



Historic Preservation Meeting

AGENDA

Tuesday, January 28, 2025

6:00 PM

215 N Broad St - City Hall

-
- I. **CALL TO ORDER**
 - II. **ROLL CALL**
 - III. **APPROVAL OF AGENDA**
 - IV. **MINUTES OF PREVIOUS MEETING**
 1. December 19, 2024 Minutes
 - V. **OLD BUSINESS**
 - VI. **NEW BUSINESS**
 1. Request for COA - 114 S. Broad St. - Signage
 - VII. **ADJOURNMENT**

Historic Preservation Commission
Meeting Minutes
Regular Meeting—December 19, 2024—DRAFT

- Present: Elizabeth Jones, Marc Hammes, Laura Powell, Chuck Bradley,
- Absent: Jane Camp
- Staff: Brad Callender, Director of Planning & Development
Laura Wilson, City Clerk
- Visitors: Ryan Kyser, Chad Davis, Patrick Stewart, Dawn Bryant, Gerard Bryant

Meeting called to order at 6:03 p.m.

Motion to approve agenda as submitted
Motion Powell, Second Hammes
Motion carried

Chairman Jones asked if there were any changes or corrections to the October 22, 2024 minutes.
To approve minutes as submitted.

Motion by Hammes, Second by Bradley
Motion carried

Old Business: None

New Business:

The First Item of New Business: Request for COA #3552, a request for construction of an in-ground pool and spa at 502 E. Church St. in the East Church Street Historic District. Patrick Stewart, applicant and property owner is requesting to add an in-ground pool and spa in the backyard in an existing patio area. The property is already fenced.

Chairman Jones: Any questions from the public? No

Motion to approve
Motion by Powell, Second by Bradley
Motion carried

The Second Item of New Business: Request for COA #3551, a request for a new window at 518 E. Church St. in the East Church Street Historic District. Dawn and Gerard Bryant, applicants and property owners spoke in favor of the project. They would like to add more light to their kitchen as well as provide symmetry on that exterior façade. The new window will match the existing window on the lower left. The additional window will be a vinyl double pane window.

Chairman Jones: Any questions from the public? No

Motion to approve as submitted

Motion by Hammes, Second by Bradley
Motion carried

The Third Item of New Business: Request for COA #3553, a request for a sign at 123 N. Lumpkin St. in the Monroe Commercial Historic District. The building previously housed Southern Brewing and a new brewery will be moving in. The request is to simply update the signage for the new business—Elixir Brew Co. Chad Davis, restaurant owner and applicant, spoke in favor of the project.

Chairman Jones: Any questions from the public? No

Motion to approve

Motion by Powell, Second by Bradley
Motion carried

Motion to adjourn

Motion by Hammes, Second by Bradley
Motion carried

Adjourned at 6:12 p.m.



Certificate of Appropriateness Application—Historic District

Please fill out each section completely and provide all necessary documentation. Incomplete applications will not be accepted.

Under the Zoning Ordinance for the City of Monroe, properties located within a Historic District are required to obtain a Certificate of Appropriateness (COA) from the Historic Preservation Commission for proposed work that will result in material change in the appearance of the historic property, or of a structure, site, or work of art within a historic district.

Project Address: 114 S. BROAD ST Parcel # M 0140096

Project Type (circle): New Construction, Renovation of Existing Structure, Signage, Demolition

Property Owner: MARKET RESEARCH, JESSICA MURPHY

Address: 304 PINE CIR

Telephone Number: 731/697-3961 Email Address: OAKANDVINE MONROE@GMAIL.COM

Applicant: <u>OAK AND VINE</u>
Address: <u>304 PINE CIR</u>
Telephone Number: <u>731-697-3961</u> Email Address: <u>OAKANDVINEMONROE@GMAIL.COM</u>

Estimated cost of project: \$2,000

Please submit the following items with your application:

- Photographs of existing condition of the property to show all areas affected
- Map of the property showing existing buildings, roads, and walkways
- Map of the property showing the location and design of the proposed work
- Façade elevations which illustrate how the finished design will look in relation to the existing structure including rooflines if applicable
- Architectural floorplans (new construction only)
- Written description of the project including proposed materials
- Owner authorization statement, if applicant is not the property owner
- Application Fee \$100 (Additional fees required for demolition)

