

Chief Executive Officer
Lorraine Cochran-Johnson

DEPARTMENT OF PLANNING & SUSTAINABILITY

Interim Director
Cedric W. Hudson, MCRP

Application for Certificate of Appropriateness

Date submitted: 09/18/2026

Date Received: _____

Address of Subject Property: 1380 Emory Rd

Applicant: William Witherspoon

E-Mail: wwitherspoon51@gmail.com

Applicant Mailing Address: _____

Applicant Phone: _____

Applicant's relationship to the owner: Owner ☒

Architect ☐

Contractor/Builder ☐

Other ☐

Owner(s): William WITHERSPOON

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: 05/25

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:

We are planning our ADU Garage which replaces the old garage. Plans are included and the garage will maintain a similar look to the home. This will include my home office and additional bedrooms. The garage uses the existing garage site without disturbing the landscape existing. Fences will be replaced over the course of the project and a driveway gate is to be added to enclose the yard for our pets.

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 pjennings@dekalbcountyga.gov. An incomplete application will not be accepted.

Signature of Applicant: _____





404.371.2155 (o)
DeKalbCountyGa.gov

Government Services Center
178 Sams Street
Decatur, GA 30030

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DEPARTMENT OF PLANNING & SUSTAINABILITY

Director
Juliana A. Njoku

BUILDING PERMIT APPLICATION

Date: 09/11/2026

Shaded area for office use Building Permit Number	Check Applicable Type: ☐ Non-Residential ☐ Residential ☐ Apartment ☐ Condo Stack Flats ☐ Condo Townhouse ☐ Townhouse Fee Simple
	(This area is shaded for office use only. It is not to be used for project information.)

PROJECT NAME / TENANT NAME / SUBDIVISION NAME	LDP NUMBER	NUMBER OF UNITS
1380 Emory Rd Gar		

PROJECT ADDRESS 1380 Emory Rd			City Atlanta		State GA		Zip 30306		
Building #		Floor #		Apt #		Suite #		Lot #	

CONTRACTOR ■ Property Owner ■ To Be Determined ■ State of Ga Licensed Contractor ■ Specialty Contractor			
Contractor's Name			
Company Name			
Address			
Phone		Mobile Fax	
Email		Business License Number	
Individual / Authorized Agent's State License #		Company's State License #	

Type of Work: ☐ New ☐ Addition ☐ Alteration ☐ Repair ☐ Fire Damage ☐ Demo ☐ Exterior Work ☐ Driveway ☐ Other		Estimated Cost \$ 90,000
Please provide a full description of work: Garage Addition with 1000 sq ft above existing Garage footprint for this build.		
Construction Type: ☐ IA ☐ IIA ☐ IIIA ☐ IB ☐ IIB ☐ IIIB ☐ IV ☐ VA ☐ VB		Occupancy Classification: RE

Total Square Footage Include only areas pertaining to this scope of work. This should be a combined total of all of the items below (if applicable). 2600			
Finished Floor Area Primary Structure _____ Finished Basement _____	Unfinished Area Attic _____ Basement _____	Garage 2600 Detached garages require separate permits	Outdoor Areas Deck _____ Porch _____ Patio _____

Indicate additional permits required to complete this job ☐ Mechanical ☐ Electrical / Low Voltage ☐ Plumbing ☐ Other ☐ None	Is there a sprinkler system? ☐ Yes ☐ No	Sanitary Facilities ☐ Septic ☐ Sewer	Elevators ☐ Yes ☐ No
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# of Stories 2	# Total Rooms 5	# Bathrooms/Restrooms 1	# Kitchens 1	# Bedrooms 2
Exterior Finish Materials Hardboard/Brick		Roofing Materials Asphalt/Shingle		

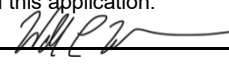
Setbacks: Front 40 Rear 40 Left 10 Right 10	Impervious Area (Square Feet) 1600	Lot Size: 8 acres Easement: ☐ Yes ☐ No
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THIS SECTION IS FOR NON RESIDENTIAL APPLICANTS ONLY ADULT ENTERTAINMENT ESTABLISHMENT means a business or establishment where persons, employees, or patrons appear nude or in such attire, costume or clothing as to expose specified anatomical areas or engage in specified sexual activities, including, but not limited to, adult bookstores, adult businesses, adult motion picture theaters; adult mini-motion picture theaters, adult motion picture arcades; adult video stores, erotic entertainment/dance establishments; escort bureaus, introduction services. "Adult entertainment establishment" shall not include a traditional or mainstream establishment, which means a theater, movie theater, concert hall, museum, educational institution, or similar establishment which regularly features live or other performances or showing which are not distinguished or characterized by an emphasis on the depiction, display, or description or featuring is incidental to the primary purpose of any performance. Is this business an adult establishment as defined above by the DeKalb County Code, or does it offer any form of adult entertainment? ☐ Yes ☐ No
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****Note: Only the Property Owner, Architect, Engineer, or General Contractor should sign this application. EXCEPTION: If a tenant is applying to move into a commercial space, the tenant may sign. Authorized Agents may also sign, when an Authorized Permit Agent Form is completed on behalf of a State of Georgia licensed contractor. Before signing, please carefully read the statements below.**

I, William Winterspoon, do solemnly swear that the information on this application is true, and that no false or misleading statement is submitted herein to obtain a Building Permit or Certificate of Occupancy. I understand that if I provide false or misleading information in this application I may be subject to criminal prosecution and/or immediate revocation of any Building Permit or Certificate of Occupancy issued as a result of this application. I understand that I must comply with all County ordinances and regulations. I hereby agree to provide any clearance(s) and/or inspection report(s) required prior to the issuance of a Permit or Certificate of Occupancy.

I further agree that I shall be responsible from the date of this permit, or from the time of the beginning of the first work, whichever shall be earlier, for all injury or damage of any kind resulting from this work, whether from basic services or additional services, to persons or property. I agree to exonerate, indemnify and save harmless the County from and against all claims or actions, and all expenses incidental to the defense of any such claims, litigation, and actions, based upon or arising out of damage or injury (including death) to persons or property caused by or sustained in connection with any work performed under the Building Permit issued as a result of this application.

Signature 

Total Minimum Fees \$245 (\$195 Minimum Permit Fee; \$50 Certificate of Occupancy or Certificate of Completion). Some commercial projects require Fire Review & Inspection Fees (\$100 Fire Life Safety Review; \$100 Fire Site Review; \$100 Fire Inspection). Please note that additional fees may apply depending on the type of permit being submitted. Please contact us at (404) 371-2155 for the calculation of fees or refer to our fee schedule located at www.dekalbcountyga.gov/planning-and-sustainability/planning-sustainability

Chief Executive Officer
Lorraine Cochran-Johnson

DEPARTMENT OF PLANNING & SUSTAINABILITY

Director
Juliana A. Njoku

ENVIRONMENTAL REQUIREMENTS FOR BUILDING PERMITS

The following environmental measures must be in place before permits will be issued.

