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**LOCAL HISTORIC DISTRICT:** Wilmore

**PROPERTY ADDRESS:** 305 Westwood Avenue

**SUMMARY OF REQUEST:** Replacement Windows + Door

**APPLICANT/OWNER:** Patrick Hill, owner

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**Details of Proposed Request**

*Existing Conditions*

The existing structure is a one-story Bungalow style house constructed in 1933. Architectural features include full width front porch under a gable roof supported by square brick columns. Other features include side gable roof, wood Dutch lap siding with wood shingles in the gables, and wood brackets. All brick on the house is painted (foundation, porch columns, chimney). A rear addition with fiber cement siding and a concrete block foundation was added in 2010 just prior to the creation of the Wilmore Local Historic District. A Notice of Violation (NOV) was issued by Code Enforcement in 2016 for the stockade-style wood fence, and compliance is being worked through with staff.

*Proposal*

The proposal is for replacement of non-original windows in the original portion of the house. The windows in the 2010 rear addition are vinyl. The windows in the original portion of the house are single-pane 1/1 wood replacement windows. The applicant proposes to install vinyl sash-kit replacement windows in the original portion of the house to match those in the rear addition. All original wood window trim will remain. The proposal also includes changing a triple window on the left elevation to a set of French-doors. The original window trim will remain where possible.

*Continued on next page*

**GUIDELINES**

**For Existing Windows:**

1. Retain and preserve windows that contribute to the overall historic character of a building, including frames, sash, glass, muntins, sills, trim, surrounds, and shutters. Ensure that all hardware is in good operating condition.
2. Repair original windows by patching, splicing, consolidating, or otherwise reinforcing. Wood that appears to be in bad condition because of peeling paint or separated joints often can, in fact, be repaired rather than replaced. Ensure that caulk and glazing putty are in good condition and that water drains off the sills.
3. Replace only those features of the window that are beyond repair.
4. Uncover and repair covered-up windows and reinstall windows with their original dimensions where they have been blocked in.
5. If a window is no longer needed due to interior renovations, retain the glass screen or shutter the backside so that it appears from the outside to be in use.
6. Avoid adding new openings or changing existing openings on primary elevations.
7. Reconstruct missing windows based on old photographs, drawings, and existing windows in the house.
8. If a window on the front of the house is missing or beyond repair and full replacement is required, consider relocating a matching original window from a secondary elevation. The window should be the same style and size as identified on the front elevation. Install a new window on the secondary façade to match size and features of the original.
9. Exterior storm windows should meet the following criteria:
  - a. Match divisions to sash lines of the original

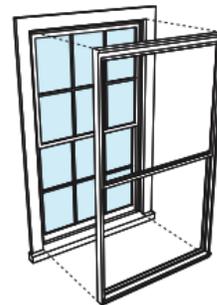
windows. Use meeting rails only in conjunction with double-hung windows and place them in the same relative location as the primary sash.

- b. Size exterior storm windows to fit tightly within the existing window openings without the need for a subframe or panning (a filler panel) around the perimeter.
- c. Match the color of the frame with the color of the primary window frame.
- d. Use only clear glass.
- e. Set storm sash as far back from the plane of the exterior wall surface as practicable.

*For Replacement Windows: Applicants seeking the total replacement of original historic windows, as defined in A-1, will be referred to the HDC for review.*

10. Replace entire windows only when they are missing or beyond repair.
11. To determine if replacement windows are necessary, first survey existing window conditions by noting the number of windows, whether each window is original or replaced, the material, type, hardware and finish, the condition of the frame, sash, sill, putty, and panes, in order to clearly gauge the extent of rehabilitation or replacement necessary. See Section on Energy Conservation at the beginning of this chapter.
12. If only the original sashes are badly deteriorated, explore using sash replacement kits and retain existing wood window frames. This approach reduces potential damage to the surrounding interior and exterior historic materials.
13. Maintain the original size and shape of windows. Thin sash frames rarely maintain the overall appearance of historic sash.
14. Match window replacements to the height and width of the original openings.

15. Retain the appearance of a double-hung window whether one or both sashes are operable.
16. Do not reduce the glass surface area.
17. Maintain the original number and arrangement of panes.
18. Give depth and profile to windows by using true divided lights, or three-part simulated divided lights with integral spacer bars and both interior and exterior fixed muntins. Small variations such as the width and depth of the muntins and sash may be permitted if those variations do not significantly impact the historic characteristics of the window design. Clip-in/false muntins, flat muntins and removable external grilles are not allowed.
19. Replace a wood window with a wood window when possible. Aluminum-clad wood that meet these guidelines may be considered on a case-by-case basis. Requests for vinyl windows, wood-resin composite, or fiberglass windows must be reviewed by the full Historic District Commission.
20. Use translucent or low-e glass.
21. Paint windows in a historically appropriate paint color, if possible.



