

DEPARTMENT OF PLANNING & SUSTAINABILITY

Chief of Executive Officer
Lorraine Cochran-Johnson

Director
Juliana A. Njoku

Application for Certificate of Appropriateness

Date Submitted: 5-6-2026

Subject Property Address: 1195 Clifton Rd. NE

Property Parcel ID No: 18 003 04 015

Date(s) of Construction on all structures on the property: Built 1930, Mudroom addition 2020
(This information can be found in the DeKalb County property accessory and tax records database.)

Nature of Work (check all that apply):

- | | | | | | |
|-------------------|--------------------------|------------------------|--------------------------|-----------------------------|-------------------------------------|
| New construction | <input type="checkbox"/> | New Accessory Building | <input type="checkbox"/> | Other Building Changes | <input checked="" 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:

In an attempt to bring original historic details back to this home, we want to replace 5 windows that were previously replaced with vinyl units. We also want to remove an existing vinyl awning window. Scope includes:
 - Replace 3 vinyl windows in kitchen (one facing backyard and two facing side) with 6/6 lite wood double hungs. - Replace 2 vinyl windows in upstairs office/future bath (facing Ridgewood Dr side) with 6/6 lite wood double hungs - Remove vinyl awning window in upstairs bath/future closet (facing Ridgewood Dr side) - New windows to be wood, simulated lites with 5/8" traditional wood bars.

This form must be completed in its entirety and be accompanied by supporting documents, such as plans, list of materials, color samples, photographs, etc.

***PLEASE REVIEW THE FILING GUIDELINES BEGINNING ON PAGE 4. FAILURE TO FOLLOW GUIDELINES MAY RESULT IN SCHEDULING DELAYS OR A DEFERRAL OF APPLICATION.**

Owner Agent Manda Johnson 5-6-2026
Applicant/Owner Signature Date

To Be Completed by Staff: _____ Date Received: _____

**CERTIFICATE OF APPROPRIATENESS APPLICATION FEE:
CURRENTLY NO FEE**

DeKalb County does not require payment by wire transfer.
Be aware of scammers and fraudulent emails.

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: Kathleen Savage

being owner(s) of the property at: 1195 Clifton Rd. NE

hereby delegate authority to: Amanda Johnson

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

Signature of Owner(s): Kathleen B. Savage Date: 4/27/2026

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 via email. Some changes may fall within the scope of the existing approval, but others will require review by the preservation commission. **If work is performed that is not in accordance with the scope of work approved by the issued certificate, a Stop Work Order may be issued for the property and a new Certificate of Appropriateness will need to be obtained.**

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, a Certificate of Occupancy will not be issued. 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.

Please check the box below to confirm that the applicant has completed the following:

- ✓ Reviewed the information provided and understand the Certificate of Appropriateness process
- ✓ Reviewed the Historic Preservation Commission Meeting calendar
- ✓ Reviewed the appropriated design manual and guidelines for the historic district in which the subject property is located
- ✓ Reviewed the DeKalb County Tree Ordinance.
- ✓ Reviewed applicable zoning codes regarding lot coverage, garage sizes, stream buffers.

The applicant has completed the check list above and understands the process to obtain a Certificate of Appropriateness

