



*Department of Sustainable Development
Building Services
954-828-6520*

ROOF PERMIT FORMS

Permit Application (use black or blue ink only)

- Owner Builder Affidavit if homeowner is acting as contractor (owner must provide proof of residency at job address and this affidavit must be signed before a Notary Public **at the Building Department.**
- 2 Notices of Commencement if job cost is \$2,500 or more (filed at Broward County Government Center East, Room 114, 115 S. Andrews Avenue, Fort Lauderdale, FL)
- 2 completed roofing application packets
- 2 copies of Miami-Dade County Notice of Acceptance (product approvals) - obtained from point of purchase (please circle appropriate information instead of highlighting)

Re-roofs (single-family residences):

Single-family residences with an assessed value of \$300,000 or more require:

- One copy of the Broward County Property Appraiser's assessed valuation of the building (see attached sample) - available at www.bcpa.net.
- Two Roof to Wall Connection Affidavits (complete owner and job address information only at time of submission - remainder of form to be completed and placed on job site by final inspection) Found under forms and applications section of Building Permits page.

Re-roofs (other than single-family residences):

Yellow copy from Statement of Responsibilities Regarding Asbestos form, obtained at Broward County Development and Regulation Division (DER) – see attached sample.

For lightweight concrete installation, please use Lightweight Concrete Installation Packet

**CHAPTER 15, SECTION 1524
HIGH VELOCITY HURRICANE ZONES
REQUIRED OWNERS NOTIFICATION FOR ROOFING CONSIDERATIONS**

1524.1 Scope. As it pertains to this section, it is the responsibility of the roofing contractor to provide the owner with the required roofing permit, and to explain to the owner the content of this section. The provisions of Chapter 15 of the Florida Building Code, Building govern the minimum requirements and standards of the industry for roofing system installations. Additionally, the following items should be addressed as part of the agreement between the owner and the contractor. The owner's initial in the designated space indicates that the item has been explained.

____ 1. Renailing Wood Decks: When replacing roofing, the existing wood roof deck may have to be renailed in accordance with current provisions of Chapter 16 (high-Velocity Hurricane Zones) of the Florida Building Code, Building. (The roof deck is usually concealed prior to removing the existing roof system.)

____ 2. Exposed ceilings: Exposed, open beam ceilings are where the underside of the roof decking can be viewed from below. The owner may wish to maintain the architectural appearance; therefore, roofing nail penetrations of the underside of the decking may not be acceptable. The owner provides the option of maintaining this appearance.

____ 3. Overflow Scuppers (wall outlets): It is required that rainwater flow off so that the roof is not overloaded from a buildup of water. Perimeter/edge walls or other roof extensions may block this discharge if overflow scuppers wall outlets) are not provided. It may be necessary to install overflow scuppers in accordance with the requirements of: Chapter 15 and 16 herein and the Florida Building Code, Plumbing.

Owner's/Agent's Signature

Date

Contractor's Signature

City of Fort Lauderdale

Building Department

All roofing applications require this Rooftop Equipment Affidavit along with the High Velocity Hurricane Zone Uniform Permit Application Form.

ROOFTOP EQUIPMENT AFFIDAVIT

Application #: _____

Job Address: _____

Subdivision: _____ Lot: _____ Block: _____

Company Name: _____

Address: _____

Name of Qualifier: _____ License # _____

Is any mechanical equipment being relocated or replaced? Yes No

If yes, a mechanical permit is required.

If curb or stand is proposed, two (2) copies of plans sealed by an engineer showing the attachment of stand/curb to roof and to the equipment are required. These plans must be in accordance with Florida Building Code Section 1522 in its entirety. Upon submittal of an alteration or addition of a curb or stand, the Planning Division may determine that alteration of an existing screening device or addition of a screening device may be required.

