

JOE REVERMAN, AICP  
DIRECTOR  
200 West Dixie Avenue  
Elizabethtown, KY 42701  
(270) 982-3264  
[www.elizabethtownky.org](http://www.elizabethtownky.org)



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  
November 26, 2024  
6:00 p.m.  
Pritchard Community Center, 404 S. Mulberry Street

1. Call to Order
2. Approval of Minutes – November 12, 2024
3. Commercial Design Review Waiver Amendment for Baptist Health Ring  
Location: 100 Ring Road
4. Development Plan for T.K. Stone Middle School  
Location: 323 Morningside Drive
5. Commercial Design Review Waiver for Dunkin Donuts  
Location: 181 Lincoln Parkway
6. Amended Development Plan and Landscape Waiver for the 1240 & 1250 Buildings  
Location: 1240 and 1250 North Black Branch Road
7. Public Hearing No. 2024-PC-08
  - Zoning Map Amendment, R-5 and R-6 to PNR-2
  - Preliminary Subdivision Plat and Master Plan for the Ascend Subdivision, Section 1Location: 3500 Leitchfield Road
8. Director's Report
9. Commission Member Items
10. Adjournment



**MEETING MINUTES OF THE ELIZABETHTOWN PLANNING COMMISSION  
NOVEMBER 26, 2024**

A meeting of the Elizabethtown Planning Commission was held on November 26, 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

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

**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  
NOVEMBER 26, 2024**

**APPROVAL OF MINUTES**

**NOVEMBER 12, 2024 PLANNING COMMISSION REGULAR MEETING MINUTES**

On a motion made by Commissioner Young, 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 November 12, 2024.

**The vote was as follows:**

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

**NOT PRESENT:** Commissioner Dozer

Vice Chairperson Dozer arrived at the meeting at 6:04 p.m.

**PLANNING COMMISSION MINUTES  
NOVEMBER 26, 2024**

**COMMERCIAL DESIGN REVIEW WAIVER AMENDMENT for 100 Ring Road**

Request: Commercial Design Review Waiver Amendment  
Project Name: Baptist Health Ring  
Location: 100 Ring Road  
Owner: TDA Properties  
Applicant: TDA Properties

**Agency Testimony:**

The Chairperson introduced the agenda item. Aaron Hawkins presented the staff memorandum. In August 2024 the Commission approved the development plan and commercial design review for this development conditioned upon additional landscape screening being placed around the enclosure with evergreen shrubs. Since the development plan has not been certified as of this meeting, the applicant is requesting to amend the waiver request of Section 154.135(F)(2) – Outdoor storage, trash collection, and loading areas, to allow the trash enclosure to be placed in the front yard of Ring Road, to allowing the trash enclosure to be moved to the southwest corner of the property in the Leitchfield Road front yard. The condition to require additional screening on the backside of the enclosure has been satisfied. This amended request also provides evergreen shrubs on the backside of the enclosure. Staff recommends approval of the waiver amendment.

**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 Review Waiver Amendment for Baptist Health Ring located at 100 Ring Road**

On a motion by Commissioner Young, 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 Guideline Review Waiver Amendment for Baptist Health Ring, 100 Ring Road, with the following waiver amendment:

- Section 154.135(F)(2) – Outdoor storage, trash collection, and loading areas, to allow the trash enclosure to be placed in the front yard of Leitchfield Road.

**The vote was as follows:**

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

**PLANNING COMMISSION MINUTES  
NOVEMBER 26, 2024**

**DEVELOPMENT PLAN for 323 Morningside Drive**

Request:	Development Plan
Project Name:	T.K. Stone Middle School
Location:	323 Morningside Drive
Owner:	Elizabethtown Independent Schools
Applicant:	Elizabethtown Independent Schools

**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 and identified nearby zoning classifications and uses. This development plan is for the Morningside Elementary/TK Stone Middle School campus. The school district plans an expansion of TK Stone on the site which will include a new science laboratory and band addition to the north side of the building. To make room for this addition, the football field is proposed to be moved to the far north side of the property. The administration offices will be added to the west side of the building facing Morningside Drive. Six tennis courts will also be added to the east side of the building where the current access to Beech Street is located. Staff recommends approval of the development plan with recommendations.

Commissioner McCrary asked if the recommendation to deflect all lighting for the football field away from adjacent residential uses would apply to the tennis courts as well. Mr. Hawkins stated the Commission could amend the recommendation to reference all athletic facilities on campus instead of only the football field.

