



Historic Preservation

AGENDA

Tuesday, September 22, 2020

6:00 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 - August 25, 2020

IV. **REQUESTS**

[1.](#) Request for COA - 106 E Highland Avenue

V. **OLD BUSINESS**

VI. **NEW BUSINESS**

VII. **ADJOURNMENT**

Historic Preservation Commission
Meeting Minutes
August 25, 2020

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

Absent: None

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

Visitors: Milton Garland and Cindy Little

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

Chairman Carrell opened the meeting. She asked the new member, Elizabeth Jones to tell a little about herself. Elizabeth lives in the city on Alcovy Street and is in the process of getting her third Masters Degree in Historic Preservation and is graduating from UGA's school of Environment Design. She is involved in the restoration of the Mt Zion Cemetery project.

Chairman Carrell asked if there were any changes or corrections to the July 28, 2020 minutes. Alligood made a motion to accept minutes as presented. Brassie seconded. Minutes approved.

The first item of business is an application for a COA for petition # HP-000062-2020 at 700 S Madison Avenue. The request is made by the contractor, Garland & Associates Contractors. The request is to place a building to house a cooler for Faith In Serving Humanity.

Milton Garland of Garland Contractors and Cindy Little of FISH spoke to the request. The building will enclose a new cooler for FISH to use for produce. The building will look close to the outside of the existing building. It will have hardiplank and painted to match. It will be a box type building.

Chairman Carrell asked if there were any other questions. There were none.

Chairman Carrell entertained a motion.

Alligood made a motion to approve. Brown second.
Motion carried. COA granted.

Old Business: None

New Business: Chairman Carrell notified everyone of the Rome Ramble to be held in October 17, 2020 from 11:00 am to 5:00 pm. She also discussed the Historic District evaluation that is supposed to be done every ten years to keep the City as a CLG. She and Elizabeth will be working on this as a project.

Chairman Carroll entertained a motion to adjourn.

Alligood made a motion to adjourn. Brown second.
Meeting adjourned at 6:12 pm



City of Monroe

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

Plan Report

Plan NO.: HP-000068-2 3

Plan Type: Historic Preservation

Work Classification: Certificate of Appropriateness

Plan Status: In Review

Apply Date: 09/11/2020

Expiration:

Location Address

Parcel Number

106 E HIGHLAND AVE, MONROE, GA 30655

M0140164A00

Contacts

2ND FLOOR LLC

Owner

614 St Ives Walk, Monroe, GA 30655

(678)939-4702

chris@LRGRP.com

Description: REQUEST FOR COA TO REMOVE AWNING & FOR PAINTING LOGO ON STORE FRONT - HPC MTG 9/22/2020 @ 6:00 PM 215 N BROAD ST

Valuation: \$ 0.00

Total Sq Feet: 0.00

Fees	Amount
Historic Preservation Request	\$10.00
Total:	\$10.00

Payments	Amt Paid
Total Fees	\$10.00
Check # 5041	\$10.00
Amount Due:	\$0.00

Condition Name

Description

Comments

Issued By:

September 11, 2020

Date

Plan_Signature_1

Date

Plan_Signature_2

Date

REQUEST FOR A CERTIFICATE OF APPROPRIATENESS

Under Monroe's Historic Preservation ordinance, you are required to obtain a Certificate of Appropriateness (COA) for any exterior material change you wish to make to your property if your property is located within a historic district, or if the change would affect property in a historic district. Please see pages 3 and 4, Definitions.

The following steps must be taken in order to have your proposed change considered by the Historic Preservation Commission (HPC):

1. Stop by the Code Office at least 10 working days in advance of the next regular meeting of the HPC (the fourth Tuesday of each month at 6:00 pm), read the Historic Preservation Ordinance, and request that your proposal be added to the agenda.
2. Fill out the application for a COA and turn it in to the Code Office.
3. Pay the \$10.00 fee. If you request a "special meeting" at some date or time (other than the 4th Tuesday of every month), the fee is \$50.00. If you are requesting to demolish Historic property, the fee is \$50.00 on the regular scheduled meeting.
4. Provide all documentation which will assist the HPC in deciding if your proposed change(s) are in keeping with the historic district standards and guidelines. The more complete your presentation, the more efficiently your request can be handled. Please see the COA application for additional information.

Suggested documentation consists of all architectural drawings, sketches, pictures, diagrams, or actual examples. All documentation should be turned in to the Code Office at the time of your application, as it gives HPC members time to consider your request prior to the meeting. Physical samples, if applicable, should be brought with you to the meeting.

5. Appear at the meeting on the scheduled day and time to present your proposal.

Thank you, the HPC looks forward to considering your request.

Please read the following directions for completing the Request for COA Application.

Attach photograph(s) of existing condition of property necessary to show all areas affected.

Attach plans, sketches, drawings, and diagrams of the project and detail the materials that will be used.

Provide such other information that is necessary for the HPC to adequately consider the application in light of the following criteria.

In reviewing applications for COAs, the HPC’s duties include taking into account the historic and architectural significance of the structure and maintaining maps showing the historic and architectural significance of structures in the Historic Districts.

In its review, the HPC shall also take into account the following elements to ensure that the exterior form and appearance of the structure is consistent with the historical and visual character of the District:

1. The height of the building in relation to the average height of the nearest adjacent and opposite buildings;
2. The setback and placement of the building on the lot in relation to the average setback and placement of the nearest adjacent and opposite building;
3. Exterior construction materials, including textures and patterns.
4. Architectural detailing, such as lintels, cornices, brick bond, and foundation materials;
5. Roof shapes, forms, and materials;
6. Proportions, shapes, positioning and locations, patterns and sizes of any elements of fenestration.

