

## *Self Certification Reroofing Program Procedure*

### **PURPOSE**

Permit and Resource Management Department (PRMD) has implemented a Self Certification Reroofing Program. This policy sets forth the procedure and qualifications necessary for licensed roofing contractors to become self certified for reroofing projects.

### **GENERAL**

The California Building Code (CBC) Appendix Chapter 15, Section 1515.2.1 requires a pre-roofing inspection to be obtained from the Building Official prior to the installation of new roofing. It further states that the Building Official may accept an inspection report prepared by a special inspector. The intent of this section is to insure that the existing roof structure will not be overloaded when new material is applied, that the new substrate material (sheathing) is applied per the product listing, and that there is adequate clearance to combustibles around HVAC vents.

Although pre-roofing inspections are life/safety, they are relatively uncomplicated, repetitive, and long standing construction staff experience has shown that most professional roofing companies are aware of the above concerns and insure that their crews apply the new roofing accordingly.

### **AUTHORITY**

The Building Official shall have the authority to render interpretations of the code and adopt and enforce rules and supplemental regulations to clarify the application of its provisions per Section 104.2.1 of the California Building Code.

### **PROCEDURE**

Roofing contractors who meet the criteria listed below may, upon approval of the Building Official, opt to self certify the inspection requirements of the pre-roofing inspection. (Either for overlay or new sheathing nailing.)

At the final roofing inspection, the contractor shall make available to the building inspector a signed copy of the pre-roofing self certification check list showing that all requirements have been met.

Qualifying criteria to self-certify:

- A. Shall be an actively licensed roofing contractor in the State of California (Class C-39).
- B. Shall review a copy of the Sonoma County Reroofing Manual and sign the Declaration of Licensed Roofing Contractor Form (CNI-021).
- C. Shall provide proof of liability insurance with a minimum level of coverage of \$1,000,000 aggregate and \$500,000 each occurrence. Shall provide proof of Workers' Compensation Insurance.

**Exception:** Roofing types which require fire stopping material or gypsum board underlayment to achieve a Class A fire rating shall have pre-roofing inspections by the Building Official. (i.e. metal tile roofing systems).

**ATTACHMENT**

- A. Declaration of Licensed Roofing Contractor form CNI-021.
- B. Reroofing Verification/Completion form CNI-023.

**Approved by:**

/s/ Pete Parkinson

**Pete Parkinson, Director**

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