



Council Meeting

AGENDA

Tuesday, February 09, 2021

6:00 PM

City Hall (via Teleconference-Zoom)

Join Zoom Meeting <https://us02web.zoom.us/j/85379995158>

Meeting ID: 853 7999 5158

The City will continue to allow participants to enter their comments in person in the City Council Chambers at City Hall for the general public comment period of the agenda and the public hearing portions of the agenda. These live in-person comments will be cast to the Zoom platform for the meeting. City Hall is located at 215 N. Broad St. The meeting will begin at 6:00 p.m. on February 9, 2021.

Other methods for public participation are through the Zoom video platform, Zoom audio platform, and also by submitting public comments to the City Clerk as described below.

PUBLIC FORUM: PUBLIC COMMENTS and PUBLIC HEARING COMMENTS may be submitted for the record at the link below. Comments are limited to 5 spoken minutes and will be read into the record by a city employee.

Deadline for submission will be 5pm EST on Tuesday, February 9, 2021:
<https://www.surveymonkey.com/r/COM020921>

I. CALL TO ORDER

- 1. Invocation**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Consent Agenda**
 - [a.](#) January 5, 2021 Council Minutes
 - [b.](#) January 12, 2021 Council Minutes

- [c.](#) January 22, 2021 Planning & Code Committee Minutes
- [d.](#) January 19, 2021 Planning Commission Minutes
- [e.](#) January 26, 2021 Historic Preservation Commission Minutes
- [f.](#) December 10, 2020 Downtown Development Authority Minutes
- [g.](#) December 22, 2020 Downtown Development Authority Minutes
- [h.](#) December 10, 2020 Conventions and Visitors Bureau Minutes
- [i.](#) Cy Nunnally Memorial Airport Runway 3/21 Rehabilitation & Paving Project - To contract with Atlanta Paving & Concrete Construction, Inc. for \$888,888.00 as presented. (Recommended for Council approval by Airport Committee February 2, 2021)
- [j.](#) Fiber Pricing - To approve the rates as presented. (Recommended for Council approval by Utilities Committee February 2, 2021)
- [k.](#) Approval - Sanitary Sewer System Improvements - Alcovy River Outfall - To contract with Mid-South Builders, Inc. for \$1,515,500.00 and an additional 5% contingency fund of \$75,775.00. (Recommended for Council approval by Utilities Committee February 2, 2021)

II. **PUBLIC FORUM**

1. **Public Comments**

2. **Public Hearing**

- [a.](#) Variance - 1360 Armistead Circle

III. **OLD BUSINESS**

- [1.](#) Variance - 603 & 606 Alcovy Street

IV. **NEW BUSINESS**

- [1.](#) Variance - 1360 Armistead Circle
- [2.](#) Application - Beer & Wine Package Sales - M and S Food Mart
- [3.](#) 1st Reading - Offenses and Miscellaneous Provisions - Possession of Marijuana Ordinance Amendment
- [4.](#) Renewal - Property and Casualty Insurance

V. **MAYOR'S UPDATE**

VI. **ADJOURN**

The Mayor and Council met for a called meeting, via Teleconference-Zoom.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Norman Garrett	Council Member
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Russell Preston	City Attorney
	Paul Rosenthal	City Attorney

Staff Present: Danny Smith, Jeremiah Still, Matt McClung, Andrew Dykes, Rodney Middlebrooks, Brian Thompson, Chris Bailey, Sadie Krawczyk, Patrick Kelley

Visitors: Brad Callender

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that all Council Members were present. There was a quorum.

2. City Administrator Update

City Administrator Logan Propes stated COVID-19 has been hitting Monroe and Walton County pretty hard; staff cases have certainly increased, from the Director level on down. The City is adjusting, but it will be a challenge over the next couple of weeks until things start to settle down. According to GMA as of yesterday, the Region of Northeast Georgia shows the utilization of ICU is at 96% capacity, with 43% being patients with COVID-19. He stated the front lobby at City Hall will continue to be closed and meetings are by appointment only. The City will continue to be as business friendly as possible through everything. There have been a lot of efficiencies gained by using the web presence for forms and such. City business has been continuing, services have been provided, and services will continue to be provided.

3. Central Services Update

Mr. Chris Bailey discussed the P-Card System, which was put in place three to four years ago. The City has a five to one ratio for using a P-Card versus a purchase order, so the process has more than adequately been transferred over, which allows the City to receive rebates from the State of Georgia. He stated the facilities and grounds crews picked up 18 tons of trash around in the City in 2020. Leaf Collection will continue through January; things have gone smoothly with the addition of the new leaf truck and leaf trailer. He stated the new garbage truck, which came in last week is already in use. The Police Station / Municipal Court Building is waiting on the flooring tile; it has been delayed due to COVID. The first part of the audit was the warehouse and materials inventory, which had 100% accuracy for the 15th year in a row.

II. COMMITTEE INFORMATION**1. Finance****a. Monthly Finance Report**

City Administrator Logan Propes presented the monthly Finance Report. He stated the City has received 91.2% of the budgeted property tax collections through December 31. The Sales Tax Collections are still up, over \$200,000 per month in distributions. The General Fund is currently breaking even, but is projected to end as a positive. The revenues exceeded the expenses in both the Utility and Solid Waste Funds. The Average Monthly Payment Billing (AMP) is now available, and the criteria is online. He explained the customer must have 12 months of continuous utility service with the City, the balance should be current with no past due amounts owed, no non-payment cut-offs within the past 12 months, and if removed from AMP for any reason, can't be added back for a period of 12 months. This allows the City to capture a rolling 12 average, so the account must be in good standing with the rolling 12 to have a better calculation. He stated the customer must request the Average Monthly Payment Billing service; everything is available online or customer service can be contacted. The monthly bills will not be the same each month; there will be minor variations throughout the year based on the service usage. He explained staff has started the 2020 Audit, which will take approximately six months to complete. Mr. Propes discussed looking for methods to cost effectively, better customer service; the City's team does a great job, but things can always be improved.

2. Airport**a. Monthly Airport Report**

Mr. Chris Bailey presented the monthly Airport Report. He stated the Runway Paving Project bid closing was moved from December 17 to January 7, due to COVID. Once a date has been set for the project, the Airport and runway will be shut down for approximately four to eight weeks. He explained the tenants will be contacted about the schedule as soon as the date is set.

3. Public Works**a. Monthly Solid Waste Report**

Mr. Danny Smith thanked everyone for all of the well wishes and prayers during his COVID experience. He presented the monthly Solid Waste Report. He stated the Transfer Station tonnage had an increase of about a thousand tons compared to last year. The curbside glass collection service is holding steady, a little over a ton of glass was collected for the month. Mr. Smith reviewed the Holiday Collection Schedule.

b. Monthly Streets & Transportation Report

Mr. Jeremiah Still presented the monthly Streets & Transportation Report. The crews are in the middle of the winter maintenance program, trying to remedy some of the failing streets that have potholes. The leaf truck is continuing to run through the month; the second truck has really made a difference with being able to stay on schedule. He stated the crews have been continuing to check, clean, and service the signs throughout the City.

c. Approval – 2020/21 LMIG Allocation

Mr. Jeremiah Still requested approval of the project list for the 2021 Local Maintenance and Improvement Grant (LMIG). The City receives these funds from the State of the Georgia for pavement preservation. The City of Monroe did not have an LMIG Project in 2020, due to issues with the South Madison Avenue Rehab Project. Therefore, everything has been rolled into the 2021

LMIG. He explained the portions of South Madison Avenue that will not be covered in the completion of the rehab project will be covered through the 2021 LMIG. The project list includes milling, inlay, patching, and striping on East Washington Street, Pine Crest Drive, Plaza Drive, and approximately .85 miles of South Madison Avenue. Bryant Drive will have overlay, patching, and striping done.

The committee recommends approval of the 2021 LMIG Application as presented to Council.

*Motion by Gregory, seconded by Dickinson.
Passed Unanimously.*

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He stated from March to December energy usage numbers were down about 13%, but by the end of December they were only down about 4.5%. The right-of-way clearing for the new power line at Publix has been completed, and construction is expected to start this month. The crews are working on the construction project on Etten Drive; there will be five new commercial buildings behind Elite Storage. The Department of Transportation has delayed voting on the new Right-of-way Acquisition Fees. He discussed the outage from a couple weeks ago; it has never happened before, and the monitoring system failed. The monitoring parameters have been changed to give more input in case it ever happens again.

Mayor, Council, and Mr. Thompson discussed the Downtown WiFi and the Fiber to the Home Projects.

b. Monthly Water, Sewer, & Gas Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, & Gas Report. The gas main extension at the Piedmont Industrial Park has been completed. The crews are working on the Unisia Drive Gas Loop, which goes from Church Street to the Walmart Distribution Center. They hit some rock today, but it should be finished later this week. The next project will be the Southview and Bolton Street Gas Main Rehab; approximately 4,500 feet of two-inch steel will be replaced with plastic. Then, 26,000 feet of six-inch gas line will be replaced on Highway 186, which will complete the loop to Morgan County. He stated the water main extension on Poplar Street has been completed from Church Street to the runway, and the Piedmont Industrial Park water extension will be starting next.

5. Public Safety

a. Monthly Fire Report

Battalion Chief Andrew Dykes presented the monthly Fire Report. He stated the department responded to 199 calls for the month of November and three of them were structure fires. The total losses of the three structure fires, which included the incident at John's Supermarket, were less than \$10,000.00. He explained the department is seeing a tremendous increase in the number of positive COVID cases that they are responding to.

b. Monthly Police Report

Captain Matt McClung presented the monthly Police Report. He stated the Chief has COVID, and apologized for him. Their lobby is still closed, and they are trying to minimize contact with the public, while still answering all calls for service. They had 1,680 calls for service in November and 9,108 area checks. They had 56 Part I Crimes, 69 Part II Crimes, and 38 adult arrests. He discussed

the Active Shooter Training held at City Hall on November 10. The Department was able to secure two forklifts at no cost for the City through the excess property program. The Joint Operations Unit made 10 felony drug arrests, two of which were meth cases, recovered five stolen firearms off the street, and executed one search warrant.

City Administrator Logan Propes explained the upcoming January 7 Court date has been cancelled. The January 21 Court date is still on the schedule, pending further order from Judge Samuels.

6. Planning & Code

a. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. The Code office had 95 inspections, and there were 29 permits written. He stated eight new businesses acquired business licenses and three businesses closed. The Code office is working with the Main Street Apartments to get them a partial Certificate of Occupancy, so they can start occupying the main floor. They have had delays, because of their elevator provider. The complex at 2130 West Spring Street and The Roe are still ongoing. The Monroe Pavilion has an anticipated start date of March.

7. Economic Development

a. Monthly Economic Development Report

Ms. Sadie Krawczyk discussed the turnout and photos from the holiday events downtown. She stated the new Downtown Dollars Program is going really well. The Georgia Historic Trust has postponed their visit to Monroe until sometime this summer. She explained the Annual Downtown Reception is currently scheduled for January 25 at 6 pm at Walton Mill. The date will be confirmed once they decide whether it will be safe to move forward with getting everyone together.

8. Parks

a. Monthly Parks Report

Mr. Chris Bailey presented the monthly Parks Report. He stated the fence has been painted at Pilot Park. The playground equipment contractor will be coming in a couple of weeks to look at shade structures for the lower playground area. The additional tables and shade structures at Mathews Park have been completed. The restroom facility should come in sometime in February. He stated they are getting everything ready for Spring time.

Mayor and Mr. Brian Thompson discussed getting internet to the parks.

III. ITEMS OF DISCUSSION

- 1. Public Hearing Conditional Use – 919 Holly Hill Road**
- 2. Public Hearing Variance – 603 & 606 Alcovy Street**
- 3. Public Hearing Variance – 132 Pinecrest Drive**
- 4. Public Hearing Rezone – 201 Bold Springs Avenue**
- 5. Preliminary Plat Approval – 455 Vine Street**
- 6. 2nd Reading – Personnel Policy Ordinance Amendment Regarding Appeal and Grievance Procedures**
- 7. Resolution – Open Records Officer**
- 8. Approval – Election Qualifying Fees**
- 9. LAP Resolution – CDBG Requirement**

There was a general discussion on the above items. There was no action taken.

IV. ITEMS REQUIRING ACTION

1. Election of Vice-Mayor

To elect Larry Bradley as Vice-Mayor.

*Motion by Little, seconded by Crawford.
Passed Unanimously.*

2. Appointment – Council Representative to DDA

To appoint Ross Bradley as Council Representative to DDA.

*Motion by Gregory, seconded by Malcom.
Passed Unanimously.*

V. MAYOR’S UPDATE

Mayor John Howard stated he has discussed the COVID situation with Larry Eibert from the hospital. Mr. Eibert explained the way the virus works is by spreading in Atlanta, moves to Gwinnett County, and hits Monroe two to three weeks later. According to the Governor’s office, three of the ten fastest growing states in the country are around us; Tennessee, South Carolina, North Carolina, and Alabama which is either number twelve or thirteen. It is going to hit Georgia hard and most of the beds are already full. He stated the City needs to continue to focus on discussions with the public and restaurateurs. GMA is requesting the City to push harder to be sure people are taking the situation a little bit more seriously. Even though the hospital visits are up, deaths are down. Georgia is 49th in the country for rolling out the vaccines. He discussed the vaccines being very difficult to carry, mass distributions, and priority level tiers for the vaccines.

VI. ADJOURN

*Motion by Malcom, seconded by Little.
Passed Unanimously.*

MAYOR

CITY CLERK

The Mayor and Council met for their regular meeting, via Teleconference-Zoom.

Those Present:	John Howard	Mayor
	Larry Bradley	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Norman Garrett	Council Member
	Tyler Gregory	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk
	Russell Preston	City Attorney
	Paul Rosenthal	City Attorney

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Beth Thompson, Brian Thompson, Rodney Middlebrooks, Patrick Kelley, Chris Bailey, Sadie Krawczyk, Beverly Harrison, Les Russell. Mike McGuire, Steve Conwell

Visitors: Sharon Swanepoel, Brad Callender, Laura Powell, Jamie Cox, DeAnna Green, Duane Wilson, Rick Huszagh, Troy Ooley, Mary Lynn Thomas, Todd Parker, Jimmy Johnson, Susan Walden,

I. CALL TO ORDER – JOHN HOWARD

1. Invocation

Ms. Laura Powell with the Luther Rice Seminary gave the invocation.

2. Roll Call

Mayor Howard noted that all Council Members were present. There was a quorum.

3. Approval of Agenda

To approve the agenda as presented.

*Motion by R. Bradley, seconded by Little.
Passed Unanimously*

4. Approval of Consent Agenda

- a. December 1, 2020 Council Minutes
- b. December 8, 2020 Council Minutes
- c. December 21, 2020 Council Minutes
- d. December 15, 2020 Planning Commission Minutes
- e. November 12, 2020 Downtown Development Authority Minutes
- f. November 24, 2020 Downtown Development Authority Minutes

- g. November 12, 2020 Conventions and Visitors Bureau Minutes
- h. Approval – 2020/21 LMIG Allocation – To approve as presented. (Recommended for Council approval by Public Works Committee January 5, 2021)

To approve the consent agenda as presented.

*Motion by Dickinson, seconded by Little.
Passed Unanimously*

II. PUBLIC FORUM

1. Public Comments

No one signed up for public comments.

2. Public Hearing

a. Conditional Use – 919 Holly Hill Road

Code Enforcement Officer Patrick Kelley presented the application for a conditional use of this property to allow the applicant to operate a cottage food business out of her residential kitchen in her home.

The Mayor declared the meeting open for the purpose of public input.

Ms. Jamie Cox stated she would like to continue her in-home business that she started while living in Jackson County. She reviewed the conditions and requirements for having a cottage food business license out of a home according to the Department of Agriculture. The license will also allow her to participate in festivals and functions on the square. Her main focus has been wedding cakes, which are done by delivery only. She stated 99.9% of her business is done by delivery or by mail; there is not any traffic coming to her home. The business does not disrupt the community with a flow of traffic or any parking issues. There cannot be any commercial deliveries or things of that nature.

Mayor Howard read a letter from DeAnna Green. My husband and I live at 973 Holly Hill Road. I would like to speak to express concerns that a number of the residents on Holly Hill Road share. I was planning to provide a written statement listing the names of myself and my neighbors. I would like to elaborate on my concerns, and we have additional concerns that I would like to share at the Council Meeting. The list of fellow neighbors include: Rob and Tiffany Coleman, Rob and Barbara Howard, Elaine Oakes, Joe and Barbara Preston, Don and Gail Smith, John Snow, Jr., and Nicole Wilson.

Ms. DeAnna Green spoke against the conditional use of a cottage food business. She stated there are additional neighbors who also have concerns. Holly Hill has historically been a quiet residential street. The children ride their bicycles in the street and play ball in the cul-de-sac. People in the neighborhood ride golf carts, run, and walk their dogs. Ms. Cox indicates that there won't be an increase in traffic, but she states in her application that she intends to grow her business. Ms. Cox indicates that her driveway will be used if she has a customer pick up, but her driveway is in a very dangerous place located in the center of a sharp curve. Ms. Green stated there has already been issues with parking in the street when they were moving in; they were having some construction and yard maintenance done. There have been several instances where there were near accidents. She stated there are not supposed to be any deliveries, but neighbors have already observed delivery trucks coming often. The Department of Agriculture primarily regulates production of the food items; they don't regulate traffic. She stated the neighbors are

fearful that there will be parking on the street, because it is almost impossible to back out of the driveway or they will come to the cul-de-sac to turn around, which will increase traffic on the entire street. This is not the appropriate place for this type of business; it does not fit with the long-term history and character of the street. The property values will be decreased, and it could be a danger. Ms. Green stated a couple of her neighbors have already spoken to Lee Malcom expressing their concerns. One of the neighbors believes there is already a bakery operation at the residence. She and her neighbors don't feel that Holly Hill is the place for this conditional use and hope Council takes that into consideration.

There were no other public comments; Mayor Howard declared that portion of the meeting closed.

No Action.

b. Variance – 603 & 606 Alcovy Street

Code Enforcement Officer Patrick Kelley presented the application of Duane Wilson with Pinehurst Homes, LLC for a variance of Article VII, Section 700.1 Table 11 of the Zoning Ordinance for lot size. The variance will reduce the size of two proposed lots in a proposed subdivision, which is currently zoned R1A with conditions. The Code Office and Planning Commission recommend the request be denied. He stated the reasoning for the denial recommendation is in the background information and the standards for the decision of the variance request are listed.

The Mayor declared the meeting open for the purpose of public input.

Duane Wilson, with Pinehurst Homes, spoke in favor of the variance. He stated the property was rezoned to R1A with conditions in January of 2018. He submitted an engineer platted drawing to the City and Council for the 14-lot subdivision, with the lot dimensions on the plat. The rezone was tabled at the first Council Meeting so conditions could be put in place, and he conceded to those conditions. Almost two years later, he submits to get his land disturbance permit from the City for the final plat but is told the drawing that was already approved had to have a minimum of 10,000 square feet for each lot. Mr. Wilson stated he doesn't understand how it got that far before being discussed. He stated eight of the 14 lots on the plat were less than 8,500 square feet. In the best interest of everyone, he went back to Alcovy Surveying to have it redrawn. The plat now has the 10,000 square foot minimum on all of the lots except for two, which are a little over 8,500 square feet. The properties will be highly desirable, and he doesn't see how it would negatively impact the City.

There were no other public comments; Mayor Howard declared that portion of the meeting closed.