The **Code Office** will post a notice which will notify all affected property owners of the material change being requested not less than seven (7) days prior to the meeting at which the request for a COA is to be considered. The applicant and the affected property owners will be given an opportunity to be heard at the meeting in which the application is presented.

DEFINITIONS:

A “material change in appearance” means a change that will affect either the exterior architectural or environmental features of a historic property or any structure, site, or work of art within a historic district, and may include any one or more of the following:

1. A reconstruction or alteration of the size, shape, or façade, including any of the architectural elements or details;
2. Demolition;
3. Commencement of excavation for construction purposes;
4. A change in the location of advertising visible from the public right-of-way; and
5. The erection, alteration, restoration, or removal of any building or other structure within a historic property or district, including walls, fences, steps and pavements, or other appurtenant features.

[Sec. 8-4-2(f)]

“Exterior architectural features” means the architectural style, general design, and general arrangement of the exterior of a building or other structure, including but not limited to, the kind or texture of the building material and the type and style of all windows, doors, signs, and other appurtenant architectural fixtures, features, details, or elements relative to the foregoing [Sec. 8-4-2(b)].

“Exterior environmental features” means all those aspects of the landscape or the development of the site which affect the historical character of the property [Sec. 8-4-2(c)].

Ordinary maintenance or repair of any exterior architectural feature in or on a historic property that does not involve a material change in design, material, or outer appearance is excluded from review. [Sec. 8-4-81]

I acknowledge that I have read this material and will abide by the ordinances set forth.



Signature of Applicant

9-8-20
Date

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS
MONROE HISTORIC PRESERVATION COMMISSION

Please read the Historic Preservation Ordinance (Code Sections 8-4-1 through 8-4-91). In addition, please consult with the Code Office to determine if any other Monroe ordinances apply, and if applicable, read those ordinances.

DATE: September 8th 2020

chris@LAGRP.com

APPLICANT: 2nd Floor LLC

APPLICANT'S ADDRESS: 614 Saint Ives Walk
Monroe GA 30655

TELEPHONE NUMBER: 678-939-4702

PROPERTY OWNER: 2nd Floor LLC

OWNER'S ADDRESS: 614 Saint Ives Walk
Monroe GA 30655

TELEPHONE NUMBER: 678-939-4702

PROJECT ADDRESS: 106 east highland
Monroe GA 30655

Brief description of project: We would like to remove
the awning that is falling down. Paint
the building and remove the Monroe
Loan & Fin signage off the building.

(Continue on separate sheet, if necessary.)

[Signature]
Applicant

9-8-20
Date





Logo will be painted in black on store front
where awning is that is being removed.

After Recording Return To:
McMichael & Gray, P.C.
574 Conyers Road, Suite 100
Loganville, GA 30052

Order No.: LOG-201060-PUR

Property Appraiser's Parcel I.D. Number:
M0140-00000-164-A00

BK:4660 PG:83-83
Filed and Recorded
Aug-25-2020 02:24 PM
DOC# 2020 - 011746
Real Estate Transfer Tax
Paid: \$ 210.00
1472020002969
KAREN P. DAVID
CLERK OF SUPERIOR COURT
WALTON COUNTY, GA
Participant ID: 7339863107

Executor's Deed

STATE OF GEORGIA

COUNTY OF WALTON

THIS INDENTURE, made this 6th day of August, 2020, between
William Joseph Gregg Jr., as Executor of the Estate of Patricia Thornton Gregg, deceased
of the County of Walton, and the State of Georgia, as party or parties of the first part, hereinafter
called Grantor, and

2nd Floor, LLC

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 (acting under and by virtue of the power and authority contained in
said will, the same having been duly probated and recorded **11/24/2010**, in the Court of Probate of Walton
County, Georgia, for and in consideration of \$10.00 DOLLARS in hand paid, at and before the sealing and delivery
of these presents (the receipt of which is hereby acknowledged), has granted, bargained, sold, aliened, conveyed,
and confirmed, and by these presents does grant, bargain, sell, alien, convey and confirm unto Grantee, the
following described property:

All that tract or parcel of land lying and being in the City of Monroe, Walton County, Georgia, and being
more particularly described as follows, to-wit: Beginning at a point on the Northerly side of Highland
Avenue which point is 72.3 feet from the Easterly edge of the paving of North Broad Street and from this
beginning point thence North 83 degrees 00 minutes East for a distance of 40 feet to the point where the
Westerly line of an unpaved alley intersects with the Southerly line of Highland Avenue; thence South 07
degrees 00 minutes East along the Westerly side of the unpaved alley for a distance of 45 feet; thence
South 83 degrees 00 minutes West for a distance of 40 feet; thence North 07 degrees 00 minutes West
for a distance of 45 feet to the point of beginning on the Southerly side of Highland Avenue.

This conveyance is made subject to easements, encumbrances (but not liens), covenants, conditions and
restrictions of record and to all matters that would be disclosed by a current survey and inspection of the Property
(collectively, the "Permitted Exceptions").

TO HAVE AND TO HOLD the Property subject to the Permitted Exceptions, together with any and all
of 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 Grantee and the heirs, legal representatives, successors and assigns of
Grantee forever **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 Grantor has signed and sealed this deed, the day and year above
written.

Signed, sealed and delivered in the presence of:

Raylene B. Cochran

Unofficial Witness

[Signature]

Notary Public
G K CHURCH
Commission Expires
10-19-2022
WALTON COUNTY, GEORGIA

My Commission Expires

BY: *William Joseph Gregg Jr.*

William Joseph Gregg, Jr., as Executor of the
Estate of Patricia Thornton Gregg, deceased