



Planning Commission Meeting

AGENDA

Tuesday, February 21, 2023

5:30 PM

215 N. Broad St. - City Hall

-
- I. **CALL TO ORDER**
 - II. **ROLL CALL**
 - III. **APPROVAL OF AGENDA**
 - IV. **MINUTES OF PREVIOUS MEETING**
 - [1.](#) Previous Minutes 1-17-2023
 - V. **REPORT FROM CODE ENFORCEMENT OFFICER**
 - VI. **OLD BUSINESS**
 - VII. **NEW BUSINESS**
 - [1.](#) Request for COA - Expand outdoor self-service (mini) warehouses - 400 Mayfield Dr
 - [2.](#) Request for Zoning Ordinance Text Amendment #15
 - VIII. **ADJOURNMENT**

**MONROE PLANNING COMMISSION
MEETING MINUTES—January 17, 2023—DRAFT**

Present: Mike Eckles, Rosalind Parks, Shauna Mathias, Randy Camp

Absent: Nate Treadaway

Staff: Brad Callender—City Planner
Laura Wilson—Code Assistant

Visitors: Sharon Carr, Devin Smith, Omar Kahn, Chaunch Edwards, Ed & Julie Hoff, Bonnie Russer, Sherie Hawkins, Jason Murray

Call to Order by Chairman Eckles at 5:30 pm.

Motion to Approve the Agenda as presented:

Motion Parks. Second Camp
Motion carried

Chairman Eckles asked for any changes, corrections or additions to the December 20, 2022 minutes.

Motion to approve

Motion Camp. Second Mathias.
Motion carried

Chairman Eckles asked for the Code Officer’s Report: None
Old Business: None

The First Item of Business: is Rezone Case #1921, a request to rezone 104 3rd St from R-2 (Multi-Family, High Density Residential District) to B-1 (Neighborhood Commercial District). The property sits directly behind 706 S. Broad St. The owner and applicant is requesting a rezone of the property in order to convert a single family residence to allow for expansion of the adjacent professional business that is also owned by the applicant. The proposed professional services include psychological counseling, message therapy, and yoga/pilates instruction. The subject property would be combined together with the adjacent B-1 zoned property with the existing professional services business. There will be 10 unpaved parking spaced between the two buildings. Staff recommends approval without conditions. The applicant and owner, Sherie Hawkins spoke in favor of the request.

Chairman Eckles: Are you using the vacant lot between the two properties for parking? Are you making any improvements?

Hawkins: Yes, the parking will be between the buildings either gravel or pavers with grass inbetween

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve as presented

Motion Mathias. Second Camp.
Motion Carried

The Second Item of Business is COA Case #1922, a request for a Central Business District Certificate of Appropriateness, in order to allow for the expansion of an existing office building at 202 S. Madison Ave. The existing architecture of the building will be enhanced and continued. Staff recommends approval without conditions. Business owner and applicant Devin Smith spoke in favor of the project. The business in the building, Southern Elite Contracting, is growing and will use the space for additional offices and a design center.

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve without conditions

Motion Parks. Second Camp
Motion carried

The Third Item of Business is COA Case #1923, a request for a Certificate of Appropriateness application in order to allow placement of wall signs and one monument sign on a site under construction for a quick service coffee house with drive thru. The applicant was before the Planning Commission some time last year and is now back to fulfill a requirement of that approval. Staff recommends approval without conditions. Sharon Carr, sign representative for Starbucks spoke in favor of the project.

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve without conditions

Motion Mathias. Second Parks
Motion carried

The Fourth Item of Business is COA Case #1924, a request for a Certificate of Appropriateness application in order to allow for the conversion of a single-family residence into an office, add parking, and add an accessory structure to be used as a shop. Signage is also included in the request. Staff recommends approval with conditions (two) listed in the staff report dated January 11, 2023. Owner and applicant Chaunch Edwards spoke in favor of the request.

Edwards: Is 104 3rd St in the Corridor Design Overlay?

