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# HISTORIC PRESERVATION COMMISSION MEETING REPORT

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FROM: Community Development Department  
BY: Jakob Allen, City Planner  
SUBJECT: **COA2603-099 – Design Request for Proposed Deck and Fence Installation**  
DATE: 03/16/2026

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## RECOMMENDATION

Historic Preservation Commission to consider the Applicant's design request for proposed deck and fence installation at 225 Reformation Parkway as submitted and guided by the City of Canton's Historic District Design Guidelines.

## DISCUSSION

The Applicant is seeking to install a raised decking area to be level with adjacent concrete pedestrian pathway and existing Reformation Brewery patio area. Materials will consist of pressure-treated wood or composite decking on a steel frame with concrete footings. The Applicant is also seeking to install a five-foot tall, pressure-treated pine privacy fence along the plan north side of the work area. Lastly, three new metal gates are proposed: 1) a four-foot wide, five-foot tall gate in the proposed privacy fence; 2) two three-foot wide, three-and-a-half-foot tall gates in existing guardrails along Reformation Brewery patio area; and 3) a pair of three-foot wide, three-and-a-half-foot tall gates in existing guardrails along the pedestrian pathway. All gate materials will match those of existing guardrails.

For additional information, please see the attached application.

## RELEVANT HISTORIC GUIDELINES AND STANDARDS

The following standards ought to be considered when reviewing this project to ensure it follows the City of Canton's Historic District Design Guidelines.

Outdoor patios and porches can be great amenities for a building. They can expand seating space for restaurants, create a greenspace element or enliven a street with activity. However, they should be designed in context with surrounding buildings and should not conflict with the architecture of the building. The following guidelines shall apply:

- 1) Do not add a porch to the front or side façades of commercial buildings where none originally existed.
- 2) Design the porch to be consistent with the architecture of the principal building.
- 3) Storefront – or “façade” – patios may be added if they do not replace historic storefronts. The design should be compatible with original entrances.
- 4) Do not permanently enclose or alter the design of original porch or house foundation walls.
- 5) Situate downspouts along porch supports – or along the edges and corners of buildings – to create minimal visual disruption.
- 6) Do not enclose or fill in front porches or historic side porches that are visible from the street, with the exception of screening – as long as it is installed on the inner plane of the columns and inner side of balustrades.
- 7) Design handicap ramps to incorporate elements of the primary façade, such as continuation of a porch balustrade along the length of the ramp. Locate ramps to the side or rear of the building, where feasible, and respect the architectural style, materials and scale of the building.

Fences and walls are character-defining features typically used around institutional and residential properties. They help establish property edges, maintain the continuity of the street edge and can also provide an architectural element to the landscape of a property. The following guidelines shall apply to fences and walls – including gates:

- 1) Design fences and walls so that materials, height and design are compatible with the architecture and materials of the principal building as well as the character of surrounding properties.
- 2) Retain traditional fences and walls. Match old materials, height and detail of the existing fence or wall when making needed repairs.
- 3) Do not introduce a material that is incompatible with prevalent materials in the Historic District; chain-link fencing and concrete block walls are not appropriate where they are visible from the street.

ATTACHMENTS – COA2603-099 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 12 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\*: Maggie McBride, RA - Bunker Design Telephone: 404-402-1316  
 Email: maggie@bunker.design  
 Mailing Address: 220 E Main Street, 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: 225 Reformation Parkway, Exterior Common Area between Cotton Mill Exchange & Reformation Brewery  
 Land Lot(s): 158, 159, 166, 167  
 District/Section: District 14, Section 2 Map #: TIN 14N17 024 Parcel #: PIN 14-0166-0080  
 Zoning: \_\_\_\_\_ Present Use: Exterior Common Area - No change

### Scope of Work: (Check all that apply)

STAFF REVIEW:		HPC REVIEW:	
<input type="checkbox"/> Signage	<input type="checkbox"/> Eligible administrative review	<input type="checkbox"/> Addition	<input type="checkbox"/> Specimen Tree Removal
<input type="checkbox"/> Maintenance of / change in paint color	<input type="checkbox"/> Residential specimen tree removal	<input checked="" type="checkbox"/> Alteration	<input type="checkbox"/> Site Features
<b>TYPE OF REVIEW:</b>		<input checked="" type="checkbox"/> New Construction	<input type="checkbox"/> Demolition
		<input type="checkbox"/> Restoration	<input type="checkbox"/> Relocation
		<input checked="" type="checkbox"/> Commercial	<input type="checkbox"/> Residential
<b>OTHER:</b>			
<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 770-704-1500 for more information.

