



Planning Commission

AGENDA

Tuesday, April 15, 2025

6:00 PM

City Hall

I. **CALL TO ORDER**

II. **ROLL CALL**

III. **APPROVAL OF AGENDA**

IV. **MINUTES OF PREVIOUS MEETING**

[1.](#) January 21, 2025 Minutes

V. **REPORT FROM CODE ENFORCEMENT OFFICER**

VI. **OLD BUSINESS**

VII. **NEW BUSINESS**

[1.](#) Preliminary Plat #3716 - Ayefour Development Phase II

VIII. **ADJOURNMENT**

**MONROE PLANNING COMMISSION
MEETING MINUTES – January 21, 2025**

Present: Shauna Mathias (via phone), Kim Jolly, Randy Camp, Rosalind Parks (via phone), Chairman Mike Eckles

Absent: None

Staff: Brad Callender – City Planner
Laura Wilson – City Clerk

Visitors: Ned Butler

Call to Order:

Chairman Eckles called the Planning Commission meeting to order at 5:57 pm.

Approval of Agenda:

Chairman Eckles called for a motion to approve the agenda;

Motion Camp,
Second Mathias.
Motion carried unanimously

Minutes of Previous Meeting(s):

Chairman Eckles asked if everyone has reviewed the November 19, 2024 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 November 19, 2024 minutes;

Motion Camp,
Second Parks.
Motion carried unanimously

Report from Code Officer:

Brad Callender stated the Planning Commission members were all given a copy of Zoning Ordinance that City Council had approved and adopted in December. There would likely be no ordinance amendments for some time.

Old Business:

None

New Business:

The First Item of Business: Petition for Deannexation for a 141-acre property located on the north side of Hwy 78, along the west side of the Alcovy River. The Walton County Board of Commissioners consented to the deannexation on November 5, 2024. Staff recommends to grant the deannexation approval as requested without conditions. Mr. Callender shared there is no economic benefit to the city in retaining this property. There have never been utilities extended past the Alcovy River on Hwy 78 and there are currently no plans to develop the property. The property was placed into a permanent federal conservation program.

Chairman Eckles asked if anyone was present to speak or represent in favor of the application.

Ned Butler with MFT Investments, shared they have the property under contract with an individual who is going to build one house on it. Individual plans to use it as a personal residence and hunting property.

Chairman Eckles asked if the intent was to only build a home and nothing else. Mr. Butler stated the easement would only allow a home and ancillary buildings like a barn.

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

Chairman Eckles called for a motion to approve the request;

Motion Mathias,
Second Parks.
Motion carried unanimously

Adjournment:

Chairman Eckles entertained a motion to adjourn;

Motion Mathias,
Second Parks,
Meeting adjourned, 6:02 pm.



Planning & Zoning City of Monroe, Georgia

PRELIMINARY PLAT STAFF REPORT

APPLICATION SUMMARY

PRELIMINARY PLAT CASE #: 3716

DATE: April 9, 2025

STAFF REPORT BY: Brad Callender, Planning & Zoning Director

PROJECT NAME: Ayefour Development, Phase II

DEVELOPER: Ayefour Development, Inc.

PROPERTY OWNER: Rowell Family Partnership, Still Family Realty, LLC & Ayefour Development, Inc.

DESIGN CONSULTANT: Precision Planning

LOCATION: North side of Charlotte Rowell Blvd., west side of N. Broad St., south side of Double Springs Church Rd., and the east side of Double Springs Church Road Connector

ACREAGE: ±17.758

EXISTING ZONING: B-3 (Highway Commercial District)

EXISTING LAND USE: Partially developed with undedicated streets

ACTION REQUESTED: The owner is requesting Preliminary Plat approval to subdivide the property into 6 commercial lots.

STAFF RECOMMENDATION: Staff recommends approval of this Preliminary Plat as submitted.

DATE OF SCHEDULED PUBLIC HEARINGS

PLANNING COMMISSION: April 15, 2025

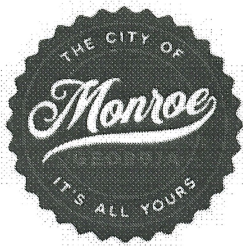
PRELIMINARY PLAT SUMMARY

The applicant is requesting renewal of a Preliminary Plat to subdivide two existing properties into 6 commercial lots. The original Preliminary Plat for the project was approved by the City Council on July 17, 2023. The original Preliminary Plat expired on July 17, 2024 due to no Site Development Plans being approved before the expiration. The purpose of this request is to renew the original Preliminary Plat approval. The development consists of 6 commercial lots accessed off one new local street, an extension of Saratoga Way, and a realignment of Double Springs Church Road.

PROJECT SUMMARY:

- Project Name – Ayefour Development Phase II
- Development Type – Commercial Subdivision
- Total Site Area – ±17.758 Acres
 - Project Acreage – ±16.423 Acres
 - Right-of-Way to be Dedicated – ±1.136 Acres
- Proposed Lots – 6; smallest lot ±1.00 acres and largest lot ±9.996 acres

3716



CITY OF MONROE PRELIMINARY PLAT APPLICATION

Project Name: Ayefour Development Phase II

Project Location: North Broad Street

Development Type: Commercial Subdivision

Parcel #: M0040003 & M00500045 Acreage: 16.423 Total Lots or Units: 6

Applicant: Lee Rowell Phone #: 770-318-6153

Address: P.O. Box 1936 City: Monroe State: GA Zip: 30655

Property Owner: Ayefour Development, Inc. Phone #: 770-385-7500

Address: P.O. Box 1936 City: Monroe State: GA Zip: 30655

Developer: Lee Rowell Phone #: 770-318-6153

Address: P.O. Box 1936 City: Monroe State: GA Zip: 30655

Designer: Precision Planning, Inc. Phone #: 770-338-8000

Address: 400 Pike Boulevard City: Lawrenceville State: GA Zip: 30045

I HEREBY CERTIFY THAT I HAVE EXAMINED AND UNDERSTAND ALL INFORMATION ON THIS APPLICATION AND THAT THE ABOVE STATEMENTS AND INFORMATION SUPPLIED BY ME 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.

SIGNATURE OF APPLICANT:  DATE: 3/20/25

SIGNATURE OF OWNER:  DATE: 3/20/25

FEE: \$30 PER LOT/UNIT; \$150 MINIMUM

It is the responsibility of the applicant and not the staff to ensure that a complete application with all required materials are submitted. Applications and submittals found to be incomplete and incorrect will be rejected.

PROPERTY INFORMATION:
1245 & 1125 NORTH BROAD STREET
MONROE, GEORGIA 30655
TAX PARCELS: M0050045, M0040003 & M0040003A00
ZONED B3 (HIGHWAY COMMERCIAL, DISTRICT) ZONING INFORMATION TAKEN FROM CITY OF MONROE ZONING MAP DATED 7/9/2021.

OWNER/DEVELOPER
LEE ROWELL
P.O. BOX 1936
MONROE, GA 30655
CONTACT: LEE ROWELL
PHONE: 770-385-7500

SURVEYOR:
PRECISION PLANNING INC.
400 PIKE BOULEVARD
LAWRENCEVILLE, GEORGIA 30046
CONTACT: DONNY JAMES
PHONE: (770) 338-8000
W2LDJ@ppi.us

PLAT & DEED REFERENCES:
- RIGHT-OF-WAY ABANDONMENT PLAT FOR LEE ROWELL, PREPARED BY PRECISION PLANNING, INC. (JOB# 12198), DATED 2/11/16, REVISED 11/17, RECORDED IN PLAT BOOK 115, PAGE 6, WALTON COUNTY RECORDS.
- SURVEY FOR AYEFOUR DEVELOPMENT, PREPARED BY PRECISION PLANNING, INC. (JOB# 08129), DATED 7/18/08, RECORDED IN PLAT BOOK 104, PAGE 62, WALTON COUNTY RECORDS.

- RIGHT-OF-WAY ABANDONMENT PLAT FOR LEE ROWELL, PREPARED BY PRECISION PLANNING, INC. (JOB# 08129), DATED 2/11/16, REVISED 11/17, RECORDED IN PLAT BOOK 115, PAGE 6, WALTON COUNTY RECORDS.
- ALTA/CASM LAND TITLE SURVEY FOR UNITED STATES POSTAL SERVICE, PREPARED BY PRECISION PLANNING, INC. (JOB# 08158), DATED 4/11/08, LAST REVISED 9/11/08.
- ALTA/CASM LAND TITLE SURVEY FOR WH CAPITAL, LLC, PREPARED BY PRECISION PLANNING, INC. (JOB# 08227), DATED 9/17/08, LAST REVISED 10/2/08.

