

CERTIFICATE OF APPROPRIATENESS APPLICATION FORM



PLANNING &
DEVELOPMENT
DEPARTMENT

PROPERTY

Address 400 Cordell, Houston, TX 77009
Historic District / Landmark Whitaker-Graliano-Brown House HCAD # 0330920000014
Subdivision Brookesmith Lot 6 Block 8

DESIGNATION TYPE

- Landmark Contributing
 Protected Landmark Noncontributing
 Archaeological Site Vacant

PROPOSED ACTION

- Alteration or Addition Relocation
 Restoration Demolition
 New Construction Excavation

DOCUMENTS

- Application checklist for each proposed action and all applicable documentation listed within are attached

OWNER

Name Sam and Connie Steele
Company _____
Mailing Address 1302 Waugh Dr. #357
Houston, TX 77019
Phone 925-818-3067
Email [REDACTED]
Signature *Samuel S. Steele*
Connie S. Steele
Date 1/5/2015

APPLICANT (if other than owner)

Name Genevieve Fox
Company Spencer Howard Design + Construction Management
Mailing Address 1122 Wyatt St
Houston, TX 77023
Phone 713-470-9896
Email [REDACTED]
Signature *Genevieve Fox*
Date 1/5/2015

ACKNOWLEDGEMENT OF RESPONSIBILITY

Requirements: A complete application includes all applicable information requested on checklists to provide a complete and accurate description of existing and proposed conditions. Preliminary review meeting or site visit with staff may be necessary to process the application. Owner contact information and signature is required. Late or incomplete applications will not be considered.

Deed Restrictions: You have verified that the work does not violate applicable deed restrictions.

Public Records: If attached materials are protected by copyright law, you grant the City of Houston, its officers, agencies, departments, and employees, non-exclusive rights to reproduce, distribute and publish copyrighted materials before the Houston Archaeological and Historical Commission, the Planning Commission, City Council, and other City of Houston commissions, agencies, and departments, on a City of Houston website, or other public forum for the purposes of application for a Certificate of Appropriateness or building permit, and other educational and not for profit purposes. You hereby represent that you possess the requisite permission or rights being conveyed here to the City.

Compliance: If granted, you agree to comply with all conditions of the COA. Revisions to approved work require staff review and may require a new application and HAHC approval. Failure to comply with the COA may result in project delays, fines or other penalties.

Planner: _____

Application received: ___/___/___ Application complete: ___/___/___

CERTIFICATE OF APPROPRIATENESS APPLICATION INSTRUCTIONS



PLANNING &
DEVELOPMENT
DEPARTMENT

Well in advance of the COA application deadline contact staff to discuss your project, application requirements, and, if necessary, to make an appointment to meet with staff for a project consultation. Visit the Historic Preservation Web Manual for historic district profiles, project guidance and forms.
www.houstontx.gov/HistoricPreservationManual

Historic Preservation Office

713.837.7963

historicpreservation@houstontx.gov

SUBMISSION INSTRUCTIONS

To submit application to Planning Department:

- email documents to historicpreservation@houstontx.gov (attachments must be less than 10MB)
- send a Dropbox shared folder invitation to historicpreservation@houstontx.gov, or
- contact staff to set up an appointment to drop off a disc or flash drive.

MEETING SCHEDULE

- Applications are due **22 calendar days** in advance of the HAHC meeting by **12 PM (noon)** on the deadline date. Exception: revisions to items deferred or denied at the previous HAHC meeting are due 15 days in advance of the scheduled meeting.
- Application deadlines are firm. All materials must be submitted by the deadline to be considered at the following HAHC meeting. Designs must be final at time of application; revisions will not be accepted after the deadline.
- HAHC will not accept new material or redesigns presented at the HAHC meeting. Deferral until the following month's meeting may be necessary in such cases to allow for adequate review by staff and commissioners.
- HAHC monthly meetings are held at 3:00 PM at City Hall Annex, 900 Bagby Street, City Council Chambers, Public Level.

2014 Meeting Dates (Thursdays unless noted otherwise)	COA Application Deadlines	Demolition / Relocation Posted Sign Deadlines
October 23	October 1	October 13
November 20	October 29	November 10
December 17 (Wednesday)	November 25	December 7

DEFINITIONS

Addition: any expansion to an existing building, structure or object.

Alteration: any change to the exterior of a building or structure, including adding, moving, removing or replacing an exterior feature.

Demolition: an act or process that destroys in whole, or a majority of, any building, structure, object or site.

Excavation: to expose, uncover, or remove by digging, cutting or hollowing out.

Exterior Feature: an element of the architectural character and the general arrangement of the external portion of a building, structure or object, including building materials.

Mandatory Repair: a repair of a building or structure that is necessary to comply with Article IX, Ch. 10, Houston Code of Ordinances, as evidenced by an order of the hearing official or the building and standards commission or by a citation.

New Construction: the erection of a new building, structure, or object, on a lot, site, or other property.

Relocation: any change in the location of a building, structure, or object.

Restoration: accurately recovering the form and detail of a building, structure, object, or site and its setting as it appeared at a particular period of time by means of the removal of later work, or by the replacement of missing earlier work, or both.

CERTIFICATE OF APPROPRIATENESS ALTERATION & ADDITON CHECKLIST



PLANNING &
DEVELOPMENT
DEPARTMENT

Well in advance of the COA application deadline contact staff to discuss your project and, if necessary, to make an appointment to meet with staff for a project consultation.

Complete all applicable items and submit with the COA application form. Staff can assist you in determining what items are required for your scope of work. An incomplete application may cause delays in processing or may be deferred to the next agenda. Application materials must clearly represent current and proposed conditions. Refer to Houston Code of Ordinances, Ch. 33 VII, Sec. 33-241 for approval criteria for alteration, rehabilitation, restoration and additions.

PROPERTY ADDRESS: 400 Cordell Street Houston TX 77009

BUILDING TYPE

- single-family residence
- multi-family residence
- commercial building
- mixed use building
- institutional building
- garage
- carport
- accessory structure
- other

ALTERATION TYPE

- addition
- foundation
- wall siding or cladding
- windows or doors
- porch or balcony
- roof
- awning or canopy
- commercial sign
- ramp or lift
- other

WRITTEN DESCRIPTION

- property description, current conditions and any prior alterations or additions
- proposed work; plans to change any exterior features, and/or addition description
- current building material conditions and originality of any materials proposed to be repaired or replaced
- proposed new materials description; attach specification sheets if necessary

PHOTOGRAPHS label photos with description and location

- elevations of all sides
- detail photos of exterior elements subject to proposed work
- historical photos as evidence for restoration work

DRAWINGS scale like drawings the same; include all dimensions and drawing scale; label with cardinal directions

- current site plan
- proposed site plan
- current floor plans
- proposed floor plans
- current window and door schedule
- proposed window and door schedule
- demolition plan
- current roof plan
- proposed roof plan
- current elevations (all sides)
- proposed elevations (all sides)
- perspective and/or line of sight

I (we) request approval of a Certificate of Appropriateness to...

Revise an existing approved COA for the construction of a 2-story addition to the historic Whitaker-Graliano-Brown house at 400 Cordell Street. The changes to the approved exteriors consist of: returning to an enclosed porch, modification of windows, and relocation of an exterior door on the south wall of the addition. The existing COA was approved in May of 2014; materials are attached to this application.

Statement of intent:

1. With approval in May of 2014 to "open up" the enclosed porch with side door entry, we are requesting to modify the size of the side entry while maintaining the indentation which delineates the existing house from the addition.
2. We request permission to revise a few windows on the Melwood Street side from double hung to smaller "fixed" windows for the purpose of privacy and security.

