FLORIDA INTERNATIONAL UNIVERSITY

BUILDING CODE ADMINISTRATION

Florida International University / Facilities Management Department
11555 S.W. 17th Street; MMC, CSC 113
Miami, FL 33199
Tel: 305-348-4070-Fax: 305-348-4010
Building Code Administration Tel: 305-348-4666 Fax: 305-348-7199

ROOFING PERMIT APPLICATION PACKAGE

PAGE 1: GENERAL INFORMATION/INSTRUCTIONS.

PAGE 2: APPLICANT/GENERAL CONTRACTOR INFORMATION:

- Provide a copy of current license to perform the work (either State of Florida or Miami-Dade County); including license type, number and expiration date.
- Provide Qualifying Agent's Signature.
- Copy of required Insurance Certificates: *General Liability/ Liability, Workers' Compensation and Employer's Liability-indicating the policy carries an endorsement, which names the Florida International Board of Trustees, Florida International University, the State of Florida, the Florida Board of Governors, and their respective trustees, directors, officers, employees and agents listed as additional insured.*
- Project Name.
- Project FM Number (to be obtained from FIU Project Manager).
- Description of Work/Scope of Work.
- Any other pertinent information (if applicable).
- Architect/Engineer information; including license type, number and expiration date.
- ***Permits determined to be issued on the basis of an affidavit will require an executed affidavit letter by the Architect/Engineer of Record. A reference affidavit form letter may be made available upon request.***

PAGE 3: SUB-CONTRACTOR INFORMATION:

- Provide a copy of current license to perform the work (either State of Florida or Miami-Dade County); including license type, number and expiration date.
- Provide Qualifying Agent's Signature.
- Copy of required Insurance Certificates: *General Liability/ Liability, Workers' Compensation and Employer's Liability-indicating the policy carries an endorsement, which names the Florida International Board of Trustees, Florida International University, the State of Florida, the Florida Board of Governors, and their respective trustees, directors, officers, employees and agents listed as additional insured.*

SUPPLEMENTAL DOCUMENTATION:

- (2) Sets of Construction Documents (Signed and sealed when required).
- High-Velocity Hurricane Zones Uniform Permit Application (Application template and applicable supplemental documentation).

CONDITION: The required roofing permit may be applied for by either, the General Contractor or by Roofing Contractor (as subcontractor to the general contractor on major projects).

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ROOFING PERMIT APPLICATION PACKAGE

APPLICANT / GENERAL CONTRACTOR INFORMATION

APPLICATION DATE: _____

APPLICANT:

NAME: _____

ADDRESS: _____

_____

PHONE NO. _____ EMAIL: _____

LICENSE NO. _____ EXP. DATE: _____

QUALIFYING AGENT'S NAME: _____

QUALIFYING AGENT'S SIGNATURE (PERMIT HOLDER): _____

PROJECT INFORMATION:

PROJECT NAME: _____

FM NO. & PROJECT MANAGER _____

PROJECT ADDRESS: _____

_____

_____

DESCRIPTION OF WORK:

_____

_____

_____

_____

VALUATION OF WORK: $ _____

TYPE OF WORK (CIRCLE):

NEW ROOF RE-ROOFING ROOF RECOVER ROOF REPAIR ROOF REPLACEMENT

ARCHITECT/ENGINEER OF RECORD INFORMATION:

NAME/FIRM: _____

ADDRESS: _____

_____

PHONE NO. _____ EMAIL: _____

LICENSE NO. _____ EXP. DATE: _____

I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of law 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. I acknowledge to have read all pages of the Building Permit Application Package. Review and approval of construction documents by the Building Code Administrator does not relieve the contractor and/or his subcontractors from the responsibility of complying with all applicable codes and standards as adopted by the State and FIU/ Board of Trustees. In addition to the requirements of this permit, there may be additional restrictions applicable to this property, as such there may be additional permits required from federal or other state agencies.

The Florida Building Code, 7th Edition (2020), is in effect for this application.

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ROOFING PERMIT APPLICATION PACKAGE

SUBCONTRACTOR INFORMATION

(Make additional copies of this form as needed to list all subcontractors performing work on the project).

