



**LEESBURG BOARD OF ARCHITECTURAL REVIEW  
STAFF REPORT**

**PUBLIC HEARING AND REGULAR MEETING: 17 SEPTEMBER 2012  
AGENDA ITEM 6b**

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**BAR Case No. TLHP-2012-0072: Replace wood windows with wood windows to match existing, trim to remain.**

**Reviewer:** Kim K. Del Rance, LEED AP  
**Address:** 109 Liberty St NW  
**Zoning:** B-1, H-1 Overlay District  
**Applicant:** Drew Lauten, Lauten Construction  
**Owner:** Stephanie Jones-Carlson

**Site Description from the 1998 survey:**

This 1875 wood frame vernacular house has original wood windows and German wood siding beneath aluminum siding that was installed prior the survey done in 1975.

**Context:** This house is reflective of the styles built during the second period of growth in Leesburg from 1830 to 1878. The original house has a standing seam metal roof and original scroll sawn exposed rafter tails. Deterioration was a listed threat to the good condition of the house in the 1975 survey.

**Description of Proposal:**

Applicant requests to replace 17 wood divided lite windows with 17 wood windows with simulated divided lites and insulated glass to match the existing windows and to replace 3 wood doors with wood doors to match the existing.

**Site Development/Zoning Issues:** None.

**APPLICABLE GUIDELINES**

Old and Historic District Sign Guidelines

**Ch. 5 D. Windows**

- 1. Retain** original or historic windows that contribute to the overall historic character of the building.
- 2. Repair** original windows
- 4. Replace** only those features of the window that are beyond repair
- 5. Replace** in kind only when they are missing or beyond repair

**Ch. 5 G. Porches and Doors**

- 1. Retain** and repair existing historic or original door(s) on all elevations
- 2. Replace** historic doors that are beyond repair with a new door of the same size, design, material and type as used originally

**STAFF RECOMMENDATION**

(Based on the BAR's discussion at the meeting, any changes to the language of either part of the motion should be incorporated as necessary.)

Based on the findings that the window survey was not available at the time of this report and the site visit will not be until September 17, 2012, it is still unknown if the windows are beyond repair: Staff recommends recessing TLHP-2012-0072 until October 1, 2012 BAR meeting unless it can be determined at the meeting or the site visit that the windows cannot be repaired.

**DRAFT MOTION**

I move that TLHP-2012-0072 be recessed until October 1, 2012 (or as amended by the BAR on September 17, 2012).

**PROPOSAL**



PO Box 2158  
 Purcellville, Virginia 20134  
 540-338-5341 Fax 540-338-5480  
 Class A Contractor # 2705-023989A  
 www.lautenconstruction.com

PROPOSAL SUBMITTED TO Stephanie Jones-Carlson		PHONE 540-266-0561	DATE 5/10/12
STREET 109 Liberty Street		JOB NAME Window Replacement	
CITY, STATE, and ZIP Leesburg, VA 20176		JOB LOCATION Jones-Carlson Residence	
ARCHITECT	DATE OF PLANS	JOB # 6321	

**We Propose** hereby to furnish material and labor -- complete in accordance with specifications below, for the sum of:

Time and Materials as noted below	dollars (\$ _____).
Payment to be made as follows: To be invoiced bi-weekly.	
Payment is due upon receipt of invoice.	
<p>All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from specifications below involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado and other necessary insurance. Our workers are fully covered by Workman's Compensation insurance.</p>	
Authorized Signature _____	Note: This proposal may be withdrawn by us if not accepted within 30 days.

Window Replacements, as follows:

**Phase One:**

Replace one window (first floor, front elevation), including

- Permit & BAR approval
- Remove old window
- Prep opening
- Install new Kolbe & Kolbe unit (SDL, 7/8" muntins, low E, Argon filled wood unit)
- Trim interior and exterior
- Paint all

Above work will be performed according to EPA RRP Guidelines and is expected to cost less than \$2,000.00

**Phase Two:**

- Replace 16 additional window units similar to above. Average unit cost is expected to be \$1,500.00
- Replace 2 doors, as above, with new as described in attached proposal from Shenandoah Sash and Door. Door replacement is expected to cost \$3,500 per door.

