



# Commission of Architectural Review SUBMISSION APPLICATION

City of Richmond, Room 510 – City Hall  
900 East Broad Street, Richmond, Virginia 23219  
PHONE: (804) 646-6335 FAX: (804) 646-5789

12 COPIES OF SUPPORTING DOCUMENTATION ARE REQUIRED FOR PROCESSING YOUR SUBMISSION

LOCATION OF WORK: 501-513 NORTH 23<sup>RD</sup> ST. DATE: 5/29/14

OWNER'S NAME: RICHMOND SCATTERED SITES  
EAST, LLC

TEL NO.: 804.644.0546

AND ADDRESS: 23 WEST BROAD STREET

EMAIL: j.reynolds@better  
housingcoalition.org

CITY, STATE AND ZIPCODE RICHMOND, VIRGINIA 23220

ARCHITECT/CONTRACTOR'S NAME: BETTER HOMES INC.

TEL. NO. 804.814.5220

AND ADDRESS: 23 WEST BROAD STREET

EMAIL: j.reynolds@better  
housingcoalition.org

CITY, STATE AND ZIPCODE RICHMOND, VIRGINIA 23220

Would you like to receive your staff report via email? Yes ☒ No ☐

## REQUEST FOR CONCEPTUAL REVIEW

☒ I hereby request Conceptual Review under the provisions of Chapter 114, Article IX, Division 4, Section 114-930.6(d) of the Richmond City Code for the proposal outlined below in accordance with materials accompanying this application. I understand that conceptual review is advisory only.

## APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

☐ I hereby make application for the issuance of a certificate under the provisions of Chapter 114, Article IX, Division 4 (Old and Historic Districts) of the Richmond City Code for the proposal outlined below in accordance with plans and specifications accompanying this application.

## DETAILED DESCRIPTION OF PROPOSED WORK (Required):

### STATE HOW THE DESIGN REVIEW GUIDELINES INFORM THE DESIGN OF THE WORK

**PROPOSED.** (Include additional sheets of description if necessary, and 12 copies of artwork helpful in describing the project. The 12 copies are not required if the project is being reviewed for an administrative approval. See instruction sheet for requirements.)

- REMOVE AND REPLACE WOOD SASH INSULATED GLASS PRODUCT WITH VINYL SASH INSULATED GLASS PER ATTACHED INFORMATION. VINYL SASH SAMPLE TO BE PROVIDED AT MEETING.
- APPLY ALUMINUM CLADDING OVER EXISTING WINDOW SILLS AND CASING.
- PROJECT WAS CONSTRUCTED IN 1995.

Signature of Owner or Authorized Agent: X [Signature]

Name of Owner or Authorized Agent (please print legibly):

JEFFREY W. REYNOLDS

(Space below for staff use only)

Received by Commission Secretary

APPLICATION NO. \_\_\_\_\_

DATE \_\_\_\_\_

SCHEDULED FOR \_\_\_\_\_

Note: CAR reviews all applications on a case-by-case basis.

