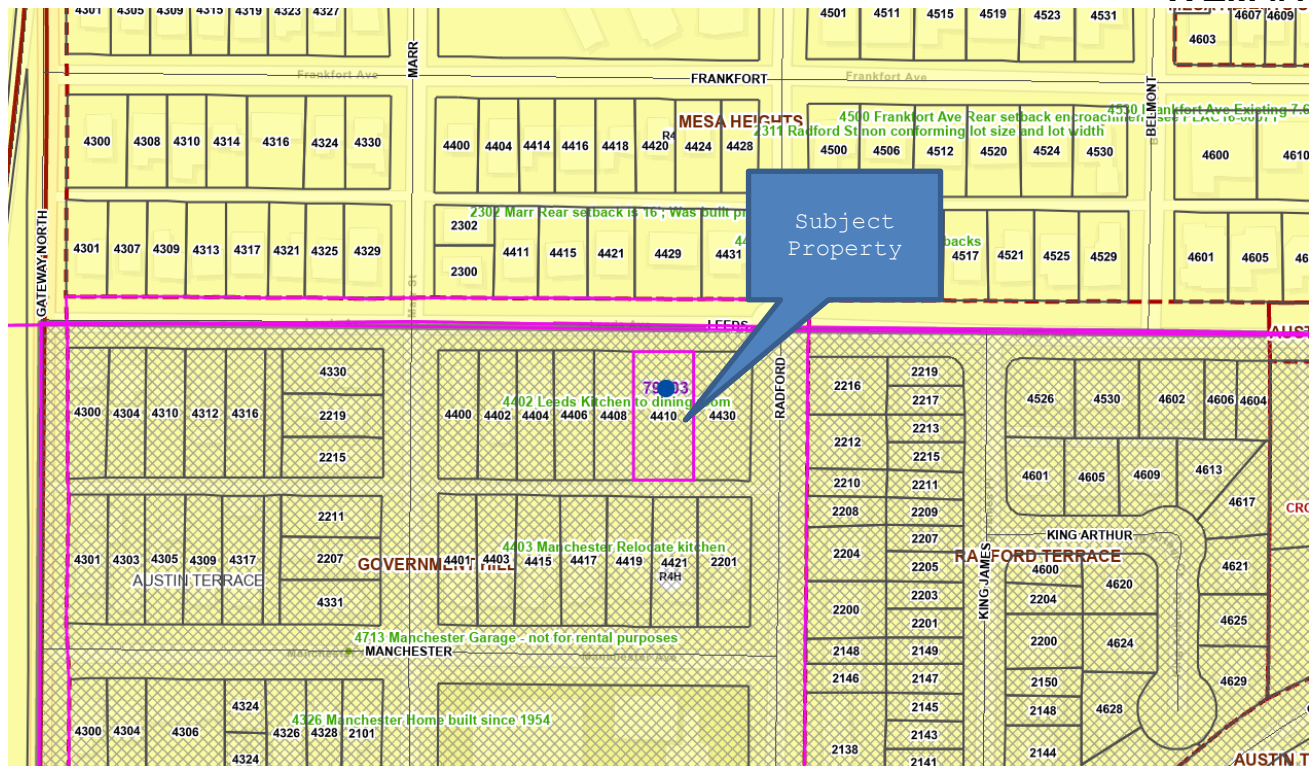




**PHAP25-00021**

**Date:** July 10, 2025  
**Application Type:** Certificate of Appropriateness  
**Property Owner:** Martha Jordan  
**Representative:** Karla Terrazas  
**Legal Description:** 83 Government Hill 20 to 22 (12375 SQ FT), City of El Paso, El Paso County, Texas  
**Historic District:** Austin Terrace  
**Location:** 4410 Leeds Avenue  
**Representative District:** #2  
**Existing Zoning:** R-4/H (Residential/Historic)  
**Year Built:** 1951  
**Historic Status:** Non-Contributing  
**Request:** Certificate of Appropriateness for installation of new windows  
**Application Filed:** 6/12/2025  
**45 Day Expiration:** 7/27/2025

