

CITY OF LINCOLN CITY

COMMERCIAL ROOFING REQUIREMENTS

2022 OSSC Section 105.1 WRITTEN APPROVAL REQUIRED. **New roofing materials shall *NOT* be applied without first obtaining written approval from the Building Official. A STRUCTURAL (BUILDING) PERMIT IS REQUIRED.**

The Building Official may allow existing roof coverings to remain when, inspection or other evidence reveals, ALL of the following are met: 2022 OSSC Section 1512.2.1 Roof Recover:

- Existing roof covering is only one layer and allowed by the manufacturer;
- Roof structure is sufficient to sustain weight of additional dead load of the new roofing;
- Roof deck is structurally sound;
- Roof drains and drainage are sufficient to prevent extensive accumulation of water;
- Existing roofing is securely attached to deck;
- Existing insulation is NOT water soaked; AND
- Fire-retardant requirements are maintained.

TO OBTAIN THE REQUIRED PERMITS:

1. APPLY for a Commercial Structural Permit through [BuildingPermits.Oregon.gov \(accela.com\)](https://BuildingPermits.Oregon.gov/accela.com)
See Instructions for Contractors for assistance with registering with Epermitting.
2. UPLOAD this completed form (as a PDF) into your Commercial Structural Permit.
3. UPLOAD pdf copies of the cut sheets of the proposed type of re-roofing system, to obtain the required permit(s).

REQUIRED INSPECTIONS:

Per 2022 OSSC Sections 1512.2.2 & 1512.2.3

- PHASE I Commercial Re-Roof Inspection (after removal or prior to recover)
PHASE II Final Building Inspection

The contractor's signature below certifies that code compliance will be met.

Contractor/Property Owner Signature

Date

Building Official's Signature

Date

Revised MAY 2023