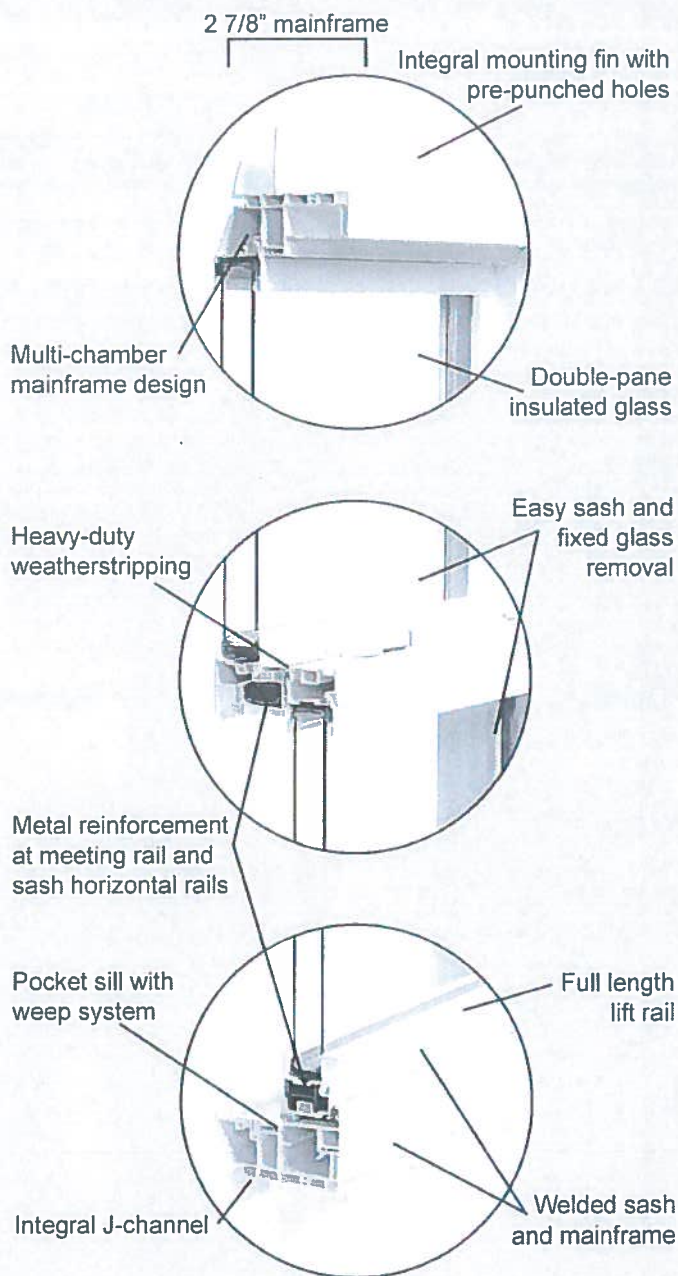
Revised 04-16-2013

# 3500 SERIES

3500 Vinyl Single-Hung Window



## Take a closer look at the 3500 Single-Hung Window

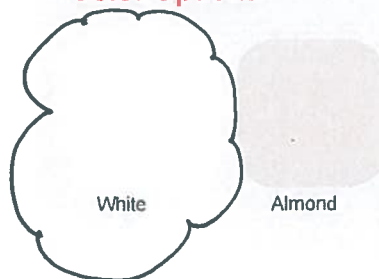


### Quality, Durability, and Energy Efficiency

The 3500 Vinyl Single-Hung Window offers crafted features that provide exceptional durability and energy efficiency. With standard features that include a pre-punched mounting fin and easily removable sash, the 3500 window is designed for builders. A closer look reveals details like a full-length lift rail and metal reinforcements at the meeting rails. Factory options include a snap-in brickmould profile and extension jambs.

The MI Windows and Doors 3500 Series Windows offer great value, durability, and energy efficiency. 3500 Series Windows are available in single-hung, sliding, picture window, and specialty shape configurations.

### Color Options





MI WINDOWS AND DOORS

650 WEST MARKET STREET • GRATZ, PA • 17030-0370

## SPECIFICATIONS

### SERIES 3500 VINYL SINGLE HUNG WINDOW

**MAIN FRAME** - Shall be made from rigid polyvinylchloride (PVC) multi-hollow extrusions which have a minimum wall thickness of .050". Main frame shall be welded together at the corners. Overall frame depth is 2-7/8".

**MOVEABLE SASH** - Shall be made from rigid polyvinylchloride (PVC) extrusions which have a minimum wall thickness of .062". Sash to be of welded corner construction. Sash to have metal reinforcement in horizontal members.

**FIXED MEETING RAIL** - Shall be made from a rigid PVC hollow extrusion with a .050" wall thickness. Meeting rail shall be secured to the main frame with three screw fasteners through injection molded end caps attached to the meeting rail with three screws. Meeting rail to have metal reinforcement. Bottom of meeting rail to have foam bulb to seal against the moveable sash.

**SILL INSERT** - Shall be made from rigid PVC with a wall thickness of .060". It shall "snap fit" into the main frame sill. Sill insert to be sealed with double-sided foam tape before insertion. Inside joint between sill snap-in and main frame to be sealed.

**GLAZING** - Top, or fixed, glass panel shall consist of 3/4" thick insulated glass. Fixed (top) glass to be held securely in place by the use of a single-sided adhesive foam tape at the exterior and a rigid PVC glazing bead, which has a minimum wall thickness of .070", at the interior. Low-E glass, argon gas and other glazing options available.

Note: 7/8" thick insulated glass used on select configurations.

Moveable sash glass panel shall consist of 3/4" thick insulated glass. Glass to be held securely in place with silicone and with rigid, extruded, vinyl, interior glazing beads.

Note: 7/8" thick insulated glass used on select configurations.

**WEATHERSTRIPPING** - Movable sash shall have double strips of center fin weatherstripping on each stile and one on the top rail. Sill insert shall have one strip of center fin weatherstripping. Bottom of moveable sash fixed meeting rail to contain one foam bulb.

**HARDWARE** - Moveable sash balance mechanism to consist of stainless steel constant force springs. Two metal cam-type sweep locks to be located equidistant from each end of the top sash rail. Two sweep lock keepers to be fastened to the fixed meeting rail. One plastic tilt latch shall be used at each end of the sash top rail. All screws, clips, and other fasteners shall be made of non-corrosive materials compatible with reinforcements.

**SCREEN** - Half screen only. Screen to be made from roll-formed aluminum, 5/16" x 3/4" with a .020" wall thickness. Screen cloth to be made from 18x16 fiberglass mesh and held securely by flexible, vinyl spline. Screens shall meet ANSI/SMA standard 1004-87. (NOTE: Insect screens are intended only to provide reasonable insect control. They are not intended to prevent people or objects from exiting the window or to provide security against forced entry.)

**INSTALLATION** - To be done by others. Frame must be installed straight, plumb and level, without twisting, bowing or springing. Manufacturer's recommended installation procedures are to be used. Installer should make final adjustments to ensure proper sash operation and window performance.

**NOTE:** MI WINDOWS AND DOORS' designs and manufacturing methods are continually being improved. Individual products may be subject to a variation in performance. Due to this and other factors, we reserve the right to change specifications without notice. It is the sole responsibility of the purchaser/installer to be sure that the intended use of this product complies with any and all applicable buildings codes (i.e. egress, safety glass near doorways, etc.). If you require further technical information regarding this product please contact your retailer/salesman.

