CITY OF MANTECA
COMMUNITY DEVELOPMENT DEPARTMENT
1001 West Center Street • Manteca, CA 95337 • FAX (209) 923-8949
Building Safety Division (209) 456-8550 • Planning Division (209) 456-8500 • Public Works/Engineering (209) 456-8400

Re-Roofing Policy

NOTE: Check with your homeowners' association and architectural review committee for Conditions, Covenants & Restrictions (CC&R's). The City of Manteca has no regulatory authority to enforce or notify permit applicants of CC&R requirements, nor deny permits for non-compliance.

TIPS FOR HIRING A ROOFING CONTRACTOR

1. Hire only licensed contractors.
2. Contact the Contractors State License Board at www.cslb.ca.gov or (800) 321-CSLB (2752) to verify the contractor's license.
3. Get three references and review past work.
4. Get at least three bids.
5. Get a written contract and don't sign anything until you completely understand the terms.
6. Pay 10 percent down or $1,000, whichever is less.
7. Don't let payments get ahead of the work. Don't pay cash.
8. Don't make the final payment until you're satisfied with the job.
9. Don't rush into repairs or be pressured into making an immediate decision.
10. Order a free "Get Information to Build On" kit from CSLB at www.cslb.ca.gov or (800) 321-CSLB (2752)

SPECIAL REQUIREMENTS AND NOTES

1. **BUILDING PERMIT EXPIRATION.** The building permit for re-roofing is void after 180 days, at which time a new permit must be obtained in order to obtain a final inspection approval for the permit (105.5, 2007 California Building Code).

2. **FAXED PERMITS.** Permit applications may be submitted by fax at (209) 825-2307. Normally, applications sent by fax will be ready to process through the Finance Department when the applicant comes in to obtain the permit.

3. **PATCHING.** Roofing repairs with less than 1 square of roofing do not require a permit.

4. **IDENTIFICATION.** Each package of asphalt shingles, mineral-surfaced roll roofing, fire-retardant treated wood shingles and shakes, modified bitumen, thermoplastic and thermoset membranes and built-up roofing ply materials shall bear the label of an approved agency having a service for the inspection of materials and products during manufacture.

5. **CUT TRUSSES.** When engineered trusses are cut, an engineer will need to be consulted regarding the repair to the truss.

6. **POLICY LIMITATIONS.** This policy is not intended to supersede any state law or local ordinance. Re-roof applications must comply with all state and local laws or ordinances related to re-roofing applications.

REQUIRED INSPECTIONS

The following inspections are required. See "Specific Types of Roofing Applications" (beginning on page 3) for possible additional inspections that may be required for your project. To schedule an inspection, call the inspection recorder at (209) 239-8434. Requests left before 3:30 p.m. will be scheduled for the next business day.

1. PRE-ROOFING INSPECTION

This inspection is required prior to the installation of the roofing. Normally all dry-rot repairs should be done and any new roof sheathing installed prior to this inspection. Should rain be predicted and there is a possibility that the roof will leak, you may dry-sheet the roof prior to the inspection. If the inspector leaves a correction notice, the new roof cannot be installed unless the inspector notes on the correction notice that the roofing can proceed. ***At this inspection, the inspector will look for:***

a. Dry rot problems

b. Roof sags

c. New roof coverings shall not be installed without first removing all existing layers of roof coverings where the existing roof has two or more applications of any type of roof covering (CBC 1510.3).

d. The condition of the existing roof

2. SHEATHING INSPECTION

This inspection is done where the roof is torn off and new sheathing installed. This inspection can take the place of the pre-roofing inspection. ***The following items will be checked at the sheathing inspection:***

a. All applicable items normally addressed during the pre-inspection

b. Nailing and placement of sheeting. Nail sheathing on the vertical edges at 6" and at intermediate rafters at 12" on center with 8d or 10d nails or 2-1/4" 16-gauge staples. All nails must be driven into the rafters. Horizontal edges must be supported. The attached modified APA guidelines (page 6 of this handout) may be used as an alternate.

c. A 1/8" space MUST be provided at panel ends and edges unless otherwise indicated by the sheathing manufacturer.

