



Reroofing Inspection Checklist

City of Rancho Palos Verdes Community Development Department

**This list comprises some of the common code violations when installing an AC unit.
It does not address every possible violation, nor is it intended as an instruction manual.**

The first inspection is required to verify the existing or new solid sheathing and any needed repairs are completed and to verify the nailing of the new solid sheathing prior to the placement of any roofing material or underlayment.

The second inspection is required to verify the re-roof installation is complete. (It is the responsibility of the installer to provide a Heavy Duty Extension Ladder for all inspections).

- ✓ Verify each package of roofing material bears the label of an approved testing & standards agency providing for the inspection of material and finished products of the manufacture.
- ✓ Verify material is installed per the manufacturer's instructions to achieve a fire retardant rating of Class A.
- ✓ Verify Re-roofing with the materials permitted by the code shall be done over solid sheathing.
- ✓ If the roof consists of spaced sheathing, Verify the existing roof covering was removed and ½" minimum CDX or OSB sheathing is installed using 8d common nails at 6"-6"-12 o.c. or equivalent.
- ✓ Existing layers of roof covering may remain when inspection or other evidence reveals all of the following:
 - The roof structure is sufficient to sustain the weight of the additional dead load of the new roofing (see each roofing material below for the maximum number of layers).
 - The roof sheathing is solid and structurally sound.
 - Roof drains and drainage are sufficient to prevent the accumulation of water.
 - The existing roofing is securely attached to the sheathing.
 - Existing insulation is not water soaked.
 - Fire-retardant requirements are maintained.
- ✓ Verify missing, rusted or damaged flashing and counter flashing, vent, caps and metal edging is installed or replaced with new materials.

Asphalt/Fiberglass Composition Shingles

- ✓ Verify Composition shingles are installed and fastened according to the manufacturer's instructions.
- ✓ Composition shingles shall be installed over solid sheathing.
- ✓ Composition shingles may be installed over other types of existing roofing materials, when allowed by manufacturer's specifications.

Built-up Roofing

- ✓ Verify built-up roofing is applied in accordance with the manufacturer's instructions.
- ✓ Verify built-up roofing is installed over solid sheathing or over a maximum of 1 existing layer of built-up roofing that was installed over a solid sheathing. Built-up roofing may be installed over other types of existing roofing materials, when allowed by manufacturer's specifications.
- ✓ When 1 layer of existing built-up roofs remains, verify that the vent flashing, metal edging drain outlets, metal counter flashing and collars have been removed and cleaned.
- ✓ Verify all metal allowed to be reinstalled is primed prior to re-roofing installation.
- ✓ Roofs that are equipped with roof drains that are not of sufficient size or do not have overflow, drains are to be upgraded to current standards, with addition roof drains and /or the addition of overflow scuppers.
- ✓ Structural sheathing with strength axis (which is the long direction of the panel unless otherwise marked) of the sheathing to be perpendicular to rafters.
- ✓ Head of nail to be flush with face of sheathing. Shiners are to be push back and re-nailed.
- ✓ Attic ventilation in place with 1/4" mesh over opening, not less than 1 Sq. foot of vent for every 150 square foot of attic.
- ✓ Access to mechanical equipment located on the roof shall be maintained or install as required by the Mechanical code.
- ✓ Roofing tiles to be installed as per Table 15-d-1 as per manufactures installation instructions. One fastener per tile. All rake tiles to have two fasteners per tile.

- ✓ Corrosion resistant nails are to penetrate sheathing or be long enough to penetrate $\frac{3}{4}$ " of an inch into sheathing which ever is less.
- ✓ All penetrations including vents, flues, solar and exhaust to be installed through sheathing before inspection.
- ✓ Plywood or OSB grade stamp must be visible.
- ✓ Roofing supplies to be on job site with manufactures specifications.
- ✓ Electrical service conductors over roofs: Flat roofs to 4 and 12 pitch require 8' clearance. Roofs with a slope greater than 4 and 12 pitch or requires 3' clear.
- ✓ Zero lot line parapets require non-combustible faces for at least 18" measured from the top down.
- ✓ Plywood panels with a dimension less than 24" require blocking at edges of the undersize sheet.