

# DeKalb County Historic Preservation Commission

Tuesday, February 18, 2025- 6:00 P.M.

## Staff Report

### Regular Agenda

E. 1208 Oxford Road, Michael Nualla. Demolish a greenhouse and deck, construct a rear addition, construct a deck and stairs, install a side entry door, modify roofline, and install planting strips in the existing driveway. **1247408.**

Built in 1923; Greenhouse built in 1990 - Nonhistoric (18 054 04 007)

This property is in the Druid Hills Character Area #1 and the Druid Hills National Register Historic District.

### Summary

The applicant proposes the following work:

1. Demolish greenhouse and deck. The nonhistoric greenhouse and wood deck located on the rear of the house, near the existing asphalt driveway, will be demolished and removed in order to construct the proposed rear addition and ramp. The greenhouse was constructed in 1990 and is not considered historic for the Druid Hills Historic District.
2. Construct rear addition. An addition, measuring roughly 375 square feet in size, will be constructed in the footprint of the demolished greenhouse and deck. The addition will be constructed with board and batten siding with cement board battens, a standing seam metal hipped roof, and wood fixed or double-hung windows.
3. Construct landing and ramp. A wood landing and ramp will be constructed on the rear of the house, connecting the rear portion of the driveway to the new side-entry door. The ramp and landing will measure roughly 7' in width and will extend the length of the rear face of the house.
4. Install side entry door. A double-hung wood window located on the left-side elevation, between the proposed rear addition and the existing port-cochre, will be removed and a side entry door will be installed.
5. Modify roofline. The standing seam metal roof above the family room will be extended to create a hipped roof. This hipped roof section will create a higher ridge that will tie into the roofline of the new addition. The clay tile roofing on the main structure will remain unaffected.
6. Install planting strips in existing driveway. Two planting strips will be installed in the center of the existing asphalt driveway. One planting strip will be installed near the front of the property, extending from the front yard to the rear corner of the main structure. The second of the planting strips will be installed on the rear of the driveway, extending from the front corner of the proposed rear addition to the front of the existing garage. Both planting strips will be filled with grass.

### Recommendation

**Approve.** These proposed changes do not appear to have a substantial adverse effect on the district. This application appears to meet the guidelines and the staff recommends approval.

## **Relevant Guidelines**

- 5.0 *Design Review Objective* (p45) - When making a material change to a structure that is in view from a public right-of-way, a higher standard is required to ensure that design changes are compatible with the architectural style of the structure and retain character-defining features. When a proposed material change to a structure is not in view from the public-right-way, the Preservation Commission may review the project with a less strict standard so as to allow the owner more flexibility. Such changes, however, shall not have a substantial adverse effect on the overall architectural character of the structure.
- 6.1.1 *Exterior Materials* (p50) Guideline - Original masonry should be retained to the greatest extent possible without the application of any surface treatment, including paint. Repointing of mortar joints should only be undertaken when necessary, and the new mortar should duplicate the original material in composition, color, texture, method of application, and joint profile. Repaired joints should not exceed the width of original joints. The use of electric saws and hammers in the removal of old mortar is strongly discouraged as these methods can seriously damage adjacent bricks.
- 6.1.4 *Windows* (p55) Guideline - Existing windows, including sashes, lights, lintels, sills, frames, molding, shutters, and all hardware should be retained and repaired through routine maintenance whenever possible. When deteriorated elements must be replaced, new elements should be compatible with the original in terms of material, design and hardware. Should it be necessary to replace an entire window, the replacement should be sized to the original opening and should duplicate all proportions and configurations of the original window.
- 6.1.5 *Roofs, Chimneys, and Dormers* (p56) Guideline - The original roof form should be retained to the greatest extent possible. No addition to a house should greatly alter the original form of a roof or render that form unrecognizable. Original or historic roof dormers should also be retained. Skylights should be installed so as to be as unobtrusive as possible. If additional upper-story space is required, consider using dormers placed out-of-view of public right-of-way—to create this space.
- 6.1.5 *Roofs, Chimneys, and Dormers* (p56) Guideline - Historic roofing materials, such as clay tile and slate, should be repaired rather than replaced, if at all possible. While repair or replacement with like materials is often considered to be cost prohibitive, it should be remembered that life expectancies of these roofs (slate, 60 to 125 years and longer; clay tile, 100+ years) is considerably greater than most replacement materials. Clay tile and slate roofs are always character-defining features of their buildings; therefore, if replacement is necessary, new materials should match as closely as possible the scale, texture, and coloration of the historic roofing material.
- 7.0 *Additions & New Construction - Preserving Form & Layout* The Druid Hills Local Historic District continues to change and evolve over time. For this area to meet contemporary needs, additions are built, uses change, and new buildings are constructed. The challenge is not to prevent change but to ensure that, when it does inevitably happen, it is compatible with the historic character of the area.

A new building is compatible with its historic setting when it borrows design characteristics and materials from adjacent buildings and integrates them into a modern expression. Before undertaking new development, be it a new building or changes or additions to existing buildings, take time to evaluate what makes the property and the neighborhood distinctive. Evaluate what type of impact the new development will have on the property and neighborhood. Decide how the development can best be designed to complement the property and area.

The underlying guideline for new construction and additions is to consider one's neighbors and nearby structures and reinforce the existing historic character through sensitive, compatible design.

Note that many of these guidelines refer to new development or new construction but are equally applicable to additions to existing buildings.

- 7.1 *Defining the Area of Influence* (p64) Guideline - In considering the appropriateness of a design for a new building or addition in a historic district, it is important to determine the area of influence. This area should be that which will be visually influenced by the building, i.e. the area in which visual relationships will occur between historic and new construction.

