



## Historic Preservation Commission Meeting

### AGENDA

Tuesday, October 26, 2021

6:00 PM

215 N Broad Street Monroe Ga

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I. **CALL TO ORDER**

II. **ROLL CALL**

III. **MINUTES OF PREVIOUS MEETING**

1. Minutes of Previous Historic Preservation Commission Meeting 9/9/21
- [2.](#) Minutes of Previous Historic Preservation Meeting 9/28/21

IV. **REQUESTS**

- [1.](#) Request for COA for Exterior Changes - 511 S Madison Ave
- [2.](#) Request for COA for a Rear Addition on an Accessory Structure- 602 E Church St
- [3.](#) Request for a COA for a Fence - 249 Boulevard
- [4.](#) Request for COA for exterior changes - 615 E Church St
- [5.](#) Request for COA for Sign "Tacos N Beer" - 116 N Broad St

V. **OLD BUSINESS**

VI. **NEW BUSINESS**

VII. **ADJOURNMENT**

Historic Preservation Commission  
Meeting Minutes  
Regular Meeting—September 28, 2021

Present: Mitch Alligood, Jane Camp, Fay Brassie,

Absent: Elizabeth Jones, Susan Brown

Staff: Patrick Kelley, Director of Code  
Laura Wilson, Code Department Assistant

Visitors: Ronnie Viar, Lawrence Parker, Lisa Parker, Mark Hammes, David Jones, Alisa Howard, and Neal Howard

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

Chairman Alligood asked if there were any changes or corrections to the July 27, 2021 minutes.  
To approve as submitted.

Motion by Brassie. Second by Camp  
Motion carried.

**The First Item of Business:** Request for COA #234 at 206 Bold Springs Ave. The applicant is Marc Hammes, on behalf of Crista Carrell and Rick Huszagh, owners of said property. The request is to make exterior changes to the structure by adding gutters to the front facade. Hammes explained that they wanted to add gutters to the front porch to prevent the porch from rotting further.

Question Brassie: Where is the water going to drain?  
Hammes: To the side of the house

Question Chairman Alligood: What color will the gutter be?  
Hammes: Black or the same color as the house

Chairman Alligood asked if there were any questions from the public: none

To approve the gutter as presented  
Motion by Camp, Seconded by Brassie  
Motion carried

**The Second Item of Business:** Request for COA #235, a request for an attached garage addition at 711 Lawrence St. The applicants are Ronnie and Amy Viar, owners of said property. Ronnie Viar spoke to the request. He is asking permission to build a 32x40 foot addition on the backside of the house. The siding, roof shingles, and window trim would match what is currently on the house. It would be a side entry two-car garage. The existing gravel driveway would remain with a concrete apron onto Lawrence Street to prevent erosion.

Chairman Alligood asked if there were any questions:

Brassie stated her concerns about the size of the garage, the pitch of the roof on the addition, and what the addition would do to the profile of the house. She made the statement that houses of this era were built



without garages and the addition would change the character of the house. Discussion continued between Viar and the Commission Members about the profile of the roof for the proposed addition. Brassie requested more detailed drawings of the proposed addition showing how exactly it will look and attach to the existing structure.

Viar asked if he would have to come back to another meeting. Kelley stated if there were no comments from the public, the Commission members could decide email.

Chairman Alligood asked if there were any public comments: none

To provide the Commission with front and side elevations of the proposed addition  
Motion by Camp. Second by Brassie  
Motion carried

**The Third Item of Business:** Request for COA #229, a request for a rear deck addition at 204 N. Jackson St. The applicant is David Jones, owner of said property. Jones spoke to the request, explaining 10 or 15 years ago he got approval from the Historic Preservation Commission for a back deck but the project was delayed due to a kitchen renovation. They are now ready to move forward with the project again. The deck cannot be seen from the street. It will be made of wood or wood composite, no roof.

Chairman Alligood asked if there were any public comments: none

To approve as presented  
Motion by Brassie. Second by Camp  
Motion carried

**The Fourth Item of Business:** Request for COA #236, a request for demolition of the structure at 1238 S. Madison Ave. The applicants are Lawrence and Lisa Parker, owners of said property. Lawrence Parker spoke to the request. He stated they originally purchased the property in August 2020 with the hopes of renovating the property. Immediately after purchasing the property, they removed 60 tires from the site, cut down overgrown trees, and tried to fix any code violations. In trying to bring the property up to code, more problems were discovered including structural, electrical, plumbing, and HVAC.

Parker then explained they own two lots on South Madison and two lots that back up to the property at 1238 South Madison which front on Atha Street. After discovering the structural issues with the house, the plan became to redraw the property lines to get more uniform lots because the lot for house on South Madison occupies most of the road frontage. The plan is to put four farm house style houses on the redrawn lots. Estimated costs for demolition for the house on Atha Street are over 200k and over 300k for the house on South Madison.

Chairman Alligood asked if there were any public comments: Neal Howard who owns the home adjacent to the property spoke in favor of the project.

Kelley reminded the Commission that all demolition permits should be accompanied by a plan for the site. Parker then showed the members examples of the farm house style house he wanted to build. Kelley clarified that the lot arrangement on Davis Street would not apply to this project because Davis Street is a Planned Residential Development with its own zoning requirements.

Question Camp: Have you been told it (1238 S Madison) was irreparable?

Parker: No, it is cost prohibitive due to the amount of work needed.

To deny demolition permit for 1238 S. Madison Ave

Motion by Brassie. Second by Camp

Motion carried

**The Fifth Item of Business:** Request for COA #237, a request for demolition of the structure at 227 Atha Street. The applicants are Lawrence and Lisa Parker, owners of said property. Lawrence Parker spoke to the request.

Note: When discussing the demolition request for 1238 S. Madison, Parker also provided reasoning for the demolition request for 227 Atha Street.

To approve demolition of 227 Atha Street

Motion by Camp. Second by Brassie

Motion carried

Question Lisa Parker: When we renovated 1238 S. Madison, does it have to look exactly as it looks now?

Kelley: Any change to the footprint and the exterior of the structure would have to come back to the Historic Preservation Commission for approval. Chairman Alligood: You would bring us drawings

Question Lisa Parker: Can we go ahead and build on Atha Street?

Chairman Alligood: You would have to bring us the plans for what you would build over there.

Question Lawrence Parker: If we found plans for a house that looks just like 1238 S Madison, would that be any better?

Camp: It is impossible to give an answer without plans to look at

Question Lawrence Parker: 1238 is basically two-thirds of the frontage on Madison Avenue. What can I do with the other lot?

Kelley: That parcel is an existing lot of record so it can be built upon by R1A standards.

Old Business

**The First Item of Old Business:** Brassie: Last meeting we tabled the window decision for 239 E Marable Street and for the record the property owners are willing to do what we asked for the windows. They were confused about what we were asking and were already doing it.

**The Second Item of Old Business:** Drafting a letter that can be sent to property owners who are in violation of the historic preservation ordinance. Chairman Alligood: I do not have time to draft a letter. I can edit one but not draft a new one.

New Business: None

Chairman Alligood entertained a motion to adjourn.

