



Planning Commission Meeting

AGENDA

Tuesday, July 21, 2020

5:30 PM

215 N Broad Street Monroe GA 30655

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **MINUTES OF PREVIOUS MEETING**
 - [1.](#) Minutes of Previous Meeting 5/19/2020
- IV. **REPORT FROM CODE ENFORCEMENT OFFICER**
- V. **PUBLIC HEARINGS**
 - [1.](#) Request for Rezone from P to R1
- VI. **RECOMMENDATIONS ON REQUESTS**
- VII. **OLD BUSINESS**
- VIII. **NEW BUSINESS**
- IX. **ADJOURNMENT**

3
**MONROE PLANNING COMMISSION
MINUTES FOR ZOOM MEETING
May 19, 2020**

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

Absent: None

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

Visitors: Willie Mae & Albert Savage, David Kirk, Duane Wilson, Jacob Prather, Anthony Gravitt, Billy Mitchell, Bryant Woolsey, Tiffany Daniels, Glen Wilkins, John Kupstas, Brett Buckland, Joel Dellicarpini,

CALL TO ORDER by Chairman Mike Eckles at 5:33 pm.

Chairman Eckles notified the Committee of David Butlers resignation due to change of jobs.

Chairman Eckles asked for any changes, corrections or additions to the February 18, 2020 minutes. Hearing none he entertained a motion. Parks made a motion to approve. Treadaway seconded. Motion carried. Minutes approved.

Chairman Eckles asked for a Code Officer Report
Kelley stated since there is a large amount on the agenda, he will give a report on each item.

Public Hearing Open 5:34 pm

The First Item of Business is for petition # RZ-000052-2020 for a rezone at 1020 S Madison Ave. from R2 TO R1A. The applicant is William Mitchell agent for the owners.

Chairman Eckles asked for a Code Officer Report.
Kelley reported that the recommendation is to approve so as to decrease the existing non-conformity and allow for the property to be subdivided for sell of the house.

Chairman Eckles asked for any representation of the request.
Ms. Willie Mae Savage owner of the property spoke to the request. Stated that Mr. Billy Mitchell is the buyer and should be present.
Mr. Mitchell spoke to the request asked that it be approved to allow him to buy the property.

Chairman Eckles asked for any opponents. Hearing none he closed the Public Hearing 5:38 pm and entertained a motion.

Motion to approve made by Treadaway
Seconded by Camp Motion carried

Public Hearing Opened at 5:39 pm

The Second Item of Business is for petition # RZ-000053-2020 for a rezone at 603 & 606 Alcovy St from P/R1A to PRD. The applicant is the owner Duane Wilson.

Chairman Eckles asked for Code Officer Report
Kelley stated the recommendation is for table for consideration of recommendations made by the Code Office.

Duane Wilson, owner of the property spoke to the request. He asked why the request for tabling. This request was drawn up by Alcovy Surveying and he felt everything had been addressed on the request. He would like to move forward and not table.

Kelley read the list of recommendations provided on the printed Code Officer Report. List can be seen in agenda packet.

Chairman Eckles asked if Mr. Wilson would be willing to concede to all the concessions.

Wilson stated the vast majority is spelled out in the application except the slabs do not need to be raised. He is not willing to change the set back. He asked for **Tip Huynh** with Alcovy Surveying to speak.

Tip Huynh offered to answer any questions. He felt that most of the items that Mr. Kelley had mentioned had been addressed. He said the 25 ft set back could be accomplished.

Kelley stated he needed see things written down on plans and committed to than just discussed and this is why the items were pointed out.

Mr. Huynh asked to have the list and he would provide a revised plan to meet those items before the city council meeting.

Treadaway asked if it was customary to request conditional approval based on the requested items from city?

Chairman Eckles stated he believed this has been done before.

Kelley stated with listed items and any other conditions the Commission may have, it could be done.

Chairman Eckles asked for any opposition. Hearing none he closed the public hearing at 5:49 pm and entertained a motion.

Motion to approve with conditions in
Writing made by Treadaway.
Seconded by Parks Motion Carried

Public Hearing opened 5:51 pm

The third item of business is for petition# RZ-000056-2020 for rezone at 120 W Vine Street from MH to PRD. The applicant is Jacob Prather.

