

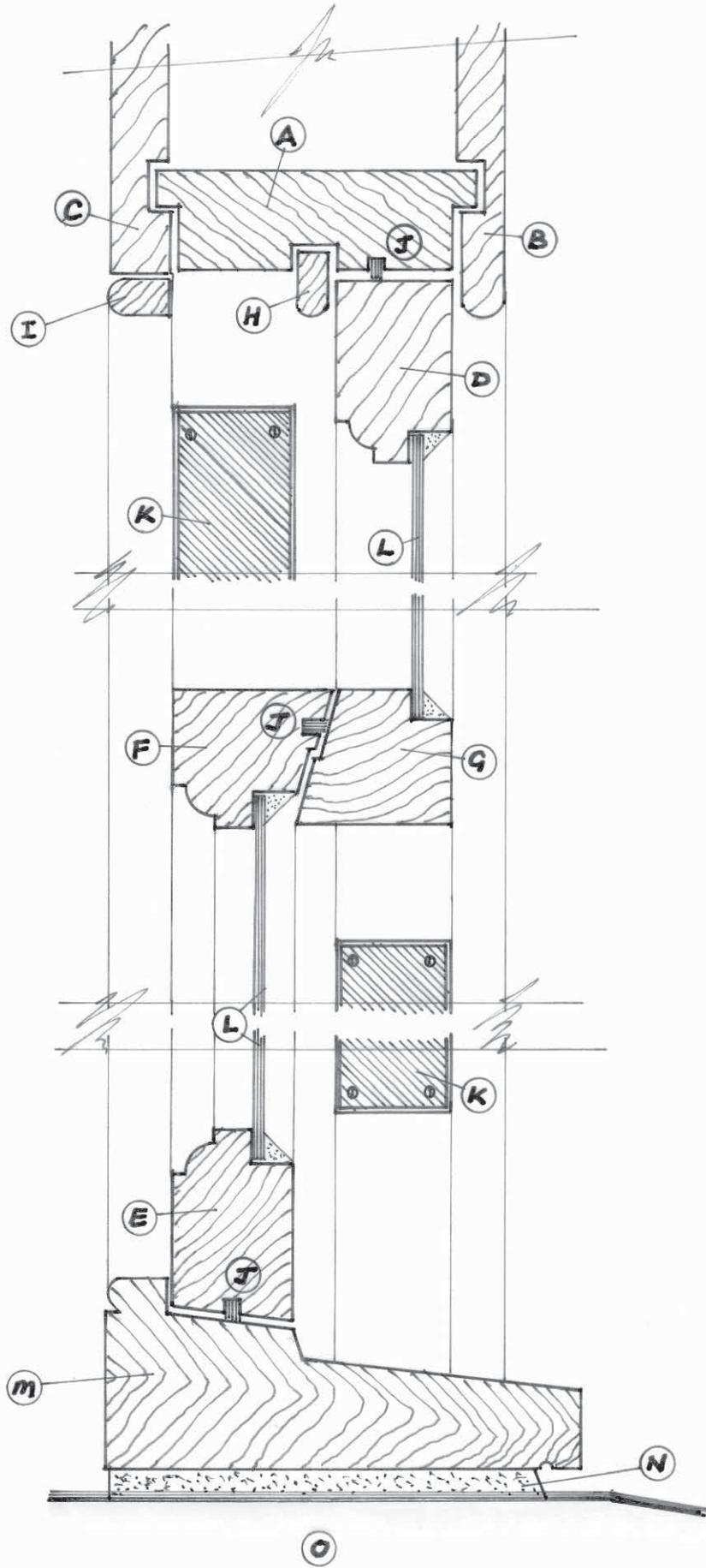
**CONSERVATION AREA
REGENERATION SCHEME**

**CAMPBELTOWN
WINDOWS
PROJECT**

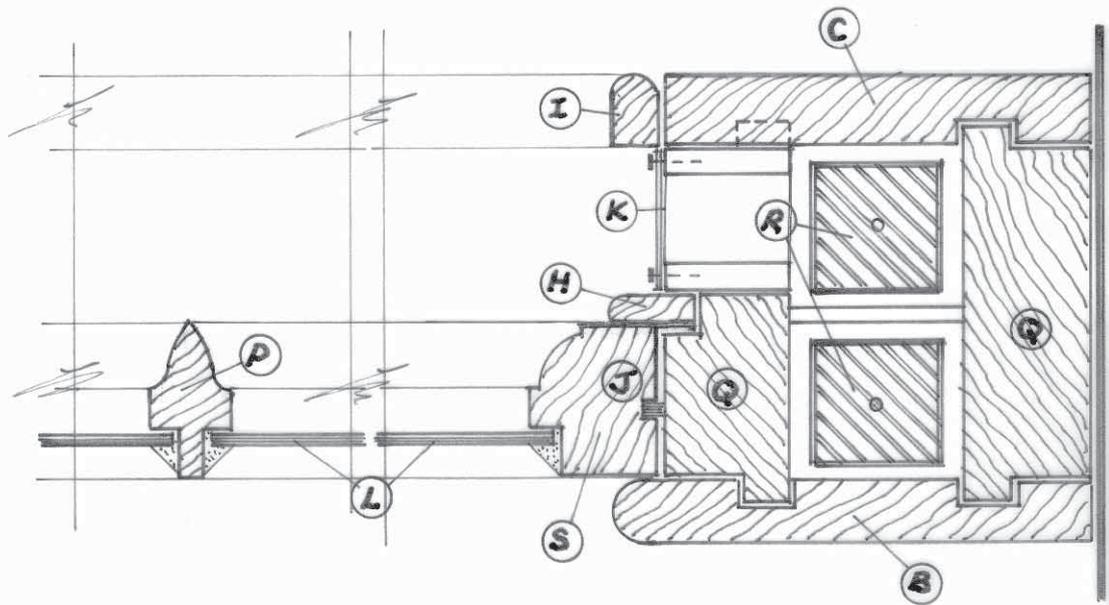
**Guidance Notes on the
Manufacture and Installation of
Sash and Case Windows
October 2009**



Typical Details



Vertical Section Through Window
(Refer to Glossary of Terms)

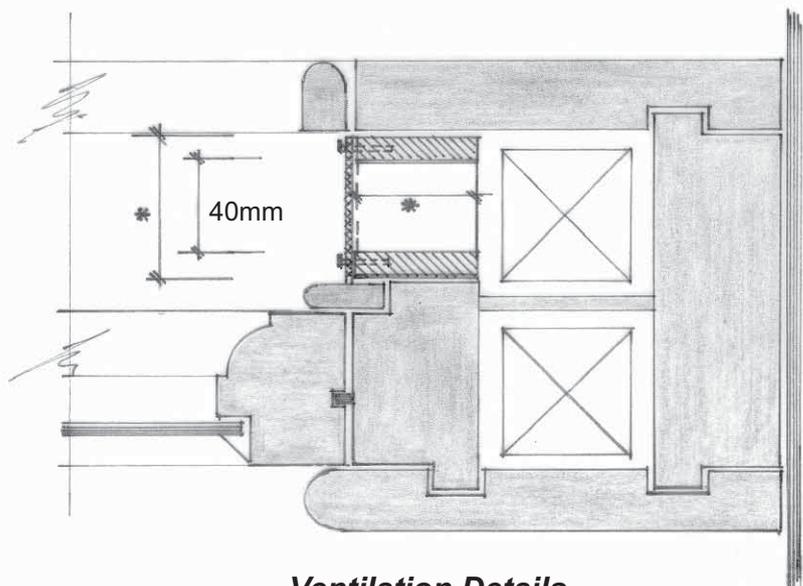


Horizontal Section Through Jamb of Window
(Refer to Glossary of Terms)

Glossary of Terms:

- | | |
|------------------------------------|---------------------------------|
| A Head detail | K Ventilation grille |
| B Window case | L Glazing |
| C Inner lining | M Window sill / cill |
| D Top rail / top sash | N Bedding / grouting |
| E Bottom rail / lower sash | O Sub sill if relevant |
| F Meeting rail / lower sash | P Astragal / glazing bar |
| G Meeting rail / top sash | Q Pulley stile |
| H Parting bead | R Lead weights |
| I Baton rod | S Glazing stile |
| J Draught proofing | |

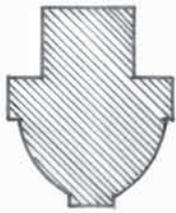
Cut out 40mm diameter holes into pulley stile adjacent both top and bottom sashes, on both sides of window. Fit over exterior face of holes stainless steel mesh code 227s (grade 304 s15) presprayed to match colour of window, secured to stile with non-ferrous screws. Number of holes required determined by location of window.