Motion by Camp. Second by Brassie

Motion carried. Adjourned at 6:58 pm



# City of Monroe

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

## HISTORIC PRESERVATION MTG PERMIT

PERMIT #:	313	DESCRIPTION:	COA Exterior changes-porch, siding, windows, roof
JOB ADDRESS:	511 S MADISON AVE	LOT #:	
PARCEL ID:	M0170108	BLK #:	
SUBDIVISION:		ZONING:	MH
ISSUED TO:	Matthew Jones	CONTRACTOR:	Matthew Jones
ADDRESS:	511 S Madison Ave	ADDRESS:	511 S Madison Ave
CITY, STATE ZIP:	Monroe GA 30655	CITY, STATE ZIP:	Monroe GA 30655
PHONE:	706-540-6331	PHONE:	
PROP.USE:	RESIDENTIAL	DATE ISSUED:	10/18/2021
VALUATION:	\$ 0.00	EXPIRATION:	4/16/2022
SQ FT:	0.00	PERMIT STATUS:	O
OCCP TYPE:		# OF BEDROOMS	
CNST TYPE:		# OF BATHROOMS	
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov	# OF OTHER ROOMS	

FEE CODE	DESCRIPTION	AMOUNT
COA-03	Historic Preservation Regular Meeting	\$ 10.00
<b>FEE TOTAL</b>		\$ 10.00
<b>PAYMENTS</b>		\$ -10.00
<b>BALANCE</b>		\$ 0.00

**NOTES:**

This request for a Certificate of Appropriateness for exterior changes including porches, siding, windows, and roof at 511 S Madison Ave, will be heard by the Historic Preservation Commission on October 26, 2021 at 6:00pm in 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)

10/18/21  
DATE



215 North Broad Street  
 Monroe, GA 30655  
 Tel (770) 267-3429  
 Fax (770) 267-3698

Receipt Number:

R00284652

Cashier Name:

LAURA WILSON

6

Terminal Number:

34

Receipt Date: 10/18/2021 1:36:21 PM

Transaction Code: BP - Building Projects Payment

Name: Jones, Matthew

\$10.00

Total Balance Due:

\$10.00

Payment Method: Check Payn Reference: 2274

Amount: \$10.00

Total Payment Received:

\$10.00

Change:

\$0.00

RECEIVED  
9/27/21

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS  
MONROE HISTORIC PRESERVATION COMMISSION

Please read the Historic Preservation Ordinance (Code Sections 8-4-1 through 8-4-91). In addition, please consult with the Code Office to determine if any other Monroe ordinances apply, and if applicable, read those ordinances.

DATE: 9/27/21

APPLICANT: Matthew A. Jones

APPLICANT'S ADDRESS: 511 S. Madism Ave  
Monroe GA

TELEPHONE NUMBER: 706-540-6331

#313

PROPERTY OWNER: Matthew A. Jones

OWNER'S ADDRESS: 2224 Gentry Lane, Statham GA 30666

TELEPHONE NUMBER: 706-540-6331

PROJECT ADDRESS: 511 S. Madism Ave  
Monroe GA

Brief description of project: Completely renovate inside and outside.  
Repair the porch, all new windows vinyl with wood sash. Keep original front door.  
Try to repair brick post base or replace with traditional square post.  
new metal roof over porch, new brick stairs on both entrances of porch.  
Put a concrete smear on brick foundation. Repair all wood siding.

(Continue on separate sheet, if necessary.)

Matthew Jones  
Applicant

9/27/21 Date  
Just looking to bring this house back to its original charm.

Revised 6/29/17

P.S. In 2020 I received a preservation award from Historic Athens.











10











511

**POSTED**  
PRIVATE PROPERTY  
UNLAWFUL ENTRY OR  
VIOLATION OF ANY TERMS  
OR CONDITIONS OF ANY  
AGREEMENT WILL BE PROSECUTED

**THIS BUILDING IS  
UNSAFE AND ITS  
USE OR OCCUPANCY  
IS PROHIBITED!**

NOTICE: THIS BUILDING HAS BEEN DETERMINED TO BE UNSAFE FOR OCCUPANCY AND USE. ANYONE WHO ENTERS OR OCCUPIES THIS BUILDING IS DOING SO AT THEIR OWN RISK. THE CITY OF CHICAGO IS NOT RESPONSIBLE FOR ANY INJURY OR DAMAGE TO PERSONS OR PROPERTY THAT MAY OCCUR AS A RESULT OF ENTERING OR OCCUPYING THIS BUILDING. THIS NOTICE IS POSTED FOR THE PROTECTION OF THE PUBLIC AND TO AVOID LIABILITY TO THE CITY OF CHICAGO. ANYONE WHO VIOLATES THIS NOTICE MAY BE SUBJECT TO PROSECUTION UNDER THE CHICAGO BUILDING CODE AND OTHER APPLICABLE LAWS.

CHICAGO DEPARTMENT OF BUILDING















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

**HISTORIC PRESERVATION MTG PERMIT**

PERMIT #:	314	DESCRIPTION:	COA for addition to ca. 1950s bldg
JOB ADDRESS:	602 E CHURCH ST	LOT #:	
PARCEL ID:	M0170125	BLK #:	
SUBDIVISION:		ZONING:	R1/R2 SPLIT
ISSUED TO:	Monroe County Day School	CONTRACTOR:	Monroe County Day School
ADDRESS:	602 E Church St	ADDRESS:	602 E Church St
CITY, STATE ZIP:	Monroe GA 30655	CITY, STATE ZIP:	Monroe GA 30655
PHONE:	770-267-8955	PHONE:	
PROP. USE		DATE ISSUED:	10/18/2021
VALUATION:	\$ 0.00	EXPIRATION:	4/16/2022
SQ. FT	0.00	PERMIT STATUS:	O
OCCP TYPE:		# OF BEDROOMS	
CNST TYPE:		# OF BATHROOMS	
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov	# OF OTHER ROOMS	

FEE CODE	DESCRIPTION	AMOUNT
COA-03	Historic Preservation Regular Meeting	\$ 10.00
	<b>FEE TOTAL</b>	<b>\$ 10.00</b>
	<b>PAYMENTS</b>	<b>\$ -10.00</b>
	<b>BALANCE</b>	<b>\$ 0.00</b>

**NOTES:**

This request for a Certificate of Appropriateness for an addition to a ca. 1950 building at 602 E Church St will be heard by the Historic Preservation Commission on October 26, 2021 at 6:00pm in the Council Chambers at City Hall, 215 N. Broad St Monroe, GA 30655.

N O T I C E

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*James E. Blair*  
 (APPROVED BY) \_\_\_\_\_ DATE 10/18/21





215 North Broad Street  
Monroe, GA 30655  
Tel (770) 267-3429  
Fax (770) 267-3698

Receipt Number: R00284704  
Cashier Name: LAURA WILSON  
Terminal Number: 34  
Receipt Date: 10/18/2021 2:49:31 PM

Transaction Code: BP - Building Projects Payment

Name: Monroe Country Day School

\$10.00

Total Balance Due:

\$10.00

Payment Method: Check Payn Reference: 1489

Amount: \$10.00

Total Payment Received:

\$10.00

Change:

\$0.00

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS  
MONROE HISTORIC PRESERVATION COMMISSION

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DATE: 9-29-21

APPLICANT: Monroe Country Day School

APPLICANT'S ADDRESS: 602 E Church St

Monroe, GA 30655

TELEPHONE NUMBER: 770.267.8955

PROPERTY OWNER: City of Monroe

OWNER'S ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_

PROJECT ADDRESS: 602 E Church St

Monroe, GA 30655

Brief description of project:

MCDs would like to add

a greenhouse/classroom onto the (south)  
back of the cinderblock building. One  
would not be able to see it from

Church St. It would be same width as current  
building.

(Continue on separate sheet, if necessary.)

