



CERTIFICATE OF APPROPRIATENESS

Reviewed by the Houston Archaeological and Historical Commission

ITEM E19
HPO File #: HP2026_0184

August 13th, 2026

1139 W Melwood st.
Norhill

Applicant: Jennifer Flores, agent

Property: 1139 W Melwood Street, Lots 12 Block 122, North Norhill Subdivision. The property is a one-story, 1,072 square foot residential structure situated on a 5,000 square foot interior lot.

Significance: This property has a bungalow style partially contributing residential building along with a contributing garage, both constructed circa 1925 in the Norhill Historic District.

Proposal: Alteration – Remove and replace 13 windows

The applicant proposes to remove and replace 13 windows with like-for-like material.

- All windows; Acclaim Double Hung; Flat Still Base Frame
- 101: Location: living room length: 34" Frame Height: 57"
- 102 & 103: Location: living room length 30" Frame Height: 57"
- 104 & 105: Location: dining room length: 30" Frame height: 57"
- 106: Location: kitchen: 30" frame height: 38"
- 107 & 108 Location: primary bedroom length: 30" Frame height: 57"
- 109 Location: bathroom length: 28" frame height: 40"
- 110 & 111 Location: front room length: 30" frame height: 57"
- 112 & 113 Location: front room length: 34" frame height: 57"

Public Comment: No public comment received.

Civic Association: No comment received.

Recommendation: Approval

HAHC Action: -



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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:

S D NA

S - satisfies D - does not satisfy NA - not applicable

- | S | D | NA | |
|-------------------------------------|--------------------------|--------------------------|---|
| ☒ | ☐ | ☐ | (1) The proposed activity must retain and preserve the historical character of the property; |
| ☒ | ☐ | ☐ | (2) The proposed activity must contribute to the continued availability of the property for contemporary use |
| ☒ | ☐ | ☐ | (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; |
| ☒ | ☐ | ☐ | (4) The proposed activity must preserve the distinguishing qualities or character of the building, structure, object or site and its environment; |
| ☒ | ☐ | ☐ | (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; |
| ☒ | ☐ | ☐ | (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; |
| ☒ | ☐ | ☐ | (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; |
| ☒ | ☐ | ☐ | (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; |
| ☒ | ☐ | ☐ | (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; |
| ☒ | ☐ | ☐ | (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. |



