



RE-ROOF SUBMITTAL CHECKLIST FORM

(RESIDENTIAL – 1 AND 2 FAMILY DWELLING)

Residential structures shall comply with the 2012 International Residential Code IRC (2015 IRC after July 1, 2016).

Roof Recover or Roof Replacement ONLY. If Re-Roof includes: structural changes, alterations or repairs, or a heavier roof covering is proposed, it is NOT a Re-Roof Permit; Standard Building Permit submittal requirements would apply.

This checklist is intended for use to prepare for an inspection. It is general in nature and not intended to address all possible code requirements or conditions.

BELOW IS A CHECKLIST FOR REQUIRED FORMS/DOCUMENTS:

<input type="checkbox"/>	Building Master Permit Application
<input type="checkbox"/>	Contractor’s License Information
<input type="checkbox"/>	City of Milton Business License Information (<i>NOTE: to apply for a City of Milton Business license, go the following website - http://bls.dor.wa.gov/file.aspx; attach receipt to Permit application</i>)

CONDITIONS/REQUIREMENTS FOR INSPECTIONS:

	<ul style="list-style-type: none"> • Secured ladder, meeting minimum safety standards and site access to be provided
	<ul style="list-style-type: none"> • Typically, the inspector performs two (2) site inspections for Re-Roofs: <ul style="list-style-type: none"> ➤ Progress (Nailing) Inspection ➤ Final Inspection
	NAILING OR PROGRESS INSPECTION:
	<ul style="list-style-type: none"> • Existing sheathing to be structurally sound and nailed. Structural elements such as, but not limited to truss and rafter spans, must be capable of supporting all loads. • Enclosed attic or rafter bays shall be cross-ventilated 1 square foot of opening per 150 square foot of attic area (See IRC Section R806 for specific requirements and exceptions). • The following are NOT allowed within attic space: appliances, exhaust fans, and dryer duct vents (this appears to be an issue in homes without all required permits and inspections). • All construction must comply with the current edition of the International Residential Code (IRC) and manufacturer’s product installation instructions.
	FINAL INSPECTION (when ALL work is completed):
	<ul style="list-style-type: none"> • Flashing shall be installed per Chapter 9 of the International Residential Code (IRC). Flashing locations include, but are not limited to: drip-edge at eaves and rakes, wall and roof intersections, and sidewall kick-out flashing.