



# CERTIFICATE OF APPROPRIATENESS

Reviewed by the Houston Archaeological and Historical Commission

**Application Date:** 1/8/2026

**HPO File#:** HP2026\_0016

**ITEM#:** D26

**REVISION to HP2024\_0317 02/27/2025**

**Applicant:** Katy Garvey, agent

**Property:** 505 & 503 Sul Ross Street, *properties were replated into one listing* – 505 Sul Ross St. Residence A, Block 1, 7,122 sq. ft. commercial buildings on 15,002 sq. ft. lot, in First Montrose Commons.

**Significance:** 505 Sul Ross St., Contributing Colonial Revival single-family residence, constructed circa 1930, in the First Montrose Commons Historic District  
503 Sul Ross St, is a Contributing Craftsman single-family residence, constructed circa 1946, located in the First Montrose Commons Historic District.

**Proposal:** Alteration -  
Restore All Windows at 505 and Replace Shutters  
Replace All Windows at 503

**REVISION to HP2024\_0317 02/27/2025**

Replace all windows on 503 with wood Anderson Windows with same lite patterns.  
Replace all existing windows at 503 and 505 due to water damage, and wood rot.

**503 Sul Ross**

- Proposed replacement windows - Andersen E-Series Wood Historic Architectural Series, equally divided one-over-one, inset and recessed, per attached Window Diagram.
- A brick mold will be added to the window to replicate the rotting wood brick mold which was added at some point in time.
- Remove existing dash finish stucco, replace with dash finished stucco. Must submit sample of dash finished stucco for staff approval before proceeding.

**505 Sul Ross**

- Restore and repair existing wood windows, replace 3 windows East elev. and remove porch glass.
- Replace existing wood window shutters with wood shutters same proportions.
- Enlarge brick front entry area into a larger landing, with wrought iron banister and hand rails.

**North Elevation**

- Install ADA compliant metal ramp with wrought iron handrails. Proposed ramp laid out from front brick landing East close to facade.

**ALL NEW WINDOWS MUST BE INSET 1¾ Inches – See Attachment**

1-over-1 Windows Must Be Equally Horizontally Divided

ALL CEMENTITIOUS BOARD MUST BE SMOOTH

If Front Porch is wood in a Historic District, it must be: 1 in. x 4 in. Tongue & Groove (T&G), laid front to back. Actual dimensions ¾ in. x 3 1/8 in.

Public Comments	
-	- No Comments

Civic Association	
-	- No Comments



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**Recommendation: Approval with Conditions**

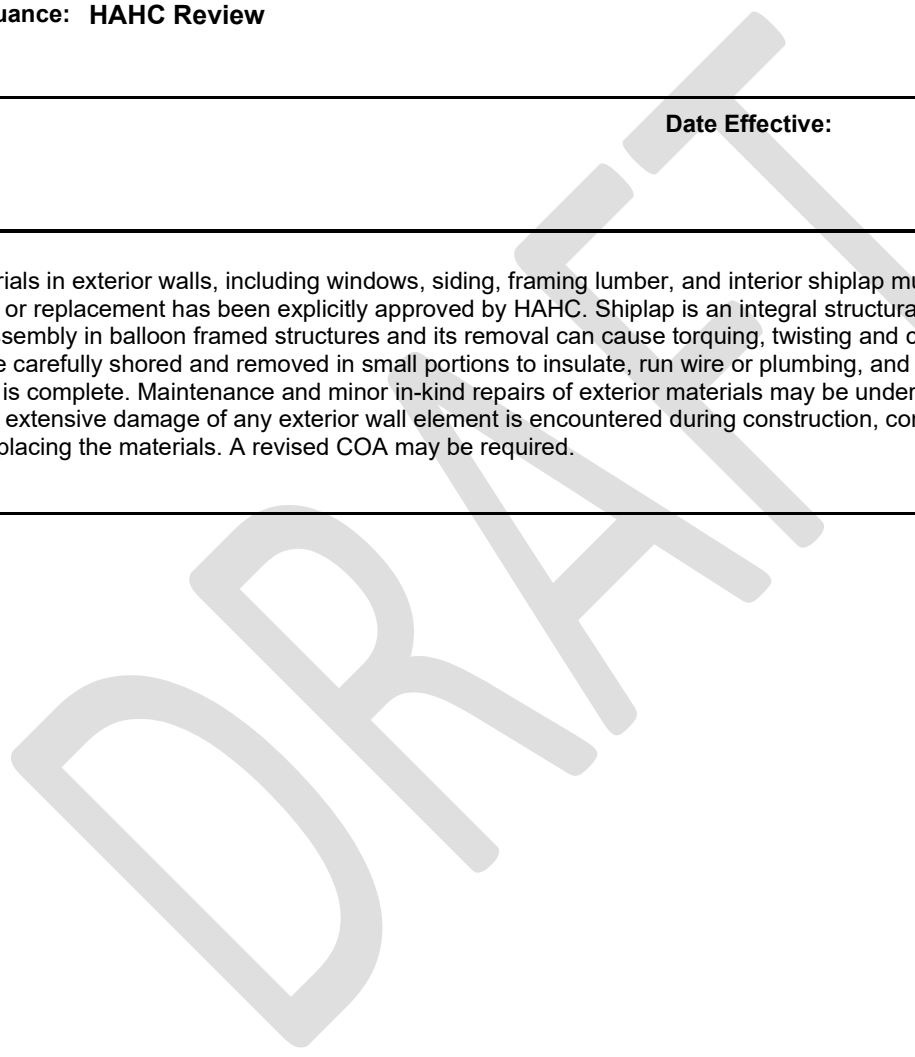
503 Sul Ross St. - applicant must submit sample of dash finished stucco for staff approval before proceeding.

**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.





# CERTIFICATE OF APPROPRIATENESS

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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:

- | <b>S</b>                            | <b>D</b>                 | <b>NA</b>                |      | <b>S - satisfies</b>  | <b>D - does not satisfy</b> | <b>NA - not applicable</b> |
|-------------------------------------|--------------------------|--------------------------|------|---|-----------------------------|----------------------------|
| <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.   |                             |                            |



# CERTIFICATE OF APPROPRIATENESS

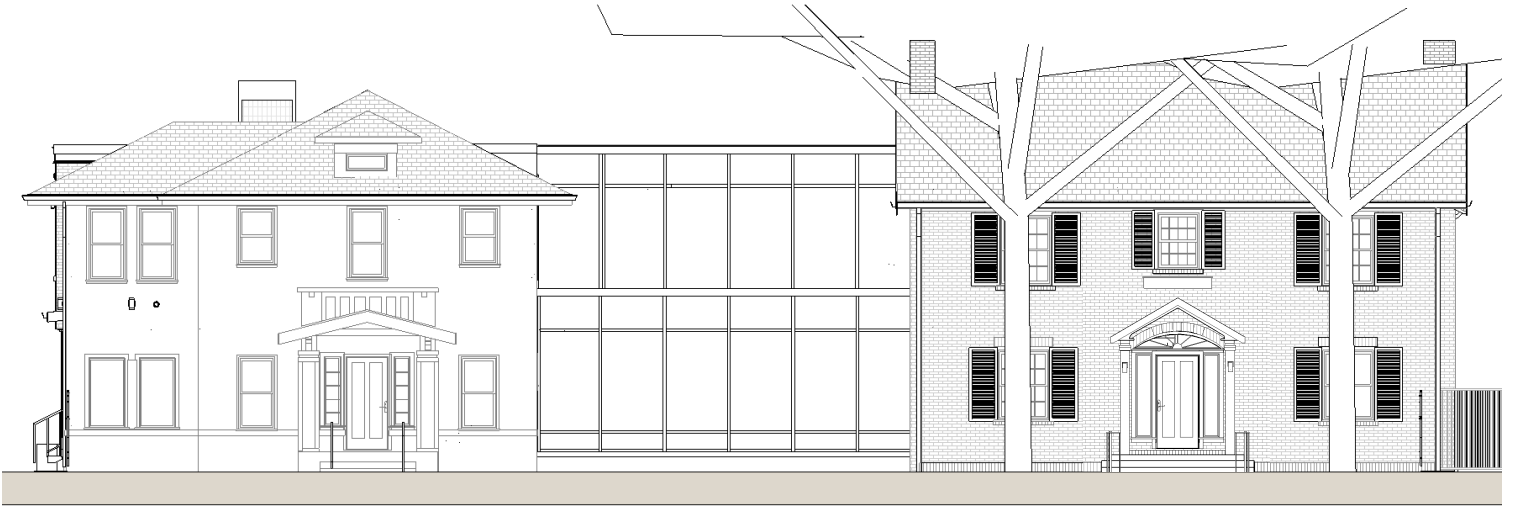
Reviewed by the Houston Archaeological and Historical Commission

