

**Board of Zoning Adjustment**  
**Staff Report**  
September 9, 2019



<b>Case No.</b>	19CUP1078
<b>Project Name</b>	Short Term Rental
<b>Location</b>	828 Longfield Avenue
<b>Owner/Applicant/Host</b>	Susan Sexton
<b>Jurisdiction</b>	Louisville Metro
<b>Council District</b>	15 – Kevin Triplett
<b>Case Manager</b>	Beth Jones, AICP, Planner II

**REQUEST**

Conditional Use Permit to allow short term rental of a dwelling unit not the primary residence of the host (LDC 4.2.63)

**CASE SUMMARY / BACKGROUND**

The applicant proposes to conduct short-term rental at a single-family residence on the site. As it is not the primary residence of the host, a Conditional Use Permit is required.

The site is located on the south side of Longfield Avenue east of Cliff Avenue. It and adjoining properties are zoned R-5 in a Traditional Neighborhood form district. The adjoining properties to the east and south are vacant; the property to the west is single-family residential and the property to the north is commercial in use.

PVA lists the existing structure as a single-family residence with two bedrooms; LDC regulations permit up to six guests. There is parking for one vehicle on the Longfield Avenue frontage and a one-vehicle garage off a rear alley. A Condition of Approval requires applicant to either repair the existing garage door or improve the apron area to provide one parking space; Transportation Planning has confirmed that the necessary space is available.

**STAFF FINDINGS**

Based upon the information in the staff report and the testimony and evidence provided at the public hearing, the Board of Zoning Adjustment must determine if the proposal meets the standards established in the LDC for a Conditional Use Permit.

**TECHNICAL REVIEW**

No technical questions remain to be resolved.

## **STANDARD OF REVIEW AND STAFF ANALYSIS FOR CONDITIONAL USE PERMIT**

1. Is the proposal consistent with the applicable policies of the Comprehensive Plan?

STAFF: The proposed use is consistent with Comprehensive Plan policies.

2. Is the proposal compatible with surrounding land uses and the general character of the area including such factors as height, bulk, scale, intensity, traffic, noise, odor, drainage, dust, lighting and appearance?

STAFF: When appropriately managed, the proposed use is compatible with surrounding development and land uses. No exterior construction or alterations to the building or the site appear to be required.

3. Are necessary on-site and off-site public facilities such as transportation, sanitation, water, sewer, drainage, emergency services, education and recreation adequate to serve the proposed use?

STAFF: The subject property is served by existing public utilities and facilities. The proposed use does not appear to create substantial additional requirements for the site.

4. Does the proposal comply with specific standards required to obtain the requested conditional use permit?

**4.2.63 Short Term Rental of a dwelling unit that is not the primary residence of the host in a R-R, R-E, R-1, R-2, R-3, R-4, R-5, U-N, R-5A, R-5B, R-6, R-7 or R-8A district and Short Term Rental of any dwelling unit in a TNZD district**

A short term rental of dwelling unit that is not the primary residence of the host in a R-R, R-E, R-1, R-2, R-3, R-4, R-5, U-N, R-5A, R-5B, R-6, R-7 or R-8A district and a short term rental of any dwelling unit in a TNZD district may be allowed upon the granting of a Conditional Use Permit. In addition to any conditions of approval, a short term rental and its host shall meet the following requirements:

- A. The maximum stay for a guest shall be 29 consecutive days. A dwelling unit rented to the same occupant 30 consecutive days or more is not considered a short term rental.

STAFF: The applicant has been informed of this requirement.

- B. The dwelling unit shall be limited to a single short term rental contract at a time.

STAFF: The applicant has been informed of this requirement.

- C. At no time shall more persons reside in the short term rental than two times the number of bedrooms plus two individuals, except where the licensed property is in excess of two acres in which case the occupancy limit shall be two times the number of bedrooms plus six individuals.

STAFF: The existing structure is a single-family residence with two bedrooms; LDC regulations permit up to six guests.

- D. The property on which the short term rental(s) is situated shall not be located closer than 600 feet (measured in a straight line from nearest property line to the nearest property line) to any property on which another approved short term rental that required a conditional use permit is situated. The provision shall not apply to a property in the TNZD district which required a conditional use permit even though it is the primary residence of the host.