No Action.

c. Variance – 132 Pinecrest Drive

Code Enforcement Officer Patrick Kelley presented the application for a variance of Article VII, Section 700.1 Table 11 of the Zoning Ordinance for setbacks. The applicant Susan Walden is requesting a variance of the second front setback requirement on a corner lot from 30 feet to 10 feet. The Code Office and Planning Commission recommend the request be approved.

The Mayor declared the meeting open for the purpose of public input.

There were no public comments; Mayor Howard declared that portion of the meeting closed.

No Action.

d. Rezone – 201 Bold Springs Avenue

Code Enforcement Officer Patrick Kelley presented the application of Mountain Creek Enterprises, Inc., for rezone of this property from PRD to B2. The Code Office recommends the request be approved to the lowest possible business zoning classification that would accommodate the intended use expressed, which would be B1. The Planning Commission concurred with that recommendation.

The Mayor declared the meeting open for the purpose of public input.

Mr. Rick Huszagh, the property owner, stated he respects the decision of the Commission. He would like to go forward with the B1 Zoning.

There were no other public comments; Mayor Howard declared that portion of the meeting closed.

No Action.

III. NEW BUSINESS

1. Conditional Use – 919 Holly Hill Road

Council Member Ross Bradley questioned the likelihood of anyone coming to the house if 99.9% of her business is delivered.

Ms. Jamie Cox explained she either delivers or mails to her customers. She stated that she understands some of the concerns; she has spoken with some of her neighbors, who have not shown any concerns. She lives in the first home in the neighborhood and no children live near her home. They had a three-car garage built, and there was a little confusion during construction. Her driveway was just expanded, and she backs out of it every day without issues. The deliveries that she has received have been due to COVID. She orders her dog’s food through Chewy, and it comes every week. She had deliveries during Christmas, but she does not have business deliveries.

Mr. Patrick Kelley explained that the conditional use does not allow any pickup or delivery traffic at all; customers would not be permitted to come and go. The Zoning Ordinance states no commercial traffic or parking.

Council Member Lee Malcom questioned whether customers could come to the house to pickup their baked goods.

Mr. Kelley answered no; Ms. Cox must do delivery or shipping, as she stated.

Council Member Tyler Gregory questioned what happens if these conditions are violated.

Mr. Kelley stated a conditional use is a rescindable permission.

City Attorney Paul Rosenthal explained that a conditional use is much different than a rezone. A conditional use is granted for a certain narrow confined purpose, which is conditional. The property may be used for the particular conditional use purposes and if the property is not used

as expected or problems arise Council has the authority to rescind the conditional use with a vote.

To approve the conditional use.

*Motion by Garrett, seconded by R. Bradley.
Voting no Malcom.
Passed 7-1.*

2. Variance – 603 & 606 Alcovy Street

Council Member David Dickinson stated he feels there has been a bit of a disconnect about what has happened with the property, and everyone needs to have the same understanding about it. He stated Mr. Wilson was a little off on the dates; it was originally discussed in April of 2018. Council had some concerns at that time, and the item was tabled in order to look into the situation further. The item came back to Council at the May 8, 2018 meeting where the property was rezoned to R1A. It was only a rezone; there was not an approval of a development plan. The Minutes make it very clear that Council did not approve any development plans, any particular number of lots, or sizes of lots. He stated that Council approved the rezone to R1A, with conditions and discussed the imposed conditions. The Minutes state that the final development plan and final plat will come back to the Code Office for approval. He stated apparently it took quite a long time for the final development plan to get configured, which is what came back for approval. The Zoning Ordinance clearly states all lots in a R1A Zoning must have a minimum of 10,000 square feet. Mr. Dickinson has an issue with changing the lot sizes for a higher yield of lots, because it would then have to be done for everyone. There is no other justification for the variance. He believes that the Planning Commission made the right call, and he is opposed to granting the variance for those reasons.

Vice-Mayor Larry Bradley questioned whether Mr. Wilson plans on building the homes or selling the lots to a builder.

Mr. Wilson stated most likely a builder will buy the lots and develop the property.

Council Member Tyler Gregory questioned whether it would be possible to have 13 lots instead of 14 lots.

Mr. Wilson answered that he would take as many as he could get, but 14 is what was originally proposed. His preference would be to stay with 14 lots, for the density and yield.

Council Member Norman Garrett questioned whether 13 lots or 14 lots make a difference on how Mr. Gregory would vote.

Mr. Gregory stated he thought it could be another solution, should the variance not pass.

Mayor, Council, Mr. Kelley, and Mr. Wilson further discussed 13 lots versus the 14 lots and reconfiguring the lots.

Mr. Wilson stated if he wanted 13 lots there would be no reason to go through this process. If he has 13 lots, they can all be 10,000 square foot minimum. He was under the assumption that what Council was voting on with the rezone was in totality, which included the lot size and the conditions. It was a misunderstanding.

Mr. Dickinson stated Council is having a meeting later this month to discuss some of these things, to get them straightened out, and to get the processes a little clearer. Council cannot set a precedent for others.

Mr. Larry Bradley stated one of the reasons the City has a process for variances is because everybody in every situation cannot be treated exactly the same. One of the criteria referenced is whether the variance would not cause substantial detriment to the public good. He looks at all the variance requests as to whether it would cause a detriment to the good of the neighborhood, the surrounding community, or the City. He stated the reason there are variances period is because everyone cannot be treated exactly the same in every situation; there are going to be exceptions. He questioned what the detriment to approving the variance would be to the neighborhood or the community at large. Council has approved variances right up the street in Legends. Mr. Bradley stated he doesn't rule out a variance because of treating everybody exactly the same. While Council wants to be fair and equitable in all of the decisions, there has to be exceptions made based on circumstances.

Council Member Lee Malcom stated she agrees with Mr. Bradley. When a variance is brought before Council, it gives them an opportunity to assess the particular piece of property. She feels this is a product that is greatly needed. There are no homes available on smaller lots that are quality built. There are a lot of new lots coming on Church Street and in the Stone Creek Subdivision but not right in the City.

Mayor and Council discussed the approved variances in Legends.

Mr. Gregory questioned whether setting a precedent is an issue here or not. He also questioned whether Mr. Wilson would benefit from the upcoming Planning, Zoning, and Code Meeting.

Mayor Howard stated in this particular case it would set a precedent, because it appears to be a choice to make the lots fit. It is not due to topography or engineering. He does think that it might be better as a cohesive unit after that meeting, but the item is on the floor now.

To table the variance until the next monthly meeting.

*Motion by Dickinson, seconded by Garrett.
Passed Unanimously.*

3. Variance – 132 Pinecrest Drive

To approve the variance.

*Motion by Malcom, seconded by Garrett.
Passed Unanimously.*

4. Rezone – 201 Bold Springs Avenue

Vice-Mayor Larry Bradley requested clarification whether the rezone is for B1 Zoning or B2 Zoning.

Mayor Howard explained that Mr. Huszagh stated that he accepted Mr. Kelley's recommendation of B1 Zoning.

To approve the rezone to B1.

*Motion by Dickinson, seconded by R. Bradley.
Passed Unanimously.*

5. Preliminary Plat Approval – 455 Vine Street

Code Enforcement Officer Patrick Kelley presented the Preliminary Plat of the Vine Street Subdivision for approval. The applicant is Joe Dixon with Expo Homes, who offered a revision today which will eliminate two cul-de-sacs. He explained it is an R1A Zoned development with conditions and will be comprised of 221 lots. The preliminary plat is in substantial conformance and can go to design and engineering; it will come back to Council for approval at a later time. The plat is in substantial conformance with the Development Regulations, the Zoning Ordinance, and the conditions granted for the rezone.

To approve the Preliminary Plat for the Vine Street Subdivision at 455 Vine Street.

*Motion by Dickinson, seconded by Gregory.
Passed Unanimously.*

6. 2nd Reading – Personnel Policy Ordinance Amendment Regarding Appeal and Grievance Procedures

To approve the ordinance.

*Motion by Malcom, seconded by Little.
Voting no Garrett, Crawford.
Passed 6-2.*

7. Resolution – Open Records Officer

To approve the resolution as presented.

*Motion by Little, seconded by L. Bradley.
Passed Unanimously.*

8. Approval – Election Qualifying Fees

To approve the qualifying fees for the 2021 Election as specified in the Georgia Code.

*Motion by L. Bradley, seconded by Gregory.
Passed Unanimously.*

9. LAP Resolution – CDBG Requirement

To approve the resolution as presented.

*Motion by R. Bradley, seconded by Gregory.
Passed Unanimously.*

10. 2018 CDBG Paving Award for South Madison Avenue

City Administrator Logan Propes presented the paving bids for the 2018 CDBG Project; he has just gotten the recommendation letter from the engineer to approve the bids. He explained there were six bids received for paving sections along South Madison Avenue where sewer line rehabilitation work has been ongoing. The remainder of South Madison Avenue will be paved

with LMIG Funds in a separate award. The lowest bid was received from Blount Construction Company, Inc. for the amount of \$356,372.49, which is the recommendation.

To approve the 2018 CDBG paving contract with Blount Construction Company, Inc. for the amount of \$356,372.49.

*Motion by Dickinson, seconded by Malcom.
Passed Unanimously.*

IV. MAYOR’S UPDATE

Mayor John Howard discussed vaccine distribution; Georgia has 555,800 vaccine doses and only 183,870 have been administered. The counts are up, 600 people per 100,000 are testing positive, which is up 13%. Deaths are at 4.7%, which is an 80% increase. He stated the staff at Piedmont Walton is going way above what is expected from them to provide proper care for those battling the virus. The community has really come together; lunches and dinners have been taken care of for the hospital staff. Individuals have raised over \$9,000 to provide snacks at the hospital.

V. ADJOURN

*Motion by R. Bradley, seconded by Crawford.
Passed Unanimously.*

MAYOR

CITY CLERK

**PLANNING, ZONING AND CODE RETREAT
CITY HALL, COUNCIL CHAMBERS
215 NORTH BROAD STREET
MONROE, GA 30655**

I. CALL TO ORDER – JOHN HOWARD

All Council Members were present except Myoshia Crawford. There was a quorum. Also present were City Administrator Logan Propes, City Clerk Debbie Kirk, City Attorney Paul Rosenthal, Patrick Kelley, Sadie Krawczyk, Brad Callender, Chris Bailey, Les Russell, Sharon Swanepoel, and Chad Draper.

To approve the agenda as presented.

*Motion by R. Bradley, seconded by Gregory.
Passed Unanimously.*

II. NEW BUSINESS

1. Introduction

- a. Brief Roundtable led by City Administrator
- b. Other Business

There was a general discussion on the above items. There was no action taken.

Council Member Lee Malcom left the meeting at 10:30 am.

Council Member Norman Garrett left the meeting at 10:50 am.

2. Planning, Zoning, and Code Processes

- a. Overview of Workflow Processes
- b. Discussion of Process Improvements
- c. Other Business

There was a general discussion on the above items. There was no action taken.

Council Member Lee Malcom rejoined the meeting at 1:16 pm.

3. Planning

- a. Infill boundary expansion and application to R1 Zoning
- b. De-suburbanizing the traditional City core
- c. Overlay Districts
- d. CBD Expansion
- e. New building and development on existing non-conforming lots
- f. Signage ordinance modifications
- g. Other Business

There was a general discussion on the above items. There was no action taken.

4. Code

- a. Allowable uses in B2 and B3, and other classifications
- b. Building design standards
- c. Major vs Minor subdivision rules
- d. Accessory Structures; application in both residential and commercial settings
- e. Short-term rental policies
- f. Street Classifications
- g. Unified Development Code Planning
- h. Other Business

There was a general discussion on the above items. There was no action taken.

5. Utility Impacts

- a. Discussion and assessment of Development impacts on systems
- b. Other Business

There was a general discussion on the above items. There was no action taken.

6. Other Discussions

- a. Other Business

There was a general discussion on the above items. There was no action taken.

III. ADJOURN

*Motion by R. Bradley, seconded by Little.
Passed Unanimously.*

MAYOR

CITY CLERK

**MONROE PLANNING COMMISSION
MINUTES FOR MEETING
January 19, 2021**

Present: Randy Camp, Rosalind Parks, Mike Eckles, Chase Sisk, Nate Treadaway

Absent: None

Staff: Pat Kelley – Director of Planning and Code
Debbie Adkinson – Code Department Assistant
Logan Propes – City Administrator

Visitors: Brad Callender, Tammy Tew, Timothy Armistead, Nathan Purvis, Tip Huynh

CALL TO ORDER by Chairman Eckles at 5:30 pm.

Chairman Eckles asked for any changes, corrections or additions to the December 15, 2020 minutes.

To approve

Motion Camp, Seconded Parks
Passed unanimously.

Chairman Eckles ask for a Code Officer Report.

Kelley: reported that the Monroe Pavilion is on track and the permits are being issued. Should began in February or March 2021.

PH open 5:34 pm

The First Item of Business is for petition # VAR-000084-2020 for a Variance at 1360 Armistead Circle. The applicant is Tammy Tew, owner. The request is to vary Article XI, Sect 910.1(8) side or rear entrance garage. Code Department recommends approval.

Tammy Tew spoke to the request asking that the garage be allowed front entrance due to the size of the lot not being large enough for a side or rear entrance garage.

Chairman Eckles asked for any questions.

Treadaway asked if the lot was vacant.

Kelley stated the limiting factor is that it has a pool on it. The lot was a part of a larger lot that was subdivided and the pool was on this one.

Chairman Eckles asked for anyone opposing this request. There was none.

PH closed at 5:37 pm

Chairman Eckles entertained a motion.

To approve variance.

Motion by Parks. Seconded by Sisk
Passed unanimously

Public Hearing Opened at 5:37 pm

The Second Item of Business is for petition # PCOM-000085-2020 for a COA at 1110 N Broad Street and 0 N Broad Street for a New Development. The applicant is Nathan Purvis/Monroe Oz Partners LLC, owner. Code Department recommends for approval.

Chairman Eckles asked for someone to speak to the request.

Kelley stated the original plan gave some concern that resulted in the 7 items to be considered on the recommendation page. They have since modified it and what is in the packet reflects addressing all the concerns. Any remaining concerns would be ones the commission may have. Recommending approval based on the fact they have provided these changes. Also, this will be considered as a single parcel in order to meet the 60% impervious surface maximum and future subdivisions will have to be considered individually. We have the combination plat to show as one parcel.

Nathan Purvis spoke to the request. He requested that they be allowed a COA for the Development. He made changes to meet the requirements in materials and the aesthetics of the buildings.

Chairman Eckles asked if there are any questions.

With no questions Chairman Eckles asked for any opposition. There was none

PH Closed at 5:41 pm

Chairman Eckles entertained a motion.

To approve

Motion by Treadaway. Seconded by Sisk
Passed unanimously

Old Business: None

New Business: None

Chairman Eckles entertained a motion to adjourn.

Motion by Parks, Seconded by Camp

Meeting adjourned at 5:45 pm

Historic Preservation Commission
Meeting Minutes
January 26, 2021

Present: Crista Carrell, Mitch Alligood, Fay Brassie, Elizabeth Jones,

Absent: Susan Brown

Staff: Pat Kelley, Director of Planning & Code
Debbie Adkinson, Code Department Assistant

Visitors: Nan O’Kelley

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

Chairman Carrell asked if there were any changes or corrections to the November 24, 2020 minutes.

To approve as submitted.

Motion by Alligood Second by Jones
Motion carried

The First Item of Business: Request for COA # HP-000086-2021 to add a room at 213 W Highland Avenue. Applicant is Nan O’Kelley owner.

O’Kelley spoke to the request stating she would be adding a 12’ X 12’ bathroom and utility area on the west side of her home. She wants to match the brick if possible but would like to have the option of painting the house if she can’t match to existing brick.

Chairman Carroll asked if there were any questions.

There was more discussion of the alternatives if brick cannot be matched. Painting the house or using hardi plank were discussed.

Chairman Carroll entertained a motion.

To approve with matched brick but if matching brick not available to allow entire house to be painted.

Motion by Brassie. Seconded by Alligood
Motion carried.

Old Business:

Working on the historic survey will continue with a zoom call with HPD on January 27, 2021. They will go over the grant. The grant application will be emailed to all Commission members on Friday, January 29, 2021 for their review before it is submitted. The grant will definitely be submitted on Monday, February 1, 2021.

New Business: None

Chairman Carroll entertained a motion to adjourn.

To adjourn

Motion by Alligood Second by Brassie
Motion carried to adjourn at 6:09 pm



Downtown Development Authority

MINUTES

Thursday, December 10, 2020

8:00 AM

City Hall

CALL TO ORDER

Meeting was called to order at 8:03 am.

ROLL CALL

PRESENT

- Chairman Lisa Anderson
- Vice Chair Meredith Malcom
- Secretary Andrea Gray
- Board Member Whit Holder
- Board Member Wesley Sisk
- Board Member Charles Sanders
- City Council Representative Ross Bradley
- Board Member Chris Collin

CITY STAFF

- Brad Callender
- Logan Propes
- Les Russell
- Leigh Ann Walker
- Sadie Krawczyk

APPROVAL OF PREVIOUS MEETING MINUTES

. DDA November Minutes

Approved - Motion made by Secretary Gray, Seconded by Board Member Sanders.
Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder,
Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board

Member Collin

. DDA November Called Meeting

Approved - Motion made by Secretary Gray, Seconded by Vice Chair Malcom.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

APPROVAL OF FINANCIAL STATEMENTS

. DDA October Financials

Approved - Motion made by City Council Representative Bradley, Seconded by Vice Chair Malcom.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

PUBLIC FORUM

No one from the public.

CITY UPDATE

The city will be giving downtown dollars to each employee this Christmas; City Council planning retreat is being planned for January; new hire - Brad Callender has started as City Planner.

COUNTY UPDATE

Reception for Kevin Little will be 12/17 from 5-6 pm at the Historic Courthouse.

COMMUNITY WORK PLAN &REPORTS

Existing Environment

Ms. Krawczyk said that she hasn't gotten pricing for additional benches yet, but will do so.

Infill Development - update on Wayne Street lot

Entertainment Draws - new business waiting list

there is a waiting list for retail/professional space in downtown; Chris Collin mentioned the example in Lawrenceville of converting on street parking spots into additional patio seating for restaurants as a possible idea to expand spaces in Monroe.

PROGRAMS

Events

Parade in place went very well; Candlelight Shopping will continue on 12/10 and 12/17; Live Nativity by Lighthouse World Outreach will be on 12/17, 12/20-24 on the courthouse lawn.

Downtown Design

The Childers Park lights look wonderful this year with lots of visitors.

Farmers Market - online winter market underway

FUNDING

SPONSORSHIP - \$52,300.00 collected in 2020

- Annual Celebration

Whit will confirm the Factory at Walton Mill's availability for the annual downtown reception on 1/25/21 at 6 pm.

FACADE GRANTS - none

COMMUNITY EVENT GRANTS - none

NEW BUSINESS

Adjourn to Executive Session

Motion made by Secretary Gray, Seconded by Vice Chair Malcom.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

Real estate matters were discussed.

Adjourn Executive Session - Motion made by City Council Representative Bradley, Seconded by Board Member Holder. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin

ANNOUNCEMENTS:

Next meeting scheduled, January 14, at 8:00 am at Monroe City Hall

GEMS application due in January 2021. Virtual presentation is set for 1/20/21 with Georgia Main Street program.

ADJOURN

Motion made by Board Member Sanders, Seconded by Board Member Collin.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder,

Board Member Sisk, Board Member Sanders, City Council Representative Bradley, Board Member Collin



Downtown Development Authority Called Meeting

MINUTES

Tuesday, December 22, 2020

9:00 AM

<https://us02web.zoom.us/j/82754980546>

CALL TO ORDER

Meeting called to order at 9:03 am.

