

# 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:** 1000 PRAIRIE HOUSTON TX 77002

## BUILDING TYPE

- |   |  |
|---|--|
| <input type="checkbox"/> single-family residence        | <input type="checkbox"/> garage              |
| <input type="checkbox"/> multi-family residence         | <input type="checkbox"/> carport             |
| <input checked="" type="checkbox"/> commercial building | <input type="checkbox"/> accessory structure |
| <input checked="" type="checkbox"/> mixed use building  | <input type="checkbox"/> other               |
| <input type="checkbox"/> institutional building         |  |

## ALTERATION TYPE

- |  |   |
|--|---|
| <input type="checkbox"/> addition                    | <input type="checkbox"/> roof                       |
| <input type="checkbox"/> foundation                  | <input type="checkbox"/> awning or canopy           |
| <input type="checkbox"/> wall siding or cladding     | <input checked="" type="checkbox"/> commercial sign |
| <input checked="" type="checkbox"/> windows or doors | <input type="checkbox"/> ramp or lift               |
| <input type="checkbox"/> porch or balcony            | <input type="checkbox"/> 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

- |   |   |
|---|---|
| <input type="checkbox"/> current site plan                            | <input type="checkbox"/> demolition plan                  |
| <input type="checkbox"/> proposed site plan                           | <input type="checkbox"/> current roof plan                |
| <input type="checkbox"/> current floor plans                          | <input type="checkbox"/> proposed roof plan               |
| <input type="checkbox"/> proposed floor plans                         | <input type="checkbox"/> current elevations (all sides)   |
| <input checked="" type="checkbox"/> current window and door schedule  | <input type="checkbox"/> proposed elevations (all sides)  |
| <input checked="" type="checkbox"/> proposed window and door schedule | <input type="checkbox"/> perspective and/or line of sight |

# CERTIFICATE OF APPROPRIATENESS APPLICATION FORM



PLANNING &  
DEVELOPMENT  
DEPARTMENT

## PROPERTY

Address 1000 Prairie Houston TX 77002  
Historic District / Landmark \_\_\_\_\_ HCAD # \_\_\_\_\_  
Subdivision \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

## DESIGNATION TYPE

- |  |  |
|--|--|
| <input type="checkbox"/> Landmark            | <input type="checkbox"/> Contributing    |
| <input type="checkbox"/> Protected Landmark  | <input type="checkbox"/> Noncontributing |
| <input type="checkbox"/> Archaeological Site | <input type="checkbox"/> Vacant          |

## PROPOSED ACTION

- |  |                                     |
|--|-------------------------------------|
| <input checked="" type="checkbox"/> Alteration or Addition | <input type="checkbox"/> Relocation |
| <input type="checkbox"/> Restoration                       | <input type="checkbox"/> Demolition |
| <input type="checkbox"/> New Construction                  | <input type="checkbox"/> Excavation |

## DOCUMENTS

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

## OWNER

Name \_\_\_\_\_  
Company \_\_\_\_\_  
Mailing Address \_\_\_\_\_  
Phone \_\_\_\_\_  
Email \_\_\_\_\_  
Signature \_\_\_\_\_  
Date \_\_\_\_\_

## APPLICANT (if other than owner)

Name BLINI HOXHA  
Company THE MOONSHINERS  
Mailing Address 14 STICKLEY CT.  
THE WOODLANDS TX 77382  
Phone 281-460-4961  
Email \_\_\_\_\_  
Signature [Signature]  
Date 03/17/15

## 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: \_\_\_/\_\_\_/\_\_\_



Existing Storefront on the corner of Main & Prairie.

