

# CERTIFICATE OF APPROPRIATENESS APPLICATION FORM



**PLANNING &  
DEVELOPMENT  
DEPARTMENT**

**PROPERTY**

Address 1407 TULANE ST.  
 Historic District / Landmark HEIGHTS WEST HCAD # 0201480000014  
 Subdivision HOUSTON HEIGHTS Lot 15 TR 14 Block 152

**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 1407 TULANE LLC  
 Company \_\_\_\_\_  
 Mailing Address 1409 TULANE ST  
HOUSTON, TX 77008  
 Phone 713-805-2994  
 Email ~~\_\_\_\_\_~~ \_\_\_\_\_  
 Signature *[Signature]*  
 Date 9-29-15

**APPLICANT** (if other than owner)

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

**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.

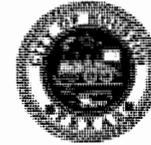
**Deed Restrictions:** You have verified that the work does not violate applicable deed restrictions.

**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](http://www.houstontx.gov/HistoricPreservationManual)

Historic Preservation Office      832.393.6556      [historicpreservation@houstontx.gov](mailto:historicpreservation@houstontx.gov)

## SUBMISSION INSTRUCTIONS

To submit application to Planning Department:

- email documents to [historicpreservation@houstontx.gov](mailto:historicpreservation@houstontx.gov) (attachments must be less than 10MB)
- send a Dropbox shared folder invitation to [historicpreservation@houstontx.gov](mailto: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.

| <b>2015 Meeting Dates</b><br>(Thursdays unless noted otherwise) | <b>COA Application Deadlines</b> | <b>Demolition / Relocation<br/>Posted Sign Deadlines</b> |
|---|----------------------------------|--|
| 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



PLANNING &  
DEVELOPMENT  
DEPARTMENT

**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<br>PLANNING STAFF: | Application received by:<br>Accepted as complete by: | Date:<br>Date: |
|---------------------------------------|--|----------------|

# 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:** 1407 TULANE ST HOUSTON, TX 77043

## BUILDING TYPE

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> single-family residence | <input 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 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 checked="" 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 type="checkbox"/> current window and door schedule  | <input type="checkbox"/> proposed elevations (all sides)  |
| <input type="checkbox"/> proposed window and door schedule | <input type="checkbox"/> perspective and/or line of sight |

**Certificate of Appropriateness Application  
For  
Front Porch Columns Alteration and Front Door Alteration  
1407 Tulane St., Houston, TX 77008**

**Background**

The Houston Archaeological and Historical Commission (“HAHC”) issued a Certificate of Appropriateness (“COA”) for an Addition and Alteration to a contributing structure for 1407 Tulane St., Houston, TX 77008 on February 26, 2015. The original application included proposed alterations to the front porch columns and to the front door (for the purposes of this application, the “Alterations”); however, HAHC staff felt that the Alterations did not meet the guidelines and would not recommend approval of the entire application without removal of the Alterations. In the interest of time (time being of the essence in a project such as this) and so that construction on the major renovations could commence, the application was revised to remove the Alterations, and to then reapply at a later date with further evidence that these Alterations would meet the Guidelines.

The property description, current conditions and other site features are included in the original Application and COA and will not be repeated in this Application.

**Front Porch Columns**

The following picture shows the current front elevation (east facing), which has four block columns, each with two smaller 4x4 wooden columns on top. The two outer block columns are twice as wide and taller than the block columns next to the front steps. The smaller wooden columns, offset from the centers of the outside columns, are clearly out of scale with the overall house.



**Photograph 1 - Current Front Elevation (east facing)**

Evidence clearly visible on the columns shows that the wooden columns on top of the block columns are not original and were added to the porch in the modern era.

First, the picture below shows the shadow outline on the concrete cap of where the original larger column was originally located, along with the anchor point for the prior column.



**Photograph 2 - Shadow outline and anchor point of original column**

Secondly, the following two photographs show how the outer columns are not centered on the concrete caps (whether front to back or side to side), evidencing that they were added at a later date.



**Photographs 3 and 4 - Showing existing columns off-center from column base**

Third, the concrete caps on the two interior block columns near the steps are set on plywood. This evidences that both the concrete caps were replaced at some point after the original house was constructed. Plywood is a modern element that would not have been historically used.



**Photograph 5 - Plywood Used to Form Concrete Cap**

Finally, this last photograph shows the modern materials used for the wooden columns. A treated 4" x 4" post is shown. Small 2-inch "L"-brackets are used to anchor the 4x4 to the concrete cap. Also, Philips head screws are used (which were not available at the time of original construction of this house). None of these materials are historic in nature and clearly show the columns were added at a much later date.



The proposed front elevation included with this Application includes single tapered columns, which are very typical of columns for bungalows of this period and neighborhood as shown on the photographs on the following page.



## **Front Door**

In this application, the current front door is also being proposed to be altered in this application. As with the columns, there is substantial evidence to show that the front door is not original, nor does it fit the style of the house.

There is no box mortise, which would be found on an original door for this period. The following picture also shows modern era beveled glass.



The above picture also shows the trim above the door to not be in character as the trim piece is out of proportion.

