



**COUNTY OF NEVADA
COMMUNITY DEVELOPMENT AGENCY
BUILDING DEPARTMENT**

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**NEVADA COUNTY
BUILDING DEPARTMENT POLICY**

Subject:	Reroofing Inspection Guidelines	Policy #:	BD-BI-07-005
Original Policy:	October 4, 2007	Last Revised:	April 15, 2014

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1. Purpose:

The purpose of this policy is to provide clear direction for reroofing inspections.

2. Definitions:

❖ **Reroofing:**

The process of recovering or replacing an existing roof covering.

❖ **Roof Assembly:**

A system to provide weather protection and resistance to design loads. The system consists of a roof covering and a roof deck or a single component serving as both the roof covering and the roof deck. A roof assembly includes the roof deck, vapor retarder, substrate or thermal barrier, insulation, vapor retarder and roof covering.

❖ **Roof Covering:**

The covering applied to the roof deck for weather resistance, fire classification and/or appearance.

❖ **Roof Recover:**

The process of installing an additional roof covering over a prepared existing roof covering without removing the existing roof covering.

❖ **Roof Replacement:**

The process of removing the existing roof covering, repaired any damaged substrate and installing a new roof covering.

3. **Policy:**

New roofing shall not be applied without first obtaining a building permit from the Building Department. Once the building permit is obtained and construction is started, two (2) building inspections are required for reroofing permits as follows:

- **Roof In-Progress Inspection (first inspection):**
 - The roofing assembly shall be started to be applied with a minimum of 15% and a maximum of 60% of the roofing assembly completed
 - The building inspector will inspect the installation of (but not limited to) the application of the underlayment, flashing, utility penetrations, roof deck fastening/material and dry-rot repair
 - The roof structure is sufficient to sustain the weight of the dead load of the new roofing
 - The roof deck is structural sound
 - Verification that the roofing assembly meets minimum Class A Fire Classification construction/assembly standards per the roofing material manufacturer
 - For Roof Recover projects the roof is sufficient to sustain the additional dead load of the new roofing, the existing roofing is securely attached to the deck and existing covering is not damaged per the California Building Code
 - All construction and demolition material (tear off) shall be taken to the McCourtney Road Transfer Station. Waste receipts shall be kept onsite for this inspection (receipts can also be verified at final inspection)
 - Installation of a “Cool Roof” if applicable as required per the California Energy Code.
 - Verification of smoke and carbon monoxide alarm placement per minimum code requirements throughout all dwelling occupancies (*smoke/carbon monoxide alarm affidavit can be accepted in lieu of field verification*). This can also be verified at time of final inspection
 - A ladder shall be securely setup onsite during this inspection per Occupational Safety and Health Administration (OSHA) standards

- **Roof Final Inspection (second inspection):**
 - Scheduled once all reroofing is completed
 - All flashing, sealed exposed fasteners, painting of exposed wood, completed gutters/gutter guards, etc are completed
 - A ladder shall be securely setup onsite during this inspection per Occupational Safety and Health Administration (OSHA) standards.
 - ❖ **Ladder Exception:** *A ladder is not needed at final reroof inspections for residential reroof permits where the roof has a slope of more than 5 inches vertical in 12 units horizontal, building is less than two (2) stories in height above grade and the roof is easily viewable from grade level.*

4. **Reroofing Overlays Allowed:**

Reroofing overlays shall be installed in accordance with the California Building Code and a maximum of two (2) layers of roofing material are allowed to be installed on a roof.

5. **Flashing & Edging:**

Missing, rusted and/or damaged flashing and counter-flashing, vent caps, collars and metal edging shall be replaced with new materials. When existing built-up roofs remain, vent flashing, metal edging, drain outlets, metal counter-flashing and collars shall be removed and cleaned. All

metal allowed to be reinstalled shall be primed and painted prior to reroofing installation. Collars and flanges shall be clashed per the roofing manufacturer's instructions.

6. Policy Interpretation:

The Director of Building and/or approved building department designee shall have the authority for the interpretation of this policy.

Approved: _____ Date: _____

Craig Griesbach
Director of Building

*Policy originally initiated and approved by: Brian Washko (prior Director of Building) on
October 4, 2007*