



# CERTIFICATE OF APPROPRIATENESS

Reviewed by the Houston Archaeological and Historical Commission

**Application Date:** 12/01/2025

**HPO File#:** HP2025\_0325

**ITEM#:** XX

**Applicant:** Heather Kyle, agent, Farzanah Gangjee, owner

**Property:** 3605 Del Monte Drive, Lot 9, Block 76, River Oaks Section 9 Subdivision. The property includes a historic 4,593 square foot, two-story wood frame single-family residence and attached garage situated on a 19,980 square foot (120' x 180') interior lot., Outside Historic District

**Significance:** Protected Landmark (2008)  
The Smith-Anderson House is a City of Houston Protected Landmark designated in May 2008. The two-story Colonial Revival red brick home was designed by architect Theo F. Keller, with a later entry designed by Birdsall Briscoe, and gardens designed by prominent landscape designer, C.C. ("Pat") Fleming.

**Proposal:** Alteration – Replace Windows

- Existing Wood Windows exhibit interior water damage.
- Replacement of the existing wood windows on the front and side elevations of the house, due to maintenance issues.
- New proposed wood windows will be visually consistent with the original windows. (Please see the detailed description in the uploaded submission.)

## Public Comments

-

- No Comments

## Civic Association

-

- No Comments

**Recommendation:** Approval

**HAHC Action:**

**Basis for Issuance:** HAHC Review

**Date Effective:**



## CERTIFICATE OF APPROPRIATENESS

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**Note:** All materials in exterior walls, including windows, siding, framing lumber, and interior shiplap must be retained except where removal or replacement has been explicitly approved by HAHC. Shiplap is an integral structural component of the exterior wall assembly in balloon framed structures and its removal can cause torquing, twisting and collapse of exterior walls. Shiplap may be carefully shored and removed in small portions to insulate, run wire or plumbing, and should be replaced when the work is complete. Maintenance and minor in-kind repairs of exterior materials may be undertaken without HAHC approval, but if extensive damage of any exterior wall element is encountered during construction, contact staff before removing or replacing the materials. A revised COA may be required.

