Plan Submittal Requirements

1. Three sets of plans to scale.

2. Floor plan must include:
   a. Name of each room, i.e. living room, bedroom, kitchen, etc.
   b. Square footage of each room
   c. Size and type of existing windows, i.e. sliders, french doors, etc.
   d. Size and type of proposed windows, i.e. sliders, french doors, etc.

3. Energy efficiency information must be provided for each window. Energy efficiency information examples are:
   a. U-value
   b. Low-E
   c. SHGC