



**PLANNING and BUILDING DEPARTMENT**

416 Howard St. E  
Live Oak, FL 32064

E-Mail:  
[loannex@cityofliveoak.org](mailto:loannex@cityofliveoak.org)  
Office (386) 362-2276  
Fax: (386) 330-6507

**New Roof, Re-Roof, and Roof-Over Inspection Affidavit**

**This affidavit must be signed and the inspection done by the licensed individual as stated below. IN-PROGRESS INSPECTIONS ARE REQUIRED TO BE SCHEDULED AND THIS COMPLETE FORM (all 3 pages completed) SHALL BE PLACED WITH THE PERMIT ON THE PROJECT SITE FOR THE INSPECTOR OR E-MAILED TO [loannex@cityofliveoak.org](mailto:loannex@cityofliveoak.org)**

Site workers, salespersons and/or superintendents are not authorized to do the inspection and/or fill in the time and date. **No power of attorney shall be allowed.** Incomplete and/or incorrect Affidavits will fail the inspection(s). Affidavit must be provided at the jobsite prior to final inspection.

Permit # \_\_\_\_\_ DATE: On \_\_\_\_\_, I \_\_\_\_\_,  
(Date) (please print name clearly)

licensed as a(n) Roofing Contractor/Engineer/Architect, FS 468 Building Inspector  
(Shall circle license type)

License #; \_\_\_\_\_

I did personally inspect the Roof deck nailing: \_\_\_\_\_  
(Contractor's Signature)

I did personally inspect the Flashing/Dry-in: \_\_\_\_\_  
(Contractor's Signature)

on work located at: \_\_\_\_\_  
(Job Site Address)

Based upon that examination I have determined the installation was done according to the Hurricane Mitigation Retrofit Manual (Based on 553.844 F.S.)

Roof Deck nailing SHALL be installed per FBCEC and FBCRC (complete pages 2 & 3)

Underlayment SHALL be installed per R905.2.7 (complete pages 2 & 3)

All materials SHALL be installed per the Florida Product Approvals

**CONTRACTOR'S STATEMENT:** Under penalty of perjury, I declare that the foregoing information and facts contained in this document are true and correct. (Florida Statute 92.525)

\_\_\_\_\_  
Signature  
STATE OF FLORIDA, COUNTY OF \_\_\_\_\_

Affirmed and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_ by \_\_\_\_\_ who is personally known to me or who has produced Identification OR by online.

\_\_\_\_\_ (type of ID) identification.

\_\_\_\_\_  
Signature of Notary Public State of Florida  
Expiration Date: \_\_\_\_\_



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Print, Type or Stamp Name of Notary

(SEAL)

### Check the items listed below that pertain to your roof.

#### NEW ROOF AND/OR RE-ROOF

##### Deck nailing or re-nailing

- NEW Decking: Sheathing fastenings shall comply with FBCRC
- EXISTING Decking: Re-nailing of the roof deck in accordance with the FBCEB and the FBCR.

#### UNDERLAYMENT (WATER BARRIER)

A primary and secondary water barrier is now required on all new roofs and for all re-roofs and can be achieved by one of three methods.

- Method #1 – a self-adhering polymer-modified bitumen underlayment complying with ASTM D1970 applied over the entire roof.
- Method #2 – a minimum 4-inch-wide strip of self-adhering polymer-modified bitumen complying with ASTM D1970 or a minimum 3 ¼ - inch wide strip of self-adhering flexible flashing tape complying with AAMA 711, applied over all joints in the roof decking. A felt underlayment complying with ASTM D226 Type II, ASTM D4869 Type III or IV, or ASTM D6757, or a synthetic underlayment meeting the performance requirements specified, is required to be applied over the strips/tape over the entire roof. (See Table 1507.1.1.1 of the FBCB or Table R905.1.1.1 of the FBCR for fastener type and spacing).
- Method #3 – two layers of felt underlayment comply ASTM D226 Type II or ASTM D4869 Type III or IV, or two layers of a synthetic underlayment meeting the performance requirements specified, lapped, and fastened as specified. One half width of sheet along with a full sheet starting at the roof edge or two full sheets starting at roof edge and continuing up the pitch of the roof with one half overlap of each sheet.

Methods #2 and #3 shall have all seams perpendicular the overlap seams taped with manufacturer approved tape.



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### ○ SHINGLES

Shingles shall be installed per the manufacturer's Florida Product Approval for new roofing and for re-roofing.

#### ○ Metal

New Roof: Metal to be installed per the manufacturer's Florida Product Approval

Re-Roof: Metal to be installed per the manufacturer's Florida Product Approval

### ○ ROOF-OVER

A structure with one layer of existing roofing is allowed for re-roof. The existing roof covering, and water barrier shall be in good shape and the existing decking shall be structurally sound.

- **Shingle over shingle:** New shingle roof covering to be installed per the manufacturer's Florida Product Approval.
- **Metal over shingle:** There are two methods of installing metal roofing over existing shingle roof.
- **Method #1:** A barrier is installed between the existing roof material and the new metal roofing. The metal roofing system is installed per the manufacturer's Florida Product Approval.
- **Method #2:** Purlins are installed between the existing roofing material and the new metal roofing system. The purlins are fastened to the existing rafters/trusses and/or decking by one of two options.
- **Option #1:** The purlins are attached through the existing roof materials and decking to each of the rafters/trusses with two 3" screws per rafter. The purlin ends shall be butted together, centered on a rafter and two 3" screws per butt end into the rafter/truss.
- **Option #2:** The purlins are attached through the existing deck and rafter/trusses with proper length ring shank nails spaced every 6" and staggered but a minimum of one nail shall be installed into every rafter/truss.