

Re-Roofing (asphalt shingles)



The scope of this handout is limited to asphalt shingle installations. See the “Cold Roof” handout for ventilation requirements & ice dam prevention, or “Alternative Roofing” handout for details on other types of roof coverings.

Required Submissions. Mounds View has converted to an online permitting system called BS&A Online. From the City of Mounds View website, click on the link *ALL PERMITS*. Please email Permits@MoundsViewMN.org or call 763-717-4020 if you have any questions.

- **Building Permit application.** After selecting address, choose either Commercial or Residential. Then select *Res Reroof* (or *Com Reroof*) as the permit type.

Pay Permit Fee. Once the application has been reviewed and approved, you will be emailed or contacted for payment. Residential single family roofs are typically flat fees ranging from \$65 to \$100. Commercial fees are calculated based on the overall project *valuation* (labor + material costs). Fees are stated on the City’s fee schedule.

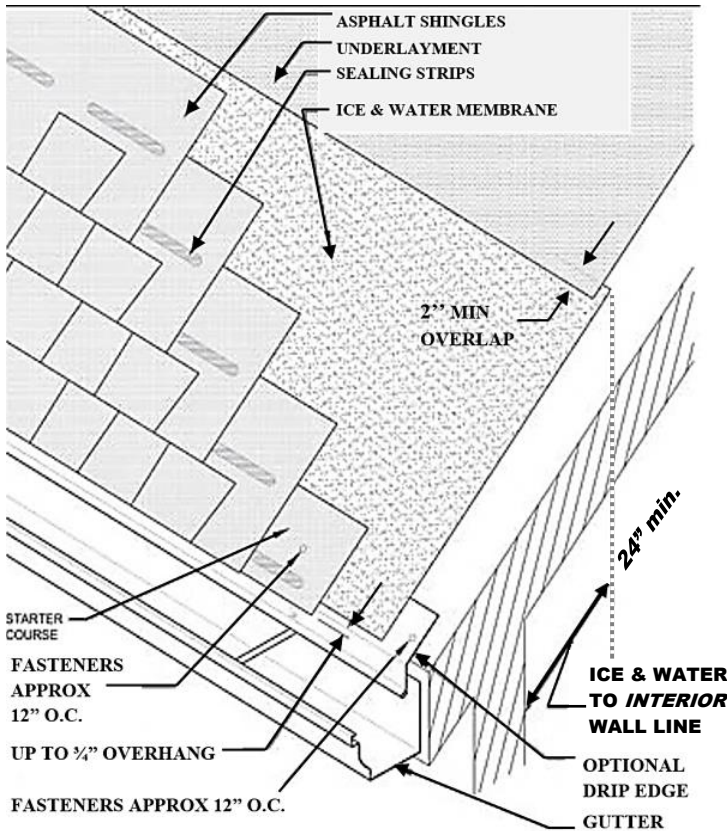
Required Inspections. An inspections list will come with the permit. Call 24+ hours in advance to schedule inspections.

- 1.) Rough-in. Pictures are required in lieu of an on-site inspection for residential. Pictures *must be adequate* to verify sheathing condition & spacing, flashing & ventilation, crickets, and the Ice & Water and underlayment barriers are properly installed. Pictures may be emailed (preferable), or left for the inspector at Final inspection.
- 2.) Final. An on-site Final inspection is required. Inspections cannot be performed when covered with snow.

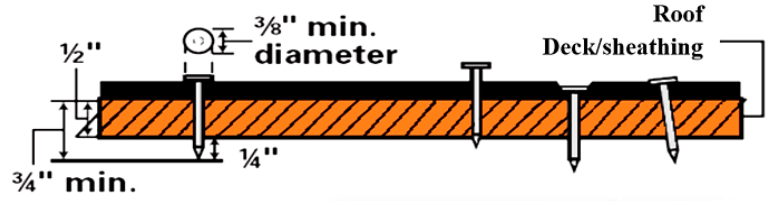
General Requirements. NOTE: Roofing contractors are *legally required* to be licensed by the State of MN. For more roofing requirements/information or questions regarding specific contractors, contact the Minnesota Department of Labor and Industry at www.DLI.MN.Gov

- **Debris.** Dumpsters may not be parked on or within 15’ of public roadways. All debris must be contained, removed in a timely manner, and prevented from blowing around onto adjacent properties.
- **Re-Roofing Code Requirements.** Always follow shingle manufacturer’s installation instructions.
 - Building code allows new asphalt shingles to be installed over existing shingles *only* if no evidence of water damage or deterioration has occurred, limited to a maximum two layers. *However*, the shingle manufacturer’s installation instructions and warranty coverage may (typically) prohibit it.
 - Existing flashing, roof vents, etc. may *not* be reused.
 - Roof decks/sheathing that are rotted or unsound *must* be repaired prior to reroofing, and installed and fastened according to the shingle manufacturer’s installation instructions and building codes.
 - Ice & Water Barriers are required for any roof edge over conditioned space.
 - Valleys must be lined in accordance with the shingle manufacturer’s instructions; may be of any of the following:
 - For open valleys lined with metal, the lining must be at least 24 inch wide approved corrosion-resistant metals.
 - For open valleys, two plies of approved mineral surfaced-roll roofing may be permitted. The bottom layer must be at least 18 inches wide and the top layer at least 36 inches wide.
 - For closed valleys (valleys covered with shingles), one of the two methods previously listed may be used; or an Ice & Water Barrier or approved one ply smooth roll roofing at a min. 36 inches wide.
 - Asphalt shingles may only be used on roof slopes of 2:12 or greater. Less than 2:12 is a flat roof.
 - Underlayment end laps must be a minimum of 4 inches and offset at least 6 feet.
 - For 2:12 and 3:12 roof slopes: double underlayment is required, overlapped 19 inches.
 - For slopes of 4:12 and greater: 1 layer of underlayment applied shingle fashion, overlapped 2 inches.
 - Fasteners: Must be galvanized steel, stainless steel, aluminum, or copper roofing nails. Minimum 12 gauge shank, min. 3/8 diameter head, and of a length to penetrate through decking, or a min. ¾ of the way into ¾” decking.

(See reverse side for illustrated requirements)



Fasteners (Roofing Nails)



Kick-out Flashing. Required at roof/wall intersections for new installations and when re-roofing and re-siding



Shingles should overhang all edges
1/2 - 3/4 inches

Dormer flashing at roof/wall joint

1. Cover roof/wall gap w/ peel & stick membrane and fold underlayment up wall. Fold higher than step flashing for easy verification
2. Base flashing in roofing cement.
3. First step flashing should turn corner and extend over base flashing.
4. Nail through shingle into roof to avoid movement problems between roof and wall.
5. Shingle extends below step flashing. Next step flashing aligns above w/ next shingle bottom.
6. At the top, fold a closure flashing with a piece of sheet metal that can tuck into the crotch where roof meets soffit.
7. Install the house wrap over the top of the step flashing and base flashing.

Roofing underlayment

Peel and stick membrane

Roofing cement

HOUSE

HO

HOUSE WRAP

TOP DETAIL