

JOE REVERMAN, AICP
DIRECTOR
200 West Dixie Avenue
Elizabethtown, KY 42701
(270) 982-3264
www.elizabethtownky.org



Commission Members
Steve Rice, Chairperson
Ken Dozer, Vice Chairperson
Kasey McCrary
Maurice Young
Kyle Souleyrette

CITY OF ELIZABETHTOWN PLANNING AND DEVELOPMENT

ELIZABETHTOWN PLANNING COMMISSION
REGULAR MEETING AGENDA

OCTOBER 10, 2023

6:00 P.M.

PRITCHARD COMMUNITY CENTER, 404 S. MULBERRY STREET

1. Call to Order
2. Approval of Minutes – September 26, 2023
3. Development Plan and Commercial Design Review for Community Trust Bank
Location: 2419 Tunnel Hill Road
4. Development Plan and Commercial Design Review for Schardein Mechanical
Location: 171 Parkway Drive
5. Director's Report
6. Commission Member Items
7. Adjournment



**MEETING MINUTES OF THE ELIZABETHTOWN PLANNING COMMISSION
OCTOBER 10, 2023**

A meeting of the Elizabethtown Planning Commission was held on October 10, 2023 at 6:00 p.m. at the Pritchard Community Center, 404 South Mulberry Street, Elizabethtown, Kentucky.

Commission members present:

Steve Rice, Chairperson

Ken Dozer, Vice Chairperson

Maurice Young

Kyle Souleyrette

Marty Fulkerson, City Council Representative (non-voting member)

Commission members not present:

Kasey McCrary

Staff members present:

Joe Reverman, Planning Director

Aaron Hawkins, Planner II

Commission Attorney Matt Hess

The following matters were considered:

**PLANNING COMMISSION MINUTES
OCTOBER 10, 2023**

APPROVAL OF MINUTES

SEPTEMBER 26, 2023 PLANNING COMMISSION REGULAR MEETING MINUTES

On a motion made by Commissioner Dozer, seconded by Commissioner Souleyrette, the following resolution was adopted.

RESOLVED, that the Planning Commission does hereby **APPROVE** the minutes of its meeting conducted on September 26, 2023.

The vote was as follows:

YES: Commissioners Rice, Dozer, Young, and Souleyrette

NOT PRESENT: Commissioner McCrary

**PLANNING COMMISSION MINUTES
OCTOBER 10, 2023**

COMMERCIAL DESIGN REVIEW AND DEVELOPMENT PLAN for 2419 Tunnel Hill Road

Request: Approval of Commercial Design and Development Plan
Project Name: Community Trust Bank
Location: 2419 Tunnel Hill Road
Owner: Community Trust Bank
Applicant: Community Trust Bank

The Chairperson introduced the agenda item. Commissioner Dozer recused himself due to being employed by Community Trust Bank.

Agency Testimony:

Aaron Hawkins presented the staff report and accompanying PowerPoint presentation. He oriented the Commission with the location of the property, identifying adjoining zoning classifications and developments. The applicant is proposing a bank on this site. The proposed bank will be a one-story building with 3,814 square feet of floor area. Access will come from a single access point off Tunnel Hill Road. Due to the size of the lot, water quality and on-site detention are required. Stormwater will be contained onsite. Utilities are available on-site. A landscape plan that satisfies the requirements of the Zoning Ordinance has been submitted as part of the request. Staff recommends approval of the development plan. No waivers have been requested.

Mr. Hawkins stated the applicant will be improving the road to a minimum of 20 feet in width with curb and gutter on both sides in front of their property. Sidewalks will be installed along the north side of Tunnel Hill Road along their frontage as well as two pedestrian access points, one off Tunnel Hill Road and the other off Ring Road.

Mr. Hawkins reviewed commercial design discussing colors, materials, and elevations. Staff recommends approval of the commercial design. No waivers have been requested.

