



## Historic Preservation Commission Meeting

### AGENDA

Tuesday, May 28, 2024  
6:00 PM  
215 N. Broad St. - City Hall

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I. **CALL TO ORDER**

II. **ROLL CALL**

III. **APPROVAL OF AGENDA**

IV. **MINUTES OF PREVIOUS MEETING**

1. Minutes of Previous Meeting 4-23-2024

V. **OLD BUSINESS**

1. Update 208 S. Broad St. - Ford Building Renovation

VI. **NEW BUSINESS**

1. Request for COA - 244 Boulevard - Fencing
2. Request for COA - 716 E Church St - Storage Building
3. Request for COA - 314 S Wayne St - signage
4. Request for COA - 116 S. Broad St. - Exterior Improvements

VII. **ADJOURNMENT**

Historic Preservation Commission  
Meeting Minutes  
Regular Meeting—April 23, 2024—DRAFT

Present: Fay Brassie, Elizabeth Jones, Marc Hammes, Jane Camp

Absent: Laura Powell

Staff: Brad Callender, Director of Planning & Development  
Laura Wilson, Code Admin

Visitors: Michele Yarbrough, Sherie Hawkins, Chris Hall

Meeting called to order at 6:00 P.M.

Motion to approve agenda as submitted

Motion Hammes, Second Camp  
Motion carried

Chairman Jones asked if there were any changes or corrections to the January 23, 2024 minutes.  
To approve minutes as submitted.

Motion by Brassie, Second by Hammes  
Motion carried.

Old Business: None

New Business:

**The First Item of New Business:** Request for COA #3107, a request for signage at 122 N. Broad St. for The Armory bookstore. The sign meets code requirements for size and materials. Applicant and business owner Michelle Yarbrough spoke in favor of the project.

Motion to approve as submitted

Motion by Hammes, Second by Camp  
Motion carried

**The Second Item of New Business:** Request for COA #3108, a request for a 6ft privacy fence at 225 Boulevard. The fence will be made of wood and have three gates; one on either side of the house and one in the rear. The fence will connect to the house but not in the immediate front. It will be placed back a bit. The applicant Chris Hall spoke in favor of the project.

Motion to approve as submitted

Motion by Brassie, Second by Camp  
Motion carried

**The Third Item of New Business:** Request for COA #3109, a request for a standard 6ft wooden privacy fence at 104 3<sup>rd</sup> St. The applicant also owns the adjoining property at 706 S. Broad St. The fence will go along the side of

the S. Broad St. property and along the backside of the 3<sup>rd</sup> St. property. Ultimately coming up between 104 and 106 3<sup>rd</sup> St. The fence will also assist in landscaping the property. The applicant and owner Sherie Hawkins spoke in favor of the project.

Motion to approve as submitted

Motion by Camp, Second by Brassie  
Motion carried

Motion to adjourn

Motion by Hammes, Second by Camp  
Motion carried

Adjourned at 6:09 pm

# FORD BUILDING

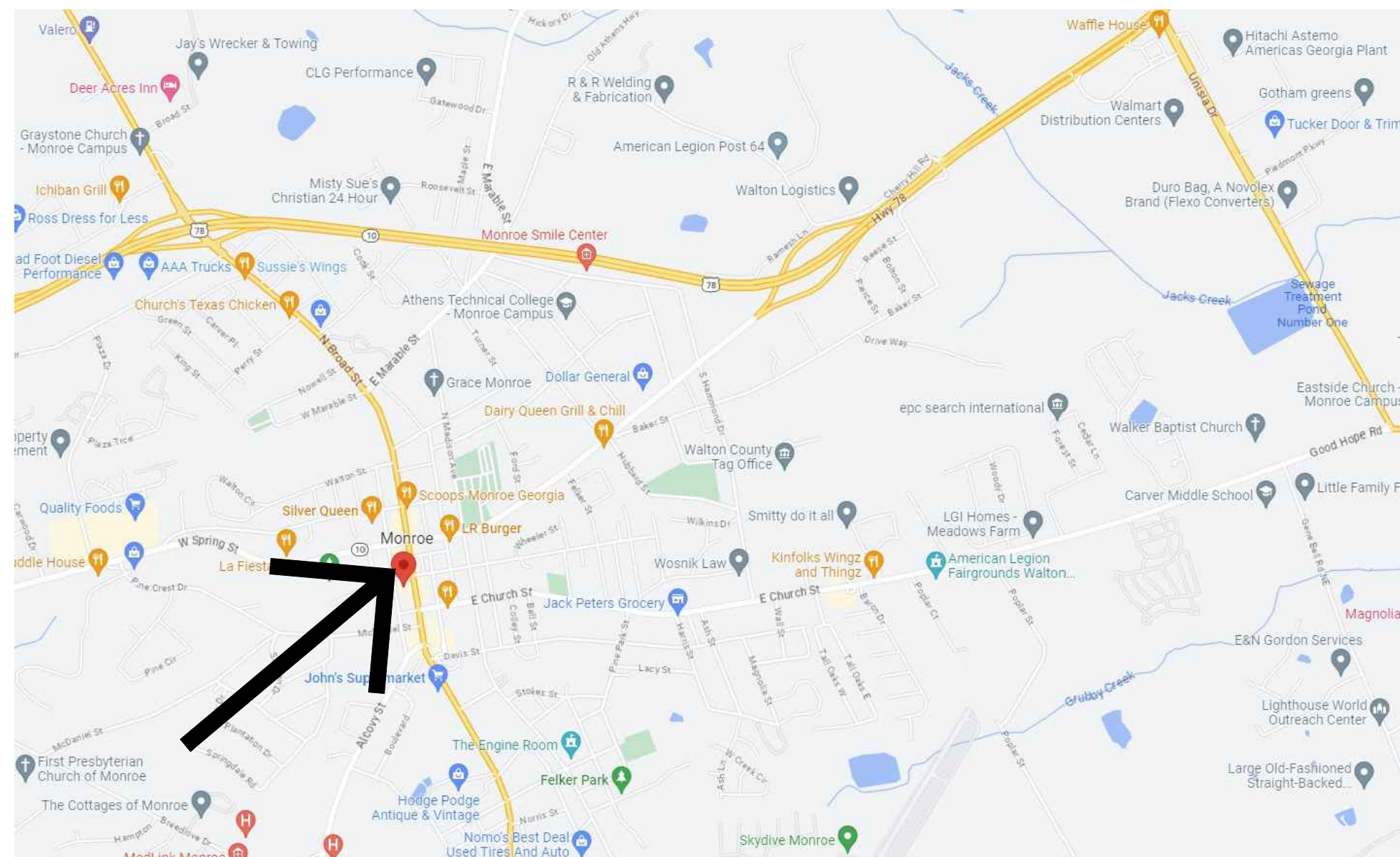
## 208 S. BROAD STREET

### MONROE, GEORGIA 30655

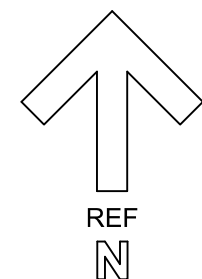
**DEVELOPER**  
CHAD DRAPER - JEC DEVELOPMENT

**ARCHITECT**  
CHRISTOPHER EVANS, AIA  
E+E ARCHITECTURE, INC  
297 PRINCE AVE SUITE 28B  
ATHENS GEORGIA 30601

- GENERAL NOTES:**
- DO NOT SCALE DRAWINGS - USE DIMENSIONS ONLY. FOR DIMENSIONS NOT SHOWN OR IN QUESTION, CONTRACTOR SHALL REQUEST CLARIFICATION FROM ARCHITECT BEFORE PROCEEDING.
  - UNLESS OTHERWISE NOTED, INTERIOR PARTITION DIMENSIONS ARE GIVEN FACE TO FACE BETWEEN STUDS/CMU OR FACE OF STUD/CMU TO COLUMN CENTERLINE. THE EXCEPTION IS MILLWORK DETAILS WHERE DIMENSIONS ARE FROM FACE OF FINISH SURFACES (GWB, PLASTER, ETC.)
  - ELEVATIONS AND LEVELS ARE SHOWN TO TOP OF FINISHED HARD SURFACES (CONCRETE FLOOR SLAB), EXCLUSIVE OF APPLIED FINISHES (CARPET, VCT, OTHER THINSET FINISH MATERIALS).
  - CONTRACTOR SHALL VERIFY ALL EXISTING DIMENSIONS, CONDITIONS, AND EQUIPMENT LOCATIONS IN THE FIELD. DISCREPANCIES SHALL BE BROUGHT TO THE ATTENTION OF THE ARCHITECT.
  - ELECTRIC PANELS, ALARM BOXES, FIRE EQUIPMENT CABINETS AND OTHER RECESSED BOXES GREATER THAN 16 SQUARE INCHES THAT ARE LOCATED IN RATED WALLS SHALL BE BACKED BY GYPSUM WALLBOARD LAYERS SUFFICIENT TO MAINTAIN THE DESIGNATED RATING.
  - ALL VERTICAL PIPING EXPOSED IN ROOMS SHALL BE FURRED AND FINISHED TO MATCH ADJACENT WALL. EXCEPTIONS ARE MECHANICAL ROOMS, ELECTRIC AND TELEPHONE CLOSETS.
  - CEILING AND ACCESS PANELS SHALL BE PROVIDED IN NON-ACCESSIBLE CEILINGS, INCLUDING BUT NOT LIMITED TO: BELOW THE FOLLOWING MECHANICAL AND PLUMBING DEVICES:
    - VALVES
    - FLOW MEASURING DEVICES
    - MIXING BOXES
    - POWER OPERATED DAMPERS
    - ACCESS PANELS IN DUCTWORK
    - VOLUME AND BALANCING DEVICES
    - WATER FLOW SWITCHES
    - SPRINKLER SYSTEM DRAINS AND TEST CONNECTIONS
    - PRESSURE SWITCHES
    - REFER TO ELECT. DRAWINGS FOR SMOKE DETECTOR TYPES AND LOCATIONS.
  - NO FIRE ALARMS REQUIRED. GENERAL CONTRACTOR TO SUBMIT MODIFICATIONS TO SPRINKLER SYSTEM HEADS, PULL STATIONS, ETC. SEPARATELY.



VICINITY MAP  
N.T.S.



1 HISTORIC IMAGE  
N.T.S.



#### DRAWING INDEX

#### FORD BUILDING

#### 208 S. BROAD STREET MONROE, GEORGIA

#### GENERAL

A-0.0 COVER

#### (A) ARCHITECTURAL

D-1.0 EXISTING EXTERIOR IMAGES

D-2.0 EXISTING EXTERIOR ELEVATIONS

A-1.0 PROPOSED FLOOR PLAN WAYNE STREET

A-1.1 PROPOSED FLOOR PLAN BROAD STREET

A-2.0 EXTERIOR ELEVATIONS

HPC SUBMISSION 09.08.23

REVISION HPC SUBMISSION 11.28.23

HPC SUBMISSION 02.08.24

REVISION HPC SUBMISSION 02.23.24

REVISION HPC SUBMISSION 03.06.24

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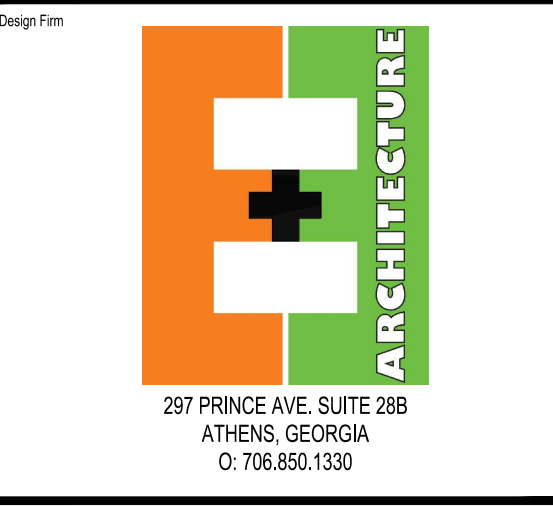
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CONSULTING ENGINEERS:

FORD BUILDING  
208 S. BROAD STREET  
MONROE, GA 30655

Seal:

No.	Date	Issue Notes



COVER

Date: 03.06.2024 Project Number: 2022-31  
CAD File Name: A-0.0 COVER.DWG  
Drawing Number:

A-0.0

# EXISTING IMAGES

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CONSULTING ENGINEERS:



FRONT EXTERIOR -  
FACING SOUTH BROAD STREET



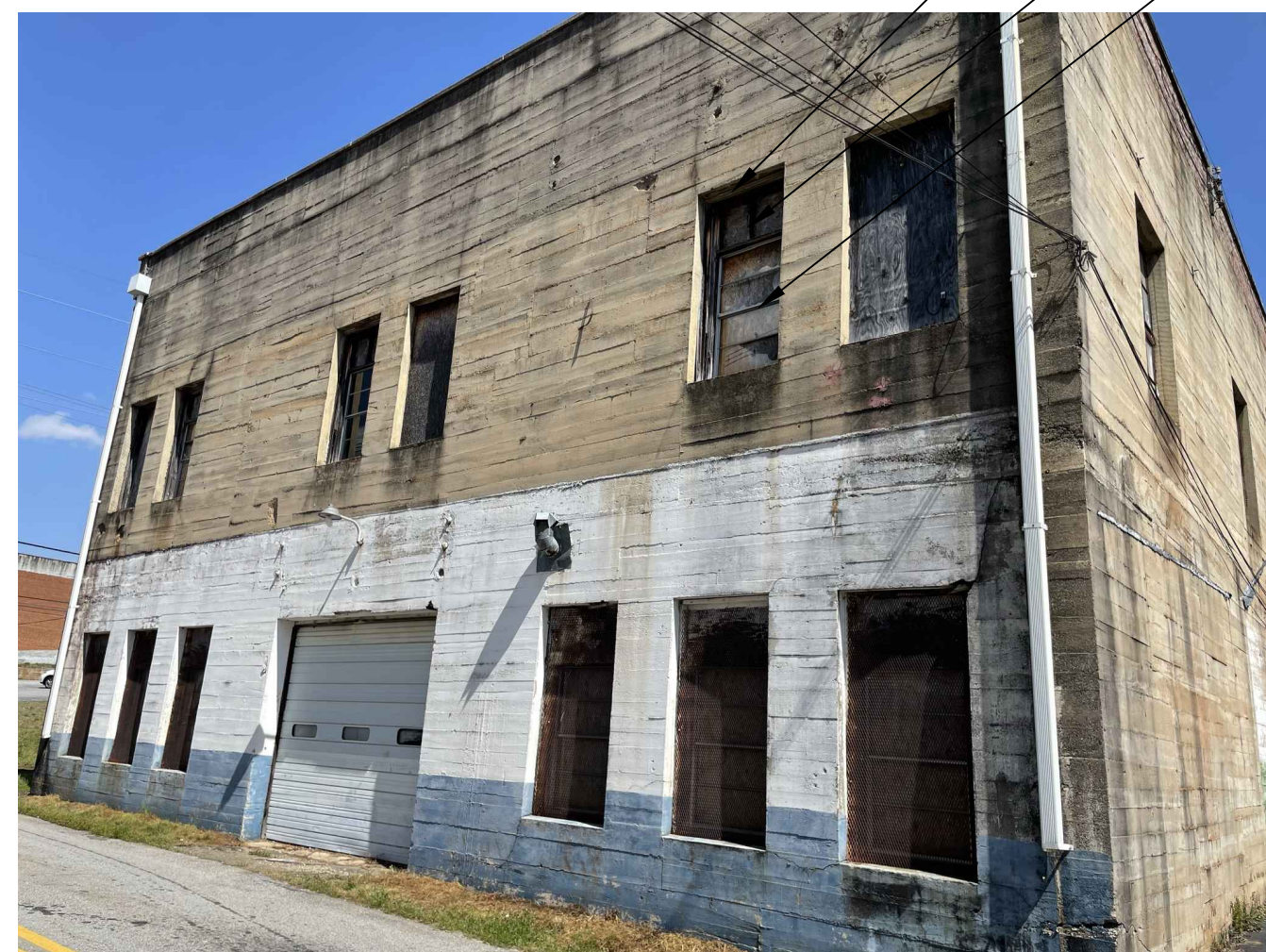
FRONT EXTERIOR -  
FACING SOUTH BROAD STREET



SIDE EXTERIOR -  
FACING W CHURCH ST



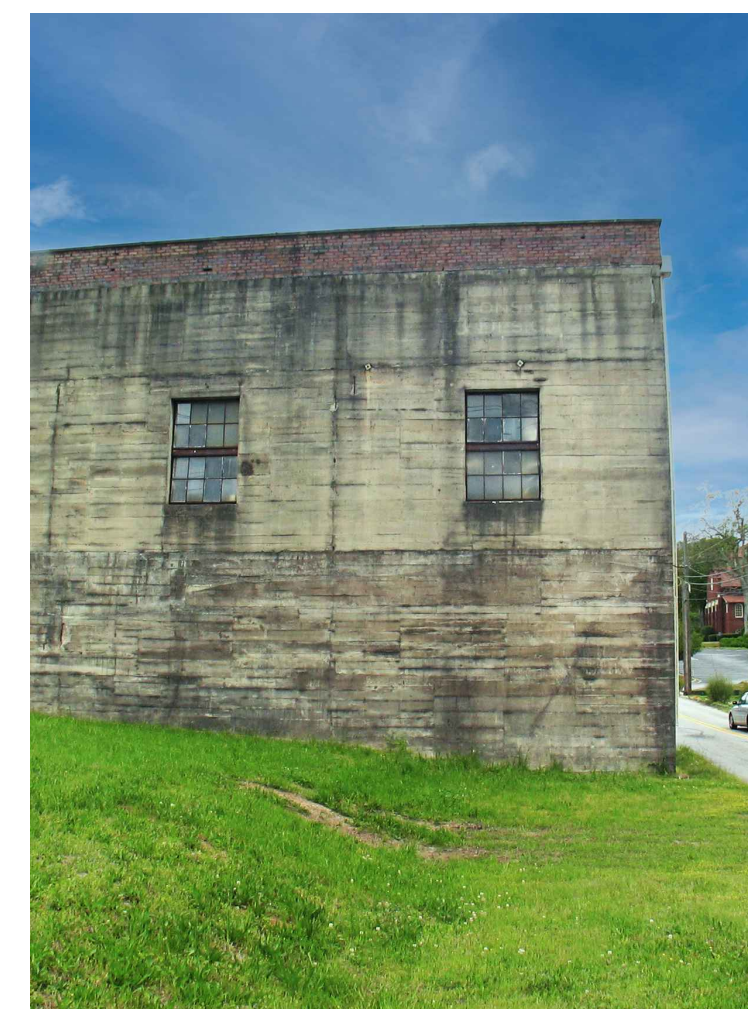
BACK EXTERIOR -  
FACING N WAYNE ST



BACK EXTERIOR -  
FACING N WAYNE ST



BACK EXTERIOR -  
FACING N WAYNE ST



SIDE EXTERIOR -  
FACING WEST  
WASHINGTON



BACK SIDE EXTERIOR -  
FACING WEST WASHINGTON

EXISTING, HISTORIC WINDOW FRAME AND OPENING

OPENING CREATED BY NON-HISTORIC STORM WINDOW FILLED WITH PLYWOOD

EXISTING, NON-HISTORIC STORM WINDOW

FORD BUILDING  
208 S. BROAD STREET  
MONROE, GA 30655

Seal:

No.	Date	Issue Notes

Design Firm:



297 PRINCE AVE. SUITE 288  
ATHENS, GEORGIA  
O: 706.850.1330

Drawing Title:  
**EXISTING  
EXTERIOR  
IMAGES**

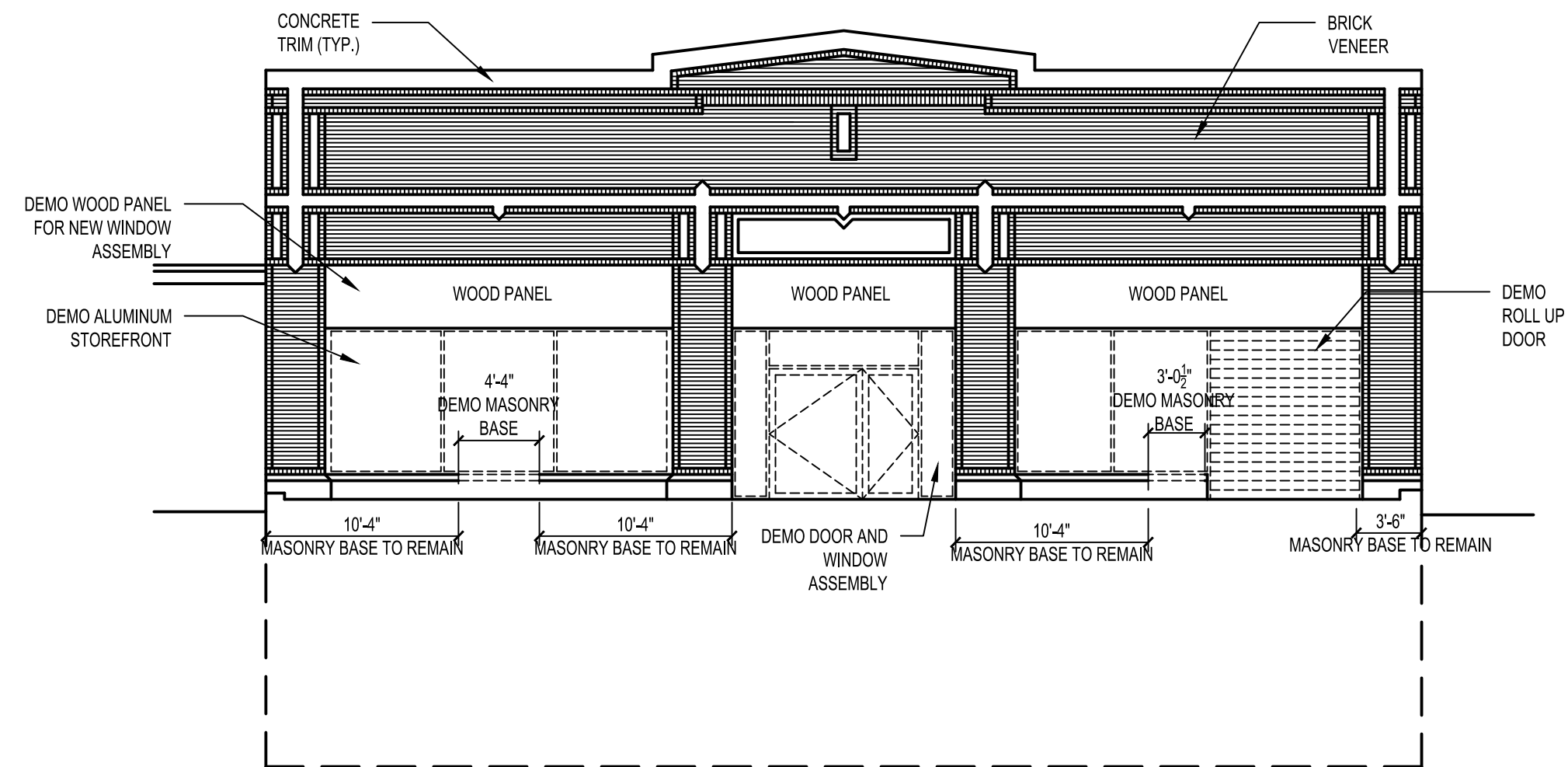
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**D-1.0**

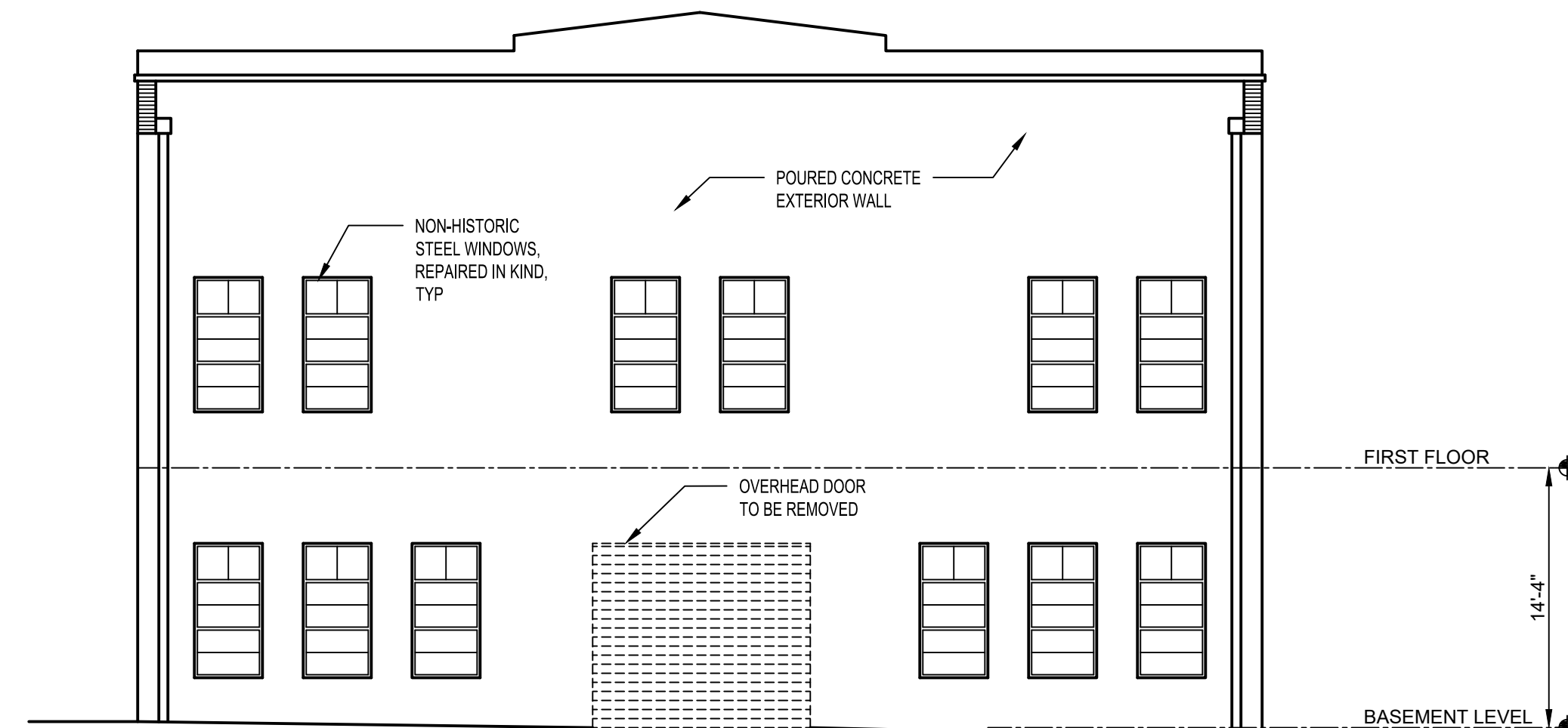
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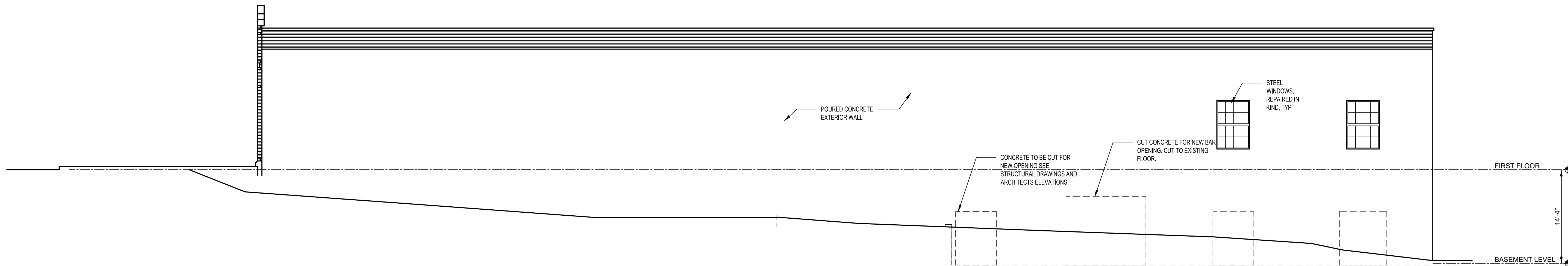
CONSULTING ENGINEERS:



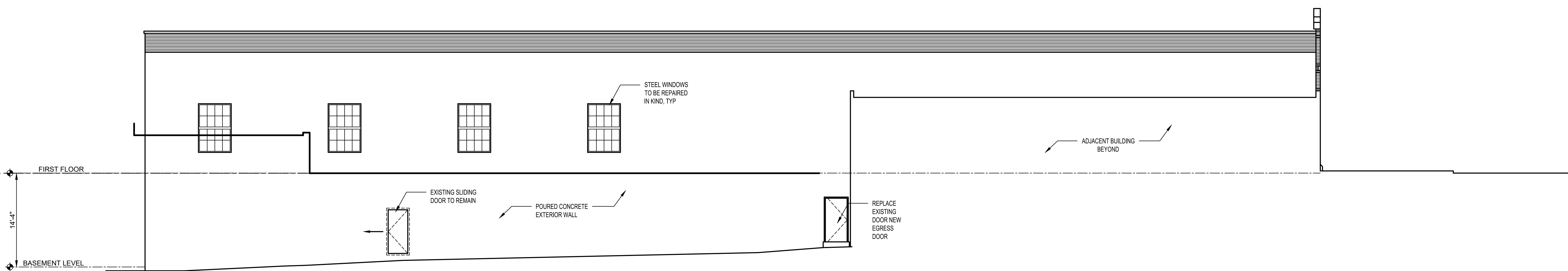
1 EXTERIOR ELEVATION  
1/8"=1'-0"



2 EXTERIOR ELEVATION  
3/8"=1'-0"



3 EXTERIOR ELEVATION  
1/8"=1'-0"



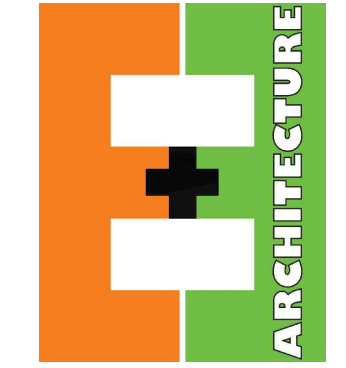
4 EXTERIOR ELEVATION  
1/8"=1'-0"

**FORD BUILDING**  
**208 S. BROAD STREET**  
**MONROE, GA 30655**

Seal:

No.	Date	Issue Notes

Design Firm:



297 PRINCE AVE. SUITE 288  
ATHENS, GEORGIA  
O: 706.850.1330

**EXISTING EXTERIOR ELEVATIONS**

Date: 03.06.2024 Project Number: 2022-31  
 CAD File Name: D-2.0 EXISTING EXTERIOR ELEVATIONS.DWG  
 Drawing Number:

**D-2.0**

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**208 S. BROAD STREET**  
**MONROE, GA 30655**

Seal:

No.	Date	Issue Notes

Logo for E-E ARCHITECTURE with address: 297 PRINCE AVE, SUITE 288, ATHENS, GEORGIA, © 706.850.1330

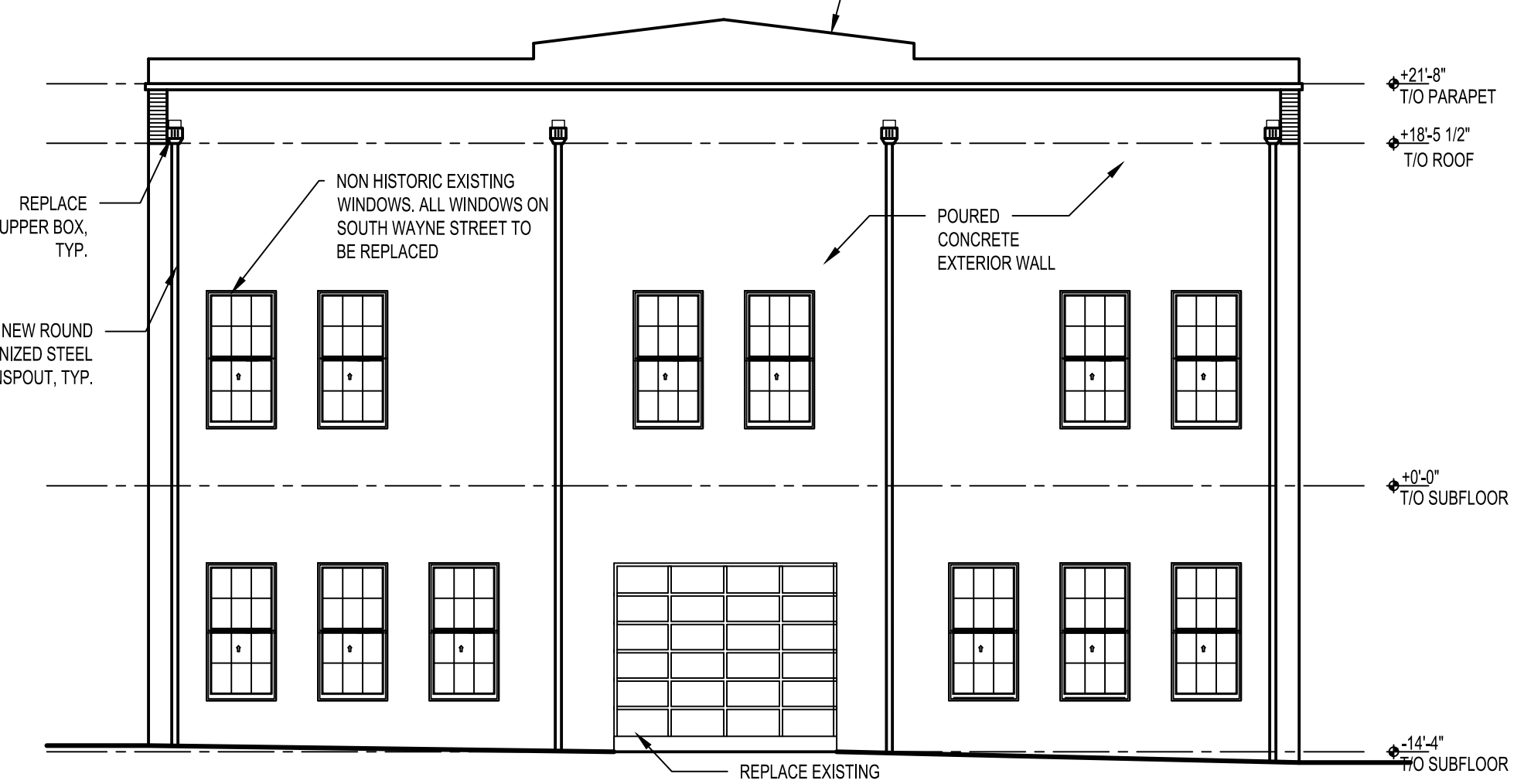
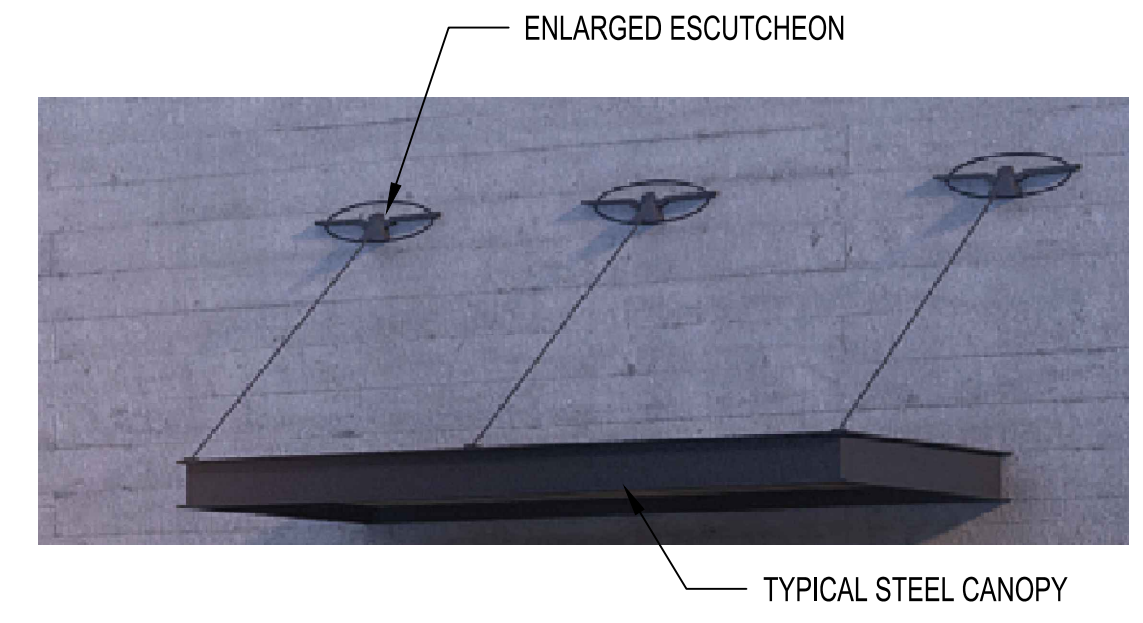
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CAO File Name	A-2-0 EXTERIOR ELEVATIONS.DWG		
Drawing Number	A-2.0		

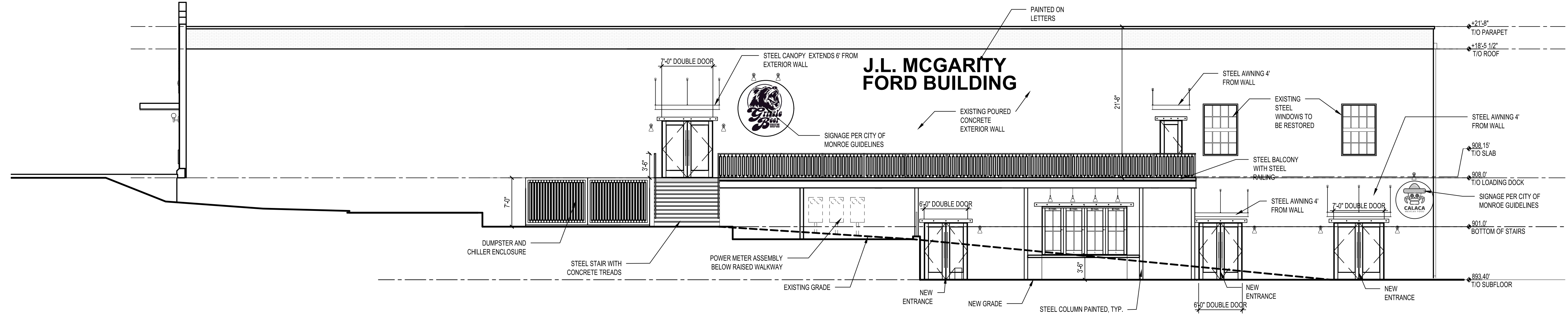
**REVISED PLAN**



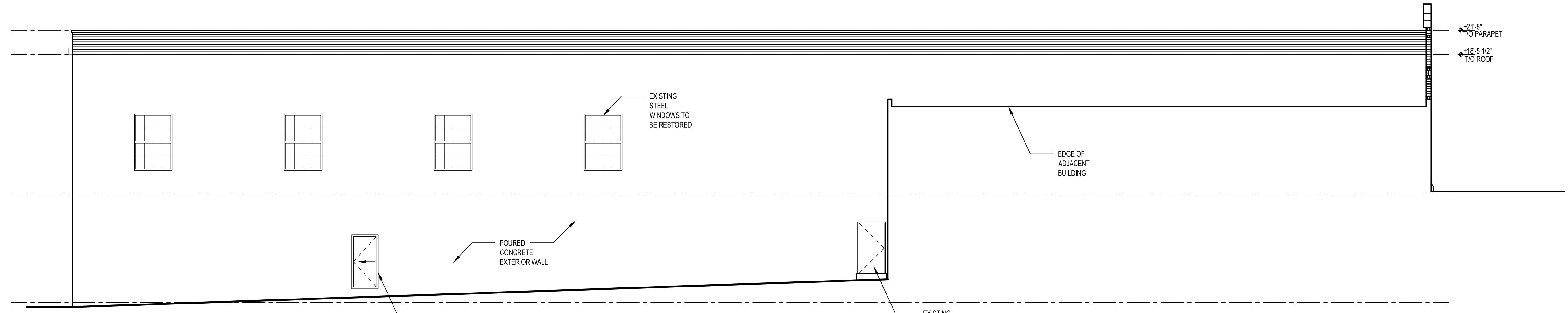
1 BROAD STREET ELEVATION  
1/8"=1'-0"