1. Erosion control measures shall be adequate to protect saved trees on site, state waters, intermediate regional floodplain, drainage systems, required buffers, and adjacent properties, including county or state right-of- ways. ALL EROSION CONTROL MEASURES ARE TO BE INSTALLED AND MAINTAINED AT ALL TIMES UNTIL FINAL LANDSCAPING.
2. All required buffers and floodplains shall be clearly demarcated using sediment barriers and/or tree protection fencing. All state waters, buffers, and floodplains shall have a double row of type "C" silt fence along entire limits.
3. Tree protection fencing will be installed prior to any land disturbing activities, and maintained until final landscaping. No parking, storage, or other construction activities to occur within tree protection areas. Removal or damaged trees designated as save will result in a court summons and will require recompense with 4 inch caliper trees (number to be determined per incident).
4. Tree protection fence will be installed in such a way to adequately protect the critical root zone of all saved trees. Critical root zone means an area of root space that is within a circle circumscribed around the trunk of a healthy tree using a radius of one (1) foot per once (1) of a DBH. Exceptions to strict adherence may be made with prior approval from Environmental Plans Review & Inspections.
5. Prior issuance of the Certificate of Occupancy (CO), all disturbed areas will have a minimum of 90 vegetative cover using sod or other approved landscape materials. Coverage will be determined by viewing any square yard on site.
6. Site is to comply with the requirements of the tree ordinance. Cal (4047) 371-4913 for the Environmental Development Inspector at least 72 hours prior to requesting a Certificate of Occupancy.
7. No finished grade on the lot shall exceed 3:1 slope without prior approval.
8. No trash, building debris, or construction waste will be buried inadvertently on any building site.

I acknowledge that I have received and will comply with the requirements listed above, or a court summons and/or a stop work order can be issued.

SIGNATURE  DATE 4/28/2026

PRINTED NAME William Witherspoon

SITE ADDRESS 1380 Emory Rd Atlanta GA, 30306

Decision of the DeKalb County Historic Preservation Commission

Name of Applicant: William Witherspoon

Address of Property: 1380 Emory Road

Date(s) of hearing if any: May 19, 2025

Case Number: 1247564

☒ **Approved** ☐ **Denied** ☐ **Deferred**

Approval: The Historic Preservation Commission, having considered the submissions made on behalf of the applicant and all other matters presented to the Preservation Commission finds that the proposed change(s) will not have a substantial adverse effect on the aesthetic, historic, or architectural significance and value of the historic district and hereby approves the issuance of a certificate of appropriateness.

Any conditions or modifications are shown below.

☒ Pursuant to Code of DeKalb County, § 13.5-8(3), the Preservation Commission has considered the historical and architectural value and significance; architectural style; scale; height; setback; landscaping; general design; arrangement; texture and materials of the architectural features involved and the relationship of such texture and materials to the exterior architectural style; pertinent features of other properties in the immediate neighborhood, as prescribed generally by county code and specifically by the district design guidelines.

☒ This application relates to an existing building, pursuant to the authority granted to the Preservation Commission by Code of DeKalb County, § 13.5-8(3), the Preservation Commission has also used the Secretary of the Interior's Standards for the Treatment of Historic Properties with Guideline for Preserving, Rehabilitating, Restoring and Reconstructing Historic Buildings therein as guidelines. The Preservation Commission finds that all relevant guidelines have been met.

Additional pertinent factors:

Replace the existing wood windows on a historic house.

Application is approved with conditions or modifications ☒ /without conditions or modifications ☐

Conditions or modifications (if applicable):

The applicant may replace the windows located on the side and rear elevations of the property; however, the windows on the front façade of the house should be retained and repaired if possible and only replaced if the windows cannot be repaired, in accordance with Guideline 6.1.4. In accordance with Guideline 6.1.4, the windows are replaced with either wood or a composite material to match the original windows.

Denial: The Preservation Commission has determined that the proposed material changes in appearance would have a substantial adverse effect on the aesthetic, historic or architectural significance and value of the historic property or the historic district ☐ / or, the applicant has not provided sufficient information for the Preservation Commission to approve the application ☐. Specifically, the Preservation Commission finds as follows:

Deferral: The Preservation Commission has deferred action on this application for the following reasons:

The application will be re-heard by the Historic Preservation Commission at its meeting on

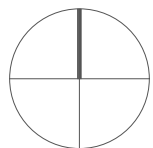
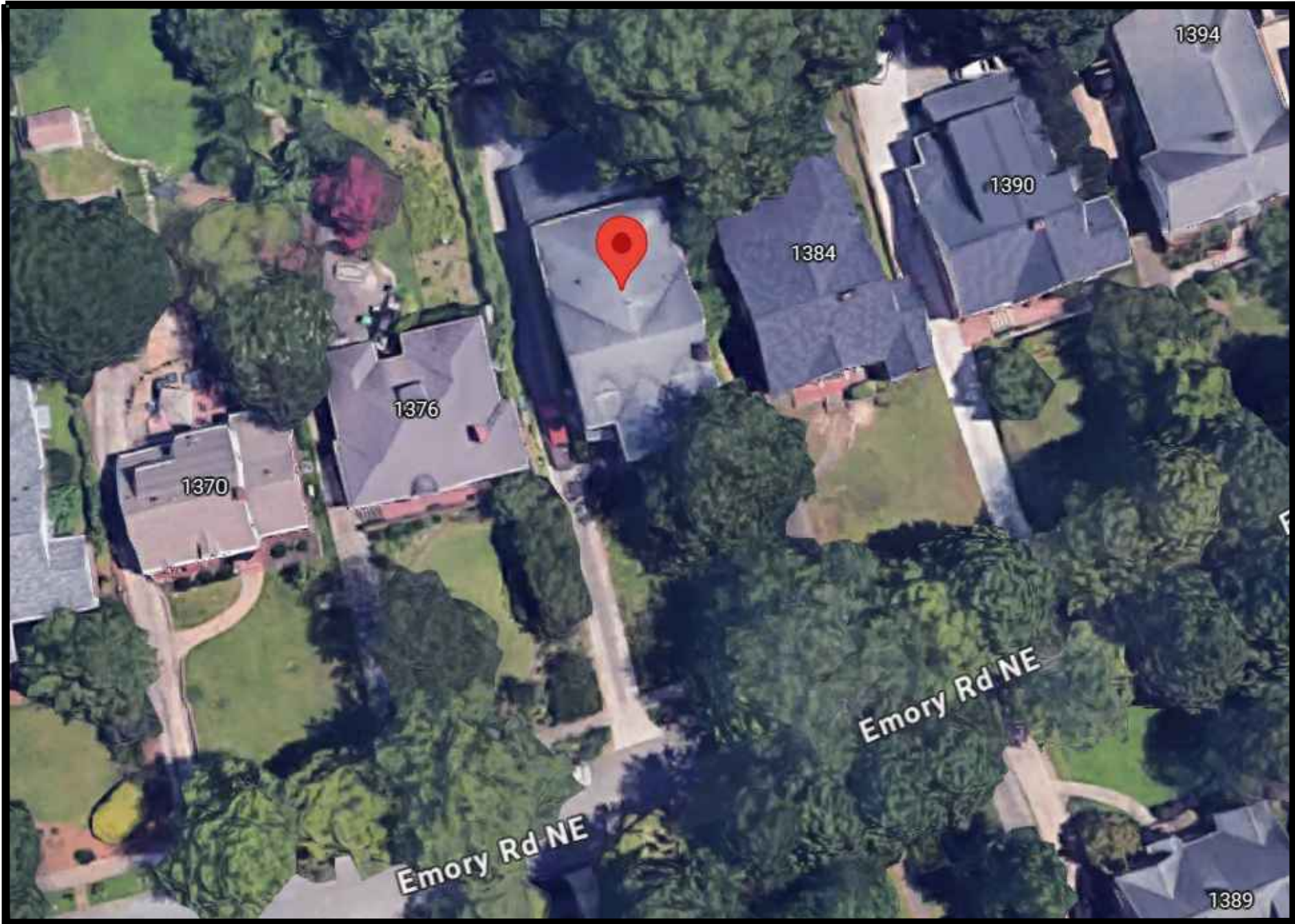
Date: May 23, 2025

