



HISTORIC DISTRICT COMMISSION APPLICATION FOR WORK APPROVAL

City of Detroit - Planning & Development Department
2 Woodward Avenue, Suite 808
Detroit, Michigan 48226

APPLICATION ID
HDC2026-00170

PROPERTY INFORMATION

ADDRESS(ES): 4291 Cortland
HISTORIC DISTRICT: Russell Woods-Sullivan

SCOPE OF WORK: (Check ALL that apply)

- | | | | | | |
|--|--|---------------------------------------|--|---|--------------------------------|
| <input checked="" type="checkbox"/> Windows/ Doors | <input type="checkbox"/> Walls/ Siding | <input type="checkbox"/> Painting | <input type="checkbox"/> Roof/Gutters/ Chimney | <input type="checkbox"/> Porch/Deck/Balcony | <input type="checkbox"/> Other |
| <input type="checkbox"/> Demolition | <input type="checkbox"/> Signage | <input type="checkbox"/> New Building | <input type="checkbox"/> Addition | <input type="checkbox"/> Site Improvements (landscape, trees, fences, patios, etc.) | |

BRIEF PROJECT DESCRIPTION:

We have previous approval to restore windows at 4291 Cortland. The windows on the main façade have been successfully restored. Multiple windows on secondary facades have damage that were beyond what contractors initially anticipated. We are submitting a new request to fully replace selective windows per the attached key.

Please also note that we have made a good faith effort and have been unsuccessful in restoration. 2 contractors have been hired, yet their contracts were terminated (timeline below) and we have solicited others, without success. Repair and reconstruction options have become impractical due to the extent of deterioration and associated cost and schedule impacts.

APPLICANT IDENTIFICATION

TYPE OF APPLICANT: Architect/Engineer/Consultant			
NAME: Chelsea Sturza		COMPANY NAME: Refined Design Solutions	
ADDRESS: 27733 John R Rd Unit #248		CITY: Madison Heights	STATE: MI ZIP: 48071
PHONE: +1 (248) 860-3592		EMAIL: Chelsea@refineddesignsolutions.com	

I AGREE TO AND AFFIRM THE FOLLOWING:

<input checked="" type="checkbox"/>	I understand that the failure to upload all required documentation may result in extended review times for my project and/or a denied application.
<input checked="" type="checkbox"/>	I understand that the review of this application by the Historic District Commission does not waive my responsibility to comply with any other applicable ordinances including obtaining appropriate permits (building, sign, etc.) or other department approvals prior to beginning the work.
<input checked="" type="checkbox"/>	I hereby certify that the information on this application is true and correct. I certify that the proposed work is authorized by the owner of record and I have been authorized to make this application as the property owner(s) authorized agent.
<input checked="" type="checkbox"/>	As required by the state Local Historic Districts Act, Act 169 of 1970 (MCL399.205), I hereby certify that the property where work will be undertaken has, or will have before the proposed project completion date, a fire alarm system or a smoke alarm complying with the requirements of the Stille-DeRossett-Hale single state construction code act, 1972 PA 230, MCL 125.1501 to 125.1531

Signed by:
Chelsea Sturza
7C3637A696C340E

04/22/2026

SIGNATURE _____ DATE _____



NOTE: Based on the scope of work, additional documentation may be required. See www.detroitmi.gov/hdc for scope-specific requirements.

PROJECT DETAILS – TELL US ABOUT YOUR PROJECT

Instructions: Add project details using the text box in each section. If your details exceed the space provided, attach the details via the attachment icon for that section.

ePLANS PERMIT NUMBER: (only applicable if you've already applied for permits through ePLANS)	n/a
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GENERAL

1. DESCRIPTION OF EXISTING CONDITION <i>Please tell us about the current appearance and conditions of the areas you want to change. You may use a few sentences or attach a separate prepared document on the right. (For example, "existing roof on my garage is covered in gray asphalt shingles in poor condition.")</i>	
see attached	
2. PHOTOGRAPHS <i>Help us understand your project. Please attach photographs of all areas where work is proposed.</i>	
3. DESCRIPTION OF PROJECT <i>In this box, tell us about what you want to do at the areas described above in box #1. (For example, Install new asphalt shingle roofing at garage.)</i>	
<p>4291 Cortland is undergoing a full rehab by the Detroit Land Bank Authority's Rehab & Ready Program. Over \$300,000 has been invested to date on this home of the approximately \$1.9 million that has been invested between Cortland Street (Russel Woods) and Richton Street (Nardin Park). Previous COA's have been submitted for the stated rehab, but we are now requesting approvals to replace the remaining windows that have been left unrestored. This request applies only to windows on secondary elevations that have not yet been restored. Based on contractor assessments, the extent of deterioration includes structural failure of window components, making traditional restoration methods infeasible.</p>	
4. DETAILED SCOPE OF WORK <i>In this box, please describe all steps necessary to complete the work described in box #3. (For example, "remove existing shingles, replace wood deck as necessary, replace wood eaves, install roof vents, replace rotted fascia boards, paint, clean worksite.")</i>	
<p>We are proposing the Jeld-Wen clad wood windows, which has been previously approved for this property in past applications (e.g. the rear door on the second floor was replaced with a new double-hung window). All windows shall be a 1/1 double hung to match the original size, operation, and visual appearance of the historic windows.</p>	
5. BROCHURES/CUT SHEETS <i>Please provide information on the products or materials you are proposing to install. For example, a brochure on the brand and color of the shingles proposed.</i>	

ADDITIONAL DETAILS

6. WINDOWS/DOORS

Detailed photographs of window(s) and/or door(s) proposed for replacement showing the condition of the interior and exterior of the window(s) and/or door(s)



