



*City of Margate, Florida
Building Department*

Minimum Permit Requirements

For

Roofing

- PERMIT APPLICATION COMPLETELY FILLED OUT SIGNED AND NOTARIZED
- HOMEOWNER'S ASSOCIATION NOTIFICATION FORM
- HOMEOWNER'S AFFIDAVIT (when obtaining a Owner/Builder Permit)

THE FOLLOWING DOCUMENTS MUST BE SUBMITTED IN DUPLICATE

- NOTICE OF COMMENCEMENT WHEN OVER \$2500.00 IN VALUE.
- UNIFORM ROOF PERMIT COMPLETELY FILLED OUT.
- WIND LOAD CALCULATIONS SIGNED AND SEALED BY ENGINEER.
- HURRICANE PREPAREDNESS & PRECAUTIONS SIGNED BY OWNER AND CONTRACTOR.
- HURRICANE PRECAUTIONS SIGNED BY OWNER AND CONTACTOR.
- FIRE CLASSIFICATION PAGE (UL LISTING)
- NOTICE OF ACCEPTANCES – HIGHLIGHTED.

THE PERMIT APPLICATION WILL NOT BE ACCEPTED WITHOUT THE ABOVE MINIMUM DOCUMENTATION

OTHER DOCUMENTS MAY BE REQUIRED DEPENDING UPON THE JOB CONDITIONS



City of Margate, Florida
Building Department

High Velocity Hurricane Zones Required Owners Notification for Roofing Considerations

1524.1 Scope. As it pertains to this section, it is the responsibility of the roofing contractor to provide the owner with the required roofing permit, and to explain to the owner the content of this section. The provisions of Chapter 15 of the Florida Building Code, Building govern the minimum requirements and standards of the industry for roofing system installations. Additionally, the following items should be addressed as part of the agreement between the owner and the contractor. The owner's initial in the designated space indicates that the item has been explained.

1. Aesthetics-workmanship: The workmanship provisions of Chapter 15 (High-Velocity Hurricane Zone) are for the purpose of providing that the roofing system meets the wind resistance and water intrusion performance standards. Aesthetics (appearance) are not a consideration with respect to workmanship provisions. Aesthetic issues such as color or architectural appearance, that are not part of a zoning code, should be addressed as part of the agreement between the owner and the contractor.

2. Railing wood decks: When replacing roofing, the existing wood roof deck may have to be railed in accordance with the current provisions of Chapter 16 (High-Velocity Hurricane Zones) of the Florida Building Code, Building. (The roof deck is usually concealed prior to removing the existing roof system.)

3. Common roofs: Common roofs are those which have no visible delineation between neighboring units (i.e., townhouses, condominiums, etc.). In buildings with common roofs, the roofing contractor and/or owner should notify the occupants of adjacent units of roofing work to be performed.

4. Exposed ceilings: Exposed, open beam ceilings are where the underside of the roof decking can be viewed from below. The owner may wish to maintain the architectural appearance; therefore, roofing nail penetrations of the underside of the decking may not be acceptable. The owner provides the option of maintaining this appearance.

5. Ponding water: The current roof system and/or deck of the building may not drain well and may cause water to pond (accumulate) in low-lying areas of the roof. Ponding can be an indication of structural distress and may require the review of a professional structural engineer. Ponding may shorten the life expectancy and performance of the new roofing system. Ponding conditions may not be evident until the original roofing system is removed. Ponding conditions should be corrected.

6. Overflow scuppers (wall outlets): It is required that rainwater flow off so that the roof is not overloaded from a buildup of water. Perimeter/edge walls or other roof extensions may block this discharge if overflow scuppers (wall outlets) are not provided. It may be necessary to install overflow scuppers in accordance with the requirements of: Chapter 15 and 16 herein and the Florida Building Code, Plumbing.

7. Ventilation: Most roof structures should have some ability to vent natural airflow through the interior of the structural assembly (the building itself). The existing amount of attic ventilation shall not be reduced.

Exception: Attic spaces, designed by a Florida-licensed engineer or registered architect to eliminate the attic venting, venting shall not be required.

