



CITY OF WINTER GARDEN  
300 WEST PLANT STREET  
WINTER GARDEN, FL 34787

P: 407.656.4111  
WWW.WINTERGARDEN-FL.GOV

***WINTER GARDEN • A charming little city with a juicy past.***

## **GENERAL PROCEDURE – RE-ROOF MITIGATION**

THE NEW RULE 9B-3.0475 HURRICANE MITIGATION RETROFITS LEGISLATION WILL BE EFFECTIVE APRIL 6, 2008.

THE RE-ROOF REQUIREMENTS FOR AN EXISTING TYPICAL DETACHED SINGLE FAMILY STRUCTURE BUILT PRIOR TO FLORIDA BUILDING CODE 2001 EFFECTIVE MARCH OF 2001, IN OUR JURISDICTION WILL REQUIRE:

1. ROOF DECK NAILING TO BE 6" ON CENTER.
2. PEEL AND STICK THE SEAMS OR THE ENTIRE DECK AND/OR #30 FELT WITH CAP NAILS 12" ON CENTER STAGGERED BETWEEN THE OVERLAPS AND 6" ON CENTER AT THE OVERLAPS.
3. AFFIDAVITS OF COMPLIANCE ON INSTALLED WORK AS DESCRIBED BY THE RULE.

IF THE STRUCTURE HAS AN INSURED VALUE IN EXCESS OF \$300,000 OR MORE SUPPLEMENTAL FASTENERS SHALL BE REQUIRED.

FOR MORE DETAILED REQUIREMENTS READ THE RULE 9B-3.0457. A COPY IS AVAILABLE ON THE BOAF WEB SITE [HTTP://WWW.BOAF.NET](http://www.boaf.net).

THE BUILDING DEPARTMENT WILL CONTINUE TO CONDUCT IN PROGRESS INSPECTIONS FOR REROOF PROJECTS.

SCHEDULE AN INSPECTION PRIOR TO 3 PM THE DAY BEFORE STARTING TEAR OFF.

AN INSPECTOR WILL BE TO THE SITE IN THE LATE MORNING OR EARLY AFTERNOON WHILE THE REROOFING IS IN PROGRESS TO CONDUCT THE IN PROGRESS INSPECTION.

TAKE PICTURES OF ALL PHASES OF THE REROOF (NAILING, PEEL AND STICK, DRY-IN ETC.).

FILL OUT AND SIGN AN AFFIDAVIT FOR EACH PHASE OF THE RE-ROOF AS REQUIRED BY RULE AND LEAVE IN THE INSPECTION BOX FOR PICK UP AT THE FINAL INSPECTION.

A COPY OF THE WINTER GARDEN RE-ROOF AFFIDAVIT SHOULD BE PROVIDED TO YOU WHEN YOU PICK UP YOUR RE-ROOF PERMIT.

IF YOU NEED ADDITIONAL COPIES THEY ARE AVAILABLE AT THE BUILDING DEPARTMENT OR ON OUR WEBSITE [WWW.WINTERGARDEN-FL.GOV](http://www.wintergarden-fl.gov).

THANK FOR YOUR COOPERATION IN THIS EFFORT,

DENNIS TURNER-PLANS EXAMINER  
HAROLD "SKIP" LUKERT-CBO



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### RE-ROOF MITIGATION INSPECTION AFFIDAVIT

PERMIT #: \_\_\_\_\_ DATE: \_\_\_\_\_

I \_\_\_\_\_ LICENSED AS A(N) CONTRACTOR\*/ENGINEER/ARCHITECT/BUILDING INSPECTOR\*,  
(PRINT NAME) (CIRCLE LICENSE TYPE)

ON OR ABOUT \_\_\_\_\_, DID PERSONALLY INSPECT THE  
(DATE & TIME)

ROOF DECK NAILING AND/OR SECONDARY WATER BARRIER WORK AT \_\_\_\_\_  
(CIRCLE ONE) (JOB ADDRESS)

BASED UPON THAT EXAMINATION I HAVE DETERMINED THE INSTALLATION WAS DONE ACCORDING TO THE HURRICANE MITIGATION RETROFIT  
MANUAL (BASED ON F.S. 553.844).

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
LICENSE #

STATE OF FLORIDA, COUNTY OF ORANGE

SWORN TO (OR AFFIRMED) AND SUBSCRIBED BEFORE ME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_

BY \_\_\_\_\_ WHO DID NOT TAKE AN OATH.

\_\_\_\_\_  
SIGNATURE OF NOTARY

PERSONALLY KNOWN \_\_\_\_\_ OR PRODUCED IDENTIFICATION  
TYPE OF ID PRODUCED \_\_\_\_\_

\*GENERAL, BUILDING, RESIDENTIAL, ROOFING CONTRACTOR, OR ANY INDIVIDUAL CERTIFIED UNDER 468 F.S. TO MAKE SUCH AN INSPECTION. INCLUDE PHOTOGRAPHS OF EACH PLANE OF THE ROOF WITH THE PERMIT # OR ADDRESS # CLEARLY SHOWN (MARKED ON THE DECK) FOR EACH INSPECTION.