



County of San Diego, Planning & Development Services
NONRESIDENTIAL RE-ROOF REFERRAL SHEET
BUILDING DIVISION

Referral Information (To be completed by County staff)

Plan reviewer: _____ Hrs. _____ Date: _____

- Proceed to PDS technician for permit issuance per project specifications below
- Project specifications below have missing or incomplete information; provide complete information for further evaluation by PDS plan reviewer.
- Proposed roofing type adds additional loads to the roof: project requires structural analysis by California-licensed engineer. Stamped/signed **calculations** – two copies – shall be submitted for review and approval by PDS plan reviewer.
- Alterations are proposed for roof framing (i.e., structural reroof): project requires structural analysis by California-licensed engineer. Stamped/signed **plans** and **calculations** – two copies of each – shall be submitted for review and approval by PDS plan reviewer. Requires Fire District review.

Project specifications (To be completed by applicant)

Project name: _____ APN: _____

A. STEEP-SLOPED PROJECTS (rise:run of greater than 2:12)

1. Existing roofing type:

- Asphalt shingles
- Concrete tile
- Clay tile
- Metal
- Other

2. Proposed roofing type:

- Asphalt shingles (2 layers max. for recover)
- Concrete tile (8 psf max if changing roofing type)
- Clay tile (8 psf max if changing roofing type)
- Metal
- Other

3. Proposed roofing material listing information:

Manufacturer: _____

Model: _____

ICC/UL listing number: _____

4. Cool roof required:

- Yes (product information below must be consistent with the ICC/UL listed roofing material indicated in A.3)

Cool Roof Rating Council (CRRC) ID number: _____

CRRC color: _____

Note: Proposed roofing products must have minimum aged solar reflectance ≥ 0.25 AND minimum thermal emittance ≥ 0.80 OR minimum SRI of 23 per CBEES 140.3(a)1A.

Exception: If aged solar reflectance value not available from Cool Roof Rating Council, aged value shall be determined by CBEES 110.8(i)2 equation using initial solar reflectance (submit separate documentation)

Note: Adding roofing over existing roofing (i.e., recover) is required to comply unless exempted below.

- No (select one of the following cool roof exceptions)
 - 50% or less of roofing area replaced up to a maximum 2000 s.f. per CBEES 141.0(b)2B. Reinstallation of concrete or clay tile permitted (i.e., lift and re-lay) per CBC 1512.4.
 - Hotel/motel facilities per CBEES 140.3(a)1Aii
 - Building inspector shall verify** the following existing/new elements allowing cool roof exemption:
 - Roof area covered with integrated photovoltaic (PV) or solar thermal panels per CBEES 141.0(b)2Bi Exception 2.
 - Roofs ≥ 25 lb/ft² in weight per CBEES 141.0(b)2Bi Exception 3.
 - Applicant submitted energy efficiency performance documentation demonstrating compliance

B. LOW-SLOPED PROJECTS (rise:run of 2:12 or less)

1. Existing roofing type:

- Built-up
- Metal
- Other

2. Proposed roofing type:

- Built-up
- Metal
- Other

3. Proposed roofing material listing information:

Manufacturer: _____
Model: _____
ICC/UL listing number: _____
Assembly system number for built-up roofing (provide a copy): _____

4. Cool roof required:

- Yes (confirm product matches ICC/UL listed roofing material indicated above)

Cool Roof Rating Council (CRRC) ID number: _____

CRRC color: _____

Note: New roofing product must have minimum aged solar reflectance ≥ 0.63 AND minimum thermal emittance ≥ 0.75 OR minimum SRI of 75

Exception: If aged solar reflectance value not available from Cool Roof Rating Council, aged value shall be determined by CBEES 110.8(i)2 equation using initial solar reflectance (submit separate documentation)

Exception: Revised roofing product requirements if using insulation per Aged Solar Reflectance Insulation Trade-Off Table (CBEES Table 141.0-B) (submit separate documentation)

Note: Adding roofing over existing roofing (i.e., recover) is required to comply per CBEES 141.0(b)2B unless exempted below.

- No (select one of the following cool roof exceptions)

- 50% or less of roofing area replaced up to a maximum 2000 s.f. per CBEES 141.0(b)2B.

- Hotel/motel facilities per CBEES 140.3(a)1Aii

- Building inspector shall verify** the following existing/new elements allowing cool roof exemption:

- Roof area covered with integrated photovoltaic (PV) or solar thermal panels per CBEES 141.0(b)2Bi Exception 2.

- Roofs ≥ 25 lb/ft² in weight per CBEES 141.0(b)2Bi Exception 3.

- Applicant submitted energy efficiency performance documentation demonstrating compliance

5. Continuous insulation required:

- Yes

- In climate zone 7: Continuous insulation $\geq R-17$ per CBEES Table 141.0-C.

- In climate zone 7: Roof assembly U-factor of 0.047 with R-10 continuous insulation above the deck per CBEES Table 141.0-C..

- Install R-11 in wood framed cavity and R-10 above the roof deck per CBEES Table 141.0-C.

- Exception: For roof recovers (additional covering over existing), only R-10 above the roof deck required per CBEES 141.0(b)2Bii Exception 1.

- In climate zones 10, 14, and 15: Continuous insulation $\geq R-23$ per CBEES Table 141.0-C.

- In climate zone 10, 14, and 15: Roof assembly U-factor of 0.037 with R-10 continuous insulation above the deck per CBEES Table 141.0-C..

- Install R-17 in wood framed cavity and R-10 above the roof deck per CBEES Table 141.0-C..

- Exception: For roof recovers (additional covering over existing), only R-10 above the roof deck required per CBEES 141.0(b)2Bii Exception 1.

- Exception: Continuous insulation may be reduced to R-10 where conditions are met for mechanical equipment per CBEES 141.0(b)2.B.ii Exception 2.

- Exception: Continuous insulation may be reduced at drains and low points provided the insulation thickness is increased at the high points so that the average thermal resistance equals or exceeds those shown in Table 141.0-C per CBEES 141.0(b)2.B.ii Exception 3.

- No (select one of the following continuous insulation exceptions)

- 50% or less of roofing area replaced up to a maximum 2000 s.f. per CBEES 141.0(b)2B.

- For roof recoats (i.e., fluid applied), the area of the roof recoat is not required to be insulated per CBEES 141.0(b)2.B.ii Exception 4.

- Applicant submitted energy efficiency performance documentation demonstrating compliance

C. ROOF SHEATHING PROJECTS

Roof sheathing to be placed as part of this permit:

- Yes (Requires a roof nail inspection)

Note: Applies to repair, replacement, or installation of any sheathing.

- No

D. SELF CERTIFICATION PROJECTS

Will project be self-certified by a licensed contractor:

- Yes, complete [PDS 136](#)

- No