1195 Clifton Road



Figure 1: Front view of house from Clifton Road

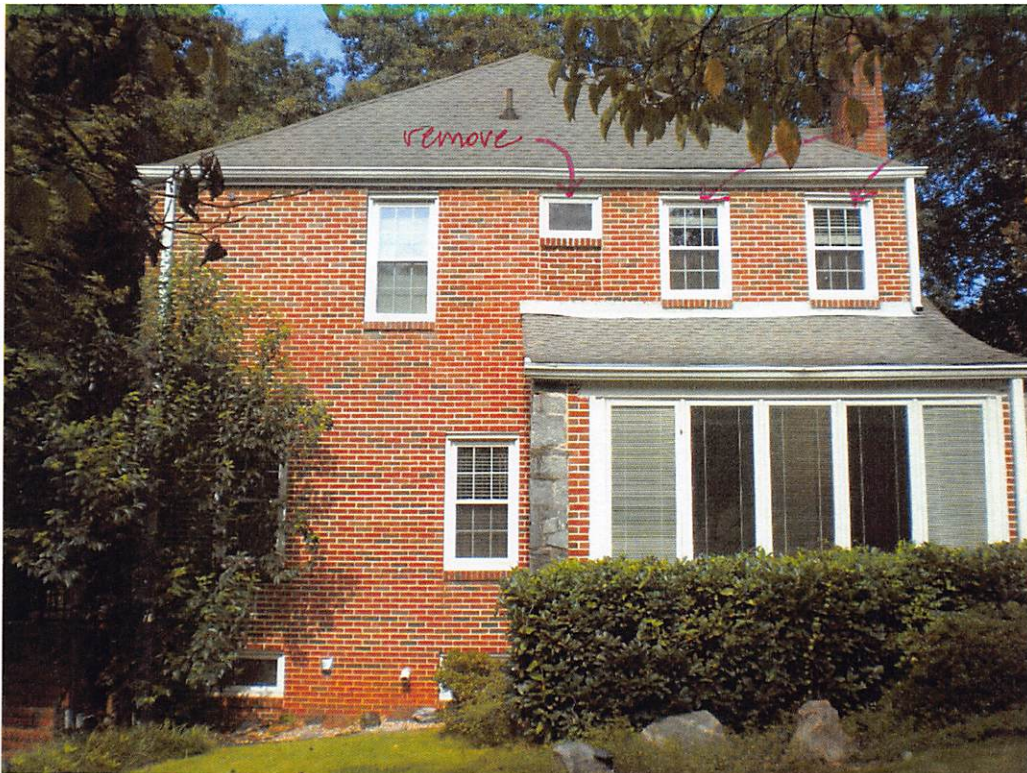


Figure 2: Side view of house from Ridgewood Drive showing two window sashes to be replaced and one window to be removed

Sash to
be replaced



Figure 3: Back kitchen window sash to be replaced



Sashes to
be replaced

Figure 4: Side kitchen window sashes to be replaced

SURVEY NOTES

1. STORM SEWER, SANITARY SEWER AND OTHER BURIED UTILITIES MAY HAVE BEEN PAVED OR COVERED OVER. THE LOCATION OF UNDERGROUND UTILITIES AS SHOWN HEREON ARE BASED ON ABOVE GROUND STRUCTURES. UNDERGROUND UTILITIES MAY VARY FROM LOCATIONS SHOWN HEREON. ADDITIONAL BURIED UTILITIES MAY BE ENCOUNTERED. PLEASE CALL ALL LOCAL UTILITY PROVIDERS AND OR 811 FOR FURTHER INFORMATION.



Know what's below.
Call before you dig.

2. SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SEARCH FOR EASEMENTS OF RECORD, ENCUMBRANCES, RESTRICTIVE COVENANTS, OWNERSHIP TITLE EVIDENCE, OR ANY OTHER FACTS THAT A CURRENT TITLE SEARCH MAY DISCLOSE.
3. THIS PLAT WAS PREPARED FOR THE EXCLUSIVE USE OF THE PERSON, PERSONS OR ENTITY NAMED HEREON. THIS PLAT DOES NOT EXTEND TO ANY UNNAMED PERSON, PERSONS, OR ENTITY WITHOUT THE EXPRESS RECERTIFICATION OF THE SURVEYOR NAMING SUCH PERSON, PERSONS OR ENTITY.
4. THE FIELD DATA UPON WHICH THIS PLAT IS BASED WAS GATHERED BY AN OPEN TRAVERSE AND HAS A CALCULATED POSITIONAL TOLERANCE OF 0.03 FEET. THIS PLAT HAS BEEN CALCULATED FOR CLOSURE AND IS FOUND TO BE ACCURATE WITHIN ONE FOOT IN 48,051 FEET. A GEOMAX ZOOM 90 SERIES ROBOTIC TOTAL STATION WITH CARLSON SURVEY 2 DATA COLLECTOR WERE USED IN THE COLLECTION OF FIELD DATA.
5. BEARINGS SHOWN WERE COMPUTED FROM ANGLES TURNED FROM A SINGLE MAGNETIC OBSERVATION.
6. THIS PROPERTY IS SUBJECT TO CURRENT ZONING REGULATIONS AND RESTRICTIONS.
7. ALL REBARS SET ARE 1/2" REBARS UNLESS OTHERWISE NOTED.
8. THE EXISTENCE, SIZE, AND LOCATION OF IMPERVIOUS BUFFERS ARE SUBJECT TO FINAL DETERMINATION BY THE LOCAL ISSUING AUTHORITY, CITY, OR COUNTY.

