



Council Meeting

AGENDA

Tuesday, April 13, 2021

6:00 PM

City Hall

I. CALL TO ORDER

1. **Invocation**
2. **Roll Call**
3. **Approval of Agenda**
4. **Approval of Consent Agenda**
 - a. March 2, 2021 Council Minutes
 - b. March 9, 2021 Council Minutes
 - c. March 2, 2021 Executive Session Minutes
 - d. March 9, 2021 Executive Session Minutes
 - e. March 16, 2021 Planning Commission Minutes
 - f. March 18, 2021 Planning Commission Minutes
 - g. February 23, 2021 Revised Historic Preservation Commission Minutes
 - h. March 23, 2021 Historic Preservation Commission Minutes
 - i. February 11, 2021 Downtown Development Authority Minutes
 - j. February 11, 2021 Conventions and Visitors Bureau Minutes
 - k. Emergency Purchase - John Deere Loader Boom - To purchase from Flint Equipment Co. for \$19,714.11. (Recommended for Council approval by Public Works Committee April 6, 2021)

- l. REBC Grant Landscaping Installation - To contract with Black Oak, Inc. for \$35,000.00. (Recommended for Council approval by Public Works Committee April 6, 2021)
- m. Belle Meade Primary Electric Project - To approve the primary electric cable replacement at a total cost of \$74,686.00 as presented. (Recommended for Council approval by Utilities Committee April 6, 2021)
- n. IPT Reserve Sale Update - To approve updated IPT as presented. (Recommended for Council approval by Utilities Committee April 6, 2021)

II. PUBLIC PRESENTATIONS

- 1. Child Abuse Prevention Month Proclamation
- 2. Georgia Exceptional Main Street Presentation
- 3. World Autism Month and World Autism Awareness Day Proclamation

III. PUBLIC FORUM

- 1. Public Comments**
- 2. Public Hearing**

 - a. Variance - 211 Baker Street

IV. NEW BUSINESS

- 1. Variance - 211 Baker Street
- 2. Appointment - Historic Preservation Commission
- 3. Appointment - Tree Board
- 4. Nederman Diesel Exhaust Extraction System Repair

V. MAYOR'S UPDATE

VI. ADJOURN

The Mayor and Council met for a called meeting.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Norman Garrett	Council Member (via phone)
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Russell Preston	City Attorney
	Paul Rosenthal	City Attorney

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Jack Armstrong, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Sadie Krawczyk, Patrick Kelley, Beverly Harrison, Les Russell

Visitors: Brad Callender, Amylee Dire

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that all Council Members were present, Council Member Norman Garrett was present via telephone. There was a quorum.

2. City Administrator Update

City Administrator Logan Propes stated there will be a public meeting concerning Traffic Calming towards the end of March, and general concept plans for some of the higher profile areas will be unveiled by the engineers. He explained the purpose of the meeting will be to receive public input. The paving on South Madison Avenue will start in April, due to the huge sanitary sewer upgrade. The final engineered concept plan for the Downtown Green will be available next month. He stated the Walton County Comprehensive Transportation Plan has an interactive tool that is provided by the Georgia Department of Transportation which can be found online. The links are posted on the Walton Tribune and Monroe Local websites; the tool allows citizens to submit problems and suggestions to GDOT, the Counties, and the Cities. The information provided will help in planning Transportation features for the next ten years.

3. Central Services Update

Mr. Chris Bailey stated the facilities and grounds crews picked up over 3,000 pounds of trash around the City. The Spring Newsletter went out March 1. He explained a follow up study will be done on the impact of the Traffic Calming on Church Street and Davis Street. The exchange server migration went successfully. Mr. Bailey gave a presentation of the Police Station / Municipal Court Building renovation.

II. COMMITTEE INFORMATION**1. Finance****a. Monthly Finance Report**

Ms. Beth Thompson presented the monthly Finance Report. She stated the report has unaudited year-end numbers, because year-end accruals have not been done. The 60-day accruals will be finished after the February numbers get closed out. The finance staff has been busy with the year-end audit; Mauldin & Jenkins will be finishing their field work over the next couple of weeks. Hopefully, the final audited numbers and the CAFR will be completed in April. There continues to be an increase in the Sales Tax Revenues. The Property Tax Collections are over 98% of the budgeted amount, and February collections have not been received yet. The Utility non-payment cutoffs are down considerably compared to last year, which is probably due to monthly extensions. There continues to be a high percentage of paid extensions each month, and there are approximately 150 customers taking advantage of Budget Billing.

2. Airport**a. Monthly Airport Report**

Mr. Chris Bailey presented the monthly Airport Report. The preconstruction meeting for the Runway Paving Project will be held mid-March, with the project starting at the beginning of April. He stated all of the tenants and on-site businesses were sent letters notifying them about the closure; the information is also posted on the City website and on social media. There will be a three-to-four-week full closure of the Airport during the month of April, depending on the weather. Following the full closure, there will be another three-to-four-month sporadic closure for testing and final striping. He explained funds provided to the State of Georgia from FAA will be allotted to the Airports for the Coronavirus Response and Relief Supplemental Appropriation Act, which should be an additional \$13,000.00 of grant funds for the City.

3. Public Works**a. Monthly Solid Waste Report**

Mr. Danny Smith presented the monthly Solid Waste Report. He stated the automated gate at the entrance to the Transfer Station is almost done. The remainder of the tipping floor is scheduled to be resurfaced on April 9 and April 10. The tonnage was approximately 7,800, which was about the same as last year. He stated they have added a new Transfer Station customer, Bulldog Disposal Services. Mr. Smith gave an update on the radon incident. A low level of radon was detected in an outbound trailer at Oak Grove landfill. He explained the level of the radiation material was too low to cause any health concerns or to suspend operations. The City has been unable to trace the source and has been advised to install a detection monitor on the scale system. The load was isolated at the landfill for further testing, and they must get the State's permission to unload it. The trailer may have come from a medical facility, nursing home, or hospital. He stated the curbside recycling program will be upgrading to 65-gallon carts. The carts will be Pepsi blue color, with the City of Monroe brand on both sides, and acceptable items listed on the lid. Information packets will be attached to the carts when they are delivered; the starting target date is April 5. The curbside glass collection service is averaging two to three more customers each week, and there was 1.5 tons collected in January.

Mayor, Council, and Mr. Smith further discussed the recycling and class collection services.

b. Great American Cleanup Week, April 19 – 23, 2021

Mr. Danny Smith explained the week of April 19 to be Great American Cleanup Week, which will allow the citizens of Monroe to bring any of their trash, scrap metal, tires (limit 10), and any recyclable items to the transfer station free of charge. He stated they are anticipating more participation this year; a high turnout is expected, due to people being at home.

The committee recommends to Council approval to participate in the Great American Cleanup.

*Motion by Little, seconded by Gregory.
Passed Unanimously.*

c. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. There were 34 units completed in fleet maintenance. The crews are working on demolition in Mathews Park and Coker Park. The leaf truck has been shut down until next fall. The crews are getting ready to do some patching for the LMIG Project and throughout the City. He discussed paving becoming more expensive each year, due to the streets having to be milled. The milling will increase the lifespan of the paving.

d. Approval – Highland Parking Lot Rehabilitation

Mr. Jeremiah Still requested approval for the complete rehab of the parking lot at the corner of West Highland Avenue and North Broad Street, which downtown businesses use for additional parking. The City wants to extend the agreement with the owner to continue using it as a public use parking lot. The proposal includes total rehab of the existing asphalt and rebuild of the retaining wall. The new design includes additional parking places, new striping, and directional striping. He requested approval of the contract with J & R Consolidated Holdings, Inc., the lowest bidder, for the amount of \$58,500.00. The project is contingent upon the acceptance and approval of an extended contract with the owner, Kenneth Murray, Sr., to retain the property for parking only.

City Administrator Logan Propes stated the agreement will hopefully be ready next week, but it could be next month. He explained the extension will be for a minimum of five years, with a year-to-year agreement thereafter.

The committee recommends to Council approval of the contract with J & R Consolidated Holdings, Inc., for a total cost of \$58,500.00, contingent upon the property owner's acceptance and approval of the extended contract for parking only.

*Motion by Gregory, seconded by Little.
Passed Unanimously.*

e. Vehicle GPS Purchase / Conversion

Mr. Chris Bailey requested approval for the upgrade of the current GPS system throughout the City. The total upfront cost will be \$20,570 to purchase GPS units for 93 vehicles from AT&T Fleet Complete, which includes the upfront data plan fees, system access, and installation cost. He explained this will replace the existing units already deployed throughout the City's vehicle fleet; the updated units will provide better connectivity, tracking, and diagnostic alerts. They will take the old units for approximately a \$6,000 credit on the first monthly invoice after the

installation is complete. The expenses and monthly fees will be split between departments and divisions as outlined.

The committee recommends approval of the purchase from AT&T Fleet Complete for \$20,570.00 as presented to Council.

*Motion by Little, seconded by Gregory.
Passed Unanimously.*

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He discussed a report from MEAG showing the uptime availability of the substations and downtime in breaker operations throughout the year. The electric substations in the City had an uptime of 99.7% last year. Publix is ready to start building when the weather permits. The overhead portion of the Etten Drive 3-phase project is complete. The FTTX project is waiting for poly concrete boxes and distribution taps to arrive. The downstream capacity has been increased on the cable system to make sure customers are getting what they need during the fiber transition. He explained that he is not comfortable feeding the new house being built at the end of Belle Meade from the existing infrastructure; it will be fed off of Alcovy Street instead. There has been trouble with the underground power in that subdivision the last few years, because the wire has been installed since 1989. A lot of underground wire will be replaced in the CIP Budget next year. He will be meeting with a contractor to discuss the power line replacement. He will be requesting additional CIP Funds to expand the fiber system outside of the City limits and to help cover some of the new subdivisions.

b. Monthly Water, Sewer, & Gas Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, & Gas Report. The crews have temporarily stopped working on the gas extension on Highway 186, due to the cold weather. The gas main for Fields of Alcovy Mountain has been completed; it will serve 61 lots. The crews are installing the four-inch plastic gas main on Old Monroe Madison and Chandler Road in Good Hope. The Publix gas line will be starting this week. The Alcovy River and Highway 138 Sewer Extension bid has been awarded and will be starting soon. He stated the request for proposal for the Sewer Plant design and review is due March 25. The 30-inch water distribution line should be out for bid soon; Weideman & Singleton is almost finished with the design. The Piedmont Industrial water main extension was completed last week; and the 20-inch water main on Cedar Ridge is about 50% complete. The Loganville water extension is waiting on one final easement; the pump station has been completed.

Vice-Mayor Larry Bradley requested Mr. Middlebrooks and Mr. Thompson to include a current projects list in their Utility Reports, with a 30-60-90-120-day timeline.

5. Public Safety

a. Monthly Fire Report

Battalion Chief Jack Armstrong presented the monthly Fire Report. He stated they had 5 false calls. They responded to 233 calls in the month of January, with six being fires. There were two fires in the City limits. The fire at 501 Pine Park Street had a \$500 loss; it was caused from rodents creating a nest under the stove. The working structure fire at 416 Spring Place had a \$40,000 loss on the property. The smoke alarm at the residence alerted the family about the fire

inside the garage, and the family was able to vacate the home. The fire was contained largely to the garage; it is believed that the fire was caused by a faulty multi strip outlet. Mr. Armstrong discussed the loss of retired Captain Hubert Hawkins in January and the loss of retired Captain Joe Locklin last May. He requested that the two individuals be recognized and honored somehow.

b. Monthly Police Report

Police Chief R.V. Watts presented the monthly Police Report. He stated they had 1,518 calls for service in January and 1,624 calls last January. There were 8,877 area checks and 5,521 this time last year. The Part I and Part II Crimes are down significantly. The Joint Operations Unit executed three search warrant, made 16 felony arrests, and confiscated ten guns. He discussed the importance of staffing in order to meet the needs of the community, which was reflected this weekend. Someone tried to steal the tithes offering box off of the 1025 Church on East Spring Street; officers were able to make an arrest immediately. Sunday morning there was an assault on an 85-year-old female by an individual that escaped from a home; an arrest was made within eight and a half minutes. An arrest has been made for the Christmas morning homicide in Magnolia Homes. He discussed implementing school zone cameras to detect speeding, which would be an agreement with Red Speed. Officers recovered three stolen vehicles and made one arrest from yesterday to today.

6. Planning & Code

a. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. The Code office had 114 inspections, and there were 39 permits written. There was \$102,000 worth of permitting, based on the MAB Project. He stated five new businesses acquired business licenses and three businesses closed. Main Street Apartments has their full Certificate of Occupancy, and Monroe Pavilion is ongoing. The Roe is under construction; they have had delays, due to COVID-19. The new classroom building for Grace Monroe Church is coming along well. The Reddy Clinic is still under construction. The City Marshals removed 117 signs from the roadway, issued 204 repair / cleanup orders, investigated two utility tampering cases, and issued six citations. He explained the Historic Preservation Commission granted a COA for 213 West Highland Avenue. Mr. Brad Callender has been working on information packets for new customers.

b. Intergovernmental Agreement with Walton County and City of Loganville for Aerial Photometrics

City Administrator Logan Propes explained the second Intergovernmental Agreement with Walton County and the City of Loganville for enhanced aerial photometrics, which gives an ultra-high resolution, aerial orthorectified photography model. The model will provide great planning and property assessment tools that will help with better ground visualizations and resolution for property assessment / appraisals, parcel boundaries, layering, and other GIS and planning work. The bulk of Walton County will be covered. Mr. Propes explained the City will not be subject to funding until next year, but Walton County needs approval of the agreement for their upcoming fiscal year. The City of Monroe will be responsible for paying \$6,722.02 per year for a period of three years, totaling \$20,166.05.

The committee recommends approval of the Intergovernmental Agreement with Walton County and the City of Loganville for aerial photometrics as presented to Council.

*Motion by Dickinson, seconded by Malcom.
Passed Unanimously.*

7. Economic Development

a. Monthly Economic Development Report

Ms. Sadie Krawczyk discussed the Downtown Monroe Vibrancy Report, which is a culmination of the numbers submitted monthly to the Georgia Main Street Program. The 2021 Event Calendar which is mailed to the community is being finalized. She stated the City of Monroe Branding initiative with the Carl Vinson Institute is getting started. The survey can be filled out at <http://www.brandmonroe.com> and all input is welcome. It will be a long process, with the final product being revealed around November or December. The Annual Downtown Reception for sponsors and volunteers was held last night, and the winners will be included in the report next month. The Classic Car Show will be held on March 13.

8. Parks

a. Monthly Parks Report

Mr. Chris Bailey presented the monthly Parks Report. The shade structures for Pilot Park were delivered yesterday and will be installed as weather permits. He stated Pilot Park is continuing to thrive and flourish. The restroom facility at Mathews Park is not in the designated place, due to the ground being too wet. It will be moved to the correct place after the ground dries out. He discussed possibly having an opening event at Pilot Park and Mathews Park in May.

III. ITEMS OF DISCUSSION

- 1. Application – Beer & Wine Package Sales and Spirituous Liquors and Beer & Wine On-Premise Consumption – The Roe**
- 2. 2nd Reading – Offenses and Miscellaneous Provisions – Possession of Marijuana Ordinance Amendment**
- 3. Modified Development Agreement with MAB American et al.**

There was a general discussion on the above items. There was no action taken.

IV. ITEMS REQUIRING ACTION

1. Resolution – Sanitary Sewer and Wastewater System Preservation

City Administrator Logan Propes discussed the wastewater system and the needed upgrades, which is a precious resource for the citizens and businesses in the City of Monroe. It could take a while to get some of the required equipment for the upcoming rehab. He explained the resolution helps to further protect the City sewer system. No more sewer lines will be run to developments outside of the City limits; sewer lines will be preserved for developments inside the City, except for taps already purchased or development agreements that have already been approved.

Vice-Mayor Larry Bradley questioned there being some outstanding approvals.

City Attorney Paul Rosenthal answered the system recovery fees that have already been paid and the development agreements that have already been executed anticipating connection will be

honored. The two effected parties will be contacted to let them know they need to be finished within 24 months, which should not be a problem.

To adopt the resolution.

*Motion by Dickinson, seconded by Little.
Passed Unanimously.*

2. Lighting Repairs – US 78 and Highway 11

Mr. Brian Thompson discussed the ongoing conflict with the Georgia Department of Transportation concerning ownership of the lights. GDOT will not repair them, which creates a safety and aesthetics issue. He presented a request to replace the conduit, wire, and lighting structures on the ramps located on US Highway 78 and Georgia Highway 11 for a total cost of \$76,115.25. He explained there will be ten aluminum poles purchased, which will leave two spare poles as replacements. There is a twelve-week lead time for the poles.

To approve replacement of the lighting structures and repairs for a total cost of \$76,115.25

*Motion by L. Bradley, seconded by Gregory.
Passed Unanimously.*

V. MAYOR’S UPDATE

Mayor John Howard stated the cable bills have been reviewed as discussed and not a single household was billed incorrectly. He appointed Council Member Norman Garrett, Council Member Tyler Gregory, and Council Member David Dickinson to serve on the Decriminalization of Marijuana Committee; Chief R.V. Watts will be gathering information from other jurisdictions. COVID-19 cases are down. He discussed the Texas Power Grid and the storm that hit Dallas last week, which basically put them out of business. The City of Monroe is ready for this type of emergency situation; MEAG provides economic opportunities. The City’s Energy Portfolio includes nuclear, solar, gas, wind, hydro-electric, coal, and natural gas; the City is 70% non-carbon emitting. He recommended that Council take the MEAG 101 Class. The Transfer Station will be open on Saturday, April 24 for the Great American Cleanup.

VI. ADJOURN TO EXECUTIVE SESSION

*Motion by R. Bradley, seconded by Malcom.
Passed Unanimously.*

RETURN TO REGULAR SESSION

VII. ADJOURN

*Motion by R. Bradley, seconded by Malcom.
Passed Unanimously.*

The Mayor and Council met for their regular meeting.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Norman Garrett	Council Member
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Russell Preston	City Attorney
	Paul Rosenthal	City Attorney

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Andrew Dykes, Beth Thompson, Brian Thompson, Rodney Middlebrooks, Patrick Kelley, Chris Bailey, Sadie Krawczyk, Beverly Harrison, Les Russell

Visitors: Sharon Swanepoel, David Clemons, Ben Garrett, Judy Rowell, Lee Rowell, Lindsey South, Kirklyn Dixon, Gary Hobbs, Wes Sorrells, Jeff Neufeld, Robbie Hooker, Angie Putnam, John Argo

I. CALL TO ORDER – JOHN HOWARD

1. Invocation

Pastor Wes Sorrells of First United Methodist Church gave the invocation.

2. Roll Call

Mayor Howard noted that all Council Members were present. There was a quorum.

3. Approval of Agenda

To approve the agenda as presented.

*Motion by R. Bradley, seconded by Little.
Passed Unanimously*

4. Approval of Consent Agenda

- a. February 2, 2021 Council Minutes
- b. February 9, 2021 Council Minutes
- c. February 16, 2021 Planning Commission Minutes
- d. February 23, 2021 Historic Preservation Commission Minutes
- e. January 14, 2021 Downtown Development Authority Minutes
- f. January 14, 2021 Conventions and Visitors Bureau Minutes

- g.** Great American Cleanup Week, April 19 – 23, 2021 – To participate. (Recommended for Council approval by Public Works Committee March 2, 2021)
- h.** Approval – Highland Parking Lot Rehabilitation – To contract with J&R Consolidated Holdings, Inc. for \$58,500.00, contingent upon extended contract with property owner to retain property for parking only. (Recommended for Council approval by Public Works Committee March 2, 2021)
- i.** Vehicle GPS Purchase / Conversion – To purchase from AT&T Fleet Complete for \$20,570.00. (Recommended for Council approval by Public Works Committee March 2, 2021)
- j.** Intergovernmental Agreement with Walton County and City of Loganville for Aerial Photometrics – Approval of IGA as presented. (Recommended for Council approval by Planning & Code Committee March 2, 2021)

To approve the consent agenda as presented.

*Motion by Dickinson, seconded by Little.
Passed Unanimously*

II. PUBLIC PRESENTATION

1. YMCA Presentation

Mr. Jeff Neufeld presented a five-minute video sharing the Vision of the YMCA.

Mr. Gary Hobbs gave an update on the YMCA; he and Mr. Ben Garrett are Chairmen on the Campaign Leadership Team. He introduced Ben Garrett, Kirklyn Dixon, Robbie Hooker, Angie Putnam, Lee Rowell, Judy Rowell, and Jeff Neufeld. He stated Meredith Malcom and Lee Garrett from the video are Campaign Co-chairs also. The YMCA would not be possible without the land donation from Lee and Judy Rowell. He discussed what the YMCA will do for the community. It is not coming to Monroe to compete with any other programs but to complement them. The YMCA will give children the opportunity to learn to swim, give the surrounding high school swim teams a place to practice and have their meets, give seniors a place to connect, and it will serve the whole family. There are also summer day camps for kids. He discussed the economic impact and benefits for the community.

Mr. Ben Garrett explained the Walton County Healthcare Foundation is partnering with the YMCA, and they are committed to building an auditorium. The YMCA is a great opportunity for Walton County.

Mr. Hobbs stated they have currently raised \$5.3 million of the \$15 million goal. They would like all the Cities and Counties to be involved financially.

No Action.

III. PUBLIC FORUM

1. Public Comments

No one signed up for public comments.

IV. NEW BUSINESS

1. Application – Beer & Wine Package Sales and Spirituous Liquors and Beer & Wine On-Premise Consumption – The Roe

To approve the application.

Motion by Dickinson, seconded by R. Bradley. Passed Unanimously

2. 2nd Reading – Offenses and Miscellaneous Provisions – Possession of Marijuana Ordinance Amendment

City Attorney Paul Rosenthal gave the second reading of the ordinance to amend Chapter 62 – Offenses and Miscellaneous Provisions, Article I, Section 62-3 – Possession of Marijuana.

To adopt the ordinance.

Motion by R. Bradley, seconded by Malcom. Passed Unanimously

3. Modified Development Agreement with MAB American et al.

Mr. John Argo, with MAB American Management, gave an update on the Monroe Pavilion Project. He stated they are currently in the process of paving and construction; there will be a full year of construction. He thanked the Mayor, Council, and City staff for all of their support, which is greatly appreciated. There are great things going on in Monroe, and they are pleased to be a part of the community. Mr. Argo explained they are planning to have a midway ceremony in late April or early May.

City Administrator Logan Propes presented the highlights of the Modified Development Agreement with MAB Monroe, LLC. He explained the main modifications in the agreement relate to the water lines and how the interconnectedness will work. The southern connection water line will be downsized from a 20-inch line to a 10-inch line. He stated this is the final amendment and the project will be ready to continue moving forward with construction both publicly and privately.

To approve the modified Development Agreement with MAB as presented.

Motion by Dickinson, seconded by Malcom. Passed Unanimously.

4. Supplemental Capital Improvement Fund Request – Outside of City Fiber Funding

City Administrator Logan Propes presented the request to allocate an additional \$750,000 from existing Utility CIP Funds for the purpose of extending fiber to certain areas outside of the City limits as determined feasible by staff. This will allow fiber extensions to easily be dropped off of the current system to areas outside of the City limits. The return on the investment will be made easily within 24 to 36 months. He explained the objective is to be able to serve the public with additional fiber in an affordable format. The full amount may not be required, but will make the project buildouts easier.

Mr. Brian Thompson discussed how projects right outside the City limits could bring revenue into the City.

Council Member Lee Malcom requested monthly updates on the areas and delivery timelines.

Vice-Mayor Larry Bradley stated he is supportive of fiber going outside the City limits but encouraged meeting the needs of people inside the City, prior to going outside of the City. There are serious needs for fiber inside the City that need to be met first.

Mr. Propes stated this will not impede the fiber inside the City; these types of requests come up sporadically. He stated the \$750,000 will accompany the \$12.7 million in bond funds, which have been prioritized for fiber buildout.

Council and staff discussed the possibility and issues of grant funding for the fiber project.

To allocate an additional \$750,000.00 from existing Utility CIP Funds for the purpose of extending fiber to certain areas outside of the City limits as determined feasible by staff.

*Motion by R. Bradley, seconded by Gregory.
Passed Unanimously.*

5. Modified Agreement for Parking Lot Use at West Highland – 5-year Extension

City Administrator Logan Propes stated Kenneth Murray, Sr. has agreed to the five-year extension of the agreement for the use of 0 West Highland Avenue as a Public Parking Lot. He explained the lot needs significant upgrades and improvements that the City will be funding. The Downtown Development Authority agrees with using the lot for general public parking.

To approve the modified agreement with Kenneth Murray, Sr. for a five-year extension as presented.

*Motion by Gregory, seconded by Malcom.
Passed Unanimously.*

V. MAYOR’S UPDATE

Mayor John Howard had no update tonight.

VI. ADJOURN TO EXECUTIVE SESSION

*Motion by Malcom, seconded by Gregory.
Passed Unanimously.*

RETURN TO REGULAR SESSION

To approve the proposed employment contract renewal extension for Logan Propes for five years and seven months, to retract the car allowance currently in the contract, to include the standard COLA and biennial merits, and to start on May 14, 2021 in the amount of \$160,000.00.

*Motion by R. Bradley, seconded by Malcom.
Voting no Garrett, Crawford.
Passed 6-2.*

VII. ADJOURN

*Motion by R. Bradley, seconded by Little.
Passed Unanimously.*

MAYOR

CITY CLERK

The Mayor and Council met for an Executive Session.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Norman Garrett	Council Member (via phone)
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Debbie Kirk	City Clerk
	Russell Preston	City Attorney
	Paul Rosenthal	City Attorney

I. Call to Order – John Howard

1. Roll Call

Mayor Howard noted that all Council Members were present, Council Member Norman Garrett was present via telephone. There was a quorum.