## PROPERTY LOCATION

### FIRST MONTROSE COMMONS HISTORIC DISTRICT



- Building Classification**
- Contributing
  - Non-Contributing
  - Park



CURRENT APPROVED ELEVATION - COA HP2024\_0316

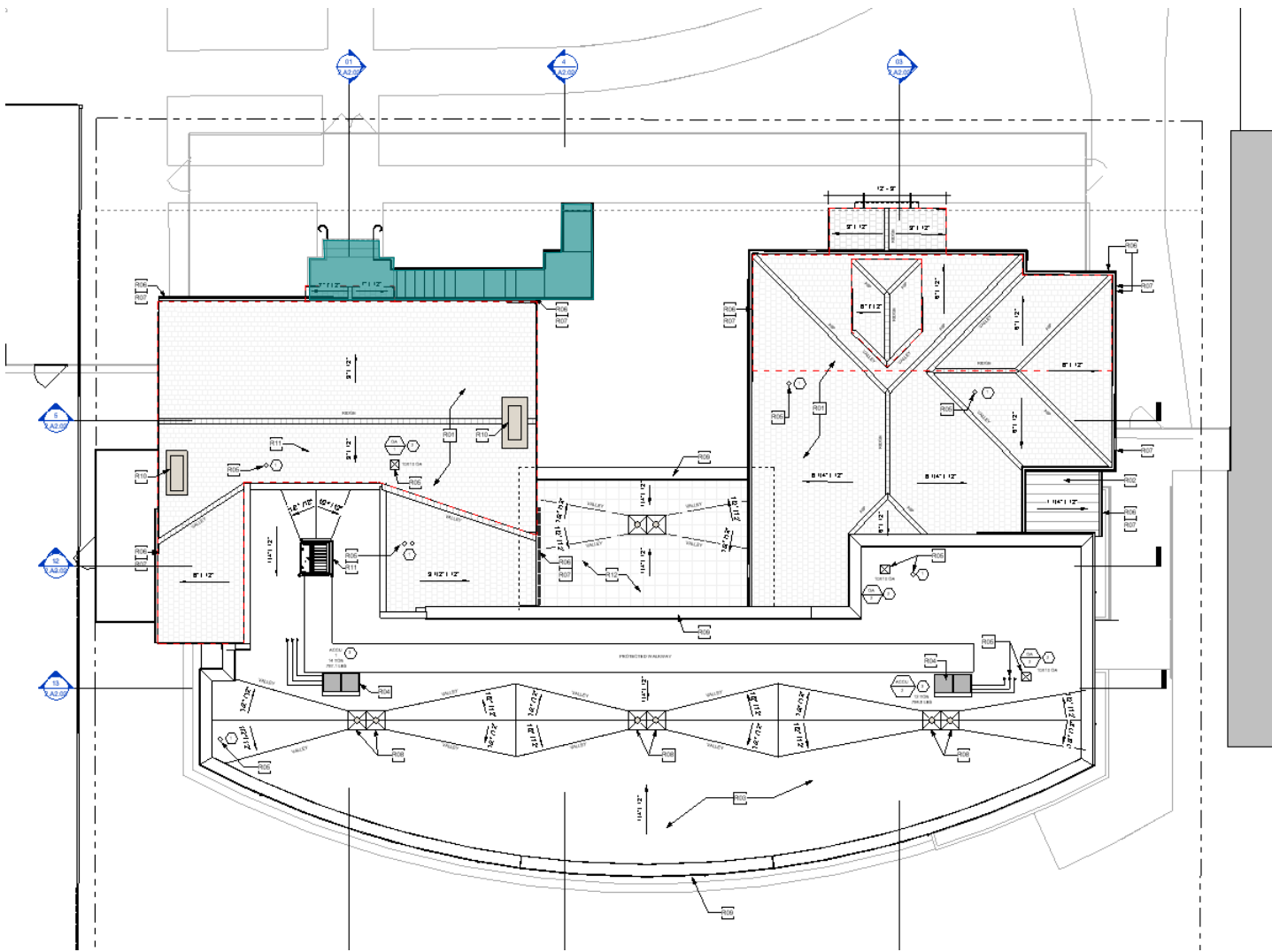


EXISTING 503 SUL ROSS PHOTO

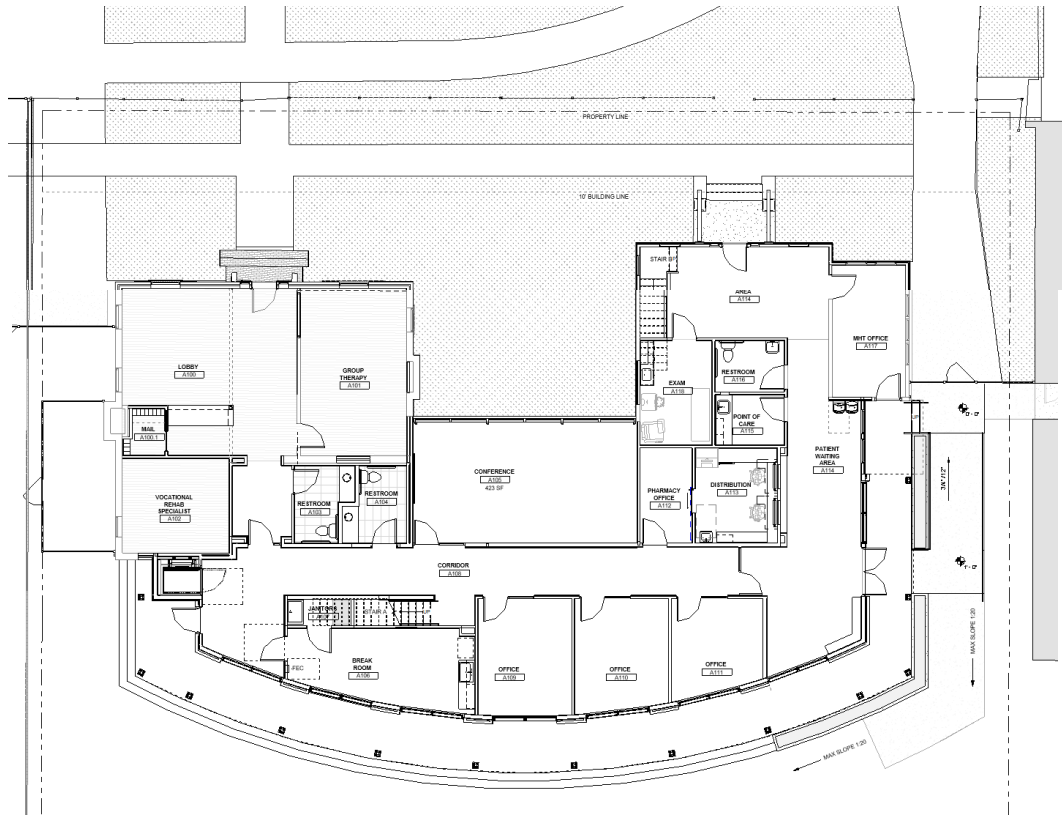
PROPOSED 503 SUL ROSS

We are proposing to remove all existing stucco from 503 and replace with new stucco. The stucco texture will be applied in a wet-pebble-dash manner by hand. A sample of the stucco will be provided to the Historic reviewer during construction. We are also proposing to remove the non-historic band around the lower portion of the facade. All other historic stucco detailing will be reapplied during construction.

