

CERTIFICATE OF APPROPRIATENESS APPLICATION FORM



PLANNING &
DEVELOPMENT
DEPARTMENT

PROPERTY

Address 613 Arlington St

Historic District / Landmark

HCAD # 0210110000010

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 Gustavo Guzman

Company G&G Development, Llc

Mailing Address 5230 Berry Greek Dr
Houston, TX 77017

Phone 985-710-0113 / 832-876-2373

Email [REDACTED]

Signature _____

Date 11/24/2015

APPLICANT (if other than owner)

Name Ana Maria Monsalvo

Company 3D Houzz Design

Mailing Address _____
3038 N Fry Rd #40, Katy TX 77449

Phone 281-748-3715

Email [REDACTED]

Signature

Date 11/24/2015

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



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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	832.393.6556	historicpreservation@houstontx.gov
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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.

2015 Meeting Dates (Thursdays unless noted otherwise)	COA Application Deadlines	Demolition / Relocation Posted Sign Deadlines
January 29	January 7	January 19
February 26	February 4	February 16
March 26	March 4	March 16
April 23	April 1	April 13
May 21	April 29	May 11
June 18	May 27	June 8
July 22 (Wednesday)	June 30	July 12
August 27	August 5	August 17
September 24	September 2	September 14
October 22	September 30	October 12
November 19	October 28	November 9
December 16 (Wednesday)	November 24	December 6

CERTIFICATE OF APPROPRIATENESS APPLICATION PART I – GENERAL FORM



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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.

To be completed by
PLANNING STAFF:

Application received by:
Accepted as complete by:

Date:

Date:

CERTIFICATE OF APPROPRIATENESS ALTERATION & ADDITON CHECKLIST



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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: 613 ARLINGTON STREET, HOUSTON TX 77007

BUILDING TYPE

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

ALTERATION TYPE

- | | |
|--|---|
| <input checked="" 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 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

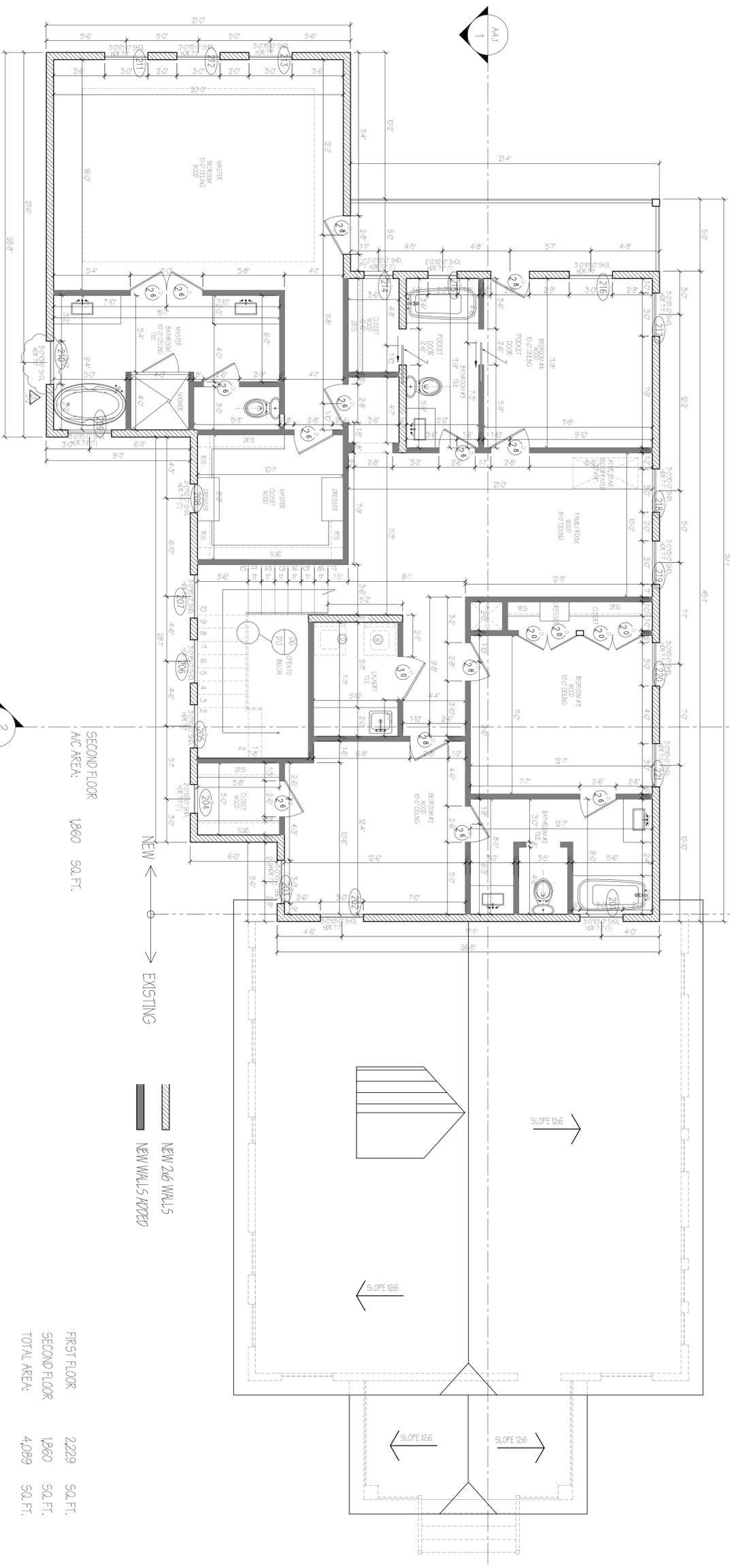
DRAWINGS scale like drawings the same; include all dimensions and drawing scale; label with cardinal directions

