



MINIMUM STANDARDS FOR Renewal of Roof Covering

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This information bulletin is intended to explain the requirements for the renewal of roof coverings.

The provisions of Chapter 15 of the California Building Code and Chapter 9 of the California Residential Code (the Code) shall govern the design, materials, construction and quality of roof assemblies and rooftop structures, as applicable and as amended by the San Diego Municipal Code (SDMC) in Chapter 14, Article 5, Division 15.

I. WHEN A PLAN REVIEW AND CONSTRUCTION PERMIT IS REQUIRED?

A plan review and a construction permit are required for the renewal, replacement, addition, alteration, or modifications of roof coverings when one or more of the following conditions occur:

A. Where alteration or replacement of structural framing members, roof sheathing/decking (plywood or oriented-strand board), support elements, lateral-resisting elements, or foundation system is required due to renewal of roof covering.

Structural framing plans and structural calculations are required to justify for adequacy of vertical load and lateral load capacity of structural system.

B. Where the existing wood shakes, wood shingles, or asphalt shingles are removed and replaced with a new roofing material weighing more than six (6) pounds per square foot. Structural framing plans and structural calculations to verify adequacy of roof framing system are required.

C. Where the existing spaced 'skip' sheathing is removed and new roof sheathing/decking (plywood or oriented-strand board) is installed. Structural framing plans and structural calculations to verify adequacy of roof framing system are required.

Documents Referenced in this Information Bulletin

- California Building Code, (CBC)
- California Residential Code, (CRC)
- California Green Building Standards Code, (CAL Green)
- San Diego Municipal Code, (SDMC)
- [Project Submittal Manual](#)
- [Information Bulletin 203](#), How to Obtain No-Plan Permit
- [Information Bulletin 301](#), How to Obtain a Permit for installation of Solar Photovoltaic Systems
- [Information Bulletin 501](#), Fee Schedule Construction Permits - Structures
- [Information Bulletin 580](#), Potential Historical Resource Review
- [Information Bulletin 581](#), Designated Historical Resources Review

D. Where the project site contains a designated historical resource or is located within the boundaries of an adopted historic district. See Section II of this information bulletin for additional information.

E. Exemptions

1. For single-family residential dwelling structures such as single-family homes, duplexes and townhouses, where conditions A thru C above do not occur, damaged roof sheathing/decking may be removed and replaced in-kind without requiring plan review and a permit, provided the accumulative surface area of sheathing/decking replaced does not exceed twenty-five percent (25%) of the entire roof surface area. Sheathing nailing size and spacing shall be in accordance with the requirements of the governing code or matching the existing roof sheathing nailing, whichever is more restrictive.

2. Unless noted otherwise in this information bulletin, a building permit is not required for renewal of roof coverings on any building permitted by the California Building Code and the California Residential Code, where the existing roof structure, including roof diaphragm, is not altered. Refer to SDMC Section 129.0203 for additional requirements.

3. Where the existing spaced 'skip' sheathing is to remain in place and new plywood or oriented-strand board is placed over the existing 'skip' sheathing serving as a substrate to the new roofing material, provided the weight of the new roofing material including the plywood /oriented-strand board does not exceed six (6) pounds per square foot.

II. HISTORICAL REVIEW

A. Designated Historic - If the project involves any parcel with a designated historical resource, or is located within the boundaries of an adopted historic district, historical review is required. Please refer to Information Bulletin 581, "Designated Historical Resource Review" for additional Historic Review information.

B. Potential Historic Resource - If the site contains buildings or structures 45 years old or older, plans must be submitted through the Development Services Department for historic review, unless the project scope is for "in-kind roof repair and replacement" (exempted per San Diego Municipal Code, Section 143.0212). Because of a commitment to consider public information in the review of projects 45 years old or older, there is no over-the-counter review. The length of this review will typically be ten business days. See Information Bulletin 580, "Potential Historical Resource Review" for supplemental submittal requirements.

