

Canton, Georgia

*110 Academy Street
Canton, Georgia 30114*



Minutes - Final - Draft

Thursday, November 21, 2024

6:00 PM

**City Hall
110 Academy Street**

City Council

1. Pledge of Allegiance and Invocation

The Pledge of Allegiance to the American Flag was led by Mayor Grant and an invocation was given by Councilmember Yawn.

2. Call to Order

The meeting was called to order by Mayor Grant.

Present:

*Mayor Bill Grant
Mayor Pro Tem Dwayne Waterman
Councilmember Farris Yawn
Councilmember Shawn Tolan
Councilmember Sandy McGrew
Councilmember Bryan Roach
Councilmember Travis Johnson
Mr. Billy Peppers, City Manager
Mr. Bobby Dyer, City Attorney
Mr. Nathan Ingram, Assistant City Manager
Mr. Steve Green, Zoning Administrator
Mr. Ken Patton, Housing Initiatives Director
Mr. Kevin Turner, Community Development Director
Ms. Brittany Anderson, City Planner
Ms. Bethany Watson, City Engineer
Mr. Jeff Tucker, Deputy Police Chief
Ms. Lauren Johnson, Communications Manager
Ms. Aundi Lesley, Economic Development Manager
Ms. Teresa Fitts, Municipal Court Clerk
Ms. Kelly Pendley, Operations Director
Mr. Russell Martin, IT Systems Analyst
Ms. Annie Fortner, City Clerk*

Absent:

None

3. Consideration to Approve Agenda

Councilmember Tolan made a motion to approve the agenda. Councilmember Yawn seconded the motion, and it was approved unanimously.

4. Guests and Visitors**A. Presentation from the Environmental and Sustainability Advisory Board**

Environmental and Sustainability Advisory Board Chair Jared Teutsch provided Council a presentation which discussed the Board's mission statement and accomplishments. Mr. Teutsch spoke about current projects that the Board is working on and thanked Ms. Kelly Pendley for her support and guidance.

5. Consideration to Approve Minutes

- A. Council Meeting Draft Minutes - November 7, 2024

Attachments: [Minutes - Council Meeting - November 7, 2024](#)

*Councilmember Johnson made a motion to approve the minutes.
Councilmember Roach seconded the motion, and it was approved unanimously.*

6. Informational Items

None.

7. Other Announcements

Councilmember McGrew provided an update from the Noise Ordinance Review Committee. An updated draft of the noise ordinance will be presented to Council at the December 5th meeting.

Councilmember Yawn thanked those who helped at the town hall meeting that was held on November 19th.

8. Ten Minute Public Input

Ms. Ursula Cox spoke about a possible waterline reassessment request.

Ms. Danielle Kitchen spoke about the Historic District expansion and urged Council to consider how the expansion and guidelines would impact long term property values and flexibility of property owners and stakeholders.

9. Consent Agenda

- A. Approval of Annual Update to Capital Improvements Plan and 5 Year Short Term Work Plan for Impact Fees - City Planner Brittany Anderson

Attachments: [2025 CIE Update](#)

- B. Approval of Personal Property Auction Contract with Jeff Dobson & Associates and Disposition of Certain Firearm Items via Auction - Assistant City Manager Nathan Ingram

Attachments: [Auction Contract - Jeff Dobson & Associates](#)

- C. Approval of 2025 Council Meeting Calendar - City Clerk Annie Fortner

Attachments: [2025 Council Meeting Calendar](#)

*Councilmember Tolan made a motion to approve the Consent Agenda.
Councilmember Yawn seconded the motion, and it was approved unanimously.*

10. Old Business

- A. Discussion and Possible Action on Proposed Historic District Expansion - City Planner Brittany Anderson

Attachments: [Historic District Expansion](#)