Rita Dickerson, Director

Date 9-30-21

RECEIVED  
10/12/21  
#1314







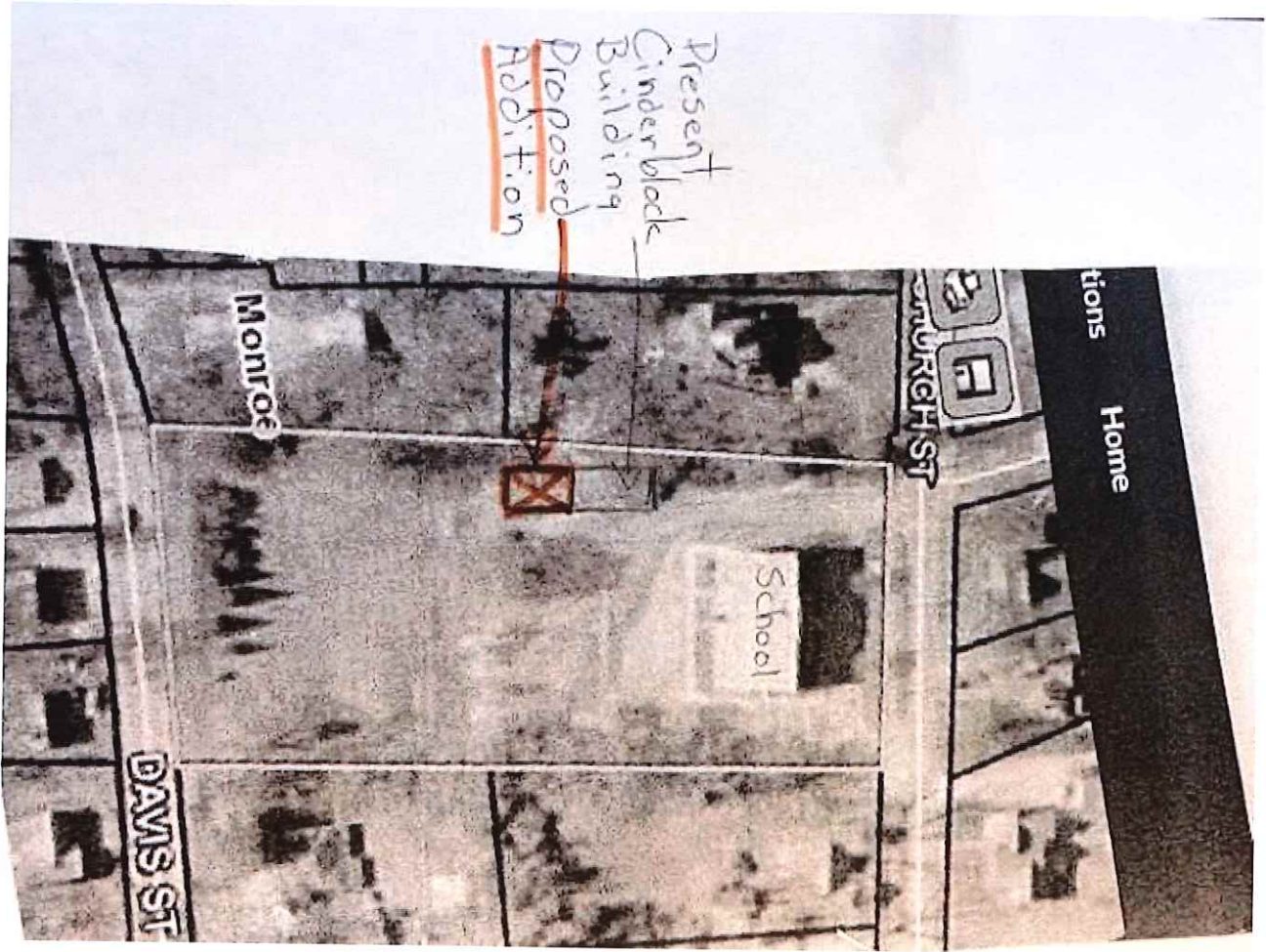














# City of Monroe

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

## HISTORIC PRESERVATION MTG PERMIT

PERMIT #:	315	DESCRIPTION:	COA for a fence
JOB ADDRESS:	249 BOULEVARD	LOT #:	
PARCEL ID:	M0180126	BLK #:	
SUBDIVISION:		ZONING:	R1
ISSUED TO:	Christopher Ray	CONTRACTOR:	Christopher Ray
ADDRESS:	249 BOULEVARD	ADDRESS:	249 BOULEVARD
CITY, STATE ZIP:	Monroe GA 30655	CITY, STATE ZIP:	Monroe GA 30655
PHONE:		PHONE:	
PROP. USE:	RESIDENTIAL	DATE ISSUED:	10/18/2021
VALUATION:	\$ 0.00	EXPIRATION:	4/16/2022
SQ FT:	0.00	PERMIT STATUS:	O
OCCP TYPE:		# OF BEDROOMS	
CNST TYPE:		# OF BATHROOMS	
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov	# OF OTHER ROOMS	

FEE CODE	DESCRIPTION	AMOUNT
COA-03	Historic Preservation Regular Meeting	\$ 10.00
<b>FEE TOTAL</b>		\$ 10.00
<b>PAYMENTS</b>		\$ -10.00
<b>BALANCE</b>		\$ 0.00

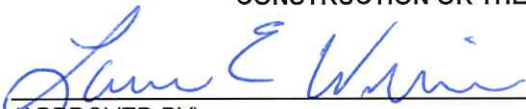
**NOTES:**

This request for a Certificate of Appropriateness for a fence at 249 Boulevard will be heard by the Historic Preservation Commission on October 26, 2021 at 6:00pm in the Council Chambers at City Hall, 215 N Broad St Monroe, GA 30655

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

10/18/21  
DATE





215 North Broad Street  
 Monroe, GA 30655  
 Tel (770) 267-3429  
 Fax (770) 267-3698

Receipt Number: R00284719 27  
 Cashier Name: LAURA WILSON  
 Terminal Number: 34  
 Receipt Date: 10/18/2021 3:10:01 PM

**Transaction Code: BP - Building Projects Payment**

Payment Method: Check Payn Reference: 6384

<b>Name: Ray, Christopher</b>	<b>\$10.00</b>
<b>Total Balance Due:</b>	<b>\$10.00</b>
Amount: \$10.00	
<b>Total Payment Received:</b>	<b>\$10.00</b>
<b>Change:</b>	<b>\$0.00</b>

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS  
MONROE HISTORIC PRESERVATION COMMISSION

**Please read the Historic Preservation Ordinance (Code Sections 8-4-1 through 8-4-91). In addition, please consult with the Code Office to determine if any other Monroe ordinances apply, and if applicable, read those ordinances.**

DATE: 10/13/2021

APPLICANT: Christopher & Ramsey Ray

APPLICANT'S ADDRESS: 249 Boulevard, Monroe GA 30655-2115

TELEPHONE NUMBER: 7702674603

PROPERTY OWNER: Christopher and Ramsey Ray

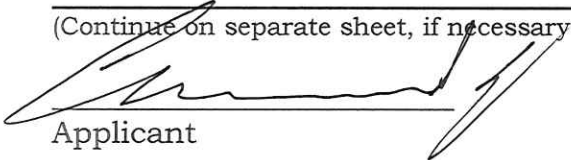
OWNER'S ADDRESS: 249 Boulevard, Monroe GA 30655-2115

TELEPHONE NUMBER: 7702674603

PROJECT ADDRESS: 249 Boulevard, Monroe GA 30655-2115

Brief description of project: A fence installed to contain the homeowners pets.

(Continue on separate sheet, if necessary.)

