

New York, September 17th, 1925.

HOUSTON NEGRO HOSPITAL

W. W. Moore, Esq.,
806 Main Street,
Houston, Texas.

Dear Sir:-

Referring to Mr. Sinclair's letter of September 10th, which accompanied the tentative plans prepared in Mr. Sullivan's office, after carefully reviewing these plans, I find little to offer in the way of suggestions as (to the extent my knowledge of the requirements goes) they now seem to have been quite thoroughly worked out. However, there are a few points to which I wish to invite Mr. Sullivan's further consideration, such being indicated by numbers on the blue prints being returned herewith. Before entering into this, I wish to call your attention and his to the following:

- (a) My conclusion is that the name "Houston Negro Hospital" should stand and that provisions for so lettering the building should be made. My reasoning is that whether the plan we had in mind for the hospital to be manned and operated, or the alternative operated by the city or otherwise, it has been dedicated to a definite race and purpose; hence the name.
- (b) Consideration should now be given to the question of whether agreement with the city as to the rights and use of the property should be made prior to or following the call for bids. My thought is that when the plans are prepared and before submitting to contractors, they should be shown to the Mayor and the Commissioners, and the assignment of the property and the city's continuing obligation applying to sanitary sewers, water, improving streets, curbs, sidewalks, planting and improving grounds be agreed upon, this regardless of which plan may be adopted or later modified.
- (c) Having the above in mind, it would seem highly desirable to have a carefully thought out ground plan prepared, showing roughly where the planting, Shrubbery, location of present and prospective buildings

and probably (as a guide to others in future) showing on the same plan the first floor and window heights above the sidewalk. This leads to -

- 1 & 2 - Unless planting is contemplated around the curve, the space assigned to No. 1 should be contracted to conform with the length of the building, this bearing in mind that the gates will probably be open most of the time during the day, and as the building is rather long, it seems to me the openings might be contracted so that the view from the gates would be ~~to~~ the side of the building rather than across the end and thru the grounds. In like manner, I am not clear as to whether the distance between the building and property lines (which I take to be fifty (50) feet) is the best distance adapted for the purpose. There should be sufficient space but not more than is actually needed.
 - 3 - It further seems to me that there should be an entrance on Holman as well as Paige and Ennis Streets, and a walk extended through to a gate on Holman with posts the same as apply to the latter streets. I take it the revised ground plan will show the large trees on the property.
 - 4 - No street should be shown as passing through the property.
 - 5 - Owing to the type of window being used, it seems very important that a clearance of not less than seven (7) feet apply between the sidewalk and the bottom of the window. This will, of course, have bearing on the first floor level or call for steps up to the pavilions when such are constructed.
 - 6 - This involves the question mentioned above.
- 7 to 14 inclusive - Suggested as more desirable swing for doors. A double door for No. 10 would seem more satisfactory considering the limited amount of room in the diet kitchen.
- 15 - The location of this door being so near the dining room strikes me as objectionable; however, I am not sufficiently clear on the plumbing and other arrangements above or below to know whether moving to the right or changing the location of the shower, etc. to the left wall may apply. If this service is intended entirely

for the staff, it may be that an opening through the office would eliminate the objection; however, I will pass this and defer to Mr. Sullivan's judgment.

- 16 - I note these openings are not in line with the center of the porch or the arch at each side of the main entrance and I assume that on account of some architectural feature this is not permissible; however, from a layman's standpoint, it would seem to be desirable to have a direct view through these openings.

There is one point that I believe has been overlooked in our discussions heretofore and that is providing an incinerator, which it would seem to me would be highly desirable if it conforms with what is deemed to be best hospital practice.

I assume, of course, that in redrafting the floor plans as applied to the wards, the location of the bed and stand will be indicated in order that the contractors or those called on to equip the building will conform with the idea that we have in view providing a window for each cot.

re So far as I can see, there should be no occasion to submit prints to me until they are in final form.

Yours very truly,

(Sgd) J.S.Cullinan

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