

**Spencer Historic Preservation Commission
Regular Meeting Agenda
Monday, March 18, 2024, 7:00 P.M.**

- Call the Meeting to Order Leslie Ann Talbott, Chair
 - Introduction & Pledge of Allegiance..... Volunteer from the Board
 - Formal Roll Call..... Leslie Ann Talbott, Chair
 - [Determination of a Quorum (3 Regular Business)]
 - Approval of Agenda
 - Adoption of Agenda for March 18, 2024, Regular Meeting.
-

Old Business:

1. CERTIFICATE OF APPROPRIATENESS (COA) APPLICATION:

**COA-23-015 – 506 South Salisbury Avenue – RBC Holdings of Rowan LLC (owner);
Beth Nance (applicant)
Rowan County Parcel ID: 032 130**

Proposed Project:

- Replace existing original wood windows on upper-level façade with new windows.
- 2. Board to Receive an Update on 500 South Carolina Avenue Roof Project**
- 3. Board to Receive an Update on New Code Enforcement Strategy in Historic District**
- 4. Board to Receive an Update on 2024 Changes to Works Classification System**
- 5. Board to Receive Update on Quasi-Judicial Training Plans**
- **Public Comment**
 - **Comments from Staff**
 - **Comments from Board Members**
 - **Announcements**
 - Next meeting is Monday, April 15 2024, 7:00 P.M. (Regular Meeting)
 - **Adjourn**
-

Meeting Agenda & Instructions for Remote Zoom Participation

INSTRUCTIONS FOR ZOOM PARTICIPATION:

All interested persons are invited to participate in the public hearing at Town Hall. If you have any questions about participating in this meeting, please contact Kyle Harris, Town Planner, at (704) 633-2231 ext. 20 or kharris@spencernc.gov. Additional information will also be posted on the Town's website (www.spencernc.gov).

To review Spencer's Historic District Standards and to find more information about the local historic district review and permitting process, please visit the Town's website or contact the Town Planner.

Zoom Participation:

Remote Meetings: If you choose to participate in the meeting remotely by Zoom, please use the link below. If you choose to participate remotely, you are advised to contact the Town Planner prior to the meeting:
Join Zoom Meeting:

<https://us02web.zoom.us/j/87232609059?pwd=QjIyL1dma0hMSFVMMnbnYWdVMmZ3UT09>

Or call 301 715 8592

Meeting ID: 872 3260 9059, Passcode: 226177

One tap mobile

+13017158592,,87232609059#,,,*226177#



**Planning & Zoning Administration:
Certificate of Appropriateness (COA) Staff Report**

HEARING DATE: [\(Updated\) March 18, 2024](#)

SUBJECT: Certificate of Appropriateness (COA) Staff Report

CASE PLANNER: Kyle Harris, Town Planner

CASE: COA-23-015

APPLICANT: RBC Holdings of Rowan LLC (owner)
Beth Nance (applicant)

ADDRESS: 506 South Salisbury Avenue (Spencer Local Historic District)

PARCEL ID: 032 130

PROJECT TYPE: *Window Replacement Project*

EXISTING LAND USE: Commercial

EXISTING ZONING: MS (Main Street) | Corporate Limits

REPORT PREPARED BY: Kyle Harris, Town Planner

Per Town Code Sec. 32.43, no exterior portion of any building or other structure located in Spencer's Historic District shall be erected, altered, restored, moved, or demolished until after an application for a Certificate of Appropriateness (COA) has been submitted to and approved by the Historic Preservation Commission.

Applicant Proposal:

CERTIFICATE OF APPROPRIATENESS (COA) APPLICATION:

COA-23-015 – 506 South Salisbury Avenue – RBC Holdings of Rowan LLC (owner);
Beth Nance (applicant)

Rowan County Parcel ID: 032 130

Proposed Project:

- Replace existing original wood windows on upper-level façade with new windows.

Exhibits:

- A. Staff Photographs (Front Windows) (Site Visit 8/15/2023)
- B. Staff Photographs (Rear Windows) (Site Visit 8/16/2023)
- C. [Jeld-Wen W-2500 Sitrine Clad-Wood Double Hung Pocket Window, Auralast Pine, Sash Replacement Kit](#)
- D. [Jeld-Wen Window Guide \(Brochure\)](#)

[This staff report was originally printed in December, 2023, and originally included details on the initially-proposed Marvin Double Hung Clad-Wood Windows. However, the applicant has revised the proposal to instead use Jeld-Wen Sitrine Clad-Wood Double Hung Windows. Significant changes between the original and revised Staff Report are highlighted in underlined blue.](#)

Staff Discussion:

The commentary below represents the staff's opinion and is offered to provide the Commission with some general guidance and points for discussion. The HPC is not bound by this opinion.

Window Replacement Proposal:

- The applicant proposes to replace the three (3) upper-level windows on the front of the building. (See Exhibit A: Staff Photographs - Front Windows).
- The existing windows are 4-over-4 wood windows. However, they do not appear to be the original windows. The existing 2-over-2 windows on the rear of the structure suggest the original windows may have been 2-over-2 windows, similar to the adjacent building at 510 S. Salisbury Ave.
- You can find photographs of the (likely) original wood windows, still extant on the rear of the building, in Exhibit B (Staff Photographs – Rear Windows).
- The proposed replacement window is [Jeld-Wen Siteline Clad-Wood Window, Double-Hung Pocket, which is a “clad wood” window featuring “AuraLast” pine, described as a “patented wood product that provides protection against wood rot, water damage, and termites”.](#)
- [The window is available in a variety of different design options, including divided lites \(grilles-between-the-glass or simulated divided lites\). Authentic divided lites \(ADL\) are not an option but simulated divided lites \(SDL\) are available. The available grid designs appear to be limited to colonial \(6-lite\), prairie, or 3-over-1 \(“top down”\). It does not appear that custom grid patterns are available with this product. It does not appear that the original 2-over-2 design can be replicated with this product, because that would require a custom grid option.](#)
- [This window may be a reasonable choice for a compatible wood clad window, especially if simulated divided lite \(SDL\) grids are utilized. However, the lack of a custom 2-over-2 grid pattern option may harm the design compatibility of the window and may mean that the original window design cannot be replicated with this product.](#)
- The Commission should consider the appropriate divided lite options. To replicate an authentic divided lite window, [staff recommends the simulated divided lite \(SLD\) option](#). The grilles-between-the-glass (GBGs) is the least historically appropriate style and is inconsistent with the Standards. All the other options appear to meet the Standards.

About Jeld-Wen:

- According to Jeld-Wen's website and brochures, its double-hung windows are designed to “give [buildings] a...traditional look”. Jeld-Wen windows “are available in wood, aluminum-clad wood, composite, and vinyl”. Its wood windows “offer the widest range of options” and are designed to “meet historic building requirements...replacements maintain the authentic look and feel of a historic” building, and feature the widest range of customization options, including grids and glass patterns.

- Its clad-wood windows, which is what is being proposed in this application, “feature beautiful wood finishes inside the [building] and protective, low-maintenance aluminum cladding on the exterior”.
- The proposed Sitaline wood-clad window utilizes AuraLast pine to provide termite resistance, protection against wood rot and water damage.
- Jeld-wen also provides a range of services to “help with window repair and replacement needs...in addition to offering windows for remodeling projects, we have products designed specifically for replacement projects, such as pocket-frame double-hungs, pocket-frame casements, and double-hung sash packs”.

Applicant-Submitted Information:

- According to the applicant, the existing windows “have lost all of their glazing, are single pane glass, are missing their hardware and locking mechanisms and barely fit in place. The sash, frame and casing are extremely deteriorated. These windows have reached the end of their lifecycle.”
- The applicant continues, “We believe this is the right solution for our project. By replacing these single-pane windows we will ensure that the building is more energy-efficient, safe, free from faulty operational issues all while maintaining a look appropriate for a historic and traditional building.”
- The applicant “would like to work with the Historic Preservation Commission to determine which grid style to select. There are so many different styles on our block that we would welcome guidance on this selection for the window.”

General Window Replacement Standards:

- The Standards do not support removing and replacing original wood windows unless they are ‘deteriorated beyond repair’ (Standards, Section 2.7, pp. 34-35). However, in this case, there may be unique mitigating factors allowing some flexibility. Specifically, these windows do not appear to be the original windows; the original windows would likely have been 2-over-2. The Commission may look to the Secretary of the Interior’s Standards for Restoration and/or Reconstruction for guidelines on replicating the appearance of the original windows.
- For all window replacement projects where the existing window is an original wood window, the applicant is required to submit a professional evaluation report on the condition of the original wood windows sufficient to demonstrate that they are ‘deteriorated beyond repair’ (Standard 2.7.6).
- When a professional evaluation report is submitted into evidence, the Commission should consider if the report is credible, if it demonstrates a good faith effort to accurately prove that the windows are ‘deteriorated beyond repair’ (Standard 2.7.6), and if it contains sufficient justifying evidence and related support information and documentation to prove ‘deterioration beyond repair’. Such evidence includes visual, technical, or other evidence.

- Typically, in order for a window to be deteriorated beyond repair, it must be so deteriorated that there is no feasible way of repairing it.
- Additionally, in most cases, the following requirements will apply:
 - The professional evaluation report must be written (typed).
 - The report must evaluate each window individually.
 - The report must contain sufficiently illustrative color photographs clearly showing the condition of the window from interior and exterior (including up-close photography).
- If a window is deteriorated beyond repair, it should be replaced with a matching window. 'Matching' means matching the design and dimensions of the original sash or panels, pane configuration, architectural trim, detailing, and materials. We also use 'substantial similarity' as a review criterion, which is evaluated in terms of design, dimension, material, quality of material, sash and panel design, pane configuration, architectural trim, and detailing.
- Substitute materials, such as vinyl, can only be considered if the original material is not technically feasible. For example, if vinyl is requested, the applicant would have to prepare justification that wood is not technically feasible. Cost is not typically admissible as a reason against using wood windows.
- In conclusion, the Commission should consider if the proposed [Jeld-Wen Siteline Clad-Wood Double-Hung Window](#) is an appropriate replacement window.



(Above) Original 2-over-2 wood windows remain on the rear of the subject building.

Applicable Historic District Standards:

(Based on 2022 Updated Standards)

Section 2.7. Windows & Doors (Standards, p. 34)

- Standard 2.7.1. Retain and preserve windows that contribute to the overall historic character of a building, including their functional and decorative features such as frames, sashes, muntins, sills, heads, moldings, surrounds, hardware, shutter, and blinds.
- Standard 2.7.3. Protect and maintain the wood and metal elements of historic windows and doors through appropriate methods:
 - Inspect regularly for deterioration, moisture damage, air infiltration, paint failure, and corrosion.
 - Provide adequate drainage to prevent water from standing on nearly flat, horizontal surfaces such as windows and door sills.
 - Clean the surface using the gentlest means possible.
 - Limit paint removal and reapply protective coatings as necessary. Remove heavy paint buildup on windows and doors to facilitate their operation.
 - Reglaze sash as necessary to prevent moisture infiltration.
 - Weatherstrip windows and doors to reduce air infiltration and increase energy efficiency.
- Standard 2.7.4. Repair historic windows and doors and their distinctive features through recognized preservation methods for patching, consolidating, splicing, and reinforcing.
- Standard 2.7.5. If replacement of a deteriorated historic window or door feature is necessary, replace only the deteriorated feature in kind rather than the entire unit. Match the original in design, dimension, material, and quality of material. Consider compatible substitute materials only if using the original material is not technically feasible.
- Standard 2.7.6. If a historic window or door unit is deteriorated beyond repair, replace the unit in kind, matching the design and dimension of the original sash or panels, pane configuration, architectural trim, detailing, and materials. Consider compatible substitute materials only if using the original material is not technically feasible.
- Standard 2.7.11. It is not appropriate to remove original doors, windows, shutters, blinds, hardware, and trim from a character-defining façade.
- Standard 2.7.12. It is not appropriate to remove any detail or material associated with windows and doors, such as stained glass, beveled glass, textured glass, or tracery, unless an accurate restoration requires it.
- Standard 2.7.14. If exterior storm windows are desired, select ones that are coated with paint or a baked enamel finish in a color appropriate to the trim color of the building. Install so that existing windows and frames are not damaged or obscured.

- Standard 2.7.16. It is not appropriate to replace windows or doors with stock items that do not fill the original openings or duplicate the unit in size, material, and design.

Section 2.1. Wood (Standards, p. 23-24)

- Standard 2.1.10. It is not appropriate to replace or cover historic wooden siding, trim, or window sashes with contemporary substitute materials.
- Standard 2.1.12. Certain synthetic materials such as cementitious siding can be reviewed on a case-by-case basis, provided:
 - They are installed only when the original material is no longer available or feasible;
 - They are installed in a traditional manner that includes the installation of corner boards, architectural trim around windows and doors, etc.
 - They match the original in width of exposure, thickness, profile, texture, grain, color, and overall outer appearance.
 - Their texture must be a smooth, non-grained (e.g. faux woodgrain) finish.
- Standard 2.1.3. When a Certificate of Appropriateness is being sought for the use of synthetic materials, the applicant should include with the application a sample of the new material as well as the material being replaced.

