

**MONROE PLANNING COMMISSION
MEETING MINUTES—July 18, 2023**

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

Absent: None

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

Visitors: Erik Houston, Bill Schmidt, Ed Lane, Casey Marbuit, Lori Volk, Bruce Hendley,
Patrick Stewart, Henry Masie

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

Motion to Approve the Agenda

Motion Mathias. Second Parks.
Motion carried

Chairman Eckles asked for any changes, corrections or additions to the June 20, 2023 minutes.
Motion to approve

Motion Camp. Second Treadaway
Motion carried

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

Old Business: None

The First Item of Business is for preliminary plat approval #2149, a request for approval of the Bell Street Subdivision Preliminary Plat. The request is for four infill lots. Had this property not gone through a minor subdivision plat in 2021, it would have been eligible for administrative approval. The two new single-family residence lots will front on Bell Street. The applicant and owner, Patrick Stewart spoke in favor of the project. Staff recommends approval as submitted.

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

Motion to approved

Motion Mathias. Second Treadaway.
Motion Carried

The Second Item of Business is Certificate of Appropriateness Case #2515, a request for a COA to allow for construction of a fast-food restaurant with a drive-thru window in the Monroe Pavilion Development. It is for a Panda Express. The plan meets the requirements for the Corridor Design Overlay district. Staff recommends approval with two conditions as listed in the

staff report dated July 10, 2023. Both conditions place restrictions on lighting and signs. Erik Houston with Ingenium Enterprises, spoke in favor of the project.

Chairman Eckles: You are familiar with the two conditions?

Houston: In the end, they will be more for the sign company but yest I understand; we will meet all he conditions.

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

Motion to approve

Motion Parks. Second Mathias
Motion carried

The Third Item of Business is Conditional Use Permit Case #2516, a request for a conditional use permit at 113 N. Broad St. to allow retails sales of wine. The applicant proposes to retail sell bottled wine as part of a business that will also sell olive oils, olives, spices, breads, and baked goods. Wine tasting will be included as well. The business will be located in a 685-foot loft space within the Monroe Mercantile Co. building at 113 N. Broad St. Retail sales of wine and beer are Conditional Uses in the B-2 zoning district and CBD. Staff recommends approval without conditions. The applicant and business owner, Adrienne Vines spoke in favor of the project. The store will be similar to an olive oil business in Covington. Wine will not be sold by the glass; small tastings only and bottle sales. Beer will not be available.

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

Motion to approve

Motion Treadaway. Second Camp
Motion carried

The Fourth Item of Business is Rezone Case #2517, a request for rezone of 707 S. Madison Ave. from R-2 (Multi-family, High Density Residential District) to PRD (Planned Residential District). The subject property currently contains one single-family residence. The project is inside the Monroe and Walton Mills Historic District. The home types and changes to the existing structure have been approved by the Historic Preservation Commission. The existing structure will remain and the lot subdivided to allow four additional single-family dwellings on small lots. Each lot will be accessed from a private access drive on a common lot in the center of the development. The current zoning overlay forces the development to be done as condominium. It is more reasonable for this parcel to be developed as single-family lots. Staff recommends approval without conditions. Lori Volk and Bruce Hendley spoke in favor of the project.

Commissioner Treadaway: What is your target price point for these houses?

Volk: Barring any unusual changes in materials, we are looking at 325-350k

Commissioner Parks: When do you expect the remaining lots to be filled and completed?

Hendley: Our plan is to build two, sell them and building the remaining two.

Callender: They will have to go through the preliminary plat process once the rezone is approved. It does not require any dedication of public infrastructure; it's just building a driveway so it should be straightforward.

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

Motion to approve

Motion Mathias. Second Treadaway

Motion carried

The Fifth Item of Business is Preliminary Plat Case #2518, a request for preliminary plat approval to renew a previously approved preliminary plat for a development at 961 Good Hope Rd—Brookland Commons. The previous preliminary plat was approved on July 6, 2021. The previous plat has expired which is the basis for this request. The project consists of 98 single-family detached residential lots and 44 single-family attached townhome lots for a total of 142 units. There are no changes to the previously approved preliminary plat except to remove the phasing component. Staff recommends approval without conditions. Ed Lane from Smith Planning Group spoke in favor of the project. Once the LDP is reissued the project development can be completed and a final plat submitted.

Chairman Eckles: Do you expect to start construction within six months?

Lane: Yes, absolutely

Commissioner Treadaway: What do you expect the price point to be on these homes?

Bill Schmidt (McKinley Homes): 350s or 400s

Commissioner Parks: What is the minimum square footage?

Schmidt: The minimum is 1600 but the townhome will be 1800 and the houses around 2000

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

Motion to approve

Motion Treadaway. Second Mathias

Motion carried

The Sixth Item of Business is Zoning Text Amendment #17—see summary of changes below; Staff recommends approval without changes.

- Proposed amendments for Sections 520, 530, 610, 643, 644 are deferred to a future amendment due to a year-long review of land use and the potential to switch to a form-based code
- Section 620.3, Table 5—add land uses related to alcohol, brewpubs, breweries, and distilleries; add tattoo parlor as an allowed land use

- Section 630.3, Table 6—add land uses related to alcohol, brewpubs, breweries, and distilleries; removed general category of residential
- Section 643A.2(1)(c)(vii)—modify materials permitted on structures in the Corridor Design Overlay District to allow E.I.F.S. siding
- Section 645—Modify the garage requirement in Section 645.5 (6) of the Infill Overallly District to match the requirement in Section 910.1
- Section 646.3, Table 8—to modify and add land uses related to alcohol, brewpubs, breweries, and distilleries; add tattoo parlor as an allowed land use
- Section 820—Amend language for development types; if the development is five lots or less a planned district will not be required
- Section 1000—Modify language to grant the ability for all single-family dwellings in the City to be eligible for an accessory dwelling or apartment regardless of the underlying zoning.

Chairman Eckles: Anyone else here to speak in for or against this amendment? None

Motion to approve

Motion Camp. Second Mathias
Motion carried

The Seventh Item of Business is Development Regulations Update #7—see summary of changes below; Staff recommends approval without changes.

- Proposed amendments for Section 4.2.4—Amend Development Permit language to extend expiration of valid land disturbance permits and to clarify when development permits expire
 - Applicants will have 18 months to complete a project; if the project is not started in 6 months or period of 45 days with no development—the permit will expire
 - If not finished within 18 months, will have to resubmit the preliminary plat

Commissioner Treadaway: A developer could reapply for a permit in month 17 or would they have to wait until month 18?

Callender: The preliminary plat expiration hinges on the LDP expiration; they expire together. The only way we can issue an LDP is if they have an active preliminary plat. If the applicant has submitted a final plat, the LDP can expire

Chairman Eckles: Anyone else here to speak in for or against this amendment? None

Motion to approve

Motion Treadaway. Second Mathias
Motion carried

Chairman Eckles entertained a motion to adjourn.

Motion to adjourn

Motion Treadaway. Second Camp
Meeting adjourned; 6:08pm