

Chief Executive Officer  
Michael Thurmond

DEPARTMENT OF PLANNING & SUSTAINABILITY

Director  
Andrew A. Baker, AICP

Application for Certificate of Appropriateness

Date Received: \_\_\_\_\_ Application No.: \_\_\_\_\_

Address of Subject Property: 1106 Lullwater Rd NW Atlanta, GA 30307

Applicant: Dovetail Craftsmen Chris Hamilton E-Mail: Chris@dovetailcraftsmen.com

Applicant Mailing Address: 1095 Zonolite Rd #104 Atlanta, GA 30306

Applicant Phone(s): 404-454-4137 Fax: \_\_\_\_\_

Applicant's relationship to the owner: Owner  Architect:  Contractor/Builder  Other

Owner(s): John Critz E-Mail: jcritz@tiltingwindmill.com

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

Owner(s) Mailing Address: 1106 Lullwater Rd NW Atlanta, GA 30307

Owner(s) Telephone Number: 404-661-5737

Approximate age or date of construction of the primary structure on the property and any secondary structures affected by this project: 1920

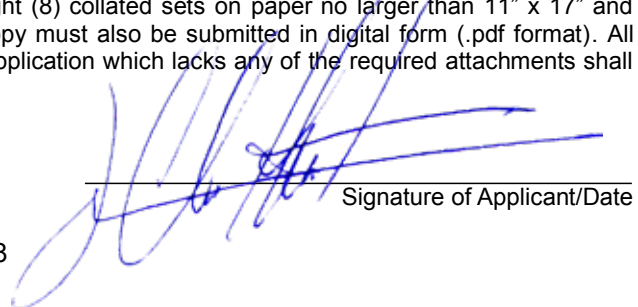
Nature of work (check all that apply):

- New construction  Demolition  Addition  Moving a building  Other building changes
- New accessory building  Landscaping  Fence/Wall  Other environmental
- changes  Sign installation or replacement  Other

Description of Work:

We would like to renovate the first floor, second floor and basement of the original structure and existing non-historic addition. Our work entails a first floor addition to the kitchen, as well as, the excavation and expansion of existing basement and crawlspace to fit the client's needs. We will fill in under existing second floor, add a covered back porch and new basement stairwell. In addition, we will remove some of the non-historic windows.

This form must be completed in its entirety before the Planning Department accepts it. The form must be accompanied by supporting documents (plans, material, color samples, photos, etc.). Provide eight (8) collated sets of the application form and all supporting documentation. If plans/drawings are included, provide eight (8) collated sets on paper no larger than 11" x 17" and three (3) additional sets at scale. All documents submitted in hard copy must also be submitted in digital form (.pdf format). All relevant items from the application checklist must be addressed. An application which lacks any of the required attachments shall be determined incomplete and will not be accepted.

  
\_\_\_\_\_  
Signature of Applicant/Date



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),  
**John Critz**

being (owner) (owners) of the property 1106 Lullwater Rd NW,  
hereby delegate authority to Dovetail Craftsmen  
to file an application in (my) (our) behalf.

\_\_\_\_\_  
Signature of Owner/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 (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, the Preservation Commission will issue a cease and desist order and you may be subject to other penalties including monetary fines and/or required demolition of the non-conforming work.

If your project requires that the county issue a Certificate of Occupancy at the end of construction, the preservation planner will need to inspect the completed project to ensure that the work has been completed in accord with the Certificate of Appropriateness. The review may be conducted either before or after your building inspection. If you will be requiring a Certificate of Occupancy, please notify the preservation planner when your project nears completion. 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 monetary 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. You will need to apply for a new certificate if you still intend to do the work.

Please contact the preservation planner, David Cullison (404/371-2155), if you have any questions.

## DEPARTMENT OF PLANNING & SUSTAINABILITY

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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 pick this up at the DeKalb County Department of Planning and Sustainability, 330 West Ponce de Leon Avenue, Suite 300 floor, in Decatur, or you may make your request by mail, telephone (404) 371-2247, or fax (404) 371-2813, or visit the website at <http://www.dekalbcountyga.gov/planning-and-sustainability/planning-sustainability>.
2. Complete and submit the application. Please provide as much supporting material as possible, (plans, material, color samples, photos, etc.). Provide eight (8) collated sets of the application form and all supporting documentation. If plans/drawings are included, provide eight (8) collated sets on paper no larger than 11" x 17" and three (3) additional sets at scale. All documents submitted in hard copy must also be submitted in digital form (.pdf format). If all documents are not provided the application will not be complete and will not be accepted.
3. A sign will be provided when the Certificate of Appropriateness is accepted. The applicant must post the sign on the subject property in a visible location, no more than ten feet from the road, at least ten days before the meeting.
4. Applications will be reviewed by the DeKalb County Historic Preservation Commission at its monthly meeting. In most months, the Historic Preservation Commission meets on the third Monday at 7 p.m. at the Maloof Auditorium, 1300 Commerce Drive in Decatur. In unusual circumstances meeting dates and location may be changed.
5. 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 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.
5. Although not required, applicants are encouraged to attend the Historic Preservation Commission meetings. Applicants may make presentations, but presentations are not required. The commissioners may have questions for the applicant.
7. 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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### Sign Posting Requirements for a Certificate of Appropriateness

The DeKalb County Code requires that citizens who may be affected by the approval of a Certificate of Appropriateness must be notified of the hearing where that decision will take place. The notification is accomplished by requiring the applicant to post one or more signs on the property for which a certificate of appropriateness is being considered. The sign gives the date, time, and location of the meeting and the telephone number of the county historic preservation planner. The sign must be posted no later than ten days before the date of the preservation commission meeting and must remain in place until after the meeting.

**When an applicant submits an application for a Certificate of Appropriateness, the applicant must request a sign from the Planning Department.** If the property is bounded by more than one public street, a sign must be posted facing each street. It is the applicant's responsibility to obtain and post the sign appropriately. If you file your application by mail or fax, you must make arrangements to pick up the sign.

**The sign must be posted prominently in the center of the front yard, facing the street, and within ten feet of the street or sidewalk, although the sign may not be posted between the street and the sidewalk. It is best to attach the sign to a four-foot tall stake, but attaching it to an existing support is usually acceptable. The sign may not be posted inside a house except in the case of a purpose-built commercial structure where front yard posting is impossible or impractical.**

The signs are made of relatively thin cardstock. They should either be waterproofed or additional support should be added. The sign may be laminated, covered with clear plastic, or secured to heavier backing, such as heavy cardboard or plywood. If the sign is destroyed or becomes illegible during the ten day posting period, the applicant must contact the historic preservation planner for a replacement sign, which must be posted as soon as possible.