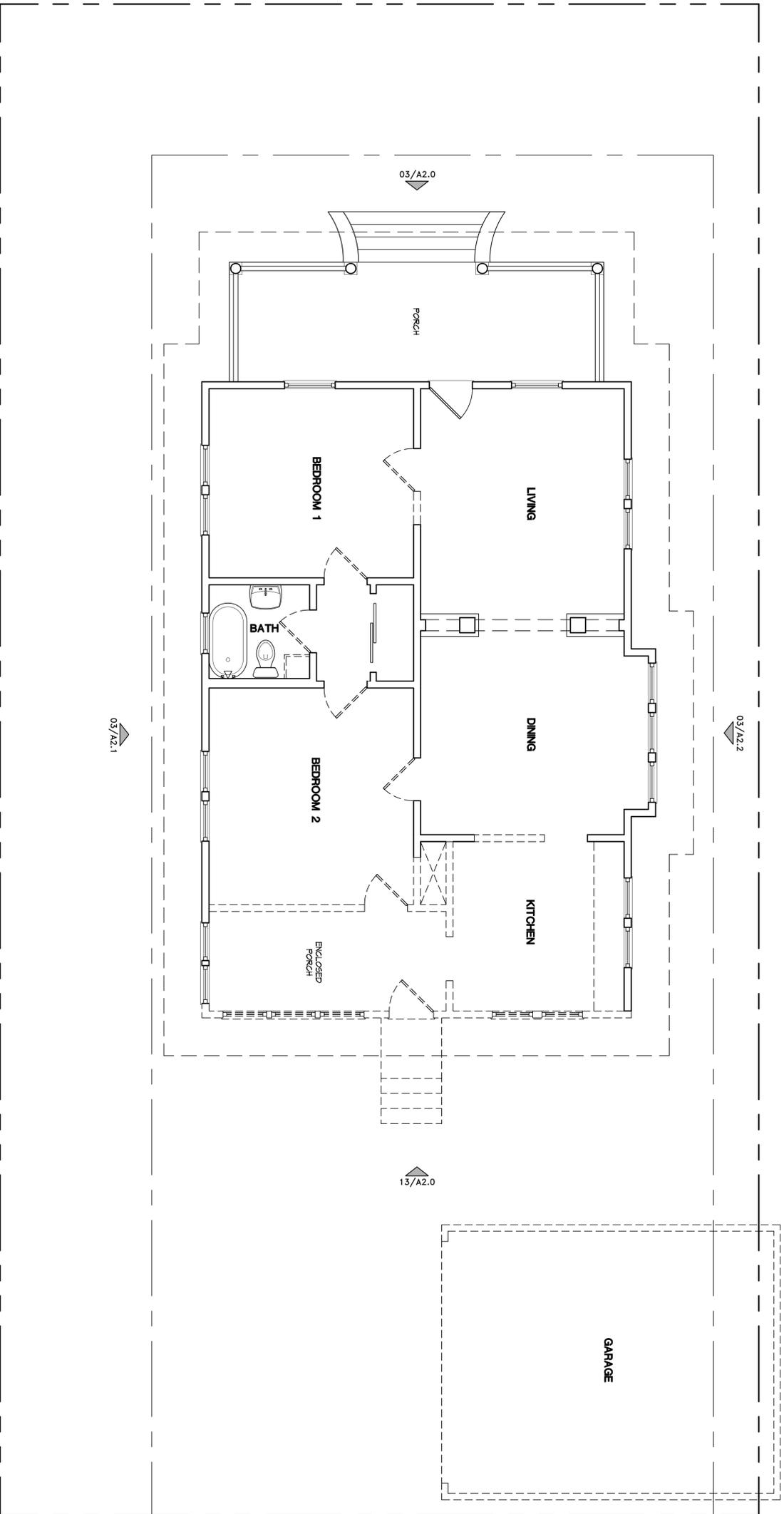
Our requests are for the purposes keeping the existing historic house "in tact", but still define existing from new.

A Residence For

MR. & MRS.
STEELE

400 Cordell Street
Houston, Texas
77009

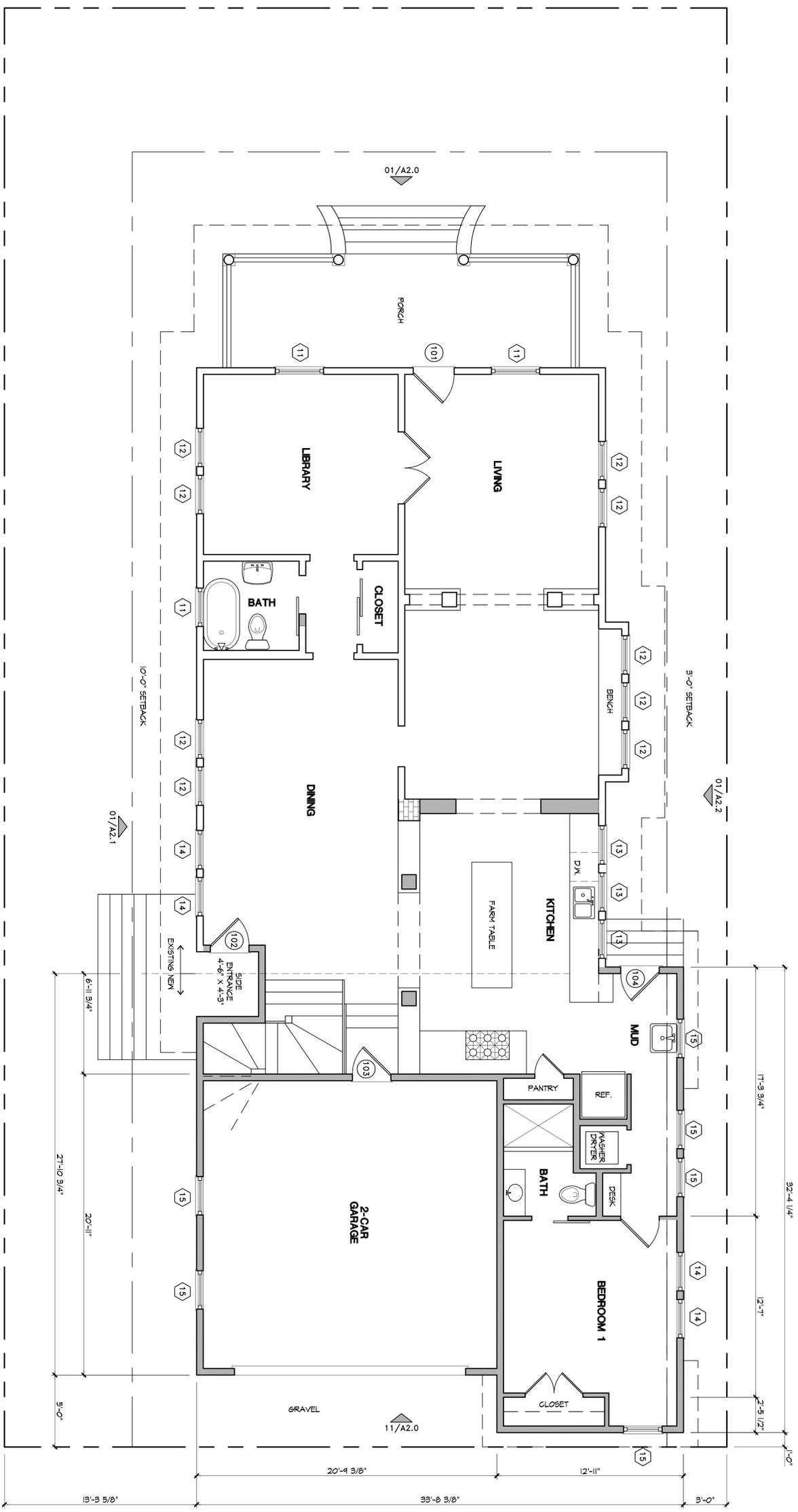
General Notes to Sheet:



Exist / Demo
1st Floor
Plan

Date of Plot: 12/16/2014
Sheet:

01 FLOOR PLAN
1/4" = 1'-0"



WINDOW SCHEDULE

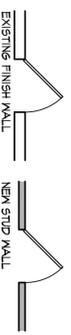
MARK	LOCATION	TYPE	MANUFACTURER	WIDTH	HEIGHT	EGRESS	NOTES
11	VARIOUS	DOUBLE-HUNG	EXISTING	3'-4"	5'-5"	YES	EXISTING TO REMAIN
12	VARIOUS	DOUBLE-HUNG	EXISTING	2'-8"	5'-5"	YES	EXISTING TO REMAIN & MATCHED
13	KITCHEN	AWNING	EXISTING	2'-8"	2'-8"	NO	EXISTING TO BE SALVAGED REUSED
14	VARIOUS	DOUBLE-HUNG	CUSTOM	2'-8"	5'-5"	YES	NEW MATCH WINDOW 12
15	VARIOUS	FIXED	CUSTOM	2'-8"	2'-8"	NO	RECLAIMED OR APPROVED EQUAL

VERIFY EXISTING DIMENSIONS IN FIELD.
CONFIRM FINAL SELECTIONS WITH SPENCER HOWARD & OWNER.

DOOR SCHEDULE

MARK	LOCATION	TYPE	MANUFACTURER	WIDTH	HEIGHT	NOTES
101	LIVING	WOOD / GLASS	EXISTING	2'-10"	7'-0"	EXISTING TO REMAIN. REPAIR AS REQ'D.
102	KITCHEN / DINING	WOOD / GLASS	CUSTOM	2'-8"	7'-0"	OR APPROVED EQUAL
103	GARAGE	STEEL / PANEL	T.B.D.	2'-8"	7'-0"	OR APPROVED EQUAL
104	MUD	WOOD / GLASS	CUSTOM	2'-8"	7'-0"	OR APPROVED EQUAL

VERIFY EXISTING DIMENSIONS IN FIELD.
CONFIRM FINAL SELECTIONS WITH SPENCER HOWARD & OWNER.



01 FLOOR PLAN
1/4" = 1'-0"

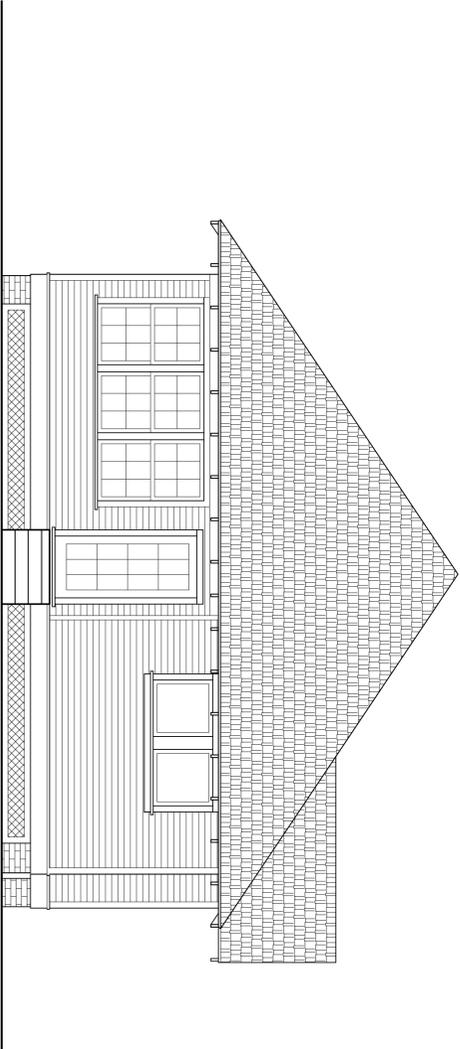
New
1st Floor
Plan

Date of Plot: 12/16/2014
Sheet:

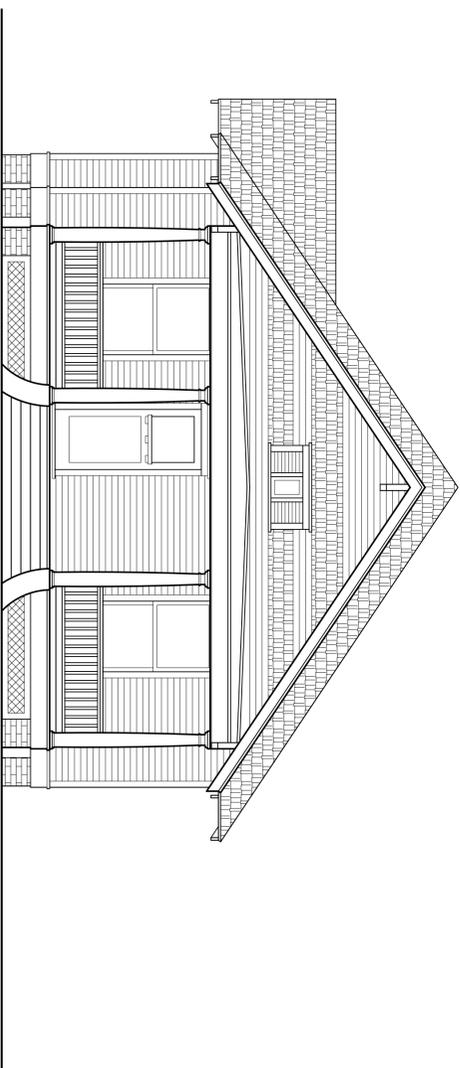
Date Issued:

ISSUE FOR IAHAC APPROVAL
11/25/2014
ISSUE FOR IAHAC APPROVAL
12/16/2014

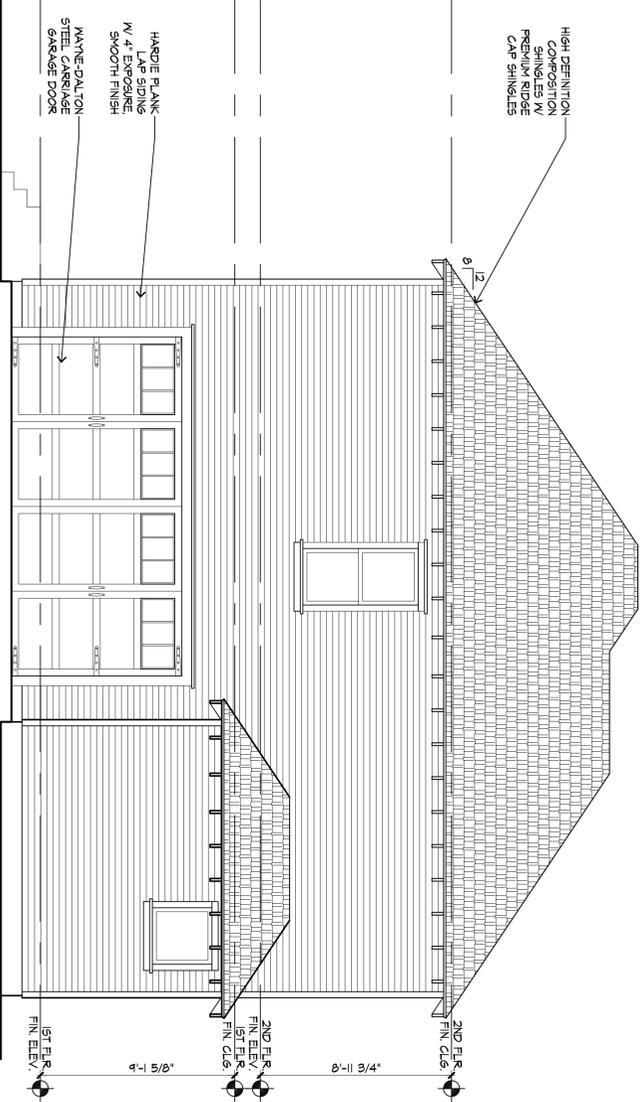
05/07/2014
11/25/2014
12/16/2014



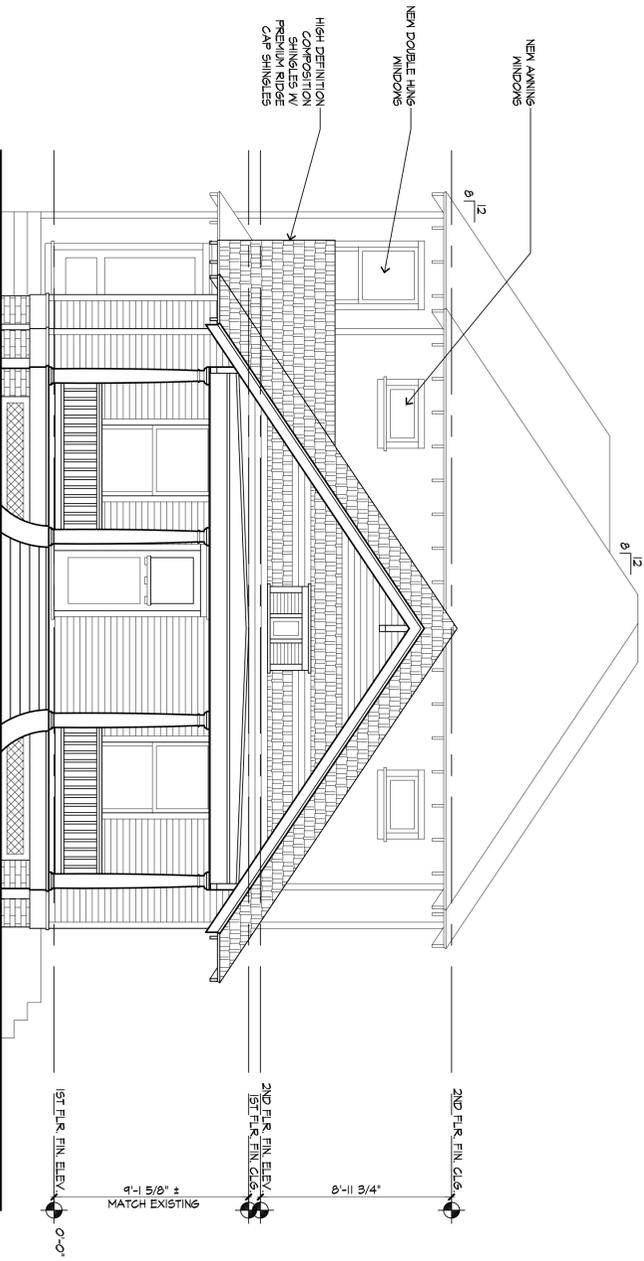
13 EXISTING ELEVATION
1/4" = 1'-0"



03 EXISTING ELEVATION
1/4" = 1'-0"



11 NEW ELEVATION
1/4" = 1'-0"



01 NEW ELEVATION
1/4" = 1'-0"

General Notes to Sheet:

A Residence For
**MR. & MRS.
STEELE**
400 Cordell Street
Houston, Texas
77009

Sheet Contents:

Exterior
Elevations

Date of Plot: 12/16/2014

Sheet:

Date Issued:

ISSUE FOR HABC APPROVAL
11/25/2014

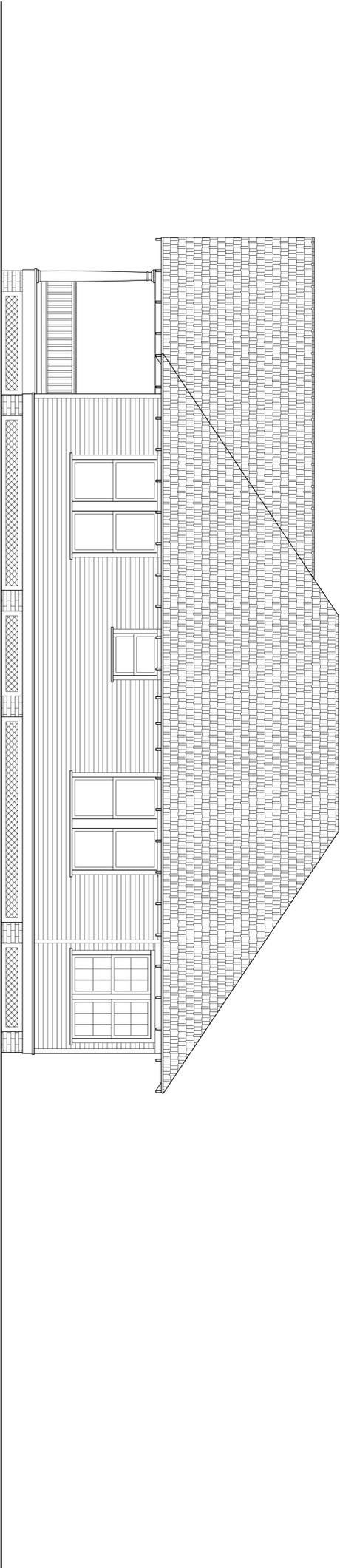
05/07/2014
11/25/2014
12/16/2014

A Residence For

MR. & MRS.
STEELE

400 Cordell Street
Houston, Texas
77009

General Notes to Sheet:



03 EXISTING ELEVATION
1/4" = 1'-0"

HIGH DEFINITION
COMPOSITION
SHINGLES W/
PREMIUM RIDGE
CAP SHINGLES

ALUMN

Ø 12"

2ND FLR.
FIN. CLG.

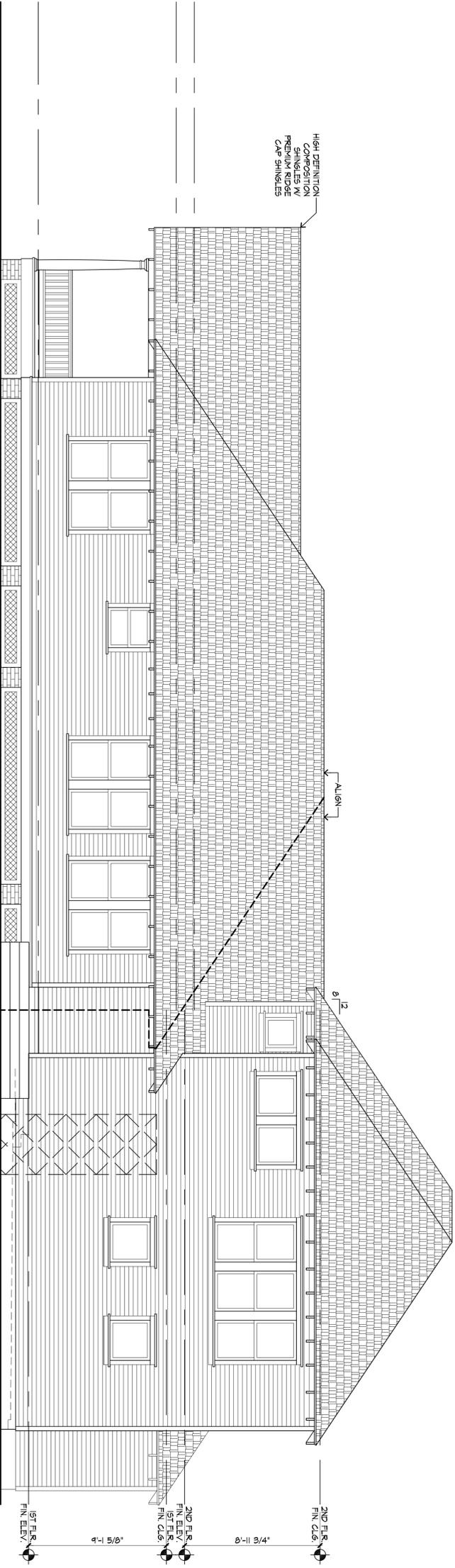
2ND FLR.
FIN. ELEV.

