

Chief Executive Officer
Michael Thurmond

DEPARTMENT OF PLANNING & SUSTAINABILITY

Interim Director
Cedric Hudson

Application for Certificate of Appropriateness

Date submitted: 08/25/24 Date Received: _____

Address of Subject Property: 1363 Markan Dr NE, APT B, Atlanta, GA 30306

Applicant: Matthew Leinwand E-Mail: mattleinwand@berkeley.edu

Applicant Mailing Address: 1363 Markan Drive NE, APT B Atlanta, GA 30306

Applicant Phone: 2692717174

Applicant's relationship to the owner: Owner Architect Contractor/Builder Other

Owner(s): _____ Email: _____

Owner(s): _____ Email: _____

Owner(s) Mailing Address: _____

Owner(s) Telephone Number: _____

Approximate date of construction of the primary structure on the property and any other structures affected by this project: _____

Nature of work (check all that apply):

New construction	<input type="checkbox"/>	New Accessory Building	<input type="checkbox"/>	Other Building Changes	<input type="checkbox"/>
Demolition	<input type="checkbox"/>	Landscaping	<input checked="" type="checkbox"/>	Other Environmental Changes	<input type="checkbox"/>
Addition	<input type="checkbox"/>	Fence/Wall	<input checked="" type="checkbox"/>	Other	<input type="checkbox"/>
Moving a Building	<input type="checkbox"/>	Sign Installation	<input type="checkbox"/>		

Description of Work:

This application seeks approval for a 3.5' to 4' picket fence in either white or brown with additional planting of Camellia Japonica, Oakleaf Hydrangea, and Purple Coneflower.

This form must be completed in its entirety and be accompanied by supporting documents, such as plans, list of materials, color samples, photographs, etc. All documents should be in PDF format, except for photographs, which may be in JPEG format. Email the application and supporting material to plansustain@dekalbcountyga.gov and pvjennings@dekalbcountyga.gov. An incomplete application will not be accepted.

Signature of Applicant: _____

DEPARTMENT OF PLANNING & SUSTAINABILITY

Authorization of a Second Party to Apply for a Certificate of Appropriateness

This form is required if the individual making the request is **not** the owner of the property.

I/ We: _____

being owner(s) of the property at: _____

hereby delegate authority to: _____

to file an application for a certificate of appropriateness in my/our behalf.

Signature of Owner(s): _____

Date: _____

Please review the following information

Approval of this Certificate of Appropriateness does not release the recipient from compliance with all other pertinent county, state, and federal regulations.

Before making any changes to your approved plans, contact the preservation planner (404/371- 2155). Some changes may fall within the scope of the existing approval, but others will require review by the preservation commission. If work is performed which is not in accordance with your certificate, a Stop Work Order may be issued.

If your project requires that the county issue a Certificate of Occupancy at the end of construction, an inspection may be made to verify that the work has been completed in accord with the Certificate of Appropriateness. If the work as completed is not the same as that approved in the Certificate of Appropriateness you will not receive a Certificate of Occupancy. You may also be subject to other penalties including fines and/or required demolition of the non-conforming work.

If you do not commence construction within twelve months of the date of approval, your Certificate of Appropriateness will become void and you will need to apply for a new certificate if you still intend to do the work.



Government Services Center
 178 Sams Street
 Decatur, GA 30030
www.dekalbcountyga.gov/planning
 404-371-2155 (o); 404-371-4556 (f)

DEPARTMENT OF PLANNING & SUSTAINABILITY

**DEKALB COUNTY HISTORIC PRESERVATION COMMISSION
 2024 Calendar**

This calendar is subject to change. Please visit the [Department of Planning and Sustainability](http://www.dekalbcountyga.gov/planning) website for the current calendar, agenda, and applications.

