

**CERTIFICATE OF APPROPRIATENESS**

**Applicant:** Sarah Hannah, agent for Melissa B. Hagan, owner

**Property:** 212 Bayland St, Tracts 14A & 15A, Block 3. Woodland Heights Subdivision. The property includes a two-story wood frame approximately 2,905 square foot single-family residence situated on a 6,500 sq. ft. corner lot.

**Significance:** Contributing Prairie house, constructed circa 1924, located in the Woodland Heights Historic District.

**Proposal:** Alteration- Addition, Doors, Windows

The applicant is proposing to replace all the homes windows.

Many of the proposed Windows, doors and addition have been approved in previous

COA's 1/24/19 **HP2018\_0151**, 4/23/20 **HP2020\_0075**, 9/15/23 **HP2023\_0229**, 3/14/24 **HP2024\_0037**

New windows will be painted wood windows to match existing.

- East elevation, remove 2<sup>nd</sup> story set of two windows on back half of house with single window. This proposed area is obscured from view by the existing house and not readily visible from street.
- Staff has determined windows are all beyond reasonable repair, needing 50% or more of wood replaced, none of the glass is original.
- Windows are exhibiting decay, bowing, separation of joints, water intrusion, mildew and mold.
- Some of windows in poor condition were restored at great expense by owner in 2023.
- **All windows will be inset and recessed into the wall opening.**

**Public Comment:** No public comment received

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

**ALL NEW WINDOWS MUST BE INSET 1¼ Inches – See Attachment 1**

**1-over-1 Windows Must Be Equally Horizontally Divided**

**Recommendation: Approval**

**HAHC Action:**

*Note: All materials in exterior walls, including windows, siding, framing lumber, and interior shiplap (if originally present) must be retained except where removal or replacement has been explicitly approved per this Certificate. Shiplap is an integral structural component of the exterior wall assembly in balloon framed structures and 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.*

**CERTIFICATE OF APPROPRIATENESS**



**PLANNING &  
DEVELOPMENT  
DEPARTMENT**

COA valid for two years from effective date. COA is in addition to any other permits or approvals required by municipal, state and federal law. Permit plans must be stamped by Planning & Development Department for COA compliance prior to submitting for building or sign permits. Any revisions to the approved project scope may require a new COA.

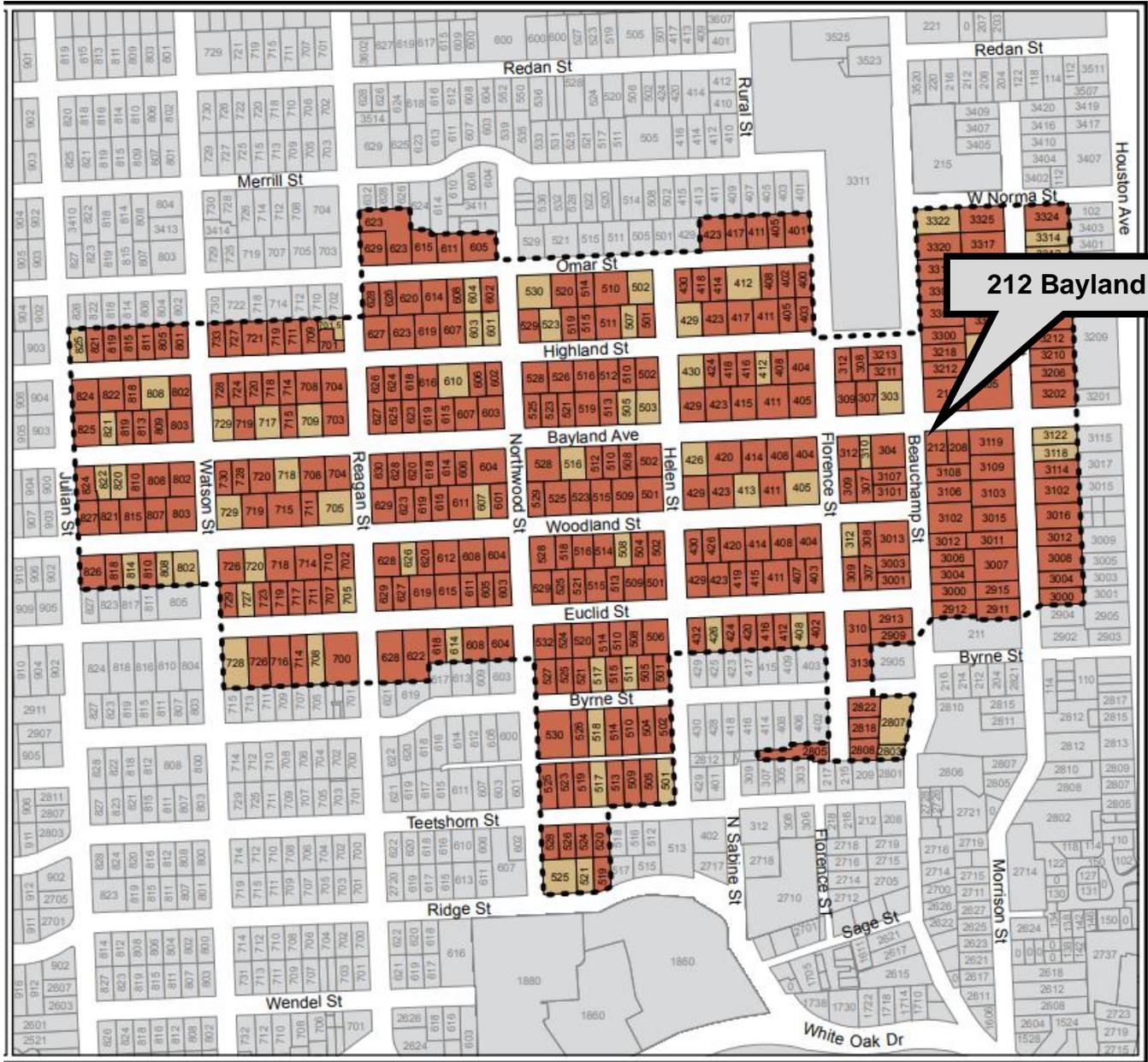
## ALTERATIONS, REHABILITATIONS, RESTORATIONS AND ADDITIONS

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;<br><i>Window inspection revealed interior and exterior wood rot, mold and mildew on window, plus bowing, loose joints, non-original glass. All windows that are thought to be original locations are deemed beyond reasonable repair. In addition, current owner has paid to restore quite a few windows, which now three years later are rotted and falling apart.</i> |
| <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; <i>Window replacements will allow house insulation to prevent moisture, mildew and mold from entering through window openings.</i>   |
| <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; <i>Window openings, materials and details are being maintained as readily visible from street.</i>   |
| <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; <i>Historic character of the house is being preserved.</i>   |
| <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; <i>Replacement windows and doors will maintain historic character of the home.</i>  |
| <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; <i>Replacement windows and doors of wood will be in keeping with the character of the historic home.</i>   |
| <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; <i>Replacement windows and doors will be appropriate to the original home.</i>   |
| <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 type="checkbox"/>            | <input type="checkbox"/> | <input checked="" 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

## WOODLAND HEIGHTS HISTORIC DISTRICT



**Building Classification**

- Contributing
- Non-Contributing

**INVENTORY PHOTO**



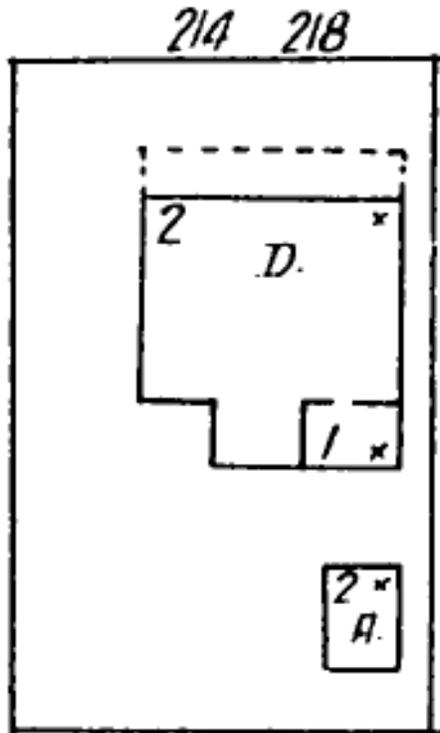
**CURRENT PHOTO**



**AERIAL VIEW OF PROPERTY**

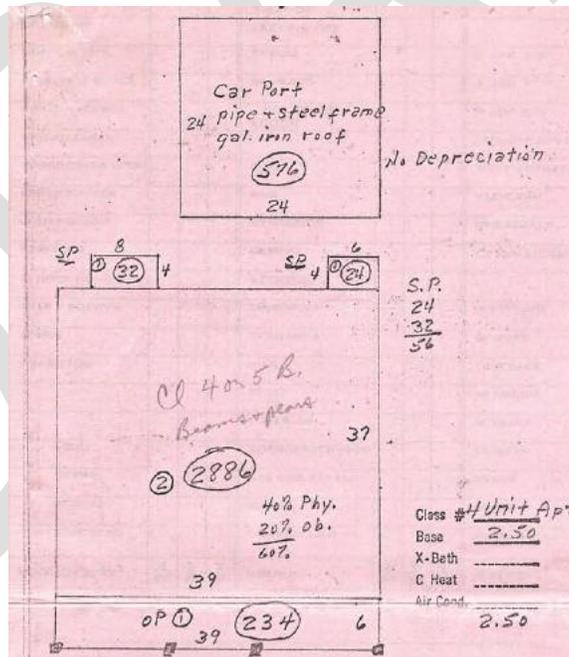


**SANBORN (1924-1950)**



On this Sanborn, the structure is labeled as 214/218, but it is the structure currently at 212. On the full view, it shows that it is the corner lot at Bayland and Beachamp.

**BLA (1965)**



## HISTORIC IMAGES



The top left image is from the 1920s, provided by the applicant. This is the west elevation taken from the rear of the home that demonstrates that there was a later addition to fill in that corner as confirmed by the sanborn. The proposed added windows lie almost entirely in the non-original addition.



208 BAYLAND (NEIGHBOR)



215 BAYLAND



212 BAYLAND



DRAFT

## SITE PHOTOS PROVIDED BY APPLICANT

North Elevation



South Elevation



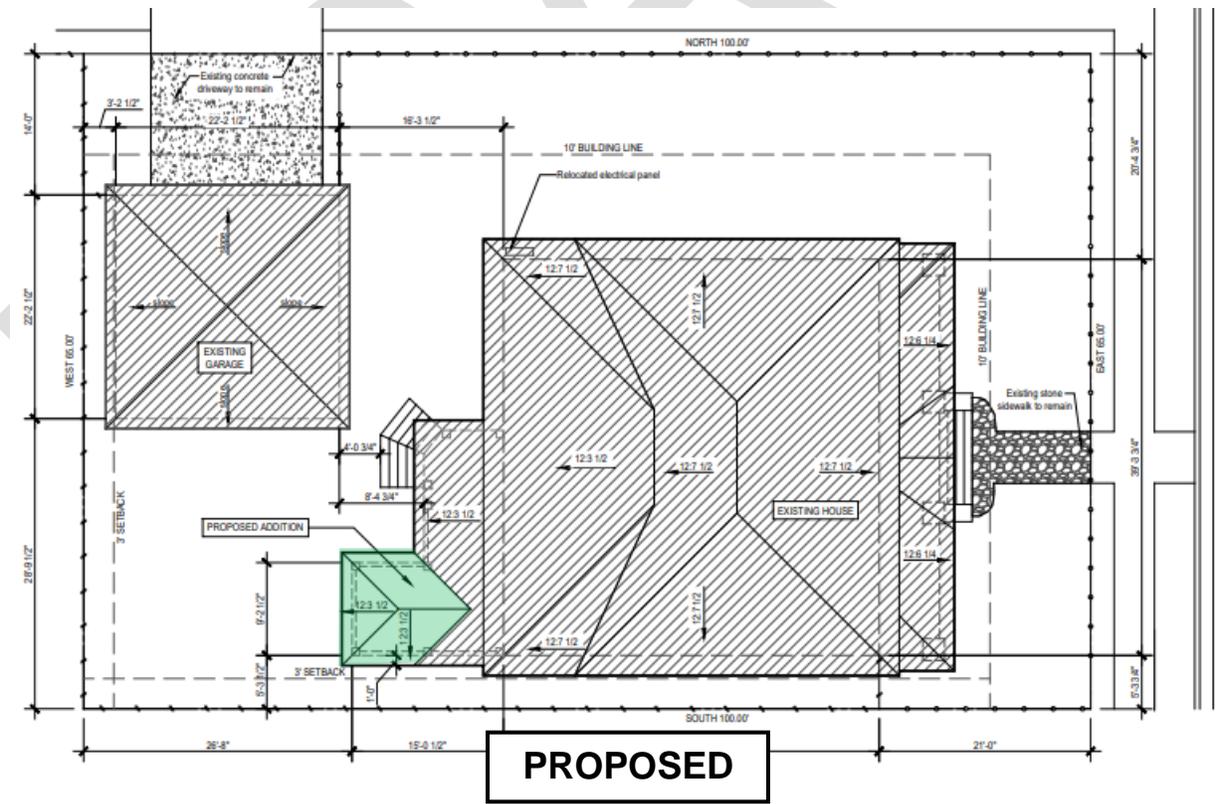
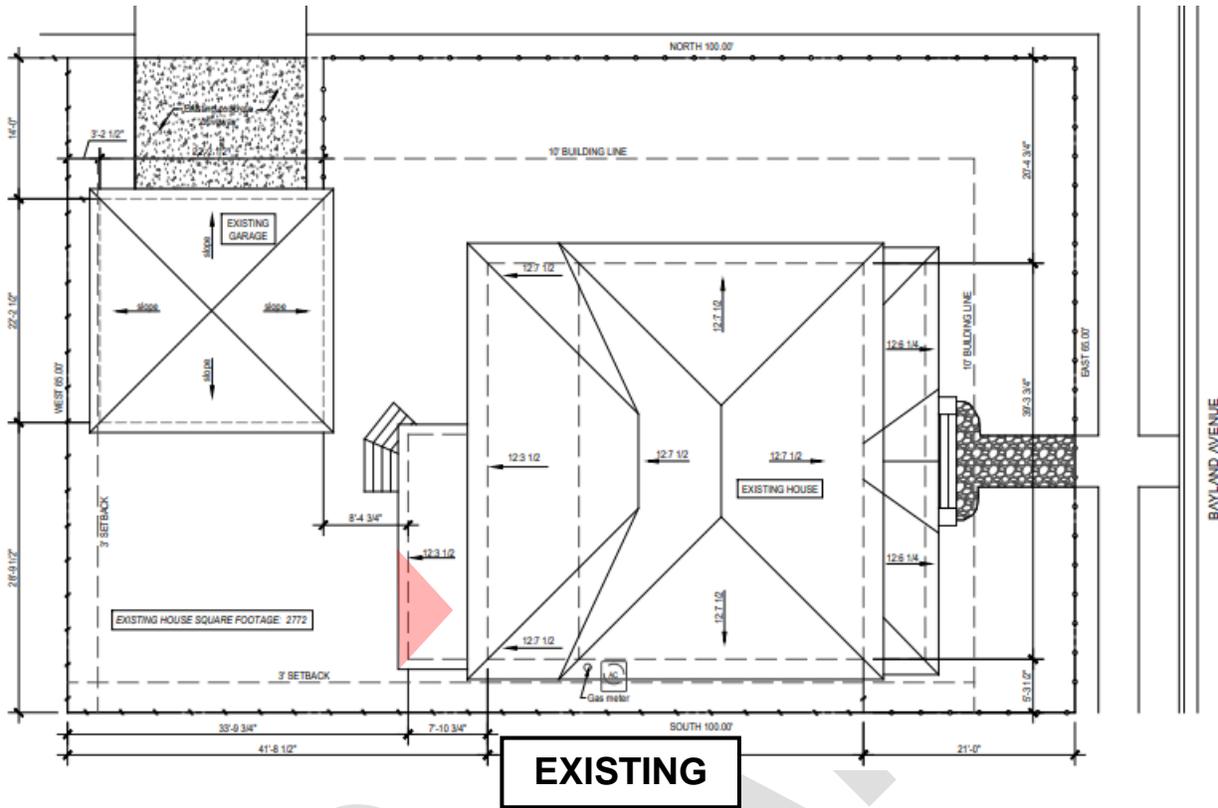
East Elevation