**If the sign is not posted, is not posted for the full ten day period, or is posted inappropriately, the DeKalb County Historic Preservation Commission may deny the application or may defer consideration of the application until the following month.**

**DEPARTMENT OF PLANNING & SUSTAINABILITY**

**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. Three copies 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 404-371-2155, e-mail [dccullis@dekalbcountyga.gov](mailto:dccullis@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”	Y	N
I have reviewed the DeKalb County Tree Ordinance	Y	N
I have reviewed applicable zoning codes regarding lot coverage, garage sizes, stream buffers	Y	N

**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
- e. 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. Hardieplank) 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

Support Information for the COA application for  
1106 Lullwater Road  
May 3, 2019



**Project:**

- 1. Add modest additions to the left side elevation and right side elevation of the existing non-historic addition.**
- 2. Modify the existing layout so that the original floor plan and existing non-historic addition align to improve circulation throughout the house.**
- 3. Add new second floor terrace with outdoor fireplace and flat roof above first floor kitchen addition.**
- 4. Remove existing non-historic sun porch enclosure on first floor to make front porch open and symmetrical.**

## The Goal:

The intent for this property renovation is to establish a long-term and permanent residence for the Critz family. The existing house at 1106 Lullwater Road was built in 1925 and has 6 Bedrooms and 6 baths. It currently has an addition that is spatially disembodied from the original house, resulting in poor circulation.

We would like to expand the footprint of the existing addition (located behind the pre-existing building.) on its left and right side elevations.

This will accommodate the following: on the main level a new kitchen, guest bedroom and covered backyard patio with outdoor fireplace. On the second level, we will be adding a terrace with outdoor fireplace over the new covered patio and a flat roof over the new first floor kitchen addition.

We have done extensive research on the architectural style of this home and of the surrounding homes in order to create an aesthetically pleasing addition that falls within the guidelines laid out by the Design Manual for Druid Hills Local Historic District. This design brings our property up to today's modern standards without sacrificing the existing historic structure.

## The Project:

Repairs/Alterations to existing structure:

1. Remove southwest corner of first floor wall and expand it out approx. 6 feet so that it aligns with the second floor above. This expansion will allow a larger more symmetrical family room space. See **picture 1.8**
2. Remove section of the first floor wall on the current addition and expand it out approx. 8 feet to the north so that it aligns with the second floor above. This will allow for a new first floor guest bedroom with adjacent side porch and basement stair entrances. See **pictures 1.6 and 1.7**
3. Remove the existing sun porch enclosure adjacent to the front porch and open it to match existing adjacent front porch. Add stairs for access to the side yard on the left side of the house. See **pictures 1.2 and 1.3**
4. Remove the side door and stairs on the North side of the house and fill in as a continuous wall. The existing arched entry will be replaced with a decorative, faux door panel. See **picture 1.6**
5. Remove section of south wall and expand it out approx. 9 feet to allow for a new, larger kitchen. See **picture 1.4**

## General Project details

1. All of the addition will match the existing stucco as closely as possible.
2. All of the windows will be Sierra Pacific windows.
3. All soffit and trim will match the existing house.
4. The new roof over the kitchen is a flat membrane. The current barrel tiling does not appear to be original on the pre-existing house or addition; however, new roofing above the exterior basement stair addition will match.
5. Various repairs are required for foundation and water damage.

1106 Lullwater Road



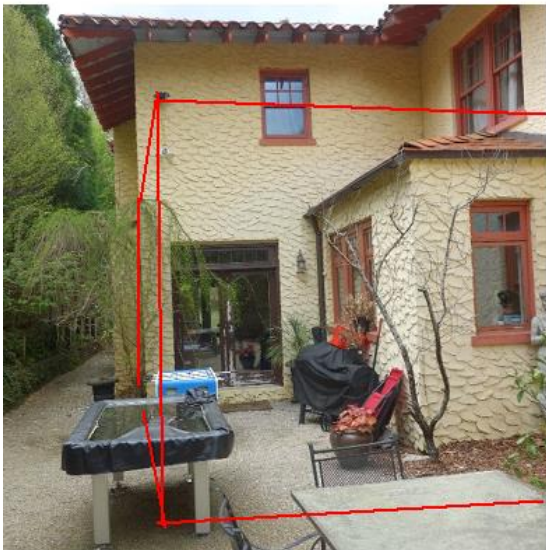
Picture 1.2

**Front elevation**

There will be no form or material changes to the front of the house. With the exception of removing the sun porch windows, front door and surrounding wall to create a continuous front porch.



Picture 1.3



Picture 1.4

**Left side elevation**

Remove existing walls to expand kitchen.

Open existing sun porch and add stairs for access to side yard.



Picture 1.5

1106 Lullwater Road



**Picture 1.6**



**Picture 1.8**

**Right Side Elevation**

Remove stair entrance to expand existing library. Existing arched entry will be replaced with a decorative, faux door panel.

Move wall out to align with second floor above to create new guest bedroom and adjacent side entrance stair.



**Picture 1.7**

**Rear Elevation**

Remove rear wall to expand family room out to match existing second floor addition above. See **Picture 1.8**

A.



**Picture 1.9**

**Rear Elevation**

Covered patio with master bedroom terrace above. See **Picture 1.9**

(A.) This area is being extended out to create a new enclosed basement stair entrance. See **Picture 1.9**



(B.) Add windows to lower portion of wall to increase natural light in stairwell and adjacent hall.

Historic Precedence for addition:

The following resources were used in the design development of the addition:

1. Field analysis of existing homes
2. Aerial photo search of surrounding homes on google earth
3. Mediterranean Architecture by Jock Sewall, AIA; Architectural Details: Spain and the Mediterranean by S.F. Cook III and Tina Skinner, Maurice Fatio: Palm Beach Architect by Kim Mockler; Mediterranean Domestic Architecture in the United States by Rexford Newcomb; The Mediterranean House in America by Lauren Weiss Bricker; Casas to Castles by Justin Nylander.

The following pictures are of homes with recent 2 story additions that are highly visible from the street. What we are proposing will not be as visible as any of these additions









The Ideal Fit

1095 Zonolite Road, suite 104 Atlanta, GA 30306  
© 2018 DOVETAIL CRAFTSMEN

24 Hr. Site Contact:  
TODD FISHER  
404-454-4136

ENGINEER REVIEWED  
WOOD, LVL, STEEL BEAM  
DESIGNS ON THIS SHEET.  
BEAMS ARE ADEQUATE TO  
SUPPORT DESIGN LOADS  
AS PER 2012 IRC/IBC.

Critz Residence  
1106 Lullwater Rd NW  
Atlanta, GA 30307

MARK	DATE	DESCRIPTION
	2019.05.03	PLAN. SUBMISSION

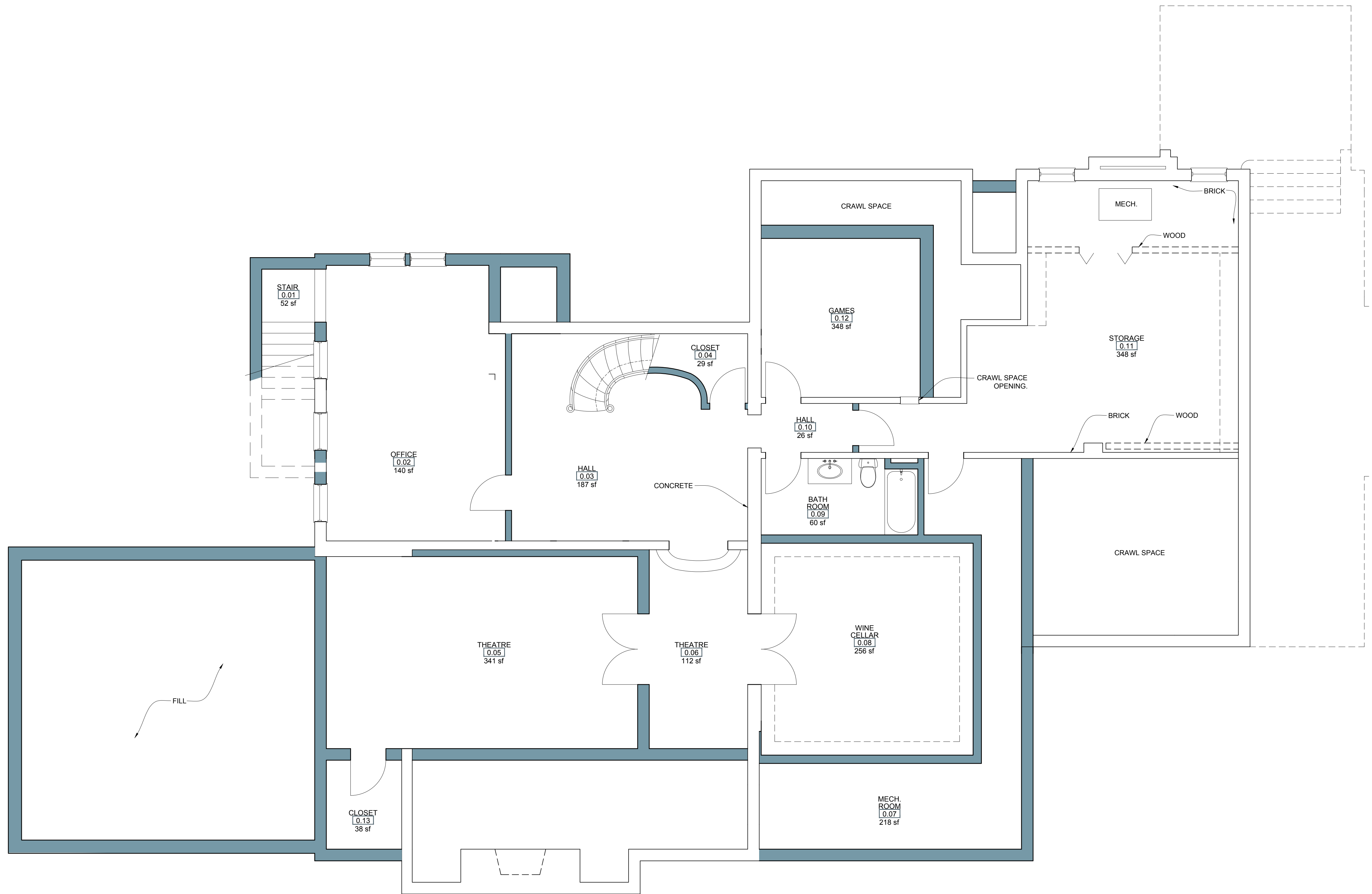
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SHEET TITLE

PROPOSED  
BASEMENT  
PLAN

NOT RELEASED FOR CONSTRUCTION

A-0



**1** PROPOSED BASEMENT  
SCALE: 1/4" = 1'-0"



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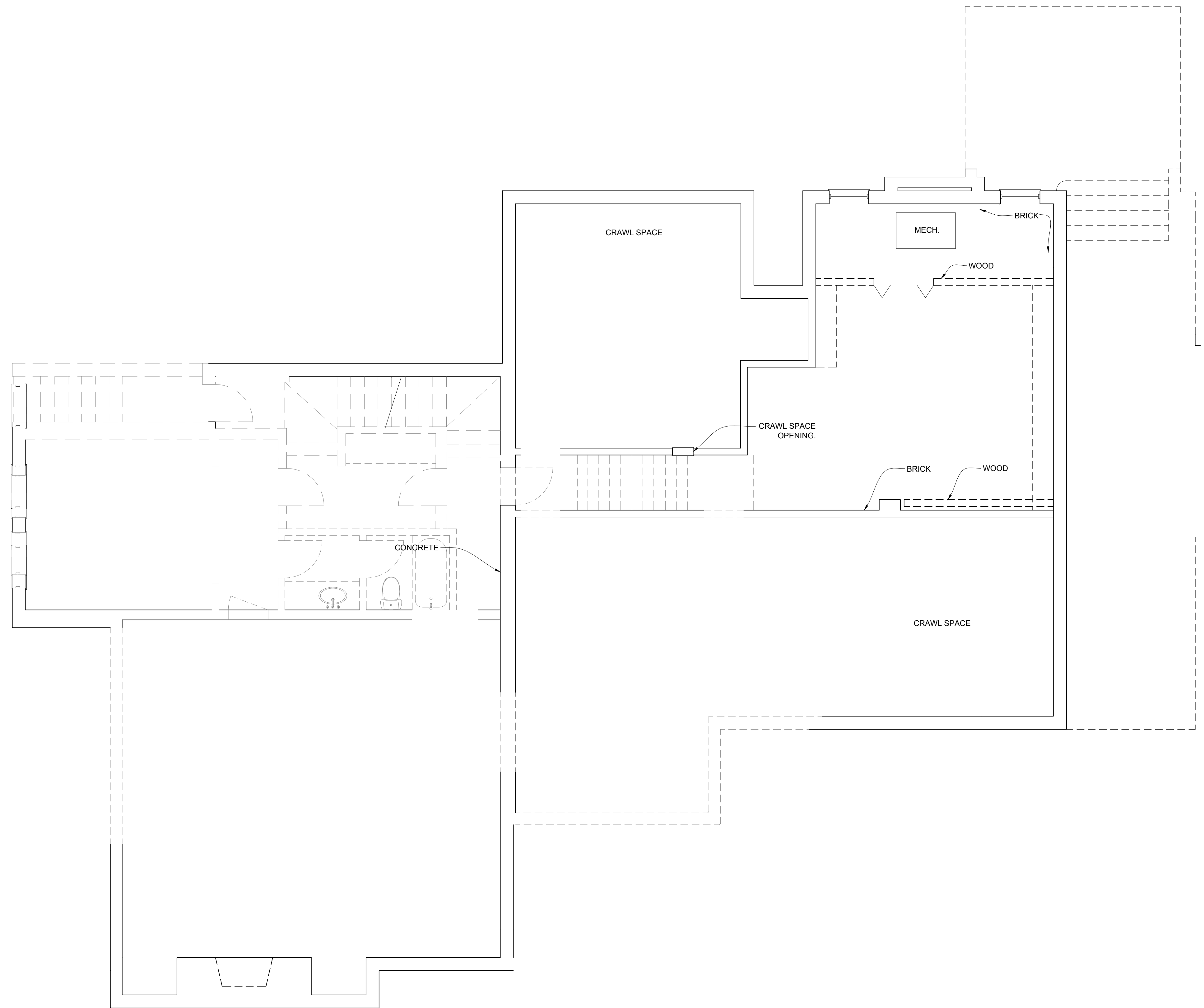
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SHEET TITLE

**BASEMENT  
EXISTING  
PLAN AND  
DEMOLITION**

NOT RELEASED FOR CONSTRUCTION

**A-0.1**



**1** BASEMENT EXISTING PLAN AND DEMOLITION  
SCALE: 1/4" = 1'-0"



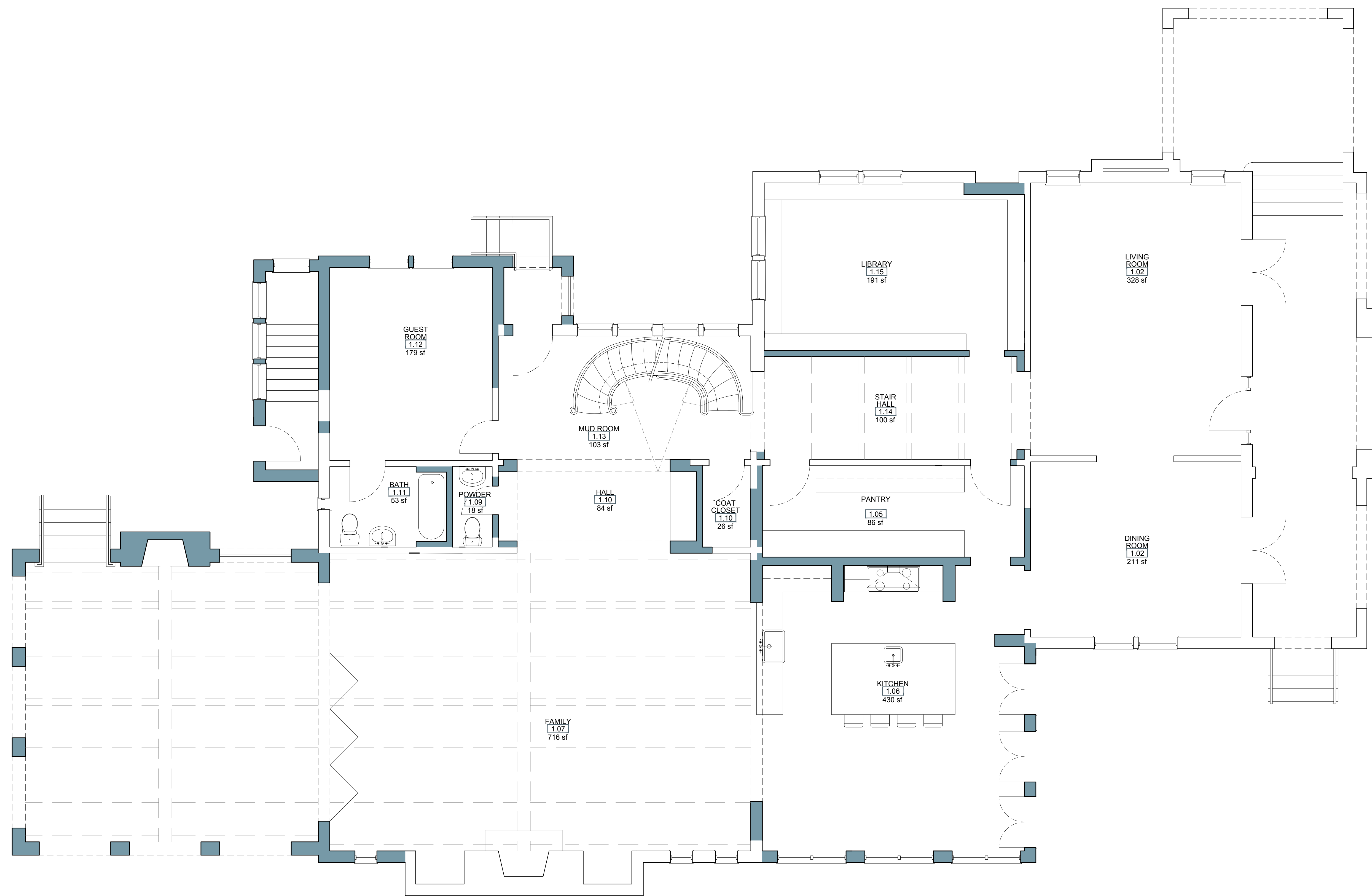
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**Critz Residence**  
1106 Lullwater Rd NW  
Atlanta, GA 30307



**1** PROPOSED FIRST FLOOR OPTION 1  
SCALE: 1/4" = 1'-0"

MARK	DATE	DESCRIPTION
	2019.05.03	PLAN SUBMISSION

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SHEET TITLE  
**PROPOSED  
FIRST FLOOR**

