



Re-Roofing Permits Inspection Requirements

The Baldwin County Building Department requires a final inspection for all Re-Roofing Permits.

Photos Required for an Inspection:

You must take photos during the process of repairing and/or replacing the roof. Each of the photos should include the permit number and the project address. You may hold the yellow permit card in the photos or a copy of the printed permit document in the photos. You could even write the permit number and the project address on a piece of paper or cardboard and hold it in the photos.

The photos must include the following:

- Deck nailing with tape measure showing nail spacing
- Deck seam tape
- Synthetic underlayment OR ice and water / Peel and stick underlayment (no seam tape required)
- Drip edge
- Shingles - nailing pattern showing 6 nails per shingle
- Any flashing used
- Finished roof photos

Instructions to schedule a virtual inspection:

- Log into the Citizenserve Portal at www.Citizenserve.com/BaldwinCountyAL.
- Click on "My Account".
- Click on "View My Requests".
- Choose "View My Building Department" from the drop-down list.
- Click on the permit # for the correct project address.
- Click on "Request an Inspection".
- Choose "Re-Roof Inspection" as the inspection type.
- Select the desired date and click "Submit".

Instructions to submit photos required for the virtual inspection:

- In the "My Account" menu, click on "Upload Documents".
- Click on "Select Files".
- Choose the photo files to upload. You may upload multiple files all at once or click "Select Files" again to add more. Then, click "Submit".

Baldwin County Building Department

201 E. Section Ave.
Foley, AL 36535
251.972.6837

www.BaldwinCountyAL.gov
1100 Fairhope Ave.
Fairhope, AL 36532
251.990.4641

312 Courthouse Sq., Ste. 12
Bay Minette, AL 36507
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**INFORMATION FROM THE BALDWIN COUNTY SUPPLEMENTAL CODE
 REGARDING ROOFING REQUIREMENTS**

(This is in addition to the applicable 2018 International Residential Code Requirements.)

For existing structures, the repair or replacement of roof covering and underlayment shall require a Re-Roofing Permit from the Baldwin County Building Department.

ASPHALT SHINGLES – REQUIREMENTS

Wind Speed	Shingle Testing Standard/Classification
130 mph or greater	ASTM D7158 Class H <u>or</u> ASTM D3161 Class F

1. *All roof coverings and underlayment shall be removed (exception #10 and #11 below) and any roof decking attached with staples or nailing pattern less than 6 inches O.C. edge and 6 inches O.C. intermediate shall be re-nailed with #8 ring shank nails to meet 6 inches O.C. edge and intermediate.*
2. Asphalt shingles shall be installed according to the manufacturer’s installation instructions for High Wind Areas with minimum 6 nails.
3. All asphalt shingle roof covering underlayment shall be of a synthetic tear resistant polypropylene, polyester or fiberglass fabric certified by an approved testing agency or ICC-ES report. The Building Official may approve an equal or higher performing product. Asphalt felt roofing underlayment shall not be installed as a roof covering underlayment.
 - a. Roof underlayment shall be installed and fastened in accordance with the manufacturer’s installation instructions. NOTE – Most manufacturers do not allow staples as an approved fastener or staple button caps
4. **All Aluminum/Vinyl Soffit covering shall be attached to minimum 7/16 OSB or plywood or minimum 2 x 2 wood supports 8 inches O.C. maximum.**
5. **Roof deck sheathing seams shall be taped with minimum 4 inch Peel and Stick tape meeting ASTM D-1970, or sheathing seams and each side of roof support shall be sealed with closed cell foam meeting ASTM D-1622, other equal or greater methods may be approved by the Building Official.**
6. Metal roof covering shall be installed per manufacturer’s installation instructions for High Wind Zone minimum fastening requirements: Metal roof covering shall be fastened to roof assembly with a maximum 2 foot O.C. spacing of fasteners in the length dimensions of the panels. Minimum number of fasteners in width dimension of the panel shall be no less than 4.
7. 1 x 4 or 2 x 4 wood purlins for attachment of metal roof coverings shall be a maximum 2 feet O.C.. Wood purlins shall be nailed with a minimum two deformed (spiral, ring shank) #16D nails at maximum of 24 inches O.C..
8. Roof decks shall be nailed in accordance with the engineered drawings but no less than 6 inches O.C. maximum intermediate and edge, with minimum 8d irregular shank (i.e., ring shank or spiral) nails with full round heads. Staples are not permitted for fastening of the roof decking.
9. Roof deck seams shall be taped with a minimum 4 inch Peel and Stick tape meeting ASTM D-1970 or entire roof deck covered and sealed with peel and stick underlayment meeting ASTM D-1970 or closed cell foam meeting ASTM D-1622 may be applied underneath to each side of framing member and sheathing seams to achieve a sealed roof deck.
10. Metal Galvalume Roof Cover will be allowed over one layer of shingles.
11. One layer of additional shingles will be allowed over one layer of existing 3-tab shingles.

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