



Planning Commission

AGENDA

Tuesday, August 19, 2025

6:00 PM

City Hall

I. **CALL TO ORDER**

II. **ROLL CALL**

III. **APPROVAL OF AGENDA**

IV. **MINUTES OF PREVIOUS MEETING**

- [1.](#) Previous Minutes - June 17, 2025

V. **REPORT FROM CODE ENFORCEMENT OFFICER**

VI. **OLD BUSINESS**

VII. **NEW BUSINESS**

- [1.](#) Certificate of Appropriateness-CDO #3861 - 250 Hwy 138, Tokyo Commercial

- [2.](#) Conditional Use #3904 - 1108 E. Church St. - Self-Service Laundromat

VIII. **ADJOURNMENT**

MONROE PLANNING COMMISSION MEETING MINUTES – JUNE 17, 2025

Present: Chairman Mike Eckles, Shauna Mathias, Kim Jolly, Randy Camp, Rosalind Parks

Absent: None

Staff: Brad Callender – City Planner
Kaitlyn Stubbs – Executive Assistant

Visitors: Nan Wilcox, Blake Barton

Call to Order:

Chairman Eckles called the Planning Commission meeting to order at 6:00 pm.

Approval of Agenda:

Chairman Eckles called for a motion to approve the agenda;

Motion Mathias,
Second Parks.
Motion carried unanimously

Minutes of Previous Meeting(s):

Chairman Eckles asked if everyone has reviewed the May 20, 2025 minutes and asked if there are any changes, corrections or additions. Commission members responded there were none. Chairman Eckles called for a motion to approve the May 20, 2025, minutes;

Motion Camp,
Second Parks.
Motion carried unanimously

Report from Code Officer:

Nothing to report

Old Business:

None

New Business:

The First Item of Business: Rezone #3816 – 1521 S. Broad St. B-3

Brad Callender presented both the rezone and the next item on the agenda, a conditional use approval request, at the same time due to both requests being involved with the same property. Mr. Callender described the existing property location, zoning, and proposed use of a convenience store with fuel pumps. Mr. Callender further described the site plan details and indicated they already have GDOT approval for the entrance to the site. Mr. Callender indicated the request is for a project that previously received all necessary City approvals for CDO COA and site development but those had expired. Mr. Callender explained the purpose of the current request was due to a modification to the zoning ordinance now making the proposed use conditional in the B-3 zoning district, which is now the basis for the request to rezone to B-3 and further request for conditional use approval to allow a convenience store with fuel pumps. Mr. Callender presented the staff's recommendation of approval of the rezone and conditional use as submitted without conditions.

Chairman Eckles asked if anyone was present to speak or represent in favor of the application. Nan Wilcox with Carter Harkleroad Group was present to speak on behalf of the applicant.

Ms. Wilcox stated the covid pandemic caused delays in moving forward with the project due to construction and materials shortages but now they can recommit to the project.

Chairman Eckles asked if anyone was present to speak against the application. There was none. Chairman Eckles asked if Commission members had any questions or discussion. Commission members responded there was none.

Chairman Eckles called for a motion to approve the rezone;

Motion Mathias,
Second Parks.

Motion carried unanimously

The Second Item of Business: Conditional Use #3817 – 1521 S. Broad St. – Convenience Store with Gas Pumps

Chairman Eckles called for a motion to approve the conditional use;

Motion Mathias,
Second Parks.

Motion carried unanimously

Adjournment:

Chairman Eckles entertained a motion to adjourn;

Motion Mathias,
Second Parks,
Meeting adjourned, 6:08 pm.



CITY OF MONROE

PLANNING & ZONING

CERTIFICATE OF APPROPRIATENESS STAFF REPORT

APPLICATION SUMMARY

CERTIFICATE OF APPROPRIATENESS CASE: 3861

DATE: August 14, 2025

STAFF REPORT BY: Brad Callender, Planning & Zoning Director

APPLICANT NAME: KHMJ, LLC/Mi-Kyung Pyun

PROPERTY OWNER: KHMJ, LLC

LOCATION: West side of Hwy 138 – 250 Hwy 138

ACREAGE: ±8.41

EXISTING ZONING: B-3 (Highway Commercial District)

EXISTING LAND USE: Restaurant, bakery, and undeveloped

ACTION REQUESTED: The owner is petitioning for a Certificate of Appropriateness to allow for expansion of the existing parking lot.

STAFF RECOMMENDATION: Staff recommendation is approval of this Certificate of Appropriateness request subject to one condition.

DATE OF SCHEDULED MEETING

PLANNING COMMISSION: August 19, 2025

REQUEST SUMMARY

CERTIFICATE OF APPROPRIATENESS REQUEST SUMMARY:

The applicant is requesting a Certificate of Appropriateness to allow for expansion of an existing parking lot at the Tokyo Restaurant located at 250 Hwy 138. The parking lot is currently serving the existing restaurant and bakery on the site. The property is currently zoned B-3 (Highway Commercial District). The parking lot expansion will be located to the rear of the building.

PROPOSED PROJECT SUMMARY:

- Parking Lot Expansion
 - Existing Building – ±10,000 Sf.
 - Required Number of Parking Spaces – 34, 120% max – 41
 - Existing Number of Parking Spaces – 72
 - Proposed Number of Additional Parking Spaces – 41
 - Total Expanded Parking – 113 Spaces

STAFF ANALYSIS

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE "CORRIDOR DESIGN STANDARDS AND GUIDELINES" AS SET FORTH IN SECTION 643A OF THE *CITY OF MONROE ZONING ORDINANCE*.

(1) 643A.1 – Site Planning:

The site contains an existing restaurant and bakery with a parking lot, landscaping, and associated storm water management facility. The request is to expand the existing parking lot. The parking lot expansion will be located behind the existing building and connected to the existing parking lot and access drive. The number of parking spaces being added warrants the need for a Special Exception Variance to be granted by the City Council. Section 520.3 of the Zoning Ordinance requires any total number of parking spaces that will exceed 120% of the minimum number of required parking spaces requires approval of a Special Exception Variance. Currently under Table 3 of the Zoning Ordinance, restaurants require 1 parking space per 300 square feet of gross floor area. There are 72 existing parking spaces on the site. The proposed parking lot expansion includes 41 spaces that will push the total number of spaces on the site to 113. The existing restaurant is 10,000 square feet in size and only requires 34 parking spaces. A total of 113 parking spaces on the site is 332% of the required minimum number of parking spaces. To allow that many parking spaces, City Council will need to grant the development Special Exception Variance approval.

(2) 643A.2 – Architecture:

This standard is not affected by this request.