City Planner Brittany Anderson noted that a public hearing was held on October 3, 2024, to allow the public to provide input. Following the public hearing, the Historic Preservation Commission made minor changes to the guidelines based on public feedback and guidance from staff regarding the "visible from the street" language. Mayor Grant discussed the importance of preserving the historic downtown area and small-town charm of Canton. Mayor Grant also clarified that the item on the agenda is only dealing with the expansion of the district and not the guidelines. The guidelines will be established by the Historic Preservation Commission. Councilmember Tolan asked how the guidelines changed from regulating only the exterior which faces the street to all sides. Ms. Anderson explained that a Certificate of Appropriateness is treated similarly to a building permit which reviews all sides of the structure. Councilmember Tolan spoke about preserving historic neighborhoods and the need for guidelines to maintain the character of the area. Councilmember Tolan made a motion to approve the expansion of the Historic District. Councilmember Yawn seconded the motion. Mayor Grant asked about the appeals process should a homeowner not agree with the decision of the Historic Preservation Commission. City Manager Billy Peppers stated there are things which could be administratively reviewed by staff and others which must be reviewed by the Historic Preservation Commission. If a resident has an issue with the findings either from staff or the Historic Preservation Commission, they can appeal that decision to Council. Councilmember Roach thanked the Historic Preservation Commission for all their work on this. The motion passed 5-1 with Councilmember Roach voting against the motion.

- B. Discussion and Possible Action on Case CUP2407-011 - Request to Convert Existing Structure into a Three Unit Living Facility at 570 East Main Street - Zoning Administrator Steve Green

Attachments: [CUP2407-011 Documentation](#)

Zoning Administrator Steve Green stated no one spoke in support of or in opposition to the application at the public hearing at the last Council meeting. Councilmember Roach made a motion to approve the Conditional Use Permit request to convert the existing structure at 570 East Main Street into a three unit living facility. Mayor Pro Tem Waterman seconded the motion, and it was approved unanimously.

- C. Discussion and Possible Action on Deeding the Downtown Fire Station Property to the Downtown Development Authority (DDA) and a Proposed Intergovernmental Agreement (IGA) with the DDA for the Redevelopment of the Downtown Fire Station Property - Assistant City Manager Nathan Ingram

Attachments: [Downtown Fire Station](#)

Assistant City Manager Nathan Ingram reviewed the summary that was provided at the last Council meeting. Councilmember Yawn made a motion to approve deeding the downtown fire station to the Downtown Development Authority (DDA) and the Intergovernmental Agreement with the DDA for the redevelopment

of the downtown fire station property. Councilmember Johnson seconded the motion, and it was approved unanimously.

- D. Discussion and Possible Action to Provide Additional Funding for Canton's Main Street Program and Canton's Sanitation Fund - Assistant City Manager Nathan Ingram

Attachments: [Additional Funding - Main Street Board & Sanitation Fund](#)

Mr. Ingram reviewed the summary that was provided at the last Council meeting. Councilmember McGrew made a motion to approve the additional funding for Canton's Main Street Program and the Sanitation Fund. Councilmember Roach seconded the motion, and it was approved unanimously.

11. New Business

- A. Staff Report - Information Only - Cases ANNX2407-001, RZON2407-004, MP2407-003, and CUP2407-002 - Requests to Annex, Rezone, Gain a Conditional Use Permit, and Master Plan Approval along Prominence Point Parkway for a Residential Development - Zoning Administrator Steve Green

Attachments: [Prominence Point Parkway Documentation](#)

Mr. Green stated he is waiting for comments from City and County staff as well as the Board of Education about these applications. The applicant seeks to develop single family detached homes and townhomes. The public hearing will be held on December 5th.

- B. Staff Report - Information Only - Cases ANNX2409-001, RZON2409-002, and MP2409-003 - Requests to Annex, Rezone, and Gain Master Plan Approval for 57.16 Acres Located on Knox Bridge Highway for a Residential Development - Zoning Administrator Steve Green

Attachments: [Knox Bridge Highway Documentation](#)

Mr. Green stated the subject property is located on both the north and south sides of Knox Bridge Highway. The applicant seeks to develop a single-family neighborhood. Mr. Green stated he is waiting for comments from City and County staff as well as the Board of Education. The public hearing will be held on December 5th.

Mr. Green reminded Council that the applications for the property along April and Lucky Streets will also have their public hearing held on December 5th.

