

ARCHITECTURAL REVIEW BOARD

March 16, 2021

5:00 PM

NICOLE KONKOL , PRESIDING

Members Present:

Irma Johnson
Jennifer Oberlin
Patti Cross
Brittany Sams
Kevin Breeck
Nicole Konkol

Also Present:

Edwin Logan, Attorney
Jordan Miller, City of Frankfort, Senior Planner
Vicki Birenberg, Historic Preservation Officer

The first item of business was the approval of the minutes of the February 16, 2021 meeting. Ms. McDonald stated that Ms. Birenberg her and asked her to update the minutes with the correct spelling of her last name. Mr. Breeck made a motion to approve the minutes as amended. The motion was seconded by Ms. Sams and all were in favor.

The next item of business was the approval of the minutes of the March 10, 2021 special meeting/work session. Ms. Johnson made a motion to approve the minutes. The motion was seconded by Ms. Cross and all were in favor.

Chair Konkol asked the Secretary to introduce the next item of business.

In accordance with Articles 4 , 16, 17, 18, and 19 of the City of Frankfort Zoning Ordinance, Greg and Sarah Begin and Kenneth Hughes Jr. are requesting a Conditional Use Permit in order to operate a non-owner occupied short term rental as well as specialty services for the property located at 511 West Broadway . The property is more particularly identified as PVA Map No. 061-24-01-007.00.

Jordan Miller, City of Frankfort Senior Planner was present and mentioned that the request is for a conditional use permit and no exterior changes are proposed as part of this request.

Mr. Miller stated that the request is for a non-owner property for short term rentals. The applicant/property owner will lease the property to a person who will live there.

Mr. Miller stated that the property is in the Special Historic District and they are also requesting approval for specialty services. Mr. Miller stated that a letter from applicant explaining what they want to do was included within the staff report.

Mr. Miller stated that off-street parking is not required in the Special Historic District.

Mr. Miller stated that an adjacent property contacted them to find out what kind of business was being proposed, concerned about the parking limitations, and was concerned about the window sills on the rear being in disrepair.

Staff recommended approval and noted that under Staff Suggestion in the staff report, the Certificate of Appropriateness should be changed to Conditional Use Permit.

Mr. Miller stated that "A" of the Staff Report should read "This conditional use permit is not incongruous in concept".

The applicant Sarah Begin was present and stated that she lived in this house until about six months ago and she has been doing Airbnb's in Frankfort for nearly ten years. She explained that they recently moved to the county and thought this property would be great as her next Airbnb and the perfect opportunity for her friend to offer these unique classes and services that aren't consistently offered in Frankfort.

Ms. Begin explained that that a friend of hers has a business that was hit pretty hard by Covid and he recently decided to move back to Frankfort and they have partnered together to offer this type of classes and services to Frankfort. Her friend Mr. Hughes will live on the property and offer classes there as well. They hope to bring tourists to Frankfort and to promote other businesses in the area as well.

Ms. Begin stated that as far as parking is concerned she mentioned that there are two spots in front of the house and two additional spots at the end of Broadway. She mentioned that she has a large family and parking had never been an issue for them when they lived in this house. Additionally she stated that they plan to limit the classes to six people per class.

Ms. Konkol asked if she agreed with the conditions in the staff report. Ms. Begin stated that she was and that she already applied for the business license and it is pending this approval.

Ms. Oberlin made a motion in accordance with Articles 4, 16, 17, 18, and 19 of the City of Frankfort Zoning Ordinance, to approve the request from Greg and Sarah Begin and Kenneth Hughes Jr. for a Conditional Use Permit in order to operate a non-owner occupied short term rental as well as specialty services for the property located at 511 West Broadway with the following conditions:

1. The conditional use is granted only to Kenneth Hughes, Jr. and Greg and Sarah Begin.

2. The conditional use is permitted only at 511 West Broadway.
3. The use is confined to the interior of the existing building.
4. The applicant shall obtain a City of Frankfort business license.
5. Any additional projects requiring a building permit shall require review and approval by the Architectural Review Board unless a Certificate of No Exterior Effect is issued.

The motion was seconded by Ms. Sams and passed unanimously.

Chair Konkol asked the Secretary to call the next item of business.

