



Updated Residential Roofing Guidelines

Updated as of 07/20/2015

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, and 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) **Adopted Ordinance : Ordinance No. 1308, Sec. 18-136; Adoption of the International Residential Code for One- and Two-Family** – That certain documents, 3 copies of which are on file in the office of the city clerk, being marked and designated as International Residential Code including Appendix Chapters : E manufactured housing used as dwellings; G swimming pools, spa and hot tub and H patio covers as published by the International Code Council are hereby adopted as the code of the City of Yukon for regulating the design, construction, quality of materials, erection, installation, alteration, repair, location, relocation, replacement, addition to, use or maintenance of one- and two-family dwellings and townhouses not more than 3 stories in height in the city and provisions, conditions and terms of such International Residential Code 2009 Edition, as amended and modified by the Oklahoma Uniform Building Code Commission (hereafter referred to as OUBCC) pursuant to 59 O.S. § 100.23 and subsequent amendments as listed below of the City of Yukon Code of Ordinances, on file in the office of the city clerk are hereby referred to, adopted and made a part hereof as if fully set out in this article.

(Please see reverse side)

- 2) The permit holder is responsible for complying with the 2009 International Residential Code requirements for roofing materials (R904), coverings (R905), attic ventilation (R806) and reroofing methods (R907).
 - A) **R904.2 – Compatibility of materials.** Roof assemblies shall be of materials that are compatible with each other and with the building or structure to which the materials are applied.
 - B) **R905.1 – Roof covering application.** Roof coverings shall be applied in accordance with the applicable provisions of this section and the manufacturer's installation instructions.
 - C) **R905.2.1 – Sheathing Requirements.** Asphalt shingles shall be fastened to solidly sheathed decks.
 - D) **R806.1 – Ventilation required.** Enclosed attics and enclosed rafter spaces formed where ceilings are applied directly to the underside of roof rafters shall have cross ventilation for each separate space by ventilating openings protected against the entrance of rain or snow.
 - E) **R907.1 – General.** Materials and methods of application used for recovering or replacing an existing roof covering shall comply with the requirements of Chapter 9.
- 3) Headwall and sidewall flashing, roof jacks and storm collars are required to be replaced if missing, damaged or rusted.
- 4) Cracked or damaged vent flues and terminations are required to be replaced and/or repaired by a registered mechanical contractor. (**Note:** The permit holder is responsible for checking all gas vent flues to ensure that they have not been damaged during the roofing process after the roof has been completed. If required to replace a minimum of 1" clearance is required.)
- 5) 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.
- 6) The permit holder is responsible for reviewing any additional loads to the roof framing.

****NOTE : Solidly Sheathed Decking is defined by the City of Yukon Development Services Department as having no gaps exceeding 1/4"*****

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

DISCLAIMER

*** This document is not all-inclusive, other requirements not cited in this document is also required to be addressed.***



ROOF PERMIT APPLICATION

Please PRINT or TYPE all information

Date: _____ HOMEOWNER NAME: _____

PROJECT STREET ADDRESS: _____

BUILDING USE:	ROOF SLOPE:	<input type="checkbox"/> Recover
<input type="checkbox"/> Commercial	<input type="checkbox"/> Flat Roof	<input type="checkbox"/> Tear Off & Recover
<input type="checkbox"/> Residential	<input type="checkbox"/> Pitched Roof	<input type="checkbox"/> 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.****