



CERTIFICATE OF APPROPRIATENESS

Reviewed by the Houston Archaeological and Historical Commission

Application Date: 1/5/2026

HPO File#:
HP2026_0011

ITEM#: B11

Applicant: Mike Shelton, agent

Property: 303 Hawthorne Street, Lot 7, Track 6, Block 2, one and half-story wood lap sided, 2,691 sq. ft. single-family residence situated on a 9,375 square foot (75' x 125') interior lot, Westmoreland Subdivision.

Significance: Contributing (includes potentially contributing), Airplane style Bungalow residence, constructed circa 1905, located in the Westmoreland Historic District.

Proposal: New Construction:

Detached two story garage with living quarters above.

- Proposed 1,728 sq. ft.
- Proposed max ridge height 26.62 ft.
- Proposed max eave height 19.67 ft.
- Proposed setbacks
 - North 98 ft.
 - South 3 ft.
 - West 36 ft.
- First floor finished grade of slab 8"
- Siding and trim, Smooth cementitious board
- Roof composition shingles

North Elevation:

- (6) Windows aluminum clad wood windows, inset and recessed, double-hung, 1-over-1
- (1) set Metal double doors, single large lite, shed roof canopy overhang

South Elevation: Side covered porch with railing, wood stairs from ground level to 2nd story

- (1) Aluminum clad wood windows, inset and recessed, double-hung, 1-over-1
- (3) Aluminum clad wood short, wide casement windows, inset and recessed

East Elevation

- (1) Aluminum clad wood windows, inset and recessed, double-hung, 1-over-1
- (2) Aluminum clad wood casement windows, short and wide, inset and recessed

West Elevation

- 3 Aluminum clad wood windows, inset and recessed, double-hung, 1-over-1
- 1 set Metal double doors, single large lite
- Single Metal door, single large lite
- Deck of treated wood, with 42 in. railing height

ALL NEW WINDOWS MUST BE INSET 1 1/4 Inches – See Attached Window Diagram

1-over-1 Windows Must Be Equally Horizontally Divided

ALL CEMENTITIOUS BOARD MUST BE SMOOTH

Public Comments

- No Comments

Civic Association

- No Comments



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Recommendation: Approval

HAHC Action:

Basis for Issuance: HAHC Review

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 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.



APPROVAL CRITERIA

NEW CONSTRUCTION IN A HISTORIC DISTRICT

Sec. 33-242

(a): HAHC shall issue a certificate of appropriateness for new construction in a historic district upon finding that the application satisfies the following criteria:

S	D	NA	S - satisfies	D - does not satisfy	NA - not applicable
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(1)	The distance from the property line of the front and side walls, porches, and exterior features of any proposed new construction must be compatible with the distance from the property line of similar elements of existing contributing structures in the context area;	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(2)	The exterior features of the new construction must be compatible with the exterior features of existing contributing structures in the context area;	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(3)	The scale and proportions of the new construction, including the relationship of the width and roofline, overall height, eave height, foundation height, porch height, roof shape, and roof pitch, and other dimensions to each other, must be compatible with the typical scale and proportions of existing contributing structures in the context area unless special circumstances, such as an atypical use, location, or lot size, warrant an atypical scale and proportions;	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(4)	The height of the new construction must not be taller than the typical height of existing contributing structures in the context area unless special circumstances, such as an atypical use, location, or lot size, warrant an atypical height, except that;	
			a.	Design guidelines for an individual historic district may provide that a new construction with two stories maybe be constructed in a context area with only one-story contributing structures as long as the first story of the new construction has proportions compatible with the contributing structures in the context area, and the second story has similar proportions to the first story; and	
			b.	A new construction shall not be constructed with more than one story in a historic district that is comprised entirely of one-story contributing structures, except as provided for in design guidelines for an individual historic district.	
(b)				Nothing in the foregoing shall be construed to require or impose a single architectural style in any historic district.	



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HISTORIC DISTRICT MAP





PLANNING &
DEVELOPMENT
DEPARTMENT

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INVENTORY PHOTO (circa 2014)





