

**Members**

Kevin Bartoy, Chair  
Jennifer Baersten, Vice Chair  
Sarah Hilsendeger  
Laurel McQuade  
Alex Morganroth  
Bryan Rousseau  
Lysa Schloesser  
Jenny Sullivan  
George Zeno  
Deborah Cade, North Slope Ex-Officio



# Agenda

## Landmarks Preservation Commission Planning and Development Services Department

**Date:** September 27, 2023  
**Time:** 5:30 p.m.  
**Location:** Hybrid (see below)

**Staff**

Reuben McKnight, Historic Preservation Officer  
Susan Johnson, Historic Preservation Coordinator  
Mary Crabtree, Administrative Assistant

**INFORMATION ABOUT VIRTUAL MEETINGS**

This meeting will be conducted both in-person and virtually. The meeting will occur in the Tacoma Municipal Building, 747 Market St., Room 243 and can also be attended at [www.zoom.us/j/88592995176](http://www.zoom.us/j/88592995176), or by dialing +1 (253) 215-8782 and entering the meeting ID 885 9299 5176 when prompted.

Microphones will be muted and cameras turned off for all participants during the meeting, except for the Commissioners and presenters.

- | <b>1. ACKNOWLEDGEMENT OF INDIGENOUS LANDS</b> | <b>PAGE #</b> | <b>TIME</b> |
|---|---------------|-------------|
| <b>2. ROLL CALL</b>                           |               |             |
| <b>3. PUBLIC COMMENT</b>                      |               |             |

Written comments are accepted on agenda items via e-mail and must be submitted by 12:00 p.m. on the meeting day. Please e-mail your comments to [landmarks@cityoftacoma.org](mailto:landmarks@cityoftacoma.org), put in the subject line "LPC Meeting 09/27/23", and clearly indicate which agenda item(s) you are addressing.

**4. CONSENT AGENDA**

- A. Excusal of Absences
- B. Approval of Minutes: 05/10/23, 05/24/23
- C. Administrative Review:
  - 812 N I St - porch
  - 617 N Cushman Ave – modification to previously approved dormer

**5. DESIGN REVIEW**

A. 1315 N 5 <sup>th</sup> Windows	Doug Gwinn	15	5 m
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**6. BOARD BUSINESS/COMMUNICATION ITEMS**

A. Equity Committee updates	Commission		5 m
B. Commission Recruitment	Staff	13	5 m
C. Events & Activities	Staff	13	5 m

**7. CHAIR COMMENTS**

*This agenda is for public notice purposes only. Complete applications are posted online at [www.cityoftacoma.org/lpc-agenda](http://www.cityoftacoma.org/lpc-agenda).*



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¿Necesitas información en español? 한국어로 정보가 필요하십니까? Cần thông tin bằng tiếng Việt? Нужна информация на русском? ត្រូវការព័ត៌មានជាភាសាខ្មែរ? ☎ Contact TacomaFIRST 311 at (253) 591-5000





## Members

Kevin Bartoy, Chair  
 Jennifer Baersten, Vice-Chair  
 Sarah Hilsendeger  
 Laurel McQuade  
 Alex Morganroth  
 Bryan Rousseau  
 Lysa Schloesser  
 Jenny Sullivan  
 George Zeno  
 Deborah Cade, North Slope Ex-Officio  
 Leah Jaggars, Wedge Ex-Officio

# MINUTES (Draft)

## Landmarks Preservation Commission Planning and Development Services Department

## Staff

Reuben McKnight, Historic Preservation Officer  
 Susan Johnson, Historic Preservation Coordinator  
 Paige Rooney, Historic Preservation Intern  
 Mary Crabtree, Administrative Assistant

**Date:** May 10, 2023

**Location:** Hybrid – Conference Room 243, 747 Market Street, Tacoma WA 98402 & Zoom Webinar

### Commission Members in Attendance:

Kevin Bartoy, Chair  
 Jennifer Baersten, Vice-Chair  
 Sarah Hilsendeger  
 Laurel McQuade  
 Alex Morganroth  
 Bryan Rousseau  
 Lysa Schloesser  
 George Zeno  
 Deborah Cade, North Slope Ex-Officio

### Staff Present:

Reuben McKnight  
 Susan Johnson  
 Paige Rooney

### Others Present:

Craig Wirth

### Commissioner Members Excused:

N/A

### Commission Members Absent:

Jenny Sullivan  
 Leah Jaggars, Wedge Ex-Officio

Chair Bartoy called the meeting to order at 5:31 p.m.

## 1. ACKNOWLEDGEMENT OF INDIGENOUS LANDS

## 2. ROLL CALL

## 3. PUBLIC COMMENT

McKnight reported that no written comments were received for public comment.

## 4. CONSENT AGENDA

The agenda was approved as submitted.

### A. Excusal of Absences

- N/A

### B. Approval of Minutes

There were no minutes for approval.

### C. Administrative Review: N/A

- N/A

## 5. DESIGN REVIEW

### A. 617 N Cushman Dormer

Ms. Johnson read the staff report as provided in the packet.

Wirth noted that they plan on matching the roof details in the dormer.

Vice-Chair Baersten requested clarification on the design and suggested keeping the fascia simpler.

The Commission discussed whether the fascia should include the “pointy” design work or if it should be simpler.

*Vice-Chair Baersten moved that the Landmarks Preservation Commission approve the application for 617 North Cushman Avenue with the comments that a simpler fascia is preferred. Commissioner McQuade seconded the motion. The motion passed unanimously.*

## 6. BOARD BUSINESS/COMMUNICATION ITEMS

### A. Equity Committee updates

There was no Equity Committee update.

### B. Events & Activities

- The 2023-24 Heritage Project Grant applications have been received. The review panel will convene on May 11, 2023, and their scoring recommendations will be brought before the full Commission on May 24, 2023, for final decision.
- The King County Preservation Office will hold a virtual roundtable regarding Equity in Preservation on May 31, 2023, at 10:00 a.m.
- May is Historic Preservation Month. Some of the events planned include:
  - May 17: Walk Lincoln District with Downtown on the Go, 12 p.m.-1 p.m.
  - May 18: Sustainability, Preservation and Infill: walking tour of the University of Washington/Tacoma campus
  - May 18: South Sound Day of Remembrance, Washington State History Museum.
  - May 25: Annual Preservation Awards ceremony at 6:00 p.m. at the Foss Seaport Museum
- Tacoma History Quest 2.0 is live.
- A site visit of the Astor (formerly the Washington Building) will be held on Wednesday, June 21, 2023, at 4:00 p.m.
- Landmarks Preservation Commission training on Saturday, June 24, 2023.

