

LAND DESIGN & DEVELOPMENT, INC.
ENGINEERING • SURVEYING • LANDSCAPE ARCHITECTURE
503 Washburn Avenue, Suite 101
Louisville, Kentucky 40222
(502) 426-9374 FAX (502)426-9375

June 17, 2021

Re: OVEC St. Elizabeth Head Start Program
Property Address: 1000 E. Burnett Ave

Dear Neighbor,

Our client, Ohio Valley Educational Cooperative (OVEC), is proposing to establish a Community Service Facility by way of a "Head Start" program.

A Neighborhood Meeting is required by Louisville Metro Planning and Design Services to present the proposed subdivision to the adjoining property owners and interested parties. Because of the Governor of Kentucky's Covid-19 emergency orders regulating social distancing and public gatherings the Neighborhood Meeting will be held online using a platform called Cisco Webex.

Webex Meeting Date and Time: July 1st, 2021 6:00 p.m.

To join the Webex Meeting online:

<https://landdesigndevelopment.my.webex.com/landdesigndevelopment.my/j.php?MTID=m5af34c36c71304016db0d3976574c7a2>

Meeting number: (access code): **132 352 35544**

Password: OVEC **(6832 FROM PHONE AND VIDEO SYSTEMS)**

Join by phone: +1-408-418-9388 United States Toll

Tap to join from a mobile device (attendees only) [+1-408-418-9388,1323523544#6832#](tel:+1-408-418-9388,1323523544#6832#) United States toll. Some devices may ask attendees to enter a numeric meeting password.

Join by video system

Dial [1323523544@webex.com](tel:1323523544)

You can also dial 173.243.2.68 and enter your meeting number.

If you are unable to attend the meeting and have comments or if you would like to have the meeting link emailed directly to you please contact Derek Triplett triplett@ldd-inc.com

Primary Contact:

Derek Triplett RLA (502) 426-9374 triplett@ldd-inc.com

Land Design and Development, Inc. - 503 Washburn Avenue, Louisville, KY 40222

Louisville Metro Planning and Design Services Contact Information:

Julia Williams, AICP Planning Supervisor (502) 574-6942 Julia.Williams@louisvilleky.gov
444 South Fifth Street, Suite 300 Louisville, KY 40202

Detailed Summary of the Proposal

The applicant, Ohio Valley Educational Cooperative (OVEC), is submitting a Conditional Use Permit Pre-Application for a Community Service Facility located at 1000 E Burnett Ave. The property is zone R-5 and located in a Traditional Neighborhood Form District. The subject site is owned by the Roman Catholic Bishop of Louisville.

The applicant is proposing a “Head Start” program to serve as the Community Service Facility. The Head Start program is administered by the Administration for Children and Families (ACF), an operating division (OPDIV) of the U.S. Department of Health and Human Services (HHS). The Head Start and Early Head Start programs provide grants to public and private non-profit and for-profit agencies to provide comprehensive child development services to predominately economically disadvantaged children and families. Head Start's primary purpose is to prepare children to be ready for school. The Head Start Program Performance Standards are the foundation on which programs design and deliver comprehensive, high-quality individualized services to support the school readiness of children from low-income families. The program performance standards set forth the requirements local grantees must meet to support the cognitive, social, emotional, and healthy development of children from birth to age 5. They encompass requirements to provide education, health, mental health, nutrition, and family and community engagement services, as well as rules for local program governance and aspects of federal administration of the program.

OVEC proposes to open a Head Start program at 1000 E Burnett Ave, Louisville, KY 40217, and advertise the program as “St Ignatius Head Start/Early Head Start.”

