



## Planning Commission Meeting

### AGENDA

**Tuesday, June 20, 2023**  
**5:30 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 from Previous Meeting 5-16-2023
  - V. **REPORT FROM CODE ENFORCEMENT OFFICER**
  - VI. **OLD BUSINESS**
  - VII. **NEW BUSINESS**
    1. Request for Conditional Use Permit - Residential Use in M-1 - 533 Plaza Dr.
    2. Request for Rezone - R-2 to R-1A - 408 Knight St.
    3. Request for COA - Parking lot Improvements 0 506 S. Broad St.
    4. Request for Preliminary Plat Approval - 319 S. Madison Ave. - 8 lots
    5. Request for Preliminary Plat Approval - Charlotte Rowell/Hwy 11 - 6 lots
    6. Request for Zoning Ordinance Amendment #16
  - VIII. **ADJOURNMENT**

**MONROE PLANNING COMMISSION  
MEETING MINUTES—May 16, 2023—DRAFT**

**Present:** Mike Eckles, Shauna Mathias, Randy Camp, Rosalind Parks

**Absent:** Nate Treadaway

**Staff:** Brad Callender—City Planner  
Laura Wilson—Code Assistant

**Visitors:** Brian Zeis, Michael Powers

Call to Order by Chairman Eckles at 5:30 pm.

Motion to Approve the Agenda

Motion Parks. Second Camp.  
Motion carried

Chairman Eckles asked for any changes, corrections or additions to the April 18, 2023 minutes.  
Motion to approve

Motion Camp. Second Mathias.  
Motion carried

Chairman Eckles asked for the Code Officer’s Report: None

Old Business: None

**The First Item of Business** is Rezone Case #2329, a request for a rezone from B-2/PRD (Planned Residential District) to R-1A at 414 Davis St. The applicant wishes to subdivide the lot into two infill overall district lots in order to construct a single-family residence on each lot. Staff recommends approval without conditions. Brian Zeis, owner and applicant, spoke in favor of the project. Zeis showed the Commission Members images of what the new houses would look like.

Callender: Can we add the images to file?

Zeis: Sure

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve

Motion Camp. Second Mathias.  
Motion Carried

**The Second Item of Business** is Conditional Use Permit Case #2230, a request for a conditional use permit at 121 Victory Dr. to allow for a telecommunication tower. The property is being currently used for a wholesale and retail sand and gravel hauling operation. A site on the south side of the property that is not currently being used by the sand and gravel operation has been chosen for the telecommunication tower. The tower will be a typical galvanized metal pole, 150 ft tall with four carriers. The equipment at the based of the tower will be fenced in with maple trees around it. Due to requirements in the city’s Code of Ordinance’s, the nearest residence must be at least the same distance away from the tower as the tower is tall. In this case, the nearest residence must be 150 feet away. Staff recommends approval with conditions (as stated in the staff report dated 5/3/2023). Michael Powers from Atlas Tower spoke in favor of the project.

Powers: The tower is being started by AT&T but will have the ability to hold additional carriers or first responder equipment. AT&T is now a partner with the first responder network. The industry is regulated by the Federal Communications Commission. Therefore, the project will comply with all local and federal regulations.

Commission Mathias: When are you starting construction?

Powers: Love to get the project done this year; earliest start date is likely October 1<sup>st</sup>

Commissioner Camp: Do the towers have a capacity limitation?

Powers: There are specific engineering standards based on what it is designed for. We take the heaviest equipment currently being used in the US now and multiple it by 400%. Then the engineers design it to hold that load. There is duplicity in the mechanical engineering. The tower itself is made in another state so the manufacturer of the tower will apply national standards for load capacity, their state requirements, Colorado’s engineering requirements as well as Georgia’s requirements.

Chairman Eckles: Are you in agreement with all the conditions listed?

Powers: To be clear, the 150ft requirement, does that include the lightening rod?

Callender: I was not considering the lightening rod as part of the physical structure because in the event of a failure the lightening rod is designed to break off. We do accept all the conditions in Section 2

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve with conditions stated

Motion Parks. Second Mathias  
Motion carried

Chairman Eckles entertained a motion to adjourn.

Motion to adjourn

Motion Camp. Second Parks  
Meeting adjourned; 5:53pm



**Planning  
City of Monroe, Georgia**

**CONDITIONAL USE STAFF REPORT**

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**APPLICATION SUMMARY**

**CONDITIONAL USE CASE #:** 2431

**DATE:** June 9, 2023

**STAFF REPORT BY:** Brad Callender, Planning & Zoning Director

**APPLICANT NAME:** Kailash Tandrian

**PROPERTY OWNER:** Kailash Tandrian

**LOCATION:** West side of Plaza Drive – 533 Plaza Drive

**ACREAGE:** ±2.153

**EXISTING ZONING:** M-1 (Light Industrial/Manufacturing District)

**EXISTING LAND USE:** Office building renovated into a multi-family building (without permits)

**REQUEST SUMMARY:** The owner is petitioning for Conditional Use approval on this property in order to lawfully convert the existing office building into a multi-family building.

**STAFF RECOMMENDATION:** Staff recommends denial of this Conditional Use request. If the Conditional Use request is approved, staff does recommend that it be subject to conditions.

**DATES OF SCHEDULED PUBLIC HEARINGS**

**PLANNING COMMISSION:** June 20, 2023

**CITY COUNCIL:** July 17, 2023

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**REQUEST SUMMARY**

**CONDITIONAL USE PERMIT REQUEST SUMMARY:**

The applicant is requesting approval of a Conditional Use in order to allow an existing office building be converted into a multi-family residential building. The primary issue with this Conditional Use request is the applicant renovated the existing office building without permits or zoning approval and converted the building into a multi-family structure approximately one year before the City was aware of the occurrence. In late March of this year, the Monroe Police Department was attempting to serve warrants to individuals at the location when the conversion from an office building into a multi-family structure was discovered. The applicant purchased the property over a year ago in March of 2022 and converted the structure without any permits or approvals. Once the discovery was made by the Police Dept., the City Marshals issued notices of violations and the Code Office required all tenants to vacate the premises.

The applicant’s narrative states the intent was initially to provide low-income housing to tenants, with that intent now being changed to a church program to help people with rental housing. The company and program the applicant refers to in the narrative were formed two weeks after the violations were discovered on the property. The applicant’s company is registered with the Georgia Secretary of State as a for-profit domestic LLC at the applicant’s home address, and not to any church or religious entity.

The existing office building has substantial renovations made by the applicant resulting in the conversion of the structure into 4 apartments. Each apartment varies in size with varying numbers of bedrooms and bathrooms in each apartment. Since no permits were ever applied for nor any inspections performed, the resulting apartment layouts and bedroom locations do not comply with basic building code and life-safety requirements. For example, two of the apartments have bedrooms with no windows or means of emergency egress, creating a hazardous and unsafe environment for tenants. One apartment has one small kitchen window with no other windows at all throughout the entire apartment.

The applicant proposes now to limit the bedroom count in the apartments with non-compliant bedrooms. The applicant submitted a floor plan of the building with the completed floor layouts, with no proposal to limit or remove the non-compliant rooms. If approved, building permits will be required and removal of those non-compliant bedrooms will be necessary.

**PROPOSED PROJECT SUMMARY:**

- Land Use Conversion – Office Building into Apartments
  - Site Area – ±2.153 Acres
  - Existing Building Floor Area – ±4,680 Sf
  - Total # of Proposed Units – 4
    - Upper Floor Units
      - 850 Sf – 2 Bedroom
      - 1,730 Sf – 2 Bedroom
    - Lower Floor Units
      - 1,245 Sf – 1 Bedroom
      - 855 Sf – Studio Apartment

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**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 improper and unlawful conversion of the structure into an apartment building is an example of how to not create additional housing in the City of Monroe. The building was finished without any permits, resulting in bedrooms without means of emergency egress. Luckily, no fire or other emergency occurred in the building resulting in the tragic and unnecessary loss of life. Even if this request is approved, there is concern the same pattern will be repeated and the apartments will be leased to an extent that is not permitted by building or life-safety codes.

- (2) **The applicable standards in Article X have been met:** There are no standards applicable to Residential Uses located in the M-1 zoning district in Article X 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 located in the West Sub-Area as identified in the Monroe Comprehensive Plan. The existing character of this vicinity of the West Sub-Area is predominantly non-residential north of the site along Mayfield Drive and a mixture of residential and non-residential development south of the site along Plaza Drive. The land use goals for the West Sub-Area are to retain an even mix of office, retail, industrial, residential, and parks/recreational uses. With the West Sub-Area already containing a mixture of uses, the requested Conditional Use does not conflict with the land use goals for the sub-area.
- (4) **A rezoning to allow the requested use as a permitted use would not be appropriate:** Rezoning the property to a zoning district more conducive for residential uses would be more appropriate. Under the M-1 zoning district in the Zoning Ordinance, any residential use regardless of what type, is allowed in the M-1 zoning district as a Conditional Use.

Allowing the full range of, or essentially, any residential use in the M-1 zoning district is unusual. For example, the applicant is requesting a Conditional Use for multi-family development. The property is only ±2.153 acres in size. If the applicant were requesting a rezone to R-2, one of the few zoning districts where multi-family is allowed by right, the minimum size of the property would need to be a minimum of ±5.00 acres. Multi-family residential is only allowed by right in R-2, P and B-1 zoning districts and as a conditional use in the B-2 and B-3 zoning districts. The term “residential uses” itself is general and non-specific compared to the specific land use designations in the R districts, i.e. single-family, townhomes, apartments etc.

In Section 630.2 of the Zoning Ordinance, there are ten statements describing the specific intent and purpose of the M-1 zoning district. The first statement describing the M-1 zoning district is to provide appropriately located areas for a range of light industrial uses, and limited commercial uses that are compatible therewith, for the employment of residents of the city and region. The remaining nine descriptions are specific to industrial development within the City. None of the descriptions mention establishing new residential development under M-1 zoning.

The Zoning Ordinance should be amended to not allow any type of residential uses in the M-1 zoning district. The property was originally developed as an office building for an ambulance service, which is an appropriate use in the M-1 zoning district. The applicant renovated the structure without permits and converted the building into an unsafe and non-compliant multi-family building. Had the applicant requested Conditional Use approval prior to engaging in the redevelopment of the site for multi-family development, the recommendation to not allow a multi-family building in the M-1 zoning district, as described above, would remain unchanged.

- (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 conversion of the existing office building to apartments should not be injurious to other properties in the immediate vicinity of the site and should not negatively impact property values on adjacent properties. Other non-residential developments in the vicinity could

be influenced by the unlawful conversion of this structure into a multi-family building and pursue similar courses of action resulting in additional unpermitted and unlawful uses of properties not intended for residential purposes.

- (6) **Off-street parking and loading, and access thereto, will be adequate:** The site currently has two driveways off Plaza Drive accessing a parking area in front of the building and a paved area to the rear of the building. The site is over parked for a 4-unit apartment building with ±18 existing spaces and unstriped parking occurring at the rear of the building. Only 6 parking spaces would be required under Section 520 of the Zoning Ordinance, with 8 being the 120% maximum allowed without a variance. The total parking on the site will need to be reduced to contain no more than 8 parking spaces. If approved, staff has added a condition at the end of this report to address this issue.
- (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 currently serving the existing office building. The conversion from offices to apartments should not have any impact on the City's abilities to continue to provide public services and utilities. If the conversion to apartments is allowed, the applicant will be required to obtain individual taps for water service to each apartment.
- (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:** The uses north of the site along Mayfield Drive are non-residential and uses south of the site along Plaza Drive are a combination of multi-family residential and non-residential uses. If the existing office building remains as is or if conversion to a multi-family building is allowed, surrounding properties will likely be unaffected. The harm in allowing the building to be converted would influence other non-residential properties in the vicinity and city-wide that it is acceptable to not obtain the necessary permits for uses that are not authorized in the hopes that the City may not discover the violations. The applicant has already finished apartments with more bedrooms than are included in this Conditional Use request. There is no guarantee the applicant will not continue to rent the apartments in the same manner as they were improperly established with bedrooms that do not comply with any building codes or life safety requirements.
- (9) **The use would not significantly increase congestion, noise, or traffic hazards:** Whether used as originally permitted for an office building or as a residential use, the site should not have any significant increase in congestion, noise, and or traffic hazards.
- (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:** Allowing the applicant to convert the existing office building into a multi-family structure will result in an undesirable trend of establishing multi-family development on properties zoned for Industrial purposes. To further complicate matters in this case, the applicant

converted the existing office building into multi-family apartment units without any permits resulting in unsafe and non-compliant life-safety conditions. If this request is granted, an unwanted domino effect could result in a trend being established city wide that it is appropriate to improperly convert structures without any permits or approval into unlawful and unapproved uses of property with hopes the City may not discover the violation.

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### **STAFF RECOMMENDATION**

Based upon the City Council's policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends *denial* of the requested Conditional Use. However, if the Conditional Use is approved, staff recommends that it be subject to the following conditions:

1. The property owner shall obtain building permits and comply with all applicable building codes and life-safety requirements.
2. The building shall substantially conform to the number of bedrooms and proposed limitations described in the applicant's narrative, regardless of any depictions shown on the floor plan included in this application.
3. The developer shall reduce the number of designated parking spaces on the site to a total of 8 spaces. The existing additional impervious surface not designated for parking shall be removed and replaced with landscaping and/or grassed areas.
4. Any change to or modification to the building not included in the applicant's narrative, shall result in this Conditional Use being automatically revoked.