4 SOUTH WAYNE STREET ELEVATION  
1/8"=1'-0"



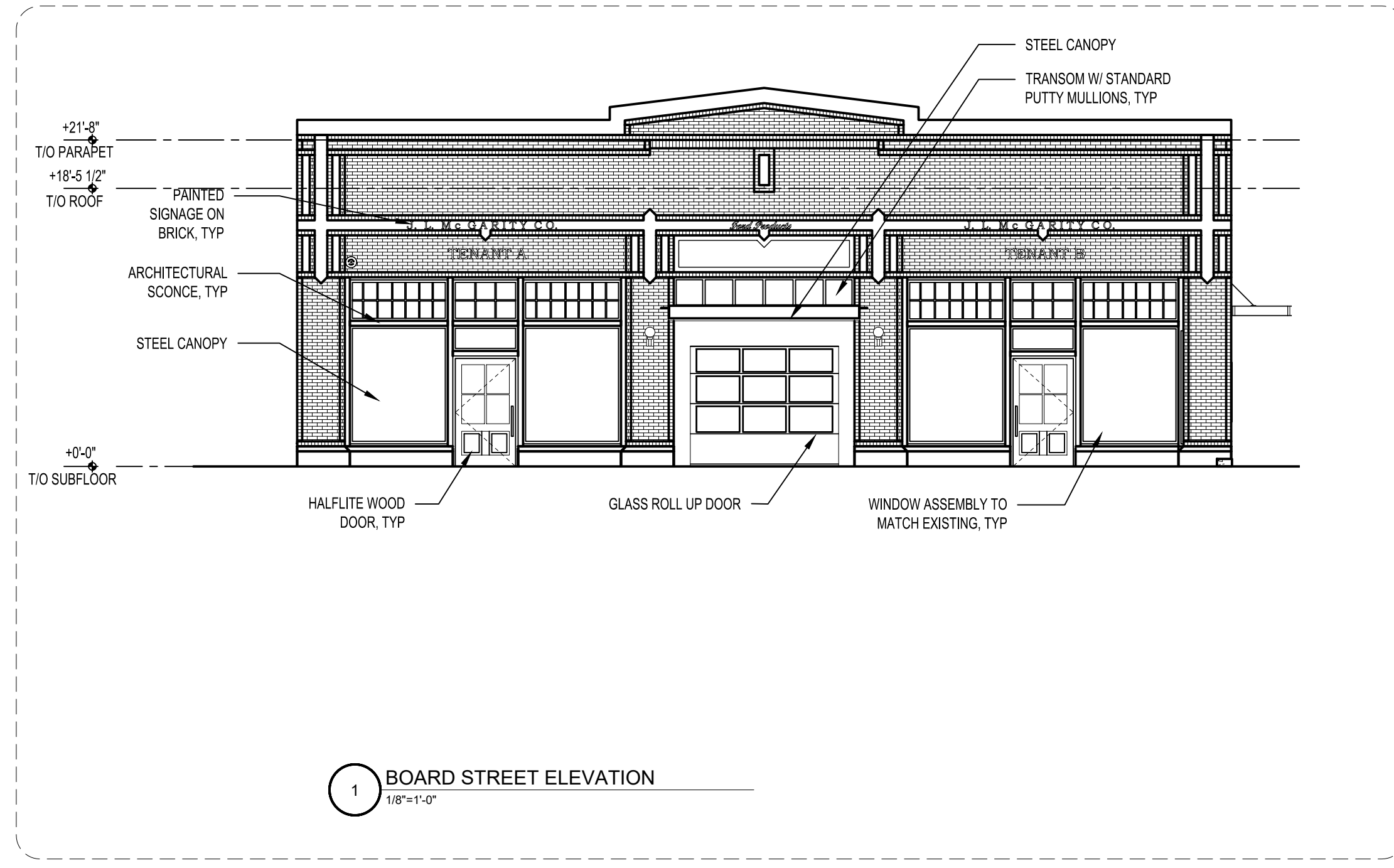
2 SIDE ELEVATION - WEST WASHINGTON ST  
1/8"=1'-0"



3 SIDE ELEVATION  
1/8"=1'-0"

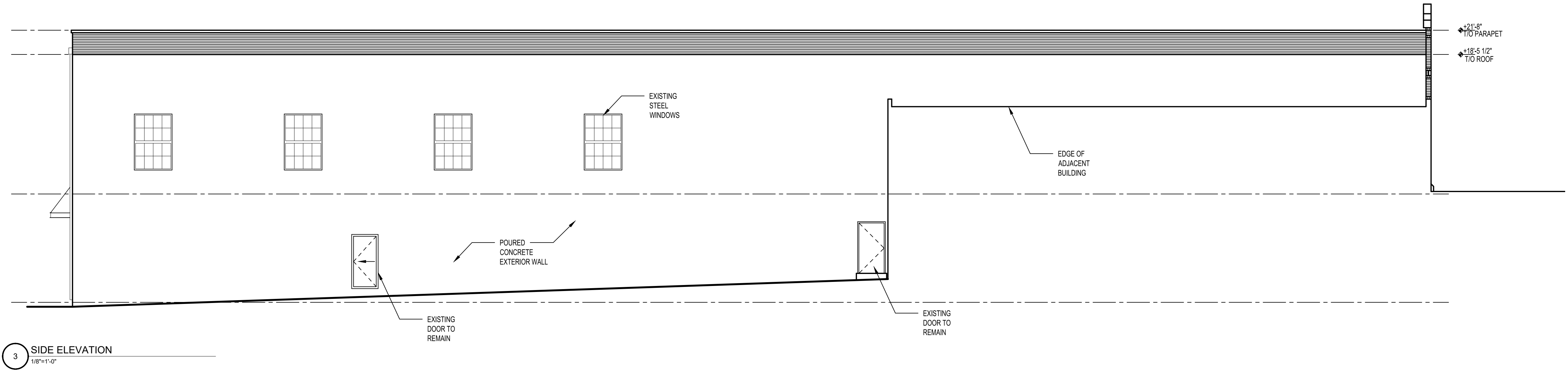
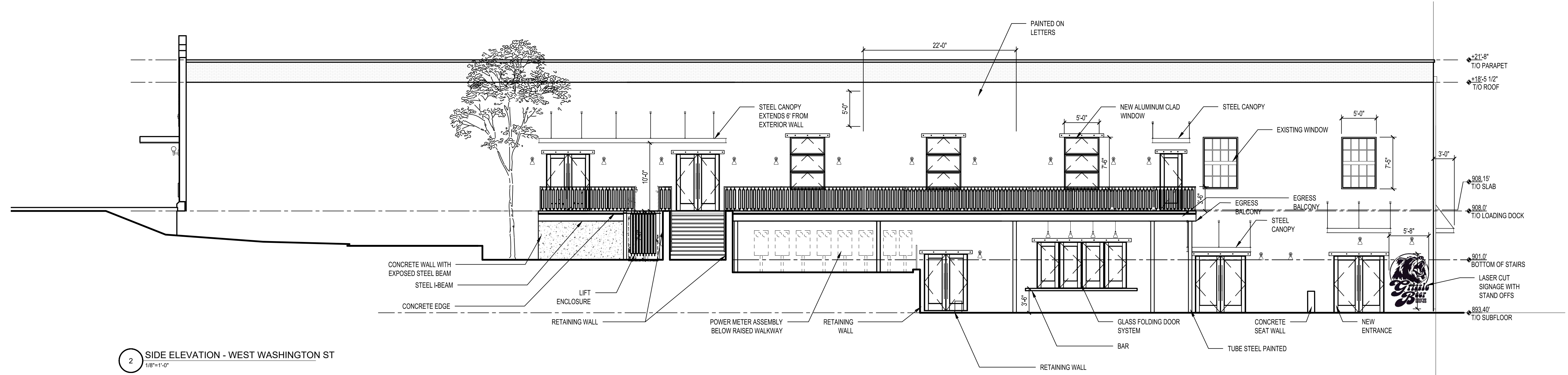
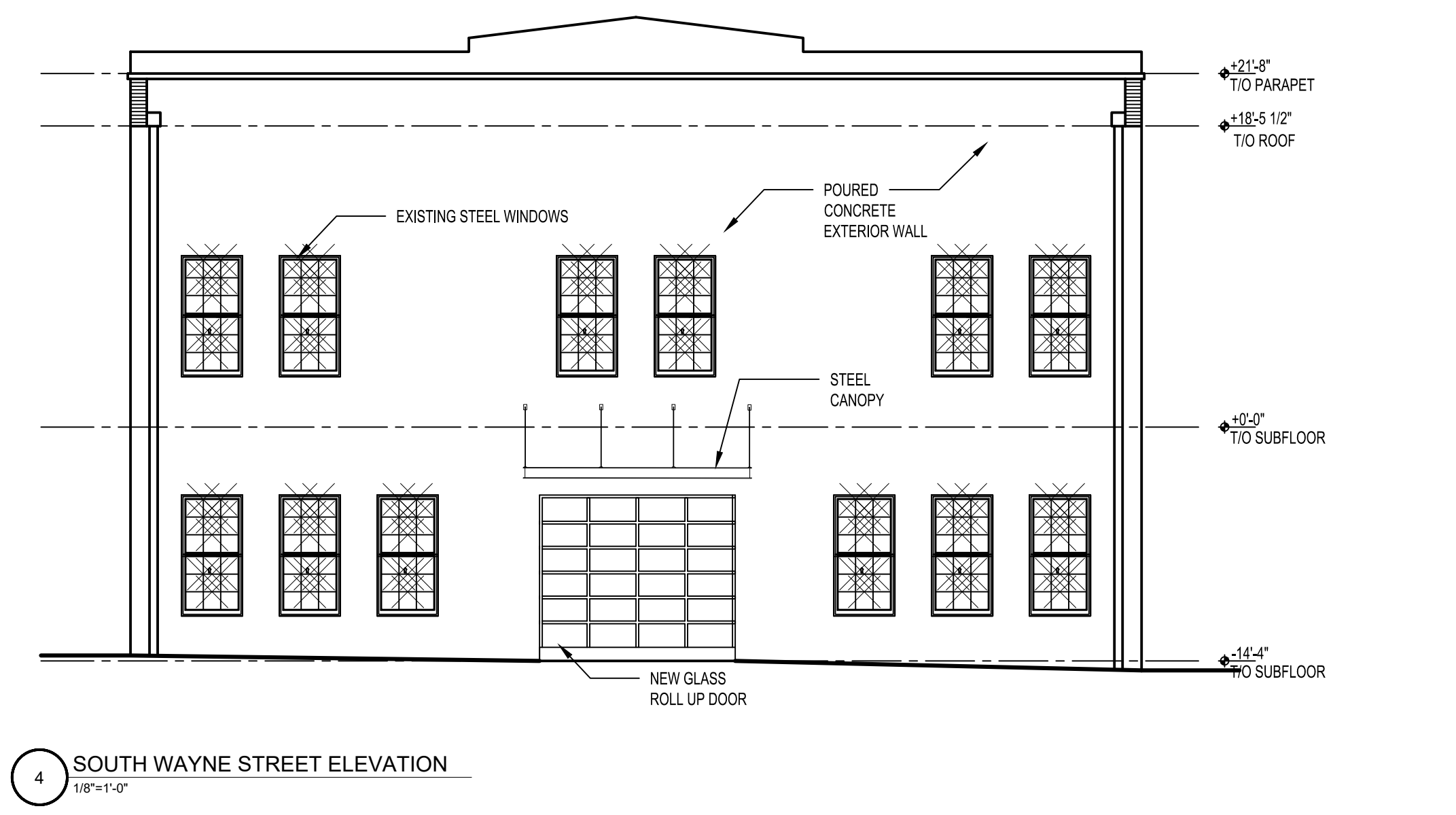
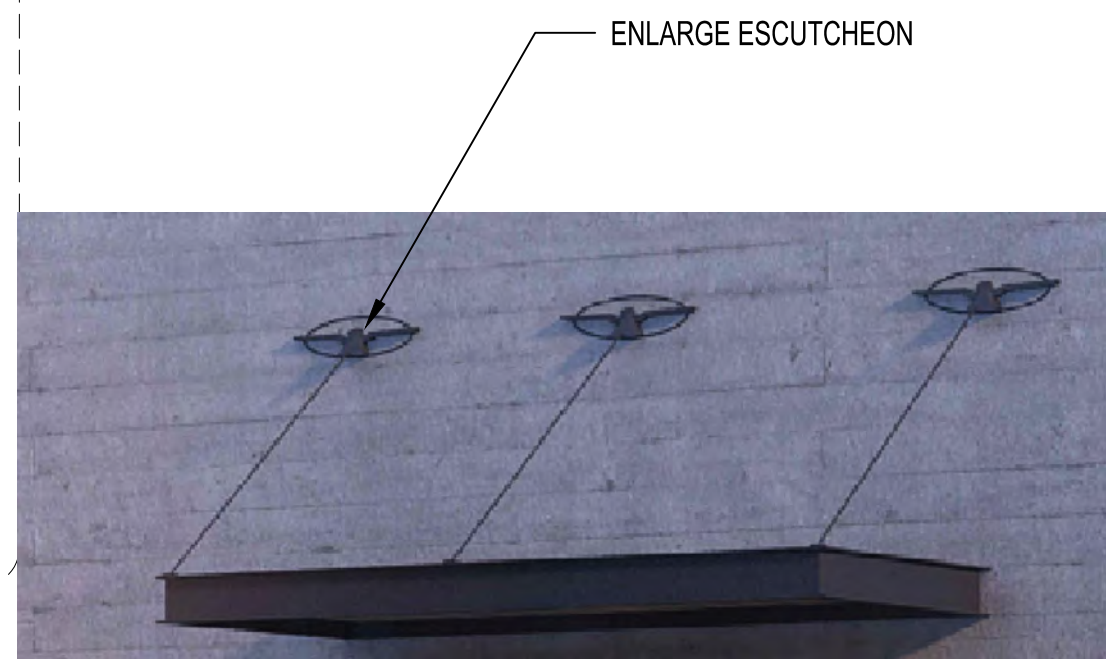
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CONSULTING ENGINEERS:



PREVIOUS PLAN

PREVIOUSLY APPROVED OCTOBER 2022



FORD BUILDING  
208 S. BROAD STREET  
MONROE, GA 30655

Seal:

No.	Date	Issue Notes

Logo for E-E ARCHITECTURE, featuring a stylized 'E' with a cross inside. Below the logo is the text: 'E-E ARCHITECTURE', '297 PRINCE AVE. SUITE 288', 'ATHENS, GEORGIA', 'O: 706.850.1330'.