3. FINAL INSPECTION

This inspection is performed when the roof is completed and all items on previous correction notices have been addressed. ***The following items will be checked at the time of the final inspection:***

a. Any remaining items on the correction notice

b. Nailing or attachment per manufacturer's recommendations

c. Proper valley construction (see manufacturer's instructions)

d. All air conditioning and heating equipment and other roof-mounted equipment must be mounted securely to the roof framing

e. Flashing and roof safes should be new or capable of lasting the life expectancy of the new roofing material. No rust.

SPECIFIC TYPES OF ROOFING APPLICATIONS

A. COMPOSITION SHINGLE APPLICATIONS

PRODUCT INFORMATION: At the time of obtaining a building permit, the applicant should provide the specific brand and type of composition shingle being installed.

SLOPE: Composition shingles are not permitted on slopes where the rise is not at least 2" for every foot of run. (1507.2.2, 2007 CBC) For slopes of 2" to 4" or rise per foot of run, underlayment consisting of two layers of non-perforated type 15 felt must be installed shingle fashion (starting with an 18" wide sheet and a 36" wide sheet over it at the eaves, each subsequent sheet shall be lapped 19" horizontally).

MANUFACTURER'S INSTRUCTIONS: A wrapper with the manufacturer's instructions must be left on the job site at the final inspection and all manufacturer's instructions must be followed. A letter from the manufacturer (not a salesperson) needs to be submitted to and approved by the Building Safety Division to vary from the manufacturer's installation instructions.

NAIL OR STAPLE LENGTH: Nails for asphalt shingles should be long enough to penetrate into the sheathing 3/4" or through the roof sheathing, whichever is less. On re-roofing, refer to the handout "NAILING AT EXPOSED EAVES" for shorter length fasteners at eaves.

VALLEY FLASHING: Valley flashing shall be not less than 28-gauge metal and shall extend at least 8" from the center line each way. Sections of flashing shall have an end lap of not less than 4". Alternately, the valley shall consist of woven asphalt shingles applied in accordance with the manufacturer's instructions.

In each case, the valley flashing shall have a 36" wide underlayment directly under it consisting of one layer of type 15 felt.

ROOFING OVER WOOD SHINGLES: Existing wood shingles must be structurally sound and securely attached to the underlying roof system prior to shingle application. The following procedure must be followed prior to the re-roof inspection when re-roofing over wood shingles:

a. Nail down any loose shingles
b. Remove all loose or protruding nails and re-nail the shingles
c. Remove badly curled or warped shingles and install new shingles to replace badly curled or warped shingles
d. Replace any missing shingles

After pre-site inspection is approved, one layer of 30-pound felt must be installed prior to the placement of the composition shingles.

CORRECT FASTENING: Following is the correct method of fastening for nails or staples (See MODIFIED APA GUIDELINES at end of this handout). If there is any doubt about the acceptability of staples in a particular application, consult the shingle manufacturer. Nails must be of sufficient length to penetrate the underlying wood shingles by 3/4" minimum.

SPECIFIC TYPES OF ROOFING APPLICATIONS, *continued*

B. TILE ROOF COVERINGS

ROOF SUPPORT, TRUSSES: An engineer/architect-stamped drawing with supporting calculations will be required when tile roofs are replacing other roof covering of lesser weight and when engineered truss systems are supporting the roof structure. The drawing and calculations will need to include the hangers supporting the roof structure. Tile weighing less than six (6) pounds per square foot will not require engineering, although it is recommended that the applicant obtain engineering.

ROOF SUPPORT, CUT-AND-STACK: When roofs are cut-and-stacked, the plan checker or building inspector can use the California Building Code to determine allowable spans. The contractor will need to supply a drawing showing the rafter span, spacing, size and grade. A report from a licensed architect or engineer is also acceptable.

PRE-SHEATHING INSPECTION: An inspector will need to approve the roof framing of cut-and-stack roofs and to approve any modifications required by the engineer for the truss or cut-and-stack roof framing prior to the installation of the roof sheathing.

ROOF TILE APPLICATIONS: Roof tile applications must comply with the manufacturer's installation instructions as well as Table 1507.3.7 of the 2007 California Building Code.

C. WOOD OR SHAKE SHINGLES

FIRE-RETARDANT SHAKES & SHINGLES: When 50% or more of the roof is re-roofed within a one-year period, a fire-retardant roof covering that is at least Class C shall be installed (AB-3819).

