



Community Development
Department

WINDOWS AND DOORS

Permit Procedure:

1. Submit a completed permit application.
2. If a contractor is used, s/he must be licensed with the Village.
3. Indicate the number of windows and doors to be installed and provide a copy of the specifications including the size, rough-openings, and fenestration information. Construction plans must be submitted when window openings are enlarged to verify header sizes.

Specifications: *Please note that these specifications are general and **not** comprehensive. Additional changes or suggestions may be made by the inspectors to ensure that the construction is in compliance with Village Codes.*

1. **Habitable rooms:** All habitable rooms shall be provided with aggregate glazing area of not less than eight percent (8%) of the floor area of such rooms. One-half of the required area of glazing shall be operable (*IRC-R303).
2. **Sliding and swinging doors:** The air infiltration rate for windows, skylights, and sliding doors in buildings of Use Group R shall not exceed 0.3cfm per square foot of door area. Swinging doors shall not exceed 0.05 cfm per square foot of door area (*IECC-R402.4.3).
3. **Other doors:** The air infiltration rate for swinging, revolving or sliding doors in other than buildings of Use Group R shall meet the provisions of Table C402.4.3(*IECC-C402.4.3).
4. **Caulking and sealants:** Exterior joints around windows and door frames, between wall cavities and window or door frames, between wall and foundation, between wall and roof, between wall panels, at penetrations of utility services through walls, floors and roofs, and all other openings in the exterior envelope shall be sealed in an approved manner (*IECC-R402.4).
5. **Insulation and Fenestration Criteria:** Windows and doors shall have a maximum U Factor of 0.30 and skylights a maximum of 0.42 (*IECC-R402.1).
6. **Emergency egress openings:** Basement with habitable space and every sleeping room shall have at least one operable window or exterior door for emergency egress or rescue. The units must be operable from the inside to a full clear opening without the use of separate tools. Where windows are provided as a means of egress or rescue they shall have a sill height of not more than 44 inches above the floor. All egress or rescue windows from sleeping rooms must have a minimum net clear opening of 5.7 square feet. The minimum net clear opening height dimension shall be 24 inches (24"). The minimum net clear opening width dimension shall be 20 inches (20"). **Exception:** Grade floor window may have a minimum net clear opening of five square feet (5') (*IRC-310.1.1).

References (revised 01/2014):

*IRC = International Residential Code (2012)

*IECC = International Energy Conservation Code (2012)