Callender: No it is not

Edwards: Is that why she is allowed to use gravel for the parking lot?

Callender: She can use gravel because she is in a historic district

Chairmen Eckles: Do you understand the two conditions? And agree with them?
Edwards: Yes

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve with conditions stated in the staff report
Motion Mathias. Second Camp
Motion carried

The Fifth Item of Business is COA Case #1925, a request for Certificate of Appropriateness, in order to allow for the expansion the existing parking lot at 202 McDaniel St. (First Baptist Church). The applicant proposes to add 22 parking spaces to the existing parking lot to bring the total parking spaces to 97. The additional parking will be on the S. Wayne side of the lot. Staff recommends approval of the COA without conditions. Jason Murray of First Baptist Church spoke in favor of the project.

Commissioner Parks: Is that a net increase of 22 spaces?
Murray: Yes

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve without conditions
Motion Parks. Second Mathias
Motion carried

The Sixth Item of Business is Variance Case #1926, a request for variance at 407 E Church St to allow for the construction of a forward-facing garage and to reduce the side yard setback for an accessory structure. The owners and applicants, Edward & Julie Hoff would like to replace a garage that was destroyed by a fire approximately four years ago. Staff recommends approval without conditions. Edward Hoff spoke in favor of the request.

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve without conditions
Motion Camp. Second Mathias
Motion carried

The Seventh Item of Business is a Map Amendment Case #1927, a proposed zoning map update to show all of the changes that have occurred since July 2021. There is also a change requested by a property owner that will be part of the update.

Chairman Eckles: Anyone else here to speak in opposition? None

Motion to approve without conditions

Motion Mathias. Second Camp
Motion carried

Chairman Eckles entertained a motion to adjourn.
Motion to adjourn

Motion Camp. Second Mathias
Meeting adjourned; 5:47pm



**Planning
City of Monroe, Georgia**

CERTIFICATE OF APPROPRIATENESS STAFF REPORT

APPLICATION SUMMARY

CERTIFICATE OF APPROPRIATENESS CASE #: 2044

DATE: February 15, 2023

STAFF REPORT BY: Brad Callender, Planning & Zoning Director

APPLICANT NAME: Mayfield Self Storage, LLC

PROPERTY OWNER: Mayfield Self Storage, LLC

LOCATION: North side of Mayfield Drive and the south side of US Hwy 78 – 400 Mayfield Drive

ACREAGE: ±11.74

EXISTING ZONING: M-1 (Light Industrial/Manufacturing District)

EXISTING LAND USE: Outdoor self-service (mini) warehouse and outdoor storage

ACTION REQUESTED: The applicant is requesting approval of a Certificate of Appropriateness application in order to modify their approved Certificate of Appropriateness site plan to allow for the expansion of additional outdoor self-service (mini) warehouses.

STAFF RECOMMENDATION: Staff recommends approval of this Certificate of Appropriateness with conditions.

DATE OF SCHEDULED MEETING

PLANNING COMMISSION: February 21, 2023

REQUEST SUMMARY

CERTIFICATE OF APPROPRIATENESS REQUEST SUMMARY:

The applicant is requesting approval of a Certificate of Appropriateness application in order to expand the existing outdoor self-service (mini) warehouse facility located on the site. The existing facility comprises a leasing office and 3 existing outdoor self-service (mini) warehouse buildings with 3 additional self-service warehouse buildings under construction. The application proposes to construct 2 additional outdoor self-service (mini) warehouse buildings near the front of the site along Mayfield Drive. The site has received two prior COA approvals on 6/21/2022 (COA #1043) and 11/17/2020 (COA #71-2020), both of which included out lots for M-1 uses where the 2 new buildings are proposed.