ROLL CALL

PRESENT

- Chairman Lisa Anderson
- Vice Chair Meredith Malcom
- Secretary Andrea Gray
- Board Member Whit Holder
- Board Member Wesley Sisk
- Board Member Charles Sanders
- Board Member Chris Collin

CITY STAFF

- Logan Propes
- Sadie Krawczyk
- Leigh Ann Walker

ABSENT

- City Council Representative Ross Bradley

EXECUTIVE SESSION

Adjourn to Executive Session- Motion made by Secretary Gray, Seconded by Vice Chair Malcom.

Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Sisk, Board

Member Sanders, Board Member Collin
Voting Abstaining: Board Member Holder

Real estate matters were discussed.

Adjourn Executive Session - Motion made by Board Member Holder, Seconded by Vice Chair Malcom. Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, Board Member Collin

ADJOURN

The board was informed of a land donation accepted by the city on 12/21/2020 along the Alcovy River.

Meeting was adjourned - Motion made by Board Member Sanders, Seconded by Board Member Sisk.
Voting Yea: Chairman Anderson, Vice Chair Malcom, Secretary Gray, Board Member Holder, Board Member Sisk, Board Member Sanders, Board Member Collin



Convention and Visitors Bureau

MINUTES

Thursday, December 10, 2020

9:00 AM

City Hall (Council Chambers)

CALL TO ORDER

Meeting was called to order at 9:11 am.

ROLL CALL

PRESENT

- Chairman Lisa Anderson
- Vice Chairman Meredith Malcom
- Secretary Andrea Gray
- Board Member Whit Holder
- Board Member Charles Sanders
- Board Member Wesley Sisk
- City Council Representative Ross Bradley
- Board Member Chris Collin

CITY STAFF

- Logan Propes
- Brad Callendar
- Leigh Ann Walker
- Sadie Krawczyk

APPROVAL OF EXCUSED ABSENCES

APPROVAL OF MINUTES FROM PREVIOUS MEETING

CVB November Minutes

Approved - Motion made by Board Member Sanders, Seconded by Secretary Gray.
Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member

Holder, Board Member Sanders, Board Member Sisk, City Council Representative Bradley, Board Member Collin

APPROVAL OF CURRENT FINANCIAL STATEMENTS

CVB October Financials

Approved - Motion made by City Council Representative Bradley, Seconded by Board Member Holder.

Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Sisk, City Council Representative Bradley, Board Member Collin

Chairman's Report

None.

Director's Report

None.

OLD BUSINESS

None.

NEW BUSINESS

We have hosted additional site visits with hotel developers since last meeting.

ANNOUNCEMENTS

Next meeting will be January 14, 2021 at Monroe City Hall.

ADJOURN

Motion made by City Council Representative Bradley, Seconded by Vice Chairman Malcom. Voting Yea: Chairman Anderson, Vice Chairman Malcom, Secretary Gray, Board Member Holder, Board Member Sanders, Board Member Sisk, City Council Representative Bradley, Board Member Collin



To: Airport Committee, City Council
From: Chris Bailey, Assistant City Administrator
Department: Airport
Date: 1/26/2021
Subject: Cy Nunnally Memorial Airport Runway 3/21 Rehabilitation & Paving Project

Budget Account/Project Name: 2021 CIP Project

Funding Source: State Funding / SPLOST

Budget Allocation: \$1,350,000.00

Budget Available: \$1,350,000.00

Requested Expense: \$888,888.00

Company of Record: Atlanta Paving & Concrete Construction, Inc.

Description:

This item is to request the approval of Atlanta Paving & Concrete Construction, Inc. as the low bidder to completely rehabilitate, pave, and restripe the Cy Nunnally Memorial Airport Runway 3/21 for a total submitted cost of \$888,888.00. This bid has been reviewed by both GMC Network and the GDOT for accuracy and compliance with bid documents. This was a 2021 CIP item with a total responsible match in funding of \$44,444.40 or 5% as required by the grant.

Background:

The City of Monroe is consistently working towards the improvement of all systems and infrastructure throughout with the leveraged use of grant funding.

Attachment(s):

- Recommendation Letter – 1 page
- Notice of Award – 1 page
- Bid Tabulation – 1 page



Goodwyn Mills Cawood

PO Box 242128
Montgomery, AL 36124

T (334) 271-3200
F (334) 272-1566

www.gmcnetwork.com

January 25, 2021

DELIVERED VIA EMAIL

John Howard, Mayor
City of Monroe
215 North Broad Street
Monroe, Georgia 30655

**RE: RUNWAY 3/21 REHABILITATION
CY NUNNALLY MEMORIAL AIRPORT
MONROE, GEORGIA
GMC PROJECT NO.: TATL190004**

Dear Mayor Howard:

We have reviewed the bids submitted on January 7, 2021 for the above referenced project and find them to be in order. Atlanta Paving & Concrete Construction, Inc. submitted the low responsive bid in the amount of \$888,888.00. Therefore, we recommend award to Atlanta Paving & Concrete Construction, Inc. in the amount of \$888,888.00. I have enclosed a copy of the Bid Tabulation for your records.

If you have any questions, please contact us.

Yours truly,

Ryan Pearce, PE
Project Manager

RP/ps

Enclosure(s)

NOTICE OF AWARD

Date of Issuance: ____/____/____

Owner: City of Monroe

Engineer: Goodwyn, Mills & Cawood, Inc.

Engineer's Project No.: TATL190004

Project: Runway 3/21 Rehabilitation

Bidder: Atlanta Paving and Concrete Construction

Bidder's Address: 2775 Mechanicsville Road
Peachtree Corners, GA 30071

TO BIDDER:

You are notified that Owner has accepted your Bid dated January 7, 2021 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for:

RUNWAY 3/21 REHABILITATION
[describe Work, alternates, or sections of Work awarded]

The Contract Price of the awarded Contract is: \$888,888.00. Five [5] unexecuted counterparts of the Agreement accompany this Notice of Award.

You must comply with the following conditions precedent within 15 days of the date of receipt of this Notice of Award:

1. Deliver to ENGINEER five [5] counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security *[e.g., performance and payment bonds]* and insurance documentation as specified in the Instructions to Bidders.

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

ENGINEER will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: City of Monroe

By: John Howard

Title: Mayor

Contractor: Atlanta Paving and Concrete Construction

By: Mandy Neese

Title: Vice-President

COMPANY	BID BOND	TOTAL BID
Pittman Construction Company	Y	\$898,464.64
ER Snell Contractor, Inc.	Y	\$1,139,871.60
Atlanta Paving & Concrete Construction, Inc.	Y	\$888,888.00



To: Utility Committee
From: Brian Thompson
Department: Telecom
Date: 02/02/2021
Subject: Fiber pricing

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: \$0.00

Budget Available: \$0.00

Requested Expense: \$0.00

Company of Purchase: N/A

Description:

Pricing for our FTTx products

Background:

Our FTTx project is moving forward and we need to set competitive non-SLA commercial and residential fiber based internet pricing that is competitive with possible competition in the market.

Attachment(s):1

Price List

PRICING FOR CITY OF MONROE FIBER

Residential / GPON:

		Windstream	Promo first 3 mo	Promo next 9 mo	After Promo
1000/100	\$104.99		1000	\$27	\$57 \$85
500/50	\$94.99		500	\$47	\$47 \$75
250/25	\$84.99		200	\$37	\$37 \$65
100/10	\$64.99	N/A	N/A	N/A	N/A
50/5	\$54.99		50	\$27	\$27 \$55
25/3	\$44.99	N/A	N/A	N/A	N/A

GPON Static IP - Additional \$10 MRC

Business / Active Ethernet:

		Wind. Speeds	Promo for 2 years	After	Our New
1000/1000	\$249.99		1000	\$214.99	\$239.99 \$229.99
500/500	\$199.99		500	\$99.99	\$125.99 \$119.99
250/250	\$149.99		200	\$49.99	\$75.99 \$79.99
100/100	\$99.99	N/A	N/A	N/A	\$69.99
50/50	\$79.99	N/A	N/A	N/A	N/A
25/25	\$59.99	N/A	N/A	N/A	N/A

Additional Static IP - \$10 per additional IP

PRICING FOR CITY OF MONROE FIBER

Residential / GPON:

1 Gig	\$83.99
500 Mbps	\$73.99
250 Mbps	\$63.99
50 Mbps	\$53.99
25 Mbps	\$21.99

Business / Active Ethernet:

Non-SLA

1 Gig	\$204.99
500 Mbps	\$99.99
250 Mbps	\$74.99

SLA

1 Gig	\$299.99
500 Mbps	\$199.99
250 Mbps	\$159.99
100 Mbps	\$139.99



To: City Council, Committee, Mayor, City Administrator
From: Rodney Middlebrooks, Director of Water & Gas
Department: Water
Date: 2/2/2021
Description: Approval of Sanitary Sewer System Improvements - Alcovy River Outfall

Budget Account/Project Name:

Funding Source: 2020 Bond

Budget Allocation: \$4,000,000.00

Budget Available: \$4,000,000.00

Requested Expense: \$1,515,500.00

Company of Purchase: Mid-South Builders, Inc

Recommendation: Hofstadter & Associates and staff recommends the approval of award to Mid-South Builders, Inc. in the amount of \$1,515,500.00 as well as an additional industry-standard 5% contingency fund of \$75,775.00 for any unforeseen below ground circumstances if needed.

Background: This project provides sewer beginning at Hwy 138 running along the Alcovy River down to pump station at Michael Etchinson. This project will have the ability to provide sanitary sewer service to parcels along Hwy 138, Hwy 78 and along the west side of Michael Etchinson Road.

Attachment(s):

- Bid Tabulation Summary
- Bid Opening Minutes
- Hofstadter & Associates Letter of recommendation



January 22, 2021

Mr. Logan Propes
City Administrator
City of Monroe
PO Box 1249
Monroe, GA 30655

RE: Sanitary Sewer System Improvements
Alcovy River Outfall
Monroe, Georgia
H&A File No. 5035-200

Dear Logan:

For your reference, file and use enclosed please find a copy of the Minutes for the Bid Opening and a copy of the advertisement that ran in the McGraw Hill Dodge Report on the referenced project.

If you should have any questions or need additional information, please don't hesitate to call.

Sincerely,

HOFSTADTER AND ASSOCIATES, INC.

A handwritten signature in blue ink, appearing to read 'John Fry'.

John B. Fry, Jr., P.E.
Project Engineer

Enclosures

Cc: Rodney Middlebrooks

JBF,Jr/hbs



MINUTES

**BID OPENING
FOR
SANITARY SEWER SYSTEM IMPROVEMENTS
ALCOVY RIVER OUTFALL
MONORE, GEORGIA**

**JANUARY 21, 2021
11:00 A.M.**

ATTENDANCE

NAME

Ben Weaver
Kip Martin
Brennon Whitlock
James Merritt
Gerald Treadway
Ross Wright
Carl Hofstadter
John Fry
Tommy McClellan
Rodney Middlebrooks

FIRM

Mid-South Builders, Inc.
Anderson Grading & Pipeline, LLC
Utility and Water Services, Inc.
Popco, Inc.
Hofstadter and Associates, Inc.
The Helix Group, Inc.
Hofstadter and Associates, Inc.
Hofstadter and Associates, Inc.
City of Monroe
City of Monroe

MINUTES: John B. Fry

I would like to welcome everyone to the Bid Opening for the Sanitary Sewer System Improvements – Alcovy River Outfall, Monroe, Georgia. It is now 11:00 A.M. and I will start reading the bids in no particular order and I will announce the apparent low bidder once I am finished reading the bids.

Sanitary Sewer System Improvements
Alcovy River Outfall
January 21, 2021 Minutes
Bid Opening Date
Page Two

<u>Contractor</u>	<u>Bid Amount</u>
Mid-South Builders, Inc.	\$ 1,515,500.00
The Helix Group, Inc.	\$ 1,839,968.43
Anderson Grading & Pipeline, LLC	\$ 1,888,651.00
Utility & Water Services, Inc.	\$ 2,483,471.72*
Popco, Inc.	\$ 2,779,978.23
Site Engineering, Inc.	\$ 3,420,098.00*

* Amount was corrected later during math check.

The apparent low bidder is Mid-South Builders, Inc. with a bid price of \$1,515,500.00. Once I have reviewed the bids for mathematical accuracy. I will send everyone a copy of the bid tabulations. I would like to thank everyone for their interest and if there are any questions, please feel free to ask them at this time.

There were no questions and the Bid Opening was adjourned at 11:15 A.M.

Updated Action Stage: *Bidding.

Updated Bid Date: 01/21/2021 @ 11:00 AM EST

Valuation:*H

Updated Target Start Date:*02/01/2021

S.R.138 to Reliant PS
MONROE, *GA* (WALTON)

Project Type: Sanitary Sewer.

Type of Work: Alterations.

Status: Bids to Owner January 21 at 11:00 AM (EST)

Publish Date: 12/09/2020

Submit Bids To: Owner (Public)

Civil Engineer: **Hofstadter & Associates Inc**, 4571 Arkwright Rd , Macon, GA, 31210-1301,
Phone:478-757-1169, Fax:478-471-1646

Owner (Public): **City of Monroe**, John Howard, PO BOX 1249 215 N Broad St , MONROE,
GA, 30655-1249, Phone:770-267-7536, Fax:770-267-2319

Notes: DEOPD3

Bonds: 10% Bid Bond. 100% Performance Bond. 100% Payment Bond.

Plans Available From: *Civil Engineer - US\$ 250 deposit. No-refundable(150 Digital Format Set)

Additional Features: The work under this Contract will consist generally of the following: Erosion and sediment control measures; Clearing and grubbing; ? Construction of the sanitary sewer extension, including 10,123 LF of 8"/12"/18" PVC and DIP gravity sewer main; 39 manholes (474 VF); connection to existing manhole; abandon existing lift station; Final clean up, including grassing and surface repairs; and ?Incidentals necessary for a complete job.

BID TABULATION SUMMARY

PROJECT: Sanitary Sewer System Improvements
Alcovy River Outfall
Monroe, GA
H&A File No. Job # 5035-200

ENGINEER: Hofstadter and Associates, Inc.
4571 Arkwright Road
Macon, GA 31210

BID OPENING: January 21 2021

<u>Contractor</u>	<u>Bid Amount</u>
Mid-South Builders, Inc.	\$ 1,515,500.00
The Helix Group, Inc.	\$ 1,839,968.43
Anderson Grading & Pipeline, LLC	\$ 1,888,651.00
Utility & Water Services, Inc.	\$ 2,476,523.72
Popco, Inc.	\$ 2,779,978.23
Site Engineering, Inc.	\$ 3,415,098.00

I hereby certify the foregoing as a true and accurate tabulation of bids received for the Sanitary Sewer System Improvements – Alcovy River Outfall, Monroe, Georgia, on January 21, 2021 at 11:00 A.M.



John B. Fry, Jr., P.E. – Project Engineer



January 22, 2021

Mr. Logan Propes
City Administrator
City of Monroe
PO Box 1249
Monroe, GA 30655

RE: Sanitary Sewer System Improvements
Alcovy River Outfall
Monroe, Georgia
H&A File No. 5035-200

Dear Logan:

By this letter, Hofstadter and Associates, Inc. recommends award to Mid-South Builders, Inc. in the amount of \$1,515,500.00. Furthermore, Hofstadter and Associates, Inc. recommends authorizing an additional industry-standard 5% contingency fund (\$75,775.00) to be available if unforeseen below ground circumstances need to be addressed. These contingency funds will not be used without the city's consent.

Hofstadter and Associates, Inc. will prepare contracts upon notice that the project has been awarded to Mid-South Builders, Inc. and will recommend proceeding with the project upon receipt of the executed contracts containing Payment Bond, Performance Bond and Proof of Insurance.

If you should have any questions or need additional information, please don't hesitate to call.

Sincerely,

HOFSTADTER AND ASSOCIATES, INC.

A handwritten signature in blue ink that reads "John Fry".

John B. Fry, Jr., P.E.
Project Engineer

JBF,Jr/hbs



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 12-18-2020
Description: Variance request 1360 Armistead Circle

Budget Account/Project Name: NA

Funding Source: 2020 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA **Company of Purchase:** NA

Recommendation: Approve

Background: This request is in keeping with the remainder of the neighborhood which the applicant's in-laws developed in the mid 60's. The majority of the homes on this street with carports or garages on grade are either front entry garages or carports or have been enclosed. The most side entry garages are drive under basement lots. The front entry requested will be in keeping with the pattern of this 55+ year old development.

Attachment(s):

Application and supporting documents.



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

Plan Report

Plan NO.: VAR-000084- 46

Plan Type: Variance

Work Classification: New Construction

Plan Status: In Review

Apply Date: 12/16/2020

Expiration:

Location Address

Parcel Number

1360 ARMISTEAD CIR, MONROE, GA 30655

M0060059

Contacts

TAMMY TEW **Applicant**
 1848 WALTON RD, MONROE, GA 30656
 (770)743-8453 rainne3444@aol.com

Description: REQUEST FOR VARIANCE OF ARTICLE IX SECTION 910.1 (8) GARAGE DOORS - P&Z MTG 1/19/2021 @ 5:30 PM - COUNCIL MTG 2/9/2021 @ 6:00 PM ONLINE ZOOM MEETING

Valuation: \$ 0.00
Total Sq Feet: 0.00

Fees	Amount
Single Family Rezone or Variance Fee	\$100.00
Total:	\$100.00

Payments	Amt Paid
Total Fees	\$100.00
Check # 1005	\$100.00
Amount Due:	\$0.00

Condition Name

Description

Comments

Hebbie Adkinson

Issued By:

December 16, 2020

Date

Plan_Signature_1

Date

Plan_Signature_2

Date

Variance/Conditional Use Application

Application must be submitted to the Code Department 30 days prior to the Planning & Zoning

Meeting of: _____

Your representative must be present at the meeting

Street address 1360 Armistead Circle Council District 30 / 3 Map and Parcel # M0060059
 Zoning R1 Acreage 0.3 Proposed Use Residential Home Road Frontage 110 ft. / on
Armistead Circle (street or streets)

Applicant
 Name Tammy Tew
 Address 1848 Walton Rd
 Phone # 770-743-8453

Owner
 Name Tammy Tew
 Address 1848 Walton Rd
 Phone # 770-743-8453

Request Type: (check one) Variance Conditional Use

Nature of proposed use, including without limitation the type of activity proposed, manner of operation, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters:
This would be a single family home and would have 2 occupants

State relationship of structure and/or use to existing structures and uses on adjacent lots;
Private home

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):
I'm requesting a variance to allow a street facing garage and driveway due to the size of the property not allowing for side or rear garage and driveway.

State area, dimensions and details of the proposed structure(s) or use(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:
Double driveway leading into a double garage 30 'x 74'

State the particular hardship that would result from strict application of this Ordinance:
I would be unable to build this home due to the property size won't allow a side or rear driveway.

Check all that apply: Public Water: Well: Public Sewer: Septic: Electrical: Gas:

For any application for an overlay district, a Certificate of Appropriateness or a letter of support from the Historic Preservation Commission or the Corridor Design Commission for the district is required.

Documents to be submitted with request:

- Recorded deed
- Survey plat
- Site plan to scale
- Proof of current tax status

Application Fees:

- \$100 Single Family
- \$300 Multi Family
- \$200 Commercial

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years.