# 3500 SERIES

3500 Vinyl Single-Hung Window

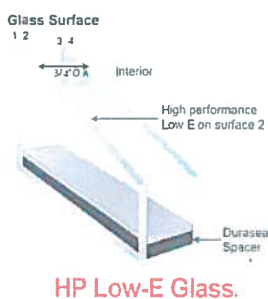


## Glass Options

Insulated glass packages are offered as an upgrade to help you save heating and cooling costs while keeping your home more comfortable. In warm weather, insulated glass reduces solar heat gain, minimizing interior glare and lowers interior glass temperature, saving energy and making your home more comfortable. In cool weather, insulated glass provides outstanding thermal performance with warmer interior glass surfaces to help save energy and maintain comfort during a cold winter.



Low-E Glass



HP Low-E Glass.

\*Argon gas enhancement optional in all Low-e glass packages.

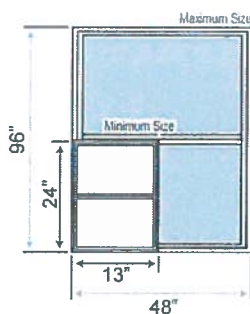


## High Performance Option

The 3500 Series Vinyl Window can be upgraded to achieve High Performance status. With the added reinforcement throughout the sash, the 3500HP and 3540 Series Vinyl Window meets the High Performance requirement set by the American Architectural Manufacturers Association (AAMA).



## Min. and Max. Frame Sizes



\*See size guide for complete sizing specifications.

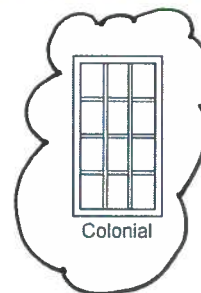
## Grid Options

Flat and sculptured grids are available in standard and custom patterns.



5/8" or 7/8" Flat Grids (between the glass)

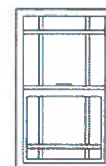
15/16" or 11/16" Sculptured Grid (between the glass)



Colonial



9-Lite Perimeter



6-Lite Perimeter





Window Series	Glazing Type	U-Value	R-Value	SHGC	Visible Light Transmittance	Energy Star Compliance (See Map Below)
3500 Single Hung	Clear IG	0.48	2.08	0.64	0.67	N/A
	Low-E IG	0.34	2.94	0.32	0.57	N/A
	Low-E/Argon IG	0.30	3.33	0.31	0.57	N NC SC
	HP-Low E	0.34	2.94	0.23	0.44	SC S
	HP Low-E/Argon	0.30	3.33	0.22	0.44	N NC SC S
	Clear IG w/ Grids	0.48	2.08	0.57	0.59	N/A
	Low-E IG w/ Grids	0.34	2.94	0.29	0.51	SC
	Low-E/Argon IG w/ Grids	0.30	3.33	0.28	0.51	N NC SC
	HP-Low E w/ Grids	0.34	2.94	0.21	0.39	SC S
3500 Picture Window	HP-Low E and Argon w/ Grids	0.30	3.33	0.20	0.39	N NC SC S
	Clear IG	0.47	2.13	0.68	0.71	N/A
	Low-E IG	0.32	3.13	0.34	0.61	NC
	Low-E/Argon IG	0.28	3.57	0.33	0.61	N NC
	HP-Low E	0.32	3.13	0.24	0.47	N NC SC S
	HP Low-E/Argon	0.28	3.57	0.24	0.47	N NC SC S
	Clear IG w/ Grids	0.47	2.13	0.61	0.64	N/A
	Low-E IG w/ Grids	0.32	3.13	0.31	0.55	NC
	Low-E/Argon IG w/ Grids	0.28	3.57	0.30	0.55	N NC SC
4300 Single Hung	HP-Low E w/ Grids	0.32	3.13	0.22	0.42	N NC SC S
	HP-Low E and Argon w/ Grids	0.28	3.57	0.22	0.42	N NC SC S
	Clear IG	0.48	2.08	0.63	0.66	N/A
	Low-E IG	0.34	2.94	0.31	0.56	N/A
	Low-E/Argon IG	0.30	3.33	0.31	0.56	N NC
	Thermal Performance Glass	0.29	3.45	0.31	0.56	N NC SC
	HP Low-E	0.34	2.94	0.22	0.43	SC S
	HP Low-E/Argon	0.31	3.23	0.22	0.43	NC SC S
	Clear IG	0.48	2.08	0.56	0.59	N/A
9555 Double Hung	Low-E IG w/ Grids	0.34	2.94	0.28	0.50	SC
	Low-E/Argon IG w/ Grids	0.30	3.33	0.28	0.50	N NC SC
	Thermal Perf. w/ Grids	0.29	3.45	0.28	0.5	N NC SC S
	HP Low-E w/ Grids	0.34	2.94	0.20	0.39	SC S
	HP Low-E/Argon w/ grids	0.31	3.23	0.20	0.39	NC SC S
	Clear IG	0.47	2.13	0.58	0.61	N/A
	Low-E IG	0.34	2.94	0.29	0.52	SC
	Low-E/Argon IG	0.31	3.23	0.29	0.52	NC SC
	HP Low-E	0.34	2.94	0.21	0.40	SC S
9660 Awning	30/30 Glass	0.29	3.45	0.29	0.52	N NC SC
	Clear IG w/ Grids	0.47	2.13	0.52	0.54	N/A
	Low-E IG w/ Grids	0.34	2.94	0.26	0.46	SC S
	Low-E/Argon IG w/ Grids	0.31	3.23	0.26	0.46	NC SC S
	HP Low-E w/ Grids	0.34	2.94	0.19	0.36	SC S
	30/30 Glass w/ Grids	0.29	3.45	0.26	0.46	N NC SC S
	Clear IG	0.38	2.63	0.49	0.52	N/A
	Low-E IG	0.27	3.70	0.25	0.44	N NC SC S
	Low-E/Argon IG	0.24	4.17	0.25	0.44	N NC SC S
	HP-Low E	0.27	3.70	0.18	0.34	N NC SC S
	Clear IG w/ Grids	0.38	2.63	0.45	0.46	N/A
	Low-E IG w/ Grids	0.27	3.70	0.23	0.40	N NC SC S
	Low-E/Argon IG w/ Grids	0.24	4.17	0.23	0.40	N NC SC S
	HP-Low E w/ Grids	0.27	3.70	0.17	0.31	N NC SC S
	Clear IG	0.38	2.63	0.49	0.52	N/A
	Low-E IG	0.27	3.70	0.25	0.44	N NC SC S
	Low-E/Argon IG	0.24	4.17	0.25	0.44	N NC SC S