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A

## APPROVAL CRITERIA

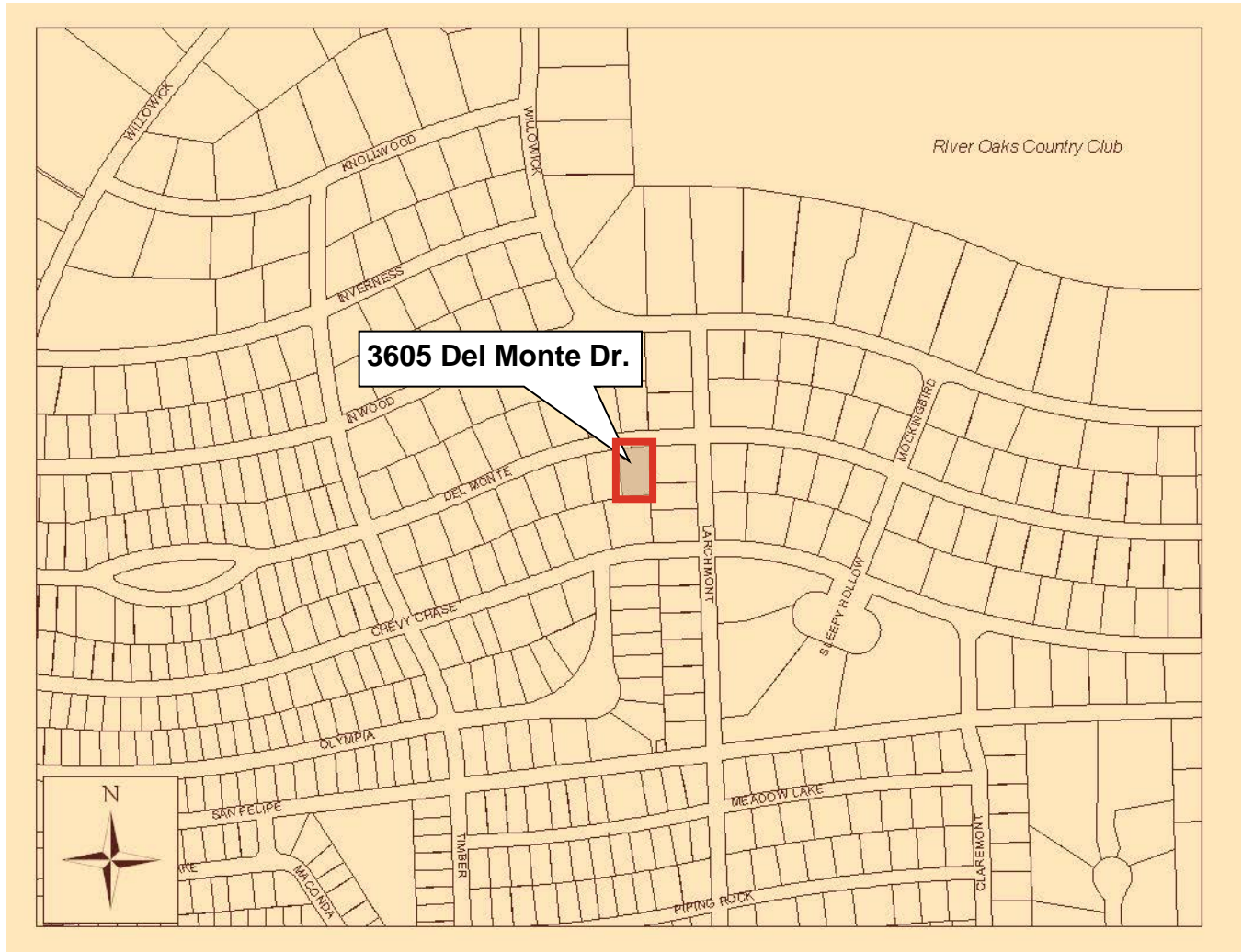
### ALTERATIONS, REHABILITATIONS, RESTORATIONS AND ADDITIONS

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.		



**PROPERTY LOCATION**  
**SMITH-ANDERSON HOUSE**





August 2017

























# Dillon Kyle Architects

November 3, 2025

**Project**

3605 Del Monte Drive  
Houston, TX 77019

**To:**

Houston Archaeological and Historic Commission  
611 Walker Street  
Houston, TX 77002

**Subject:**

Certificate of Appropriateness Application: Window Replacement

The Smith-Anderson House, located at 3605 Del Monte Drive, was designated as a City of Houston Protected Landmark on April 8, 2009 (HPO File No. 08PL60). This single-family residence was designed by Theo F. Keller in 1947 for Mr. & Mrs. H. K. Smith, and there were later alterations including the decorative front energy by Birdsall Briscoe. The house is a two-story Colonial Revival structure with red brick veneer and painted wood single-hung windows flanked by decorative shutters. At the east side and rear elevations, some parts of the house are clad in vertical board and batten siding. The floor plan is H-shaped, framing a bricked garden courtyard at the west side of the house.

The current owners undertook a significant remodel and addition project several years ago to address maintenance issues and adapt the home for a young family; the Certificate of Appropriateness for this scope was approved in 2017 (HPO File Nos. 170223, 170317, and 170819). The 2017 scope included expanding the garage to accommodate current vehicle sizes and the addition of a detached guest house outbuilding. At the time, the original painted wood windows on the front and side elevations were repaired and refurbished. However, the owners are now experiencing leaks with the original windows, in the form of interior condensation and mildew, as well as actual water from wind-driven rain. The owners have recently undertaken mold remediation in the home, particularly in the second floor bedroom area: improved

# Dillon Kyle Architects

windows will help address ongoing moisture concerns and ensure preservation of the house into the future.

The owners would like to replace the existing windows on the front and side elevations with new windows to match the original sizes, lite configurations, profiles, and muntin patterns. The proposed new windows are custom units produced locally by MRJ (see the attached proposal for specifications); these will be painted wood and will visually match the original windows. The new windows will have insulated glass to address the long-term maintenance and moisture concerns.

For reference, please see the attached photos of selected examples of existing damage to the original windows.

No work is proposed beyond the replacement of the indicated windows.



*Living Room window (EX02) – moisture damage at interior sash*

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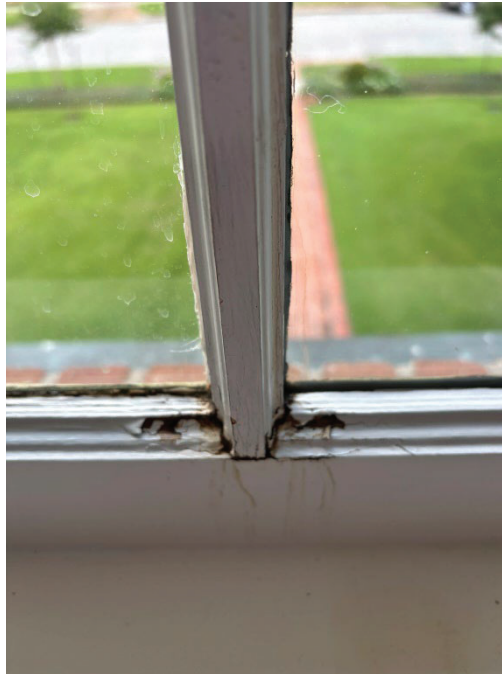


