

City of Palm Coast
Building Division
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CONTRACTORS NEWSFLASH

Sunrooms

Effective October 1, 2023

Additions or modifications to an existing residence that fall within the Florida Building Code's definition of a Sunroom will require an affidavit signed by the property owner.

Permit applications shall identify the addition or modification as a "Sunroom" and include a reference to one of the five categories below. The affidavit shall also identify the Sunroom Category type.

The purpose of the permit documentation and owner affidavit is to solve problems at the time of initial permitting of a sunroom related to the contractor and owner's understanding of the various uses and restrictions of sunrooms based on the proposed sunroom category selected and to establish a City record as to the sunroom category type that was permitted for future record keeping purposes.

The Building Division regularly receives permit applications for new sunrooms where the proposed work is in conflict with the Building Code based on the proposed sunroom category as well as permit applications for existing sunrooms where proposed alterations are not allowed based on the existing sunroom type.

Examples include; adding windows to a screened sunroom (Category I) under a window and door replacement permit, adding air conditioning to an existing Category III sunroom – where it is not allowed and constructing or converting a sunroom to a Category IV or V sunroom but not adding required electrical outlets and lighting.

Sunrooms shall be classified in one of the five categories below:

Category I: A thermally isolated sunroom with walls that are open or enclosed with insect screening or 0.5 mm (20 mil) maximum thickness plastic film. The space is non-habitable and unconditioned.

Category II: A thermally isolated sunroom with enclosed walls. The openings are enclosed with translucent or transparent plastic or glass. The space is non-habitable and unconditioned.

Category III: A thermally isolated sunroom with enclosed walls. The openings are enclosed with translucent or transparent plastic or glass. The sunroom fenestration complies with additional requirements for air infiltration resistance and water penetration resistance. The space is non-habitable and unconditioned.

Category IV: A thermally isolated sunroom with enclosed walls. The sunroom is designed to be heated or cooled by a separate temperature control or system and is thermally isolated from the primary structure. The sunroom fenestration complies with additional requirements for water penetration resistance, air infiltration resistance and thermal performance. The space is non-habitable and conditioned.

Category V: A sunroom with enclosed walls. The sunroom is designed to be heated or cooled and is open to the main structure. The sunroom fenestration complies with additional requirements for water penetration resistance, air infiltration resistance and thermal performance. The space is habitable and conditioned.

The sunroom affidavit can be located on our website under permitting documents, and under the specific permit types, addition & alterations.