<u>Applications Accepted</u>	<u>Filing Deadline</u>	<u>Sign Must Be Posted</u>	<u>HPC Meeting Date</u>	<u>Last Date to File Appeal (approximate)</u>
December 11	December 24	January 06	January 16	February 1
January 8	January 21	February 10	February 20	March 7
February 12	February 24	March 8	March 18	April 3
March 11	March 24	April 5	April 15	May 1
April 8	April 21	May 10	May 20	June 5
May 13	May 26	June 7	June 17	July 3
June 12	June 23	July 5	July 15	July 31
July 8	July 21	August 9	August 19	September 4
August 14	August 25	September 6	September 16	October 2
September 9	September 22	October 11	October 21	November 6
October 14	October 27	November 8	November 18	December 4
November 11	November 22	December 6	December 16	January 2
December 16	December 30	January 10	January 21	February 5

Tuesday meeting due to holiday

DEPARTMENT OF PLANNING & SUSTAINABILITY

How to Obtain a Certificate of Appropriateness

1. Contact the DeKalb County Department of Planning and Sustainability for an application form. You may make your request by email plansustain@dekalbcountyga.gov AND rlbragg@dekalbcountyga.gov, telephone (404) 371-2247, or fax (404) 371-2813, or visit the website at <https://www.dekalbcountyga.gov/planning-and-sustainability/forms>.
2. Complete and submit the application. Please provide as much supporting material as possible, (plans, material, color samples, photos, etc.). All documents must be in PDF format except for photographs, which may be in JPEG format. Applications are accepted for a 10-day period each month. See page 3 (HPC Calendar). Email the application and supporting documents to plansustain@dekalbcountyga.gov AND rlbragg@dekalbcountyga.gov. If all documents are not provided the application will not be complete and will not be accepted.
3. The Preservation Planner will post a sign on the property at least ten days before the preservation commission meeting or coordinate sign posting with the applicant.
4. The Preservation Planner will visit the property as part of their review. The commission members may view the property from the right-of-way.
5. Applications will be reviewed by the DeKalb County Historic Preservation Commission at its monthly meeting. The Historic Preservation Commission meets on the third Monday at 6 p.m., via Zoom. In unusual circumstances meeting dates and location may be changed.
6. The Historic Preservation Commission may approve, approve with modifications or deny an application. The applicant or any affected person as defined by county code may appeal the decision to the DeKalb County Board of Commissioners. Please contact the Department of Planning and Sustainability if you wish to file an appeal. The Historic Preservation Commission is required to make a decision on an application within 45 days of the date of filing, although this time can be extended if the applicant agrees to a deferral.
7. Although not required, applicants are encouraged to attend the Historic Preservation Commission meetings. Applicants may make a presentation, but presentations are not required. The commissioners may have questions for the applicant.
8. Approval of a Certificate of Appropriateness does not release the recipient from compliance with all other county, state and federal regulations.

DEPARTMENT OF PLANNING & SUSTAINABILITY

Design Checklist for a Certificate of Appropriateness

This checklist was created to help applicants prepare a complete application. Omissions and inaccurate information can lead to deferrals and/or denials of applications. Please review the checklist with the project's architect, designer, or builder. All items will not be applicable to all projects. New construction will involve all categories. One copy of drawings at scale (plus nine reduced sets) should be submitted.

Please address questions regarding applicability to your project to the DeKalb County Preservation Planner at 404-687-3945, e-mail pvjennings@dekalbcountyga.gov and rlbragg@dekalbcountyga.gov.

Applicants are also referred to the DeKalb County website, <http://www.dekalbcountyga.gov/planning-and-sustainability/planning-sustainability>.

I have reviewed the "Design Manual for the Druid Hills Local Historic District".

I have reviewed the DeKalb County Tree Ordinance.

I have reviewed applicable zoning codes regarding lot coverage, garage sizes, stream buffers.

1. General

- a. Label all drawings with the address of the site, owners' name, and contact phone number.
- b. Number all drawings.
- c. Include a graphic scale on reductions.
- d. Date all revisions.
- e. Indicate all unverified numbers with +/- signs
- f. Include photos of the existing condition of the property.