Section 2.9. Sustainability & Energy Retrofit (Standards, p. 38-39)

- Standard 2.9.4. If desired, introduce narrow-profile exterior or interior storm windows so that they do not obscure or damage the existing sash and frame. Size exterior storm windows to fit tightly within the existing window openings without the need for a subframe or panning (filler panel) around the perimeter. Select exterior storm windows with a painted or baked enamel finish color that is compatible with the sash color. Bare aluminum storm windows may be appropriate for post-1945 buildings. For double-hung vinyl windows, operable storm window dividers should align with the existing meeting rails.

Restoration as a Treatment

Restoration is defined as the act or process of accurately depicting the form, features, and character of a property as it appeared at a particular period of time by means of the removal of features from other periods in its history and reconstruction of missing features from the restoration period. The limited and sensitive upgrading of mechanical, electrical, and plumbing systems and other code-required work to make properties functional is appropriate within a restoration project.

Secretary of the Interior's Standards for Restoration

- Standard 2. Materials and features from the restoration period will be retained and preserved. The removal of materials or alteration of features, spaces and spatial relationships that characterize the period will not be undertaken.

- Standard 3. Each property will be recognized as a physical record of its time, place and use. Work needed to stabilize, consolidate and conserve materials and features from the restoration period will be physically and visually compatible, identifiable upon close inspection and properly documented for future research.
- Standard 7. Replacement of missing features from the restoration period will be substantiated by documentary and physical evidence. A false sense of history will not be created by adding conjectural features, features from other properties, or by combining features that never existed together historically.

Reconstruction as a Treatment

Reconstruction is defined as the act or process of depicting, by means of new construction, the form, features, and detailing of a non-surviving site, landscape, building, structure, or object for the purpose of replicating its appearance at a specific period of time and in its historic location.

Secretary of the Interior's Standards for Reconstruction

- Standard 1. Reconstruction will be used to depict vanished or non-surviving portions of a property when documentary and physical evidence is available to permit accurate reconstruction with minimal conjecture and such reconstruction is essential to the public understanding of the property.
- Standard 4. Reconstruction will be based on the accurate duplication of historic features and elements substantiated by documentary or physical evidence rather than on conjectural designs or the availability of different features from other historic properties. A reconstructed property will re-create the appearance of the non-surviving historic property in materials, design, color and texture.

Staff Suggested Findings:

FINDINGS OF FACT

Planning staff finds that the following proposal is **not incongruous** with the character of the District:

- Replace existing original wood windows on upper-level façade with new windows.

...Because:

- 1) Although the removal of historic wood windows is highly discouraged, and in most cases should only be done if the window is proven to be deteriorated beyond repair (Standard 2.7.1 & 2.7.6), there are unique mitigating factors in this case. Specifically, physical evidence suggests that the three (3) four-over-four (4-over-4) upper-level front windows proposed for replacement are not the original windows; the original windows would likely have been two-over-two (2-over-2) wood windows, matching the existing original 2-over-2 window on the rear of the building. Therefore, for an accurate restoration of the front façade to its original appearance, the Secretary of the Interior's Standards support "replacement of missing features from the restoration period...substantiated by documentary and physical evidence" (Secretary of the Interior's Standards for Restoration, Standard 7), and they also support "reconstruction...based on the accurate duplication of historic features and elements substantiated by documentary or physical evidence...a reconstructed property will re-create the non-surviving historic property in materials, design, color, and texture" (Secretary of the Interior's Standards for Reconstruction, Standard 4). The existing original 2-over-2 rear window is clear physical evidence of the original appearance and can be used as a restoration/reconstruction reference point; and
- 2) The proposed [Jeld-Wen Siteline Clad-Wood Double-Hung Window](#) is an appropriate replacement window substantially replicating (in this case, restoring or reconstructing) the original wood window in terms of design and dimensions, architectural trim, and detailing (Standard 2.7.6). While a custom wood window would be preferred, a clad-wood window is an acceptable compatible substitute material (Standard 2.7.6) that substantially replicates the qualities of an original wood window in terms of its overall appearance and design (Standard 2.1.12); and

Continue to next page for Staff Recommended Motion.

MOTION (TO APPROVE)

Staff Recommendation:

Based on the above Findings of Fact and the applicable standards of the Spencer Historic District Standards, planning staff recommends that the Commission **approve** a COA for the proposal heretofore described at 506 South Salisbury Avenue (Tax Parcel ID # 032 130, located in the Spencer Local Historic District, **subject to the following conditions:**

- 1) The windows shall feature either Authentic Divided Lite (ADL) or Simulated Divided Lite with Spacer Bars (SDLs). Grilles-between-the-glass (GBGs) are not appropriate because they do not sufficiently replicate the overall visual qualities and appearance of a historic wood window (Standard 2.7.6); and
- 2) The windows shall feature a 2-over-2 grid pattern [or, if the 2-over-2 option is not available, then the colonial \(6-grid\) option](#). Physical evidence suggests that the original wood windows were 2-over-2 wood windows (Authentic Divided Lite). Specifically, the existing 2-over-2 wood window on the rear of the subject building is physical evidence of the original design of the front upper-level windows. Therefore, 2-over-2 windows are necessary to replicate the overall visual qualities and appearance of the original windows (Standard 2.7.6), [however colonial \(6-grid\) option is a reasonable alternative compatible with the character of the building and district](#); and
- 3) Planning staff shall review and approve any revisions or deviations to any portion of the as-submitted work, that qualifies as a Minor Work, prior to commencement of that portion of the project.

Exhibit A: Staff Photographs



Exhibit A: Staff Photographs



Exhibit A: Staff Photographs



Exhibit A: Staff Photographs



Exhibit A: Staff Photographs



Exhibit A: Staff Photographs



Exhibit A: Staff Photographs



Exhibit A: Staff Photographs



Exhibit A: Staff Photographs



Exhibit A: Staff Photographs



Example of older wood window on adjacent building(s)

Exhibit A: Staff Photographs



Example of older wood window on adjacent building(s)

Exhibit A: Staff Photographs



Example of older wood window on adjacent building(s)

Exhibit A: Staff Photographs



Example of older wood window on adjacent building(s)

Exhibit A: Staff Photographs



Existing wood windows at rear of building are likely the original windows.
Note 2-over-2 grid pattern.

Exhibit A: Staff Photographs



Existing wood windows at rear of building are likely the original windows.

Note 2-over-2 grid pattern.

Exhibit A: Staff Photographs



Existing wood windows at rear of building are likely the original windows.

Note 2-over-2 grid pattern.

