



City of Loveland

**City of Loveland**  
**Development Services Department**

**Building Division** – 410 E. 5<sup>th</sup> Street – Loveland, CO 80537

**General Information** (970) 962-2505

**Inspection Line** (970) 962-2100

## **BUILDING DIVISION ROOFING REQUIREMENTS 2021 IRC**

REPAIR AREA	PERMIT	REPAIR REQUIREMENTS <sup>a,d</sup>	SHINGLE REQUIREMENTS
LESS THAN 100 SF	NOT REQUIRED	Repair Allowed <sup>b</sup>	To match existing allowed <sup>c</sup>
UP TO 49%	REQUIRED	Repair Allowed <sup>b</sup>	To match existing allowed <sup>c</sup>
50% OR GREATER	REQUIRED	Complete Removal and Replacement	Class 4 Impact Resistance (UL 2218)
Ice barrier is required. See R905.1.2 for requirements			
Drip edge is required at eaves and rake edges. See R905.2.8.5 for requirements.			
Do not re-use existing flashings if buckled, rusted, bent, cracked, or broken. Follow manufacturer's terms for warranties. Replacement to be determined between owner, contractor, and insurance parties.			

- a. Must comply with manufacturer's installation instructions.
- b. Repairs are not allowed where the existing roof has two or more applications of any type of roof covering, regardless of the area of the repair.
- c. Must be a minimum class C (UL 790 fire rating)
  - Class A required within LFRA Wildland Urban Interface area. [Link here](#)
- d. Shingle tie-in for adjoining roofs on attached single family residences.
  - Use an approved method by the manufacturer. Capping open seams or weaving new shingles into existing shingles is not permitted (unless specifically approved by the manufacturer).
  - It is recommended to work closely with the homeowner's association and neighboring property owner(s)

### **HOW TO OBTAIN AND COMPLETE A RE-ROOFING PERMIT**

**Effective January 1, 2026**

- **Submit a re-roofing application, included in this packet**
  - Include roof pitch(es) on work description
- **Mid-roof inspection: take pictures of the installation! City Inspectors will not visit jobsite for this verification. This is performed by contractor. See attached information**
  - Printed images of sheathing replacement (if action occurred, before and after), and completed underlayment installation. Include ice barrier with measurement verifying 2 ft. inside exterior wall, valley flashing, sidewall and other flashings, and nailing pattern. Dryer vents shall be provided with backdraft dampers and not have screens.
- **Final Inspections**
  - **Schedule the following inspections. Be sure signed conditions & inspection ticket are on site.**
    - Final Roof / Roofing Affidavit / Permit Completion
  - **Submit completed affidavit and date/time stamped pictures of the whole house (showing address) to [buildinginspectionletters@cityofloveland.org](mailto:buildinginspectionletters@cityofloveland.org) 1 day prior to scheduled final inspection. ALL PICTURES MUST BE CONTAINED IN ONE PDF DOCUMENT. Without pictures, the inspection will be disapproved and must be rescheduled.**
  - **A ladder set will be required for City Inspector**
    - An OSHA-approved ladder set, **provided by contractor**, with the ladder extending at least 3' past the plane of the roof and attached to the house for stability. **Use the 4-to-1 rule: for every four feet of ladder height, the base should be one foot away from the supporting structure.** (No telescoping ladders). If the inspector feels like the ladder is not stable or attached, the inspection will be disapproved.
    - **EXCEPTION: Structures over 2 stories or roofs with pitches greater than 6:12 will not require a ladder set.**
      - The inspector reserves the right to not access the roof and perform the inspection from the ground.

