



# WINDOW CHANGE OUTS

BLD-04 CBC 2022

## A. REFERENCES:

1. 2022 California Building Code (CBC) Section 1029
2. Handout BLD-05 "Security Bars"
3. 2022 California Energy Efficiency Standards
4. 2022 California Residential Code (CRC) Section R310

## B. Exits and Emergency Escapes:

All windows changeouts on existing residential structures may be the same size as the original windows provided:

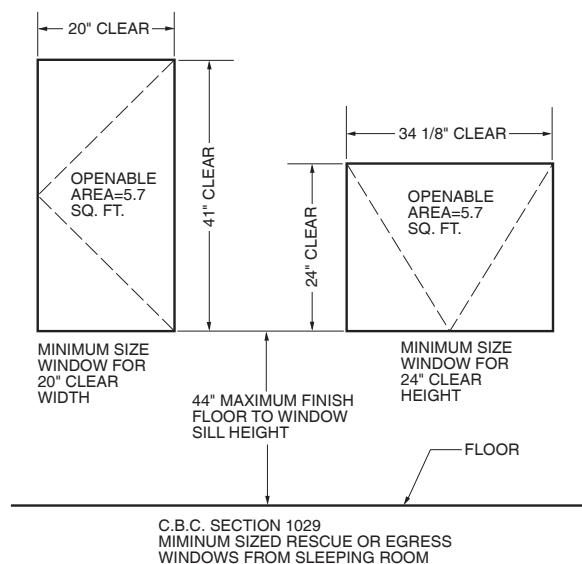
1. The replacement window is of the same type and style as the original.
2. It is installed in the existing opening.
3. Permits are obtained.

Basements in dwelling units and every sleeping room below the fourth story shall have at least one operable window or door approved for emergency escape or rescue which shall open directly into a public street, public alley, yard or exit court. The emergency door or window shall be operable from the inside to provide a full, clear opening without the use of separate tools.

Minimum size and dimensions of emergency escape windows:

1. An openable area of not less than 5.7 square feet (5.0 square feet for ground-floor openings);
2. A minimum 24 inch clear openable height;
3. A minimum clear openable width of 20 inches;
4. A sill height not over 44 inches above the floor.

**CAUTION: Using minimum clear openable height with the minimum clear openable width will yield only 3.3 square feet and not the minimum 5.7 square feet required. Be especially careful with double-hung windows.**



Bars, grilles, grates or similar devices may be installed on an emergency escape or rescue windows, doors or window wells provided:

The devices are equipped with approved release mechanisms which are operable from the inside without the use of a key or special knowledge or effort; and

The building is equipped with smoke alarms and carbon monoxide installed in accordance with CBC Section 907.2.11, and 915, respectively; R314 & R315, respectively.

Such bars, grilles, grates or similar devices shall be equipped with an approved exterior release device for use by the fire department for emergency access.

**California Energy Conservation Standards:**

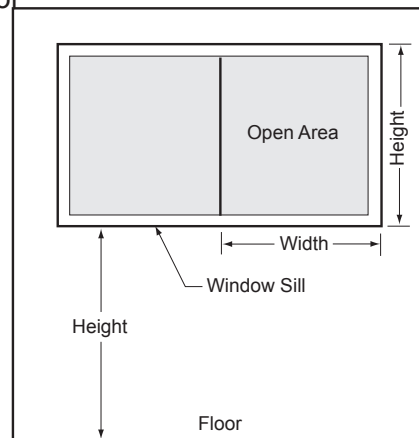
All new window products must have a U-factor of 10.3 and SHGC of 0.23.

**Safety Glazing:**

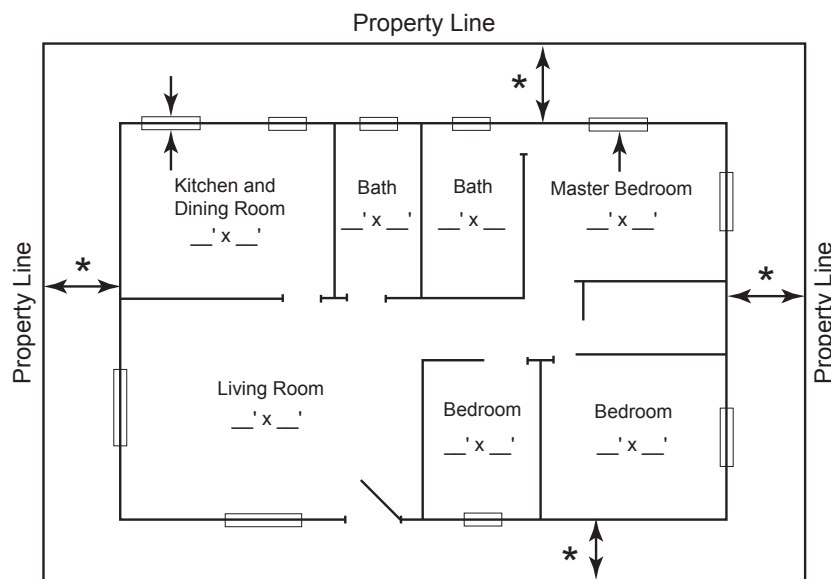
Compliance must be with CBC Section 2406 or R308 for glazing in hazardous locations, such as proximity to a door.

**Permit Information Required:**

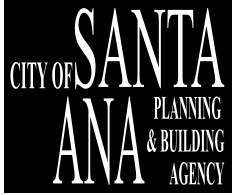
- Width & height of each window
- Type of windows to be installed.
- 3. Height from window sill to floor.
- 4. Indicate all room sizes on floor plan.
- 5. Indicate distance (\*) from all exterior walls to adjacent property lines.



**WINDOW ELEVATION**



**SAMPLE SITE/FLOOR PLAN**



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## WINDOW REPLACEMENT/ADDITION SUBMITTAL CHECKLIST

BLD-04 CBC 2022

**Applicants requesting a window replacement or addition need to submit the following to the Planning Division:**

- Photographs(s) of the building from street view.
- Photographs showing complete building elevations where changes are proposed. Photographs of individual windows may be required if the comprehensive photo is not clear.
- A floor plan indicating the following:
  - Location of all windows on the house indicating if they are existing or proposed.
  - Size of existing and proposed windows. Note width first and height second.
  - Type of existing and proposed windows, such as slider, single hung, casement, fixed, etc.
  - Material of existing and proposed windows, such as wood, aluminum, vinyl, etc.
- An elevation of a typical window(s) showing the following:
  - Windowpane configuration (lights), such as single light, 6-lights over one.
  - Proposed or existing exterior window trim surround, shutters, etc. to remain.

**In addition to the Planning Division submittal requirements, the Building Division requires the following information (refer to the Building Division handout):**

- Indicate the height from the windowsill to the floor.
- Indicate all room sizes on the floor plan.
- Indicate the distance from all exterior walls to adjacent property lines.

Please refer to the Building Division's Window Change Out handout for additional pertinent information.

Are any other changes to the exterior of the building being proposed?      Yes       No

Please explain: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Use the graph paper below to help draw a site/floor plan of the proposed project.