- 7.2 *Recognizing the Prevailing Character of Existing Development* (p65) Guideline - When looking at a series of historic buildings in the area of influence, patterns of similarities may emerge that help define the predominant physical and developmental characteristics of the area. These patterns must be identified and respected in the design of additions and new construction.
- 7.2.1 *Building Orientation and Setback* (p66) Guideline - The orientation of a new building and its site placement should appear to be consistent with dominant patterns within the area of influence, if such patterns are present.
- 7.2.2 *Directional Emphasis* (p67) Guideline - A new building's directional emphasis should be consistent with dominant patterns of directional emphasis within the area of influence, if such patterns are present.
- 7.2.3 *Shape: Roof Pitch* (p68) Guideline - The roof pitch of a new building should be consistent with those of existing buildings within the area of influence, if dominant patterns are present.
- 7.2.3 *Shape: Building Elements* (p68) Guideline - The principal elements and shapes used on the front facade of a new building should be compatible with those of existing buildings in the area of influence, if dominant patterns are present.
- 7.2.3 *Shape: Porch Form* (p68) Guideline - The shape and size of a new porch should be consistent with those of existing historic buildings within the area of influence, if dominant patterns are present.
- 7.2.4 *Massing* (p69) Guideline - The massing of a new building should be consistent with dominant massing patterns of existing buildings in the area of influence, if such patterns are present.
- 7.2.5 *Proportion* (p70) Guideline - The proportions of a new building should be consistent with dominant patterns of proportion of existing buildings in the area of influence, if such patterns are present.
- 7.2.6 *Rhythm* (p71) Guideline - New construction in a historic area should respect and not disrupt existing rhythmic patterns in the area of influence, if such patterns are present.
- 7.2.7 *Scale/Height* (p72) Guideline - New construction in historic areas should be consistent with dominant patterns of scale within the area of influence, if such patterns are present. Additions to historic buildings should not appear to overwhelm the existing building.
- 7.2.7 *Scale/Height* (p72) Guideline - A proposed new building should appear to conform to the floor-to-floor heights of existing structures if there is a dominant pattern within the established area of influence. Dominant patterns of cornice lines, string courses, and water tables can be referenced to help create a consistent appearance.
- 7.2.8 *Individual Architectural Elements* (p73) Guideline - New construction and additions should be compatible and not conflict with the predominant site and architectural elements—and their design relationships—of existing properties in the area of influence.
- 7.3.1 *Additions* (p74) Guideline - Additions should not be added to the main facade of the building and should not appear to dominate the original structure. It is preferable to build new additions to the rear of a historic building, where it will have little or no impact on the streetscape facade. Design and materials should be compatible with the existing building. Avoid obscuring character-defining features of the historic building with the addition.
- 7.3.1 *Additions* (p74) Guideline - Additional stories should be set well back from the roof edge to ensure that the historic building's proportions and profile are not radically changed.
- 7.3.1 *Additions* (p74) Recommendation - The Secretary of the Interior's Standards recommend that an addition be designed so that at a later date it can be removed without compromising the historic character of the building.
- 7.3.1 *Additions* (p74) Recommendation - While an addition should be compatible, it is acceptable and appropriate for it to be clearly discernible as an addition rather than appearing to be an original part of the building. Consider providing some differentiation in material, color, and/or detailing and setting additions back from the historic building's wall plane.

- 7.3.1 *Additions* (p74) Recommendation - These guidelines do not recommend adding false historical details to a noncontributing building in an effort to make it more compatible with surrounding historic buildings. Every effort should be made, however, to ensure that additions and alterations to the property do not detract further from the character of the historic environment, keeping in mind the design concepts discussed in Section 7.2.
- 9.5 *Parking* (p90) Recommendation - It is preferable to expand an existing driveway for parking rather than to add a separate parking pad, since the result is usually less paved surface. Plant materials can be added around parking spaces to visually buffer the parking from the street.
- 9.5 *Parking* (p90) Recommendation - In surfacing new parking areas, the use of impervious paving materials is discouraged. The intent is to limit the amount of run-off within the district's watershed. Consideration should be given to the use of porous materials that allow water penetration and preserve the open character of the landscape.

Chief Executive Officer  
Michael Thurmond

## DEPARTMENT OF PLANNING & SUSTAINABILITY

Interim Director  
Cedric Hudson

### Application for Certificate of Appropriateness

Date submitted: \_\_\_\_\_ Date Received: \_\_\_\_\_

Address of Subject Property: \_\_\_\_\_

Applicant: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Applicant Mailing Address: \_\_\_\_\_

Applicant Phone: \_\_\_\_\_

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 type="checkbox"/> | Other Environmental Changes | <input type="checkbox"/> |
| Addition          | <input type="checkbox"/> | Fence/Wall             | <input type="checkbox"/> | Other                       | <input type="checkbox"/> |
| Moving a Building | <input type="checkbox"/> | Sign Installation      | <input type="checkbox"/> |                             |                          |

Description of Work:

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](mailto:plansustain@dekalbcountyga.gov) and [pvjennings@dekalbcountyga.gov](mailto:pvjennings@dekalbcountyga.gov). An incomplete application will not be accepted.