# ROOF PICTURES TO INCLUDE

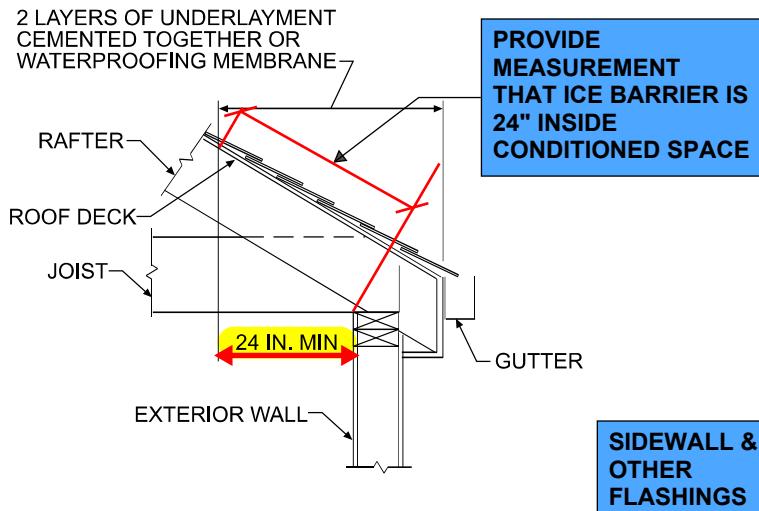


Figure R905.2.7.1(2)  
PROTECTIVE ICE BARRIER

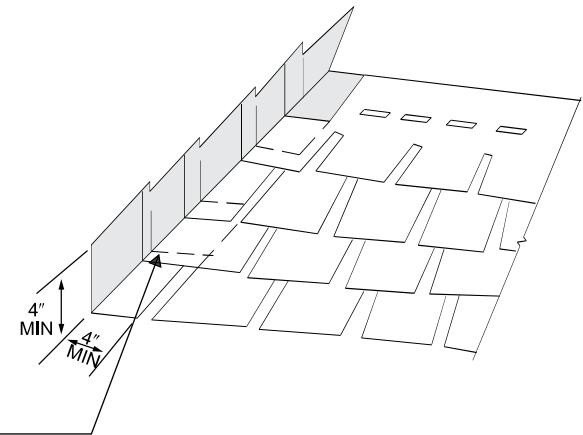
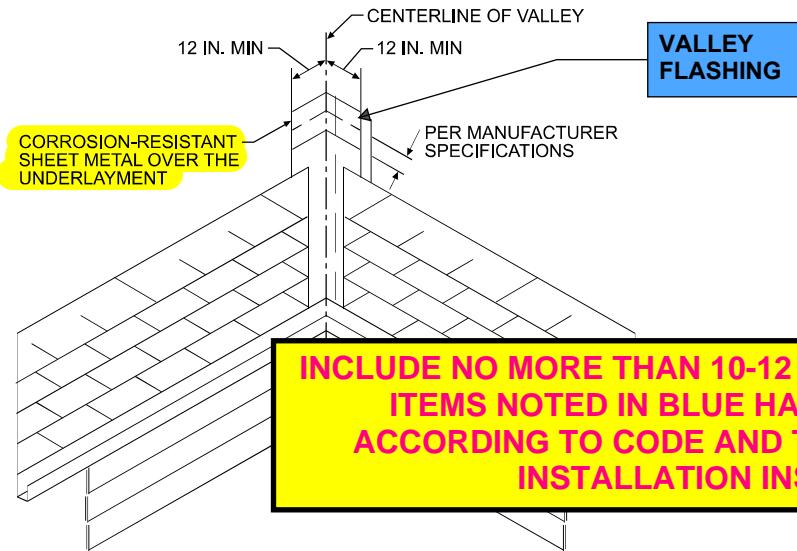


