

Historic Preservation Commission  
Meeting Minutes  
Regular Meeting—October 22, 2024

Present: Elizabeth Jones, Jane Camp (late), Laura Powell, Chuck Bradley,

Absent: Marc Hammes

Staff: Brad Callender, Director of Planning & Development  
Laura Wilson, City Clerk

Visitors: Joe Dixon, Chad Draper, Bruce Henley, Lori Volk, Matthew Chancey

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

Motion to approve agenda as submitted

Motion Powell, Second Bradley  
Motion carried

Chairman Jones asked if there were any changes or corrections to the September 24, 2024 minutes.  
To approve minutes as submitted.

Motion by Bradley, Second by Powell  
Motion carried

Old Business: Moved to bottom of the agenda to have a quorum; Commissioner Bradley is recused.

New Business:

**The First Item of New Business:** Request for COA #3442, a request for construction of a fence at 319 S. Madison Ave. in the East Church Street Historic District. Four new townhouses were recently completed on the site. The fence will run along the northern and southern border of the property from S. Madison Ave. to Milledge Ave. There will also be additional landscaping along the fence. Lori Volk spoke in favor of the project.

Chairman Jones: Any questions from the public? No

Motion to approve

Motion by Powell, Second by Bradley  
Motion carried

**The Second Item of New Business:** Request for COA #3443, a request for signage and a new awning at 141 S. Broad St. in the Monroe Commercial Historic District. The most recent tenant in the space was Reboot Computers and the new tenant is Active Soles Running Company. Matthew Chancey, applicant and owner of the store, spoke in favor of the project. The current awning has an awkward connection to the building that exposes some shingles. I would like to extend the awning and reengineer the frame to make it look uniform. There will be no signage on the awning as pictured. Signage will be in the semi-circle on the front façade (where the existing Reboot sign is), small window decals, and a blade sign on the East Washington Street side. The awning currently extends over into our neighbor's space (David's Tavern?) but we are going to bring it back just to our

side. Further discussion on pressure washing the building and repairing exterior brick if needed when the awning frame is altered.

Motion to approve as submitted

Motion by Bradley, Second by Powell  
Motion carried

**The Third Item of New Business:** Request for COA #3444, a request for construction of two new single-family residences in the East Marable Street Historic District. The lot is currently vacant. The East Marable Street Historic District is characterized by house types (floor plans) rather than architectural features. Although limited, exterior characteristics include wrap around porches or porches that run the full length of the front façade, simple columns, and an interior chimney. The proposed site plan has two houses, one on each lot with driveways on the edge leading to a parking pad or potential future garage site in the back. This step is in keeping with the character of the district. The new residences will be addressed 229 and 231 E. Marable St. and have facades that mirror each other. The applicant, Joe Dixon spoke in favor of the project. The houses will be four bedroom, two bathroom similar to what was built next to the old Napa. The houses will not match everything in the district but will compliment it.

Commissioner Powell: How tall will the house be?

Dixon: Likely 35 feet, typical two stories in height; the houses will have 9ft ceilings

Motion to approve

Motion by Powell, Second by Bradley  
Motion carried

**The Fourth Item of New Business:** Request for COA #3445, a request for signage at 116 S. Broad St.; most recently the former Monroe Police Station, but historically home to Aycocks. The building owner and applicant, Chad Draper is requesting to reproduce the AYCOCKS signs as seen in the photograph submitted with their application. The historic blade sign as seen in the photo will also be recreated. Willfully Guided, the future tenant will occupy both sides of the storefront and therefore would like to have the name of the store painted above both entrances as seen in the historic photo.

Motion to approve

Motion by Powell, Second by Camp  
Motion carried

Old Business:

**The First Item of Old Business:** Request for COA #3401, a request for construction of a new single-family residence at 305 Milledge Ave. in the East Church Street Historic District. The item was tabled in September to allow the applicant time to revise the application. The revised application depicted features consistent with the characteristics of East Church Street Historic District. Staff recommends approval of the project.

Motion to approve

Motion by Camp, Second by Powell  
Motion carried \*Bradley abstaining

**The Fifth Item of New Business:** Approval of the 2025 Meeting Schedule—no discussion

Motion to approve

Motion by Powell, Second by Bradley  
Motion carried

Motion to adjourn

Motion by Hammes, Second by Powell  
Motion carried

Adjourned at 6:25 pm