City of La Porte
604 W. Fairmont Pkwy.
La Porte, TX 77571

Planning & Development Department

# ROOFING PERMIT APPLICATION

Phone: 281.470.5073
Fax: 281.470.5005
www.laportetx.gov

## 1. PROJECT INFORMATION:

DATE OF SUBMITTAL: _____

PROJECT ADDRESS (If existing): _____

HCAD PARCEL NO(s) 13-digit Tax ID(s): _____

DESCRIBE WORK: _____

BUILDING USE: _____ PROJECT VALUATION: $_____

## 2. PROPERTY OWNER CONTACT INFORMATION:

OWNER'S NAME: _____ PHONE : _____

MAILING ADDRESS: _____

E-MAIL: _____

## 3. CONTRACTOR/AGENT:

☐ ***HOMEOWNER IS CONTRACTOR**

AGENT / CONTRACTOR COMPANY: _____

PHONE 1: _____ PHONE 2: _____

E-MAIL: _____ FAX #: _____

MAILING ADDRESS: _____

CONTACT PERSON'S NAME: _____ PHONE: _____

## 4. APPLICATION CHECKLIST & SUPPORTING DOCUMENTATION (Check applicable boxes):

***If Homeowner is Contractor, must furnish notarized Homestead Affidavit***

- ☐ COMPLETE ITEMS 1 THRU 4 OF PERMIT APPLICATION
- ☐ REVIEW & SIGN ROOFING POLICY (Page 2 of Application)
- ☐ SUBMIT COMPLETED APPLICATION & SIGNED ROOF POLICY
- ☐ UPON PROJECT COMPLETION, SUBMIT COMPLETED "CERTIFICATE FOR ROOFING ACTIVITY" WITHIN 30 DAYS OF PERMIT ISSUANCE

NOTES TO APPLICANT:

1. CONTRACTOR MUST BE REGISTERED WITH THE CITY
2. TO REGISTER WITH CITY, SUBMIT CURRENT CERTIFICATE OF INSURANCE WITH CITY NAME & ADDRESS AS CERTIFICATE HOLDER
3. **NOT A VALID PERMIT UNTIL OWNER/CONTRACTOR IS NOTIFIED OF APPROVAL AND ALL APPLICABLE FEES ARE PAID IN FULL**
4. **IF HOMEOWNER DOES NOT UTILIZE CONTRACTOR TO DO INSTALLATION, THEN GENERAL LIABILITY INSURANCE IS NOT REQUIRED.**

**APPLICANT PRINTED NAME: _____ APPLICANT SIGNATURE: _____**

***(FOR STAFF USE ONLY):***

*Occupancy Type: _____ Flood Zone: _____ Class Work: _____ Taxes?: _____ CE?: _____*

*Construction Type: _____ Use Zone: _____ No. Stories: _____ Sq. Ft.: _____*

***SPECIAL CONDITIONS:***

*1. Permit conditions as per City Policy #P2009-001;*

*2. Owner / Contractor shall be responsible for obtaining pre-shingle inspection (by 3rd party OR city inspector)*

*3. To avoid code enforcement action, Owner/Contractor shall provide final approval certification letter within 30 days of permit issuance.*

*4. For properties east of Hwy 146, contact the Texas Department of Insurance (TDI) for separate, voluntary requirements/inspections that could affect insurance coverage on your new roof.*

☐ *Add Roof Code Enforcement Language*

*Approved for Issuance By: _____ Date: _____*

***PERMIT NO.:** _____ Total Permit Fee: $_____*

# ROOFING POLICY

ORIGINAL ROOF POLICY EFFECTIVE 11-01-09

**POLICY TO CLARIFY ASPHALT ROOF SHINGLES INSTALLATION/INSPECTIONS #P2009-001**

(Effective 06/16/2010; Amended 08/25/2015)

Purpose: To ensure proper installation of asphalt roof shingles for basic wind speed of 120 mph or 150mph for both residential and non-residential structures.

Timing: Permanent policy for use by the public and staff.

Policy: All asphalt roof shingles shall be a minimum of Class F shingles for uplift and installed with nails (regardless of whether the manufacturer allows the use of staples). Nailing shall be in accordance with the manufacturer's printed installation instructions.

Owner and/or contractor shall be responsible for ensuring the use of Class F shingles. The shingle wrapper shall be retained to confirm compliance of applicable material.

**Within 30-days of permit issuance, a final approval on the installed roof is required.** The Owner and/or Contractor shall be responsible for providing the city with certification. *A windstorm WPI-8 certification by the Texas Department of Insurance (for eligible properties)* **–or-** (the provided form certification letter) *certified by either a Texas licensed engineer (original seal/signature required) or an ICC Certified Costal Construction and Floodplain Inspector (certificate#/signature required) may be used.*

**Letter shall certify:** 1) Class F shingles were used; 2) shingles were properly installed with nails (not staples); and 3) the proper number of nails were used. **–or-** Properties E of Hwy 146 (who are eligible for the Voluntary TDI Windstorm Program) may choose to provide the City of La Porte with a copy of the WPI-8 certification showing the roof complies with TDI Inland I (120 mph or 150mph, min Class F Shingles) requirements.