NOTE: Phase One will be completed, and approved, before Phase Two is started.

Labor will be provided at a rate of \$50.00 per man hour. Labor, materials and subcontractor services will be invoiced at cost, plus 25% markup.

**INVOICES ARE DUE UPON RECEIPT.**

Unpaid balance over 30 days will be assessed a finance charge of 1.5% per month. If payment of overdue balance is referred for collection, Owner agrees to pay fees and other associated costs.

**Acceptance of Proposal** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

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Lauten Construction Co. proposes to:

- Remove sashes from 16 windows
- Strip lead paint off of the window jambs following EPA & RRP guidelines for lead paint.
- Prime window jambs
- Temporary seal window openings
- Strip all lead paint off of window sashes
- Replace approx 12 sashes at \$750 per sash
- Prime, glaze and paint all sashes
- Re-install window sashes
- Paint window jambs
- Provide and install 16 sets of vintage style hardware

Add Option:

- Provide and install triple track storm windows for some measure of insulation at \$150 per window.

Above work expected to cost \$3,600 per window for a total of \$57,600.00, and take two months to complete.

Labor will be provided at a rate of \$50.00 per man hour. Labor, materials and subcontractor services will be invoiced at cost, plus 25% markup.

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Signature \_\_\_\_\_

Date of Acceptance: \_\_\_\_\_

Signature \_\_\_\_\_

# Lauten

DESIGN CONSTRUCTION

PO Box 2158 • Purcellville, Virginia 20134 • 540.338.5341 • [lautenconstruction.com](http://lautenconstruction.com)

9/7/2012

Members of Town of Leesburg Architectural Review Board

Re: Window replacement at 109 N. Liberty Street

Dear Board Members,

This is in support of the application to replace window sash at the above referenced property.

The existing windows in the front three sections of this house are mostly original. A few have been replaced, and some repaired. They consist of a lot of original material including hand made glass and pegged mortise and tenon sash, and lead based paint. (See photos and descriptions, attached). They are charming artifacts, however, their functionality as windows is poor, and in some aspects dangerous.

There was not, in the design of any of these windows, a provision for holding them open. There are no counterweights. The upper sashes are permanently fixed in place by wood blocks. The lower sashes, if opened, would need to be supported by something to hold them open, which, if removed, could cause them to drop suddenly, like little guillotines.

They will not be opened, however, because the owners of the home have had the paint on the jambs and sashes tested, and found it to contain lead. Lead has been determined to be particularly toxic to children. Two children live in the house. The friction caused in rubbing against this paint, particularly in opening and closing these windows, grinds the paint into dust. The exposure of their children to this toxic dust is unacceptable to the homeowners. Therefore they are living only in the newer sections of the house, to the rear, where the windows are of a more modern type with synthetic jamb liners, which do not experience the same friction.

The owners asked my company to help provide a solution. Together we considered the project requirements; to provide a safe, functional window system that would not poison their children, and that would operate effectively for ventilation and insulation, and maintain the historical character of the existing house, all at a reasonable cost.

We considered a full restoration of the existing windows including removal of the existing sashes, stripping the sashes and jambs of all existing paint at contact points, restoring or replacing the sashes, repainting everything, and reinstalling the sashes so that the lower ones operate optimally, at least per their original design. We would then install some type of storm windows, probably exterior triple tracks, to create a minimally effective insulation system.

As I am sure you know the EPA has recently developed and implemented a series of regulations governing the repair, restoration and painting of houses built before 1978. These regulations are specific as to the extent of containment and cleaning required for disturbance of painted surfaces exceeding a minimum area. This project would exceed the EPA RRP minimum area specifications, and so require the following of these protocols.

The extended work required at each window to strip the lead based paint off of the existing jambs would add significant costs associated with establishing and maintaining containment area on site. (See estimate A.)

The benefit to this proposed repair process would be the preservation of the existing windows. Drawbacks would be the extreme lack of functionality represented by inoperable upper sashes and unsupported lower ones, the poor insulation and weather performance, and the extremely high labor costs. The cost to benefit ratio of this approach is not supportable to these homeowners.

