

**Olivia Hallquist, AIA** // oliviahallquist@gmail.com // 513.543.7852

February 3rd, 2021

David Cullison  
DeKalb County Department of Planning & Sustainability  
330 W. Ponce de Leon Avenue  
Third Floor  
Decatur, Georgia 30030

Dear Mr. Cullison,

I am writing a letter of interest in regard to the DeKalb County Historic Preservation Commission position. I was made aware of this position through Sarah C. Pitts, a current member of the DeKalb County Historic Preservation Commission.

Currently, I am a resident of DeKalb County and have resided here since June of 2020. In an effort to begin engaging with my community, I joined the Kirkwood Neighborhood Association and became a member of the Zoning Review Committee in late summer. I am also a registered architect, specializing in Historic Preservation with 8+ years of experience. I have prior experience of submitting applications and plans to Historic Preservation Commissions, including DeKalb County, City of Atlanta and City of Birmingham, so I am familiar with the application and approval process. Being able to leverage my experience as a preservation architect to serve as a member of the Historic Preservation Commission would be a great learning experience and provide a new perspective for me.

Please consider my attached resume and this letter as a sincere intent of interest. Thank you for your consideration, and I look forward to hearing from you.

Sincerely,



Olivia Hallquist

EDUCATION	<b>Georgia Institute of Technology</b> Master of Architecture Highest Honors	2011 - 2013
	<b>Miami University</b> Bachelor of Arts in Architecture Minor in Spanish and Latin American Studies	2006 - 2010
	<b>Architectural Association</b> Summer Semester Program	Summer 2009
EXPERIENCE	<b>Lord Aeck Sargent, A Kattera Company // Atlanta, GA</b> Project Architect / Project Manager - Historic Preservation Various project experience including the rehabilitation of historic structures, researching and writing Historic Structures Reports, performing code analyses of buildings utilizing the International Existing Building Code, conducting building assessments, and full project production and coordination from building programming to construction documents and construction administration.	2013 - 2021
	<b>Houser Walker Architecture // Atlanta, GA</b> Architectural Intern Assisted with site research, programming through complete construction documents, and overall project coordination for the renovation of the Historic Newnan Hospital for the new University of West Georgia at Newnan Campus.	2013
	<b>CR ARCHITECTURE + DESIGN // Cincinnati, OH</b> CO-OP and Architectural Intern Assisted with zoning, land-use, district analysis & research.	2011
	<b>Strata-G Communications // Cincinnati, OH</b> Senior Art Directors Assistant - Creative Department Helped generate computer-aided artwork for marketing materials. Collaborated with the Creative team to design and produce promotional items. Developed new design themes for marketing and collateral material. Participated in project production for key clients under the Marketing Dept.	Summer 2010
ACHIEVEMENTS	<b>Registered Architect, State of Georgia</b>	
	<b>NCARB Certified</b>	
	<b>Kirkwood Neighborhood Organization - Zoning Committee</b>	
PROFICIENT SKILLS	<b>Software</b> Revit, AutoCAD, Sketchup, Photoshop, Illustrator, InDesign, Microsoft Office	
	<b>Craft</b> Sketching, model building, hand drafting, hand rendering, drawing, painting,	
	<b>Personal</b> Proficient in organization and coordination of various data types. Interested in traveling, volunteering, and historic research.	