Exhibit C: Jeld-Wen Siteline Clad-Wood Double Hung Window Specifications

From: [Beth Nance](#)
To: [Kyle Harris](#)
Subject: Re: windows for Main st spencer
Date: Wednesday, March 13, 2024 12:44:54 PM
Attachments: [image001.png](#)

Hello Kyle. Good news. Rob would like to go with the clad wood window as described on the previously attached estimate. Here is a link to the product.

<https://www.jeld-wen.com/en-us/products/windows/siteline-clad-wood/double-hung-pocket>

W-2500 Clad Double Hung, Auralast Pine, Sash Replacement Kit,

Sash Opening= 36 3/8 X 70 1/2

Brilliant White Sash,

Interior-Paint Perfect White/M64EXW31123,

14 Deg Sill,

With-Plow White Jambliner, Compression Jambliner & No Tilt Latches,
White Hardware,

Insulated SunStable Annealed Glass, No Protective Film, Black Spacer,
Argon Filled,

IGThick=0.625(3/32 / 3/32),

U-Factor: 0.29, SHGC: 0.27, VLT: 0.51, CPD: JEL-N-740-01009-00004

PEV 2023.1.0.4237/PDV 6.990 (03/01/23)CW

On Fri, Dec 1, 2023 at 9:05 AM Kyle Harris <kharris@spencernc.gov> wrote:

From: Beth Nance
To: Kyle Harris
Subject: Re: windows for Main st.spencer
Date: Wednesday, March 13, 2024 12:44:54 PM
Attachments: image001.png

Hello Kyle. Good news. Rob would like to go with the clad wood window as described on the previously attached estimate. Here is a link to the product.

<https://www.jeld-wen.com/en-us/products/windows/sitrine-clad-wood/double-hung-pocket>

W-2500 Clad Double Hung, Auralast Pine, Sash Replacement Kit,

Sash Opening= 36 3/8 X 70 1/2
Brilliant White Sash,
Interior-Paint Perfect White/M64EXW31123,
14 Deg Sill,
With-Plow White Jambliner, Compression Jambliner & No Tilt Latches,
White Hardware,
Insulated SunStable Annealed Glass, No Protective Film, Black Spacer,
Argon Filled,
IGThick=0.625(3/32 / 3/32),
U-Factor: 0.29, SHGC: 0.27, VLT: 0.51, CPD: JEL-N-740-01009-00004
PEV 2023.1.0.4237/PDV 6.990 (03/01/23)CW

On Fri, Dec 1, 2023 at 9:05 AM Kyle Harris <kharris@spencernc.gov> wrote:

JELD-WEN
(en-us)

Sitrine® Clad-Wood Window: Double-Hung Pocket

Model Overview



PROJECT TYPE
New construction and replacement

WARRANTY
20 Year Warranty

SCREEN & TRIM OPTIONS
2 Exterior Trim Options

GLASS
Energy efficient, tinted, textured and protective.

HARDWARE
1 Lock Option in 9 finishes

MATERIALS
1 Wood Option

MAINTENANCE LEVEL
Moderate

COLORS & FINISHES
27 Exterior Colors
9 Interior Colors
7 Interior Finish Options

FRAME OPTIONS
Pocket Replacement Window

DIVIDED LITES
Grilles between the glass.

CONSTRUCTION
Tilt Sash

3 5 5

PRICING

Many options will influence the price of your window.
To get an estimate, contact your JELD-WEN dealer.

WHERE TO BUY (WHERE-TO-BUY? PID=145811)

GET HELP ON YOUR PROJECT (EN-US/GET-HELP? PID=145811&JWCT.GETHELP=PRODUCTPAGE)

Hi there! How can I help you today?

2

Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications

Materials

WOOD OPTIONS



AuraLast® Pine
AuraLast® pine is a patented wood product that provides protection against wood rot, water damage and termites. This water-based process fortifies wood all the way to the core, providing an exclusive level of protection you'll only find through JELD-WEN and backed by our limited lifetime warranty. Distinct color variations occur and the grain can appear straight or erratic depending on how it is cut from the log. The wood will darken and yellow with age, adding character and charm. It machines to a fine, smooth finish and easily accepts lighter stains and paint. Staining is recommended to achieve a uniform appearance because pine naturally contains resins that can affect penetration. Knots should be sealed before painting.

Colors & Finishes

EXTERIOR COLORS

Note: Actual colors may vary from samples shown due to printing process and/or differing monitor calibrations.

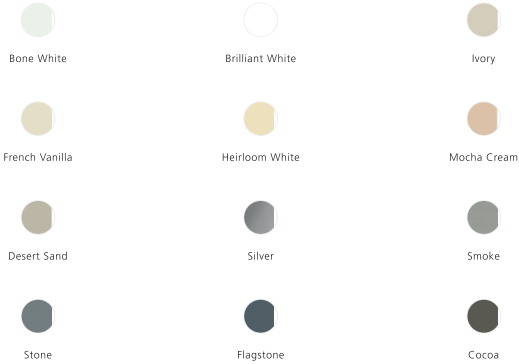
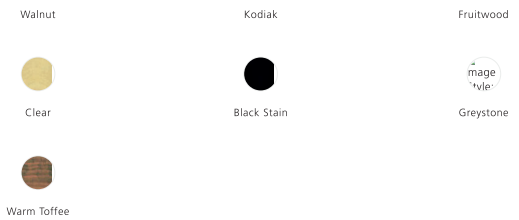


Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications

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Glass

ENERGY EFFICIENT GLASS

Our optional high-performance Low-E insulating glass lowers energy costs, helps homes stay cooler in the summer and warmer in the winter, reducing the fading of interior furnishings and condensation. It also delivers greater visible light transmittance than tinted glass. Clear glass consists of two panes of glass, sealed with an airspace and the perimeter of the unit is sealed. This option offers maximum visible light transmittance and superb energy efficiency in most climates. With Low-E glass, ENERGY STAR® qualified versions of this product are likely available. This means they meet or exceed the minimum energy efficiency criteria for your climate region. For more information, ask your dealer how to order JELD-WEN ENERGY STAR qualified products specific to your area.