# City of Monroe

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

## CONDITIONAL USE PERMIT

|                      |                                      |              |   |
|----------------------|--------------------------------------|--------------|---|
| PERMIT #:            | 2431                                 | DESCRIPTION: | CONDITIONAL USE to allow Residential in M-1 |
| JOB ADDRESS:         | 533 PLAZA DR                         | LOT #:       | 39  |
| PARCEL ID:           | NM06C033                             | BLK #:       |   |
| SUBDIVISION:         |                                      | ZONING:      |   |
| ISSUED TO:           | Kailash Tandrian                     | CONTRACTOR:  | Kailash Tandrian                            |
| ADDRESS:             | 1131 John Deere Rd                   | PHONE:       |   |
| CITY, STATE ZIP:     | Monroe GA 30656                      | OWNER:       |   |
| PHONE:               |                                      | PHONE:       |   |
| PROP.USE VALUATION:  | \$ 0.00                              | DATE ISSUED: | 5/26/2023                                   |
| SQ FT:               | 0.00                                 | EXPIRATION:  | 11/22/2023                                  |
| OCCP TYPE:           |                                      |              |   |
| CNST TYPE:           |                                      |              |   |
| INSPECTION REQUESTS: | 770-207-4674<br>lwilson@monroega.gov |              |   |

| FEE CODE         | DESCRIPTION            | AMOUNT            |
|------------------|------------------------|-------------------|
| PZ-09            | CONDITIONAL USE PERMIT | \$ 300.00         |
| <b>FEE TOTAL</b> |                        | <b>\$ 300.00</b>  |
| <b>PAYMENTS</b>  |                        | <b>\$- 300.00</b> |
| <b>BALANCE</b>   |                        | <b>\$ 0.00</b>    |


### NOTES:

The Planning Commission will hear and make recommendation on this request for a Conditional Use to allow Residential Use in M1 at 533 Plaza Dr on June 20, 2023 at 5:30pm. The Monroe City Council will hear and make a decision on this request on July 17, 2023 at 6:00pm. Both meetings will be held in the Council Chambers at City Hall; 215 N. Broad St. Monroe, GA 30655

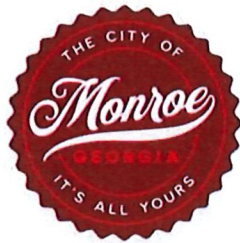
### NOTICE

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)

6/13/23  
 \_\_\_\_\_  
 DATE



# CITY OF MONROE

## CONDITIONAL USE APPLICATION

### CONDITIONAL USE LOCATION & DESCRIPTION

Address: 533 Plaza Drive

Parcel #: NM06C033 Council Districts: 3 / 7

Zoning: M1 Acreage/Square Feet: 2.153 Acres

Type of Conditional Use Requested: Residential

### PROPERTY OWNER & APPLICANT INFORMATION

Property Owner: Kailash Tandrian Phone #: 917-478-6076

Address: 1131 John Deere Road City: Monroe State: GA Zip: 30656

Applicant (If different than owner): \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

### 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 (1425.1(1)(b)):** To bring the existing structure into conformance with the City of Monroe's Zoning Ordinance.

The Rama Krishna Davi Amman Seva Dham Mandir (church) desires to use the existing structure, which is already configured for residential living, to house participants of their church outreach program. There will be four apartments which would house no more than twelve individuals total. There will be no more than eight vehicles parked on the premises. Due to the small number of individuals residing there, there is no significant impact upon water or sewer use nor would there be any significant increase in vehicle trips. These details will be described in further detail in the attached Letter of Intent.

**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 (1412.1(1)(c)):** The existing structure is located in a transitional area between

an industrial complex with outdoor storage and apartment complexes on both sides of Plaza Drive. There are no developments immediately adjacent to the structure. This quadplex, would provide an appropriate transitional use between the existing industrial use and the more intensive residential uses of the apartment complexes. These details will be described in further detail in the attached Letter of Intent.

**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 (1425.1(1)(d)): The two-story

structure contains approximately 4,680 square feet of floor space. It is divided into four apartments. There are 16 parking spaces including one that is handicap accessible. The property has two driveways onto Plaza Drive. Applicant is not requesting any variances. Applicant intends to perform exterior beautification which will be described further in the attached Letter of Intent.

Select all existing utilities available and/or describe proposed utilities (1425.1(1)(e)):

- City Water     Private Well     City Sewer     Septic Tank     Electrical     Gas     Telecom

**REQUIRED SUBMITTAL ITEMS**

- Completed Application
- Fee (see Fee Schedule)
- Survey Plat
- Typed Detailed Description of the Request
- Site Plan; Drawn to scale
- Deed
- Proof of all property taxes paid in full
- Other information as required by Code Enforcement

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: *Kaitaal Jandria* DATE: 5/5/2023

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

**PROPERTY OWNER'S AUTHORIZATION SIGNATURE IF NOT THE APPLICANT**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

**NOTARY PUBLIC:**

SWORN TO AND SUBSCRIBED BEFORE THIS 5th DAY OF May, 2023

NOTARY SIGNATURE: *Sara Miller*

DATE: May 5, 2023

SEAL:



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. Each applicant is responsible for compliance with the Disclosure of Campaign Contributions and/or Gifts outlined in Section 1450 of the Zoning Ordinance.

THE FOLLOWING GOVERNMENTAL BODIES HAVE APPROVED THIS MAP, PLAT, OR PLAN FOR FILING:

CITY OF MONROE, GEORGIA

SIGNED: \_\_\_\_\_

DATE: \_\_\_\_\_

THE APPROVAL SIGNATURES ABOVE WERE NOT IN PLACE WHEN THIS SURVEY WAS ISSUED, AND ARE TO BE PROPERLY OBTAINED PRIOR TO RECORDING.

**SURVEYOR'S CERTIFICATE**

THIS PLAT IS A RETRACEMENT OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT SUBDIVIDE OR CREATE A NEW PARCEL OR MAKE ANY CHANGES TO ANY REAL PROPERTY BOUNDARIES. THE RECORDING INFORMATION OF THE DOCUMENTS, MAPS, PLATS, OR OTHER INSTRUMENTS WHICH CREATED THE PARCEL OR PARCELS ARE STATED HEREON. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. FURTHERMORE, THE UNDERSIGNED LAND SURVEYOR CERTIFIES THAT THIS PLAT COMPLIES WITH THE MINIMUM TECHNICAL STANDARDS FOR PROPERTY SURVEYS IN GEORGIA AS SET FORTH IN THE RULES AND REGULATIONS OF THE GEORGIA BOARD OF REGISTRATION FOR PROFESSIONAL ENGINEERS AND LAND SURVEYORS AND AS SET FORTH IN O.C.G.A. SECTION 15-6-67.

4/18/2023

JOHN F. BREWER, III  
PLS#2905

**SURVEY LEGEND**

- B.S.L. - BUILDING SETBACK LINE
- CMP - CORRUGATED METAL PIPE
- DB - DEED BOOK
- DE - DRAINAGE EASEMENT
- DIP - DUCTILE IRON PIPE
- FDC - FIRE DEPARTMENT CONNECTION
- FES - FLARED END SECTION (STORM)
- FFE - FINISHED FLOOR ELEVATION
- GI - GRATE INLET
- HDPE - HIGH DENSITY POLYETHYLENE
- IE - INVERT ELEVATION
- OCS - OUTLET CONTROL STRUCTURE
- PB - PLAT BOOK
- PTP - POWER TELEPHONE POLE
- RCP - REINFORCED CONCRETE PIPE
- SSE - SANITARY SEWER EASEMENT
- CMF - CONCRETE MONUMENT FOUND
- IPF - IRON PIN FOUND
- IPS - IRON PIN SET (5/8" REBAR)
- OTP - OPEN TOP PIPE
- POC - POINT OF COMMENCEMENT
- R/W - RIGHT-OF-WAY
- TPOB - TRUE POINT OF BEGINNING
- TYP - TYPICAL
- PROPERTY CORNER FOUND
- PROPERTY CORNER
- CMF-CONCRETE MONUMENT FOUND
- ELEVATION BENCHMARK
- DELTA (SURVEY CONTROL)
- AIR CONDITIONING UNIT
- CB - CATCHBASIN
- CO - CLEANOUT
- FO - FIBER OPTIC (MARKER)
- FH - FIRE HYDRANT
- GV - GAS VALVE
- GM - GAS METER
- GM - GAS MARKER
- GUY WIRE/ANCHOR
- HW - HEADWALL
- JB - JUNCTION BOX
- LP - LIGHTPOLE
- MH - MANHOLE
- SSMH - SANITARY SEWER MANHOLE
- TPED - TELEPHONE PEDESTAL
- WI - WEIR INLET
- WM - WATER METER
- WV - WATER VALVE
- UTILITY POLE
- TRANSMISSION UTILITY POLE
- XFMR - POWER TRANSFORMER
- FENCE LINE
- OVERHEAD UTILITY
- OVERHEAD POWER
- UNDERGROUND POWER
- OVERHEAD TELEPHONE
- UNDERGROUND TELEPHONE
- TRAFFIC UTILITY
- FIBER-OPTIC
- NATURAL GAS
- FLOODPLAIN
- SANITARY SEWER
- SEWER FORCEMAIN
- SANITARY SEWER SERVICE
- WATERLINE

**SURVEY NOTES:**

THE FIELD DATA UPON WHICH THIS PLAT IS BASED UPON HAS A CLOSURE PRECISION OF ONE FOOT IN 31,658 FEET, AND AN ANGULAR ERROR OF 2" PER ANGLE POINT, AND WAS ADJUSTED USING COMPASS RULE. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 183,376 FEET BY MAP CHECK.

FIELD INFORMATION FOR THIS SURVEY WAS OBTAINED WITH A 3-SECOND LEICA TS16 TOTAL STATION INSTRUMENT.

HORIZONTAL DATUM IS GRID NORTH, GEORGIA STATE PLANE, WEST ZONE AND VERTICAL DATUM IS NAVD83, ESTABLISHED ON-SITE NETWORK GPS OBSERVATIONS WITH A LEICA GS16 GNSS RTK RECEIVER.

A PORTION OF SUBJECT PROPERTY IS LOCATED WITHIN AREAS HAVING ZONE DESIGNATIONS OF "ZONE AE", DETERMINED TO BE WITHIN A SPECIAL FLOODPLAIN BY THE SECRETARY OF HOUSING AND URBAN DEVELOPMENT, ON FLOOD INSURANCE RATE MAP NO. 13247C0136E WITH AN EFFECTIVE DATE OF 12/8/2016 FOR COMMUNITY NUMBER 130227, CITY OF MONROE, WALTON COUNTY, GEORGIA.

FIELDWORK COMPLETED: 4/11/2023.

AN EXISTING NATIONAL GEODETIC SURVEY MONUMENT WAS FOUND TO BE WITHIN 500' OF SUBJECT PROPERTY, AS SHOWN.

THIS SURVEY DOES NOT INTEND TO REPRESENT A DIVISION OF AN EXISTING TAX PARCEL.

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.

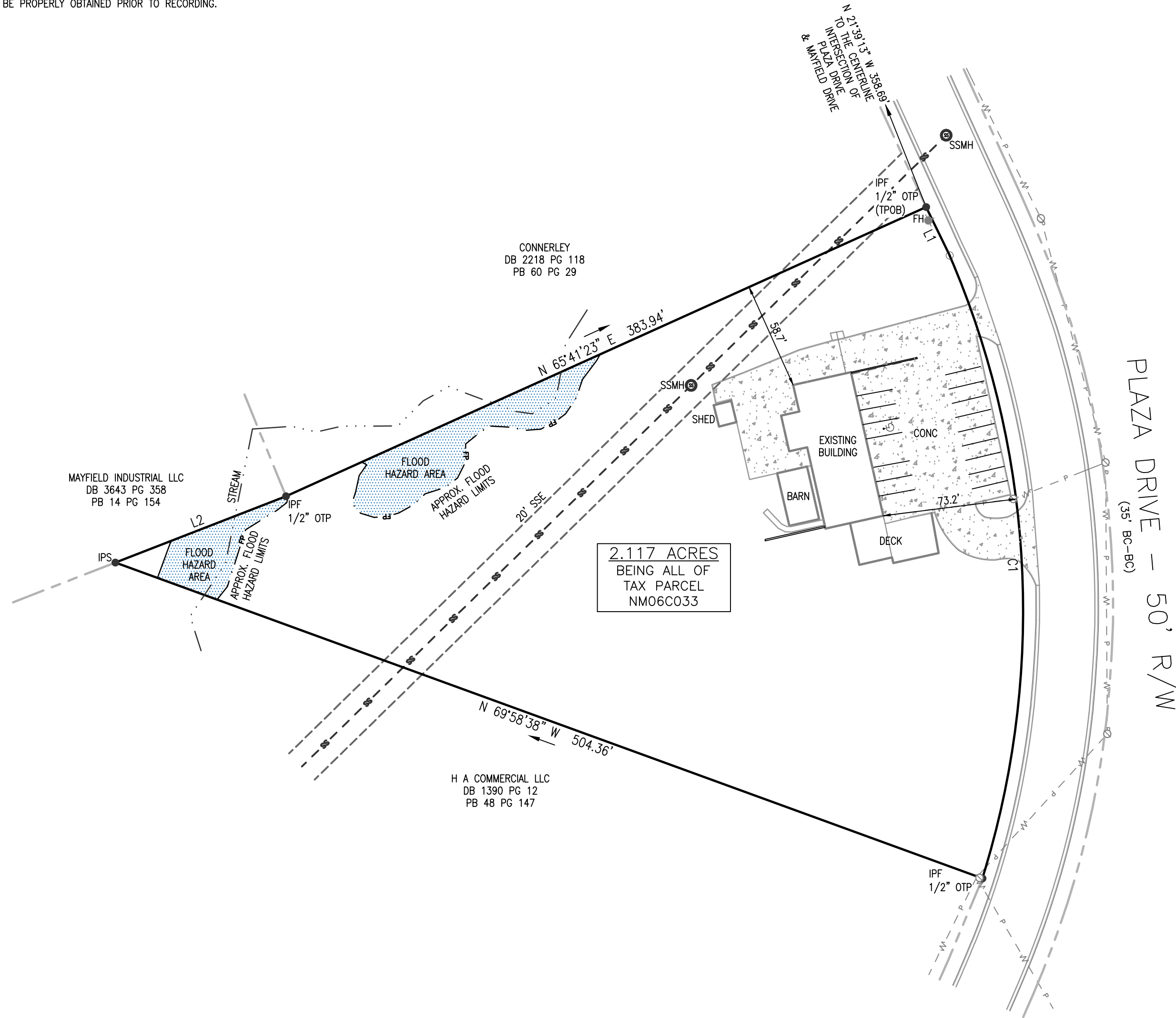
THE CERTIFICATION, AS SHOWN HEREON, IS PURELY A STATEMENT OF PROFESSIONAL OPINION BASED ON KNOWLEDGE, INFORMATION AND BELIEF, AND BASED ON EXISTING FIELD EVIDENCE AND DOCUMENTARY EVIDENCE AVAILABLE. THE CERTIFICATION IS NOT AN EXPRESSED OR IMPLIED WARRANTY OR GUARANTEE.

