



Council Meeting

AGENDA

Tuesday, March 12, 2019

6:00 PM

City Hall

I. CALL TO ORDER

- 1. Invocation**
- 2. Roll Call**
- 3. Approval of Agenda**
- 4. Approval of Consent Agenda**
 - [a.](#) February 5, 2019 Council Minutes for Industrial Development Session
 - [b.](#) February 5, 2019 Council Minutes
 - [c.](#) February 12, 2019 Council Minutes
 - [d.](#) February 12, 2019 Executive Session Minutes
 - [e.](#) February 20, 2019 Planning & Code Committee Minutes
 - [f.](#) February 19, 2019 Planning Commission Minutes
 - [g.](#) February 26, 2019 Historic Preservation Commission Minutes
 - [h.](#) January 10, 2019 Downtown Development Authority Minutes
 - [i.](#) January 10, 2019 Conventions and Visitors Bureau Minutes
 - [j.](#) Customer Service / Drive-Thru Renovation - Approval to proceed for the amount of \$41,352.84. (Recommended for Council approval by Finance Committee March 5, 2019)
 - [k.](#) Roof Repair & Gutter Replacement - Flight Train Monroe Hangar - To contract with Garland / DBS for the amount of \$16,920.00.

(Recommended for Council approval by Airport Committee March 5, 2019)

- [l.](#) Approval - Tires for John Deere Loader - To purchase from Setco for \$30,317.00. (Recommended for Council approval by Public Works Committee March 5, 2019)
- [m.](#) Great American Cleanup Week, April 22 - 27, 2019 - Approval to participate. (Recommended for Council approval by Public Works Committee March 5, 2019)
- [n.](#) Purchase - Microduct - To purchase from Walker & Associates for \$38,250.00. (Recommended for Council approval by Utilities Committee March 5, 2019)
- [o.](#) Approval - Additional Fiber Packages - To approve the prices for the fiber packages as presented. (Recommended for Council approval by Utilities Committee March 5, 2019)
- [p.](#) Emergency Pump Purchase - To approve the emergency purchase of the pumps. (Recommended for Council approval by Utilities Committee March 5, 2019)
- [q.](#) Approval - Bankers Grove Regulator Station Removal - To contract with Harrison & Harrison for \$22,320.00. (Recommended for Council approval by Utilities Committee March 5, 2019)
- [r.](#) Approval - Out of State Travel for Fire - To send Captain Mike Towe to the Fire Department Instructors Conference in Indianapolis, Indiana, April 11-14, 2019. (Recommended for Council approval by Public Safety Committee March 5, 2019)
- [s.](#) Architectural & Engineering Services - Police Station / Municipal Court - To contract with Sizemore Group for \$122,100.00. (Recommended for Council approval by Public Safety Committee March 5, 2019)
- [t.](#) Roof & Exterior Wall Restoration - Police Station / Municipal Court - To contract with Garland / DBS for \$727,172.00. (Recommended for Council approval by Public Safety Committee March 5, 2019)

II. PUBLIC PRESENTATIONS

1. Special Olympics

III. PUBLIC FORUM

1. **Public Comments**
2. **Public Hearing**

- [a.](#) Variance - Double Springs Church Road

- [b.](#) Rezone - 941 Monroe Jersey Road
- [c.](#) Variance - 941 Monroe Jersey Road
- [d.](#) Ordinance to Amend Official Zoning Map
- [e.](#) Zoning Ordinance Text Amendment - Incorporation of the Zoning Map

IV. NEW BUSINESS

- [1.](#) Variance - Double Springs Church Road
- [2.](#) Rezone - 941 Monroe Jersey Road
- [3.](#) Variance - 941 Monroe Jersey Road
- [4.](#) Application - Micro-Brewery - Major Humphrey's Brewing Company
- [5.](#) Application - Beer & Wine Package Sales - Marathon Food Mart
- [6.](#) 2nd Reading - Performance and Maintenance Bonds Ordinance Amendment
- [7.](#) 1st Reading - Speed Zone Ordinance Amendment
- [8.](#) Resolution - Georgia Cities Week, April 21 - 27, 2019
- [9.](#) Resolution - 2018 Budget Amendment
- [10.](#) 2nd Reading - Ordinance to Amend Official Zoning Map
- [11.](#) 2nd Reading - Zoning Ordinance Text Amendment - Incorporation of the Zoning Map

V. ADJOURN

The Mayor and Council met for a called meeting.

Those Present:	John Howard	Mayor
	Wayne Adcock	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Larry Bradley	Council Member
	Norman Garrett	Council Member
	Nathan Little	Council Member
	David Dickinson	Council Member
	Logan Propes	City Administrator
	Debbie Kirk	City Clerk

Staff Present: Rodney Middlebrooks, Darrell Stone, Patrick Kelley, Sadie Krawczyk, Chris Bailey

Visitors: Shane Short, Andrew Kenneson, Sharon Swanepoel, Les Russell, Lawrence Quammen

I. CALL TO ORDER – JOHN HOWARD

1. Roll Call

Mayor Howard noted that Council Member Ross Bradley and Council Member Nathan Little were absent. There was a quorum.

Council Member Ross Bradley arrived during the discussion.

Council Member Nathan Little arrived during the discussion.

II. NEW BUSINESS

1. Council Industrial Development Session

Mr. Shane Short, Executive Director of the Development Authority of Walton County, facilitated the meeting to discuss Industrial Development. He questioned where we go from here and discussed communication being the missing link between the County and the City. He stated that infrastructure is needed on the front-end. Mr. Short questioned goals and the extent that the City is willing to go in order to get industries. Infrastructure costs and taxes have to be considered. He stated in order to grow the City and County need a plan. Mr. Short discussed what to expect at the upcoming Economic Development Summit which will be held in Madison, Georgia on March 21 and 22. He stated there have been lots of large industries to come and go in Walton County and Stanton Springs. Those industries were willing to invest over a billion dollars and hire thousands of employees, but did not stay. He questioned whether the voters, Board of Commissioners, and Council Members want these kinds of companies (i.e. automobile manufacturers) in our community. He noted that the decision makers never had the opportunity to make that decision. The decision makers are the people that vote and control the popular vote, and that would be your Board of Commissioners and City Council Members. Together as a group, he stated we have never talked about who and what type of industry we want in Walton County.

Mayor, Council, staff, and Mr. Short discussed future growth, household salaries, education, training, communication gaps, tax abatements, and land. They discussed attracting the younger generation with a vibrant downtown, their education, and a diversity of quality housing. They discussed wages and the competitive job market. They discussed doing a tour of the industries for the seniors again this year and communities working together. Intergovernmental Agreements, other Cities, and sharing of resources were also discussed.

III. ADJOURN

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

MAYOR

CITY CLERK

The Mayor and Council met for a called meeting.

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

Staff Present: Danny Smith, Chris Croy, R.V. Watts, Bill Owens, Beth Thompson, Rodney Middlebrooks, Brian Thompson, Darrell Stone, Patrick Kelley, Sadie Krawczyk, Chris Bailey, Beverly Harrison

Visitors: Andrew Kenneson, Sharon Swanepoel, Les Russell, Matt Bidwell, Carson Saville, Brian Collins, James Draper

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 progress is being made on the sidewalk projects, especially on the North end of town. Staff has been working hard on the R1A Zoning edits that were discussed at the Planning Retreat. He explained a Special Planning and Code Committee Meeting will be held on February 20 or 21 for input on the edits, prior to the March Planning and Zoning Committee Meeting. It will then be brought to Council for approval in April.

3. Central Services Update

Mr. Chris Bailey explained the numbers were standard for January compared to last year. He discussed the GIS System, which is one of the new preapproved CIP Projects. The bid from Carter & Sloope Consulting Engineers came in just under the budgeted amount of \$250,000.00. They are currently working through the City's system and needs assessment to start building the program. Mr. Bailey explained depending on whether the program is hosted locally or in the cloud, he may request to purchase the hardware for the project around mid-year. The grounds crew picked up almost 3,000 pounds of trash in January. He stated a new roof is being donated to the On-Stage Playhouse building. The City will be getting an intern from the School of Public and International Affairs for the Emerging Leaders Internship Program through the University of Georgia. Interviews will be held with three individuals from the undergraduate program over the next few days. They should be starting by the end of next week and work 20 hours a week.

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

Ms. Beth Thompson presented the monthly Finance Report. Due to yearend and audit entries, the numbers are not final for December. She anticipates having budget amendments for Council approval next month. The property tax collections are up to 98% for 2018. Staff has been working diligently training on the new utility billing system. She stated Mauldin & Jenkins will be on-site for two weeks doing their field work for the external audit.

b. Renewal – Health & Ancillary Insurance

Mr. Les Russell discussed the proposed changes to the health plan, which were presented during the budget meeting. The proposal is for a 9-month period, from April until the end of December. This would change the renewal date so the health plan would start on January 1, 2020. Due to the extremely high utilization they are looking at adding a third day to the clinic schedule. The clinic helps to keep the costs down, and they plan to promote the Teladoc system, which is a free service that has not been advertised enough. He explained the elective benefits will not change, but they are trying to make the wellness plan easier to understand. There will be four metrics measured: cholesterol, blood pressure, BMI, and tobacco. He stated this will reduce the deduction codes from 28 codes down to 4 codes.

Mr. Matt Bidwell, with MSI Benefits Group, reviewed the changes that were made last year. The City changed the claims administrator to Meritain, the network provider to Aetna, Delta for dental, and Aetna for vision. The basic life renewed with Standard Life last year with no changes. He explained the dental, vision, and life have two-year rate guarantees, so they are not currently up for review. He discussed the proposed changes in detail. He recommended that the surcharges be eliminated and the employee bi-weekly deductions be uniform. He explained the slight cost adjustments for recouping the difference and keeping the change cost neutral. Instead of multiple amounts being paid, there would be employee benefit changes. The maximum out-of-pocket and deductible amounts will change. He stated the amount of the deductible does not affect co-pay amounts. Costs for surgery, advanced imaging scans, out-patient surgery, and hospitalization go toward deductible amounts. Most employees don't pay their deductible during the year. The current standard deductible will change from \$500 to \$1,750 and the maximum out-of-pocket will change from \$2,000 to \$3,000. Employees will have the opportunity to lower their deductible by participating in the wellness program. He explained deductible credits will be given for body mass index, cholesterol ratio, blood pressure, and non-tobacco use. Employees that fully participate will not see an increase in their deductible amount. Mr. Bidwell stated his recommendation is to continue with Meritain, change the anniversary policy to 9-months with renewal on January 1, and accept the recommended lasers.

Council, staff, and Mr. Bidwell further discussed lasers, risks, premiums, and percentages.

City Administrator Logan Propes stated it is a lot of information, but is also one of the biggest things the City does for the employees. He stated the proposed recommendation is for the 9-month renewal with the laser option included with Meritain, and the associated fee schedules and deductibles as presented.

Mr. Russell discussed incentivizing the wellness component, the clinic, maintenance drugs, diet, exercise, and disease management.

The committee recommends to Council approval of the 9-month renewal with the laser option included with Meritain and the fee schedules and deductibles as presented.

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

c. Renewal – Property & Casualty Insurance

Mr. Carson Saville explained the renewal details for property and casualty insurance for 2019, stating the recommendation is to stay with State National. The total premium is \$375,412 which is \$13,621 more than last year. He explained the increases are based solely upon exposure. The automobile liability premium increased due to the addition of 12 new units. The cyber liability premium is also higher due to the expanded broader coverage.

Council, staff and Mr. Saville discussed the potential addition of vehicles, and the impact to the premium amounts.

The committee recommends renewal of the property and casualty insurance coverage to Council.

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

d. Utility Deposit Update

Ms. Beth Thompson explained the update of the utility customer deposit policy. The policy has been in place for a long time without updates. She stated the deposits are set up in the system and handled manually. Currently, residential customers with five years of uninterrupted service are eligible to receive a refund of their security deposit down to \$50. The security deposits get applied directly to their account annually each February. She explained the policy change would allow the entire amount of the deposit plus interest to be refunded at the end of the five years. The refund would be applied directly to the eligible customer's utility account during the month after the fifth year of uninterrupted service, effective immediately.

Council and staff discussed the quantity of customers affected, accumulated interest, and deposit amounts.

The committee recommends to Council to accept the utility deposit policy change.

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

2. Airport

a. Monthly Airport Report

Mr. Chris Bailey presented the monthly Airport Report. He discussed the prices and comparison of AvGas fuel within the region. The East Apron Rehabilitation and Expansion Project is complete, with the exception of lowering a manhole cover. The final inspection will be on February 14, and the project should finish approximately \$50,000 under budget. He explained they are currently working with the Georgia Department of Transportation for approval to use

the savings from the East Apron to help fund the West Apron Project, which may potentially incur an additional \$15,000. The annual inspection by GDOT is scheduled for February 13.

3. Public Works

a. Monthly Solid Waste Report

Mr. Danny Smith presented the monthly Solid Waste Report. He discussed the annual tipping fees, diversion rates, and tonnage. The Transfer Station projects are still pending. The work was unable to be completed due to the overflow inside the building, but that has been handled. The sprinkler system will be replaced for fire protection. The Friday schedule is being extended; the Transfer Station will stay open until 5:00 pm for the remainder of February. The hours will then be analyzed at that time.

Council and staff discussed glass recycling.

b. Monthly Streets & Transportation Report

Mr. Chris Croy presented the monthly Streets & Transportation Report. The sidewalk project on Bold Springs Avenue and curb replacement on Midland Avenue were recently finished. The sidewalk replacement on Williams Street started this week; the crews will go back to the Highland Avenue project when it is complete. He explained the leaf truck continues to run every day, with a large increase in volume this year. The crews are picking up between 20,000 and 24,000 pounds of leaves each day. They also continue to battle litter on the right-of-ways.

4. Utilities

a. Monthly Electric & Telecom Report

Mr. Brian Thompson presented the monthly Electric & Telecom Report. He stated the crews have installed the conduit, piping, and boxes for the lighting on Spring Street. They have also started planting the trees. Due to some redesign and other facilities being in the way, they will be jumping around doing sections at a time. The Stonecreek Subdivision conduit has been completed and the poles have been set. The primary cable will be pulled next week. He explained they are building a three-phase line on 2nd Street and Barrett Street in conjunction with the Walton Mill Apartments. Silver Queen is moving forward, and Windstream is working on a solution. WOW Express is installing an automated car wash, which will use three-phase voltage. Conduit is being placed in areas that may have concrete and asphalt for the light installation on North Broad Street. Mr. Thompson explained the lasers for the second CMTS have been delayed until March, but the first phase is complete and running at 60% capacity. He stated there are a limited number of fibers between Monroe and Loganville. They are working on a design to add a four-way microduct at the same time as the water line is being installed going to Loganville. He explained at some point this year they will be looking at doing an IPV6 conversion, which is basically an updated network translation device.

b. CallTower Resale Partner Agreement

Mr. Brian Thompson stated BroadRiver was purchased by CallTower, Inc. They supply the dial tone services to the City, and CallTower provides a more advanced set of services. He explained this agreement will allow the City to resale those advanced services to existing customers.

The committee recommends approval of the CallTower Resale Partner Agreement to Council.

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

c. Overhead & Underground Wiring Policy Amendment

Mr. Brian Thompson discussed the Overhead and Underground Wiring Policy. The amendment will simplify the policy for development. The existing policy was written to recoup costs and cover the ratepayers, but it causes delays in the development process. He explained the uncertainty of costs prior to the design and bidding being completed can add months to the process. The proposed policy simplifies the process, while recouping the cost and preventing existing ratepayers from subsidizing a project. He stated the Electric Cities of Georgia will reevaluate the development costs each year in December, and if any changes are needed, they will go into effect in January.

Council and staff discussed amounts, large developments, small developments, infill developments, other Cities, and Electric Companies.

The committee recommends approval of the Overhead and Underground Wiring Policy Amendment to Council.

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

d. Monthly Water, Sewer, Gas, & Stormwater Report

Mr. Rodney Middlebrooks presented the monthly Water, Sewer, Gas, & Stormwater Report. He stated they are currently installing the gas line to five lots on a private drive neighborhood on Dean Hill Road. The gas main replacement on Young Street was completed a couple of weeks ago. The Main Street Walton Mill Development and the Felkers have agreed to split the cost of the materials to upgrade the sewer line along 2nd Street. The Wayne Street and Highland Avenue water line will be done tomorrow, and will get started on the Radford Street water main extension. He explained the water treatment plant remodel is nearing completion. They started landscaping to match City Hall today.

5. Public Safety

a. Monthly Fire Report

Fire Chief Bill Owens presented the monthly Fire Report. He discussed the Fire Loss Save Report for 2018. There has been a 32% increase in call volume over the last five years, which is normal. He highlighted the SAFER Program and the FM Global Grant from 2018. He stated they have almost completed the Firefighter II Training Program. Chief Owens discussed the benefits and advantages of having the New Fire Training Facility.

b. Monthly Police Report

Council Member Larry Bradley discussed touring the 911 Center, their call volume, and statistics. He encouraged Council Members to visit the facility. He commended the dispatchers for their multitasking and doing an amazing job.

Police Chief R.V. Watts presented the monthly Police Report. He stated December had the lowest call volume of the year. The officers participated in nine community events. He discussed the Shop with a Hero Event. Chief Watts stated the event had the largest sponsorship ever. They sponsored 70 kids and spent approximately \$200 on each kid. He discussed receiving hand written thank you letters from some of the kids. He recognized having two new officers to graduate from the Policy Academy.

c. Approval – Out of State Training for Police

Police Chief R.V. Watts explained FBI-LEEDA will be holding the same Media and Public Relations Officers Training in Gwinnett County in June. Therefore, he withdrew the out-of-state training request.

Withdrawn.

d. Lease Program – Police Vehicles

Mr. Chris Bailey discussed the policy change concerning preapproved CIP budgeted items. He wanted to clarify the purchase agreement for the City to obtain leased vehicles going forward. The request is for the lease purchase of six new fully-outfitted 2019 Chevrolet Tahoes for the total amount of \$67,711.68. He explained this speeds up the process for acquiring new police vehicles and allows full management of the fleet. It also provides more purchasing power, due to Enterprise buying more vehicles each year. The capital outlay gets spread out over a period of 48 months, instead of being paid out-front for the purchase.

City Administrator Logan Propes stated the funding comes from SPLOST Funds, not the General Fund.

The committee recommends to Council approval of the Lease Purchase Agreement for \$67,711.68.

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

6. Planning & Code

a. Monthly Code Report

Mr. Patrick Kelley presented the monthly Code Report. He stated Silver Queen broke ground in December, and the Main Street Walton Mill Apartments have gotten started.

7. Economic Development

a. Monthly Economic Development Report

Ms. Sadie Krawczyk presented the monthly Economic Development Report. She explained the Annual Downtown Awards Celebration recognized JEC Development with the Golden Hammer Award for the renovation of the Monroe Mercantile Building. Carole Queen was recognized as Volunteer of the Year, Made in Monroe Business of the Year. The Young Gamechangers were welcomed to the community last week. She explained the Event Cards will be mailed out soon, and they are working on raising the sponsorship for the events. The Chocolate Walk is Thursday and the Car Show is coming in March. She stated the Visitors Center had 287 more visitors in 2018 than the previous year.

8. Parks**a. Monthly Parks Report**

Ms. Sadie Krawczyk stated part of the Crowdfunding Campaign was for equipment at Childers Park, and the slides have already been put into the hillside.

City Administrator Logan Propes explained that he and Darrell Stone will be meeting with Council Members to get started with a master plan for each of the City Parks within their districts.

III. ITEMS OF DISCUSSION

- 1. Rezone – 1600 East Church Street**
- 2. Appointments (3) – Tree Board**
- 3. Approval – Fireworks Agreement**
- 4. 2nd Reading – Historic Preservation Commission Membership Ordinance Amendment**
- 5. 1st Reading – Performance and Maintenance Bonds Ordinance Amendment**
- 6. Approval – NextSite Contract Funding Renewal**
- 7. Approval – 2019 Concert Series Contracts for DDA**

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

IV. ITEMS REQUIRING ACTION**1. Resolution – Electric Cities of Georgia (ECG) Participant Contract Amendment No. 3**

Mr. Brian Thompson explained the contract previously left unfunded engineering costs. Those costs were spread out for all of the service participants to cover. He explained this amendment changes that. The costs will be paid by the City that actually incurs the costs.

To approve the resolution as presented.

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

V. ADJOURN

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

MAYOR

CITY CLERK

The Mayor and Council met for their regular meeting.

Those Present:	John Howard	Mayor
	Wayne Adcock	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Larry Bradley	Council Member
	Norman Garrett	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
	Jesse Couch	City Attorney

Staff Present: Danny Smith, Jeremiah Still, R.V. Watts, Bill Owens, Beth Thompson, Rodney Middlebrooks, Darrell Stone, Patrick Kelley, Chris Bailey, Beverly Harrison, Sadie Krawczyk

Visitors: Andrew Kenneson, Les Russell, Chris Schmidt, Harold Patterson, Joy Wilson, Kerri Brooks, Stuart Smith, Daniel Ramey, Destiny Wright, Kevin Jones, George Baker III, Steven Giles, Joe Dixon, Timothy Carithers

I. CALL TO ORDER – JOHN HOWARD

1. Invocation

Pastor Danny Ramey, with Tabernacle Baptist Church, 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 Adcock.
Passed Unanimously*

Move Item I under Approval of Consent Agenda – Overhead & Underground Wiring Policy Amendment to Item 9 under New Business for further discussion. To approve the agenda as amended.

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

4. Approval of Consent Agenda

- a. January 8, 2019 Council Minutes
- b. January 15, 2019 Council Minutes
- c. January 17, 2019 Council Minutes
- d. January 29, 2019 Historic Preservation Commission Minutes
- e. Renewal – Health & Ancillary Insurance – Approval of the 9-month renewal with the laser option included with Meritain and the fee schedules and deductibles as presented. (Recommended for Council approval by Finance Committee February 5, 2019)
- f. Renewal – Property & Casualty Insurance – Approval of renewal. (Recommended for Council approval by Finance Committee February 5, 2019)
- g. Utility Deposit Update – To accept the policy change. (Recommended for Council approval by Finance Committee February 5, 2019)
- h. CallTower Resale Partner Agreement – Approval of the agreement. (Recommended for Council approval by Utilities Committee February 5, 2019)
- i. Overhead & Underground Wiring Policy Amendment – Approval of the policy change. (Recommended for Council approval by Utilities Committee February 5, 2019)
- j. Lease Program – Police Vehicles – Approval of the lease purchase agreement. (Recommended for Council approval by Public Safety Committee February 5, 2019)

To approve the consent agenda as amended, with the removal of Item I – Overhead & Underground Wiring Policy Amendment.

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

II. PUBLIC PRESENTATION**1. Relay For Life**

Ms. Kerri Brooks explained she is a teacher at Walnut Grove Elementary School, a performer with On-Stage Walton, a resident of downtown, and a three time tongue cancer survivor. She is the event leader this year for Walton County Relay For Life. She wants to make the event bigger and better this year. Her vision and goal is to give people a moment, with a community strong family involved event. There will be a tent at the Walton EMC Community BBQ on March 9, where they will be celebrating survivors. Wooden ribbons will be placed in the flower boxes throughout downtown during the month of April. She explained the ribbons are decorated by children at the Walton County Schools. The ribbons symbolize the excitement of moving toward the May 3rd Event held at George Walton Academy.

Mr. Timothy Carithers stated he works alongside Kerri. Relay For Life is a community event led by community members. His role from the American Cancer Society is to support them and help with the data. He explained that currently 79% of every dollar given to ACS goes to fund their mission, less than 5% goes to management and general expenses. The money is being put back into the community and shared with those who need it. Mr. Carithers discussed the Road to Recovery mission and how the program helps cancer patients.

No Action.

III. PUBLIC FORUM**1. Public Comments**

Mr. Harold Patterson, of 957 Masters Drive, discussed the celebrations for Memorial Day and July 4th. There are a lot of activities scheduled in Monroe, but nothing is scheduled for Memorial Day. He stated that fireworks are the only thing scheduled for the 4th of July. There used to be parades and political speeches. The City of Loganville has already cancelled their parade for July 4th. He stated it is disappointing that something more isn't done to recognize veterans and our departure from Great Britain.

Ms. Joy Wilson stated she appreciates the public platform to have the opportunity to open a legitimate effective line of communication with people who are leaders. She is the founder of Dagrip and the slogan is Get Won. She stated it is about breaking the spell of ignorance within our community through literature, volunteer charity work, and entertainment. Connect the Dots...Make the Connection means establish a formal yet effective line of legitimate communication that is beneficial. She discussed resource development, goal initiatives, stepping stones, stumbling blocks, and necessary change.

IV. OLD BUSINESS**1. Rezone – 1600 East Church Street**

Mr. Darrell Stone stated the applicant would like to address Council with some new information.

Mr. Stephen Giles, with KFB Enterprises, requested the rezone be tabled for 60 days. He explained LGI has backed out of the deal, and they are fielding interest with other builders at this time. The layout will remain exactly the same, but they need time to get the elevations in place prior to re-presenting the information to Council.

Council Member David Dickinson stated Council has been dealing with this situation for three months. The property is in his district, and he has concerns about how the project is developed. He had an extensive meeting with Mr. Giles to discuss various options. He explained their mutual conclusion was LGI not being the correct developer. LGI would not complete the project the way the City and citizens need it to be done. Mr. Dickinson explained he came to the meeting fully prepared to deny the rezone, but the project has merit if the right developer is found. He stated the project needs to be done right.

To table the rezone for 60 days, as requested by the applicant.

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

V. NEW BUSINESS**1. Appointments (3) – Tree Board**

To reappoint Elaine Oakes to a three (3) year term to expire March 1, 2022.

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

To reappoint Brian Thompson to a three (3) year term to expire March 1, 2022.

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

To appoint Darrell Stone to a three (3) year term to expire March 1, 2022.

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

2. Approval – Fireworks Agreement

City Administrator Logan Propes explained East Coast Pyrotechnics will provide the fireworks display for the 4th of July Celebration for the amount of \$15,000.00. The event will last approximately 20 minutes. They have done several successful events for the City.

To approve the Fireworks Agreement with East Coast Pyrotechnics for \$15,000.00.

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

3. 2nd Reading – Historic Preservation Commission Membership Ordinance Amendment

City Attorney Paul Rosenthal gave the second reading of the ordinance to amend Chapter 54, Article II – Historic Preservation Commission, Section 54-38 – Membership.

To approve the Historic Preservation Commission Membership Ordinance Amendment.

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

4. 1st Reading – Performance and Maintenance Bonds Ordinance Amendment

City Attorney Paul Rosenthal presented the first reading of the ordinance.

5. Approval – NextSite Contract Funding Renewal

Economic Development Specialist Sadie Krawczyk requested approval of the funding for year-two of the three-year contract with NextSite Consultants.

To approve the contract funding for retail marketing services with NextSite.

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

6. Approval – 2019 Concert Series Contracts for DDA

Economic Development Specialist Sadie Krawczyk explained there will be concerts in May, June, August, and September this year.

To approve the execution of the 2019 Concert Series Contracts.

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

7. Loganville Water Line Right of Way Acquisition Authorizations

City Administrator Logan Propes requested approval for a capped amount of \$20,000.00 for easement acquisitions. He explained they only have an estimated amount currently. They are not sure of the exact quantity of easements that will be required along the route, but he believes it will be well below the \$20,000.00 amount. He explained they have appraisals for the easements that will definitely be required, but the amounts have not been negotiated yet. There are a few that could go either way, a couple that may be required and a couple that may not be required. They won't know for sure until the final engineering design is complete. Mr. Propes stated this will give the PRIMACQ Group approval to start negotiating with the property owners along the way. He stated that most of the properties are in the Georgia Department of Transportation right-of-way, which saves the City money.

To approve the right-of-way acquisition funding on the Loganville Water Line Project, with the amount not-to-exceed \$20,000.00.

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

8. Alcovy River Sewer Line Right of Way Acquisition Authorizations

City Administrator Logan Propes explained this is the same as the previous situation, with less parcels. Though, some of these parcels are longer in length. He requested approval for a capped amount of \$15,000.00 for easement acquisitions.

To approve the right-of-way acquisition funding on the Alcovy Sewer Line Project, with the amount not-to-exceed \$15,000.00.

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

9. Overhead & Underground Wiring Policy Amendment

City Administrator Logan Propes explained per Council's request they took a look at the impact of this policy to the R1A Infill Overlay which staff has been working on for a while. He stated the amendments are not intended to disincentivize the goals and objectives of that planning. They have modified the R1A Infill for 10 Lots or Less Development Cost from \$2,500.00 per unit to either \$1,500.00 or the actual cost, whichever amount is less. Mr. Propes explained this is a reasonable cost without putting too much of a burden on potential developers or the City. He stated it is a non-looped feed which lowers the cost in that regard, so they amended the policy from the meeting last week.

Council Member Nathan Little stated it is his understanding that these smaller projects could be done in-house with in-house design. A professional engineer would not be required, which could make the projects more advantageous and lower the costs.

Mr. Propes stated the material costs would be lower for the non-looped feed and the smaller projects would not require an engineer, which would speed up the process.

Council and staff discussed material costs, property sizes, footprint areas, engineering costs, and feasibility.

To approve the Overhead & Underground Wiring Policy Amendment as presented.

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

VI. ADJOURN TO EXECUTIVE SESSION

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

VII. ADJOURN

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

MAYOR

CITY CLERK

The Mayor and Council met for an Executive Session.

Those Present:	John Howard	Mayor
	Wayne Adcock	Vice-Mayor
	Lee Malcom	Council Member
	Myoshia Crawford	Council Member
	Ross Bradley	Council Member
	Larry Bradley	Council Member
	Norman Garrett	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
	Jesse Couch	City Attorney

I. Call to Order – John Howard

1. Roll Call

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

II. Real Estate Issue (s)

1. Real Estate Matter

Real estate matters were discussed, including attorney-client discussions.

III. Adjourn to Regular Session

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

MAYOR

CITY CLERK

**MONROE PLANNING AND CODE COMMITTEE
MINUTES
February 20, 2019**

Those Present: Lee Malcom Chairman
David Dickinson Council Member
Larry Bradley Council Member
Myoshia Crawford Council Member

Staff: Patrick Kelley, Director of Code/Planning
Logan Propes, City Administrator
Darrell Stone, Director of Planning & Development
Debbie Kirk, City Clerk
Paul Rosenthal, Preston & Malcom Law Firm

Visitors: Les Russell, Georgia Baker III, Mayor John Howard, Sadie Krawczyk,

Chairperson Malcom called the meeting to order at 6:00 pm

City Administrator Logan Propes introduced the items of discussion.

The first item of business: Infill Overlay District Draft and Article 9.

Darrell Stone, Director of Planning and Development spoke to the proposed changes.
The changes were discussed.

L Bradley asked questions about the new CDO District addition of hwy 78 and the possibility of developing there.

There would be availability where the curb cuts exist and with DOT approvals

L Bradley – what is minimum standards price?

D Stone – roughly \$150 per sq ft to a price of \$195,000. 10 units per acre will bring more profit. This density will attract developers.

The time line for adoption of the amendment was determined based on the approval of the changes by this committee. The target dates are to complete the edits by the first of March and go to Planning & Zoning Commission with a public hearing on March 19, 2019 meeting. The first reading would be in the April 2nd Called Council Meeting and the second reading with a public hearing in the April 9th Council Meeting.

Design guidelines and sustainable materials were discussed in conjunction with HB 302.

Article IX: Building Design was discussed.

The Infill Overlay District requires a zoning action. It is not a zoning change.

The Code Department will be developing tools to give pictorial guidelines to developers.

There was no action taken.

Chairman Lee Malcom entertained a motion to adjourn. David Dickinson made motion to adjourn.
Myoshia Crawford seconded. Meeting adjourned at 7:00 pm.

**MONROE PLANNING COMMISSION
MINUTES
February 19, 2019**

Present: Mike Eckles, David Butler, Randy Camp, Rosalind Parks, Kyle Harrison

Absent: None

Staff: Debbie Adkinson – Code Dept Assistant
Patrick Kelley – Director of Code & Development
Darrell Stone – Director of Planning and Development
Logan Propes – City Administrator
Jesse Couch – City Attorney
Mayor John Howard, Les Russell – Director of HR,

Visitors: Rick Huszagh, Lee Rowell, Roger Rowell, Charlie Massey, Robert Massey

CALL TO ORDER –CHAIRMAN MIKE ECKLES at 5:30 pm

Chairman Eckles asked for any changes, corrections or additions to the December 18, 2018 minutes. Hearing none he entertained a motion. Camp made a motion to approve. Parks seconded. Motion carried. Minutes approved.

Code Officer Report: The Zoning Map will be heard tonight with some changes to update the City Limits, several projects going on in town, apartment complex on South Broad is started, several houses are being built, business is booming.

Public Hearing open 5:31 pm

The first item of business: is for petition # 19-00090 for a COA at Double Springs Church Road. The applicant is Robert Massey. He is requesting a COA to place a 48 unit assisted living home on 3.5+/- ac.

Chairman Eckles asked for a representative of the request.

Mr. Robert Massey the developer for the assisted living home spoke to the request. He stated he was there to basically answer any questions they may have.

Chairman Eckles asked if the site plan has all the requirements on it. Massey the setbacks and parking was placed on it by the engineer. Kelley commented on the site plan and stated that some of the requirements for the CDO were not included on the site plan. We recommend this be considered just for the building only since the site plan was not conforming. This would give them the opportunity to get that up to that section of the Zoning Ordinance and resubmit later for another COA for the site plan as well. Chairman Eckles with your permission we would like to continue on with the COA for the building and also continue for the height variance. The applicant would need to resubmit the site plan design to comply with the CDO.

Chairman Eckles asked if there were any questions concerning the building?

Harrison asked if the applicant/developer was experience in building these types of buildings

Massey stated he is building in Oconee and Barrow now.

Chairman Eckles asked what the time frame would be for resubmitting.

Kelley: It would be the third Tuesday of the month. The site plan would need to meet all criteria of the Corridor Design Overlay District. We will work with you to try to get this on the next month meeting.

Public Hearing closed 5:38

Chairman Eckles asked if there were any questions or comments. Being none he entertained a motion to approve for the building only.

Motion made by Harrison Seconded by Camp
Motion Carried. COA for building only granted!

Public Hearing opened at 5:39 pm

The seconded item of business: is for petition # 19-00089 for a Variance at Double Springs Church Road to increase the height of the building from 35' to 40'. The applicant is Robert Massey. The property consists of 3.5 +/- ac with 344.94 ft of road frontage on Double Springs Church Road. The Code Department recommends approval.

Chairman Eckles asked if there were any questions in reference to the building height.

Harrison asked if he understood correctly that the Code Dept recommends approval.

Kelley: yes

Chairman Eckles asked if anyone would like to speak for or against this recommendation.

Being none the Public Hearing was closed at 5:40

Chairman Eckles entertained a motion.

Motion to approve by Camp Seconded by Harrison
Motion Carried. Recommendation for Approval

Public Hearing opened at 5:41 pm

The third item of business: is for petition # 19-00093 for a rezone from M1-C/PCD to M1. The applicant Mountain Creek Enterprises, Inc. is requesting the rezone to M1 at 941 Monroe Jersey Road to allow for a truck shop. The property consists of 7.54 ac and has 304.64 ft of road frontage on Monroe Jersey Road. The recommendation of the Code Department is for approval.

Rick Huszagh with Mountain Creek Enterprises spoke to the request. The property was bought in 2006 and at that time it was in the county. It was later annexed into the City and zoned as M1-C/PCD. The PCD was not the right step to go with the needs of expansion in the business. A truck shop is needed and the request to rezone will allow for that. Neighbors are in agreement with the building of the truck shop.

Chairman Eckles asked if the M1 was appropriate.

Kelley: Yes

Chairman Eckles asked for any other questions.

Harrison: confirming the Baccus Pest Control was the business ok with the rezone.

Huszagh: Yes

Harrison: Do I see here some proposed cedars for landscape barrier?

Kelley: Yes

Harrison: also is there no problem in the M1 zoning for a metal building?

Kelley: No

Chairman Eckles asked if there were any questions and comments. There was none.

Public Hearing closed 5:45 pm

Chairman Eckles entertained a motion on the rezone.

Motion to approve by Harrison Seconded Camp
Motion Carried. Recommendation for approval

Public Hearing opened 5:46 pm

The fourth item of business: is for petition # 19-00094 for a variance of section 700.3 Table 13 at 941 Monroe Jersey Road. The applicant Mountain Creek Enterprises is requesting a variance to reduce the side setback from 50' to 25'. The property consists of 7.54 ac. It has approximately 304.64 ft of road frontage on Monroe Jersey Road. The Code Department recommends approval.

Rick Huszagh spoke to the variance request. The M1 zoning requires a building setback of 50' on the side and 100' front and 75' rear. Because the building will be close to the neighbors, Baccus Pest Control, they will need a setback of 25' in order to do a 50' X 80' building.

Kelley: There is no buffering required between industrial uses even though one is in the County and the other is in the City. They are willing to put in a buffer in that 25' setback.

Chairman Eckles asked for questions or comments. There were none.

Public hearing closed 5:48 pm

Chairman Eckles entertained a motion.

Motion to approve Butler Seconded Camp
Motion carried – Recommendation to approve.

Public hearing open 5:49 pm

The fifth item of business: is for the amendment of the Official Zoning Map.

Darrell Stone, Director of Planning & Development of the city of Monroe spoke to the amendment with an explanation of the changes that have been made since the last amendment. The changes included two annexations of properties on Good Hope Road and Vine Street along with a few rezones and basic clean up.

Chairman Eckles asked for any comments or questions. There were none

Public Hearing closed at 5:50 pm

Chairman Eckles entertained a motion.

Motion to accept Parks Seconded Harrison
Motion Carried - Recommendation for approval

Public Hearing opened 5:51 pm

The sixth item of business: is to amend the Zoning Ordinance Section 310.1 to update adoption date of the Official Zoning Map.

Jesse Couch of Preston & Malcom Law offices spoke to the amendment. This is to address the new map into the Zoning Ordinance. This is just a text amendment to show the new adoption date.

Chairman Eckles asked for any comments or questions. There were none.

Public Hearing closed at 5:52 pm

Chairman Eckles Entertained a motion.

Motion to accept Butler Seconded Parks
Motion carried – Recommendation for approval.

Old Business: none

New Business: Mayor John Howard spoke to the Commission with an appreciation for their sacrifices to serve the City.

Chairman Eckles entertained a motion to adjourn.

Motion to adjourn Harrison Seconded Butler
Motion Carried – Meeting adjourned at 5:54 pm

Historic Preservation Commission
Meeting Minutes
February 26, 2019

Present: Mitch Alligood
Marc Hammes
Susan Brown
Crista Carrell
Fay Brassie

Absent: None

Staff: Patrick Kelley, Director of Code & Development
Debbie Adkinson, Code Department Administrative Assistant

Visitors: Kolby Hansen, Kyle Harrison, Steve Gray, Cindy Gray, David Dickinson

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

Chairman Alligood entertained a motion for approval of the minutes from January 29, 2019. Hammes made a motion to approve. Carroll seconded. Motion Carried. Minutes approved.

The first item of business is an application for COA for petition # 19-00170 at 700 East Church Street. The applicant, Georgia Steven & Cindy Gray request a COA to build a new Victorian cottage style house on the property...

Steve & Cindy Gray spoke to the request. The new house will be Southern Living plan. The house will be extended to be 1626 sq ft with a rear garage. It will have Hardi plank siding and architectural shingle roof. There will be two fences, front will be white picket fence and the rear will be black vinyl clad which will not be seen from the street.

Brassie: how does this compare to the square footage next door to you

Gray: no idea

Kelley: It complies with the R1 zoning which is 1600 sq ft. which is acceptable.

Chairman Alligood asked for comments from the public.

David Dickinson spoke to some changes he would like to see to the plans. He is not in opposition of the house. He would like to see the actual plans of the house. This would show the roof pitch and garage opening direction. He was concerned with it being built on slab as opposed to crawl space. He requests that there be an exception to the rail height being 36". Historic heights are usually around 30" tall.

Kelley: this is a new house being built under code in place now. He will search for an exception of possible.

Gray: since this is being built on a slab there would be no need for rails. We can eliminate those.

Brassie: is there a way to have the drawings and make this contingent on the drawings being to spec.

Kelley: you could table for next meeting if they can get them by then. If a house is not over 5000 sq ft it is not required to have a design professional or be submitted for construction.

After more discussion Chairman Alligood entertained a motion.

Carroll made the motion to approve as submitted with the contingency that the elevation, windows and doors be approved administratively or through consensus. Hammes seconded. Motion passed unanimously. COA granted for design of the house.

The Second item of business is an application for a COA for petition # 19-00228 at 118 Bold Springs Avenue. The applicant Kolby Hansen requests a COA to replace all windows.

Kolby Hansen spoke to the request. He would like to replace all windows because they are not fully sealed and are beginning to mold on the inside. He brought a sample of one of the windows he wanted to use. There are two sash replacements, one is a wood and one is a vinyl. Both would require the siding and the frame to be replaced as well. The box of the sample he presented would fit into the existing frame and will add the half inch of frame to it and the grid styles will match exactly what the existing styles.

Brassie: which windows are you replacing?

Hansen: all of them

Brassie: All of them will be the same?

Hansen: yes the grid pattern will match the existing

After more discussion of the grid pattern that should be used as opposed to what is there now, Chairman asked for comments from the public.

Kyle Harrison shared that the house was once a store before it was moved to this location.

Chairman Alligood entertained a motion. Hammes motioned to approve the windows with the model window with the 4 over 2 grid style with muntins on the outside. Susan seconded. Motion passed unanimously. COA granted.

Old Business: Crista brought to the table an email from Jim Laird concerning the lighting on the building at 100 S Broad Street. He feels the lighting is too bright. What is the plan for the lights?

Kelley: The lights are temporary. They will have permanent lights that will when the façade and renovation is complete.

Chairman Alligood asked about the lights on Jackson Street.

Kelley: the smaller lights are on sight at the project and they will be running gas lines to the lights before changing them out. They will be changed out before the project receives a CO.

New Business: Kyle Harrison asked about changing out two windows that are leaking and sashes are fogged up. They are clear 24" x 18" windows. Should he go back with clear or grid?

The commission suggested he go back with what is there now.

Chairman Alligood entertained a motion to adjourn. Brown moved to adjourn. Hammes seconded. Meeting Adjourned at 6:37 pm

Downtown Development Authority

City of Monroe

Minutes of the meeting held Thursday, January 10th at 8:00 am

At City Hall

215 N. Broad Street, Monroe, GA 30655

Members Present:

Lisa Anderson, Chairman
Charles Sanders
Wesley Sisk
Whit Holder
Meredith Malcom
Andrea Gray

City Staff:

Sadie Krawczyk
Leigh Ann Walker
Logan Propes
Darrell Stone
Les Russell

County Staff:

Patrice Broughton

Excused absences: Mike Gray, Secretary, Ross Bradley

Guests: Roger Murray, Tommy Rashford, Andrew Tritt

The meeting was called to order at 8:06 by Chairman Lisa Anderson
A quorum of members was declared.

The minutes of the December meeting were approved after a motion was made by Whit Holder and a second by Andrea Gray.