- GEORGIA DEPARTMENT OF TRANSPORTATION RIGHT-OF-WAY PLANS FOR CHARLOTTE ROWELL BOULEVARD, PREPARED BY PRECISION PLANNING, INC. (JOB# 05274A) DATED 9/20/01, GDOT PROJECT# CSSTP-0007-00 9103)
OTHERS AS NOTED ON SURVEY

ALL DEED & PLAT REFERENCES SHOWN HEREON ARE RECORDED IN THE CLERK OF SUPERIOR COURTS' OFFICE OF WALTON COUNTY, GEORGIA.
THIS SURVEY WAS PREPARED WITHOUT THE BENEFIT OF AN ABSTRACT OF TITLE. THE TITLE RESEARCH PERFORMED IN THE PREPARATION OF THIS SURVEY IS LIMITED TO THE INFORMATION NECESSARY TO RETRACE THE BOUNDARY LINES OF THE SUBJECT PROPERTY AND THE ADJACENTS. THIS SURVEY DOES NOT CONSTITUTE A TITLE EXAMINATION BY THE SURVEYOR. MATTERS OF RECORD WHICH AFFECT THE SUBJECT PROPERTY MAY NOT BE SHOWN HEREON.

SURVEY NOTES:
1) ALL AREA INCLUDES EASEMENTS WITHIN.
2) THIS IS A PRELIMINARY PLAT FOR APPROVAL & IS NOT TO BE USED TO TRANSFER OR CONVEY PROPERTY. A SUBDIVISION PLAT WILL BE PREPARED AT A LATER DATE FOR SUBDIVISION PURPOSES.
3) THE CERTIFICATION AS SHOWN HEREON, IS PURELY A STATEMENT OF PROFESSIONAL OPINION BASED ON KNOWLEDGE, INFORMATION AND BELIEF, AND BASED ON EXISTING FIELD EVIDENCE AND DOCUMENTARY EVIDENCE AVAILABLE. THE CERTIFICATION IS NOT AN EXPRESSED OR IMPLIED WARRANTY OR GUARANTEE.
4) THIS SURVEY COMPLIES WITH BOTH THE RULES OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND THE OFFICIAL CODE OF GEORGIA ANNOTATED (OCGA) 15-6-67 AS AMENDED BY HB1004 (2016), IN THAT WHERE A CONFLICT EXISTS BETWEEN THOSE TWO SETS OF SPECIFICATIONS, THE REQUIREMENTS OF LAW PREVAIL.

EQUIPMENT USED:
A TRIMBLE S6 ROBOTIC TOTAL STATION & A CARLSON BRX7 GNSS MULTI-FREQUENCY (L1/L2/L5) RECEIVER, CONNECTED TO THE eGPS GNSS REAL TIME NETWORK WAS USED TO OBTAIN THE LINEAR & ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAT.

FIELD CLOSURE STATEMENT:
THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 40,109 & AN ANGULAR ERROR OF 1.9 SECONDS PER ANGLE POINT & WAS ADJUSTED USING LEAST SQUARES.

THIS PLAT IS BASED ON FIELD RUN BOUNDARY SURVEY PERFORMED BY PPI & WAS COMPLETED ON 02/17/2023.

PLAT CLOSURE STATEMENT:
THIS PLAT HAS BEEN CALCULATED FOR CLOSURE & IS ACCURATE WITHIN ONE FOOT IN
TRACT 1= 1,265,365 FEET.
TRACT 2= 664,215 FEET.
TRACT 3= 1,594,390 FEET.
TRACT 4= 80,687,446 FEET.
TRACT 5= 6,622,645 FEET.
TRACT 6= 483,202 FEET.