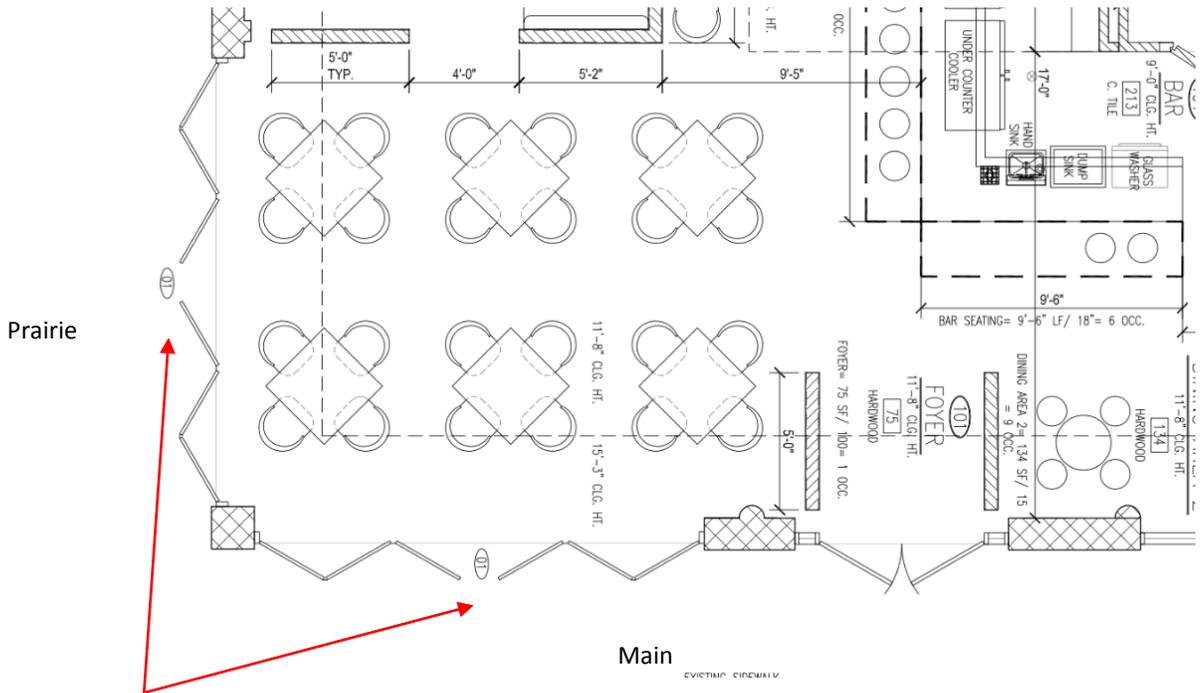
Proposed corner for the Bifold Door System



The Bifold Door System will create an Indoor/Outdoor Environment while keeping the same look of the façade. It enhances the Street and will make the sidewalk more pedestrian friendly.



Another sample of the Bifolding Doors.



Location of the Storefront replacement by the Bifold Door System

# CERTIFICATE OF APPROPRIATENESS APPLICATION FORM



**PLANNING &  
DEVELOPMENT  
DEPARTMENT**

**PROPERTY**

Address 1000 Prairie Houston TX 77002  
 Historic District / Landmark \_\_\_\_\_ HCAD # \_\_\_\_\_  
 Subdivision \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

**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 James Fitch, for Main and Prairie Realty, Ltd.  
 Company Main and Prairie Realty, Ltd.  
 Mailing Address 3217 Montrose, #200  
Houston, TX 77006  
 Phone 713-541-0066  
 Email \_\_\_\_\_  
 Signature [Signature], for Main + Prairie Realty, Ltd.  
 Date 4/1/15

**APPLICANT (if other than owner)**

Name BLINI HOXHA  
 Company THE MOONSHINERS  
 Mailing Address 14 STICKLEY CT.  
THE WOODLANDS TX 77382  
 Phone 281-460-4961  
 Email \_\_\_\_\_  
 Signature [Signature]  
 Date 03/17/15

