

SUMMARY MINUTES
UNIVERSITY DISTRICT REVIEW COMMITTEE

November 09, 2010 @ 5:00 p.m.

**Bowling Green City Commission Chambers
City Hall, 1001 College Street**

MEMBERS PRESENT:

**Velma Runner, Chair
Shawn Sinclair**

**Richard Morgan
Joe Denning**

**Charley Pride
Rick Cothorn**

ABSENT: Lucinda Anderson

STAFF: Marshall Robinson Sandy Clark Hon. Hamp Moore

The University District Review Committee was called to order by Chairman Runner. Ms. Runner requested the Secretary, Sandy Clark, to call the roll. Four (4) of seven (7) members were in attendance when the roll call was taken. Quorum was determined with four of seven members in attendance.

Chairman Runner then asked the Board if they received and read the Minutes from the previous meeting of October 12, 2010. Being no corrections or additions, the Motion was made by Mr. Denning, seconded by Mr. Morgan and the Board unanimously approved the Minutes of the October 12, 2010 meeting as recorded and transcribed.

Charley Pride entered the meeting at 5:04 p.m.

OLD BUSINESS:

Chairman Runner asked staff to come forward and report on the four (4) houses listed on the agenda to see if all had reached their goals and if they are now in compliance. Western Christian Fellowship fulfilled their duties and is now in compliance. Alpha Gamma Delta Sorority; Sigma Alpha Epsilon and Alpha Gamma Rho were also listed on the agenda and Mr. Robinson stated that these three for a total of all four have now fulfilled the requirements for re-certification and asked the Board to now re-certify each of these fraternities and sorority.

After discussion of the University Review Committee, Chairman Runner asked if there were any questions or comments. Being no additional questions or comments for the applicants, Chairman Runner asked for a Motion.

ACTION: Upon Motion of Richard Morgan, seconded by Mr. Sinclair, to re-certify the following since they have now met the requirements and staff has recommended same: Western Christian Fellowship; Alpha Gamma Delta Sorority; Sigma Alpha Epsilon; and Alpha Gamma Rho. All members present concurred (5 yeas)

PUBLIC HEARING:

Marshall Robinson announced that the purpose of the hearing today is for the review and consideration of re-certification of organizations within the University District who did not meet the requirements at our last meeting in October and were asked to each return here tonight.

Mr. Robinson then called HIS House Recovery Home located at 1511 Chestnut Street, Bowling Green, Kentucky. Max Weaver indicated he was present for any questions or comments. Mr. Robinson noted that paperwork has now been submitted in regard to re-inspections of Fire and Building Inspectors. Mr. Robinson said there were several police calls noted and that Mr. Weaver said they did not concern someone from his organization. Mr. Robinson asked the Committee that this property be re-certified.

Marshall Robinson presented the staff report for the next item on the agenda, being review and consideration of the re-certification for Lambda Chi Alpha located at 1504 Chestnut Street, Bowling Green, Kentucky. Mr. Robinson reported that re-inspections have been conducted, and the information of the re-inspections was submitted. He asked that the Committee re-certify this group.

The Committee called a representative to the podium. Therein, Johnny Douglas, Advisor, and Americo Capodalggi, President of Lambda Chi stood and acknowledged that they were present. Chairman Runner asked if there were any questions or comments.

Marshall Robinson presented the staff report for the next item on the agenda, being review and consideration of the re-certification for Farm House located at 1544 Chestnut Street, Bowling Green, Kentucky. Mr. Robinson reported that Farm House is now in compliance with Building Code or Fire Code violations. No representative stepped forward for this meeting tonight. Mr. Robinson said that the representative did not have to appear if all violations were completed and paperwork up-to-date which has been done. Mr. Robinson asked that the group be re-certified.

Marshall Robinson presented the staff report for the next item on the agenda, being review and consideration of the re-certification for Kappa Sigma Fraternity located at 321 East 13th, Bowling Green, Kentucky. Mr. Robinson reported we now have information of the re-inspections was submitted by either Building Code or Fire Code and violations have been cleared up by the Building and City Fire Officials.

Joe Imel, Housing Corporation Representative, stated he was in attendance and available if any questions. Chairman Runner asked if there were any questions or comments. After discussion of the University Review Committee, Chairman Runner asked if there were any questions or comments. Being no additional questions or comments for the applicants, Chairman Runner asked for a Motion.

ACTION: Upon Motion of Mr. Denning , seconded by Mr. Morgan, to re-certify the following since they have now met the requirements and staff has recommended same: HIS House; Lambda Chi Alpha; Farm House; and Kappa Sigma Fraternity. All members present concurred, and the Vote was five (5) yeas.

Mr. Robinson then stated that the next house is the Kappa Alpha Fraternity located at 1349 College Street, Bowling Green, KY. Again, at the time of the staff report's preparation, the Fire and Building re-inspection have not yet been completed. Staff recommends that the Committee speak with representatives to see why things still have not been re-inspected and submitted to staff.

For the fraternity, Parker Wornall, with Kappa Alpha stepped to the podium and gave the Committee his name. He then tried to address the reasons why things are still not done. He stated work has been done and great improvement has been made, especially in comparison with previous conditions of the house. There have been re-inspections by both fire and building officials just yesterday and windows have been repaired today and automatic door closures have been repaired and a locksmith has come in to repair and replace locks. There is still work required on the plumbing before it is completed. Mr. Wornall said there is a contractor working on the items listed, including the windows, which it was noted that this house is in the Historic Preservation overlay and must acquire a Certificate of Appropriateness for exterior work on the house. The application was filed with the Historic Preservation Planner by the window contractor who received a staff COA for the windows.

