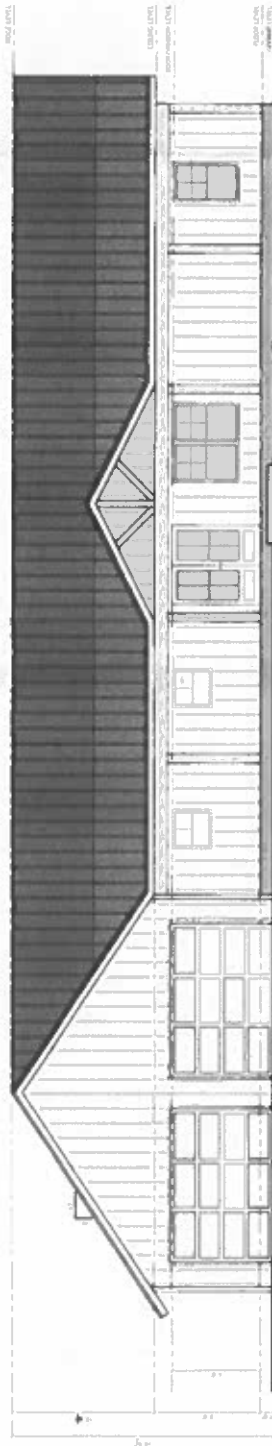
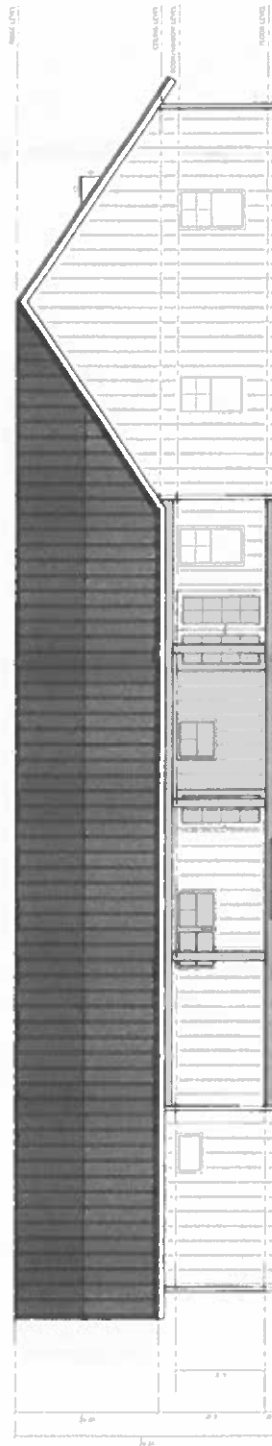
Section 507(c)

1. In the construction industry, it is often noted that the localities of the construction industry do not need to be specialized. Contrary to this, many states and localities have specialized in construction. What are the reasons for this? Do you think that specialization in construction is a good thing? Why or why not?
2. The construction industry is often criticized for its lack of innovation. What are the reasons for this? Do you think that the construction industry is innovative? Why or why not?
3. The construction industry is often criticized for its lack of safety. What are the reasons for this? Do you think that the construction industry is safe? Why or why not?
4. The construction industry is often criticized for its lack of quality. What are the reasons for this? Do you think that the construction industry is of high quality? Why or why not?
5. The construction industry is often criticized for its lack of sustainability. What are the reasons for this? Do you think that the construction industry is sustainable? Why or why not?
6. The construction industry is often criticized for its lack of social responsibility. What are the reasons for this? Do you think that the construction industry is socially responsible? Why or why not?
7. The construction industry is often criticized for its lack of transparency. What are the reasons for this? Do you think that the construction industry is transparent? Why or why not?
8. The construction industry is often criticized for its lack of accountability. What are the reasons for this? Do you think that the construction industry is accountable? Why or why not?
9. The construction industry is often criticized for its lack of integrity. What are the reasons for this? Do you think that the construction industry is of high integrity? Why or why not?
10. The construction industry is often criticized for its lack of honesty. What are the reasons for this? Do you think that the construction industry is honest? Why or why not?

