Historic Preservation Services

Community Development & Neighborhood Services
281 North College Avenue
P.O. Box 580
Fort Collins, CO 80522.0580

970.416.4250
preservation@fcgov.com
fcgov.com/historicpreservation

CERTIFICATE OF APPROPRIATENESS
AND
LANDMARK REHABILITATION LOAN AWARD NOTICE
ISSUED: March 12, 2021
EXPIRATION: March 12, 2022

Emily Moore & Joseph W. Prows
122 Jackson Avenue
Fort Collins, CO 80521

Dear Ms. Moore and Mr. Prows:

Congratulations! We are pleased to inform you that your proposed project for which you applied for Landmark Rehabilitation Loan funding has been approved and awarded. This letter provides you with confirmation of Loan funding and that the proposed changes to your designated Fort Collins Landmark property have been approved by the City's Historic Preservation Division because the proposed work meets the criteria and standards in Chapter 14, Article IV of the Fort Collins Municipal Code.

1) Rehabilitation of 46 multi light casement historic windows on building exterior, including repair, weatherstripping, and rehabilitation/replacement of storm/screen windows, consistent with March 8, 2019 window evaluation along with necessary updates.

Loan Funding Information
You have been approved for City Landmark Rehabilitation Loan Funding for up to $7,500 to support the qualified work items included in your application for the program related to this Certificate. Historic Preservation staff will follow up with you for any additional necessary details about project timeline, signing loan documents, or loan closing.

Project Approval
Notice of the approved application has been provided to building and zoning staff to facilitate the processing of any permits that are needed for the work.

Please note that all ensuing work must conform to the approved plans. Any non-conforming alterations are subject to stop-work orders, denial of Certificate of Occupancy, and restoration requirements and penalties.

If the approved work is not completed prior to the expiration date noted above, you may apply for an extension by contacting staff at least 30 days prior to expiration. Extensions may be granted for up to 12 additional months, based on a satisfactory staff review of the extension request.

Property owners can appeal staff design review decisions by filing a written notice of appeal to the Director of Community Development & Neighborhood Services within fourteen (14) days of this decision. If you have any questions regarding this approval, or if I may be of any assistance, please do not hesitate to contact me. I may be reached at jbertolini@fcgov.com, or 970-416-4250.

Sincerely,

Jim Bertolini
Historic Preservation Planner

Applicable Code Standard	Summary of Code Requirement and Analysis (Rehabilitation)	Standard Met (Y/N)
SOI #1	*A property will be used as it was historically or be given a new use that requires minimal change to its distinctive materials, features, spaces, and spatial relationships;* **The property will remain in residential use.**	**Y**
SOI #2	*The historic character of a property will be retained and preserved. The removal of distinctive materials or alteration of features, spaces, and spatial relationships that characterize a property will be avoided.* **The property is a distinctive Tudor Revival style, with wood casement windows throughout the house. The project will retain and rehabilitate the existing windows, storms, and screens, consistent with a March 2019 window evaluation funded through the City's Design Assistance Program (with field updates as necessary). The character of the property will be preserved with the work as proposed.**	**Y**
SOI #3	*Each property will be recognized as a physical record of its time, place, and use. Changes that create a false sense of historical development, such as adding conjectural features or elements from other historic properties, will not be undertaken.* **Project is repair-focused – no alterations proposed.**	**N/A**
SOI #4	*Changes to a property that have acquired historic significance in their own right will be retained and preserved.* **Project is repair-focused on character-defining features.**	**N/A**
SOI #5	*Distinctive materials, features, finishes, and construction techniques or examples of craftsmanship that characterize a property will be preserved.* **Project is repairing/rehabilitating the historic wood casement windows and storms and screens. The attached scope from the**	**Y**

	contractor details that the work is consistent with National Park Service Preservation Brief #9, *The Repair of Historic Wooden Windows*. **https://www.nps.gov/tps/how-to-preserve/briefs/9-wooden-windows.htm**	
SOI #6	*Deteriorated historic features will be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature will match the old in design, color, texture, and, where possible, materials. Replacement of missing features will be substantiated by documentary and physical evidence.* **As noted in the 2019 window study and 2021 loan application, the condition of the windows varies and window units will require varying levels of repair, restoration, and/or part replacement. This is consistent with the national guidelines regarding historic window treatment.**	**Y**
SOI #7	*Chemical or physical treatments, if appropriate, will be undertaken using the gentlest means possible. Treatments that cause damage to historic materials will not be used.* **Repainting the windows upon reinstallation is part of the window rehabilitation scope outlined in the application and appears consistent with the Standards regarding wood treatment and repainting.**	**Y**
SOI #8	*Archeological resources will be protected and preserved in place. If such resources must be disturbed, mitigation measures will be undertaken.*	**N/A**
SOI #9	*New additions, exterior alterations, or related new construction shall not destroy historic materials that characterize the property. The new work shall be differentiated from the old and shall be compatible with the massing, size, scale, and architectural features to protect the historic integrity of the property and its environment.*	**N/A**
SOI #10	*New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.*	**N/A**

WINDOW EVALUATION

FOR

122 JACKSON AVENUE
FORT COLLINS, CO 80521

PREPARED FOR:

JOHN AGOSTA
122 JACKSON AVENUE
FORT COLLINS, CO 80521

PREPARED BY:

PHILLIP BARLOW
HISTORIC PRESERVATION SPECIALIST
BARLOW CULTURAL RESOURCE CONSULTING LLC
4576 TANGLEWOOD TRAIL
BOULDER, CO 80301

EVALUATION DATE: FEBRUARY 26, 2019

Survey Findings:
122 Jackson Avenue in Fort Collins is individually listed as a local historic landmark with the property name of the Hill-Hunter House. The property is a two-story residential home built in the Tudor Revival style with characteristic features that include a prominent chimney with decorative brickwork, half-timbering on the upper floor with brick on the first level, grouped divided-lite wood casement windows, steeply pitched gable dormers, multiple front gables, and an end porch tucked under the main roof on the house on the north elevation.

The house appears to be in its original form with no major additions or exterior remodeling. Non-original windows in the building include all replacement windows in the basement and windows in the second story north bathroom and the second story bedroom on the northwest corner. The bedroom in the second story north east corner has windows that are distinctly different from the other windows in the home but appear old enough to have achieved historic significance of their own.

Image 1: Window 2-19, note the wide muntin profile

Image 2: Window 2-1, note the narrow muntin profile. This matches all of the other historic windows in the house

One distinct style of historic window dominates the home, although the width and height varies. All of the windows are wood casements, single-pane, with true divided lites. The number of lites in each sash varies from six to eight depending on the height of the window. All of the windows are grouped except for one single-sash window in the first floor kitchen and one arched-top hopper window in the second story master bathroom.

