



ROOFING PERMIT APPLICATION

This application is intended for roofing projects that do not require structural changes. Please use the **Building Permit Application with Plan Review** if you plan on making structural changes to your roof.

Owner_____	Contractor/Agent_____
Address_____	Address_____
Phone_____	Phone_____
Email_____	Email_____

Project Address_____

Valuation of described project—Include labor and materials \$_____

**Projects with a total valuation of \$50,000 or more require a detailed schedule of valuation. See “sample documentation required for schedule values” on the website_____ Initial*

The Town of Bow Mar has adopted the 2021 International Building Code and the 2023 National Electric Code

Roofing Details

Please describe material used including brand and color._____

Required Documents to process permit:

Signed Contract with Homeowner DRB Approval

All and any exterior modifications on property requires DRB approval

The Town of Bow Mar will not process permit without DRB approval

Per Town of Bow Mar Ordinance 18-5 (e.) , outdoor construction shall be limited to 7:00 a.m. to 7:00 p.m. Monday through Friday and 8:00 a.m. to 5:00 p.m. on Saturday, Sunday and Holidays. *Initial* _____

Signature_____ Date_____



Town of Bow Mar Roofing Requirements

- **Insulation**—Insulation above roof decking shall be a continuous R25. Insulation in an attic or closed cavity shall be R38.
- **Roof Ventilation**—Enclosed attics and enclosed rafter spaces where a ceiling is directly applied to the underside of the rafter shall have cross ventilation. The minimum net free ventilating area shall be 1/150 square feet of the area of the vented space.
- **Drip Edge Metal**—Drip edge shall be provided at eaves and gable ends of roofs. Drip edge shall extend a minimum of 0.25 inch below the roof sheathing and extend up the roof deck minimum 2 inches onto the roof decking
- **Ice Barrier**—Ice barrier shall be used in lieu of normal underlayment and extend from the lowest edge of all roof surfaces to a point at least 24 inches inside of the building envelope.

When to call for inspections during your project

- **Mid-Roof Inspection**— When no more than 25% of roof covering is installed
- **Final Inspection**— When your project is complete
- A ladder is required on site for all inspections
- Call the Bow Mar Building Inspector, Terry Weiss at 303-522-3331 to schedule your inspection