



RESIDENTIAL WINDOW REPLACEMENTS

Submittal requirements for residential replacements shall include:

1. Review and approval of plans from the City of West Hollywood Planning Division is required prior to submittal to the Building and Safety Division.
2. Plans Shall include:
 - a) Site Plan:
 - Show property lines, lot dimensions, yard setbacks, street name(s), north arrow and distances between buildings on same lot.
 - b) Floor plan of residence to scale with dimensions:
 - All rooms shall be labeled (living, kitchen, bedroom, etc.)
 - Location of all windows are to be shown on plans.
 - Provide **both existing as well as the proposed window sizes** on plane. Information shall be provided on the floor plan or on a schedule.
 - c) Elevations:
 - Provide exterior elevations showing locations of windows.
 - Show type and size of windows being replaced.
3. Windows replaced in bedrooms or sleeping rooms shall meet all of the egress requirements listed below. At least one window in each bedroom is required to meet requirements. (CRC 310.1 and CBC 1030) **(See Figure A)**
 - Minimum net 5.7 sf of openable area. (Grade floor openings are permitted to have a minimum net clear opening of 5.0 sf).
 - Minimum net clear opening width shall be 20".
 - Minimum net clear opening height shall be 24".
 - Maximum sill height of not more than 44" above the floor.
4. Windows in low rise residential buildings shall have dual glazing with a maximum U-factor of 0.30 and maximum Solar Heat Gain Coefficient (SHGC) of 0.23. (2019 *California Energy Code* 150.1(c)3A and 150.1(c)4E & Table 150.1-A) For high rise residential buildings, operable windows should have a maximum (SHGC) of 0.22 and maximum U-factor of 0.46 and fixed windows should have a maximum (SHGC) of 0.25 and maximum U-factor of 0.36. (Table 140.3-C)
5. Where the top of the sill of an operable window opening is located less than 24" above the finished floor and greater than 72" above the finished grade or other surface below on the exterior of the building any window located less than 24" above the finished floor on the interior shall be either fixed glazing or have a protective guard. (CBC 1015.8 and CRC R312.2) **(See Figure B)**

* Replacement windows shall be **exempt** from the requirements of Sections 103.2, 103.3, and 103.4 of the 2019 *California Building Code* and Sections R310.2.1, R3102.2, and R102.3 of the 2019 *California Residential Code*, provided that the replacement window meets the following conditions: (CRC R310.2.5 and CEBC 505.3)

 - The replacement window is the manufacturer's largest standard size window that will fit within the existing frame of the existing rough opening. The replacement window shall be permitted to be of the same operating style as the existing window or a style that provides for an equal or greater window opening area than the existing window.
 - The replacement of the window is not part of a change of occupancy.
6. Completed building permit application form.

Note: When all required approvals are obtained, only the property owner, licensed contractor, or authorized agent may obtain permits. If an agent for the contractor or owner will be pulling permits, a formal notarized letter is required authorizing the individual to pull permits on their behalf.

Window replacements in condominiums require a formal letter from the Home Owner's Association in order to issue building permits.

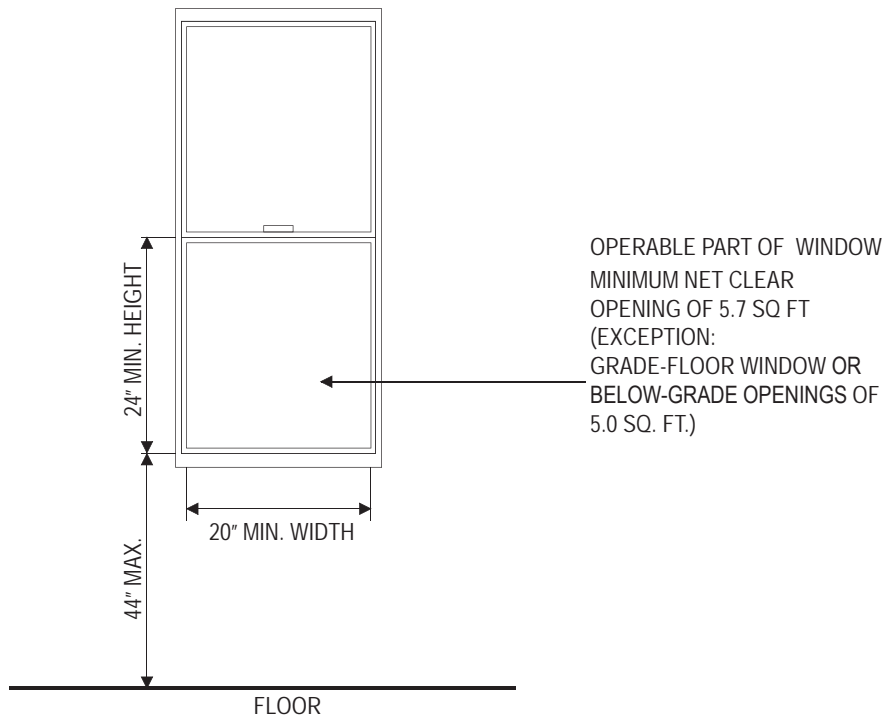


FIGURE A

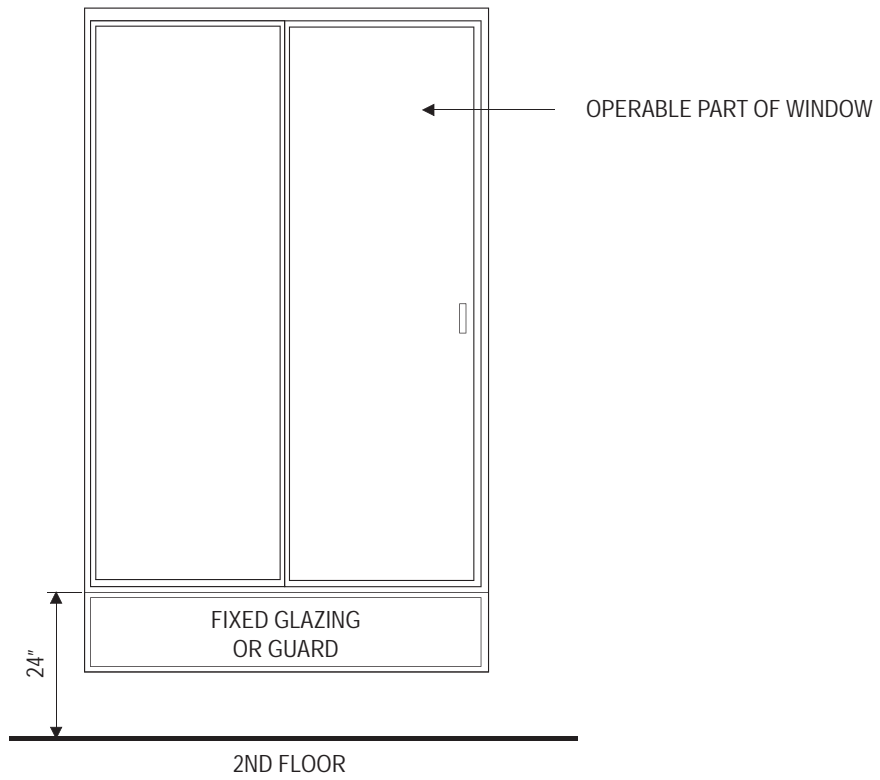


FIGURE B