



Informational Bulletin
Checklist for Reroofing of low-sloped Roofs
(2 in 12 Slopes or less)
January 8, 2010

***Indicate Category:** Maintenance Repairs, alterations and additions

Submittal documents: Provide documentation of the scope of work being undertaken and bid proposals. Include roof plan drawn to scale showing locations being worked on. Show property lines when overflow drains and scuppers are added or altered. Indicate where drainage goes.

Exceptions: The building official may waive the submittal documents if the nature of the work applied for is not necessary to obtain compliance with existing codes and standards.

(Examples-repairs and replacement of existing roof membranes or random patching of damaged areas less than \$25,000)

Indicate items that apply:

1. ROOF DESIGN

General. The roof structure members and roof decking are in good condition and the roof replacement will not add any additional weight to the structure.

Direct replacement. Work involves removal of existing roof membrane and installing a new roof membrane. *(Maximum 2 membranes allowed per Minneapolis. Policy)*

Adding weight to existing roof structure. When reroofing adds any dead load or snow load that may cause the roof not to properly sustain the additional load, a registered Structural Engineer shall provide a written statement that the roof will safely sustain the increased load. *(i.e.: added insulation or a ballasted membrane system is installed over an existing roof membrane)*

Water Accumulation. All roofs shall be designed with sufficient slope or camber to assure adequate drainage.

2. ROOF DRAINAGE

General. Unless designed for water accumulation approved by the building official, the roof system meets a slope of a minimum 2% for drainage.

Roof Drains. Are sloped to drain over roof edges, sized and discharge in accordance with Plumbing code.

Overflow Drains are connected to drain lines independent from roof drain lines and discharge above grade.

Overflow Scuppers installed in parapet shall be 3 times the size of the roof drains and located 2 inches above the lowest point of the adjacent roof with a minimum opening height of 4 inches.

Concealed Drains within the construction of the building shall be installed in accordance with Plumbing code.

Over Adjoining Property. Roof drainage water from a building shall not be permitted to flow over adjoining property. *(EXCEPTION: R-3 and Group U over public property)*

3. ROOFING

General. The roof covering is to meet the performance requirements of Section 1504, the fire classification of Section 1505 and the material requirements as specified in section 1506. The roof covering assembly includes the roof deck, underlayment, interlayment, insulation and covering which are assigned a roof-covering classification.

Roof Insulation shall be of a rigid type suitable as a base for application of a roof covering. Foam plastic shall conform to the requirements of Section 2603.4.1.5. Above-deck thermal insulation shall comply with standards in table 1508.2. Minimum 'R' Value is 22.2 for commercial/Industrial Buildings.

Attachment of roof insulation and membrane is by Mechanical fasteners, Adhesives,

Ballast or Other Conditions _____