

CITY OF MANASSAS ARCHITECTURAL REVIEW BOARD
Design Guideline Supplement #5: Windows and Doors

Draft for Public Comment – October 15, 2019

Proposed Action – December 17, 2019

Introduction

The City of Manassas Architectural Review Board (ARB) reviews applications for Certificates of Appropriateness for exterior alterations to properties in the Historic Overlay District pursuant to Section 130-405 of the City’s Zoning Ordinance. In addition, the ordinance authorizes the ARB to “develop, adopt, and from time to time modify design guidelines for the City’s historic overlay districts, to be considered by the ARB in granting or denying Certificates of Appropriateness, provided that such guidelines shall be consistent with the Secretary of the Interior Standards for Historic Preservation, the purposes of the intent of the Historic Overlay District, and with such standards, rules, regulations, and procedures as City Council may establish (Section 130-404(5)).”

Purpose of Design Guideline Supplement: Windows and Doors

The purpose of this guideline is to provide guidance regarding the replacement of wood windows and doors on structures both residential and non-residential in the Historic Overlay District. In particular, the ARB wishes to provide specific guidance for the type of materials and design of windows and doors to be used if replacing openings on Landmark, Contributing, Non-Contributing and In-Fill structures.

Background

Windows and doors are a defining characteristic of both residential and commercial structures. The size, proportion, pattern and articulation of windows and doors help to give a building its defining style and character. Changing the style, material and design can change the overall appearance, style and character of a structure. The Manassas Design Guidelines, pages 55 – 66 provide a detailed overview of the types of windows and doors, typical problems and guidelines for the rehabilitation of existing or prior original openings.

All window applications are required to go before the ARB, including windows that have already been replaced with inappropriate windows. Existing inappropriate windows should be replaced with historically appropriate windows that are accurate to the structure.

Review Criteria

The ARB prefers the rehabilitation and continued maintenance of historical materials over the installation of replacement windows and doors. However, if the deterioration of the original windows is such that replacement is the only alternative, the ARB will review the application utilizing the Historic Overlay

Design Guidelines (pages 60 - 63 as supplemented by the following concerning the replacement of windows and doors:

A. Submission Requirements

1. Photo documentation is required for all existing windows and doors to be replaced showing the details and condition of the existing windows and doors. In addition, the ARB may request a determination of the condition of the existing windows and doors by a licensed contractor.
2. Detailed profiles are required showing the dimensions, and all existing window and door parts. If different sizes or styles of windows and doors are in the same application, profiles will be required for all the different types of windows and doors.

B. Materials and Design

3. Windows and doors on landmark and contributing structures should be replaced with wood windows and wood doors to keep the authenticity of the structure. Windows and doors on non-contributing, new construction and other in-fill structures may be replaced with vinyl windows and doors in the same style as the surrounding structures to keep the Historic District a cohesive place.
4. Newly proposed windows and doors must match the dimension, profile, and appearance of the original doors and windows including exterior muntins.
5. New construction should match window and door types that would be approved within the historic district time-period. This includes matching dimensions, and matching the profile appearance of historic. Replacement wood windows and doors may be clad in vinyl or a similar product for ease of maintenance.
6. Exterior storm windows and doors should be solid glass. If the storm windows and doors are painted, they should match the frame color.