**CURVE CHART**

| CURVE # | CHORD BEARING | RADIUS  | ARC LENGTH | CHORD LENGTH |
|---------|---------------|---------|------------|--------------|
| C1      | S 03°00'43" E | 490.46' | 348.22'    | 340.95'      |

**LINE CHART**

| LINE # | BEARING       | DISTANCE |
|--------|---------------|----------|
| L1     | S 25°53'42" E | 29.45'   |
| L2     | N 68°45'48" E | 100.00'  |



2.117 ACRES  
BEING ALL OF  
TAX PARCEL  
NM06C033

PLAZA DRIVE - 50' R/W  
(35' BC-BC)



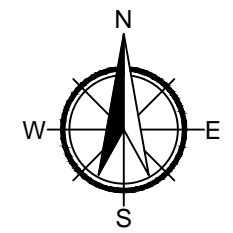
**W&A ENGINEERING**  
A Better Communities Collaborative Company

ATHENS • ATLANTA • AUGUSTA  
BIRMINGHAM • NASHVILLE

1002 South Broad Street  
Monroe, GA 30655

770.267.4703

INFO@WAENGINEERING.COM  
WWW.WAENGINEERING.COM



GA WEST, ZONE 1002  
NAD 83

SITE PLAN FOR:  
**KAILASH TANDRIAN**

533 PLAZA DRIVE  
LAND LOT 39, 3RD DISTRICT  
CITY OF MONROE,  
WALTON COUNTY, GEORGIA

**PROJECT NOTES:**  
-PARKING:  
15 STANDARD SPACES  
1 ADA SPACE

DATED: 4/19/2023



**REFERENCES:**  
DEED BOOK 5093 PAGE 426  
PLAT BOOK 39 PAGE 193

**OWNER OF RECORD:**  
KAILASH TANDRIAN  
1131 JOHN DEERE RD  
MONROE, GA 30656



23-0312

Tony Powell  
Brian Edwards  
Nathan Powell  
W. Charles Ross



Jay Crowley  
Mandy Williams  
Laura Walsh  
Laura Shoop

May 5, 2023

Brad Callender, Planning Director  
City of Monroe  
215 North Broad Street  
PO Box 1249  
Monroe, Georgia 30655

**RE: APPLICATION FOR CONDITIONAL USE PERMIT AND LETTER  
OF INTENT FOR 533 PLAZA DRIVE, MONROE.**

Dear Mr. Callender:

Powell & Edwards, P.C. submits this Letter of Intent on behalf of Kailash Tandrian (the “Applicant”) to request a Conditional Use Permit to allow for a Residential Use in the existing structure located at 533 Plaza Drive, Monroe and having Walton County Tax ID Number of NM06C033 (the “Property”).

Applicant is the owner of a 4,680 square foot, two story building that is configured as four separate residential apartments on a 2.153-acre parcel which is zoned M-1 and contains sixteen paved parking spaces. The property also has a wraparound driveway leading to the rear of the structure which is not utilized except to access a storage building, shed and LP gas tank. The Applicant purchased the property in 2022 and found it in the present configuration. Applicant, who is a member of the Rama Krishna Davi Amman Seva Dham Mandir (church) purchased the property with the intention of providing housing to individuals in need, and in fact, did provide such housing. Applicant was unaware that this was not a permitted use under the property’s zoning classification. Unfortunately, a friend or relative of at least one of the residents was wanted by law enforcement and was located on the property. This alerted the City of Monroe to the unauthorized use of the property. Once Applicant was made of aware of this issue by Monroe’s Department of Code Enforcement, Applicant began the process of attempting to become code compliant. Unfortunately, Applicant’s initial attempt to make application for a Conditional Use was returned to him as incomplete. He then retained counsel to assist in his application. At this time, Applicant also had all of the existing tenants vacate the Property.

Applicant’s Counsel reviewed the Monroe Zoning Ordinance with Applicant and discussed concerns with Applicant’s proposed use. It was determined that rather than to simply provide low-income housing, that rather, it might be used as part of his church’s structured program to help people who have difficulty in obtaining a traditional rental housing to re-

**A PROFESSIONAL CORPORATION**

P.O. Box 1390 • Lawrenceville, Georgia 30046-1390 • [powelledwards.com](http://powelledwards.com) • 770.962.0100  
Street Address For Direct Deliveries Only • 10 Lumpkin Street Lawrenceville, GA 30046

May 5, 2023  
Page 2

establish their credit so that they can transition to mainstream rental housing and possibly, one day, home ownership. The program, known as Get a Second Chance Housing, is administered through the church. There will be a meaningful background check and no convicted felons or individuals with pending criminal charges may be on the property at all. Any tenant allowing such person on the Property will be asked to leave the program and residence. Additionally, residents will be required to attend classes through the church in managing finances, preparing a resume and interviewing techniques. They will also be required to participate in maintaining the property.

Applicant, through Counsel, has had significant contact with the City Planning Department and understands that for the Mayor and Council to even consider this request considerable changes have to be made to the property. First and foremost, any life safety concerns must be resolved. To that end, the bedroom count has been significantly reduced. The attached floorplan now shows the quadplex to hold an 850 square foot, two-bedroom unit and a 1,730 square foot two-bedroom unit on the top floor, and a 1,245 square foot one-bedroom unit and an 855 square foot studio apartment on the lower level. All bedrooms have an egress window or will have one installed before habitation. Applicant is also aware that the current zoning ordinance requires a brick veneer on all multi-family buildings. Applicant is open to having a condition imposed which requires some level of brick veneer to be added to the structure, but would ask that consideration be given to the fact that neither of the adjacent large apartment complexes have any brick veneer.

As you are aware, Residential use is currently permitted under the M1 zoning district with a Conditional Use Permit. It is also understood that this property falls into the West Sub-Area Plan of the 2022 Comprehensive Plan. This area provides for higher density residential uses and seems to be an appropriate location for the use under the Plan. As you will see from the attached photographs, these apartments are not indicative of low-income housing. These are very well-appointed residences. The Applicant has a vested interest in maintaining them. The Applicant is a retired New York City Police Officer and is committed to keeping up the Property.

The Applicant and his Counsel welcome the opportunity to meet with you and your staff to answer any questions or to address any concern relating to the matters set forth in this Letter of Intent or in its Application for a Conditional Use filed herewith. The Applicant respectfully requests your approval of this Application.

Respectfully submitted,

POWELL & EDWARDS, P.C.

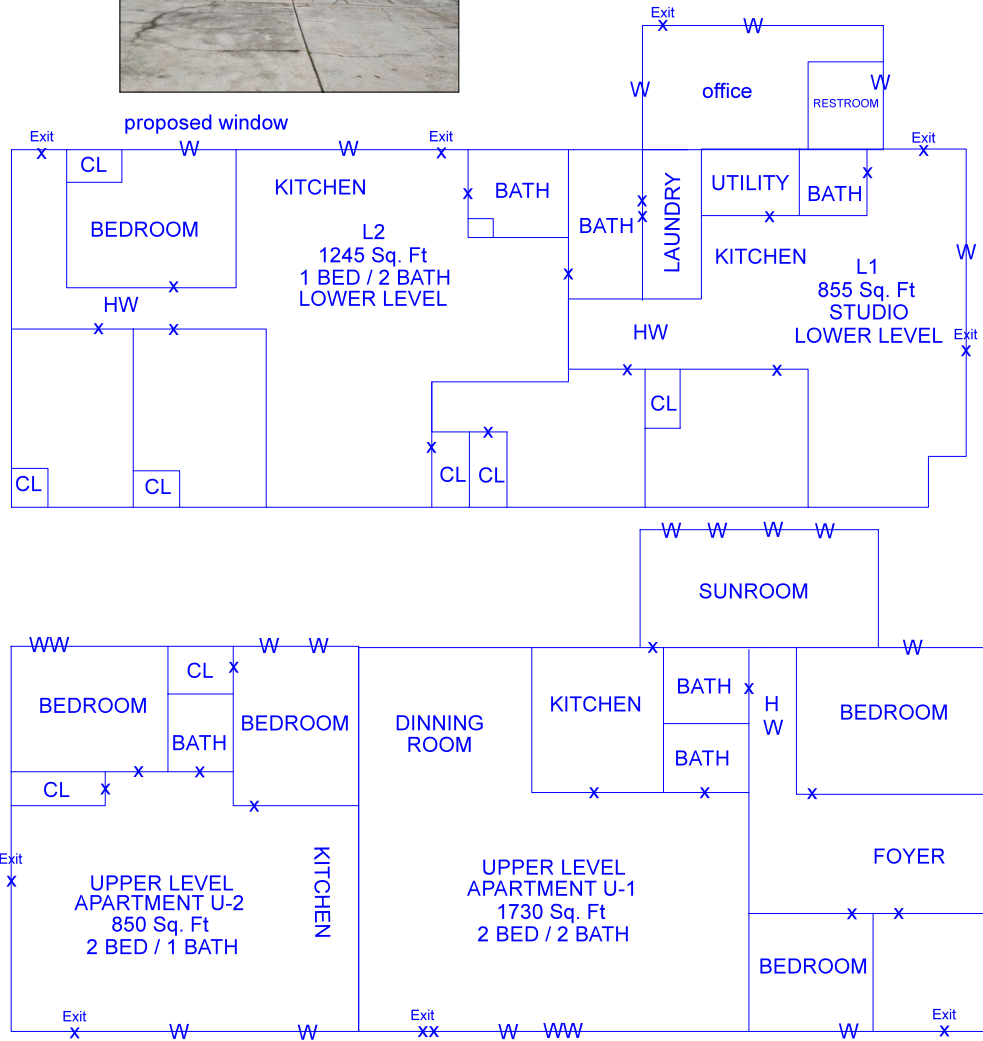
W. Charles "Chuck" Ross  
Attorney for Applicant



VICINITY MAP  
NOT TO SCALE



W = WINDOW  
X = DOOR  
CL = CLOSET



DRIVEWAY IN BACK OF STRUCTURE FOR LOADING AND UNLOADING

- 4 UNITS
- +/- 2.15 ACRES
- 16 PARKING SPACES
- 1 HANDICAPPED
- 2 DRIVEWAY ENTRANCES FROM PLAZA DRIVE

BUILDING IS CURRENTLY CONNECTED TO CITY WATER, SEWER, AND ELECTRICAL

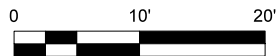
EXISTING APARTMENT COMPLEX 2 STORY

NOT FOR RECORDING  
CONDITIONAL REZONE CONCEPT PLAN

**PLAZA DRIVE**

PROJECT NO 230132  
APRIL 10TH, 2023

PARCEL NM06C033  
LANDLOT 39 3RD DISTRICT  
WALTON COUNTY, GEORGIA



SCALE 1"=10'

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1002 South Broad Street  
Macon, Georgia 30685  
770.287.4703  
info@WAengineering.com  
www.WAengineering.com



EX 2-1

After recording return to  
DICKINSON & WILLIS, LLC  
ATTORNEYS AT LAW  
338 NORTH BROAD STREET  
MONROE, GEORGIA 30655  
FILE # 22-058

BK: 5093 PG: 426-427  
Filed and Recorded  
Mar-04-2022 02:03:35PM  
DOC#: D2022-003716  
Real Estate Transfer Tax Paid \$244.00  
1472022001100

Karen P. David  
CLERK OF SUPERIOR COURT Walton County GA.

space above line for recording

**LIMITED WARRANTY DEED**

STATE OF GEORGIA  
COUNTY OF WALTON

THIS INDENTURE, Made the 2<sup>nd</sup> day of March in the year two thousand and twenty two, between **WILLIAM SHEA**, of the County of Walton and State of Georgia, as party or parties of the first part, hereinafter called "Grantors," and **KAILASH TANDRIAN**, of the County of Walton and State of Georgia, as party or parties of the second part, hereinafter called "Grantee" (the words "Grantors" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

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

All that tract or parcel of land lying and being in the City of Monroe, Walton County, Georgia, G.M.D. 419, fronting on Plaza Drive, containing 2.153 acres, more or less, Said land being more fully shown and described by that certain plat of survey entitled "Survey for Malcom's Building Center, Inc.", dated December 1, 1986, by John F. Brewer, Georgia Registered Land Surveyor No. 2115, said plat being recorded in Plat Book 39, Page 193, Walton County, Georgia Records, which plat is incorporated herein and made a part hereof by reference. Said lands being bounded on the North by lands now or formerly of Malcom's Building Center, Inc.; on the East by the West right of way line of Plaza Drive, and on the South by Lot 9 of Monroe West Subdivision.

Map/Parcel #NM06C-00000-033-000

This Deed is given subject to all easements and restrictions of record.





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

AND GRANTOR WILL WARRANT and forever defend the right and title to the above described property unto Grantee against the claims of any persons owning, holding or claiming by, through or under Grantor.

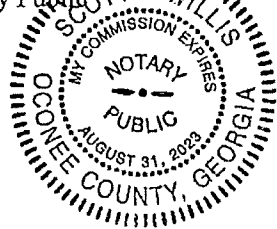
IN WITNESS WHEREOF, the Grantors have signed and sealed this deed, the day and year above written.

Signed, sealed and delivered in presence of:

*John M. M...*  
Witness

*William Shea* (SEAL)  
WILLIAM SHEA

*Scott P. Willis*  
Notary Public



## 2022 Property Tax Statement

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

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

CALCATERRA JOHN & CALCATERRA  
 MELISSALYNN  
 401 STALLSWORTH ROAD  
 MC DONOUGH, GA 30252

| Bill No.  | Due Date   | Current Due | Prior Payment | Back Taxes | *Total Due*        |
|-----------|------------|-------------|---------------|------------|--------------------|
| 2022-6525 | 11/15/2022 | \$0.00      | \$3679.13     | \$0.00     | Paid<br>10/27/2022 |

Map: NM06C-00000-033-000

Printed: 05/05/2023

Location: 533 PLAZA DR

Account No: 097875 010

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

**RETURN THIS PORTION WITH PAYMENT**

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

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

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

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



**Tax Payer:** CALCATERRA JOHN & CALCATERRA  
 MELISSALYNN

**Map Code:** NM06C-00000-033-000 Real

**Description:** #10 MONROE WEST 2.15AC

**Location:** 533 PLAZA DR

**Bill No:** 2022-6525

| Building Value | Land Value   | Acres          | Fair Market Value | Due Date      | Billing Date    | Payment Good through | Exemptions       |                   |            |
|----------------|--------------|----------------|-------------------|---------------|-----------------|----------------------|------------------|-------------------|------------|
| 0.00           | 0.00         | 2.1500         | \$246,300.00      | 11/15/2022    | 09/07/2022      |                      |                  |                   |            |
| Entity         | Adjusted FMV | Net Assessment | Exemptions        | Taxable Value | Millage Rate    | Gross Tax            | Credit           | Net Tax           |            |
| CITY TAX       |              | \$0            | \$98,520          | \$0           | \$98,520        | 0.007060             | \$1,153.37       | -\$457.82         | \$695.55   |
| COUNTY         |              | \$0            | \$98,520          | \$0           | \$98,520        | 0.010413             | \$1,320.96       | -\$295.07         | \$1,025.89 |
| SCH BOND       |              | \$0            | \$98,520          | \$0           | \$98,520        | 0.002134             | \$210.24         | \$0.00            | \$210.24   |
| SCHOOL         |              | \$0            | \$98,520          | \$0           | \$98,520        | 0.017737             | \$1,747.45       | \$0.00            | \$1,747.45 |
| <b>TOTALS</b>  |              |                |                   |               | <b>0.037344</b> | <b>\$4,432.02</b>    | <b>-\$752.89</b> | <b>\$3,679.13</b> |            |

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

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

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

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

|                          |               |
|--------------------------|---------------|
| <b>Current Due</b>       | \$3,679.13    |
| <b>Penalty</b>           | \$0.00        |
| <b>Interest</b>          | \$0.00        |
| <b>Other Fees</b>        | \$0.00        |
| <b>Previous Payments</b> | \$3,679.13    |
| <b>Back Taxes</b>        | \$0.00        |
| <b>Total Due</b>         | <b>\$0.00</b> |
| <b>Paid Date</b>         | 10/27/2022    |



533 P2A DR. REAR OF BUILDING.



533 PLAZA DRIVE REAR OF BUILDING



533 PLAZA PARKING LOT.





533 PLAZA SIDEVIEW BLDG- APT. L1





A1 LIVING RM. AND KITCHEN





U2 LIVING RM.