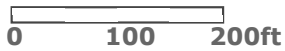
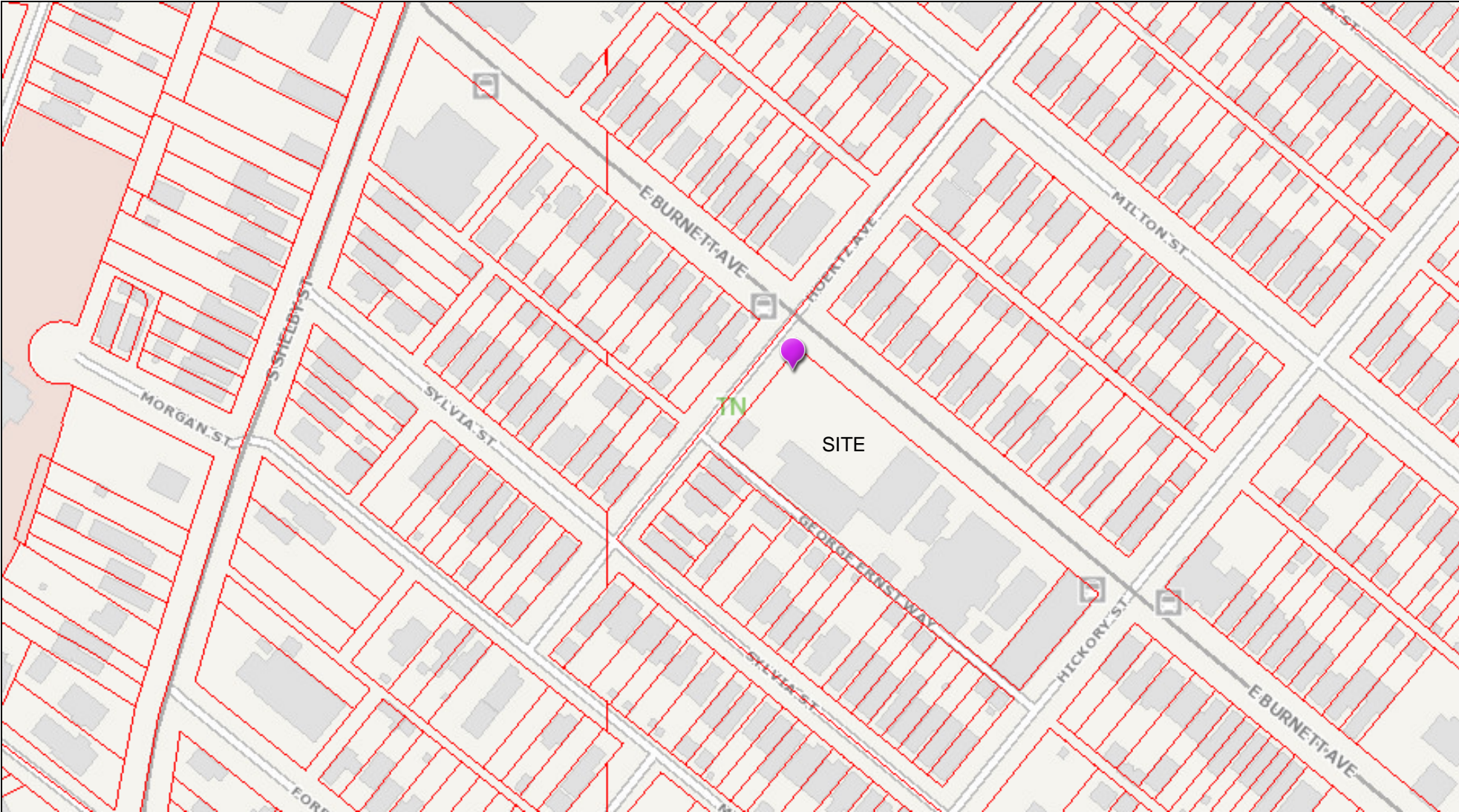
Services at this location will include:

- Full-day (9.5 hours), full-year (240 days) education for children
- Free daily breakfast, lunch, and afternoon snacks for all children
- Case management services to ensure every child has health, dental, mental health, and nutrition services
- Twice-per-year on-site dental cleanings and exams
- Case management services with parents/guardians to set personal and family goals (e.g., continuing education, workforce re-entry, parenting skills) and find resources for achieving goals
- Monthly family night programs that educate parents, guardians, and children on topics such as financial stability, nutrition, and parent-and-child interactions.

All subsequent plans are available to the public on the Planning & Design Services Online Customer Service Portal with the PDS assigned Case Number. The Neighborhood Meeting is required to be held prior to submitting a Preliminary Subdivision Plan to Planning and Design Services and at this point in time a Case Number has not been assigned. Please contact Ann Richard (502) 426-9374 or Julia Williams (502) 574-6942 for an update on the filing and assignment of the Case Number. This is the link to the Planning & Design Services Online Customer Service Portal.

