



Planning, Zoning, and Inspections
509 N. McDonough St.
Decatur, Georgia 30030
404-370-4104 ■ Fax 404-370-0691
info@decaturga.com ■ www.decaturga.com

CERTIFICATE OF APPROPRIATENESS REVIEW FORM

Property Address: 308 W Parkwood Road (13-PW-2024)
Historic District: Parkwood LHD
Applicant: Chelsea Ritter
Proposed Work: Construct a rear covered porch and deck.

BUILDING HISTORY

According to the Parkwood Design Guidelines, this residence would best be defined as a compressed Rambler Ranch, which has multiple setbacks or offsets and a complex roof. It is a contributing resource constructed circa 1950. Architectural elements include brick veneer, projecting eaves, a hipped roof, multi-pane casement windows, and decorative shutters. It appears that some of the windows were replaced previously.

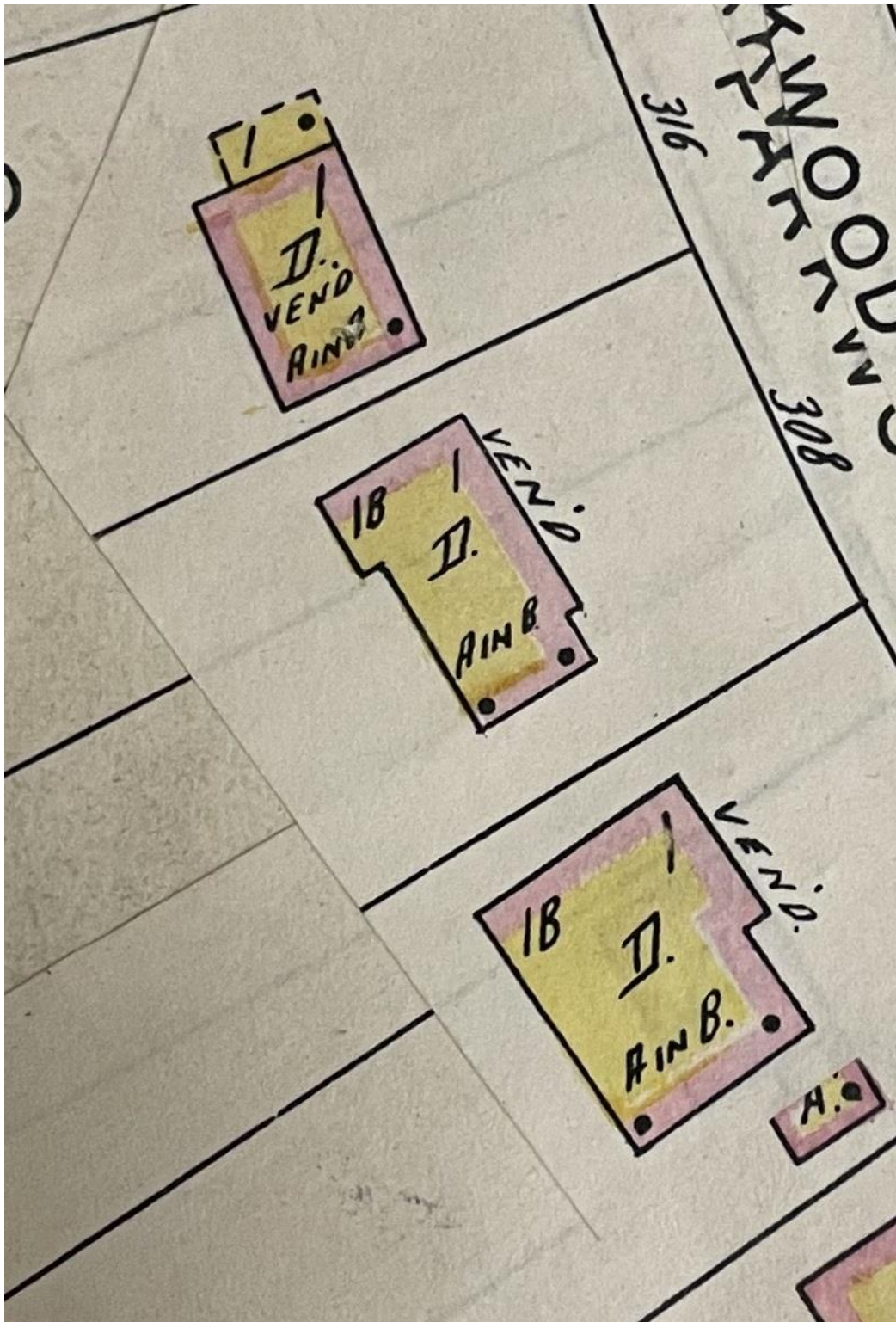
STANDARD OF REVIEW

Section 5.2.3 of the Unified Development Ordinance states material changes shall not be made until an application for a certificate of appropriateness has been approved. The Historic Preservation Commission shall conduct all reviews following The Secretary of the Interior's *Standards for Rehabilitation* and the design guidelines for each specific district.

STAFF REPORT

- A. Features, elements, and/or issues subject to discussion during the CoA application review should be listed below.
- B. This list does not represent a comprehensive or final list of all aspects that influence the Commission's decision.
- C. The purpose of this form is to clarify what aspects of a proposal are subject to review and to clearly communicate requirements or recommendations.

Element Feature Subject to Review	As presented, the proposed work is			Comments, Requirements, Recommendations (refer to attachments if needed)
	Acceptable	Possibly Acceptable	Unacceptable	
Location	X			The work is located at the rear elevation and will be minimally visible from the street.
Fenestration	X			An existing rear window will be converted to a screen door leading to the covered porch.
Roofline		X		The proposed shed roof of the covered porch will extend from the eave of the existing roof to create a butterfly roof. Although it will extend above the historic roofline approximately two feet, it will be set back and minimally visible from the street.



308 W Parkwood Road Sanborn 1924 (updated 1954)

CERTIFICATE OF APPROPRIATENESS

Planning & Zoning

2635 Talley Street
Decatur, GA 30030
Phone 404-377-6198
Fax 404-378-5054



Completed applications must be submitted, including required support materials, for any material change to a property within a historic district. Applications must be received by 5:00 p.m. no later than 15 calendar days prior to the regular Historic Preservation Commission (HPC) meeting, usually the third Tuesday of each month at 6:30 p.m. Applications heard by the HPC must be approved or denied within 45 days of the filing of the application. Appeals to HPC decisions may be made to the City Commission. All applications are reviewed and processed according to the City of Decatur Unified Development Ordinance Section 5.2 and the individual district design guidelines. Building permits will not be issued without proof of a Certificate of Appropriateness.

Address of property 308 W Parkwood Rd Decatur, GA 30030

☐ McDonough-Adams-Kings Highway District

☒ Parkwood Historic District

☐ Clairemont Avenue Historic District

☐ Old DeKalb County Courthouse

☐ Ponce de Leon Court Historic District

☐ Scottish Rite Hospital for Crippled Children

☐ Old Decatur Historic District

Name of applicant Chelsea Ritter

Email chelsearitterjones@gmail.com

Address 308 W Parkwood Rd

City/state/ZIP Decatur, GA 30030

Phone 404-542-8327

Cell phone _____

Name of architect/contractor Chelsea Ritter - owner serving as contractor

Phone 404-542-8327

Email chelsearitterjones@gmail.com

Brief description of project (example: addition, siding replacement, fence, screen porch, etc.) New deck, half of which will be a screened in porch.

Does this project also require a variance? ☐ Yes ☐ No

Type of project (check all that apply)

Construction

☐ New building

☐ Addition to building

☐ Accessory building

☐ Major building restoration

☐ Minor exterior change

☒ Other partially-screened in deck

Site changes

☐ Driveway, sidewalk

☐ Fence, wall

☐ Signage

☐ Demolition or relocation of building

☐ Healthy tree removal

☐ Other partially-screened in deck

I hereby certify that the above and attached statements and documents are true to the best of my knowledge and belief.

Applicant signature Chelsea Ritter

Date 6/3/24

Staff use only

Complete application received by _____

Date _____

Chelsea Ritter
308 W Parkwood Rd
Decatur, GA 30030

Application for Certificate of Appropriateness

Project Scope: Construction of a new deck, half of that being a screened-in porch. No modification to the existing, conditioned area is included in this scope of work. All trees are to remain, none being removed for the deck addition. This will include increasing the rear, left, and right elevations from the existing 21'10" to a proposed 23'10", which will be the only aspect of the project seen from the street and will be built using shingles that match the shingles of the existing structure.

Required Materials

1. List of Proposed Materials

- Shingles to match existing roofing (**note:** this will be the only material that may be visible from the public right of way)
- TimberTech Weathered Teak PVC decking
- Insect mesh
- 1x12 fascia and 6x6 Pressure Treated beams (painted black) for outside structure
- 1x8 Cedar False Beam inside screened-in area
- Black aluminum alloy deck balusters

2. Existing and Proposed Site Plans can be found on sheet A0.1 of the blueprint

3. Existing and Proposed Elevation Plans can be found on pages A3.0 and A4.0 of the blueprint

- a. Front, Left, and Rear elevations will be impacted

4. Photographs of Property

Front of House (from across the road):



Front of the House (from the sidewalk):



Right Side of House:



Rear of House:



Left Side of House:



Additional Materials

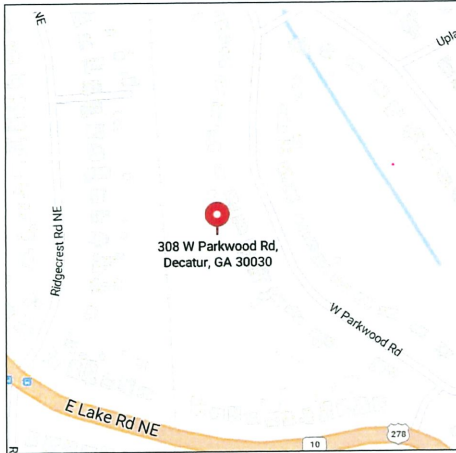
- 5. Floor Plan** can be found of sheet A1.0 of the blueprint
- 6. Roof Plan** can be found of sheet A2.0 of the blueprint
- 7. Plan with Existing Landscape** can be found of sheet A0.1 of the blueprint
 - a. No changes will be made to the existing landscape
- 8. Photos of Properties to Either Side**

Neighbor to the left of the property:



Neighbor to the right of the property





PROPERTY ADDRESS

308 W PARKWOOD RD
DECATUR, GA 30030

PROJECT SCOPE OF WORK

THIS PROJECT CONSISTS ON THE
CONSTRUCTION OF A NEW DECK HALF SCREEN
PORCH

NO MODIFICATION TO THE EXISTING,
CONDITIONED AREA IS INCLUDED IN THIS
SCOPE OF WORK

DRAWING INDEX

ARCHITECTURAL

- A0.0 COVER SHEET
- A0.1 EXISTING AND PROPOSED SITE
- A1.1 DECK PROPOSED
- A1.2 DECK FOUNDATION
- A1.3 DECK FRAMING
- A2.1 ROOF PROPOSED
- A2.2 ROOF DEMO
- A2.3 ROOF FRAMING
- A3.1 REAR ELEVATION - EXISTING
- A3.2 LEFT ELEVATION - EXISTING
- A3.3 RIGHT ELEVATION EXISTING
- A4.1 REAR ELEVATION - PROPOSED
- A4.2 LEFT ELEVATION - PROPOSED
- A4.3 RIGHT ELEVATION - PROPOSED
- A5.0 SECTION DETAIL
- A6.0 ELECTRICAL PLAN
- A7.0 TYPICAL GUARD DETAILS
- A8.0 EXISTING PICTURES

GENERAL NOTES:

1. ALL TREES ARE EXISTING TO REMAIN, NO BEING
REMOVED FOR DECK ADITION.

JM DESIGNS
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MARIETTA, GA

NEW DECK
308 PARKWOOD W, DECATUR 30030

ZONING CRITERIA

APPLICABLE BUILDING CODES

PROJECT DIRECTORY

SYMBOLS LEGEND

ZONING DIATRICT: R4

PARCEL ID: 15 237 05 023

MINIMUM SET BACKS:

FRONT 30'
SIDE INTERIOR 10'
REAR 40'

