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Commission Members
Steve Rice, Chairperson
Ken Dozer, Vice Chairperson
Kendra Scott
Kasey McCrary
Maurice Young

CITY OF ELIZABETHTOWN PLANNING AND DEVELOPMENT

**ELIZABETHTOWN PLANNING COMMISSION
REGULAR MEETING AGENDA
JANUARY 10, 2023
6:00 P.M.**

1. Call to Order
2. Approval of Minutes – December 13, 2022
3. Public Hearing No. 2023-PC-01
Annexation Zoning Assignment for property located at 1203 Saint John Road
4. Preliminary Subdivision Plat of War Eagle Place, Section 2
5. Commercial Design for Navy Federal Credit Union located at 4326 North Dixie Avenue
6. Director's Report
7. Commission Member Items
8. Adjournment



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

A meeting of the Elizabethtown Planning Commission was held on January 10, 2023 at 6:00 p.m. at City Hall in the 2nd floor Council Chambers, located at 200 West Dixie Avenue, Elizabethtown.

Commission members present:

Ken Dozer, Vice Chairperson

Kendra Scott

Kasey McCrary

Maurice Young

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

Commission members absent:

Steve Rice, Chairperson

Staff members present:

Joe Reverman, Planning Director

Aaron Hawkins, Planner

Matt Hess, Commission Attorney

The following matters were considered:

**PLANNING COMMISSION MINUTES
JANUARY 10, 2023**

APPROVAL OF MINUTES

DECEMBER 13, 2022 PLANNING COMMISSION REGULAR MEETING MINUTES

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

RESOLVED, that the Planning Commission does hereby **APPROVE** the minutes of its meeting conducted on December 13, 2022.

The vote was as follows:

YES: Commissioners Dozer, Scott, McCrary, and Young

NOT PRESENT: Commissioner Rice

**PLANNING COMMISSION MINUTES
JANUARY 10, 2023**

PUBLIC HEARING NO. 2023-PC-01

Request: Annexation Zoning Assignment
Location: 1203 Saint John Road
Owner: Crossroads Baptist Church
Applicant: City of Elizabethtown

The Vice Chairperson introduced the agenda item and opened the public hearing at 6:02 p.m. Chairperson Rice presented the hearing procedures. Matt Hess administered the oath to all those intending to testify at the hearing.

Ed Poppe reviewed the KRS 100 notification requirements and introduced into the record the Elizabethtown Comprehensive Plan, Subdivision Regulations, Zoning Ordinance, map amendment application and all attachments, staff report, and accompanying PowerPoint presentation.

Agency Testimony:

Ed Poppe oriented the Commission with the location of the property and identified nearby zoning classifications and uses. The site is within the Ring Road West and Urban Neighborhood West Sub Areas and is in a transition area. The Recommended Land Use Map designates the property as Urban Residential, which includes single-family residential uses, but could also include duplex and multi-family residential uses. With the location along a major arterial and plan recommendation for higher density in the future due to the need for housing choices, would justify a higher density-zoning district in the future when consolidated with the adjoining property owned by the church. Mr. Poppe stated based on the goals and objectives and the Recommended Land Use Patterns for this area in the plan, the recommended zoning district classification is R-2 Suburban Residential, General.

The following spoke in favor of the request:

No one spoke in favor of the request.

Summary of testimony of those in opposition:

No one spoke in opposition.

Questions:

Raymond Thomas had questions about the proposed use of the property. Mr. Poppe answered since the church recently moved to 801 North Black Branch Road, they may intend to sell this property once it is annexed into the City.

Deliberation:

The Commission members felt the proposed zoning classification was appropriate for the area.

**PLANNING COMMISSION MINUTES
JANUARY 10, 2023**

Annexation Zoning Assignment for 1203 Saint John Road

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

WHEREAS, the Elizabethtown Planning Commission finds that major utilities have been put in place (water, sanitary sewer, and electric); and

WHEREAS, the Elizabethtown Planning Commission finds that the access to the area will be improved in the near future with the expansion of KY 1357 (Saint John Road) which is a major arterial road; and

WHEREAS, the Elizabethtown Planning Commission finds that the property is adjacent to existing institutional (G.C. Burkhead Elementary School) and residential uses; and

WHEREAS, the Elizabethtown Planning Commission finds that the site lies within the Ring Road West (Area 7) and Urban Neighborhood West (Area 8) Sub Areas.

RESOLVED, that the Elizabethtown Planning Commission does hereby **RECOMMEND** to the Elizabethtown City Council the annexation zoning assignment of R-2 Suburban Residential, General be **APPROVED**.

The vote was as follows:

YES: Commissioners Dozer, Scott, McCrary, and Young

NOT PRESENT: Commissioner Rice

Vice Chairperson Dozer closed the hearing at 6:28 p.m.