<https://aca-louisville.accela.com/ljcmg/Default.aspx>

Click on the “Search” tab
Then “Planning Applications”
Enter the case number in “Record Number” box
Click on the “Record Info” tab



6/16/2021, 9:04:36 AM



Louisville Metro, MSD, LWC & PVA © 2021
This map is not a legal document and should only be used for general reference and identification.

GENERAL NOTES:

1. Parking areas and drive lanes to be a hard and durable surface.
2. There shall be no commercial signs in the right-of-way.
3. Site lighting shall not shine in the eyes of drivers. If it does it shall be re-aimed, shielded, or turned off.
4. Construction fencing shall be erected prior to any construction or grading activities preventing compaction of root systems of trees to be preserved. The fencing shall enclose the area beneath the drip line of the tree canopy and shall remain in place. No parking, material storage, or construction activities shall be permitted within the fenced area.
5. Mitigation measures for dust control shall be in place during construction to prevent fugitive particulate emissions from reaching existing roads and neighboring properties.
6. Compatible utilities shall be placed in a common trench unless otherwise required by appropriate agencies.
7. Wheel stops or curbing, at least six inches high and wide, shall be provided to prevent vehicles from overhanging abutting sidewalks, properties or public right-of-ways, to protect landscaped areas and adjacent properties. Wheel stops shall be located at least (3) feet from any adjacent wall, fence, property line, woody vegetation, walkway or structure.
8. Benchmark and topographical information shown hereon were derived from Lajic data.

MSD NOTES:

1. Construction plans and documents shall comply with Louisville and Jefferson County Metropolitan Sewer District Design Manual and Standard Specifications and other local, state and federal ordinances.
2. Sanitary sewer service will be provided by existing connection and subject to applicable fees. A Downstream Facilities Capacity request will be submitted to MSD.
3. No portion of the site is within the 100 year flood plain per FIRM Map No. 21111 C 0042 E dated December 5, 2006.
4. Drainage pattern depicted by arrows (→) is for conceptual purposes.
5. If the site has thru drainage an easement plat will be required prior to MSD granting construction plan approval.
6. Site will be subject to MSD Regional Facilities Fee.
7. All drainage, EPSC and Water Quality practices shown on this plan are for conceptual purposes only. Final design of these elements will be determined prior to construction plan approval and shall comply with all MS4 and MSD Design Manual requirements.
8. MSD site disturbance permit required prior to issue of building permits.
9. Existing MSD sewer line location to be field verified prior to MSD construction plan approval. Additional easement may be required.

