



BUILDING & ZONING DIVISION
MINIMUM PLAN REQUIREMENTS ROOFING

Site Address: _____ Primary Contractor or Owner: _____

Please provide the following information:

- I. A completed application form.
II. TWO. Copy of Homeowners Insurance showing the insured value of the home or if not insured, provide a copy of the Property Appraisers value of the structure. (fill in value here) \$ _____

III. Two (2) Copies of this minimum requirements checklist.

IV. Two (2) copies of manufacturer's specification sheets for roofing material and underlayment material.

v. Pitch of the roof: _____

VI. Check one: [] New [] Recovering [] Reroof

VII. Indicate the number of squares used for each type of roof _____

VIII. Describe the following:

A. The weight and type of materials used: _____

B. Spec Number: _____

C. ASTM number: D _____

D. Dade County NOA number: _____

E. Insulation (if any) _____

F. Manufacturer Name: _____

G. Type of deck: _____

H. Indicate nailing pattern of deck (must meet R.803.2.3.1) _____

Roofing permits in Fire Districts A (downtown) and B (St. Armand's Cr.)

Will require a Class A fire rated or Class B fire rated roofing system.

The requirements below are for site built single family homes.

Indicate by circling one of the following options concerning the secondary water barrier:

- a) All joints in structural panel roof sheathing or decking shall be covered with a minimum 4" wide strip of self-adhering polymer modified bitumen tape applied directly to the sheathing or decking.
b) The entire roof deck shall be covered with an approved self-adhering polymer modified bitumen sheet.
c) The entire roof deck shall be covered with an approved asphalt impregnated 30# felt underlayment installed with nails and tin-tabs as required for the HVHZ.
d) Outside of the HVHZ, an underlayment complying with section 1507.2.3 of the Florida building Code, Building fastened as described below or a layer of asphalt impregnated approved #30 felt shall be installed.

Please Note: All roofing must be applied by all of the following standards:

- 1. Hurricane Mitigation Retrofit for existing site built single family structures.
2. Standard for the Installation of Roof Coverings, Florida Building Code 2017, and 2017 FBC Residential.
3. Manufacturer's specifications and installation instructions.

ATTENTION CONTRACTORS: An Inspection Affidavit must be filled out and returned prior to the dry-in/flashing inspection. (No pictures are necessary).

Homeowners acting as their own contractor must call for a sheathing inspection to inspect the nailing pattern prior to dry-in and flashing inspections. Once the nailing pattern is inspected the owner may proceed with dry-in and flashing of the entire roof surface and call in a dry-in and flashing inspection when completed.

When 25% of material is in place they will call for a roof in-progress inspection. When all material has been placed -the owner will call for a roofing final inspection.