**ACKNOWLEDGEMENT OF RESPONSIBILITY**

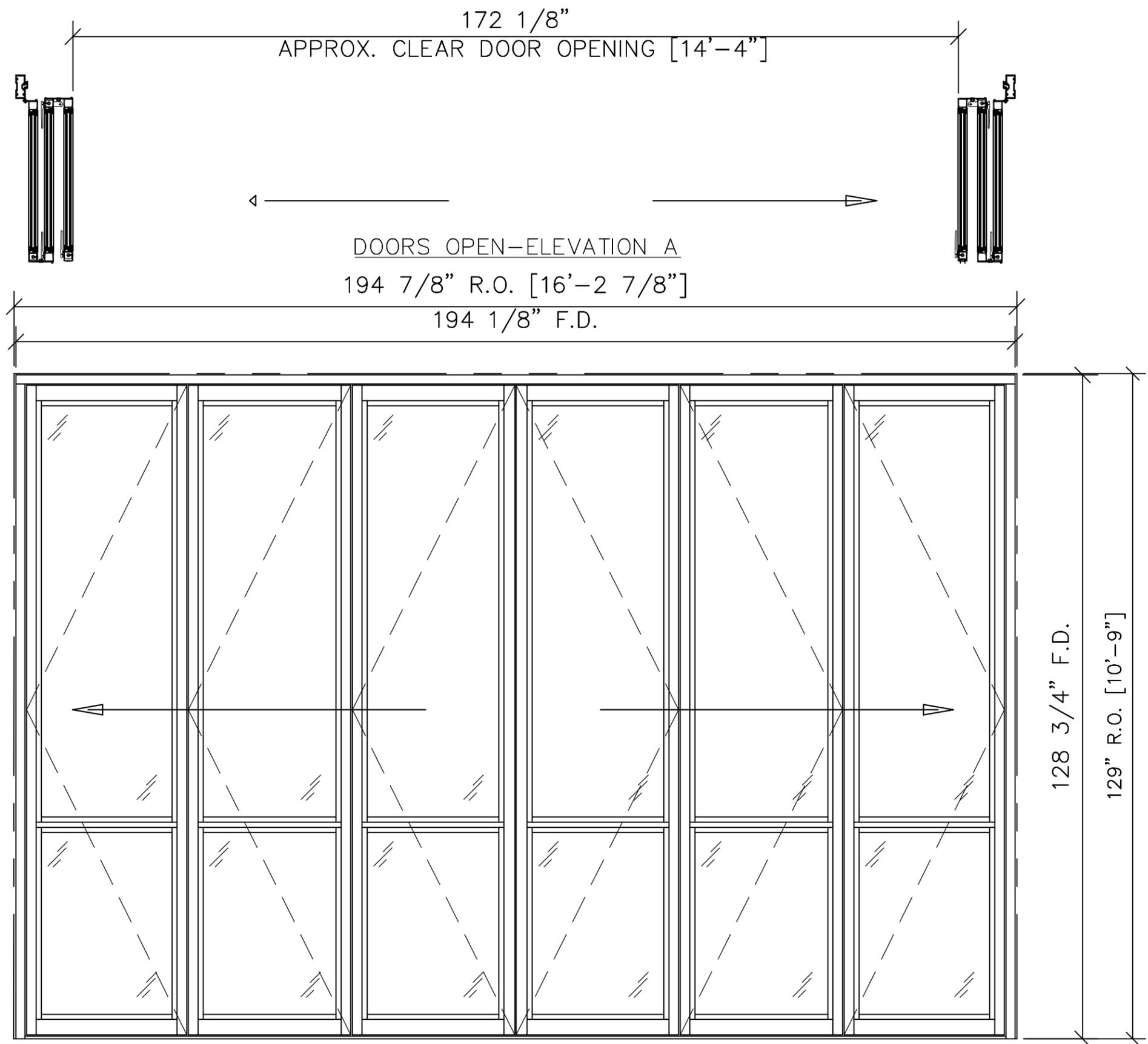
**Requirements:** A complete application includes all applicable information requested on checklists to provide a complete and accurate description of existing and proposed conditions. Preliminary review meeting or site visit with staff may be necessary to process the application. Owner contact information 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: \_\_\_/\_\_\_/\_\_\_



17549 Duvan Drive - Tinley Park, IL 60477  
 Phone: (708) 53-BIFOLD (532-4365)  
 Fax: (708) 614-8402  
 Email: [REDACTED]  
 Website: www.chicagobifold.com  
 Office Hours:  
 Monday-Thursday: 7:00am-5:00pm  
 Friday: 7:00am-4:00pm

JOB NUMBER:

JOB NAME:  
**MOONSHINERS**

JOB ADDRESS:  
 1000 PRAIRIE  
 HOUSTON, TX

JOB CONFIGURATION:  
 3L-3R OUT-SWING

CUSTOMER NAME:  
 BLINI HOXHA  
 CUSTOMER PHONE:

PROJECT MANAGER:  
 MIKE

DRAWN BY: MEW  
 DATE: 2/24/15

SCALE: NTS  
 FILENAME: ELEVATION

APPROVED BY: \_\_\_\_\_  
 DATE APPROVED: \_\_\_\_\_

PRINTED NAME:

APPROVAL SIGNATURE:

#	REVISION	DATE
1	LOWER MID-RAIL	3/23/15
2		
3		
4		
5		
6		
7		

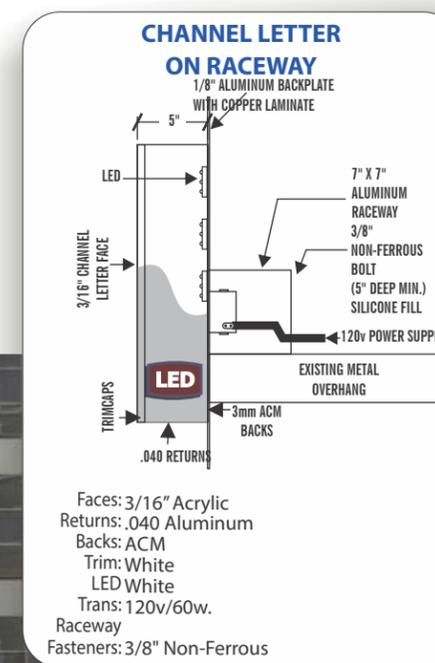
DRAWING TITLE:  
 ELEVATION A

DRAWING NUMBER:  
 |

Sign Type

(2)SETS LED ILLUMINATED CHANNEL LETTERS, BLACK SIDEWALLS AND TRIMCAP WITH BLACK VINYL OVERLAY. INSTALL TO BACKPLATE OF COPPER LAMINATE OVER 1/8" ALUMINUM. BOTTOM IS CHANNEL STYLE CABINET WITH WHITE ACRYLIC FACES DIGITAL PRINT. INSTALL ALL TO RACEWAY ATTACHED TO AWNING.

BACKPLATE IS COPPER LEFT NATURAL FINISH TO ACHIEVE A PATINA OVER TIME. LAMINATED TO 1/8" ALUMINUM FOR SUPPORT.



NORTH ELEVATION

Scale: 1/4" = 1'-0"

THIS IS ONLY AN ARTIST RENDERING, FINISHED PROJECT MAY VARY SLIGHTLY IN SIZE AND COLOR

This custom design is the exclusive property of 4D Signworx, LLC. All unauthorized reproduction, exhibition or distribution is prohibited. © 2014 4D Signworx, LLC. All rights reserved.



2022 Pech Road  
 Houston TX 77055  
 Ph: 713.984.2010  
 Fx: 713.984.8064  
 4DSignworx.com

PROJECT

PROJECT: THE MOONSHINERS

LOCATION: 1000 PRARIE  
 CITY/STATE: HOUSTON, TX  
 SALES REP: JG  
 DATE: 3/5/15  
 ARTIST: GH

Drawing #:

PRO15 0269-1

File Name:

THE MOONSHINERSPRO15 0269

Revisions

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Estimation **A** **B** **C**

For actual colors of items depicted in this design refer to samples, as monitors & printers vary.

Client is responsible for supplying vectored and/or high-rez typical branding files prior to production, to avoid a set-up fee.

Lighted

20 AMPS @ 120 VOLTS  
 \_\_\_\_\_ CIRCUITS @ \_\_\_\_\_ VOLTS

PROJECT: THE MOONSHINERS

LOCATION: 1000 PRARIE  
CITY/STATE: HOUSTON, TX  
SALES REP: JG  
DATE: 3/5/15  
ARTIST: GH

Drawing #:

PRO15 0269-1

File Name:

THE MOONSHINERSPRO15 0269

Revisions

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Estimation  A  B  C

For actual colors of items depicted in this design refer to samples, as monitors & printers vary.

Client is responsible for supplying vectored and/or high-rez typical branding files prior to production, to avoid a set-up fee.

Lighted

AMPS @ VOLTS  
CIRCUITS @ VOLTS



WEST ELEVATION

Scale: 1/4" = 1'-0"

THIS IS ONLY AN ARTIST RENDERING, FINISHED PROJECT MAY VARY SLIGHTLY IN SIZE AND COLOR

This custom design is the exclusive property of 4D Signworx, LLC. All unauthorized reproduction, exhibition or distribution is prohibited. © 2014 4D Signworx, LLC. All rights reserved.