All of the windows exhibit typical conditions associated with deferred maintenance, including peeling paint, failed perimeter caulk, mild deterioration of the wood sill, deterioration of the bottom of the exterior wood trim, and glazing compound failure.

Image 3: Window 1-10, common exterior condition

Image 4: Window 1-15, common exterior condition

Windows in the second story master bedroom are in the worst condition. Windows 2-3 through 2-6 exhibit severe deterioration and would likely require replacement of multiple components to be returned to fully functional condition.

Image 5: Window 2-4. The lower rail, portions of both stiles, and portions of the muntins will likely require replacement

Evaluation of treatments: Restoration or Replacement

The Secretary of the Interior's(SOI) Standards are the guiding principles for preservation activities nationwide. The SOI Standards were developed as part of the Federal Historic Preservation Tax Incentives program, which works with state historic preservation offices and the Internal Revenue Service to encourage private sector investment in historic rehabilitation. There are four sets of standards, each tuned to the specifics on the project being considered. The four standard sets are Preservation, Rehabilitation, Restoration, and Reconstruction. The most applicable standard for this proposed project is Rehabilitation.

Per the Secretary of the Interior's Standards for Rehabilitation: *"Deteriorated historic features shall be repaired rather than replaced. Where the severity of deterioration requires replacement of a distinctive feature, the new feature shall match the old in design, color, texture, and other visual qualities and, where possible, materials. Replacement of missing features shall be substantiated by documentary, physical, or pictorial evidence."*

Unfortunately, there is no quantitative measure for "severity of deterioration" that crosses the threshold from the restoration category to replacement. Historic wood windows specifically can be disassembled and

individual components replaced, so the question is at what point does the replacement of components mean that the historic window is no longer historic?

The National Park Service (NPS) does have guidance on the consideration of repairs versus replacement. The full article is available online here: https://www.nps.gov/tps/standards/applying-rehabilitation/successful-rehab/windows-evaluating.htm

Deterioration is the primary consideration for decisions regarding treatments, however other factors may affect the final determination. Those factors include:

- Importance of the windows to the overall character of the building.
- Do the windows have distinctive features?
- Are the windows examples of particularly fine craftsmanship or are they manufactured units?
- How many windows are being replaced? Per the NPS, if the number of replaced units has an inconsequential effect on the character of an elevation, then replacement may be acceptable
- Where are the windows that are proposed for replacement located? The more prominent the elevation, the more important it is that the windows be preserved

Please note that energy efficiency and meeting modern codes are not factors that warrant replacement by themselves.

The owner of the home has stated that primary concerns include ease of use and ventilation as the home does not have air conditioning and relies on natural air movement. Screens are desired to prevent insects from entering. The master bedroom is of primary concern as the windows here are in the worst condition and many are difficult or impossible to open.

Each factor will be considered here with suggestions for next steps to follow:

Deterioration:
Windows on the first floor (1-1 through 1-27) varied in condition but many were operational and all could be restored to full functionality with a restoration program. There are hinged screens on many of the windows which could also be made more functional without the need for replacement. The hinged screens could also be substituted for storm panels in the winter to improve the energy efficiency of the window units without impacting the historic integrity of the home. Based on deterioration alone the first floor windows should be restored.

Image 6: Windows 1-18_1-19, example of hinged screens

On the second floor, windows 2-20 through 2-25 have already been replaced and are not in need of consideration. If these windows are replaced the new windows should meet all design review guidelines to ensure that the integrity of the building is not further impacted.

Windows 2-15 through 2-19 appear to be from the historic period but are of a different design from the other historic windows in the building. These windows are in good condition and do not meet the threshold for replacement based on deterioration.

Windows 2-1 and 2-2 are in the hallway, are historic, and do exhibit signs of advanced deterioration on the lower rail of the sash. These windows are painted shut so operability could not be evaluated. Although deteriorated, these windows could be made functional again with a restoration program, even though the lowest rail will likely require epoxy repairs or possible component replacement.

Windows 2-3 through 2-10 are of the greatest concern. These windows exhibit advanced deterioration and will require replacement of multiple components to be made functional again. However, they are also some of the most visible windows on the building

Windows 2-11 though 2-14 are also in need of restoration but are not so deteriorated that they should be considered for replacement based on this factor alone.

Importance of the windows to the overall character of the building:

122 Jackson is on a corner lot with two elevations fully visible from the public way.

Windows 1-22 though 1-27, 1-1 through 1-11, 2-24, 2-25, and 2-1 through 2-10 are the most visible windows on the building. Windows 2-24 and 2-25 have already been replaced and the current window is visibly different as it is not a true divided-lite like all of the other visible windows.

Do the windows have distinctive features?

The windows are wood, divided-lite, casement windows typical of the Tudor-Revival style home. Replacement of these windows with a different style of window, or a window that is not true divided-lite would adversely impact the character of the home.

Are the windows examples of particularly fine craftsmanship or are they manufactured units?

The windows are an example of mortise and tenon joinery and have survived nearly 100 years, indicating that they are of fine quality.

How many windows are being replaced? Per the NPS, if the number of replaced units has an inconsequential effect on the character of an elevation, then replacement may be acceptable

One windows 2-3 through 2-6 are sufficiently deteriorated to make the case for replacement. However, they are in a highly visible location on the home. If the owner can supply information for a replacement window that exactly mimics the original then a replacement of this group of windows may be acceptable. However, the public nature of these windows will dictate that the new windows meet the highest standards for visual matching. NPS guidance for selecting a replacement follows this section.

Where are the windows that are proposed for replacement located? The more prominent the elevation, the more important it is that the windows be preserved
Per the previous point, the windows with the worst deterioration are on a prominent elevation and deserving of careful consideration.

RECOMMENDATIONS:

To meet the owners goals of easy operability and improved airflow the following treatment plan is proposed:

All historic windows aside from 2-3 through 2-6 are to be restored and the weatherstripping updated. A full step-by-step restoration plan appears at the end of this report. As an option, the windows with crank hardware could be retrofitted with hardware that matches what appears to be the original lock and hinge hardware. The reason being, the crank hardware does not work well unless all parts of the casement window are perfectly aligned and it puts heavy stress on the lower rail. The original hardware included hinging hardware at the jamb head to prevent the window from swinging in the wind, and was open and closed via finger rings on the lock. This allows the window to be pulled tight without undue stress on one part of the sash.

Image 7: This window has what appears to be the original hinging hardware at the head of the jamb.

While windows 2-15 through 2-19 do not match the other windows in the home, they appear to be at least 50 years old and may be considered to have gain historic significance in their own right. These windows are also

in acceptable condition and may only need maintenance and weatherstripping updates to regain smooth operation.

Windows 2-1, 2-2, and 2-7 through 2-14 should also be restored and the weatherstripping updated. While there is deterioration here, it is not sufficient to warrant wholesale replacement.

