

**RE-ROOF PERMIT APPLICATION  
TOWN OF PORTLAND**

PORTLAND LOCATION: \_\_\_\_\_

CONTRACTOR NAME: \_\_\_\_\_

ESTIMATED COST OF CONSTRUCTION: \_\_\_\_\_

APPLICATION NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

**(YOU MUST ANSWER ALL OF THE QUESTIONS BELOW)**

**Sec 1**

- |     |    |  |
|-----|----|--|
| Yes | No | All water soaked roof coverings will be removed prior to installing new roof covering.   |
| Yes | No | Any deteriorated sheathing will be replaced prior to installation of new roof covering.  |
| Yes | No | Existing roof coverings consisting of wood shake or shingle, slate, clay, cement or Asbestos cement tile will be removed prior to installing new roof covering.  |
| Yes | No | Existing roof coverings will be removed prior to installing new roof covering where the existing roof has two or more applications of any type of roof covering. |
| Yes | No | New roof covering, Ice barrier, Flashing and Valleys will be installed in accordance with the New York State Uniform Fire Prevention and Building Code.          |

If you answered "No" to any of the above questions you must submit the manufacturer's installation instructions and a detailed scope of work to the Permit Office for additional review and approval.

**Sec 2**

- |     |    |  |
|-----|----|--|
| Yes | No | Roof and Ceiling framing construction and/or alteration will be part of the scope of work. |
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If you answered "yes" to the question above a separate building permit with drawings must be obtained in accordance with NYS Uniform Fire Prevention and Building Code. Please see Code Enforcement Officer.

The undersigned hereby certifies that the work will be performed in accordance with the Manufacturer's installation instructions and in compliance with the New York State Uniform Fire Prevention and Building Code.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE