

CERTIFICATE OF APPROPRIATENESS APPLICATION FORM



**PLANNING &
DEVELOPMENT
DEPARTMENT**

PROPERTY

Address 811 W. MELWOOD ST, HOUSTON, TX, 77009
 Historic District / Landmark THE HEIGHTS / NORHILL HCAD # 062118 0000016
 Subdivision EAST NORHILL Lot 16 Block 205

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 JEFF & TRINA HURLEY
 Company _____
 Mailing Address 811 W. MELWOOD ST
HOUSTON, TX, 77009
 Phone 713 884 5535
 Email _____
 Signature [Signature]
 Date 9/26/16

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 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: 811 W. MELWOOD ST, HOUSTON, TX, 77009

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 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 |

Proposed Work & Materials:**Windows:**

Proposal is for all external windows to be replaced. A Total of 23 windows are to be replaced due to significant wood rot, deterioration, and lack of energy efficiency. Wood windows show visible signs of rot and mold. Some do not shut properly due to wood swelling. Some have been painted shut causing a fire hazard.

Proposed windows to be installed from the Insignia range www.apexenergygroup.com. The Insignia Window is a double-hung design, made from a uPVC resin with Dupont Ti-Pure in order to retain its look. It was designed to have the craftsmanship and beauty of a wood window without the maintenance issues. The windows will be a 50/50 split and without grids to uphold the predominant theme in the Historical Heights. It has a beveled, exterior glazing bead to look like a wood window. Steel, low profile hardware styled after the wood window market (not the typical big, boxy plastic style on most replacement windows). There are safety features including dual cam-action locks, sash interlocks, and safety latches. New windows will match the size and shape of existing windows and will not alter the existing openings

Proposed new windows are triple paned offering superior energy efficiency and are constructed of recyclable materials.

Framing will not be altered unless there is wood rot in the window frame.

Criteria Adherence:

Houston Preservation Manual published by the City of Houston Planning and Development Criteria 6 states it may be acceptable to replace damaged historic wooden windows with composite windows as long as depth, sashes and profile are complimentary to window.



WINDOW AND DOOR MEASURE SHEET

NOTE: Hinge Left (HL) or Hinge Right (HR) on all casement orders as viewed from the exterior.
Add "EH" for Egress Hinge.
ALL PRODUCT CONFIGURATIONS MUST BE ORDERED AS VIEWED FROM THE EXTERIOR.