SUBCONTRACTOR:

INDICATE TRADE: ____

NAME: ____

ADDRESS: ____

____

PHONE NO. ______________________ EMAIL: ______________________

LICENSE NO. ______________________ EXP. DATE: ______________________

QUALIFYING AGENT'S NAME: ____

QUALIFYING AGENT'S SIGNATURE (PERMIT HOLDER): ______________________________

SUBCONTRACTOR:

INDICATE TRADE: ____

NAME: ____

ADDRESS: ____

____

PHONE NO. ______________________ EMAIL: ______________________

LICENSE NO. ______________________ EXP. DATE: ______________________

QUALIFYING AGENT'S NAME: ____

QUALIFYING AGENT'S SIGNATURE (PERMIT HOLDER): ______________________________

SUBCONTRACTOR:

INDICATE TRADE: ____

NAME: ____

ADDRESS: ____

____

PHONE NO. ______________________ EMAIL: ______________________

LICENSE NO. ______________________ EXP. DATE: ______________________

QUALIFYING AGENT'S NAME: ____

QUALIFYING AGENT'S SIGNATURE (PERMIT HOLDER): ______________________________

SUBCONTRACTOR:

INDICATE TRADE: ____

NAME: ____

ADDRESS: ____

____

PHONE NO. ______________________ EMAIL: ______________________

LICENSE NO. ______________________ EXP. DATE: ______________________

QUALIFYING AGENT'S NAME: ____

QUALIFYING AGENT'S SIGNATURE (PERMIT HOLDER): ______________________________

SECTION 1525

HIGH-VELOCITY HURRICANE ZONES—UNIFORM PERMIT APPLICATION

Florida Building Code 7th Edition (2020) High-Velocity Hurricane Zone Uniform Permit Application Form

INSTRUCTION PAGE

COMPLETE THE NECESSARY SECTIONS OF THE UNIFORM ROOFING PERMIT APPLICATION FORM AND ATTACH THE REQUIRED DOCUMENTS AS NOTED BELOW:

Roof System	Required Sections of the Permit Application Form	Attachments Required See List Below
Low Slope Application	A, B, C	1,2,3,4,5,6,7
Prescriptive BUR-RAS 150	A, B, C	4,5,6,7
Asphaltic Shingles	A, B, D	1,2,4,5,6,7
Concrete or Clay Tile	A, B, D, E	1,2,3,4,5,6,7
Metal Roofs	A, B, D	1,2,3,4,5,6,7
Wood Shingles and Shakes	A, B, D	1,2,4,5,6,7
Other	As Applicable	1,2,3,4,5,6,7

ATTACHMENTS REQUIRED:

1.	Fire Directory Listing Page
2.	From Product Approval: Front Page Specific System Description Specific System Limitations General Limitations Applicable Detail Drawings
3.	Design Calculations per Chapter 16, or if applicable, RAS 127 or RAS 128
4.	Other Component of Product Approval
5.	Municipal Permit Application
6.	Owners Notification for Roofing Considerations (Reroofing Only)
7.	Any Required Roof Testing/Calculation Documentation

Florida Building Code 7th Edition (2020)
High-Velocity Hurricane Zone Uniform Permit Application Form

Section A (General Information)