U.2 LIVING ROOM.

28



APT. L1 LIVING RM.



L2 KITCHEN





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

**APPLICATION SUMMARY**

**REZONE CASE #:** 2432

**DATE:** June 9, 2023

**STAFF REPORT BY:** Brad Callender, Planning & Zoning Director

**APPLICANT NAME:** Hope Monroe, Inc.

**PROPERTY OWNER:** Hope Monroe, Inc.

**LOCATION:** Southwest corner of Knight Street and Pine Park Street – 408 Knight Street

**ACREAGE:** ±0.56

**EXISTING ZONING:** R-2 (Multi-Family, High Density Residential District)

**EXISTING LAND USE:** Single-family dwelling

**ACTION REQUESTED:** Rezone R-2 to R-1A (Medium Lot Residential District)

**REQUEST SUMMARY:** The owner is petitioning for a rezone in order to subdivide the property and construct one new single-family dwelling on a new lot.

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

**DATES OF SCHEDULED MEETINGS**

**PLANNING COMMISSION:** June 20, 2023

**CITY COUNCIL:** July 17, 2023

**REQUEST SUMMARY**

**REZONE REQUEST SUMMARY:**

The applicant is requesting approval of a rezone to R-1A (Medium Lot Residential District) in order to subdivide the subject property into two lots. The subject property currently contains one single-family residence. The existing residence was constructed in 1920. The applicant proposes to construct a new single-family dwelling on the newly subdivided lot.

**PROPOSED PROJECT AMENDMENT SUMMARY:**

- Rezone – Subdivide into two (2) R-1A single-family residential lots
  - Site Area – ±0.52 Acres
  - Proposed Lots - ±0.241 Acres/10,498 Sf (existing dwelling lot) and ±0.279 Acres/12,154 Sf
    - A new R-1A compliant single-family dwelling will be constructed on the new lot

**STAFF ANALYSIS**

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE “STANDARDS FOR ZONING MAP AMENDMENT APPLICATION DECISIONS” AS SET FORTH IN SECTION 1421.8 OF THE *CITY OF MONROE ZONING ORDINANCE*.

**(1) The location, present use, and zoning classification of the subject property, and its suitability and economic viability for use as currently zoned:** The subject property is currently zoned R-2 (Multi-Family, High Density Residential District). The subject property has been zoned R-2 since the City adopted zoning. A single-family residence has been on the property since 1920. Under the current zoning, the property is unable to be subdivided due to the minimum required lot size for an R-2 property.

**(1) The proposed use and zoning classification of the subject property:** The applicant is requesting the rezone to R-1A (Medium Lot Residential District) to subdivide the property. The existing single-family dwelling will remain on one new lot and a new single-family dwelling will be constructed on the second new lot.

**(2) The existing land uses and zoning classification of nearby property, whether the zoning proposal seeks a use consistent with the use and development of adjacent and nearby property, and to what extent the zoning proposal will adversely affect adjacent or nearby property:** Properties located north, south and west of this site along Knight Street and Pine Park Street are zoned R-2 and predominantly contain single-family residences. Property east of the site across Pine Park Street is zoned R-1A as part of the Felker Park property. The requested rezone to allow for subdividing the property into two single-family residential lots should not adversely affect any of the adjacent or nearby properties.

**(3) Whether the zoning proposal will result in a use which could adversely affect existing infrastructure including without limitation streets, transportation facilities, utilities, schools, police and fire protection, and municipal personnel:** The requested rezone to subdivide the property into two lots for single-family residences should not adversely affect any existing infrastructure or City services.

**(4) Whether the zoning proposal is consistent with the Comprehensive Plan:** The subject property is located in the Downtown Sub-Area as identified in the Monroe Comprehensive Plan. The existing character of this vicinity of the Downtown Sub-Area is predominantly residential. The future character will be predominantly residential smaller lot and multi-family focused in this vicinity of the sub-area. The proposed rezone to subdivide the property into two lots for single-family residences meets the intent of the goals of the Comprehensive Plan.

**(5) Whether there are other factors or existing or changing conditions regarding the use and development of the property which give supporting grounds for either approval or disapproval of the zoning proposal:** The requested R-1A zoning is necessary in order to subdivide the property into individual lots for the existing single-family residence and a new residence on one of the resulting lots. The subject property cannot be subdivided due to the minimum 5-acre lot size requirement of the underlying R-2 zoning.



---

**STAFF RECOMMENDATION**

Based upon the City Council’s policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested rezone to allow for the subdivision of the property and the construction of a new single-family dwelling.



# City of Monroe

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

## REZONE PERMIT

|                      |                                      |              |                    |
|----------------------|--------------------------------------|--------------|--------------------|
| PERMIT #:            | 2432                                 | DESCRIPTION: | Rezone R-2 to R-1A |
| JOB ADDRESS:         | 408 KNIGHT ST                        | LOT #:       |                    |
| PARCEL ID:           | M0170214                             | BLK #:       |                    |
| SUBDIVISION:         |                                      | ZONING:      | R-2                |
| ISSUED TO:           | HOPE MONROE, INC.                    | CONTRACTOR:  | HOPE MONROE, INC.  |
| ADDRESS:             | 338 N BROAD ST                       | PHONE:       |                    |
| CITY, STATE ZIP:     | MONROE GA 30655                      | OWNER:       |                    |
| PHONE:               |                                      | PHONE:       |                    |
| PROP.USE             |                                      | DATE ISSUED: | 5/26/2023          |
| VALUATION:           | \$ 0.00                              | EXPIRATION:  | 11/22/2023         |
| SQ FT                | 0.00                                 |              |                    |
| OCCP TYPE:           |                                      |              |                    |
| CNST TYPE:           |                                      |              |                    |
| INSPECTION REQUESTS: | 770-207-4674<br>lwilson@monroega.gov |              |                    |

| FEE CODE         | DESCRIPTION                | AMOUNT     |
|------------------|----------------------------|------------|
| PZ-01            | REZONE REQUEST TO R-1/R-1A | \$ 300.00  |
| <b>FEE TOTAL</b> |                            | \$ 300.00  |
| <b>PAYMENTS</b>  |                            | \$- 300.00 |
| <b>BALANCE</b>   |                            | \$ 0.00    |


### NOTES:

The Planning Commission will hear and make recommendation on this request for a Rezone from R-2 to R-1A at 408 Knight St. on June 20, 2023 at 5:30pm. The Monroe City Council will hear and make a decision on this request on July 17, 2023 at 6:00pm. Both meetings will be held 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)

6/13/23  
DATE



# CITY OF MONROE

## REZONE APPLICATION

**REZONE LOCATION & DESCRIPTION**

Address (or physical location): 408 Knight Street

Parcel #(s): M0170214

Acreage/Square Feet: 0.56 acres Council Districts: 06 / 08

Existing Zoning: R2 Proposed Zoning: R1A

Existing Use: single-family residential

Proposed Use: single-family residential

**PROPERTY OWNER & APPLICANT INFORMATION**

Property Owner: Hope Monroe, Inc. Phone #: 404-455-7992

Address: 338 N. Broad Street City: Monroe State: GA Zip: 30655

Applicant (if different than owner): \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**REZONE INFORMATION**

Describe the current zoning of the subject property and abutting properties. Describe all existing uses on abutting properties (1421.4(2)(c)): Current zoning is R2. Abutting properites are zoned R2.

Existing uses on current property and surrounding properites are residential.

---

Provide a statement explaining the intent of the requested zoning change, the proposed use, and any special or unusual parts of the rezoning request (1412.4(2)(d)): We are seeking to divide the existing parcel into two parcels in order to construct another single-family residence on the new lot that will be created by the subdivision.

---

**REZONE INFORMATION CONT.**

Describe the suitability for development under the existing zoning vs. the proposed zoning. Describe all existing uses and structures (1421.4(2)(e)): The parcel is suitable for the proposed development as it matches the existing neighborhood.

Describe the duration of vacancy or non-use if the property is vacant and unused at the time the application is submitted (1421.4(2)(f)): The portion of the lot that will become a new parcel is vacant land at this time. It has been vacant as long as we have owned it.

Select all existing utilities available and/or describe proposed utilities (1425.1(1)(k)):

- City Water
- Private Well
- City Sewer
- Septic Tank
- Electrical
- Gas
- Telecom

**REQUIRED SUBMITTAL ITEMS (1421.4(2))**

*SELECT THE APPLICABLE ITEMS FOR THE REQUEST*

- Completed Application
- Fee (see Fee Schedule)
- Typed Legal Description
- Typed Detailed Description of the Request
- Survey Plat
- Deed
- Proof of all property taxes paid in full
- Site Plan

Drawn to scale, showing the following:

- Proposed Uses/Buildings
- Proposed Improvement Information
- Parking
- Traffic Circulation
- Landscaping/Buffers
- Stormwater/Detention Structures
- Amenities

Commercial & Industrial Rezoning Site Plans shall also include the following in addition to the items listed for Site Plans:

- Maximum Gross Square Footage of Structures
- Minimum Square Footage of Landscaped Area
- Maximum Structure Height
- Minimum Square Footage of Parking & Drives
- Proposed Number of Parking Spaces
- Required Buffers

Residential Rezoning Sites Plans shall also include the following in addition to the items listed for Site Plans:

- Maximum # of Dwelling Units/Lots
- Maximum Structure Height
- Minimum Square Footage of Dwellings
- Minimum Lot Size
- Maximum Lot Coverage
- Maximum Structure Height
- Location of Amenities
- Required Buffers

For Planned Districts, the applicant must submit a pattern book for review before submitting any rezoning application. Any submittal of a rezone application for a Planned District which has not undergone a preliminary review by staff will be considered incomplete. The pattern book and rezoning site plan shall include all of the applicable items listed above as well as any identified by staff during the preliminary review process:

- Pattern Book Review Completed
- Other Items as identified as required by the Code Enforcement Officer

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:  DATE: 4/12/2023

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

*PROPERTY OWNER'S AUTHORIZATION SIGNATURE IF NOT THE APPLICANT*

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

NOTARY PUBLIC:

SWORN TO AND SUBSCRIBED BEFORE THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_

NOTARY SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

SEAL:

**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. Each applicant is responsible for compliance with the Disclosure of Campaign Contributions and/or Gifts outlined in Section 1450 of the Zoning Ordinance.**



**408 Knight Street Rezone**

Hope Monroe Inc. owns the parcel at 408 Knight Street, which is currently zoned R2 with one single-family residence on the lot. We are seeking to rezone the lot to R1A and subdivide the parcel into two R1A lots. The newly created R1A lot that is vacant land at this time would then be an available lot for the construction of a new single-family residence.

Legal Description

408 Knight Street

All that tract or parcel of land lying and being in Land Lot 66 of the 3<sup>rd</sup> Land District, City of Monroe, Walton County, Georgia and being more particular described as follows;

**BEGINNING** at an iron pin set at an intersection formed by the Southerly right of way of Knight Street (right of way varies) and the westerly right of way of Pine Park Street (50' right of way) said point being the **POINT OF BEGINNING**;

THENCE along the right of way of Pine Park Street South 18 degrees 03 minutes 26 seconds West for a distance of 75.95 feet to a ½ inch rebar found; THENCE leaving the right of way of Pine Park Street South 87 degrees 08 minutes 28 seconds West for a distance of 132.50 feet to an iron pin set; THENCE South 87 degrees 07 minutes 13 seconds West for a distance of 28.03 feet to a ½ inch rebar found; THENCE South 87 degrees 07 minutes 04 seconds West for a distance of 80.86 feet to a 1 ¼ inch open top pipe; THENCE North 01 degrees 00 minutes 00 seconds West for a distance of 99.76 feet to an iron pin set on the right of way of Knight Street; THENCE along the right of way of Knight Street the following four (4) courses and distances South 89 degrees 44 minutes 40 seconds East for a distance of 55.02 feet to a point; THENCE South 88 degrees 53 minutes 20 seconds East for a distance of 53.86 feet to an iron pin set; THENCE South 88 degrees 53 minutes 20 seconds East for a distance of 26.21 feet to a point; THENCE South 84 degrees 03 minutes 52 seconds East for a distance of 132.00 feet to an iron pin set, said point being **POINT OF BEGINNING**.

Said tract described above contains 0.520 acres or 22,667 square feet.



2-1  
KB

Recorded 03/13/2018 03:46PM Deed  
KATHY K. TROST Doc: WD  
WALTON COUNTY CLERK OF COURT  
Georgia Transfer Tax Paid : \$28.40  
Bk 04200 Pg 0301-0302

\* After recording return to  
DICKINSON & WILLIS, LLC  
ATTORNEYS AT LAW  
338 NORTH BROAD STREET  
MONROE, GEORGIA 30655  
FILE # 18-055

space above line for recording

**LIMITED WARRANTY DEED**

STATE OF GEORGIA  
COUNTY OF WALTON

THIS INDENTURE, Made the 8<sup>TH</sup> day of March in the year two thousand and eighteen, between **ANDREW LOREN WILLIAMS**, of the County of Walton and State of Georgia, as party or parties of the first part, hereinafter called "Grantors," and **HOPE MONROE, INC.**, a Georgia Corporation, as party or parties of the second part, hereinafter called "Grantee" (the words "Grantors" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

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

All that tract or parcel of land, together with all improvements thereon, situate, lying and being in the State of Georgia, County of Walton, City of Monroe, located in GMD 419, being Lots No. 32 and 33, according to a survey entitled "Map Showing Subdivision For: Monroe Cotton Mills," Dated August 21, 1963, prepared by Pickrell & Pickrell, recorded in Plat Book 10, Page 215, Clerk's Office, Walton County Superior Court. Reference to said survey is hereby made and the same is incorporated herein for a more complete description of the property conveyed.

*AW*

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

AND GRANTOR WILL WARRANT and forever defend the right and title to the above described property unto Grantee against the claims of any persons owning, holding or claiming by, through or under Grantor.

IN WITNESS WHEREOF, the Grantors have signed and sealed this deed, the day and year above written.

