



## WINDOW REPLACEMENT/ADDITION GUIDELINES

### OBJECTIVE/GOAL:

To provide homeowners with guidelines for the installation of replacement windows or the addition of new windows.

### GUIDELINE DETAILS:

- Requests for replacement windows or additional windows must be the same architectural style as the existing house windows.
- The size of the window trim and frame must match the original as closely as possible when replacing windows.
- The window frame color and trim (wood or capped in pre-finished replacement material) will be reviewed on an individual basis.
- Window additions will be reviewed on an individual basis taking into consideration the proposed location and size in relation to the existing windows.

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### APPLICATION CHECKLIST (items to include with your application)

- PIR (Property Improvement Request) form must be completed and signed by the property owner.
- Style of windows.
- Color of windows.
- Color and manufacturer of window trim if intending to cap.
- Location of replacement windows (front, rear, sides or all)
- Window addition – scaled drawing showing relationship of new window to existing windows
- Window addition – all measurements of additional window(s).

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**Replacing old windows with high performance double or triple pane windows can lower heating or cooling cost by up to 33% annually.**

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**Questions: Call Architectural Standards (301) 948-0110**

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All Architectural Standards information including community criteria is available on [www.montgomeryvillage.com](http://www.montgomeryvillage.com).

Approved January 2010

## White Replacement Windows in Townhouse and Quadraplex Communities

The Design Consultant working in conjunction with the MVF Architectural Review Board is recommending approval of allowing white replacement windows in selected townhouse and quadraplex communities that originally had bronze (dark brown) windows installed by the builder.

This decision came after the Design Consultant was requested to do a study of communities where white windows had been installed without prior approval. The owners of these properties had been cited for an unapproved architectural violation, and legal action was being considered. This issue did not affect communities that were designed in the traditional style and originally had white windows as part of the original community standard design. Before pursuing legal action, the question asked of the Design Consultant and the ARB was whether it was possible for white windows to be allowed at this time in certain townhouse/quadraplex communities even if the original design included the dark brown windows. And, the answer was yes.

The primary reason for allowing the white window replacements even though the original windows were bronze is due to the fact that in these communities over the years when the wood trim was covered in pre-fabricated capping material, approval was given for light beige, tan and off-white replacement trim. These colors were approved because the selection of pre-fabricated materials is very limited and the lighter colors worked best with the brick, siding and roof colors. Another factor was that in many of the communities that originally had bronze windows, the standard trim colors were a cream or light beige color. Therefore, the white widows can blend into these color palettes. In addition to the white windows however, beige and tan windows are also approved.

The recommendation to allow white replacement windows would include the following communities:

Communities that **would be** included in the allowance are as follows:

North Village  
Picton  
Perry Place  
McRory

Northgate  
Overlea

Middle Village  
Clubsid  
Thomas Choice West

South Village  
Nathan's Hill  
Centerstage  
Walkers Choice

Stedwick  
Clusters III (Clusters I and II originally had white windows)  
Club Hill

Maryland Place

Communities that **would not** be included in the allowance are as follows:

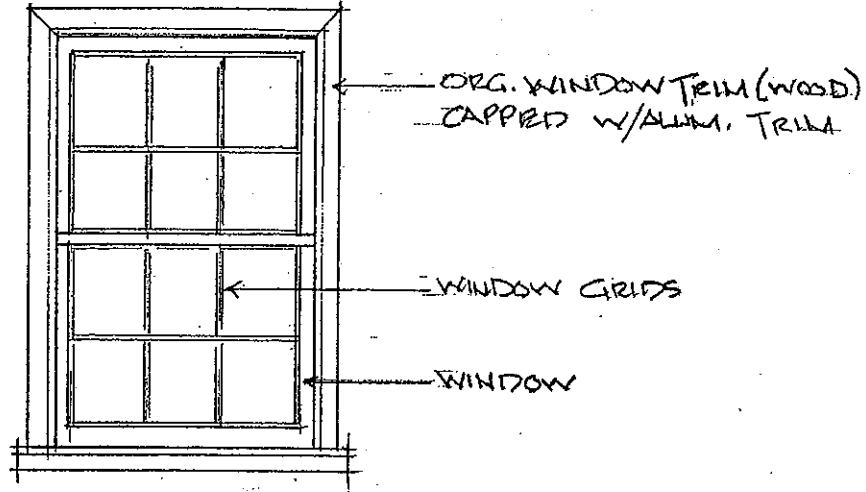
Northgate  
Dorsey's Regard  
McKendree

Patton Ridge  
Arrowhead  
Highfield

South Village  
Grover's Forge  
Millrace

# REPLACEMENT WINDOWS (Traditional)

If you have double-hung windows...

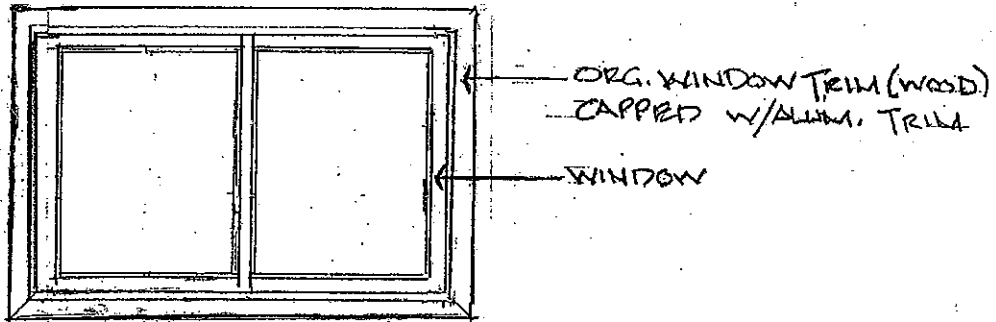


DOUBLE HUNG WINDOW

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## (Contemporary)

If you have slider windows...



SLIDER WINDOW

*Note: If the frame of the window replacement is wider than a maximum width of 3 inches, then the frame has to be painted the house trim color.*