The above statements and accompanying materials are complete and accurate. Applicant hereby authorizes 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 Jammy Jew Date: 12-10-20

**PUBLIC NOTICE WILL BE PLACED AND REMOVED BY THE CODE DEPARTMENT
SIGN WILL NOT BE REMOVED UNTIL AFTER THE COUNCIL MEETING.**

***Property owners signature if not the applicant**

Signature ~~Misty Townsend~~ Date: ~~12-10-20 M.T.~~

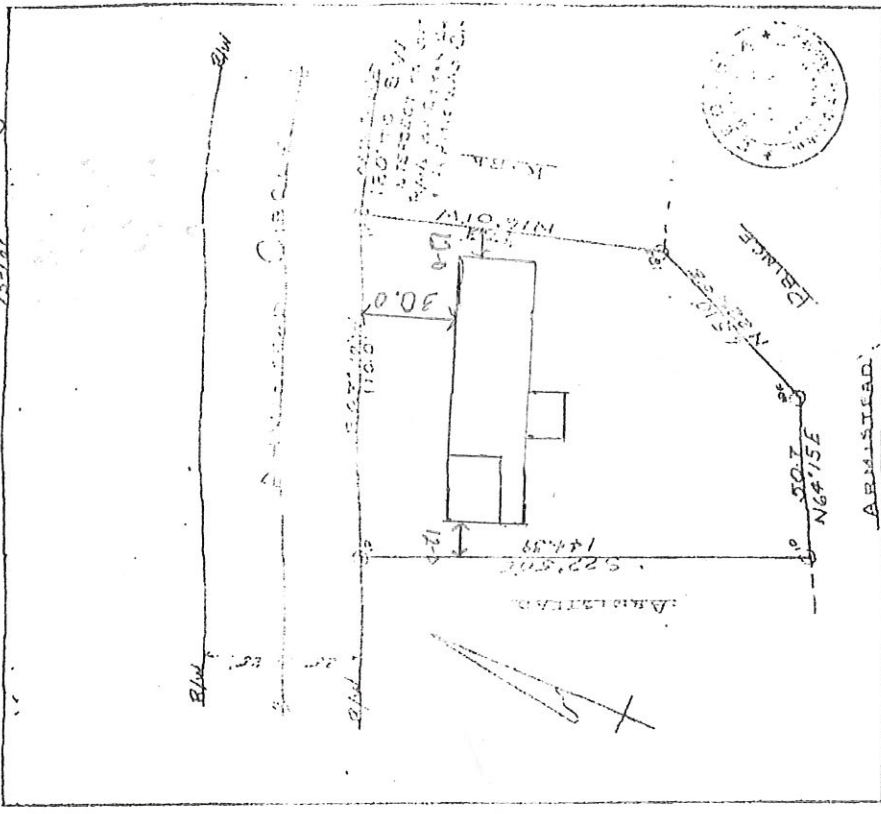
Misty Townsend Date: 12.10.20

Notary Public
Commission Expires: _____



I hereby withdraw the above application: Signature _____ Date _____

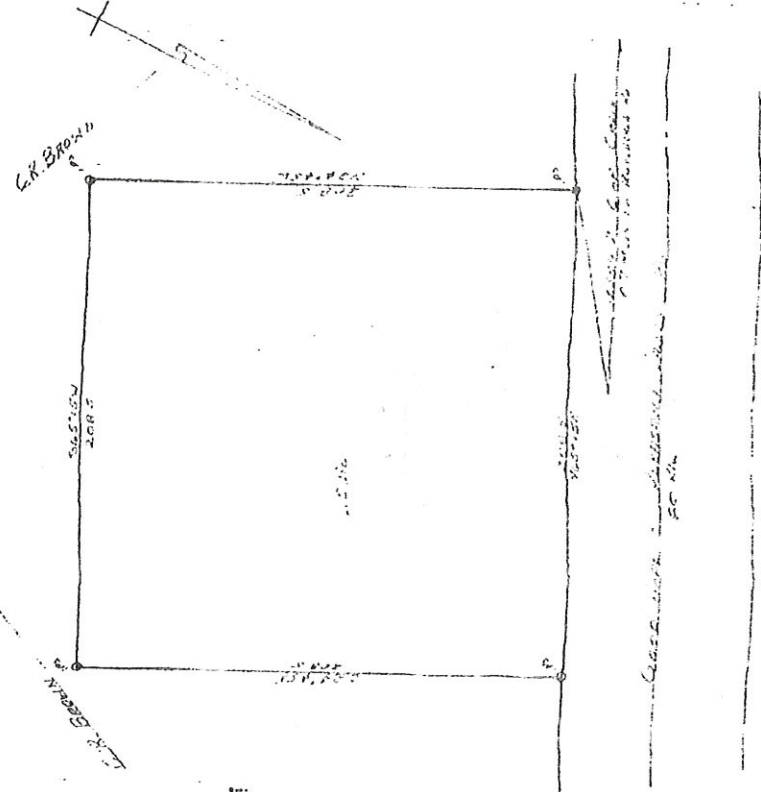
13-127



PROPERTY OF
 LEWIS ARMISTEAD
 LOCATED IN ARMISTEAD SUBDIVISION
 MORGES NATION COUNTY GEORGIA
 SURVEYED BY W. M. GREGG
 CHECKED BY H. G. JARRARD
 MAR 4, 1964
 SCALE 1" = 30'

RECORDED ON THE 10 DAY OF Oct., 1964.
 George S. Pritchard
 CLERK, WALTON SUPERIOR COURT (64)

PLAT BOOK 13 P 187



PROPERTY OF
 C. R. BROWN
 BRINGAME C.M. 251
 WILTON COUNTY GEORGIA
 SURVEYED BY W. M. GREGG SR
 SCALE 1" = 40'
 OCT. 6, 1967

RECORDED ON THE 23 DAY OF March, 1970.
 George S. Pritchard
 CLERK, WALTON SUPERIOR COURT

AD VALOREM TAX NOTICE FOR THE COUNTY OF WALTON

2020 ADVALOREM TAX NOTICE FOR THE COUNTY OF WALTON

YEAR	BILL NUM	ACCOUNT NUMBER	DI	LOCATION/DESCRIPTION	MAP/PARCEL		FAIR MARKET VALUE
2020	001763	035260 010	1	LOT	M 6	59	15,002
TAXING ENTITY	ASSESSMENT	EXEMPTION	TAXABLE VALUE	MILLAGE RATE	CREDITS	TAXES DUE	
COUNTY	6001		6001	.0106770	17.01	64.07	
SCHOOL	6001		6001	.0191000		114.62	
SCH BOND	6001		6001	.0023000		13.80	
CITY TAX	6001		6001	.0075880	28.29	45.54	

TOTAL SCHOOL TAXES 128.42
 TOTAL COUNTY TAXES 64.07
 TOTAL CITY TAXES 45.54

TOTAL TAX DUE 238.03

ARMISTEAD JAMES TIMOTHY
 158 ROSCOE DAVIS RD
 MONROE GA 30656-4653

CREDITS ARE LISTED FOR INFORMATION PURPOSES ONLY
 WALTON CO. TAX COMM.
 303 S. HAMMOND DRIVE
 SUITE 100
 MONROE, GA. 30655

PAYMENT MUST BE MADE ON OR BEFORE
 NOVEMBER 15, 2020
 YOUR CANCELLED CHECK IS YOUR RECEIPT

Payments made after the due date are subject to interest and penalties governed by Georgia Code. We encourage you to pay by mail, on the web at www.waltoncountypay.com or by phone 800.279.7450.



-----PLEASE READ, THIS IS AN IMPORTANT PART OF YOUR TAX BILL-----

Certain persons are eligible for certain homestead exemptions from ad valorem taxation. In addition to the regular homestead authorized for all homeowners, certain elderly persons are entitled to additional homestead exemptions. The full law relating to each exemption must be referred to in order to determine eligibility for the exemption. If you are eligible for one of the exemptions and are not now receiving the benefit of the exemption, you must apply for the exemption not later than 4/01/2021 in order to receive the exemption in future years. For more information on eligibility for exemptions or on the proper method of applying for an exemption, you may contact the office of the County Tax Office at 303 S. HAMMOND DRIVE (770)267-1352. If you feel that your property has been assigned too high a value for tax purposes by the Board of Tax Assessors, you should file a tax return reducing the value not later than 4/01/2021 in order to have an opportunity to have this value lowered for next year's taxes. Information on filing a return can be obtained from the County Tax Office at 303 S. HAMMOND DRIVE and/or (770)267-1352.

LOCAL OPTION SALES TAX CREDIT:
 The General Assembly reenacted the Local Option Sales Tax Act and another part of your bill shows the dollar amount of reduction of local property taxes which you have received. The law now requires the following additional information to be provided to each taxpayer:

LOCAL TAX LEVY:
 Mill rate required to produce local budget 25.814
 Reduction in mill rate due to rollback to taxpayers of sales tax proceeds this previous year 7.549
 Actual mill rate set by local officials 18.265

NOVEMBER 15, 2020
 YOUR CANCELLED CHECK IS YOUR RECEIPT
 SUITE 100
 MONROE, GA. 30655

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 Mill rate required to produce local budget 25.814
 Reduction in mill rate due to rollback to taxpayers of sales tax proceeds this previous year 7.549

Accounts  Dashboard Accounts Transfer Payments Send Money with Zelle Plan & Analyze More Messages Profile & Settings

[Go to My Accounts](#)
Account Details

 Print

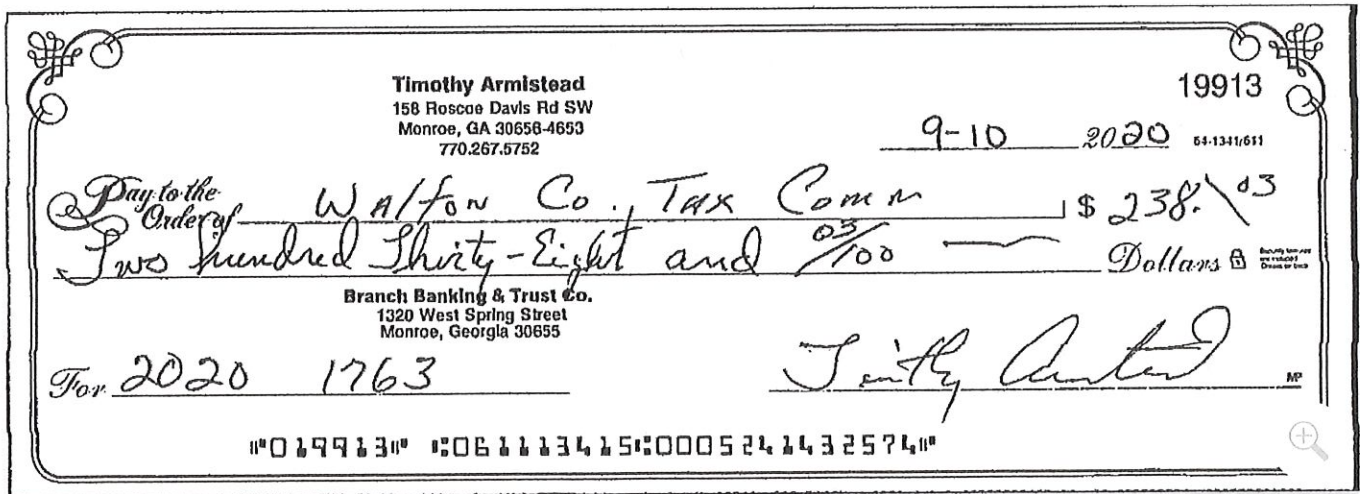
CHECK #19913



Check #	Amount	Date Posted
19913	-\$238.03	09/18/2020

Front

Back



[Close](#)

 Printable Version



Summary

Parcel Number M0060059
 Location Address 1360 ARMISTEAD CIR
 Legal Description LOT
 (Note: Not to be used on legal documents)
 Class R3-Residential
 (Note: This is for tax purposes only. Not to be used for zoning.)
 Zoning R1
 Tax District Monroe (District 01)
 Millage Rate 39.382
 Acres 0.3
 Neighborhood LT-\$15,000 BASE MONROE-00200 (00200)
 Homestead Exemption No (S0)
 Landlot/District 30 / 3

[View Map](#)

Owner

TEW TAMMY JO
 1360 ARMISTEAD CIRCLE
 MONROE, GA 30655

Land

Type	Description	Calculation Method	Square Footage	Frontage	Depth	Acres	Lots
Residential	00200-LT-\$15,000 Base Monroe	Lot	0	0	0	0.3	1

Accessory Information

Description	Year Built	Dimensions/Units	Identical Units	Value
Pool/Res Vinyl Lined	2000	20x40 / 0	1	\$1
Accessory Building	2000	30x60 / 0	1	\$1

Sales

Sale Date	Deed Book / Page	Plat Book / Page	Sale Price	Reason	Grantor	Grantee
10/19/2020	4706 109	013 187	\$0	Deed of Gift	ARMISTEAD JAMES TIMOTHY	TEW TAMMY JO
3/29/2017	4051 135	013 187	\$10,000	Fair Market - Improved	RUFF JOHN SANDERS	ARMISTEAD JAMES TIMOTHY
10/1/2004	2053 162	013 187	\$0	Unqualified - Vacant	RUFF JOHN S &	RUFF JOHN SANDERS
10/27/1998	895 155	013 187	\$25,000	Land Market - Vacant	ARMISTEAD JAMES TIMOTHY	RUFF JOHN S &
	124 610	NPR	\$0	Unqualified Sale		ARMISTEAD JAMES TIMOTHY

Valuation

	2020	2019	2018	2017
Previous Value	\$12,002	\$10,000	\$34,900	\$36,700
Land Value	\$15,000	\$12,000	\$2,867	\$10,000
+ Improvement Value	\$0	\$0	\$0	\$0
+ Accessory Value	\$2	\$2	\$7,133	\$24,900
= Current Value	\$15,002	\$12,002	\$10,000	\$34,900

No data available for the following modules: Rural Land, Residential Improvement Information, Commercial Improvement Information, Mobile Homes, Prebill Mobile Homes, Permits, Photos, Sketches.

The Walton County Assessor makes every effort to produce the most accurate information possible. No warranties, expressed or implied are provided for the data herein, its use or interpretation. The assessment information is from the last certified tax roll. All other data is subject to change.

[User Privacy Policy](#)
[GDPR Privacy Notice](#)



Last Data Upload: 12/14/2020, 6:30:06 AM

Version 2.3.98

After recording return to
DICKINSON & WILLIS, LLC
ATTORNEYS AT LAW
338 NORTH BROAD STREET
MONROE, GEORGIA 30655
FILE # 20-395

space above line for recording

**WARRANTY DEED OF GIFT
(No Title Certificate)**

STATE OF GEORGIA
COUNTY OF WALTON

THIS INDENTURE, Made the 19th day of October in the year two thousand and twenty, between **JAMES TIMOTHY ARMISTEAD**, of the County of Walton and State of Georgia, as party or parties of the first part, hereinafter called Grantor and **TAMMY JO TEW**, of the County of Walton and State of Georgia, as party or parties of the second part, hereinafter called "Grantee" (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor for and in consideration of Love and Affection, the sum of TEN DOLLARS (\$10.00) 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, in fee simple, together with every contingent remainder and right of reversion, the following described property:

All that tract or parcel of land lying and being in the City of Monroe , Walton County, Georgia, being a lot in ARMISTEAD SUBDIVISION as shown on a plat of survey prepared by William J. Gregg, Sr. And checked by H. G. Jernad, Registered Professional Land Surveyor No. 1162, dated March 1, 1981, recorded in Plat Book 13, page 187, Clerk's Office, Walton County Superior Court, Reference is hereby made to said plat of survey, and the same is incorporated herein for a more complete description of the property conveyed.

JTW

According to such plat of survey, the tract herein is more particularly described as follows: BEGINNING at an iron pin located on the Southeasterly right of way of Armistead Circle (shown as being 50 feet in width) situated South 74° 40' East along such right of way 120 feet from its intersection with the right of way of Etten Drive; Running thence along said right of way South 67° 10' West 110.0 feet to an iron pin; Running thence South 22° 50' East 144.39 feet to an iron pin; Running thence North 64° 15' East 50.7 feet to an iron pin; Running thence North 22° 49' East 65.10 feet to an iron pin; Running thence North 16° 01' West 97.3 feet to the POINT OF BEGINNING.

THIS CONVEYANCE IS BEING MADE SUBJECT TO any encumbrances, easements, restrictions and other matters 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 any wise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons whosoever.

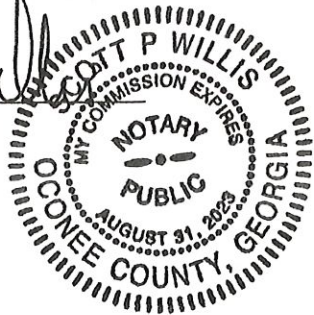
IN WITNESS WHEREOF, the Grantor has signed and sealed this deed, the day and year above written.

Signed, sealed and delivered in presence of:

Robert A. White
Witness

James Timothy Armistead (Seal)
JAMES TIMOTHY ARMISTEAD

Scott P. Willis
Notary Public



**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of Article IX, section 910.1(8) of the Zoning Ordinance for 1360 Armistead Circle. A public hearing will be held on January 19, 2021 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of Article IX, section 910.1(8) of the Zoning Ordinance for 1360 Armistead Circle. A public hearing will be held on February 09, 2021 before the Mayor and Council, at 6:00 pm.

These meetings will be held via Zoom online. The link will be available to the public on our web site and on the agenda. All those having an interest should be present.

Please run on the following date:

January 3, 2021



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 11-6-2020
Description: Variance request 603 and 606 Alcovy St. to reduce the size of two proposed lots in a proposed subdivision which is currently zoned R1A w/conditions.

Budget Account/Project Name: NA

Funding Source: 2020 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA **Company of Purchase:** NA

Recommendation: Deny

Background: This project has been renamed from Oaks at Alcovy to Birchfields on Alcovy due to a subdivision name conflict in the County.

This design falls short of the conditional rezone parameters agreed to which reduced the required lot size by granting R1A zoning with conditions. This rezone was approved on May 8th, 2018. The lots should conform to the previous rezone which was granted with conditions. The designer has had over 2 ½ years to modify this design for conformance. This was an approximately 30% reduction in lot size at that time, from 14,000 sq. ft. to 10,000 sq. ft.

This property was conditionally rezoned to the R1A residential zoning classification in order to afford the developer a higher lot yield, not a specific lot yield, in exchange for the specified conditions. The 14 lots desired are a random desired yield on the part of the owner. Design and engineering have shown that to be infeasible. Considering the previous rezone action, this development deserves no further variance consideration based solely upon refusal to conform to the terms agreed upon. Review of additional development plans for preliminary plat approval may reveal the need for additional revisions based on a more complete submittal. This variance request was accompanied by a single civil drawing for the specific purpose of the variance requested on proposed lots 11 and 13. Neither Preliminary plat nor Final plat approval have

been granted. Therefore, these lots do not currently exist. The entire development is simply proposed and conceptualized.

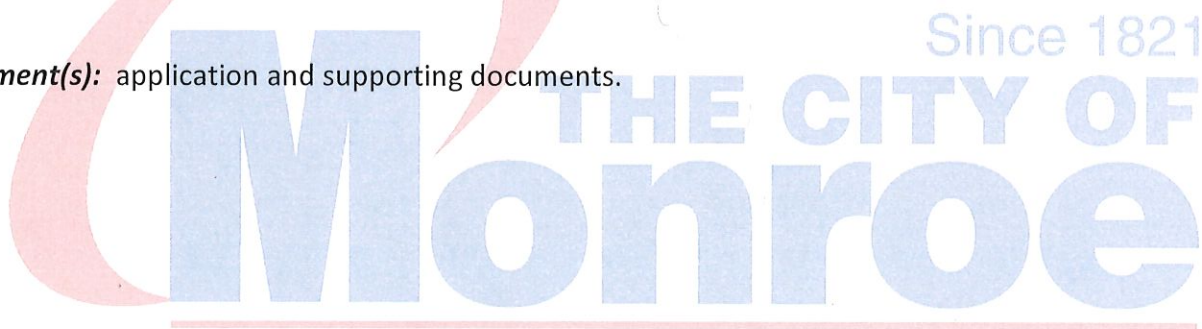
The standards for decisions on a variance request from the zoning ordinance are below. Particular attention to item (5) may be in order.

