



## **Shutter/Awning - Residential Permit Guidelines**

**(with or w/o electric)**

**CONTRACTOR PERMITS ARE OVER THE COUNTER  
OWNER BUILDER PERMITS GO THROUGH REVIEW**

**\*CGC, CBC, CRC, Hurricane Protection, Aluminum Structural and Aluminum Non-Structural contractors may apply for permit.**

**\*Shutters with Electric require an Electrical Contractor to submit subcontractor form to be attached to permit.**

### **For Contractors:**

- Miscellaneous application
- NOC if value is \$2500 or greater
- Two (2) copies of the Floor Plan - plan noting location of shutters and the location of the required egress
- Two (2) copies of Shutter worksheet - includes the following: opening number, shutter type, opening width, opening height, fastener type, fastener spacing, FL or NOA #, Design Pressures
- Additional Required to be **on jobsite**
  - Manufacturer's Engineered Design/Installation Drawings (**for Inspections only**):
    - Provide copy of the Manufacturers engineering/Installation details and identify by circling, underlining the elevations, sections, installation details, fasteners, tables, charts, etc. which are applicable to the installation for this project. ALL engineering data sheets are to be provided in the original size of the drawings of 11"x17"
  - FL Approvals, NOA and Manufacturer specification sheets are available on line at [www.floridabuilding.org](http://www.floridabuilding.org).

### **Description:**

- Number and type of shutters being installed.

### **Route to: OFFICE USE ONLY**

CSR to approve over the counter

Floor plan & Worksheet required to be stamped by CSR.

### **Processing: OFFICE USE ONLY**

- Type: Shutter Awning or Shutter W Electric
- Subtype: Residential

### **Inspections:**

- Notice of Commencement (NOC) 10
- Awning/Shutter (084) 20
- Electric Final (040) 20 \*If applicable



## Shutter/Awning - Residential Permit Guidelines (cont'd)

### **Fees:**

- Awning/Shutters \$107.00 \*If not electric
- Awning/Shutters W/ELEC \$147.00 \*If electric
- Surcharge NO/YES \*Yes if electric

### **Expiration:**

- Six (6) months

**NOTE: The permit and a copy of the items noted above are to be posted and provided at the jobsite for inspection. CONTRACTOR TO VERIFY PRODUCT(S) ARE INSTALLED WITHIN THE CONDITIONS/LIMITS OF THE APPROVAL AND ENGINEERING**

### **For Owner Builders:**

- Miscellaneous Application
- NOC if value is \$2500 or greater
- Two (2) copies of the Floor Plan – noting location of shutters and the location of the required egress
- Two (2) copies of Shutter worksheet - includes the following: opening number, shutter type, opening width, opening height, fastener type, fastener spacing, FL or NOA #, Design Pressures
- Two (2) copies of description of impact protection:
  - Design Pressure Calculation shall be provided in accordance with FBC R301 to indicate the loads on the shutters based on the location on the structure. If Calculations are not provided, worse case will be used.
  - Product Approval
  - Provide copy of the Florida Product Approval or the Miami-Dade NOA

### **Description:**

- Number and type of shutters being installed.

### **Route to: OFFICE USE ONLY**

Building      Zoning

### **Processing: OFFICE USE ONLY**

- Type:              Shutter Awning or Shutter W Electric
- Subtype:        Residential

### **Inspections:**

- Notice of Commencement (NOC)              10
- Awning/Shutter (084)                              20
- Electric Final (040)                                20 \*If applicable

Last Rev. 08-17-17



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