



February 26, 2007

**MEMORANDUM**

**BULLETIN G-05-07**

To: All Permit Applicants

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

**Subject: Building Permit Requirement for Window and Door Replacement**

This bulletin will supersede the portion of **Bulletin G-05-01** that exempts residential window and exterior door replacement from permitting requirements.

The Florida Building Code 2004 Existing Building designates window and door replacement as Level I Alterations. The code states that “the replacement of garage doors and exterior doors with glazing, sliding glass doors, glass patio doors, skylights, and operable and inoperable windows..... shall be designed for wind pressures for enclosed buildings” as a minimum standard. In order to comply with these code requirements, it is necessary to obtain a building permit for alterations and repairs so that the Building Official can examine the permit documents to insure code compliance, and inspect the installation to assure that it complies with the manufacturer’s engineered installation instructions.

Design pressures can be determined by referencing the Florida Building Code 2004 Building, Chapter 16, tables 1609.6.2.1(2) through (5).

The minimum requirements for issuance of a window and door replacement permit are a properly completed Building Permit Application, Florida Product Approval Information Sheet (2 copies), a Duval County Wind Speed Zone locator map, and a copy of the design pressure tables highlighted to show the design pressures for the project. Additionally, the contractor shall make available to the Building Inspector the manufacturer’s engineered installation instructions at the time of inspection.

**Effective May 1, 2007**, building permits will be required for this work.

**Exemption:** As allowed by Florida Statute 553.80(3)(b), Municipal ordinance 2006-101 exempts window replacement with a total value less than \$5,000.00 from requiring plan review and inspection, however a building permit must still be obtained.

Xc: James Schock  
All Supervisors