



NEWPORT  
KENTUCKY

**CITY OF NEWPORT BOARD OF ADJUSTMENT  
August 8, 2023  
MINUTES**

A special meeting of the Newport Board of Adjustment was held on Tuesday, August 8, 2023, at 4:30 p.m. at the Newport Municipal Complex, 998 Monmouth Street, Newport, Kentucky.

**In attendance were:**

Steve Mathisen, Susan Whitehead, Ed Davis, Stephanie Steffen, Planning and Development Director Brian Steffen, Assistant City Manager John Hayden, and City Clerk Tiffany Myers. Absent was Judy Lloyd.

**Chairperson:**

Planning and Development Director Brian Steffen advised the board that Judith Lloyd, the Chairperson, is absent tonight, so Susan Whitehead will fill in since we have a few new board members. If there is no objection from the Board, Susan Whitehead will be the temporary Chairperson and start the meeting.

New Board of Adjustment members Stephanie Steffen and Ed Davis were sworn in.

**Approval of Minutes:**

A motion by Steve Mathisen, seconded by Susan Whitehead, to approve the minutes for January 26, 2023, Special Meeting, February 16, 2023, Regular Meeting, February 23, 2023, Special Meeting as presented.

**Roll Call:**

Steve Mathisen	Yes
Susan Whitehead	Yes
Ed Davis	Abstain
Stephanie Steffen	Abstain

4-0 Motion carried- so ordered.

Prior to commencing the Public Hearing, all parties giving testimony were sworn in. All parties, including the applicant, City staff, Board Attorney, and those in support and opposition of the applicant, have a right to give testimony and cross-examination.

**Public Hearing:**

**BA-23-06  
130 West 10<sup>th</sup> Street  
THE APPLICANT IS REQUESTING A PARKING AND SETBACK VARIANCE  
REQUESTED BY: URBAN COMMUNITY DEVELOPERS, INC.**

**Comments:**

Marty Butler with Strauss Troy Law Firm was there to represent Luke Woerner with Urban Community Developers Inc. Luke Woerner gave the Board a packet of his plans for 130 West 10<sup>th</sup> Street. He advised that he is looking to construct a single-family home. He went over the entire packet with the Board, explaining his plans for construction and the required variances he would need based on zoning regulations.

A motion was made by Steve Mathisen, seconded by Stephanie Steffen, to approve application BA 23-06 based on the following information. This property is in the R3 district, and other properties have similar configurations of a 25' X 20' house. The site has a small footprint of a lot. Given the location, these lots are small, and the developer could not acquire adjacent properties. The variances for a 10-foot front yard setback on West 10<sup>th</sup> Street, a 10-foot front yard setback on Ann Street side, a 25-foot rear yard setback, and one car parking variance is necessary per the Newport Zoning Code. By granting this variance, this location will be in harmony with the general purpose and intent of the Ordinance as well as the adopted Comprehensive Plan for the City of Newport. It will not be injurious to the neighborhood or otherwise detrimental to the public welfare. It will not adversely affect public health, safety, or welfare. It will not alter the essential character of the general vicinity. It will not cause a hazard or nuisance to the public. It will not allow an unreasonable circumvention of the requirements of the zoning regulations.

**Roll Call:**

Steve Mathisen	Yes
Susan Whitehead	Yes
Ed Davis	Yes
Stephanie Steffen	Yes

4-0 Motion carried- so ordered.

**BA-23-07**

**906 Monmouth Street**

**THE APPLICANT IS REQUESTING SQUARE FOOTAGE AND LETTER HEIGHT VARIANCE FOR A SIGN**

**REQUESTED BY: EMMA ADKISSON**

**Comments:**

- Planning and Development Director Brian Steffen stated he is unsure why Emma is absent from tonight's meeting. She was notified, and the city emailed her today advising that additional information is required for tonight's meeting.

A motion by Steve Mathisen, seconded by Stephanie Steffen, to table case BA-23-07 until the September meeting.

**Roll Call:**

Steve Mathisen	Yes
Susan Whitehead	Yes
Ed Davis	Yes
Stephanie Steffen	Yes

4-0 Motion carried- so ordered.

**Adjournment:**

A motion by Steve Mathisen, seconded by Ed Davis, to adjourn the meeting. Motion carried-so ordered. Accordingly, the meeting was adjourned at approximately 5:15 p.m.

Approved: \_\_\_\_\_  
Susan Whitehead, Acting Chairperson

Attest: \_\_\_\_\_  
Tiffany Myers, City Clerk

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