

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

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

**Absent:** Mike Eckles, Nate Treadaway

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

**Visitors:** Ned Butler, John Thompson, Chad Draper, S. Kim, Nekeshia Brooks Ward

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

Motion to Approve the Agenda

Motion Mathias. Second Parks.  
Motion carried

Chairman Camp asked for any changes, corrections or additions to the November 16, 2023 minutes.

Motion to approve

Motion Mathias. Second Parks.  
Motion carried

Chairman Camp asked for the Code Officer's Report: Brad Callendar

1. Tomorrow is the kickoff meeting for the rewrite of the zoning ordinance to form based code; it is zoom meeting
2. All of the interviews have been conducted with the City Council and planning commission members except for Rosiland who is scheduled for later this week

Old Business: None

**The First Item of Business** is Certificate of Appropriateness Case #2804, a request to add two wall signs at an existing truck stop at 1490 Hwy 78. One wall sign will be for the truck stop and the other for an adjacent restaurant. The signs will have halo or back lit illumination. The existing signs will be removed. Staff recommends approval with conditions. Seong Kim from Sign Tech spoke in favor of the project. Kim agreed to the conditions on internal illumination.

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

Motion to approve with conditions

Motion Mathias. Second Parks.  
Motion Carried

**The Second Item of Business** is a request for a Conditional Use Permit at 907 Amber Trail for a child care home. It is in the Evergreen Estates subdivision. The applicant's intent is to provide care for up to six children from infant to 12 years of age, with hours of operation from 7 A.M to 7 P.M. Staff recommends approval with conditions. The applicant and property owner Nekeshia Brooks Ward spoke in favor of the project. Ward has worked with children for twenty years and would like to start a business in her home.

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

Motion to approve with conditions

Motion Parks. Second Mathias.

Motion Carried

**The Third Item of Business** is Certificate of Appropriateness Case #2806, a request to develop a car wash at 130 Bankers Blvd. Staff recommends approval with conditions. The site would be accessed from Liberty Ln which is a private drive. The site will be landscaped with trees and hedges to reduce headlight glare. The architectural drawings comply with the CDO requirements. The vacuum area will be covered and there is a proposed wall to shield the vacuum area from W. Spring St. Ned Butler with MFT Land Investments Inc (property owner) spoke in favor of the request.

Bulter: The wall and trees will help with the vacuum noise. Customers will enter the site off of Liberty Lane, near the backside of Pinnacle Bank.

Callender: There is a curb cut off of Bankers Blvd but we asked if the site could be entered off of Liberty Lane to meet the requirements of the CDO.

Chairman Camp: Anyone else here to speak in opposition? Yes

John Thompson—represents the Bankers Grove Commons of about 22 offices; Main concerns:

- Excessive light and noise as well as traffic and trash—how will these concerns affect the offices across the street; would like a continuance to discuss the situation further

Callender: This is a design procedure, not a decision on land use; The public was notified 30 days in advance—a sign was posted and an ad was put in the paper which are the minimum requirements. There is nothing in our ordinance that prohibits this land use in a B-3 zoned property. I did review the covenants (for Bankers Grove) and there were no restrictions for this type of land use.

Chairman Parks: What covenants would be impacted?

Thompson: Excessive noise, trash, runoff; concerned about businesses leaving the complex

Callender: Is there something in the covenants that requires approval beyond what the Planning Commission is doing tonight? A board vote or architectural committee?

Thompson: They need to come speak to the associations; it sounds like there may have been a discussion but I do not know to what extent or with whom

Butler: This past July, we sent a request to the Bankers Grover Property Owners Association Board with a layout that showed a coffee shop as well but that did not end up working out. They layout has change slightly due to the access point. It was approved by the Board; it is a five-person board. We will have trash receptacles and staff onsite to keep the area clean. The noise from the blowers will be projected towards Spring St not towards the offices across Bankers.

Motion to approve with conditions

Motion Mathias. Second Parks.

Motion Carried

**The Fourth Item of Business** is Certificate of Appropriateness Case #2807, a request to allow for exterior improvements to the adjacent building at 208 S. Broad St. The applicant proposes to construct a balcony, stairs and landing, entryways, retaining walls, as well as exterior seating areas and gathering spaces. Other improvements include walkways, sidewalks, landscaping, and on-street parking. The project already has Historic Preservation Commission approval. The parking prosed may need to be dedicated to the city. Staff recommends approval without conditions. Chad Draper with JEC Development spoke in favor of the project. The building is a 1920s Ford Dealership. It is 19,000 square feet and the intent is to create a mixed-use facility. It seems like there will be two users—one upstairs and one downstairs.

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

Motion to approve

Motion Mathias. Second Parks.

Motion Carried

Chairman Camp entertained a motion to adjourn.

Motion to adjourn

Motion Parks. Second Mathias

Meeting adjourned; 5:59pm