



CERTIFICATE OF APPROPRIATENESS STAFF REPORT

FROM: Community Development Department

Prepared by: Brittany Anderson

SUBJECT: COA2506-031 140 Crisler Street (Design Request of an Addition of a Retaining Wall)

DATE: June 27, 2025

RECOMMENDATION

HPC to consider the applicant's design request of an addition of a retaining wall located at 140 Crisler Street as submitted and guided by the City's Historic District Design Guidelines and the City's Unified Development Code.

REPORT-IN-BRIEF

DISCUSSION

The applicant is requesting design approval of a retaining wall installation on the property. The retaining wall be installed behind the water meter as shown in the picture provided. This retaining wall will replace the existing cross ties in the yard. The proposed retaining wall will be approximately 3ft and will be wood timber.

YARDS

The site which a house is located is a character defining element for a district. Single family homes will typically have yards to the front, back, and sides of the home to the property line, while duplexes or multifamily properties may have joined yards or segmented areas of the general property. Yards accommodate and are often defined by fences, walls, hedges, driveways, and walkways. The design of an individual residential landscape should be considered an extension of the home since



landscaping reflects the period of construction as does the house. The physical treatment of the yard is an intended product often contributing to the character of the neighborhood and should be considered an extension of the style of the home.

1. Preserve the original retaining walls and fences where they exist.
2. Wood picket fences may be added in front or side yard facing a public street. The fences must be stained or painted, and are subject to City code.
3. If a chain link fence is found to be appropriate and is necessary, it should be used only in the rear yard, painted dark color, and not allowed to past the rear façade of the home.
4. Assess whether exterior steps or walks outside the home should be designed with engineered (concrete), traditional (brick, slate, hex, timber, or pavers), or rustic/natural (gravel, clay, or chip) as it would fit with the style of the home and within the surrounding neighborhood.

For additional information regarding the applicant's request, please see the attached application.

CONCURRENCES

FISCAL IMPACT

ALTERNATIVES

Attachments - COA2506-031 Application



Community Development Department

110 Academy Street, Canton, Georgia 30114
770-704-1500

CERTIFICATE OF APPROPRIATENESS APPLICATION

Project # _____ (staff only)

- Application Requirements:** All applications must be complete and include required support materials (listed on the reverse side of this application form). Incomplete applications will not be forwarded to the Canton Historic Preservation (HPC) for review. The applicant must submit the application and all supporting materials as the appropriate building permit option using the online permitting and licensing portal found here: <https://canton.onlama.com/>. For signs, submit the application and all supporting materials as a sign permit using the online permitting and licensing portal found here: <https://canton.onlama.com/>.
- Application Deadline:** Applications and support materials must be submitted fifteen (15) business days prior to the regular HPC meeting. Applications must be submitted to the Community Development Department.
- Application Representation:** The applicant or authorized representative of the applicant must attend the HPC meeting to support the application.
- Building Permit Requirements:** In addition to a COA application, building permits may be required from the Building Department. Building permits will not be issued without proof of a COA.
- Deadline for Project Completion:** After application approval, the COA is valid for 18 months and null and void if construction does not begin within 6 months.
- Local Resources:** [The Canton City Map](#), [The Canton Historic District Design Guidelines](#), and [The Canton Historic District Residential Design Guidelines](#) provides a boundary map of the Canton Historic District, a design review process flowchart and a list of projects that require review and approval (administrative review by Community Development Department staff or review by the Canton HPC). The Guidelines are available at City Hall and on the City of Canton website.

A CERTIFICATE OF APPROPRIATENESS IS REQUIRED FOR ANY MATERIAL CHANGE IN THE APPEARANCE OF PROPERTY (BUILDINGS, STRUCTURES, SITES, OBJECTS, EXTERIOR ENVIRONMENTAL FEATURES) IN A LOCALLY DESIGNATED HISTORIC DISTRICT, AS AUTHORIZED BY THE CITY OF CANTON HISTORIC PRESERVATION ORDINANCE.

Contact Information:

Applicant Name*: Alesia Heard Steele Telephone: 706 415-0966 / 770 499 2490

Email: steeleblessed24@yahoo.com

Mailing Address: 140 Crisler St. Canton, Ga. 30114

*NOTE: If the applicant is not the owner, a letter from the owner authorizing the proposed work must be included. Please include the owner's telephone number and mailing address.

Property Information:

Address: 140 Crisler St. Canton, Ga. 30114

Land Lot(s): _____

District/Section: _____ Map #: _____ Parcel #: _____

Zoning: _____ Present Use: _____

Scope of Work: (Check all that apply)

STAFF REVIEW:		HPC REVIEW:	
<input type="checkbox"/> Removal of non-historic detached structure	<input type="checkbox"/> Installation of screen or storm doors	<input checked="" type="checkbox"/> Addition	<input type="checkbox"/> Signs
<input type="checkbox"/> Maintenance of / change in paint color	<input type="checkbox"/> Installation of screen or storm windows	<input type="checkbox"/> Alteration	<input type="checkbox"/> Site Features
TYPE OF REVIEW:		<input checked="" type="checkbox"/> New Construction	<input type="checkbox"/> Demolition
		<input type="checkbox"/> Restoration	<input type="checkbox"/> Relocation
		<input type="checkbox"/> Commercial	<input checked="" type="checkbox"/> Residential
OTHER:			
<input type="checkbox"/> Amendment to previous COA, Project #:		<input type="checkbox"/> Other (Description):	



Community Development Department

110 Academy Street, Canton, Georgia 30114

770-704-1500

Application Checklist

A complete application requires support materials. Please check the list below for which materials may be necessary for design review of a particular project.

New Buildings and New Additions

- ☐ Letter of Intent
- ☐ Site plan
- ☐ Architectural elevations
- ☐ Landscape plan (vegetation not required)
- ☐ Description of materials
- ☐ Photographs of proposed site and adjoining properties

Major Restoration, Rehabilitation or Remodeling

- ☐ Letter of Intent
- ☐ Architectural elevations or sketches
- ☐ Description of proposed changes
- ☐ Description of materials
- ☐ Photographs of existing building
- ☐ Documentation of earlier historic appearance (Restoration only)

Minor Exterior Changes

- ☐ Letter of Intent
- ☐ Description of proposed changes
- ☐ Description of materials
- ☐ Photographs of existing building

Site Changes – Parking Areas, Drives and Walks

- ☐ Letter of Intent
- ☐ Site plan or sketch of site
- ☐ Description of materials
- ☐ Photographs of site

Site Changes – Fences, Walls, and Systems

- ☐ Letter of Intent
- ☐ Site plan or sketch of site
- ☐ Architectural elevations or sketches
- ☐ Description of materials
- ☐ Photographs of site

Site Changes – Signs

- ☐ Letter of Intent
- ☐ Approved sign application
- ☐ Site plan or sketch of site
- ☐ Description of materials or illumination

NOTE: Only complete applications will be placed on the agenda for design review. All plans must be "to scale". Reduced site plans, surveys, architectural drawings...etc. will not be accepted.

Applications should be submitted to the City of Canton Community Development Department, 110 Academy Street, Canton, Georgia 30114. Please contact 770-704-

Describe the proposed project (attach additional sheets if necessary). The description should include proposed materials.

Please divide the description whether the proposed scope of work will involve more than one type of project. *Example: 1) Addition of storage and 2) installation of sign.*

*Addition of 3 foot timber wall
to replace broken cross ties and level
the yard.*