Owner's/Agent's Signature

Date

Contractor's Signature

Date

City of Margate, Florida
BUILDING DEPARTMENT

HURRICANE PREPAREDNESS & PRECAUTIONS

HURRICANE SEASON: JUNE 1 UNTIL NOVEMBER 30

PURSUANT TO SECTION 109.14.2.5 OF THE FLORIDA BUILDING CODE; IT SHALL BE A VIOLATION OF THIS CODE FOR AN OWNER OF REAL PROPERTY UPON WHICH CONSTRUCTION IS OCCURRING, OR ANY CONTRACTOR RESPONSIBLE FOR SAID CONSTRUCTION, TO HAVE ON THE PROPERTY LOOSE CONSTRUCTION MATERIALS THAT ARE NOT FASTENED OR SECURED TO THE GROUND OR ANY PERMANENT STRUCTURE. MATERIALS STOCK PILED ON TOP OF ANY STRUCTURE UNDER CONSTRUCTION SHALL BE PERMANENTLY INSTALLED BY THE PROPERTY OWNER OR CONTRACTOR UPON A **HURRICANE WATCH**, PROVIDED, HOMEOWNER, IN THE EVENT SUCH INSTALLATION CANNOT BE TIMELY COMPLETED, THEN THE PROPERTY OWNER OR CONTRACTOR SHALL:

- ✓ BAND TOGETHER THE CONSTRUCTION MATERIALS AND FASTEN THEM TO THE TOP OF THE STRUCTURE IN SUCH A MANNER SO AS NOT PRESENT A THREAT OF THEIR BECOMING AIRBORNE DURING SEVER WEATHER, OR
- ✓ REMOVE THE CONSTRUCTION MATERIALS FROM THE TOP OF THE STRUCTURE AND FASTEN DOWN TO THE GROUND, OR
- ✓ REMOVE THE CONSTRUCTION MATERIALS FROM THE JOB SITE, OR
- ✓ STORE THE CONSTRUCTION MATERIALS INSIDE AN ENCLOSED STRUCTURE.

SECTION 109.14.3 OF THE FLORIDA BUILDING CODE: FROM JUNE 1 TO NOVEMBER 30 OF EACH CALENDAR YEAR (NATIONAL WEATHER SERVICE DESIGNATED **HURRICANE SEASON**), BUILDING MATERIALS SHALL BE LOADED ON A ROOF NO EARLIER THAN TWENTY (20) WORKING DAYS PRIOR TO THE PERMANENT INSTALLATION OF THOSE MATERIALS.

NOTICES ISSUED BY THE NATIONAL WEATHER SERVICE OF A **HURRICANE WATCH** ARE DEEMED SUFFICIENT NOTICE TO THE OWNER OF REAL PROPERTY UPON WHICH CONSTRUCTION IS OCCURRING, OR ANY CONTRACTOR RESPONSIBLE FOR SAID CONSTRUCTION TO SECURE LOOSE CONSTRUCTION DEBRIS AND LOOSE CONSTRUCTION MATERIALS AGAINST THE EFFECTS OF HURRICANE FORCE WINDS.

SECTION 101.3.1 OF THE FLORIDA BUILDING CODE: VIOLATIONS AND PENALTIES; ANY PERSON, FIRM OR CORPORATION WHO SHALL VIOLATE A PROVISION OF THIS CODE OR FAIL TO COMPLY THEREWITH, OR WITH ANY OF THE REQUIREMENTS THEREOF, SHALL BE GUILTY OF A MISDEMEANOR. EACH SUCH PERSON SHALL BE DEEMED GUILTY OF A SEPARATE OFFENCE FOR EACH AND EVERY DAY OR PORTION THEREOF DURING WHICH ANY VIOLATION OF ANY PROVISIONS OF THIS CODE IS COMMITTED OR CONTINUED, AND UPON CONVICTION OF ANY SUCH VIOLATIONS, SUCH PERSON SHALL BE PUNISHABLE BY A FINE OF NOT LESS THAN FIFTY (50) DOLLARS, OR BY IMPRISONMENT NOT EXCEEDING SIXTY DAYS, OR BY BOTH SUCH FINE AND IMPRISONMENT.

