



Instructions for Online E-BUILDING Permit Applications

Currently, select building permits can be applied for on eTRAKIT. For a list of e-permits available, please see our [eTRAKIT Permit Guide](#) for more information.

Reroof permits – Commercial

Alterations to existing roofs shall meet the California Energy Commission’s requirements for radiant barriers (cool roofs) unless exempt. The following roofs are exempt from cool roof installations:

Exceptions... Cool roof is NOT required if:

Any roof	The roof area is covered by building-integrated photovoltaic panels or building-integrated solar thermal panels.		
Low-sloped newly constructed and additions; all alterations	Roof construction has a thermal mass over the roof membrane with a weight of at least 25 lb/ft ² . <i>This includes green roofs (roofs that are covered with vegetation) weighing at least 25 lb/ft², though any portion of the roof not covered with vegetation will need to comply with cool roof requirements if not otherwise exempt.</i>		
Low-sloped Alterations <i>See Table 140.3 for newly constructed projects</i>	Aged solar reflectance <0.63 is allowed provided the maximum roof / ceiling U-factor below is not exceeded.		
	Aged Solar Reflectance	U-factor	
		CZ 1, 3-9	CZ 2, 10-16
	0.62 - 0.60	0.075	0.052
	0.59 - 0.55	0.066	0.048
	0.54 - 0.50	0.060	0.044
	0.49 - 0.45	0.055	0.041
	0.44 - 0.40	0.051	0.039
	0.39 - 0.35	0.047	0.037
	0.34 - 0.30	0.044	0.035
	0.29 - 0.25	0.042	0.034
Low-sloped newly constructed and additions	Wood framed roofs in CZ 3 & 5 with a roof assembly U-factor of 0.034 or lower.		

The following compliance forms must be completed and uploaded with your permit application when applying for an E-BUILDING reroof permit:

[NRCC-ENV-01-E](#): Certificate of Compliance for Envelope Component Approach

[NRCC-ENV-03-E](#): SRI Calculation Worksheet (if necessary)

[NRCI-ENV-01-E](#): Certificate of Installation for Envelope

For more information, please see the [Cool Roofs and Reroof – Commercial](#) guide.

Reroof Permits – Residential

Alterations to existing roofs shall meet the California Energy Commission’s requirements for radiant barriers (cool roofs) unless exempt. The following roofs are exempt from cool roof installations:

Exceptions... Cool roof is NOT required if:

New Construction and Additions	
Any slope	The roof area is covered by building-integrated photovoltaic panels or building-integrated solar thermal panels
Any slope	Building has no ducts in the attic
Any slope	Roof construction has a thermal mass over the roof membrane with a weight of at least 25 lb/ft ²
Any slope	Roof is on addition ≤300 ft ²
Alterations where >50% of the roof is replaced	
Steep slope	An air-space of 1.0 inch is provided between top of roof deck and bottom of roofing product
Steep slope	Existing ducts in the attic are insulated and sealed according to §150.1(c)9
Steep slope	Building has a radiant barrier in the attic meeting the requirements of §150.1(c) This includes green roofs (roofs that are covered with vegetation) weighing at least 25 lb/ft ² , though any portion of the roof not covered with vegetation will need to comply with cool roof requirements if not otherwise exempt.
Steep slope	Building has at least R-38 ceiling insulation
Steep slope	Roofing product profile ratio of rise to width is at least 1:5 for ≥50% of the width of the roofing product
Steep slope	R-2 or greater insulation above the roof deck in Climate Zones 10-15
Low slope	The aged solar reflectance can be traded off with additional insulation added at the roof deck as per Table 150.2-B (See Table 3)

The following compliance forms must be completed and uploaded with your permit application when applying for an E-BUILDING reroof permit:

[CF1R-ALT-01-E](#): Certificate of Compliance – Residential Alterations

[CF1R-ENV-04-E](#): Certificate of Compliance – Solar Reflectance Index Calculation Worksheet

[CF2R-ENV-04-E](#): Installation Certificate for Roofing

For more information, please see the [Cool Roofs and Reroof – Residential](#) guide.