NOT RELEASED FOR CONSTRUCTION

**A-1**



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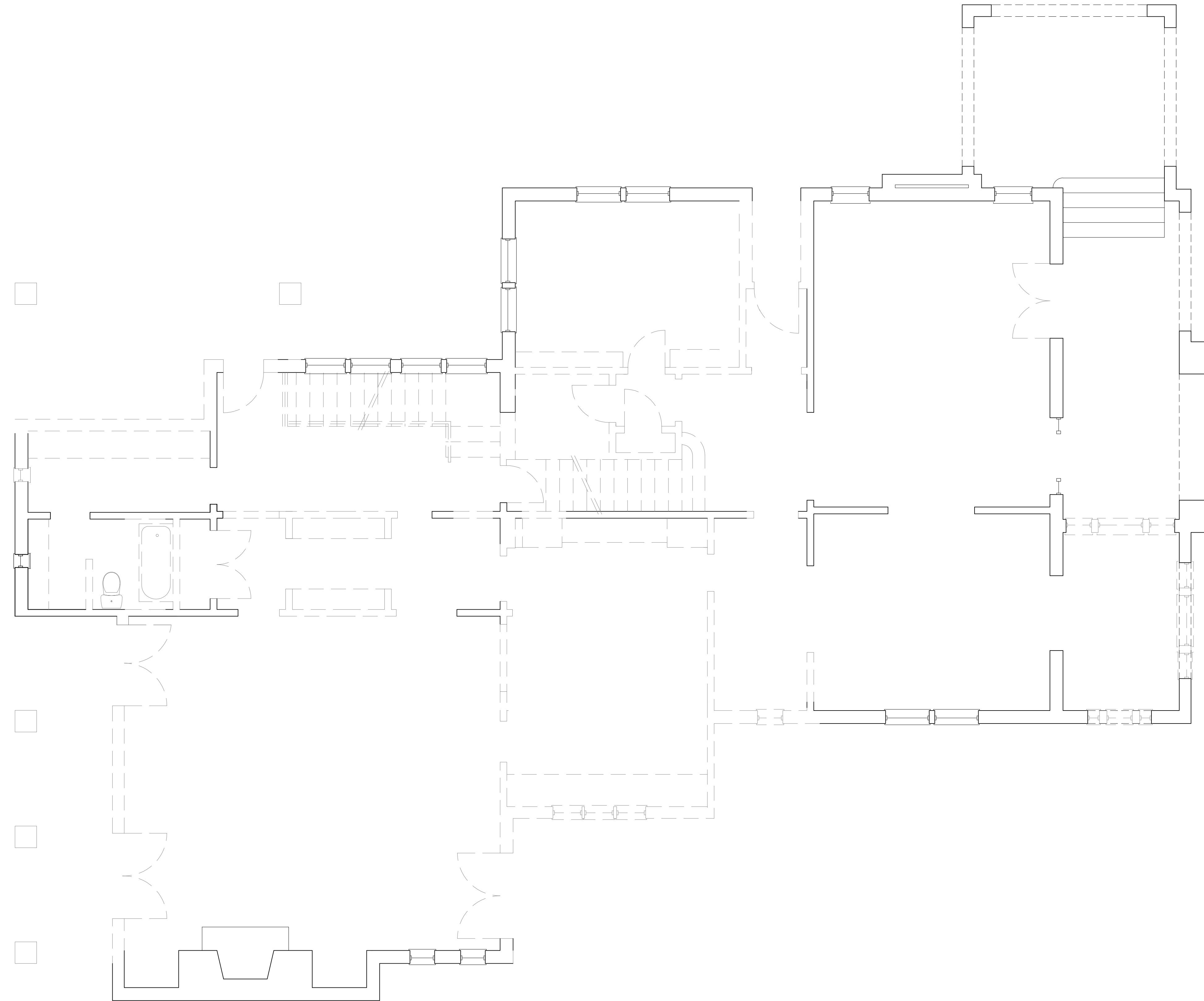
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SHEET TITLE

EXISTING  
FIRST FLOOR  
PLAN AND  
DEMOLITION

NOT RELEASED FOR CONSTRUCTION

A-1.1



**1** EXISTING FIRST FLOOR  
SCALE: 1/4" = 1'-0"



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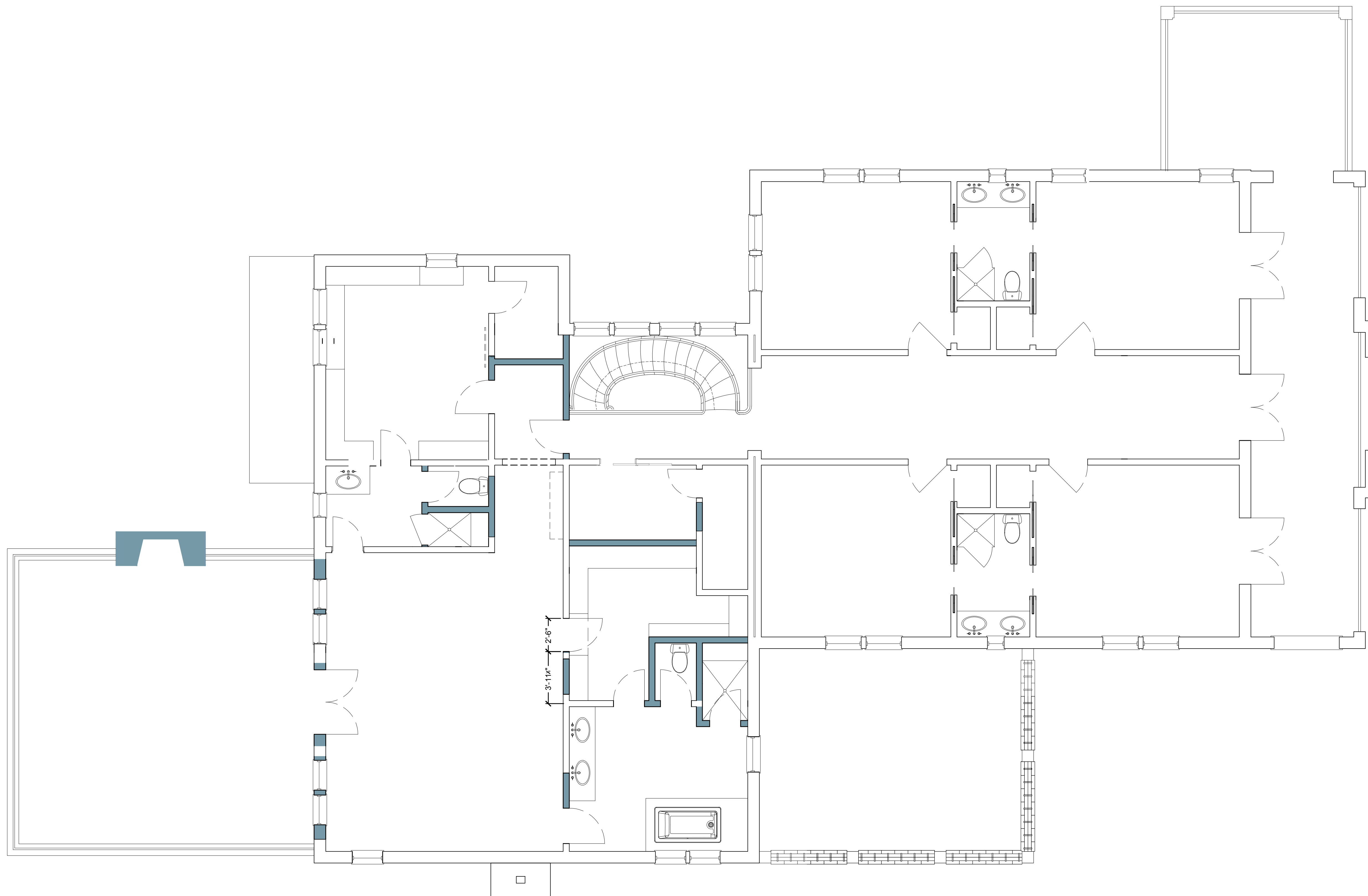
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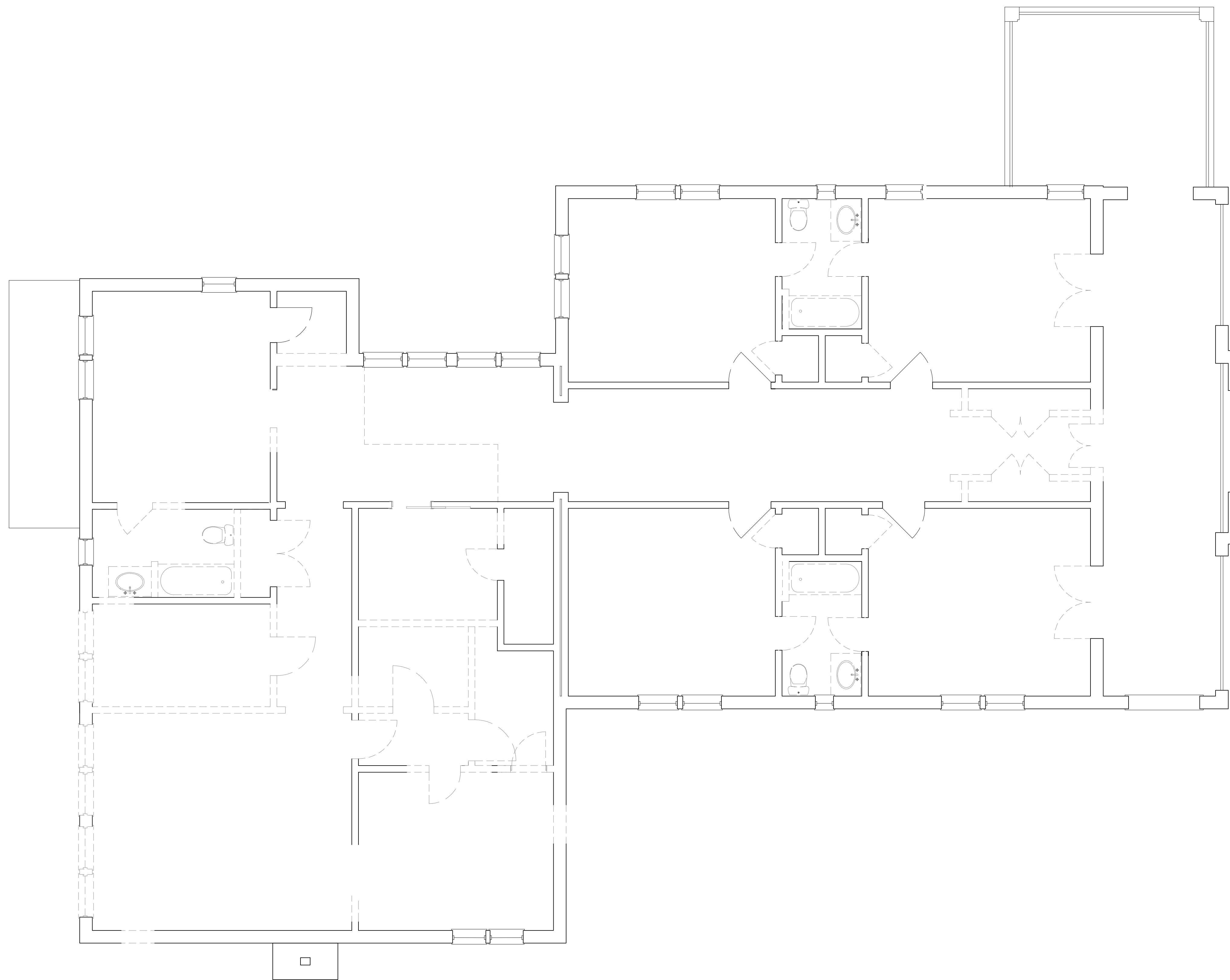
SHEET TITLE  
PROPOSED  
SECOND  
FLOOR PLAN