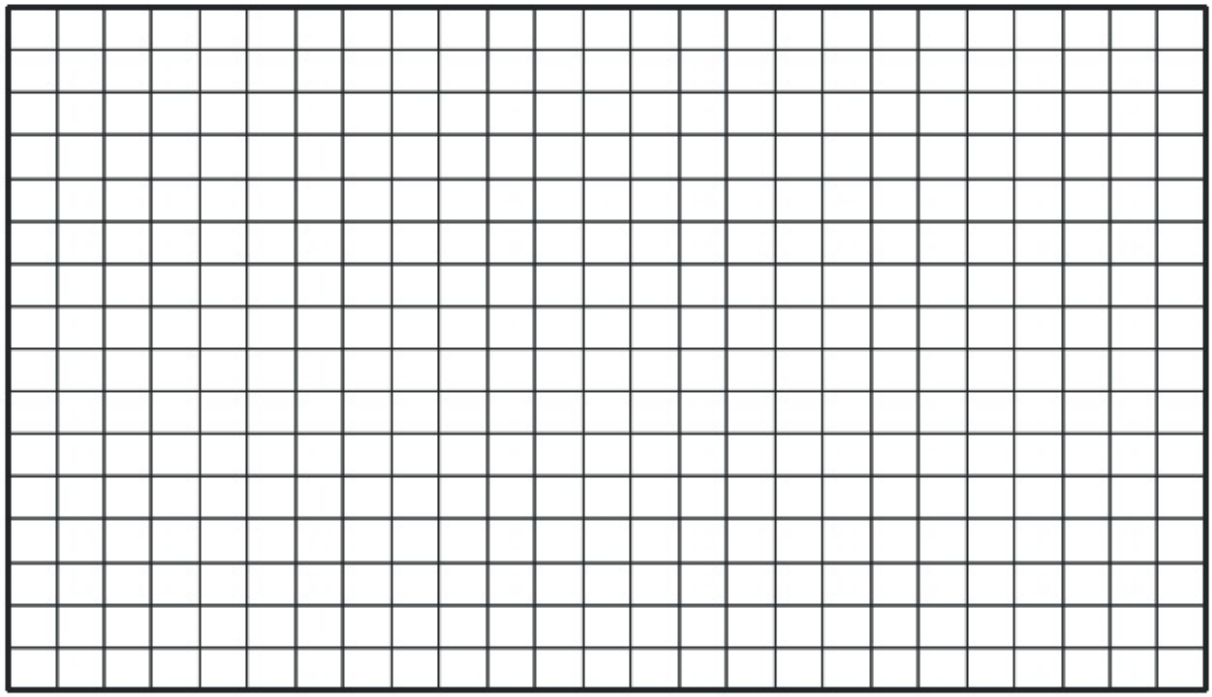
Master Permit No._____Process No. _____					
Contractor's Name_____					
Job Address_____					
ROOF CATEGORY					
☐	Low Slope	☐	Mechanically Fastened Tile	☐	Mortar/Adhesive Set Tiles
☐	Asphaltic Shingles	☐	Metal Panel/Shingles	☐	Wood Shingles/Shakes
		☐	Prescriptive BUR-RAS 150		

ROOF TYPE									
☐	New roof	☐	Repair	☐	Maintenance	☐	Reroofing	☐	Recovering

ROOF SYSTEM INFORMATION		
Low Slope Roof Area (SF)_____	Steep Sloped Roof Area (SF)_____	Total (SF)_____

Section B (Roof Plan)

Sketch Roof Plan: Illustrate all levels and sections, roof drains, scuppers, overflow scuppers and overflow drains. Include dimensions of sections and levels, clearly identify dimensions of elevated pressure zones and location of parapets.



Section C (Low Slope Application)

Fill in specific roof assembly components and identify manufacturer
(If a component is not used, identify as "NA")

System Manufacturer:_____

Product Approval No.:_____

Design Wind Pressures, From RAS 128 or Calculations:

Zone 1':_____ Zone 1:_____ Zone 2:_____ Zone 3:_____

Max. Design Pressure, from the specific product approval system:_____

Deck:

Type:_____

Gauge/Thickness:_____

Slope:_____

Anchor/Base Sheet & No. of Ply(s): _____

Anchor/Base Sheet Fastener/Bonding Material:_____

Insulation Base Layer: _____

Base Insulation Size and Thickness: _____

Base Insulation Fastener/Bonding Material:_____

Top Insulation Layer: _____

Top Insulation Size and Thickness: _____

Top Insulation Fastener/Bonding Material:_____

Base Sheet(s) & No. of Ply(s): _____

Base Sheet Fastener/Bonding Material:_____

Ply Sheet(s) & No. of Ply(s): _____

Ply Sheet Fastener/Bonding Material:_____

Top Ply: _____

Top Ply Fastener/Bonding Material:_____

Surfacing: _____

Fastener Spacing for Anchor/Base Sheet Attachment:

Zone 1': ____" oc @ Lap, # Rows ____ @ ____" oc

Zone 1: ____" oc @ Lap, # Rows ____ @ ____" oc

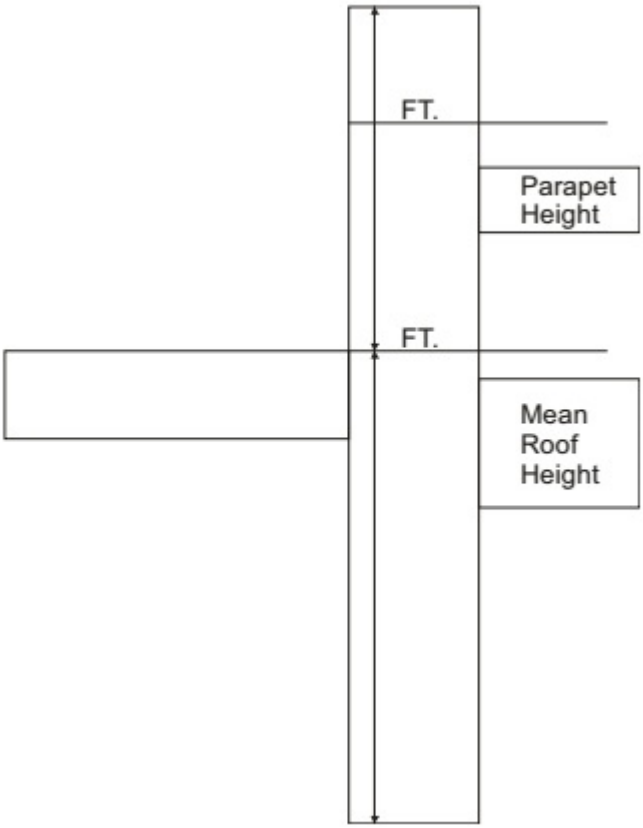
Zone 2: ____" oc @ Lap, # Rows ___ @ ____" oc'

Zone 3: ____" oc @ Lap, # Rows ____ @ ____" oc

Number of Fasteners Per Insulation Board:

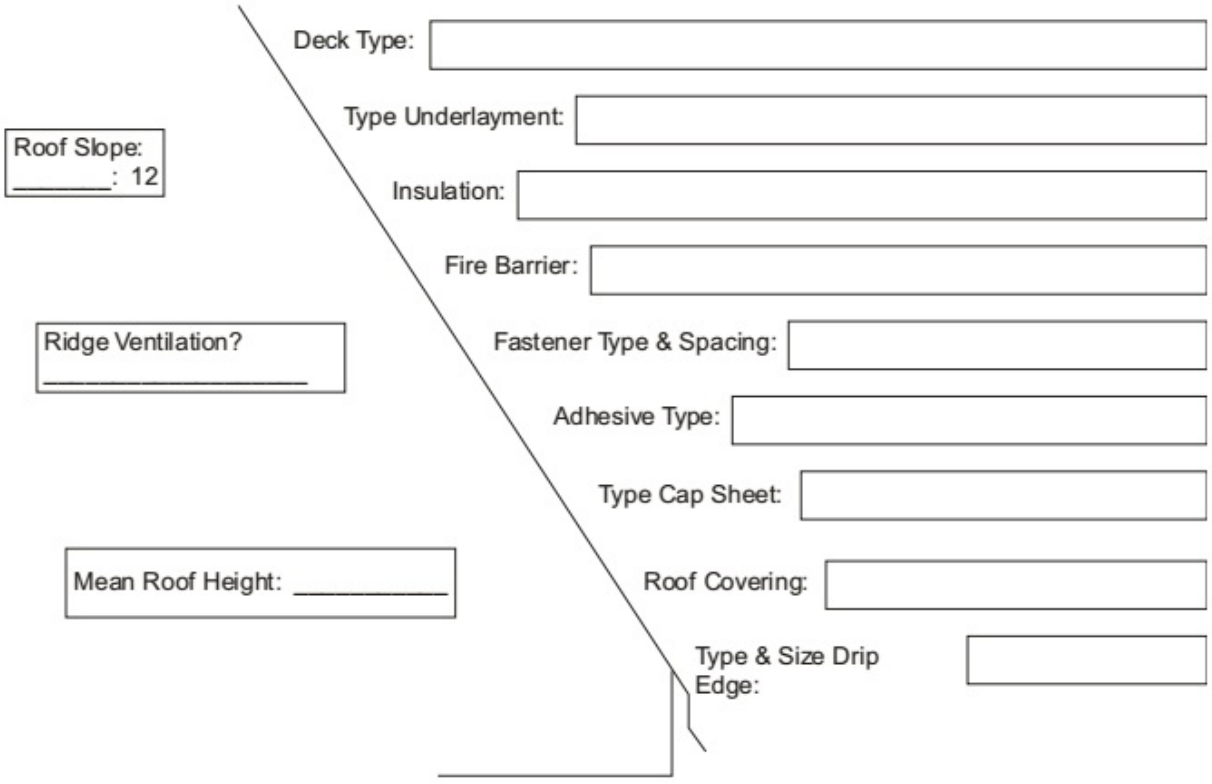
Zone 1':____ Zone 1:_____ Zone 2:_____ Zone 3:_____

