

MIAMI-DADE COUNTY  
**REQUIRED OWNERS NOTIFICATION FOR  
ROOFING CONSIDERATIONS**

It is the responsibility of the roofing contractor to provide the owner with the required roofing permit, and to explain to the owner the content of this form. The owner's initials in the designated space indicates that the item has been explained.

- 1. Aesthetics-workmanship:** The workmanship provisions of Chapter 15 (High Velocity Hurricane Zone) are for the purpose of providing that the roofing system meets the wind resistance and water intrusion performance standards. Aesthetics (appearance) are not a consideration with respect to workmanship provisions. Aesthetic issues such as color or architectural appearance, that are not part of a zoning code, should be addressed as part of the agreement between the owner and the contractor.
  
- 2. Renailing wood decks:** When replacing roofing, the existing wood roof deck may have to be renailed in accordance with the current provisions of Chapter 16 (High Velocity Hurricane Zones) of the Florida Building Code. (The roof deck is usually concealed prior to removing the existing roof system).
  
- 3. Common roofs:** Common roofs are those which have no visible delineation between neighboring units (i.e. townhouses, condominiums, etc.). In buildings with common roofs, the roofing contractor and/or owner should notify the occupants of adjacent units of roofing work to be performed.
  
- 4. Exposed ceilings:** Exposed, open beam ceilings are where the underside of the roof decking can be viewed from below. The owner may wish to maintain the architectural appearance; therefore, roofing nail penetrations of the underside of the decking may not be acceptable. The owner provides the option of maintaining this appearance.
  
- 5. Ponding water:** The current roof system and/or deck of the building may not drain well and may cause water to pond (accumulate) in low-lying areas of the roof. Ponding can be an indication of structural distress and may require the review of a professional structural engineer. Ponding may shorten the life expectancy and performance of the new roofing system. Ponding conditions may not be evident until the original roofing system is removed. Ponding conditions should be corrected.
  
- 6. Overflow scuppers (wall outlets):** It is required that rainwater flow off so that the roof is not overloaded from a build up of water. Perimeter/edge walls or other roof extensions may block this discharge if overflow scuppers (wall outlets) are not provided. It may be necessary to install overflow scuppers in accordance with the requirements of: Chapter 15 and 16 herein and the Florida Building Code, Plumbing.
  
- 7. Ventilation:** Most roof structures should have some ability to vent natural airflow through the interior of the structural assembly (the building itself). The existing amount of attic ventilation shall not be reduced.
  
- 8. Existing Solar Systems:** The re-installation of an existing roof mounted photovoltaic system requires a separate permit. Permit must be obtained in order to finalize the roofing permit.

\_\_\_\_\_  
OWNER'S/AGENTS SIGNATURE

\_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
DATE

\_\_\_\_\_  
CONTRACTOR'S SIGNATURE

\_\_\_\_\_  
PERMIT NUMBER

\_\_\_\_\_  
PROPERTY ADDRESS

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP



OWNER'S AFFIDAVIT OF EXEMPTION
Roof-to-Wall Connection Hurricane Mitigation Retrofit for Existing
Site-Built Single Family Residential Structures

Table with 4 columns: OWNER'S NAME, ROOFING PERMIT NUMBER, DATE, PROPERTY ADDRESS, CITY, STATE, ZIP

Dear Building Official:

I, \_\_\_\_\_ property owner, certify that I am not required to retrofit the
roof-to-wall connections of my building because of one of the following reasons (select one):

- checkbox The building has an insured value of \$300,000 or less. (Provide copy of homeowner's insurance), OR
checkbox Is uninsured or I cannot provide insurance documentation, and the just value of the structure for purposes of ad valorem
taxation is less than \$300,000. (Provide a copy of the Miami-Dade County Property Appraiser's Assessment), OR
checkbox The building was constructed in compliance with the provisions of the Florida Building Code (FBC) or with the provisions
of the 1994 edition of the South Florida Building Code (1994 SFBC). (Provide a copy of the building permit) & (If built
before 1994 provide a compliance letter from a Florida Registered Engineer or Architect), OR
checkbox The roof-to-wall connections at gables ends or all corners cannot be completed for 15% of the cost of roof replacement.
(Provide an estimate of costs for retrofit by a General Contractor)

Signature of Property Owner \_\_\_\_\_

Print Name \_\_\_\_\_

STATE OF FLORIDA COUNTY OF MIAMI-DADE

Sworn to and subscribed before me by means of

checkbox physical presence OR checkbox online notarizations

this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_,

by \_\_\_\_\_

Signature of Notary Public \_\_\_\_\_

Print Name \_\_\_\_\_

NOTARY
(SEAL)