EXISTING LOT AREA: 0.60 AC

MAX. LOT COVERAGE (ALLOWED): 40%

EXISTING 20.55%
PROPOSED 20.55%

	EXIST	NEW
HOUSE	2,046 SF	-
DRIVEWAY	3,159SF	-
DECK	-NO - SF	844 SF

MAX. HEIGHT (ALLOWED) 35FT
PROPOSED (DECK) 23'-10"FT
EXISTING BUILDING 21'-10" FT

BUILDING:

INTERNATIONAL CODE, 2018 EDITION,
WITH GEORGIA AMENDMENTS (2020, 2022)
RESIDENTIAL: INTERNATIONAL RESIDENTIAL CODE (IRC), 2018
W/ GEORGIA AMENDMENTS (2020)
MECHANICAL: INTERNATIONAL MECHANICAL CODE, 2018 EDITION,
W/ GEORGIA AMENDMENTS (2020)
GAS: INTERNATIONAL FUEL GAS CODE, 2018 EDITION,
W/ GEORGIA AMENDMENTS (2020, 2022)
PLUMBING: INTERNATIONAL PLUMBING CODE, 2018 EDITION,
W/ GEORGIA AMENDMENTS (2020, 2022)
ELECTRICAL: NATIONAL ELECTRICAL CODE 2020 EDITION,
W/ GEORGIA AMENDMENTS (2021)
FIRE: NFPA 101 LIFE SAFETY CODE 2018 EDITION
LIFE SAFETY: INTERNATIONAL FIRE CODE, 2018 EDITION
ENERGY: NFPA 101 LIFE SAFETY CODE 2018 EDITION
INTERNATIONAL ENERGY CONSERVATION CODE,
2015 EDITION, W/GEORGIA SUPPLEMENTS AND
AMENDMENTS (2020, 2022, 2023)
ACCESSIBILITY: GEORGIA ACCESSIBILITY CODE-GSFC ROLES & REGS.
120-3-20 & DEPARTMENT OF JUSTICE DESIGN - MAY 2010

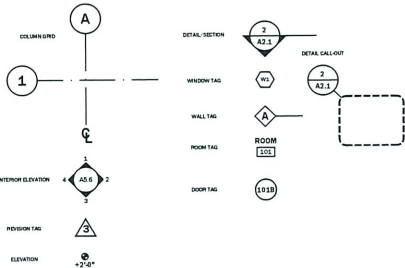
OWNER:

CHELSEA RITTER
308 W PARKWOOD RD
DECATUR, GA 30030

DRAFTER:

JM DESINGS
755 ELLEN DR SW
MARIETTA GA 30008
CONTACT: MARIO GOMEZ
PHONE: 864 735 5233
EMAIL:

STRUCTURAL
ENGINEER:



DATE: APR 30, 2024

DRAWN BY:
MARIO GOMEZ

SHEET NO.A0.0

RELEASED FOR CONSTRUCTION

SITE PLAN

Address: 308 W Parkwood Rd
Decatur, GA 30030
Parcel ID: 15 237 05 023
Lot area: 0.6 Acres
Drawing scale: 1"=30'

SIDE LEGEND:

1. EXISTING CONCRETE DRIVEWAY
2. NEW EXTERIOR COVERED PORCH
3. NEW DECK AREA APPX 846SF
4. EXISTING STONE WALL TO REMAIN
5. BRICK PAVERS

IMPERVIOUS SURFACE

EXISTING IMPERVIOUS (INCLUDED ROOF OVERHANGS)

HOUSE/ FRONT PORCH	2,046 SF
DRIVEWAY	872 SF
WALKWAY	568 SF
TOTAL	5,273 SF

PROPOSED ADDED SQ FT OF IMPERVIOUS AREAS:

HOUSE/ FRONT PORCH	2,046 SF
NEW DECK RV ROOF EAVES	872 SF
DRIVEWAY	3,159 SF
WALKWAY	568 SF
SUB TOTAL	6,245 SF
OVERLAP SQ FT	872 SF
TOTAL	5,273 SF

LOT 24.336 SQ FT (0.6 AC)
EXISTING IMPERVIOUS AREA 20.55%
PROPOSED IMPERVIOUS AREA 20.55%

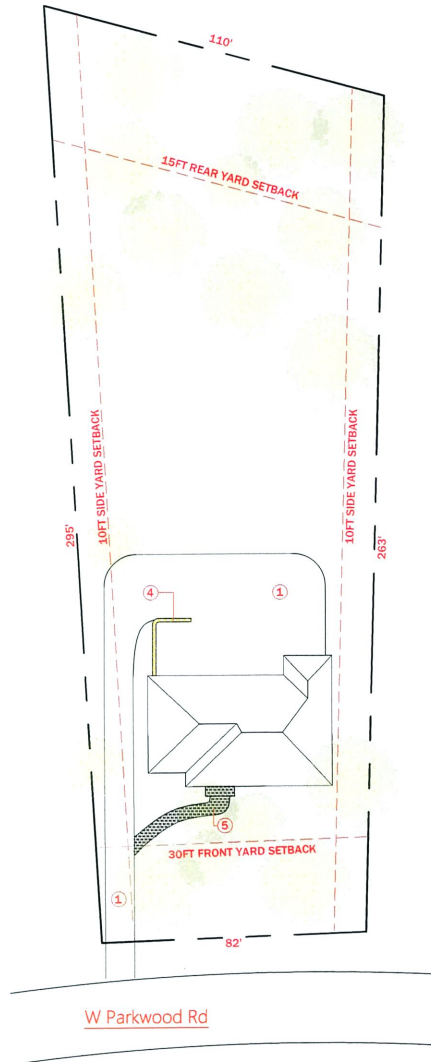
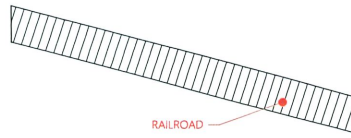
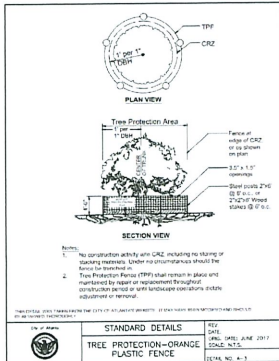
NOTES:

ALL TREES ARE EXISTING TO REMAIN, NO TREES BEING REMOVED FOR DECK ADDITION.
PERIMETER FILTER RING SHALL BE INSTALLED PRIOR TO LAND DISTURBING.