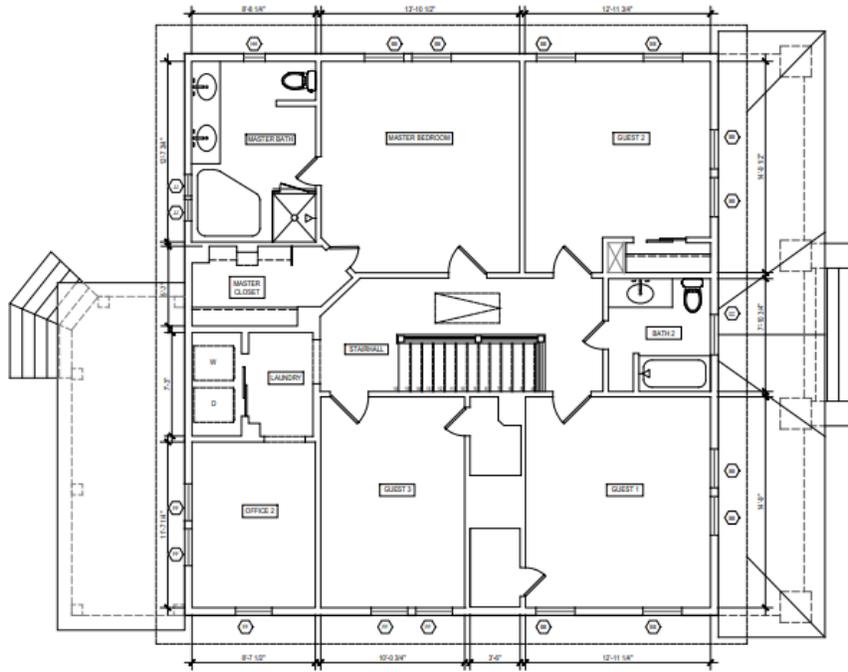
West Elevation



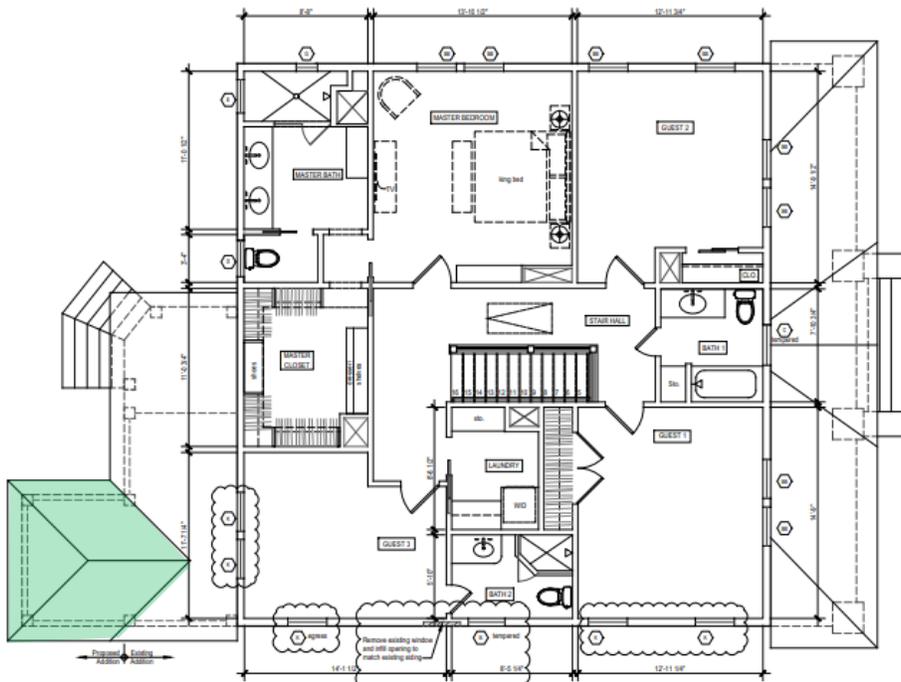
# SITE PLANS



# FIRST FLOOR PLAN

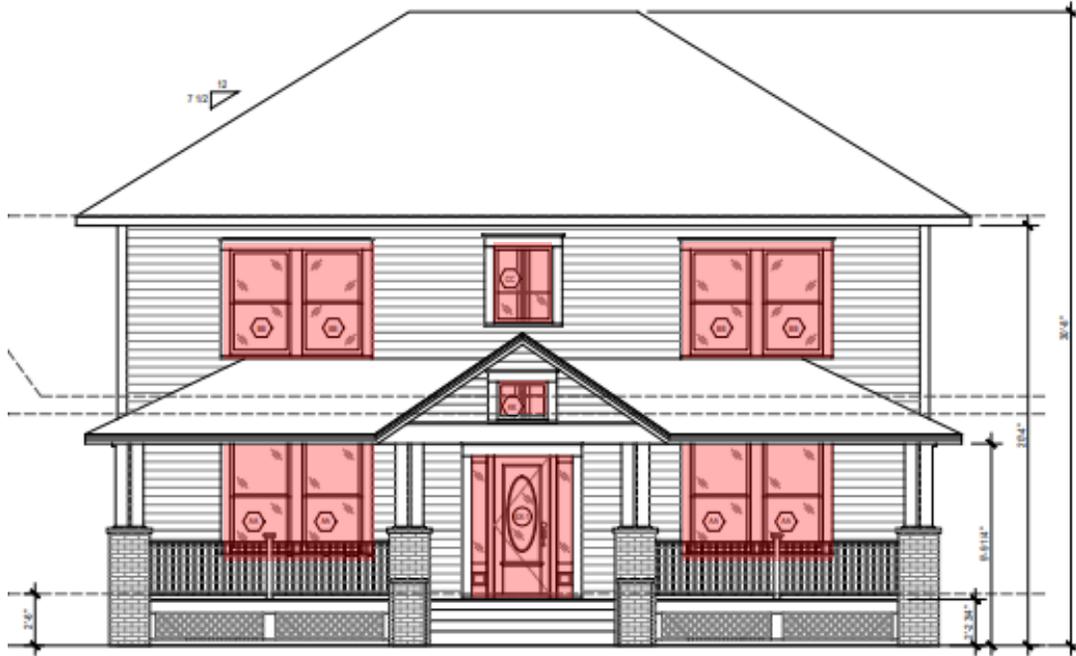


**EXISTING**



**PROPOSED**

# NORTH ELEVATIONS



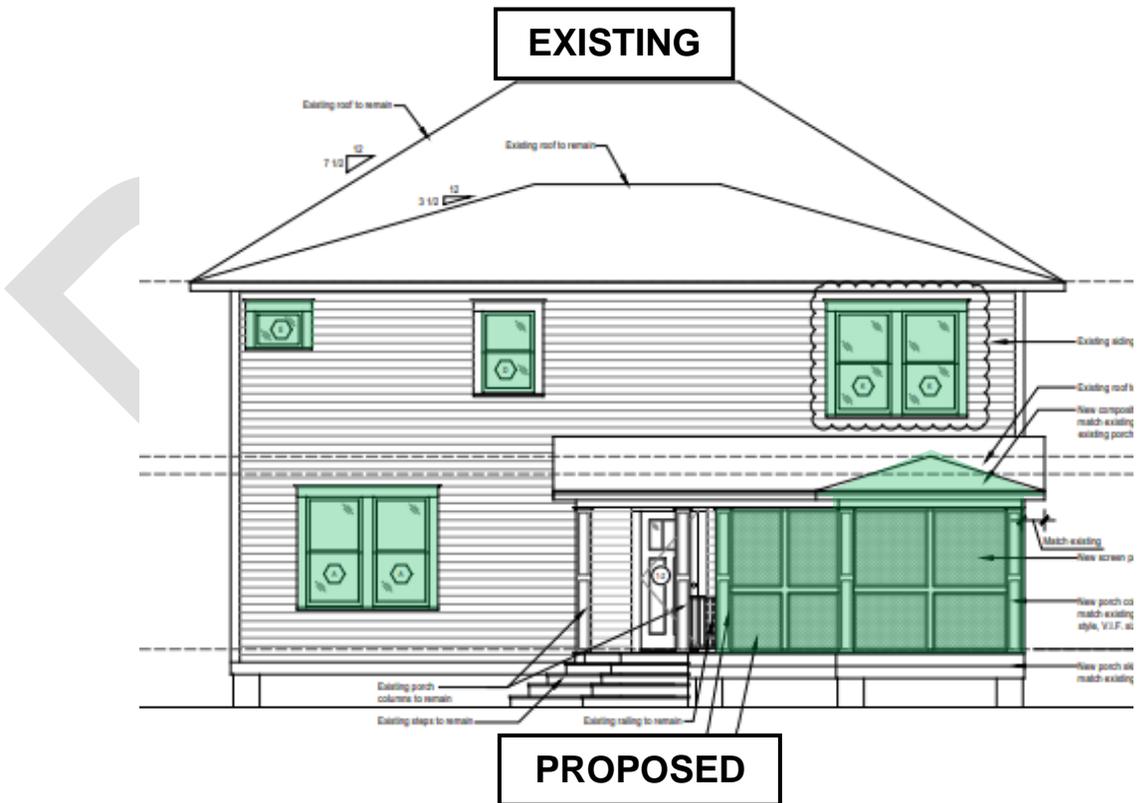
10 EXISTING NORTH ELEVATION

**EXISTING**



**PROPOSED**

# SOUTH ELEVATIONS



# WEST ELEVATIONS



100 EXISTING WEST ELEVATION

**EXISTING**

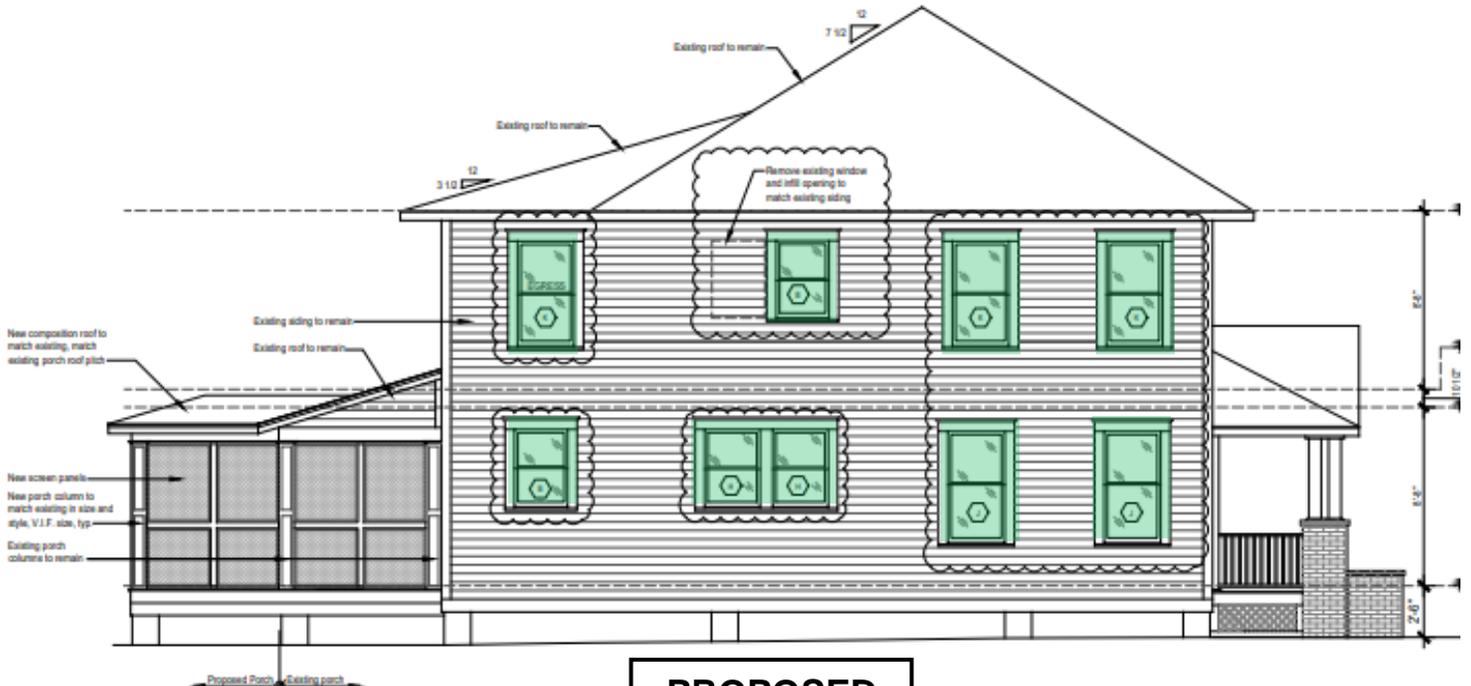


**PROPOSED**

# EAST ELEVATIONS



**EXISTING**



**PROPOSED**

## **WINDOW INSPECTION FINDINGS** (Site Visit 4/4/2025)

1. Many of the windows have been previously approved for replacement in previous COA applications.
2. Staff performed in-depth Window Inspection on April 4, 2025.
  - Staff inspected all the windows in detail, both inside and out.
  - Staff found at least 50% of wood in windows to have deteriorated and need replacement.
  - Staff determined that none of the window glass is original.
  - After inspection, staff determined that wood has been replaced in some of the windows.
3. Staff concludes existing windows are beyond reasonable repair and that all windows may be replaced with windows of similar profile.

