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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
September 24, 2024
6:00 p.m.
Pritchard Community Center, 404 S. Mulberry Street

1. Call to Order
2. Approval of Minutes – September 10, 2024
3. Preliminary Subdivision Plat, Clifford Holman, Lot 5
Location: 3001 Ring Rd
4. Development Plan and Commercial Design Review for ORRE Etown, LLC
Location: 1141 Crown Pointe Dr
5. Commercial Design Review for RAJ Convenient Center
Location: 201 Corporate Dr
6. Commission Member Items
7. Adjournment



**MEETING MINUTES OF THE ELIZABETHTOWN PLANNING COMMISSION
SEPTEMBER 24, 2024**

A meeting of the Elizabethtown Planning Commission was held on September 24, 2024 at 6:00 p.m. at the Pritchard Community Center, 404 South Mulberry Street, Elizabethtown.

Commission members present:

Ken Dozer, Vice Chairperson
Kasey McCrary
Maurice Young
Kyle Souleyrette

Commission members absent:

Steve Rice, Chairperson

Staff members present:

Joe Reverman, Planning Director
Aaron Hawkins, Planner II
Madeline Drake, Planner I
Commission Attorney Matt Hess

The following matters were considered:

**PLANNING COMMISSION MINUTES
SEPTEMBER 24, 2024**

APPROVAL OF MINUTES

September 10, 2024 PLANNING COMMISSION REGULAR MEETING MINUTES

On a motion made by Commissioner McCrary, 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 September 10, 2024.

The vote was as follows:

YES: Commissioners Dozer, McCrary, Young, and Souleyrette

NOT PRESENT: Commissioner Rice

**PLANNING COMMISSION MINUTES
SEPTEMBER 24, 2024**

PRELIMINARY SUBDIVISION PLAT for 3001 Ring Road

Request: Preliminary Subdivision Plat
Project Name: Clifford-Holman, Lot 5
Location: 3001 Ring Road
Owner: CABG2V Family
Applicant: Sweet Living Capital, Inc.

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 property and identified nearby zoning classifications and uses. This plat is for Lot 5 of the Clifford Holman Subdivision. The preliminary plat shows Lot 5 being subdivided into four lots, 5A, 5B, 5C and 5D. A portion of this property was approved on April 23, 2024 as a Residence Inn by Marriott hotel (Lot 5A). Lot 5C is proposed to be dedicated to the City for protection of the stream. There are no plans at this time for the remaining portion of this property.

This plat proposes the dedication of two new city streets. One at the existing access point off Ring Road for this property and then one running north/south to provide access to the adjacent property to the north. Utilities are being extended to Lot 5A for development of the Residence Inn. The proposed basin for the Residence Inn site can be sized to accommodate any future development on Lot 5B. No waivers are being requested. Staff recommends approval of the preliminary subdivision plat with conditions.

Commissioner McCrary asked Mr. Hawkins to identify the lots and the new city streets. Mr. Hawkins identified each lot and the location of the new city streets and where they will connect within the subdivision.

Those speaking in favor of the request:

No one spoke in favor of the request.

Those speaking in opposition to the request:

No one spoke in opposition.

Preliminary Subdivision Plat for Clifford-Holman, Lot 5 located at 3001 Ring Road

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 Clifford-Holman, Lot 5, 3001 Ring Road, with the following conditions:

1. Grading and elevations of Street B shall accommodate potential future access to Cole Gray Boulevard to the south.
2. Dedicate Lot 5C to the City for stream protection when record plat is recorded

The vote was as follows:

YES: Commissioners Dozer, McCrary, Young, and Souleyrette

NOT PRESENT: Commissioner Rice

**PLANNING COMMISSION MINUTES
SEPTEMBER 24, 2024**

DEVELOPMENT PLAN AND COMMERCIAL DESIGN GUIDELINES for 1141 Crown Pointe Drive

Request: Development Plan & Commercial Design Guidelines
Project Name: Commonwealth Pain and Spine
Location: 1141 Crown Pointe drive
Owner: ORRE Etown, LLC
Applicant: ORRE Etown, 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 property and identified nearby zoning classifications and uses. The applicant is proposing to construct a medical clinic use on this site. The proposed building will be 9,894 square feet of total floor area and will be one story tall. Access will come from two points off Crown Pointe Drive and Sterling Way, each being 36 feet wide. All utilities are available on site. A landscape plan has been submitted and is in compliance with the Zoning Ordinance. No waivers are being requested. 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 grey brick, stone-colored adhered stone veneer, wood-grained aluminum siding with a nature wood coloring, grey EIFS, and windows. Parking will be available on the north, east, and west sides of the lot. There is one proposed trash enclosure that will be located on the east side of the property and will be enclosed with brick to match the building facades. No waivers are being requested. Staff recommends approval of the commercial design guidelines with no conditions.

Those speaking in favor of the request:

No one spoke in favor of the request.

Those speaking in opposition to the request:

No one spoke in opposition.

Commercial Design Guidelines for Commonwealth Pain and Spine located at 1141 Crown Pointe Drive

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 Commercial Design Guidelines for Commonwealth Pain and Spine, 1141 Crown Pointe Drive, with no conditions.

The vote was as follows:

YES: Commissioners Dozer, McCrary, Young, and Souleyrette

NOT PRESENT: Commissioner Rice

PLANNING COMMISSION MINUTES
SEPTEMBER 24, 2024

Development Plan for Commonwealth Pain and Spine located at 1141 Crown Pointe Drive

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 for Commonwealth Pain and Spine, 1141 Crown Pointe Drive, with no conditions.

The vote was as follows:

YES: Commissioners Dozer, McCrary, Young, and Souleyrette

NOT PRESENT: Commissioner Rice

**PLANNING COMMISSION MINUTES
SEPTEMBER 24, 2024**

COMMERCIAL DESIGN REVIEW WAIVER for 201 Corporate Drive

Request:	Commercial Design Review
Project Name:	RAJ Convenience Store
Location:	201 Corporate Drive
Owner:	Prem and Aayan, Inc.
Applicant:	Prem and Aayan, Inc.

Agency Testimony:

The Vice Chairperson introduced the agenda item. Aaron Hawkins presented the staff report and accompanying PowerPoint presentation. During the August 27, 2024 meeting, Vice Chairperson Dozer asked staff to verify that the building materials being used on the outside of the building at 201 Corporate Drive are the same materials that were approved by the Commission in August 2022. Mr. Hawkins stated where the garage bays were formally located, the Commission approved floor to ceiling windows. After speaking with the contractor, due to concerns of a car possibly driving through the windows, the bottom 4 to 5 ft where the windows were supposed to be, was replaced with concrete block. Mr. Hawkins stated had this have been their original proposal, staff would have recommended approval of these building materials as well.

Commissioner Dozer noted due to the current building materials being an approved material, he does not see the need to have the contractor remove what is currently in place. The Commission took no action.

PLANNING COMMISSION MINUTES
SEPTEMBER 24, 2024

Commission Member Items:

The Vice Chairperson introduced the agenda item. Commissioner Young asked for an update on Ricky's Dent Shop. Mr. Hawkins stated staff met with the owner and contractor and decided to implement the changes recommended by staff.

Adjournment:

There being no further items to discuss, Commissioner Souleyrette made a motion to adjourn with a second by Commissioner Young. The Vice Chairperson declared the meeting adjourned at 6:36 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 Oct., 2024



Steve Rice, Chairperson
Elizabethtown Planning Commission