**ITEM #1**



**GENERAL INFORMATION:**

The applicant seeks approval for:

Certificate of Appropriateness for installation of new windows

**STAFF RECOMMENDATION:**

The Historic Preservation Office recommends APPROVAL WITH A MODIFICATION of the proposed scope of work based on the following recommendations:

*The Design Guidelines for El Paso's Historic Districts, Sites, and Properties* recommend the following:

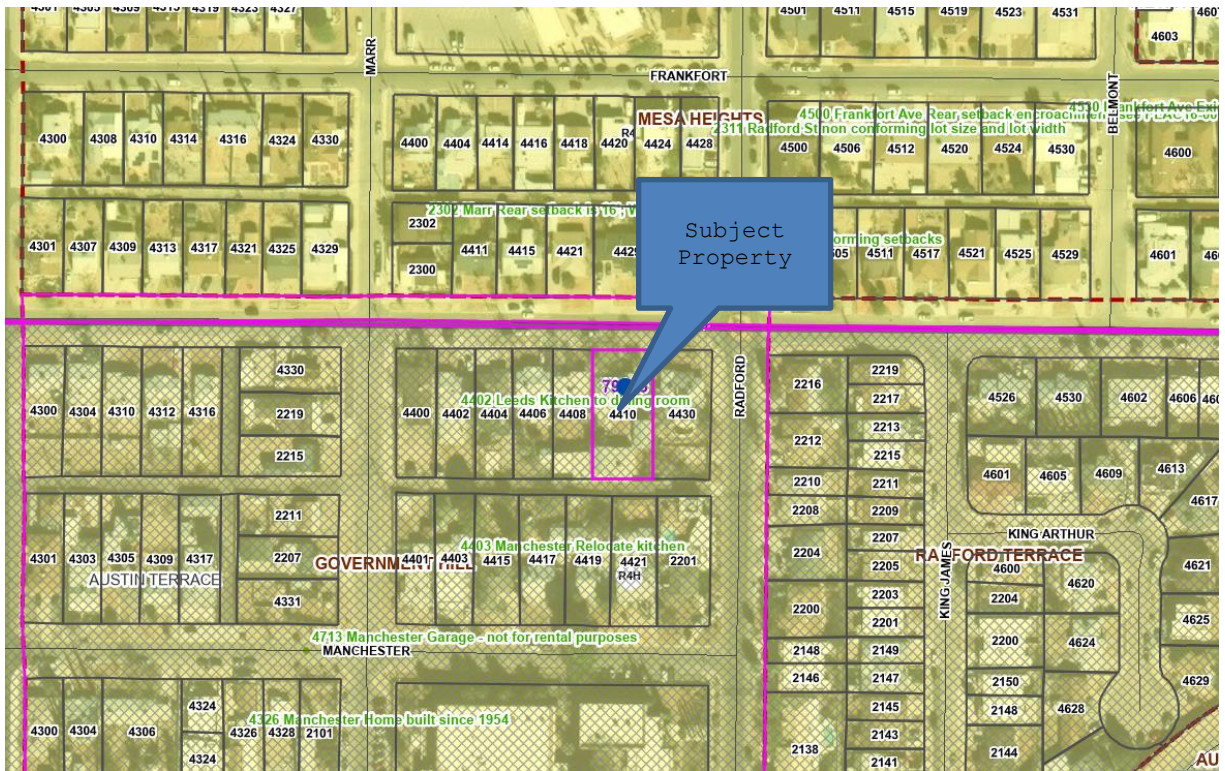
- *Doors and windows are considered important character-defining features because of significant detailing. When windows are involved in the construction process it is recommended to repair rather than replace. In many cases this will entail only the replacement of a broken sash cord, new weather stripping, removing old paint and repainting.*
- *Retain and preserve the pattern, arrangement, and dimensions of door and window openings on principal elevations. Often the placement of doors and windows is an indicator of a particular architectural style, and therefore contributes to the building's significance. Doors and windows for new construction and additions should be compatible in proportion, location, shape, pattern, size, and details to existing units.*
- *Retain and preserve original doors and windows, including such elements as sash, glass, sills, lintels, casings, muntins, trim, frames, thresholds, hardware and shutters. If repair of an original window or door element is necessary, repair only the deteriorated element to match the original in size, composition, material, dimension, and detail by patching, splicing, consolidating, or otherwise reinforcing the deteriorated section. The removal of historic materials should be avoided.*
- *When repair is not feasible, door and window products will be reviewed on an individual basis using the following criteria:*
  - a. Architectural and historical compatibility*
  - b. Comparison to original profile*
  - c. Level of significance of original doors and windows to the architectural style of the building.*
  - d. Three dimensional exterior applied muntins that simulate or match the original muntins may be approved. Single dimension interior applied muntins are not appropriate.*