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

WINDOW SCHEDULE NEW ADDITION

OPEN DIMENSIONS ONLY

NO.	WIDTH	HEIGHT	TYPICAL MATERIAL	ROOM
(1) 201	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	BATHROOM #2
202	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	BATHROOM #2
203	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	BATHROOM #2
204	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	BATHROOM #2
205	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	BATHROOM #2
206	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	BATHROOM #2
207	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	BATHROOM #2
208	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	BATHROOM #2
209	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	BATHROOM #2
210	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	BATHROOM #2
(1) 204	2'-0" x 2'-0"	2'-0"	SINGLE HUNG WOOD CASING	COSET BATHROOM #2
(1) 205	2'-0" x 2'-0"	2'-0"	SINGLE HUNG WOOD CASING	COSET BATHROOM #2
(1) 214	2'-0" x 2'-0"	2'-0"	SINGLE HUNG WOOD CASING	COSET BATHROOM #4
(1) 215	2'-0" x 2'-0"	2'-0"	SINGLE HUNG WOOD CASING	COSET BATHROOM #4
(1) 209	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	MASTER BATHROOM
(1) 210	3'-0" x 3'-0"	3'-0"	SINGLE HUNG WOOD CASING	MASTER BATHROOM



NEW SECOND FLOOR PLAN

SCALE: 1/8" = 1'-0"

SECOND FLOOR
GROSS AREA: 1860 SQ. FT.

FLOOR	AREA (SQ. FT.)	TOTAL AREA (SQ. FT.)
FIRST FLOOR	2229	4089
SECOND FLOOR	1860	
TOTAL AREA:	4089	8178

NEW 2x6 WALLS
NEW WALLS ADDED

SMOKE DETECTORS SHALL BE INSTALLED IN ALL BATHROOMS AND SLEEPING ROOMS. SMOKE DETECTORS SHALL BE INSTALLED IN ALL BATHROOMS AND SLEEPING ROOMS. SMOKE DETECTORS SHALL BE INSTALLED IN ALL BATHROOMS AND SLEEPING ROOMS.

MECHANICAL VENTILATION SHALL BE PROVIDED FOR ALL BATHROOMS AND SLEEPING ROOMS. MECHANICAL VENTILATION SHALL BE PROVIDED FOR ALL BATHROOMS AND SLEEPING ROOMS. MECHANICAL VENTILATION SHALL BE PROVIDED FOR ALL BATHROOMS AND SLEEPING ROOMS.



