DeKalb County

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

ief Executive Officer DEPART chael Thurmond			NING & SUSTA		Interim Director Cedric Hudson
Арг	lication for	Certif	icate of Appropri	ateness	
Date submitted:					
ddress of Subject Property: 1713	Coventry R	Road,	Decatur, GA 30	030	
Address of Subject Property: 1970 Applicant: Desia Lanae Sm	ith		E-Mail:_C	desiasmith	@gmail.com
applicant Mailing Address: P. O.					
Applicant Phone: (404) 590-51	110				
applicant's relationship to the owner:	Owner	Arcł	nitect Contrac	tor/Builder	Other
*****	*****	*****	*******	*****	*****
owner(s): Mattco Propertie	es LLC		Email: mattcollc	1@gmail.c	com
Owner(s): N/A					
Owner(s) Mailing Address: 2046 (
Owner(s) Telephone Number: (770)) 883-3822				
approximate date of construction of t	he primary structu	ire on th	e property and any other	structures affec	ted by this project: 1947
۲- المراجع الم					
	New construction				ther Building Changes
	Demolition		Landscaping Fence/Wall	_	ther Environmental Changes
	Addition		Sign Installation		ther [
Description of Work:	Moving a Building		Sign installation		
. Extend the existing porc					
. Construct a new detache	ed carport in t	ine rea	ar of the nouse.		

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: Lesia Lanae Smith Authorized Agent

08/25/2024



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 **<u>not</u>** the owner of the property.

I/We: Mattco Properties LLC

being owner(s) of the property at: 1713 Coventry Road, Decatur, GA 30030

hereby delegate authority to: Desia Lanae Smith acting as an Authorized Agent

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

Signature of Owner(s):	Matthew Clements
08/25/2024	
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 <u>www.dekalbcountyga.gov/planning</u> 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 <u>Department of Planning and Sustainability</u> website for the current calendar, agenda, and applications.

Applications Accepted	<u>Filing Deadline</u>	<u>Sign Must Be</u> <u>Posted</u>	HPC Meeting Date	<u>Last Date to File</u> <u>Appeal</u> <u>(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

Created 11.30.2023



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 <u>plansustain@dekalbcountyga.gov</u> AND <u>rlbragg@dekalbcountyga.gov</u>. telephone (404) 371-2247, or fax (404) 371-2813, or visit the website at <u>https://www.dekalbcountyga.gov/planning-and-sustainability/forms</u>
- 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 <u>plansustain@dekalbcountyga.gov</u> AND <u>rlbragg@dekalbcountyga.gov</u>. 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 <u>pvjennings@dekalbountyga.gov</u> and <u>rlbragg@dekalbcountyga.gov</u>.

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

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

Yes	
Yes	
Yes	



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



DEPARTMENT OF PLANNING & SUSTAINABILITY

10. Façade

- a. Consistency in style;
- 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



DEPARTMENT OF PLANNING & SUSTAINABILITY

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
 - o Architectural drawings
 - o 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.

Yes

DocuSign

Certificate Of Completion		
Envelope Id: 49D45443D5434D25BAED3C74A6 Subject: COVENTRY HP Application	B3FA6C	Status: Completed
Source Envelope:		
Document Pages: 8	Signatures: 2	Envelope Originator:
Certificate Pages: 2	Initials: 0	Desia Lanae Smith
AutoNav: Enabled		P. O. Box 3300
Envelopeld Stamping: Enabled		Decatur, GA 30031
Time Zone: (UTC-05:00) Eastern Time (US & Ca	nada)	desiasmith@gmail.com
		IP Address: 108.236.198.76
Record Tracking		
Status: Original	Holder: Desia Lanae Smith	Location: DocuSign
B/25/2024 2:24:28 PM	desiasmith@gmail.com	
Signer Events	Signature	Timestamp
Desia Lanae Smith		Sent: 8/25/2024 2:47:06 PM
desiasmith@gmail.com	Desia Lanae Smith	Viewed: 8/25/2024 2:49:52 PM
Security Level: Email, Account Authentication		Signed: 8/25/2024 2:49:57 PM
(None)	Signature Adoption: Pre-selected Style Using IP Address: 108.236.198.76	
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
Matthew Clements		Sent: 8/25/2024 2:49:59 PM
mattcollc1@gmail.com	Matthew Clements	Viewed: 8/25/2024 3:13:06 PM
Security Level: Email, Account Authentication		Signed: 8/25/2024 3:13:29 PM
(None)	Signature Adoption: Pre-selected Style Using IP Address: 99.30.120.136	
Electronic Record and Signature Disclosure: Not Offered via DocuSign		
n Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/25/2024 2:47:06 PM
Certified Delivered	Security Checked	8/25/2024 3:13:06 PM
		0/25/2021 0.10.00 PM

