

# DeKalb County Historic Preservation Commission

Monday, September 15, 2025- 6:00 P.M.

## Staff Report

### Regular Agenda

I. 1409 Emory Road, James H. Morey. Replace awning on front façade of a historic house.

**1247763**

Built in 1925 (18 002 06 043)

This property is in the Druid Hills Character Area #2 and the Druid Hills National Register Historic District.

- 07-00 1409 Emory Road (DH), James Morey. Add second floor behind front roof ridge. **Approved**
- 06-02 1409 Emory Road (DH), James H. & Barbara Morey. Install metal gate across driveway. **Approved with modification**
- 10-04 1409 Emory Road (DH), James Morey. Replace existing asphalt shingle roof with a slate roof as was originally found on this house. **Approved**
- 05-06 1409 Emory Road (DH), Sawhorse, Inc. Enclose side porch and add deck at rear. 4648 **Approved as modified**
- 12-07 1409 Emory Road (DH), James Morey. Replace a nonhistoric stoop on the left side with a box window. 21978 **Approved**
- 04-21 1409 Emory Road (DH), James Morey. Replace existing porch windows and add stoop. 1244812. **Approved.**

### Summary

The applicant proposes removing the existing canvas awning and installing a copper awning on the front façade of a historic house. The proposed copper awning will be a shed awning, supported by a 1"x1" aluminum frame, and will be installed in the same location as the existing awning. The existing spear supports for the awning will remain. There will be no modifications to the slate roof or eaves, as the awning will be attached to the fascia board above the front door in the location of the existing awning.

### 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.
- 6.1.2 *Architectural Details* (p52) Guideline - Stylistic details should be maintained and treated with sensitivity. The removal of such details or application of details inappropriate to the period or style of a house is strongly discouraged. Damaged elements should be repaired rather than replaced if at all possible. Historic details that have been lost or are beyond repair may be replaced with new materials, provided that their earlier presence can be substantiated by historical documentation and that the new materials match the original in composition, design, color, and texture.
- 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.

Chief Executive Officer  
Lorraine Cochran-Johnson

**DEPARTMENT OF PLANNING & SUSTAINABILITY**

Interim Director  
Cedric W. Hudson, MCRP

**Application for Certificate of Appropriateness**

Date submitted: August 18, 2025

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

Address of Subject Property: 1409 Emory Road NE, Atlanta, GA 30306

Applicant: James H. Morey

E-Mail: jmorey@emory.edu

Applicant Mailing Address: 1409 Emory Road NE  
Atlanta, GA 30306

Applicant Phone: 404-452-8205

Applicant's relationship to the owner: Owner ☒

Architect ☐

Contractor/Builder ☐

Other ☐

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Owner(s): James H. Morey

Email: jmorey@emory.edu

Owner(s): \_\_\_\_\_ Email: \_\_\_\_\_

Owner(s) Mailing Address: 1409 Emory Road NE Atlanta, GA 30306

Owner(s) Telephone Number: 404-452-8205

Approximate date of construction of the primary structure on the property and any other structures affected by this project: 1925

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 ☐

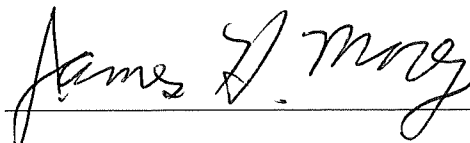
Sign Installation ☐

Description of Work:

The front door entrance is currently covered by a canvas awning that has been replaced multiple times. It gets moldy and it has always bucketed water. I have asked Huelani Design for a sketch of a copper awning to replace it. It will have a tudor rose copper accent. (Huelani Design has done metal sculptures for the Atlanta Botanical Garden). The original spear post supports will be reused.

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: \_\_\_\_\_





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**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: \_\_\_\_\_

being owner(s) of the property at: \_\_\_\_\_

hereby delegate authority to: \_\_\_\_\_

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

Signature of Owner(s): \_\_\_\_\_

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 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.

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**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 emailing **plansustain@dekalbcountyga.gov** AND **pvjennings@dekalbcountyga.gov**.
2. Complete and submit the application via email. 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 plansustain@dekalbcountyga.gov AND pvjennings@dekalbcountyga.gov**. If all documents are not provided the application will not be complete and will not be accepted.
3. Once the application has been received, the Administrative Specialist for the Department of Planning and Sustainability will provide a sign template and instructions on how to post the required signage on the property at least ten days before the preservation commission meeting. If the applicant does not post the required signage and provide evidence of posting within ten days before the preservation commission meeting, their application may be deferred or denied due to improper public notification.
4. The Preservation Planner may 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.

