

HISTORIC AND DESIGN REVIEW COMMISSION

October 03, 2018

HDRC CASE NO: 2018-489
ADDRESS: 210 W LYNWOOD
LEGAL DESCRIPTION: NCB 6384 BLK 4 LOT 16 THRU 21
ZONING: R-5 H
CITY COUNCIL DIST.: 1
DISTRICT: Monte Vista Historic District
APPLICANT: Brian Voges
OWNER: Roger & Jacqueline Hill
TYPE OF WORK: Window replacement
APPLICATION RECEIVED: September 14, 2018
60-DAY REVIEW: November 13, 2018
REQUEST:

The applicant is requesting a Certificate of Appropriateness for approval to replace approximately 40 existing six over six wood windows with new aluminum clad wood windows to match the divided lite pattern and dimensions of the existing. Approximately 30 windows are located on the primary structure and approximately 10 windows are located on the rear accessory structure.

APPLICABLE CITATIONS:

6. Architectural Features: Doors, Windows, and Screens

A. MAINTENANCE (PRESERVATION)

- i. *Openings*—Preserve existing window and door openings. Avoid enlarging or diminishing to fit stock sizes or air conditioning units. Avoid filling in historic door or window openings. Avoid creating new primary entrances or window openings on the primary façade or where visible from the public right-of-way.
- ii. *Doors*—Preserve historic doors including hardware, fanlights, sidelights, pilasters, and entablatures.
- iii. *Windows*—Preserve historic windows. When glass is broken, the color and clarity of replacement glass should match the original historic glass.
- iv. *Screens and shutters*—Preserve historic window screens and shutters.
- v. *Storm windows*—Install full-view storm windows on the interior of windows for improved energy efficiency. Storm window may be installed on the exterior so long as the visual impact is minimal and original architectural details are not obscured.

B. ALTERATIONS (REHABILITATION, RESTORATION, AND RECONSTRUCTION)

- i. *Doors*—Replace doors, hardware, fanlight, sidelights, pilasters, and entablatures in-kind when possible and when deteriorated beyond repair. When in-kind replacement is not feasible, ensure features match the size, material, and profile of the historic element.
- ii. *New entrances*—Ensure that new entrances, when necessary to comply with other regulations, are compatible in size, scale, shape, proportion, material, and massing with historic entrances.
- iii. *Glazed area*—Avoid installing interior floors or suspended ceilings that block the glazed area of historic windows.
- iv. *Window design*—Install new windows to match the historic or existing windows in terms of size, type, configuration, material, form, appearance, and detail when original windows are deteriorated beyond repair.
- v. *Muntins*—Use the exterior muntin pattern, profile, and size appropriate for the historic building when replacement windows are necessary. Do not use internal muntins sandwiched between layers of glass.
- vi. *Replacement glass*—Use clear glass when replacement glass is necessary. Do not use tinted glass, reflective glass, opaque glass, and other non-traditional glass types unless it was used historically. When established by the architectural style of the building, patterned, leaded, or colored glass can be used.
- vii. *Non-historic windows*—Replace non-historic incompatible windows with windows that are typical of the architectural style of the building.
- viii. *Security bars*—Install security bars only on the interior of windows and doors.
- ix. *Screens*—Utilize wood screen window frames matching in profile, size, and design of those historically found when the existing screens are deteriorated beyond repair. Ensure that the tint of replacement screens closely matches the original

screens or those used historically.

FINDINGS:

- a. The primary structure located at 210 W Lynwood is a 2-story single family home constructed in approximately 1940 in the Colonial Revival style with Spanish Eclectic influences. The home features a symmetrical front façade with two masonry chimneys on either side and six over six double hung wood windows. The home is contributing to the Monte Vista Historic District. The property also contains a 1-story rear accessory structure, which is also contributing to the Monte Vista Historic District. The applicant is requesting approval to replace approximately 30 existing wood windows on the primary structure and approximately 10 existing wood windows on the rear accessory structure with new aluminum clad wood windows to match the existing in terms of divided lite pattern, dimensions, inset, and profile.
- b. **EXISTING WINDOWS: CONDITON** – Staff conducted a site visit with the applicant on September 27, 2018, to examine the condition of the windows. Several of the windows still feature original one over one wood screens, which have protected the sashes from the elements. While some sashes feature some minor joint separation and patches of weathered wood, staff finds that the windows are well maintained and in great condition. Staff finds that the windows are fully repairable.
- c. **EXISTING WINDOWS: ENERGY EFFICIENCY** – The applicant has expressed concern to staff regarding the need to improve the energy efficiency of the house. However, in most cases, windows only account for a fraction of heat gain/loss in a house. Improving the energy efficiency of historic windows should be considered only after other options have been explored such as improving attic and wall insulation. The original windows feature single-pane glass which is subject to radiant heat transfer. Products are available to reduce heat transfer such as window films, interior storm windows, and thermal shades. Additionally, air infiltration can be mitigated through weatherstripping or readjusting the window assembly within the frame, as assemblies can settle or shift over time. In most cases, windows may also be retrofitted with new glass. In general, staff encourages the repair of historic wood windows. A wood window that is maintained over time can last for decades. Replacement window products have a much shorter lifespan and cannot be repaired once they fail.
- d. **WINDOW REPLACEMENT** – According to the Guidelines for Exterior Maintenance and Alterations 6.A.iii., and 6.B.iv., in kind replacement of windows is only appropriate when the original windows are beyond repair. As noted in finding b, staff does not find the original windows to be beyond repair. Replacement of any kind is not consistent with the Guidelines.