9770 Casement	HP Low-e	0.27	3.70	0.18	0.34	N	NC	SC	S
	Clear IG w/ Grids	0.38	2.63	0.45	0.46	N/A			
	Low-E IG w/ Grids	0.27	3.70	0.23	0.40	N	NC	SC	S
	Low-E/Argon IG w/ Grids	0.24	4.17	0.23	0.40	N	NC	SC	S
	HP Low-E w/ Grids	0.27	3.70	0.17	0.31	N	NC	SC	S
3580 Slider	Clear IG	0.48	2.08	0.65	0.68	N/A			
	Low-E IG	0.33	3.03	0.32	0.58	N/A			
	Low-E/Argon IG	0.30	3.33	0.32	0.58	N	NC		
	HP Low-E	0.33	3.03	0.23	0.45			SC	S
	Clear IG w/ Grids	0.48	2.08	0.58	0.61	N/A			
	Low-E IG w/ Grids	0.33	3.03	0.29	0.52			SC	
	Low-E/Argon IG w/ Grids	0.30	3.33	0.29	0.52	N	NC	SC	
	HP Low-E w/ Grids	0.33	3.03	0.21	0.40			SC	S
9880 Slider	Clear IG	0.47	2.13	0.57	0.60	N/A			
	Low-E IG	0.34	2.94	0.29	0.51			SC	
	Low-E/Argon IG	0.31	3.23	0.28	0.51			SC	
	HP Low-E	0.34	2.94	0.21	0.39			SC	S
	Clear IG w/ Grids	0.47	2.13	0.51	0.53	N/A			
	Low-E IG w/ Grids	0.34	2.94	0.26	0.45			SC	S
	Low-E/Argon IG w/ Grids	0.31	3.23	0.26	0.45			SC	S
	HP Low-E w/ Grids	0.34	2.94	0.19	0.35			SC	S
910 Slider	Clear IG	0.47	2.13	0.64	0.68	N/A			
	Low-E IG	0.32	3.13	0.32	0.59			SC	
	Low-E/Argon IG	0.28	3.57	0.32	0.59	N	NC		
	HP Low-E	0.32	3.13	0.23	0.45			SC	S
	Clear IG w/ Grids	0.47	2.13	0.57	0.60	N/A			
	Low-E IG w/ Grids	0.32	3.13	0.29	0.51			SC	
	Low-E/Argon IG w/ Grids	0.28	3.57	0.29	0.51	N	NC	SC	
	HP Low-E w/ Grids	0.32	3.13	0.21	0.40			SC	S

\*All ratings for grids reflect flat grid options

\*Above values can vary depending on use of flat grids or sculptured grids and optional glass thicknesses upgrades such as 3/16", 1/4" laminated, 1/8" tempered, 3/16" decorative glass etc... Please visit our website at [www.miwd.com](http://www.miwd.com) for more

#### Definitions

**HP Low E** - High Performance Low-emissivity glass with a transparent coating which acts as a thermal mirror – used to

**Low E** – Low-emissivity glass with a transparent coating which acts as a thermal mirror – used to increase a window's

**Argon** - An inert, colorless, and harmless gas used instead of air in sealed spaces between panes of glass in insulating glass

**Grids** – Decorative inserts for windows or door glazing that adds a traditional touch – available in flat and sculptured.

