

Roofing Permit Application



Community Development



RE-ROOF PERMIT APPLICATION-2015 CODE CYCLE

COMMUNITY DEVELOPMENT
525 WEST COTA STREET
SHELTON, WA 98584

PERMIT #

(360) 426-9731

DESCRIPTION OF PROJECT: _____

CALL (2) WORKING DAYS BEFORE YOU DIG 1-800-424-5555 www.callbeforeyoudig.com UTILITIES UNDERGROUND LOCATION CENTER

PARCEL INFORMATION

PARCEL #: _____ LEGAL DESCRIPTION: _____

SITE ADDRESS: _____

PROJECT INFORMATION

IS THIS PARCEL LOCATED WITHIN THE FLOOD ZONE? YES _____ NO _____ HISTORIC DISTRICT: YES ____ N ____

TYPE OF WORK; NEW: _____ ADDITION: _____ REPAIR: _____ ALTERATION: _____ DEMOLITION: _____

USE OF BUILDING: _____

LOCATION OF FIXTURES/UNITS: FIRST FLOOR: _____ SECOND FLOOR: _____ BASEMENT: _____ GARAGE: _____

OTHER: _____

OWNER INFORMATION

NAME: _____ E-MAIL: _____

MAILING ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ ALT. PHONE: _____

CONTACT INFORMATION

NAME: _____ E-MAIL: _____

PHONE: _____ ALT. PHONE: _____

CONTRACTOR INFORMATION

NAME: _____ E-MAIL: _____

MAILING ADDRESS: _____ CITY: _____ STATE: _____ ZIP: _____

PHONE: _____ ALT. PHONE: _____

L&I REG. #: _____ EXPIRES ___ / ___ / ___ CITY LICENSE # _____

ARCHITECT/DESIGNER: _____ CONTACT PHONE #: _____

E-MAIL ADDRESS: _____ LICENSE #: _____ EXP. DATE: _____

ENGINEER: _____ CONTACT PHONE #: _____

E-MAIL ADDRESS: _____ LICENSE #: _____ EXP. DATE: _____

<u>Owner's Affidavit</u> I certify that I am exempt from the requirements of the contractor's registration law RCW 18.27, and I am aware of the City of Shelton's ordinance requirements for which this permit is issued and that all work done will be in conformance therewith. No changes shall be made without obtaining approval from the Building Department.		<u>Contractor's Affidavit</u> I certify that I am a currently registered contractor in the State of Washington and I am aware of the ordinance requirements regulating the work for which the permit is issued and all work done in conformance therewith. No changes may be made without first obtaining approval from the Building Department.	
Signature of Owner	Date	Signature of Contractor	Date

SQUARE(S) X	Cost per SQUARE=	Valuation
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No. of Stories:	Type of Construction:
Occupancy Group:	Size of Building Roof (total sq. ft):
Roof Pitch:	Number of Existing Layers:
Roof Deck Replacement: YES ___ NO ___	Classification of Roofing: A ___ B ___ C ___
Will insulation be installed? YES ___ NO ___	Is the building primarily heated with electricity? Y ___ N ___

CHOOSE AN OPTION BELOW:	State Surcharge Fee	\$ 4.50
___ CLASS A ___ B ___ (HOTMOP & TORCHDOWN) \$121.00 per square	Building Permit Fee	\$
___ COMPOSITION (ROLL/3-TAB) \$121.00 per square	Plan Review Fee	\$
___ COMPOSITION WITH PLYWOOD (TEAR-OFF) \$165.00 per square	Violation Fee	\$
___ METAL \$165.00 per square	Investigation Fee	\$
___ SHAKE \$165.00 per square	Other	\$
___ SHINGLE \$187.00 per square	TOTAL FEES	\$

- *ROOFING CANNOT EXCEED TWO LAYERS
- *ROOFING MANUFACTURER SPECIFICATIONS REQUIRED ON SITE.
- *ROOF DECK AND INSULATION INSPECTION REQUIRED PRIOR TO THE PLACEMENT OF NEW ROOFING ON COMMERCIAL PROJECTS.