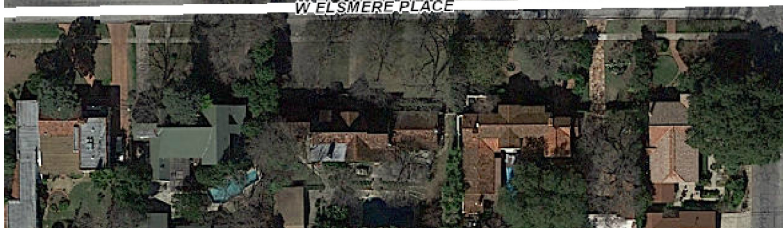
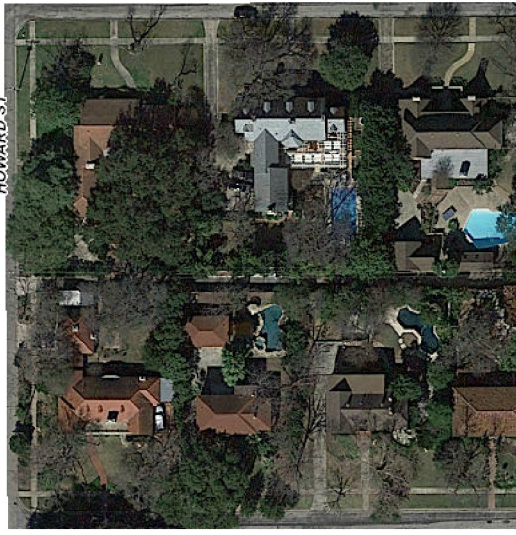
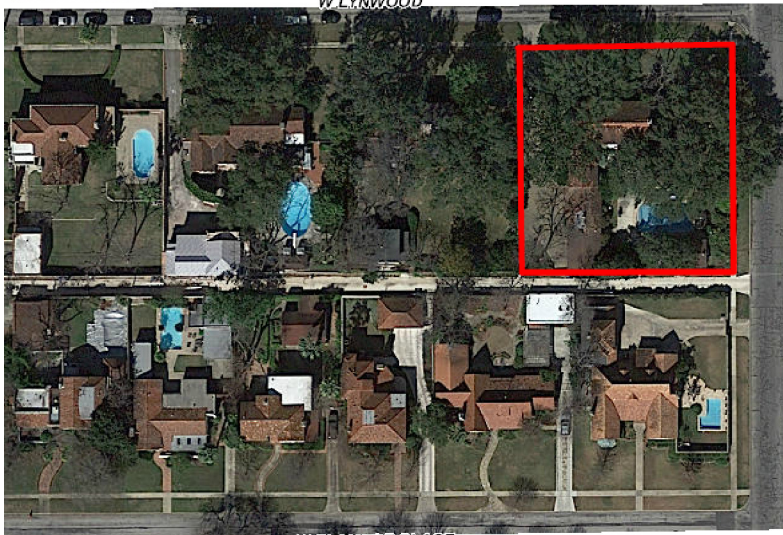
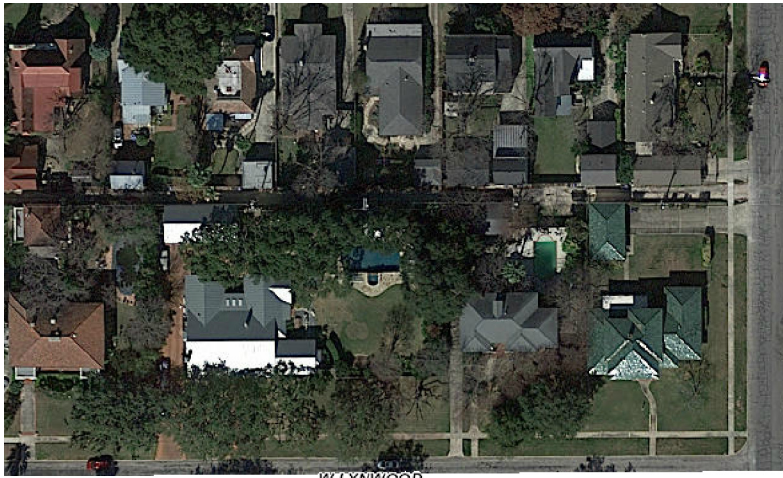
RECOMMENDATION:

Staff does not recommend approval of the window replacement based on findings a through d. Staff recommends that the applicant repair the existing wood windows in place. If there are assemblies that are deteriorated beyond repair, the applicant must submit evidence to that effect to staff in the form of a window schedule and photographs. If an assembly is deemed deteriorated beyond repair by staff, staff recommends that new windows meet the following stipulation:

- i. That the applicant installs double-hung, one-over-one wood windows to match the existing configuration as closely as possible. Meeting rails must be no taller than 1.25” and stiles no wider than 2.25”. There should be a minimum of two inches in depth between the front face of the window trim and the front face of the top window sash. This must be accomplished by recessing the window sufficiently within the opening or with the installation of additional window trim to add thickness. The final specification should be submitted to staff for review prior to the issuance of a Certificate of Appropriateness.

CASE MANAGER:

Stephanie Phillips



Flex Viewer

Powered by ArcGIS Server

Printed: Jan 09, 2018

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VOGES DESIGN, LLC

11 Fountain Drive
San Antonio, Texas 78248

HDRC Submittal Administrative Certificate of Appropriateness Request

Submittal Date: Friday, September 14, 2018

Project Information: Roger & Jacqueline Hill
210 W. Lynwood
San Antonio, Texas 78212
Monte Vista Historic District

Project Description: Residential Window Replacement. Request to remove existing window sashes, replace with new Lincoln Window Clad Double Hung Insert. This application allows for existing window frame, shutter crank and gear box, as well as weight and rope to remain intact. Sill, brick mould and envelope are not disturbed. Windows will be in-kind with existing approved windows on rear and side porch of residence to allow for greater efficiencies. Please see attached documents for reference to window system.

Submission of Documents:	Brian L Voges Project Designer Voges Design, LLC. blv@vogesdesign.com (PH) 210-240-3754	Brett Ingram Contractor Ingram Construction ingbuild@swbell.net (PH) 210-275-0071
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Approximate Start Date: TBD

Supporting Documents/Images:

VD





STAFF PHOTO - TAKEN 9/27/18



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L
LINCOLN
WINDOWS

STAFF PHOTO - TAKEN 9/27/18
Example of proposed windows installed on primary structure
(replaced non-original aluminum windows)



Lincoln Fit Window Installation Instructions

POCKET INSERT REPLACEMENT PRODUCT

The Lincoln Fit window is available in either Double Hung or Casement fixed and operating units. The installation procedures are identical for both unit types except where noted.

Parts included for Double Hung Installation:

- Jamb Jacks (2) – Operating Units.
- Jambliner Hole Plugs (2) - Operating Units
- #6 X 2-1/2" Screws (4) – Operating Units
- #8 X 3" Screws (10) – Fixed Units
- Sill Frame Expander

Parts included for Casement Installation:

- #8 X 3" Screws (9) – Operating and Fixed Units
- Sill Frame Expander

Before you begin:

- LINCOLN FIT window operating and fixed units may be installed from the interior or exterior.
- The condition of the existing frame must be inspected. Check the existing frame for rot or deterioration. Repair or replace where necessary. Confirm that the existing frame opening is reasonably close to being plumb, level and square. This will ensure a proper fit of the LINCOLN FIT unit.
- Check the jamb pocket depth. If the depth of pocket is less than 3-5/16" or greater than 3-3/8", modification of the pocket may be necessary.
- LINCOLN FIT windows are designed to fit openings with a sill angle between 8° and 14°. If the sill angle is greater than 14° the sill weatherstrip may not make contact with the sill. Alternate weather-stripping and/or additional sealant (by others) may be required. Sill angles closer to 8° may require the sill weatherstrip to be removed and a backer rod and sealant used at the sill area. Sill angles less than 8° will not work with this unit without field modification.

EXTERIOR INSTALLATION

Removing the Old Sash and Preparing the Opening

1. Remove any exterior screens or storm windows.
2. Remove side and head parting stops and then remove sash.
3. Remove any weights, pulleys, balance cords, jambliners or any other related hardware from the side jambs, head jambs and sill.
4. Check the existing frame for rot or deterioration. Repair or replace where necessary.
5. Using a reciprocating saw, cut the exterior head and side stops so they are flush with the exterior casing and side/head jambs. See Figure 1.

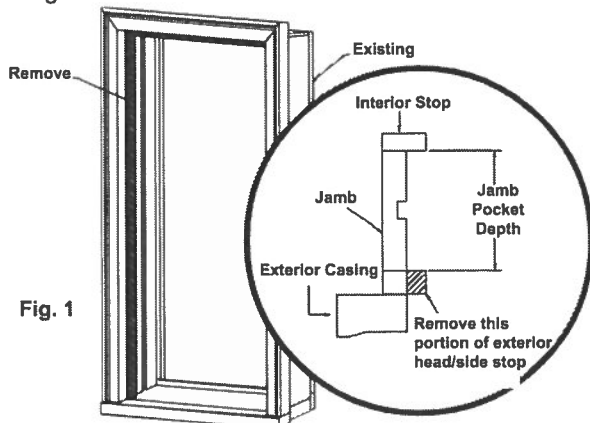


Fig. 1

6. Apply a 1/4" – 3/8" bead of sealant to the backside of the interior stops around the entire perimeter. Apply a secondary bead of sealant to the sill area at the sill to side jamb joints. See Figure 2.

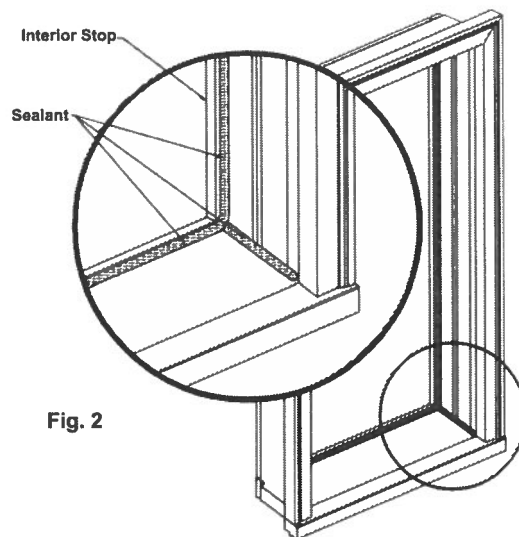


Fig. 2

INTERIOR INSTALLATION

Removing the Old Sash and Preparing the Opening

1. Remove all interior stops/casing with a pry bar or stiff putty knife. **IMPORTANT:** Do not break or damage parts as they may be reused.
2. Remove side and head parting stops and then remove sash.
3. Remove any weights, pulleys, balance cords, jambliners or any other related hardware from the side jambs, head jambs and sill.
4. Check the existing frame for rot or deterioration. Repair or replace where necessary.
5. Apply a 1/4" – 3/8" bead of sealant to the backside of the exterior side and head stops. Apply a secondary bead of sealant to the sill area at the sill to side jamb joints. See Figure 3.

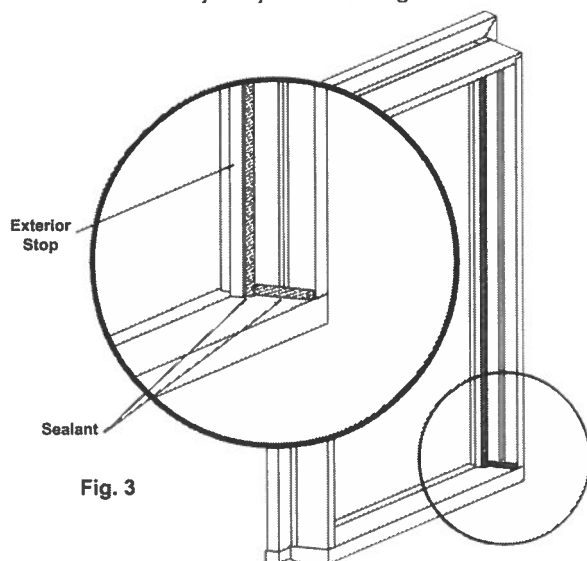


Fig. 3

INSTALLING THE LINCOLN FIT WINDOW

Note: For ease of installation, it is recommended to have the assistance of another individual when installing this product.