CURRENT ZONING INFORMATION

DEKALB COUNTY, GA. ZONING R-75
 MINIMUM LOT AREA = 10,000 SQ.FT.
 MINIMUM LOT WIDTH = 75 FEET
 MINIMUM LOT WIDTH AT FRONT SET BACK = 75 FEET
 MAXIMUM IMPERVIOUS LOT COVERAGE = 35%
 MINIMUM FRONT SET BACKS
 THROUGHFARES = 45 FEET
 ARTERIAL = 35 FEET
 COLLECTOR AND ALL OTHER STREETS = 30 FEET
 MINIMUM SIDE BACK = 7.5 FEET
 MINIMUM SIDE SET BACK ALONG STREET = SAME AS FRONT SET BACK
 MINIMUM REAR SET BACK = 40 FEET
 MINIMUM HEATED FLOOR AREA = 1,000 SQ.FT.
 MAXIMUM BUILDING HEIGHT = 35 FEET (MAIN BLDG.)
 MAXIMUM ACCESSORY BUILDING HEIGHT = 24 FEET
 ALL ZONING MATTERS MUST BE APPROVED BY DEKALB COUNTY PRIOR TO CONSTRUCTION.

LEGEND

E	DENOTES BUILDING LINE
P	DENOTES PROPERTY LINE
R/W	DENOTES RIGHT-OF-WAY
CL	DENOTES CENTERLINE
SC	DENOTES BACK OF CURB
C	DENOTES CURB
G	DENOTES GUTTER
EP	DENOTES EDGE OF PAVING
TW	DENOTES TOP OF WALL
BW	DENOTES BOTTOM OF WALL
X - X	DENOTES FENCE
RCP	DENOTES REINFORCED CONCRETE PIPE
CMP	DENOTES CORRUGATED METAL PIPE
PP	DENOTES POWER POLE
LP	DENOTES LIGHT POLE
GW	DENOTES GUY WIRE
P - P	DENOTES POWER LINE
PM	DENOTES POWER METER
PB	DENOTES POWER BOX
FO	DENOTES FIBER OPTIC
A/C	DENOTES AIR CONDITION
TB	DENOTES TELEPHONE BOX
GM	DENOTES GAS METER
GV	DENOTES GAS VALVE
GLM	DENOTES GAS LINE MARKER
WM	DENOTES WATER METER
WV	DENOTES WATER VALVE
FH	DENOTES FIRE HYDRANT
MW	DENOTES MONITORING WELL
HW	DENOTES HEADWALL
JB	DENOTES JUNCTION BOX
DI	DENOTES DROP INLET
S - S	DENOTES SANITARY SEWER LINE
SSMH	DENOTES SANITARY SEWER MANHOLE
CO	DENOTES CLEAN OUT
P.O.B.	DENOTES POINT OF BEGINNING
P.O.C.	DENOTES POINT OF COMMENCEMENT

EXISTING SITE PLAN
 SCALE: 1" = 20'-0"

REFERENCE MATERIAL

1. WARRANTY DEED IN FAVOR OF MASON Y. SAVAGE AND KATHLEEN SAVAGE DEED BOOK 26158 PAGE 571 DEKALB COUNTY, GEORGIA RECORDS

FLOOD NOTE

THIS PROPERTY IS NOT LOCATED IN A FEDERAL FLOOD AREA AS INDICATED BY F.I.R.M. OFFICIAL FLOOD HAZARD MAPS.