### C. Annual Preservation Awards

The Commission discussed numerous local individuals, organizations, and businesses, and selected the 2023 award winners. This year’s Historic Preservation Awards categories and recipients are as follows:

Award Category	2023 Recipient
Special Recognition	Chandler O’Leary
Outstanding Achievement in Community Engagement	Downtown On The Go
Outstanding Achievement in Sustainability	Milgard Hall, University of Washington/Tacoma
Outstanding Achievement in Broadening Perspectives in Preservation	Tacoma Community Boat Builders
Outstanding Achievement in Housing	The Astor (Washington Building)



Outstanding Achievement in Partnerships in Preservation	Earthwise Architectural Salvage
Outstanding Achievement in Leadership in Preservation	Northwest Room of the Tacoma Public Library
Outstanding Landmark Nomination	Wright Park Condo Association, for the Virges Apartments, 720 6 <sup>th</sup> Avenue
Outstanding Heritage/Legacy Business	Parkway Tavern, 313 N. I Street #1
Outstanding Achievement in Residential Renovation	Red Maple Apartments, 1122 N. 6 <sup>th</sup> Street
Outstanding Achievement in Commercial Renovation	Howdy Bagel, 5421 South Tacoma Way
Excellence in Historic Preservation	W.W. Seymour Conservatory rehabilitation / Metro Parks Tacoma
Outstanding Career Achievement	Lane Sample

## 7. CHAIR COMMENTS

Chair Bartoy reported that during the City Council Proclamation ceremony for Historic Preservation Month, Mayor Woodards expressed great appreciation for the Commissioners' service.

The meeting was adjourned at 6:52 p.m.





## Members

Kevin Bartoy, Chair  
 Jennifer Baersten, Vice-Chair  
 Sarah Hilsendeger  
 Laurel McQuade  
 Alex Morganroth  
 Bryan Rousseau  
 Lysa Schloesser  
 Jenny Sullivan  
 George Zeno  
 Deborah Cade, North Slope Ex-Officio  
 Leah Jaggars, Wedge Ex-Officio

# MINUTES (Draft)

## Landmarks Preservation Commission Planning and Development Services Department

## Staff

Reuben McKnight, Historic Preservation Officer  
 Susan Johnson, Historic Preservation Coordinator  
 Paige Rooney, Historic Preservation Intern  
 Mary Crabtree, Administrative Assistant

**Date:** May 24, 2023

**Location:** Hybrid – Conference Room 243, 747 Market Street, Tacoma WA 98402 & Zoom Webinar

### Commission Members in Attendance:

Kevin Bartoy, Chair  
 Jennifer Baersten, Vice-Chair  
 Sarah Hilsendeger  
 Laurel McQuade  
 Alex Morganroth  
 Bryan Rousseau  
 Deborah Cade, North Slope Ex-Officio  
 Leah Jaggars, Wedge Ex-Officio

### Staff Present:

Reuben McKnight  
 Susan Johnson  
 Paige Rooney  
 Mary Crabtree

### Others Present:

Michael Sullivan  
 Jeff Ryan

### Commissioner Members Excused:

N/A

### Commission Members Absent:

Jenny Sullivan  
 Lysa Schloesser  
 George Zeno

Chair Bartoy called the meeting to order at 5:31 p.m.

## 1. ACKNOWLEDGEMENT OF INDIGENOUS LANDS

## 2. ROLL CALL

## 3. PUBLIC COMMENT

McKnight reported that no written comments were received for public comment.

## 4. CONSENT AGENDA

The agenda was approved as submitted.

### A. Excusal of Absences

- N/A

### B. Approval of Minutes: N/A

There were no minutes for approval.

### C. Administrative Review:

- 1938 Pacific – Signage change
- 820 N J St – Porch repairs

## 5. DESIGN REVIEW

### A. Sandberg Schoenfeld Building (1423 Pacific) *Rooftop work*

Johnson read the staff report as provided in the packet.

Michael Sullivan provided additional information regarding background of the building and the scope of work.

*Vice-Chair Baersten moved that the Landmarks Preservation Commission approve the application for 1423 Pacific Avenue as submitted. Commissioner Hilsendeger seconded the motion. The motion passed unanimously.*

## 6. BOARD BRIEFINGS

### A. College Park Historic District *Local register resubmittal*

McKnight provided an overview of the resubmittal of the proposed College Park Neighborhood Historic District, including the submittal contents, key differences with prior submittal, timeline and key points of the Landmarks Preservation Commission's and Planning Commission's prior review, potential actions, and next steps

Vice-Chair Baersten asked if there is a document that outlines the changes and if there were any changes that would address the Planning Commission's concerns.

Commissioner Cade asked about the code and policy review that the Commissions suggested, if it had been done, and when those changes would go into effect.

Ryan provided additional information on the resubmittal.

Commissioner Cade provided comments regarding the background of the Federal housing policy

Commissioner Hilsendeger requested clarification on shifting the noncontributing properties to contributing and architect discoveries.

Vice-Chair Baersten asked if there would be public comment at the next discussion regarding this topic.

## 7. BOARD BUSINESS/COMMUNICATION ITEMS

### A. Equity Committee updates

There was no Equity Committee update.

### B. Events & Activities

- Historic Preservation Month is almost over. The remaining events include:
  - I. May 25: Open House at the Pantages Theater, at 10:30 a.m., 901 Broadway
  - II. May 25: Annual Preservation Awards ceremony, at 6:00 p.m., at Foss Seaport Museum
- Tacoma History Quest 2.0 is wrapping up at the end of May.
- The King County Preservation Office will hold a virtual roundtable regarding Equity in Preservation on May 31, 2023 at 10:00 a.m.
- A site visit of the Astor (formerly the Washington Building) will be held on Wednesday, June 21, 2023, at 4:00 p.m.
- Landmarks Preservation Commission training on Saturday, June 24, 2023.

### C. Heritage Project Grants

McKnight read the staff report.

Vice-Chair Baersten noted a conflict of interest and recused herself.

*Commissioner Rousseau moved to approve the slate as presented. Commissioner Morganroth seconded the motion. The motion passed with the following votes:*

*Ayes: 5 – Bartoy, Hilsendeger, McQuade, Morganroth, Rousseau, Schloesser*

*Recused: 1 – Baersten*

## **8. CHAIR COMMENTS**

The meeting was adjourned at 6:31 p.m.



