

# HOUSTON ARCHAEOLOGICAL AND HISTORICAL COMMISSION



PLANNING &  
DEVELOPMENT  
DEPARTMENT

## 2021 HAHC SCHEDULE

| COA APPLICATION DEADLINE<br>12 pm (noon) | HAHC MEETING DATE<br>(2 pm; no longer 3 pm)   |
|--|---|
| Wed, January 6                           | Thurs, January 28                             |
| -  | No HAHC meeting Thurs, February 25 (Training) |
| Mon, February 22                         | Thurs, March 25                               |
| Mon, March 29                            | Thurs, April 22                               |
| Mon, April 26                            | Thurs, May 20                                 |
| Mon, May 24                              | Thurs, June 17                                |
| Mon, June 28                             | Thurs, July 29                                |
| Mon, July 26                             | Thurs, August 26                              |
| Mon, August 30                           | Thurs, September 23                           |
| Mon, September 27                        | Thurs, October 21                             |
| Mon, October 18                          | Wed, November 17                              |
| Mon, November 15                         | Wed, December 15                              |
| Mon, December 20                         |   |

|  |   |
|--|---|
| <p><b>MEETING TIME &amp; LOCATION:</b><br/>2:00 PM Virtual TEAMS* or at City Hall Annex<br/>City Council Chambers, Public Level<br/>900 Bagby Street, Houston, TX<br/><i>*unless otherwise noted</i></p> | <p><b>FOR MORE INFORMATION:</b><br/><a href="http://www.houstontx.gov/planning/HistoricPres/">http://www.houstontx.gov/planning/HistoricPres/</a><br/>email: <a href="mailto:historicpreservation@houstontx.gov">historicpreservation@houstontx.gov</a><br/>phone: 832-393-6556</p> |
|--|---|

### NOTES

**Applications:** All applications must be submitted via Historic Preservation Tracker at: <https://cohweb.houstontx.gov/hpt/>. Application forms can be downloaded at: [www.houstontx.gov/planning/Forms/](http://www.houstontx.gov/planning/Forms/).

**Complete Applications:** All materials must be submitted by the deadline listed above 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 meeting may be necessary to allow for adequate review.

**Fees:** All COA applications have an application fee. See the *Application Fee Information* at [www.houstontx.gov/planning/Forms/](http://www.houstontx.gov/planning/Forms/) for more information. Project revisions must pay the same amount as the original fee.

**Notice Sign:** All COA applications require a public notice sign to be posted on the property within **3 calendar days** after application submission. See the *COA Sign Requirements* at: [www.houstontx.gov/planning/Forms/](http://www.houstontx.gov/planning/Forms/) for more information.

**COA Due Dates:** Certificate of Appropriateness (COA) applications are due at least 22 calendar days in advance of the HAHC meeting by **12 PM (noon)**, on or before **the deadline date listed above**. Application forms can be downloaded at: [www.houstontx.gov/planning/Forms/](http://www.houstontx.gov/planning/Forms/).

**COA Revisions Due Date:** Revisions to items deferred at a HAHC meeting, and fee, are due at least **15 days** in advance of the next meeting.

**Administrative Approval:** Some applications may qualify for approval by the Planning Director. Staff will notify applicants.

**Staff Assistance:** You may contact staff in advance of the submission deadline to discuss your project and to help you resolve potential issues.

Approved by HAHC 12.xx.20 (For staff use: Updated 12.04.20, Z:\GROUP\HistoricPreservation\HAHC\HAHC Meeting Schedules)