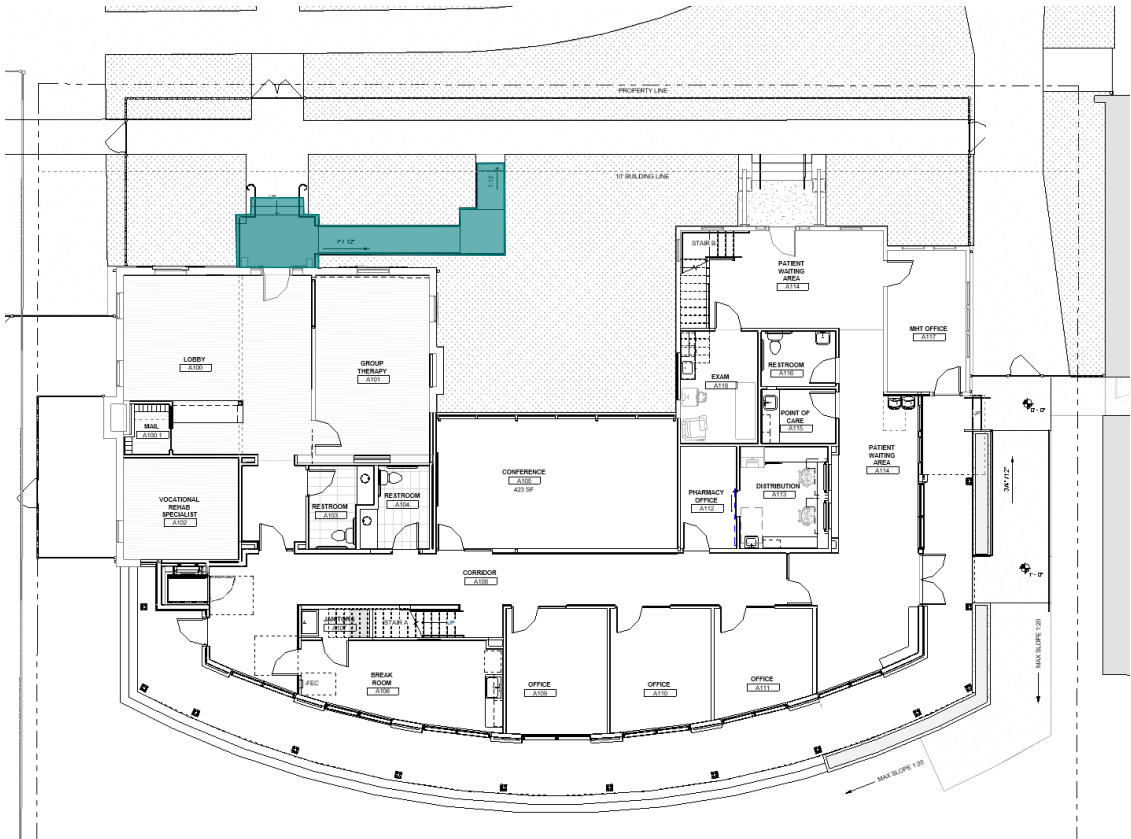
The City of Houston Structural department has requested the installation of a handrail outside the front entry of 503. We intend to use simple steel handrails, painted black similar to 505 Sul Ross.