# Landmarks Preservation Commission

## Planning & Development Services Department



STAFF REPORT

September 27, 2023

### DESIGN REVIEW

#### AGENDA ITEM 5A: 1315 N. 5<sup>th</sup> Street (NSHD)

*Doug Gwinn*

#### BACKGROUND

Built in 1925, this house is a contributing structure in the North Slope Historic District. This is a design review for replacing four windows, all located on side elevations. The existing windows are wood framed, multi-over-single lite sashes. Two of the windows cannot move and currently are held in place with screws; sash weights, cord and stops have been previously removed on at least one window. Other condition issues include joint disintegration, faulty or no movement, and air leakage. Previous attempts to break paint seals resulted in damage to the sash frames. Proposed replacement windows are Andersen's Renewal line, specifically double hung, multi-over-single lite composite (Fibrex) sashes. The four window locations, labeled A-D, are shown on a floor plan included in the packet.

The proposed scope includes:

- Replacement of four double hung wood sash windows with double hung composite sashes of the same size and appearance
- Retention of existing window openings, trim and sills

#### REQUESTED ACTION

Approval of the proposed scope of work.

#### GUIDELINES

The North Slope/Wedge Neighborhood Design Guidelines apply to this proposal, as follows:

#### Windows

2. Repair Original Windows Where Possible. Original wood windows that are in disrepair should be repaired if feasible. The feasibility of different approaches depends on the conditions, estimated cost, and total project scope. Examples of substandard conditions that do not necessarily warrant replacement include: failed glazing compound, broken glass panes, windows painted shut, deteriorated paint surface (interior or exterior) and loose joinery. These conditions alone do not justify window replacement. Repair of loose or cracked glazing, loose joinery or stuck sashes may be suitable for a carpenter or handyperson. Significant rot, deterioration, or reconstruction of failed joints may require the services of a window restoration company. If information is needed regarding vendors that provide these services, please contact the Historic Preservation Office.

3. Replace windows with a close visual and material match. When repairing original windows is not feasible, replacement may be considered.

- Where replacement is desired, the new windows should match the old windows in design and other details, and, where possible, materials.
- Certain window products, such as composite clad windows, closely replicate original appearance and therefore may be appropriate. This should be demonstrated to the Commission with material samples and product specification sheets.
- Changing the configuration, style or pattern of original windows is not encouraged, generally (for example, adding a highly styled divided light window where none existed before,

or adding an architecturally incompatible pattern, such as a Prairie style gridded window to a English Cottage house).

- Vinyl windows are not an acceptable replacement for existing historic windows.

Depending on specific project needs, replacement windows may include:

- Sash replacement kits. These utilize the existing window frame (opening) and trim, but replace the existing sashes and substitute a vinyl or plastic track for the rope and pulley system. Sash replacement kits require that the existing window opening be plumb and square to work properly, but unlike insert windows, do not reduce the size of the glazed area of the window or require shimming and additional trim.
- An insert window is a fully contained window system (frame and sashes) that is “inserted” into an existing opening. Because insert windows must accommodate a new window frame within the existing opening, the sashes and glazed area of an insert window will be slightly smaller than the original window sashes. Additional trim must be added to cover the seams between the insert frame and the original window. However, for window openings that are no longer plumb, the insert frame allows the new sashes to operate smoothly.

## ANALYSIS

1. The property at 1315 N. 5<sup>th</sup> Street is a contributing structure in the North Slope Historic District. As such it is subject to design review requirements per TMC 13.05.040, and requires Landmarks Commission approval prior to those alterations being made or permitted.
2. The homeowners have taken steps to improve thermal efficiency of the house, including repairing other windows and adding insulation.
3. The four windows proposed for replacement are historic but not unique or character-defining elements; they are also located on secondary elevations and have low or no visibility from the public right of way.
4. The condition of the four selected windows appears to be such that repair is not feasible; as such, replacement with a close visual and material match would appear to be a reasonable consideration.
5. The proposed replacement windows will match the existing windows in size, operation, style, and are of a composite material; as such, the proposed new windows appear to meet the design guideline #3 for Windows.

## RECOMMENDATION

Staff recommends approval of the application.

### Sample language for approval:

*I move that the Landmarks Preservation Commission approve the application for 1315 North 5<sup>th</sup> Street [as submitted] or [with the following conditions/amendments – list conditions or amendments].*

### Sample language for deferral:

*I move that the Landmarks Preservation Commission defer the application for 1315 North 5<sup>th</sup> Street pending submittal of [cite additional information needed to review application].*

### Sample language for denial:

*I move that the Landmarks Preservation Commission deny the application for 1315 North 5<sup>th</sup> Street based on the following [cite specific design guidelines].*



**BOARD BUSINESS/COMMUNICATION ITEMS**

**AGENDA ITEM 6A: Diversity, Equity and Inclusion Committee**

*Commissioners*

This is a standing agenda item for updates and discussion related to the activities of the Equity Committee.

**AGENDA ITEM 6B: Commission Recruitment**

*Staff*

**BACKGROUND**

The City Clerk’s Office is preparing to send a recruitment announcement seeking applications for expiring terms on the Landmarks Preservation Commission. It is the City Council’s policy to solicit applications citywide for all open positions, although incumbents are encouraged to seek reappointment.

The following terms on the Commission will expire at the end of this year:

<b>Position</b>	<b>Incumbent</b>	<b>Notes</b>
<b>Architect 1</b>	Lysa Schloesser	Appointed 2013; reached term limit (10 years)
<b>Architect 2</b>	Vacant	
<b>Architect 3</b>	Vacant	
<b>At Large 1</b>	Alex Morganroth	Appointed 2018
<b>NSHD Ex Officio</b>	Deborah Cade	Appointed 2020
<b>Professional 3</b>	Kevin Bartoy	Appointed 2017 (one term eligibility remaining)
<b>Professional 4</b>	Jennifer Baersten	Appointed 2018 (one term eligibility remaining)
<b>Wedge Ex Officio</b>	Leah Jaggars	Appointed 2020

**AGENDA ITEM 6C: Events and Activities**

*Staff*

1. A site visit for the Commission has been arranged on Wednesday, October 18<sup>th</sup> from 4:00-5:00pm to the Willamette Casket Building. Address is 2916 S. Steele St., and we will tentatively be meeting outside the front entrance. **\*\*NOTE: the railroad tracks immediately adjacent to the south are active – please use extreme caution.\*\*** Please bring a flashlight.
2. The South Tacoma Mixed Use Center Historic Property Survey will be commencing soon. A public kick-off meeting is being planned, tentatively for Tuesday, October 17 in the early evening. More details forthcoming.
3. Thank you to all who attended the public kick-off meeting for Tacoma’s Black Heritage Survey project on August 30<sup>th</sup>, 2023. Stay tuned for future events hosted at the Tacoma campus for the Evergreen State College.