The November Financial Reports were approved after a motion by Meredith Malcom and a second by Charles Sanders.

Public Forum

No comments.

City Update

Town Green has a few spots to be cleaned up per EPD, closed on sale of cotton gin building to local investors at the end of 2018; city had a positive GDOT meeting earlier in the week regarding HWY 78/HWY 11 exit and bridge reconstruction in conjunction with completion of the bypass; City Council will hold a planning retreat on January 11, 2019 with staff to discuss long-term growth and policies.

Community Work Plan Review & Reports

Goal #1 - Parking - Whit Holder reported that the prototype was created by A1 Signs at no cost to DDA; we reviewed the fabricated sign and approved unanimously to move forward with the sign construction not to exceed \$8,515.00 after a motion from Whit Holder and a second from Andrea Gray.

Goal #2 - Infill Development - Beginning to see construction on Silver Queen, Mainstreet Walton Mill, The Roe, John's Supermarket expansion, and South on Broad.

Goal #3 – New Entertainment Draws – Board reviewed proposed 2019 events, a number of new events and enhancements to existing events are planned (see attached).

Programs

Events – Chocolate Walk coming up on 2/7 with carriage rides and city fire pit with smores; Car Show 3/16, planning to close Broad Street this year. Event postcards will be ready by our next DDA meeting.

Downtown Design – wayfinding signage will be updated to new color scheme and sign content (see attached); aim is to have these completed by March 16th.

Farmers Market – we have hired Nakasha Shoyinka as the farmers market marketing director; the farmers market is now self-sustaining through market revenue and Farm-to-Table event proceeds; the new position will be funded through these sources in 2019 and moving forward.

Funding

Sponsorship – \$15,000+ has already come in for 2019 sponsorship; the board requested the list be emailed, so they can pursue additional sponsors

Façade Grant – 110 S. Broad Street, approved grant in the amount of \$1500.00 after a motion from Whit Holder and a second from Charles Sanders. 114 S. Broad Street, approved grant in the amount of \$1500.00 after a motion from Meredith Malcom and a second from Andrea Gray. 137 S. Broad Street, approved grant in the amount of \$1500.00 after a motion from Charles Sanders and a second from Whit Holder. 139 S. Broad Street, approved grant in the amount of \$1500.00 after a motion from Meredith Malcom and a second from Charles Sanders.

Community Event Grant – none.

New Business

We welcomed Patrice Broughton to our monthly meetings on behalf of Walton County. She will serve as a liaison between the county and DDA on downtown matters. The board suggested we add a “county update” item to our agenda moving forward.

Announcements

The next meeting will be February 14, 2019 at City Hall.

The meeting was adjourned after a motion was made by Whit Holder and seconded by Andrea Gray.

Monroe Convention and Visitors Bureau Authority

Minutes of the meeting held Thursday, January 10, 2019 at 9:00 am

City Hall

215 N. Broad Street, Monroe GA 30655

Members Present:

Lisa Anderson, Chairman
Charles Sanders
Wesley Sisk
Whit Holder
Meredith Malcom
Andrea Gray

City Staff:

Sadie Krawczyk
Leigh Ann Walker
Logan Propes
Darrell Stone
Les Russell

Excused absences: Ross Bradley, Mike Gray

Guests: Roger Murray, Tommy Rashford

The meeting was called to order at 8:42 am by Chairman Lisa Reynolds.

The minutes of the December meeting we approved after a motion from Wesley Sisk and a second by Meredith Malcom.

The November Financials were approved after a motion from Charles Sanders and a second by Meredith Malcom.

Chairman's Report:

December was fabulous in downtown according to Lisa Anderson.

Executive Directors Report:

Council complimented the commercial efforts to promote Monroe. Young Gamechangers coming to Monroe on 1/31-2/1.

Old Business:

TV commercial has been airing during playoffs games for NCAA football; looking to create a new commercial in spring of 2019; Major Humphrey's TLC funding campaign was successful.

New Business:

Aiming to make April 13-14 an antiques weekend; planning to have all collateral updated and ads out prior to this date.

Announcements:

The next meeting will be February 14, 2019 at City Hall.

The meeting was adjourned after a motion from Charles Sanders and a second from Wesley Sisk.



To: Finance Committee, City Council
From: Chris Bailey, Director of Central Services
Beth Thompson, Director of Finance
Department: Finance
Date: 02/20/2019
Subject: Customer Service / Drive Thru Renovation

Budget Account/Project Name: Capital Improvement Program (CIP)

Funding Source: Capital Improvement Program (CIP)

Budget Allocation: \$225,000.00

Budget Available: \$225,000.00

Requested Expense: \$41,352.84

Company of Purchase: Diebold Nixdorf

Description:

This request is for the equipment & installation of the new drive thru tubing system from Diebold Nixdorf for a total cost of \$41,352.84. This will include three (3) customer units along with three (3) teller units, transaction drawer for the building, audio switcher and upgrades, two-way video monitors for each of the three (3) customer units, and the installation for all to include the repair of any damages during installation to ceiling or walls.

Background:

The City of Monroe is working diligently to perform the complete renovation of the customer service areas and to upgrade systems and equipment to full functionality. Diebold Nixdorf currently maintains the service contract for the existing, inherited system and is widely used for all teller type tubing functions. Other vendors were consulted and were not able to satisfy the needs and the timely installation for the City of Monroe.

Attachment(s):

System & Installation Proposal – 4 pages



February 20, 2019

The City of Monroe – Utilities Department
215 North Broad Street
Monroe, GA 30655

Subject: 3 Lanes of VAT21GX/816 Audio/Transaction Drawer and Two-way Video

It is Diebold Nixdorf's pleasure to present **The City of Monroe – Utility Department** with the following proposal. I trust that you will find this to be complete, accurate, and competitively priced. Once again, we thank you for the opportunity to earn your valued business.

Diebold Nixdorf will work closely with your personnel to ensure a smooth experience. I personally look forward to partnering with you on this project. Please feel free to contact me with any questions or concerns.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kevin Sears'.

Kevin Sears
Client Account Executive
Kevin.Sears@DieboldNixdorf.Com
330-605-3213

Presented To: The City of Monroe – Utility Department

VAT 21GX Overhead System (3 Lanes)

- (3) Suspended Teller Unit
- (3) Customer Unit
- (3) VAT 21 4.5" End Opening Carriers
- VAT 21 Lane ID Kit
- (3) VAT 21GX Blower and Controls
- Appropriate PVC Tubing for 3 lanes VAT21GX

Two-way Video

- (3) VAT CCTV VAT 21GX/23GX Mounting Bracket 2-Way Cust Video -15 Inch GX
- (3) VAT CCTV 2-WAY CUST VIDEO UNIT - 15 INCH DISPLAY & CAMERA FOR GX
- (1) VAT CCTV 15 Inch Display and camera Operator Video Unit
- VAT CCTV Video Switcher, 4x4
- (3) VAT Accessory -1/2 Inch Conduit –Grey

816 Audio

- (2) 816 Audio Control Modules
 - Works for 3 customer positions and 2 tellers
- 816 Audio Switcher
- 816 Audio Switcher cover

Transaction Drawer

- Electric Counterette Deal Drawer



Site work

- Remove and dispose of existing drive-up drawer
- Modify wall opening, provide and install insulation, interior & exterior trim panels for new Counterette
- Modify existing counter top to new drawer (including finishing of cut edges)
- Remove and Reinstall under counter for Vat or Drive up drawer replacement
- Remove and dispose of existing 4"/4.5" three lane tubing kit, including blowers (6- 10', 6- Air 90)
- Remove and dispose of existing Teller and Customer unit (VAT 21, VAT 23 VAT 30, VAT 40, EZ Air
- Repair wall where old Mosler teller units installed."
- Remove and properly dispose of existing audio system
- Removal of existing cabling (per lane) VAT 21/23, VAT 40, VAT 30, EZ Air
- Trim interior ceiling for new / modified penetration of tubing (ceiling tile replacement of minor patching of drywall)
- Trim exterior canopy for new / modified penetration of tubing (ceiling tile replacement of minor patching of such)
- Install one 20 amp electrical circuit up to 51'-100' run (includes breakers, MC cable or Rigid) to meet local requirements meet equipment specifications
- Disconnect electrical from existing ATM, VAT, AHD, surround, kiosk, topper, including removal of circuit breaker or proper termination

Investment Summary

Price

<input type="checkbox"/> VAT 21GX Overhead System (3 Lanes) (all site work above added on this line)	\$24,973.80
<input type="checkbox"/> 816 Audio	\$1,898.96
<input type="checkbox"/> Electric Counterette Deal Drawer	\$3,236.40
<input type="checkbox"/> Two-way Video (3 customer lanes and 1 operator)	\$11,243.68
<input type="checkbox"/> <u>Total Investment</u>	<u>\$41,352.84</u>

DOES NOT INCLUDE SALES TAX. Price could change depending on configuration.

Presented To: The City of Monroe – Utility Department

Installation Conditions

The following items define a *standard installation*:

- Product Application. Application of all products must be standard as documented on product specification sheets (PAS cut sheets)
- Standard Allowances. Pricing sheet for products is to include a standard allowance, covering labor costs to install product by Diebold or Diebold designated/approved subcontractor.
- Standard Installation Conditions.
 - Free, clear and easy access.
 - All equipment must fit through an existing passageway.
 - Street-level installation only.
 - All work is to be done during normal hours, 8:00 a.m. to 5:00 p.m., Monday – Friday.
 - Installation site is within 100 mile radius or two-hour drive from a Diebold branch.
 - One delivery trip for each product line.
 - Non-union labor.
- Modular Vault/Vault Door. The Purchaser is responsible for providing free and clear access to the site for delivery and erection of the Modular Vault/Vault Door. Free and clear access is defined as:
 - stable roadway to a parking area directly adjacent to the building slab
 - free from standing water, unstable soils, sand, etc., and
 - clear of any building walls, ceilings, trusses, joists, etc. that may impede the erection of the Modular Vault and/or Vault Door, thereby requiring additional equipment.
- Alarm and Video. All standard alarm and video installations require drawings from customer/sales that detail device and product locations.
- Not included in standard installations:
 - Permits, licenses, certificates or inspection fees.
 - Multiple sites or multiple states. A quote must be provided for these installations. Pricing must be agreed upon with input from all Regions (areas) having installation activity.
 - Troubleshooting problems that are unrelated to equipment being installed.
 - Telecommunications/network problems.
 - Repairs or damage due to Acts of Nature or outside influences (vandalism, outside power, communications, etc.).
 - Job-site security, such as guards.
 - Extended delays/return trips due to outside causes (improper contractor scheduling, changes in scope of work).
 - Local purchase items.
 - Wire, wire pulling, conduit installation, lane modifications, wall openings or any other construction-related modifications required.

Presented To: The City of Monroe – Utility Department

- All site preparation to be provided by the customer, meeting the requirements stated on Diebold product specification sheets.
- High-voltage connection or terminations.
- Mounting of product back-boxes or templates.
- Disconnect, reconnect, modify or move existing equipment -ATMs, alarms, video, safes, safe deposit boxes, and safe deposit box numbering.
- Phone communications equipment or computer terminals.
- Grouting of Vault door.
- Grouting of after-hour-deposit head and chest.
- Training in excess of normal product instruction.
- Project management is not required for standard installations when minimal coordination is required between Diebold and other suppliers and/or trades other than the customer contact.
 - As a guideline, jobsite meetings are not to exceed three visits for an order for one product set. For multiple product set installations, the number of visits may increase to more than three. (Examples of visits include pre-installation with customer/contractor, site-readiness check, post-installation/customer sign-off.)

The following items define a ***non-standard installation***:

Request for Visit. All installations that are considered non-standard will require a site visit or plan review by Installation/Service to determine project requirements. Request should be submitted on Diebold's Site Visit Request/Project Review/Quote, and approved by an authorized Diebold associate and the customer.

The potential costs and problems of non-standard installations can be identified with a site visit. This provides complete information to the customer during pre-sale, so that proposals represent total costs and project scope. Also, for installation requests that are outside of Diebold specifications, a site visit will help Diebold assess the risks.

All non-standard jobs must have a completed Scope of Work form, signed by the Customer Service Manager or Job Site Coordinator.



To: Airport Committee, City Council
From: Chris Bailey, Director of Central Services
Department: Airport
Date: 02/28/2019
Subject: Roof Repair & Gutter Replacement – Flight Train Monroe Hangar

Budget Account/Project Name: Airport – Building Repair/Maintenance (Outside)

Funding Source: Airport

Budget Allocation: \$0.00

Budget Available: \$0.00

Requested Expense: \$16,920.00

Company of Purchase: Garland/DBS

Description:

This request is for the repair of the roof and gutter replacement at the Flight Train Monroe hangar by Garland/DBS for \$16,920.00 at the Monroe-Walton County Airport. This is a standard request based on national contract and policy guidelines. Garland/DBS has performed multiple projects for the City of Monroe in past few years.

Background:

The City of Monroe is responsible for all building repair on buildings leased by businesses at the Monroe-Walton County Airport.

Attachment(s):

Repair Proposal – 3 pages



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

City of Monroe
Airport Repair
500 Richard Parsons Dr
Monroe, GA 30655

Date Submitted: 02/28/2019

Proposal #: 25-GA-190264

MICPA # 14-5903

Georgia General Contractor License #: GCCO003281

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Cobb County, GA and U.S. Communities. This budget/estimate should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered a competitive bid process for the project with the hopes of providing a lower market adjusted price whenever possible.

Scope of Work:

1. Gutters
 - Remove the 130' If of existing gutters
 - Install new 6" box gutters on both sides of the building with new hangers 3' OC
 - Seal any holes on the edge left from the old hangers using Uni-Bond and CPR
 - Seal new hangers with Greenlock XL between the roof and hangers
 - Install new 4x5 downspouts on both sides of the building spaced no further than 25' apart.
2. Curbs, Metal Joints, and Vertical Joints
 - Clean the joints to be repaired totaling 140' If
 - Install Uni-Bond Tape on all joints
 - Install two coats of CPR Top Coat over all Uni-Bond tape at 2 gal per sq per coat
3. Downspout
 - Re-install existing downspouts that have fallen off
4. Miscellaneous Repair

Make misc metal roof repairs to approx 15 holes/cracks found during inspection using Uni-Bond Tape and CPR

Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
	Labor and Materials - Veteran Builders	\$ 14,842.00	1		\$ 14,842
	Sub Total Prior to Multipliers				\$ 14,842
23.171	Additional repair options: Option 1 - Estimating repairs can be done on a labor and material cost plus basis	14%		%	\$ 2,078
	Sub-Totals After Multipliers				\$ 16,920

Base Bid Total Maximum Price of Line Items under the MICPA: \$ 16,920

Scope of Work: Alternate

1 Skylights

- Pressure wash the skylights to remove dirt and debris
- Coat the skylights with 3 coats of Clear Skylight Sealer

Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
	Labor and Materials - Veteran Builders	\$ 4,648.00	1		\$ 4,648
	Sub Total Prior to Multipliers				\$ 4,648
23.171	Additional repair options: Option 1 - Estimating repairs can be done on a labor and material cost plus basis	14%		%	\$ 651
	Sub-Totals After Multipliers				\$ 5,299

Base Bid Total Maximum Price of Line Items under the MICPA: \$ 5,299

Garland/DBS Price Based Upon Local Market Competition:

Veteran Builders	\$ 16,920
Innovative Roofing	\$ 27,259
Sentry Roofing	Declined to Bid

Garland/DBS Price Based Upon Local Market Competition: Alternate

Veteran Builders	\$ 5,299
Innovative Roofing	\$ 11,309
Sentry Roofing	Declined to Bid

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers. Proposal pricing valid for 60 days.

Clarifications/Exclusions:

1. Sales and use taxes are excluded. Please issue a Tax Exempt Certificate.
2. Permits are excluded.
3. Bonds are included.
4. Plumbing, Mechanical, Electrical work is excluded.
5. Masonry work is excluded.
6. Temporary protection is excluded.
7. Prevailing Wages are excluded.
8. Any work not exclusively described in the above proposal scope of work is excluded.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Mike Stewart

Mike Stewart
Garland/DBS, Inc.
818-272-1233



To: City Council
From: Danny P. Smith, Director of Solid Waste
Department: Solid Waste - Disposal
Date: 1-28-19
Subject: Approval - Tires for John Deere Loader

Budget Account/Project Name: 540-4530-531118

Funding Source: 2019 Budget – Solid Waste Disposal Tires

Budget Allocation: \$35,000.00

Budget Available: \$35,000.00

Requested Expense: \$30,317.00 **Company of Purchase:** Setco

Description:

A request is being made to purchase Solid Tires for the John Deer Loader at the Monroe Transfer Station.

Solid Waste staff recommends to approve the request of \$30,317.00 including freight for 4 solid tires for the John Deere Loader at the Transfer Station. The vender is a Sole Source provider.

Background:

It is the practice of the City of Monroe to continually provide for the upkeep and preservation of all vehicles and equipment.

Attachment(s):

Quote Documentation

1.Requisition

2.Quote

3. Pictures

REQUEST BY: Danny P Smith PO# PROJECT#

DEPARTMENT: Solid Waste - Disposal **VENDOR:** Setco

EXPENSE ACCOUNT: 540-4530-531118

REQUEST DATE: Tuesday, January 22, 2019 ORDER DATE:

TOTAL	\$30,317.000
-------	--------------

APPROVAL DATE: 1-22-19 APPROVED BY: 



Sales-Quote
01/22/19
SQ-7849

Customer No: 1650-1
CITY OF MONROE
TRANSFER STATION
MONROE, GA 30655

Attention: PATRICK PETERS PPETERS@MONROEGA.GOV

Thank you for the opportunity to send you information on the Setco Solid Tire – Expanded Rim Assemblies.

Setco “Junk Yard Dog” assemblies are proudly manufactured in Idabel Oklahoma, USA using the highest quality rubber compounds available. Our compounds are blended in our state of the art rubber mixing plant, producing tires unique to the most demanding applications, delivering maximum performance and longevity. The rubber is then bonded, using our proprietary, interlock system, to a heavy-duty rim, five times stronger than an OEM style rim. Several traction tread options are available on all our solid tires.

We are pleased to submit the following pricing for your review:

	Quantity	Unit Price	Total
23.5 X 63 EXPEDITER	4	7,395.00	29,580.00
FREIGHT TO 30655 SEFL	1	737.00	737.00

Prices are good for 30 days. Payable in USD. Quote does not include any customs, broker, duty or applicable taxes.

Freight Quote: Options are based on delivery requirements; Common Carrier is used for expedited delivery. SETCO Truck is available for non-expedited delivery and will deliver when a full truck load is dispatched to your area.

Since 1988, Setco has established a reputation as the leading manufacturer of solid tires in the industry. We welcome the opportunity of working with your company by providing a quality line of products. Please call 1-800-634-2381 or visit www.setcosolidtire.com if you have any questions or require further details. Thank you for your consideration and we look forward to hearing from you soon.

Sincerely,
CHRIS BROGDON,kd
Regional Sales Manager



•SETCO is a Woman Owned Business entity and a SBA Certified Hub Zone Firm•

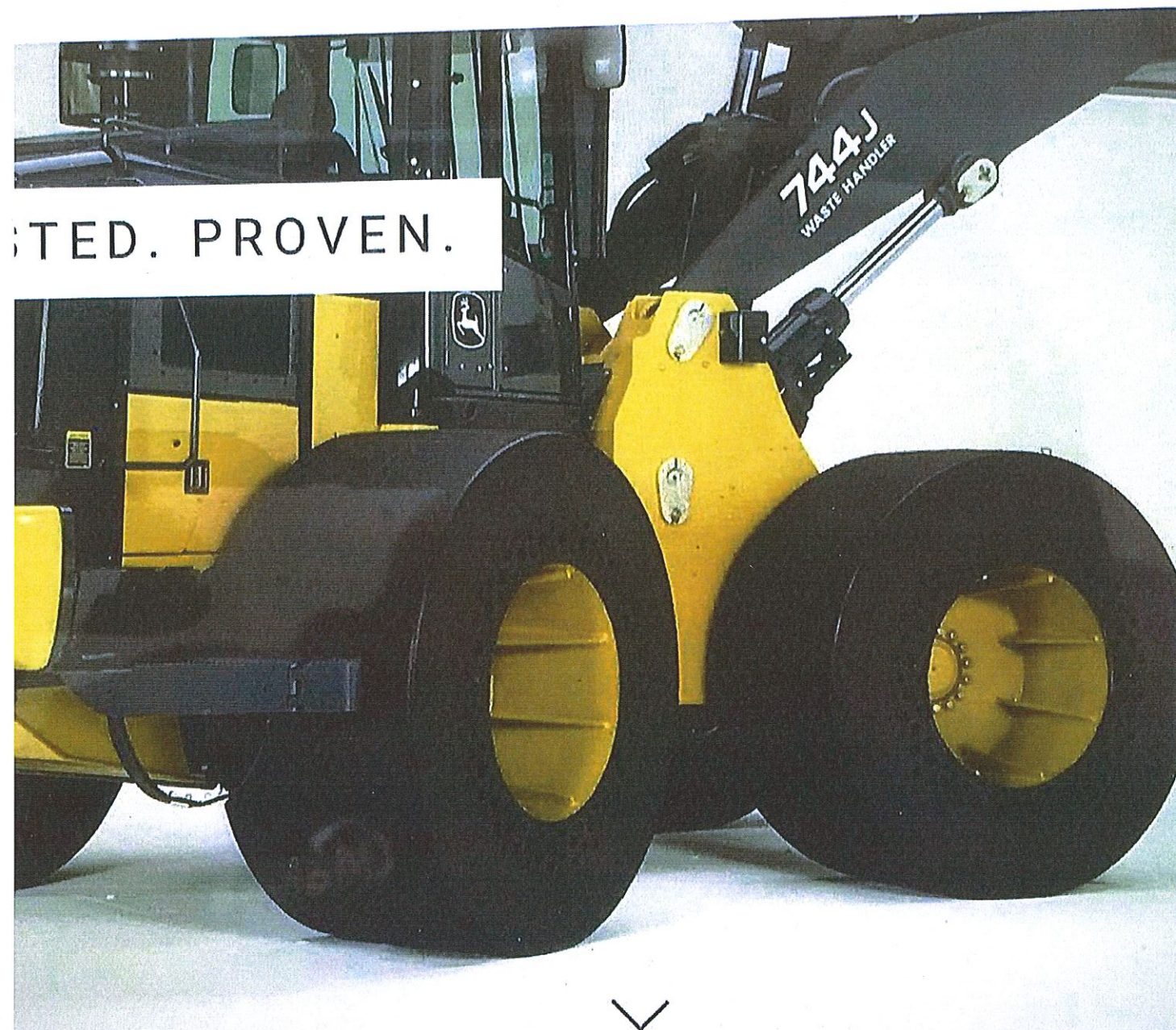
Finance Charge of 1% per month will be added to all Past Due Balances





, PROVEN.

TESTED. PROVEN.





To: City Council, Committee, City Administrator
From: Danielle M. Dills, Administrative Assistant
Department: Solid Waste
Date: 2/25/19
Description: Great American Cleanup Week, April 22 - 26, 2019

Budget Account/Project Name: N/A

Funding Source: N/A

Budget Allocation: N/A

Budget Available: N/A

Requested Expense: N/A **Company of Purchase:** N/A

Recommendation:

Approval is being sought to participate in the "Great American Cleanup".

Staff recommends the APPROVAL of participating in the Great American Cleanup effort, which will allow city residents to bring garbage, trash, scrap metal, etc. to the transfer station and dump for free this week.

Background:

The City of Monroe transfer station has been offering this event since 2002, it is a great way to aid citizens in spring cleaning and a way to help keep our city clean.

Attachment(s):

Request – 1 page

Quotation – 1 page

FREE**FREE**

Residents of the City of Monroe (city limit's only), the week of April 22-26, 2019 the City of Monroe will be participating in the "Great American Cleanup". During this week, any resident (no business' please) wishing to bring garbage, trash, scrap metal, and tires (limit ten) to the City of Monroe Transfer Station will be able to do so without charge. For information and hours of operation, contact the Monroe Transfer Station at 770-266-5148.





To: City Council
From: Brian Thompson
Department: Telecom
Date: 03/05/2019
Subject: Purchase - Microduct

Budget Account/Project Name: Fiber Loop

Funding Source: CIP

Budget Allocation: \$150,000.00

Budget Available: \$150,000.00

Requested Expense: \$38,250.00

Company of Purchase: Walker & Associates

Description:

7-way 12/10 micro duct for fiber transport

Background:

The Water Department is placing a new waterline to Loganville which will end near our main fiber hub in the area. Our fiber counts are down to near zero along this route and the added capacity (ducts) can be leased to other providers as ROW space along Hwy 78 is limited. The cost to place this line is \$8-10 per foot is the Telecom department was having to dig the ditch. Utilizing the Water Departments project will save over \$300,00.00

Attachment(s): 3

Walker Bid

GCG Bid

Gressco Bid



Walker Quote# WB-0000856915

47

Quote Date: 2019-02-20

Quote Name: MicroDuct

Contact Information

Requested By: Brian Thompson	Phone: 770-266-5345	Fax:	Company: CITY OF MONROE
Submitted By: Lee Ann Gilley	Phone: 800-807-2224	Fax: 336-731-1576	Email: leeann.gilley@WalkerFirst.com

Comment: Pricing is firm for acceptance by 03/06/19 with delivery prior to 03/22/19

	<u>Part Number</u>	<u>Alias</u>	<u>UOM</u>	<u>Contract ID</u>	<u>Available</u>	<u>Qty</u>	<u>Unit Price</u>	<u>Ext Total</u>
1.	* BDM1210-4RI		EA		2-3 WEEKS	45000	0.64	28,800.00
	Item Description: 12/10 mm orange ribbed inside in a 4 way oversheath							
	Comment: configuration on 9 x 5,000ft reels - shipped to Monroe, GA							
2.	* BDM1210-7RI		EA		2-3 WEEKS	45000	0.85	38,250.00
	Item Description: 12/10 mm orange ribbed inside in a 7 way oversheath							
	Comment: Configuration on 9 x 5,000ft reels - shipped to Monroe, GA							

Quote Total: 67,050.00

Thank you for allowing Walker and Associates to serve you!

Standard Terms & Conditions apply which are available upon request and at www.walkerfirst.com.

These include:

- ALL Parts marked with an asterisk (*) are NON CANCELABLE and NON RETURNABLE..
 - Minimum order size \$250.00.
 - Should Walker and Assoc Inc choose to accept an order under the minimum order size of \$250.00, a \$20.00 minimum order fee will be applied to the order.
 - Credit card orders are subject to a 3% processing fee.
 - If Fiber Reel Lengths are specified other than current inventoried lengths, which require Walker to cut to length, a \$125 Cut Fee will be applied per cut.
 - Subject to credit approval, payment terms are net 30 days.
 - Appropriate state sales tax will be added unless Walker is provided a Sales Tax Certificate prior to shipment.
 - Shipping Charge is "FOB Shipping Point".
 - This quote is valid for 30 days, excluding Refurb which is subject to availability.
 - All shipments in the state of WA will be billed a Business Occupation fee.
 - Items are subject to Vendor expedite fees.
 - Availability of products provided by Seller, verbal or written, are approximate and subject to change. Information is based on current inventory and estimations of time periods required to obtain ordered goods from the manufacturer.
-
- **Special Note: Please be aware that due to potential increases in import taxes associated with impacted products that are manufactured outside of the United States; all Customer orders processed with a ship date after the effective date of any such imposed tax increase may be subject to an additional tax charge.**

© Walker and Associates, Inc - A Certified WBE Corporation



SALES QUOTE: 117688

49

REVISION: A
CREATED: 01/17/19

5940 Cabot Parkway * Alpharetta, GA 30005 * (678) 297-1080 * (678) 297-1870 FAX

PROJECT	PO NUMBER	EXPIRATION DATE	RESPONSIBILITY
		03/18/2019	KATEJOHNSON
CUSTOMER	CONTACT NAME	CONTACT PHONE	CONTACT EMAIL
CITY OF MONROE			

FREIGHT ALLOWED

Line	PO Line	ITEM NUMBER DESCRIPTION / NOTES	SHIP FROM	VENDOR	QTY. QUOTED	UNIT PRICE	EXTENSION
1		BDM1210-4 Four way microduct package with 12/10 subducts in oversheath, ribbed inside, on 5,000 / ft reels. PRICING VALID UNTIL JAN 31; 2-3 WEEK LEAD	GEO	BLUE DIAMOND INDUSTRIES LLC	60,000.00 FT	0.74000	44,400.00000
2		BDM1210-7 Seven way microduct package with 12/10 subducts in oversheath, ribbed inside, on 5,000 / ft reels. PRICING VALID UNTIL JAN 31; 2-3 WEEK LEAD	GEO	BLUE DIAMOND INDUSTRIES LLC	60,000.00 FT	1.02000	61,200.00000

TERMS:

- Stock Subject to Prior Sale
- Order Acceptance is Subject to Credit Approval
- This Quotation is Valid for the Bill of Material Listed. Revisions Are Subject to Changes in Price and Lead Time
- Freight Terms: FOB Shipping Point
- Genuine Cable Group Terms & Conditions Apply to All Sales
- \$50.00 Minimum Per Order
- All items made to order are subject to + or - 10%

Quote Number	TOTAL QUOTE VALUE
117688	105,600.00 USD



Quotation

1135 Rumble Road
Forsyth, GA 31029
478-315-0810 Fax 800-299-3241

DATE January 15, 2019
Quotation # 011519-01

Quote To: City of Monroe
Brian Thompson

Quote valid till: February 14, 2019
Prepared by: Pam Cook

Comments or special instructions:

[illegible]

If you have any questions concerning this quotation, Please call Traci Wietrick 404-510-1107

(Describe any conditions pertaining to these prices and any additional terms of the agreement. You may want to include contingencies that will affect the quotation.)

THANK YOU FOR YOUR BUSINESS!



To: City Council
From: Brian Thompson
Department: Telecom
Date: 03/05/20019
Subject: Approval - Additional Fiber Packages

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:

Additional Fiber based Internet packages to meet the needs of our customers.

Background:

Staff has been working with customers and comparing other providers optical packages and have submitted the attached list. These packages are only available on our Adtran or Ubiquiti fiber platforms and customers transistioning will have a one time chance to keep their CATV based speeds delivered over fiber if desired.

Attachment(s): 1

Packages

Fiber Packages

50/50	\$109.99
100/100	\$139.99
250/250	\$159.99
500/500	\$199.99*
1G/1G	\$299.99*

Only available on the City of Monroe's FTTX products

*Existing Package



To: Mayor, Utility Committee, & City Council
From: Rodney Middlebrooks
Department: Natural Gas
Date: 02/26/2019
Subject: Bankers Grove Regulator Station Removal

Budget Account/Project Name: 520-4700-522203

Funding Source: R & M - Outside

Budget Allocation: \$85,000.00

Budget Available: \$38,055.55

Requested Expense: \$22,320.00

Company of Purchase: Harrison & Harrison

Description:

This job consist of installing 880' of 2" plastic gas line along Banker's Grove Blvd from Michael Etchison to West Spring St.

Background:

During a recent PSC inspection, it was determine no valve exist to control the regulator station at the corner of Banker's Blvd & Spring Street. A valve is necessary to control the regulator station in the event of an emergency. During the inspection it was determined that the regulator station could be removed and gas fed from Michael Etchinson Rd. By removing the station, we'll move an eye sore along the corner and also eliminate the drainage issues caused by the station being in the path of the ditch along side of road.

Attachment(s):

3 bids attached
Harrison & Harrison
Southern Pipeline
D. Lance Souther Inc.


Harrison & Harrison, Inc.

P O Box 5635
 Athens, GA. 30604
 (706)549-2555
 (706)549-1504

City of Monroe, Georgia
 Attention: Bryan Pittman

QUOTE

Quote Date: 1/2/2019
 Job Name: City of Monroe, Ga
 2" PE Gas Main on Bankers
 Blvd. between Michael
 Etchison Road &
 W. Spring Street

DESCRIPTION	Unit Price	TOTAL
Install 2" PE Gas Main- Approximately 880 L.F.	\$14.00	\$12,320.00
Tie-Ins- 2 Each	\$1,000.00	\$2,000.00
4" Tap, Stop, Cut & Cap- 1	\$7,000.00	\$7,000.00
Removal of Regulator Station- 1	\$1,000.00	\$1,000.00
<p><u>Note:</u> Quantities above are approximate. We will invoice per amount of pipe footage installed, tie-ins made, & (taps, stops, cuts & caps made).</p> <p><u>Unit Prices:</u> Rock Removal- \$200.00 Per L.F.</p> <p>Respectfully Submitted,</p>  <p>Michael Freeman Harrison & Harrison, Inc.</p>		
		\$ 22,320.00



Southern Pipeline

PO Box 98, Winder, GA 30680 | jphommaly@southernpipeline.org | Phone: (678) 963-5676

Bankers Grove BID

Monroe, GA

SOUTHERN PIPELINE

1/2/2019

County	City	Street	Pipe	Qty	Price	Total
Walton	Monroe	Bankers Grove	2"PLS MAIN	850	\$15.00	\$12,750.00
		4" CONTROL FITTING		1	\$5,000.00	\$5,000.00
		4" CUT AND CAP		1	\$2,000.00	\$2,000.00
		2" BOTTOM OUT CONTROL FITTING		1	\$1,500.00	\$1,500.00
		2" CUT AND CAP		1	\$500.00	\$500.00
		2"PLASTIC TIE-IN		1	\$1,000.00	\$1,000.00
		REMOVE OLD REG STATION		1	\$2,000.00	\$2,000.00
			Quantity		Subtotal Price	\$24,750.00

Address #	Street Name	Tie/Renewal	LS/SS	Footage	Price	Extra ft
All plastic pipe can be fused together by electrofuse, butt weld, or socket fused.						
2" main must be installed at least 3'ft depth in coverage. Tracer wire must be installed with main.						
					Subtotal Price	\$0.00

GRAND TOTAL

\$24,750.00



P.O. Box 6538
Macon, Georgia 31208
Tel :478-742-2292
Fax :478-742-3806
Email: edmund@dlsi.us

GALIC#UC300837

PROPOSAL

January 17, 2019

Bryan Pittman
City of Monroe
215 N Broad St.
Monroe, GA 30655
770-990-6680 c
bpittman@monroega.gov

Re: Bankers Grove Project

Mr. Bryan Pittman,

Please accept our Proposal to install 850lf of new 4" polyethylene pipe at Banker's Grove as discussed.

We have included 1 – HP cut and cap along with low pressure tie in work as required. Additionally, we have included the removal of the existing fence and regulator station. It is not assumed that the existing retaining wall will be in conflict but should it turn out to be in conflict a separate agreement will be made before any work continues in regards to how and how much. It is not expected to have any hard surface road cuts as the new tie-ins appear to be located in the grass. Should they be required, this work will be performed within our scope with final asphalt patch by the City of Monroe.

It is our intention to install this pipe using directional boring methods with minimal ground disturbance.

All work will be performed as per S.R.C.S. along with State and Federal requirements.

Project Cost \$ 37,500.00

Thank you.

Edmund Zammit
D. Lance Souther, Inc.
478-954-0113
edmund@dlsi.us



To: City Council
From: Chief Bill Owens
Department: Fire
Date: 2/22/2019
Subject: Out of State Training

Budget Account/Project Name: Out of State Training

Funding Source: 100-3500-531300/100-3500-523700

Budget Allocation: \$2500.00-

\$10,000.00

Budget Available: \$2500.00-

\$10,000.00

Requested Expense: \$165.00-\$371.95

Company of Purchase: N/A

Description:

Leading Change through Training-The focus is on preparing and motivating training officers and instructors to become their organization's change agents and getting firefighters to think about how the fire service can provide emergency response more effectively and efficiently.

High-Intensity Training Concepts-Training is a complex activity. It is not simply about checking a box, it is about the life or death of a firefighter. Training designed with a measurable outcome saves lives and increases efficiencies.

Background:

N/A

Attachment(s): Four

Per-Diem cost

Leading Change through Training class description

High Intensity Training class description

Registration Cost

CITY OF MONROE EXPENSE REPORT

Name: Michael Towe

Department: MFD

Date:	April 14th				April 11th	April 12th	April 13th	
	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Totals
Miles Driven								-
Reimbursement	-	-	-	-	-	-	-	-
Parking & Tolls								-
Auto Rental								-
Taxi/Limo								-
Other Travel								-
Airfare								-
Transportation Total		-	-	-	-	-	-	-
Lodging								
Registration Fee								
Breakfast	15.00					15.00	15.00	45.00
Lunch	15.00					15.00	15.00	45.00
Dinner					25.00	25.00	25.00	75.00
Sub-Total Meals	30.00	-	-	-	25.00	55.00	55.00	165.00
Supplies/Equipment								-
Food Charged								-
Gas Charged								-
Entertainment								-
Other Expenses								-
Total Expenses/Day	-	-	-	-	-	-	-	-

Detailed Entertainment Record

Date	Item	Persons Entertained/Business	Place Name & Location	Business Purpose	Amount
					-
					-
					-
					-
					-
					-

Purpose of Trip

SUMMARY

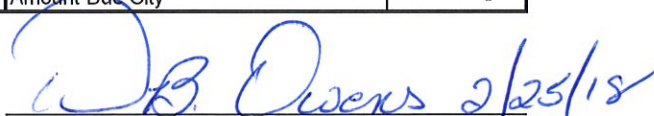
	Total Expenses	165.00
Leading Change through Training-FIRE	Less Cash Advance	-
	Less Amount Charged To City	-
	Amount Due Employee	165.00
	Amount Due City	-



Prepared By

2-22-19

Date



Approved By

Date



Andy Blythe
Station Manager/Operational Assurance
Team
Merseyside Fire and Rescue Service/UK
United Kingdom

Instructor

Leadership/management

10:30 AM-12:15 PM

Lead from the Front: Fireground Tactics and Leadership

Room: 243-245

Format: Classroom Session (Single Speaker/1.45 HOUR)

The focus is on topics ranging from leadership principles to fireground tactics from the perspectives of case studies, the instructor's experience gained in a 36-year career on the Chicago Fire Department, and the differences between traditional ...read more...



Steve Chikerotis
Deputy District Chief (Ret.)
Chicago (IL) Fire Department
United States

Instructor

Instruction/training

10:30 AM-12:15 PM

Leading Change Through Training

Room: 109-110

Format: Classroom Session (Single Speaker/1.45 HOUR)

The focus is on preparing and motivating training officers and instructors to become their organization's change agents and getting firefighters to think about how the fire service can provide emergency response more effectively and efficiently. Major ...read more...



Devon Wells
President
International Society of Fire Service
Instructors (ISFSI)
United States

Instructor

Company Officer

10:30 AM-12:15 PM

North Haven SWAT Explosion

Room: Wabash 3

Format: Classroom Session (Single Speaker/1.45 HOUR)

On May 2, 2018, a routine SWAT response to a residence for a barricaded subject resulted in an explosion in which nine police officers were injured. Today, fire departments are increasingly becoming involved in tactical scenarios ...read more...



Paul Januszewski
Chief
North Haven (CT) Fire Department
United States

Instructor

Health

10:30 AM-12:15 PM

PFAS 101: What Are They and How These Chemicals Can Impact Firefighter Health and Environmental Health

Format: Classroom Session (Single Speaker/1.45 HOUR)

There are new concerns about an entire group of chemicals call PFAS: Per- and Polyfluorinated Alkyl Substances. They are showing up regularly in the news these days, and firefighters seem to be at ground ...read more...



Graham Peaslee
Professor of Physics
University of Notre Dame
United States

Instructor

Engine Company

10:30 AM-12:15 PM

Pump Panel Pointers for Training and Operations

Room: 238-239



Format: Classroom Session (Single Speaker/1.45 HOUR)

The focus is on measures that can keep firefighters from becoming lost or trapped while engaging in aggressive firefighting operations in the high-risk environments: operating in basement/cellar/sub-cellars, operating on the floor or floors above, and operating ...read more...



Paul Mastronardi
Lieutenant
Fire Department City of New York
United States

Instructor

Company Officer

8:30 AM-10:15 AM

First-Due Tactics for the Urban Engine Boss

Room: 136-137

Format: Classroom Session (Single Speaker/1.45 HOUR)

The initial arrival considerations (first-due tactics) for urban-based company officers are the focus. The class covers assigning resources, managing engine company crews during emergency incidents, and debriefing calls and other major events. The instructor shares methods ...read more...



Sean Eagen
Captain
Buffalo, NY Fire Department
United States

Instructor

Strategy and Tactics

8:30 AM-10:15 AM

First-In Decisions for First-In Firefighters

Room: 127-128

Format: Classroom Session (Single Speaker/1.45 HOUR)

This presentation focuses on skill levels and draws from the instructor's experience of the past 15 years in a volunteer suburban setting and a more urban city setting. The presentation covers the founding principles of the ...read more...



Chad Menard
Captain/Paramedic
Madison Fire & Rescue
United States

Instructor

Instruction/training

8:30 AM-10:15 AM

High-Intensity Training Concepts

Room: 231-233

Format: Classroom Session (Single Speaker/1.45 HOUR)

Training is a complex activity. It is not simply about checking a box; it is about the life or death of a firefighter. Training designed with a measurable outcome saves lives and increases efficiencies. This class ...read more...



John Buckman, III
Chief Retired
Wildfire Studios
United States

Instructor

Health

8:30 AM-10:15 AM

NIOSH Evaluations of Concerns from "Truck Smoke" to "Heat Stroke"

Room: 107-108

Format: Classroom Session (Single Speaker/1.45 HOUR)

The focus is on the HHE program: recommendations for addressing health hazards firefighters may experience in the firehouse, during training, and during fire response. The results of several research projects assessing exposures to smoke from car ...read more...



Scott Brueck
Industrial Hygiene Team Lead
National Institute for Occupational Safety
and Health Health Hazard Evaluation
Program
United States

Instructor

Food-Budget
Training

61



APRIL 8-13, 2019
INDIANAPOLIS,
INDIANA, USA


WWW.FDIC.COM

WE PUSH OUR FABRICS TO THE VERY LIMIT:

(https://www.goreprotectivefabrics.com/fire/sff?xcmp=ros_proud_fdic_us__reghomenov18)

 **Registration Dashboard**

 **Sign out (/servlet/ar?evt_uid=333&site=)**

Welcome back, Mike Towe

 **REGISTRATION TOOLS**

Registration Tools

Our Registration interactive dashboard provides you with a central location to view your registration information, view your hotel information, re-send your confirmation letter and invite your colleagues to attend the show.

[VIEW DETAILS >](#)

Registration Tools

Name: Mike Towe

Badge ID: 1232766


 **Registration Information**

Payment Information

[EDIT INFORMATION](#)

 **Demographic Information**

 **Session & Events Information**

 **Payment Information**

 **Hotel Information**

(https://api.passkey.com/RegLink/API?

