



DEPARTMENT OF SUSTAINABLE DEVELOPMENT – BUILDING DIVISION

WINDOWS AND DOORS PERMIT CHECKLIST

Rev: 4 | Revision Date: 7/7/2020 | Print Date: 7/7/2020 | I.D. Number: WDP

Required Permit Applications:

- [Building Permit](#)

Permit Review Stops:

- Building
- Flood

Minimum Plan Submittal

- Two (2) copies of Miami-Dade County Notice of Acceptance (product approvals) obtained from point of purchase (please circle the appropriate information instead of highlighting)
- Two (2) original recorded [Notices of Commencement](#) if the job cost is over \$2,500.00 (filed at Records Department, Broward County Governmental Center, Room 114, 115 South Andrews Avenue, Fort Lauderdale, FL)
- Design wind pressures as per [ASCE-7-Chart](#) for buildings under 3 stories, otherwise designer of record must supply the wind pressures. Energy Calculations required for new additions and new residents.
- Each permit application for a window and door replacement “retrofit”, shall be submitted to all jurisdictions in Broward County as of July 1, 2020 using the attached [Broward County Uniform Retrofit Window & Door Schedule](#)

Other Requirements:

- Windows and Doors must be impact resistant unless shuttered.
- Windows in bedrooms must meet emergency egress requirements as per FRC-310 (in buildings of new construction).

***Please note that this checklist is not intended to be all-inclusive. Due to changes in codes, regulations, and ordinances, other requirements may apply.**

Approved by: John Travers, Building Official
Uncontrolled in hard copy unless otherwise marked

