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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

JUNE 11, 2024

6:00 P.M.

PRITCHARD COMMUNITY CENTER, 404 S. MULBERRY STREET

1. Call to Order
2. Approval of Minutes – May 14, 2024
3. Public Hearing No. 2024-PC-08
  - Zoning Map Amendment, R-5 Urban Residential, Mixed and R-6 High Density Residential to PNR-2 Planned Neighborhood Residential-2
  - Master PlanLocation: 3500 Leitchfield Road  
***This case will not be heard at this meeting***
4. Development Plan and Commercial Design Guidelines Review for Scooter's Coffee  
Location: 901 North Mulberry Street
5. Preliminary Plat for Keplinger Subdivision  
Location: 1305 Pear Orchard Road
6. Director's Report
7. Commission Member Items
8. Adjournment



**MEETING MINUTES OF THE ELIZABETHTOWN PLANNING COMMISSION  
JUNE 11, 2024**

A meeting of the Elizabethtown Planning Commission was held on June 11, 2024 at 6:00 p.m. at the Pritchard Community Center, 404 South Mulberry Street, Elizabethtown.

**Commission members present:**

Steve Rice, Chairperson

Ken Dozer, Vice Chairperson

Kasey McCrary

Maurice Young

Kyle Souleyrette

**Staff members present:**

Joe Reverman, Planning Director

Aaron Hawkins, Planner II

Madeline Drake, Planner I

Matt Hess, Commission Attorney

The following matters were considered:

**PLANNING COMMISSION MINUTES  
JUNE 11, 2024**

**APPROVAL OF MINUTES**

**MAY 14, 2024 PLANNING COMMISSION REGULAR MEETING MINUTES**

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

**RESOLVED**, that the Elizabethtown Planning Commission does hereby **APPROVE** the minutes of its meeting conducted on May 14, 2024.

**The vote was as follows:**

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

**PLANNING COMMISSION MINUTES  
JUNE 11, 2024**

**PUBLIC HEARING No. 2024-PC-08**

Request: Zoning Map Amendment from R-5 and R-6 to PNR-2 and Master Plan  
Project Name: The Ascend  
Location: 3500 Leitchfield Road  
Owner: 25/29 Stults, LLC  
Applicant: 25/29 Stults, LLC

Due to an incomplete preliminary plat, staff recommends continuing the case to a date uncertain.  
Additional notice will be provided for a new hearing date.

**PLANNING COMMISSION MINUTES  
JUNE 11, 2024**

**DEVELOPMENT PLAN AND COMMERCIAL DESIGN GUIDELINES for 901 North Mulberry Street**

Request: Development Plan & Commercial Design Guidelines Review  
Project Name: Scooter’s Coffee  
Location: 901 North Mulberry Street  
Owner: JTH Holdings, LLC  
Applicant: Abundant Heritage, LLC

**Agency Testimony:**

The Chairperson introduced the agenda item. Aaron Hawkins presented the staff report and accompanying PowerPoint presentation. Mr. Hawkins oriented the Commission with the location of the property, identifying adjoining zoning classifications and developments. The applicant is proposing to construct a drive thru only coffee business on this site. The proposed building will be 679 square feet of total floor area. Access will come from a single access point off French Street, with no access being permitted from North Mulberry Street. All utilities are available onsite. A landscape plan that meets the requirements of the Zoning Ordinance has been submitted. Staff recommends approval of the development plan and landscape plan with no conditions.

Mr. Hawkins reviewed the commercial design guidelines describing materials, color scheme, and elevations. The proposed building will be a mixture of Hardie Plank, Hardie Panel, and Hardie trim materials. Three waivers are being requested. Section 154.135(A)(2) – Building Entrances, to allow no customer entrance to the building. Section 154.135(B)(3) – Site Entrances, to waive the requirement for a pedestrian connection from the public sidewalk. Section 154.135(E)(2) – Landscaping, to waive the requirement for a minimum of 10’ landscape buffer between the drive thru lane and North Mulberry Street. Staff recommends approval of the commercial design guidelines and the requested waivers with no conditions.

Chairperson Rice asked where the dumpster would be located on site. Mr. Hawkins identified the dumpster location and stated the dumpster would be screened using the same materials as the building.

**Those speaking in favor of the request:**

Kevin Roberts, 201 Townepark Circle, Ste. 100B, Louisville, KY 40245

**Summary of those speaking in favor of the request:**

Kevin Roberts, stated due to site constraints, this location will only have a single drive thru lane that will stack approximately 11 vehicles.

**Those speaking in opposition:**

No one spoke in opposition to the request.

**Commercial Design Guidelines for Scooter’s Coffee, located at 901 North Mulberry Street**

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

**Waiver of 154.135(A)(2) – Building Entrances**

**Waiver of 154.135(B)(3) – Site Entrances**

**PLANNING COMMISSION MINUTES  
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**WHEREAS**, being a drive thru only business is a unique component to this specific proposal that is not common with other commercial developments in this area. Not providing customer seating or walk up ordering, not providing a pedestrian connection to the building and not providing a customer entrance is a result of this special circumstance. These are all items associated with more traditional commercial buildings that cater to both motorists and pedestrians.