PROPOSED PROJECT SUMMARY:

- Outdoor Self-Service (Mini) Warehouse – Silo Self Storage
 - Existing Outdoor Self-Service (Mini) Warehouses
 - Buildings – 6
 - Total Floor Area – 78,975 Sf (Smallest – 10,575 Sf; Largest – 15,600 Sf)

- Leasing Office – 1,050 Sf
- 52 parking storage spaces for RV's, Campers etc.
- Proposed Outdoor Self-Service (Mini) Warehouses
 - Buildings – 2
 - Total Floor Area – 31,200 Sf (15,600 Sf each building)

STAFF ANALYSIS

THE ANALYSIS OF THE APPLICATION IS MADE BASED UPON THE "CORRIDOR DESIGN STANDARDS AND GUIDELINES" AS SET FORTH IN SECTION 643A OF THE *CITY OF MONROE ZONING ORDINANCE*.

643A.1 – Site Planning:

A majority of the site has been developed for outdoor self-service (mini) warehouses. This includes a leasing office building. The current site was approved for a COA on 11/17/2020 to develop the site for the outdoor self-service (mini) warehouses and 3 M-1 out lots. The applicant is now requesting to complete the project with 2 additional outdoor self-service (mini) warehouse buildings and remove the proposed out lots. Under the Zoning Ordinance in effect at the time original COA was approved, there were no restrictions on the acreage or size of development consisting solely of outdoor self-service (mini) warehouses. The City Council has now amended the Zoning Ordinance to restrict the locations and acreage of outdoor self-service (mini) warehouse facilities in the City. This COA application was submitted prior to the adoption of those amendments now limiting outdoor self-service (mini) warehouses. This COA application is subject to the Zoning Ordinance in effect at the time of the COA application submittal. If approved, the COA will be subject to the provisions for COA approvals in Section 643.4(10) of the Zoning Ordinance. COA's are valid for 18 months Per Section 643.4(10) of the Zoning Ordinance. If no construction begins with 6 months from the date of issuance, the COA becomes void per the same referenced section of the Zoning Ordinance. A condition has been added to the end of the report reiterating the COA approval time frame as outlined in Section 643.4(10).

643A.2 – Architecture:

The exterior of the proposed mini-warehouses will match the existing mini-warehouses on the site. The exterior façades consist of a mix of brick veneer wall supports and corrugated metal doors and headers with polyester paint coating.

643A.3 – Pavement:

The site currently has extensive paving around the existing mini-warehouse buildings on the northern portion of the property. The applicant proposes to add additional paving around the proposed new mini-warehouse building on the southern portion of the property. The pavement areas proposed throughout the site appears to comply with the general and area specific criteria outlined in Section 643A.3 of the Zoning Ordinance.

643A.4 – Landscaping:

The site already has landscaping installed as approved under COA #71-2020. The landscaping existing on the site appears to comply with the landscaping criteria outlined in Section 643A.4 of the Zoning Ordinance.

643A.5 – Signs:

Signage for the site was previously approved under COA #1043 on June 21, 2022. No changes are proposed to the existing signage on the site. Staff has added a condition at the end of this report to carry over the signage approved under COA #1043 into this COA request.

643A.6 – Illumination:

Each mini-warehouse building will have wall mounted lights. There are no overhead lights on the site.

STAFF RECOMMENDATION

Based upon the City Council’s policies, decision making criteria and standards outlined in the Zoning Ordinance of the City of Monroe, staff recommends approval of the requested Certificate of Appropriateness application to expand the existing outdoor self-service (mini) warehouse facility, subject to the following condition:

1. The signs and conditions of approval under Certificate of Appropriateness #1043 shall also apply to this Certificate of Appropriateness approval.
2. The proposed outdoor self-service (mini) warehouse buildings shall be built in accordance with the representative photographs and written description of the project. The proposed outdoor self-service (mini) warehouse buildings shall be completed within eighteen (18) months from the date of issuance of this Certificate of Appropriateness approval. If construction of the proposed outdoor self-service (mini) warehouse buildings has not commenced within six (6) months from the date of issuance of this Certificate of Appropriateness approval, the COA shall become null and void.