UserName=COMPUAPI&Version=4.00.00&Password=3s8_b9fmbR&PartnerID=55062&Mode=S&UP=CreateBridgeAndRedirectResWeb&Destination=2&EventCode=FDI1AT0419516&EventID=49740516&firstName=Mike&LastName
Officer&Address1=139 South Madison
Avenue&CountryCode=US&City=Monroe&State=GA&WorkPhone=7706520609&ZipCode=30655&EmailAddress=mtowe@monroega.gov&Organization=City
of Monroe Fire Depart)

 **Invite a Colleague (/servlet/ar?**

evt_uid=333&site=&login=MT6520609&pwd=1232766&goTo=InviteAFriend)

Date	Description	Quantity	Rate
02/20/2019	One-Day Conference-Friday		\$365.00
02/20/2019	Registration Processing Fee	1	\$6.95
02/20/2019	(Payment) VISA PAYMENT XXXXXXXXXX6220		\$-371.95
Balance:			\$0.00

371.95

Paid
2-20-19
(P)



To: Public Safety Committee, City Council

From: Logan Propes, City Administrator
Chris Bailey, Director of Central Services
Robert Watts, Police Chief

Department: Public Safety

Date: 02/19/2019

Subject: Architectural & Engineering Services – Police Station / Municipal Court

Budget Account/Project Name: Capital Improvement Program (CIP)

Funding Source: Capital Improvement Program (CIP)

Budget Allocation: \$3,000,000.00

Budget Available: \$3,000,000.00

Requested Expense: \$122,100.00

Company of Purchase: Sizemore Group

Description:

Selection of Sizemore Group was made for the Design/Build project of the Police / Municipal Court Building. This request is for the Architectural & Engineering Services as provided for this project from the Sizemore Group for \$122,100.00. This will include, but is not limited to, Preliminary Design, Construction Documents, Bidding, and Construction Administration.

Background:

The City of Monroe is working diligently to perform the complete renovation of the Plaza Shopping Center to house the Police Station and Municipal Court Building for operation by the City of Monroe. This project led to the selection of Sizemore Group for professional services to complete this project in April 2018.

Attachment(s):

Fee Proposal – 6 pages



February 18, 2019

Mr. Chris Bailey
The City of Monroe
215 North Broad Street
Monroe, GA 30655

RE: City Police Headquarters and Municipal Court – Architectural and Engineering Professional Services

Dear Chris:

Once again, thank you for the opportunity to discuss the approach and design concepts for this project on January 23, 2019 and the follow up emails. It has been helpful to see your comments and better understand the parameters of the approach.

As the next step in that process, enclosed you will find the details related to our understanding of the scope for this first phase, and the professional architectural and engineering services we offer in response. Our base team has architecture, structural and mechanical, electrical, plumbing and fire protection (MEP) professionals.

We hope this meets your needs and expectations. Do know that we remain open to alternative approaches to better align our services with your needs and resources. Please contact us if you have any comments, questions or suggestions.

For the **Sizemore Group** Team,

Lily del C. Berrios, AIA
Principal and President

Cc: Accounting,
Bill de St. Aubin

This narrative outlines our understanding of the project scope, services, parameters of the work, and the fees associated with those services.

Background

In March 2018, the City of Monroe issued a request for Architectural and Engineering Services for the design of the new City Police and Municipal Court. These will be housed in a renovated facility of about 30,000 SF, part of an old shopping center. The details of the scope of work were provided in the RFP. As required, each team submitted design concepts. Those have been reviewed by the City and in April 2018, SG was advised they had been selected. There have been meetings and communications since that, including a scope proposed on August 1, 2018. At the time, it was pending final comments on the design concepts. On January 23, 2019, we met, got some feedback on the design concepts and discussed the overall approach to design, bid, and construction.

Scope of Work

In response to all of the above, we present the following approach and services, including developing design and preparing Construction Documents, additional support to the City of Monroe in the selection of a contractor, and providing Construction Administration. Professional areas under this scope are architecture, mep, structural, and specifications. Key assumptions used as a basis are:

- A. The work will focus on the interior and will not include:
 - a. Roof and related elements.
 - b. Site infrastructure upgrades or improvements.
 - c. Any major changes to the existing entrance, exterior wall, nor expansion of the footprint. These elements may be considered in a subsequent phase. (The design of this phase must allow for these to happen in the future.)
 - d. Structural reinforcement for seismic requirements.
- B. The City has set a target of approximately \$3,000,000 Total Project Cost for this phase. Allocation of that budget ranges as follows:
 - a. \$2,000,000 to \$2,200,000 for Construction Cost
 - b. \$500,000 to \$700,000 for Roof work
 - c. \$ 130,000 to \$150,000 for Professional Services (Arch, MEP, Structural)
 - d. \$120,000 to \$150,000 for Furniture and Equipment
- C. Design will be bid competitively. Sizemore Groups has been asked to provide additional assistance in the procurement.
- D. Permit by Contractor.
- E. Owner will select one of the options Sizemore Group submitted and will provide team with plans (can be mark ups) reflecting any minor modifications to the preferred option.
- F. We assume structural work is not extensive, but rather miscellaneous items related to mechanical units, small openings in walls, etc.
- G. No major exploratory investigation is needed on the part of the team
- H. Owner will supply:
 - a. Reasonably accurate drawings of existing.
 - b. Water flow test
 - c. Hazardous material reports.

- d. Any reports available regarding the design and current condition of the facility and site (infrastructure capacity and condition)

Description of Services

A. Preliminary Design:

- Receive Notice to Proceed and drawings reflecting preferred design option.
- Conduct a Kick Off meeting with representatives from the City of Monroe to review the design changes (from drawings), participants and goals.
- At same time as Kick Off, conduct a more detailed walk through the facility to survey the existing area and verify the 'as-builts'.
- Revise preliminary plans and drawings in response to comments received, the review of existing conditions, and code requirements. Set will include generic furniture layout of the spaces.
- Develop MEP diagrams and brief narrative describing scope of work.
- Review with City of Monroe and seek approval.

B. Construction Documents:

- Upon approval of the preliminary set, SG will prepare bid-ready construction drawings indicating the layout and details for the interior and exterior architectural, structural, mechanical, electrical, fire protection and plumbing requirements. Deliverables will include:
 - Cover sheet with relevant code information for the project.
 - Demolition plan showing partitions and equipment to be removed.
 - Dimensioned plan including partition types for the project.
 - Reflected ceiling plan with light fixture locations and ceiling details.
 - Finish plan and schedule indicating the extent of finishes.
 - Interior elevations and details.
 - Door schedule.
 - Architectural specifications.
 - Engineering drawings to support modifications.
- Conduct two (2) review and coordination meetings at approximately 50% and 95% completion, to review the progress of the drawings.
- Following the 95% meeting, finalize the set to 100%
- Conduct Final meeting for review and approval.
- Finalize the CD set based on feedback

C. Bidding (competitive)

- These service has been expanded to provide additional support in preparing content for request by providing an outline (or sample) of key elements to consider in a request for bid.
- Attend pre-bid meeting
- Respond to questions
- Attend bid opening
- Support in reviewing bid.

D. Construction Administration

- Attendance at four (4) construction meetings on site to review the progress of construction.
- Review / respond to shop drawings, RFI's, or change orders.
- One Punchlist visit for the purpose of reaching Substantial Completion
- One Final Completion visit.
- Review of contractor close-out documents.

Notes:

- We assume permit by Contractor.
- Hazardous materials and any other exploratory investigations by Owner.
- We assume the existing building systems have capacity or access to additional capacity.

Proposed Fee

We will provide the above services on a lump sum basis, as illustrated below. This lump sum includes labor and reimbursable expenses.

Item One:

- | | |
|---------------------------|----------|
| A. Preliminary Design | \$14,600 |
| B. Construction Documents | \$70,000 |

Item Two:

- | | |
|--------------|-----------------------------------|
| C. Bid Phase | \$16,500 (or can be done Hourly)* |
|--------------|-----------------------------------|

Item Three

- | | |
|--------------------------------|-----------------------------------|
| D. Construction Administration | \$18,000 (or can be done Hourly)* |
|--------------------------------|-----------------------------------|

Reimbursable: Estimated at \$3,000

*Note – If these phases are done hourly, recommend City reserve an allowance in their budget for services.

Additional Services (available upon request)

The following services are available upon request. We have provided an estimate for those most relevant and recommend City reserve and allowance for them. Any service can be provided either at our standard hourly rates (see attached) or a fee can be negotiated in advance. None of these services will be undertaken without prior approval.

- Cost Estimating by others. (Estimated at \$5,000)
- Structural Upgrades due to Seismic (Estimated at \$12,000)
- Exploratory or destructive work to assess any hidden conditions.
- Record any additional information identified during exploratory work.
- Civil engineering services.
- Additional meetings beyond those listed above.
- Three dimensional renderings
- Phase Two Design – to include new main entrance, additional sally port, exterior windows and / or expansion
- Site Master Plan – to illustrate the potential for re-development of the entire property and its relationship to those surrounding it.

- FFE - Coordination with FF&E bidders including reviewing options, pricing and installation. Most of this work will be done parallel to the design of the space.
 - Conduct a Kick Off meeting with representatives from City of Monroe and FFE providers to review the scope of this effort.
 - Review FFE options and incorporate into layout
 - Conduct FFE Meeting One to review preliminary furniture plan
 - Develop plans, finishes and quantities
 - Conduct FFE Meeting Two to review final layouts and selections
 - Format Information to use in the Procurement Package *(Procurement by City)
 - Conduct FFE Meeting Three for final review and approval.
 - Submit layout for bidding and review Bids.
 - Review submittals
 - Monitor installation of furniture, including one punch list visit and one punch list follow up.
 - Final Close out

Contract Terms

Invoices will be sent on a monthly basis reflecting the percentage complete of the work. Payments will be due within 15 days of receipt. If the terms of this agreement are acceptable in its entirety, please indicate your acceptance by signing both copies and returning one original to our office. Or we propose using a standard AIA contract.

Proposed by:

Sizemore Group



Lily del C. Berrios, AIA
Principal and President

Accepted by:

City of Monroe

Name/Title

Date

APPENDIX A – Hourly Rates

SIZEMORE GROUP – 2019 Standard Billing Rates Range

Principals	\$225
Project Manager	\$163
Lead Programmer	\$163
Lead Planner	\$138
Planner	\$108
Lead Interior Designer	\$138
Architect	\$130
Intern Architect II	\$108
Intern Architect I	\$95
Coordinator	\$85
Special Services	Varies

SPENCER BRISTOL (MEP) – 2019 Standard Billing Rates Range

Project Executive	\$250
Engineering Directors	\$190
Commissioning Authority	\$190
Senior Engineer	\$170
Engineer	\$140
Designer	\$130
Administrative	\$95

SHEAR (Structural) – 2019 Standard Billing Rates Range

Partner	\$160
Senior Project Engineer, P.E.	\$140
Project Engineer, P.E.	\$125
Engineering Production	\$105
CAD Drafting	\$95
Administrative	\$75



To: Public Safety Committee, City Council

From: Logan Propes, City Administrator
Chris Bailey, Director of Central Services
Robert Watts, Police Chief

Department: Public Safety

Date: 02/19/2019

Subject: Roof & Exterior Wall Restoration – Police Station / Municipal Court

Budget Account/Project Name: Capital Improvement Program (CIP)

Funding Source: Capital Improvement Program (CIP)

Budget Allocation: \$3,000,000.00

Budget Available: \$3,000,000.00

Requested Expense: \$727,172.00

Company of Purchase: Garland/DBS

Description:

This request is for the restoration and replacement of the main roof, metal front roof, and exterior wall restoration by Garland/DBS for \$727,172.00 at the Police Station / Municipal Building. This is a standard request based on national contract and policy guidelines. Garland/DBS has performed multiple projects for the City of Monroe in past few years. This process will coincide with the final design and engineering of the Police Station / Municipal Building so that construction may begin at the conclusion of the exterior restoration of the building.

Background:

The City of Monroe is working diligently to perform the complete renovation of the Plaza Shopping Center to house the Police Station and Municipal Court Building for operation by the City of Monroe.

Attachment(s):

Services Proposal – 7 pages



Garland/DBS, Inc.
3800 East 91st Street
Cleveland, OH 44105
Phone: (800) 762-8225
Fax: (216) 883-2055



ROOFING MATERIAL AND SERVICES PROPOSAL

City of Monroe
Police Department
140 Blaine Street
Monroe, GA 30655

Date Submitted: 02/15/2019
Proposal #: 25-GA-180877
MICPA # 14-5903
Georgia General Contractor License #: GCCO003281

Purchase orders to be made out to: Garland/DBS, Inc.

Please Note: The following budget/estimate is being provided according to the pricing established under the Master Intergovernmental Cooperative Purchasing Agreement (MICPA) with Cobb County, GA and U.S. Communities. This budget/estimate should be viewed as the maximum price an agency will be charged under the agreement. Garland/DBS, Inc. administered a competitive bid process for the project with the hopes of providing a lower market adjusted price whenever possible.

Scope of Work: Mod Bit Roof - Partial Tear Off and New Roof Installation

Preparation

1. Tear off the existing roof system as follows:
 - o Remove ballast from site
 - o Remove EPDM membrane from site
 - o Remove up to 300 sqft of wet ISO included in bid
 - o Leave existing 2" ISO in place
2. Install new wood nailers on top of the parapet wall as needed to allow for new coping installation.

Insulation

3. Install a new layer of mechanically attached 1.25" ISO insulation, down over the existing ISO in the approved fastening pattern as provided by the wind uplift calculations.
4. Install a new layer of fully adhered ½" inch Wood Fiber Board Prime board over the ISO using Generic Type III Asphalt, using the specified application rates as provided by the wind uplift calculations.
5. At parapet walls and units, install appropriate crickets to accommodate best drainage into the gutter.

Roof System

6. Install one ply of StressBase 120 Mod Bit Base Sheet over the wood fiber board in Type III Asphalt per specifications and installation details.
7. Install one ply of StressPly EUV FR Mineral Mod Bit Cap Sheet over the base sheet in Type III Asphalt per specifications and installation details.

Flashings

8. Install new 2-ply base flashings to all curbs and walls using the same rolls as above according to specifications and installation details.
9. On the front wall detail, install 12" mod bit flashings and terminate with a termination bar. Install a new surface mounted counter flashing on the cmu to cover the tbar and extend vertically 6" to allow for the KEEStone Membrane installation up the wall, adhered with bonding adhesive.
10. Terminate the top of the flashings using a tbar.
11. Install a new layer of Rmer Seal Self Adhered Membrane on top of the parapet wall that covers the nailer and tbar.
12. Three course all vertical base flashing laps using Silver-Flash and 6" Garmesh.
13. Install new boots, pitch pans, etc. on all details as needed using the proper details.

Metal and Misc. Details

14. Install new Pre-Fabricated Rmer Edge 24-gauge Kynar Coated Coping on all parapet walls. Install new counter flashing on all curbs or walls as needed formed from Rmer SS Flat Stock.
15. Install a new 18" Box Gutter and 4"x5" Downspouts on the rear of the building formed using Rmer SS Flat Stock.
16. Install Walk Pads at all entry points and at all equipment. Adhere them with Greenlock Structural Adhesive.
17. Replace all damaged storm collars and metal clamps as necessary.
18. Provide a 2 yr labor warranty from the contractor installing the roof system.

Mod Bit Roof - Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
2.21	Tear-off & Dispose of Debris: SYSTEM TYPE Ballasted Single-Ply W/ Insulation - Metal Deck	\$ 1.78	300	SF	\$ 534
6.11.01	Roof Deck and Insulation Option: METAL ROOF DECK - HOT APPLICATION - ASTM D 312 TYPE III OR IV ASPHALT - INSULATION OPTION: - Mechanically Fasten Polyisocyanurate / Hot Mop Wood Fiber or Perlite to Provide an Average R-Value of 20 In Compliance with FM 1-90 Requirements	\$ 2.84	300	SF	\$ 852
	RS Means Online - Wood Framing, Miscellaneous, nailers, treated, wood construction - 06110245100	\$ 2.09	800	LF	\$ 1,672
23.172	Additional Repair Options Option 2 - R.S. Means	14%		%	\$ 234

2.64	Tear-off & Dispose of Debris: SYSTEM TYPE Ballasted Single-Ply to the Existing Insulation (Insulation to be Re-Used	\$ 1.38	34,075	SF	\$ 47,024
23.08	Miscellaneous Line Items: Remove & Dispose Ballast from Roof Surface	\$ 0.51	34,075	SF	\$ 17,378
6.11.01	Roof Deck and Insulation Option: METAL ROOF DECK - HOT APPLICATION - ASTM D 312 TYPE III OR IV ASPHALT - INSULATION OPTION: - Mechanically Fasten Polyisocyanurate / Hot Mop Wood Fiber or Perlite to Provide an Average R-Value of 20 In Compliance with FM 1-90 Requirements	\$ 2.84	34,075	SF	\$ 96,773
12.11.02	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Modified Base Sheet Adhered in Hot ASTM D 312 Type III or IV Asphalt: BASE PLY OPTION: - ASTM D 6163 SBS Fiberglass Reinforced Modified Bituminous Sheet Material Type III - 220 lbf/in tensile	\$ 3.04	34,075	SF	\$ 103,588
12.22.05	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply Mineral Surfaced Cap Sheet Adhered in Hot ASTM D 312 Type III or IV Asphalt: ROOFING MEMBRANE OPTION: - ASTM D 6162 SBS Fiberglass/Polyester Reinforced Modified Bituminous Sheet Material Type III - Minimum of 600 lbf/in tensile	\$ 6.60	34,075	SF	\$ 224,895
20.11.05	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: ROOF FLASHINGS FOR MODIFIED & COAL TAR PITCH ROOF SYSTEMS: Minimum 1 Ply of Base Flashing and Mineral Cap Sheet Installed in Hot ASTM D 312 Type III or IV Asphalt: FLASHING OPTION: - BASE PLY: SBS Modified Fiberglass Reinforced Base Flashing Ply w/ Tensile Strength of 215 lbf/in tensile (ASTM D 5147); TOP PLY: ASTM D 6162 SBS Fiberglass/Polyester Reinforced Modified Bituminous Sheet Material Type III - 600 lbf/in tensile	\$ 16.34	3,425	SF	\$ 55,965

12.14.01	2-PLY ROOF SYSTEMS - COMBINATIONS OF A BASE PLY & A CAP SHEET (TOP PLY) PLEASE NOTE: BASE PLY & CAP SHEET COMBINATIONS MUST BE APPROVED BY THE MANUFACTURER: ROOF CONFIGURATION 1 Ply of Self-Adhering Base Installed Using Self-Adhering Backing: BASE PLY OPTION: - SBS Modified Asphalt-Based, Polyester OR Fiberglass/Polyester OR Fiberglass Reinforced Self-Adhering Base Sheet - Minimum of 50 lbf/in tensile	\$ 2.56	3,425	SF	\$ 8,768
20.41.11	NEW FLASHINGS FOR ROOFING SYSTEMS & RESTORATION OPTIONS: Single-Ply Flashings - Fully Adhered Single-Ply Roof Flashings Installed on Corresponding Single-Ply Roof Systems (Self-Adhering Roof Applications Only): ROOF MEMBRANE OPTION: - ASTM D 6754 - Ketone Ethylene Ester (KEE) - 60 Mil Thickness	\$ 12.46	3,425	SF	\$ 42,676
23.144	Common Roof Repair Items: 3-Course Application; Mastic-Mesh-Mastic; 9" Wide Total; 6" Wide Mesh	\$ 5.60	800	LF	\$ 4,480
23.142	Roof Accessories: Termination bar, aluminum, 1/4" x 1"	\$ 2.27	620	LF	\$ 1,407
	Caulking Chart: 1/2" X 1/2" 1 Component Polyurethane	\$ 3.97	620	LF	\$ 2,461
23.112	Roof Drainage, Scuppers, Stacks, Curbs and Pitch Pockets: Pitch pocket, 24 gauge, GI, 8" x 8", with storm collar, hemmed to outside, soldered corners and seams	\$ 171.10	20	EA	\$ 3,422
	Metal Stretch-Out: 16" .050 Aluminum Surafce Mounted Counterflashing with Six (6) Bends	\$ 10.37	620	LF	\$ 6,429
	Metal Stretch-Out: 24" .050 Aluminum Coping Cap with Five (5) Bends	\$ 12.32	620	LF	\$ 7,638
	Metal Stretch-Out: 48" .050 Aluminum Coping Cap with Five (5) Bends	\$ 18.12	220	LF	\$ 3,986
	Metal Stretch-Out: 18" .050 Aluminum Box Gutter with Five (5) Bends	\$ 10.87	185	LF	\$ 2,011
	Metal Stretch-Out: 20" .050 Aluminum Downspouts with Five (5) Bends	\$ 11.36	230	LF	\$ 2,613
23.153	Equipment: Forklift/Manlift Equipment Rental	\$ 123.00	35	DAY	\$ 4,305
	Sub-Totals After Multipliers				\$ 639,112

Mod Bit Roof:

Total Maximum Price of Line Items under the MICPA:	\$ 639,112
Proposal Price Based Upon Market Experience:	\$ 654,419

Garland/DBS Price Based Upon Local Market Competition:

Sentry Roofing Services LLC	\$ 654,419
Innovative Roofing Group	\$ 699,378
Eskola LLC	\$ 732,816
Veteran Builders LLC	\$ 984,511

Unforeseen Site Conditions

2" ISO Replacement \$ 5.13 per Square Foot

Scope of Work: Metal Roof - Roof Restoration**Preparation**

1. Pressure wash both metal roofs on the front to remove dirt and debris.

Roof System

2. Remove all failed sealants from the perimeter counter flashing metal on all 3 sides of each.
3. Install new sealants to all head flashings and step flashings using Tuff Stuff MS sealants.
4. Prime the roof areas and metal flashings using one coat of Rust-Go primer at the required application rates shown on the data sheets.
5. Coat both roof areas with 2 coats using a Sherwin Williams DTM Metal Roof Paint in a standard color to be chosen at a later date.

Metal and Misc. Details

6. Install a new 18" Box Gutter and 4"x5" Downspouts on the front of both roofs using Rmer SS Flat Stock.
7. Provide a 2 yr labor warranty from the contractor.

Metal Roof - Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
	Labor & Materials - Eskola LLC	\$ 15,282.00	1	EA	\$ 15,282
	Sub Total Prior to Multipliers				\$ 15,282
23.171	Additional repair options: Option 1 - Estimating repairs can be done on a labor and material cost plus basis	14%		%	\$ 2,139.48
	Sub-Totals After Multipliers				\$ 17,421

Metal Roof:

Proposal Price Based Upon Market Experience: \$ 17,421

Garland/DBS Price Based Upon Local Market Competition:

Eskola LLC	\$ 17,421
Veteran Builders LLC	\$ 18,429
Sentry Roofing Services LLC	Declined to Bid
Innovative Roofing Group	Declined to Bid

Scope of Work: Exterior WallsPreparation

1. PRESSURE WASH BLOCKWALL AND EXTERIOR AREAS TO WHERE NEW MATERIALS ARE GOING TO BE APPLIED. ENSURE DIRT, OLD/LOOSE PAINT, MOLD AND DEBRIS ARE REMOVED.
2. USE GARLAND B-CLEAN MASONRY CLEANER IN ACCORDANCE WITH DATA SHEET WHERE MOLD OR EFFLORESCENCE CANNOT BE REMOVED BY PRESSURE WASHING.

Repairs

3. REPAIR ALL CRACKS IN BLOCK LARGER THAN 1" INCH USING GAR ROCK CONCRETE PATCH MATERIAL.
4. REMOVE ALL EXISTING WALL JOINT SEALANTS AND RESEAL WITH GREENLOCK XL SEALANT AND BACKER-ROD. THIS INCLUDES VERTICAL CONTROL JOINTS, ALONG WITH OTHER JOINTS THAT SEAL BLOCK TO BLOCK.
5. REMOVE ALL EXISTING WINDOW, DOOR, AND PENETRATION SEALANTS AND RESEAL WITH TUFF STUFF MS SEALANT AND BACKER-ROD.
6. REPAIR ALL CRACKS IN BLOCK LESS THAN 1" INCH USING GREENLOCK XL SEALANT.

Coating

7. APPLY BASE COAT OF ELASTOMERIC TUFF COAT AT 150 SQ FT PER GALLON TO ALL EXTERIOR SIDES OF THE BUILDING AND THE FRONT CANOPY ROOF. ALLOW MINIMUM TWO HOUR CURE.
8. APPLY TOP COAT OF ELASTOMERIC TUFF COAT AT 150 SQ FT PER GALLON TO ALL OF THE SAME AREAS AS FINAL COAT. THERE WILL BE 2 COLORS USED, SEE ATTACHED.

Exterior Walls - Line Item Pricing

Item #	Item Description	Unit Price	Quantity	Unit	Extended Price
23.12	Miscellaneous Line Items: Caulking: Remove Existing Caulking & Clean and Prime Joint	\$ 1.15	250	LF	\$ 288
	1 Component Polyurethane - Joint Size 1/2" x 1/2"	\$ 3.97	250	LF	\$ 993
23.12	Miscellaneous Line Items: Caulking: Remove Existing Caulking & Clean and Prime Joint	\$ 1.15	150	LF	\$ 173
23.14	Miscellaneous Line Items: Install Backer Rod in Properly Prepared Opening, Polyethylene - 1/2" Diameter	\$ 0.65	150	LF	\$ 98

	1 Component Polyurethane - Joint Size 1/2" x 1/2"	\$ 3.97	150	LF	\$ 596
19.13	WALL COATINGS FOR COATING WALL SYSTEMS: ELASTOMERIC COATING FOR CMU WALL SYSTEM - Base Coat of Coating @ 1 Gallon per Sq. / Top Coat @ 1 Gallon per Sq. Applied as Specified	\$ 3.64	18,500	SF	\$ 67,340
23.153	Equipment: Forklift/Manlift Equipment Rental	\$ 123.00	20	DAY	\$ 2,460
23.156	Equipment: Manlift per day	\$ 90.00	20	DAY	\$ 1,800
	Sub-Totals After Multipliers				\$ 73,746

Exterior Walls:

Total Maximum Price of Line Items under the MICPA: \$ 73,746

Proposal Price Based Upon Market Experience: \$ 70,639

Garland/DBS Price Based Upon Local Market Competition:

Armor Waterproofing and Restoration LLC	\$ 70,639
Veteran Builders LLC	\$ 95,609
Pride Roofing, Inc.	\$ 108,151
Eskola LLC	\$ 172,221

Proposal Price Summary

Mod Bit Roof - Partial Tear Off and New Roof Installation: \$ 639,112

Metal Roof - Roof Restoration: \$ 17,421

Exterior Walls: \$ 70,639

Proposal Price Based Upon Market Experience (ALL SECTIONS): \$ 727,172

Potential issues that could arise during the construction phase of the project will be addressed via unit pricing for additional work beyond the scope of the specifications. This could range anywhere from wet insulation, to the replacement of deteriorated wood nailers. Proposal pricing valid through 5/1/2019.

If you have any questions regarding this proposal, please do not hesitate to call me at my number listed below.

Respectfully Submitted,

Matt Egan

Matt Egan
Garland/DBS, Inc.
(216) 430-3662



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-24-19
Description: Variance request for maximum building height. Maximum allowable height per zoning code is 35'. The proposed height is 40'

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *Is for Approval pending a Certificate of Appropriateness relative to the Corridor Design Overlay standards. Which requires review and approval of building design and site plans by the planning and zoning commission.*

Background: This is currently undeveloped and un-subdivided land previously known as the Breedlove dairy tract or the Rowell Tract abutting Charlotte Rowell Blvd., Double Springs Church Connector and Double Springs Church Rd.

Attachment(s): See below:
Variance application

Date: January 17, 2019

Petition Number: 19-00089

Applicant: Robert Massey

Location: Double Springs Church Road

Existing Zoning: B3

Acreage: 3.5 +/- ac

Proposed Use: 42 unit Assisted Living Community

CODE ENFORCEMENT STAFF RECOMMENDATION

- ☒ Approve
☐ Deny
☐ Approve with recommended conditions

1. Description of the request and property. The property consists of 3.5 +/- ac. It is zoned B3. The property has approximately 344.94 ft of road frontage on Double Springs Church Road. The Code Department recommends approval.

Recommended conditions:

ZONING VARIANCE REQUEST



215 North Broad Street
Monroe, GA 30655
CALLFORINSPECTIONS
770-207-4674 ... Phone
dadkinson@monroega.gov

79

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
19-00089	01/17/2019	\$ 0.00	\$ 200.00	adkinson

NAME + ADDRESS	LOCATION	DOUBLE SPRINGS CHURCH Rd Monroe, GA 30656	USEZONE	B3	FLOODZONE
			PIN	M0005-045-000	
	CONTRACTOR	ROBERT MASSEY	SUBDIVISION		
			LOT BLOCK		
		2881 MONROE Hwy Ste 501 Bogart GA 30622	UTILITIES...	Electric Sewer Gas	
	OWNER	Rowell Family Partnership & Still Family Realty LLC, PO Box 1378 Monroe GA 30655	PROJECTID#	DOUBLE SPRINGS CHURCH Rd-190117-1	
			EXPIRATIONDATE:	06/17/2019	

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR VARIANCE OF SECT 700.2
TABLE 12-P&Z MTG 2/19/19 @ 5:30
PM-COUNCIL MTG 3/12/19 @ 6:00 PM 215 N
BROAD ST

NATURE OF WORK

Other

CENSUS REPORT CODE

880 - * Zoning Variance Request

DIMENSIONS

	#STORIES	
SQUAREFOOTAGE		Sq. Ft.
	#UNITS	
SINGLE FAMILY ONLY		
	#BATHROOMS	
	#BEDROOMS	
	TOTAL ROOMS	

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date

Approved By

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

19-00089

PERMIT PIN

57720



Variance/Conditional Use Application

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

Meeting of: _____

Your representative must be present at the meeting

Street address Double Springs Church Rd Council District 40 / 3 Map and Parcel # M0050045
 Zoning B3 R1 Acreage 3.5 +/- Proposed Use Light Commercial Road Frontage _____ ft. / on
Double Springs Church Rd (street or streets)

Applicant
 Name Robert Massey
 Address 2881 Monroe Hwy Ste 501 Bogart, GA 30622
 Phone # 229-402-4119

Owner
 Name Russell Family Limited Partnership & Jane Still
 Address PO Box 1936 Monroe, GA 30655
 Phone # 770-318-6153 Lee Russell

Request Type: (check one) Variance ☒ "Height" 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:

48-Bedroom assisted living community. Approx 30-35 employees. Open 24-7-365.
Water, Sewage, Gas, power and trash service needed to accommodate residents,
employees, and visitors. Higher weekend (visitor) transportation volume.

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

We feel this community is an excellent fit adjacent to the school. We offer a safe
and secure environment with well kept grounds and alternating traffic schedules.

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):

We feel the desired light commercial zoning would meet all standards in 1425.5 and 1430.6.
The Assisted Living Community will be a high-end, self-pay facility providing meals, activities and
custodial care to up to 48 residents.

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:

42,000 sq ft facility. Resident rooms are located in a 3-story wing.
Kitchen, dining and activities are located in a 2-story wing. For these
heights we need clarification on height restrictions or a height variance.

State the particular hardship that would result from strict application of this Ordinance:

Our facility plans would not be a fit for this location.

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 [Signature] Date: 1/4/2019

**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 [Signature]

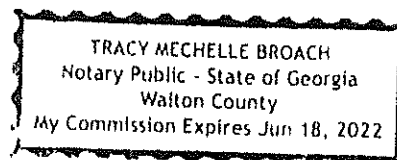
Date: 1-10-19

Tracy Mechelle Broach

Notary Public

Commission Expires: June 18 2022

Date: 1-10-19



I hereby withdraw the above application: Signature _____ Date _____

COUNTY OF WALTON

CASHIER 04 01/07/2019

2018 PROP. TAX BILL 0000031306 12:31

ADV TAX	86,394.66
INTEREST	1,079.93
BILL TOTAL	87,474.59
PAYMENT TO BE APPLIED	86,394.66-
REMAINING BALANCE	1,079.93

TOTAL PAYMENTS	86,394.66
----------------	-----------

AMOUNT TENDERED	86,394.66
-----------------	-----------

CHECK NUMBER 2063	86,394.66
PAID BY ROWELL FAMILY PARTNERSHIP	

THANK YOU DERRY N BOYD

2018 ADVALOREM TAX NOTICE FOR THE COUNTY OF WALTON

83

WALTON CO. TAX COMM.
303 S. HAMMOND DRIVE
SUITE 100
MONROE, GA. 30655

RETURN SERVICE REQUESTED

BILL NUMB. 2018 31306
ACCT NUMB. 626120 010
TAXPAYER ROWELL FAMILY
MAP NUMBER M 5 45
LEGAL DESC 447.26ACRES
LOCATION 1125 N BROAD STREET
CURRENT YEAR TAXES 86,394.66

PAY THIS AMOUNT----->86,394.66
ON OR BEFORE NOVEMBER 15, 2018

If paying by check or money order,
please include your tax bill number.

ROWELL FAMILY 31306PT
PARTNERSHIP &
STILL FAMILY REALTY LLC 723
PO BOX 1378
MONROE GA 30655-6378

WALTON CO. TAX COMM. 2018
303 S. HAMMOND DRIVE CO. PT.
SUITE 100 31306
MONROE, GA. 30655

Please return this portion of your bill with your payment in the enclosed envelope

2018 ADVALOREM TAX NOTICE FOR THE COUNTY OF WALTON

YEAR	BILL NUM	ACCOUNT NUMBER	DI	LOCATION/DESCRIPTION	MAP/PARCEL	FAIR MARKET VALUE
2018	031306	626120 010	1	447.26ACRES	M 5 45	5,484,400
TAXING ENTITY	ASSESSMENT	EXEMPTION	TAXABLE VALUE	MILLAGE RATE	CREDITS	TAXES DUE
COUNTY	2193760		2193760	.0109050	5265.02	23,922.95
SCHOOL	2193760		2193760	.0186000		40,803.94
SCH BOND	2193760		2193760	.0026000		5,703.78
CITY TAX	2193760		2193760	.0052980	8939.57	11,622.54
CITY BOND	2193760		2193760	.0019790		4,341.45

ENTERED

JAN 07 2019

#2063/Rowell fup

TOTAL SCHOOL TAXES 46,507.72
TOTAL COUNTY TAXES 23,922.95
TOTAL CITY TAXES 15,963.99

TOTAL TAX DUE 86,394.66

ROWELL FAMILY
PARTNERSHIP &
STILL FAMILY REALTY LLC
PO BOX 1378
MONROE GA 30655-6378

PAYMENT MUST BE MADE ON OR BEFORE
NOVEMBER 15, 2018

YOUR CANCELLED CHECK IS YOUR RECEIPT

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

This bill is not sent to your mortgage company. If you have an escrow account, please forward a copy to your mortgage company.
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 4/01/2019 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 4/01/2019 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	22.678
Reduction in mill rate due to rollback to taxpayers	
of sales tax proceeds this previous year	6.475
Actual mill rate set by local officials	16.203

Filing information box reserved for the clerk

THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE PRECISION of ONE FOOT IN 10000'+ FEET, AND AN ANGULAR ERROR OF 0" PER ANGLE POINT, AND WAS ADJUSTED USING COMPASS RULE;

SURVEY and PLAT FOR :

ROBERT G. MASSEY

LOCATED IN LAND LOT # 41
THIRD LAND DISTRICT
WALTON COUNTY, GEORGIA
SCALE : 1" = 100'
SURVEYED : JANUARY 15, 2019
PLATTED : JANUARY 16, 2019

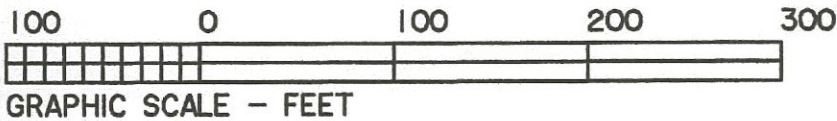
THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND FOUND TO BE ACCURATE WITHIN ONE FOOT IN 100,000 +

is required by subsection (c) of O.C.G.A section 15-6-67 the Registered Land Surveyor hereby certifies that this map, plat, or plan has been approved for filing in writing by any and all applicable municipal, county, or municipal-county planning commissions or municipal or county governing authorities or that such governmental bodies have affirmed in writing that approval is not required.

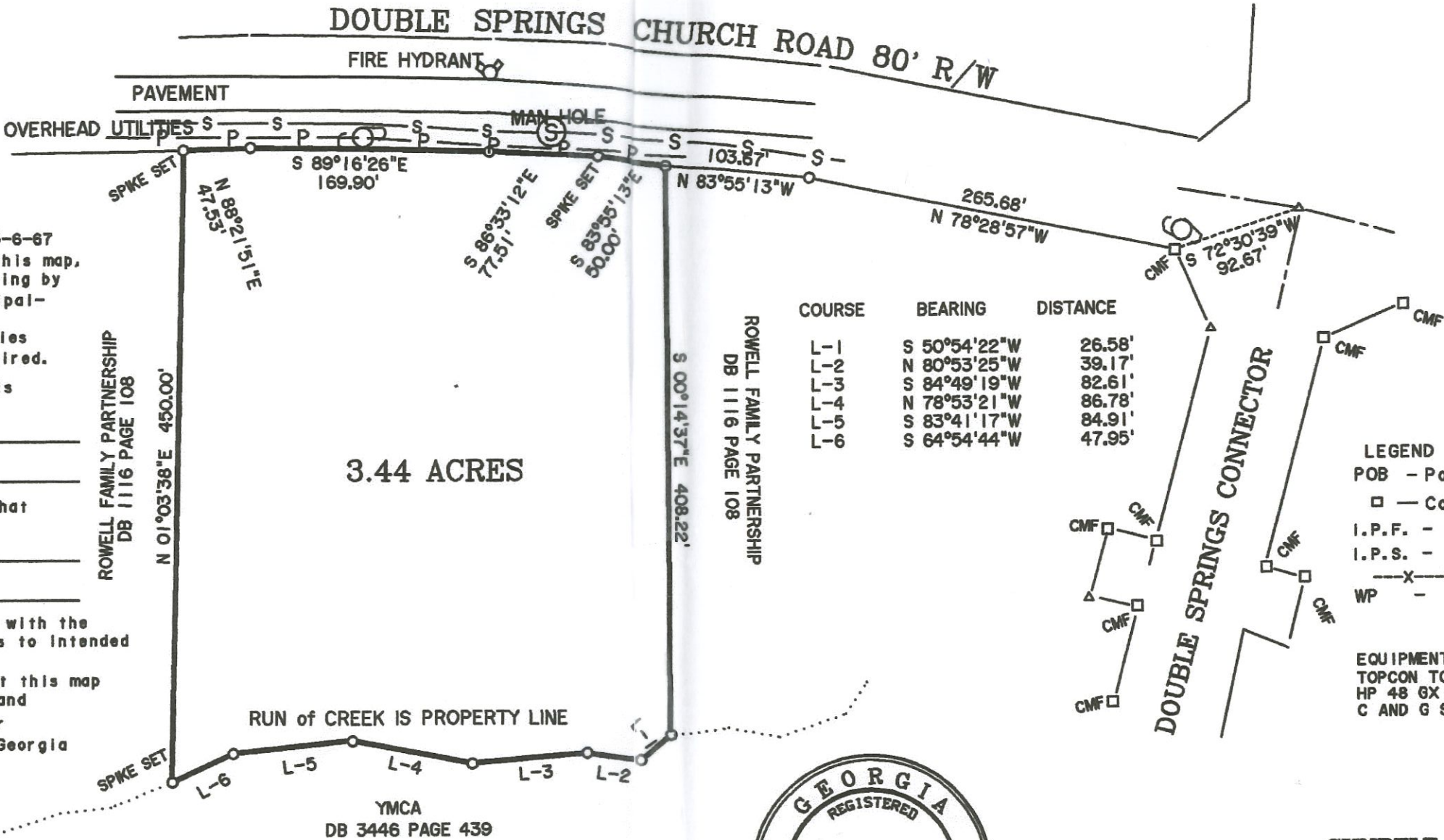
The following governmental bodies have approved this map, plat or plan for filing.

The following governmental bodies have affirmed that approval is not required:

Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser as to intended use of any parcel.
The Registered Land Surveyor further certifies that this map, plat, or plan complies with the minium standards and specifications of the State Board of Registered for Professional Engineers and Land Surveyors and the Georgia Superior Court Clerk's Cooperative Authority.



(WALTONCO/MASSEY)



IN MY OPINION THIS PLAT IS A CORRECT REPRESENTATION OF LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF LAW.



SUNBELT SURVEYORS, INC.
Roger A. Medders R.L.S.
114 N. MAIN STREET
SYLVESTER, GEORGIA 31791
229 - 776 - 4750

FILED AND RECORDED
CLERK SUPERIOR COURT
WALTON COUNTY, GEORGIA

00 MAR 22 PM 4:24

BOOK 1079 PAGE
KATHY K. TROST, CLERK

WALTON COUNTY, GEORGIA
REAL ESTATE TRANSFER TAX

PAID \$ 1097.00
DATE 3-22-00

Kathy K. Trost
CLERK OF SUPERIOR COURT

AFTER RECORDING RETURN TO:
WILLIAM C. MCFEE, JR.
SIMMONS, WARREN, SZCZEBKO & MCFEE, P.A.
315 W. PONCE DE LEON AVENUE, SUITE 850
DECATUR, GEORGIA 30030

LIMITED WARRANTY DEED

THIS INDENTURE, made this 20 day of March, 2000, between EPS RETIREMENT PLAN, L.P., as Grantor, and MICHAEL LEE ROWELL, as Grantee.

WITNESSETH:

That the said Grantor, for and in consideration of Ten Dollars and other valuable consideration, has granted, bargained, sold and conveyed, and by these presents does grant, bargain, sell and convey unto the said Grantee, and the heirs, successors and assigns of Grantee, the following:

An undivided 16.2744% interest (such interest being the entire interest of the Grantor) in and to all those tracts or parcels of land lying and being Land Lots 7, 8, 27, 28, 29, 40, 41, 42, 62 and 63 of the 3rd District of Walton County, Georgia, and partially in the City of Monroe and shown on a survey of Breedlove Property prepared by Hannon Meeks & Bagwell, Surveyors & Engineers, Inc., dated October 31, 1986, last revised May 11, 1988, including Tracts 1-6, and all right, title and interest of Grantor in Tracts 7, 8 and 9, as shown on such survey, less and except a sell-off from Tract 2, which sell-off contains approximately 9.7846 acres. Such property is more particularly described on Exhibit A attached hereto and incorporated herein.

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, and the heirs, successors and assigns of 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, and the heirs, successors and assigns of Grantee, against the claims of all persons claiming by, through or under Grantor.

This conveyance is made subject to the permitted title exceptions attached hereto as Exhibit B.

(CONTINUED)

The terms "Grantor" and "Grantee", and any pronouns relating to Grantor and Grantee, shall be construed and interpreted with such changes in gender and number as the context requires.

IN WITNESS WHEREOF, the said Grantor has caused this instrument to be duly executed, sealed and delivered, the day and year first above written.

EPS Retirement Plan, L.P.