# Landmarks Preservation Commission

Planning and Development Services Department



747 Market Street | Room 345 | Tacoma WA 98402-3793 | 253.591.5220

## APPLICATION FOR DESIGN REVIEW

Permit Number: HDR23-0020

### PROPERTY INFORMATION

<b>Building/Property Name:</b>	Window Replacement x4
<b>Building/Property Address:</b>	1315 N 5TH ST
<b>Historic/Conservation District:</b>	North Slope
<b>Applicant's Name:</b>	NA, retired
<b>Applicant's Address:</b>	1315 N 5th St Tacoma, WA 98403
<b>Applicant's Phone:</b>	509-768-7126
<b>Applicant's Email:</b>	drg.md.53@gmail.com
<b>Property Owner's Name:</b>	GWINN PROPERTIES LLC

### PROJECT SCOPE AND DESCRIPTION

#### Project Details

<b>Application Type:</b>	Residential
<b>Type of Work:</b>	Window Replacement/Restoration
<b>Estimated Valuation:</b>	20000

#### Application Checklist

##### Features to be Modified:

4 double hung windows removed and replaced with identical looking windows with no window trim woodwork or casings disturbed/removed.

**Specifications of Materials and Finishes:**

Fibrex, patented reclaimed wood fiber and polymer with color baked in (white) as part of manufacturing process, never needs painting. No cladding, no vinyl

**Roof Height:****Roof Pitch:****Roof Material:****Size of Construction:****Proposed Material:****Exterior Material:****Window Information****Window Types:**

Double hung

**Window Trim:**

Original trim will not be removed or replaced

**Window Material:**

see above description in project, patented "Fibrex" which is reclaimed wood fiber and polymer that looks like wood

**Window Locations:**

1st floor-one faces alley, one faces back yard, 2 on one side blocked within 3 ft by neighbor's fence and tall shrubs, none visible from the street

**Door Information****Door Types:****Door Materials:****Door Locations:**

**Existing Signage:**

**Sign Dimensions:**

**Sign Material:**

**Logo and Letter Size:**

**Lighting Specifications:**

**Removing or Relocating Signage:**

**Method of Attachment:**



# Submittal Information

Permit: HDR23-0020

Applied: 09/08/2023

## ACCOUNTING

SAP Cost Object

## ADDITIONAL INFORMATION

<b>Window Locations</b>	1st floor-one faces alley, one faces back yard, 2 on one side blocked within 3 ft by neighbor's fence and tall shrubs, none visible from the street
<b>Window Material</b>	see above description in project, patented "Fibrex" which is reclaimed wood fiber and polymer that looks like wood
<b>Window Trim</b>	Original trim will not be removed or replaced
<b>Window Types</b>	Double hung

## APPLICATION CHECKLIST

<b>Elevation Drawings</b>	UNCHECKED
<b>Features to be Modified</b>	4 double hung windows removed and replaced with identical looking windows with no window trim woodwork or casings disturbed/removed.
<b>Illustrations</b>	CHECKED
<b>Material Samples</b>	UNCHECKED
<b>Photographs</b>	CHECKED
<b>Site Plan</b>	UNCHECKED
<b>Specifications of Materials and Finishes</b>	Fibrex, patented reclaimed wood fiber and polymer with color baked in (white) as part of manufacturing process, never needs painting. No cladding, no vinyl

## HISTORIC DISTRICT

<b>District</b>	North Slope
<b>Guideline Certification</b>	CHECKED

## PARCEL AND ZONING INFORMATION

20

Accessibility Index	High
BLDINSPAREA	North
City Council District	2
Economy Index	Very High
Education Index	High
Erosion Control Inspector	Scott Haydon
Historic District	Y
Land Use Designations	Low-Scale Residential
Liquefaction Susceptibility	very low
Livability Index	Very High
Neighborhood Council District	NORTH END
Overall Equity Index	High
SITEINSPAREA	North
Wastewater Subbasin	N06
Wind Zone	1.38
Zoning District	HMR-SRD-HIST

## PROJECT DETAILS

Estimated Valuation	20000
Scope of Work	Removal of 4 broken windows (of 33 in house), first floor none facing a right of way/street, and replacement with Renewal by Andersen double hung windows looking exactly the same as the original windows. The new windows are made of their patented Fibrex material made of reclaimed wood and polymer and looks like wood (no cladding/no vinyl), professionally installed by them (they are lead certified) and they will dispose of the old windows appropriately. After removal of the window stops and removal of old windows, the new ones are just inserted into the opening. No casings, woodwork, or window trim will be removed including the historical era's sloped sills. The color will be exactly the same as the house (white).

## REVIEW TYPE

Application Type	Residential
Type of Work	Window Replacement/Restoration

## Contacts:

Contact Type	Name	Email
Applicant	Douglas R Gwinn	drg.md.53@gmail.com
Owner	Douglas R Gwinn	drg.md.53@gmail.com



## **WINDOW REPLACEMENT PROJECT, 1315 N 5<sup>th</sup> St, Tacoma, 98403**

### **Doug & Cheryl Gwinn**

Built 1925, in North Historical District-Tacoma

4 of 33 windows (17 on main floor, 10 on 2<sup>nd</sup> floor, 6 in basement, plus 2 of 5 external doors with glass) need replacing (others are workable, and acceptably drafty)

2 are irreparably broken, the other two move poorly and leak a lot of air-more than acceptable. Internal and external pictures are attached.

Mitigations done so far:

1. Replaced broken panes
2. Compromised window putty replaced
3. Furnace is reasonably new
4. Walls already insulated
5. We added insulation to crawl space where there was none
6. We added insulation to that existing in a full attic and a reflective layer of aluminum sheeting over that.
7. Repaired large hole in floor of fireplace letting in cold air.

Two windows on **South** side of living room-"A" and "B" below (not seen from the front right of way street) and blocked by neighbor's fence 34" off our outside wall and obscured by large shrubs. Front street is **East** of house.

-Window A: It is literally falling apart, doesn't work and even with weather stripping leaks a lot of air. It fell apart after using a mallot subsequent to breaking the paint seal all the way around

-Window B: Moves poorly, very drafty.

-Window C: Over kitchen sink faces north. During a kitchen remodel the contractor took out the weights, cord, and stops to insulate that space. The window cannot move and is only held in its place and kept from falling out by 2 screws, and leaks badly. It looks out on an alley and is not seen from any street.

-Window D: across the kitchen from window “C” faces South into a small area in back of house, and not seen from any right of way street-It moves poorly, leaks badly.

OUR PLAN:

Waiting on Historical District Approval

We want to replace the 4 windows noted above by “Replacement by Andersen” windows professionally installed by them. The company is lead certified and will dispose of the old windows appropriately. The new windows are made of “Fibrex”—made of reclaimed wood fiber and polymer. There is no vinyl and they are not clad with anything. Mortise and tenon joints are used for joints. The white color is baked in during the manufacturing process, and will match our house color, and does not need painting.