Mr. Robinson recommended that the Committee allow the Kappa Alpha additional time to complete the work and place a condition that if the work is done within ten (10) days, that the re-certification is approved. If the work is not completed, re-inspected and submitted to the staff, then this Fraternity will come back to our December 14th meeting.

After discussion of the University Review Committee, Chairman Runner asked if there were any questions or comments. Being no additional questions or comments for the applicant, Chairman Runner asked for a Motion.

ACTION: Upon Motion of Mr. Morgan, seconded by Mr. Denning, to re-certify the Kappa Alpha Fraternity, located at 1349 College Street, conditioned upon its completion of the work and submission both of the re-inspection reports to the CCPC staff showing compliance and removal of all violations, within ten (10) days (being November 19th) from tonight's meeting or the representatives will come back before this Committee at its meeting – December 14th 2010 at 5:00 p.m. The vote was five (5) yeas.

Rick Cothorn entered the Commission Chamber and meeting at 5:20 p.m.

Marshall Robinson presented the staff report for the final item on the agenda, being review and consideration of the re-certification for Pi Kappa Alpha Fraternity, located at 1430 Chestnut Street, Bowling Green, KY. The staff report indicated the application/monitoring plan has now been completed and submitted. There are still violations noted on the fire and building re-inspections.

Therein, Adam Sheridan, President with Phi Kappa Alpha is the representative here tonight - who stepped to the podium and spoke to Committee in reference to the fire and building issues. He said they received 2½ pages of violation problems and they are waiting on windows from Bowling Green Glass and stated that the sink in the kitchen was removed. Ms. Christenson with the City Code Enforcement office, said that the kitchen must have a working sink and removal of the sink did not take care of the problem at hand.

Mr. Sheridan said that the fire extinguishers have now been filled and there was still a need to repair a hole in the wall at the hot water heater. Ms. Christerson said that now that sixty (60) days have passed without the work being completed, that Code Enforcement would step in and issue a Notice of Violation giving the violators ten (10) days from the date of service to complete the work or a Citation would be issued. Mr. Sheridan asked for ten (10) days to complete the work and come into compliance.

After discussion, the University Review Committee, made a recommendation of giving them two (2) weeks to get the house into compliance and submit the re-inspection documentation in to the CCPC Staff, or they will be asked to return to this Review Committee at the December 14th meeting of this group. The completed paperwork will need to be submitted at the City-County Planning Commission and complete the work on problems/deficiencies shown in the building and fire inspection reports. The two inspectors said if the work is completed they would do the re-inspections within the time allotted.

Chairman Runner asked if there were any questions or comments from the Committee. Being no additional questions or comments for the representative, Chairman Runner asked for a Motion.

ACTION: The motion was made by Mr. Pride, seconded by Mr. Denning, that Phi Kappa Alpha located at 1430 Chestnut Street will be re-certified at the house with the following conditions: a) correct all fire and building safety violations; b) submit all completed paperwork with the City-County Planning Commission, including the re-inspection reports from both fire and building inspectors, for Re-Certification within two (2) weeks from tonight (being November 24th); and c) if all the conditions are not met, that all the Representatives will appear at the December 14th, 2010 meeting of this University District Review Committee. The Vote was seven (7) yeas.

NEW BUSINESS:

Chairman Runner thanked Mr. Coleman and Ms. Christerson with the BG Code Enforcement for their involvement and cooperation with the University District Review and their work with staff on this yearly endeavor.

Mr. Robinson also mentioned that staff is looking at Center Street; Kentucky Street; and College Street for possible expansion of the University District boundaries. There was a neighborhood meeting held concerning this possible expansion of the boundaries. He showed the aerial with all the responses, whether “yes” or “no” or if the staff was not able to contact yet and had no response. There will probably have to be another meeting in the future to try to contact all the neighbors throughout the area being proposed. The target area is 12th and Adams and Kentucky. Currently, there are approximately five (5) organizations looking for spots, however, money is a large issue for many fraternities and sororities who are looking for houses, without having the money to build a new house.

Once again there was discussion about how to get the houses to have their paperwork and inspections done. City Code Enforcement is helpful when the safety issues are not addressed by the fraternities and sororities. Mr. Pride and Mr. Robinson said they do so many things to get the houses to work on their paperwork. A meeting is held in the Spring at DUC at WKU letting the groups know of the process for the University District Review in the Fall. Packets are sent out in August when the students come back to school, which allows plenty of time for the groups to get their houses ready; get them inspected; and then get the paperwork in to the CCPC staff on time. These are adults and should be responsible adults to get the paperwork done, plus they should not be tearing up the houses that then have to be repair them.

The 2011 meeting schedule was then given to the Review Committee. We again will be meeting the 2nd Tuesday of each month at 5:00 p.m.

Being no other business, the meeting was adjourned by Motion of Richard Morgan, seconded by Rick Cothorn at 6:05 p.m. All members concurred.

VELMA RUNNER, CHAIRMAN

Sandy M. Clark, Secretary