



COMMUNITY DEVELOPMENT DEPARTMENT

2660 Civic Center Drive Roseville, MN 55113

INSPECTION SCHEDULING and GENERAL INFORMATION 651-792-7080

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ROOFING PERMITS

Permit and Inspection Procedures

Residential – all shingled roofs and flat single-family roofs.

1. Building permit required.
2. State license required.
3. Fee based on valuation.
4. Final inspections required with pictures of installed ice and water barrier. Pictures may be emailed to
5. pics@cityofroseville.com or posted on site. If pictures are not available, contractor will be required to meet inspector on site and provide inspector access to roof.
5. One single permit may be issued for an attached townhouse type structure containing separate properties.

Commercial – flat roof applications.

1. Building permit required – plan review (of specifications) also required.
2. Three day performance standard on issuance or responding to applicant.
3. City license required.
4. Fee based on valuation, plan review may be charged.
5. Mid-construction and final inspection required.
 - Mid-construction inspection.
 - Contractor to schedule when re-roofing is in progress so inspector can observe application methods of new materials. It is not necessary to strip entire area (if tear-off) and wait for inspection.
 - Final inspection.
 - Contractor to schedule when roof is complete. Contractor is expected to be on site for final inspection.