(3) 643A.3 – Pavement:

The site is already developed in compliance with the pavement standards outlined in Section 643A.3 of the Zoning Ordinance. The expansion of the parking lot to the rear of the building will not impact on this standard.

(4) 643A.4 – Landscaping:

Additional parking lot landscaping will be required to be added around the proposed parking lot expansion. A landscape plan was not included in the application. At the time of site development plan approval, additional landscaping will be required and will need to comply with the landscaping criteria outlined in Sections 520.4(6) and 643A.4 of the Zoning Ordinance.

(5) 643A.5 – Signs:

This standard is not affected by this request.

(6) 643A.6 – Illumination:

The site currently has lighting over the existing parking lot in compliance with the standards of Section 643A.6 of the Zoning Ordinance. Any additional lighting would be required to continue to meet the Illumination Criteria for the Corridor Design Standards and Guidelines outlined in Section 643A.6 of the Zoning Ordinance.

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 recommendation is approval of the Certificate of Appropriateness application to expand the existing parking lot as illustrated on the site plan included with the attached application, subject to the following condition:

1. The developer shall obtain Special Exception Variance approval in accordance with Section 520.3 and 1530 of the Zoning Ordinance prior to approval of a Land Disturbance Permit. This Certificate of Appropriateness shall become null and void if no Land Disturbance Permit is granted within 18 months of this approval.



CITY OF MONROE

CORRIDOR DESIGN OVERLAY DISTRICT

CERTIFICATE OF APPROPRIATENESS

APPLICATION # 3861

REQUEST TYPE: New Development ☐ Bldg. Modification ☐ Signage ☐ Site Modification ☒

CDO REQUEST LOCATION & DESCRIPTION:

Address: 250 GA Hwy 138, Monroe, GA 30655 Parcel #: M0020001B00
 Parcel Acreage/Square Feet: 8.41 Zoning: B3

PROPERTY OWNER & APPLICANT INFORMATION:

Property Owner: KHMJ, LLC. / Mi-Kyung Pyun Phone #: 404. 932. 4406
 Address: 1005 HIGHGROVE DR. City: MONROE State: GA Zip: 30655
 Applicant (if not the owner): _____ Phone #: _____
 Address: _____ City: _____ State: _____ Zip: _____

PROJECT INFORMATION:

Description of Project/Request: Parking lot expansion without increasing the building size.

 Estimated Cost of Project: 150,000

REQUIRED SUBMITTAL ITEMS:

- | | |
|---|--|
| <input checked="" type="checkbox"/> Completed Application | <input checked="" type="checkbox"/> Photos of Existing Conditions/Buildings |
| <input checked="" type="checkbox"/> Fee (\$100) | <input checked="" type="checkbox"/> Typed Detailed Description of the Request |
| <input type="checkbox"/> Survey Plat | <input checked="" type="checkbox"/> Owner Authorization, if applicant is not the owner |
| <input checked="" type="checkbox"/> Site Plan, Sketches, Drawings, and/or Diagrams of the Project with details of the request | |

APPLICANT SIGNATURE & AFFIDAVIT:

I hereby certify that the above information is true and correct.

[Signature] Mi-Kyung Pyun 6/17/25
 Signature of Applicant Print Name Date

PROEJCT MEMO

Tokyo 2 Sushi & Hibachi, Monroe, GA

Dated: June 15, 2025

Subject: Project Description

Provide by GiYoung Kim, Principal, inarch

Project Description

Address: 250 MLK. JR. BLVD (GA HWY 138), Monroe, GA 30655

This project involves parking space expansion for the existing building. This development project does not involve new building construction and provides 41 additional parking spaces.

The current parking lot cannot serve the customers in peak time and needs to be improved with additional parking spaces. The proposed additional parking spaces helps serving for not only Tokyo Sushi an Hibachi Restaurant, but also rest of the businesses.

ZONED: B3
TOTAL PROJECT ACREAGE: 1.796 AC
LIMITS OF DISTURBANCE: 0.471 AC

GENERAL NOTES:

1. SITE ACREAGE: 2.501 AC., ZONED B3
3. CONTOUR INTERVAL SHOWN HEREON IS TWO (2) FOOT
4. THE HORIZONTAL DATUM FOR THIS SURVEY IS BASED ON THE NORTH AMERICAN DATUM OF 1988 (NAD 88).
5. ALL CURB DIMENSIONS ARE TO THE FRONT OF CURB UNLESS OTHERWISE NOTED.
6. ALL CONSTRUCTION SHALL COMPLY WITH THE CITY OF MONROE CITY STANDARDS.
7. HANDICAP PARKING SPACES SHALL BE DESIGNED AS RESERVED FOR DISABLED BY A SIGN SHOWING THE SYMBOL OF ACCESSIBILITY. SUCH SIGNS SHALL NOT BE OBSCURED BY VEHICLES PARKING IN
8. CONTRACTOR SHALL CALL CITY INSPECTOR TO SCHEDULE A PRE-CONSTRUCTION MEETING PRIOR TO THE START OF ANY CONSTRUCTION.
9. ALL BUFFERS AND TREE SAFE AREAS SHALL BE CLEARLY IDENTIFIED PROTECTIVE FENCING PRIOR TO COMMENCEMENT OF ANY LAND DISTURBANCE.
10. NO CERTIFICATE OF OCCUPANCY WILL BE ISSUED UNTIL ALL SITE IMPROVEMENTS HAVE BEEN COMPLETED.
11. HIGH INTENSITY LIGHTING FACILITIES SHALL BE SO ARRANGED THAT THAT THE SOURCE OF ANY LIGHT IS CONCEALED FROM PUBLIC VIEW AND FROM ADJACENT RESIDENTIAL PROPERTY AND DOES NOT INTERFERE WITH TRAFFIC.
12. EACH BUILDING AND ITS LOCATION RELATIVE TO PROPERTY LINES AND OTHER STRUCTURES SHALL COMPLY WITH THE 2020INTERNATIONAL BUILDING CODE WITH GA STATE AMENDMENTS (IBC) WITH REGARDS TO HEIGHT AND AREA REQUIREMENTS OF IBC TABLE 503 AND THE FIRE RESISTANCE AND HORIZONTAL SEPARATION REQUIREMENTS OF IBC TABLES 601 AND 602 BASED ON OCCUPANCY GROUP CLASSIFICATION AND TYPE OF CONSTRUCTION.
13. CONTRACTOR SHALL MAINTAIN APPROPRIATE TRAFFIC CONTROL MEASURES FOR EMERGENCY AND ALL OTHER VEHICLES AT THE SITE, AND IN ACCORDANCE WITH ALL FEDERAL, STATE, AND LOCAL ORDINANCES AND LAWS.
14. NO REZONING AND CHANGE IN CONDITIONS EXIST ON THE PROPERTY.
15. EACH BUSINESS SHALL POST AND MAINTAIN THE ADDRESS OF THE BUILDING IN A CONSPICUOUS PLACE VISIBLE FROM THE STREET NOT MORE 15 FEET OFF THE CURB OR EDGE OF THE STREET. THE ADDRESS SHALL CONSIST OF FIGURES AT LEAST 4 INCHES HIGH ON CONTRASTING BACKGROUND FOR 24 HOURS VISIBILITY.
16. A SEPARATE BUILDING PERMIT SHALL BE OBTAINED FOR ALL RETAINING WALLS GREATER THAN 4 FEET IN HEIGHT AND ALL WALLS USED AS A DAM PRIOR TO CONSTRUCTION OF THE WALLS.
17. NO DRIVE-UP WINDOWS ARE TO BE INSTALLED.
18. NO OUTSIDE STORAGE PROPOSED. THIS INCLUDES SUPPLIES, EQUIPMENT, VEHICLES PRODUCTS, ETC.
19. SIGNS, LOCATION, NUMBER, AND SIZE ARE NOT APPROVED UNDER THIS BUILDING PERMIT. A SEPARATE PERMIT IS REQUIRED FOR EACH SIGN.
20. NO BILLBOARDS ARE PERMITTED.
21. PARKING LOTS SHALL BE MAINTAINED IN GOOD CONDITION, FREE OF POTHOLES, WEEDS, DUST, TRASH, AND DEBRIS.

PARKING SUMMARY

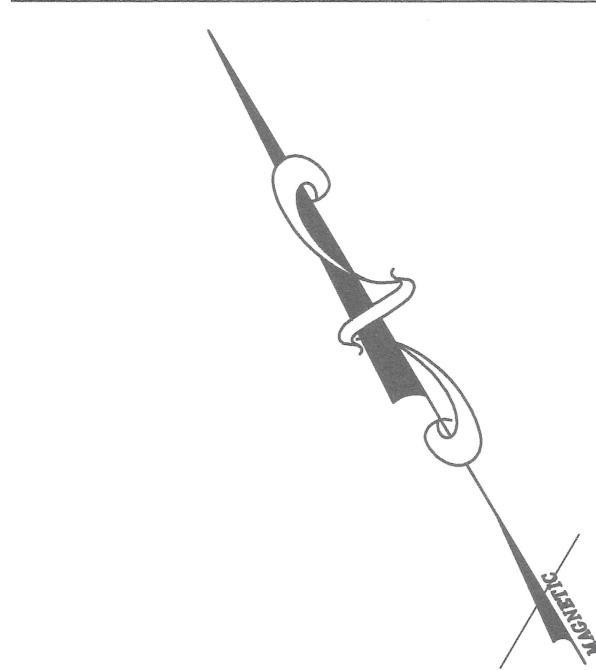
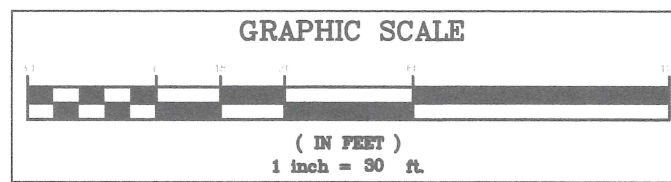
PARKING REQUIREMENT FOR RESTAURANT:
TOTAL FLOOR AREA: 9,998 S.F.
GUEST FLOOR AREA: X S.F.
NUMBER OF SEATS: X

