



May 2, 2019

**Department of Planning,
Zoning & Building**

2300 North Jog Road
West Palm Beach, FL 33411-2741
(561) 233-5000

Planning Division 233-5300
Zoning Division 233-5200
Building Division 233-5100
Code Enforcement 233-5500
Contractors Certification 233-5525
Administration Office 233-5005
Executive Office 233-5228
www.pbcgov.com/pzb




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To: Roofing Industry Stakeholders
From: Doug Wise, Building Official 
Subject: New Detached One and Two-Family Re-Roof Application

In order to better serve our customers, the Building Division recently implemented a streamlined reroofing permitting process. As a result of the initial successes of this effort, we are expanding its use and implementing the process for all new residential single family re-roofing projects. Since new streamlined paperwork has been developed specifically for these projects, effective June 1, 2019, Division staff will no longer accept the old application paperwork for like-for-like re-roofing on detached one or two-family dwellings.

This process will enable County staff to maintain existing levels of code compliance while ensuring a faster turn-around time in receiving your permit. This will also free up staff resources to help us to process other projects more expeditiously. Applicants filing the new forms may obtain a permit while they wait, or on the next business day based upon the applicant's preference

The new application paperwork is available for download on our website in the forms directory at:
http://discover.pbcgov.org/pzb/building/Forms/Expedited_Reroofing_Checlist_and_Worksheet.pdf.

Please review the new paperwork carefully when filling it out. While the majority of detached one and two-family dwellings are eligible, not all projects qualify for the simplified process, and the forms do not apply to attached single family townhouses, multi-family residential, or commercial re-roofing projects.

Division staff will continue to work to simplify our application processes, and we will be revising the other types of re-roofing application and inspection paperwork going forward.

Thank you for your cooperation and understanding in helping us to implement this important change to better serve you.