



ROOF PERMIT

Building Codes Handbook Reference: 218

Permit Fee: None

Unit ____ Lot ____

Excerpt from the CWL ECC Building Code

Handbook:

Approval by the ECC (pg.1):

The ECC or designated authority shall approve or disapprove all proposed improvements within thirty (30) days after receipt by the Candlewood Office of all necessary documents and fees.

All roofs/re-roofs within Candlewood Lake must be an approved Candlewood Lake color and must be approved by ECC. A sample of the color and material must be submitted before permit will be approved. If a metal roof is being put on, the member **must** supply manufacturer documentation showing that the metal roof has a ASTM 1549 Solar Reflectance index of 40 **or** less.

(Board Policy 09.113.14)

Submit this completed form to the Association Office, with the information attached, the ECC will review and then you will be contacted.

Color & Material Chosen - include a sample with this permit

What roof is to be replaced?

Is it a tear-off or lay-over? ☐ Tear-Off ☐ Lay-Over

ORC allows no more than 2 layers.

This permit expires 6 months from date of issue.(See ECC policy 105.1 for additional details.)

By signing below you realize that you and your contractor must adhere to the rules listed above and all rules set forth in the Candlewood ECC Building Codes Handbook.

Property Owner Name (print)

Property Owner Signature

Unit and Lot

Date Submitted

Phone Number

Email

Office must complete information on reverse side to validate permit.

Candlewood Lake Association, Inc.

For Office Use

Date Received _____

Received By: _____ (CWL Office Staff)

Items Received: ☐ Color Samples- sample of the new roof material and color

☐ Manufacturer documentation of SRI value

Permit Request Approved By:

ECC Member Signature _____ Date _____

TWO REQUIRED

_____ Date _____

Coordinator Signature _____ Date _____

Copy to Member: Date: _____ Member Initials: _____ Office Assoc Initials: _____

After construction begins, roof will be inspected for color by an ECC member/Inspector. CWL is only inspecting that the color being applied is the same color approved on this permit. We do not inspect for quality of the roofing job.

*****If the color being applied to the roof is different than what was approved on this permit, a violation will be issued to the property owner. (See approved fee and fine schedule)*****

If the color being applied to the roof is different than what was approved on this permit and is not an ECC approved color, the roof will have to be removed.

Color Inspection	Date inspected:	Inspected by:	Pass or Fail*
Final			

*Comments: _____

Candlewood Lake Association, Inc.