



City of San Clemente Building Division

910 Calle Negocio, Suite 100
San Clemente, CA 92673
(949) 361-6100

SMOKE DETECTORS REQUIRED IF NOT EXISTING IN R-3 OCCUPANCIES – SEE ATTACHED FORM BI-34

Date _____
Permit No. _____
Site Address _____
Owners Name _____
Owners Phone # _____
WMP _____

RE-ROOFING INFORMATION

- Entire Roof Partial Roof
(Plot Plan is required to show area of re-roof.)

1. Number of buildings to be re-roofed: _____
2. Number of existing roof coverings and type:
a. _____ b. _____ c. _____
3. Pitch of roof(s): _____
4. Number of squares to be re-roofed: _____
5. Complete description of work to be done, including materials to be used; number and type of underlayment etc.

6. **Class A roof assemblies.** *Class A roof assemblies (tested per ASTM E108, UL790, or ASTM D2898) are those that are effective against severe fire test exposure. Class A roof assemblies and roof coverings shall be listed and identified as Class A by an approved testing agency. Research Report # _____*
7. Contract Price: \$ _____
8. Calculations by a California licensed Architect, Civil, or Structural Engineer shall be required to justify the capacity of existing roof framing to support new roof materials which has installed weight greater than existing roofs material weight.
If total roof load exceeds - 7 lbs/sq. ft. vertical analysis required.
If total roof load exceeds - 10 lbs/ sq. ft. vertical & lateral analysis required.

INSPECTION PROCEDURE

- A. PRE-INSPECTION AND WRITTEN APPROVAL BY THE BUILDING INSPECTOR SHALL BE OBTAINED PRIOR TO APPLICATION OF ANY RE-ROOFING MATERIALS.
- B. Provide a safe ladder for each phase of inspection. Ladder should extend a minimum of 3 feet above parapet or roof.
- C. All material to be on site at time of inspection.
- D. If existing roof covering is to be removed or made smooth, work should be completed before pre-inspection.
- E. Read your Inspection Record Card. Call the Inspection Request Line at (949) 361-3366 ext 9002 to request an inspection. Inspection Record Card shall be conspicuously posted on premises.
- F. A final inspection and approval shall be obtained when re-roofing is complete. Per Section 15.07.020E SCMC – completion of project must be performed within 6 months. If not finalized, the building permit shall expire and a renewal of the permit will have to be obtained. Additional fees will apply.

APPROVED BY:

Signature: _____
Owner/Contractor/Agent

Building Division Date

Print Name: _____

Planning Division Date

Contractor State License No.: _____

Contractor/Agent Phone # _____