1ST FLR.
FIN. CLG.

1ST FLR.
FIN. ELEV.

9'-11 5/8"

Ø-11 3/4"



01 NEW ELEVATION
1/4" = 1'-0"

Sheet Contents:

Exterior
Elevations

Date of Plot: 12/16/2014

Sheet:

Date Issued:

ISSUE FOR HARC APPROVAL
11/25/2014

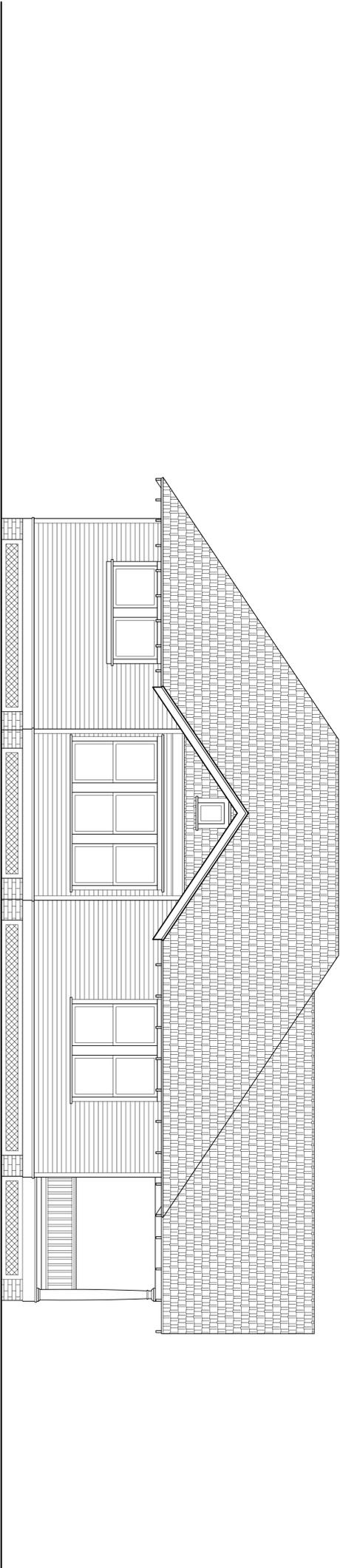
05/07/2014
11/25/2014
12/16/2014

A Residence For

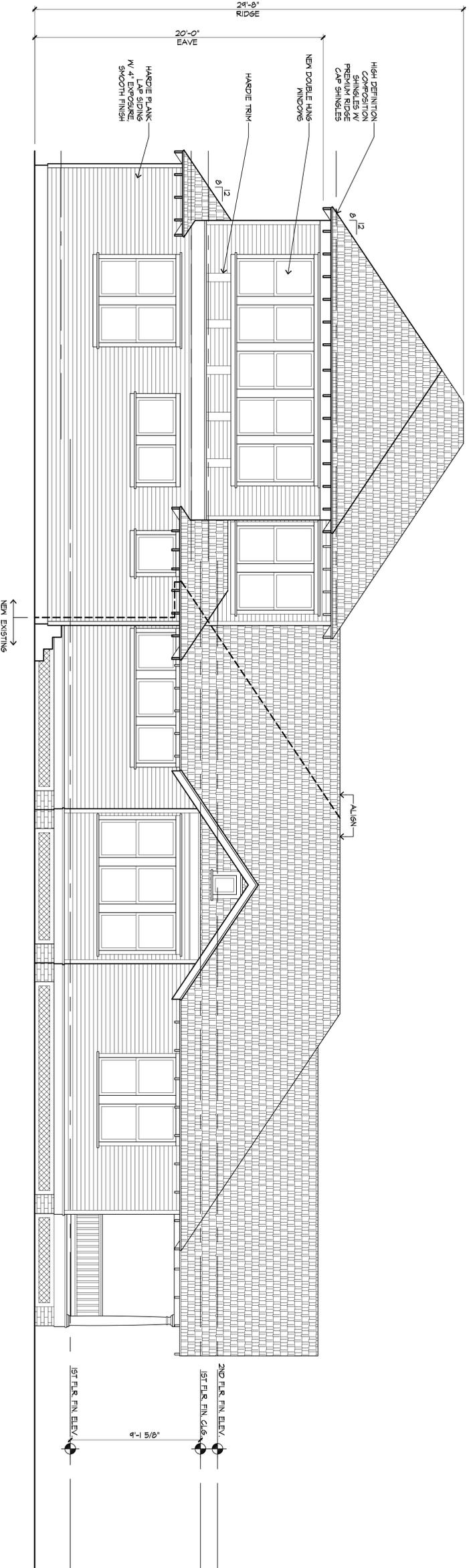
MR. & MRS.
STEELE

400 Cordell Street
Houston, Texas
77009

General Notes to Sheet:



03 EXISTING ELEVATION
1/4" = 1'-0"



01 NEW ELEVATION
1/4" = 1'-0"

Sheet Contents:

Exterior
Elevations

Date of Plot: 12/16/2014

Sheet:

**CERTIFICATE OF APPROPRIATENESS
APPLICATION SUMMARY**

COA Application: No. 140503 Accepted 5/7/2014, 90-day waiver not applicable

Applicant: Spencer Howard for Sam and Connie Steel, owner

Property: 400 Cordell Street, lot 5 and 6, tract 1, block 26, Brooke Smith Subdivision. The property includes a historic one-story wood frame single-family residence and a detached garage situated on a 5,000 square foot (50' x 100') corner lot.

Significance: Whitaker-Graliano-Brown House is a City of Houston Protected Landmark designated in September of 2013. The Bungalow-style one-story historic residence was constructed circa 1918. The designation was based on the HAHC finding the property met criteria 1,3, 4, 5, and 6 for Protected Landmark designation.

Proposal: Alteration – Construct a two story addition with attached alley loading garage to the rear, and on both sides of a one story Protected Landmark residence on a corner lot.

- Start the addition at the original rear wall.
- Construct a two story addition that spans between the existing home and the rear property line.
- All original windows and the front door on the existing house will remain.

See enclosed application materials and detailed project description on p. 6 - 15 for further details.

Public Comment: No public comment received at this time.

Civic Association: No comment received.