2. Site Plan (existing and proposed) to include:

- a. Topographical plan with significant trees sized and located;
- b. Setback compared to adjacent houses (ask surveyor to show corners of adjacent houses);
- c. Distance between houses;
- d. Façade width to finished face of material;
- e. Grading and elevations across site;
- f. Dirt removal or regrading if more than 18";
- g. Tree protection plan;
- h. Tree removal and replacement plan

3. Driveways and Walkways

- a. Location and relationship to house;
- b. Width;
- c. Material;
- d. Curb cut and apron width

4. Fences & Retaining Walls

- a. Placement on lot;
- b. Height of fence or wall. If retaining wall, height on both sides;
- c. Material;
- d. Railing if necessary

5. Elevations and Floor Plans: <<Indicate all unverified numbers with +/- signs>>

- a. Plans for all floors (drawn to scale, ¼"=1' preferred);
- b. House orientation on site plan;
- c. Scalable elevations for front, rear, left, right;
- d. Height, grade to ridge;
- e. Streetscape comparison showing heights of two flanking houses on each side;
- f. Height from grade to first floor level at all four corners;
- g. Height from grade or finished floor line to eaves at all four corners;
- h. Ceiling heights of each floor, indicating if rough or finished;
- i. Height of space between the ceiling and finished floor above;
- j. Two people of 5'-6" and 6' height shown;
- k. Landscaping plan

6. Additions

- a. Placement shown on elevations and floor plan;
- b. Visibility from rights-of-way and paths;
- c. Photos of all facades;
- d. Design proportioned to main house;
- e. Landscaping plan;
- f. Materials and their combinations

7. Roof Plan

- a. Shape and pitch of roof;
- b. Roofing material;
- c. Overhang;
- d. Louvers and vents;
- e. Chimney height and material

8. Dormers

- a. Construction details provided;
- b. Shape and size of dormer (show dimensions on drawings);
- c. Overhang;
- d. Size of window(s), with nominal size of sash (show dimensions on drawings)

9. Skylights

- a. Profile;
- b. Visibility from right-of-way;
- c. Material (plastic lens or glass);
- d. Shown in plan and elevation to scale

10. Façade

- a. Consistency in style;
- b. Materials and their combinations
 - brick size and color
 - stone type and color
 - fiber-cement (e.g., Hardie-plank) or wood siding
 - shake or shingle
 - other
- c. Height of foundation at corners;
- d. Ceiling heights comparable to area of influence: basement, first floor, second floor;
- e. Detailing: soldier course, brackets, fascia board; water table;
- f. Height from grade to roof ridge;
- g. Dimensions, proportions and placement of windows, doors

11. Entrance

- a. Height and width of door;
- b. Design of door (e.g., 6-panel, craftsman);
- c. Material of door;
- d. Overhang;
- e. Portico height;
- f. Size and height of columns or posts;
- g. Railing

12. Windows

- a. Consistent with original as well as the area of influence;
- b. Size and proportion similar to original;
- c. Pane orientation and size similar to original;
- d. Type (e.g., double hung, casement);
- e. Fenestration on walls visible from right-of-way;
- f. Simulated divided light (SDL) or true divided light (TDL): location of muntins between the glass, behind the glass or permanently affixed on exterior;
- g. Material of window and any cladding;
- h. Width of muntins compared to original (show dimensions on drawings);
- i. Shutters or canopies
- j. Dimensions of windows and doors.

13. Materials

- a. Show all materials and label them on drawings;
- b. Provide samples of brick or stone;
- c. Provide samples if new or unusual materials

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14. Garages / Accessory Buildings

- a. Visibility from street;
- b. Placement on site;
- c. Scale, style appropriate for house;
- d. Show dimensions on drawings;
- e. Materials;
- f. Square footage appropriate for lot size;
- g. Garage door size and design
- h. Show height from grade to eaves and to top of roof

15. Demolitions

- a. Provide documentation from engineer concerning feasibility of rehabilitation;
- b. Provide photographs of structure to be demolished;
- c. Provide plan for proposed redevelopment

Application Process Checklist

This checklist is to ensure that applicants understand the Certificate of Appropriateness (COA) application process from beginning to end. Please verify that you have read over the process shown below and understand the procedures and timeline that will be followed for all submitted COA applications.

