

**MONROE PLANNING COMMISSION  
MEETING MINUTES—September 19, 2023**

**Present:** Shauna Mathias, Randy Camp, Rosalind Parks, Mike Eckles, Nate Treadaway

**Absent:** None

**Staff:** Brad Callender—City Planner  
Logan Propes—City Administrator  
Donnie Wright—City Attorney  
Laura Wilson—Code Assistant

**Visitors:** Connie Bentley, Janice Baldwin, Mercedes Pridgen, MaryAnn East, Patricia Sullivant, TuVatta Howard, Ralph Corona, Mike Elrod, Donald Huff, Ricky Emerick, William Coleman, Jeff Carter, Brian Elrod, George Baker III, Cindy Melton, David Melton

Call to Order by Chairman Eckles at 5:30 pm.

Motion to Approve the Agenda

Motion Mathias. Second Treadaway.  
Motion carried

Chairman Eckles asked for any changes, corrections or additions to the August 15, 2023 minutes.

Motion to approve

Motion Parks. Second Camp  
Motion carried

Chairman Eckles asked for the Code Officer’s Report: None

Old Business:

**The First Item of Old Business** is Rezone request #2559 for Madison Ridge Subdivision located at 635 James Huff Rd. The request is to change from R-1A (Medium Lot Residential) to PRD (Planned Residential District). The property was annexed into the City in 2006 and zoned R-1A at that time. The basis of the request is to comply with Section 820 of the Zoning Ordinance requiring all new single-family residential development be rezoned to a planned district. The applicant proposes to develop the site with 129 lots and an amenity area. A second entrance has been added off of Old Athens Hwy to comply with current regulations. The applicant proposes to meet the minimum requirements for housing as regulated in Section 910 of the Zoning Ordinance. Staff recommends approval with conditions.

The open hearing for the rezone was held on August 15, 2023. The item was tabled to address two issues—a wetlands feature and a potential cemetery on the property.

- There was a report from 2006 when the property was originally rezoned and annexed in the City that addresses the pond in question. The information provided in the report identifies the pond in question as being for storm water collection and cattle watering. It is not identified as a spring fed pond. If the project moves forward for development, the applicant will be required to prepare a new report and if the pond is found to be spring fed, buffers will be required based on City ordinances.
- Regarding a potential cemetery, genealogical research was provided to staff from the book Walton County Georgia Cemeteries (East) which places the cemetery in question on an adjoining property north of the site.

Staff recommends approval of the rezone with the two conditions listed in the staff report.

Chairman Eckles: Any questions from the Planning Commissioners only?

Parks: Has there been a report done since 2006?

Callender: No, not since 2006; when they move forward with development, they will be required to do another environmental study to identify potential springs on the property. If it is determined to be a spring pond, it would change their plan or they could apply for an Army Corps permit to mitigate the wetland.

Motion to approved with conditions

Motion Treadaway. Second Mathias.  
Motion Carried 3-1 (Parks denied)

**The First Item of Business** is Certificate of Appropriateness Case #2622, a request to modify the existing site at 195 Martin Luther King Jr. Blvd to allow for additional drive thru lanes. To accommodate additional drive thru lanes, the applicant proposes to reduce parking spaces and the landscaped island. The applicant also proposes to install canopies over the drive thru window and drive thru lanes for taking orders. Staff recommends approval without conditions. Jeff Carter with Carter Engineering spoke in favor of the request. The applicant would like to improve the drive thru to prevent traffic from backing up into the road.

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approved

Motion Mathias. Second Camp.  
Motion Carried

**The Second Item of Business** is Preliminary Plat approval request #2621 for Hambrick Station at 1301 Alcovy St. The previous preliminary plat for the project was approved by City Council in 2021. The previous preliminary plat and land disturbances permits have expired which is the basis for this request. The project consists of 56 single-family detached residential lots. Staff recommends approval without conditions. Brian Elrod spoke in favor of the request.

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approved

Motion Camp. Second Treadaway.  
Motion Carried

**The Third Item of Business** is Conditional Use request #2623 to establish a child care home at 839 Overlook Trail. It would be for care up to six children for less than 24 hours. The hours would be from 5am-7pm Monday – Friday. Parking would be limited to 2-3 cars at a time and not interfere with the residential street. The child care home would be operated on the first floor of the home and in the backyard. Staff recommends approval with two conditions as listed in the staff report dated September 13, 2023. Property owner and applicant, Mercedes Pridgen spoke in favor of the request. Pridgen is a certified teacher and previously operated a child care home business in Florida for over 5 years.

Commissioner Camp: Will these children be in distressed situations or families?

Pridgen: No, I try my best to work with children in good homes. If children are distressed, I have to report that immediately to DFCS.

Chairman Eckles: Besides our approval, are there other approvals from the state needed?

Pridgen: I have formed an LLC and I plan on being licensed by the state of Georgia through Bright from the Start. I have to have the residence inspected by the fire marshal and there will be unannounced inspections by the state. The state license will be renewed annually and kept current through professional development.

Commissioner Treadaway: What is the basis for the extended hours? Is it based on current needs?

Pridgen: Based on the two children I am legally allowed to take care of now, I would adjust the hours to 7am to 4pm.

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve with two conditions listed

Motion Treadaway. Second Mathias  
Motion carried

**The Fourth Item of Business** is Development Regulations Update #7 (Note: The previous update #7 approved by Planning Commission was withdrawn at the Council level)

Revised Sections in Update #7 include:

- 4.2.4—Development permits will expire 24 months after issuance with an option of 1 six-month extension; work must be started within 6 months; if there is a lapse of work for 90 days, permit will expire

- 6.1.2—clarifies number of copies that need to be submitted for Preliminary plats and who is qualified to prepare them; the approval authority will be the Planning Commission instead of City Council
- 7.2—Change approval stamps

Propes: The sixth month option for an administrative extension is for special circumstances such as the City is unable to provide electric or gas meters; it is not an automatic extension

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve

Motion Camp. Second Parks  
Motion carried

Chairman Eckles entertained a motion to adjourn.

Motion to adjourn

Motion Parks. Second Treadaway  
Meeting adjourned; 5:54pm