



# CERTIFICATE OF APPROPRIATENESS

Reviewed by the Houston Archaeological and Historical Commission

**ITEM E10**  
HPO File #: HP2026\_0204

August 13, 2026

3400 White Oak Drive  
Houston Heights South

**Applicant:** Romulo Cisneros, agent for Sonny Bazbaz, owner

**Property:** 3400 White Oak Drive, Lts 11 & 12, Blk 279, Houston Heights. The property is a 6,165 square foot one-story wood commercial structure situated on a 13,200 square foot (132' x 100') corner lot.

**Significance:** Contributing Storefront brick commercial property constructed circa 1930, located in the Houston Heights South Historic District.

**Proposal:** Alteration – Windows, Doors

The applicant proposes to remove and replace a front elevation door with a window panel and to install an emergency exit at the rear of the building.

- No other work to be done to the existing structure.
- All windows must be inset and recessed. See Attachment A for details.

**Public Comment:** No public comment received.

**Civic Association:** No civic association comment received.

**Recommendation:** Approval

**HAHC Action:** -



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## APPROVAL CRITERIA

### ALTERATIONS, REHABILITATIONS, RESTORATIONS AND ADDITIONS

Sec. 33-241: HAHC shall issue a certificate of appropriateness for the alteration, rehabilitation, restoration or addition of an exterior feature of (i) any landmark, (ii) protected landmark, (iii) any building, structure or object that is part of an archaeological site, or (iv) contributing building in a historic district upon finding that the application satisfies the following criteria, as applicable:

**S D NA**

**S - satisfies D - does not satisfy NA - not applicable**

- |                                     |                          |                          |                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------|--------------------------|--------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (1) The proposed activity must retain and preserve the historical character of the property;                                                                                                                                                                                                                                                  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (2) The proposed activity must contribute to the continued availability of the property for a contemporary use;                                                                                                                                                                                                                               |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (3) The proposed activity must recognize the building, structure, object or site as a product of its own time and avoid alterations that seek to create an earlier or later appearance;                                                                                                                                                       |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (4) The proposed activity must preserve the distinguishing qualities or character of the building, structure, object or site and its environment;                                                                                                                                                                                             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (5) The proposed activity must maintain or replicate distinctive stylistic exterior features or examples of skilled craftsmanship that characterize the building, structure, object or site;                                                                                                                                                  |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (6) New materials to be used for any exterior feature excluding what is visible from public alleys must be visually compatible with, but not necessarily the same as, the materials being replaced in form, design, texture, dimension and scale;                                                                                             |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (7) The proposed replacement of exterior features, if any, should be based on an accurate duplication of features, substantiated by available historical, physical or pictorial evidence, where that evidence is available, rather than on conjectural designs or the availability of different architectural elements from other structures; |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (8) Proposed additions or alterations must be done in a manner that, if removed in the future, would leave unimpaired the essential form and integrity of the building, structure, object or site;                                                                                                                                            |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (9) The proposed design for any exterior alterations or addition must not destroy significant historical, architectural, archaeological or cultural material, including but not limited to siding, windows, doors and porch elements;                                                                                                         |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (10) The proposed alteration or addition must be compatible with the massing, size, scale material and character of the property and the context area; and                                                                                                                                                                                    |
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | (11) The distance from the property line to the front and side walls, porches, and exterior features of any proposed addition or alteration must be compatible with the distance to the property line of similar elements of existing contributing structures in the context area.                                                            |

### HEIGHTS DESIGN GUIDELINES

- |                                     |                          |                          |                                                                                                                     |
|-------------------------------------|--------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------|
| <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | In accordance with Sec. 33-276, the proposed activity must comply with the City Council approved Design Guidelines. |
|-------------------------------------|--------------------------|--------------------------|---------------------------------------------------------------------------------------------------------------------|



