

Chief Executive Officer

DEPARTMENT OF PLANNING & SUSTAINABILITY

Director

Lorraine Cochran-Johnson

Juliana Njoku

Application for Certificate of Appropriateness

Date submitted: 08/21/2026

Date Received: _____

Address of Subject Property: 1168 Clifton Rd NE, Atlanta, Ga 30307

Applicant: AG Development Group, LLC c/o Anastasiya Arina

E-Mail: _____

Applicant Mailing Address: _____

Applicant Phone: _____

Applicant's relationship to the owner: Owner ☐

Architect ☐

Contractor/Builder ☒

Other ☐

Owner(s): Neil Shah

Email: _____

Owner(s): Chanchan Liu

Email: _____

Owner(s) Mailing Address: 1168 Clifton Rd NE, Atlanta, Ga 30307

Owner(s) Telephone Number: _____

Approximate date of construction of the primary structure on the property and any other structures affected by this project: 9/30/2026

Nature of work (check all that apply):

New construction ☐

New Accessory Building ☐

Other Building Changes ☐

Demolition ☐

Landscaping ☐

Other Environmental Changes ☐

Addition ☒

Fence/Wall ☐

Other ☐

Moving a Building ☐

Sign Installation ☐

Description of Work:

Enclose the existing rear deck, as shown on the plans, to create a new interior office space. The measurements are The proposed addition will utilize exterior brick matching the existing residence. The roof will match the existing waiting room roof in both material and appearance. Two new windows will be installed using the same material, style, and appearance as the existing waiting room windows. The proposed addition will be designed to be compatible with the existing structure in scale, proportion, materials, and architectural character.

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 pyjennings@dekalbcountyga.gov. An incomplete application will not be accepted.**

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: Nemil Shah & Chanchan Liu

being owner(s) of the property at: 1168 Clifton Rd NE, Atlanta, Ga 30307

hereby delegate authority to: AG Development Group, LLC

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

Signature of Owner(s): _____

Date: 08/21/2026

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 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.

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: Nemil Shah & Chanchan Liu
being owner(s) of the property at: 1168 Clifton Rd NE, Atlanta, Ga 30307
hereby delegate authority to: AG Development Group, LLC
to file an application for a certificate of appropriateness in my/our behalf.

Signature of Owner(s): Chan Chan Liu
Date: 08/21/2026 Nemil Shah

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.

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08/21/2026

RE: Certificate of Appropriateness Application – Rear Addition / Office Conversion

Dear DeKalb County Historic Preservation Commission,

Please accept this letter as part of our application for a Certificate of Appropriateness for the proposed improvements to the property located at **1168 Clifton Rd NE, Atlanta, Ga 30307**.

The proposed project consists of enclosing the existing rear deck, as shown on the accompanying plans, and converting the space into an interior office. The addition will be designed to complement the existing structure and maintain the architectural character of the property.

The exterior façade of the enclosed addition will utilize brick to match the existing brick on the residence. The roof will match the existing waiting room roof in both material and appearance, using shingles. Two new windows are proposed and will match the existing windows at the waiting room in material, style, and appearance.

The intent of the project is to create additional functional interior office space while maintaining compatibility with the existing building. Care will be taken to ensure that the proposed addition is consistent with the existing structure in terms of materials, scale, proportions, and overall appearance.

Enclosed with this application are the proposed plans, elevations, photographs, and supporting materials for the Commission's review.

We respectfully request the Commission's consideration and approval of the proposed improvements. Please feel free to contact us if any additional information or documentation is required.

Thank you for your time and consideration.

Sincerely,

Anastasiya Arina
AG Development Group, LLC