MIN. PARKING REQUIREMENT:
1 SPACE PER 600 S.F. GFA
X/600= X
1 SPACE PER 5 SEATS
X/5= X
TOTAL MIN. REQUIRED: XX SPACES

MAX. PARKING REQUIREMENT:
120% OF MINIMUM REQUIRED
XX X 1.20= XXX

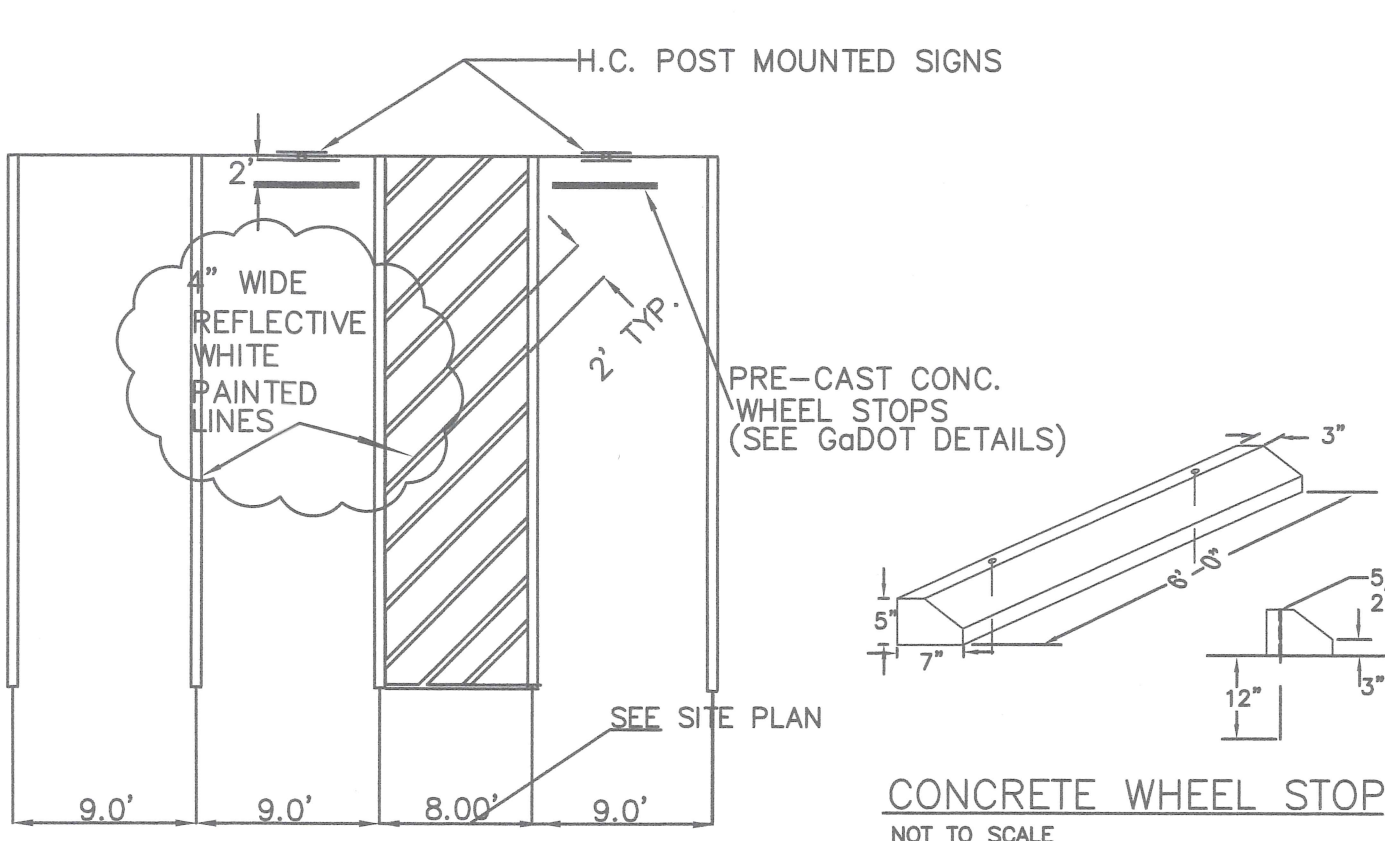
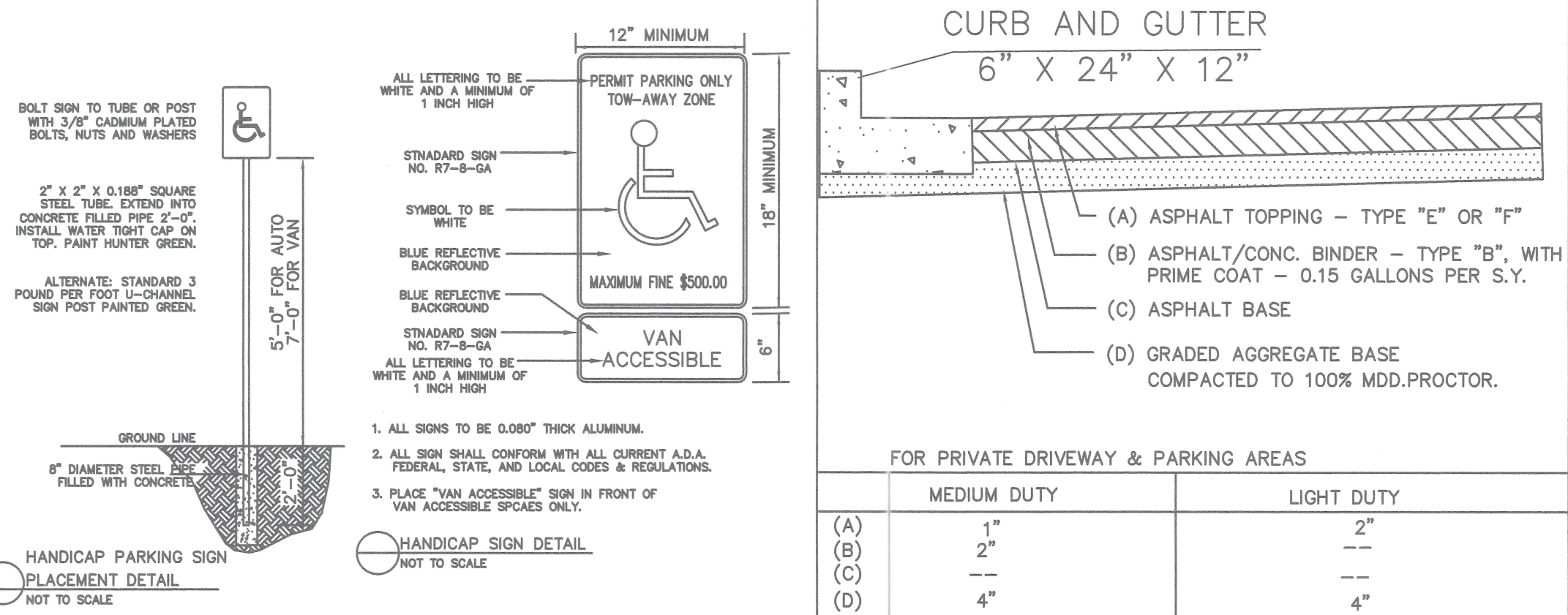
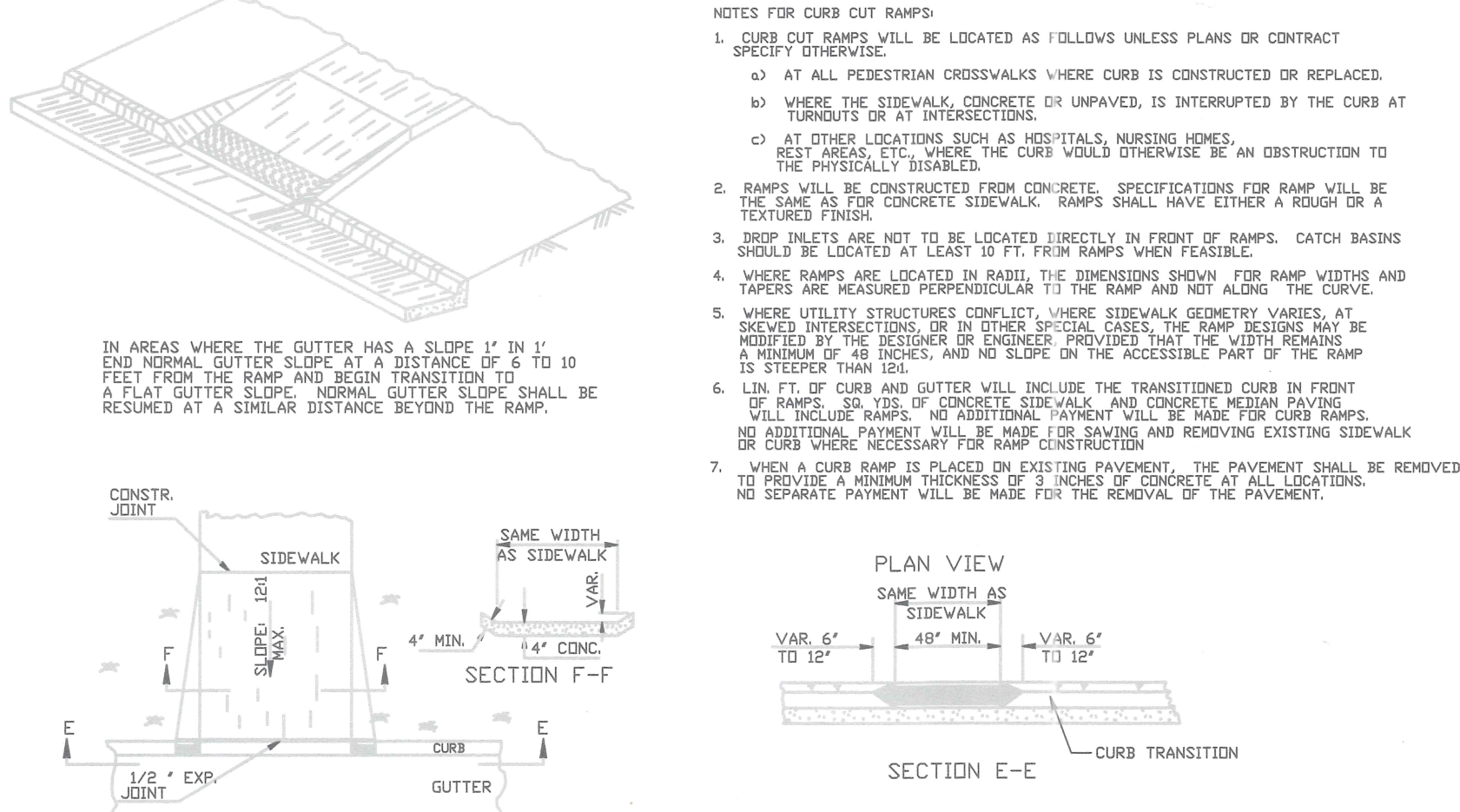
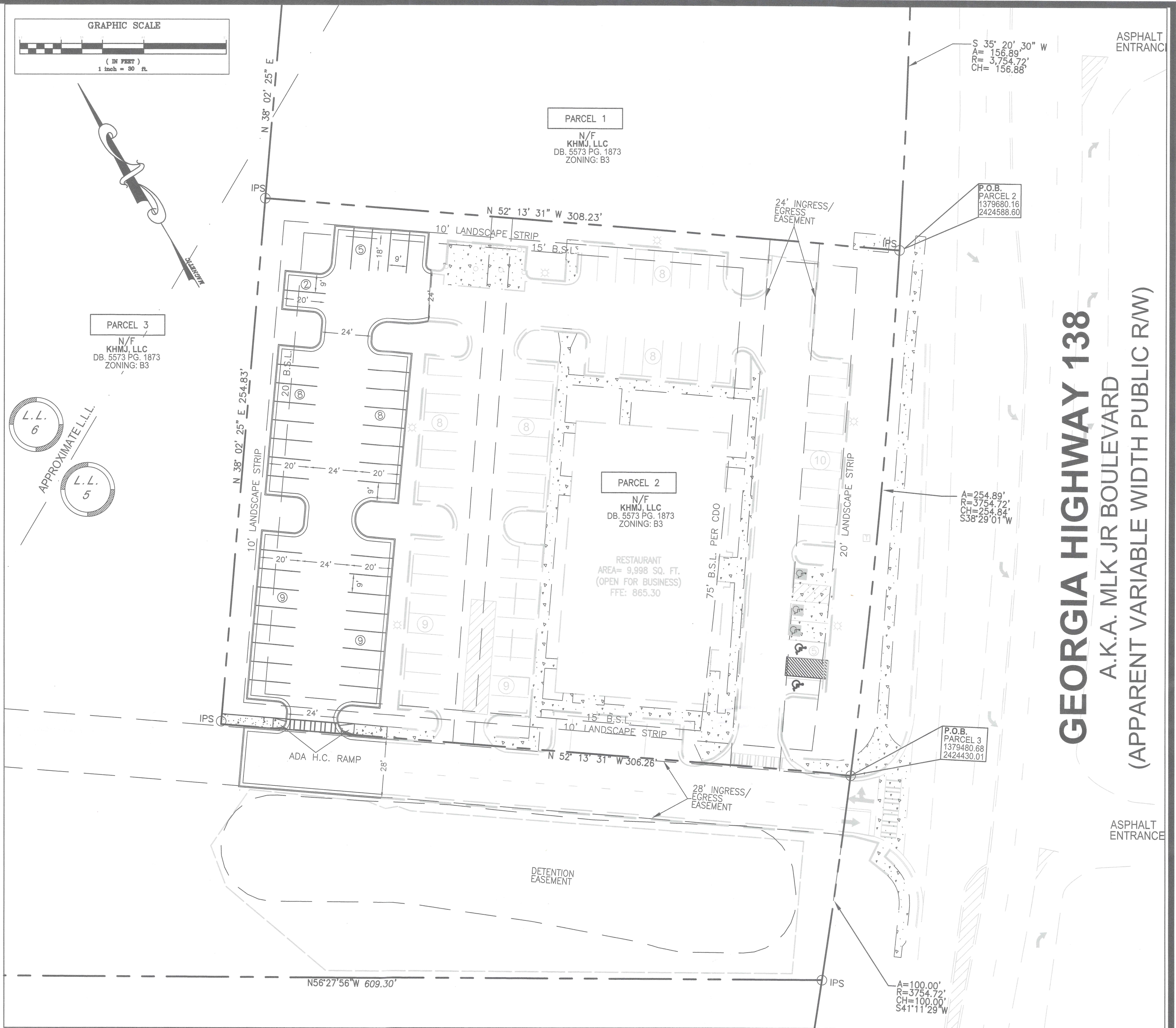
PROVIDED:
EXISTING: 72 SPACES
PROPOSED: 41 SPACES