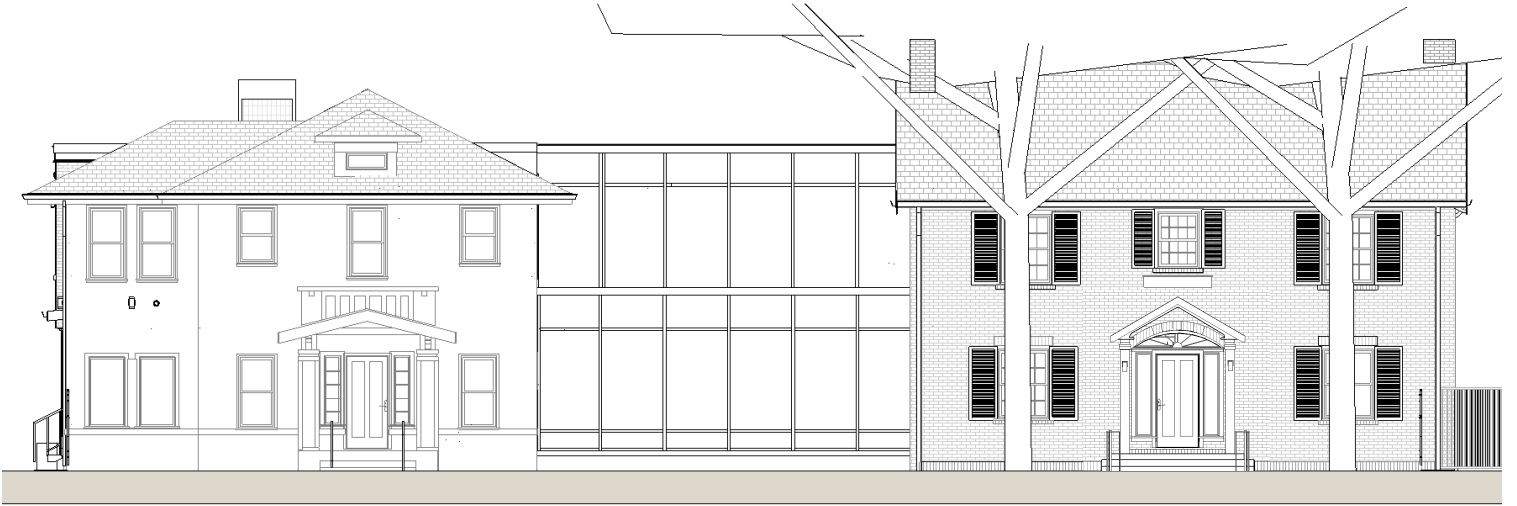
SITE & ROOF PLAN - PROPOSED RAMP



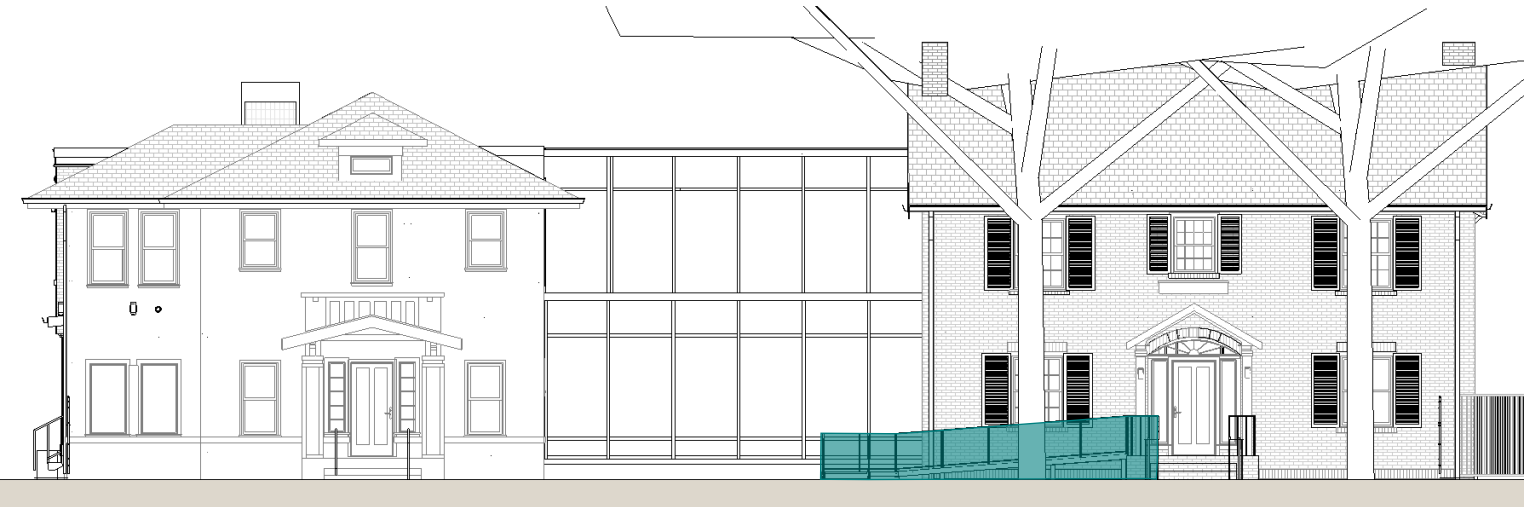
CURRENT APPROVED PLAN - COA HP2024\_0316



PROPOSED PLAN - RAMP ADDITION



CURRENT APPROVED ELEVATION - COA HP2024\_0316

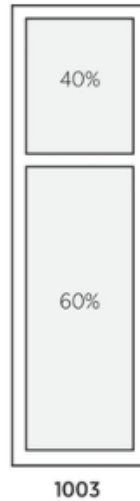


PROPOSED ELEVATION - RAMP ADDITION





**505 Shutter Replacements:**  
**Timberlane Premium Wood - Painted Black** to match original color. Jamb Pintels to match original hardware. Shutters will be 40% solid panel and 60% louvers to match original.



**JAMB PINTELS:**  
 Heavy Duty Pintels available in 1", 2", 3" offsets. Made of black powder-coated steel.

## TIMBERLANE PREMIUM WOOD

*Traditional Beauty. Built to Last*

CHOOSE FROM 41 PROFILES

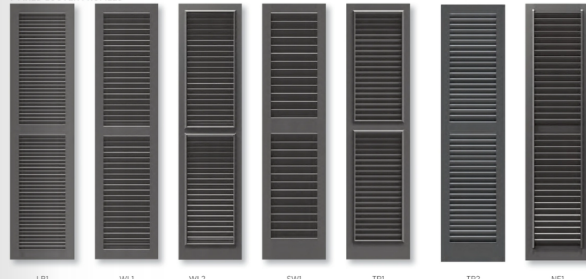
Timberlane Premium Wood Shutters can be constructed in nearly every configuration imaginable, including combinations of both panel and louver profiles. The various profile options shown here illustrate the wide range of panel and louver designs available for creating your masterpiece. Premium Wood Shutters are available in 24 Premium Paint colors or can be custom-matched to your preferred color. You also have the option to stain and clear-coat your Premium Wood Shutters for an elegant, natural look.



18 PANEL PROFILES



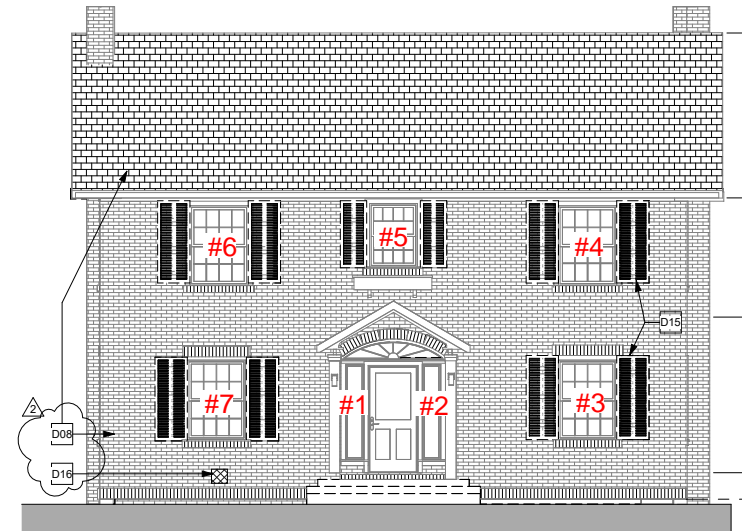
7 FIXED LOUVER PROFILES



Timberlane exclusively paints with the Benjamin Moore Coretech Command product line. Command, offering resistance to fading, cracking, and peeling, is the go-to solution for your shutter project. There are over 3,500 Benjamin Moore Coretech Command paint colors to select from.



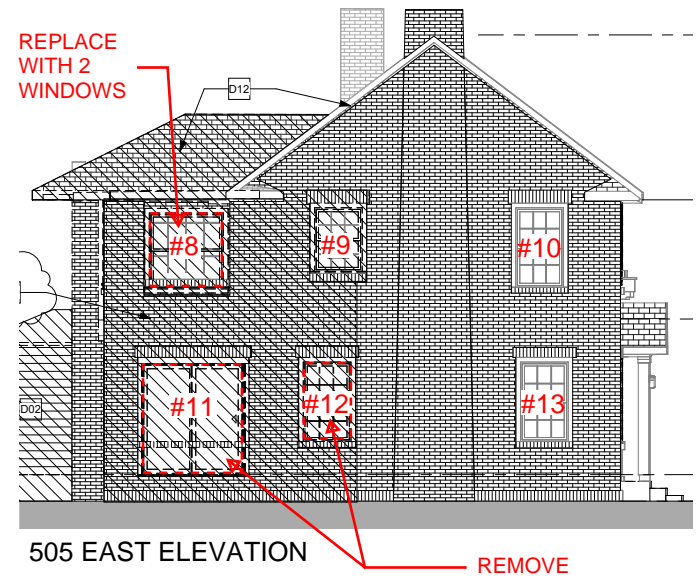
505 SUL ROSS - FRONT (NORTH ELEVATION)



505 NORTH ELEVATION



505 SUL ROSS - SIDE (EAST ELEVATION)





505 WEST ELEVATION

505 SUL ROSS - SIDE (WEST ELEVATION)



**SIDE (EAST ELEVATION) #8**  
TO BE REPLACED WITH 2 NEW WINDOWS, NOT ORIGINAL



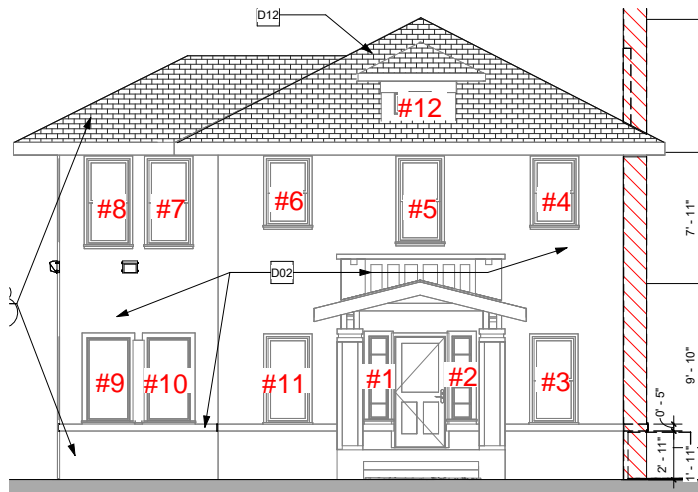
**SIDE (EAST ELEVATION) #11**  
TO BE REMOVED, NOT ORIGINAL



