Roof Permit Instructions

- The Permit application must be completely filled out signed and notarized
- Two (2) original sets of the attached required forms
- Notice of Commencement over $2,500 in value
- Wind load calculations signed and sealed by engineer, if applicable
- Product approvals Highlighted
- Licensing and insurance for the contractor (State License, BusinesTax Receipt, Liability and Workers Compensation and/or Exemption) (Insurance Certificate must show the Town of Southwest Ranches as the certificate holder).

BROWARD COUNTY
FLORIDA
Environmental Protection and Growth Management Department
BUILDING CODE SERVICES DIVISION | BUILDING PERMITTING
2307 West Broward Boulevard, Suite #300 • Fort Lauderdale, Florida 33312 • 954-765-4400 • Broward.org/Building

Section RR4402.13
HIGH VELOCITY HURRICANE ZONES – REQUIRED OWNERS NOTIFICATION FOR ROOFING CONSIDERATIONS

§RR4402.13 **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 Section RR4402 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.

⌐ **Aesthetics-Workmanship**: The workmanship provisions of Section RR4402 are for the purpose of providing that the roofing system meets the wind resistance and water intrusion performance standards. Aesthetics (appearance) are not a consideration with respect to workmanship provisions. Aesthetic issues such as color or architectural appearance that are not part of a zoning code should be addressed as part of the agreement between the own and the contractor.

⌐ **Renailing Wood Decks**: When replacing roofing, the existing wood roof deck may have to be renailed in accordance with the current provisions of Section RR4402. (The roof deck is usually concealed prior to removing the existing roof system.)

⌐ **Common Roofs:** Common roofs are those which have no visible delineation between neighboring units (i.e., townhouses, condominiums, etc.). In buildings with common roofs, the roofing contractor and/or owner should notify the occupants of adjacent units of roofing work to be performed.

⌐ **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. This provides the option of maintaining this appearance.

⌐ **Ponding Water:** The current roof system and/or deck of the building may not drain well and may cause water to pond (accumulate in low-lying areas of the roof). Ponding can be an indication of structural distress and may require the review of a professional structural engineer. Ponding may shorten the life expectancy and performance of the new roofing system. Ponding conditions may not be evident until the original roofing system is removed. Ponding conditions should be corrected.

⌐ **Overflow Scuppers (wall outlets):** It is required that rainwater flows 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 scuppers in accordance with the requirements of RR4403 and RR4413.

⌐ **Ventilation:** Most roof structures should have some ability to vent natural air flow through the interior of the structural assembly (the building itself). The existing amount of attic ventilation shall not be reduced. It may be beneficial to consider additional venting which can result in extending the service life of the roof.

Owner's/Agent's Signature	Date	Contractor's Signature

BROWARD COUNTY UNIFORM BUILDING PERMIT APPLICATION

Select One Trade: ☐ Building ☐ Electrical ☐ Plumbing ☐ Mechanical ☐ Other _____

Application Number: Application Date:

1

Job Address: Unit: City:

Tax Folio No.: Flood Zn: BFE: Floor Area: Job Value:

Building Use: Construction Type: Occupancy Group:

Present Use: Proposed Used:

Description of Work:

☐ New ☐ Addition ☐ Repair ☐ Alteration ☐ Demolition ☐ Revision ☐ Other:

Legal Description: ☐ Attachment

2

Property Owner: Phone: Email:

Owner's Address: City: State Zip:

3

Contracting Co.: Phone: Email:

Company Address: City: State: Zip:

Qualifier's Name: Owner-Builder: ☐ License Number:

4

Architect/Engineer's Name: Phone: Email:

Architect/Engineer's Address: City: State: Zip:

Bonding Company:

Bonding Company Address: City: State: Zip:

Fee Simple Titleholder's name (if other than owner):

Fee Simple Titleholder's Address (If other than owner): City: State: Zip:

Mortgage Lender's Name:

Mortgage Lender's Address: City: State: Zip:

Application is hereby made to obtain a permit to do the work and installations as indicated. I certify that no work or installation has commenced prior to the issuance of a permit and that all work will be performed to meet the standards of all laws regulating construction in this jurisdiction. I understand that a separate permit must be secured for ELECTRICAL WORK, PLUMBING, SIGNS, WELLS, POOLS, FURNACES, BOILERS, HEATERS, TANKS, and AIR CONDITIONERS, etc.

OWNER'S AFFIDAVIT: I certify that all the foregoing information is accurate and that all work will be done in compliance with all applicable laws regulating construction and zoning.

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION. IF YOU INTEND TO OBTAIN FINANCING, CONSULT WITH YOUR LENDER OR AN ATTORNEY BEFORE COMMENCING WORK OR RECORDING YOUR NOTICE OF COMMENCEMENT.

