



Community Development Department
 1200 L.W. Besinger Drive - Room 214
 Carpentersville, IL 60110
 Hours: M-F 8:30 AM – 5:00 PM
 Phone (847) 551-3478
 Fax (847) 426-0864
<http://vil.carpentersville.il.us>

Replacing or Framing in New Windows

ADDRESS:	Date Received:
Applicant Name:	Check in by:
Applicant Daytime Phone:	Date Returned to Applicant:
Applicant Email Address:	

I understand that any missing or incomplete items or failure to clearly describe the proposed scope of work will cause this plan review to be delayed until the submittal is complete and/or the work is correctly described. Upon submittal of the remaining items, I understand that the plans are still subject to review by the Village and that corrective measures and/or additional information may be required.

 Applicant Signature

 Date

Submittal Checklist, minimum requirements:

OK	N/A	Item Description
		Homeowners Association approval letter, if required
		Completed building permit application
		Detailed scope of work
Comments / Other Submittals Required:		

Minimum Requirements:

1. Low 'E' energy efficient glazing required within habitable spaces. The maximum fenestration "U" factor of windows is .035 within habitable spaces.
2. Safety (tempered) glazing required that meets ALL of the conditions below:
 - A. Glazing 9 square feet or larger
 - B. Glazing less than 18 inches above the floor
 - C. Glazing 36 inches or more above the floor where a walking surface is

Minimum Requirements (Cont'd):

- D. Safety glazing required in sliding (patio) doors.
- E. Safety glazing required when within 24 inches of a door and less than 60 inches above door.
- F. Safety glazing required along walls that enclose hot tubs, whirl pools, bath tubs and showers when less than 60 inches above the floor.
- 3. All habitable rooms generally must have at least 8 percent of their floor area in glazing.
- 4. New framed-in windows must have double header support above the windows.
- 5. New framed windows must be insulated within wall space below and at the rough opening.
- 6. In each ground floor bedroom, one window with a minimum 5.0 square feet of net opening is required. The minimum net clear opening height is 24". The minimum net clear opening width is 20". Emergency escape and rescue openings shall be operational from the inside of the room without the use of keys, tools, or special knowledge. In each bedroom above the ground floor, one window with a minimum 5.7 square feet of net opening is required.
- 7. In each bedroom, at least one window must have a window sill no higher than 44 inches above the finished floor.
- 8. All windows must be installed with flashing along their exterior edges and installed in a weather-tight manner.
- 9. All windows must be installed in accordance with manufacturer's installation instructions and in a workmanship-like manner.
- 10. Keep manufacturing labels on windows until after inspection.
- 11. Building permit fees: \$25.
- 12. **Please note that there is a \$50 fee for re-inspections.**

Minimum Required Inspections:

- 1. Combined rough & insulation inspection for new framed in windows before installing drywall, as needed.
- 2. Final inspection when the work is complete.

Schedule Inspections With: Community Development Department at 847-551-3478

Click on our Village website page at:
<http://vil.carpentersville.il.us/building.htm> for more information.