

Window/Door Replacement

Administrative:

- Owner/Builder Disclosure form Signed and Notarized in office if applicable.
- Updated Worker's Compensation exemption or certified to the City of DeLand uploaded into the attachments of the application.
- A recorded [Notice of Commencement](#) for any improvement in which the contract price is greater than \$5,000. This must be submitted prior to scheduling the first inspection.

Plans:

Same size/no structural change:

- Building footprint with location of windows/doors to be replaced.
- Florida product approval specification sheets. Packets required to be onsite for inspection.

If there are structural or size changes:

- Structural plans with the architect's/engineer's seal where required by building code.

Please note: other plans may be required to complete the review process based on individual permitting needs.