



Revised 4/27/06

PERMIT REQUIRED

Replacing existing windows in existing dwellings requires a building permit whenever any one of the following conditions is present. A permit is also required if a new window is installed in an existing wall space that currently does not have a window. Retrofit windows do not require a building permit

1. The window opening frame is altered. (Studs, header, king stud, cripple studs, sill, and associated supports)
2. Any portion of the window unit main frame is removed.
3. The existing flashing is altered, as when removing the nailing fin of an existing window.
4. The exterior wall finish is removed, as when stucco is removed in order to remove an existing window.
5. The window replacement is part of a project that requires a building permit.

REPLACING BROKEN GLASS

Replacement of broken glass in windows does not require a building permit. However, the replaced glass must comply with any applicable standards for safety glass (see section on safety glass).

ENERGY CONSERVATION

All replacement, retrofit and new windows shall have dual glazing with a U-factor of 0.67 or lower. If more than 50 square feet of new window and/or skylight area is added to an existing dwelling, the total area of all existing windows and/or skylights and all new windows and/or skylights can not exceed 20 percent of the dwelling floor area (does not include garages). If the total existing plus new window and/or skylight area exceeds 20 percent of the floor area, energy conservation performance compliance documents shall be provided. The 50 square foot limit is accumulative starting October 1, 2005.

EMERGENCY EXITING FROM BEDROOMS

Bedrooms in dwelling units must have a secondary emergency exit. Often, this secondary exit is a window. Whenever a permit is needed to replace an existing window or install a new window, and this window will serve as the secondary exit, the operable panel of this window shall meet all of the following standards. A diagram graphically describing these standards can be found at the end of this bulletin.

1. The clear opening width is no less than 20 inches.
2. The clear opening height is no less than 24 inches.
3. The net opening area is no less than 5.7 square feet.
4. The maximum sill height is no greater than 44 inches above the finished floor for ground level story. Because of a potential fall hazard, the sill height on stories above the ground story shall be no lower than 36 inches nor higher than 44 inches above the finished floor.

SAFETY GLASS

Glass subject to human impact, which if broken could injure a person, must be safety glass. Safety glass can be tempered glass, laminated glass, wire glass, or plastic. Whether a permit is required or not, new glass in certain locations shall be safety glass. These locations are:

1. Doors, including sliding glass doors, French doors, and patio-type doors. Exceptions are for openings in which a 3 inch diameter sphere will not pass and decorative leaded glass.
2. Doors and enclosures for hot tubs, whirlpools, saunas, steam rooms, bathtubs, and showers.
3. Windows above and adjacent to a shower or bathtub that are within 60 inches of the standing surface of the

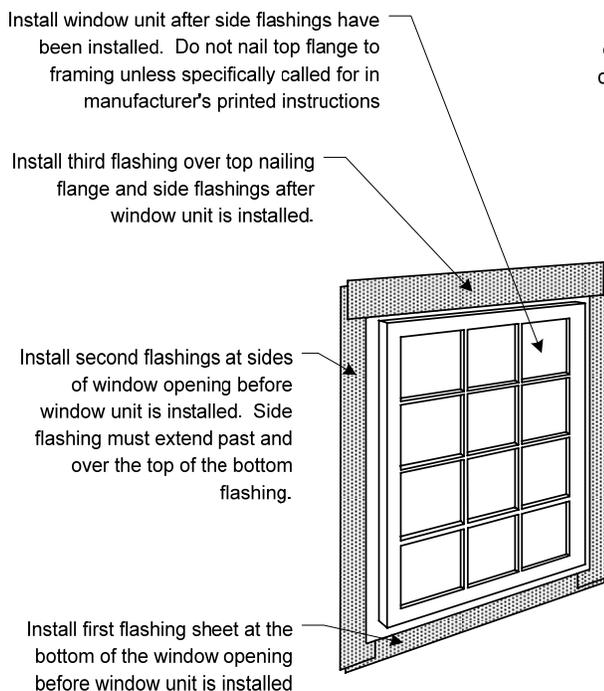
- shower or bathtub.
4. Fixed or operable panels adjacent to a door where the nearest exposed edge of the glass is within a 24-inch arc of the vertical edge of the door in a closed position and where the bottom exposed edge of the glass is less than 60 inches above the walking surface, except for openings in which a 3-inch diameter sphere will not pass and decorative leaded glass.
 5. An individual fixed or operable panel that meets all of the following conditions (except for openings in which a 3-inch diameter sphere will not pass, decorative leaded glass, and glass protected by a protective bar):
 - Exposed area of an individual glass pane is greater than 9 square feet.
 - Exposed bottom edge of the glass is less than 18 inches above the floor.
 - Exposed top edge of the glass is greater than 36 inches above the floor.
 - One or more walking surfaces are within 36 inches horizontally of the plane of the glass.
 6. Guardrails with glass panels.
 7. Walls which are within 5 feet of a swimming pool or spa water's edge and which the bottom edge of the glass is less than 60 inches above the adjacent walking surface.
 8. Walls enclosing stairway landings or within 5 feet of the bottom or top of stairways where the bottom edge of the glass is less than 60 inches above the walking surface.

NONCOMPLYING WINDOWS

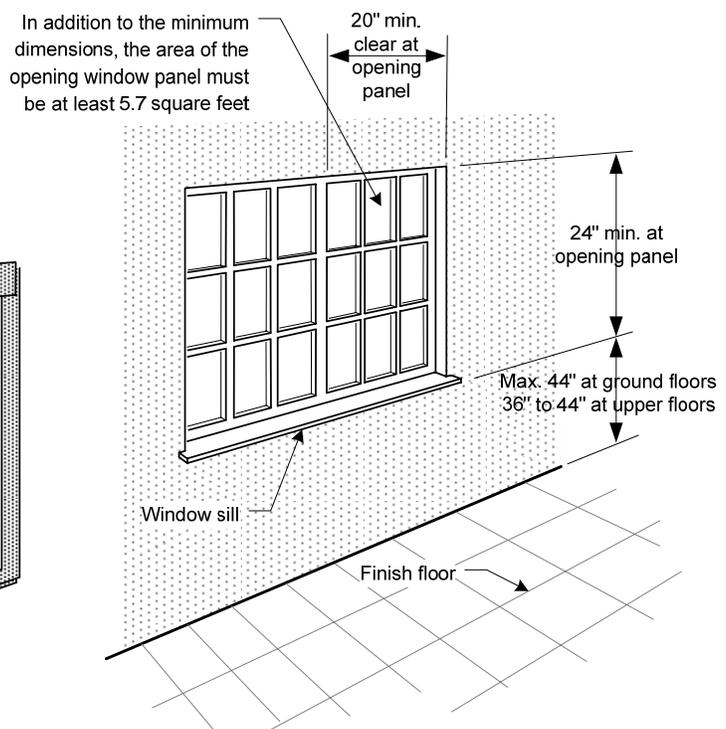
Whenever a window replacement requires a building permit, the replaced window must meet all current code standards.

WEATHER FLASHING AT WINDOWS

Windows shall be flashed as required by the manufacturer's printed instructions. Regardless of the type of manufacturer and as a minimum, all windows shall be flashed as shown below. The flashing material can be Kraft waterproof building paper or 15 or 30 pound asphalt saturated organic felt. There are also commercially available pre-made flashings with self-sticking backs, which aid in installation. Most flashing strips are approximately six inches wide.



Flashing At Windows



Emergency Exiting Diagram From A Bedroom Window