



CITY OF MIAMI SPRINGS
201 Westward Drive
Miami Springs, Florida 33166
Building Processing Department



WINDOW AND DOOR REPLACEMENT PERMIT REQUIREMENTS

1. ☐ Permit application, signed & notarized by the owner and contractor
2. ☐ If permit is by homeowner, submit:
 - a) **Instructions owner-builder**
3. ☐ If permit is by contractor, fill out the contractor's information on the permit application.
 - a) **Qualifier must sign and notarize**
 - b) **Copy of contract with the property owners' signature**
4. ☐ Two sets of schematics layout (complete floor plan) of the residence and/or building showing the following:
 - a) **Rooms and spaces labeled.**
 - b) **Size and location of each window and door opening.**
 - c) **Product approval numbers of all each opening component (Windows, Doors, Fixed Glass, Mullions).**
 - d) **Wind load pressures of each opening.**
5. ☐ Two sets of Product Control Approval from Miami-Dade County and/or State Approval.
 - a) **Mark all applicable connection details.**
6. ☐ Shutter Permit shall be required if the replacement Windows and/or Doors are not impact resistant:
 - ☐ Submit two sets of Product Control Approval from Miami-Dade County and/or State Approval.
 - ☐ Mark all applicable connection details.
7. ☐ Two sets of Wind Load Calculations signed and sealed by Architect or Engineer.
8. ☐ Every Bedroom shall have at least one egress opening with a minimum opening size of: 20" wide x 24" high.