TOTAL: 113 SPACES INCLUDING 5 H.C.

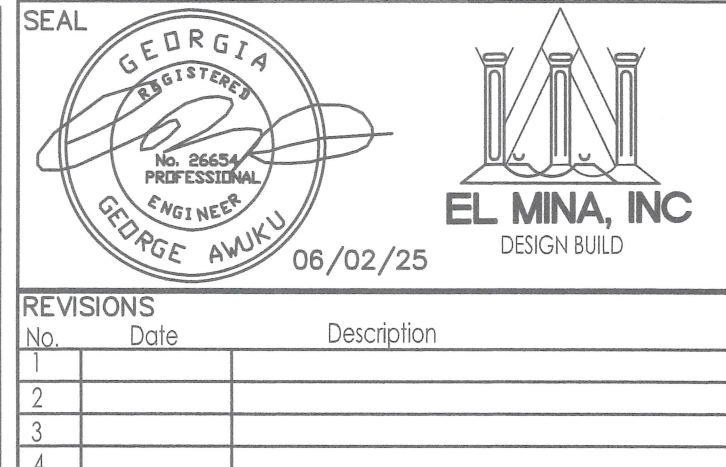


PARCEL 3
N/F
KHMJ, LLC
DB. 5573 PG. 1873
ZONING: B3

L.L. 6
L.L. 5
APPROXIMATE L.L.L.



