



City of Santa Fe Land Use Department

Commercial and Residential Re-Roof Permit Application

TO BE COMPLETED BY CITY STAFF

Application # 20-

Permit Type _____ Accepted By _____ Date Accepted _____
 Plan Check Fee \$ _____ Water Budget Fee \$ _____ Permit Fee \$ _____
 Zone District: _____ Land Use Classification: Escarpment Floodplain Historical

TO BE COMPLETED BY APPLICANT

Site Address _____ Subdivision _____ Lot _____ Block _____

| | |
|--|---|
| Property Owner _____ | Contractor _____ |
| Mailing Address _____ | Mailing Address _____ |
| Day-time Phone _____ | Day-time Phone _____ |
| Email Address _____ | Email Address _____ |
| Is this an owner/builder project? YES NO | NM License # _____ City License # _____ |

Project Information:

Construction Valuation \$ _____ Square Foot area to be re-roofed _____
 Building Type _____ Roof Pitch _____ No. of Existing Layers _____ Roof Classification _____

Submit 2 sets of the following:

- Roof Plan showing type of roof system, the roof slope, and roof drainage
- Manufacturer's specifications and installation instructions
- Pre-approvals: check below which are required and included in application documents

| | |
|---------------------------------|-----------------------------|
| Historic Preservation Districts | Escarpment Overlay District |
|---------------------------------|-----------------------------|

All commercial re-roof projects require Professional Seals to ensure the following:

- The structure is sufficient to sustain the weight of the additional dead load for the new roof system
- The roof deck is structurally sound
- Roof drains and drainage are sufficient to prevent extensive accumulation of water
- The existing roof system is securely attached to the deck
- The existing roof assembly above the deck line is dry or otherwise not deteriorated
- Fire retardant requirements are maintained

I hereby certify that I am the duly appointed agent authorized to act on behalf of the property owner. I also certify that the information provided in this application is true and correct and it represents the current and proposed status of the subject property; that the plans submitted with this application are complete and in compliance with the building standards set forth in the Santa Fe City Code; and that the plans illustrate all public and private easements located on the property. I also certify that plans and submittals have been prepared in accordance with the submittal checklist. I further understand that failure to follow submittal checklist will result in the delay or rejection of my application.

Contact Name _____ Phone _____ Email _____
 Signature _____ Date _____