In accordance with Articles 4 and 17 of the City of Frankfort Zoning Ordinance, Southern Strategy Group Assets of Kentucky LLC d/b/a Top Shelve Lobby is requesting a Certificate of Appropriateness to replace the front door for the property located at 302 Shelby Street. The property is more particularly described as PVA Map No. 062- 13-21-008 .00.

Jordan Miller, City of Frankfort Senior Planner was present and mentioned that this property is located on a corner lot and the front faces Shelby Street.

Mr. Miller explained that the request is to replace the wood door with an aluminum door. Mr. Miller explained that the current door is not original to the house and they have pictures to show that is not the original door.

Ms. Miller stated that the house had previously been renovated and that they are having water issues on the porch. Additionally the weight of the door makes it hard to close, it swings in to close, and the weight of the door is causing damage to the frame.

Mr. Miller stated that an aluminum door is appropriate for this house, as is the proposed hardware. The new door will swing out and remain recessed.

Ms. Oberlin asked if the new door would be the same size and Mr. Miller replied that it will be slightly smaller so they will have to frame around the door.

Ms. Sams asked if the side lights will be retained and Mr. Miller replied yes.

Mr. Breeck asked if they found additional damage after they start the project would the project be required to come back to the Board. Mr. Miller replied that he has already talked with the applicant and they understand that if there is additional damage beyond that requires additional changes they will be required to come back for approval of the additional changes.

The applicant Kevin Peyton was present and stated that they don't expect there to be additional damage and that the weight of the door is really what is causing the damage.

Mr. Peyton stated that the current door is not original and it is very heavy. He explained that they renovated the building in 2006 and they have had it shored up several times but keep having the same problem.

Mr. Peyton stated that they want to replace the door but maintain the integrity of the property. They hope the new door is light enough that they won't have this problem in the future.

Mr. Peyton stated that he had seen the staff report and agreed with the conditions

Ms. Johnson made a motion in accordance with Articles 4 and 17 of the City of Frankfort Zoning Ordinance, to approve the request from Southern Strategy Group Assets of Kentucky LLC d/b/a Top Shelve Lobby for a Certificate of Appropriateness to replace the front door for the property located at 302 Shelby Street with the following conditions:

1. A building permit shall be obtained prior to work commencing on the project.
2. Any additional projects requiring a building permit shall require review and approval by the Architectural Review Board unless a Certificate of No Exterior Effect is issued.

The motion was seconded by Ms. Cross and passed unanimously.

The next item of business was discussion on the work plan for 2021.

Mr. Miller listed the following objectives.

Objective One

Update the Special Capital zoning district guidelines

Mr. Miller stated that the Board wants to keep this and asked staff to put together a RFP by May 2021.

Objective Two

Make historic survey forms available on city website

Mr. Miller stated that the Board discussed working with the KHC to get that. Ms. Konkol mentioned that Mr. Logan suggested getting a memorandum of agreement to share documents between the City of Frankfort and Kentucky Heritage Council and if that was not possible, we would use the survey forms for staff purposes only and not put them on the website.

Objective Three -

Robert's Rules

Mr. Miller stated that the Board decided they were interested in this and to host something for City wide Boards.

Objective Four

Consider new national landmarks and or districts

Mr. Miller stated that the Board decided that they would prioritize a list once they receive one from staff.

Objective Five

Preserve, enhance and or reflect the historic pavements and curbing in our historic districts.

The Board decided to drop this from the list.

Objective Six

Preservation Workshop in 2020

The Board will be hosting a Preservation Workshop with Bob Yapp towards the end of August 2021.

Objective Seven

Notify real estate and new property owners in historic districts

The Board decided to continue to do this and to possibly consider hosting a real estate conference.

Objective Eight

Conduct monthly reviews of applications within Frankfort's historic districts that are not approved by staff approved

The Board already does this.

Objective Nine

A presentation of the annual report (or bi-annual reports) shall be made to the Board of Commissioners by a member of the ARB in a public forum.

Ms. Konkol agreed to give a report to the Board of Commissioners.

Mr. Breeck made a motion to adopt the nine objectives for the 2021 Work Plan. The motion was seconded by Ms. Oberlin and passed unanimously.

There being no other business, Ms. Cross made a motion to adjourn. The motion was seconded by Ms. Johnson and all were in favor. The meeting adjourned at 5:41 pm.