The old window stops will be taken off, the windows inserted, and the stops replaced. Neither the outside or inside window casings/trim will be disturbed or modified and will be left as is including the era’s sloped sills.

Front view of house, which faces east, from the street

Pictures of the current windows, and pictures of an exact type of the Andersen window to be used are enclosed (the brown outside is just an example, the external color will be white just like the inside). The screening material is stainless steel and practically invisible. They will look like painted wood just like the original windows, and will look exactly the same. The wood seen surrounding the example window is just to hold it as a demonstration and will not be in the final install.

Your prompt attention is appreciated.

Doug & Cheryl Gwinn  
1315 N 5<sup>th</sup> St  
Tacoma, Wa. 98403

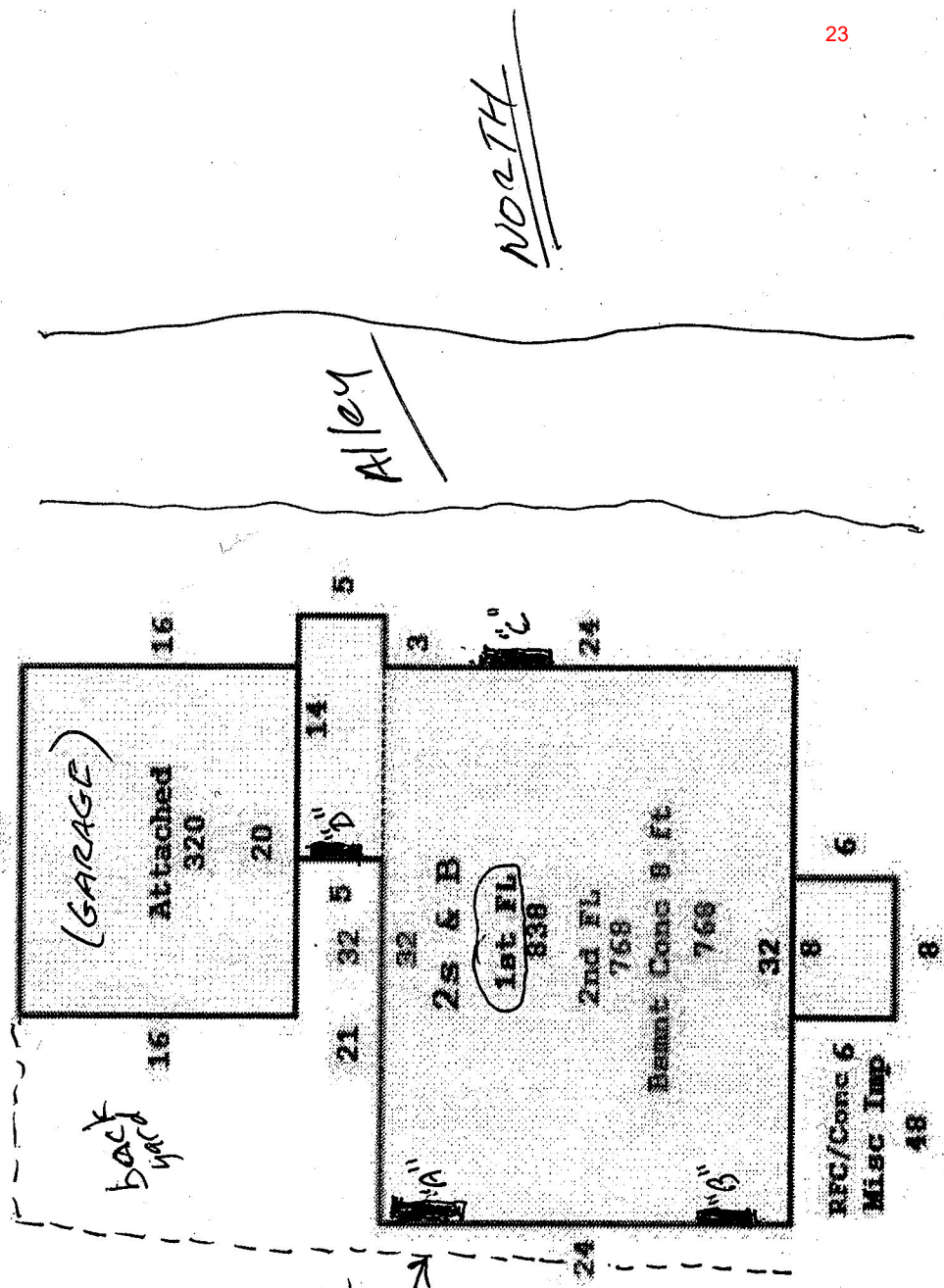
509-768-7126 (cell-Doug)  
[drg.md.53@gmail.com](mailto:drg.md.53@gmail.com)

PARCEL #2035260020  
1315 N 5TH ST  
TACOMA, WA 98403

Key: --- fence  
[hatched] windows to be replaced  
A, B, C, D specific windows referred to in narrative

The dotted line on the west side of the house used to be the wall of the house, and the area where "D" window is located used to be a porch that was taken in & made part of the kitchen > 56 yrs ago

Neighbor's fence 34 in OFF our house South wall



NORTH

Alley

WEST

SOUTH

FRONT (5TH ST)  
EAST

Pertinent pictures of 1315 N 5<sup>th</sup> St windows to be replaced

Front view of house which faces east

Window A x4

Window B x2

Window C x3

Window D x2

Andersen Replacement windows to be used x2







Window A



Window A



Window A





Window A



Window B





Window B





Window C



Window C





Window C



Window D





Window D











# What are Renewal by Andersen® windows made of?

All of our windows are made of Fibrex® material, a revolutionary composite made from reclaimed wood fiber blended with a polymer. This gives our windows the strength and durability of wood and the low-maintenance features of vinyl, while greatly limiting thermal transmittance that can be found in other window materials such as metal.

**Unlike many other window materials, Fibrex composite material won't flake, rust, blister, peel, crack, pit, or corrode.<sup>2</sup> It is also two times stronger than vinyl and resists warping and bowing. Never worry about scraping or painting your windows again.**

ENGINEERED WITH  
**FIBREX**<sup>®</sup>  
MATERIAL



## Smart Materials

Fibrex material is twice as strong as vinyl, so weathertight seals stay weathertight.

## Color Choice

Our unique process fuses color to Fibrex material for long-lasting beauty. And it offers dark exterior colors not available on most other replacement windows.

## Exceptional Comfort

Fibrex material blocks thermal transfer nearly 700 times better than aluminum to help reduce heating and cooling bills.