1. Remove all shipping skids from the underside of the sill and any corner braces. **Note:** Leave banding on frame, until unit is square in the opening and properly shimmed.
2. **Exterior Installation:** Center unit in opening and press it firmly against interior stops. See Figure 4.
3. **Interior Installation:** Center unit in opening and press it firmly against exterior stops. See Figure 5.

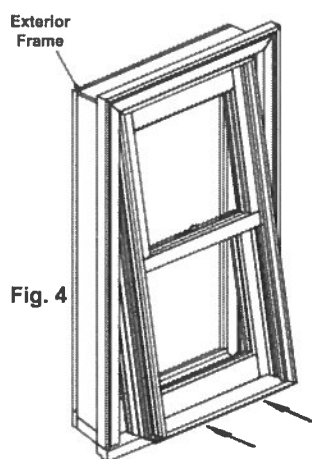


Fig. 4

Exterior Installation

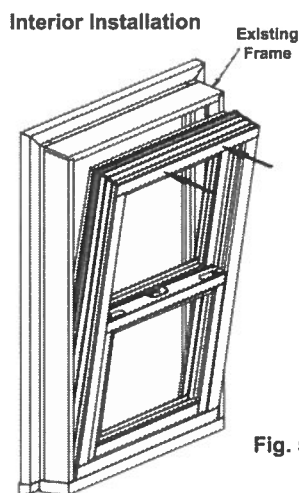


Fig. 5

Double Hung shown in illustrations, Casement installation is similar.

FASTENING DOUBLE HUNG UNIT IN OPENING

Note: For ease of installation, it is recommended to have the assistance of another individual when installing this product.

1. If necessary, shim under sill to level the unit.
2. Place shims in all 4 corners between the existing frame and the pocket insert frame and adjust as necessary until the frame is square, level and plumb in the opening.
3. Raise the bottom sash and lower the top sash.
4. At the bottom of the interior sash track, approximately 2-3" above the sill, there is a 1/8" pilot hole through the back of the jambliner pocket in each side jamb. Using this hole as a guide drill a 1/8" hole into the existing frame. See Figure 6.
5. At the top of the exterior sash track, approximately 2-3" below the head jamb, there is a 1/8" pilot hole through the back of the jambliner pocket in each side jamb. Using this hole as a guide drill a 1/8" hole into the existing frame. See Figure 7.

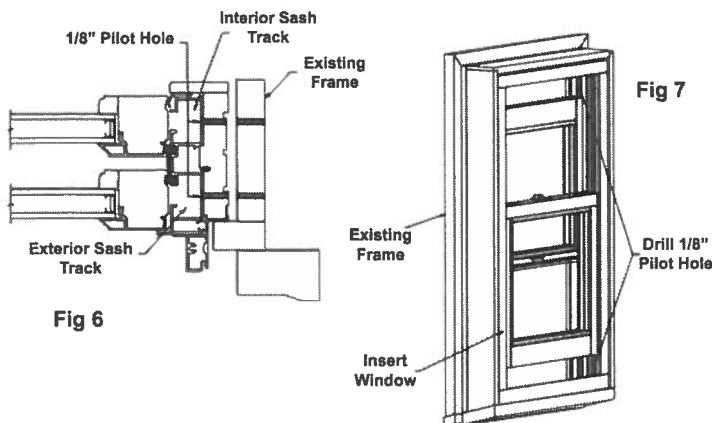


Fig 6

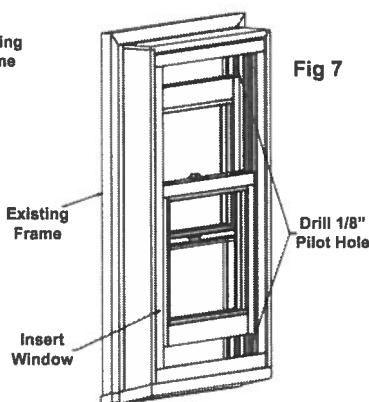


Fig 7

6. Making sure that the unit is square, level and plumb, drive the four #6 x 2-1/2" screws provided through the predrilled holes at the top and bottom corners. Do not overtighten screws.
7. Recheck squareness of unit. Adjust screws as necessary to obtain squareness of frame. Once squareness of frame is verified, apply shims between the existing frame and the side jambs of insert window at the mid point of the side jambs. Do not over-shim.
8. On the exterior, below the top check rail, is a predrilled hole in the jambliner for each jamb jack. Using this hole as a guide, drill a 1/8" pilot hole into the existing window frame. Insert jamb jacks into each hole using an S3 square bit driver and drive until the jamb jack bottoms out. See Figure 8.