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DISTRICT MAP





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CURRENT PHOTO





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CONTEXT AREA





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CURRENT PHOTOS





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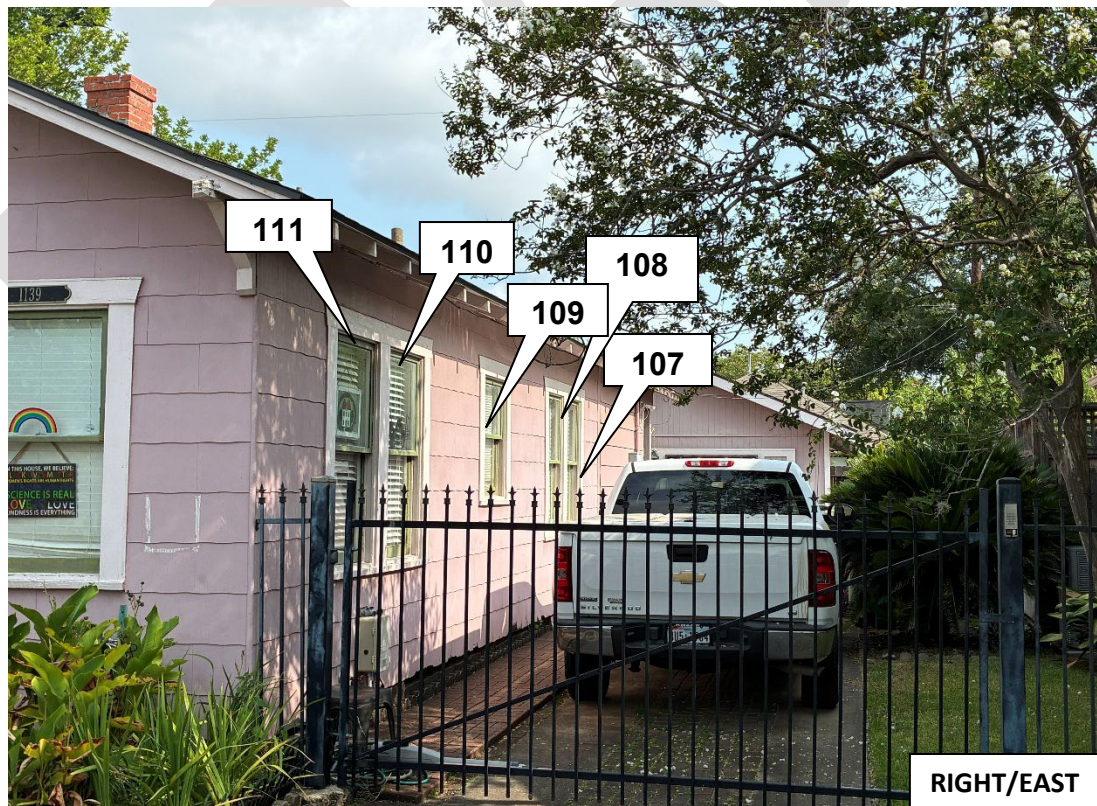
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PHOTOS CONTINUED





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INTERNAL PHOTOS OF WINDOWS





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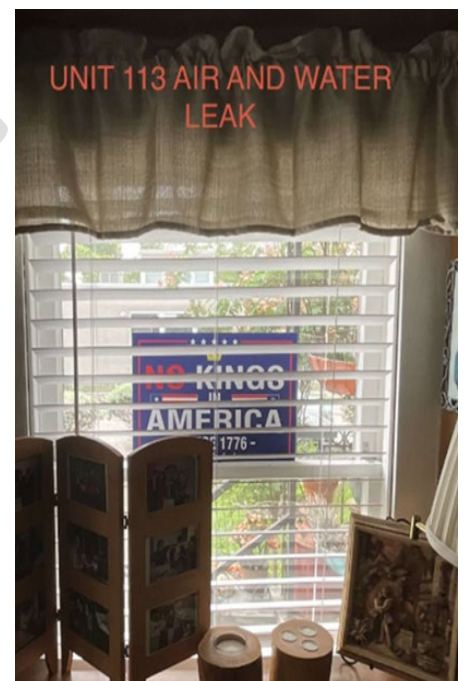
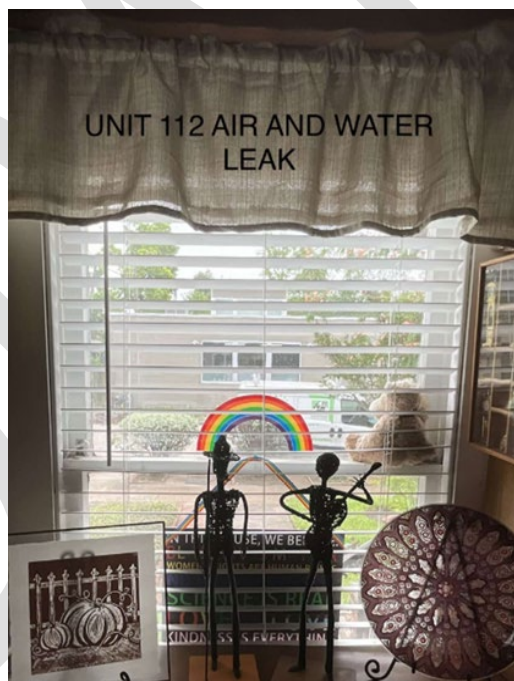
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INTERNAL PHOTOS OF WINDOWS CONTINUED