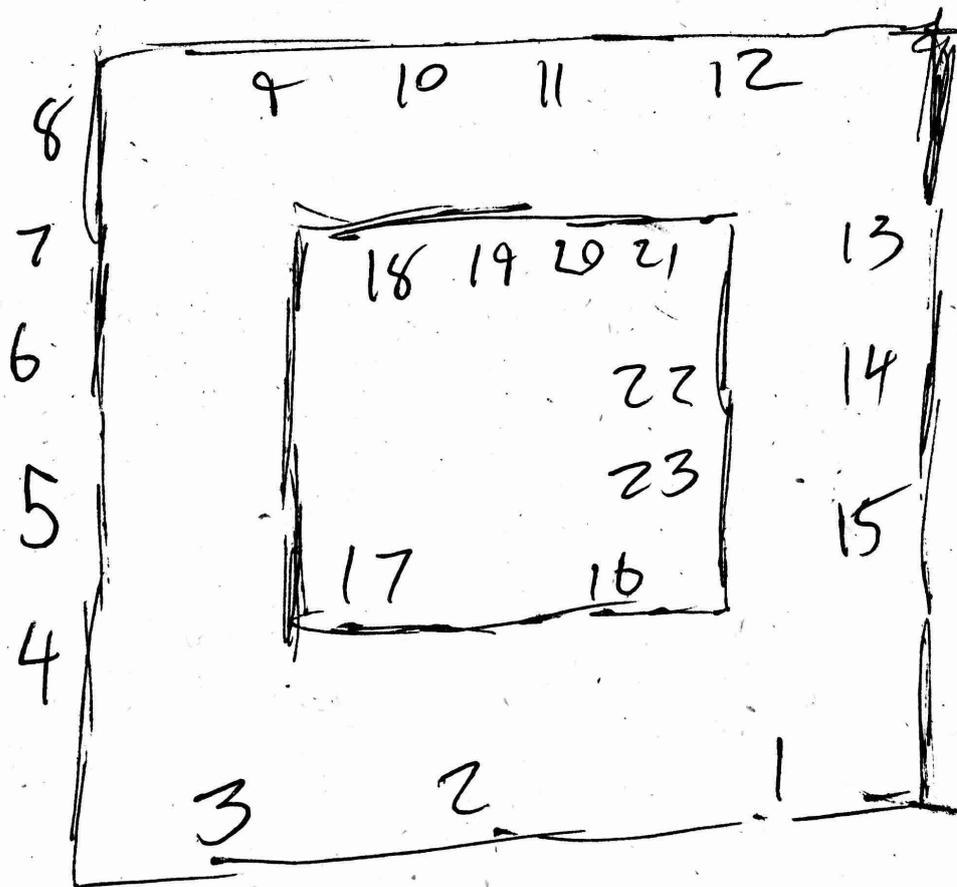
DATE: 9/1/16

Customer: Jeff and Trina Hurley	Special Instructions:	Sketches:
811 W Melwood St.		
Houston TX 77009		
PH: 713-586-9309 713-884-5535		
Alt:		

OPTION CODES:															
Apex Rep & PH:		Interior Color:				Exterior Color:				Obscure Glass:		Decorative Hardware:		Window Types:	
William Powars 703-943-6430		WH=White	LO=Light Oak	SM=Soft Maple	WH=White	*CG=Castle Gray	*FG=Forrest Green	S=Standard	SN=Satin Nickel	1C,2C,3C,4C,5C	2UA, 2EA	AWN			
		BE=Beige	DO=Dark Oak	RM=Rich Maple	BE=Beige	*AB=Arch. Bronze	*HK=Hudson Khaki	R=Rain	AB=Antique Brass	DH	PW	SPECIALTY			
		WW=White Wdgrn.	CH=Cherry	FX=Foxwood	*AT=American Terra	*ER=English Red	*DC=Desert Clay	G=Glue Chip	OB=Oil Rubbed Bronze	2LS, 3LS	PWC	DOOR			
* Includes Full Screen															

WINDOW NUMBER	TYPE	EXT COLOR	INT COLOR	EXACT MFG SIZE		OBS HF/FL	OBS TYPE	HINGE L/R	TEMP BOT/FUL	GRIDS TOP	GRIDS BOT	ORIEL Y/N	DEC H-WARE	NOTES
				WIDTH	X HEIGHT									
1	DH	WH	WH	42	x 60				none	none	n			
2	DH	WH	WH	31	x 60				none	none	n			
3	DH	WH	WH	31	x 60				none	none	n			
4	DH	WH	WH	31	x 60				none	none	n			
5	DH	WH	WH	31	x 60				none	none	n			
6	DH	WH	WH	30	x36	obs	fl		none	none	n			
7	DH	WH	WH	31	x 60				none	none	n			
8	DH	WH	WH	31	x 60				none	none	n			
9	DH	WH	WH	31	x 60				none	none	n			
10	DH	WH	WH	31	x 60				none	none	n			
11	DH	WH	WH	31	x 60				none	none	n			
12	DH	WH	WH	31	x 60				none	none	n			
13	DH	WH	WH	31	x 60				none	none	n			
14	DH	WH	WH	31	x 60				none	none	n			
15	DH	WH	WH	24	x 36				none	none	n			
16	DH	WH	WH	27	x 60				none	none	n			
17	DH	WH	WH	27	x 60				none	none	n			
18	DH	WH	WH	31	x 60				none	none	n			
19	DH	WH	WH	31	x 60				none	none	n			
20	DH	WH	WH	31	x 60				none	none	n			
21	DH	WH	WH	31	x 60				none	none	n			
22	DH	WH	WH	31	x 60				none	none	n			
23	DH	WH	WH	31	x 60				none	none	n			

Hurley



Sales Person:



Dealer Acknowledgement
Quote Date 10/13/2016
Date Ordered Quote Not Ordered

Dealer Name:

080030 APEX ENERGY SOLUTIONS DBA -

Bill To:
 APEX ENERGY SOLUTIONS DBA -
 JV SOLUTIONS LLC
 11644 N MICHIGAN RD
 ZIONSVILLE, IN 46077

Ship To:
 SAME

User Initials:

Quote Created By: asc261

Phone: (713) 882-4244 Fax:

Order Notes:

Delivery Notes:

Quote Name:

Project Name:

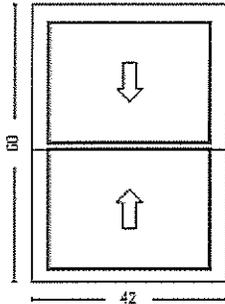
Hurley, Jeff

Unassigned Project

QUOTE #	RUSH	STATUS	PO#
1214553	No	None	

Line Item #	Qty	Width x Height	UI	Description
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1	1	42" X 60"	102	
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8001-8000 Series Double Hung 42 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

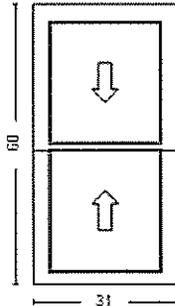
Line Item Notes:

Comment / Room:

1

Line Item #	Qty	Width x Height	UI	Description
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2	1	31" X 60"	91	
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8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

Line Item Notes:

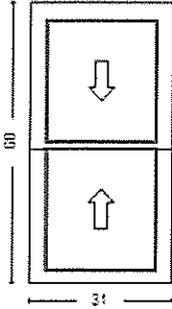
Comment / Room:

2

QUOTE #	RUSH	STATUS	PO#
1214553	No	None	

Line Item #	Qty	Width x Height	UI	Description
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3 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

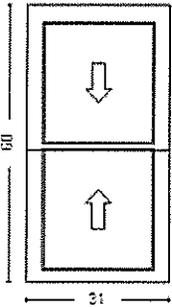
Line Item Notes:

Comment / Room:

3

Line Item #	Qty	Width x Height	UI	Description
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4 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

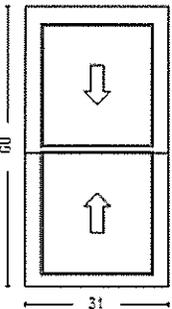
Line Item Notes:

Comment / Room:

4

Line Item #	Qty	Width x Height	UI	Description
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5 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

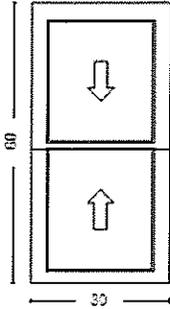
Line Item Notes:

Comment / Room:

5

QUOTE #	RUSH	STATUS	PO#
1214553	No	None	

Line Item #	Qty	Width x Height	UI	Description
6	1	30" X 60"	90	



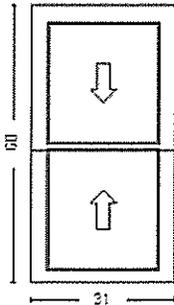
8001-8000 Series Double Hung 30 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade, OBSCURE FULL
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

Line Item Notes:

Comment / Room:

6

Line Item #	Qty	Width x Height	UI	Description
7	1	31" X 60"	91	



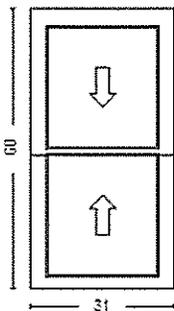
8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

Line Item Notes:

Comment / Room:

7

Line Item #	Qty	Width x Height	UI	Description
8	1	31" X 60"	91	



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

Line Item Notes:

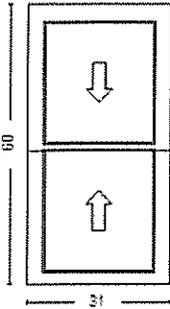
Comment / Room:

8

QUOTE #	RUSH	STATUS	PO#
1214553	No	None	

Line Item #	Qty	Width x Height	UI	Description
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9 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

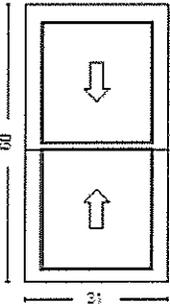
Line Item Notes:

Comment / Room:

9

Line Item #	Qty	Width x Height	UI	Description
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10 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

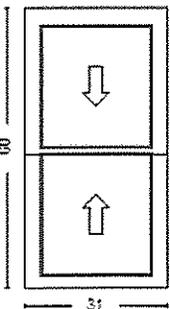
Line Item Notes:

Comment / Room:

10

Line Item #	Qty	Width x Height	UI	Description
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11 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

Line Item Notes:

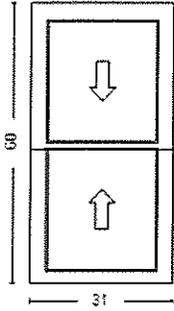
Comment / Room:

11

QUOTE #	RUSH	STATUS	PO#
1214553	No	None	

Line Item #	Qty	Width	x	Height	UI	Description
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12 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

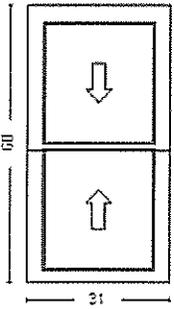
Line Item Notes:

Comment / Room:

12

Line Item #	Qty	Width	x	Height	UI	Description
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13 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

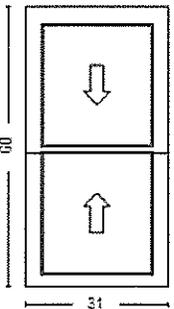
Line Item Notes:

Comment / Room:

13

Line Item #	Qty	Width	x	Height	UI	Description
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14 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