Security Checked

8/25/2024 3:13:29 PM

Signing Complete

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	8/25/2024 3:13:29 PM
Payment Events	Status	Timestamps

August 25, 2024

ATTN: Paige Jennings Historic Preservation Commission Dekalb County 178 Sams Street Decatur, GA 30030

RE: 1713 Coventry Road Decatur, GA 30030

Dear Historic Preservation Committee,

I am writing to seek approval of the proposed improvements to the aforementioned property. Our goal is to enhance the functionality and aesthetics of the home while maintaining respect for its historical significance. The proposed work includes:

Porch and Roof Extension:

Objective – Extend the existing porch and roof to provide additional outdoor living space and improve weather protection. Install handrails to ensure the health, welfare, and safety of all users.

Details – The extension will match the existing architectural style and materials to ensure consistency with the historic character of the home. The handrail will provide support and stability for people as they navigate the steps to reduce the risk of falls, accidents, and injury.

Detached Carport Construction:

Objective – Construct a detached carport to provide sheltered parking and versatility. Create a flexible space that can be used as a covered outdoor living space when cars are not parked.

Details – The carport will be designed to complement the historic architecture, using materials that blend with the existing structure and meet preservation standards.

We appreciate your consideration and are available to discuss any modifications required to ensure our plans align with the historic preservation guidelines.

Please feel free to contact me at (404) 590-5110 or <u>desiasmith@gmail.com</u> if you need additional information. Thank you for your attention to this application!

Sincerely,

Desia Lanae Smith





CHARACTERISTICS

Non-historic home. Chelsea Heights character area. Built in 1947. Consistent with existing architecture. Consistent with the neighborhood. Carport not visible from the street. Focus on horizontal emphasis. Primary roof forms are side gable. No demolition required.

PROPOSED CONSTRUCTION

Excavate and extend porch footer. Extend cinder block foundation. Back fill porch foundation extension. Frame and pour concrete porch. Extend roof framing over porch. Install porch support columns. Install porch soffit and facia. Install handrail and gutters. Build Detached Carport

PROJECT OVERVIEW





MATERIALS

Hardie Plank Cement Lap Siding **Concrete Slab Porch** (Poured in Place 4000 PSI) Cinderblock (8x8x16) Architectural Shingles (Charcoal) Wood Handrails & Balusters Wood Porch & Carport Columns All materials consistent with existing structure.

PAINT COLORS

House	SW 7668 March Wind
Accent	SW 7069 Iron Ore
Doors	SW 6909 Lemon Twist
Trim	SW 7005 Pure White

SW 7668 March Wind FULL DETAILS LRV: 49 (1) RGB: 186 / 185 / 182 Hex Value: #BAB9B6 Available in: Interior/Exterio Location Number:282-C3 Color Collections: Timeless Colors Color Family(s): Neutral

SW 7069 Iron Ore FULL DETAILS LRV: 6 (1) RGB: 67 / 67 / 65 Hex Value: #434341 Available in: Interior/Exterio

ocation Number:251-C

SW 6909 Lemon Twist FULL DETAILS LRV: 72 (i) RGB: 254/217/93 Hex Value: #FED95D Available in: Interior Location Number:131-C5 Color Family(s): Yellow