4291 Cortland Window Schedule



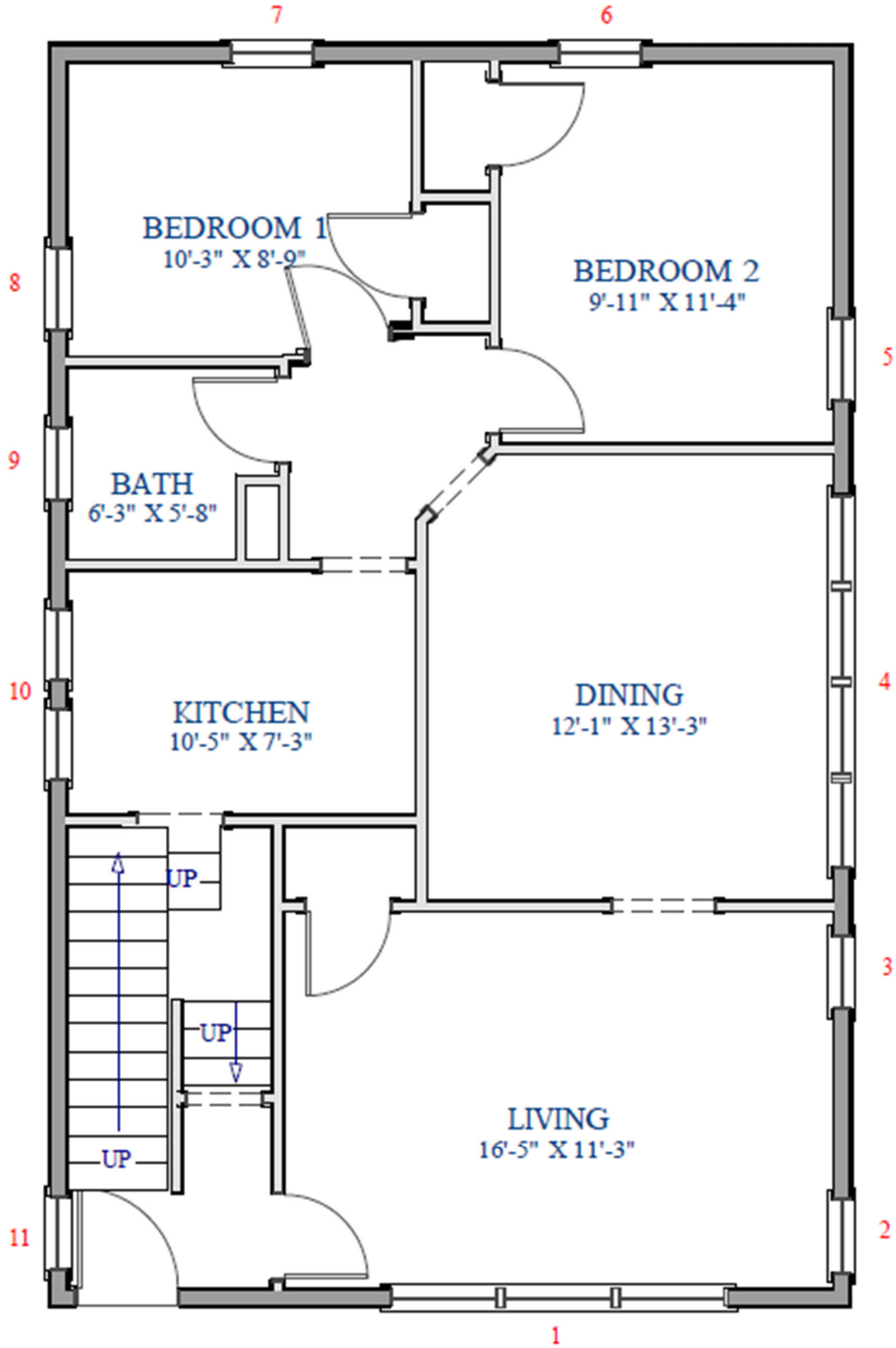
2021 – Front Façade before restoration



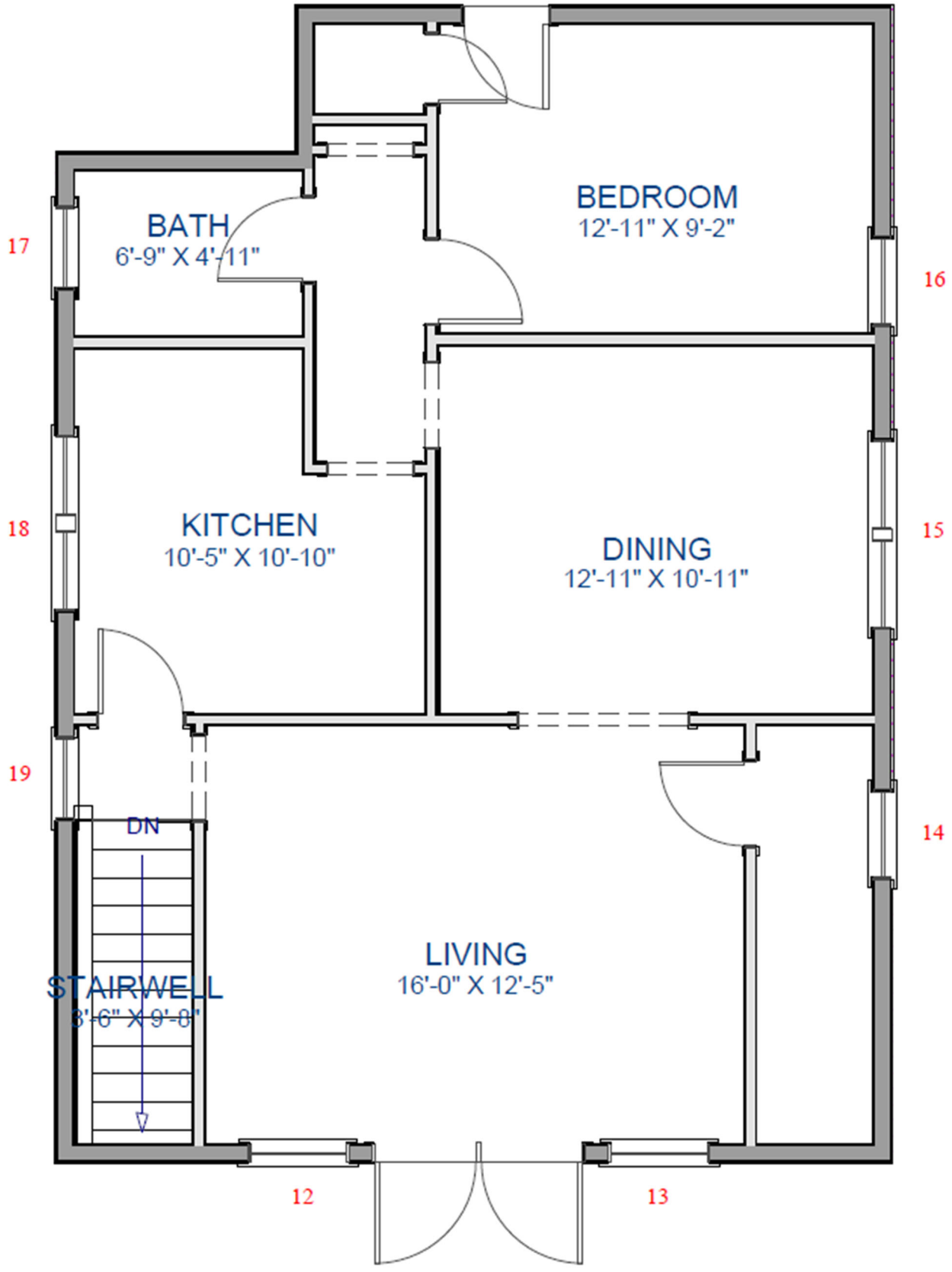
2026 – Window and Door restoration complete on front facade

WINDOW SCHEDULE 2022 vs 2026

Key #	2026 Replacement Request	Original 2022 Restoration Status
1	n/a	Restoration Complete
2	n/a	Restoration Complete
3	n/a	Restoration Complete
4	<u>Double Hung (4)</u>	Incomplete
5	<u>Double Hung</u>	incomplete
6	<u>Double Hung</u>	Incomplete
7	<u>Double Hung</u>	incomplete
8	<u>Double Hung</u>	Incomplete
9	<u>Double Hung</u>	incomplete
10	<u>Double Hung</u>	incomplete
11	n/a	Restoration Complete
12	n/a	Restoration Complete
13	n/a	Restoration Complete
14	n/a	Restoration Complete
15	<u>Double Hung (2)</u>	incomplete
16	<u>Double Hung</u>	incomplete
17	<u>Double Hung</u>	incomplete
18	<u>Double Hung (2)</u>	incomplete
19	Previous Jeld-Wen Sitrine Replacement to remain	n/a
20	Previous Jeld-Wen Sitrine Replacement to remain in second floor, rear door location	n/a



4291 cortland layout 1st floor



4291 cortland layout 2nd floor

Window 4

2022 Condition:

Double Hung 1/1
4 Windows - 2'2" x 4'9" ea.
Repair - Assess for wood rot and replace rotted pieces in-kind, reglaze, repaint, hang weights as needed



2026 Condition:



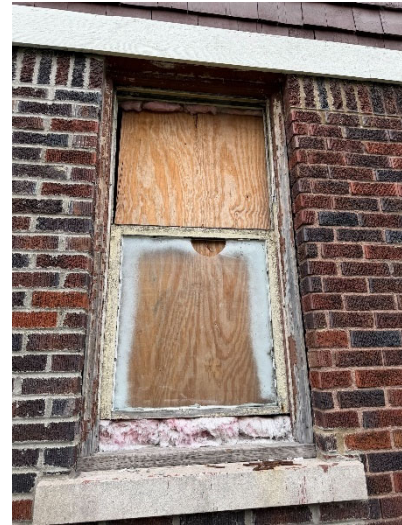
Window 5

2022 Condition:

Double Hung 1/1
2' 3"x 4'9"
Repair - Assess for wood rot and replace rotted pieces in-kind, reglaze, repaint, hang weights as needed, replace weights as needed based on damage to surrounding wall



2026 Condition:



Window 6

2022 Condition:

Double Hung 1/1
2'3" x 4'9" ea.

Repair - Assess for wood rot and replace rotted pieces in-kind, reglaze, repaint, replace glass as needed, hang weights as needed, replace weights as needed based on damage to surrounding wall



2026 Condition:

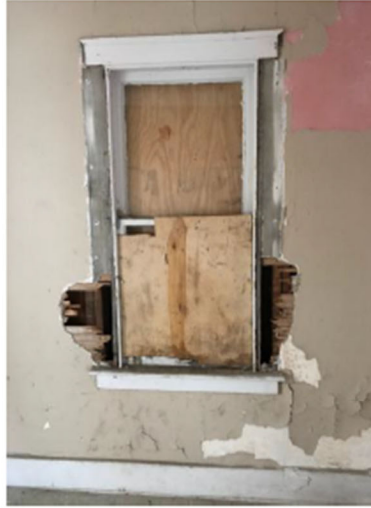


Window 7

2022 Condition:

Double Hung 1/1
2'3" x 4'9"

Repair - Assess for wood rot and replace rotted pieces in-kind, reglaze, repaint, replace glass as needed, hang weights as needed, replace weights as needed based on damage to surrounding wall



2026 Condition:



Window 8

2022 Condition:

Double Hung 1/1
2'3" x 4'9"

Repair - Assess for wood rot and replace rotted pieces in-kind, reglaze, repaint, replace glass as needed, hang weights as needed, replace weights as needed based on damage to surrounding wall



2026 Condition:



Window 9

2022 Condition:

Double Hung 1/1

1'11" x 3'10"

Repair - Assess for wood rot and replace rotted pieces in-kind, reglaze, repaint, replace glass as needed, hang weights as needed



2026 Condition:



Window 10

2022 Condition:

10. Double Hung 1/1

2 Windows- 1'11" x 3'1" ea.

Repair - Assess for wood rot and replace rotted pieces in-kind, reglaze, repaint, replace glass as needed, hang weights as needed



2026 Condition:



Window 15

2022 Condition:

Double Hung 1/1

2 Windows - 2'4" x 4'6" ea.
Repair - Assess for wood rot and replace rotted pieces in-kind, reglaze, repaint, replace glass as needed, hang weights as needed, replace weights as needed based on damage to surrounding wall



2026 Condition:



Window 16

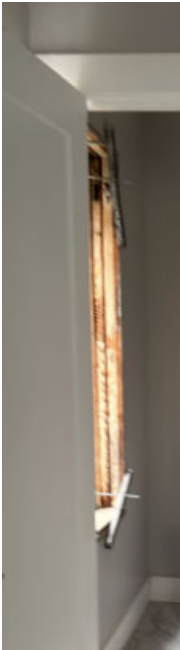
2022 Condition:

Double Hung 1/1
2'4"x 4'6"

Repair - Assess for wood rot and replace rotted pieces in-kind, reglaze, repaint, replace glass as needed, hang weights as needed, replace weights as needed based on damage to surrounding wall



2026 Condition:

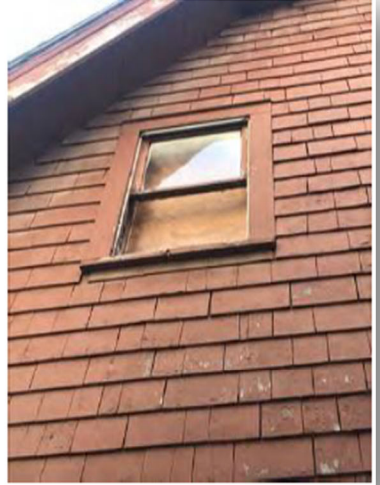


Window 17

2022 Condition:

Double Hung 1/1
2'x 3'10"

Repair - Assess for wood rot and replace rotted pieces in-kind, replace missing wood sash pieces in-kind, reglaze, repaint, replace glass as needed, hang weights as needed,



2026 Condition:



Window 18

2022 Condition:

Double Hung 1/1
2 Windows 2'4" x 3'1" ea.
Repair - Assess for wood rot and replace rotted pieces in-kind, reglaze, repaint, replace glass as needed, hang weights as needed, replace weights as needed based on damage to surrounding wall, rebuild lower sash on left window



2026 Condition:



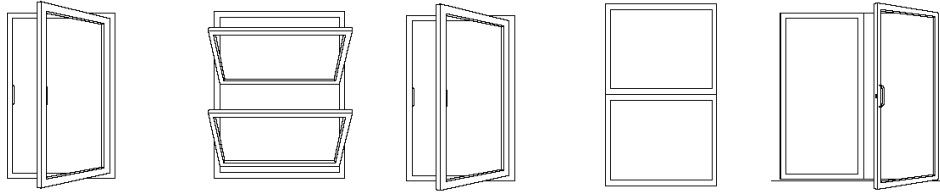
JELD-WEN.