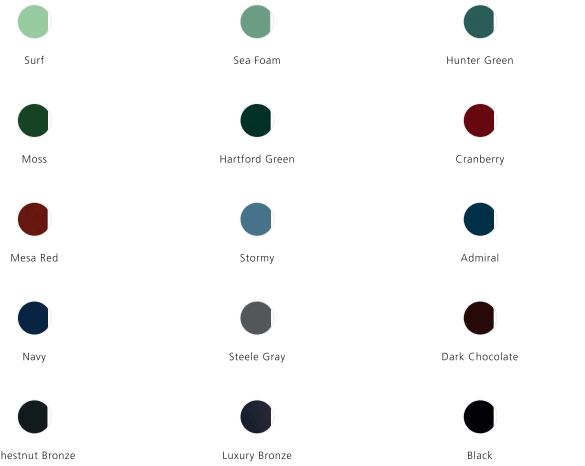


TINTED GLASS

Our optional tinted glass is ideal for climates with intense sunlight. It reduces glare and visible light transmittance, while also keeping homes more comfortable in warm weather. Optional clear glass consists of two panes of glass, sealed with an airspace and the perimeter of the unit is sealed. This option offers maximum visible light transmittance and superb energy efficiency in most climates.

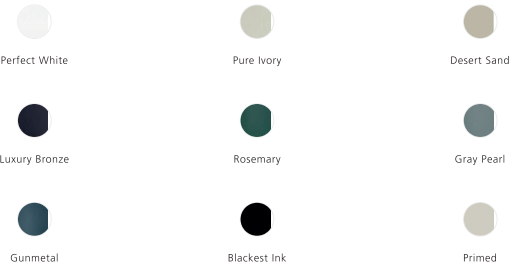
Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications

Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications



INTERIOR COLORS

Note: Actual colors may vary from samples shown due to printing process and/or differing monitor calibrations.

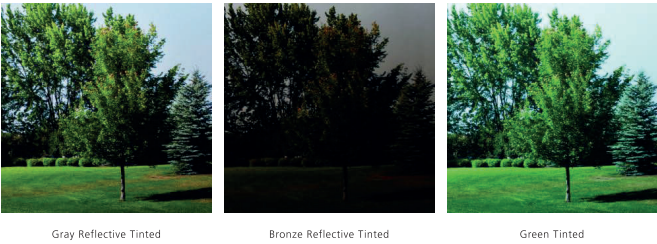
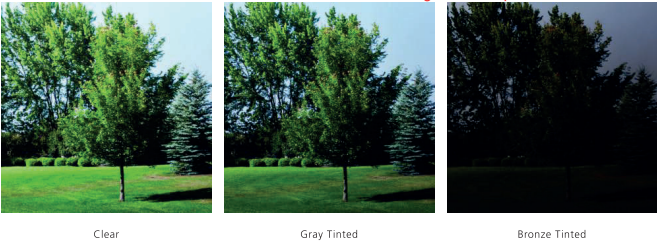


INTERIOR FINISH OPTIONS

Note: Actual colors may vary from samples shown due to printing process and/or differing monitor calibrations.



Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications



TEXTURED GLASS

We offer an array of glass types, each one with its own attractive texture, pattern or color. Add a distinctive touch to our windows with optional textured glass, which lets light in while maintaining privacy. This glass will not only enhance your chosen window and transoms, but also add radiance to your entire home.

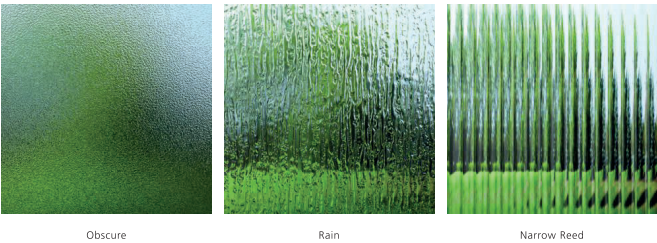


Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications

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Glue Chip Seedy Reamy Matte Frost

PROTECTIVE GLASS



Neat®
With the Neat® glass option, you gain natural cleaning convenience. By harnessing the sun's UV rays (even when the sky is cloudy) to loosen dirt from the glass, rainwater can easily rinse away grime. No manual activation is required.



Preserve
Preserve® film is factory-applied to both the interior and exterior surfaces of the glass. This means the glass surfaces will be reliably protected from debris and scratches that can occur during shipping and handling or at a construction site. So you won't need to spend extra time cleaning your new windows. What's more, it's easy to remove. *Please note, Preserve film is not available with impact-resistant glass or single pane units.



Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications

Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications



Simulated Divided Lites
Add architectural interest to your windows with our divided lite options. These options include simulated divided lites (SDL) for an authentic look. They feature grilles that are permanently attached to both the interior and exterior glass (aluminum for clad exteriors, wood for wood exteriors), metal bars placed between the panes of insulating glass to provide design detail.

GRILLE DESIGNS



Colonial Grille



No Grille



Prairie Grille



Top Down Grille

Hardware

LOCKS



Sash Lock

LOCK HARDWARE FINISHES

We offer a range of hardware and hardware finishes for our windows. We know a Victorian house feels all the more ornate with brass fixtures. And the shine of polished chrome adds a contemporary edge to traditional architecture. Our selection ensures you can make the statement you want down to the last detail.



Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications

Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications



Tempered

The tempered glass option is available in all glass types and provides extra strength, enabling it to withstand force or pressure on its surface and it will not break into sharp pieces. Local building codes often require tempered glass to be used in all windows that are close to the floor or near doors, bathtubs or showers.

Divided Lites

GRILLES BETWEEN THE GLASS



Grilles Between the Glass
Add architectural interest with our divided lite options. Enjoy increased visual appeal and decreased maintenance with our grilles between the glass, which consist of a spacer bar placed between the panes of the insulating glass. They are an ideal choice because they require no upkeep and will not interfere with window cleaning. We offer 5/8" or 7/8" flat grilles, as well as 5/8" or 1" contour grilles in several grille patterns. These grilles are available in the color that matches the exterior color of the patio door you choose.

SIMULATED DIVIDED LITES



Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications

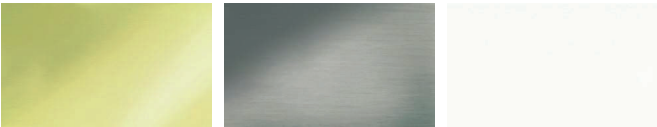
Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications



Antique Brass Finish Black Finish Brushed Chrome Finish



Chestnut Bronze Finish Desert Sand Finish Oil-Rubbed Bronze Finish



Polished Brass Finish Satin Nickel Finish White Finish

Screens & Trim

EXTERIOR TRIM



Brickmould for Clad Exterior



Flat Casing for Clad Exterior

Construction & Framing

CONSTRUCTION



Exhibit C: Jeld-Wen Sitrine Clad-Wood Double Hung Window Specifications



Tilt Sash
Our double-hung windows include a tilt latch which allows you to easily tilt the sash in to allow for convenient cleaning from the inside of your home. Tilt latches will match the hardware color of your window.

FRAME OPTIONS



Pocket Replacement Window
Our pocket replacement window is perfect for residential and light commercial applications where the building's existing window frame and surrounding wall are in good condition, but the sash is in need of improvement. With a wide range of styles, colors, and finishes available and innovative features that make installation easy, ensuring a beautiful appearance and superior quality and performance.