HORIZONTAL & VERTICAL DATUM:
HORIZONTAL: NORTH AMERICAN DATUM OF 1983(2011) GEORGIA STATE PLANE, WEST ZONE.
VERTICAL: NORTH AMERICAN VERTICAL DATUM OF 1988. ORTHOMETRIC HEIGHTS WERE COMPUTED USING GDA11.
UNIT OF MEASUREMENTS IS U.S. SURVEY FOOT.
DISTANCES SHOWN ARE HORIZONTAL AT GROUND LEVEL.
THE DATUMS FOR THIS SURVEY WERE ESTABLISHED UTILIZING GLOBAL NAVIGATION SATELLITE SYSTEM (GNSS) BASED ON POSITIONAL VALUES FOR THE VIRTUAL REFERENCE STATION NETWORK (VRS) PROVIDED BY eGPS SOLUTIONS.

FLOOD NOTE:
BY GRAPHICAL PLOTTING ONLY, NO PORTION OF THE SURVEYED AREA LIES WITHIN A 100 YEAR FLOOD HAZARD AREA PER FIRM PANEL 13297C0130F, DATED DECEMBER 15, 2022.

THIS OPINION IS NOT A CERTIFICATION OF FLOOD HAZARD STATUS, BUT IS AN INTERPRETATION OF THE REFERENCED MAP AND PUBLIC DATA. IF THE EXACT LOCATION OF ELEVATION(S) OF FLOOD HAZARD BOUNDARIES ARE NECESSARY, A MORE DETAILED STUDY MAY BE NEEDED. THIS FIRM ASSUMES NO RESPONSIBILITY OR LIABILITY FOR THE ACCURACY OF THE ABOVE REFERENCED MAP OR PUBLIC DATA.

THIS PLAT WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON(S) OR ENTITY NAMED IN THE CERTIFICATE HEREON. SAID CERTIFICATE DOES NOT EXTEND TO ANY UNNAMED PERSON WITHOUT AN EXPRESS RE-CERTIFICATION BY THE SURVEYOR NAMING SAID PERSON. PURSUANT TO RULE 180-6-09 OF THE GEORGIA STATE BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS, THE TERM "CERTIFY" OR "CERTIFICATION" RELATING TO LAND SURVEYING SERVICES SHALL MEAN A SIGNED STATEMENT BASED ON FACTS AND KNOWLEDGE KNOWN TO THE LAND SURVEYOR AND IS NOT A GUARANTEE OR WARRANTY EITHER EXPRESSED OR IMPLIED.

INFORMATION REGARDING THE REPUTED PRESENCE, SIZE, CHARACTER AND LOCATION OF EXISTING UNDERGROUND UTILITIES AND STRUCTURES IS SHOWN HEREON. THERE IS NO CERTAINTY OF THE ACCURACY OF THIS INFORMATION AND IT SHALL BE CONSIDERED IN THAT LIGHT BY THOSE USING THIS DRAWING. THE LOCATION AND ARRANGEMENT OF UNDERGROUND UTILITIES AND STRUCTURES SHOWN HEREON MAY BE INACCURATE AND UTILITIES AND STRUCTURES NOT SHOWN MAY BE ENCOUNTERED. THE OWNER, HIS EMPLOYEES, HIS CONSULTANTS AND HIS CONTRACTORS SHALL HEREBY DISTINCTLY UNDERSTAND THAT THE SURVEYOR IS NOT RESPONSIBLE FOR THE CORRECTNESS OR SUFFICIENCY OF THIS INFORMATION.

- GENERAL NOTES
1. ZONED B3, CONTAINS 6 LOTS, AND IS LOCATED IN THE CITY OF MONROE. PROPOSED USE IS COMMERCIAL BUSINESS.
2. YARD REQUIREMENTS: FRONT = 35 FT REAR = 20 FT SIDE = 15 FT MINIMUM LOT SIZE = NONE MINIMUM LOT WIDTH = 100 FT
3. ALL CONSTRUCTION TO COMPLY WITH CITY OF MONROE STANDARDS.
4. EACH BUILDING AND ITS RELATIVE LOCATION TO PROPERTY LINES AND OTHER STRUCTURES SHALL COMPLY WITH THE 2012 INTERNATIONAL BUILDING CODE (IBC) WITH GEORGIA STATE AMENDMENTS WITH REGARDS TO THE HEIGHT AND AREA REQUIREMENTS OF IBC TABLE 503 AND THE FIRE RESISTANCE AND HORIZONTAL SEPARATION REQUIREMENTS OF IBC TABLES 601 AND 602.
5. THE CITY OF MONROE ASSUMES NO RESPONSIBILITY FOR OVERFLOW OR EROSION OF NATURAL OR ARTIFICIAL DRAINS BEYOND THE EXTENT OF THE STREET RIGHT OF WAY, OR FOR THE EXTENSION OF CULVERTS BEYOND THE POINT SHOWN ON THE APPROVED AND RECORDED SUBDIVISION PLAT.
6. TWO (2) CONTOUR INTERVAL SHOWN TAKEN FROM NOAA TOPOGRAPHIC SURVEY.