City of Monroe

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

PLANNING & ZONING COA PERMIT

PERMIT #:	2044	DESCRIPTION:	COA-PLANNING & ZONING Buildings 7 & 8
JOB ADDRESS:	400 MAYFIELD DR	LOT #:	
PARCEL ID:	M0060003	BLK #:	
SUBDIVISION:		ZONING:	M-1
ISSUED TO:	Mayfield Self Storage	CONTRACTOR:	Mayfield Self Storage
ADDRESS:	400 Mayfield Dr	PHONE:	
CITY, STATE ZIP:	Monroe GA 30655	OWNER:	
PHONE:	404-856-0401	PHONE:	
PROP.USE:	Industrial	DATE ISSUED:	1/31/2023
VALUATION:	\$ 0.00	EXPIRATION:	7/30/2023
SQ FT:	0.00		
OCCP TYPE:			
CNST TYPE:			
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov		

FEE CODE	DESCRIPTION	AMOUNT
COA-01	PLANNING COMMISSION REGULAR MEETING	\$ 100.00
FEE TOTAL		\$ 100.00
PAYMENTS		\$ -100.00
BALANCE		\$ 0.00

NOTES:

The Planning Commission will hear this request for a Certificate of Appropriateness at 400 Mayfield Dr to allow for site modifications and new buildings on February 21, 2023 in the City Hall Auditorium at 215 N. Broad St Monroe, GA 30655.

NOTICE

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 6 MONTHS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 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 PROVISION OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.



(APPROVED BY)

2/1/23
DATE



215 North Broad Street
 Monroe, GA 30655
 Tel (770) 267-3429
 Fax (770) 267-3698

Receipt Number: R00476265 10
 Cashier Name: LAURA WILSON
 Terminal Number: 34
 Receipt Date: 2/1/2023 7:51:42 AM

Transaction Code: BP - Building Projects Payment

Payment Method: Cash Payment Reference:

Name: Mayfield Self Storage	\$100.00
Total Balance Due:	\$100.00
Amount: \$100.00	
Total Payment Received:	\$100.00
Change:	\$0.00



Certificate of Appropriateness Application

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 the Corridor Design Overlay or the Central Business District are required to obtain a Certificate of Appropriateness (COA) from the Planning Commission for any exterior material change on the property.

Project Address: 400 Mayfield Drive Parcel # M0060003

Property listed above is located in (circle) Corridor Design Overlay or Central Business District

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

Property Owner: Mayfield Self Storage, LLC

Address: 4300 Paces Ferry Road STE 500, Atlanta, GA 30339

Telephone Number: 7064741348 Email Address: kward@longleafcre.com

Applicant: <u>Mayfield Self Storage, LLC</u>	
Address: <u>4300 Paces Ferry Road STE 500, Atlanta, GA 30339</u>	
Telephone Number: <u>7064741348</u>	Email Address: <u>kward@longleafcre.com</u>

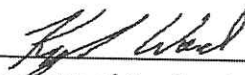
Estimated cost of project: \$820,000

Please submit the following items with your application:

- Photographs of existing condition of the property to show all areas affected
- Plans, sketches, drawings, and diagrams of the project which detail the materials that will be used
- Written description of the project
- Owner authorization statement, if applicant is not the property owner
- Application Fee \$100

RECEIVED #2644

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

 1/3/22
 Signature of Applicant Date

Description of Project:

The proposed development is an expansion of Silo Self Storage located on Mayfield Drive. The property’s zoning allows for self-storage by right and the property is located inside of a federal opportunity zone. Federal opportunity zones were designated by the IRS and Department of Treasury to spur economic growth and development in areas that meet certain criteria. The developer, Mayfield Self Storage, LLC, has made a significant investment in the community by filling a void and creating a class A self storage facility located along HWY 78 and Mayfield Drive in the city limits of Monroe. The current development is arguably the most attractive development along Mayfield Drive and should be considered a great example for others that may wish to develop in similarly zoned areas. The developer has the desire to continue its investment in the Federal Opportunity Zone by adding two 15,600 square feet fully climate-controlled class A self-storage buildings to match the other buildings recently approved by the City of Monroe. Amenities will include professionally designed interior/exterior lighting and a closed-circuit security system with continuous DVR recording, fully enclosed fence and electronic gate system with individual gate code entry.