*Living Room window (EX02) – moisture damage at interior sash*



*Living Room window (EX01) – moisture damage at interior sash*

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*Laundry window (EX20) – moisture damage and wood rot from leaking at interior sash*



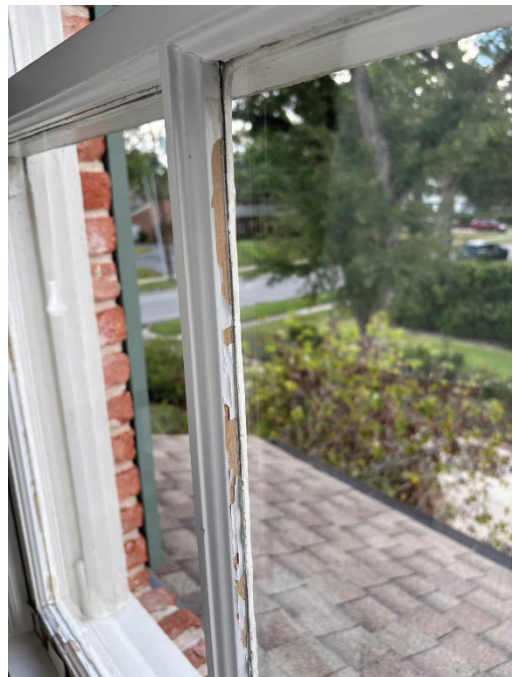
*Bedroom window (EX23) – moisture damage from leaking at interior sash*



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*Bedroom window (EX23) – moisture damage from leaking at interior sash*



*Bedroom window (EX23) – moisture damage from leaking at interior sash*

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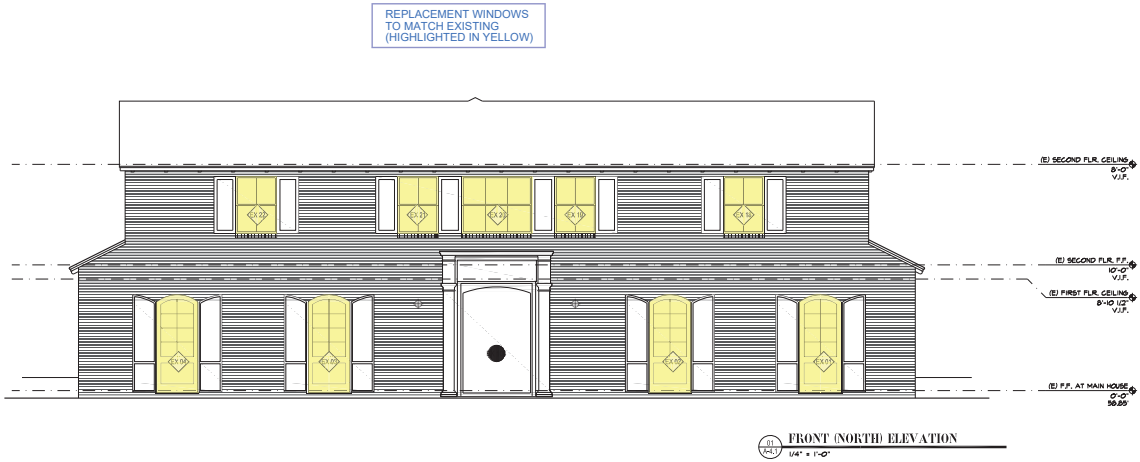
*Bedroom window (EX22) – moisture damage and wood rot at interior sash*



Dillon Kyle Architects Drawing name: K:\3605 Del Monte 2025\2 Drawing Set\CAD\Layout 4 - Exterior Elevations\_Window Replacement.dwg Plotted on: Oct 23, 2025 - 9:17am



PHOTOS OF EXISTING FRONT ELEVATION



DILLON KYLE ARCHITECTS

1500 W. Alabama Street  
Houston, Texas 77006  
713.520.8792 tel  
www.dkarc.com

REGISTRATION NUMBER: 15331

PROJECT INFORMATION:

3605 DEL MONTE DRIVE  
HOUSTON, TX 77019

REVISION / DATE:

HARC SUBMISSION 11-03-25

NOT FOR  
CONSTRUCTION

This drawing set is not complete and may not be used  
for Regulatory Approval, Permit or Construction.