Figure R905.2.8.3  
FLASHING AT SIDE WALL



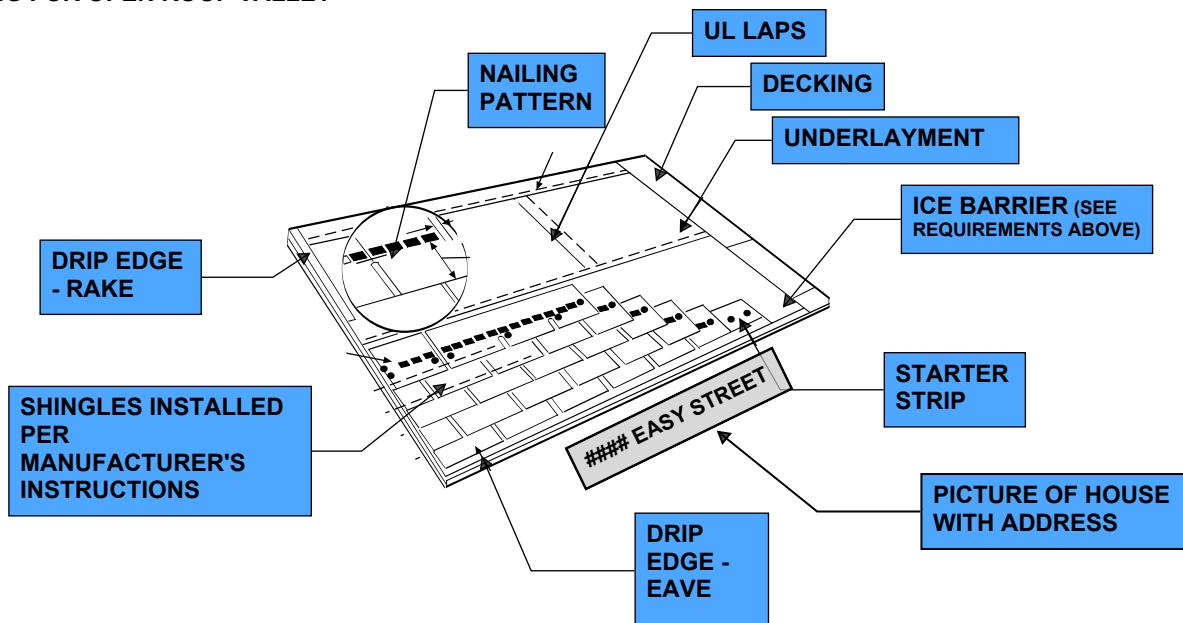
INCLUDE NO MORE THAN 10-12 IMAGES THAT VERIFY THE ITEMS NOTED IN BLUE HAVE BEEN INSTALLED ACCORDING TO CODE AND THE MANUFACTURER'S INSTALLATION INSTRUCTIONS

For SI: 1 inch = 25.4 mm.

Figure R905.2.8.2(1)  
FLASHING FOR OPEN ROOF VALLEY

For SI: 1 inch = 25.4 mm.

Figure R905.2.8.2(2)  
FLASHING FOR WOVEN VALLEY



REROOFING REQUIREMENTS		
Removal of Existing Material	R908.3	Roof repair or replacement shall include the removal of existing layers of roof coverings down to roof deck.
	exception	Where roof assembly includes an adhered ice barrier membrane, that membrane is permitted to remain in place and covered with an additional layer in accordance with Section R905
Roof Recover Not Allowed	R908.3.1.1	Where the existing roof or roof covering is water soaked or deteriorating and not adequate as a base for additional roofing
		<b>Where the existing roof has two or more layers of roof covering</b>
		Where the existing roof covering is wood shingles, slate, clay, cement or asbestos tile
Sheathing Requirements	R905.2.1	Asphalt shingles shall be fastened to solidly sheathed decks. Water soaked or deteriorating decking must be replaced.
• Spaced lumber decking	CoL	Refer to the manufacturer's technical bulletin regarding requirement's for existing deck boards.

FREQUENTLY ASKED QUESTIONS	
Can I have my roof inspected by the city if I did not pull a roofing permit?	No, a permit is required for any city building inspector to complete an inspection.
May I, as the homeowner, complete the reroof myself?	Yes, if you own the home and are the primary resident.
What is the minimum roof slope I can install asphalt shingles on?	The IRC permits the installation of asphalt shingles on continuous sheathing with slopes as low as 2:12. (R905.2.2) Two layers of underlayment are required for roof slopes up to 4:12, per R905.1.1
What roof covering is acceptable if my slope is less than 2:12?	Mineral-surfaced roll roofing (R905.5) is allowed to a 1:12 slope. Some Metal roof panels (R905.10), Modified bitumen (R905.11), and Single-ply membranes conforming to section 905.
My roof has no vents, are they required?	Yes, roof replacements will require full compliance as with new installations. See R806 Roof Ventilation. Generally, a roofing manufacturer's warranty will require this.
Is ice and water shield required?	Yes. Not less than 24 in. from the inside of the <i>exterior wall</i> . Roofs greater than 8:12 pitch extend 36 in. inside. Apply on all eaves shingle styled over the required metal drip edge.
Is drip edge required?	Yes. Required at all eaves and rakes.
My house is old and has spaced solid lumber decking for a substrate. Do I need to re-deck it with osb?	Most shingle manufacturer's provide a "technical bulletin" regarding this issue. Follow their instructions.
I have PV solar panels on my roof. Can the roofer remove them and re-install?	No. You must hire a licensed electrician to remove and re-install the panels. List the electrician on the roofing permit application.



