

CITY OF EASTLAKE
BUILDING DEPARTMENT
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RE-ROOF APPLICATION PERMIT

DATE: _____

PERMIT FEE: \$65.40

CONTRACTOR FEE: \$140.40

JOB LOCATION: _____

ESTIMATED PROJECT VALUE: \$ _____

CONTRACTOR INFORMATION

PROPERTY OWNER INFORMATION

NAME: _____

NAME: _____

ADDRESS: _____

ADDRESS: _____

CITY: _____

CITY: _____

STATE, ZIP CODE: _____

STATE, ZIP CODE: _____

PHONE NO: _____

PHONE NO: _____

EMAIL: _____

EMAIL: _____

DESCRIPTION OF WORK:

(Over)

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RE-ROOF APPLICATION PERMIT

INSTRUCTIONS: To avoid inspection delays answer all questions below

1. Does the roof have 2 or more layers? Yes _____ No _____ if yes, tear off is required
2. Is the existing roof, water soaked? Yes _____ No _____ if yes, tear off is required
3. Will this be a complete tear-off? Yes _____ No _____
4. What type of roof is in place now?
Asphalt _____ Wood Shank _____ Slate _____ Other _____
5. What type of roofing material will be used?
Asphalt _____ Wood Shank _____ Slate _____ Other _____
6. Are eave vents or soffit vents being used: Yes _____ No _____
7. Fire classification of new roof? _____

To determine roof ventilation requirements, perform the following calculation:

If roof and soffit vents are being used, follow this:

Sq. ft. of the roof area: _____ divide by 300: _____ = ventilation required _____

If roof and soffit vents are NOT being used, follow this:

Sq. ft. of the roof area: _____ divide by 150: _____ = ventilation required _____

IMPORTANT NOTICE TO ALL HOMEOWNERS

IF YOU OBTAIN THIS PERMIT ON THE BEHALF OF A CONTRACTOR YOU ARE LIABLE FOR ALL WORK INCLUDING ANY VIOLATIONS OR UNFINISHED WORK. ADDITIONALLY, CONTRACTORS MUST BE CURRENTLY REGISTERED WITH THE CITY OF EASTLAKE.

(Over)

GENERAL INFORMATION FOR INSTALLING A RESIDENTIAL ROOF

1. Ice Guard protection is required starting from the edge of the eave or soffit to a minimum of 24 inches inside the exterior wall line of the building, per 2006 residential Code of Ohio R905.2.7.1 Ice protection is required. One (1) hour notice is requested for Ice Guard inspection.
2. All roof coverings shall be installed in accordance to the manufacturer's instructions.
3. A minimum of 15 pound felt shall be used, but 30 pound may be required; follow manufacturer's instructions.
4. Base and cap flashing shall be installed in accordance to the manufacturer's instructions.
5. Complete tear off of old roof is required if existing roof is water soaked or shingles are curled; or if existing roof covering is slate, wood shake, clay, cement or asbestos cement tiles.
6. Maximum of two (2) layers of roofing materials can be installed, provided first layer is not damaged or water soaked and with manufacturer's approval.
7. All damaged, water soaked or deteriorated sheathing shall be replaced.
8. Call 24 hours in advance for final inspection.
9. See Sections 806 and 907 of the O.R.C. or Section 1501 of the O.B.C. for other requirements.

SIGNATURE OF OWNER/CONTRACTOR

DATE