SITELINE®

WOOD AND CLAD-WOOD

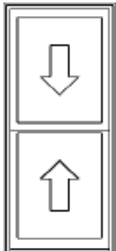
WINDOWS AND PATIO DOORS





	Push-out Casement	Double-Hung Pocket	Casement Pocket	Sash Pack	Swinging Patio Doors
Hardware	Push-out handle	Sash lock with integrated tilt latches	Nesting handle	Sash lock with integrated tilt latches	Harleston™, Whitby™, Belmar™
Hardware Finishes	9 Finishes	9 Finishes	9 Finishes	9 Finishes	10 Finishes
Glass Options	50+ Choices	50+ Choices	50+ Choices	50+ Choices	50+ Choices
Sizes: Min Max	18" x 18" 36" x 72"	21 3/8" x 31 7/32" 45 3/8" x 92"	18" x 18" 36" x 72"	20" x 30" 40" x 90"	23 5/8" x 79 1/2" 43" x 98 1/2" (Panel Size)
Grilles	GBG: 5/8" Flat, 23/32" Contoured, 1" Contoured Bead: 7/8", 1 1/8", 1 3/8", 2 5/16" Putty: 5/8", 7/8", 1 1/8", 1 3/8", 2 5/16" Contemporary: 5/8", 7/8", 1 1/8", 1 3/8", 2 5/16" Combination SDL available: mix and match designs	GBG: 5/8" Flat, 23/32" Contoured, 1" Contoured Bead: 7/8", 1 1/8", 1 3/8", 2 5/16" Putty: 5/8", 7/8", 1 1/8", 1 3/8", 2 5/16" Contemporary: 5/8", 7/8", 1 1/8", 1 3/8", 2 5/16" Combination SDL available: mix and match designs	GBG: 5/8" Flat, 23/32" Contoured, 1" Contoured Bead: 7/8", 1 1/8", 1 3/8", 2 5/16" Putty: 5/8", 7/8", 1 1/8", 1 3/8", 2 5/16" Contemporary: 5/8", 7/8", 1 1/8", 1 3/8", 2 5/16" Combination SDL available: mix and match designs	GBG: 5/8" Flat, 23/32" Contoured, 1" Contoured Bead: 7/8", 1 1/8", 1 3/8", 2 5/16" Putty: 5/8", 7/8", 1 1/8", 1 3/8", 2 5/16" Contemporary: 5/8", 7/8", 1 1/8", 1 3/8", 2 5/16" Combination SDL available: mix and match designs	GBG: 5/8" Flat, 23/32" Contoured, 1" Contoured Bead: 7/8", 1 1/8", 1 3/8", 2 5/16" Putty: 5/8", 7/8", 1 1/8", 1 3/8", 2 5/16" Contemporary: 5/8", 7/8", 1 1/8", 1 3/8", 2 5/16" Combination SDL available: mix and match designs
Performance Rating	36" x 72" - PG50	45" x 78" - PG50	36" x 72" - PG35	N/A	Inswing: PG35, PG50 Limited Water Outswing: PG50 WZ3 available
Configurations	Special Mulls, Transoms, Bays & Bows, Multiples	N/A	N/A	N/A	X, OX, XO, OXOX Sidelites & Transoms available
Spacer Color	Black (Standard), Gray & Silver	Black (Standard), Gray & Silver	Black (Standard), Gray & Silver	Black (Standard), Gray & Silver	Black (Standard), Gray & Silver
Blink® Blinds	N/A	N/A	N/A	N/A	N/A

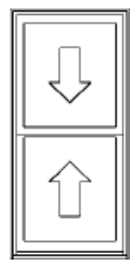
Line 1 LOC 4
Rough Opening : 26 1/4 X 58 1/4



Frame Size : 25 1/2 X 57 1/2
Sitrine Clad Double Hung, Auralast Pine,
Brilliant White Exterior,
Natural Interior,
No Drip Cap/No Nail Fin,
4 9/16 Jamb,
Standard Double Hung, Tan Jambliner, Concealed Jambliner
White Hardware, Recessed Sash Lock, No Finger Lifts,
US National-WDMA/ASTM, PG 35,
Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon
Filled, Traditional Glz Bd,
BetterVue Mesh Brilliant White Screen,
3 1/2" Bottom Rail
Custom-Width, *Custom-Height*, IGThick=0.726(1/8 / 1/8),(To Calculate
True Window or Patio Door Depth Add 1-1/4" To Specified Jamb Width).
Clear Opening:21.7w, 24.5h, 3.7 sf,*Does not meet typical state code egress
requirements but local codes may vary*, .
U-Factor: 0.30, SHGC: 0.20, VLT: 0.45, Energy Rating: 13.00, CPD: JEL-N-
880-07056-00004
PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW

Viewed from Exterior. Scale: 1/2" =1'

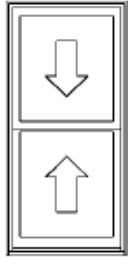
Line 2 LOC 5
Rough Opening : 28 1/4 X 58 1/4



Frame Size : 27 1/2 X 57 1/2
Sitrine Clad Double Hung, Auralast Pine,
Brilliant White Exterior,
Natural Interior,
No Drip Cap/No Nail Fin,
4 9/16 Jamb,
Standard Double Hung, Tan Jambliner, Concealed Jambliner
White Hardware, Recessed Sash Lock, No Finger Lifts,
US National-WDMA/ASTM, PG 35,
Insulated SunResist Tempered Glass, Protective Film, Black Spacer, Argon
Filled, Traditional Glz Bd,
BetterVue Mesh Brilliant White Screen,
3 1/2" Bottom Rail
Custom-Width, *Custom-Height*, IGThick=0.726(1/8 / 1/8),(To Calculate
True Window or Patio Door Depth Add 1-1/4" To Specified Jamb Width).
Clear Opening:23.7w, 24.5h, 4 sf,*Does not meet typical state code egress
requirements but local codes may vary*, .
U-Factor: 0.30, SHGC: 0.20, VLT: 0.45, Energy Rating: 13.00, CPD: JEL-N-
880-07056-00001
PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW

Viewed from Exterior. Scale: 1/2" =1'

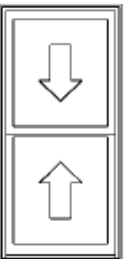
Line 3 LOC 6
 Rough Opening : 28 1/4 X 58 1/4



Viewed from Exterior. Scale: 1/2" = 1'

Frame Size : 27 1/2 X 57 1/2
 Sitrine Clad Double Hung, Auralast Pine,
 Brilliant White Exterior,
 Natural Interior,
 No Drip Cap/No Nail Fin,
 4 9/16 Jamb,
 Standard Double Hung, Tan Jambliner, Concealed Jambliner
 White Hardware, Recessed Sash Lock, No Finger Lifts,
 US National-WDMA/ASTM, PG 35,
 Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon
 Filled, Traditional Glz Bd,
 BetterVue Mesh Brilliant White Screen,
 3 1/2" Bottom Rail
 Custom-Width, *Custom-Height*, IGThick=0.726(1/8 / 1/8),(To Calculate
 True Window or Patio Door Depth Add 1-1/4" To Specified Jamb Width).
 Clear Opening:23.7w, 24.5h, 4 sf,*Does not meet typical state code egress
 requirements but local codes may vary*,
 U-Factor: 0.30, SHGC: 0.20, VLT: 0.45, Energy Rating: 13.00, CPD: JEL-N-
 880-07056-00004
 PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW

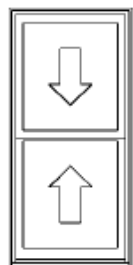
Line 4 LOC 7
 Rough Opening : 28 1/4 X 58 1/4



Viewed from Exterior. Scale: 1/2" = 1'

Frame Size : 27 1/2 X 57 1/2
 Sitrine Clad Double Hung, Auralast Pine,
 Brilliant White Exterior,
 Natural Interior,
 No Drip Cap/No Nail Fin,
 4 9/16 Jamb,
 Standard Double Hung, Tan Jambliner, Concealed Jambliner
 White Hardware, Recessed Sash Lock, No Finger Lifts,
 US National-WDMA/ASTM, PG 35,
 Insulated SunResist Obscure Tempered Glass, Protective Film, Black Spacer,
 Argon Filled, Traditional Glz Bd,
 BetterVue Mesh Brilliant White Screen,
 3 1/2" Bottom Rail
 Custom-Width, *Custom-Height*, IGThick=0.726(1/8 / 1/8),(To Calculate
 True Window or Patio Door Depth Add 1-1/4" To Specified Jamb Width).
 Clear Opening:23.7w, 24.5h, 4 sf,*Does not meet typical state code egress
 requirements but local codes may vary*,
 U-Factor: 0.30, SHGC: 0.20, VLT: 0.45, Energy Rating: 13.00, CPD: JEL-N-
 880-07056-00001
 PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW

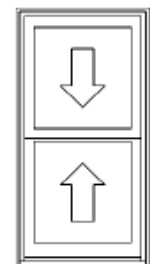
Line 5 LOC 8
 Rough Opening : 28 1/4 X 58 1/4



Viewed from Exterior. Scale: 1/2" =1'

Frame Size : 27 1/2 X 57 1/2
 Sitrine Clad Double Hung, Auralast Pine,
 Brilliant White Exterior,
 Natural Interior,
 No Drip Cap/No Nail Fin,
 4 9/16 Jamb,
 Standard Double Hung, Tan Jambliner, Concealed Jambliner
 White Hardware, Recessed Sash Lock, No Finger Lifts,
 US National-WDMA/ASTM, PG 35,
 Insulated SunResist Obscure Annealed Glass, Protective Film, Black Spacer,
 Argon Filled, Traditional Glz Bd,
 BetterVue Mesh Brilliant White Screen,
 3 1/2" Bottom Rail
 Custom-Width, *Custom-Height*, IGThick=0.726(1/8 / 1/8),(To Calculate True Window or Patio Door Depth Add 1-1/4" To Specified Jamb Width).
 Clear Opening:23.7w, 24.5h, 4 sf,*Does not meet typical state code egress requirements but local codes may vary*, .
 U-Factor: 0.30, SHGC: 0.20, VLT: 0.45, Energy Rating: 13.00, CPD: JEL-N-880-07056-00001
 PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW

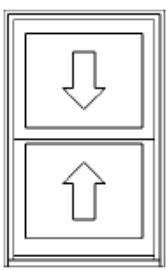
Line 6 LOC 9
 Rough Opening : 24 1/4 X 46 1/4



Viewed from Exterior. Scale: 1/2" =1'

Frame Size : 23 1/2 X 45 1/2
 Sitrine Clad Double Hung, Auralast Pine,
 Brilliant White Exterior,
 Natural Interior,
 No Drip Cap/No Nail Fin,
 4 9/16 Jamb,
 Standard Double Hung, Tan Jambliner, Concealed Jambliner
 White Hardware, Recessed Sash Lock, No Finger Lifts,
 US National-WDMA/ASTM, PG 35,
 Insulated SunResist Tempered Glass, Protective Film, Black Spacer, Argon Filled, Traditional Glz Bd,
 BetterVue Mesh Brilliant White Screen,
 3 1/2" Bottom Rail
 Custom-Width, *Custom-Height*, IGThick=0.726(1/8 / 1/8),(To Calculate True Window or Patio Door Depth Add 1-1/4" To Specified Jamb Width).
 Clear Opening:19.7w, 18.5h, 2.5 sf,*Does not meet typical state code egress requirements but local codes may vary*, .
 U-Factor: 0.30, SHGC: 0.20, VLT: 0.45, Energy Rating: 13.00, CPD: JEL-N-880-07056-00001
 PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW

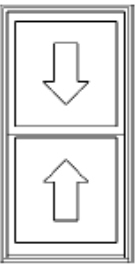
Line 7 LOC 10
 Rough Opening : 24 1/4 X 38 1/4



Viewed from Exterior. Scale: 1/2" = 1'

Frame Size : 23 1/2 X 37 1/2
 Sitrine Clad Double Hung, Auralast Pine,
 Brilliant White Exterior,
 Natural Interior,
 No Drip Cap/No Nail Fin,
 4 9/16 Jamb,
 Standard Double Hung, Tan Jambliner, Concealed Jambliner
 White Hardware, Recessed Sash Lock, No Finger Lifts,
 US National-WDMA/ASTM, PG 35,
 Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon
 Filled, Traditional Glz Bd,
 BetterVue Mesh Brilliant White Screen,
 3 1/2" Bottom Rail
 Custom-Width, *Custom-Height*, IGThick=0.726(1/8 / 1/8),(To Calculate
 True Window or Patio Door Depth Add 1-1/4" To Specified Jamb Width).
 Clear Opening:19.7w, 14.5h, 1.9 sf,*Does not meet typical state code egress
 requirements but local codes may vary*, .
 U-Factor: 0.30, SHGC: 0.20, VLT: 0.45, Energy Rating: 13.00, CPD: JEL-N-
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 PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW

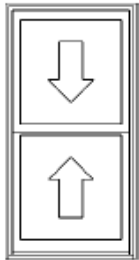
Line 8 LOC 15
 Rough Opening : 28 1/4 X 54 1/4



Viewed from Exterior. Scale: 1/2" = 1'

Frame Size : 27 1/2 X 53 1/2
 Sitrine Clad Double Hung, Auralast Pine,
 Brilliant White Exterior,
 Natural Interior,
 No Drip Cap/No Nail Fin,
 4 9/16 Jamb,
 Standard Double Hung, Tan Jambliner, Concealed Jambliner
 White Hardware, Recessed Sash Lock, No Finger Lifts,
 US National-WDMA/ASTM, PG 35,
 Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon
 Filled, Traditional Glz Bd,
 BetterVue Mesh Brilliant White Screen,
 3 1/2" Bottom Rail
 Custom-Width, *Custom-Height*, IGThick=0.726(1/8 / 1/8),(To Calculate
 True Window or Patio Door Depth Add 1-1/4" To Specified Jamb Width).
 Clear Opening:23.7w, 22.5h, 3.7 sf,*Does not meet typical state code egress
 requirements but local codes may vary*, .
 U-Factor: 0.30, SHGC: 0.20, VLT: 0.45, Energy Rating: 13.00, CPD: JEL-N-
 880-07056-00004
 PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW

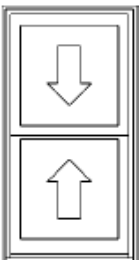
Line 9 LOC 16
 Rough Opening : 28 1/4 X 54 1/4



Viewed from Exterior. Scale: 1/2" = 1'

Frame Size : 27 1/2 X 53 1/2
 Sitrine Clad Double Hung, Auralast Pine,
 Brilliant White Exterior,
 Natural Interior,
 No Drip Cap/No Nail Fin,
 4 9/16 Jamb,
 Standard Double Hung, Tan Jambliner, Concealed Jambliner
 White Hardware, Recessed Sash Lock, No Finger Lifts,
 US National-WDMA/ASTM, PG 35,
 Insulated SunResist Obscure Annealed Glass, Protective Film, Black Spacer,
 Argon Filled, Traditional Glz Bd,
 BetterVue Mesh Brilliant White Screen,
 3 1/2" Bottom Rail
 Custom-Width, *Custom-Height*, IGThick=0.726(1/8 / 1/8),(To Calculate True Window or Patio Door Depth Add 1-1/4" To Specified Jamb Width).
 Clear Opening:23.7w, 22.5h, 3.7 sf,*Does not meet typical state code egress requirements but local codes may vary*, .
 U-Factor: 0.30, SHGC: 0.20, VLT: 0.45, Energy Rating: 13.00, CPD: JEL-N-880-07056-00001
 PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW

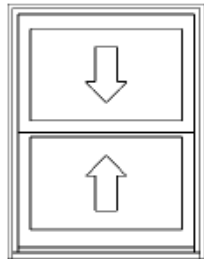
Line 10 LOC 17
 Rough Opening : 24 1/4 X 45 1/4



Viewed from Exterior. Scale: 1/2" = 1'

Frame Size : 23 1/2 X 44 1/2
 Sitrine Clad Double Hung, Auralast Pine,
 Brilliant White Exterior,
 Natural Interior,
 No Drip Cap/No Nail Fin,
 4 9/16 Jamb,
 Standard Double Hung, Tan Jambliner, Concealed Jambliner
 White Hardware, Recessed Sash Lock, No Finger Lifts,
 US National-WDMA/ASTM, PG 35,
 Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon Filled, Traditional Glz Bd,
 BetterVue Mesh Brilliant White Screen,
 3 1/2" Bottom Rail
 Custom-Width, *Custom-Height*, IGThick=0.726(1/8 / 1/8),(To Calculate True Window or Patio Door Depth Add 1-1/4" To Specified Jamb Width).
 Clear Opening:19.7w, 18h, 2.4 sf,*Does not meet typical state code egress requirements but local codes may vary*, .
 U-Factor: 0.30, SHGC: 0.20, VLT: 0.45, Energy Rating: 13.00, CPD: JEL-N-880-07056-00004
 PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW

Line 11 LOC 18
Rough Opening : 28 1/4 X 36 1/4



Viewed from Exterior. Scale: 1/2" =1'

Frame Size : 27 1/2 X 35 1/2
Siteline Clad Double Hung, Auralast Pine,
Brilliant White Exterior,
Natural Interior,
No Drip Cap/No Nail Fin,
4 9/16 Jamb,
Standard Double Hung, Tan Jambliner, Concealed Jambliner
White Hardware, Recessed Sash Lock, No Finger Lifts,
US National-WDMA/ASTM, PG 35,
Insulated SunResist Annealed Glass, Protective Film, Black Spacer, Argon
Filled, Traditional Glz Bd,
BetterVue Mesh Brilliant White Screen,
3 1/2" Bottom Rail
Custom-Width, *Custom-Height*, IGThick=0.726(1/8 / 1/8),(To Calculate
True Window or Patio Door Depth Add 1-1/4" To Specified Jamb Width).
Clear Opening:23.7w, 13.5h, 2.2 sf,*Does not meet typical state code egress
requirements but local codes may vary*, .
U-Factor: 0.30, SHGC: 0.20, VLT: 0.45, Energy Rating: 13.00, CPD: JEL-N-
880-07056-00001
PEV 2025.4.0.5399/PDV 8.143 (12/04/25)CW