EXTERIOR ELEVATIONS

Date: 06.07.2023 Project Number: 2022-31  
CAD File Name: A-2.0 EXTERIOR ELEVATIONS.DWG  
Drawing Number: A-2.0



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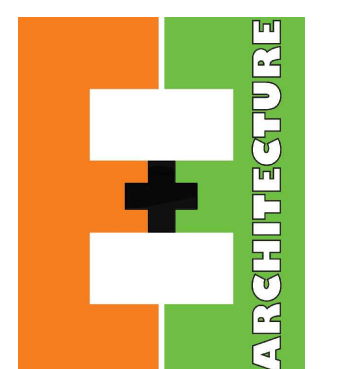
CONSULTING ENGINEERS:

**FORD BUILDING**  
**208 S. BROAD STREET**  
**MONROE, GA 30655**

Seal:

No.	Date	Issue Notes

Design Firm:



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 ATHENS, GEORGIA  
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Drawing Title:

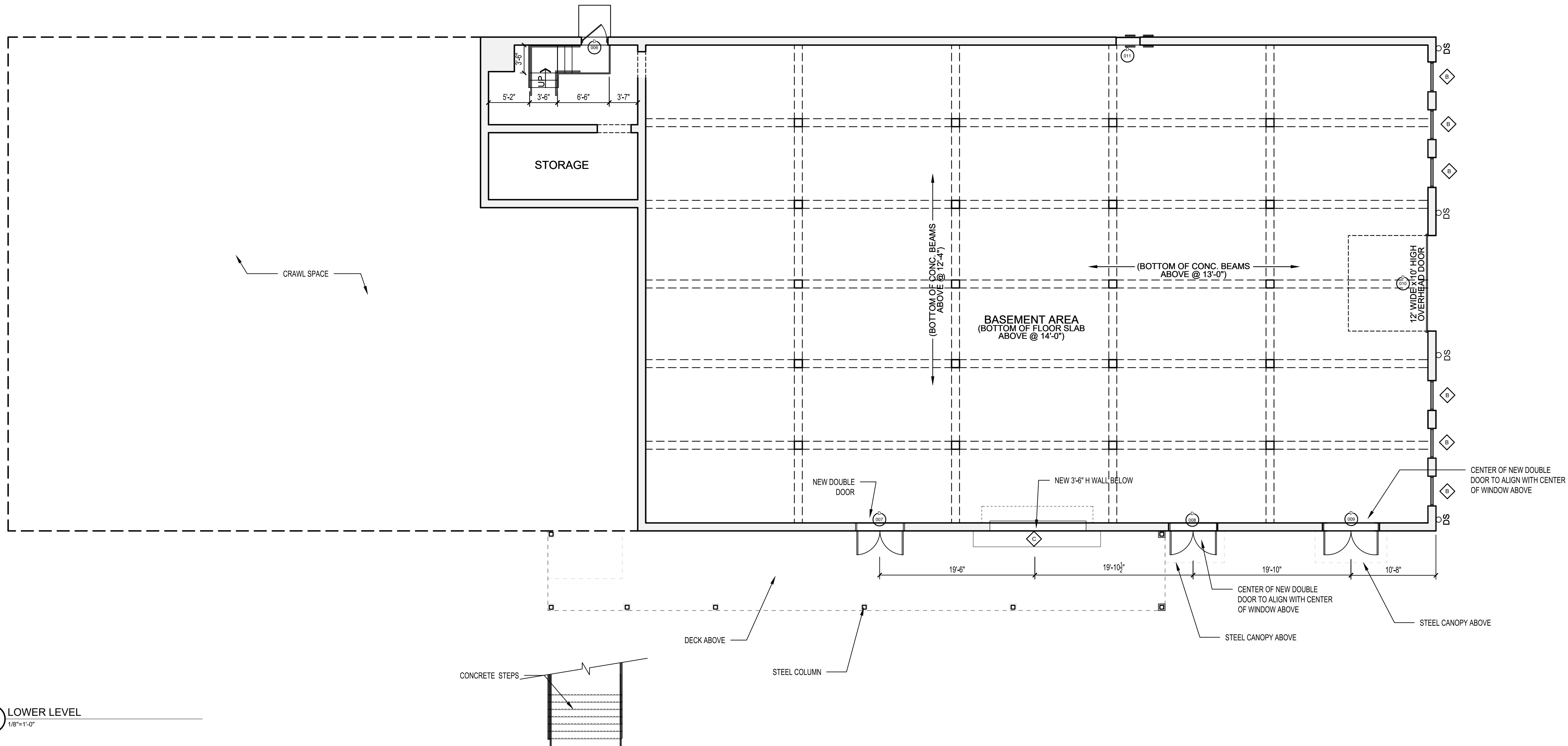
**LOWER LEVEL FLOOR PLAN**

Date: 03.06.2024 Project Number: 2022-31

CAO File Name: A-1.0 FLOOR PLAN.DWG

Drawing Number

**A-1.0**



1 LOWER LEVEL  
 1/8"=1'-0"

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CONSULTING ENGINEERS:

**FORD BUILDING**  
**208 S. BROAD STREET**  
**MONROE, GA 30655**

Seal:

No.	Date	Issue Notes

Design Firm



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 ATHENS, GEORGIA  
 O: 706.850.1330

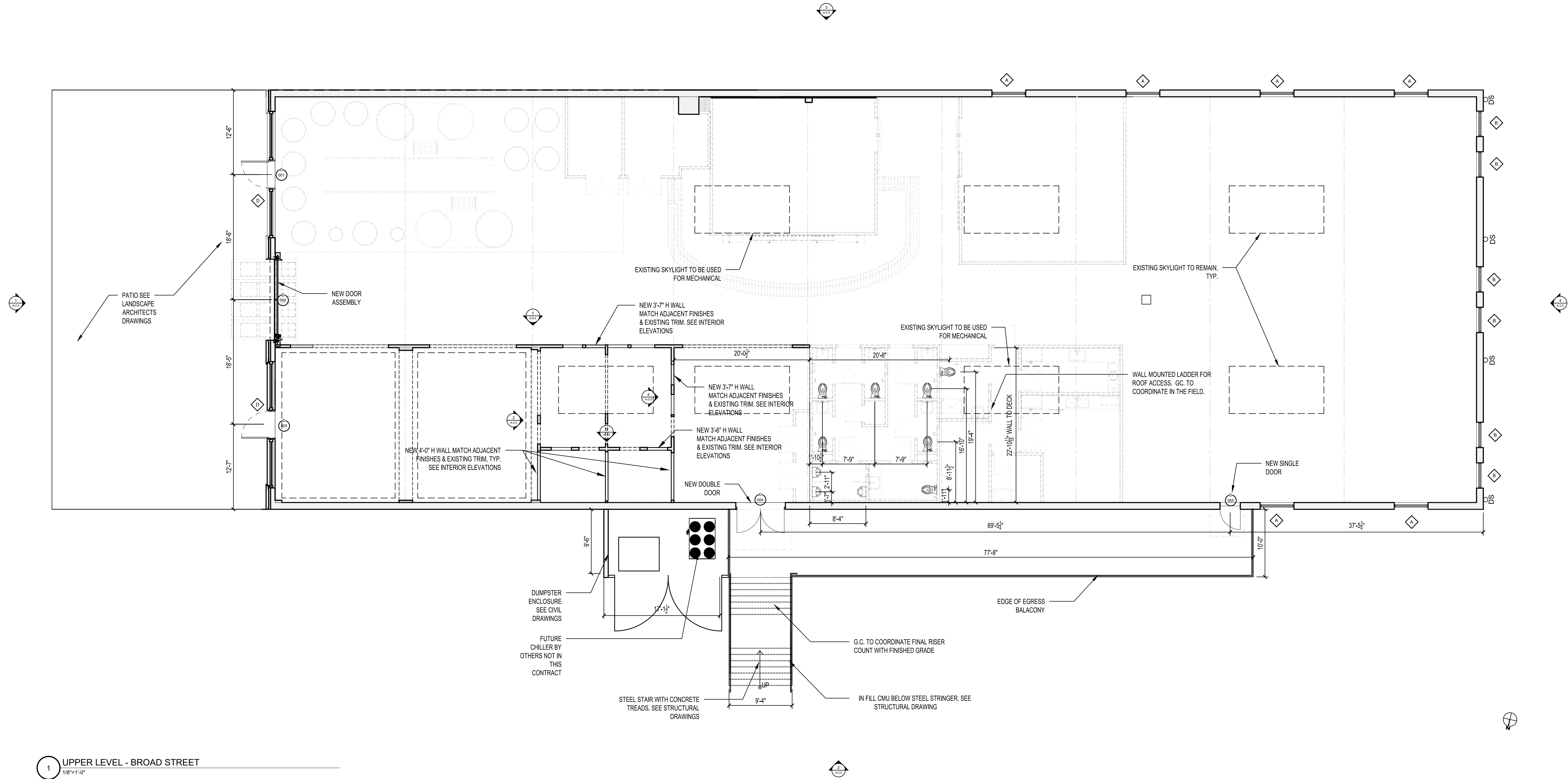
Drawing Title

**MAIN LEVEL FLOOR PLAN**

Date	Project Number
03.06.2024	2022-31

CAO File Name: A-1000 APARTMENT FLOOR PLANS OFF A.DWG  
 Drawing Number

**A-1.1**



1 UPPER LEVEL - BROAD STREET  
 1/8"=1'-0"



# City of Monroe

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

## HISTORIC PRESERVATION MTG PERMIT

PERMIT #:	3196	DESCRIPTION:	HISTORIC PRESERVATION
JOB ADDRESS:	244 BOULEVARD	LOT #:	
PARCEL ID:	M0180133	BLK #:	
SUBDIVISION:		ZONING:	R-1
ISSUED TO:	HANNAH SMITH	CONTRACTOR:	HANNAH SMITH
ADDRESS:	244 BOULEVARD	PHONE:	
CITY, STATE ZIP:	MONROE GA 30655	OWNER:	
PHONE:		PHONE:	
PROP.USE:	RESIDENTIAL	DATE ISSUED:	5/21/2024
VALUATION:	\$ 0.00	EXPIRATION:	11/17/2024
SQ FT:	0.00		
OCCP TYPE:			
CNST TYPE:			
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov		

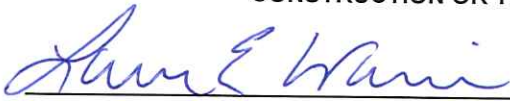
FEE CODE	DESCRIPTION	AMOUNT
COA-03	Historic Preservation Regular Meeting	\$ 100.00
<b>FEE TOTAL</b>		\$ 100.00
<b>PAYMENTS</b>		\$ -100.00
<b>BALANCE</b>		\$ 0.00

NOTES:

The Historic Preservation Commission will hear your request for fencing at 244 Boulevard on May 28, 2024 at 6p.m. in the Council Chambers at City Hall; 215 N. Broad St. Monroe, GA 30655

**NOTICE**  
THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

  
\_\_\_\_\_  
(APPROVED BY)

5/21/24  
DATE



### Certificate of Appropriateness Application—Historic District

Please fill out each section completely and provide all necessary documentation. Incomplete applications will not be accepted.

Under the Zoning Ordinance for the City of Monroe, properties located within a Historic District are required to obtain a Certificate of Appropriateness (COA) from the Historic Preservation Commission for proposed work that will result in material change in the appearance of the historic property, or of a structure, site, or work of art within a historic district.