- Applications may only be submitted during the period specified on the calendar for each month. Once the filing deadline has passed and that period has expired, **no new applications will be accepted** to be heard at that month's commission meeting. If an application has not been submitted before the filing deadline, it cannot be submitted again until the next period for applications has opened.
- Additional materials submitted after the staff's report have been finalized and posted to the public will not be taken into consideration for the staff report. Staff reports will not be edited once finalized and published – any new materials may be submitted for the record for the commission but will not affect the staff's report for the application.
- Any additional materials submitted after the staff's report has been finalized and posted to the public may be added to the record for the historic preservation commission to review as supplemental materials for the submitted application. Supplemental materials includes:
 - Representative photos
 - Letters of support/opposition
 - Architectural drawings
 - Updated site plans

Supplemental materials **do not** include documents for new work to be added to the already submitted application. Any materials that propose new work that was not included in the original application, will not be added to the record. Any proposed new work that was not included in the original application will need to be included in a new application to be submitted for next month's commission meeting.

I have reviewed the information above and understand the Certificate of Appropriateness process.

I have reviewed the HPC calendar.

1363 Markan Dr. NE Unit B

Fencing and Landscape Plan for COA request

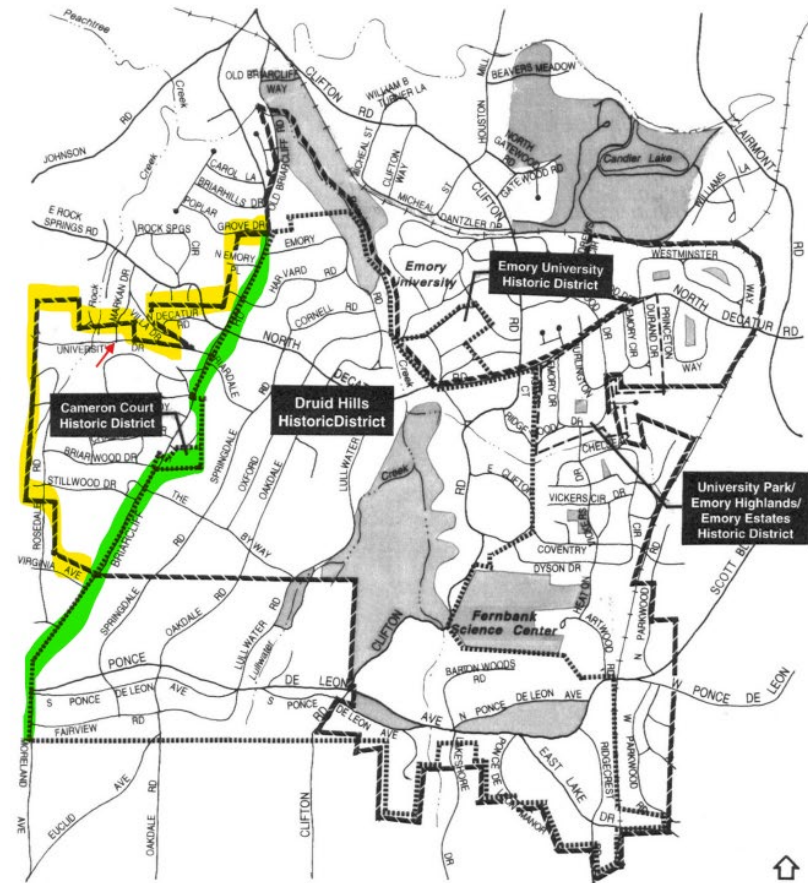
Fence Need

Hello! I am a 28 year old data/IT professional who resides in the home with my girlfriend, roommate, and our 2 dogs, 'Willow' and 'Karma.' The property is addressed on Markan Dr and does not have a rear yard, so I installed a side yard fence along University for the safety and wellbeing of the animals. This followed an incident where an aggressive dog, although leashed, lunged at one of our dogs and nearly resulted in a bite incident. We are excited to present our plan to you!



Site Location

The Home is located on 1363 Markan Drive NE, on the corner of Markan and University. Notedly, This is within the Local District Boundary but not within the Listed National Register Boundary.



