

City of Hartford
Department of Development Services, Planning Division



Historic Preservation Guidelines - Tear Away Sheets

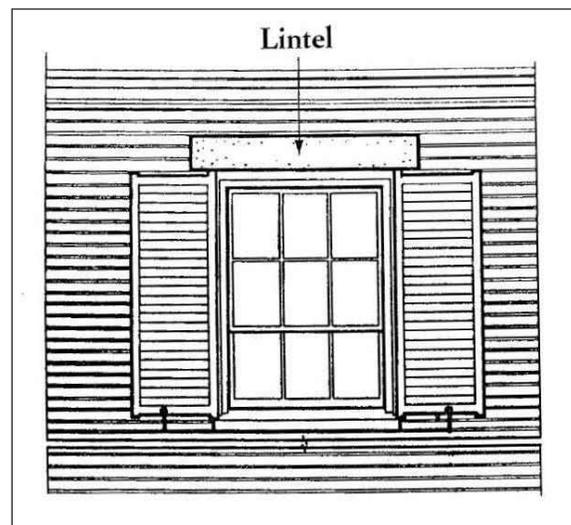
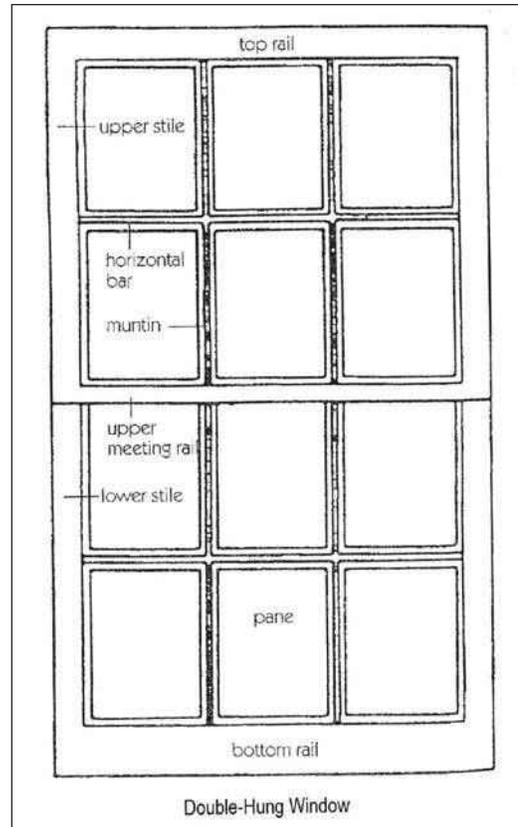
Windows

RECOMMENDED

- Performing necessary surface treatments such as cleaning, rust removal, removal of peeling paint, and repainting on a regular basis.
- Recaulking windows and replacing weather stripping when necessary, to conserve heat and prevent drafts.
- Repairing wooden portions of windows by patching and reinforcing existing wood.
- Repairing and replacing window elements with like materials.
- Reusing hardware whenever possible.
- Using physical evidence or photographs to reproduce features that must be replaced. If no evidence exists, newly designed features should be compatible with the size, scale, material, color, and overall appearance of the historic building.
- Ensuring that when substitute materials must be used, they are visually appropriate, and chemically compatible. Design elements that should be matched include color, glass to frame ratio, reveal, frame width and depth, and decorative details.
- Providing a setback between the window and a dropped ceiling to allow for the full height of the window openings

NOT RECOMMENDED

- Changing the number, location, size, or glass pane pattern of the windows. Do not cut new openings, block-in existing windows, or install replacement sashes that do not fit the existing window opening.
- Changing the colors, materials, finishes, or historic appearance of the windows. Avoid work that changes the sash, reveal, glass pane pattern, reflectivity, color of the glass, or appearance of the frame.
- Covering historic window trims with metal or other materials.
- Removing historic materials such as wood, cast iron, or bronze.
- Replacing an entire window when replacement of individual parts would get the job done.
- Replacing units when they could be repaired. Peeling paint, broken glass, stuck sashes, and drafts are all minor repair problems and do not require window replacement.
- Removing a feature and not replacing it.
- Installing additional windows on character-defining



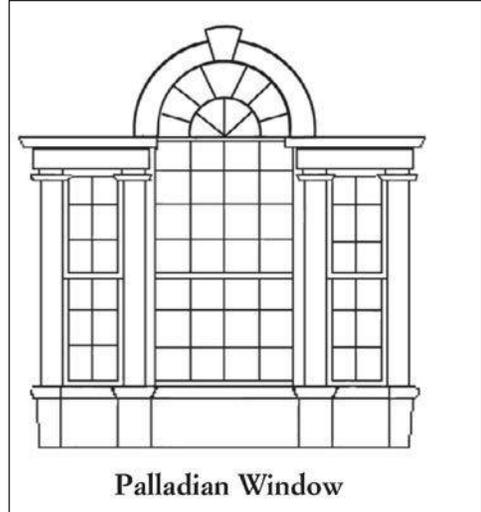
Continued on Reverse

NOT RECOMMENDED (Continued)

elevations. If new windows are necessary, they may be cut into hidden elevations. New windows should be compatible with the overall design of the building.

- Trying to copy the window pattern on the front of the building when a new window is added to the side of the building.

- Inserting floors or ceilings that cut across the glass area of the window because they are a different height than what was previously there. This could change the building's outside appearance.



APPROPRIATE WINDOW STYLES

1700-1840	1840-1870	1870-1900	1900-1930	1880-1910	1900—

Victorian bay window	Typical Victorian two over two window	Typical Victorian paired one pane over one	Bungalow-style window	Typical Craftsman window—nine panes over one	Steel casement window

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