



Permit Submittal Requirements: Roofing

Required Documents:

1. Completed roofing permit application indicate roofing material type.
2. Copy of the contractor's business license (if the homeowner is completing the work for residential a completed homeowner's affidavit is required).

Required Inspections:

1. Sheathing and final inspection (if a roof replacement).
2. Insulation inspection (for commercial low sloped roofs).
3. Final inspection (only required if a re-roof).

Note: For commercial roofs submittals drawing are required for review (not class required for class A shingles if proposed for installation, as allowed for the type of construction) with manufacturer's data sheets and specifications.

Drawings shall indicate scope of work and provide existing parapets, locations of existing drains and scuppers and the proposed roofing material class shall be an approved type for the type of building construction.

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