Signature of Applicant:  \_\_\_\_\_



DeKalb County  
GEORGIA

**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: Christine Lawley

being owner(s) of the property at: 1208 Oxford Rd. NE, Dekalb County, GA. 30306

hereby delegate authority to: Michael Nualla

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

Signature of Owner(s): Christine K. Lawley

Date: 1/24/25

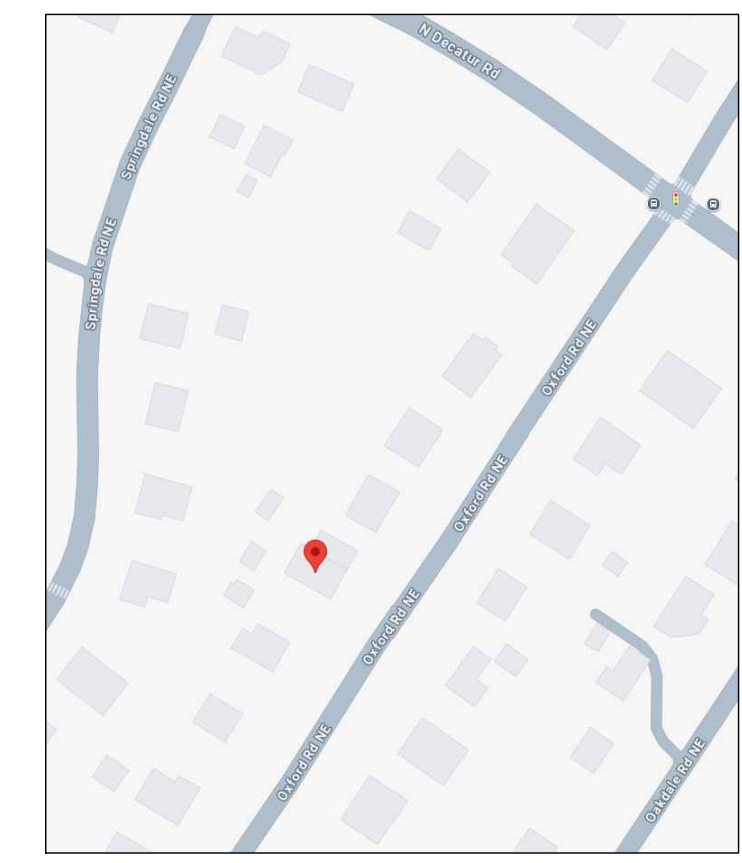
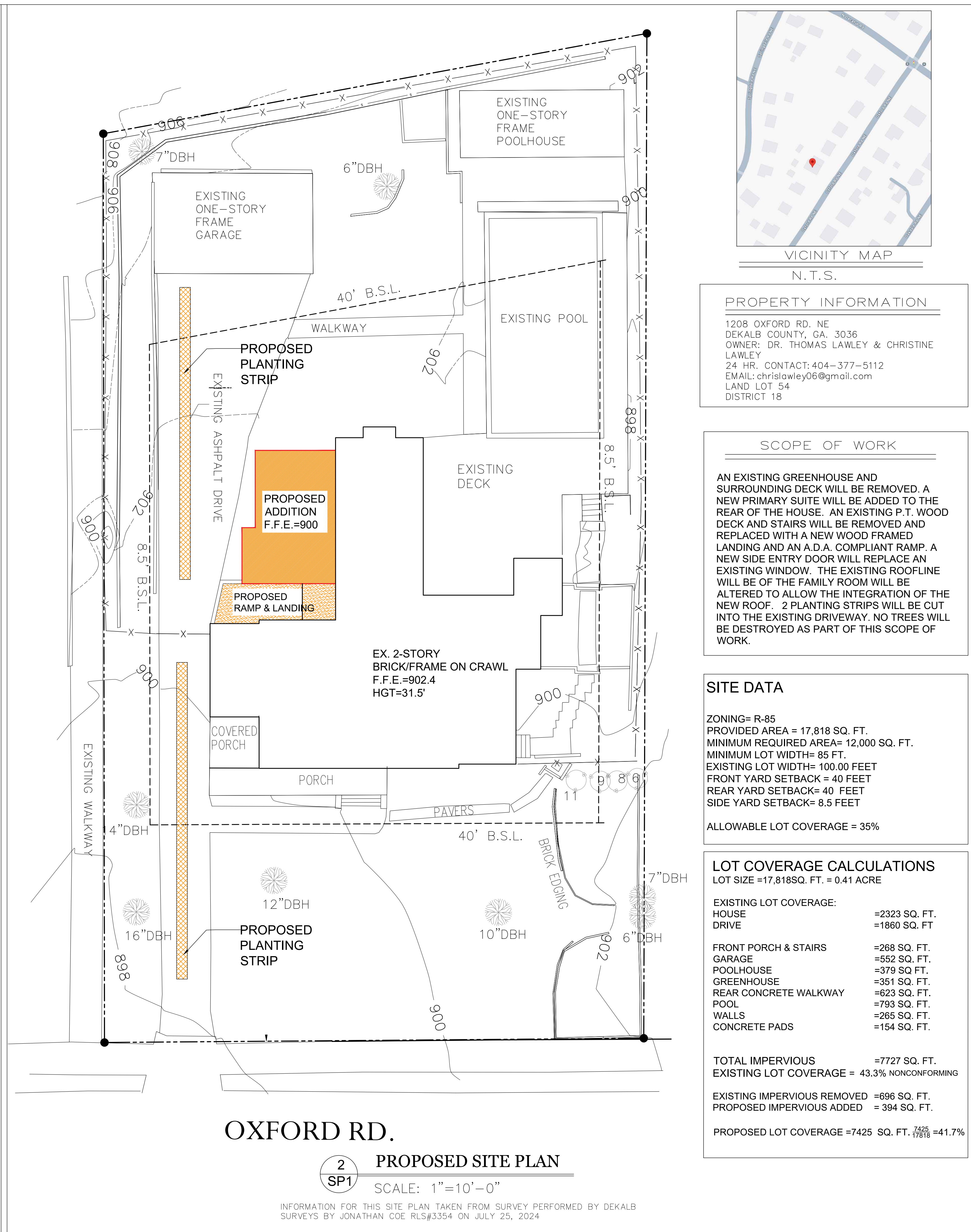
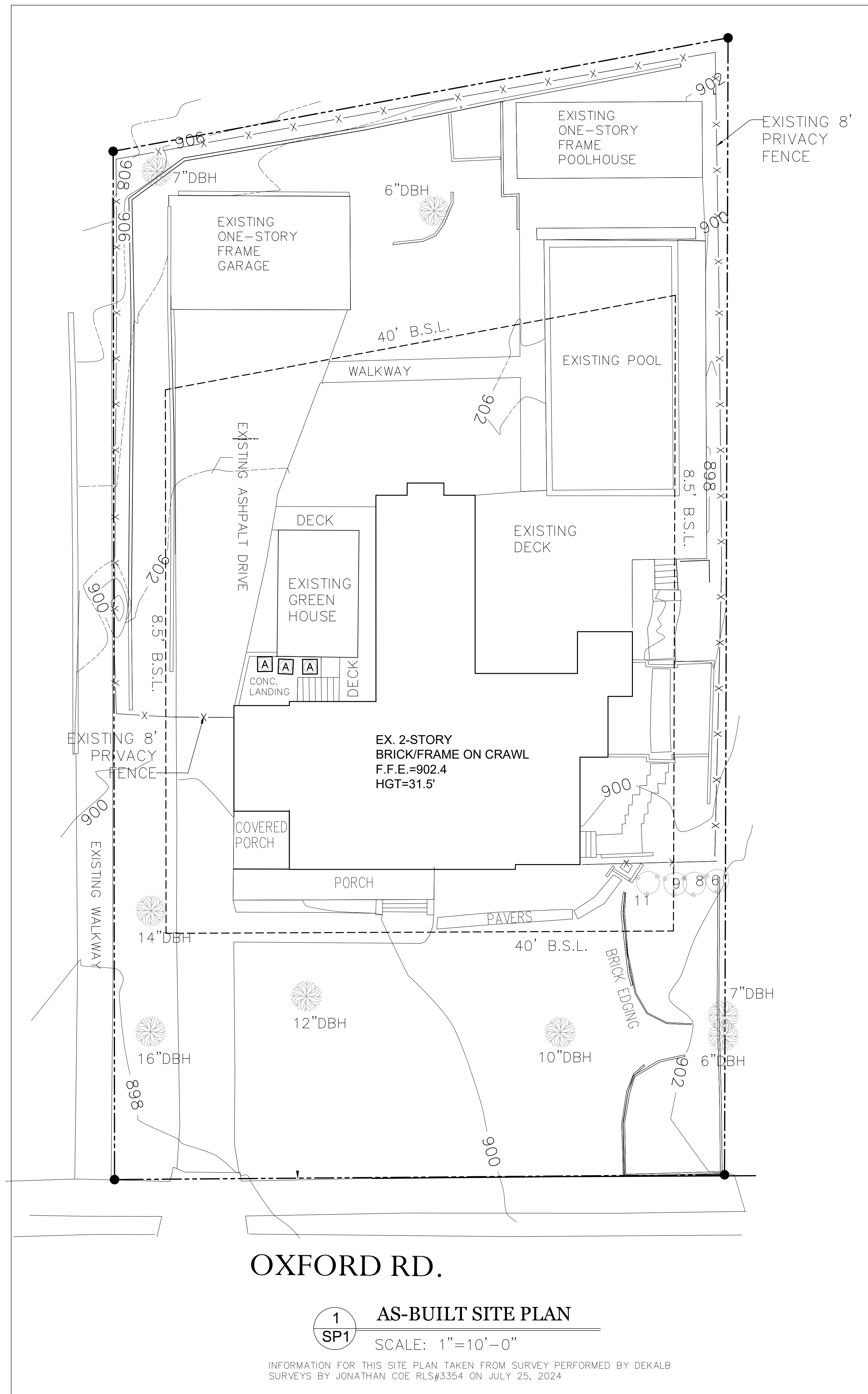
**Please review the following information**

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.



VICINITY MAP  
N.T.S.

**PROPERTY INFORMATION**

1208 OXFORD RD. NE  
DEKALB COUNTY, GA. 30306  
OWNER: DR. THOMAS LAWLEY & CHRISTINE LAWLEY  
24 HR. CONTACT: 404-377-5112  
EMAIL: chrislawley06@gmail.com  
LAND LOT 54  
DISTRICT 18

**SCOPE OF WORK**

AN EXISTING GREENHOUSE AND SURROUNDING DECK WILL BE REMOVED. A NEW PRIMARY SUITE WILL BE ADDED TO THE REAR OF THE HOUSE. AN EXISTING P.T. WOOD DECK AND STAIRS WILL BE REMOVED AND REPLACED WITH A NEW WOOD FRAMED LANDING AND AN A.D.A. COMPLIANT RAMP. A NEW SIDE ENTRY DOOR WILL REPLACE AN EXISTING WINDOW. THE EXISTING ROOFLINE WILL BE OF THE FAMILY ROOM WILL BE ALTERED TO ALLOW THE INTEGRATION OF THE NEW ROOF. 2 PLANTING STRIPS WILL BE CUT INTO THE EXISTING DRIVEWAY. NO TREES WILL BE DESTROYED AS PART OF THIS SCOPE OF WORK.

