



**Development Services  
Inspections Division  
1112 Manatee Ave W 4<sup>th</sup> Floor  
Bradenton, FL 34205  
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## Roof Inspections Requirements (Owner-Builder)

Once permit application is issued the applicant will receive a copy of the Permit-Inspections Job Card to be posted at the job site. A copy of the Notice of Commencement is required to be uploaded to the portal and posted to the job site.

The below inspections are required for all residential roof replacements.

### **Roof Express (Shingle, Metal, TPO, Membrane):**

- Roof Sheathing (802): Roof Sheathing/Re-Nailing
- Combined Dry-in Flashing and in Progress (800): 100% of underlayment, 100% of flashing, leave valleys exposed, Portion of starter strip visible, Portion of drip edge visible, up to 50% of roof covering on one or more roof sections.
- Final (803): Roof 100% Complete, all debris cleaned up.

### **Residential Roof Express (Tile):**

- Roof Sheathing (802): Roof Sheathing/Re-Nailing
- Roof Dry-In & Flashing (801): 100% of underlayment, 100% of flashing, 100% roof penetrations.
- Roof In-Progress (804): Up to 50% of roof covering on one or more roof sections, leave valleys exposed, Portion of starter strip visible, Portion of drip edge visible.
- Final (803): Roof 100% Complete, all debris cleaned up.

### **Roof Standard (Shingle, Metal, TPO, Membrane):**

- Roof Sheathing (106): Roof Sheathing/Re-Nailing
- Combined Dry-in Flashing and in Progress (139): Dried in, flashing done, and 50%-75% of shingles in place, leaving the valleys open.
- Final (117): Completed roof, all debris cleaned up.

### **Roof Standard (Tile):**

- Roof Dry-In & Flashing (140): 100% of underlayment, 100% of flashing, 100% roof penetrations.
- Roof In-Progress (132): Up to 50% of roof covering on one or more roof sections, leave valleys exposed, Portion of starter strip visible, Portion of drip edge visible.
- Final (117): Roof 100% Complete, all debris cleaned up.

## Shingle over Shingle Roof or Metal over Shingle

- Can only be done over one layer of shingles.
- **BEFORE YOU START:** You will be required to schedule a Pre-inspection (805-express/156-standard) so the inspector can inspect the roof to make sure it is ok to put shingle on shingle, no blistering or curled up shingles. If the pre-inspection is not scheduled it may result in future inspections not passing or the roof needing to be removed.
- Roof in Progress (804-express/132-standard)- 50%-75% or shingles in place.
- Final (803-express/117-standard) Completed Roof, all debris cleaned up.

**Note: Any re-roof permit that did not receive a sheathing inspection, may receive disapproval at final inspection and may be subject to removing all of the roof covering, to allow inspection of the underlayment and nailing of the sheathing**

### Schedule Inspections:

- Access online portal <https://aca-prod.accela.com/manatee>
- Phone: (941) 749-3047
- Text "schedule" to 833-392-8861