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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

AUGUST 13, 2024

6:00 P.M.

PRITCHARD COMMUNITY CENTER, 404 S. MULBERRY STREET

1. Call to Order
2. Approval of Minutes – July 23, 2024
3. Development Plan and Commercial Design Review for Baptist Health Diagnostics
Location: 3450 Leitchfield Road
4. Director's Report
5. Commission Member Items
6. Adjournment



**MEETING MINUTES OF THE ELIZABETHTOWN PLANNING COMMISSION
AUGUST 13, 2024**

A meeting of the Elizabethtown Planning Commission was held on August 13, 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
AUGUST 13, 2024**

APPROVAL OF MINUTES

JULY 23, 2024 PLANNING COMMISSION REGULAR MEETING MINUTES

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

RESOLVED, that the Elizabethtown Planning Commission does hereby **APPROVE** the minutes of its meeting conducted on July 23, 2024.

The vote was as follows:

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

**PLANNING COMMISSION MINUTES
AUGUST 13, 2024**

DEVELOPMENT PLAN AND COMMERCIAL DESIGN GUIDELINES for 3450 Leitchfield Road

Request: Development Plan & Commercial Design Guidelines Review
Project Name: Baptist Health Diagnostics
Location: 3450 Leitchfield Road
Owner: TDA Properties, LLC
Applicant: TDA Properties, 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 medical office building on this site that will be approximately 24,424 square feet of total floor area. Access will come from a single access point off Hillcrest Lane and a cross-parcel access point with the Cecilian Bank property to the west. All utilities are available on site. A landscape plan has been submitted and is in compliance with the Zoning Ordinance. No waivers were requested. Staff recommends approval of the development 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 brick, architectural metal siding and windows. The brick will be painted white while the panels and accents will be gray and black in color. Two waivers are being requested. Section 154.134(D)(2) – Roofs, to waive the requirement for a roofline variation on the west facades to conceal rooftop equipment from public view. Section 154.135(F)(2) – Outdoor storage, trash collection, and loading areas, to waive the requirement of a trash enclosure not being visible from a public street. Staff recommends approval of the commercial design guidelines and requested waivers with conditions.

Chairperson Rice asked Mr. Hawkins where the dumpster would be located. Mr. Hawkins identified the location of the dumpster and stated additional landscaping would be required to conceal the dumpster from view.

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.

Commercial Design Guidelines & Development Plan for Baptist Health Diagnostics located at 3450 Leitchfield Road

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

**PLANNING COMMISSION MINUTES
AUGUST 13, 2024**

Waiver 154.134(D)(2) – Roofs

WHEREAS, there are special circumstances since the line of sight for the rooftop equipment is 200' or more. Further, the Cecilian Bank building helps obstruct the view of the west façade from Hillcrest Lane. This waiver request will not adversely affect the public health, safety or welfare.

Waiver 154.135(F)(2) – Outdoor storage, trash collection, and loading areas

WHEREAS, there are special circumstances since the building is pushed to the west side of the lot due to having three front yards and a 30' drainage easement running diagonally across the southeast corner of the property. Further, providing the cross parcel access on the north side of the lot forced the dumpster to be moved to the northeast corner of the property with visibility from Ring Road and Hillcrest Lane. The dumpster enclosure is proposed to be constructed of the same material as the building (brick), which meets the intent of the ordinance. With adequate landscaping helping further conceal the enclosure, this should not adversely affect the public health, safety or welfare.

RESOLVED, that the Elizabethtown Planning Commission does hereby **APPROVE** the Commercial Design Guidelines and Development Plan for Baptist Health Diagnostics, 3450 Leitchfield Road, with the following waivers and conditions:

Commercial Design Guidelines Waivers:

- Section 154.134(D)(2) – Roofs, to waive the requirement for a roofline variation on the west facades to conceal rooftop equipment from public view.
- Section 154.135(F)(2) – Outdoor storage, trash collection, and loading areas, to waive the requirement of a trash enclosure not being visible from a public street.

Commercial Design Guidelines Conditions:

- Provide additional landscape screening around the enclosure with an evergreen shrub.

The vote was as follows:

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

Landscape Plan for Baptist Health Diagnostics located at 3450 Leitchfield Road

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 Landscape Plan for Baptist Health Diagnostics, 3450 Leitchfield Road, with no conditions.

The vote was as follows:

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

**PLANNING COMMISSION MINUTES
AUGUST 13, 2024**

Director's Report:

The Chairperson introduced the agenda item. Joe Reverman reviewed potential agenda items for the second meeting in August and September Commission meetings. Ed Poppe and Michael Page will be present at the August 27 meeting to give updates on current and future capital projects in the city. Mr. Reverman gave updates on how many construction permits have been issued to date and stated while the number is lower than the previous year, the inspectors are extremely busy keeping up with projects that are currently under construction in the city.

Commission Member Items:

The Chairperson introduced the agenda item. Chairperson Rice will not be in attendance at the September 24 meeting.

Adjournment:

There being no further items to discuss, Commissioner Dozer made a motion to adjourn with a second by Commissioner Souleyrette. The Chairperson declared the meeting adjourned at 6:23 p.m.

Prepared by:



Janet Fights, Administrative Secretary
Planning & Development

Attachment & Exhibits
DVD of the meeting available for review

ADOPTED AND APPROVED

27 day of August, 2024



Steve Rice, Chairperson
Elizabethtown Planning Commission