*(Properties W of Hwy 146 are not eligible and need to choose one of the alternate options)*

NOTE: For properties east of Highway 146, compliance with the additional Texas Department of Insurance (TDI) windstorm requirements is **voluntary**. However, many insurance companies require state approval before they will insure roofs, so we recommend you talk with your insurance agent on their requirements. Also, for **requirements/inspections by TDI, you may contact them at #281-474-5025**.

_____ _____

OWNER SIGNATURE DATE

-OR -

_____ _____

CONTRACTOR SIGNATURE DATE

# City of La Porte
# Certification Letter for Roofing Activity

As noted in "Special Conditions" of roofing permit, a final approval on the installed roof is required ***within 30-days of permit issuance.*** The owner and/or contractor shall be responsible for providing the City with this completed certification form letter of if eligible, the WPI-8 Certification from the Texas Department of Insurance. This form shall be completed by a Texas licensed engineer (original seal/signature required) or an ICC Certified Coastal Construction & Floodplain Inspector (certificate #/signature required).

*THIS COMPLETED FORM LETTER CERTIFIES THE FOLLOWING:*

[ X ] A minimum of class F shingles were used.
[ X ] Shingles were properly installed with nails (not staples).
[ X ] The proper number of nails were utilized to achieve 120mph or 150mph (minimum) rating.

_____ _____

**Owner's Name** **Physical Address of the Roofing Job**

## Approved by:

*Texas Department of Insurance (TDI)* Date WPI-8 Received: _____

For properties East of Hwy 146 (who are eligible for the Voluntary TDI Windstorm Program) provide the City of La Porte with a copy of the **WPI-8 Certification** showing the roof complies with TDI Inland I (120 mph or 150 mph min Class F) requirements.

*(Properties West of New Hwy 146 are not eligible for this program and need to choose an option below)*

## --- (OR) ---

Texas Licensed Engineer

_____ _____ _____

Name Date Signature

_____

Address

_____

Phone #

PLACE/SIGN & ORIG. SEAL HERE
(MUST PROVIDE TO CITY)

_____

State License Number

## ---- (OR) ---

*ICC Certified Coastal Construction & Floodplain Inspector*

_____ _____

Name Certificate #

_____ _____

Address Date

_____ _____

Phone # Signature

# WIND LOAD REQUIREMENTS

The following represents the City of La Porte minimum requirements for wind load design criteria as per the International Residential Code and the International Building Code.

**International Residential Code (Residential)**

120 MPH if (ASCE) 7-05 is utilized

150 MPH if (ASCE) 7-10 is utilized

**International Building Code (Commercial)**

| Risk Factor | | |
|---|---|---|
| I. | 140MPH | Utilizing ASCE 7-10 |
| II. | 150 MPH | Utilizing ASCE 7-10 |
| III. & IV. | 160 MPH | Utilizing ASCE 7-10 |

Wind Load Ordinance 2014-3519 **(See Attached)**

Adopted May 12, 2014; Effective May 26, 2014

For more information on Texas Department of Insurance Windstorm requirements, you may contact 281-474-5025

ORDINANCE NO. 2014-3519

**AN ORDINANCE AMENDING CHAPTER 82 OF THE CODE OF ORDINANCES OF THE CITY OF LA PORTE, RELATING TO WIND DESIGN SPEED RATING FOR RESIDENTIAL STRUCTURES; PROVIDING A REPEALING CLAUSE; CONTAINING A SEVERABILITY CLAUSE; FINDING COMPLIANCE WITH THE OPEN MEETINGS LAW; PROVIDING THAT ANY PERSON VIOLATING THE TERMS OF THIS ORDINANCE SHALL BE DEEMED GUILTY OF A MISDEMEANOR AND UPON CONVICTION SHALL BE FINED IN A SUM NOT TO EXCEED TWO THOUSAND DOLLARS; PROVIDING FOR THE PUBLICATION OF THE CAPTION HEREOF; AND PROVIDING AN EFFECTIVE DATE HEREOF.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF LA PORTE, TEXAS:

**Section 1**: That Chapter 82, "Buildings and Building Regulations," Article II, "Building Codes", Section 82-32"Residential Code Amendments", of the Code of Ordinances, La Porte, Texas, is hereby amended to read as follows:

**"Sec. 82-32. Residential Code Amendments.**

*Section R105.2 Work Exempt from Permit.* Plumbing: The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets.

