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## **COMMERCIAL RE-ROOFING** Permit Submittal Information

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The roofing of a structure can span from being simple to very complex. There are several items needed when submitting for a roof permit to determine the finished roofing project meets the minimum requirements of the 2012 ICC Building Codes

The customer needs to provide the following items before a permit can be issued:

1. **Construction Plan Review** – Information Required
  - a. Number of layers of roofing existing on the roof at the time of permit.
    - i. If there are multiple layers the contractor cannot remove a layer and then add the new roofing product.
  - b. Provide roof plan of building.
  - c. Core sampling results of the roofing layers and insulation.
  - d. Provide the specifications for the type of roofing that's going back.
  - e. Copy of the roofing product's installation standards.
  - f. A detail must illustrate whether the slope of the roof part of the decking or the insulation.
  - g. The roofing product must be rated for 90 mph or better wind speeds.
  - h. Is there any mechanical equipment going to be removed from the roof to install the roofing product?
    - i. If yes, then provide a detailed layout of the location of the equipment and provide the mechanical and electrical permits for the reinstallation of the equipment by GA licensed appropriate trade contractors.
2. **Zoning** – Information Required
  - a. If the project is in an overlay zoning district, the Office of Planning or UDC review is required, provide photos.