

SHUTTER / WINDOW / DOOR / PERMIT APPLICATION

☐ Residential

☐ Commercial

Property Owner: _____ Permit #: _____

Strap#: _____ Lot: _____ Block: _____ Unit: _____

Job Address: _____ Subdivision: _____

Directions: _____

Contractor Business Name / Applicant Name: _____

License #: _____ Phone #: _____

Email: _____

Construction Value: \$ _____ Electric Required: ☐ No ☐ Yes, a separate electric sub-permit will be required.

Description of work: _____

Are you using Private Provider services for Plan Review? ☐ No ☐ Yes Inspections? ☐ No ☐ Yes

If construction value exceeds \$2500 a Notice of Commencement will be required. A condo association letter must be submitted if the windows / shutters are being installed on a condo.

APPLICATIONS FOR SHUTTERS must include a completed shutter worksheet for the type of covering that will be used. You may obtain a copy of the shutter worksheet online at: <http://leegov.com/dcd/BldPermitServ/AppsProcd/shutwindreq>

APPLICATIONS FOR WINDOWS / DOORS *Note: If the window / door replacement is not size for size, use the [Residential](#) or [Commercial](#) application.*

| Type | FL or NOA # | Expiration Date | Impact Resistant? | Affected Opening Number(s) on the Floor Plan |
|--|-------------|-----------------|--|--|
| <input type="checkbox"/> FL# or <input type="checkbox"/> NOA | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <input type="checkbox"/> FL# or <input type="checkbox"/> NOA | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <input type="checkbox"/> FL# or <input type="checkbox"/> NOA | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <input type="checkbox"/> FL# or <input type="checkbox"/> NOA | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <input type="checkbox"/> FL# or <input type="checkbox"/> NOA | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| <input type="checkbox"/> FL# or <input type="checkbox"/> NOA | | | <input type="checkbox"/> Yes <input type="checkbox"/> No | |

Select one of the following:

- ☐ Complying with Lee County's Master Calculations, *WINDMSTR20* (only for window/door replacements less than or equal to 60ft high.)
- ☐ Providing Individual Calculations (only for window/door replacements less than or equal to 60ft high; Plan Review required)
- ☐ Providing Individual Signed & Sealed Engineering (Plan Review required)

FLOOR PLANS: All paper applications must include three (3) copies of the floor plan indicating all openings affected by shutter/window installation and the expected means of escape (egress). The affected openings must be numbered in accordance with this application and/or the shutter worksheet. If electric shutters are installed a separate electric sub-permit will be required.

ENGINEERING If the product does not have an active FL# or NOA# it must be submitted with three (3) copies of engineered details showing compliance with the 7th Edition (2020) Florida Building Code – Energy Conservation, for paper applications.

THIS PERMIT IS VOID IF THE FIRST INSPECTION IS NOT MADE WITHIN SIX (6) MONTHS FROM THE DATE ISSUED OR IF NO INSPECTION HAS BEEN MADE FOR A PERIOD OF SIX (6) MONTHS FROM THE MOST RECENTLY PASSED INSPECTION. THE PERMIT IS VOID IF THE ZONING CLASSIFICATION IS VIOLATED. APPLICANT AGREES TO COMPLY WITH THE SANITARY REGULATIONS AND UNDERSTANDS THAT THE PROPOSED STRUCTURE MAY NOT BE USED OR OCCUPIED UNTIL AN APPROVED CERTIFICATE OF OCCUPANCY IS ISSUED. APPLICANT FURTHER UNDERSTANDS THAT FAILURE TO OBTAIN PERMIT OR MISREPRESENTATION OF THE IMPROVEMENTS IS A MISDEMEANOR AND UPON CONVICTION, APPLICANT CAN BE PUNISHED AS PROVIDED BY THE LAW. FAILURE TO COMPLY WITH THE MECHANICS LIEN LAW CAN RESULT IN THE PROPERTY OWNER PAYING TWICE FOR IMPROVEMENTS.

I HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE, THE INFORMATION SUBMITTED FOR THIS PERMIT IS TRUE & CORRECT, & COMPLIES WITH DEED OF RESTRICTIONS.

Signature Authorization: _____ Date: _____

Print Name (Required for hand signatures only): _____