

TOWN OF WAYLAND  
110 N. Main Street  
Wayland, NY 14572  
Phone: 585-728-2467 Fax: 585-728-9161

# APPLICATION FOR RESIDENTIAL BUILDING PERMIT

## ROOF/New/Repair

### ONE-TWO FAMILY

## INSTRUCTIONS:

APPLICATION DATE: \_\_\_\_\_

- A. **One (1) COMPLETED** copy of this application to be filled in by typewriter or in ink and submitted to the Code Enforcement Office. Any application which is missing information will be denied.
- B. **A Plot Plan** showing a **DETAILED** description of the location and position of any existing buildings, and their position in relation to nearby buildings, structures, and to any private or public streets or highways.
- C. **Two (2) COMPLETE** sets of **STAMPED Architectural Drawings**, detailed drawings or blueprints for any new construction.
- D. The work covered by this application shall not be commenced **BEFORE** the issuance of a Building Permit.
- E. Upon approval of this application, the Code Enforcement Officer will issue a Building Permit to the applicant and return one (1) set of the plans and application. The permit shall be kept on the premises during the progress of the work. Building Permits are good for a period of **ONE (1) YEAR** from Issue.
- F. The Building Inspector shall have the right to enter upon the premises for the purpose of inspection of the construction covered by this application at any time during the construction period without notice.
- G. NO Building shall be occupied or used in whole or in part for any purpose until a **CERTIFICATE OF OCCUPANCY** shall have been granted by the Code Enforcement Office, except that for certain uses as provided in the local Zoning Ordinances.

APPLICATION IS HEREBY MADE to the Code Enforcement Office for the issuance of a Building Permit, pursuant to the Zoning Ordinance of the Town/Village of Wayland for the construction as herein described. The applicant agrees to comply with all applicable laws, ordinances and regulations.

**PLEASE PRINT:**

1. Owner Name: \_\_\_\_\_ Company Name: \_\_\_\_\_  
 Owner Address: \_\_\_\_\_ Owner Phone#: \_\_\_\_\_  
 Home Owners Ins. Agent \_\_\_\_\_ Agent's Phone# \_\_\_\_\_
2. Contractor: \_\_\_\_\_ Contractor Phone#: \_\_\_\_\_  
 Workmans' Compensation & Disability Carrier & Policy #: \_\_\_\_\_  
**\*\* A COPY OF YOUR INSURANCE CERTIFICATE MUST ACCOMPANY THIS FORM - NO EXCEPTIONS**

3. Location of land on which the proposed work will be done: \_\_\_\_\_
4. Tax Map No.: \_\_\_\_\_ [can be found on tax bill]
5. Nature of Work:    **New Roof** [ ☐ ]        **ReRoof** [ ☐ ]        **Patch/Repair** [ ☐ ]
6. Estimated Cost of Project: \$ \_\_\_\_\_ # Stories: \_\_\_\_\_ Size & Area of Lot: \_\_\_\_\_
7. Dimension of construction: \_\_\_\_\_ Zoning District: \_\_\_\_\_
8. The following criteria shall be readily available and identifiable on the submitted prints/plans:  
 Building Type   Rafter Spans   Truss Drawings   Insulation:   Roof Construction/Covering   Ice Dam Membrane
9. The PLOT Diagram, shown on page 3 of this application or on separate drawing shall show:  
 Location of proposed construction on the lot with setbacks of front, side and rear clearly indicated  
 Scope of proposed construction

**ROOF ASSEMBLY.** A system designed to provide weather protection and resistance to design loads. The system consists of a roof covering and roof deck or a single component serving as both the roof covering and the roof deck. A roof assembly includes the roof deck, vapor retarder, substrate or thermal barrier, insulation, vapor retarder, and roof covering.

**ROOF REPAIR.** Reconstruction or renewal of any part of an existing roof for the purposes of its maintenance.

**ROOF REPLACEMENT.** The process of removing the existing roof covering, repairing any damaged substrate, and installing a new roof covering.

**NY STATE CODE SRR907 - REROOFING**

- SRR907.1 General.** Materials and methods of application used for recovering or replacing an existing roof covering shall comply with the requirements of Chapter R9.
- SRR907.2 Structural and construction loads.** The structural roof components shall be capable of supporting the roof covering system and the material and equipment loads that will be encountered during installation of the roof covering system.
- SRR907.3 Recovering versus replacement.** New roof coverings shall not be installed without first removing existing roof coverings where any of the following conditions occur:
1. Where the existing roof or roof covering is water-soaked or has deteriorated to the point that the existing roof or roof covering is not adequate as a base for additional roofing.
  2. Where the existing roof covering is wood shake, slate, clay, cement or asbestos-cement tile.
  3. Where the existing roof has two or more applications of any type of roof covering.
- EXCEPTIONS:**
1. Complete and separate roofing systems, such as standing-seam metal roof systems, that are designed to transmit the roof loads directly to the building's structural system and that do not rely on existing roofs and roof coverings for support shall not require the removal of existing roof coverings.
  2. Metal panel, metal shingle, and concrete and clay tile roof coverings shall be permitted to be installed over existing wood shake roofs when applied in accordance with SRR907.4.
- SRR907.4 Roof recovering.** Where the application of a new roof covering over wood shingle or shake roofs creates a combustible concealed space, the entire existing surface shall be covered with gypsum board, mineral fiber, or glass fiber securely fastened in place.
- SRR907.5 Reinstallation of materials.** Existing slate, clay or cement tile shall be permitted for reinstallation, except that damaged, cracked or broken slate or tile shall not be reinstalled. Existing vent flashing, metal edgings, drain outlets, collars and metal counterflashings shall not be reinstalled where rusted, damaged or deteriorated. Aggregate surfacing materials shall not be reinstalled.
- SRR907.6 Flashings.** Flashings shall be reconstructed in accordance with approved manufacturer's installation instructions. Metal flashing to which bituminous materials are to be adhered shall be primed prior to installation.

**REQUIREMENTS FOR ROOF COVERINGS**

**S1507.2.8.2 Ice dam membrane.** In areas where the average daily temperature in January is 25°F (-4°C) or less or where there is a possibility of ice forming along the eaves causing a backup of water, an ice barrier that consists of at least two layers of underlayment cemented together or of a self-adhering polymer modified bitumen sheet, shall be used in lieu of normal underlayment and extend from the eave's edge to a point at least 24 inches (610 mm) inside the exterior wall line of the building.

**HEREBY CERTIFIES THAT HE/SHE IS THE applicant and owner named above; and**

**that all statements contained in this application are true to the best of his/her knowledge and belief, and that the work will be performed in the manner set forth in this application and in the plans and specifications filed therewith.**

**CONTRACTORS CERTIFICATION:** I hereby certify that all items in the Roof Ordinance will be enforced.

\_\_\_\_\_  
Signature of Applicant

\_\_\_\_\_  
Signature of Contractor

APPROVED/DISAPPROVED

\_\_\_\_\_  
Code Enforcement Officer

DATE: \_\_\_\_\_

Office Use Only:

SITE PLAN