Exterior Brick Façade to Previously Approved Buildings:



Aerial image showing buildings 7 and 8:



**NOTICE TO THE PUBLIC
CITY OF MONROE**

A petition has been filed with the City of Monroe requesting a Certificate of Appropriateness to allow for site modifications and new buildings at 400 Mayfield Drive (Parcel #MO060003).

The City of Monroe Planning Commission will hold a public hearing and a decision will be made at the City Hall Auditorium at 215 N. Broad Street on February 21, 2023 at 5:30 P.M. All those having an interest should be present to voice their interest at said public meeting.

**PLEASE RUN ON THE
FOLLOWING DATE:**

February 5, 2023



City of Monroe

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

PLANNING & ZONING COA PERMIT

PERMIT #:	2045	DESCRIPTION:	Zoning Amendment #15
JOB ADDRESS:	215 N BROAD ST	LOT #:	
PARCEL ID:	M0140026	BLK #:	
SUBDIVISION:		ZONING:	B-2
ISSUED TO:	CITY OF MONROE	CONTRACTOR:	CITY OF MONROE
ADDRESS:	P.O. BOX 1249	PHONE:	
CITY, STATE ZIP:	MONROE GA 30655	OWNER:	
PHONE:		PHONE:	
PROP.USE:	COMMERCIAL	DATE ISSUED:	2/01/2023
VALUATION:	\$ 0.00	EXPIRATION:	7/31/2023
SQ FT:	0.00		
OCCP TYPE:			
CNST TYPE:			
INSPECTION REQUESTS:	770-207-4674 lwilson@monroega.gov		

FEE CODE	DESCRIPTION	AMOUNT
COA-01	PLANNING COMMISSION REGULAR MEETING	\$ 0.00
FEE TOTAL		\$ 0.00
PAYMENTS		\$ 0.00
BALANCE		\$ 0.00

NOTES:

See staff report for details

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Law E. Minni
(APPROVED BY)

2/1/23
DATE

Proposed Amendments to the Zoning Ordinance

February 21 – Planning Commission

March 14 – City Council 1st Reading

April 11 – City Council 2nd Reading

Amendment Key

Blue – Language to be added

Red – Language to be removed

Green – Amendment description

- **Section 630.3: Modify Industrial Zoning District Land Use Regulation table to add land uses for restaurants, cafés, grill, and lunch counters, including restaurants with drive-in or drive-through service.**

Section 630.3 Industrial Land Use Regulations (M-1):

Section 630.3 Table 6 - Industrial Zoning District Land Use Regulations

[P]=permitted; [X]=prohibited; [C]=conditional use permit required

LAND USE CATEGORY	DISTRICT	REFERENCE
Principal Use*(unless noted as an accessory use)	M-1	See Section or Note
Restaurant		
restaurant/cafe, grill, lunch-counter	P	
restaurant with drive-in or drive-through service	P	
restaurant with walk-up or walk-away service	X	

- **Section 646.3: Modify Central Business District Overlay (CBD) Land Use Regulation table to modify land uses from prohibited to being allowed for play centers, skating rinks, bowling alleys, parking lots, health/fitness centers, apartment buildings, townhouses, and walk-up or walk-away service restaurants.**

Section 646.3 Central Business District Overlay (CBD):

Section 646.3 Table 8 - Central Business District Overlay (CBD)

[P]=permitted; [X]=prohibited; [C]=conditional use permit required

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Accessory building and uses	
accessory apartments	P
accessory dwelling units	P
bed and breakfasts	C
fuel dispensary, pump, island and/or canopy	C
home occupations	P
home office	P
residential business	P
outdoor storage	X
outdoor display	P
sidewalk amenities	P
structures – general	P
temporary structures	P
uses – general	P