DRAFT

**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



DR

**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



**WINDOW INSPECTION FINDINGS** (Site Visit 4/4/2025)



**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



DR

**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



DR

**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



DR

**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



DR

**WINDOW INSPECTION FINDINGS** (Site Visit 4/4/2025)



**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



**WINDOW INSPECTION FINDINGS (Site Visit 4/4/2025)**



DR

# WINDOW & DOOR SCHEDULE

EXISTING WINDOW SCHEDULE							
SYMBOL	LOCATION	TYPE	QUANTITY	FINISH WIDTH	FINISH HEIGHT	TOP OF SILL	NOTES
AA	LIVING, DINING, OFFICE 1	DBL HUNG	5	35"	65 1/2"	24 1/4"	TO BE REMOVED IN OFFICE 1 ONLY, REMAINING ARE EXISTING TO REMAIN
BB	GUEST 1, GUEST 2, MASTER BEDROOM	DBL HUNG	10	33"	61"	25 1/4"	EXISTING TO REMAIN
CC	BATH 2	FIXED	1	34"	44"	43"	TO BE REMOVED, NEW WINDOW IN EXISTING OPENING
CD	LIVING, DINING, FAMILY, EATING AREA	DBL HUNG	7	33"	65"	25"	EXISTING TO REMAIN
CE	KITCHEN	DBL HUNG	2	32 1/2"	45"	46"	EXISTING TO REMAIN
CF	OFFICE 1, EATING AREA, OFFICE 2, GUEST 3	DBL HUNG	9	30 1/2"	45"	25 1/4" 27 1/2" 41 1/2"	TO BE REMOVED
CG	MASTER BATH	CASEMENT	1	1'-6"	25 1/4"	45 1/4"	TO BE REMOVED
CH	MASTER BATH	FIXED	2	21 5/8"	63 5/8"	24 1/4"	TO BE REMOVED
CI	FRONT PORCH DORMER	FIXED	1	28 5/8"	24 1/4"	101 1/4"	TO BE REMOVED, NEW WINDOW IN EXISTING OPENING

PROPOSED WINDOW SCHEDULE							
SYMBOL	LOCATION	TYPE	QUANTITY	FINISH WIDTH	FINISH HEIGHT	TOP OF SILL	NOTES
A	FAMILY	DBL HUNG	4	33"	65"	25"	MATCH SIZE OF EXISTING WINDOW TO VIF
B	EATING AREA, BATH 2	DBL HUNG	2	30 1/2"	45"	27 1/2"	MATCH SIZE OF EXISTING FF WINDOWS IN EATING AREA, AND REPLACE IN EXISTING OPENING IN BATH 2
C	BATH 1	FIXED	1	34"	44"	43"	MATCH EXISTING OPENING, VIF, TEMPERED
D	MASTER BATH	DBL HUNG	1	30 1/2"	48"	37 3/4"	
E	MASTER BATH	FIXED	1	28 1/2"	21 3/4"	64 1/2"	
F	FRONT PORCH DORMER	FIXED	1	VIF	VIF	VIF	MATCH EXISTING OPENING, VIF
G	EATING AREA	DBL HUNG	4	30 1/2"	45"	27 1/2"	2 SHIFTED FROM EXISTING EATING AREA, 2 TAKEN FROM EXISTING OFFICE 1
H	MASTER BATH	CASEMENT	1	18"	35 1/2"	50 1/2"	WITH GLUE CHIP GLAZING TEXTURED GLASS
I	KITCHEN	DBL HUNG	2	32 1/2"	45"	46"	MATCH SIZE OF EXISTING OPENING, VERIFY SIZE IN FIELD
J	DINING	DBL HUNG	2	33"	65"	25"	MATCH SIZE OF EXISTING OPENING, VERIFY SIZE IN FIELD
K	GUEST 1, GUEST 3	DBL HUNG	5	33"	61"	25 1/4"	MATCH SIZE OF EXISTING OPENING, VERIFY SIZE IN FIELD, MUST MEET EGRESS IN GUEST 3, RAISE NEW WINDOWS IN GUEST 3 TO MATCH HEAD HEIGHT IN REST OF HOUSE

EXISTING DOOR SCHEDULE					
SYMBOL	LOCATION	TYPE	WIDTH	HEIGHT	NOTES
D-1	FOYER	SWING	32"	80"	TO BE REPLACED
D-2	BACK DOOR	SWING	34"	80"	TO BE REPLACED

PROPOSED DOOR SCHEDULE					
SYMBOL	LOCATION	TYPE	WIDTH	HEIGHT	NOTES
D-1	FOYER	SWING	32"	80"	NEW STAINED WOOD DOOR AND SIDELITES, SIMPSON 6803 CRAFTSMAN TWO PANEL-THREE LITE WITH 6175 CRAFTSMAN SIDELIGHT
D-2	BACK DOOR	SWING	34"	80"	NEW STAINED WOOD DOOR, SIMPSON 6803 CRAFTSMAN TWO PANEL-THREE LITE

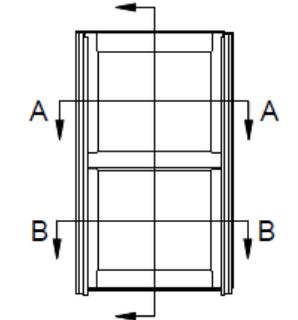
- Window & Door Notes:**
1. All windows are Jeld Wen Siteline wood windows unless noted otherwise.
  2. All window sizes are finish sizes. Verify all rough openings prior to framing.
  3. All windows shall have Low-E 366 glass unless noted otherwise.
  4. Provide insect screens at all operable windows.
  5. Lite pattern to match existing.
  6. Verify all dimensions with owner/designer prior to placing window order.
  7. Verify all head heights, sill heights, and rough openings prior to framing.
  8. All windows to comply with International Residential Code, 2021 Edition & IECC 2021.
  9. All windows within 1'-6" from finished floor shall be tempered.
  10. All windows and interior doors shall match existing in style and manufacturer, unless noted otherwise.