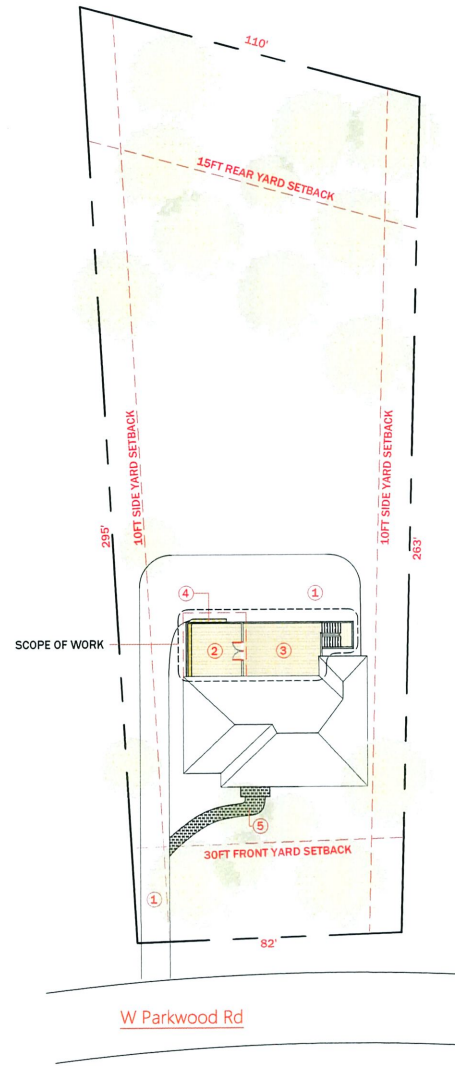
CONTRACTOR SHALL PROVIDE DUMPSTER TO REMOVE FROM SITE ALL FOOTER EXCAVATION AND DEBRIS.

MULCH OR TEMPORARY BRACING SHALL BE APPLIED TO ALL EXPOSED AREAS WITH 14 DAYS OF DISTURBANCES.

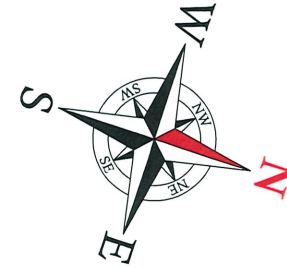
DISTURBED AREA ZONE APPROXIMATE 846 SF



EXISTING SITE



PROPOSED SITE



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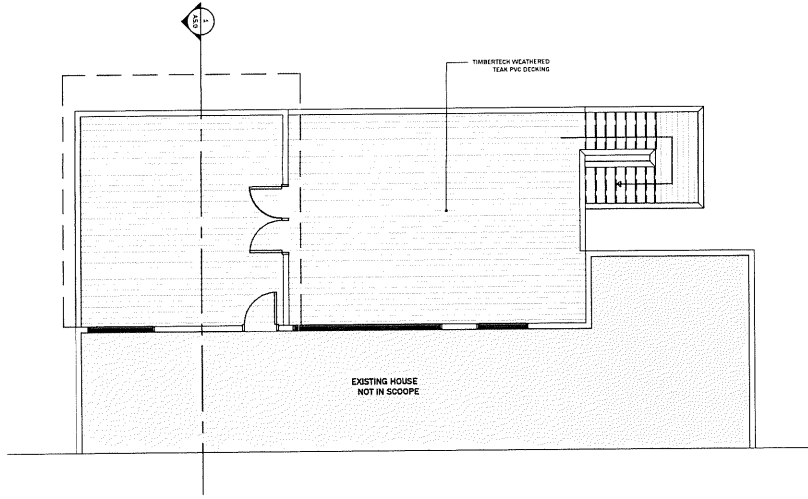
NEW DECK
308 PARKWOOD W, DECATUR 30030

DATE: APR 30, 2024

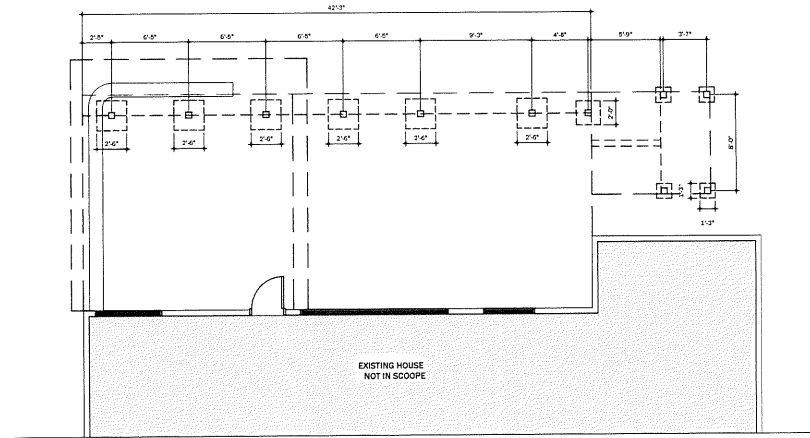
DRAWN BY:
MARIO GOMEZ

SHEET NO. A0.1

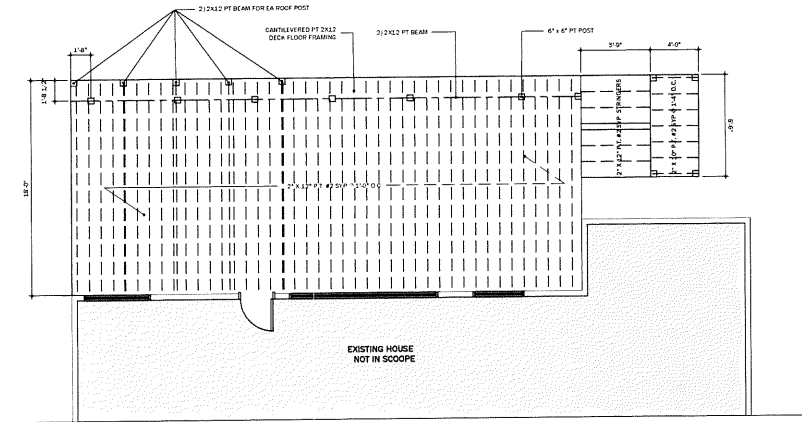
RELEASED FOR CONSTRUCTION



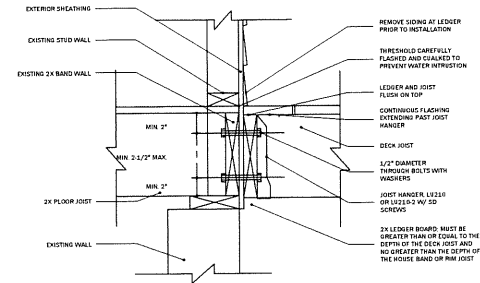
1 PROPOSED DECK
SCALE 1" = 0' 1/4"