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CURRENT PHOTOS

NORTHWEST ELEVATION – OBLIQUE VIEW



NORTH ELEVATION

View down driveway to existing Accessory Building

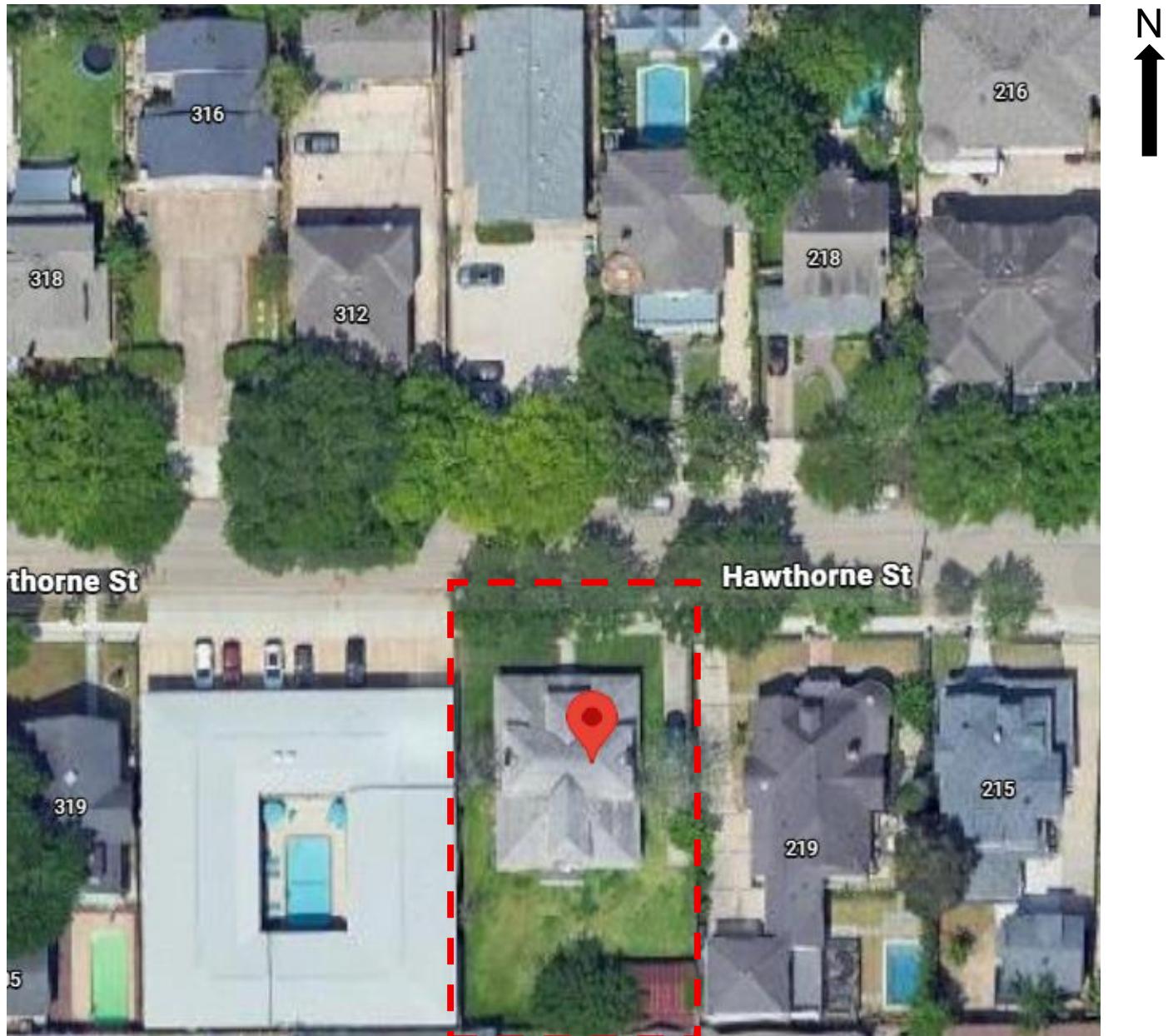




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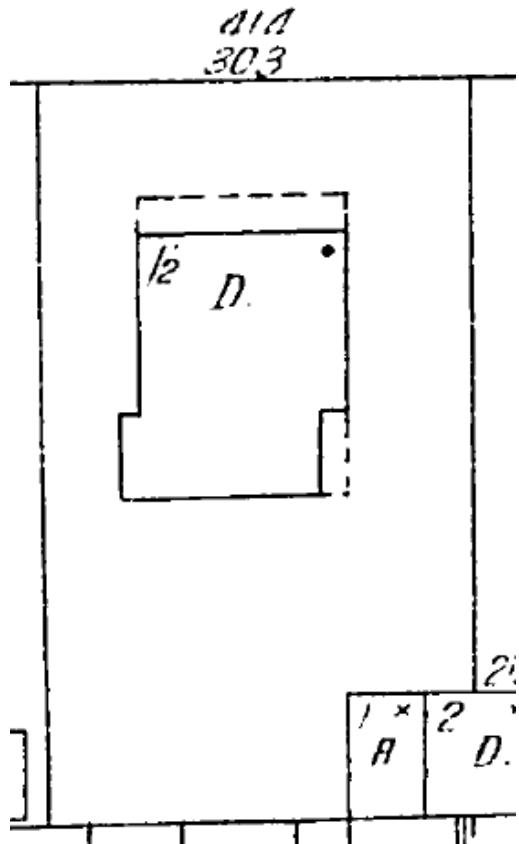
SITE AREA PHOTO (Google Maps 2026)



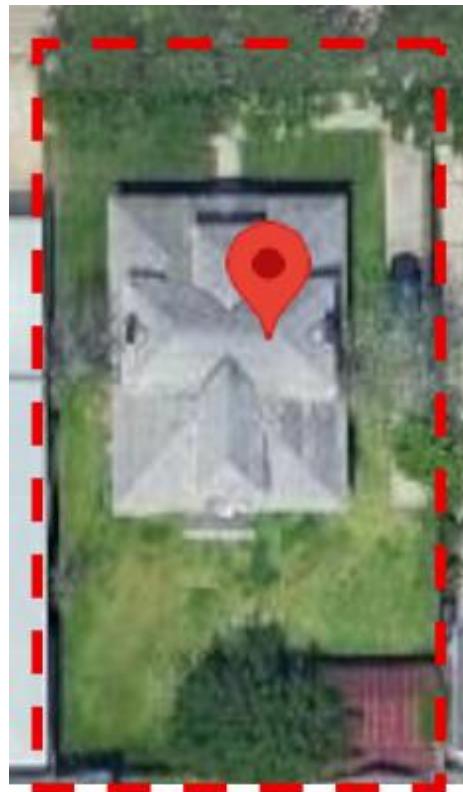


HISTORIC MATERIALS

SANBORN MAP
1924-1950



SITE AREA PHOTO
(Google Maps 2026)





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HISTORIC MATERIALS

BUREAU OF LAND ASSESSMENT

Map No.	Addition	7 Westmoreland
Block	2	Lot 7-20.4-6
OWNER	Foster, Mable L. R/R	
ADDRESS	303 Hawthorne	
TYPE OF PROPERTY	OCCUPIED VACANT	
BASEMENT, Whole Part	FLOORING, Pine, Hardwood, Cement, Tile, Marble, Dirt	
FOUNDATION, Concrete, Stone, Brick, Piers, Posts.	INTERIOR TRIM, Plaster, Hardwood, Marble, Metal, Built-in Features	
WALLS, Brick, Stone Hollow Tile, Stucco, Metal, Concrete Blocks, Box Weatherboard	HEATING, Furnace, Stoves, Fireplace, Chimneys, Gas	
ROOF CONS, Concrete, Steel, Wood Truss	LIGHTING, Electricity	
ROOF, Hip, Gable, Mansard, Flat	PLUMBING, Sewer, Water, Baths	
ROOFING, Composition, Metal, Slate, Wood, Shingles, Tile, Asbestos	ELEVATORS	
EXTERIOR TRIM, Stone, Terra Cotta, Metal, Wood, Marble, Granite	CONDITION, Good, Fair, Bad, Obsolete	
PERMIT DATE NO. AMT.		

