

Application #: \_\_\_\_\_  
 Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 Date Received: \_\_\_\_\_

## Window Survey Form

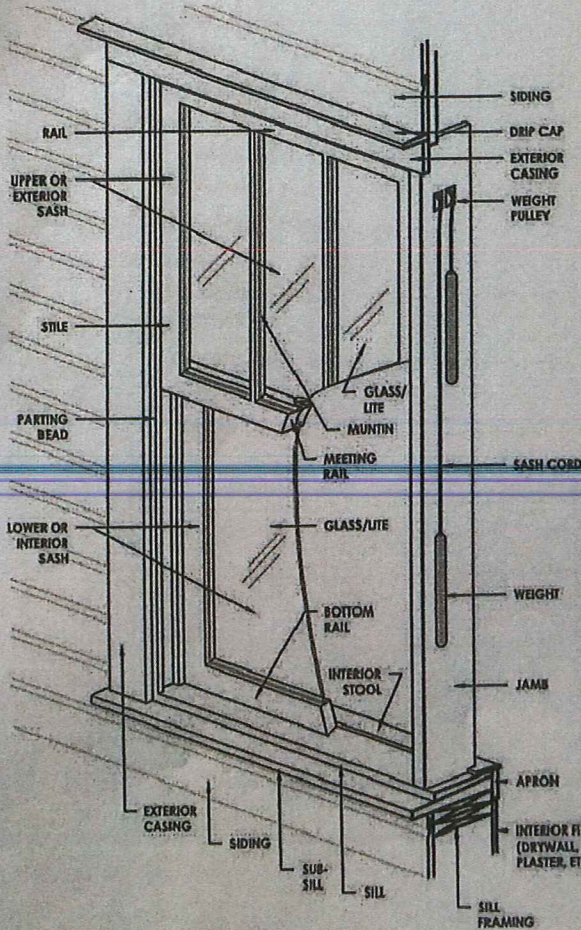
Have?

### Basic Requirements

- Photographs or drawings of each elevation of the structure, with all window openings on each elevation numbered
- Photographs of each numbered window opening proposed for replacement
- Condition evaluation of each windows (see reverse)
- Proposed window design (sash, casement, fixed, etc.), pattern (1-over-1, 2-over-1, etc.), materials (wood, vinyl, clad, etc.), etc. *Specify if different for certain openings.*
- Proposed product information that includes company's depiction or photograph of actual proposed product
- Other \_\_\_\_\_

### IF REPAIRING WINDOWS, YOU DO NOT NEED TO COMPLETE THIS FORM.

- Using photographs or elevation drawings, assign a number to **ALL WINDOW OPENINGS** on the structure. If using photos, they need to show the **ENTIRE** elevation. Windows in pairs or groupings should be assigned *separate* numbers. Windows in dormers and small fixed windows should also be included, but not door sidelights or transoms associated with a door.
- Describe condition of window under the same number on the back of this sheet. Describe the specific issues and conditions of **EACH** window in detail, referring to the specific parts (see diagram below). Additional close-up photographs showing evidence of the window condition **MUST** be provided to better document problem areas.



The Commission's evaluation and recommendation is based on deterioration/damage to the window unit, and associated trim.

**PLEASE NOTE:** Broken glass, windows with broken sash cords, windows that do not open, energy efficiency, draftiness, noise intrusion, and windows that are painted or screwed shut are **NOT** grounds for approving replacement. These can all be addressed through repair and/or the addition of a storm window.

Total number of window openings on the structure	
Number of historic windows on the structure	
Number of existing replacement/non-historic windows	
Number of windows completely missing	
Totally number of windows proposed for replacement	

Application #: \_\_\_\_\_  
 Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_  
 Date Received: \_\_\_\_\_

## Window Survey Form

Window #	Condition Notes	Window #	Condition Notes
1	Living Room Inoperable	22	
2	Living Room Inoperable	23	
3	Living Room in operable broken weights	24	
4	Living Room cant open	25	
5	office inoperable broken weights	26	
6	office inoperable	27	
7	office sashes wont completely close	28	
8	office inoperable	29	
9	office inoperable	30	
10	Bedroom in operable	31	
11	Bedroom inoperable	32	
12	Bedroom inoperable	33	
13	Bedroom inoperable	34	
14	Bedroom caset inoperable	35	
15		36	
16		37	
17		38	
18		39	
19		40	
20		41	
21		42	



2nd Fl. windows

#5

#6





#7

#8

#9

#10

#11

#12



#13