

# Roofing Permit Application



*“Building A Stronger Community  
TOGETHER”*



## Community & Economic Development

Permit # \_\_\_\_\_



**CITY OF SHELTON**  
**ROOFING PERMIT APPLICATION**  
525 West Cota Street, Shelton, WA 98584  
(360) 426-9731 (360) 426-7746

Residential  Commercial

**SITE INFORMATION**

Site Address \_\_\_\_\_

Parcel No. \_\_\_\_\_ Legal Description \_\_\_\_\_

**OWNER INFORMATION**

Owner \_\_\_\_\_ Phone # \_\_\_\_\_

Owner Address \_\_\_\_\_ City \_\_\_\_\_ St. \_\_\_ Zip \_\_\_\_\_

**CONTRACTOR INFORMATION**

Contractor Name \_\_\_\_\_ Phone # \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ St. \_\_\_ Zip \_\_\_\_\_

Contractor Reg# \_\_\_\_\_ Exp. Date \_\_\_\_\_ City Business License \_\_\_\_\_

Engineer: \_\_\_\_\_ Phone # \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

License # \_\_\_\_\_ City Business License \_\_\_\_\_

**PROJECT INFORMATION**

Describe Project: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

This permit becomes null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

<u>Owner's Affidavit</u> I certify that I am exempt from the requirements of the contractor's registration law RCW 18.27, and I am aware of the City of Shelton's ordinance requirements for which this permit is issued and that all work done will be in conformance therewith. No changes shall be made without obtaining approval from the Building Department.		<u>Contractor's Affidavit</u> I certify that I am a currently registered contractor in the State of Washington and I am aware of the ordinance requirements regulating the work for which the permit is issued and all work done in conformance therewith. No changes may be made without first obtaining approval from the Building Department.	
Signature of Owner	Date	Signature of Contractor	Date

Sq. Ft.	X	Cost per Sq. Ft. =	Valuation
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Use of Building:	Number of Dwelling Units:
Change Use To:	Change of Use From:
Type of Construction:	Occupancy Group:
Division:	Size of Building (total sq. ft):
No. of Stories:	Maximum Occupancy Load:
Use Zone:	Fire Sprinklers Required: <input type="checkbox"/> Yes <input type="checkbox"/> No

State Surcharge Fee	\$	4.50
Building Permit Fee	\$	
Plan Review Fee	\$	
Violation Fee	\$	
Investigation Fee	\$	
Other	\$	
<b>TOTAL FEES</b>	<b>\$</b>	

Application Accepted By:	Plans Checked By:	Permit Issued By:
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# FACT SHEET

## VENTILATION

- Size of vent (length x width) equals gross square inches.
- Divide gross square inches by 144 to get gross square feet.
- This gross area does not take into consideration reductions in airflow.
- Due to restrictions (i.e. wire mesh screen or louvers).

### Computing Net Free Area

If ventilators do not have a "net free area" stamped on them, then divide the gross ventilation area of the ventilation by the area factor in the following table to obtain net free ventilation area.

Example: Gable vent 12x18=216 sq. in. divided by 144 = 1.5 sq. ft. divided by 2.25 (#8 with louvers) = .67 or .7 sq. ft. NFA.

COVERING	AREA FACTOR	
#4 Hardware Cloth (1/4")	1.0	100% NFA
#4 Hardware Cloth w/Rain Louvers (1/4")	2.0	
#8 Mesh Screen (1/8")	1.25	80% NFA
#8 Mesh Screen w/Rain Louvers (1/8")	2.25	
#16 Mesh Screen (1/16")	2.0	50% NFA
#16 Mesh Screen w/Rain Louvers (1/16")	3.0	
No Screen with Rain Louvers	2.0	50% NFA

### FOUNDATION VENTS - USING 1/4" HARDWARE CLOTH (MOST COMMON)

SIZE	NFA
4"x16"	.44 sq. ft.
6"x16"	.67 sq. ft.
8"x16"	.89 sq. ft.

### ROOF VENTS (JACKS/CANS)

MODEL #	NFA
RJ-39	.28 sq. ft.
RJ-41	.34 sq. ft. (metal)
RJ-50	.35 sq. ft.
RJ-61	.43 sq. ft. (plastic)
RJ-92	.64 sq. ft.
RJ-144	1.00 sq. ft.

## BIRD BLOCKS

1" holes in block requires 180 holes to equal 1 sq. ft. NFA.

2" holes in block requires 80 holes to equal 1 sq. ft. NFA.

## RIDGE VENT

8 lineal feet equals 1 sq. ft. NFA.

## GABLE VENT

SIZE	NFA
8"x12"	.3 sq. ft.
12"x12"	.4 sq. ft.
12"x18"	.7 sq. ft.
14"x24"	1.1 sq. ft.

