



VILLAGE OF PINECREST  
Building & Planning Department

## MEMORANDUM

DATE: January 1, 2018  
TO: ROOFING CONTRACTORS / HOMEOWNERS  
FROM: Leo Llanos, P.E., Building Official  
RE: Roofing Permit Applications

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Attached please find the Uniform Roofing Permit Application Forms for the Florida Building Code 6th Edition (2017) (High Velocity Hurricane Zone).

All applications submitted for re-roofing and new roofs shall include the fully executed permit application and the applicable form sections along with the product approval packet.

Revised 1/2018



VILLAGE OF PINECREST  
Building & Planning Department

## COMMERCIAL REROOFING

The following applicable statements are required to be completed when applying for commercial reroofing permit applications:

Job Address: \_\_\_\_\_

Process Number: \_\_\_\_\_

**Is there insulation in the existing roof system?**     Yes     No

If Yes, then I attest that the insulation to be installed in the proposed roofing system shall have the same thickness and R-Value as the existing insulation.

**Note: Structures built after March 15, 1979 must comply with the Florida Energy Code.**

Signature: \_\_\_\_\_ (required)

Architect     P.E.     Roofing Contractor

License Number: \_\_\_\_\_

**No Change**

I attest that the proposed roofing system is an exact replacement of the existing roofing system. I also attest that the existing overflow drains and/or scuppers are sized so that no more than 5" of water will accumulate on any portion of this roof.

Signature: \_\_\_\_\_ (required)

Architect     P.E.     Roofing Contractor

License Number: \_\_\_\_\_

**OR**

**Change to the roofing system**

Roofing permit applications in other than Group R-3 occupancy, involving a change in the roofing system and recovery applications must include signed and sealed calculations for the supporting structure, and a statement as follows:

I have reviewed the structural and drainage adequacy of the existing roof structure with regard to the proposed roofing system and hereby approve the installation as proposed.

Signature: \_\_\_\_\_ (required)

Architect     P.E.

License Number: \_\_\_\_\_



VILLAGE OF PINECREST  
Building & Planning Department

## AFFIDAVIT OF COMPLIANCE WITH ROOF TO WALL CONNECTION

### HURRICANE MITIGATION RETROFIT FOR EXISTING SITE-BUILT SINGLE FAMILY RESIDENTIAL STRUCTURES PURSUANT TO SECTION 553.844 F.S.

TO: Village of Pinecrest Building Department  
12645 Pinecrest Parkway  
Pinecrest, Florida 33156

RE: Owner's Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Roofing Permit Number: \_\_\_\_\_

Dear Building Official:

I, \_\_\_\_\_ certify that I have improved the roof to wall connections of the referenced property as required by the Manual of Hurricane Mitigation Retrofits for Existing Site-Built Single Family Residential Structures as adopted by the Florida Building Commission by Rule 9B-3.047 F.A.C.

\_\_\_\_\_  
Signature of Qualifying Agent

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
License Number

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE

\_\_\_\_\_  
NOTARY PUBLIC – STATE OF FLORIDA

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ (SEAL)  
\_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Personally known  
\_\_\_\_\_  
or Produced Identification



VILLAGE OF PINECREST  
Building & Planning Department

## AFFIDAVIT OF COMPLIANCE WITH ROOF DECKING ATTACHMENT AND SECONDARY WATER BARRIER

### HURRICANE MITIGATION RETROFIT FOR EXISTING SITE-BUILT SINGLE FAMILY RESIDENTIAL STRUCTURES PER FLORIDA BUILDING CODE 6th Ed. (2017)

TO: Village of Pinecrest Building Department  
12645 Pinecrest Parkway  
Pinecrest, Florida 33156

RE: Owner's Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Roofing Permit Number: \_\_\_\_\_

Dear Building Official:

I, \_\_\_\_\_ certify that the roof decking attachment and fasteners have been strengthened and corrected and a secondary water barrier has been provided as required by the Florida Building Code 6th Ed. (2017) (Existing Building) Section 706.7.1.

