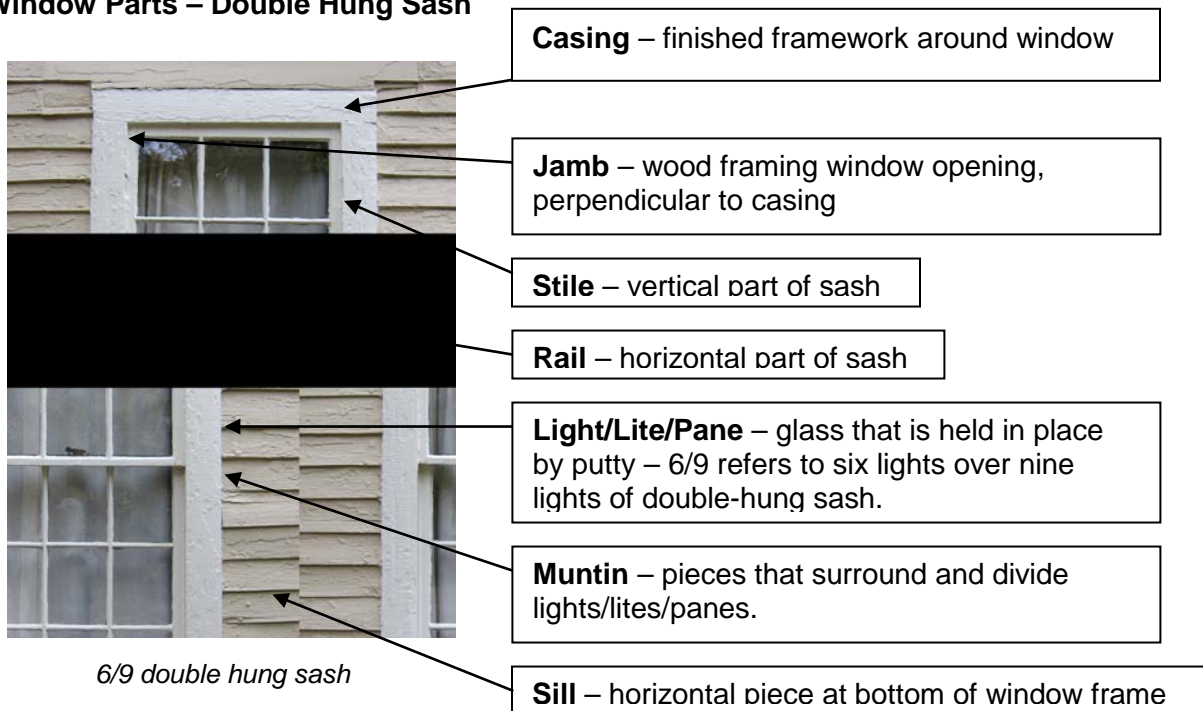


WAYLAND HISTORIC DISTRICT COMMISSION DESIGN REVIEW GUIDELINES

WINDOW POLICY

Windows are one of the most important characteristics of an historic building. This means that the size, number and placement on the exterior wall, as well as, trim and sash details, such as casing, size, number of panes and type of window, are all of significance to the historic fabric of the district. In the case of a very simple building with little ornamentation, they may be the only distinguishing feature. Windows on historic properties were also designed to last and in New England they were almost always intended to be combined with good storm windows to form a tight barrier against the cold. The Commission's preference is to retain the original fenestration whenever possible, thus existing windows should be repaired, not replaced. For houses of particular historical significance (due to age, style, or association with historically prominent owners or events) this preference generally will not be waived. The Commission must review and approve all window changes; therefore the following information is provided to help home owners make choices that the Commission can deem appropriate in order to issue a Certificate of Appropriateness.

Window Parts – Double Hung Sash



Missing weather-stripping, sash cords and/or window glazing are considered routine maintenance issues and not deterioration. A homeowner's desire to improve the energy efficiency of their house is not sufficient reason to replace the historic windows as there are many studies that have demonstrated that a properly maintained historic window combined with a good storm window can provide comparable energy efficiency.

The Commission believes that historic character is embodied in windows. However, if an applicant believes and provides proof that an existing window cannot be repaired for whatever reason, the applicant's proposal for replacing window[s] will be reviewed on a window-by-window basis. Only replacement with matching components (i.e., all wood, true or simulated divided lites, same configuration, non-insert, single pane, etc) will be deemed a non-jurisdictional "replacement" under Wayland's Bylaw 196-107.5. In cases where use of replacement windows that do not meet these criteria is desired, it is the responsibility of the applicant to provide evidence that repair or replacement with matching components is not feasible, or that the existing windows are completely unsalvageable. An alternative to replacement windows may be salvage windows from one of the many New England companies that dismantle and sell building parts including old windows.