II. Personnel Issue (s)

1. Personnel Matter

Personnel matters were discussed, including attorney-client discussions.

III. Adjourn to Regular Session

*Motion by R. Bradley, seconded by Malcom.
Passed Unanimously.*

MAYOR

CITY CLERK

The Mayor and Council met for an Executive Session.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Norman Garrett	Council Member
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Debbie Kirk	City Clerk
	Russell Preston	City Attorney
	Paul Rosenthal	City Attorney

I. Call to Order – John Howard

1. Roll Call

Mayor Howard noted that all Council Members were present. There was a quorum.

II. Personnel Issue (s)

1. Personnel Matter

Council Member Ross Bradley clarified the motion to approve the proposed employment contract renewal extension for Logan Propes for five years and seven months, no car allowance, to include the standard COLA and biennial merits, and to start on May 14, 2021 in the amount of \$160,000.00.

*Motion by R. Bradley, seconded by Malcom.
Voting no Garrett, Crawford, L. Bradley.
Passed 5-3.*

III. Adjourn to Regular Session

*Motion by Gregory, seconded by Malcom.
Passed Unanimously.*

MAYOR

CITY CLERK

**MONROE PLANNING COMMISSION
MINUTES FOR MEETING
March 16, 2021**

Present: Randy Camp, Rosalind Parks, Mike Eckles, Chase Sisk, Nate Treadaway

Absent: None

Staff: Pat Kelley – Director of Planning and Code
Debbie Adkinson – Code Department Assistant
Brad Callender – Planning

Visitors: Michelle Plaster MD, Jon Hill, Tanner Aycock

CALL TO ORDER by Chairman Eckles at 5:30 pm.

Chairman Eckles asked for any changes, corrections or additions to the February 16, 2021 minutes.

To approve

Motion Parks, Second Sisk
Passed unanimously.

Chairman Eckles ask for a Code Officer Report.
Kelley: Nothing at this time

PH open 5:32 pm

The First Item of Business is for petition # VAR-000090-2021 for a Variance of Section 520, Table 3 for additional parking at 211 Baker Street. The applicant is CMH Real Estate LLC. The request is for additional parking outside the Zoning parameters. Code Department recommends approval without conditions.

Michelle Plaster MD spoke to the request. They are looking to expand the current footprint at the end of Spring St. They have added another physician that brings them to a total of 6 provider practice. They are expanding to the back of the property where they will add a Wellness Center that will have its own separate urgent care for people that are sick so as not to expose them to others that are not sick. This mainly for Covid patients. They need more parking spaces to accommodate the employees.

Chairman Eckles asked for any questions.
Treadaway if the entrance for this would be off Spring St?
Dr Plaster stated the building would be off Baker St
Treadaway asked if there would be a curb cut on Baker St.
Kelley stated there would.

Chairman Eckles asked for anyone to speak against the request. There was none.

PH closed at 5:36

Chairman Eckles entertained a motion.

To Approve

Motion Treadaway. Second Parks
Passed unanimously

Old Business: None

New Business: None

Chairman Eckles entertained a motion to adjourn.

Motion by Camp, Second Parks
Meeting adjourned at 5:37 pm

**MONROE PLANNING COMMISSION
MINUTES FOR ZOOM MEETING
March 18, 2021**

Present: Randy Camp, Rosalind Parks, Mike Eckles, Chase Sisk, Nate Treadaway

Absent: Rosalind Parks

Staff: Pat Kelley – Director of Planning and Code
Debbie Adkinson – Code Department Assistant
Brad Callender – Planner
Logan Propes – City Administrator

Visitors: Erin Blue

CALL TO ORDER by Chairman Eckles at 5:38 pm.

Chairman Eckles stated the minutes from February meeting had been approved in the March 16, 2021 meeting and the minutes of the March 16th meeting are not ready for approval.

Chairman Eckles ask for a Code Officer Report.

Kelley: Nothing at this time

PH open 5:39 pm

The First Item of Business is for petition # PCOM - 00093-2021 for a COA for exterior changes at 156 Martin Luther King Jr Blvd. The applicant is Tractor Supply Co. The request is for an addition of a greenhouse to house plants and associated retail items. Code Department recommends approval without conditions.

Erin Blue with Onyx Creative, architect of record for Tractor Supply spoke to the request. The Greenhouse will be within the existing fenced in area.

Treadaway asked if there were any other Tractor Supply’s that had components to them that helps to break up that façade.

Blue the greenhouse portion which has been proposed at this site is just that. With the translucent polycarbonate is all that has been done at other locations. They have done a frosted polycarbonate at other locations but it is not as ideal as a clear polycarbonate.

Chairman Eckles for any other questions.

Treadaway: is the polycarbonate going inside the fence.

Blue: Yes. They will be adding a motorized gate to the existing fence.

Eckles: Will the access be from inside or outside the building?

Blue: there will be both.

Sisk: Will you be having store front doors on the exterior?

Blue: Yes

Camp: Will there be a check out in new facility or will the checkout happen within the store?

Blue: There is a single point of sale that will be next to the double doors on front of the greenhouse.

Sisk: Will you be collecting water off the roof of the greenhouse?

Blue: The intent is for the greenhouse to drain into a gutter system that will discard at grade.

Treadaway: What about signage.

Blue: Signage is handled through the sign vendor. Signage will not be internally illuminated. It is as you see it in this proposal.

Kelley stated the sign would have to be permitted separately. The signage in our ordinance may preclude that.

Chairman Eckles asked if there was anyone present to speak against the request. There was none.

PH closed at 5:49

Chairman Eckles entertained a motion.

To Approve

Motion Camp, Second Sisk
Passed unanimously

Old Business: None

New Business: None

Chairman Eckles entertained a motion to adjourn.

Motion Sisk, Second Treadaway
Meeting adjourned at 5:50

Historic Preservation Commission
Meeting Minutes
February 23, 2021

Present: Crista Carrell, Mitch Alligood, Fay Brassie, Elizabeth Jones,

Absent: Susan Brown

Staff: Pat Kelley, Director of Planning & Code
Debbie Adkinson, Code Department Assistant

Visitors:

Meeting called to order at 6:04 P.M.

Chairman Carrell asked if there were any changes or corrections to the January 26, 2021 minutes.

To approve with date correction.

Motion by Jones Second by Brassie
Motion carried. Minutes Approved with correction.

The First Item of Business: Request for COA # HP-000088-2021 for an addition at 120 Walton Street. The applicant is James Laird, owner.

Mr. Laird spoke to the request. He submitted drawings from an architect. These plans are self-explanatory. It will be about a 1000 sq ft addition. The kitchen and master suite.

Chairman Carroll asked if there were any questions. None.
Chairman Carroll asked for questions from the public. None.

Chairman Carroll entertained a motion.

To Approve

Motion by Alligood. Second by Jones
Motion carried. COA Granted.

The Second Item of Business: Request for COA # HP-000089-2021 for external changes at 208 Walton Street. The applicant is John Cown, representative for owner Dr. Darin Wasileski.

Mr. Cown spoke to the request. They want to change out windows to meet the period of the house. They also want to move some to widen the space between them to fit the flow of the interior. They will keep the original siding. They would like to install a metal roof if it is in the period and change the round columns to original style columns. They would also like to remove the deck on the side toward the back of the house. Dr Wasileski wants to make it beautiful for raising his family.

Brassie asked if they would take the brick fence down.
Mr. Cown stated they would like to but was told they couldn't.
Brassie says it's not historical. It was built in the 1975.

Chairman Carroll asked if there were any other questions.
Brassie asked if they would need to come back to change the columns.
Carroll stated if you want something changed you can place that in the motion.

Mr. Cown asked about the neighbors having a portion of the fence on their yard?

To approve with the leeway to make changes to make house more historically correct, by changing columns if they need to be and removing the fence which is not historical. Also including changing the windows.

Motion by Brassie. Second by Jones
Motion Carried. COA Granted.

The Third Item of Business: Request for COA # HP-000092-2021 to demolish house and build a new house in its place at 315 South Madison Avenue. The applicant is Fernando Villarruel, owner.

Mr. Villarruel spoke to the request. He stated they would like to start a process to build a historically accurate new house there. He submitted a sketch of what the house he would build looks like. The process would begin with demolishing the current house. They have inquired about doing upgrades to make it functional and safe and their determination was to demolish and rebuild.

Brassie asked if it would cost \$100,000 to do upgrades.

Villarruel stated that was about correct.

Brassie asked what it would cost to build the new one.

Villarruel says the house they submitted with the request is more historically matched with area.

Jones asked what were the things that need to be done to the existing house to make it livable and safe?

Villarruel stated it would need foundation work to stabilize and align the floors, ripping out the walls, redoing the plumbing and other things. He feels it would have to be taken down to its stubs and redo it.

Chairman Carroll asked for any other questions. None

Chairman Carroll entertained a motion.

To Deny

Motion by Brassie. Second. None
Motion died

To table until more information could be obtained.

Motion by Alligood. Second by Brassie
Motion carried.

Mr. Villarruel asked if there was a check list to go by for obtaining the information needed to justify the demolition?

Kelley stated there is a property maintenance checklist that the Code Dept can go over with Mr. Villarruel. Also, typically if the cost to renovate, remodel or repair exceeds 50% of the taxed value of the property, then it would be a candidate for demolition.

Mr. Villarruel asked if this information would need a quote from a contractor?

Kelley stated that would help. He would also be happy to fill out the property maintenance form for any deficiencies that exist. Pictures and documentation of the extent of the damage would also help.

Mr. Villarruel brought to the attention of the commission that all the houses next door to the property had been demolished.

Old Business: Chairman Carroll stated the granted was submitted. Not sure when we will find who receives it.

New Business: Jones state she will be Preservation Action. It will be virtual.

Chairman Carroll entertained a motion to adjourn.

To adjourn

Motion by Alligood Second by Jones
Motion carried. Adjourned at 6:25 pm

Historic Preservation Commission
Meeting Minutes
March 23, 2021

Present: Crista Carrell, Susan Brown, Fay Brassie, Elizabeth Jones,

Absent: Mitch Alligood

Staff: Pat Kelley, Director of Planning & Code
Debbie Adkinson, Code Department Assistant
Brad Callender, Planner

Visitors: Fernando Villarruel, Dulce Villarruel, Sam Davis

Meeting called to order at 6:04 P.M.

Chairman Carrell asked if there were any changes or corrections to the February 23, 2021 minutes.

To approve with date correction.

Motion by Jones Second by Brassie
Motion carried. Minutes Approved with correction.

The First Item of Business: Request for COA # HP-000094-2021 for exterior changes at 507 E Church St. The applicant is Samuel Davis, Owner.

Mr. Davis spoke to the request. He has three items he would like to do to the exterior of the house. (1.) He is asking to remove the stairwell from the front porch and secure the balcony by closing it off. (2.) They want to make the side room into a sunroom with a door. (3). To remove the existing steps where the sunroom will be. (4.) They would like to change the front door to be a double door and remove the side lights.

Chairman Carrell asked for questions.

Chairman Carrell asked if the balcony would be removed?

Davis: No, it would stay.

Brown: Would you remove the stone steps on the front.

Davis: No, those would be cleaned up and painted.

Brown: why would you want to change the doors as is to double doors.

Davis: The transom would stay. They wanted to replace the doors due to draftiness.

There was more discussion of the windows for the sun room. The suggestion was to make sure all of the windows had the crown molding over the top of them.

Chairman Carrell entertained a motion.

Motion to approve windows for the sun room with the condition that the Cornish on the windows match the original windows.

Motion by Brown. Second by Jones
Motion carried. COA Granted

Motion to remove the stairs and secure the balcony by closing off.

Motion by Brassie. Second by Brown
Motion carried. COA Granted

Motion to deny the changing of the door from single to double.

Motion by Brassie. Second by Jones.
Motion Carried. COA Denied

Motion to remove steps on side of house.

Motion by Brassie. Second by Brown.
Motion carried. COA Granted

Old Business:

Revisit of 315 S Madison Avenue Demolition request for COA.

Fred and Dulce Villarruel spoke to the request. They have more information on the condition of the house and what it would cost to get back to a livable structure. A Code inspection was done by the Code Department inspector. They had a home inspector do a thorough inspection on the entire house. There are a number of significant structural issues with the house. The approximate renovation number would be \$135,000. This is the number the house inspector derived at. A contractor friend gave them an estimate of \$110,000.

Kelley: Tim Wilkins, the inspector for the City, went by and did the check list for what needed to be done. It does seem to be cost prohibitive to restore.

Chairman Carrell asked if there were any questions for the owners.

There was much discussion on the house and the closeness of the property lines. It was stated the house was only 4 feet from the property line on both sides. There would be no place for a driveway or parking on this property. They also discussed when a new house would be built. The outlook is within a year. They discussed the previous demolition of three other houses to the south side of the property.

Chairman Carrell entertained a motion.

There was more discussion of why it should be restored. Jones brought to their attention the State Tax Credit that pays out 25% of cost to restore. Brassie feels the amount stated was not an

unreasonable amount for repairs. There was concerned about the front of the house being close to the street. This house is an existing non-conforming property therefore would not be a problem.

Chairman Carrell entertained a motion once more.

To Deny Demolition

Motion by Brassie. Seconded by Brown.
Motion passed. COA Denied

The applicant asked what his next steps would be. He was informed of the permits needed for renovation, the option to appeal to the City Council within 30 days of decision and he was given information on the State Tax Credit.

Other old business:

Brown brought to the table the outside walls of the building at 100 S Broad Street having the stucco partially removed and exposed brick. The commission feels they should come back before them to discuss the look and technique and get approval.

Brassie brought to the table the Addison Wonderland faded flower color still on the wall.
Kelley: they intend to repaint.

Brassie: Katy’s Diner window painting needs to be removed. It exceeds the window size.
Kelley: we will check into it.

Brassie: did the Hester house come before the commission about the fence?
Chairman Carrell doesn’t remember anything in reference to the house.

New Business:

Brassie: The Hester house now has shutters that look like western motif.
Kelley asked for a list of things to be looked into.

Chairman Carrell announced a possible decision on the grant in April 2021.

Chairman Carrell entertained a motion to adjourn

To adjourn

Motion by Brown. Second by Jones
Motion carried. Adjourned at 7:14 pm



Downtown Development Authority

MINUTES

Thursday, February 11, 2021

8:00 AM

City Hall - 215 N. Broad Street - Join Zoom Meeting

<https://us02web.zoom.us/j/83217262394>

CALL TO ORDER

Meeting was called to order at 8:05 am.

ROLL CALL

PRESENT

- Chairman Lisa Anderson
- Vice Chair Meredith Malcom
- Secretary Andrea Gray
- Board Member Whit Holder
- Board Member Wesley Sisk
- Board Member Charles Sanders
- City Council Representative Ross Bradley
- Board Member Chris Collin

CITY STAFF

- Logan Propes
- Sadie Krawczyk
- Leigh Ann Walker
- Les Russell

Mayor John Howard

APPROVAL OF PREVIOUS MEETING MINUTES

- . DDA January Minutes

Approved - Motion made by Secretary Gray, Seconded by Board Member Sisk.
Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder,
Board Member Sisk, Board Member Sanders, Board Member Collin

City Council Representative Bradley was not present for this vote.

APPROVAL OF FINANCIAL STATEMENTS

. DDA December Financials

Approved - Motion made by Board Member Sisk, Seconded by Vice Chair Malcom.
Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder,
Board Member Sisk, Board Member Sanders, Board Member Collin

City Council Representative Bradley was not present for this vote.

PUBLIC FORUM

None.

CITY UPDATE

Planning retreat with City Council took place last month, lots of work ahead for us as we make edits to zoning ordinances and clarify zoning/permitting processes for the public over the next year; the city has been asked to submit a full application for the downtown green \$500,000 grant.

COUNTY UPDATE

None.

COMMUNITY WORK PLAN &REPORTS

Existing Environment - alleyway update (W. Spring & Wayne)

cost estimates are coming back for the needed work on the Highland parking lot; these will require the city to update the lease agreement with Murray Properties on the parcel.

Infill Development -

Bold Springs school renovation is close to completion of the first phase, Grace is targeting a grand opening to the public on 4/18/21. 2 new businesses will be part of this first phase - a coffeeshop and a preschool.

Entertainment Draws -

2021 Event calendar coming together; Major Humphrey's Brewing Co. has submitted GCF RLF application and are ready to begin construction in spring of this year.

PROGRAMS

Events - 2021 Calendar

Car Show set for 3/13/21; no Book Festival the year; no Food Truck Friday events or Movies at the Mill events; all other events are being planned as usual; Concert line-up has been set for 4 summer series concerts. For Farm to Table the planning committee is planning to find a fall date for the event.

Downtown Design

No update.

Farmers Market - registration open for 2021 season

Online vendor registration is open for the 2021 season, which will run from May 8 through Oct. 30.

FUNDING

SPONSORSHIP

2021 invoices were sent this week. The board recommended we pursue a larger series sponsorship for the concerts. Staff will redesign sponsorship packet to reflect this change.

FACADE GRANTS - None.

COMMUNITY EVENT GRANTS - None.

NEW BUSINESS

Adjourn to Executive Session

Motion made by Vice Chair Malcom, Seconded by City Council Representative Bradley.
Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

Real Estate matters were discussed.

Adjourn Executive Session

Motion made by Board Member Holder, Seconded by Board Member Sisk.
Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

Actions Items

- The board approved a contract to purchase 112, 114, & 118 S. Wayne Street for \$150,000.00 with a closing date of 4/30/2021. Motion made by Secretary Gray, Seconded by Board Member Sisk. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

- The board approved a contract to purchase 109 S. Jackson Street for \$92,500.00 with a closing date of 3/1/21. Motion made by Board Member Sanders, Seconded by Board Member Sisk. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

- The board authorized the Chairman to pursue and finalize financing for these real estate transactions based on the best terms available. Motion made by Secretary Gray, Seconded by Board Member Sanders. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

- The board authorized the Chairman to order updated surveys for 112, 114, & 118 S. Wayne Street and 109 S. Jackson. Motion made by Secretary Gray, Seconded by Board Member Holder. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

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ANNOUNCEMENTS:

March 1st - Annual Downtown Reception, 6:00 pm at the Factory at Walton Mill
March 10th - GEMS Virtual Presentation

Next meeting scheduled, March 11th, at 8:00 am at Monroe City Hall

ADJOURN

Motion made by Vice Chair Malcom, Seconded by Board Member Sisk. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin



Convention and Visitors Bureau

MINUTES

Thursday, February 11, 2021

8:00 AM

City Hall - 215 N. Broad Street - Join Zoom Meeting

<https://us02web.zoom.us/j/83217262394>

CALL TO ORDER

Meeting called to order at 9:19 am.

ROLL CALL

APPROVAL OF EXCUSED ABSENCES

APPROVAL OF MINUTES FROM PREVIOUS MEETING

. January CVB Minutes

Approved - Motion made by Vice Chairman Malcom, Seconded by City Council Representative Bradley.

Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Sisk, City Council Representative Bradley, Board Member Collin

APPROVAL OF CURRENT FINANCIAL STATEMENTS

. December CVB Financials

Approved - Motion made by Board Member Sisk, Seconded by Board Member Holder.

Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Sisk, City Council Representative Bradley, Board Member Collin

Chairman's Report

Director's Report

OLD BUSINESS

Hotel activity still moving forward.

NEW BUSINESS

2021 Budget draft will be emailed out for review prior to next month's meeting.

ANNOUNCEMENTS

Next meeting will be March 11, 2021, at Monroe City Hall

Historic Trust Expedition will be rescheduled for sometime later in 2021.

MWCA is organizing a garden tour for this spring/summer.

ADJOURN

Motion made by City Council Representative Bradley, Seconded by Vice Chairman Malcom.
Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Sisk, City Council Representative Bradley, Board Member Collin



To: City Council, Public Works Committee
From: Danny P. Smith, Director of Solid Waste
Department: Solid Waste - Disposal
Date: 3-23-2021
Description: A request is being made for an emergency purchase of a loader boom for the John Deere Loader.

Budget Account/Project Name: 540-4530-542500

Funding Source: SW Capital

Budget Allocation: \$0.00

Budget Available: \$0.00

Requested Expense: \$19,714.11

Company of Purchase: Flint Equipment Co.

Recommendation: Solid Waste staff recommends to approve the request of \$19,714.11 for Flint Equipment Co., including freight, to replace the broken loader boom on the backup JD Loader at the Transfer Station. The boom supports an 8-ton waste bucket, making the unit extremely unsafe and inoperable.

Background:

The repairs are necessary to maintain an uninterrupted level of service, when the primary unit is being serviced or potential downtime!

It is the goal of the City of Monroe to continually provide for the proper maintenance and upkeep of all assets and facilities and to provide for a safe and well-kept workplace environment.

Attachment(s):

Documentation – 2 pages

1. Cover Sheet
2. Quote



Albany, GA
Adairsville, GA
Andrews, SC
Atlanta, GA
Aynor, SC
Braselton, GA

Brunswick, GA
Columbus, GA
Cuthbert, GA
Dothan, AL
Grovetown, GA
Ladson, SC

Macon, GA
Savannah, GA
Simpsonville, SC
Troy, AL
Walterboro, SC
West Columbia, SC

CORPORATE OFFICE
1206 Blaylock Street
P.O. Box 3329
Albany, GA 31706-3329
229-888-1212
www.flintequipco.com



JOHN DEERE

Ship To: IN STORE PICKUP

Bill To: CITY OF MONROE
PO BOX 1249
MONROE GA 30655

Branch 19 - C&F-BRASELTON		
Date 03/18/2021	Time 12:57:03 (O)	Page 1
Account No 0227744	Phone No 7702676933	Est No 01 007636
Ship Via	Purchase Order NEEDED	
Tax ID No	586000626	
	Salesperson CP	

ESTIMATE EXPIRY DATE: 06/16/2021

PARTS ESTIMATE - NOT AN INVOICE

Part#	Description	U	Qty	Price	Amount
AT341620	Loader Boom		1	19014.11	19014.11
				Subtotal:	19014.11
				Tax:	.00
				TOTAL:	19014.11

Authorization: _____

Your Job
Is Our
Business

IMPORTANT WARRANTY NOTICE: Any warranties associated with the merchandise purchased hereunder are acknowledged to be from the manufacturer only and Flint Equipment Company has expressly disclaimed any warranty, either expressed or implied, including any implied warranty of merchantability or fitness for particular purpose. The seller neither assumes nor authorizes any other person to assume for it any liability in connection with the sale of said products. Any limitation contained herein does not apply where prohibited by law.

ACKNOWLEDGEMENTS: SERVICE CHARGE ON OVERDUE ACCOUNTS AT THE RATE OF 1.5% PER MONTH (18% PER ANNUM); RESTOCKING FEE 15%. THERE WILL BE NO REFUNDS ON SPECIAL ORDER PARTS AFTER 30 DAYS FROM INVOICE DATE OR ANY ELECTRICAL PARTS. Delivery and acceptance of the above-described merchandise is hereby acknowledged. Stated price is agreed to and this invoice shall be payable not later than on the 10th of the month following the date hereof. All returns for credit must be made within ten (10) days from the date hereof and accompanied by this invoice. All returnable parts are subject to a restocking charge. Late charges shall be assessed on all past due amounts.

Customer's Signature _____ Date _____





To: Public Works Committee, City Council
From: Chris Bailey, Assistant City Administrator
Department: Public Works
Date: 03/30/21
Subject: REBC Grant Landscaping Installation

Budget Account/Project Name: REBC Grant Project / City Entrance Signage / Gateway Signage / CIP

Funding Source: REBC Grant / SPLOST 2019

Budget Allocation: \$100,000.00

Budget Available: \$31,000.00*

Requested Expense: \$35,000.00

Company of Record: Black Oak, Inc.

Description:

This item is to request the approval of Black Oak, Inc. to perform the landscaping installation portion of the gateway entrance on Highway 11 North at Charlotte Rowell Boulevard. Grant funding was awarded in the amount of \$31,000 with the installation low bid coming in at \$35,000. The remainder of the project would be applied to the 2021 CIP item as listed under Central Services, thus covered with SPLOST dollars. Upon the installation, City entrance signage that is currently in design will be placed in the area as well. That signage will have a generic current City logo to then be replaced upon the final rebrand determination of the City later in 2021. Keck and Wood provided the design concept of the landscaping and handled the bidding process of this project for coordination with the REBC grant awarded.

Background:

The City of Monroe in spring of 2020 approved the application for the Roadside Enhancement and Beautification Council (REBC) for funding awards of up to \$50,000 to municipalities for projects involving roadside enhancement and beautification or gateway entrance signage. In October of 2020, the City was awarded \$31,000 from our application for gateway entrance signage on Highway 11 North and Charlotte Rowell Boulevard.

