



Development Services Department

7501 E. Skoog Blvd.

Prescott Valley, Arizona 86314

Phone (928)759-5535

Fax (928)772-7829

email: devserv@prescottvalley-az.gov

Permit # _____

ROOF PERMIT APPLICATION

Construction Address: _____

Parcel#: _____ - _____ - _____ Unit#: _____ Lot#: _____

Owner's Name: _____

Owner's Address: _____

Email Address: _____

Phone Number: _____

Contractor Name: _____

Business License #: _____ Contractor's License #: _____

Address: _____ Phone #: _____

Description: _____

Are you roofing any detached buildings? Yes No

If yes, how many buildings? _____

Is this a mobile home or manufactured home? Yes No

Valuation of Labor and Materials: _____

Signature: _____ Date: _____



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**2018 International Residential Code – Application and Inspection verification check sheet for
“Roof/Reroof” minimum permit requirements.**

- 1. Roof Type: Shingles 3 Tab/Laminated Shakes/Wood Tile _____
 Metal Roll-on/Hot-mop Other _____
- 2. Location: Residence Commercial Other _____
- 3. Reroof: Existing type: _____ Overlay Tear-off
- 4. Squares: Estimated overall: _____ Total percent of roof area coverage _____%
- 5. Overlay: _____

Note:

- Shingles shall not be installed on less than a 2:12 slopes; Tile/Cement: 2 ½: 12 slope; Metal: 3:12 slope; Roll-on/Hot-mop: per manufacturer’s installation instructions. Lesser slopes only upon manufacturer’s approval.
- No more than two roofing applications may be applied to any roof, without the complete removal of all existing roof covering. Manufactured/mobile homes cannot be reroofed over existing roofing systems without expressed engineering approval from manufacturer.
- Roofing systems are required to be installed per current code requirements along with manufacturer’s specifications and installation instructions. Manufacturer’s documents shall be on site for review by the inspector.
- Base flashing against vertical side wall minimum of 4”x 4” or step flashing installed per manufactured specifications.
- Engineered analysis required for roofing support systems (rafter/trusses), supporting increased live load based on heavier upgraded roofing materials.
- These requirements shall apply to reroofing and/or modifications of existing systems.
- New roof coverings shall not be installed without first removing all existing layers including shingles and underlayment. Note: you may roof over one roof application only.

CERTIFICATION

I, _____ (Installer/Contractor), acknowledge my understanding and acceptance of the above-mentioned requirements. Additionally, I have inspected the roof at _____.
I have found the roof/deck/sheathing to be adequate and that the roof complies with Section R908 of the 2018 IRC.

Signature: _____

Date: _____

Printed Name: _____



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**PROOF OF VALID CONTRACTOR'S LICENSE
 A.R.S. SECTION §32-1168-1169**

Construction Address: _____ **Permit #:** _____

SECTION I. The undersigned does hereby swear and affirm that the applicant for a building permit identified in the attached application (check one).

- General Contractor.** Is currently licensed as a contractor under the provisions of Chapter 11 of Title 32, Arizona Revised Statutes, as identified in Section II and will perform work with such subcontractors as are also all identified in Section II.
- Owner/Builder.** Owns the property which is not intended for sale or rent and (check one or both)
 - Will perform themselves; or jointly with employees who are paid on a time worked basis, not by the job and/or
 - will perform the work with duly licensed contractors, all of whom are identified in Section II
- Developer** Owns property for sale or rent upon which a residential structure or addition is to be constructed by the duly licensed contractor or contractors, all of whom are identified in Section II.

SECTION II	Contractor/Subcontractor Name	Contractor License #	Phone #
General Contractor			
Electrical			
Plumbing			
Mechanical			
Framing			
Grading/Excavation			
Cement/Concrete			
Roofing			
Insulation			
Lathing			
Stucco			
Glass/Store Front			
Painting			
Masonry/Block			
Drywall			
Landscaping			
Manufacture Home			

THIS CERTIFICATION IS REQUIRED UNDER STATE LAW TO BE COMPLETED AND SIGNED BY ALL APPLICANTS FOR A BUILDING PERMIT. UNDER STATE LAW, THE FILING OF AN APPLICATION CONTAINING FALSE OR INCORRECT INFORMATION WITH THE INTENT TO AVOID THE STATE LICENSING REQUIREMENTS CONSTITUTES UNSWORN FALSIFICATION, A CLASS 6 FELONY.

 Signature Address

 Printed Name Date