**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.

**Development Plan for TK Stone Middle School, 323 Morningside Drive**

On a motion by Commissioner Dozer, seconded by Young, 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 T.K. Stone Middle School, 323 Morningside Drive, with the following recommendation:

1. Deflect all lighting for all athletic facilities at T.K. Stone Middle School away from adjacent residential uses.

**The vote was as follows:**

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

**PLANNING COMMISSION MINUTES  
NOVEMBER 26, 2024**

**COMMERCIAL DESIGN REVIEW WAIVER for 181 Lincoln Parkway**

Request: Commercial Design Review Waiver  
Project Name: Dunkin Donuts  
Location: 181 Lincoln Parkway  
Owner: Patel Land 1, LLC  
Applicant: Patel Land 1, LLC

**Agency Testimony:**

The Chairperson introduced the agenda item. Aaron Hawkins presented the staff report and accompanying PowerPoint presentation. The applicant is requesting to allow a dumpster enclosure that does not match the predominant material or color of the building remain. The predominant material of the building is James Hardie siding and panels and the predominant color is gray with a white accent. The enclosure was built out of vinyl fence material and is all white in color.

The applicant is requesting a waiver of Section 154.135(F)(4) – Outdoor storage, trash collection, and loading areas, to allow the trash enclosure to use white vinyl as the enclosure material. The contractor or developer never disclosed to staff they were planning on utilizing white vinyl as the enclosure material and color. The Ordinance states that PVC or similar plastic materials are prohibited as an external material. Staff recommends denial of the waiver as the request does not comply with the Zoning Ordinance or the certified Development Plan and does not match the building in predominant material and/or color.

Councilman Fulkerson asked if the contractor or owner is responsible for choosing the materials and color for the dumpster enclosures. Mr. Hawkins stated he was not sure, but typically the contractor submits the application and plans to the office.

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

Jason Emly, 12310 Covered Bridge Road, Sellersburg, IN 47172  
Lynn Armstrong, 1400 Main Street, Suite 138, Clarksville, IN 47129

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

Jason Emly stated it was never the intent to build an enclosure that was not in compliance with local regulations and suggested painting the vinyl a gray color to match the building. Lynn Armstrong stated none of the materials on the approved material list would match the building.

Vice Chairperson Dozer asked staff if split face CMU would be an acceptable material for the enclosure. Mr. Hawkins responded yes. Vice Chairperson Dozer stated he is not in favor of painting the PVC. Commissioner Souleyrette asked if the Dunkin that is located on North Dixie Avenue used the same material and color for their dumpster enclosure. Mr. Hawkins responded yes.

**Those speaking in opposition:**

No one spoke in opposition to the request.

**PLANNING COMMISSION MINUTES  
NOVEMBER 26, 2024**

**Commercial Design Review Waiver for Dunkin Donuts, 181 Lincoln Parkway**

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

**Waiver of 154.135(F)(4) – Outdoor storage, trash collection, and loading areas**

**WHEREAS**, the proposed material matches the color of the building and does not detract from the aesthetics of the site.

**RESOLVED**, that the Elizabethtown Planning Commission does hereby APPROVE the Commercial Design Review Waiver for Dunkin Donuts, 181 Lincoln Parkway, with the following waiver:

- Section 154.135(F)(4) – Outdoor storage, trash collection, and loading areas, to allow the trash enclosure to use white vinyl as the enclosure material.

**The vote was as follows:**

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

**PLANNING COMMISSION MINUTES  
NOVEMBER 26, 2024**

**AMENDED DEVELOPMENT PLAN AND LANDSCAPE WAIVER for 1240 & 1250 North Black Branch Road**

Request: Amended Development Plan and Landscape Waiver  
Project Name: 1240 & 1250 Buildings  
Location: 1240 & 1250 North Black Branch Road  
Owner: TDA Properties  
Applicant: TDA Properties

**Agency Testimony:**

The Chairperson introduced the agenda item. Madeline Drake presented the staff report and accompanying PowerPoint presentation. After receiving staff approval for a development plan and landscape plan in July 2023 and completing the construction in August 2024, it was discovered that the area shown on the development plan as storage cannot be used as such due to an overhead electric transmission line. The applicant has submitted an amended development plan proposing a new 25,954 square foot (SF) paved addition on this site for a storage yard. Staff recommends approval of the amended development plan with no conditions.

To accommodate truck movements around the southwest corner of the 1250 building, the applicant is requesting a waiver of Section 154.160(A) – Landscaping of Parking Area, to reduce a portion of the perimeter buffer requirement to less than 10 feet. The proposed amended development plan and landscape plan show the previously approved landscaping along with additional plantings to account for the increased pavement. Staff recommends approval of the landscape waiver with no 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.

**Amended Development Plan and Landscape Waiver for 1240 & 1250 North Black Branch Road**

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

**Waiver of Section 154.160(A) – Landscaping and Parking Area**

**WHEREAS**, site constraints would make compliance with this requirement economically unfeasible, as the owner would not be able to pave enough space for a commercial truck to access their storage yard if they maintained the 10 foot buffer, therefore rendering the yard unusable; and

**WHEREAS**, the required hedgerow will still be provided along the rest of the pavement perimeter; and

**WHEREAS**, this site is adjacent to a platted non-buildable drainage easement lot to the west, minimizing the impacts from the requested buffer.



