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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 11, 2023

6:00 P.M.

CITY HALL, COUNCIL CHAMBERS, 200 WEST DIXIE AVENUE

1. Call to Order
2. Approval of Minutes – June 27, 2023
3. Development Plan and Commercial Design Review, with waivers, for Cheetah Clean Car Wash
Location: 101 Menards Way
4. Development Plan and Commercial Design Review, with waivers, for Goodman HVAC Sales
Location: 1110 Alex Drive
5. Director's Report
6. Commission Member Items
7. Adjournment



**MEETING MINUTES OF THE ELIZABETHTOWN PLANNING COMMISSION
JULY 11, 2023**

A meeting of the Elizabethtown Planning Commission was held on July 11, 2023 at 6:00 p.m. in the Council Chambers in City Hall, 200 West Dixie Avenue, Elizabethtown.

Commission members present:

Steve Rice, Chairperson

Ken Dozer, Vice Chairperson

Kasey McCrary

Maurice Young

Kyle Souleyrette

Julia Springsteen, City Council Representative (non-voting member)

Staff members present:

Joe Reverman, Planning Director

Jim Shaw, Senior Planner

Matt Hess, Commission Attorney

The following matters were considered:

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OATH OF OFFICE FOR KYLE SOULEYRETTE

Matt Hess administered the oath to new Commission member Kyle Souleyrette.

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APPROVAL OF MINUTES

JUNE 27, 2023 PLANNING COMMISSION REGULAR MEETING MINUTES

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

RESOLVED, that the Planning Commission does hereby **APPROVE** the minutes of its meeting conducted on June 27, 2023.

The vote was as follows:

YES: Commissioners Rice, Dozer, McCrary, Young, and Souleyrette

**PLANNING COMMISSION MINUTES
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DEVELOPMENT PLAN and Commercial Design Review for Cheetah Car Wash

Request: Approval of Development Plan and Commercial Design Review & Waiver Request
Project Name: Cheetah Car Wash
Location: 101 Menards Way
Owner: Menard, Inc.
Applicant: Cheetah Clean Holding Company, LLC

Agency Testimony:

The Chairperson introduced the agenda item. Jim Shaw presented the staff report and accompanying PowerPoint presentation. He oriented the Commission with the location of the property and identified nearby zoning classifications and uses. The Commission granted conditional approval for this full-service car wash project at its May 9, 2023, meeting. At that time, it was understood that pavement could be placed within the pipeline easement that runs nearly parallel to Ring Road. It has come to the staff's attention that the restrictions on the Energy Transfer LP easement only allow turf grass. Due to that restriction, Cheetah Clean will be acquiring an additional 0.5 acre and reorienting the development. The overall design is largely unchanged except for being rotated approximately 90 degrees. There will still be only one entrance on Menards Way, and it has been shifted further to the northeast. Vehicles will queue along the northwest side of the building and enter the southwest end. Mr. Shaw reviewed the overall design, building materials, colors, and landscaping. Staff recommends approval of the Commercial Design Guideline Review and the requested waivers for Section 154.135(C)(3), Parking Lot Orientation, and Section 154.135(E)(3), VUA Landscaping.

Mr. Shaw presented the development plan. The development plan and landscape plan were filed as part of the requirements for commercial design review. These plans have been reviewed by all appropriate departments and jurisdictions and they comply with most requirements. Staff recommends approval of the development and landscape plan conditioned upon approval and recording of an amended record plat for the property.

Commissioner McCrary asked if they plan to cover the vacuum area of the car wash. Mr. Shaw stated the plan does not indicate a covering. Chairperson Rice asked if more landscaping could be provided along the Ring Road portion of the development. Mr. Shaw stated they are fully meeting the landscaping requirements. Commissioner McCrary asked about possibly requesting a 5ft hedge instead of a 3ft hedge along Ring Road. Mr. Shaw stated if they plant the right variety, such as boxwoods, they would probably reach 5ft in a few years.

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.

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Commercial Design Review

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

WHEREAS, the Elizabethtown Planning Commission (the Commission) finds that there are special circumstances because full-service car washes require a specific site design that does not have the flexibility of other commercial uses. The site cannot be reconfigured to avoid parking in the principal front yard. Requiring a landscape island in the vacuum area would reduce the usefulness of the adjacent parking spaces; and

WHEREAS, the Commission finds that the perimeter landscaping that is required adjacent to the vacuum area is being provided. The loss of one island will not be significant.

RESOLVED, that the Elizabethtown Planning Commission does hereby **APPROVE** the Commercial Design Review Guidelines with waivers of Section 154.135(C)(3) – Parking Lot Orientation and Section 154.135(E)(3) – VUA Landscaping.