By: Eye Physicians & Surgeons, P.C., general partner

Signed, sealed and delivered
in the presence of:

Ann Yearwood
Witness

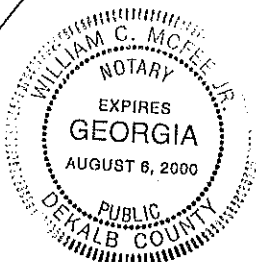
By: Peter A. Gordon
Peter A. Gordon, President

William C. McFee, Jr.
Notary Public
My Commission Expires

Attest: Charles W. McDowell, Jr.
Charles W. McDowell, Jr., Secretary

(Corporate Seal)

Eye Physicians/EPs PS LWD



CONTINUED

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of section 700.2 Table 12 building height of the Zoning Ordinance for Double Springs Church Road. A public hearing will be held on February 19, 2019 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of section 700.2 Table 12 building height of the Zoning Ordinance for Double Springs Church Road. A public hearing will be held on March 12, 2019 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:**

February 3, 2019



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-24-49
Description: Rezone request for 941 Monroe Jersey Rd.

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *approval as requested to more closely match the development pattern and the intended use of truck service and processing.*

Background: This property has been zoned as M1 surrounded by a PCD for many years. The development pattern and intended uses more closely resemble M1 uses. The owner request the rezone to facilitate future growth and economy.

Attachment(s):

See plans attached below.

Date: January 18, 2019

Petition Number: 19-00093

Applicant: Mountain Creek Enterprises, Inc.

Location: 941 Monroe Jersey Road

Proposed Zoning: M1

Existing Zoning: M1-C/PCD

Acreage: 7.54 ac

Proposed Use: Industrial

CODE ENFORCEMENT STAFF RECOMMENDATION

☒ Approve

☐ Deny

☐ Approve with recommended conditions

- (a) The applicant Mountain Creek Enterprises request a rezone for property located at 941 Monroe Jersey Road. The property has 304.64 ft of road frontage on Monroe Jersey Road. The property consist of 7.54 ac. The recommendation of the Code Department is for approval.
- (b) The Property is presently zoned M1-C/PCD
- (c) The requested zoning classification is. M1
- (d) The Future Land Use Plan indicates the property should be Industrial.

Recommended conditions:

RE-ZONING REQUEST ALL TYPES



215 North Broad Street
Monroe, GA 30655
CALLFORINSPECTIONS
770-207-4674 ... Phone
dadkinson@monroega.gov

90

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
19-00093	01/18/2019	\$ 0.00	\$ 200.00	adkinson

NAME + ADDRESS	LOCATION	941 Monroe - Jersey Rd Monroe, GA 30655	USEZONE	PCD/M1	FLOODZONE
			PIN	M0033-001-000	
			SUBDIVISION		
	CONTRACTOR	Mountain Creek Enterprises, Inc.	LOT		
			BLOCK		
			UTILITIES...		
		630 Riverbend Rd Monroe GA 30655	Electric		
			Sewer		
	OWNER	Mountain Creek Enterprises, Inc., 678 522 6560	Gas		
		630 Riverbend Rd Monroe GA 30655	PROJECTID#	941Monroe - JerseyRd-190118-1	
			EXPIRATIONDATE:	06/18/2019	

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR REZONE FROM M1-C/PCD
TO M1 P&Z MTG 2/19/19 @ 5:30 PM -
COUNCIL MTG 3/12/19 @ 6:00 PM 215 N
BROAD STREET

NATURE OF WORK

Other

CENSUS REPORT CODE

875 - * Re-Zoning Request

DIMENSIONS

	#STORIES	
SQUAREFOOTAGE		Sq. Ft.
	#UNITS	
SINGLEFAMILY ONLY		
	#BATHROOMS	
	#BEDROOMS	
	TOTALROOMS	

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date

Approved By

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

19-00093

PERMIT PIN

57732

REZONE APPLICATION FORM

PERMIT NUMBER _____

- I. LOCATION 941 Monroe Jersey Rd, Monroe CA
 COUNCIL DISTRICT 1/3
 MAPNUMBER M
 PARCEL NUMBER M0330001
- II. PRESENT ZONING M1 REQUESTED ZONING M1
- III. ACREAGE 7.54 PROPOSED USE _____
- IV. OWNER OF RECORD Mountain Creek Enterprises
 ADDRESS 630 Riverbend Rd Monroe CA 90655
 PHONE NUMBER 678-522-6560

The following information must be supplied by the applicant. (attach additional pages if needed)

V. ANALYSIS:

1. A description of all existing uses and zoning of nearby property
within the M1 designation there is a biodiesel plant. In the PD area there is a shop, offices, and a battery warehouse. Because past control is I1, Neighbors are A1
2. Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification
The current tenant Dean to Engr Energy is requiring a shop to service its vehicles. This use is needed for the success of the tenant.
3. The existing value of the property contained in the petition for rezoning under the existing zoning classification
\$233,000
4. The value of the property contained in the application for rezoning under the proposed zoning Classification
Most likely the same
5. A description of the suitability of the subject property under the existing zoning classification
Because that area of the land is PD it does not allow for a truck shop.
6. A description of the suitability of the subject property under the proposed zoning classification of the property
M1 designation would allow for a truck shop

Rezoning Application
Page Two (2)

7. A description of any existing use of property including a description of all structures presently occupying the property The current property has 4 buildings. The Broadwell plant is located on the M1 section. The other 3 buildings (office, shop, building, plant) are located on the PCD section.
8. The length of time the property has been vacant or unused as currently zoned The property is currently in use
9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification N/A

Applications found to be incomplete or incorrect will be rejected. See the attached calendar for deadline dates. It is the responsibility of the applicant and not the staff to ensure that a complete and accurate application is submitted.

LEGAL DESCRIPTION OF PROPERTY

Rezoning Application
Page Three (3)

Wherefore, applicant prays that the procedures incident to the presentation of this petition be taken, and the property be rezoned accordingly.

Owner of property (signature) [Signature]

Address 630 Riverbend Rd Marietta GA 30065

Phone Number 678-522-6560

Attorney/Agent (signature) _____

Address _____

Phone Number _____

Personally appeared before me the above applicant named Mountain Creek Enterprise who on oath says that he/she is the Owner for the foregoing, and that all the above statements are true to the best of his/her knowledge.

[Signature]

(Notary Public)

1-17-19

(Date)

My Commission Expires 9-8-20



Rezoning Application
Page Four (4)

What method of sewage disposal is planned for the subject property?

☐ Sanitary Sewer

☒ Septic Tank

The following information must be included in the application material requesting an annexation or zoning change from M1-PD to M1 located at 441 Monroe Jersey Rd, containing 7.54 acre(s), property owner being Mountain Creek Enterprises filed on 1/14/19.

CHECK LIST - APPLICATION MATERIAL

- ☒ Application Fee (\$100.00 Application Fee Single Family Rezoning)
(\$300.00 Application Fee Multi Family Rezoning)
(\$200.00 Application Fee Commercial Rezoning)
(Application fee For Annexation is the same as a Rezone)
- ☒ The completed application form (one original with original signatures)
- ☐ Special Conditions made part of the rezoning/annexation request
- ☐ Legal Description
- ☐ Survey plat of property showing bearings and distances and:
 - ☐ abutting property owners
 - ☐ the zoning of abutting property
 - ☐ the current zoning of the subject property
- ☐ Development Plan (two full size and one 11x17)
- ☐ Site plan of the property at an appropriate scale
 - ☐ the proposed use
 - ☐ internal circulation and parking
 - ☐ landscaping
 - ☐ grading
 - ☐ lighting
 - ☐ drainage
 - ☐ amenities
 - ☐ buildings
 - ☐ buffers
- ☐ Additional information that may be required by the Code Enforcement Officer:

☐ Monroe Utilities Network Availability Letter

Application Material-Section 1421.4 of the Zoning Ordinance outlines the specific items to be included on the site plan:

Rezoning Application
Page five (5)

For any application for P, B-1, B-2, B-3 or M-1 districts the site plan shall identify: (circle the appropriate district applied for)

- ☐ the maximum gross square footage of building area
- ☐ the maximum lot coverage of building area
- ☐ the minimum square footage of landscaped area
- ☐ the maximum height of any structure
- ☐ the minimum square footage of parking and drive areas
- ☐ the proposed number of parking spaces

For any application for the R-1, R-1A, R-2 or MH districts the site plan shall additionally identify: (circle the appropriate district applied for)

- ☐ the maximum number of residential dwelling units
- ☐ the minimum square footage of heated floor area for any residential dwelling unit
- ☐ the maximum height of any structure
- ☐ the minimum square footage of landscaped area
- ☐ the maximum lot coverage of building area
- ☐ the proposed number of parking spaces
- ☐ on all rezoning applications a revised site plan to be approved at a later date by the Mayor and City Council may be required
- ☐ yes no Applicant site plan indicates a variance requested
- ☐ for any application for multi-family residential uses, the site plan shall also identify the maximum height of any structure, location of amenities, and buffer areas: and,
- ☐ any other information as may be reasonably required by the Code Enforcement Officer.

Any applicant requesting consideration of a variance to any provision of the zoning ordinance as shown on the required site plan shall identify the variance(s) and identify for each variance shown the following information which shall confirm that the following condition(s) exist:

- ☐ 1. Any information which identifies that there are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography that are not applicable to other lands or structures in the same district.
- ☐ 2. Any information whereby a literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties of the district in which the property is located.
- ☐ 3. Any information supporting that granting the variance requested will not confer upon the property of the applicant any special privileges that are denied to other properties of the district in which the applicant's property is located.
- ☐ 4. Information clearly showing that the requested variance will be in harmony with the purpose and intent of this Ordinance and will not be injurious to the neighborhood or to the general welfare.
- ☐ 5. Information that the special circumstances are not the result of the actions of the applicant.
- ☐ 6. A description of how the variance requested is the minimum variance that will make possible the legal use of the land, building, or structure in the use district proposed.
- ☐ 7. Information indicating the variance is not a request to permit a use of land, buildings, or structures, which are not permitted by right in the district involved.

COMMENTS

Disclosure of Campaign Contributions and/or gifts:

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 filing shall be within ten (10) days after the application is made, and in the case of a supporter or opponent, filing shall be at least five (5) days before the first public hearing.

I hereby withdraw the above application: Signature: _____ Date: _____

Appendix 4 - Description of location – Warranty Deed

1-4
HB

Return To:
Preston & Malcom, P.C.
110-112 Court Square
Post Office Box 984
Monroe, Georgia 30655
File No.: 05-21045



Deed Doc: WD
Recorded 06/09/2006 12:45PM
Georgia Transfer Tax Paid : \$293.20

KATHY K. TROST
CLERK SUPERIOR COURT, WALTON COUNTY
Bk 02485 Pg 0279

[Space above this line for recording data]

WARRANTY DEED

STATE OF GEORGIA
COUNTY OF WALTON

THIS INDENTURE, made the 9th day of June, in the year two thousand six, between

ADO, INC. and JP SHEA INVESTMENTS, INC.

of the County of Walton, and State of Georgia, as party or parties of the first part, hereinafter called Grantor,
and

MOUNTAIN CREEK ENTERPRISES, INC.

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 Dollars and No/100----- (\$10.00) DOLLAR in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee,

All that tract or parcel of land, together with all improvements thereon, situate, lying and being in the State of Georgia, County of Walton, located in Land Lot 1 of the 3rd Land District, containing 7.401 acres as shown by a plat of survey entitled "Survey for Gerald Atha", prepared by Brewer & Dudley, L.L.C., certified by John F. Brewer, Georgia Registered Land Surveyor No. 2115, dated February 20, 2003, recorded in Plat Book 90, Page 97, Clerk's Office, Walton Superior Court. Reference to said plat of survey and the record thereof being hereby made for a more complete 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, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND 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 whomsoever.

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

Signed, sealed and delivered in the presence of:

Amv...
Unofficial Witness

Patricia Lynn Aultman
Notary Public



SEAL AFFIXED

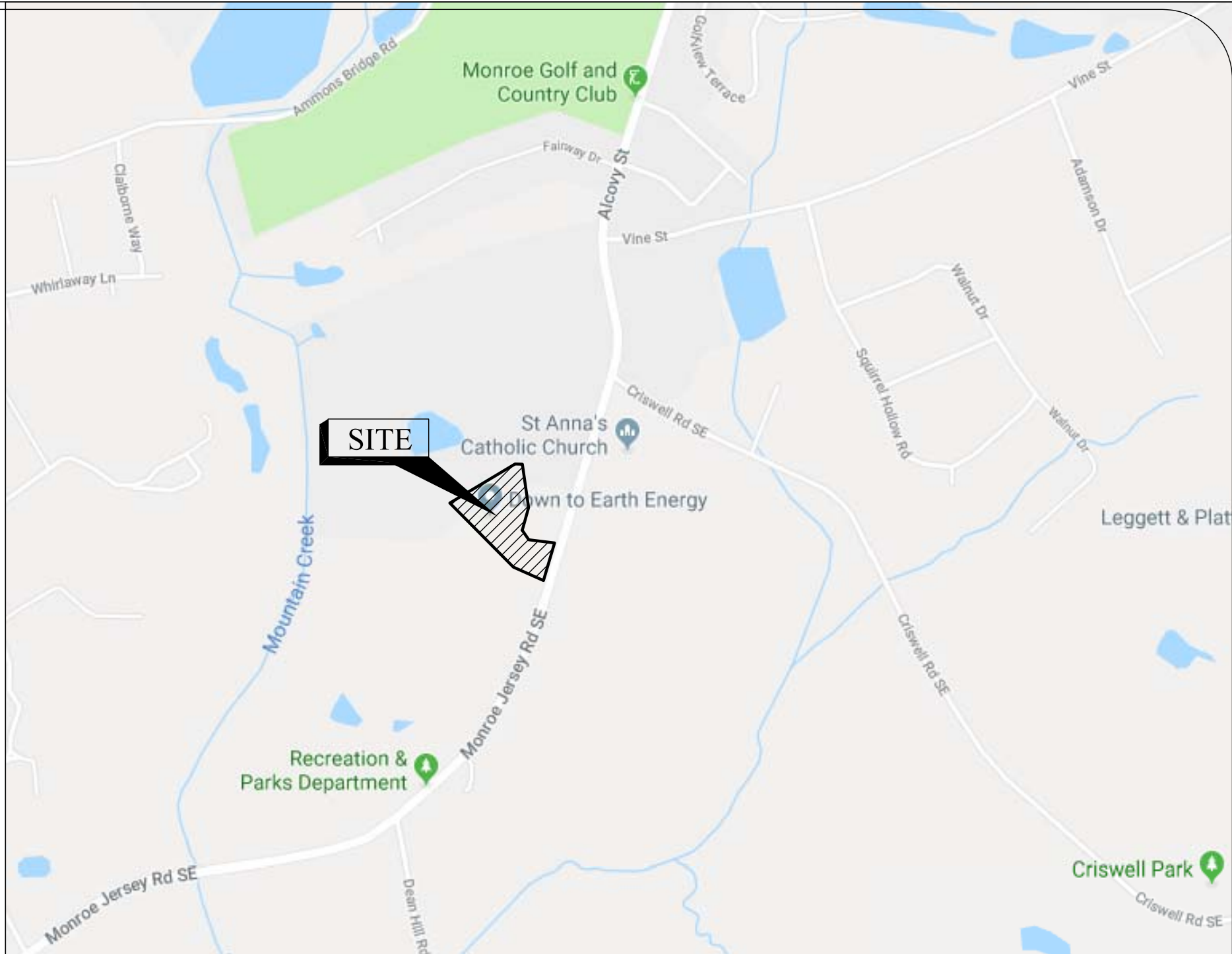
ADO, INC.

By: A. Dale Overstreet (SEAL)
A. DALE OVERSTREET, CEO/PRESIDENT

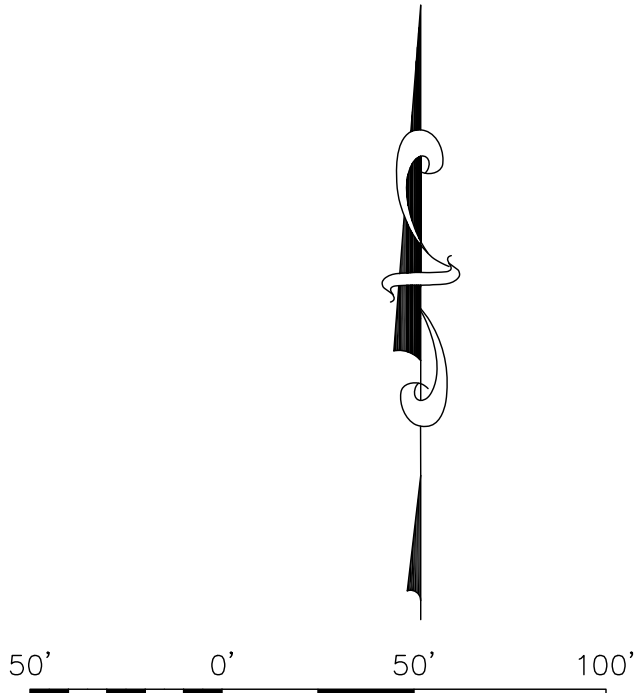
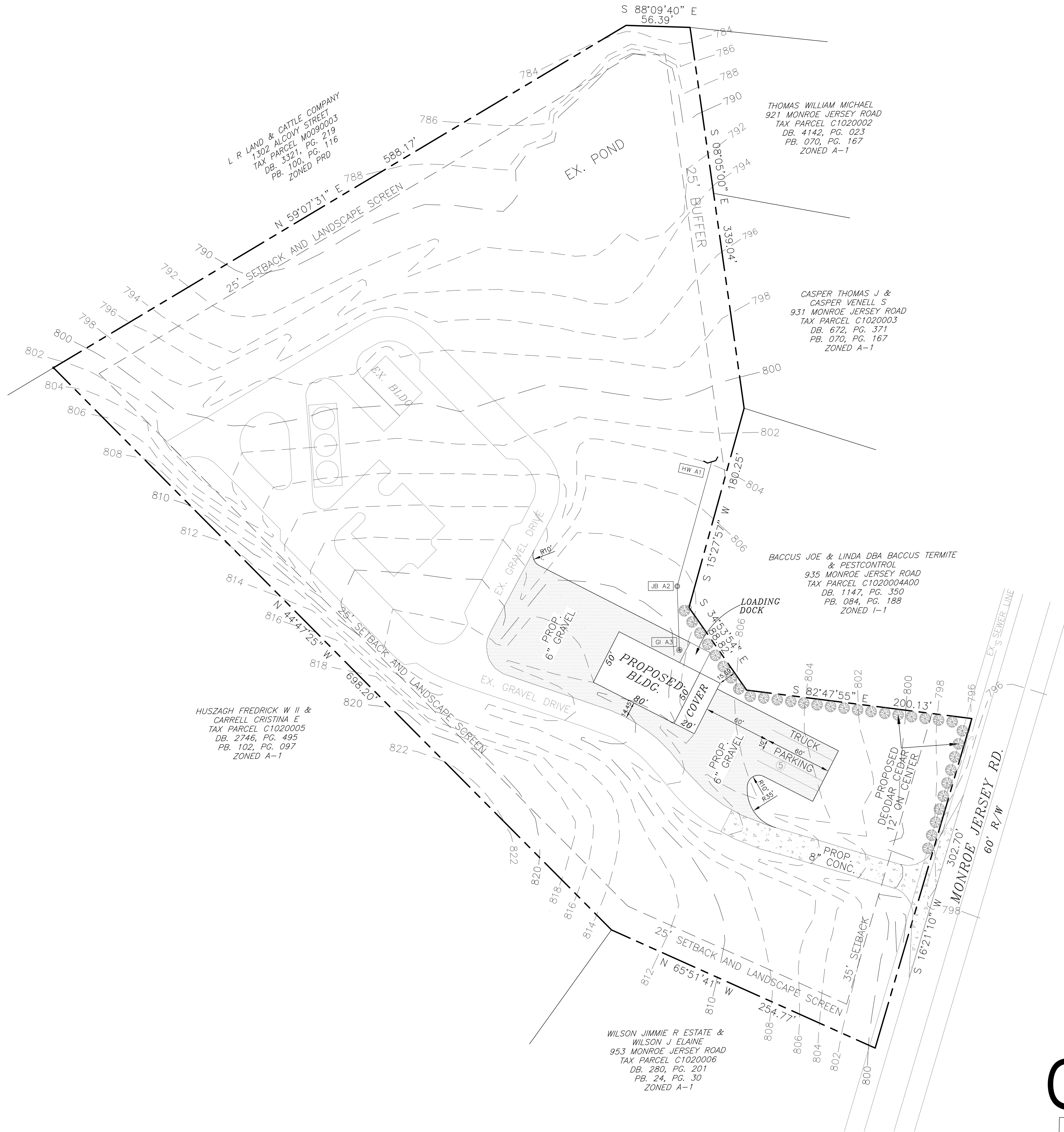
SEAL AFFIXED
JP SHEA INVESTMENTS, INC.

By: John P. Shea (SEAL)
JOHN P. SHEA, CEO/PRESIDENT

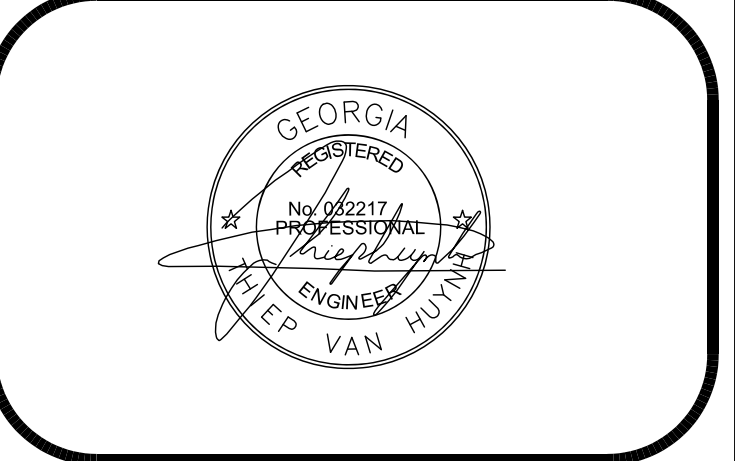
SEAL AFFIXED



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
© 2018
Alcovy Surveying & Engineering, Inc. - ALL RIGHTS RESERVED
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CONCEPT PLAN

**PROPOSED
DOWN TO EARTH
ENERGY
BIODIESEL NDSS
EXPANSION**

PARCEL: M0330001
LAND LOT: 1
DISTRICT 3RD
941 MONROE JERSEY ROAD
WALTON COUNTY, GA

DATE: 12/05/2018
SCALE: 1"=50'

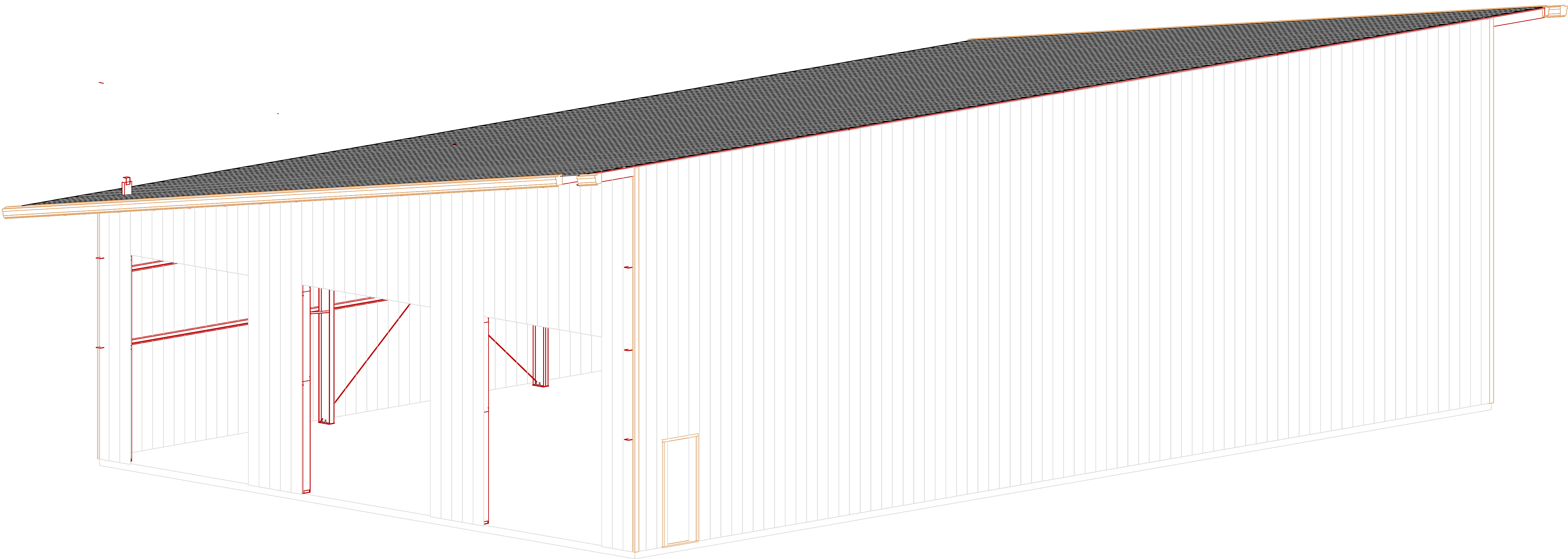
OWNER / DEVELOPER
DOWN TO EARTH ENERGY
941 MONROE-JERSEY ROAD
MONROE, GA 30655

24 HOUR - EMERGENCY CONTACT
RICK HUSZAGH
678-522-6560

REVISIONS		
NO.	DATE	DESCRIPTION

JOB No. 09-025
C-1

NOT FOR CONSTRUCTION



This drawing is not for construction. This drawing is intended to depict general building information and is solely for sales presentation purposes. For clarity of presentation, items depicted may be different from actual design and final drawings. In the event of conflict between this drawing and the purchase order, the purchase order shall prevail.

3D FRONT LEFT - (A) 90 x 55



A&S Building Systems
1880 Hwy. 116
Caryville, TN 37714

Customer:
Down to Earth Energy
941 Monroe Jersey Rd.
Monroe, GA 30655

Builder:
Andersson Metal Building Erectors, Inc.
2617 Abbott Lake Rd.
Conyers, GA 30094

CONTACT: Stefan T. Sydnor

PHONE: (770) 326-1111

Drawing Status:

☐ Preliminary
☐ For Approval

☐ For Construction Permit
☐ For Erector Installation

Scale: NOT TO SCALE

VERSION	PAPER SIZE
ASTEK-II 7.4.2	22x34

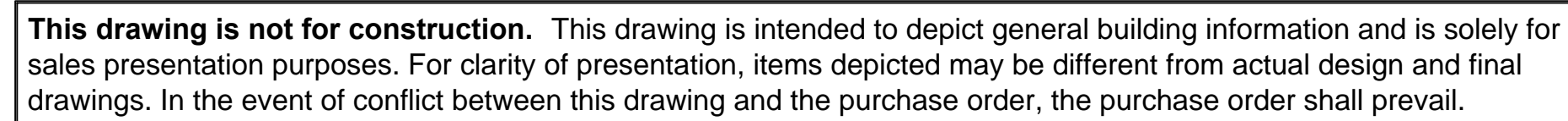
ESTIMATOR	DATE
Stefan	10/23/018

JOB NAME
Down to Earth Energy

MEMBER




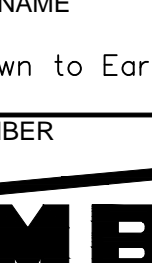
The engineer whose seal appears hereon is an employee for the manufacturer for the materials described herein. Said seal or certification is limited to the products designed and manufactured by manufacturer only. The undersigned engineer is not the overall engineer of record for this project.



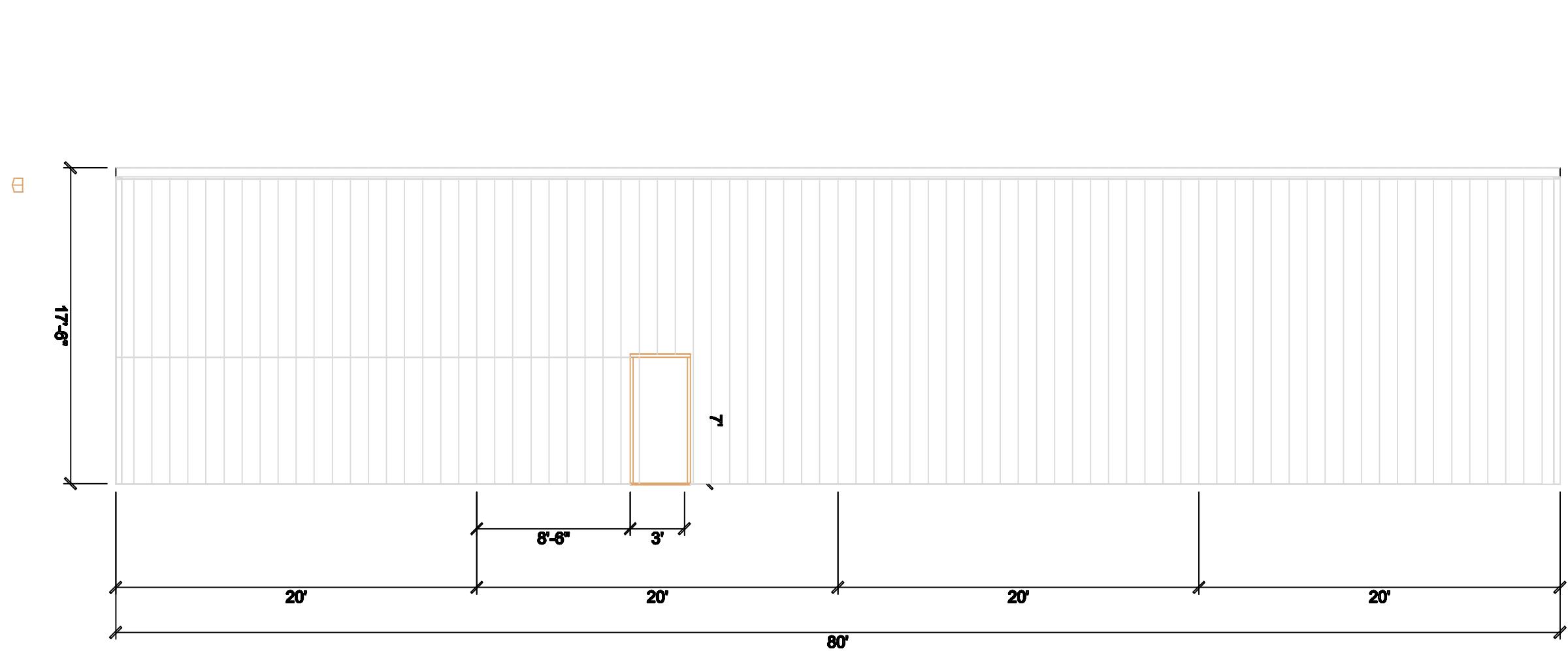
MANUFACTURER RESERVES THE RIGHT TO CHANGE THE FINAL DESIGN. IF DESIGN INFORMATION (IE. CLEARANCES, BASE PLATE/ANCHOR ROD DESIGN) IS TO BE USED FOR CONSTRUCTION MANUFACTURER MUST BE NOTIFIED PRIOR TO ACCEPTANCE OF ORDER.

IT IS THE BUILDERS RESPONSIBILITY TO COMMUNICATE
TO MANUFACTURER THE NEED TO HOLD TO ANY
PRELIMINARY DESIGN INFORMATION PROVIDED BY
MANUFACTURER! MANUFACTURER WILL NOT BE LIABLE
FOR ANY CHANGES IN FINAL DESIGN IF THE BUILDER
DOES NOT COMMUNICATE TO MANUFACTURER!

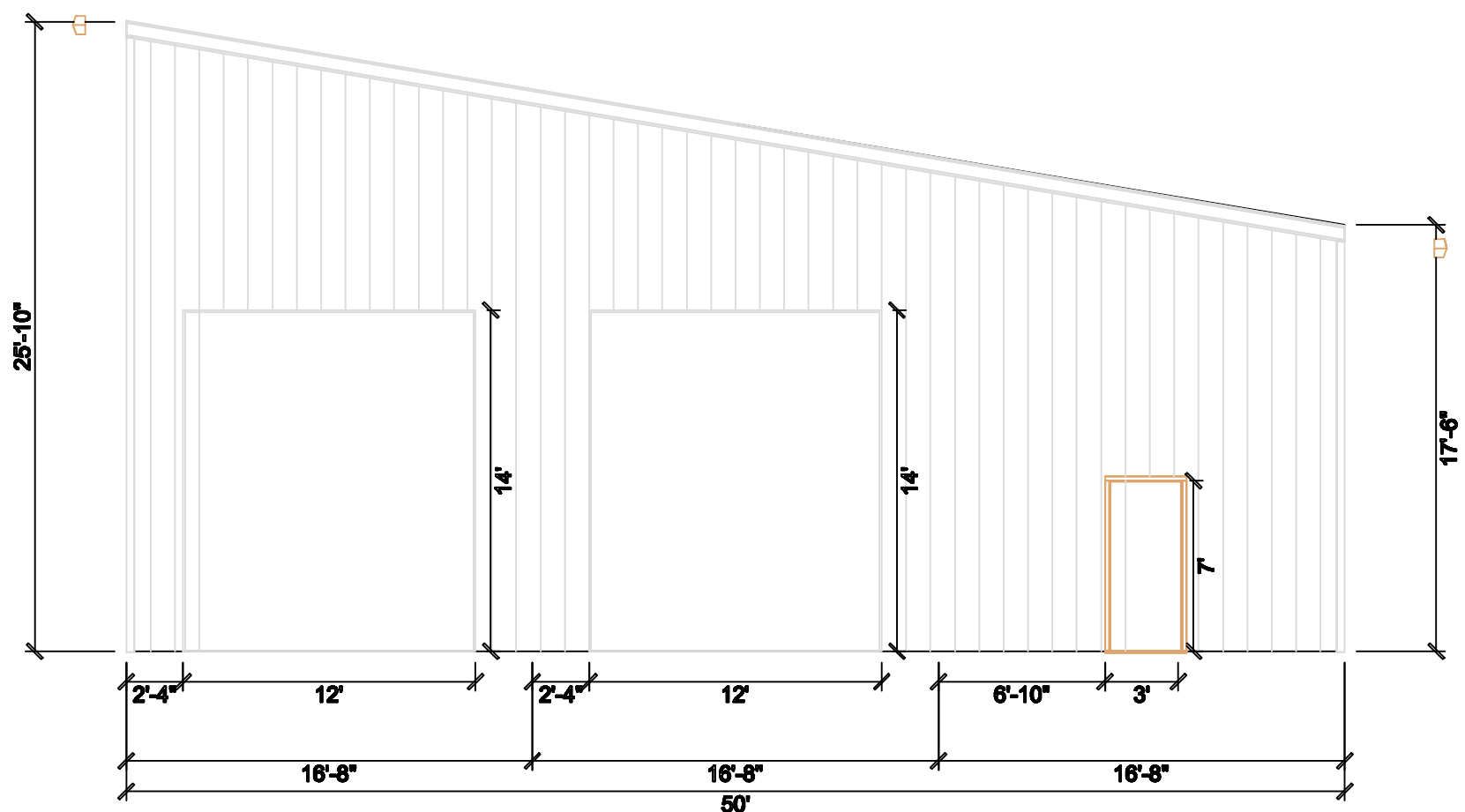
CROSS SECTION AT FRAME LINE "3" - (A) 90 x 55

		A&S Building Systems 1880 Hwy. 116 Caryville, TN 37714	
Scale: _____		Scale: _____	
ESTIMATOR Stefan		DATE 10/23/018	
JOB NAME Down to Earth Energy			
MEMBER 			
The engineer whose seal appears herein is an employee for the manufacturer for the materials described herein. Said seal or certification is limited to the products designed and manufactured by manufacturer only. The undersigned engineer is not the overall engineer of record for this project.			

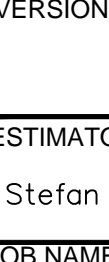
Back Wall



Right Wall



ARCHITECTURAL - (A) 90 x 55

		A&S Building Systems 1880 Hwy. 116 Catville, TN 37714	
A&S BUILDING SYSTEMS		<i>Customer:</i> Down to Earth Energy 941 Monroe Jersey Rd. Monroe, GA 30655	
<i>Builder:</i> Andersson Metal Building Erection, Inc. 2617 Abbott Lake Rd. Conyers, GA 30094		<i>CONTACT:</i> Stefan T. Sydnor	
Scale: _____ NOT TO SCALE _____		Drawing Status: <input type="checkbox"/> Preliminary <input type="checkbox"/> For Approval	
VERSION _____		PAPER SIZE 22x34	
ESTIMATOR Stefan		DATE 10/23/018	
JOB NAME Down to Earth Energy			
MEMBER 			
The engineer whose seal appears hereon is an employee for the manufacturer for the materials described herein. Said seal or certification is limited to the products designed and manufactured by manufacturer only. The undersigned engineer is not the overall engineer of record for this project.			

**NOTICE TO THE PUBLIC
CITY OF MONROE**

**A petition has been filed with the
City of Monroe requesting the
property at 941 Monroe-Jersey Rd to
be rezoned from PCD/M1 to M1
A public hearing will be held before
the Monroe Planning and Zoning
Commission at City Hall Auditorium at
215 N. Broad Street on February 19, 2019
at 5:30 P.M. All those having an
interest should be present to voice
their interest.**

**A petition has been filed with the
City of Monroe requesting the
property at 941 Monroe-Jersey Road to
be rezoned from PCD/M1 to M1
A public hearing will be held before
The Mayor and City Council
at the City Hall Auditorium at
215 N. Broad Street on March 12, 2019
at 6:00 P.M. All those having an
interest should be present to voice
their interest.**

**PLEASE RUN ON THE
FOLLOWING DATE:**

February 3, 2019



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-24-49
Description: Variance request for 941 Monroe Jersey Rd.

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *approval as requested to reduce the side setback requirement to the requested 25'*

Background: This property has been zoned as M1 surrounded by a PCD for many years. The development pattern and intended uses more closely resemble M1 uses. This variance is concurrent with a re-zoning request to make the entire parcel M1. The required side yard setback in M1 zoning prior to 07-01-14 was 0'. Currently the M1 required side yard setback is 50'. The property owner will provide required screening and buffering as depicted on the submitted plan if the variance is granted.

Attachment(s):

See plans attached below.

Date: January 18, 2019

Petition Number: 19-00094

Applicant: Mountain Creek Enterprises, Inc.

Location: 941 Monroe Jersey Road

Existing Zoning: M1-C/PCD

Acreage: 7.54 ac

Proposed Use: Industrial

CODE ENFORCEMENT STAFF RECOMMENDATION

☒ Approve

☐ Deny

☐ Approve with recommended conditions

1. The applicant Mountain Creek Enterprises, Inc. is requesting a variance of section 700.3 Table 13 for reducing side setback from 50' to 25'. The property consists of 7.54 ac. It is zoned M1-C/PCD. The property has approximately 304.64 ft of road frontage on Monroe Jersey Road. The Code Department recommends approval.

Recommended conditions:

ZONING VARIANCE REQUEST



215 North Broad Street
Monroe, GA 30655
CALLFORINSPECTIONS
770-207-4674 ... Phone
dadkinson@monroega.gov

106

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
19-00094	01/18/2019	\$ 0.00	\$ 200.00	adkinson

N
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LOCATION **941 Monroe - Jersey Rd**
Monroe, GA 30655

USEZONE **PCD/M1**

PN **M0033-001-000**

FLOODZONE

SUBDIVISION

CONTRACTOR

Mountain Creek Enterprises, Inc.

LOT

BLOCK

630 Riverbend Rd
Monroe GA 30655

UTILITIES...

Electric

Sewer

Gas

OWNER **Mountain Creek Enterprises, Inc., 678 522 6560**

630 Riverbend Rd
Monroe GA 30655

PROJECTID# **941Monroe -**
JerseyRd-190118-1

EXPIRATIONDATE: **06/18/2019**

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR VARIANCE OF SECT 700.3
TABLE 13 SIDE SETBACK P&Z MTG 2/19/19
@ 5:30 PM -COUNCIL MTG 3/12/19 @ 6:00
PM 215 N BROAD STREET

NATURE OF WORK

Other

CENSUS REPORT CODE

880 - * Zoning Variance Request

DIMENSIONS

#STORIES

SQUAREFOOTAGE

Sq. Ft.

#UNITS

SINGLE FAMILY ONLY

#BATHROOMS

#BEDROOMS

TOTAL ROOMS

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date

Approved By

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

19-00094

PERMIT PIN

57735



Variance/Conditional Use Application

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

Meeting of: _____

Your representative must be present at the meeting

Street address 941 Monroe Jersey Rd Council District 1 / 3 Map and Parcel # M0330001
Zoning M1 PCD Acreage 7.54 Proposed Use M1/Shop Road Frontage 285 ft. / on
_____ (street or streets)

Applicant
Name Rick Huszagh
Address 630 Riverbend Rd Monroe
Phone # 678-522-6560

Owner
Name Mountain Creek Enterprises
Address 630 Riverbend Rd Monroe
Phone # 678-522-6560

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:

Truck Shop for serving Down to Earth Energy semi and vacuum trucks. Down to Earth Energy will be the occupant with one employee in the shop from 8am to 5pm. Trucks to be serviced are in the existing yard.

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

The shop will be located on the 7.5 acres on which Down to Earth Energy is a tenant. The current use is M1 where the biodiesel plant exists and PCD where offices are located.

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):

Due to the nature of the lot dimensions and the proximity to Breaux Pest Control on parcel # C1020004400 which is zoned I1 we are needing the shop building to be 25' from the property line. The current buffer required is 50'.

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:

The structure is 50'x80' and has a pitched roof with a height of 17'6" in the front and 25'10" in the back facing Breaux Pest Control. The buffer will be landscaped with evergreen trees. The roof will have solar panels installed.

State the particular hardship that would result from strict application of this Ordinance:

Due to the positioning of the building in relation to the entrance of trucks into the facility the building needs to be situated as close to the Breaux property line as possible to allow trucks to drive through the shop.

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  Date: 1/17/19

**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: _____

Date: _____

Notary Public

Commission Expires: _____

I hereby withdraw the above application: Signature _____ Date _____

Appendix 4 - Description of location – Warranty Deed

1-4
HB

Return To:
Preston & Malcom, P.C.
110-112 Court Square
Post Office Box 984
Monroe, Georgia 30655
File No.: 05-21045



Deed Doc: WD
Recorded 06/09/2006 12:45PM
Georgia Transfer Tax Paid : \$298.20

KATHY K. TROST
CLERK SUPERIOR COURT, WALTON COUNTY
Bk 02485 Pg 0279

[Space above this line for recording data]

WARRANTY DEED

STATE OF GEORGIA

COUNTY OF WALTON

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ADO, INC. and JP SHEA INVESTMENTS, INC.

of the County of Walton, and State of Georgia, as party or parties of the first part, hereinafter called Grantor, and

MOUNTAIN CREEK ENTERPRISES, INC.