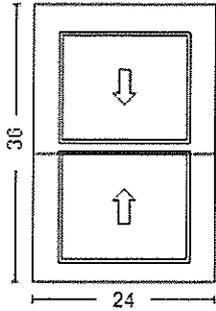
Line Item Notes:

Comment / Room:

14

QUOTE #	RUSH	STATUS	PO#
1214553	No	None	

Line Item #	Qty	Width x Height	UI	Description
15	1	24" X 36"	60	



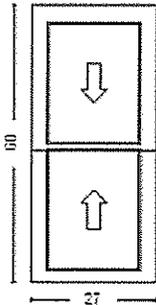
8001-8000 Series Double Hung 24 x 36
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

Line Item Notes:

Comment / Room:

15

Line Item #	Qty	Width x Height	UI	Description
16	1	27" X 60"	87	



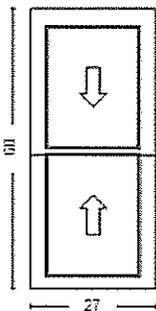
8001-8000 Series Double Hung 27 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

Line Item Notes:

Comment / Room:

16

Line Item #	Qty	Width x Height	UI	Description
17	1	27" X 60"	87	



8001-8000 Series Double Hung 27 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

Line Item Notes:

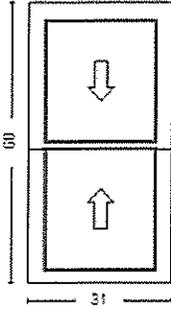
Comment / Room:

17

QUOTE #	RUSH	STATUS	PO#
1214553	No	None	

Line Item #	Qty	Width x Height	UI	Description
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18 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

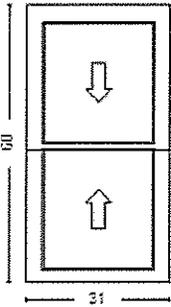
Line Item Notes:

Comment / Room:

18

Line Item #	Qty	Width x Height	UI	Description
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19 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

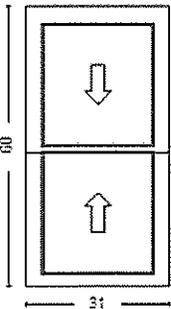
Line Item Notes:

Comment / Room:

19

Line Item #	Qty	Width x Height	UI	Description
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20 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

Line Item Notes:

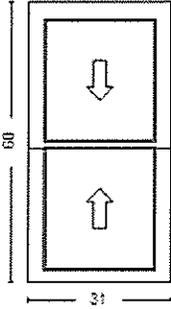
Comment / Room:

20

QUOTE #	RUSH	STATUS	PO#
1214553	No	None	

Line Item #	Qty	Width x Height	UI	Description
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21 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

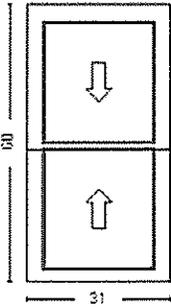
Line Item Notes:

Comment / Room:

21

Line Item #	Qty	Width x Height	UI	Description
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22 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

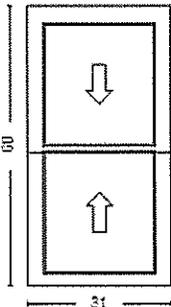
Line Item Notes:

Comment / Room:

22

Line Item #	Qty	Width x Height	UI	Description
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23 1 31" X 60" 91



8001-8000 Series Double Hung 31 x 60
 Sash Split = Even
 Operation / Venting = Double Hung
 Frame Color = White
 ClimaTech Elite 7, No Upgrade
 Lock / Keeper = Standard Lock / Keeper
 BetterVue Half Screen
 Foam Enhanced, Header Expander, Groove Filler = No
 Groove Filler, Frame Size

Line Item Notes:

Comment / Room:

23

QUOTE #	RUSH	STATUS	PO#
1214553	No	None	

ATTENTION

Total Unit Count	23
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Please note that all weights provided are estimates and subject to change based on actual order shipment.

I have reviewed this order and certify that it is correct. I understand that this order is noncancellable, nonreturnable, and nonrefundable.

By _____ Authorized Representative

Elevation Photos:

Front (street) facing façade – South Direction



Side facing façade – East Direction



Side facing façade - West Direction



Rear facing façade – North Direction



Detail Photos:

Total of 23 windows to be replaced.

Sample photos of present condition of windows:



Kitchen window with rotted/swollen sill due to water leaking through window.



Malfunctioning locking/closing mechanisms due to swollen frames.



Mold and dirt intrusion due to poorly functioning window.



Painted over wood rot/damaged frame inside home due to water leakage through window.



Painted over rotten window frame.



Painted over rotten window frame.



Molded rotten frame.