



DATE RECEIVED _____

PERMIT # _____

Bringing in-depth code analysis to today's built environment

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ATHENS TOWNSHIP WINDOW PERMIT APPLICATION

NOTICE: THIS IS AN APPLICATION ONLY. PERMIT WILL BE ISSUED AFTER APPROVAL AND PAYMENT OF FEES. WORK IS NOT AUTHORIZED TO BEGIN PRIOR TO ISSUANCE. ~ SUBMIT APPLICATION TO: RUM RIVER CONSTRUCTION CONSULTANTS AT EMAIL ADDRESS ABOVE.

APPLICANT IS THE: OWNER CONTRACTOR

SITE ADDRESS: _____

PROPERTY OWNER NAME _____

ADDRESS _____ CITY _____ STATE/ZIP _____

PHONE # _____ EMAIL _____

CONTRACTOR NAME _____

ADDRESS _____ CITY _____ STATE/ZIP _____

PHONE # _____ EMAIL _____

CONTRACTOR STATE LICENSE #: _____

LEAD CERTIFIED FIRM #: _____

CONTACT NAME: _____ PHONE: _____

DESCRIPTION OF WORK: _____

VALUATION (LABOR & MATERIALS): \$ _____

The undersigned acknowledges that he/she has read this application and the above information is correct and accurate. Applicant also understands by signing this application that he/she could be held responsible as representative of this project for any violation of compliance with all applicable laws and ordinances of the ruling jurisdiction.

APPLICANT SIGNATURE _____ PRINTED NAME _____

DATE _____ ***I HAVE READ, COMPLETED AND WILL RETURN BOTH SIDES OF THIS APPLICATION**

OFFICE USE ONLY

DATE PAID _____ PAYMENT INFO _____ RECEIVED BY _____

ENGINEERING _____ DATE _____ ENGINEERING FEE: \$ _____

PLANNING _____ DATE _____ ZONING FEE: \$ _____

BUILDING _____ DATE _____ PLAN REVIEW FEE: \$ _____

PERMIT FEE: \$ _____

SURCHARGE FEE: \$ _____

TOTAL FEES: \$ _____

WINDOW SUPPLEMENTAL SHEET

DATE: _____ ADDRESS: _____

SPECIFY OPERATING STYLE OF EXISTING WINDOW:

SPECIFY OPERATING STYLE OF REPLACEMENT WINDOW:

SPECIFY NUMBER OF WINDOWS BEING REPLACED AND LOCATION OF EACH:

For example: (3) Living Room – First Floor, (1) Bedroom – 2nd Floor, (1) Bathroom – 3rd Floor:

****NOTE****

REPLACEMENT WINDOWS USED FOR EGRESS SHALL MEET CURRENT EGRESS REQUIREMENTS OR BE THE SAME OPERATING STYLE OR A STYLE THAT PROVIDES AN EQUAL OR GREATER WINDOW OPENING AREA.

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Window Replacement Permits and Inspections

Building permits are required when replacing windows with the following exceptions:

1. Installation of combination storm/screen windows.
2. Sash replacements
3. Glass replacements or repairs.

Permits are charged a set fee to cover replacement of existing windows. **A progress or installation inspection at the beginning of every job is preferred.** At a minimum, the manufacturer's installation requirements must be on site for the final inspection with photographs of the installation. If the size of the opening is altered, a more detailed submittal is required including header types and sizes.

Safety Glazing

Safety or tempered glazing is required in all hazardous locations. The following installations are defined as hazardous according to the Minnesota State Residential Code. For exceptions; see R308.4.

1. All glass within 24 inches of either side of a door and less than 60" from the floor
2. All glazing in railings regardless of area or height above a walking surface. Included are structural baluster panels and nonstructural infill panels.
3. Glazing in walls and fences enclosing indoor and outdoor swimming pools, hot tubs, and spas where the bottom edge of the glazing is less than 60 inches above a walking surface and within 60 inches horizontally of the water's edge.
4. Glazing adjacent to stairways, landings and ramps within 36 inches horizontally of a walking surface when exposed glass is less than 36 inches above walking surface.
5. All glazing within doors.
6. Glass less than 18 inches above a walking surface and greater than 9 sq. feet for any single fixed or operable panel.
7. Glazing adjacent to stairways within 60 inches horizontally of the bottom stair tread when the exposed glass is less than 36 inches vertically from bottom tread nosing.

Additional Notes

All exterior windows and doors must have corrosion resistant flashing installed over the top of the unit. With permit application specify the operating style and location for all windows to be replaced.

Smoke alarms and **Carbon Monoxide alarms** must be installed as part of this permit.