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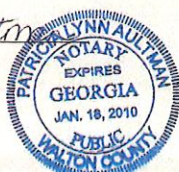
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Signed, sealed and delivered in the presence of:

Unofficial Witness
Unofficial Witness

Notary Public
Notary Public



SEAL AFFIXED

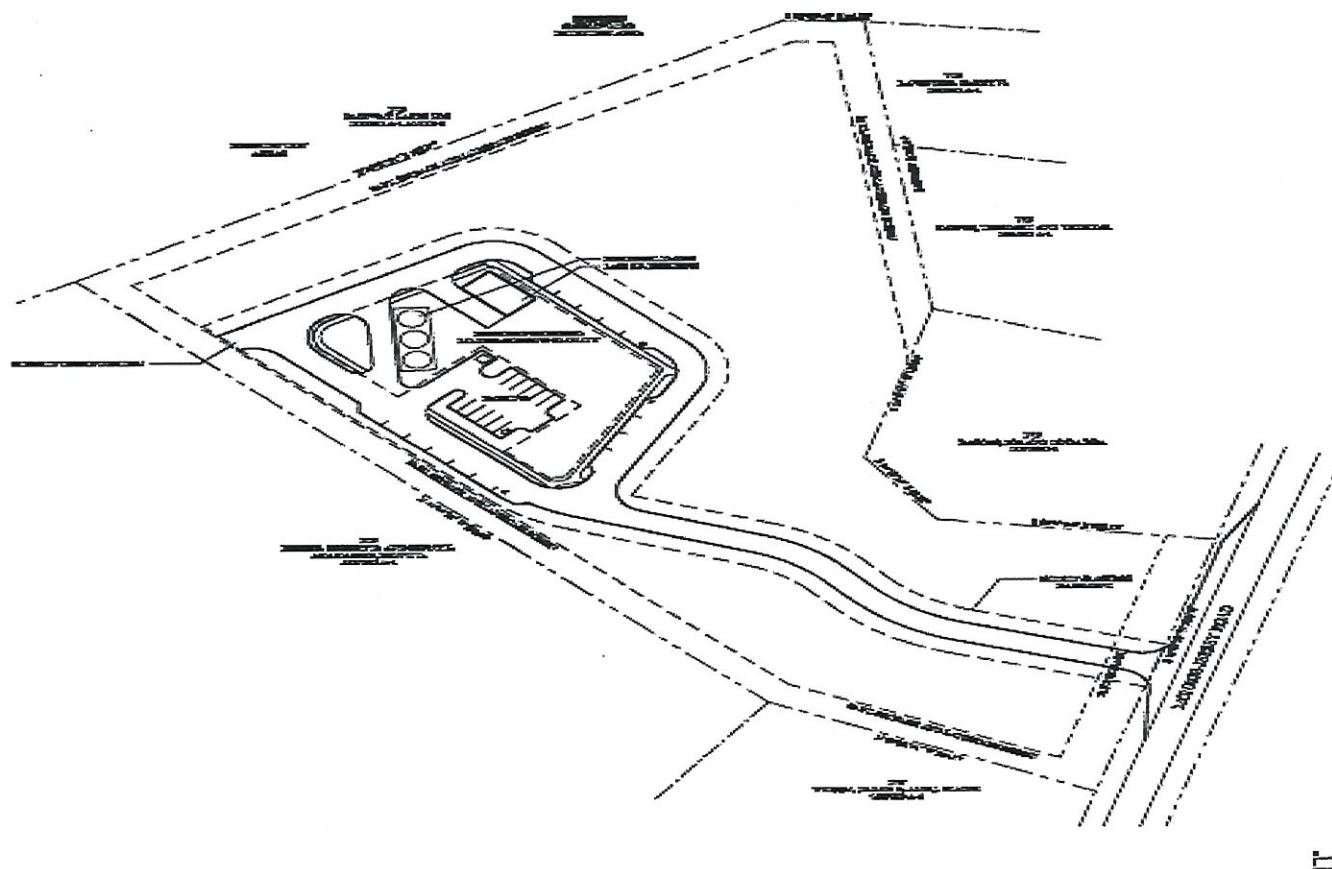
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JP SHEA INVESTMENTS, INC.

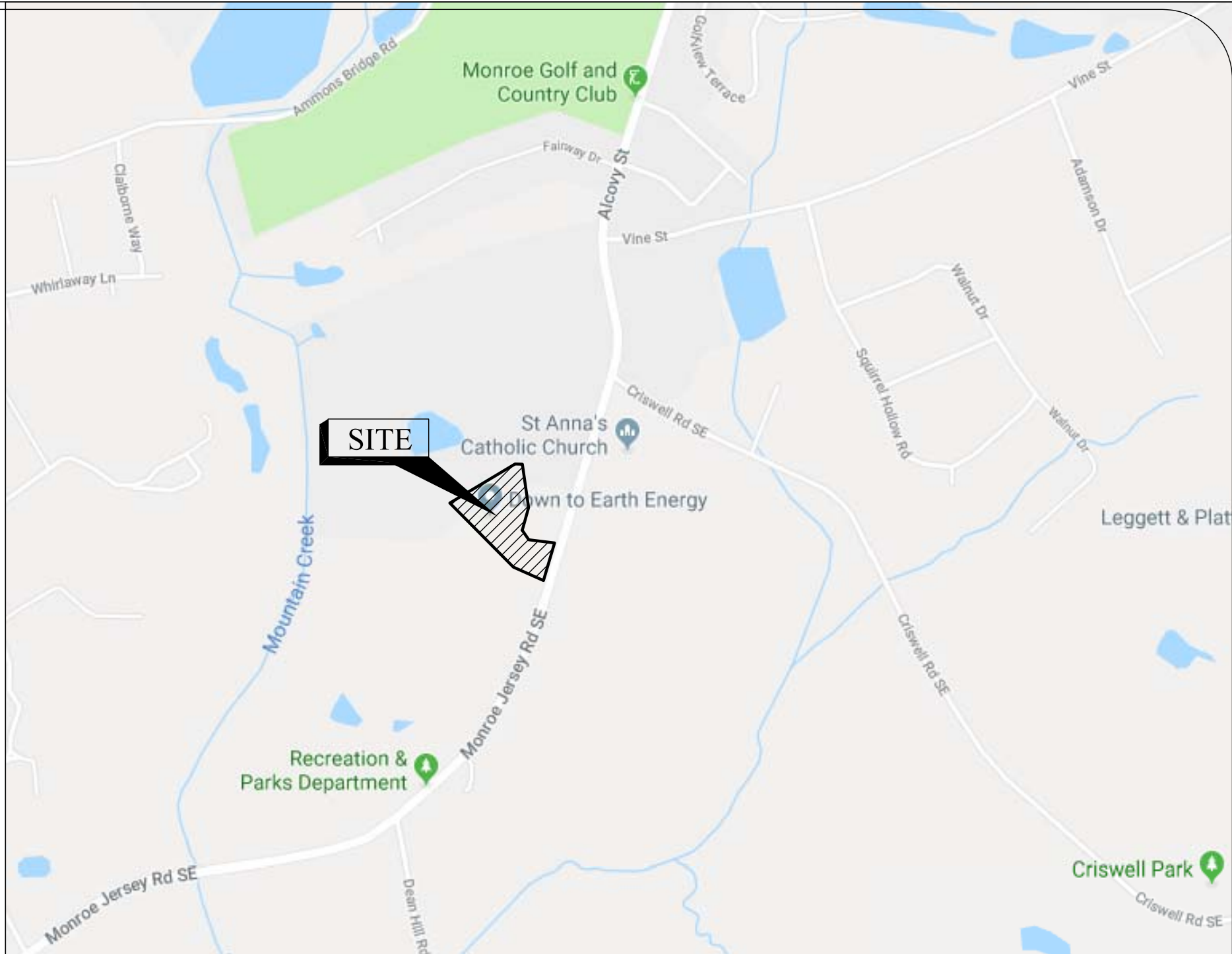
By: *John P. Shea* (SEAL)
JOHN P. SHEA, CEO/PRESIDENT

SEAL AFFIXED

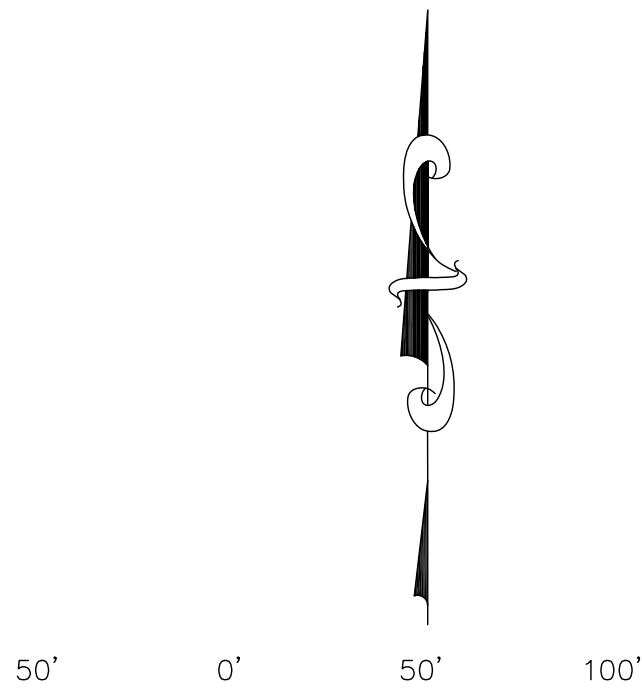
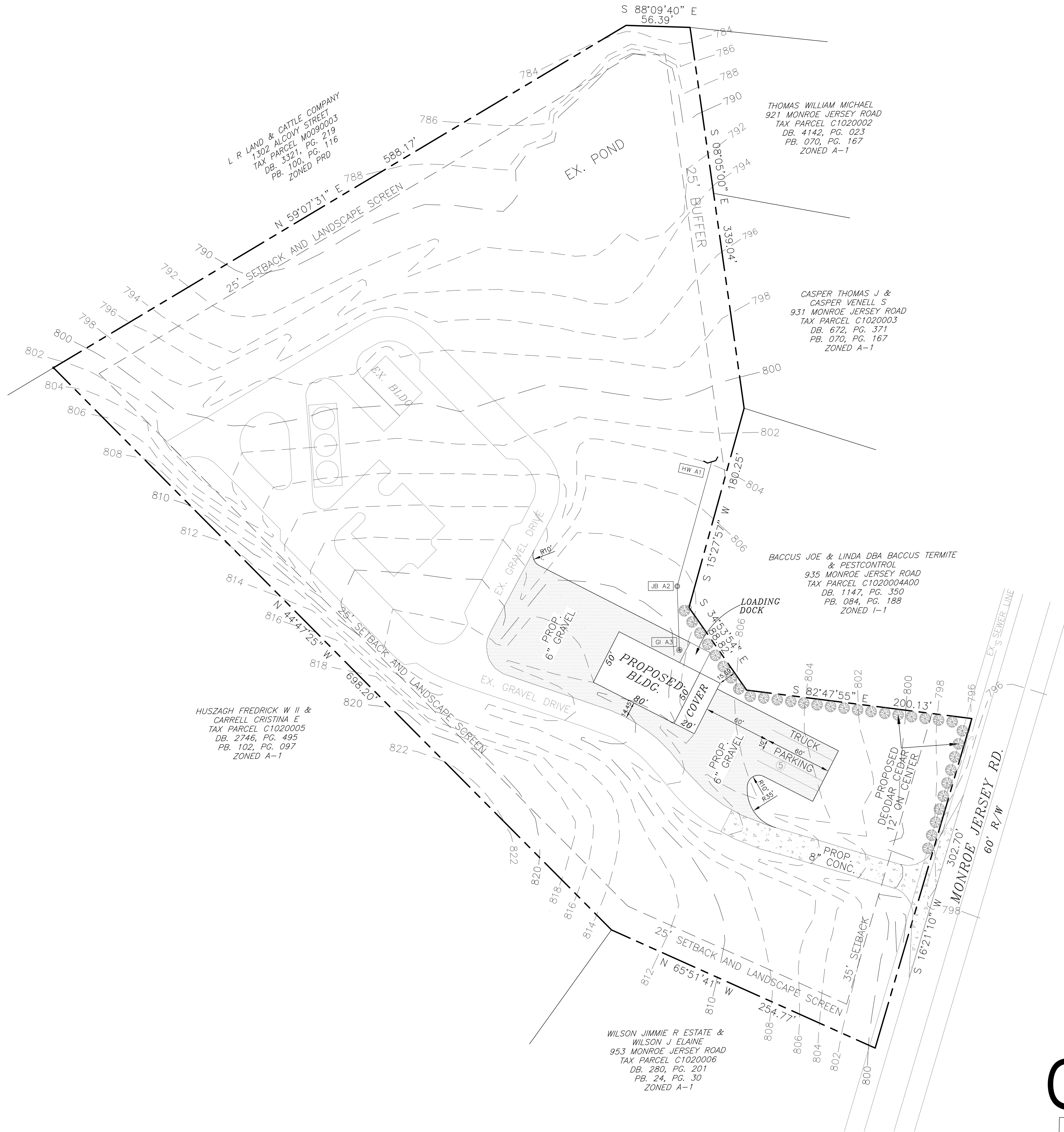


JOB No. 09-025

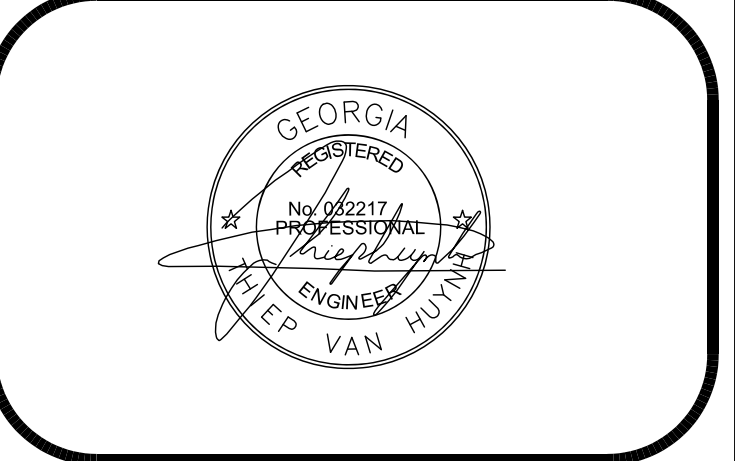
RZ



VICINITY MAP
N.T.S.



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SURVEYING & ENGINEERING, INC.
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2205 Highway 81 South
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tip@alcovyse.com
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CONCEPT PLAN

**PROPOSED
DOWN TO EARTH
ENERGY
BIODIESEL NDSS
EXPANSION**

PARCEL: M0330001
LAND LOT: 1
DISTRICT 3RD
941 MONROE JERSEY ROAD
WALTON COUNTY, GA

DATE: 12/05/2018
SCALE: 1"=50'

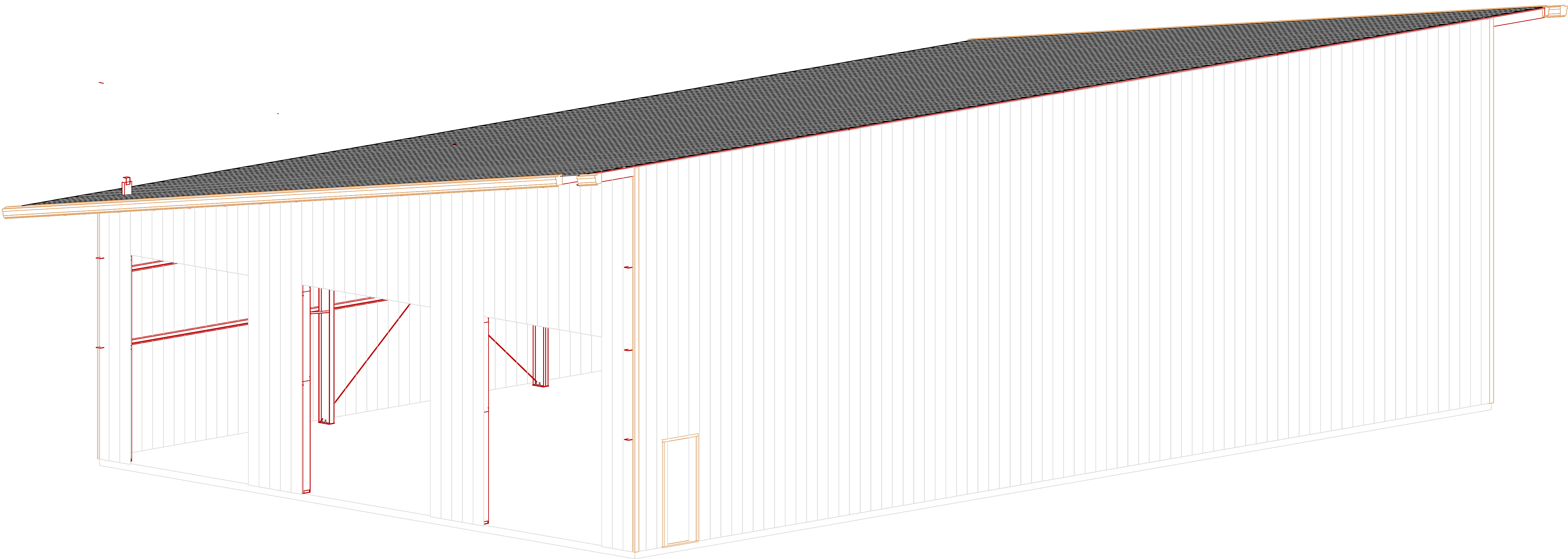
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24 HOUR - EMERGENCY CONTACT
RICK HUSZAGH
678-522-6560

REVISIONS		
NO.	DATE	DESCRIPTION

JOB No. 09-025
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VERSION	PAPER SIZE
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ESTIMATOR	DATE
Stefan	10/23/018

JOB NAME
Down to Earth Energy

MEMBER



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2018 AD VALOREM TAX NOTICE FOR THE COUNTY OF WALTON

YEAR	BILL NUM	ACCOUNT NUMBER	DI	LOCATION/DESCRIPTION	MAP/PARCEL	FAIR MARKET VALUE
2018	025605	512100 010	1	7.40AC	M 33 1	233,000
TAXING ENTITY	ASSESSMENT	EXEMPTION	TAXABLE VALUE	MILLAGE RATE	CREDITS	TAXES DUE
COUNTY	93200		93200	.0109050		
SCHOOL	93200		93200	.0186000	223.68	1,016.35
SCH BOND	93200		93200	.0026000		1,733.52
CITY TAX	93200		93200	.0052980		242.32
CITY BOND	93200		93200	.0019790	379.79	493.77
						184.44

TOTAL SCHOOL TAXES 1,975.84
 TOTAL COUNTY TAXES 1,016.35
 TOTAL CITY TAXES 678.21

MOUNTAIN CREEK
 ENTERPRISES INC
 630 RIVERBEND RD SE
 MONROE GA 30655-5966

PAYMENT MUST BE MADE ON OR BEFORE
 NOVEMBER 15, 2018
 YOUR CANCELLED CHECK IS YOUR RECEIPT

TOTAL TAX DUE 3,670.40
 CREDITS ARE LISTED FOR INFORMATION PURPOSES ONLY
 WALTON CO. TAX COMM.
 303 S. HAMMOND DRIVE
 SUITE 100
 MONROE, GA. 30655

This bill is not sent to your mortgage company. If you have an escrow account, please forward a copy to your mortgage company. 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 4/01/2019 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 4/01/2019 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 22.678
 Reduction in mill rate due to rollback to taxpayers of sales tax proceeds this previous year 6.475
 Actual mill rate set by local officials 16.203

pd 11/2/18
 mailed
 ck 6758

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of section 700.3 Table 13 side setbacks of the Zoning Ordinance for 941 Monroe-Jersey Road. A public hearing will be held on February 19, 2019 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of section 700.3 Table 13 Side Setbacks of the Zoning Ordinance for 941 Monroe-Jersey Road. A public hearing will be held on March 12, 2019 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:**

February 3, 2019



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-23-19
Description: An ordinance to amend the Official Zoning map of the City of Monroe

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *Approval of 03-12-19 version of the updated Official Zoning map of the City of Monroe*

Background: This is a periodic update to the Official Zoning map of the City of Monroe

Attachment(s): See map below.

AN ORDINANCE TO ADOPT THE OFFICIAL ZONING MAP OF THE CITY OF MONROE,
GEORGIA

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

ARTICLE I.

The “Official Zoning Map, City of Monroe, GA” as shown in the attached Exhibit A, attached hereto and incorporated fully herein by reference, and currently displayed at this public meeting, and having been made available for public review at City Hall at all times since January 30, 2019, leading up to its adoption pursuant to Georgia law, is hereby made the Official Zoning Map of the City of Monroe, Georgia. This map is a public record and shall be kept on file at City Hall, 215 N. Broad Street, Monroe, Georgia 30655 in the records of the City Clerk.

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 5th day of March, 2019.

SECOND READING AND ADOPTED on this 12th day of March, 2019.

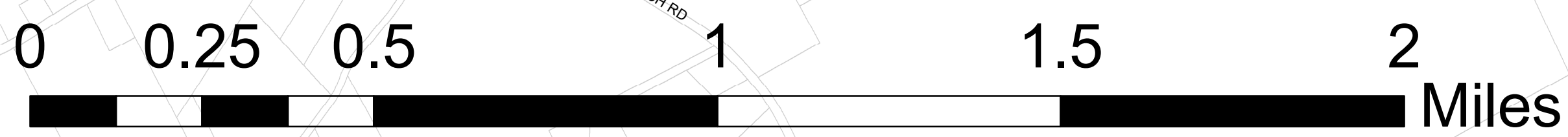
CITY OF MONROE, GEORGIA

By: _____ (SEAL)

John S. Howard, Mayor

Attest: _____ (SEAL)

Debbie Kirk, City Clerk





To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-23-19
Description: An ordinance to amend the Zoning Ordinance of the City of Monroe

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *Approval of The text amendment as resolved*

Background: This is a periodic update to the Zoning Ordinance of the City of Monroe. The purpose is for update and clarity moving forward.

Attachment(s): See resolution below.

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF MONROE,
GEORGIA

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

ARTICLE I.

The Zoning Ordinance of the City of Monroe, officially adopted June 10, 2014, and effective July 1, 2014, as thereafter amended, is hereby amended by implementing the below text amendment as follows:

Article III, Section 310, sub-section 310.1 is hereby amended by deleting said sub-section 310.1 in its entirety and replacing it with the following in lieu thereof:

310.1 Incorporation of the Zoning Map. The boundaries of the above described districts are hereby established as shown on the map, entitled “Official Zoning Map, City of Monroe, GA” adopted on March 12, 2019, by the Mayor and City Council of Monroe, Georgia, and certified by the City Clerk, as amended from time to time as called for herein in Section 310.2. This map shall be the Official Zoning Map of the City of Monroe and is hereby made a part of this Ordinance as if fully set forth herein. Said map is a public record and shall be kept on file at City Hall, 215 N. Broad Street, Monroe, Georgia 30655, in the records of the City Clerk.

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 5th day of March, 2019.

SECOND READING AND ADOPTED on this 12th day of March, 2019.

CITY OF MONROE, GEORGIA

By: _____ (SEAL)

John S. Howard, Mayor

Attest: _____ (SEAL)

Debbie Kirk, City Clerk

NOTICE TO THE PUBLIC

CITY OF MONROE

The City of Monroe Planning and Zoning Commission will hold a public hearing for a Zoning Ordinance text amendment to Section 310.1 of the Zoning Ordinance of the City of Monroe. The public hearing will be held before the Planning and Zoning Commission on February 19, 2019, at 5:30 p.m. at the City Hall building located at 215 N. Broad Street, Monroe, Georgia 30655 concerning the same.

The City Council of the City of Monroe, Georgia will hold a public hearing for the same Zoning Ordinance text amendment to Section 310.1 of the Zoning Ordinance of the City of Monroe. The public hearing will be held before the City Council on March 12, 2019, at 6:00 p.m. at the City Hall building located at 215 N. Broad Street, Monroe, Georgia 30655.

A copy of the proposed Zoning Ordinance text amendment is available for review and inspection at the City of Monroe, Code Department Office located at City Hall, 215 N. Broad Street, Monroe, Georgia 30655.

All those having an interest concerning this Zoning Ordinance text amendment should be present.

Please run on the following date: January 30, 2019

ARTICLE III: ESTABLISHMENT OF DISTRICTS

Section 300 Districts.

The City is divided into the following zoning districts set forth in *Table 1 – Districts* below.

LAND USE CATEGORY	SHORT TITLE	DISTRICT NAME
RESIDENTIAL:		
	R1	Large Lot Residential District
	R1A	Medium Lot Residential District
	R2	Multi-Family, High Density Residential District
	MH	Manufactured Housing District
COMMERCIAL:		
	P	Professional / Office / Institutional District
	CBD	Downtown Commercial District
	B-1	Neighborhood Commercial District
	B-2	General Commercial District
	B-3	Highway Commercial District
INDUSTRIAL:		
	M-1	Light Industrial / Manufacturing District
OVERLAY:		
	HPO	Historic Preservation Overlay District
	CDO	Corridor Design Overlay District
	A-H	Airport Hazard Overlay District
	MHDO	Monroe and Walton Mills Historic Overlay District
PLANNED DEVELOPMENT:		
	PRD	Planned Residential District
	PPD	Planned Professional District
	PCD	Planned Commercial District
	PID	Planned Industrial District

Section 310 District Boundaries.

310.1 Incorporation of the Zoning Map. The boundaries of the above described districts are hereby established as shown on the map, entitled "Official Zoning Map, City of Monroe, Walton County, Georgia," adopted on November 09, 2010, as amended, by the Mayor and City Council of Monroe, Georgia, and certified by the City Clerk. This map shall be the Official Zoning Map of the City of Monroe and is hereby made a part of this Ordinance as if fully set forth herein. Said map is a public record and shall be kept on file at City Hall, 215 N Broad Street, Monroe, Georgia.

310.2 Map Amendment. If, in accordance with this Ordinance, changes are made to the Official Zoning Map, such changes shall be marked on the Official Zoning Map promptly after the amendment has been approved by the Council, together with an entry on the Official Zoning Map referring to the application on file which states the date of the official action and a brief description of the nature of the changes.



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-24-19
Description: Variance request for maximum building height. Maximum allowable height per zoning code is 35'. The proposed height is 40'

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *Is for Approval pending a Certificate of Appropriateness relative to the Corridor Design Overlay standards. Which requires review and approval of building design and site plans by the planning and zoning commission.*

Background: This is currently undeveloped and un-subdivided land previously known as the Breedlove dairy tract or the Rowell Tract abutting Charlotte Rowell Blvd., Double Springs Church Connector and Double Springs Church Rd.

Attachment(s): See below:
Variance application

Date: January 17, 2019

Petition Number: 19-00089

Applicant: Robert Massey

Location: Double Springs Church Road

Existing Zoning: B3

Acreage: 3.5 +/- ac

Proposed Use: 42 unit Assisted Living Community

CODE ENFORCEMENT STAFF RECOMMENDATION

- ☒ Approve
☐ Deny
☐ Approve with recommended conditions

1. Description of the request and property. The property consists of 3.5 +/- ac. It is zoned B3. The property has approximately 344.94 ft of road frontage on Double Springs Church Road. The Code Department recommends approval.

Recommended conditions:

ZONING VARIANCE REQUEST



215 North Broad Str
Monroe, GA 30655
CALLFORINSPECTIONS
770-207-4674 ... Phone
dadkinson@monroega.gov

126

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
19-00089	01/17/2019	\$ 0.00	\$ 200.00	adkinson

NAME + ADDRESS	LOCATION	DOUBLE SPRINGS CHURCH Rd Monroe, GA 30656	USEZONE	B3	FLOODZONE
			PIN	M0005-045-000	
			SUBDIVISION		
	CONTRACTOR	ROBERT MASSEY	LOT		
			BLOCK		
		2881 MONROE Hwy Ste 501 Bogart GA 30622	UTILITIES...		
		Electric			
		Sewer			
		Gas			
	OWNER	Rowell Family Partnership & Still Family Realty LLC, PO Box 1378 Monroe GA 30655	PROJECTID#	DOUBLE SPRINGS CHURCH Rd-190117-1	
			EXPIRATIONDATE:	06/17/2019	

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR VARIANCE OF SECT 700.2
TABLE 12-P&Z MTG 2/19/19 @ 5:30
PM-COUNCIL MTG 3/12/19 @ 6:00 PM 215 N
BROAD ST

NATURE OF WORK

Other

CENSUS REPORT CODE

880 - * Zoning Variance Request

DIMENSIONS

	#STORIES
SQUAREFOOTAGE	Sq. Ft.
	#UNITS
SINGLE FAMILY ONLY	
	#BATHROOMS
	#BEDROOMS
	TOTAL ROOMS

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date

Approved By

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

19-00089

PERMIT PIN

57720



Variance/Conditional Use Application

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

Meeting of: _____

Your representative must be present at the meeting

Street address Double Springs Church Rd Council District 40 / 3 Map and Parcel # M0050045
 Zoning B3 R1 Acreage 3.5 +/- Proposed Use Light Commercial Road Frontage _____ ft. / on
Double Springs Church Rd (street or streets)

Applicant
 Name Robert Massey
 Address 2881 Monroe Hwy Ste 501 Bogart, GA 30622
 Phone # 229-402-4119

Owner
 Name Russell Family Limited Partnership & Jane Still
 Address PO Box 1936 Monroe, GA 30655
 Phone # 770-318-6153 Lee Russell

Request Type: (check one) Variance ☒ "Height" ☐ 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:

48-Bedroom assisted living community. Approx 30-35 employees. Open 24-7-365.
Water, Sewage, Gas, power and trash service needed to accommodate residents,
employees, and visitors. Higher weekend (visitor) transportation volume.

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

We feel this community is an excellent fit adjacent to the school. We offer a safe
and secure environment with well kept grounds and alternating traffic schedules.

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):

We feel the desired light commercial zoning would meet all standards in 1425.5 and 1430.6.
The Assisted Living Community will be a high-end, self-pay facility providing meals, activities and
custodial care to up to 48 residents.

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:

42,000 sq ft facility. Resident rooms are located in a 3-story wing.
Kitchen, dining and activities are located in a 2-story wing. For these
heights we need clarification on height restrictions or a height variance.

State the particular hardship that would result from strict application of this Ordinance:

Our facility plans would not be a fit for this location.

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

Date:

1/4/2019

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: 1-10-19

Notary Public

Commission Expires:

June 18 2022

Date: 1-10-19

TRACY MECHELLE BROACH
Notary Public - State of Georgia
Walton County
My Commission Expires Jun 18, 2022

I hereby withdraw the above application: Signature

Date

COUNTY OF WALTON

CASHIER 04 01/07/2019

2018 PROP. TAX BILL 0000031306 12:31

ADV TAX	86,394.66
INTEREST	1,079.93
BILL TOTAL	87,474.59
PAYMENT TO BE APPLIED	86,394.66-
REMAINING BALANCE	1,079.93

TOTAL PAYMENTS	86,394.66
----------------	-----------

AMOUNT TENDERED	86,394.66
-----------------	-----------

CHECK NUMBER 2063	86,394.66
PAID BY ROWELL FAMILY PARTNERSHIP	

THANK YOU DERRY N BOYD

2018 ADVALOREM TAX NOTICE FOR THE COUNTY OF WALTON

130

WALTON CO. TAX COMM.
303 S. HAMMOND DRIVE
SUITE 100
MONROE, GA. 30655

RETURN SERVICE REQUESTED

BILL NUMB. 2018 31306
ACCT NUMB. 626120 010
TAXPAYER ROWELL FAMILY
MAP NUMBER M 5 45
LEGAL DESC 447.26ACRES
LOCATION 1125 N BROAD STREET
CURRENT YEAR TAXES 86,394.66

PAY THIS AMOUNT----->86,394.66
ON OR BEFORE NOVEMBER 15, 2018

If paying by check or money order,
please include your tax bill number.

ROWELL FAMILY
PARTNERSHIP &
STILL FAMILY REALTY LLC
PO BOX 1378
MONROE GA 30655-6378

31306PT
723

WALTON CO. TAX COMM.
303 S. HAMMOND DRIVE
SUITE 100
MONROE, GA. 30655

2018
CO. PT.
31306

Please return this portion of your bill with your payment in the enclosed envelope

2018 ADVALOREM TAX NOTICE FOR THE COUNTY OF WALTON

YEAR	BILL NUM	ACCOUNT NUMBER	DI	LOCATION/DESCRIPTION	MAP/PARCEL	FAIR MARKET VALUE
2018	031306	626120 010	1	447.26ACRES	M 5 45	5,484,400
TAXING ENTITY	ASSESSMENT	EXEMPTION	TAXABLE VALUE	MILLAGE RATE	CREDITS	TAXES DUE
COUNTY	2193760		2193760	.0109050	5265.02	23,922.95
SCHOOL	2193760		2193760	.0186000		40,803.94
SCH BOND	2193760		2193760	.0026000		5,703.78
CITY TAX	2193760		2193760	.0052980	8939.57	11,622.54
CITY BOND	2193760		2193760	.0019790		4,341.45

ENTERED

JAN 07 2019

#2063/Rowell fup

TOTAL SCHOOL TAXES 46,507.72
TOTAL COUNTY TAXES 23,922.95
TOTAL CITY TAXES 15,963.99

TOTAL TAX DUE 86,394.66

ROWELL FAMILY
PARTNERSHIP &
STILL FAMILY REALTY LLC
PO BOX 1378
MONROE GA 30655-6378

PAYMENT MUST BE MADE ON OR BEFORE
NOVEMBER 15, 2018
YOUR CANCELLED CHECK IS YOUR RECEIPT

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

This bill is not sent to your mortgage company. If you have an escrow account, please forward a copy to your mortgage company.
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 4/01/2019 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 4/01/2019 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	22.678
Reduction in mill rate due to rollback to taxpayers	
of sales tax proceeds this previous year	6.475
Actual mill rate set by local officials	16.203

Filing information box reserved for the clerk

THE FIELD DATA UPON WHICH THIS MAP OR PLAT IS BASED HAS A CLOSURE PRECISION of ONE FOOT IN 10000'+ FEET, AND AN ANGULAR ERROR OF 0" PER ANGLE POINT, AND WAS ADJUSTED USING COMPASS RULE;

SURVEY and PLAT FOR :

ROBERT G. MASSEY

LOCATED IN LAND LOT # 41
THIRD LAND DISTRICT
WALTON COUNTY, GEORGIA
SCALE : 1" = 100'
SURVEYED : JANUARY 15, 2019
PLATTED : JANUARY 16, 2019

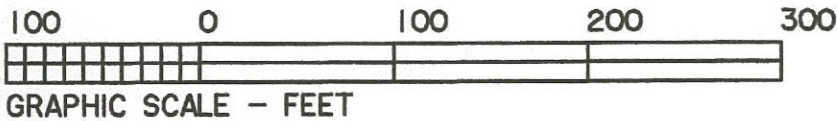
THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND FOUND TO BE ACCURATE WITHIN ONE FOOT IN 100,000 +

is required by subsection (c) of O.C.G.A section 15-6-67 the Registered Land Surveyor hereby certifies that this map, plat, or plan has been approved for filing in writing by any and all applicable municipal, county, or municipal-county planning commissions or municipal or county governing authorities or that such governmental bodies have affirmed in writing that approval is not required.

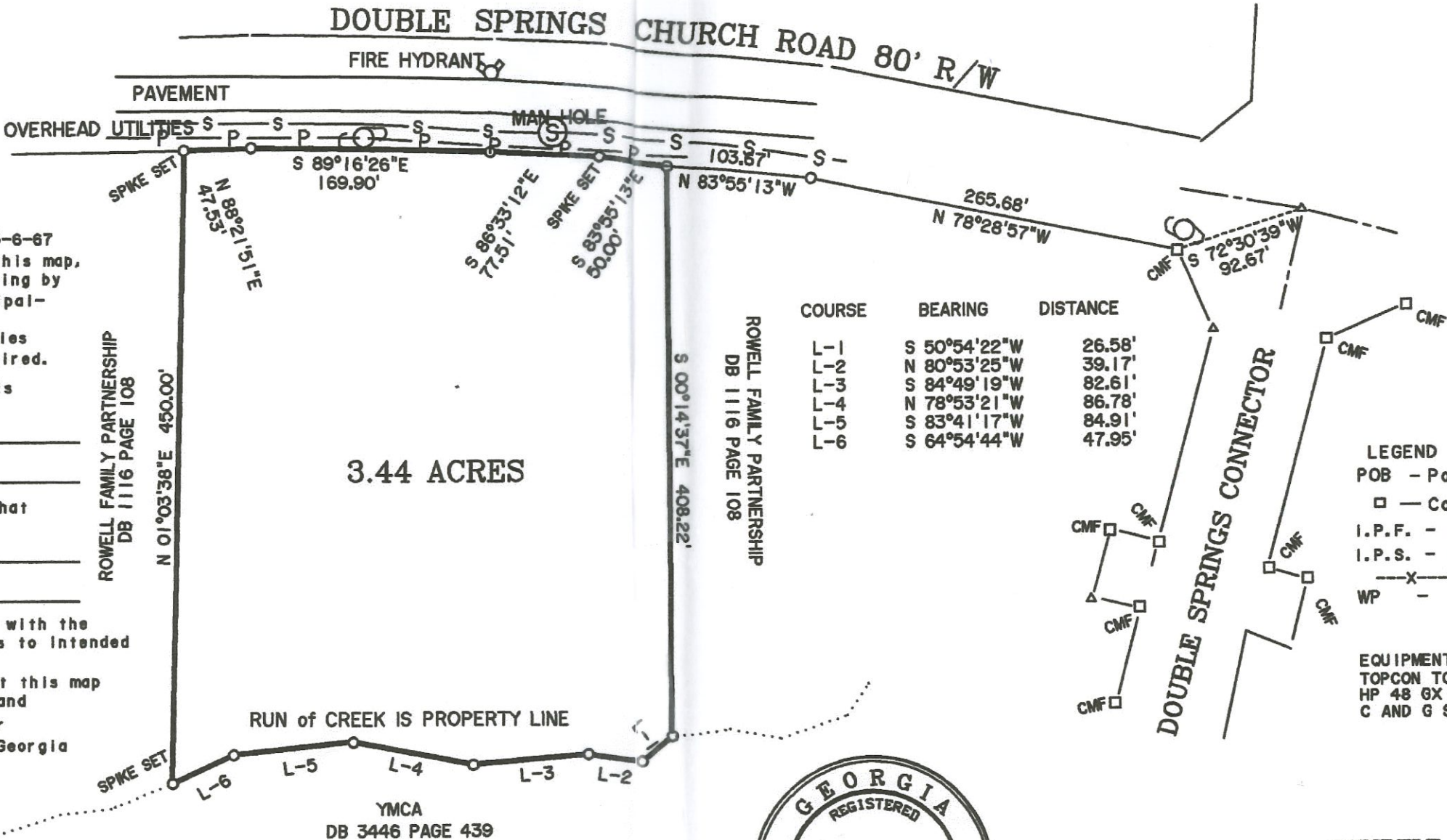
The following governmental bodies have approved this map, plat or plan for filing.

The following governmental bodies have affirmed that approval is not required:

Such approvals or affirmations should be confirmed with the appropriate governmental bodies by any purchaser as to intended use of any parcel.
The Registered Land Surveyor further certifies that this map, plat, or plan complies with the minium standards and specifications of the State Board of Registered for Professional Engineers and Land Surveyors and the Georgia Superior Court Clerk's Cooperative Authority.



(WALTONCO/MASSEY)



IN MY OPINION THIS PLAT IS A CORRECT REPRESENTATION OF LAND PLATTED AND HAS BEEN PREPARED IN CONFORMITY WITH THE MINIMUM STANDARDS AND REQUIREMENTS OF LAW.

LEGEND :
POB - Point of Beginning
□ - Concrete Marker
I.P.F. - IRON PIN FOUND
I.P.S. - IRON PIN SET
-X-X- FENCE
WP - WITNESS PIN

EQUIPMENT USED:
TOPCON TOTAL STATION
HP 48 GX DATA COLLECTOR
C AND G SOFTWARE

SUNBELT SURVEYORS , INC.
Roger A. Medders R.L.S.
114 N. MAIN STREET
SYLVESTER , GEORGIA 31791
229 - 776 - 4750

FILED AND RECORDED
CLERK SUPERIOR COURT
WALTON COUNTY, GEORGIA

00 MAR 22 PM 4:24

BOOK 1079 PAGE
KATHY K. TROST, CLERK

WALTON COUNTY, GEORGIA
REAL ESTATE TRANSFER TAX

PAID \$ 1097.00
DATE 3-22-00

Kathy K. Trost
CLERK OF SUPERIOR COURT

AFTER RECORDING RETURN TO:
WILLIAM C. MCFEE, JR.
SIMMONS, WARREN, SZCZEBKO & MCFEE, P.A.
315 W. PONCE DE LEON AVENUE, SUITE 850
DECATUR, GEORGIA 30030

LIMITED WARRANTY DEED

THIS INDENTURE, made this 20 day of March, 2000, between EPS RETIREMENT PLAN, L.P., as Grantor, and MICHAEL LEE ROWELL, as Grantee.

WITNESSETH:

That the said Grantor, for and in consideration of Ten Dollars and other valuable consideration, has granted, bargained, sold and conveyed, and by these presents does grant, bargain, sell and convey unto the said Grantee, and the heirs, successors and assigns of Grantee, the following:

An undivided 16.2744% interest (such interest being the entire interest of the Grantor) in and to all those tracts or parcels of land lying and being Land Lots 7, 8, 27, 28, 29, 40, 41, 42, 62 and 63 of the 3rd District of Walton County, Georgia, and partially in the City of Monroe and shown on a survey of Breedlove Property prepared by Hannon Meeks & Bagwell, Surveyors & Engineers, Inc., dated October 31, 1986, last revised May 11, 1988, including Tracts 1-6, and all right, title and interest of Grantor in Tracts 7, 8 and 9, as shown on such survey, less and except a sell-off from Tract 2, which sell-off contains approximately 9.7846 acres. Such property is more particularly described on Exhibit A attached hereto and incorporated herein.

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, and the heirs, successors and assigns of 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, and the heirs, successors and assigns of Grantee, against the claims of all persons claiming by, through or under Grantor.

This conveyance is made subject to the permitted title exceptions attached hereto as Exhibit B.

(CONTINUED)

The terms "Grantor" and "Grantee", and any pronouns relating to Grantor and Grantee, shall be construed and interpreted with such changes in gender and number as the context requires.

IN WITNESS WHEREOF, the said Grantor has caused this instrument to be duly executed, sealed and delivered, the day and year first above written.

EPS Retirement Plan, L.P.

By: Eye Physicians & Surgeons, P.C., general
partner

Signed, sealed and delivered
in the presence of:

Ann Yearwood
Witness

By: Peter A. Gordon
Peter A. Gordon, President

William C. McFee, Jr.
Notary Public
My Commission Expires

Attest: Charles W. McDowell, Jr.
Charles W. McDowell, Jr., Secretary

(Corporate Seal)

Eye Physicians/EPS PS LWD



CONTINUED

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of section 700.2 Table 12 building height of the Zoning Ordinance for Double Springs Church Road. A public hearing will be held on February 19, 2019 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of section 700.2 Table 12 building height of the Zoning Ordinance for Double Springs Church Road. A public hearing will be held on March 12, 2019 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:**

February 3, 2019



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-24-49
Description: Rezone request for 941 Monroe Jersey Rd.

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *approval as requested to more closely match the development pattern and the intended use of truck service and processing.*

Background: This property has been zoned as M1 surrounded by a PCD for many years. The development pattern and intended uses more closely resemble M1 uses. The owner request the rezone to facilitate future growth and economy.