[illegible]

WEEKEND SCHEDULE				
	subject	class	day	location
1	math	9 th	1	central math lab
2	math	10 th	1	central math lab
3	math	11 th	1	central math lab
4	math	12 th	1	central math lab

AREA CALCULATION	
USING AREA	2340 SF
CANOPY PROJP.	1650 SF
FRONT PORCH	300 SF
REAR PORCH	480 SF
TOTAL FLOOR AREA	4800 SF

[illegible][illegible]

CLIENT:

MCDONALD'S

FRONT AND REAR ELEVATION

Barndominium Life
Creating the Barndominium
 AWW HQS PROVIDED BY

DATE: MAY 5, 26

SCALE:
1/4" = 1'-0"

SHEET NO.

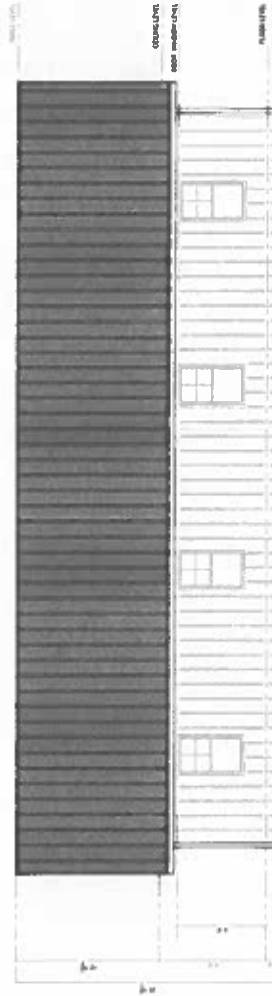
A3

OUTSIDE ELEVATION NOTES:

1. Construction to comply with all applicable codes (IRC, IBC, etc.) and local requirements.
2. The construction shall be in accordance with the code and local requirements.
3. All materials shall be of good quality and shall be installed in accordance with the code and local requirements.
4. All work shall be completed in accordance with the code and local requirements.
5. All work shall be completed in accordance with the code and local requirements.
6. All work shall be completed in accordance with the code and local requirements.



1 RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



2 LEFT ELEVATION
SCALE: 1/4" = 1'-0"

REVISION	DATE	BY	DESCRIPTION

CLIENT: [REDACTED]
ADDRESS: [REDACTED]

TITLE: RIGHT AND LEFT ELEVATION

BARDOMINIUM Life
DRAWINGS PROVIDED BY

DATE: MAY 5, 26
SCALE: 1/4" = 1'-0"
SHEET NO: A4



OID	MapNumber	Name1	Name2	MailAddress	CityStateZ	Complete_A
0	056-00-001.000	446 FARMS LLC		351 RUN HILL RD	BREWSTER MA 02631-2392	446 STONETOWN RD
1	056-00-002.000	WILLOUGHBY JACKIE A & RACHEL J		604 STONETOWN RD	STAMPING GROUND KY 40379-9736	604 STONETOWN RD
2	056-00-003.000	BARBER BARBARA JO IRREVOC TRUST		586 STONETOWN RD	STAMPING GRD KY 40379-9736	586 STONETOWN RD
3	056-00-005.000	CLARK CHAD MICHAEL		613 STONETOWN RD	STAMPING GROUND KY 40379-9736	613 STONETOWN RD
4	056-00-006.000	JONES ALISON M & JUSTIN M		627 STONETOWN RD	STAMPING GROUND KY 40379-9736	627 STONETOWN RD
5	056-00-007.000	HELTON BRADLEY COLE & EMILY A		658 STONETOWN RD	STAMPING GRD KY 40379-9736	658 STONETOWN RD
6	056-00-014.000	LYONS JAMES A & DEBORAH K		705 DUVALL STATION RD	GEORGETOWN KY 40324-9139	STONETOWN RD
7	055-00-027.004	TURNER OLLIE J & GENEVA		668 STONETOWN RD	STAMPING GROUND KY 40379-9736	STONETOWN RD
8	055-00-027.000	TURNER OLLIE J & GENEVA		668 STONETOWN RD	STAMPING GROUND KY 40379-9736	STONETOWN RD
9	055-00-027.002	TURNER OLLIE J & GENEVA		668 STONETOWN RD	STAMPING GROUND KY 40379-9736	STONETOWN RD
10	056-00-010.001	WISE HOLDINGS LLC		1027 MARSHALL PARK DR	GEORGETOWN KY 40324-2095	559 STONETOWN RD
11	056-00-002.003	LEE ALEC & ASHLEY		101 BERKLEY LN	FRANKFORT KY 40601-8788	574 STONETOWN RD

