



**AGENDA**  
**HISTORIC PRESERVATION BOARD**  
Lakeland City Hall, City Commission Chambers  
February 26, 2026, 8:30 A.M.

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In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this proceeding, or those requiring language assistance (*free of charge*) should contact the City of Lakeland ADA Specialist, Kristin Meador, no later than 48 hours prior to the proceeding, at (863) 834-8444, Email: [ADASpecialist@lakelandgov.net](mailto:ADASpecialist@lakelandgov.net). **If hearing impaired**, please contact the **TDD numbers**: Local – (863) 834-8333 or 1-800-955- 8771 (TDD-Telecommunications Device for the Deaf) or the **Florida Relay Service** Number 1-800-955-8770 (VOICE), for assistance.

Anyone deciding to appeal a decision by the Board on any matter considered at this or any subsequent meeting will need a record of the proceedings, and for purposes of that appeal, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

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- I. Call to order, determination of a quorum, and roll call
- II. Review and approval of the January 22, 2026 Historic Preservation Board meeting minutes
- III. Old Business:
  - A. Historic Lakeland, Inc. Watch List Report
    - i. 2430 New Jersey Road\*
    - ii. 632 Easton Street\*
    - iii. 2304 Carolina Avenue\*
    - iv. 417 Frank Lloyd Wright Way (C.W. Deen House)
    - v. 412 N. Massachusetts Avenue\*
    - vi. 104-106 E. Main Street (Hartsell Building)
    - vii. 121-123 N. Kentucky Avenue (Montgomery Ward Building)
    - viii. 321 W. Peachtree Street\*
    - ix. 809 Cornelia Avenue
- IV. New Business: NONE
- V. Adjourn for Design Review Committee

\*Not located within a Historic District.

## MINUTES

### HISTORIC PRESERVATION BOARD

City Commission Chambers  
Thursday, January 22, 2026  
8:30 a.m.

*(Please note: These meeting minutes comply with FS 286.011 and are not intended to be a verbatim transcript.)*

The City of Lakeland Historic Preservation Board met in Regular Session; Bruce Anderson, Abigail Hunt-Tidwell, Natalie Oldenkamp, Chris Olson, Cesar Perez, and Michael Porter were present. Community & Economic Development Department staff Emily Foster, Senior Planner, Historic Preservation and Christelle Burrola, Planning Assistant, and Katie Prenoveau, Assistant City Attorney, were also present.

#### I. **Call to Order and Determination of a Quorum**

Chair Dr. Bruce Anderson called the Thursday, January 22, 2026 meeting of the Historic Preservation Board (“Board”) to order at 8:32 a.m. A quorum was reached, as six Board members were present.

#### II. **Review and Approval of Previous Meeting Minutes**

Mr. Chris Olson motioned to approve the December 18, 2025 meeting minutes as presented. Ms. Natalie Oldenkamp seconded the motion. The motion passed 6—0.

#### III. **Old Business:**

- A. Historic Lakeland, Inc. Watch List Report. Ms. Emily Foster provided the Board with an update on 302 E. Belvedere Street.
- i. 2430 New Jersey Road\*
  - ii. ~~302 E. Belvedere Street \*~~
  - iii. 632 Easton Street\*
  - iv. 2304 Carolina Avenue\*
  - v. 417 Frank Lloyd Wright Way (C.W. Deen House)
  - vi. 412 N. Massachusetts Avenue\*
  - vii. 104-106 E. Main Street (Hartsell Building)
  - viii. 121-123 N. Kentucky Avenue (Montgomery Ward Building)
  - ix. 321 W. Peachtree Street
  - i. 809 Cornelia Avenue

\*Not located within a Historic District; brief building histories provided to Board

#### IV. **New Business:**

- A. Workshop to discuss Certificate of Review application and submittal process, following Design Review Committee meeting. (City Commission Conference Room)

#### V. **Adjourn for Design Review Committee.**

The meeting adjourned at 8:36 a.m.

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Chair, Historic Preservation Board

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Senior Planner, Historic Preservation



**AGENDA**  
**DESIGN REVIEW COMMITTEE**  
Lakeland City Hall, City Commission Chambers  
February 26, 2026  
immediately following the Historic Preservation Board Meeting

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- I. Call to order, determination of a quorum, and roll call.
- II. Review and approval of the January 22, 2026 Design Review Committee meeting minutes.
- III. Review Certificates of Review administratively approved since the previous meeting.
- IV. Consideration of Certificate of Review Applications:
  - A. Oath Administration for Public Testimony by Assistant City Attorney.
  - B. [HPB26-012 – 811 Cumberland Street](#)** – Final Approval requested to replace eleven wood windows with white vinyl windows on the second story of the house at the subject address. Owner: Loren Hulse Revocable Trust. Applicant: West Shore Home.
- V. Other Business: None
- VI. Adjournment.

## MINUTES

### DESIGN REVIEW COMMITTEE

City Commission Chambers

Thursday, January 22, 2026

Immediately following Historic Preservation Board meeting

*(Note: These meeting minutes comply with F.S. 286.011 and are not intended to be a verbatim transcript.)*

The City of Lakeland Historic Preservation Board's Design Review Committee met in Regular Session; Bruce Anderson, Natalie Oldenkamp, Chris Olson, Cesar Perez and Michael Porter were present. Historic Preservation Board member Abigail Hunt-Tidwell was also present. Community & Economic Development Department staff Emily Foster, Senior Planner, Historic Preservation and Christelle Burrola, Planning Assistant, and Katie Prenoveau, Assistant City Attorney, were also present.

#### **I. Call to Order and Determination of a Quorum**

The meeting was called to order by Chair Michael Porter at 8:36 a.m. The Committee roll call was performed and a quorum was present.

#### **II. Review and Approval of the Previous Meeting Minutes**

Mr. Chris Olson made a motion to approve the December 18, 2025 minutes as presented. Dr. Bruce Anderson seconded the motion. The motion passed 5—0.

#### **III. Review of Certificates of Review administratively approved.**

A list of fourteen (14) administratively approved Certificate of Review projects covering the period 12/9/25-1/15/26 was included with the agenda packet. In response to Ms. Natalie Oldenkamp, Ms. Emily Foster confirmed that the new fence for 1520 Boone Place (HPB25-231) will be a wood picket fence for the front yard portion. There were no additional questions or comments about these projects.

#### **IV. Consideration of Certificate of Review Applications:**

**A.** Oath Administration for Public Testimony by Assistant City Attorney Katie Prenoveau.

**B.** **HPB25-236 – 204 Ariana Street** – Final Approval requested to construct a new accessory dwelling unit in the rear yard of the subject property. Owner: Janice Horzempa. Applicant: DBR Construction LLC.

Chair Porter introduced the request and then asked if there were any conflicts of interest pertaining to this agenda item. There were no conflicts.

Ms. Emily Foster presented the staff report, stating the subject property consists of an interior lot that is 0.23 acres in area. On the property is a one-story single-family house, constructed circa 1938 in the Frame Vernacular architectural style, and is a contributing building in the Dixieland Historic District, as of the 2025 resurvey. According to the Polk County Property Appraiser's office, the total living area of this house is 1,088 square feet. The Applicant proposes to construct a new Accessory Dwelling Unit at the rear of the

property. The overall dimensions of the proposed ADU are 23 feet 8 inches by 23 feet 8 inches with a total living area of 419.3 square feet. The ADU will have a gabled roof with a 9/12 pitch and a small integrated porch on the front (north) elevation, as well as a 'lean-to' storage area on the west side elevation. Materials proposed to be used for the ADU include:

- Concrete slab foundation and CMU structure
- Fiber-cement siding, trim, and corner boards
- Vinyl windows with a one-over-one lite configuration
- Fiberglass entry door
- Asphalt/fiberglass architectural roofing shingles
- Fascia is TBD, and vinyl soffit

The site plan submitted for this request shows building setbacks that comply with the requirements set forth in the City's Land Development Code.

Ms. Foster stated that the request was evaluated using Article 11 of the Land Development Code, Secretary of the Interior's Standards #9 and #10, and Chapter 4 of the Design Guidelines for Historic Properties. Staff finds that this proposed new construction does not disturb the spatial relationships of surrounding buildings, and the essential form and integrity of the principal house is maintained. In evaluating the request with the Design Guidelines, staff finds the subordinate scale of the ADU and its simplified design to be consistent with the Design Guidelines. Staff also finds the materials, fenestration, and roof form and pitch to be consistent with the Design Guidelines, and the structure is appropriately located to the rear of the lot. This structure is compatible with the development pattern in the Dixieland neighborhood, in which accessory dwellings are commonly found in both historic and contemporary forms. Finally, while the proposal generally conforms with the requirements of Land Development Code ("LDC") concerning accessory dwelling units, this ADU proposal will require approval by the Planning and Zoning Board prior to receiving a building permit. To comply with the ADU development requirements in the LDC, the site plan will need to be revised to show one parking space for the ADU. Ms. Foster stated staff recommends Final Approval of the request with the condition that windows must be installed with a recess to provide a shadow line instead of installed flush with the exterior wall.

Chair Porter asked if the applicant had any additional comments or questions. Mr. Shaun Irwin was present in support of the request. Mr. Irwin had no additional comments or questions.

In response to Chair Porter, Mr. Irwin stated he agrees with the recommendation.

Discussion ensued among the Applicant and Board regarding the corner boards and columns.

**MOTION: Final approval of the request with the condition recommended by staff. (B. Anderson/C. Olson, 5—0).**

**V. Other Business: NONE**

**VI. Adjournment:** There being no further business, the meeting was adjourned at 8:56 a.m.

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Chair, Design Review Committee

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Senior Planner, Historic Preservation

Number Location Description	Milestone	Approved
<a href="#">HPB26-010</a> 122 LAKE AVE S, LAKELAND, FL 33801 Replacing 6 metal awning windows size for size with one vinyl horizontal slider window (FL# 5179.9) and 5 vinyl single-hung sash windows (FL#5414.4)	Certificate of Review with Conditions Issued	01/23/26
<a href="#">HPB26-011</a> 549 HANCOCK ST W, LAKELAND, FL 33803 Installation of 6' wood stockade fence at sides/rear of property and 4' aluminum rail fence at rear of property.	Certificate of Review Issued	01/16/26
<a href="#">HPB26-013</a> 1201 FLORIDA AVE S, LAKELAND, FL 33803 Refacing of existing Marathon gas station canopy fascia. Plastic with external lighting only on fascia - marathon logo 20 sqft 48" in height 60" in width will not be lighted.	Certificate of Review Issued	01/20/26
<a href="#">HPB26-014</a> 840 WALNUT ST E, LAKELAND, FL 33801 Construction of below ground pool with travertine decking. Pool not visible from street; located in back yard.	Certificate of Review Issued	01/21/26
<a href="#">HPB26-015</a> 414 PATTERSON ST W, LAKELAND, FL 33803 Install 40 linear feet of 6'h full privacy tan vinyl fence in rear yard of subject property.	Certificate of Review Issued	01/23/26
<a href="#">HPB26-016</a> 606 PATTERSON ST W, LAKELAND, FL 33803 Replacing the current interior wood fencing with white vinyl privacy fencing in rear yard of subject property.	Certificate of Review Issued	01/23/26
<a href="#">HPB26-017</a> 1034 MISSISSIPPI AVE, LAKELAND, FL 33803 Replacement of badly deteriorated wood windows on the north side of our house and on the south side of our house. The front and rear windows will not be replaced. The existing windows (total of 9) on the side elevations of house are in very poor shape and they have already been refurbished over 10 years ago, but they are very rotted currently. The windows are about to fall out and are allowing water intrusion in interior walls. Replacement windows will be vinyl single-hung sash windows with a exterior mounted Prairie grid on the upper sash to match the historic windows (FL#1435).	Certificate of Review with Conditions Issued	02/05/26
<a href="#">HPB26-018</a> 517 WILSON AVE S, LAKELAND, FL 33801 Remove and replace existing concrete driveway including apron and sidewalk, add new 8'5 x 19 concrete pad near right elevation fenceline. Driveway flares will be 3'. The curb will have a 3' transition in the apron. 12"x12" footer will be placed where apron meets the road. The sidewalk will meet ADA standards max 2% cross slope. The thickness of the apron will be 6". The rest of the driveway is 4" thick with 3000psi.	Certificate of Review Issued	02/05/26
<a href="#">HPB26-021</a> 606 PATTERSON ST W, LAKELAND, FL 33803 Conversion of existing screened rear porch/addition to enclosed conditioned space within the current footprint and roofline. Work includes removal of screen panels and windows, installation of framed exterior walls, insulation, drywall, and installation of a rear door matching existing size and location.	Certificate of Review Issued	02/13/26
<a href="#">HPB26-023</a> 948 PALMETTO ST E, LAKELAND, FL 33801 Install 78' of 6' High Golden Oak Tongue and Groove PVC Fence with matte finish in the west side and rear yards.	Certificate of Review Issued	02/04/26

[HPB26-024](#)

Certificate of Review Issued

02/04/26

1000 PENNSYLVANIA AVE, LAKELAND, FL 33803

ADDING SLEEPER SYSTEM WITH DECKING AND HANDRAILS TO FLAT ROOF ON NORTH SIDE ELEVATION OF HOUSE. DOOR FROM MASTER BEDROOM TO DECK IS ALREADY EXISTING WE ARE JUST MAKING THE SPACE USABLE.

[HPB26-025](#)

Certificate of Review Issued

02/16/26

923 CUMBERLAND ST, LAKELAND, FL 33801

Installation of a new set of concrete steps on the driveway side of the front porch and new wood railings wrapping the existing porch.

[HPB26-028](#)

Certificate of Review Issued

02/13/26

826 SUCCESS AVE, LAKELAND, FL 33801

CHANGE OUT GARAGE DOOR SIZE FOR SIZE

Heritage 1000 Short Panel, White, Size 9'x7', With SP Glass (FL#31372.29). Design is the same as existing.

**Total Planning Projects Approved: 13**



**HISTORIC PRESERVATION BOARD  
DESIGN REVIEW COMMITTEE  
STAFF REPORT  
February 26, 2026**

<b>Project #</b>	<b>HPB26-012</b>
<b>Project Type</b>	<b>Exterior Alteration: Replacement Windows</b>
<b>Property Address</b>	<b>811 Cumberland Street</b>
<b>Historic District; FMSF#</b>	<b>South Lake Morton Historic District #PO00530, "T.H. Lander House"</b>
<b>Owner/Applicant</b>	<b>Loren Hulse Revocable Trust \ West Shore Home</b>
<b>Zoning; Context District; Future Land Use; SPI</b>	<b>RA-4; Urban Neighborhood; Residential Medium; South Lake Morton SPI</b>
<b>Existing Use</b>	<b>Residential</b>
<b>Adjacent Properties</b>	<b>Residential</b>
<b>Previous Approvals</b>	<b>N/A</b>

**REQUEST**

The Applicants request approval for eleven replacement windows installed without Design Review approval.

**SUMMARY OF BACKGROUND INFORMATION**

The subject property is an interior lot of record (Park Hill Subdivision, Block E, Lot 5) that is 0.16 acres in size (50' X 135'). This lot contains a single-family house in the Bungalow architectural style, built circa 1925, that is a contributing building in the South Lake Morton Historic District. The two-story house has a rectangular plan oriented to Cumberland Street, and features a double front-gabled roof with a side gabled second story. The front porch is supported by three tapered, stuccoed columns. Additional character-defining features of the house include decorative beams in the gables, 90-degree lattice in the gable vents, stucco cladding, a brick chimney, and a combination of three-over-one wood double-hung sash and ten-lite wood casement windows.

On January 8, 2026, a Code Enforcement violation was issued for replacing eleven windows on the second story of this house without a Certificate of Review and Building Permit. The historic double-hung sash wood windows were replaced with double-hung sash vinyl windows with a three-over-one simulated divided lite appearance with the "grids" sandwiched between the double-pane window glass. All original window trim and casing appear to have been retained.

Based on the code violation, a Stop-Work Order was issued. The Applicant applied for Minor Review (HPB26, but that application was denied as the window replacement was inconsistent with the Design Guidelines for Historic Properties. The Applicant also has applied for a building permit, which is currently pending due to this request. According to the Applicant, the historic wood windows that were removed have been disposed of.

## APPLICABLE GUIDELINES:

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*The Secretary of Interior's Standards for Rehabilitation* ("Standards") and the City of Lakeland's *Design Guidelines for Historic Properties* ("Design Guidelines") are the basis for review per the City of Lakeland Land Development Code ("LDC"), Article 11: Historic Preservation Standards.

The following *Standards* apply to this project:

Standard #9. New additions, exterior alterations, or related new construction will not destroy historic materials, features, and spatial relationships that characterize the property. The new works will be differentiated from the old and will be compatible with the historic materials, features, size, scale, and proportion, and massing to protect the integrity of the property and its environment.

Standard #10. New additions and adjacent or related new construction will be undertaken in such a manner that, if removed in the future, the essential form and integrity of the historic property and its environment would be unimpaired.

The following *Design Guidelines* apply to this project:

Chapter 6 Exterior Architectural Features: Alteration and Maintenance; Sub-Chapter 6.4 Windows and Shutters (for Contributing Buildings)

- Preserve original windows. Original windows should be repaired and restored, rather than replaced.
- Use clear replacement glass to repair broken panes. Do not use tinted, reflective, opaque, or other non-traditional glass types.
- Existing window trim, casing, and other decorative details contributing to the building's character should be preserved. Any replacement of trim, casing and other decorative details surrounding the window must use the same or similar material of the same design, profile, and dimension.
- Window openings should be kept in the same proportion as originally provided. Window head heights should be consistent throughout the building. Avoid enlarging or diminishing window openings to fit air conditioning units.
- Replacement of original windows should only be considered in cases where original windows have deteriorated beyond reasonable repair.
- Replacement window requirements:
  - Window design should reflect the architectural style of the building (see Chapter 5: House Styles for window designs appropriate for specific architectural styles).
  - Must retain the opening size of the original window.
  - Must use the same type of window as the original. Double-hung sash windows may be replaced with a double-hung sash or single-hung sash window.
  - Must retain the same divided lite/pane pattern as the original window. Muntins/grids must be dimensional and mounted to the exterior glass, approximately of the same dimension as the original window;
  - Must be installed with a recess inside the casing of the window opening to produce a shadow line (flush installation is not permitted); box or block frame windows are recommended as fin/flange windows do not produce an adequate recess.
  - Double or grouped windows may not be separated by a standard mull bar and must be separated by a wood or similar material mullion of the same dimension as the original mullion.

- Window must be trimmed out with wood or similar material of the same design, profile, and dimension as the original, including angled sill and top drip edge. It is recommended that the original window trim and casing be preserved.
- Non-historic windows such as jalousie, awning, and aluminum single-hung sash windows, may be replaced with windows that are typical for the architectural style of the building.
- Possible substitutes must be approved by the Historic Preservation Board.

## **ANALYSIS:**

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Typically, window replacement requires only staff-level review and approval, as long as the replacement window complies with the Design Guidelines. Because the request did not comply with the Design Guidelines, it was referred to the Committee for review.

Original windows are character-defining features of a historic building, and their replacement with modern windows can adversely affect the architectural integrity of a building. The architectural style of the subject house is Bungalow, which is expressed in part by its three-over-one historic wood windows. In cases of severe deterioration, replacement windows may be approved as long as adequate justification is provided and the replacement windows match the historic windows in appearance, including: pane configuration, dimensional muntins attached to the exterior glass, installation with an adequate recess and profile, and maintaining or replicating the historic trim and casing.

Staff finds that the justification statement provided by the Applicant does not meet the guidelines for replacing the subject windows, as the statement did not prove the windows satisfied the conditions of being “beyond repair.” Instead, the statement cited poor insulation, increased energy costs, inoperability, and deteriorating wood. In one photograph provided by the Applicant, the sill of the window is clearly rotting due to a window air conditioning unit in that window, and the rot has been caused from the condensation of the A/C unit. The other photographs suggest windows in repairable condition. Further, the Design Guidelines do not include energy efficiency as a reason to replace windows.

While the original window trim was maintained, keeping the original profile of the window openings, staff finds that the replacement window grids are sandwiched between the double-pane window glass, which does not comply with the exterior-mounted, dimensional muntin requirement. In addition, the frame of the replacement window adds bulk to the window opening, which results in a visually smaller window sash than the historic wood windows.

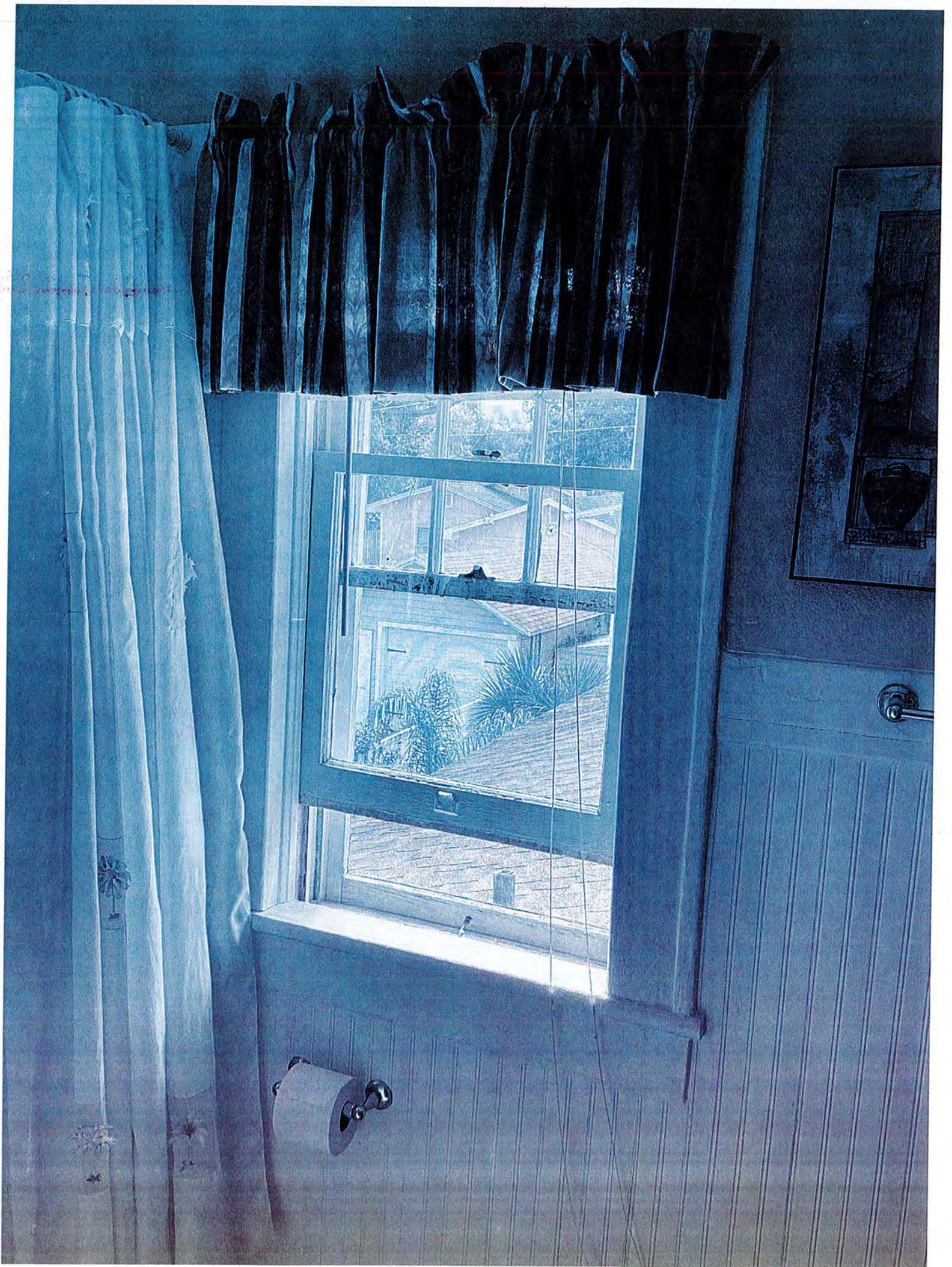
For these reasons, staff finds this request does not comply with the Design Guidelines. As the historic windows have been disposed of, staff suggests replacement wood or composite sashes be constructed to fit within the original frame, per the Design Guidelines (page 225).

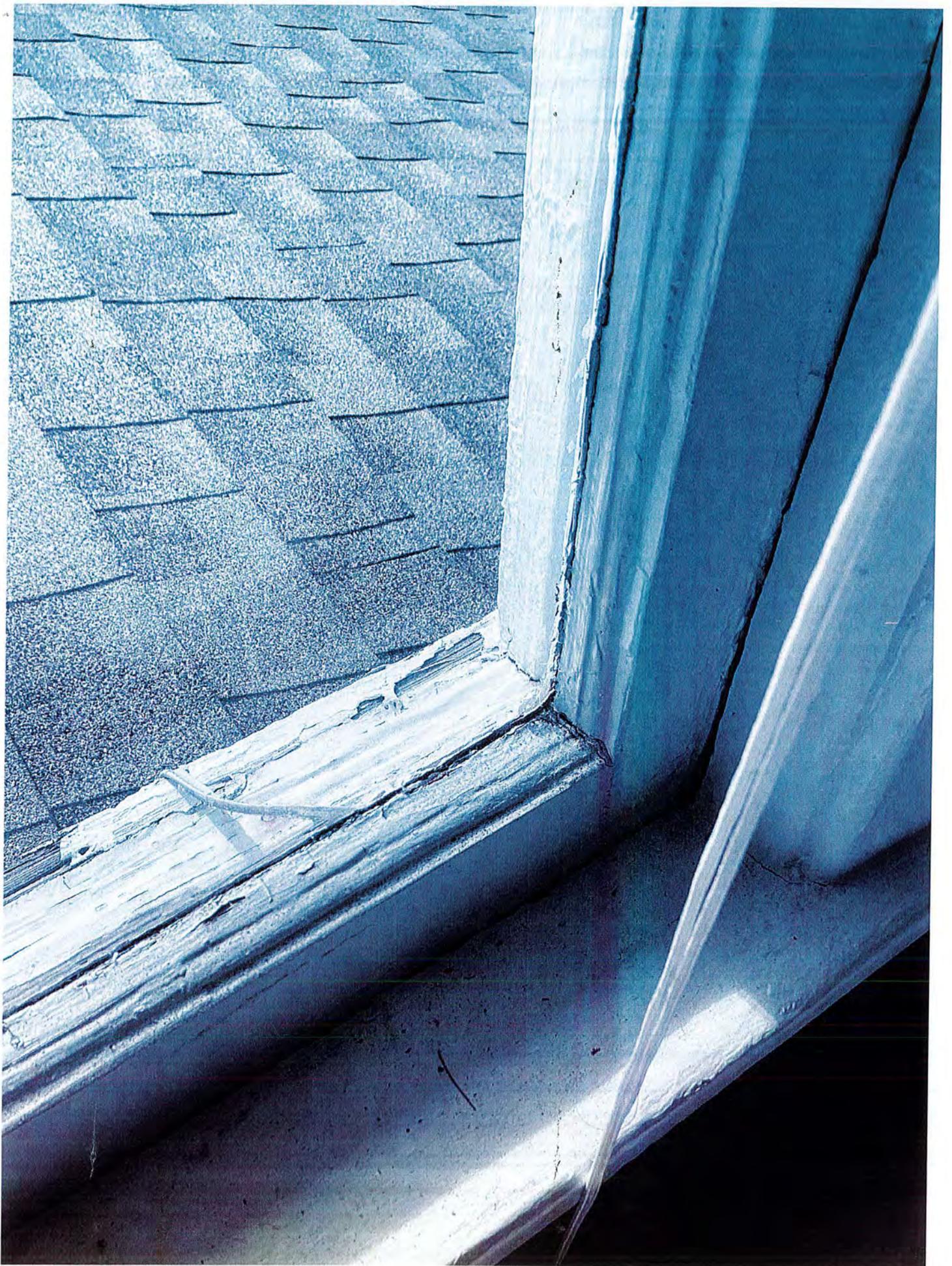
## **STAFF RECOMMENDATION:**

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Denial of the request as submitted.

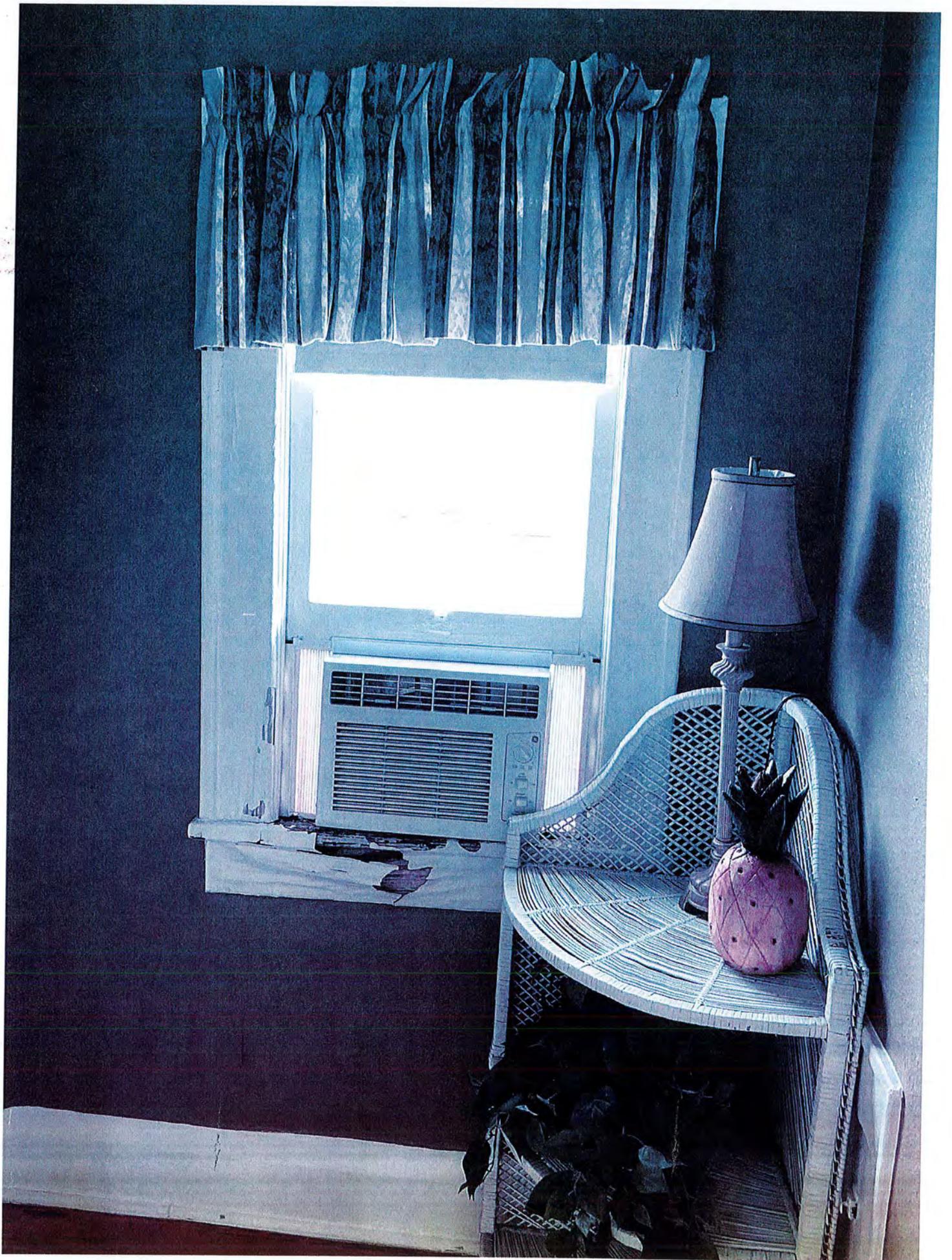
Report prepared by: Emily Foster, Senior Planner, Historic Preservation  
Liaison to the Historic Preservation Board

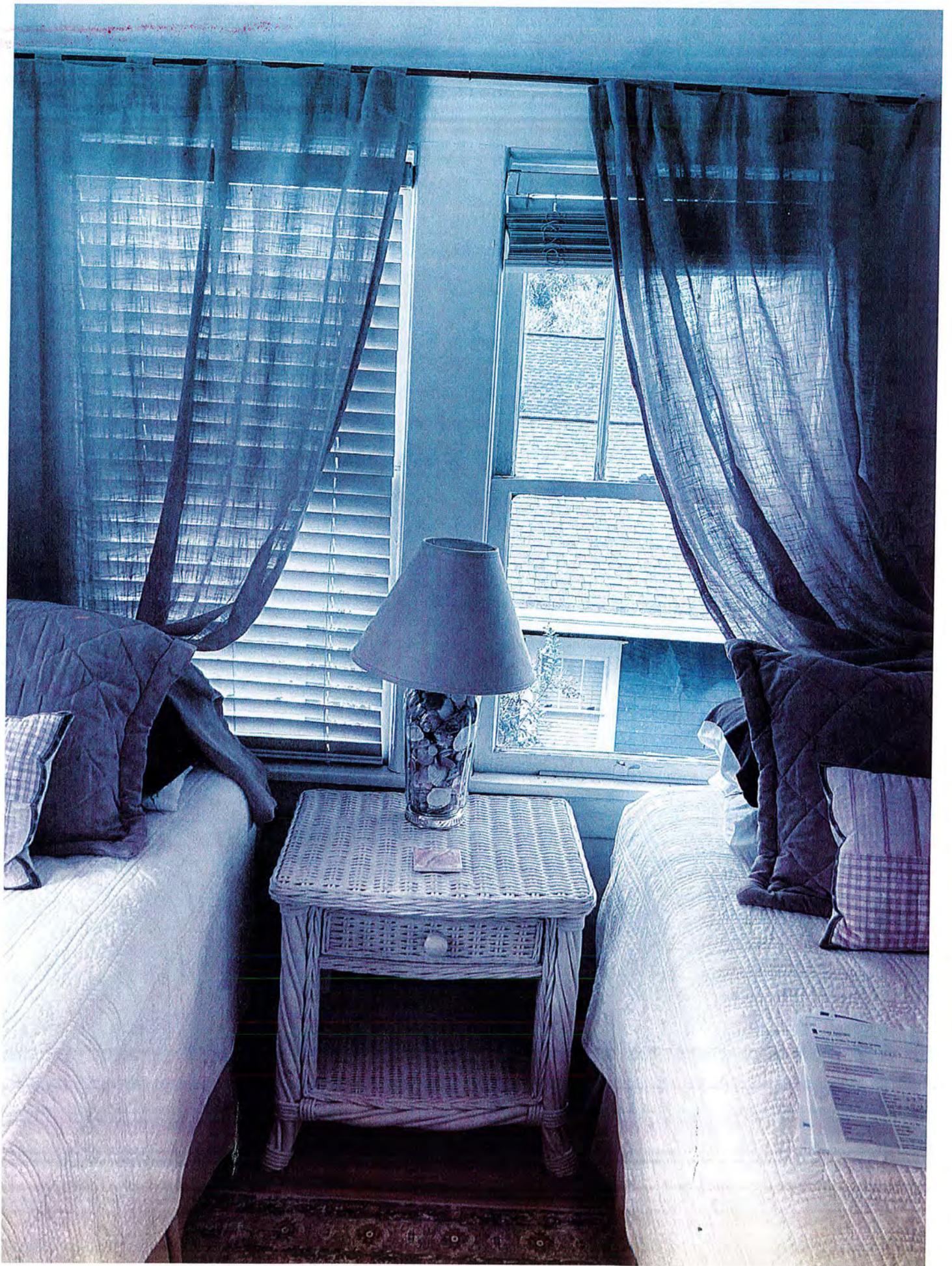


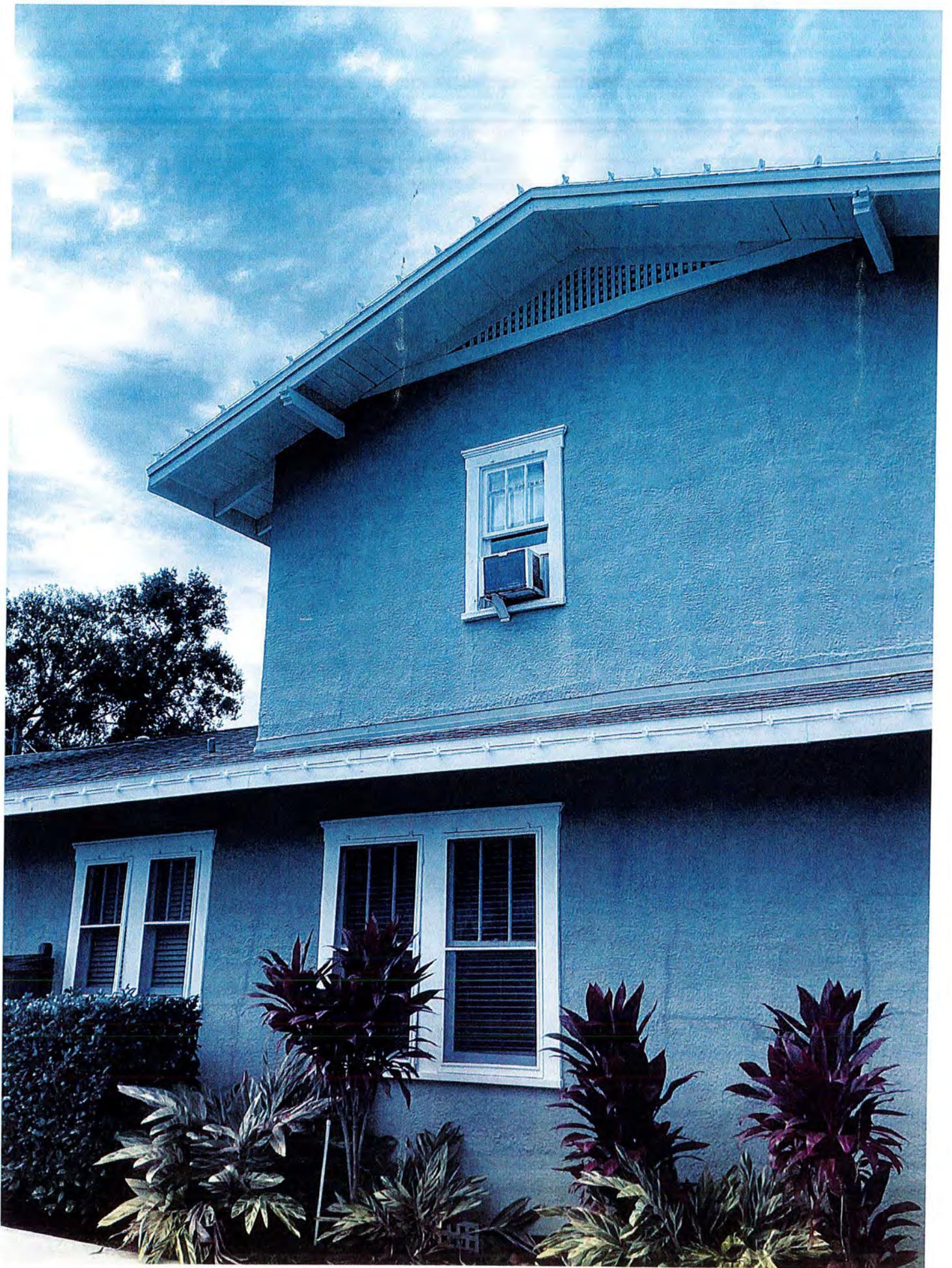




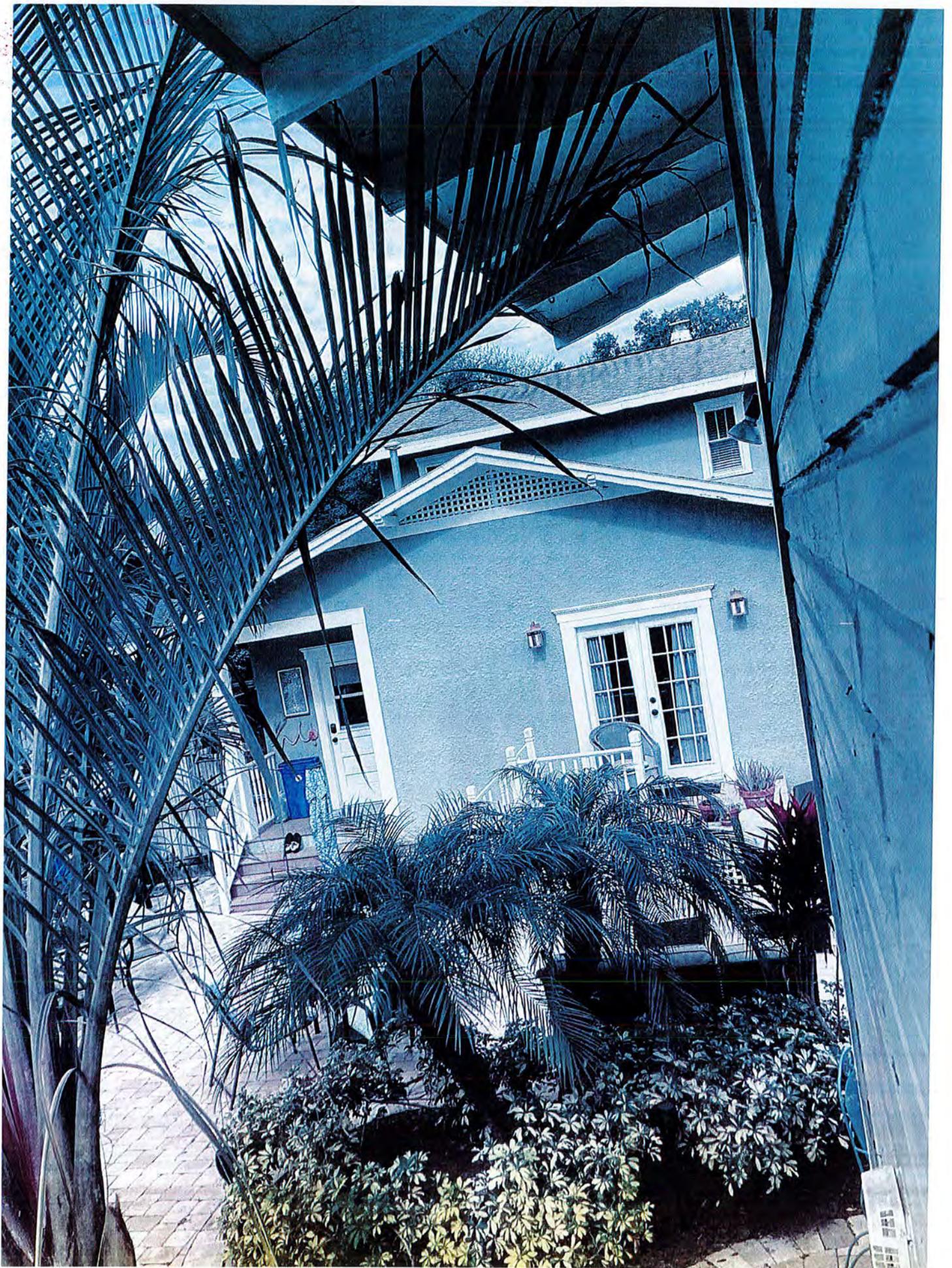


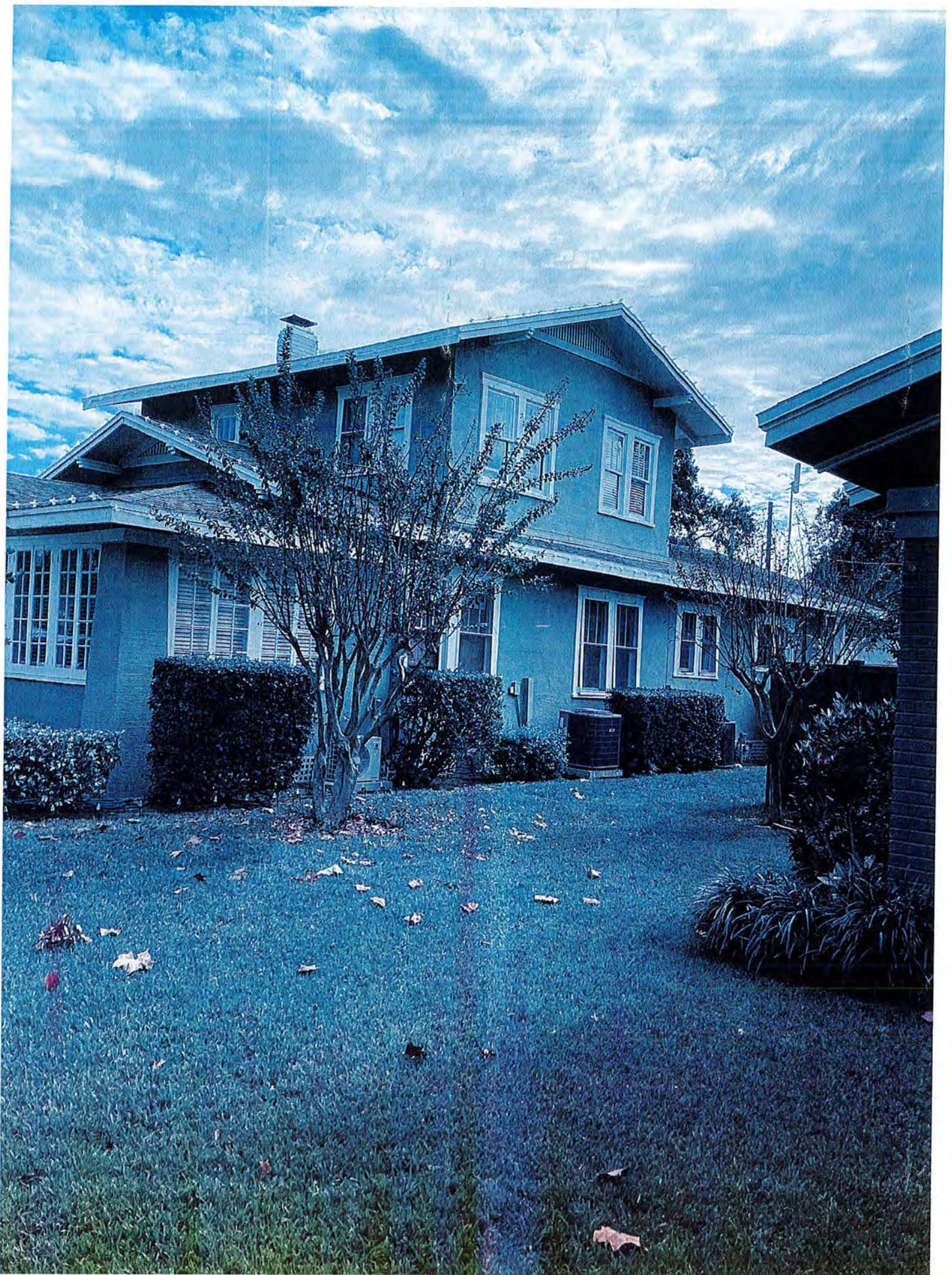


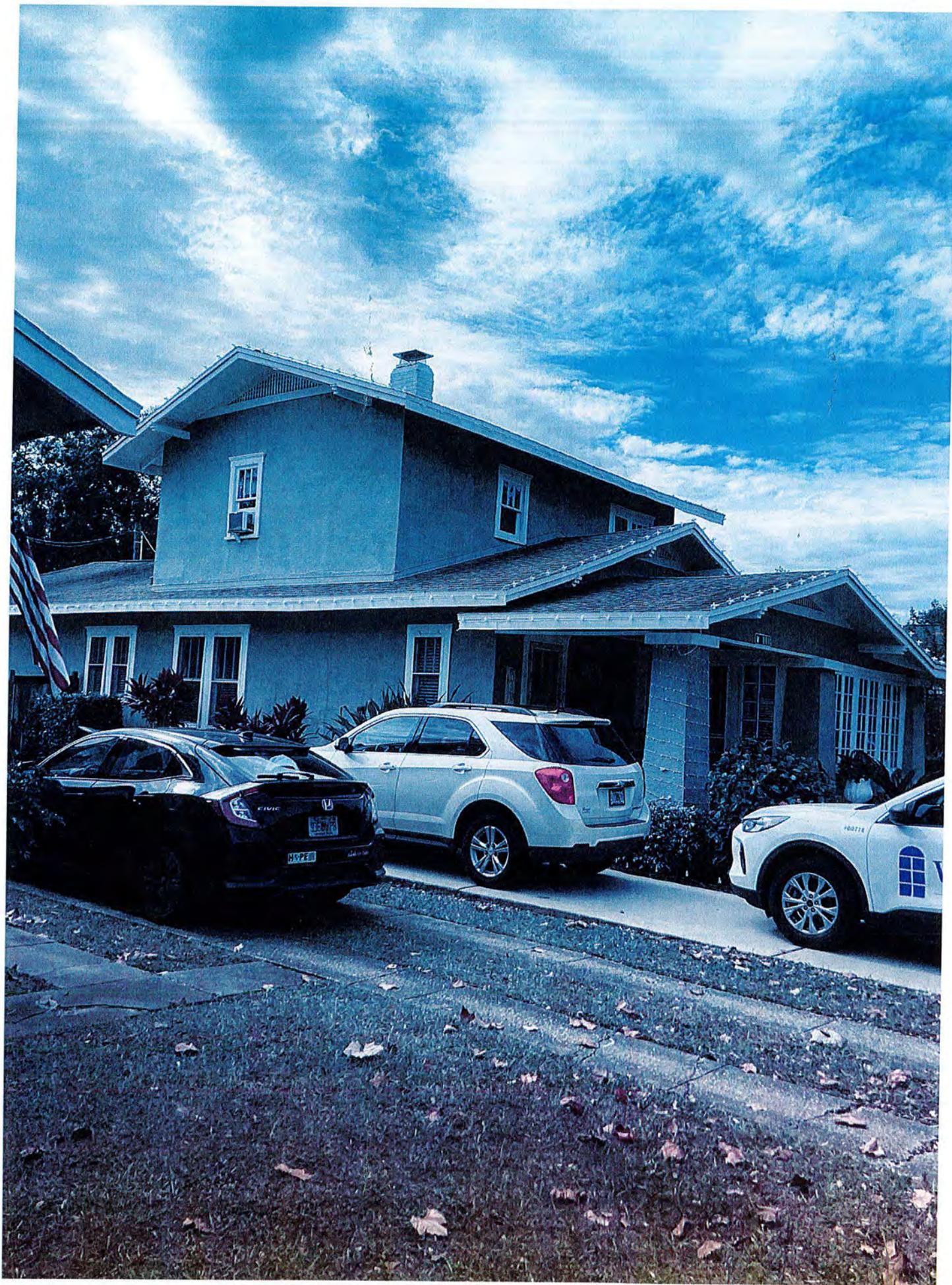












## Justification Statement for Historic Review

Lorene Hulse contacted West Shore Home LLC regarding multiple issues with the existing windows at her residence. The original windows were outdated and constructed of deteriorating wood, resulting in poor insulation, increased energy costs, and added strain on the home's heating and air conditioning systems.

The condition of the windows also created operational and safety concerns. Several windows were difficult or impossible to operate due to age and rot, limiting proper ventilation and functionality. The deteriorated wood further reduced the security of the home and detracted from the appearance of an otherwise well-maintained historic residence.

To resolve these issues while preserving the historic character of the home and neighborhood, West Shore Home LLC was contracted to install new vinyl replacement windows in a white-on-white finish. This selection was made to closely match the original appearance of the existing windows and minimize visual impact to the historic façade. The new windows provide improved energy efficiency, restored operability, enhanced security, and an overall improvement to the home's appearance.

The window replacement supports the continued preservation and livability of the historic property while maintaining compatibility with the architectural character of the surrounding historic district.



# OF INSTALLERS NEEDED: 6

CUSTOMER: Hulse

TECH: Mick

DAYS TO COMPLETE: 1

ADDRESS: 811 Cumberland St Lakeland

LOCATION	QUANTITY	STYLE	WIDTH X HEIGHT	MISC.
Bed 1 & 2	4	DH	27 3/4 x 53 3/4	2 V All DH's
Bed 1 & 2	6	DH	23 5/8 x 45 3/4	
+ Hallway			X	
Guest Bath			X	
			X	
Bed #2	1		23 3/4 x 37 3/4	
			X	
			X	
			X	
			X	
			X	
			X	
			X	
			X	
			X	

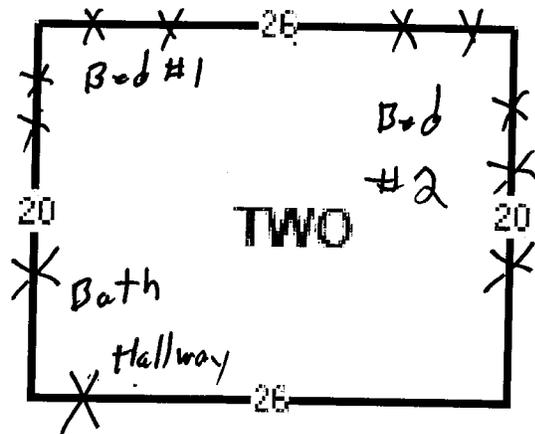
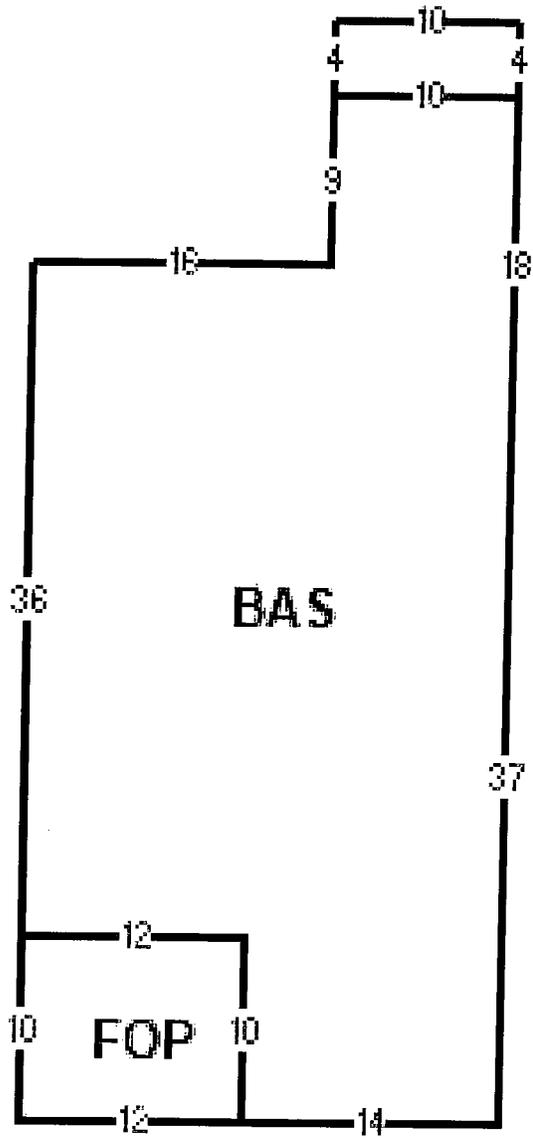
- Type of tear out Wooden