- C. Discussion and Possible Action on Information Exchange Agreement with Cherokee County Development Department - Municipal Court Clerk Teresa Fitts

Attachments: [Information Exchange Agreement](#)

Municipal Court Clerk Teresa Fitts informed that the City performs fingerprinting for Cherokee County Development Department for alcohol licensing. GCIC requires this Information Agreement. Mayor Grant asked about any fees associated with the agreement. Ms. Fitts stated the County pays the City to

perform the fingerprinting. Councilmember Yawn made a motion to approve the Information Exchange Agreement with Cherokee County Development Department. Mayor Pro Tem Waterman seconded the motion, and it was approved unanimously.

- D. Discussion of Local Administered Project (LAP) Re-Certification Application and Request for Mayor to Sign Application - City Engineer Bethany Watson

Attachments: [LAP Re-Certification](#)

City Engineer Bethany Watson stated that the Georgia Department of Transportation (GDOT) has developed a Local Administered Projects (LAP) certification process which allows municipalities to manage and maintain projects on GDOT highways and for federally funded projects. The City is already LAP certified. This is a re-certification process that is required every three years. Ms. Watson noted there are no changes.

- E. Discussion of Traffic Signal Proposal from North Cherokee Electrical, Inc in the Amount of \$59,375.00 - City Engineer Bethany Watson

Attachments: [North Georgia Electrical](#)

Ms. Watson discussed issues with the RADAR System at the Reservoir Drive and Hickory Log Drive signal. City staff requested a proposal to install a Loop System at this signal and remove the RADAR System. Councilmember Johnson asked if the City would use the RADAR System again. Ms. Watson informed that all signals currently under design or in construction will use the Loop System.

- F. Discussion of Amendment 5 of the Professional Engineering Services Agreement to H2O Innovation Operations & Maintenance, LLC - City Engineer Bethany Watson

Attachments: [H2O - Amendment 5](#)

Ms. Watson stated the amendment will include the CPI increase of 2.9%, additional Water Pollution Control Plant personnel, and an additional Utility Locator.

- G. Discussion of an Updated Municipal Services Agreement with Cherokee County for the Administration of Animal Control Services - City Manager Billy Peppers

Attachments: [Animal Control Agreement](#)

Mr. Peppers stated that Cherokee County provides Animal Control on behalf of the City of Canton through the County Marshal's Office. Beginning January 1, 2025, a new Cherokee County Magistrate Judge will be seated. This agreement was last approved in April but will need to be re-approved and executed by the new Magistrate Judge in January to be effective moving forward. Mr. Peppers noted the agreement will go through June 30, 2028 to coincide with the existing Service Delivery Strategy Agreement.

- H. Discussion of an Updated Municipal Services Agreement with Cherokee County for First Appearance Hearings - City Manager Billy Peppers

Attachments: [First Appearance Hearings Agreement](#)

Mr. Peppers noted this agreement is like the previous item in that it is being updated due to a change in the Magistrate Judge. Cherokee County provides First Appearance Hearings on behalf of the City of Canton through the County Magistrate's Office. This agreement is through June 30, 2028 to coincide with the existing Service Delivery Strategy Agreement.

12. City Manager's Report

Mr. Peppers discussed four transportation improvement projects which were approved for funding through the Atlanta Regional Commission (ARC). Mr. Peppers spoke about the City of Milton's request for the City along with other municipalities within Georgia to pass a resolution authorizing the participation in an amicus brief on a court appeal. A copy of the resolution will be presented at the December 5th Council meeting. Mr. Peppers recognized Ms. Pam Wetzel as Team Member of the Month for October.

13. Council Introduced Items

None.

14. Mayor's Report

Mayor Grant reminded Council that board appointments are needed and requested that they be completed in December. Mayor Grant thanked all of those who assisted with the Christmas tree lighting and wished everyone a Happy Thanksgiving.

15. Adjourn

Mayor Pro Tem Waterman made a motion to adjourn. Councilmember Tolan seconded the motion, and it was approved unanimously.

Bill Grant, Mayor

Attest:

Annie Fortner, City Clerk

Dates Minutes Approved by Council