  
Applicant

10/13/2021  
Date

Revised 6/29/17

RECEIVED  
10/13/21  
#315



FENCE BROKERS  
Demand The Best  
846 Jefferson Hwy, Winder, GA 30680  
academyfencebrokers.com

CONTRACT

29

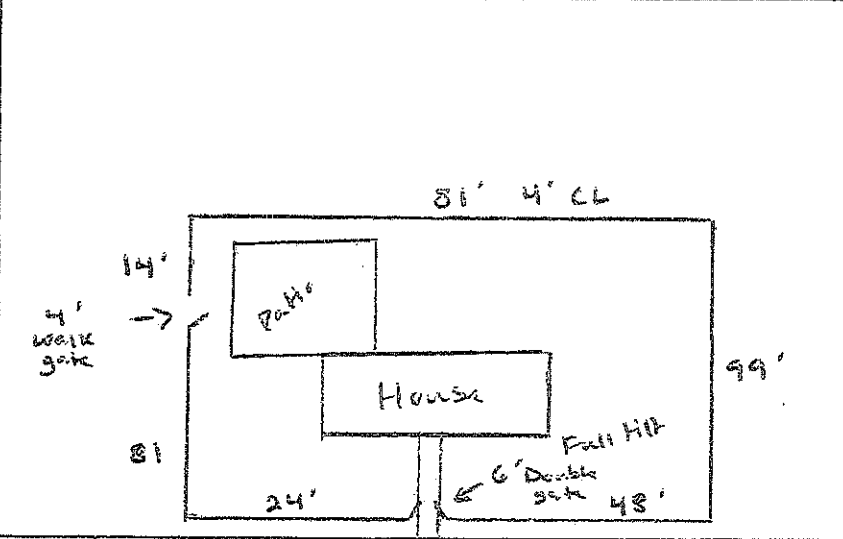
Date: 10-4-21  
AFB# \_\_\_\_\_  
Buyer(s): Ramsay Ray  
Address: 249 Blvd. ~~W~~  
City Monroe  
State GA Zip 30655  
Job Site: Same as above

Contact Person <u>Ramsay Ray</u>	Phone: <u>678-765-8811</u>
Phone #	Phone: <u>770-867-0479</u>
Cell # <u>678-773-4985</u>	Sales Rep: <u>Kyle</u>
Fax #	Cell #: <u>770-633-0890</u>
Email <u>RPray2301@gmail.com</u>	

Residential     Commercial

1"x4" Pickets <input checked="" type="checkbox"/> 1"x6" Boards _____ Cedar _____ P.T. Pine <input checked="" type="checkbox"/>		4"x4" Posts <input checked="" type="checkbox"/> 4"x6" Posts _____ 6"x6" Posts _____		2"x4" Runners (2) (3) (4)	Cedar _____ P.T. Pine <input checked="" type="checkbox"/>		<u>Picket Fence</u>
---	--	---	--	------------------------------	--	--	---------------------

Aluminum <input checked="" type="checkbox"/> Black <input type="checkbox"/> Bronze <input type="checkbox"/> Green <input type="checkbox"/> Tan <input type="checkbox"/> White <input type="checkbox"/> Speartop <input type="checkbox"/> Flat Top <input type="checkbox"/> 4 ft <input type="checkbox"/> 5 ft <input type="checkbox"/> 6 ft <input type="checkbox"/> Rail Size <u>1"</u> <input type="checkbox"/> Post Size <u>2"</u> <input type="checkbox"/> Post Tops <u>STD</u> <input type="checkbox"/> Finials _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Footage _____	Steel <input type="checkbox"/> Spear Top <input type="checkbox"/> Flat Top <input type="checkbox"/> 4 ft <input type="checkbox"/> 5 ft <input type="checkbox"/> 6 ft <input type="checkbox"/> Rail Size _____ <input type="checkbox"/> Post Size _____ <input type="checkbox"/> Post Tops _____ <input type="checkbox"/> Finials _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Footage _____
--	---



Chain Link <input type="checkbox"/> Black <input type="checkbox"/> Brown <input type="checkbox"/> Green <input type="checkbox"/> Galvanized <input type="checkbox"/> 4 ft <input type="checkbox"/> 5 ft <input type="checkbox"/> 6 ft <input type="checkbox"/> Rail Size _____ <input type="checkbox"/> Post Size _____ <input type="checkbox"/> Terminal Size _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Footage _____	PVC <input type="checkbox"/> Height _____ <input type="checkbox"/> Style _____ <input type="checkbox"/> Color _____ <input type="checkbox"/> Spacing _____ <input type="checkbox"/> Post Size _____ <input type="checkbox"/> Rail Size _____ <input type="checkbox"/> Post Tops _____ <input type="checkbox"/> # Panels _____ <input type="checkbox"/> Footage _____
--	---

Gates Single Hinges <u>1</u> Double Latch <u>1</u> In/Out Self Close _____ Post Size <u>2"</u> Frame _____ Single WxHt <u>4x4</u> Double WxHt <u>6x4</u> Full Hit <u>1</u> Jackhammer # holes _____ Core Drill @ holes _____	(Approx #'s)
---	--------------

Job Description: Install 266' of 4' Flaidian Aluminum on front and both sides of house  
will need (1) Full Hit 6' Double gate for front walk way and (1) 4x4 walk gate on patio  
Also install 81' of 4' Black vinyl chainlink on back line. Two terminals with two  
total hookups. \$ 8192.00

Same as above but picket fence on 266' = \$ 6250.00  
& Arched gates (leave 1 picket gap between each picket)  
\* spacing \* 3 1/2" spacing

By execution of this document, buyer acknowledges that he/she has read, understands and agrees to the terms and conditions set forth on the reverse and front side hereof and within any attachments. Said terms and conditions are incorporated herein by reference and may not be altered, modified, or amended without express written consent of both parties. Seller shall not be responsible for and Buyer shall hold harmless, AFB from any and all damages or liabilities resulting from any cut or damages lines including, but not limited to, gas, water, sprinkler, electric, telephone, fiber optic, cable. Buyer shall comply with all applicable statutes and codes relating to the location of utility lines.

