

Planning and Development Dept. - Permit Application Center

P.O. Box 11706 or 155 Johnston St., Rock Hill, SC 29731-1706

Ph: 803-329-5590 Fax: 803-329-7228

www.cityofrockhill.com



ROOFING PERMIT APPLICATION

Date: _____

Property Owner: _____ Phone: _____

Property Owner Address: _____

Construction Address: _____

Contractor Name: _____ SC State Lic. # _____ BL# _____

Contractor Address: _____

Phone: _____ Fax: _____ Email: _____

Description of Work: _____

Type of Roof (asphalt shingles, membrane, etc.): _____

Note: Commercial membrane roofs require a SC specialty roofing contractor license.

Square Footage of Roof: _____ No. of Squares: _____

Is the proposed roofing work: Commercial OR Residential

*Are you removing the existing shingles or membrane? Yes No

* Section R908.3.1.1 of the 2015 IRC states: A roof recover shall not be permitted where any of the following conditions occur:

1. Where the existing roof or roof covering is water-soaked or has deteriorated to the point that the existing roof or roof covering is not adequate as a base for additional roofing.
2. Where the existing roof covering is slate, clay, cement or asbestos-cement tile.
3. Where the existing roof has **two or more applications** of any type of roof covering.

** Valuation of Work: \$ _____ Total cost of project. Attach a copy of your signed contract.

** Note: Residential Specialty Licensed Roofing Contractors are limited to no more than \$5,000 of commercial roofing work, including labor and materials. Certain types of commercial roofing work, such as membrane roofing, require a specific license per SC state law, Title 40, Chapter 11. Residential roofing work will also be limited to no more than \$5,000 per project unless a Bond has been filed with the South Carolina Labor, Licensing and Regulation Division. Deviations between the valuation as shown above and the national average for similar roofing projects may require the owner or contractor to submit a copy of the signed roofing contract to verify actual contract bid prices. Donated labor and/or donated materials shall be included in the total valuation. Donated labor shall be based on the current minimum wage. Donated materials shall be based on the current retail price of all project materials.

Certifications

- I certify to the best of my knowledge that all information provided herein is true and correct and all work performed under this permit shall conform to the plans and specifications herewith submitted and to all applicable Building Codes and Laws and Ordinances pertaining thereto.
- By signing this application I certify that I have the authority to make the foregoing application and I am the property owner or an authorized agent for the company performing the work stated above. I understand that I must use contractors licensed or registered with the State of South Carolina. If I choose to represent myself as the owner/builder, I understand that I or my immediate family members are required to occupy the property, that only contractors and subcontractors duly licensed as required by the State of South Carolina and the City of Rock Hill must be used to perform work associated with this application and permit, and as owner/builder I may not rent, lease or sell the property for a period of no less than two years from the date of final inspection for which this permit is issued.
- I further understand that if any information provided is found to be incorrect or falsely stated that this permit will be null and void and that I may be responsible for violation of other related state laws and local ordinances.

Applicant Signature: _____ Applicant Title: _____

(State License Holder, Owner, Agent, etc.)

Applicant Printed Name: _____

Sworn to and subscribed before me on

this _____ day of _____, 20 _____

Signature of Notary: _____

(Place Notarial Seal Here)

Notary Public for: _____

My commission expires: _____

OFFICE USE ONLY

VALUATION: _____ APPROVED: _____ DISAPPROVED: _____
(Estimate Residential: \$120 x # of square; Commercial: \$200 x # of squares)

Notes: _____