Recommendation: -

HAHC Action: -

APPROVAL CRITERIA

ALTERATIONS, REHABILITATIONS, RESTORATIONS AND ADDITIONS

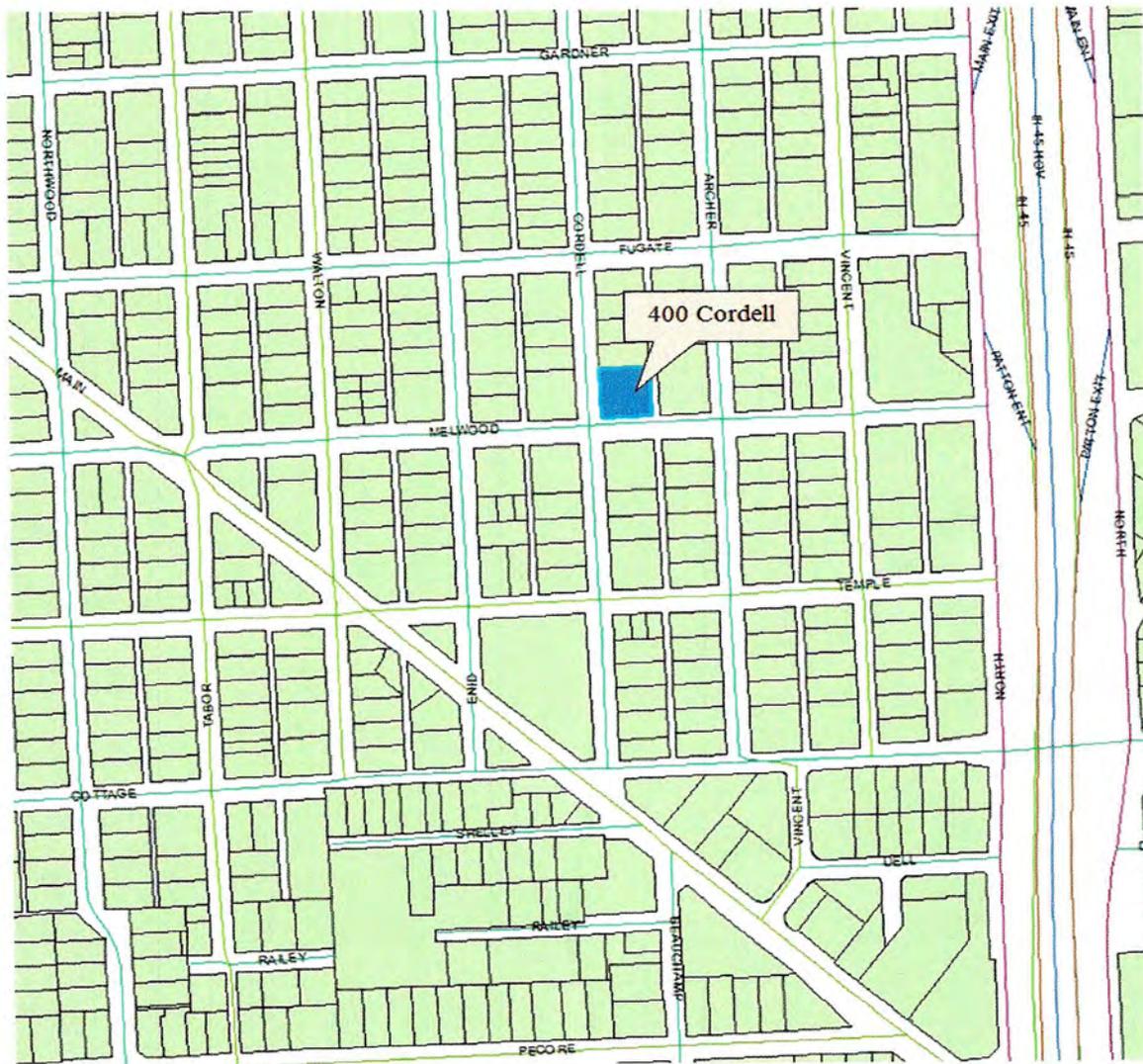
Sec. 33-241(a): HAHC shall issue a certificate of appropriateness for the alteration, rehabilitation, restoration or addition of an exterior feature of (i) any landmark or protected landmark, (ii) any building, structure or object that is contributing to an historic district, or (iii) any building, structure or object that is part of an archaeological site, upon finding that the application satisfies the following criteria, as applicable:

S D NA

S - satisfies D - does not satisfy NA - not applicable

- (1) The proposed activity must retain and preserve the historical character of the property;
- (2) The proposed activity must contribute to the continued availability of the property for a contemporary use;
- (3) The proposed activity must recognize the building, structure, object or site as a product of its own time and avoid alterations that seek to create an earlier or later appearance;
- (4) The proposed activity must preserve the distinguishing qualities or character of the building, structure, object or site and its environment;
- (5) The proposed activity must maintain or replicate distinctive stylistic exterior features or examples of skilled craftsmanship that characterize the building, structure, object or site;
- (6) New materials to be used for any exterior feature excluding what is visible from public alleys must be visually compatible with, but not necessarily the same as, the materials being replaced in form, design, texture, dimension and scale;
- (7) The proposed replacement of missing exterior features, if any, should be based on an accurate duplication of features, substantiated by available historical, physical or pictorial evidence, where that evidence is available, rather than on conjectural designs or the availability of different architectural elements from other structures;
- (8) Proposed additions or alterations must be done in a manner that, if removed in the future, would leave unimpaired the essential form and integrity of the building, structure, object or site;
- (9) The proposed design for any exterior alterations or addition must not destroy significant historical, architectural or cultural material and must be compatible with the size, scale, material and character of the property and the area in which it is located;
- (10) The setback of any proposed construction or alteration must be compatible with existing setbacks along the blockface and facing blockface(s);
- (11) The proposed activity will comply with any applicable deed restrictions.