Druid Hills Local Historic District
DeKalb County, Georgia

Illustration C

NATIONAL REGISTER DISTRICTS

Legend	
Druid Hills Local District Boundary	--- (Yellow dashed line)
Open Space	■ (Grey shaded area)
Listed National Register Boundaries	--- (Green dashed line)
Pending National Register Boundaries	--- (Black dashed line)

Not to Scale



The Vision

The vision for the landscaping project is to plant Camellia Japonica and Oak Leaf Hydrangea (Hydrangea Quercifolia) on the outer edge of the picket fence, with purple cone flower in the bed near the mailbox on the markan side.





Brown Alternate

Alternatively, in order to maintain the naturalistic character of Olmsted's vision for Druid Hills, a dark brown paint may be selected for the fence color if deemed more appropriate.





Digging into the Data – The Plan

- After extensive research, the Camellia Japonica was one of the only species that met the criteria of being Olmsted and GA Landscaped approved, tolerant of partial shade, and non-toxic to dogs. Oakleaf Hydrangeas were also selected for planting outside of the fenced area, though somewhat toxic to dogs. Purple cone flowers were selected as an annual accent. A local small business, *Hall's Flower Shop and Garden Center*, was identified and contacted – excited to work with us on the project if approved.

	BOTANICAL NAME	COMMON NAME	Olmsted	GA Landscape Projec	SE Native	Aggressive Exotic	Olmsted+GA	Dog Toxic	Su
4	Hydrangea quercifolia	Oak-leafed Hydrangea	1	1	1	0	3	✓	
5	Buxus sempervirens	Common Box	1	1	0	0	2	✓	
6	Calycanthus floridus	Sweet Shrub	1	0	1	0	2	✓	
7	Camellia japonica	Camellia	1	1	0	0	2		
8	Cephalanthus occidentalis	Button-bush	1	0	1	0	2	✓	
9	Clethra alnifolia	White Alder	1	0	1	0	2		
10	Corylus americana	American Hazelnut	1	0	1	0	2		
11	Eleagnus pungens	Wild Olive/Thorny Eleagnus	1	1	0	1	2	✓	
12	Gordonia franklinia Alatomaha	Alatomaha Gordonia	1	0	1	0	2		
13	Hydrangea arborescens	Wild Hydrangea	1	0	1	0	2	✓	
14	Ilex cassine myrtifolia	(Dahoon) Holly	1	0	1	0	2	✓	
15	Ilex crenata	Japanese holly	1	1	0	0	2	✓	
16	Ilex glabra	Inkberry	1	0	1	0	2	✓	
17	Ilex opaca	American Holly	1	0	1	0	2	✓	
18	Illicium anisatum	Anise Tree	1	1	0	0	2		
19	Jasminum nudiflorum	Winter Jasmine	1	1	0	0	2		
20	Lindera melissaefolia	Spice Bush	1	0	1	0	2		
21	Lonicera fragrantissima	Fragrant/Winter Honeysuckle	1	1	0	0	2		
22	Myrica cerifera dwf	Dwarf Myrtle	1	0	1	0	2		
23	Neviusia alabamensis	Snow Wreath	1	0	1	0	2		



Markan Dr. Side

For the landscaping facing Markan Dr., Hydrangias and Camellias were selected along with Purple Coneflower (Echinacea purpurea, E Native, GA Landscape Project Approved)



Closing Thoughts

Thank you for considering this project. A great deal of thought and research has gone into selecting the right plants to enhance the landscape of my home. I am committed to investing in the landscaping to not only elevate the beauty of my property but also to contribute to the lush, green environment that defines the Druid Hills neighborhood.

Olmsted imagined Druid Hills as a harmonious blend of nature and architecture. His goal was to create a community where the natural landscape and residential spaces coexist in a balanced and serene environment.

I understand that side yard fences on corner lots are generally discouraged to maintain the open, natural feel of the area. However, in this case, the inclusion of a fence is a crucial aspect of my plan, ensuring the safety of our dogs. This practical consideration reflects Olmsted's own emphasis on practicality within landscape design, balancing the needs of daily life with the beauty of the environment. The aim is to thoughtfully integrate the enclosure with the landscape, preserving the integrity of the overall vision while ensuring the safety of our animals.

Thank you!