

August 11, 2020

To Whom It May Concern:

We are writing to request a Conditional Use Permit for a Bed & Breakfast as sanctioned by our Planned Development Document.

We reside at 3915 Altawood Court, Louisville, KY 40245. We purchased the adjoining property, 3921 Altawood Court, on October 21, 2019. We will operate 3921 Altawood as a Bed & Breakfast.

3921 is a small, brick bungalow, likely built in the 1950s. We secured architectural plans for the property and are making some much needed renovations while keeping the footprint of the house the same. We also ordered plans from a landscape architect to address some needed updates to surrounding plantings.

I have been in contact with the Kentucky Cabinet of Health services. We will be satisfying all requirements needed to operate the property as a Bed & Breakfast.

I have also been in contact with Louisville Metro Public Health and Wellness. We will be operating in accordance with local health regulations as well.

3921 sits between our house, and Paul and CeCe Graham, who are strongly in favor of this project. Other neighbors also seem to agree that this is a great solution in helping preserve the charm of our neighborhood.

Sincerely,

Matthew Pryor  
502-836-1853

RECEIVED

AUG 11 2020

PLANNING & DESIGN  
SERVICES

July 24, 2020

RE: Neighborhood meeting for Conditional Use Permit to allow Bed and Breakfast at 3921 Altawood Court.

I am writing to notify you about an upcoming “neighborhood meeting” regarding the above referenced project. Because of the COVID-19 emergency orders requiring and/or recommending social distancing, the neighborhood meeting will be held virtually. The details are set forth in this letter and the supporting attachments. If you cannot obtain access to the virtual meeting, we may be able to assist you in that regard or otherwise assure a telephone or in-person conversation.

I am seeking a Conditional Use Permit for a Bed & Breakfast at 3921 Altawood Court. I have filed a Pre-Application with the Division of Planning and Design Services (DPDS) that has been assigned case number **20-CUPPA-0089** and assigned case manager is **Jon Crumbie**.

The virtual meeting will be held on Monday, August 10<sup>th</sup> beginning at 6:30 p.m. Enclosed for your review are the following:

1. LOJIC site location zoning map sheet showing the location of the site
2. Contact information sheet
3. Instruction sheet on how to join the virtual meeting.
4. Information sheet on how to obtain case information online from PDS’s online customer service portal.
5. PDS’s “After the Neighborhood Meeting” sheet

If you are unable to attend the virtual meeting, or have any questions or comments, please feel free to email me, or contact the PDS case manager listed on the attached contact information sheet.

Sincerely,

Matthew Pryor

RECEIVED

AUG 11 2020

PLANNING & DESIGN  
SERVICES

20 - CUP - - 0105

## Notification Addresses for Altawood Bed & Breakfast

### 1st Tier

The Vails	3918 Altawood Court	Louisville	KY
The Grahams	4001 Altawood Court	Louisville	KY
The Proffitts	4007 Altawood Court	Louisville	KY

### 2nd Tier

Dee Bearden	3914 Altawood Court	Louisville	KY
The Houghs	3907 Altawood Court	Louisville	KY
The Meyers	4010 Altawood Court	Louisville	KY
The Dunns	4009 Altawood Court	Louisville	KY
Thelma Smith	12703 La Grange Rd	Louisville	KY

Planning & Design ATTN: Jon Crumbie 444 S 5th St #300 Louisville KY

RECEIVED

AUG 11 2020

PLANNING & DESIGN  
SERVICES

20 - CUP - 0105

40245

40245

40245

40245

40245

40245

40245

40245

Y 40202

RECEIVED

AUG 11 2020

PLANNING & DESIGN  
SERVICES

WHAT: Minutes from Neighborhood Meeting for Bed & Breakfast for Altawood Court  
WHEN: August 10, 2020 at 6:30 pm  
FORMAT: WebEx Virtual Meeting  
HOST: Matthew Pryor (Applicant)

Attendees: Thorne and Sally Vail

*Question:* Who owns the property as it still lists the previous owner?