I AM HEREBY NOTIFY EVERY ROOFING CONTRACTOR IN THE CITY OF MARGATE, THAT DURING **HURRICANE SEASON**, ROOFING CONTRACTORS ARE NOT ALLOWED TO LOAD ROOF TILES ON MORE BUILDINGS THAN THEY WOULD BE ABLE TO OFF LOAD IN A FORTY-EIGHT (48) HOUR PERIOD. IF, AT ANYTIME YOU HAVE LOADED MORE THAN THREE (3) ROOFS, YOU MUST NOTIFY THE BUILDING DEPARTMENT. TILES OFF LOADED MUST BE SECURED TO THE GROUND (STACK WIRED) OR PLACE IN THE GARAGE OF THE HOME. ALL JOB SITES MUST BE POLICED FOR LOOSE OBJECTS, AND DEBRIS MUST BE HAULED AWAY OR SECURED AS PER ABOVE.

OWNER'S NAME: _____

OWNER'S SIGNATURE: _____ DATE: _____

BY SIGNING THIS, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ABOVE INFORMATION AND WILL COMPLY WITH THE FLORIDA BUILDING CODE REQUIREMENTS.

CONTRACTOR'S NAME: _____

CONTRACTOR'S SIGNATURE: _____ DATE: _____

BY SIGNING THIS, I ACKNOWLEDGE THAT I HAVE READ AND UNDERSTAND THE ABOVE INFORMATION AND WILL COMPLY WITH THE FLORIDA BUILDING CODE REQUIREMENTS.

Section 1525
HIGH VELOCITY HURRICANE ZONES—UNIFORM PERMIT APPLICATION

Florida Building Code Edition 2007 HIGH Velocity Hurricane Zone Uniform Permit Application Form
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INSTRUCTION PAGE

COMPLETE THE NECESSARY SECTIONS OF THE UNIFORM ROOFING APPLICATION FORM AND ATTACH THE REQUIRED DOCUMENTS AS NOTED BELOW:

Roof System	Required Sections of the Permit Application Form	Attachments Required See List Below
Low Slope Application	A,B,C	1,2,3,4,5,6,7
Prescriptive BUR-RAS 150	A,B,C	4,5,6,7
Asphalt Shingles	A,B,D	1,2,4,5,6,7
Concrete or Clay Tile	A,B,D,E	1,2,3,4,5,6,7
Metal Roofs	A,B,D	1,2,3,4,5,6,7
Wood Shingles and Shakes	A,B,D	1,2,4,5,6,7
Other	As Applicable	1,2,3,4,5,6,7

ATTACHMENTS REQUIRED:

1.	Fire Directory listing Page
2.	Form Product Approval: Front Page Specific System Description Specific System Limitations General Limitations Applicable Detail Drawings
3.	Design Calculations per Chapter 16, of If Applicable RAS 127 or RAS 128
4.	Other Component Product Approvals
5.	Municipal Permit Application
6.	Owners Notification for Roofing Considerations (Reroofing Only)
7.	Any Required Roof Testing/Calculation Documentation

Section A (General Information)

Master permit No. _____ Process No. _____

Contractor's Name _____

Job Address _____

ROOF CATEGORY

- Low Slope Mechanically Fastened Tile Mortar/Adhesive Set Tile
 Asphaltic Shingles Metal Panel/Shingles Wood Shingles/Shakes