IMPROVEMENTS			
No. Sq. Ft.	Price Per Sq. Ft.	\$	
1612	300	4830	
55		2650	
Other Bldgs.			
Total All Bldgs.		2650	
		1060	
LAND VALUE			
Front x Depth	Unit Value	Factor	Front Ft. Value - - \$
75 x 110	35	110	2890
			1160
TOTAL			
1340-1580 -			



Certificate Of Appropriateness: New Construction Worksheet

(For Buildings outside Houston Heights East, West, or South Districts)



PLANNING &
DEVELOPMENT
DEPARTMENT

* This form is required. Failure to include accurate and complete requested information below may result in an incomplete application and delay the review/recommendation of the proposed project to Director and HAHC.

Address*:

Lot Size (TOTAL SQ FT)*:

General New Construction Info:

Primary or Accessory Building*	
Proposed Total Square footage*	
Proposed stories*	
Proposed max ridge height*	
Proposed max eave height*	

Lot Dimensions (W X L)* :

Setbacks From Property Line:

	Proposed	Shares property line with neighbor -Y/N?
North*		
South*		
East*		
West*		

Context Area:

Neighbor #1 stories*		Neighbor #2 stories*	
Neighbor #1 ridge height		Neighbor #2 ridge height	

Square Footage/Lot Coverage:

Proposed

Ground Floor Square Footage of Primary Building (HCAD)*
*please include sunrooms or **enclosed** porches w/ walls or windows

Attached Garage or Storage Space Square Footage

Detached Garage, Garage Apartment or Accessory Building Square Footage

* Subtract detached garages more than 528 square feet **by** 528 square feet. If smaller than 528 sq ft, please subtract only the amount less than 528 sq ft.

Total Lot Coverage (base sq ft)* =

Total Lot Coverage (% based on lot size)* =

Do you have flooding issues?

Max Width/Depth:

widest building wall corner to corner	Proposed
Max Width*	
Max Depth*	

Foundation:

YES or NO

	Proposed
Grade to Finished Floor Height (1st fl)*	
Type*	
Material *	

Roof:

	Proposed
Pitch*	
Style*	
Material*	

Cladding:

	Proposed
Primary Siding Material*	
Primary Siding Width Reveal	
Skirting Material	
Soffit Material	
Fascia Material	

Porch Details:

	Proposed
Eave Height	
Width	
Depth	
Decking Material	
Pier/Base Material	
Column Material	
Step Material	
Railing Height	
Railing Material	

Are all windows on the addition inset & recessed? YES NO

Please fill out the window worksheet and review guidelines for drawing submissions

See link for more info: <https://cohweb.houstontx.gov/HPT/login.aspx>

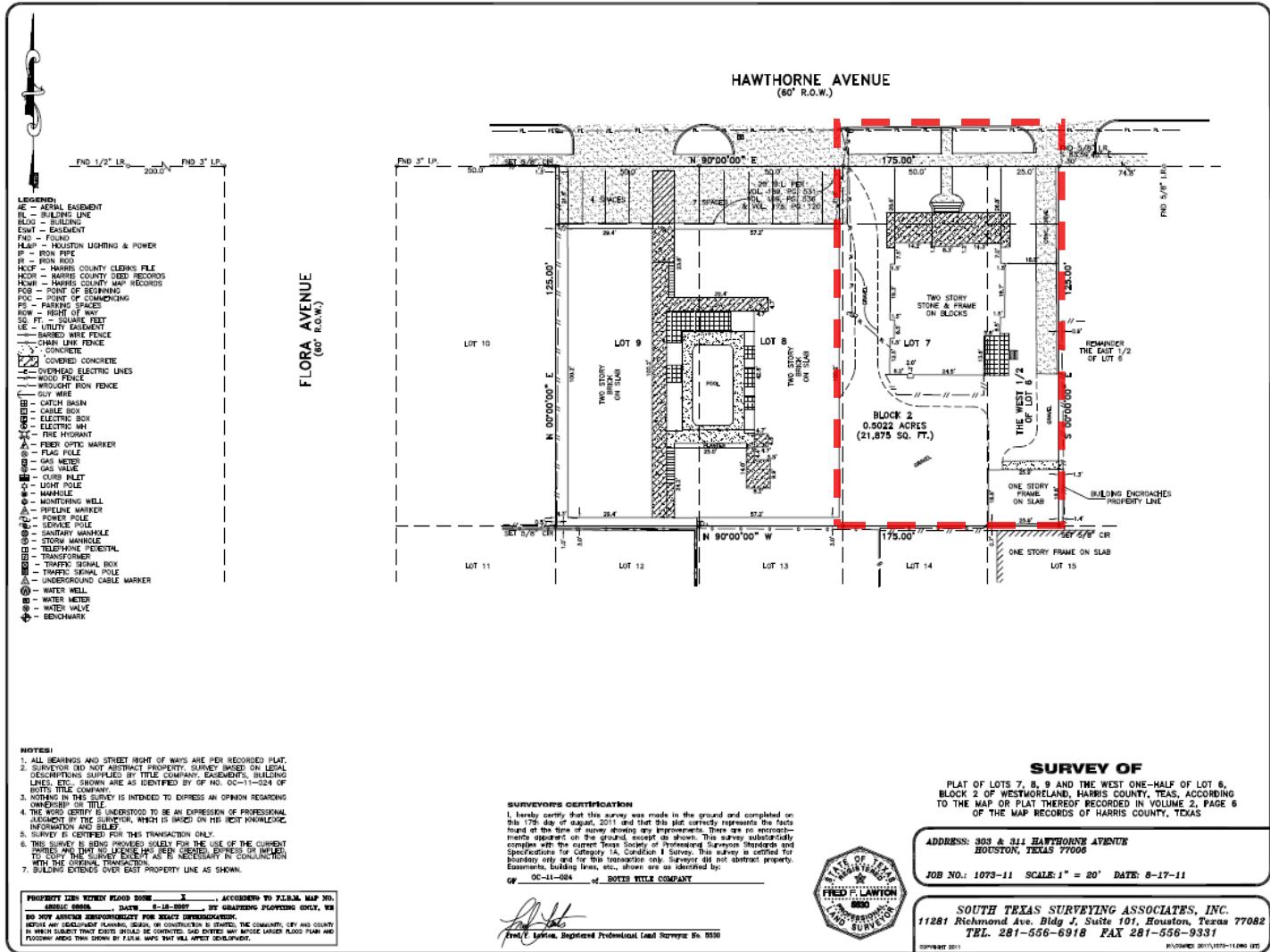
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PROPERTY SURVEY

