

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



Commission Members
Mike Burress, Chair
Charlie Skees, Vice Chair
Marnie Clagett
Charlie Bryant
Christy Childers

CITY OF ELIZABETHTOWN PLANNING AND DEVELOPMENT

Elizabethtown Historic Preservation
Commission Agenda
February 6, 2025
Pritchard Community Center
404 South Mulberry Street
9:00 A.M.

1. Call to Order
2. Nomination and Election of Officers
3. Approval of Minutes – April 11, 2024
4. Discussion on Expansion of Historic District
5. Commission Member Items
6. Adjournment



MEETING MINUTES OF THE ELIZABETHTOWN HISTORIC PRESERVATION COMMISSION
APRIL 11, 2024

A meeting of the Elizabethtown Historic Preservation Commission was held on April 11, 2024 at 9:30, Pritchard Community Center, 404 South Mulberry Street, Elizabethtown.

Commission members present:

Mike Burress, Chair

Charlie Skees, Vice Chair

Charlie Bryant

Marnie Clagett

Christie Childers

Tony Bishop, City Council Representative (non-voting member)

Staff members present:

Joe Reverman, Planning Director

The following matters were considered:

**HISTORIC PRESERVATION COMMISSION MINUTES
APRIL 11, 2024**

APPROVAL OF MINUTES

MARCH 7, 2024 HISTORIC PRESERVATION COMMISSION REGULAR MEETING MINUTES

On a motion made by Commissioner Clagett, seconded by Commissioner Childers, the following resolution was adopted.

RESOLVED, that the Commission does hereby **APPROVE** the minutes of its meeting conducted on March 7, 2024.

The vote was as follows:

YES: Commissioners Burress, Skees, Clagett, Bryant, and Childers

**HISTORIC PRESERVATION COMMISSION MINUTES
APRIL 11, 2024**

CERTIFICATE OF APPROPRIATENESS for 111 – 115 West Dixie Avenue

Request: Certificate of Appropriateness
Location: 111 – 115 West Dixie Avenue
Owner: Hardin County Chamber of Commerce
Applicant: Hardin County Chamber of Commerce

The Chair called the meeting to order at 9:31 a.m. and introduced the agenda item.

Agency Testimony:

Joe Reverman presented the staff report. In March 2023, the applicant received approval from the Commission to restore the exterior of the building which included removal of paint and wood, restoration and painting of the midbelt and roofline cornices, and replacing signage. After most of the paint was removed, it was discovered that much of the brick and mortar were damaged with the sandblasting.

The current proposal is intended to ensure the building will remain structurally sound by addressing the damaged brick. Mortar will be repaired and a layer of KEIM fixative will be used to bond the surface. A layer of white bonding paint will be applied, and a final coat of gray paint will be applied on the brick. The first floor facing West Dixie is proposed with a plaster/stucco board, then a KEIM exterior paint. The midbelt cornice is proposed to be painted the same gray color as the brick and first floor plaster/stucco. The roofline cornice is proposed to be painted black. The lighting will remain the same with this project. The signage originally proposed will remain the same except that all signage will be a black color.

The following spoke in favor of the request:

Margy Poorman, 111 West Dixie Avenue, Elizabethtown, KY 42701

Summary of testimony in favor of the request:

Margy Poorman was asked by Commissioner Childers why the Chamber decided on the gray paint color for the exterior of the building considering several of the other buildings in downtown Elizabethtown also have the same color scheme. Ms. Poorman stated the original proposal that was approved by the Commission was for gray Hardie board and they are sticking with the same color scheme with this proposal. Commissioner Childers asked if the Chamber considered a lighter gray color. Ms. Poorman stated they did not. Commissioner Clagett stated while the Commission would like to see a variation of colors in the historic district, the gray color that is under consideration with this proposal is an acceptable paint color for the district.

The following spoke in opposition to the request:

No one spoke in opposition.