- GENERAL NOTES: REFER TO RC 2000
- 1.00 VENT SCALE DRAWINGS WITH DIMENSIONS TAKE PRECEDENCE OVER ALL OTHER DRAWINGS AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB.
 2. ALL WORK NOTED ON THESE DRAWINGS SHALL TAKE PRECEDENCE OVER THE MANUAL SCHEDULES SET FORTH ON THE JOB SHEET OF THESE DRAWINGS.
 3. ALL WORK SHALL BE DONE IN ACCORDANCE WITH THE LATEST EDITIONS OF ALL APPLICABLE CODES AND REGULATIONS.
 4. ALL BATHROOM AND SLEEPING ROOMS SHALL BE PROVIDED WITH MECHANICAL VENTILATION.
 5. ALL MECHANICAL VENTILATION SHALL BE PROVIDED FOR ALL BATHROOMS AND SLEEPING ROOMS.
 6. SMOKE DETECTORS SHALL BE INSTALLED IN ALL BATHROOMS AND SLEEPING ROOMS.
 7. HANDRAILS TO BE 34" TO 38" ABOVE FINISH OF FLOOR.
 8. GUARDRAILS TO BE 42" ABOVE FINISH OF FLOOR WITH PALUSHES AT 4" O.C. MAXIMUM GAP SHALL NOT BE LOCATED ABOVE FIRST FLOOR.
 9. HANDICAPPED PORTION OF HANDRAIL SHALL NOT BE LESS THAN 1 1/2" MAX WAKE THAN 12" IN CROSS SECTION.
 10. PROVIDE UNDERDRIVE OF ALL STAIRWELLS WITH 3/8" TYPE "X" FREE RATED GFSJM WHEN UNDERDRIVE CAN BE CLOSED OFF.
 11. SMOKE DETECTORS REQUIRE COOL CONNECTION TO HOUSE WIRING WITH BATTERY BACKUP.
 12. ALL FLOOR DRAINS TO HAVE OVERFLOW PAN WITH RIBBED LINE TO OUTSIDE OR STORM SEWER NOT SINKING OVERHEADS.
 13. PROVIDE PLUMBING ACCESS PANEL AT ALL THROBS BY HANGING DOOR (2x4x8x10) SECTION SIZE 30x33.
 14. ALL GYPSUM TUBS AND SHAMERS SHALL BE TENGREED SAFETY G-555.
 15. PROVIDE RENTALS IN ALL BATHS AND UTILITY ROOMS THROUGH WALLS OR MECHANICAL WALLS.
 16. ALL ACCESS OPENINGS SHALL BE MADE TO SERVICE MECHANICAL, ELECTRICAL, AND PLUMBING SYSTEMS AND SHALL BE SHALL BE COMPLETED AFTER ALL OTHER WORK IS COMPLETE.
 17. LOCATE WATER LEAK TESTS IN ATTIC ABOVE LOAD BEARING PARTITION A PAIN WITH BELT RAIL LINE TO OUTSIDE OR STORM SEWER LINE.
 18. SHAMERS TO BE MINIMUM 2x4 ABOVE AIR ROOF LINE.

3D Design & Drafting

WWW.3DPOLYDIRECTION.COM

Tel: (281) 748 - 3715



CONSULTANTS

THE CONTRACTOR IS TO VERIFY ALL DIMENSIONS ON SITE BEFORE BUILDING AND REPORT ANY ERRORS TO THE ARCHITECT IMMEDIATELY. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURACY OF ALL DIMENSIONS AND CONDITIONS ON THE JOB. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE ACCURACY OF ALL DIMENSIONS AND CONDITIONS ON THE JOB.

REMODELING AND ADDITION
TO EXISTING RESIDENCE
615 ARLINGTON STREET,
CITY OF HOUSTON,
TX 77007

MARK	DATE	DESCRIPTION
0	11/20/2018	REVISIONS
1	11/20/2018	REVISIONS
2	11/20/2018	REVISIONS
3	11/20/2018	REVISIONS
4	11/20/2018	REVISIONS
5	11/20/2018	REVISIONS
6	11/20/2018	REVISIONS
7	11/20/2018	REVISIONS
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9	11/20/2018	REVISIONS
10	11/20/2018	REVISIONS
11	11/20/2018	REVISIONS
12	11/20/2018	REVISIONS
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100	11/20/2018	REVISIONS

A2.2

SECOND FLOOR