Energy & Sustainability

SUSTAINABLE SOLUTIONS



Sustainability at JELD-WEN
At JELD-WEN, sustainability is nothing new. With origins rooted in wood product manufacturing, our legacy has been to make windows, doors and components in a manner consistent with efficient use of what nature provides. In effect, we've always strived to make stiles and sash, not sawdust. To us, minimizing waste has always made good ecological and business sense. Our mission is to develop high performance, high-value products that satisfy our customers' needs, while also caring for our communities by seeking ways to reduce our impact on the environment. We also realize that there is still work to be done. Sustainability is a journey, and our on-going efforts will remain directed toward continual improvement of our products, processes and culture. We do this not because it's popular. We do it because it's the right thing to do.

do this not because it's popular. We do it because it's the right thing to do.



ENERGY STAR® Qualified Options
We are committed to offering products for improved energy efficiency in your home. This product has ENERGY STAR qualified options to save energy and meet current requirements. As proof of our commitment, JELD-WEN has received the 2010 ENERGY STAR Partner of the Year award. The award signifies outstanding contributions to protecting the environment through energy efficiency and is presented to only a handful of 17,000 organizations that participate in the program each year. Our company-wide commitment to energy conservation excellence is part of our continued commitment to bringing reliability to your home and life. For more information, ask your dealer about JELD-WEN ENERGY STAR products.



FSC®-certified ENERGY STAR® wood windows and patio doors with AuraLast® wood manufactured by JELD-WEN have been approved for points toward National Green Building Certification to the ICC 700-2008 National Green Building Standard for residential construction.



Reduced VOCs
The AuraLast® manufacturing process releases 96 percent fewer VOCs than traditional treatments, one more reason that AuraLast®-The Worry-Free Wood® really is worry-free. AuraLast is JELD-WEN's exclusive water-based wood protection process. Unlike typical solvent-based treatments that only coat a thin layer on the wood's surface, AuraLast delivers durable 100 percent surface-to-surface protection. AuraLast is 100 percent real wood, so homeowners don't have to sacrifice the beautiful appearance for industry-leading protection.

solvent-based dip treatments that only coat a thin layer on the wood's surface, AuraLast delivers durable 100 percent surface-to-core protection. AuraLast is 100 percent real wood, so homeowners don't have to sacrifice the beautiful appearance for industry-leading protection.

WHERE TO BUY (/WHERE-TO-BUY)

GET HELP ON YOUR PROJECT (/EN-US/GET-HELP?JWCT_GETHELP=FOOTERCTA)

(<https://www.jeld-wen.com/en-us/technical-support/faq>)

WINDOWS & DOORS	+
DISCOVER	+
SUPPORT	+
OUR COMPANY	+

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[PRIVACY POLICY \(/EN-US/ABOUT-US/GENERAL-INFORMATION/PRIVACY-POLICY\)](#)

[SUPPLY CHAIN TRANSPARENCY \(/EN-US/ABOUT-US/COMPANY/SUPPLY-CHAIN-TRANSPARENCY\)](#) [INTERNATIONAL @ \(HTTP://JELD-WEN.NET/\)](#)



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Exhibit D: Jeld-Wen Window Guide (Brochure)



EVERYTHING YOU NEED TO KNOW WHEN CHOOSING WINDOWS

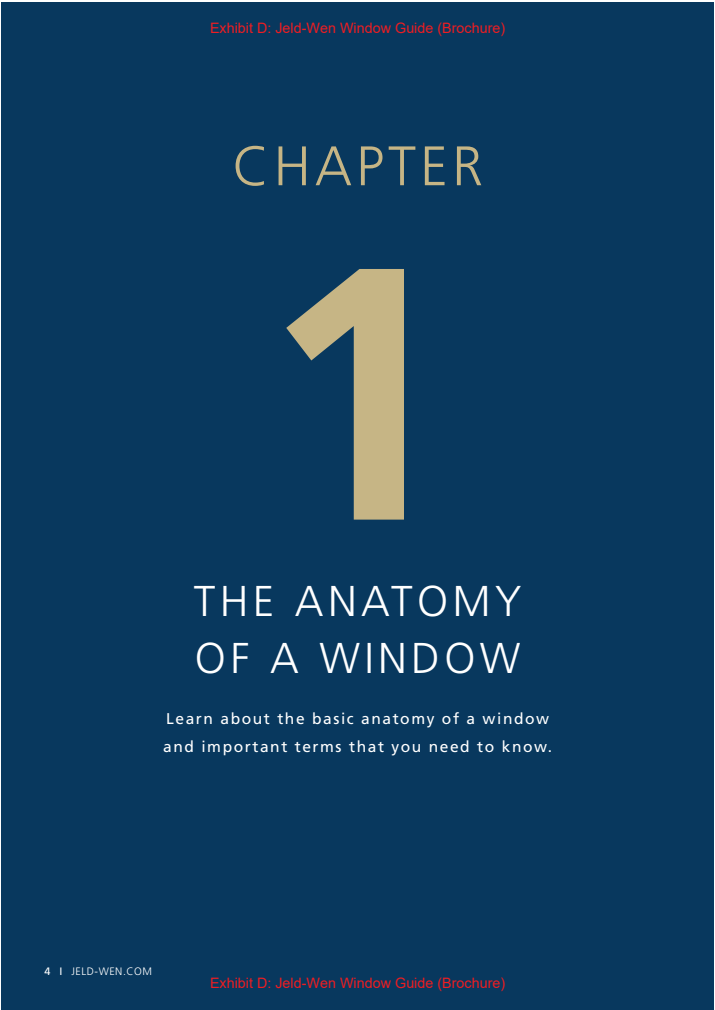
This guide is designed to help streamline your decision-making process when it comes to windows. If you're unsure about operating types, material choices, window styles, or replacement or upgrade options, we've got you covered. Designed for homeowners, this easy-to-follow guide makes choosing the right windows simple.

To learn more about JELD-WEN® windows, [visit us online](#).



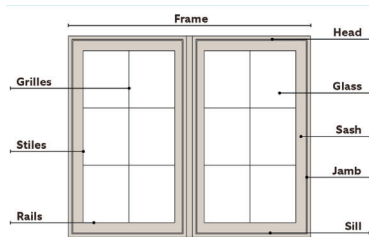
Exhibit D: Jeld-Wen Window Guide (Brochure)

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THE ANATOMY OF A WINDOW

Every window is similar in construction although operating types vary. When shopping for new or replacement windows, understanding these terms will help you find the right ones.