Add 3% for credit card  
This offer guaranteed for 30 days

FOR THE SUM OF: \$ \_\_\_\_\_

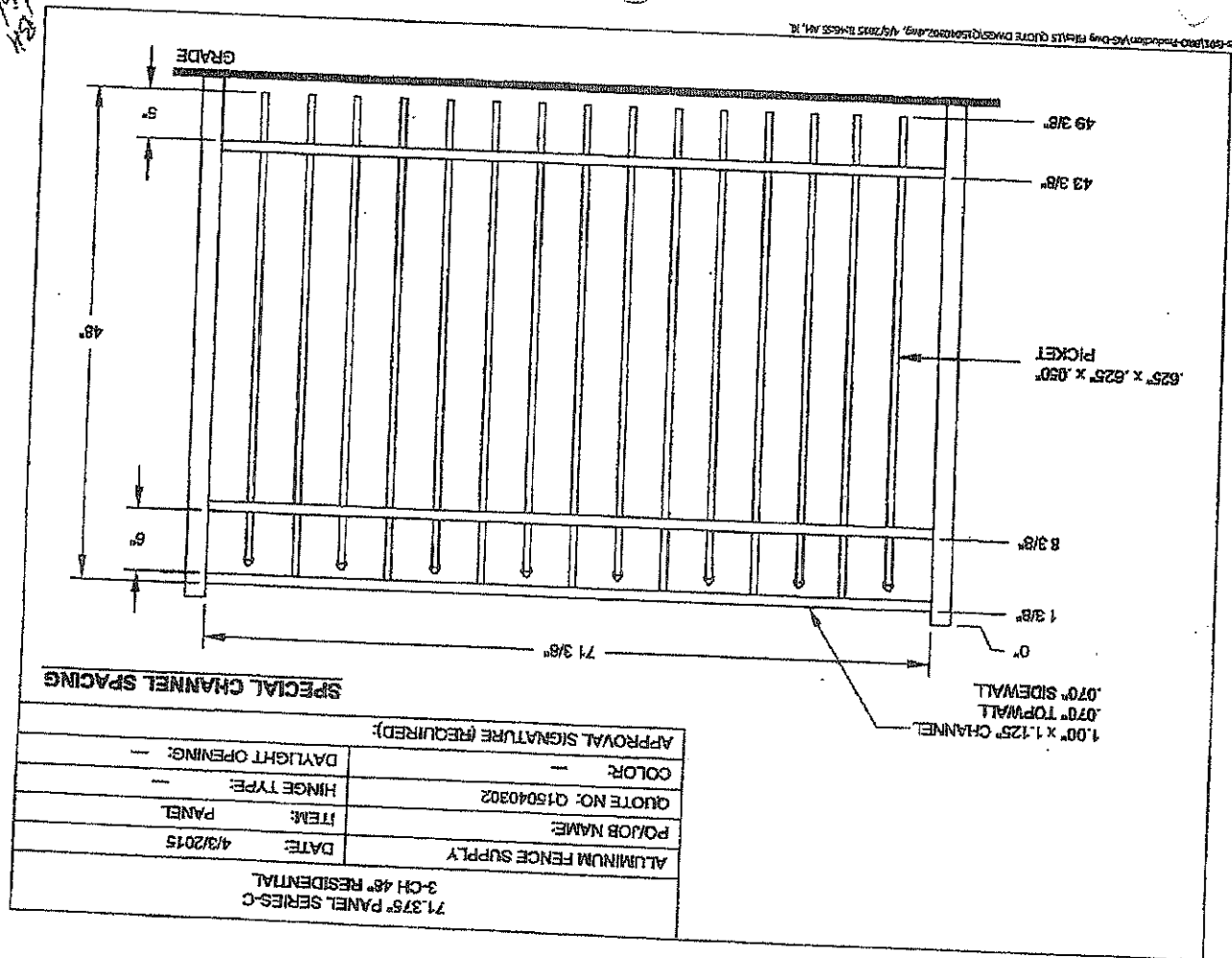
Accepted by Purchaser \_\_\_\_\_ Date \_\_\_\_\_ Tax: \$ \_\_\_\_\_

By signing this contract you are giving personal guarantee that all charges owed to AFB will be Paid In Full.

Office Use Only: Date Received: \_\_\_\_\_ Date Processed: \_\_\_\_\_ Install Date: \_\_\_\_\_

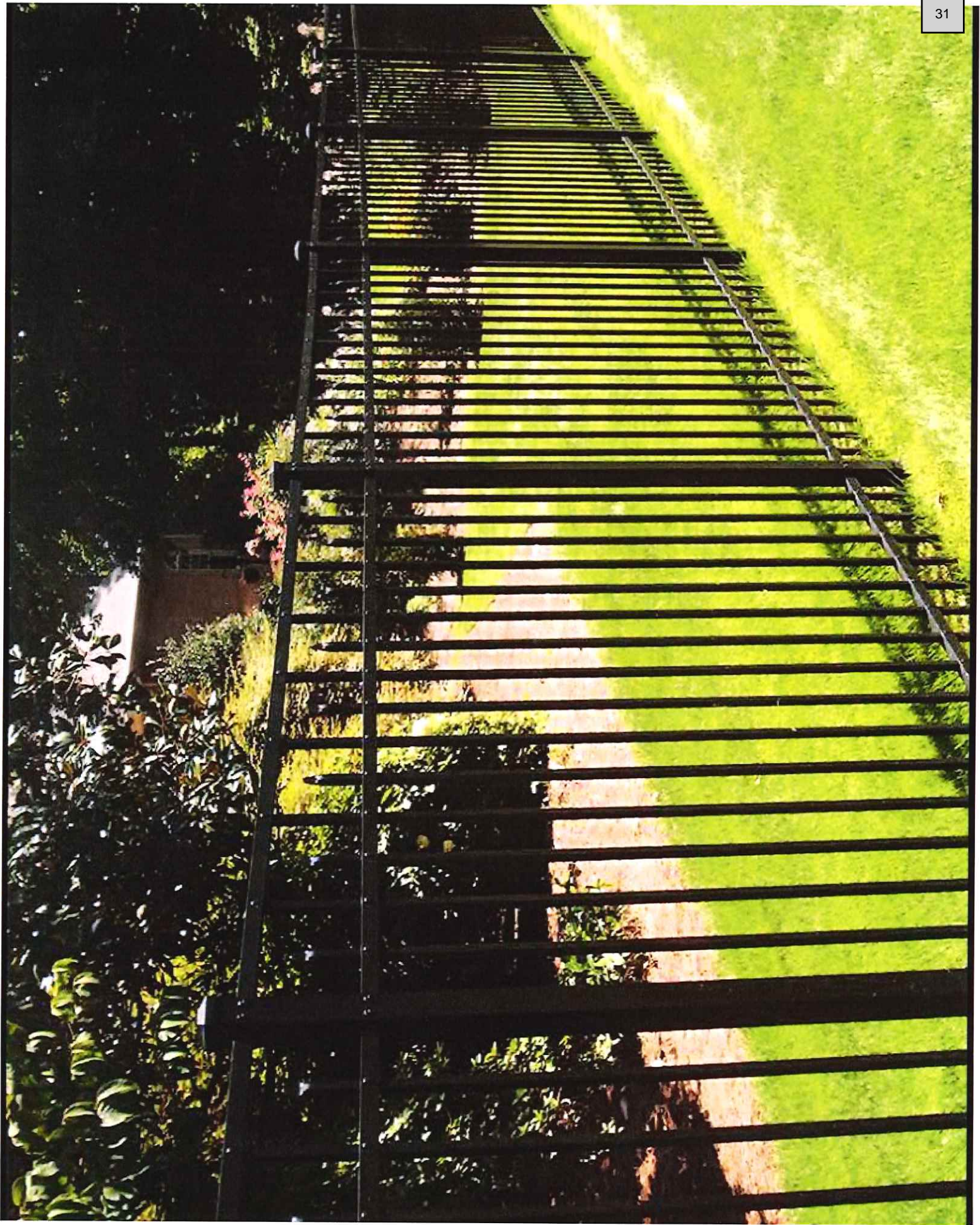
TOTAL: \$ \_\_\_\_\_  
Down Payment: \$ \_\_\_\_\_  
BALANCE: \$ \_\_\_\_\_

4/24  
4/15





Example of fence







# City of Monroe

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

## HISTORIC PRESERVATION MTG PERMIT

PERMIT #:	312	DESCRIPTION:	COA for Exterior changes: fence, gutters, garage
JOB ADDRESS:	615 EAST CHURCH STREET	LOT #:	
PARCEL ID:	M0170003	BLK #:	
SUBDIVISION:		ZONING:	R1
ISSUED TO:	Shawn Roseland	CONTRACTOR:	Shawn Roseland
ADDRESS:	615 E Church St	ADDRESS:	615 E Church St
CITY, STATE ZIP:	Monroe GA 30655	CITY, STATE ZIP:	Monroe GA 30655
PHONE:	678-858-7547	PHONE:	
PROP. USE:	RESIDENTIAL	DATE ISSUED:	10/18/2021
VALUATION:	\$ 0.00	EXPIRATION:	4/16/2022
SQ FT:	0.00	PERMIT STATUS:	O
OCCP TYPE:		# OF BEDROOMS	
CNST TYPE:		# OF BATHROOMS	
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov	# OF OTHER ROOMS	