**PLANNING COMMISSION MINUTES**  
**NOVEMBER 26, 2024**

**RESOLVED**, that the Elizabethtown Planning Commission does hereby APPROVE the Amended Development Plan and Landscape Waiver for 1240 & 1250 North Black Branch Road, with the following waiver:

- Section 154.160(A) – Landscaping and Parking Area, to reduce a portion of the perimeter buffer requirement to less than 10 feet, as shown on the Development Plan.

**The vote was as follows:**

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

**PLANNING COMMISSION MINUTES  
NOVEMBER 26, 2024**

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

Request: Zoning Map Amendment, R-5 and R-6 to PNR-2,  
Preliminary Subdivision Plat and Master Plan  
Project Name: Ascend Subdivision, Section 1  
Location: 3500 Leitchfield Road  
Owner: 25/29 Stults, LLC  
Applicant: 25/29 Stults, LLC

Chairperson Rice introduced the agenda item and opened the public hearing at 6:30 p.m. and presented the hearing procedures. Matt Hess administered the oath to all those intending to testify at the hearing.

**Agency Testimony:**

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 request for a change in zoning is to allow smaller side yard setbacks for each individual single family residential lot. The current R-5 and R-6 zoning requires a minimum of 10 feet for a side yard setback on single family detached lots. The applicant is requesting 5 foot side yard setbacks which is only allowed in the PNR-2 zone. Staff recommends approval of the zone change from R-5 Urban Residential, Mixed and R-6 High Density Residential to PNR-2 Planned Neighborhood Residential 2.

As part of the requirements of the PNR-2 zone, a master plan is required along with a preliminary plat, landscape plan, signage plan, an architectural plan and binding elements. The preliminary plat is proposing the property to be subdivided into 176 lots, all with access coming from a proposed internal street network. There will be 173 single family detached residential lots, 1 open space lot for the mail kiosk, 1 open space lot for detention/floodplain compensation, and 1 lot dedicated to the City for a future park. This section will create 7 new city streets and a roundabout coming into the development off South Ring Road. Utilities are currently available to the site. Staff recommends approval of the master plan, preliminary plat, landscape plan, signage plan, architectural plan and binding elements as they are in conformance with the Zoning Ordinance and Subdivision Regulation, with no conditions.

Commissioner Young asked if the City had agreed to take on the obligation of the proposed future park and the maintenance required. Mr. Hawkins stated while there is no formal agreement in place, staff have requested the lot be dedicated for a proposed future park as that is required for the approval of this development. Councilman Fulkerson stated concerns with the City maintaining the park and the costs associated with maintenance. Councilman Fulkerson asked Commission Attorney Hess if the Commission approves this plan, is the City obligated to maintain this park even though there is currently no agreement in place between the City and the developer to dedicate the lot to the City. Commission Attorney Hess stated while the Commission has the authority to approve the plan, it cannot bind the City to accept the dedication of the lot or provide maintenance to a proposed future park. Mr. Reverman stated there have been discussions between staff and the administration for the city to obtain that lot for greenspace, which would still need Council approval.

**PLANNING COMMISSION MINUTES  
NOVEMBER 26, 2024**

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

Kent Gootee, 5151 Jefferson Boulevard, Louisville, KY 40219

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

Kent Gootee stated in total, approximately 13 acres will be dedicated to the City. Mr. Gootee also discussed the need for the request in the zone change, stormwater management, and the road network and design of the subdivision.

**Those speaking in opposition to the request:**

No one spoke in opposition to the request.

**Zoning Map Amendment 3500 Leitchfield Road**

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

**WHEREAS**, the Elizabethtown Planning Commission (Commission) finds the proposed zoning map amendment from R-5, Urban Residential, Mixed and R-6, High Density Residential to PNR-2, Planned Neighborhood Residential 2 complies with the Envision Elizabethtown 2040 Comprehensive Plan; and

**WHEREAS**, the Commission finds that the proposal complies with the community wide development policies of the Plan, that access to each lot will be from the internal street network of new city streets. No lot will have direct access to either Leitchfield Road or South Ring Road, that an interconnection is provided with the adjacent unincorporated property through the stub of Street F, that the size and scale of a single family residential development would be compatible to the residential uses in the vicinity of this site, that water and sewer are available on the property, and that water supply and pressure are adequate for the proposed development; and

