

July 5<sup>th</sup>, 2016

Dear Neighbor,

We are writing to invite you to a Neighborhood Meeting we have scheduled to present neighbors with the proposed development, requiring a Conditional Use Permit at 811 Fetter Avenue, Louisville, Ky. The proposed development is a one story garage (600 s.f.) with attached accessory apartment (650 s.f.).

This will be an informal meeting to give you the opportunity to review the proposed plan and discuss the proposal with the developer and their representative. This meeting will be held in addition to the established public meeting procedures of the Planning Commission and the Board of Adjustment.

Date: July 25<sup>th</sup>, 2016 at 6p.m.

Location: Our Lady of Sorrows, 760 Eastern Pkwy, Louisville, KY 40217

If you cannot attend the meeting but have questions or concerns, please call our land planning and engineering firm representatives Sarah Beth Sammons, RLA or Kevin Young, RLA at 426-9374.

We look forward to seeing you.

Sincerely,  
Phoebe Wood & Land Design & Development, Inc.

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16 CUP 1023

Name	Street Address	Zip	Phone	Email
KEVIN YOUNG, PLA	LAND DESIGN + DEVELOPMENT	REPRESENTATIVE		
SOPHIA BETH SAMMONS	LAND DESIGN + DEVELOPMENT	REPRESENTATIVE		
PHOEBE WOODS, PROPERTY OWNER	OF SUBJECT SITE AND DEVELOPER OF ACCESSORY APT.			
KEVIN HEUKE, PROJECT ARCHITECT				

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LAND DESIGN & DEVELOPMENT, INC.  
ENGINEERING+LAND SURVEYING+LANDSCAPE ARCHITECTURE  
503 WASHBURN AVENUE+SUITE 101+LOUISVILLE, KENTUCKY 40222  
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## Neighborhood Meeting Minutes

Subject: 16067 - CUP Application Neighborhood Meeting  
Attendance: Kevin Young, RLA – Land Design & Development, Inc.  
Sarah Beth Sammons, RLA – Land Design & Development, Inc.  
Kevin Heuke, Architect – Project Architect  
Phoebe Wood, Property Owner and Developer  
Date: July 25, 2016

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The required Neighborhood Meeting per the Conditional Use Permit application was held at Our Lady of Sorrows, 760 Eastern Parkway, Louisville, Ky on July 25<sup>th</sup> at 6:p.m. The representatives from Land Design & Development, Inc. arrived at the meeting location at 5:30 p.m., opened the doors and turned on the lights, making sure it was ready for the meeting. Both representatives went outside to stand out front in order to make the meeting location clear to all potential attendees. The project architect, Kevin Heuke and the property owner/developer, Phoebe Woods, arrived at the meeting location at 5:45 p.m. All parties stood out front of the meeting location until 6:10 p.m., no neighboring property owners or other attendees were at the facilities. The LD&D, Inc. representatives, Ms. Wood, and Mr. Heuke went inside to look at the prepared materials and discuss the project. All attendees left the facilities at approximately 6:30 p.m., no neighbors attended.

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