- B3 COMMERCIAL ZONING DISTRICT STANDARDS:
-LOTS:
-MINIMUM LOT AREA: NONE
-LOT COVERAGE, MAX: 60%
-MINIMUM LOT WIDTH, MIN: 100'
-MINIMUM FRONTAGE, MIN: 100'
-MINIMUM YARD REQUIREMENTS: FRONT: 35 FEET SIDE: 15 FEET REAR: 20 FEET
-BUILDINGS:
-MAXIMUM HEIGHT: 35 FEET
-MINIMUM BUILDING GROUND FLOOR AREA, MIN: 2,000 SQUARE FEET

AUTHORIZATION STATEMENT:
I HEREBY SUBMIT THIS PRELIMINARY PLAT AS AUTHORIZED AGENT/OWNER OF ALL PROPERTY SHOWN THEREON, AND CERTIFY THAT ALL CONTIGUOUS PROPERTY UNDER MY OWNERSHIP OR CONTROL IS INCLUDED WITHIN THE BOUNDARIES OF THIS PRELIMINARY PLAT, AS REQUIRED BY THE DEVELOPMENT REGULATIONS.

SIGNATURE OF AUTHORIZED AGENT/OWNER DATE

CERTIFICATE OF APPROVAL BY THE CODE ENFORCEMENT OFFICE:
THIS PRELIMINARY PLAT HAS BEEN REVIEWED AND APPROVED FOR GENERAL COMPLIANCE WITH THE ZONING ORDINANCE AND DEVELOPMENT REGULATIONS OF THE CITY OF MONROE.

CODE ENFORCEMENT OFFICER DATE

CERTIFICATE OF APPROVAL BY PLANNING COMMISSION:
THE PRELIMINARY PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE ZONING ORDINANCE AND THE DEVELOPMENT REGULATIONS OF THE CITY OF MONROE AND IS HEREBY GIVEN APPROVAL BY THE CITY OF MONROE PLANNING COMMISSION. THIS APPROVAL DOES NOT CONSTITUTE APPROVAL OF A FINAL PLAT. THIS CERTIFICATE OF APPROVAL SHALL EXPIRE AND BE NULL AND VOID ONE (1) YEAR FROM THE DATE OF THIS CERTIFICATE OF APPROVAL IF NO SITE DEVELOPMENT PLANS ARE APPROVED AND NO FINAL PLAT IS RECORDED. IF SITE DEVELOPMENT PLANS ARE APPROVED WITHIN ONE (1) YEAR FROM THE DATE OF THIS CERTIFICATE OF APPROVAL, THIS CERTIFICATE OF APPROVAL SHALL EXTEND TO THE EXPIRATION OF THE SITE DEVELOPMENT PLANS. IF NO FINAL PLAT IS RECORDED BY THE EXPIRATION OF THE SITE DEVELOPMENT PLANS, THEN THIS CERTIFICATE OF APPROVAL SHALL EXPIRE AND BE NULL AND VOID IN ITS ENTIRETY AND SHALL REQUIRE A NEW PRELIMINARY PLAT APPROVAL BY THE CITY OF MONROE MAYOR AND COUNCIL.

