

Historic Preservation Studio  
Office of Design  
55 Trinity Avenue S.W., Suite 3350  
Atlanta, Georgia 30303 (404) 330-6145



Department of  
**CITY PLANNING**

Application #: \_\_\_\_\_

Date Accepted: \_\_\_\_\_

## Application for Certificates of Appropriateness, Staff Review, and Review and Comment

Applicant's Name Adam Stillman  
Applicant's Address 350 Sinclair Ave NE  
City Atlanta State GA Zip 30307  
Phone # 770-330-3389 E-Mail apstillman@gmail.com

### DESCRIPTION OF PROPERTY:

Property Address 360 Sinclair Ave NE  
Zoning Category R-5/HC-20L-SA1 Beltline? Y In SPI / MR / MRC / NC? N

Is Inclusionary Zoning applicable to this project? Yes ☐ No ☒

\*Note: IZ is applicable to all new or conversion multifamily residential rental projects with ten (10) or more units in either the Beltline Overlay District or four Westside Neighborhoods (English Avenue, Vine City, Ashview Heights, or AUC). For these projects, applicant must complete and submit the supplemental Inclusionary Zoning Certification form.

### DESCRIPTION OF PROJECT:

Describe clearly and in detail all proposed construction, alterations, repairs and other changes to the exterior appearance or site. The Office of Design Staff will use this description to determine the appropriate application type. Additional pages may be used if more space is needed, but "See Attached" will not be accepted

Interior renovations to existing house; construct rear addition with master bedroom suite on main level, and guest room/office suite on basement level; demo and rebuild existing deck, reversing stair direction to back yard.

The Office of Design Accepts Applications  
Monday through Friday from 8:30 Am to 3:00 PM  
Incomplete applications will NOT be accepted.

## Application Checklist

**Required Submission Materials: (*Incomplete applications will NOT be accepted*).** All submitted materials are retained by the Office of Design and not returned to the applicant.

Many scopes will require Compatibility Comparisons. Please see District regulations for specific requirements.

- Alterations with no structural changes (repairs/replacement):
  - Photographs
  - Manufacturer's spec. sheets for replacement products
- Alterations with structural changes:
  - Elevations
  - Photographs
- Additions and new construction:
  - Site Plans
  - Elevations
  - Photographs
- Specific requirements for window and door work:
  - Window and door repair:
    - Photographs of each window and door proposed for repair keyed to a rough floor plan
    - Description of the repair methods that will be used
  - Window and door replacement:
    - Photographs of each window and door proposed for replacement keyed to a rough floor plan
    - Elevations (only if windows are changing location)
    - Information detailing the infeasibility of repairing the existing windows and doors including various methods considered; and,
    - Information on the proposed replacement window product (Manufacturers Spec. Sheet)
- Specific requirements for fences and site work:
  - To-scale site plans which show all 4 corners of the subject property and the structure
  - For fences and walls:
    - The location, height, and materials of the fence/wall clearly noted on the site plan
  - For paving:
    - The location and materials of the paving clearly noted on the site plan
  - For decks
    - The location of the deck clearly noted on the site plan

While it is not required and will not affect the outcome of your review, the Office of Design Staff strongly recommends that you contact your neighborhood association for their input on your project before submitting for a review.

I HEREBY AUTHORIZE THE OFFICE OF DESIGN STAFF AND MEMBERS OF THE ATLANTA URBAN DESIGN COMMISSION TO INSPECT THE PREMISES OF THE ABOVE DESCRIBED PROPERTY. I HEREBY DEPOSE AND SAY THAT ALL STATEMENTS HEREIN AND ATTACHED STATEMENTS SUBMITTED ARE TRUE TO THE BEST OF MY KNOWLEDGE AND BELIEF.



APPLICANT OR AGENT

for, DOUG YOUNG, EXECUTIVE DIRECTOR

## Authorization by Property Owner

(Required only if the applicant is not the owner of the property subject to the proposed application.)

(Please Print Clearly)

I, Alfonso Castro-Aguilar (OWNER'S NAME) SWEAR AND AFFIRM THAT I AM THE OWNER OF THE PROPERTY AT 360 Sinclair Ave. NE (PROPERTY ADDRESS). AS SHOWN IN THE RECORDS OF Fulton COUNTY, GEORGIA, WHICH IS THE SUBJECT MATTER OF THE ATTACHED APPLICATION. I AUTHORIZE THE PERSON NAMED BELOW TO FILE THIS APPLICATION AS MY AGENT.

### NAME OF APPLICANT:

LAST NAME Stillman FIRST NAME Adam

ADDRESS 350 Sinclair Ave NE SUITE \_\_\_\_\_

CITY Atlanta STATE GA ZIP CODE 30307

### OWNER'S TELEPHONE NUMBER:

AREA CODE (609) NUMBER 742 - 6080

Alfonso Castro-Aguilar  
SIGNATURE OF OWNER

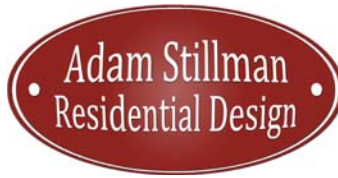
Alfonso Castro-Aguilar  
PRINT NAME OF OWNER

PERSONALLY APPEARED BEFORE ME THE ABOVE NAMES, WHO SWEARS THAT THE INFORMATION CONTAINED IN THIS AUTHORIZATION IS TRUE AND CORRECT TO THE BEST KNOWLEDGE AND BELIEF.

[Signature]  
NOTARY PUBLIC

01/28/2021  
DATE

P PATEL  
Notary Public, Cobb County, Georgia  
My Commission Expires Feb 24, 2023



## Project Description – 360 Sinclair Avenue NE

This application for a Type III Certificate of Appropriateness includes a rear addition to the existing one-story (with basement) contributing structure and interior renovations to the existing house. The house was constructed in 1930, according to Fulton County tax records. The lot appears vacant on the 1911 Sanborn Fire Insurance Company Map panel 164.

Proposed renovations to the existing house:

1. Interior renovations (not be visible from the exterior of the house.)

Proposed addition to the house:

1. Construct a rear addition containing a master bedroom suite on the main floor and guest room/office suite in the basement. The wall height and eave overhangs will match those of the existing house. The addition will be inset from the left side of the house to differentiate between the existing house and the addition. Exterior materials will include a brick veneer foundation, smooth-face hardiplank lap siding to further differentiate the addition from the all brick existing house and to match the existing garage/ADU, wood trim, asphalt shingles, and stucco half-timbering in the new rear gable. New windows will be simulated divided light with permanently affixed exterior muntins.

Site:

1. Remove and rebuild rear deck, reversing the stair direction.
2. Construct a new paver stone walkway from the rear addition to the existing garage/ADU.



1911 Sanborn Fire Insurance Map showing a vacant lot





Right side of house - taken from front



Back of house



Left side of house - taken from rear



Front of house - unchanged