



Roofing Guidelines

Submittal Requirements:

- 1) Any person hired to perform work must have the required City of Yukon contractor registration to do work within the city limits, must be licensed with the State of Oklahoma and they must obtain the required roof permit before beginning work.
- 2) Provide a completed permit application. Indicate the roofing material, number of squares of roofing to be installed, number of layers on the existing roof or if you are removing the roof covering to the roof deck and any other required information.
- 3) The valuation must include the total labor and material for tear-off and installation of the new roof.

General Requirements:

- 1) All roofing materials and coverings are required to be installed in accordance with provisions of the current adopted 2009 International Residential Code.
- 2) Headwall and sidewall flashing, roof jacks and storm collars are required to be replaced if missing, damaged or rusted.
- 3) Cracked or damaged vent flues and terminations are required to be replaced and or repaired by a registered mechanical contractor.
Note: All gas vent flues are required to be checked to make sure that they have not been damaged during the roofing process after the roof has been completed.
- 4) All Mechanical, Electrical, Plumbing and Gas disconnects and reconnects are required to be completed by licensed and registered contractors and the proper permits and inspections are required to be completed.
- 5) Adequate ventilation of the attic space is required.

Inspection Requirements:

- 1) A decking and final roof inspection is required.
- 2) The roofing contractor is required to provide a ladder that is in compliance with OSHA standards and secured to the roof for all roof inspections.
- 3) To schedule a roof inspection, call 405-354-6676 and request a decking inspection and or final inspection.

****Door to door solicitation will need to go through the Police Department located at:
100 South Ranchwood Blvd., Yukon, OK****



ROOF PERMIT APPLICATION

Please PRINT or TYPE all information

Date: _____ **HOMEOWNER NAME:** _____

PROJECT STREET ADDRESS: _____

BUILDING USE:	ROOF SLOPE:	Recover
Commercial	Flat Roof	Tear Off & Recover
Residential	Pitched Roof	Tear Off, Resheath, & Recover
# of Squares to Install:	# of Layers to Tear Off:	Cost of Project:

ADDITIONAL PROJECT DETAILS: _____

NAME OF ROOFING COMPANY & CONTACT PERSON:

BUSINESS ADDRESS: _____

BUSINESS PHONE: _____ **CELL PHONE:** _____

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his/her authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued I certify that the Development Services Director or his authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provision of the code(s) applicable to such permit

Signature of Applicant Date

- ** A separate application and permit are required for each individual building.****
- **All metal & flat roof permits are required to be submitted with the manufacture installation instructions for review. Allow for a 3 day turn around for review.****
- ** All permits must be posted on the garage/front of building where it can be viewed from the street before you start work on any roof. Roof permits can be faxed to 405-350-8929.****