Signed, sealed and delivered in presence of:

*Rachel O. Clark*

Witness

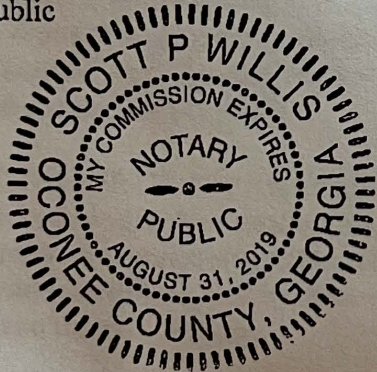
*Andrew Loren Williams*

ANDREW LOREN WILLIAMS

(SEAL)

*Scott P. Willis*

Notary Public





**Planning  
City of Monroe, Georgia**

**CERTIFICATE OF APPROPRIATENESS STAFF REPORT**

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**APPLICATION SUMMARY**

**CERTIFICATE OF APPROPRIATENESS CASE #:** 2433

**DATE:** June 9, 2023

**STAFF REPORT BY:** Brad Callender, Planning & Zoning Director

**APPLICANT NAME:** Wes Peters, for 81 Investment Company LLC

**PROPERTY OWNER:** 81 Investment Company LLC

**LOCATION:** West side of S. Broad St. – 506 S. Broad St.

**ACREAGE:** ±14.13

**EXISTING ZONING:** PRD (Planned Residential District)

**EXISTING LAND USE:** Office building with paved parking areas

**ACTION REQUESTED:** The applicant is requesting approval of a Certificate of Appropriateness application in order to modify the existing parking lot for the office building.

**STAFF RECOMMENDATION:** Staff recommends approval of this Certificate of Appropriateness as submitted without conditions.

**DATE OF SCHEDULED MEETING**

**PLANNING COMMISSION:** June 20, 2023

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**REQUEST SUMMARY**

**CERTIFICATE OF APPROPRIATENESS REQUEST SUMMARY:**

The applicant is requesting approval of a Certificate of Appropriateness application in order to modify an existing parking lot for an office building. The existing parking lot in front of the office building is a non-typical curvilinear shaped parking lot. The applicant proposes to modify the parking lot to better accommodate vehicle movements into and out of the parking lot.

**PROPOSED PROJECT SUMMARY:**

- Modify parking lot design
  - Parking Spaces – 12
  - Parking lot design will be inverted from the current curvilinear design to improve vehicular movement and access to parking 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*.

**643A.1 – Site Planning:**

The site contains an existing office building with a curvilinear parking lot. The site is part of a larger property zoned for a Planned Residential Development. The applicant proposes to modify the parking lot to reverse the curvilinear aspect and improve vehicle movement into and out of the parking lot. The development appears to meet the general intent of the Site Planning Requirements in Section 643A.1(1) of the Zoning Ordinance.

**643A.2 – Architecture:**

This standard is not affected by this request.

**643A.3 – Pavement:**

The existing parking lot was developed as a non-traditional curvilinear style parking lot with parking spaces on the edge of curved parking and access drives. Vehicular turn movements are awkward under the current design and the applicant is requesting to re-develop the parking to reverse the location of the parking and access drives. The pavement areas proposed throughout the site appears to comply with the general and area specific criteria outlined in Section 643A.3 of the Zoning Ordinance.

**643A.4 – Landscaping:**

Landscaped islands will be added to the proposed parking lot modification.

**643A.5 – Signs:**

This standard is not affected by this request.

**643A.6 – Illumination:**

This standard is not affected by this request.

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**STAFF RECOMMENDATION**

Based upon the City Council’s policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested Certificate of Appropriateness application to modify the parking area as submitted without conditions.



# City of Monroe

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

## PLANNING & ZONING COA PERMIT

|                      |                                      |              |  |
|----------------------|--------------------------------------|--------------|--|
| PERMIT #:            | 2433                                 | DESCRIPTION: | COA-PLANNING & ZONING - Parking lot renovation |
| JOB ADDRESS:         | 506 S BROAD ST                       | LOT #:       | 66   |
| PARCEL ID:           | M0160139A00                          | BLK #:       |  |
| SUBDIVISION:         |                                      | ZONING:      |  |
| ISSUED TO:           | 81 Investment Company LLC            | CONTRACTOR:  | 81 Investment Company LLC                      |
| ADDRESS:             | PO Box 2655                          | PHONE:       |  |
| CITY, STATE ZIP:     | Loganville GA 30052                  | OWNER:       |  |
| PHONE:               | 770-715-2800                         | PHONE:       |  |
| PROP.USE VALUATION:  | \$ 0.00                              | DATE ISSUED: | 5/26/2023                                      |
| SQ FT:               | 0.00                                 | EXPIRATION:  | 11/22/2023                                     |
| OCCP TYPE:           |                                      |              |  |
| CNST TYPE:           |                                      |              |  |
| INSPECTION REQUESTS: | 770-207-4674<br>lwilson@monroega.gov |              |  |

| FEE CODE         | DESCRIPTION                         | AMOUNT     |
|------------------|-------------------------------------|------------|
| COA-01           | PLANNING COMMISSION REGULAR MEETING | \$ 100.00  |
| <b>FEE TOTAL</b> |                                     | \$ 100.00  |
| <b>PAYMENTS</b>  |                                     | \$- 100.00 |
| <b>BALANCE</b>   |                                     | \$ 0.00    |

NOTES:

The Planning Commission will hear this request for a Certificate of Appropriateness for parking lot renovation on June 20, 2023 at 5:30pm. The meeting will be held 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)

6/13/23  
DATE



City of Monroe Planning Commission:

Project: 506 S Broad Street

Our request is to reconfigure the parking lot design at 506 S Broad Street. The current parking lot doesn't flow well and can be quite cumbersome to maneuver in and out of. Our intent is to keep a similar design but with what we feel provides a much better flow while maintaining the current aesthetics in place.



Wes Peters  
81 Investment Company LLC

Owner Authorization Statement

I, Darrell McWaters, managing member of 81 Investment Company LLC which owns 506 S Broad Street in Monroe GA, authorize Wes Peters to act on behalf of the company to obtain all necessary approvals from the planning commission for alterations to 506 S Broad Street.



Darrell McWaters  
Managing Member, 81 Investment Company LLC

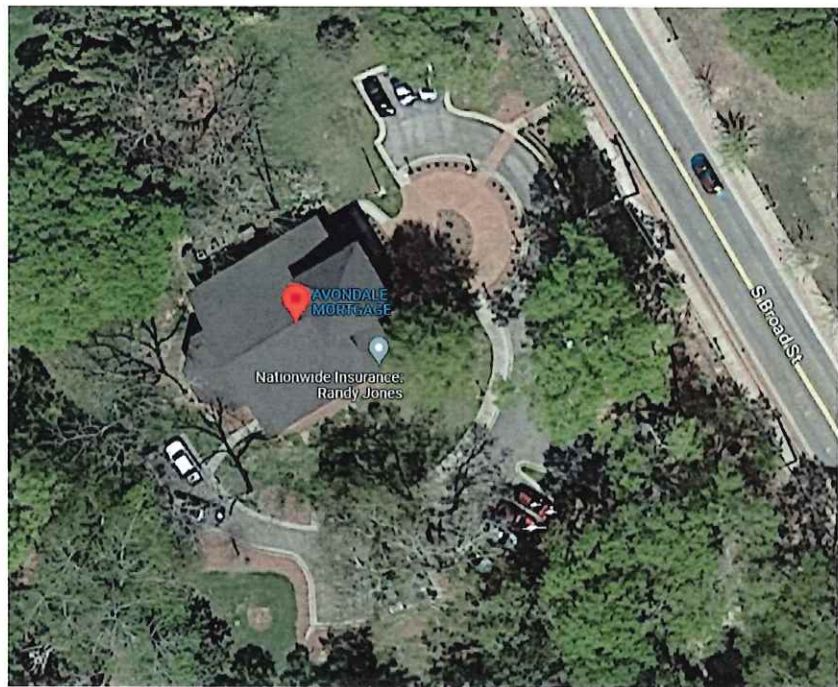


# 506 S Broad Street

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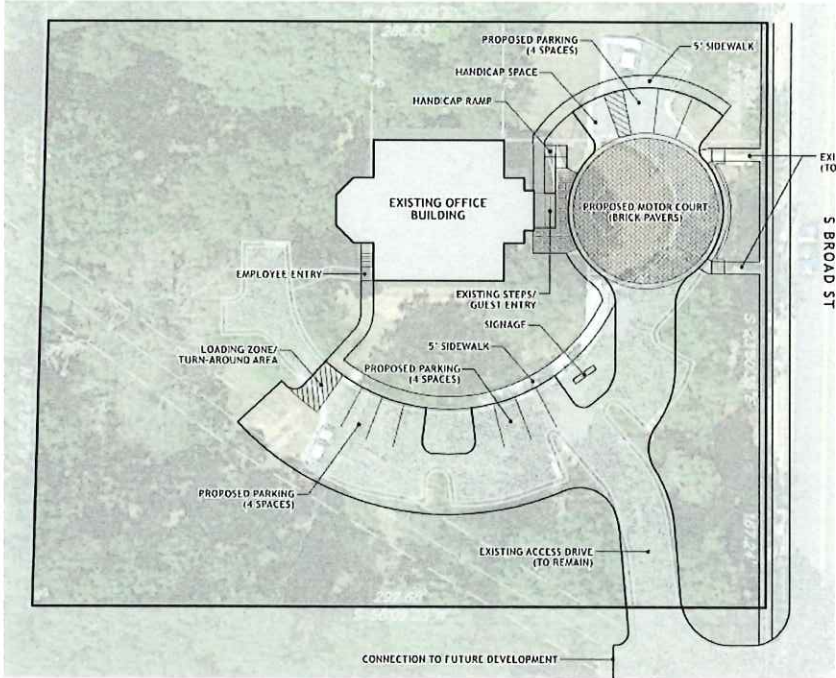
Parking Lot Revision





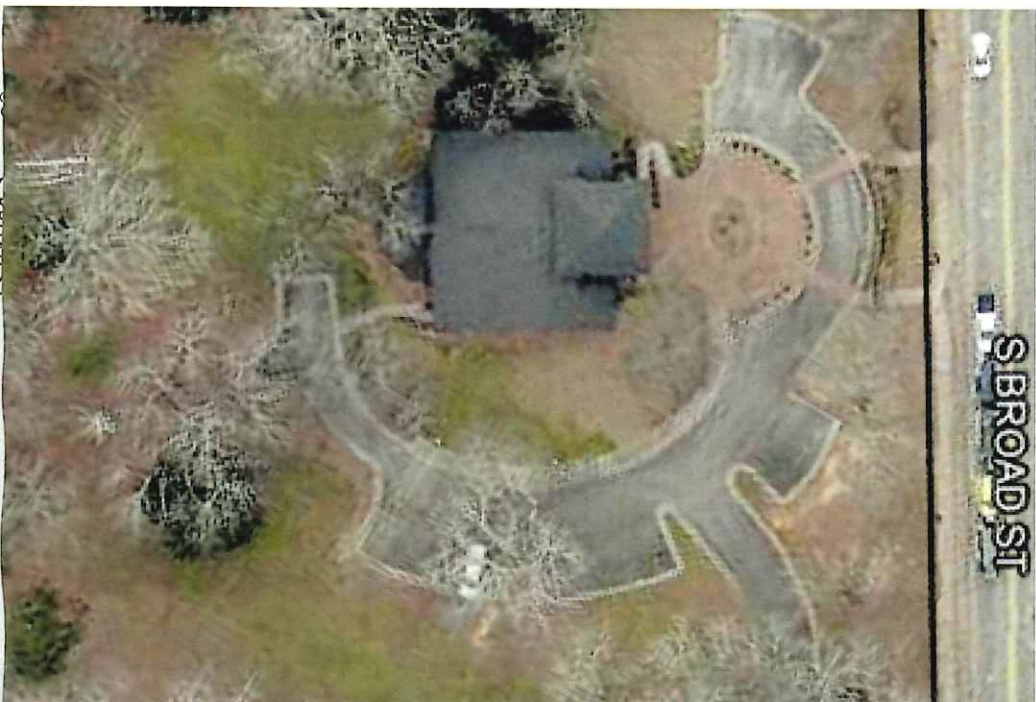
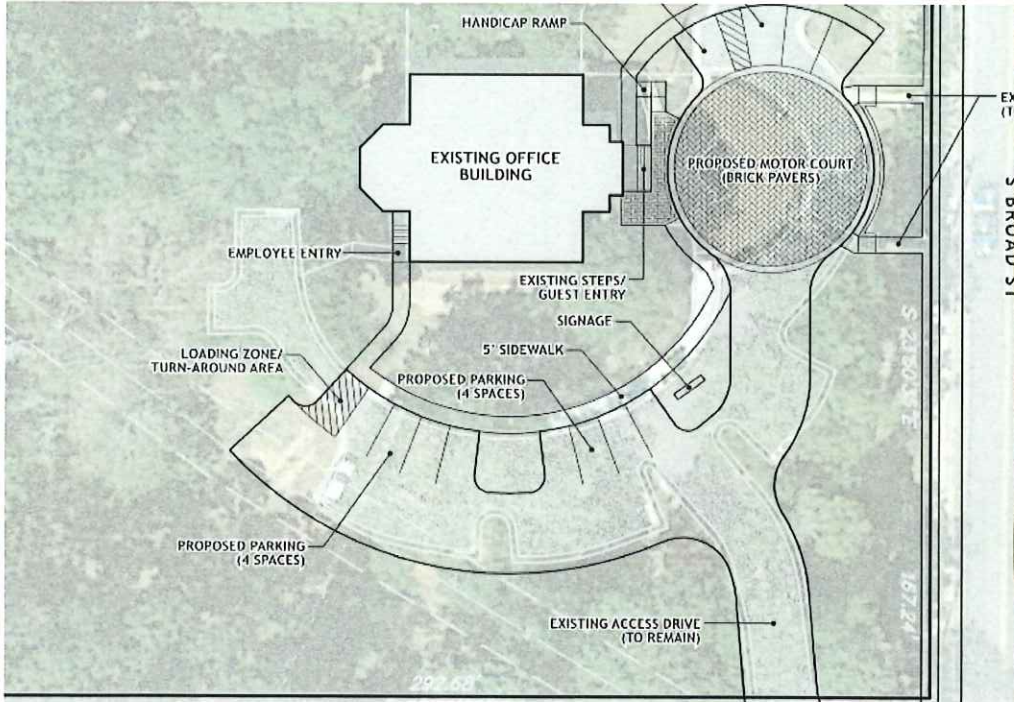
Existing Parking Lot

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# Proposed Parking Lot

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# Parking Lot Comparison

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**Planning  
City of Monroe, Georgia  
PRELIMINARY PLAT REVIEW**

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**APPLICATION SUMMARY**

**PRELIMINARY PLAT CASE #:** 2434

**DATE:** June 9, 2023

**STAFF REPORT BY:** Brad Callender, Planning & Zoning Director

**PROJECT NAME:** The Overlook of Monroe

**DEVELOPER:** The Overlook of Monroe, LLC

**PROPERTY OWNER:** The Overlook of Monroe, LLC

**DESIGN CONSULTANT:** Alcovy Consulting Engineering

**LOCATION:** East side of S. Madison Ave. and the west side of Milledge Ave.

**ACREAGE:** ±0.647

**EXISTING ZONING:** B-2 (General Commercial District)

**EXISTING LAND USE:** Cleared and graded in preliminary stage of development

**ACTION REQUESTED:** The owner is requesting Preliminary Plat approval to subdivide the property into 7 townhome lots with 1 common area lot.