NOT RELEASED FOR CONSTRUCTION

A-2



**1** PROPOSED SECOND FLOOR PLAN  
SCALE: 1/4" = 1'-0"



**1** EXISTING FLOOR 02  
SCALE: 1/4" = 1'-0"



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MARK	DATE	DESCRIPTION
	2019.03.25	PROP. MASTER
	2019.04.01	PROP. MASTER

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SHEET TITLE  
EXISTING  
SECOND  
FLOOR PLAN  
AND  
DEMOLITION

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A-2.1



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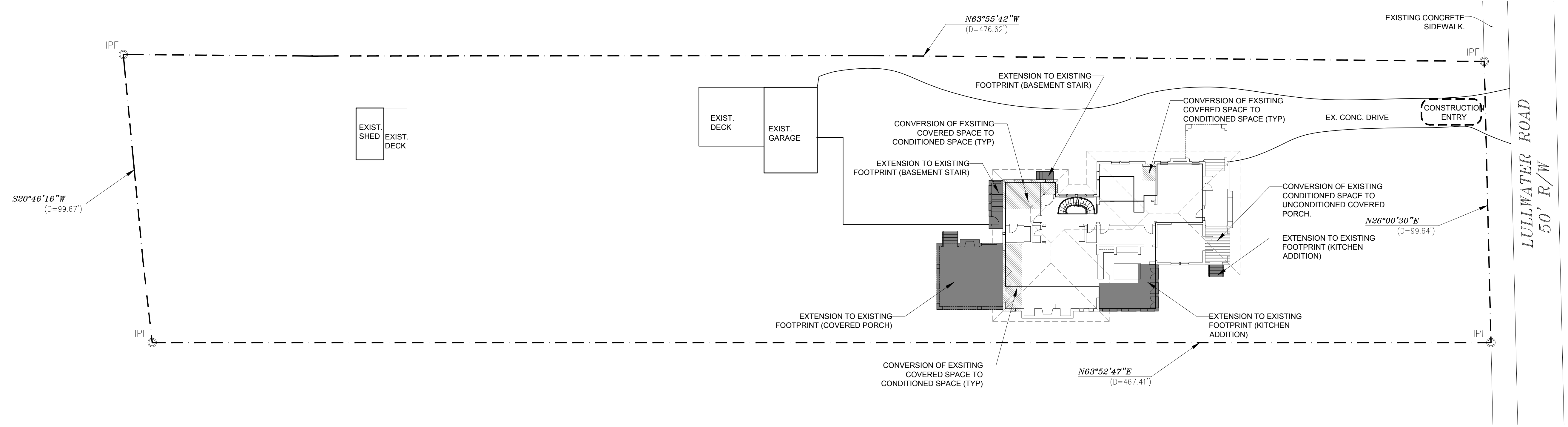
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SHEET TITLE  
SITE PLAN

NOT RELEASED FOR CONSTRUCTION

S-1



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

NO IMPACT STATEMENT

- NO GRADING OR SITE DEVELOPMENT TO BE PERFORMED IN SCOPE OF WORK
- NO TREES TO BE IMPACTED IN SCOPE OF WORK.