Personally known \_\_\_\_\_

or Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_



AFFIDAVIT OF COMPLIANCE WITH ROOF DECKING ATTACHMENT AND
SECONDARY WATER BARRIER Hurricane Retrofit for Existing Site-Built
Single Family Residential Structures

Form with fields: OWNER'S NAME, ROOFING PERMIT NUMBER, DATE, PROPERTY ADDRESS, CITY, STATE, ZIP

Dear Building Official:

I, \_\_\_\_\_ qualifying agent, certify that the roof decking attachment has
been completed in accordance with Florida Building Code, Existing Volume Section 706.7.1.1 or 706.7.1.2 and a secondary
water barrier has been provided in accordance with Florida Building Code, Existing Volume Section 706.7.2.

Signature of Qualifying Agent \_\_\_\_\_

Print Name \_\_\_\_\_

STATE OF FLORIDA COUNTY OF MIAMI-DADE

Sworn to and subscribed before me by means of

[ ] physical presence OR [ ] online notarizations

this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,

by \_\_\_\_\_

Signature of Notary Public \_\_\_\_\_

Print Name \_\_\_\_\_

NOTARY
(SEAL)

Personally known \_\_\_\_\_

or Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_



AFFIDAVIT OF COMPLIANCE WITH ROOF-TO-WALL CONNECTION
Hurricane Mitigation Retrofit for Existing Site-Built
Single Family Residential Structures

Table with 4 columns: OWNER'S NAME, ROOFING PERMIT NUMBER, DATE, PROPERTY ADDRESS, CITY, STATE, ZIP

Dear Building Official:

I, \_\_\_\_\_ qualifying agent, certify that I have improved the roof-to-wall connections of the referenced property using one of the prescriptive retrofit solutions provided in Florida Building Code, Existing Volume Sections 706.8.1.1 through 706.8.1.7.

Signature of Qualifying Agent \_\_\_\_\_

Print Name \_\_\_\_\_

STATE OF FLORIDA COUNTY OF MIAMI-DADE

Sworn to and subscribed before me by means of

[ ] physical presence OR [ ] online notarizations

this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,

by \_\_\_\_\_

Signature of Notary Public \_\_\_\_\_

Print Name \_\_\_\_\_

Personally known \_\_\_\_\_

or Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_

NOTARY (SEAL)

**Florida Building Code 8th Edition (2023)**

**High Velocity Hurricane Zone Uniform Roofing Application Form for Miami-Dade County**

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**INSTRUCTION PAGE**

**COMPLETE THE NECESSARY SECTIONS OF THE UNIFORM ROOFING PERMIT APPLICATION FORM AND ATTACH THE REQUIRED DOCUMENTS BELOW:**

<b>Roof System</b>	<b>Required Sections of the Permit Application Form</b>	<b>Attachments Required See List Below</b>
Low Slope Application	A,B,C	1,2,3,4,5,6,7
Asphaltic Shingles	A,B,D	1,2,4,5,6,7
Concrete or Clay Tile	A,B,D,E	1,2,3,4,5,6,7
Metal Roofs	A,B,D	1,2,3,4,5,6,7
Wood Shingles and Shakes	A,B,D	1,2,4,5,6,7
Other	As Applicable	1,2,3,4,5,6,7

**ATTACHMENTS REQUIRED:**

1.	Fire Directory Listing Page
2.	From Product Approval: Front Page Specific System Description Specific System Limitations General Limitations Applicable Detail Drawings
3.	Design calculations per Chapter 16, or if applicable, RAS 127 or RAS 128
4.	Other Component Product Approval
5.	Municipal Permit Application
6.	Owner's Notification for Roofing Considerations (Reroofing Only)
7.	Any Required Roof Testing / Calculation Documentation

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Section A (General Information)

Master Permit Number: \_\_\_\_\_

Process Number: \_\_\_\_\_

Contractor's Name: \_\_\_\_\_

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

ROOF CATEGORY

- Low Slope, Mechanically Fastened Tile, Mortar / Adhesive Set Tile, Asphaltic Shingles, Metal Panel/ Shingles, Wood Shingles / Shakes

ROOF TYPE

- New Roof, Repair, Maintenance, Reroofing, Recovering

ROOF SYSTEM INFORMATION

Low Slope Roof Area (ft²), Steep Sloped Roof Area (ft²), Total (ft²)

Are there gas vents on the roof? Yes No If Yes what type? Natural LPX
Is there an existing roof top Solar System? Yes No If yes will it be reinstated? Yes No

Section B (Roof Plan)

Sketch Roof Plan: Illustrate all levels and sections, roof drains, scuppers, overflow scuppers and overflow drains. Include dimensions of sections and levels, clearly identify dimensions of elevated pressure zones and location of parapets.



