



Roofing, Siding, Windows Permit Application

Rev.20200819

This application and the resulting permit are for roof covering assemblies, siding, and window replacements only. Any structural modifications, interior roof drains or mechanical installations require separate permits. A copy of all listed assembly information must be present at the job site for review by the inspector.

Job Site Address: _____ Date: _____

Property Owner/Business Name: _____

Owner Address: _____

Contractor: _____ Contractor License #: _____

Contractor's Address: _____

Contact Person: _____ Phone #: _____

Building Use:

- Commercial
- Residential

- House
- Garage
- Both

Roof Slope:

- Flat Roof
- Pitched Roof

- Recover
- Tear Off & Recover
- Tear Off, Re-sheath & Recover

Number of Squares to Install: _____ Siding Windows

Number of Windows to Replace: _____ Cost of Project: _____

Please identify any additional project details not identified in the boxes above: _____

Roofing Guidelines

1. An Engineering Report is required for membrane roofs applied over an existing roof.
2. The total number of roofing layers may not exceed 2 after the completion of a new roof. If there are 2 or more layers of roofing currently, then *all* layers must be removed before installing a new layer.
3. A deck or pre-roof inspection is required *prior* to application of new roofing material.
4. Adequate ventilation of the attic space is required.

Ice Shield Requirements

An Ice Barrier that consists of at least 2 layers of underlayment cemented together or of a self-adhering polymer modified bitumen sheet, shall extend from the eave's edge to a point at least 24 inches (610mm) inside the exterior wall line of the building.