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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
101	Wood	1/1	DH	34x57	Recessed	Original	
102	Wood	1/1	DH	30x57	Recessed	Original	
103	Wood	1/1	DH	30x57	Recessed	Original	
104	Wood	1/1	DH	30x57	Recessed	Original	
105	Wood	1/1	DH	30x57	Recessed	Original	
106	Wood	1/1	DH	30x57	Recessed	Original	
107	Wood	1/1	DH	30x57	Recessed	Original	
108	Wood	1/1	DH	30x57	Recessed	Original	
109	Wood	1/1	DH	28x40	Recessed	Original	

DAMAGE TO EXISTING WINDOWS

Window	Describe Damage
Ex. A1	Glass is broke, window is inoperable, rail is rotten, and frame is broken
101	Air & Water leaks
102	Air & Water leaks
103	Air & Water leaks
104	Air & Water leaks
105	Air & Water leaks
106	Air & Water leaks
107	Air & Water leaks
108	Air & Water leaks
109	Air & Water leaks

PROPOSED WINDOW SCHEDULE

Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Brand/Vendor	Other
Ex. A1	Wood	1/1	DH	32 x 66	Recessed	Flugem	
101	Fibrex	1/1	DH	34x57	Insert	RBA	
102	Fibrex	1/1	DH	30x57	Insert	RBA	
103	Fibrex	1/1	DA	30x57	Insert	RBA	
104	Fibrex	1/1	DH	30x57	Insert	RBA	
105	Fibrex	1/1	DH	30x57	Insert	RBA	
106	Fibrex	1/1	DH	30x57	Insert	RBA	
107	Fibrex	1/1	DH	30x57	Insert	RBA	
108	Fibrex	1/1	DH	30x57	Insert	RBA	
109	Fibrex	1/1	DH	28x40	Insert	RBA	

- 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	OH	32 x 66	Recessed	Original	No
110	Wood	1/1	OH	30x57	Recessed	Original	
111	Wood	1/1	OH	30x57	Recessed	Original	
112	Wood	1/1	OH	34x57	Recessed	Original	
113	Wood	1/1	OH	34x57	Recessed	Original	

DAMAGE TO EXISTING WINDOWS

Window	Describe Damage
Ex. A1	Glass is broke, window is inoperable, rail is rotten, and frame is broken
110	Air & Water leaks
111	Air & Water leaks
112	Air & Water leaks
113	Air & Water leaks

PROPOSED WINDOW SCHEDULE

Window	Material	Lite Pattern	Style	Dimensions	Recessed/Inset	Brand/Vendor	Other
Ex. A1	Wood	1/1	OH	32 x 66	Recessed	Plygem	
110	Fibrex	1/1	OH	30x57	Insert	RBA	
111	Fibrex	1/1	OH	30x57	Insert	RBA	
112	Fibrex	1/1	OH	34x57	Insert	RBA	
113	Fibrex	1/1	OH	34x57	Insert	RBA	

- 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

101 Living

34"	57"
33-1/2"	57-1/4"

Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional
Checkrail, Exterior White, Interior White **Performance Calculator:** PG
Rating: 40 | DP Rating: + 40 / - 40 **Glass:** All Sash: High Performance
SmartSun Glass, No Pattern **Hardware:** White **Screen:** TruScene, Full
Screen **Grille Style:** No Grille **Misc:** S/P Window Trim EXT. or INT., S/P
Window Trim EXT. or INT., S/P Window Trim EXT. or INT., S/P Window Trim
EXT. or INT., S/P Window Trim EXT. or INT., S/P Window Trim EXT. or INT., S/
P Window Trim EXT. or INT., S/P Window Trim EXT. or INT., S/P Window Trim
EXT. or INT., S/P Window Trim EXT. or INT., S/P Window Trim EXT. or INT., S/
P Window Trim EXT. or INT., S/P Window Trim EXT. or INT., S/P Window Trim
EXT. or INT., S/P Window Trim EXT. or INT., S/P Window Trim EXT. or INT.,
R&R Window or Door Treatment (Not Responsible for Fit of Existing
Treatment), R&R Window or Door Treatment (Not Responsible for Fit of
Existing Treatment) **Construction:** ADD ON R&R Window or Door Treatment
(1), S/P Window Trim EXT. (1) **Material:** 3" Screws (Bag) 1000 RBA pART #
9036702-PKG (1), Flat Trim - White 12' RBA Part # 7501671-001 (2), DG
Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2), Caulk -
Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1), Window / Door
Flashing Tape 4" Wide (1), Tytan Foam ALLPRO DISTRIBUTORS Part # 793
(1), 1/16" Shims (Box) 2,000 RBA Part # 7500653-PKG (1), Masking Tape
1.55" x 165' for Caulk lines (1)



102	Living	30"	57"	Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White Performance Calculator: PG Rating: 40 DP Rating: + 40 / - 40 Glass: All Sash: High Performance SmartSun Glass, No Pattern Hardware: White Screen: TruScene, Full Screen Grille Style: No Grille Misc: R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment), R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment) Construction: ADD ON R&R Window or Door Treatment (1), S/P Window Trim EXT. (1) Material: Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1), F-Trim - White 12' RBA Part # 9174077 (2), DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2), Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1)
		29-5/8"	57-1/4"	



103 Living

30"

57"

29-5/8"

57-1/4"

Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White **Performance Calculator:** PG Rating: 40 | DP Rating: + 40 / - 40 **Glass:** All Sash: High Performance SmartSun Glass, No Pattern **Hardware:** White **Screen:** TruScene, Full Screen **Grille Style:** No Grille **Misc:** R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment), R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment) **Construction:** ADD ON R&R Window or Door Treatment (1), S/P Window Trim EXT. (1) **Material:** Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1), Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1), F-Trim - White 12' RBA Part # 9174077 (2), DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2)



104 Dining

30"

57"

29-5/8"

57-1/8"

Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White **Performance Calculator:** PG Rating: 40 | DP Rating: + 40 / - 40 **Glass:** All Sash: High Performance SmartSun Glass, No Pattern **Hardware:** White **Screen:** TruScene, Full Screen **Grille Style:** No Grille **Misc:** R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment), R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment) **Construction:** ADD ON R&R Window or Door Treatment (1), S/P Window Trim EXT. (1) **Material:** F-Trim - White 12' RBA Part # 9174077 (2), Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1), DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2), Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1)



105 Dining

30"

57"

29-5/8"

57-1/8"

Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White **Performance Calculator:** PG Rating: 40 | DP Rating: + 40 / - 40 **Glass:** All Sash: High Performance SmartSun Glass, No Pattern **Hardware:** White **Screen:** TruScene, Full Screen **Grille Style:** No Grille **Misc:** R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment), R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment) **Construction:** ADD ON R&R Window or Door Treatment (1), S/P Window Trim EXT. (1) **Material:** DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2), F-Trim - White 12' RBA Part # 9174077 (2), Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1), Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1)



106 Kitchen

30"

38"

29-7/16" 37-1/8"

Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White **Performance Calculator:** PG Rating: 40 | DP Rating: + 40 / - 40 **Glass:** All Sash: High Performance SmartSun Glass, No Pattern **Hardware:** White **Screen:** TruScene, Full Screen **Grille Style:** No Grille **Misc:** R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment), R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment) **Construction:** ADD ON R&R Window or Door Treatment (1), S/P Window Trim EXT. (1) **Material:** Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1), Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1), DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (1), F-Trim - White 12' RBA Part # 9174077 (1)