Project Address: 244 Boulevard Parcel # MO180133

Project Type (circle): New Construction, Renovation of Existing Structure, Signage, Demolition

Property Owner: Hannah Smith

Address: 244 Boulevard, Monroe LA 70655

Telephone Number: 770 862 4636 Email Address: hannahscifi@gmail.com

Applicant: <u>Hannah Smith</u>	
Address: <u>244 Boulevard, Monroe GA 30655</u>	
Telephone Number: <u>770 862 4636</u>	Email Address: <u>hannahscifi@gmail.com</u>

Estimated cost of project: \$ 2,600.00

Please submit the following items with your application:

- Photographs of existing condition of the property to show all areas affected
- Map of the property showing existing buildings, roads, and walkways
- Map of the property showing the location and design of the proposed work
- Façade elevations which illustrate how the finished design will look in relation to the existing structure including rooflines if applicable
- Architectural floorplans (new construction only)
- Written description of the project including proposed materials
- Owner authorization statement, if applicant is not the property owner
- Application Fee \$100 (Additional fees required for demolition)

RECEIVED  
#3196

Please submit all application materials in hardcopy to the Code Department and digitally at [lwilson@monroega.gov](mailto:lwilson@monroega.gov)

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_





DEPARTAMENTO  
Cemento en Bolsas y Más  
Partes para el mantenimiento de  
maquinaria y herramientas  
12.5  
42" x 60"  
1.00 m de x 1.52 m

12.5

24"

35"

57"

169"

169"

169"

1806 653 907  
**EVERBLIT**  
**CHAIN LINK FABRIC**  
**TELA METALICA**  
PERFECT FOR  
SAFETY SECURITY  
VISIBILITY & VENT  
Cada producto por su uso,  
propiedades, cantidad y precio  
48 in x 50 ft  
2-3/8" MESH  
1.21 m de x 15.24 m  
MALLA 8 cm  
GALVANIZED  
Zincado

# 6 ft. H x 8 ft. W Pressure-Treated Pine Dog-Ear Fence Panel

★★★★☆ (994) ✓







# City of Monroe

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

## HISTORIC PRESERVATION MTG PERMIT

PERMIT #:	3197	DESCRIPTION:	HISTORIC PRESERVATION
JOB ADDRESS:	716 E CHURCH ST	LOT #:	
PARCEL ID:	M0170132	BLK #:	
SUBDIVISION:		ZONING:	R-1
ISSUED TO:	SCOTT COCHRAN	CONTRACTOR:	SCOTT COCHRAN
ADDRESS:	716 E CHURCH ST	PHONE:	
CITY, STATE ZIP:	MONROE GA 30655	OWNER:	
PHONE:		PHONE:	
PROP. USE:	RESIDENTIAL	DATE ISSUED:	5/21/2024
VALUATION:	\$ 20,000.00	EXPIRATION:	11/17/2024
SQ FT:	0.00		
OCCP TYPE:			
CNST TYPE:			
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov		

FEE CODE	DESCRIPTION	AMOUNT
COA-03	Historic Preservation Regular Meeting	\$ 100.00
<b>FEE TOTAL</b>		\$ 100.00
<b>PAYMENTS</b>		\$ -100.00
<b>BALANCE</b>		\$ 0.00

### NOTES:

The Historic Preservation Commission will hear your request for storage building / garage on May 28, 2024 at 6p.m. in the Council Chambers at City Hall; 215 N. Broad St. Monroe, GA 30655

### NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 6 MONTHS AT ANY TIME AFTER WORK IS STARTED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS DOCUMENT AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

  
\_\_\_\_\_  
(APPROVED BY)

5/21/24  
DATE



Certificate of Appropriateness Application—Historic District

Please fill out each section completely and provide all necessary documentation. Incomplete applications will not be accepted.

Under the Zoning Ordinance for the City of Monroe, properties located within a Historic District are required to obtain a Certificate of Appropriateness (COA) from the Historic Preservation Commission for proposed work that will result in material change in the appearance of the historic property, or of a structure, site, or work of art within a historic district.

Project Address: 716 E Church St Parcel # \_\_\_\_\_

Project Type (circle) New Construction Renovation of Existing Structure, Signage, Demolition

Property Owner: Scott Cochran

Address: 716 E Church St

Telephone Number: 765-620-9738 Email Address: scott\_cochran@hotmail.com

Applicant: <u>Scott Cochran</u>
Address: <u>716 E Church St</u>
Telephone Number: <u>765-620-9738</u> Email Address: <u>scott_cochran@hotmail.com</u>

Estimated cost of project: \$20,000.00

Please submit the following items with your application:

- Photographs of existing condition of the property to show all areas affected
- Map of the property showing existing buildings, roads, and walkways
- Map of the property showing the location and design of the proposed work
- Façade elevations which illustrate how the finished design will look in relation to the existing structure including rooflines if applicable
- Architectural floorplans (new construction only)
- Written description of the project including proposed materials
- NA  Owner authorization statement, if applicant is not the property owner
- Application Fee \$100 (Additional fees required for demolition)

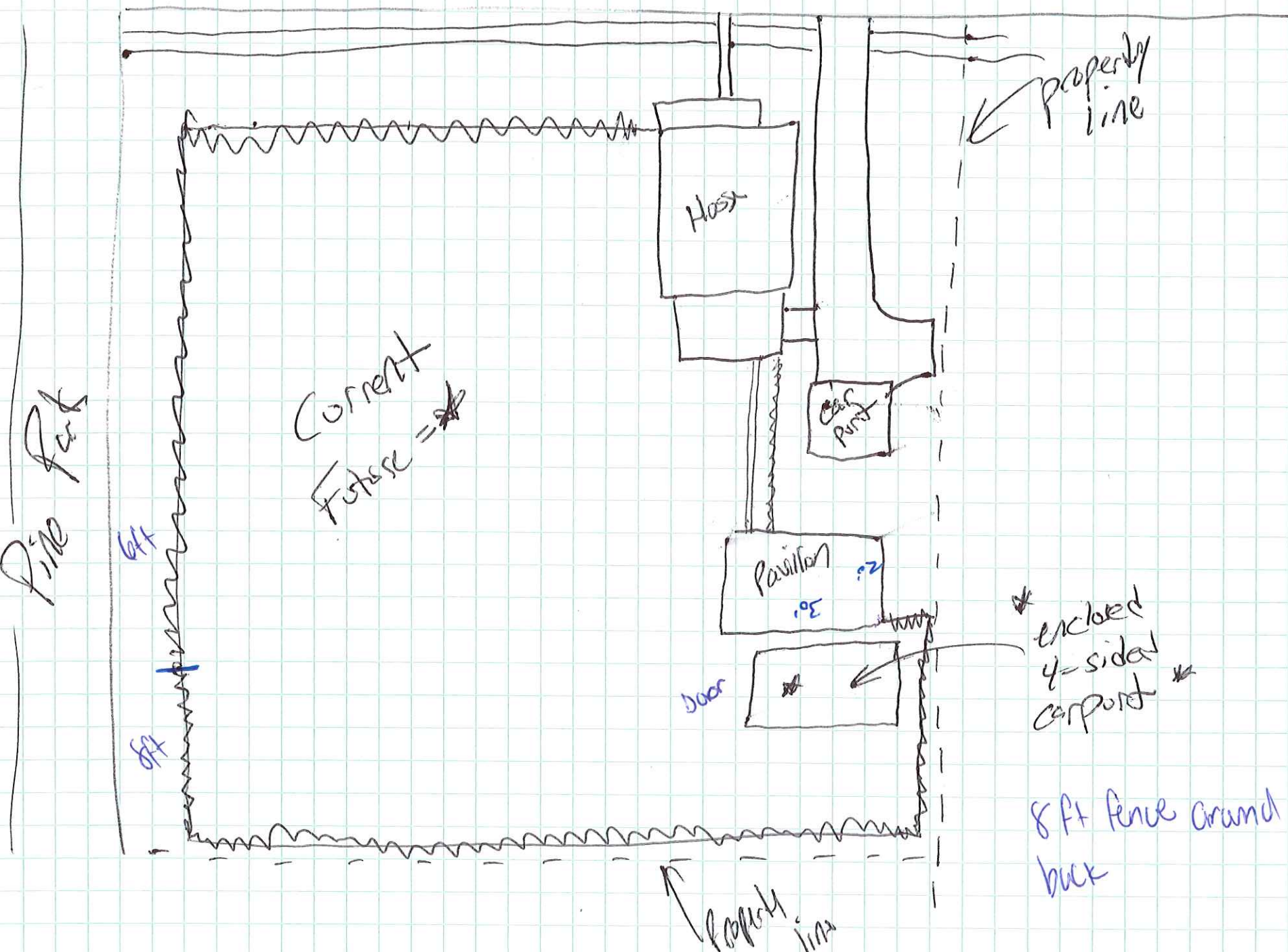
RECEIVED  
# 3197

Please submit all application materials in hardcopy to the Code Department and digitally at [lwilson@monroega.gov](mailto:lwilson@monroega.gov)

[Handwritten Signature]  
Signature of Applicant

4/3/24  
Date

# E Church St







# City of Monroe

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

## HISTORIC PRESERVATION MTG PERMIT

PERMIT #:	3198	DESCRIPTION:	HISTORIC PRESERVATION
JOB ADDRESS:	314 S WAYNE ST	LOT #:	
PARCEL ID:	M0160053	BLK #:	
SUBDIVISION:		ZONING:	R-1
ISSUED TO:	BRITTANY HOLCOMBE	CONTRACTOR:	BRITTANY HOLCOMBE
ADDRESS:	314 S. WAYNE ST.	PHONE:	
CITY, STATE ZIP:	MONROE GA 30655	OWNER:	
PHONE:	404-697-7100	PHONE:	
PROP.USE:	COMMERCIAL	DATE ISSUED:	5/21/2024
VALUATION:	\$ 0.00	EXPIRATION:	11/17/2024
SQ FT:	0.00		
OCCP TYPE:			
CNST TYPE:			
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov		

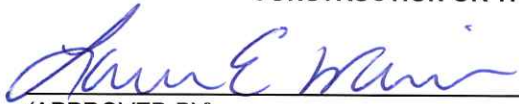
FEE CODE	DESCRIPTION	AMOUNT
COA-03	Historic Preservation Regular Meeting	\$ 100.00
<b>FEE TOTAL</b>		\$ 100.00
<b>PAYMENTS</b>		\$ -100.00
<b>BALANCE</b>		\$ 0.00

NOTES:

The Historic Preservation Commission will hear your request for signage at 314 S. Wayne St. on May 28, 2024 at 6p.m. in the Council Chambers at City Hall; 215 N. Broad St. Monroe, GA 30655

NOTICE  
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\_\_\_\_\_  
(APPROVED BY)

5/21/24  
DATE



### Certificate of Appropriateness Application—Historic District

Please fill out each section completely and provide all necessary documentation. Incomplete applications will not be accepted.

Under the Zoning Ordinance for the City of Monroe, properties located within a Historic District are required to obtain a Certificate of Appropriateness (COA) from the Historic Preservation Commission for proposed work that will result in material change in the appearance of the historic property, or of a structure, site, or work of art within a historic district.

Project Address: 314 S. Wayne St. Monroe GA 30655 Parcel # \_\_\_\_\_

Project Type (circle): New Construction, Renovation of Existing Structure, Signage, Demolition

Property Owner: Brittany Holcombe

Address: 314 S. Wayne St. Monroe GA 30655

Telephone Number: 404 697 7100 Email Address: brittany@solacerealtyga.com

Applicant: <u>Brittany Holcombe</u>
Address: <u>314 S. Wayne St. Monroe GA 30655</u>
Telephone Number: <u>404 697 7100</u> Email Address: <u>brittany@solacerealtyga.com</u>

Estimated cost of project: \_\_\_\_\_

Please submit the following items with your application:

- \_\_\_\_ Photographs of existing condition of the property to show all areas affected
- \_\_\_\_ Map of the property showing existing buildings, roads, and walkways
- \_\_\_\_ Map of the property showing the location and design of the proposed work
- \_\_\_\_ Façade elevations which illustrate how the finished design will look in relation to the existing structure including rooflines if applicable
- \_\_\_\_ Architectural floorplans (new construction only)
- \_\_\_\_ Written description of the project including proposed materials
- \_\_\_\_ Owner authorization statement, if applicant is not the property owner
- \_\_\_\_ Application Fee \$100 (Additional fees required for demolition)

RECEIVED  
#3198

Please submit all application materials in hardcopy to the Code Department and digitally at [lwilson@monroega.gov](mailto:lwilson@monroega.gov)

Brittany Holcombe  
Signature of Applicant

4/25/24  
Date

# CITY OF MONROE CODE OFFICE SIGN PERMIT APPLICATION

215 North Broad Street/P.O. Box 725  
Monroe, Georgia 30655

PHONE: (770) 207-4674 email: lwilson@monroega.gov

Property Address: 314 S. Wayne St. Monroe Ga 30655

Owner Name: Brittany Holcombe

Owner Address: 600 # D Atha Rd. Monroe Ga 30655 Telephone # 404 697-7100

Business Name: The Coffee Shop @ The Green House

Contractors Name: Alcevy Signs

Current Address: 314 S. Wayne St #

City: Monroe State: Ga Zip: 30655

Phone # 404 697 7100 cell # same

Email address brittany@solace.realtyga.com

Attach Business License  Permit type: (Commercial  or Residential )

Sq. Ft. \_\_\_\_\_ Dimensions \_\_\_\_\_ Height 8'

Monument/Ground  Billboard  Projected  Wall  Awning  Banner  Other

Lighted  Electronic  Aggregate area \_\_\_\_\_ Building Width \_\_\_\_\_

Site Plan must be included  Distance of Sign from other signs \_\_\_\_\_

Total acreage of parcel \_\_\_\_\_ Consent of Owner

VALUE OF THE SIGN \$1300

Brittany Holcombe Brittany Holcombe 4/25/2024  
Signature of Applicant Print Name Date