DEVELOPER/24 HR CONTACT
N-ARCH
1000 PINEHURST HWY-404-233
NORCROSS, GA 30092
PH: 404-514-3492
CONTACT: GI YOUNG KIM
OWNER/PRIMARY PERMITTEE:
KHMJ, LLC
1346 W. SPRING ST.
MONROE, GA 30655
PH: 404-832-4408
ENGINEER:
GEORGE AWUKU, PE
EL MINA, INC.
889 N. BELLVIEW LANE RD-4000
DULUTH, GA 30095
PH: 404-597-6745
EMAIL: ELMINAENGINEER@GMAIL.COM



TOKYO 2 SUSHI & HIBACHI
PARKING ADDITION
250 M.L.K. JR. BLVD (GA HWY 138)
MONROE, GA 30655
PARCEL#M0020001B00, LANDLOT 005, 03 DISTRICT

REVISIONS		No.	Date	Description
1				
2				
3				
4				

SITE PLAN	
DATE	06/02/25
DRAWN:	TT
CHECKED:	GA
JOB NO.:	

SHEET NUMBER	C2
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CITY OF MONROE

PLANNING & ZONING

CONDITIONAL USE STAFF REPORT

APPLICATION SUMMARY

CONDITIONAL USE CASE: 3904

DATE: August 14, 2025

STAFF REPORT BY: Brad Callender, Planning & Zoning Director

APPLICANT NAME: Jonathan Freeland

PROPERTY OWNER: East Church Street Center, LLC

LOCATION: South side of E. Church Street – 1108 E. Church Street

COUNCIL DISTRICTS: 5 & 8

ACREAGE: ±0.99

EXISTING ZONING: B-1 (Neighborhood Commercial District)

EXISTING LAND USE: Small-scale strip shopping center

REQUEST SUMMARY: The owner is petitioning for Conditional Use approval on this property to allow for a self-service laundromat.

STAFF RECOMMENDATION: Staff recommendation is approval of this Conditional Use request as submitted without conditions.

DATES OF SCHEDULED PUBLIC HEARINGS

PLANNING COMMISSION: August 19, 2025

CITY COUNCIL: September 9, 2025

REQUEST SUMMARY

CONDITIONAL USE PERMIT REQUEST SUMMARY:

The applicant is requesting Conditional Use approval to allow a self-service laundromat in the existing small-scale strip shopping center on the property. The property is currently zoned B-1 (Neighborhood Commercial District). Self-service laundromats are permitted as conditional uses in the B-1 zoning district. The strip shopping center tenant space for the self-service laundromat was previously occupied for that use but has been vacant for quite some time. With more than 6 months having transpired since the last active business license was issued to that location, Conditional Use approval is necessary to allow a new self-service laundromat to commence operations in that location.

PROPOSED PROJECT SUMMARY:

- Conditional Use – Self-service laundromat
 - Tenant space – 2,875 Sf.
 - Open 24 hours
 - Fluff and fold services will be provided

STAFF ANALYSIS

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE “STANDARDS FOR CONDITIONAL USE APPLICATION DECISIONS” AS SET FORTH IN SECTION 1425.5 OF THE *CITY OF MONROE ZONING ORDINANCE*.

- (1) **The proposed use will not be detrimental to adjacent properties or the general neighborhood, the proposed use will not significantly adversely affect public health, safety, morality and welfare, and the proposed use as designed will minimize adverse effects on the surrounding neighborhood:** The proposed self-service laundromat should not be detrimental to surrounding uses. The tenant space was formerly used and set up for a self-service laundromat but has been vacant for quite some time.
- (2) **The applicable standards in Article XI have been met:** There are no standards applicable to self-service laundromats in Article XI of the Zoning Ordinance.
- (3) **The proposed use is consistent with the Comprehensive Plan, and the conditional use is compatible with the community development pattern:** The subject property is in the East Sub-Area as identified in the Monroe Comprehensive Plan. The existing character of this vicinity of the East Sub-Area is predominantly residential with light commercial uses along this portion of E. Church Street. The requested Conditional Use does not conflict with any goals of the Comprehensive Plan.
- (4) **A rezoning to allow the requested use as a permitted use would not be appropriate:** Self-service laundromats are permitted only as Conditional Uses in the underlying B-1 zoning district. Self-service laundromats are permitted uses by right in the B-2 (General Commercial District) and B-3 (Highway Business District). Rezoning the entire property of the small-scale shopping center to accommodate one tenant space is completely unnecessary when the alternative can be granting Conditional Use approval instead.
- (5) **The proposed use will not be injurious to the natural environment or the other property in the immediate vicinity, or unconstitutionally diminish property values within the surrounding neighborhood:** The property is fully developed as a small-scale strip shopping center. Granting conditional use approval for a self-service laundromat in the shopping center should not negatively impact property values on adjacent properties.
- (6) **Off-street parking and loading, and access thereto, will be adequate:** The site is currently accessed from a driveway off E. Church St. to a parking lot in front of the strip center. Parking and access will remain adequate to accommodate the requested conditional use.

- (7) **Public facilities and utilities are capable of adequately serving the proposed use, and the use would not lead to a major negative change in existing levels of public service, or fiscal stability:** Public services and utilities are adequate to serve the proposed development. The tenant space was formerly used and set up for a self-service laundromat.
- (8) **The use will not be an extension of a use which will cause a damaging volume of (a) agricultural, (b) commercial, (c) industrial, or (d) higher density residential use into a stable neighborhood of well-maintained single-family homes, nor likely lead to decreasing surrounding property values, neighborhood deterioration, spreading of blight, or additional requests of a similar nature which would expand the problem:** As previously stated, the requested Conditional Use will be located inside an existing small-scale strip shopping center in a tenant space formerly used for that purpose. This standard will not be affected by granting this conditional use.
- (9) **The use would not significantly increase congestion, noise, or traffic hazards:** With the site already being developed, no changes to traffic or congestion should result from granting the conditional use. As previously stated, the tenant space for the self-service laundromat was formerly used for that purpose.
- (10) **Granting this request would not have a “domino effect,” in that it becomes the opening wedge for further rapid growth, urbanization or other land-use change beyond what is indicated in the Comprehensive Plan:** No domino effect will result along E. Church Street in the granting of this Conditional Use for a self-service laundromat in a former location previously used as a self-service laundromat.