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Section C (Low Sloped Roof Systems)

Fill in Specific Roof Assembly Components and Identify manufacturer

(If a component is not used, identify as "NA")

System Manufacturer: \_\_\_\_\_

Product Approval # \_\_\_\_\_

Design Wind Pressures, from RAS 128 or Calculations:

Zone 1': \_\_\_\_\_ Zone 1: \_\_\_\_\_ Zone 2: \_\_\_\_\_

Zone 3: \_\_\_\_\_

Max. Design Pressure, from the specific product approval system: \_\_\_\_\_

Deck Type: \_\_\_\_\_

Gauge / Thickness: \_\_\_\_\_

Slope: \_\_\_\_\_

Anchor/ Base Sheet & No. of Ply(s): \_\_\_\_\_

Anchor/ Base Sheet Fastener/ Bonding Material: \_\_\_\_\_

Insulation Base Layer: \_\_\_\_\_

Base Insulation Size and Thickness: \_\_\_\_\_

Base Insulation Fastener/ Bonding Material: \_\_\_\_\_

Top Insulation Layer: \_\_\_\_\_

Top Insulation Size and Thickness: \_\_\_\_\_

Top Insulation Fastener/Bonding Material: \_\_\_\_\_

Base Sheet(s) & No. of Ply(s): \_\_\_\_\_

Base Sheet Fastener/ Bonding Material: \_\_\_\_\_

Ply Sheet(s) and No. of Ply(s): \_\_\_\_\_

Ply Sheet Fastener/ Bonding Material: \_\_\_\_\_

Top Ply: \_\_\_\_\_

Top Ply Fastener/ Bonding Material:

Surfacing:

Fastener Spacing for Anchor/Base Sheet Attachment:

Zone 1' \_\_\_\_\_ " oc @ Laps, # Rows \_\_\_\_\_ @ \_\_\_\_\_ " oc

Zone 1 \_\_\_\_\_ " oc @ Laps, # Rows \_\_\_\_\_ @ \_\_\_\_\_ " oc

Zone 2 \_\_\_\_\_ " oc @ Laps # Rows \_\_\_\_\_ @ \_\_\_\_\_ " oc

Zone 3 \_\_\_\_\_ " oc @ Laps, # Rows \_\_\_\_\_ @ \_\_\_\_\_ " oc

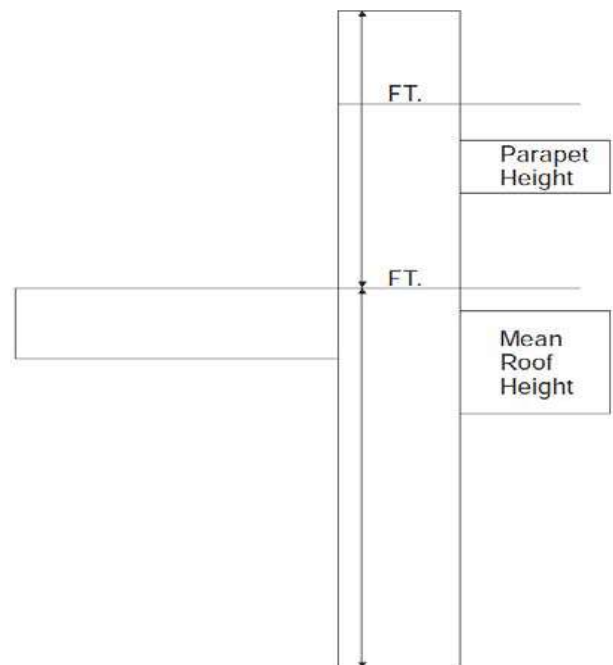
Number of Fasteners Per Insulation Board

Zone 1': \_\_\_\_\_ Zone1: \_\_\_\_\_ Zone 2: \_\_\_\_\_ Zone 3: \_\_\_\_\_

Illustrated Components Noted and Details as Applicable:

Woodblocking, Gutter, Edge Termination, Stripping, Flashing, Continuous Cleat, Cant Strip, Base Flashing, Counterflashing, Coping, Etc.

Indicate: Mean Roof Height, Parapet Height, Height Base Flashing, Component Material, Material Thickness, Fastener Type, Fastener Spacing or Submit Manufactures Details that Comply with RAS 111 and Chapter 16.