We then considered an approach of purchasing a sash replacement system, which would include; removal of the existing sashes, and installation of new divided light sashes similar in pane configuration to the existing, but with insulated double pane glass, operable upper and lower sashes, with counterbalances, in a weather-stripped track. This would require only one containment and cleanup per window. (See estimate B.)

We sourced the proposed replacement sash from Kolbe and Kolbe. This company is familiar with the requirements of replacement millwork in historic areas and has provided windows for a number of projects in the Leesburg Historic District (see attached list).

The cost benefit aspect of the sash replacement begins to enter the realm of reality, with the drawback of loss of historic material being counterbalanced by the potential of actually using the windows. The exterior appearance of the windows, including divided lights in the original jambs, will be as similar as possible to the originals, within the established parameters of safety, functionality and cost.

To further deprive these homeowners of the full use of their property for the sake of insisting on the continued use of poorly functioning millwork, when a safer and more reasonably priced alternative is available which is virtually identical in appearance, seems unreasonable, and I hope you will agree that the replacement system that we are proposing is acceptable.

Thank you for your consideration.

Respectfully,



Robert Lauten

attachments

Window list for 109 Liberty St.

1<sup>st</sup> floor clockwise from north

1. 6 over 6 divided light, both sashes sealed shut, muntins in terrible condition, paint flaking off, no method of keeping window open
2. 6 over 6, both sashes sealed shut, muntins in terrible condition, paint peeling off muntins.
3. 6 over 6, sealed shut, paint flaking off, inoperable, muntins damaged
4. 6 over 6, sealed shut, muntins in bad shape, damaged, 2 broken panes of glass, bad seal between sashes, allows air in and out.
5. 6 over 6, sealed shut, inoperable, not original sashes, bad fit in jamb, paint flaking, bad seal around outside of sashes, muntins damaged
6. 6 over 6, sealed shut inoperable, not original sashes, bad fit, paint flaking, bad seal
7. 6 light fixed, damaged muntins, paint flaking, bad fit in opening, not original.
8. 6 light fixed, damaged muntins, paint flaking, bad fit in opening, not original.

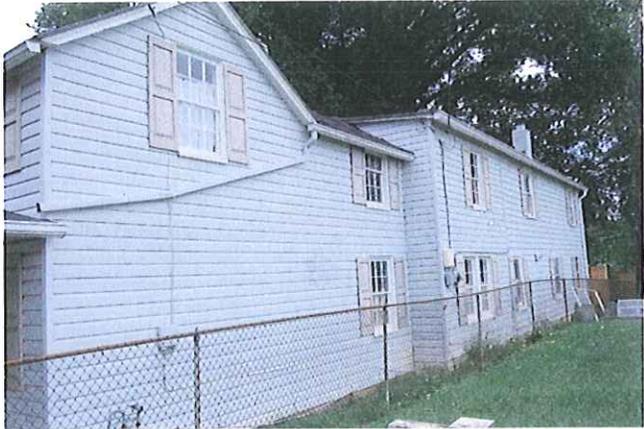
2<sup>nd</sup> floor clockwise from north

9. 6 over 6, sealed shut, top sash damaged, paint flaking, loose muntins, bottom sash not original, bottom sash does not match top sash.
10. 3 over 6, sealed shut, bottom sash in terrible condition, paint flaking, rotten wood, sash does not match opening, extension built on side of sash.
11. 6 over 6, sealed shut, paint flaking, upper sash is falling apart, drafty, both sashes are replacement
12. 3 over 6, sealed shut, paint flaking.
13. 3 over 6, sealed shut, paint flaking off.
14. 6 over 6, terrible condition, sealed shut, flaking paint, loose muntins.
15. 3 over 6, nailed and sealed shut, paint flaking off, replacement stop moulding.
16. 6 over 6, sealed shut, damaged bottom sash, broken pane of glass.