Windows 2-3 through 2-6 should be considered for replacement. If a replacement cannot be sourced that matches the original adequately then these windows should undergo a restoration to return functionality as best as possible. Guidance from the National Park Service regarding selecting appropriate replacement windows follows this section.

From the National Park Service: Technical Preservation Services
Full text available online at:
https://www.nps.gov/tps/standards/applying-rehabilitation/successful-rehab/windows-replacement.htm

"Factors to consider in evaluating the match of a replacement window

Window unit placement in relation to the wall plane

- The degree to which the window is recessed into the wall. The location of the window affects the three-dimensional appearance of the wall.

Window frame size and shape

- For example, with a wood window, this would include the brick mold, blind stop, and sill.
- The specific profile of the brick mold is usually less critical than its overall complexity and general shape, such as stepped or curved.
- Typical sight lines reduce the importance of the size and profile of the sill on windows high above ground level, especially when the windows are deeply set in the wall.
- Though a blind stop is a small element of the overall window assembly, it is a noticeable part of the frame profile and it is an important part of the transition between wall and glass.
- Steel windows that were installed as a building's walls were constructed have so little of their outer frame exposed that any replacement window will necessitate some addition to this dimension, but it must be minimal.

Glass size and divisions

- Muntins reproduced as simulated divided lights – consisting of a three-dimensional exterior grid, between-the-glass spacers, and an interior grid – may provide an adequate match when the dimensions and profile of the exterior grid are equivalent to the historic muntin and the grid is permanently affixed tight to the glass.

Sash elements width and depth

- For example with a wood window, this would include the rails, stiles and muntins; with a steel window, this would include the operator frame and muntins.
- The depth of the sash in a double-hung window, or its thickness, affects the depth of the offset at the meeting rail of a hung window. This depth is perceived through the shadow that it creates.
- Because of its small size, even slight differences in the dimension of a muntin will have a noticeable effect on the overall character of a window. Shape, as well as depth, is important to the visual effect of a muntin.
- The stiles of double-hung historic windows align vertically and are the same width at the upper and lower sashes. The use of single-hung windows as replacements may alter this relationship with varying effects on the appearance of a window. In particular, when the distinction between the frame and the sash is blurred, details such as lugs may be impossible to accurately reproduce.
- Meeting rails of historic windows were sometimes too narrow to be structurally sound. Reproducing a structurally-inadequate condition is not required.
- The operating sash of a steel window is usually wider than the overall muntin grid of the window. In addition, the frame of the operating sash often has slight projections or overlaps that vary from the profile of the surrounding muntins. The shadow lines the muntins create add another important layer to the three-dimensional appearance of the window.

- **Materials and finish**
- While it may be theoretically possible to match all the significant characteristics of a historic window in a substitute material, in actuality, finish, profiles, dimensions and details are all affected by a change in material.
- In addition to the surface characteristics, vinyl-clad or enameled aluminum-clad windows may have joints in the cladding that can make them look very different from a painted wood window.
- Secondary window elements that do not match the finish or color of the window can also diminish the match. Examples include white vinyl tracks on dark-painted wood windows or wide, black, glazing gaskets on white aluminum windows.

Glass characteristics

- Insulated glass is generally acceptable for new windows as long as it does not compromise other important aspects of the match.
- The clarity and reflectivity of standard clear window glass are significant characteristics of most windows. Because these characteristics are often diminished for old glass, new glass equivalent to the original should be the basis for evaluating the glazing proposed for new windows. Color should only be a noticeable characteristic of the new glass where it was historically, and any coating added must not perceptibly increase the reflectivity of the glass.
- Where the glazing is predominantly obscure glass, it may be replaced with clear glass, but some evidence of the historic glazing must be retained, either in parts of windows or in selected window units."

The following is the process necessary to return the original windows to functional condition:

Wood Double-Hung, Casement, and Fixed Windows

On-Site Method of Procedure

Window Sash Removal:

1.) When required per EPA regulations, place poly-sheeting on the floor at the work area to collect any dust or debris created during the sash removal process. The sheeting will extend 10 feet from the window opening towards the interior of the room and 6 feet on either side of the opening. If these minimum distances cannot be achieved, the sheeting will extend as far as possible into the room as well as side to side in front of the window opening.
2.) Remove the left and right sash from the opening by removing the hinge pins or by unscrewing the hinge from the jamb
4.) Number each sash for each opening according to the window schedule using a "Sharpie" to write the corresponding number on the unfinished side of the stile of each sash. Where multiple sashes are present in one opening, a dash (-) followed by a sequential numbering system will be used. For example; a window opening designated 236C has 4 total sashes. There are two upper sashes and two lower sashes. As viewed from the interior, if sash removal will begin in the lower left hand corner of the opening: The lower left hand sash will be labeled 236C-1, the upper left hand sash will be labeled 236C-2, the lower right hand sash will be labeled 236C-3, and the upper right hand sash will be labeled 236C-4. This system will be utilized in the same order where transom windows are present. The interior stop will be labeled with 236C and differentiated by an "L," "C," or "R" to designate its original location (Left, Center, or Right). The parting stop is not typically labeled or restored as it is most often time damaged beyond repair during the removal process and new parting stop will be fabricated to match the existing for every opening.
5.) When required per EPA regulations, bag or wrap all components; including sash, interior stop, parting stop and trash in heavy duty poly-sheeting or poly-bags to assure containment of any dust or debris during transport.
6.) When required per EPA regulations, cleaning verification will be provided following a thorough cleaning of the area using damp wipes and/or HEPA vacuums; including, but not limited to, all sills, stools, floors, weight pockets, poly-bags and poly-sheeting.

Installation of Temporary Enclosures:

1.) The material selected for use as the temporary enclosure, "Verolite" or similar, will be cut to fit inside the existing opening whenever possible. If not specified, plywood or OSB will be utilized. When required, the perimeter of the Verolite, plywood, or OSB will be wrapped in foam tape in an effort to create the most effective weather seal possible. The wood backing for this will be screwed to the existing frame where the interior stop and/or parting stop was located. The screw holes created will be hidden by the interior stop or parting stop upon reinstallation of the restored components and causes little to no damage to the frame. The verolite will then be attached to this backing material utilizing screws.

Existing Frame Restoration:

1.) Loose and Flaking or failed paint is removed following the National Park Service Preservation Brief number 10. A "wet method" utilizing chemical strippers, carbide scrapers, or HEPA approved mechanical sanders (or a combination of all three) will ensure that no lead based paint dust is created. Following the paint stripping process, a thorough visual and tactile examination of the existing wood substrate will be performed.
2.) If there are any pieces or components that have shifted or become loose on the frame, counter-sunk

coated screws and/or galvanized brad nails will be utilized to restore the integrity of the components.
3.) If it is determined that the existing substrate is beyond repair through the use of epoxy, the deteriorated wood will be "cut" out of the existing frame and a replacement piece fabricated to replicate the removed component, commonly referred to as a "Dutchman," will be installed in its place. After all of the Dutchmen have been installed, epoxy will be utilized to make any other repairs that are deemed necessary.
4.) When the epoxy has dried, it will be sanded to shape. A thorough review by our staff will determine if any additional epoxy consolidate is required.
5.) All window frame components will then be primed, and an additional review completed to ensure that we have achieved the acceptable criteria set forth by the "Mock-up Review." If more consolidation is deemed necessary, the primer at that location will be removed and steps 5-7 will be repeated.
6.) A modified polyurethane sealant will then be applied to any and all areas that require it. The sealant will either be color matched and/or paintable. It will be a low-modulus elastomeric product.
7.) A minimum of two finish coats of paint will then be applied and given ample drying time before the restored sash will be installed.

Sash Installation:

1.) The sash will be delivered pre-finished to site and will be installed per the plans and specifications. Depending on the specifications, metal interlocking weather stripping will be utilized in conjunction with compression bulb weatherstripping for casement sash. The sashes are installed in a manner which attempts to balance the ease of operation while still maintaining the best possible seal against air infiltration.
2.) The locking hardware will then be installed.
3.) All necessary caulking and paint touch up will be preformed after installation to provide a clean and seamless finished product.
4.) After the owner and architect have reviewed the finished product, all necessary punch-list items will be corrected.

Off-site Method of Procedure

Receiving Sash:

1.) When the sashes and interior stop arrive at the "Shop" the window designation numbers are "stamped" into the sash at the same location. This is to ensure that the number is not inadvertently removed during the restoration process.

Glazing Putty, Glass Removal, and Glass Cleaning:

1.) Steam ovens are utilized to soften the historic glazing putty and all existing putty is removed. This ensures a wet method technique that is non-invasive and is the best method to avoid breakage of the glass during this process.
2.) When the glass has been removed, the corresponding sash number is written on a piece of tape and applied to the surface of the glass.
3.) This number will be removed temporarily when the glass is cleaned, but will be reattached after the cleaning is complete. Typical glass cleaners such as Windex are utilized. All glass that can be reused will be reused. Existing scratches on the glass that were not created during the removal or cleaning process will not dictate replacement of the glass unless directed by the architect and/or owner.
4.) When the sash has completed the restoration process in the shop, the original piece of glass will be installed in the same location from which it came.

Sash Restoration:

1.) All sashes, after they have been stripped, are re-squared prior to applying epoxy consolidates. This is achieved by clamping the sash and when 90 degree internal angles are achieved, dowels are utilized to maintain the shape.
2.) Before the glass is set and bedded, and after the sanding of the epoxy is completed, the glazing rabbit is primed.
3.) After sanding the epoxy consolidates, kerfs are cut for future installation of the bulb seal and, when specified, t-rail weather stripping.

Sash Replication:

1.) Where window sash are missing the jambs are carefully measured, including the diagonals to allow for adjustments for out-of-square openings and with careful notation of hinge and hardware location.
2.) Lumber is selected to match the existing wood, with care being taken regarding grain direction to prevent warping or twisting.
3.) Using the existing sash as a template, new sash are constructed mimicking the stile and rail dimensions, joinery details, and profiles
4.) Once constructed, the replica sash join the restored sash at the sanding phase and continue through the same steps in the Glazing and Painting and Staining processes.

Interior Stop Restoration:

1.) This process is similar to the Existing Frame Restoration section but may include some new fabrication to replace pieces which were damaged beyond repair during the sash removal process.

Parting Stop Fabrication:

1.) All parting stop will be fabricated to match existing and will be prefinished in the shop prior to installation on-site.

Glazing Process:

1.) Dap Glazing compound is applied to the glazing rabbit and the glass is installed using push points when traditional glazing putty is utilized. Push points are not used when glass stops (wood or other) are utilized.
2.) The residual Dap compound that “oozes” out is cleaned from the glass and wood sash surfaces.
3.) When the Dap has “set-up” Glazing putty or wood glass stop is applied.
4.) The sash is then placed vertically in a drying rack.
5.) Depending on the type of glazing compound utilized, dry time can range from a little as a few days to as long as 6 weeks.

Painting and Staining Process:

1.) The sashes are masked to protect the glass but still allow the finish paint to extend very slightly beyond the glazing bed to create a seal.
2.) They are transferred to painting racks, and the primer and two finish coats are applied with an airless or a HVLP paint sprayer.
3.) When the finish coat is dry, the masking is removed, the bulb seal installed, glass cleaned, and the sash delivered to the site for installation.

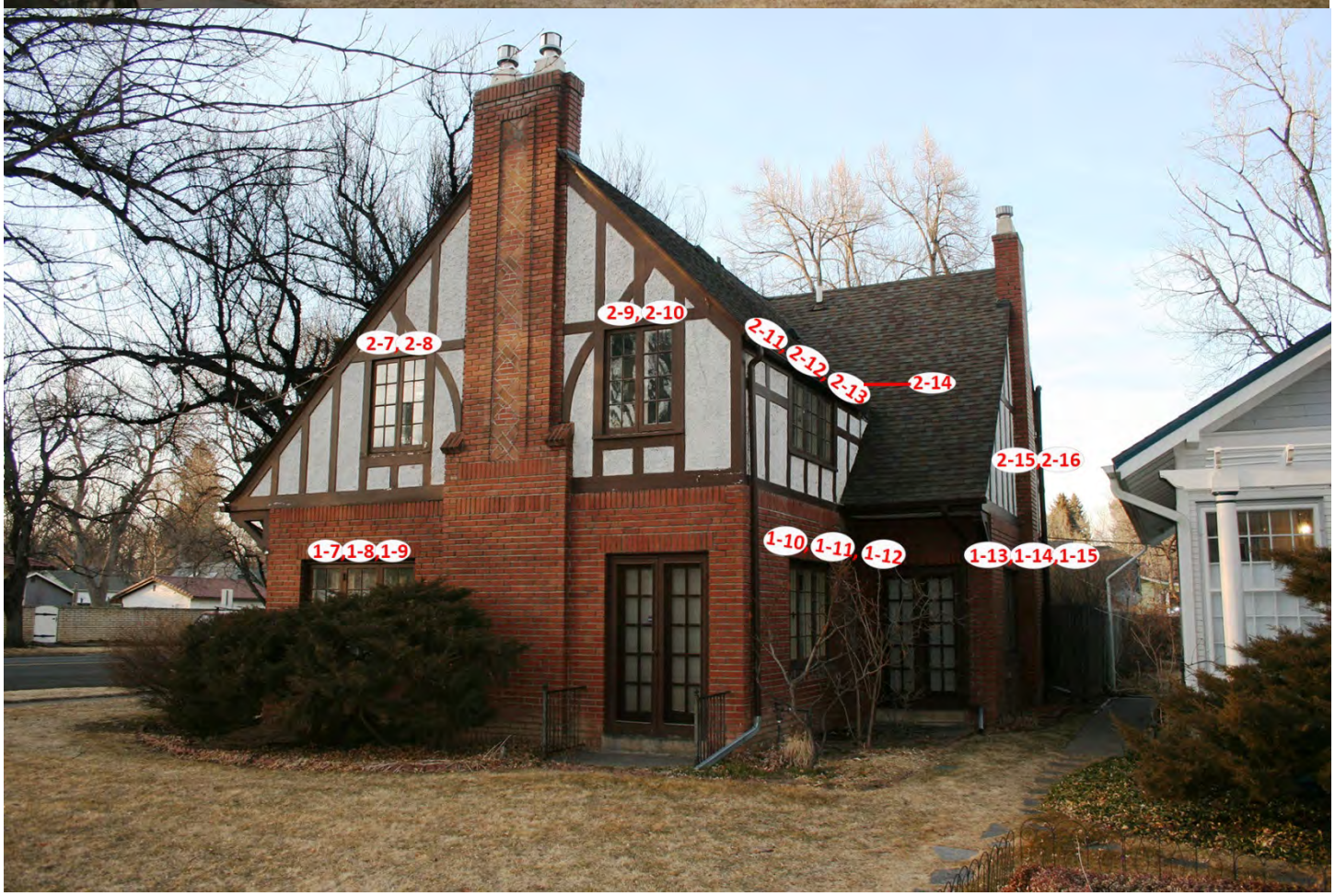
Thank you for the opportunity to visit this property. If you have any questions or comments please contact me at 303-746-1602, or barlowpl@gmail.com