Qualifier/Contractor Signature Date

Sworn to and subscribed before me this _____ day of _____

by _____ Produced as ID: _____

Notary Public, State of Florida _____

Notary Signature

**SECTION 1525
HIGH-VELOCITY HURRICANE ZONES UNIFORM PERMIT APPLICATION**

Florida Building Code 5th Edition (2014)
High-Velocity Hurricane Zone Uniform Permit Application Form

INSTRUCTION PAGE

COMPLETE THE NECESSARY SECTIONS OF THE UNIFORM ROOFING PERMIT APPLICATION FORM AND ATTACH THE REQUIRED DOCUMENTS AS NOTED BELOW:

Roof System	Required Sections of the Permit Application Form	Attachments Required See List Below
Low Slope Application	A,B,C	1,2,3,4,5,6,7
Prescriptive BUR-RAS 150	A,B,C	4,5,6,7
Asphaltic Shingles	A,B,D	1,2,4,5,6,7
Concrete or Clay Tile	A,B,D,E	1,2,3,4,5,6,7
Metal Roofs	A,B,D	1,2,3,4,5,6,7
Wood Shingles and Shakes	A,B,D	1,2,4,5,6,7
Other	As Applicable	1,2,3,4,5,6,7

ATTACHMENTS REQUIRED:

1.	Fire Directory Listing Page
2.	From Product Approval: Front Page Specific System Description Specific System Limitations General Limitations Applicable Detail Drawings
3.	Design Calculations per Chapter 16, or if applicable, RAS 127 or RAS 128
4.	Other Component of Product Approval
5.	Municipal Permit Application
6.	Owners Notification for Roofing Considerations (Reroofing Only)
7.	Any Required Roof Testing/Calculation Documentation

Florida Building Code 5th Edition (2014)

High-Velocity Hurricane Zone Uniform Permit Application Form.

Section A (General Information)

Master Permit No. _____ Process No. _____

Contractor's Name _____

Job Address _____

ROOF CATEGORY

- Low Slope
- Asphaltic Shingles
- Mechanically Fastened Tile
- Metal Panel/Shingles
- Prescriptive BUR-RAS 150
- Mortar/Adhesive Set Tiles
- Wood Shingles/Shakes

ROOF TYPE

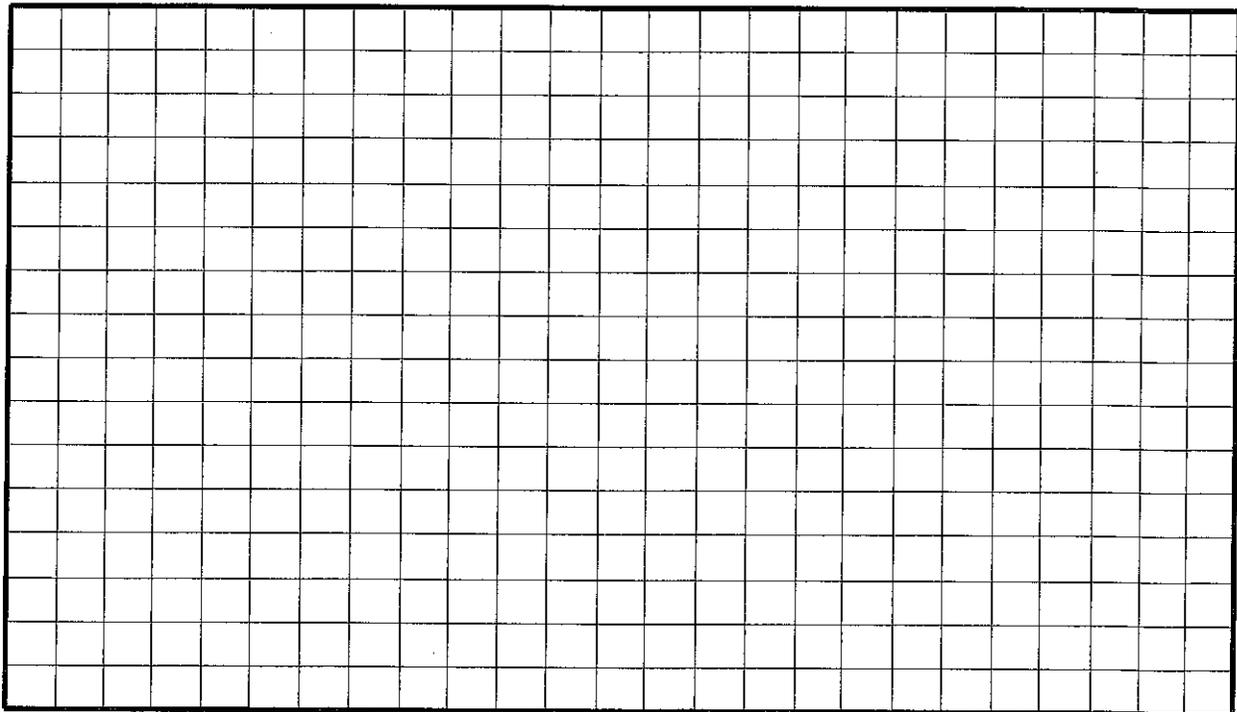
- New roof
- Repair
- Maintenance
- Reroofing
- Recovering