Attachment(s):

- Quote – 2 pages
- Landscaping Design – 2 pages

BLACK OAK INC.
3630 SPEARS RD
MADISON, GA 30650 US
parienzo@bellsouth.net

Estimate

ADDRESS

Adam Shelton
City of Monroe

ESTIMATE # 1022

DATE 03/08/2021

DATE	SERVICE	DESCRIPTION	QTY	RATE	AMOUNT
	Services	PLANTS AND TREES: 3--NELLY R STEVENS --8' HGT 3-- CRYPE MYRTLE-- 8' HGT 43--ABELIA--3 GAL 26-- DISTYLUM-- 3GAL 38--NANDINA-- 3 GAL 39--LAURAPEDLUM-- 7 GAL 65--DAYLILY-- 1 GAL 70 BLUE PACIFIC JUNIPER-- 1 GAL 43--MUHLY GRASS-- 3 GAL 3100 SF MULCH 8975 SF TIFF TUFF BERMUDA SOD THIS PRICE INCLUDES ALL TREES AND SHRUBS--WEED MAT--MULCH -- TIFF TUFF SOD. ASLO INCLUDES ALL GROUND PREP WORK DONE ACCORDING TO SPECS, EXCAVATING SOIL 12" AND MIXING IN SCREENED TOPSOIL FOR PLANTING MIX AND MOUNDING UP BEDS ACCORDING TO PLANS. ALSO, 4" OF EXCAVATION AND MIXING OF SOIL FOR SOD. WE WILL WATER EVERYTHING WHILE WE ARE THERE. ANY ADDITIONAL WATERING WILL BE \$1,250.00/ TRIP. WE WILL LOCATE UTILITIES BUT CAN NOT RE-LOCATE. IF YOU HAVE ANY QUESTION CALL ME @678-300-5963			35,000.00

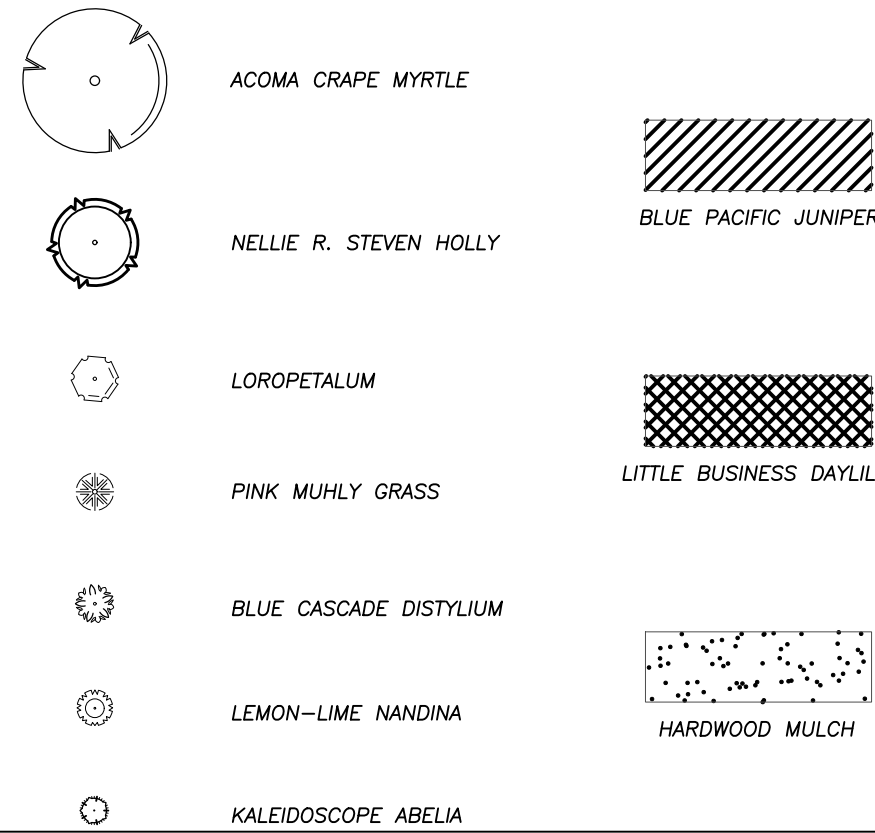
TOTAL

\$35,000.00

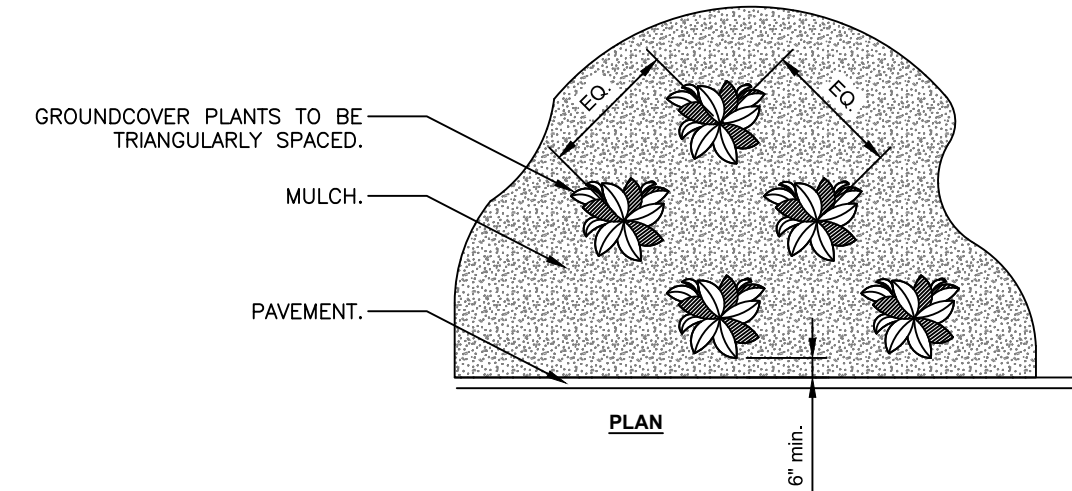
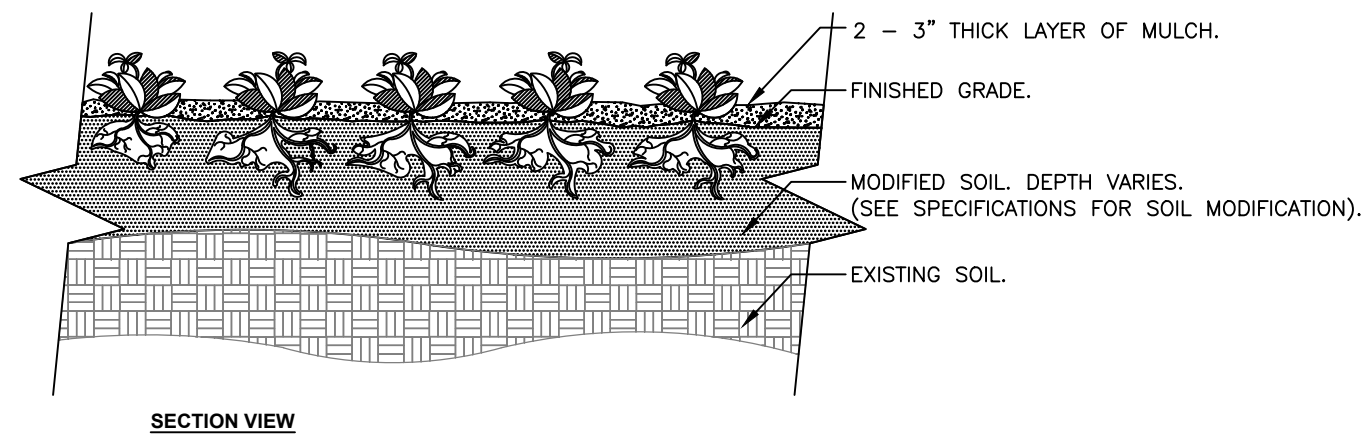
Accepted By

Accepted Date

Qty.	Symbol	Scientific Name	Common Name	Size	Notes
Trees					
3	IN	Ilex x 'Nellie R. Stevens'	Nellie R. Steven Holly	8' Height	
3	LA	Lagerstromia faurei 'Acoma'	Acoma Crape Myrtle	8' Height	3 stem min.
Total	6				
Shrubs					
43	AGK	Abelia grandiflora 'Kaleidoscope'	Kaleidoscope Abelia	3 GAL.	
26	DMY	Distylium myricoides	Blue Cascade Distylium	3 GAL.	
38	LNN	Nandina domestica 'Lemon-Lime'	Lemon-Lime Nandina	3 GAL.	
39	LCS	Loropetalum chinense 'Sizzling Pink'	Loropetalum	7 GAL.	
Total	146				
Groundcover					
65	HLB	Hemerocallis 'Little Business'	Little Business Daylily	1 GAL.	18" on center spacing
70	JCB	Juniperus conferta 'Blue Pacific'	Blue Pacific Juniper	1 Gal	24" on center spacing
Total	135				
Grasses					
43	MCP	Muhlenbergia capillaris	Pink Muhly Grass	3 GAL.	
Total	43				
Mulch					
3,100	S.F.	Double Hammered Hardwood			
Total	3,100				
Turf					
8,975	S.F.	T&Turf Bermuda Seed			
Total	8,975				

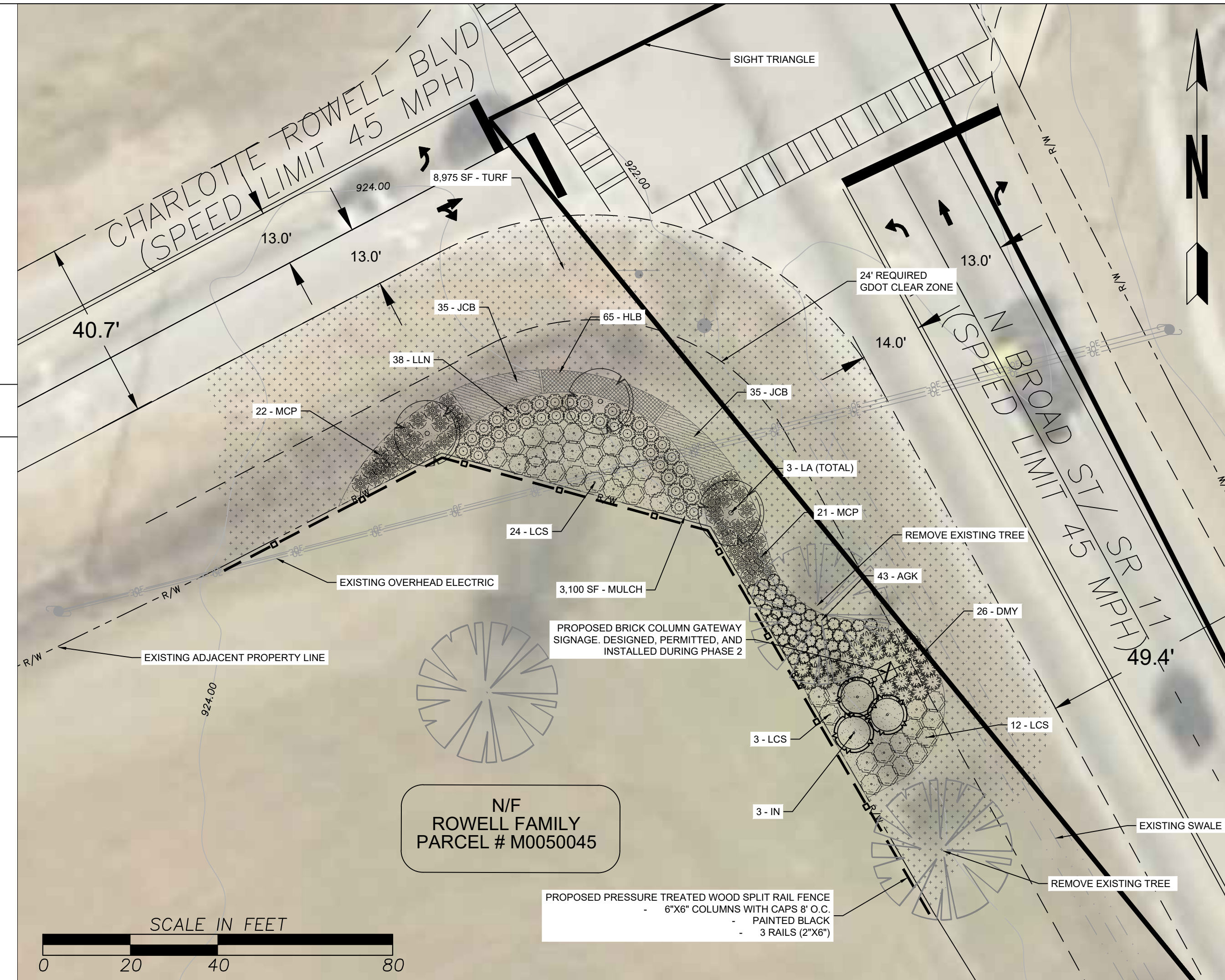


1 PLANTING SCHEDULE AND LEGEND



- NOTES:
- 1- SEE PLANTING LEGEND FOR GROUNDCOVER SPECIES, SIZE, AND SPACING DIMENSION.
 - 2- SMALL ROOTS (1/4" OR LESS) THAT GROW AROUND, UP, OR DOWN THE ROOT BALL PERIPHERY ARE CONSIDERED A NORMAL CONDITION IN CONTAINER PRODUCTION AND ARE ACCEPTABLE HOWEVER THEY SHOULD BE ELIMINATED AT THE TIME OF PLANTING. ROOTS ON THE PERIPHERY CAN BE REMOVED AT THE TIME OF PLANTING. (SEE ROOT BALL SHAWING CONTAINER DETAIL).
 - 3- SETTLE SOIL AROUND ROOT BALL OF EACH GROUNDCOVER PRIOR TO MULCHING.

1. THE POSTED SPEED LIMIT ON CHARLOTTE ROWELL BOULEVARD/SR 138 IS 45 MPH AND THE POSTED SPEED LIMIT ON NORTH BROAD STREET/ HIGHWAY 11 IS 45 MPH.
2. THIS PROJECT HAS BEEN PREPARED USING CITY OF MONROE GIS DATA AND DIGITIZATION OF AERIAL PHOTOGRAPHS.

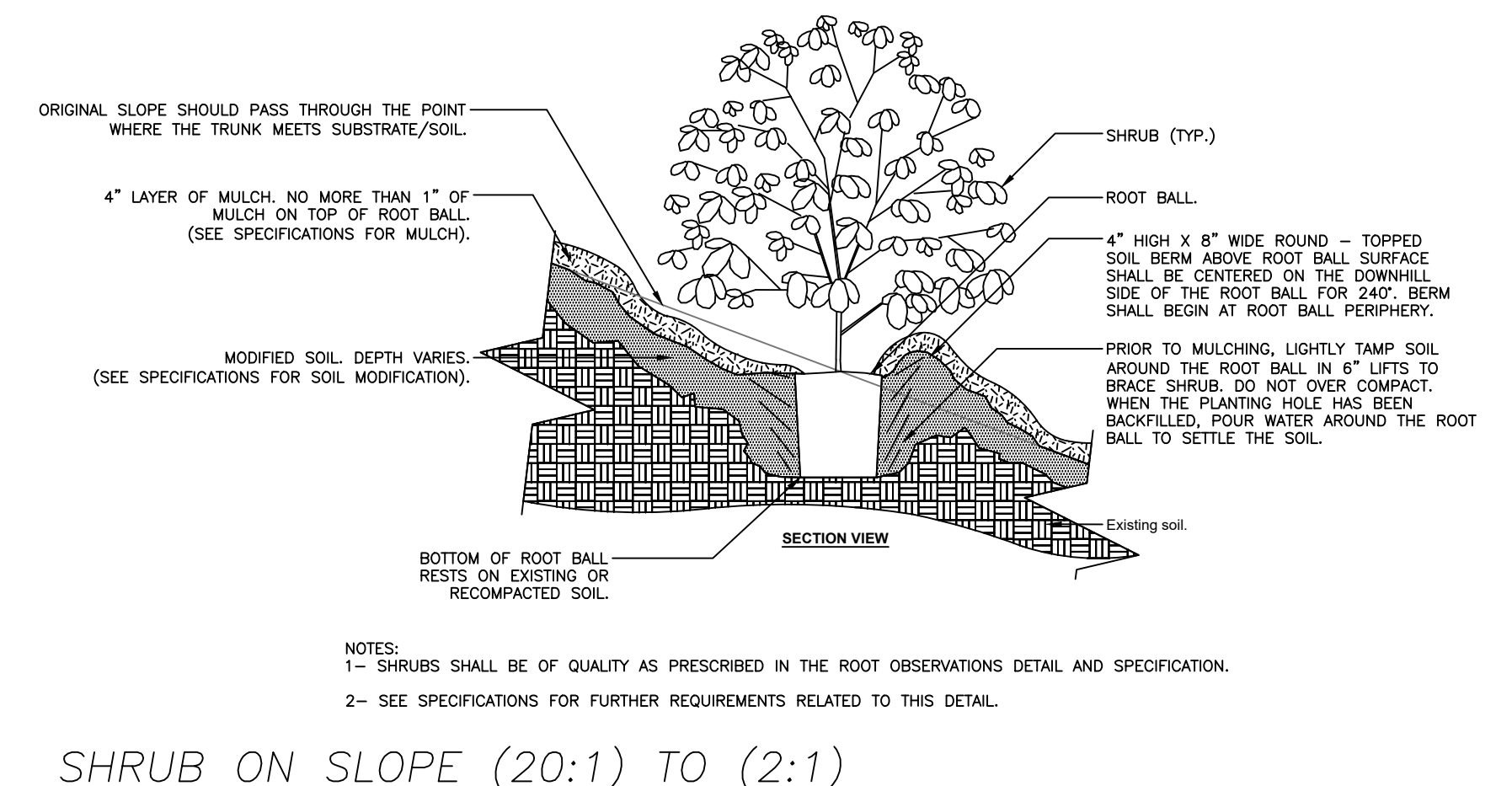
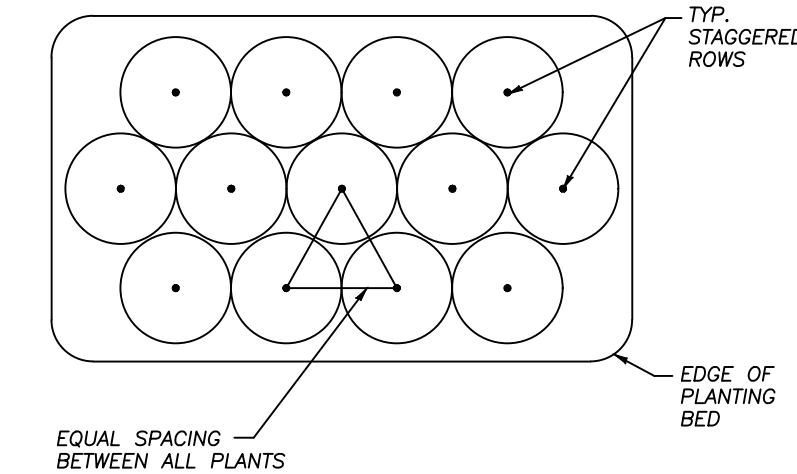
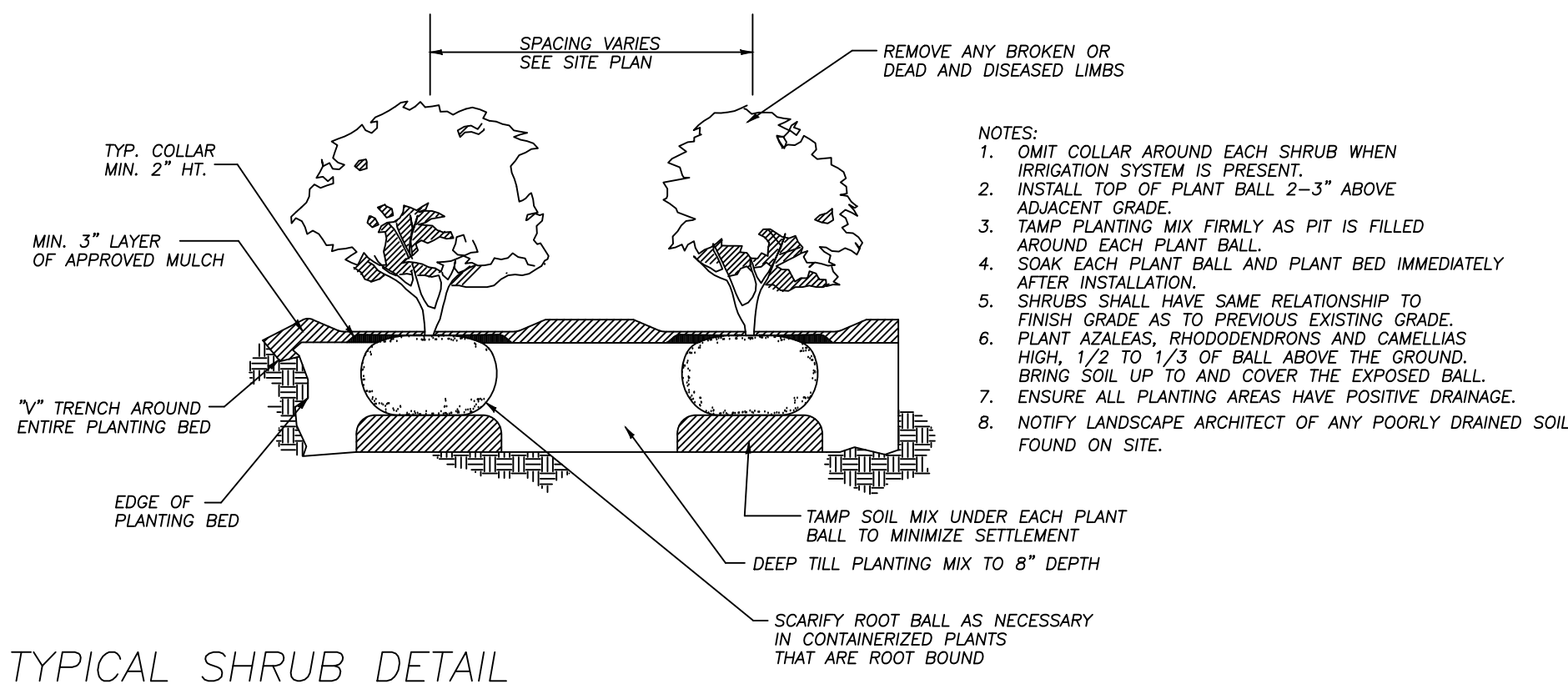


2 GROUNDCOVER PLANTING DETAILS

N.T.S.

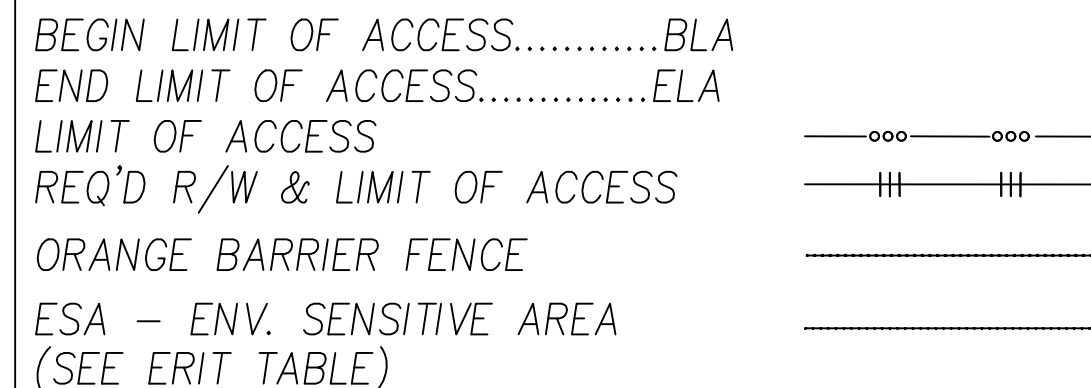
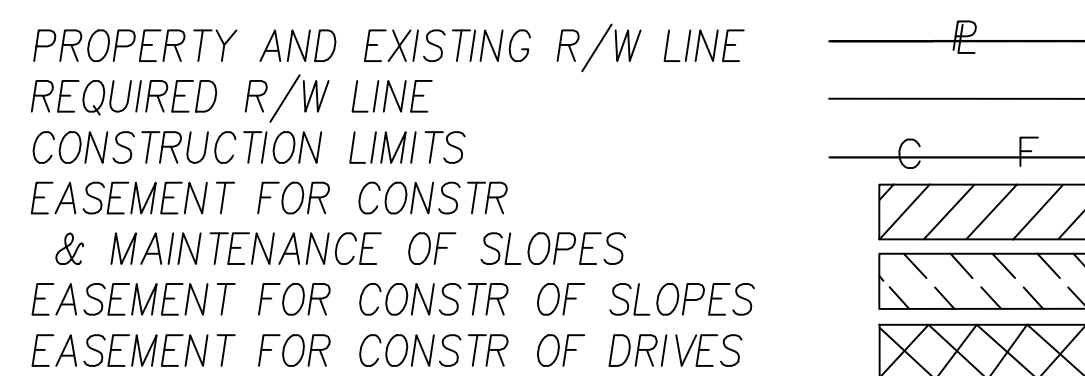
4 GENERAL NOTES

5 LANDSCAPE PLAN



3 SHRUBS PLANTING DETAILS

N.T.S.