Frame

Holds all the parts of the window in place; comprised of the head, jambs, and sill.

Head

The top horizontal area of the window frame.

Grilles

Optional design choice for the look of classic “multi-lite” windows; placed inside the glass (grilles-between-the-glass or GBG) or on top of the glass (simulated divided lites or SDL).

Sash

A section of glass framed by stiles and rails; typically, the sash is the moveable part of the window, although some sash can be “stationary” or non-moving. Held in place by the frame.

Stiles

Vertical components of the sash.

Rails

Horizontal components of the sash.

Jamb

The vertical sides of the window frame.

Sill

The horizontal area along the bottom of the window frame.

Exhibit D: Jeld-Wen Window Guide (Brochure)

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CHAPTER

2

WINDOW TYPES

Explore different operating types
and how they can transform any space.

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Exhibit D: Jeld-Wen Window Guide (Brochure)

Exhibit D: Jeld-Wen Window Guide (Brochure)



WINDOW TYPES

Window types are generally based on operation, the way the window opens and closes — or doesn't move at all. Some window types have more to do with shape and placement. Here are some common window types to know:

Single-hung and Double-hung

These popular windows give homes a more uniform, traditional look, as well as plenty of fresh air and natural sunlight. Single-hung windows have a fixed (non-moving) upper sash and a lower sash that slides up and down to open and close. Double-hung windows feature two operating sash that slide up and down, for even greater air flow; typically, both sash are also designed to “tilt” inward for easier cleaning.



Awning

Awning windows are hinged at the top and open outward from the bottom, which means these windows can bring in fresh air even when it's raining outside. Their smaller construction makes them great for bathrooms, allowing light and ventilation without compromising privacy. If you love the look of picture windows but also love a nice breeze, pair a picture window with a smaller awning window in the same color and material, to create that “expansive glass” aesthetic while still enjoying fresh air when you want it.



Casement

Casement windows are popular for their large glass panes and unobstructed views. These windows are hinged at the sides and open outward, bringing in abundant light and fresh air. Casements that open with a crank handle at the bottom of the frame are great for harder-to-reach areas, such as above the kitchen sink or above the tub in a bathroom.



Exhibit D: Jeld-Wen Window Guide (Brochure)

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Exhibit D: Jeld-Wen Window Guide (Brochure)

Picture or Fixed

If your home includes a scenic view, consider a picture window, a fixed (non-operational) window designed for framing the expansive views outside. Fixed windows include traditional rectangular or square styles as well as unique shapes such as trapezoids or ovals. Small, high-placed fixed windows (called clerestory windows) can bring welcome light to spaces with tall walls and high ceilings.



Bay

A bay window is really three windows: one large, fixed window in the center, with a smaller window on either side. These flanking windows can be single- or double-hung, casement, or fixed. Because they extend past the wall of the home, bay windows offer a broader view of the outdoors, and they bring in natural light from multiple directions.



Bow

Bow windows are a set of joined windows (typically four or five) that are angled slightly to give the illusion of a curved wall. Bow windows offer more panoramic views and can let in more light than bay windows. However, bow windows are typically fixed (non-operational), so if ventilation is a priority, a bay window might be a better choice.



Sliding

Sliding windows open horizontally. One sash slides left or right to open; the other sash may operate as well or may be fixed, depending on the model you choose. You can typically unlock and open a sliding window with one hand. They are offered in a range of sizes, making it easy to find one that fits the available space you have.



When choosing your window operating type, consider if you'd like your windows to slide or swing open. To get a closer look at all available window types, [find more information on jeld-wen.com](https://www.jeld-wen.com).

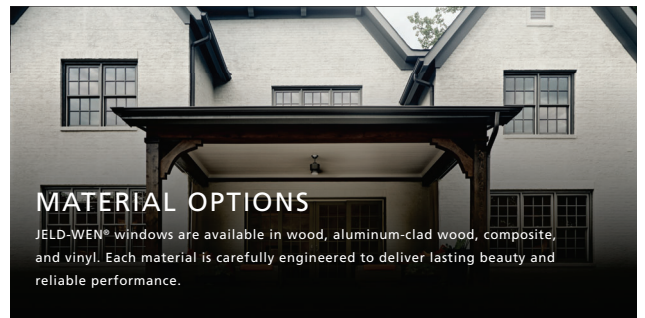


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Exhibit D: Jeld-Wen Window Guide (Brochure)

CHAPTER 3 MATERIAL OPTIONS

Window materials matter. Choose the right materials for both aesthetics and performance, to achieve long-term beauty and durability.



MATERIAL OPTIONS

JELD-WEN® windows are available in wood, aluminum-clad wood, composite, and vinyl. Each material is carefully engineered to deliver lasting beauty and reliable performance.



WOOD WINDOWS

The classic choice, wood windows offer the widest range of options. For many homeowners, nothing beats the warm character and substantial heft of real wood. Benefits include:

- **Color versatility:** May be painted or stained; add exterior aluminum cladding for lasting color and easier maintenance
- **Size:** Can be used to craft larger contemporary windows or recreate historic windows
- **Meets historic building requirements:** Replacements maintain the authentic look and feel of a historic home while improving energy efficiency (typically through use of Low-E glass)
- **Customization options:** Capabilities include one-of-a-kind design specs, color finishes, glass patterns, decorative details, and more

To find the right wood window for your project, view [Wood Window Options](#).



CLAD-WOOD WINDOWS

Clad-wood windows feature beautiful wood finishes inside the home and protective, low-maintenance aluminum cladding on the exterior.

- **Color versatility:** Warm neutral paint or stain finishes for the window's interior, with bold, on-trend colors for the clad exterior
- **Performance:** The clad exterior protects the life of your wood window, promoting longevity, and decreasing maintenance



COMPOSITE WINDOWS

True Composite windows and patio doors blend the beauty of wood with strength and durability that surpasses vinyl, so homeowners can enjoy the luxury look for less. A true composite blends a structural fiber, such as reclaimed wood fiber, with synthetic polymers and co-extruded color, to create a highly durable material that looks like wood but requires no painting, and little maintenance. Twice as rigid as vinyl, true composite installs cleanly and prevents warping and sagging over time. Other benefits include:

- **2X as rigid as vinyl:** True composite feels solid and secure and maintains its shape
- **Co-extruded, fully bonded color:** Low maintenance, scratch-resistant and won't flake or peel with no painting required
- **Design options:** Choose from a variety of operating types and colors to create the right look for any home



VINYL WINDOWS

Vinyl is a great alternative if you are looking for quality style at a lower price. Vinyl windows are prized for their low maintenance. For example, you can clean them with soap and water. Other benefits include:

- **Energy efficiency:** Thermally-efficient frames and standard Low-E glass make our vinyl windows excellent insulators
- **Budget-Friendly:** Vinyl is a great alternative to wood if you're looking for high-quality windows with a lower price point
- **Lasting color:** Select colors come integrated throughout the vinyl material, so there's no need for touchups as there would be with traditional paint applications
- **Durability:** Vinyl will not chip, peel, or crack

CHAPTER

4

WINDOW STYLES

Find the right window to complement any style and design need with the convenient, curated JELD-WEN Style Collections.