ROOF SYSTEM INFORMATION

Low Slope Roof Area (SF) _____ Steep Sloped Roof AREA (SSF) _____ Total (SF) _____

Section B (Roof Plan)

Sketch Roof Plan: Illustrate all levels and sections, roof drains, scuppers, overflow scuppers and overflow drains. Include dimensions of sections and levels, clearly identify dimensions of elevated pressure zones and location of parapets.



**Florida Building Code 5th Edition (2014)
High-Velocity Hurricane Zone Uniform Permit Application Form.**

Section C (Low Slope Application)

Fill in specific roof assembly components and identify manufacturer

(If a component is not used, identify as "NA")

System Manufacturer: _____

Product Approval No.: _____

Design Wind Pressures, From RAS 128 or Calculations:

P1: _____ P2: _____ P3: _____

Max. Design Pressure, from the specific product approval system: _____

Deck: _____

Type: _____

Gauge/Thickness: _____

Slope: _____

Anchor/Base Sheet & No. of Ply(s): _____

Anchor/Base Sheet Fastener/Bonding Material: _____

Insulation Base Layer: _____

Base Insulation Size and Thickness: _____

Base Insulation Fastener/Bonding Material: _____

Top Insulation Layer: _____

Top Insulation Size and Thickness: _____

Top Insulation Fastener/Bonding Material: _____

Base Sheet(s) & No. of Ply(s): _____

Base Sheet Fastener/Bonding Material: _____

Ply Sheet(s) & No. of Ply(s): _____

Ply Sheet Fastener/Bonding Material: _____

Top Ply: _____

Top Ply Fastener/Bonding Material: _____

Surfacing: _____

Fastener Spacing for Anchor/Base Sheet Attachment:

Field: _____" oc @ Lap, # Rows _____ @ _____" oc

Perimeter: _____" oc @ Lap, # Rows _____ @ _____" oc

Corner: _____" oc @ Lap, # Rows _____ @ _____" oc

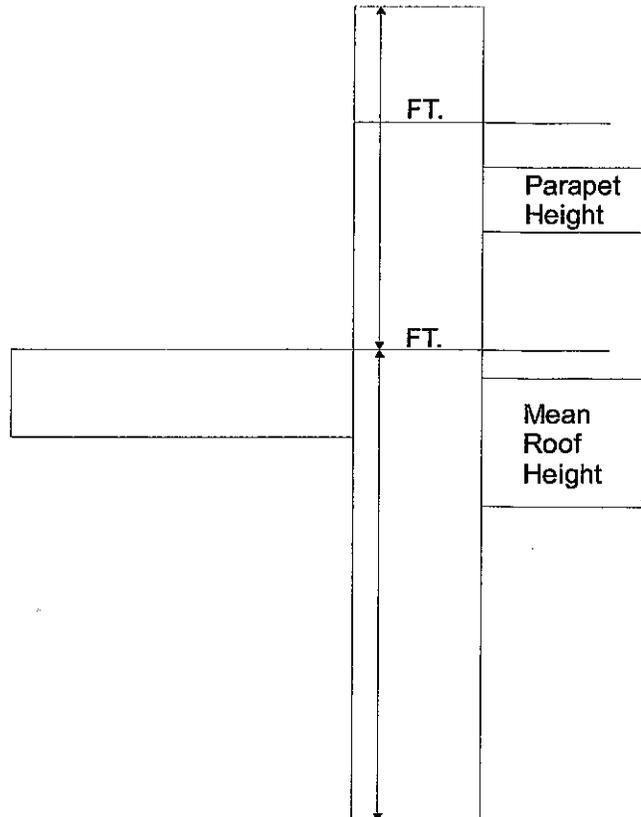
Number of Fasteners Per Insulation Board:

Field _____ Perimeter _____ Corner _____

Illustrate Components Noted and Details as Applicable:

Woodblocking, Gutter, Edge Termination, Stripping, Flashing, Continuous Cleat, Cant Strip, Base Flashing, Counterflashing, Coping, Etc.

