



COMMERCIAL ROOFING GUIDE

Roof Covering Material	Pitch Requirements	Notes
Asphalt Shingles	2" rise per 12" run or greater	2-10,12-14
Clay & Concrete Tile	2 1/2" rise per 12" run or greater	2-4, 7, 9-12
Wood Shingles & Shakes	2 1/2" rise per 12" run or greater	2-10, 12-13
Metal Shingles	3" rise per 12" run or greater	1,3,5,8,10,12
Metal Roof Panels (lapped-no seal)	3" rise per 12" run or greater	1,10,12
Slate Shingles	4" rise per 12" run or greater	1,3,5,8,10,12
Mineral-Surfaced Roll	1" rise per 12" run or greater	1,3,8,10,12
Metal Roof Panels (lapped & seal)	1/2" rise per 12" run or greater	1,10,12
Metal Roof Panels (standing seam)	1/4" rise per 12" run or greater	1,10,12
Modified Bitumen (Mop)	↓	1,12
Thermoset Single-Ply (EPDM)		1,12
Thermoplastic Single-Ply (TPO)		1,12

The following is a guideline in compliance with the requirements of the MN State Building Code.

1. Provide all materials installation manuals including attachment and insulation specifications at time of permit application submittal.
2. Remove all prior-existing roof covering materials. You may overlay 1 layer of roof covering materials.
3. Make sure the roof decking is in good condition and there are no gaps greater than ¼ inch wide.
4. Obtain a separate building permit if any structural members need to be repaired, replaced, and/or added.
5. Install the required ice barrier starting at the eaves to a point **no less than 24" beyond the exterior wall** (measured horizontal). Not required for detached structures that are not heated.
6. Make sure all flashing is constructed of a minimum 26-gauge galvanized metal.
7. Install the front wall, vertical sidewall, soil stack, vent pipe, and/or chimney flashing in accordance with the manufacturer's printed instructions.
8. Install valley linings and flashing.
9. A cricket or saddle is required on all chimneys or penetrations that are more than 30 inches wide (measured perpendicular to the slope).
10. Install the required underlayment materials, ensuring the underlayment materials extend to the edges of the roof deck.
11. **NOTE:** Roofs with pitches of less than 4:12 require underlayment to be applied with a 19" strip along the eave and then 36" strips lapped a minimum of 19".
12. Ensure all roof covering materials are installed in accordance with the manufacturers' installation instructions.
13. Ensure all venting terminations extend through the roof deck and are properly flashed.
14. Ensure the minimum attic ventilation is provided.

How to calculate the minimum required attic ventilation:

1. When soffit venting is provided, 1sq. ft. of ventilation opening for every 300 sq. ft. of attic space is required (20%-50% of the net required ventilation opening must be located in the soffit).
2. When no soffit venting is provided, 1 sq. ft. of ventilation opening for every 150 sq. ft. of attic space is required.

All removed and excess roofing materials must be disposed of at an MPCA approved landfill.



Commercial Roofing Replacement - General Scope of Work

Answer all questions and submit with your permit application.

ADDRESS: _____

1. What is the total area of the roof in square feet? _____ sq. ft.
2. What is/are the roof pitch(es)? _____:12 _____:12 _____:12
3. Is there an attic or unconditioned space between the interior ceiling and the roof deck?
(circle one) Yes No
4. Will you be replacing or repairing anything other than the roof covering?
(circle one) Yes No
5. If you answered "yes" to question 4, identify what will be replaced or repaired.
6. What is/are the existing roof covering(s)?
7. What is the new roof covering to be installed? Classification and wind resistance?
8. Will you be removing the existing roof covering?
(circle one) Yes No
9. Will you be reusing any of the existing materials?
(circle one) Yes No
10. If you answered "yes" to question 9, identify all of the materials that will be reused (i.e. flashing, insulation, etc.)
11. Is there soffit venting?
(circle one) Yes No
12. Identify venting type, number of vents to be installed, and the vent opening size?

Ridge Venting: _____ wide x _____ long

Roof Vents: 8" x 8" 10" x 10" Other _____ x _____

Mechanical:

Other: