



Guidelines for Shutters - Residential

For a successful project, the following application process is required to the City of Cape Coral:

1. Submittal Forms (Contractor):
 - a. Miscellaneous Application
 - b. Notice of Commencement (project value: \$2,500.00 or more)
 - c. Two (2) copies of floor plan showing where shutters will be installed.
2. Submittal Forms (Owner/Builder):
 - a. Miscellaneous Application
 - b. Owner/Builder Affidavit
 - c. Notice of Commencement (project value: \$2,500.00 or more)
 - d. Two (2) copies of floor plan showing where shutters will be installed.
3. Information Required (2 copies of each):
 - a. Description of Impact Protection (shutters):
 - i. Design Pressure Calculation Form (one sealed and one copy)
 - 1) This engineering shall be required to be signed and sealed by a design professional engineer or architect legally registered and practicing under the laws of this state or worst-case scenario.
 - ii. Manufacturer's Engineered Design/Shop Drawings
 - 1) Highlight in "yellow", elevations, sections, installation details, fasteners, tables, charts, etc., which are applicable to the scope of work for this project.
 - 2) Mark location of egress on house footprint.
 - 3) Provide Miami Dade or State approved manufacturer's specification (engineering) and Notice of Acceptance (NOA).
 - 4) Manufacturer's specification sheets are available to download online at www.floridabuilding.org.

This guideline is to be used as a minimum requirement and is subject to change without notice