III. ADDITIONAL REQUIREMENTS

A. Very High Fire Hazard Severity Zone (VHFHSZ). The renewal of roof covering of structures located in a Very High Fire

Hazard Severity Zones shall comply with additional fire protection requirements as specified in Chapter 7A of the California Building Code (CBC) as amended by SDMC, Chapter 14, Article 5, Division 7, or Section R327 of the California Residential Code (CRC) as amended by SDMC, Chapter 14, Article 9, Division 3, as applicable. These provisions apply to buildings originally constructed on or after August 27, 2009.

To determine whether or not a building is subject to these additional regulations refer to the Very High Fire Severity Zone Map on the Fire-Rescue Department's web page or at the following link, www.sandiego.gov/fire/services/brush/severityzones.shtml.

B. Where existing roof-mounted photovoltaic panels (PV) are removed in order to renew roof covering, an electrical permit is required to re-install the PV panels. Refer to Information Bulletin 301 for detailed requirements for photovoltaic systems.

C. Where existing roof-mounted equipment or their associated duct/piping system are removed in order to renew roof covering, a mechanical permit is required to re-install the same or new equipment and their associated duct/piping system.

D. Where the existing roof has two or more applications of asphalt shingles or built-up roof covering, new roof coverings shall not be installed without first removing all existing layers of roof coverings down to the roof deck.

E. Cool Roofs: The California Residential Title 24, Part 6, Standards require cool roof when all of the following conditions occur:

1. The project is in Climate Zone 10 thru 15 and,
2. replacing, recovering or recoating more than 50% of the exterior surface of existing roofs and,
3. The roof has a steep -slope, where rise to run ratio is greater than 2:12.

A cool roof is a roofing product with high solar reflectance and thermal emittance properties, which help reduce cooling loads by lowering roof temperatures on hot, sunny days. Solar reflectance and thermal emittance are properties of the roofing surface—not of insulation that may be used in conjunction with the roofing material.

IV. WOOD SHINGLES/WOOD SHAKES

Renewals of roof covering with wood shingles or wood shakes are not permitted, except as provided in California Historical Building Code Section 8-408 and San Diego Municipal Code Section 145.1510. New roof covering shall not be applied over existing wood shakes or wood shingles.

V. ROOF ASSEMBLY CLASSIFICATION

Refer to Table A for minimum roof assembly classification requirements.

VI. SUBMITTAL REQUIREMENTS

Please refer to Project Submittal Section 2 (for multi-family and non-residential structures) or 2A (for single family/duplex or townhouse structures) for submittal requirements.

The project description on the General Ap-

plication must include the following information:

A. Description of the work being performed.

B. For single-family residential dwelling structures such as single-family homes, duplexes and townhouses, percent of damaged roof sheathing being removed and replaced (if unknown, may state “maximum of 25% of roof surface area”).

C. Construction valuation (for purpose of assessing State of California fees).

VII. FEES

Refer to Information Bulletin 501, “Fee Schedule, Construction Permits - Structures” for all applicable fees.

VIII. OPTIONS FOR SERVICE

Building permit submittal/issuance appointments are recommended and can be made by calling 619-446-5300. Walk-in service is also available at the Development Services Department located at 1222 First Avenue, 3rd Floor.

Please visit the department’s website at www.sandiego.gov/development-services for a list of business hours.

TABLE A. Minimum Roof Covering Classification

| Type of Roof | Roof Covering Classification |
|---|---|
| 1. All newly constructed roofs. | A |
| 2. Where a building addition is more than twenty-five percent (25%) of the original floor area of the building. | The entire roof shall be a Class “A” roof assembly. |
| 3. All replacements, alterations, or repairs. | A |
| 4. Where more than twenty-five percent (25%) of the total roof area is replaced, altered or repaired within any twelve month period. | The entire roof shall be a Class “A” roof assembly. |
| 5. Attached or detached patio covers or, pre-fabricated/pre-manufactured patio covers that are listed by a recognized listing agency. | A |