



Agenda Report

Agenda of: December 17, 2025

Department: Community Development Department

Subject: Certificate of Appropriateness – 505 Houston Street

Applicant

Conflict and Development Foundation
Representative: Joseph King

Zoning / Historic Status

- **Zoning:** Historic Estate (HE)
- **Year Built:** ca. 1811–1847
- **Historic Surveys:** THC 1969 Survey; THC 2002 Resource
- **Architectural Style:** Alsatian

Request

The applicant is requesting a Certificate of Appropriateness (COA) for exterior alterations to the historic structure located at 505 Houston Street. The proposed work includes window and shutter elements and repairs to stone and stucco wall surfaces.

Review Summary

The Historic Preservation Officer reviewed the application and plans for compliance with City Ordinance Nos. 2017-004 and 2017-005 and the Overlay Design Guidelines for Historic Properties. The application **meets all Certificate of Appropriateness submission requirements**.

Based on the review, the HPO recommends approval **with conditions**, including the following key items:

- **Windows and Shutters:** Shutters must be appropriately sized so that they are capable of covering the window opening when closed, consistent with the Design Guidelines.
- **Siding and Wall Surfaces:**
 - Remove any non-original mortar or cement plaster.
 - Replace mortar to match the original in composition, color, and profile.
 - Avoid Portland cement plaster, as it may damage historic stone.
 - Use a soft limestone plaster where appropriate to maintain historic integrity.

A written response letter addressing all HPO comments is required with any revised or subsequent submittals.

Staff Recommendation

Approve the Certificate of Appropriateness for 505 Houston Street, subject to the conditions outlined in the Historic Preservation Officer's Letter of Recommendation dated December 5, 2025.

Recommended Motion

I move to approve the Certificate of Appropriateness for 505 Houston Street, subject to the conditions as discussed.