



Historic Landmarks and Preservation Districts Commission

Report to the Committee

To: Clifton Architectural Review Committee
Thru: Savannah Darr, Historic Preservation Officer
From: Hasmik Pavlova, Planner I – Urban Design
Date: August 7, 2026 *SDarr*

Case No: 26-COA-0144
Classification: Committee Review

GENERAL INFORMATION

Address: 1815 Arlington Ave

Applicant: Becky Roehrig
P.O. Box 3346
Louisville, KY 40201

Owner: Franklin School Partners LTD
333 Guthrie Grn Ste 412
Louisville, KY 40202

Project Cost: \$1,000,000

Description of proposed exterior alterations:

The applicant requests approval to replace all 52 historic wood windows on the southern and eastern street-facing facades with aluminum-clad wood windows of the same function and appearance, including the following:

- Basement: 14 fixed pane windows
- 1st Floor:
 - o 7 double-hung 1/1 windows
 - o 8 double-hung 6/6 windows with 3-lite transoms
- 2nd Floor:
 - o 4 double-hung 1/1 windows
 - o 4 double-hung 1/1 arched windows
 - o 9 double-hung 6/6 windows with 3-lite transoms
- 3rd Floor: 2 double-hung 1/1 segmented arched windows
- Gable: 2 casement windows
- Entries: 2 4-lite arched transoms above entry doors

Communications with Applicant, Completion of Application

The application was received on June 23, 2026 and assigned to a case manager on June 29, 2026. Staff conducted a site visit on July 30, 2026, after which the application was considered complete and requiring committee level review.

The case is scheduled to be heard by the Clifton Architectural Review Committee (ARC) on August 12, 2026 at 5:30 p.m. in the Metro Development Building located at 444 S. 5th Street, Louisville, KY.

FINDINGS

Guidelines

The following design review guidelines, approved for the Clifton Preservation District, are applicable to the proposed exterior alterations: **Windows**. The report of the Commission Staff's findings of fact and conclusions with respect to these guidelines attached to this report. The following additional findings are incorporated in this report:

Site Context/ Background

The site is located on the southeastern corner of Arlington Avenue and State Street. It contains a 2.5-story masonry Italianate style structure with a hipped roof, which was once a school but has been repurposed as a multi-family building. The site also contains a 1-story masonry boiler building as an accessory structure. It is surrounded by 1- and 2-story wood frame homes, shotgun style homes, and the United Crescent Hill Ministries Community Center.

Conclusions

The proposed window replacement does not fully meet the Clifton Preservation District Design Guidelines for **Windows**. Pursuant to guidelines **W4** and **W9**, there will be no change in number, size, shape, location, configuration, or operation of the historic windows. The replacement windows will be aluminum-clad, fit historic openings, and convey the same visual appearance of the historic windows using grille systems for lite division, meeting guidelines **W2**, **W3**, and **W5**. The replacement windows will not be tinted, smoked, reflective, or have film, meeting guidelines **W6** and **W7**. However, guideline **W1** requires windows on street-facing facades be maintained and repaired whenever possible. The applicant asserts that the windows are in complete disrepair and in need of full replacement. The applicant further claims that there is extensive rot, splitting, surface loss, paint failure, exposed wood, prolonged moisture infiltration, failed or missing sealant, and non-historic patching material. Staff conducted a site visit but were unable to enter each dwelling unit to confirm conditions of each window listed for replacement. Windows accessible to Staff did not meet the standard of deterioration required for replacement. For these reasons, Staff must recommend denial.

RECOMMENDATION

On the basis of the information furnished by the applicant, Staff recommends the application for a Certificate of Appropriateness be **denied**.

However, if the ARC finds the proposed window replacement meets the guidelines, Staff recommends the following conditions:

1. The replacement windows shall operate in the same way as the historic windows.
2. The replacement windows shall convey the same visual appearance of the historic windows.
3. The replacement windows shall fit the historic openings.
4. The applicant shall submit cutsheets of the replacement windows prior to installation.
5. Only windows that meet the standard of deterioration shall be replaced, and the applicant shall indicate each replaceable window prior to installation.
6. If the scope or materials change, the applicant shall contact staff prior to work taking place for review and approval.