VALLEY FLASHING: Flashing shall not be less than 26-gauge and must extend 11" (8" for shingles) from the center line each way. End laps must not be less than 4". A 36"-wide, 15-lb. felt underlayment must be placed under the metal flashing.

WOOD SHINGLE APPLICATION: Shingles shall be laid with a side lap of not less than 1-1/2" between joints in adjacent courses and not in direct alignment in alternate courses. Spacing between shingles shall be approximately 1/4". Each shingle shall be fastened with two nails positioned approximately 3/4" from each edge and approximately 1" above the exposure line. Starter courses at the eaves shall be doubled. Fasteners must be long enough to penetrate into the sheathing 3/4" or through the thickness of the sheathing, whichever is less.

WOOD SHAKE APPLICATION: Shakes shall be laid with a side lap of not less than 1-1/2" between joints in adjacent courses. Spacing between shakes shall be not less than 3/8" or more than 5/8" except for treated shakes, which shall have a spacing of not less than 1/4" or more than 3/8". Shakes shall be fastened with two nails only, positioned approximately 2" above the exposure line. The starter course at the eaves shall be doubled using shakes or shingles as the bottom course. Fasteners must be long enough to penetrate into the sheathing 3/4" or through the thickness of the sheathing, whichever is less.

FASTENERS, TREATED SHAKES OR SHINGLES: Due to the corrosive nature of the treating material used for treated shakes or shingles, the fasteners used must be hot-dipped galvanized, aluminum or stainless steel.

MAXIMUM WEATHER EXPOSURE: The maximum weather exposure for wood shingles and wood shakes shall be as per Table 1507.8.6 and Table 1507.9.7, respectively, of the 2007 California Building Code.

SPECIFIC TYPES OF ROOFING APPLICATIONS, *continued*

D. METAL SHINGLES

INSPECTIONS: A batten and a final inspection are required.

DRAFTSTOPPING: The combustible concealed space between the metal shingles and any wood roofing material must be filled with mineral fiber, glass fiber or other approved material, securely fastened in place (2007 California Building Code 1510.4).

E. BUILT-UP ROOFING, MODIFIED BITUMEN, THERMOPLASTIC, THERMOSET MEMBRANES, SPRAY POLYURETHANE FOAM ROOFS & ROLL ROOFING

SUBMITTAL OF PRODUCT INFORMATION: Prior to obtaining a re-roofing permit, product information must be submitted on the material being used showing the installation instructions, allowable slope and fire classification.

EXISTING ROOFING REMOVAL: Built-up roof coverings shall be completely removed and the surface inspected prior to placement of the new roofing. Exception: When inspection or other evidence reveals the following:

a. The roof structure is sufficient to sustain the weight of the additional dead load of the roof covering. With the exception of foam roofs, an analysis by a registered architect/engineer will be required.

b. There is not more than one existing roof covering on the structure. A core sample/coupon must be available to the inspector.

c. The existing roof is securely attached to the roof deck.

d. The roof deck is structurally sound. An analysis by a registered engineer/architect will be required.

e. The existing insulation is not water-soaked. The existing insulation must be made accessible for inspection.

BUILT-UP ROOF COVERING APPLICATION: In addition to complying with the manufacturer's installation instructions, the built-up roof shall be installed in accordance with Table 1507.10.2 of the 2007 California Building Code.

ROLL ROOFING: Roll roofing (cap sheets) can be installed over U occupancies (private garages, carports, sheds and agricultural buildings). *The roll roofing cannot extend up onto the living portion of a residence.* Care should be taken to follow the installation instructions. Instructions may require a minimum slope. Installation instructions *must* be left on the job site for the inspector to look at during the final inspection.

MODIFIED APA GUIDELINES

PANELS ATTACHED DIRECTLY TO SPACED BOARDS

When panels are attached to spaced boards without regard to framing, the existing boards may need additional fastening prior to attaching the panels. Two 8d box nails (0.113 x 2-1/2 inches) are required for each spaced board at each rafter or truss support.