*Table R301.2(1) Climatic and Geographic Design Criteria.* Establishment of criteria in accordance with table shown.

| Ground Snow Load | Wind Design | | Seismic Design Category "f" | Subject to Damage From | | | Winter Design Temp "e" | Ice Barrier Under-layment Required "h" | Flood Hazards "g" | Air Freezing Index "i" | Mean Annual Temp "j" |
|---|---|---|---|---|---|---|---|---|---|---|---|
| | Speed "d" (mph) | Topographic effects "k" | | Weathering "a" | Frost Line Depth "b" | Termite "c" | | | | | |
| 0 | See Note #1 | No | A | N | 12" | VH | 32° | No | 4-9-87<br>11-6-96<br>6-18-07 | 1500 or less | 67° |

Note #1: For all residential developments, wind design speed rating shall be no less than 120 m.p.h. for IRC Section R301.2.1.1 and for use with Table R.301.2(2), or for use with the methods listed in IRC Section R301.2.1.1, or with methods that utilize ASCE 7-05. The wind design speed rating shall be no less than 150 m.p.h. for any approved methods that utilize ASCE 7-10.

*Section R301.2.1.2 Protection of Openings.* Exterior glazing, in new or building additions, located in windborne debris regions shall have glazed openings protected from windborne debris. Glazed opening protection for windborne debris shall meet the requirements of the Large Missile Test of ASTM E 1996 and ASTM E 1886 referenced therein. Garage door glazed opening protection for windborne debris shall meet the requirements of an approved impact-resisting standard or ANSI/DASMA 115.

*Part VIII, Electrical Chapters 34-43 (E3401 thru E4304.5)* are deleted in their entirety."

**Section 2**: That Chapter 82, "Buildings and Building Regulations," Article II, "Building Codes", Section 82-33 "Building Code Amendments", of the Code of Ordinances, La Porte, Texas, is hereby amended to read as follows:

**"Sec. 82-33. – Building Code Amendments.**

The building code adopted in section 82-31 of this article shall be amended to read as follows:

*Section 101.1 Title.* These regulations shall be known as the Building Code of the City of La Porte, hereinafter referred to as "this code".
*Section 419 Live/Work Units.* Deletion of entire section (Sections 419.1 thru 419.9)
*Chapter 16,* Basic wind speed for the City shall be as follows:
*Figure 1609A, Ultimate Design Wind Speed (3-Second Gust)* – 150 M.P.H.
*Figure 1609B, Ultimate Design Wind Speed (3-Second Gust)* – 160 M.P.H.
*Figure 1609C, Ultimate Design Wind Speed (3-Second Gust)* – 140 M.P.H.
*Section 27 Electrical.* Chapter (Sections 2701 thru 2702.3) is deleted in its entirety.
*Section 28 Mechanical Systems.* Chapter (Section 2801) is deleted in its entirety."

**Section 3**: All ordinances or parts of ordinances inconsistent with the terms of this ordinance are hereby repealed; provided, however, that such repeal shall be only to the extent of such inconsistency and in all other respects this ordinance shall be cumulative of other ordinances regulating and governing the subject matter covered by this ordinance.

**Section 4:**Should any section or part of this ordinance be held unconstitutional, illegal, or invalid, or the application to any person or circumstance for any reasons thereof ineffective or inapplicable, such unconstitutionality, illegality, invalidity, or ineffectiveness of such section or part shall in no way affect, impair or invalidate the remaining portions thereof; but as to such remaining portion or portions, the same shall be and remain in full force and effect and to this end the provisions of this ordinance are declared to be severable.

**Section 5**. Any person, as defined in Section 1.07 (27), Texas Penal Code, who shall violate any provision of the ordinance, shall be deemed guilty of a misdemeanor and upon conviction shall be punished by a fine not to exceed TWO THOUSAND DOLLARS ($2,000.00).

**Section 6.** The City Council officially finds, determines, recites and declares that a sufficient written notice of the date, hour, place and subject of this meeting of the City Council is posted at a place convenient to the public at the City Hall of the city for the time required by law preceding this meeting, as required by Chapter 551, Tx. Gov't Code; and that this meeting has been open to the public as required by law at all times during which this ordinance and the subject matter thereof has been discussed, considered and formally acted upon. The City Council further ratifies, approves and confirms such written notice and the contents and posting thereof.

**Section 7**. This Ordinance shall be effective fourteen (14) days after its passage and approval. The City Secretary shall give notice of the passage of this ordinance by causing the caption hereof to be published in the official newspaper of the City of La Porte at least once within ten (10) days after passage of this ordinance.

PASSED AND APPROVED this the 12th day of May, 2014.

CITY OF LA PORTE

By: _____

Louis R. Rigby, Mayor

ATTEST:

Patricia Dogarty

City Secretary

APPROVED:

_____

Assistant City Attorney