

COA Central Business District (CBD) & Corridor Design Overlay (CDO) Supplemental Information



1. The Planning Commission meets on the third Tuesday of each month in the Council Chambers at City Hall (215 N. Broad St Monroe, GA 30655) at 5:30pm.
2. To be placed on the agenda for that month, a completed application must be turn in **at least 60 days prior** to the meeting date. For example, if the meeting is scheduled for March 15th, all applications must be turned in by January 14th.
3. It is recommended the applicant appear at the meeting on the scheduled time and day to make a presentation to the Commission members.
4. In review of COA applications, the Planning Commission shall take into account the following elements to ensure the exterior form and appearance of the structure is consistent with the visual character of the Corridor or District
 - Impervious surface, parking, parking islands, greenspace, trees, landscaping, buffers
 - Signage
 - Lighting
 - Historical and architectural value and significance
 - Architectural style, general design arrangement, texture and material of the architectural features involved and the relationship thereof to the exterior architectural style and appurtenant features of other development and structures in the Corridor or District
5. The Code Office will post a notice which will notify all affected property owners of the material change being requested not less than 15 days prior to the meeting at which the request for the 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.
6. Ordinary maintenance or repair of any exterior architectural feature in or on a property that does not involve a change in design is excluded from review.
7. In review of COA applications, the Planning Commission shall not consider interior arrangements or use having no effect on exterior architectural features.
8. Specific **Corridor Design Standards and Guidelines** can be found in Section 643A of the Zoning Ordinance
9. Specific Design Standards and Exemptions for the **Central Business District (CBD) Overlay** can be found in Section 646.6 of the Zoning Ordinance