

PARISH OF ASCENSION

BUILDING DEPARTMENT



Reroof Permit Application

Please provide ALL information below for review. This document will not be accepted if not complete.

Project Location

Municipal Address: _____

State, Zip: _____ Unit #: _____ Subdivision: _____

Contractor/Applicant Information

Name: _____ Phone: _____

Municipal Address: _____

State, Zip: _____

State License Number: _____ Parish License Number: _____

Property Owner

Name: _____ Phone: _____

Email: _____

Street Address: _____ State, Zip: _____

Type of Structure

Residential ____ Commercial ____

Required Documents

1. Signed Contract
2. Reroofing Information Form
3. Louisiana Contractor's License
4. Photographs (If work is completed)

Signature: _____

I am the authorized agent/ owner of subject property. I have read and understood the above stipulations and I agree to comply with all standards as required by the codes and regulations as set forth in local and state law.

615 E Worthey Street

Gonzales, Louisiana 70737

Phone: (225) 450-1002 /Web: www.ascensionparish.net/ Email: buildinginfo@apgov.us



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Reroofing Information Form

Permit Number: _____

Do Portions of the roof have a pitch less than 4:12? (Circle one) yes/no

| Existing Roof Material – Reroofs Only (2 Photographs Required) | |
|---|--|
| Material Used _____ | Manufacturer _____ |
| Are Existing Materials Still In Production? (Circle one) yes/no | If no, are existing materials compatible with current production materials (Circle one) yes/no |
| Decking Information (4 Photographs Required) | |
| Decking Material and Thickness _____ | Fastener Type and Size _____ |
| Spacing of Fasteners (Per Linear Foot) Edge _____ | Field _____ |
| Underlayment Information (4 Photographs Required) | |
| Material Used _____ | Manufacturer _____ |
| Fastener Type/Size _____ | Spacing _____ |
| Roofing Materials (6 Photographs Required) | |
| Material Used _____ | Manufacturer _____ |
| Fastener Type/Size _____ | Spacing _____ |
| Accessory Assemblies _____ | |

Applicant Signature _____ Printed Name _____

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Reroofing Information Form Instructions

Photograph Checklist

Effective August 1, 2023, Louisiana HB393 allows a building code enforcement officer to accept photographs that are location verified with geotagging for required roofing and reroofing inspections of any commercial or residential structures.

A geotagged photograph is a photograph which is associated, and marked, with a geographic position such as an address or other geographic location information. To avoid delays or rejections, please ensure each photograph is clear and the location is visible and accurate.

All photographs should be taken in landscape orientation and clearly depict the condition of the of the required subjects. All photographs and this form should be submitted to the document management portal in your MGOCONNECT.ORG account.

Existing Roof Material-Reroofs Only (2 Photographs Required)

- Existing roofing system (Wide Angle)
- Closeup of material with identifying labeling if available.

Decking Photographs (4 Photographs Required)

- Roof Deck installed in accordance with the 2021 IRC and State Amendments (Wide Angle)
- Geo tagged photo of Fastener package and label with size and type clearly visible.
- Geo tagged photo of decking material
- Geo tagged photo of installed Fastener pattern with visible measurement

Underlayment Photographs (4 Photographs Required)

- Underlayment installed in accordance with the 2021 IRC and State Amendments (Wide Angle)
- Geo tagged photo of Fastener package and label with size and type clearly visible.
- Geo tagged photo of Underlayment package
- Geo tagged photo of installed Fastener pattern with visible measurement

Roofing Material Photographs (6 Photographs Required)

- Roofing System installed in accordance with the 2021 IRC and State Amendments (Wide Angle)
- Geo tagged photo of Fastener package and label with size and type clearly visible.
- Geo tagged photo of Roofing Material package with label clearly visible.
- Geo tagged photo of installed Starter Strip
- Geo tagged photo of installed Fastener pattern with visible measurement
- Geo tagged photo of finished roof (wide angle) to include installed accessories (roof vents, drip edge, etc.)

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Fee Schedule:

- Residential: Minimum \$125
- Commercial: Minimum \$150