

# SHUTTER / WINDOW / DOOR PERMIT APPLICATION

CITY OF BONITA SPRINGS

Community Development Dept. | 9220 Bonita Beach Road, Ste. 111 | Bonita Springs, FL 34135 | (239) 444-6150 | [Permitting Help Desk Email Address](#)

RESIDENTIAL  COMMERCIAL  SHUTTERS  WINDOWS  DOORS

Property Owner: \_\_\_\_\_

STRAP #: \_\_\_\_\_

Job Address: \_\_\_\_\_

Contractor Business Name/Applicant Name: \_\_\_\_\_

License #: \_\_\_\_\_ Phone #: \_\_\_\_\_ Email: \_\_\_\_\_

Construction Value: \_\_\_\_\_ Electric Required:  Yes  No - If Yes, an Electric [Subcontractor Permit Request](#) is required.

Description of Work: \_\_\_\_\_

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

Are you using Private Provider services for Inspections?  Yes  No

**If construction value exceeds \$5,000 a [Notice of Commencement](#) will be required. A condo association letter must be submitted if the windows / shutters are being installed on a condo.**

**SHUTTERS APPLICATION** must include a completed shutter protection worksheet for the type of covering that will be used. You may obtain a copy of the shutter worksheet online at: <http://cityofbonitaspringscd.org/building-general/>.

**WINDOWS / DOORS APPLICATION** Note: If the window / door replacement is not size for size please submit a residential building permit.

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: (compliance with tables R301.2 (2) and R301.2 (3) of the 8th Edition (2023) FL Building Code)

Provide Individual Calculations

Provide Individual Engineering

Comply with the following Window and Door Pressure Calculations (only for window replacements <= 60ft high)

HOUSE HEIGHT	150 WIND EXP B	160 WIND EXP B	160 WIND EXP D	170 WIND EXP D
House < 30'	+24.3	+27.6	+45.9	+56.2
	-32.5	-37	-61.4	-71.7
House 30' – 45'	+27.2	+30.9	+49.2	+61.3
	-36.4	-41.4	-65.8	-76.8
House 45' – 60'	+29.6	+33.7	+51.7	+64.4
	-36.6	-45.1	-69.2	-80.7

**FLOOR PLANS:** All applications must include three (3) copies of the floor plan indicating all openings which will be 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 copies of engineered details showing compliance with the 8th Edition (2023) Florida Building Code.

**SEA TURTLE COMPLIANCE:** If the property is located on a barrier island and the permit is for windows or glass submit the Exterior and Interior Sea Turtle Lighting Standards Verification Form signed by the owner.

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.

**Authorization Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**COMMUNITY DEVELOPMENT DEPARTMENT**

Permit reviewed and approved based on information provided by applicant. Omitted and/or falsified information may void permit in accordance with 4-162(d).

**APPLICABLE BUILDING CODES**

8th ed. 2023 FBC; Florida Building Code: Building, Existing, Mechanical, Plumbing

8th ed. 2023 FFC; Florida Fire Prevention Code

NEC 2020; National Electric Code

**\*\*\*SIGN ONLY IN THE PRESENCE OF A NOTARY PUBLIC\*\*\***

Contractor Signature: \_\_\_\_\_

Contractor Name: \_\_\_\_\_

Site Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF FLORIDA

COUNTY OF LEE

Sworn to (or affirmed) and subscribed before me by means of physical presence  or online notarization  ,

this (day) \_\_\_\_\_ of (month) \_\_\_\_\_ , (year) \_\_\_\_\_ ,

by (name of person making statement) \_\_\_\_\_.

Signature of Notary Public - State of Florida: \_\_\_\_\_

Print, Type, or Stamp Commissioned Name of Notary Public: \_\_\_\_\_

Personally Known  OR Produced Identification

Type of Identification Produced: \_\_\_\_\_