FEE CODE	DESCRIPTION	AMOUNT
COA-03	Historic Preservation Regular Meeting	\$ 10.00
<b>FEE TOTAL</b>		\$ 10.00
<b>PAYMENTS</b>		\$ -10.00
<b>BALANCE</b>		\$ 0.00

**NOTES:**

The Historic Preservation Commission will hear this Certificate of Appropriateness request for installing a fence and gutters, removing the existing carport, and adding a detached garage on October 26, 2021 at 6:00pm 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)

10/18/21  
DATE



215 North Broad Street  
Monroe, GA 30655  
Tel (770) 267-3429  
Fax (770) 267-3698

Receipt Number: R00284482

Cashier Name: LAURA WILSON

33

Terminal Number: 34

Receipt Date: 10/18/2021 11:07:03 AM

Transaction Code: BP - Building Projects Payment

Name: Roseland, Shawn **\$10.00**

**Total Balance Due: \$10.00**

Payment Method: Check Payn Reference: 7525

Amount: \$10.00

**Total Payment Received: \$10.00**

**Change: \$0.00**

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS  
MONROE HISTORIC PRESERVATION COMMISSION

Please read the Historic Preservation Ordinance (Code Sections 8-4-1 through 8-4-91). In addition, please consult with the Code Office to determine if any other Monroe ordinances apply, and if applicable, read those ordinances.

DATE: 10/15/21

APPLICANT: Shawn & Heather Roseland

APPLICANT'S ADDRESS: 1215 E. Church Street  
Monroe GA 30655

TELEPHONE NUMBER: 678.858.7547

PROPERTY OWNER: Shawn & Heather Roseland

OWNER'S ADDRESS: (same as above)

TELEPHONE NUMBER: 678 858 7547

PROJECT ADDRESS: 1215 E. Church Street  
Monroe, GA 30655

Brief description of project: • install fence (documentation attached)  
• install gutters (documentation attached)  
• remove & replace existing carport with  
new detached garage (plans attached)

(Continue on separate sheet, if necessary.)

Heather Roseland 10/15/21  
Applicant Date

Revised 6/29/17

RECEIVED  
10/15/21 #312



PROPOSED 615 E. CHURCH STREET



fence to be 42" height  
& painted white

location: around front & sides  
of house. survey to be completed  
prior to fence installation to  
mark property lines.

Existing  
fences in  
surrounding  
area



716 E. Church Street



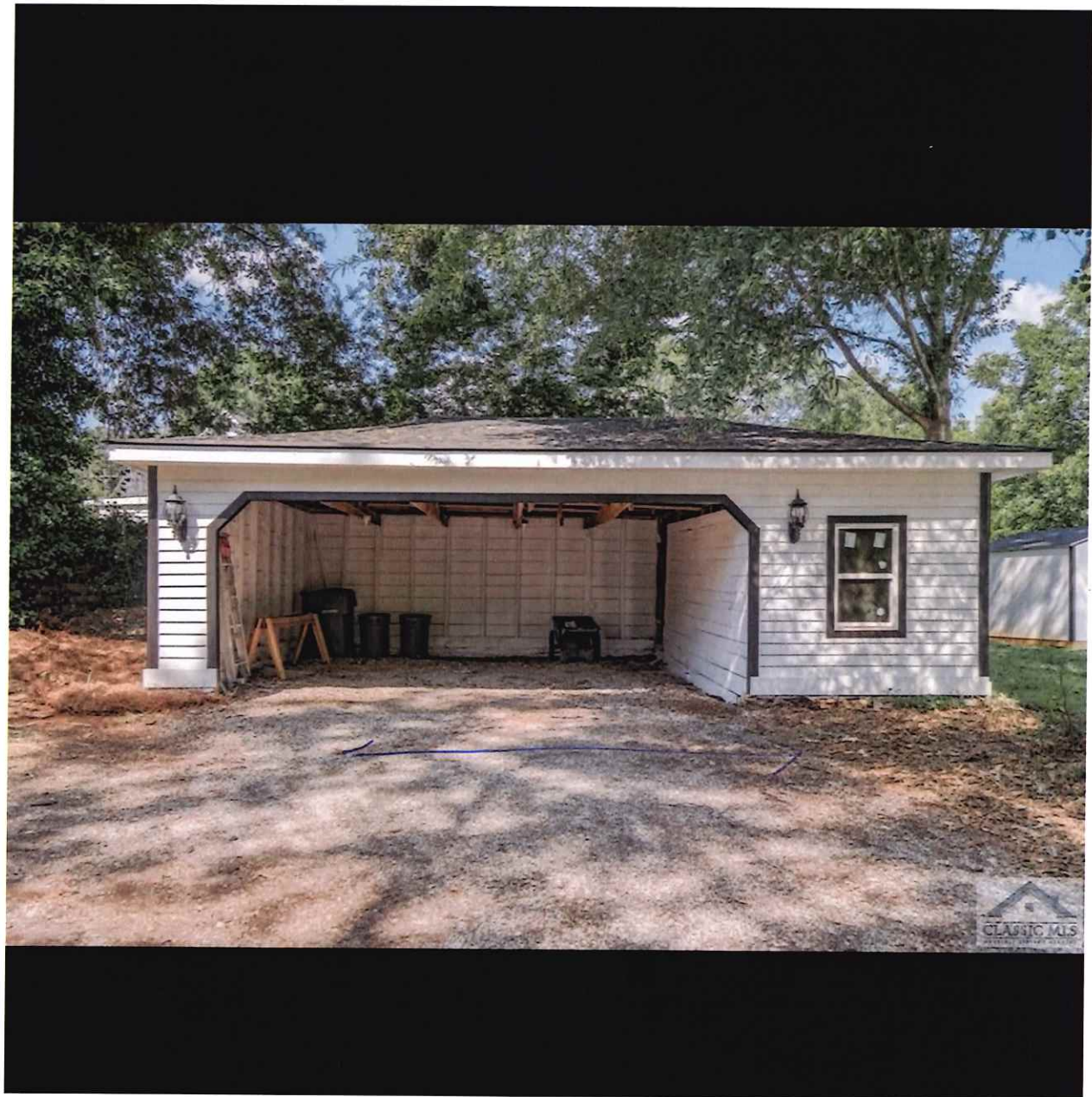
500 E. Church Street





## gutter locations

- standard gutter material on rear of house
- low profile gutters on front of house
- down spouts minimized
- all materials painted white to match house



Existing carport

W: 28 feet Depth: 24 feet

currently located in back corner  
of property.



# familyhomeplans

Plan Number 60686 | Order Code: 00WEB

FamilyHomePlans.com  
800-482-0464



Plan Number: 60686

- ▶ 2 Car Garage
- ▶ 30'6" Wide x 24'0" Deep

Available Foundation Types:

- ▶ Slab

Order Code: 00WEB

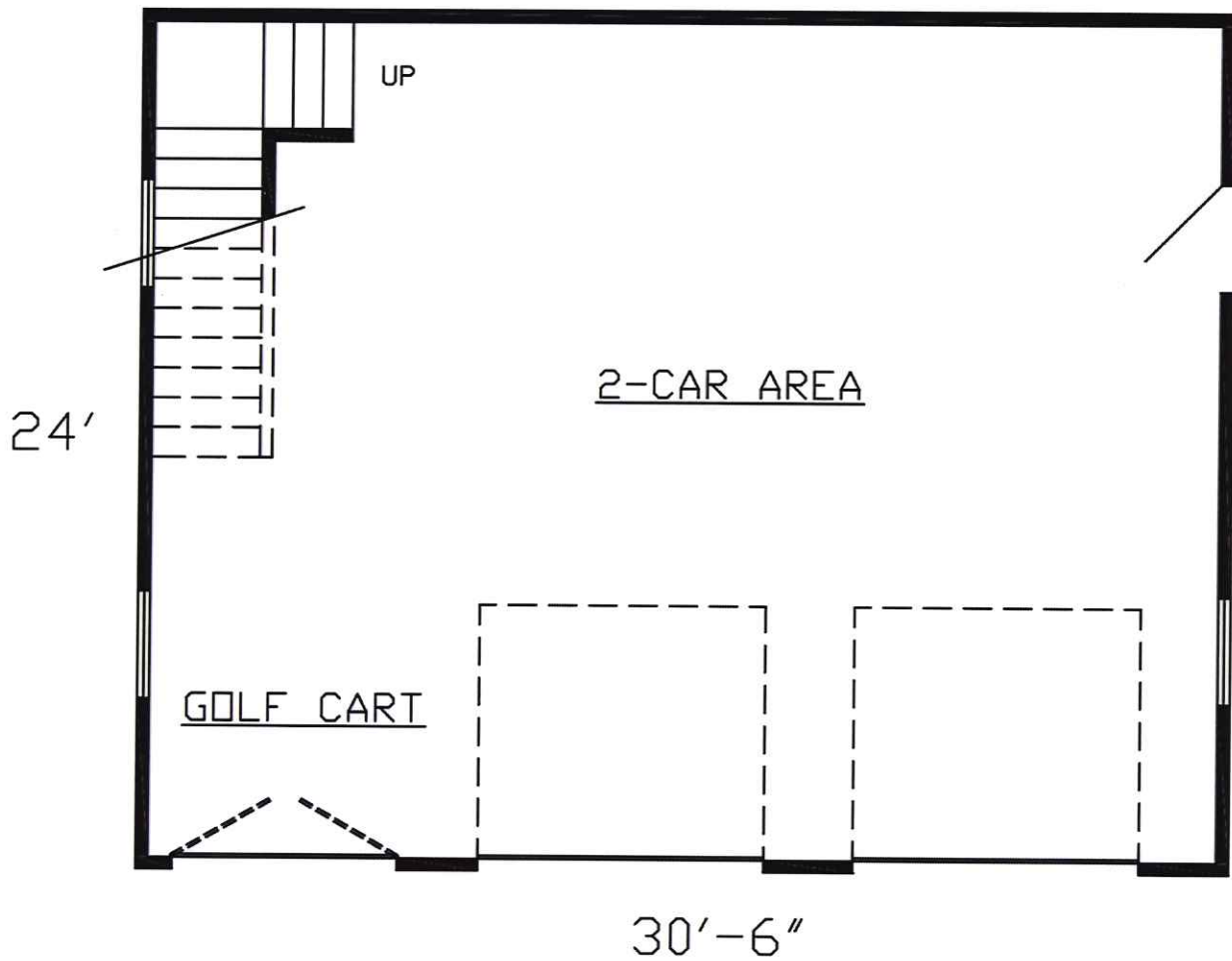
- ▶ PDF File: \$400.00
  - ▶ CAD File: \$500.00
  - ▶ Right Reading (True) Reverse: \$75.00
- All sets will be Readable Reverse copies. Turn around time is usually 3 to 5 business days.



Plan Number 60686 | Order Code: 00WEB | Elevation

REVERSE PLAN

Proposed new secure garage  
\* see next page



Plan Number 60686 | Order Code: 00WEB | First Floor Plan

↺ REVERSE PLAN

- Proposed new garage will be 2½ feet wider than existing; same depth.
- Will have a higher roofline.
- Will add brick skirting around garage to match house
- Will save & reuse as much as possible from existing garage for use in new garage.
- Would like to move forward to be in line w/ neighbors garage access to create small backyard area in yard.





# City of Monroe

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

## HISTORIC PRESERVATION MTG PERMIT

PERMIT #:	317	DESCRIPTION:	COA for Tacos N Beer sign
JOB ADDRESS:	116 N BROAD ST	LOT #:	65
PARCEL ID:	M0140157A00	BLK #:	
SUBDIVISION:		ZONING:	
ISSUED TO:	Tacos N Beer and Grill Inc	CONTRACTOR:	Tacos N Beer and Grill Inc
ADDRESS:	116 N Broad St	ADDRESS:	116 N Broad St
CITY, STATE ZIP:	Monroe GA 30655	CITY, STATE ZIP:	Monroe GA 30655
PHONE:	678-542-8663	PHONE:	
PROP. USE:		DATE ISSUED:	10/19/2021
VALUATION:	\$ 0.00	EXPIRATION:	4/17/2022
SQ FT:	0.00	PERMIT STATUS:	O
OCCP TYPE:		# OF BEDROOMS	
CNST TYPE:		# OF BATHROOMS	
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov	# OF OTHER ROOMS	

FEE CODE	DESCRIPTION	AMOUNT
COA-03	Historic Preservation Regular Meeting	\$ 10.00
<b>FEE TOTAL</b>		\$ 10.00
<b>PAYMENTS</b>		\$ -10.00
<b>BALANCE</b>		\$ 0.00


### NOTES:

This request for a Certificate of Appropriateness for a wall sign at 116 N Broad St will be heard by the Historic Preservation Commission on October 26, 2021 at 6:00pm in 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)

10/19/21  
DATE



215 North Broad Street  
Monroe, GA 30655  
Tel (770) 267-3429  
Fax (770) 267-3698

Receipt Number: R00284964

Cashier Name: LAURA WILSON

Terminal Number: 34

Receipt Date: 10/19/2021 12:11:17 PM

42

Transaction Code: BP - Building Projects Payment

Name: Tacos N Beer and Grill In \$10.00  
Total Balance Due: \$10.00

Payment Method: Cash Payment Reference:

Amount: \$10.00  
Total Payment Received: \$10.00  
Change: \$0.00



## REQUEST FOR A CERTIFICATE OF APPROPRIATENESS

Under Monroe's Historic Preservation ordinance, you are required to obtain a Certificate of Appropriateness (COA) for any exterior material change you wish to make to your property if your property is located within a historic district, or if the change would affect property in a historic district. Please see pages 3 and 4, Definitions.

The following steps must be taken in order to have your proposed change considered by the Historic Preservation Commission (HPC):

1. Stop by the Code Office at least 10 working days in advance of the next regular meeting of the HPC (the fourth Tuesday of each month at 6:00 pm), read the Historic Preservation Ordinance, and request that your proposal be added to the agenda.
2. Fill out the application for a COA and turn it in to the Code Office.
3. Pay the \$10.00 fee. If you request a "special meeting" at some date or time (other than the 4<sup>th</sup> Tuesday of every month), the fee is \$50.00. If you are requesting to demolish Historic property, the fee is \$50.00 on the regular scheduled meeting.
4. Provide all documentation which will assist the HPC in deciding if your proposed change(s) are in keeping with the historic district standards and guidelines. The more complete your presentation, the more efficiently your request can be handled. Please see the COA application for additional information.

Suggested documentation consists of all architectural drawings, sketches, pictures, diagrams, or actual examples. All documentation should be turned in to the Code Office at the time of your application, as it gives HPC members time to consider your request prior to the meeting. Physical samples, if applicable, should be brought with you to the meeting.

5. Appear at the meeting on the scheduled day and time to present your proposal.

Thank you, the HPC looks forward to considering your request.



**Please read the following directions for completing the Request for COA Application.**

Attach photograph(s) of existing condition of property necessary to show all areas affected.

Attach plans, sketches, drawings, and diagrams of the project and detail the materials that will be used.

Provide such other information that is necessary for the HPC to adequately consider the application in light of the following criteria.