PROJECT: THE MOONSHINERS

LOCATION: 1000 PRARIE  
CITY/STATE: HOUSTON, TX  
SALES REP: JG  
DATE: 3/5/15  
ARTIST: GH

Drawing #:

PRO15 0269-1

File Name:

THE MOONSHINERSPRO15 0269

Revisions

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Estimation  A  B  C

For actual colors of items depicted in this design refer to samples, as monitors & printers vary.

Client is responsible for supplying vectored and/or high-rez typical branding files prior to production, to avoid a set-up fee.

Lighted

AMPS @ VOLTS  
CIRCUITS @ VOLTS



Scale:  $\frac{3}{4}'' = 1'-0''$



2022 Pech Road  
HoustonTX 77055  
Ph: 713.984.2010  
Fx: 713.984.8064  
4DSignworx.com

P  
R  
O  
J  
E  
C  
T

PROJECT: THE MOONSHINERS

LOCATION: 1000 PRARIE  
CITY/STATE: HOUSTON, TX  
SALES REP: JG  
DATE: 3/5/15  
ARTIST: GH

Drawing #:

PRO15 0269-1

File Name:

THE MOONSHINERSPRO15 0269

Revisions

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Estimation  A  B  C

For actual colors of items depicted in this design refer to samples, as monitors & printers vary.

Client is responsible for supplying vectored and/or high-rez typical branding files prior to production, to avoid a set-up fee.

Lighted

AMPS @ VOLTS  
CIRCUITS @ VOLTS



NIGHT VIEW

THIS IS ONLY AN ARTIST RENDERING, FINISHED PROJECT MAY VARY SLIGHTLY IN SIZE AND COLOR

**Sign Type**

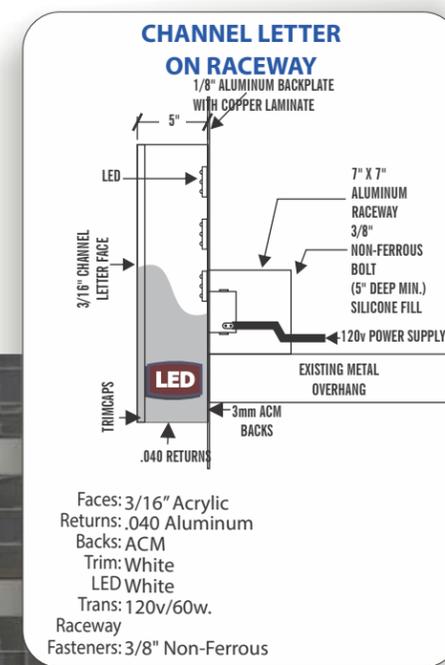
(2)SETS LED ILLUMINATED CHANNEL LETTERS, BLACK SIDEWALLS AND TRIMCAP WITH BLACK VINYL OVERLAY. INSTALL TO 7" PAINTED RACEWAY. BOTTOM IS CHANNEL STYLE CABINET WITH WHITE ACRYLIC FACES DIGITAL PRINT. INSTALL ALL TO RACEWAY ATTACHED TO AWNING.



**NORTH ELEVATION**

Scale: 1/4" = 1'-0"

THIS IS ONLY AN ARTIST RENDERING, FINISHED PROJECT MAY VARY SLIGHTLY IN SIZE AND COLOR



**4D SIGNWORX**  
 2022 Pech Road  
 Houston TX 77055  
 Ph: 713.984.2010  
 Fx: 713.984.8064  
 4DSignworx.com

PROJECT

PROJECT: THE MOONSHINERS  
 LOCATION: 1000 PRARIE  
 CITY/STATE: HOUSTON, TX  
 SALES REP: JG  
 DATE: 3/5/15  
 ARTIST: GH

Drawing #: PRO15 0269-1

File Name: THE MOONSHINERSPRO15 0269

Revisions

---



---



---



---

Approval: \_\_\_\_\_  
 Approval: \_\_\_\_\_  
 Approval: \_\_\_\_\_  
 Approval: \_\_\_\_\_

Estimation **A B C**

For actual colors of items depicted in this design refer to samples, as monitors & printers vary.

Client is responsible for supplying vectored and/or high-rez typical branding files prior to production, to avoid a set-up fee.