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.*

Proposed exterior modifications are limited to the existing

uncovered sunken common area between Cotton Mill Exchange and Reformation Brewery that is just before the Trash Compactor area.

Scope of work is limited to structural footings and frame for new decking to create level area for future playground or games

that is at the same grade as the Reformation covered patio and adjacent pedestrian pathway that connects to all the Mill Common

Area grounds. New deck area is already semi-enclosed with existing metal guardrail on two sides. Proposed scope is to add 3 new gates

that match guardrail in style and finish within existing guardrail to provide access to and from this new decked area. In addition to

the new gates, along the open end of the new decked area is proposed a new wood (PT wood to match / similar to what is already approved)

5 foot tall privacy fence from the exterior wall of the Cotton Mill Exchange across to the exterior wall at Reformation Brewery.

Lastly, proposed is a metal gate to match all others on property that allows pedestrian passage from the Reformation Patio to the Trash Compactor area. Privacy fence and gate are 5 feet tall.



Margaret McBride, RA  
March 13, 2026

City of Canton  
Historic Preservation Committee

**Project Name: Playground (Exterior Deck & Fencing at the Mill on Etowah Common Area between Cotton Mill Exchange and Reformation Brewery)**

HPC Letter of Intent

Please see below and attached to this letter the filled out application, summary of proposed exterior modifications and reference imagery along with drawings for your review.

The design intent summary of proposed exterior alterations is as follows:

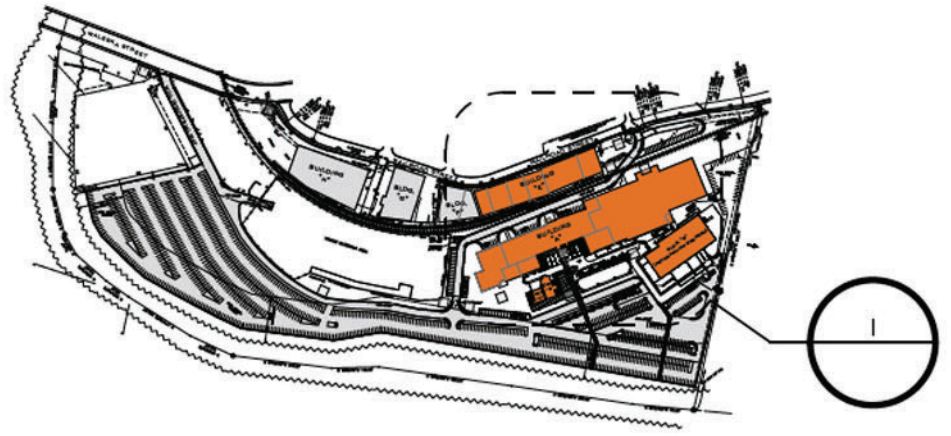
1. Exterior proposed scope includes new raised decking area to be level with adjacent concrete pedestrian pathway and Reformation Brewery Covered Exterior Patio area. Decking to be PT wood or composite decking on Steel frame and concrete footings. Area is already enclosed on three sides, one of which is the exterior wall of Cotton Mill Exchange at the other two sides already have HPC approved metal guardrail.
2. Proposing 3 new metal gates within existing guardrails to allow access to and from the gated playground area. Metal gates will match guardrail in height, style and finish, painted Tricorn Black.
3. Along open side of new playground area we are proposing a 5 foot tall wood privacy fence with a metal & mesh man gate that allows for access to and from Trash Compactor area beyond.
4. Wood privacy fence will match or be similar to wood approved elsewhere on the property at dumpster enclosure and similar. PT wood fence panels are horizontal in orientation and will limit views to the unsightly trash compactor area.

