



CITY OF EL MONTE

Economic Development Department Building Division

Requirements for Window Replacement

Section 102. 7.1 Additions, alterations or repairs shall not cause an existing structure to become unsafe or adversely affect the performance of the building. Therefore “window replacement must be brought up to the current requirements.”

Permit and Plan Submittal. Replacing a piece of broken glass does not need a building permit, but replacing a window even if the work does not alter the existing wood framing or weather proofing. The permit can be obtained over the counter, but a plot plan and Floor Plan is required to show the location, size and type (e.g. fixed, slider, casement, single- or double-hung, etc.) of the replacement windows. Window sizes can be expressed in a simple convention like 5046 to mean a 5-foot wide and 4-foot-and-6-inch high window.

Safety Glazing. Glazing within 24 inches from a door or within 18 inches from a walking surface shall be of special type of glass that qualifies as safety glass. Tempered glass is a popular type of glass that would meet this requirement. (Please see CBC Section 2406.3 for more detailed requirements.)

Energy Standards. Replacement windows are required to meet the energy efficiency standards in the prescriptive “Package D”. All replacement windows shall have a Solar Heat Gain Coefficient (SHGC) no larger than 0.4, and a U-Value no larger than 0.4. Please note that not all windows on the market meet these minimum energy standards.

Egress Requirements. The emergency door or window shall be able to provide an opening that has a net clear area of no less than 5.7 square feet (may be reduced to 5 sq. ft. on the ground level). The opening shall also have a clear width of no less than 20 inches, and a clear height of no less than 24 inches. The window sill shall be no more than 44 inches above the floor surface. Basements, habitable attics and every sleeping room shall have at least one operable emergency escape and rescue opening (CRC R310).

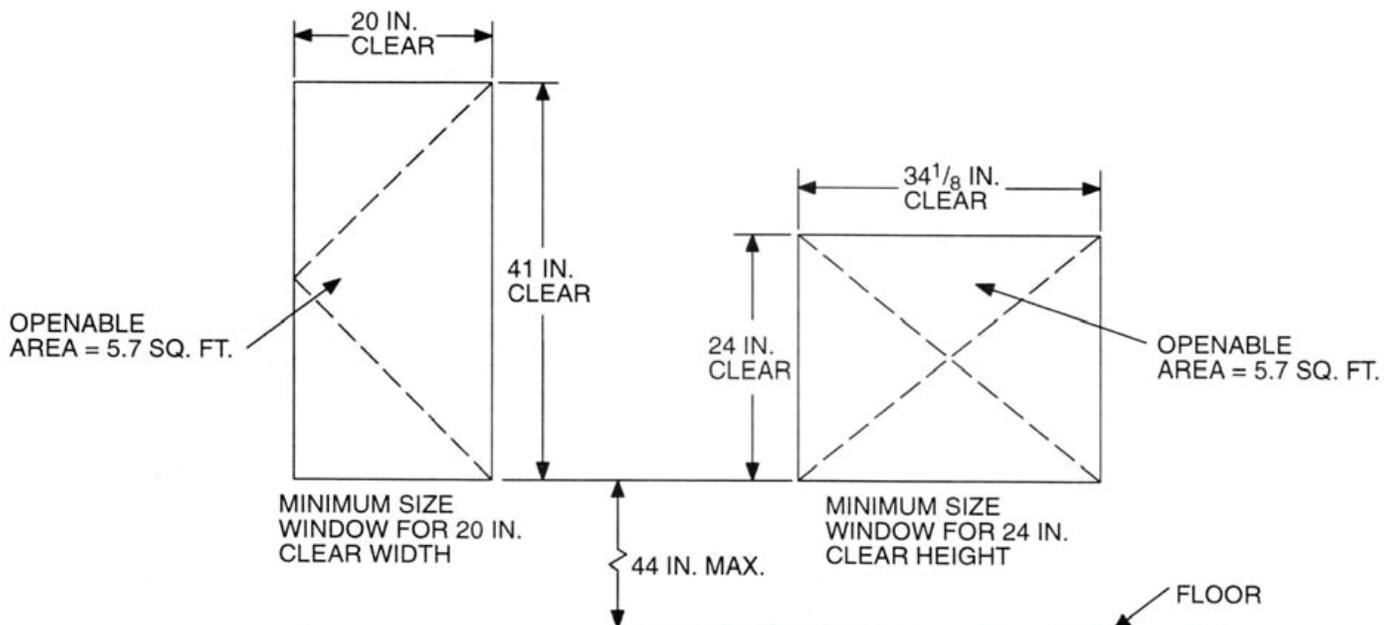


Illustration of Opening Requirement for Emergency Egress

Operational Constraints. Bars, grills, grates or similar devices are permitted to be placed over emergency escape and rescue openings provided the minimum net clear opening size complies with sections R310.1.2 and R310.1.3 and such devices shall be releasable or removable from the inside without the use of a key, tool, special knowledge or effort or force greater than that which is required for normal operation of the escape and rescue opening.

Smoke and Carbon Monoxide Alarms. (CBC 907.2.11, CRC 314.3, CRC 315.1)

Smoke alarms shall be install on the ceiling or wall (between 4” and 12” from the ceiling) in all sleeping rooms, each area/hallway adjacent to sleeping rooms, each story of the building, and in any basement. Smoke alarms shall be replaced 10 years after the date of manufacture listed on the alarm (if no date is listed the alarm shall be replaced). Newly installed smoke alarms shall have a 10-year battery. Smoke alarms are permitted to be solely battery operated in existing building where no construction is taking place.

Carbon monoxide alarms shall be installed on the ceiling or wall (above the door header) in each are/hallway adjacent to sleeping rooms, each story of the building, and any basement. Carbon monoxide alarms are required if there is no fuel-burning appliances and where the garage is detached from the house.

Tables with minimum width and height dimensions for emergency escape window. The following tables below are intended to assist designers and owners to meet the minimum height and width dimensions necessary to achieve the required **5.7 square feet** opening per **Table 1** or **5.0 square feet** opening per Table 2.

Table 1 (5.7 Square feet)

Width	27.5	28.0	28.5	29.0	29.5	30.0	30.5	31.0	31.5	32.0	32.5	33.0	33.5	34.0	34.2
Height	29.9	29.4	28.8	28.3	27.9	27.4	27.0	26.5	26.1	25.7	25.3	24.9	24.5	24.2	24.0

Minimum Width/ Height Requirements for Emergency Escape in inches.

Table 2 (5.0 Square feet)

Width	20	20.5	21.0	21.5	22.0	22.5	23.0	23.5	24.0	24.5	25.0	25.5	26.0	26.5	27.0
Height	41	40	39.1	38.2	37.3	36.5	35.7	35.0	34.2	33.5	32.9	32.2	31.6	31.0	30.4

Minimum Width/ Height Requirements for Emergency Escape in inches.

PERMIT PROCESS

1. Prepare a “Site Plan” (11” x 17”) of the proposed property and a detailed “Floor Plan” showing the location and size of each existing window and location and size of proposed new windows.
2. Prior to submittal for a building permit, submit to Planning Department for approval.
3. Building Plan Review for window replacements are reviewed on Tuesday and Wednesday’s 8:00 a.m. -12:00 p.m. and 1:00 p.m. – 3:00 p.m.
4. Two inspections are required: a “Rough Frame” inspection and a “Final”. The rough frame shall be scheduled when the new windows are installed and before the exterior stucco or siding is added. The final inspection shall be scheduled when all work in complete.
5. There will be a fee from Planning and Building Department.