**SIDE (EAST ELEVATION) #12**  
TO BE REMOVED, REFER TO ORIGINAL COA APPLICATION, CONFLICT WITH WALL



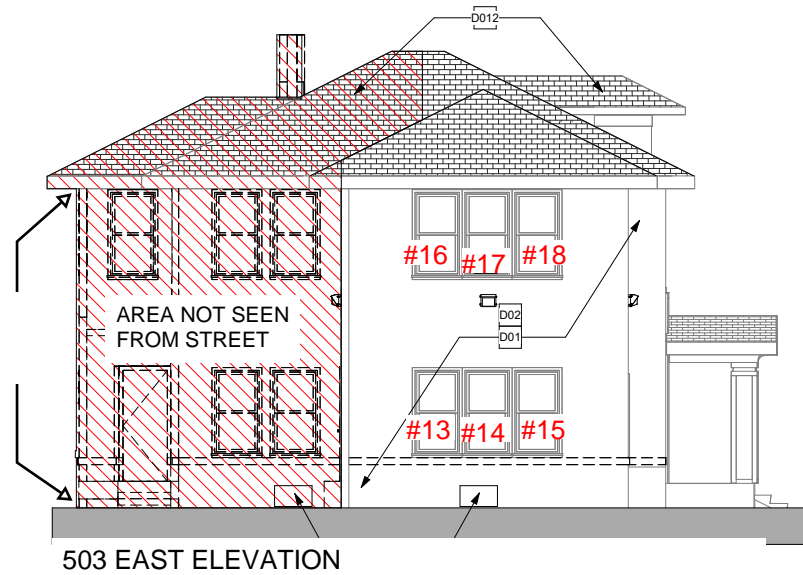
503 SUL ROSS - FRONT (NORTH ELEVATION)