Kelley reported that the recommendation is to deny due to high density of the project on the outskirts of town. He stated the plan did not specify everything that would be in the PRD.

Jacob Prather spoke to the request. He stated they were not told of any other specific requirements that needed to be listed other than what was on the plan in accordance with the zoning.

Kelley stated he didn't have any real specific recommendations other than to flush it out. There is just too much up in the air. A planned district needs to be complete.

Prather stated he was open to recommendations that would be in a similar zoning. **Chairman Eckles** asked if they would be acceptable to tabling the request for them to get with Mr. Kelley to get a more detailed plan.

Prather would not be apposed to it but feels the owner has been patient with them and would like to hear from him. He requested Mr. Anthony Gravitt to speak. Mr. Gravitt was having technical difficulties and could not be heard.

There was more discussion of the request with a decision to Table.

Public hearing closed 5:59 pm

Chairman Eckles entertained a motion

Motion to table to further prepare made by
Camp Seconded by Parks Motion passed
Tabled until next meeting.

Public Hearing opened 6:00 pm

The fourth item of business is for petition # PCOM-000055-2020 for a COA at 2050 W Spring Street for a health services clinic addition. The applicant is Troutman Sanders LLP for Walmart #780.

Code Officer Report: Kelley stated the recommendation is for approval with recommendations as made by staff and Planning Commission regarding sight and aesthetics. There will need to be additional landscaping and irrigation required by the CDO as it reads now.

David Kirk with Troutman Sanders LLP spoke to the request with input from Brett Buckland project engineer and John Kupstas architect. Walmart would like to provide its customers and associates with a convenient, transparent and affordable primary healthcare and dental service option. This is a pilot project in Georgia. This

clinic will be placed on an existing concrete slab area where the garden center is now. The garden center will be placed to the side and behind the clinic. The clinic will be 6500 sq. ft in size.

Questions:

Treadaway asked if the size of the islands would be the same as existing ones.

Buckland stated the islands near the front of the clinic would be the size of the existing striped islands or a little larger. The islands out in the parking lot would be the size of the existing parking spaces therefore taking two parking spaces per island.

Kirk this adds up to about 6400 sq. ft of new landscaping.

Parks asked if the garden area would be relocated?

Buckland stated the garden center will be slightly modified and will remain approximately the same size.

Chairman Eckles asked Kelley what other landscaping was being looked for.

Kelley stated up against the building to break up the large block look.

Kupstas stated the planters in the rendering would be provided.

Chairman Eckles asked if there was any opposition. Hearing none the public hearing was closed 6:11 pm and he entertained a motion.

Motion to approve made by Camp
Seconded by Parks Motion Carried COA Granted

Old Business: None

New Business: None

Chairman Eckles entertained a motion to adjourn.

Motion to adjourn Parks. Seconded Camp
Meeting adjourned 6:13 pm



To: Planning and Zoning / City Council
From: Patrick Kelley
Department: Planning, Zoning, Code and Development
Date: 05-22-2020
Description: Request for re-zone from Professional to R-1

Budget Account/Project Name: NA

Funding Source: 2020 NA

Budget Allocation: NA

Budget Available: NA

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

Recommendation: *Approval*

Background: This parcel is not commercially viable in the experience of the current property owner and the abutting property to the south that front on Pinecrest Dr. contained this land at one time. The applicant wishes to sell this parcel to the current owner of 165 Pinecrest Dr. pursuant to his desire to combine the parcels into one lot with residential zoning for tax purposes. It is our understanding that the parcel was at one time configured exactly as intended by the potential buyer and when combined presents no probability of development without further zoning approvals. The current residential structure is all that is allowed on a single parcel.

Attachment(s): application and supporting documents.