*The Secretary of the Interior's Standards for Rehabilitation* recommend the following:

- *The historic character of a property shall be retained and preserved. The removal of historic materials or alteration of features and spaces that characterize a property shall be avoided.*
- *New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new work will be differentiated from the old and will be compatible with the historic materials, features, size, scale and proportion, and massing to protect the integrity of the property and its environment.*

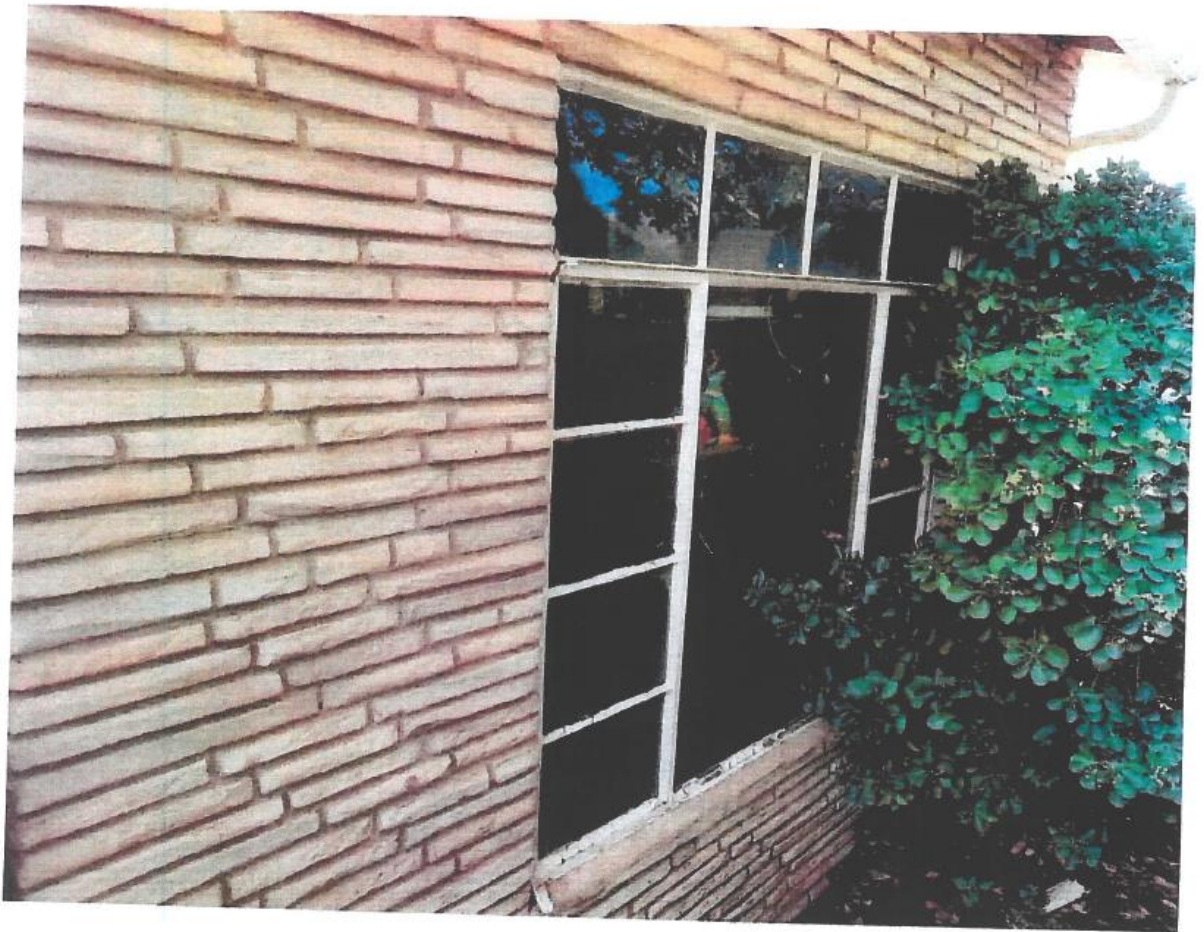
*The modification is that the new windows match the existing or historic windows.*

