



City of Jacksonville - Department of Public Works
Building Inspection Division

HOMEOWNER SUNROOM ENCLOSURE AFFIDAVIT

(REVISED: 7/30/2026)

This document is to make you aware of the limitations regarding the enclosure being permitted at your residence. The table below, "Sunroom and Screen Enclosure Requirements", provides a brief description of the various sunroom categories.

There may be restrictions on the use of your present home depending on the category of sunroom you are installing. The property owner is hereby notified that making changes to the sunroom - which could include, but not be limited to, addition of a temperature control system or the removal of doors/windows separating the sunroom from the host structure - may result in non-compliance with the *Florida Building Code*, the *Florida Building Code-Energy Conservation* and Florida State Statutes. The *Florida Building Code-Residential* R301.2.1.1.1 defines the following Sunroom Categories (**check box in front of category to be constructed**):

- ☐ **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 nonhabitable 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 nonhabitable 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 nonhabitable 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 nonhabitable 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.

I have read this complete form, including the summary below, and I understand the requirements and responsibilities of the sunroom category marked above.

Property Owner Signature

Property Owner, Print Name

Date

NOTARY AS TO PROPERTY OWNER

The foregoing instrument was acknowledged before me by means of ☐ physical presence or ☐ online notarization, this _____ day of _____ in 20_____, by _____

☐ Personally Known OR ☐ Produced Identification

Type of ID Produced: _____

Notary Signature: _____

Printed Name: _____

My Commission Expires: _____



SUNROOM CATEGORY REQUIREMENTS

For use with Homeowner Sunroom Enclosure Affidavit

Habitable Space

- Category I: No
 - Category II: No
 - Category III: No
 - Category IV: No
 - Category V: Yes
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Conditioned Space

- Category I: No
 - Category II: No
 - Category III: No
 - Category IV: Yes – Energy calculations required
 - Category V: Yes – Energy calculations required
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Foundation

- All Categories (I–V):

Load-bearing walls supporting no more than one floor level and the roof may be supported by a concrete foundation at least 12 inches wide if supported by continuous footing.

Sunrooms may use a concrete slab on grade if it is at least 3.5 inches thick and does not support a concentrated load over 750 pounds per column.

Sunrooms in Categories I–V may also be supported on a deck built according to the Florida Building Code – Residential. Existing decks must be evaluated by a Florida Design Professional.

Existing Exterior GFI

- All Categories: If a GFI receptacle is currently inside the enclosure, it must be relocated to the exterior.
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Exit Lighting

- Category I: Not required
 - Category II: Not required
 - Category III: Required
 - Category IV: Required
 - Category V: Required
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Interior Electrical Outlets

- Category I: Not required
 - Category II: Not required
 - Category III: Required
 - Category IV: Required
 - Category V: Required
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Emergency Escape Openings

- **Categories I–III:**

Egress from existing structure is allowed if open to the atmosphere and has a screen door leading away from the residence.

- **Categories IV–V:**

Egress and exit must meet Florida Building Code – Residential.

Other Requirements

- **Category I:**

Exterior walls enclosed with screen or plastic film (maximum 20 mil).

Host structure windows/doors may not be removed.

- **Category II:**

Exterior walls enclosed with translucent or transparent plastic or glass.

Fenestration must meet structural design pressure requirements.

Host structure windows/doors may not be removed.

- **Category III:**

Exterior walls enclosed with translucent or transparent plastic or glass.

Fenestration must meet requirements for air-infiltration resistance, water-penetration resistance, and structural design pressure.

Host structure windows/doors may not be removed.

- **Category IV:**

Fenestration must meet air-infiltration resistance, water-penetration resistance, thermal performance, and structural design pressure.

Host structure windows/doors may not be removed.

- **Category V:**

Fenestration must meet air-infiltration resistance, water-penetration resistance, thermal performance, and structural design pressure.

Host structure windows/doors must be removed.