IMPERVIOUS AREA CALCULATIONS:

PROPOSED TOTAL IMPERVIOUS AREA = 6,178 SF  
LOT AREA = 46,781 SF

TOTAL IMPERVIOUS AREA PERCENTAGE = 14% (35% PERMITTED)

FLOOR AREA CALCULATION:

FIRST FLOOR HEATED = 3,267 S.F.  
 FIRST FLOOR COVERED PORCH / PORTE COCHERE = 896 S.F.  
 DETACHED GARAGE / CLUB HOUSE = 1110 SF  
 REAR SHED / DECK = 333 SF

SECOND FLOOR HEATED = 2,588 S.F.  
 SECOND FLOOR COVERED PORCH = 275 S.F.  
 SECOND FLOOR TERRACE = 275 SF

BASEMENT = 2,285 S.F.

LOT AREA = 46,781 SF

CALCULATED FAR = 21%





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SHEET TITLE  
EXISTING  
ELEVATIONS

NOT RELEASED FOR CONSTRUCTION

A-3.2



1 EXISTING WEST ELEVATION  
SCALE: 1/4" = 1'-0"



2 EXISTING SOUTH ELEVATION  
SCALE: 1/4" = 1'-0"



The Ideal Fit

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24 Hr. Site Contact:  
TODD FISHER  
404-454-4136

ENGINEER REVIEWED  
WOOD, LVL, STEEL BEAM  
DESIGNS ON THIS SHEET.  
BEAMS ARE ADEQUATE TO  
SUPPORT DESIGN LOADS  
AS PER 2012 IRC/IBC.

Critz Residence  
1106 Lullwater Rd NW  
Atlanta, GA 30307

MARK	DATE	DESCRIPTION
	2019.05.03	PLAN. SUBMISSION

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SHEET TITLE  
**PROPOSED  
ELEVATIONS**

NOT RELEASED FOR CONSTRUCTION

**A-3.3**



**1** PROPOSED EAST ELEVATION  
SCALE: 1/4" = 1'-0"



**2** PROPOSED NORTH ELEVATION  
SCALE: 1/4" = 1'-0"



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ENGINEER REVIEWED  
WOOD, LVL, STEEL BEAM  
DESIGNS ON THIS SHEET.  
BEAMS ARE ADEQUATE TO  
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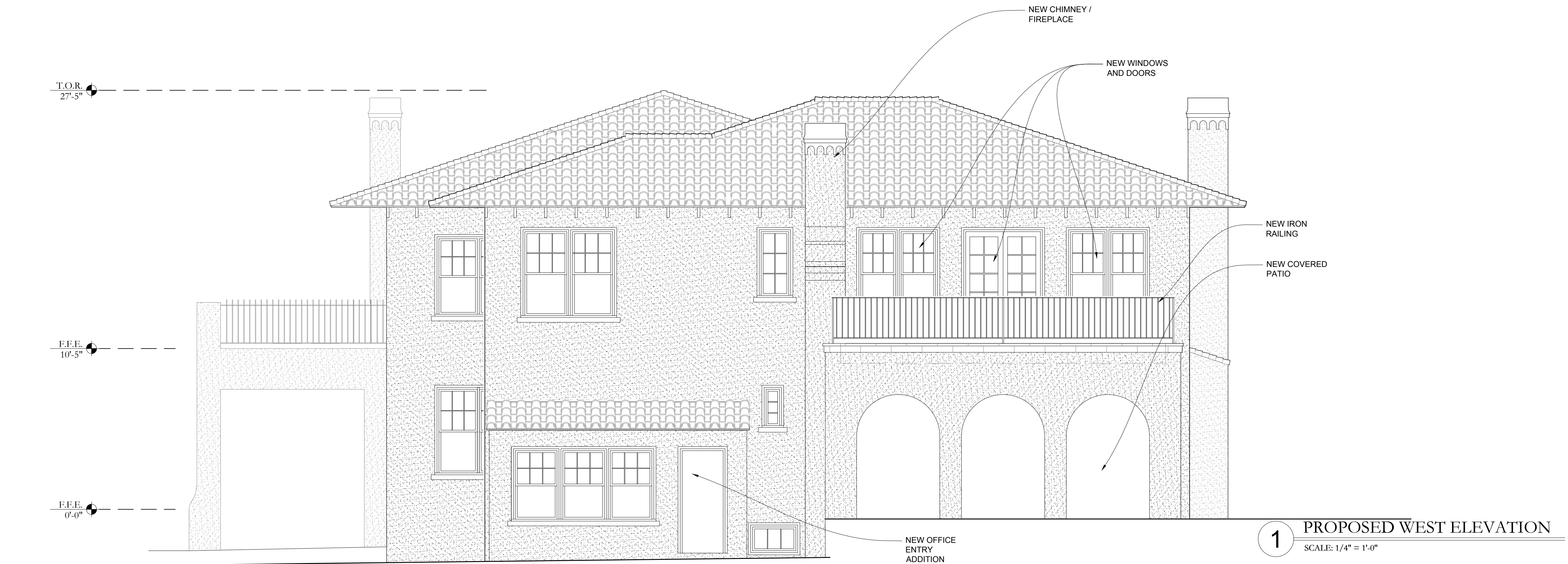
MARK	DATE	DESCRIPTION
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SHEET TITLE  
PROPOSED  
ELEVATIONS

NOT RELEASED FOR CONSTRUCTION

A-3.4





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ENGINEER REVIEWED  
WOOD, LVL, STEEL BEAM  
DESIGNS ON THIS SHEET.  
BEAMS ARE ADEQUATE TO  
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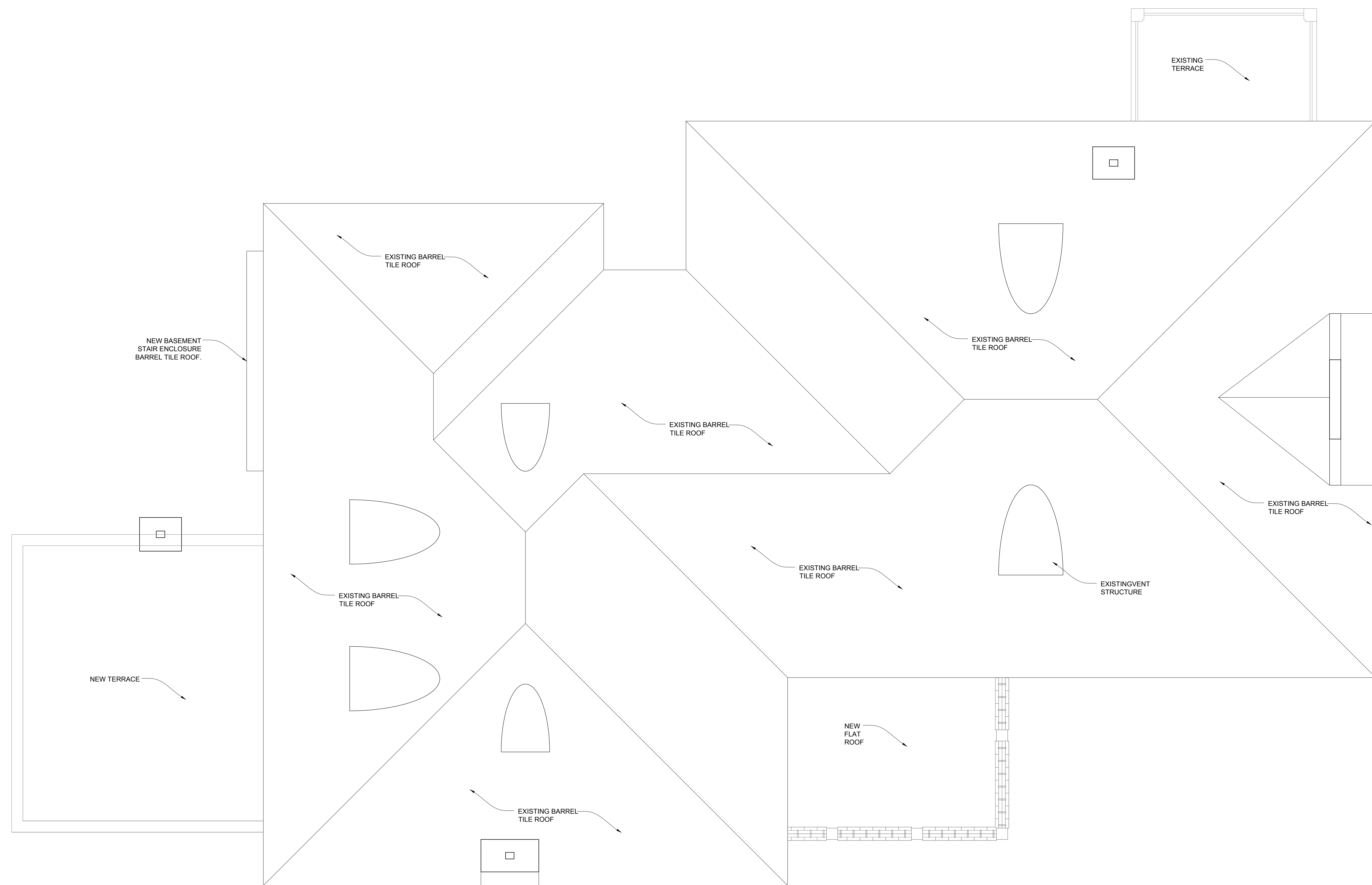
MARK	DATE	DESCRIPTION
	2019.05.03	PLAN SUBMISSION

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SHEET TITLE  
**PROPOSED  
ROOF PLAN**

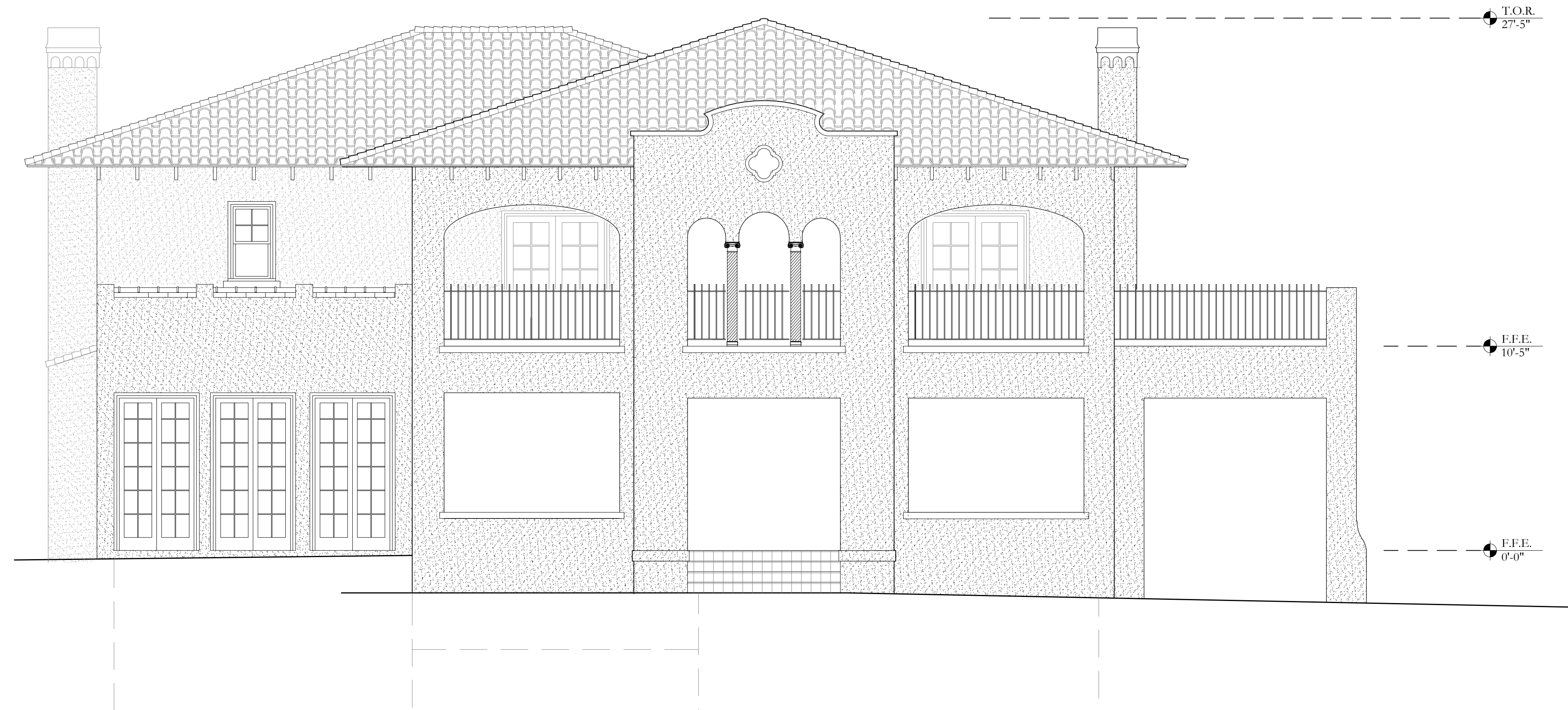
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A-4



**1** PROPOSED SECOND FLOOR PLAN  
SCALE: 1/4" = 1'-0"

# CRITZ RESIDENCE



DESIGN AND RENOVATION



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Atlanta, GA 30307

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SHEET TITLE  
COVER SHEET

NOT RELEASED FOR CONSTRUCTION

C-1