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## DISTRICT MAP





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## CURRENT PHOTO







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## CONTEXT AREA



3411 White Oak Dr – Contributing – 1 STY



3407 White Oak Dr – Contributing – 1 STY



3403 White Oak Dr – Contributing – 1 STY



3415 White Oak Dr – Contributing – 1 STY





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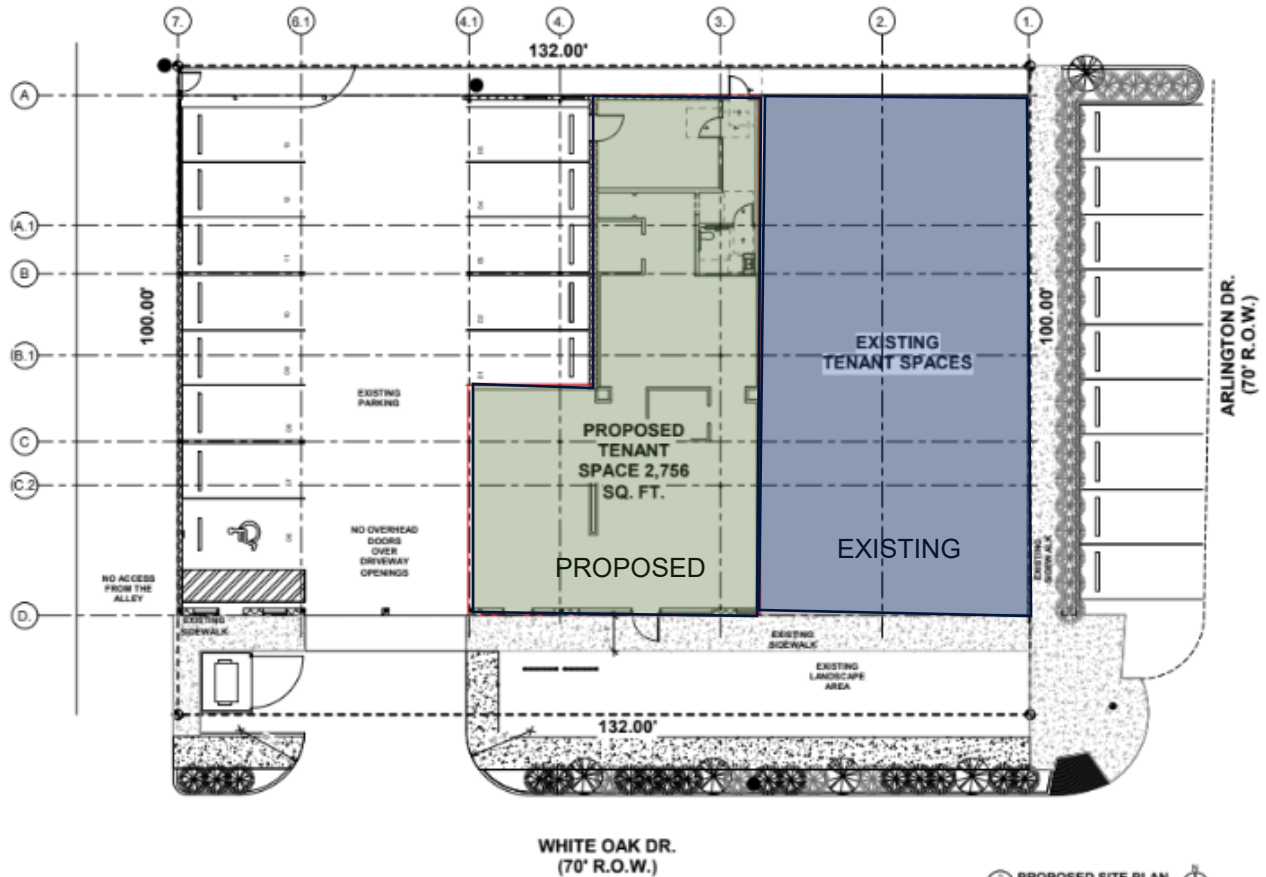
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## PROPOSED SITE PLAN