- Prescriptive BUR-RAS 150

ROOF TYPE

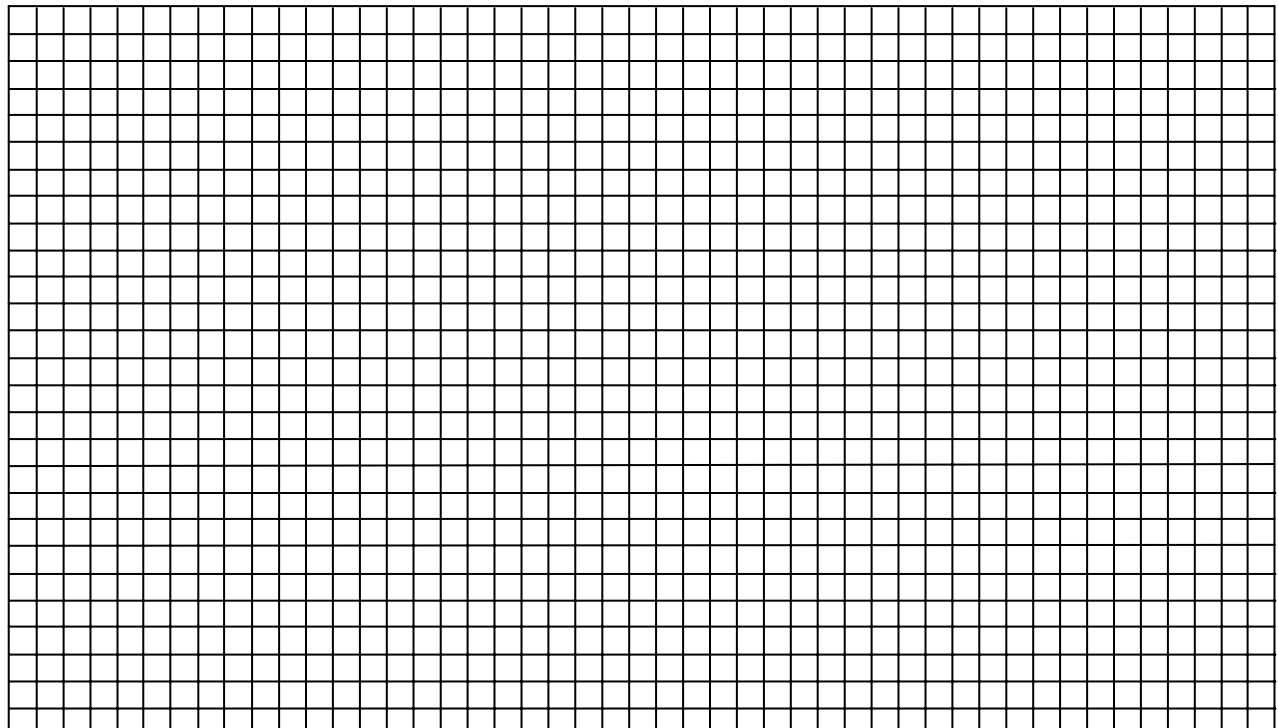
- New Roof Re-Roofing Recovering Repair Maintenance

ROOF SYSTEM INFORMATION

Low Slope Roof Area (SF) Steep Sloped Roof Area (SF) Total (SF)

Section B (Roof Plan)

Sketch Roof Plan: Illustrate all levels and sections, roof drains, scuppers, overflow scuppers and overflow drains. Include dimensions of sections and levels, clearly identify dimensions of elevated pressure zones and location of parapets.



Section C (Low Slope Application)

Fill in Specific Roof Assembly Components and identify Manufacture

(if a component is not used, identify as ("NA")

System Manufacture _____

NOA No. _____

Design Wind Pressures, From RAS 128 or Calculations:

Pmax1: _____ Pmax2: _____ Pmax3: _____

Max. Design Pressure, From the Specific NOA System _____

Deck: Type: _____

Gauge/Thickness: _____

Slope _____

Anchor/Base Sheet & No of Ply(s) _____

Anchor/Base Sheet Fastener/Bonding Material: _____

Insulation Base Layer: _____

Base Insulation Size and Thickness: _____

Base Insulation Fastener/Bonding Material: _____

Top Insulation Layer: _____

Top Insulation Size and Thickness: _____

Top Insulation Fastener/Bonding Material: _____

Base Sheet(s) & No. of Ply(s): _____

Base Sheet Fastener/Bonding Material: _____

Ply Sheet(s) & No. of

Ply(s): _____

Ply Sheet Fastener/Bonding Material: _____

Top Ply: _____

Top Ply Fastener/Bonding material: _____

Surfacing _____

Fastener Spacing for Anchor/Base Sheet Attachment

Field _____"oc @ Lap, # Rows _____ @ _____" oc

Perimeter _____" oc @ Lap, # Rows _____ @ _____oc

Corner _____"oc @ Lap, # Rows _____ @ _____oc

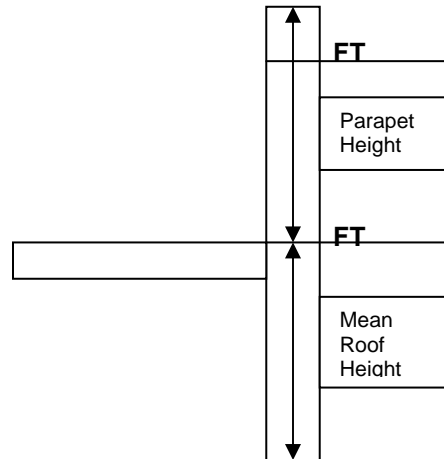
Number of Fasteners Per Insulation Board