1430.6 Standards for Variance Application Decisions.

When considering an application for a variance, the Council and the Planning Commission should consider the following issues in regards to the subject property and requested variance:

- (1) Whether there are extraordinary and exceptional conditions pertaining to the subject property because of size, shape, or topography;
- (2) Whether the literal application of this Ordinance would create an unnecessary hardship;
- (3) Whether the variance would not cause substantial detriment to public good or impair the purposes or intent of this Ordinance;
- (4) Whether a variance will not confer upon the property of the applicant any special privilege denied to other properties in the district;
- (5) Whether the special circumstances surrounding the request for the variance are not the result of acts by the applicant;
- (6) Whether the variance is not a request to permit a use of land, buildings, or structures which is not permitted by right or by conditional use in the district;
- (7) Whether the zoning proposal is consistent with the construction and design standards and design criteria adopted by the City of Monroe; and,
- (8) Whether the variance is the minimum variance that will make possible an economically viable use of the land, building, or structure.

Attachment(s): application and supporting documents.





City of Monroe

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

Plan Report

Plan NO.: VAR-000081- 58

Plan Type: Variance

Work Classification: New Construction

Plan Status: Submitted

Apply Date: 10/29/2020

Expiration:

Location Address

Parcel Number

603 ALCOVY ST, MONROE, GA 30655

M0200025

Contacts

Pinehurst Homes Llc
992 Holly Hill Rd, Monroe, GA 30655
(404)427-7920

Owner

duane.wilson@mcfa.com

DUANE WILSON
992 HOLLY HILL RD, MONROE, GA 30655

Applicant

duane.wilson@mcfa.com

Description: REQUEST FOR VARIANCE OF ARTICLE VII, SECT 700.1; TABLE 11 OF ZONING ORDINANCE - P&Z MTG 12/15/20 @5:30 PM - COUNCIL MTG 1/12/2021 @6:00 PM 215 N BROAD ST

Valuation: \$ 0.00

Total Sq Feet: 0.00

Fees	Amount
Single Family Rezone or Variance Fee	\$100.00
Total:	\$100.00

Payments	Amt Paid
Total Fees	\$100.00
Check # 1225	\$100.00
Amount Due:	\$0.00

Condition Name

Description

Comments

Issued By:

October 29, 2020

Date

Plan_Signature_1

Date

Plan_Signature_2

Date



Variance/Conditional Use Application

Application must be submitted to the Code Department 45 days prior to the Planning & Zoning

Meeting of: 12-15-2020 & 1-12-2021

Your representative must be present at the meeting

Street address 603-606 Alcovy Street Council District 6th / Map and Parcel M0200027
M0200028
Zoning R1A Acreage 3.97 Proposed Use Single Family Residential Road Frontage 462.9 ft. / on
Alcovy Street (street or streets)

Applicant
Name Duane Wilson
Address 992 Holly Hill Road
Phone # 404-427-7920

Owner
Name Pinehurst Homes, LLC
Address 992 Holly Hill Road
Phone # 404-427-7920

Request Type: (check one) Variance Conditional Use

Nature of proposed use, including without limitation the type of activity proposed, manner of operation, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters:
Proposed are 14 Lots Single Family Residential Subdivision.

State relationship of structure and/or use to existing structures and uses on adjacent lots;
The property is surrounded by TRD (Planned Residential Development) to the south and east, R1A to the north, to the west and R1 to the southwest.

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):
Due to irregular shape, shallowness of property and steep slope along the east property line which make it impossible to attain. Therefore we are requesting a variance for Lot 11 & Lot 13 to have less than the required 10,000 SF for R1A.

State area, dimensions and details of the proposed structure(s) or use(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:
Lot 11 with a lot area of 8,518 SF and Lot 13 with a lot area of 8,519 SF are proposed single family residential.

State the particular hardship that would result from strict application of this Ordinance:
Due to irregular shape and shallowness of the parent parcel, it is difficult to evenly distribute the square footage of the lots so that all lots acheive the required 10,000 SF minimum.

Check all that apply: Public Water: Well: Public Sewer: Septic: Electrical: Gas:

For any application for an overlay district, a Certificate of Appropriateness or a letter of support from the Historic Preservation Commission or the Corridor Design Commission for the district is required.

Documents to be submitted with request:

- Recorded deed
- Survey plat
- Site plan to scale
- Proof of current tax status

- Application Fees:
- \$100 Single Family
 - \$300 Multi Family
 - \$200 Commercial

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years.

The above statements and accompanying materials are complete and accurate. Applicant hereby authorizes 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 *Paul Wilson* Date: 10-22-2020

**PUBLIC NOTICE WILL BE PLACED AND REMOVED BY THE CODE DEPARTMENT
SIGN WILL NOT BE REMOVED UNTIL AFTER THE COUNCIL MEETING.**

***Property owners signature if not the applicant**

Signature _____ Date: _____
Amy M Potter Date: 10-22-2020

Notary Public
Commission Expires: 7-9-2023

I hereby withdraw the above application: Signature _____ Date _____



5-4
OK

Recorded 01/03/2018 09:55AM Deed
KATHY K. TROST Doc: WD
WALTON COUNTY CLERK OF COURT
Georgia Transfer Tax Paid : \$120.00
Bk04173 Pg 0150-0154

Return Recorded Document to:
STRICKLAND AND LINDSAY, LLP
P. O. Box 249
Winder, Georgia 30680

LIMITED WARRANTY DEED

STATE OF GEORGIA
COUNTY OF BARROW

FILE #: 170513P

THIS INDENTURE made this 29th day of December, 2017, between Evelyn Barton Long, of the State of Georgia, as party or parties of the first part, hereinafter called Grantor, and Pinehurst Homes, LLC, a Georgia limited liability company, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and 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 County of Walton, State of Georgia and Town District, G.M. located on the Easterly side of Alcova Street designated as Tract 1 and being 0.42 acre according to a survey dated June 30, 1975, for J. N. Long made by William J. Gregg, Registered Land Surveyor and said tract is more particularly described as follows: Beginning at an iron pin located at the Southeasterly corner of said tract, said beginning point being also located North 23 degrees 01 minutes East 180 feet from a concrete monument, said beginning point being also a common corner with the lands of Walton Mill and J. N. Long and from said beginning point thence North 23 degrees 01 minutes East 185.41 feet; thence South 87 degrees 07 minutes West 142.6 feet; thence South 13 degrees 20 minutes West 122.02 feet; thence South 65 degrees 28 minutes East 107.78 feet back to beginning point.

Said property is bounded as follows: Northerly by lands of Alvin Vaughn; Easterly by lands of Walton Mill; Southerly by lands of J. N. Long and Westerly by Tract 2 of the same survey.

Also all that tract or parcel of land lying and being in the County of Walton, State of Georgia and Town District, G. M. located on the Easterly side of Alcova Street designated as Tract 2 and being 0.33 acre according to a survey dated June 30, 1975, for J. N. Long made by William J. Gregg, Registered Land Surveyor and said tract is more particularly described as follows: Beginning at an iron pin located on the Easterly side of the right of way of Alcova Street at common corner with lands of J. N. Long, said beginning point being also located North 20 degrees 17 minutes East 178 feet from an iron pin and concrete monument (the iron pin being 5 feet off right of way and the concrete monument being 2.23 feet inside the right of way) and from said beginning point South 65 degrees 27 minutes 30 seconds East 190 feet; thence North 13 degrees 20 minutes East 122.02 feet; thence South 87 degrees 36

AS

minutes West 189.41 feet; thence South 20 degrees 17 minutes West 33.94 feet back to beginning point.

Said property is bounded as follows: Northerly by lands of Alvin Vaughn; Easterly by Tract 1 of said survey; Southerly by lands of J. N. Long and Westerly by Alcova Street right of way

A survey of Tracts 1 and 2, being all of the above described property, is recorded in Plat Book 20, Page 345, Clerk's Office, Walton Superior Court, to which plat and record thereof reference is hereby made, and incorporated herein.

The above two tracts of land were deeded to John Nathan Long by Executor's Deed, dated 13th day of August, 1975, same being Recorded on August 13, 1975 in Deed Book 123, Pages 524-526 of the Official Records of Walton County, Georgia from the Estate of Harry M. Arnold and the Estate of Sarah G. Arnold.

AND ALSO:

All that tract or parcel of land lying and being in Walton County, Georgia and in the City of Monroe. Said land containing 1.4 acres more or less and lying North and West of the Walton Cotton Mill land and being East of the Monroe to Jersey road and more particularly described as follows: Beginning at a concrete post where lands of the Walton Cotton Mill, Mrs. H. M. Arnold and the Monroe to Jersey road join and running along the Monroe to Jersey road North 14 East 178 feet to an iron pin corner, thence South 66 East 190 feet to an iron pin, thence South 65 1/2 East 167 feet to an iron pin corner, thence South 21 1/2 West 180 feet to a concrete post corner, thence North 65 1/2 West 332 feet to the beginning corner.

Said land is bounded now or formerly as follows: On the North by lands of Mrs. H. M. Arnold, on the East and South by lands of the Walton Cotton Mill, and on the West by the Monroe to Jersey road.

This property was deeded to John Nathan Long by Mrs. H. M. Arnold by Warranty Deed dated 25th day of March 1961, same being recorded March 29, 1961 in Deed Book 50, Page 399 of the Official Records of Walton County, Georgia, and more fully described in survey and plat made by J. M. Williams dated March 22, 1961, same being Recorded in Plat Book 9, Page 158 of the Official Records of Walton County, Georgia, to which plat and record thereof reference is hereby made and incorporated herein.

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

TO HAVE AND TO HOLD the said tract or parcel of land, together 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 behoove of the said Grantee, forever in FEE SIMPLE.

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons by, through and under the above named grantor.

IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this day and year first above written.

Evelyn Barton Long
by Patricia B. Long A/E (SEAL)
Evelyn Barton Long,
by Patricia B. Long, her Attorney-in-Fact
(See attached Financial Power of Attorney
attached hereto and incorporated herein)

Signed, sealed and delivered in presence of:

[Signature]
Witness

[Signature]
Notary Public



2.4
LB

Recorded 09/05/2017 10:21AM
KATHY K. TROST
WALTON COUNTY CLERK OF COURT
Georgia Transfer Tax Paid : \$125.00
Bk04122 Pg 0235-0236

Deed
Doc: WD

env
Return Recorded Document to:
STRICKLAND & LINDSAY, LLP
P. O. Box 249
Winder, Georgia 30680

LIMITED WARRANTY DEED

STATE OF GEORGIA
COUNTY OF BARROW

FILE #: 170339P

THIS INDENTURE made this 30th day of August, 2017, between Linda Lois Baccus, of the State of Georgia, as party or parties of the first part, hereinunder called Grantor, and Pinehurst Homes, LLC, a Georgia limited liability company, as party or parties of the second part, hereinafter called Grantee (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor, for and in consideration of the sum of TEN AND NO/100 DOLLARS (\$10.00) and other good and 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 Town, 419 District, G.M., State of Georgia, County of Walton, designated on survey of said property as Tract A, containing 0.241 acres, and Tract B, containing 2.016 acres, and being more particularly described and delineated according to said plat and survey prepared by John F. Brewer, Georgia Registered Surveyor Number 2115, dated 04/11/1995, entitled, "Rezoning Plat For Joe E. Baccus & Linda L. Baccus", said plat being of record in the Office of the Clerk of Superior Court of Walton County, Georgia, in Plat Book 66, page 26; which said plat and the recording thereof are by reference hereto incorporated herein for a more complete and detailed description.

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



TO HAVE AND TO HOLD the said tract or parcel of land, together 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 behoove of the said Grantee, forever in **FEE SIMPLE**.

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons by, through and under the above named grantor.

IN WITNESS WHEREOF, Grantor has hereunto set grantor's hand and seal this day and year first above written.


Linda Lois Baccus (SEAL)

Signed, sealed and delivered in presence of:


Witness


Notary Public



SURVEYOR CERTIFICATION
 As required by subsection (d) of O.C.G.A. section 15-6-67, this plat has been prepared by a land surveyor and approved by all applicable local jurisdictions for recording as evidenced by approval certificates, signatures, stamps, or statements hereon. Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser or user of this plat as to intended use of any parcel. 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.

Ronald Calvin Smith, Co. R.L.S. no. 2921

THIS BLOCK RESERVED FOR THE CLERK SUPERIOR COURT

NOTE:
 THIS SURVEY HAS BEEN PREPARED FOR THE EXCLUSIVE USE OF THE PERSON(S) OR ENTITIES NAMED HEREON. NO EXPRESSED OR IMPLIED WARRANTIES WITH RESPECT TO THE INFORMATION SHOWN HEREON IS TO BE EXTENDED TO ANY PERSON(S) OR ENTITIES OTHER THAN THOSE SHOWN HEREON.

THIS SURVEY WAS PREPARED WITH OUT THE BENEFIT OF A CURRENT TITLE INSPECTION REPORT. EASEMENTS OR OTHER ENCUMBRANCES MAY EXIST ON PUBLIC RECORD BUT ARE NOT SHOWN HEREON.

ANY UNDERGROUND UTILITY SHOWN HEREON IS BASED ON UTILITY MARKINGS BY THE UTILITY OWNER, A PRIVATE UTILITY MARKING COMPANY, CONSTRUCTION AND ASBUILT DRAWINGS PROVIDED BY THE UTILITY PROVIDER OR PROPERTY OWNER. THE SURVEYOR MAKES NO GUARANTEES THAT THE UNDERGROUND UTILITIES SHOWN COMPRISE ALL SUCH UTILITIES IN THE AREA. UNDERGROUND UTILITIES NOT OBSERVED DURING THE FIELD SURVEY PROCEDURE MAY EXIST BUT ARE NOT SHOWN ON THIS SURVEY. FURTHERMORE THE SURVEYOR DOES NOT WARRANT THAT THE UNDERGROUND UTILITIES SHOWN HEREON ARE IN THE EXACT LOCATION INDICATED, ALTHOUGH THE SURVEYOR DOES CERTIFY THAT THEY ARE LOCATED AS ACCURATELY AS POSSIBLE FROM THE INFORMATION AVAILABLE.

Curve	Radius	Length	Chord	Chord Bear.
C1	1514.20'	187.88'	187.76'	N 17°07'21" E

NOTE: BEARINGS & ELEVATIONS SHOWN HEREON ARE BASED UPON GPS SURVEY USING CHAMPION TKO EQUIPMENT AND GPS SOLUTIONS REAL TIME NETWORK ADJUSTMENT AS OF THE FIELD WORK DATE SHOWN.

NOTE: THE INITIAL CONTROL POINTS FOR THIS SURVEY WERE LOCATED UTILIZING GPS. THE EQUIPMENT USED WAS A CHAMPION TKO DUAL FREQUENCY RECEIVER WITH A SCIENTIFIC TWO DATA COLLECTOR RUNNING CARLSON SURVIVE SOFTWARE. NETWORK RTK CORRECTIONS WERE RECEIVED VIA A CELLULAR MODEM. THE TYPE OF SURVEY WAS NETWORK RTK UTILIZING TRIMBLE VRS REAL TIME NETWORK OPERATED BY GPS SOLUTIONS, INC. THE RELATIVE POSITIONAL ACCURACY, AS CALCULATED ACCORDING TO THE FEDERAL GEOGRAPHIC DATA COMMITTEE PART 3: NATIONAL STANDARD FOR SPATIAL DATA ACCURACY IS 0.04 FT. HORIZONTAL AND 0.07 FT. VERTICAL AT A 95% CONFIDENCE LEVEL.

GRID NORTH GA. WEST ZONE



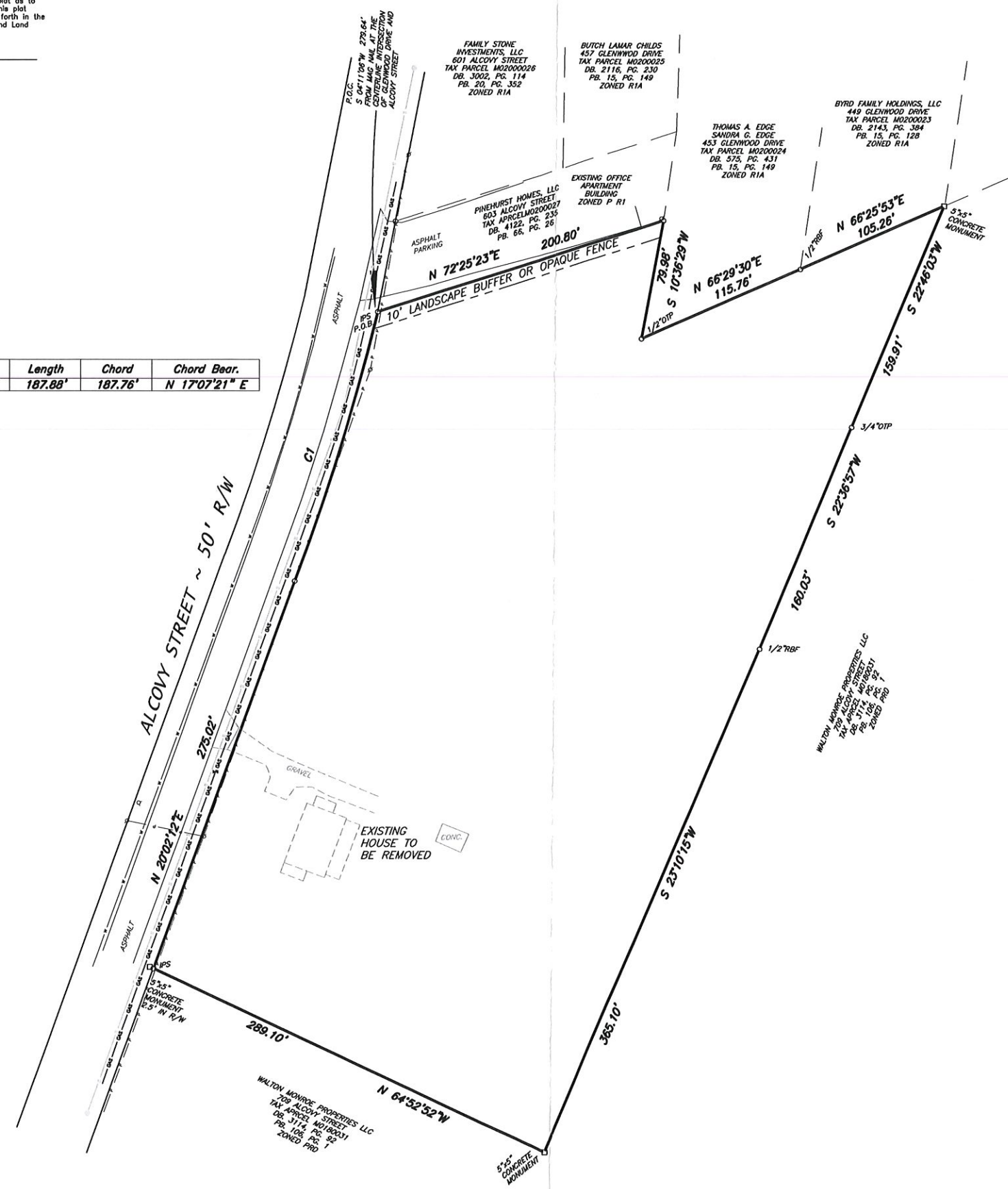
- LEGEND**
- R.B.F. = REBAR FOUND
 - I.P.S. = IRON PIN SET WITH CAP STAMPED "ALCOVY"
 - C.M.F. = CONCRETE MONUMENT FOUND
 - O.T.P. = OPEN TOP PIPE
 - C.T.P. = CRIMPED TOP PIPE
 - R/W = RIGHT OF WAY
 - P.L. = PROPERTY LINE
 - C.L. = CENTER LINE
 - B.S.L. = BUILDING SETBACK LINE
 - L.L. = LAND LOT
 - L.L.L.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

A TOPCON 225 TOTAL STATION WAS USED TO OBTAIN THE LINEAR AND ANGULAR MEASUREMENTS USED IN THE PREPARATION OF THIS PLAT.

THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 60,167 FEET AND AN ANGULAR ERROR OF 0" PER ANGLE POINT, AND WAS ADJUSTED USING LEAST SQUARES METHOD.

THIS MAP OR PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 352,793 FEET.

NOTE: NO PORTION OF THE PROPERTY SHOWN HEREON IS IN A DESIGNATED FLOOD HAZARD AREA, ACCORDING TO THE F.I.R.M. NO. 13297C0139E DATED 12/9/2016



- SITE DATA:**
- 1) CURRENT ZONING IS R1 AND P.
 - 2) PROPOSED USE IS RESIDENTIAL.
 - 3) PROPOSED 14 LOTS.
 - 4) MINIMUM HEATED FLOOR SPACE IS 1,300 SQ.FT.
 - 5) MAXIMUM BUILDING HEIGHT IS 35 FEET.
 - 6) MINIMUM BUILDING WIDTH IS 24 FEET.
 - 7) MAXIMUM DENSITY IS 5 UNITS PER ACRE, PROPOSED DENSITY IS 3.5 UNITS PER ACRE.
 - 8) MAXIMUM LOT COVERAGE IS 40%.
 - 9) MINIMUM 2 PARKING SPACES PER DWELLING.

3.970 ACRES



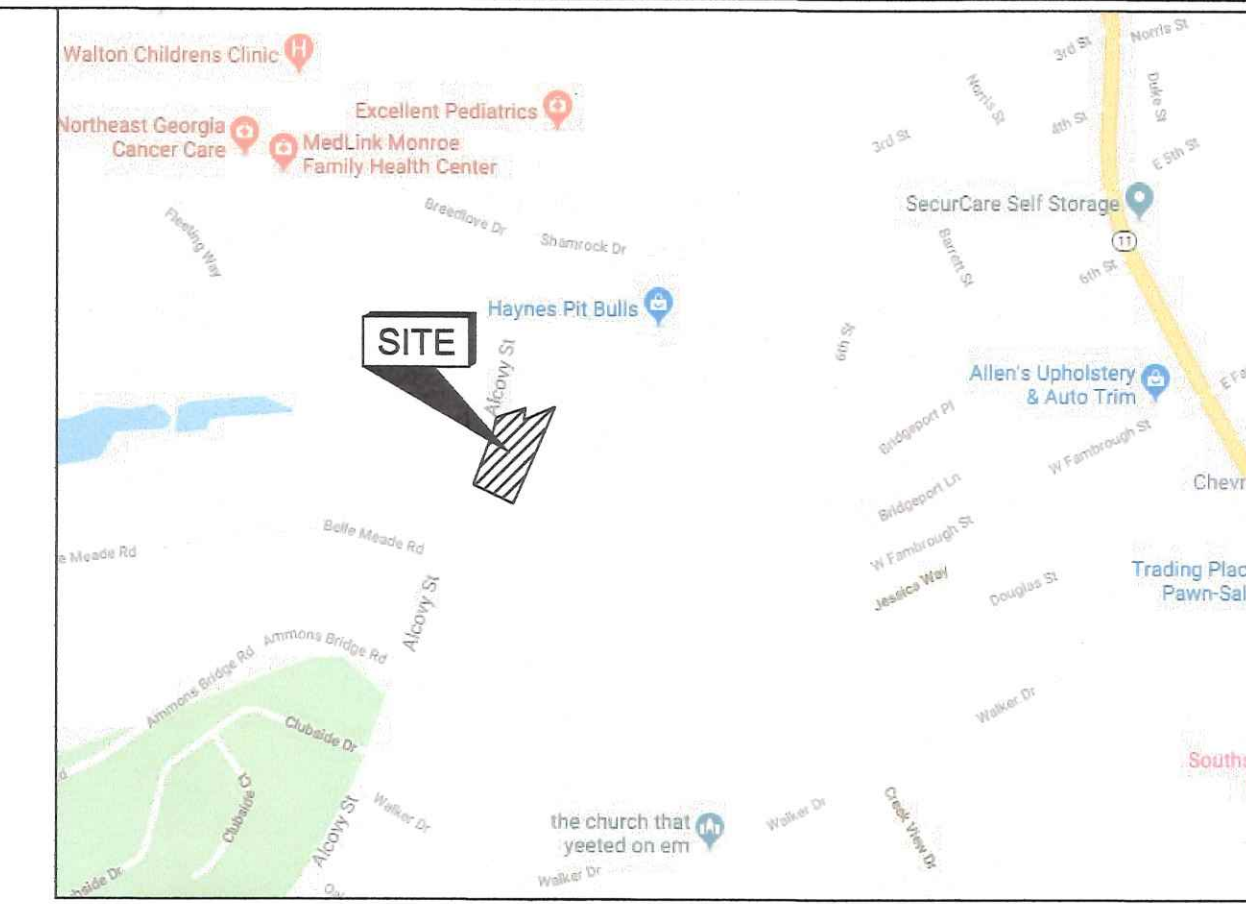
REZONING PLAT FOR:
PINEHURST HOMES, LLC
 IN THE CITY OF MONROE, TAX PARCEL M0200028 & M0200027
 FIELD WORK DATE: 1/9/18 DATE OF PLAT PREPARATION: 1/11/18
 LAND LOT(S) 37 3rd DISTRICT WALTON COUNTY, GEORGIA
ALCOVY SURVEYING AND ENGINEERING, INC. SCALE: 1" = 40'
 2205 HWY. 81 S., LOGANVILLE, GA. 30052
 Phone 770-466-4002 - LSF #000759 JOB NO. 17-178

OWNER:
 PINEHURST HOMES, LLC
 992 HOLLY HILL ROAD
 MONROE, GA. 30655

VARIANCE REQUEST

REQUESTING A VARIANCE TO ALLOW LOT # 11 AND #13 TO BE LESS THAN 10,000 S.F. LOT 11 TO BE 8,517 S.F. AND LOT 13 TO BE 8,519 S.F.

NOTE: NO PORTION OF THIS PROPERTY IS IN A DESIGNATED FLOOD HAZARD AREA PER F.I.R.M. PANEL 13297C0139E DATED 12/08/2016.

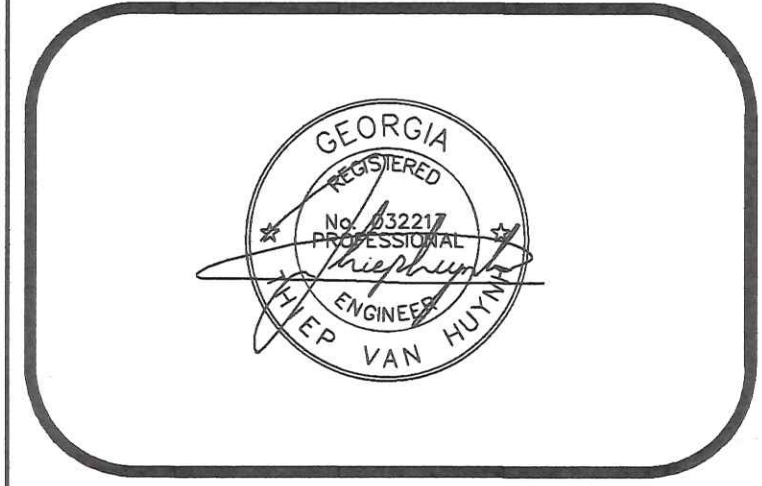


VICINITY MAP
N.T.S.

ALCOVY
SURVEYING & ENGINEERING, INC.
P.O.C. TIP HUYNH, P.E.
2205 Highway 81 South
Loganville, Georgia 30052
Phone: 770-466-4002
Fax: 770-466-4296
tip@alcovyse.com

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SITE PLAN

PROPOSED BIRCHFIELDS ON ALCOVY

PARCEL: M0200027 & M0200028
LAND LOT: 37
DISTRICT: 3RD
603-606 ALCOVY STREET
CITY OF MONROE, GA

DATE: 08/06/2020
SCALE: 1"=40'

OWNER / DEVELOPER

PINEHURST HOMES, LLC.
992 HOLLY HILL ROAD
MONROE, GA. 30655

DUANE WILSON
404-427-7920
duane.wilson@mca.com

24 HOUR - EMERGENCY CONTACT
DUANE WILSON
404-427-7920
duane.wilson@mca.com

REVISIONS

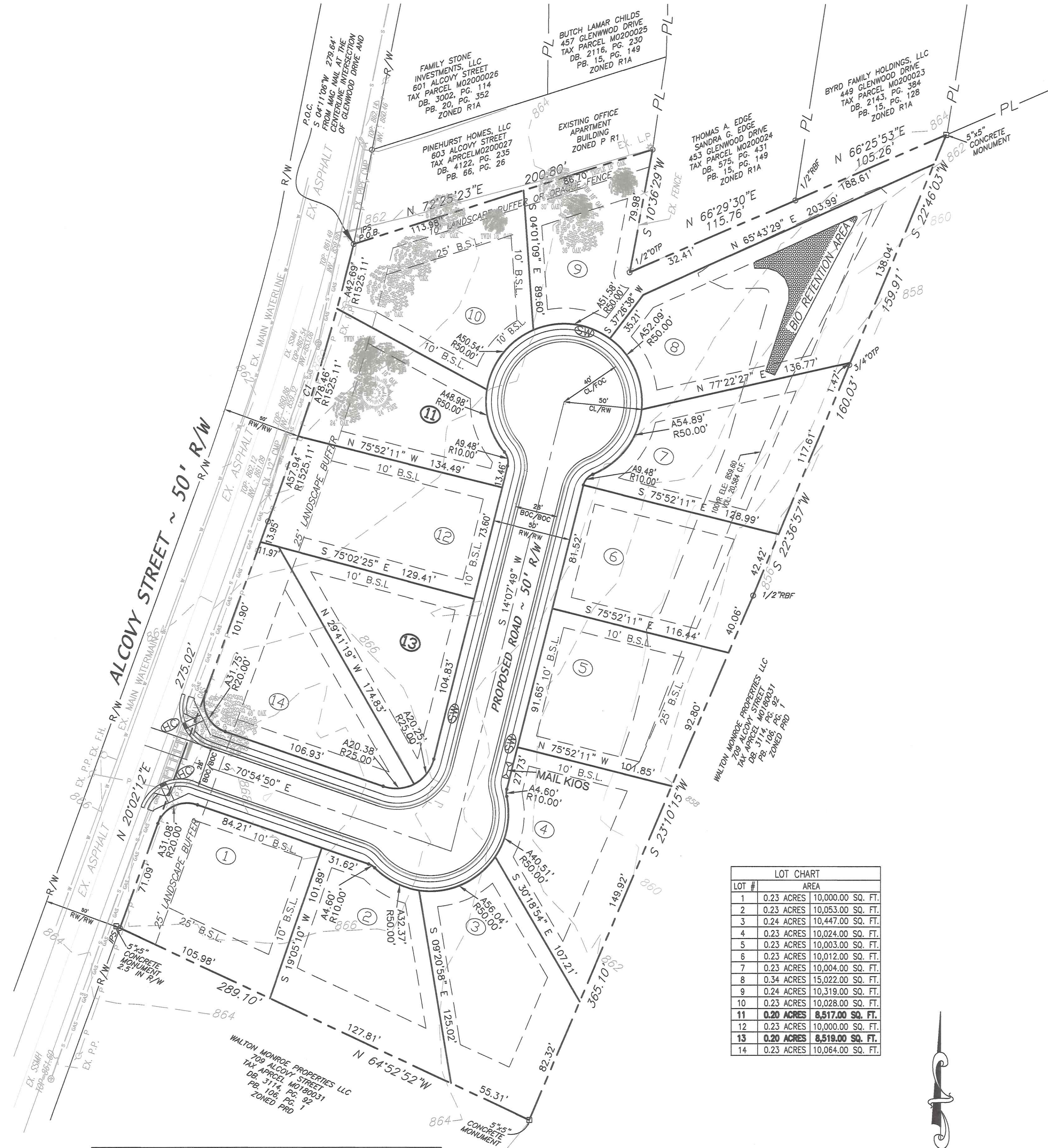
NO.	DATE	DESCRIPTION
1	9/2/20	CITY & GSWCC COMMENTS

RECEIVED
OCT 30 2020

JOB No. 17-178
C-1.2

TOTAL SITE AREA = 3.97 ACRES
TOTAL DISTURBED AREA = 3.36 ACRES
THERE ARE NO STATE WATERS ON OR WITHIN 200' OF THIS SITE.
THERE ARE NO MWI WETLAND ON SITE. UPON A SITE VISIT, THERE WERE NO VEGETATION WHICH INDICATES WETLANDS ON SITE.

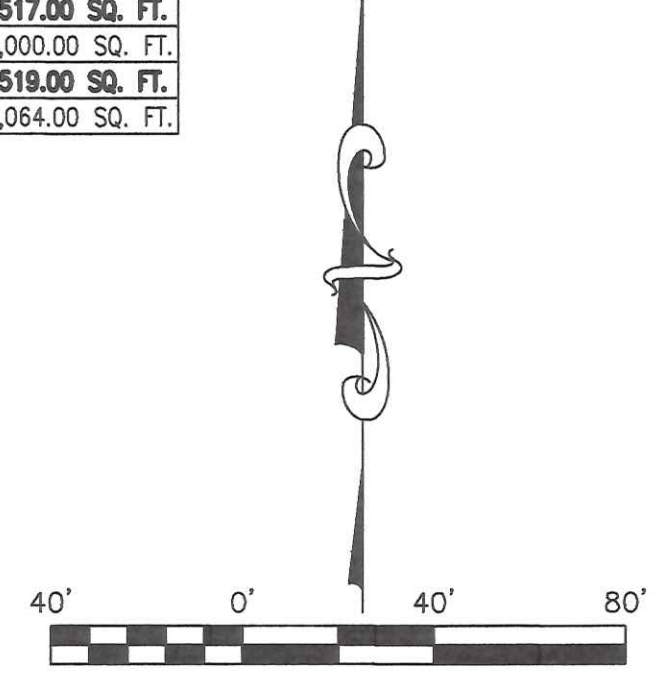
- LEGEND**
- R.B.F. = REBAR FOUND
 - I.P.S. = IRON PIN SET WITH CAP STAMPED "ALCOVY"
 - C.M.F. = CONCRETE MONUMENT FOUND
 - O.T.P. = OPEN TOP PIPE
 - C.T.P. = CRIMPED TOP PIPE
 - R/W = RIGHT OF WAY
 - CL = PROPERTY LINE
 - C.L. = CENTER LINE
 - B.S.L. = BUILDING SETBACK LINE
 - L.L. = LAND LOT
 - L.L.L. = LAND LOT LINE
 - G.M.D. = GEORGIA MILITIA DISTRICT
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 - (GL) = GAS LINE
 - (V) = VALVE
 - (W) = WELL
 - (DISTANCE) = DEED OR PLAT CALL
 - P.O.C. = POINT OF COMMENCEMENT
 - P.O.B. = POINT OF BEGINNING



Curve	Radius	Length	Chord	Chord Bear.
C1	1514.20'	187.88'	187.76'	N 17°07'21" E
C2	125.00'	207.16'	184.25'	N 61°36'29" E
C2	125.00'	124.30'	110.55'	N 61°36'29" E

LOT CHART

LOT #	AREA
1	0.23 ACRES 10,000.00 SQ. FT.
2	0.23 ACRES 10,053.00 SQ. FT.
3	0.24 ACRES 10,447.00 SQ. FT.
4	0.23 ACRES 10,024.00 SQ. FT.
5	0.23 ACRES 10,003.00 SQ. FT.
6	0.23 ACRES 10,012.00 SQ. FT.
7	0.23 ACRES 10,004.00 SQ. FT.
8	0.34 ACRES 15,022.00 SQ. FT.
9	0.24 ACRES 10,319.00 SQ. FT.
10	0.23 ACRES 10,028.00 SQ. FT.
11	0.20 ACRES 8,517.00 SQ. FT.
12	0.23 ACRES 10,000.00 SQ. FT.
13	0.20 ACRES 8,519.00 SQ. FT.
14	0.23 ACRES 10,064.00 SQ. FT.

