

# SEMINOLE COUNTY BUILDING OFFICIALS

## Building Code and Permitting Consistency Guideline for Jurisdictions in Seminole County

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a. Roof system is fully complete

The inspector may require an additional intermediate inspection between the in-progress and the final if sufficient work is not complete at the time of the In-Progress Dry-In Inspection.

**AFFIDAVIT**

The Building Department may require an affidavit to be completed by the license holder attesting to the code compliance of all or a specific portion of the work. The need for an affidavit will be communicated to the contract or job superintendent by the jurisdiction permitting office or field inspector prior to the final inspection.

**INSPECTIONS FOR OWNER-BUILDERS CONDUCTING RE-ROOF WORK**

The Building Department may require added inspection, beyond those minimum inspections required of a contractor. (E.g. Dedicated deck nailing inspection, 100% underlayment and flashing inspection, etc.) The need for additional inspections will be communicated to the owner-builder at the time of permit issuance at the Building Department.

**PERMIT EXEMPTION THRESHOLD FOR REROOF WORK**

Re-Roof work consisting of less than 100 square foot of work shall not require a permit. However, all work involving contracting between a homeowner and a third party shall be with a state licensed or registered contractor. This permitting threshold exemption does not and should not be construed authorize unlicensed contracting.

The following jurisdictions have agreed to abide by this guideline with initials indicated below:

Altamonte Springs	Casselberry	Lake Mary	Longwood	Oviedo	Sanford	Seminole County	Winter Springs
<i>AK</i>	<i>AK</i>		<i>RL</i>	<i>AK</i>	<i>DMF</i>	<i>OW</i>	<i>AK</i>

This Consistency Guideline is only a recommended practice. It does not restrict the power of the Building Official to vary from this guideline in order to ensure the spirit and intent of code is met.

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**GUIDELINE NUMBER:** SCCG #6 (Rev 8/07/13)  
**CODE:** Florida Building, Existing Building and Residential Code

**EDITION:** 2010

**ISSUE:**

To establish procedures for inspection of composite shingle re-roof work on One- and Two-Family Dwellings and Townhouses in Seminole County.

**GUIDELINE:**

**INSPECTIONS FOR LICENSED CONTRACTORS**

The following inspections will be required at a minimum for all Re-Roof work requiring a permit from jurisdictions in Seminole County:

1. **In-Progress Dry-In Inspection** consisting of:
  - a. Contractor on-site
    - i. To assist with questions regarding procedures and spot checking of exposed areas
  - b. Deck nailing
    - i. Deck nailing should be at least 75% complete
    - ii. The inspector may require the removal of some underlayment in order to confirm deck nailing
  - c. Underlayment placement
    - i. Underlayment placement is in-progress with at least 50% of the underlayment installed
    - ii. The inspector may require the removal of some underlayment in order to confirm deck nailing
  - d. Flashing placement
    - i. Flashing placement is in-progress with the flashing being complete in at least one valley
  - e. Shingling has not begun unless specifically pre-approved by the inspector
2. **Final Re-Roof Inspection**