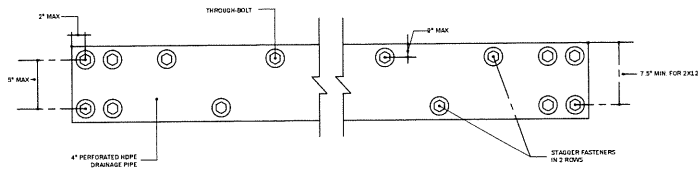
2 DECK FOUNDATION PLAN
SCALE 1" = 0' 1/4"



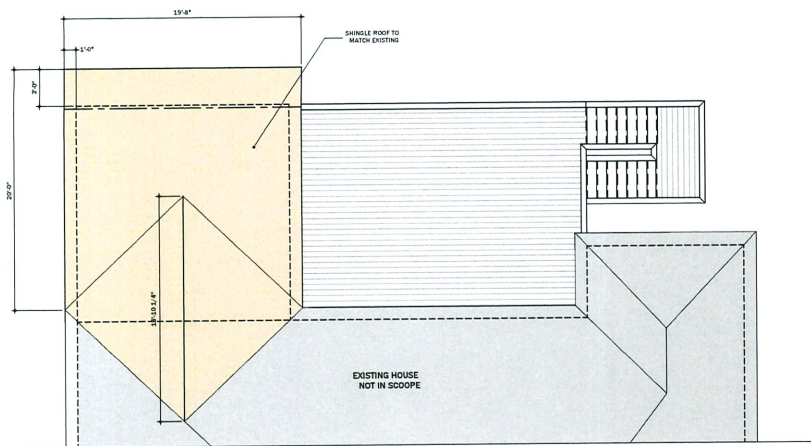
3 DECK FRAMING PLAN
SCALE 1" = 0' 1/4"



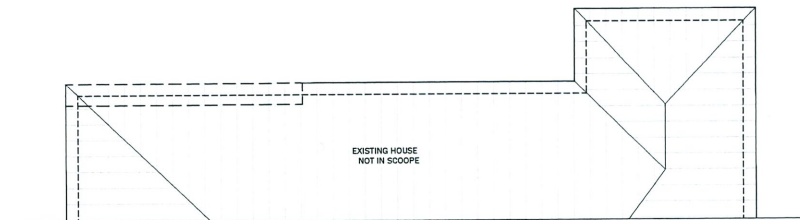
4 LEDGER BOARD TO BAND BOARD
SCALE 1" = NTS



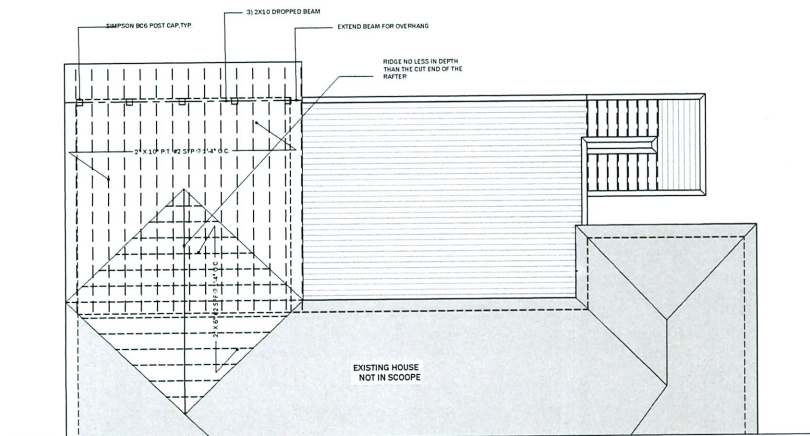
5 LEDGER BOARD FASTENER SPACING
SCALE 1" = NTS



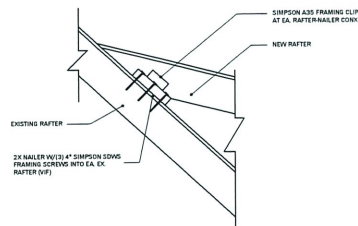
1 ROOF PLAN - PROPOSED
SCALE: 1" = 0'1/2" @"



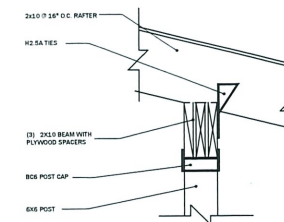
2 ROOF DEMO
SCALE: 1" = 0'1/2" @"



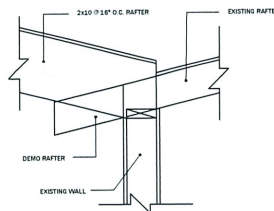
3 FRAMING PLAN - ROOF
SCALE: 1" = 0'1/2" @"