DATED THIS DAY OF 2025

BY: CHAIRMAN

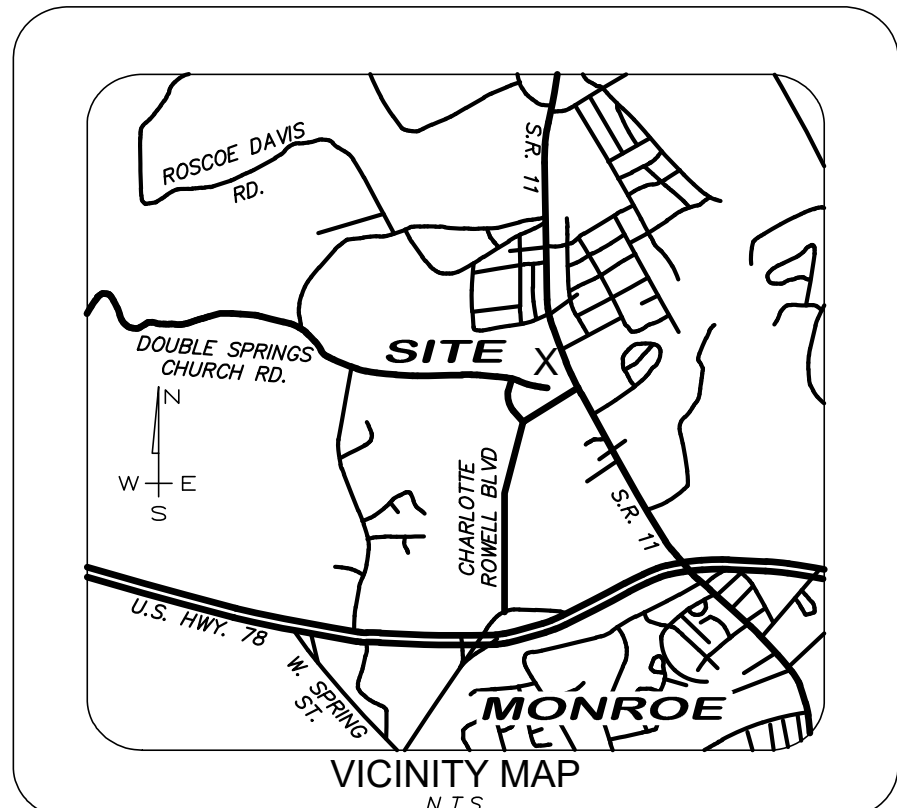
BY: SECRETARY

WATER SERVICE NOTE:
LOTS TO BE SERVED BY CITY WATER.
WASTE WATER NOTE:
LOTS TO BE SERVED BY CITY GRAVITY SANITARY SEWER.