Ventilation Details

* Dimensions vary to suit specific windows

Glazing Bar / Astragal Variation



Fillet and Ovolo



Astragal and Hollow



Lambs Tongue

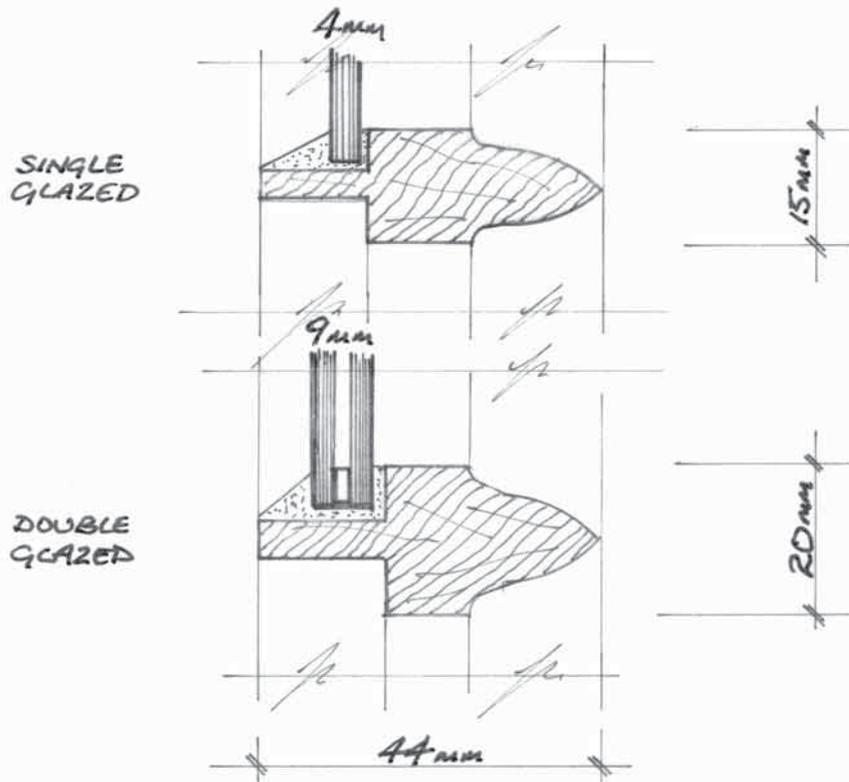


Broken Lambs Tongue



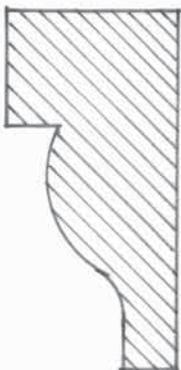
Gothic

Glazing Details



Section through horizontal glazing bar/astragal

Horn Details



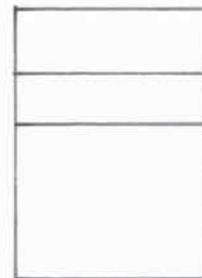
A. Side



A. Front



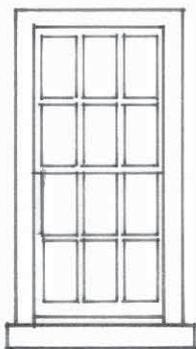
B. Side



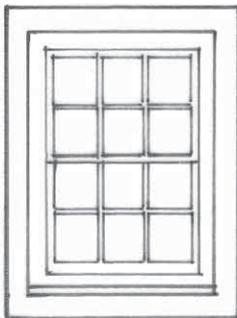
B. Front

On some windows the sash stiles will project beyond their rails forming protruding Horns/Shoulders, similar to those shown opposite. These generally occur on windows which post date 1840.

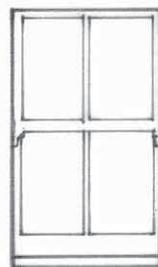
Common Examples of Historic Window Styles



A. Early 18th Century



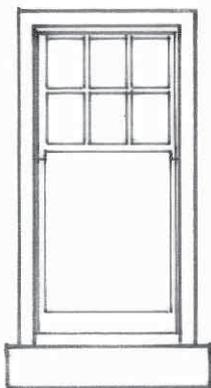
B. Late 18th Century



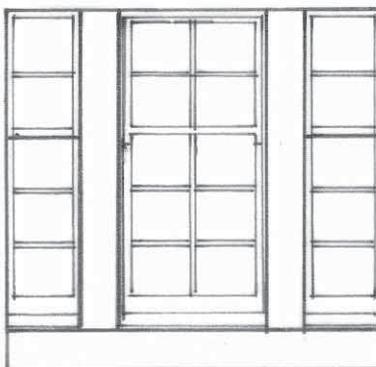
C. Late 19th Century



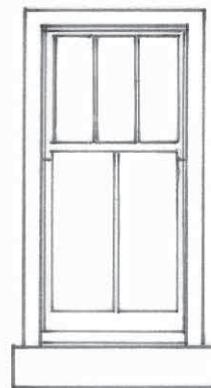
**D. Late 19th
Early 20th
Century**



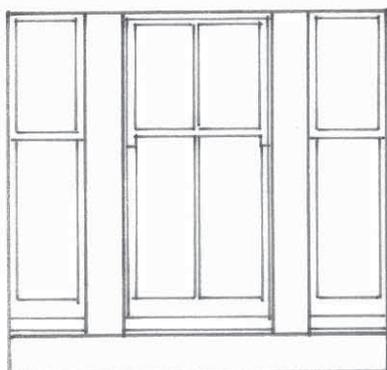
**E. Early 20th
Century**



F. Mid/Late 19th Century



**G. Mid/Late 19th
Century**



H. Late 19th Century

Note: The examples shown here reflect typical examples of window styles found within Campbeltown during and around the dates identified.