STAFF: As of the date of this report, there are no properties with an approved conditional use permit for short term rental of a dwelling unit not the primary residence of the host within 600 ft of the subject property (see Attachment 3).

- E. The building in which the dwelling unit is located shall be a single-family residence, duplex, or condominium. If the short term rental is a condominium unit, the condominium unit must be the primary residence of the host. All conditional use permit applications for the short term rental of a condominium unit shall include evidence showing the applicable condominium association has taken action to approve the short term rental of the subject condominium. The evidence shall be provided in the form of minutes from an officially called meeting of the applicable condominium association board where in all condominium would be discussed and a majority of the board members voted in favor of permitting/allowing the short term rental of the subject condominium. In addition to notification required by Chapter 11 Part 5A, an applicant for a short term rental within a condominium shall provide notice of the Conditional Use Permit public hearing to all condominium owners within the association. Proof of notification shall be by way of affidavit. This provision shall not be waived or adjusted.

STAFF: The building is a single-family residence.

- F. Food and alcoholic beverages shall not be served by the host to any guest.

STAFF: The applicant has been informed of this requirement.

- G Outdoor signage which identifies the short term rental is prohibited in residential zoning districts.

STAFF: The applicant has been informed of this requirement.

- H. There shall be a sufficient amount of parking available for guests, as determined by the Board of Zoning Adjustment. The amount and location of parking shall be based on the land uses and density of the immediate vicinity.

STAFF: There is parking for one vehicle on the Longfield Avenue frontage and a one-vehicle garage off a rear alley. A Condition of Approval requires applicant to either repair the existing garage door or improve the apron area to provide one parking space.

- I. The short term rental and host shall meet all additional requirements set forth in the Louisville Metro Code of Ordinances.

STAFF: The applicant has been informed of this requirement.

- J. If the property is subject to two (2) or more substantiated civil and/or criminal complaints within a twelve (12) month period, the Planning Director may revoke the approval. When the Planning Director revokes an approval under this section, the owner and host shall be notified of the revocation and shall have thirty (30) days in which to request an appeal before the Board of Zoning Adjustment. If no appeal is requested, the revocation shall become final on the thirty-first (31) day

after the initial action by the Director. Civil complaints include, but are not limited to, reported violations of building, safety, property maintenance, nuisance, health and sanitation, fire, electrical, plumbing, and mechanical codes. Criminal complaints include, but are not limited to, reported drug activity, theft and criminal mischief.

STAFF: The applicant has been informed of this requirement.

- K. Prior to commencement of any short term rental on the subject property, the host shall register the short term rental pursuant to the Louisville Metro Code of Ordinances. If the short term rental is not registered within thirty (30) days of the issuance of the conditional use permit, the permit shall become null and void.

STAFF: The applicant has been informed of this requirement.

- L. An active registration for the short term rental, as required by the Louisville Metro Code of Ordinances, shall be maintained. No short term rentals may take place unless the registration is active and in the name of the current host and property owner. If the registration is not renewed and lapses for six months, or in the event of a change of ownership and/or host, a new registration is not issued within six months from the date of the change, the conditional use permit shall become null and void. In order to recommence short term rentals, a new conditional use permit must be granted if required by this Land Development Code.

STAFF: The applicant has been informed of this requirement.

