



14669 Fitzgerald Blvd N
 Hugo, MN 55038
 PHN: (651) 762-6300
 FAX: (651) 762-6344
 www.ci.hugo.mn.us

Re-Roof Commercial Permit

Property Type:	<input type="checkbox"/> Commercial Building <input type="checkbox"/> IBC Residential
Construction Type:	<input type="checkbox"/> Replacement <input type="checkbox"/> Repair (over 100 square feet)
Job Site Address:	Street Number <input style="width: 50px;" type="text"/> Street Name <input style="width: 250px;" type="text"/> Unit <input style="width: 50px;" type="text"/> Parcel ID <input style="width: 100px;" type="text"/> Lot <input style="width: 30px;" type="text"/> Block <input style="width: 30px;" type="text"/> Subdivision <input style="width: 550px;" type="text"/>
Applicant Type:	<input type="checkbox"/> Contractor
Contractor Detail:	Company Name <input style="width: 550px;" type="text"/> Contact First Name <input style="width: 250px;" type="text"/> Mobile/Text # <input style="width: 100px;" type="text"/> Contact Last Name <input style="width: 250px;" type="text"/> Office Phone # <input style="width: 100px;" type="text"/> Street Number <input style="width: 50px;" type="text"/> Street Name <input style="width: 250px;" type="text"/> Unit <input style="width: 50px;" type="text"/> City <input style="width: 250px;" type="text"/> State <input style="width: 50px;" type="text"/> Zip <input style="width: 50px;" type="text"/> Contact Email <input style="width: 250px;" type="text"/> License Number <input style="width: 100px;" type="text"/>
Owner Detail:	Owner First Name <input style="width: 200px;" type="text"/> Owner Last Name <input style="width: 200px;" type="text"/>
Project Summary:	<input style="width: 650px; height: 20px;" type="text"/>
Structure Type:	<input type="checkbox"/> Commercial <input type="checkbox"/> Residential (not IRC 1309) <input type="checkbox"/> Educational <input type="checkbox"/> Industrial <input type="checkbox"/> Institutional
Installation Type:	<input type="checkbox"/> Recovering (overlay) <input type="checkbox"/> Replacement (tear off)
	<p>1510.2 Structural and construction loads. Structural roof components shall be capable of supporting the roof-covering system and the material and equipment loads that will be encountered during installation of the system.</p> <p>1510.3 Recovering versus replacement. New roof coverings shall not be installed without first removing all existing layers of roof coverings down to the roof deck where any of the following conditions occur:</p> <ol style="list-style-type: none"> 1. Where the existing roof or roof covering is water soaked or has deteriorated to the point that the existing roof or roof covering is not adequate as a base for additional roofing. 2. Where the existing roof covering is wood shake, slate, clay, cement or asbestos-cement tile. 3. Where the existing roof has two or more applications of any type of roof covering. <p>Exceptions:</p> <ol style="list-style-type: none"> 1. Complete and separate roofing systems, such as standing-seam metal roof systems, that are designed to transmit the roof loads directly to the building's structural system and that do not rely on existing roofs and roof coverings for support, shall not require the removal of existing roof coverings. 2. Metal panel, metal shingle and concrete and clay tile roof coverings shall be permitted to be installed over existing wood shake roofs when applied in accordance with Section 1510.4. 3. The application of a new protective coating over an existing spray polyurethane foam roofing system shall be permitted without tear-off of existing roof coverings. 4. Where the existing roof assembly includes an ice barrier membrane that is adhered to the roof deck, the existing ice barrier membrane shall be permitted to remain in place and covered with an additional layer of ice barrier membrane in accordance with Section 1507.
Material Type:	<input type="checkbox"/> Asphalt <input type="checkbox"/> Metal <input type="checkbox"/> Modified Bitumen Roof System <input type="checkbox"/> Built-up Roof System <input type="checkbox"/> Other <input style="width: 100px;" type="text"/>
Required Documents:	Scope of Work statement. Manufacturers Installation & Specification Details. Engineering (may also be required by Building Dept.).
Valuation:	Estimated Value of Labor and Materials <input style="width: 100px;" type="text"/> \$ <input style="width: 100px;" type="text"/>

<p>Permit becomes void if work does not begin within 180 days or is suspended at any time for over 180 days. Permits issued and inspections made by the city are a public service and do not constitute any representation, guarantee, or warranty, either implied or expressed, to any person as to the condition of the building or conformance to applicable construction codes. The Undersigned acknowledges that this application has been read and that the above is correct and agrees to comply with all the ordinances and laws of the City of Hugo. Periodic and/or a final inspection of this work are required by the Minnesota State Building Code.</p> <p>It is the responsibility of the applicant to call the City of Hugo Building Department at 651-762-6300 to schedule an inspection.</p> <div style="display: flex; justify-content: space-around; margin-top: 20px;"> <div style="border: 1px solid black; width: 30%; height: 30px; margin-bottom: 5px;"></div> <div style="border: 1px solid black; width: 15%; height: 30px; margin-bottom: 5px;"></div> </div> <div style="display: flex; justify-content: space-around; margin-top: 5px;"> Applicant Signature Date </div>	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black;">Calculated Permit Fee:</td> <td style="border: 1px solid black; text-align: right;">\$ <input style="width: 80px;" type="text"/></td> </tr> <tr> <td style="border-bottom: 1px solid black;">State Surcharge:</td> <td style="border: 1px solid black; text-align: right;">\$ <input style="width: 80px;" type="text"/></td> </tr> <tr> <td style="border-bottom: 1px solid black;">Technology Fee:</td> <td style="border: 1px solid black; text-align: right;">\$ <input style="width: 80px;" type="text"/></td> </tr> <tr> <td style="border-bottom: 1px solid black;">Total Permit Cost:</td> <td style="border: 1px solid black; text-align: right;">\$ <input style="width: 80px;" type="text"/></td> </tr> <tr> <td style="border-bottom: 1px solid black;">Permit No.:</td> <td style="border: 1px solid black; text-align: right;"><input style="width: 80px;" type="text"/></td> </tr> <tr> <td>Date Rec'd:</td> <td style="border: 1px solid black; text-align: right;"><input style="width: 80px;" type="text"/></td> </tr> </table>	Calculated Permit Fee:	\$ <input style="width: 80px;" type="text"/>	State Surcharge:	\$ <input style="width: 80px;" type="text"/>	Technology Fee:	\$ <input style="width: 80px;" type="text"/>	Total Permit Cost:	\$ <input style="width: 80px;" type="text"/>	Permit No.:	<input style="width: 80px;" type="text"/>	Date Rec'd:	<input style="width: 80px;" type="text"/>
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