Please submit all application materials in hardcopy to the Code Department and digitally at lwilson@monroega.gov

[Signature]
Signature of Applicant

12/27/24
Date

Oak and Vine

December 27, 2024

ATTN: Historic Preservation Commission

RE: Certificate of Appropriateness

Description of Project:

1. Window signs installed at the two large front facing windows. High performance vinyl applied to the outside of windows.
2. Projected sign above the front door in between the top row of windows. ACM (Aluminum composite material) banner installed on steel bars bolted to the front of the building.
3. Sign above the back door in a previous window location. ACM (Aluminum composite material)

**CITY OF MONROE CODE OFFICE
SIGN PERMIT APPLICATION**

215 North Broad Street/P.O. Box 725
Monroe, Georgia 30655
PHONE: (770) 207-4674 email: lwilson@monroega.gov

Property Address: 114 S. BROAD ST

Owner Name: MARKET RESEARCH, JESSICA MURPHY

Owner Address: 304 PINE CIR Telephone # 731-697-3961

Business Name: OAK AND VINE

Contractors Name: HAMMER + HARMONY

Current Address: NONE - NEW BUSINESS

City: _____ State: _____ Zip: _____

Phone # _____ Cell # _____

Email address OAKANDVINEMONROE@GMAIL.COM

Attach Business License Permit type: (Commercial or Residential)

BACK DOOR

Sq. Ft. 16 Dimensions 76" x 32" Height 32"

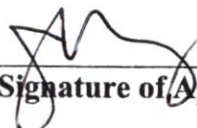
Monument/Ground Billboard Projected Wall Awning Banner Other

Lighted Electronic Aggregate area 350 Building Width 25'

Site Plan must be included Distance of Sign from other signs 25'

