



Permit Number

APPLICATION ROOF CONSTRUCTION

Requirements

Your application **will not be accepted** if any of the below items are missing or incomplete. Incomplete applications will be returned and any paid fees are nonrefundable. To check the status of a permit, email permits@cityofkennedale.com and include the property address and permit type.

- Contractor registered with City of Kennedale – check status by emailing permits@cityofkennedale.com
- If replacing/repairing/adding more than the roof covering (maximum two layers of roofing per building code, must include plans and roof details
- Completed, signed, **legible** application form

Applicant Information *(Serves as primary contact for this permit)*

Applicant Name: _____

Applicant Phone: _____ Applicant Email: _____

Property Owner Information

Owner Name: _____

Owner Phone: _____ Owner Email: _____

Project Information

Property Address: _____

Roofing Material: _____ Square footage: _____ Construction Value: _____

Scope of Work: _____ Residential Commercial

Will existing roofing be covered? Yes No _____

Will any existing decking be replaced? Yes No _____

Will any above-deck insulation be exposed Yes No _____

Contractor Information

Contractor Name: _____

Contractor Company: _____

Contractor Phone: _____ Contractor Email: _____

Applicant Agreement

By signing below, I acknowledge that I have read and completed all applicable requirements. I understand that if I have submitted an incomplete or false application, my application may be rejected and that the fee is nonrefundable.

Signature of Applicant: _____ Date: _____

For Office Use Only		
Completeness Check		
Application form completely filled and signed?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Attached site plan?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Contractor(s) registered?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Fee paid?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Sign _____	Date _____	
Planning and Zoning Review		
Property zoning: _____		
Proposed structure meets setback requirements?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Proposed structure meets material requirements?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Proposed structure meets spatial requirements?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
Sign _____	Date _____	