249 N. Miller Road, Saginaw, MI 48609
Saginaw, MI 48609
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Roofing Information Handout
What you need to know

Building Permits

A Building Permit is required for all re-roofing projects. The inspection card shall be posted and accessible on the exterior of the residence until the final inspection has been made. The Building Inspector must be called 24 hours before an open roof inspection, flashing inspection, and final inspection. Other arrangements must be made with the Building Inspector if work will be done after normal working hours so that inspections can be made.

Special Notes

- The homeowner is allowed to do their work.
- The State of Michigan must license all roofing contractors with appropriate licensing.

Inspection Requirements for Roofing

Due to the nature of the process of roofing and the fact that the building inspector cannot be on the job site to inspect many aspects of the application materials, pictures will be accepted showing the application of the roof. Submit pictures by e-mail to buildingsec@thomastwpmi.gov and building2@thomastwpmi.gov. Failure to submit pictures may result in the builder removing some shingles for inspection purposes. In addition, all required code standards in the applicable building code must be followed.

The pictures that are required are as follows:

1. **Pictures of the roof deck after the removal of the old shingles**
2. **Pictures of any sheathing replaced**
3. **Pictures of the ice and water shield**
4. **Valleys with ice and water shield**
5. **Flashings around chimneys and alongside walls**
6. **Ridge vent openings**
7. **Completed projects**

If an inspection during the installation of the singles is not scheduled, pictures must be taken and e-mailed to the Thomas Township Building Department at buildingsec@thomastwpmi.gov and building2@thomastwpmi.gov. Please include the permit number and address of the job with all submitted pictures. **A final inspection must be scheduled once the roof project is completed.**

Overlay or Tear-off

Asphalt shingles are required to be installed over solidly sheathed decks or nominal 1" thick wood boards. Shingling over existing shingles requires that the installer show in detail how ice dam protection will be applied to meet the code as well as how flashing and ventilation will be installed. All of this should be shown in detail on a set of plans submitted for review by the Building Inspector.

Flashing

- Flashings shall be installed at all wall and roof intersections, wherever there is a change in roof slope or direction, and around all roof openings. Metal shall be corrosion resistant with a thickness of not less than 0.019 inches (0.5 mm) (No. 26 galvanized sheet).
- For an open valley lined with metal, the valley lining shall be at least 24 inches (610 mm) wide and of corrosion-resistant metal.
- For open valleys, valley lining of two plies of mineral surfaced roll roofing is permitted. The bottom layer must be 18 inches (457mm) and the top layer a minimum of 36 inches (914 mm) wide.
- For closed valleys (valley covered with shingles), valley lining of one ply of smooth roll roofing at least 36 inches wide (914 mm) or valley lining as described above in open valley requirements.

Crickets and saddles - A cricket or saddle must be installed on the ridge side of any chimney or penetration more than 30 inches (762 mm) wide as measured perpendicular to the slope. Cricket or saddle coverings shall be sheet metal or of the same material as the roof covering.

Sidewall flashing - Flashing against a vertical sidewall shall be by the step-flashing method. Kick-out flashing is required at the lower portion of the roof intersecting a wall to divert water away from the wall.

Other flashing - Flashing against a vertical front wall, as well as soil stack, vent pipe, and chimney flashing shall be applied according to the asphalt shingle manufacturer's printed instructions.

Asphalt shingles

- Asphalt shingles shall be used only on roof slopes of two (2) units vertical in twelve (12) units horizontal (2:12) or greater. For roof slopes from two (2) units vertical in twelve (12) units horizontal (2:12) up to four (4) units vertical in twelve (12) units horizontal (4:12), double underlayment application is required.
- Asphalt shingles will have self-seal strips or be interlocking. Fasteners for asphalt shingles will be galvanized steel, stainless steel, aluminum, or copper roofing nails, minimum 12-gauge (0.105 inch/3 mm) shank with a minimum 3/8-inch (10 mm) diameter head, of a length to penetrate through the roofing materials and a minimum of 3/4 inch (19 mm) into the roof sheathing. Where the roof sheathing is less than 3/4 inch (19 mm) thick, the fasteners shall penetrate through the sheathing.

Ice barrier

- An ice barrier that consists of at least two layers of underlayment cemented together, or a self-adhering polymer-modified bitumen sheet shall be used from the lowest edges of all roof surfaces to a point of at least 24 inches (610 mm) inside the exterior wall line of the building.

Roofing requirements

- Kick-out flashing/diverters are required at all roof/wall intersections.
- Roof sheathing shall be repaired or replaced if rotted.
- Shingles shall be applied via the manufacturer's installation instructions.
- Existing flashing shall be replaced if rotted or damaged.
- Flashing shall be installed to prevent water from entering the wall or roof.
- Ice dam protection is required on all roofs and shall extend from the edge of the roof 24" past the exterior wall line.
- Roof ventilation is required at a rate of 1 square foot of ventilation per 300 square feet of attic area.
- If the furnace chimney cap is replaced, it must be with an approved cap. Verify approval with the inspector.
- A final inspection is required on all re-roofing permits.

*This handout is only intended to highlight some of the roofing and safety requirements