Indicate: Mean Roof Height, Parapet Height, Height of Base Flashing, Component Material, Material Thickness, Fastener Type, Fastener Spacing or Submit Manufacturers Details that Comply with RAS 111 and Chapter 16.



**Florida Building Code 5th Edition (2014)
High-Velocity Hurricane Zone Uniform Permit Application Form**

Section D (Steep Sloped Roof System)

Roof System Manufacturer: _____

Notice of Acceptance Number: _____

Minimum Design Wind Pressures, If Applicable (From RAS 127 or Calculations):
P1: _____ P1: _____ P1: _____

Deck Type:

Type Underlayment:

Insulation:

Fire Barrier:

Fastener Type & Spacing:

Adhesive Type:

Type Cap Sheet:

Roof Covering:

Type & Size Drip Edge:

Roof Slope:
_____: 12

Ridge Ventilation?

Mean Roof Height: _____

Florida Building Code 5th Edition (2014)

High-Velocity Hurricane Zone Uniform Permit Application Form.

Section E (Tile Calculations)

For Moment based tile systems, choose either Method 1 or 2. Compare the values for M_t with the values from M_r . If the M_t values are greater than or equal to the M_r values, for each area of the roof, then the tile attachment method is acceptable.

Method 1 "Moment Based Tile Calculations Per RAS 127"

(P1: ___ x λ ___ = ___) - Mg: ___ = M_{r1} ___ Product Approval M_t ___
 (P2: ___ x λ ___ = ___) - Mg: ___ = M_{r2} ___ Product Approval M_t ___
 (P3: ___ x λ ___ = ___) - Mg: ___ = M_{r3} ___ Product Approval M_t ___

Method 2 "Simplified Tile Calculations Per Table Below"

Required Moment of Resistance (M_r) From Table Below: _____ Product Approval M_t _____

M _r required Moment Resistance*					
Mean Roof Height Roof Slope	15'	20'	25'	30'	40'
2:12	34.4	36.5	38.2	39.7	42.2
3:12	32.2	34.4	36.0	37.4	39.8
4:12	30.4	32.2	33.8	35.1	37.3
5:12	28.4	30.1	31.6	32.8	34.9
6:12	26.4	28.0	29.4	30.5	32.4
7:12	24.4	25.9	27.1	28.2	30.0

*Must be used in conjunction with a list of moment based tile systems endorsed by the Broward County Board of Rules and Appeals.

For Uplift based tile systems use Method 3. Compared the values for F' with the values for F_r . If the F' values are greater than or equal to the F_r values, for each area of the roof, then the tile attachment method is acceptable.

Method 3 "Uplift Based Tile Calculations Per RAS 127"

(P1: ___ x L ___ = ___ x w: = ___) - W: ___ x cos θ ___ = F_{r1} ___ Product Approval F' ___
 (P2: ___ x L ___ = ___ x w: = ___) - W: ___ x cos θ ___ = F_{r2} ___ Product Approval F' ___
 (P3: ___ x L ___ = ___ x w: = ___) - W: ___ x cos θ ___ = F_{r3} ___ Product Approval F' ___

Where to Obtain Information		
Description	Symbol	Where to find
Design Pressure	P1 or P2 or P3	RAS 127 Table 1 or by an engineering analysis prepared by PE based on ASCE 7
Mean Roof Height	H	Job Site
Roof Slope	θ	Job Site
Aerodynamic Multiplier	λ	Product Approval
Restoring Moment due to Gravity	M_g	Product Approval
Attachment Resistance	M_t	Product Approval
Required Moment Resistance	M_g	Calculated
Minimum Attachment Resistance	F'	Product Approval
Required Uplift Resistance	F_r	Calculated
Average Tile Weight	W	Product Approval
Tile Dimensions	L = length W = width	Product Approval
All calculations must be submitted to the building official at the time of permit application.		