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Administrative and information service facilities	
administrative offices/processing center	P
call/telecommunications center	P
data processing/programming facilities	P
Agricultural uses	
timber harvesting	X
Alcohol and beverage stores, retail	
beer and wine	C
Amusements and Entertainment	
adult entertainment establishment	X
archery range or firing range	X
game center	P
miniature golf, outdoor	X
play centers, skating rink, bowling alley	X P
theaters	P
theaters, outdoor	C
Animal facilities and services	
clinics and specialty services	X
hospitals, lodging, and shelters	X
animal/pet supply stores, retail (excluding pet sales)	P
animal/pet supply stores (including pets sales)	X
Antique, curio, and/or collectible shops	P
Apparel stores-clothing and accessories, retail	
bridal, vintage, consignment, and rental	P
new	P
secondhand and/or thrift	P
shoe repair, service	P
tailoring and/or dressmaking, service	P
Arts, Crafts, and Hobbies	
Art, craft and/or hobby supply stores, retail	P
Art gallery or shop, retail	P
Art studios	P
Craftsman studios	P
Audio/video/computer equipment	
supply stores, rental and/or repairs	P
supply stores, retail	P
Beauty shops, services	
barber, hairdresser, and/or stylist shops	P
beauty supply, retail	P
beauty/health spas	P
manicure establishment	P
tanning centers	P
Book, news, magazine stores, retail	P

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Building, construction and special trade facilities	
contractor and developer offices	P
contractor/developer offices with facilities	X
contractor/developer office center	X
landscape/irrigation service	X
timber harvesting service	X
tree surgery service	X
building supply store, wholesale	X
Catering establishments, retail and rental	P
Child-care facilities	
child-care, center	C
child-care, home	C
Churches	
community	P
megachurch	P
neighborhood	P
Collection Agency	P
Community associations/clubs-civic and private	P
Confectionery and dessert shops, retail	P
Copy and blueprint shops	P
Department/discount department stores, retail	P
Detective agency	P
Distribution and storage facilities	
warehouse, self-service (mini)	X
warehouse	X
Drug stores, retail	
Educational facilities	
schools-private, public, parochial	C
school programs-day-, pre-, post-	C
small scale instruction	P
studios for work or teaching of fine arts, photography, music, drama, dance, martial arts	P
Fabric and notion shops, retail	P
Financial institutions-banks, savings/loans	
With/without drive-thru window	P
Automatic teller machine only	P
Florist and plant shops, retail	P
Funeral and interment establishments	
cemeteries and memorial cemeteries	X
gravestone and burial vault, sales and storage	X
undertaking, mortuary, and/or funeral home	X
Gift, card, and stationary shops, retail	P

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Grocers, retail	P
convenience food stores	P
delicatessens, bakery, specialty grocers	P
farmers market	P
grocery markets	P
health food stores	P
Healthcare, service-dental, medical, optometry, psychiatric, chiropractic	
clinics (day services only)	P
convalescent care, nursing, rest homes	X
hospitals and laboratories	X
person care homes, family	X
personal care homes, group	C
personal care homes, congregate	C
private offices	P
sanitariums and mental institutions	X
Interior design and decorating establishments	
china, clock, frame, and/or rug shops, retail	P
floor covering, retail and service	P
furniture and furnishings stores, retail	P
hardware and paint stores, retail	P
kitchen supply stores, retail	P
kitchen supply stores, rental	P
linen and drapery, retail and service	P
wallpaper, retail and service	P
Jewelry stores, retail	P
Laundry and/or dry cleaning establishments	
drop and pick up stations	P
full-service	X
self-service, public	X
Lawn and garden establishments	
supply and equipment, retail and rental	X
greenhouse and plant nursery, retail	X
Lodging	
bed and breakfast inns	P
hotels	P
inns	P
motels	X
Mercantile and dry good stores, retail	P
Media facilities, print and electronic	
film and internet production offices	P
newspapers offices	P
publishing and printing establishments	P

