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**Regarding:** 1210 Jenifer Street – Third Lake Ridge Historic District – Replacement of windows. 6th Ald. District  
**Contact:** Matt Spransy  
(Legistar #27956)

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**Date:** October 15, 2012  
**Prepared By:** Amy Scanlon, Preservation Planner

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**General Information:**

The Applicant is requesting a Certificate of Appropriateness for the replacement of windows at 1335 Jenifer. The Applicant started work before a permit was issued.

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**Relevant Landmarks Ordinance sections:**

33.19(11)(i) Guideline Criteria for Exterior Alteration in the Third Lake Ridge Historic District - Parcels Zoned for Residential Use.

1. Alteration of any existing structure shall be evaluated according to all criteria listed in Sec. 33.19(11)(g).
2. Alteration of the surface material, pattern and texture in the facade(s) of any existing structures shall be compatible with the original or existing historical finishes.
3. Alteration of any existing structure shall retain or be compatible with the original or existing historical rhythm of masses and spaces.
4. Alteration of any existing structure shall retain the existing historical landscape plan or shall develop a new plan which is compatible with the plans of the buildings and environment within its visually related area.
5. Alteration of the street facade(s) of any existing structure shall retain the original or existing historical proportional relationships of door sizes to window sizes.

33.19(11)(g) Guideline Criteria for Exterior Alteration in the Third Lake Ridge Historic District - Parcels Zoned for Commercial Use.

1. Alterations of the height of any existing structure shall be visually compatible with the buildings and environment within its visually related area.
  2. Alterations of the street facade(s) of any existing structure shall retain the original or existing historical rhythm of solids and voids.
  3. Alterations of the street facade(s) of any existing structure shall retain the original or existing historical materials.
  4. Alterations of the roof of any existing structure shall retain its existing historical appearance.
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**Staff Comments and Recommendations:**

Staff believes that replacement of wood windows does not meet the Ordinance (33.19(11)(g)3.). While window replacements have been approved for other properties, the Landmarks Commission is charged with reviewing the unique conditions of each property. The Landmarks Commission typically requests that property owners repair the original windows and install weather-stripping and storm windows before requesting replacement. Because work started before a Certificate of Appropriateness was approved, the Commission is reviewing submission materials that show replacement windows in place.

Staff asked the Applicant to provide photos showing the condition of the existing window sash, the quantity of wood windows proposed for replacement, the quantity and location of the windows that are proposed for replacement, and product information for the replacement window at the meeting. Staff cannot provide a recommendation until the additional information is provided.