SHEET CONTENTS:

EXTERIOR  
ELEVATIONS

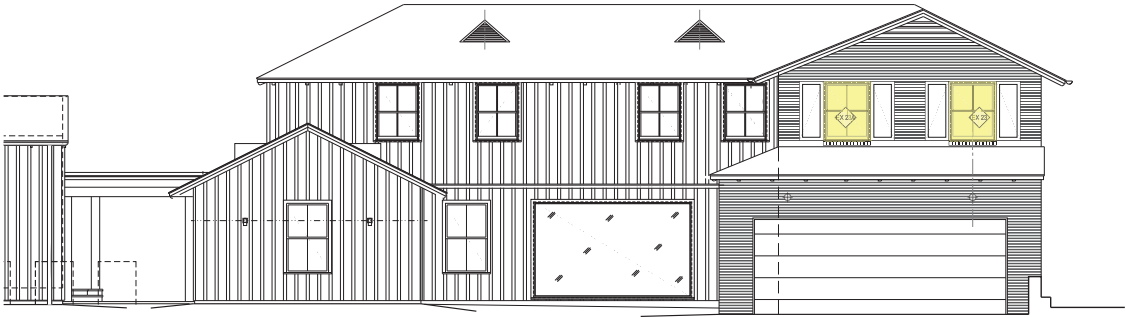
SHEET NUMBER:

A-4.1

Dillon Kyle Architects Drawing none: K:\3605 Del Monte 2025\2 Drawing Set\CAD\Layout 4 - Exterior Elevations\_Window Replacement.dwg Plotted on Oct 23, 2025 - 1:25pm



PHOTOS OF EXISTING SIDE (EAST) ELEVATION



30 SIDE (EAST) ELEVATION  
1/4" = 1'-0"

DILLON KYLE ARCHITECTS

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HOUSTON, TX 77019

REVISION / DATE:  
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CONSTRUCTION  
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SHEET CONTENTS:

EXTERIOR  
ELEVATIONS

SHEET NUMBER:  
A-4.2

Dillon Kyle Architects Drawing none: K:\3605 Del Monte 2025\2 Drawing Set\CAD\Layout 4 - Exterior Elevations\_Window Replacement.dwg Plotted on Oct 23, 2025 - 1:25pm



PHOTO OF EXISTING SIDE (WEST) ELEVATION



DILLON KYLE ARCHITECTS

1500 W. Alabama Street  
Houston, Texas 77006  
713.520.8792 tel  
www.dkarc.com

REGISTRATION NUMBER: 15331

PROJECT INFORMATION:

3605 DEL MONTE DRIVE  
HOUSTON, TX 77019

REVISION / DATE:

HARC SUBMISSION 11-03-25

NOT FOR  
CONSTRUCTION

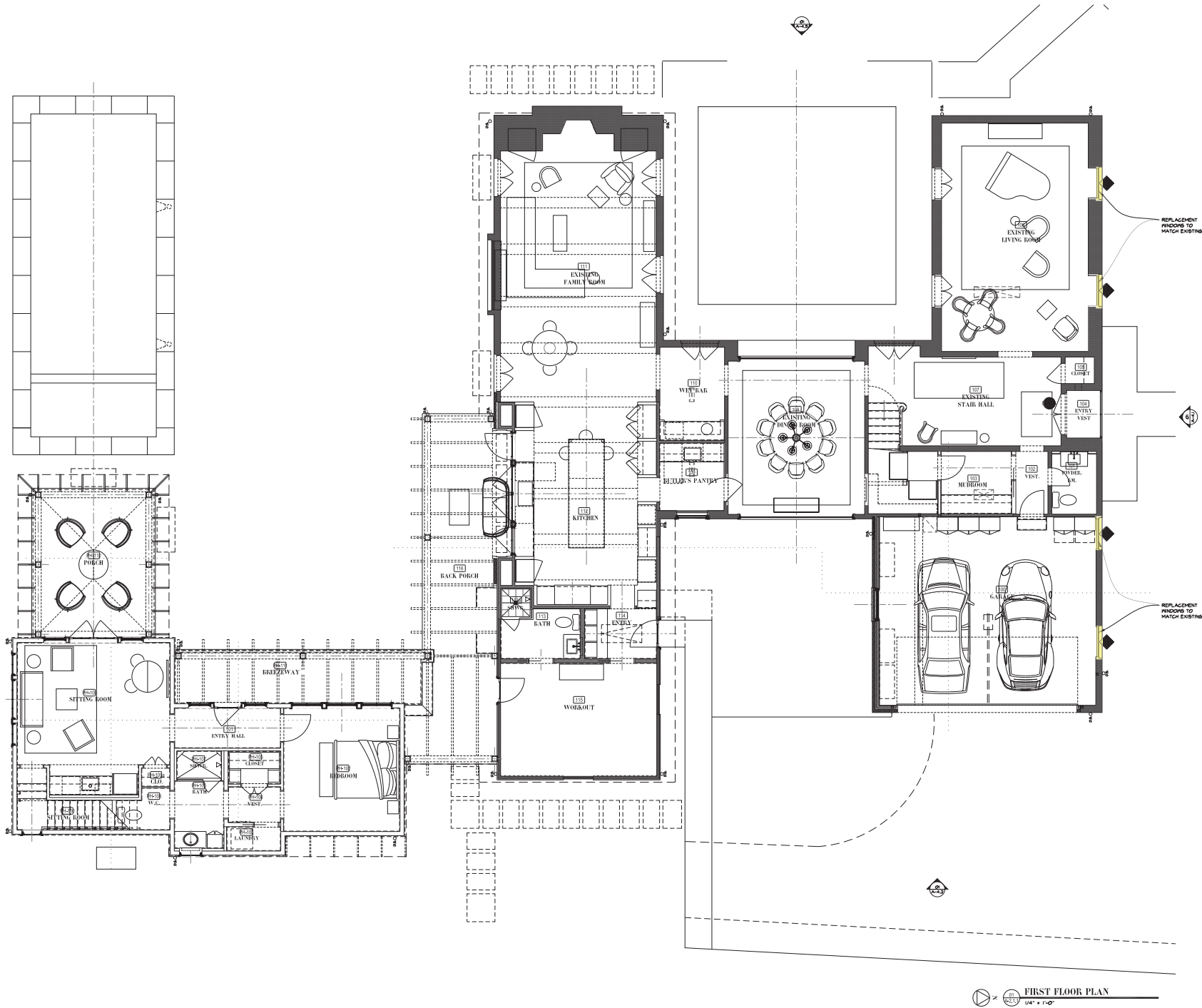
This drawing set is not complete and may not be used  
for Regulatory Approval, Permit or Construction.

SHEET CONTENTS:

EXTERIOR  
ELEVATIONS

SHEET NUMBER:

A-4.3



3605 DEL MONTE DRIVE  
HOUSTON, TX 77019



3605 DEL MONTE DRIVE  
HOUSTON, TX 77019

PROJECT INFORMATION:

REVISION / DATE:

HMC SUBMISSION 11-02-25

NOT FOR  
CONSTRUCTION

This drawing is not to be used for construction without the approval of the Regulatory Agency. Permit or Construction.