W-5500™
Clad-Wood Windows
Double-Hung

Architectural Design Manual

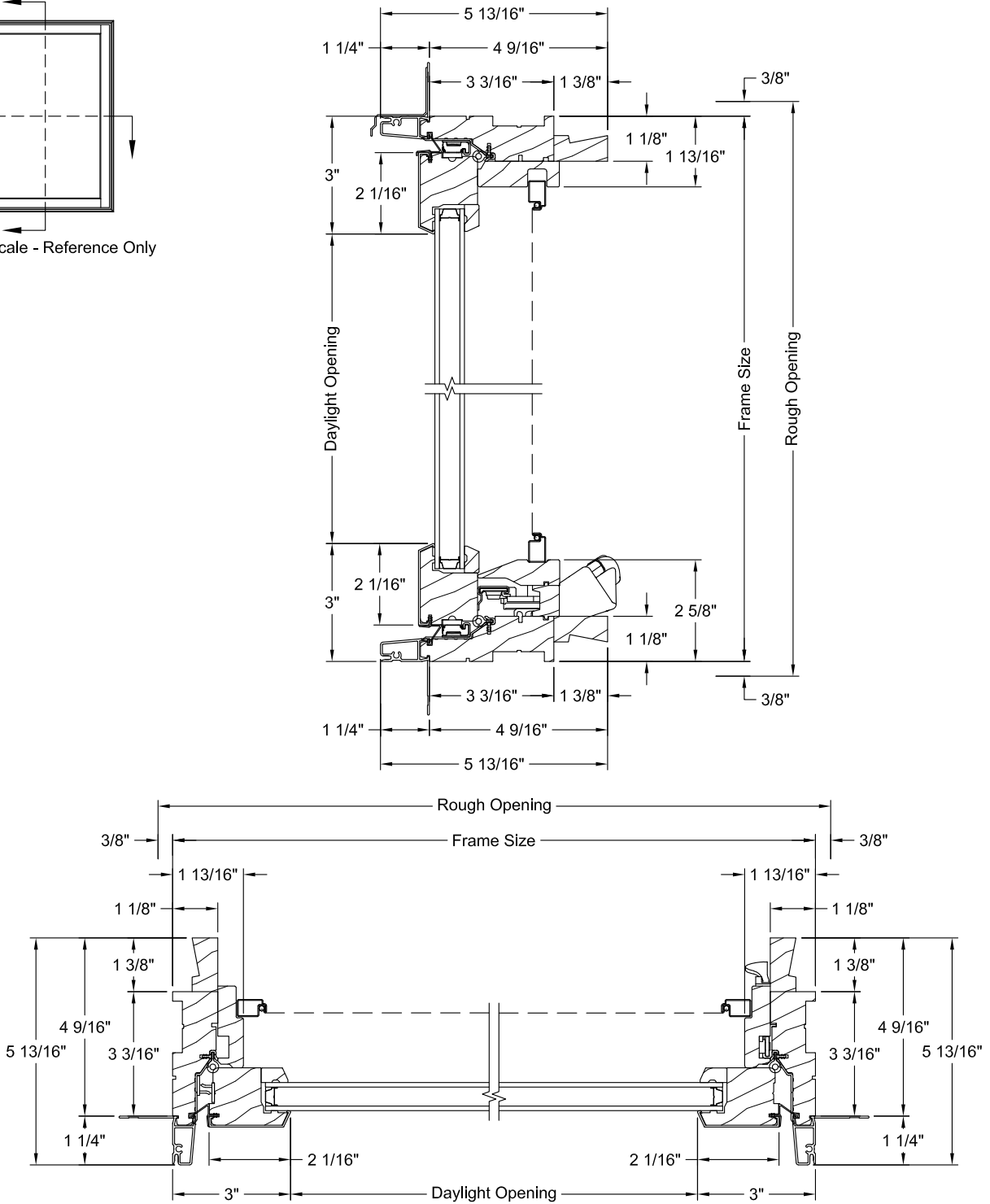
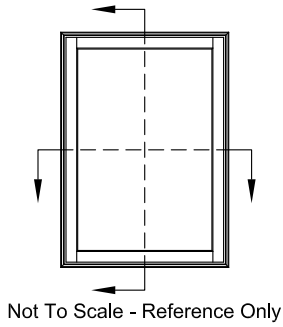


W-5500™
Clad-Wood Windows
Casement

Architectural Design Manual



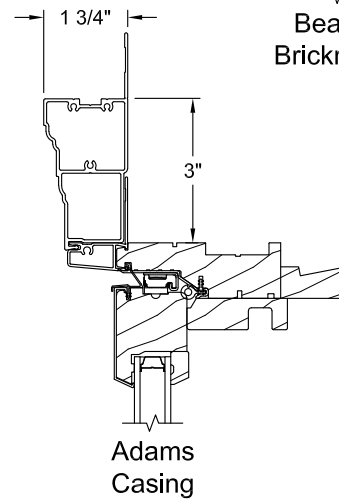
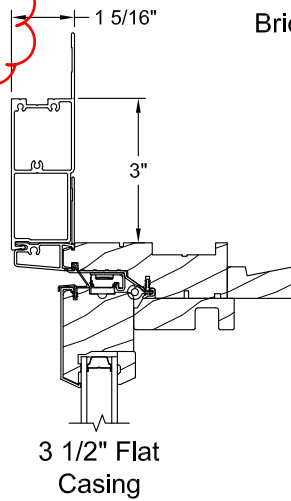
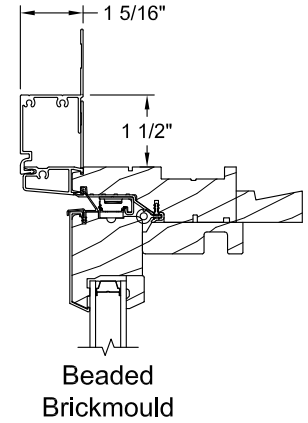
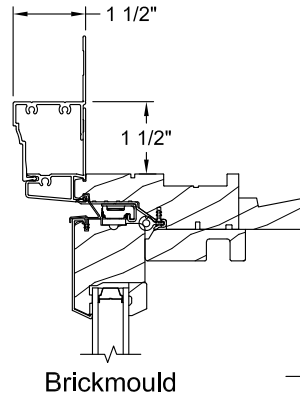
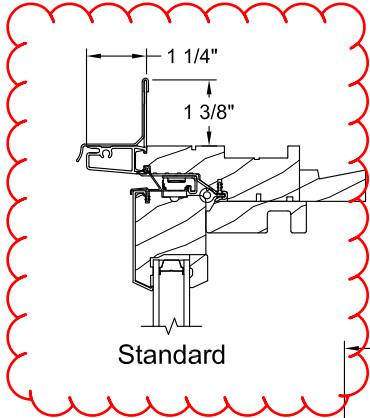
OPERATOR SECTIONS



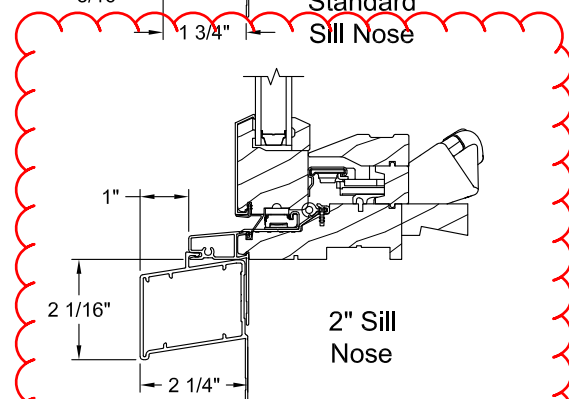
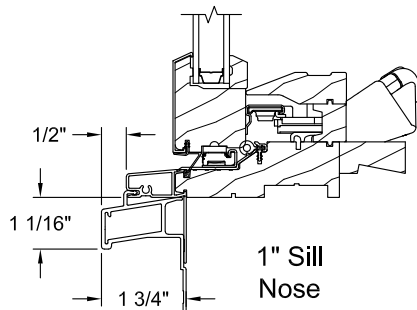
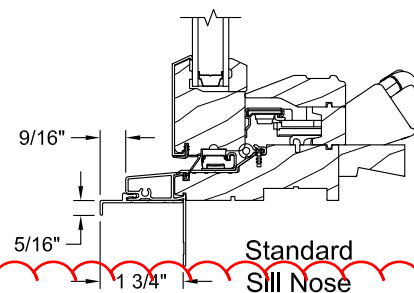
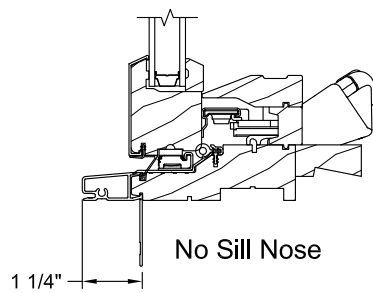


TRIM & SILL NOSE OPTIONS

Trim Options



Sill Nose Options

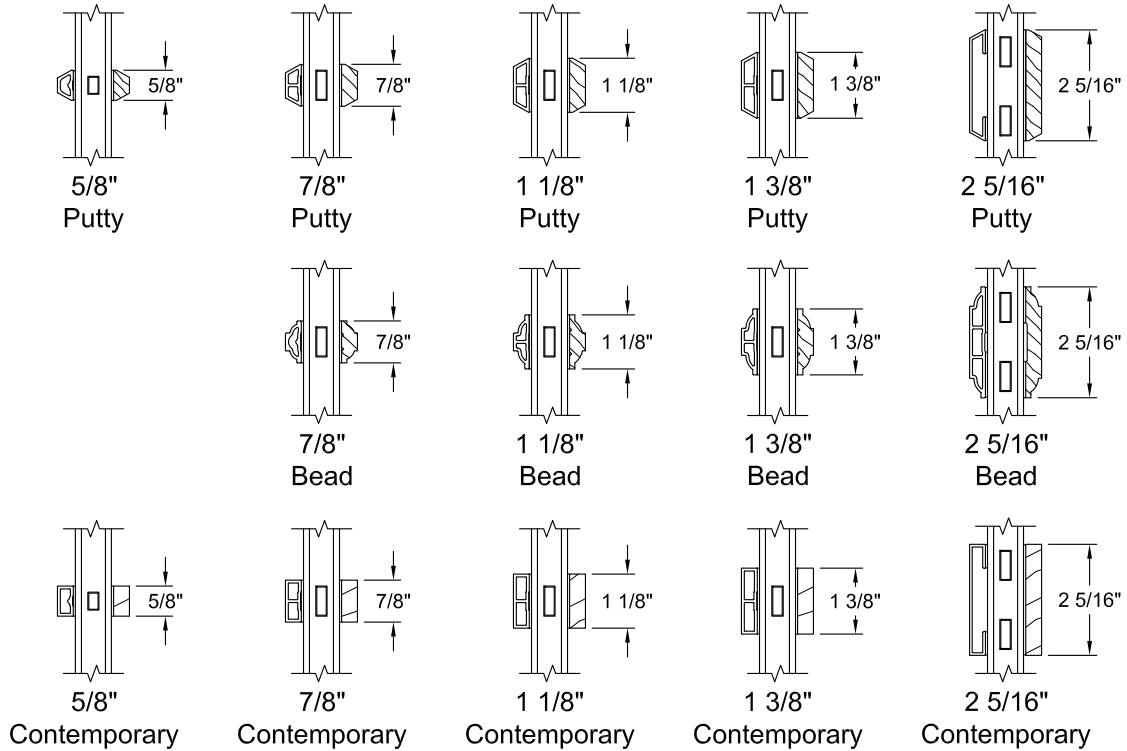




GRID & GLASS STOP OPTIONS

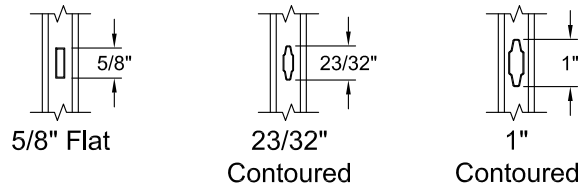
Exterior ← → Interior

SDL Options

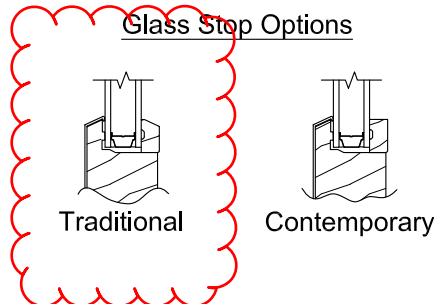


Note: Various Combinations of the SDL Bars Shown are Available

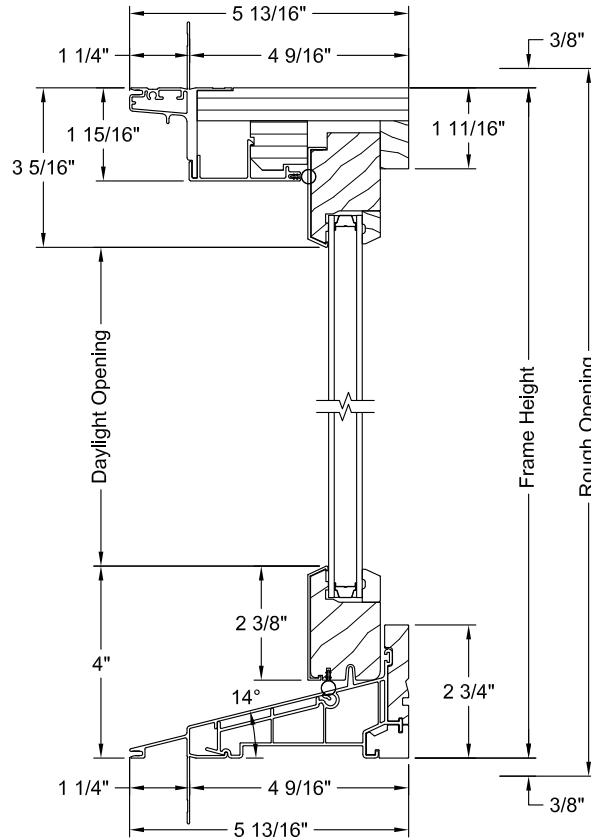
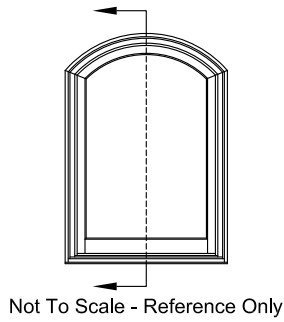
GBG Options



Glass Stop Options



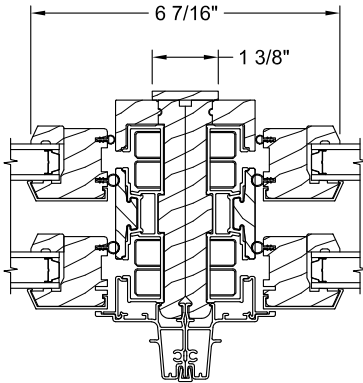
FIXED RADIUS-TOP & SEGMENT HEAD - VERTICAL SECTION



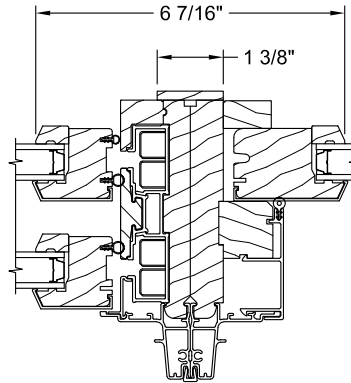
Fixed Radius-Top & Fixed Segment Head have the same cross-section.



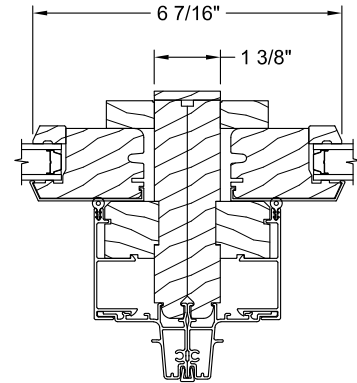
MULLION OPTIONS



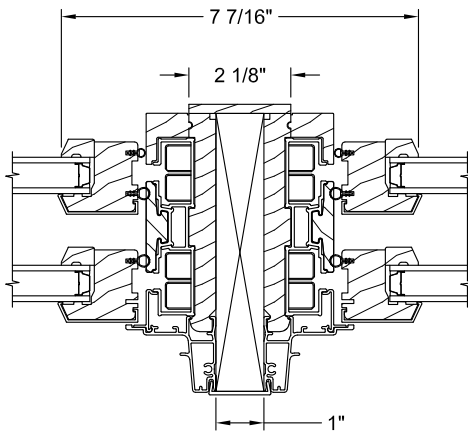
Operator | Operator



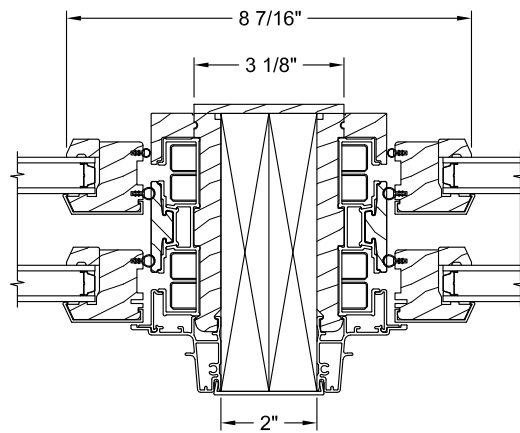
Operator | Fixed



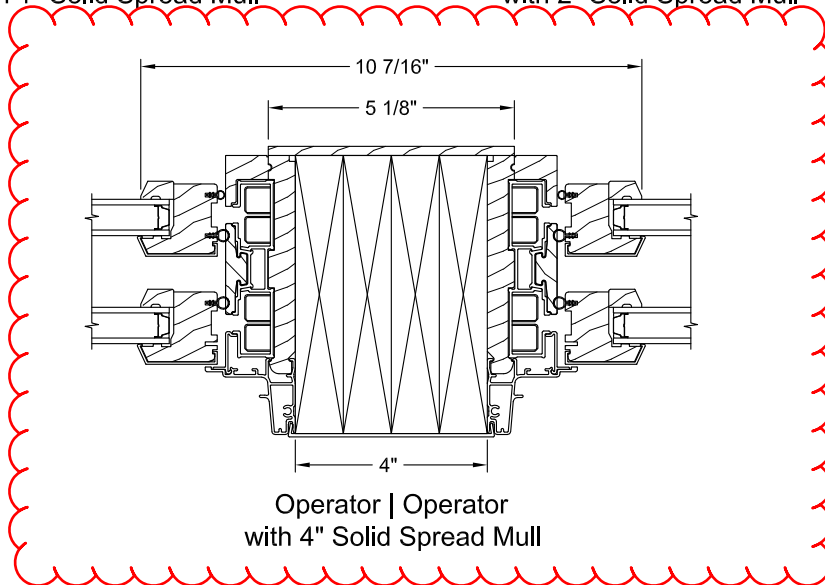
Fixed | Fixed



Operator | Operator
with 1" Solid Spread Mull



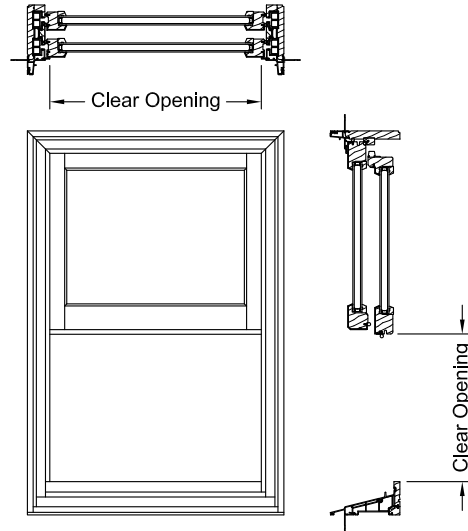
Operator | Operator
with 2" Solid Spread Mull