Lighted

20 AMPS @ 120 VOLTS  
 \_\_\_\_\_ CIRCUITS @ \_\_\_\_\_ VOLTS

PROJECT: THE MOONSHINERS

LOCATION: 1000 PRARIE  
CITY/STATE: HOUSTON, TX  
SALES REP: JG  
DATE: 3/5/15  
ARTIST: GH

Drawing #:

PRO15 0269-1

File Name:

THE MOONSHINERSPRO15 0269

Revisions

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Estimation  A  B  C

For actual colors of items depicted in this design refer to samples, as monitors & printers vary.

Client is responsible for supplying vectored and/or high-rez typical branding files prior to production, to avoid a set-up fee.

Lighted

AMPS @ VOLTS  
CIRCUITS @ VOLTS



WEST ELEVATION

Scale: 1/4" = 1'-0"

THIS IS ONLY AN ARTIST RENDERING, FINISHED PROJECT MAY VARY SLIGHTLY IN SIZE AND COLOR

This custom design is the exclusive property of 4D Signworx, LLC. All unauthorized reproduction, exhibition or distribution is prohibited. © 2014 4D Signworx, LLC. All rights reserved.



2022 Pech Road  
HoustonTX 77055  
Ph: 713.984.2010  
Fx: 713.984.8064  
4DSignworx.com

P  
R  
O  
J  
E  
C  
T

PROJECT: THE MOONSHINERS

LOCATION: 1000 PRARIE  
CITY/STATE: HOUSTON, TX  
SALES REP: JG  
DATE: 3/5/15  
ARTIST: GH

Drawing #:

PRO15 0269-1

File Name:

THE MOONSHINERSPRO15 0269

Revisions

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Estimation  A  B  C

For actual colors of items depicted in this design refer to samples, as monitors & printers vary.

Client is responsible for supplying vectored and/or high-rez typical branding files prior to production, to avoid a set-up fee.

Lighted

AMPS @ VOLTS  
CIRCUITS @ VOLTS



Scale: 3/4" = 1'-0"

THIS IS ONLY AN ARTIST RENDERING, FINISHED PROJECT MAY VARY SLIGHTLY IN SIZE AND COLOR

This custom design is the exclusive property of 4D Signworx, LLC. All unauthorized reproduction, exhibition or distribution is prohibited. © 2014 4D Signworx, LLC. All rights reserved.



2022 Pech Road  
HoustonTX 77055  
Ph: 713.984.2010  
Fx : 713.984.8064  
4DSignworx.com

P  
R  
O  
J  
E  
C  
T

PROJECT: THE MOONSHINERS

LOCATION: 1000 PRARIE  
CITY/STATE:HOUSTON,TX  
SALES REP: JG  
DATE: 3/5/15  
ARTIST: GH

Drawing #:

PRO15 0269-1

File Name:

THE MOONSHINERSPRO15 0269

Revisions

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Approval: \_\_\_\_\_

Estimation  A  B  C

For actual colors of items depicted in this design refer to samples, as monitors & printers vary.

Client is responsible for supplying vectored and/or high-rez typical branding files prior to production, to avoid a set-up fee.

