

**MONROE PLANNING COMMISSION  
MEETING MINUTES—February 20, 2024**

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

**Absent:** Nate Treadaway

**Staff:** Brad Callender—City Planner  
Laura Wilson—Code Assistant

**Visitors:** Ned Bulter, George Baker III, Richard Diegel, Sarah White

Call to Order by Chairman Eckles at 6:00 pm.

Motion to Approve the Agenda

Motion Mathis. Second Parks.  
Motion carried

Chairman Eckle asked for any changes, corrections or additions to the January 16, 2024 minutes.

Motion to approve

Motion Camp. Second Parks.  
Motion carried

Code Report: None

Old Business: None

**The First Item of Business** is Certificate of Appropriateness Case #2938, a request for signage at 535 N. Broad St for Sussie’s Wings. The previous nonconforming sign was knocked down by a vehicle and it will be replaced by a conforming monument sign. Staff recommends approval without conditions. There was no one to speak for or against the application.

Motion to approve

Motion Mathis. Second Parks.  
Motion Carried

**The Second Item of Business** is Certificate of Appropriateness Case #2939, a request in the Central Business District at 140 S. Broad St. in order to demolish an existing commercial building and replace it with a three-story mixed-use building. There would be commercial on the bottom and two stories of residential on top. The proposed building sits where the former Troy Theatre was. Staff recommends approval of the project without conditions. Ned Butler with Reliant Homes spoke in favor of the project.

Commissioner Mathis: Will the project actually be moving forward?

Butler: Yes, the city has the building plans for review

Commissioner Camp? How many apartments will there be? Will there be designated parking?

Butler: There will be 8 apartment units; we are working with the neighboring property owner to improve both parking lots in the back. The plans is to have designated parking for the units behind the building.

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

Motion to approve without conditions

Motion Mathis. Second Camp.

Motion Carried

**The Third Item of Business** is Certificate of Appropriateness Case #2940, a request for site development for a dog kennel at 511 N. Broad St. The proposal includes parking to the side, landscape buffers along the sides and rear of the property, and a building with stone accents and lap siding. The dog runs and potty area will be in the rear of the building which is a required feature for dog kennels in the city. Staff recommends approval without conditions. The applicants Richard Diegel and Sarah White spoke in favor of the project.

Commissioner Mathis: Will you have staff on 24 hours? What are the hours?

Diegel: Hours of operation will be Monday – Friday 7am to 7pm; will also be open on Saturday and Sunday but the operation will not be 24 hours.

Commissioner Camp: What is the maximum number of dogs you will have?

Diegel: about 80 dogs which typically only happens around holiday times

Commissioner Parks: How will you control the noise?

Diegel: We are in a strip mall now with an Army/Navy store next to us and the noise isn't too bad; only hear a little bit. There will not be overnight noise.

White: The dogs will be let out for the last time between 5-7pm at night and then kept inside until the next morning

Commissioner Mathis: What made you choose this location?

Diegel: We live in Monroe and feel there is a need for this type of business here; the property is near Hwy 78

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

Motion to approve

Motion Camp. Second None.

Motion dies for lack of second

Callender—you have to approve or deny the request based on the CDO standards; the project complies with the standards for use in a B-3 zoning. It is not a conditional use

Chairmen Eckles: What kind of landscaping will you have?

Diegel: It will be done nicely with sod grass around the front and sides, bushes and flowers, trees up to code

Commissioner Camp: Where is your other location?

Diegel: in Snellville across from South Gwinnett High School

White: The outdoor areas will have a chain-linked area and then the entire area will have a privacy fence so the dogs cannot see out and others cannot see in. The runs will not be visible from the street.

Commissioner Mathis: I love your idea and I want you in Monroe but I do not think this is an appropriate location. If we are going to build on Broad, it should look like our downtown area. Dog kennels in a neighborhood area is not attractive.

Commissioner Parks: I am concerned about the potential noise

Diegel: The building will be sound proofed and insulated. The dogs will only be out during working hours. They will be grouped on size and temperament.

Discussion continued and Callender read the ordinance going over requirements for approval and denial of CDO application.

Chairmen Eckles reopened the public hearing portion of the meeting to allow George Baker III the opportunity to speak in favor of the application.

- The lots have been empty for a long time and new development might kick start other development.

Motion to approve

Motion Camp. Second Eckles  
Motion tied 2-2 (Parks, Mathis deny)

Motion to table until March 19<sup>th</sup> meeting

Motion Camp. Second Parks  
Motion approved

Callender: Is there anything you would like staff to research before the March meeting?  
-no direction given

Chairman Eckles entertained a motion to adjourn.

Motion to adjourn

Motion Mathis. Second Parks  
Meeting adjourned; 6:31 pm