WHICH WINDOW STYLE IS RIGHT FOR YOU?

Browse the [JELD-WEN Style Collections](#) to find Farmhouse, Coastal, Updated Traditional, and Simply Modern window styles that elevate the look of any home. Style collections may be blended to create a unique aesthetic for your home.



 FARMHOUSE



 COASTAL



 UPDATED TRADITIONAL



 SIMPLY MODERN

TAKE THE QUIZ TO DEFINE YOUR STYLE

Identify your preferences with our Style Quiz or browse the JELD-WEN Style Collections to get inspired.



[Builders™ Vinyl](#)



[Flat Casing Vinyl](#)

FARMHOUSE STYLE COLLECTION

[Modern Farmhouse](#) is a blend of old and new. Wood elements, fresh neutral colors, a mix of textures, and vintage-inspired pieces create a space that's refined, yet comfortable and welcoming. Both JELD-WEN® [Builders™ Vinyl](#) and [Flat Casing Vinyl](#) collections feature numerous windows that exude the Farmhouse style.

When looking for Farmhouse style windows, look for details such as:

- Tall, symmetrical shapes
- Large glass panels
- Contrasting frames

Browse the [Farmhouse](#) Style Collection for more inspiration.



COASTAL STYLE COLLECTION

[Coastal](#) Style evokes the sense of easy living. Bright, beachy colors, an abundance of natural light, and added warmth with natural wood accents help create a retreat from the everyday. To find Coastal-inspired windows, browse JELD-WEN's line of windows in the Premium Atlantic™ Vinyl and Siteline® Clad Wood collections. Look for details such as:

- Large glass panels
- Ocean-inspired color palette
- Durable materials

Browse the [Coastal](#) Style Collection for more inspiration.



[Premium Atlantic™ Vinyl](#)



[Brickmould Vinyl](#)



[Siteline® Clad-Wood](#)



[Custom™ Wood](#)

UPDATED TRADITIONAL STYLE COLLECTION

[Updated Traditional](#) style mixes classic design elements with spacious floor plans for a more open, relaxed feel. You can take this style in different directions by choosing lighter colors and classic details for a softly refined look or combining saturated colors with ornate details to add visual drama. JELD-WEN offers window collections with a myriad of options that complement traditional design. Browse through our [Brickmould Vinyl](#), [Siteline® Clad-Wood](#), and [Custom™ Wood](#) collections to elevate your interior and exterior style.

- Timeless design details
- Classic curved styles
- Architecturally correct craftsmanship

Browse the [Updated Traditional](#) Style Collection for more inspiration.



SIMPLY MODERN STYLE COLLECTION

Clean lines, open spaces, and a touch of nature define [Simply Modern](#) style. By combining elements of minimalism and modernism, these spaces are bright, uncluttered, and welcoming. Often times, they are designed with sustainability and energy efficiency in mind. For windows that will help you achieve your ideal modern design, browse our [DF™ Hybrid Vinyl](#) and [EpicVue® Clad-Wood](#) window collections.

- Minimalist frames
- Expansive glass
- Clean, contemporary style

Browse the [Simply Modern](#) Style Collection for more inspiration.



[EpicVue® Clad-Wood](#)



[DF™ Hybrid Vinyl](#)

CHAPTER

5

REPLACEMENT AND UPGRADE OPTIONS

Replacing outdated and inefficient windows to elevate the appearance and comfort of any home.



REPLACEMENTS AND UPGRADES

JELD-WEN can help with window repair and replacement needs, offering a variety of options for every style and budget. We can also support architecturally correct designs in custom windows to make matching existing windows a breeze.

In addition to offering windows for remodeling projects, we have products designed specifically for [replacement](#) projects, such as [pocket-frame double-hungs](#), [pocket-frame casements](#), and [double-hung sash packs](#).

If you prefer wood, [Siteline® wood and clad-wood windows](#) offer elegant design, thoughtful engineering, and lasting performance. They're available with [Auralast® pine](#), which resists termites, wood rot, and water damage.

Prefer vinyl? Check out [Premium™ Vinyl](#), with thermally-efficient frames and Low-E insulating glass, plus a wider frame and sash profile for an exceptional appearance.

View the full suite of JELD-WEN® products and get help with your project at jeld-wen.com.

FOR WINDOW INFORMATION AND
INSPIRATION, VISIT JELD-WEN.COM



JW

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11-08245 11/07



March 7, 2024

NOTICE TO ADJACENT PROPERTY OWNER

**SPENCER HISTORIC PRESERVATION COMMISSION (HPC)
NOTICE OF PUBLIC MEETING & EVIDENTIARY HEARING**

This Notice is to inform you that you own property within one-hundred and fifty (150) feet of a property which is the subject of a Certificate of Appropriateness (COA) application. The Spencer Historic Preservation Commission (HPC) has scheduled a public quasi-judicial evidentiary hearing for **Monday, March 18, 2024, at 7:00 P.M.** The meeting will be held at Spencer Town Hall located at 460 South Salisbury Avenue, Spencer NC 28159. The purpose of this meeting is for the Commission to consider a Certificate of Appropriateness (COA) application for a project, described below, which is in the Spencer Historic District:

CERTIFICATE OF APPROPRIATENESS (COA) APPLICATION:

**COA-23-015 – 506 South Salisbury Avenue – RBC Holdings of Rowan LLC (owner);
Beth Nance (applicant)
Rowan County Parcel ID: 032 130**

Proposed Project:

- Replace existing original wood windows on upper-level façade with new windows.

All interested persons are invited to participate in the public hearing at Town Hall. Applicants and other individuals who participate in the evidentiary hearings at this meeting will be required to sign-up and provide copies of all documents, exhibits, and any other materials they wish to present at the hearing, no later than 12:00 P.M. on Monday, March 18, 2024. If you have any questions about participating in this meeting, please contact Kyle Harris, Town Planner, at (704) 633-2231 ext. 20 or kharris@spencernc.gov as soon as possible. Additional information will also be posted on the Town's website (www.spencernc.gov).

To review Spencer's Historic District Standards and to find more information about the local historic district review and permitting process, please visit the Town's website at www.spencernc.gov/preservation or contact the Town Planner.