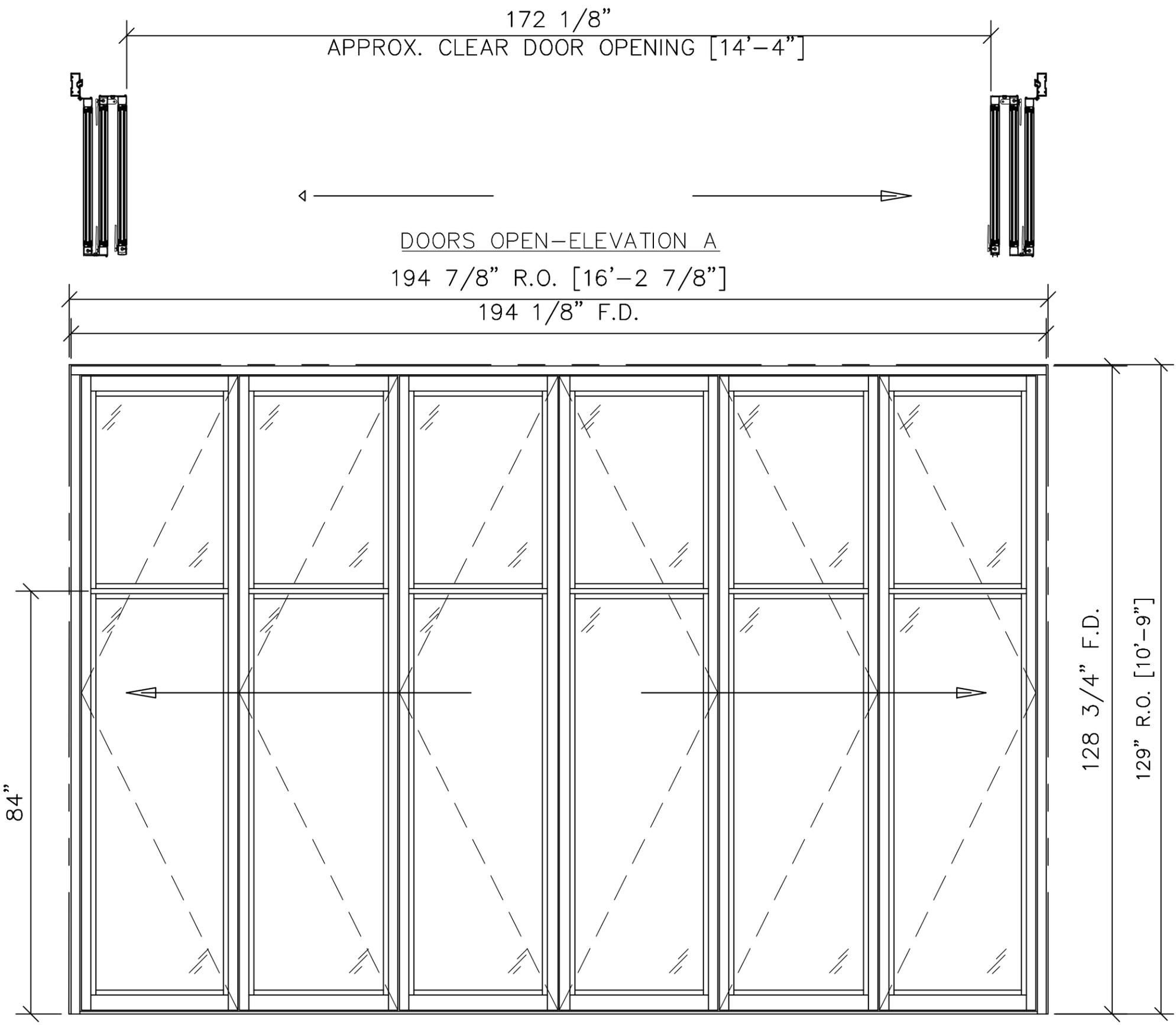
Lighted

AMPS @ VOLTS  
CIRCUITS @ VOLTS



NIGHT VIEW

THIS IS ONLY AN ARTIST RENDERING, FINISHED PROJECT MAY VARY SLIGHTLY IN SIZE AND COLOR



17549 Duvan Drive - Tinley Park, IL 60477  
 Phone: (708) 53-BIFOLD (532-4365)  
 Fax: (708) 614-8402  
 Email: info@chicagobifold.com  
 Website: www.chicagobifold.com  
 Office Hours:  
 Monday-Thursday: 7:00am-5:00pm  
 Friday: 7:00am-4:00pm

JOB NUMBER:

JOB NAME:  
**MOONSHINERS**

JOB ADDRESS:  
 1000 PRAIRIE  
 HOUSTON, TX

JOB CONFIGURATION:  
 3L-3R OUT-SWING

CUSTOMER NAME:  
 BLINI HOXHA  
 CUSTOMER PHONE:

PROJECT MANAGER:  
 MIKE

DRAWN BY: MEW  
 DATE: 2/24/15

SCALE: NTS  
 FILENAME: ELEVATION

APPROVED BY: \_\_\_\_\_ DATE APPROVED: \_\_\_\_\_

PRINTED NAME:

APPROVAL SIGNATURE:

#	REVISION	DATE
1		
2		
3		
4		
5		
6		
7		

DRAWING TITLE:  
 ELEVATION A

DRAWING NUMBER:  
 |