109 Liberty Street NW

view from SE  
  
view from NE



#1



#2



#1

#2



#2

#3



#3



#4



#4



#5





#4



#5

#6



#7

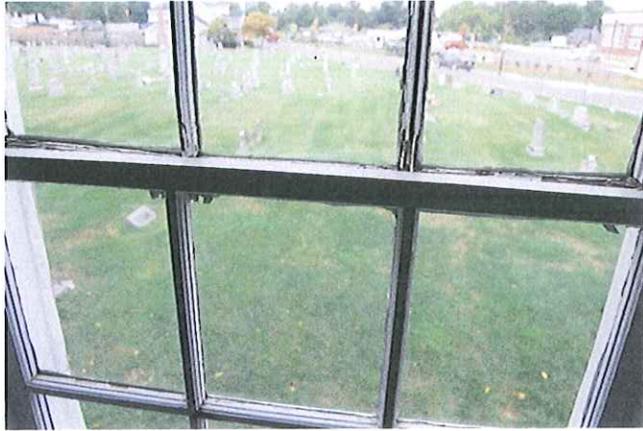


#8



#7

#9



#9

#10



#10

#11



#12



#13



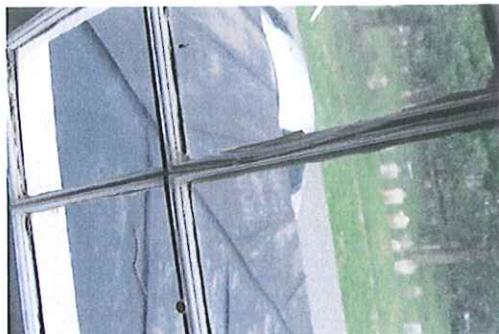
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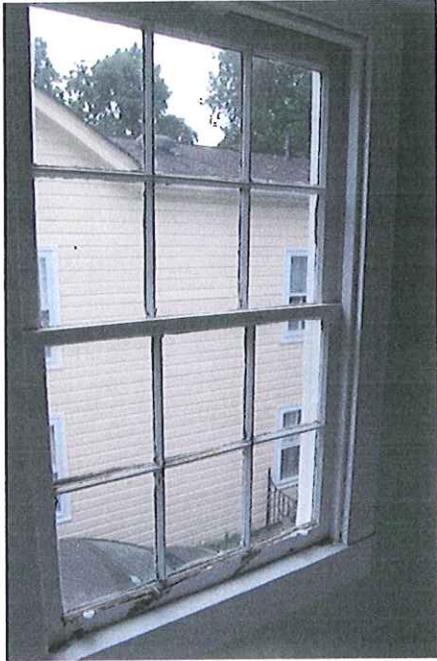
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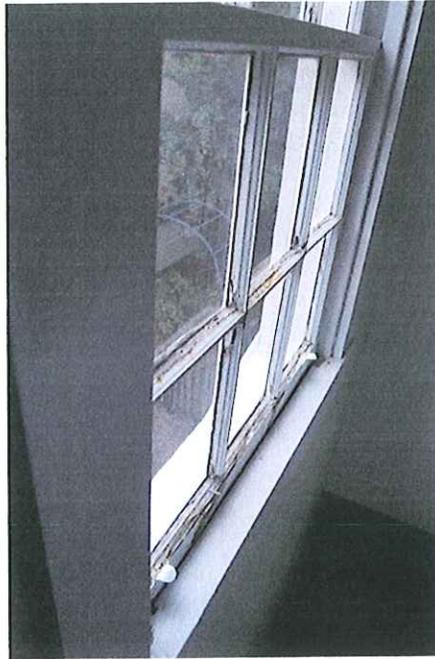
#14



#14



#15



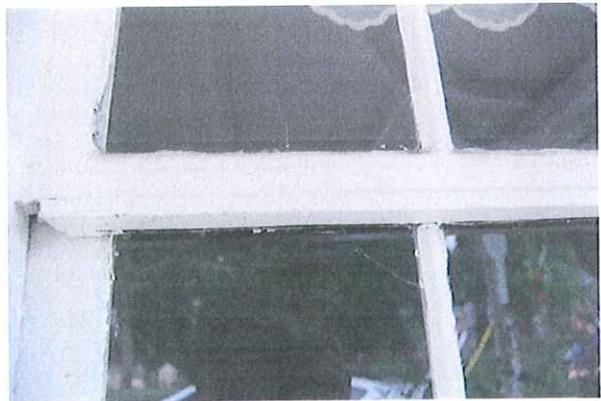
#15



#15



#16





#7

#8