Regards,

Phillip Barlow, Owner

Enclosed Materials:
Labeled Elevations
Window Evaluation Matrix
Photo Documentation


2-24,2-25
2-1 2-2
2-3,2-4,2-5,2-6
2-7,2-8
2-9,2-10
1-25,1-26
1-27
1-1
1-2,1-3,1-4,1-5,1-6
1-7, 1-8, 1-9
1-10,1-11


2-7, 2-8
2-9, 2-10
2-11, 2-12, 2-13
2-14
2-15,2-16
1-7,1-8,1-9
1-10, 1-11, 1-12
1-13,1-14,1-15

122 Jackson Avenue					Frame						Sash					Function						
Location	Opening Number	Description/Notes	Operation	Material	Sill	Jambs	Exterior trim & stops	Stool	Interior trim & stops	Interior wall surfaces	Lowest Rail	Other rails & stiles	Muntins and mullions	Meeting Rails	Glazing putty & gaskets	Operators & handles	Movement Mechanics	Locks	Square	Weatherstripping	Operation Impaired?	
1	1	6 1/4" x 65 1/2" sidelite	FX	W	3	1	2	N/A	1	3	1	1	N/A	N/A	1	N/A	N/A	N/A	Y	N	N/A	
1	2	24" x 50"	C	W	1	1	N/A	0	N/A	0	1	1	1	N/A	2	3	3	1	Y	Y	PS	
1	3	24" x 50"	C	W	1	1	N/A	0	N/A	0	1	1	1	N/A	2	1	3	1	Y	Y	PS	
1	4	24" x 50"	C	W	1	1	N/A	0	N/A	0	1	1	1	N/A	2	1	3	1	Y	Y	PS	
1	5	24" x 50"	C	W	1	1	N/A	0	N/A	0	1	1	1	N/A	2	1	3	1	Y	Y	PS	
1	6	24" x 50"	C	W	1	1	N/A	0	N/A	0	1	1	1	N/A	2	1	3	1	Y	Y	PS	
1	7	24" x 50" No hinged catches	C	W	1	1	N/A	1	N/A	0	2	2	2	N/A	3	N/A	1	1	Y	Y	N	
1	8	24" x 50" No hinged catches	C	W	1	1	N/A	1	N/A	0	3	3	2	N/A	3	N/A	3	1	Y	Y	Y-Sticks	
1	9	24" x 50" No hinged catches	C	W	1	1	N/A	1	N/A	0	3	3	2	N/A	3	N/A	2	1	Y	Y	Y-Nailed	
1	10	24" x 50" No hinged catches	C	W	1	1	N/A	1	N/A	0	1	1	1	N/A	2	N/A	2	1	Y	Y	Y-Sticks	
1	11	24" x 50" No hinged catches	C	W	1	1	N/A	1	N/A	0	2	1	1	N/A	2	N/A	2	1	Y	Y	Y-Sticks	
1	12	24" x 50" No hinged catches	C	W	1	1	N/A	1	N/A	0	1	1	2	N/A	2	N/A	2	1	Y	Y	Y-Sticks	
1	13	24" x 50"	C	W	1	1	N/A	1	N/A	0	1	1	1	N/A	1	1	1	1	Y	Y	N	
1	14	24" x 50"	C	W	1	1	N/A	1	N/A	0	1	1	1	N/A	1	1	1	1	Y	Y	N	
1	15	24" x 50"	C	W	1	1	N/A	1	N/A	0	1	1	1	N/A	1	1	1	1	Y	Y	N	
1	16	24" x 37" Mech. Cranks	C	W	1	1	N/A	1	N/A	0	1	1	1	N/A	2	3	1	1	Y	Y	N	
1	17	24" x 37" Mech. Cranks	C	W	1	1	N/A	1	N/A	0	1	1	1	N/A	2	2	1	1	Y	Y	N	
1	18	24" x 37" Mech. Cranks	C	W	1	1	N/A	1	N/A	0	1	1	1	N/A	2	2	1	1	Y	Y	N	
1	19	24" x 37" Mech. Cranks	C	W	1	1	N/A	1	N/A	0	1	1	1	N/A	2	2	1	1	Y	Y	N	
1	20	24" x 37"	C	W	1	1	N/A	1	N/A	0	2	1	1	N/A	1	N/A	1	1	Y	Y	N	
1	21	24" x 37"	C	W	1	1	N/A	1	N/A	0	2	1	1	N/A	1	N/A	1	1	Y	Y	N	
1	22	24" x 37"	C	W	1	1	N/A	1	N/A	0	2	1	1	N/A	1	N/A	1	1	Y	Y	Y-PS	
1	23	24" x 37"	C	W	1	1	N/A	1	N/A	0	2	1	1	N/A	1	N/A	1	1	Y	Y	Y-PS	
1	24	24" x 37" Mech. Cranks	C	W	1	1	N/A	3	N/A	3	1	1	1	N/A	2	2	2	2	Y	Y	Y-Sticks	
1	25	24" x 37" Mech. Cranks	C	W	1	1	N/A	3	N/A	3	1	1	1	N/A	2	2	2	1	Y	Y	Y-Sticks	
1	26	24" x 37" Mech. Cranks	C	W	1	1	N/A	3	N/A	3	1	1	1	N/A	2	2	2	1	Y	Y	Y-PS	
1	27	6 1/4" x 65 1/2" sidelite	FX	W	2	1	2	N/A	1	3	1	1	N/A	N/A	1	N/A	N/A	N/A	Y	N/A	N/A	