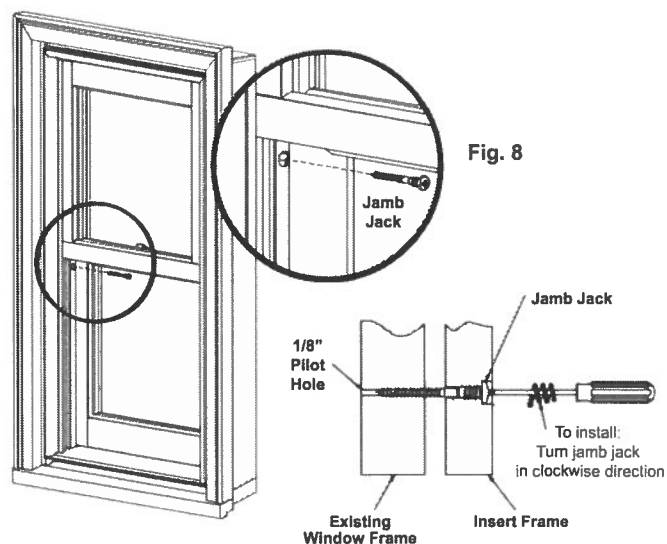


Fig. 8

9. Measure the width of the unit at the head, sill and check rail. These measurements should be equal. If not, adjust the jamb jacks to obtain an even reveal between sash and frame and for proper sash operation. Using an S3 square bit driver, turn the jamb jack clockwise to move the jambs away from the sash and counterclockwise to move the jambs toward the sash. Adjust jamb jacks until the width measurements at the head, sill and check rail are equal. Insert plastic hole plugs provided into the jambliner at the jamb jack location. Adjust shims at checkrail as necessary. See Figure 9.

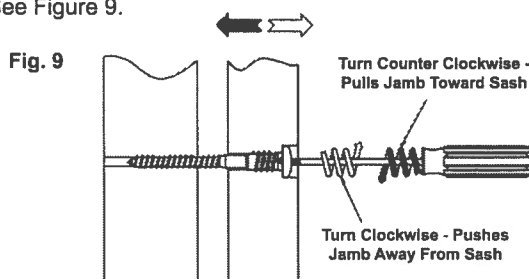


Fig. 9

Jamb Jack Adjustment

10. Shim head jamb if necessary.
11. Cut off shims flush with exterior or interior of frame depending on installation technique. Fill the space between the insert window frame and existing window frame with insulation. **Caution:** If using expanding foam insulation, do not overfill. This will cause the head/sidejambs/sill to bow and affect operation of the unit.

Mulled Units: If installing mulled Lincoln Fit units into an opening, drive 2-1/2" finish nails through the head jamb and into the existing frame. Space nails 10-12" apart.

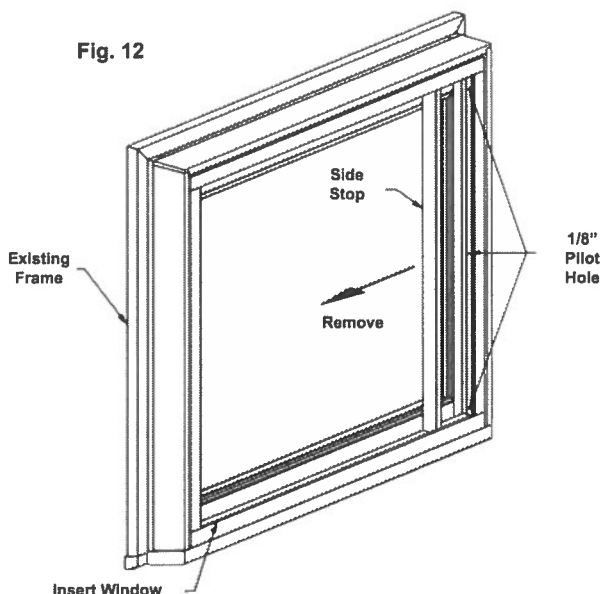
Go to page 4 to finish installation

FASTENING A DH STUDIO UNIT IN OPENING

Note: For ease of installation, it is recommended to have the assistance of another individual when installing this product.

1. If necessary, shim under sill to level the unit.
2. Place shims in all 4 corners and adjust as necessary until the frame is square, level and plumb in the opening.
3. The stops in the side jambs are tacked in loosely. Remove side stops and drill 1/8" pilot hole through side jambs and into existing frame. A minimum of 3 holes per side must be drilled. One near the top and bottom corners and one in the middle of the side jamb. Drill more holes for taller units. See Figure 12.
4. Making sure that the unit is square, level and plumb, drive the #6 x 2-1/2" screws provided through the predrilled holes at the top and bottom corners. Do not overtighten screws.

Fig. 12



5. Recheck squareness of unit. Adjust screws as necessary to obtain squareness of frame. Once squareness of frame is verified, apply shims between the existing frame and the side/head jambs of insert window. Do not over-shim. Drive remaining #8 x 3" screws through predrilled holes. Re-apply side stops and fasten with finish nails. **Note:** Units that are larger in width may require additional fastening. To do this, drive 2-1/2" finish nails through the head jamb and into the existing frame. Space nails 10-12" apart.
6. Cut off shims flush with exterior or interior of frame depending on installation technique. Fill the space between the insert window frame and existing window frame with insulation. **Caution:** If using expanding foam insulation, do not overfill. This will cause the head/sidejambs/sill to bow.

Mulled Units: If installing mulled Lincoln Fit units into an opening, drive 2-1/2" finish nails through the head jamb and into the existing frame. Space nails 10-12" apart.

Go to page 4 to finish installation

Note: For ease of installation, it is recommended to have the assistance of another individual when installing this product.

1. If necessary, shim under sill to level the unit.
2. Place shims in all 4 corners between the existing frame and the pocket insert frame and adjust as necessary until the frame is square, level and plumb in the opening.
3. Carefully remove all interior Casement stops by pulling on the straps connecting them to the frame. Cut off the straps from the stops after removal.
4. Making sure that the unit is square, level and plumb, drive four #8 x 3" screws provided through the side jamb approximately 3" from the top and bottom corners. Do not overtighten screws. See Figures 10 & 11.
5. Recheck squareness of unit. Adjust screws as necessary to obtain squareness of frame. Once squareness of frame is verified, apply shims between the existing frame and the side jambs of insert window at the mid point of the side jambs. Do not over-shim.
6. Place the remaining two #8 x 3" screws into the mid-point of the the window on each side.