X _____
Signature of Property Owner or Agent

STATE OF
COUNTY OF

Sworn to (or affirmed) and subscribed before me this _____ day of _____, 20_____ by

_____
(Type / Print Property Owner or Agent Name)

_____
NOTARY'S SIGNATURE as to Owner or Agent's Signature

Notary Name _____
(Print, Type or Stamp Notary's Name)

Personally Known _____ or Produced Identification _____

Type of Identification Produced _____

X _____
Signature of Qualifier

STATE OF
COUNTY OF

Sworn to (or affirmed) and subscribed before me this _____ day of _____, 20_____ by

_____
(Type / Print Qualifier's Name)

_____
NOTARY'S SIGNATURE as to Qualifier's Signature

Notary Name _____
(Print, Type or Stamp Notary's Name)

Personally Known _____ or Produced Identification _____

Type of Identification Produced _____

APPROVED BY: _____ Permit Officer Issue Date: _____ Code in Effect: _____

A jurisdiction may use a supplemental page requesting additional information and citing other conditions, please inquire.

Note: If any development work as described in FS 380.04 Sec. 2 a-g is to be performed, a development permit must be obtained prior to the issuance of a building permit.

1.56

TOWN OF SOUTHWEST RANCHES

HURRICANE MITIGATION

Florida Building Code, Existing Building, 6th Edition (2017)
SECTION 706-EXISTING ROOFING

Permit Number: _____ Address: _____

Is the value of the dwelling more than $300,000? YES ___ NO ___

In accordance with Section 706.8.1 to 706.8.1. 7 the roof to wall connections:

YES_____ Comply with the prescriptive method requirements
NO____ Requires compliance (separate permit required by General, Building or Residential Contractor)

I am a (select one):
_____ Florida Professional Engineer _____Registered Architect _____General Contractor
_____ Building Contractor _____Residential Contractor _____Home Inspector

I hereby certify the roof to wall connections meet or exceed the requirements as described:

_____

_____ _____ _____
Signature License Number Date

In the STATE OF FLORIDA,
COUNTY OF_____

Sworn to and subscribed before me this _____ day of 20____ by_____
(Print Name)

_____
(Notary Signature) (seal, stamp)

Personally known _____ or Produced Identification _____

_____
(Type of Identification produced)

SECTION 1525
HIGH-VELOCITY HURRICANE ZONES—UNIFORM PERMIT APPLICATION

Florida Building Code 7th Edition (2020)
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 7th Edition (2020)
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

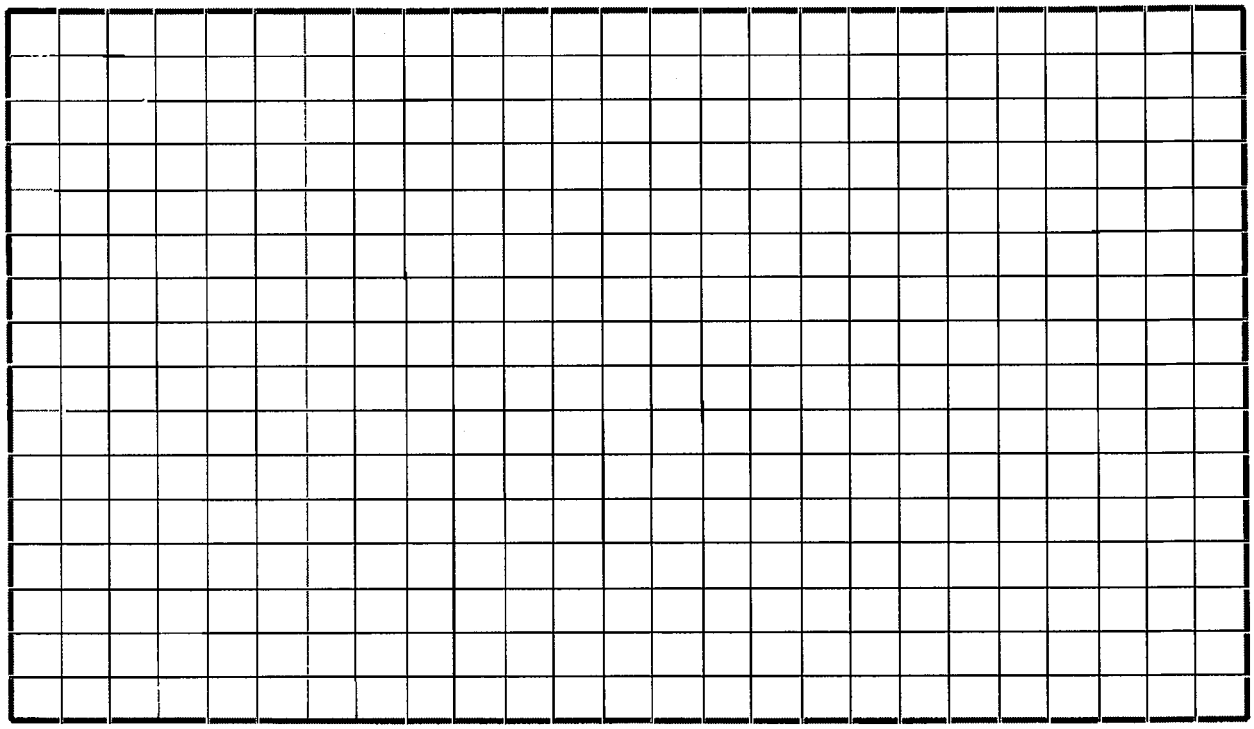
☐ New roof ☐ Repair ☐ Maintenance ☐ Reroofing ☐ Recovering

