



# CITY OF ALBUQUERQUE

## Planning Department

### Building and Safety

#### **RESIDENTIAL RE-ROOF PERMIT** **Requirements & Fee Information**

- Residential re-roof permits may be obtained from the Building Safety office located at Plaza Del Sol at 600 2<sup>nd</sup> St., N.W. Suite 190, Albuquerque, NM 87102
- Homeowners submitting a permit application **MUST** reside in the home where work will be completed.
  - Homeowners who do not reside in the home where work will be completed **MUST** hire a New Mexico licensed contractor to complete the work.
  - Homeowners may only submit a permit application for a single-family dwelling.
- **Inspections** - Contractor / Homeowner must request inspections by calling the Building Safety Division at (505) 924-3320, option 1. A one (1) day notice is required for inspection requests.
  - Failure to obtain a permit prior to starting a job may result in a stop work notice and/or a double fee.
  - Access to the property will be required.
  - A core sample may be required to determine how many roofs have been applied.
  - Inspections may be completed by an unmanned device (Drone)
  - Please allow 10 Business days for final results of the inspection to be available.

#### **RESIDENTIAL (R-3 OCCUPANCIES ONLY)**

Administration Fee	\$15.00
Inspection Fee	\$20.00
2% Technology Fee	\$0.07
Total Fees	\$35.07

- Materials and methods of application used for recovering or replacing an existing roof covering shall comply with the requirements of Chapter 9 of the 2015 International Residential Code and the 2015 International Existing Building Code.

**DISCLAIMER:** Handouts should not be used as substitutes for codes and regulations. As an Applicant, you are responsible for compliance with all code and rule requirements, whether or not they are described in the handout. The required drawings will depend upon the size, nature and complexity of the project.