The vote was as follows:

YES: Commissioners Rice, Dozer, McCrary, Young, and Souleyrette

Development Plan

On a motion by Commissioner McCrary, seconded by Dozer, 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 and Landscape Plan, with the following condition:

1. Approval and recording of an amended record plat for the property.

The vote was as follows:

YES: Commissioners Rice, Dozer, McCrary, Young, and Souleyrette

**PLANNING COMMISSION MINUTES
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DEVELOPMENT PLAN and Commercial Design Review for Goodman HVAC Sales

Request: Approval of Development Plan and Commercial Design Review & Waiver Requests
Project Name: Goodman HVAC Sales
Location: 1110 Alex Drive
Owner: Owen’s Family, LLC
Applicant: Owen’s Family, LLC

Agency Testimony:

The Chairperson introduced the agenda item. Jim Shaw presented the staff report and accompanying PowerPoint presentation. He oriented the Commission with the location of the property and identified nearby zoning classifications and uses. The proposed development is for Goodman, a manufacturer of heating and air conditioning equipment, which offers retail sales of equipment and parts. One access point will be provided on Alex Drive to serve the parking area and truck loading docks. Thirty parking spaces are proposed – just over half the number required for specialty retail. A waiver is requested due to the large percentage of the building that will be used for storage. Mr. Shaw reviewed the overall design, building materials, colors, and landscaping. Staff recommends approval of the Commercial Design Guideline Review and waivers for Section 154.134(A)(1) – Materials and Colors, Section 154.134(B)(2) – Facades and Exterior Walls, and Section 154.134(D)(2) – Roofs.

Mr. Shaw presented the development plan. The development plan and landscape plan were filed as part of the requirements for commercial design review. These plans have been reviewed by all appropriate departments and jurisdictions and they comply with most requirements. Staff recommends approval of the development plan and parking waiver conditioned upon approval and recording of an amended record plat for the property.

Commissioner McCrary asked how often semis would be traveling along Alex Drive to make deliveries. Mark Nett, the applicant, stated there would be very little use for semis and deliveries will mainly be brought in by box trucks. Commissioner McCrary asked what the proper procedure is if there is a demand for additional parking. Mr. Shaw stated staff would reach out to the applicant to review the development plan and make any necessary changes.

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.

Commercial Design Review

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

WHEREAS, the Elizabethtown Planning Commission (the Commission) finds that there are special circumstances because of the proposed use requires a significant amount of storage space; and

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WHEREAS, the Commission finds that the proposed building design will not be out of character with the nearby commercial buildings; and

WHEREAS, the Commission finds that landscaping will be provided to reduce the impact of the building.

RESOLVED, that the Elizabethtown Planning Commission does hereby **APPROVE** the Commercial Design Review Guidelines with waivers of Section 154.134(A)(1) – Materials and Colors, Section 154.134(B)(2) – Facades and Exterior Walls, and Section 154.134(D)(2) – Roofs.

The vote was as follows:

YES: Commissioners Rice, Dozer, McCrary, Young, and Souleyrette

Development Plan

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 and Landscape Plan with a parking waiver to reduce the minimum spaces required from 58 spaces to 30, a 48% waiver, with the following condition:

1. Approval and recording of an amended record plat for the property.

The vote was as follows:

YES: Commissioners Rice, Dozer, McCrary, Young, and Souleyrette

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Director's Report:

The Chairperson introduced the agenda item. Joe Reverman announced the department will be hiring an additional electrical inspector and an additional building inspector. Mr. Reverman stated since January 2022 the Planning Commission has approved approximately 4,900 multifamily units, of which approximately 1,150 of those units being permitted, along with 200 single family homes permitted. Mr. Reverman also provided updates on current and proposed state road projects and reviewed proposed agenda items and the upcoming meeting schedule.

Commission Member Items:

The Chairperson introduced the agenda item. Commissioner Young asked what prevents the Commissioners from deliberating in private during public hearing agenda items. Commission Attorney Matt Hess stated the Planning Commission is governed by open meetings and while there are certain circumstances that would allow private deliberation, for transparency purposes, the Commission has usually deliberated in an open setting. Commissioner McCrary would like staff to research and provide recommendations on regulating drive-through traffic in certain areas to encourage more pedestrian traffic.

Adjournment:

Commissioner Souleyrette, made a motion to adjourn with a second by Commissioner Dozer, the Chairperson declared the meeting adjourned at 7:05 p.m.

Prepared by:

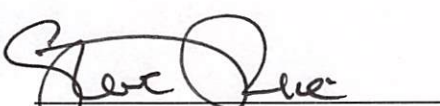


Janet Fights, Administrative Secretary
Planning & Development

Attachment & Exhibits
DVD of the meeting available for review

ADOPTED AND APPROVED

8th day of August, 2023



Steve Rice, Chairperson
Elizabethtown Planning Commission