



## CERTIFICATE OF APPROPRIATENESS

Reviewed by the Houston Archaeological and Historical Commission

**Application Date:** 6/24/2025

**HPO File#:** HP2025\_0190

**ITEM#:** 6

**Applicant:** Staci Biggar, owner

**Property:** 701 Key Street, 16, Norhill

**Significance:** Contributing (includes potentially contributing), Norhill

**Proposal:** Alteration:

Proposal:

- Remove wood windows, 1-over-1 double-hung, replace with the same. The windows do not open as the weights and pulleys appear to have been damaged over time. The wood frame has rotted in many places. My front door and back door have windowpanes and are not safe for security purposes and I wish to replace them.
- Remove non-original wood doors and replace with period appropriate wood doors.
- Existing siding (may be asbestos) is crumbling, proposed removal of all non-original siding to reveal original wood siding to be repaired as needed with same wood siding, possibly 117
- South side of house, non-original multi-lite wood door to be preplaced with period appropriate Craftsman style wood door.
- East side of house, non-original wood door to be preplaced with period appropriate Craftsman style wood door.

### Public Comments

Name	Comments
------	----------

### Civic Association

Name	Comments
------	----------

**Recommendation:** Approval

**HAHC Action:**



Basis for Issuance: HAHC review

Planning Official

Date Effective:

**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 torqueing, 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.

## 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:

Approval Criteria Status	Approval Criteria Description
<b>Satisfies</b>	(1) The proposed activity must retain and preserve the historical character of the property; Staff Comments: Proposed Windows retain historic character of home, same material (wood) and are inset.
<b>Satisfies</b>	(2) The proposed activity must contribute to the continued availability of the property for a contemporary use; Staff Comments: Proposed Windows will provide increased energy efficiency, increased moisture/weather protection while retaining the historic character of home.
<b>Satisfies</b>	(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; Staff Comments: Proposed Windows retain historic character of home, same material (wood) and are inset.
<b>Satisfies</b>	(4) The proposed activity must preserve the distinguishing qualities or character of the building, structure, object or site and its environment; Staff Comments: The existing windows are not particularly unique, so replacing with same material and details will be maintaining overall character of the building.
<b>Satisfies</b>	(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; Staff Comments: Proposed Windows retain historic character of home, similar trim and details, same material (wood) and are inset.

<b>Satisfies</b>	(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; Staff Comments: Proposed Windows are wood just like existing, no change in material.
	(7) The proposed replacement of missing 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;
	(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;
	(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
	(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.

















































































# CERTIFICATE OF APPROPRIATENESS

## WINDOW WORKSHEET



**PLANNING &  
DEVELOPMENT  
DEPARTMENT**

EXISTING WINDOW SCHEDULE							
Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Original/Replacement	Existing to Remain
Ex. A1	Wood	1/1	DH	32 x 66	Recessed	Original	No
1	Wood	1/1	DH	34 X 60	Recessed	original	NO
2	wood	1/1	DH	34 X 60	Recessed	original	NO
3	wood	1/1	DH	34 X 60	Recessed	original	NO
4	wood	1/1	DH	34 X 60	Recessed	original	NO
5	wood	1/1	DH	34 X 60	Recessed	original	NO
6	wood	1/1	DH	34 X 60	Recessed	original	NO
7	wood	1/1	DH	34 X 60	Recessed	original	NO
8	wood	1/1	DH	34 X 60	Recessed	original	NO
9	wood	1/1	DH	34 X 60	Recessed	original	NO

DAMAGE TO EXISTING WINDOWS	
Window	Describe Damage
Ex. A1	Glass is broke, window is inoperable, rail is rotten, and frame is broken
1	window not operable
2	window not operable
3	window not operable
4	window not operable
5	window not operable
6	window not operable
7	window not operable, part of wood frame dividing glass rotted
8	window not operable
9	window not operable, lower right side wood frame broken