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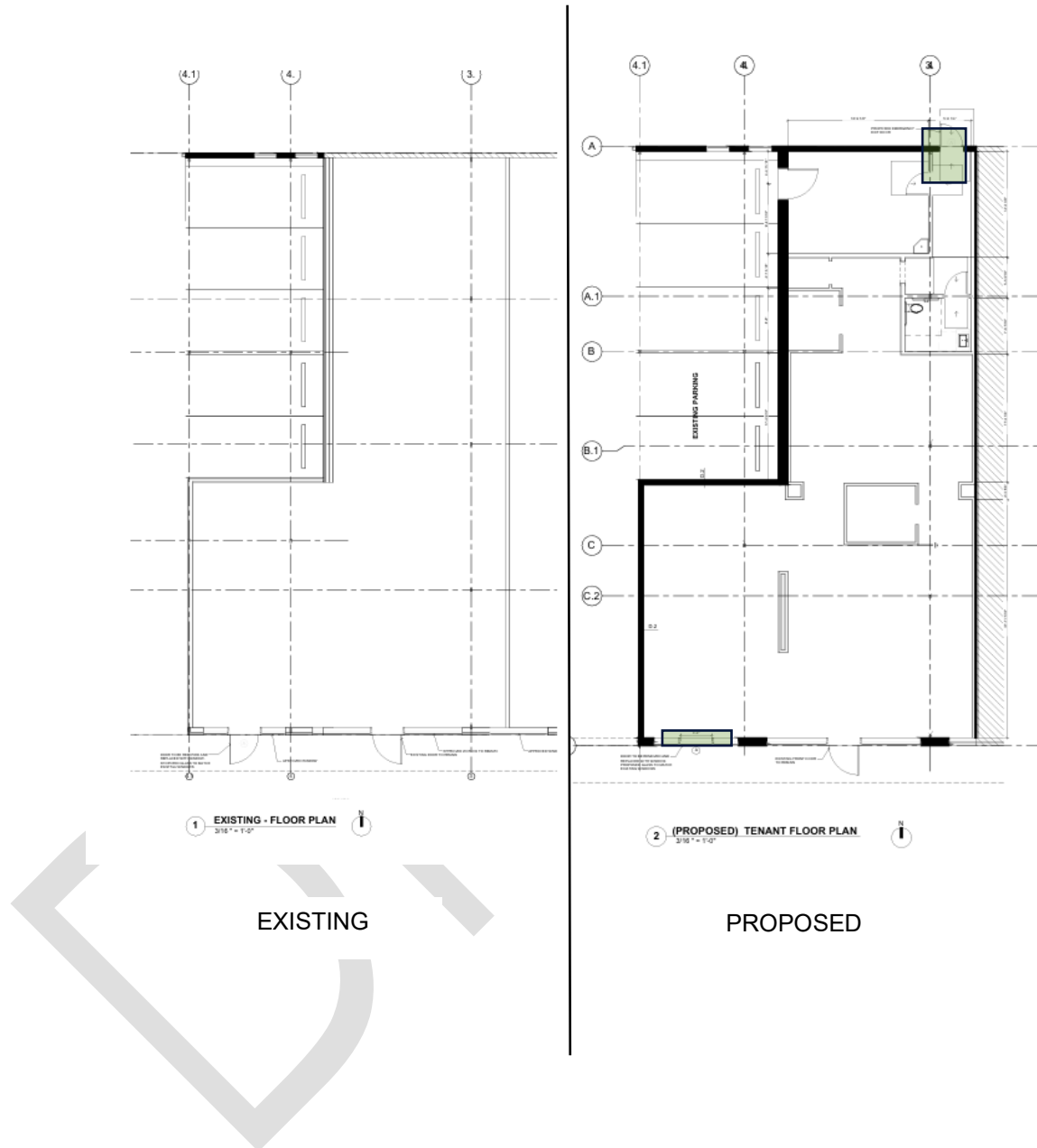
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## FLOOR PLAN