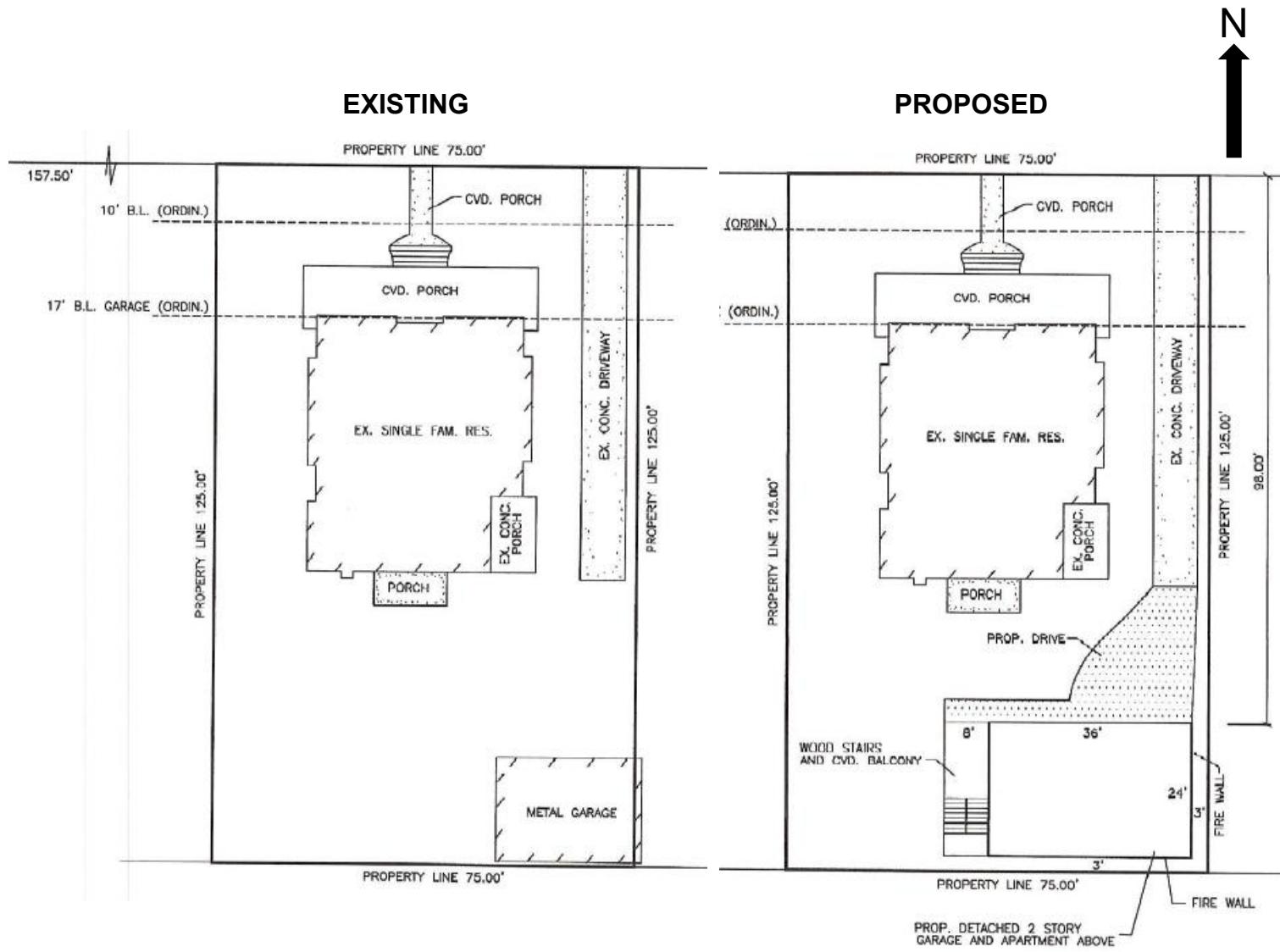




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SITE PLAN

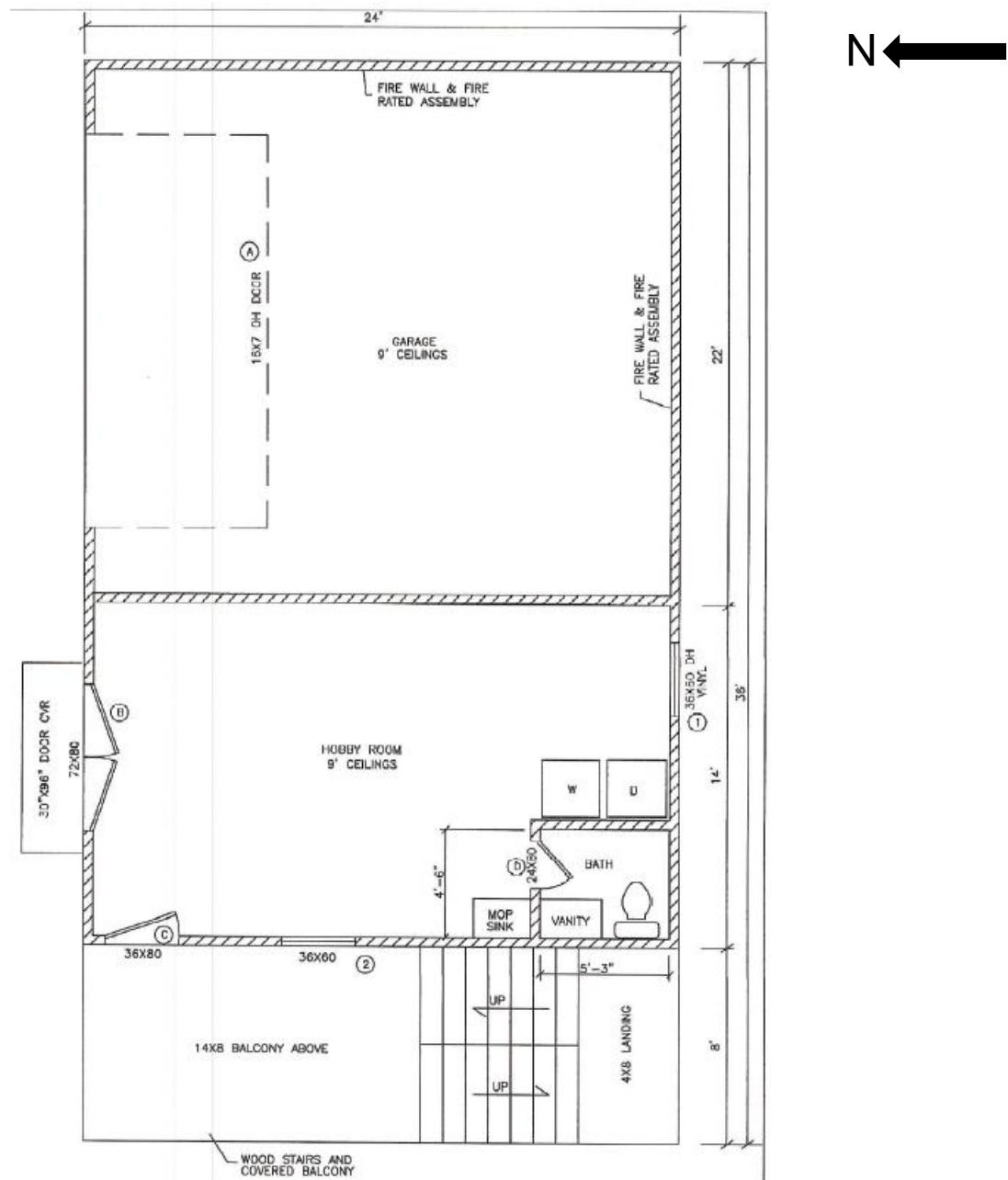




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PROPOSED FIRST FLOOR PLAN

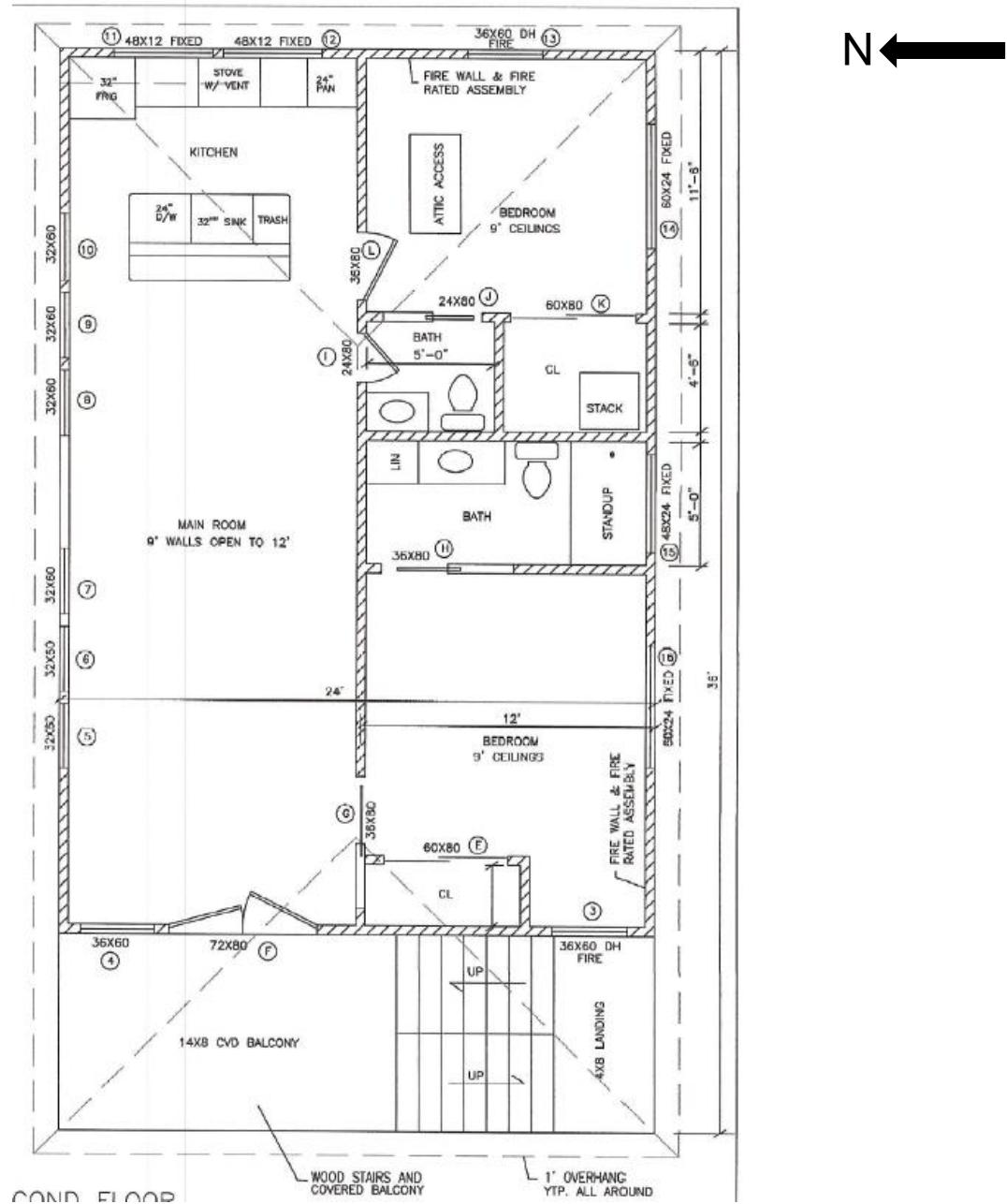




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PROPOSED SECOND FLOOR PLAN



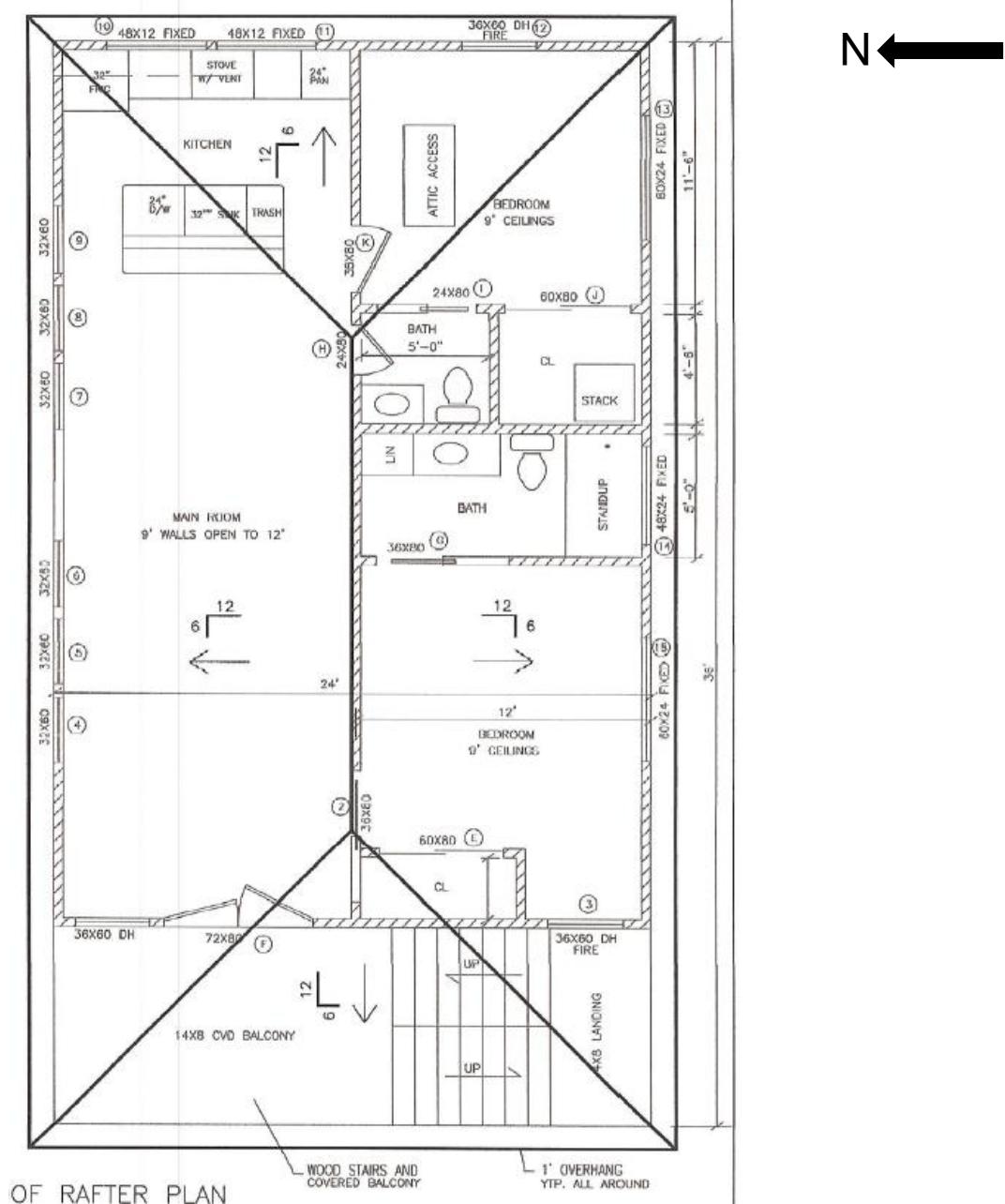


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PROPOSED

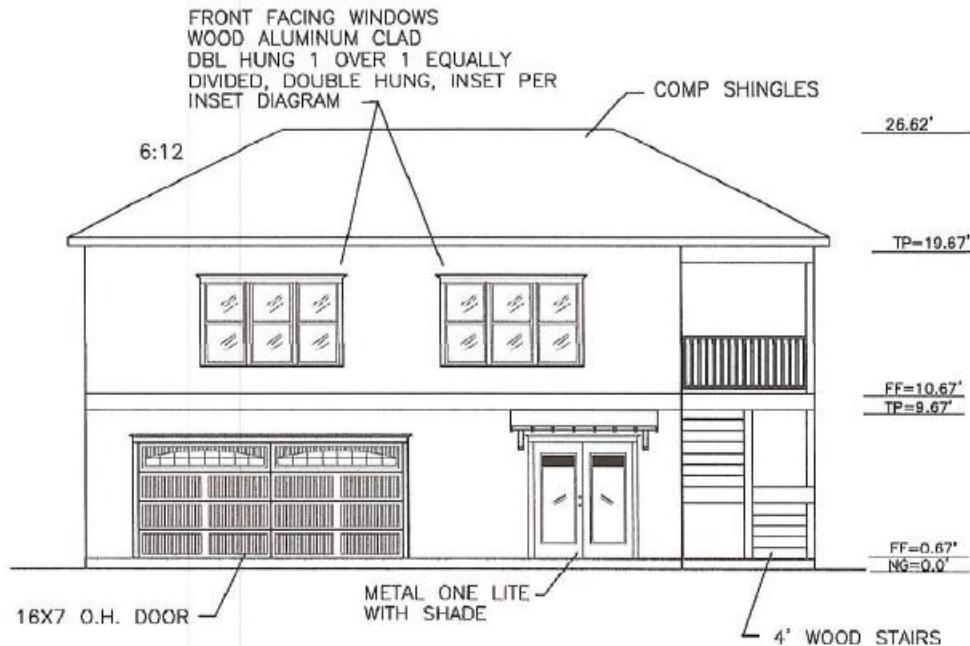
ROOF PLAN