\_\_\_\_\_  
Signature of Qualifying Agent

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
License Number

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE

\_\_\_\_\_  
NOTARY PUBLIC – STATE OF FLORIDA

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ (SEAL)  
\_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
Personally known  
\_\_\_\_\_  
or Produced Identification



VILLAGE OF PINECREST  
Building & Planning Department

## OWNER'S AFFIDAVIT OF EXEMPTION

### ROOF TO WALL CONNECTION HURRICANE MITIGATION RETROFIT FOR EXISTING SITE-BUILT SINGLE FAMILY RESIDENTIAL STRUCTURES PURSUANT TO SECTION 553.844 F.S.

TO: Village of Pinecrest Building Department  
12645 Pinecrest Parkway  
Pinecrest, Florida 33156

RE: Owner's Name: \_\_\_\_\_

Property Address: \_\_\_\_\_

Roofing Permit Number: \_\_\_\_\_

Dear Building Official:

I, \_\_\_\_\_ certify that I am not required to retrofit the roof to wall connections of my building because:

The building is uninsured or has an insurance value of \$300,000 or less **AND,**

Has a just valuation for the structure for purposes of ad valorem taxation is less than \$300,000. **(Provide copy of Miami-Dade County Property Appraiser's Assessment)**

(or)

The building was constructed in compliance with the provisions of the Florida Building Code (FBC) or with the provisions of the 1994 edition of the South Florida Building Code (1994 SFBC) **(Provide copy of Certificate of Occupancy)**

(or)

The roof-to-wall connections for gables and all corners cannot be completed for less than 15% of the cost of the roof replacement. **(Provide an estimate of costs for retrofit improvements by a General Contractor or Roofing Contractor)**

\_\_\_\_\_  
Signature of Property Owner

\_\_\_\_\_  
Print Name

STATE OF FLORIDA  
COUNTY OF MIAMI-DADE

\_\_\_\_\_  
NOTARY PUBLIC – STATE OF FLORIDA

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ (SEAL)

\_\_\_\_\_, 20\_\_\_\_\_.



VILLAGE OF PINECREST  
Building & Planning Department

## HIGH-VELOCITY HURRICANE ZONES REQUIRED OWNER'S 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 this chapter 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) \_\_\_\_\_ Renailing Wood Decks:  
(initial)

When replacing roofing, the existing wood roof deck may have to be renailed 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.)

2) \_\_\_\_\_ Exposed Ceilings:  
(initial)

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.

3) \_\_\_\_\_ Overflow Scuppers (wall outlets):  
(initial)

It is required that rainwater flows 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.

\_\_\_\_\_  
Owner's / Agent's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor's Signature

Revised 1/2018

**SECTION 1525  
HIGH-VELOCITY HURRICANE ZONES—UNIFORM PERMIT APPLICATION**

*Florida Building Code 6th Edition (2017)*  
High-Velocity Hurricane Zone Uniform Permit Application Form

**INSTRUCTION PAGE**

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

<b>Roof System</b>	<b>Required Sections of the Permit Application Form</b>	<b>Attachments Required See List Below</b>
Low Slope Application	A,B,C	1,2,3,4,5,6,7
Prescriptive BUR-RAS 150	A,B,C	4,5,6,7
Asphaltic 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.	From Product Approval: Front Page Specific System Description Specific System Limitations General Limitations Applicable Detail Drawings
3.	Design Calculations per Chapter 16, or if applicable, RAS 127 or RAS 128
4.	Other Component of Product Approval
5.	Municipal Permit Application
6.	Owners Notification for Roofing Considerations (Reroofing Only)
7.	Any Required Roof Testing/Calculation Documentation

**Florida Building Code 6th Edition (2017)  
High-Velocity Hurricane Zone Uniform Permit Application Form**

**Section A (General Information)**

Master Permit No. \_\_\_\_\_ Process No. \_\_\_\_\_

Contractor's Name \_\_\_\_\_

Job Address \_\_\_\_\_

**ROOF CATEGORY**

- Low Slope
- Asphaltic Shingles
- Mechanically Fastened Tile
- Metal Panel/Shingles
- Prescriptive BUR-RAS 150
- Mortar/Adhesive Set Tiles
- Wood Shingles/Shakes

