



330 W Church St  
Drawer BC01  
P O Box 9005  
Bartow FL 33831-9005  
(863) 534-6050  
Fax: (863) 534-7655  
BillBraswell@polk-county.net

**Bill Braswell, Chairman**  
Commissioner, District 3

*Board of County Commissioners*

**February 20, 2024**

**Mr. James E. Abercrombie**  
2737 Gibsonia-Galloway Road  
Lakeland FL 33810

**Re: Re-roof Permit (BT-2022-1395)**

**Dear Mr. Abercrombie:**

**You recently approached the Board of County Commissioners, asking that staff review a building matter related to your re-roof permit. In response to that request, the building official researched the matter and has provided the attached written response.**

**Please note that it is the responsibility of the building official to supervise, enforce, and perform inspections on construction and the installation of building systems. (§468.604, Florida Statutes). As such, the building official's determination in these matters constitutes a final decision. Further review is outside of the purview of the Board of County Commissioners.**

**Sincerely,**

**Bill Braswell, Chairman**  
**County Commissioner, District 3**

**attachment**

330 West Church Street  
PO Box 9005 • Drawer GM02  
Bartow, Florida 33831-9005



PHONE: 863-534-6080  
[www.polk-county.net](http://www.polk-county.net)

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**BUILDING DIVISION**

February 12, 2024

James E. Abercrombie  
2737 Gibsonia-Galloway Road  
Lakeland, Florida 33810  
Parcel #: 23-27-22-000000-043060

**Re:** Re-roof Permit (BT-2022-1395)

Mr. Abercrombie,

In reference to the re-roof permit at the subject property located at 2737 Gibsonia-Galloway Road, at this time the permit has not been approved. The Permit has expired and remains locked because the shingle material used on the roof by the roofing contractor does not comply with either the applicable Florida Building Code requirements (FRC 905.2.2) or the manufacturer's roofing material specifications (<https://documents.gaf.com/codes/ul-er21-01-10-31-2022.pdf>). The use of asphalt shingles requires a roof pitch to be at a 2/12 pitch or greater and the roof pitch for this re-roof permit does not appear to meet that requirement.

During the inspection process the roofing final inspection failed multiple times (March 21, 2022 - Roofing final inspection failed, March 23, 2022 - Roofing final inspection failed, April 11, 2022 - Roofing final inspection failed, April 12, 2022 – Permit Locked) because the roof pitch does not meet the applicable Florida Building Code and/or manufacturer requirements. Additionally, I conducted a site visit, evaluated the roof pitch, and agreed with the decision to fail the roofing final inspections. Subsequently, I spoke with the roofing contractor regarding the issue and a potential resolution to the situation, which was then communicated to you by email.

Attached as exhibits are relevant items related to this re-roof permit. Summary report for the permit (A), the inspections and results (B, C & D), when the lock was put on the permit (E), the applicable Florida Building Code Section (F) and email correspondence from me to you on potential resolution (G). If you have any further questions, please do not hesitate to contact us.

Sincerely,

Ryan Wiggins  
Building Official  
Polk County Board of County Commissioners



BT-20...	STATUS	LOCATION	CONTACT	WORKFLOW
Re-roofing...	> Expired 08/04/2...	> 2737 Gl... LAKELA...	> Santos ...	> 7 total Ta ●...

## BT-2022-1395

This record was LOCKED on 2022-04-12.  
 Condition: Severity: Lock  
 Total conditions: 1 (Lock: 1)

[Learn more about this lock and how to resolve it](#)

Menu Reports Help

File Date: [01/26/2022](#)

Application Status: [Expired](#)

Description of Work: [Re-roofing 13 squares of asphalt shingles](#)

Application Detail: [Detail](#)

Application Type: [Re-Roof Permit](#)

Address: [2737 GIBSONIA-GALLOWAY RD, LAKELAND, FL 33810](#)

Owner Name: [ABERCROMBIE JAMES E](#)

Application Name:

Parcel No: [232722000000043060](#)

Contact Info:	Name	Organization Name	Contact T
	<a href="#">Santos Andrade</a>	<a href="#">Homefix Custom...</a>	Applicant

Licensed Professionals Info:	Primary	License Number	License Type	N
	Yes	<a href="#">CCC1332110</a>	Roofing	A

Job Value: [\\$17,990.00](#)

Total Fee Assessed: [\\$193.25](#)

Total Fee Invoiced: [\\$193.25](#)

Balance: [\\$35.00](#)

Custom Fields: **BLD\_TRA\_ROOF**

### GENERAL INFORMATION

Permit initiated by

[Bartow](#)

Is a Gate Code Required for Access

[No](#)

Is this Application a result of a Code Violation

[No](#)



# BT-2022-1395

## Help

**Inspection Type**

Roof Final

**Record #**

[BT-2022-1395](#)

**Inspection Sequence Number**

2313412

**Request Date**

01/26/2022

**Request Time**

12:49

**Inspection Contact Name**

Santos Andrade

**Inspection Contact Phone Number****Request Comment****Scheduled Date**

03/21/2022

**Scheduled Start Time****Display in ACA**

Yes

**Inspection Date**

03/21/2022

**Inspection Time**

03:38 PM

**Result**

Failed-Red Tag

**Department****Inspector**

Johnnie Coleman

**Result Comment**

Missing affidavit form.  
Roof pitch 1-1/2 on 12...do not meet minimum Code requirements for asphalt shingles, inspection failed.  
Recall Roof Final inspection.