PROPOSED

NORTH ELEVATION



EAST ELEVATION



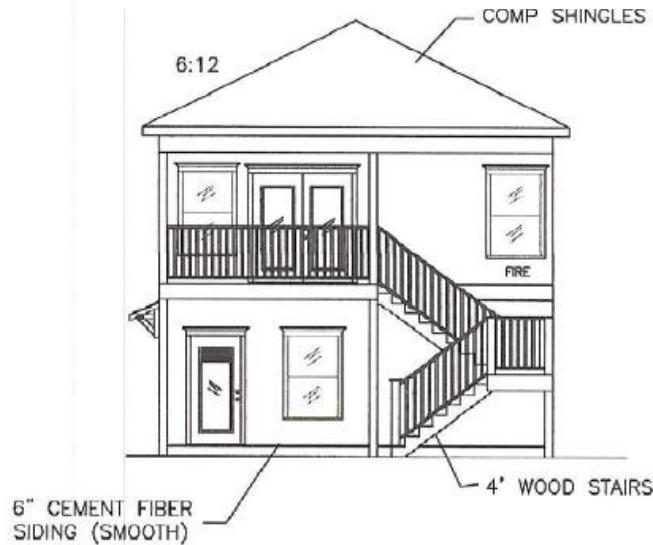


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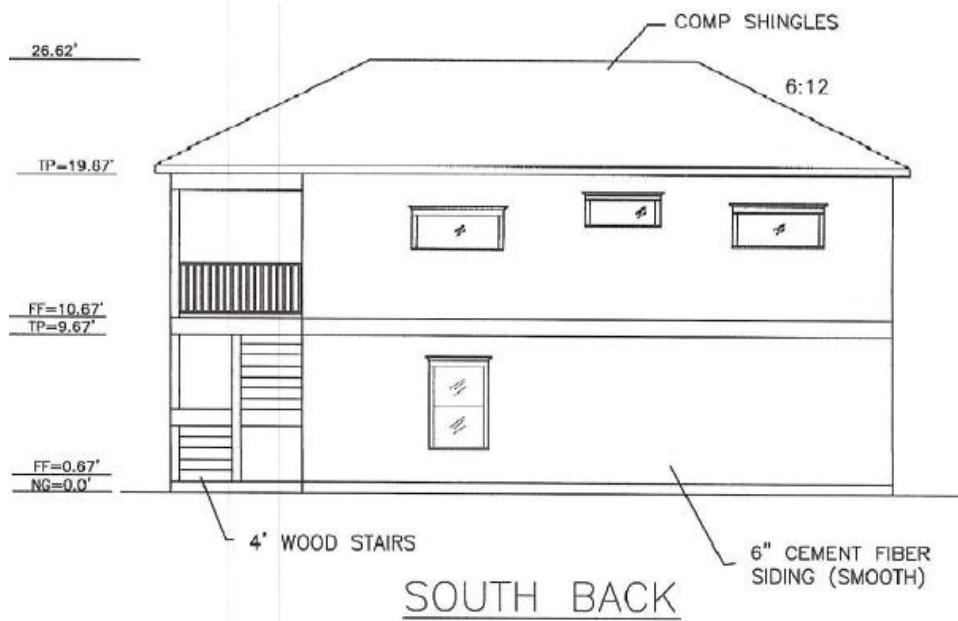
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PROPOSED

WEST ELEVATION



SOUTH ELEVATION





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PROPOSED

WINDOW SCHEDULE

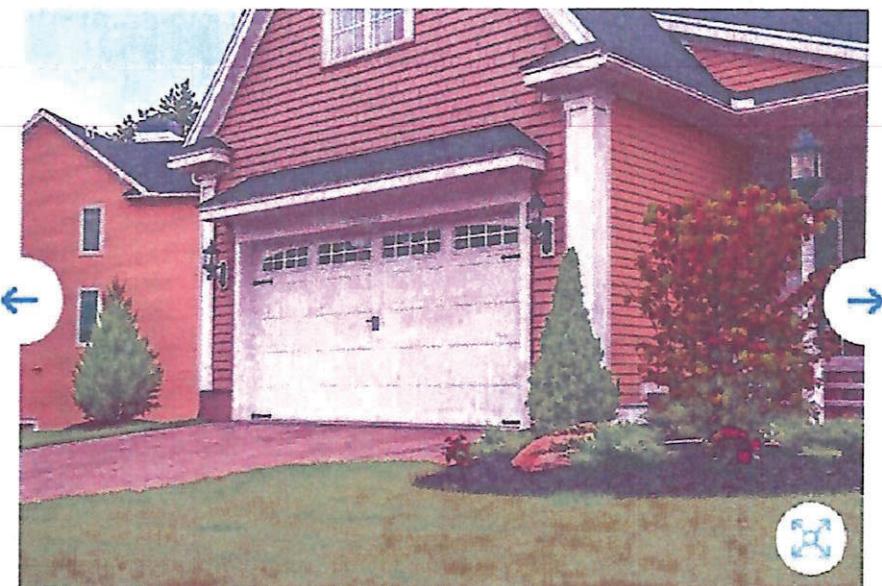
WINDOW	MATERIAL	LITE PATTERN	STYLE	DIMENSIONS	MOUNT, PROFILE	BRAND/VENDOR	GRID/INSERT	SILL HEIGHT
