



January 16, 2016

MEMORANDUM

Bulletin R-01-15

TO: All Permit Applicants

FROM: Thomas H. Goldsbury, P.E., C.B.O.
Chief, Building Inspection Division

RE: Destructive Roofing-In-Progress Inspections

The Florida Building Code – Existing Building (FBC-EB) requires a Roofing-in-Progress inspection to confirm any required deck nailing has been completed and the proper installation of a secondary water barrier, per Rule 9B-0475.

Effective immediately, where the shingles (or other material) have been completed without obtaining a passed Roofing-in-Progress inspection, the attached application for a Destructive Roofing-In-Progress Inspection must be completed, approved by one of the Building Inspection Supervisors, and be on site for the scheduled inspection.

Procedures for obtaining destructive roofing-in-progress inspection:

1. Obtain an Application for Destructive Roofing-In-Progress (R-I-P) and complete it. The application does require a notarized signature from the homeowner.
2. Schedule Destructive R-I-P in same manner as other inspections. Please note the fact this inspection is a Destructive R-I-P in the scheduling comments.
3. At the time of the inspection, the roofing contractor must have onsite:
 - A. Installers able to perform all necessary work in a timely manner,
 - B. All permit documents. This includes a copy of the approved Application for Destructive Roofing-In-Progress, as well as installation instructions as published in the State of Florida Product Approval database for all products installed (shingles, underlayment, etc.), and
 - C. Enough new materials (shingles, underlayment, etc.) to replace the materials removed. These products are required to be installed per the published installation instructions.
4. As selected by the COJ Building Inspector, the roofing contractor will be required to remove multiple portions of the roofing materials so that compliance with all state and local requirements can be verified. This includes attachment of all new materials (shingles, underlayment, etc.) as well as prescribed roof deck nailing.

5. All materials must be removed to the extent to insure installation of all new materials comply with published installation instructions.
6. If the inspection passes, the roofer will be responsible to install all new materials as required by the Florida Building Code. The roofing contractor will be responsible to schedule the Final inspection after the installation of new materials is complete.
7. If the inspection does not pass, the roofing contractor may be required to remove all roofing materials from the roof to ensure the roofing replacement is in compliance with the Florida Building Code.



City of Jacksonville

Planning and Development

Building Inspection Division

PERMIT NO. _____

OFFICE USE ONLY

Approved by: _____

Date Approved: _____

Application for:

Destructive Roofing-In-Progress Inspection

ROOFING-IN-PROGRESS INSPECTIONS

A Roofing-In-Progress Inspection is a required inspection per the Florida Building Code–Existing Building (FBC-EB). The purpose of the inspection is to confirm any required deck nailing has been completed and proper installation of a secondary water barrier as required by Rule 9B-0475. This required inspection was not requested by the contractor prior to completing the shingle installation for the above referenced permit, and now a Destructive Roofing-In-Progress inspection must be performed by removing certain portions of shingles and/or underlayment to insure compliance with state law. Not complying with this requirement could affect your insurance coverage for storm damage.

Owner Affirmation

I understand that the contractor, for the reason listed below, was unable to acquire a **Passed** Roofing-in-Progress Inspection. I also understand the Destructive Roof in Progress Inspection will require the Contractor to remove and replace shingles and/or underlayment as required by the City of Jacksonville Building Inspection Division to verify work is in compliance with all state and local codes.

Signed: _____
Property Owner

Before me this ____ day of _____ in the County of Duval, State of Florida, has personally appeared _____ herein by himself/herself and affirms all statements and declarations herein are true and accurate.

Notary Public at Large, State of _____, County of _____
Personally known _____, or Produced Identification _____
ID Type: _____

Contractor Affirmation

Company: _____

Address of Project: _____

Requested By: _____

Reason for Request: _____

I, _____, understand City of Jacksonville Building Inspection Division procedures as outlined in Bulletin G-04-08. I also understand the Destructive Roofing-in-Progress inspection is not part of those procedures and is an exception to the procedure. In addition, I understand that any non-code compliant work identified during this inspection may result in the assessment of additional re-inspection fees.

Signed: _____ Date: _____