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

Plan Report

Plan NO.: RZ-000057-2020

Plan Type: Re-Zoning Request All Types

Work Classification: Request for Rezone

Plan Status: In Review

Apply Date: 05/21/2020

Expiration:

Location Address

Parcel Number

335 W SPRING ST, MONROE, GA 30655

M0060287

Contacts

John C & Michael Eckles
405 Walton RD, Monroe, GA 30655

Applicant

Description: REQUEST FOR REZONE FROM P TO R1 - P & Z MTG 6/16/20 @5:30 PM,
COUNCIL MTG 7/7/20 @ 6:00 PM 215 N BROAD ST

Valuation: \$0.00

Total Sq Feet: 0.00

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

Payments	Amt Paid
Total Fees	\$100.00
Check # 8328	\$100.00
Amount Due:	\$0.00

Condition Name

Description

Comments

Issued By:

May 21, 2020

Date

Plan_Signature_1

Date

Plan_Signature_2

Date

REZONE APPLICATION FORM

PERMIT NUMBER _____

I. LOCATION 335 West Spring St., Monroe, GA 30655
 COUNCIL DISTRICT _____
 MAP NUMBER MAP 6
 PARCEL NUMBER 287

II. PRESENT ZONING P REQUESTED ZONING R-1

III. ACREAGE 0.700 PROPOSED USE Reconnect to existing property at 165 Pine Crest Dr.

IV. OWNER OF RECORD John C. Eckles
Michael D. Eckles

ADDRESS 405 WATSON CR. AND 218 WATSON ST., Monroe, GA 30655

PHONE NUMBER 706-247-6463

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
Use is to Reconnect to Original Property at 165 Pine Crest Dr., Monroe, GA
Nearby Property zoned Commercial or Professional
2. Description of the extent to which the property value of the subject property is diminished by the existing zoning district classification NONE
3. The existing value of the property contained in the petition for rezoning under the existing zoning classification \$40,000
4. The value of the property contained in the application for rezoning under the proposed zoning Classification \$10,000
5. A description of the suitability of the subject property under the existing zoning classification
Property NOT suitable for construction because of location
next to creek.
6. A description of the suitability of the subject property under the proposed zoning classification of the property
Suitable to Reconnect to the Original Property at
165 Pine Crest Dr., Monroe, GA.

Rezoning Application
Page Two (2)

7. A description of any existing use of property including a description of all structures presently occupying the property NO EXISTING USE - NO STRUCTURES ON PROPERTY
8. The length of time the property has been vacant or unused as currently zoned 13 years
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 PROPERTY HAS BEEN FOR SALE FOR THE LAST 13 YEARS

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

See WARRANTY Deed

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.

John C. Eckles

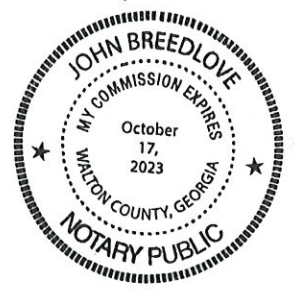
Owner of property (signature) * *Michael D. Eckles*
Address 218 Walton ST., Mendenhall, Ga 30655
Phone Number 706-247-6463

Attorney/Agent (signature) _____
Address _____
Phone Number _____

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

John Breedlove (Notary Public) 05/20/20 (Date)

My Commission Expires 6-17-23



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 PE Com. to RI located at 335 WEST Spring ST., containing 0.700 acre(s), property owner being John E. Eckles and Michael D. Eckles filed on _____.

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.