## Outstanding Durability

Fibrex material retains its stability and rigidity in all climates.<sup>2</sup>

	FIBREX MATERIAL	VINYL	ALUMINUM	WOOD
Insulating Properties	✓	✓		✓
Low Maintenance	✓	✓	✓	
Resistance to Decay/Corrosion	✓	✓		
Structural Rigidity	✓		✓	✓
Durability	✓		✓	✓
Color Choices	✓			✓
Dark Color Performance	✓		✓	✓

<sup>2</sup> Visit [renewalbyandersen.com](http://renewalbyandersen.com) for warranty details.



**RENEWAL**  
by **ANDERSEN**  
FULL-SERVICE WINDOW & DOOR REPLACEMENT

**WINDOWS**  
**PATIO DOORS**



Recognized by J.D. Power for  
**“#1 in Customer Satisfaction  
with Window and Patio Door  
Retailers and Manufacturers”**

**The Better Way to a Better Window®**



# FEEL CONFIDENT TRUST YOUR HOME TO THE MASTERS

By working with the best people across the board, we're able to push industry installation standards to new heights. Our Certified Master Installers are the best team for the job – the team we trust to handle the windows built just for you. Rigorously trained, respectful, and friendly, you'll see why we're proud to call them Certified Master Installers.



### A quality experience is in the details

We've long understood that all the care, pride, and craftsmanship we put into our products would mean little without professional installation. It's from these standards that we created our Certified Master Installer program.



### We take a unique approach

Not only do we provide a professional process from start to finish, our Certified Master Installer program takes this to the next level by placing your new windows and patio doors in the hands of skilled master installers with years of experience.



### Our standards are tough

Prior to certification, we require all trainers and installers at our certified locations to demonstrate their knowledge of construction materials, building codes, and installation methods. We understand you work hard for your home, and we want you to be as comfortable as possible throughout the installation process.



### Only the best people make the cut

We take pride in setting the highest standards in the market, with no stone left unturned. This includes the men and women installing your windows. We're proud to put our name in their hands.



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Durability	✓		✓	✓
Color Choices	✓			✓
Dark Color Performance	✓		✓	✓

<sup>1</sup> See Renewal by Andersen® Products and Installation Transferable Limited Warranty for details.

# CUSTOMER-FOCUSED ENGINEERING AND INNOVATION

YEARS OF PROVEN INNOVATION RESULTS IN PRODUCTS AND PEOPLE YOU CAN TRUST.



## EXTERIOR

**FUNCTIONAL REQUIREMENTS:**  
- Thermal analysis  
- Structural analysis

**ENGINEERING SOLUTION:**  
- Increase product performance

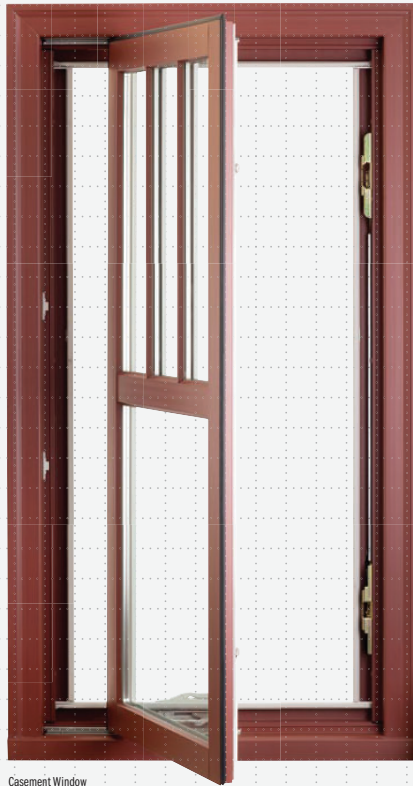
**HOMEOWNER BENEFIT:**  
A strong balance of energy efficiency and strength, offering some of the largest casement window sizes.



**FUNCTIONAL REQUIREMENTS:**  
- Hardware mechanics

**ENGINEERING SOLUTION:**  
- Low profile hardware with fold-down nesting handle

**HOMEOWNER BENEFIT:**  
Nesting casement window hardware reduces interference with window treatments.



Casement Window  
Red Rock Exterior  
Simulated Double-Hung Farmhouse Grilles

**FUNCTIONAL REQUIREMENTS:**  
- Strengthen corner joints  
- Increase window beauty

**ENGINEERING SOLUTION:**  
- Utilize mortise-and-tenon corner joint

**HOMEOWNER BENEFIT:**  
Unique corner key design increases structural integrity and beauty.



**FUNCTIONAL REQUIREMENTS:**  
- Ease of cleaning

**ENGINEERING SOLUTION:**  
- Incorporate hardware that allows for accessibility

**HOMEOWNER BENEFIT:**  
Ease and safety while cleaning your new windows - no more ladders!



With safety and convenience in mind, our double-hung, casement and gliding windows are easy to clean from the interior of your home.

## INTERIOR

**FUNCTIONAL REQUIREMENTS:**  
- Reduce air infiltration

**ENGINEERING SOLUTION:**  
- Integrate weatherstrips into side jambs

**HOMEOWNER BENEFIT:**  
Reinforced seals provide a high level of protection against drafts.

**FUNCTIONAL REQUIREMENTS:**  
- Water management

**ENGINEERING SOLUTION:**  
- Gravity  
- Angled sill

**HOMEOWNER BENEFIT:**  
Sloped sill drains water away from the window.



**FUNCTIONAL REQUIREMENTS:**  
- Sach design options and historical compatibility

**ENGINEERING SOLUTION:**  
- Integrate interior and exterior grilles into window design

**HOMEOWNER BENEFIT:**  
Add grilles to the inside, outside, and even between the glass of your new window.



**FUNCTIONAL REQUIREMENTS:**  
- Window operation

**ENGINEERING SOLUTION:**  
- Incorporate balancer system

**HOMEOWNER BENEFIT:**  
Effortlessly open and close your window.



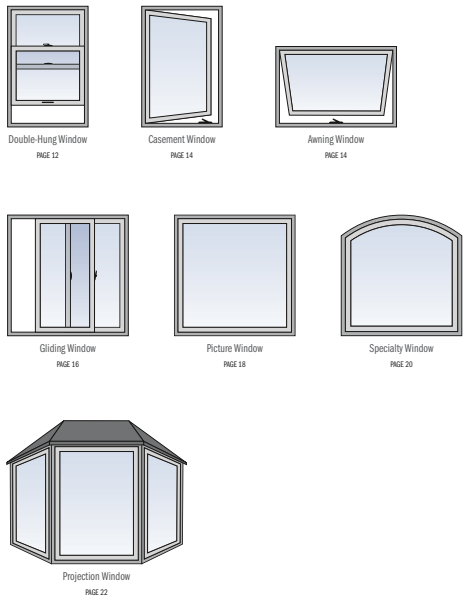
Double-Hung Window  
Pine Interior / Custom Grilles  
Satin Nickel Estate™ Hardware

# CHOOSING RENEWAL BY ANDERSEN® WINDOWS IS EASY...

WE MAKE IT EASY SO YOU CAN SIT BACK AND RELAX, KNOWING YOU'VE SELECTED A PROFESSIONAL, START-TO-FINISH WINDOW AND DOOR REPLACEMENT COMPANY.