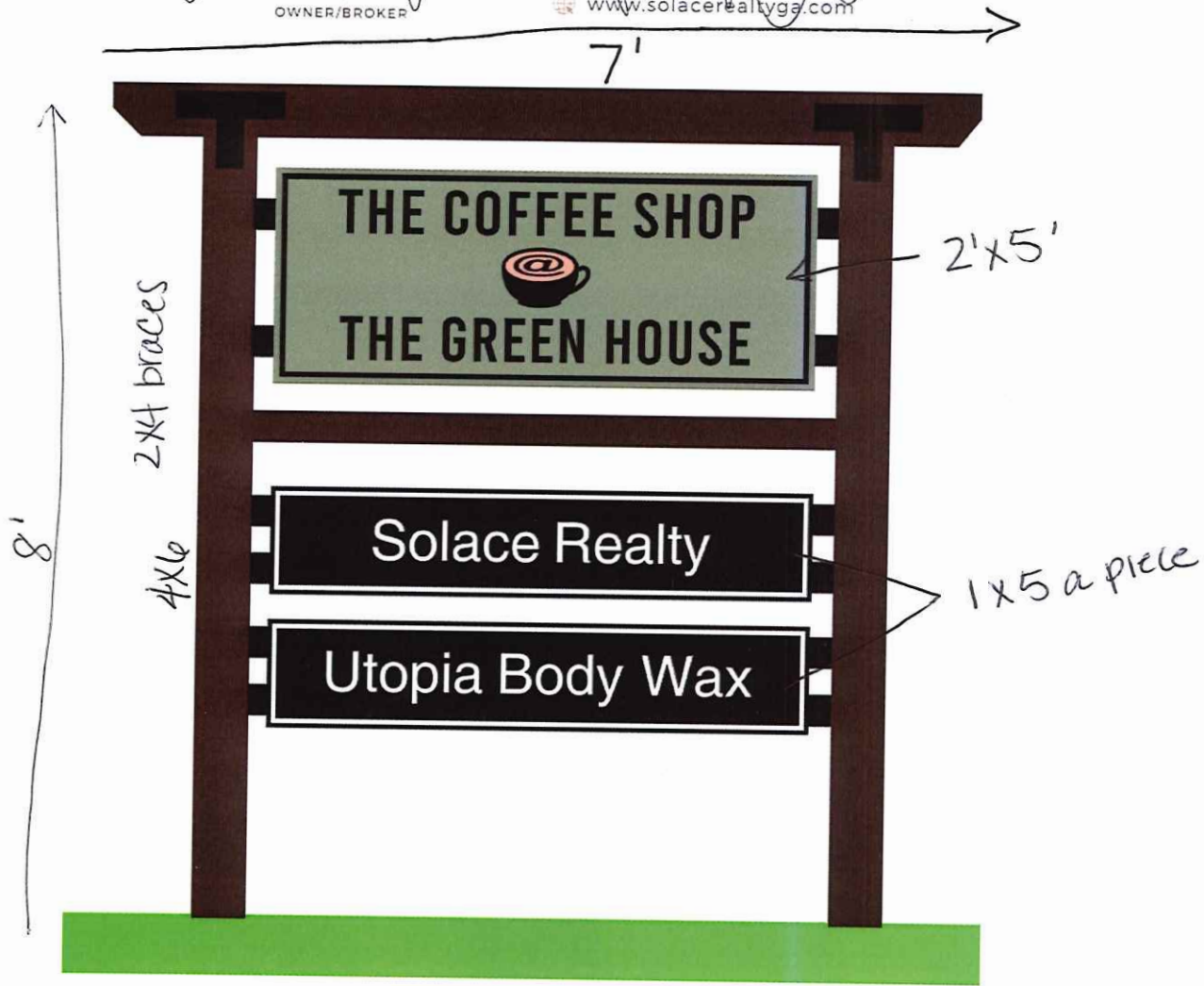
Photo

Done

Mailbox is being removed. Postmaster aware







THE COFFEE SHOP  
THE GREEN HOUSE



Utopia Body Wax

Solace Realty



# City of Monroe

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

## HISTORIC PRESERVATION MTG PERMIT

PERMIT #:	3199	DESCRIPTION:	HISTORIC PRESERVATION
JOB ADDRESS:	116 S BROAD ST	LOT #:	
PARCEL ID:	M0140097	BLK #:	
SUBDIVISION:		ZONING:	B-2
ISSUED TO:	JEC DEVELOPMENT LLC	CONTRACTOR:	JEC DEVELOPMENT LLC
ADDRESS:	127 1/2 N BROAD ST	PHONE:	
CITY, STATE ZIP:	MONROE GA 30655	OWNER:	
PHONE:	770-267-6545	PHONE:	
PROP. USE:	COMMERCIAL	DATE ISSUED:	5/21/2024
VALUATION:	\$ 400,000.00	EXPIRATION:	11/17/2024
SQ FT:	0.00		
OCCP TYPE:			
CNST TYPE:			
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov		

FEE CODE	DESCRIPTION	AMOUNT
COA-03	Historic Preservation Regular Meeting	\$ 100.00
<b>FEE TOTAL</b>		\$ 100.00
<b>PAYMENTS</b>		\$ -100.00
<b>BALANCE</b>		\$ 0.00

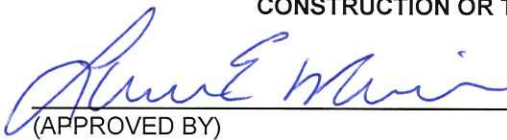
NOTES:

The Historic Preservation Commission will hear your request for façade renovations at 116 S. Broad St. on May 28, 2024 at 6p.m. in the Council Chambers at City Hall; 215 N. Broad St. Monroe, GA 30655

NOTICE

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(APPROVED BY)

5/21/24  
DATE



### Certificate of Appropriateness Application—Historic District

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Project Address: 116 S BROAD ST Monroe GA 30655 Parcel # \_\_\_\_\_

Project Type (circle): New Construction, Renovation of Existing Structure, Signage, Demolition

Property Owner: JEC DEVELOPMENT LLC

Address: 122 N WAYNE ST Monroe GA 30655

Telephone Number: 503 927 6321 Email Address: CHAD@THEEVILIA GROUP.COM

Applicant:	<u>CHAD [Signature]</u>	<u>JEC DEVELOPMENT</u>
Address:	<u>122 N WAYNE ST</u>	
Telephone Number:	<u>503 927 6321</u>	Email Address: <u>CHAD@THEEVILIA GROUP.COM</u>

Estimated cost of project: 400,000

Please submit the following items with your application:

- Photographs of existing condition of the property to show all areas affected
- Map of the property showing existing buildings, roads, and walkways
- Map of the property showing the location and design of the proposed work
- Façade elevations which illustrate how the finished design will look in relation to the existing structure including rooflines if applicable E+E Plans
- Architectural floorplans (new construction only)
- Written description of the project including proposed materials
- NA Owner authorization statement, if applicant is not the property owner
- Application Fee \$100 (Additional fees required for demolition)

RECEIVED #3159

Please submit all application materials in hardcopy to the Code Department and digitally at lwilson@monroega.gov

[Signature]

4-26-24

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Milner Aycock Building  
116 S Broad St  
Monroe, Ga 30655

### Written Description Of Project Scope

JEC Development Intends to develop this project in phases per the agreement at time of purchase from the city of Monroe.

We are asking for full approval by the HPC for all exterior elements of the project per the plans by E+E Architecture.

Phase 1 will be the build out of approximately 3600 sq ft on the Broad St portion of the building. This will entail rehabilitation of the facade, exterior painting (of trim elements and already painted brick only,) rot repair, adding signage etc. This will also likely include creating some exterior egress opening in the building. The majority of the openings are all in the historic locations within the brick walls. We will essentially be reopening brick openings that were closed over the years.

Phase 2,3 will follow soon after all per the plans by E+E architecture as tenant demand allows.

All work will be with historic preservation at the forefront of our decision making. NeW will attempt to return the buildings exterior to as much of its historic roots as possible.

Chad Draper  
JEC Development LLC











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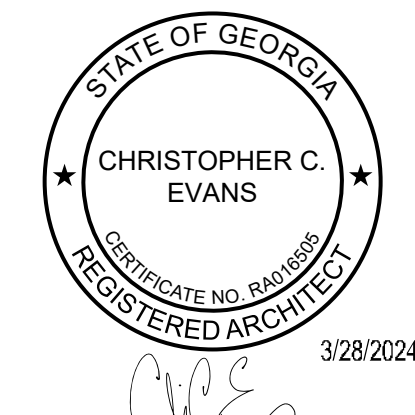
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CONSULTING ENGINEERS:  
MECHANICAL & PLUMBING ENGINEER  
TWO DESIGNS, INC.  
181 Sedgefork Overlook  
Dallas, GA 30157  
(678) 642-7282

ELECTRICAL ENGINEER  
WESTSIDE ENGINEERING  
5525 Interstate North Pkwy, Ste 200  
Atlanta, GA 30328  
(404) 242-6240

# JEC DEVELOPMENT MILLNER-AYCOCK

116 S BROAD STREET  
MONROE GEORGIA 3065

Seal:  
  
3/28/2024

No.	Date	Issue Notes

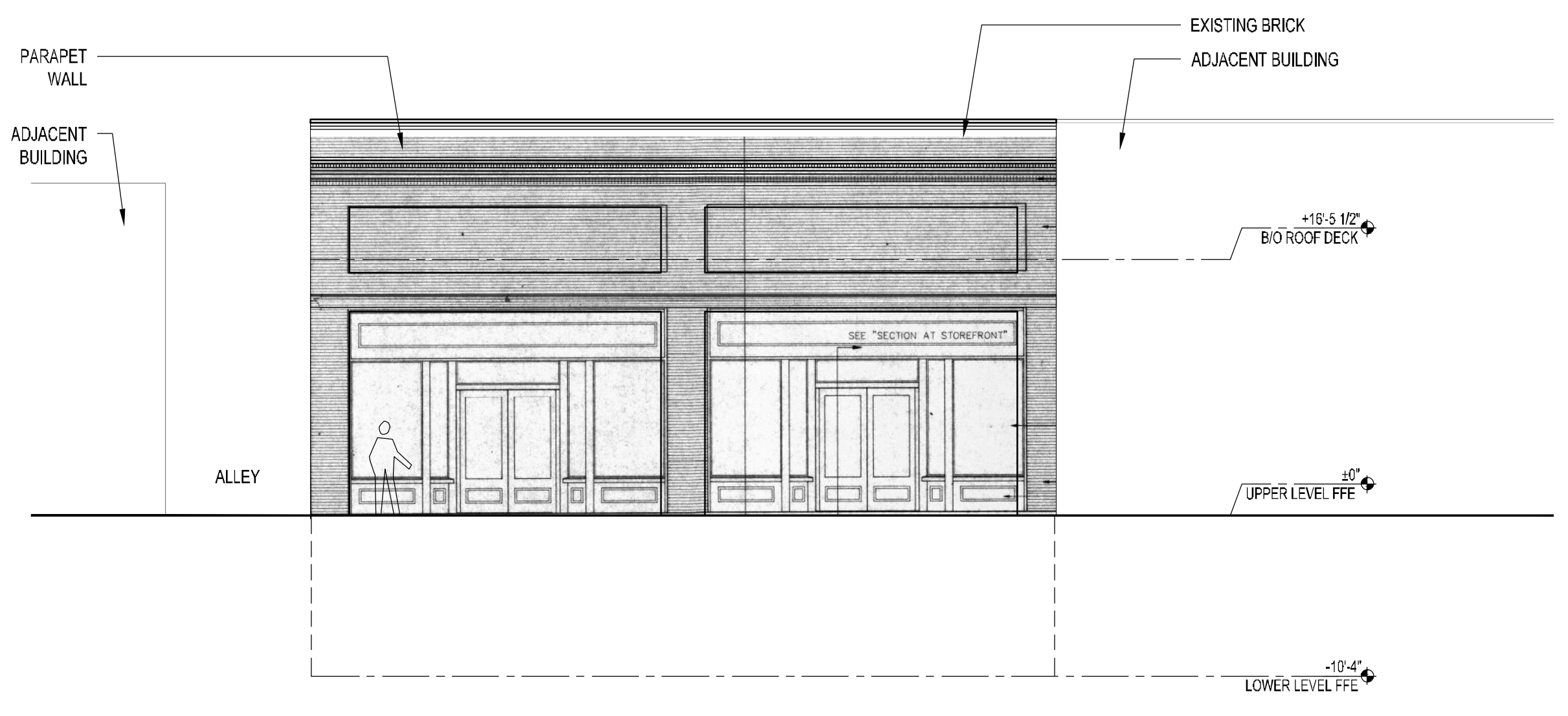


297 PRINCE AVE, SUITE 285  
ATHENS, GEORGIA  
O 706.850.1330

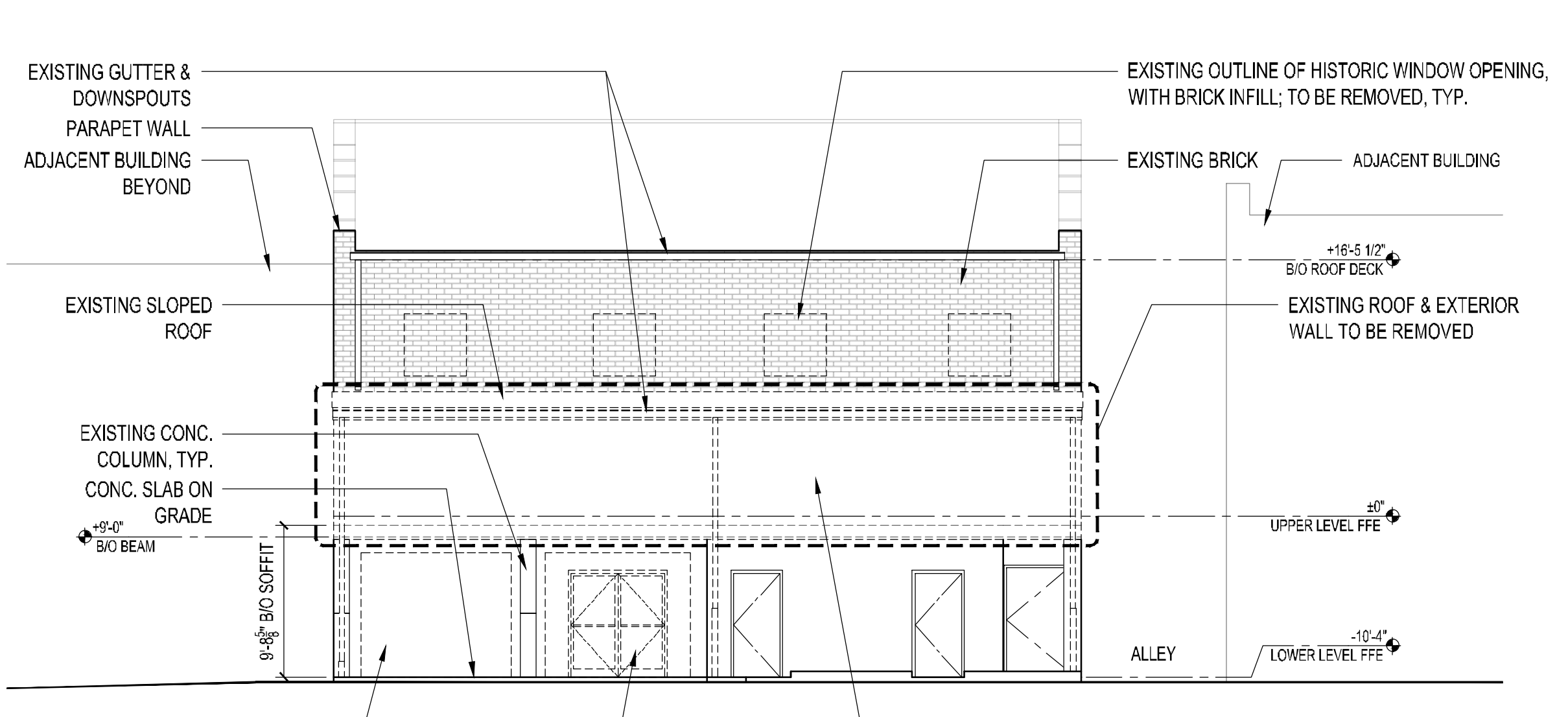
EXISTING EXTERIOR ELEVATIONS

Date: 03.28.2024    Project Number: 2022-27  
CAD File Name: EX-2.0 EXIST ELEV DWG  
Drawing Number: 2022-27