- Any mullions being removed  Yes  No
- Will shutter/blinds fit again  Yes  No
- Bays/Bows
  - Roof or soffit tie in
  - Supports or brick underneath? Condition? \_\_\_\_\_
  - Need jamb depth & projection (degree \_\_\_\_\_)
    - If in brick extend jamb to brick
  - Exterior opening size \_\_\_\_\_
- Shoemold \_\_\_\_\_
- Changes Made  Yes  No

# PPE

NOTES:

# Lead Present!

Second Floor Windows  
May need to replace sill 1" thick  
Hallway





In keeping with our Core Value of *Do the Right Thing Always*, West Shore Home has contracted with one or more Private Providers to perform any required inspection services on work performed in your home in accordance with s. 553.791. This allows us to provide our customers additional peace of mind by utilizing independent verification that work meets all local and state requirements by using an approved Private Provider.

Any applicable permit applications, inspections, and close out will be performed by West Shore Home, LLC and the Private Provider. All documentation required to be submitted will be handled by both West Shore Home, LLC and the Private Provider as necessary. You, as the customer, will not need to do anything. These documents can be made available to you, the Customer, upon request.

By signing below you are acknowledging that you have been made aware of the use of a Private Provider and that you allow both West Shore Home, LLC and CT Solutions of Florida, LLC to act as the Owners Agent, including permission to sign as Owners Agents when necessary.

CT Solutions of Florida, LLC

Customer Name: Lorene Hulse  
Customer Signature: Lorene Hulse  
Date: 12/1/25 WSH Job Number: 577269 Contractor #: CRC1265182



**Product Approval**  
USER: Public User

[Product Approval Menu](#) > [Product or Application Search](#) > [Application List](#) > **Application Detail**



FL # **28486.1**  
Application Type  
Code Version  
Application Status

FL28486-R3  
Editorial Change  
2020  
Approved

\*Approved by DBPR. Approvals by DBPR shall be reviewed and ratified by the POC and/or the Commission if necessary.