**SITE DATA**

ZONING= R-85  
PROVIDED AREA = 17,818 SQ. FT.  
MINIMUM REQUIRED AREA= 12,000 SQ. FT.  
MINIMUM LOT WIDTH= 85 FT.  
EXISTING LOT WIDTH= 100.00 FEET  
FRONT YARD SETBACK= 40 FEET  
REAR YARD SETBACK= 40 FEET  
SIDE YARD SETBACK= 8.5 FEET

ALLOWABLE LOT COVERAGE = 35%

**LOT COVERAGE CALCULATIONS**

LOT SIZE = 17,818 SQ. FT. = 0.41 ACRE

<b>EXISTING LOT COVERAGE:</b>	
HOUSE	=2323 SQ. FT.
DRIVE	=1860 SQ. FT.
<b>FRONT PORCH &amp; STAIRS</b>	
GARAGE	=552 SQ. FT.
POOLHOUSE	=379 SQ. FT.
GREENHOUSE	=351 SQ. FT.
REAR CONCRETE WALKWAY	=623 SQ. FT.
POOL	=793 SQ. FT.
WALLS	=265 SQ. FT.
CONCRETE PADS	=154 SQ. FT.

TOTAL IMPERVIOUS = 7727 SQ. FT.  
EXISTING LOT COVERAGE = 43.3% NONCONFORMING

EXISTING IMPERVIOUS REMOVED = 696 SQ. FT.  
PROPOSED IMPERVIOUS ADDED = 394 SQ. FT.

PROPOSED LOT COVERAGE = 7425 SQ. FT.  $\frac{7425}{17818}$  = 41.7%

LAWLEY RESIDENCE  
1208 OXFORD RD. NE  
DEKALB COUNTY, GA. 30306

NUALLA RESIDENTIAL DESIGN, LLC  
P.O. Box 727  
Decatur, Georgia 30031

DATE:  
1-24-25

SCALE:  
AS NOTED

SITE PLAN

SHEET

**SP1**

RELEASED  
FOR CONSTRUCTION



AS-BUILT FRONT ELEVATION



AS-BUILT FRONT ELEVATION



1 AS-BUILT MAIN LEVEL FLOOR PLAN  
A1 SCALE= 1/4"=1'-0"



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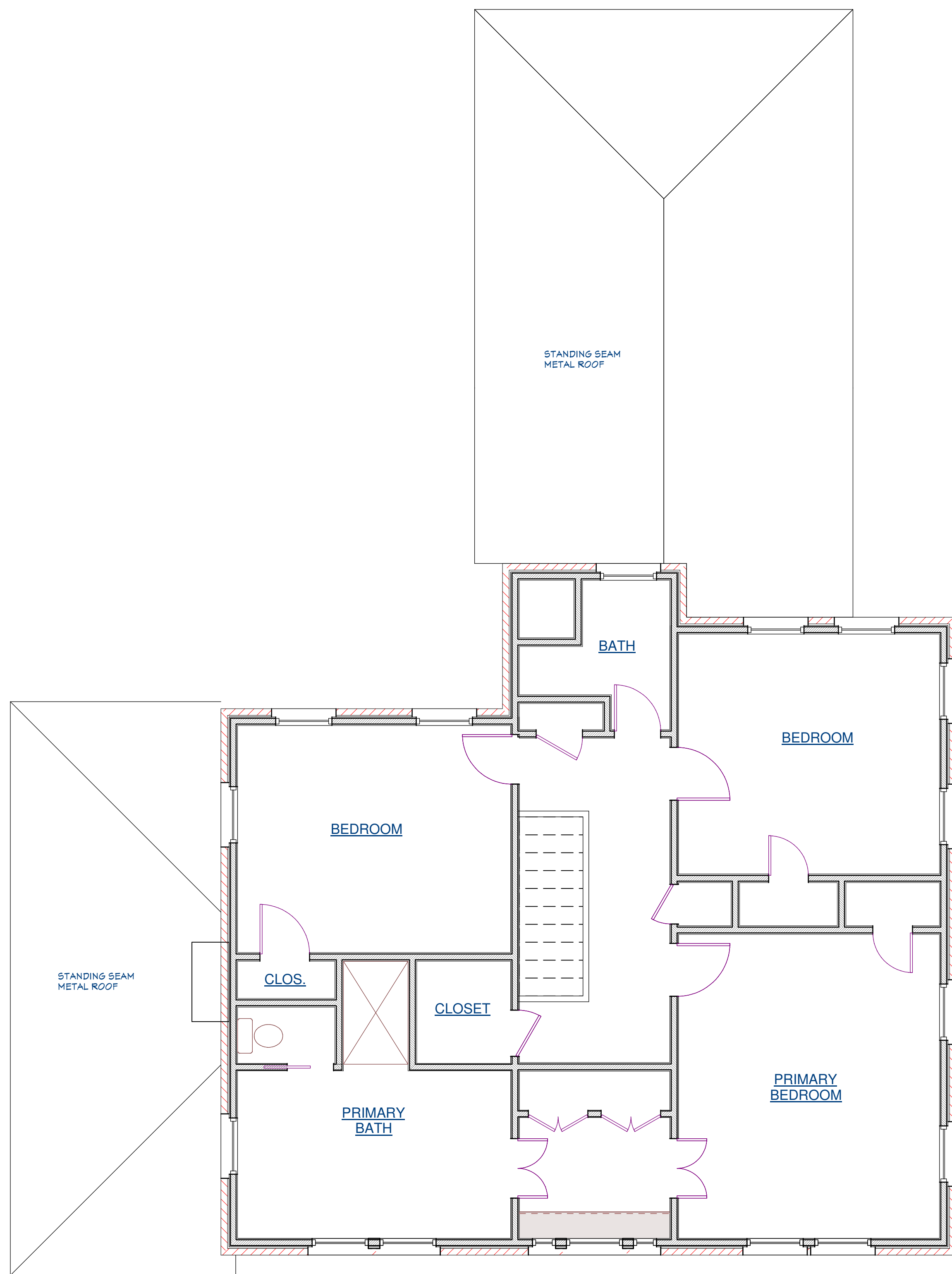
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SCALE:  
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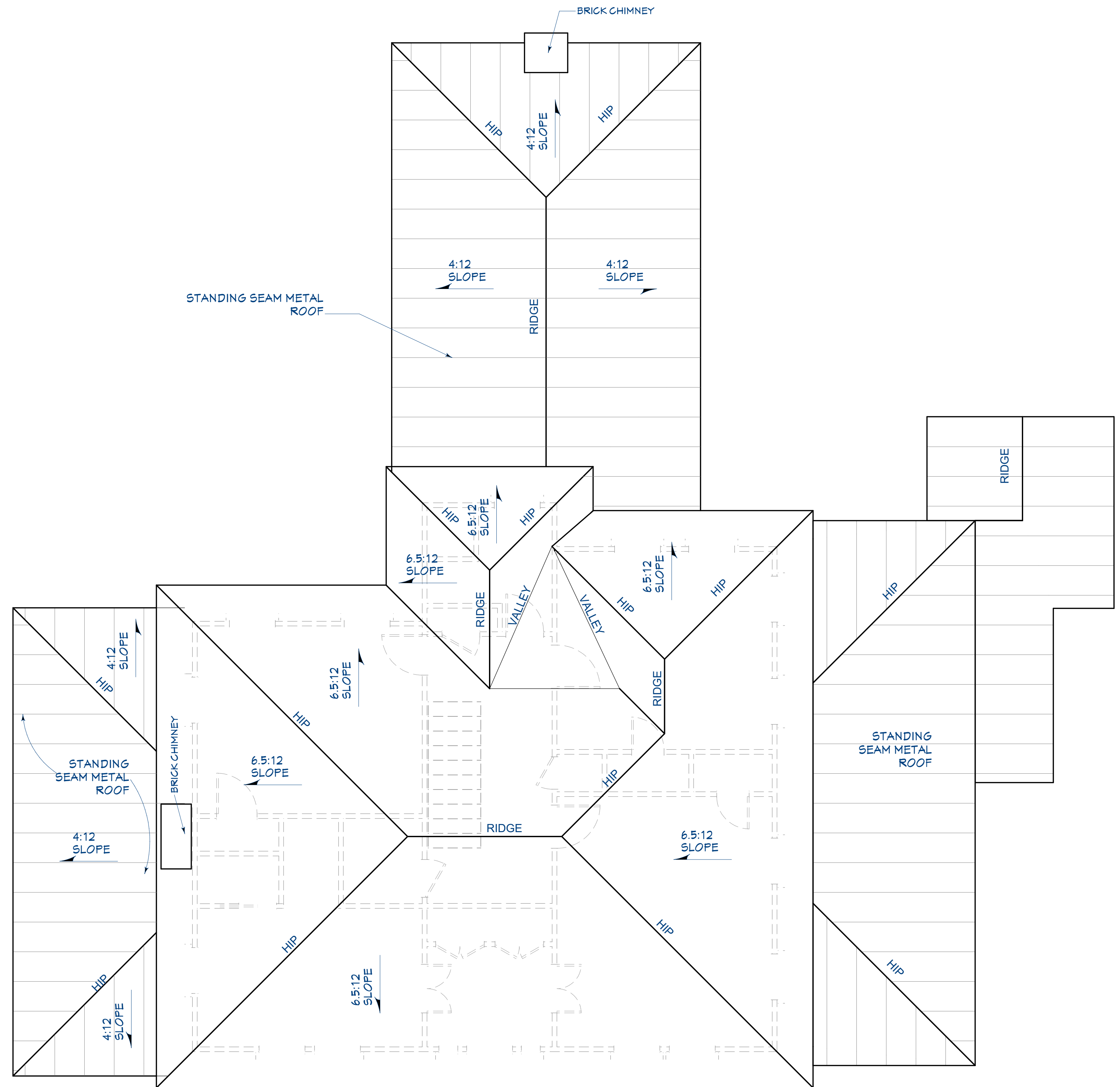
A1