Field _____ Perimeter _____ Corner _____

Illustrate Components Noted and Details as Applicable:

Woodblocking, Gutter, Edge Termination, Stripping, Flashing, Continuous Cleat, Cant Strip, Base Flashing, Counter-Flashing, Coping, Etc.

Indicate: Mean Roof Height, Parapet Height, Height of Base Flashing, Component Material, Material Thickness, Fastener Type, Fastener Spacing, or Submit Manufacture Details that Comply With RAS 111 and Chapter 16.



Section D (Steep Sloped Roof System)

Roof System Manufacture _____
Product Approval number _____
Minimum Design Wind Pressures, If Applicable (From RAS 127 or Calculations): <p style="text-align: center;">P1: _____ P2: _____ P3: _____</p>
Maximum Design Pressure Product Approval Specific System _____
Method of Tile Attachment: _____

Steep Sloped Roof System Description

	Deck Type: _____
	Type Underlayment: _____
	Insulation: _____
Roof Slope _____:12	Fire Barrier: _____
	Fastener Type & Spacing: _____
	Adhesive Type: _____
Ridge Ventilation? _____	Type Cap Sheet: _____
	Roof Covering: _____
Mean Roof Height: _____	Type & Size Drip Cap: _____

Section E (Tile Calculations)

For moment based tile systems, chose either Method 1 Or 2. Compared the values for M. with the values from M_r. If the M_r values are greater than or equal to the M. values, for each area of the roof, then the tile attachment method is acceptable.

Method 1 “Moment Based Tile Calculations Per RAS 127”

(P₁: _____ x λ _____ = _____) - M_g _____ = M_{r.1} _____ Product Approval M_r _____
 (P₂: _____ x λ _____ = _____) - M_g _____ = M_{r.2} _____ Product Approval M_r _____
 (P₃: _____ x λ _____ = _____) - M_g _____ = M_{r.3} _____ Product Approval M_r _____

Method 2 “ Simplified Tile Calculation per Table Below”

Required Moment of Resistance (M_r) From Table Below _____ Product Approval M_r

Mr Required Moment of Resistance*					
Mean Roof Height→ Roof Slope ↓	15'	20'	25'	30'	40'
2:12	34.4	36.5	38.2	39.7	42.2
3:12	32.2	34.4	36.0	37.4	39.8
4:12	30.4	32.2	33.8	35.1	37.3
5:12	28.4	30.1	31.6	32.8	34.9
6:12	26.4	28.0	29.4	30.5	32.4
7:12	24.4	25.9	27.1	28.2	30.0

*Must be used in conjunction with a list of moment based tile systems endorsed by the Broward County Board of Rules and

Appeals.

For Uplift based tile systems use Method 3. Compare the values for F' with the values for F_r . If the F' values are greater than or equal to the F_r values, for each area of the roof, then the tile attachment is acceptable.

Method 3 “Uplift Based Tile Calculations Per RAS 127”

(P₁: _____ x 1: _____ = _____ x w: _____) - w: _____ x cos θ: _____ = F_{r.1} _____ Product Approval F' _____
 (P₂: _____ x 1: _____ = _____ x w: _____) - w: _____ x cos θ: _____ = F_{r.2} _____ Product Approval F' _____
 (P₃: _____ x 1: _____ = _____ x w: _____) - w: _____ x cos θ: _____ = F_{r.3} _____ Product Approval F' _____

Where to Obtain Information		
Description	Symbol	Where to find
Design Pressure	P1 or P2 or P3	RAS 127 Table 1 or by an engineering analysis prepared by PE based on ASCE 7
Mean Roof Height	H	Job Site
Roof Slope	θ	Job Site
Aerodynamic Multiplier	λ	Product Approval
Restoring Moment due to Gravity	M _g	Product Approval
Attachment Resistance	M _r	Product Approval
Required Moment Resistance	M _r	Calculated
Minimum Attachment Resistance	F'	Product Approval
Required Uplift Resistance	F _r	Calculated
Average Tile Weight	W	Product Approval
Tile Dimensions	l=Length W=width	Product Approval

