



2241 221st Ave. NE • East Bethel, MN 55011
Phone: (763) 367-7844 • Fax: (763) 434-9578

PERMIT APPLICATION FOR RESIDENTIAL RE-ROOFING

JOB ADDRESS: _____

Owner's Name: _____ Phone: _____

Email: _____

General Contractor (If being used): _____

Phone: _____ Contractors Lic. #: _____

E-mail: _____

(If permit applications and payment are mailed into City Hall, then the issued permit will be emailed to this email address)

Type of roofing to be used: Asphalt Residential Steel Other _____

Structures to be re-roofed: Primary Detached garage(s) Other _____

- Shingles must be wind rated for at least 90 mph.
- If using **steel** roofing, then you must have the Manufacturer's Installation Instructions on site for the final inspection. The Manufacturer's Installation Instructions must say that the steel product is approved for residential use. Pictures of the installation process are required in lieu of ice and water shield pictures.
- If using **photovoltaic** shingles, then Manufacture's Installation Instructions must be submitted with this application. Shingles must be wind rated for at least 90 mph.
- Pictures of the Ice and Water Shield will be required at the final inspection.
We do not accept emailed pictures. Either print them off and have available for the final inspection or schedule the inspection so that you can meet our inspector at the job site and show him the pictures of the Ice and Water Shield on your phone/camera.
- Best practice is to have a dumpster on site for when you are tearing off shingles.

SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, HEATING AND A/C, FIREPLACE, AND FIRE SPRINKLERS.

THIS PERMIT BECOMES NULL AND VOID IF WORK OR CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN 180 DAYS, OR IF CONSTRUCTION OR WORK IS SUSPENDED OR ABANDONED FOR A PERIOD OF 180 DAYS AT ANY TIME AFTER WORK IS COMMENCED.

The Permit Applicant is responsible for making sure all inspections are completed prior to the permit expiration date. If Permit expires, a new permit application and permit fee is required.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HERIN OR NOT. THE GRANTING OF A PERMIT DOES NOT PRESUME TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

TOTAL AMOUNT DUE: \$101.00

SIGNATURE OF CONTRACTOR OR AUTHORIZED AGENT _____ DATE _____

SIGNATURE OF OWNER (IF OWNER IS BUILDING) _____ DATE _____

RESIDENTIAL ROOFING REQUIREMENTS

- Fill out Permit Application.
- Asphalt shingles shall be used only on roof slopes of 2 units vertical in 12 units horizontal or greater.
- Flashing against a vertical sidewall shall be by step-flashing, kick-out flashing is required to divert water away from walls.
- A cricket or saddle shall be installed for any chimney or penetration more than 30 inches wide, and shall be sheet metal or of the same material as the roof covering.
- Roof Ice Barrier underlayment shall extend at least 24 inches inside the exterior wall line of the building. Exception: Detached accessory buildings that contain no conditioned space.
- Fasteners for asphalt shingles shall be galvanized steel, stainless steel, aluminum or copper roofing nails, minimum 12 gauge shank with a minimum 3/8 inch diameter head and a length to penetrate through the roofing materials and 3/4 inch into the roof sheathing. Staples only permitted if approved by the manufacturer. Shingles shall have the minimum number of fasteners required by the manufacturer. Normal application requires not less than four fasteners per strip shingle or two fasteners per individual shingle.
- Roof ventilation is required. Minimum of 1/150 of the area requires ventilation, or 1/300 is permitted provided at least 50 percent of the ventilation is provided by vent openings in the eaves.
- Photos of the Ice Barrier underlayment can remain on-site and taped to the front door. When the project is finished please call the Building Inspector at (763) 367-7844 for a final inspection.

Residential Roofing Permit Fee \$101.00.

There is a \$1.00 Surcharge that will be added.