IMPERVIOUS CALCULATIONS

EXISTING IMPERVIOUS CONDITIONS
 HOUSE = 1,412± SQ.FT.
 CONCRETE DRIVEWAY = 2,161.7± SQ.FT.
 CONCRETE WALK = 212.9± SQ.FT.
 FRONT STEPS = 17.4± SQ.FT.
 STONE WALL = 1.3± SQ.FT.
 STONE WALL = 3.7± SQ.FT.
 CONCRETE PAD = 2.4± SQ.FT.
 AC PAD = 8.8± SQ.FT.
 AC PAD = 6.4± SQ.FT.
 O/H ROOM = 50.8± SQ.FT.
 ROCK WALL = 12.5± SQ.FT.
 STEPS = 19.5± SQ.FT.
 STEPS = 7± SQ.FT.
 GRAVEL = 63.2± SQ.FT.
 STONE WALL = 2.4± SQ.FT.
 STONE WALL = 2.2± SQ.FT.
 BLOCK WALL = 22.7± SQ.FT.
 TOTAL IMPERVIOUS AREA = 4,007± SQ.FT. OR 37.2%±



Michael R. Noles
 Georgia RLS #2646
 Member SAMSOG

SURVEYOR'S CERTIFICATE

This plat is a retracement of an existing parcel or parcels of land and does not subdivide or create a new parcel or make any changes to any real property boundaries. The recording information of the documents, maps, plats, or other instruments which created the parcel or parcels are stated hereon. RECORDATION OF THIS PLAT DOES NOT IMPLY APPROVAL OF ANY LOCAL JURISDICTION, AVAILABILITY OF PERMITS, COMPLIANCE WITH LOCAL REGULATIONS OR REQUIREMENTS, OR SUITABILITY FOR ANY USE OR PURPOSE OF THE LAND. Furthermore, the undersigned land surveyor certifies that this plat complies with the minimum technical standards for property surveys in Georgia as set forth in the rules and regulations of the Georgia Board of Regulation for Professional Engineers and Land Surveyors and as set forth in O.C.G.A. Section 15-6-67.

Michael R. Noles
 Michael R. Noles Georgia RLS No. 2646 9-11-19

NO.	REVISIONS	DATE



SURVEY FOR
 MASON SAVAGE

1195 CLIFTON ROAD
 ATLANTA, GEORGIA

TOTAL AREA= 0.247± ACRES
 OR 10,760± SQ. FT.

PART OF LOT 13 BLOCK "44"
 MAP OF
 DRUID HILLS

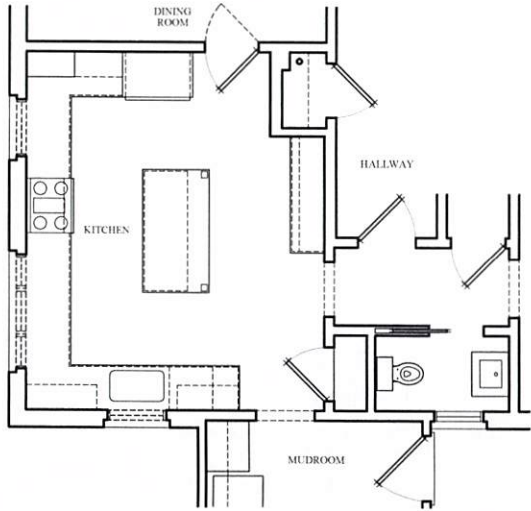
LAND LOT 3
 15TH DISTRICT
 DEKALB COUNTY
 GEORGIA

PLAT PREPARED: 9-11-19
 FIELD: 9-9-19 SCALE: 1"=20'

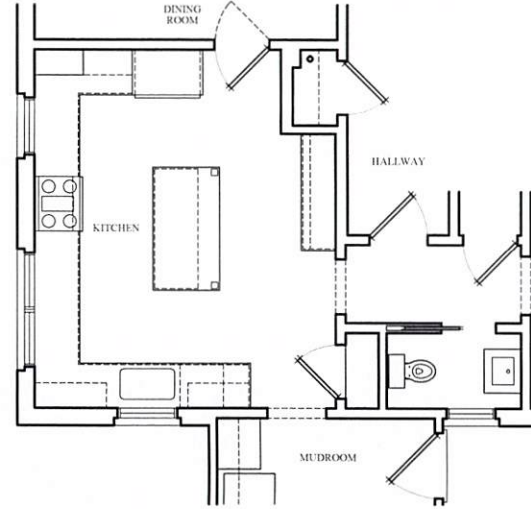
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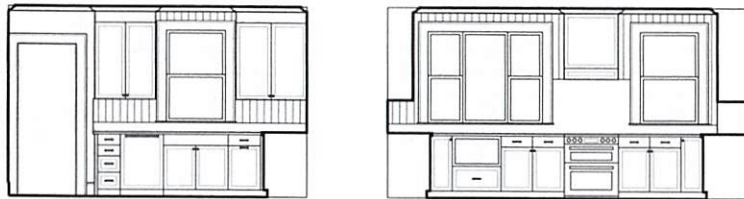
SCALE IN FEET