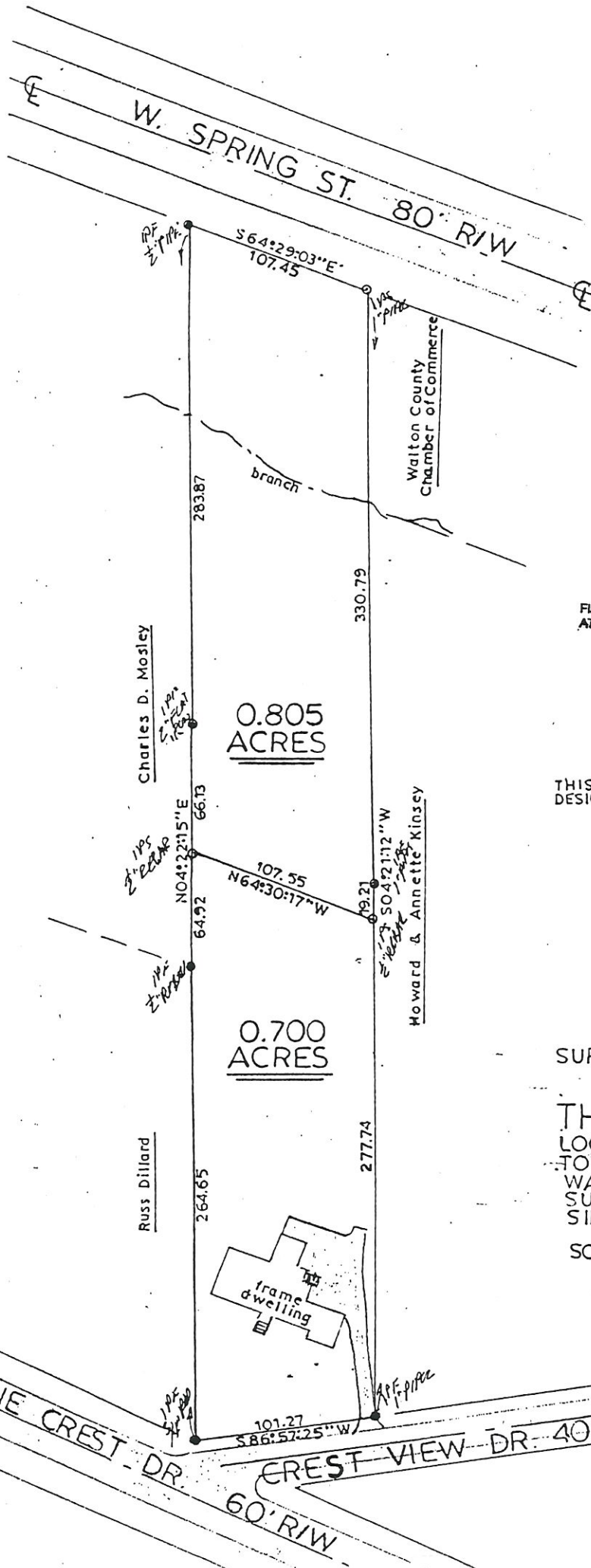
Rezoning Application
Page six (6)

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: _____



FILED AND RECORDED 2/2/07
 AT 3:20 A.M. P.M.
 PLAT BOOK 101 PAGE 68
 KATHY K. TROST
 CLERK SUPERIOR COURT
 WALTON COUNTY, GEORGIA

THIS PROPERTY IS NOT LOCATED IN A DESIGNATED FLOOD HAZARD AREA.

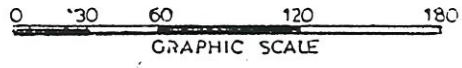
APPROVED FOR RECORDING

Kathy K. Trost
 2-2-07

SURVEY FOR

THE ESTATE OF JACK D. ECKLE
 LOCATED IN LL 38- 3rd LAND DISTRICT,
 TOWN G.M.D. 419,
 WALTON COUNTY, GEORGIA
 SURVEYED BY:
 SIMS SURVEYING CO.

SCALE: 1" = 60 JULY 2, 2004



2.1
4761

After recording please return to:
WILLIAM R. CHILDERS, JR., P.C.
139 East Highland Avenue
Monroe, Georgia 30655
Document Preparation Only/NTC

Deed Doc: ESTD Rec #: 128155

Recorded 10/03/2006 04:19PM
Georgia Transfer Tax Paid : \$0.00

KATHY K. TROST
CLERK SUPERIOR COURT, WALTON COUNTY
Bk 02568 Pg 0309-0310

STATE OF GEORGIA

COUNTY OF WALTON

EXECUTORS' DEED OF ASSENT UNDER POWER CONTAINED IN WILL

THIS INDENTURE, made this 2nd day of October, 2006, between JOHN C. ECKLES & MICHAEL D. ECKLES of the County of Walton, State of Georgia, as Executors under the Last Will and Testament of HELEN R. ECKLES, a/k/a MRS. J. D. ECKLES, whose Will was probated in Solemn Form on October 19, 2005, in the Probate Court of Walton County, Georgia, being recorded in File No. 05-7155 of the records of such Court, as Parties of the First Part, and JOHN C. ECKLES & MICHEL D. ECKLES, individually, of the County of Walton, State of Georgia, as Parties of the Second Part;