Attachment(s):

See plans attached below.

Date: January 18, 2019

Petition Number: 19-00093

Applicant: Mountain Creek Enterprises, Inc.

Location: 941 Monroe Jersey Road

Proposed Zoning: M1

Existing Zoning: M1-C/PCD

Acreage: 7.54 ac

Proposed Use: Industrial

CODE ENFORCEMENT STAFF RECOMMENDATION

☒ Approve
☐ Deny
☐ Approve with recommended conditions

- (a) The applicant Mountain Creek Enterprises request a rezone for property located at 941 Monroe Jersey Road. The property has 304.64 ft of road frontage on Monroe Jersey Road. The property consist of 7.54 ac. The recommendation of the Code Department is for approval.
- (b) The Property is presently zoned M1-C/PCD
- (c) The requested zoning classification is. M1
- (d) The Future Land Use Plan indicates the property should be Industrial.

Recommended conditions:

RE-ZONING REQUEST ALL TYPES



215 North Broad Str
Monroe, GA 30655 **137**
CALLFORINSPECTIONS
770-207-4674 ... Phone
dadkinson@monroega.gov

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
19-00093	01/18/2019	\$ 0.00	\$ 200.00	adkinson

NAME + ADDRESS	LOCATION	941 Monroe - Jersey Rd Monroe, GA 30655	USEZONE	PCD/M1	FLOODZONE
			PIN	M0033-001-000	
			SUBDIVISION		
	CONTRACTOR	Mountain Creek Enterprises, Inc.	LOT		
			BLOCK		
			UTILITIES...		
		630 Riverbend Rd Monroe GA 30655	Electric		
			Sewer		
	OWNER	Mountain Creek Enterprises, Inc., 678 522 6560	Gas		
		630 Riverbend Rd Monroe GA 30655	PROJECTID#	941Monroe - JerseyRd-190118-1	
			EXPIRATIONDATE:	06/18/2019	

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR REZONE FROM M1-C/PCD
TO M1 P&Z MTG 2/19/19 @ 5:30 PM -
COUNCIL MTG 3/12/19 @ 6:00 PM 215 N
BROAD STREET

NATURE OF WORK

Other

CENSUS REPORT CODE

875 - * Re-Zoning Request

DIMENSIONS

	#STORIES	
SQUAREFOOTAGE		Sq. Ft.
	#UNITS	
SINGLEFAMILY ONLY		
	#BATHROOMS	
	#BEDROOMS	
	TOTALROOMS	

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date

Approved By

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

19-00093

PERMIT PIN

57732

REZONE APPLICATION FORM

PERMIT NUMBER _____

- I. LOCATION 941 Monroe Jersey Rd, Monroe GA
 COUNCIL DISTRICT 1/3
 MAPNUMBER M
 PARCEL NUMBER M0330001
- II. PRESENT ZONING M1C PD REQUESTED ZONING M1
- III. ACREAGE 7.54 PROPOSED USE _____
- IV. OWNER OF RECORD Mountain Creek Enterprises
 ADDRESS 630 Riverbend Rd Monroe GA 30655
 PHONE NUMBER 678-522-6560

The following information must be supplied by the applicant. (attach additional pages if needed)

V. ANALYSIS:

1. A description of all existing uses and zoning of nearby property
within the M1 designation there is a biodiesel plant. In the PD area there is a shop, offices, and a battery warehouse. Because past control is I1, Neighbors are A1
2. Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification
The current tenant Dean to Engr Energy is requiring a shop to service its vehicles. This use is needed for the success of the tenant.
3. The existing value of the property contained in the petition for rezoning under the existing zoning classification
\$233,000
4. The value of the property contained in the application for rezoning under the proposed zoning Classification
Most likely the same
5. A description of the suitability of the subject property under the existing zoning classification
Because that area of the land is PD it does not allow for a truck shop.
6. A description of the suitability of the subject property under the proposed zoning classification of the property
M1 designation would allow for a truck shop

Rezoning Application
Page Two (2)

7. A description of any existing use of property including a description of all structures presently occupying the property The current property has 4 buildings. The Broadwell plant is located on the M1 section. The other 3 buildings (office, shop, building, plant) are located on the PCD section.
8. The length of time the property has been vacant or unused as currently zoned The property is currently in use
9. A detailed description of all efforts taken by the property owner(s) to use the property or sell the property under the existing zoning classification N/A

Applications found to be incomplete or incorrect will be rejected. See the attached calendar for deadline dates. It is the responsibility of the applicant and not the staff to ensure that a complete and accurate application is submitted.

LEGAL DESCRIPTION OF PROPERTY

Rezoning Application
Page Three (3)

Wherefore, applicant prays that the procedures incident to the presentation of this petition be taken, and the property be rezoned accordingly.

Owner of property (signature) [Signature]

Address 630 Riverbend Rd Marietta GA 30065

Phone Number 678-522-6560

Attorney/Agent (signature) _____

Address _____

Phone Number _____

Personally appeared before me the above applicant named Mountain Creek Enterprise who on oath says that he/she is the Owner for the foregoing, and that all the above statements are true to the best of his/her knowledge.

[Signature]

(Notary Public)

1-17-19

(Date)

My Commission Expires 9-8-20



Rezoning Application
Page Four (4)

What method of sewage disposal is planned for the subject property?

☐ Sanitary Sewer

☒ Septic Tank

The following information must be included in the application material requesting an annexation or zoning change from M1-PD to M1 located at 441 Monroe Jersey Rd, containing 7.54 acre(s), property owner being Mountain Creek Enterprises filed on 1/14/19.

CHECK LIST - APPLICATION MATERIAL

- ☒ Application Fee (\$100.00 Application Fee Single Family Rezoning)
(\$300.00 Application Fee Multi Family Rezoning)
(\$200.00 Application Fee Commercial Rezoning)
(Application fee For Annexation is the same as a Rezone)
- ☒ The completed application form (one original with original signatures)
- ☐ Special Conditions made part of the rezoning/annexation request
- ☐ Legal Description
- ☐ Survey plat of property showing bearings and distances and:
 - ☐ abutting property owners
 - ☐ the zoning of abutting property
 - ☐ the current zoning of the subject property
- ☐ Development Plan (two full size and one 11x17)
- ☐ Site plan of the property at an appropriate scale
 - ☐ the proposed use
 - ☐ internal circulation and parking
 - ☐ landscaping
 - ☐ grading
 - ☐ lighting
 - ☐ drainage
 - ☐ amenities
 - ☐ buildings
 - ☐ buffers
- ☐ Additional information that may be required by the Code Enforcement Officer:

☐ Monroe Utilities Network Availability Letter

Application Material-Section 1421.4 of the Zoning Ordinance outlines the specific items to be included on the site plan:

Rezoning Application
Page five (5)

For any application for P, B-1, B-2, B-3 or M-1 districts the site plan shall identify: (circle the appropriate district applied for)

- ___ the maximum gross square footage of building area
- ___ the maximum lot coverage of building area
- ___ the minimum square footage of landscaped area
- ___ the maximum height of any structure
- ___ the minimum square footage of parking and drive areas
- ___ the proposed number of parking spaces

For any application for the R-1, R-1A, R-2 or MH districts the site plan shall additionally identify: (circle the appropriate district applied for)

- ___ the maximum number of residential dwelling units
- ___ the minimum square footage of heated floor area for any residential dwelling unit
- ___ the maximum height of any structure
- ___ the minimum square footage of landscaped area
- ___ the maximum lot coverage of building area
- ___ the proposed number of parking spaces
- ___ on all rezoning applications a revised site plan to be approved at a later date by the Mayor and City Council may be required
- ___ yes no Applicant site plan indicates a variance requested
- ___ for any application for multi-family residential uses, the site plan shall also identify the maximum height of any structure, location of amenities, and buffer areas: and,
- ___ any other information as may be reasonably required by the Code Enforcement Officer.

Any applicant requesting consideration of a variance to any provision of the zoning ordinance as shown on the required site plan shall identify the variance(s) and identify for each variance shown the following information which shall confirm that the following condition(s) exist:

- ___ 1. Any information which identifies that there are extraordinary and exceptional conditions pertaining to the particular piece of property in question because of its size, shape or topography that are not applicable to other lands or structures in the same district.
- ___ 2. Any information whereby a literal interpretation of the provisions of this Ordinance would deprive the applicant of rights commonly enjoyed by other properties of the district in which the property is located.
- ___ 3. Any information supporting that granting the variance requested will not confer upon the property of the applicant any special privileges that are denied to other properties of the district in which the applicant's property is located.
- ___ 4. Information clearly showing that the requested variance will be in harmony with the purpose and intent of this Ordinance and will not be injurious to the neighborhood or to the general welfare.
- ___ 5. Information that the special circumstances are not the result of the actions of the applicant.
- ___ 6. A description of how the variance requested is the minimum variance that will make possible the legal use of the land, building, or structure in the use district proposed.
- ___ 7. Information indicating the variance is not a request to permit a use of land, buildings, or structures, which are not permitted by right in the district involved.

COMMENTS

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Disclosure of Campaign Contributions and/or gifts:

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 filing shall be within ten (10) days after the application is made, and in the case of a supporter or opponent, filing shall be at least five (5) days before the first public hearing.

I hereby withdraw the above application: Signature: _____ Date: _____

Appendix 4 - Description of location – Warranty Deed

1-4
HB

Return To:
Preston & Malcom, P.C.
110-112 Court Square
Post Office Box 984
Monroe, Georgia 30655
File No.: 05-21045



Deed Doc: WD
Recorded 06/09/2006 12:45PM
Georgia Transfer Tax Paid : \$293.20

KATHY K. TROST
CLERK SUPERIOR COURT, WALTON COUNTY
Bk 02485 Pg 0279

[Space above this line for recording data]

WARRANTY DEED

STATE OF GEORGIA
COUNTY OF WALTON

THIS INDENTURE, made the 9th day of June, in the year two thousand six, between

ADO, INC. and JP SHEA INVESTMENTS, INC.

of the County of Walton, and State of Georgia, as party or parties of the first part, hereinafter called Grantor, and

MOUNTAIN CREEK ENTERPRISES, INC.

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 Dollars and No/100----- (\$10.00) DOLLAR in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee,

All that tract or parcel of land, together with all improvements thereon, situate, lying and being in the State of Georgia, County of Walton, located in Land Lot 1 of the 3rd Land District, containing 7.401 acres as shown by a plat of survey entitled "Survey for Gerald Atha", prepared by Brewer & Dudley, L.L.C., certified by John F. Brewer, Georgia Registered Land Surveyor No. 2115, dated February 20, 2003, recorded in Plat Book 90, Page 97, Clerk's Office, Walton Superior Court. Reference to said plat of survey and the record thereof being hereby made for a more complete 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, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

AND 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 whomsoever.

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

Signed, sealed and delivered in the presence of:

Ann Overstreet
Unofficial Witness

Patricia Lynn Aultman
Notary Public



SEAL AFFIXED

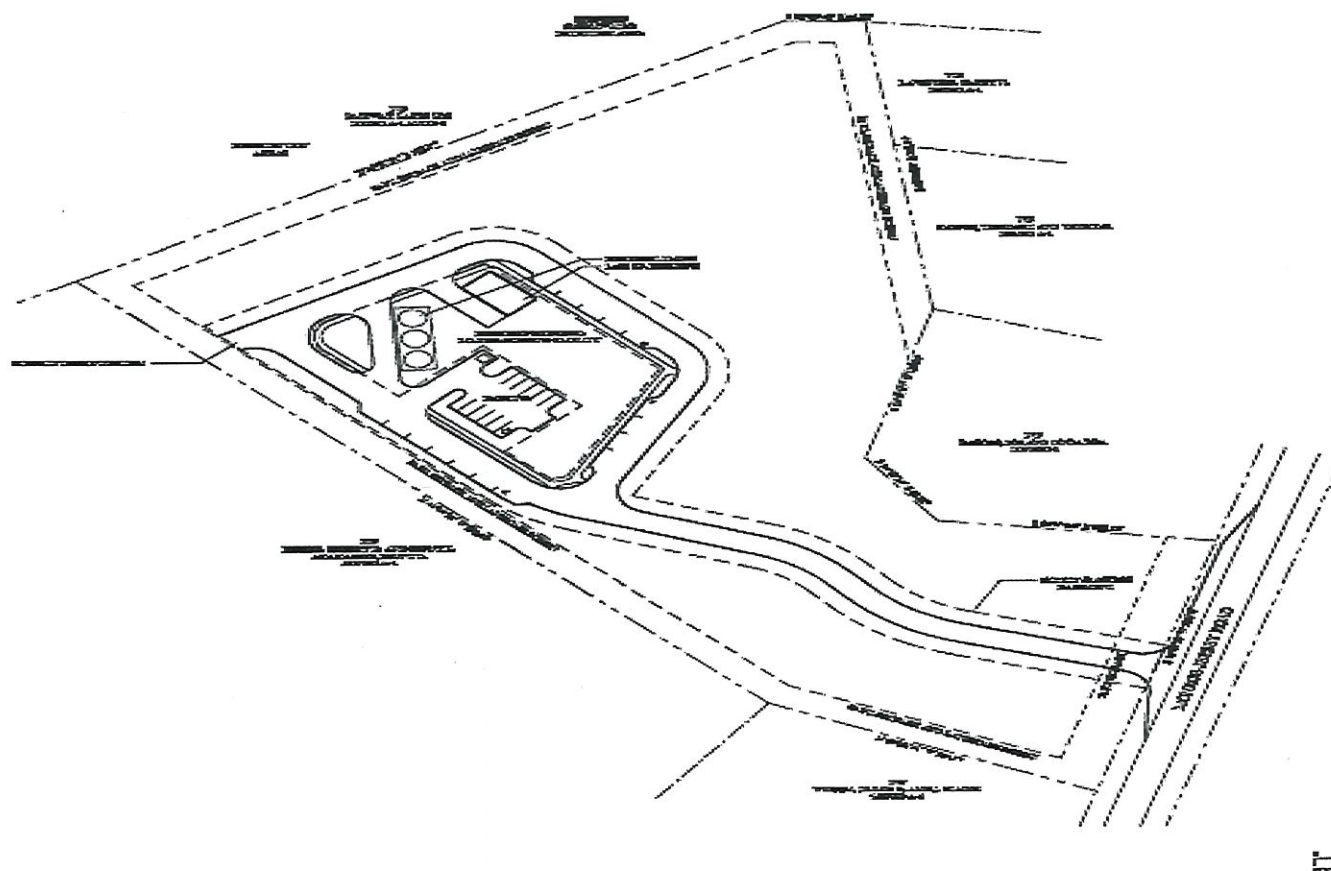
ADO, INC.

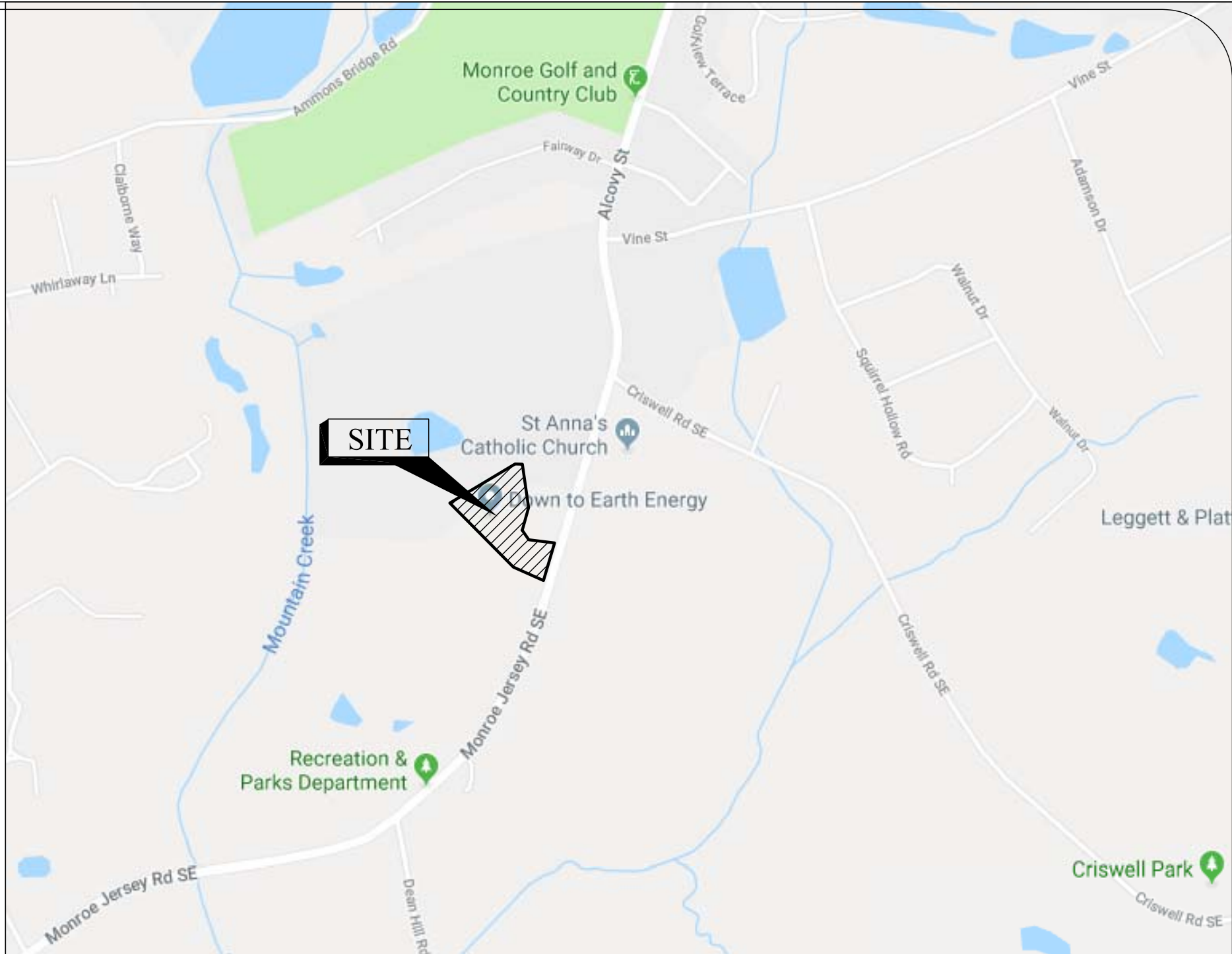
By: A. Dale Overstreet (SEAL)
A. DALE OVERSTREET, CEO/PRESIDENT

SEAL AFFIXED
JP SHEA INVESTMENTS, INC.

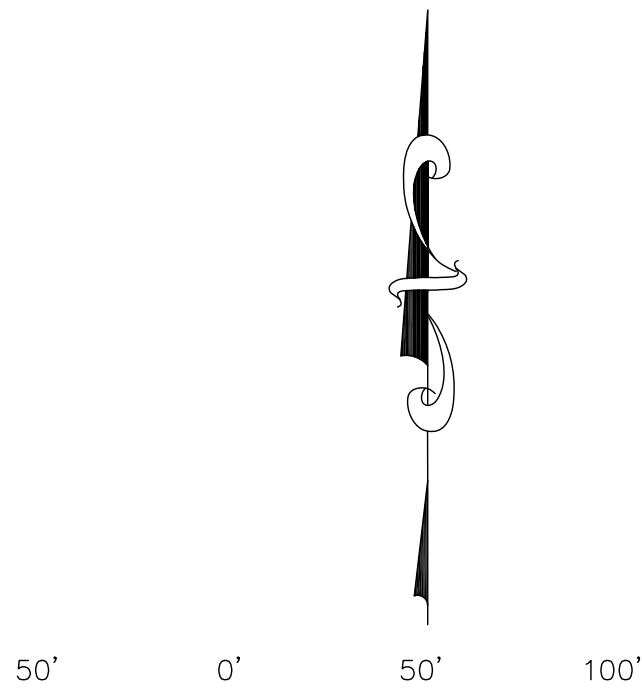
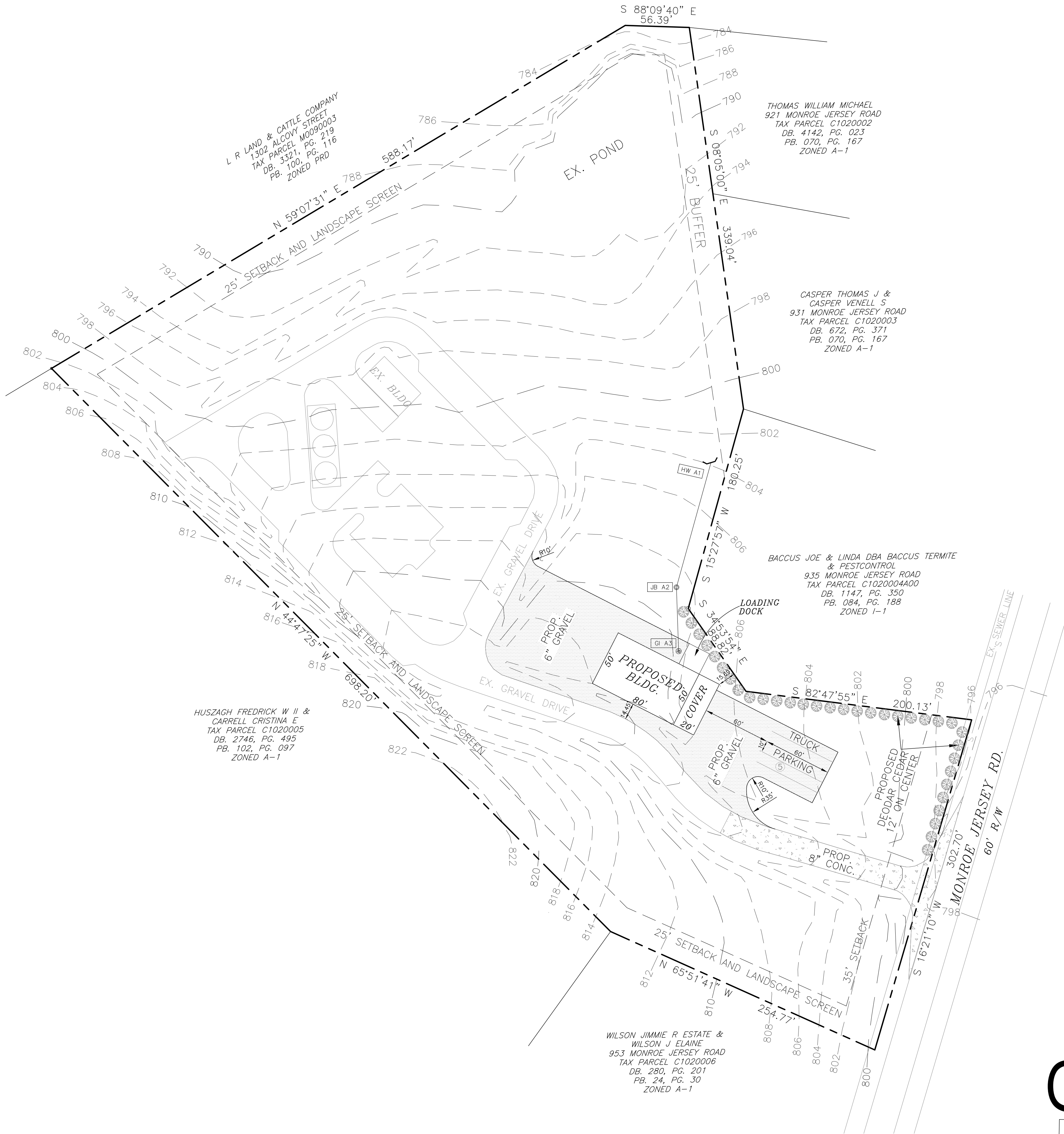
By: John P. Shea (SEAL)
JOHN P. SHEA, CEO/PRESIDENT

SEAL AFFIXED

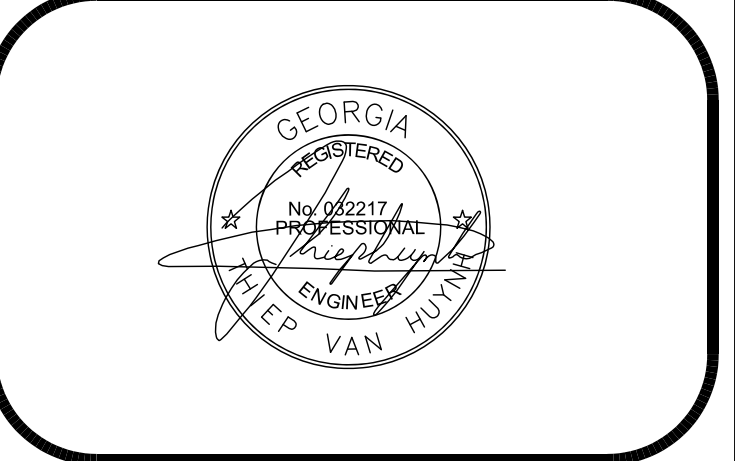




VICINITY MAP
N.T.S.



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
© 2018
Alcovy Surveying & Engineering, Inc. - ALL RIGHTS RESERVED
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CONCEPT PLAN

**PROPOSED
DOWN TO EARTH
ENERGY
BIODIESEL NDSS
EXPANSION**

PARCEL: M0330001
LAND LOT: 1
DISTRICT 3RD
941 MONROE JERSEY ROAD
WALTON COUNTY, GA

DATE: 12/05/2018
SCALE: 1"=50'

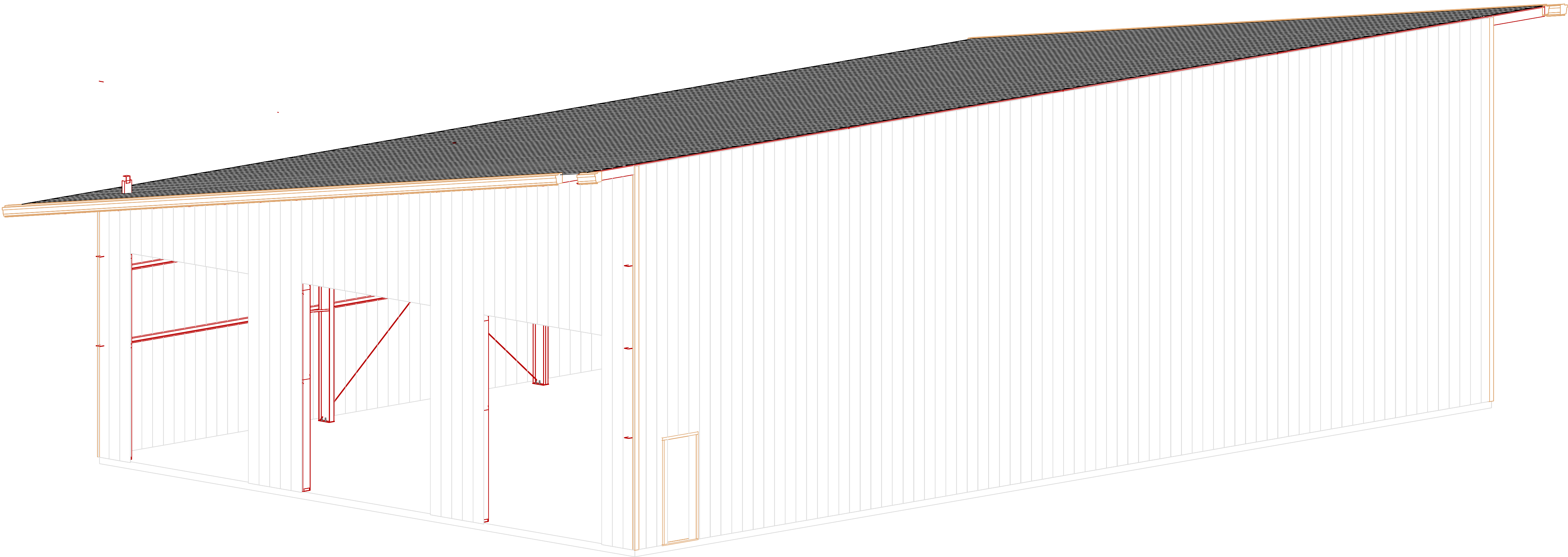
OWNER / DEVELOPER
DOWN TO EARTH ENERGY
941 MONROE-JERSEY ROAD
MONROE, GA 30655

24 HOUR - EMERGENCY CONTACT
RICK HUSZAGH
678-522-6560

REVISIONS		
NO.	DATE	DESCRIPTION

JOB No. 09-025
C-1

NOT FOR CONSTRUCTION



This drawing is not for construction. This drawing is intended to depict general building information and is solely for sales presentation purposes. For clarity of presentation, items depicted may be different from actual design and final drawings. In the event of conflict between this drawing and the purchase order, the purchase order shall prevail.

3D FRONT LEFT - (A) 90 x 55



A&S Building Systems
1880 Hwy. 116
Caryville, TN 37714

Builder: Andersson Metal Building Erectors, Inc.
2617 Abbott Lake Rd.
Conyers, GA 30094

Customer: Down to Earth Energy
941 Monroe Jersey Rd.
Monroe, GA 30655

CONTACT: Stefan T. Sydnor

PHONE:

Drawing Status: ☐ Preliminary ☐ For Approval ☐ For Construction Permit ☐ For Erector Installation

Scale: NOT TO SCALE

VERSION	PAPER SIZE
ASTEK-II 7.4.2	22x34

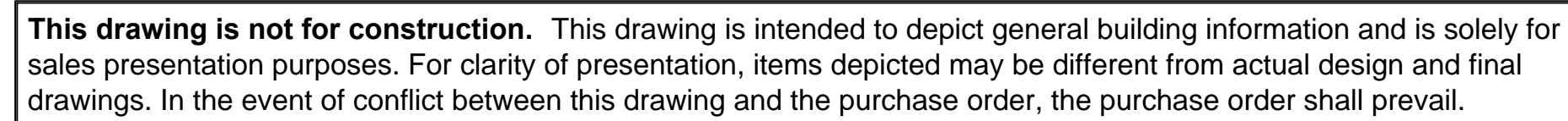
ESTIMATOR	DATE
Stefan	10/23/018

JOB NAME
Down to Earth Energy

MEMBER




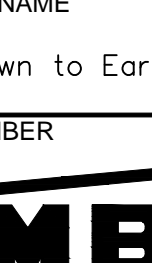
The engineer whose seal appears hereon is an employee for the manufacturer for the materials described herein. Said seal or certification is limited to the products designed and manufactured by manufacturer only. The undersigned engineer is not the overall engineer of record for this project.



MANUFACTURER RESERVES THE RIGHT TO CHANGE THE FINAL DESIGN. IF DESIGN INFORMATION (IE. CLEARANCES, BASE PLATE/ANCHOR ROD DESIGN) IS TO BE USED FOR CONSTRUCTION MANUFACTURER MUST BE NOTIFIED PRIOR TO ACCEPTANCE OF ORDER.

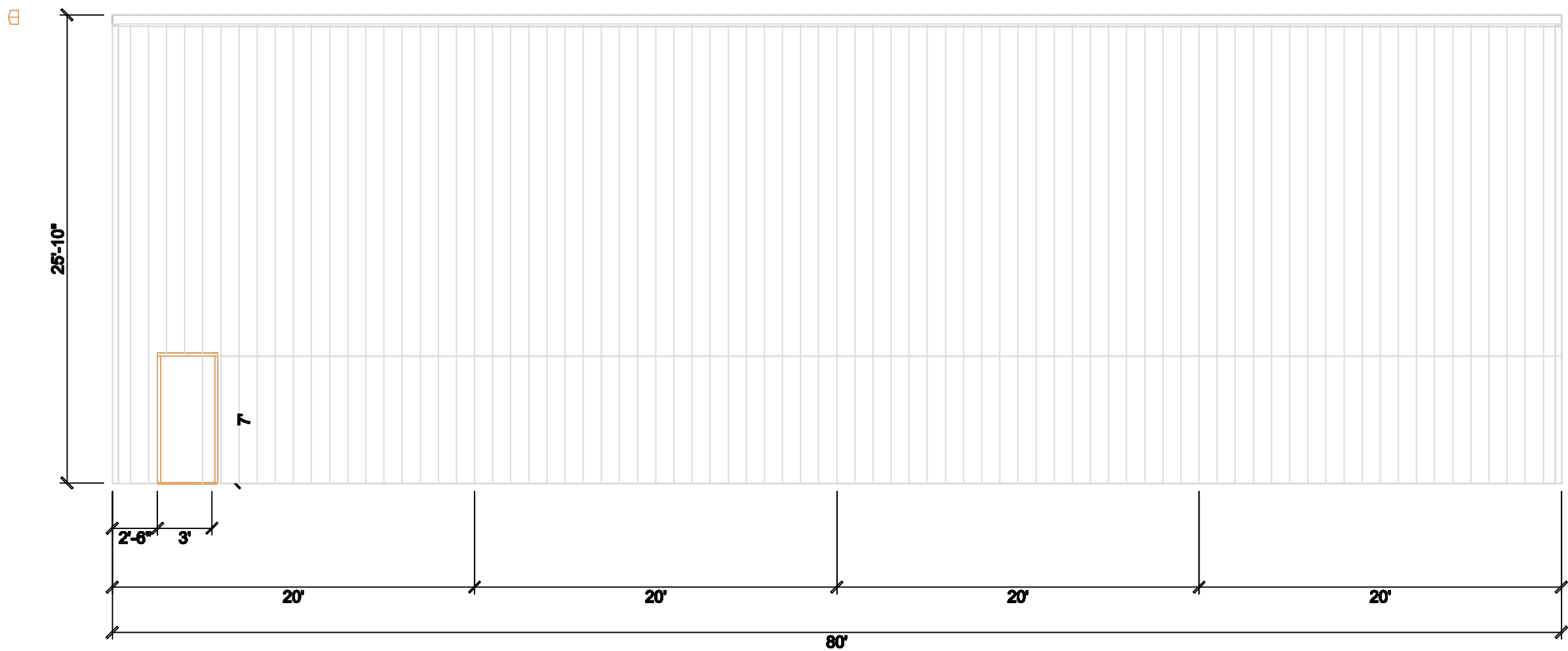
IT IS THE BUILDERS RESPONSIBILITY TO COMMUNICATE
TO MANUFACTURER THE NEED TO HOLD TO ANY
PRELIMINARY DESIGN INFORMATION PROVIDED BY
MANUFACTURER! MANUFACTURER WILL NOT BE LIABLE
FOR ANY CHANGES IN FINAL DESIGN IF THE BUILDER
DOES NOT COMMUNICATE TO MANUFACTURER!

CROSS SECTION AT FRAME LINE "3" - (A) 90 x 55

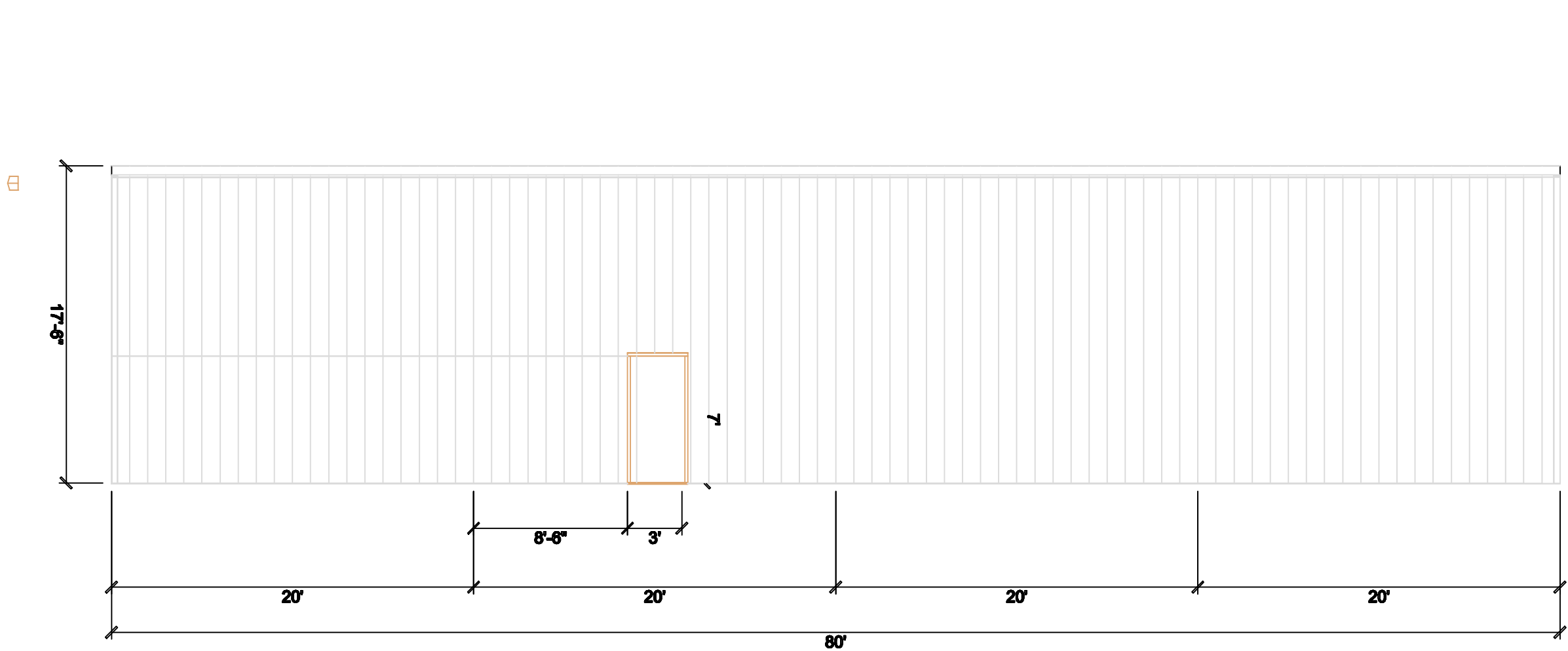
		A&S Building Systems 1880 Hwy. 116 Caryville, TN 37714	
Scale: _____		Scale: _____	
Version _____		Paper Size 22x34	
Estimator Stefan		Date 10/23/018	
Job Name Down to Earth Energy			
Member 			
The engineer whose seal appears herein is an employee for the manufacturer for the materials described herein. Said seal or certification is limited to the products designed and manufactured by manufacturer only. The undersigned engineer is not the overall engineer of record for this project.			

NOT FOR CONSTRUCTION

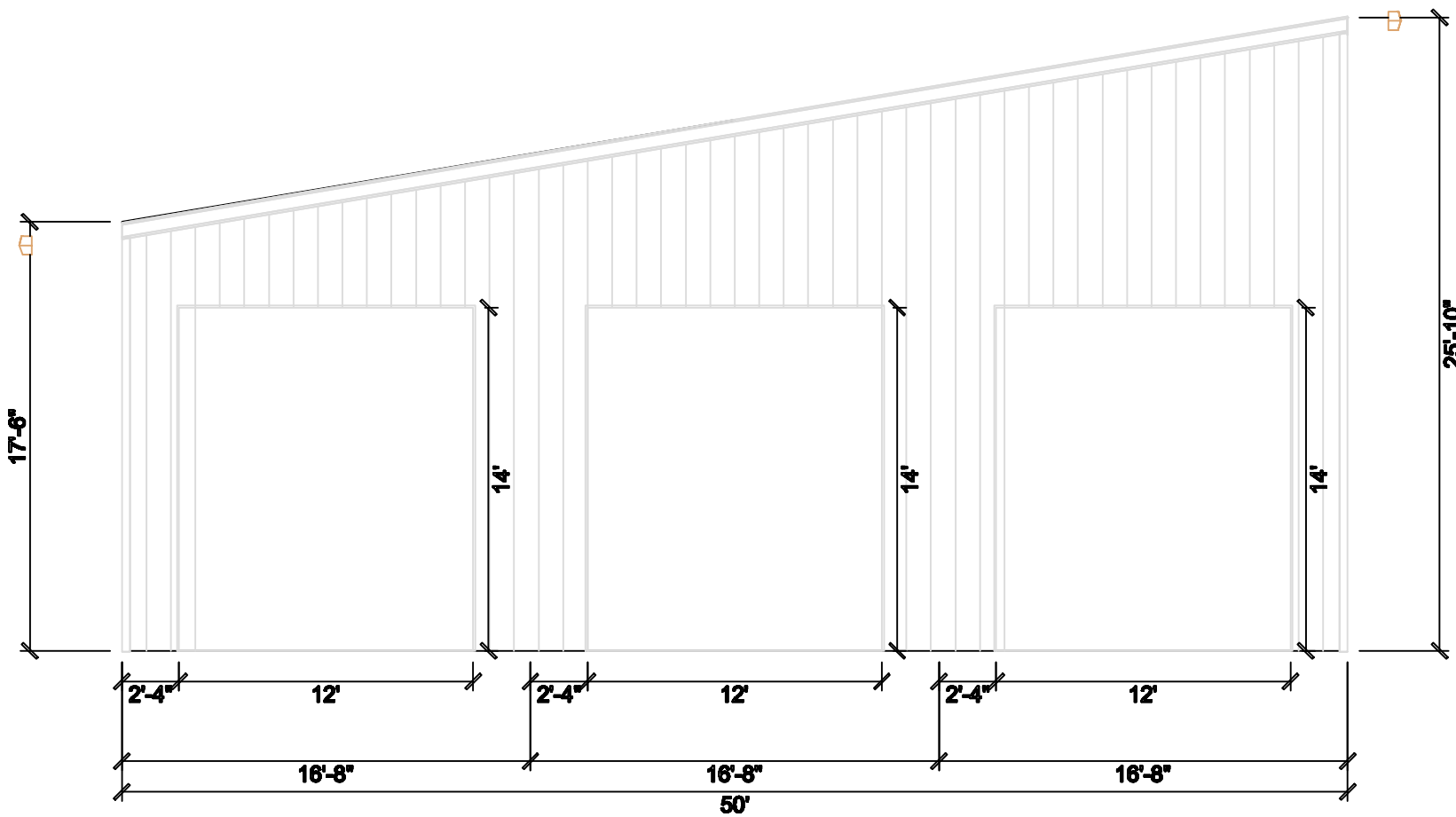
Front Wall



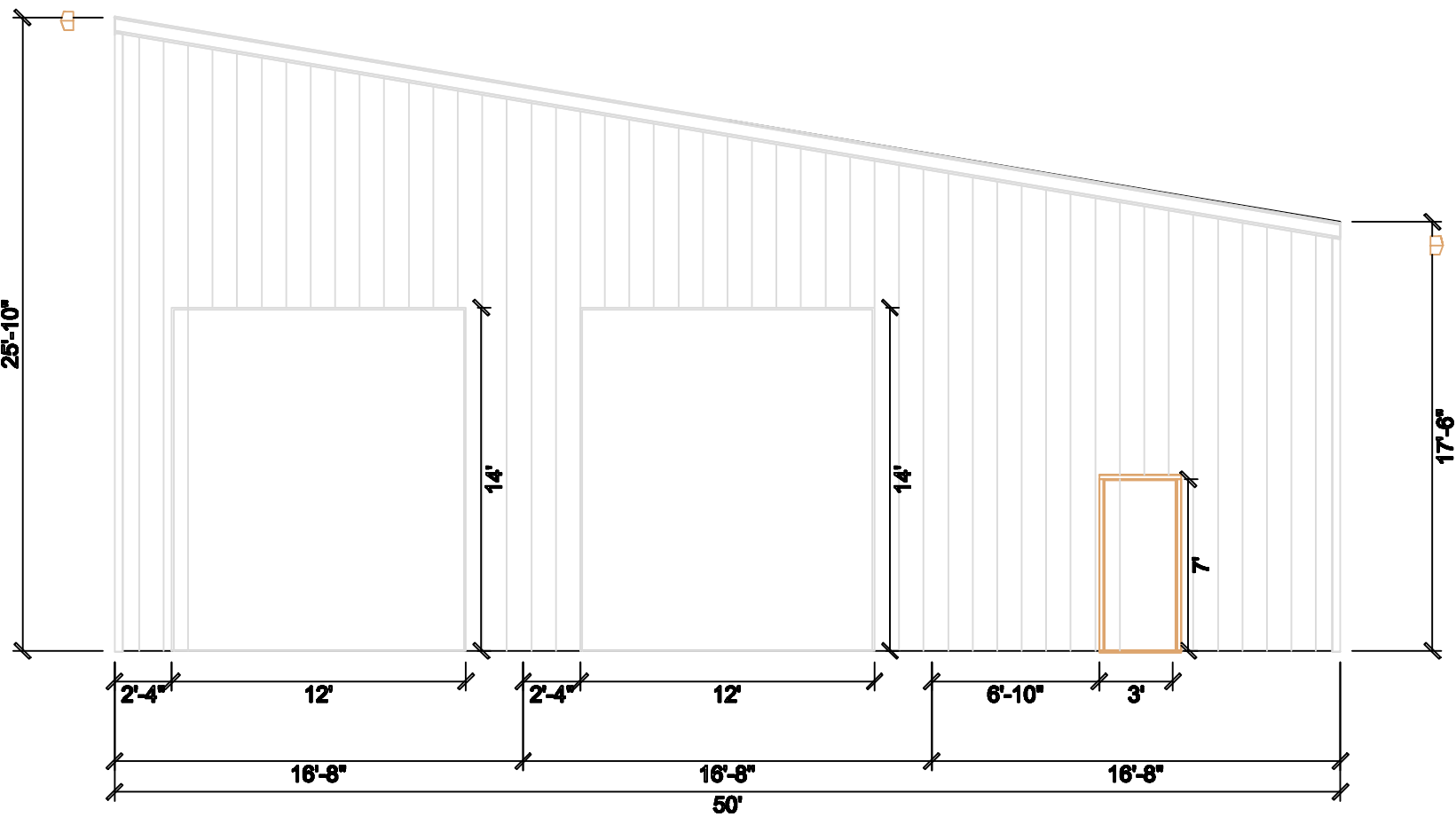
Back Wall



Left Wall



Right Wall



This drawing is not for construction. This drawing is intended to depict general building information and is solely for sales presentation purposes. For clarity of presentation, items depicted may be different from actual design and final drawings. In the event of conflict between this drawing and the purchase order, the purchase order shall prevail.

