

Canton, Georgia

110 Academy Street
Canton, Georgia 30114



Minutes - Final - Draft

Thursday, November 13, 2025

6:00 PM

City Hall
110 Academy Street

Historic Preservation Commission

1. Call to Order

Commissioners Present: Joe Sellers, Vice Chairman

Danielle Kitchen

Stephanie Rogers

Victoria Stanton

Staff Present: Tyler Peoples, City Planner

Kevin Turner, Community Development Director

Jakob Allen, City Planner

Vice Chairman Sellers called the meeting to order at 6:00 p.m.

Vice Chairman Sellers welcomed everyone and provided HPC policies, procedures, and rules of decorum.

2. Consideration to Approve Agenda

Commissioner Stanton made a motion to approve the agenda as presented.

Commissioner Kitchen seconded the motion.

Hand Vote: 4 Yeas 0 Nays Motion Approved

3. Consideration to Approve Minutes - September 9, 2025

A. Historic Preservation Commission Draft Minutes - September 9, 2025

Attachments: [Minutes - Historic Preservation Commission - September 9, 2025](#)

Commissioner Kitchen made a motion to approve the minutes for the September 9, 2025 meeting. Commissioner Stanton seconded the motion.

Vice Chair Sellers, Commissioner Kitchen, and Commissioner Stanton voted in favor of the motion. Commissioner Rogers abstained from the vote.

Hand Vote: 3 Yeas 0 Nays 1 Abstained Motion Approved

4. Ten Minute Public Input

There were no members of the public present to speak.

5. COA2509-098

A. 225 Reformation Parkway, Suites 120 and 126 - Design Request of Exterior Modifications to Existing Suites - Applicant: Robert Zappulla of AKA Studio, P.C.

Attachments: [COA2509-098 Documentation](#)

Mr. Robert Zapulla presented the case as the Applicant. Mr. Zapulla explained

that the various changes to the building are a part of a tenant finish. Mr. Zappulla stated an existing patio is proposed to be enclosed, another existing patio will remain, a new entry vestibule and canopy is proposed, and the various openings on the building are proposed to be infilled with brick in a herringbone pattern.

Vice Chair Sellers explained that the herringbone pattern was not a common infill at the Mill property. He explained that a horizontal pattern would be more inline with the surrounding buildings and infills. Vice Chair Sellers asked Mr. Zappulla if the arches above the openings would remain, which Mr. Zappulla confirmed yes.

Commissioner Kitchen inquired about rooftop equipment. Mr. Zappulla explained there would be a rooftop air intake. Mr. Turner asked if the equipment would be visible from the parking lot. Mr. Zappulla stated no, and added that the air intake would be painted to match the roof, and it was not a "rooftop unit."

Vice Chairman Sellers confirmed that all proposed herringbone brick pattern would instead be horizontal. Mr. Zappulla stated yes. Vice Chairman Sellers asked whether the marble windowsill would remain. Mr. Zappulla stated yes.

Commissioner Rogers inquired to the Commission whether or not the concrete finish in the vestibule was in keeping with the Mill. Vice Chairman Sellers stated he believed it was not exactly in keeping with the Mill, but the feature is potentially reversible. Commissioners agreed that the vestibule aligns with the brand of the future tenant and that the Commission has allowed for unique brand elements in the past.

Commissioner Stanton asked how the motion should be formulated to include the requested changes. Mr. Turner stated that they could be added as a condition of approval.

Commissioner Kitchen made a motion to approve the design request as submitted with the following conditions:

- (1) All herringbone brick infill proposed in the application shall instead be horizontal.*
- (2) A rooftop air intake is approved with a "low profile" design.*

Commissioner Rogers seconded the motion.

Hand Vote: 4 Yeas 0 Nays Motion Approved

6. COA2510-091

A. 321 East Main Street - Design Request for Proposed Exterior Lighting -
Applicant: Matthew Ellis

Attachments: [COA2510-091 Documentation](#)

Mr. Peoples stated that there is a staff recommendation of approval of the application. He further explained that on the agenda there is an item for the Commission to consider for blanket approval of holiday lights and seasonal ornamentation with no specific date range. Mr. Peoples explained that should the Commission be amenable to approving the request, the Commission should consider whether or not it would be appropriate to include a date range and/or

perpetual approval in a motion of approval.

Mr. Ellis presented the case as the Applicant. Mr. Ellis stated that the request to install warm white holiday lights to line the roof and windows on the front of the building and to line the windows along the side where the two chimneys stand.

Commissioner Stanton asked Staff whether this request is due to the property being commercial. Mr. Peoples stated yes.

Commissioner Stanton made a motion to approve the design request as submitted. Commissioner Rogers seconded the motion.