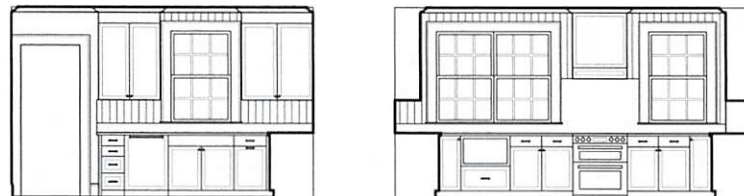
1 EXISTING KITCHEN FLOOR PLAN
SCALE: 1/4" = 1'-0"



2 PROPOSED KITCHEN FLOOR PLAN
SCALE: 1/4" = 1'-0"



3 EXISTING KITCHEN WINDOW SASHES
SCALE: 1/4" = 1'-0"



4 PROPOSED KITCHEN WINDOW SASHES
SCALE: 1/4" = 1'-0"

REVISIONS	BY

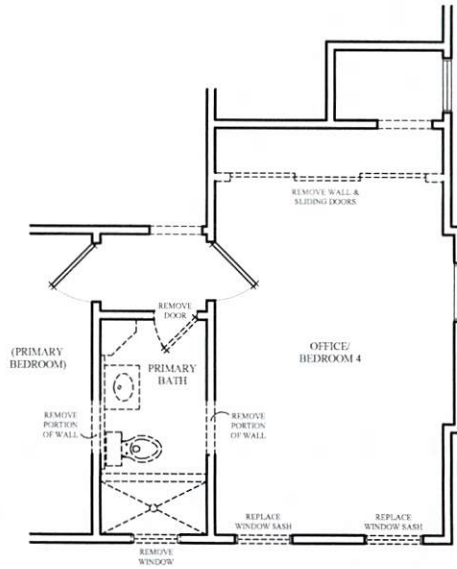


1830 DEKALB AVE.
ATLANTA, GA 30307
(404) 688-7665

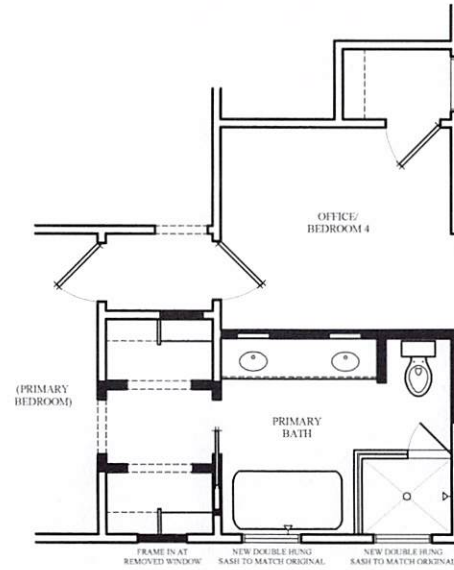
A Renovation to the:
SAVAGE RESIDENCE
1195 CLIFTON RD.
ATLANTA, GA 30307

DATE	5.6.2026
SCALE	AS SHOWN
DRAWN	AMI
JOB NO.	98618

A1



1 EXISTING PRIMARY BATH & OFFICE FLOOR PLAN
SCALE: 1/4" = 1'-0"



2 PROPOSED PRIMARY BATH & OFFICE FLOOR PLAN
SCALE: 1/4" = 1'-0"



3 PROPOSED PRIMARY BATH WINDOW SASHES
SCALE: 1/2" = 1'-0"

WALL LEGEND	
	EXISTING WALLS/ PARTITIONS TO REMAIN
	EXISTING WALLS/ STRUCTURE/ CABINETS TO BE REMOVED
	NEW WALLS/ PARTITIONS

REVISIONS	BY



1830 DEKALB AVE.
ATLANTA, GA 30307
(404) 688-7665

A Renovation to the:
SAVAGE RESIDENCE
1195 CLIFTON RD.
ATLANTA, GA 30307

DATE	3.6.2025
SCALE	AS SHOWN
DRAWN	AMH
JOB NO.	98618

A2