107	Primary Bedroom	30"	57"	Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White Performance Calculator: PG Rating: 40 DP Rating: + 40 / - 40 Glass: All Sash: High Performance SmartSun Glass, No Pattern Hardware: White Screen: TruScene, Full Screen Grille Style: No Grille Misc: R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment), R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment) Construction: ADD ON R&R Window or Door Treatment (1), S/P Window Trim EXT. (1) Material: Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1), F-Trim - White 12' RBA Part # 9174077 (2), Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1), DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2)
		29-5/8"	57-1/8"	



108	Primary Bedroom	30"	57"	Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White Performance Calculator: PG Rating: 40 DP Rating: + 40 / - 40 Glass: All Sash: High Performance SmartSun Glass, No Pattern Hardware: White Screen: TruScene, Full Screen Grille Style: No Grille Misc: R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment), R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment) Construction: ADD ON R&R Window or Door Treatment (1), S/P Window Trim EXT. (1) Material: F-Trim - White 12' RBA Part # 9174077 (2), Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1), Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1), DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2)
29-5/8"	57-1/8"			



109 Bathroom 28" 40"
27-7/8" 40-1/2"

Window: Acclaim™ Double-Hung (DG), 1:1, Travel Calculation Unavailable, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White
Performance Calculator: PG Rating: 40 | DP Rating: + 40 / - 40 **Glass:** All Sash: High Performance SmartSun Glass, Obscure, Tempered Glass
Hardware: White **Screen:** TruScene, Full Screen **Grille Style:** No Grille **Misc:** None **Construction:** ADD ON R&R Window or Door Treatment (1), MOD CUTBACK SOLID SURFACE (1), S/P Window Trim EXT. (1) **Material:** DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2), Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1), F-Trim - White 12' RBA Part # 9174077 (2), Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1)



110 Front Room 30" 57"
29-5/8" 57-1/8"

Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White **Performance Calculator:** PG Rating: 40 | DP Rating: + 40 / - 40 **Glass:** All Sash: High Performance SmartSun Glass, No Pattern **Hardware:** White **Screen:** TruScene, Full Screen **Grille Style:** No Grille **Misc:** R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment), R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment) **Construction:** ADD ON R&R Window or Door Treatment (1), S/P Window Trim EXT. (1) **Material:** Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1), Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1), DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2), F-Trim - White 12' RBA Part # 9174077 (2)



111 Front Room 30" 57"
29-5/8" 57-1/8"

Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White **Performance Calculator:** PG Rating: 40 | DP Rating: + 40 / - 40 **Glass:** All Sash: High Performance SmartSun Glass, No Pattern **Hardware:** White **Screen:** TruScene, Full Screen **Grille Style:** No Grille **Misc:** R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment), R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment) **Construction:** ADD ON R&R Window or Door Treatment (1), S/P Window Trim EXT. (1) **Material:** Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1), F-Trim - White 12' RBA Part # 9174077 (2), Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1), DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2)



112 Front Room 34" 57"
35-5/8" 57-1/8"

Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White **Performance Calculator:** PG Rating: 40 | DP Rating: + 40 / - 40 **Glass:** All Sash: High Performance SmartSun Glass, No Pattern **Hardware:** White **Screen:** TruScene, Full Screen **Grille Style:** No Grille **Misc:** R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment), R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment) **Construction:** ADD ON R&R Window or Door Treatment (1), S/P Window Trim EXT. (1) **Material:** Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1), Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1), DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2), F-Trim - White 12' RBA Part # 9174077 (2)



113 Front Room 34" 57"
35-1/2" 57-1/8"

Window: Acclaim™ Double-Hung (DG), 1:1, Flat Sill, Base Frame, Traditional Checkrail, Exterior White, Interior White **Performance Calculator:** PG Rating: 40 | DP Rating: + 40 / - 40 **Glass:** All Sash: High Performance SmartSun Glass, No Pattern **Hardware:** White **Screen:** TruScene, Full Screen **Grille Style:** No Grille **Misc:** R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment), R&R Window or Door Treatment (Not Responsible for Fit of Existing Treatment) **Construction:** ADD ON R&R Window or Door Treatment (1), S/P Window Trim EXT. (1) **Material:** Tytan Foam ALLPRO DISTRIBUTORS Part # 793 (1), DG Only & Specialty to DG L-Trim White 12' RBA Part # 9167849 (2), F-Trim - White 12' RBA Part # 9174077 (2), Caulk - Paintable - Antique White 10.1 OZ. RBA Part # 9105774 (1)