503 NORTH ELEVATION

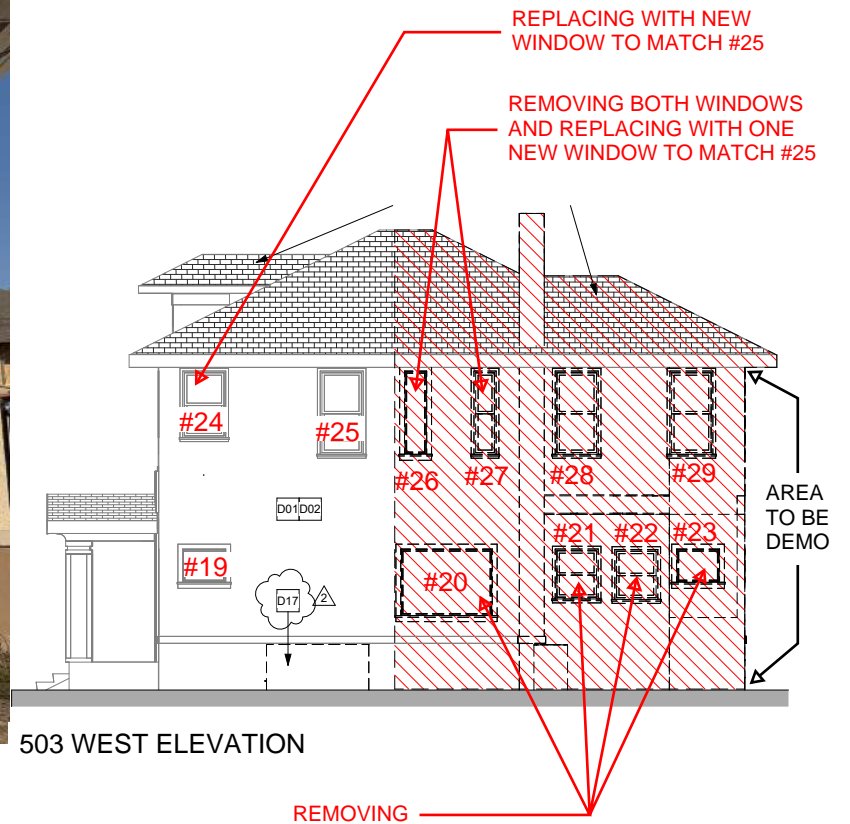


503 SUL ROSS - SIDE (EAST ELEVATION)





503 SUL ROSS - SIDE (WEST ELEVATION)





**FRONT (NORTH ELEVATION) #1 AND #2**  
TO BE REPLACED WITH NEW TO MATCH EXISTING



**FRONT (NORTH ELEVATION) #3**  
TO BE REPLACED WITH NEW TO MATCH EXISTING



**FRONT (NORTH ELEVATION) #4**  
TO BE REPLACED WITH NEW TO MATCH EXISTING



**FRONT (NORTH ELEVATION) #6**  
TO BE REPLACED WITH NEW TO MATCH EXISTING



**FRONT (NORTH ELEVATION) #5**  
TO BE REPLACED WITH NEW TO MATCH EXISTING



**FRONT (NORTH ELEVATION) #7 AND #8**  
TO BE REPLACED WITH NEW TO MATCH EXISTING



**FRONT (NORTH ELEVATION) #9 AND #10**  
TO BE REPLACED WITH NEW TO MATCH EXISTING



**FRONT (NORTH ELEVATION) #11**  
TO BE REPLACED WITH NEW TO MATCH EXISTING



**FRONT (NORTH ELEVATION) #12**  
TO BE REPLACED WITH NEW TO MATCH EXISTING



**SIDE (EAST ELEVATION) #13, #14, AND #15**  
TO BE REPLACED WITH NEW TO MATCH EXISTING, ALL 3 NOT ORIGINAL



**SIDE (EAST ELEVATION) #16, #17, AND #18**  
TO BE REPLACED WITH NEW TO MATCH EXISTING, ALL 3 NOT ORIGINAL



**SIDE (WEST ELEVATION) #19**  
TO BE REPLACED WITH NEW TO MATCH EXISTING



**SIDE (WEST ELEVATION) #20**  
TO BE REMOVED



**SIDE (WEST ELEVATION) #21, #22, AND #23**  
TO BE REMOVED



**SIDE (WEST ELEVATION) #24**  
TO BE REPLACED WITH NEW TO MATCH #25



**SIDE (WEST ELEVATION) #25**  
TO BE REPLACED WITH NEW TO MATCH EXISTING



**SIDE (WEST ELEVATION) #26 AND #27**

BOTH WINDOWS TO BE REMOVED, REPLACING WITH ONE NEW WINDOW TO MATCH #25



**SIDE (WEST ELEVATION) #28 AND #29**

TO BE REPLACED WITH NEW TO MATCH EXISTING, BOTH NOT ORIGINAL



EXISTING 503 SUL ROSS SINGLE HUNG WOOD WINDOW WITH SURROUNDING WOOD TRIM AND WINDOW STOOL



EXISTING 503 SUL ROSS SINGLE HUNG WOOD  
WINDOW WITH WINDOW STOOL

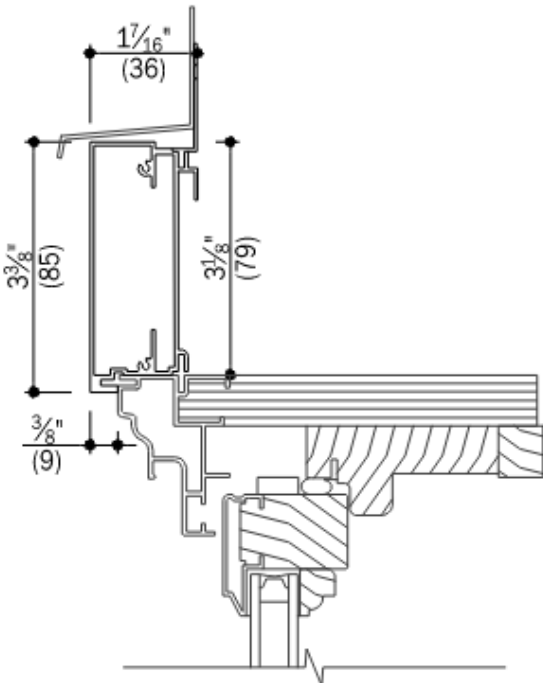


EXISTING 503 SUL ROSS SINGLE HUNG WOOD  
WINDOW SURROUNDING TRIM AT STOOL



506 BRANARD - EXAMPLE HISTORIC REPLACEMENT TRIM ON A STUCCO HOUSE

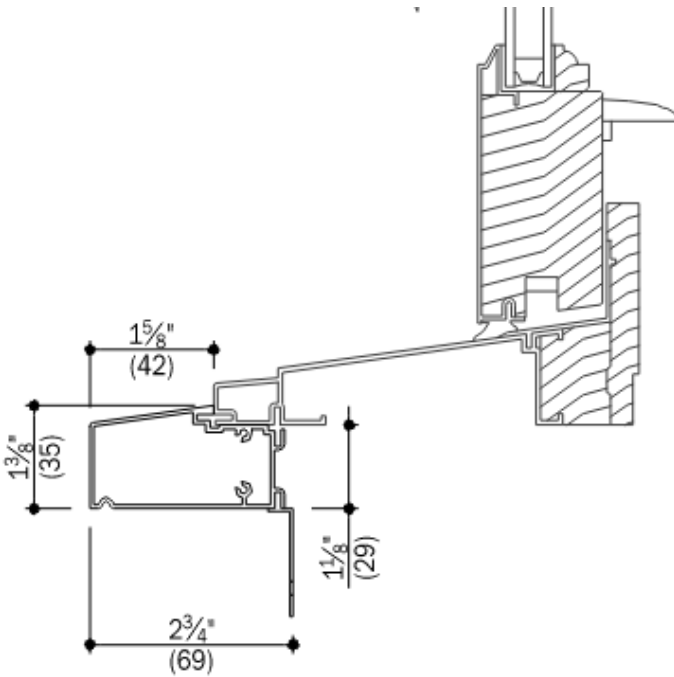




**E**  
6  $3\frac{1}{2}$ " Flat Casing (A75B)

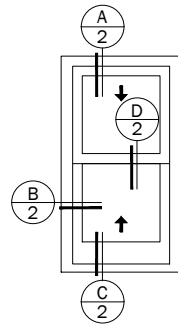


$3\frac{1}{2}$ " brick mould and  $1\frac{1}{2}$ " deep sill nose shown on double-hung

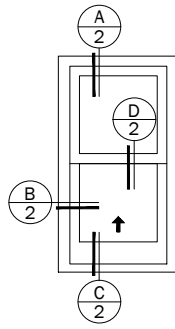


**F**  
6  $1\frac{1}{2}$ " Deep Sill Nosing (A752)

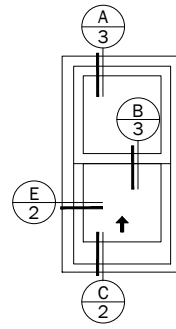
**ANDERSEN E SERIES WINDOW TRIM  
OPTIONS FOR 503 SUL ROSS**



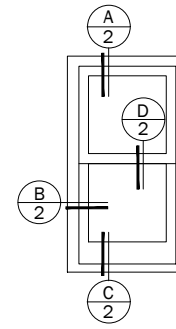
Double-Hung



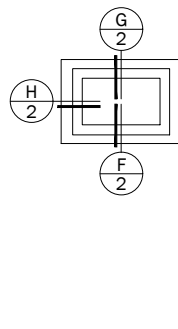
Single-Hung



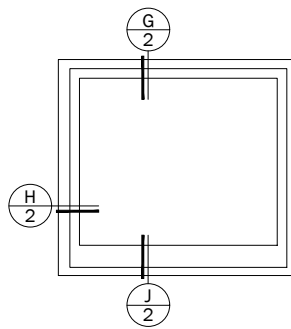
Monumental  
Single-Hung



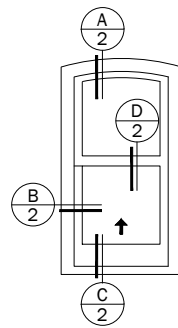
Fixed / Fixed  
Double-Hung



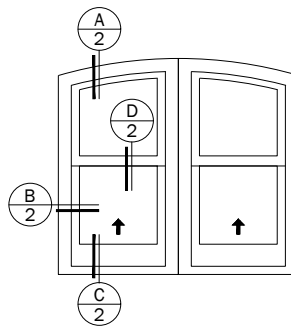
Double-Hung  
Transom



Double-Hung  
Picture



Radius Single-Hung



Twin Radius Single-Hung

**Notes:**

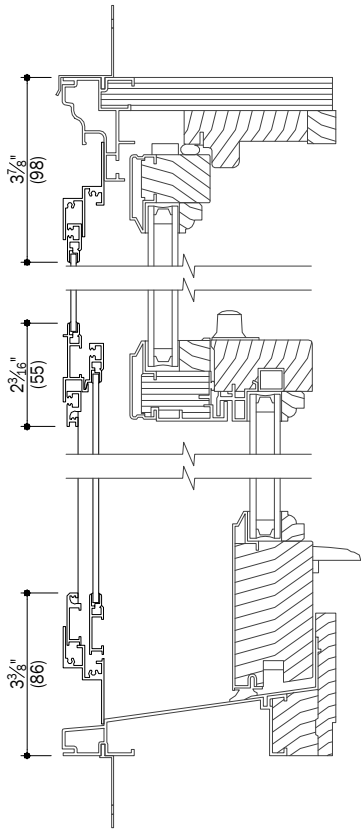
Details have been optimized for use in architectural software and do not match manufacturing specifications. Dimensions in parentheses are in millimeters.

See Pages 4 Thru 11 for Options and Accessories

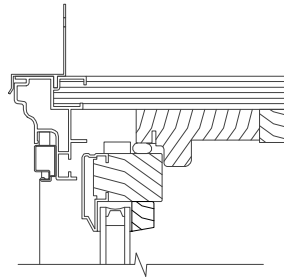
Date: 02/06/18  
Scale: None

# E-Series

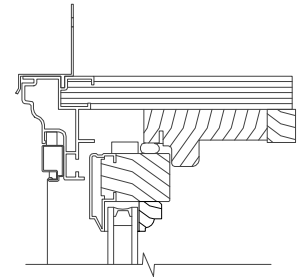
## Double Hung & Single Hung Windows



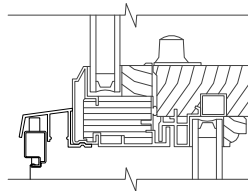
**A**  
4 Storm/Insect Screen Combination Unit



