

Brent Jordan

1622 Whippoorwill Road, Louisville, KY 40213

Date: January 28, 2021

Re: Conditional Use Permit- Brent Jordan. Property Address: 1622 Whippoorwill road  
Louisville, KY 40213

To the Adjoining Property Owners, Neighborhood Group Representatives expressing  
interest in this area and Metro Councilperson for 10 District.

Brent Jordan plans to submit a development proposal to request a conditional use permit for  
1622 Whippoorwill Road Louisville KY, 40213.

To register a short-term rental property.

A neighborhood meeting is required by Louisville Metro Planning and Design Services  
to present the proposed request to the adjoining property owners and interested  
parties. Because of the Governor of Kentucky's Covid-19 emergency orders regulating  
social distancing and public gatherings the Neighborhood Meeting will be held online  
using a platform called Zoom.

**Zoom Meeting Date and Time: February 15, 2021 at 6:30 pm EST**

**Meeting ID#: 85894169842**

**Passcode: LF2DsV**

If you are unable to attend the meeting and have comments or if you would like a  
meeting invitation emailed to you directly please contact us.

**Applicant/Primary Contact:**

**Brent Jordan** (502) 554-0628 brent.jordan2017@gmail.com  
1622 Whippoorwill road

**Louisville Metro Planning and Design Services Contact Information: Jon Crumbie**

(502) 574-5158 jon.crumbie@louisvilleky.gov  
444 South Fifth Street, Suite 300 Louisville, KY 40202

**Detailed Summary of the Proposal**

The applicant, Brent Jordan is requesting approval of a Short Term Rental Conditional Use Permit to allow dwelling unit that is not the primary residence of the host in an R-5 zoning district and Neighborhood Form District. The subject property is developed with one structure that is a single- family residence. The residence has 3 bedrooms that will allow a maximum number of 8 guests. The residence has a driveway with parking for up to 4 vehicles.

The owners are requesting a Conditional Use Permit to allow the subject property to be used for a short term rental. Below is an example of the house rules that will be posted in the home that apply to all staff and residents:

1. All outdoor activities must cease by 11pm
2. Visitation is limited to up to 2 hours and only on select days and  
times
3. No pets
4. No smoking
5. No parties or events

All plans are available to the public on the Planning & Design Services Online Customer Service Portal with the PDS assigned Case Number. The Case Number assigned to this project is 19-CUPPA-0241. Please contact Kelly Lightner or Jon Crumbie for an update on the filing. This is the link to the Planning & Design Services Online Customer Service Portal.

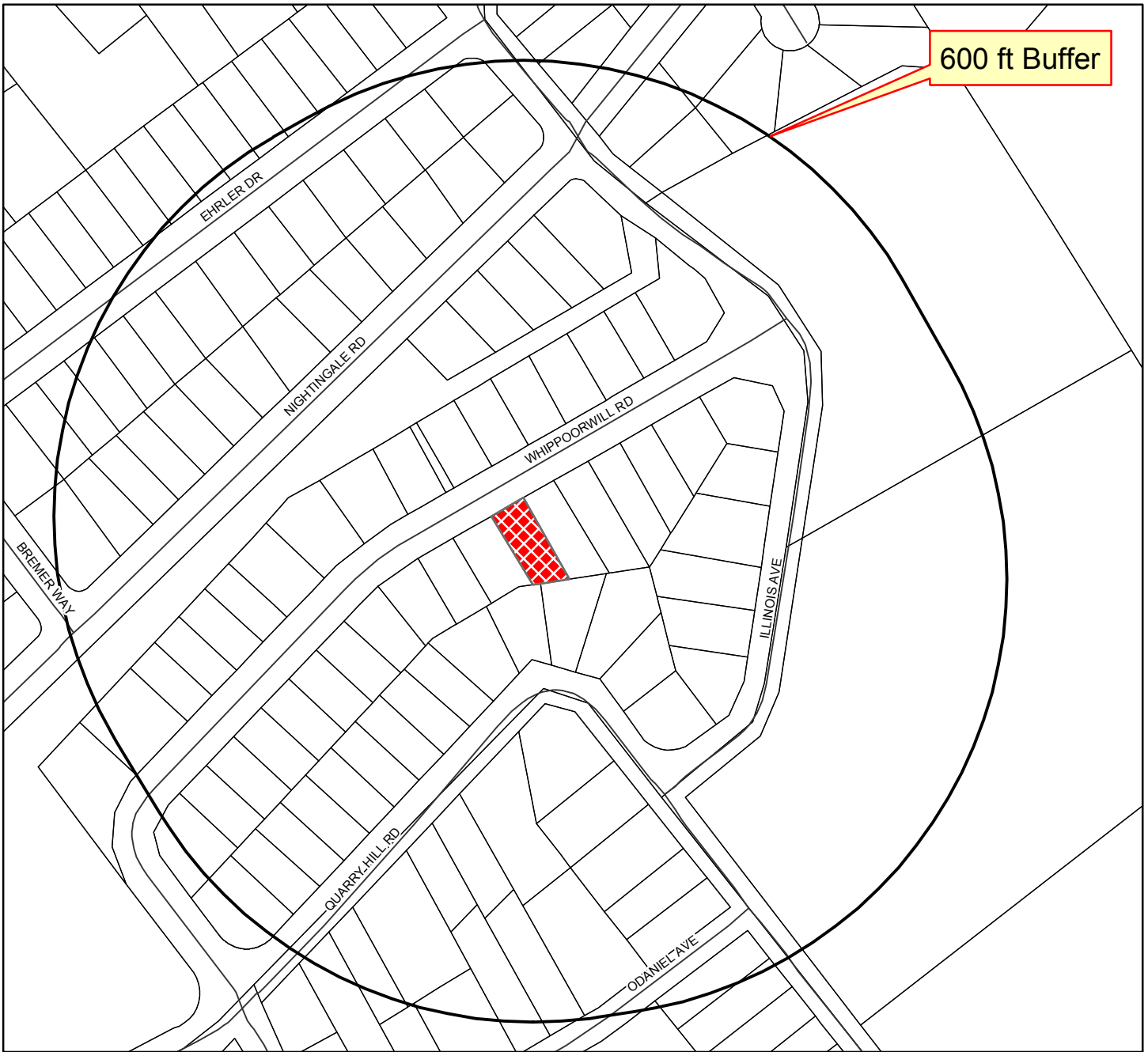
<https://aca-louisville.accela.com/ljcmg/Default.aspx>

