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5151 Jefferson Boulevard
Louisville, KY 40219
(502) 485-1508

www.MindelScott.com

February 7, 2025

Re: Neighborhood meeting for a Conditional Use Permit request for a Boarding House at 11009 Ballardsville Road/KY 22.

Dear Neighbor,

This letter is to invite you to an upcoming neighborhood meeting regarding the request listed above. This will be an opportunity for us to share a copy of the current plan, describe the proposal, the Conditional Use Permit required and to hear any thoughts or concerns that you may have.

Our client, Jacob Rascon, is requesting a Conditional Use Permit to utilize this site as a boarding house. A plan has been filed to initiate the Pre-Application review process with Louisville Metro Planning and Design Service and has been assigned case #24-CUPPA-0291 and case manager, **Mark Pinto**.

The meeting will be held on **Monday, February 24**, beginning at **6pm** at the **Northeast Christian Church – Student Building -Venue A** located at **9900 Brownsboro Rd, Louisville, Kentucky**. (The Student Building is located next to the strip mall. Please enter from the rear of the building through the glass doors to the right of the trailer. The meeting will be held in Venue A, to the left of the reception desk.)

Supplemental information included with this letter for your further review and information:

- Contact Information
- Detailed Summary
- Case Information
- Location map (LOJIC)
- Development Plan
- After the Neighborhood Meeting (flyer produced by Louisville Metro Planning and Design Services)

Finally, if you are unable to attend this meeting and have questions, please feel free to contact me. If you would like to submit comments on the record share them with the case manager at Planning and Design Services as listed in the attached contact information. I hope you can join us for the meeting.

Respectfully,

Kathy M. Linares

Kathy M. Linares, RLA, AICP

cc: Jacobo Rascon



Contact Information - For your convenience should you have a question or need further information here is the contact information for the applicant, associated professionals, and planning staff case manager:

Engineering Firm

Mindel Scott
5151 Jefferson Blvd. Ste. 101
Louisville, Ky 40219
Phone: 502 485-1508
Attn: Kathy Linares, PLA
klinares@mindelscott.com

Applicant

Jacobo Rascon
4771 Shenandoah Drive
Louisville, KY 40241
Phone: 502 259-8185
jacrascon@hotmail.com

Case Manager

Planning and Design Services
444 S. 5th Street, Suite 300
Louisville, Ky 40202
Phone: 502 574-5170
Attn: Mark Pinto
Mark.Pinto@louisvilleky.gov

Detailed Summary – The site is in the Neighborhood Form District and located on Ballardsville Road a state road and minor arterial level roadway. The site is secluded in that beyond its frontage, it is surrounded by open space lots of Rock Spring Farms subdivision on 2 sides and an undeveloped lot on the west.

The existing buildings will be used including an existing 2,900 sf home, with a 593 sf Mother-In-Law Suite and a detached garage. The home will provide rooms for boarders with an additional room for the owner/manager. No change to access, expansion to the structure or improvements other than cosmetic and interior improvements are proposed other than a possible future new garage.

NOTICE OF POTENTIAL DEVELOPMENT PLAN CHANGES. Please be advised that this “Detailed Summary” is being provided early in the application process. As such, whereas every effort has been made to assure accuracy, changes may be made to the subdivision/development plan before the now scheduled neighborhood meeting and also after it based on public comments and those of various agencies and PDS staff review. Any changes will be available for public review on the PDS Online Customer Service Portal. Instructions on how to access this information is provided in the PDS’s online customer service portal information sheet. Additionally, those changes with the final plan would be presented at the time of the public hearing(s). You may also contact the PDS case manager if you have any questions, or contact any others listed on the Contact Information Sheet where contact information is provided.

Case Information - To obtain case information online from Planning and Design Services online customer service portal, please visit:

<https://aca-prod.accela.com/ljcmg/default.aspx>,

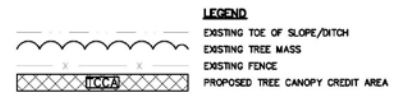
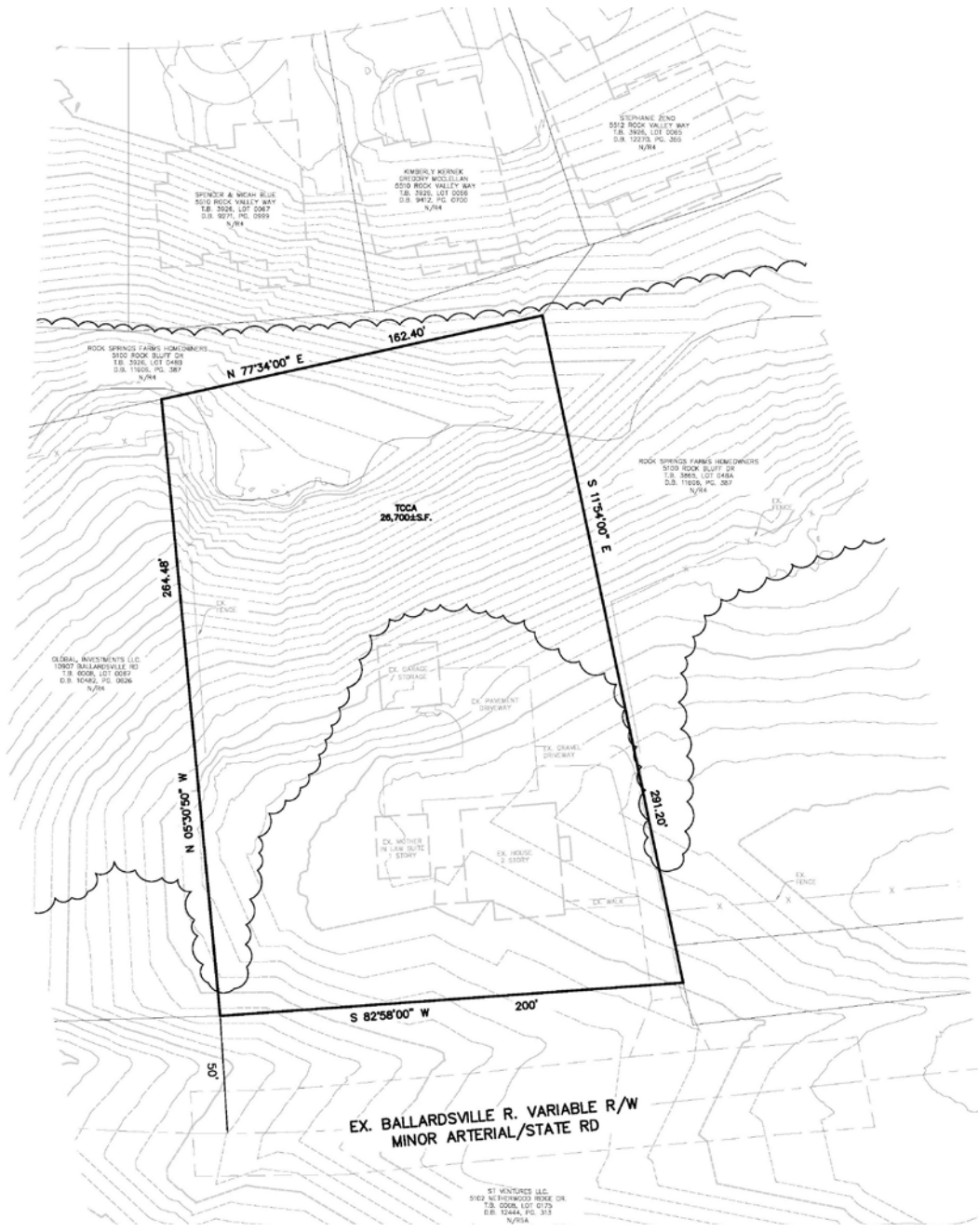
Click on Search Case Information,

Select the Planning tab,

Enter the case number, **24-CUPPA-0291**, hit enter

Click on “Record Info” and then “Attachments” for additional info

DEVELOPMENT PLAN



SITE DATA:

| | |
|--|---------------------------|
| EXISTING FORM DISTRICT | NEIGHBORHOOD |
| EXISTING ZONING | R4 |
| EXISTING LAND USE | SINGLE FAMILY RESIDENTIAL |
| PROPOSED LAND USE | COMMERCIAL BOARDING HOUSE |
| TOTAL LAND AREA | 1.00± AC. |
| BUILDING AREA | 3,408 ± S.F. |
| (8 GUEST ROOMS + 1 MGR/OWNER ROOM) | |
| PARKING REQUIRED | |
| MINIMUM (1 SPACE/4 RESIDENT) | 3 SPACES |
| MAXIMUM (1 SPACE/1 RESIDENT) | 9 SPACES |
| PARKING PROVIDED (PAVED AREA BEHIND HOUSE) | 6± SPACES |

TREE CANOPY DATA:

| | |
|--------------------------------------|--------------------|
| GROSS SITE AREA | 48,731± S.F. |
| LAND USE | COMMERCIAL |
| EXISTING TREE CANOPY | 26,700± S.F. (55%) |
| EXISTING TREE CANOPY TO BE PRESERVED | 26,700± S.F. (55%) |
| TOTAL TREE CANOPY REQUIRED | 17,056± S.F. (35%) |

*TREE CANOPY DEPICTED ON PLAN PER MSD LOGIC MAPPING, AERIAL PHOTO OR FIELD SURVEY. TREE CANOPY CALCULATIONS BASED UPON TREE AREAS SHOWN.



After the Neighborhood Meeting

Why a 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. The applicant has 90 days to file a formal application with the Office of Planning from the conclusion of this neighborhood meeting. If the formal application is not filed within 90 days, the applicant will be required to have another neighborhood meeting.

Expanding Interest in your Community

If you would like to stay informed of any new development in yours or any Council District, sign up to receive email notices at the following link:
<https://louisvilleky.gov/government/planning-design/notifications>
Select "Notification of Development Proposals" and "Weekly Agenda".

What Happens Next

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 hearing.

Want to Know More

You may still feel unclear about the change in zoning process, want more information about how zoning works, or wonder what to expect as the applicant's proposal moves toward a public hearing. If so, check out the Citizen Guide for community members to learn more about the zoning process as well as other development proposals that go before a Planning Board or Committee.

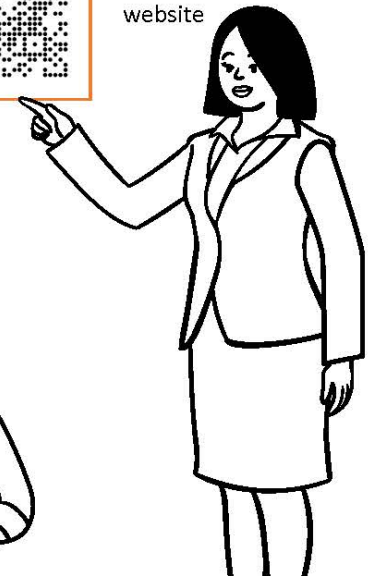
<https://louisvilleky.gov/government/planning-design/citizen-guides>

Staying Informed

If you are interested in staying informed about this proposal, or have any questions about the formal review process, you may call the Office of Planning 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 to obtain Office of Planning information.



Scan QR Code with your phone for quick access to the Office of Planning website



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