ARCHITECTURAL - (A) 90 x 55



A&S Building Systems
1880 Hwy. 116
Caryville, TN 37714

Customer:
Down to Earth Energy
941 Monroe Jersey Rd.
Monroe, GA 30655

Builder: Anderson Metal Building Erectors, Inc.
2617 Abbott Lake Rd.
Conyers, GA 30094

CONTACT: Stefan T. Sydnor

CONTRACT: 2018-001

PROJECT: 2018-001

Drawing Status: ☐ Preliminary ☐ For Approval ☐ For Construction Permit ☐ For Erector Installation

Scale: NOT TO SCALE	
VERSION	PAPER SIZE
	22x34
ESTIMATOR	DATE
Stefan	10/23/018
JOB NAME	
Down to Earth Energy	
MEMBER	



The engineer whose seal appears hereon is an employee for the manufacturer for the materials described herein. Said seal or certification is limited to the products designed and manufactured by manufacturer only. The undersigned engineer is not the overall engineer of record for this project.

**NOTICE TO THE PUBLIC
CITY OF MONROE**

**A petition has been filed with the
City of Monroe requesting the
property at 941 Monroe-Jersey Rd to
be rezoned from PCD/M1 to M1
A public hearing will be held before
the Monroe Planning and Zoning
Commission at City Hall Auditorium at
215 N. Broad Street on February 19, 2019
at 5:30 P.M. All those having an
interest should be present to voice
their interest.**

**A petition has been filed with the
City of Monroe requesting the
property at 941 Monroe-Jersey Road to
be rezoned from PCD/M1 to M1
A public hearing will be held before
The Mayor and City Council
at the City Hall Auditorium at
215 N. Broad Street on March 12, 2019
at 6:00 P.M. All those having an
interest should be present to voice
their interest.**

**PLEASE RUN ON THE
FOLLOWING DATE:**

February 3, 2019



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-24-49
Description: Variance request for 941 Monroe Jersey Rd.

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *approval as requested to reduce the side setback requirement to the requested 25'*

Background: This property has been zoned as M1 surrounded by a PCD for many years. The development pattern and intended uses more closely resemble M1 uses. This variance is concurrent with a re-zoning request to make the entire parcel M1. The required side yard setback in M1 zoning prior to 07-01-14 was 0'. Currently the M1 required side yard setback is 50'. The property owner will provide required screening and buffering as depicted on the submitted plan if the variance is granted.

Attachment(s):

See plans attached below.

Date: January 18, 2019

Petition Number: 19-00094

Applicant: Mountain Creek Enterprises, Inc.

Location: 941 Monroe Jersey Road

Existing Zoning: M1-C/PCD

Acreage: 7.54 ac

Proposed Use: Industrial

CODE ENFORCEMENT STAFF RECOMMENDATION

☒ Approve

☐ Deny

☐ Approve with recommended conditions

1. The applicant Mountain Creek Enterprises, Inc. is requesting a variance of section 700.3 Table 13 for reducing side setback from 50' to 25'. The property consists of 7.54 ac. It is zoned M1-C/PCD. The property has approximately 304.64 ft of road frontage on Monroe Jersey Road. The Code Department recommends approval.

Recommended conditions:

ZONING VARIANCE REQUEST



215 North Broad Street
Monroe, GA 30655
CALLFORINSPECTIONS
770-207-4674 ... Phone
dadkinson@monroega.gov

153

PERMIT NUMBER	DATE ISSUED	VALUATION	FEE	ISSUED BY
19-00094	01/18/2019	\$ 0.00	\$ 200.00	adkinson

N
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LOCATION **941 Monroe - Jersey Rd**
Monroe, GA 30655

USEZONE **PCD/M1**

PN **M0033-001-000**

FLOODZONE

SUBDIVISION

CONTRACTOR

Mountain Creek Enterprises, Inc.

LOT

BLOCK

630 Riverbend Rd
Monroe GA 30655

UTILITIES...

Electric

Sewer

Gas

OWNER **Mountain Creek Enterprises, Inc., 678 522 6560**

630 Riverbend Rd
Monroe GA 30655

PROJECTID# **941Monroe -**
JerseyRd-190118-1

EXPIRATIONDATE: **06/18/2019**

CHARACTERISTICS OF WORK

DESCRIPTION OF WORK

REQUEST FOR VARIANCE OF SECT 700.3
TABLE 13 SIDE SETBACK P&Z MTG 2/19/19
@ 5:30 PM -COUNCIL MTG 3/12/19 @ 6:00
PM 215 N BROAD STREET

NATURE OF WORK

Other

CENSUS REPORT CODE

880 - * Zoning Variance Request

DIMENSIONS

#STORIES

SQUAREFOOTAGE

Sq. Ft.

#UNITS

SINGLE FAMILY ONLY

#BATHROOMS

#BEDROOMS

TOTAL ROOMS

NOTICE

This permit becomes null and void if work or construction authorized is not commenced within six (6) months, or if construction or work is suspended or abandoned for a period of six (6) months at any time after work is started.

I hereby certify that I have read and examined this document and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. Granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Signature of Contractor or Authorized Agent

Date

Approved By

Date

MANAGE YOUR PERMIT ONLINE

WEB ADDRESS

<http://BuildingDepartment.com/project>

PERMIT NUMBER

19-00094

PERMIT PIN

57735

BP1-20040705-sl



Variance/Conditional Use Application

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

Meeting of: _____

Your representative must be present at the meeting

Street address 941 Monroe Jersey Rd Council District 1 / 3 Map and Parcel # M0330001
Zoning M1 PCD Acreage 7.54 Proposed Use M1/Shop Road Frontage 285 ft. / on
_____ (street or streets)

Applicant
Name Rick Huszagh
Address 630 Riverbend Rd Monroe
Phone # 678-522-6560

Owner
Name Mountain Creek Enterprises
Address 630 Riverbend Rd Monroe
Phone # 678-522-6560

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:

Truck Shop for serving Down to Earth Energy semi and vacuum trucks. Down to Earth Energy will be the occupant with one employee in the shop from 8am to 5pm. Trucks to be serviced are in the existing yard.

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

The shop will be located on the 7.5 acres on which Down to Earth Energy is a tenant. The current use is M1 where the biodiesel plant exists and PCD where offices are located.

State reason for request and how it complies with the Zoning Ordinance section 1425.5(1)-(10) & 1430.6(1)-(8):

Due to the nature of the lot dimensions and the proximity to Breaux Pest Control on parcel # C1020004400 which is zoned I1 we are needing the shop building to be 25' from the property line. The current buffer required is 50'.

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:

The structure is 50'x80' and has a pitched roof with a height of 17'6" in the front and 25'10" in the back facing Breaux Pest Control. The buffer will be landscaped with evergreen trees. The roof will have solar panels installed.

State the particular hardship that would result from strict application of this Ordinance:

Due to the positioning of the building in relation to the entrance of trucks into the facility the building needs to be situated as close to the Breaux property line as possible to allow trucks to drive through the shop.

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  Date: 1/17/19

**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: _____

Date: _____

Notary Public

Commission Expires: _____

I hereby withdraw the above application: Signature _____ Date _____

Appendix 4 - Description of location – Warranty Deed

1-4
HB

Return To:
Preston & Malcom, P.C.
110-112 Court Square
Post Office Box 984
Monroe, Georgia 30655
File No.: 05-21045



Deed Doc: WD
Recorded 06/09/2006 12:45PM
Georgia Transfer Tax Paid : \$298.20

KATHY K. TROST
CLERK SUPERIOR COURT, WALTON COUNTY
Bk 02485 Pg 0279

[Space above this line for recording data]

WARRANTY DEED

STATE OF GEORGIA

COUNTY OF WALTON

THIS INDENTURE, made the 9th day of June, in the year two thousand six, between

ADO, INC. and JP SHEA INVESTMENTS, INC.

of the County of Walton, and State of Georgia, as party or parties of the first part, hereinafter called Grantor, and

MOUNTAIN CREEK ENTERPRISES, INC.

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 Dollars and No/100----- (\$10.00) DOLLAR in hand paid at and before the sealing and delivery of these presents, the receipt whereof is hereby acknowledged, has granted, bargained, sold, aliened, conveyed and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto the said Grantee,

All that tract or parcel of land, together with all improvements thereon, situate, lying and being in the State of Georgia, County of Walton, located in Land Lot 1 of the 3rd Land District, containing 7.401 acres as shown by a plat of survey entitled "Survey for Gerald Atha", prepared by Brewer & Dudley, L.L.C., certified by John F. Brewer, Georgia Registered Land Surveyor No. 2115, dated February 20, 2003, recorded in Plat Book 90, Page 97, Clerk's Office, Walton Superior Court. Reference to said plat of survey and the record thereof being hereby made for a more complete 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, with all and singular the rights, members and appurtenances thereof, to the same being, belonging, or in anywise appertaining, to the only proper use, benefit and behoof of the said Grantee forever in FEE SIMPLE.

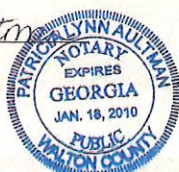
AND THE SAID Grantor will warrant and forever defend the right and title to the above described property unto the said Grantee against the claims of all persons whomsoever.

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

Signed, sealed and delivered in the presence of:

Carrie Smith
Unofficial Witness

Patricia Lynn Austin
Notary Public



SEAL AFFIXED

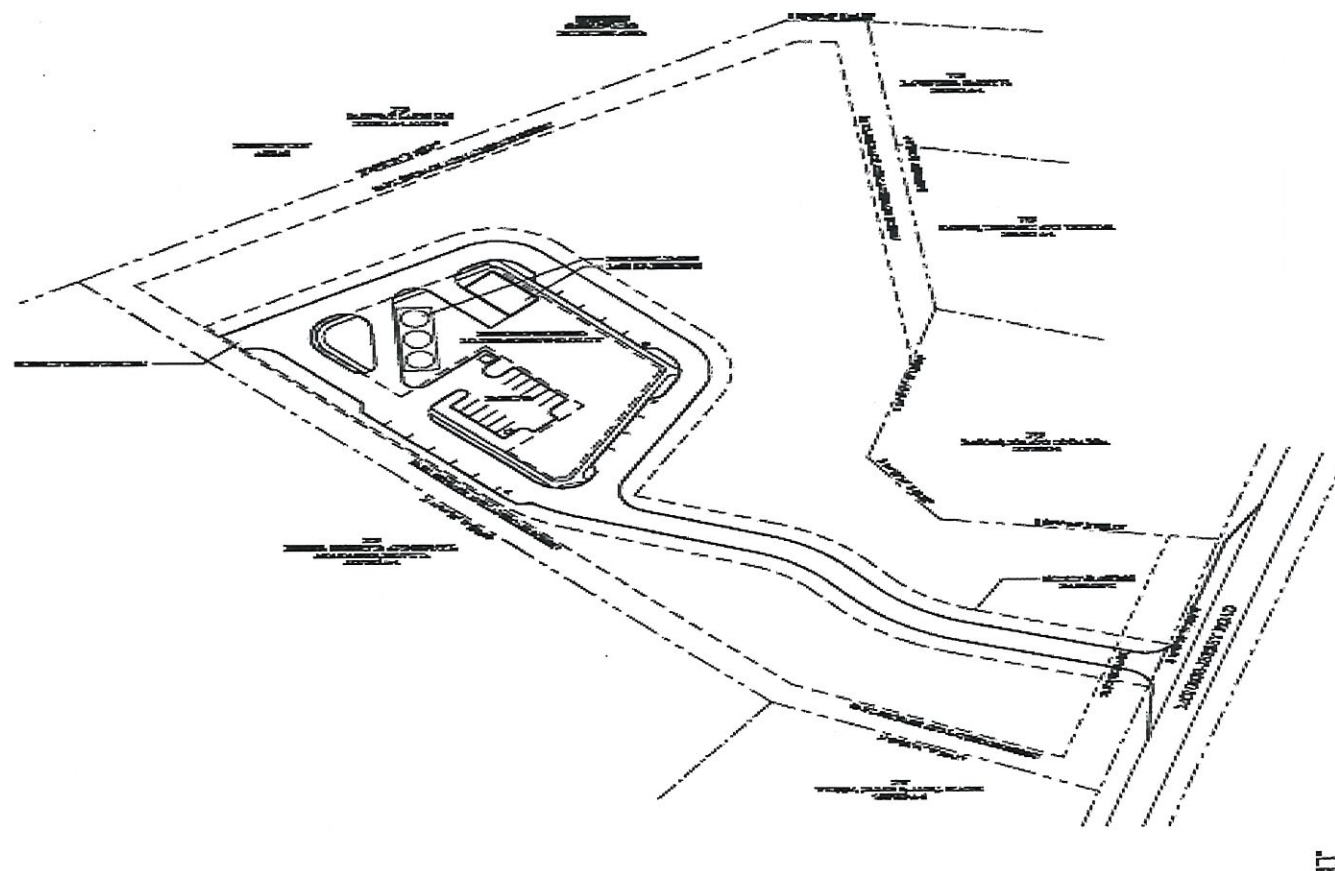
ADO, INC.

By: A. Dale Overstreet (SEAL)
A. DALE OVERSTREET, CEO/PRESIDENT

SEAL AFFIXED
JP SHEA INVESTMENTS, INC.

By: John P. Shea (SEAL)
JOHN P. SHEA, CEO/PRESIDENT

SEAL AFFIXED



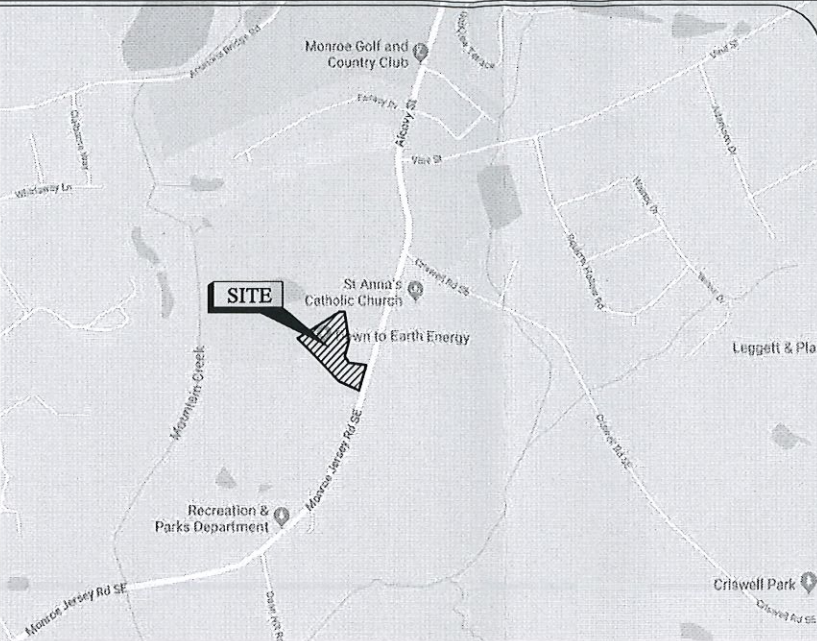
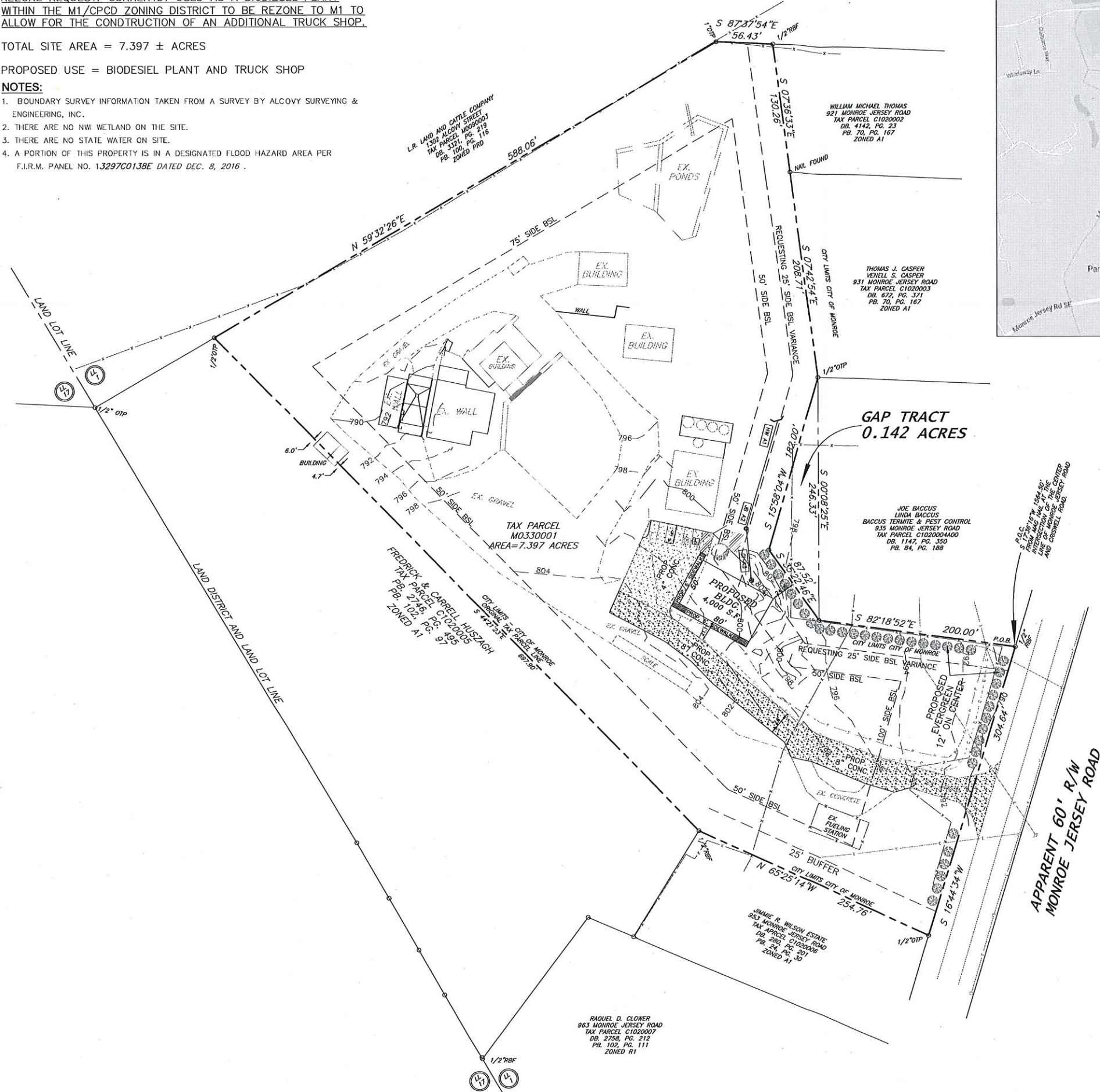
REZONE REQUEST: CURRENTLY USED AS A BIODIESEL PLANT
WITHIN THE M1/CPCD ZONING DISTRICT TO BE REZONE TO M1 TO
ALLOW FOR THE CONSTRUCTION OF AN ADDITIONAL TRUCK SHOP.

TOTAL SITE AREA = 7.397 ± ACRES

PROPOSED USE = BIODIESEL PLANT AND TRUCK SHOP

NOTES:

1. BOUNDARY SURVEY INFORMATION TAKEN FROM A SURVEY BY ALCOVY SURVEYING & ENGINEERING, INC.
2. THERE ARE NO NW WETLAND ON THE SITE.
3. THERE ARE NO STATE WATER ON SITE.
4. A PORTION OF THIS PROPERTY IS IN A DESIGNATED FLOOD HAZARD AREA PER F.I.R.M. PANEL NO. 13297C0138E DATED DEC. 8, 2016 .



VICINITY MAP
N.T.S.

SITE ANALYSIS

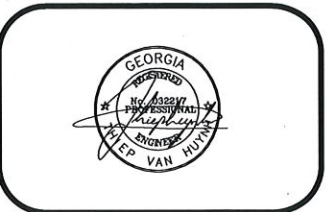
TOTAL BUILDING	4,000 S.F.
1 STORY	
TRUCK SHOP	4,000 S.F.
TOTAL AREA	7.397 AC.
REQUEST ZONING	M1
REQUIRED	
1 SP. / 3 EMPLOYEE	SPACES
10 EMPLOYEES	4 SPACES
TOTAL REQUIRED	4 SPACES
TOTAL PROVIDED	6 SPACES
H.C. SPACES REQ.	1 SPACES
H.C. SPACES PROVIDED	1 SPACES

MAX. GROSS S.F. OF BUILDING= 11,560 S.F.
MAX. TO COVERAGE= 35.88%
MAX. HEIGHT= 75 FT
MIN S.F. OF PARKING AND DRIVE= 16,955 S.F.
PROPOSED PARKING=6

50' 0' 50' 100'

GEORGIA811
www.Georgia811.com

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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REZONE REQUEST

PROPOSED
DOWN TO EARTH ENERGY
BIODIESEL NDSS
EXPANSION

PARCEL: M0330001
LAND LOT: 1
DISTRICT: 3RD
941 MONROE JERSEY ROAD
MONROE, GA

DATE: 1/18/2019
SCALE: 1"=50'

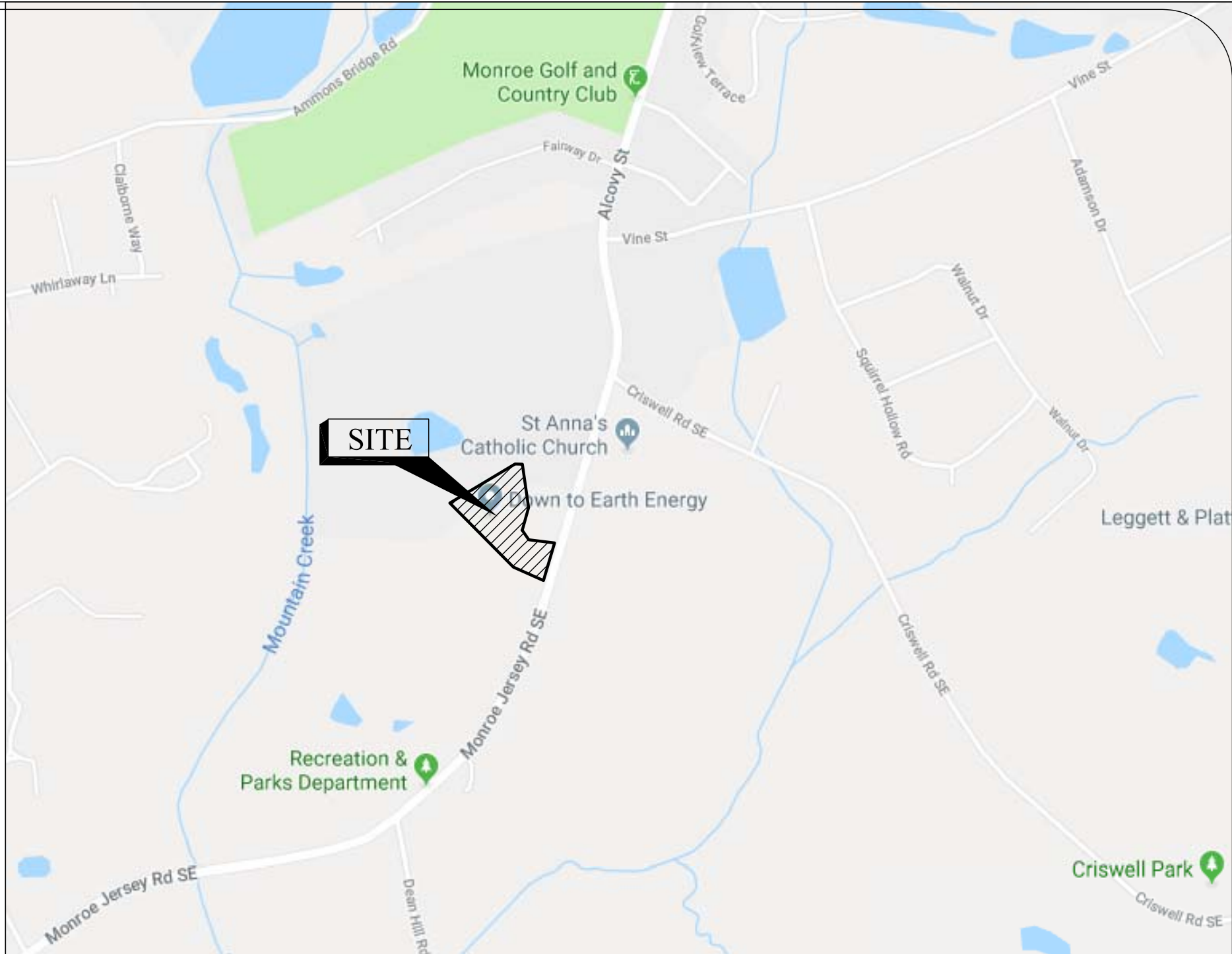
OWNER / DEVELOPER

DOWN TO EARTH ENERGY
941 MONROE-JERSEY ROAD
MONROE, GA 30655

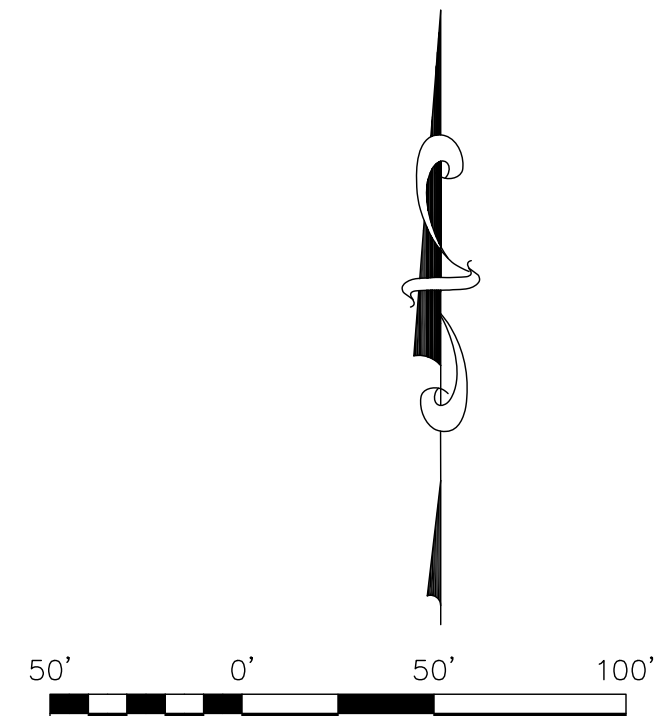
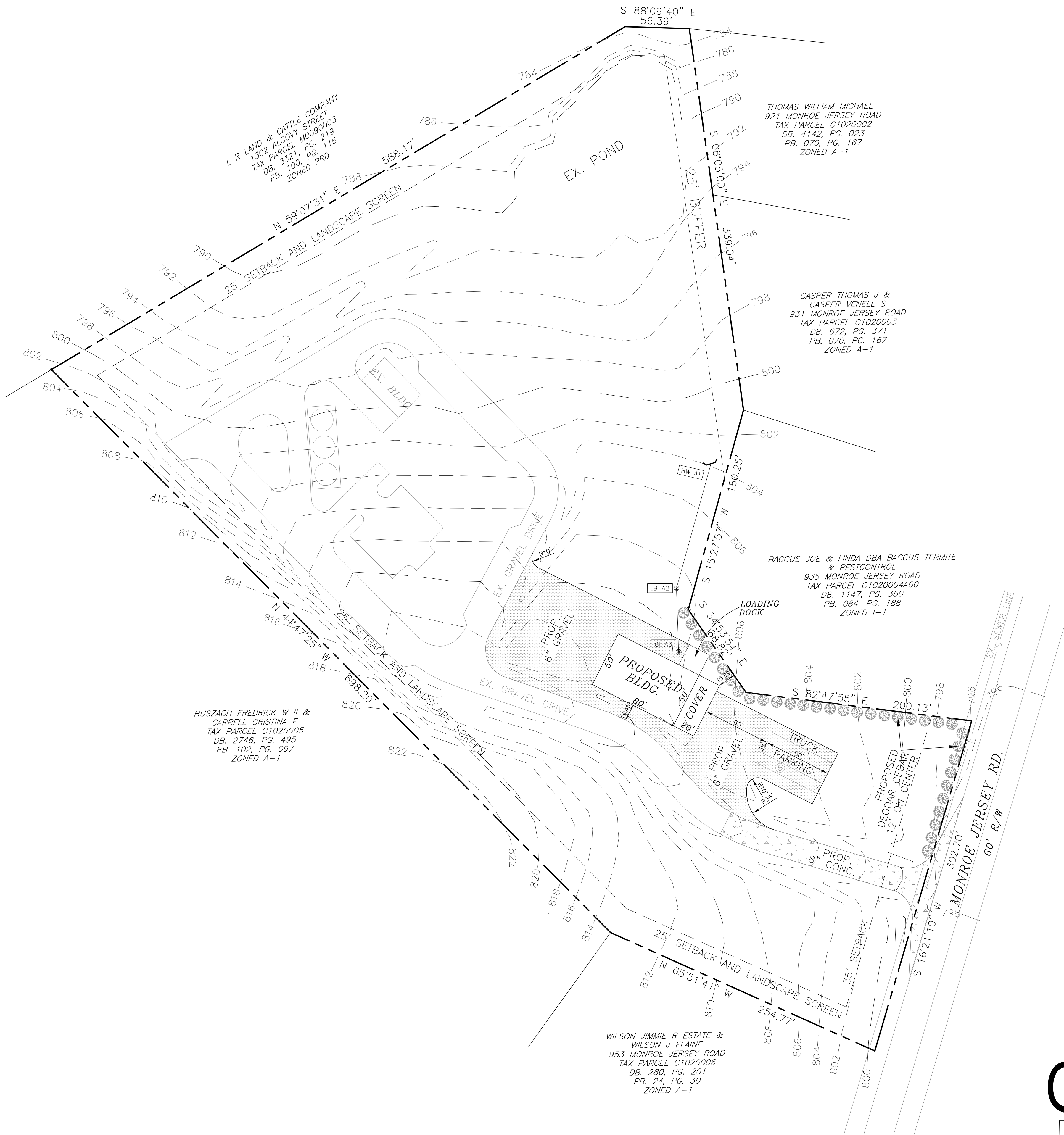
24 HOUR - EMERGENCY CONTACT
RICK HUSZAGH
678-522-6560
rick@downtoearthenergy.net

REVISIONS		
NO.	DATE	DESCRIPTION

JOB No. 09-025
RZ



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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CONCEPT PLAN

**PROPOSED
DOWN TO EARTH
ENERGY
BIODIESEL NDSS
EXPANSION**

PARCEL: M0330001
LAND LOT: 1
DISTRICT 3RD
941 MONROE JERSEY ROAD
WALTON COUNTY, GA

DATE: 12/05/2018
SCALE: 1"=50'

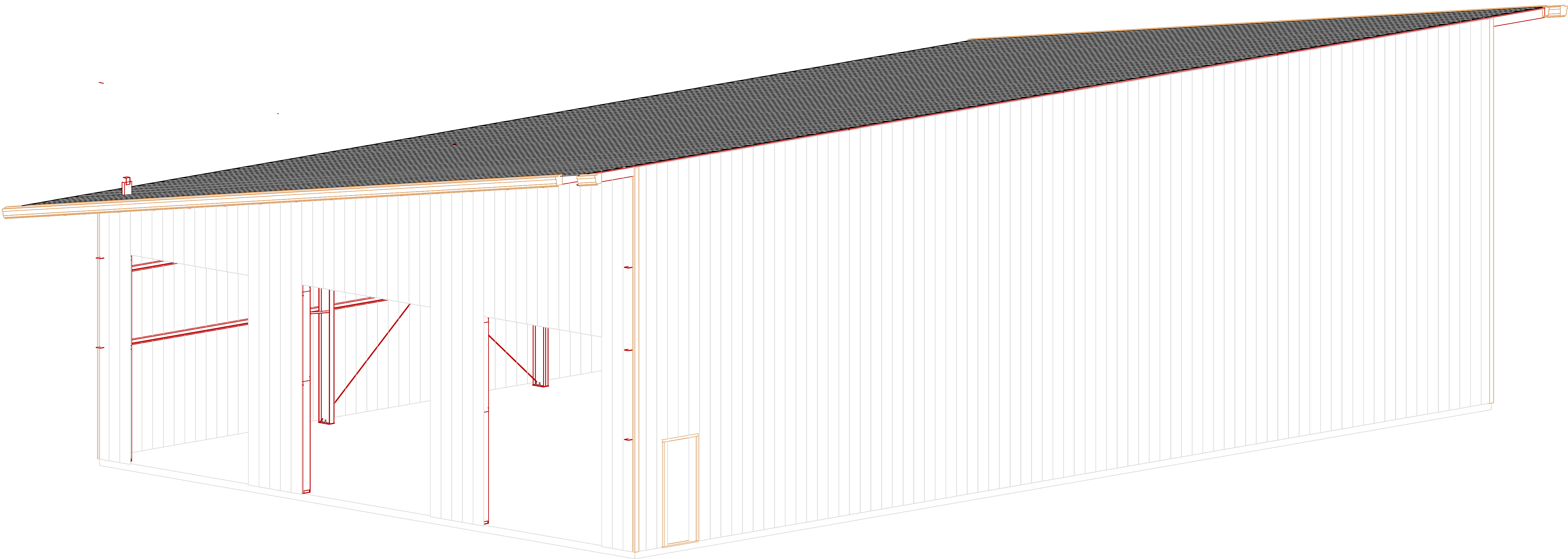
OWNER / DEVELOPER
DOWN TO EARTH ENERGY
941 MONROE-JERSEY ROAD
MONROE, GA 30655

24 HOUR - EMERGENCY CONTACT
RICK HUSZAGH
678-522-6560

REVISIONS		
NO.	DATE	DESCRIPTION

JOB No. 09-025
C-1

NOT FOR CONSTRUCTION



This drawing is not for construction. This drawing is intended to depict general building information and is solely for sales presentation purposes. For clarity of presentation, items depicted may be different from actual design and final drawings. In the event of conflict between this drawing and the purchase order, the purchase order shall prevail.

3D FRONT LEFT - (A) 90 x 55



A&S Building Systems
1880 Hwy. 116
Caryville, TN 37714

Builder: Andersson Metal Building Erectors, Inc.
2617 Abbott Lake Rd.
Conyers, GA 30094

Customer: Down to Earth Energy
941 Monroe Jersey Rd.
Monroe, GA 30655

CONTACT: Stefan T. Sydnor

PHONE:

Drawing Status:

☐ Preliminary
☐ For Approval

☐ For Construction Permit
☐ For Erector Installation

Scale: NOT TO SCALE

VERSION	PAPER SIZE
ASTEK-II 7.4.2	22x34

ESTIMATOR	DATE
Stefan	10/23/018

JOB NAME
Down to Earth Energy

MEMBER



The engineer whose seal appears hereon is an employee for the manufacturer for the materials described herein. Said seal or certification is limited to the products designed and manufactured by manufacturer only. The undersigned engineer is not the overall engineer of record for this project.

2018 AD VALOREM TAX NOTICE FOR THE COUNTY OF WALTON

YEAR	BILL NUM	ACCOUNT NUMBER	DI	LOCATION/DESCRIPTION	MAP/PARCEL	FAIR MARKET VALUE
2018	025605	512100 010	1	7.40AC	M 33 1	233,000
TAXING ENTITY	ASSESSMENT	EXEMPTION	TAXABLE VALUE	MILLAGE RATE	CREDITS	TAXES DUE
COUNTY	93200		93200	.0109050		1,016.35
SCHOOL	93200		93200	.0186000	223.68	1,733.52
SCH BOND	93200		93200	.0026000		242.32
CITY TAX	93200		93200	.0052980	379.79	493.77
CITY BOND	93200		93200	.0019790		184.44

TOTAL SCHOOL TAXES 1,975.84
TOTAL COUNTY TAXES 1,016.35
TOTAL CITY TAXES 678.21

MOUNTAIN CREEK
ENTERPRISES INC
630 RIVERBEND RD SE
MONROE GA 30655-5966

PAYMENT MUST BE MADE ON OR BEFORE
NOVEMBER 15, 2018
YOUR CANCELLED CHECK IS YOUR RECEIPT

TOTAL TAX DUE 3,670.40
CREDITS ARE LISTED FOR INFORMATION PURPOSES ONLY
WALTON CO. TAX COMM.
303 S. HAMMOND DRIVE
SUITE 100
MONROE, GA. 30655

This bill is not sent to your mortgage company. If you have an escrow account, please forward a copy to your mortgage company. 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 4/01/2019 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 4/01/2019 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 22.678
Reduction in mill rate due to rollback to taxpayers of sales tax proceeds this previous year 6.475
Actual mill rate set by local officials 16.203

pd 11/2/18
mailed
ck 6758

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe has received a request for a variance of section 700.3 Table 13 side setbacks of the Zoning Ordinance for 941 Monroe-Jersey Road. A public hearing will be held on February 19, 2019 before the Planning & Zoning Commission, at 5:30 P. M.

The City of Monroe has received a request for a variance of section 700.3 Table 13 Side Setbacks of the Zoning Ordinance for 941 Monroe-Jersey Road. A public hearing will be held on March 12, 2019 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:**

February 3, 2019

**City of Monroe**

215 N Broad Street
Monroe, Georgia 30655
(770) 267-3429

OCCUPATIONAL TAX CERTIFICATE

Business Name: MAJOR HUMPHREY'S BREWING COMPANY
DBA: MAJOR HUMPHREY'S BREWING
COMPANY

Business Location: 320 S MADISON AVE
MONROE, GA 30655

Mailing Address: 297 CANNONADE COURT
MONROE, GA 30655

Owner: MAJOR HUMPHREY'S BREWING COMPANY

License Number: 35951

License Type: Business License

Issued Date: 1/1/2019

Classification: Merchant

Expiration Date:

Code Department - City of Monroe

Code Department - City of Monroe

Non-Transferable. Subject to be revoked if abused.

TO BE POSTED IN A CONSPICUOUS PLACE

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****CONSUMPTION ON PREMISE:****LICENSE FEE:**

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	_____

PACKAGE:**LICENSE FEE:**

BEER/WINE	\$2000.00	_____
HOTEL/MOTEL IN ROOM SERVICE	\$250.00	_____
GROWLERS	\$2000.00	_____

MANUFACTURER**LICENSE FEE: 1 FEE ONLY**

DISTILLERIES OR MICRO-DISTILLERIES	\$1500.00	_____
BREWERY OR MICRO-BREWERIES	\$1000.00	_____✓_____
BREWPUB	\$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
REGISTRATION

\$300.00

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. This administrative / investigative fee applies to new applications only-does not apply to renewals.

1. Full Name of Business Major Humphrey's Brewing Company, LLC

Under what name is the Business to operate? Major Humphrey's Brewing Co.

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

Limited Liability Company; Domestic

2. Address: a) Physical: 320 S. Madison Ave. Monroe, GA

b) Mailing: 297 Cannonade Ct. Monroe, GA

3. Phone _____ Beginning Date of Business in City of Monroe Feb. 8, 2018

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 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 Shawn Earl Berube

Full Name of Spouse, if Married Brittany Jean Berube

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

Birthplace Franklin, Louisiana

Current Address 2271 Emerald Dr City Loganville St GA Zip 30052

Home Telephone 678-524-0355

Number of Years at present address 2 yrs & 8 mo.

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

n/a

Number of years at previous address n/a

8. If new business, date business will begin in Monroe Feb 8, 2018

If transfer or change of ownership, effective date of this change n/a

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

Previous applicant & D/B/A n/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 Shawn E. Berube; Brewmaster; 320 S. Madison

Ave Monroe, GA; 678-524-0355; Major Humphrey's
Brewing Company, LLC

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.

n/a

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.

n/a

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.

Shawn E. Berube; 2271 Emerald Dr Loganville GA, 30052; 678-524-0355 - 45%
David M. B. Island; 297 Cannonade Ct Monroe, GA 30655; 404-667-6386 - 45%

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

18. Does applicant receive any financial aid or assistance from any manufacturer or wholesaler of alcoholic beverages? If yes, explain. no.

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

No.

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?

No.

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. James Swann

Name

2240 Hawthorne Trace

Address

Monroe GA 30655 678-993-3303

City

State

Zip

Telephone

2. David Yates

Name

3117 Preston Connor Blvd

Address

Monroe GA 30656 404-456-1098

City

State

Zip

Telephone

3. Marsh Peterson

Name

2689 Powell Court

Address

Monroe GA 30656 678-253-2549

City

State

Zip

Telephone

This the 12 day of Feb 2019.

