

LANDMARKS ORDINANCE REVIEW COMMITTEE
SAMPLE DRAFT ORDINANCE TABLE – WINDOWS AND DOORS
 December 15, 2020

Maintenance. All structures in historic districts are required to be maintained pursuant to Sec. 41.14. The highest priority of this ordinance is on the proper proactive and continued maintenance to preserve the integrity of the structure utilizing the least degree of intervention. This section provides standards for building maintenance. Work beyond the level described below, as determined by the Preservation Planner, shall be considered a repair and be governed by the Standards for Repair section (Sec 41.xx).

Repairs. This section provides standards for building repair when the scope of a project exceeds normal on-going maintenance and a limited amount of repair of any exterior element is necessary. Work beyond the level described below, as determined by the Preservation Planner, shall be considered an alteration and be governed by the Standards for Alterations section (Sec 41.xx).

Alterations. Alterations are defined as any change to any portion of the exterior of a building or site that replaces existing materials or changes its appearance. This section provides standards for building alterations.

Note that the “General” standards at the beginning of each section apply to each subtopic below it.

WINDOWS + DOORS	MAINTENANCE	REPAIRS	ALTERATIONS	ADDITIONS	NEW CONSTRUCTION
GENERAL	<p style="text-align: center;"><u>Requirements</u></p> <p>a. The wood or metal which comprises the window or door jamb, sash, and trim shall be protected and maintained through appropriate treatments.</p> <p style="text-align: center;"><u>Guidelines</u></p> <p>a. Appropriate treatments for wood and metal window or door components typically involve cleaning, paint removal, and reapplication of protective coating systems.</p> <p>b. Windows and doors should be made weathertight by re-caulking gaps in fixed joints and</p>	<p style="text-align: center;"><u>Requirements</u></p> <p>a. Deteriorated or broken components or features shall be repaired.</p> <p>b. Replacement in kind or with a compatible substitute materials shall be used when materials or features are deteriorated beyond repair or missing.</p> <p style="text-align: center;"><u>Guidelines</u></p> <p>a. Replacement materials should match any surviving prototypes, such as sash, sills, hardware, or shutters, and be of similar design, color, scale, architectural appearance, and other visual qualities.</p>	<p style="text-align: center;"><u>Requirements</u></p> <p>(a) Openings a. Historic/original openings in walls above the foundation level visible from the street shall not be filled.</p> <p>b. A limited number of openings in walls above the foundation not visible from the street may be filled in a manner that retains the original opening pattern and size, and is similar in design, color, scale, architectural appearance, and other visual qualities of the surrounding wall.</p> <p>c. New window openings may be added to elevations not visible from the street.</p> <p>d. The new openings and the windows or doors in them shall be compatible with the overall design of the building</p>	<p style="text-align: center;"><u>Requirements</u></p> <p>(a) General a. Openings and the windows or doors in them shall be compatible with the overall design of the historic building.</p> <p>b. The new openings shall have similar dimensions, operation, components, and finish as the historic windows or doors of the structure.</p>	<p style="text-align: center;"><u>Requirements</u></p> <p>(a) General a. Door and window styles should both match the style of the new structure and be compatible with those on historic resources within 200 feet.</p> <p>b. The following materials are prohibited: vinyl; aluminum; glass block, reflective glass; dark glass; plexiglass; doors with a fake wood grain, mill finish or clear anodized aluminum, and other metallic finishes; and faux (decorative/non-functional) hardware.</p>

