



Window Installation & Replacement Permit Requirements

2006 International Building Code, 2006 International Residential Code
& 2006 WA State Energy Code

A building permit is required for the installation or replacement of windows on existing structures (even if the size of the opening does not change). These permits are reviewed for compliance with emergency escape and rescue window requirements, safety glazing, and building envelope requirements.

Commercial projects that are located within Design Review Districts must comply with design requirements.

Application Requirements:

- Building Permit Application Form (Residential for single and two family dwellings, Commercial for all other projects)
- Site plan: Show the entire property with all existing structures and include distances between the subject building and other structures and property lines
- Floor plan: Label room uses, sizes of proposed or replaced windows, and sill heights
- Window specifications: Window types (ex. Slider, single-hung, casement, etc.) and u-values of all proposed windows (residential alterations generally require a maximum 0.32 u-value)

Additional Requirements:

- Elevation drawing(s) will be required if the opening is new or the size is changing
- Structural information including header size and framing plans will be required if openings are new or being enlarged

Emergency Escape and Rescue Openings:

All windows in bedrooms and basements required for emergency escape and rescue must meet minimum size and access requirements per 2006 IRC 310 & 2006 IBC 1026. If existing emergency windows do not meet current code requirements, they must be modified during replacement to comply.

- Each required opening must have a minimum net clear opening of 5.7 square feet (Exception: Grade floor openings must have a minimum net clear opening of 5.0 square feet), with a minimum net clear opening height of 24 inches and minimum net clear opening width of 20 inches.
- Required emergency escape and rescue windows in bedrooms and basements shall have a height not greater than 44 inches measured from the bottom of the clear opening to the top of the finished floor.