Certificate of Appropriateness for 111 – 115 West Dixie Avenue

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

HISTORIC PRESERVATION COMMISSION MINUTES
APRIL 11, 2024

WHEREAS, the Elizabethtown Historic Preservation Commission (the Commission) finds that the proposal preserves aspects of the building that can be preserved and replaces features that are either deteriorated or not contributing.; and

WHEREAS, the Commission finds that the main components of the building are being preserved. The storefront windows, recessed entry, cornices and windows and doors will remain, and be restored and repaired; and

WHEREAS, the Commission finds that the proposal will repair bricks that were damaged with the previous paint removal work. Mortar will be tuck pointed and sealer will bond the surface. The first floor façade facing Dixie will use plaster/stucco for a masonry look consistent with many original structures in the district. Paint will be a gray color in the historic palate with black signage and a black roofline cornice; and

WHEREAS, the Commission finds that The proposed signage is subordinate to the overall building composition and does not detract from the architectural features of the building. The “Edith K. Dupin Building” sign will be replaced on the sign band above the first floor of the front façade with black letters that will subtly contrast with the gray background. The “Hardin County Chamber of Commerce” sign on the Cherry Alley side will use a black color that will contrast with the gray background. The three framed signs (two by the front entrance and one on the Cherry Alley side) are appropriately sized and do not detract from the architectural features of the building.

RESOLVED, that the Elizabethtown Historic Preservation Commission does hereby **APPROVE** the Certificate of Appropriateness for 111 – 115 West Dixie Avenue for the following alterations:

1. Painting the brick grey.
2. Apply a plaster/stucco board to the first floor facing West Dixie Ave, painting grey.
3. Painting the midbelt and roofline cornices black.

The approval is subject to the following conditions:

1. An encroachment permit shall be requested from the KY State Transportation Cabinet, District 4 for a sidewalk and potential lane closure on West Dixie Avenue.
2. Any changes in design or materials shall be referred to staff for review and approval.

The vote was as follows:

YES: Commissioners Burress, Skees, Clagett, Bryant, and Childers

HISTORIC PRESERVATION COMMISSION MINUTES

APRIL 11, 2024

Director’s Update: The Chair introduced the agenda item. Mr. Reverman said the office has not received any new COA applications. He discussed ongoing projects in the district, specifically the old courthouse which will be converted into a hotel and the apartments at the former Herb Jones property.

Commission Member Items: The Chair introduced the agenda item. The Commission discussed ways to inform property owners in the historic district of different paint color options that are acceptable.

Adjournment:

There being no further items to discuss, Commissioner Skees made a motion to adjourn with a second by Commissioner Clagett. Chair Burress declared the meeting adjourned at 10:05 a.m.

Prepared by:

Janet Fights, Administrative Secretary
Planning & Development

Attachment & Exhibits
DVD of the meeting available for review

ADOPTED AND APPROVED

_____ day of _____, 2025

Mike Burress, Chair
Elizabethtown Historic Preservation Commission



Staff Report

Elizabethtown Historic Preservation Commission

February 6, 2025

HISTORIC DISTRICT EXPANSION

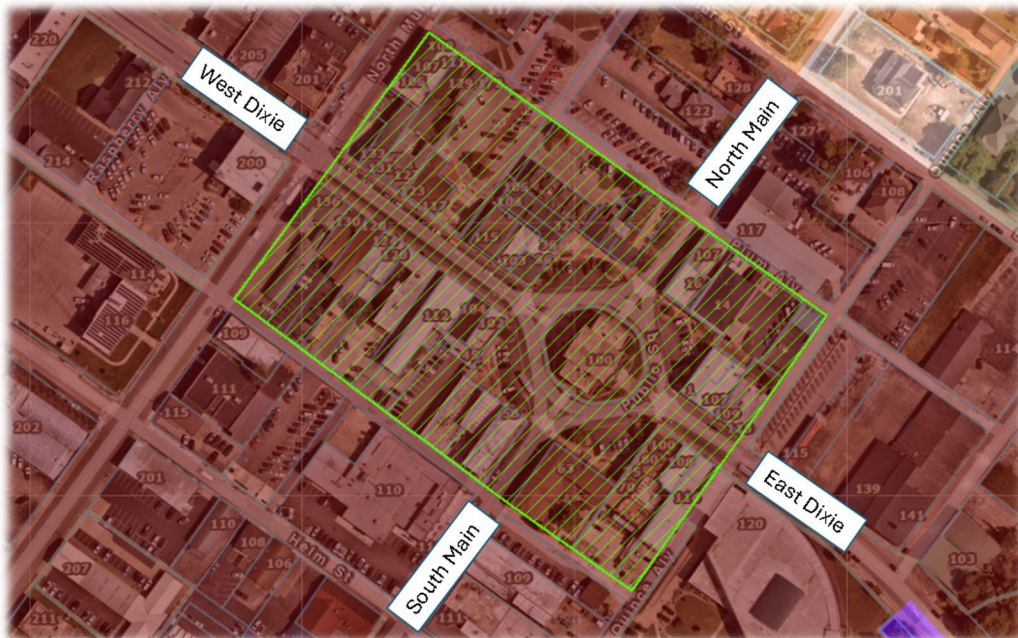
The purpose of this discussion is to develop a strategy for analyzing the potential expansion of the historic preservation district.