[Signature] (Signature Applicant)

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

Shawn E. Berube (Print Name)

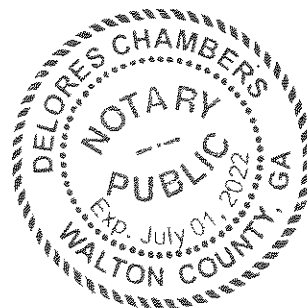
Or: [Signature] (Signature of Corporate Officer)

Shawn E. Berube (Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: _____

Notary Public: Delores Chambers

Executed: 2/12/19





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

OCCUPATION TAX APPLICATION

BUSINESS NAME SSM2 USA LLC TELEPHONE (770) 267-3530

ADDRESS 705 W Spring Street, Monroe Georgia TYPE OF BUSINESS

MAILING ADDRESS 705 W Spring Street Monroe Ga 30655 C-Store

EMAIL ADDRESS MARATHONMONROE@gmail.com

OWNER'S NAME NAVROL SOMANI TELEPHONE (404) 384-7885

EMERGENCY CONTACT PERSON: MURAD ALI

TELEPHONE (404) 944-4978

PROPERTY OWNER'S NAME: BROWN properties

TELEPHONE (770) 616-5054

**NUMBER OF EMPLOYEES: FULL TIME 2

PART TIME _____

**(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 CITY? ☐ 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: [Signature] Date 02 / 20 / 19

Notice: All businesses located in the City of Monroe are subject to inspection by City Code and Fire Officials

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

CONSUMPTION ON PREMISE:

LICENSE FEE:

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	_____

PACKAGE:

LICENSE FEE:

BEER/WINE	\$2000.00	_____ ✓
HOTEL/MOTEL IN ROOM SERVICE	\$250.00	_____
GROWLERS	\$2000.00	_____

MANUFACTURER

LICENSE FEE: 1 FEE ONLY

DISTILLERIES OR MICRO-DISTILLERIES	\$1500.00	_____
BREWERY OR MICRO-BREWERY	\$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. This administrative / investigative fee applies to new applications only-does not apply to renewals.

1. Full Name of Business SSM2 USA LLC

Under what name is the Business to operate? Marathon Food Mart

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

2. Address: a) Physical: 705 W Spring St Monroe, LA 70655

b) Mailing: 705 W Spring St Monroe LA 70655

3. Phone 770-267-3530 Beginning Date of Business in City of Monroe 02/01/2019

4. ☐ New Business ☒ Existing business purchase

penalty Based on approval
of license from authority

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

5. Federal Tax ID Number 83-3556421 Georgia Sales Tax Number 308-996134

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 NAVR02 Somanani

Full Name of Spouse, if Married Roseana Somanani

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

Birthplace INDIA

Current Address 5820 S 16th Dr City Tucker St Ga Zip 30084

Home Telephone 404-519-7791

Number of Years at present address 2 yrs

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

144 Thorncrest Ct Tucker Ga 30084

Number of years at previous address 10 yrs

8. If new business, date business will begin in Monroe 04-01-2019

If transfer or change of ownership, effective date of this change 09-01-2019

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

Previous applicant & D/B/A 18 management llc, Rsp Super Shop

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 NAVR02 Somanani - 404-944-4924

Safeway - 678-365-9745

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.

SSM2 USA LLC, GEORGIA, 4705 Spring St, Marietta 30067
Alavik Somani 100% owner

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. NO

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. Alavik Somani 100%

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

18. Does applicant receive any financial aid or assistance from any manufacturer or wholesaler of alcoholic beverages? If yes, explain. no

19. Does the applicant have any financial interest in any manufacturer or wholesaler of alcoholic beverages? If yes, please explain. no

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?

no

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. Wesley Sisk / Brown oil company
 Name
205 E. Spring Street
 Address
Monroe GA 30655 770-616-5054
 City State Zip Telephone

2. MURAD ALI
 Name
74 Lanford Rd
 Address
Dickens GA 30097 404-984-9444
 City State Zip Telephone

3. Navroz Somani
 Name
3570 Graham Way SW
 Address
Atlanta GA 30042 404-384-7885
 City State Zip Telephone

This the _____ day of _____ 20____.

 (Signature Applicant)

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

Navroz Somani (Print Name)

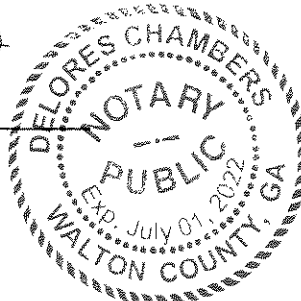
Or: [Signature] (Signature of Corporate Officer)

NAVROZ Somani (Printed Name and Title of Corporate Officer)

Signed, sealed and delivered in the presence of: Delores Chambers

Notary Public: 7-01-2022

Executed: 2-26-19



AN ORDINANCE TO AMEND THE CODE OF CITY OF MONROE, GEORGIA.

TO REVISE DEVELOPMENT REGULATIONS AS FOLLOWS:

Be it ordained by the Mayor and Council of the City of Monroe, Georgia.

Article 11, by repealing said Article 11 in its entirety and inserting in lieu thereof a new Article 11 which shall read as follows:

PERFORMANCE AND MAINTENANCE BONDS

11.1. Performance and Maintenance Agreement

Prior to the approval of a Final Plat or Certificate of Occupancy, the developer shall provide to the Department a Performance and Maintenance Agreement in a form as required by the Department.

11.1.1 Performance Surety

1. When Required. Performance surety shall be required, prior to the approval of a Final Plat or Certificate of Occupancy, for any development containing unfinished amenities, improvements, or installations required to be constructed by this ordinance or as a condition of any approval or permit granted thereunder, which the Director, in his sole discretion, determines to be the result of unusual weather, site conditions, or construction phasing situations. All other developments shall be completed prior to the approval of a Final Plat or Certificate of Occupancy.
2. Purpose. Performance surety shall be conditioned upon the faithful performance by the developer of all work required to complete all amenities, improvements, and installations for the development in compliance with this ordinance and any approval or permit granted thereunder within one (1) year of the approval of the Final Plat or Certificate of Occupancy.
3. Form. Performance surety shall be payable to the City of Monroe in the form of:
 - a). Cash deposited in an account with the City of Monroe along with an escrow agreement, in a form acceptable to the Director, from the developer; or
 - b). A surety bond, in a form acceptable to the Director, from a company that is listed on the U.S. Department of the Treasury's Listing of Approved Sureties (Department Circular 570) as of the date of issuance and authorized by law to do business in the State of Georgia; or

c). An irrevocable letter of credit, in a form acceptable to the Director, from a financial institution that has a Texas Ratio of less than 100% as of the date of issuance and is authorized by law to do business in the State of Georgia.

4. Amount. Performance surety shall be in an amount equal to the cost of construction of the required work plus an additional fifty percent (50%) of said costs, as calculated by the Director.
5. Period. Performance surety shall be for a period of one (1) year.
6. Release and Forfeiture. Performance surety shall be released to the developer upon request if all work required to complete all amenities, improvements, and installations for the development in compliance with this ordinance and any approval or permit granted thereunder has been completed within one year. If such work has not been completed within said one-year period, the performance surety shall be forfeited to the City of Monroe.

11.1.2 Maintenance Surety

1. When Required. Maintenance surety shall be required, prior to the
 - a). approval of a Final Plat or Certificate of Occupancy, for any development containing public improvements.
2. Purpose. Maintenance surety shall be conditioned upon the faithful
 - a). maintenance by the developer of the public improvements in compliance with this ordinance and any approval or permit granted thereunder for a period of two (2) years following the approval of the Final Plat or Certificate of Occupancy.
3. Form. Maintenance surety shall be payable to the City of Monroe in the form of
 - a) Cash deposited in an account with the City of Monroe along with an escrow agreement in a form acceptable to the Director, from the developer; or
 - b) A surety bond, in a form acceptable to the Director, from a company that is listed on the U.S. Department of the Treasury's Listing of Approved Sureties (Department Circular 570) as of the date of issuance and authorized by law to do business in the State of Georgia; or

- c) An irrevocable letter of credit, in a form acceptable to the Director, from a financial institution that has a Texas Ratio of less than 100% as of the date of issuance and is authorized by law to do business in the State of Georgia.
- 4. Amount. Maintenance surety shall be in an amount equal to fifty percent (50%) of the cost of construction of the public improvements, as calculated by the Director.
- 5. Period. Maintenance surety shall be for a period of two (2) years.
- 6. Release and Forfeiture. Maintenance surety shall be released to the developer upon request if the public improvements have been maintained in compliance with this ordinance and any approval or permit granted thereunder for a period of two years. If the public improvements are not so maintained by the developer for the entirety of said two-year period, the maintenance surety shall be forfeited to the City of Monroe.

EFFECTIVE DATE

This Ordinance shall take effect after its adoption.

FIRST READING. This 12th day of February, 2019.

SECOND READING and ADOPTED on this the 12th day of March, 2019.

CITY OF MONROE, GEORGIA

By: _____ (SEAL)
John Howard, Mayor

Attest: _____ (SEAL)
Logan Propes, City Administrator

AN ORDINANCE OF THE CITY OF MONROE TO ADOPT CERTAIN SPEED ZONE LIMITS FOR THE ROADS OF THE CITY OF MONROE; TO PROVIDE FOR CERTAIN SCHOOL ZONE HOUR RESTRICTIONS TO SPEED LIMITS; TO AUTHORIZE THE USE OF SPEED DETECTION DEVICES WITHIN THE CITY LIMITS OF THE CITY OF MONROE; TO PROVIDE PROCEDURES FOR IMPLEMENTATION AND ENFORCEMENT; AND FOR OTHER PURPOSES

The Mayor and Council of the City of Monroe, Georgia, hereby ordain as follows:

Article I

Section 1. Pursuant to OCGA 40-6-183, the City of Monroe hereby establishes the following speed zones on the roads and streets located within the City Limits of the City of Monroe all as more fully detailed and outlined in Exhibit A, attached hereto.

Section 2. Said speed zones and speed limits, including the restrictions relating to school zones, are hereby established based on an engineering and traffic investigation as prescribed by OCGA 40-6-183.

Article II

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

Article III

This Ordinance shall take effect upon adoption and execution by the Mayor and Council.

FIRST READING. This ____ day of March, 2019.

SECOND READING AND ADOPTED on this ____ day of April, 2019.

CITY OF MONROE, GEORGIA

By: _____
John S. Howard, Mayor

Attest: _____
Debbie Kirk, City Clerk



Russell R. McMurry, P.E., Commissioner
One Georgia Center
600 West Peachtree Street, NW
Atlanta, GA 30308
(404) 631-1000 Main Office

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December 17, 2018

City of Monroe
Attention: Mayor John Howard
P.O. Box 1249
Loganville, Georgia 30052

SUBJECT: Speed Zone Ordinance
City of Monroe, Walton County

Dear Mr. Howard,

Georgia Department of Transportation has completed the update for the City of Monroe Speed Zone Ordinance.

Two copies of the updated ordinance is enclosed for your review and approval. Once approved, please forward one signed notarized copy of the ordinance to the Gainesville office listed below for further processing. This copy will be maintained for our files and will be forwarded to the Department of Public Safety for their review and approval.

It is the City's responsibility to sign all off-system roadways. Speed limit signs and speed checked by detection device signs have to be in place for thirty (30) days prior to radar use. The attached ordinance will go into effect upon approval from the Department of Public Safety. However, the City cannot use any speed detection device until the signing requirements are met.

We appreciate your patience and cooperation in this matter. Should you have questions or require assistance, please contact Jonathan Peavy at (770) 533-8276.

Sincerely,

A handwritten signature in blue ink, reading "Sue Anne Decker".

Sue Anne H. Decker, P.E.
District Traffic Engineer

SHD: JP
Attachments

The City of Monroe is hereby requesting that the following roadways be approved for the use of speed detection devices:

LIST OF ROADWAYS
for
CITY OF MONROE

ON-SYSTEM

STATE ROUTE	WITHIN THE CITY/TOWN LIMITS OF and/or School Name	FROM	MILE POINT	TO	MILE POINT	LENGTH IN MILES	SPEED LIMIT
SR 10	MONROE	1373' east of Troy Smith Road (West Monroe City Limits)	08.80	5100' east of Cherry Hill Road (East Monroe City Limits)	13.59	04.79	55
SR 10 Business	MONROE	State Route 10	00.00	2077' west of State Route 138	00.44	00.44	45
SR 10 Business	MONROE	2077' west of State Route 138	00.44	100' east of Jackson Street	02.56	02.12	35
SR 10 Business *** SCHOOL ZONE ***	MONROE George Walton Academy SCHOOL DAYS ONLY	575' west of George Walton Academy Drive	00.99	530' east of George Walton Academy Drive	01.20	00.21	30
SR 10 Business	MONROE	100' east of Jackson Street	02.56	67' west of Milledge Avenue	02.80	00.24	30
SR 10 Business	MONROE	67' west of Milledge Avenue	02.80	168' east of Hammond Drive	03.55	00.75	35
SR 10 Business	MONROE	168' east of Hammond Drive	03.55	State Route 10	04.10	00.55	45
SR 11	MONROE	260' north of South Madison Avenue (South Monroe City Limits)	11.35	417' north of South Madison Avenue	11.38	00.03	55
SR 11	MONROE	417' north of South Madison Avenue	11.38	542' south of Walker Drive	11.84	00.46	45
SR 11	MONROE	542' south of Walker Drive	11.84	157' south of Mears Street	12.48	00.64	35
SR 11	MONROE	157' south of Mears Street	12.48	Alcovy Street	12.86	00.38	30
SR 11	MONROE	Alcovy Street	12.86	Walton Street	13.35	00.49	25
SR 11	MONROE	Walton Street	13.35	150' north of Marable Street	13.58	00.23	30
SR 11	MONROE	150' north of Marable Street	13.58	Mayfield Drive	14.05	00.47	35
SR 11	MONROE	Mayfield Drive	14.05	213' north of Charlotte Rowell Bldv (North Monroe City Limits)	15.02	00.97	45

STATE ROUTE	WITHIN THE CITY/TOWN LIMITS OF <i>and/or School Name</i>	FROM	MILE POINT	TO	MILE POINT	LENGTH IN MILES	SPEED LIMIT
SR 83	MONROE	1390' south of Piedmont Parkway (South Monroe City Limits)	08.19	1291' south of Piedmont Parkway	08.21	00.02	55
SR 83	MONROE	1291' south of Piedmont Parkway	08.21	State Route 10	08.99	00.78	45
SR 138	MONROE	1025' west of Michael Etchinson Road (West Monroe City Limits)	09.30	State Route 10 westbound on/off ramp	10.44	01.14	45

OFF-SYSTEM

ROAD NAME	WITHIN THE CITY/TOWN LIMITS OF <i>and/or School Name</i>	FROM	TO	LENGTH IN MILES	SPEED LIMIT
Alcovy Street	Monroe	State Route 11	200' South of Barrett Street	00.41	30
Alcovy Street	Monroe	200' South of Barrett Street	200' North of Oakland Ridge	01.10	35
Alcovy Street	Monroe	200' North of Oakland Ridge	South Monroe City Limits	00.40	45
Atha Street	Monroe	Madison Avenue	State Route 11	00.39	30
Baker Street	Monroe	Hammond Drive	Southview Drive	00.92	30
Birch Street	Monroe	Marable Street	Cherry Hill Drive	00.46	35
Breedlove Drive	Monroe	State Route 10 Business	Alcovy Street	01.30	35
Bryant Road	Monroe	Marable Street	State Route 10 Business	00.55	30
Carwood Mayfield Drive	Monroe	State Route 10 Business	State Route 11	01.38	35
Cherry Hill Road	Monroe	State Route 10/US 78	2400' West of State Route 10/US 78	00.45	25
Cherry Hill Road	Monroe	2400' West of State Route 10/US 78	Birch Street	00.67	35
Church Street	Monroe	State Route 11	Hammond Drive	00.89	30
Church Street	Monroe	Hammond Drive	Poplar Court	00.40	35
Church Street	Monroe	Poplar Court	East Monroe City Limits	00.50	45
Davis Street	Monroe	State Route 11	Dead End	00.97	30
Fifth Street	Monroe	Madison Avenue	Dead End	00.49	25
Sixth Street	Monroe	State Route 11	Dead End	00.26	25
Glen Iris Drive	Monroe	State Route 10 Business	Marable Street	00.53	30
Hammond Drive	Monroe	State Route 10 Business	Church Street	00.63	35
Highland Avenue	Monroe	State Route 10 Business	Madison Avenue	00.79	25
Madison Avenue	Monroe	Mill Street	South Monroe City Limits	01.13	35

Marable Street	Monroe	State Route 11	400' North of Roosevelt Street	00.73	30
Marable Street	Monroe	400' North of Roosevelt Street	250' South of Walton Road	00.35	35
Marable Street	Monroe	250' South of Walton Road	North Monroe City Limits	00.50	45
McDaniel Street	Monroe	State Route 11	Pinecrest Drive	00.35	30
McDaniel Street	Monroe	Pinecrest Drive	Breedlove Drive	00.70	35
Pannell Road	Monroe	Madison Avenue	Southeast Monroe City Limits	00.33	35
Pinecrest Drive	Monroe	State Route 10	McDaniel Street	00.48	30
Plaza Drive	Monroe	State Route 10 Business	Mayfield Drive	00.62	30
Poplar Street	Monroe	Church Street	Southeast Monroe City Limits	00.69	35
Vine Street	Monroe	State Route 11	South Monroe City Limits	00.46	35
Walker Drive	Monroe	State Route 11	Alcovy Street	00.85	30
Walton Road	Monroe	Marable Street	North Monroe City Limits	00.74	35

*****SCHOOL ZONE HOURS ARE EFFECTIVE*****

A.M. from 45 minutes prior to commencement time to 15 minutes after commencement time –
SCHOOL DAYS ONLY

P.M. from 15 minutes prior to dismissal time to 45 minutes after dismissal time –
SCHOOL DAYS ONLY

ALL LISTS AND PARTS OF LISTS IN CONFLICT WITH THIS LIST ARE HEREBY REPEALED.

Signature of Governing Authority:

Mayor

City Council

Sworn and Subscribed before me

This _____ day of _____, _____.

NOTARY PUBLIC

GEORGIA CITIES WEEK

April 21-27, 2019

A RESOLUTION OF THE CITY OF MONROE RECOGNIZING GEORGIA CITIES WEEK, APRIL 21-27, 2019 AND ENCOURAGING ALL CITIZENS TO SUPPORT THE CELEBRATION AND CORRESPONDING ACTIVITIES.

WHEREAS, city government is the closest to most citizens, and the one with the most direct daily impact upon its residents; and

WHEREAS, city government is administered for and by its citizens, and is dependent upon public commitment to and understanding of its many responsibilities; and

WHEREAS, city government officials and employees share the responsibility to pass along their understanding of public services and their benefits; and

WHEREAS, Georgia Cities Week is a very important time to recognize the important role played by city government in our lives; and

WHEREAS, this week offers an important opportunity to spread the word to all the citizens of Georgia that they can shape and influence this branch of government which is closest to the people; and

WHEREAS, the Georgia Municipal Association and its member cities have joined together to teach students and other citizens about municipal government through a variety of different projects and information; and

WHEREAS, Georgia Cities Week offers an important opportunity to convey to all the citizens of Georgia that they can shape and influence government through their civic involvement.

NOW, THEREFORE BE IT RESOLVED THAT THE CITY OF MONROE DECLARES APRIL 21-27, 2019 AS GEORGIA CITIES WEEK.

BE IT FURTHER RESOLVED THAT THE CITY OF MONROE ENCOURAGES ALL CITIZENS, CITY GOVERNMENT OFFICIALS, AND EMPLOYEES TO DO EVERYTHING POSSIBLE TO ENSURE THAT THIS WEEK IS RECOGNIZED AND CELEBRATED ACCORDINGLY.

PASSED AND ADOPTED by the City of Monroe, March 12, 2019.

CITY OF MONROE, GEORGIA

By: _____
John S. Howard, Mayor

Attest: _____
Debbie Kirk, City Clerk



From: Beth Thompson, Finance Director

Department: Finance

Date: March 12, 2019

Description: FY 2018 End of Year Budget Amendments

Budget Account/Project Name: n/a

Funding Source: 2018 operating budgets: n/a

Budget Allocation: n/a Allocated in each dept. n/a

Budget Available: n/a Allocated in each dept. n/a

Requested Expense: n/a Company of Purchase: n/a

Recommendation:

Staff recommends that the Council approve the FY 2018 End of Year Budget Amendments.

Background:

In order to ensure compliance with our own financial policies and also to satisfy State of Georgia criteria, staff has proposed a series of end-of-year budget amendments to balance any line items that cause overages at the department level. Adopting these amendments allows staff to finalize the FY 2018 financial statements and Comprehensive Annual Financial Statements.

Please note that not all overages are indicative of being over budget in a “negative” way. Rather, some overages are offset by other revenues or other funding sources, i.e. the CHIP grant expenses are offset by CHIP grant revenues.

Attachment(s): FY 2018 Proposed Budget Amendments

**AMENDED
BUDGET RESOLUTION**

A RESOLUTION ADOPTING THE 2018 BUDGET REVISIONS FOR THE CITY OF MONROE, GEORGIA; APPROPRIATING REVISED AMOUNTS AS SHOWN IN EACH BUDGET AS EXPENDITURES; ADOPTING THE REVISED REVENUE PROJECTIONS; AND PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS.

BE IT RESOLVED by the **Mayor and City Council** of the **City of Monroe, Georgia** as follows:

WHEREAS, for the purpose of financing the conduct of affairs of the **City of Monroe** during the fiscal year beginning January 1, 2018 and ending December 31, 2018, the Revised Budget of the City's Revenues and Expenditures for such period, as prepared and submitted to the **City Council** by the City Administrator; and so approved by the **Mayor and City Council**.

WHEREAS, the amounts listed are the appropriations and transfers so authorized by the **Mayor and City Council** and are approved for the amounts and purpose indicated.

BE IT FURTHER RESOLVED that the expenditures shall not exceed the appropriations authorized by this budget and that the expenditures for the fiscal year shall not exceed funding available.

ADOPTED by the **Mayor and City Council** of the **City of Monroe** this 12th day of March 2019.

John S. Howard, Mayor
City of Monroe

Attest:

Debbie Kirk, City Clerk

Budget Amendments Year End 2018

General Fund

(1)	Increase Account	7520-Economic Development	572501-CHIP Project Expense	\$ 74,768.00
	Increase Account	7520-Economic Development	331151-Fed Grant CHIP Revenue	\$ 74,768.00

CHIP Grant revenue funds offset expenses

(2)	Increase Account	3200-Police	542200-Police Vehicles Asset	\$ 292,412.00
	Increase Account	3200-Police	393000-Capital Lease Proceeds	\$ 292,412.00

Proceeds from Capital Lease offset expense

(2)	Increase Account	3500-Fire	541303-Construction in Progress	\$ 30,110.57
	Increase Account	3500-Fire	393000-Capital Lease Proceeds	\$ 30,110.57

Proceeds from Capital Lease offset expense

(3)	Increase Account	1530-Law	521220-Attorney Fees P&M	\$ 78,615.72
	Increase Account	1530-Law	521230-Attorney Fees	\$ 9,300.00
	Decrease Account	1565-Walton Plaza	582200-Capital Lease interest	\$ (15,097.00)
	Decrease Account	4200-Streets & Transportation	511100-Salaries	\$ (40,816.41)
	Decrease Account	4200-Streets & Transportation	511996-Reimb Salaries	\$ (12,716.57)
	Decrease Account	5530-Community Center	522208-Maintenance Contracts	\$ (31.12)
	Decrease Account	5530-Community Center	531100-Office Supplies & Exp	\$ (18.60)
	Decrease Account	5530-Community Center	531120-Janitorial Supplies	\$ (49.95)
	Decrease Account	5530-Community Center	531163-Parks & Grounds RM inside	\$ (790.64)
	Decrease Account	5530-Community Center	531171-Landscaping RM inside	\$ (670.00)
	Decrease Account	6200-Bldgs & Grounds	511200-Part Time Salaries	\$ (7,318.06)
	Decrease Account	6200-Bldgs & Grounds	512100-Group Ins	\$ (161.20)
	Decrease Account	6200-Bldgs & Grounds	512200-Social Security	\$ (586.80)
	Decrease Account	6200-Bldgs & Grounds	512300-Medicare	\$ (177.48)
	Decrease Account	6200-Bldgs & Grounds	512400-GMEBS	\$ (1,533.12)
	Decrease Account	6200-Bldgs & Grounds	512915-Employee Assistance	\$ (54.88)
	Decrease Account	6200-Bldgs & Grounds	521300-Consulting	\$ (175.00)
	Decrease Account	6200-Bldgs & Grounds	522202-Vehicle Repair outside	\$ (500.00)
	Decrease Account	6200-Bldgs & Grounds	522208-Maintenance Contracts	\$ (424.14)
	Decrease Account	6200-Bldgs & Grounds	522225-R&M Playhouse	\$ (467.49)
	Decrease Account	6200-Bldgs & Grounds	523200-Communication Services	\$ (1,000.00)
	Decrease Account	6200-Bldgs & Grounds	523700-Training & Education	\$ (479.87)
	Decrease Account	6200-Bldgs & Grounds	523850-Contract Labor	\$ (366.34)
	Decrease Account	6200-Bldgs & Grounds	531100-Office Supplies & Exp	\$ (853.63)
	Decrease Account	6200-Bldgs & Grounds	531104-Chemicals/Pesticides	\$ (500.00)
	Decrease Account	6200-Bldgs & Grounds	531111-Expendable Fluids	\$ (426.32)
	Decrease Account	6200-Bldgs & Grounds	531115-Safety Supplies	\$ (493.12)
	Decrease Account	6200-Bldgs & Grounds	531120-Janitorial Supplies	\$ (404.58)
	Decrease Account	6200-Bldgs & Grounds	531171-Landscaping RM inside	\$ (1,803.40)

Increase in legal fees due to services needed throughout the year

(4)	Increase Account	7520-Economic Development	531110-Sponsorships/Donations	\$ 17,500.00
	Increase Account	7520-Economic Development	523301-Events	\$ 6,413.80
	Decrease Account	7200-Planning & Development	511100-Salaries	\$ (21,394.40)
	Decrease Account	7200-Planning & Development	511300-Overtime Salaries	\$ (2,432.80)
	Decrease Account	7200-Planning & Development	531271-Fuel	\$ (86.60)

Ga Forward was not budgeted & Event Fee revenues came in under budget

(5)	Increase Account	7563-Airport	541303-Construction in Progress	\$ 20,884.00
	Increase Account	7563-Airport	531272-Airport Fuel	\$ 31,242.20
	Increase Account	7563-Airport	531172-Airport Expense	\$ 453.66
	Increase Account	7563-Airport	522223-R&M Airport	\$ 6,474.45
	Increase Account	7563-Airport	522208-Maintenance Contracts	\$ 7,586.00
	Increase Account	7563-Airport	522203-R&M System-Outside	\$ 2,745.00
	Increase Account	7563-Airport	522140-Lawn Care & Maintenance	\$ 3,062.50
	Decrease Account	7200-Planning & Development	512200-Social Security	\$ (8,682.26)
	Decrease Account	7200-Planning & Development	512300-Medicare	\$ (2,093.08)
	Decrease Account	7200-Planning & Development	512700-Workers Comp	\$ (2,500.00)
	Decrease Account	7200-Planning & Development	521200-Professional Services	\$ (2,843.03)
	Decrease Account	7200-Planning & Development	521300-Consulting	\$ (4,840.00)
	Decrease Account	7200-Planning & Development	522202-Vehicle Repair & Maint	\$ (2,000.00)
	Decrease Account	7200-Planning & Development	522208-Maintenance Contracts	\$ (866.08)
	Decrease Account	7200-Planning & Development	523101-General Liability Insurance	\$ (3,592.06)
	Decrease Account	7200-Planning & Development	523700-Training & Education	\$ (1,565.76)
	Decrease Account	7200-Planning & Development	531100-Office Supplies & Expense	\$ (16,251.70)
	Decrease Account	7200-Planning & Development	531102-Furniture	\$ (5,000.00)
	Decrease Account	7200-Planning & Development	531103-Auto Parts	\$ (1,637.91)
	Decrease Account	7200-Planning & Development	531105-Codification Update	\$ (4,450.00)
	Decrease Account	7200-Planning & Development	531119-Uniform Expense	\$ (1,800.00)
	Decrease Account	7200-Planning & Development	531720-Uniform Rental	\$ (215.04)
	Decrease Account	6200-Bldgs & Grounds	531163-Parks & Grounds Inside	\$ (11,955.53)
	Decrease Account	6200-Bldgs & Grounds	531116-Signage & Materials	\$ (2,000.00)
	Decrease Account	6200-Bldgs & Grounds	531600-Small Tools & Minor Equip	\$ (97.25)
	Decrease Account	6200-Bldgs & Grounds	522160-Pest Control	\$ (58.11)

Overall increased expenses at the Airport.

(6)	Increase Account	3200-Police	511100-Salaries	\$ 151,059.18
	Increase Account	3200-Police	511300-Overtime Salaries	\$ 32,024.62
	Increase Account	1510-Finance Admin	313100-Local Option Sales Tax revenue	\$ 183,083.80

Increase in LOST revenue to offset Police expenses

(6)	Increase Account	3200-Police	511200-Part Time Salaries	\$ 9,422.57
	Increase Account	3200-Police	511300-Overtime Salaries	\$ 22,564.19
	Increase Account	3200-Police	512100-Group Insurance	\$ 78,467.50
	Increase Account	3200-Police	522202-Vehicle Repair & Maint	\$ 10,660.43
	Increase Account	3200-Police	523200-Communication Services	\$ 8,792.92
	Decrease Account	2650-Municipal Court	521225-Indigent Defense	\$ (6,902.01)
	Decrease Account	2650-Municipal Court	523700-Training & Education	\$ (1,081.00)
	Decrease Account	2650-Municipal Court	523850-Contract Labor	\$ (1,270.00)
	Decrease Account	2650-Municipal Court	531100-Office Supplies & Expense	\$ (546.99)
	Decrease Account	2650-Municipal Court	523610-Witness Fees	\$ (573.00)
	Decrease Account	1300-Executive	511100-Salaries	\$ (5,823.00)
	Decrease Account	6200-Bldgs & Grounds	531171-Landscaping RM inside	\$ (3,166.62)
	Decrease Account	6200-Bldgs & Grounds	531602-Hand Tools	\$ (564.17)
	Decrease Account	6200-Bldgs & Grounds	531720-Uniform Rental	\$ (1,974.89)
	Decrease Account	6200-Bldgs & Grounds	542200-Vehicles	\$ (5,103.00)
	Decrease Account	6200-Bldgs & Grounds	542500-Equipment	\$ (14,027.60)
	Decrease Account	7200-Planning & Development	511100-Salaries	\$ (74,768.00)
	Decrease Account		135500-Fund Balance	\$ (14,107.33)

Overall increase in Police expenses

(7)	Increase Account	3500-Fire	541303-Construction in Progress	\$ 29,762.43
	Decrease Account		135500-Fund Balance	\$ (29,762.43)

Fire station roof repair

(8)	Increase Account	7550-Downtown Development	523300-Advertising	\$ 690.88
	Decrease Account	7200-Planning & Development	531271-Fuel	\$ (690.88)

(9)	Increase Account	1510-Finance Admin	523850-Contract Labor	\$ 15,219.00
	Decrease Account	1300-Executive	511100-Salaries	\$ (15,219.00)

Expense for property tax collections

(10)	Increase Account	1100-Legislative	512100-Group Insurance	\$ 1,068.00
	Decrease Account	2650-Municipal Court	512400-GMEBS	\$ (1,068.00)

(11)	Increase Account	6500-Libraries	522204-R&M Buildings Outside	\$ 28,897.00
	Decrease Account	6200-Bldgs & Grounds	542200-Vehicles	\$ (28,897.00)

Repairs to the Library



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-23-19
Description: An ordinance to amend the Official Zoning map of the City of Monroe

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *Approval of 03-12-19 version of the updated Official Zoning map of the City of Monroe*

Background: This is a periodic update to the Official Zoning map of the City of Monroe

Attachment(s): See map below.

AN ORDINANCE TO ADOPT THE OFFICIAL ZONING MAP OF THE CITY OF MONROE,
GEORGIA

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

ARTICLE I.

The “Official Zoning Map, City of Monroe, GA” as shown in the attached Exhibit A, attached hereto and incorporated fully herein by reference, and currently displayed at this public meeting, and having been made available for public review at City Hall at all times since January 30, 2019, leading up to its adoption pursuant to Georgia law, is hereby made the Official Zoning Map of the City of Monroe, Georgia. This map is a public record and shall be kept on file at City Hall, 215 N. Broad Street, Monroe, Georgia 30655 in the records of the City Clerk.

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 5th day of March, 2019.

SECOND READING AND ADOPTED on this 12th day of March, 2019.

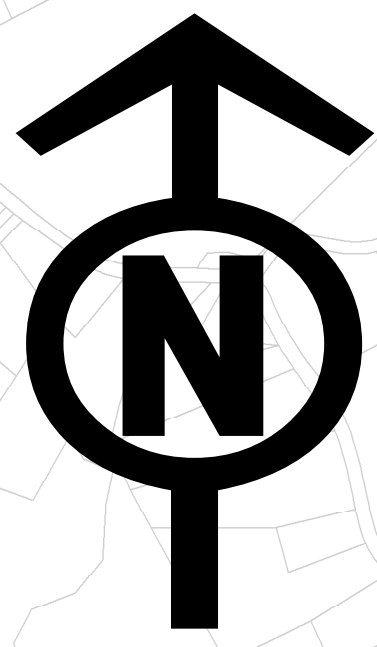
CITY OF MONROE, GEORGIA

By: _____ (SEAL)

John S. Howard, Mayor

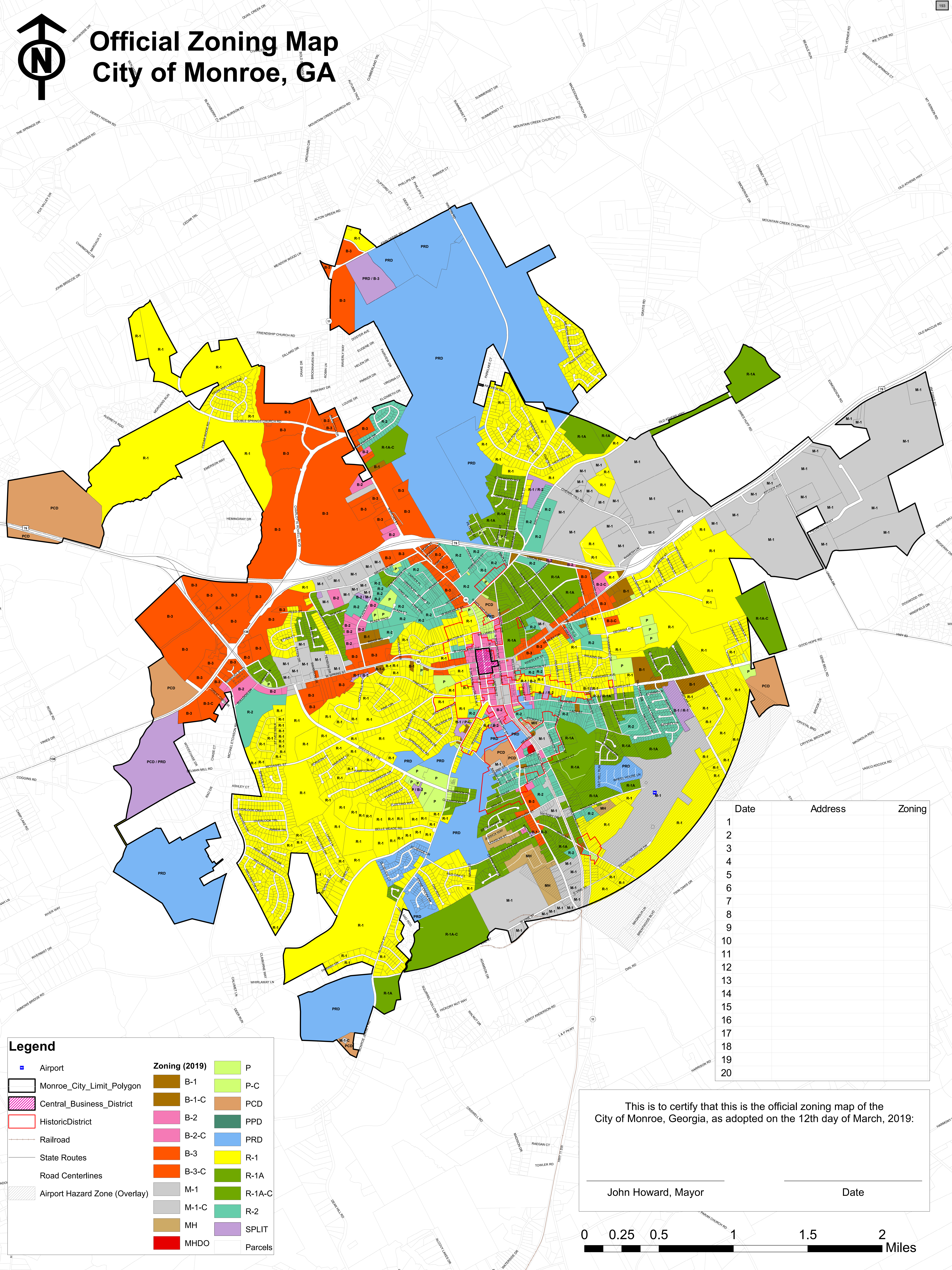
Attest: _____ (SEAL)

Debbie Kirk, City Clerk



Official Zoning Map

City of Monroe, GA



Legend

Airport

Monroe_City_Limit_Polygon

Central_Business_District

HistoricDistrict

Railroad

State Routes

Road Centerlines

Airport Hazard Zone (Overlay)

Zoning (2019)

B-1

B-1-C

B-2

B-2-C

B-3

B-3-C

M-1

M-1-C

MH

MHDO

P

P-C

PCD

PPD

PRD

R-1

R-1A

R-1A-C

R-2

SPLIT

Parcels

Date	Address	Zoning
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
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19		
20		

This is to certify that this is the official zoning map of the City of Monroe, Georgia, as adopted on the 12th day of March, 2019:

John Howard, Mayor

Date

0

0.25

0.5

1

1.5

2

Miles



To: City Council
From: Patrick Kelley
Department: Planning, Zoning and Code
Date: 01-23-19
Description: An ordinance to amend the Zoning Ordinance of the City of Monroe

Budget Account/Project Name: NA

Funding Source: 2019 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *Approval of The text amendment as resolved*

Background: This is a periodic update to the Zoning Ordinance of the City of Monroe. The purpose is for update and clarity moving forward.

Attachment(s): See resolution below.

AN ORDINANCE TO AMEND THE ZONING ORDINANCE OF THE CITY OF MONROE,
GEORGIA

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

ARTICLE I.

The Zoning Ordinance of the City of Monroe, officially adopted June 10, 2014, and effective July 1, 2014, as thereafter amended, is hereby amended by implementing the below text amendment as follows:

Article III, Section 310, sub-section 310.1 is hereby amended by deleting said sub-section 310.1 in its entirety and replacing it with the following in lieu thereof:

310.1 Incorporation of the Zoning Map. The boundaries of the above described districts are hereby established as shown on the map, entitled “Official Zoning Map, City of Monroe, GA” adopted on March 12, 2019, by the Mayor and City Council of Monroe, Georgia, and certified by the City Clerk, as amended from time to time as called for herein in Section 310.2. This map shall be the Official Zoning Map of the City of Monroe and is hereby made a part of this Ordinance as if fully set forth herein. Said map is a public record and shall be kept on file at City Hall, 215 N. Broad Street, Monroe, Georgia 30655, in the records of the City Clerk.

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 5th day of March, 2019.

SECOND READING AND ADOPTED on this 12th day of March, 2019.

CITY OF MONROE, GEORGIA**By: _____ (SEAL)****John S. Howard, Mayor****Attest: _____ (SEAL)****Debbie Kirk, City Clerk**

NOTICE TO THE PUBLIC

CITY OF MONROE

The City of Monroe Planning and Zoning Commission will hold a public hearing for a Zoning Ordinance text amendment to Section 310.1 of the Zoning Ordinance of the City of Monroe. The public hearing will be held before the Planning and Zoning Commission on February 19, 2019, at 5:30 p.m. at the City Hall building located at 215 N. Broad Street, Monroe, Georgia 30655 concerning the same.

The City Council of the City of Monroe, Georgia will hold a public hearing for the same Zoning Ordinance text amendment to Section 310.1 of the Zoning Ordinance of the City of Monroe. The public hearing will be held before the City Council on March 12, 2019, at 6:00 p.m. at the City Hall building located at 215 N. Broad Street, Monroe, Georgia 30655.

A copy of the proposed Zoning Ordinance text amendment is available for review and inspection at the City of Monroe, Code Department Office located at City Hall, 215 N. Broad Street, Monroe, Georgia 30655.

All those having an interest concerning this Zoning Ordinance text amendment should be present.

Please run on the following date: January 30, 2019

ARTICLE III: ESTABLISHMENT OF DISTRICTS

Section 300 Districts.

The City is divided into the following zoning districts set forth in *Table 1 – Districts* below.

LAND USE CATEGORY	SHORT TITLE	DISTRICT NAME
RESIDENTIAL:		
	R1	Large Lot Residential District
	R1A	Medium Lot Residential District
	R2	Multi-Family, High Density Residential District
	MH	Manufactured Housing District
COMMERCIAL:		
	P	Professional / Office / Institutional District
	CBD	Downtown Commercial District
	B-1	Neighborhood Commercial District
	B-2	General Commercial District
	B-3	Highway Commercial District
INDUSTRIAL:		
	M-1	Light Industrial / Manufacturing District
OVERLAY:		
	HPO	Historic Preservation Overlay District
	CDO	Corridor Design Overlay District
	A-H	Airport Hazard Overlay District
	MHDO	Monroe and Walton Mills Historic Overlay District
PLANNED DEVELOPMENT:		
	PRD	Planned Residential District
	PPD	Planned Professional District
	PCD	Planned Commercial District
	PID	Planned Industrial District

Section 310 District Boundaries.

310.1 Incorporation of the Zoning Map. The boundaries of the above described districts are hereby established as shown on the map, entitled "Official Zoning Map, City of Monroe, Walton County, Georgia," adopted on November 09, 2010, as amended, by the Mayor and City Council of Monroe, Georgia, and certified by the City Clerk. This map shall be the Official Zoning Map of the City of Monroe and is hereby made a part of this Ordinance as if fully set forth herein. Said map is a public record and shall be kept on file at City Hall, 215 N Broad Street, Monroe, Georgia.

310.2 Map Amendment. If, in accordance with this Ordinance, changes are made to the Official Zoning Map, such changes shall be marked on the Official Zoning Map promptly after the amendment has been approved by the Council, together with an entry on the Official Zoning Map referring to the application on file which states the date of the official action and a brief description of the nature of the changes.