## EAVE AND SOFFITT VENTS

SIZE	NFA
3"x23"	.3 sq. ft. eave
5"x 23"	.6 sq. ft. eave
6"x16"	.3 sq. ft. soffit
8"x16"	.4 sq. ft. soffit
3"x8"	.6 sq. ft. continious soffit

## SCREENED EAVE BLOCKS

SIZE	NFA
3.5"x22.5"	.34 sq. ft. (stamped 48 sq. in.)
5.5"x22.5"	.58 sq. ft. (stamped 83 sq. in.)

One screened eave block would provide equal ventilation to 9 standard 2" hole bird blocks.  
(.34x80 = 27.20 divided by 3 (2" holes in each block) = 9.07)

by either systems analysis or component performance calculations. The nonconforming addition and upgraded existing occupancy shall have an energy budget or Target UA which is less than or equal to the unimproved existing building (minus any elements which are no longer part of the building envelope once the addition is added), with the addition designed to comply with this Code.

**101.3.2.2 Historic Buildings:** The building official may modify the specific requirements of this Code for historic buildings and require in lieu thereof alternate requirements which will result in a reasonable degree of energy efficiency. This modification may be allowed for those buildings which have been specifically designated as historically significant by the state or local governing body, or listed in The National Register of Historic Places or which have been determined to be eligible for listing.

**101.3.2.3 Change of Occupancy or Use:** Any Other than Group R Occupancy which is converted to Group R Occupancy shall be brought into full compliance with this Code.

**101.3.2.4 Alterations and Repairs:** All alterations and repairs to buildings or portions thereof originally constructed subject to the requirements of this Code shall conform to the provisions of this Code without exception. For all other existing buildings, initial tenant alterations shall comply with the new construction requirements of this Code. Other alterations and repairs may be made to existing buildings and moved buildings without making the entire building comply with all of the requirements of this Code for new buildings, provided the following requirements are met:

**101.3.2.5 Building Envelope:** The result of the alterations or repairs both:

1. Improves the energy efficiency of the building, and
2. Complies with the overall average thermal transmittance values of the elements of the exterior building envelope in Table 5-1 of Chapter 5, or the nominal R-values and glazing requirements of the reference case in Tables 6-1 and 6-2 of Chapter 6.

**EXCEPTIONS:** 1. Untested storm windows may be installed over existing glazing for an assumed U-factor of 0.90, however, where glass and sash are being replaced in Group R Occupancy, glazing shall comply with the appropriate reference case in Tables 6-1 and 6-2.

2. Where the structural elements of the altered portions of roof/ceiling, wall or floor are not being replaced, these elements shall be deemed to comply with this Code if all existing framing cavities which are exposed during construction are filled to the full depth with batt insulation or insulation having an equivalent nominal R-value while, for roof/ceilings, maintaining the required space for ventilation. Existing walls and floors without framing cavities need not be insulated. Existing roofs shall be insulated to the requirements of this Code if:

- a. The roof is uninsulated or insulation is removed to the level of the sheathing, or
- b. All insulation in the roof/ceiling was previously installed exterior to the sheathing or nonexistent.

**101.3.2.6 Building Mechanical Systems:** Those parts of systems which are altered or replaced shall comply with Section 503 of this Code.

**101.3.2.7 Service Water Heating:** Those parts of systems which are altered or replaced shall comply with Section 504 of this Code.

**101.3.2.8: Lighting:** Alterations shall comply with Section 1132.3.

**EXCEPTION:** Group R-3 and R-4 Occupancy and the dwelling unit portions of Group R-1 and R-2 Occupancy.

**101.3.3 Mixed Occupancy:** When a building houses more than one occupancy, each portion of the building shall conform to the requirements for the occupancy housed therein. Where approved by the building official, where minor accessory uses do not occupy more than 10% of the area of any floor of a building, the major use may be considered the building occupancy.

**101.4 Amendments By Local Government:** Except as provided in RCW 19.27A.020(7), this Code shall be the maximum and minimum energy code for Group R Occupancies in each town, city and county, no later than July 1, 1991.

## SECTION 102 — MATERIALS AND EQUIPMENT

**102.1 Identification:** All materials and equipment shall be identified in order to show compliance with this Code.

**102.2 Maintenance Information:** Required regular maintenance actions shall be clearly stated and incorporated on a readily accessible label. Such label may be limited to identifying, by title or publication number, the operation and maintenance manual for that particular model and type of product. Maintenance instructions shall be furnished for any equipment which requires preventive maintenance for efficient operation.

## SECTION 103 — ALTERNATE MATERIALS--METHOD OF CONSTRUCTION, DESIGN OR INSULATING SYSTEMS

The provisions of this Code are not intended to prevent the use of any material, method of construction, design or insulating system not specifically prescribed herein, provided that such construction, design or insulating system has been approved by the building official as meeting the intent of this Code. The building official may approve any such alternate provided he finds the proposed alternate meets or exceeds the provisions of this Code and that the material, method, design or work offered is for