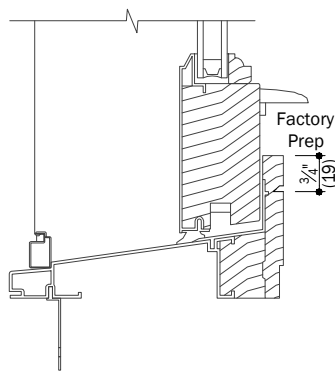
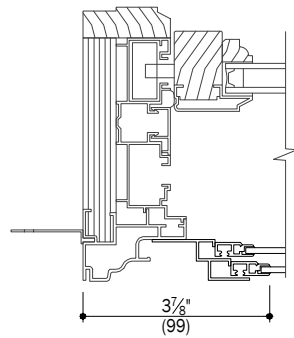
**B**  
4 Contemporary Glazing Stop



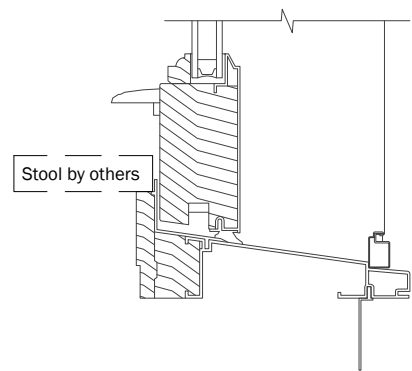
**E**  
4 Colonial Glazing Stop



**C**  
4 Half Screen Retainer



**D**  
4 Factory Prep For Stool

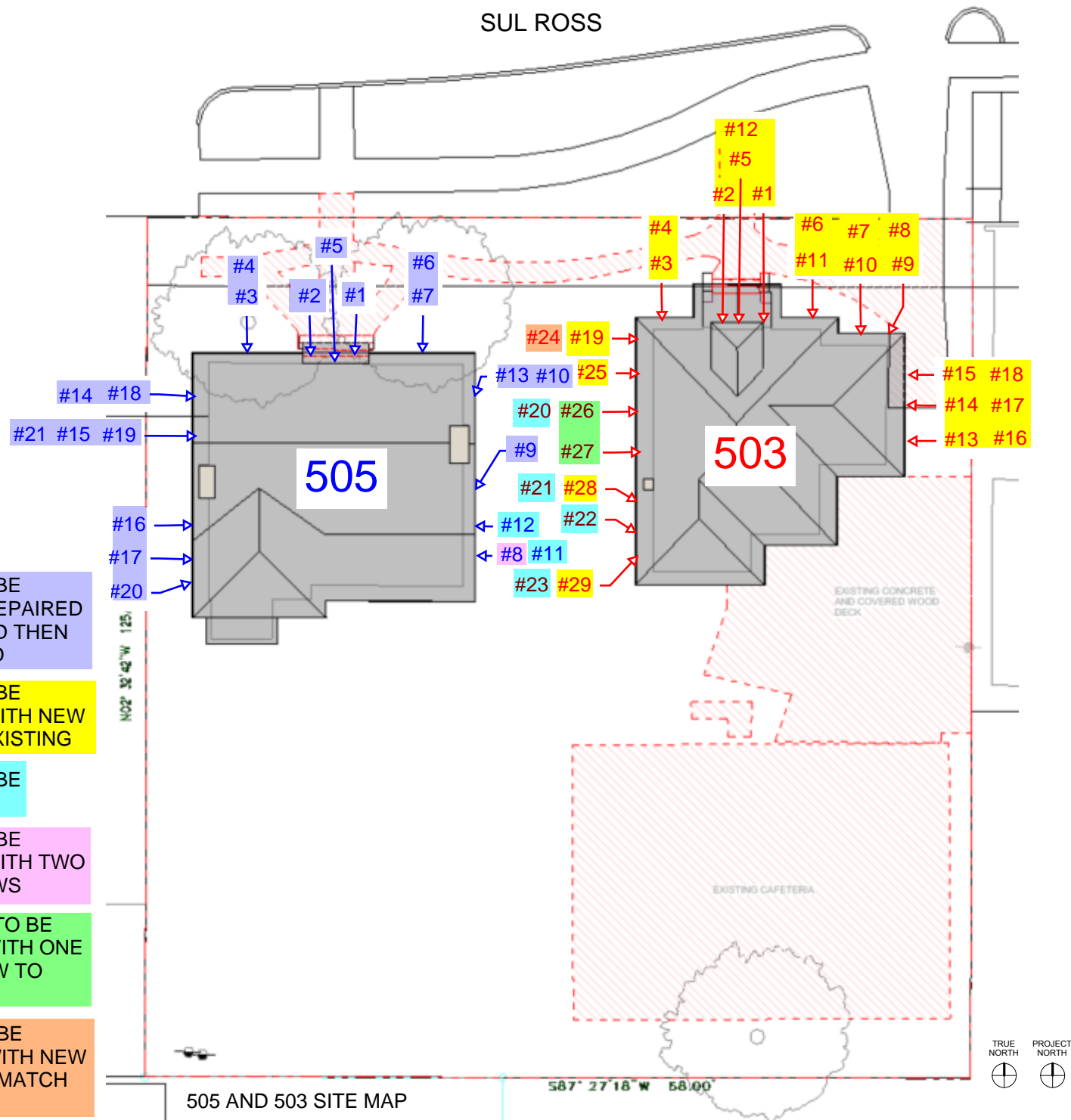


### Notes:

Details have been optimized for use in architectural software and do not match manufacturing specifications. Dimensions in parentheses are in millimeters.

Date: 02/06/18  
Scale: 3" (76) = 1' (305)

