



TOWN OF PALM BEACH

Planning, Zoning & Building Department

ROOF UNDERLAYMENT, ROOF METAL & ROOF SHEATHING INSTALLATION CERTIFICATION FOR LICENSED ROOFING CONTRACTORS ONLY

I. PURPOSE. The purpose of this Policy is to provide a method for certifying installation of roof metal, roof underlayment and re-nailing or replacement of roof sheathing on residential dwellings. **This policy applies only to licensed roofing contractors.**

II. AUTHORIZATION. Chapter 1, Section 101 of the Florida Building Code, Building, provides that the purpose and intent of the construction codes is to establish the minimum requirements necessary to safeguard the public health, safety and general welfare through adequately designed and properly constructed buildings.

III. APPLICATION. Qualified applicants may certify the roof underlayment installation, roof metal installation and re-nailing or replacement of roof sheathing by preparing an affidavit certifying that the installation of the underlayment, roof metal and re-nailing or replacement of roof sheathing complies with all codes, ordinances, rules and regulations; **that the qualifier or designee personally inspected the specific job**; and that the roof was installed according to the Florida Building Code, and Existing Building Code, as amended, and the manufacturer's installation instructions. This affidavit must be presented to the inspector at the next scheduled inspection on-site. When the roof underlayment, roof metal and roof sheathing are not inspected at a Sheathing, Tin Tag/Roof Metal, Dry-In or Final Inspection, the Inspector will either fail the inspection until certified by the applicant or pass the inspection if the signed affidavit is present at the job site. **Pictures of the installed underlayment, re-nailed or replaced roof sheathing and roof metal are optional.** When a Final is the only scheduled inspection and an affidavit is supplied, the Inspector shall add the comment, "CERTIFIED," and pass the inspection. **Progressive re-roof inspections may still be requested.**