All Calculations must be submitted to the Building Official at the time of permit application

HURRICANE MITIGATION AFFIDAVIT

Permit # _____

Address _____ Lot _____ Block _____ Subdivision _____

State of Florida:
County of Broward:

BEFORE ME, The undersigned authority, personally appeared _____
(NAME OF Certifying Individual)

Who, being duly sworn, deposes and says:

I the undersigned certified individual for the re-roofing and Hurricane Mitigation, as prescribed in HB 7057 and FS §553.884, do hereby certify that I have personally inspected:

- The re-nailing of the roof sheeting and installed the secondary water barrier covering all joints in the roof sheeting with a minimum of a 4" wide strip of self adhering polymer modified bitumen tape prior to covering with the approved underlayment.**
- The installation of the metal connectors, clips, straps, fasteners, and additional structural elements using the prescriptive methods specified in sections 201.3.1 to 201.3.4**

I fully understand that, by the Building Department's acceptance of this certification, that I am totally responsible for the correction of any problems which may arise at any time in the future. I further understand that, if any violations are discovered due to this certification, the Building Department may file an action against my certification with the appropriate licensing board. I agree to indemnify, and hold harmless, the City of Margate, Florida from any and all claims, judgments, costs, liabilities, damages, and expenses, including attorney fees, whatsoever arising in connection with the missed inspection.

I hereby acknowledge that the statements herein contained are true and correct.

Further, affiant sayeth naught.

PRINT NAME OF CERTIFYING INDIVIDUAL

On this, the _____ day, of _____, _____, before me the undersigned Notary Public of the State of Florida, personally appeared

SIGNATURE

NAME OF CERTIFYING INDIVIDUAL

CERTIFICATION NUMBER

Whose name is subscribed to the within instrument, and he acknowledges that he executed it

LICENSE TYPE

NOTARY PUBLIC, STATE OF FLORIDA

SEAL

City of Margate, Florida
Building Department

Homeowner's Association Notification Form

Name _____

Address _____

Unit number _____ Association: _____

PLEASE CHECK ALL THAT APPLY

- I live in a residential community with a homeowners association
- I have notified my homeowners association of proposed improvements
- I live in a condominium with a homeowners association
- I have notified my homeowners association of proposed improvements
- I do not live in a residential community with a homeowners association

Your permit application will not be accepted without this information

Owner Signature

Date

Owner Signature

Date

Print name

Print Name



City of Margate, Florida
Building Department

DURING A HURRICANE WATCH
& BEFORE THE ONSET OF HURRICANE VELOCITY WINDS
YOU ARE REQUIRED TO

SECURE THIS JOB

IN ACCORDANCE WITH THE BROWARD COUNTY ADMINISTRATIVE PROVISIONS
OF THE FLORIDA BUILDING CODE SECTION 109.12

**All loose objects
In exposed outdoor locations
shall be lashed to rigid construction
or shall be stored in buildings.**

Florida Building Code Broward County Administrative Provisions
Section 109.14.2.4

NOTICES ISSUED BY THE NATIONAL WEATHER SERVICE OF A HURRICANE WATCH ARE DEEMED SUFFICIENT NOTICE TO THE OWNER OF REAL PROPERTY UPON WHICH CONSTRUCTION IS OCCURRING, OR ANY CONTRACTOR RESPONSIBLE FOR SAID CONSTRUCTION, TO SECURE LOOSE CONSTRUCTION DEBRIS AND LOOSE CONSTRUCTION MATERIALS AGAINST EFFECTS OF HURRICANE FORCE WINDS

This includes but not limited to:

109.14.2.1 Road Right-of-Way shall remain clear of construction waste and trash	
109.14.2.2 Waste and Trash Enclosures	Temporary Toilets
109.14.2.3 Loose Construction Debris	Forms and Construction Materials
109.14.2.5 Roofing Tile and Materials	Construction Shacks
109.14.3 Loading of Roof Tile	
Temporary Electric Service Poles	
AND PROTECT ALL GLASS AREAS	