SUL ROSS



**KEY:**

WINDOW TO BE REMOVED, REPAIRED & REFINISHED THEN REINSTALLED

WINDOW TO BE REPLACED WITH NEW TO MATCH EXISTING

WINDOW TO BE REMOVED

WINDOW TO BE REPLACED WITH TWO NEW WINDOWS

2 WINDOWS TO BE REPLACED WITH ONE NEW WINDOW TO MATCH #25

WINDOW TO BE REPLACED WITH NEW WINDOW TO MATCH #25

505 AND 503 SITE MAP



# CERTIFICATE OF APPROPRIATENESS WINDOW WORKSHEET



**PLANNING &  
DEVELOPMENT  
DEPARTMENT**

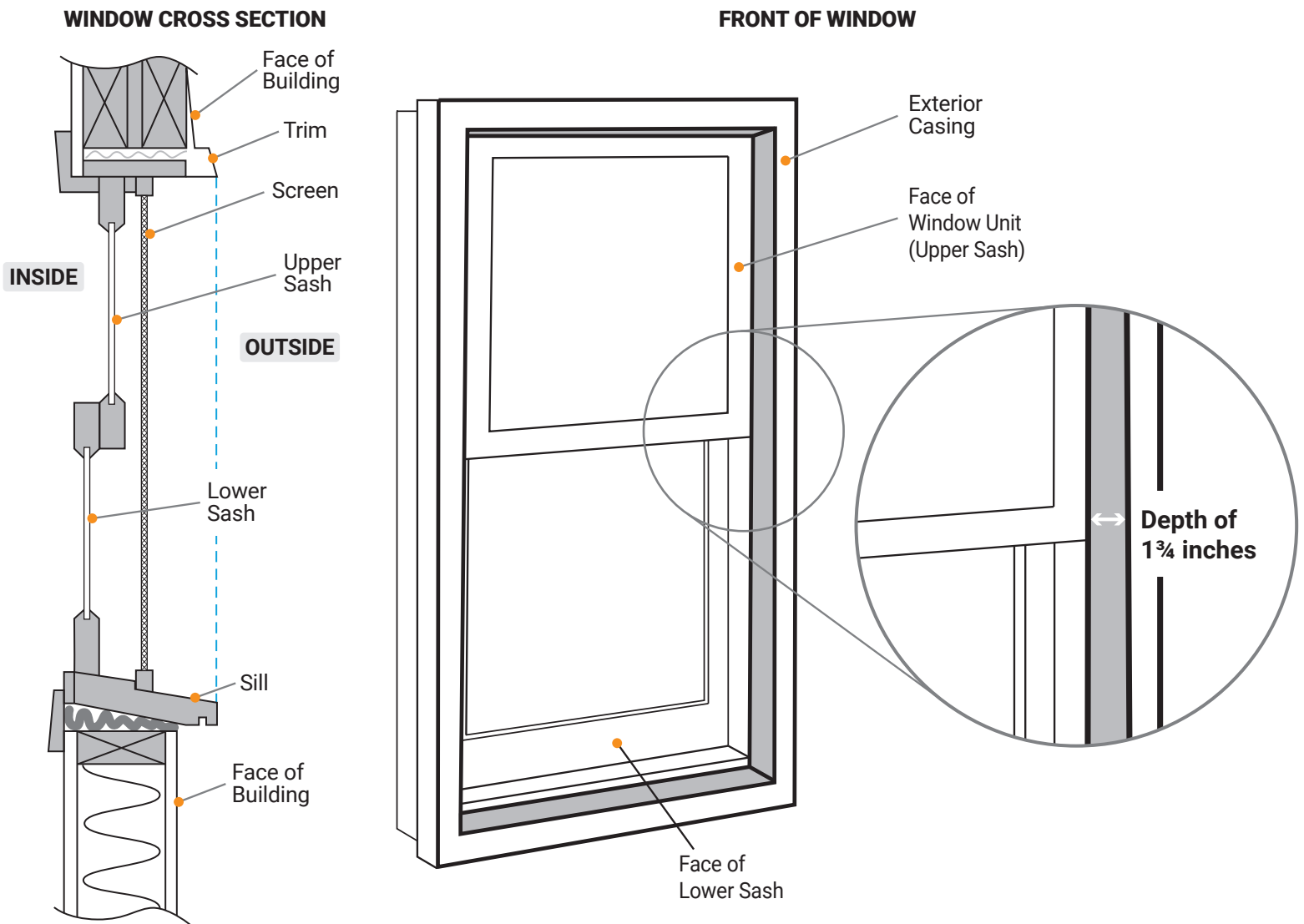
EXISTING WINDOW SCHEDULE								
Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Original/Replacement	Existing to Remain	DAMAGE TO EXISTING
Ex. A1	Wood	1/1	DH	32 x 66	Recessed	Original	No	
								NEEDS REPAIR
								NOT ORIGINAL
								NOT ORIGINAL
								NOT ORIGINAL
								NOT ORIGINAL
503 #10	VINYL	1	PICTURE	36" x 60"	RECESSED	REPLACEMENT	NO	NOT ORIGINAL
503 #11	WOOD	1/1	SH	36" x 62"	RECESSED	ORIGINAL	NO	REPAIR NEEDED
503 #12	WOOD	1	PICTURE	15" x 36"	RECESSED	ORIGINAL	NO	
503 #13	VINYL	1/1	SH	32" x 60"	RECESSED	REPLACEMENT	NO	NOT ORIGINAL
503 #14	VINYL	1/1	SH	32" x 60"	RECESSED	REPLACEMENT	NO	NOT ORIGINAL
503 #15	VINYL	1/1	SH	32" x 60"	RECESSED	REPLACEMENT	NO	NOT ORIGINAL
503 #16	VINYL	1/1	SH	32" x 60"	RECESSED	REPLACEMENT	NO	NOT ORIGINAL
503 #17	VINYL	1/1	SH	32" x 60"	RECESSED	REPLACEMENT	NO	NOT ORIGINAL
503 #18	VINYL	1/1	SH	32" x 60"	RECESSED	REPLACEMENT	NO	NOT ORIGINAL
503 #19	WOOD	1	PICTURE	36" x 24"	RECESSED	ORIGINAL	NO	REPAIR NEEDED
503 #20	WOOD	1/1	PICTURE	66" x 48"	RECESSED	REPLACEMENT	NO	*RTO COA A
503 #21	WOOD	1/1	SH	31" x 36"	RECESSED	ORIGINAL	NO	*RTO COA A
503 #22	WOOD	1/1	SH	31" x 36"	RECESSED	ORIGINAL	NO	*RTO COA A
503 #23	WOOD	1	PICTURE	36" x 24"	RECESSED	ORIGINAL	NO	*RTO COA A
503 #24	WOOD	1/1	SH	36" x 48"	RECESSED	ORIGINAL	NO	
503 #25	WOOD	1/1	SH	36" x 60"	RECESSED	ORIGINAL	NO	
503 #26	WOOD	1	PICTURE	16" x 60"	RECESSED	ORIGINAL	NO	
503 #27	WOOD	1/1	SH	16" x 60"	RECESSED	ORIGINAL	NO	
503 #28	VINYL	1/1	SH	36" x 60"	RECESSED	REPLACEMENT	NO	NOT ORIGINAL
503 #29	VINYL	1/1	SH	36" x 60"	RECESSED	REPLACEMENT	NO	NOT ORIGINAL

\*RTO COA A = \*REFER TO ORIGINAL COA APPLICATION

PROPOSED WINDOW SCHEDULE							
Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Brand/Vendor	Other
503 #1	WOOD	5	SIDELITE	12" x 60"	RECESSED	PLUM ALLEY	
503 #2	WOOD	5	SIDELITE	12" x 60"	RECESSED	PLUM ALLEY	
503 #3	ALUM.	1/1	SH	36" x 62"	RECESSED	ANDERSEN	
503 #4	ALUM.	1/1	SH	36" x 48"	RECESSED	ANDERSEN	
503 #5	ALUM.	1/1	SH	36" x 60"	RECESSED	ANDERSEN	
503 #6	ALUM.	1/1	SH	36" x 48"	RECESSED	ANDERSEN	
503 #7	ALUM.	1/1	SH	36" x 62"	RECESSED	ANDERSEN	
503 #8	ALUM.	1/1	SH	36" x 62"	RECESSED	ANDERSEN	
503 #9	ALUM.	1/1	SH	36" x 60"	RECESSED	ANDERSEN	
503 #10	ALUM.	1/1	SH	36" x 60"	RECESSED	ANDERSEN	
503 #11	ALUM.	1/1	SH	36" x 62"	RECESSED	ANDERSEN	
503 #12	ALUM.	1	PICTURE	15" x 36"	RECESSED	ANDERSEN	
503 #13	ALUM.	1/1	SH	32" x 60"	RECESSED	ANDERSEN	
503 #14	ALUM.	1/1	SH	32" x 60"	RECESSED	ANDERSEN	
503 #15	ALUM.	1/1	SH	32" x 60"	RECESSED	ANDERSEN	
503 #16	ALUM.	1/1	SH	32" x 60"	RECESSED	ANDERSEN	
503 #17	ALUM.	1/1	SH	32" x 60"	RECESSED	ANDERSEN	
503 #18	ALUM.	1/1	SH	32" x 60"	RECESSED	ANDERSEN	
503 #19	ALUM.	1/1	PICTURE	36" x 24"	RECESSED	ANDERSEN	
503 #24	ALUM.	1/1	SH	36" x 48"	RECESSED	ANDERSEN	
503 #25	ALUM.	1/1	SH	36" x 60"	RECESSED	ANDERSEN	
503 #26	ALUM.	1/1	SH	36" x 60"	RECESSED	ANDERSEN	
503 #28	ALUM.	1/1	SH	36" x 60"	RECESSED	ANDERSEN	
503 #29	ALUM.	1/1	SH	36" x 60"	RECESSED	ANDERSEN	



# 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

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