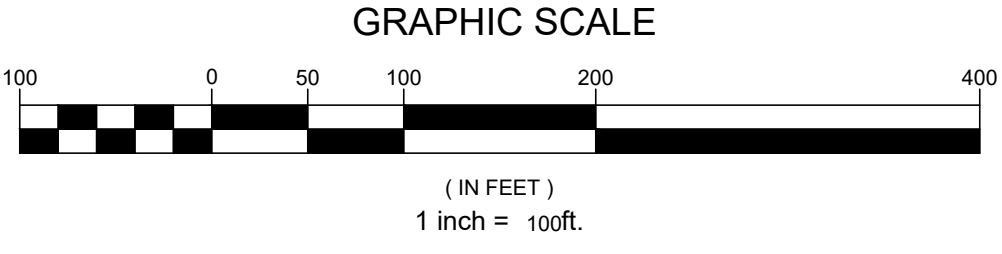
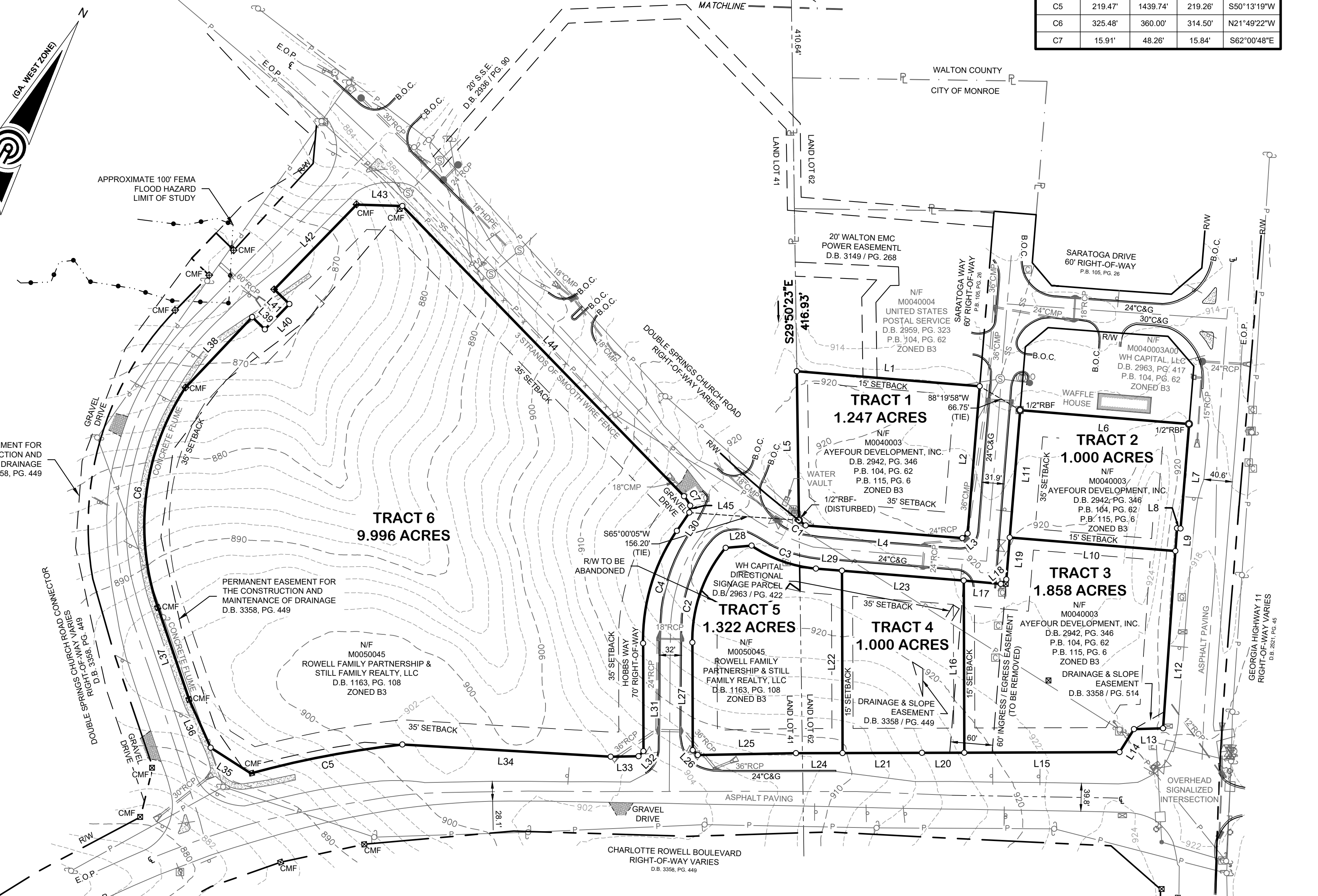
LINE TABLE with columns: LINE, LENGTH, BEARING. Lists 21 line segments (L1-L21) with their respective measurements and bearings.

LEGEND: A collection of symbols and abbreviations used in the survey drawing, such as 'R/F', 'CMF', 'CONCRETE MONUMENT FOUND', 'IRON PIN FOUND', etc.

AREA SUMMARY:
TRACT 1 = 1.247 ACRES
TRACT 2 = 1.000 ACRES
TRACT 3 = 1.858 ACRES
TRACT 4 = 1.000 ACRES
TRACT 5 = 1.322 ACRES
TRACT 6 = 1.996 ACRES
TOTAL ACRES = 16.423 ACRES
(TOTAL CONTAINS 1.136 ACRES OF RIGHT-OF-WAY TO BE DEDICATED & 0.199 ACRES OF RIGHT-OF-WAY TO BE ABANDONED)



CURVE TABLE: A table with columns: CURVE, LENGTH, RADIUS, CHORD, BEARING. Lists curve data for C1 through C7.



Professional seal and title block for Precision Planning Inc., including 'PRECISION Planning Inc. LAND SURVEYOR', 'AYEFOUR DEVELOPMENT PHASE II PRELIMINARY PLAT', 'SHEET TITLE', 'DATE 03/10/2023', 'S08129', 'PPI PROJECT NO.', and '1 OF 1'.