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**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 or via e-mail at [pvjennings@dekalbcountyga.gov](mailto:pvjennings@dekalbcountyga.gov).

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


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

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**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, 1/4"=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

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**10. Façade**

- a. Consistency in style;
- b. 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



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**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
  - Architectural drawings
  - Updated site plans

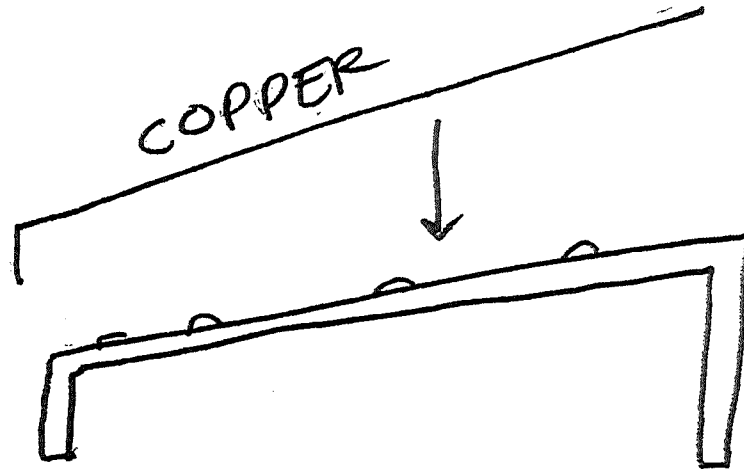
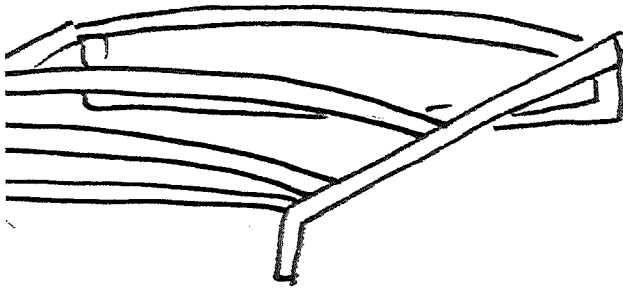
Supplemental materials **do not** include documents for new work to be added to the already submitted application. Any materials that propose new work that was not included in the original application, will not be added to the record. Any proposed new work that was not included in the original application 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.  

Morey, 1409 Emory Rd

ALUMINUM FRAME  
w/ 1/4" BOWED CROSS BARS



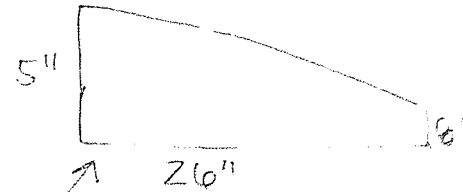
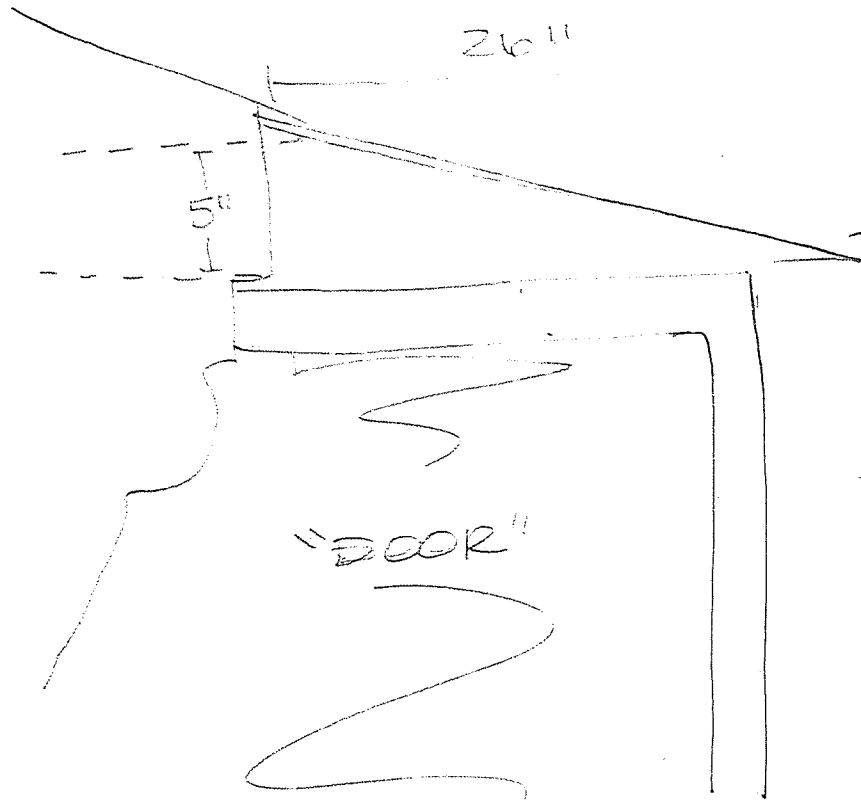
← SIDE  
PROFILE

