(Jurisdiction)

Commercial Reroofing Permit Expedited Checklist

Building Permit Office Contact: ____________________________________________

Project Information

Applicant: ____________________________________________ Date: _________________

Address/Contact Info: _______________________________________________________

Property Owner: ____________________________________________________________

Address: _________________________________________________________________

Occupancy Type ____________________________ Construction Type __________________

Project Details

Repair ☐ Recover ☐ Replacement ☐ Comments _________________________________

Existing Roof Covering Assembly ____________________________________________

Proposed Roof Covering Assembly __________________________________________

Roof Slope ____________________________ Existing Insulation Entirely Above Deck __________

Proposed Demolition _______________________________________________________

Energy Efficiency Requirements

Insulation Entirely Above Deck (IEAD) ☐ Metal Building ☐ Attic or Other ☐

Additional Insulation Required (IEAD) ____________________________ Comments __________________

Approvals:

Underlayment (if applicable) ____________________________ Structural __________________________

Fire Rating ____________________________ Energy Efficiency __________________________

Inspection:

______________________________________________________________

Date: ________________________________
Definitions and Requirements Excerpted from the 2015 International Codes

ROOF REPAIR. Reconstruction or renewal of any part of an existing roof for the purposes of its maintenance.

REROOFING. The process of recovering or replacing an existing roof covering. See “Roof recover” and “Roof replacement.”

ROOF RECOVER. The process of installing an additional roof covering over a prepared existing roof covering without removing the existing roof covering.

ROOF REPLACEMENT. The process of removing the existing roof covering, repairing any damaged substrate and installing a new roof covering.

2015 IBC Excerpts:

1511.1 General. Materials and methods of application used for recovering or replacing an existing roof covering shall comply with the requirements of Chapter 15.

1511.3 Roof Replacement. Roof replacement shall include the removal of all existing layers of roof coverings down to the roof deck.

1511.3.1 Roof Recover. The installation of a new roof covering over an existing roof covering shall be permitted where any of the following conditions occur:

1. Where the new roof covering is installed in accordance with the roof covering manufacturer’s approved instructions.
2. Complete and separate roofing systems, such as standing-seam metal roof panel systems, that are designed to transmit the roof loads directly to the building’s structural system and that do not rely on existing roofs and roof coverings for support, shall not require the removal of existing roof coverings.
3. Metal panel, metal shingle and concrete and clay tile roof coverings shall be permitted to be installed over existing wood shake roofs when applied in accordance with Section 1511.4.
4. The application of a new protective coating over an existing spray polyurethane foam roofing system shall be permitted without tear off of existing roof coverings.

1511.3.1.1 Exceptions. A roof recover shall not be permitted where any of the following conditions occur:

1. Where the existing roof or roof covering is water soaked or has deteriorated to the point that the existing roof or roof covering is not adequate as a base for additional roofing.
2. Where the existing roof covering is slate, clay, cement or asbestos-cement tile.
3. Where the existing roof has two or more applications of any type of roof covering.

2015 IECC Excerpts:

C503.3.1 Roof replacement. Roof replacements shall comply with Table C402.1.3 or C402.1.4 where the existing roof assembly is part of the building thermal envelope and contains insulation entirely above the roof deck.

Note: The following are exempt from the requirements of the IECC (See C503 and C504).

Roof Repair and Roof Recover.

Air barriers shall not be required for roof recover, roof repair and roof replacement where the alterations or renovations to the building do not include alterations, renovations or repairs to the remainder of the building envelope.

Roof Covering Types (From IBC Section 1507)

1. Asphalt shingles
2. Clay & concrete tile
3. Metal roof panels
4. Metal roof shingles
5. Mineral-surfaced roll roofing
6. Slate shingles
7. Wood shingles
8. Wood shakes
9. Built-up roofs
10. Modified bitumen roofing
11. Thermoset single-ply roofing
12. Thermoplastic single-ply roofing
13. Sprayed polyurethane foam roofing
14. Liquid applied roofing
15. Vegetative roofing, roof gardens and landscaped roofs
16. Photovoltaic shingles
17. Other