



## **STANDARD 34: WINDOWS & WINDOW ATTACHMENTS**

MAY 1996, RESOLUTION M3-96-28

SEPTEMBER 2002, RESOLUTION M3-02-47

NOVEMBER 2002, RESOLUTION M3-02-62

OCTOBER 2004, RESOLUTION 03-04-27

REVISED FEBRUARY 2006, RESOLUTION 03-06-10

REVISED SEPTEMBER 2006, RESOLUTION 03-06-41

REVISED MAY 2007, RESOLUTION 03-07-47

REVISED APRIL 2011, RESOLUTION 03-11-51

GENERAL REQUIREMENTS REVISED APRIL 2011, RESOLUTION 03-11-49

REVISED DECEMBER 2011, RESOLUTION 03-11-215

REVISED JANUARY 2019, RESOLUTION 03-19-09

REVISED AUGUST 2024, RESOLUTION 03-24-104

### **1.0 GENERAL REQUIREMENTS**

See Standard Section 1: General Requirements

### **2.0 DEFINITIONS**

- 2.1** New Construction Window – A window, where both window frame and window are installed at any location.
- 2.2** Retrofit Window – A new window and frame is installed in an existing framed window opening.
- 2.3** Egress Window – An existing or new replacement window that is properly sized to meet current building code emergency exiting requirements. See Detail Section 10.0
- 2.4** Window Operation XO –  
X: Designates operable glass portion of a window  
O: Designates fixed glass portion of a window
- 2.5** Window Types – See Detail Section 9.0
- 2.6** Vinyl Window – Window framing and surrounding components are made of vinyl with the primary ingredient being PVC (Poly-Vinyl Chloride)

2.7 Composite Windows – Window framing and surrounding component are made with several different materials combined together to form a strong singular composite material.

2.8 ACSC: Architectural Control and Standards Committee.

### 3.0 **MATERIALS & FINISHES**

3.1 New construction or retrofit windows shall meet current building and fire safety codes. Aluminum, vinyl and composite are materials currently accepted. All other materials are subject to review by Manor Alterations and the ACSC. Wood is prohibited.

3.2 Finish colors to be white or black. Other colors are subject to review and approval by the ACSC.

A. All windows / frames along any one given elevation are to match in color.

### 4.0 **DESIGN CRITERIA**

4.1 XO windows may replace XO windows and vice versa, (i.e. fixed panels may replace sliding panels and sliding panels may replace fixed panels).

4.2 XO windows may be converted to a picture window and vice versa.

A. The height and width of the opening must remain the same

B. Egress requirements cannot be compromised.

4.3 Where window styles have an XO above an XO or OO window below, the window section below may be filled in to match existing interior and exterior finishes.

A. The dimensions of the top window section must remain the same.

4.4 All windows and sliding glass doors along any one elevation or wall to be replaced with matching styles and at the same time to ensure architectural integrity along said elevation or wall.

4.5 Exterior window trim or flange shall not exceed 4" in width and be on a flat plane with the wall surface.

4.6 Window Accessories / Attachments that are **not** allowed:

A. Awnings just over a window. See Standard 22: Patio and Balcony Covers Aluminum and Vinyl.

B. Storm Windows/ Glass Shields

C. Exterior Shutters

- D. Wrought Iron Grilles
- E. Exterior Wall Hung Planter Boxes

## **5.0 GLAZING**

- 5.1 Title 24 / Energy efficient requirements – Subject to current building codes:
  - A. Tempered
  - B. Dual glazing
  - C. Meet low-e2 standards (thin coating minimizing the amount of infrared and ultraviolet light that comes through glass)
  - D. U factor of 0.30 (rates how fast heat is gained or lost through a window)
  - E. Energy Star – recommended
- 5.2 Stained glass window design, specifications and locations are subject to review and approval by the ACSC.
- 5.3 Reflective tints or films applied to glass after manufacture is permitted provided the reflectivity factor does not exceed 15%. Verification documentation required at Mutual Consent Application.

## **6.0 GARDEN WINDOWS**

- 6.1 Included in this classification: Greenhouse window, planter window, bay window. See Section 9.0 Window Styles.
- 6.2 All garden type windows may be subject to review and approval by the ACSC.
- 6.3 A garden type window shall not extend farther out from the face of the building by more than 24 inches.
  - A. Maximum horizontal dimension 8 feet
  - B. Maximum vertical dimension 6 feet.
- 6.4 A garden type window shall be permitted in the following areas:
  - A. Kitchen
  - B. Breakfast nook
  - C. Dining room
  - D. A window location that projects into an enclosed patio area.
- 6.5 A garden type window is not allowed in the following conditions:

- A. Where projection impedes a pedestrian walkway
- B. Above the first floor UNLESS it would project into an existing breezeway.

**6.6** A garden type window must not compromise the fire rating of the wall that it is installed in.

## **7.0 APPLICATIONS**

**7.1** All windows are to comply with current building codes.

**7.2** A scaled floorplan showing all new or retrofit locations is required.

- A. All retrofit bedroom window installations must meet minimum egress requirements. See Section 10

**7.3** Top of window heights shall be at 6'-8" (6 feet 8 inches). Any variation is subject to review and approval by the ACSC.

**7.4** Size of retrofit windows to be as large as possible within an existing opening.

- A. All new or retrofit windows in a bedroom shall comply with minimum egress requirements as dictated by current building codes. See Section 10.0 reference.

**7.5** Casement windows are not permitted where:

- A. The opening swings into an area where regular building / landscaping maintenance is required.
- B. The opening swings into a pedestrian walkway.

## **8.0 MAINTENANCE**

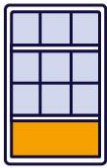
**8.1** Member is responsible for all upkeep and maintenance of all new or replacement windows.

**8.2** If new or replacement windows fall into a state of disrepair, the mutual at its discretion may make any necessary repairs and charge the member for such repairs.

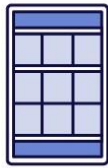
## **9.0 WINDOW STYLES (see attached)**

## **10.0 EGRESS WINDOW GUIDELINES (see attached)**

## 12 Main Types of Window Styles



**Single-Hung**



**Double-Hung**



**Casement**



**Awning**



**Garden**



**Sliding**



**Bay or Bow**



**Palladian**



**Picture**



**Arched**



**Egress**



**Skylight**

**SECTION 10.0 EGRESS WINDOW GUIDELINES**

Egress Windows are required in all sleeping rooms.

Egress Window Size and Dimensions:

1. Minimum 5.7 square feet of net clear opening area.
2. Minimum 24 inches of net clear height opening.
3. Minimum 20 inches of net clear width opening.

**NOTE: THESE REMAIN SUBJECT TO CURRENT BUILDING CODES.**