Comments  
Archived

Product Manufacturer  
Address/Phone/Email

Regency Plus Inc  
2000 Locust Gap Highway  
Mount Carmel, PA 17851  
(570) 339-3374  
tony@cwbyrpi.com

Authorized Signature

Tony Procopio  
tony@cwbyrpi.com

Technical Representative  
Address/Phone/Email

Tony Procopio  
2000 Locust Gap Hwy  
Mount Carmel, PA 17851  
(570) 339-3374  
tony@cwbyrpi.com

Quality Assurance Representative  
Address/Phone/Email

Category  
Subcategory

Windows  
Double Hung

Compliance Method

Certification Mark or Listing

Certification Agency  
Validated By

National Accreditation & Management Institute  
National Accreditation & Management Institute

Referenced Standard and Year (of Standard)

**Standard**  
AAMA/WDMA/CSA 101/1.S.2/A440

**Year**  
2011

Equivalence of Product Standards  
Certified By

Product Approval Method

Method 1 Option A

Date Submitted  
Date Validated  
Date Pending FBC Approval

04/20/2022  
04/21/2022

**Summary of Products**

FL #	Model, Number or Name	Description
28486.1	Series 8313 Vinyl Tilt Double Hung Window	Series 8313 Vinyl Tilt Double Hung Window 53" x 77" Non-Impact Through Jamb Anchoring.
<b>Limits of Use</b> <b>Approved for use in HVHZ:</b> No <b>Approved for use outside HVHZ:</b> Yes <b>Impact Resistant:</b> No <b>Design Pressure:</b> +50/-50 <b>Other:</b>		<b>Certification Agency Certificate</b> <a href="#">FL28486_R3_C_CAC_NI014261-R3.pdf</a> <b>Quality Assurance Contract Expiration Date</b> 10/31/2028 <b>Installation Instructions</b> <a href="#">FL28486_R3_II_RPLS0076_Rev0_Series-8313-DH_ss.pdf</a> Verified By: Robert J. Amoruso, P.E. FL License No. 49752 Created by Independent Third Party: Yes <b>Evaluation Reports</b> <a href="#">FL28486_R3_AE_PERNo2579_Rev2_FL28486_8313_DH_ss.pdf</a> Created by Independent Third Party: Yes

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[Contact Us](#) :: 2601 Blair Stone Road, Tallahassee FL 32399 Phone: 850-487-1824

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**Product Approval Accepts:**

Credit Card  
**Safe**

**securityMETRICS**

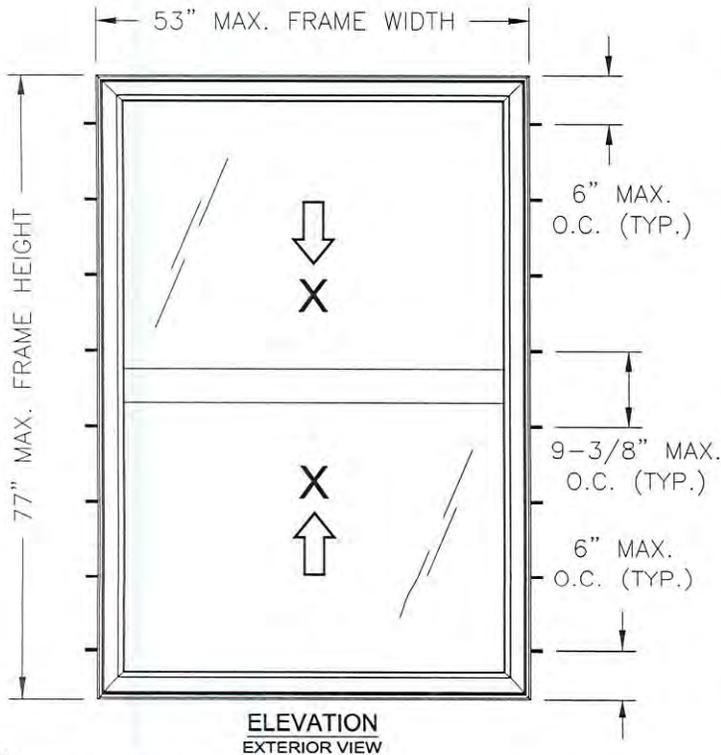
# REGENCY PLUS, INC.

## SERIES 8313 VINYL TILT DOUBLE HUNG WINDOW

### INSTALLATION ANCHORAGE DETAILS

**NOTES:**

1. THE PRODUCT SHOWN HEREIN IS DESIGNED AND MANUFACTURED TO COMPLY WITH REQUIREMENTS OF THE CURRENT FLORIDA BUILDING CODE EXCLUDING THE HIGH VELOCITY HURRICANE ZONE (HVHZ).
2. WOOD FRAMING, 2X WOOD BUCK, METAL FRAMING AND CONCRETE/MASONRY OPENING TO BE DESIGNED AND ANCHORED TO PROPERLY TRANSFER ALL LOADS TO STRUCTURE. FRAMING AND CONCRETE/MASONRY OPENING IS THE RESPONSIBILITY OF THE ARCHITECT OR ENGINEER OF RECORD.
3. 1X BUCK OVER CONCRETE/MASONRY IS OPTIONAL. WHERE 1X BUCKS ARE USED, INSTALLATION ANCHORS WILL PASS THROUGH WINDOW FRAME AND 1X BUCK INTO CONCRETE/MASONRY SUBSTRATE. WHERE 1X BUCK IS NOT USED, INSTALLATION ANCHORS WILL PASS THROUGH WINDOW FRAME INTO CONCRETE/MASONRY SUBSTRATE. DISSIMILAR MATERIALS MUST BE SEPARATED WITH APPROVED COATING OR MEMBRANE. SELECTION OF COATING OR MEMBRANE IS THE RESPONSIBILITY OF THE ARCHITECT OR ENGINEER OF RECORD.
4. THE PRODUCT SHOWN HEREIN HAS BEEN TESTED TO THE FOLLOWING.
  - 4.1. AAMA/WDMA/CSA 101/I.S.2/A440-11. SEE TEST REPORT NO. NCTL-110-21524-2, DATED 10/16/18 BY NATIONAL CERTIFIED TESTING LABORATORIES, YORK, PA.
5. MATERIAL:
  - 5.1. FRAME: EXTRUDED RIGID PVC
  - 5.2. REINFORCEMENT:
    - 5.2.1. GALVANIZED STEEL TUBE - TOP RAIL OF SASH AND INTERIOR MEETING RAIL.
    - 5.2.2. U-SHAPED GALVANIZED STEEL - BOTTOM RAIL OF SASH AND EXTERIOR MEETING RAIL.
6. GLAZING:
  - 6.1. GLAZING DETAIL AS TESTED: 22.1mm (0.870") NOMINAL O.A. IGU COMPRISED OF 2 LITES OF 3mm (0.119") TEMPERED GLASS AND 16.05mm (0.632") STAINLESS STEEL SPACER (TYPE SS-D). INTERIOR GLAZED AGAINST A (2)-LEAF DUAL DUROMETER BACK BEDDING AND A SNAP-IN (2)-LEAF DUAL DUROMETER RIGID VINYL GLAZING BEAD.
  - 6.2. AS TESTED GLAZING MEETS ASTM E1300-09a FOR THE DESIGN CONDITIONS SHOWN IN THIS PRODUCT APPROVAL DOCUMENT.
  - 6.3. ALTERNATE GLAZING MEETING THE REQUIREMENTS OF AAMA/WDMA/CSA 101/I.S.2/A440 SHALL BE ALLOWED PER ASTM E1300 IN NON-HVHZ LOCATIONS.
7. APPROVED IMPACT PROTECTIVE SYSTEM IS REQUIRED FOR THIS PRODUCT IN WIND BORNE DEBRIS REGIONS.
8. SHIM AS REQUIRED AT EACH INSTALLATION ANCHOR WITH LOAD BEARING SHIM. SHIM WHERE SPACE OF 1/16" OR GREATER OCCURS. MAXIMUM ALLOWABLE SHIM STACK TO BE 1/4".
9. FOR ANCHORING INTO CONCRETE/MASONRY USE 3/16" FLAT HEAD TAPCONS WITH SUFFICIENT LENGTH TO ACHIEVE A 1 1/2" MINIMUM EMBEDMENT INTO CONCRETE WITH 1 1/8" MINIMUM EDGE DISTANCE AND 1" MINIMUM EMBEDMENT INTO MASONRY WITH 2" MINIMUM EDGE DISTANCE. LOCATE ANCHORS AS SHOWN IN ELEVATIONS AND INSTALLATION DETAILS. ANCHOR LOCATIONS HAVE +/- 1" TOLERANCE.
10. FOR ANCHORING INTO WOOD FRAMING OR 2X BUCK USE #10 FLAT HEAD WOOD SCREWS WITH SUFFICIENT LENGTH TO ACHIEVE A 1 3/8" MINIMUM EMBEDMENT INTO SUBSTRATE WITH 3/4" MINIMUM EDGE DISTANCE. LOCATE ANCHORS AS SHOWN IN ELEVATIONS AND INSTALLATION DETAILS. ANCHOR LOCATIONS HAVE +/- 1" TOLERANCE.
11. FOR ANCHORING INTO METAL STRUCTURE USE #10 FLAT HEAD SMS OR SELF DRILLING SCREWS WITH SUFFICIENT LENGTH TO ACHIEVE 3 THREADS MINIMUM BEYOND STRUCTURE INTERIOR WALL WITH 3/4" MINIMUM EDGE DISTANCE. LOCATE ANCHORS AS SHOWN IN ELEVATIONS AND INSTALLATION DETAILS. ANCHOR LOCATIONS HAVE +/- 1" TOLERANCE.
12. ALL FASTENERS TO BE CORROSION RESISTANT.
13. INSTALLATION ANCHORS SHALL BE INSTALLED IN ACCORDANCE WITH ANCHOR MANUFACTURER'S INSTALLATION INSTRUCTIONS AND ANCHORS SHALL NOT BE USED IN SUBSTRATES WITH STRENGTHS LESS THAN THE MINIMUM STRENGTH SPECIFIED BELOW:
  - 13.1. WOOD - MINIMUM SPECIFIC GRAVITY OF G=0.42
  - 13.2. CONCRETE - MINIMUM COMPRESSIVE STRENGTH OF 2500 PSI
  - 13.3. MASONRY - STRENGTH CONFORMANCE TO ASTM C-90, MEDIUM WEIGHT WITH DENSITY > 117 PCF
  - 13.4. METAL STRUCTURE: STEEL 18GA (0.0428"), 33KSI OR ALUMINUM 6063-T5 0.048" THICK MINIMUM



**NOTES:**

1. MAXIMUM TOP SASH SIZE: 49.063" X 37.188"; MAXIMUM BOTTOM SASH SIZE: 50" X 37"
2. MAXIMUM TOP SASH D.L.O.: 45.563" X 33.375"; MAXIMUM BOTTOM SASH D.L.O.: 46.813" X 33.188"
3. 0.938" X 0.25" WEEP HOLE AT 1" FROM EACH END OF EXTERIOR SILL FACE.
4. 1.27" X 0.3" WEEP HOLE AT 3.625" FROM EACH END OF EXTERIOR SILL FACE.
5. 0.375" X 0.375" WEEP HOLE AT EACH END OF INTERIOR SILL TRACK.