Total acreage of parcel 0.114 Consent of Owner

VALUE OF THE SIGN \$450

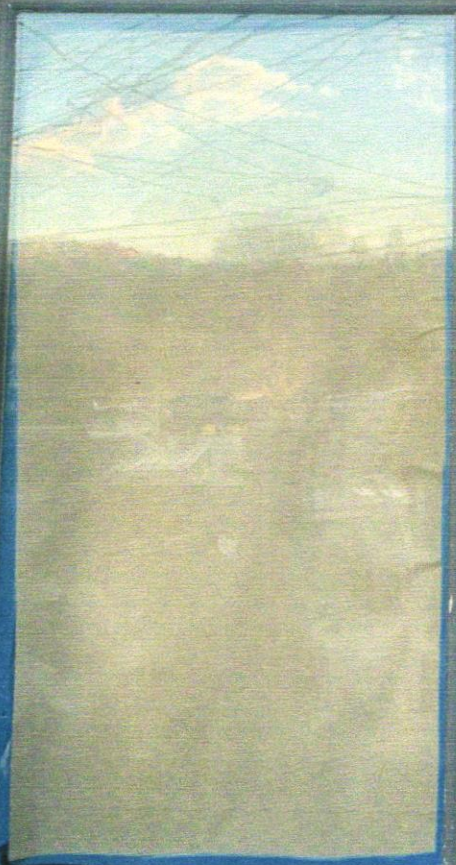

Signature of Applicant

JESSICA MURPHY
Print Name

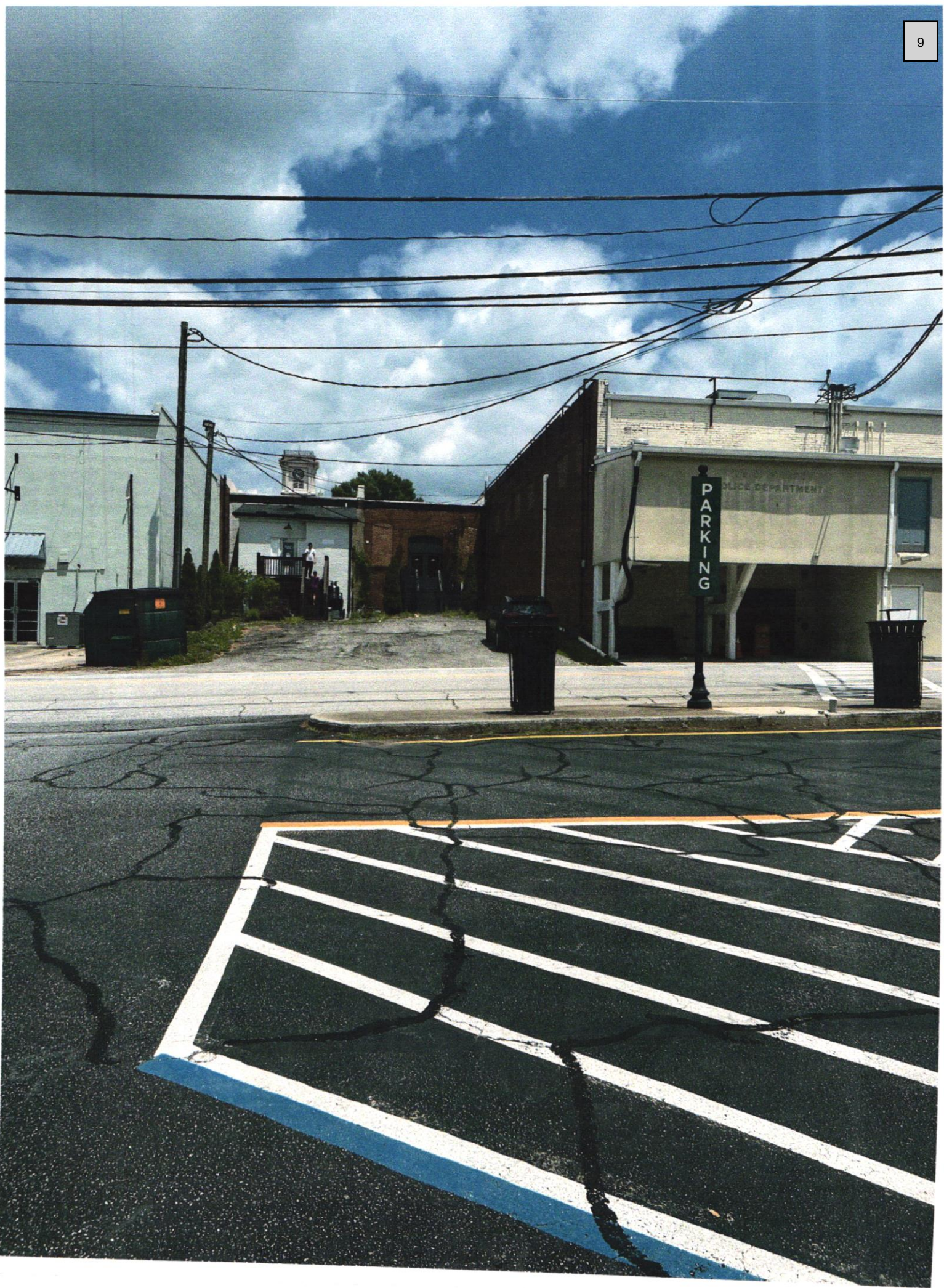
12/27/24
Date



OAK X VINE







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Business Name: OAK AND VINE

Contractors Name: HAMMER + HARMONY

Current Address: NONE - NEW BUSINESS

City: _____ State: _____ Zip: _____

Phone # _____ Cell # _____

Email address OAKANDVINEMONROE@GMAIL.COM

Attach Business License Permit type: (Commercial or Residential)

FRONT PROJECTED
Sq. Ft. 6 Dimensions 24" x 36" Height 36"

Monument/Ground Billboard Projected Wall Awning Banner Other

Lighted Electronic Aggregate area 625 Building Width 25'

Site Plan must be included Distance of Sign from other signs 25'