Hand Vote: 4 Yeas 0 Nays Motion Approved

7. Discussion and Possible Action on Holiday Lighting and Seasonal Ornament Exemption

A. Holiday Lighting and Seasonal Ornamentation Exemption

Attachments: [Holiday Lighting and Seasonal Ornamentation Exemption](#)

Mr. Turner stated that Staff is proposing an exemption for holiday lighting and seasonal ornamentation from requiring Certificate of Appropriateness approval in the Historic District. Mr. Turner explained that the Unified Development Code does not currently have a "lighting section," and that other jurisdictions typically exempt holiday lighting within those sections.

Commissioner Kitchen asked if the recommendation is for both commercial and residential. Mr. Turner said yes. Commissioner Kitchen asked if date ranges are being proposed. Mr. Turner stated Staff is not recommending date ranges.

Vice Chairman Sellers explained he believed that commercial should not be exempt.

Discussion was held amongst the Commission about the difference between holiday lighting and permanent lighting. Mr. Turner clarified that the exemption would not include permanent lighting installations.

Vice Chairman Sellers suggested commercial be exempt two months prior to and one month after a particular holiday and a full exemption for residential.

Commissioner Kitchen made a motion to exempt temporary holiday lighting and other seasonal ornamentations from requiring a Certificate of Appropriateness with the following conditions:

- (1) Residential should be fully exempt.*
- (2) Commercial properties should be exempt two (2) months prior to and one (1) month after a particular holiday.*

Commissioner Stanton seconded the motion.

Hand Vote: 4 Yeas 0 Nays Motion Approved

8. Discussion and Possible Action on Fence Guidelines and Approved Styles

A. Fence Guidelines and Approved Styles

Attachments: [Fence Guidelines and Approved Styles](#)

Mr. Peoples explained that Staff have made corrections to the fence guidelines and approved styles document to accurately depict "split-rail" and "board style" fencing.

Commissioner Kitchen clarified that the styles listed are pre-approved and if someone wanted a different fence style they may still come before the Commission seeking approval. Mr. Turner stated yes.

Vice Chairman Sellers asked about limiting the height of fences in the front, side, and rear yards. Mr. Turner explained that the Code already addresses fence height limits. Mr. Peoples further explained that the definitions of front, side, and rear yard are also already defined in the Code.

Commissioner Stanton made a motion to approve the Guidelines to include the listed fence guidelines and approved styles. Commissioner Kitchen seconded the motion.

Hand Vote: 4 Yeas 0 Nays Motion Approved

9. Discussion and Possible Action on Proposed Historic Street Sign Toppers

A. Proposed Historic District Street Sign Toppers

Attachments: [Historic District Street Sign Toppers](#)

Mr. Peoples explained that Staff is seeking the Commission to approve the presented styles to transmit to the Public Works department to obtain price estimates.

Vice Chair Sellers clarified that the Commission is not picking a singular design at this time. Mr. Peoples stated that Staff will return the various price estimates as it relates to the signs and hardware required to the Commission for comparison prior to determining a final design.

Commissioner Roger made a motion to proceed with pricing estimates. Commissioner Stanton seconded the motion.

Hand Vote: 4 Yeas 0 Nays Motion Approved

10. Discussion of Required Certificate of Appropriateness Application Support Materials

Commissioner Stanton made a motion to table the item to the next meeting. Commissioner Rogers seconded the motion.

Hand Vote: 4 Yeas 0 Nays Motion Approved

11. Discussion Only - COA2510-132

A. 13 Riverdale Circle - Design Request for Proposed Major Rehabilitation, Reconstruction, and Addition to an Existing Residential Structure - Applicant: Elmer Guzman

Attachments: [COA2510-132 Discussion Report](#)

Mr. Peoples explained that this application is currently awaiting revisions due to being incomplete, but is for discussion before the Commission to evaluate the level of detail provided by the Applicant.

Commissioner Kitchen asked how this application came to be. Mr. Peoples explained that a tree had fell on the home, by which Code Enforcement made contact due to portions of the home falling into the roadway. In December 2024, Code Enforcement made contact again with the property owner due to work beginning without a permit. The Applicant is now seeking COA approval to continue work on the home.

Mr. Peoples stated the current requirements for major restoration, rehabilitation, or remodeling in the COA application. Mr. Peoples explained that the application is being held up because an addition that is currently present is not addressed.

The Commission was in consensus that there was ample detail provided in the building plans.

12. Commission and Staff Introduced Items

Mr. Peoples explained that he will soon provide a calendar of 2026 meeting dates to the Commission. The January meeting will be moved to January 15 to accommodate a Special Election Runoff for State District 23.

13. Adjourn

Commissioner Kitchen made a motion to adjourn. Commissioner Rogers seconded the motion.

Hand Vote: 4 Yeas 0 Nays Motion Approved

Adjourned at 6:49 p.m.