CONDITIONAL USE PERMIT APPLICATION
5301 Bethel Road
Staff Report to the Scott County Board of Adjustment
November 5, 2026

FILE NUMBER: S-2026-39

PROPOSAL: Conditional Use Permit for a secondary residence for a family member

LOCATION: 5301 Bethel Road

PARCEL ID: 117-00-009.000

APPLICANT: Vicki and Tobin Thomas

CONSULTANT: N/A

STATISTICS:

Zone: A-1 (Agricultural)

Surrounding Zone (s): A-1 (Agricultural)

Site Acreage: 20.85 acres

Access (Directly): Bethel Road

Access (Nearest Arterial): Paynes Depot Road
[US-62]

Context: Approximately 1 mile from
the intersection of Bethel
Road and Paynes Depot
Road [US-62]



BACKGROUND:

Vicki and Thomas Tobin ("Applicants and Property Owners") are requesting approval of a Conditional Use Permit to construct a secondary single-family residence for a family member on the property located at 5301 Bethel Road ("Project Site") with the Parcel ID: 117-00-009.000.

The Project Site consists of 20.85 acres and is zoned A-1 (Agricultural). The property is currently developed with four (4) existing single-family residences, all of which comply with the required 50-foot setbacks of the A-1 zoning district.

The property is identified as Tract 1 and 2 as in deed book 61 page 136, recorded in February, 1997. The recorded plat shows 2 residences and 2 barn structures.

The property has received two prior approvals from the board of adjustment under a previous ownership which was transferred to the current property owners in 2004.

In August 1991, the Board of Adjustment approved Conditional Use Permit C-88-91, to operate a bed and breakfast on the property within the existing residences. No new construction was proposed with that request.

In March 1997, the Board of Adjustment approved the Variance request S-06-97, to reduce the western side yard setback from the required 50 feet to 6 feet to build an equipment shed. The shed still exists on the property currently.

APPLICATION REQUEST:

The Project Site is currently developed with four (4) existing single-family residences. The Applicants reside in the primary residence. The Applicants propose to demolish one of the existing and construct an approximately 2400-square-foot single-family, one storey residence on the footprint of the existing structure. According to the Applicants, the new residence is intended as a smaller, single-level retirement home that will allow the Applicant to age in place on the property. The new residence will be smaller than the primary residence and subordinate to it. The total number of dwelling units on the Project Site would not increase. According to the Applicants, the new residence will not be used for commercial or rental purposes.

No new driveway is proposed; the new residence will be served by the existing driveway access from Bethel Road and will use the existing utility connections. The new residence will comply with the 50-foot setbacks from all the property lines and 100 feet from other residences on the property.

ISSUES & ANALYSIS:

Section 4.12(L) of the Georgetown–Scott County Zoning Ordinance permits secondary single-family residences for family members or farm workers as a conditional use within the A-1 zoning district.

Per the Schedule of Area and Dimension Regulations, the A-1 zoning district allows one (1) dwelling unit per five (5) acres. With a total area of 20.85 acres, the subject property may support a maximum of four (4) dwelling units. Because the proposal replaces an existing residence rather than adding a new one, the property will remain at four dwelling units and will continue to meet the density requirement. No additional dwelling units could be permitted on the Project Site without additional acreage.

The Applicants indicate that the proposed structure will comply with the minimum setback requirement of 50 feet from all property lines. To ensure the density limit is maintained, staff recommends that the existing westernmost residence be demolished prior to the issuance of a Certificate of Occupancy for the new residence and staff recommends adding this as a condition of approval.

