

On-Line Windows/Doors Permit Plan Review Submittal Package Without 25% Protection Exemption



WARNING

ON-LINE PERMITTING IS OFFERED AS A CONVENIENCE TO THE CONTRACTING COMMUNITY. IN CERTAIN CASES WHERE PLANS, SPECIFICATIONS AND/OR OTHER PROJECT INFORMATION REQUIRES REVIEW AND APPROVAL THE BY BUILDING SERVICES STAFF, WE CAUTION AGAINST PROCEEDING WITH THE PROJECT UNTIL APPROVAL HAS BEEN GIVEN AND THE "ON HOLD" STATUS HAS BEEN UPDATED TO "ISSUED" STATUS INDICATING THAT THE REVIEW HAS BEEN APPROVED. ISSUANCE OF THE PERMIT IN AN "ON HOLD" STATUS HALTS ANY INSPECTION REQUESTS; HOWEVER IT DOES NOT LIMIT THE CONTRACTOR FROM PROCEEDING WITH THE WORK. ALL WORK STARTED PRIOR TO PLAN APPROVAL IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR. IT IS UNDERSTOOD THAT BY SUBMITTING THIS FORM ELECTRONICALLY THAT THE LICENSED CONTRACTOR HAS REVIEWED THIS PERMIT PACKAGE FOR ACCURACY AND CODE COMPLIANCE.

Permit Package Prepared By: _____ Contact Telephone # _____

TURTLE GLAZING NOTE – WHERE REQUIRED, GLAZING INSTALLED SHALL MEET THE REQUIREMENTS FOR MARINE TURTLE NESTING AREAS.

INSTRUCTIONS

1. Window and Door Permits applied for On-Line will automatically be placed in an "On Hold" status until this package is submitted and approved.
2. Do not use this package to submit engineered designs electronically. Engineered designs must be submitted and reviewed in our office.
3. This Plan Review Package has been designed to submit electronically through the use of a fillable pdf file format. You will enter all required information and click all boxes necessary to illustrate and describe all window/door work to be completed. Additional specific instructions are located at the top of those pages where necessary.
4. A Plan View diagram of the structure must be scanned and electronically submitted with this package by attaching the scan to the submittal e-mail. A diagram should be provided for each floor. The diagram(s) must substantially comply with the examples provided in the **Procedure Reference Package** and must contain all information required for the entire review package.
5. Please save an electronic copy for your records, please include the "CW" Permit number in file name. Attach the file, the scanned diagram(s), and any other accompanying paperwork to an e-mail with "CW" Permit number in the subject line and send to windowsdoorssubmit@pinellascounty.org.
6. Fees may be adjusted according to the scope of work and number of required inspections as stated in the current Building Services Fee schedule.

GENERAL PROJECT INFORMATION

Permit Number **CW** _____ - _____ Date Submitted _____
Contractor Name _____ License Number _____
Project Address _____

BUILDING TYPE

☐ 1 & 2 Family/Townhouse ☐ Condominium/Apartment ☐ Commercial

DESIGN PRESSURE VARIABLES

Building Mean Roof Height _____
Risk Category ☐ I (135 MPH) ☐ II (145 MPH) ☐ III (155 MPH) ☐ IV (155 MPH)
Exposure ☐ B ☐ C ☐ D

Impact Protection

(Check All That Apply)

Impact Products Required ☐ Yes
Products To Be Installed ☐ All Impact ☐ All Non-Impact ☐ Mix of Impact and Non-Impact
☐ Impact- Panels, Shutters, Storm Fabric, etc. ☐ Wood Structural Panel Protection
Per R301.2.1.2 and Table R301.2.1.2
☐ Customer has opening protection Existing protection approval # _____

List Each Type of Window, Door and/or Impact Protection Shown On Diagram(s) Submitted

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[illegible]

Window/Door Replacement Diagram Template

Diagram Instructions

1. This diagram will be used for identifying the location of windows and/or doors to be replaced when Opening Protection Exemption is not being requested.
2. Draw a Plan View outline of the structure. Scale is not required. The front of the structure faces the bottom of the sheet.
3. Label and number all openings starting with the front door and continue clockwise around structure.
4. Mark the location of units to be replaced with an "X".
5. Provide the Size and Type (see key below) of all openings.
6. Provide the Wall Zone and the component and cladding +/- pressures for each opening .
7. Provide the room name for each opening (bedroom, bathroom, kitchen, etc.)
8. Provide a separate diagram for each Floor Level/Story.
9. Scan the Diagram(s) and attach it to the e-mail Plan Review Submission.

Floor Level/Story # _____ Typical Window Height From Grade _____ Diagram # _____ of _____

A large grid of graph paper, consisting of 20 columns and 20 rows of squares, intended for drawing a structure. The grid is light gray with thin black lines. At the bottom center, there is a label "FRONT OF STRUCTURE" in bold black capital letters, positioned within a light gray rectangular area that spans the width of the grid.

Type Key

Legend:
CIR = Circle, **CSMT-L** = Left Hinge Casement, **CSMT-R** = Right Hinge Casement, **DH** = Double Hung, **ED** = Entry Door, **EYE** = Eyebrow, **EYEL** = Eyebrow w/leg, **FG** = Fixed Glass,
FRD = French Door, **GC** = Garden Door, **GD** = Garage Door, **HR** = Half Round, **HRL** = Half Round w/leg, **PENT** = Pentagon, **PW** = Picture Window, **SGD** = Sliding Glass Door,
SH = Single Hung, **TRAP** = Trapezoid, **REC** = Rectangle