



The City of  
**MIDWEST CITY**  
COMMUNITY DEVELOPMENT DEPARTMENT

Christine Allison, Chief Building Official

ENGINEERING DIVISION  
Patrick Menefee, City Engineer  
CURRENT PLANNING DIVISION  
Kellie Gilles, Current Planning Manager  
COMPREHENSIVE PLANNING  
Julie Shannon, Comprehensive Planner  
BUILDING INSPECTION DIVISION  
Christine Allison, Building Official  
GIS DIVISION  
Kathy Spivey, GIS Coordinator

February 21, 2018

To: Roofing Contractors

RE: City of Midwest City  
Required Roofing Licenses and Permits

As Oklahoma spring weather approaches the City of Midwest City would like to make you aware municipal code was amended on July 11, 2017 to require a permit for all existing structures requiring new roofs or repairs, as well as requiring all roofing contractors to obtain a license through the city prior to completing any work. A preliminary or "rough" inspection is optional, but a final inspection is required once work is completed.

Permit Fees: \$25.00, required for all existing buildings in Midwest City. The permit card must be displayed so that it is visible from a public street.

Roofing Contractors License: Any person or company wishing to engage in the practice of repairing or re-roofing residential and commercial buildings in the City of Midwest City must first register with the City and comply with all regulations set forth in Title 158. Construction Industries Board, Chapter 85, Roofing Contractor Registration Regulation. Current registration with Oklahoma Construction Industries Board, Insurance verification showing general liability in the amount of \$500,000 for residential construction and \$1,000,000 commercial construction, as well as proof of workman's comp insurance and valid photo identification must be provided.

Construction Requirements: The City of Midwest City adopted the 2015 International Residential Code on 7/11/17, Ordinance No.3309. Roof coverings shall be installed as per Section R 905 as written in this section (including manufacturer's installation instructions). Roof sheathing shall comply with Section R 803 for lumber sheathing and wood structural panel sheathing. A solid sheathed roof, whether lumber sheathing or structural panel sheathing is required.

Reroofs shall comply with Section 908. The roof must be one that is structurally sound, free of damage and meets the maximum gap requirements of the manufactures installation instructions.

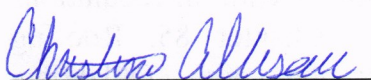
Section 907.2 Structural and construction loads, states the structural roof components shall be capable of supporting the roof covering system and the material and equipment loads that will be encountered during installation of the roof covering system. Roof decking that sags from the weight of the present roof covering is not capable of meeting the requirements of Section 908.2 and must be replaced with material that will comply with Section 908.2 of the 2015 IRC as adopted by the City of Midwest City.

If you have any questions or concerns please contact our office at the information below.

If you wish to obtain your Midwest City Roofing License please contact our office or send the above requested documents to the email address listed below, along with the business and individual's name, business information (ex. Address phone number) and contact information for payment once received.

Community Development  
Building Division  
(405)739-1210 or 1211  
Commdev@midwestcityok.org

Sincerely,



Christine Allison, MPA  
Chief Building Official  
Community Development