*Based on availability Applicant plans to purchase either:*

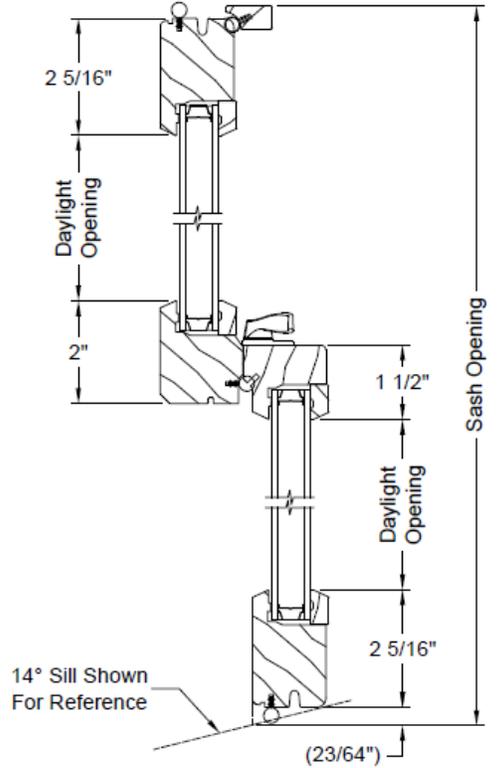
- **Sierra Pacific** all wood double-hung 1-over-1 windows
- **Jeld Wen - Siteline** clad wood double-hung 1-over-1 windows

# PROPOSED WINDOW EXAMPLE

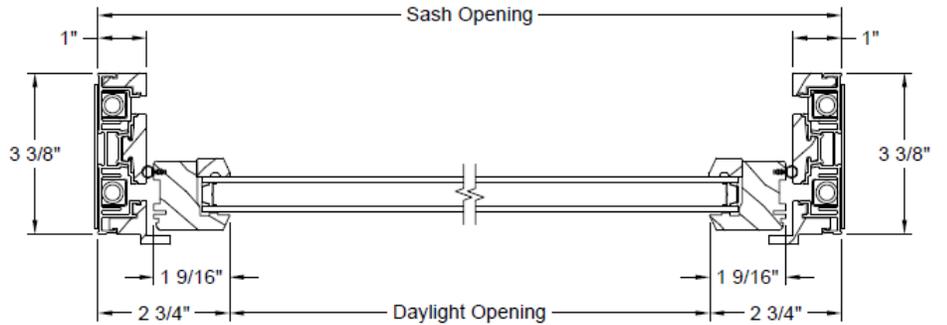
*Jeld Wen - Sitaline Clad-Wood Window: Double-Hung*