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Section D (Steep Sloped Roof System)

Roof System Manufacturer: \_\_\_\_\_

Product Control Number: \_\_\_\_\_

Minimum Design Wind Pressures, From Applicable RAS 127 Table or Calculations:

Zone1: \_\_\_\_\_ Zone 2: \_\_\_\_\_ Zone3: \_\_\_\_\_

Slope Range:  ≥ 2:12 to ≤ 4:12  > 4:12 to ≤ 6:12  > 6:12 to ≤ 12:12

Roof Shape:  All Hip Roof  Gable Roof or Partial Gable/Hip Roof

Deck Type:

Underlayment Type:

Roof Slope:  
\_\_\_\_\_: 12

Insulation:

Fire Barrier:

Ridge Ventilation?  
\_\_\_\_\_

Fastener Type & Spacing:

Cap Sheet Type:

Mean Roof Height: \_\_\_\_\_

Cap Sheet Attachment:

Roof Covering:

Drip Edge Type & Size:



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**Section E (Tile Calculations)**

For Moment based tile systems, choose Method 1. Compare the values for  $M_r$  with the values from  $M_f$ . If the  $M_f$  values are greater than or equal to the  $M_r$  values for each area of the roof, then the tile attachment method is acceptable.

**Method 1\* "Moment Based Tile Calculations per RAS 127"**  
*Enter positive uplift pressures when using this table*

( Zone 1: \_\_\_\_\_ x  $\lambda$  \_\_\_\_\_ = \_\_\_\_\_ ) – Mg: \_\_\_\_\_ =  $M_{r1}$  \_\_\_\_\_ Product Approval  $M_f$ : \_\_\_\_\_  
 ( Zone 2: \_\_\_\_\_ x  $\lambda$  \_\_\_\_\_ = \_\_\_\_\_ ) – Mg: \_\_\_\_\_ =  $M_{r2e}$  \_\_\_\_\_ Product Approval  $M_f$ : \_\_\_\_\_  
 ( Zone 3: \_\_\_\_\_ x  $\lambda$  \_\_\_\_\_ = \_\_\_\_\_ ) – Mg: \_\_\_\_\_ =  $M_{r2n}$  \_\_\_\_\_ Product Approval  $M_f$ : \_\_\_\_\_

**Tile attachment method:**

**Alternate Tile attachment method :**

**\*Method 2 "Simplified Tile Calculations" only applicable in Broward County.**

For Uplift Based tile systems use Method 3. Compare the values for  $F'$  with the values for  $F_r$ . If the  $F'$  values are greater than or equal to the  $F_r$  values for each area of the roof, then the tile attachment method is acceptable.

**Method 3\* "Uplift Based Tile Calculations per RAS 127"**

(Zone 1: \_\_\_\_\_ x L = \_\_\_\_\_ x W = \_\_\_\_\_ ) – ( w ) x cos  $\theta$  \_\_\_\_\_ ) =  $F_{r1}$  \_\_\_\_\_ Product Approval  $F'$ : \_\_\_\_\_  
 (Zone 2: \_\_\_\_\_ x L = \_\_\_\_\_ x W = \_\_\_\_\_ ) – ( w ) x cos  $\theta$  \_\_\_\_\_ ) =  $F_{r2}$  \_\_\_\_\_ Product Approval  $F'$ : \_\_\_\_\_  
 (Zone 3: \_\_\_\_\_ x L = \_\_\_\_\_ x W = \_\_\_\_\_ ) – ( w ) x cos  $\theta$  \_\_\_\_\_ ) =  $F_{r3}$  \_\_\_\_\_ Product Approval  $F'$ : \_\_\_\_\_

<b>Where to obtain information</b>		
<b>Description</b>	<b>Symbol</b>	<b>Where to Find</b>
Design Pressure	Zones 1, 2, & 3	From the applicable Table in RAS- 127 or be an engineering analysis prepared by a PE based upon ASCE 7
Mean Roof Height	H	Job Site
Roof Slope	$\theta$	Job Site
Aerodynamic Multiplier	$\lambda$	Product Approval / Notice of Acceptance
Restoring Moment due to Gravity	$M_g$	Product Approval / Notice of Acceptance
Attachment Resistance	$M_f$	Product Approval / Notice of Acceptance
Required Moment Resistance	$M_r$	Calculated
Minimum Attachment Resistance	$F'$	Product Approval / Notice of Acceptance
Required Uplift Resistance	$F_r$	Calculated
Average Tile Weight	w	Product Approval / Notice of Acceptance
Tile Dimensions	L=Length W= Width	Product Approval / Notice of Acceptance
All calculations must be submitted to the Building Official at the time of permit application.		