Mattco Properties LLC (404) 590-5110

PROJECT OVERVIEW



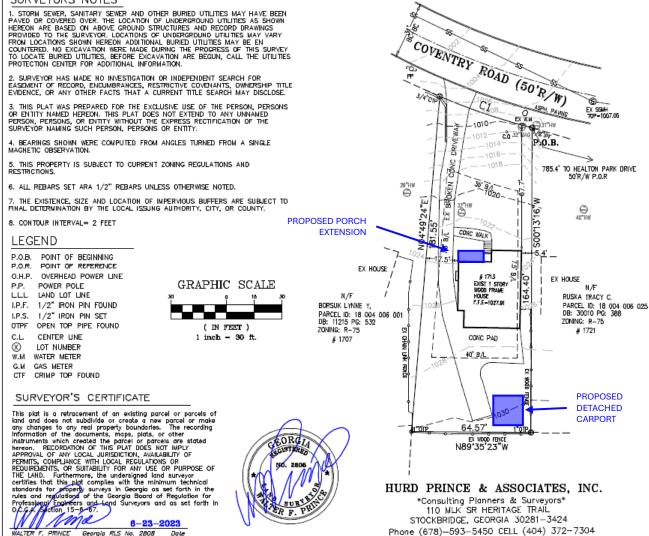
EXISTING HOUSE



EXISTING HOUSE

SURVEYORS NOTES

SITE PLAN



CURVE TABLE					
CURVE	LENGTH	RADIUS	BEARING	CHORD	
C1	52.79	347.20	S71*14'09*E	52.74	

FLOOD STATEMENT

NO PORTION OF THIS PROPERTY IS LOCATED IN A FEDERAL FLOOD AREA AS INDICATED BY "F.I.A. OFFICIAL FLOOD HAZARD MAP PANEL # 13089C0084K DATE 08/15/2019

INSTRUMENT USED:

GEOMAX ZOOM 90 ROBOTIC TOTAL STATION. REFERENCE USE: DB: 27358 PG: 133

NOTE:

1. THE FIELD DATA UPON WHICH THIS PLAT IS BASED HAS A CLOSURE PRECISION OF ONE FOOT IN 85,580 FEET AND AN ANQULAR ERROR OF 00 00'06"PER ANGLE POINT AND WAS ADJUSTED USING COMPASS RULE. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN 1: 183,383 FEET

2. ANY & ALL UNDERGROUND UTILITIES, I.E. SEWER, STORM, GAS, WATER, ETC. HAVE NOT BEN FIELD LOCATED BY CONVENTIONAL SURVEY METHODS.

NO VISIBLE EVIDENCE OF A CEMENTERY FOUND.



BOUNDARY SURVEY OF TOPOGRAPHIC AND EXISTING CONDITION FOR:

DESIA SMITH

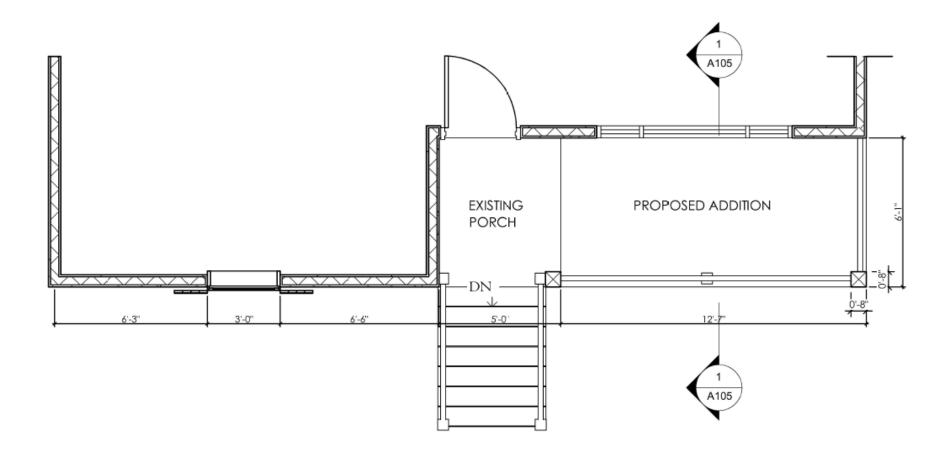
1713 COVENTRY ROAD DECATUR GA. 30030 PARCEL ID: 18 004 06 026 LAND LOT: 4 18TH DISTRICT DEKALB COUNTY, GEORGIA DATE OF FIELD SURVEY: 6-20-23 SCALE 1"=30' DATE OF PLAT 6-23-23 SHEET SIZE 11" X 17" JOB # 28191



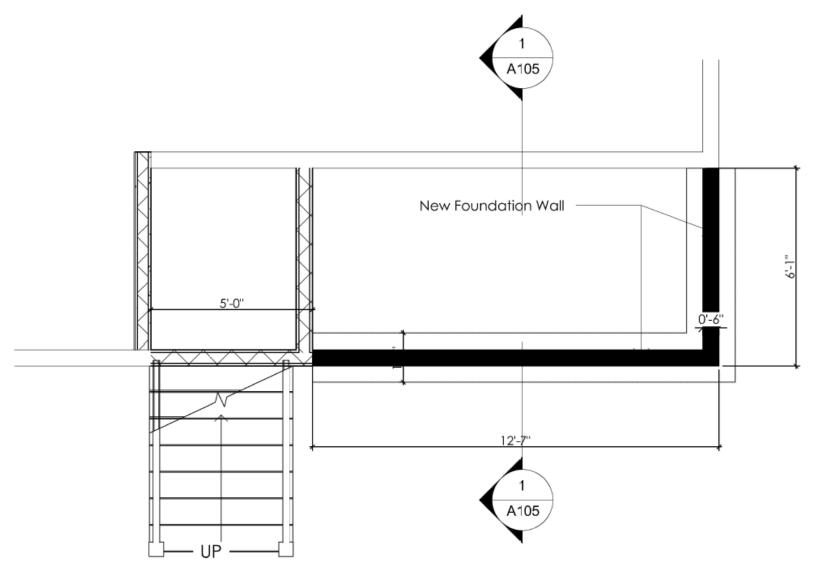
PROPOSED PORCH EXTENSION



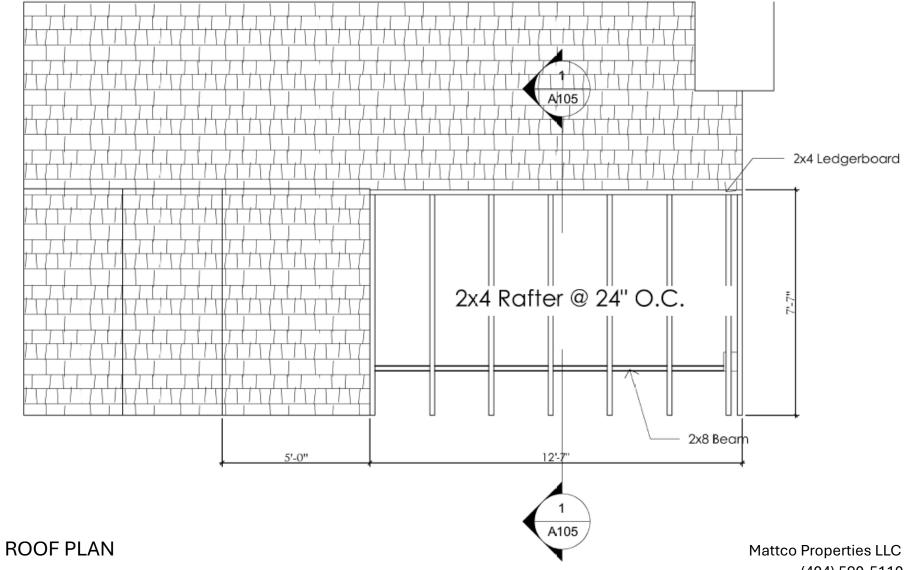
PROPOSED PORCH EXTENSION



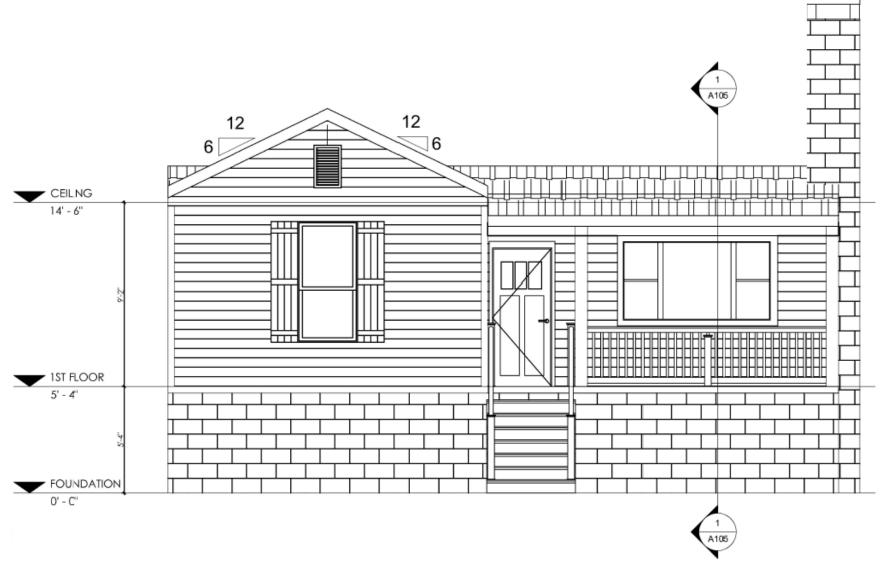
FLOOR PLAN



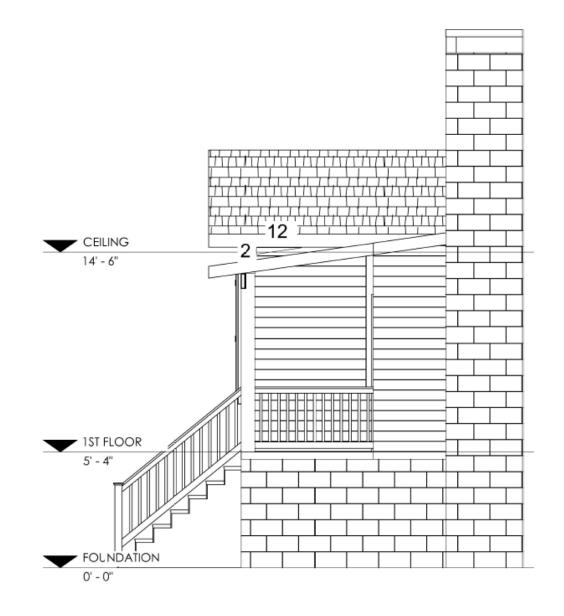