1 1/2" X 1 1/2"

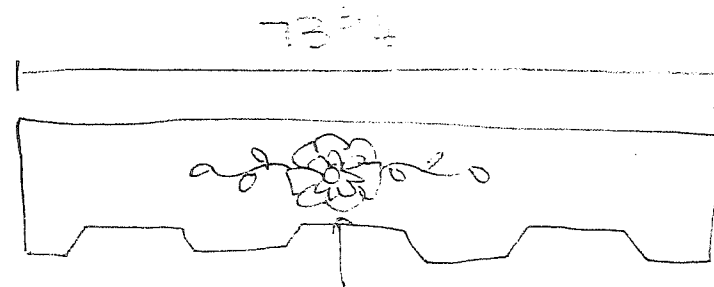
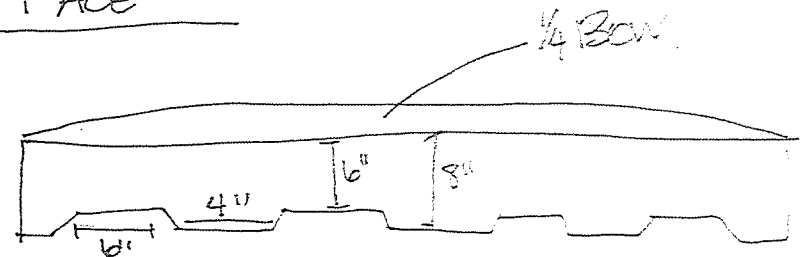
Aluminum  
Frame to  
Support Copper

Morey, 1409 Emory Rd

SIDE PROFILE



FACE



TUDOR FLOWER  
MADE WITH  
HISTORIC COPPER











**From:** [Morey, James](#)  
**To:** [Paige V. Jennings](#)  
**Cc:** [Lynn Morey](#)  
**Subject:** Re: [External] Questions Regarding Application -1409 Emory Road  
**Date:** Wednesday, September 10, 2025 6:24:07 AM  
**Attachments:** [image001.png](#)

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Hi Paige,

The answer to both questions is no. No modifications to the slate roof nor to the eaves. The new awning will attach in the same place as the current awning (a small piece of fascia board above the door).

Thanks,

James Morey

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**From:** Paige V. Jennings <pvjennings@dekalbcountyga.gov>  
**Sent:** Tuesday, September 9, 2025 4:51 PM  
**To:** Morey, James <jmorey@emory.edu>  
**Subject:** [External] Questions Regarding Application -1409 Emory Road

Good Afternoon,

Hope that this email finds you well!

We are finalizing our staff reviews for the upcoming HPC meeting scheduled for Monday, September 15<sup>th</sup>. Before finalizing our report on the application for 1409 Emory Road, could you please provide information for the following questions?

1. Will there be any modifications or changes to the slate tile roofing above the awning?
2. Will there be any modifications or changes to the eaves supporting the roofing above the awning?

Please provide all information that you can as soon as possible. Our reports will be completed and sent out along with the agenda for the meeting to applicants before the end of the week. If we receive a response after our reports have been completed, your response will be saved to the record for the Commission to review prior to the meeting along with your application.

Thank You,

Paige

**Paige V. Jennings (they/them)**

**Senior Planner, Historic Preservation**

DeKalb County Government | Department of Planning & Sustainability

Current Planning | Zoning Division

Government Services Center| 178 Sams Street | Decatur, GA 30030

Email: [pvjennings@dekalbcountyga.gov](mailto:pvjennings@dekalbcountyga.gov)

County Cell: 470-829-7341



Click here for **Permit Status** [DeKalb County Permit Tracker](#)

Click here for **Permit Guide** [https://app.oncamino.com/dekalb\\_county/](https://app.oncamino.com/dekalb_county/)

Click here for **Zoning Map** [DeKalb County Parcel Viewer](#)