

**Permit Required.** A permit is required to reroof a residence. Permits may be obtained by either the homeowner or a contractor who is licensed by the State of Minnesota, Department of Labor and Industry.

### REQUIRED SUBMITTALS

- ☐ A signed and completed Building Permit application with current contractor license number or signed property owner waiver if the owner is the applicant.
- ☐ Roofing material type and any manufacturer's specifications for installation. For asphalt shingles, list type of shingles, for metal roofs, provide installation guide from manufacturer.

### REQUIRED INSPECTIONS

It is the responsibility of the person doing the work to schedule ALL the required inspections. Call (507) 637-5755, 8:00 a.m. to 4:30 p.m. to arrange an inspection at least one business day in advance. Inspection appointments are scheduled on a first-come first-serve basis

**Tear-off inspection.** The tear-off inspection is required when the existing shingles are torn off and a portion of the ice/water barrier is installed.

- The tear-off inspection is only required if you are removing the existing shingles, if you are overlaying the shingles no tear-off inspection is needed.
- If your project is being done in sections, call for your tear-off inspection for the first section and the inspector will determine at that time if additional inspections are required for each section.
- You may take pictures of the tear-off (be sure your pictures include some identifying features of the home you are reroofing) and submit these to the building inspector via email or at the time of the scheduled final inspection. Pictures on cameras or phones cannot be accepted.

**Final inspection.** The final inspection is required when the roofing project is completed.

### GENERAL REQUIREMENTS

**Tear Off or Overlay Of Existing Roofing (R907.3).** Tear-off of the existing roof coverings is required where any of the following occur:

- The existing roof or roof covering is water soaked or has deteriorated to the point that the existing roof or roof covering is not adequate as a base for additional roofing.
- The existing roof covering is wood shake, slate, clay, cement or asbestos-cement tile.
- Where the existing roof has two or more applications of any type of roof covering.
- ➔ **Exceptions:** Tear-off of existing roof covering is not required when the new roof covering is a complete and separate roofing systems, such as standing-seam metal roof systems, that are designed to transmit the roof loads directly to the building's structural system and that do not rely on existing roofs and roof coverings for support.

### Roof Decking or Sheathing (R803)

- Roof decking or sheathing must be checked prior to reroofing and replaced if rotten/decayed or unsound.
- When there are gaps in the existing roof decking or sheathing over 3/4", a minimum 3/8" sheathing overlay is required. If you can fill-in the gaps with wood, that is acceptable also.

**Fasteners (R905).** For Asphalt shingles;

- Fasteners shall be galvanized steel, stainless steel, aluminum or copper roofing nails and shall have a minimum 3/8" diameter head.
- Fasteners shall have the length to penetrate through the roofing materials and into the roof sheathing a minimum of 3/4". Where the sheathing is less than 3/4" thick, the fasteners shall penetrate through the sheathing.
- Minimum number of fasteners shall be required by the manufacturer.

**Underlayment (R905).** 2/12 to less than 4/12 roof pitch:

- 2 layers of 15 pound felt (tarpaper) shall be applied in shingle fashion. Start with a 1" wide sheet and a 36" wide sheet over at the eaves, each subsequent sheet shall be lapped 19" horizontally and 4" vertically. All end laps shall be offset by 6'.

4/12 and over roof pitch:

- 1 layer of 15 pound felt (tarpaper), lapped 2" horizontally and 4" vertically. All end laps shall be offset by 6'.

**Ice/ Water Barrier (R905)**

- Ice/water barrier is required on all roofs with the exception of a detached accessory structure with no conditioned floor area. Ice/water barrier is required to consist of at least two layers of underlayment cemented together or a self-adhering polymer modified bitumen sheet. The ice/water barrier shall be used in lieu of normal underlayment and extend from the lowest edge of all roof surfaces to a point at least 24 inches inside the exterior wall line of the building.
- Existing ice/water barrier that is adhered to the roof deck can remain with new ice/water barrier installed over the top.

**Roof Ventilation (R806).** If necessary, additional roof and soffit vents shall be installed to conform to the State Building Code.

- Minimum net vent area is 1 square foot of vent for each 150 square feet of roof area (1/150) for roofs without proper soffit venting.
  - Minimum net vent area is 1 square foot of vent for each 300 square feet of roof area (1/300) for roofs with proper soffit venting.
- ➔ **Note.** Proper soffit venting is at least 40% but not more than 50% of the required ventilation area provided in the upper portion (no more than 3 feet below the ridge or highest portion of the space) of the attic or rafter space, and the remainder of the required ventilation located in the soffit (eave or cornice).

**Flashing (R903.2 & R905.2.8).** Any existing flashing that is rusted, damaged, or deteriorated shall be replaced.

- All flashing must be installed in accordance with the roofing manufacturer's installation instructions.
- Sidewall flashing shall direct water away from the vertical sidewall onto the roof and/or gutter, can be continuous or step flashing, and shall be a minimum 4" in height and 4" in width.
- A kick-out flashing/diverter must be installed where the lower portion of a sloped roof steps within the plane of an intersecting wall cladding, in such a manner as to divert or kick out water away from the assembly. A kick-out flashing/diverter is only required if you are residing and reroofing at the same time.
- Other flashing, such as flashing against a vertical front wall, soil stack, vent pipe and chimney flashing shall be installed per the roofing manufacturer's installation instructions.

**Crickets and Saddles (R903.2.2).** A cricket or saddle shall be installed on the ridge side of any chimney or penetration more than 30 inches wide as measured perpendicular to the slope. Cricket or saddle coverings shall be sheet metal or the same material as the roof covering.

*The information in this handout is just an overview. See the 2015 Minnesota Residential Code for complete information.*