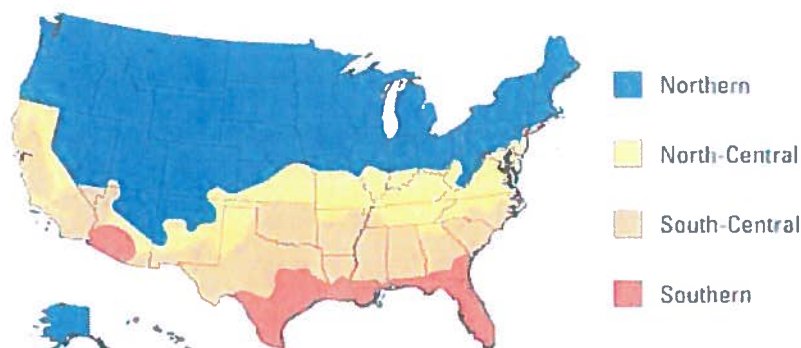
**U-Value** - U-Value measures the rate of heat transfer and tells you how well the window insulates. The lower the U-Factor,

**SHGC (Solar Heat Gain Coefficient)** - measures the fraction of solar energy admitted and tells you how well the product blocks

**VLT (Visible Light Transmittance)** - measures the amount of light the window lets through. The higher the VT, the more light

**R-Value** - R-Value measures the thermal resistance of a window.

#### Energy Star Compliance

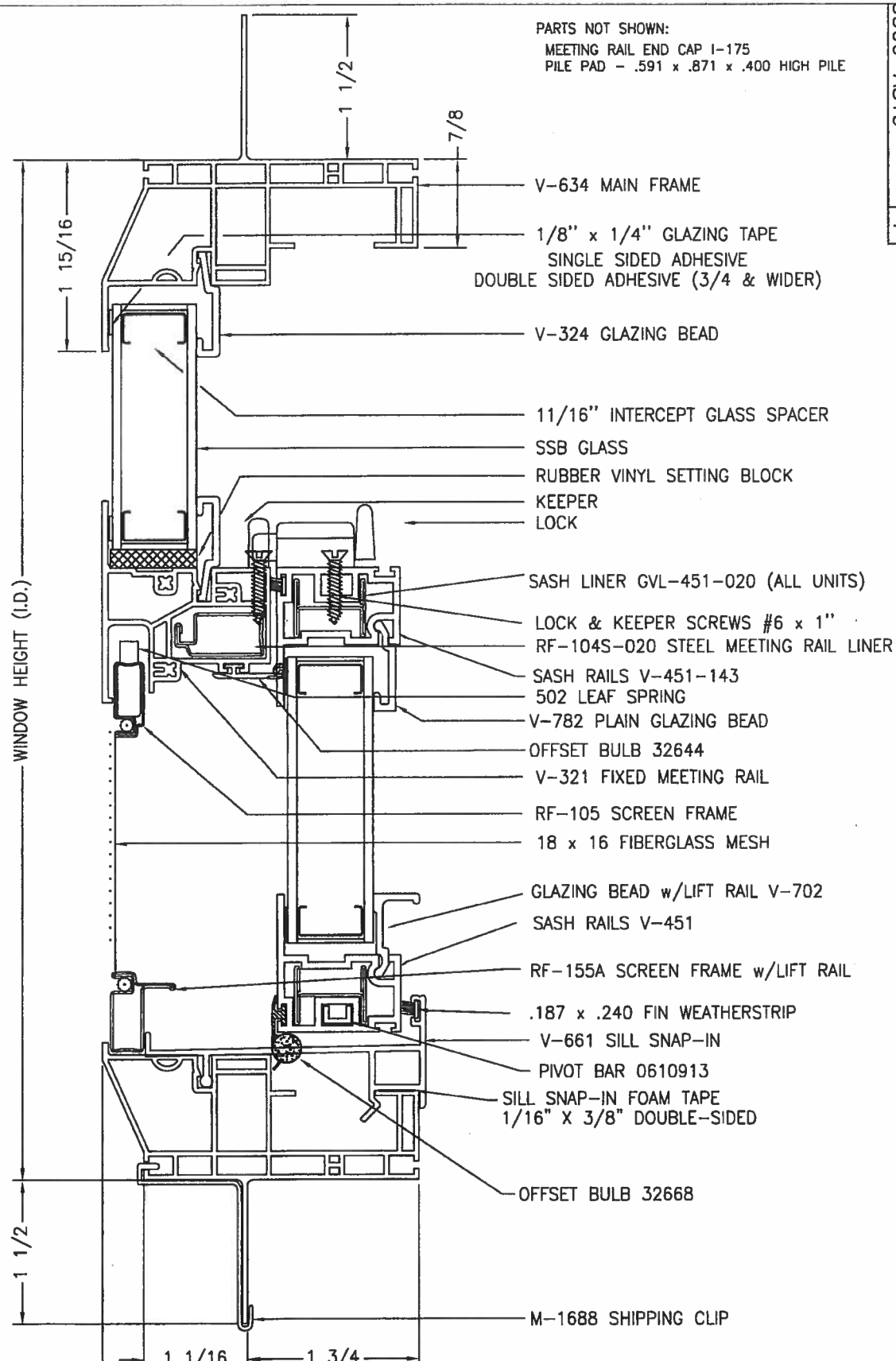


8/6/2013

3500-AS1b

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PARTS NOT SHOWN:  
MEETING RAIL END CAP I-175  
PILE PAD - .591 x .871 x .400 HIGH PILE