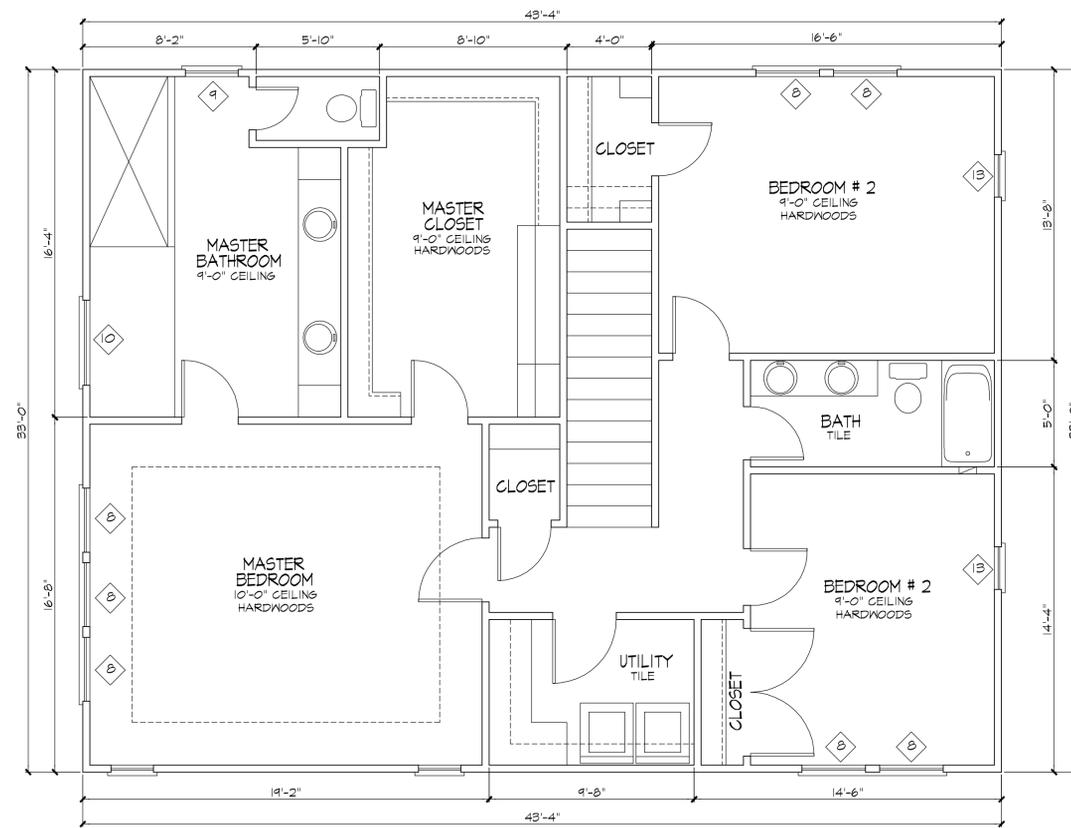
In addition the following photographs show where previous hinges were located, which indicates that the front door is not original to this structure.



The proposed columns and front door meet all the Approval Criteria as the current columns are not original nor are they historical at all and the front door was also added at a later date.

PROPOSED ELEVATION:





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

|   |        |
|---|--------|
| RELEASE   |        |
| DATE  |        |
| A RESIDENTIAL REMODEL OF:<br>1407 TULANE ST                   |        |
| CUSTOMER APPROVAL   |        |
| PAGE TITLE<br>REMODEL,<br>ADDITION &<br>SECOND FLOOR<br>PLANS |        |
| PROJECT #   | PAGE # |
| REVISION #  | R2     |













## Inspection Request and Project Status

**Project Number:** 15039755

**Description:** RESIDENTIAL ADDITION WITH NEW ALLEY ACCESS 2006 IRC

**Address:** 1407 TULANE ST

### PERMIT TYPE: 13 Structural Permit

| INSPECTION COMMENTS                                      |            |
|--|------------|
| Type / Description                                       | Date       |
| <b>131 1031-FDN AM</b>                                   |            |
| 16 footings  | 06/25/2015 |
| <b>132 1032-Bootleg</b>                                  |            |
| no box mortice in front door - not original              | 09/04/2015 |
| <b>135 1035-Frame</b>                                    |            |
| less headers over windows on north and sort elevation of | 09/04/2015 |
| existing portion of house.                               | 09/04/2015 |
| corrections made   | 09/22/2015 |
| <b>139 GO BY</b>   |            |
| 6"columns evident by shadow lines                        | 09/04/2015 |
| <b>13N Nail Pattern</b>                                  |            |
| jaime 281-690-0197                                       | 07/14/2015 |
| exterior nail pattern                                    | 07/15/2015 |
| <b>13R 1031-FDN PM</b>                                   |            |
| miguel @ 832-414-6990                                    | 06/10/2015 |
| miguel @ 832-414-6990                                    | 06/10/2015 |
| steel not per plan , sleeve steel stakes , require form  | 06/10/2015 |
| survey   | 06/10/2015 |
| garage only  | 06/24/2015 |
| <b>13U INSULATION</b>                                    |            |
| less attic   | 09/22/2015 |
| <b>13X FDN-WOOD/INSUL</b>                                |            |
| pending subfloor insulation letter.                      | 07/02/2015 |

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