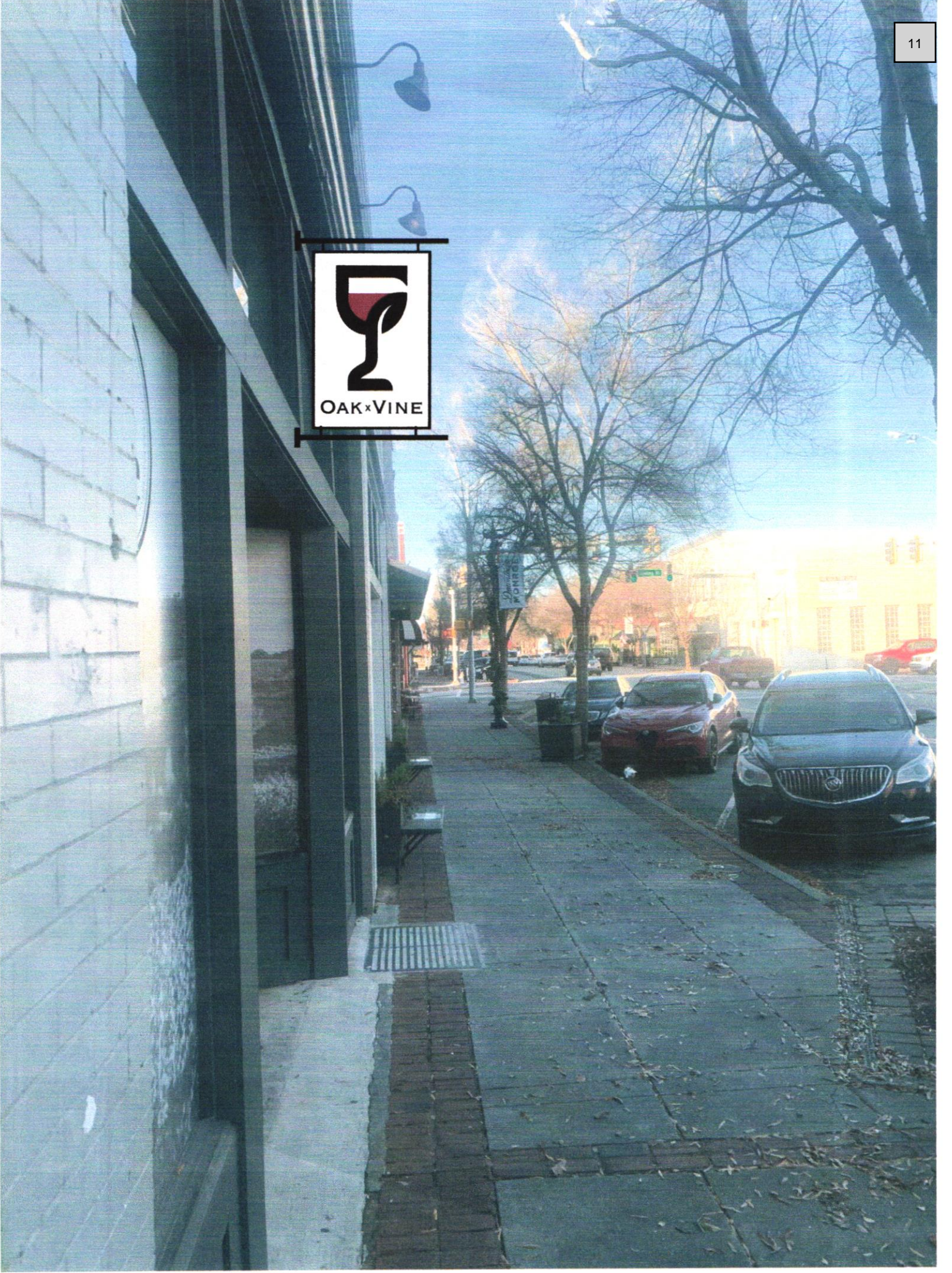
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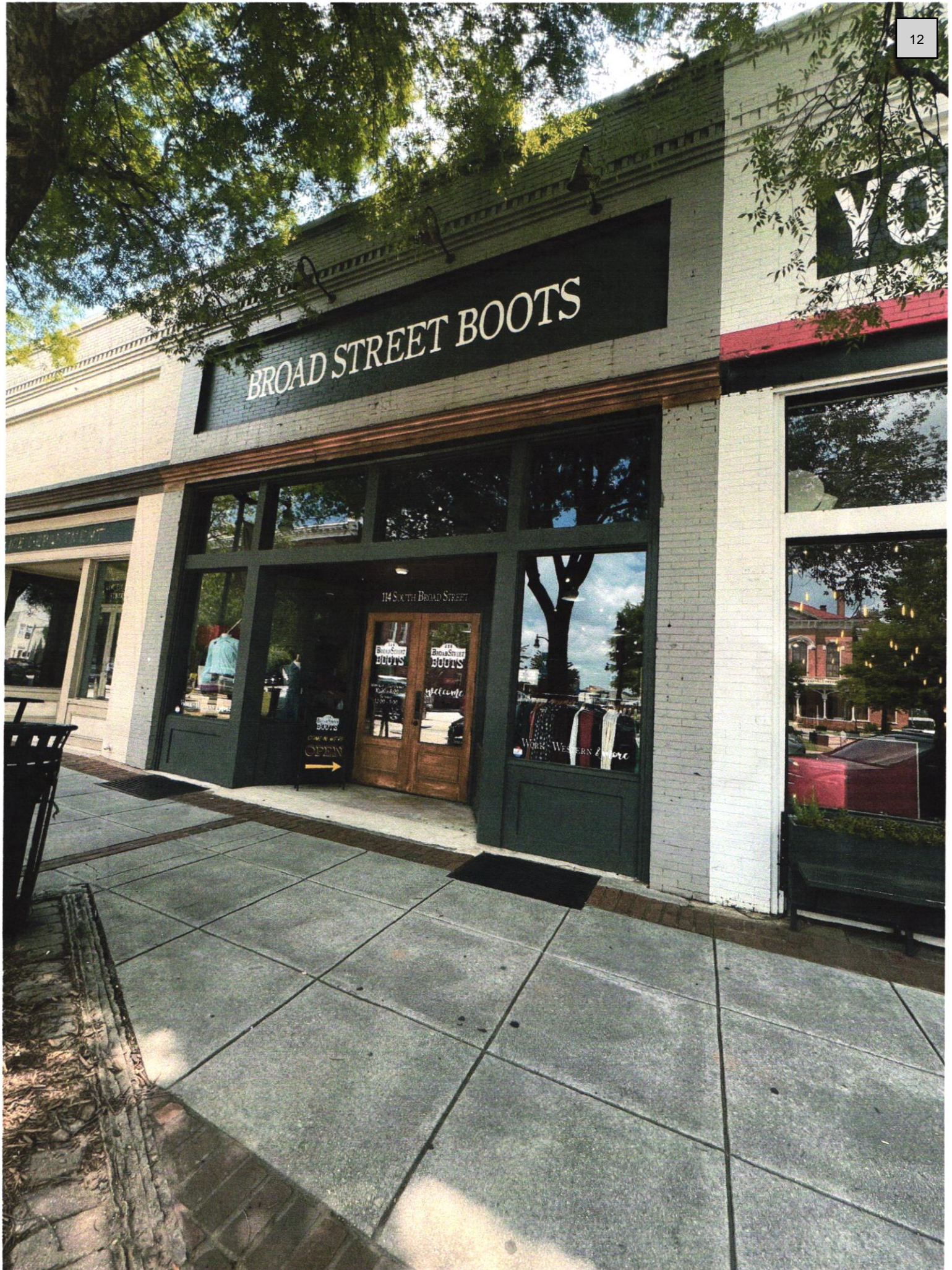
VALUE OF THE SIGN \$1,000

[Signature]
Signature of Applicant

JESSICA MURPHY
Print Name

12/27/24
Date





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Current Address: NONE - NEW BUSINESS

City: _____ State: _____ Zip: _____

Phone # _____ Cell # _____

Email address OAKANDVINEMONROE@GMAIL.COM

Attach Business License Permit type: (Commercial or Residential)

FRONT WINDOWS

Sq. Ft. 12 Dimensions 36x24" x 2 Height 24"


Monument/Ground Billboard Projected Wall Awning Banner Other

Lighted Electronic Aggregate area 200 Building Width 25'

Site Plan must be included Distance of Sign from other signs 12'

Total acreage of parcel 0.114 Consent of Owner

VALUE OF THE SIGN \$450


Signature of Applicant

JESSICA MURPHY
Print Name

12/27/24
Date

