



# City of Boynton Beach Building Division

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## ROOF METAL & ROOF SHEATHING INSTALLATION CERTIFICATION (EXISTING DETACHED ONE & TWO FAMILY DWELLINGS ONLY) FOR LICENSED ROOFING CONTRACTORS ONLY

### I. PURPOSE

The purpose of this Policy is to provide a method for certifying installation of roof metal, roof underlayment and re-nailing of roof sheathing on occupied or finished one and two family dwellings. ***This policy applies only to licensed roofing contractors.***

### II. AUTHORIZATION

**Section 104.1 of the Boynton Beach Amendments to the Florida Building Code, Building** as adopted by the City of Boynton Beach, provides that requirements necessary for the public safety, health and general welfare not specifically covered by the standard or the Building Official shall determine other technical codes or policies.

### III. APPLICATION

Qualified applicants may certify the roof metal installation and re-nailing of roof sheathing by preparing an affidavit certifying that the installation of the roof metal and re-nailing of roof sheathing complies with all codes, ordinances, rules and regulations; that the qualifier personally inspected the specific job; and that the roof was installed according to the Florida Building Code, and Existing Building Code, as amended, and the manufacturer's installation instructions.

This affidavit must be presented to the inspector at the next scheduled inspection on-site.

When the roof metal and roof sheathing are not inspected at either a Sheathing, Tin Tag/Roof Metal, or Final Inspection, the Structural Building Inspector will either fail the inspection until certified by the applicant or pass the inspection if the signed affidavit is present at the job site. **Pictures of the re-nailed and repaired roof sheathing and roof metal are not optional.**

When a Final is the only scheduled inspection and an affidavit is supplied, the Inspector shall add the comment, "CERTIFIED," and pass the inspection.

**Inspections are scheduled online at [Building Division | City of Boynton Beach](#). Click the green square to schedule your inspection. All inspections scheduled prior to 3:00 pm will be on the next business day. You will need your 6-digit permit pin and inspection code for and online inspections.**

**Progressive re-roof inspections can be scheduled on line at the provided link above.**

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**LICENSED ROOFING CONTRACTOR AFFIDAVIT**  
**ROOF METAL & ROOF SHEATHING INSTALLATION**  
**(EXISTING DETACHED ONE & TWO FAMILY DWELLINGS ONLY)**  
***The City of Boynton Beach offers progressive inspections – call 742-6355***

**To:** City of Boynton Beach, Florida  
Department of Development - Building Division  
Field Inspection Section  
100 East Ocean Avenue  
Boynton Beach, FL 33435

**Re:** Permit No.

**From:** (Contractor)  
(Contractor's Address)  
(Owner/s Name)  
(Property Address)

**CERTIFICATION SELECTION:** *(Please check all that apply)*

Certification of roof metal installation, flashing, underlayment.

Certification of re-nailing roof sheathing, and removal and replacement of damaged or rotted wood.

Other

I, \_\_\_\_\_, am certified as a roofing contractor (License No. \_\_\_\_\_) and do hereby certify that all roof work (as indicated above) has been performed at the above address in accordance with Chapter 15 of the Florida Building Code, Existing Building, as amended, and Manufacturer's Specifications. I understand that the City of Boynton Beach offers progressive re-roof inspections. I have notified the owner of the property of this affidavit.

Signature of Qualifier

Date

STATE OF FLORIDA, COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this \_\_\_\_\_ (date) by \_\_\_\_\_, who is personally known to me or who has produced \_\_\_\_\_ (type of identification) as identification and who did (did not) take an oath. \_\_\_\_\_ (SEAL)

Signature of person taking acknowledgement

Name of officer taking acknowledgement--typed, printed or stamped

Title or rank

Serial number