

TOWN OF HILLSBOROUGH

SAN MATEO COUNTY

Planning Office
650/375-7411
Fax: 650/375-7415



1600 Floribunda Avenue
Hillsborough
California 94010

ROOFING APPLICATION

To use a roofing product which is not on the Town's Pre-Approved Roofing List

There is a "pre-approved" list of roofing products (attached) which may be used for any re-roofing job in Hillsborough. To use a roofing product (manufacturer, style, color) which is not on the list, the product must either be approved by the Planning staff (because it looks similar to a pre-approved product), or approved by the Architecture and Design Review Board (ADRB).

Please keep in mind that the ADRB looks for quality roofing materials with a high definition, a natural look, that are proven products, and the style of which relates to the style of the house. For example, a "Spanish" S-shaped tile roofing product will probably not be approved on a California Ranch style house. The Board is generally not supportive of the use of metal roofing products, especially those which are designed to look like shakes or other products.

To apply for consideration by the ADRB, submit the following:

- Eight (8) copies of the completed application and data sheet (attached).
- Eight (8) color photographs (or sets of photographs) showing the complete front of the house, its design and the roof. Polaroid photographs are not acceptable. If it is not possible to take photos showing the roof in relation to the house design, in lieu of the photos, copies of the front architectural elevation may be submitted.
- Eight (8) copies of the manufacturer's brochure with the product style and color highlighted.
- Eight (8) copies of a list of addresses in Hillsborough or neighboring communities having the material and color currently installed.

All of the above shall be collated and attached as eight (8) complete identical sets with the project address printed clearly on the outside.

- One (1) sample of the roof material and color (maximum size - 8.5" x 11"). You are encouraged to bring larger sample(s) to the meeting.
- A non-refundable application fee – see fee schedule.
- Electronic files of application materials.

Call 375-7411 to schedule an appointment to submit the completed application. When the application is submitted, instructions will be given to the applicant regarding preparing the required public notices for the ADRB public hearing. Only complete applications can be accepted.

If you have any questions, please call the Planning Office, 375-7411.

**Roofing with a Material/Style/Color
Which is Not on the Pre-Approved List**

Please print clearly or type

Site Address: _____

Proposed Roof Material (Manufacturer, style, color): _____

Property Owner(s): Mr. / Mrs. / Ms. / Mr. & Mrs. / Dr.
(please circle)

(print name)

Signature Authorizing Application: _____

Mailing Address (if different from site):

Phone: _____ Fax: _____

Contractor or other contact person: _____

Phone: _____ Fax: _____

Email Address: _____

Who will be preparing the public notice mailings?:

Phone: _____ Fax: _____

Email Address: _____

Roofing Application Data Sheet

When considering a proposal for the use of a roofing product which is not on the pre-approved list, the ADRB considers the style and design of the house, the compatibility of the product with the neighborhood and the level of visibility of the particular roof. In order to document the information necessary for the Board to consider and take action on the application, please supply the following information:

What is the architectural style of the house (ranch, Mediterranean, modern, etc.)?

List the addresses of homes within the immediate vicinity which have the same, or visually similar, roofing product (you may need to research Building Department records to provide the roofing product information):

Address:

Material:

What is the slope of the roof proposed for re-roofing? _____

If you acknowledge that the proposed product is not compatible with the neighborhood, but you seek approval based on the presumption that the roof is not visible, provide eight (8) sets of clear photographs taken from all vistas to document that the roof is not visible. Polaroid photos are not acceptable for this demonstration.

Attachment: Pre-Approved Roofing List

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Roofing Materials That Have Been Pre-Approved by the Architecture and Design Review Board

Revised October 2007

Class "A" installation is required.

Re-roofing projects that involve "in kind" replacement of roofing on an existing structure (i.e., same roofing material and color such as replacement of a cedar shake roof with a new cedar shake roof) as part of regular property maintenance do not require review by the Architecture and Design Review Board (ADRB) or Planning Department. However, re-roofing that substantially alters the appearance of the roof may require design review. When applying for design review approval by the ADRB for a new house or an addition, an applicant can propose to use any roofing material the owner wishes.

"Spanish" clay roofing tiles, or other "C" or "S" shaped tiles, can only be approved on Mediterranean-style houses. If you wish to install this type/style of roofing on a house which is not of a Mediterranean architectural style, approval by the ADRB is required.

The following list is intended for **re-roofing** jobs that would use other than a like material and/or color. The materials on this list have been pre-approved because they have natural colors and have a high definition. Manufacturers often change the color names of roofing materials, therefore, if you wish to use a different product that looks similar to something on this list, please bring in a sample for review by Planning staff. Most products of similar color and style can be approved administratively by staff.