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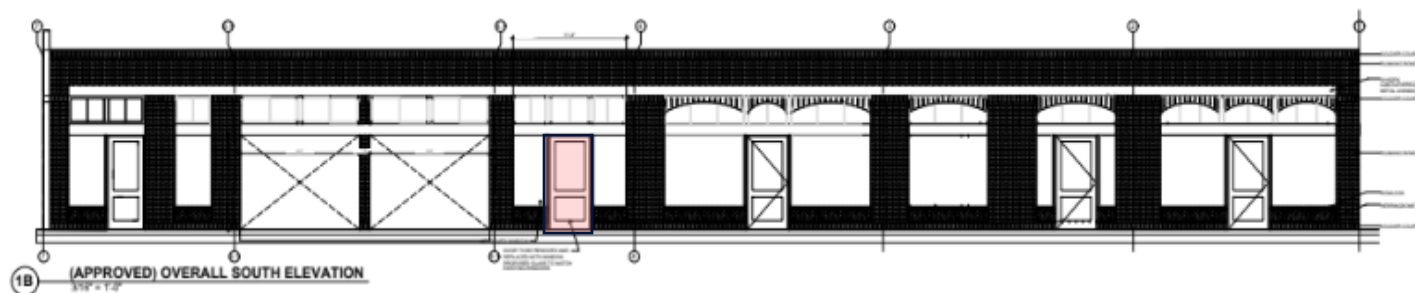
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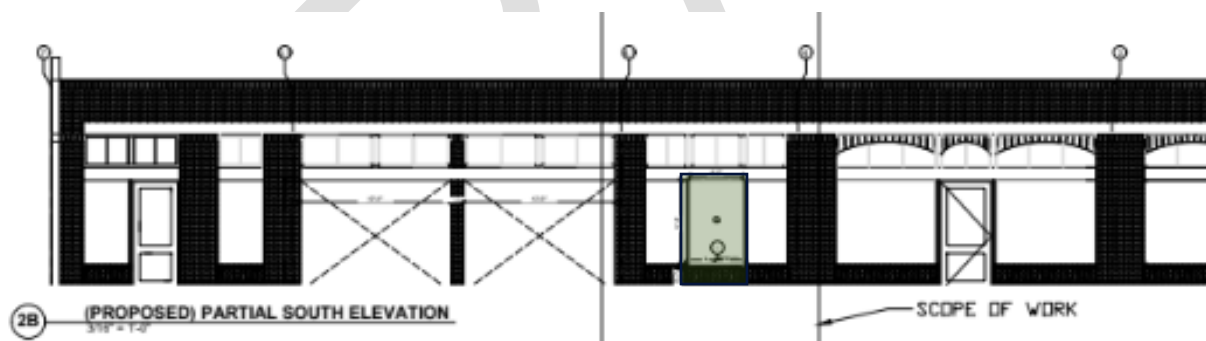
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## FRONT (SOUTH) ELEVATIONS