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 recommendation is approval of the requested Conditional Use for a self-service laundromat as submitted without conditions.



CITY OF MONROE #3909

CONDITIONAL USE APPLICATION

CONDITIONAL USE LOCATION & DESCRIPTION

Address: 1108 E Church St.

Parcel #: M0250134

Council Districts: (1 - 6) 5 & (7 or 8) 8

Zoning: B-1 Parcel Acreage/Square Feet: 42,907

Type of Conditional Use Requested: Self-service laundry

PROPERTY OWNER & APPLICANT INFORMATION

Property Owner: East Church Street Center, LLC

Phone #: _____

Address: 1255 Lakes Pkwy, Suite 180 City: Lawrenceville State: Ga Zip: 30043

Applicant (if not Property Owner): Jonathan Freeland Phone #: 678-773-9299

Address: 596 Richmond Place City: Loganville State: GA Zip: 30052

CONDITIONAL USE INFORMATION

Describe the nature of the proposed use, including without limitation the type of activity proposed, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters (1525.1.a.2):

We propose to re-open a previously established self-service laundry

The location will offer self-service laundry, as well as wash dry fold.

We intend to offer 24/7 access with attendants available 9AM-6PM.

We expect water and sewer usage levels to compare to historical levels.

Describe the location of the proposed structure(s) or use(s) and its relationship to existing adjacent uses or structures, and use of adjacent properties (1525.1.a.3):

The facility is located on a commercially zoned parcel along E Church Street,

Adjacent properties include a convenience store, a barber shop, and a ministry

The laundry will fill a vacant space and improve foot traffic to other businesses

CONDITIONAL USE INFORMATION CONT.

Describe the area, dimensions and details of the proposed structure(s) or uses(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 (1525.1.a.4): _____

The existing interior space is approximately 2,875 Sq. Ft. and will remain unchanged.

The interior will be modernized with new commercial washing machines and dyers.

No proposed changes to exterior areas, landscaping, setbacks, or parking lot area.

Select all existing utilities available and/or describe proposed utilities (1525.1.a.5):

Water ☒ Sewer ☒ Electric ☒ Gas ☒ Telecom ☒ Private Well ☐ Septic Tank ☐

REQUIRED SUBMITTAL ITEMS

- | | |
|---|--|
| <input checked="" type="checkbox"/> Completed Application | <input type="checkbox"/> Site Plan; Drawn to scale, if applicable |
| <input checked="" type="checkbox"/> Fee (see Fee Schedule) | <input checked="" type="checkbox"/> Deed |
| <input checked="" type="checkbox"/> Survey Plat | <input checked="" type="checkbox"/> Proof of all property taxes paid in full |
| <input checked="" type="checkbox"/> Typed Detailed Description of the Request | <input type="checkbox"/> Other information as required by Code Officer |

APPLICANT SIGNATURE & AFFIDAVIT

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING WORK TO BE PERFORMED SHALL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT. APPLICANT HERBY AUTHORIZES THE 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: Jonathan Scott Ireland **DATE:** 7/2/25

A PUBLIC NOTICE SIGN WILL BE PLACED ON THE SUBJECT PROPERTY PRIOR TO THE PUBLIC HEARING BY THE CODE DEPARTMENT. THE PUBLIC NOTICE SIGN MUST REMAIN ON THE SUBJECT PROPERTY UNTIL AFTER THE CITY COUNCIL MEETING DECIDES THE MATTER. THE CODE DEPARTMENT WILL REMOVE THE SIGN AFTER THE PUBLIC HEARING.

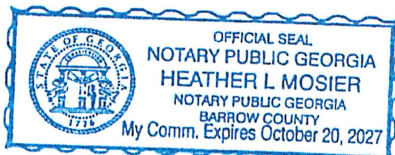
PROPERTY OWNER'S AUTHORIZATION SIGNATURE, IF NOT THE APPLICANT

SIGNATURE: Heather L Mosier **DATE:** 7/1/25

NOTARY PUBLIC: Heather L Mosier SWORN TO AND SUBSCRIBED BEFORE THIS

1st DAY OF July, 2025 NOTARY SIGNATURE: Heather L Mosier

DATE: 7/1/2025 SEAL:



Note: It is the responsibility of the applicant and not the staff to ensure a complete application with all required materials are submitted. Applications and submittals found to be incomplete and incorrect will be rejected. Each applicant is responsible for compliance with the Disclosure of Campaign Contributions and/or Gifts outlined in Section 1550 of the Zoning Ordinance.

Conditional Use for Laundromat at 1114 E Church Street, Monroe, GA

Submitted by Jonathan Freeland, 678-773-9299

Proposal Summary

We are a local, family-owned business based in Loganville, GA, seeking to reopen and modernize a long-vacant laundromat located at 1114 E Church Street in Monroe. Our vision is to revitalize this well-positioned space with a welcoming, clean, air-conditioned, and professionally managed laundry facility offering both self-service and attended wash-dry-fold drop-off services to the local Monroe community.

As faith-based business owners, our purpose is rooted in living out our faith daily through honest business practices, active community service, and daily interactions with our customers. We believe this facility will not only meet a practical need—providing access to laundry services for many residents who lack in-home appliances—but also become a positive community anchor in the neighborhood.

Our proposed investment in this location is guided by a commitment to sustainability, operational excellence, and good partnership with the local business community. We are entering into a long-term lease to ensure ongoing stability and responsible stewardship of the site. We are also outfitting the facility with the newest generation of energy-efficient, water-saving commercial laundry equipment, ensuring that both environmental impact and customer utility costs are minimized. In addition to the new equipment, we will be renovating the interior space to make it light, bright, safe, and comfortable. We will have upgraded security cameras and 24-hour monitoring to ensure the safety of the location and customers.

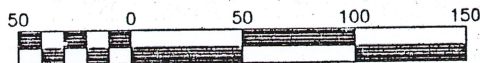
The laundromat will operate 24 hours a day, seven days a week, with 1–2 employees onsite during peak hours. Once operations are fully established, we plan to expand to include pickup and delivery options in Monroe and the surrounding areas, creating additional convenience and employment opportunities.

We think it's helpful to point out, while increased competition is usually beneficial to consumers, our market analysis indicates a total market demand for self-service laundry services sufficient to support this re-opening without detrimental impact to the existing two self-service laundry locations on Spring St. We are committed to revitalizing this site in a way that enhances the surrounding commercial corridor and serves the people of Monroe with excellence, dignity, and care.