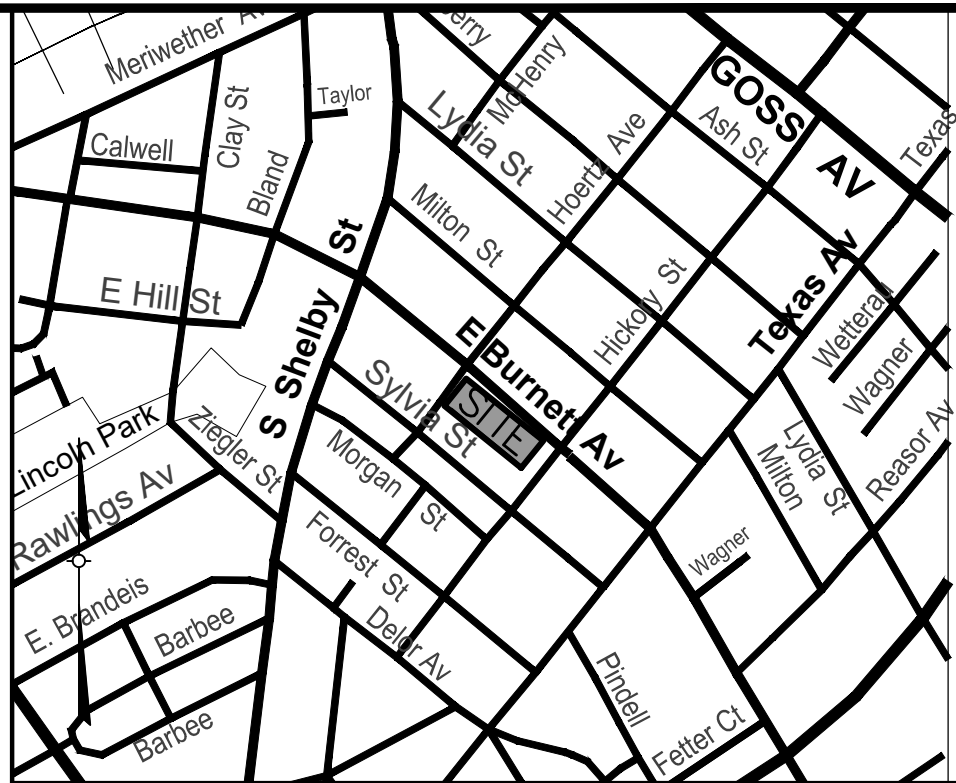
PROJECT DATA

TOTAL SITE AREA = 1.7± Ac. (72,000 SF)
EXISTING ZONING = R-5/C-1
FORM DISTRICT = TRADITIONAL NEIGHBORHOOD
EXISTING USE = CHURCH
PROPOSED USE = COMMUNITY SERVICE FACILITY
BUILDING HEIGHT = 2 STORY (45' MAX. ALLOWED)
BUILDING "A" AREA = 24,400 SF