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## **Prior to submittal of this application:**

1. Verify our contractor holds a valid City of Loveland contractor license prior to applying.

2. If the listed area is inapplicable, please put

application must be signed by contractor or authorized signer listed on contractor license.

Please hold onto the attached affidavit until you submit it. Required pictures during final

inspection. See the roofing affidavit for more info.

**Job Site Address:**

<b>General Contractor:</b>	<b>License #:</b>	<b>Phone:</b>
<b>Valuation:</b> \$	<b>Email:</b>	
<b>Owner Name:</b>	<b>Phone:</b>	
<b>Address:</b>		
<b>City:</b>	<b>State:</b>	<b>Zip:</b>
<b>Contact:</b>	<b>Phone:</b>	<b>Email:</b>
<b>Reroof of Structure</b>	<b>Number of Squares</b>	

**Work Description:** (Please note if electrical meets minimum code requirements)

### **OWNER/CONTRACTOR SIGNATURE OF UNDERSTANDING AND AGREEMENT**

I hereby certify that the setback distances proposed by this permit application are accurate and do not violate applicable ordinances, rules or regulations of the City of Loveland or covenants, easements or restrictions of record; that all measurements shown, and allegations made are accurate; that I have read and agree to abide by all conditions printed on this application and that I assume full responsibility for compliance with the City of Loveland building code and all other applicable City of Loveland ordinances for work under this permit. Plans subject to field inspection.

**PRINT NAME:** \_\_\_\_\_

**SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_

**Permit #:**

**Received by:**

**Date:**

**Approvals:**

**Total Fees Due:** \$

**Please e-mail this form and all supporting documents to [eplan-buildingfasttrack@cityofloveland.org](mailto:eplan-buildingfasttrack@cityofloveland.org)**



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## ROOFING AFFIDAVIT

Residential 1 & 2 Family

*This form must be signed by the contractor or homeowner doing the work, then e-mail to: [buildinginspectionletters@cityofloveland.org](mailto:buildinginspectionletters@cityofloveland.org). Once e-mailed, call-in for the inspections (letters are not saved if inspections are not called-in).*

**\*Class 4 shingles required effective June 1, 2022\***

Building Permit Number: \_\_\_\_\_ Job Address: \_\_\_\_\_

Roofing Contractor Company Name: \_\_\_\_\_

Address: \_\_\_\_\_

List type of roof covering used: \_\_\_\_\_

Class of Roof Covering Used: \_\_\_\_\_

Replacing Sheathing? Yes      No

Metal/noncombustible roofing?

Roofing Information:

Site Ultimate Design Wind Speed in mph\*: 130 MPH 3 Second Gust

Asphalt shingles with ASTM D 3161 Class F or ASTM D 7158 Class H  
 Other roof covering type & ASTM # or UL # \_\_\_\_\_

Type of Fasteners Used:

Size, Type, and Number of Staples: \_\_\_\_\_

Size, Type, and Number of Nails: \_\_\_\_\_

Other (please specify): \_\_\_\_\_

Underlayment Used:

Self-adhering polymer-modified bitumen sheet  
 An ice barrier consisting of at least two layers of underlayment cemented together

See 2021 International Residential Code, Sections R905.1.2, 905.2.7, 905.4.3.1, 905.5.3.1, 905.6.3.1, 905.7.3.1, 905.8.3.1 & 905.16.4.1 Ice barrier.

**Please include date and time stamped pictures showing: the whole house with address, ice water shield, mid-roof, drip edge, valley materials, roof venting, flashing details (including side wall and head wall), roof jacks, flashing on any crickets. Submit these pictures in 1 PDF file.**

Certification:

I hereby certify the information above is accurate and conforms to the manufacturer's installation requirements for \*Ultimate Design Wind Speed:

Print Name of Owner or Roofing Contractor: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_