Technical Specification

1: Window Construction

The design and construction of the new windows will follow where possible traditional detailing and specification. Where alternative methods or materials are proposed these will be as specified below or on the adjacent drawings. Where work is completed which does not comply with these requirements it will be required to be made good to the standards presented in these guidance notes or those of Argyll and Bute Council.

2: Timber Quality

All timber used in the manufacture and construction of these windows shall be high quality European softwood obtained from a reputable sustainable source, complying with all aspects of BS EN 942 and BS 1186 parts 2 and 3. All new sills shall be high quality European hardwood. Proof of such will be required with purchase from the manufacturer/supplier.

3: Draught Proofing

All windows will be provided with a proprietary draught proofing system all as shown on the sectional details in this guidance note. The design and quality of these should be approved by the CARS and THI Project Officer of Argyll and Bute Council before use.

4: Ventilation

In accordance with current building standards all windows shall be provided with side positioned ventilation grilles, all as shown on the sectional details in this guidance note. No other form of ventilation provision will be accepted for these windows. The size of ventilation holes/grille will vary depending upon relevant room area and location.

5: Glass and Glazing

The type of glazing appropriate for each window will be dependent upon the listed status of the building into which the windows are to be installed. In the case of Grade A and some B listed buildings only single glazing will be approved, all other buildings can be provided with appropriate 9mm thick double glazing from a recognised supplier. Secondary glazing should be considered as an alternative option. All glass shall be sprung and putty fixed or synthetic equivalent, and should comply with BS 952 and BS 6262. Where windows require special or safety glazing these should meet the requirements of the current Scottish Building Standards or Health and Safety Executive.

6: Window Furniture

All window furniture shall be of high quality lacquered brass fittings and locks.

7: Manufacture

The manufacture of these windows must be carried out by a recognised joinery company. The standards and quality of manufacturing should be of the highest level and comply fully with the requirements as set out in this guidance note. Work which does not satisfy these conditions will not be approved for grant aid and listed building consent where necessary.

8: Installation on Site

The installation of the windows shall be carried out by a suitable firm of contractors experienced with such works and with the repair and conservation of Historic Buildings. All works carried out to the building during these operations shall be guided by and comply wherever possible with BS 7913: The Principles of the Conservation of Historic Buildings. All works shall comply with all current relevant health and safety legislation.

9: Decoration and Maintenance

All windows shall be knotted, stopped and primed on all faces prior to installation. Upon completion of the installation, the windows will be painted with a further two under coats and a final top coat of a high quality exterior paint system from a recognised paint manufacturer. The windows should then be regularly maintained and redecorated to ensure continued longevity and performance.

10. Swing Hinge Mechanism

Where windows are located in positions that exterior cleaning is restricted/prevented, it is suggested that these windows should be provided with a suitable swing hinge opening system, to enable the lower sash to open inwards to assist with cleaning and maintenance.

General Matters:

All works relating to the manufacture and installation of the new windows shall be carried out in accordance with the details and information as presented in this guidance note. No deviation from these requirements will be accepted. If such a situation is proposed this should first be presented to the CARS and THI Project Officer for Argyll and Bute Council, who will consider the proposal, and advise accordingly. No such deviation shall be carried out until a written approval has been received from Argyll and Bute Council.

Where you have any general queries or you are uncertain as to the exact requirements of these guidance notes and the CARS and THI grant aid system, you must contact the CARS and THI Project Officer for Argyll and Bute Council to ensure you are fully aware of these conditions, and your own commitment to the scheme.

Please note all drawings presented in this guidance note are not to a specific scale and cannot therefore be accurately scaled from.

Information provided in this guidance note is based on current information, but it remains the responsibility of the applicant to assess the suitability or otherwise of the provided specifications in relation to their own particular proposal. In the event of a formal application being submitted, the Council must take into account views of consultees and representations as appropriate. Finally, it should also be noted that this leaflet contains the views expressed by Council Officers and their professional advisors and may not necessarily be those of the Committee.

Additional Specific Items/Planning Conditions (please add hand written notes):

*This Guidance Note has been prepared for and on behalf of Argyll and Bute Council
by Gleeson Historic Building Consultants: Kenmore, Inveraray, Argyll, PA32 8XT.
August 2009*



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