TABLE OF CONTENT	
SHEET	DESCRIPTION
1	ELEVATION, ANCHORING AND NOTES
2	INSTALLATION DETAILS
3	BILL OF MATERIALS

DESIGN PRESSURE RATING (PSF)	IMPACT RATING
+50.0/-50.0	NONE

PROJECT #418-1001

REGENCY PLUS, INC.  
2000 LOCUST GAP HIGHWAY  
MT. CARMEL, PA 17851

DRAWN BY: RJA  
SCALE: N.T.S.  
DATE: 11/14/18  
DRAWING NO: RPLS0076  
SHEET: 1 OF 3

REV  
DESCRIPTION  
DATE  
BY

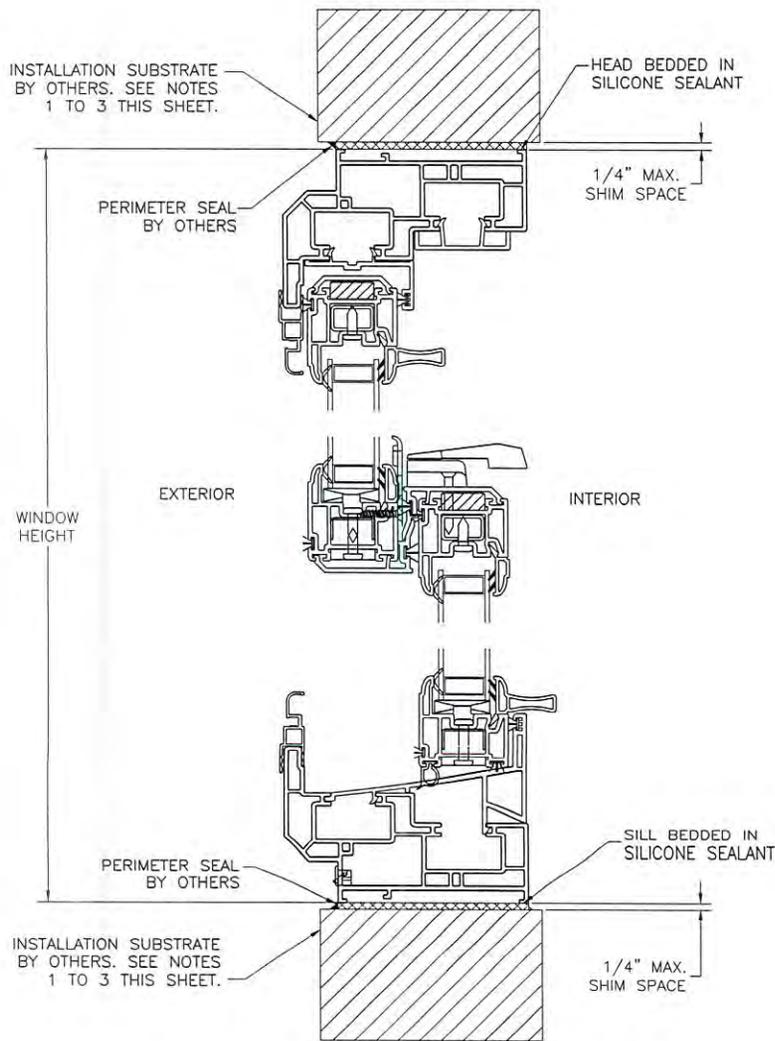
TITLE: SERIES 8313 VINYL TILT DOUBLE HUNG WINDOW  
ELEVATION, ANCHORING AND NOTES

PREPARED BY:

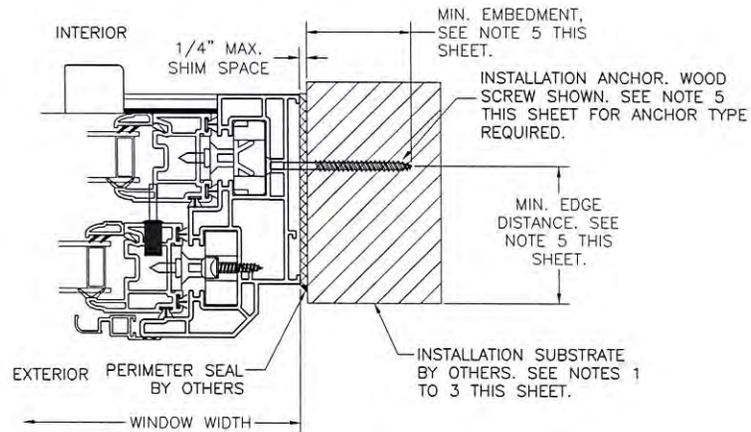
Robert J. Amoruso, P.E.  
Florida P.E. No. 49752

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by Robert J.  
Amoruso, P.E.  
Date: 2018.11.21  
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PTC Product Design Group, LLC  
PO Box 520775  
Longwood, FL 32752-0775  
321-690-1788 info@pto-corp.com  
FBPE Certificate of Authorization  
No. 25935



**VERTICAL CROSS SECTION**  
WOOD FRAMING, 2X WOOD BUCK,  
CONCRETE/MASONRY OR METAL FRAME  
APPROVED



**HORIZONTAL (JAMB) CROSS SECTION**

WOOD FRAMING, 2X WOOD BUCK,  
CONCRETE/MASONRY OR METAL FRAME  
APPROVED

**INSTALLATION NOTES:**

1. APPROVED INSTALLATION SUBSTRATES INCLUDE THE FOLLOWING:
  - 1.1. WOOD FRAMING
  - 1.2. STEEL STUD FRAMING AND
  - 1.3. CONCRETE AND/OR MASONRY
2. SUBSTRATE OPENING TO BE DESIGNED AND ANCHORED TO PROPERLY TRANSFER ALL LOADS TO STRUCTURE. FRAMING AND CONCRETE/MASONRY OPENING IS THE RESPONSIBILITY OF THE ARCHITECT OR ENGINEER OF RECORD.
3. 1X BUCK OVER CONCRETE/MASONRY IS OPTIONAL. WHERE 1X BUCK IS NOT USED, DISSIMILAR MATERIALS MUST BE SEPARATED WITH APPROVED COATING OR MEMBRANE. SELECTION OF COATING OR MEMBRANE IS THE RESPONSIBILITY OF THE ARCHITECT OR ENGINEER OF RECORD.
4. SHIM AS REQUIRED AT EACH INSTALLATION ANCHOR WITH LOAD BEARING SHIM. SHIM WHERE SPACE OF 1/16" OR GREATER OCCURS. MAXIMUM ALLOWABLE SHIM STACK TO BE 1/4".
5. SUBSTRATE ANCHORING METHODS:
  - 5.1. FOR ANCHORING INTO CONCRETE/MASONRY USE 3/16" FLAT HEAD TAPCONS WITH SUFFICIENT LENGTH TO ACHIEVE A 1 1/2" MINIMUM EMBEDMENT INTO CONCRETE WITH 1 1/8" MINIMUM EDGE DISTANCE AND 1" MINIMUM EMBEDMENT INTO MASONRY WITH 2" MINIMUM EDGE DISTANCE. LOCATE ANCHORS AS SHOWN IN ELEVATIONS AND INSTALLATION DETAILS. ANCHOR LOCATIONS HAVE +/- 1" TOLERANCE.
  - 5.2. FOR ANCHORING INTO WOOD FRAMING OR 2X BUCK USE #10 FLAT HEAD WOOD SCREWS WITH SUFFICIENT LENGTH TO ACHIEVE A 1 3/8" MINIMUM EMBEDMENT INTO SUBSTRATE WITH 3/4" MINIMUM EDGE DISTANCE. LOCATE ANCHORS AS SHOWN IN ELEVATIONS AND INSTALLATION DETAILS. ANCHOR LOCATIONS HAVE +/- 1" TOLERANCE.
  - 5.3. FOR ANCHORING INTO METAL STRUCTURE USE #10 FLAT HEAD SMS OR SELF DRILLING SCREWS WITH SUFFICIENT LENGTH TO ACHIEVE 3 THREADS MINIMUM BEYOND STRUCTURE INTERIOR WALL WITH 3/4" MINIMUM EDGE DISTANCE. LOCATE ANCHORS AS SHOWN IN ELEVATIONS AND INSTALLATION DETAILS. ANCHOR LOCATIONS HAVE +/- 1" TOLERANCE.
6. INTERIOR AND EXTERIOR FINISHES BY OTHERS. NOT SHOWN FOR CLARITY.
7. PERIMETER AND JOINT SEALANT BY OTHERS TO BE DESIGNED AND/OR SPECIFIED IN ACCORDANCE WITH ASTM E2112.

PROJECT #418-1001

REGENCY PLUS, INC.  
2000 LOCUST GAP HIGHWAY  
MT. CARMEL, PA 17851

SERIES 8313 VINYL TILT DOUBLE HUNG WINDOW  
INSTALLATION DETAILS

DATE: 11/14/18  
DRAWING NO: RPLS0076  
SHEET: 2 OF 3

PREPARED BY: RJA  
SCALE: N.T.S.  
REV: ---

DESCRIPTION  
REV  
DATE  
BY

Robert J. Amoruso, P.E.  
Florida P.E. No. 49752



Digitally signed  
by Robert J.  
Amoruso, P.E.  
Date: 2018.11.21  
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