

# **Letter of Explanation – Conditional Use Permit** **(Short-Term Rental)**

Dear Members of the Review Board,

My name is Farooq Shaheen. I respectfully submit this request for a Conditional Use Permit (CUP) to operate a short-term rental at my single-family property located at **1601 Newburg Rd, Louisville, KY, 40205.**

This property is ideally situated within close proximity to major hospitals, restaurants, parks, retail areas, downtown amenities, and the airport. Its central location makes it particularly suitable for a range of responsible guests, including families visiting the area, individuals supporting relatives receiving medical care, traveling healthcare professionals, and business or leisure travelers seeking convenient accommodation.

The home itself is a well-maintained, spacious single-family residence capable of comfortably accommodating family-sized groups while maintaining appropriate occupancy limits and preserving the residential character of the neighborhood.

I would like to highlight that the property fully complies with all applicable zoning and land use requirements for short-term rentals, including meeting the required **600-foot separation rule**, which is a key criterion for approval.

In addition to compliance, I bring significant experience in responsibly operating other short-term rentals in Louisville. I have successfully obtained and operated multiple Conditional Use Permits in other locations, with a strong track record of maintaining high standards and never generating neighbor complaints or community issues. This experience has allowed me to develop proven systems to ensure smooth, respectful, and professional operation.

To support this property, I have an established, local, on-the-ground team that includes professional cleaners, maintenance personnel, and local property management support. This team ensures that the property is consistently well-maintained and that any issues are addressed promptly and efficiently.

Operational controls will include:

- Strict guest screening and booking protocols
- Clearly communicated house rules prohibiting parties, events, and excessive noise
- Compliance with occupancy and parking regulations at all times

- Routine inspections and maintenance
- Rapid response to any concerns raised by neighbors or local authorities

Additionally, the property will include appropriate safety and security measures to ensure both guest safety and neighborhood peace of mind.

The intent of this request is to provide a well-managed, high-quality lodging option that complements the surrounding area while maintaining full respect for the residential nature of the neighborhood. I am committed to operating this property in a manner that reflects professionalism, accountability, and community awareness.

**Thank you** for your time and consideration. I would be happy to provide any additional information or clarification as needed.

Respectfully,  
Farooq Shaheen