



March 4, 2016

**MEMORANDUM**

**BULLETIN G-04-16**

To: All Permit Applicants

From: Thomas H. Goldsbury, P.E., C.B.O.  
Chief, Building Inspection Division

**Subject: Homeowner Sunroom Enclosure Affidavit**

The purpose of this Bulletin is to provide an updated **Homeowner Sunroom Enclosure Affidavit** that is in line with the requirements of the Florida Building Code Fifth Edition (2014) Residential.

The main changes are the revisions to the Category definitions, and deletion of the wind borne debris requirements.

This affidavit should be used for all sunroom/screen enclosure permits submitted on or after April 1, 2016.

## HOMEOWNER SUNROOM ENCLOSURE AFFIDAVIT

The purpose of this document is to make you aware of any limitations in the enclosure that is being permitted at your residence. The table below, **Sunroom and Screen Enclosure Requirements** provides a brief description of the various sunroom category requirements. There may be restrictions on the use of your present home depending on the category of sunroom you are installing. The property owner is hereby notified that should they make changes to the sunroom which could include, but not be limited to, addition of any form of temperature control system or removal of the doors/windows separating the sunroom from the host structure, the room may become **non-compliant** with the requirements as mandated by the Florida Building Code, the Florida Model Energy Code and State Statutes.

The Florida Building Code - Residential defines the following Sunroom Categories:

**Category I: A thermally isolated sunroom with walls that are either open or enclosed with insect screening or 0.5 mm (20 mil) maximum thickness plastic film.** The space is defined as a nonhabitable, nonconditioned sunroom. **Note:** A Screen Enclosure by the **FBC-R** definition can only meet Category I.

**Category II: A thermally isolated sunroom with enclosed walls.** The openings are permitted to be enclosed with translucent or transparent plastic or glass. The space is defined as a nonhabitable, nonconditioned sunroom.

**Category III: A thermally isolated sunroom with enclosed walls.** The openings are permitted to be enclosed with translucent or transparent plastic or glass. The sunroom fenestration complies with additional requirements for air infiltration resistance and water penetration resistance. The space is defined as a nonhabitable, nonconditioned sunroom.

**Category IV: A thermally isolated sunroom with enclosed walls.** The sunroom is designed to be heated and/or cooled by a separate temperature control or system and is thermally isolated from the primary structure. The sunroom fenestration complies with additional requirements for air infiltration resistance, water penetration resistance, and thermal performance. The space is defined as a nonhabitable and conditioned sunroom.

**Category V: A sunroom with enclosed walls.** The sunroom is designed to be heated and/or cooled and is open to the main structure. The sunroom fenestration complies with additional requirements for air infiltration resistance, water penetration resistance, and thermal performance. The space is defined as a habitable and conditioned sunroom.

<b>OWNER</b>	
I have read this complete form and understand I am receiving a Category _____ Sunroom. (I-V)	
Printed Name _____	Address _____
Signed: _____	Date: _____/_____/_____
Before me this _____ day of _____ in the County of Duval, State of Florida, has personally appeared _____ herein by himself/herself and affirms all statements and declarations herein are true and accurate.	
Notary Public at Large, State of _____, County of _____	
Personally Known <input type="checkbox"/> or Produced Identification <input type="checkbox"/>	
ID Type _____	

<b>Sunroom and Screen Enclosure Requirements</b>					
Category	I	II	III	IV	V
<b>Habitable Space</b>	No	No	No	<b>NO</b>	Yes
<b>Foundation</b>	Walls <200plf can have 12"Wx12"D ftg or 3-1/2" slab if no concentrated load >750lb	Walls <200plf can have 12"Wx12"D ftg or 3-1/2" slab if no concentrated load >750lb	Walls <200plf can have 12"Wx12"D ftg or 3-1/2" slab if no concentrated load >750lb	Walls <200plf can have 12"Wx12"D ftg	Walls <200plf can have 12"Wx12"D ftg
<b>Existing exterior GFI Breaker</b>	Relocate to exterior if enclosed	Relocate to exterior if enclosed	Relocate to exterior if enclosed	Relocate to exterior if enclosed	Relocate to exterior if enclosed
<b>Exit Lighting</b>	Not Required	Required	Required	Required	Required
<b>Interior Electric Outlets</b>	Not Required	Not Required	Not Required	Required	Required
<b>Emergency Escape Openings</b>	Egress from exist. structure allowed if open to atmosphere and has screen door leading away from residence.	Egress and Exit must meet code.	Egress and Exit must meet code.	Egress and Exit must meet code.	Egress and Exit must meet code.
<b>Misc. Window and Door Requirements</b>	<u><b>Walls are open or enclosed with screen or maximum 5mm thick plastic film.</b></u> Host structure windows/doors shall not be removed.	<u><b>Walls are enclosed with translucent or transparent plastic or glass. Windows must be removable.</b></u> Host structure windows/doors shall not be removed.	<u><b>Walls are enclosed with translucent or transparent plastic or glass. Air infiltration resistance and water penetration requirements apply. Plastic windows must be removable.</b></u> Host structure windows and doors shall not be removed.	<u><b>Fenestration must comply with air infiltration resistance, water penetration resistance, thermal performance and structural design pressure requirements.</b></u> Host structure windows & doors shall not be removed.	<u><b>Fenestration must comply with air infiltration resistance, water penetration resistance, thermal performance and structural design pressure requirements.</b></u> Host structure windows & doors <b>may</b> be removed.
<b>Energy Sheets</b>	Not Required	Not Required	Not Required	Required	