



Re-roofing Handout

Policy and Procedure No.: **B-04-01**

January 2023

Purpose

This purpose of this handout is to ensure that the installation of roofing materials, vents, decking, flashing etc. are properly installed and follow the California Codes for residential and non-residential buildings.

Permits Required

A re-roof permit is required for all roofs except.

- Repairs made to a roof that does not exceed 100 square feet.

*Note: California's 2022 Building Energy Codes requires **cool roofs** on existing residential buildings when more than 50% of the roof is re-roofed*

Cool Roofing Products for alterations to existing roofs must comply with Section §150.2(b)1Hi, of the California Energy Code when more than 50% of the exterior existing roof is replaced.

i. For steep-sloped roofs (2 in 12 slope or more), The minimum aged solar reflectance of a Cool Roof is 0.20 with a minimum thermal emittance of 0.75 or a minimum SRI of 16.

EXCEPTIONS TO 150.2(b)1Hi: the following shall be considered equivalent Subsection i;

- a. Air-space of 1.0 inch (25 mm) is provided between the top of the roof deck to the bottom of the roofing product; or
- b. The installed roofing product has a profile ratio of rise to width of 1 to 5 for 50 percent or greater of the width of the roofing product; or
- c. Existing ducts in the attic are insulated and sealed according to Section 150.1(c)9; or

- d. Buildings with at least R38 ceiling insulation; or
- e. Building with a radiant barrier in the attic meeting the requirements of Section 150.1 (c)2. or
- f. Buildings that have no ducts in the attic; or
- g. In Climate Zones 10-15, R4 or greater insulation above the roof deck.

This label is required for all cool roof roofing products:

	Solar Reflectance	Initial 0.00	Weathered Pending
	Thermal Emittance	0.00	Pending
	Rated Product ID Number	-----	
	Licensed Seller ID Number	-----	
	Classification	Production Line	
Cool Roof Rating Council ratings are determined for a fixed set of conditions, and may not be appropriate for determining seasonal energy performance. The actual effect of solar reflectance and thermal emittance on building performance may vary.			
Manufacturer of product stipulates that these ratings were determined in accordance with the applicable Cool Roof Rating Council procedures.			

Cool roof product information is available at this link:

<http://www.coolroofs.org/products/results>

NOTE: A CF-1R ALT – 01-E Form is required to be completed and submitted with all re-roofing permit requests

The CF-1R-ALT -01-E form can be downloaded at the following link: <https://www.energy.ca.gov/>

This simpler [Reroof Energy Compliance form](#) can also be submitted in lieu of the CF-1R ALT form listed above.

Work Description

Obtain the following information regarding the existing condition and proposed roofing materials:

- Existing – top and/or second layer material, specify if existing roof material will be removed or if project consists of an overlay.
- Proposed – if overlaying, provide number of layers, type of material and weight per each square; sheathing type; roof skylight locations (include ICC or UL listing number).

Re-roofing Overlays Allowed

General

Recovering versus replacement

New roof coverings shall not be installed without first removing all existing layers of roof coverings where any of the following conditions occur:

1. Where 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.
2. Where the existing roof covering is slate, clay, cement or asbestos-cement tile.
3. Where the existing roof has two or more applications of any type of roof covering.

Exceptions:

1. 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, shall not require the removal of existing roof coverings.
2. Installation of metal panel, metal shingle and concrete and clay tile roof coverings over existing wood shake roofs shall be permitted when the application is in accordance with Section CRC R907.4.

3. The application of a new protective coating over existing spray polyurethane foam roofing systems shall be permitted without tear-off of existing roof coverings.
4. Where the existing roof assembly includes an ice barrier membrane that is adhered to the roof deck, the existing ice barrier membrane shall be permitted to remain in place and covered with an additional layer of ice barrier membrane in accordance with Section CRC R905.

Roof recovering

Where the application of a new roof covering over wood shingle or shake roofs creates a combustible concealed space, the entire existing surface shall be covered with gypsum board, mineral fiber, glass fiber or other approved materials securely fastened in place.

Reinstallation of materials

Existing slate, clay or cement tile shall be permitted for reinstallation, except that damaged, cracked or broken slate or tile shall not be reinstalled. Any existing flashing, edgings, outlets, vents or similar devices that are a part of the assembly shall be replaced when rusted, damaged, or deteriorated. Aggregate surfacing materials shall not be reinstalled.

Flashings

Flashings shall be reconstructed in accordance with approved manufacturer's installation instructions. Metal flashing to which bituminous materials are to be adhered shall be primed prior to installation.

Overlay on Existing Wood Roofs or Asphalt Shingle Roofs

Only fire-retardant roofing assemblies or noncombustible roof covering may be applied over existing wood shake or shingle roofs in accordance with the manufacturer's installation requirements.

1. Asphalt Shingle Application

Not more than one overlay of asphalt/composition shingles shall be applied



over an existing composition or asphalt shingle roof. Not more than one overlay of asphalt/composition shingles shall be applied over an existing wood shingle roof.

2. Wood Shingle Application

Not more than one overlay of wood shingles shall be applied over existing wood or asphalt shingles and shall be installed to manufacturer's specifications.

3. Flashing and Edgings

Rusted or damaged flashing and counterflashing, vent caps and metal edgings shall be replaced with new materials as necessary.

Composite Material

Prior to permit issuance, a structural analysis will be required when reroofing with tile in place of a lighter roofing material. Composite materials include: tile, cellulose, cement, and any products with weights in *excess of 350 pounds per square*. Submittal of structural calculations (two "wet" stamped and signed sets) prepared by a licensed professional engineer. Analysis may be required at the Building Official's discretion.

Inspections

Overlay Applications

1. Final Inspection

Required only after the project is complete

Tear-off Applications

1. Roof Sheathing Inspection

Required after the; new decking, nails and staples are installed according to nationally recognized standards, and roof assembly installation instructions (also refer to Plywood Sheathing Nail Diagram). Inspection is required prior to concealing the roof with felt, paper, roofing or any other material concealment.

2. Final Inspection

Required after the project is complete

In-progress Roofing Agreement

This is a comprehensive **one-time inspection** process, provided the agreement is signed by both the contractor and building owner. The in-progress inspection permits the builder to completely remove the existing roofing material and install the new roof sheathing; the new roofing material may be installed but only cover half of the roof area. The remaining half shall not be covered with felt or roofing material until it is inspected. Felting over the entire roof surface may be permitted during the rainy season upon approval by the city inspector. Please note the in-progress agreement is not allowed for roof pitches under 2:12, built-up roofs, or roof systems requiring structural review.

Inspection Phone Line

The inspection phone line is **(916) 478-2225**, available 24 hours/day. Inspections can also be scheduled online through the eTrakit permit portal. You can access the portal [here](#).

Inspection requests received after 5:00 am will be scheduled for the following business day.

(Note: morning or afternoon inspections cannot be guaranteed).

Application Forms

An Application for Permit form may be located at the city website. The link is listed below:

http://www.elkgrovecity.org/city_hall/departments_divisions/building_safety_inspection_permits/forms_handouts_featured_articles/

An Application for Permit form may also be requested at the Building Safety & Inspection office located at:

Address: **8401 Laguna Palms Way**
Phone: **(916) 478-2235**
Email: Bldonline@elkgrovecity.org
Hours: **Monday through Friday**
8 am – 5 pm