KEY

FRAME/SASH/FUNCT
3- Advanc. Deterior.
2- Unstable
1- Maintenance Req.
0- Excellent

MATERIAL
S- Steel
W- Wood
A- Aluminum
O- Other
GB- Glass Block

OPERATION
SH- Single hung
DH- Double hung
C- Casement
HS- Horizontal Slider
FX- Fixed
O- Other

MISC.
PS-Painted Shut
UPS-Upper painted shut

122 Jackson Avenue					Frame						Sash					Function						
Location	Opening Number	Description/Notes	Operation	Material	Sill	Jambs	Exterior trim & stops	Stool	Interior trim & stops	Interior wall surfaces	Lowest Rail	Other rails & stiles	Muntins and mullions	Meeting Rails	Glazing putty & gaskets	Operators & handles	Movement Mechanics	Locks	Square	Weatherstripping	Operation Impaired?	
2	1	18" x 38"	C	W	1	1	N/A	1	N/A	0	3	2	2	N/A	3	N/A	3	1	Y	N/A	Y-PS	
2	2	18" x 38"	C	W	1	1	N/A	1	N/A	0	3	1	2	N/A	3	N/A	3	1	Y	N/A	Y-PS	
2	3	20" x 50" - Master bedroom	C	W	1	1	N/A	2	N/A	0	3	2	2	N/A	3	2	2	1	Y	Y	Y-Sticks	
2	4	20" x 50" - Master bedroom	FX	W	1	1	N/A	3	N/A	0	3	3	3	N/A	3	N/A	N/A	N/A	N/A	N/A	N/A	
2	5	20" x 50" - Master bedroom	FX	W	1	1	N/A	3	N/A	0	3	3	3	N/A	3	N/A	N/A	N/A	N/A	N/A	N/A	
2	6	20" x 50" - Master bedroom	C	W	1	1	N/A	3	N/A	0	3	3	3	N/A	3	2	3	1	N	Y	Y-Sticks	
2	7	18" x 50" - Master bedroom	C	W	3	1	N/A	1	N/A	0	3	3	3	N/A	3	2	2	1	Y	Y	N	
2	8	18" x 50" - Master bedroom	FX	W	3	1	N/A	1	N/A	0	3	3	3	N/A	3	N/A	N/A	N/A	N/A	N/A	N/A	
2	9	18" x 50" - Master bedroom	FX	W	3	1	N/A	1	N/A	0	3	3	3	N/A	3	N/A	N/A	N/A	N/A	N/A	N/A	
2	10	18" x 50" - Master bedroom	C	W	3	1	N/A	1	N/A	0	3	3	3	N/A	3	2	2	1	Y	Y	N	
2	11	24" x 38" - Master bedroom	C	W	2	1	N/A	1	N/A	0	2	2	2	N/A	3	2	1	1	Y	Y	N	
2	12	24" x 38" - Master bedroom	C	W	2	1	N/A	1	N/A	0	2	2	2	N/A	3	N/A	1	1	Y	Y	N	
2	13	24" x 38" - Master bedroom	C	W	2	1	N/A	1	N/A	0	2	2	2	N/A	3	2	1	1	Y	Y	N	
2	14	16" x 18" -arched	H	W	1	1	N/A	1	N/A	0	1	1	1	N/A	3	1	3	1	Y	Y	Y-hits plstr	
2	15	24" x 50"- Profile doesn't match	C	W	2	1	N/A	1	N/A	0	1	1	1	N/A	3	1	1	1	Y	Y	N	
2	16	24" x 50"- Profile doesn't match	C	W	2	1	N/A	1	N/A	0	1	1	1	N/A	3	1	1	1	Y	Y	N	
2	17	24" x 50"- Profile doesn't match	C	W	2	1	N/A	1	N/A	0	1	1	1	N/A	3	1	1	1	Y	Y	N	
2	18	24" x 50"- Profile doesn't match	FX	W	2	1	N/A	1	N/A	0	1	1	1	N/A	3	N/A	N/A	N/A	Y	N/A	N/A	
2	19	24" x 50"- Profile doesn't match	C	W	2	1	N/A	1	N/A	0	1	1	1	N/A	3	1	1	1	Y	Y	N	
2	20	23" x 43" - Replacement																				
2	21	23" x 43" - Replacement																				
2	22	23" x 43" - Replacement																				
2	23	23" x 43" - Replacement																				
2	24	23" x 43" - Replacement																				
2	25	23" x 43" - Replacement																				

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MISC.
PS-Painted Shut
UPS-Upper painted shut

1-1 Exterior

1-1 Exterior Detail 1

1-1 Interior

1-2 through 1-6 Exterior

1-2 through 1-6

1-2 Exterior

1-2 Interior

1-2 Interior Detail 1

1-3 Exterior

1-3 Interior

1-4 Exterior

1-4 Interior

1-5 Exterior

1-5 Interior

1-6 Exterior

1-6 Interior

1-7 Exterior

1-7 Interior

1-7 Interior Detail 1

1-8 Exterior

1-8 Interior

1-8 Interior Detail 1

1-9 Exterior

1-9 Interior

1-9 Interior Detail 1

1-10 Exterior

1-10 Exterior Detail 1

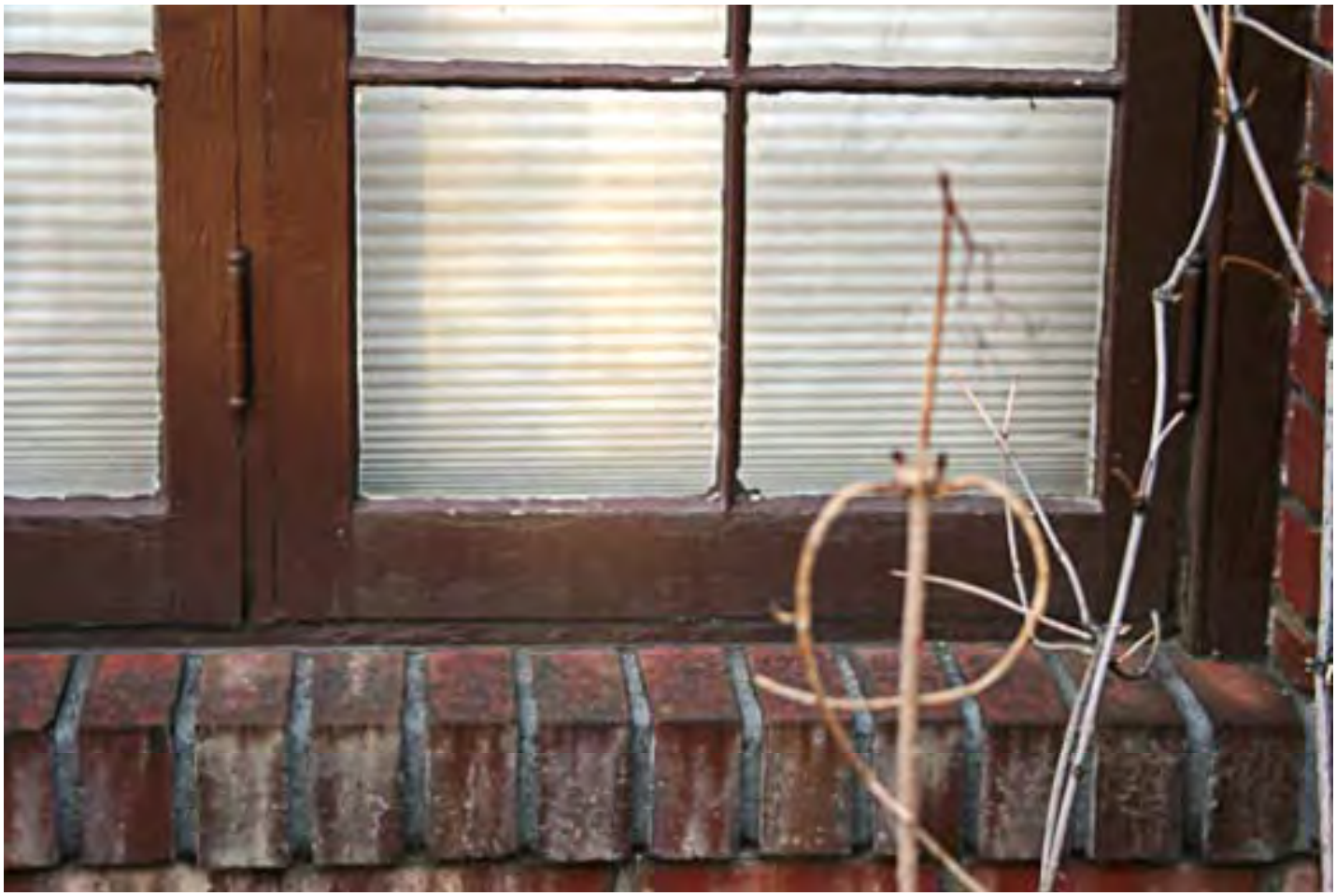
1-10 Interior

1-11 Exterior

1-11 Exterior Detail 1

1-11 Interior

1-12 Exterior



1-12 Exterior Detail 1

1-12 Exterior Detail 2

1-12 Interior

1-12 Interior Detail 1

1-12 Interior Detail 2

1-13 through 1-15 Exterior

1-13 through 1-15

1-13 Exterior

1-13 Interior

1-14 Exterior

1-14 Interior

1-14 Interior Detail 1

1-15 Exterior

1-15 Exterior Detail 1

1-15 Interior

1-15 Interior Detail 2

1-15 Interior Detail 1

1-16 _ 1-17 Interior

1-16 Exterior

1-16 Interior

1-17 Exterior

1-17 Interior

1-17 Interior Detail 1

1-17 Interior Detail 2

1-18 _ 1-19 Interior

1-18 Exterior

1-18 Interior

1-19 Exterior

1-19 Interior

1-20 _ 1-21 Interior

1-20 Exterior

1-20 Interior

1-21 Exterior

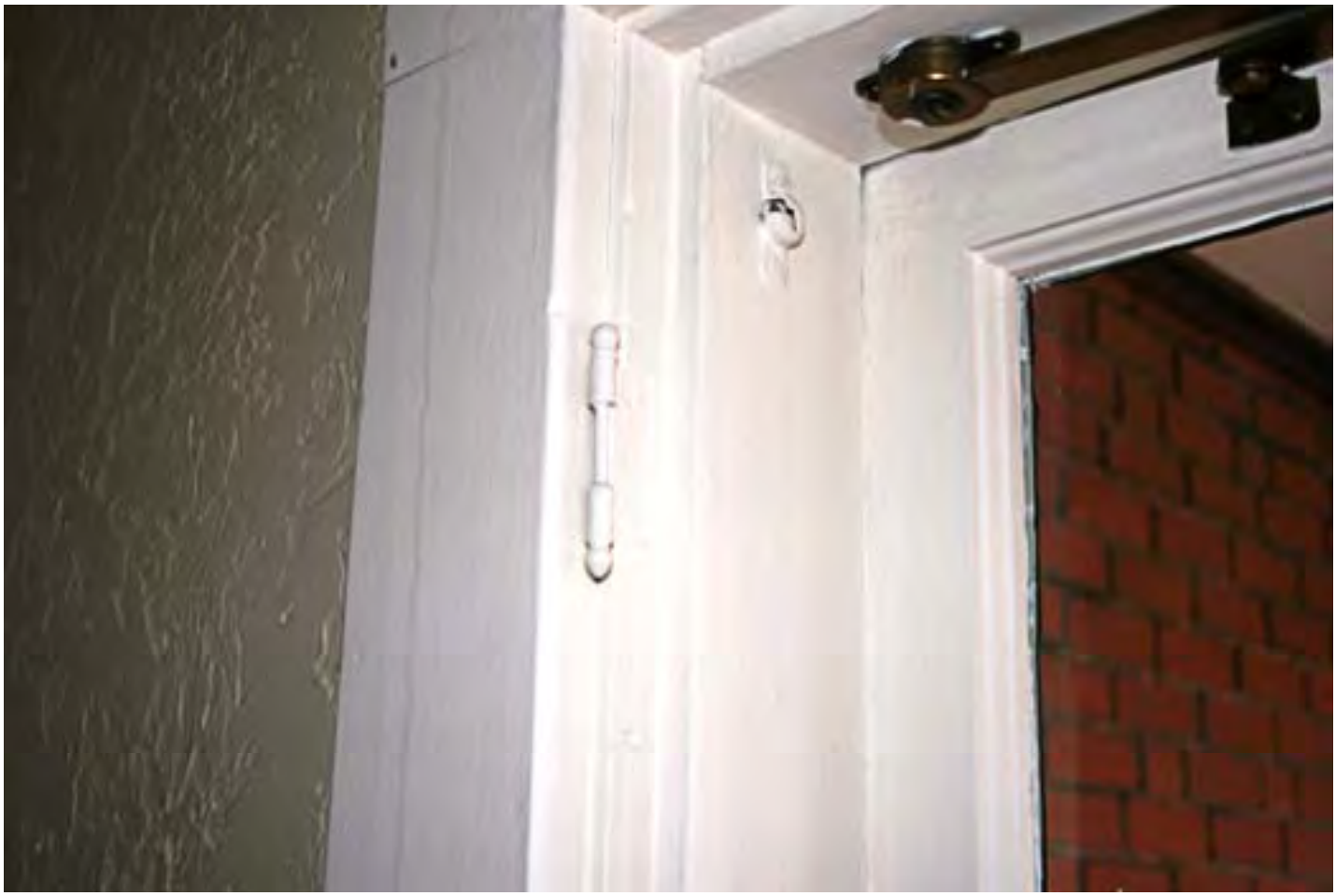
1-21 Interior

1-22 Exterior

1-22 Interior

1-23 Exterior

1-23 Interior