COMMERCIAL APPLICANTS SHALL BE REQUIRED TO SUBMIT (3) SETS OF CONSTRUCTION DOCUMENTS.

Construction documents shall be dimensioned and drawn upon suitable material. Electronic media documents are permitted to be submitted. *Construction documents* shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this code and relevant laws, ordinances, rules and regulations, as determined by the building official.

Construction documents should include:

- *A site plan*
- *Roof plan*
- *Manufacturer specifications of proposed roofing materials*
- *Structural information/calculations as required by section 1603 of the 2015 IBC including 1603.1.2, 1603.1.3, 1603.1.8 (If applicable)*
- *Proposed deferred submittals- Deferral of any submitted items shall have the prior approval of the building official.*

2015 IBC [A] 110.1 General. Construction or work for which a *permit* is required shall be subject to inspection by the *building official* and such construction or work shall remain accessible and exposed for inspection purposes until *approved*. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction. Inspections presuming to give authority to violate or cancel the provisions of this code or of other ordinances of the jurisdiction shall not be valid. It shall be the duty of the *owner* or the *owner's* authorized agent to cause the work to remain accessible and exposed for inspection purposes. **Neither the *building official* nor the jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.**

**MASON COUNTY FD 5
FIRE PROTECTION STANDARD #2002-0006
ROOFING OPERATIONS INVOLVING
HEAT SOURCES AND HOT PROCESSES**

A PERMIT IS REQUIRED FOR ROOFING OPERATIONS. THE PERMIT MUST BE ON SITE AT THE TIME THE ROOFING OPERATION COMMENCES.

GENERAL

IF A FIRE OR HOT SPOT IS SUSPECTED, CALL 911. IF A FIRE OR HOT SPOT IS DETECTED OR EXTINGUISHED, THE FIRE DEPARTMENT SHALL BE NOTIFIED TO RESPOND.

The contractor shall be responsible to MAINTAIN A FIRE WATCH FOR A MINIMUM OF 2 HOURS FOR A NON-SPRINKLERED BUILDING AND 1 HOUR FOR A SPRINKLERED BUILDING. Interior attic and exterior roof inspections shall be conducted.

ASPHALT AND TAR KETTLES

1. Asphalt and tar kettles shall be located in a safe place outside of the building or on a noncombustible area of the roof.
2. A lid that can be closed by means of gravity shall be provided on all roofing kettles.
3. Used roofing mops and rags shall be cleaned of excess asphalt and stored away from the building and combustible materials.
4. Kettles shall be constantly attended when in operation.

SINGLE-PLY AND TORCH-APPLIED ROOFING SYSTEMS

1. Torches shall be equipped with torch stands to direct flames upwards when not in use and shall be equipped with pilot and flame height adjustment.
2. All fuel containers shall be located at least 10 feet from any open flame.
3. Safety caps shall be tied to cylinders and installed on valves. Cylinders shall be secured in a manner to prevent them from falling over.
4. WATCH YOUR FLAMES. Open flames shall not be directed towards voids, cracks or attic openings.
5. Beware of roof exhaust fans and HVAC units, which may have accumulations of dust and/or grease. HVAC units and ventilation fans should be shut during torch operations in the area.
6. Expansion joints should be filled with mineral wool or ceramic fiber with a steel cover plate. Joints should be protected from direct flame contact.

FIRE EXTINGUISHERS FOR ROOFING OPERATIONS

1. There shall be at least one (1) 2-A:20-B:C rated portable fire extinguisher within 30 feet of every roofing kettle in operation, and within 20 feet of torch-applied roof equipment.

FUEL FOR ROOFING OPERATIONS

1. Fuel containers shall be located at least 10 feet from any open flame.
2. Solid fuel or Class I liquids shall not be used as fuel for roofing kettles.

**Mike Patti, Assistant Fire Chief
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Revised 10/12/17