ROOF SYSTEM INFORMATION

Low Slope Roof Area (SF)_____ Steep Sloped Roof Area (SF)_____ 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 7th Edition (2020)
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:

Zone 1′:_____ Zone 1:_____ Zone 2:_____ Zone 3:_____

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:

Zone 1′: ____" oc @ Lap, # Rows ____ @ ____" oc

Zone 1: ____" oc @ Lap, # Rows ____ @ ____" oc

Zone 2: ____" oc @ Lap, # Rows ____ @ ____" oc

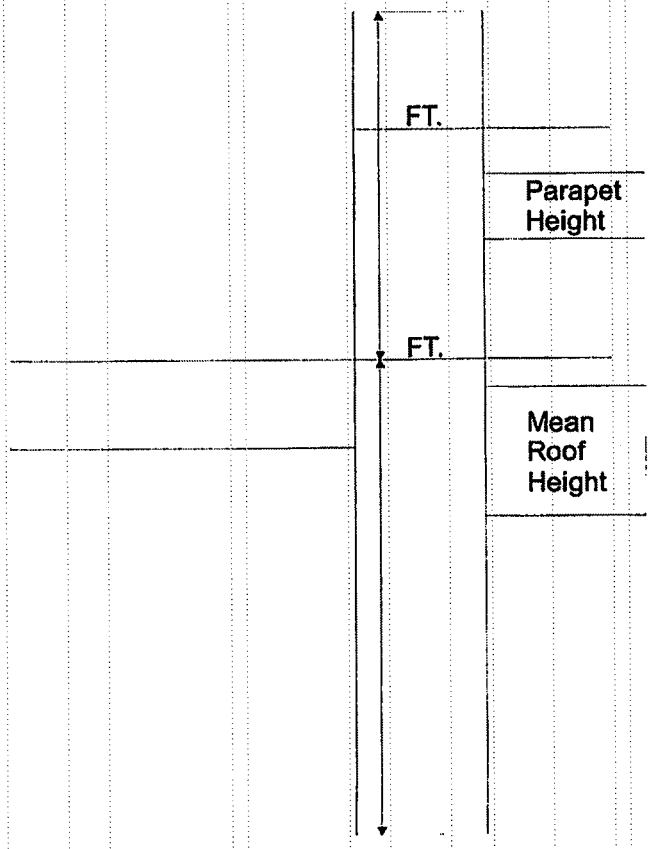
Zone 3: ____" oc @ Lap, # Rows ____ @ ____" oc

Number of Fasteners Per Insulation Board:

Zone 1′:_____ Zone 1:_____ Zone 2:_____ Zone 3:_____

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 7th Edition (2020)
High-Velocity Hurricane Zone Uniform Permit Application Form