Signature: 
**Chair, DeKalb County
Historic Preservation Commission**

May 23, 2025

28X41 GARAGE & ADU

1380 EMORY RD NE
ATLANTA GEORGIA 30306, EE. UU.



LOCATION PLAN- CONTEXT AERIAL VIEW

GENERAL NOTES

- ALL WORK SHALL COMPLY WITH LOCAL ORDINANCES AND STATE LAWS.
- ALL PUBLIC IMPROVEMENTS SHALL BE MADE IN ACCORDANCE WITH THE LATEST ADOPTED CITY STANDARDS.
- ALL MECHANICAL, PLUMBING, AND ELECTRICAL EQUIPMENT SHALL BE ANCHORED AND SEISMICALLY BRACED PER CODE.
- DIMENSIONS ON WORKING DRAWINGS GOVERN. DO NOT SCALE DRAWINGS.
- ALL TYPICAL DETAILS SHALL APPLY UNLESS NOTED OTHERWISE. THE DETAILS REFLECT THE DESIGN INTENT FOR TYPICAL CONDITIONS. THE CONTRACTOR SHALL VERIFY ALL FIELD CONDITIONS AND SHALL INCLUDE, IN HIS SCOPE, THE COST FOR COMPLETE FINISHED INSTALLATION, INCLUDING ANOMALIES, OF ALL TRADES.
- ALL CONTRACTORS SHALL THOROUGHLY REVIEW CONTRACT DOCUMENTS AND SITE CONDITIONS PRIOR TO PROCEEDING WITH WORK PRIOR TO BIDDING. CONTRACTOR SHALL NOTIFY THE OWNER AND ARCHITECT OF ANY CONDITIONS WHICH ARE NOT COVERED IN THE CONTRACT DOCUMENTS. DURING CONSTRUCTION, CONTRACTORS SHALL NOTIFY THE OWNER AND SEEK CLARIFICATION IF ANY DISCREPANCIES ARE FOUND. CONTRACTORS SHALL BE RESPONSIBLE FOR REMEDIAL WORK IF RELATED WORK IS AFTER A DISCREPANCY IS IDENTIFIED.
- CONTRACTOR SHALL BE RESPONSIBLE FOR VERIFYING THAT MATERIALS, LABOR, INSTALLATION, ETC., CONFORMS TO THE CODES AND REQUIREMENTS OF LOCAL GOVERNING AGENCIES.
- NO WORK SHALL COMMENCE WITH UNAPPROVED MATERIALS, ANY WORK DONE WITH UNAPPROVED MATERIALS AND EQUIPMENT IS AT THE CONTRACTORS RISK.
- CONSTRUCTION MATERIALS STORED ON THE SITE SHALL BE PROPERLY STACKED AND PROTECTED SO AS TO PREVENT DAMAGE OR DETERIORATION UNTIL USED, FAILURE IN THIS REGARD MAY BE CAUSE FOR REJECTION OF MATERIAL AND/OR WORK
- FINISHES AND CONSTRUCTION SHALL BE PROTECTED BY THE CONTRACTOR FROM POTENTIAL DAMAGE CAUSED BY CONSTRUCTION ACTIVITY. DAMAGE TO FINISHES OR CONSTRUCTION CAUSED IN THIS MANNER SHALL BE REPAIRED OR REPLACED (OWNERS I ARCHITECTS DECISION BY CONTRACTOR WITH IDENTICAL MATERIAL AND/OR FINISHES
- ALL CONTRACTORS SHALL REMOVE TRASH AND DEBRIS RESULTING FROM THEIR WORK ON A DAILY BASIS, PROJECT SITE SHALL BE MAINTAINED IN A CLEAN AND ORDERLY CONDITION
- CONTRACTOR TO FIELD VERIFY "AS-BUILT" CONDITIONS AND NOTIFY THE ARCHITECT IF THEY VARY SUBSTANTIALLY FROM THOSE SHOWN.

SITE DETAILS

PROJECT NAME	28X41 GARAGE& ADU
ADDRESS	1380 EMORY RD NE ATLANTA GEORGIA 30306, EE. UU.
BUILDING OCCUPANCY GROUP	RESIDENTIAL R-1
TYPE OF CONSTRUCTION	VB
SPRINKLERS	NO
STORIES	1
HEIGHT	32'-6 1/8"
LOT SIZE	16,596.62 SQ FT
FLOOR AREA	2,103.63 SQ FT

DRAWING INDEX

- A.0 - SITE PLAN.
- A.1 - FLOOR PLANS (MAIN, UPPER AND ROOF PLAN)
- A.2 - ELEVATIONS (FRONT, RIGHT, REAR AND LEFT)
- A.3 - SECTION A-A AND SECTION B-B

SCOPE OF WORK

- 2,103 SQ. FT. GARAGE/P CONVERSION TO ADU: 2 BEDROOMS, 1 OFFICE, LIVING, DINING, KITCHEN, BATH, AND CLOSET.



www.theantree.com

CLIENT/OWNER:

07-MAR26-AR

PROJECT:

28x41 GARAGE & ADU

1380 EMORY RD NE ATLANTA GEORGIA 30306

DESCRIPTION:

COVER SHEET

DRAWING VERSION

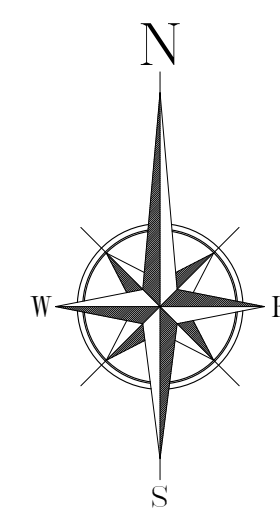
DATE: DRAWN

03-26

SCALE:

SHEET:

C.S.



GENERAL NOTES

1. REFER TO FRAMING PLAN TO DETERMINE WHICH WALLS ARE LOAD BEARING, JOIST LAYOUT AND WHERE BEAMS ARE TO BE LOCATED.
2. THESE DRAWINGS, ALONG WITH THE SPECIFICATIONS REPRESENT A PORTION OF THE AGREEMENT BETWEEN THE OWNER AND THE ARCHITECT.
3. IT IS RESPONSIBILITY OF THE CONTRACTOR TO VERIFY THAT THE CONTRACT DOCUMENTS INCLUDING THE DRAWINGS AND SPECIFICATIONS ARE CORRECT PRIOR TO COMMENCING WORK AT THE SITE.
4. VERIFY ALL EXISTING CONDITIONS AND INFORM ARCHITECT OF ANY DISCREPANCY
5. DO NOT SCALE OFF DRAWINGS; USE DIMENSIONS ONLY. IF IN QUESTION CALL THE ARCHITECT.
6. CONTRACTOR SHALL PROVIDE A FLOOR DRAIN IN ANY UTILITY ROOM AND MECHANICAL ROOM, REGARDLESS OF WHETHER INDICATED ON THE DRAWINGS.
7. UNLESS NOTED OTHERWISE, ALL DIMENSIONS ARE TO FACE OF MASONRY OR FACE OF STUD.
8. ROUGH CARPENTER TO REVIEW ALL ARCHITECTURAL SHEETS FOR CLEAR UNDERSTANDING OF WORK.
9. SEE GENERAL NOTES, SPECIFICATIONS MANUAL, AND STRUCTURAL PLANS FOR ADDITIONAL FRAMING INFORMATION.
10. VERIFY ALL ROUGH OPENING SIZE FOR WINDOWS AND DOORS WITH MANUFACTURER.