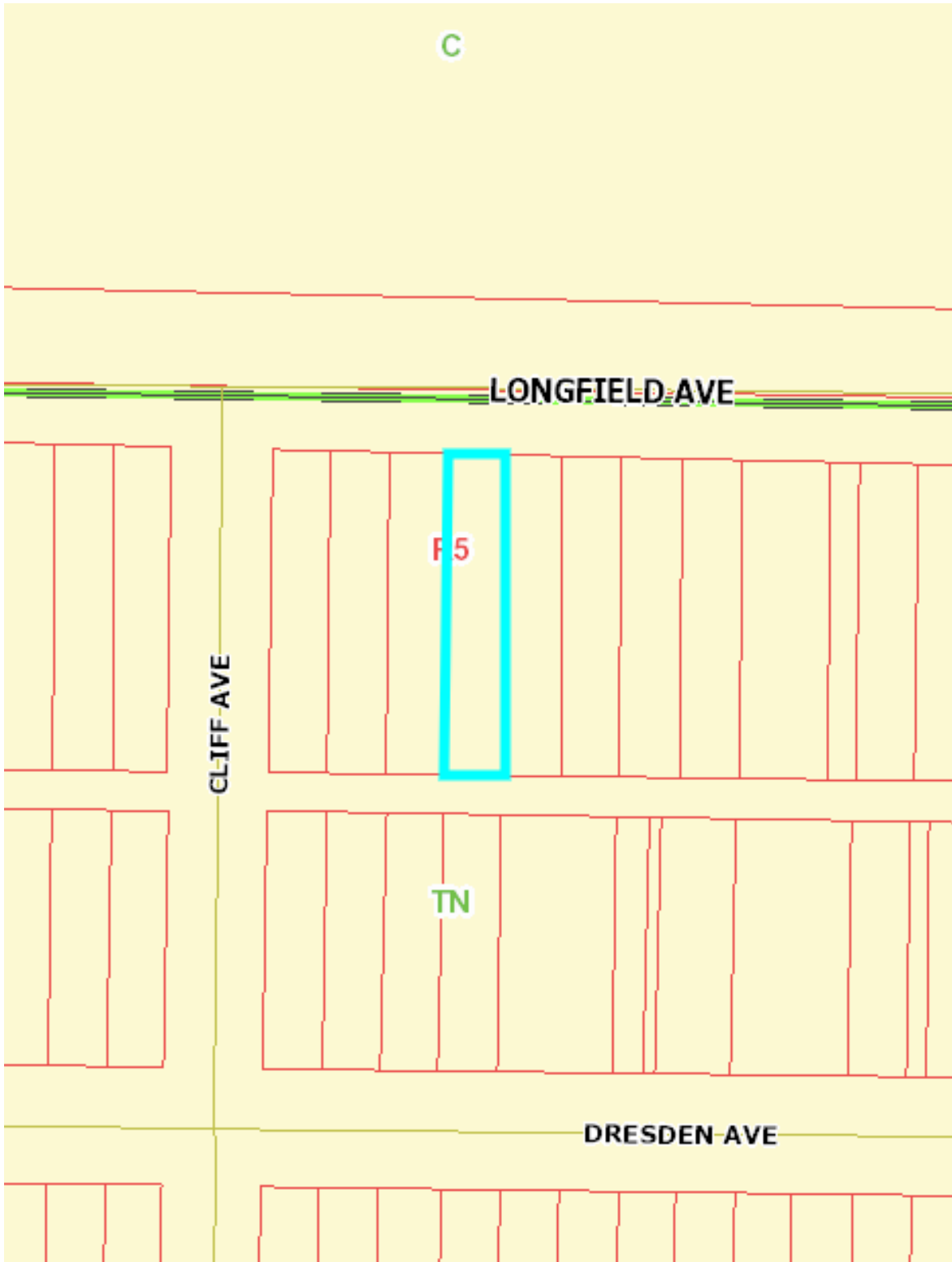
**NOTIFICATIONS**

Date	Purpose of Notice	Recipients
5/14/2019	Early Notification	1st and 2nd tier adjoining property owners Registered Neighborhood Groups in Council District 15
5/14/2019	Neighborhood Meeting	1st and 2nd tier adjoining property owners Registered Neighborhood Groups in Council District 15
8/22/2019	Hearing before BOZA	1st and 2nd tier adjoining property owners Registered Neighborhood Groups in Council District 15
		Sign Posting