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	<p>replacing or installing weather-stripping.</p> <p>c. The historic operability of windows or doors should be sustained by lubricating friction points, replacing broken components of the operating system (such as hinges, latches, sash chains or cords), and replacing deteriorated gaskets or insulating units.</p>	<p>b. Glazing putty that has failed should be removed, and new putty should be applied; or, if glass is broken, all putty should be carefully removed, the glass replaced, and re-puttied.</p> <p>c. Weather-stripping, jamb liners, and floor sweeps need to be periodically replaced to keep windows and doors as energy efficient as possible.</p>	<p>(b) Sill and Head Height</p> <p>a. The treatment of the window or door opening shall retain the original opening pattern and size.</p> <p>b. Infilling at the head or jambs is prohibited.</p> <p>c. The new or reconfigured openings shall have similar appearance to the historic windows or doors of the structure.</p> <p>d. The sills of historic window openings on elevations not visible from the street may be raised to serve bathrooms and kitchens.</p> <p style="text-align: center;"><u><i>Guidelines</i></u></p> <p>(a) Openings</p> <p>a. Appropriate approaches to filling windows or doors may include inseting masonry by at least one inch from the face of the wall, adding solid panels, installing closed shutters, and retaining original window trim.</p> <p>b. New openings should have a similar height to width ratio, operation (e.g., double hung, casement, awning, or hopper), components (including sash, muntins, glazing, pane configuration, sills, mullions, casings, brick molds, or trim), and finish as historic windows of the structure.</p> <p>(b) Sill and Head Height</p> <p>a. The reconfigured openings and the windows in them should be compatible with the overall design of the building.</p>		

<p style="text-align: center;">WINDOWS + STORM WINDOWS</p>			<p style="text-align: center;"><u>Requirements</u></p> <p>(d) Windows</p> <p>a. Original decorative windows shall be repaired and retained.</p> <p>b. Only when original windows are too deteriorated to repair may they be replaced with new windows that replicate all design details.</p> <p>c. Replacement shall replicate the dimensions of the window components and any decorative detailing using any available physical evidence or historic documentation as a model to reproduce the feature.</p> <p>d. Compatible substitute materials shall be similar in design, color, scale, architectural appearance, and other visual qualities.</p> <p>e. Replacement multi-light windows shall use true divided lights or simulated divided lights with window grids on the exterior and interior with spacer bars between the panes of glass.</p> <p>f. A historic single-glazed sash may be modified to accommodate insulated glass when it will not jeopardize the soundness of the sash or significantly alter appearance of the window.</p> <p>g. Replacement stained glass and decorative glass windows shall replicate the original windows.</p> <p>h. Incompatible, non-historic windows may be replaced with new windows compatible with the historic character of the building.</p> <p>i. Storm windows shall have a matching or a one-over-one pane configuration that will not obscure the characteristics of the historic windows.</p> <p>j. Storm window frames and trim shall be painted or otherwise coated to match the color of the window.</p>	<p style="text-align: center;"><u>Requirements</u></p> <p>(b) Windows and Storm Windows</p> <p>a. Wood, aluminum clad wood, and steel windows are permitted.</p> <p>b. Aluminum windows are permitted on non-residential buildings and buildings outside the period of significance.</p> <p>c. True divided lights are permitted. Simulated divided lights are permitted with window grids on the exterior and interior the same color as the window sash and spacer bars between the panes of glass.</p> <p>d. Storm windows shall be compatible with the window and the overall design of the building.</p> <p>e. Storm windows shall be wood or aluminum, and in the same color as the entrance door or trim. Metallic finishes are prohibited.</p> <p style="text-align: center;"><u>Guidelines</u></p> <p>(b) Windows and Storm Windows</p> <p>a. Clear or low-e glass may be used, and patterned glass may be used for privacy in bathrooms.</p>	<p style="text-align: center;"><u>Requirements</u></p> <p>(b) Windows and Storm Windows</p> <p>a. Multi-light windows shall have true divided lights or simulated divided lights with muntin grids on the exterior and interior the same color as the window sash.</p>

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			<p>k. Storm windows with mill finish or anodized aluminum are prohibited.</p> <p>l. Windows that are compatible with the historic character of the building may be reinstated in openings that have been filled in with new windows.</p> <p>m. Except in structures constructed outside of the period of significance, vinyl, fiberglass, vinyl or fiberglass clad wood, aluminum, glass block, picture, bay, and bow windows are prohibited.</p> <p style="text-align: center;"><u><i>Guidelines</i></u></p> <p>(d) Windows</p> <p>a. The window material and how the window operates (e.g., double hung, casement, awning, or hopper) are significant, as are its components (including sash, muntins, sash horns, glazing, pane configuration, sills, mullions, casings, brick molds, or trim) and related features, such as shutters should inform compatible window alterations.</p> <p>b. Sash locks, window guards, removable storm windows, and other reversible treatments may be installed to meet safety, security, or energy conservation requirements.</p> <p>c. Storm windows improve energy efficiency and are especially beneficial when installed over wood windows because they also protect them from accelerated deterioration. Interior storm windows can provide energy efficiency while not altering the exterior appearance of the windows on the building.</p> <p>d. Patterned glass may be used for privacy in bathrooms or added to the interior of window glass to provide the appearance of patterned glass.</p>		