01 SITE PLAN

SCALE: 1/16" = 1'-0"



www.theantree.com

CLIENT/OWNER:

07-MAR26-AR

PROJECT:

28x41 GARAGE & ADU

1380 EMORY RD NE ATLANTA GEORGIA 30306

DESCRIPTION:

SITE PLAN

DRAWING VERSION

DATE: DRAWN

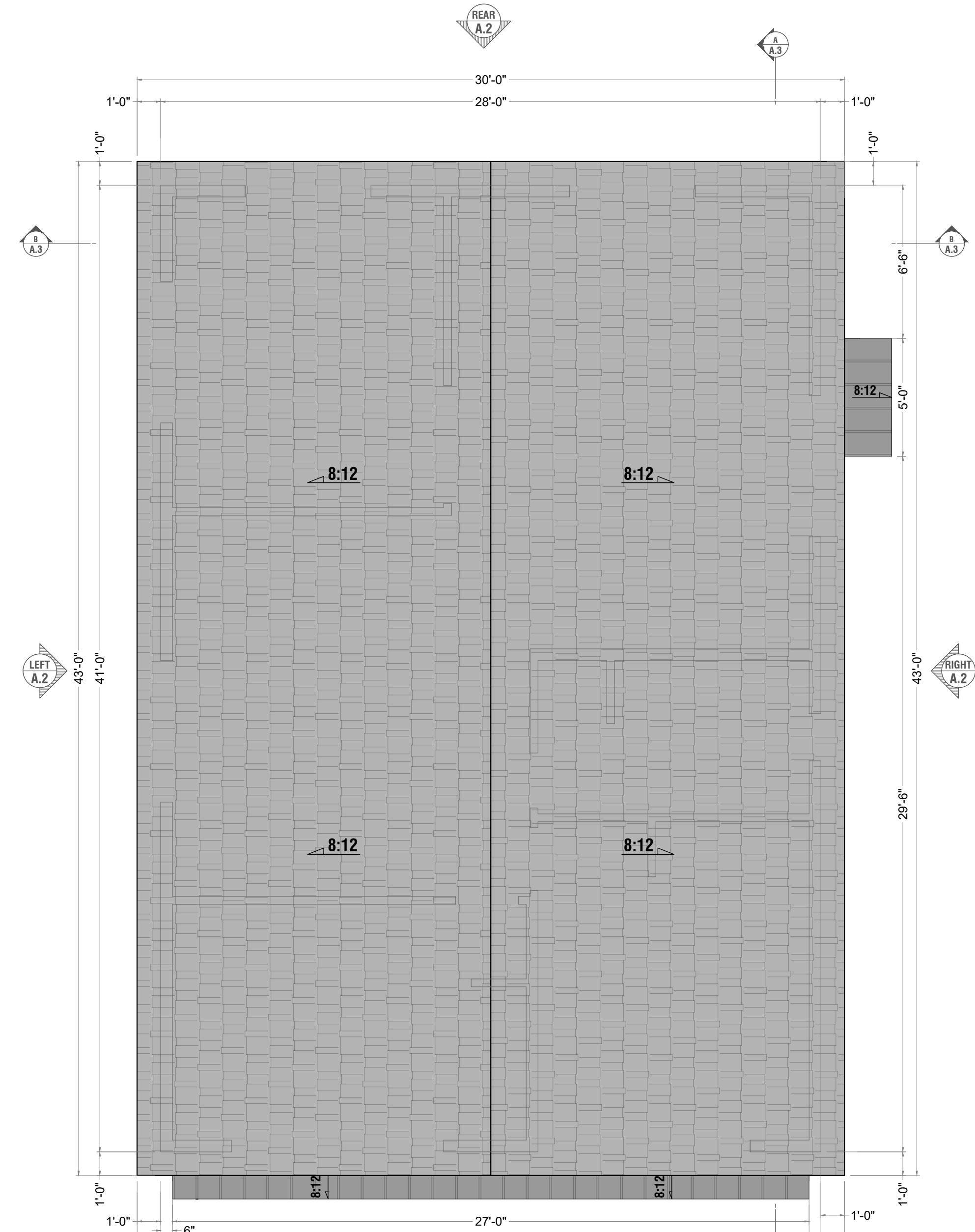
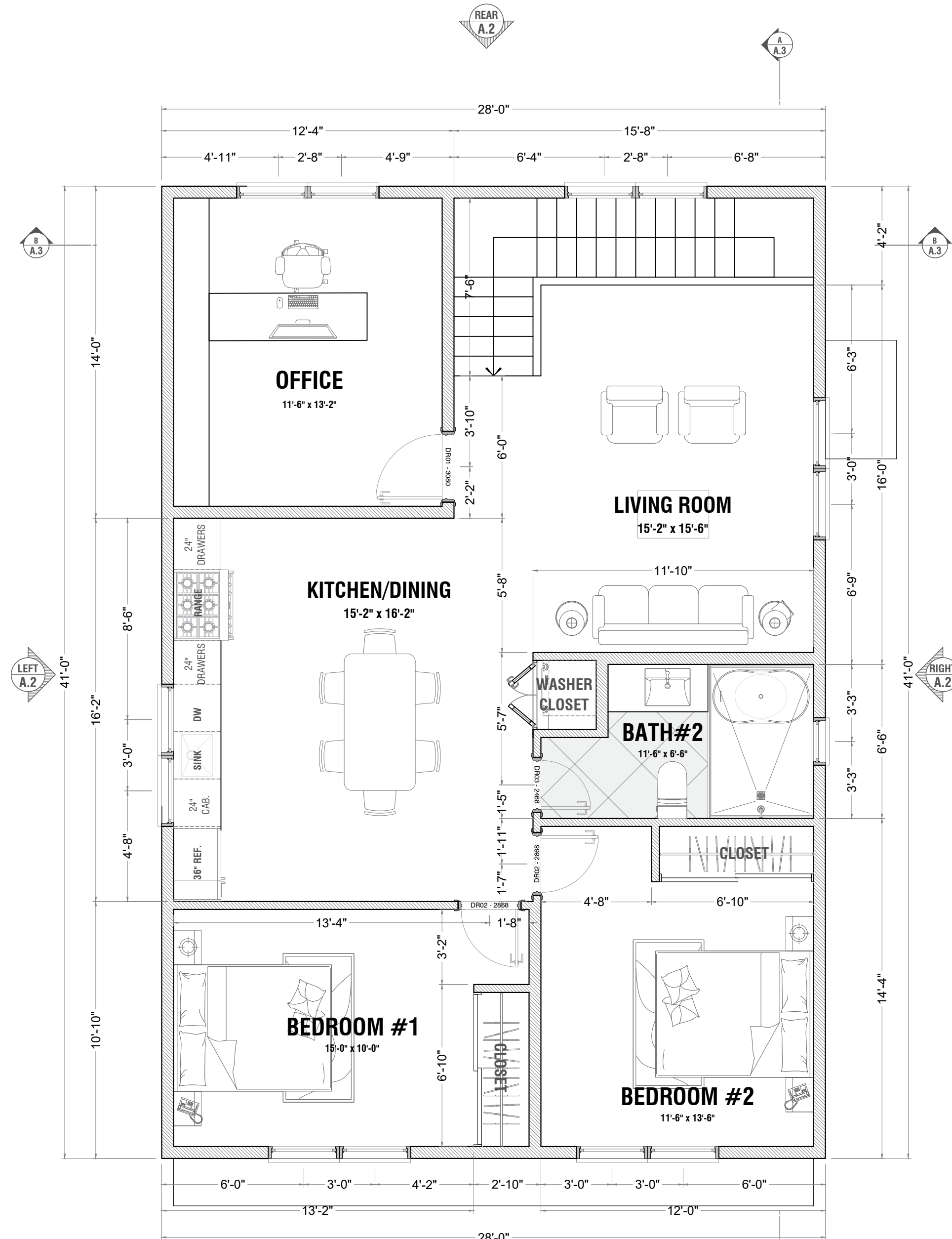
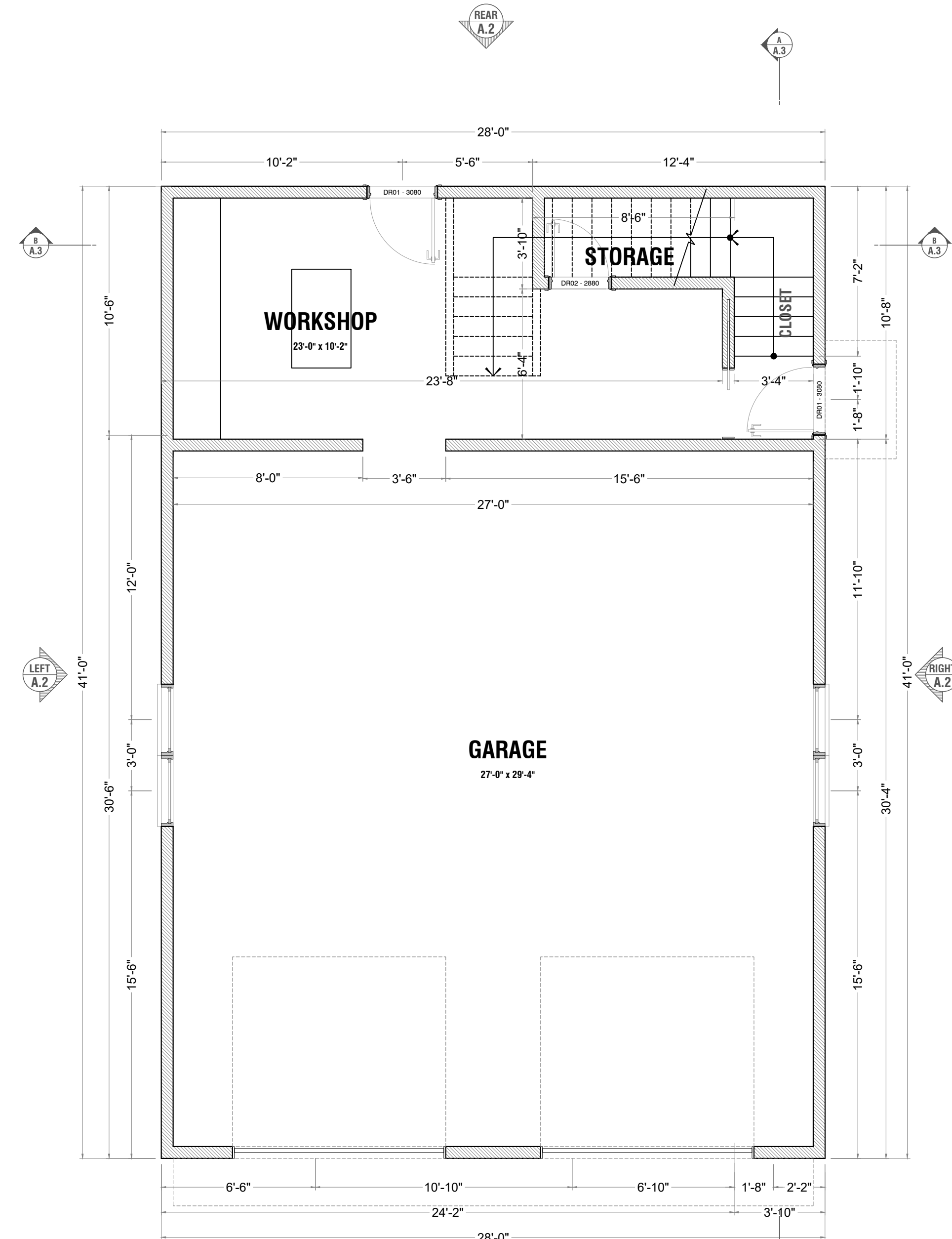
03-26

