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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
July 22, 2025
6:00 p.m.
Pritchard Community Center, 404 S. Mulberry Street

1. Call to Order
2. Approval of Minutes – July 8, 2025
3. Development Plan with Commercial Design Review for L & N Federal Credit Union
Location: 1604 Ring Road
4. Public Hearing No. 2025-PC-12
Annexation Zoning Assignment
Location: 1331 Hayden School Road
5. Public Hearing No. 2025-PC-13
Zoning Map Amendment and Amended Development Plan
Location: 201 North Main Street
6. Public Hearing No. 2025-PC-15
Zoning Map Amendment
Location: 202 North Main Street
8. Commission Member Items
9. Adjournment



MEETING MINUTES OF THE ELIZABETHTOWN PLANNING COMMISSION
JULY 22, 2025

A meeting of the Elizabethtown Planning Commission was held on July 22, 2025 at 6:00 p.m. at the Pritchard Community Center, 404 South Mulberry Street, Elizabethtown.

Commission members present:

Steve Rice, Chairperson

Kasey McCrary

Maurice Young

Kyle Souleyrette

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

Commission members absent:

Ken Dozer, Vice Chairperson

Staff members present:

Joe Reverman, Planning Director

Aaron Hawkins, Senior Planner

Madeline Drake, City Planner

Commission Attorney Matt Hess

The following matters were considered:

PLANNING COMMISSION MINUTES
JULY 22, 2025

APPROVAL OF MINUTES

JULY 8, 2025, PLANNING COMMISSION REGULAR MEETING MINUTES

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

RESOLVED, that the Elizabethtown Planning Commission does hereby **APPROVE** the minutes of its meeting conducted on July 8, 2025.

The vote was as follows:

YES: Commissioners Rice, McCrary, Young, and Souleyrette

NOT PRESENT: Commissioner Dozer

**PLANNING COMMISSION MINUTES
JULY 22, 2025**

DEVELOPMENT PLAN WITH COMMERCIAL DESIGN REVIEW for 1604 Ring Road

Request: Development Plan and Commercial Design Review
Project Name: L & N Federal Credit Union
Location: 1604 Ring Road
Owner: L & N Federal Credit Union
Applicant: L & N Federal Credit Union

Agency Testimony:

The Chairperson introduced the agenda item. Madeline Drake presented the staff report and accompanying PowerPoint presentation. She oriented the Commission to the location of the property and identified nearby zoning classifications and uses. The applicant is requesting to convert the building into a bank. A portion of the building will be demolished to allow for the addition of a drive-thru. Access will continue to come through a shared access easement with Verizon Wireless off Brenda Lane. Stormwater will continue to be piped to a collection system on Ring Road. Water and sewer are available on site. A landscape plan that meets the requirements of the Zoning Ordinance has been submitted. Staff recommend approval of the amended development plan and amended landscape plan with no conditions.

The building will be predominantly brick with accents of a stone skirt and EIFS trim on all four sides. The applicant is proposing to demolish 2,812 square feet of floor area, mostly in the rear, for the addition of the drive-thru. The remainder of the building will be remodeled. Staff recommend approval of the commercial design review with no conditions.

The Commission had no questions of staff.

Those speaking on the request:

No one spoke on this request.

Commercial Design Review for L & N Federal Credit Union located at 1604 Ring Road

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

Now, therefore be it **RESOLVED**, that the Elizabethtown Planning Commission does hereby **APPROVE** the Commercial Design Review for L & N Federal Credit Union, located at 1604 Ring Road, with no conditions.

The vote was as follows:

YES: Commissioners Rice, McCrary, Young, and Souleyrette

NOT PRESENT: Commissioner Dozer

PLANNING COMMISSION MINUTES
JULY 22, 2025

Development Plan for L & N Federal Credit Union located at 1604 Ring Road

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

Now, therefore be it **RESOLVED**, that the Elizabethtown Planning Commission does hereby **APPROVE** the Development Plan for L & N Federal Credit Union, located at 1604 Ring Road, with no conditions.

The vote was as follows:

YES: Commissioners Rice, McCrary, Young, and Souleyrette

NOT PRESENT: Commissioner Dozer

**PLANNING COMMISSION MINUTES
JULY 22, 2025**

PUBLIC HEARING No. 2025-PC-12

Request:	Annexation Zoning Assignment for proposed annexation
Project Name:	Hayden School Road Property
Location:	1331 Hayden School Road
Owner:	Diane Matherly Trust, ETAL
Applicant:	City of Elizabethtown

The Chairperson introduced the agenda item and opened the public hearing at 6:08 p.m. Matt Hess administered the oath to all those who intended to testify.