FOUNDATION PLAN



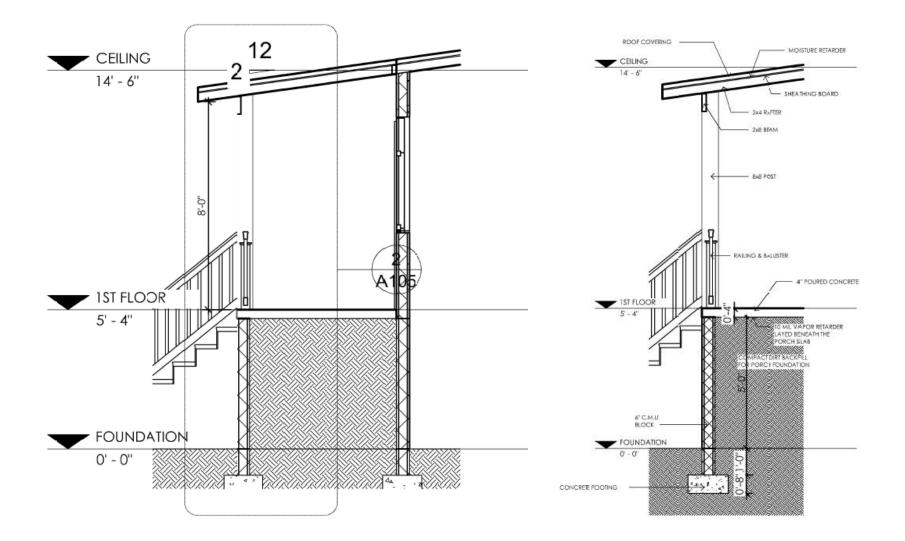
(404) 590-5110



FRONT ELEVATION



RIGHT ELEVATION



SECTION & FOUNDATION DETAILS



EXISTING BACKYARD



EXISTING BACKYARD



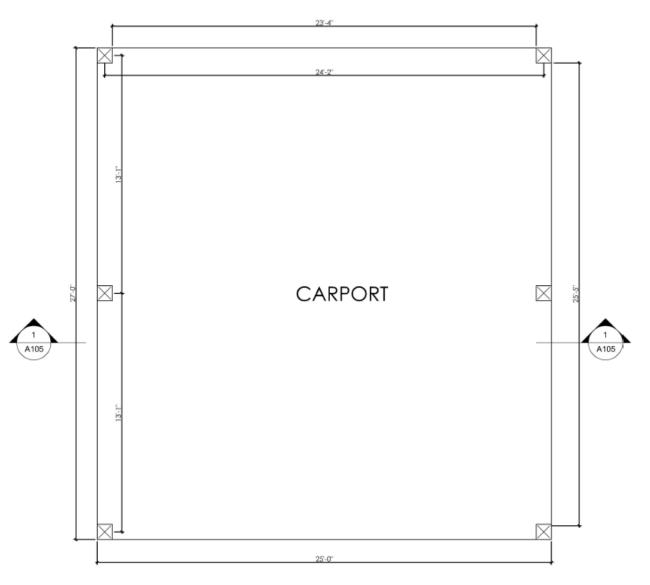