SCALE: 1/16" = 1'-0"

SHEET:

A.0

ARCH Full Bleed D (36.00 X 24.00 Inches)



AREA CALCULATION		
MAIN FLOOR		
FINISHED MAIN FLOOR	1,147.91 S.F.	
GARAGE	849.15 S.F.	
WORKSHOP	217.88 S.F.	
STAIRS	80.88 S.F.	
UPPER FLOOR		
FINISHED UPPER FLOOR	955.72 S.F.	
ADU	1,068.66 S.F.	
STAIRS	79.33 S.F.	
TOTAL FINISHED	2,103.63 S.F.	

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GENERAL NOTES

28x41 GARAGE & ADU

1380 EMORY RD NE ATLANTA GEORGIA 30306

PROJECT:

ELEVATION

FRONT, RIGHT, REAR AND LEFT

DESCRIPTION:

DRAWING VERSION

DATE: DRAWN

03-26

SCALE: 1/4" = 1'-0"

SHEET:

A.2

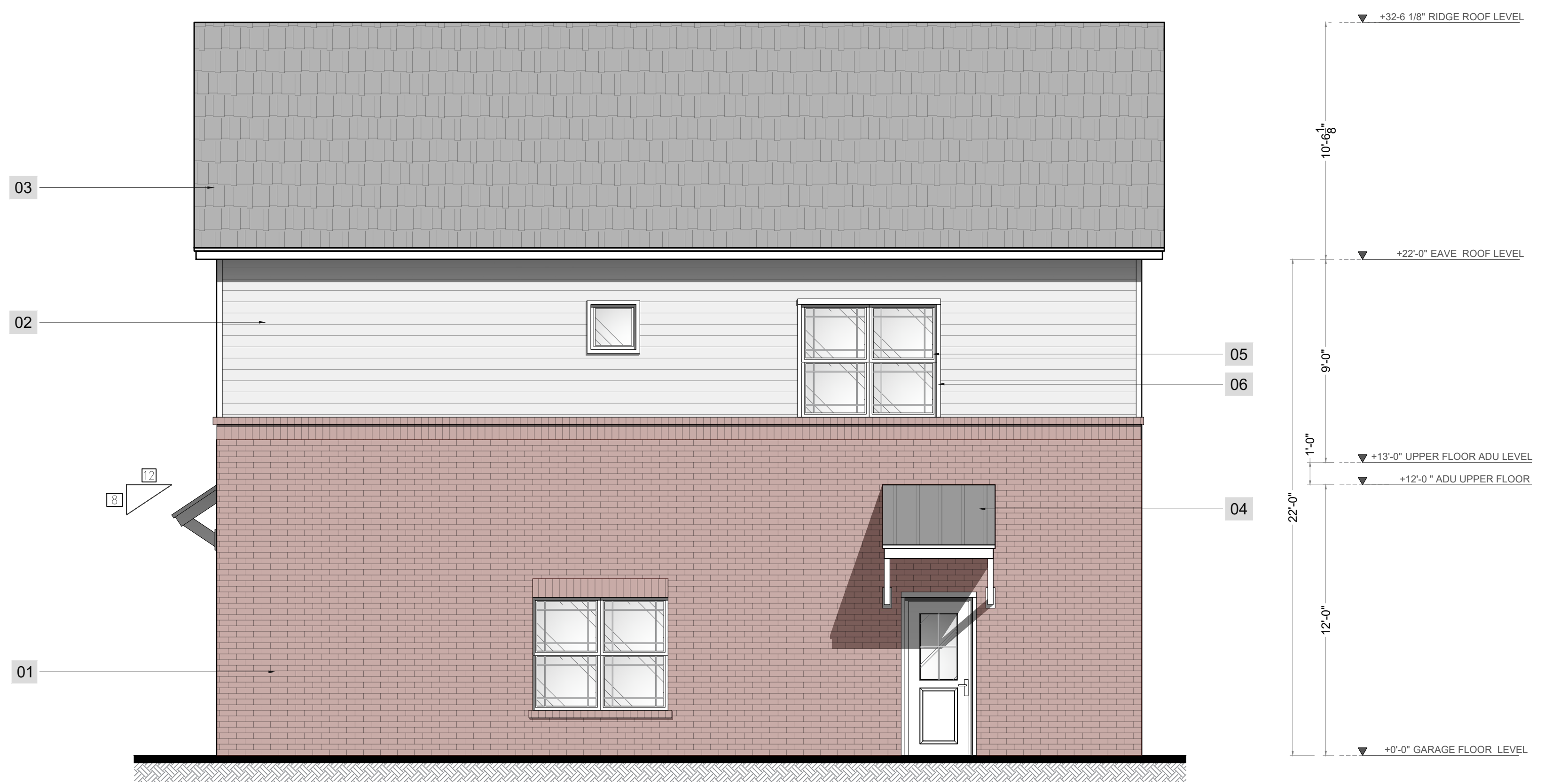
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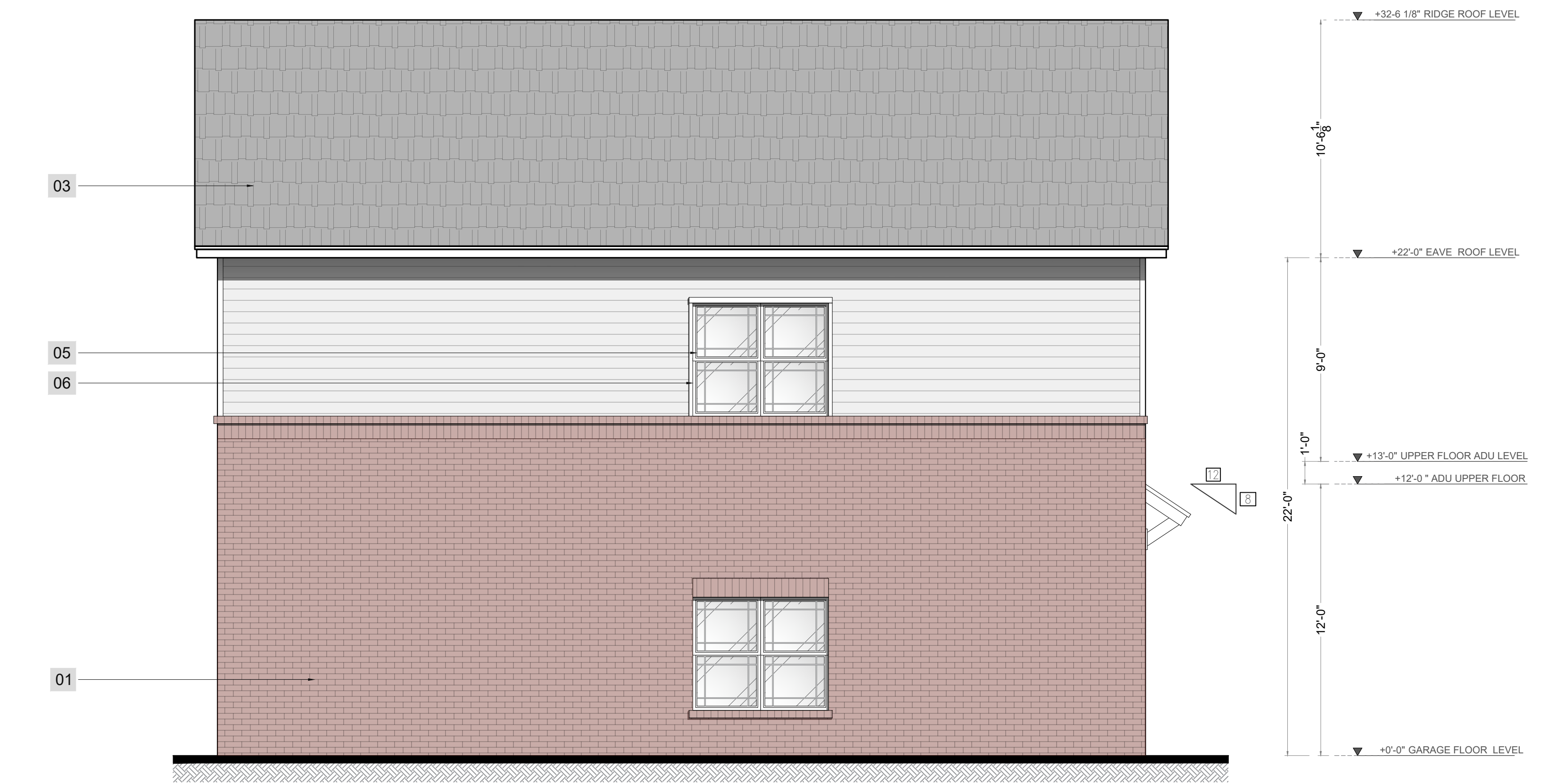
01 FRONT ELEVATION
SCALE: 1/4" = 1'-0"