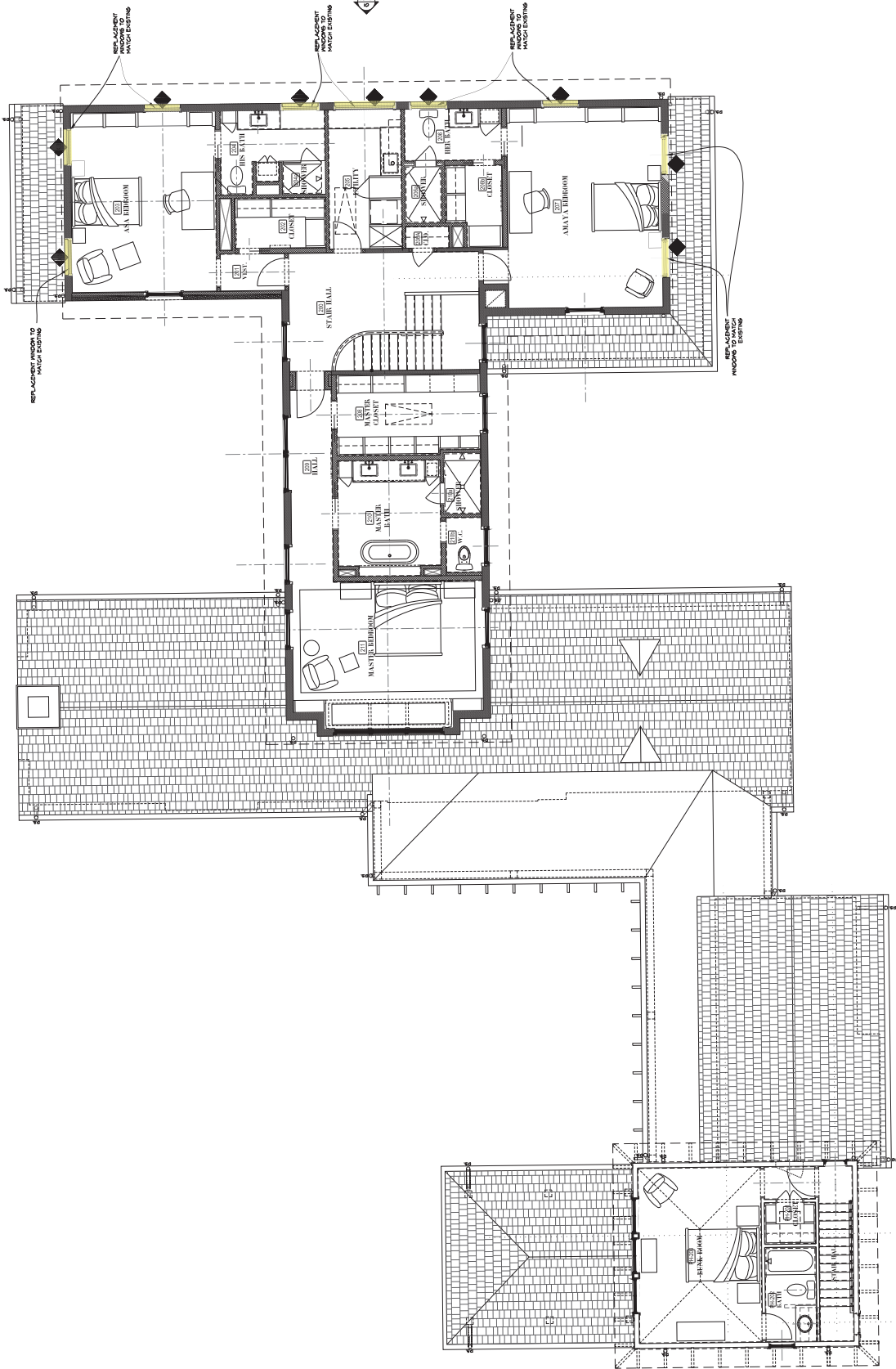
SHEET CONTENTS:

SECOND FLOOR PLAN

SHEET NUMBER:

A-2.2.1

SECOND FLOOR PLAN  
1/8" = 1'-0"



# MRJ Wood Products, Inc.

Date: 10/9/25

## PROPOSAL FOR:

The Southampton Group Marcel Barone 713-254-8699 Email: marcel@thesouthamptongroup.com

## JOB SITE:

3605 Del Monte Drive

TYPE	QTY	SIZE	P
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### Windows

<u>First Floor - EX01, EX02, EX03, EX04</u>	
4	<u>40" x 63"</u>
6 Lite Arch Top, 1 Panel Accoya Bottom	
<u>2nd Floor - EX18, EX19, EX21, EX22, 23, 23A, EX35, EX36</u>	
8	40" x 55" 2/2 Single Hung
<u>2nd Floor - EX20</u>	
1	<u>67-1/2" x 53-1/2"</u>
3/3 Fixed Sash Only, Jo Jamb	

### Wood: Genuine Mahogany

### Glass: 1/2" LoE I.G., Cardinal 366, SDL

### Spiral Balances

### Lower Panels: Accoya

### Staining, Painting and Installation Not Provided

MRJ WOOD PRODUCTS INC. IS NOT RESPONSIBLE FOR MISSED OR IN-CORRECT WINDOW/DOOR QUANTITIES IN THIS QUOTE. ANY ADDITIONAL WINDOWS/DOORS WILL BE CHARGED ACCORDINGLY.

MRJ REQUIRES JOBSITE NAME, ADDRESS AND P.O. # BEFORE ANY JOB IS STARTED.

MRJ REQUIRES 1/2 DEPOSIT ON ALL NEW ORDERS, BEFORE THEY ARE PUT INTO PROCESS.