At a minimum, the Commission typically requires that the applicant provide a written evaluation of the window conditions prepared by a firm or individual specializing in the restoration of wood windows. Additional evidence might include photographic documentation of any extreme deterioration of the window(s) and/or scheduling a site visit for a commissioner(s) to view the windows prior to a hearing. If a new replacement window is proposed that does not meet the "replacement" criteria listed above, the new replacement window must replicate the materials and design of the existing window, including the casing, size, number of panes and type of window (e.g. double-hung sash, casement, etc.).

Thus, existing windows should be repaired, not replaced. However, if an applicant believes that an existing window cannot be repaired, the applicant's proposal for replacing any window[s] will be reviewed on a window-by-window basis using the following guidelines:

- ❖ If a replacement window is proposed, the material and design of the existing window, including the casing, size, number of panes and type of window, should not be changed, unless the Commission has determined that the window is not a character-defining feature of a façade, in which case minor changes in the proposed replacement window may be approved by the Commission.
- ❖ If a replacement window is proposed, it should not have muntin bars greater than 7/8" wide and should not have visible jamb liners contrasting in color to the windows.
- ❖ If a window in new construction has insulating glass and if the division of the lites of glass by muntins is deemed appropriate by the Commission, it should have either "true divided lites with muntins" no wider than 7/8" or (i) permanently applied muntins no wider than 7/8" and (ii) dark colored internal spacer bars, but it should not have either flat muntin grids applied to the inside or outside panes nor removable muntin grids.

- ❖ New and replacement windows should not be clad in non-historic materials. Vinyl or vinyl-clad and metal-framed sash, and replacement windows incorporating external storm panels that are integrated into the sash, should not be used.
- ❖ Tinted “solar” glass should not be used.
- ❖ Wood frames should not be metal panned and the dimensions of window openings, jambs and sashes should not be changed.
- ❖ Stained glass or decorative windows should be retained.
- ❖ Storm windows are reviewed by the Commission. The installation of the storm windows should not alter the existing windows or casings. Painting of the fixed portion of storm window frames is encouraged.

Decorative Windows and Trim



Storm Windows over True-Divided Sash



12/12 double hung sash with exterior storm



2/2 double hung sash with exterior storm

Other Factors to Consider

The best modern "organic seal" double glazing has a guaranteed life of only 20 years and will inevitably fail (cloud up). One sheet of glass in a sash, even with external applied "muntins", reflects light in a different manner than the multiple panes, set in putty, found in a typical old sash. This remains apparent even when the old sash is behind a storm window. Similarly, the original glass found in most old sash is at least somewhat irregular, which also contributes to a liveliness of the reflections from old windows. Sheets of insulating glass bow inward during periods of higher atmospheric pressure and outward during lower pressure, producing a "fun house mirror" effect in their reflections.

Most replacement windows are factory made to standard designs and will never exactly match existing sash in all dimensions. Most of the thermal benefits of insulated glass windows derive from the fact that there are two layers of glass with dead air between them and that the window and its installation in the wall is well sealed against air infiltration. A properly weather-stripped, well caulked, single glazed window (new or rebuilt), with good quality storm windows has comparable energy efficiency of standard insulating glass. Another solution is interior storm windows, which can be made with UV protection glass.

The Massachusetts Stretch Energy Code, which was adopted in Wayland in 2011, requires adherence to an increased energy efficiency code for new construction and alterations for which a building permit is needed. It does not apply to historic properties that are listed in the State Register of Historic Places, which includes buildings in the two local historic districts (Wayland Center and Bow Road).

Some Suggested References

Cambridge Historical Commission. Guidelines for Preservation and Replacement of Historic Wood Windows in Cambridge. Prepared by Paul Trudeau. May 2009.
http://www2.cambridgema.gov/historic/windowglines_final.pdf

National Trust for Historic Preservation. "Historic Wood Windows" July 2008 Tip Sheet.
<http://www.preservationnation.org/issues/sustainability/additional-resources/July2008WindowsTipSheet.pdf>

Washington Times. A Cover Story. "Repairing windows can beat replacing" by Kim A. O'Connell. January 12, 2012. <http://www.washingtontimes.com/news/2012/jan/12/repairing-windows-can-beat-replacing/?page=all#pagebreak>

Adopted January 2012