Based on the information provided, the request is consistent with the intent of the A-1 zoning district. Approval of this request is not anticipated to adversely affect public health, safety, or welfare, alter the character of the surrounding area, create a hazard or nuisance, or result in an unreasonable circumvention of the zoning regulations.

FINDINGS:

1. The Project Site is a 20.85-acre parcel zoned A-1 (Agricultural).
2. Section 4.12(L) permits secondary residences for family members or farm workers as a conditional use in the A-1 district.

3. The A-1 zone permits one dwelling per five acres, allowing a maximum of four dwelling units on the subject property.
4. The property contains four pre-existing single-family residences, all of which comply with the 50-foot setback requirement.
5. The proposal replaces the westernmost existing residence with a new residence; the total number of dwelling units will remain at four, which meets the density requirement.
6. No new driveway access is proposed.
7. Approval of the Conditional Use Permit is not anticipated to adversely impact public health, safety, or welfare or alter the character of the general vicinity.

RECOMMENDATIONS:

Staff recommends **APPROVAL** of the Conditional Use Permit for a secondary residence for a family member at 5301 Bethel Road. Should the Board approve the application, staff recommends including the following conditions of approval:

Conditions of Approval:

1. This property is subject to all requirements of *the Georgetown - Scott County Zoning Ordinance and Subdivision and Development Regulations*.
2. The Applicant shall comply with all requirements of other federal, state, and local regulatory entities and shall provide copies to the Board of Adjustment of all permits issued on behalf of the Applicant as a result of this approval including, but not limited to, business-related certifications, licenses, regulatory permits, and any recertification when required.
3. The Conditional Use Permit shall become null and void upon the sale or transfer of ownership of the Project Site.
4. The Applicant shall return to the Board prior to any changes in the approved conditions.
5. The Applicant shall acquire an address for the dwelling, free of cost, from the GSCPC GIS Department.
6. The Applicant shall build the secondary residence at least 50 feet from all property lines.
7. The Applicant shall build the secondary residence at least 100 feet from the primary residence to eliminate the need for a Variance should the property be subdivided in the future.
8. The existing westernmost residence shall be demolished prior to the issuance of a Certificate of Occupancy for the new residence.

APPLICATION TO BOARD OF ADJUSTMENT

230 E. Main Street, Georgetown, KY 40324

Phone (502) 867-3701

Fax (502) 867-3725

FOR OFFICIAL USE ONLY:

APPLICATION NO: _____ DATE FEE RECEIVED: 10-15-26 Paid Cash

1. APPLICANT Vicki & Thomas Tobin

MAILING ADDRESS _____

PHONE NO. _____

EMAIL _____

2. TYPE OF REQUEST (Check one or more) ☒ VARIANCE N/A ☐ CONDITIONAL USE PERMIT
☐ HOME OCCUPATION (CUP) ☐ ADMINISTRATIVE REVIEW

3. PROJECT SITE 5271 Bethel Rd / B 5301 Bethel Rd. T.T.

4. JURISDICTION (Please Circle) Georgetown / Sadieville / Stamping Ground / Scott County

5. EXISTING USE Tenant Housing ZONING DISTRICT A-1

6. DESCRIPTION OF REQUEST Demo & rebuild / Tenant Housing

7. SUPPORTING INFORMATION:

VARIANCE (\$150.00) – Attach plans drawn to scale showing the dimensions and shape of the lot or land, the size and location of existing buildings, the location and dimensions of proposed buildings or additions, and any natural or topographic peculiarities of the lot in question. In order for a variance to be granted, the applicant must prove to the Board that the following items are true: (Please attach these comments on a separate sheet)

- A. Special conditions exist peculiar to the lot, land, or building(s) in question.
- B. That a literal interpretation of the zoning ordinance would deprive the applicant of the rights enjoyed by other property owners.
- C. That the special conditions do not result from previous actions of the applicant.
- D. That the requested variance is the minimum variance that will allow a reasonable use of the lot, land, or building(s).