Background

The historic preservation district was established in 2012 with a finding that preserving the architectural character of the city is of vital importance in maintaining the economy of the city, that the distinctive and significant character of the city can only be maintained by protecting and enhancing its historic, architectural and cultural heritage and by preventing unnecessary injury to its historic district and its landmarks which are a civic and community asset.

The Historic Preservation Commission was established as an administrative body to oversee work within preservation districts and landmarked sites by reviewing exterior alterations for compliance with adopted policies and guidelines.

At the January 20, 2025 City Council meeting during discussion of a zoning map amendment of 310 College St, which contains a structure approximately 100 years old, the Council discussed some general opinions about historic preservation in the city. It was acknowledged that the city has an existing historic preservation district around the Public Square downtown, but that there may be other structures and areas appropriate for preservation. This discussion led the Council to request Planning & Development to research existing historic preservation policies, and the possibility of expanding the current district. A report is due to City Council in mid-April.



Comprehensive Plan

Envision Elizabethtown 2040 is the city's Comprehensive Plan intended to guide growth and development. This Plan is used to determine policies, programs, and projects regarding future development. It also provides goals and objectives that will work to strengthen all aspects of development within the city. The final section of the Plan provides action steps to achieve the goals and objectives.

Goal 6: Preservation & History

Elizabethtown will protect its unique character through the preservation of historic sites, structures and buildings.

Goal 6 Objectives:

- A. Identify and provide incentives to preserve important historic buildings that reinforce Elizabethtown's character and culture and minimize indirect impacts to historic buildings and/or sites.

Action Steps:

1. Evaluate current and/or additional tax incentives to preserve significant historic structures.
2. Develop criteria for determining locally historic buildings and expand the National Register Historic District Over Zone as necessary.
3. Consider adopting design guidelines for mixed-use areas that are outside of the over zone.

- B. Partner with Elizabethtown Tourism & Convention Bureau to promote the historic assets of Elizabethtown.

Action Steps:

1. Continue to offer regular programming and promotion of local historic destinations for residents and visitors.

Guidelines

The Commission has adopted design standards and guidelines for appropriate work for alterations, new construction, and demolition of sites and structures. These guidelines, along with the Secretary of the Interiors Standards for Rehabilitation and Guidelines for Rehabilitating Historic Buildings encourage the appropriate treatment of structures and sites, including:

- Architectural features
- Building components
- Building materials
- Adaptive reuse
- Additions
- Site features
- Signs
- Public improvements
- New buildings

Designation Process

Buildings, sites, or districts may be designated as a landmark or historic district. To begin the process, the Commission assembles information about the district or property being considered and holds a public hearing. The Commission recommends the designation to the City Council to designate the district or landmark. The City Council makes the final designation through enactment of an ordinance.

The preservation ordinance provides that a district or landmark should qualify for designation when it meets one or more of the following criteria.

1. Its character as an established and geographically definable residential neighborhood, united by culture, architectural styles or physical plan and development;
2. Its character as a geographically definable area possessing a significant concentration of buildings or structures united by past events or by its plan or physical development;
3. Its value as a reminder of the cultural or archeological heritage of the city, state or nation;
4. Its location as a site of a significant local, state or national event;
5. Its identification with a person or persons who significantly contributed to the development of the city, state or nation;
6. Its identification as the work of a master builder, designer or architect whose individual work has influenced the development of the city, state or nation;
7. Its value as a building that is recognized for the quality of its architecture and that retains sufficient elements showing its architectural significance; or
8. Its distinguishing characteristics of an architectural style valuable for the study of a period, method of construction or use of indigenous materials.

Recommended Strategy

The following options should be considered for expansion of the historic preservation district.

1. Expansion of the existing historic preservation district.
2. Creation of new historic preservation district(s).
3. Designation of individual landmark structures or sites.

Hold a public meeting with interested stakeholders to identify potential properties and districts for further analysis. This meeting should include an educational component on the benefits of being designated as a local landmark.

Property owners of properties identified for consideration should be consulted for buy-in of the designation.

Staff prepares a report on properties and districts identified for further consideration to present to the Historic Preservation Commission. The report should include the history of the property or district and the merits for designation, including an analysis of the criteria for designation as listed in the ordinance.

The Commission makes a recommendation to the City Council, which enacts an ordinance to designate identified properties and districts.