Agency Testimony:

Joe Reverman presented the staff report and accompanying PowerPoint presentation. Mr. Reverman oriented the Commission with the location of the property and identified nearby zoning classifications and uses. The property, located at 1331 Hayden School Road, contains approximately 87.433 acres. Also included in the proposed annexation is approximately 3,300 feet of Hayden School Road from the existing City boundary at Kessel Run to Cecilia Road. This annexation would annex Hayden School Road adjacent to this property. However, Cecilia Road would remain in the County. A zoning district classification of R-2, Suburban Residential is recommended for this property.

The Commission had no questions of staff.

Those speaking in favor of the request:

Kevin Addington, 870 West Park Road, Elizabethtown, KY 42701

Summary of those speaking in favor:

Kevin Addington, part owner of the property, gave a brief history of how his family acquired the property and feels the recommendation of a residential zoning classification is appropriate.

Those speaking in opposition to the request:

Donald Heath, 946 Hayden School Road, Elizabethtown, KY 42701

Summary of those speaking in opposition:

Donald Heath is opposed to additional development in this area due to the adjacent neighborhood, Ashton Park, causing excessive drainage and flooding onto his property. Mr. Reverman stated the City would have the stormwater department look into the drainage and flooding issues and that stormwater runoff should not be more than pre-development.

Commission Discussion:

Commissioner McCrary and Chairperson Rice feel the recommended zoning designation of R-2 is appropriate for the property proposed for annexation.

**PLANNING COMMISSION MINUTES
JULY 22, 2025**

Hearing No. 2025-PC-12

Annexation Zoning Assignment for 1331 Hayden School Road

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

WHEREAS, the Elizabethtown Planning Commission (Commission) finds that Goal 1 of the Envision Elizabethtown 2040 Comprehensive Plan (Plan) calls to identify and acquire appropriate property for future growth, and to expand infrastructure to facilitate development; and

WHEREAS, the Commission finds Goal 2 of the Plan calls for the responsible expansion and improvement of infrastructure, and Goal 4 of the Plan encourages the City to plan for growth by expanding the existing City limits in a fiscally responsible way; and

WHEREAS, the Commission finds that the annexation was requested by the property owner, and all proper notification was provided to nearby property owners; and

WHEREAS, the Commission finds the Hardin County Government was provided proper notification of the proposed annexation; and

WHEREAS, the Commission finds that assignment of a zoning district should comply with the goals, objectives, policies, guidelines, and recommended land use map of the Plan, and that the property is located in Sub Area 13: Industrial Park, of the recommended land use map of the Plan, and within Targeted Planning Areas E; and

WHEREAS, the Commission finds that utilities necessary for development are available for extension, and developers of the property will be required to extend these utilities to serve the property; and

WHEREAS, the Commission finds that the property proposed for annexation is recommended for a suburban residential zoning district; and

WHEREAS, the Commission finds that community-wide guidelines, and sub area guidelines of the Plan will be applied during development of the properties.

Now, therefore be it **RESOLVED** that the Elizabethtown Planning Commission does hereby **RECOMMEND** to the Elizabethtown City Council a zoning assignment of R-2, Suburban Residential, for the proposed annexation area.

The vote was as follows:

YES: Commissioners Rice, McCrary, Young, and Souleyrette

NOT PRESENT: Commissioner Dozer

**PLANNING COMMISSION MINUTES
JULY 22, 2025**

PUBLIC HEARING No. 2025-PC-13

Request:	Zoning Map Amendment & Development Plan
Project Name:	Elizabethtown Tourism and Convention Bureau
Location:	201 North Main Street
Owner:	Elizabethtown Tourism and Convention Bureau
Applicant:	Elizabethtown Tourism and Convention Bureau

The Chairperson introduced the agenda item and opened the public hearing at 6:34 p.m. Commissioner Souleyrette recused himself from this hearing and left the meeting room.

Agency Testimony:

Madeline Drake presented the staff report and accompanying PowerPoint presentation. She oriented the Commission with the location of the property and identified nearby zoning classifications and uses. The request for a zone change is being made to allow for future expansion and flexibility in use. Staff recommend approval of the zone change from C-1 to C-5.