ACCEPTANCE OF PROPOSAL DATE: \_\_\_\_\_ P.O.# \_\_\_\_\_

AUTHORIZED SIGNATURE: \_\_\_\_\_

PRINTED NAME OF SIGNATURE: \_\_\_\_\_

PROPOSAL GOOD FOR 30 DAYS.



EXISTING							
Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Original/Replacement	Existing to Remain
<b>Existing First Floor:</b>							
EX01	Wood	4/4 arch top	Single-Hung Arch Top with panel bottom	40" x 63" arched	Inset	Original	No
EX02	Wood	4/4 arch top	Single-Hung Arch Top with panel bottom	40" x 63" arched	Inset	Original	No
EX03	Wood	4/4 arch top	Single-Hung Arch Top with panel bottom	40" x 63" arched	Inset	Original	No
EX04	Wood	4/4 arch top	Single-Hung Arch Top with panel bottom	40" x 63" arched	Inset	Original	No
<b>Existing Second Floor:</b>							
EX18	Wood	2/2	Single-Hung	40" x 55"	Inset	Original	No
EX19	Wood	2/2	Single-Hung	40" x 55"	Inset	Original	No
EX20	Wood	3/3	Fixed	67-1/2" x 53-1/2"	Inset	Original	No
EX21	Wood	2/2	Single-Hung	40" x 55"	Inset	Original	No
EX22	Wood	2/2	Single-Hung	40" x 55"	Inset	Original	No
EX23	Wood	2/2	Single-Hung	40" x 55"	Inset	Original (relocated)	No
EX23A	Wood	2/2	Single-Hung	40" x 55"	Inset	Original (relocated)	No
EX38	Wood	2/2	Single-Hung	40" x 55"	Inset	Original (relocated)	No
EX39	Wood	2/2	Single-Hung	40" x 55"	Inset	Original (relocated)	No

**All remaining existing windows not in proposed scope.**

DAMAGE	
Window	Describe Damage

**Existing First Floor:**

EX01	Moisture damage at interior sash, rot at exterior panel bottom
EX02	Moisture damage at interior sash, rot at exterior panel bottom
EX03	Rot at exterior panel bottom
EX04	Rot at exterior panel bottom

**Existing Second Floor:**

EX18	Moisture damage at interior sash and muntins, not watertight in rain events
EX19	Moisture damage at interior sash and muntins, not watertight in rain events
EX20	Moisture damage and wood rot at interior sash and muntins, not watertight in rain events
EX21	Moisture damage at interior sash and muntins, not watertight in rain events
EX22	Moisture damage and wood rot at interior sash and muntins, not watertight in rain events
EX23	Moisture damage and wood rot at interior sash and muntins, not watertight in rain events
EX23A	Moisture damage at interior sash and muntins
EX38	Moisture damage at interior sash and muntins
EX39	Moisture damage at interior sash and muntins

**All remaining existing windows not in proposed scope.**

PROPOSED							
Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Brand/Vendor	Other

**First Floor:**

EX01	Wood	4/4 arch top	Single-Hung Arch Top with panel bottom	3'-4" x 5'-3" arched	Inset	MRJ Wood Products (custom)	(new) to match existing original
EX02	Wood	4/4 arch top	Single-Hung Arch Top with panel bottom	3'-4" x 5'-3" arched	Inset	MRJ Wood Products (custom)	(new) to match existing original
EX03	Wood	4/4 arch top	Single-Hung Arch Top with panel bottom	3'-4" x 5'-3" arched	Inset	MRJ Wood Products (custom)	(new) to match existing original
EX04	Wood	4/4 arch top	Single-Hung Arch Top with panel bottom	3'-4" x 5'-3" arched	Inset	MRJ Wood Products (custom)	(new) to match existing original

