



NEWPORT BOARD OF ADJUSTMENTS
SPECIAL MEETING MINUTES
JULY 24, 2025 @ 4:30 P.M.

Newport Municipal Building, 998 Monmouth Street, 1st Floor Multi-Purpose Room

The public can access the meeting through the live stream on
Facebook.com /City of Newport, Ky or YouTube /City of Newport, Ky

A special meeting of the Newport Board of Adjustments was held on Thursday, July 24, 2025 at 4:30 p.m. at the Newport Municipal Complex, 998 Monmouth Street, Newport, KY 41071

Board Members Present:

- Susan Whitehead
- Nicki Bishop
- Rich Livingood
- Stephanie Steffen

Absent:

- Steve Maithsen

City Staff Present:

- Zoning Administrator – Jessica Bolton
- Legal Assistant – Rosemary Williams
- Assistant City Attorney – Michael Woloshin

PUBLIC HEARING:

BA-25-15

Application for an adaptive reuse of the property located at 1211 Brighton Street, Newport, KY 41071.

Requested by: Covington Fitness LLC

Comments:

- Jessica Bolton, zoning administrator, provided the city's findings.
- The applicant and their attorney presented their case to the Board.

A motion by Rich Livingood, seconded by Nicki Bishop, approve case number BA-25-15, adaptive reuse permit to operate a gym, hair salon and physical therapy office. Based on evidence and testimony presented during this hearing, the board has found that the proposed use is in conformance with the intent of the regulations. Additionally, the proposed use will preserve, not harm the public safety and welfare, and will not injure the essential character of the neighborhood.

Roll Call:

Susan Whitehead	Yes
Nicki Bishop	Yes
Rich Livingood	Yes



Stephanie Steffen Recused
3-1 Motion carried- so ordered.

BA-25-16

Application for a dimensional variance for two projecting signs located at 11 E 5th Street, Newport, KY 41071.

Requested by: Klusty Sign Associates

Comments:

- Jessica Bolton, zoning administrator, provided the city's findings. Additionally, she noted that one of the signs might need to be changed pending approval from the city manager.
- The applicant presented their plans to the Board.

A motion by Rich Livingood, seconded by Stephanie Steffen, to approve case number BA-25-16 for a dimensional variance for a projecting sign. Based on evidence and testimony presented during this hearing, the board has found that the proposed use is in conformance with the intent of the regulations. Additionally, the proposed use will preserve, not harm the public safety and welfare, and will not injure the essential character of the neighborhood.

Roll Call:

Susan Whitehead	Yes
Nicki Bishop	Yes
Rich Livingood	Yes
Stephanie Steffen	Yes

4-0 Motion carried- so ordered.

Adjournment:

A motion by Rich Livingood, seconded by Nicki Bishop, to adjourn the meeting. Motion carried- so ordered. Accordingly, the meeting was adjourned at approximately 4:39 p.m.

Approved: _____
Susan Whitehead, Chairperson

Date: _____

Attest: _____
Tiffany Myers, City Clerk