Thank you, in advance, for your consideration,

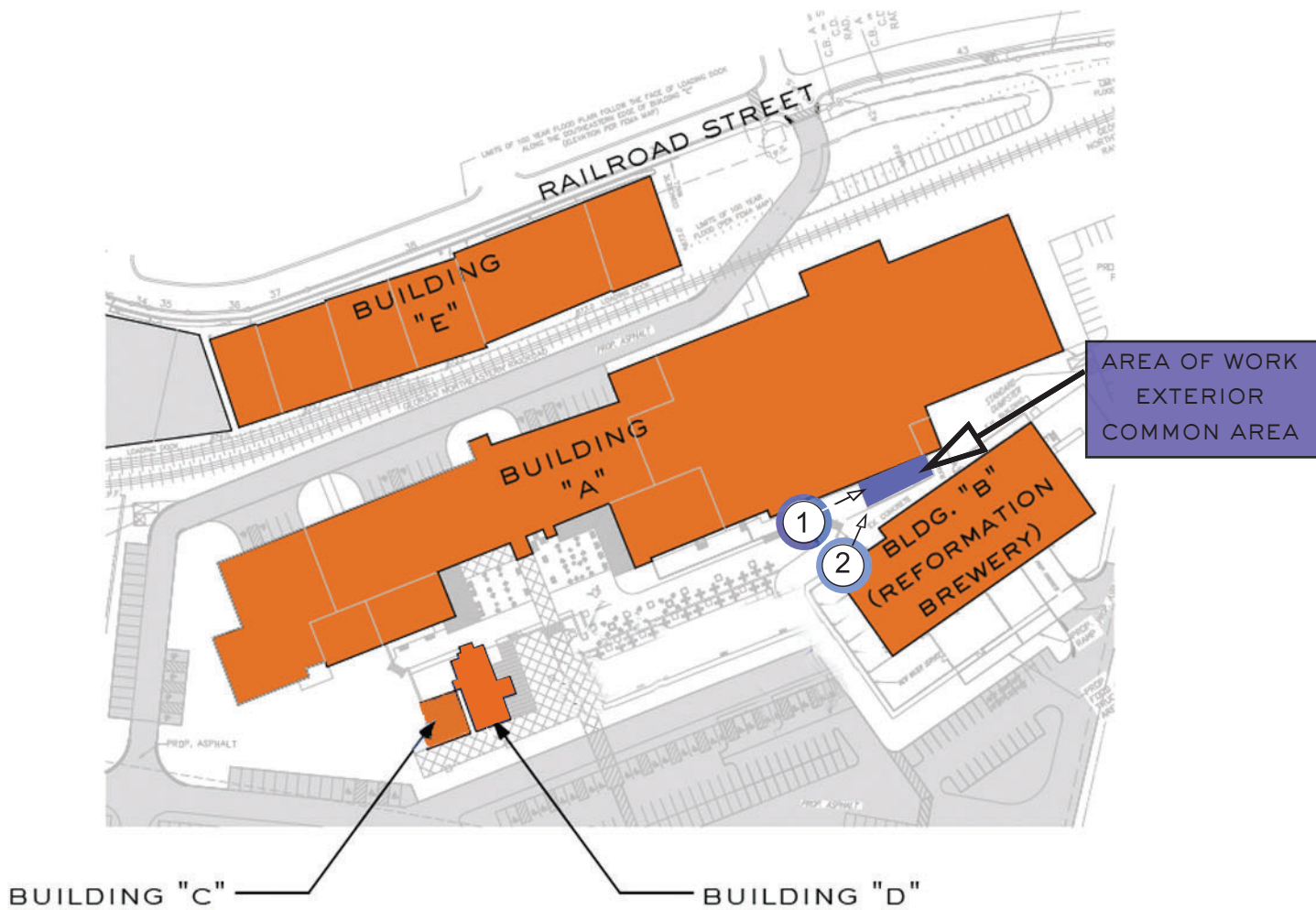
A handwritten signature in red ink, appearing to read "Margaret McBride".