1	VINYL	1/1	DH	36X60	1 3/4" INSET	SIERRA PACIFIC	NONE	24"
2	WOOD ALUM CLAD	1/1	DH	36X60	1 3/4" INSET	SIERRA PACIFIC	NONE	24"
3	WOOD ALUM CLAD	1/1	DH	36X60	1 3/4" INSET	SIERRA PACIFIC	NONE	24"
4	WOOD ALUM CLAD	1/1	DH	36X60	1 3/4" INSET	SIERRA PACIFIC	NONE	24"
5	WOOD ALUM CLAD	1/1	DH	32X60	1 3/4" INSET	SIERRA PACIFIC	NONE	24"
6	WOOD ALUM CLAD	1/1	DH	32X60	1 3/4" INSET	SIERRA PACIFIC	NONE	24"
7	WOOD ALUM CLAD	1/1	DH	32X60	1 3/4" INSET	SIERRA PACIFIC	NONE	24"
8	WOOD ALUM CLAD	1/1	DH	32X60	1 3/4" INSET	SIERRA PACIFIC	NONE	24"
9	WOOD ALUM CLAD	1/1	DH	32X60	1 3/4" INSET	SIERRA PACIFIC	NONE	24"
10	WOOD ALUM CLAD	1/1	DH	32X60	1 3/4" INSET	SIERRA PACIFIC	NONE	24"
11	WOOD ALUM CLAD	1/1	FIXED	48X12	1 3/4" INSET	SIERRA PACIFIC	NONE	84"
12	WOOD ALUM CLAD	1/1	FIXED	48X12	1 3/4" INSET	SIERRA PACIFIC	NONE	84"
13	WOOD ALUM CLAD	1/1	DH	36X60	1 3/4" INSET	SIERRA PACIFIC	NONE	24"
14	WOOD ALUM CLAD	1/1	FIXED	60X24	1 3/4" INSET	SIERRA PACIFIC	NONE	64"
15	WOOD ALUM CLAD	1/1	FIXED	48X24	1 3/4" INSET	SIERRA PACIFIC	NONE	64"
16	WOOD ALUM CLAD	1/1	FIXED	60X24	1 3/4" INSET	SIERRA PACIFIC	NONE	64"