Keck+Wood
COLLABORATION BY DESIGN

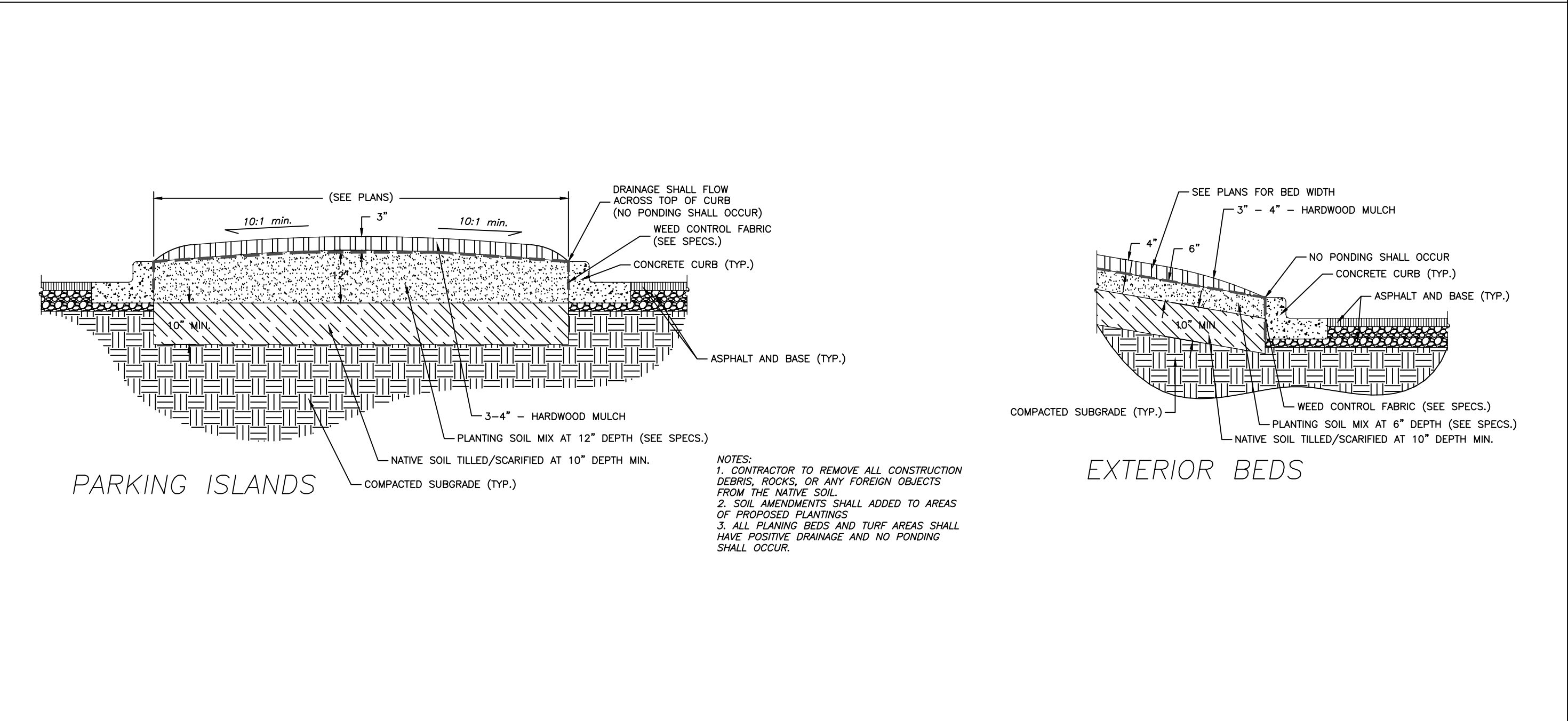
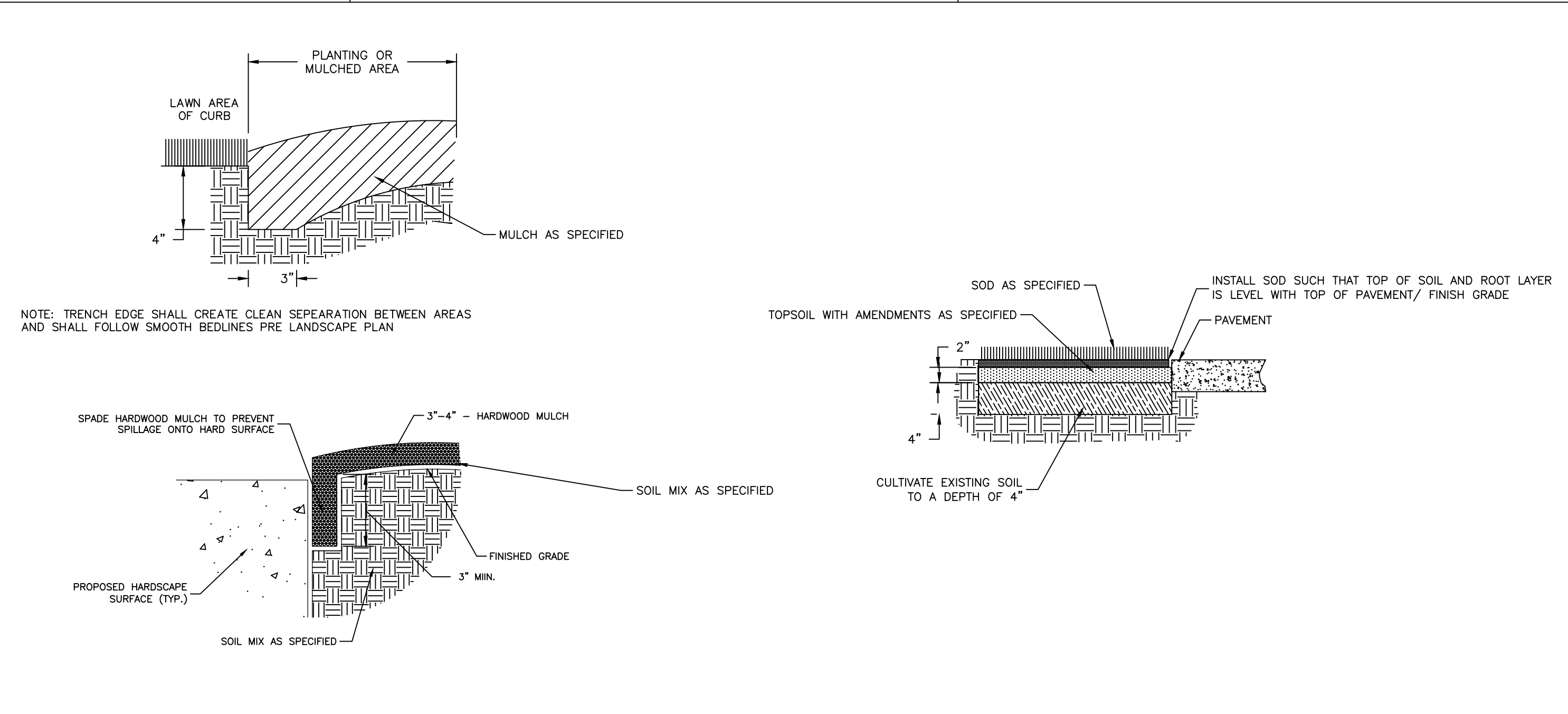
3090 PREMIERE PARKWAY, SUITE 200
DULUTH, GA 30097
(678) 417-4000 keckwood.com



REVISION DATES

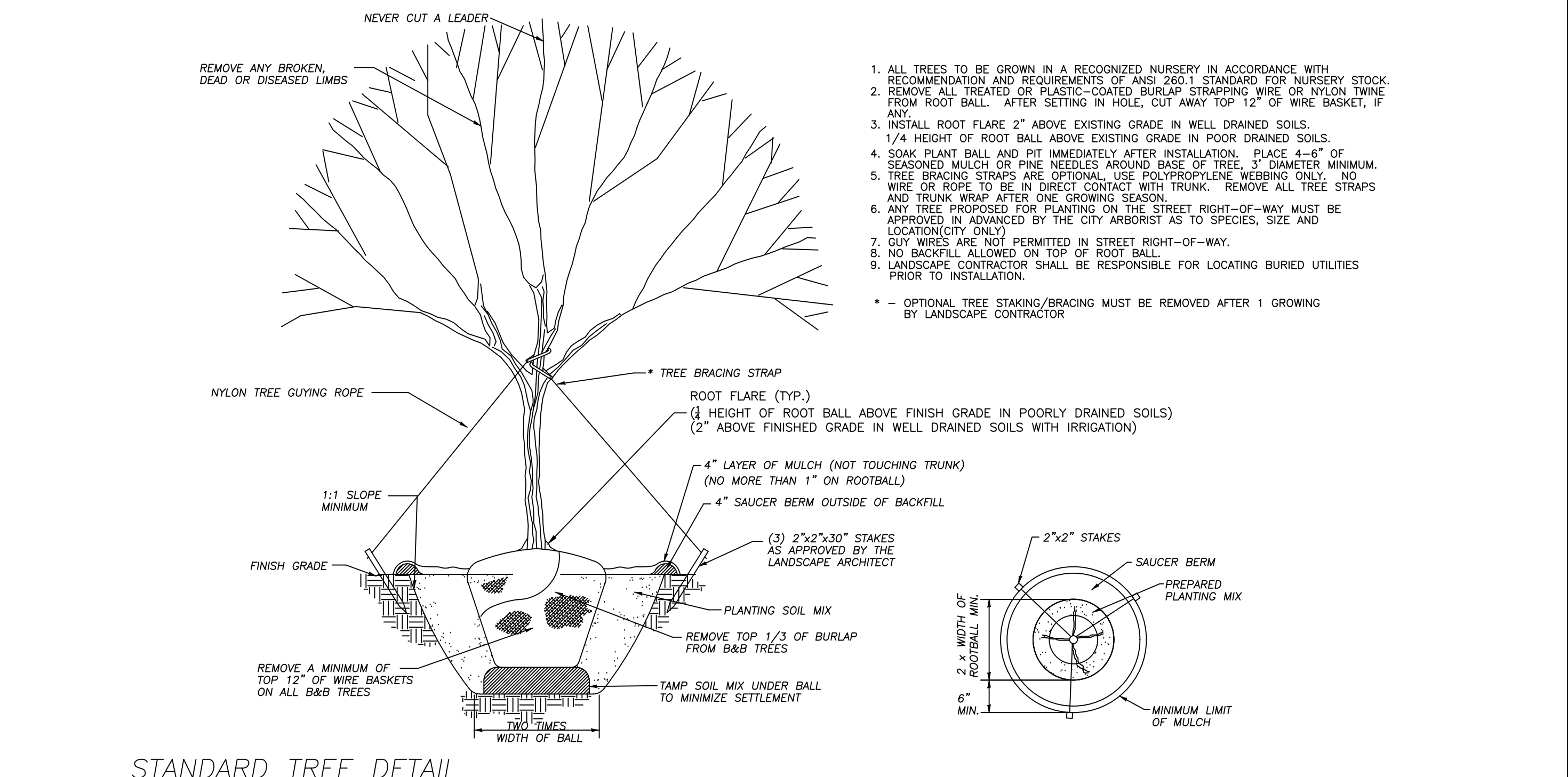
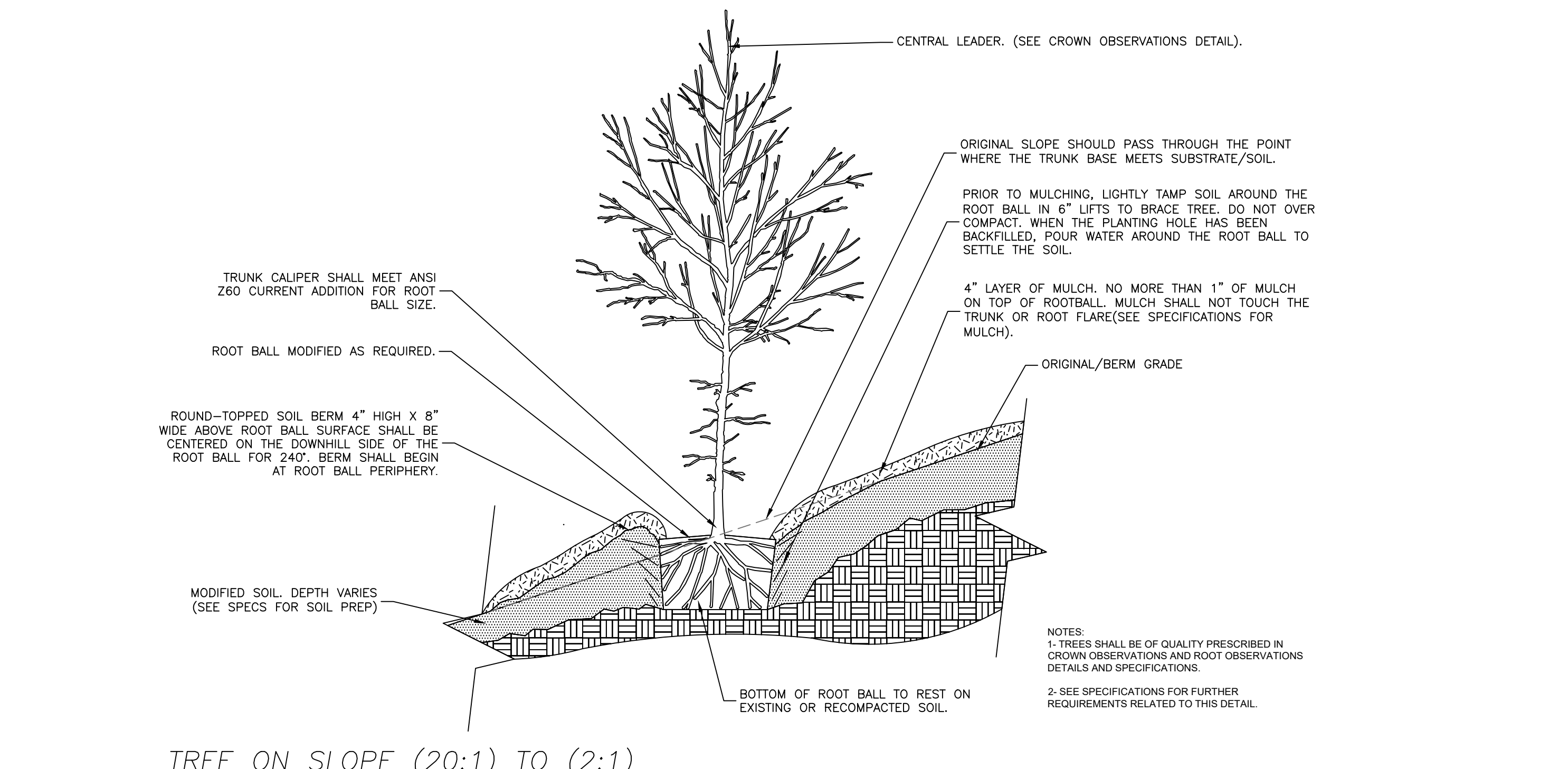
LANDSCAPE PLAN AND DETAILS
GATEWAY LANDSCAPE PROJECT
CITY OF MONROE

CHECKED:	DATE:	DRAWING No. L.1.0
BACKCHECKED:	DATE:	
CORRECTED:	DATE:	
VERIFIED:	DATE:	



1 TURF SOD AND MULCH DETAILS N.T.S.

2 BED PREPARATION AND SOIL AMENDMENTS N.T.S.



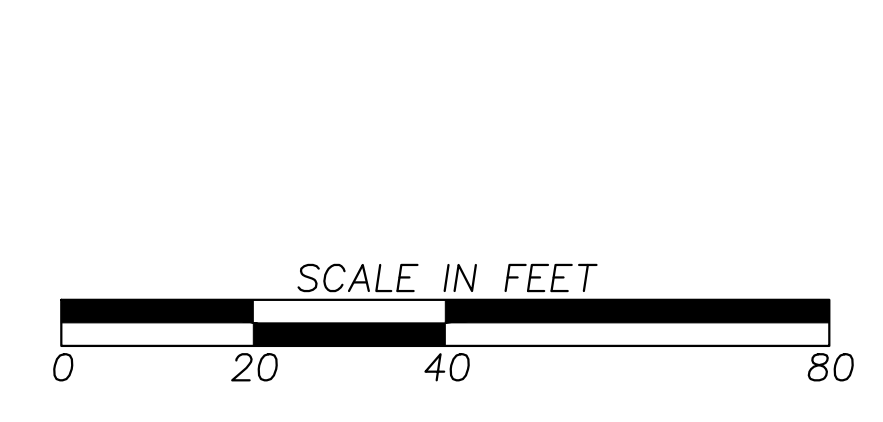
3 TREE PLANTING DETAILS N.T.S.

STANDARD TREE DETAIL N.T.S.

PROPERTY AND EXISTING R/W LINE	— P —
REQUIRED R/W LINE	— G —
CONSTRUCTION LIMITS	— F —
EASEMENT FOR CONSTR & MAINTENANCE OF SLOPES	[Hatched Box]
EASEMENT FOR CONSTR OF SLOPES	[Diagonal Lines Box]
EASEMENT FOR CONSTR OF DRIVES	[Cross-hatched Box]

BEGIN LIMIT OF ACCESS.....BLA	— ooo —
END LIMIT OF ACCESS.....ELA	— —
LIMIT OF ACCESS	— --- —
REQ'D R/W & LIMIT OF ACCESS	— --- —
ORANGE BARRIER FENCE	— --- —
ESA - ENV. SENSITIVE AREA (SEE ERIT TABLE)	— --- —

Keck+Wood
COLLABORATION BY DESIGN
3090 PREMIERE PARKWAY, SUITE 200
DULUTH, GA 30097
(678) 417-4000 keckwood.com



REVISION DATES	

LANDSCAPE DETAILS
GATEWAY LANDSCAPE PROJECT
CITY OF MONROE

CHECKED:	DATE:	DRAWING No. L.2.0
BACKCHECKED:	DATE:	
CORRECTED:	DATE:	
VERIFIED:	DATE:	



To: Utility Committee
From: Brian Thompson
Department: Electric
Date: 04/06/2021
Subject: Repairs/Replacement primary elec cable Belle Meade

Budget Account/Project Name: EnterAccountHere

Funding Source: CIP

Budget Allocation: \$0.00

Budget Available: \$0.00

Requested Expense: \$74,686.00

Company of Purchase: Stock/UTEC

Description:

Replace the primary electric cable on Belle Meade

Background:

The UG primary on Belle Meade was installed in the late 80's. It has started to fail and needs to be replaced. The addition of a new home at the end put more strain on the cable and the new home at the entrance was fed from Alcovy. Stock items will be used and are attached.

Attachment(s): 2

- UTEC - Quote
- Stock - Quote



Brian Thompson
City of Monroe
Project
Belle Meade

Brian,

Thank you for allowing Utec the opportunity to bid on the Belle Meade project. Here is our total price \$59,500.00. Again, thank you for this opportunity.

Rock Clause - IF ROCK IS ENCOUNTERED DURING THIS BORE. UTEC WILL MAKE 3 ATTEMPTS. A SUPERVISOR FROM CITY OF MONROE WILL BE CONTACTED. AT THAT POINT HE WILL MAKE DECISION ON WHETHER THE JOB WILL CONTINUE. THE PRICE WILL CHANGE TO A ROCK BORE PRICE.

David Mathis

Stock Items for Belle Meade

24 – 1/0 Elbows	\$ 636.00
3000' feet of conduit	\$7,500.00
3000' feet if 1/0 primary	\$7,050.00
Total	\$15,186.00



To: Utility Committee
From: Brian Thompson
Department: Electric
Date: 04/06/2021
Subject: Update IPT reserve sale

Budget Account/Project Name: EnterAccountHere N/A

Funding Source: EnterFundingSource N/A

Budget Allocation: \$0.00

Budget Available: \$0.00

Requested Expense: \$0.00

Company of Purchase: MEAG

Description:

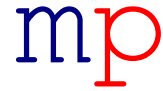
The sale of excess reserve load to Hogansville through MEAG.

Background:

We are required to have an excess of 15% of our electric needs. The Hogansville IPT needs to be updated due to changing load in Hogansville.

Attachment(s):1

IPT Agreement



March 5, 2021

City of Monroe, Georgia
Attn: The Honorable John Howard, Mayor
215 North Broad Street
Monroe, GA 30655

City of Hogansville, Georgia
Attn: The Honorable Bill Stankiewicz, Mayor
400 East Main Street
Hogansville, Georgia 30230

Re: MEAG Power Sale of Excess Reserve Capacity to the City of Hogansville on Behalf of the City of Monroe

Dear Mayor Howard and Mayor Stankiewicz:

This Letter Agreement sets forth the agreement between the Municipal Electric Authority of Georgia (“MEAG Power”), City of Monroe, Georgia (“Monroe”), and the City of Hogansville, Georgia (“Hogansville”) for MEAG Power's sale on behalf of Monroe of certain excess reserve capacity to Hogansville pursuant to Section 312 of the Power Sales Contract between MEAG Power and Monroe. MEAG Power is willing to facilitate and execute this transaction pursuant to Section 312, subject to this Letter Agreement.

The capitalized words or terms that are used in this Letter Agreement, but are not defined herein, shall have the same meanings as assigned to them in the Power Sales Contract.

In consideration of the mutual agreements set forth herein, the sufficiency and adequacy of which are acknowledged by MEAG Power, Monroe and Hogansville, it is understood and agreed that:

(1) Sale of Excess Reserve Capacity by MEAG Power on Behalf of Monroe.

(a) Pursuant to Section 312 of the Power Sales Contract between MEAG Power and Monroe, Monroe has declared capacity in the amount of 474 kW, as measured at B1, of the total kW of its Project One Entitlement Share (the “Sales Amount”) to be excess to its needs. Monroe has requested MEAG Power to sell, and MEAG Power shall, in accordance with this Letter Agreement, sell this capacity, but no energy associated therewith, to Hogansville.

(b) This Sale Amount shall not reduce Monroe’s cost obligations under the Power Sales Contract and Monroe shall remain liable to MEAG Power for its entire Entitlement Share. All payments received by MEAG Power from Hogansville for the Sale Amount pursuant to this Letter Agreement shall be credited to Monroe's obligation to MEAG Power to pay for its Entitlement Share.

Municipal Electric Authority of Georgia
1470 Riveredge Parkway NW
Atlanta, Georgia 30328-4640

1-800-333-MEAG 770-563-0300



(2) Purchase of Excess Reserve Capacity by Hogansville. Hogansville agrees to purchase the Sale Amount for a price of \$6.00 per kW-year (the "Contract Price"). MEAG Power shall bill Hogansville for such amount and Hogansville shall pay all amounts due in the same manner as other payments under the Power Sales Contract between MEAG Power and Hogansville.

(3) Costs. Monroe shall be obligated for all costs incurred by MEAG Power as a direct result of the transaction identified in this Letter Agreement. MEAG Power agrees to provide sufficient documentation to Monroe to enable it to verify any such costs.

(4) Indemnification. Monroe hereby indemnifies and holds MEAG Power and the remaining MEAG Power Participants harmless from and against any and all losses, costs, liabilities, damages, expenses (including without limitation attorneys' fees and expenses) of any kind and incurred or suffered by MEAG Power or its Participants as a result of, or in connection with, Monroe's sale of excess reserve capacity pursuant to this Letter Agreement, only to the extent permitted by law.

(5) Term. The initial term of the sale of Monroe's excess reserve capacity to Hogansville pursuant to this Letter Agreement shall begin at 0000 hours on January 1, 2021 and end at 2400 hours on December 31, 2021. Other than as to the sales transaction, all other provisions of the agreement shall remain in effect until all other obligations under this Letter Agreement are satisfied, including, but not limited to, Monroe's obligation to indemnify MEAG Power and the Participants. All times referenced herein are Central Prevailing Time.

(6) Termination and Unwind. If MEAG Power changes its policy concerning the computation of necessary reserve capacity from a "budgeted coincident peaks" standard to an "actual peaks" standard and such policy change goes into effect during the Term of this Letter Agreement, Monroe and Hogansville shall be returned to their respective positions as if this Letter Agreement had not been entered into (e.g., Hogansville shall receive a credit for amounts it paid pursuant to this Letter Agreement and Monroe shall be billed for all such amounts). Subsequently, this Letter Agreement shall terminate, except that Sections (3) and (4) shall remain effective.

If you are in agreement with the foregoing and after this Letter Agreement has been duly authorized by the respective governing bodies of Monroe and Hogansville, please execute this Letter Agreement in the space provided below.

MUNICIPAL ELECTRIC AUTHORITY OF GEORGIA

ATTEST:

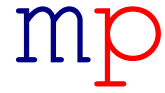
By:

James E. Fuller
President and Chief Executive Officer

[SIGNATURES CONTINUED ON NEXT PAGE]

Municipal Electric Authority of Georgia
1470 Riveredge Parkway NW
Atlanta, Georgia 30328-4640

1-800-333-MEAG 770-563-0300



Agreed to and accepted, this ____ day
of _____, ____
Month Year

Agreed to and accepted, this ____ day
of _____, ____
Month Year

CITY OF MONROE

CITY OF HOGANSVILLE

By: _____

By: _____

ATTEST:

ATTEST:

City Clerk

City Clerk

[SEAL]

[SEAL]

PROCLAMATION CITY OF MONROE GA

WHEREAS, According to the Children’s Defense Fund’s most recent State of America’s Children report, there were 673,000 confirmed cases of child abuse and/or neglect each day in America in 2019, and

WHEREAS, The Georgia Family Connection Partnership reports that there were 173 substantiated cases of child abuse and/or neglect in Walton County in 2019, and

WHEREAS, In 2020, A Child’s Voice Child Advocacy Center responded to 113 cases of child physical or sexual abuse in Walton County by conducting Forensic Interviews, Forensic Medical Examinations, and family support services, and

WHEREAS, Children may delay or never make a disclosure of their abuse, and sometimes formal reports of child abuse are not submitted to law enforcement or the Division of Family and Children Services (DFCS), and

WHEREAS, The Center for Disease Control and Prevention (CDC) suggests that reported cases of child abuse may underestimate the true occurrence and estimates that 1 in 4 American children experience some form of child maltreatment in their lifetimes, and

WHEREAS, Darkness to Light reports that around 1 in 10 children will be sexually abused by their 18th birthday and only 38% of child victims will disclose their abuse, and

WHEREAS, According to Darkness to Light, victims of child abuse are significantly more likely to experience emotional, psychological, health, and behavioral issues, and

WHEREAS, With a strong support system and effective counseling, children are able to heal from physical and sexual abuse, and

WHEREAS, Children’s Advocacy Centers, like A Child’s Voice, work within the community to spread awareness about child abuse, teach citizens how to recognize the signs and respond to child abuse, and utilize a multidisciplinary approach to coordinating care for families with the help of Walton County law enforcement, DFCS, District Attorney’s Office, school systems, and mental health counselors, and

WHEREAS, A Child’s Voice Child Advocacy Center invites all residents of Walton County to participate in Child Abuse Prevention Month in April 2021 by sharing their time and talents to help create better, brighter futures for children and families;

NOW, THEREFORE, I, JOHN HOWARD, MAYOR OF THE CITY OF MONROE, do hereby proclaim April 1-30, 2021 as

CHILD ABUSE PREVENTION MONTH

in the City of Monroe and encourage all residents to become aware of the prevalence of child abuse in our community and to learn how to properly recognize, respond to and prevent instances of child physical or sexual abuse by supporting children and families, and the agencies that serve them, in the City of Monroe and Walton County.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused to be affixed the Great Seal of the City of Monroe, Georgia, this 1st day of April, the year of our Lord two thousand twenty one.