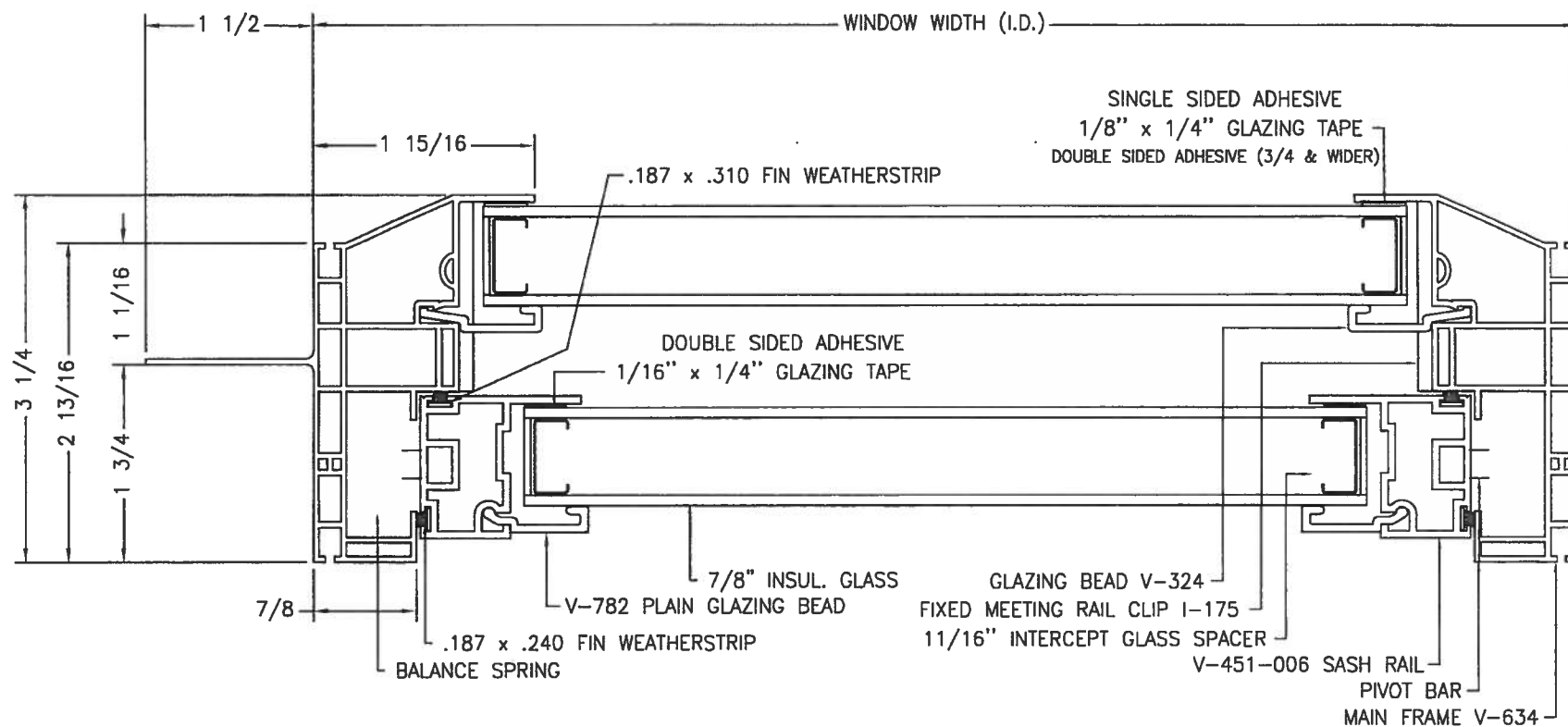
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MI WINDOWS AND DOORS  
850 WEST MARKET STREET • GRANT, PA • 17030-8370

TITLE 3500 SERIES VINYL SINGLE-HUNG  
REGULAR FRAME VERTICAL CROSS-SECTION

LTR	DESCRIPTION	BY	DATE	DFTW	DATE	SCALE	DWG/PART NO.	REV.
	REVISIONS			V.M.R.	2-10-98	FULL	3500-AS1b	I



PARTS NOT SHOWN:  
 BALANCE FOAM PAD - JPM1  
 BALANCE SHOE - I-198  
 BALANCE HOLDER - I-200 & I-210  
 BALANCE BUSHING - 566

