Exterior Openings (Windows/Shutters/Doors)

Lee County Permitting is excited to announce that we will be rolling out a new record type called **Exterior Openings (Windows/Shutters/Doors)**, which will be available to applicants effective Sunday 5/16/2021.

This new record type will encompass all size for size Window and/or Door Replacements, Acrylic/Vinyl Panel Replacements, and Shutter Installation.

Here are the noticeable changes in eConnect/ACA when submitting electronically:

Record Type Selection- Exterior Openings (Windows/Shutters/Doors) will now be an individual selection category.

Exterior Openings (Windows/Shutters/Doors)

Attachments page in ACA: This page will now explain, in detail, all of the potential Required Documents and Engineered Plans.

Exterior Openings (Windows/Shutters/Doors)

1 Submittal	2 Attachments	3 Review	4 Pay Fees	5 Record Issuance

Step 2: Attachments > Required Documents

* indicates a required field.

Attachments

Required Documents:

Floor Plan- Required for all Exterior Openings permit submittals. All affected openings must be numbered and the means of escape (Egress) must be shown/labeled.

Please view the **Floor Plan Layout Example** for information regarding how to number the Affected Openings.

Additional Documents:

- **Notice of Commencement**- Required if the job value is greater than $2500.
- **Owner Builder Disclosure Statement**- Required if the Owner Builder is applying for the permit and completing the work.
- **Custom Windows System Letter**- Required if replacing Acrylic/Vinyl panels.
- **HOA/Condo Approval Letter**- Required if the work is being completed on a Multi-Family home or Condo/Townhouse with 3+ units.

Engineered Plans:

If providing **Individual Engineering or Individual Calculations**, please upload site specific, digitally signed and sealed plans.

The maximum file size allowed, per batch of files, is 70MB.
html;htm;mht;mhtml;exe;com;js;vb;bat;aspx;sql;cgi;php;perl;avi;mp4;css;mid;midi are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
No records found.				

Add

Continue Application »   **Save and resume later**

Lee County Community Development

Exterior Openings (Windows/Shutters/Doors)

Application Information Custom Fields- Sections will now be separated by each different opening type. Selections are to be made based on the scope of work.

Custom Fields

Note: Select all options that apply to your scope of work and complete all required (*) fields.

GENERAL INFORMATION

* Type of Use:

```
--Select--                    ▼
```

* Estimated Construction Value:

```
[        ]
```

* Private Provider Plan Review?:
○ Yes ○ No

* Private Provider Inspections?:
○ Yes ○ No

WINDOW/DOOR REPLACEMENT

Window Replacement (Size for Size):
☐

Number of Affected Openings (Windows):
```
[        ]
```

Door Replacement (Size for Size):
☐

Number of Affected Openings (Door):
```
[        ]
```

SHUTTER INSTALL

Shutters:
☐

Number of Affected Openings (Shutter):
```
[        ]
```

Electric Required:
○ Yes ○ No

ACRYLIC/VINYL WINDOWS

Note: Acrylic/Vinyl Window Replacement is typically associated with Mobile Homes and Vinyl Rooms with existing Acrylic/Vinyl panels, that are being replaced size for size.

Acrylic/Vinyl Window Replacement (Size for Size):
☐

Number of Affected Openings (Acrylic/Vinyl):
```
[        ]
```

ADDITIONAL INFO

Engineering:

```
--Select--                    ▼
```

* Will the size of the openings be changing or any new openings created? :
○ Yes ○ No

Exterior Openings (Windows/Shutters/Doors)

Benefits of the new record type are as follows:

- For Shutter Installation- Shutter Worksheets will no longer be required. All required information will be gathered in the Shutter/Panel Info Custom List.
- The Exterior Openings record type will encompasses both Residential and Commercial properties, no longer requiring the need to void a permit if the incorrect type (RES or COM) was applied for, resulting in less Refunds and Payment Transfers.
- Shutter Sub-Contractor will be auto-added to the record if Shutters are selected, resulting in less delays when attempting to schedule inspections.
- Expansion of required Custom Fields and Custom Lists data will result in less "Incomplete" applications, therefore allowing staff to Issue permits in a more timely manner.
- Pop-up messages will be displayed to the applicant if additional documents are required based on their selections, which also results in less "Incomplete" applications.