EXISTING



PROPOSED





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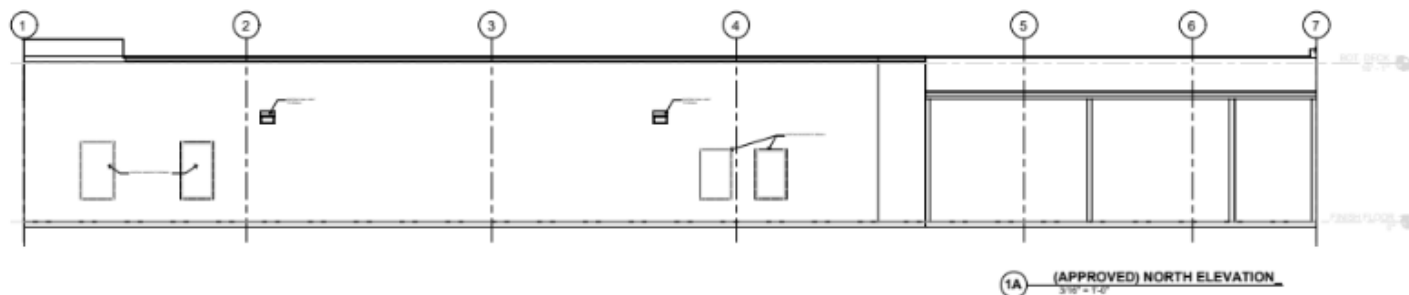
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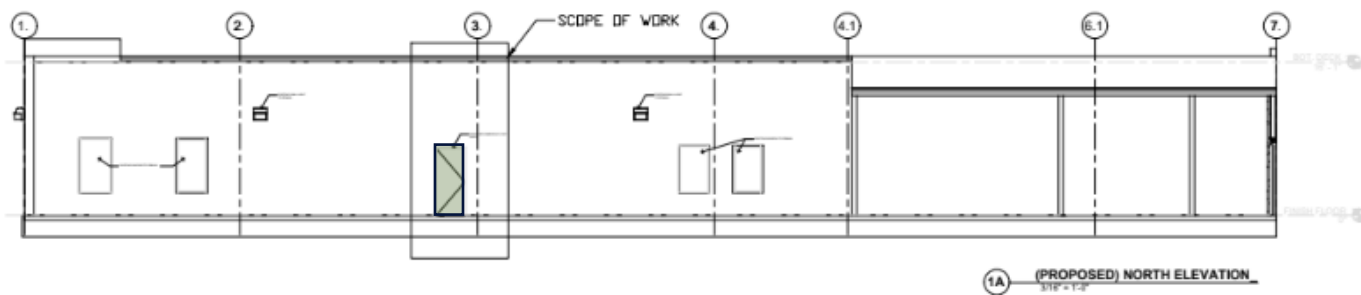
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## BACK (NORTH) ELEVATION

EXISTING



PROPOSED





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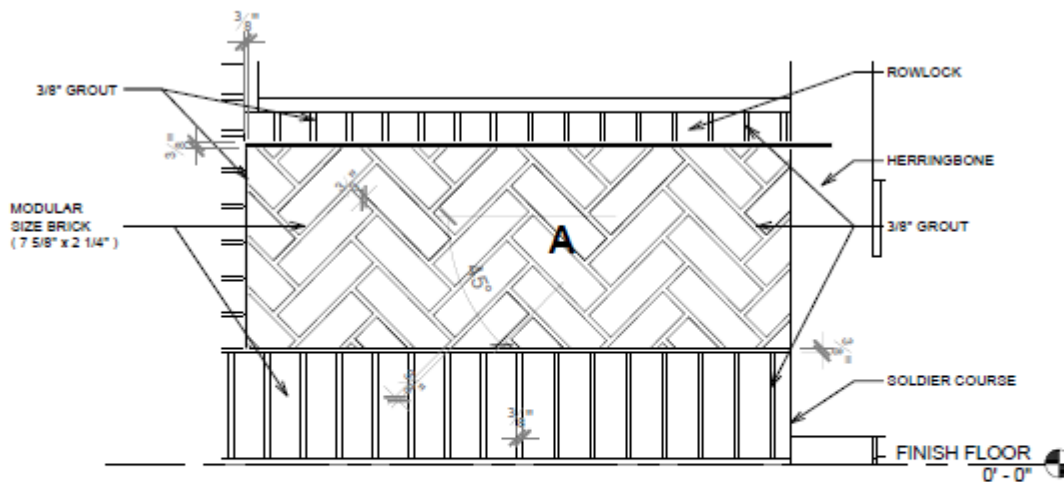
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## WINDOW & DOOR SCHEDULES

| DOOR SCHEDULE |       |        |           |              |              |
|---------------|-------|--------|-----------|--------------|--------------|
| MARK          | WIDTH | HEIGHT | THICKNESS | MANUFACTURER | FINISH       |
| A             | 3'-0" | 7'-0"  | 1 3/4"    | TRUDDOR      | HOLLOW METAL |

| WINDOW SCHEDULE |       |        |              |            |                            |                               |
|-----------------|-------|--------|--------------|------------|----------------------------|-------------------------------|
| MARK            | WIDTH | HEIGHT | MANUFACTURER | MATERIAL   | FINISH                     | COMMENTS                      |
| A               | 4'-2" | 6'-8"  | ANDERSEN     | ALUM/GLASS | SHERWIN-SW7715 POTTERY URN | NEW WINDOWS TO MATCH EXISTING |