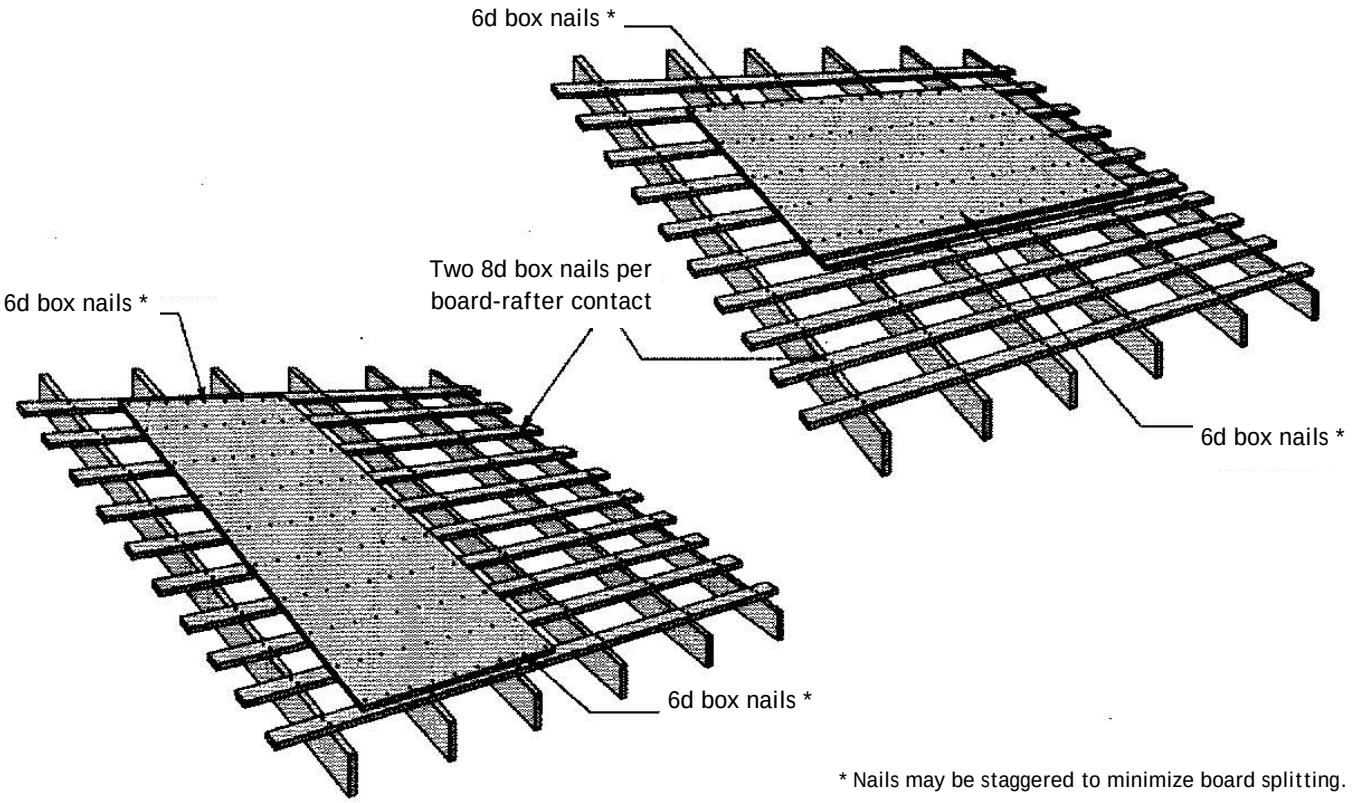
Attach panels, either parallel or perpendicular to the boards, with 6d box nails (0.099 x 2 inches).

Configurations that leave panel ends or edges continuously unsupported (cantilevered) should be avoided.

Additional boards may be required (see Figures below).

NOTE: Although not a code requirement, panel spacing is an APA RECOMMENDATION to provide installers with a means of minimizing the potential for panel buckling, which can lead to an unsightly appearance and customer complaints. Panel buckling may be an aesthetic or serviceability issue but is not a structural deficiency. There is no reason to expect this recommended space to be maintained once the panels become acclimated. Gaps that were initially present may have closed due to normal moisture-related expansion. If the flatness of the panels is acceptable, APA generally recommends that any finish roofing be installed as planned regardless of whether gaps are present.

FIGURE D



* Nails may be staggered to minimize board splitting.

* NAILS TO BE SPACED 8" ON CENTER

Source: Form No. P300C 2006 APA-The Engineered Wood Association • www.apawood.org