PROPERTY LOCATION
Whitaker-Graliano-Brown House



CURRENT PHOTO



NEIGHBORING PROPERTIES



404 Cordell Street – (neighbor)



408 Cordell Street – (neighbor)



401 Cordell Street –(across street)



405 Cordell Street – (across street)



311 Cordell Street – (across street)



308 Cordell Street – (across street)

WEST ELEVATION – FRONT FACING CORDELL STREET

EXISTING



PROPOSED



SOUTH SIDE ELEVATION FACING MELWOOD STREET

EXISTING



PROPOSED



NORTH SIDE ELEVATION

EXISTING



PROPOSED



EAST (REAR) ELEVATION

EXISTING

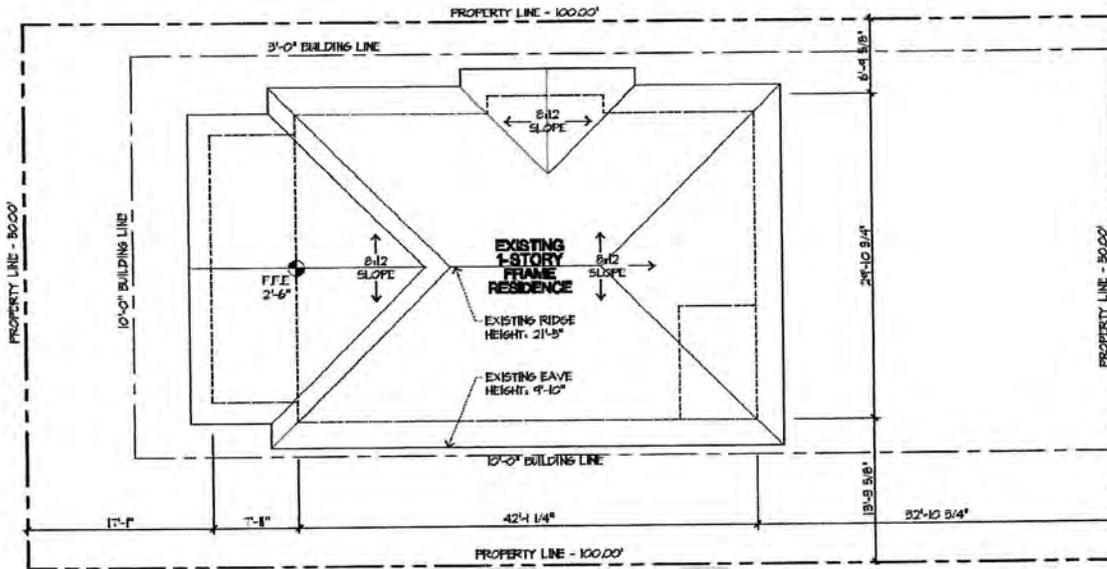


PROPOSED

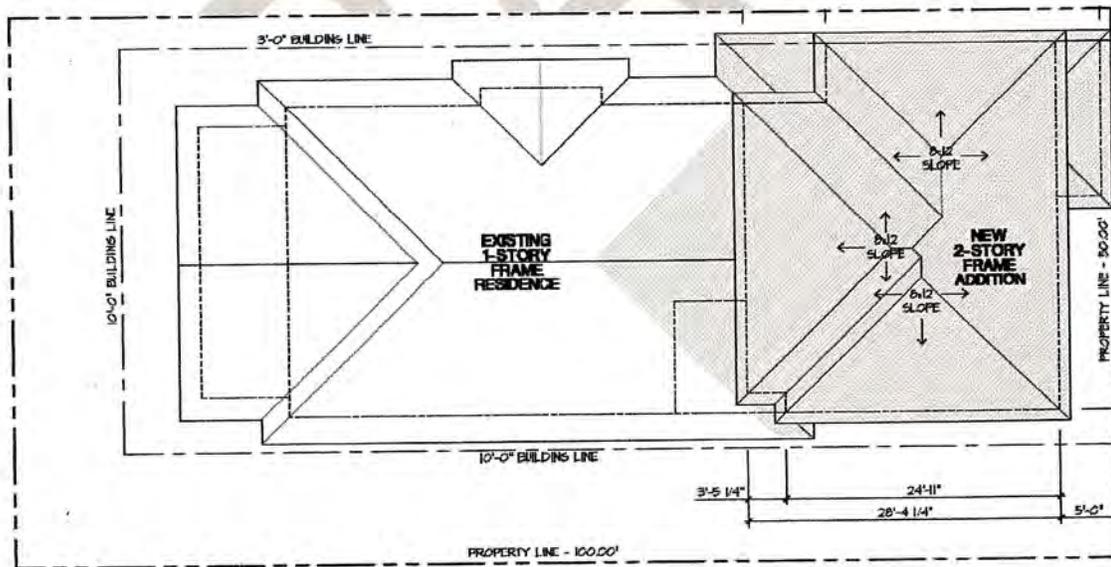




**SITE/ROOF PLAN
 EXISTING**

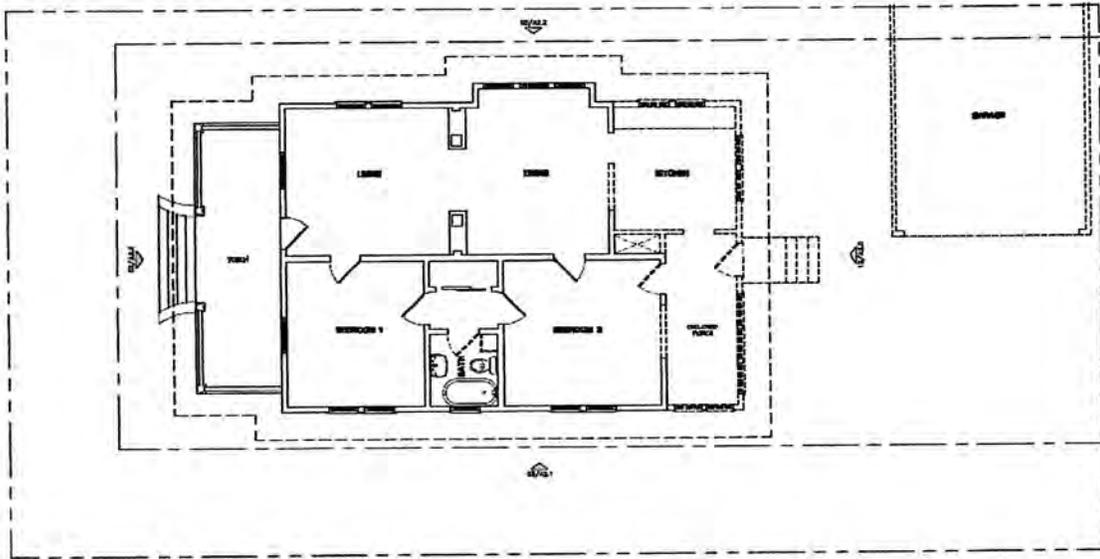


PROPOSED

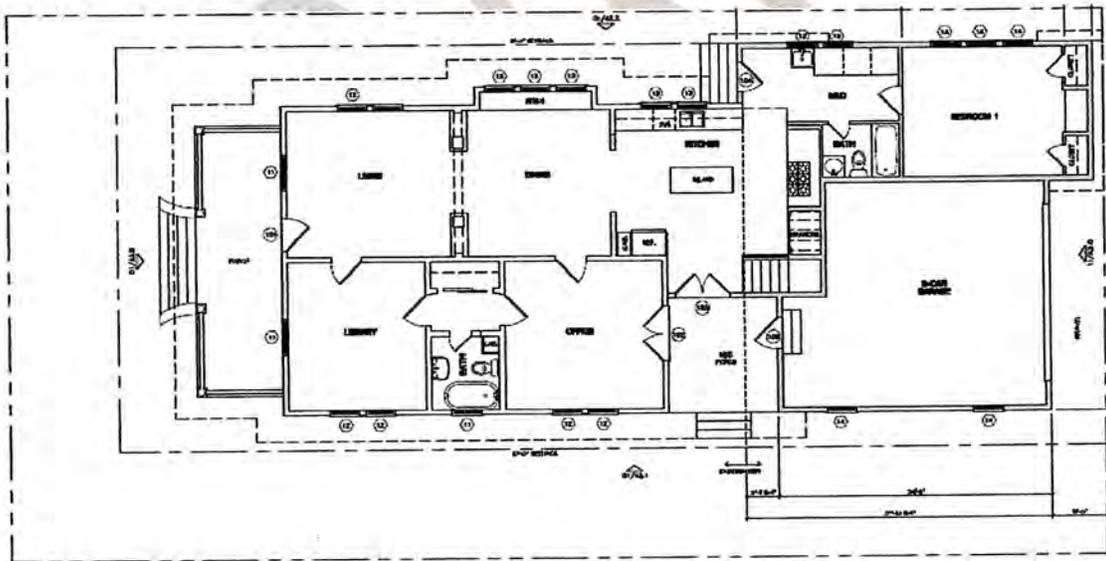




**1st FLOOR PLAN
EXISTING**

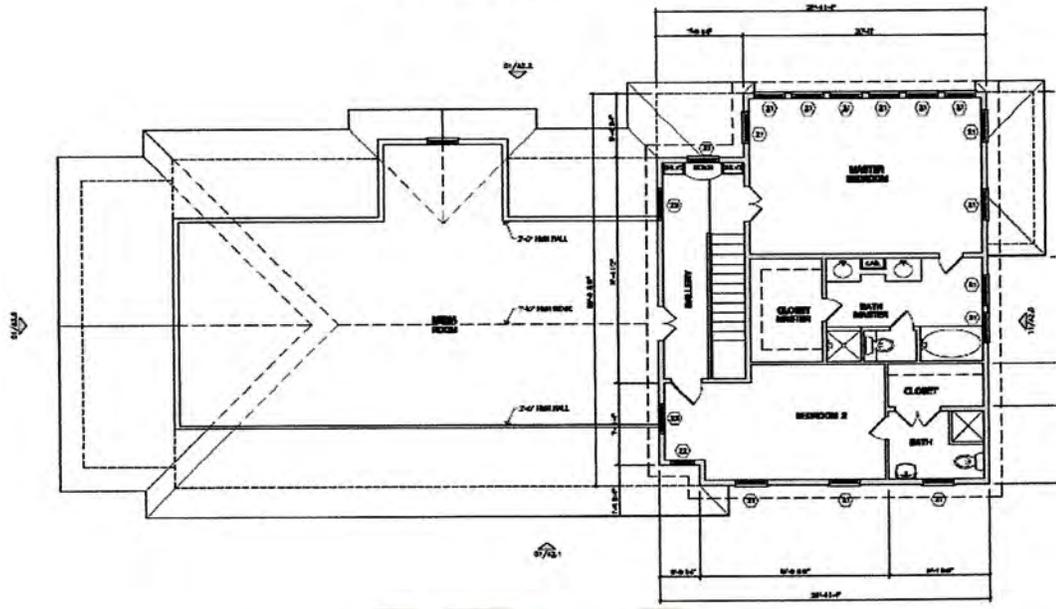


PROPOSED





**2nd FLOOR PLAN
PROPOSED**



WINDOW / DOOR SCHEDULE

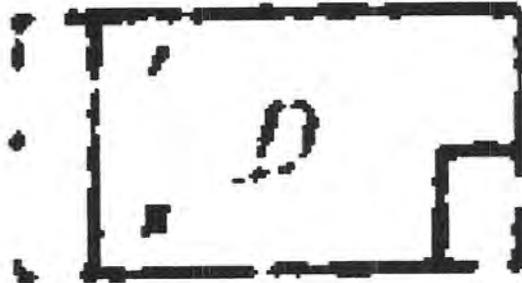
FIRST FLOOR

WINDOW SCHEDULE							
MARK	LOCATION	TYPE	MANUFACTURER	WIDTH	HEIGHT	EGRESS	NOTES
11	VARIOUS	DOUBLE-HUNG	EXISTING	3'-4"	5'-5"	YES	EXISTING, TO REMAIN
12	VARIOUS	DOUBLE-HUNG	EXISTING	2'-8"	5'-5"	YES	EXISTING, TO REMAIN, 4 MATCHED
13	KITCHEN	AWNINGS	EXISTING	2'-8"	2'-8"	NO	EXISTING, TO BE SALVAGED, REUSED
14	VARIOUS	DOUBLE-HUNG	CUSTOM	2'-8"	5'-5"	YES	NEW, MATCH WINDOW 12
VERIFY EXISTING DIMENSIONS IN FIELD. CONFIRM FINAL SELECTIONS WITH SPENCER HOWARD & OWNER.							

SECOND FLOOR

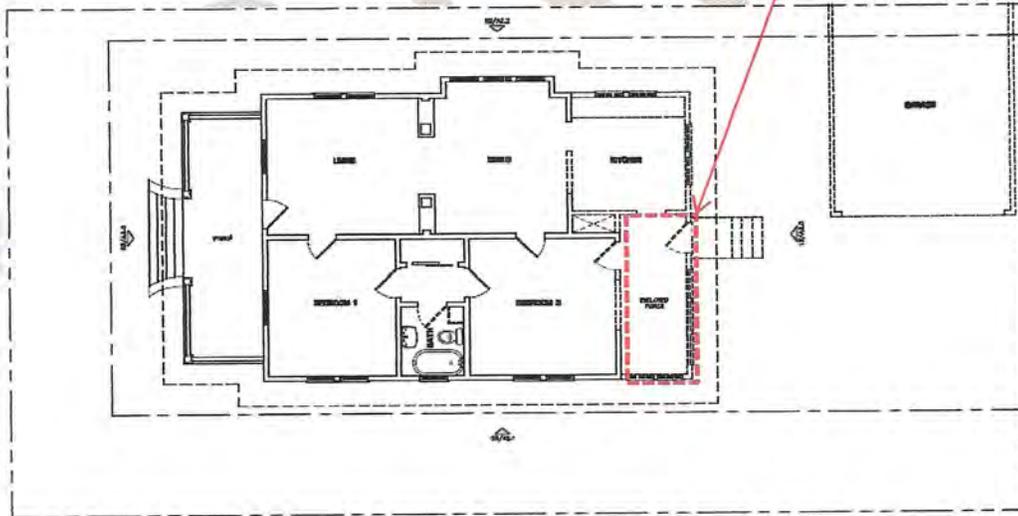
WINDOW SCHEDULE							
MARK	LOCATION	TYPE	MANUFACTURER	WIDTH	HEIGHT	EGRESS	NOTES
21	VARIOUS	DOUBLE-HUNG	CUSTOM	2'-8"	5'-5"	YES	NEW, MATCH WINDOW 12
22	BEDROOM 2	DOUBLE-HUNG	CUSTOM	2'-0"	4'-0"	NO	NEW, OR APPROVED EQUAL
23	BED 2 / STAIR	AWNINGS	CUSTOM	2'-8"	1'-6"	NO	NEW, OR APPROVED EQUAL
VERIFY EXISTING DIMENSIONS IN FIELD. CONFIRM FINAL SELECTIONS WITH SPENCER HOWARD & OWNER.							

SANBORN MAP COMPARISON
1924



Existing Site Plan

*PORTRION OF THE
HOME PROPOSED TO
BE DEMOLISHED*



PROJECT DETAILS

Shape/Mass: Existing house measures 42' deep by 30' wide and features a ridge height of 21' 5" and an eave height of 10'. The addition will begin at the rear of the existing house. The proposed addition will measure 32' deep by 34' wide and will feature a ridge height of 30' and an eave height of 20'