1-23 Interior Detail 1

1-24 Exterior

1-24 Interior

1-25 _ 1-26 Interior

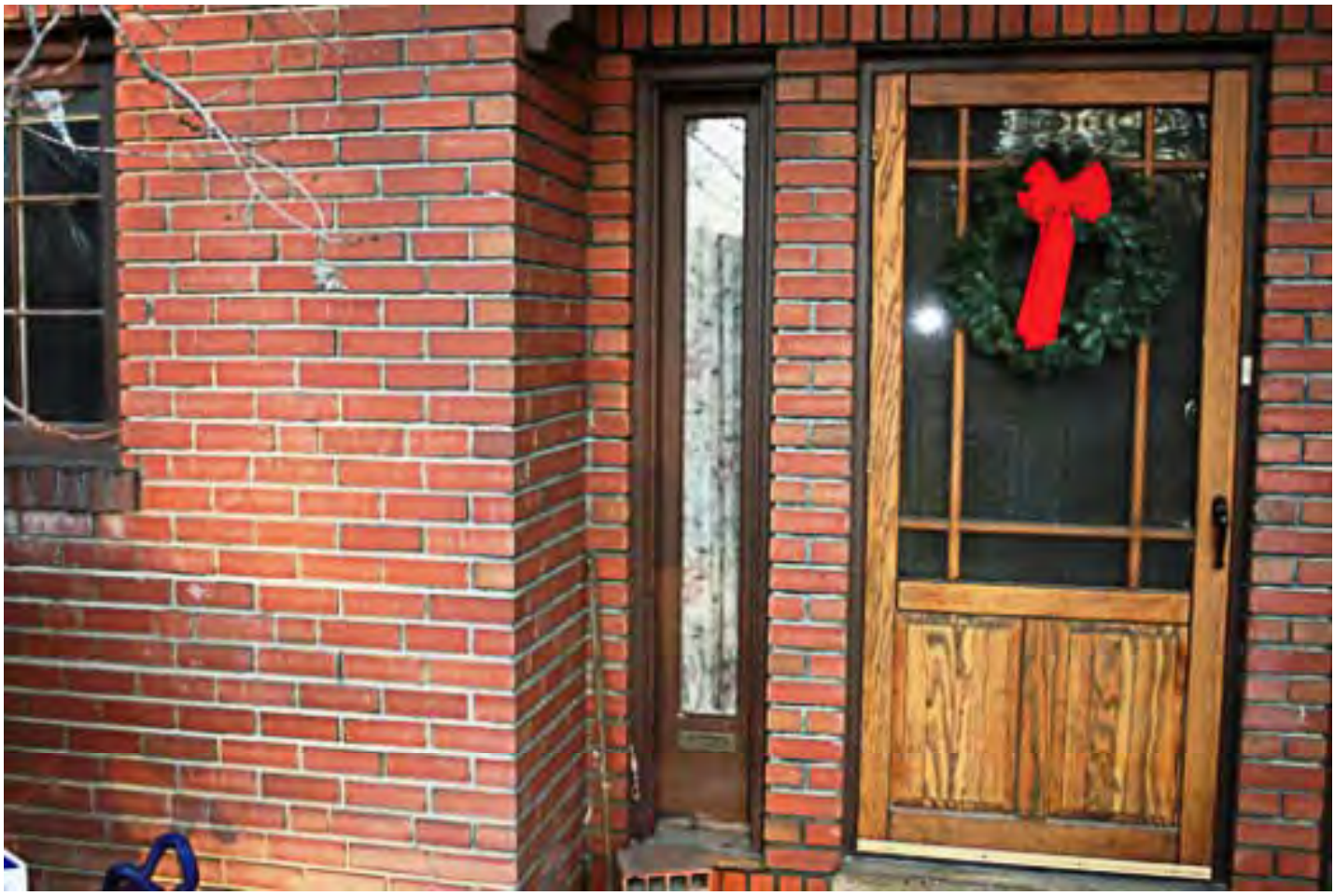
1-25 Exterior

1-25 Exterior detail 1

1-25 Interior

1-26 Exterior

1-26 Interior



1-27 Exterior

1-27 Interior

2-1 and 2-2 Exterior

2-1 _ 2-2 Interior

2-1 Interior

2-2 Interior

2-2 Interior Detail 1

2-2 Interior Detail 2

2-3 Exterior

2-3 Interior

2-3 Interior Detail 1

2-3 through 2-6

2-4 Exterior

2-4 Exterior 1

2-4 Exterior 2

2-4 Exterior 3

2-4 Interior

2-4 Interior Detail 1

2-5 Exterior

2-5 Interior

2-5 Interior Detail 1

2-5 Interior Detail 2

2-6 Exterior

2-6 Interior

2-6 Interior Detail 1

2-7 Exterior

2-7 Interior

2-8 Exterior

2-8 Interior

2-8 Interior Detail 1

2-9 Exterior

2-9 Interior

2-9 Interior Detail 1

2-10 Exterior

2-10 Interior

2-11 _ 2-13 Interior

2-11 Exterior

2-11 Interior

2-11 throught 2-13

2-12 Exterior

2-12 Interior

2-12 Interior Detail 1

2-13 Exterior

2-13 Interior

2-14 Exterior

2-14 Interior

2-15 _ 2-16 Interior

2-15 Exterior

2-15 Interior

2-16 Exterior

2-16 Interior

2-17 _2-19 Interior

2-17 Exterior

2-17 Interior

2-17 through 2-19

2-18 Exterior

2-18 Interior

2-19 Exterior

2-19 Interior

2-20_2-21 Exterior

2-20_2-21 Interior

2-22_2-23 Exterior

2-22_2-23 Interior

2-24_2-25 Exterior

2-24_2-25 Interior