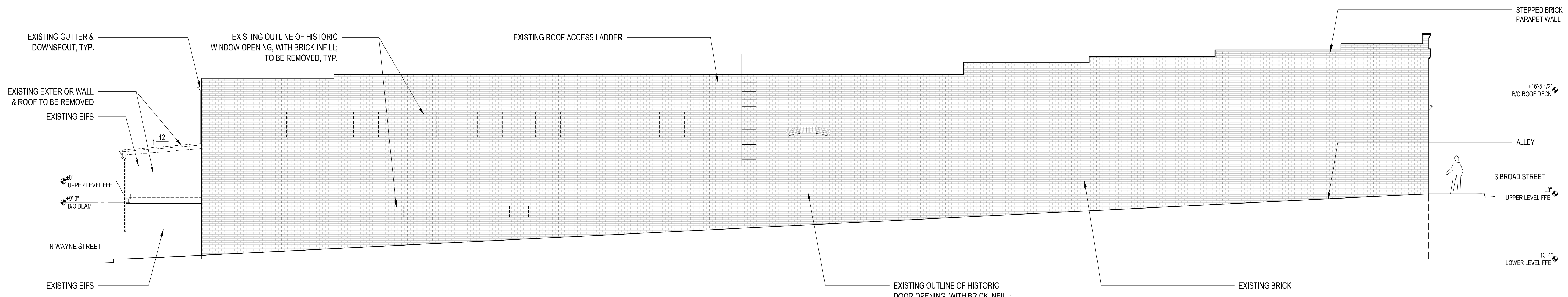
## EX-2.0



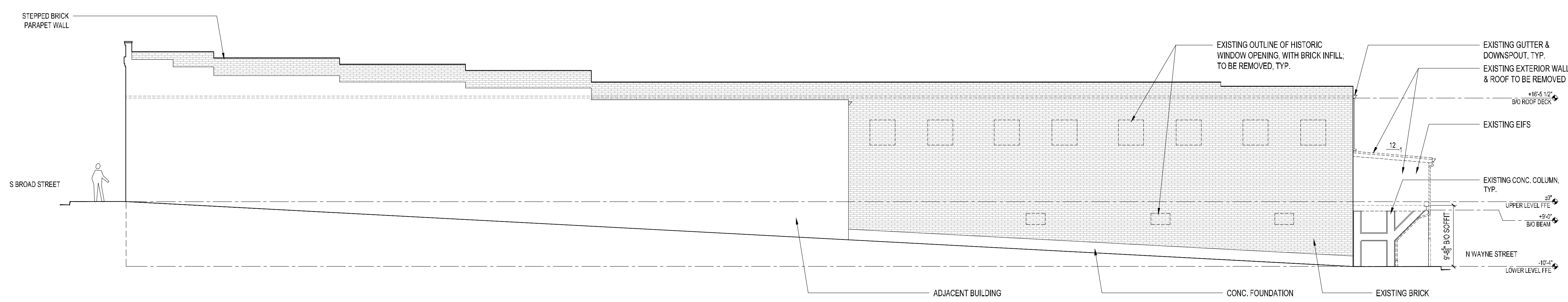
1 FRONT ELEVATION - EAST - S BROAD STREET  
1/8" = 1'-0"



4 REAR ELEVATION - WEST - N WAYNE STREET  
1/8" = 1'-0"



2 SIDE ELEVATION - SOUTH - ALLEY  
1/8" = 1'-0"



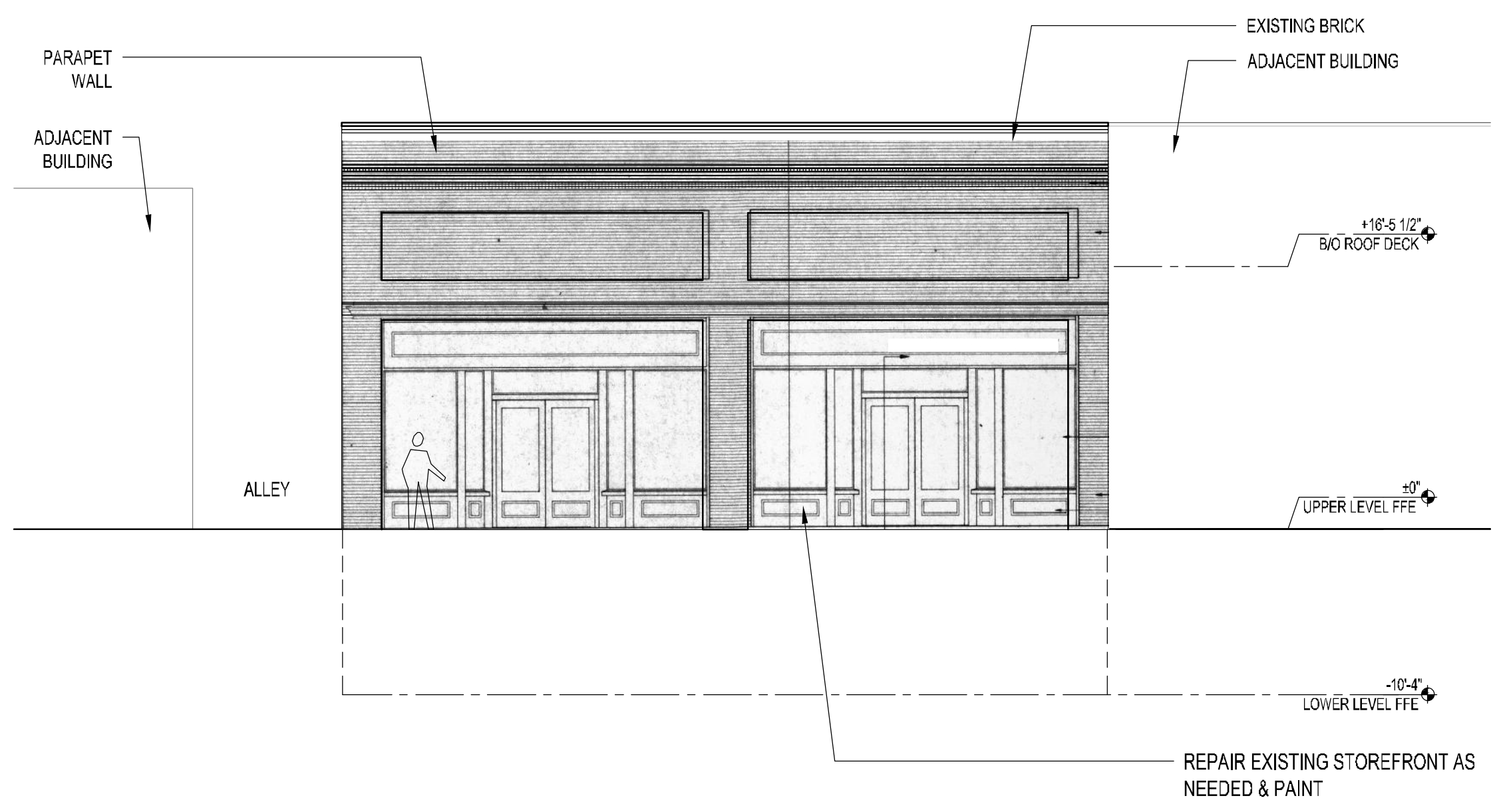
3 SIDE ELEVATION - NORTH  
1/8" = 1'-0"

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ELECTRICAL ENGINEER  
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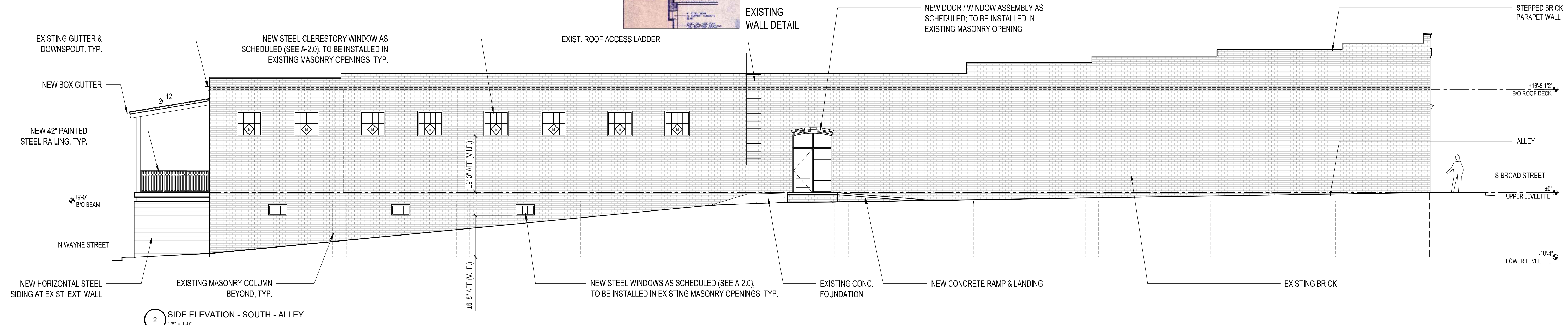
1 FRONT ELEVATION - EAST - S BROAD STREET  
1/8" = 1'-0"



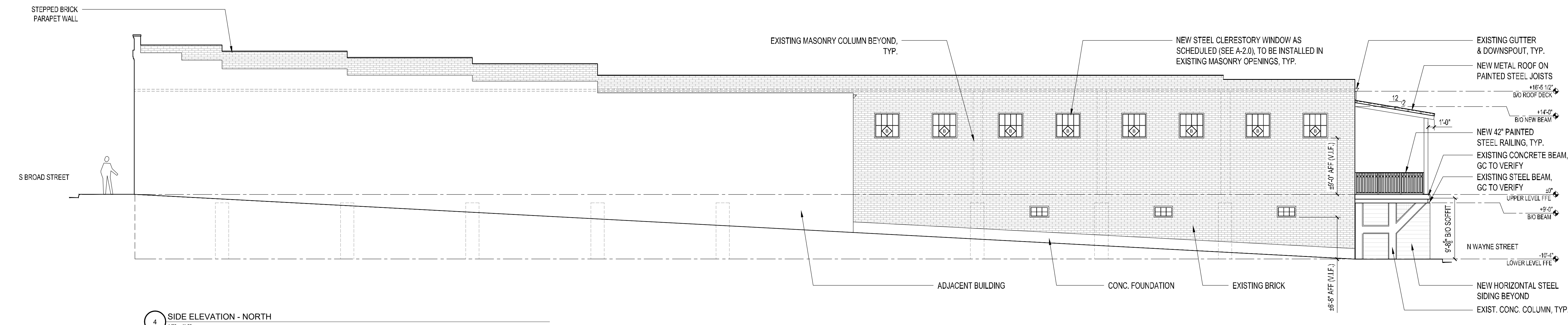
3 REAR ELEVATION - WEST - N WAYNE STREET  
1/8" = 1'-0"



HISTORIC PHOTO - VIEW FROM ALLEY  
N.T.S.

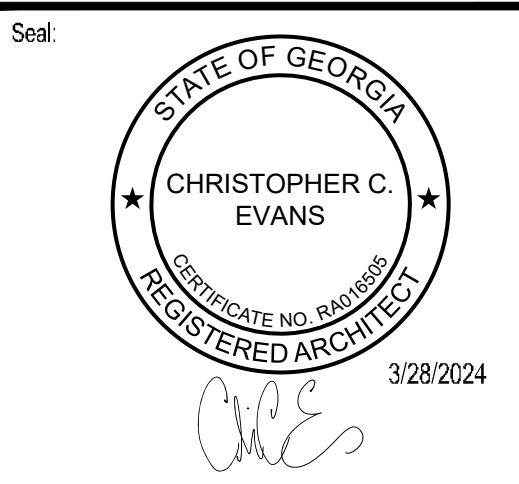


2 SIDE ELEVATION - SOUTH - ALLEY  
1/8" = 1'-0"



4 SIDE ELEVATION - NORTH  
1/8" = 1'-0"

JEC DEVELOPMENT  
MILLNER-AYCOCK  
116 S BROAD STREET  
MONROE GEORGIA 3065



EXTERIOR ELEVATIONS

Date: 03.28.2024  
Drawing Name: A-2.0 EXTERIOR ELEVATIONS.DWG  
Drawing Number: 2022-27

A-2.0