



City of North Miami Beach, Florida

BUILDING DEPARTMENT

PROCEDURES OF FLAT ROOF PERMITS

- 1) Comply with section 1519 of the Florida Building Code.
- 2) Submit completed sections "A", "B" & "c" of the roofing application form of section 1525 of the Florida Building Code.
- 3) Submit copies of Notice of Acceptance for the roofing assembly from Miami-Dade Building Code Compliance Office. Highlight all the roofing components used and make sure they correspond with the information provided in section "C" of the roofing application form.
If a Florida Approval is submitted, comply with Rule 913-72.070 of the Florida Administrative Code for any State Approved product which states that:

"An evaluation report from a Florida Registered Architect or a licensed Florida Professional Engineer developed and signed and sealed, based upon standard tests or standard comparative or rational analysis, or a combination thereof and indicates that the product was evaluated to be in compliance with the Code and that the product is, for the purpose intended, at least equivalent to that required by the Code. "

- 4) If the building has parapets then roof drainage has to be addressed in accordance with section 1617 of the Florida building Code.
- 5) Using overflow drains & scuppers and secondary drainage system, prevent accumulation of rain water.
- 6) The overflow scupper size is a function of the roof area. It shall be sized in accordance with the figure 1617.3 of the Florida Building Code.
- 7) Provide a minimum of 4" x 4" overflow scupper in the parapet wall.
- 8) The bottom of the overflow scupper shall be placed 2" above and not more than 4" above the low point of the finished roofing surface.
- 9) The location and the elevation of the overflow scuppers shall be shown on section "B" and "C" of the roofing application form, respectively.
- 10) The parapet details shall be installed in accordance with the product approval, manufactured published literature and protocol RAS 111 of the Florida Building Code.