City of Salinas
COMMUNITY DEVELOPMENT DEPARTMENT • 65 W. Alisal St • Salinas, California 93901
(831) 758 - 7251 • www.cityofsalinas.org

RESIDENTIAL SINGLE FAMILY DWELLING WINDOW REPLACEMENT CHECKLIST

The information provided in this document is general and intended as a guide. Due to the variation in each project, additional items may be required by the plan's examiner during plan check review. Prior to starting the paperless permit application, it is highly recommended that the applicant gathers the items listed below.

Ready to start your application? Click Here: salinas-ca-us.avolvecloud.com

	LIST OF REQUIREMENTS
GENERAL	Create a User Account **or** Login to Salinas Paperless Permits and start a new **Building** permit application
	For an online guide on how to apply visit Paperless Building Permit Applicant Guide
	Residential Cover Sheet **or** the same data on plans (as a PDF format into the "Drawings" file tab)
	Floor Plan or Layout – Be sure to label and specify room uses and areas. Does not have to be drawn to scale. Show location of all affected windows, include existing and new window sizes (as a PDF format into the "Drawings" file tab)
	Provide exterior elevations, photographs imprinted on the plans are acceptable
	Provide Window Specifications (paperwork included with window purchase)
	Construction and Demolition Plan Acknowledgement Form – Please complete and sign the 2nd page
	Complete energy form CEC-CF1R-ALT-05-E (only complete sections to fenestration) **or** the California Energy Commission approved software
	CRC Section R310.5 Replacement windows for emergency escape and rescue openings. Replacement windows installed in buildings meeting the scope of this code shall be exempt from Sections R310.2 and R310.4.4, provided that the replacement window meets the following conditions: 1. The replacement window is the manufacturer's largest standard size window that will fit within the existing frame or existing rough opening. The replacement window is of the same operating style as the existing window or a style that provides for an equal or greater window opening area than the existing window. 2. The replacement window is not part of a change of occupancy.
FEES	**CITY OF SALINAS FEES:** Building permit fees are based upon the fee and charge report set by the Salinas City Council, found on the City Wide Fee Schedule

The City is required by law to enforce numerous Federal, State and local construction and development regulations to ensure that your project is safe and an asset to the community. Other divisions, departments or outside agencies may have additional requirements for your project.

Division Contact Information:

Planning	831-758-7206	currplanwebmail@ci.salinas.ca.us
Building	831-758-7251	askbuilding@ci.salinas.ca.us
Paperless Permit		paperlesspermit@ci.salinas.ca.us