The Renewal by Andersen process starts with our consultative sales approach. Our experienced sales representatives will work with you to find solutions to enhance your home's functionality, energy efficiency, and beauty.

## 1 Select Window Styles



## 2 Select Colors<sup>3</sup>

*Real wood interior veneers can be stained or painted to match your decor*



## 3 Select Hardware and Options

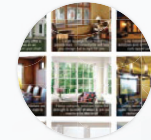


Visit Us Online at [RENEWALBYANDERSEN.COM](http://RENEWALBYANDERSEN.COM)



See independent homeowner reviews and completed projects from your neighborhood.

Explore how new windows will look in your home.



Get ideas and be inspired by our window options.

## Five Key Environmental and Energy Solutions

While we care about you and your home, we also care deeply for the world in which we all live.



See our Environmental and Energy Solutions Brochure for additional information.



# DOUBLE-HUNG WINDOWS

This classic window style is an excellent choice no matter where you live. Choose gently curved contemporary or squared traditional check Rails.

### CONVENIENT

Both top and bottom sash tilt in for easy cleaning.

### ELEGANT

Traditional look of mortise-and-tenon joints styling.

### ACCURATE

Fits perfectly in many restoration and renovation projects.



Double-Hung Equal Window



Double-Hung Cottage Style Window



Double-Hung Reverse Cottage Style Window



Combination Window

### EXPRESS YOUR STYLE Check Rail Options



Contemporary



Traditional



**"My new windows look beautiful and can be opened from the bottom or top."**

CAROL P.

Double-Hung Windows / White Interior



Double-Hung Windows / White Interior / Colonial Grilles



Double-Hung Windows / Maple Interior / Colonial Grilles



Double-Hung Windows / White Interior



Double-Hung Windows / Black Interior



Double-Hung Windows / White Exterior / Colonial Grilles



# GRILLE OPTIONS

WINDOW GRILLES CREATE INSTANT CURB APPEAL.

## Customize Your Windows

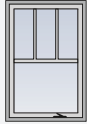
Renewal by Andersen offers a wide range of creative grille patterns to enhance the look of your home.

All of our grilles are designed to be long lasting<sup>1</sup> with low-maintenance performance. With such a broad range of high-profile grille options, you can match your home's current architecture, change the look and style of your home, or incorporate them into a renovation project for historical accuracy.

## Patterns



**Colonial**  
Specified number of squares per sash.  
Double-hung window shown



**Farmhouse**  
Two vertical bars meet a wider horizontal rail or bar at the center of the window.  
Casement window shown



**Prairie**  
Two vertical and two horizontal bars per sash to form 4-inch corner squares.  
Double-hung window shown



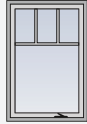
**Modified Prairie**  
Two vertical bars and one horizontal bar per sash.  
Double-hung window shown



**Simulated Double-Hung**  
Preserve the look of a traditional window.  
Casement window shown



**Modified Colonial**  
Specified number of squares on one sash.  
Double-hung window shown



**Fractional**  
Specified number of vertical bars meet a horizontal bar.  
Casement window shown



**Equal Light**  
Specified number of horizontal bars, equal distance apart.  
Casement window shown

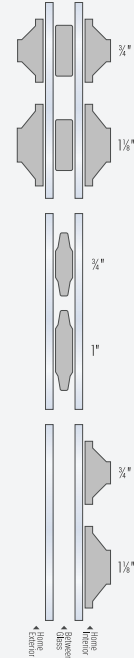
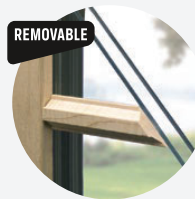
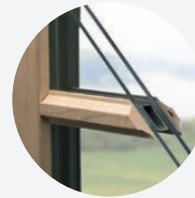


**Custom**  
Create a new pattern or revive one from the past.  
Casement window shown



**More**  
Ask your design consultant for more grille options.  
Picture window shown

## Profiles



### Full Divided Light Grilles

Full divided light grilles provide a visual representation of true divided glass. The option consists of a permanently applied exterior Fibrex® material grille, an aluminum spacer between the glass, and a removable or permanently applied interior grille. Available in two widths and an array of colors.

### Grilles Between-the-Glass

Aluminum grilles are permanently installed between the panes during manufacturing, providing the beauty of grilles with the quick cleaning of a smooth glass surface. Available in two widths and an array of colors.

### Interior Wood Grilles

Made of hardwood, these grilles snap into clips on the interior of the sash and can be easily removed to make glass cleaning a breeze. Available in two widths.



Casement and Picture Windows / Black Interior / Fractional Grilles



Casement Window / White Interior / Prairie Grilles



Double-Hung Window / Black Exterior / Custom Grilles

# INSECT SCREEN OPTIONS

EVEN WHEN IT COMES TO INSECT SCREENS, YOU CAN LET YOUR PERSONAL STYLE GUIDE YOU.

## Repel Invaders

Fiberglass insect screens are included with every operable window from Renewal by Andersen. Each is lightweight and designed to be easily removed from the inside of your home for easy cleaning. All insect screens are constructed with an aluminum frame and your choice of fiberglass, aluminum, or our innovative TruScene insect screens. Half insect screens are available on double-hung windows.



## High Transparency

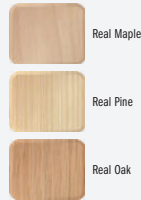
### TruScene® Insect Screen

With over 50% more clarity than our standard insect screen,<sup>9</sup> it's virtually invisible. TruScene insect screens are made with a micro-fine stainless steel mesh that's one-third the diameter of standard screen wire.<sup>9</sup> That lets more fresh air and sunlight in while keeping most of the smallest insects out.

- Patented technology
- Superior ventilation
- Protection against some of the smallest insects
- Lets more light in

### Wood-Veneered TruScene Insect Screen

Our wood-veneered TruScene insect screen blends seamlessly into the window frame and can be stained or painted to match your decor. Available on casement and awning windows only.



## Conventional

### Fiberglass Insect Screen

Fiberglass is the most common type of insect screen. It is strong and keeps the majority of bugs out while allowing plenty of air flow.



### Aluminum Insect Screen

Our aluminum insect screen has a charcoal powder coating to reduce glare and increase visibility. It is also strong and has good ventilation and corrosion resistance.