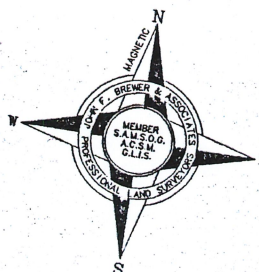
Thank you for your review and consideration, and please feel free to contact me directly with any questions, feedback, or if you need any additional information.

Jonathan Freeland

- LEGEND:
- P.E. - PERMANENT EASEMENT
 - C.E. - CONSTRUCTION EASEMENT
 - S.E. - SANITARY SEWER EASEMENT
 - H.W. - HEAD WALL
 - C.B. - CATCH BASIN
 - R/W - RIGHT OF WAY
 - D.E. - DRAINAGE EASEMENT
 - B.L. - BUILDING LINE
 - R. - RADIUS
 - R.C.P. - REINFORCED CONCRETE PIPE
 - C.M.P. - CORRUGATED METAL PIPE
 - L.L. - LAND LOT
 - L.L.L. - LAND LOT LINE
 - C. - CENTER LINE
 - M.H. - MANHOLE
 - F. - FIRE HYDRANT
 - W. - WATER VALVE
 - E.C.D. - EROSION CONTROL DEVICE
 - LeB3 - SOIL TYPE

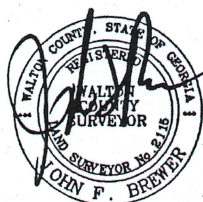
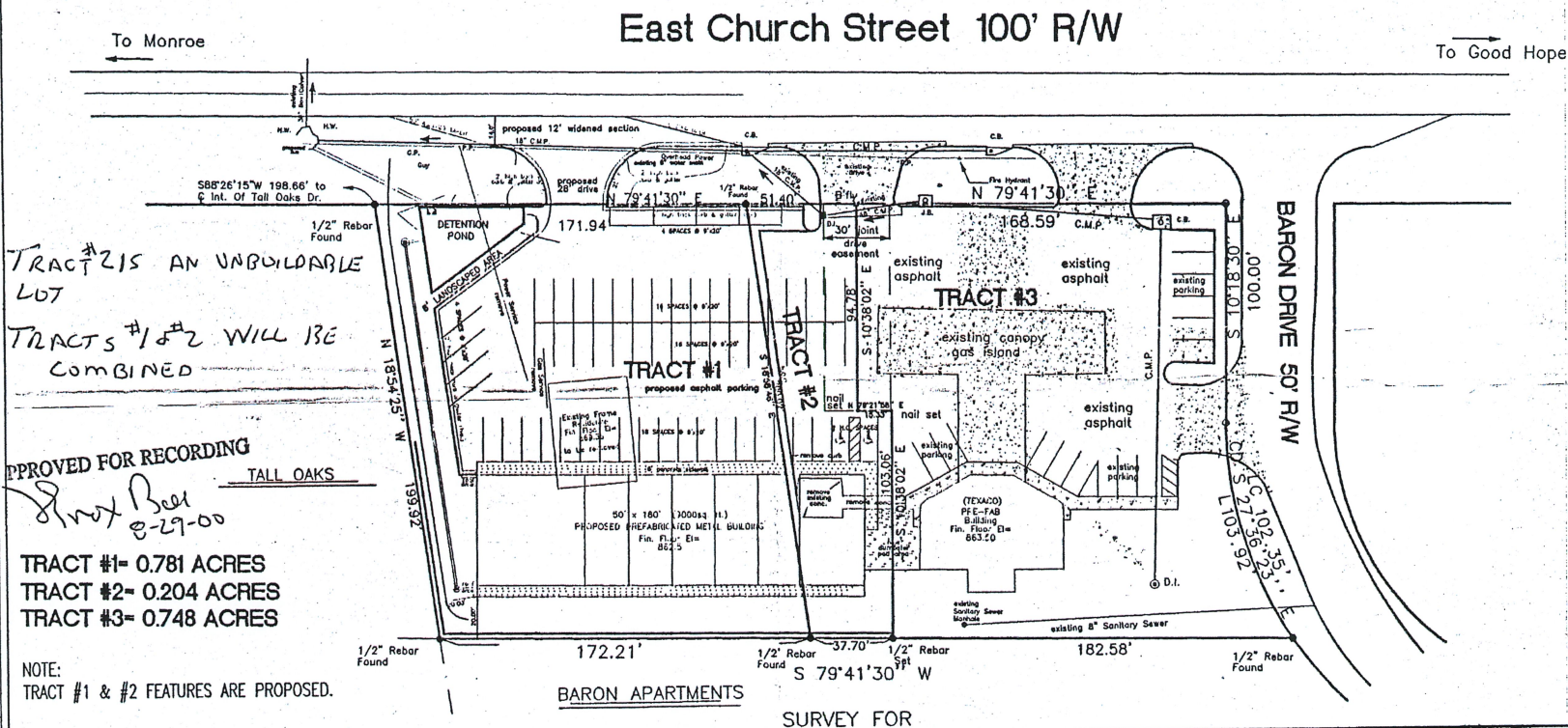


Scale 1" = 50'



I HAVE CONSULTED THE FLOOD INSURANCE RATE MAPS AND DETERMINED THAT, IN MY OPINION, THE AREA AS SHOWN ON THIS SURVEY DOES NOT LAY WITHIN A DESIGNATED FLOOD HAZARD AREA. COMMUNITY PANEL NO. 13297C0112 B EFFECTIVE DATE: FEB. 1990

FILED AND RECORDED 9-11-00
AT 11:05 AM
PLAT BOOK 84 PAGE 131
KATHY K. THROST
CLERK SUPERIOR COURT
WALTON COUNTY, GEORGIA



SURVEYORS CERTIFICATION

1. THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 29,789 FEET AN AN ANGULAR ERROR OF 2 SECONDS PER ANGLE POINT.
2. THE DATA SHOWN HEREON HAS BEEN CALCULATED FOR CLOSURE AND HAS BEEN FOUND TO BE ACCURATE TO WITHIN ONE FOOT IN FEET AND WAS ADJUSTED BY THE COMPASS RULE.
3. ANGULAR AND LINEAR MEASUREMENTS OBTAINED BY TOPCON GTS 201

D.A. Smith Properties, Inc.

STATE	COUNTY	CITY	C.M.D.
GEORGIA	WALTON	MONROE	TOWN
3RD	71	1"=50'	1/14/2000
DISTRICT	LAND LOT	SCALE	DATE

JOHN F. BREWER AND ASSOCIATES

LAND SURVEYORS, LAND PLANNERS
DEVELOPMENT SUPERVISION

107 DAVIS STREET
MONROE, GA. 30655
(770) 267-4703