Setbacks: The existing house features a front (east) setback of 17', a south side setback of 13' and a north side setback of 3'. The proposed addition will be built to within 13' of the south property line and will not encroach on the existing front and north setbacks. A 14' wide portion of the addition will be built to within 1' of the rear alley facing setback.

Foundation: The existing house features a brick pier and beam foundation with wood lattice and a 2' 6" finished floor height. The addition will feature a matching foundation. The existing foundation will not be raised as a part of this alteration.

Windows/Doors: The house's existing wood windows will remain. The addition will feature wood windows of varying size. Please see window schedule and proposed floor plans for details.

Exterior Materials: The existing house features horizontal lap wood siding. The addition will feature horizontal lap cementitious siding with a 4" exposure.

Roof: The existing home features an 8-over-12 pitch hipped roof with a front facing gable. The addition will feature a hipped roof with a matching pitch.

Front Elevation: The addition will be 4' wider than the existing home on the north and 3' wider on the south. The second floor of the addition will feature a second floor balcony facing Melwood Street. The addition will feature 3 windows on the front elevation.
(West Facing Cordell Street)

Side Elevation: The addition will begin at approximately the rear of the existing house. The addition's alley loading attached garage will feature two 1-over-1 windows. The second floor will start above the proposed side porch. The second floor will feature three 1-over-1 windows.
(South Facing Melwood)

Side Elevation: The first floor will feature a side door and three 1-over-1 windows. The second will feature a 1-over-1 window next to a row of six 1-over-1 windows.
(North)

Rear Elevation: The first floor will feature a steel carriage garage door. The second floor will feature four 1-over-1 windows.
(East)