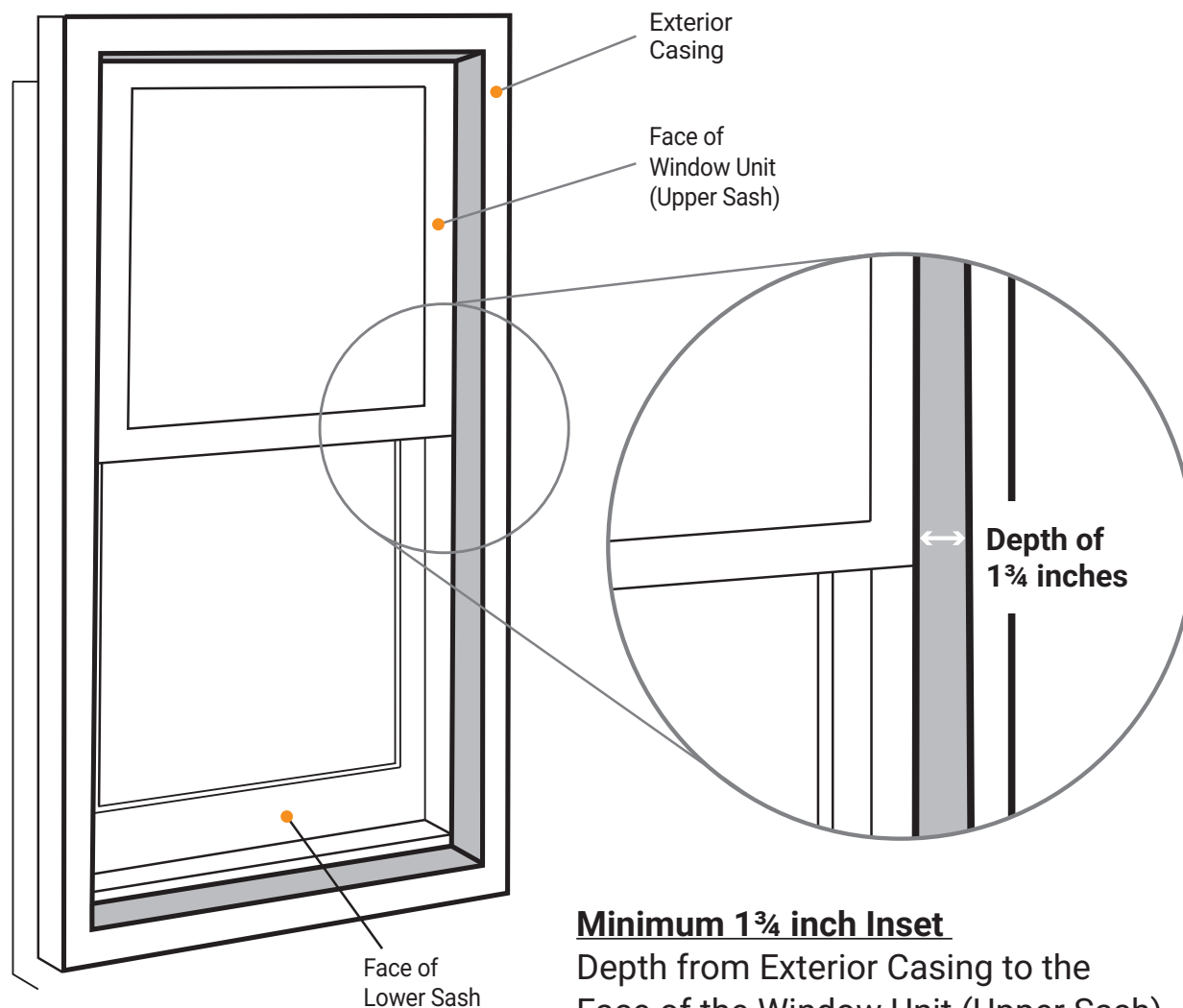
**Second Floor:**

EX18	Wood	2/2	Single-Hung	3'-4" x 4'-7"	Inset	MRJ Wood Products (custom)	(new) to match existing original
EX19	Wood	2/2	Single-Hung	3'-4" x 4'-7"	Inset	MRJ Wood Products (custom)	(new) to match existing original
EX20	Wood	3/3	Fixed	5'-7 1/2" x 4'-5 1/2"	Inset	MRJ Wood Products (custom)	(new) to match existing original
EX21	Wood	2/2	Single-Hung	3'-4" x 4'-7"	Inset	MRJ Wood Products (custom)	(new) to match existing original
EX22	Wood	2/2	Single-Hung	3'-4" x 4'-7"	Inset	MRJ Wood Products (custom)	(new) to match existing original
EX23	Wood	2/2	Single-Hung	3'-4" x 4'-7"	Inset	MRJ Wood Products (custom)	(new) to match existing original
EX23A	Wood	2/2	Single-Hung	3'-4" x 4'-7"	Inset	MRJ Wood Products (custom)	(new) to match existing original
EX38	Wood	2/2	Single-Hung	3'-4" x 4'-7"	Inset	MRJ Wood Products (custom)	(new) to match existing original
EX39	Wood	2/2	Single-Hung	3'-4" x 4'-7"	Inset	MRJ Wood Products (custom)	(new) to match existing original

**All remaining existing windows not in proposed scope.**



# 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)