EXISTING BACKYARD



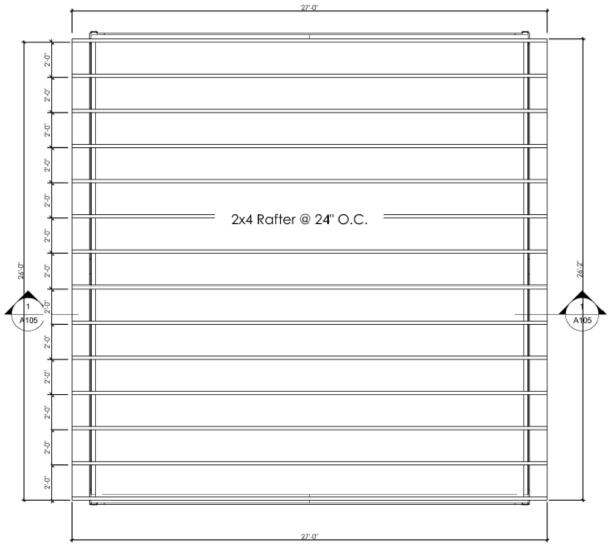
PROPOSED CARPORT



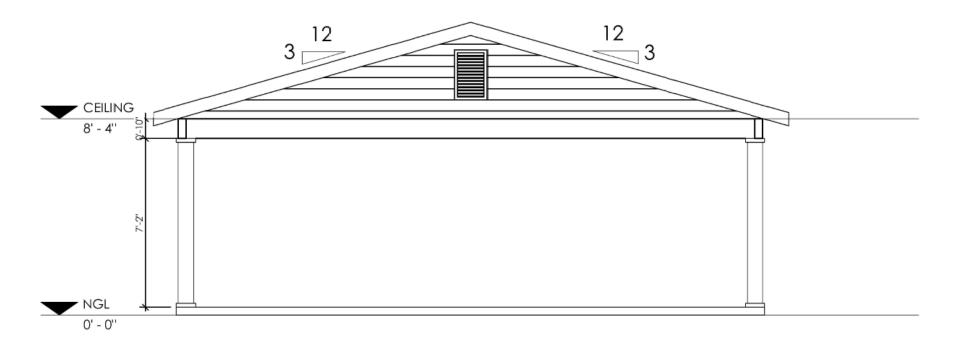
PROPOSED CARPORT



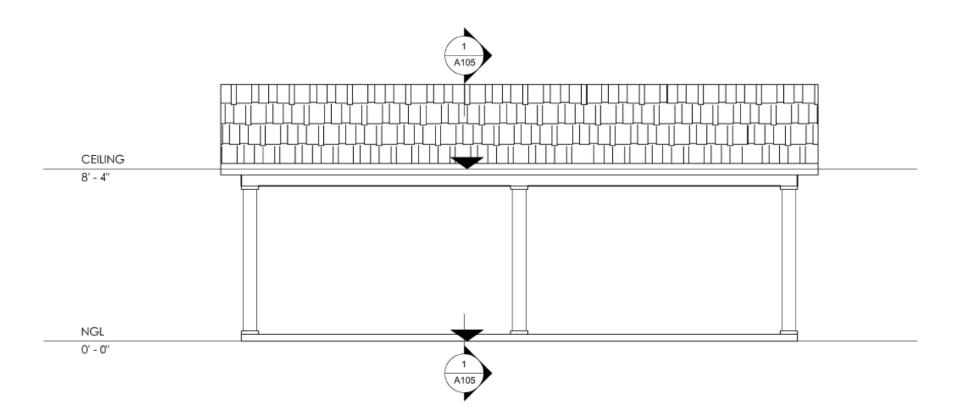
FLOOR PLAN



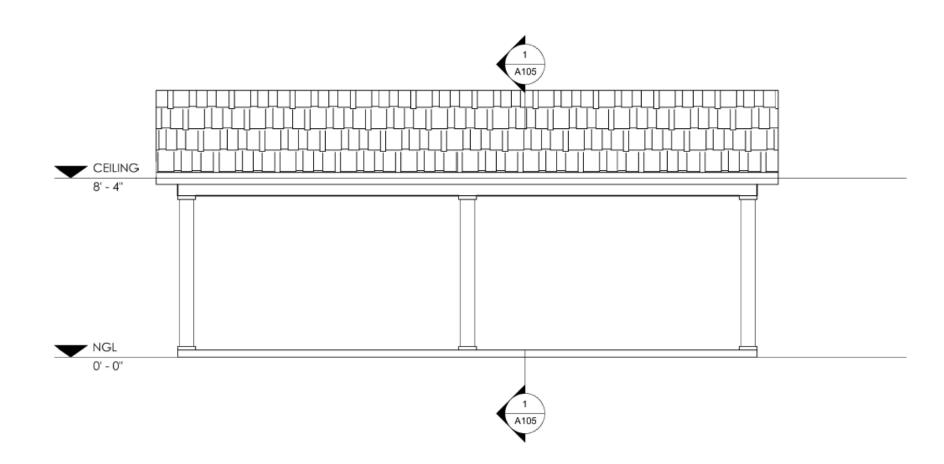