**PLANNING COMMISSION MINUTES
JANUARY 10, 2023**

PRELIMINARY SUBDIVISION PLAT for 851 Ring Road

Request: Approval of Preliminary Subdivision Plat
Project Name: War Eagle Place, Section 2
Location: 851 Ring Road
Owner: War Eagle, LLC & Rick Thomas
Applicant: War Eagle, LLC & Rick Thomas

Agency Testimony:

The Vice Chairperson introduced the agenda item. Aaron Hawkins presented the staff report and accompanying PowerPoint presentation. He oriented the Commission with the location of the subdivision, reviewing the adjoining zoning classifications and developments. The plat proposes three lots; subdividing the existing Lot 3 into two lots and platting the existing parcel in the rear that is currently unplatted. Mr. Hawkins also noted the plat creates a new city (temporary) cul-de-sac street to provide access for the three lots. He also discussed transportation and street design, utilities, drainage, and access.

The following spoke in favor of the request:

No one spoke in favor.

The following spoke in opposition of the request:

No one spoke in opposition.

Deliberation:

The Commission asked about the shared access easement between the E-town Animal Hospital, which adjoins this property, and access points off Ring Road.

On a motion by Commissioner McCrary, seconded by Commissioner Young, the Elizabethtown Planning Commission does hereby **APPROVE** the preliminary subdivision plat for War Eagle Place, Section 2.

The vote was as follows:

YES: Commissioners Dozer, Scott, McCrary, and Young

NOT PRESENT: Commissioner Rice

**PLANNING COMMISSION MINUTES
JANUARY 10, 2023**

COMMERCIAL DESIGN REVIEW for 4326 North Dixie Avenue

Request: Approval of commercial design review and waivers
Project Name: Navy Federal Credit Union
Location: 4326 North Dixie Avenue
Owner: Hogan Holdings 98, LLC
Applicant: Hogan Holdings 98, LLC

Agency Testimony:

The Vice Chairperson introduced the agenda item. Aaron Hawkins presented the staff report and accompanying PowerPoint presentation. He oriented the Commission with the location of the site, reviewing the adjoining zoning classifications and developments. He stated the applicant is proposing to develop the property in two phases. Phase one will be a Navy Federal Credit Union and phase two will be a retail strip center. Mr. Hawkins also reviewed access points, utilities, and waiver requests. Staff approves the waiver request for facades and exterior walls with no conditions, but recommends denial of the waiver for trash enclosure material.

Mr. Hawkins presented the development plan. He stated the plans have been reviewed by all appropriate departments and jurisdictions and are in compliance with most requirements.

The Commission had questions about the trash enclosure location and the landscape buffer between phase one and phase two, and parking.

Those speaking in favor of the request:

Brandy Zackery, 1136 South Park Drive, Bowling Green, KY 42103
Justin Phelps, 9300 Shelbyville Road, Louisville, KY 40222

Summary of those speaking in favor of the request:

Brandy Zackery, ACES, discussed the distance of the trash enclosure from North Dixie Avenue and said it would be hidden by landscaping. Justin Phelps, Hogan Real Estate, discussed materials and maintenance on the trash enclosure.

Deliberation:

The Commission discussed the trash enclosure and maintenance involved if they decided to paint it.

Commercial Design Review Guidelines

On a motion by Commissioner McCrary, seconded by Scott 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 guidelines with a waiver of Section 4.4.2 for animating features along 60% of the north and east facades and **DENY** a waiver of Section 4.5.6 for the trash enclosure being a material other than the predominant building material.

**PLANNING COMMISSION MINUTES
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The vote was as follows:

YES: Commissioners Dozer, Scott, McCrary, and Young

NOT PRESENT: Commissioner Rice

Development Plan

On a motion by Commissioner McCrary, seconded by Scott 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 Navy Federal Credit Union on condition that the applicant obtain approval of improvement plans from the City Engineering Department and obtain approval of encroachment plans from the KY Transportation Department regarding entrances and a left turn lane on southbound North Dixie Avenue.

The vote was as follows:

YES: Commissioners Dozer, Scott, McCrary, and Young

NOT PRESENT: Commissioner Rice

**PLANNING COMMISSION MINUTES
JANUARY 10, 2023**

Director's Report:

The Vice Chairperson introduced the agenda item. Joe Reverman discussed housing needs in the area, the nationwide housing shortage, and construction costs. He also discussed scheduling a joint meeting with the Hardin County Planning and Development Department.

Commission Member Items:

The Vice Chairperson introduced the agenda item. Vice Chairperson Dozer praised the City's Stormwater Department for the proactive work they have done around the City regarding flooding and drainage maintenance.

Adjournment:

There being no further items to discuss, Commissioner McCrary made a motion to adjourn with a second by Commissioner Scott. Chairperson Rice declared the meeting adjourned at 7:39 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 January, 2023



Ken Dozer, Vice Chairperson
Elizabethtown Planning Commission

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ELIZABETHTOWN PLANNING COMMISSION
JANUARY 10, 2023

NAME

ADDRESS

BRANDY ZACKERY	1136 South Park Drive, Bowling Green, Ky 42103
Raymond E Thomas	6770 St John Rd Etown Ky 42701
Joe Reverman	
Aaron Hawkins	
Mike Billings	315 S Mulberry St Etown
Justin Phillips	9300 Steelbyville Rd Cov. KY 40222
ED POPPE	
Julia Springsteen	Etown
Mark Nall	1863 St. John Ch Rd