**Waiver of 154.135(E)(2) – Landscaping**

**WHEREAS**, if using the measurement of a 12' shoulder, the average distance between the back of the shoulder and property line on the other three corner properties of this intersection is 22'. The distance between the back of the shoulder and the property line on this property line is 34'. Because of the site constraint of additional right-of-way, the applicant is unable to meet the minimum landscape buffer on all four sides of the property. With the adjacent property to the southeast being residentially zoned, this development is required to provide the maximum buffer/screening area (20'), which is being provided. The staff's opinion is that it is more important to provide the full screening next to the existing single-family residential use at the expense of a 100 square foot area of encroachment along North Mulberry Street.

**RESOLVED**, that the Elizabethtown Planning Commission does hereby **APPROVE** the Commercial Design Guidelines for Scooter's Coffee, 901 North Mulberry Street, with the following waivers:

- Section 154.135(A)(2) – Building Entrances, to allow no customer entrances to the building.
- Section 154.135(B)(3) – Site Entrances, to waive the requirement for a pedestrian connection from the public sidewalk.
- Section 154.135(E)(2) – Landscaping, to waive the requirement for a minimum of 10' landscape buffer between the drive thru lane and North Mulberry Street.

**The vote was as follows:**

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

**Development Plan for Scooter's Coffee located at 901 North Mulberry Street**

On a motion by Commissioner Young, seconded by McCrary, 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 for Scooter's Coffee, 901 North Mulberry Street, with no conditions.

**The vote was as follows:**

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

**PLANNING COMMISSION MINUTES  
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**PRELIMINARY SUBDIVISION PLAT for 1305 Pear Orchard Road**

Request: Preliminary Subdivision Plat for Keplinger Subdivision  
Project Name: Keplinger Subdivision, Tract A-1, Tract B, and a portion of Tract E  
Location: 1305 Pear Orchard Road  
Owner: Anita Thomas/Tim Aulbach/Pieces of Four, LLC  
Applicant: Columbia Properties Capital I, LLC

**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. This plat is for a portion of the Keplinger Subdivision. A portion of this property was approved in 2023 as the Shops at Pear Orchard. The remaining portion of this property will be developed as commercial uses. This plat proposes the dedication of two new city streets. One being on the northern boundary providing access to the Shops at Pear Orchard and Tim Aulbach's property, with the other providing access to the commercial outlots on the east side of the creek.

Mr. Hawkins reviewed the transportation and street design. Two new city streets, Street A and Street B will be platted as part of this subdivision. Street A will be a commercial street with a 60' right-of-way and will provide access to both properties. Street B will be a local street with a 50' right-of-way and will provide access to both the Shops at Pear Orchard and the five outlots. 5-foot sidewalks will be constructed along both sides of the two new city streets.

Reviewing utilities, drainage, and access, Mr. Hawkins stated adequate utilities are existing and available in the area. Stormwater will be covered at the development level on this property utilizing two basins, one on the adjoining property owned by Tim Aulbach for the benefit of the Shops at Pear Orchard and the other on Lot 7 for the benefit of Lots 3-7. Access for Lot 2 will come from multiple access points. One dedicated access point off Pear Orchard Road will be utilized, as will access from both Street A and B. Access for Lots 3-7 will come from Street B. No access off Ring Road will be given to any of the lots.

Staff recommends approval of the preliminary plat with conditions.

**Those speaking in favor of the request:**

No one spoke in favor of the request.

**Those speaking in opposition:**

No one spoke in opposition to the request.

**Preliminary Subdivision Plat for Keplinger Subdivision, Tract A-1, Tract B, and a portion of Tract E**

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 Preliminary Subdivision Plat for Keplinger Subdivision, Tract A-1, Tract B, and a portion of Tract E, with the following conditions:

**PLANNING COMMISSION MINUTES  
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1. Grading and elevations of Street A shall accommodate future access to adjacent properties to the north.

**The vote was as follows:**

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



**PLANNING COMMISSION MINUTES  
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**Director's Report:**

The Chairperson introduced the agenda item. Mr. Reverman reviewed the upcoming agenda items. He stated the department has hired two new employees. Madeline Drake as planner and Cristy Keegan as a permit clerk. Mr. Reverman also updated the Commission on the status of several ongoing projects in the city.

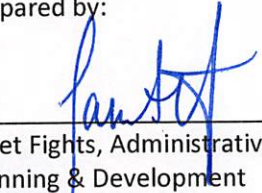
**Commission Member Items:**

The Chairperson introduced the agenda item. Commissioner McCrary asked who is responsible for maintaining the landscaped medians along Robinbrooke Boulevard as there are sections of some of the medians that are not being properly maintained. Mr. Reverman stated there was an understanding that the surrounding property owners would maintain the medians, however, there is no enforcement mechanism for the city to use due to the fact it is a City street. He said he would reach out to the city's public works department to assist with any overgrown landscaping that may impede any of the drive lanes. Commissioner Dozer let the Commission know he will be absent for the June 25 meeting.

**Adjournment:**

There being no further items to discuss, Commissioner Dozer made a motion to adjourn with a second by Commissioner McCrary. The Chairperson declared the meeting adjourned at 6:51 p.m.

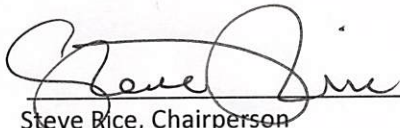
Prepared by:

  
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Janet Fights, Administrative Secretary  
Planning & Development

Attachment & Exhibits  
DVD of the meeting available for review

ADOPTED AND APPROVED

26 day of June, 2024

  
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Steve Rice, Chairperson  
Elizabethtown Planning Commission