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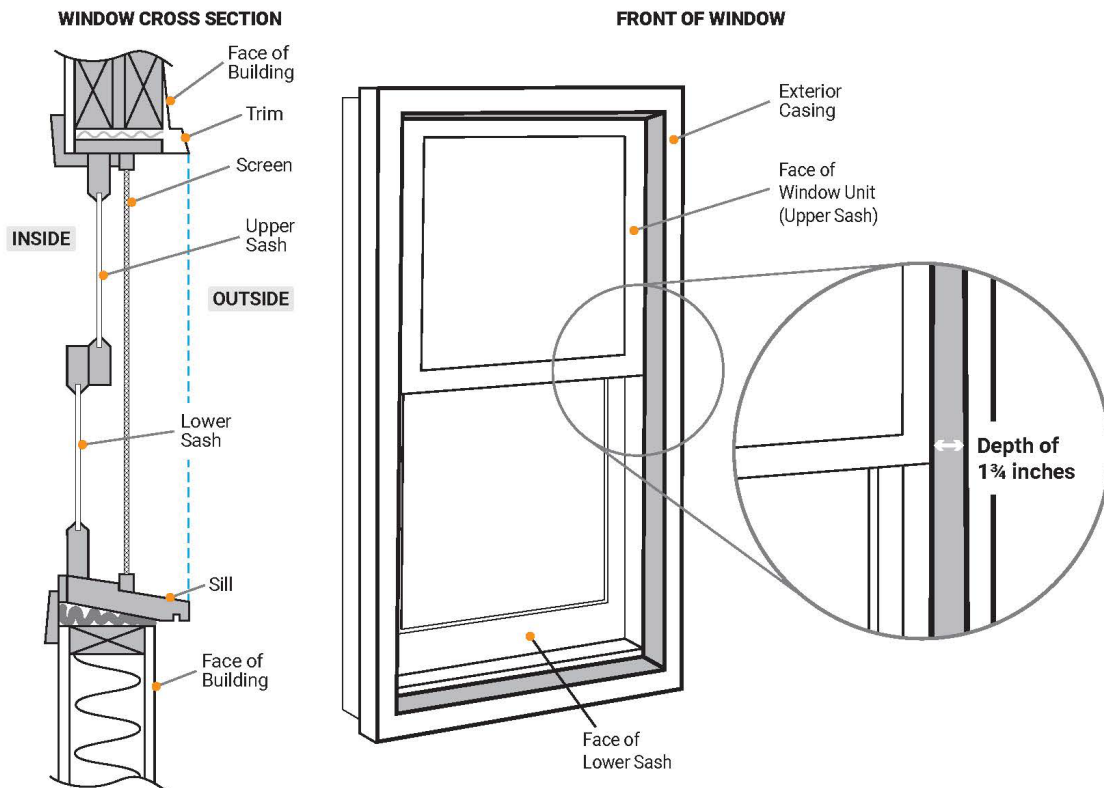
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ATTACHMENT A – WINDOW DIAGRAM



Historic Window Standard: New Construction & Replacement



Minimum 1³/₄ inch Inset

- Depth from Exterior Casing to the Face of the Window Unit (Upper Sash)
- Windows must be 1-over-1 (equally horizontally divided)
- 1³/₄ inch minimum inset for Fixed Window

For more information contact: Houston Office of Preservation

☎ 832-393-6556

✉ historicpreservation@houstontx.gov