## AERIAL MAP





EXISTING WINDOW TYPE



#1

external Grids

## PROPOSED WINDOW TYPE

Sales Person:



Customer Acknowledgement
Quote Date
Date Ordered
Quote Not Ordered

Dealer Name:

765430 WINDOW WORLD OF SW TX LLC-005-765430

**Bill To:**  
WINDOW WORLD OF SW TX LLC  
4800 N MESA  
EL PASO, TX 79912

**Ship To:**  
WINDOW WORLD OF SW TX LLC  
4580 DONIPHAN  
EL PASO, TX 79922

Order Notes:

Delivery Notes:

Phone: (915) 533-8227 Fax:

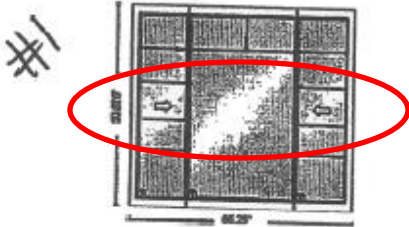
Quote Name:  
Jordan Martha

Project Name:  
Jordan Martha

QUOTE #	RUSH	STATUS	PO #
4078973	No		195-11979

Line Item #	Qty	Width	Height	U	Description
1	1	66.25"	59.875"	127	



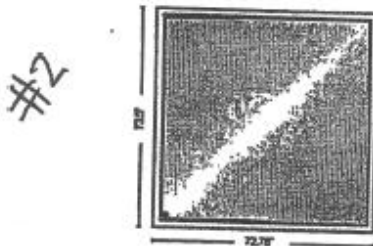
3A03-Mezzo XOX 66 1/4 x 59 7/8  
Frame Width = 66.25, Frame Height = 59.875, Sash Split  
= 1/4 - 1/2 - 1/4  
Option Level = Good, Operation / Venting = XOX  
Frame Option = Stucco, Steel Reinforcement  
Frame Color = White, Exterior Finish = No Exterior Finish  
ClimaTech Elite Extreme, Double Strength, Tempered  
Lock Height = Standard Lock Height  
Standard Screen  
U-Factor = 0.29, CR = 59, SHGC = 0.14, VT = 0.29, CPD  
= ASO-A-90-59926-00001  
Foam Wrap, Net Overall  
**Line Item Notes:**

external  
Grids

Comment / Room:  
F DIN 1

Silver AAMA Label ONLY

Line Item #	Qty	Width	Height	U	Description
2	1	72.75"	73.5"	147	



3A04-Mezzo Picture 72 3/4 x 73 1/2  
Frame Width = 72.75, Frame Height = 73.5  
Option Level = Good, Operation / Venting = Picture  
Frame Option = Standard Block Frame, Composite  
Reinforcement  
Frame Color = White, Exterior Finish = No Exterior Finish  
ClimaTech Elite Plus Extreme, Double Strength,  
Tempered  
U-Factor = 0.27, CR = 61, SHGC = 0.15, VT = 0.31, CPD  
= ASO-A-91-15416-00001  
Header Expander, Foam Wrap, Net Overall  
**Line Item Notes:**

NO  
Grids

Comment / Room:  
F DIN 2