CERTIFICATE OF APPROPRIATENESS
APPLICATION FORM

PLANNING & DEVELOPMENT DEPARTMENT

PROPERTY

Address 505 BAYLAND, HOUSTON TX 77009

Historic District / Landmark Woodland Heights HCAD # 0372850000014

Subdivision WOODLAND HEIGHTS Lot TRS 14+15 Block 20

DESIGNATION TYPE

- ☐ Landmark
- ☐ Protected Landmark
- ☐ Archaeological Site
- ☐ Contributing
- ☒ Noncontributing
- ☐ Vacant

PROPOSED ACTION

- ☒ Alteration or Addition
- ☐ Restoration
- ☐ New Construction
- ☐ Relocation
- ☐ Demolition
- ☐ Excavation

DOCUMENTS

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

OWNER

Name JOHN + KATHERINE FITZGERALD

Company

Mailing Address 505 BAYLAND
HOUSTON TX 77009

Phone 713-829-1299

Email [redacted]

Signature

Date 12/15/14

APPLICANT (if other than owner)

Name ANTHONY FRASHER

Company LYMNEANDA

Mailing Address 1501 TULANE
HOUSTON TX 77008

Phone 832 303 3699

Email [redacted]

Signature

Date 12/15/2014

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:* ___/___/___

Rev. 10.2014

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: 505 BAYLAND, HOUSTON TX 77009

BUILDING TYPE

- [x] 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
- [x] other

FRONT DOOR TRIM

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

LYNNEANOVA

CERTIFICATE OF APPROPRIATENESS APPLICATION

PROJECT NAME: 505 BAYLAND
PREPARED FOR: JOHN & KATHERINE FITZGERALD
DATE: DECEMBER 15, 2014

DESCRTIPTION

SUBJECT OF PROPOSAL

The homeowners, John & Katherine Fitzgerald, are requesting permission to change out the trim moulding on the front door of their home located at 505 Bayland, Houston, TX 77009. This home is a single family residence built in 1990.

PROPOSED WORK

The proposed work will change the existing "victorian" trim package around their front door to a trim package that replicates the trim on the windows and doors throughout the exterior and interior of their home. There will be no change to the door or transom.

FRONT DOOR TRIM PACKAGE:

TRIM PACKAGE ON REST OF HOUSE

MATERIALS

As with the rest of the house, treated lumber will be used to recreate the trim so that it is consistent with the rest of the home.

SIGNATURES

If you are in agreement with the foregoing, please sign both copies of this agreement in the space provided for the purpose below and return one copy to LYNNEANOVA.

JOHN FITZGERALD DATE
Homeowner

KATHERINE FITZGERALD DATE 12/15/14
Homeowner

ANTHONY FRASHER DATE
LynneaNova

CONTACT INFORMATION

LYNNEANOVA, LLC.
1501 Tulane
Houston, TX 77008
T (832) 303-3699
www.lynneanova.com

Anthony Frasher
[redacted]

Rose Frasher
[redacted]