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Motor vehicles and equipment	
>passenger vehicles and small engine equipment	
body repair and painting	X
car wash, service or self-service	X
fuel sales	C
general service/installation of parts/access. new or used, sales and rental	C
light duty trailer sales, new-accessory use	X
parts/accessories, sales	P
tires, sales	X
vehicle storage yard welding and fabrication wrecker and/or towing service	X
>heavy trucks, RVs and other heavy equipment	
body repair and painting	X
fueling station	X
general service/installation of parts/access. new or used, sales and rental	X
parts/accessories/tires, sales	X
truck wash, service or self-service	X
terminal, motor freight	X
truck stop/travel plaza	X
Musical instrument shop, retail	P
Office Parks	
medical office parks	X
professional office parks	X
Office supply stores, retail	P
Optical supply stores, retail	P
Parking, commercial-primary use	
garages	P
lots	X <u>P</u>
Parks and Recreation	
campgrounds	X
health/fitness center	X <u>P</u>
gymnasium	X
neighborhood activity center-accessory use	P
parks, active	C
parks, passive	P
Photography	
supply and processing stores, sales/service	P
portrait studio	P
Professional offices	P
Public buildings	
government offices, libraries, museums	P
convention hall, community center	P
Recreational equipment stores, repair and Rental	X
Recreational equipment/supply stores, retail	P

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
RESIDENTIAL:	
accessory apartments	P
accessory dwellings	P
apartment buildings	EP
apartment houses	P
lofts	P
single-family dwellings	P
two-family dwelling/duplex	X
townhouses	EP
Restaurant	
restaurant/café, grill, lunch counter	P
with drive-in or drive-through service	C
with walk-up or walk-away service	EP
Sales and Service Facilities	
appliance stores (small and large), retail, rental, rental, and/or repairs	X
building supply, retail	X
equipment (small and large), service and rental	X
equipment(office), service and rental	P
fuel sales-liquid, wholesale and sale	X
funeral and interment establishments,	X
wholesale and storage janitorial cleaning	X
services janitorial/cleaning supply store,	X
wholesale lawn and garden supply,	X
wholesale locksmith shop, service	P
Sales and Service Facilities (continued)	
manufactured home sale lots	X
pawn shop and pawn brokers	X
pest control services	X
print and publication shops	X
scrap hauling service	X
sewer and septic tank service	X
vending supply and service	X
Shipping, packaging, and delivery establishments	
non-freight business	X
Shopping Centers	X
Telecommunications facilities	
mobile telephones/paging, retail and service	P
satellite dishes, retail	X
Temporary buildings	P
Toy, variety, novelty, and dime stores, retail	P
Transportation facilities	
airport	X
administrative offices/dispatches	X
commuter lot	X
stations or terminals	X
Travel agencies	P

LAND USE CATEGORY	
Principal Use* (unless noted as an accessory use)	CBD Overlay
Utility and area service provider facilities	
emergency management services-fire, police, ambulance	P
garbage and recycling collection services	X
landfills, incinerators, and dumps	X
recycling center	X
telecommunications facility, radio and television stations	P
telecommunications facility, tower/antenna	X
utility administrative office	P
utility transformers, substations, and towers	P
Vending	
food and beverage, temporary sales	C
general merchandise, temporary sales	C
parking, temporary event	P
outdoor sales, temporary sales	C

➤ *Section 646.6: Amend Table 9 of the special design and dimensional standards for the CBD Overlay to increase the maximum building height and to add minimum floor area standards for apartments, lofts, and townhomes.*

Table 9:

LOT	CBD
Lot area, min	none
Lot coverage, max	100%
Lot width, min	30 ft.
Lot frontage, min	30 ft.
YARD	
Setback, front yard	0 ft.
Setback, side yard, min	0 ft.
Setback, rear yard, min	0 ft.
BUILDING	
Building height, max	35 ft. 5 Stories
Building ground floor area, min sq footage required	750 sq.ft.
RESIDENTIAL UNIT FLOOR AREAS	
Apartments, including lofts, min	450 sq.ft.
Townhomes, min	1,500 sq.ft.