AMERICAN SLATE COMPANY

Colors Approved: China Grey, Strata Grey, English Grey, Estate Grey, Black,
Sea Green & China Multicolor

CERTAINTED (*Composition*) Grand Manor ShingleTM

Colors Approved: Black Pearl, Brownstone, Stonegate Gray & Heirloom Silver

Presidential Shake and Presidential Shake TL Ultimate

Colors Approved: Autumn Blend, Aged Bark, Charcoal Black, Shadow Gray
& Country Gray

Landmark Plus (40-year)

Colors Approved: Aged Bark & Moire Black

Landmark TL Ultimate and Landmark Premier (50-year)

Colors Approved: Aged Bark & Graphite

EAGLELITE & EAGLE EVERLAST SYSTEMS *(Tile)*

Ponderosa Series

Colors Approved: Oakwood (Brown/Brown), Gray/Brown Range & Charcoal Range

Evershake

Colors Approved: Dark Brown (one available color)

ECHEGUREN SLATE

Colors Approved: China Strata Gray & China Black

ELK *(Composition)*

Prestique Plus Series

Colors Approved: Sablewood & Weatherwood

ETERNIT SLATE

Colors Approved: Blue Black & Grey Green

FIRE FREE

Rustic Shake

Colors Approved: Walnut

Quarry Slate

Colors Approved: Gray/Green Blend (60% Weathered, 20% Charcoal, 20% Vermont)
Gray Blend (75% Charcoal, 25% Weathered)

GAF *(Composition)*

Timberline (40 year) and Timberline Ultra (Lifetime)

Colors Approved: Weathered Wood Blend, Charcoal Blend & Mission Brown Blend

Grand Sequoia

Colors Approved: Charcoal Blend, Mesa Brown Blend, Weathered Wood Blend
& Autumn Brown Blend

Grand Canyon

Colors Approved: Black Oak, Sedona Sunset, Stone Wood & Mission Brown

Grand Slate

Colors Approved: Welsh Gray, Sheffield Black, Middlebury Brown & Bristol Gray

Camelot

Colors Approved: Aged Oak, Sheffield Black, Welsh Gray & Olde Pewter

MONIER LIFETILE

CedarLite Series

Colors Approved: Ironwood & Silverwood

Homestead Series

Colors Approved: Dove Brown II, Bark Brown, Shadow Grey & Charcoal

Shake Series

Colors Approved: Shadow Gray, Dove Brown II & Charcoal Blend

Slate Series

Colors Approved: Cobblestone, Lincoln Green & Charcoal

Split Shingle Series

Colors Approved: Brown Blend, Charcoal & Charcoal Brown Blend

OWENS CORNING *(Composition)*

Berkshire Collection (Lifetime)

Colors Approved: Canterbury Black, New Bedford Bronze & Manchester Grey

Oakridge Pro 50 Deep Shadow Shingle

Colors Approved: Estate Grey & Onyx Black

Woodcrest Shingles (50 year)

Colors Approved: Sycamore, Mesquite, Chestnut & Carbon

Woodmoor Shingles (Lifetime)

Colors Approved: Sycamore, Mesquite, Chestnut & Carbon

CEDAR SHAKES may be applied under certain circumstances – see “Hillsborough Fire Code Sections Related to Roofing Materials”, on the following page.

Hillsborough Fire Code Sections **Related to Roofing Materials**

15.20.100 Fire Resistant Roof Standards.

- A. Notwithstanding anything in the California Fire Code to the contrary, an entire roof of Class "A" roof covering as classified by the Uniform Building Code shall be required for (1) any building or structure constructed in the town of Hillsborough after June 30, 1992; and (2) any building or structure for which one or more alterations, replacements, or repairs result in replacement of fifty percent (50%) or more of the roof area for such building or structure; provided, however, that this paragraph shall not apply to any roof covering a detached patio, detached spa, detached shed, or gazebo if the area of such roof is one hundred twenty (120) square feet or less.
- B. Notwithstanding anything in the California Fire Code to the contrary, roofing materials like the existing roofing materials may be used provided that they meet or exceed a Class "B" Fire Resistive Roofing material rating as classified by Underwriters Laboratories when, as a result of one or more alterations, replacements, or repairs, less than fifty percent (50%) of the roof area of a building or structure is to be replaced. When any portion of an existing roof is replaced with a Class "B" rated roofing material or Class "A" wood roof assembly, a manually controlled exterior sprinkler system shall be installed in such a manner as to protect the entire roof.

Should you have any questions regarding this ordinance, please contact the Central County Fire Department at (650) 375-7422.

Cedar Shakes

Instructions for Applying FTX™ Cedar Shakes as a Class "A" Roof Covering System

FTX™ Class "B" labeled red cedar shakes must be applied over ½-inch type X-gypsum board or ¼-inch Dens-Deck (to be used as a substitute for type X-gypsum board when accepted by the local building department). Type X-gypsum board or Dens-Deck may be installed over spaced, or solid, sheathing. If it is installed over spaced sheathing, pre-measure the nailing surface. You must have a solid nailing strip every ten (10) inches. Horizontal joints of the gypsum board must meet on the solid nailing surface. Type X-gypsum board or Dens-Deck is to be used as a nonstructural fire barrier.

If you have questions about this application, please contact the Hillsborough Building Department at (650) 375-7411.