

**MONROE PLANNING COMMISSION
MEETING MINUTES—January 17, 2023**

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

Absent: Nate Treadaway

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

Visitors: Sharon Carr, Devin Smith, Omar Kahn, Chaunch Edwards, Ed & Julie Hoff, Bonnie Russer, Sherie Hawkins, Jason Murray

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

Motion to Approve the Agenda as presented:

Motion Parks. Second Camp
Motion carried

Chairman Eckles asked for any changes, corrections or additions to the December 20, 2022 minutes.

Motion to approve

Motion Camp. Second Mathias.
Motion carried

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

The First Item of Business: is Rezone Case #1921, a request to rezone 104 3rd St from R-2 (Multi-Family, High Density Residential District) to B-1 (Neighborhood Commercial District). The property sits directly behind 706 S. Broad St. The owner and applicant is requesting a rezone of the property in order to convert a single family residence to allow for expansion of the adjacent professional business that is also owned by the applicant. The proposed professional services include psychological counseling, message therapy, and yoga/pilates instruction. The subject property would be combined together with the adjacent B-1 zoned property with the existing professional services business. There will be 10 unpaved parking spaced between the two buildings. Staff recommends approval without conditions. The applicant and owner, Sherie Hawkins spoke in favor of the request.

Chairman Eckles: Are you using the vacant lot between the two properties for parking? Are you making any improvements?

Hawkins: Yes, the parking will be between the buildings either gravel or pavers with grass in-between

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

Motion to approve as presented

Motion Mathias. Second Camp.
Motion Carried

The Second Item of Business is COA Case #1922, a request for a Central Business District Certificate of Appropriateness, in order to allow for the expansion of an existing office building at 202 S. Madison Ave. The existing architecture of the building will be enhanced and continued. Staff recommends approval without conditions. Business owner and applicant Devin Smith spoke in favor of the project. The business in the building, Southern Elite Contracting, is growing and will use the space for additional offices and a design center.

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

Motion to approve without conditions

Motion Parks. Second Camp
Motion carried

The Third Item of Business is COA Case #1923, a request for a Certificate of Appropriateness application in order to allow placement of wall signs and one monument sign on a site under construction for a quick service coffee house with drive thru. The applicant was before the Planning Commission some time last year and is now back to fulfill a requirement of that approval. Staff recommends approval without conditions. Sharon Carr, sign representative for Starbucks spoke in favor of the project.

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

Motion to approve without conditions

Motion Mathias. Second Parks
Motion carried

The Fourth Item of Business is COA Case #1924, a request for a Certificate of Appropriateness application in order to allow for the conversion of a single-family residence into an office, add parking, and add an accessory structure to be used as a shop. Signage is also included in the request. Staff recommends approval with conditions (two) listed in the staff report dated January 11, 2023. Owner and applicant Chaunch Edwards spoke in favor of the request.

Edwards: Is 104 3rd St in the Corridor Design Overlay?

Callender: No it is not

Edwards: Is that why she is allowed to use gravel for the parking lot?

Callender: She can use gravel because she is in a historic district

Chairmen Eckles: Do you understand the two conditions? And agree with them?

Edwards: Yes

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

Motion to approve with conditions stated in the staff report

Motion Mathias. Second Camp

Motion carried

The Fifth Item of Business is COA Case #1925, a request for Certificate of Appropriateness, in order to allow for the expansion of the existing parking lot at 202 McDaniel St. (First Baptist Church). The applicant proposes to add 22 parking spaces to the existing parking lot to bring the total parking spaces to 97. The additional parking will be on the S. Wayne side of the lot. Staff recommends approval of the COA without conditions. Jason Murray of First Baptist Church spoke in favor of the project.

Commissioner Parks: Is that a net increase of 22 spaces?

Murray: Yes

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

Motion to approve without conditions

Motion Parks. Second Mathias

Motion carried

The Sixth Item of Business is Variance Case #1926, a request for variance at 407 E Church St to allow for the construction of a forward-facing garage and to reduce the side yard setback for an accessory structure. The owners and applicants, Edward & Julie Hoff would like to replace a garage that was destroyed by a fire approximately four years ago. Staff recommends approval without conditions. Edward Hoff spoke in favor of the request.

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

Motion to approve without conditions

Motion Camp. Second Mathias

Motion carried

The Seventh Item of Business is a Map Amendment Case #1927, a proposed zoning map update to show all of the changes that have occurred since July 2021. There is also a change requested by a property owner that will be part of the update.

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

Motion to approve without conditions

Motion Mathias. Second Camp
Motion carried

Chairman Eckles entertained a motion to adjourn.
Motion to adjourn

Motion Camp. Second Mathias
Meeting adjourned; 5:47pm