John S. Howard

Mayor John S. Howard
Monroe, Georgia

PROCLAMATION CITY OF MONROE, GEORGIA

WHEREAS autism spectrum disorder affects an estimated 1 in 54 U.S. children and 1 in 45 U.S. adults and is a complex condition that affects each person differently, resulting in unique strengths and challenges; and

WHEREAS autism can cause challenges with verbal and nonverbal communication, social interaction, and repetitive behaviors, and can affect anyone, regardless of race, ethnicity, gender, or socioeconomic background; and

WHEREAS autism is often accompanied by medical conditions that impact quality of life; and

WHEREAS a comprehensive, collaborative approach will help to advance research, providing a better understanding of the many forms of autism, while strengthening advocacy efforts and ensuring access to services and resources throughout the life span; and

WHEREAS early diagnosis and intervention tailored to individual needs can have lifelong benefits, easing the transition to adulthood and fostering greater independence; and,

WHEREAS each person and family affected by autism should have access to reliable information and supports; and

WHEREAS autistic people should have opportunities to reach their greatest potential and the whole of society stands to benefit from this; and,

WHEREAS Monroe, Georgia is honored to take part in the annual observance of World Autism Month and World Autism Awareness Day to address the diverse needs of individuals with autism and their families.

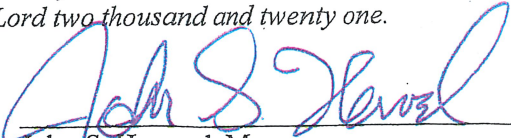
NOW, THEREFORE, I, JOHN S. HOWARD, by virtue of the authority vested in me as Mayor of the City of Monroe do hereby proclaim

April 2021 as
WORLD AUTISM MONTH
and April 2, 2021 as
WORLD AUTISM AWARENESS DAY

in Monroe, Georgia to create a kinder, more inclusive world for people with autism spectrum disorder.

IN TESTIMONY WHEREOF, I have hereunto set my hand and caused the Seal of the City of Monroe to be affixed this 1st day of April, the year of our Lord two thousand and twenty one.





John S. Howard, Mayor
Monroe, Georgia



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 02-23-2021
Description: Parking Variance request

Budget Account/Project Name: NA

Funding Source: 2021 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA

Company of Purchase: NA

Recommendation: *Staff recommendation: Approval without conditions*
Planning and Zoning commission recommendation: *Approval without conditions. 03-16-2021*

Background: This is a proposed wellness center development. The applicant wishes to exceed the 120% of required parking maximum due to their intended operational needs. The plan conforms to the maximum 60% impervious coverage even with the increase in parking spaces.

Attachment(s): City planner report, application and supporting documents.

**Planning
City of Monroe, Georgia
VARIANCE STAFF REPORT**

APPLICATION SUMMARY

VARIANCE CASE #: VAR-000090-2021

DATE: February 19, 2021

STAFF REPORT BY: Brad Callender, City Planner

APPLICANT NAME: C M H Real Estate, LLC

PROPERTY OWNER: C M H Real Estate, LLC

LOCATION: North side of Baker Street – 211 Baker Street

ACREAGE: ±1.707

EXISTING ZONING: B-3 (Highway Business District)

EXISTING LAND USE: Partially developed with a medical office building and a parking area.

ACTION REQUESTED: The owner is requesting a variance for this property to allow more parking spaces than permitted by the Zoning Ordinance.

STAFF RECOMMENDATION: Staff recommends approval of this variance request as submitted without conditions.

DATES OF SCHEDULED PUBLIC HEARINGS

PLANNING COMMISSION: March 16, 2021

CITY COUNCIL: April 13, 2021

REQUEST SUMMARY

VARIANCE REQUEST SUMMARY:

The applicant is requesting approval of a variance in order to construct more parking spaces than allowed under Section 520.3 of the Zoning Ordinance. Section 520.3 limits the maximum parking on a site to 120% of the minimum number of parking spaces required under Table 3, unless a variance is approved to increase the number of parking spaces beyond 120%. The applicant is requesting the variance in order to construct 69 parking spaces, which is 197% of the minimum number of required off-street parking spaces. The applicant states the need for a large amount of parking is due to the unique nature of the business which will have a high number of employees and clients.

PROPOSED PROJECT SUMMARY:

- Medical/Wellness Offices
 - Total Building Floor Area – 7,484 Sf
 - Proposed Wellness Building – 6,000 Sf
 - Existing Medical Office – 1,484 Sf
 - Required Parking (Zoning Ordinance – Section 520.3)
 - 3 spaces / 1,000 Sf & 1 space per employee – 35 parking spaces

- 120% max parking allowed – 42 parking spaces
- Requested Parking
 - 69 parking spaces or 197% of required minimum number of parking spaces

STAFF ANALYSIS

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE “STANDARDS FOR VARIANCE APPLICATION DECISIONS” AS SET FORTH IN SECTION 1430.6 OF THE *CITY OF MONROE ZONING ORDINANCE*.

- (1) **Whether there are extraordinary and exceptional conditions pertaining to the subject property because of size, shape, or topography:** The size, shape, and topography of the site are not the basis for this variance request.
- (2) **Whether the literal application of this Ordinance would create an unnecessary hardship:** No undue hardship is created through a literal application of the Zoning Ordinance.
- (3) **Whether the variance would not cause substantial detriment to the public good or impair the purposes or intent of this Ordinance:** If approved, this variance will not cause substantial detriment to the public good or impair the purposes or intent of the zoning ordinance.
- (4) **Whether a variance will no confer upon the property of the applicant any special privilege denied to other properties in the district:** If approved, this variance will not confer upon the property any special privileges denied to other properties in the same zoning district. This variance request does not result in greater building area or density otherwise permitted by the Zoning Ordinance.
- (5) **Whether the special circumstances surrounding the request for the variance are not the result of acts by the applicant:** Section 520.3 of the Zoning Ordinance contains a provision that allows for a variance to be considered in order to exceed 120% of the minimum number of required parking spaces. This provision under Section 520.3 is the basis for this variance request.
- (6) **Whether the variance is not a request to permit a use of land, buildings, or structures which is not permitted by right or by conditional use in the district:** The proposed use and structures in this request are permitted by right in the underlying B-3 zoning district.
- (7) **Whether the zoning proposal is consistent with the construction and design standards and design criteria adopted by the City of Monroe:** The proposed development appears to be consistent with the construction and design standards and criteria adopted by the City.
- (8) **Whether the variance is the minimum variance that will make possible an economically viable use of the land, building, or structure:** The requested variance is likely the minimum variance required to use the property in a manner desired by the applicant.

STAFF RECOMMENDATION

Based upon the City Council’s policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested variance as submitted without conditions to increase the minimum number of parking spaces greater than 120% allowed on the site.



City of Monroe
 215 N. Broad Street
 Monroe, GA 30655
 (770)207-4674

Plan Report

Plan NO.: VAR-000090-53

Plan Type: Variance

Work Classification: New Construction

Plan Status: In Review

Apply Date: 02/15/2021

Expiration:

Location Address

Parcel Number

211 BAKER ST, MONROE, GA 30655

M0240021A00

Contacts

CMH REAL ESTATE LLC 2133 SETHS RIDGE, LOGANVILLE, GA 30052 (770)490-9968	Owner jhill@ourfamilyhealthcenter.com
--------------------------------------------------------------------------------	-------------------------------------------------

Description: REQUEST FOR VARIANCE TO VARY SECTION 520: TABLE 3 - P&Z MTG 3/16/2021 @ 5:30 PM - COUNCIL MTG 4/13/2021 @ 6:00 PM THESE WILL BE VIRTUAL-ZOOM MEETINGS.

Valuation:	\$ 0.00
Total Sq Feet:	0.00

Fees	Amount
Commercial Rezone or Variance Fee	\$200.00
Total:	\$200.00

Payments	Amt Paid
Total Fees	\$200.00
Check # 2215	\$200.00
Amount Due:	\$0.00

Condition Name

Description

Comments

Debbie Adkinson

Issued By: Debbie Adkinson

February 15, 2021

Date

Plan_Signature_1

Date

Plan_Signature_2

Date

Variance/Conditional Use Application

Application must be submitted to the Code Department 30 days prior to the Planning & Zoning

Meeting of: MARCH 16/APRIL 13

Your representative must be present at the meeting

Street address 211 BAKER ST. MONROE Council District 4 / 8 Map and Parcel # M0240021A00
 Zoning B-3 Acreage 1.707 Proposed Use WELLNESS CENTER Road Frontage 173.37 ft. / on
BAKER ST. (street or streets)

Applicant
 Name C M H REAL ESTATE LLC
 Address 2133 SETHS RIDGE, LOGANVILLE
 Phone # 773-490-9968

Owner
 Name C M H REAL ESTATE LLC
 Address 2133 SETHS RIDGE, LOGANVILLE
 Phone # 773-490-9968

Request Type: (check one) Variance Conditional Use

Nature of proposed use, including without limitation the type of activity proposed, manner of operation, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters:
PROPERTY IS CURRENTLY USE AS AN ADMINISTRATION BUILDING FOR AN EXISTING MEDICAL OFFICE. PLANNED EXPANSION TO ACCOMODATE A 6,000 SF WELLNESS CENTER.

State relationship of structure and/or use to existing structures and uses on adjacent lots;
THE PROPERTY IS CURRENTLY ZONED B3. THE PROP. TO THE NORTH IS ZONED B3. THE PROP. TO THE EAST IS ZONED B3, SOUTHEAST IS B1 AND TO THE WEST IS ZONE B3.

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):
DUE TO THE LACK OF PARKING SPACES FOR THE EXISTING MEDICAL ADMINISTRATION FACILITY AND THE NATURE OF THE BUSINESS, WHICH REQUIRES HIGH PARKING COUNT. WE ARE REQUESTING A VARIANCE TO MEET OUR PARKING NEED.

State area, dimensions and details of the proposed structure(s) or use(s), including without limitation, existing and proposed parking, landscaped areas, height and setbacks of any proposed buildings, and location and number of proposed parking/loading spaces and access ways:
THE SITE REQUIRED 35 PARKING SPACES. THE CITY ALLOW FOR A MAX. OF 120% OF THE REQUIRED, WHICH IS 42 SPACES. OUR NEED IS 69 PARKING SPACES, THEREFORE REQUESTING A VARIANCE TO ALLOW FOR AN ADDITIONAL 27 PARKING SPACES.

State the particular hardship that would result from strict application of this Ordinance:
DUE TO THE NATURE OF OUR BUSINESS WHICH REQUIRED HIGH NUMBER OF EMPLOYEES AND CLIENTS. WE ARE REQUESTING A VARIANCE TO PROVIDE FOR PARKING SPACES ABOVE THE MAXIMUM ALLOWED BY THE CITY.

Check all that apply: Public Water: Well: Public Sewer: Septic: Electrical: Gas:

For any application for an overlay district, a Certificate of Appropriateness or a letter of support from the Historic Preservation Commission or the Corridor Design Commission for the district is required.

Documents to be submitted with request:

- Recorded deed
- Survey plat
- Site plan to scale
- Proof of current tax status

Application Fees:

- \$100 Single Family
- \$300 Multi Family
- \$200 Commercial

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years.

The above statements and accompanying materials are complete and accurate. Applicant hereby authorizes Code department personnel to enter upon and inspect the property for all purposes allowed and required by the zoning ordinance and the development regulations.

Signature *M. P. [Signature]* Date: 2/9/2021

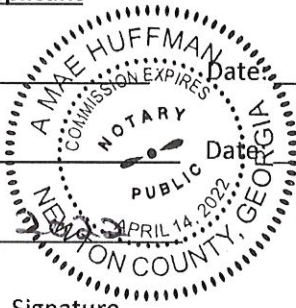
**PUBLIC NOTICE WILL BE PLACED AND REMOVED BY THE CODE DEPARTMENT
SIGN WILL NOT BE REMOVED UNTIL AFTER THE COUNCIL MEETING.**

***Property owners signature if not the applicant**

Signature *[Signature]* Date: 02.09.2021

Notary Public *[Signature]* Date: 02.09.2021

Commission Expires: APRIL 14, 2022



I hereby withdraw the above application: Signature _____ Date _____



Deed Doc: WD Rec#: 211132
Recorded 12/04/2012 04:10PM
Georgia Transfer Tax Paid : \$302.80

KATHY K. TROST
CLERK SUPERIOR COURT, WALTON COUNTY
Bk 03461 Pg 0380-0382

3-1
00



Return Recorded Document to:
William E. Porter, P.C.
1835 Lockeway Drive, Suite 303
Alpharetta, Georgia 30004

LIMITED WARRANTY DEED

STATE OF GEORGIA
COUNTY OF WALTON

File #: 12-0392

THIS INDENTURE made and delivered on November 30, 2012, between W. Joey Gross and T. Henry Wall, as party or parties of the first part, hereinafter called Grantor, and C. M. H. Real Estate, LLC, a Georgia limited liability company, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN AND 00/100'S (\$10.00) Dollars and other good and valuable considerations in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee,

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 72, 3rd District, City of Monroe, Walton County, Georgia, containing 2.458 acres, as shown on a plat of survey prepared by John F. Brewer & Associates, certified by John F. Brewer, Registered Professional Land Surveyor No. 2115, dated November 20, 1990, recorded in Plat Book 66, Page 117, Clerk's Office, Walton County Superior Court. Reference is hereby made to said plat of survey for a more complete description of the property conveyed.

According to such plat of survey, the tract herein is more particularly described as follows: BEGINNING at an iron pin located on the Southeasterly right of way of East Spring Street (shown as being 80 feet in width) situated 215.45 feet Northeasterly along such right of way from its intersection with the centerline of Frances Street a/k/a Hammond Drive; running thence along said right of way North 48 degrees 27 minutes 58 seconds East 200.02 feet to an iron pin; running thence South 41 degrees 48 minutes 41 seconds East 219.26 feet to an iron pin; running thence South 48 degrees 18 minutes 18 seconds West 51.32 feet to an iron pin; running thence South 32 degrees 53 minutes 30 seconds East 255.00 feet to an iron pin; running thence South 30 degrees 55 minutes 27 seconds East 195.07 feet to an iron pin located on the Northwesterly right of way of Baker Street (shown as being 40 feet in width); running thence along said right of way South 67 degrees 18 minutes 38 seconds West 23.00 feet to a point; continuing thence South 70 degrees 23 minutes 07 seconds West 150.31 feet to an iron pin; running thence North 26 degrees 42 minutes 22 seconds West 393.31 feet to an iron pin; running thence North 45 degrees 26 minutes 07 seconds West 220.0 feet to the POINT OF BEGINNING. This is the same property conveyed by two warranty deeds: (a) a deed from Dave Glass to Taylor A. Bragg, Jr. and Robert W. Robison, dated April 8, 1955, recorded in Deed Book 37, Page 548; and (b) a deed from Jack H. Peppers, et al. to Taylor A. Bragg, Jr. and R. W. Robison, dated June 23, 1958, recorded in Deed Book 47, Page 40, Walton County Records.

The within conveyance of the Real Property is subject to the exceptions to title and matters set forth in Exhibit "A", attached hereto and made a part hereof by reference, and all other rights of way, easements, and restrictions of record, if any.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

TOGETHER WITH all rights, members, easements, rights-of-way, strips and gores of land, streets, ways, alleys, passages, emblements, and appurtenances in any way belonging, relating, or appertaining to the Property.

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons claiming by, through, or under Grantor, and not otherwise.

IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this day and year first above written.

Signed, sealed and delivered
in the presence of:

[Handwritten Signature]

Unofficial Witness

[Handwritten Signature]

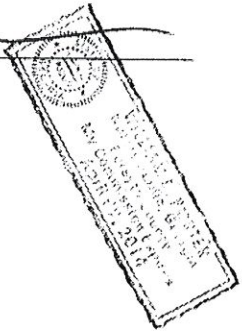
W. Joey Gross

[Handwritten Signature]

Notary Public

[Handwritten Signature]

T. Henry Wall



SEAL AFFIXED

EXHIBIT A
Permitted Exceptions

- 1) All taxes for the year 2013 and all subsequent years, and any additional taxes resulting from reassessment, amendment, or re-billing of taxes of the subject property subsequent to the Date of Policy.
- 2) All matters described and depicted on that plat of Survey for Monroe Veterinary Clinic, prepared by John F. Brewer & Associates, scaled and certified by John F. Brewer, GRLS No. 2115, dated November 20, 1995, and recorded in Plat Book 66, Page 117, Walton County, Georgia records.
- 3) Declaration of Restrictive Covenants dated 02/28/2011, by T. Henry Wall and W. Joey Gross, Declarants, recorded 03/01/2011, in Deed Book 3239, Pages 177-178, Walton County, Georgia records.

BK:116 PG:19-19
Filed and Recorded
Mar-21-2019 09:00 AM
DOC# 2019 - 000093
KAREN P DAVID
CLERK OF SUPERIOR COURT
WALTON COUNTY, GA
Participant ID: 6458R065

DATE OF RECORDING: 3-19-19
Participant ID: 6458R065

LEGAL DESCRIPTION: LOT 10 OF COCA COLA BAKER TRACT...
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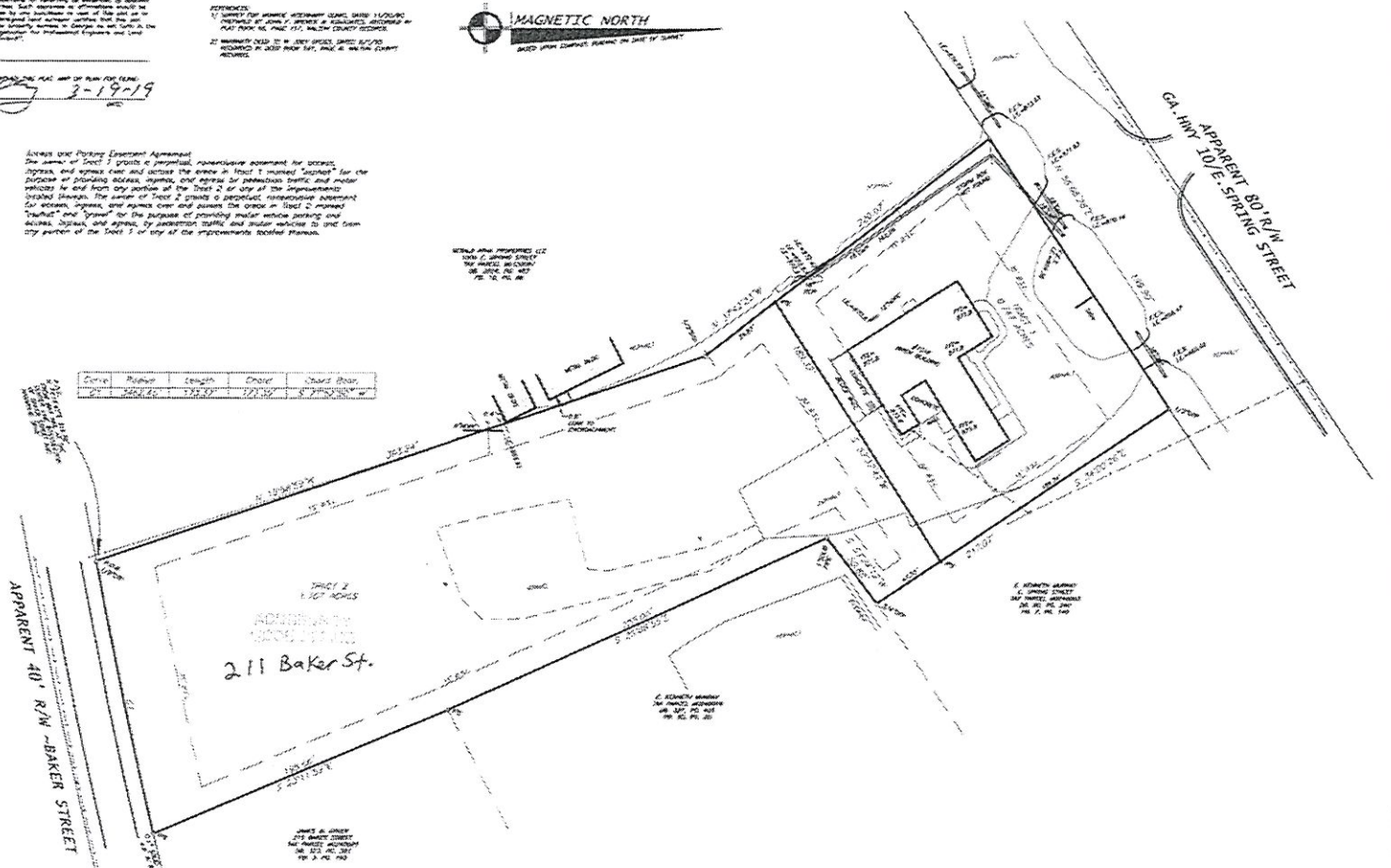
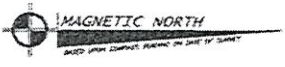


Table with 5 columns: Zone, Point, Length, Order, Chain Book. Row 1: Zone 1, Point 1, Length 123.45, Order 1, Chain Book 123456789.



A SYSTEM OF 70MM ZENITH WAS USED TO OBTAIN THE BEARING AND ANGULAR MEASUREMENTS USED IN THE PRODUCTION OF THIS PLAN.
THE FIELD WORK WITHIN THIS PLAN WAS ON PLACE & BUILT WITH A COURSE PRESSION OF ONE PART IN 250,000.
FEET AND AN ANGULAR ERROR OF 610\"/>



BOUNDARY & TOPOGRAPHIC SURVEY FOR:
E-M H REAL ESTATE, LLC
FIELD WORK DATE: 12/12/12 DATE OF PLAN PREPARATION: 12/14/12
LAND LOT(S): 72 DISTRICT: WALTON COUNTY, GEORGIA
AL COXY SURVEYING AND ENGINEERING, INC. SCALE: 1" = 30'
2017 REG. #1111 ALBANYVILLE, GA. 31706
PHONE: 770-444-4102 FAX: 770-444-4103 JOB NO. 12-112

2020 Property Tax Statement

Tax Commissioner
 303 South Hammond Drive STE 100
 Walton County Government Building
 Monroe, Georgia 30655

Ph: 770-266-1736, Fax: 770-267-1416

C M H REAL ESTATE LLC
 2133 SETHS RIDGE
 LOGANVILLE, GA 30052

RETURN THIS PORTION WITH PAYMENT

(Interest will be added per month if not paid by due date)

Bill No.	Due Date	Current Due	Prior Payment	Back Taxes	*Total Due*
2020-6204	11/15/2020	\$0.00	\$4377.43	\$0.00	Paid 11/12/2020

Map: M0240-00000-021-A00

Location: 211 BAKER ST

Account No: 124080 010

The Tax Commissioner is the tax collector and is not responsible for values nor for rates. If you feel the assessed fair market value of your property is incorrect, please contact the Tax Assessors office at 770-267-1352.

Payments made after the due date are subject to interest and penalties governed by Georgia Code. State law requires all tax bills to be mailed to owner of record on January 1st. If property has been sold, please contact our office.

Tax Commissioner
 303 South Hammond Drive STE 100
 Walton County Government Building
 Monroe, Georgia 30655

Ph: 770-266-1736, Fax: 770-267-1416



Tax Payer: C M H REAL ESTATE LLC
Map Code: M0240-00000-021-A00 Real
Description: LOT #2 1.71AC
Location: 211 BAKER ST
Bill No: 2020-6204

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date	Payment Good through	Exemptions	
0.00	0.00	1.7100	\$275,900.00	11/15/2020	08/18/2020			
Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
CITY TAX	\$0	\$110,360	\$0	\$110,360	0.007588	\$1,357.76	-\$520.35	\$837.41
COUNTY	\$0	\$110,360	\$0	\$110,360	0.010677	\$1,491.07	-\$312.76	\$1,178.31
SCH BOND	\$0	\$110,360	\$0	\$110,360	0.002300	\$253.83	\$0.00	\$253.83
SCHOOL	\$0	\$110,360	\$0	\$110,360	0.019100	\$2,107.88	\$0.00	\$2,107.88
TOTALS					0.039665	\$5,210.54	-\$833.11	\$4,377.43

State law requires all tax bills to be mailed to the owner of record on January 1st. If property has been sold, please contact our office.

This bill is not sent to your mortgage company. If you have an escrow account, please forward a copy of this bill to your mortgage company. We encourage you to pay by mail or on our website at www.waltoncountypay.com

Certain persons are eligible for certain homestead exemptions from ad valorem taxation. In addition, certain elderly persons are entitled to additional homestead exemptions. Applications must be filed by April 1st.

For eligibility requirements regarding exemptions or questions about your value, contact the Tax Assessors office at 770-267-1352.

Current Due	\$4,377.43
Discount	\$0.00
Penalty	\$0.00
Interest	\$0.00
Other Fees	\$0.00
Previous Payments	\$4,377.43
Back Taxes	\$0.00
Total Due	\$0.00
Paid Date	11/12/2020



CODE DEPARTMENT

February 16, 2021

To Whom It May Concern:

Below you will find information regarding a Legal Notice scheduled to run in The Walton Tribune on February 28, 2021 concerning a Variance, adjacent to your property.