*Storm windows should fit within the inside casing of the historic window and not cover outside trim.*

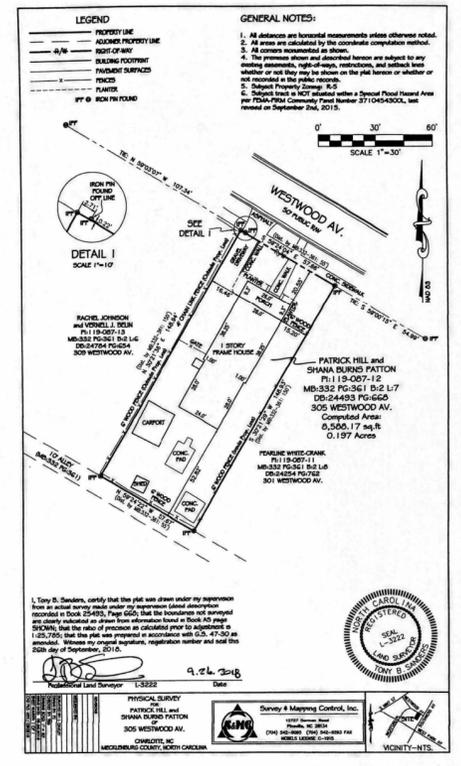
4.14	1. Introduction	2. Historic District Review Process	3. Historic Districts & Architecture	4. Rehabilitation of Building Elements	5. Building Materials
	6. New Construction	7. Additions	8. Guidelines for Private Sites	9. Demolition & Relocation of Historic Structures	Appendices

**Staff Recommendation**

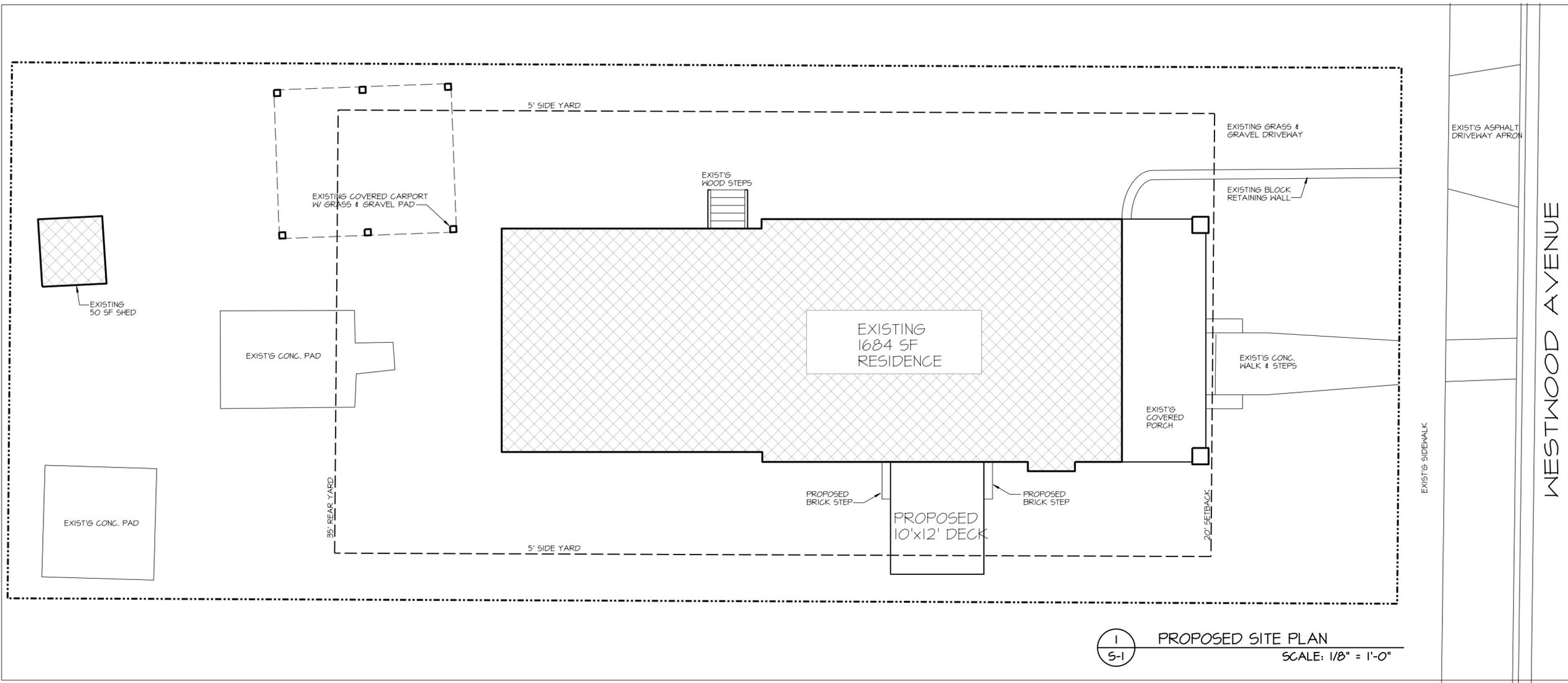
Staff has the following concerns with the application:

1. The Commission will determine the proposed replacement windows are acceptable.
2. Minor revisions may be reviewed by staff.





EXISTING PLAT PLAN  
SCALE: N.T.S.



PROPOSED SITE PLAN  
SCALE: 1/8" = 1'-0"

HILL RESIDENCE  
HOME RENOVATION & EXPANSION

Patrick & Shanna Hill / 305 Westwood Ave. / Charlotte, NC 28203

SOUTHWOOD AVENUE



301



305 [SUBJECT PROPERTY]



309



313



317  
SOUTH SIDE OF STREET

WESTWOOD AVENUE

300



304



308



312/ 316



NORTH SIDE OF STREET  
320



BRIAN G. LaPOINTE  
ARCHITECT

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PRELIMINARY HDC  
SUBMITTAL DATE:  
5 OCTOBER 2018

HILL RESIDENCE  
HOME RENOVATION & EXPANSION  
Patrick & Shanna Hill / 305 Westwood Ave. / Charlotte, NC 28203



305 WESTWOOD AVENUE

PHOTOS  
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