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

**DATE OF SCHEDULED PUBLIC HEARINGS**

**PLANNING COMMISSION:** June 20, 2023

**CITY COUNCIL:** July 17, 2023

---

**PRELIMINARY PLAT SUMMARY**

The applicant is requesting approval of a Preliminary Plat to subdivide the site into 7 townhome lots with 1 common area lot. Vehicular access to townhomes will be via private drive off S. Madison Ave. at the rear of the townhomes. The townhomes will be oriented to have 4 townhomes facing S. Madison Ave. and 3 townhomes facing Milledge Ave.

**PROJECT SUMMARY:**

- Project Name – Overlook of Monroe
- Development Type – Townhomes
- Site Area – ±0.647 Acres
- Proposed Lots – 7; smallest lot ±2,217 Sf and largest lot ±2,360 Sf
  - 1 Common Area lot is included in the development



# City of Monroe

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

## MAJOR SUBDIVISION PERMIT

|                      |                                      |              |   |
|----------------------|--------------------------------------|--------------|---|
| PERMIT #:            | 2434                                 | DESCRIPTION: | PRELIMINARY PLAT - The Overlook of Monroe |
| JOB ADDRESS:         | 319 S MADISON AVE                    | LOT #:       | 65  |
| PARCEL ID:           | M0160125                             | BLK #:       | 3   |
| SUBDIVISION:         | THE OVERLOOK OF MONROE               | ZONING:      | B2  |
| ISSUED TO:           | New Leaf Georgia LLC                 | CONTRACTOR:  | New Leaf Georgia LLC                      |
| ADDRESS:             | PO Box 256                           | PHONE:       |   |
| CITY, STATE ZIP:     | Statham GA 30666                     | OWNER:       |   |
| PHONE:               | 706-424-0999                         | PHONE:       |   |
| PROP.USE VALUATION:  | \$ 0.00                              | DATE ISSUED: | 5/26/2023                                 |
| SQ FT:               | 0.00                                 | EXPIRATION:  | 11/22/2023                                |
| OCCP TYPE:           |                                      |              |   |
| CNST TYPE:           |                                      |              |   |
| INSPECTION REQUESTS: | 770-207-4674<br>lwilson@monroega.gov |              |   |

| FEE CODE         | DESCRIPTION                       | AMOUNT            |
|------------------|-----------------------------------|-------------------|
| PZ-05            | PRELIMINARY PLAT REVIEW (PER LOT) | \$ 240.00         |
| <b>FEE TOTAL</b> |                                   | <b>\$ 240.00</b>  |
| <b>PAYMENTS</b>  |                                   | <b>\$- 240.00</b> |
| <b>BALANCE</b>   |                                   | <b>\$ 0.00</b>    |

NOTES:

The Planning Commission will hear and make recommendation on this request for a Preliminary Plat at 319 S Madison Ave on June 20, 2023 at 5:30pm. The Monroe City Council will hear and make a decision on this request on July 17, 2023 at 6:00pm. Both meetings will be held 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)

6/13/23  
DATE



# CITY OF MONROE

RECEIVED  
#2434

## PRELIMINARY PLAT APPLICATION

Project Name: The Overlook of Monroe

Project Location: 319 S. Madison Ave.

Development Type: Residential

Parcel #: M0160124 & M0160125 Acreage: 0.647 AC Total Lots or Units: 7

Applicant: Bruce Hendley Phone #: 706-424-0999

Address: PO Box 256 City: Satham State: GA Zip: 30666

Property Owner: New Leaf Georgia, LLC Phone #: 706-424-0999

Address: PO Box 256 City: Satham State: GA Zip: 30666

Developer: Same as Owner Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Designer: Alcovy Consulting Engineering Phone #: 770-466-4002

Address: 485 Edwards Rd. City: Oxford State: GA Zip: 30054

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: *Bruce Hendley* DATE: 5/3/23

SIGNATURE OF OWNER: *Bruce Hendley* DATE: 5/3/23

**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.

**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 Monroee.

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 Preliminary Approval by the City of Monroe Planning Commission. This Preliminary Approval does not constitute approval of a Final Plat.

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By: \_\_\_\_\_, Chairman

By: \_\_\_\_\_, Secretary

**CERTIFICATE OF APPROVAL BY MAYOR AND COUNCIL**

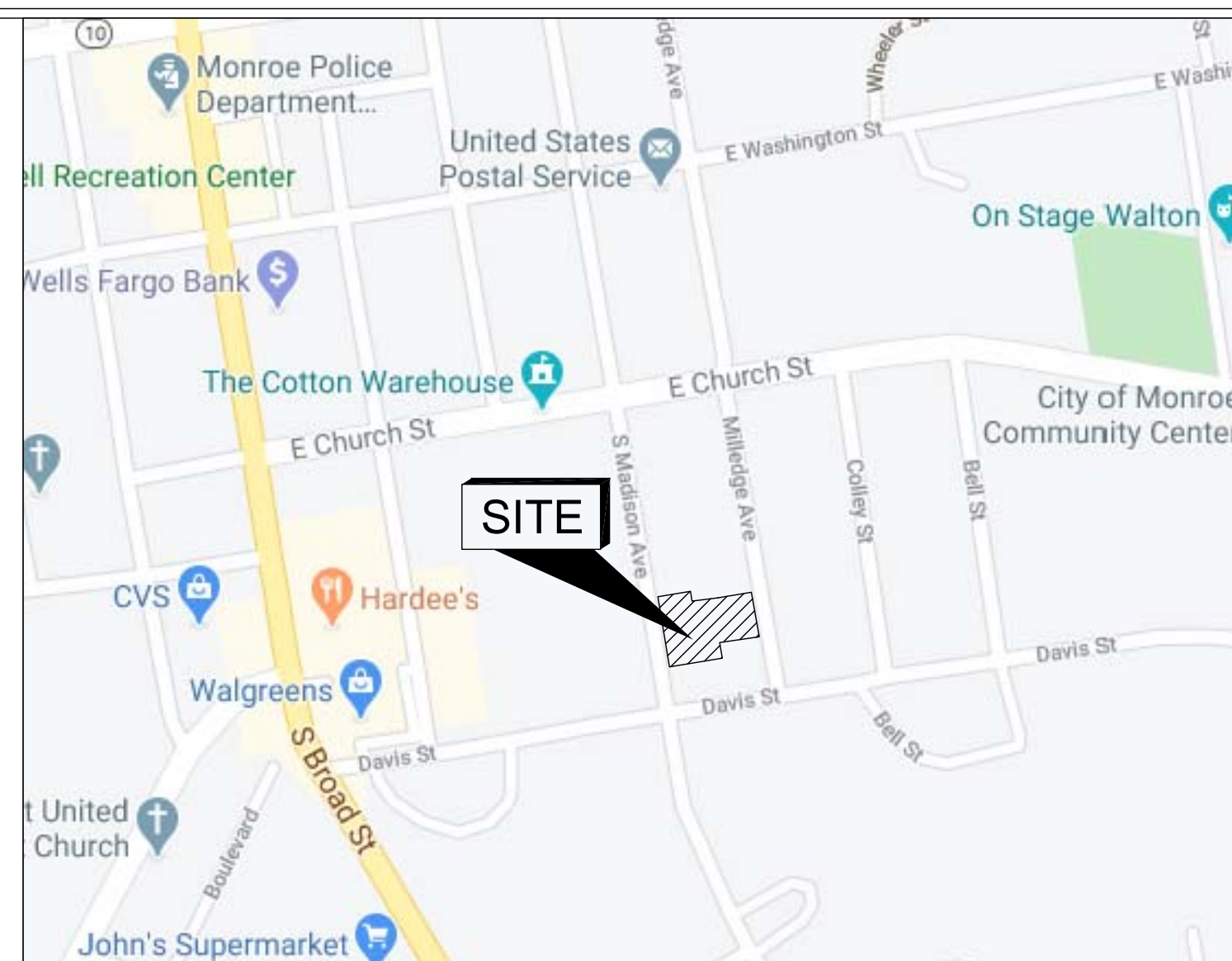
The Preliminary Plat shown hereon has been found to comply with the Zoning Ordinance and the Development Regulations of the City of Monroe and is hereby given Preliminary Approval by the City of Monroe Mayor and Council. This Preliminary Approval does not constitute approval of a Final Plat. This Certificate 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 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 \_\_\_\_\_, 20\_\_\_\_

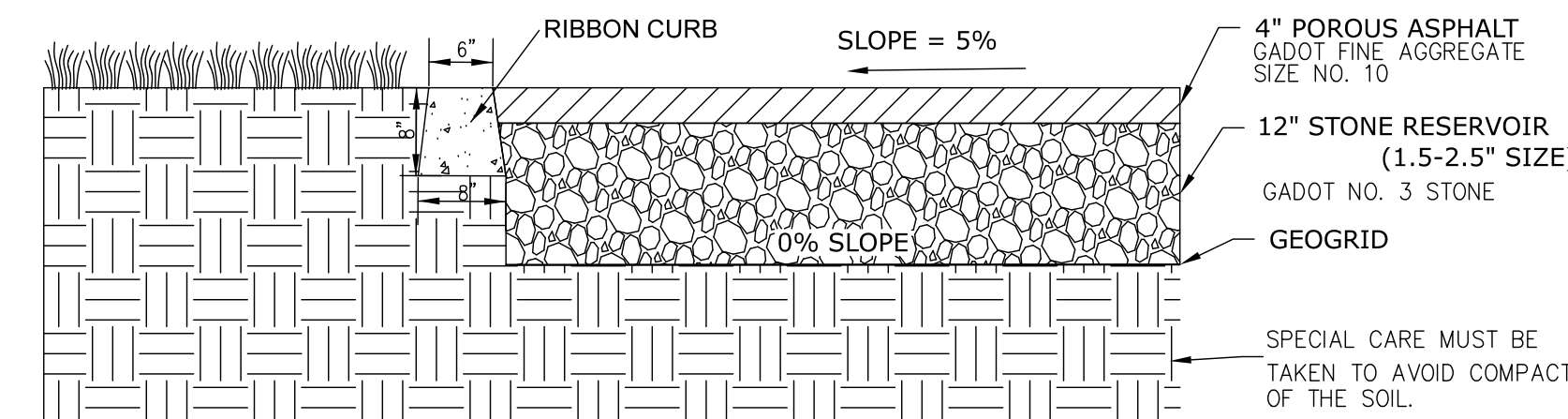
By: \_\_\_\_\_, Mayor

By: \_\_\_\_\_, City Clerk

|   |
|---|
| TOTAL SITE AREA = 0.647 ACRES   |
| TOTAL DISTURBED AREA = 0.65 ACRES   |
| THERE ARE NO STATE WATERS ON THE SITE.  |
| THERE ARE NO NWI WETLAND ON SITE. UPON A SITE VISIT, THERE WERE NO VEGETATION WHICH INDICATES WETLANDS ON SITE. |



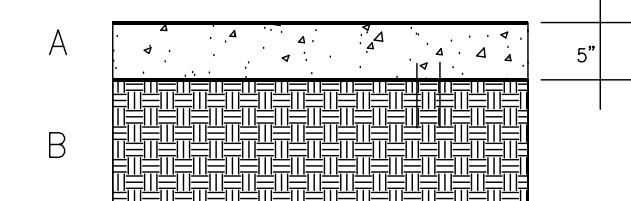
VICINITY MAP  
N.T.S.



POROUS ASPHALT TYPICAL INSTALLATION

NO SCALE: SEE SHEET C5.2 FOR CALCULATION

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



CONCRETE PAVEMENT

NO SCALE

**PAVEMENT LEGEND**

- POROUS ASPHALT
- CONCRETE PAVEMENT

| LOT # | AREA         | AREA          |
|-------|--------------|---------------|
| 1     | 0.0188 ACRES | 820 SQ. FT.   |
| 2     | 0.0094 ACRES | 409 SQ. FT.   |
| 3     | 0.0230 ACRES | 1,002 SQ. FT. |
| 4     | 0.0246 ACRES | 1,070 SQ. FT. |
| 5     | 0.0227 ACRES | 989 SQ. FT.   |
| 6     | 0.0229 ACRES | 997 SQ. FT.   |
| 7     | 0.0306 ACRES | 1,333 SQ. FT. |

- SITE PLAN NOTES:**
- ALL WORK AND MATERIALS SHALL COMPLY WITH ALL CITY OF MONROE REGULATIONS AND CODES AND D.S.H.A. STANDARDS.
  - CONTRACTOR SHALL REFER TO THE ARCHITECTURAL PLANS FOR EXACT LOCATIONS AND DIMENSIONS OF SIDEWALKS. PRECISE BUILDING DIMENSIONS AND EXACT BUILDING UTILITY ENTRANCE LOCATIONS.
  - ALL DISTURBED AREAS ARE TO RECEIVE SEED, MULCH AND WATER UNTIL A HEALTHY STAND OF GRASS IS ESTABLISHED.
  - ALL ISLANDS WITH CURB & GUTTER SHALL BE LANDSCAPED. THOSE ISLANDS ARE TO HAVE 18" CURB & GUTTER.
  - ALL CURBED RADI ARE TO BE 5' UNLESS OTHERWISE NOTED. STRIPED RADI ARE TO BE 5'.
  - ALL DIMENSIONS AND RADIANE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
  - THERE ARE EXISTING STRUCTURES TO BE REMOVED AS SHOWN. CONTACT ENGINEER IF ANY ADDITIONAL STRUCTURES ARE FOUND.
  - CONTRACTOR SHALL BE RESPONSIBLE FOR ALL RELOCATIONS, INCLUDING BUT NOT LIMITED TO, ALL UTILITIES, STORM DRAINAGE, SIGNS, TRAFFIC SIGNALS & POLES, ETC. AS REQUIRED. ALL WORK SHALL BE IN ACCORDANCE WITH GOVERNING AUTHORITIES SPECIFICATIONS AND SHALL BE APPROVED BY SUCH. ALL COST SHALL BE INCLUDED IN BASE BID.
  - BOUNDARY AND TOPOGRAPHIC INFORMATION TAKEN FROM A SURVEY BY ALCOVY SURVEYING AND ENGINEERING, INC., DATED 3-28-15.
  - TOTAL SITE AREA IS 0.647 ACRES.
  - SITE HAS NO EXISTING OR PREVIOUSLY EXISTING LANDFILLS AND NO PROPOSED ON-SITE BURIAL PITS.
  - THERE ARE NO CEMETERIES OR OTHER SIGNIFICANT OR HISTORICAL AREAS ON THE SITE.
  - SITE SHALL COMPLY WITH CITY OF MONROE B2 ZONING AND THE CONDITIONS APPROVED BY CITY COUNCIL.
  - WATER AND SEWER SERVICE BY CITY OF MONROE.
  - HANDICAP RAMPS REQUIRED AT ALL SIDEWALK CROSSINGS.
  - THE PROPERTY OWNER ASSOCIATION SHALL BE RESPONSIBLE FOR MAINTENANCE OF STORM WATER MANAGEMENT SYSTEM OUTSIDE OF THE RIGHT-OF-WAY INCLUDING DETENTION AND WATER QUALITY FACILITIES, LAKES, STORM DRAINAGE, AND/OR WATER COURSES.
  - NECESSARY BARRICADES, SUFFICIENT LIGHTS, SIGNS AND OTHER TRAFFIC CONTROL METHODS AS MAY BE NECESSARY FOR THE PROTECTION AND SAFETY OF THE PUBLIC SHALL BE PROVIDED AND MAINTAINED THROUGHOUT THE WIDENING OF AND CONSTRUCTION ON ROADS IN CITY OF MONROE.
  - STREETLIGHTS ARE TO BE DESIGNED AND INSTALLED BY POWER PROVIDER.
  - THERE ARE NO NWI WETLANDS ON THE SITE.
  - THERE ARE NO STATE WATERS ON SITE.
  - NOI REQUIRED.
  - PROPOSED USE: TOWNHOMES WITH COMMON AREA.
  23. SITE SETBACK: FRONT SETBACK - 10' SIDE SETBACK - 10' REAR SETBACK - 10'