CONDITIONAL USE PERMIT (CUP) (\$150.00) – Attach a plan for the proposed use showing the location of buildings, parking and loading areas, traffic access and circulation drives, open space, landscaping, utilities, signs, yards, and refuse service areas. Also, attach a narrative statement relative to the above requirements and also explain any economic, noise, glare, or odor effects on adjoining property and the general compatibility with other properties in the district.

HOME OCCUPATION (CUP) (\$150.00) – In order for a home occupation conditional use permit to be granted, the applicant must prove to the Board that the following items are true: (Please attach these comments on a separate sheet)

- A. The home occupation must be incidental to the principal residential use of the residence and be limited to 25% of the ground floor area, in no event to exceed 300 square feet.
- B. The home occupation shall result in no exterior evidence, except an unlighted wall sign not to exceed five (5) square feet in area, which may identify the home occupation.
- C. The home occupation shall not generate any atmospheric pollution, light flashes, glare, odor, noise, vibration, truck or other heavy traffic.

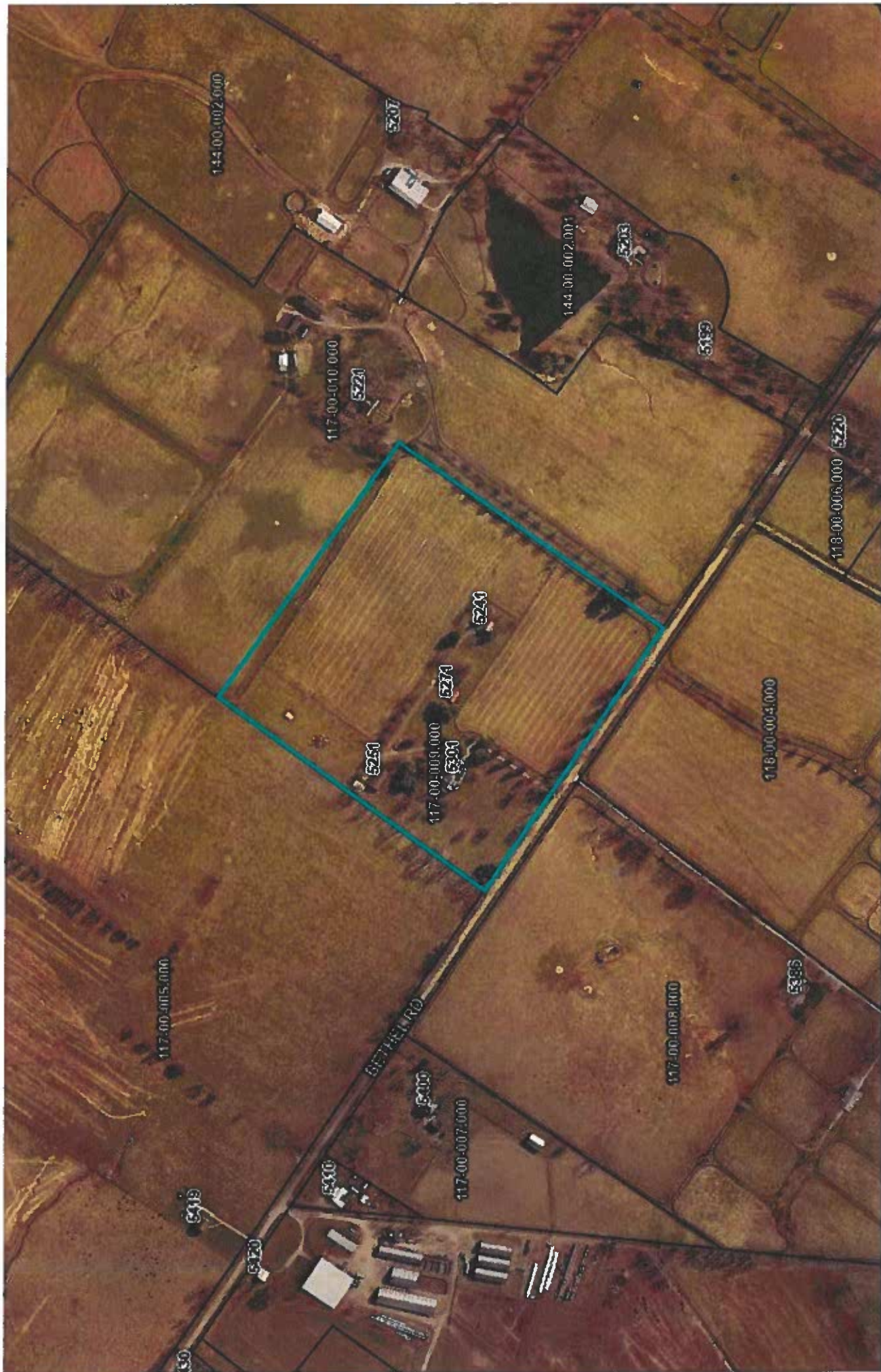
ADMINISTRATIVE REVIEW (\$150.00) – Attach a narrative statement describing the action or decision made by the administrative official including an outline of information supporting your claim for which relief is sought.