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DOORS + STORM DOORS			<p style="text-align: center;"><u>Requirements</u></p> <p>(g) Pedestrian Doors a. Historic entrance doors or those dating from the period of significance may be replaced with a door that blends with the character of the structure when the original is beyond repair.</p> <p>b. Doors shall not have a textured fake wood grain.</p> <p>c. Storm doors shall be full-light or full-view, wood or aluminum, in the same color as the entrance door or trim, and shall be compatible with the entrance door and the overall design of the building.</p> <p style="text-align: center;"><u>Guidelines</u></p> <p>(g) Pedestrian Doors a. Aluminum clad wood, aluminum, and insulated hollow metal entrance doors are an acceptable alternative material if they are similar in design, color, scale, architectural appearance, and other visual qualities of the original doors.</p> <p>b. All doors should be painted, finished with a material that resembles a painted finish, or opaquely stained.</p> <p>c. Storm doors with metal grilles may be approved if they blend with the style of the structure.</p>	<p style="text-align: center;"><u>Requirements</u></p> <p>(c) Entrance Doors and Storm Doors a. Doors shall be compatible with the overall design of the building.</p> <p>b. New door openings shall have a similar height to width ratio, components, and finish as the historic doors of the structure.</p> <p>c. Doors with a fake wood grain, mill finish or clear anodized aluminum, and other metallic finishes are prohibited, except on structures constructed outside of the period of significance.</p> <p>d. Storm doors shall be compatible with the door and the overall design of the building.</p> <p>e. Storm doors shall be full-light or full-view, wood or aluminum, and in the same color as the entrance door or trim.</p> <p style="text-align: center;"><u>Guidelines</u></p> <p>(c) Entrance Doors and Storm Doors a. Aluminum clad wood, aluminum, and insulated hollow metal entrance doors may be approved if they are similar in design, color, scale, architectural appearance, and other visual qualities.</p> <p>b. Storm doors with metal grilles may be approved if they blend with the style of the structure.</p>	<p style="text-align: center;"><u>Requirements</u></p> <p>(c) Entrance Doors and Storm Doors a. Sliding glass doors shall not be installed on the ground floor elevation along any street frontage.</p>
SHUTTERS + AWNINGS					<p style="text-align: center;"><u>Requirements</u></p> <p>d) Shutters a. Shutters shall only be allowed if they are found on historic resources in the district</p>

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					<p>b. Shutters shall be of a size that they appear operable for the associated window.</p> <p>(e) Awnings.</p> <p>a. Awnings will be of a configuration and form consistent with the awnings in the district</p> <p>b. Awning materials shall have the appearance of the materials found on historic resources with awnings</p>
<p>GARAGE DOORS</p>			<p><u>Requirements</u></p> <p><u>Garage Doors</u></p> <p>a. Garage doors shall be similar in design, color, scale, architectural appearance, and other visual qualities prevalent within the historic district.</p> <p>b. Overhead doors shall not have false hinges or hardware applied.</p>	<p><u>Requirements</u></p> <p>(d) Garage Doors</p> <p>a. Garage doors shall be similar in design, color, scale, architectural appearance, and other visual qualities prevalent within the historic district.</p> <p>b. Overhead doors shall not have false hinges or hardware applied.</p> <p><u>Guidelines</u></p> <p>(d) Garage Doors</p> <p>a. More contemporary door styles may be considered if they are simple in style and design</p>	<p><u>Requirements</u></p> <p>(f) Garage Doors</p> <p>a. Overhead doors shall not have false hinges or hardware applied.</p> <p><u>Guidelines</u></p> <p>(f) Garage Doors</p> <p>a. More contemporary door styles may be considered if they are simple in style and design</p>