Commissioner Young asked at which phase of construction will that portion of Tunnel Hill Road be improved. It was stated that the road improvements will be required to be completed prior to obtaining a certificate of occupancy. Councilman Fulkerson asked if the entire portion of Tunnel Hill Road that goes from North Miles Street to Ring Road will be improved or just the section fronting this property. Mr. Hawkins replied they are only responsible for the section in front of their property. Councilman Fulkerson stated the access from Tunnel Hill Road onto Ring Road is not up to City standards and the City has discussed closing that access point onto Ring Road from Tunnel Hill. Councilman Fulkerson also has concerns with only a portion of Tunnel Hill Road being improved. Mr. Reverman stated the City cannot require the property owner to improve that portion of the road and at this time the access onto Ring Road will remain open, but there have been conversations about potentially improving that intersection. Chairperson Rice discussed concerns with KYTC District 4 regarding the access onto Ring Road and inquired about the number of accidents at that location. District 4 stated there are not a high level of accidents at that location and any improvements of Tunnel Hill Road would be the City's responsibility due to Tunnel Hill Road being a city street. Councilman Fulkerson stated he has concerns with more development on this portion of Tunnel Hill Road until the entire length is improved.

**PLANNING COMMISSION MINUTES
OCTOBER 10, 2023**

The following spoke in favor of the request:

Josh Despain, 517 Severn Way, Lexington, KY 40503

Summary of those speaking in favor of the request:

Josh Despain, stated the improvement of the portion of Tunnel Hill Road that fronts their property should begin during the first phase of development.

The following spoke in opposition of the request:

No one spoke in opposition to the request.

Commercial Design Review and Development Plan for Community Trust Bank

On a motion by Commissioner Souleyrette, seconded by Young, the following resolution was adopted based on staff analysis and testimony heard today.

RESOLVED, that the Elizabethtown Planning Commission does hereby **APPROVE** the Commercial Design Review and Development Plan as presented, for Community Trust Bank, 2419 Tunnel Hill Road, with no conditions.

The vote was as follows:

YES: Commissioners Rice, Young, and Souleyrette

NOT PRESENT: Commissioner Dozer and McCrary

Commissioner Dozer returned to the meeting.

**PLANNING COMMISSION MINUTES
OCTOBER 10, 2023**

COMMERCIAL DESIGN REVIEW AND DEVELOPMENT PLAN for 171 Parkway Drive

Request: Approval of Commercial Design and Development Plan with waivers
Project Name: Schardein Mechanical
Location: 171 Parkway Drive
Owner: Schardein Mechanical
Applicant: Schardein Mechanical

Agency Testimony:

The Chairperson introduced the agenda item. Aaron Hawkins presented the staff report and accompanying PowerPoint presentation. He oriented the Commission with the location of the property, identifying adjoining zoning classifications and developments. The applicant is proposing a contractors office for Schardein Mechanical on this site. The proposed building will be 24,942 square feet of total floor area. Customer/employee access will come from an access point off Parkway Drive and material storage/delivery/employee access will come from a secondary access point off Parkway Drive (off the existing temporary cul-de-sac). Stormwater will be handled with the development level detention basin to the north of this site. Utilities are available on-site. Landscaping that meets the requirements of the Zoning Ordinance is proposed for this site.

Mr. Hawkins reviewed commercial design discussing colors, materials, and elevations. Three waivers are being requested. The predominant material on all facades will be metal panels. The applicant is requesting a waiver of Chapter 154.134(A)(1) – Materials and Colors (All facades). With all facades over 100ft in length and no projections or roofline variations on the east and north facades, the applicant is requesting a waiver of Chapter 154.134(B)(2) – Facades and Exterior Walls (All facades) and Chapter 154.134(D)(2) – Roofs (East and North Facades). Staff recommends approval of the commercial design and requested waivers.

Chairperson Rice asked what the height of the building is. Mr. Hawkins stated it is 32 feet tall. Commissioner Young asked what fence material would be used. The fence will be a chain link fence with barbwire. Mr. Hawkins stated that type of fence is permitted in the industrial zone.