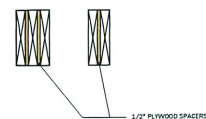
4 ROOF CONNECTION
SCALE: NTS



5 BEAM DETAIL
SCALE: NTS



6 RAFTER ON WALL DETAIL
SCALE: NTS



7 TYPICAL BEAM
SCALE: NTS

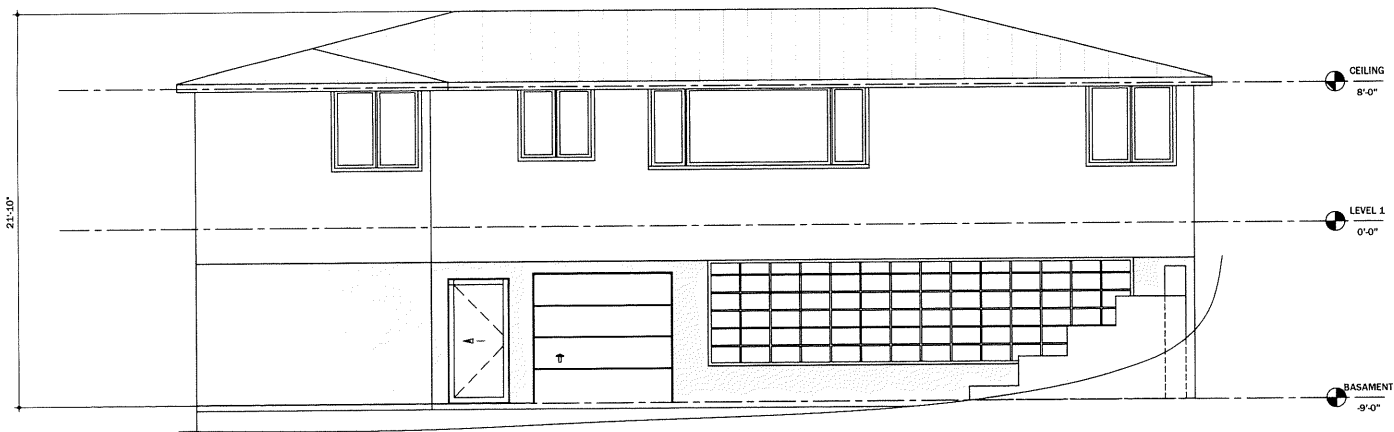
JM DESIGNS
ARCHITECTURAL SERVICES
MARIETTA, GA

NEW DECK
308 PARKWOOD W, DECATUR 30030

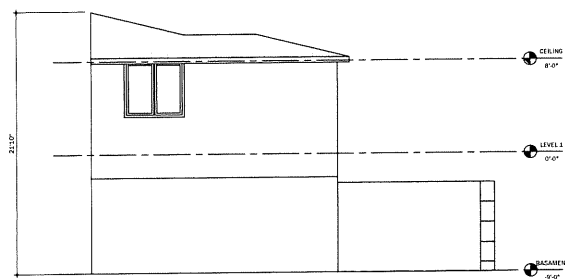
DATE: APR 30, 2024

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MARIO GOMEZ

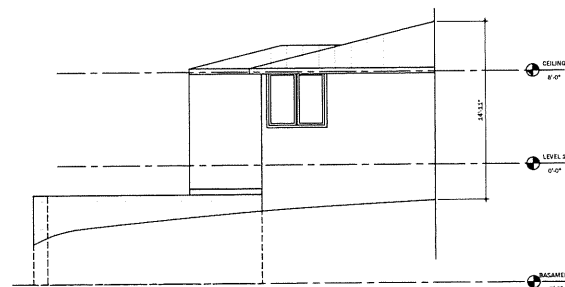
SHEET NO.A2.0



1 REAR ELEVATION - EXISTING
SCALE: 1" = 0'-3/16"



2 LEFT ELEVATION - EXISTING
SCALE: 1" = 0'-1/8"



3 RIGHT ELEVATION - EXISTING
SCALE: 1" = 0'-1/8"

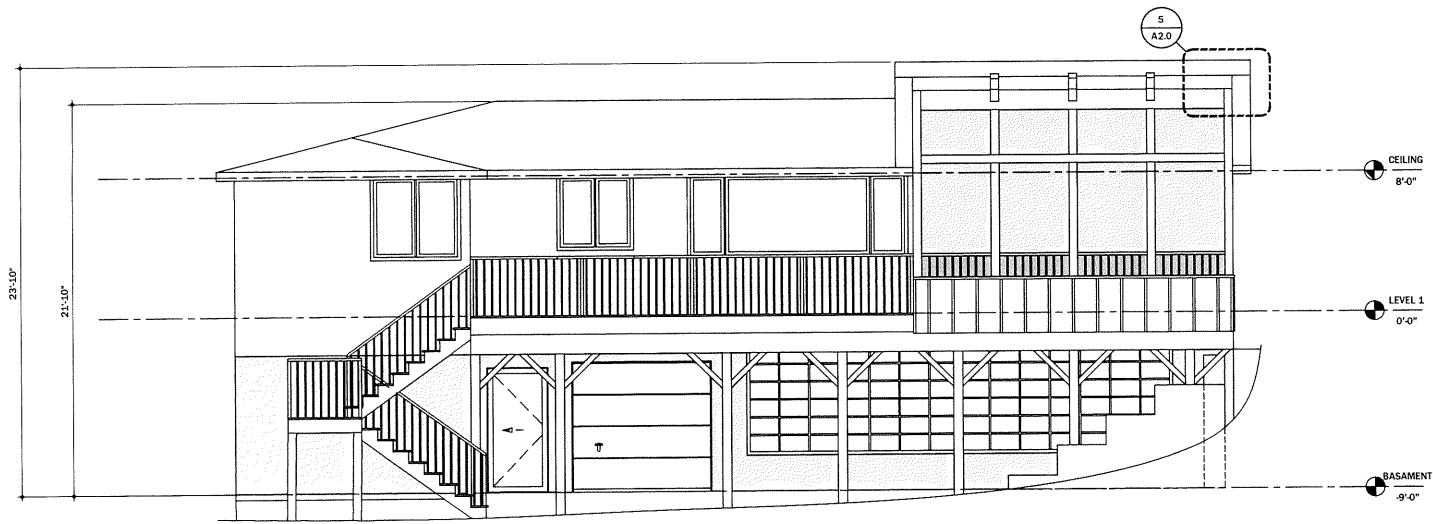
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NEW DECK
308 PARKWOOD W, DECATUR 30030

DATE: APR 30, 2024

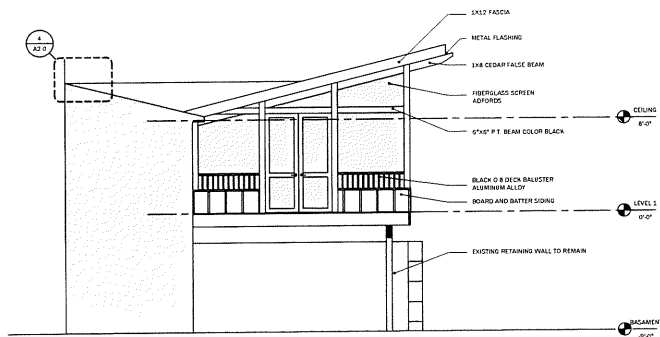
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SHEET NO.A3.0