## TruScene Insect Screen



TruScene insect screens are like nothing you've ever seen!

# HARDWARE FINISH OPTIONS

SOPHISTICATION AND STYLE.

## Define Your Style

Not only does Renewal by Andersen® hardware function well, its metal construction is also long lasting.<sup>1</sup> With multiple color options,<sup>3</sup> you can match your home's existing colors or change the look by choosing a new color that complements your new windows.

With so many design options, you can create the windows you've always wanted with the design features that are right for you and your home.

Do you want to make your mark? With our Estate Hardware metal finishes, explore the many creative possibilities sure to add charm to your home that others will notice!

## Estate™ Hardware



Polished Chrome Brushed Chrome Satin Nickel<sup>10</sup> Distressed Nickel



Bright Brass<sup>10</sup> Antique Brass<sup>10</sup> Distressed Bronze<sup>11</sup> Oil Rubbed Bronze<sup>11</sup>

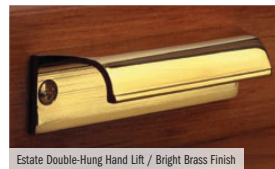


## Standard Hardware



White Canvas Stone Dark Bronze Black

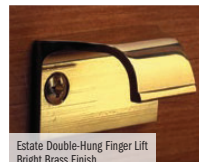
Nesting handles reduce interference with window treatments



Estate Double-Hung Hand Lift / Bright Brass Finish



Estate Casement and Awning Window Handle / Antique Brass Finish



Estate Double-Hung Finger Lift / Bright Brass Finish



Estate Double-Hung Window Latch / Satin Nickel Finish



Double-Hung Window Latch / White Finish



Estate Casement Window Latch / Antique Brass Finish



Estate Gliding Window Latch / Distressed Nickel Finish



# GLASS OPTIONS

MAXIMIZE YOUR ENERGY SAVINGS.

## Enhanced Comfort

At Renewal by Andersen, we'll help you sort through the details of glass heating and cooling performance, visible light transmittance, and ultraviolet (UV) protection to pinpoint the right window glass for you. Our windows take advantage of the newest technologies to help lower energy costs and keep your family comfortable.

## Enhanced Triple Pane

Enhanced comfort, enhanced efficiency, enhanced design. An extra pane of glass helps keep the indoor temperature in and the outdoor temperature out, making this our most energy-efficient glass option.

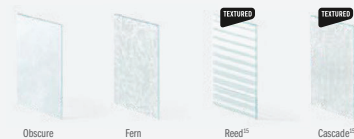
**Enhanced Triple Pane**  
An extra pane of glass helps keep more heat in and cold air out, making this our most energy-efficient glass option best suited for colder climates.

**Enhanced Triple Pane with SmartSun™ Glass**  
Has the added benefits of our Low-E4 SmartSun glass.

Select Renewal by Andersen windows® with Enhanced Triple Pane glass have been designated as one of the Most Efficient ENERGY STAR® certified products in 2021.



## Patterns



## High-Performance Glass



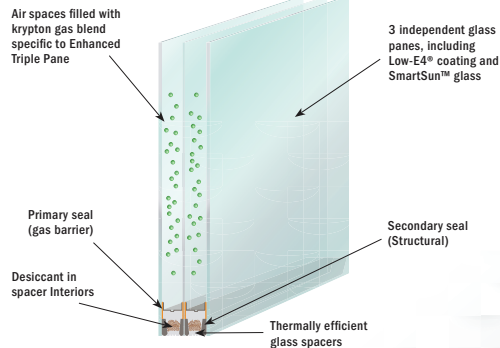
**Low-E4® SmartSun™ Glass**  
SmartSun glass meets our highest standards in cool and hot weather performance. SmartSun glass blocks 95% of harsh UV rays that can damage drapes, artwork, and furniture.

**Low-E4® Glass**  
Perfect where both heating and cooling costs are a concern, our Low-E4 glass helps keeps your home warmer in winter, cooler in summer, and blocks 84% of harmful UV rays.

**Low-E4® SmartSun™ Glass with HeatLock® Technology**  
You get all of the benefits of our Low-E4 SmartSun glass plus an energy-saving glass coating that helps your living space feel warmer and more comfortable.

**Low-E4® Sun Glass**  
For hot, dry climates with little shade or cloud cover, our Low-E4 Sun Glass utilizes a subtle tint to help block out heat from the sun, reducing cooling costs.

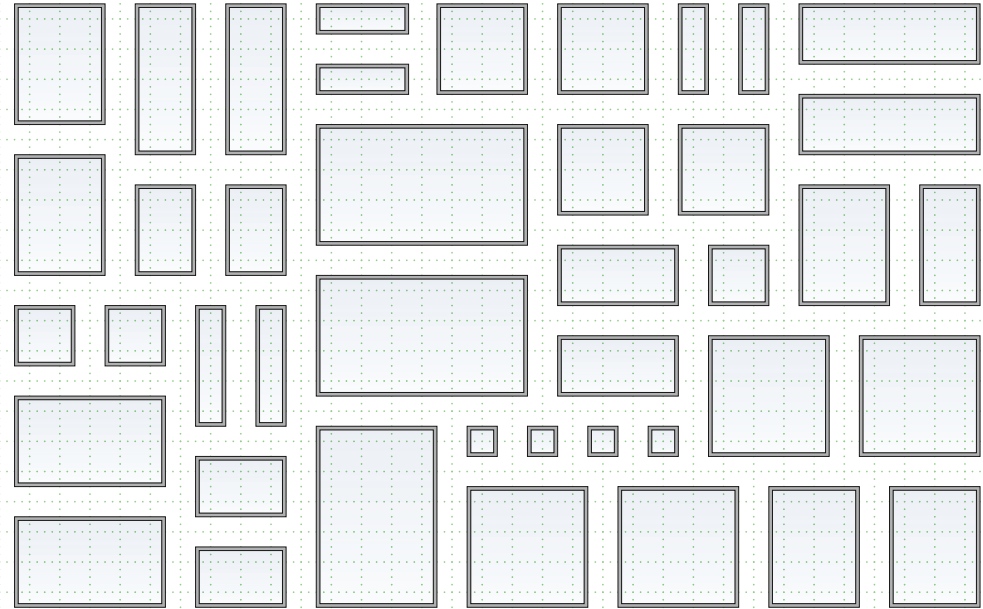
## Enhanced Triple Pane



## Strength

Our tempered glass option is heat-treated to be at least four times stronger than standard annealed glass.

Your Design:



Your Window Design Consultant will help you at every step of your project by...

- ...listening to your needs
- ...providing solutions that may add value to your home
- ...helping you determine the best style for your home
- ...communicating your project's progress
- ...saving you time and stress