RELEASED FOR  
CONSTRUCTION





1  
A2 AS-BUILT SECOND LEVEL FLOOR PLAN  
SCALE= 1/4"=1'-0"



2  
A2 AS-BUILT ROOF PLAN  
SCALE= 1/4"=1'-0"



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A2

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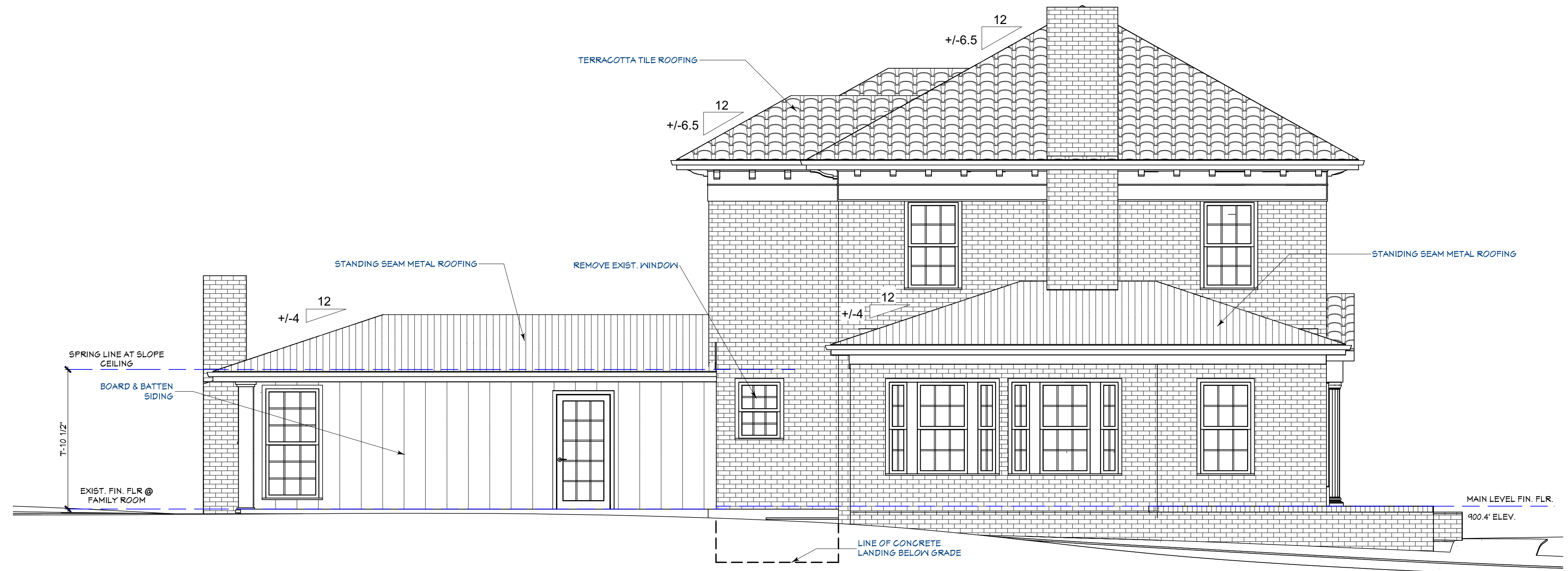
AS-BUILT FRONT ELEVATION



1 AS-BUILT FRONT ELEVATION  
A2 SCALE= 1/4"=1'-0"



AS-BUILT LEFT ELEVATION



2 AS-BUILT LEFT ELEVATION  
A2 SCALE= 1/4"=1'-0"

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1-24-25

SCALE:

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A3

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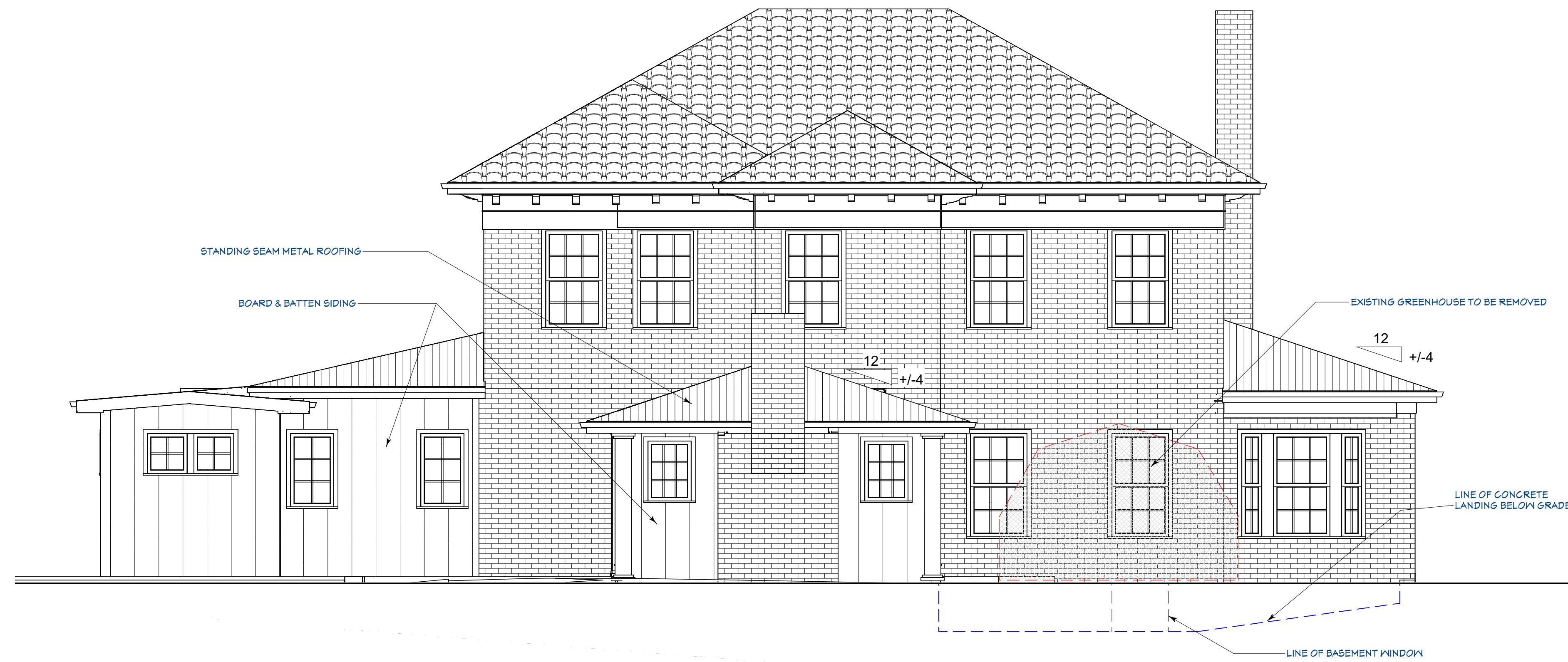
AS-BUILT REAR ELEVATION



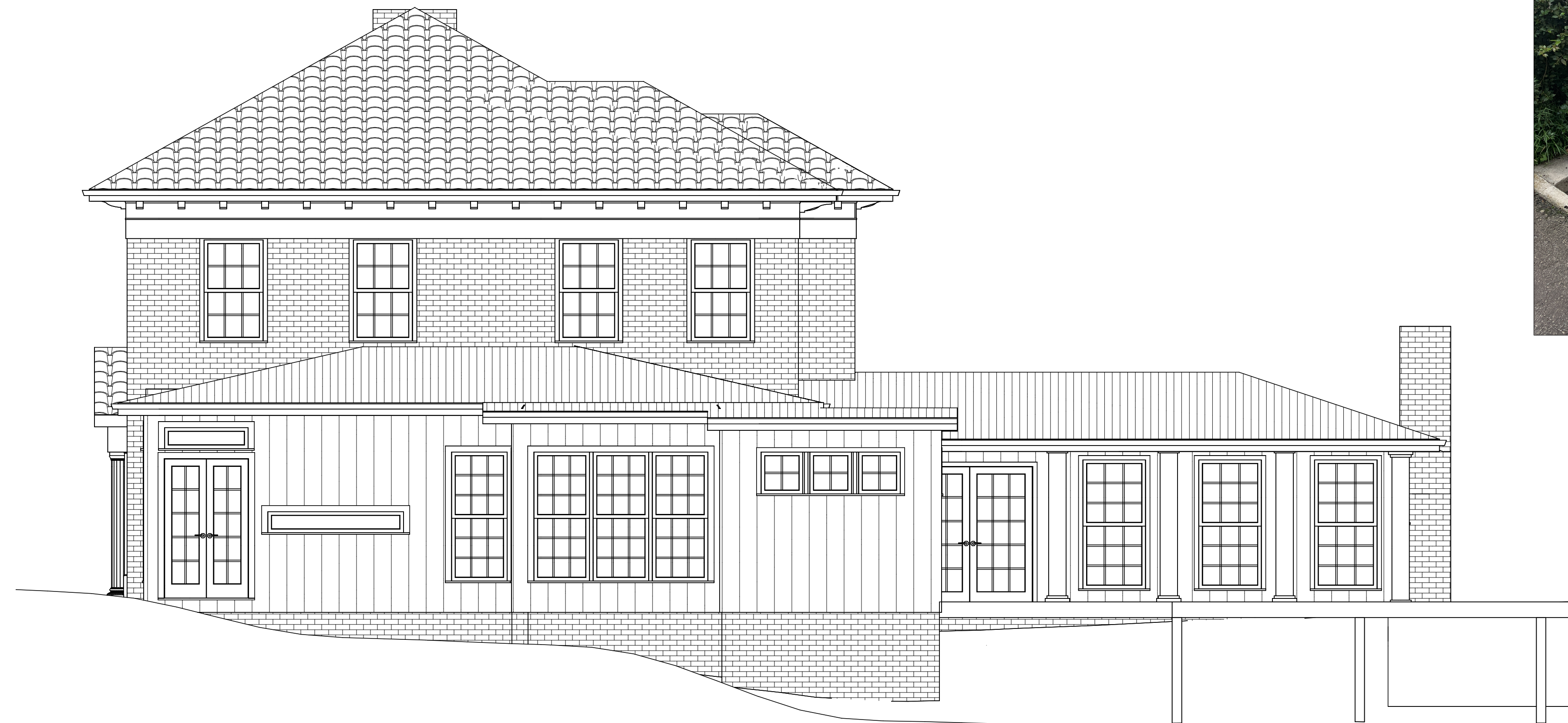
CONCRETE LANDING AT REAR



CONCRETE LANDING SLOPES TOWARDS BASEMENT WINDOW



1 AS-BUILT REAR ELEVATION  
A3 SCALE= 1/4"=1'-0"



2 AS-BUILT RIGHT ELEVATION  
A3 SCALE= 1/4"=1'-0"

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DATE:  
1-24-25  
SCALE:  
AS NOTED