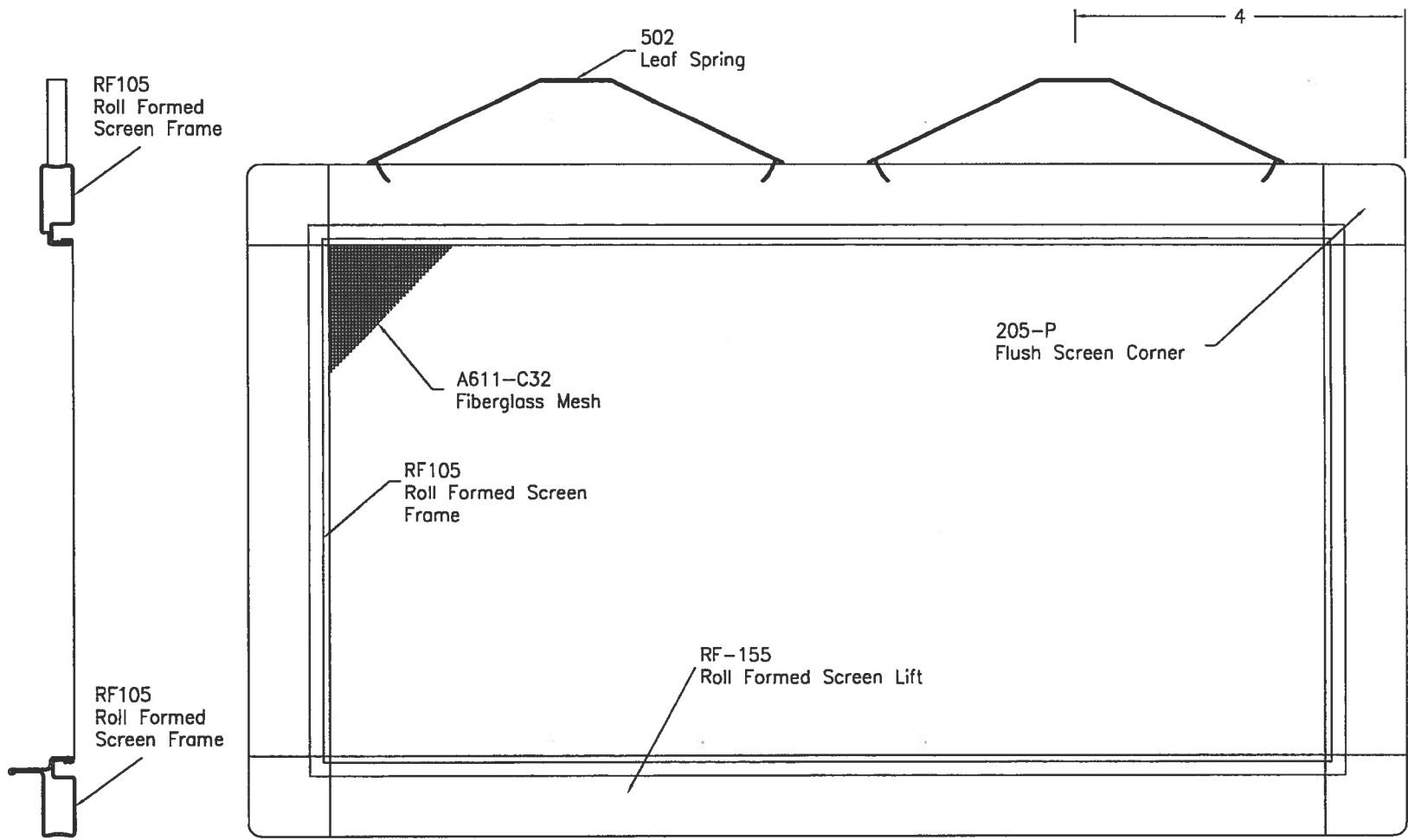
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 600 WEST MARKET STREET • CRAZ, PA • 17030-0370

TITLE 3500 SERIES VINYL SINGLE-HUNG  
 REGULAR FRAME HORIZONTAL CROSS-SECTION

REV.	DESCRIPTION	BY	DATE	DTN.	DATE	SCALE	DRG/PART NO.	REV.
	REVISIONS			V.M.R.	11-8-91	FULL	3500-AS2b	D



ITEMS NOT SHOWN:  
 Spline (800 x .145) AV800R140  
 Screen Retainer RV-182C2

				RITE SCREEN 4314 ROUTE 209 ELIZABETHVILLE, PA 17023				
				TITLE 3500 SERIES SCREEN ("NEW STYLE")				
LTR.	DESCRIPTION REVISIONS	BY	DATE	DTPL V.M.R.	DATE 7-21-99	SCALE FULL	DRAWING NO. 3500SCRN	REV. D

# Single Hung Sash Removal

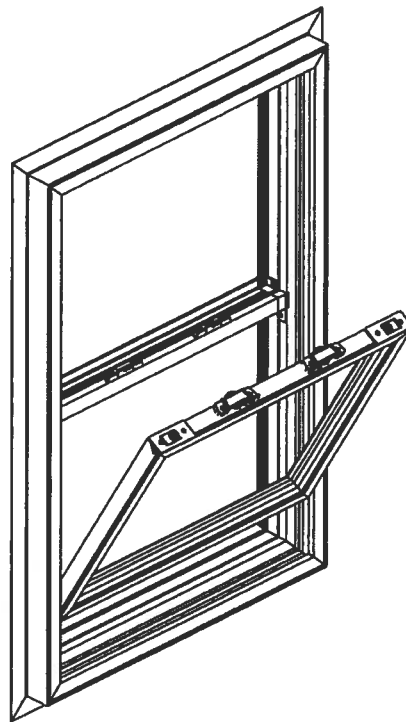
## Sash Tilting Instructions

### To Tilt Bottom Sash

1. Unlock window.
2. Raise the bottom sash approximately 1" to 2".
3. Push and hold tilt latches toward the center of the window, while pulling inward.