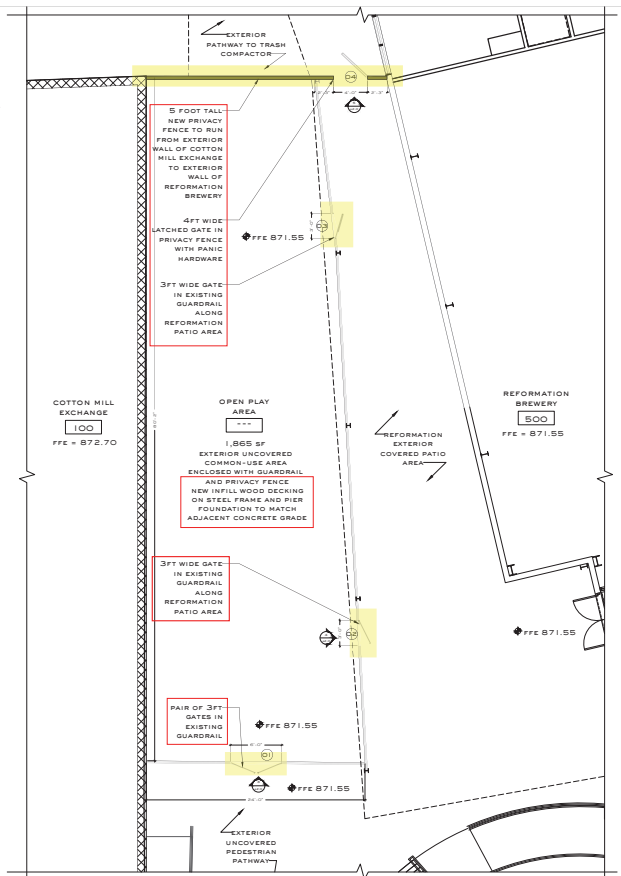
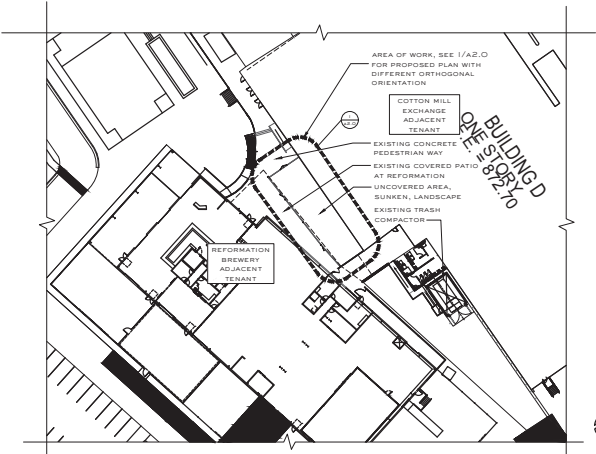
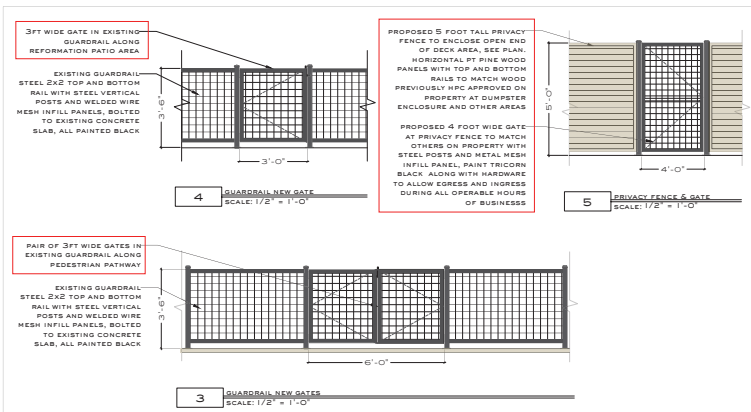
Margaret McBride, RA  
Bunker Design  
[maggie@bunker.design](mailto:maggie@bunker.design)  
+1.404.402.1316

EXHIBIT 'A'  
SITE REFERENCE PLAN



SITE KEY PLAN





**LEGEND**  
SCALE: NTS

	SECTION TAG
	RAILING / FENCING GATES
	KEY NOTES
	ELEVATION TAG

**COLOR KEY**

<b>C1</b>	<b>C2</b>	<b>C5</b>
<b>C4</b>	<b>C3</b>	<b>C6</b>

**PAINT COLOR FOR ALL EXTERIOR WALL SURFACES, HANDING & TRIM WHICH**

**PAINT COLOR FOR ALL RETAIL INTERIORS WHICH**

**THE MILL OF ETOWAH**

**WALL LEGEND**  
SCALE: NTS

	NEW PRIVACY FENCE
	EXISTING MASONRY WALL
	EXISTING INTERIOR WALL
	NOT IN SCOPE

**BUNKER DESIGN HOUSE**  
Maggie McBride, R.A.  
c: maggie@bunker.design  
p: 404.402.1316

Kandace Walker-Bunda  
c: kandace@bunker.design  
p: 646.401.2077

02.17.16

**Play Area**  
Exterior Common Area Fit Up  
The Mill on Etowah  
101 Reformation Parkway  
Kennesaw, Georgia 30144

revision:	no.	date	description

job number: 26023  
date of issue: 08.17.26  
drawing name:

**PROPOSED KEY PLAN FLOOR PLAN AND FENCE / GATE DETAILS**

drawing no.:

A 2.0

RELEASED FOR CONSTRUCTION

EXHIBIT 'B'  
EXISTING EXTERIOR IMAGES



1

IMAGE 1 - PLAN EAST VIEW OF EXTERIOR  
REFER TO ARCHITECTURAL SITE REFERENCE PLAN ON PREVIOUS PAGE



2

IMAGE 2 - PLAN EAST VIEW OF EXTERIOR FROM REFORMATION PATIO  
REFER TO ARCHITECTURAL SITE REFERENCE PLAN ON PREVIOUS PAGE