➤ **Section 1420.4(2): Amend application procedure for Zoning Ordinance Text Amendments to change the day applications must be submitted from thirty (30) to forty-five (45) days from the Planning Commission meeting.**

Section 1420 Zoning Ordinance Text Amendments.

1420.4 Application Procedure for Zoning Ordinance Text Amendment.

- (2) Application Contents. Each application for a text amendment must be submitted to the Code Enforcement Officer at least ~~thirty (30)~~ **forty-five (45)** days before any hearing by the Planning Commission. Unless waived by the Code Enforcement Officer, each application submitted by a person other than the City shall include all the following information about the requested text amendment:

➤ **Section 1421.4(2): Amend application procedure for Zoning Map Amendments to change the day applications must be submitted from thirty (30) to forty-five (45) days from the Planning Commission meeting.**

Section 1421 Zoning Map Amendments.

1421.4 Application Procedure for Zoning Map Amendments.

- (2) Application Contents. Each application for a rezoning must be submitted to the Code Enforcement Officer at least ~~thirty (30)~~ **forty-five (45)** before any hearing by the Planning Commission. Unless waived by the Code Enforcement Officer, each application submitted by a person other than the City shall include all the following information about the subject property:

➤ **Section 1425.1(1): Amend application procedure for Conditional Uses to change the day applications must be submitted from thirty (30) to forty-five (45) days from the Planning Commission meeting.**

Section 1425 Conditional Uses.

1425.1 Application Procedure.

- (1) Application Contents. Each application for a conditional use must be submitted to the Code Enforcement Officer at least ~~thirty (30)~~ **forty-five (45)** days before any hearing by the Planning Commission. Unless waived by the Code Enforcement Officer, each application shall include all the following information about the subject property:

➤ *Section 1430.2(1): Amend application procedure for Variances to change the day applications must be submitted from thirty (30) to forty-five (45) days from the Planning Commission meeting.*

Section 1430 Variances.

1430.2 Application Procedure.

- (1) Application Contents. Each application for a variance must be submitted to the Code Enforcement Officer at least ~~thirty (30)~~ **forty-five (45)** before any hearing by the Planning Commission. Unless waived by the Code Enforcement Officer, each application shall include all the following information about the subject property:

**NOTICE TO THE PUBLIC
CITY OF MONROE**

The City of Monroe proposes the 15th Amendment to the Zoning Ordinance with the following Text Amendments: Article VI, Section 630.3 – Table 6 to add restaurants as an allowed use in the in the M-1 zoning district; Article VI, Section 646.3 – Table 8 to modify land the land uses play centers, skating rinks, bowling alleys, parking lots, health/fitness centers, apartment buildings, townhouses, walk-up or walk-away service restaurants, as allowed in the Central Business District (CBD); Article VI, Section 646.6 – Table 9 to increase the maximum building height, to add minimum floor area standards for apartments, lofts, and townhomes in the Central Business District (CBD); Article XIV, Sections 1420.4, 1421.4, 1425.1, and 1430.2 to increase the application submittal deadlines for Zoning Ordinance Text Amendments, Zoning Map Amendments, Conditional Uses, and Variances from thirty (30) to forty-five (45) days.

A public hearing will be held before the City of Monroe Planning Commission to review and make recommendation of said text amendments to the Monroe City Council at the City Hall Auditorium at 215 N. Broad Street on February 21, 2023 at 5:30 P.M. The Monroe City Council will hold a public hearing and the first reading of said text amendments at the City Hall Auditorium at 215 N. Broad Street on March 14, 2023 at 6:00 P.M. The Monroe City Council will hold the second reading for adoption of said text amendments at the City Hall Auditorium at 215 N. Broad Street on April 11, 2023 at 6:00 P.M. All those having an interest should be present to voice their interest at said public meetings.

**PLEASE RUN ON THE
FOLLOWING DATE:**

February 5, 2023