Hasmik Pavlova

Hasmik Pavlova
Planner I – Urban Design

08/07/2026
Date

Windows

Clifton Design Guideline Checklist

+	Meets Guidelines	NA	Not Applicable
-	Does Not Meet Guidelines	NSI	Not Sufficient Information
+/-	Meets Guidelines with Conditions		

	Guideline	Finding	Comment
W1	The maintenance and repair of historic windows are essential to preserving the historic character and fabric of Clifton structures and the overall Clifton historic district. For that reason, historic windows on street-address façades and street-facing façades shall not be replaced with new windows unless the Clifton ARC determines that the condition of existing windows, safety or energy efficiency considerations, or other relevant factors support window replacement. During the planning stage for possible window replacement on any façade, and prior to submittal of an application for a Certificate of Appropriateness for window replacement, property owners should consult with the Landmarks staff on the application of these guidelines to their structure, options for addressing the property owner's needs, and concerns regarding their windows.	+/-	The applicant proposes replacing windows on two street-facing façades, requiring ARC review. Windows observed upon a site visit did not meet the standard of deterioration, though Staff was unable to evaluate each window proposed for replacement. It appeared some windows may have been reconstructed in the past but could still be repaired.
W2	If historic windows on façades other than street-address façades or street-facing façades are replaced, or the owner is authorized to replace windows on street-address façade or street-facing façade pursuant to W1, the new windows shall convey the same visual appearance as the historic windows. The visual appearance of a window is based on details such as sash dimension, muntin configuration, reveal depths, glass-to-frame ratios, glazing patterns, frame dimensions, trim profiles, and other decorative features. Replacement windows may either be accurate reproductions using historical, pictorial, and physical documentation or be a new design that is compatible with the historic character of the building and the district. Use of wood, metal, or synthetic window systems for authorized window replacement is permissible. During the planning stage for possible window replacement on any façade, and prior to submittal of an	+	The applicant proposes replacement windows that will convey the same visual appearance as the historic windows.

	Guideline	Finding	Comment
	application for a Certificate of Appropriateness for window replacement, property owners should consult with the Landmarks staff on the application of these guidelines to their structure, options for addressing the property owner's needs, and concerns regarding their windows.		
W3	Replacement sash should not be used that does not fit historic window openings. Original openings should never be blocked-in to accommodate stock-sized windows.	+	The applicant proposes new windows to fit the openings.
W4	Replacement windows proposed for façades other than street-address façades or street-facing façades, and those authorized pursuant to W1 for street-address façades and street-facing façades, shall operate in the same way as the original windows - double-hung windows are replaced with double hung, and casement windows are replaced with casements.	+	The applicant proposes replacement windows that operate in the same way as the historic windows.
W5	Thermal glazing windows that have muntins in accordance with W2 shall have such muntins permanently applied and may also incorporate internal dividers between the glass panes.	+	The applicant proposes replacement windows that will have simulated divided lite, muntin systems added to the glass area for lite division.
W6	Reflective or insulating film shall not be applied to window glass on street-address façades or street-facing façades.	+	The windows will not have film.
W7	Smoked, tinted, or reflective glass shall not be used on windows on street-address façades or street-facing façades.	+	The windows will not be tinted, etc.
W8	Transoms or sidelights shall not be blocked-in or back-painted.	+	The applicant proposes replacement transoms that will match the configuration of the historic transoms
W9	The number, size, location, or shape of original windows shall not be altered on street-address façades or street-facing façades by making new window openings or permanently blocking existing openings. If windows are no longer needed, they should be shuttered if original shutters exist. If shutters do not exist, a temporary closure should be prepared, leaving the window frame intact.	+	The applicant does not propose any changes to the number, size, location, or shape of the historic windows.
W10	Any new window openings for a new use shall not be located on street-address façades or street-facing façades.	NA	
W11	The front face of historic window trim shall not be covered with metal or siding material. Siding may butt up to the side of historic window trim.	NA	
W12	New floors or dropped ceilings shall not be installed that block the glazed area of windows. If such an approach is required, the design should incorporate setbacks that allow the full height of the window to be seen unobstructed.	NA	
W13	If exterior storm windows are installed they should duplicate the shape of the original window.	NA	
W14	When installing exterior storm windows or screens do not damage or obscure historic windows or frames.	NA	
W15	Window sashes shall not be altered to accommodate window air-conditioning units.	NA	
W16	When installing security bars do not obscure the architectural character of original windows or damage historic fabric. Commercial security grills should retract out of sight during business hours.	NA	
W17	Awnings shall be designed to complement existing architectural features. They should not overwhelm the façade.	NA	
W18	Awnings shall be of a material and form compatible with the building's historic character. Contemporary designs may be considered if compatible with the design and character of the building.	NA	
W19	Awnings shall be installed in a way that does not harm the building. Limit hardware installation to that which is required	NA	

	Guideline	Finding	Comment
	for structural stability. Anchors shall be installed in mortar joints, not masonry units.		
W20	On commercial buildings attach awnings between the window display area and the signboard or second-floor window sills. Awnings shall be attached below the transom line where historic prism glass is present and building scale allows.	NA	
W21	Awnings shall be installed so that the valance is no lower than permissible by code (Building Code or Public Works).	NA	
W22	Replacement shutters should match the visual appearance, size, and location of the originals and may be constructed of wood, metal, or synthetic material.	NA	
W23	Shutters shall be installed only where there is historic evidence for them.	NA	