Residential Roofing
PROJECT GUIDE

SUBMITTAL REQUIREMENTS

Building Permit. A building permit is required for all roofing projects, which may be either an overlay of new shingles on top of an existing layer or a tear off with a new layer of shingles installed over sheathing.

Include with your permit application the name of your contractor, if applicable. All contractors must be registered with the city.

REVIEW PROCESS

A permit will be issued upon submission of a complete application.

SPECIFICATIONS

- The building code allows a maximum of two layers of shingles. If there are already two layers existing, they will need to be torn off before installing new shingles.
- A minimum base layer of 15# roof felt is required under asphalt shingles.
- Ice and water shield must be installed a minimum of 24" from the inside face of the exterior walls, as required by Ohio Codes.
- If the roof or a portion of the roof has a slope or pitch of 2/12 or less, then rolled roofing is required.
- Asphalt shingles cannot be installed over a slate or tile roof unless the shingle manufacturer states their product may be used in this manner.

FEES AND INSPECTIONS

- See fees listed on Permit Fee Schedule.
- An inspection must be done when the ice barrier/underlayment has been installed, and a final inspection is required once the work is complete. A minimum of 24-hour notice is required to schedule inspections.