Being an adjoining property owner, this could be of interest to you.

BE ADVISED OF THE DATE, TIME AND PLACE OF PUBLIC HEARING:

Planning Commission: March 16, 2021

Will be held as a Virtual-Zoom Meeting at 5:30 PM on the following application:

City Council: April 13, 2021

Will be held in the meeting room at 215 N Broad Street or as a Virtual-Zoom Meeting at 6:00 PM on the following application:

Variance for 1.707 acres at 211 Baker Street for additional parking. Petition # VAR-000090-2021.

Copies of application submittal can be viewed on line at www.monroega.com
Choose Government, Agendas Meetings, & Minutes, choose the meeting you plan to attend for this application.

If you are interested in speaking at the Council Meeting for or against the request, you will need to sign up before the meeting starts.

Sincerely,

Debbie Adkinson
Code Department Assistant

SITE PLAN NOTES

- SITE CONTAINS 1.707 ACRES TOTAL.
- PROPERTY IS ZONED B-3.
- BOUNDARY AND TOPOGRAPHIC INFORMATION TAKEN FROM A SURVEY BY ALCOVY SURVEYING AND ENGINEERING, INC. DATED 8/18/17.
- NO PART OF THIS SITE IS IN A FLOOD HAZARD ZONE ACCORDING TO F.I.R.M. COMMUNITY PANEL NO. 13297C0137E, DATED 12/8/16.
- THERE ARE NO MAXIMUM ALLOWABLE BUILDING HEIGHT LIMIT.
- ALL CURB RADI ARE 5.0' UNLESS OTHERWISE NOTED.
- ALL CURB DIMENSIONS ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
- ALL CONSTRUCTION MATERIALS AND PROCEDURES SHALL CONFORM TO CITY OF MONROE AND GEORGIA DEPARTMENT OF TRANSPORTATION STANDARDS.
- SEE ARCHITECTURAL PLANS FOR BUILDING FLOOR PLAN DIMENSIONS, DOOR LOCATIONS, AND OTHER ARCHITECTURAL DETAILS.
- HANDICAP PARKING SPACES SHALL BE DESIGNATED AS RESERVED FOR DISABLED BY A SIGN SHOWING THE SYMBOL OF ACCESSIBILITY. SUCH SIGNS SHALL NOT BE OBTAINED BY VEHICLES PARKING IN THE SPACES.
- CONTRACTOR TO NOTIFY INSPECTOR AT LEAST 24 HOURS BEFORE BEGINNING EACH PHASE OF CONSTRUCTION.
- SIGNS, LOCATION, NUMBER AND SIZE ARE NOT APPROVED UNDER THIS DEVELOPMENT PERMIT.
- NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED UNTIL ALL SITE IMPROVEMENTS HAVE BEEN COMPLETED.
- HIGH INTENSITY LIGHTING FACILITIES SHALL BE SO ARRANGED THAT THE SOURCE OF ANY LIGHT IS CONCEALED FROM PUBLIC VIEW AND FROM ADJACENT RESIDENTIAL PROPERTY AND DOES NOT INTERFERE WITH TRAFFIC.
- THE LOCATIONS OF ALL BUILDINGS FROM PROPERTY LINES AND OTHER BUILDINGS SHALL COMPLY WITH THE HEIGHT AND AREA LIMITATIONS OF TABLE 500 AND THE FIRE RESISTIVE REQUIREMENTS OF TABLE 600 OF THE 1995 EDITION OF THE STANDARD BUILDING CODE BASED ON OCCUPANCY GROUP CLASSIFICATIONS AND TYPES OF CONSTRUCTION.
- NO DRIVE UP WINDOWS ARE PROPOSED.
- BUILDING NOT TO BE SPRINKLERED.
- NO SIGNAGE IS PROPOSED AT THIS TIME AND THE APPROPRIATE SIGN PERMITS TO BE OBTAINED AT A LATER DATE.
- THERE ARE NO EXISTING OR PROPOSED INERT WASTE BURY PITS ON THIS SITE.
- OWNER IS RESPONSIBLE FOR MAINTENANCE OF STORM DRAIN SYSTEM OUTSIDE OF RIGHT OF WAY.
- OWNER IS RESPONSIBLE FOR COMPLIANCE WITH N.P.D.E.S. GENERAL PERMIT REQUIREMENTS.
- THERE ARE NO WETLANDS ON THIS SITE.
- SITE IS SERVED BY CITY OF MONROE SANITARY SEWER SYSTEM.
- SITE IS SERVED BY CITY OF MONROE WATER SYSTEM.
- THERE ARE NO CEMETERIES OR OTHER SIGNIFICANT OR HISTORICAL AREAS ON THE SITE.

SITE PLAN KEYED NOTES

- (A) AREA STRIPED WITH SWSL/4"ACMP @ 45° AT 2'-0" O.C.
- (B) ACCESSIBLE PARKING SPACE TYPICAL. SEE DETAIL SHEET.
- (C) ACCESSIBLE RAMP. SEE DETAIL SHEET D-2.
- (D) 24" CONCRETE CURB AND GUTTER (TYPE A) TYPICAL. SEE DETAIL SHEET.
- (D) 24" CONCRETE CURB AND GUTTER (TYPE B) TYPICAL. SEE DETAIL SHEET.
- (E) PAINTED DIRECTIONAL ARROW (TYPICAL). SEE DETAIL SHEET.
- (F) CONCRETE DUMPSTER PAD.
- (G) 5' CONCRETE SIDEWALK.
- (H) HANDICAP SIGN. SEE DETAIL SHEET.
- (J) PARKING CURB/WHEEL STOP.
- (K) 6" RIBBON CURB.

- NOTE:
- ALL TREE PROTECTION AREAS TO BE PROTECTED FROM SEDIMENTATION.
 - ALL TREE PROTECTION FENCING TO BE INSPECTED DAILY AND REPLACED OR REPAIRED AS NEEDED.
 - ALL TREE PROTECTION DEVICES ARE TO BE INSTALLED PRIOR TO THE START OF LAND DISTURBANCE AND MAINTAINED UNTIL FINAL LANDSCAPING IS INSTALLED.
 - NO PARKING, STORAGE, OR OTHER CONSTRUCTION SITE ACTIVITIES ARE TO OCCUR WITHIN TREE PROTECTION AREAS.
 - ALL REQUIRED VEGETATION MUST BE MAINTAINED FOR ONE YEAR AFTER THE DATE OF ISSUANCE OF THE CERTIFICATE OF OCCUPANCY.

SITE ANALYSIS

TOTAL BUILDING 7,484 S.F.
 PROP. WELLNESS CENTER 6,000 S.F.
 EX. MEDICAL OFFICE 1,484 S.F.
 TOTAL AREA 1.707 AC.
 TOTAL IMPERVIOUS 1.02 AC. OR 59.75%
 MAX. IMPERVIOUS 60%
 ZONED B-3

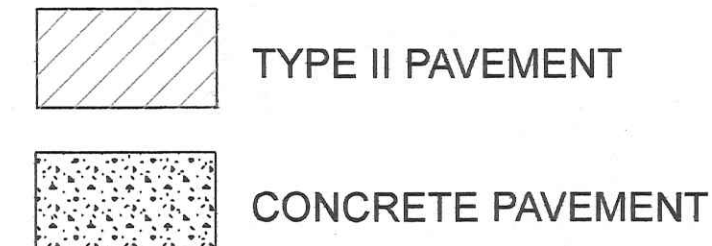
EMP. IN PROP. 6,000 S.F. CENTER 25
 EMP. IN EX. 1,484SF ADMIN. 10
 TOTAL NUMBER OF EMPLOYEES 35

REQUIRED PARKING
 3 SP. / 1,000 S.F. 23 SPACES
 1 SP. / EMPLOYEE 35 SPACES
 TOTAL REQUIRED 35 SPACES
 120% MAX. PARKING ALLOWED 42 SPACES

EX. SPACES 11 SPACES
 PROP. SPACES 58 SPACES
 TOTAL PROVIDED 69 SPACES
 H.C. SPACES REQ. 3 SPACES
 H.C. SPACES PROVIDED 4 SPACES

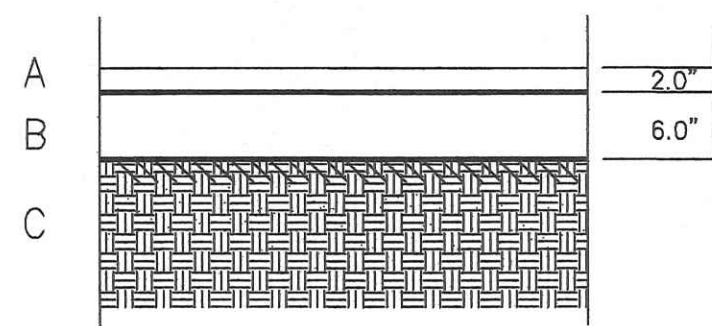
VARIANCE REQUEST TO ALLOW FOR PROPOSED NUMBER OF PARKING SPACES TO EXCEED 120% LIMIT PER CITY OF MONROE ZONING ORDINANCE AS SHOWN PER THIS SITE PLAN.

PAVEMENT LEGEND



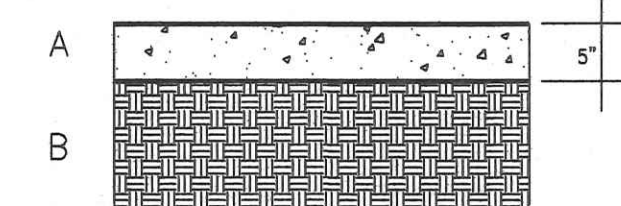
- A. 2.0 INCH ASPHALT TOPPING - TYPE "E" OR "F"
- B. 6.0 INCHES OF CRUSHED STONE BASE COURSE

- C. STABILIZED SUBGRADE
 RAW SUBGRADE SOIL (IN SITU OR COMPACTED FILL)
 COMPACTED TO A MINIMUM OF 98%
 OF ASTM D 698 DENSITY

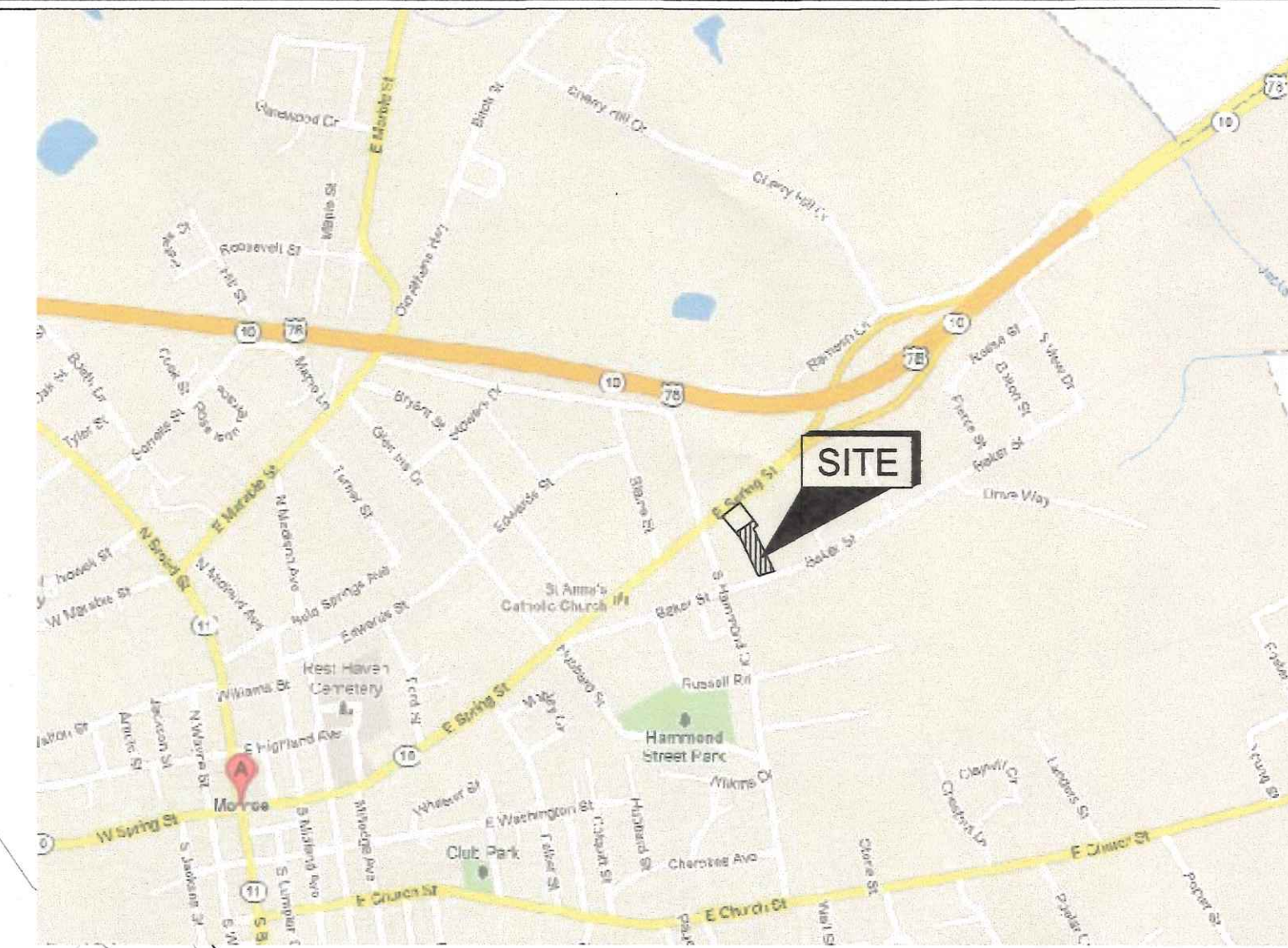


TYPE II PAVEMENT
 (FOR INTERIOR DRIVEWAYS ONLY)
 NO SCALE

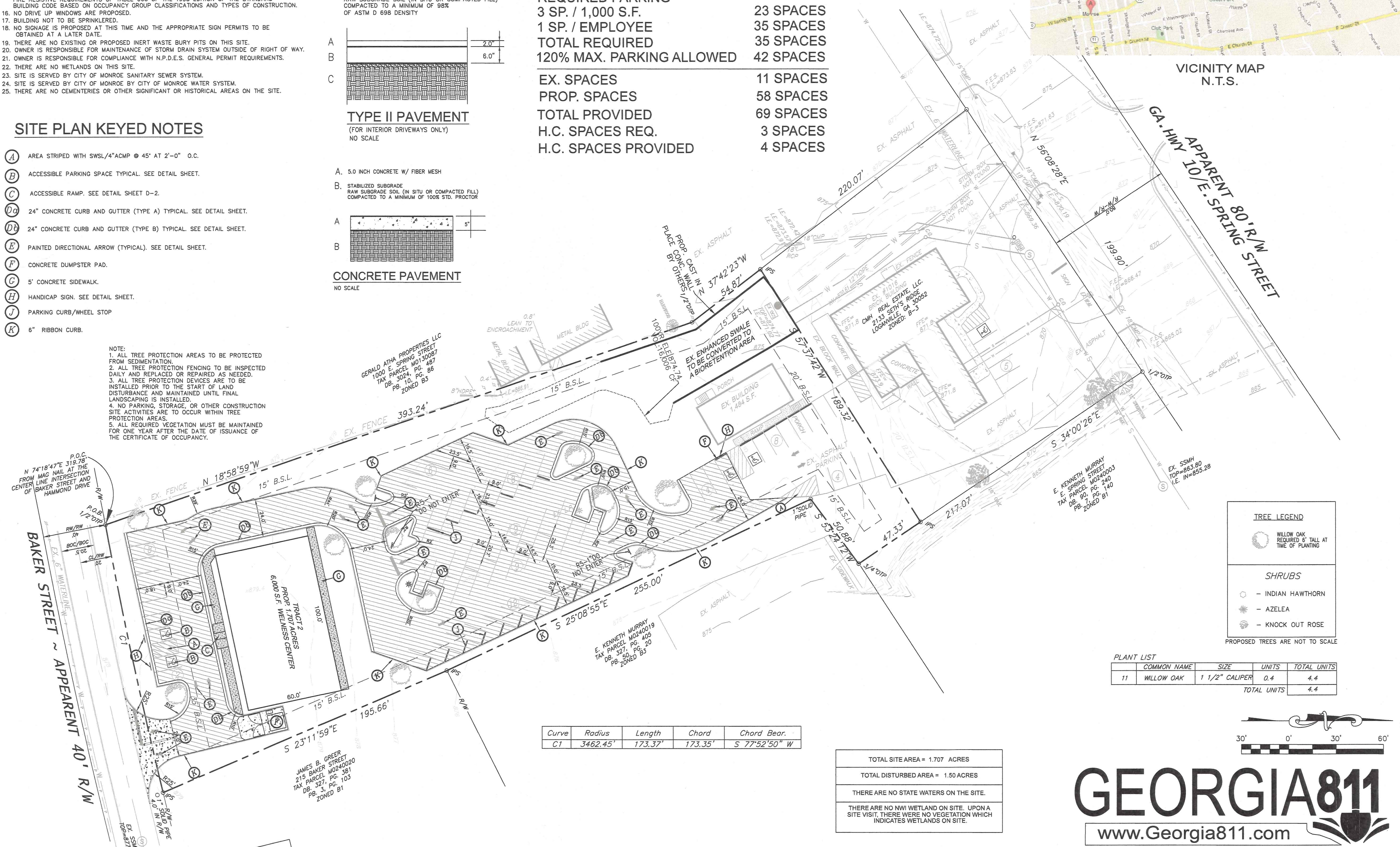
- A. 5.0 INCH CONCRETE W/ FIBER MESH
- B. STABILIZED SUBGRADE
 RAW SUBGRADE SOIL (IN SITU OR COMPACTED FILL)
 COMPACTED TO A MINIMUM OF 100% STD. PROCTOR



CONCRETE PAVEMENT
 NO SCALE



VICINITY MAP
 N.T.S.



TREE LEGEND

- WILLOW OAK REQUIRED 6' TALL AT TIME OF PLANTING

SHRUBS

- INDIAN HAWTHORN
- AZELEA
- KNOCK OUT ROSE

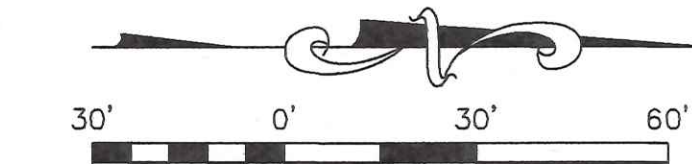
PROPOSED TREES ARE NOT TO SCALE

PLANT LIST

COMMON NAME	SIZE	UNITS	TOTAL UNITS
WILLOW OAK	1 1/2" CALIPER	0.4	4.4
TOTAL UNITS			4.4

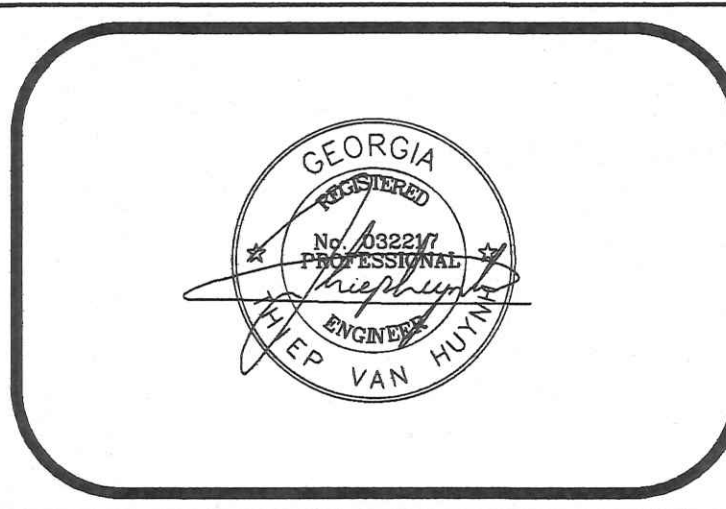
Curve	Radius	Length	Chord	Chord Bear.
C1	3462.45'	173.37'	173.35'	S 77°52'56" W

TOTAL SITE AREA = 1.707 ACRES
 TOTAL DISTURBED AREA = 1.50 ACRES
 THERE ARE NO STATE WATERS ON THE SITE.
 THERE ARE NO NWI WETLAND ON SITE. UPON A SITE VISIT, THERE WERE NO VEGETATION WHICH INDICATES WETLANDS ON SITE.



GEORGIA811
 www.Georgia811.com

ALCOVY
 SURVEYING & ENGINEERING, INC.
 P.O.C. TIP HUYNH, P.E.
 2205 Highway 81 South
 Loganville, Georgia 30052
 Phone: 770-466-4002
 Fax: 770-466-4296
 tip@alcovy.com



SITE PLAN

PROPOSED OUR FAMILY PRACTICE MEDICAL OFFICE EXPANSION PHASE III

PARCEL: M0240021A00
 LAND LOT: 72
 DISTRICT : 3rd
 211 BAKER STREET
 CITY OF MONROE, GA

DATE: 12/17/2020
 SCALE: 1"=30'

OWNER/ PRIMARY PERMITTEE

CMH REAL ESTATE, LLC.
 2133 SETH'S RIDGE
 LOGANVILLE, GA 30052
 NAME: JON HILL
 PHONE: (773) 7490-9968
 EMAIL: jhill@ourfamilyhealthcenter.com

24 HOUR - EMERGENCY CONTACT
 JON HILL
 773-490-9968
 jhill@ourfamilyhealthcenter.com

REVISIONS

NO.	DATE	DESCRIPTION
1	1/25/20	REVISED PARKING

JOB No. #12-112
VR

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of Article V, Section 520, Table 3 of the Zoning Ordinance for 211 Baker Street. A public hearing will be held on March 16, 2021 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of Article V, section 520, Table 3 of the Zoning Ordinance for 211 Baker Street. A public hearing will be held on April 13, 2021 before the Mayor and Council, at 6:00 pm.

These meetings will be held via Zoom online. The link will be available to the public on our web site and on the agenda. All those having an interest should be present.

Please run on the following date:

February 28, 2021



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 02-23-2021
Description: Parking Variance request

Budget Account/Project Name: NA

Funding Source: 2021 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA

Company of Purchase: NA

Recommendation: *Staff recommendation: Approval without conditions*

Planning and Zoning commission recommendation: *Approval without conditions. 03-16-2021*

Background: This is a proposed wellness center development. The applicant wishes to exceed the 120% of required parking maximum due to their intended operational needs. The plan conforms to the maximum 60% impervious coverage even with the increase in parking spaces.

Attachment(s): City planner report, application and supporting documents.

**Planning
City of Monroe, Georgia
VARIANCE STAFF REPORT**

APPLICATION SUMMARY

VARIANCE CASE #: VAR-000090-2021

DATE: February 19, 2021

STAFF REPORT BY: Brad Callender, City Planner

APPLICANT NAME: C M H Real Estate, LLC

PROPERTY OWNER: C M H Real Estate, LLC

LOCATION: North side of Baker Street – 211 Baker Street

ACREAGE: ±1.707

EXISTING ZONING: B-3 (Highway Business District)

EXISTING LAND USE: Partially developed with a medical office building and a parking area.

ACTION REQUESTED: The owner is requesting a variance for this property to allow more parking spaces than permitted by the Zoning Ordinance.

STAFF RECOMMENDATION: Staff recommends approval of this variance request as submitted without conditions.

DATES OF SCHEDULED PUBLIC HEARINGS

PLANNING COMMISSION: March 16, 2021

CITY COUNCIL: April 13, 2021

REQUEST SUMMARY

VARIANCE REQUEST SUMMARY:

The applicant is requesting approval of a variance in order to construct more parking spaces than allowed under Section 520.3 of the Zoning Ordinance. Section 520.3 limits the maximum parking on a site to 120% of the minimum number of parking spaces required under Table 3, unless a variance is approved to increase the number of parking spaces beyond 120%. The applicant is requesting the variance in order to construct 69 parking spaces, which is 197% of the minimum number of required off-street parking spaces. The applicant states the need for a large amount of parking is due to the unique nature of the business which will have a high number of employees and clients.

PROPOSED PROJECT SUMMARY:

- Medical/Wellness Offices
 - Total Building Floor Area – 7,484 Sf
 - Proposed Wellness Building – 6,000 Sf
 - Existing Medical Office – 1,484 Sf
 - Required Parking (Zoning Ordinance – Section 520.3)
 - 3 spaces / 1,000 Sf & 1 space per employee – 35 parking spaces

- 120% max parking allowed – 42 parking spaces
- Requested Parking
 - 69 parking spaces or 197% of required minimum number of parking spaces

STAFF ANALYSIS

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE “STANDARDS FOR VARIANCE APPLICATION DECISIONS” AS SET FORTH IN SECTION 1430.6 OF THE *CITY OF MONROE ZONING ORDINANCE*.

- (1) **Whether there are extraordinary and exceptional conditions pertaining to the subject property because of size, shape, or topography:** The size, shape, and topography of the site are not the basis for this variance request.
- (2) **Whether the literal application of this Ordinance would create an unnecessary hardship:** No undue hardship is created through a literal application of the Zoning Ordinance.
- (3) **Whether the variance would not cause substantial detriment to the public good or impair the purposes or intent of this Ordinance:** If approved, this variance will not cause substantial detriment to the public good or impair the purposes or intent of the zoning ordinance.
- (4) **Whether a variance will no confer upon the property of the applicant any special privilege denied to other properties in the district:** If approved, this variance will not confer upon the property any special privileges denied to other properties in the same zoning district. This variance request does not result in greater building area or density otherwise permitted by the Zoning Ordinance.
- (5) **Whether the special circumstances surrounding the request for the variance are not the result of acts by the applicant:** Section 520.3 of the Zoning Ordinance contains a provision that allows for a variance to be considered in order to exceed 120% of the minimum number of required parking spaces. This provision under Section 520.3 is the basis for this variance request.
- (6) **Whether the variance is not a request to permit a use of land, buildings, or structures which is not permitted by right or by conditional use in the district:** The proposed use and structures in this request are permitted by right in the underlying B-3 zoning district.
- (7) **Whether the zoning proposal is consistent with the construction and design standards and design criteria adopted by the City of Monroe:** The proposed development appears to be consistent with the construction and design standards and criteria adopted by the City.
- (8) **Whether the variance is the minimum variance that will make possible an economically viable use of the land, building, or structure:** The requested variance is likely the minimum variance required to use the property in a manner desired by the applicant.

