

**UNIVERSITY DISTRICT REVIEW COMMITTEE
MEETING SUMMARY MINUTES
May 6, 2019**

ATTENDANCE:

Committee Members

Dr. David Lee

Dr. Martha Sales

Mary Phoenix McCubbin

Alexander Downing

Charley Pride, Vice-Chairman

Staff Members / Others

Steven McWhorter, CCPC

Hamp Moore, CCPC Attorney

Ben Peterson, CCPC

Jessica Martin, Administrative Assistant II

Steve Coleman, Fire Inspector

I. CALL TO ORDER & DETERMINATION OF QUORUM

Vice-Chairman Charley Pride called the University District Review Committee meeting to order at 5:00 pm. Hon. Hamp Moore administered the oath to Mary Phoenix McCubbin. Roll call was taken and a quorum was determined with five (5) members in attendance at the time.

II. APPROVAL OF MINUTES

Vice-Chairman Pride asked the Committee members for any discussion on the Summary Minutes of the August 6, 2018 University Review Committee Meeting. Being none, he asked for a motion.

ACTION: A motion to approve the Summary Minutes of the August 6, 2018 University District Review Committee Meeting was made by Dr. David Lee and seconded by Mr. Alexander Downing. With no further discussion, Vice-Chairman Pride asked for a roll call vote.

Voting YEA: Downing, Lee, McCubbin, Sales, Pride

Voting NAY: (none)

The Summary Minutes were APPROVED.

III. PUBLIC HEARING

Vice-Chairman Pride announced the first item to discuss tonight is actually second on the agenda and reads as follows: Review and consider the application of a new University District Site Plan for the property located at 1438 Chestnut Street for the Alpha Omicron Pi Sorority.

Mr. Steven McWhorter stepped to the podium to present the staff report. (*Note: Staff report available upon Open Records Request*).

Vice-Chairman Pride asked if there were any questions. Dr. Lee asked if the parking agreement will be forever. Mr. McWhorter explained a shared parking agreement is a recordable document and the applicants are looking at possibly buying a portion of the rear property for their parking instead of the shared parking agreement. Vice-Chairman Pride asked about the knoll of the property that appears to be dead space. Mr. McWhorter explained the layout of the property and stated he wouldn't know how many could fit in the parking lot since it is currently graveled and not stripped.

Mr. Coleman stated there was about 30 cars in that parking lot when he did the inspections. The board stated the staff can approve an amendment if the property is purchased for the lot. Vice-Chairman Pride asked any questions or opposition. Being none, he asked for a motion.

ACTION: A motion was made by Dr. David Lee and seconded by Dr. Martha Sales to approve the proposed University District Site Plan for the property located at 1438 Chestnut Street with the following stated condition(s): 1. The applicants will need to submit a revised site layout for both the on and off-site parking required for the proposed sorority. The revised layout will include all parking required for the Alpha Omicron Pi sorority, the required parking for the adjacent Alpha Gamma Rho properties and all remaining parking for the adjacent parking lot itself. These Vehicle Use Areas will need to be paved and landscaped per the Zoning Ordinance Section 4.6.8.D. and 4.6.8.E.10., prior to obtaining a building permit. 2. The proposed ingress/egress easement shown on the adjacent Alpha Gamma Rho property must be recorded by deed or plat, prior to obtaining a building permit. 3. The applicant will need to provide the square footage of the proposed signage to meet the maximum of twelve (12) square feet allowed, prior to obtaining a building permit. 4. Allow staff to approve any amendment if transfer of real estate is made. My motion is based on the findings of fact as presented in the staff report, and the testimony presented in this public hearing, that the University District Site Plan is in compliance with Section 3.18.3 and Section 4.9.5 of the Joint Zoning Ordinance of Warren County.

With no further discussion, Vice-Chairman Pride asked for a roll call vote.

Voting YEA: Downing, Lee, McCubbin, Sales, Pride

Voting NAY: (none)

The motion PASSED.

Vice-Chairman Pride announced the next item on the agenda: Review and consider the application of an amendment to a University District Site Plan for the property located at 1415 College Street for the Sigma Phi Epsilon Fraternity.

Mr. Steven McWhorter stepped to the podium to present the staff report. (*Note: Staff report available upon Open Records Request*).

Vice-Chairman Pride asked about the proposed signage not being in the front of the house. Mr. McWhorter explained that it was in the rear. Mr. Lee Ross stated he has worked on it for two years and still do not have an answer on the sign. Dr. David Lee stressed about the location being at the historic entrance of WKU and the importance of that. Mr. Lee Ross explained the building permit department would not let them build on the property line even though a variance was granted. Therefore they had to decrease the width that would not allow a car to pass through. He stated the group is very aware of the importance of the location. Vice-Chairman Pride asked if there were any questions or opposition. Being none, he asked for a motion.

ACTION: A motion was made by Dr. David Lee and seconded by Mr. Alexander Downing to approve the amended University District Site Plan for the property located at

1415 College Street. My motion is based on the findings of fact as presented in the staff report, and the testimony presented in this public hearing, that the University District Site Plan is in compliance with Section 3.18.3 and Section 4.9.5 of the Joint Zoning Ordinance of Warren County.

With no further discussion, Vice-Chairman Pride asked for a roll call vote.

Voting YEA: Downing, Lee, McCubbin, Sales, Pride

Voting NAY: (none)

The motion PASSED

IV. NEW BUSINESS

Vice-Chairman Pride asked if there were any new business. Ms. Jessica Martin stated there will be a meeting next month.

V. ADJOURN

With no further business, Vice-Chairman Pride declared the Committee meeting adjourned.

APPROVED BY THE COMMITTEE THIS 3 DAY OF June, 2019



University District Review Committee Chairman