The development plan shows a 257 square foot addition to the building and a redesigned parking lot and landscape. A total of 13 parking spaces are shown. All utilities are available on site. Access will come from a single point off Quince Alley. Staff recommend approval of the development plan with no conditions.

The Commission had no questions of staff.

Those speaking in favor of the request:

Janna Clark, 201 North Main Street, Elizabethtown, KY 42701

Summary of those speaking in favor:

Janna Clark, Executive Director of Elizabethtown Tourism, discussed tourism moving from their previous location on North Mulberry Street to the downtown area. Mrs. Clark noted the property is on the National Historic Registry as the “David May House” and is looking forward to working with the Kentucky Arts Council and the Kentucky Heritage Council to host events at the house. Mrs. Clark also shared her desire for the property to join the downtown walking tour.

Commissioner McCrary asked if the request for a change in zoning was driven by the interest in possibly joining the HUB. Mrs. Clark responded by saying there is interest, and that being part of the HUB presents the opportunity to be included in the walking tour and provide space for other events.

Those speaking in opposition to the request:

No one spoke in opposition to the request.

**PLANNING COMMISSION MINUTES
JULY 22, 2025**

Hearing No. 2025-PC-13

Zoning Map Amendment for 201 North Main Street

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

WHEREAS, the Elizabethtown Planning Commission (Commission) finds the proposed zoning map amendment from C-1, Neighborhood Office, to C-5, Downtown Mixed Use, complies with the Envision Elizabethtown 2040 Comprehensive Plan (Plan); and

WHEREAS, the Commission finds that the proposal complies with the Community-Wide Development Policies of the Plan, that the proposal is for the reuse of an existing structure, that the size and scale of a C-5 use is compatible with the surrounding downtown mixed uses, and that water and sanitary sewer are available to the property with adequate pressure for commercial use; and

WHEREAS, the Commission finds the proposal complies with the Recommended Land Use Plan, that the Recommended Land Use Plan designates this property as Downtown Mixed Use, that the C-5 zoning district allows Downtown Mixed Uses, that the size and scale of a use in the C-5 zone would reflect the character and style of surrounding C-5 properties; and

WHEREAS, the Commission finds the proposal complies with the Sub Area guidelines of the Plan, that the property is located in the Downtown Sub Area (Sub Area 10), that access to the property will now be limited, that connectivity to adjacent commercial and residential properties is provided through existing and recently improved and installed public sidewalks, that this property abuts existing downtown C-5 properties and provides transition to adjacent residential areas, and that there are no proposed alterations to the historic character of the building.

Now, therefore be it **RESOLVED** that the Elizabethtown Planning Commission does hereby **RECOMMEND** to the Elizabethtown City Council that the Zoning Map Amendment from C-1 to C-5 for property located at 201 North Main Street, be **APPROVED**.

The vote was as follows:

YES: Commissioners Rice, McCrary, and Young

NOT PRESENT: Commissioners Dozer and Souleyrette

PLANNING COMMISSION MINUTES
JULY 22, 2025

Development Plan for Elizabethtown Tourism and Convention Bureau located at 201 North Main Street

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

Now, therefore be it **RESOLVED**, that the Elizabethtown Planning Commission does hereby **APPROVE** the Development Plan for Elizabethtown Tourism and Convention Bureau, for property located at 201 North Main Street, with no conditions.

The vote was as follows:

YES: Commissioners Rice, McCrary, and Young

NOT PRESENT: Commissioners Dozer and Souleyrette

Chairperson Rice closed the hearing at 6:50 p.m.

Commissioner Souleyrette returned to the meeting.

**PLANNING COMMISSION MINUTES
JULY 22, 2025**

PUBLIC HEARING No. 2025-PC-15

Request:	Zoning Map Amendment with Development Plan
Project Name:	Lonneman and Associates Law Office
Location:	202 North Main Street
Owner:	Phyllis Lonneman
Applicant:	Phyllis Lonneman

The Chairperson introduced the agenda item and opened the public hearing at 6:51 p.m.

Agency Testimony:

Madeline Drake presented the staff report and accompanying PowerPoint presentation. She oriented the Commission on the location of the property and identified nearby zoning classifications and uses. The request is to allow the conversion of a single-family residential structure into an office use. Staff recommend approval of the zone change request from R-6 to C-1.