03 REAR ELEVATION
SCALE: 1/4" = 1'-0"



02 RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



04 LEFT ELEVATION
SCALE: 1/4" = 1'-0"

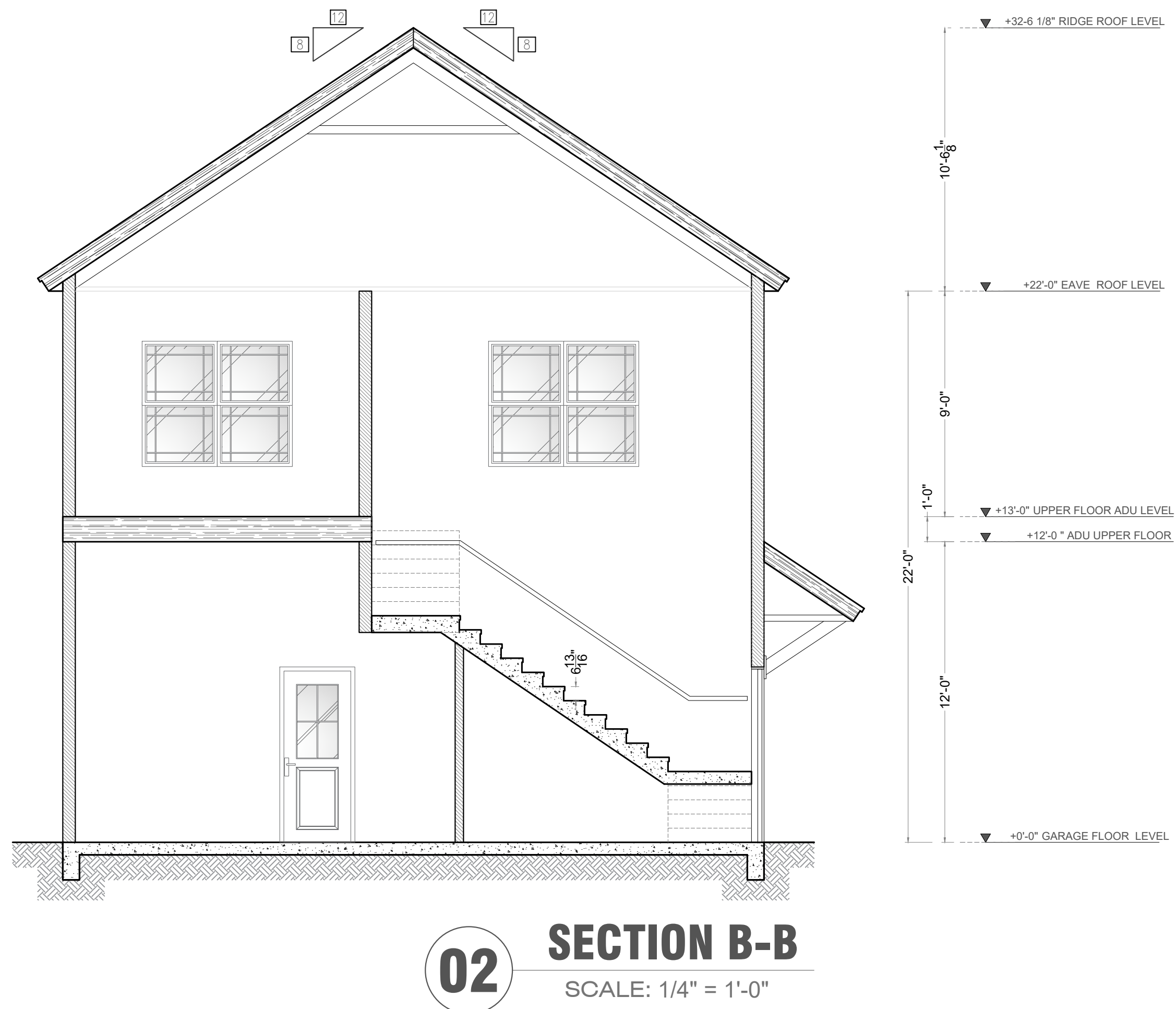
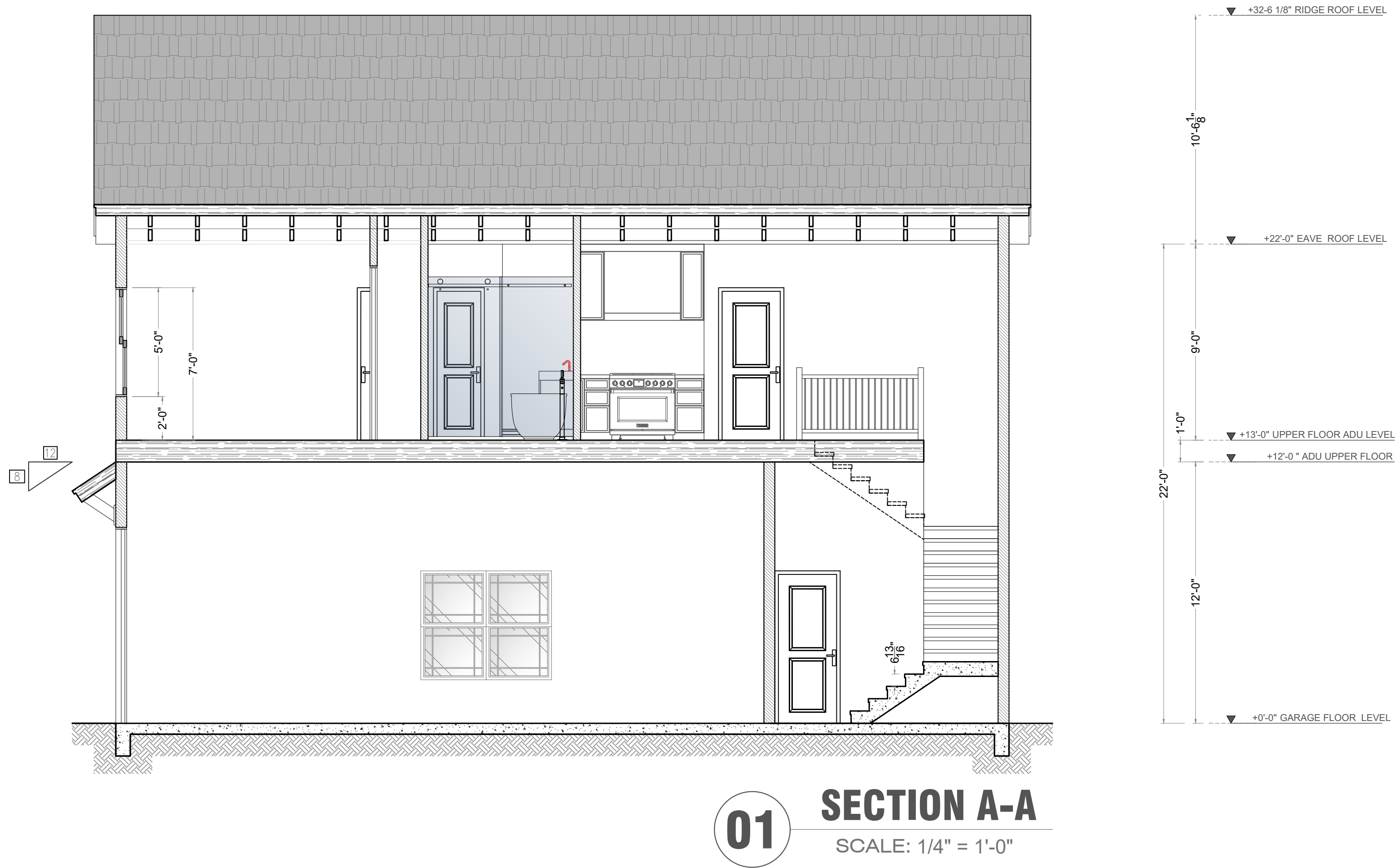
ELEVATIONS NOTES

- 1 BRICK
- 2 SW ALABASTER WHITE LAP SIDING
- 3 DARK GRAY SHINGLE ROOFS
- 4 BLACK STANDING SEAM ROOF
- 5 WHITE WINDOW FRAME
- 6 WHITE FRAME

28x41 GARAGE & ADU

1380 EMORY RD NE ATLANTA GEORGIA 30306

SECTIONS A-A AND
SECTION B-B



CLIENT/OWNER:

07-MAR26-AR

PROJECT:

28x41 GARAGE & ADU

1380 EMORY RD NE ATLANTA GEORGIA 30306

DESCRIPTION:

ELEVATION

FRONT, RIGHT, REAR AND LEFT

DRAWING VERSION

DATE: DRAWN

03-26

SCALE: 1/4" = 1'-0"