APPLICANT OR REPRESENTATIVE MUST BE PRESENT AT MEETING FOR THE BOARD TO CONSIDER APPLICATION

I hereby certify that the information contained in this application and supporting attachments is true and correct. I acknowledge that if I withdraw my case, the paid fee will not be returned after legal notice have been submitted. If the applicant is not the owner of the project site, an affidavit will need to be completed.

Vicki & Thomas Tobin
APPLICANT

10/14/2020
DATE



Scott County Board of Adjustments

230 E. Main St

Georgetown, KY 40324

Subject: Request for Conditional Use/Variance Approval for Residential Demolition and Reconstruction

Dear Members of the Scott County Board of Adjustments,

I am writing to formally request permission to demolish an existing structure on my property and construct a new residential property in its place. The property is located at 5301 Bethel Rd, Georgetown, KY.

The purpose of this project is to create a suitable retirement and downsizing home. My Husband and I currently reside in the main, primary structure located on the same parcel. As I prepare for retirement, navigating and maintaining the larger home is becoming increasingly impractical. Rebuilding a smaller, single-level residence (approx. 2400SF) on the footprint of the existing secondary structure (approx., 2400SF) will allow me to comfortably age in place while remaining on the property I love.

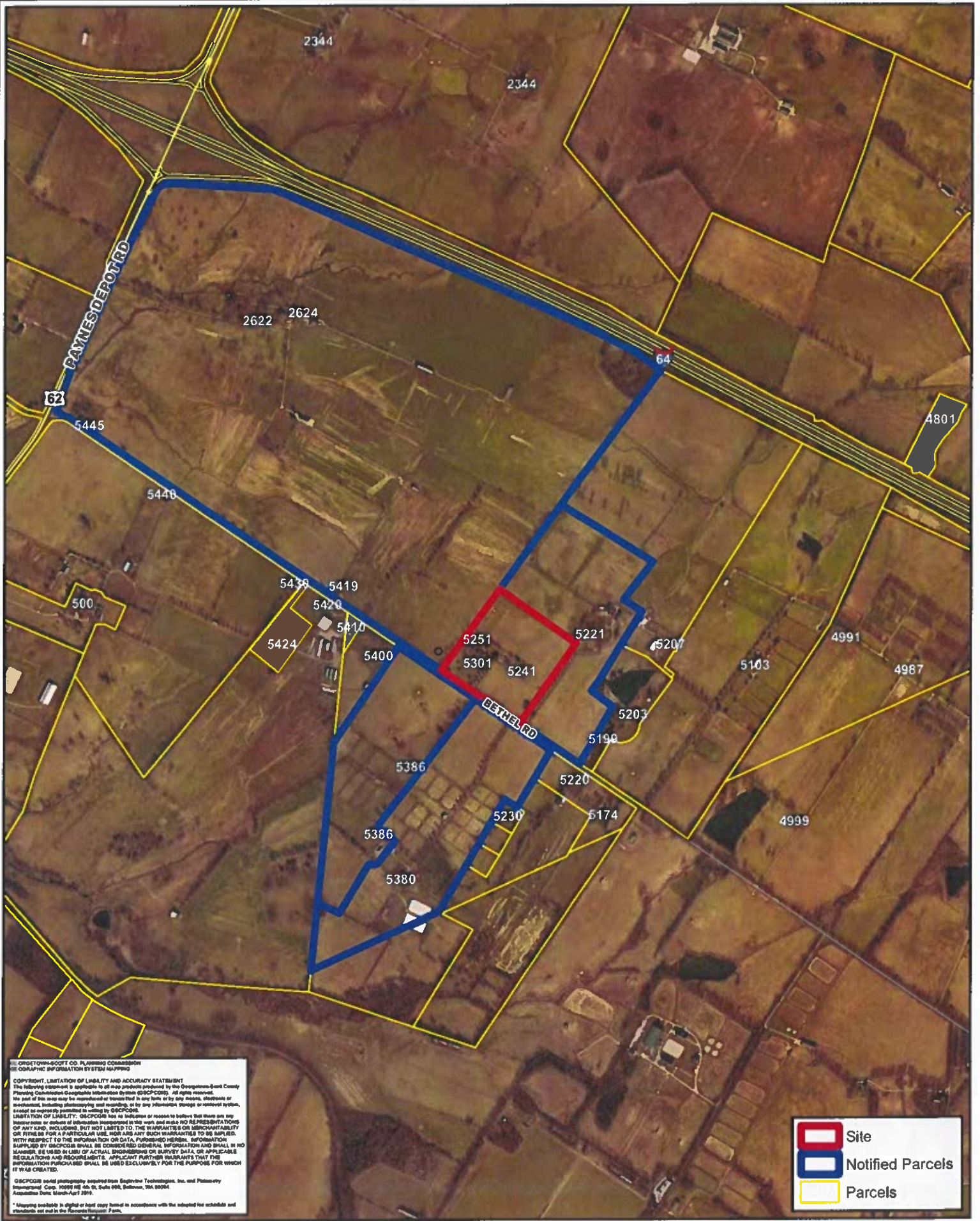
The proposed construction will align with the aesthetic and rural character of Scott County. The new home will feature a smaller footprint than the primary residence, ensuring it remains subservient to the main structure and adheres to local density and zoning guidelines. We plan to utilize existing utility connections and do not anticipate any negative impacts on surrounding traffic, public infrastructure, or our neighbors.