The development plan shows the removal of a site entrance and foundation for a previously demolished accessory structure and the addition of six parking spaces which will be shared through an access and parking agreement. A 60 sqft addition is being proposed on the east side of the building. Access will come from the single shared access point off East Memorial drive. Utilities are available onsite. Stormwater will be directed to the rear of the property towards the lake. Staff recommend approval of the development plan with conditions.

The Commission had no questions of staff.

Those speaking in favor of the request:

Mike Billings, 315 South Mulberry Street, Elizabethtown, KY 42701

Summary of those speaking in favor of the request:

Mike Billings stated he was present to answer any questions. The Commission had no questions of Mr. Billings.

Those speaking in opposition to the request:

No one spoke in opposition to the request.

**PLANNING COMMISSION MINUTES
JULY 22, 2025**

Hearing No. 2025-PC-15

Zoning Map Amendment for 202 North Main Street

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

WHEREAS, the Elizabethtown Planning Commission (Commission) finds the proposed zoning map amendment from R-4, Urban Residential, General, to C-5, Downtown Mixed Use, complies with the Envision Elizabethtown 2040 Comprehensive Plan (Plan); and

WHEREAS, the Commission finds that the proposal complies with the Community-Wide Development Policies of the Plan, that the proposal is for the reuse of an existing structure, that the size and scale of a C-5 use is compatible with the surrounding downtown mixed uses, and that water and sanitary sewer are available to the property with adequate pressure for commercial use; and

WHEREAS, the Commission finds the proposal complies with the Recommended Land Use Plan, that the Recommended Land Use Plan designates this property as Downtown Mixed Use, that The C-5 zoning district supports an office, which is permitted as a Downtown Mixed Use, that the size and scale of a use in the C-5 zone would reflect the character and style of surrounding C-5 properties; and

WHEREAS, the Commission finds the proposal complies with the Sub Area guidelines of the Plan, that the property is located in the Downtown Sub Area (Sub Area 10), that access to the property will not change, that connectivity to adjacent commercial and residential properties is provided through existing and recently improved public sidewalks, that this property abuts existing downtown C-5 properties and provides transition to adjacent residential areas, and that the proposal will not alter the historic character of the building.

Now, therefore be it **RESOLVED** that the Elizabethtown Planning Commission does hereby **RECOMMEND** to the Elizabethtown City Council that the Zoning Map Amendment from R-4 to C-5, for property located at 202 North Main Street, be **APPROVED**.

The vote was as follows:

YES: Commissioners Rice, McCrary, Young, and Souleyrette

NOT PRESENT: Commissioner Dozer

PLANNING COMMISSION MINUTES
JULY 22, 2025

Development Plan for Lonneman and Associates Office located at 202 North Main Street

On a motion by Commissioner McCrary, seconded by Souleyrette, 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 Lonneman and Associates Office, for property located at 202 North Main Street, with no conditions.

The vote was as follows:

YES: Commissioners Rice, McCrary, Young, and Souleyrette

NOT PRESENT: Commissioner Dozer

The Chairperson closed the hearing at 7:02 p.m.

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JULY 22, 2025

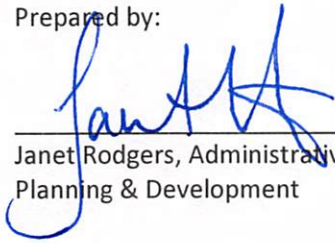
Commission Member Items:

The Chairperson introduced the agenda item. Commissioner McCrary requested staff provide more information regarding public hearings and developments that will need recommendation or approval by the Commission.

Adjournment:

There being no further items to discuss, Commissioner Souleyrette made a motion to adjourn with a second by Commissioner McCrary. The Chairperson declared the meeting adjourned at 8:23 p.m.

Prepared by:



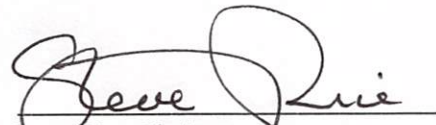
Janet Rodgers, Administrative Secretary
Planning & Development

Attachment & Exhibits

DVD of the meeting available for review

ADOPTED AND APPROVED

12 day of August, 2025



Steve Rice, Chairperson
Elizabethtown Planning Commission