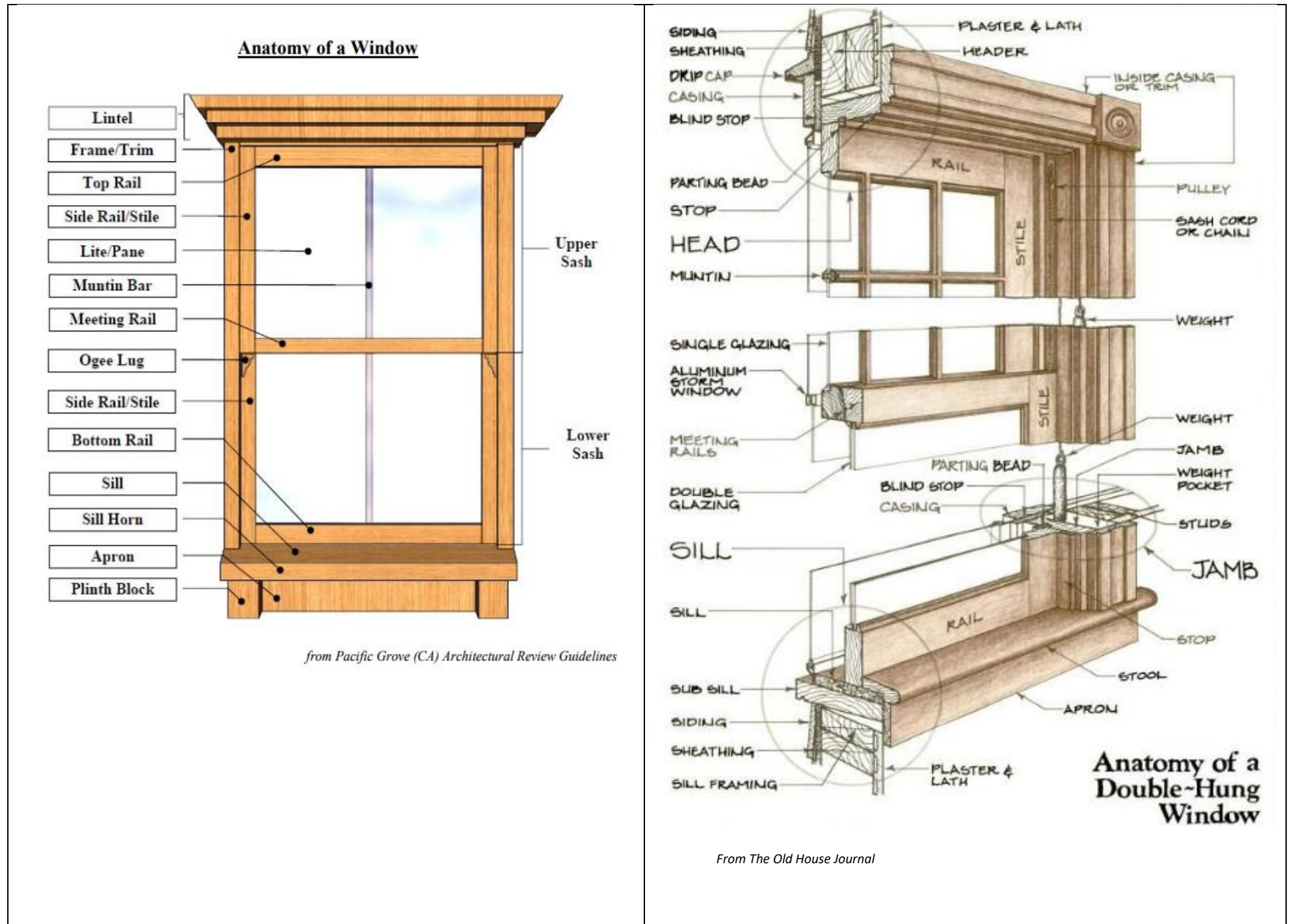


Replacement Window Guidelines for Historic Buildings

For historic wood windows, the following shall be undertaken prior to consideration of replacement:

1. **First, Maintain** distinctive materials, features, finishes and construction techniques or examples of craftsmanship that characterize a property;
2. **Then, Repair** in kind deteriorated historic features rather than replace them whenever possible; and
3. **Finally, Replace** only what is beyond repair and where the severity of deterioration requires replacement.

Typical Historic Wood Window Details



When these alternatives have been considered, the following steps will guide the choice of replacement windows:

- Limited extent. Wholesale replacement of windows should only be considered in cases of failure.
- Match dimension and design, including profile, muntin/mullion pattern, size, stile and rail dimensions. Unusual or ornamental windows shall be retained. If not true divided light, factory-adhered muntins on the exterior are acceptable. Between-the-glass grilles are not acceptable.
- Retain or replicate exterior framing and trim.
- Match existing window style (i.e. double hung, awning, transom, etc). Replacement casement windows are acceptable with a factory-adhered dividing bar (and muntins pattern, as appropriate) to visually replicate the appearance of a double-hung window.

Replacement windows shall be of durable materials. Typically, wooden, clad wooden, and fiberglass windows meet this standard.

Typically, vinyl windows do not meet this standard.