



City of Salinas

COMMUNITY DEVELOPMENT DEPARTMENT • 65 W. Alisal St • Salinas, California 93901

(831) 758 - 7251 • www.cityofsalinas.org

RESIDENTIAL SIMPLE RE-ROOF (REMOVE AND REPLACE) CHECKLIST

The information provided in this document is general and intended as a guide. Due to the variation in each project, additional items may be required by the plan's examiner during plan check review. Prior to starting the paperless permit application, it is highly recommended that the applicant gathers the items listed below.

Ready to start your application? Click Here: salinas-ca-us.avovecloud.com

LIST OF REQUIREMENTS	
GENERAL	Create a User Account or Login to Salinas Paperless Permits and Start a new SIMPLE permit application, then select REROOF
	For an online guide on how to apply visit https://www.cityofsalinas.org/files/sharedassets/city/v/1/residents/documents/paperless_building_permit_applicant_guide.pdf
	Smoke and Carbon Monoxide Affidavit, complete, sign, and upload to the Documents file tab https://www.cityofsalinas.org/files/sharedassets/city/v/1/community-development/documents/2023-smoke-and-carbon-affidavit.pdf
	If a different material is being proposed, please provide the specifications, weight, and color sample and upload to the documents file tab
	If the scope of work exceeds a simple remove and replace, additional documents may be required.
REQUIRED INFORMATION	Provide Roof Assembly Information: <ul style="list-style-type: none"> • Existing Roof Material • If replacing sheathing, provide type and thickness • Type of underlayment • New roofing material • Approximate square footage
FEEES	CITY OF SALINAS FEES: Building permit fees are based upon the fee and charge report set by the Salinas City Council, found on the City Wide Fee Schedule

The City is required by law to enforce numerous Federal, State and local construction and development regulations to ensure that your project is safe and an asset to the community. Other divisions, departments or outside agencies may have additional requirements for your project.

Division Contact Information:

Planning	831-758-7206	currplanwebmail@ci.salinas.ca.us
Building	831-758-7251	epermit@ci.salinas.ca.us
Paperless Permit		paperlesspermit@ci.salinas.ca.us