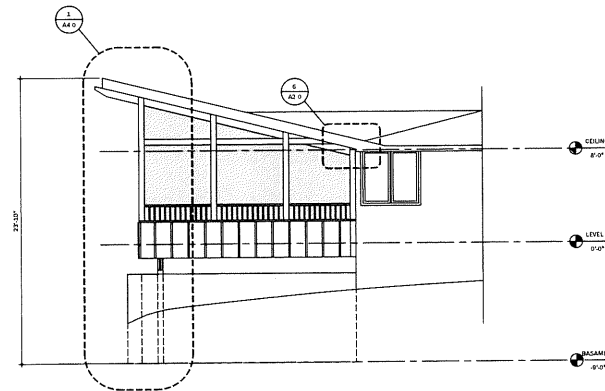


1 REAR ELEVATION PROPOSED
SCALE: 1" = 0'-3/16"

DOOR SCHEDULE	
1	EXTERIOR 36" FULL GLASS
6	4' DOUBLE SCREEN DOOR



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



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

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NEW DECK
308 PARKWOOD W, DECATUR 30030

DATE: APR 30, 2024

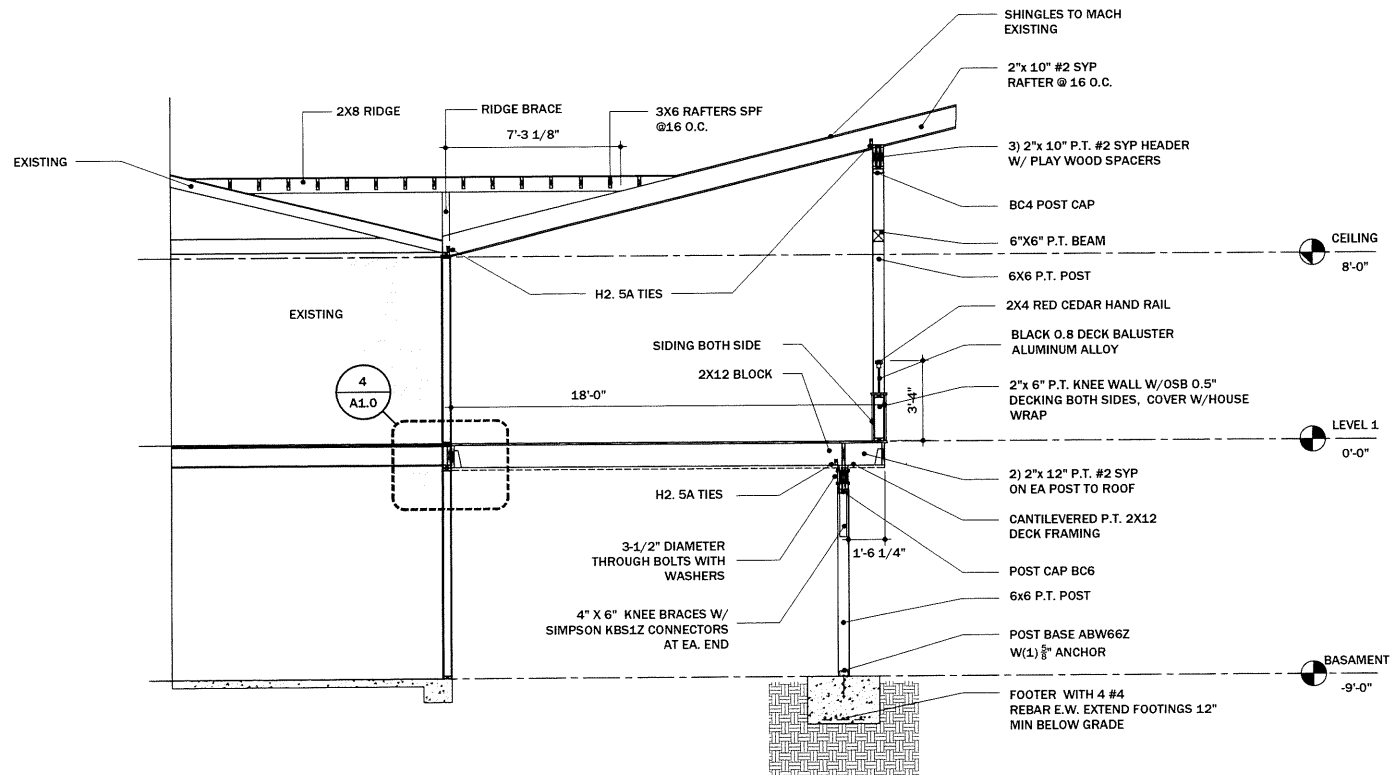
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SHEET NO.A4.0