**SITE PLAN KEYED NOTES**

- AREA STRIPED WITH SWSL/4"ACMP @ 45° AT 2'-0" O.C.
- 24" CONCRETE CURB AND GUTTER (TYPE A) TYPICAL. SEE DETAIL SHEET.
- 24" CONCRETE CURB AND GUTTER (TYPE B) TYPICAL. SEE DETAIL SHEET.
- PARKING CURB/WHEEL STOP

**LEGEND**

- R.B.F. = REBAR FOUND
- I.P.S. = IRON PIN SET WITH CAP STAMPED "ALCOVY"
- C.M.F. = CONCRETE MONUMENT FOUND
- O.T.P. = OPEN TOP PIPE
- C.T.P. = CRIMPED TOP PIPE
- R/W = RIGHT OF WAY
- P.L. = PROPERTY LINE
- C.L. = CENTER LINE
- B.S.L. = BUILDING SETBACK LINE
- L.L. = LAND LOT
- L.L.L. = LAND LOT LINE
- G.M.D. = GEORGIA MILITIA DISTRICT
- T.B.M. = TEMPORARY BENCH MARK
- R. = RADIUS
- CH. = CHORD
- TAN. = TANGENT
- N/O. = NOW OR FORMERLY
- D.B. = DEED BOOK
- P.B. = PLAT BOOK
- P.C. = PAGE
- D.E. = DRAINAGE EASEMENT
- S.S.E. = SANITARY SEWER EASEMENT
- F.F.E. = FINISHED FLOOR ELEVATION
- = MANHOLE
- = DRAIN INLET
- = FIRE HYDRANT
- = LIGHT POLE
- = POWER POLE
- = POWER LINE
- = FENCE LINE
- = WATER LINE
- = GAS LINE
- = VALVE
- = WELL
- (DISTANCE) = DEED OR PLAT CALL
- P.O.C. = POINT OF COMMENCEMENT
- P.O.B. = POINT OF BEGINNING

**GEORGIA811**

www.Georgia811.com



**A.C.E.**  
ALCOVY CONSULTING ENGINEERING AND ASSOCIATES, LLC.

P.O.C. TIP HUYNH, P.E.  
485 Edwards Rd.  
Oxford, Georgia 30054  
Phone: 770-466-4002  
tipacello@gmail.com

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**PRELIMINARY PLAT**

**PROPOSED THE OVERLOOK OF MONROE**

PARCEL: M0160124 & M0160125  
LAND LOT: 65  
DISTRICT: 3RD  
319 S MADISON AVE.  
CITY OF MONROE, GA

DATE: 11/15/2021

SCALE: 1" = 20'

**OWNER/DEVELOPER**

NEW LEAF GEORGIA, LLC.  
P O BOX 256  
STATHAM, GA 30666  
BRUCE HENDLEY  
706-424-0999  
bruce@hendleyhomesga.com

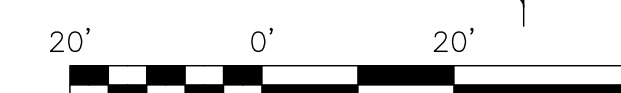
24 HOUR - EMERGENCY CONTACT  
BRUCE HENDLEY  
706-424-0999  
bruce@hendleyhomesga.com

**REVISIONS**

| NO. | DATE    | DESCRIPTION       |
|-----|---------|-------------------|
| 1   | 1/25/22 | UTILITY COMMENTS  |
| 2   | 2/08/22 | UTILITY COMMENTS  |
| 3   | 3/28/23 | REVISE SEWER LINE |

JOB No. 18-033

C-1.2







**Planning  
City of Monroe, Georgia  
PRELIMINARY PLAT REVIEW**

---

**APPLICATION SUMMARY**

**PRELIMINARY PLAT CASE #:** 2435

**DATE:** June 9, 2023

**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 SR 11, south side of Double Springs Church Road, 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 an undedicated street

**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:** June 20, 2023

**CITY COUNCIL:** July 17, 2023

---

**PRELIMINARY PLAT SUMMARY**

The applicant is requesting approval of a Preliminary Plat to subdivide two existing properties into 6 commercial lots. One new street will be dedicated off Double Springs Church Road and Double Springs Church Road itself will be extended to Saratoga Way.

**PROJECT SUMMARY:**

- Project Name – Ayefour Development Phase II
- Development Type – Commercial Subdivision
- Site Area – ±17.758 Acres
- Proposed Lots – 6; smallest lot ±1.00 acres and largest lot ±9.996 acres



# City of Monroe

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

## MAJOR SUBDIVISION PERMIT

|                      |                                      |              |                         |
|----------------------|--------------------------------------|--------------|-------------------------|
| PERMIT #:            | 2435                                 | DESCRIPTION: | PRELIMINARY PLAT 6 LOTS |
| JOB ADDRESS:         | HWY 138                              | LOT #:       |                         |
| PARCEL ID:           | M0040003 & M0050045                  | BLK #:       |                         |
| SUBDIVISION:         |                                      | ZONING:      | B-3                     |
| ISSUED TO:           | Lee Rowell                           | CONTRACTOR:  | Lee Rowell              |
| ADDRESS:             | PO Box 1936                          | PHONE:       |                         |
| CITY, STATE ZIP:     | Monroe GA 30655                      | OWNER:       |                         |
| PHONE:               | 706-342-1104                         | PHONE:       |                         |
| PROP. USE:           |                                      | DATE ISSUED: | 5/26/2023               |
| VALUATION:           | \$ 0.00                              | EXPIRATION:  | 11/22/2023              |
| SQ FT:               | 0.00                                 |              |                         |
| OCCP TYPE:           |                                      |              |                         |
| CNST TYPE:           |                                      |              |                         |
| INSPECTION REQUESTS: | 770-207-4674<br>lwilson@monroega.gov |              |                         |

| FEE CODE         | DESCRIPTION                       | AMOUNT     |
|------------------|-----------------------------------|------------|
| PZ-05            | PRELIMINARY PLAT REVIEW (PER LOT) | \$ 180.00  |
| <b>FEE TOTAL</b> |                                   | \$ 180.00  |
| <b>PAYMENTS</b>  |                                   | \$- 180.00 |
| <b>BALANCE</b>   |                                   | \$ 0.00    |


NOTES:

The Planning Commission will hear and make recommendation on this request for a Preliminary Plat at the intersection of Charlotte Rowell Blvd and Hwy 11 on June 20, 2023 at 5:30pm. The Monroe City Council will hear and make a decision on this request on July 17, 2023 at 6:00pm. Both meetings will be held 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)

6/13/23  
 DATE



RECEIVED #2435

# CITY OF MONROE

## PRELIMINARY PLAT APPLICATION

Project Name: Ayefour Development, Phase II

Project Location: GA Hwy 138 @ GA Hwy 11

Development Type: Commerical B-3

R/W Dedicated = 1.136 AC.  
R/W Abandoned = 0.199 AC.

Parcel #: MO040003 & MO0500045 Acreage: Total 16.423 Total Lots or Units: 6

Applicant: Rowell FLP / Ayefour Development Phone #: 770-318-6153

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

Property Owner: Rowell FLP & Ayefour Development, Inc. Phone #: 770-318-6153

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

Developer: Ayefour Development, Inc. Phone #: 770-318-6153

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

Designer: Precision Planning, Inc. Phone #: 770-267-8800

Address: 802 E. Spring St. City: Monroe State: GA Zip: 30655

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: [Signature] DATE: 5/4/23

SIGNATURE OF OWNER: [Signature] DATE: 5/4/23

**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.

- Compose
- Inbox
- Sent
- Starred
- Unread
- Important
- Spam
- Trash
- Archives
- Search
- Tracked
- Categories
- More

6:50e

Monroe 138@11 / BOE

Inbox

Reply

Forward



Donny James

To me

See

7:24 PM (1 hour ago)

Here is area summary:

**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 = 9.996 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)

Labels

[Small]Trash

AMKX

Financial - 5/2/16

Financial - 10/16

Financial - 2/17

Financial - 4/17

Financial - 6/17

Financial - 8/17

Financial - 10/17

Financial - 12/17

Financial - 2/18

Financial - 4/18

Financial - 6/18

Financial - 8/18

Financial - 10/18

Financial - 12/18

Thank You,



Pause mobile notifications while you're using this device



To pause Gmail mobile notifications while you're active on this device, allow your browser to detect if you're active or away. Click Continue and then Allow when prompted by your browser.

Continue

No thanks

PROPERTY INFORMATION: 1245 & 1125 NORTH BROAD STREET MONROE, GEORGIA 30655

OWNER/DEVELOPER: LEE ROWELL, P.O. BOX 1936, MONROE, GA 30655

SURVEYOR: PRECISION PLANNING INC., 400 PIKE BOULEVARD LAWRENCEVILLE, GEORGIA 30046

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 AYEFOR DEVELOPMENT, PREPARED BY PRECISION PLANNING, INC. (JOB# 08129), DATED 7/18/08, RECORDED IN PLAT BOOK 104, PAGE 62, WALTON COUNTY RECORDS.

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

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

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...

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...

FIELD CLOSURE STATEMENT: THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 40,100 AN ANGULAR ERROR OF 1.9 SECONDS PER ANGLE POINT & WAS ADJUSTED USING LEAST SQUARES.

PLAT CLOSURE STATEMENT: THIS PLAT HAS BEEN CALCULATED FOR CLOSURE & IS ACCURATE WITHIN ONE FOOT IN

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 GEOID 18.

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 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 NAMED SAID PERSON...

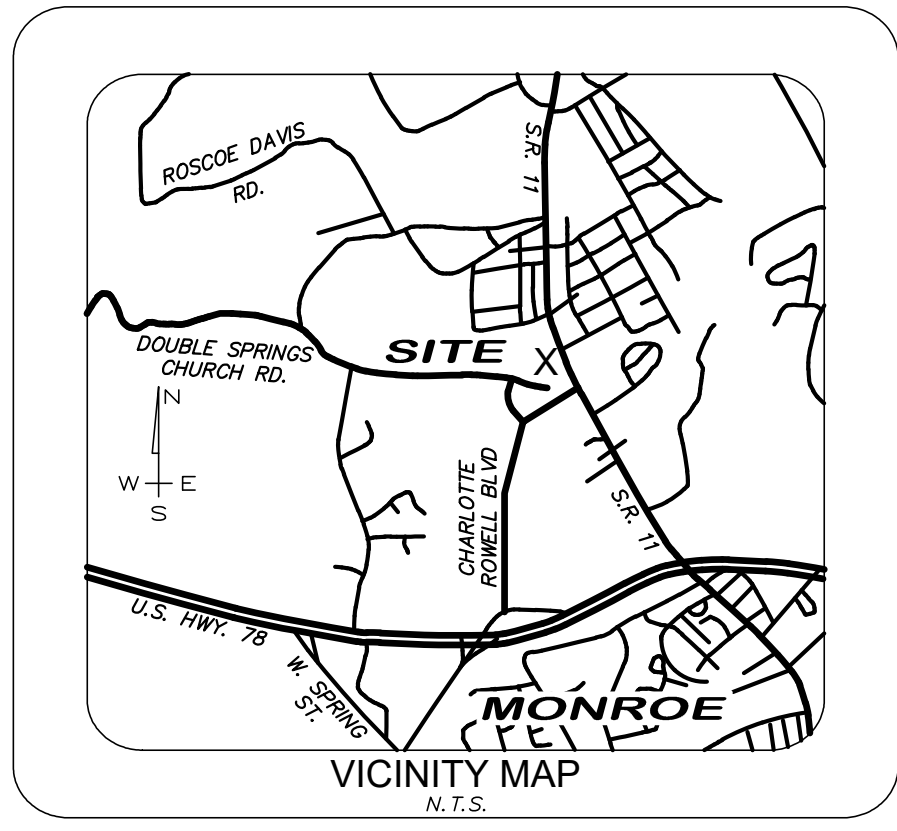
INFORMATION REGARDING THE REPUTED PRESENCE, SIZE, CHARACTER AND LOCATION OF EXISTING UNDERGROUND UTILITIES AND STRUCTURES IS SHOWN HEREON. THERE IS NO CERTAINTY OF THE ACCURACY OF THIS INFORMATION AND IT SHALL BE CONSIDERED IN THAT LIGHT BY THOSE USING THIS DRAWING...