Click on the "Search" tab



Then "Planning Applications"

Enter the case number in "Record Number" box Click on the "Record Info" tab

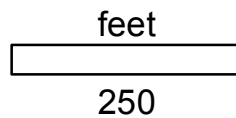
Map Created: 12/06/2019



**Legend**

-  Buffer
-  Subject Site

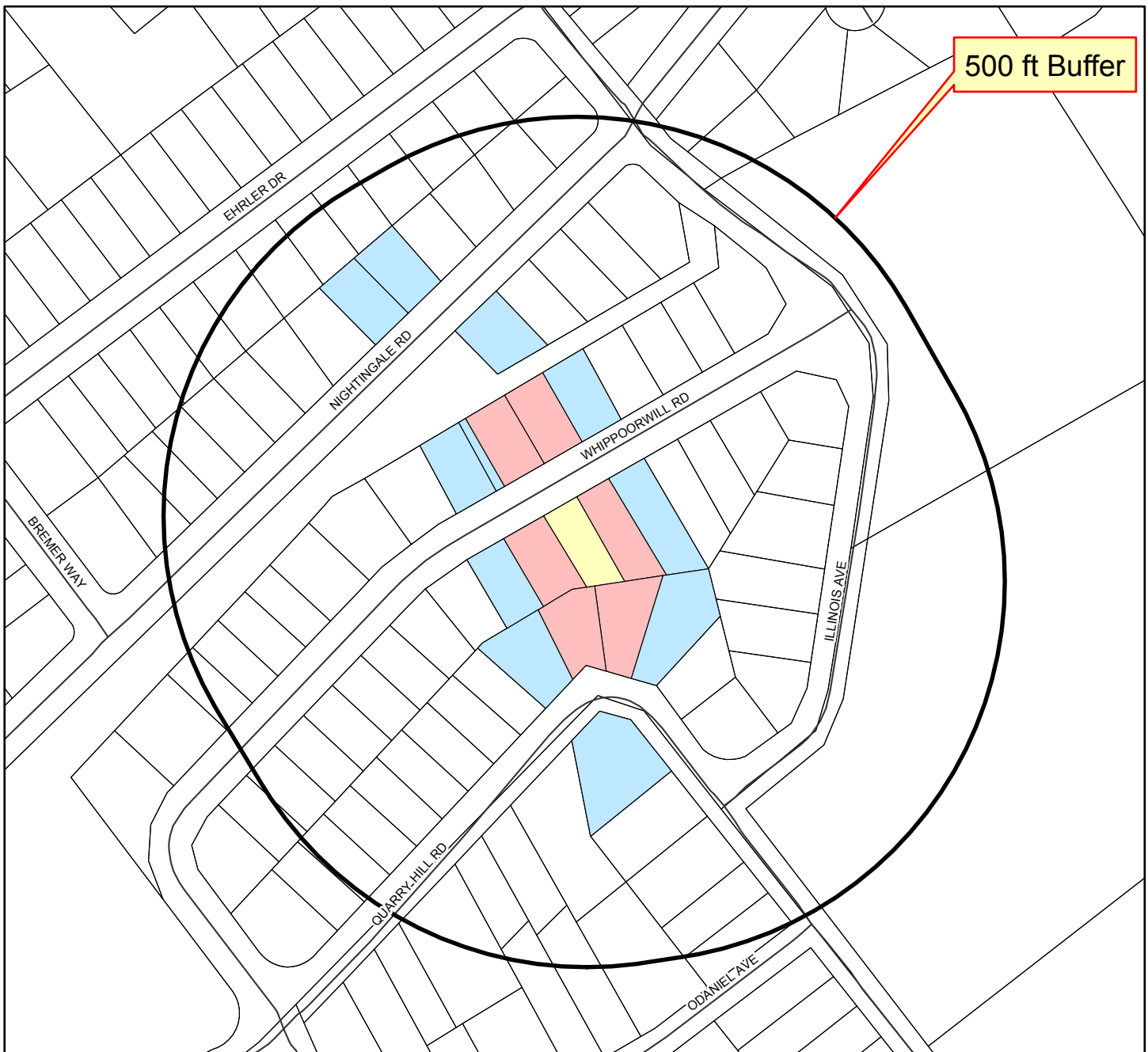
**PreApp Proximity Map  
19-CUPPA-0241**