ROOF FRAMING



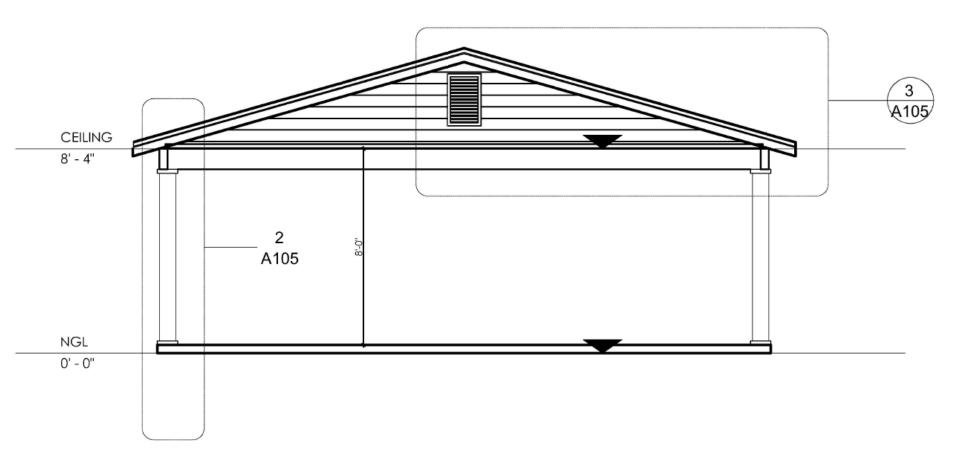
FRONT ELEVATION

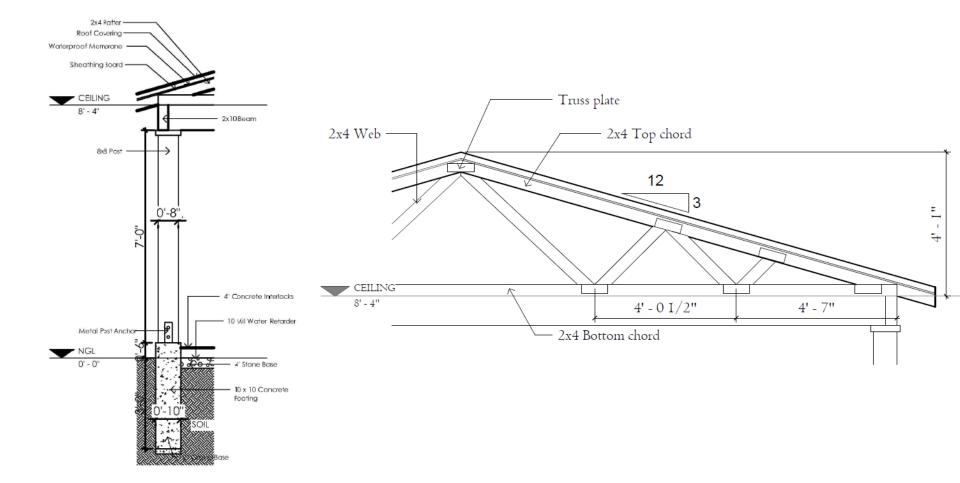


RIGHT ELEVATION



LEFT ELEVATION





POST & ROOF DETAILS



SIMILAR PROPERTIES



SIMILAR PROPERTIES