

Historic Preservation Commission  
Meeting Minutes  
Regular Meeting—May 28, 2024

Present: Elizabeth Jones, Marc Hammes, Jane Camp, Laura Powell, Chuck Bradley

Absent: None

Staff: Brad Callender, Director of Planning & Development  
Laura Wilson, Code Admin

Visitors: Chad Draper, Scott & Gail Cochran

Meeting called to order at 6:00 P.M.

Chairman Jones: Thank you to Fay Brassie for her years of dedicated service to the City of Monroe and the Historic Preservation Commission and a welcome to Chuck Bradley for joining the Commission

Motion to move and approve moving 116 S. Broad to the first time under new business because it is the same application as 208 S. Broad under old business

Motion Camp, Second Hammes  
Motion carried

Chairman Jones asked if there were any changes or corrections to the April 23, 2024 minutes.  
To approve minutes as submitted.

Motion by Hammes, Second by Powell  
Motion carried (Bradley abstained)

Old Business:

**The First item of Old Business:** an update on the request COA #2765, a request for façade improvements at 208 S. Broad St. The applicant Chad Draper spoke in favor of the project. The project is a 17,000 sq ft mixed use development and the applicant will be applying for historic preservation tax credits through Georgia DCA and National Park Service. All of the work will have to be approved by those organizations as well. The drawings presented are conceptual. The state made several interior and exterior changes including but not limited to:

- The front window will be alter to look more like a historic roll up door
- Awnings on north side of the building only
- Painted signage
- Replacement windows on the west elevation 6/6
- Other changes include paintings, hiding interior and exterior mechanical equipment, doors on the interior

Commissioner Bradley: What businesses will be going in?

Draper: a brewery on the top floor; the bottom is still speculative—hoping for a restaurant

New Business:

**The First Item of New Business:** Request for COA #3199, a request for exterior changes at 116 S. Broad St. for the former police station. The exterior changes include signage, basic maintenance such as rot repair, and

reopening window spaces that have been bricked up. An extra exterior door may also be added for egress purposes. The interior has been demolished.

Commissioner Powell: What businesses will go in here?

Draper: Not sure yet

Chairman Jones: Will this be a state project?

Draper: Not sure yet

Chairman Jones: Any questions from the public? No

Motion to approve as submitted

Motion by Hammes, Second by Camp

Motion carried

**The Second Item of New Business:** Request for COA #3197, a request for an accessory structure at 716 E. Church St. The house is on the corner of E. Church St. and Pine Park. The applicant would like to add an additional garage spaced attached to an existing pavilion. The structure will be built on an existing concrete pad. It will be similar in design and materials and be attached to the existing pavilion via a breezeway. The applicant Scott Cochran spoke in favor of the project.

Chairman Jones: Any questions from the public? No

Motion to approve as submitted

Motion by Powell, Second by Bradley

Motion carried

**The Third Item of New Business:** Request for COA #3198, a request for a monument sign at 314 S. Wayne St. The structure was recently renovated and now houses three commercial businesses. The sign will be located about halfway between the road and the front of the house; the current mailbox will be moved. The applicant and owner Brittany Holcombe spoke in favor of the project.

Chairmen Jones read a passage from the Preservation Primer (page 50) regarding the adaptive reuse of houses and proper location and size of signage. We are concerned about the size of the sign in relation of the house.

Commissioner Bradley: There are some examples along Madison and Milledge that are not so overwhelming; could be reduced to 4-5 feet tall like those along N. Broad St.

Commissioner Powell: The sign seems too large for the space given its proximity to the road. I like the design of the sign but it is too large.

Chairman Jones: Any questions from the public? No

Motion to approve sign no larger than 5 feet tall and 4 feet wide

Motion by Hammes, Second by Camp  
Motion carried

**The Fourth Item of New Business:** Request for COA #3196, a request for a fence at 244 Boulevard. Due to an emergency the applicant was unable to be at the meeting.

Motion to table to the June 25<sup>th</sup> meeting

Motion by Powell, Second by Camp  
Motion carried

Motion to adjourn

Motion by Camp, Second by Hammes  
Motion carried

Adjourned at 6:28 pm