



WESTMINSTER

## Building Division

### Interpretations, Policies & Procedures

Date: April 2009, Revised August 2012  
Subject: Residential Roof Maintenance and Repair  
From: Dave Horras, Chief Building Official

---

The International Residential Code, as adopted by the City of Westminster, does not provide guidance or clarification as to what defines roof covering maintenance or repair versus replacement. In this absence, the City of Westminster has generated the following criteria as a means to distinguish between the two terms.

**MAINTENANCE and REPAIR:** When a building of any size is subjected to cumulative roof covering damage less than or equal to one square (one-hundred square feet) of roof covering material, correction of damaged areas is considered “maintenance or repair” and a building permit is not required.

**REPLACEMENT:** When a building of any size is subjected to cumulative roof covering damage exceeding one square (one-hundred square feet), correction of the damage is considered a replacement and the roof covering shall be replaced in its entirety. Where damage is limited to an individual plane or planes of a building’s roof, the entire damaged plane or planes of the roof covering can be replaced individually without replacement of the roof covering on the entire building.

Replacement of roof coverings requires a building permit and compliance with section R907 of the International Residential Code, as adopted by the City of Westminster.

Interpretation of this policy shall be the authority of the Chief Building Official