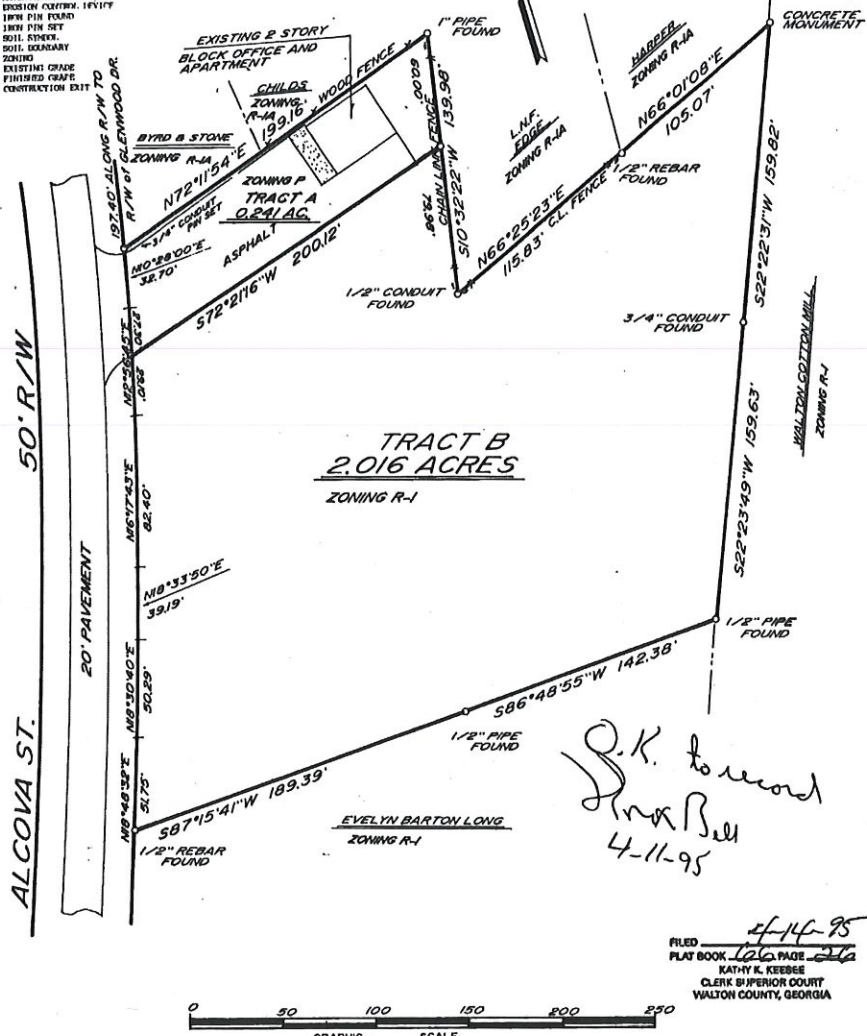


GEORGIA811
www.Georgia811.com

ENGINEERING FORM 7040M (1984)

- LINE - 1. INSTRUMENT FACE POINT
- P.E. - 2. CONSTRUCTION FACE POINT
- C.E.L. - 3. COLLIMATED SIGHT INSTRUMENT
- S.F. - 4. SIGHTED SIGHT INSTRUMENT
- S. - 5. SIGHTED SIGHT INSTRUMENT
- H.M. - 6. HEADSHELL
- C.P. - 7. CENTER POINT
- S.P. - 8. SIGHT POINT
- R/M. - 9. RIGHT OF WAY
- D.F. - 10. DRAINAGE FACILITY
- D.L. - 11. DRAINAGE LINE
- R. - 12. RADIUS
- C.P. - 13. CONCRETE PIPE
- C.M.P. - 14. CORRUGATED METAL PIPE
- L.L. - 15. LAND LOT
- L.L. - 16. LAND LOT LINE
- C.L. - 17. CENTERLINE
- H.W. - 18. HIGHWAY
- O - 19. FIRE INTRANT
- W.V. - 20. WATER VALVE
- E.C.D. - 21. EXISTING CURB, LEVEL
- I.P.F. - 22. IRON PIPE FOUND
- I.P.S. - 23. IRON PIPE SET
- LEH - 24. LEVEL
- A - 25. ADJACENT
- EXISTING GRADE
- FINISHED GRADE
- CONSTRUCTION EXIT

1. THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 100,000 FEET AND AN ANGULAR ERROR OF 2" PER ANGLE POINT AND HAS ADJUSTED BY THE CLASS RULE.....
2. THE DATA SHOWN ON THIS SURVEY HAS BEEN CALCULATED FOR CLOSURE AND HAS BEEN FOUND TO BE ACCURATE TO WITHIN ONE FOOT IN 100,000 FEET.....
3. THE LINEAR MEASUREMENTS NECESSARY FOR THIS SURVEY WAS OBTAINED BY LEVEL SET 4 TOTAL STATION.....
4. THE AREA SHOWN ON THIS PLAT DOES NOT LAY IN A DESIGNATED F.I.A. FLOOD HAZARD ZONE.....



*G.K. to record
D.K. Bell
4-11-95*

FILED 4-14-95
PLAT BOOK 106 PAGE 276
KATHY K. KESSEE
CLERK SUPERIOR COURT
WALTON COUNTY, GEORGIA



REZONING PLAT FOR

JOE E. BACCUS & LINDA L. BACCUS

STATE	COUNTY	CITY	G.M.D.
GEORGIA	WALTON	MONROE	TOWN, 419
DISTRICT	LAND LOT	SCALE	DATE
3rd	37	1"=50'	REVISED 4/11/95



John F. Brewer & Associates
LAND SURVEYORS, LAND PLANNERS
DEVELOPMENT SUPERVISION

107 Davis Street
Monroe, GA. 30655
(404) 287-4703

B10-113

RECORDED: APR 14 1995, 10
KATHY K. KESSEE, CLERK

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of Article VII; Section 700.1; Table 11 lot size of the Zoning Ordinance for 603 & 606 Alcovy St. A public hearing will be held on December 15, 2020 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for variance of Article VII; Section 700.1; Table 11 lot size of the Zoning Ordinance for 603 & 606 Alcovy St. A public hearing will be held on January 12, 2021 before the Mayor and Council, at 6:00 pm.

The meeting will be held in City Hall Meeting Room, 215 North Broad Street. All those having an interest should be present.

Please run on the following date:

November 22, 2020



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 12-18-2020
Description: Variance request 1360 Armistead Circle

Budget Account/Project Name: NA

Funding Source: 2020 NA

Budget Allocation: NA

Budget Available: NA

Requested Expense: \$NA **Company of Purchase:** NA

Recommendation: Approve

Background: This request is in keeping with the remainder of the neighborhood which the applicant's in-laws developed in the mid 60's. The majority of the homes on this street with carports or garages on grade are either front entry garages or carports or have been enclosed. The most side entry garages are drive under basement lots. The front entry requested will be in keeping with the pattern of this 55+ year old development.

Attachment(s):

Application and supporting documents.



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

Plan Report

Plan NO.: VAR-000084- 70

Plan Type: Variance

Work Classification: New Construction

Plan Status: In Review

Apply Date: 12/16/2020

Expiration:

Location Address

Parcel Number

1360 ARMISTEAD CIR, MONROE, GA 30655

M0060059

Contacts

TAMMY TEW **Applicant**
 1848 WALTON RD, MONROE, GA 30656
 (770)743-8453 rainne3444@aol.com

Description: REQUEST FOR VARIANCE OF ARTICLE IX SECTION 910.1 (8) GARAGE DOORS - P&Z MTG 1/19/2021 @ 5:30 PM - COUNCIL MTG 2/9/2021 @ 6:00 PM ONLINE ZOOM MEETING

Valuation: \$ 0.00
Total Sq Feet: 0.00

Fees	Amount
Single Family Rezone or Variance Fee	\$100.00
Total:	\$100.00

Payments	Amt Paid
Total Fees	\$100.00
Check # 1005	\$100.00
Amount Due:	\$0.00

Condition Name

Description

Comments

Hebbie Adkinson

Issued By:

December 16, 2020

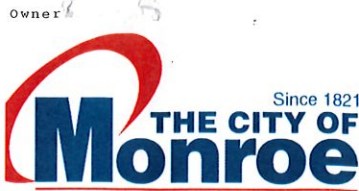
Date

Plan_Signature_1

Date

Plan_Signature_2

Date



Variance/Conditional Use Application

Application must be submitted to the Code Department 30 days prior to the Planning & Zoning

Meeting of: _____

Your representative must be present at the meeting

Street address 1360 Armistead Circle Council District 30 / 3 Map and Parcel # M0060059
Zoning R1 Acreage 0.3 Proposed Use Residential Home Road Frontage 110 ft. / on
Armistead Circle (street or streets)

Applicant
Name Tammy Tew
Address 1848 Walton Rd
Phone # 770-743-8453

Owner
Name Tammy Tew
Address 1848 Walton Rd
Phone # 770-743-8453

Request Type: (check one) Variance [X] Conditional Use []

Nature of proposed use, including without limitation the type of activity proposed, manner of operation, number of occupants and/or employees, hours of operation, number of vehicle trips, water and sewer use, and similar matters:
This would be a single family home and would have 2 occupants

State relationship of structure and/or use to existing structures and uses on adjacent lots;
Private home

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):
I'm requesting a variance to allow a street facing garage and driveway due to the size of the property not allowing for side or rear garage and driveway.

State area, dimensions and details of the proposed structure(s) or use(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:
Double driveway leading into a double garage 30 'x 74'

State the particular hardship that would result from strict application of this Ordinance:
I would be unable to build this home due to the property size won't allow a side or rear driveway.

Check all that apply: Public Water: [X] Well: [] Public Sewer: [X] Septic: [] Electrical: [X] Gas: []

For any application for an overlay district, a Certificate of Appropriateness or a letter of support from the Historic Preservation Commission or the Corridor Design Commission for the district is required.

Documents to be submitted with request:

- Recorded deed
- Survey plat
- Site plan to scale
- Proof of current tax status

Application Fees:

- \$100 Single Family
- \$300 Multi Family
- \$200 Commercial

Each applicant has the duty of filing a disclosure report with the City if a contribution or gift totaling two hundred and fifty dollars (\$250.00) or more has been given to an official of the City of Monroe within the last two (2) years.

The above statements and accompanying materials are complete and accurate. Applicant hereby authorizes 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 Jammy Jew Date: 12-10-20

**PUBLIC NOTICE WILL BE PLACED AND REMOVED BY THE CODE DEPARTMENT
SIGN WILL NOT BE REMOVED UNTIL AFTER THE COUNCIL MEETING.**

***Property owners signature if not the applicant**

Signature ~~Misty Townsend~~ Date: ~~12-10-20 M.T.~~

Misty Townsend Date: 12.10.20

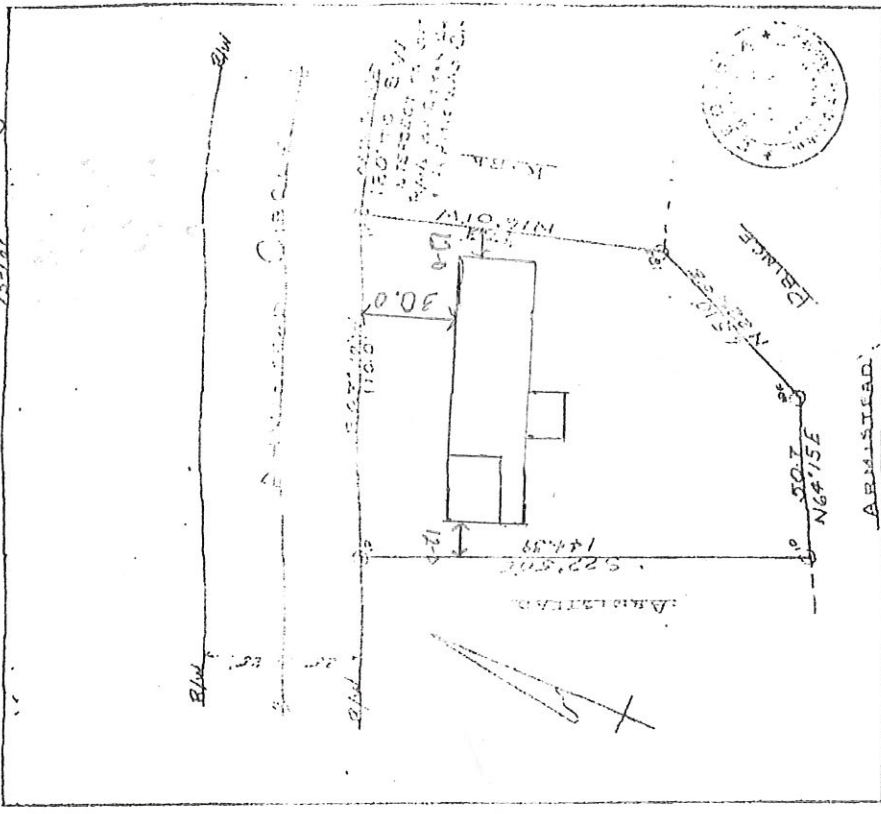
Notary Public

Commission Expires: _____



I hereby withdraw the above application: Signature _____ Date _____

13-127

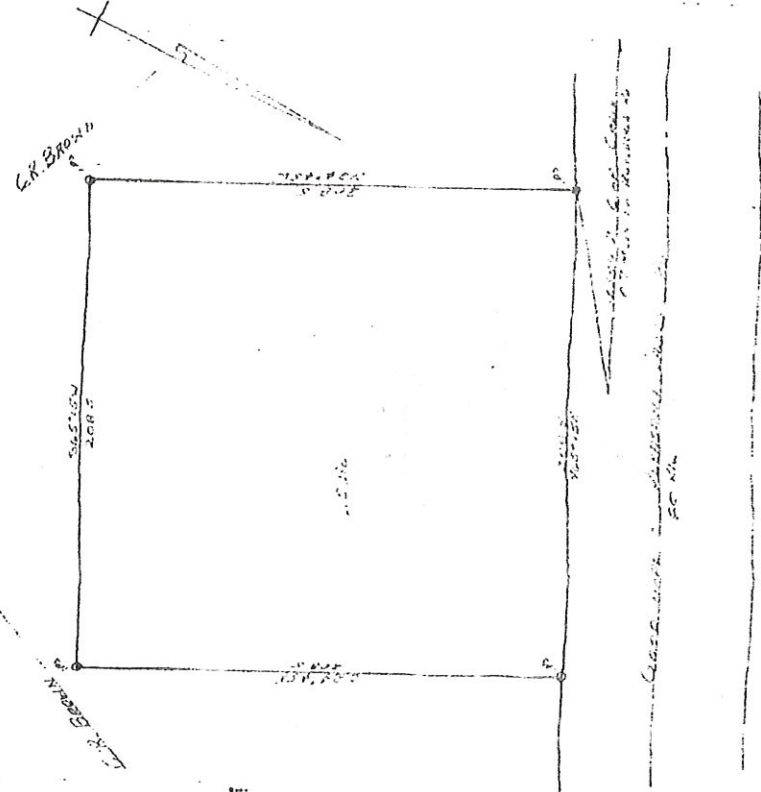


ARMISTEAD

PROPERTY OF
 LEWIS ARMISTEAD
 LOCATED IN ARMISTEAD SUBDIVISION
 MORGES NATION COUNTY GEORGIA
 SURVEYED BY W. M. GREGG
 CHECKED BY H. G. JARRARD
 MAR 4, 1964
 SCALE 1" = 30'

RECORDED ON THE 10 DAY OF Oct. 1962
 Thomas S. Pritchard
 CLERK, WALTON SUPERIOR COURT (4)

PLAT BOOK 13 P 187



PROPERTY OF

C. R. BROWN
 BRINGAME C.M. 251
 WILTON COUNTY GEORGIA
 SURVEYED BY W. M. GREGG SR
 SCALE 1" = 40'
 OCT. 6, 1967

RECORDED ON THE 23 DAY OF March, 1970
 Thomas S. Pritchard
 CLERK, WALTON SUPERIOR COURT

AD VALOREM TAX NOTICE FOR THE COUNTY OF WALTON

2020 ADVALOREM TAX NOTICE FOR THE COUNTY OF WALTON

YEAR	BILL NUM	ACCOUNT NUMBER	DI	LOCATION/DESCRIPTION	MAP/PARCEL		FAIR MARKET VALUE
2020	001763	035260 010	1	LOT	M 6	59	15,002
TAXING ENTITY	ASSESSMENT	EXEMPTION	TAXABLE VALUE	MILLAGE RATE	CREDITS	TAXES DUE	
COUNTY	6001		6001	.0106770	17.01	64.07	
SCHOOL	6001		6001	.0191000		114.62	
SCH BOND	6001		6001	.0023000		13.80	
CITY TAX	6001		6001	.0075880	28.29	45.54	

TOTAL SCHOOL TAXES 128.42
 TOTAL COUNTY TAXES 64.07
 TOTAL CITY TAXES 45.54

TOTAL TAX DUE 238.03

ARMISTEAD JAMES TIMOTHY
 158 ROSCOE DAVIS RD
 MONROE GA 30656-4653

CREDITS ARE LISTED FOR INFORMATION PURPOSES ONLY
 WALTON CO. TAX COMM.
 303 S. HAMMOND DRIVE
 SUITE 100
 MONROE, GA. 30655

PAYMENT MUST BE MADE ON OR BEFORE
 NOVEMBER 15, 2020
 YOUR CANCELLED CHECK IS YOUR RECEIPT

Payments made after the due date are subject to interest and penalties governed by Georgia Code. We encourage you to pay by mail, on the web at www.waltoncountypay.com or by phone 800.279.7450.



-----PLEASE READ, THIS IS AN IMPORTANT PART OF YOUR TAX BILL-----

Certain persons are eligible for certain homestead exemptions from ad valorem taxation. In addition to the regular homestead authorized for all homeowners, certain elderly persons are entitled to additional homestead exemptions. The full law relating to each exemption must be referred to in order to determine eligibility for the exemption. If you are eligible for one of the exemptions and are not now receiving the benefit of the exemption, you must apply for the exemption not later than 4/01/2021 in order to receive the exemption in future years. For more information on eligibility for exemptions or on the proper method of applying for an exemption, you may contact the office of the County Tax Office at 303 S. HAMMOND DRIVE (770)267-1352. If you feel that your property has been assigned too high a value for tax purposes by the Board of Tax Assessors, you should file a tax return reducing the value not later than 4/01/2021 in order to have an opportunity to have this value lowered for next year's taxes. Information on filing a return can be obtained from the County Tax Office at 303 S. HAMMOND DRIVE and/or (770)267-1352.

LOCAL OPTION SALES TAX CREDIT:
 The General Assembly reenacted the Local Option Sales Tax Act and another part of your bill shows the dollar amount of reduction of local property taxes which you have received. The law now requires the following additional information to be provided to each taxpayer:

LOCAL TAX LEVY:
 Mill rate required to produce local budget 25.814
 Reduction in mill rate due to rollback to taxpayers of sales tax proceeds this previous year 7.549
 Actual mill rate set by local officials 18.265

PAYMENT MUST BE MADE ON OR BEFORE
 NOVEMBER 15, 2020
 YOUR CANCELLED CHECK IS YOUR RECEIPT

303 S. HAMMOND DRIVE
 SUITE 100
 MONROE, GA. 30655

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Accounts  Dashboard Accounts Transfer Payments Send Money with Zelle Plan & Analyze More Messages Profile & Settings

[Go to My Accounts](#)
Account Details

 Print

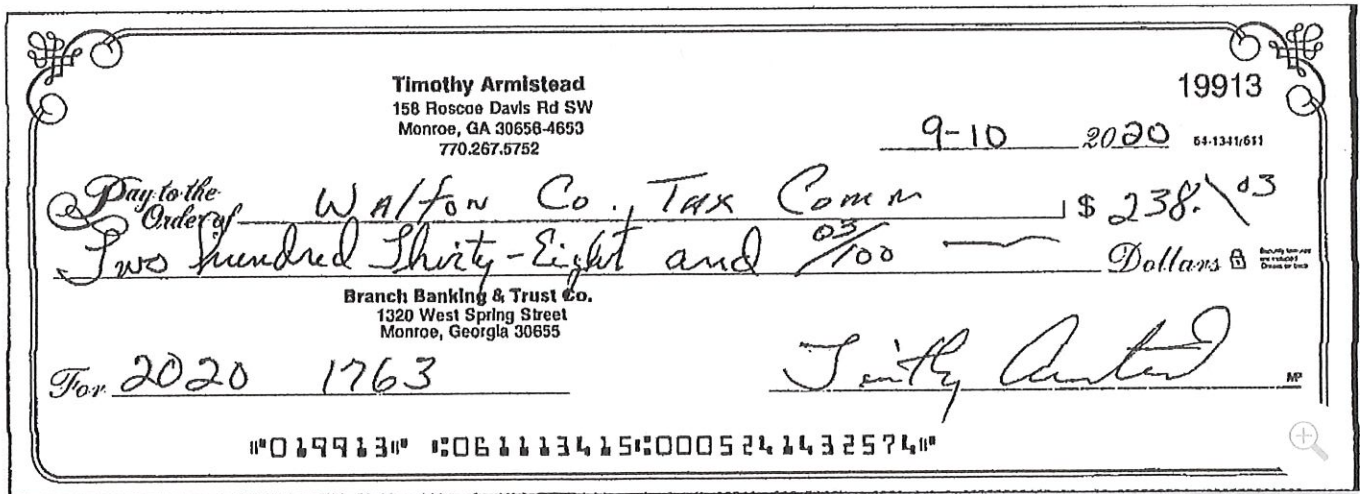
CHECK #19913



Check #	Amount	Date Posted
19913	-\$238.03	09/18/2020

Front

Back



Timothy Armistead
 158 Roscoe Davls Rd SW
 Monroe, GA 30658-4653
 770.267.5752

19913
 9-10 2020 64-1341/611

Pay to the Order of Walton Co. Tax Comm \$ 238.⁰³
Two hundred thirty-eight and ⁰³/₁₀₀ Dollars

Branch Banking & Trust Co.
 1320 West Spring Street
 Monroe, Georgia 30655

For 2020 1763 Timothy Armistead

⑈019913⑈ ⑆061113415⑆0005241432574⑈

Close

 Printable Version



Summary

Parcel Number M0060059
 Location Address 1360 ARMISTEAD CIR
 Legal Description LOT
 (Note: Not to be used on legal documents)
 Class R3-Residential
 (Note: This is for tax purposes only. Not to be used for zoning.)
 Zoning R1
 Tax District Monroe (District 01)
 Millage Rate 39.382
 Acres 0.3
 Neighborhood LT-\$15,000 BASE MONROE-00200 (00200)
 Homestead Exemption No (S0)
 Landlot/District 30 / 3

[View Map](#)

Owner

TEW TAMMY JO
 1360 ARMISTEAD CIRCLE
 MONROE, GA 30655

Land

Type	Description	Calculation Method	Square Footage	Frontage	Depth	Acres	Lots
Residential	00200-LT-\$15,000 Base Monroe	Lot	0	0	0	0.3	1

Accessory Information

Description	Year Built	Dimensions/Units	Identical Units	Value
Pool/Res Vinyl Lined	2000	20x40 / 0	1	\$1
Accessory Building	2000	30x60 / 0	1	\$1

Sales

Sale Date	Deed Book / Page	Plat Book / Page	Sale Price	Reason	Grantor	Grantee
10/19/2020	4706 109	013 187	\$0	Deed of Gift	ARMISTEAD JAMES TIMOTHY	TEW TAMMY JO
3/29/2017	4051 135	013 187	\$10,000	Fair Market - Improved	RUFF JOHN SANDERS	ARMISTEAD JAMES TIMOTHY
10/1/2004	2053 162	013 187	\$0	Unqualified - Vacant	RUFF JOHN S &	RUFF JOHN SANDERS
10/27/1998	895 155	013 187	\$25,000	Land Market - Vacant	ARMISTEAD JAMES TIMOTHY	RUFF JOHN S &
	124 610	NPR	\$0	Unqualified Sale		ARMISTEAD JAMES TIMOTHY

Valuation

	2020	2019	2018	2017
Previous Value	\$12,002	\$10,000	\$34,900	\$36,700
Land Value	\$15,000	\$12,000	\$2,867	\$10,000
+ Improvement Value	\$0	\$0	\$0	\$0
+ Accessory Value	\$2	\$2	\$7,133	\$24,900
= Current Value	\$15,002	\$12,002	\$10,000	\$34,900

No data available for the following modules: Rural Land, Residential Improvement Information, Commercial Improvement Information, Mobile Homes, Prebill Mobile Homes, Permits, Photos, Sketches.