**WHEREAS**, the Commission finds the proposal complies with the community wide guidelines of the Plan, that the requested zoning map amendment to a residential zoning classification would allow an appropriate development of an existing city lot that has public services (water, sewer, gas) nearby, that the size and scale of a single family residential development would be compatible to the residential uses in the vicinity of this site, that the residential development would provide an appropriate transition between the regional commercial zones along Leitchfield Road and South Ring Road and the single family uses directly east and south of this property, that access to each lot will be from the internal street network of new city streets. No lot will have direct access to either Leitchfield Road or South Ring Road, that an interconnection is provided with the adjacent unincorporated property through the stub of Street F, that a sidewalk will be constructed along both sides of all new city streets with connections to each development, that A pedestrian connection will accessible to the open space lot being dedicated to the City for a future park, and that Water and sewer are available on the property; and

**WHEREAS**, the Commission finds that the proposal complies with the sub area guidelines of the Plan, that the residential development would provide an appropriate transition between the regional commercial zones along Leitchfield Road and South Ring Road and the single family uses directly east and south of this property, that any commercial uses in this development will be required to go through the commercial design review process ensuring a higher aesthetic quality of development, and that a

**PLANNING COMMISSION MINUTES  
NOVEMBER 26, 2024**

landscape plan that satisfies the requirements of the Zoning Ordinance will be required as part of the master plan submittal; and

**WHEREAS**, the Commission finds that the proposal complies with targeted planning area D of sub area 13 of the Plan, that access to each lot will be from the internal street network of new city streets. No lot will have direct access to either Leitchfield Road or South Ring Road, and that the residential development would provide an appropriate transition between the regional commercial zones along Leitchfield Road and South Ring Road and the single family uses directly east and south of this property.

**RESOLVED**, that the Elizabethtown Planning Commission does hereby RECOMMEND to the Elizabethtown City Council that the Zoning Map Amendment from R-5 Urban Residential, Mixed and R-6, High Density Residential to PNR-2 Planned Residential Neighborhood 2, for property located at 3500 Leitchfield Road, be **APPROVED**.

**The vote was as follows:**

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

**Master Plan for the Ascend Subdivision, Section 1, located at 3500 Leitchfield Road**

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

**RESOLVED**, that the Elizabethtown Planning Commission does hereby APPROVE the Master Plan for Ascend Subdivision, Section 1, located at 3500 Leitchfield Road, with the following binding elements:

1. The master plan for this development shall be the plan approved on November 26, 2024. Future amendments to the master plan shall require approval by the Elizabethtown Planning Commission pursuant to the procedures as noted in the Elizabethtown Zoning Ordinance.
2. No mobile homes are permitted in this development.
3. The development shall be in accordance with the approved Preliminary Subdivision Plat. No further subdivision of the land into a greater number of lots than originally approved will occur without the approval of the Planning Commission.
4. Open space lots shall not be further subdivided and shall remain as open space in perpetuity.
5. The Ascend at Elizabethtown Homeowner's Association will be responsible for maintenance of common areas, open space, signs.
6. Lot 176 shall be dedicated to the City of Elizabethtown for installation and maintenance of a park.

**Preliminary Subdivision Plat for the Ascend Subdivision, Section 1, located at 3500 Leitchfield Road**

On a motion by Commissioner Dozer, seconded by Commissioner 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 Ascend Subdivision, Section 1, located at 3500 Leitchfield Road with no conditions.

**The vote was as follows:**

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

The Chairperson closed the hearing at 7:05 p.m.

**PLANNING COMMISSION MINUTES  
NOVEMBER 26, 2024**

**Director's Report:**

The Chairperson introduced the agenda item. Mr. Reverman updated the Commission on Blue Sky storage stating staff is giving them until January 2025 to come into compliance with the City. Mr. Reverman discussed the upcoming agenda items for the December 10 and January 2025 meetings and updated the Commission on the residential zoning text amendments. There is a joint meeting between the City Council and Commission tentatively set for January 13, 2025. The Department has hired a new building inspector, Mason Druen. Mr. Reverman also reviewed training opportunities for the Commission.

**Commission Member Items:**

The Chairperson introduced the agenda item. Councilman Fulkerson would like staff to look into updating approved building materials that are acceptable to the City.

**Adjournment:**

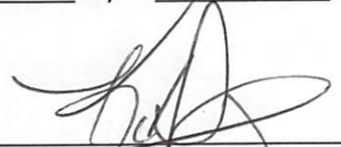
There being no further items to discuss, Commissioner Souleyrette made a motion to adjourn with a second by Commissioner Dozer. The Chairperson declared the meeting adjourned at 7:23 p.m.

Prepared by:

  
\_\_\_\_\_  
Janet Fights, Administrative Secretary  
Planning & Development  
Attachment & Exhibits  
DVD of the meeting available for review

ADOPTED AND APPROVED

10<sup>TH</sup> day of December, 2024

  
\_\_\_\_\_  
Ken Dozer, Vice Chairperson  
Elizabethtown Planning Commission