DATE: APR 30, 2024

DRAWN BY:
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SHEET NO.A5.0



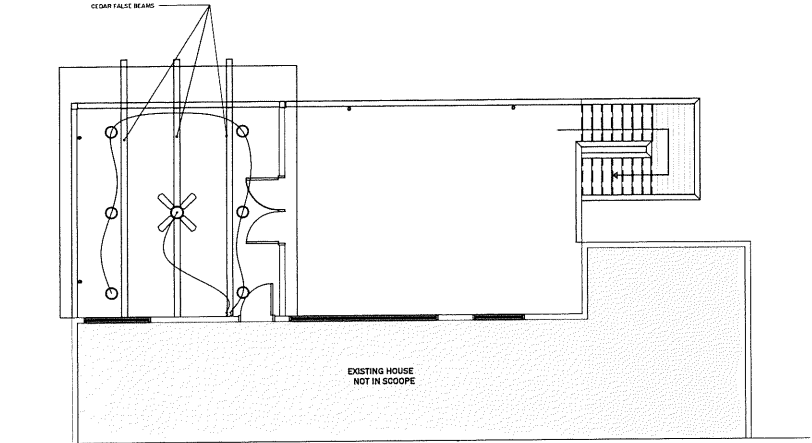
1

DECK/ROOF SECTION

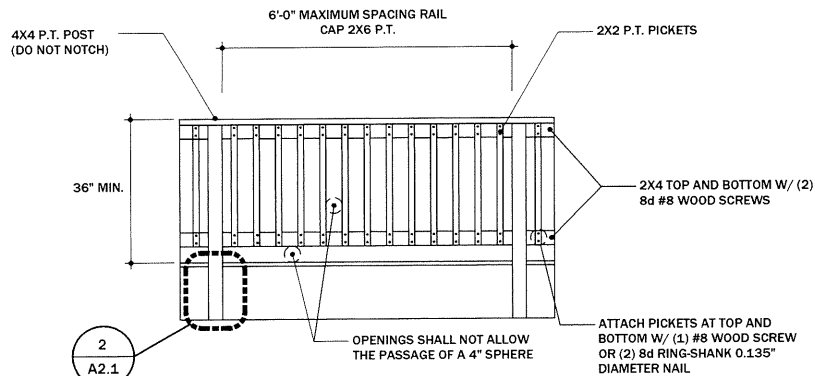
SCALE: 1' = 1/4"

ELECTRICAL SCHEDULE

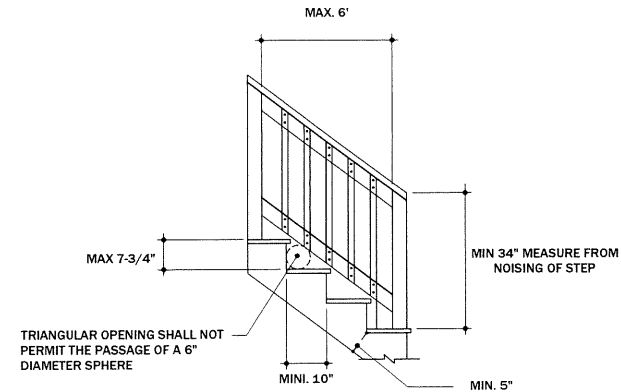
1	CIELING FAN
6	RECESSED LIGHT FIXTURE
4	GFCI RECEPTACLES



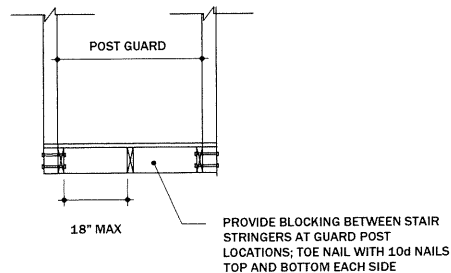
1 LEVEL 1 RCP
SCALE: 1" = 0'-0 1/8"



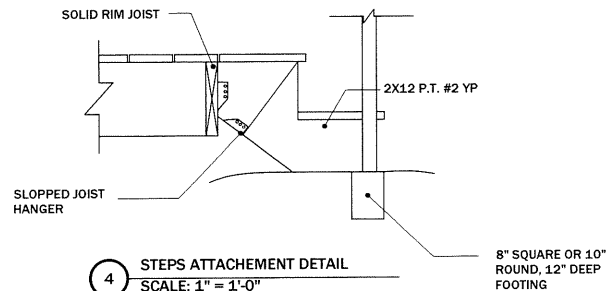
1 TYP GUARD DETAIL
SCALE: 1/2" = 1'-0"



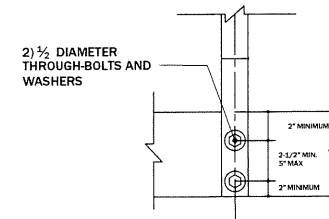
2 TYP STEP
SCALE: 1/2" = 1'-0"



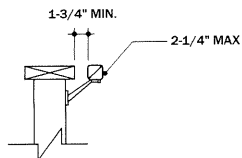
3 TYP STEP
SCALE: 1/2" = 1'-0"



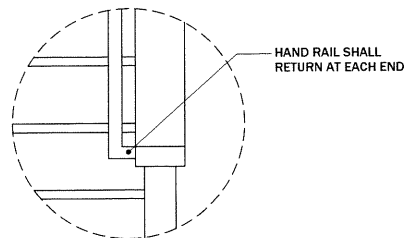
4 STEPS ATTACHMENT DETAIL
SCALE: 1" = 1'-0"



5 GUARD POST ATTACHMENT DETAIL
SCALE: 1" = 1'-0"



6 HANDRAIL REQUIREMENTS
SCALE: 2" = 1'-0"



7 HANDRAIL REQUIREMENTS
SCALE: 2" = 1'-0"

JM DESIGNS
ARCHITECTURAL SERVICES
MARIETTA, GA

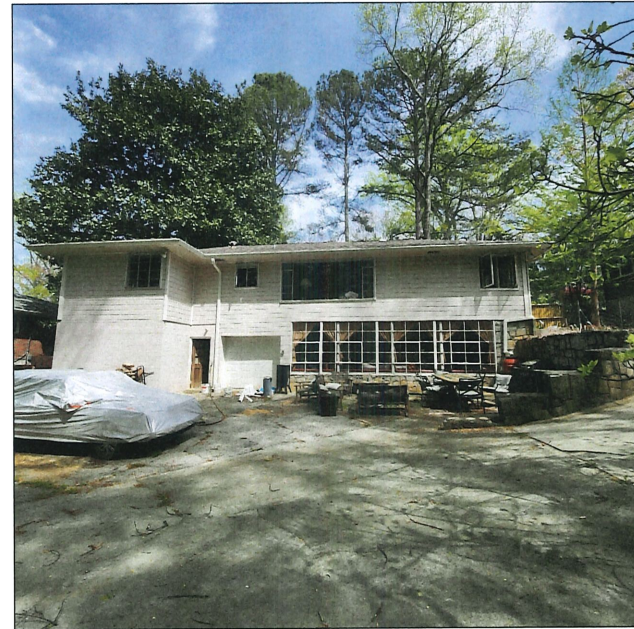
NEW DECK
308 PARKWOOD W, DECATUR 30030

DATE: APR 30, 2024

DRAWN BY:
MARIO GOMEZ

SHEET NO.A7.0

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JM DESIGNS
ARCHITECTURAL SERVICES
MARIETTA, GA

NEW DECK
308 PARKWOOD W, DECATUR 30030

DATE: APR 30, 2024

DRAWN BY:
MARIO GOMEZ

SHEET NO.A8.0

RELEASED FOR CONSTRUCTION