The Walton County Assessor makes every effort to produce the most accurate information possible. No warranties, expressed or implied are provided for the data herein, its use or interpretation. The assessment information is from the last certified tax roll. All other data is subject to change.

[User Privacy Policy](#)
[GDPR Privacy Notice](#)



Last Data Upload: 12/14/2020, 6:30:06 AM

Version 2.3.98

After recording return to
DICKINSON & WILLIS, LLC
ATTORNEYS AT LAW
338 NORTH BROAD STREET
MONROE, GEORGIA 30655
FILE # 20-395

space above line for recording

**WARRANTY DEED OF GIFT
(No Title Certificate)**

STATE OF GEORGIA
COUNTY OF WALTON

THIS INDENTURE, Made the 19th day of October in the year two thousand and twenty, between **JAMES TIMOTHY ARMISTEAD**, of the County of Walton and State of Georgia, as party or parties of the first part, hereinafter called Grantor and **TAMMY JO TEW**, of the County of Walton and State of Georgia, as party or parties of the second part, hereinafter called "Grantee" (the words "Grantor" and "Grantee" to include their respective heirs, successors and assigns where the context requires or permits).

WITNESSETH that: Grantor for and in consideration of Love and Affection, the sum of TEN DOLLARS (\$10.00) 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, in fee simple, together with every contingent remainder and right of reversion, the following described property:

All that tract or parcel of land lying and being in the City of Monroe, Walton County, Georgia, being a lot in ARMISTEAD SUBDIVISION as shown on a plat of survey prepared by William J. Gregg, Sr. And checked by H. G. Jernad, Registered Professional Land Surveyor No. 1162, dated March 1, 1984, recorded in Plat Book 13, page 187, Clerk's Office, Walton County Superior Court, Reference is hereby made to said plat of survey, and the same is incorporated herein for a more complete description of the property conveyed.

JTW

According to such plat of survey, the tract herein is more particularly described as follows: BEGINNING at an iron pin located on the Southeasterly right of way of Armistead Circle (shown as being 50 feet in width) situated South 74° 40' East along such right of way 120 feet from its intersection with the right of way of Etten Drive; Running thence along said right of way South 67° 10' West 110.0 feet to an iron pin; Running thence South 22° 50' East 144.39 feet to an iron pin; Running thence North 64° 15' East 50.7 feet to an iron pin; Running thence North 22° 49' East 65.10 feet to an iron pin; Running thence North 16° 01' West 97.3 feet to the POINT OF BEGINNING.

THIS CONVEYANCE IS BEING MADE SUBJECT TO any encumbrances, easements, restrictions and other matters 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 any wise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons whosoever.

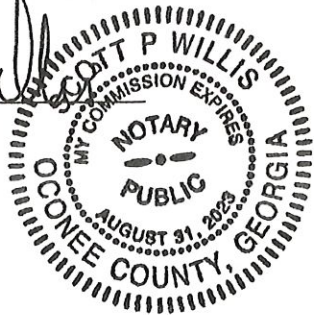
IN WITNESS WHEREOF, the Grantor has signed and sealed this deed, the day and year above written.

Signed, sealed and delivered in presence of:

Robert A. ...
Witness

James Timothy Armistead (Seal)
JAMES TIMOTHY ARMISTEAD

Scott P. Willis
Notary Public



**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of Article IX, section 910.1(8) of the Zoning Ordinance for 1360 Armistead Circle. A public hearing will be held on January 19, 2021 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of Article IX, section 910.1(8) of the Zoning Ordinance for 1360 Armistead Circle. A public hearing will be held on February 09, 2021 before the Mayor and Council, at 6:00 pm.

These meetings will be held via Zoom online. The link will be available to the public on our web site and on the agenda. All those having an interest should be present.

Please run on the following date:

January 3, 2021



P.O. Box 1249 • Monroe, Georgia 30655
Attn: Business License
(770) 207-4674
DChambers@MonroeGA.Gov

OCCUPATION TAX APPLICATION

BUSINESS NAME M AND S FOOD MART INC TELEPHONE (678) 878-8578

ADDRESS 220 E. Spring St, Monroe, GA 30655 TYPE OF BUSINESS

MAILING ADDRESS 220 E. Spring St, Monroe, GA 30655 CONVENIENT STORE

EMAIL ADDRESS Loganabcd@Gmail.com

OWNER'S NAME Simon Ilikattil TELEPHONE 678 878-8578

EMERGENCY CONTACT PERSON: Ancy Ilikattil
TELEPHONE (770) 595-6332

PROPERTY OWNER'S NAME: BUFORD DAM VENTURES
TELEPHONE (678) 646-2655

**NUMBER OF EMPLOYEES: FULL TIME 2
PART TIME 0 ****(Including Owners & Family Members)**

HAVE YOU EVER BEEN CONVICTED OF A FELONY OR ARE YOU DISQUALIFIED TO RECEIVE A LICENSE

BY REASON OF ANY MATTER OR THING CONTAINED IN THE LAWS OF THIS STATE, OR THIS CIYT? YES NO

WILL A SIGN BE INSTALLED ON THE BUILDING OR PROPERTY? YES NO

A PERMIT IS REQUIRED FOR ALL SIGNS!!

I hereby certify that I will not violate any of the laws of this State of Georgia or of the United States. I further agree to comply with any and all ordinances of the City of Monroe in conducting business in the City.

Signature: Date 12 / 21 / 2020

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE APPLICATION

INSTRUCTIONS: PLEASE PRINT OR TYPE APPLICATION AND ANSWER ALL QUESTIONS.

Please fill out entire application leaving no sections blank; please mark sections that do not apply N/A

Please check the licenses that you are applying for.

CITY OF MONROE

ALCOHOLIC BEVERAGE LICENSE FEES

<u>CONSUMPTION ON PREMISE:</u>	<u>LICENSE FEE:</u>	
BEER/WINE	\$1000.00	_____
NON PROFIT PRIVATE CLUB	\$600.00	_____
SUNDAY SALES-PRIVATE CLUBS ONLY	\$150.00	_____
BEER/WINE AMENITIES LICENSE	\$100.00	_____
DISTILLED SPIRITS	\$3000.00	_____
NON PROFIT PRIVATE CLUB-ONLY	\$600.00	_____
SUNDAY SALES	\$150.00	_____
<u>PACKAGE:</u>	<u>LICENSE FEE:</u>	
BEER/WINE	\$2000.00	_____ ✓
HOTEL/MOTEL IN ROOM SERVICE	\$250.00	_____
GROWLERS	\$2000.00	_____
<u>MANUFACTURER</u>	<u>LICENSE FEE: 1 FEE ONLY</u>	
DISTILLERIES OR MICRO-DISTILLERIES	\$1500.00	_____
BREWERY OR MICRO-BREWRIES	\$1000.00	_____
BREW PUB	\$750.00	_____

WHOLESALE DEALERS:

LICENSE FEE:

PRINCIPAL PLACE OF BUSINESS - CITY

BEER/WINE

\$1500.00

DISTILLED SPIRITS

\$2000.00

PRINCIPAL PLACE OF BUSINESS -- NOT IN CITY

\$100.00

TEMPORARY LICENSE:

LICENSE FEE:

NON PROFIT ORGANIZATIONS

\$25.00 PER DAY

FOR PROFIT ORGANIZATIONS

\$150.00 PER DAY

SPECIAL EVENT VENUES

\$300.00

REGISTRATION

There is a \$250.00 non-refundable administrative/investigative fee for all licenses except for a Beer/Wine Amenities License which the fee is \$200.00.

There is no application fee for wholesale dealers.

1. Full Name of Business M and S Food Mart Inc

Under what name is the Business to operate? M and S Food Mart nc

Is the business a proprietorship, partnership or corporation? Domestic or foreign?

Corporation

2. Address: a) Physical: 220 E. Spring St, Monroe, GA 30655

b) Mailing: 220 E. Spring St., Monroe, GA 30655

3. Phone 678-878-8578 Beginning Date of Business in City of Monroe 2/1/2021

4. New Business Existing business purchase

If change of ownership, enclose a copy of the sales contract and closing statement.

5. Federal Tax ID Number 85-4272792 Georgia Sales Tax Number _____

6. Is business within the designated distance of any of the following:

CHURCH, SCHOOL GROUNDS, COLLEGE CAMPUS (See Land Survey Requirements)

Beer and Wine 100 Yards Yes _____ No

Liquor 100 Yards (Church) or 200 Yards (School) Yes _____ No

7. Full name of Applicant Simon Illikattil

Full Name of Spouse, if Married Ancy Illikattil

Are you a Citizen of the United States or Alien Lawful Permanent Resident? Yes

Birthplace India

Current Address 291 Graymist path City Loganville St GA Zip 30052

Home Telephone 678-878-8578

Number of Years at present address 17 Years Plus

Previous address (If living at current address less than 2 yrs).

Number of years at previous address Not Applicable

8. If new business, date business will begin in Monroe _____

If transfer or change of ownership, effective date of this change 02/01/2021

If transfer or change of ownership, enclose a copy of the sales contract, closing statement, and check.

Previous applicant & D/B/A _____

9. What is the name of the person who, if the license is granted, will be the active manager of the business and on the job at the business? List address, occupation, phone number, and employer Simon Illikattil, 291 Graymist Path, Loganville, GA 30052

Self Employed PH: 6778-878-8578

10. Has the person, firm, limited liability company, corporation, applicant, owner/owners, partner, shareholder, manager or officer been arrested, convicted or entered a plea of nolo contendere within ten (10) years immediately prior to the filing of this application for any felony or misdemeanor of any state or of the United States, or any municipal ordinance involving moral turpitude, illegal gambling or illegal possession or sale of controlled substances or the illegal possession or sale of alcoholic beverages to minors in a manner contrary to law, keeping a place of prostitution, pandering, pimping, public indecency, prostitution, solicitation of sodomy, or any sexually related crime. If yes, describe in detail and give dates.

No

11. Has the applicant been convicted under any federal, state or local law of any felony, within fifteen (15) years prior to the filing of application of such license? No

12. Do you own the land and building on which this business is to be operated? NO

13. Does this establishment have a patio/open area intended to be used for consumption of alcoholic beverages? yes or no

14. If operating as a corporation, state name and address of corporation, when and where incorporated, and the names and addresses of the officers and directors and the office held by each.

Simon Ilikattil - President

Simon Ilikattil - Secretary

15. If operating as a corporation, list the stockholders (20% or more) complete addresses, area code and telephone numbers, residential and business, and the amount of interest of each stockholder.

Not Applicable

16. If operating as a partnership, list the partners with complete addresses, area code and telephone numbers, residential and business, and the amount of interest or percent of ownership of each partner. Not Applicable

17. If partnership or individual, state names of any persons or firms owning any interest or receiving any funds from the corporation. Simon Ilikattil

18. Does applicant receive any financial aid or assistance from any manufacturer or wholesaler of alcoholic beverages? If yes, explain. Not Applicable

19. Does the applicant have any financial interest in any manufacturer or wholesaler of alcoholic beverages? If yes, please explain.

Not Applicable

20. State whether or not applicant, partner, corporation officer, or stockholder holds any alcoholic beverage license in other jurisdiction or has ever applied for a license and been denied. (Submit full details) NO

21. Does you or your spouse or any of the other owners, partners or stockholders have any interest in any liquor store or wholesale liquor business?

Not Applicable

22. If a retail grocery business in existence for more than six (6) months:

A statement from the applicant with documentary evidence provided that the business has had or will have gross sales of merchandise, other than malt beverages and wine, of more than three thousand dollars (\$3000.00) per month average for six (6) successive months preceding the filing of the application for this license or renewal thereof.

If a retail grocery business in existence for less than six (6) months:

A statement from the applicant with documentary evidence provided, that the business has had or will have gross sales of merchandise, other than malt beverages and wine, of more than three thousand dollars (\$3000.00) per month average for six (6) successive months from its inception; and

within ten (10) days upon completion of six (6) months' verifying the statement required herein; and upon failure to provide such verification as prescribed herein, the license shall be suspended until such verification is made.

23. If a club, a statement that the club has been organized or chartered for at least one (1) year; a statement that during the past year the club has held regular monthly meetings; and a statement that the club has at least fifty (50) members.

24. Character References: (For the applicant)

1. Thomas Chandy

Name
9661 Colony Way
Address
Snellville GA 30078 404-409-5185
City State Zip Telephone

2. ANUBINCY JOSEPH

Name
512 CHESTERFIELD RD
Address
BOGART GA 30622 706-308-8954
City State Zip Telephone

3. BARRY SALES

Name
2146 HWY 105
Address
DEMOREST GA 30535 770-542-8755
City State Zip Telephone

This the 21 day of December 2020.

[Signature] (Signature Applicant)

President (Title i.e. Partner, General Partner, Manager, Owner, etc.)

Simon Ilikattil (Print Name)

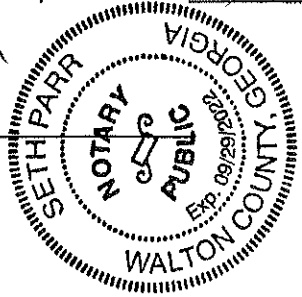
Or: _____ (Signature of Corporate Officer)

_____ (Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: Seth Parr

Notary Public: [Signature]

Executed: 12/21/20





To: City Council
From: Logan Propes, City Administrator
Department: Administration
Date: 02/02/2021
Subject: 1st Reading – Offenses and Miscellaneous Provisions Sec. 62-3 Possession of Marijuana Ordinance Amendment

Budget Account/Project Name:

Funding Source:

Budget Allocation:

Budget Available:

Requested Expense:

Company of Purchase:

Description:

Staff recommends that the Council approve the Ordinance Amendment update by adding and amending Sec. 62-3. Possession of Marijuana in its entirety.

Background:

The current Sec. 62-3. - Possession of marijuana Ordinance reads as follows:

- (a) Pursuant to the provisions of O.C.G.A. § 36-32-6, the municipal court is hereby clothed with jurisdiction to try cases involving the violation of state law in the possession of one ounce or less of marijuana.
- (b) Upon the request of the defendant or upon motion, ex mero motu, of the court, such charges shall be transferred to the court having general misdemeanor jurisdiction in the county.
- (c) Upon conviction of such charges the defendant shall be punished as provided in section 1-11 or otherwise as may be provided by law.

(Code 1988, § 11-1-8)

Attachment:

Updated Ordinance Amendment

For reference: Section 1-11

AN ORDINANCE TO AMEND CHAPTER 62 OF THE CODE OF ORDINANCES OF THE CITY OF MONROE, GEORGIA, REGARDING THE CITY’S OFFENSES AND MISCELLANEOUS PROVISIONS AND FOR OTHER PURPOSES.

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

Article I.

Chapter 62, Article I, Section 62-3 of the Code of Ordinances is hereby amended by adding the following section in its entirety:

Sec. 62-3. Possession of marijuana.

It shall be unlawful for any person to possess one ounce or less of marijuana within the corporate limits of the City of Monroe. Any person found guilty of violating this section shall be subject to the penalty as provided in Section 1-11; provided, that any defendant charged with possession of one ounce or less of marijuana shall be entitled on request to have the case against such defendant transferred to the court having general misdemeanor jurisdiction in the county wherein the alleged offense occurred.

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.

FIRST READING. This ___ day of _____, 2021.

SECOND READING AND ADOPTED on this ___ day of _____, 2021.

CITY OF MONROE, GEORGIA

By: _____ **(SEAL)**
John S. Howard, Mayor

Attest: _____ **(SEAL)**
Debbie Kirk, City Clerk



To: Finance Committee, City Council
From: Beth Thompson, Finance Director
Department: Finance
Date: 02/02/2021
Subject: Renewal - Property and Casualty Insurance

Budget Account/Project Name: xxx-xxxx-523101
Funding Source: Operating Budget All Departments

Budget Allocation: \$423,700
Budget Available: \$423,700
Requested Expense: \$404,347

Company of Purchase: Travelers, administered by Saville Risk Management

Description:
 Staff recommends the approval of the property and casualty insurance renewals.

Background:
 The City of Monroe has again partnered with Saville Risk Management for the renewal of the property and casualty insurance. The term of the renewal will be April 6, 2021 to April 6, 2022.

The Property and Casualty cost schedule summarizes the City of Monroe 2021 property and casualty insurance renewal. The coverage has moved from State National to Travelers generating significant savings in an insurance market where most cities and counties are seeing much higher premiums and deductibles. The package premium decreased \$789 while the vehicle/trailer count increased by a net of 24 through December 1, 2020, the property values increased by \$3,135,781 (due to inflation valuations) and the law enforcement deductible was reduced from \$15,000 to \$10,000. The cyber liability increased \$5,223 due to the higher industry claims and the airport liability increased \$750 as the aviation market premium firmed up after many years of declining rates.

Attachment(s):
 Property and Casualty renewal cost schedule to be handed out.