SHEET:

A.2

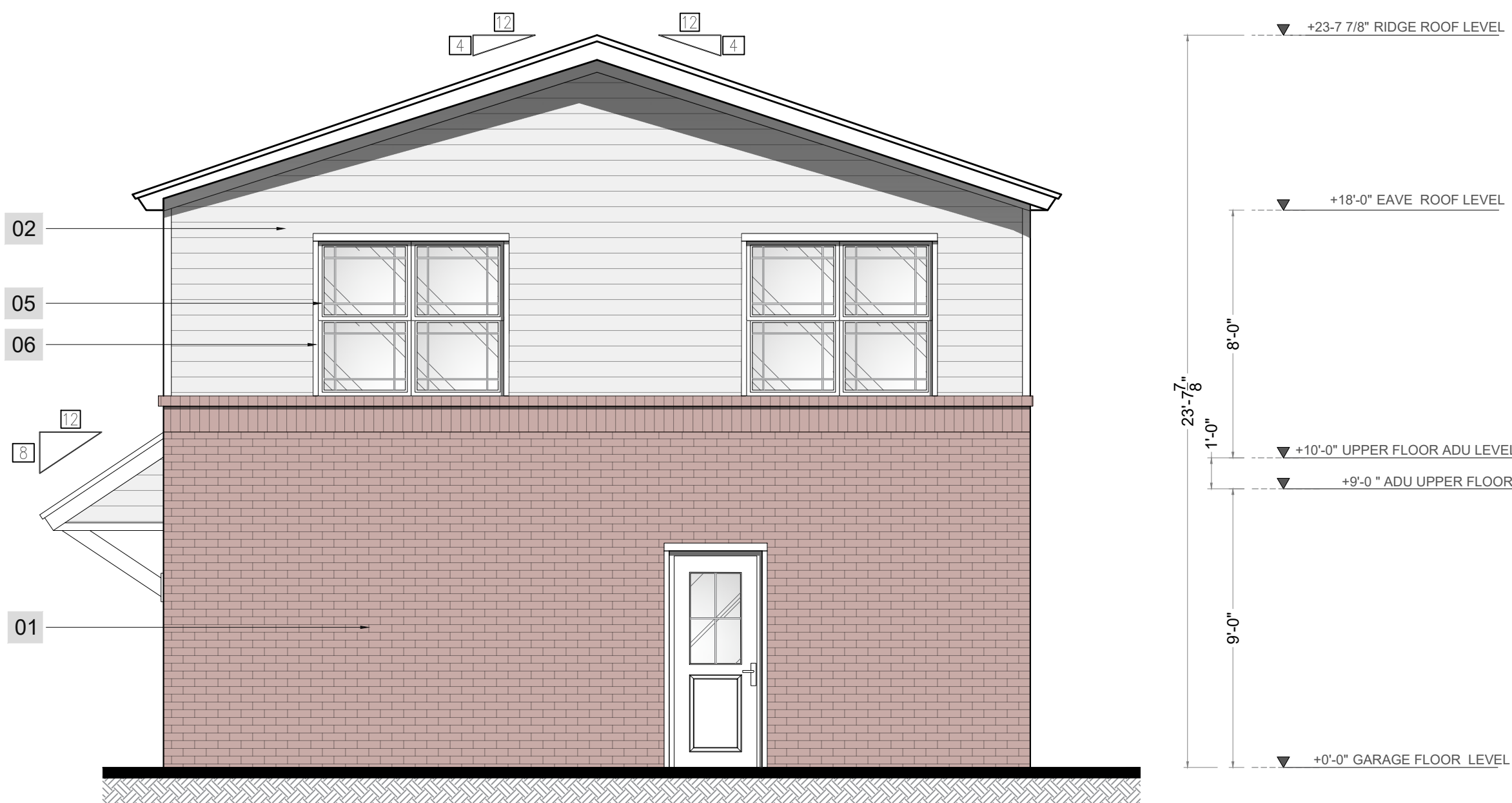
ARCH Full Bleed D (36.00 X 24.00 Inches)



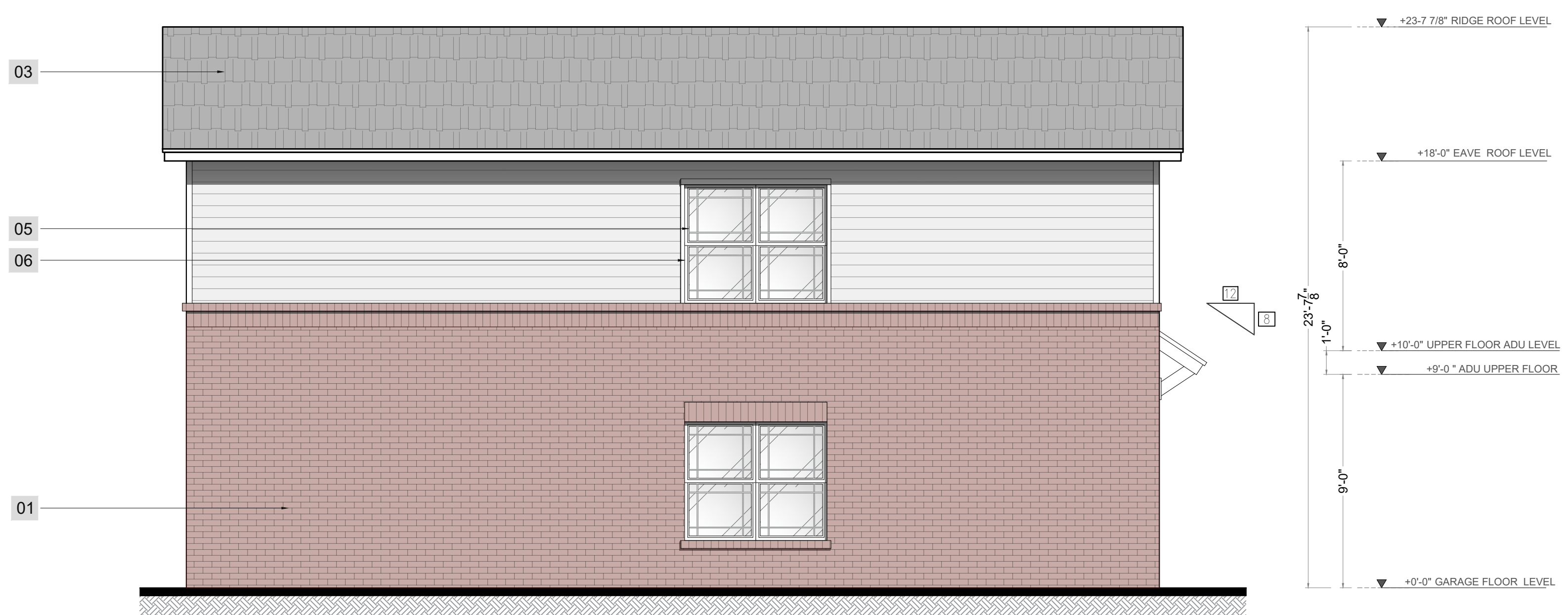
01 FRONT ELEVATION
SCALE: 1/4" = 1'-0"



02 RIGHT ELEVATION
SCALE: 1/4" = 1'-0"



03 REAR ELEVATION
SCALE: 1/4" = 1'-0"



04 LEFT ELEVATION
SCALE: 1/4" = 1'-0"

ELEVATIONS NOTES

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