

RE-ROOFING A SINGLE FAMILY DWELLING

A general over the counter roofing permit is only valid for removing and applying roofing material. **If roofing boards or sheathing or other material is to be replaced, a building permit is required, and application for such should be acquired at City Hall.**

1. Permit card must be kept on site until completion of project and must be present at time of inspection.
2. Installation of all materials must be done per the manufacturer's specifications.

Required Inspection: When we are able to:

- View underlayment installation including proper installation of ice/water barrier
- Verify flashing
- Verify roof jacks
- Verify deck condition
- Verify adequate ventilation

It is your responsibility to call the Building Inspector's office to schedule an inspection. Please call (763) 479-1720 Metro West Inspection Services between the hours of 8:00 a.m. and 4:30 p.m. Monday thru Friday.

General Roofing Code Requirements:

1. **NO OVERLAY ALLOWED.** New roof coverings shall not be installed without first removing existing roof coverings. International Residential Code Section R907.3

NOTE: For metal roof installations, contact the building inspections office.

2. All valleys, saddles, and side wall connections must have flashings.
Refer to 2006 International Residential Code- Chapter 9 Section R907.5 i.e., Section R907.5. Existing vent flashing, metal edgings, drain outlets, collars & metal counter flashings shall not be reinstalled where rusted, damaged or deteriorated.
3. One layer of self-adhering polymer modified bitumen sheet (Ice & Water barrier) or equivalent shall be applied from the eaves to a line 24 inches inside the exterior wall line. * *This code requirement does not separate nor give exceptions to unheated space vs. heated spaces therefore, this requirement pertains to all roofs. See R905.2. 7.1*
4. Attic Ventilation (roof vents)
1/300 of roof area 50% - 80% to be near the roof ridge. (The balance to be provided by eave or cornice vents). **OR:**
1/150 of roof area if no openings provided in eaves or cornices.

**The State of Minnesota requires that all residential building contractors, remodelers and roofers obtain a state license unless they qualify for a specific exemption from the licensing requirements. Any person claiming an exemption must provide a copy of a Certificate of Exemption from the Department of Labor & Industry to the City before a permit can be issued.*

** To determine whether a particular contractor is required to be licensed or to check on the licensing status of individual contractors, please call the Minnesota Department of Labor & Industry at 651-284-5065 or toll free 1-800-342-5354.*

Note: The aforementioned criteria represents general code requirements relative to a re-roofing project. For specific code requirements, please contact the Building Inspection Department