STAFF RECOMMENDATION

Based upon the City Council’s policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested variance as submitted without conditions to increase the minimum number of parking spaces greater than 120% allowed on the site.



City of Monroe
 215 N. Broad Street
 Monroe, GA 30655
 (770)207-4674

Plan Report

Plan NO.: VAR-000090-67

Plan Type: Variance

Work Classification: New Construction

Plan Status: In Review

Apply Date: 02/15/2021

Expiration:

Location Address

Parcel Number

211 BAKER ST, MONROE, GA 30655

M0240021A00

Contacts

CMH REAL ESTATE LLC 2133 SETHS RIDGE, LOGANVILLE, GA 30052 (770)490-9968	Owner jhill@ourfamilyhealthcenter.com
--------------------------------------------------------------------------------	-------------------------------------------------

Description: REQUEST FOR VARIANCE TO VARY SECTION 520: TABLE 3 - P&Z MTG 3/16/2021 @ 5:30 PM - COUNCIL MTG 4/13/2021 @ 6:00 PM THESE WILL BE VIRTUAL-ZOOM MEETINGS.

Valuation:	\$ 0.00
Total Sq Feet:	0.00

Fees	Amount
Commercial Rezone or Variance Fee	\$200.00
Total:	\$200.00

Payments	Amt Paid
Total Fees	\$200.00
Check # 2215	\$200.00
Amount Due:	\$0.00

Condition Name

Description

Comments

Debbie Adkinson

Issued By: Debbie Adkinson

February 15, 2021

Date

Plan_Signature_1

Date

Plan_Signature_2

Date

Variance/Conditional Use Application

Application must be submitted to the Code Department 30 days prior to the Planning & Zoning

Meeting of: MARCH 16/APRIL 13

Your representative must be present at the meeting

Street address 211 BAKER ST. MONROE Council District 4 / 8 Map and Parcel # M0240021A00
 Zoning B-3 Acreage 1.707 Proposed Use WELLNESS CENTER Road Frontage 173.37 ft. / on
BAKER ST. (street or streets)

Applicant
 Name C M H REAL ESTATE LLC
 Address 2133 SETHS RIDGE, LOGANVILLE
 Phone # 773-490-9968

Owner
 Name C M H REAL ESTATE LLC
 Address 2133 SETHS RIDGE, LOGANVILLE
 Phone # 773-490-9968

Request Type: (check one) Variance Conditional Use

Nature of proposed use, including without limitation the type of activity proposed, manner of operation, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters:
PROPERTY IS CURRENTLY USE AS AN ADMINISTRATION BUILDING FOR AN EXISTING MEDICAL OFFICE. PLANNED EXPANSION TO ACCOMODATE A 6,000 SF WELLNESS CENTER.

State relationship of structure and/or use to existing structures and uses on adjacent lots;
THE PROPERTY IS CURRENTLY ZONED B3. THE PROP. TO THE NORTH IS ZONED B3. THE PROP. TO THE EAST IS ZONED B3, SOUTHEAST IS B1 AND TO THE WEST IS ZONE B3.

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):
DUE TO THE LACK OF PARKING SPACES FOR THE EXISTING MEDICAL ADMINISTRATION FACILITY AND THE NATURE OF THE BUSINESS, WHICH REQUIRES HIGH PARKING COUNT. WE ARE REQUESTING A VARIANCE TO MEET OUR PARKING NEED.

State area, dimensions and details of the proposed structure(s) or use(s), including without limitation, existing and proposed parking, landscaped areas, height and setbacks of any proposed buildings, and location and number of proposed parking/loading spaces and access ways:
THE SITE REQUIRED 35 PARKING SPACES. THE CITY ALLOW FOR A MAX. OF 120% OF THE REQUIRED, WHICH IS 42 SPACES. OUR NEED IS 69 PARKING SPACES, THEREFORE REQUESTING A VARIANCE TO ALLOW FOR AN ADDITIONAL 27 PARKING SPACES.

State the particular hardship that would result from strict application of this Ordinance:
DUE TO THE NATURE OF OUR BUSINESS WHICH REQUIRED HIGH NUMBER OF EMPLOYEES AND CLIENTS. WE ARE REQUESTING A VARIANCE TO PROVIDE FOR PARKING SPACES ABOVE THE MAXIMUM ALLOWED BY THE CITY.

Check all that apply: Public Water: Well: Public Sewer: Septic: Electrical: Gas:

For any application for an overlay district, a Certificate of Appropriateness or a letter of support from the Historic Preservation Commission or the Corridor Design Commission for the district is required.

Documents to be submitted with request:

- Recorded deed
- Survey plat
- Site plan to scale
- Proof of current tax status

Application Fees:

- \$100 Single Family
- \$300 Multi Family
- \$200 Commercial

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years.

The above statements and accompanying materials are complete and accurate. Applicant hereby authorizes Code department personnel to enter upon and inspect the property for all purposes allowed and required by the zoning ordinance and the development regulations.

Signature *M. P. [Signature]* Date: 2/9/2021

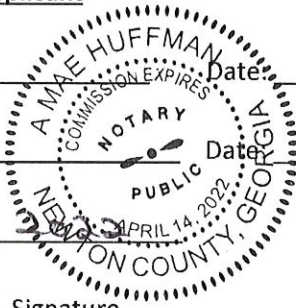
**PUBLIC NOTICE WILL BE PLACED AND REMOVED BY THE CODE DEPARTMENT
SIGN WILL NOT BE REMOVED UNTIL AFTER THE COUNCIL MEETING.**

***Property owners signature if not the applicant**

Signature *[Signature]* Date: 02.09.2021

Notary Public *[Signature]* Date: 02.09.2021

Commission Expires: APRIL 14, 2022



I hereby withdraw the above application: Signature _____ Date _____



Deed Doc: WD Rec#: 211132
Recorded 12/04/2012 04:10PM
Georgia Transfer Tax Paid : \$302.80

KATHY K. TROST
CLERK SUPERIOR COURT, WALTON COUNTY
Bk 03461 Pg 0380-0382

3-1
00

Return Recorded Document to:
William E. Porter, P.C.
1835 Lockeway Drive, Suite 303
Alpharetta, Georgia 30004



LIMITED WARRANTY DEED

STATE OF GEORGIA
COUNTY OF WALTON

File #: 12-0392

THIS INDENTURE made and delivered on November 30, 2012, between W. Joey Gross and T. Henry Wall, as party or parties of the first part, hereinafter called Grantor, and C. M. H. Real Estate, LLC, a Georgia limited liability company, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN AND 00/100'S (\$10.00) Dollars and other good and valuable considerations in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee,

ALL THAT TRACT OR PARCEL OF LAND lying and being in Land Lot 72, 3rd District, City of Monroe, Walton County, Georgia, containing 2.458 acres, as shown on a plat of survey prepared by John F. Brewer & Associates, certified by John F. Brewer, Registered Professional Land Surveyor No. 2115, dated November 20, 1990, recorded in Plat Book 66, Page 117, Clerk's Office, Walton County Superior Court. Reference is hereby made to said plat of survey for a more complete description of the property conveyed.

According to such plat of survey, the tract herein is more particularly described as follows: BEGINNING at an iron pin located on the Southeasterly right of way of East Spring Street (shown as being 80 feet in width) situated 215.45 feet Northeasterly along such right of way from its intersection with the centerline of Frances Street a/k/a Hammond Drive; running thence along said right of way North 48 degrees 27 minutes 58 seconds East 200.02 feet to an iron pin; running thence South 41 degrees 48 minutes 41 seconds East 219.26 feet to an iron pin; running thence South 48 degrees 18 minutes 18 seconds West 51.32 feet to an iron pin; running thence South 32 degrees 53 minutes 30 seconds East 255.00 feet to an iron pin; running thence South 30 degrees 55 minutes 27 seconds East 195.07 feet to an iron pin located on the Northwesterly right of way of Baker Street (shown as being 40 feet in width); running thence along said right of way South 67 degrees 18 minutes 38 seconds West 23.00 feet to a point; continuing thence South 70 degrees 23 minutes 07 seconds West 150.31 feet to an iron pin; running thence North 26 degrees 42 minutes 22 seconds West 393.31 feet to an iron pin; running thence North 45 degrees 26 minutes 07 seconds West 220.0 feet to the POINT OF BEGINNING. This is the same property conveyed by two warranty deeds: (a) a deed from Dave Glass to Taylor A. Bragg, Jr. and Robert W. Robison, dated April 8, 1955, recorded in Deed Book 37, Page 548; and (b) a deed from Jack H. Peppers, et al. to Taylor A. Bragg, Jr. and R. W. Robison, dated June 23, 1958, recorded in Deed Book 47, Page 40, Walton County Records.

The within conveyance of the Real Property is subject to the exceptions to title and matters set forth in Exhibit "A", attached hereto and made a part hereof by reference, and all other rights of way, easements, and restrictions of record, if any.

TO HAVE AND TO HOLD the said tract or parcel of land, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

TOGETHER WITH all rights, members, easements, rights-of-way, strips and gores of land, streets, ways, alleys, passages, emblements, and appurtenances in any way belonging, relating, or appertaining to the Property.

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons claiming by, through, or under Grantor, and not otherwise.

IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this day and year first above written.

Signed, sealed and delivered
in the presence of:

[Handwritten Signature]

Unofficial Witness

[Handwritten Signature]

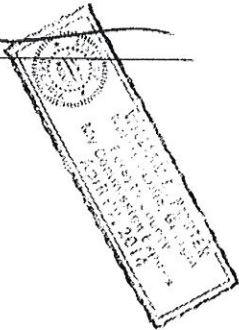
W. Joey Gross

[Handwritten Signature]

Notary Public

[Handwritten Signature]

T. Henry Wall



SEAL AFFIXED

EXHIBIT A
Permitted Exceptions

- 1) All taxes for the year 2013 and all subsequent years, and any additional taxes resulting from reassessment, amendment, or re-billing of taxes of the subject property subsequent to the Date of Policy.
- 2) All matters described and depicted on that plat of Survey for Monroe Veterinary Clinic, prepared by John F. Brewer & Associates, scaled and certified by John F. Brewer, GRLS No. 2115, dated November 20, 1995, and recorded in Plat Book 66, Page 117, Walton County, Georgia records.
- 3) Declaration of Restrictive Covenants dated 02/28/2011, by T. Henry Wall and W. Joey Gross, Declarants, recorded 03/01/2011, in Deed Book 3239, Pages 177-178, Walton County, Georgia records.

BK:116 PG:19-19
 Filed and Recorded
 Mar-21-2019 09:00 AM
 DOC# 2019 - 000093
 KAREN P DAVID
 CLERK OF SUPERIOR COURT
 WALTON COUNTY, GA
 Participant ID: 6458R065
 3-19-19

STATE OF GEORGIA
 COUNTY OF WALTON
 I, KAREN P. DAVID, Clerk of the Superior Court, do hereby certify that the foregoing is a true and correct copy of the original as recorded in the Public Records of this County, Georgia.

NOTICE TO THE PUBLIC
 The Clerk of the Superior Court, Walton County, Georgia, is hereby notified that the following is a true and correct copy of the original as recorded in the Public Records of this County, Georgia.

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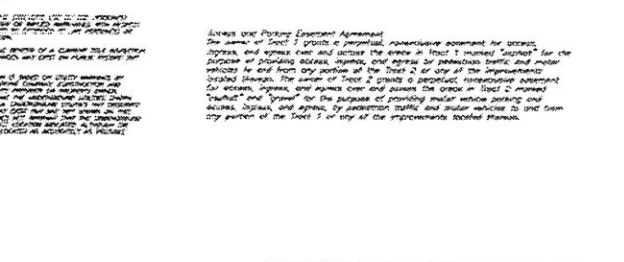
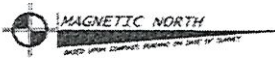
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REFERENCES:
 1. HANDBOOK OF SURVEYING, GEORGETOWN, GEORGIA, 1900
 2. HANDBOOK OF SURVEYING, GEORGETOWN, GEORGIA, 1900
 3. HANDBOOK OF SURVEYING, GEORGETOWN, GEORGIA, 1900



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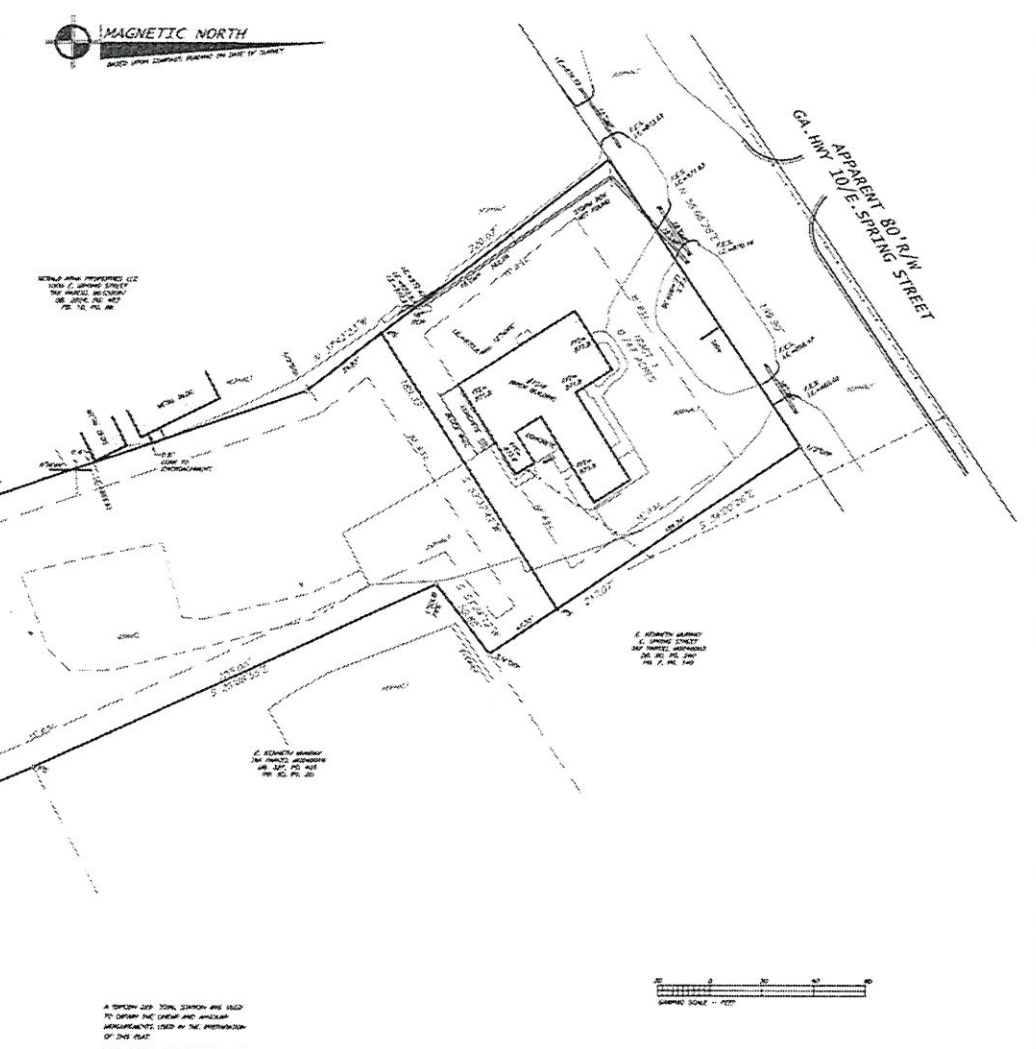
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 The Clerk of the Superior Court, Walton County, Georgia, is hereby notified that the following is a true and correct copy of the original as recorded in the Public Records of this County, Georgia.



BOUNDARY & TOPOGRAPHIC SURVEY FOR:
E-M H REAL ESTATE, LLC

FIELD WORK DATE: 12/12/12 DATE OF PLAT PREPARATION: 12/14/12
 LAND LOT(S): 72 3rd DISTRICT WALTON COUNTY, GEORGIA
 ALCOVY SURVEYING AND ENGINEERING, INC. SCALE: 1" = 30'
 2207 HWY. 91 S., ALBUQUERQUE, NM 87105
 PHONE: 505-844-4102 - FAX: 505-844-4103 JOB NO. 12-112

2020 Property Tax Statement

Tax Commissioner
 303 South Hammond Drive STE 100
 Walton County Government Building
 Monroe, Georgia 30655

Ph: 770-266-1736, Fax: 770-267-1416

C M H REAL ESTATE LLC
 2133 SETHS RIDGE
 LOGANVILLE, GA 30052

RETURN THIS PORTION WITH PAYMENT

(Interest will be added per month if not paid by due date)

Bill No.	Due Date	Current Due	Prior Payment	Back Taxes	*Total Due*
2020-6204	11/15/2020	\$0.00	\$4377.43	\$0.00	Paid 11/12/2020

Map: M0240-00000-021-A00

Location: 211 BAKER ST

Account No: 124080 010

The Tax Commissioner is the tax collector and is not responsible for values nor for rates. If you feel the assessed fair market value of your property is incorrect, please contact the Tax Assessors office at 770-267-1352.

Payments made after the due date are subject to interest and penalties governed by Georgia Code. State law requires all tax bills to be mailed to owner of record on January 1st. If property has been sold, please contact our office.

Tax Commissioner
 303 South Hammond Drive STE 100
 Walton County Government Building
 Monroe, Georgia 30655

Ph: 770-266-1736, Fax: 770-267-1416



Tax Payer: C M H REAL ESTATE LLC
Map Code: M0240-00000-021-A00 Real
Description: LOT #2 1.71AC
Location: 211 BAKER ST
Bill No: 2020-6204

Building Value	Land Value	Acres	Fair Market Value	Due Date	Billing Date	Payment Good through	Exemptions	
0.00	0.00	1.7100	\$275,900.00	11/15/2020	08/18/2020			
Entity	Adjusted FMV	Net Assessment	Exemptions	Taxable Value	Millage Rate	Gross Tax	Credit	Net Tax
CITY TAX	\$0	\$110,360	\$0	\$110,360	0.007588	\$1,357.76	-\$520.35	\$837.41
COUNTY	\$0	\$110,360	\$0	\$110,360	0.010677	\$1,491.07	-\$312.76	\$1,178.31
SCH BOND	\$0	\$110,360	\$0	\$110,360	0.002300	\$253.83	\$0.00	\$253.83
SCHOOL	\$0	\$110,360	\$0	\$110,360	0.019100	\$2,107.88	\$0.00	\$2,107.88
TOTALS					0.039665	\$5,210.54	-\$833.11	\$4,377.43

State law requires all tax bills to be mailed to the owner of record on January 1st. If property has been sold, please contact our office.

This bill is not sent to your mortgage company. If you have an escrow account, please forward a copy of this bill to your mortgage company. We encourage you to pay by mail or on our website at www.waltoncountypay.com

Certain persons are eligible for certain homestead exemptions from ad valorem taxation. In addition, certain elderly persons are entitled to additional homestead exemptions. Applications must be filed by April 1st.

For eligibility requirements regarding exemptions or questions about your value, contact the Tax Assessors office at 770-267-1352.

Current Due	\$4,377.43
Discount	\$0.00
Penalty	\$0.00
Interest	\$0.00
Other Fees	\$0.00
Previous Payments	\$4,377.43
Back Taxes	\$0.00
Total Due	\$0.00
Paid Date	11/12/2020



CODE DEPARTMENT

February 16, 2021

To Whom It May Concern:

Below you will find information regarding a Legal Notice scheduled to run in The Walton Tribune on February 28, 2021 concerning a Variance, adjacent to your property.

Being an adjoining property owner, this could be of interest to you.

BE ADVISED OF THE DATE, TIME AND PLACE OF PUBLIC HEARING:

Planning Commission: March 16, 2021

Will be held as a Virtual-Zoom Meeting at 5:30 PM on the following application:

City Council: April 13, 2021

Will be held in the meeting room at 215 N Broad Street or as a Virtual-Zoom Meeting at 6:00 PM on the following application:

Variance for 1.707 acres at 211 Baker Street for additional parking. Petition # VAR-000090-2021.

Copies of application submittal can be viewed on line at www.monroega.com
Choose Government, Agendas Meetings, & Minutes, choose the meeting you plan to attend for this application.

If you are interested in speaking at the Council Meeting for or against the request, you will need to sign up before the meeting starts.

Sincerely,

Debbie Adkinson
Code Department Assistant

SITE PLAN NOTES

- SITE CONTAINS 1.707 ACRES TOTAL.
- PROPERTY IS ZONED B-3.
- BOUNDARY AND TOPOGRAPHIC INFORMATION TAKEN FROM A SURVEY BY ALCOVY SURVEYING AND ENGINEERING, INC. DATED 8/18/17.
- NO PART OF THIS SITE IS IN A FLOOD HAZARD ZONE ACCORDING TO F.I.R.M. COMMUNITY PANEL NO. 13297C0137E, DATED 12/8/16.
- THERE ARE NO MAXIMUM ALLOWABLE BUILDING HEIGHT LIMIT.
- ALL CURB RADII ARE 5.0' UNLESS OTHERWISE NOTED.
- ALL CURB DIMENSIONS ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
- ALL CONSTRUCTION MATERIALS AND PROCEDURES SHALL CONFORM TO CITY OF MONROE AND GEORGIA DEPARTMENT OF TRANSPORTATION STANDARDS.
- SEE ARCHITECTURAL PLANS FOR BUILDING FLOOR PLAN DIMENSIONS, DOOR LOCATIONS, AND OTHER ARCHITECTURAL DETAILS.
- HANDICAP PARKING SPACES SHALL BE DESIGNATED AS RESERVED FOR DISABLED BY A SIGN SHOWING THE SYMBOL OF ACCESSIBILITY. SUCH SIGNS SHALL NOT BE OBTAINED BY VEHICLES PARKING IN THE SPACES.
- CONTRACTOR TO NOTIFY INSPECTOR AT LEAST 24 HOURS BEFORE BEGINNING EACH PHASE OF CONSTRUCTION.
- SIGNS, LOCATION, NUMBER AND SIZE ARE NOT APPROVED UNDER THIS DEVELOPMENT PERMIT.
- NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED UNTIL ALL SITE IMPROVEMENTS HAVE BEEN COMPLETED.
- HIGH INTENSITY LIGHTING FACILITIES SHALL BE SO ARRANGED THAT THE SOURCE OF ANY LIGHT IS CONCEALED FROM PUBLIC VIEW AND FROM ADJACENT RESIDENTIAL PROPERTY AND DOES NOT INTERFERE WITH TRAFFIC.
- THE LOCATIONS OF ALL BUILDINGS FROM PROPERTY LINES AND OTHER BUILDINGS SHALL COMPLY WITH THE HEIGHT AND AREA LIMITATIONS OF TABLE 500 AND THE FIRE RESISTIVE REQUIREMENTS OF TABLE 600 OF THE 1995 EDITION OF THE STANDARD BUILDING CODE BASED ON OCCUPANCY GROUP CLASSIFICATIONS AND TYPES OF CONSTRUCTION.
- NO DRIVE UP WINDOWS ARE PROPOSED.
- BUILDING NOT TO BE SPRINKLERED.
- NO SIGNAGE IS PROPOSED AT THIS TIME AND THE APPROPRIATE SIGN PERMITS TO BE OBTAINED AT A LATER DATE.
- THERE ARE NO EXISTING OR PROPOSED INERT WASTE BURY PITS ON THIS SITE.
- OWNER IS RESPONSIBLE FOR MAINTENANCE OF STORM DRAIN SYSTEM OUTSIDE OF RIGHT OF WAY.
- OWNER IS RESPONSIBLE FOR COMPLIANCE WITH N.P.D.E.S. GENERAL PERMIT REQUIREMENTS.
- THERE ARE NO WETLANDS ON THIS SITE.
- SITE IS SERVED BY CITY OF MONROE SANITARY SEWER SYSTEM.
- SITE IS SERVED BY CITY OF MONROE WATER SYSTEM.
- THERE ARE NO CEMETERIES OR OTHER SIGNIFICANT OR HISTORICAL AREAS ON THE SITE.

SITE PLAN KEYED NOTES

- (A) AREA STRIPED WITH SWSL/4"ACMP @ 45° AT 2'-0" O.C.
- (B) ACCESSIBLE PARKING SPACE TYPICAL. SEE DETAIL SHEET.
- (C) ACCESSIBLE RAMP. SEE DETAIL SHEET D-2.
- (D) 24" CONCRETE CURB AND GUTTER (TYPE A) TYPICAL. SEE DETAIL SHEET.
- (D) 24" CONCRETE CURB AND GUTTER (TYPE B) TYPICAL. SEE DETAIL SHEET.
- (E) PAINTED DIRECTIONAL ARROW (TYPICAL). SEE DETAIL SHEET.
- (F) CONCRETE DUMPSTER PAD.
- (G) 5' CONCRETE SIDEWALK.
- (H) HANDICAP SIGN. SEE DETAIL SHEET.
- (J) PARKING CURB/WHEEL STOP.
- (K) 6" RIBBON CURB.

