



PLANNING AND DEVELOPMENT SERVICES

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Planning and Development Services Building Division Policy

Title: Residential Window Replacement Policy

Code Name: *International Residential Code*

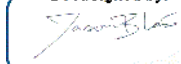
Scope of Policy: Update of an existing policy when replacing window assemblies (frame and glass) in existing residential buildings where the rough openings are not being altered. This policy clarifies requirements concerning emergency escape/rescue windows, safety glazing, and energy code compliance.

Policy: A building permit is required for the replacement of window assemblies in existing residential buildings. The applicant and/or contractor shall request inspections and provide access to verify compliance. When new windows are installed and the rough openings are not altered, the following items shall apply:

1. Existing windows that meet emergency escape/rescue requirements from bedrooms or a basement shall be replaced with new windows complying with emergency escape/rescue requirements as specified in the current adopted *International Residential Code*.
2. Where existing windows do not meet emergency escape/rescue requirements from bedrooms or a basement, however the rough openings are of sufficient size to accommodate a different type of window complying with emergency escape/rescue requirements, the type of window meeting emergency escape/rescue requirements of the current adopted *International Residential Code* shall be installed. For example, changing from an existing single hung window not meeting emergency escape/rescue requirements to a casement type window that meets emergency escape/rescue requirements in the same rough opening.
3. Where existing windows do not meet emergency escape/rescue requirements from bedrooms or a basement, and the rough openings are NOT of sufficient size to accommodate a different type of window complying with emergency escape/rescue requirements, then new windows of the same type and operation as the previous windows shall be allowed to be installed as long as they do not make the situation any worse than what existed before.
4. When replacing existing windows located in hazardous locations as specified in the current adopted *International Residential Code*, the new windows shall meet the requirements of safety glazing under the current adopted code.

5. When existing windows are replaced, the new windows shall meet the required U-value specified in the prescriptive requirements of the current adopted *International Energy Conservation Code*.

Intent: The purpose of this policy is to clarify requirements when windows are replaced in an existing residential building and the rough openings are not being altered. Replacement of windows is an opportune time to improve safety and energy efficiency of a building even when no alterations of the existing rough openings occur. This current policy updates and replaces an existing policy on the subject from May 17, 2010.

DocuSigned by:

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Jason Blais
Building Official

5/1/2025

Effective Date

Date Retired