### To Close Window

1. Tilt sash into original position.
2. Push into original position and lock.



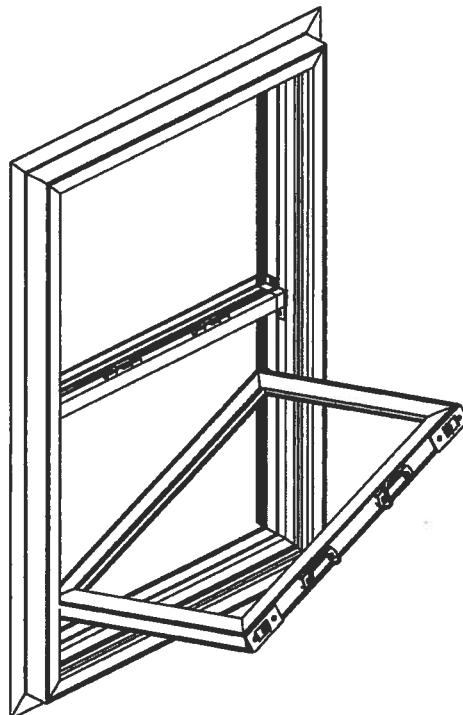
## Sash Tilting And Removal Instructions

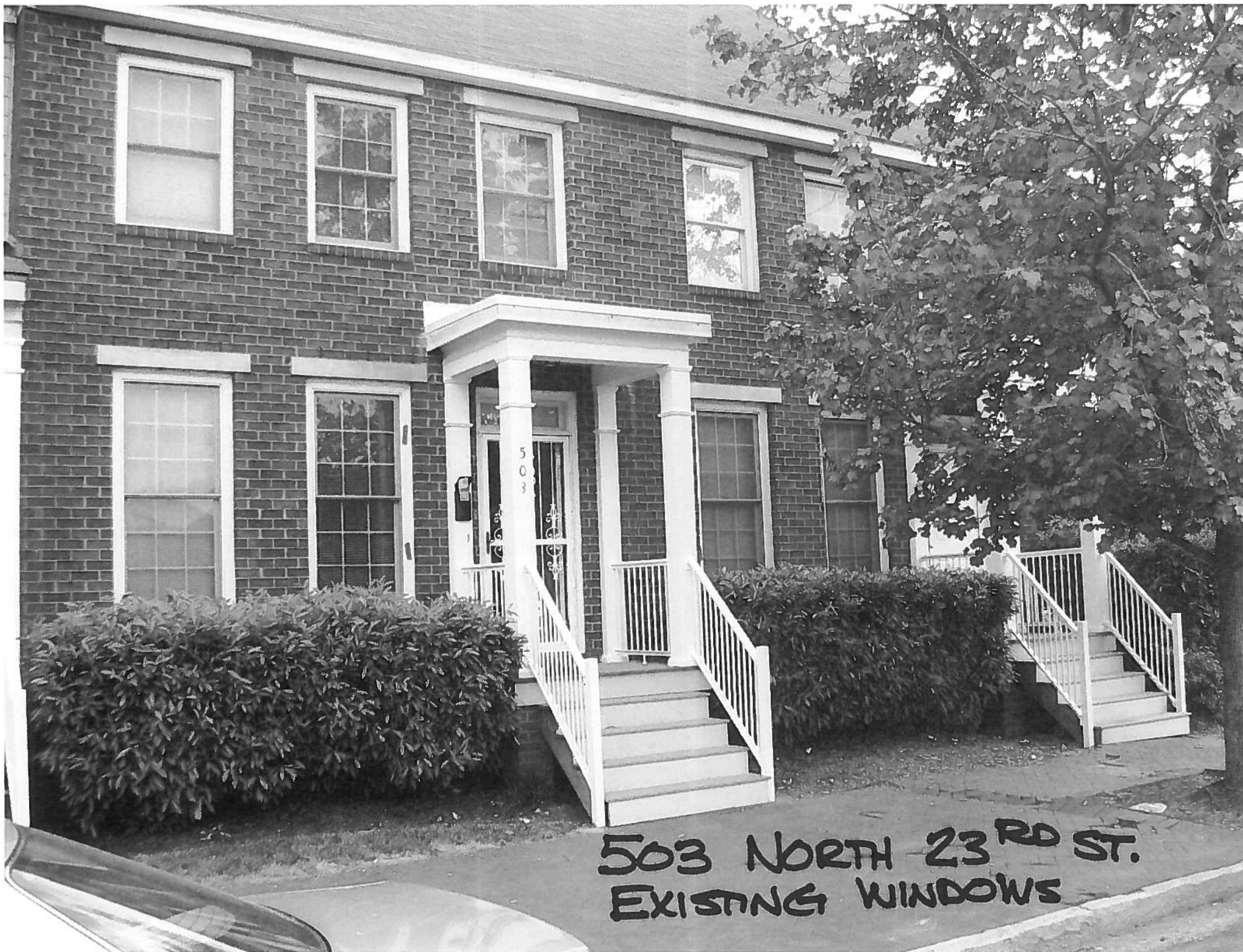
### To Tilt Bottom Sash

1. Unlock window.
2. Raise the bottom sash approximately 1" to 2".
3. Push and hold tilt latches toward the center of the window, while pulling inward. Tilt approximately 90°.
4. Hold sash at the bottom and push down on one side while holding the other side in position. This will disengage pivot bars located at the bottom of the sash from the balance shoe in the jamb track.

### To Replace Sash

5. Replace sash by inserting one pivot bar into balance shoe, tilt sash and guide other pivot bar into the balance shoe.
6. Tilt sash into original position.
7. Push sash into original position.
8. Lower sash and lock.





503 NORTH 23<sup>RD</sup> ST.  
EXISTING WINDOWS

503 N. 23RD STREET  
EXISTING WINDOW