PROPOSED WINDOW SCHEDULE							
Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Brand/Vendor	Other
Ex. A1	Wood	1/1	DH	32 x 66	Recessed	Plygem	
1	wood	1/1	DH	34 X 60	Recessed	Grosen Builders	
2	wood	1/1	DH	34 X 60	Recessed	Grosen	"
3	wood	1/1	DH	34 X 60	Recessed	Grosen	"
4	wood	1/1	DH	34 X 60	Recessed	Grosen	"
5	wood	1/1	DH	34 X 60	Recessed	Grosen	"
6	wood	1/1	DH	34 X 60	Recessed	Grosen	"
7	wood	1/1	DH	34 X 60	Recessed	Grosen	"
8	wood	1/1	DH	34 X 60	Recessed	Grosen	"
9	wood	1/1	DH	34 X 60	Recessed	Grosen	"

- Must include photos of all windows with labels indicated on this sheet
  - Must include manufacture's specifications and details for all proposed windows
- \*\*\* Use additional sheets as necessary



# CERTIFICATE OF APPROPRIATENESS

## WINDOW WORKSHEET



**PLANNING &  
DEVELOPMENT  
DEPARTMENT**

### EXISTING WINDOW SCHEDULE

Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Original/Replacement	Existing to Remain
Ex. A1	Wood	1/1	DH	32 x 66	Recessed	Original	No
10	wood	1/1	DH	34 x 60	Recessed	original	NO
11	wood	1/1	DH	34 x 60	Recessed	original	NO
12	wood	1/1	DH	34 x 60	Recessed	original	NO
13	wood	1/1	DH	34 x 60	Recessed	original	NO
14	wood	1/1	DH	34 x 60	Recessed	original	NO
15	wood	1/1	DH	34 x 60	Recessed	original	NO
16	wood	1/1	DH	34 x 60	Recessed	original	NO
17	wood	1/1	DH	34 x 60	Recessed	original	NO
18	wood	1/1	DH	34 x 66	Recessed	original	NO

### DAMAGE TO EXISTING WINDOWS

Window	Describe Damage
Ex. A1	Glass is broke, window is inoperable, rail is rotten, and frame is broken
10	window inoperable wood frame in center separating glass - rotted
11	Glass missing, window inoperable frame rotted in center & top
12	window inoperable frame broken on bottom & side
13	window inoperable
14	window inoperable
15	window inoperable, rotting on frame (wood) center
16	window inoperable, center wood frame part rotted
17	window inoperable
18	window inoperable

### PROPOSED WINDOW SCHEDULE

Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Brand/Vendor	Other
Ex. A1	Wood	1/1	DH	32 x 66	Recessed	Plygem	
10	wood	1/1	DH	34 x 60	Recessed	Grosar	
11	wood	1/1	DH	34 x 60	Recessed	Grosar	
12	wood	1/1	DH	34 x 60	Recessed	Grosar	
13	wood	1/1	DH	34 x 60	Recessed	Grosar	
14	wood	1/1	DH	34 x 60	Recessed	Grosar	
15	wood	1/1	DH	34 x 60	Recessed	Grosar	
16	wood	1/1	DH	34 x 60	Recessed	Grosar	
17	wood	1/1	DH	34 x 60	Recessed	Grosar	
18	wood	1/1	DH	34 x 60	Recessed	Grosar	

- Must include photos of all windows with labels indicated on this sheet
  - Must include manufacture's specifications and details for all proposed windows
- \*\*\* Use additional sheets as necessary



# CERTIFICATE OF APPROPRIATENESS

## WINDOW WORKSHEET



**PLANNING &  
DEVELOPMENT  
DEPARTMENT**

EXISTING WINDOW SCHEDULE							
Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Original/Replacement	Existing to Remain
Ex. A1	Wood	1/1	DH	32 x 66	Recessed	Original	No
19	wood	1/1	DH	34 x 60	Recessed	original	no
20	wood	1/1	DH	34 x 60	Recessed	original	no

DAMAGE TO EXISTING WINDOWS	
Window	Describe Damage
Ex. A1	Glass is broke, window is inoperable, rail is rotten, and frame is broken
19	window inoperable
20	window inoperable

