



## MEMORANDUM

**TO: ALL INTERESTED PARTIES**

**SUBJ: WINDOWS**

- 1.) The City of Melbourne is in a 125 MPH, exposure B wind zone for the mainland areas, 130 MPH exposure C for the barrier island.
- 2.) In order to ensure compliance with the current edition of the Florida Building Code, a permit shall be required, with proper documentation to substantiate acceptance of windows, for all window replacement projects.
- 3.) One of the following three procedures shall be followed on new construction:
  - A. Missile impact resistant glass shall be used with appropriate design information.
  - B. Approved shutters shall be provided, with at least one shutter installed at final to confirm proper installation. A storage means shall be provided, and the shutters shall be identified as to their installation location.
  - C. The structure shall be designed as “Partially Enclosed” or “Partially Open.”
- 4.) As per our current understanding of the FBC Declaratory Statement on windows, replacement windows must meet the wind load requirements for the structure and must either be large and small impact resistant or be protected (shuttered) if the total square footage of glazing (glass) being replaced exceeds 25% of the total square footage of the glazing in the existing structure, in any 12 month period.
- 5.) All window replacement projects shall be inspected, except re-glazing and existing window frame.
- 6.) Re-glazing of window frames in an existing structure does not require permitting or inspection and shall be like replacement.
- 7.) All new work, such as room additions, shall comply with the requirements of the 2001 Florida Building Codes. This includes opening protection.
- 8.) Decorative shutters installed to provide shade, or for cosmetic purposes, will not require permitting. Structural shutters for protection from high wind or debris shall be permitted and inspected. Proper documentation of installation requirements is required.
- 9.) Windows in accessory structures that are not designed to be occupied and are less than 720 SF in area do not have to be impact rated or protected.