- NOTE:**
- ALL TREE PROTECTION AREAS TO BE PROTECTED FROM SEDIMENTATION.
 - ALL TREE PROTECTION FENCING TO BE INSPECTED DAILY AND REPLACED OR REPAIRED AS NEEDED.
 - ALL TREE PROTECTION DEVICES ARE TO BE INSTALLED PRIOR TO THE START OF LAND DISTURBANCE AND MAINTAINED UNTIL FINAL LANDSCAPING IS INSTALLED.
 - NO PARKING, STORAGE, OR OTHER CONSTRUCTION SITE ACTIVITIES ARE TO OCCUR WITHIN TREE PROTECTION AREAS.
 - ALL REQUIRED VEGETATION MUST BE MAINTAINED FOR ONE YEAR AFTER THE DATE OF ISSUANCE OF THE CERTIFICATE OF OCCUPANCY.

SITE ANALYSIS

TOTAL BUILDING 7,484 S.F.
 PROP. WELLNESS CENTER 6,000 S.F.
 EX. MEDICAL OFFICE 1,484 S.F.
 TOTAL AREA 1.707 AC.
 TOTAL IMPERVIOUS 1.02 AC. OR 59.75%
 MAX. IMPERVIOUS 60%
 ZONED B-3

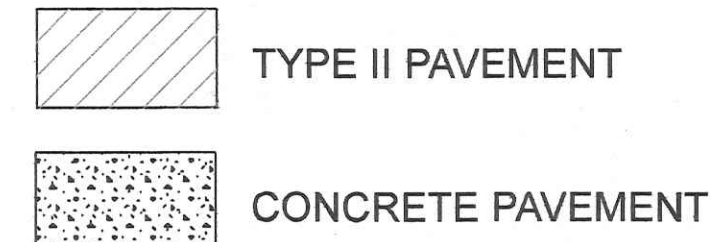
VARIANCE REQUEST TO ALLOW FOR PROPOSED NUMBER OF PARKING SPACES TO EXCEED 120% LIMIT PER CITY OF MONROE ZONING ORDINANCE AS SHOWN PER THIS SITE PLAN.

EMP. IN PROP. 6,000 S.F. CENTER 25
 EMP. IN EX. 1,484SF ADMIN. 10
 TOTAL NUMBER OF EMPLOYEES 35

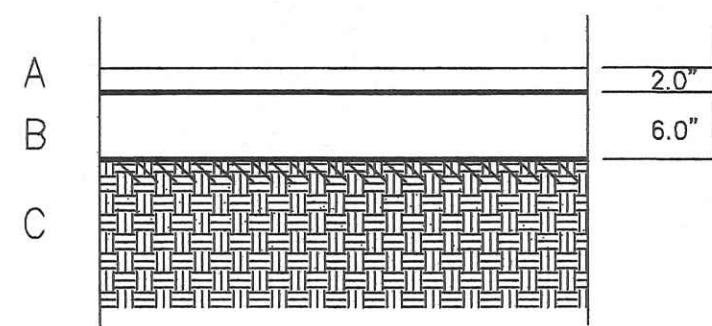
REQUIRED PARKING
 3 SP. / 1,000 S.F. 23 SPACES
 1 SP. / EMPLOYEE 35 SPACES
 TOTAL REQUIRED 35 SPACES
 120% MAX. PARKING ALLOWED 42 SPACES

EX. SPACES 11 SPACES
 PROP. SPACES 58 SPACES
 TOTAL PROVIDED 69 SPACES
 H.C. SPACES REQ. 3 SPACES
 H.C. SPACES PROVIDED 4 SPACES

PAVEMENT LEGEND

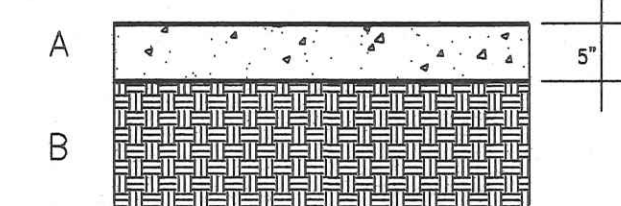


- A. 2.0 INCH ASPHALT TOPPING - TYPE "E" OR "F"
- B. 6.0 INCHES OF CRUSHED STONE BASE COURSE
- C. STABILIZED SUBGRADE
 RAW SUBGRADE SOIL (IN SITU OR COMPACTED FILL)
 COMPACTED TO A MINIMUM OF 98%
 OF ASTM D 698 DENSITY

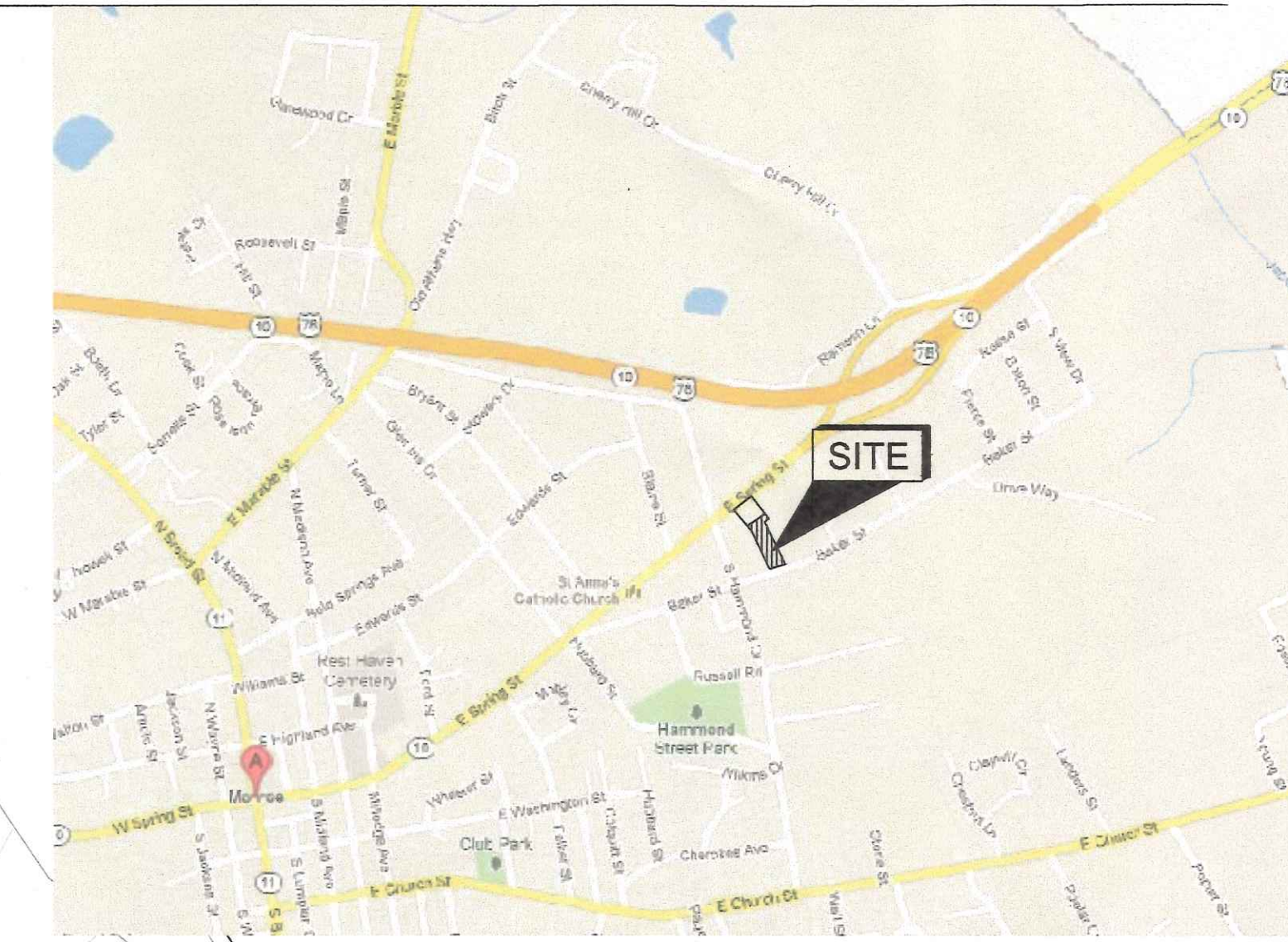
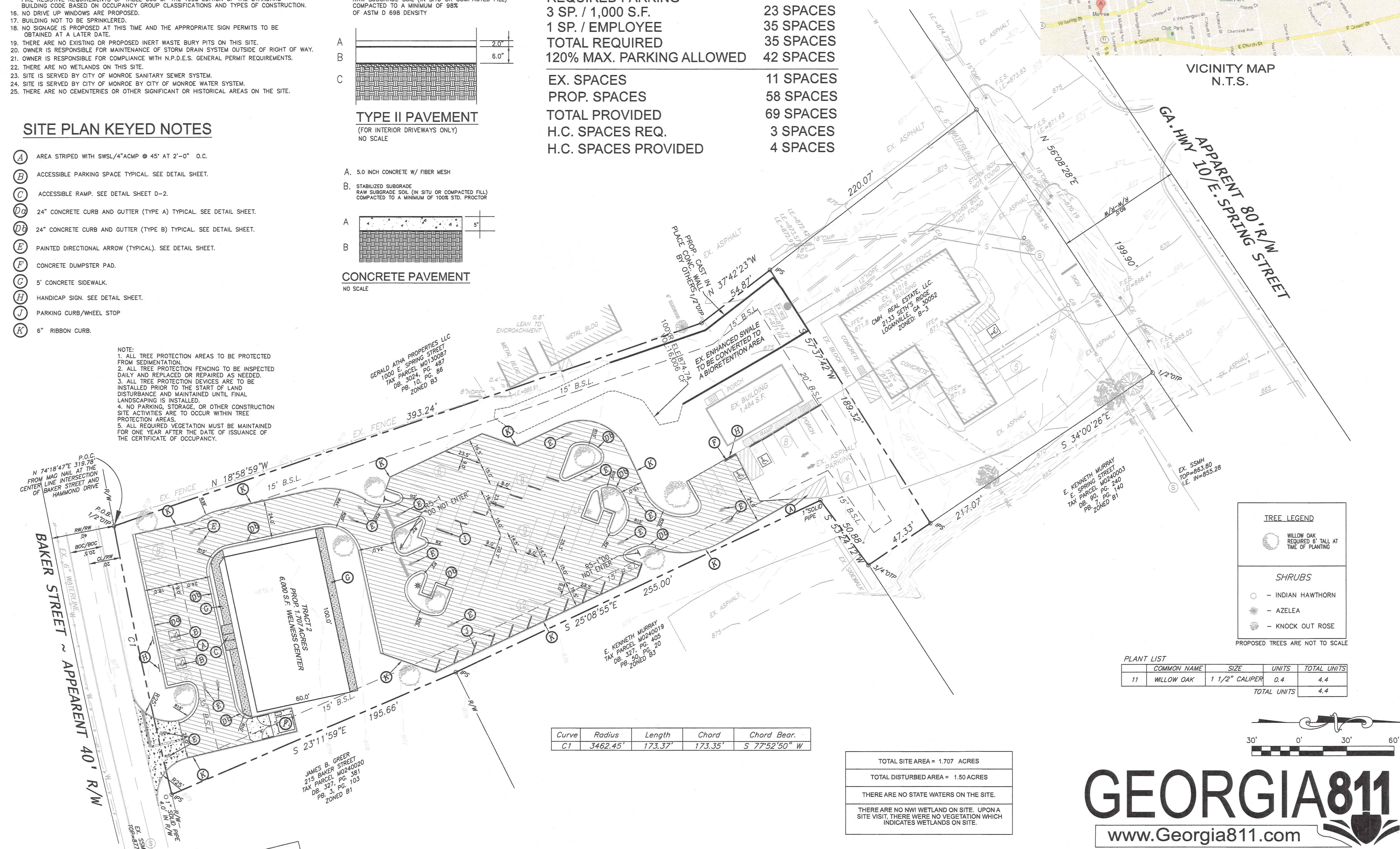


TYPE II PAVEMENT
 (FOR INTERIOR DRIVEWAYS ONLY)
 NO SCALE

- A. 5.0 INCH CONCRETE W/ FIBER MESH
- B. STABILIZED SUBGRADE
 RAW SUBGRADE SOIL (IN SITU OR COMPACTED FILL)
 COMPACTED TO A MINIMUM OF 100% STD. PROCTOR

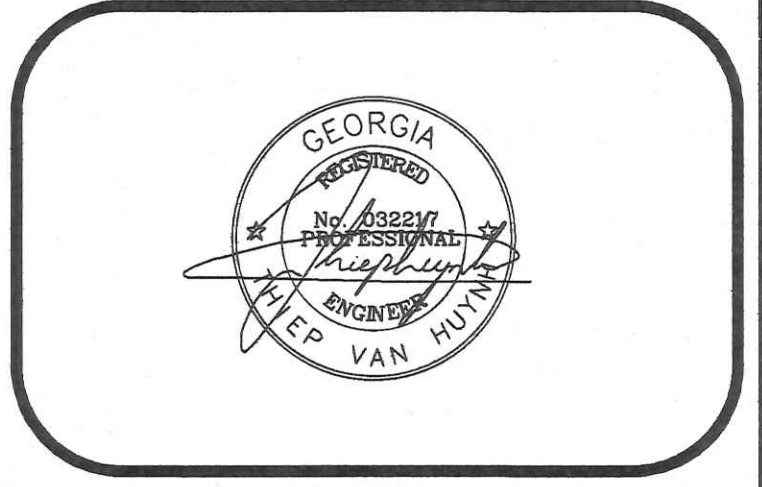


CONCRETE PAVEMENT
 NO SCALE



VICINITY MAP N.T.S.

ALCOVY
 SURVEYING & ENGINEERING, INC.
 P.O.C. TIP HUYNH, P.E.
 2205 Highway 81 South
 Loganville, Georgia 30052
 Phone: 770-466-4002
 Fax: 770-466-4296
 tip@alcovyse.com
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SITE PLAN

PROPOSED OUR FAMILY PRACTICE MEDICAL OFFICE EXPANSION PHASE III

PARCEL: M0240021A00
 LAND LOT: 72
 DISTRICT : 3rd
 211 BAKER STREET
 CITY OF MONROE, GA

DATE: 12/17/2020
 SCALE: 1"=30'

OWNER/ PRIMARY PERMITTEE

CMH REAL ESTATE, LLC.
 2133 SETH'S RIDGE
 LOGANVILLE, GA 30052
 NAME: JON HILL
 PHONE: (773) 7490-9968
 EMAIL: jhill@ourfamilyhealthcenter.com

24 HOUR - EMERGENCY CONTACT
 JON HILL
 773-490-9968
 jhill@ourfamilyhealthcenter.com

REVISIONS

NO.	DATE	DESCRIPTION
1	1/25/20	REVISED PARKING

JOB No. #12-112
VR

TREE LEGEND

WILLOW OAK REQUIRED 6' TALL AT TIME OF PLANTING

SHRUBS

- - INDIAN HAWTHORN
- * - AZELEA
- ⊗ - KNOCK OUT ROSE

PROPOSED TREES ARE NOT TO SCALE

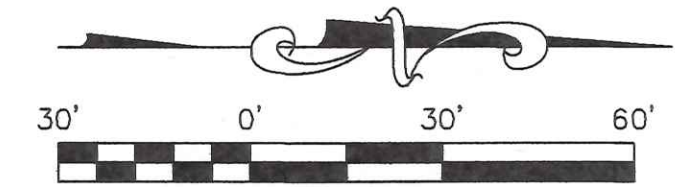
PLANT LIST

COMMON NAME	SIZE	UNITS	TOTAL UNITS
11 WILLOW OAK	1 1/2" CALIPER	0.4	4.4
			TOTAL UNITS 4.4

Curve	Radius	Length	Chord	Chord Bear.
C1	3462.45'	173.37'	173.35'	S 77°52'50" W

TOTAL SITE AREA = 1.707 ACRES
 TOTAL DISTURBED AREA = 1.50 ACRES
 THERE ARE NO STATE WATERS ON THE SITE.
 THERE ARE NO NWI WETLAND ON SITE. UPON A SITE VISIT, THERE WERE NO VEGETATION WHICH INDICATES WETLANDS ON SITE.

GEORGIA811
 www.Georgia811.com



**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of Article V, Section 520, Table 3 of the Zoning Ordinance for 211 Baker Street. A public hearing will be held on March 16, 2021 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of Article V, section 520, Table 3 of the Zoning Ordinance for 211 Baker Street. A public hearing will be held on April 13, 2021 before the Mayor and Council, at 6:00 pm.

These meetings will be held via Zoom online. The link will be available to the public on our web site and on the agenda. All those having an interest should be present.

Please run on the following date:

February 28, 2021

APPOINTMENTS

Updated

December 8, 2020

Appointed

Term Expires

HISTORIC PRESERVATION COMMISSION (Three-year term)

(As of 2/12/19 Changed from 5-year terms to 3-year terms)

Fay Brassie	December 12, 2017	May 1, 2021
	(to fill unexpired term of John Lucas)	
Crista Carrell	December 12, 2017	May 1, 2022
	(to fill unexpired term of Eric Edkin)	
Susan Brown	April 10, 2018	May 1, 2023
Mitch Alligood	April 9, 2019	May 1, 2022
Elizabeth Jones	August 11, 2020	May 1, 2023
	(to fill unexpired term of Marc Hammes)	



Appointed Board Member Biography

Name: Fay Brassie

Profession / Business: — Position: Retired Art Teacher

Business Address: —

Phone number: — Fax number: —

Email address: fayb@mac.com

* Home Address: 305 Walton Street, Monroe, GA

Home Phone number: 70-267-2681 Mobile Phone number: —

(Please indicate address where you prefer to receive your mail)

Birthday: 1-31-40 Birthplace: Ringgold, GA

Education: BS, Master, Specialist degrees in art & education, Interior

Hobbies: Floral Design, painting, travel, sculpture, architectural design

Membership in Service Clubs: Evergreen Garden Club, Designer's Study Club,

NCA Judges, NAFTH, CFAA

Social Clubs: Monroe Boy & County Club

Membership / Offices Held / Other Agency Boards: Board of McDaniel Tucker Historic House

Civic Appointments: —

Political Offices: —

Reason for wanting to serve on Herit Preservation Board

I live in a historic district (since the 60's) and am very interested in maintaining our history for our future generations. Walton County and Monroe have histories to be proud of, if maintained and developed properly!!

Thank you, Fay Brassie

APPOINTMENTS

Updated

December 8, 2020

Appointed

Term Expires

TREE BOARD APPOINTMENTS (Three- year terms)

Susan Brown	February 13, 2018	March 1, 2021
Elaine Oakes	February 12, 2019	March 1, 2022
Darrell Stone	February 12, 2019	March 1, 2022
Brian Thompson	February 12, 2019	March 1, 2022
Steve Brown	February 11, 2020	March 1, 2023
Crista Carrell	February 11, 2020	March 1, 2023
Susan Pelham	February 11, 2020	March 1, 2023



Appointed Board Member Biography

Name: Hunter Blair

Profession / Business: Trucking / Manufacturing Position: Plant / Operations Manager

Business Address: 941 Monroe Jersey Road SE

Phone number: (770) 317-9452 Fax number: _____

Email address: hrb213@gmail.com

Home Address: 1148 Golfview Ter, Monroe, GA 30655

Home Phone number: (770) 317-9452 Mobile Phone number: (770) 317-9452

(Please indicate address where you prefer to receive your mail)

Birthday: 02/13/1988 Birthplace: Macon, GA

Education: BSA - Agricultural & Applied Economics - University of Georgia

Hobbies: Hunting, Fishing, the outdoors, golf, trees

Membership in Service Clubs: none

Social Clubs: Walton County Chamber of Commerce

Membership / Offices Held / Other Agency Boards:
none

Civic Appointments: none

Political Offices: none

Reason for wanting to serve on Tree Board

I have a passion for trees and the City of Monroe and would like to see smart growth in our city while incorporating smart tree canopy growth as well.



To: Public Safety Committee, City Council
From: Andrew Dykes, Battalion Chief
Department: Fire
Date: 3/15/2021
Subject: Nederman Diesel Exhaust Extraction System Repair

Budget Account/Project Name: Building Repair & Maintenance-Outside 100-3500-522204

Funding Source: Grant 95% / Local 5% Match plus overage above \$27,350

Budget Allocation: \$5,000

Budget Available: \$5,000

Requested Expense: \$27,861.75

Company of Purchase: Industrial Air Purification, Inc.

Description:

This item is to request the approval of Industrial Air Purification, Inc. as the sole source provider to repair the fire station’s existing Nederman Diesel Exhaust Extraction System. The department was awarded the 2019 Assistance to Firefighters Grant (AFG) totaling \$27,350.00 with the federal share covering \$26,047.62 and the local match consisting of \$1,302.38. The scope of work includes replacing the system control panel, providing 8 new vehicle transmitters and 2 building receivers, replacing 8 lower nozzles, 7 vertical hoses, and 6 vehicle anchor plates. The total for the project (after a recent 4% cost increase) totals \$27,861.75 with the city’s portion totaling \$1,814.13.

Background:

The system was purchased and installed with a \$63,000 federal grant in 2004. In recent years the system has fallen into disrepair with multiple components in need of replacement.

Attachment(s):

Sole Source Letter – 1 page

Quote – 1 page



580 Technology Drive
 Sparta, Tennessee 38583
 U.S.A
 Phone 931-372-0050

QUOTATION

Bill To:
City of Monroe, GA
 PO Box 1249
 Monroe GA 30655

Estimate # Q-210336
Estimate Date 03/11/2021
Valid Through 06/30/2021
Reference Nederman Exhaust System
Sales Rep Michael Bradshaw
Lead Time 4-6 Weeks
Terms Net 30
Shipping Terms Included

Ship To:
 City of Monroe, GA
 139 South Madison Ave
 Monroe GA 30655

Line	Item	Description	Qty	Rate	Amount
1	Install	Scope of Work: repair and upgrade Nederman exhaust system, major tasks include: - Bay 1: provide and install (1) Round Lower Nozzle, (1) Oval Lower Nozzle, (1) Vertical Hose, (1) Anchor Plate - Bay 2: provide and install (2) Vertical Hoses, (2) Magnet Collars, (2) Round Lower Nozzles, (1) Anchor Plate - Bay 3: provide and install (2) Vertical Hoses, (2) Magnet Collars, (2) Round Lower Nozzles, (1) Anchor Plate, (1) Split Anchor Plate - Bay 4: provide and install (2) Vertical Hoses, (2) Round Lower Nozzles, (1) Anchor Plate, (1) Split Anchor Plate - replace rear track end of hose to ductwork connection as needed - clean and lubricate tracks - remove garage door wiring - remove and install new control panel - install (2) receivers (one on each side of fire station) - provide scissor lift - labor and travel expenses - any supplemental repairs outside of scope/estimate, we will advise and send a quote Customer to Advise: - is voltage coming off main panel to control panel, 208V/3, 230V/3, or 460V/3 Customer to: - modify any tail pipes as needed - wiring in (8) new vehicle transmitters	1	3,895.60	3,895.60
2	20802264	Lower Nozzle, 8"	7	861.54	6,030.78
3	86900103	Oval Nozzle, 8" x 16"	1	855.13	855.13
4	20374137	Vertical Hose	7	1,216.67	8,516.69
5	20372003	Anchor plate	4	171.79	687.16
6	20371853	Magna Anchor Plate-Roll Up Door-2pc	2	137.19	274.38
7	89116065	Receiver Gen II	2	514.10	1,028.20
8	89116064	Transmitter Gen II	8	497.44	3,979.52
9	89116056	Control Panel, Auto Start	1	2,395.84	2,395.84

Line	Item	Description	Qty	Rate	Amount
10	Shipping	Freight Note: - Nederman is having a 4% price increase effective 3-29-21, ensure PO is sent in by this date, if not add 4% to PO amount.	1	198.45	198.45

Thank you for the opportunity! Please contact me if you have any questions.

Sub Total 27,861.75

Total \$27,861.75

Terms & Conditions

This quotation is limited to and conditioned upon acceptance of Industrial Air Purification's Terms and Conditions of Sale. These terms are incorporated herein by reference. By placing an order, customer accepts these terms. You may find a current copy at <https://www.industrialairpurification.com/termsofsale>

Customer Authorized Signature _____

2 January 2020

Subject: Representation of Nederman for Products and Services

To Whom It May Concern,

Please let this letter serve as notification and verification that Industrial Air Purification, Inc. located in Sparta TN is our Appointed Manufacturer's Representative (aka Distributor) serving the entire state of Georgia, Alabama, Tennessee, Mississippi, and North Florida for Nederman Products and Services for the Fire and Vehicle Exhaust Market. Industrial Air Purification, Inc. is Factory Certified in all phases of Installation and Service of our equipment. Our Company Policy dictates only those Companies who are Factory Trained and Certified by Nederman, Inc. can Install and Service Nederman equipment, which also directly affects the Warranty.

Any and all correspondence, communications, issuing of Purchase Orders and otherwise regarding an interest in Nederman or obtaining Nederman Products and Services should be directed to Industrial Air Purification and to the attention of Mr. Michael Bradshaw or his appointed representative.

Nederman is a global manufacturer of industrial air filtration systems that has been in business since 1950. Nederman is based in Sweden with subsidiaries in 30 countries, and a US Headquarters and Manufacturing Plant in Thomasville, NC.

Feel free to contact me directly for any questions or concerns regarding this notification.

Respectfully,

Anthony Felicijan

Anthony Felicijan
Southeast Regional Manager
Nederman LLC
Cell: 980-307-1738
Email: anthony.felicijan@nederman.com

Respectfully,

Doug Johnson

Doug Johnson
National Fire Sales Manager
Nederman LLC
Cell: 704-650-8169
Email: doug.johnson@nederman.com