A4

RELEASED FOR  
CONSTRUCTION

WINDOW SCHEDULE						
NUMBER	QTY	FLOOR	SIZE	EGRESS	DESCRIPTION	COMMENTS
W01	5	1	2026FX		FIXED GLASS	
W02	2	1	20410DH	YES	DOUBLE HUNG	
W03	1	1	34410DH	YES	DOUBLE HUNG	

WINDOW NOTES:  
 • WINDOW SIZES IN SCHEDULE DENOTE SASH SIZE IN FEET & INCHES. \*2420"=2'-4"wide X 2'-0" high.  
 • AM=AWNING DH=DOUBLE HUNG FX=FIXED SG=SINGLE CASEMENT  
 • WINDOWS MANUFACTURED BY JELDWIN SITELINE EX OR EQUIVALENT  
 • PRIMED & PAINTED WOOD SASHES  
 • PROVIDE DOUBLE-PANE, INSULATED GLASS w/ SIMULATED DIVIDED LITES w/ DARK BRONZE SHADOW BARS  
 • PROVIDE INSECT SCREENS AT ALL OPERABLE WINDOWS



WALL LEGEND	
	EXISTING WALL TO REMAIN
	NEW 2X4 WALL
	NEW 2X6 WALL



1  
A5 PROPOSED MAIN LEVEL FLOOR PLAN  
SCALE= 1/4"=1'-0"

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 DEKALB COUNTY, GA. 30306

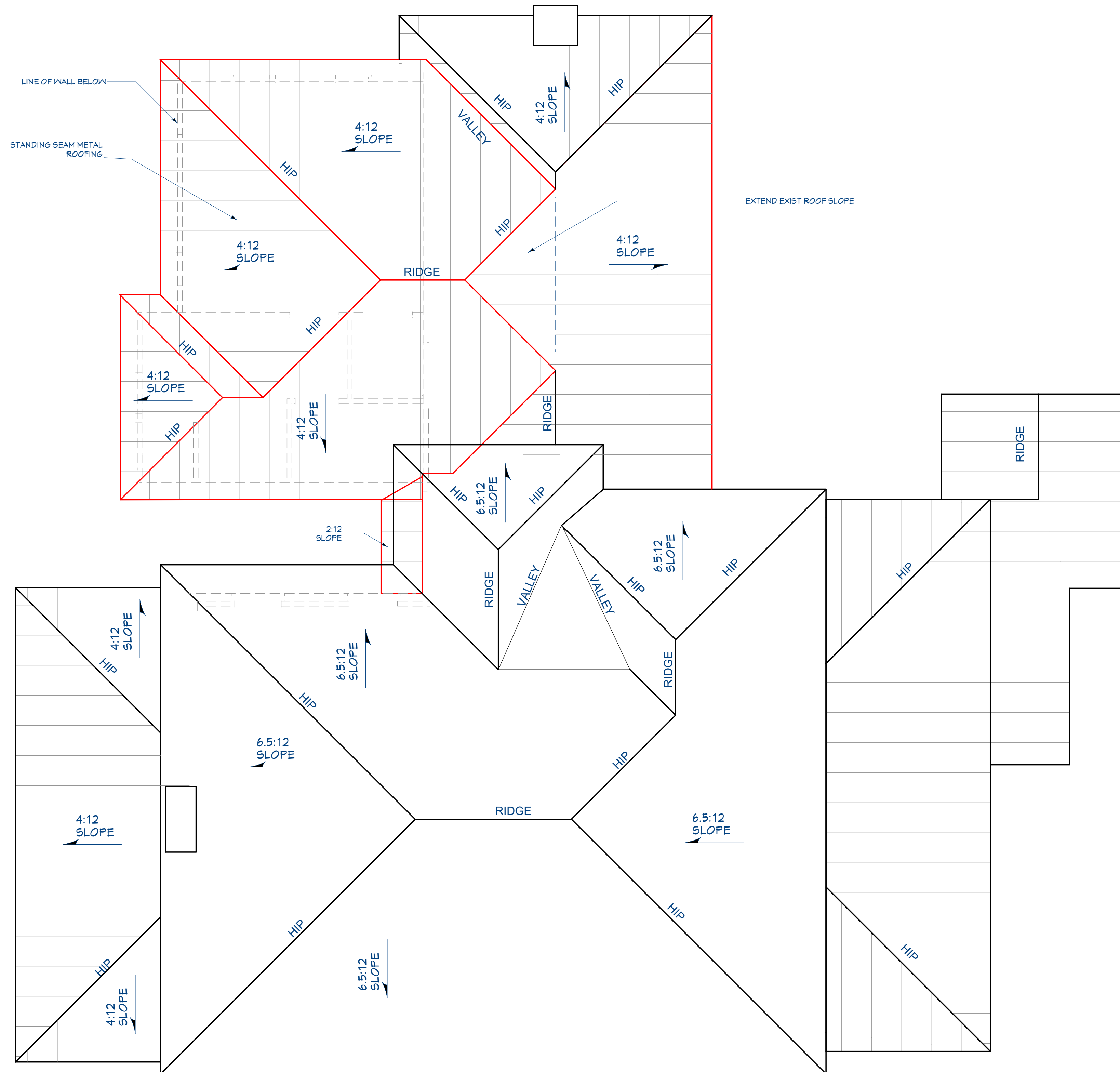
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A5

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1  
A6

PROPOSED ROOF PLAN  
SCALE= 1/4"=1'-0"

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A6

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CONSTRUCTION

**EXTERIOR MATERIALS:**

- SIDING: PAINTED, CEMENT BOARD BOARD & BATTEN. 1X2 BATTENS @ +/-16" ON CENTER.
- CORNER BOARDS: 1X2 CEMENT BOARD, PAINT FINISH
- FASCIA: 1X8 CEMENT BOARD, PAINT FINISH
- FRIEZE BANDS: 1X6 CEMENT BOARD
- SOFFIT: BEAD BOARD PLYWOOD w/ 2" CONTINUOUS VENT STRIP
- ROOFING: STANDING SEAM METAL ROOF, MATCH EXISTING AS CLOSELY AS POSSIBLE
- RAMP SURFACE: DURADECK MEMBRANE "LEGACY CEDARWOOD" SERIES

**WINDOWS:**

- NEW WINDOWS TO BE JELDWEN SITELINE EX or equivalent quality w/ WOOD EXTERIOR SASH



RENDERING OF LEFT ELEVATION



NO CHANGE TO FRONT ELEVATION

1  
A7 PROPOSED FRONT ELEVATION  
SCALE= 1/4"=1'-0"



2  
A7 PROPOSED LEFT ELEVATION  
SCALE= 1/4"=1'-0"

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P.O. BOX 727  
DECATUR, GEORGIA 30031  
404.934.8787