Enclosed with this letter, please find our preliminary plot plan, site photos, and architectural concepts for your review. We are eager to work closely with the county planning staff to ensure all setbacks, square footage limitations, and zoning ordinances are fully respected.

Thank you for your time, consideration, and service to our community. I look forward to presenting this proposal at the next scheduled board meeting.

Sincerely,

Mrs. Tobin



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 GSCPCORP aerial photography acquired from Earthview Technologies, Inc. and Planalytics
 International Corp. 10000 NE 4th St. Suite 400, Bellevue, WA 98004
 Acquisition Date: March-April 2016.
 * Mapping available in digital or hard copy format in accordance with the adopted fee schedule and
 standards set out in the Records Request Policy.

Site

Notified Parcels

Parcels

OID	MapNumber	Name1	Name2	MailAddress	CityStateZ	Complete_A
0	117-00-005.000	MINTWOOD FARM INC		2622 PAYNES DEPOT RD	GEORGETOWN KY 40324	2622 PAYNES DEPOT RD
1	117-00-009.000	TOBIN THOMAS & VICKI W		5301 BETHEL RD	LEXINGTON KY 40511	5301 BETHEL RD
2	117-00-010.000	GROSSMAN STEPHEN L & PATRICIA T	HILLWOOD FARM	5221 BETHEL RD	LEXINGTON KY 40511	5221 BETHEL RD
3	118-00-004.000	FROG POND STABLES LLC	C/O BERRY DUNN	51 SAWYER RD STE 610	WALTHAM MA 02453-3448	5380 BETHEL RD
4	117-00-008.000	BURLESON PROPERTIES LLC		693 S WEISENBERGER MILL RD	MIDWAY KY 40347	5386 BETHEL RD