Screw Heads Must Be
Flush With Jamb For
Stop Clearance

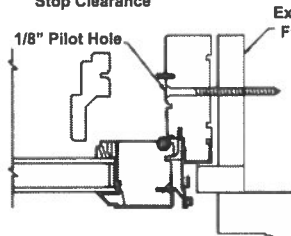


Fig 10

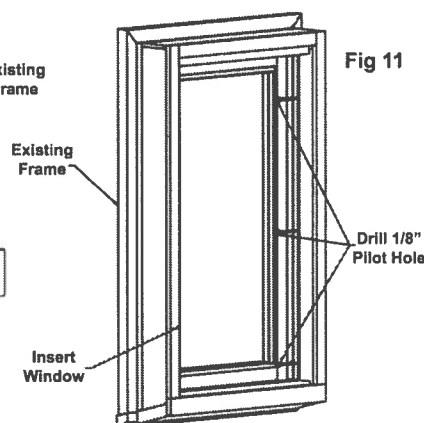


Fig 11

7. Re-apply the interior Casement stops, starting with the side stops.
8. Shim head jamb if necessary.
9. Cut off shims flush with exterior or interior of frame depending on installation technique. Fill the space between the insert window frame and existing window frame with insulation. **Caution:** If using expanding foam insulation, do not overfill. This will cause the head/sidejambs/sill to bow and affect operation of the unit.

Mulled Units: If installing mulled Lincoln Fit units into an opening, drive #8 x 3" screws through the head jamb and into the existing frame. Space screws 10-12" apart.

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FASTENING CASEMENT STUDIO UNIT IN OPENING

Note: For ease of installation, it is recommended to have the assistance of another individual when installing this product.

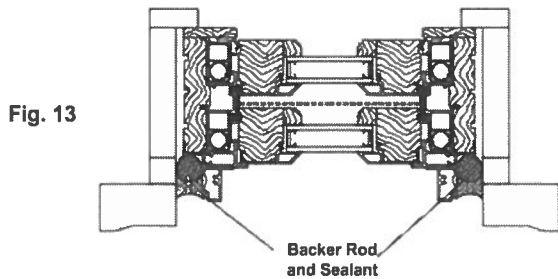
1. Fastening is done identically to a standard Casement unit, see above instructions, with the addition of the following procedure.
2. Three #8 x 3" Screws need to be inserted through the head jamb, 3" from the top corners and at the midpoint of the window.

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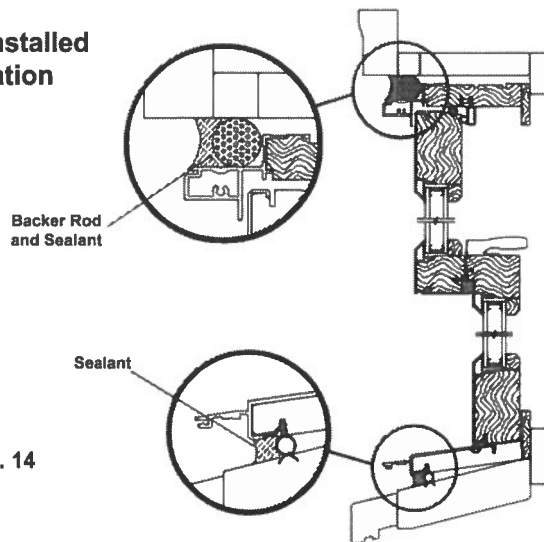
APPLYING BACKER ROD & SEALANT

Exterior Installed Application

12. Apply a backer rod between insert frame and existing window frame at the head and sides. Place a bead of sealant around the perimeter of the frame to bridge the gap between the insert frame and existing window frame/casing. See Figures 13 & 14.



Exterior Installed Application



Double Hung shown in illustrations, Casement installation is similar.

14. If applying frame expander, do so at this time. The frame expander may need to be cut to the proper width to bridge the gap between the insert frame and existing window frame/casing. Notches on the back of the frame clad expander are spaced 1/8" apart for cutting reference. Once the frame clad expander is installed, seal the joint between the frame clad expander and existing frame. See Figures 13 & 14.

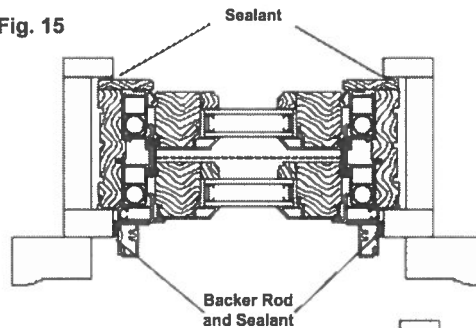
NOTE: Frame expander is provided for sill only. Additional expanders can be ordered for sides & head.

Interior Installed Application

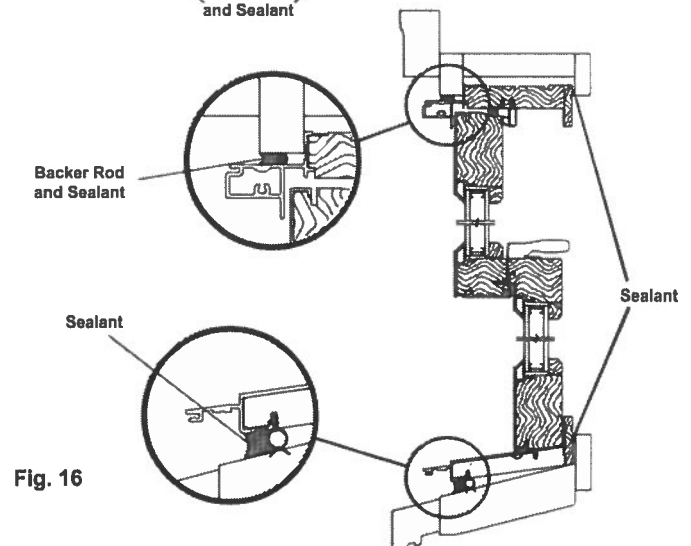
13. Interior Installed Application: Re-apply interior stops and casing. If there is a gap between the stops/casing and insert frame, apply a small bead of clear sealant around the entire perimeter of the unit between the stops/casing and insert frame. If necessary, install a backer rod prior to sealant application.