WITNESSETH: That for and in consideration of the prescribed distribution of the Estate of HELEN R. ECKLES pursuant to the provisions of Items 6, 7 and 8 of her Will, the said Parties of the First Part hereby grant, sell, convey and assent unto the Parties of the Second Part, their heirs, executors, administrators, legal representatives, successors and assigns, all of the interest of HELEN R. ECKLES, a/k/a MRS. J. D. ECKLES, in the following described property:

All that tract or parcel of land lying and being in Walton County, Georgia, and in the City of Monroe, located just West of the business district of said City, and being Lot 5 (five) as shown on a plat entitled, "Property of H. B. Launius, located in West Monroe, Walton County, Ga.", made on May 6, 1949, by J. M. Williams, C.S., and recorded in Plat Book 4, page 106, Office of the Clerk of Superior Court for Walton County, Georgia, to which plat and the record thereof reference is hereby made for description of the land conveyed by this deed. Said lot is 100 feet in width along East Avenue (a/k/a Pine Crest Drive and/or Crestview Drive) and is bounded, now or formerly, on the North by U. S. Highway No. 78, the Monroe-Atlanta paved highway, a/k/a West Spring Street; on the East by Lot No. 6 as shown by said plat; on the South by a dead end street known as East Avenue (a/k/a Crestview Drive and/or Pine Crest Drive); and on the West by Lot No. 4 as shown on said plat. Said lot is improved with a dwelling house located thereon, known as No. 165 Pine Crest Drive, according to the present system of numbering structures in the City of Monroe. This is the same property conveyed by warranty deed from H. B. Launius to Mr. & Mrs. J. D. Eckles, dated January 3, 1950, recorded in Deed Book 35, page 4, Walton County Records. This is also the same property conveyed by Deed of Assent out of the Estate of Jack D. Eckles, a/k/a J. D. Eckles to Helen R. Eckles, a/k/a Mrs. J. D. Eckles, dated July 27, 2001, recorded in Deed Book 1270, pages 50-51, Walton County Records.

*MDE
JCE*

TO HAVE AND TO HOLD the said real property together with all of the improvements thereon, and all and singular the rights, members, appurtenances thereunto being, belonging, or in any manner appertaining, to the only proper use, benefit and behoof of the Parties of the Second Part, their heirs, executors, administrators, legal representatives, successors and assigns, forever and in fee simple in as full and ample a manner as the same was held, possessed and enjoyed, or might have been held, possessed and enjoyed by the said deceased.

IN WITNESS WHEREOF, the Parties of the First Part have hereunto caused this document to be executed and their seals affixed thereon and delivered by these presents on this the day and year first above written.

Signed, sealed and delivered
in the presence of:

William P. Childers

John C. Eckles (SEAL)
JOHN C. ECKLES, and

Carol Ann Lancaster
Notary Public

Michael D. Eckles (SEAL)
MICHAEL D. ECKLES, as Executors under the
Last Will and Testament of HELEN R. ECKLES,
a/k/a Mrs. J. D. Eckles, deceased.



SEAL AFFIXED



Date: May 19, 2020

In Re: Utilities

To Whom It May Concern:

The City of Monroe offers five different utilities in our service territory. The five utilities are: electricity, natural gas, water, wastewater and telecommunication.

The utilities checked below are available at 335 W Spring St, in the City of Monroe, Georgia.

- ELECTRICITY
- NATURAL GAS
- WATER
- WASTEWATER
- TELECOMMUNICATION

Please contact our office for any additional information needed. We look forward to serving your utility needs.

Vashon C. Hill

 City of Monroe

**NOTICE TO THE PUBLIC
CITY OF MONROE**

**A petition has been filed with the
City of Monroe requesting the
property at 335 W Spring Street to
be rezoned from P to R1**

**A public hearing will be held before
the Monroe Planning and Zoning
Commission at City Hall Auditorium at
215 N. Broad Street on July 21, 2020
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 335 W Spring Street to
be rezoned from P to R1**

**A public hearing will be held before
The Mayor and City Council
at the City Hall Auditorium at
215 N. Broad Street on August 11, 2020
at 6:00 P.M. All those having an
interest should be present to voice
their interest.**

**PLEASE RUN ON THE
FOLLOWING DATE:**

June 28, 2020