**ROOF TYPE**

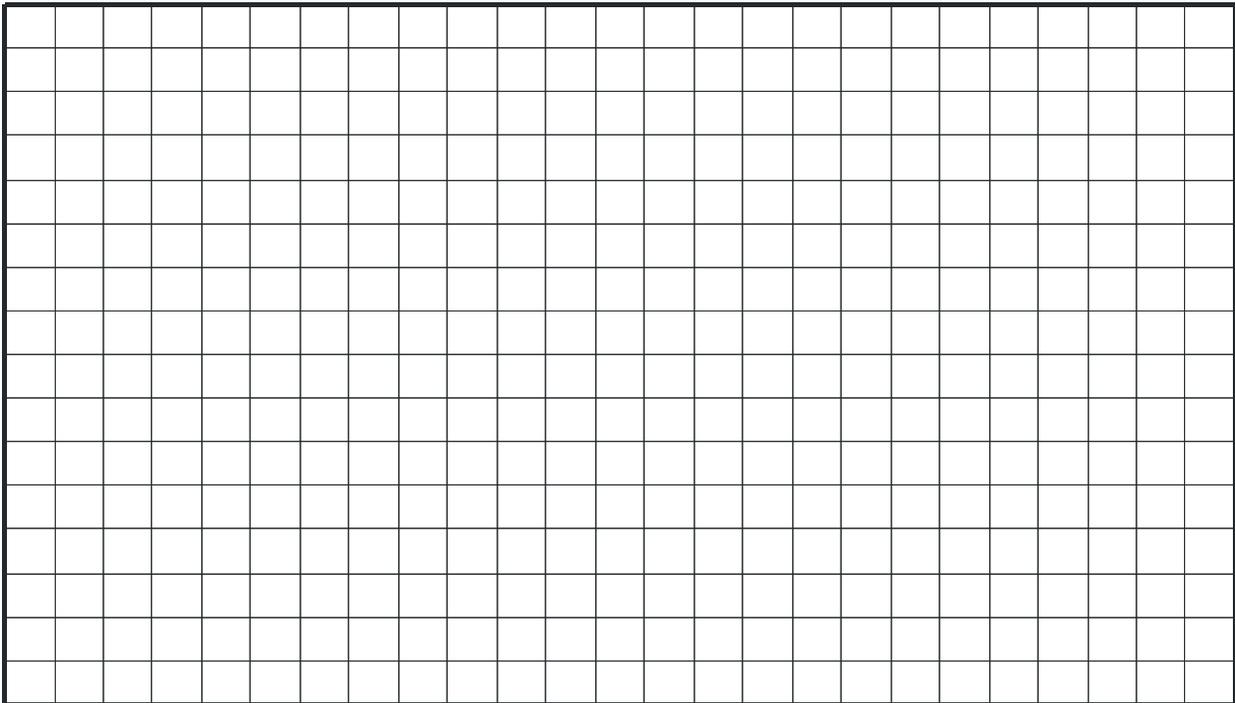
- New roof
- Repair
- Maintenance
- Reroofing
- Recovering

**ROOF SYSTEM INFORMATION**

Low Slope Roof Area (SF) \_\_\_\_\_ Steep Sloped Roof AREA (SSF) \_\_\_\_\_ 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.



**Florida Building Code 6th Edition (2017)  
High-Velocity Hurricane Zone Uniform Permit Application Form**

**Section C (Low Slope Application)**

Fill in specific roof assembly components and identify manufacturer

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

System Manufacturer: \_\_\_\_\_

Product Approval No.: \_\_\_\_\_

Design Wind Pressures, From RAS 128 or Calculations:

P1: \_\_\_\_\_ P2: \_\_\_\_\_ P3: \_\_\_\_\_

Max. Design Pressure, from the specific product approval 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

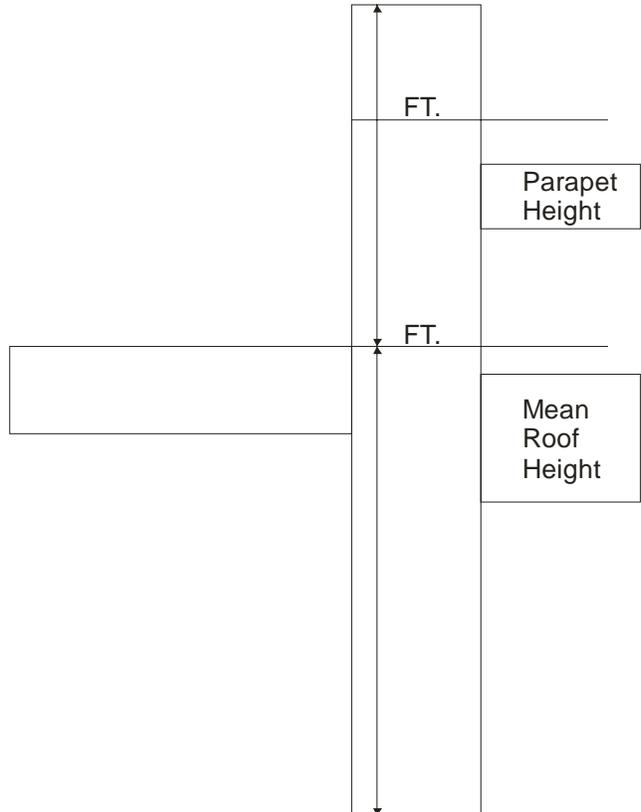
Number of Fasteners Per Insulation Board:

Field \_\_\_\_ Perimeter \_\_\_\_ Corner \_\_\_\_

Illustrate Components Noted and Details as Applicable:

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

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



**Florida Building Code 6th Edition (2017)**  
**High-Velocity Hurricane Zone Uniform Permit Application Form**

**Section D (Steep Sloped Roof System)**

Roof System Manufacturer: \_\_\_\_\_

Notice of Acceptance Number: \_\_\_\_\_

Minimum Design Wind Pressures, If Applicable (From RAS 127 or Calculations):

P1: \_\_\_\_\_ P1: \_\_\_\_\_ P1: \_\_\_\_\_

Roof Slope:  
\_\_\_\_\_: 12

Ridge Ventilation?  
\_\_\_\_\_

Mean Roof Height: \_\_\_\_\_

Deck Type:

Type Underlayment:

Insulation:

Fire Barrier:

Fastener Type & Spacing:

Adhesive Type:

Type Cap Sheet:

Roof Covering:

Type & Size Drip  
Edge:

**Florida Building Code 6th Edition (2017)  
High-Velocity Hurricane Zone Uniform Permit Application Form**

**Section E (Tile Calculations)**

For Moment based tile systems, choose either Method 1 or 2. Compare the values for  $M_r$  with the values from  $M_f$ . If the  $M_r$  values are greater than or equal to the  $M_f$  values, for each area of the roof, then the tile attachment method is acceptable.

Method 1 "Moment Based Tile Calculations Per RAS 127"

(P1:  $\text{___} \times \lambda \text{ ___} = \text{___}$ ) – Mg:  $\text{___} = M_{r1}$   $\text{___}$  Product Approval  $M_f$   $\text{___}$   
 (P2:  $\text{___} \times \lambda \text{ ___} = \text{___}$ ) – Mg:  $\text{___} = M_{r2}$   $\text{___}$  Product Approval  $M_f$   $\text{___}$   
 (P3:  $\text{___} \times \lambda \text{ ___} = \text{___}$ ) – Mg:  $\text{___} = M_{r3}$   $\text{___}$  Product Approval  $M_f$   $\text{___}$

Method 2 "Simplified Tile Calculations Per Table Below"

Required Moment of Resistance ( $M_r$ ) From Table Below  $\text{___}$  Product Approval  $M_f$   $\text{___}$

M <sub>r</sub> required Moment 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. Compared 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 method is acceptable.

Method 3 "Uplift Based Tile Calculations Per RAS 127"

(P1:  $\text{___} \times L \text{ ___} = \text{___} \times w: = \text{___}$ ) – W:  $\text{___} \times \cos \Theta \text{ ___} = F_{r1}$   $\text{___}$  Product Approval  $F'$   $\text{___}$   
 (P2:  $\text{___} \times L \text{ ___} = \text{___} \times w: = \text{___}$ ) – W:  $\text{___} \times \cos \Theta \text{ ___} = F_{r2}$   $\text{___}$  Product Approval  $F'$   $\text{___}$   
 (P3:  $\text{___} \times L \text{ ___} = \text{___} \times w: = \text{___}$ ) – W:  $\text{___} \times \cos \Theta \text{ ___} = F_{r3}$   $\text{___}$  Product Approval  $F'$   $\text{___}$

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	$\Theta$	Job Site
Aerodynamic Multiplier	$\lambda$	Product Approval
Restoring Moment due to Gravity	$M_g$	Product Approval
Attachment Resistance	$M_f$	Product Approval
Required Moment Resistance	$M_g$	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.		