Apply a bead of silicone between the insert window frame and the exterior stops. If necessary, install a backer rod prior to sealant application. See Figures 15 & 16.

Fig. 15



Interior Installed Application

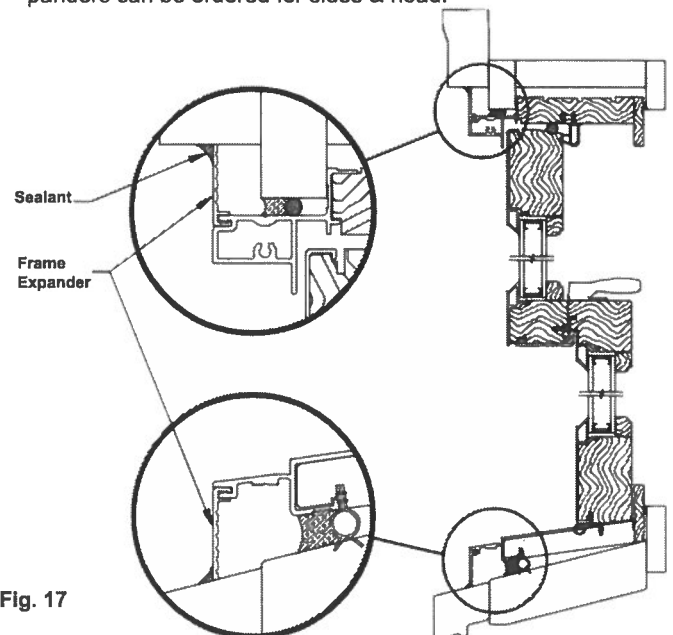


Double Hung shown in illustrations, Casement installation is similar.

APPLYING FRAME EXPANDER

14. If applying frame expander, do so at this time. The frame expander may need to be cut to the proper width to bridge the gap between the insert frame and existing window frame/casing. Notches on the back of the frame clad expander are spaced 1/8" apart for cutting reference. Once the frame clad expander is installed, seal the joint between the frame clad expander and existing frame. See Figure 17.

NOTE: Frame expander is provided for sill only. Additional expanders can be ordered for sides & head.

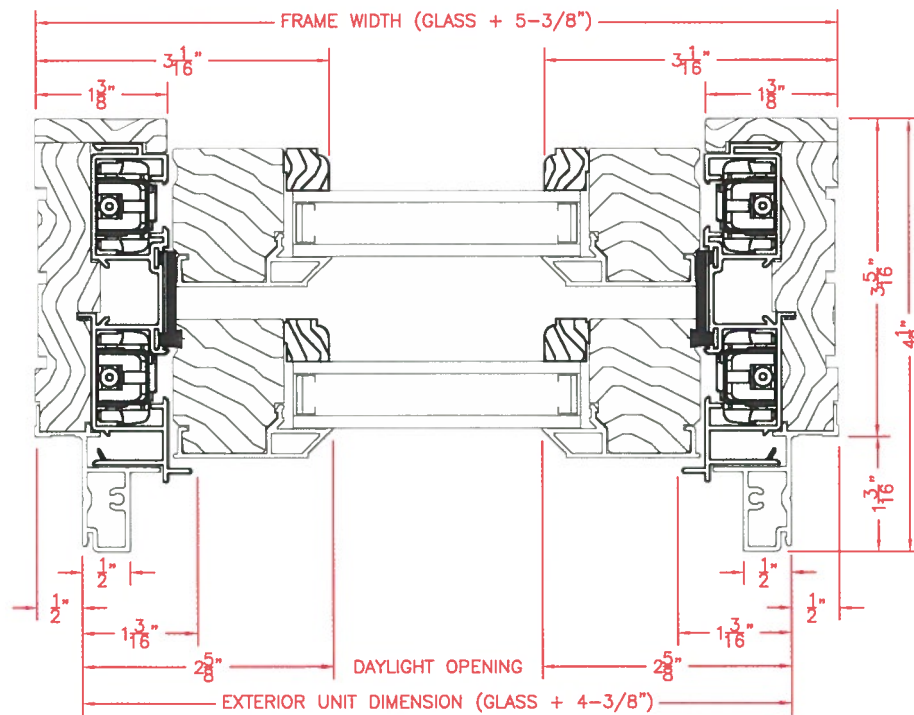


Double Hung shown in illustrations, Casement installation is similar.



LINCOLN WOOD PRODUCTS, INC.

1400 W. TAYLOR ST. Merrill, WI 54452 (715) 536-2461



**LINCOLN FIT DOUBLE HUNG - HORIZONTAL SECTION
STANDARD JAMBLINER**

SCALE: 6" = 1' 0"

LINCOLN WOOD PRODUCTS, INC.

1400 W. TAYLOR ST.

Merrill, WI 54452

(715) 536-2461



Lincoln Fit Measuring Instructions

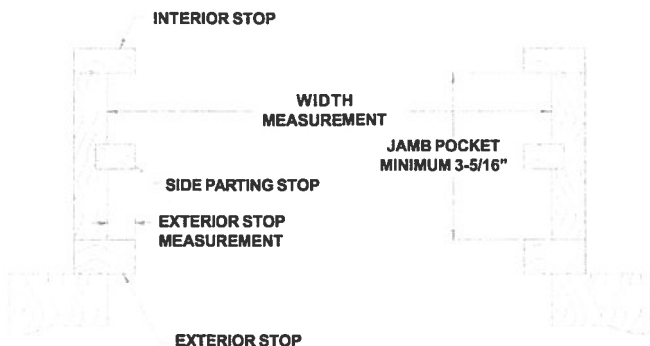
CLAD DOUBLE HUNG INSERT REPLACEMENT

LINCOLN FIT Notes:

- LINCOLN FIT units are manufactured 3/8" smaller in width and 1/4" smaller in height than the measured opening. This allows room for squaring, shimming and leveling.
- The condition of the existing frame must be inspected. Check the existing frame for rot or deterioration. Repair or replace where necessary. Confirm that the existing frame opening is reasonably close to being plumb, level and square. This will ensure a proper fit of the Lincoln Fit insert unit.
- When taking opening measurements, always measure at multiple locations and use the smallest dimension recorded.
- LINCOLN FIT units are designed to fit openings with a sill angle between 8° and 14°. If the sill angle is greater than 14° the sill weatherstrip may not make contact with the sill. Alternate weather-stripping and/or additional sealant (by others) may be required. Sill angles closer to 8° may require the sill weatherstrip to be removed and a backer rod and sealant used at the sill area. Sill angles less than 8° will not work with this unit without field modifications
- Frame expander is provided for the sill only. Additional expanders will need to be ordered separately for sides and head.

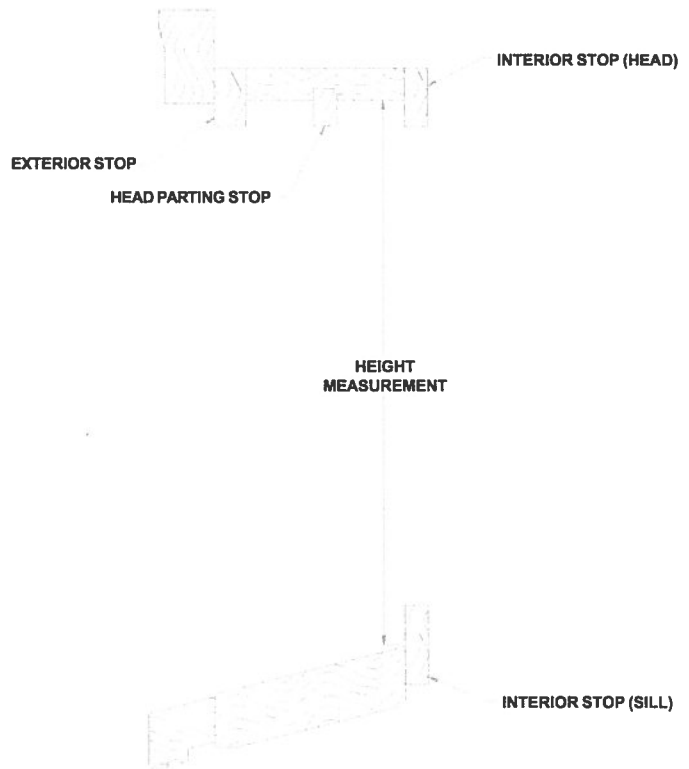
Measuring The Opening

1. For inside opening width, measure at a minimum of 3 different locations: bottom, middle and top. Record the smallest measurement. Measure the width of the exterior stop from the inside opening to the edge of the stop. If the width exceeds 9/16" modification to the exterior stop or an exterior installation may be necessary. See Fig 1. **NOTE:** Width measurement is measured from inside of jamb to jamb. To insure accurate measuring, the existing sash and jamb liners will need to be removed. Do not measure from parting stops or inside stops to determine overall width.



EXISTING WINDOW FRAME – Fig. 1

2. Inside opening height is measured from the highest point of the sill (where inside of bottom sash meets sill) to the head jamb. For inside opening height measure at a minimum of 3 different locations: Left jamb, center and right jamb. Record the smallest measurement. See Fig 2. **NOTE:** Do not measure from sill to head parting stop.



EXISTING WINDOW FRAME –Fig. 2

3. Check the sill angle to make sure it is between 8° and 14°. If not, additional weather-stripping and sealant (by others) may be needed. Sill angles less than 8° will not work with this unit without field modification.
4. Check the measurement of the jamb pocket between the interior and exterior stops. This measurement must be at least 3-5/16". If depth of pocket is less than 3-5/16 or greater than 3-3/8", modification of the pocket may be necessary. See Fig 1

Useful tips to ensure a proper fit of your new unit and for ease of installation:

- Round odd measurements down to the nearest 1/16"
- Measure each window, even though they may appear to be the same size.

Precise measurements are key for proper installation of the Lincoln Fit Window. Measure at 3 points from Jamb to jamb and at 3 points sill to head. See illustration (right). The smallest horizontal and vertical measurements should be the sizes recorded for ordering.

To measure the squareness of the window, measure diagonal corner to corner as shown in the illustration to the right.

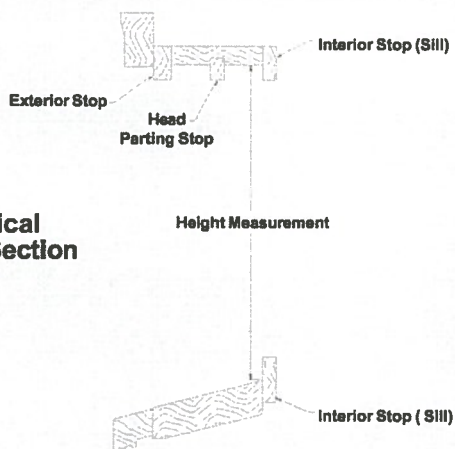


Diagram illustrating the measurement points for a door jamb:

- Interior Stop**: Indicated by a dashed line pointing to the top of the jamb.
- Width Measurement**: Indicated by a horizontal double-headed arrow across the top of the jamb.
- Side Parting Stop**: Indicated by a dashed line pointing to the side of the jamb.
- Exterior Stop Measurement**: Indicated by a horizontal double-headed arrow across the bottom of the jamb.
- Exterior Stop**: Indicated by a dashed line pointing to the bottom of the jamb.
- Jamb Pocket Minimum 3-5/16"**: Indicated by a vertical double-headed arrow showing the depth of the jamb pocket.

[illegible]