DOOR SCHEDULE

PROPOSED DOOR SCHEDULE

LOCATION	DOOR SIZE	REMARKS
A	18'X7'	OH CHI CARRIAGE STYLE
B	72X80	METAL ONE LITE W/ SHADE
C	36X80	METAL ONE LITE W/ SHADE
D	24X80	INTERIOR
E	60X80	INT BI PASS
F	72X80	METAL ONE LITE W/ SHADE
G	36X80	INT POCKET
H	36X80	INT POCKET
I	24X80	INTERIOR
J	24X80	INT POCKET
K	60X80	INT BI PASS
L	36X80	INTERIOR

PROPOSED GARAGE DOOR



CHI

STAMPED CARRIAGE HOUSE

5951

Section construction 2" Thick - 1-Sided Steel with Vinyl Back

Section material Standard / 25 Ga. Steel

Insulation type Polystyrene

R-value 7.94

Powder coating 188 Colors

Window style Oversized

Glass Non-Insulated

Windload Non-impact and Impact Rated

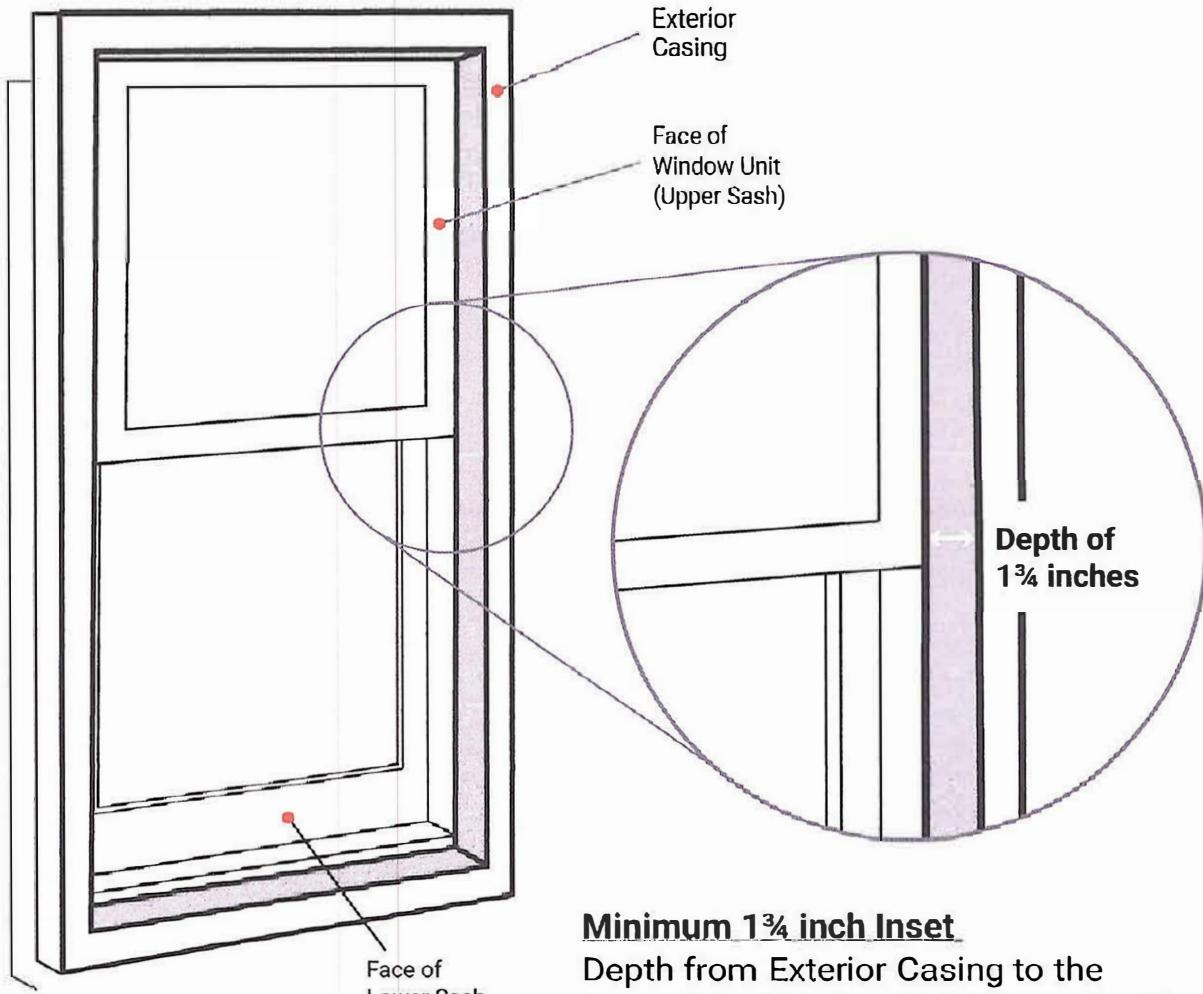
Warranty Limited lifetime on sections

CASCADE WINDOW / PLAIN GLASS
NO BRACKETS





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