Residential (Single-Family Detached/Duplex/Townhome Dwellings)
Roofing Replacement & Repair

Permit Type(s) and Work Class(es)
“Roofing – Single Family/Duplex Dwelling” - “Alteration/Repair”

Notes
• Commonly submitted as a ‘Re-roofing’ permit

Required Sub Permits
• N/A

Required Documents for Permit Application
• City of Charleston Residential Alterations/Additions Application
• Type of roof covering (example: asphalt-shingle, metal standing–seam, etc.).
  o For asphalt-shingle, Type H required unless otherwise specified.
• Manufacturer’s specifications required for metal or elastomeric materials

Applicable Fees
• Application Fee, refer to page 4 on the Building and Trade Permit Fee Schedule
• Plan Review Fee - refer to page 4 on the Building and Trade Permit Fee Schedule
• Building Permit Fee - based on cost of construction of pool/spa, refer to page 4 on the Building and Trade Permit Fee Schedule

Required City of Charleston and South Carolina Licenses
• Homeowner allow to apply for and obtain permit “Roofing – Single Family/Duplex Dwelling” - “Alteration/Repair” permit
  ▪ Required to file with County Register of Deeds if work value exceeds $5,000
• Business License, City of Charleston - Not required for homeowners
• Contractor License, South Carolina – Required by South Carolina Code of Laws

Required [R] / Optional [O] City Division Reviews
• Board of Architectural Review (BAR) [O] - only if project within designated purview or district
• Building Inspections [R]

Required/Optional Field Inspections
• Residential Building Final [R]

Required Non-City Approvals
• N/A

Certificate of Construction Completion
• Not Required, only if requested by applicant