PROPOSED WINDOW SCHEDULE							
Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Brand/Vendor	Other
Ex. A1	Wood	1/1	DH	32 x 66	Recessed	Plygem	
19	wood	1/1	DH	34 x 60	Recessed	Groper	
20	wood	1/1	DH	34 x 60	Recessed	Groper	

- Must include photos of all windows with labels indicated on this sheet
  - Must include manufacture's specifications and details for all proposed windows
- \*\*\* Use additional sheets as necessary





Laura Pineda  
300 Garden Oaks  
Houston, Tx 77018

**QUOTE BY :**  
**SOLD TO :** GENERATION BUILDERS  
SALVADOR  
HOUSTON TX

**Phone :** (713) 480-6786

**PO# :**

**Ship Via :** Ground

**QUOTE # :** JW2505002YM - Version 0

**SHIP TO :**

**PROJECT NAME:** 701 Key

**REFERENCE :** 701 Key 5.05.25

**U-Factor Weighted Average:** 0.29

**SHGC Weighted Average:** 0.2

LINE	LOCATION SIZE INFO	BOOK CODE DESCRIPTION	NET UNIT PRICE	QTY	EXTENDED PRICE
------	-----------------------	--------------------------	-------------------	-----	-------------------

Line 1		SWD3360			
	Rough Opening : 34 1/8 X 60 3/4	Frame Size : 33 3/8 X 60 Siteline Wood Double Hung, Auralast Pine, Primed Exterior, Natural Interior, No Exterior Trim, No Sill Nosing, 5 1/4 Jamb, 4/4 Thick, Standard Double Hung, White Jambliner, Concealed Jambliner White Hardware, ,Recessed Sash Lock, US National-WDMA/ASTM, PG 35, Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon Filled, Traditional Glz Bd, No Screen, IGThick=0.726(1/8 / 1/8), **Screens on Wood Double Hung/Slide-By Units Without Trim Have No Method for Attachment. Clear Opening:29.6w, 26.4h, 5.4 sf,*Meets 5.0 sqft Egress (1st Floor)*, . U-Factor: 0.29, SHGC: 0.20, VLT: 0.47, Energy Rating: 14.00, CPD: JEL-N- 885-04766-00002 PEV 2025.1.0.5102/PDV 7.803 (02/27/25)CW			
			\$700.57	20	\$14,011.40

Line 2		Part #: J55638 2" Sill Nosing(180") PEV 2025.1.0.5102/PDV 7.803 (02/27/25)CW			
			\$192.85	5	\$964.25

**Total:** \$14,975.65  
**Tariff Surcharge:** \$157.97  
**Tax (8.2500%):** \$1,235.49  
**Net Total:** \$16,382.14  
**Total Units:** 25



Protect yourself when you choose JELD-WEN AuraLast pine products backed by a limited lifetime warranty against wood rot and termite damage.

It is the responsibility of the Builder/Purchaser to ensure that all windows and doors in the quote above are in accordance with, but not limited to, the following:

1. All current Zoning requirements.
2. All current Fire Regulations.
3. All current Building Standard Regulations, including, but not limited to, the Local Building code.

Presented by: \_\_\_\_\_

Date: \_\_\_\_\_

Purchaser: \_\_\_\_\_

Date: \_\_\_\_\_







## Photographs



Items: 2



Item	Description	Qty	How To Get It	Price
	Krosswood Doors 32 in. x 80 in. Craftsman Knotty Alder Universal/Reversible 6-Lite Clear Glass Unfinished Solid Wood Front Door Slab  SKU # 1009979574 Model # KA.550.28.68.134 Internet # 326463914	1	<input checked="" type="checkbox"/> Not sold in stores	
	Steves & Sons Regency 32 in. x 80 in. Universal Handing 6-Lite Top Lite Clear Glass Chestnut Stain Mahogany Fiberglass Front Door Slab  SKU # 1011701050 Model # SIP0000020675 Internet # 330415945	2	<input checked="" type="checkbox"/> Not sold in stores	

Items: 2