The following spoke in favor of the request:

No one spoke in favor of the request.

The following spoke in opposition of the request:

No one spoke in opposition to the request.

Commercial Design Review for 171 Parkway Drive

On a motion by Commissioner Young, seconded by Souleyrette, the following resolution was adopted based on staff analysis and testimony heard today.

WHEREAS, the Elizabethtown Planning Commission (the Commission) finds that there as special circumstances since it is in an industrial park and these waiver requests will not adversely affect the public health, safety, or welfare; and

**PLANNING COMMISSION MINUTES
OCTOBER 10, 2023**

WHEREAS, the Commission finds that the proposed use will act more like an industrial use than a commercial office use;

WHEREAS, the Commission finds that this area is an industrial area and although there will be an office for the business, the majority of the building will have uses like fabricating and storage of mechanical equipment/materials; and

WHEREAS, the Commission finds that there are only three developments in this industrial subdivision. One is an equipment rental business, one is a halfway house, and the other is a concrete plant. With a recent preliminary plat being approved for the remainder of the property as an industrial subdivision, the expectation is that this trend will continue.

RESOLVED, that the Elizabethtown Planning Commission does hereby **APPROVE** the Commercial Design Review for Schardein Mechanical, 171 Parkway Drive, with waivers of Chapter 154.134(A)(1) – Materials and Colors (All facades), Chapter 154.134(B)(2) – Facades and Exterior Walls (All facades), and Chapter 154.134(D)(2) – Roofs (East and North Facades), with no conditions.

The vote was as follows:

YES: Commissioners Rice, Dozer, Young, and Souleyrette

NOT PRESENT: Commissioner McCrary

Development Plan for 171 Parkway Drive

On a motion by Commissioner Souleyrette, seconded by Young, the following resolution was adopted based on staff analysis and testimony heard today.

RESOLVED, that the Elizabethtown Planning Commission does hereby **APPROVE** the Development Plan for Schardein Mechanical, 171 Parkway Drive, with no conditions.

The vote was as follows:

YES: Commissioners Rice, Dozer, Young, and Souleyrette

NOT PRESENT: Commissioner McCrary

**PLANNING COMMISSION MINUTES
OCTOBER 10, 2023**

Director's Report:

The Chairperson introduced the agenda item. Joe Reverman gave the Commission updates on downtown improvements, reviewed the October 24 Planning Commission agenda, and provided updates on other developments in the city. Mr. Reverman also reviewed construction costs for the previous month and the number of permits issued by the department.

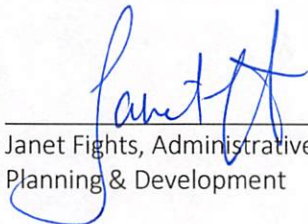
Commission Member Items:

The Chairperson introduced the agenda item. Commissioner Young asked if there had been any conversation between the builders and staff about the requirement to improve substandard roads along new developments. Mr. Reverman stated the requirement to improve the roads to 20ft is already required in the fire code and staff are looking into modifying that portion of the subdivision text amendments. Chairperson Rice asked if a certificate of occupancy has been issued for the residential storage units at the former Movie Palace site. Mr. Reverman stated a final certificate of occupancy has not been issued. The Chairperson also asked about the timeline for repaving the roads where HCWD No. 2 recently did work in the downtown and West Dixie area. Mr. Reverman said he would look into that.

Adjournment:

There being no further items to discuss, Commissioner Dozer made a motion to adjourn, seconded by Souleyrette. The Chairperson declared the meeting adjourned at 6:42 p.m.

Prepared by:



Janet Fights, Administrative Secretary
Planning & Development

Attachment & Exhibits
DVD of the meeting available for review

ADOPTED AND APPROVED

24 day of Oct, 2023



Steve Rice, Chairperson
Elizabethtown Planning Commission