**A** **PATTERN** (APPROVED PATTERN)  
1" = 1'-0"



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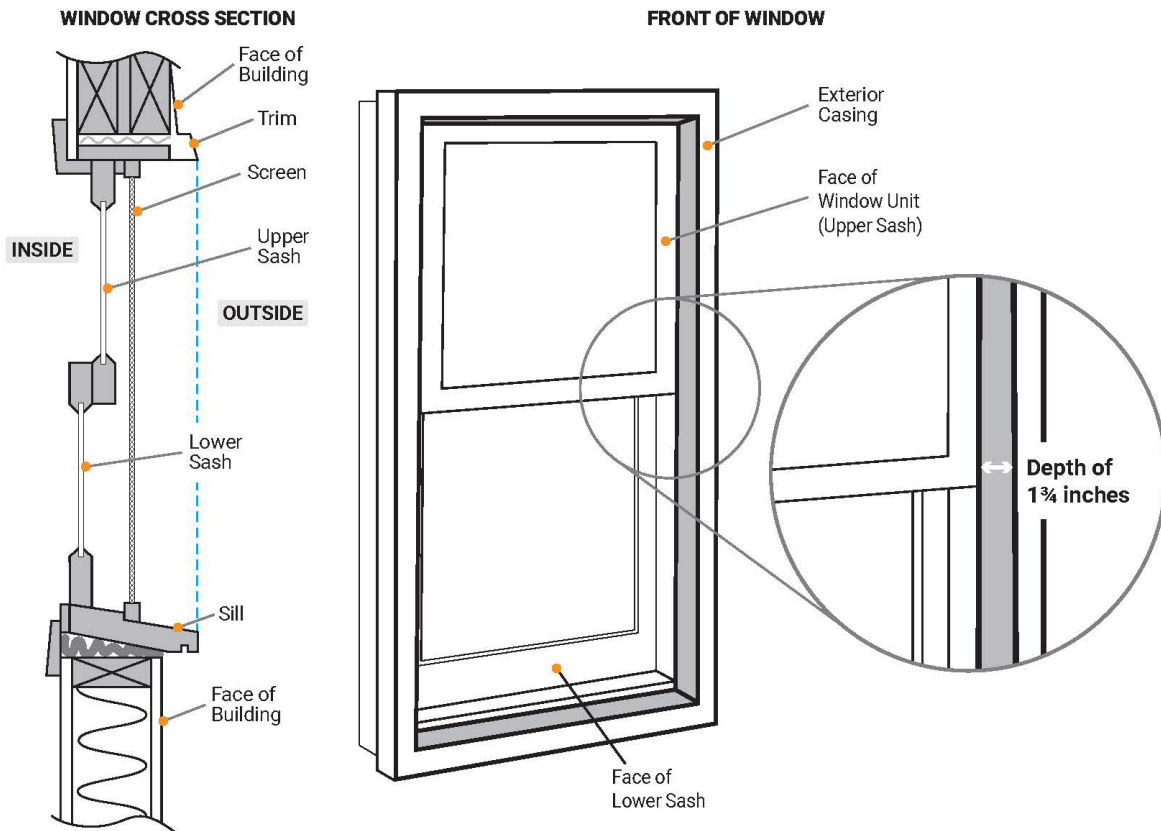
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## ATTACHMENT A



## Historic Window Standard: New Construction & Replacement



### Minimum 1 $\frac{3}{4}$ inch Inset

- Depth from Exterior Casing to the Face of the Window Unit (Upper Sash)
- Windows must be 1-over-1 (equally horizontally divided)
- 1 $\frac{3}{4}$  inch minimum inset for Fixed Window

**For more information contact:** Houston Office of Preservation

☎ 832-393-6556

✉ [historicpreservation@houstontx.gov](mailto:historicpreservation@houstontx.gov)