This map is subject to change upon the Board of Zoning Adjustment granting approvals to other Short Term Rental Conditional Use Permits.



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COUNTY METROPOLITAN SEWER DISTRICT (MSD),  
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JEFFERSON COUNTY PROPERTY VALUATION  
ADMINISTRATOR (PVA). All Rights Reserved.



KRS 100.237

(6) When an application is made for a conditional use permit for land located within or abutting any residential zoning district, written notice shall be given at least fourteen (14) days in advance of the public hearing on the application to the applicant, administrative official, the mayor and city clerk of any city of the fifth or sixth class so affected within any county containing a city of the first class or a consolidated local government, an owner of every parcel of property adjoining the property to which the application applies, and such other persons as the local zoning ordinance, regulations, or board of adjustment bylaws shall direct. Written notice shall be by first-class mail with certification by the board's secretary or other officer that the notice was mailed. It shall be the duty of the applicant to furnish to the board the name and address of an owner of each parcel of property as described in this subsection. Records maintained by the property valuation administrator may be relied upon conclusively to determine the identity and address of said owner. In the event such property is in condominium or cooperative forms of ownership, then the person notified by mail shall be the president or chairperson of the owner group which administers property commonly owned by the condominium or cooperative owners. A joint notice may be mailed to two (2) or more co-owners of an adjoining property who are listed in the property valuation administrator's records as having the same address.

(7) When any property within the required notification area for a public hearing upon a conditional use permit application is located within an adjoining city, county, or planning unit, notice of the hearing shall be given at least fourteen (14) days in advance of the hearing, by first-class mail to certain public officials, as follows:

(a) If the adjoining property is part of a planning unit, notice shall be given to that unit's planning commission; or

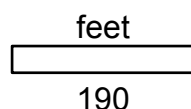
(b) If the adjoining property is not part of a planning unit, notice shall be given to the mayor of the city in which the property is located or, if the property is in an unincorporated area, notice shall be given to the judge/executive of the county in which the property is located.

## Legend

- Subject Site
- 1st Tier Properties
- 2nd Tier Properties
- Buffer



## Pre-App Tax Map Case # 19-CUPPA-0241



Map Created: 11/13/2019



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## **After the Neighborhood Meeting**

This Neighborhood Meeting is an opportunity for the applicants and surrounding neighbors to discuss and develop an understanding of the proposal prior to a public hearing. At the conclusion of this neighborhood meeting, the applicant has 90 days to file a formal application with Planning & Design Services. If the formal application is not filed within 90 days, the applicant will be required to have another neighborhood meeting.

Once the formal application is filed, a public hearing will be scheduled to consider the application. This public meeting is your official opportunity to speak in support or opposition to the proposal. If you received a notice regarding this neighborhood meeting or did not receive a notice but signed the sign in sheet, you will receive a notice of the public meeting.

If you are interested in staying informed about this proposal, or have any questions about the formal review process, you may call the Planning & Design Services office at (502) 574-6230. Please refer to the case number in your inquiry. You may also go to:

<https://louisvilleky.gov/government/planning-design> to view meeting agendas, search case information, or obtain other Planning & Design Services information.