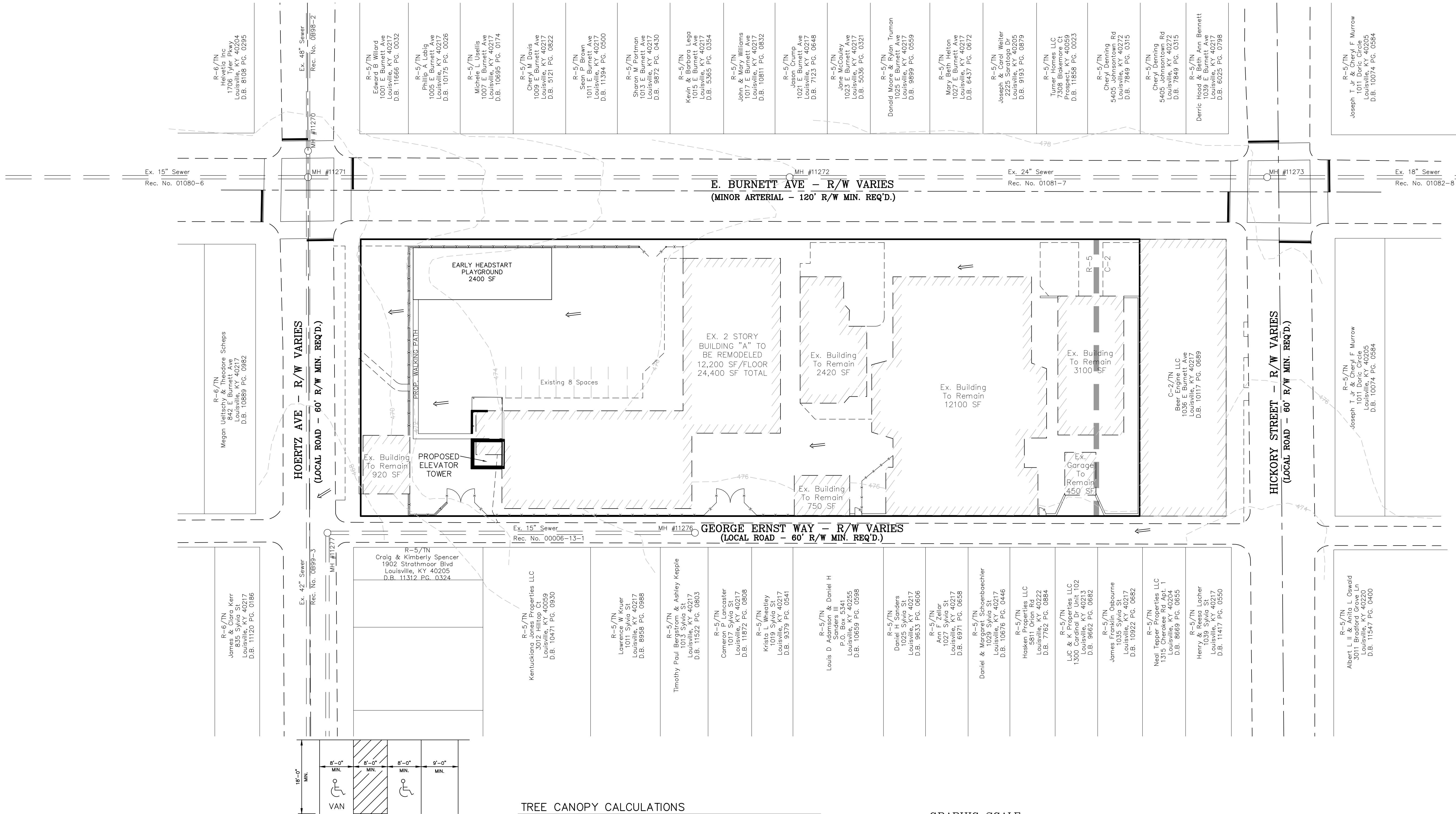
PARKING REQUIRED MIN. MAX.
TO BE DETERMINED BY PLANNING DIRECTOR

TOTAL VEHICULAR USE AREA = 17,720 SF
INTERIOR LANDSCAPE AREA REQUIRED = 886 SF (5%)
INTERIOR LANDSCAPE AREA PROVIDED = SF

EXISTING IMPERVIOUS = XX SF
PROPOSED IMPERVIOUS = XX SF (XX% INCREASE/DECREASE)



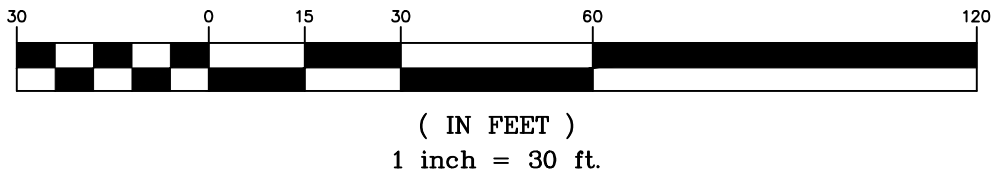
LOCATION MAP
NOT TO SCALE



TREE CANOPY CALCULATIONS

TOTAL SITE AREA	=	72,000 S.F.
TOTAL TREE CANOPY AREA REQUIRED	=	35% (25,200 S.F.)
EXISTING TREE CANOPY TO BE PRESERVED	=	0% (0 S.F.)
PROPOSED TREE CANOPY TO BE PLANTED	=	35% (25,200 S.F.)

GRAPHIC SCALE



SITE ADDRESS:
1000 EAST BURNETT AVE
TAX BLOCK 026G, LOT 0021
D.B. , PG.

COUNCIL DISTRICT - 10
FIRE PROTECTION DISTRICT - LOUISVILLE #4
MUNICIPALITY - LOUISVILLE

WATER/SUB#

OVEC ST. ELIZABETH HEAD START
1000 EAST BURNETT AVE
ROMAN CATHOLIC BISHOP OF LOUISVILLE
P.O. BOX 1073
LOUISVILLE, KY 40201

JOB NO.
21070

SHEET
1
OF 1

LD&D
LAND DESIGN & DEVELOPMENT, INC.
LANDSCAPE ARCHITECTS
927 WESTERN AVENUE, SUITE 101
LOUISVILLE, KENTUCKY 40202
PHONE: 502.446.9976
FAX: 502.446.9974
WEB SITE: WWW.LD&D-KY.COM

PROJECT DATA
FILE NAME: 21070-DDP
DATE: 4/26/21
SCALE: AS SHOWN
CHECKED BY: DT
DRAWN BY: JM

ENGINEER'S SEAL
SURVEYOR'S SEAL

REVISIONS
DESCRIPTION
DATE
NO.

BY
DESCRIPTION
DATE
NO.

After the Neighborhood Meeting

This Neighborhood Meeting is an opportunity for the applicants and surrounding neighbors to discuss and develop an understanding of the proposal prior to a public hearing. At the conclusion of this neighborhood meeting, the applicant has 90 days to file a formal application with Planning & Design Services. If the formal application is not filed within 90 days, the applicant will be required to have another neighborhood meeting.

Once the formal application is filed, a public hearing will be scheduled to consider the application. This public meeting is your official opportunity to speak in support or opposition to the proposal. If you received a notice regarding this neighborhood meeting, or did not receive a notice but signed the sign in sheet, you will receive a notice of the public meeting.

If you are interested in staying informed about this proposal, or have any questions about the formal review process, you may call the Planning & Design Services office at **(502) 574-6230**. Please refer to the case number in your inquiry. You may also go to **<https://louisvilleky.gov/government/planning-design>** to view meeting agendas, search case information, or obtain other Planning & Design Services information.