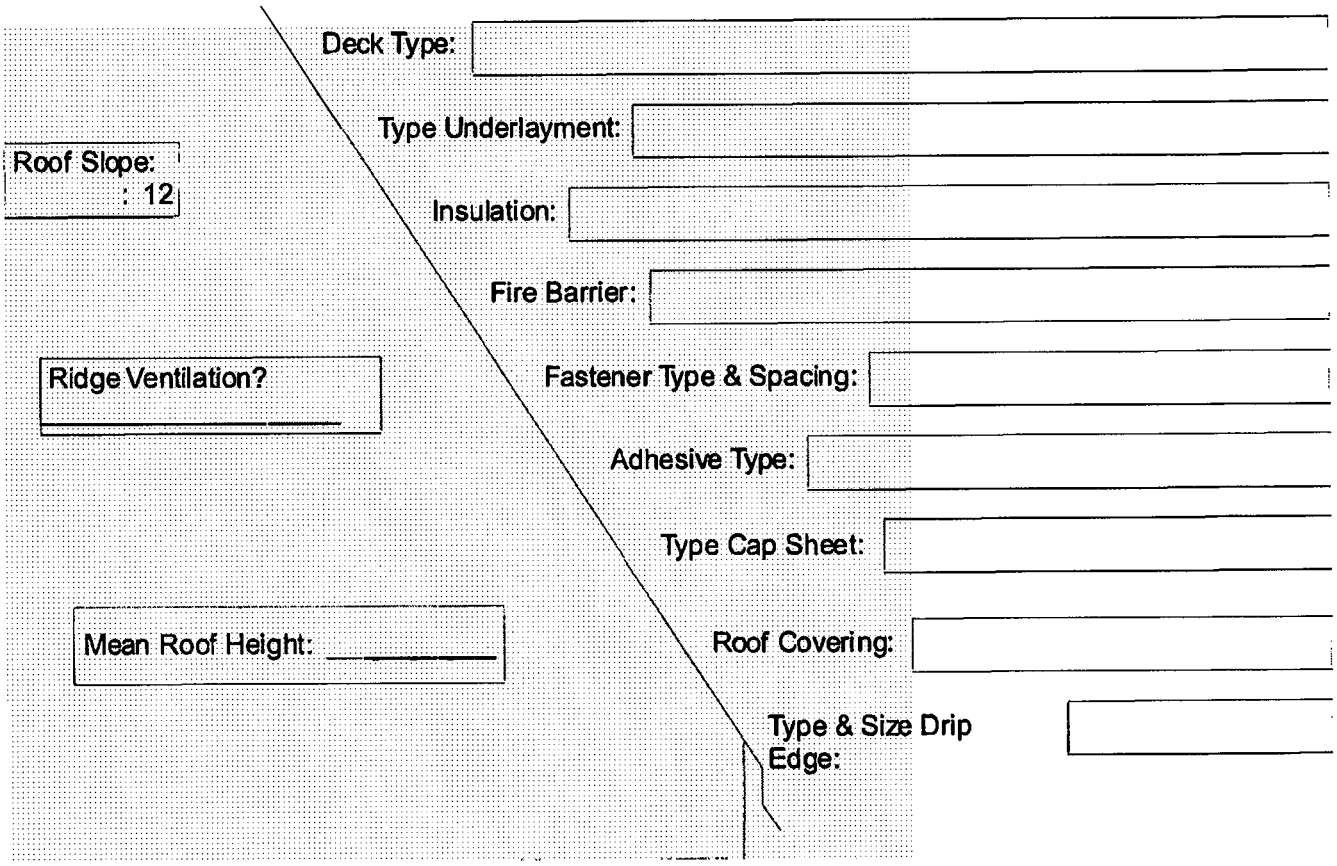
Section D (Steep Sloped Roof System)

Roof System Manufacturer: _____

Notice of Acceptance Number: _____

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

Zone 1:_____ Zone 2e:_____ Zone 2n:_____ Zone 2r:_____ Zone 3e:_____ Zone 3r:_____



Florida Building Code 7th Edition (2020)
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_r with the values from M_f. If the M_f 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"

(Zone 1:____ × λ ____ = ____) – Mg: ____ = M_{r1} ____ Product Approval M_f _____

(Zone 2e:____ × λ ____ = ____) – Mg: ____ = M_{r2e} ____ Product Approval M_f _____

(Zone 2n:____ × λ ____ = ____) – Mg: ____ = M_{r2n} ____ Product Approval M_f _____

(Zone 2r:____ × λ ____ = ____) – Mg: ____ = M_{r2r} ____ Product Approval M_f _____

(Zone 3e:____ × λ ____ = ____) – Mg: ____ = M_{r3e} ____ Product Approval M_f _____

(Zone 3r:____ × λ ____ = ____) – Mg: ____ = M_{r3r} ____ Product Approval M_f _____

Method 2 "Simplified Tile Calculations Per Table Below"

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

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. Compare 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"

(Zone 1:____ × L ____ = ____ × w: = ____) – W: ____ × cos r ____ = F_{r1} ____ Product Approval F′ _____

(Zone 2e:____ × L ____ = ____ × w: = ____) – W: ____ × cos r ____ = F_{r2e} ____ Product Approval F′ _____

(Zone 2n:____ × L ____ = ____ × w: = ____) – W: ____ × cos r ____ = F_{r2n} ____ Product Approval F′ _____

(Zone 2r:____ × L ____ = ____ × w: = ____) – W: ____ × cos r ____ = F_{r2r} ____ Product Approval F′ _____

(Zone 3e:____ × L ____ = ____ × w: = ____) – W: ____ × cos r ____ = F_{r3e} ____ Product Approval F′ _____

(Zone 3r:____ × L ____ = ____ × w: = ____) – W: ____ × cos r ____ = F_{r3r} ____ Product Approval F′ _____

Where to Obtain Information		
Description	**Symbol**	**Where to find**
Design Pressure	Zones 1, 2e, 2n, 2r, 3e, 3r	From applicable table in RAS 127 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_f	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.		