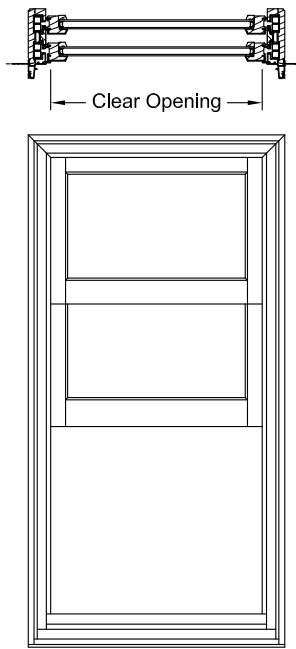
Operator | Operator
with 4" Solid Spread Mull



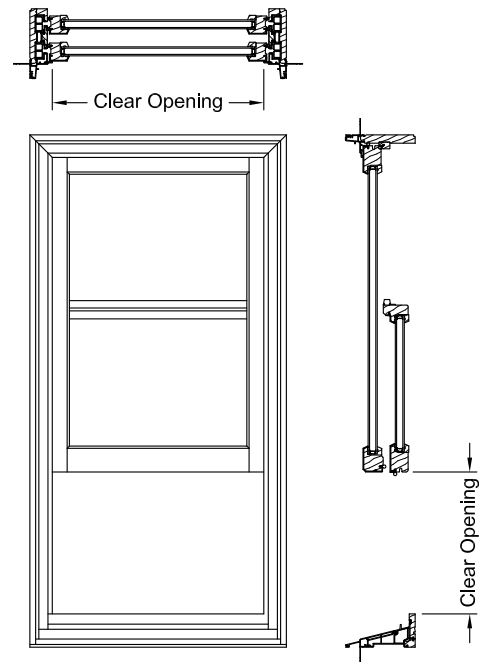
CLEAR OPENING LAYOUT



Double-Hung (Even Divide)
 Width = Frame Width - 3 3/4"
 Height = (Frame Height / 2) - 3 5/8"



Cottage Double-Hung
 Width = Frame Width - 3 3/4"
 Height = (Frame Height / 2) - 8 5/32"

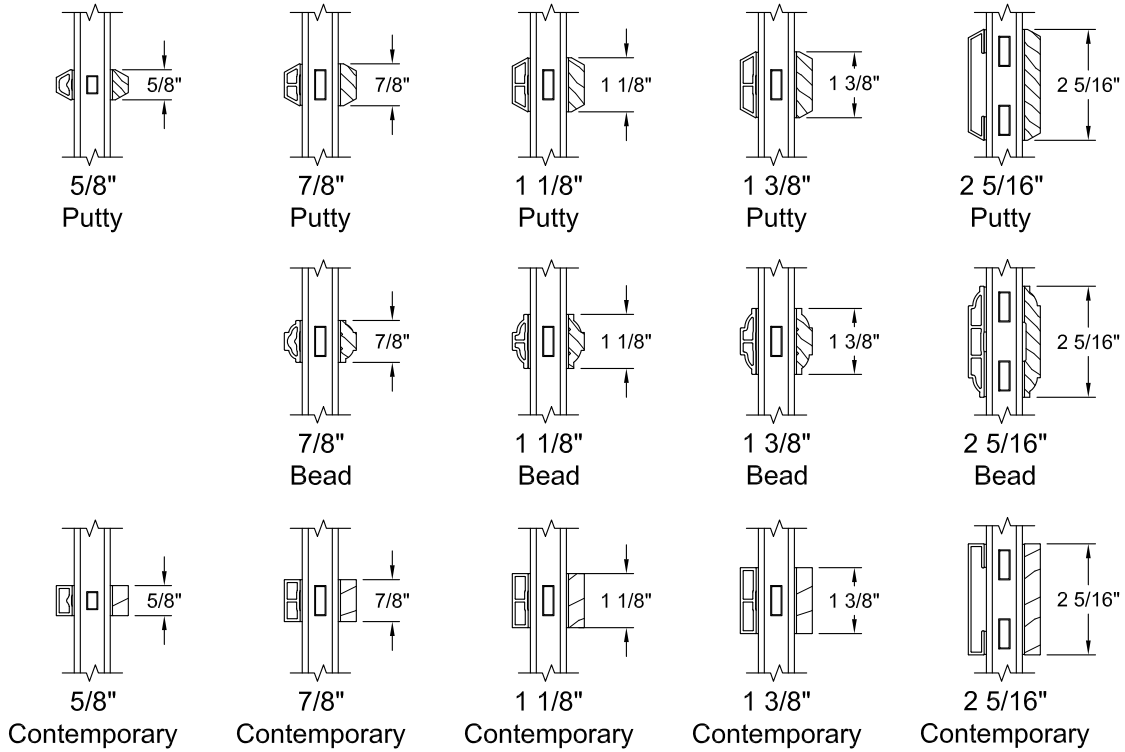


Reverse Cottage Double-Hung
 Width = Frame Width - 3 3/4"
 Height = (Frame Height / 2) - 7 29/32"

GRID, BOTTOM RAIL & GLASS STOP OPTIONS

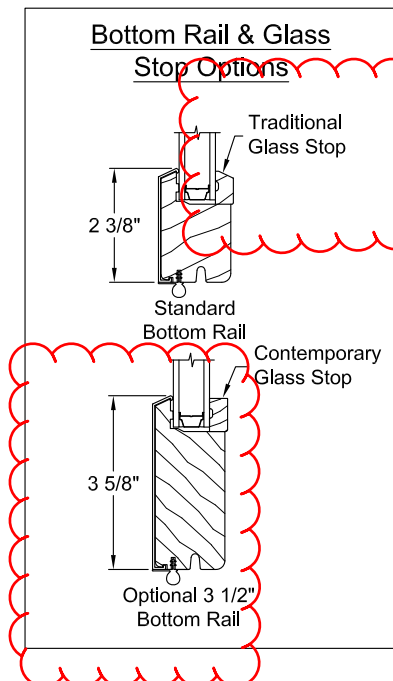
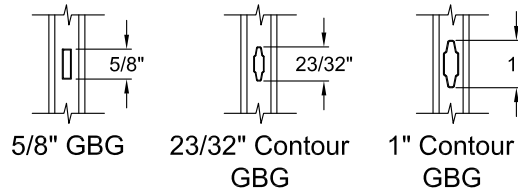
Exterior ← → Interior

SDL Options

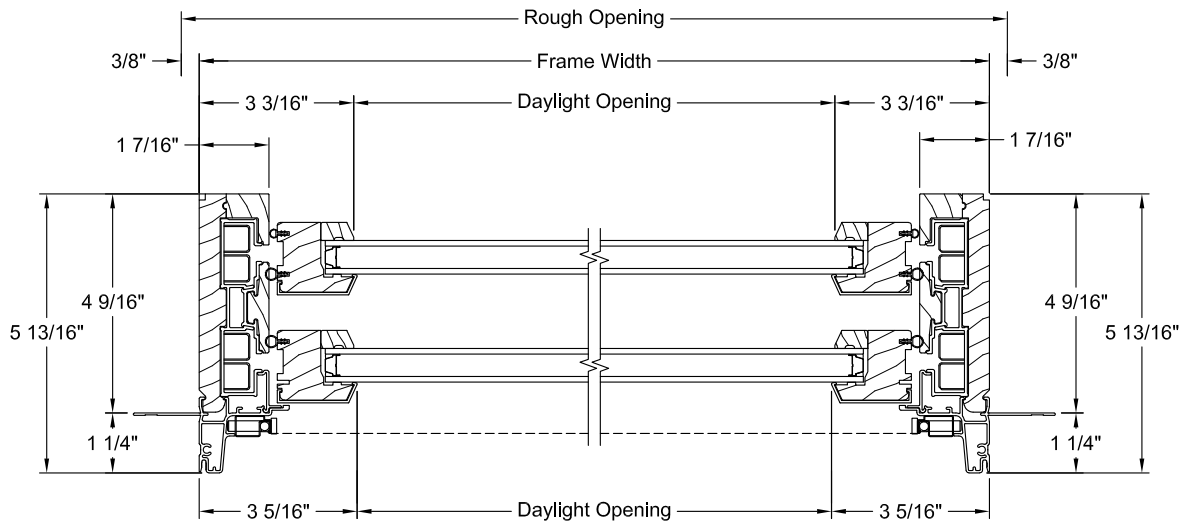
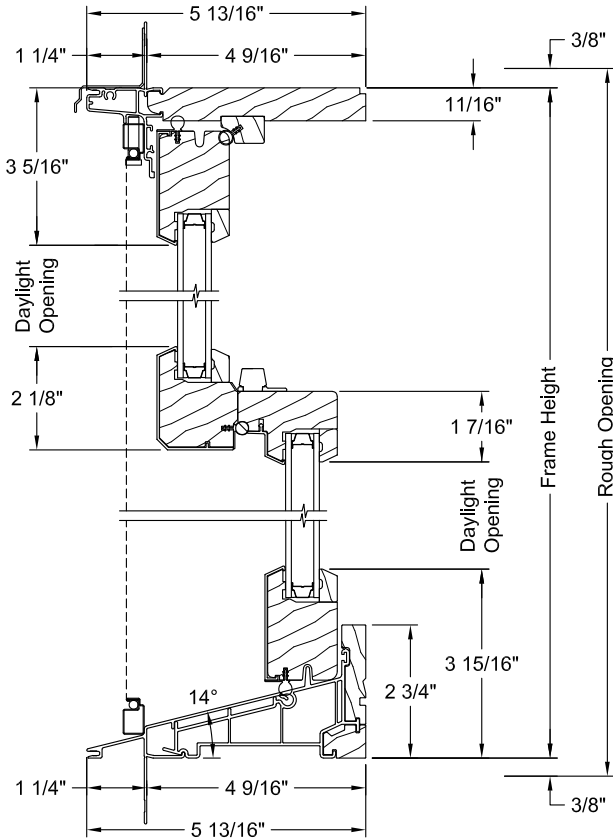
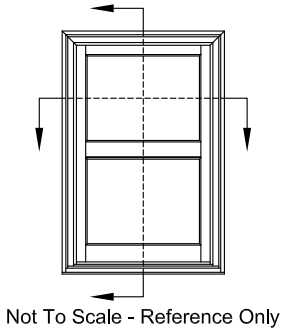


Various Combinations of the SDL Bars Shown are Available

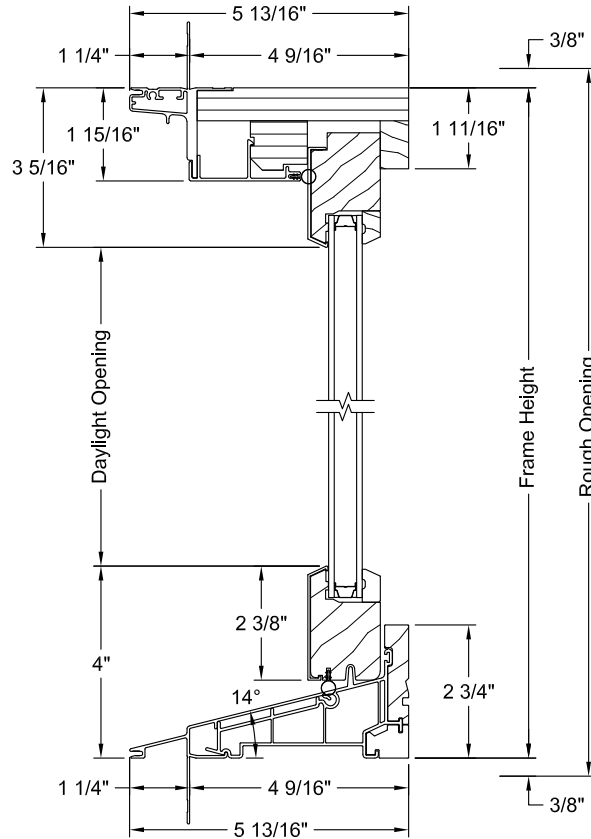
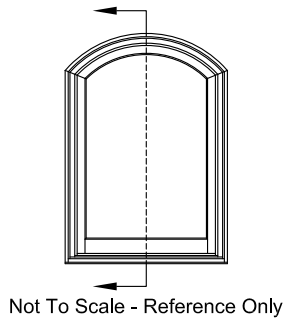
GBG Options



OPERATOR SECTIONS



FIXED RADIUS-TOP & SEGMENT HEAD - VERTICAL SECTION

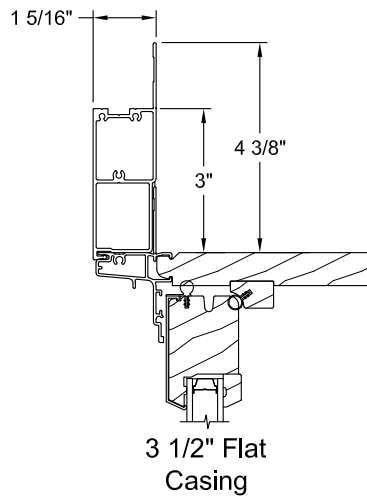
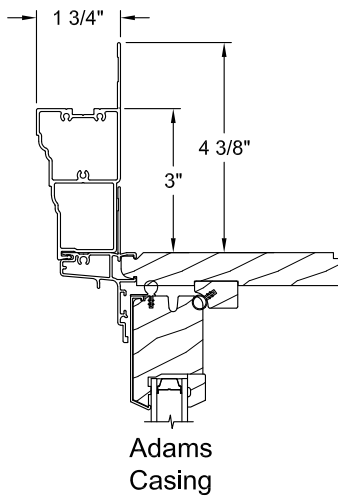
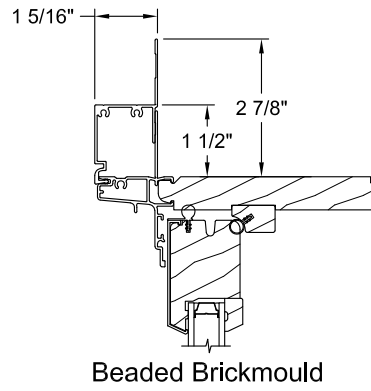
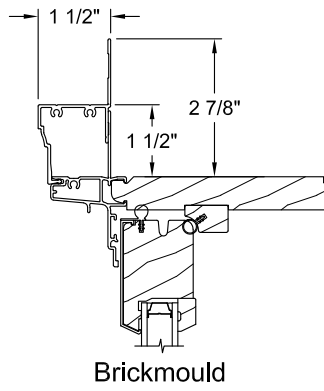
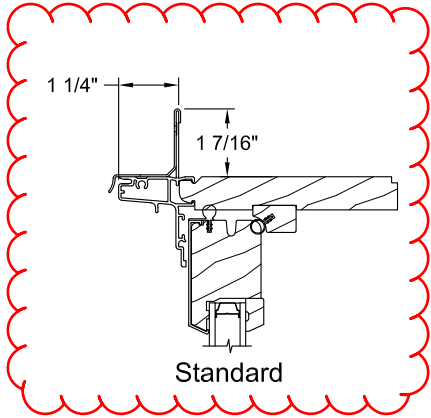


Fixed Radius-Top & Fixed Segment Head have the same cross-section.

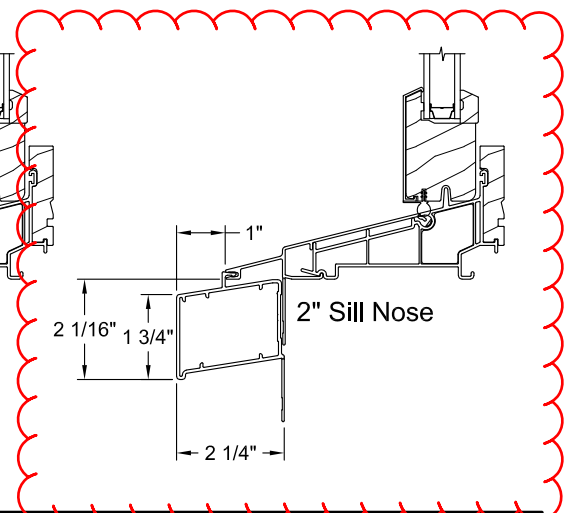
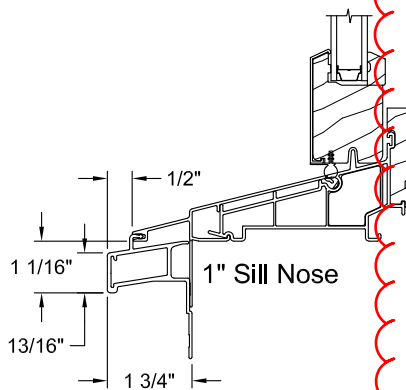
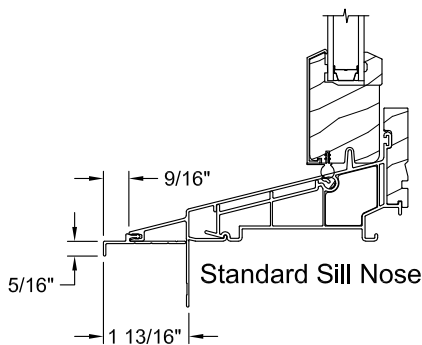


TRIM & SILL NOSE OPTIONS

Trim Options



Sill Nose Options



4291 Cortland - Description of Existing Condition

In the attached documents you will find images from the original window survey from 2022, alongside current 2026 photographs. Our project's timeline is listed below. It reflects a failure of our contractors to anticipate the level of window degradation, and to complete our scope on time and on budget.

10/29/24: Contractor 1 was hired to restore all windows per original key

3/15/25: Contractor 1 misses their contracted completion date. This timeline was not met due to the work being more than the contractor anticipated. As more restoration took place, more damage was discovered.

7/28/25 – 10/6/25: After completing the front façade windows, Contractor 1 was ordered to stop work and contract was ultimately terminated.

August 2025: Contractor 2 site visit but had no interest in taking on the project.

9/22/25: Contractor 3 hired to complete window restoration at 4221 Cortland and 4291 Cortland. Work at 4291 Cortland scheduled to begin at completion of work at 4221 Cortland.

11/19/25: Because of the slow performance of Contractor 3, DLBA requested a bid from Contractor 4. Contractor 4 submitted a bid with highly inflated costs and project timeline, well above Contractor 3

2/9/26: Contract 3 revisited original bid for 4291 Cortland (after completion of 4221) and could not fulfill their contract, indicating that most of the windows needed to be completely rebuilt. They indicated that the price and timeline would double in comparison to their original bid.

2/13/26: With a significant amount of time lost, difficulty finding a reliable window restoration contractor and the concerns that unforeseen conditions will increase cost, Contractors 5 and 6 submitted pricing to install replacement windows.

We have made a good faith effort to restore all windows and have been unsuccessful. We are now requesting to fully replace the remaining windows to match the original size, operation, and visual appearance of the historic windows.