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

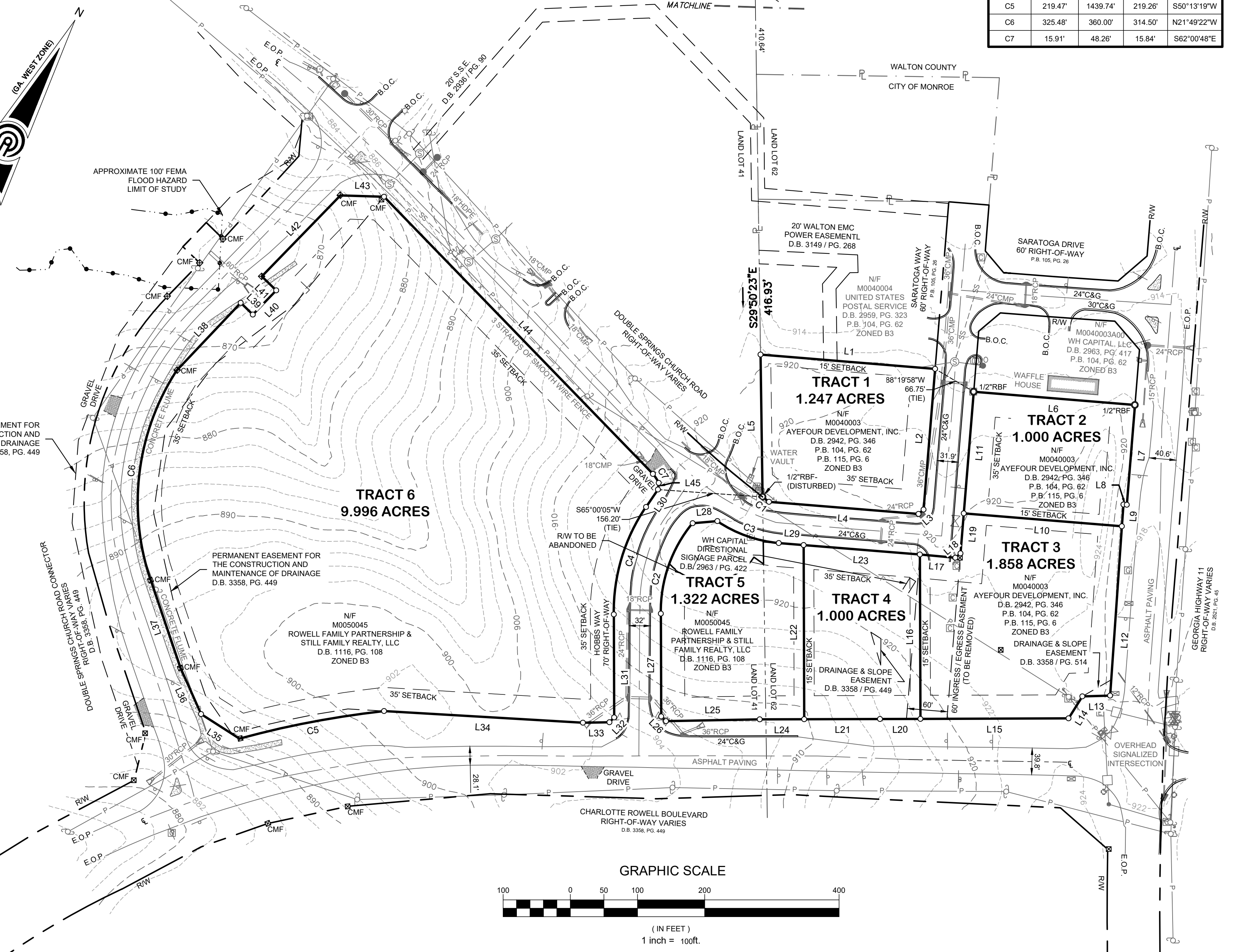
LINE TABLE with columns: LINE, LENGTH, BEARING, LINE, LENGTH, BEARING. Lists 23 line segments with their respective measurements.

LEGEND: Symbols for various features like IRON PIN FOUND, CONCRETE MONUMENT FOUND, SANITARY SEWER MANHOLE, etc. Includes notes on how to read the symbols.

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.



CURVE TABLE with columns: CURVE, LENGTH, RADIUS, CHORD, BEARING. Lists 7 curves with their geometric data.



PRECISION Planning Inc. logo and contact info. PRELIMINARY PLAT PHASE II SHEET TITLE table with columns: DATE, NO, DESCRIPTION, FIELD, DRAWN, CHECKED, APJ, NAP, DEJ, RELEASE. Includes date 03/10/2023 and sheet number 1 OF 1.

FILE PATH: E:\SD\KPRO\08129\DWG\SURVEY\08129\_PRELIMINARY PLAT.DWG - DONNY JAMES PLOT DATE: 5/25/2023 5:23 PM

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF MONROE, GEORGIA, TO COMPLY WITH HOUSE BILL 1405 ‘ZONING PROCEDURES LAW’

THE MAYOR AND COUNCIL OF THE CITY OF MONROE HEREBY ORDAIN AS FOLLOWS:

ARTICLE I.

The Zoning Ordinance of the City of Monroe, officially adopted June 10, 2014, and effective July 1, 2014, as thereafter amended, is hereby amended by implementing the below text amendment as follows, underlined sections are added, stricken sections are being removed.

**16<sup>th</sup> AMENDMENT – JULY 17, 2023**

***643.4 Application to Corridor Commission for Certificate of Appropriateness***

(1) Approval of Alterations or New Construction.

If a property is within the Corridor, no building permit shall be issued and no material change in the appearance of such property, or of a structure, site, or work of art within the Corridor, shall be made or be permitted to be made by the owner or occupant thereof, unless or until application for a Certificate of Appropriateness (“COA”) has been submitted to and approved by the Commission. Any approved changes shall conform to all the requirements specified in the COA and this section. Building Permits related to interior changes to existing buildings in the Corridor as of the date of this Ordinance are exempt from the requirement of obtaining a COA from the Commission.

(2) Approval of New Construction within Designated Districts.

The Commission may issue a COA for new projects and structures constructed within the Corridor. These structures shall conform in design, scale and setback, to the requirements specified in Section 643A.

(3) Application Process.

(a) An application for a COA shall be accompanied by such relevant drawings, photographs, or plans reasonably required by the Commission per this section and shall be submitted to the Code Enforcement Officer at least ~~forty-five (45)~~ sixty (60) days prior to the Commission’s regularly scheduled meeting.

(b) For Minor Changes to existing development and/or buildings, no COA shall be required. Minor Changes are defined solely as: changes in type of roofing material, removal of non-conforming signs or structures and installation of irrigation, and alterations involving less than Five Thousand Dollars (\$5,000.00) expense to existing elevations or site plans.

(4) Acceptable Commission Reaction to Applications for COA.

(a) The Commission shall, after the public hearing described below, approve the application and issue a COA, as presented, or as modified by the Commission with conditions, if it finds that the proposed

change(s) in the appearance would not have a substantial adverse effect on the Corridor. In making this determination, the Commission shall consider impervious surface, parking, parking islands, green space, signage, trees, landscaping, buffers, lighting, the architectural value and significance, the historical value and significance, architectural style, general design arrangement, texture, and material of the architectural features involved, and the relationship thereof to the exterior architectural style, and appurtenant features of other development and structures in the Corridor, all of these considered in the context of the standards set forth below.

(b) The Commission shall deny a COA, if it finds based on the Corridor Guidelines in Section 643A that the proposed change(s) would have substantial adverse effects on the Corridor or any structure therein.

(5) Public Hearings on Applications for Certificates of Appropriateness, Notices.

Public hearings and notice shall comply with Section 1440 of this Ordinance.

~~Fifteen (15) to Forty Five (45) At least thirty (30) days prior to review of a COA by the Commission, the Commission shall inform the owners of any property likely to be affected by reason of the application, and shall give applicant and such owners an opportunity to be heard. Said notice shall be via newspaper advertisement and signage in the same manner as for zoning hearings as outlined in Section 1440 of this Ordinance. Commission notice, hearings and actions shall be conducted the same as Planning Commission and Mayor and Council hearings and actions.~~

(6) Interior Alterations.

In its review of all applications for a COA, the Commission shall not consider interior arrangement or use having no effect on exterior features, safety or utility.

(7) Deadline for Approval or Rejection of Application for COA.

The Commission shall act on an application for a COA within not more than Sixty (60) days after the filing thereof by the applicant, unless such a decision is deferred to a future meeting of the Commission.

(8) Appeals ~~to Mayor and Council~~; Building Permits.

~~(a) Any Applicant aggrieved by a decision of the Commission may appeal said decision to the Council. Said appeal shall be filed in writing with the Code Enforcement Officer within 30 days of the decision of the Commission.~~

~~(b) On appeal, the Council may uphold the decision of the Commission or reject the decision made by the Commission and enter a different decision on the COA if the Council finds that the Commission abused its discretion by acting arbitrarily and/or in violation of constitutional rights in reaching its decision.~~

(a) Appeals shall comply with Section 1446 of this Ordinance.

(e) In cases where the application covers a change in the appearance of a structure which would require the issuance of a building permit, the rejection of the application for a COA by the Commission shall be

binding upon the Code Enforcement Officer charged with issuing building permits and, in such case, no building permit shall be issued.

(9) Requirement of Conformance with COA.

Work not in accordance with an issued COA is expressly prohibited.

(10) COA Void if Construction not Commenced.

A COA shall become void unless construction is commenced within six (6) months of date of issuance. Certificates of Appropriateness shall be issued for Eighteen (18) months, at which time they shall expire. A new application must be made and a new COA obtained for any construction or other modification after Eighteen (18) months from the original COA.

(11) Recording of Applications for COA.

The Commission shall keep a public record of all applications for COA, and of minutes of the Commission's proceedings in connection with said applications.

(12) Acquisition of Property.

The Commission may, when authorized by the Mayor and Council, and when reasonably necessary or appropriate for the preservation of a unique property, enter into negotiations with the owner for the acquisition by gift, purchase, exchange, or otherwise, of the property or any interest therein to the City.

**1440.1 Published Notice.**

(1) Planning Commission Hearing. A public notice shall be published in the official legal organ of Walton County, Georgia, or in a newspaper of general circulation in Monroe at least days fifteen (15) days and not more than forty-five (45) days prior to the scheduled meeting of the City of Monroe Planning Commission, stating that the Planning Commission will hold a hearing and stating the purpose, time, date, and location of the hearing, location of the property being considered, the present zoning classification, and a brief description of the nature of the requested action.

(2) City Council Hearing. A public notice shall be published in the official legal organ of Walton County, Georgia, or in a newspaper of general circulation in Monroe at least fifteen (15) days and not more than forty-five (45) days prior to the scheduled meeting of the Council, stating that the Council will hold a hearing and stating the purpose, time, date, and location of the hearing, location of the property being considered, the present zoning classification, and a brief description of the nature of the requested action.

(3) Corridor Design Commission. A public notice shall be published in the official legal organ of Walton County, Georgia, or in a newspaper of general circulation in Monroe at least days thirty (30) days prior to the scheduled meeting of the City of Monroe Corridor Design Commission, stating that the Corridor Design Commission will hold a hearing and stating the purpose, time, date, and location of the hearing, location of the property being considered, the present zoning classification, and a brief description of the nature of the requested action. Additional notice shall be mailed to the owner of the property that is the subject of the proposed action.

(4) Notwithstanding any other provision of this chapter to the contrary, when a proposed zoning decision relates to an amendment of the zoning ordinance to revise one or more zoning classifications or



definitions relating to single-family residential uses of property so as to authorize multifamily uses of property pursuant to such classification or definitions, or to grant blanket permission, under certain or all circumstances, for property owner to deviate from the existing zoning requirements of a single-family residential zoning, such zoning decision shall follow the required notice procedures of O.C.G.A. § 36-66-4(h)(1).

**Section 1446 Public Hearing Procedures Before The Corridor Commission.**

Whenever a public hearing is required by this Ordinance or by state law to be held by the Corridor Commission prior to a proposed zoning action, such hearing, conducted by the Corridor Commission, shall be governed by this Section, which is adopted pursuant to O.C.G.A. Section 36-66-5(a).

1446.1 Administrative Record. Minutes of the meeting will be taken by a member of the Corridor Commission

1446.2 Presiding Officer to Call the Meeting to Order. The public hearing shall be called to order by the presiding officer, who shall summarize the requirements as to speakers’ conduct and time limits, and other matters of procedure.

1446.3 Staff Report. The Code Enforcement Officer shall report on the criteria contained in Section 643 of this Ordinance.

1446.4 Speakers’ Conduct. All speakers shall speak only from the lectern, shall address only the merits of the pending application, and shall address remarks only to the Corridor Commission. Each speaker shall refrain from personal attacks on any other speaker, any discussion irrelevant to the pending application, or any other inappropriate behavior. No debate or argument between speakers or with the Corridor Commission members will be allowed. Speakers shall not repeat previous comments, as repetition deprives other speakers of valuable time to provide new information. The presiding officer or his/her designee shall refuse a speaker the right to continue, if the speaker, after once being cautioned, continues to violate any section of this Ordinance. Speakers should provide supporting documentation prior to the date of the hearing.

1446.5 Applicant’s Initial Presentation. The applicant or applicant’s representative shall present and explain the application after being permitted to proceed. The applicant will be allowed not less than ten (10) minutes combined total to make an initial presentation and subsequent rebuttal, but the applicant and all supporters shall have a combined time limit of no more than fifteen (15) minutes.

1446.6 Other Interested Parties. After the applicant’s presentation, interested persons who support the application, after being permitted to speak by the presiding officer, may address the proposed application by standing and stating their name, address, and interest and any comments on the pending application. Persons other than the applicant who support the application are allowed to speak in support of the pending application for no more than two (2) minutes each, and are also subject to the fifteen (15) minute combined total time limit. Persons opposing an application are allowed at least ten (10) minutes total as a group (and in no event less than the combined time used by the applicant in its initial presentation and any supporters), to address their opposition to the application. The opponents shall have a combined total time limit of no more than fifteen (15) minutes. It is suggested that supporters and opponents each obtain one (1)

spokesperson to present their views. No individual except the applicant, or an attorney, or a designated representative of a group, shall speak longer than two (2) minutes or more than one time.

1446.7 Applicant’s Rebuttal/Summary. The applicant may make brief rebuttal/summary remarks using any reserved time, after which the presiding officer shall close the public hearing.

1446.8 Deliberation and Action by the Corridor Commission; Appeal. At the close of the public hearing, the Corridor Commission shall deliberate and take action. Deliberation may include questions to applicants, supporters and/or opponents. Actions shall be by majority vote. The Corridor Commission shall vote on all matters before the Corridor Commission.

1446.9 Appellate Procedure. Any person or persons who may have a substantial interest in any decision of the Corridor Commission may appeal said final decision to the Superior Court of Walton County, Georgia. Such appeal shall be filed with the Clerk of said Court by filing a notice of appeal in writing, setting forth plainly, fully, and distinctly wherein such decision is contrary to law. Such notice of appeal shall be filed within thirty (30) days after the decision of the Corridor Commission is rendered. A copy of the notice of appeal shall be served on the Chairmen of the Corridor Commission. Appeals to the Superior Court of Walton County shall comply with the provisions of O.C.G.A. § 36-66-5.1.

**ARTICLE II.**

All ordinances or parts of ordinances in conflict herewith are hereby repealed.

**ARTICLE III.**

This ordinance shall take effect from and after its adoption by the Mayor and Council of the City of Monroe, Georgia. Mayor and Council waive second reading of this Ordinance in accordance with Section 2-96 of the Code of Ordinances of the City of Monroe.

**READ AND ADOPTED** on this 17th day of July, 2023.

**CITY OF MONROE, GEORGIA**

By: \_\_\_\_\_ (SEAL)

**John S. Howard, Mayor**

Attest: \_\_\_\_\_ (SEAL)

**Debbie Kirk, City Clerk**