

**Registration Form**  
**Window Replacement**

This registration form should be used only for window replacements only. No permit will be required for the replacement of the windows. In all cases, the requirements listed on page 2 will apply. This process is designed to maximize customer convenience. However, the customer always has the right to seek a permit and a follow-up inspection. Lake County reserves the right to inspect any construction performed whether permitted or registered.

You may apply for registrations online through at the website: [WWW.LAKECOUNTYIL.GOV/PERMIT](http://WWW.LAKECOUNTYIL.GOV/PERMIT) Registrations can also be applied for in person at the Central Permit Facility. A non-refundable registration fee of \$31.00 is required and can be made by cash, check or credit card.

**Upon submission and review of the registration form and payment of the fee, the project will be registered. Construction cannot begin until you receive confirmation from this office that your registration is complete.**

(Please complete the information below and sign)

**PIN:** \_\_\_\_\_ **Address of Property:** \_\_\_\_\_

\_\_\_\_\_

**Owner Address (if different from above):** \_\_\_\_\_

**Owner Name:** \_\_\_\_\_ **Owner Phone Number:** \_\_\_\_\_

**Owner Fax Number:** \_\_\_\_\_ **Email:** \_\_\_\_\_

**Replaced Window Location(s):**

\_\_\_\_\_

**Cost of Project:** \_\_\_\_\_

**I/WE hereby acknowledge having read and understood the requirements specified below. I/WE hereby agree to comply with these requirements and understand that failure to comply may result in an enforcement action by the County. This acknowledgement is binding on MY/OUR successors and assigns.**

**Owner/Authorized Agent Name (PRINT):** \_\_\_\_\_

**Owner/Authorized Agent Signature (SIGN):** \_\_\_\_\_ **Date:** \_\_\_\_\_

**OFFICE USE ONLY:**

- Floodplain       Floodway       Wetland       30' from Water's Edge
- Drainage Easement       Utility Easement

**Application #:** \_\_\_\_\_ **Completed By:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Paid By:**       Cash       Check #: \_\_\_\_\_       Credit Card #: \_\_\_\_\_

**Comments:** \_\_\_\_\_

## **REQUIREMENTS**

**CONDITIONS** In kind replacement only

Windows must have a maximum U-factor of 0.30

Skylights must have a maximum U-factor of 0.55

Every sleeping room shall have at least one operable emergency escape and rescue opening. All emergency escape and rescue openings shall have a minimum net clear opening of 5.7 square feet. The minimum net clear opening height shall be 24 inches. The minimum net clear opening width shall be 20 inches. Existing emergency escape and rescue windows cannot be reduced in size by more than 5% of the total area of the window if installing a replacement unit within an existing window frame

**A PERMIT SHALL BE REQUIRED IF PROPERTY HAS A RED TAG**