Illustrate Components Noted and Details as Applicable: Wood blocking, Gutter, Edge Termination, Stripping, Flashing, Continuous Cleat, Cant Strip, Base Flashing, Counter flashing, Coping, Etc. Indicate: Mean Roof Height, Parapet Height, Height of Base Flashing, Component Material, Material Thickness, Fastener Type, Fastener Spacing or Submit Manufacturers Details that Comply with RAS 111 and Chapter 16.



Section D (Steep Sloped Roof System)

Roof System Manufacturer: _____
Notice of Acceptance Number: _____
Minimum Design Wind Pressures, If Applicable (From RAS 127 or Calculations): Zone 1:_____ Zone 2e:_____ Zone 2n:_____ Zone 2r:_____ Zone 3e:_____ Zone 3r:_____



Section E (Tile Calculations)

For Moment based tile systems, choose either Method 1 or 2. Compare the values for M_r with the values from M_f. If the M_f values are greater than or equal to the M_r values, for each area of the roof, then the tile attachment method is acceptable.

Method 1 "Moment Based Tile Calculations Per RAS 127"

(Zone 1: × λ =) – Mg: = M_{r1} Product Approval M_f

(Zone 2e: × λ =) – Mg: = M_{r2e} Product Approval M_f

(Zone 2n: × λ =) – Mg: = M_{r2n} Product Approval M_f

(Zone 2r: × λ =) – Mg: = M_{r2r} Product Approval M_f

(Zone 3e: × λ =) – Mg: = M_{r3e} Product Approval M_f

(Zone 3r: × λ =) – Mg: = M_{r3r} Product Approval M_f

Method 2 "Simplified Tile Calculations Per Table Below"

Required Moment of Resistance (M_r) From Table Below _____ Product Approval M_f _____

M_r required Moment Resistance*					
Mean Roof Height Roof Slope	15'	20'	25'	30'	40'
2:12	34.4	36.5	38.2	39.7	42.2
3:12	32.2	34.4	36.0	37.4	39.8
4:12	30.4	32.2	33.8	35.1	37.3
5:12	28.4	30.1	31.6	32.8	34.9
6:12	26.4	28.0	29.4	30.5	32.4
7:12	24.4	25.9	27.1	28.2	30.0

*Must be used in conjunction with a list of moment based tile systems endorsed by the Broward County Board of Rules and Appeals.

For Uplift based tile systems use Method 3. Compare the values for F' with the values for F_r. If the F' values are greater than or equal to the F_r values, for each area of the roof, then the tile attachment method is acceptable.

Method 3 “Uplift Based Tile Calculations Per RAS 127”

(Zone 1: × L = × w: =) – W: × cos r = F_{r1}	Product Approval F '
(Zone 2e: × L = × w: =) – W: × cos r = F_{r2e}	Product Approval F'
(Zone 2n: × L = × w: =) – W: × cos r = F_{r2n}	Product Approval F '
(Zone 2r: × L = × w: =) – W: × cos r = F_{r2r}	Product Approval F '
(Zone 3e: × L = × w: =) – W: × cos r = F_{r3e}	Product Approval F'
(Zone 3r: × L = × w: =) – W: × cos r = F_{r3r}	Product Approval F'

Where to Obtain Information		
Description	**Symbol**	**Where to find**
Design Pressure	Zones 1, 2e, 2n, 2r, 3e, 3r	From applicable table in RAS 127 or by an engineering analysis prepared by PE based on ASCE 7
Mean Roof Height	H	Job Site
Roof Slope	θ	Job Site
Aerodynamic Multiplier	λ	Product Approval
Restoring Moment due to Gravity	M_g	Product Approval
Attachment Resistance	M_f	Product Approval
Required Moment Resistance	M_g	Calculated
Minimum Attachment Resistance	F'	Product Approval
Required Uplift Resistance	F_r	Calculated
Average Tile Weight	W	Product Approval
Tile Dimensions	L = length W = width	Product Approval
All calculations must be submitted to the building official at the time of permit application.		