



ROOFING REPLACEMENT



*****Failure to comply may result in the requirement to remove roofing materials, penalty fees, and/or a license investigation under Minnesota Statute 326B.84.*****

General Requirements

- **Complete a Building Permit Application**
- May only be a one or two-family (IRC-1 or IRC-2) dwelling on a single lot, or an accessory structure to an IRC-1 or IRC-2 (No townhomes, condominiums, etc.)
- May **NOT** be controlled by an association
- Must remove all existing roof covering materials to expose decking (No overlay)
- May **NOT** repair, replace, remove, or install any structural member
- All materials and the installation of all materials must comply with the 2007 Minnesota State Building Code and the manufacturers' installation specifications for each product.

Permit Card (throughout the project)

- **POSTED** prior to start of work
- **VISIBLE** from street or driveway
- **ACCESSIBLE** to the inspector

Inspection:

- **MUST Schedule by 4:30 p.m. the Business Day Prior to the Inspection Day.**
- We want to perform the required inspection while your representative is on site, during the installation process, and prior to the completion of the project. The taking of photographs showing decking, ice barrier, underlayment, and flashing, for review by the inspector, is always a good idea.
- Your representative must be able to communicate with the inspector
- Office Hours: Monday–Friday • 8:00 a.m. - 4:30 p.m.
- Phone: (952) 442-7520 or (888) 446-1801

Warning: The inspector may issue an order to remove materials to prove compliance with the MN State Building Code and manufacturer's installation requirements.

If a re-inspection is required to verify compliance with the code, a re-inspection fee will apply and the permit holder (the signing applicant) or the permit holder's representative must meet the inspector at the site to provide access.

Note: 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.

Note: 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 represent general code requirements relative to a roofing project. For specific code requirements, please contact the Building Inspection Department at 952-442-7520 or 888-446-1801 or e-mail: info@mnspect.com.

Roofing Checklist

The following is a guideline to assist in the compliance with the requirements of the MN State Building Code.

- Identify the roof pitch(s) to determine which approved roof covering(s) can be installed

<u>Roof Covering</u>	<u>Pitch Requirements</u>	<u>Roof Covering</u>	<u>Pitch Requirements</u>
Asphalt Shingles	2" rise per 12" run or greater (▲★★)	Metal Roof Panels (lapped, with sealant)	½" rise per 12" run or greater
Clay/Concrete Tile	2½" rise per 12" run or greater (★★)	Metal Roof Panels (standing seam)	¼" rise per 12" run or greater
Wood Shingles/Shakes	3" rise per 12" run or greater (▲★)	Modified Bitumen Roofing	¼" rise per 12" run or greater
Metal Shingles	3" rise per 12" run or greater (▲★)	Thermoset Single-ply Roofing	¼" rise per 12" run or greater
Metal Roof Panels (lapped, no sealant)	3" rise per 12" run or greater	Thermoplastic Single-ply Roofing	¼" rise per 12" run or greater
Slate Shingles	4" rise per 12" run or greater (▲★)	Liquid-applied Coatings	¼" rise per 12" run or greater
Mineral-surfaced Roll Roofing	1" rise per 12" run or greater	Sprayed Polyurethane Foam Roofing	¼" rise per 12" run or greater

- Remove all prior-existing roof covering materials so there is no overlay
- Make sure the roof decking is in good condition and there are no gaps greater than ¼ inch wide
- Obtain a Building Permit if any structural members need to be repaired, replaced, and/or added
- ▲ Install the required ice barrier starting at the eaves to a point **no less than 24" beyond the exterior wall** (measured horizontally) (exception: detached structures that are not heated)
- Make sure all flashing is constructed of a minimum 26 gauge galvanized metal
- Install the front wall, vertical sidewall, soil stack, vent pipe, and/or chimney flashing in accordance with the manufacturer's printed instructions
- Install valley linings and flashing
- A cricket or saddle is required on all chimneys or penetrations that are more than 30 inches wide (measured perpendicular to the slope)
- ★ Install the required underlayment materials, ensuring the underlayment materials extend to the edges of the roof deck. **★(Roofs with pitches of 4:12 or less have double underlayment requirements applied with 19" strip along eave and then 36" strips lapped a minimum of 19". Please call if you need additional information.)**
- Ensure all roof covering materials are installed in accordance with the manufacturers' installation instructions.
- Ensure all venting terminations extend through the roof deck and are properly flashed.
- Ensure the minimum attic ventilation is provided.

How to calculate the minimum required attic ventilation:

1. When soffit venting is provided, 1sq. ft. of ventilation opening for every 300 sq. ft. of attic space is required (20%-50% of the net required ventilation opening must be located in the soffit).
2. When no soffit venting is provided, 1 sq. ft. of ventilation opening for every 150 sq. ft. of attic space is required.

- All removed and excess roofing materials must be disposed of at an MPCA approved landfill.