

## **Preservation District/Landmark Window Replacement Requirements**

The City of Sacramento's Preservation program has adopted the Secretary of Interior's Standards for Treatment of Historic as the basis of its review of project applications. According to the Secretary of Interior's Standards for Rehabilitation, original materials will be retained whenever possible. In order for us to understand the issues related to the condition of the windows on the property we must be provided with specific information regarding the condition of each window. Please provide us with a written report prepared by a licensed contractor who is not affiliated with a replacement window supplier. The report should identify each window's location by use of a key plan or key photographs and the condition of each component of that window, (such sash, upper rail, muntin, etc) and finally whether each individual piece is repairable or requires replacement.

Only after we have received this report along with an application can the issue of replacement verses repair of windows be evaluated.