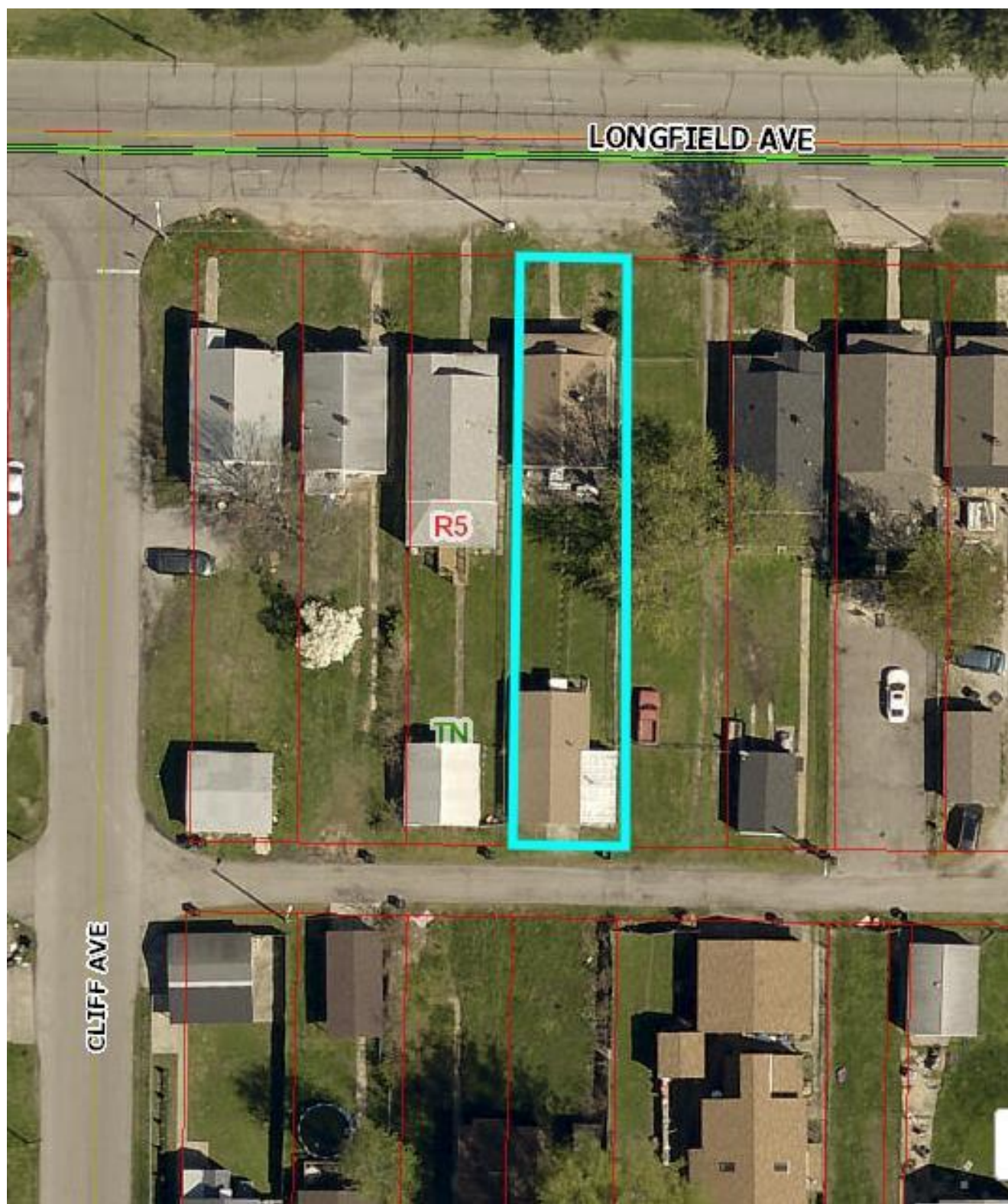
**ATTACHMENTS**

1. Zoning Map
2. Aerial Photograph
3. Proximity Map
4. Condition of Approval

1. Zoning Map

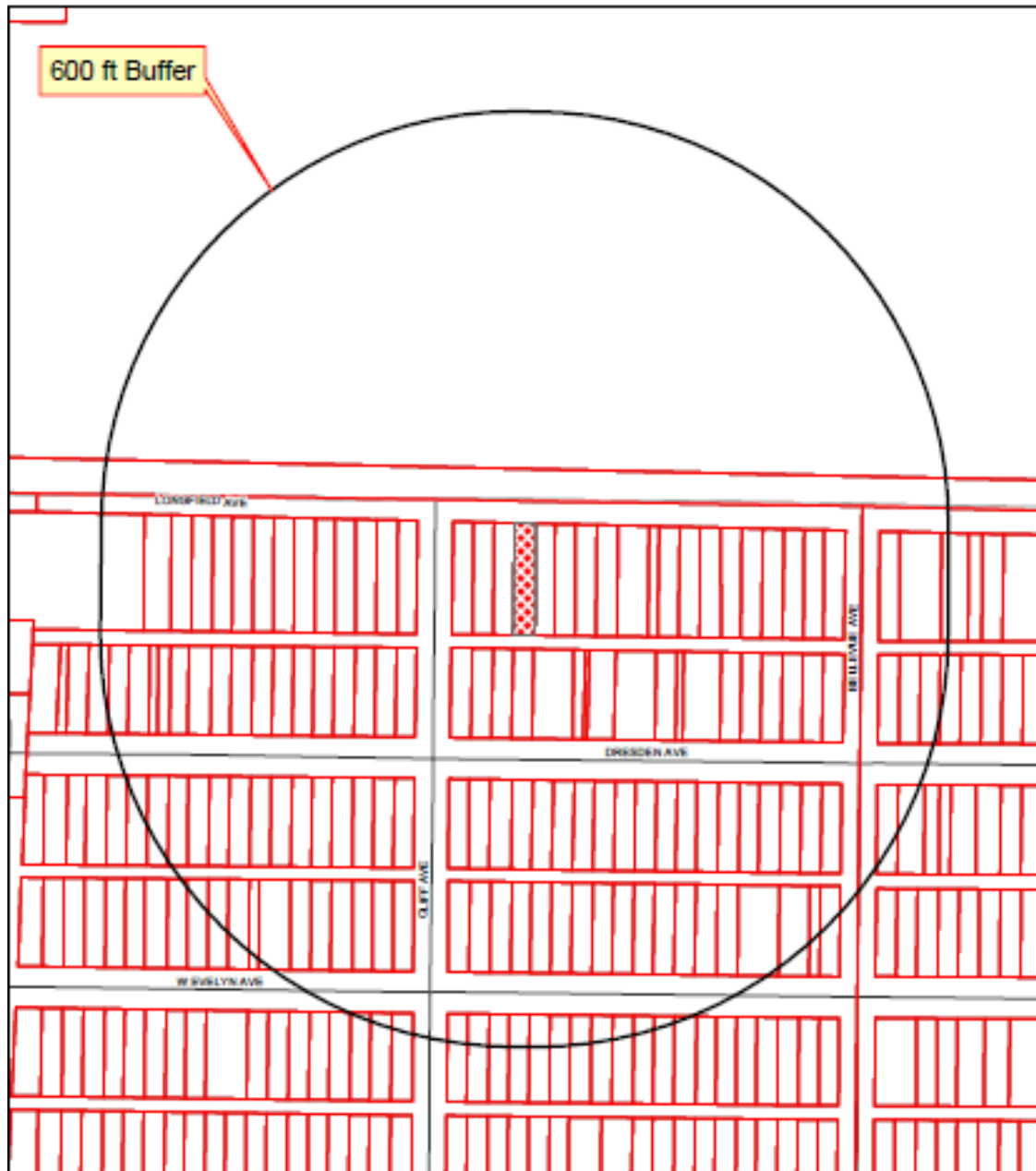


2. Aerial View



### 3. Proximity Map

Map Created: 08/21/2019

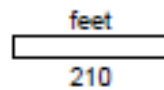


#### Legend

-  Subject Site
-  Buffer



#### 19CUP1078 Proximity Map



Copyright © 2018, LOUISVILLE AND JEFFERSON COUNTY METROPOLITAN SEWER DISTRICT (MSD), LOUISVILLE WATER COMPANY (LWC), LOUISVILLE METRO GOVERNMENT and JEFFERSON COUNTY PROPERTY VALUATION ADMINISTRATOR (PVA). All Rights Reserved.

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

**4. Condition of Approval**

- 1) Before use of the property for short-term rentals, the applicant must:
  - A. Repair/replace the existing garage door in order to make the garage usable by guests; or
  - B. Install gravel to create a parking space adjacent to the alley with a minimum size of 10 ft x 20 ft, using a construction method sufficient to prevent the gravel from migrating onto the adjoining alley surface; and
  - C. Obtain approval of the work completed from Planning & Design staff.