*Answer:* We own it and have owned it since Fall 2019. The PVA had the parcel ownership incorrectly listed. LOJIC gets its information from the PVA. After reaching out to the PVA on three separate occasions, we believe they finally have it listed correctly.

*Question:* How many people will be able to stay at one time?

*Answer:* Application filed for up to eight, but we will be limiting it to six for the foreseeable future.

*Question:* When will you open?

*Answer:* As soon as I have secured the permission from the proper authorities.

*Question:* How will you list the property?

*Answer:* In addition to the standard channels (like VRBO), there eventually will be a website that can be updated with new activities, facts about the property and the items in the house, etc.

*Question:* How long will people stay at a time?

*Answer:* I can control that variable. I will likely require a two-night minimum. If I convert or offer the property as an executive rental, guests will be able to stay for a month or more at a time.

*Question:* How do you screen the guests and will a lease be required?

*Answer:* In standard channels, I have the ability to refuse reservations for any reason, including on how the guest has been rated by other property owners. In the case of an executive rental, there would be a background check and credit check required.

*Question:* What food will you offer?

*Answer:* Only prepackaged breakfast options. May also supply gift cards to local restaurants.

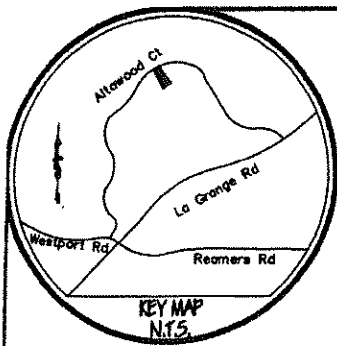
While not asked directly, I also discussed the ability to set quiet hours, to have a noise-monitoring service, my desire to preserve the charm of the neighborhood and historic nature of the street over maximizing revenue, and my hope that the previous owner, who lived on the property for over 35 years, liked the updates we made to the property.

*Summary:* The Vails seemed positive about the project. They offered no objections nor voiced any concerns that we did not address.

RECEIVED

AUG 11 2020

PLANNING & DESIGN  
SERVICES



Proffitt  
DB 6313 Pg 999  
S65°35'00"W

set witness  
10' on line

146.00

Pryor  
DB 10759 Pg 569

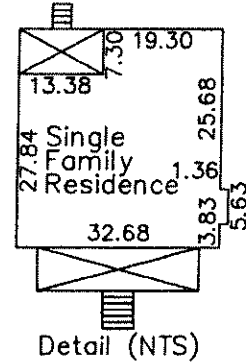
Graham  
DB 5948 Pg 736

- The driveway and parking surface will be a hard and durable surface.
- A handicap parking space will be added where appropriate.

N21°45'00"W  
498.00

39.87'  
40.05'

gravel drive



**RECEIVED**

AUG 26 2020

PLANNING &  
DESIGN SERVICES

Altawood Ct Variable R/W

A 50.00 S71°30'00"W  
B 65.00 S64°45'00"W  
C 31.09 S65°11'26"W

○ set 1 p/c  
#3125  
unless noted



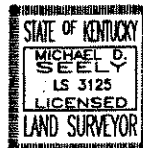
GRAPHIC SCALE 1=70

### LAND SURVEYOR'S CERTIFICATE

I hereby certify that this plat and survey were made under my direct supervision on 9-18-19 and that the angular and linear measurements, as witnessed by monuments, shown hereon, are true and correct to the best of my knowledge and belief.  
- SURVEY CLASS "Urban" -  
This survey meets or exceeds the minimum standards of governing authorities.

Michael D. Seely  
Licensed Land Surveyor

*Michael D. Seely*  
Licensed Land Surveyor #3125



MIKE SEELY & ASSOCIATES  
P.O. BOX 18768  
LOUISVILLE, KY. 40261  
(502) 643-1785

### BOUNDARY SURVEY

FOR: Matthew Pryor

LOCATION: 3921 Altawood Ct  
Louisville, KY 40245

RECORD: Lot 32 + Woodbourne #3  
SOURCES: PB 3 Pg 56  
WB 709 Pg 143 DB 4344 Pg 304

COUNTY: JEFFERSON

SCALE: 1=50 DATE: 10-2-19

20-CUP-0105