In reviewing applications for COAs, the HPC's duties include taking into account the historic and architectural significance of the structure and maintaining maps showing the historic and architectural significance of structures in the Historic Districts.

In its review, the HPC shall also take into account the following elements to ensure that the exterior form and appearance of the structure is consistent with the historical and visual character of the District:

1. The height of the building in relation to the average height of the nearest adjacent and opposite buildings;
2. The setback and placement of the building on the lot in relation to the average setback and placement of the nearest adjacent and opposite building;
3. Exterior construction materials, including textures and patterns.
4. Architectural detailing, such as lintels, cornices, brick bond, and foundation materials;
5. Roof shapes, forms, and materials;
6. Proportions, shapes, positioning and locations, patterns and sizes of any elements of fenestration.

The **Code Office** will post a notice which will notify all affected property owners of the material change being requested not less than seven (7) days prior to the meeting at which the request for a COA is to be considered. The applicant and the affected property owners will be given an opportunity to be heard at the meeting in which the application is presented.

**DEFINITIONS:**

A "material change in appearance" means a change that will affect either the exterior architectural or environmental features of a historic property or any structure, site, or work of art within a historic district, and may include any one or more of the following:



1. A reconstruction or alteration of the size, shape, or façade, including any of the architectural elements or details;
2. Demolition;
3. Commencement of excavation for construction purposes;
4. A change in the location of advertising visible from the public right-of-way; and
5. The erection, alteration, restoration, or removal of any building or other structure within a historic property or district, including walls, fences, steps and pavements, or other appurtenant features.

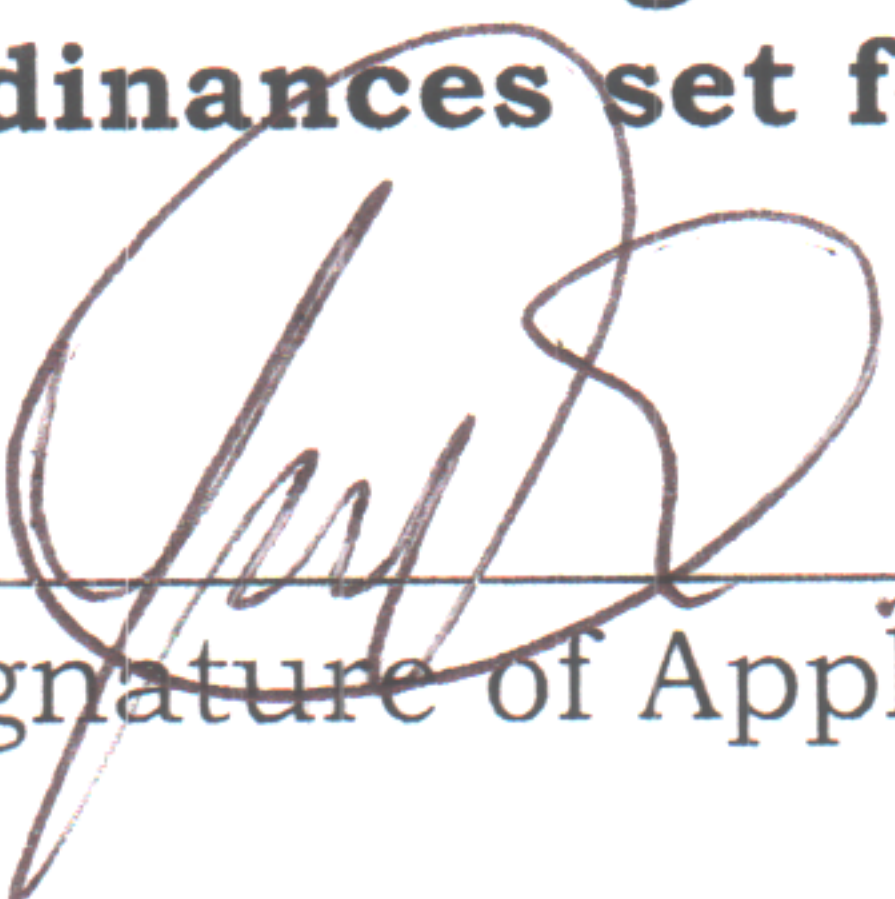
[Sec. 8-4-2(f)]

“Exterior architectural features” means the architectural style, general design, and general arrangement of the exterior of a building or other structure, including but not limited to, the kind or texture of the building material and the type and style of all windows, doors, signs, and other appurtenant architectural fixtures, features, details, or elements relative to the foregoing [Sec. 8-4-2(b)].

“Exterior environmental features” means all those aspects of the landscape or the development of the site which affect the historical character of the property [Sec. 8-4-2(c)].

Ordinary maintenance or repair of any exterior architectural feature in or on a historic property that does not involve a material change in design, material, or outer appearance is excluded from review. [Sec. 8-4-81]

**I acknowledge that I have read this material and will abide by the ordinances set forth.**

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

10/15/2021  
Date



APPLICATION FOR CERTIFICATE OF APPROPRIATENESS  
MONROE HISTORIC PRESERVATION COMMISSION

Please read the Historic Preservation Ordinance (Code Sections 8-4-1 through 8-4-91). In addition, please consult with the Code Office to determine if any other Monroe ordinances apply, and if applicable, read those ordinances.

DATE: 10/15/2021

APPLICANT: Tacos N Beer and Grill Inc

APPLICANT'S ADDRESS: 116 N Broad St  
Monroe GA 30655

TELEPHONE NUMBER: 404-579-0225

PROPERTY OWNER: Abhiram Karapoti

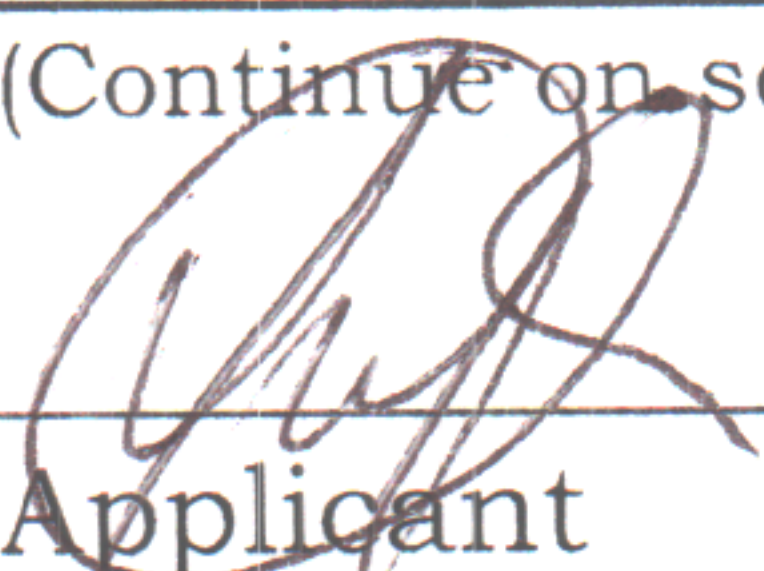
OWNER'S ADDRESS: 201 Dawn River Cove  
Austin Texas 78729

TELEPHONE NUMBER: 512-912-6129

PROJECT ADDRESS: 116 N Broad St  
Monroe GA 30655

Brief description of project: New Business sign with Business name.  
Tacos & Beer and Grill Inc Business sign -  
Non Illuminated for Business recognition & Name.

(Continue on separate sheet, if necessary.)

  
Applicant

10/15/2021  
Date

Revised 6/29/17



# Sign Section

Description: Flat Sign: Wood and aluminum.



**Non illumination**

## Installation



Zinc-Plated Toggle Bolt  
with Round-Head  
Phillips Drive Screw

# Performance Signs