

**TOWN OF EAST GRANBY**  
**ADDITIONAL REQUIRED ROOFING PERMIT INFORMATION**

1. Is this to be a re-roof over an existing roof? Yes\_\_\_ No \_\_\_  
If yes, how many layers exist? \_\_\_\_\_
2. Is the existing roof to be stripped? Yes\_\_\_ No \_\_\_
3. What are the existing roof materials? \_\_\_\_\_
4. Will there be any structural modifications? Yes\_\_\_ No \_\_\_
5. Is the existing roof sheathing being replaced? Yes\_\_\_ No \_\_\_
6. Will there be new sheathing over the existing? Yes\_\_\_ No\_\_\_
7. What materials will be used for the new roof? \_\_\_\_\_  
20yr\_\_\_\_\_ 30yr\_\_\_\_\_ 40 yr\_\_\_\_\_ Lifetime\_\_\_\_\_
8. Is a ridge vent to be installed? Yes \_\_\_ No \_\_\_
9. Will an ice & water shield be installed? Yes \_\_\_ No \_\_\_

**GUIDELINES FOR ROOFING PERMITS**

1. The applicant will fill out a building permit application.
2. The contractor or owner may apply for the permit. If the contractor applies, we require proof of the proper license and insurance. If you apply as homeowner, you should require the same from whomever you hire but be aware that as the permit holder, you are responsible for the work being performed – not the contractor.
3. Almost all roof work requires a permit. A “layer on layer” is allowed but two layers is the maximum. A repair to a small area of the roof does not require a permit.
4. When stripping the existing layer, the roofer should be checking for any damage to the framing and replace as needed. Tar paper is required before the shingles are placed. New roofs require the installation of a ridge vent and ice/water shields.