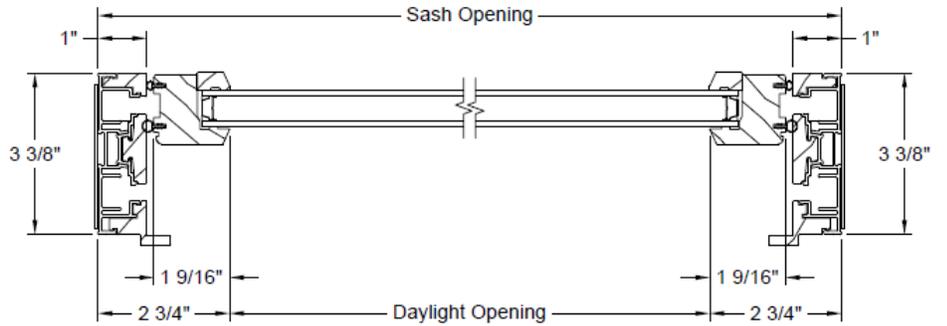
Not To Scale - Reference Only



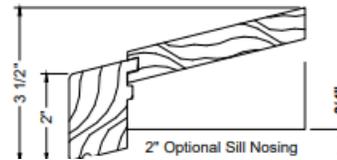
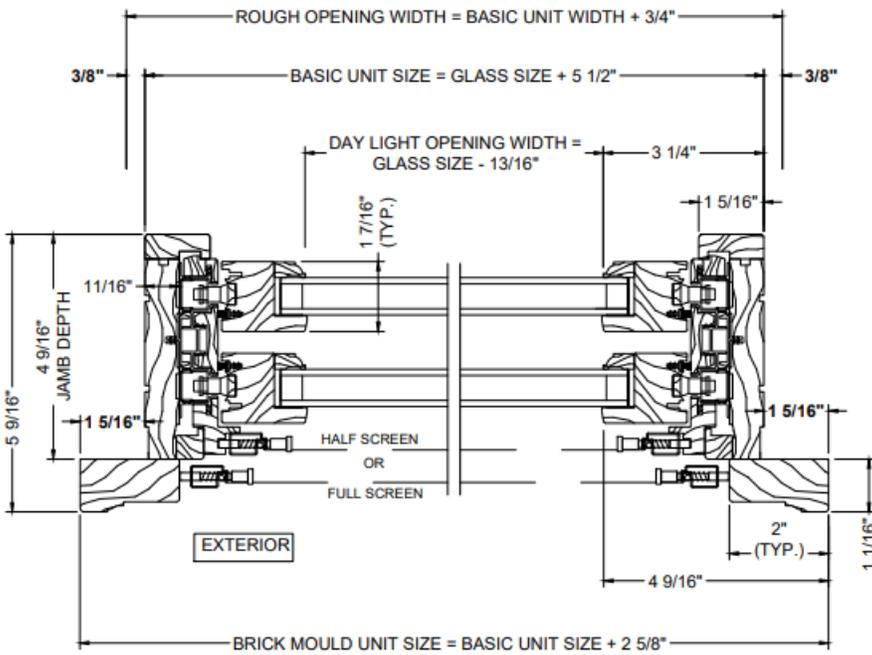
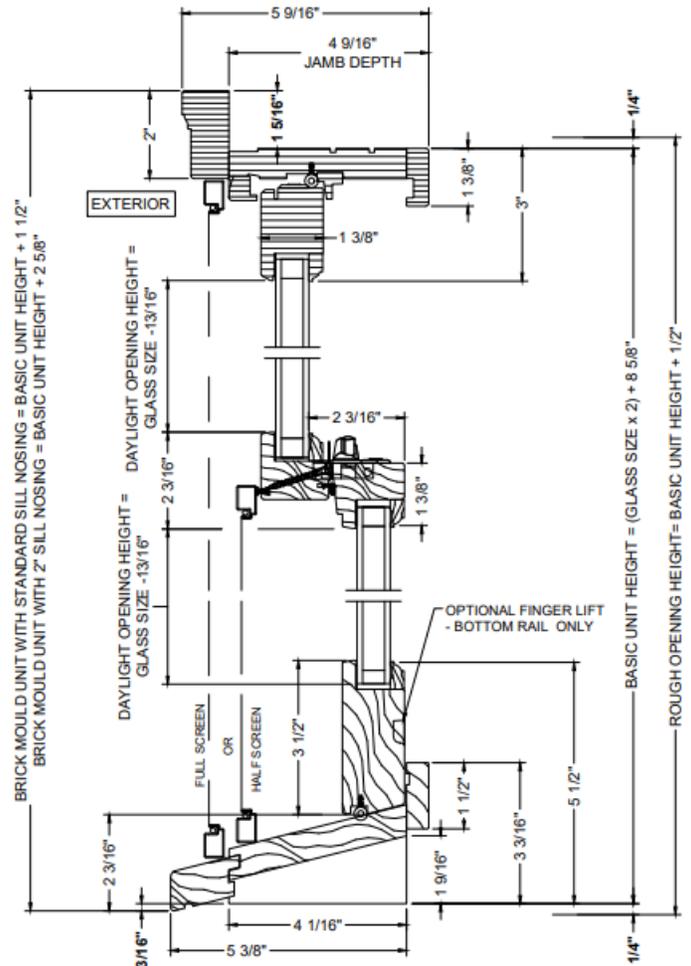
Section A-A



Section B-B

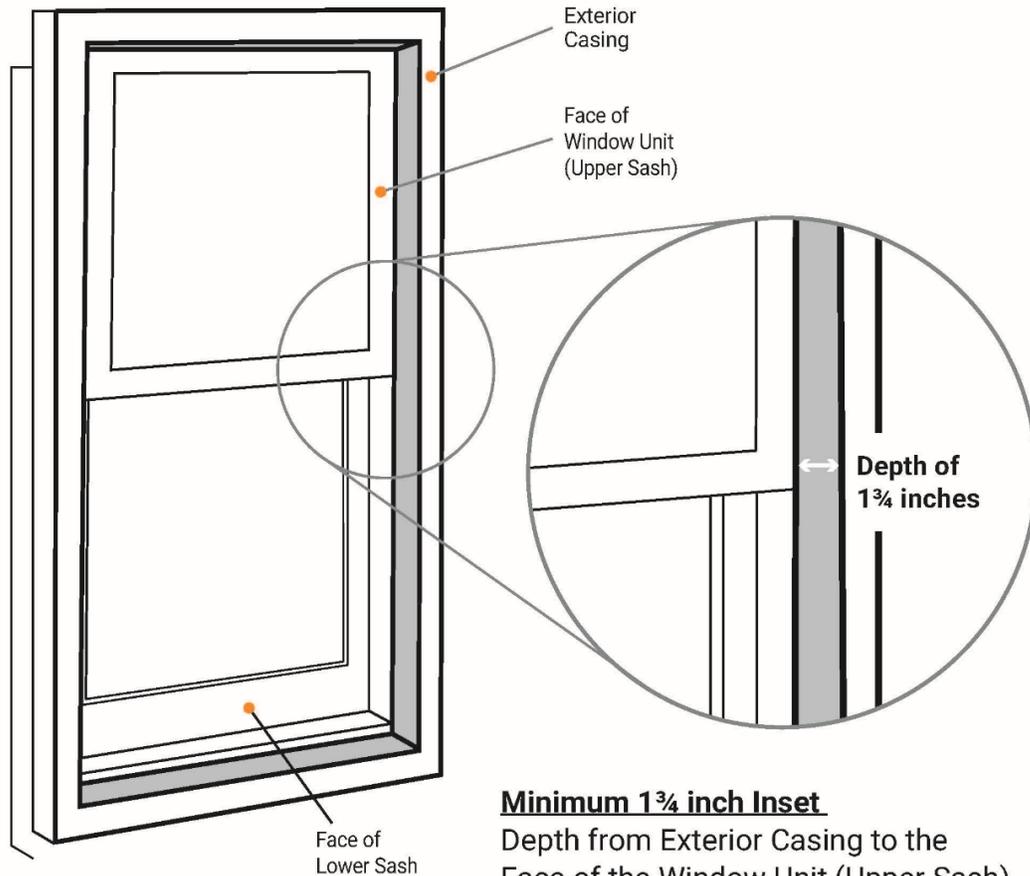


# Sierra Pacific – Wood Double-Hung Windows





# Historic Window Standard: New Construction & Replacement



## **Minimum 1 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 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)