

**MONROE PLANNING COMMISSION  
MEETING MINUTES—July 16, 2024**

**Present:** Rosalind Parks, Randy Camp, Mike Eckles, Shauna Mathias, Nate Treadaway (by phone)

**Absent:** None

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

**Visitors:** Dessa Morris, Troy Bugan, Dawn Criss, Andrea Gray, Erica Gvertin, Lee Rowell, Royce Bradley, John Argo, Julie Sams, Ryan Fritz, Larry Bradley, Tonya Thomas, Octavia Earl, Jason Sams, Steve Powers. Chuck Ross, John Davenport, Jessica Murphy

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

Motion to Approve the Agenda with the removal of item #6 –Request for Rezone 415 Pannell Rd R-1 to PID

Motion Parks. Second Camp.  
Motion carried

Chairman Eckles asked for any changes, corrections or additions to the June 18, 2024 minutes.  
Motion to approve

Motion Camp. Second Mathias.  
Motion carried

Code Report: None

Old Business: None

New Business:

**The First Item of Business** is a request for Certificate of Appropriate Case #3245, a request for an addition on an existing commercial building that was previously a single-family house located at 423 E Spring St. Staff recommends approval without conditions. Building owner Octavia Earl spoke in favor of the project.

Chairman Eckles: Anyone here to speak against the application? No

Motion to approve

Motion Mathias. Second Camp.  
Motion approved

**The Second Item of Business** is a request for Certificate of Appropriate Case #3247, a request for a parking lot renovation at 424 E Spring St. The site contains an existing commercial business, the FISH thrift store. The request is to pave the existing unpaved sections of the parking lot on the east side and rear areas of the building. The project was started without permits. Staff recommends approval without conditions. Tom Garrett, the site engineer, spoke in favor of the project.

Chairman Eckles: Anyone here to speak against the application? No

Motion to approve

Motion Parks. Second Mathias.  
Motion approved

**The Third Item of Business** is a request for Certificate of Appropriate Case #3248, a request for a new fast food restaurant with a drive thru at 1001 Pavilion Pkwy. There is an existing access cut off of Pavilion Pkwy that will be shared with the first lot. There is a proposed access driveway around the building with parking in the front and along the sides. A landscape plan is included showing landscaping along Hwy 78 and Pavilion Pkwy. The building is set back far on Pavilion Pkwy—approximately 175 feet. The sign package complies with the sign ordinance. Staff recommends approval with conditions. Developer and property owner John Argo spoke in favor of the project. The architectural materials to build the structure will correspond to those in the shopping center already. When the Monroe Pavilion shopping center was built, the developer did a mass grading of the entire site including all the out lots. Because of this pre-existing compact area in the middle of the lot, the developer shows the building in the middle of the lot.

Chairman Eckles: You are in agreement with the conditions?

Argo: Yes, we have discussed them with Brad

Chairman Eckles: Anyone here to speak against the application? No

Motion to approve with conditions

Motion Mathias. Second Camp.  
Motion approved

**The Fourth Item of Business** is a request for Conditional Use Case #3279, a request for a conditional use for a private school located at 303 S. Broad St. The school proposes to be a tenant inside an existing office building with existing parking. The school will be in the center of the building. Its main purpose is to provide educational services for homebased / homeschooled children. Staff recommends approval without conditions. Attorney Chuck Ross and school director John Davenport spoke in favor of the project. The school has been an existence since 2006 in Covington. Typically, between 2 and 5 students will be on site at one time with five faculty members. It will be a satellite location to aid Walton County students. The school will occupy one of the four suites in the building.

Commissioner Parks: What grade levels will you serve?  
Davenport: 6-12

Chairman Eckles: Anyone here to speak against the application? No

Motion to approve

Motion Camp. Second Treadaway.  
Motion approved

**The Fifth Item of Business** is a request for Conditional Use Case #3280, a request for a conditional use for a retail wine shop located at 114 S. Broad St in the existing Broad St Boots store. Staff recommends approval without conditions. Applicant Jessica Murphey spoke in favor of the project.

Commissioner Mathias: Are you just doing wine tastings? No food?

Murphy: No, we will be doing food. It will have a warming kitchen (no range or hood); offer cheese and typical compliments with wine.

Commissioner Camp: You'll have seating?

Murphy: There will be multiple seating for approximately 40 people; banquet seating, bistro tables, as well as a small bar area and living room type seating

Commissioner Parks: Will the win only be available in the store? Not take any cups out?

Murphy: We will follow the city ordinances. Our priority will be selling bottles.

Chairman Eckles: Anyone here to speak against the application? No

Motion to approve

Motion Mathias. Second Camp.  
Motion approved

**The Sixth Item of Business** is a request for Rezone Case #3282, a request for a rezone from B-3 to PRD/PCD at 1125 N. Broad St. Staff recommends approval with conditions. There will be approximately 1000 residential units inside the development along with about half a million square feet of commercial space. There will be 7 access points—four off of Charlotte Rowell Blvd, two from Hwy 11, and 1 as an extension from Pavilion Avenue. There are five character areas for the project. The project is proposed to be developed in phases. Staff recommends approval with conditions. Brain Wright with Town Planning and Urban Design Collaborative spoke in favor of the project. The project is based on vision and principles—place-making, working with nature, mix of uses, varying housing types & sizes, safe & walkable streets, and trails & park spaces

Commissioner Camp: What phase would the project start on?

Wright: Near the pond with multi-family; it is likely the some of the phases will develop concurrently

Commissioner Camp: How many years do you think the built out will be?

Wright: It's unknown; Monroe is a growing location and it is a one of kind project so it is hard to tell.

Commissioner Mathias: I believe the big multifamily complex is in Phase I and I have a fear that if we do not include some of the commercial or single-family at the same time and a recession hits, that is all we are going to get.

Wright: It is part of the phase but not the only thing

Commissioner Mathias: Will different developers be building each phase?

Wright: Right now it is just one owner; the project will need a master developer approach to coordinate different builders; lots could be sold to individual builders or a finished product; phases could happen concurrently

Chairman Eckles: Anyone here to speak against the application? No

Motion to approve with conditions

Motion Camp. Second Mathias.

Motion approved

Chairman Eckles entertained a motion to adjourn.

Motion to adjourn

Motion Parks. Second Mathias

Meeting adjourned; 6:51 pm