

**Permit Center**

210 Lottie Street
Bellingham, WA 98225
phone: 360-778-8300
fax: 360-778-8301
www.cob.org

Re-Roof Permit Requirements 2006 IBC Chapter 15 & 2006 IRC Chapters 8 and 9

A re-roof permit is required for installation of replacement, additional or new roof coverings on existing structures. For example, shake roofing removal and new composition roofing installed, or adding an additional layer of composition roofing to an existing composition roof or hot mopping an existing asphalt roof.

Exception: For single family residences & duplexes only: a permit is not required for installation of a new roof when the work is limited to removal and replacement of a single layer of like-for-like roofing material.

Application Requirements:

- Building Permit Application Form (Residential for single and two family dwellings, Commercial for all other projects)
- Information describing existing & proposed roofing materials
- Number of layers of existing roofing material

Inspection Requirements:

For complete or partial removals, inspections should be scheduled when the roof is partially complete to allow visual verification of the roof sheathing, underlayment, flashing, and application of the roof covering.

Additional Requirements:

- Manufacturer's specs and weight per square foot are required when installing a heavier weight material and the structural capacity of the existing roof framing system must be verified
- Insulation values (existing and proposed) when insulation is being removed, replaced or added
- Bellingham is located in seismic design category D1 which does not allow spaced or skip sheathing (IRC 803.1) unless structural plans and calculations are stamped and signed by a Washington State Engineer and submitted for review.

Please note: Additional permits and inspections are required if roof mounted mechanical equipment will also be replaced or relocated, or when structural framing members or roof sheathing are replaced.