DATE:  
1-24-25  
SCALE:  
AS NOTED

A7

RELEASED FOR  
CONSTRUCTION



RENDERING OF REAR ELEVATION

**EXTERIOR MATERIALS:**

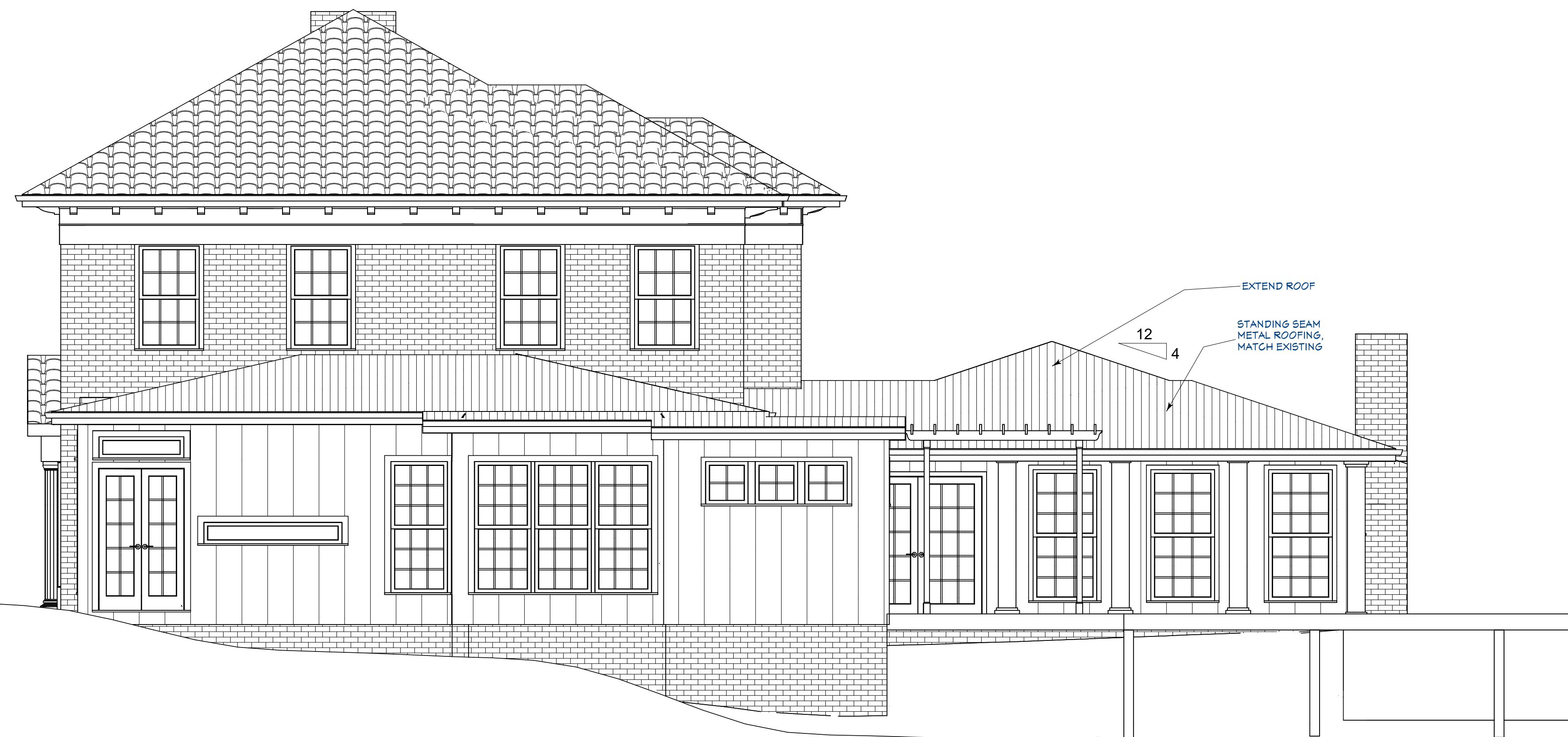
- SIDING: PAINTED, CEMENT BOARD BOARD & BATTEN. 1X2 BATTENS @ +/-16" ON CENTER.
- CORNER BOARDS: 1X2 CEMENT BOARD, PAINT FINISH
- FASCIA: 1X8 CEMENT BOARD, PAINT FINISH
- FRIEZE BANDS: 1X6 CEMENT BOARD
- SOFFIT: BEAD BOARD PLYWOOD w/ 2" CONTINUOUS VENT STRIP
- ROOFING: STANDING SEAM METAL ROOF, MATCH EXISTING AS CLOSELY AS POSSIBLE
- RAMP SURFACE: DURADECK MEMBRANE "LEGACY CEDARWOOD" SERIES

**WINDOWS:**

- NEW WINDOWS TO BE JELDWEN SITELINE EX or equivalent quality w/ WOOD EXTERIOR SASH



1  
A8 PROPOSED REAR ELEVATION  
SCALE= 1/4"=1'-0"



2  
A8 PROPOSED RIGHT ELEVATION  
SCALE= 1/4"=1'-0"



RENDERING OF REAR ELEVATION

LAWLEY RESIDENCE  
1208 OXFORD RD. NE  
DEKALB COUNTY, GA. 30306

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**From:** [MICHAEL NUALLA](#)  
**To:** [Paige V. Jennings](#)  
**Subject:** Re: Questions Regarding Application for 1208 Oxford Road  
**Date:** Thursday, February 13, 2025 2:41:16 PM

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Hi Paige,  
My apologies for not getting back to you sooner, I was on job sites all morning.

1. Grass will be planted in the planting strips.
2. The Addition **does not** extend beyond the rear corner of the main structure. The addition will **not** be visible from the front of the property. It is set back from the side elevation so that it will not impact the front elevation of the house. There also is a 6' fence/gate on the left side of the house that obscures any views of the back of the house.
3. Only the standing seam roof will be impacted. The existing ridge above the family room will be extended to create a hip roof. This new hip section will create a higher ridge that will tie in with the proposed roofline of the new addition. There will be **no** change to the clay-tile roofing that will remain as-is.

Please let me know if you have any other questions.

Regards,  
**Michael**  
Nualla Residential Design, LLC  
404-934-8787  
[nualladesign@gmail.com](mailto:nualladesign@gmail.com)

On Thu, Feb 13, 2025 at 11:22 AM Paige V. Jennings <[pvjennings@dekalbcountyga.gov](mailto:pvjennings@dekalbcountyga.gov)> wrote:

Good Morning,

Hope that this email finds you well!

We are finalizing our staff reviews for the upcoming HPC meeting scheduled for Tuesday, February 18<sup>th</sup>. Before finalizing our report on the application for 1208 Oxford Road, could you please provide information for the following questions?

1. What will be planted in the proposed planting strips (grass, turf, flowers, etc.)?
2. Will the proposed addition extend beyond the rear corner of the main structure? Will the addition be visible in any way from the front of the property?
3. Can you provide a description of the proposed modification for the roofline? Will only the standing seam roofs be replaced and the slopes increased? Will there be any change to the historic clay-tile roofing?



Please provide all information that you can, as soon as possible. Our reports will be finalized no later than Friday afternoon and will be sent out along with the agenda for the meeting to applicants.

Thank You,



Paige



Government Services Center  
178 Sams Street  
Decatur, GA 30030

**Paige V. Jennings**

**Senior Planner (they/them)**  
**Historic Preservation**  
Planning & Sustainability Department  
Current Planning Division

 [pvjennings@dekalbcountyga.gov](mailto:pvjennings@dekalbcountyga.gov)  
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[DeKalbCountyGa.gov/planning](https://DeKalbCountyGa.gov/planning)