**Record Type**

Building/Trades/Re-Roof/NA

**Internal Use Only**

[REC22-00000-0036R](#)



More



# BT-2022-1395

## Help

**Inspection Type**

Roof Final

**Record #**

[BT-2022-1395](#)

**Inspection Sequence Number**

2384472

**Request Date**

03/21/2022

**Request Time**

12:12

**Inspection Contact Name**

Santos Andrade

**Inspection Contact Phone Number****Request Comment****Scheduled Date**

03/23/2022

**Scheduled Start Time****Display in ACA**

Yes

**Inspection Date**

03/23/2022

**Inspection Time**

02:37 PM

**Result**

Failed-Yellow Tag

**Department****Inspector**

Larry Jenkins

**Result Comment**

Inspector measures roof pitch... 1 5/8 drop per 12 units (inch)... roof assembly violates FRC 905.2

**Record Type**

Building/Trades/Re-Roof/NA

**Internal Use Only**

[REC22-00000-0036R](#)



More



# BT-2022-1395

## Help



### Inspection Type

Roof Final

### Record #

[BT-2022-1395](#)

### Inspection Sequence Number

2387814

### Request Date

03/23/2022

### Request Time

12:49

### Inspection Contact Name

Santos Andrade

### Inspection Contact Phone Number

### Request Comment

[Empty text box]

### Scheduled Date

04/11/2022

### Scheduled Start Time

### Display in ACA

Yes

### Inspection Date

04/12/2022

### Inspection Time

01:26 PM

### Result

Failed-Red Tag

### Department

### Inspector

Johnnie Coleman

### Result Comment

Missing permit paperwork and affidavit. Inspection failed.  
Recall Roof Final inspection.

### Record Type

Building/Trades/Re-Roof/NA

### Internal Use Only

[REC22-00000-0036R](#)



More





BT-20...	STATUS	LOCATION	CONTACT	WORKFLOW
Re-roofing...	> Expired 08/04/2...	> 2737 Gl... LAKELA...	▾ Santos ...	> 7 total Ta ●...

## BT-2022-1395

Submit    Reset    Cancel    Help

**Group \***

Building ▾

**Type \***

Stop Work ▾

**Condition Name \***

Permit Lock

**Status**

Condition Not Met(Applied) ▾

**Effective Date \***

04/12/2022

**Resolved Date**

04/12/2022

**Inheritable \***

No

**Applied by Dept \*** [Current Department](#)

Building Permit Tech ▾

**Applied by User \*** [Current User](#)

James Schnell ▾

**Severity**

Lock ▾

**Short Comments** [Standard Comment](#)

Permit Lock per Building  
Official, R.W.

[check spelling](#)

**Action by Dept**

Building Permit Tech ▾

**Action by User**

James Schnell ▾

**Temp Use Expiration Date**



**Display Notice**

- Accela Automation
- ACA
- ACA Fee Estimate Page

**PRIMARY**

**PHONE**

None  
Provided

**SECONDARY**

**PHONE**

(813) 535-  
7714

**EMAIL**

None  
Provided

**ADDRESS**

Tampa, FL 336

(152 mm) o.c. Underlayment shall be attached using annular ring or deformed shank nails with metal or plastic caps with a nominal cap diameter of not less than 1 inch. Metal caps are required where the ultimate design wind speed,  $V_{ult}$ , equals or exceeds 170 mph. Metal caps shall have a thickness of not less than 32-gage sheet metal. Power-driven metal caps shall have a minimum thickness of 0.010 inch. Minimum thickness of the outside edge of plastic caps shall be 0.035 inch. The cap nail shank shall be not less than 0.083 inch for ring shank cap nails. Cap nail shank shall have a length sufficient to penetrate through the roof sheathing or not less than  $3/4$  inch into the roof sheathing.

**R905.1.2 Ice barriers.** Reserved.

**R905.2 Asphalt shingles.** The installation of asphalt shingles shall comply with the provisions of this section or RAS 115.

**R905.2.1 Sheathing requirements.** Asphalt shingles shall be fastened to solidly sheathed decks.

**R905.2.2 Slope.** Asphalt shingles shall be used only on roof slopes of two units vertical in 12 units horizontal (2:12) or greater. For roof slopes from two units vertical in 12 units horizontal (2:12) and less than four units vertical in 12 units horizontal (4:12), double underlayment application is required in accordance with Section R905.1.1.

**R905.2.3 Underlayment.** Underlayment shall comply and be installed in accordance with Section R905.1.1.

**R905.2.4 Asphalt shingles.** Asphalt shingles shall comply with ASTM D3462.

**R905.2.4.1 Wind resistance of asphalt shingles.** Asphalt shingles shall be installed in accordance with Sections R905.2.6 and R905.2.6.1.

**Table R905.2.4.1 Classification of Asphalt Roof Shingles.** Reserved.

**R905.2.5 Fasteners.** Fasteners for asphalt shingles shall be galvanized steel, stainless steel, aluminum or copper roofing nails, minimum 12-gage [0.105 inch (3 mm)] shank with a minimum  $3/8$ -inch-diameter (9.5 mm) head, complying with ASTM F1667, of a length to penetrate through the roofing materials and not less than  $3/4$  inch (19.1 mm) into the roof sheathing. Where the roof sheath-

ing is less than  $3/4$  inch (19.1 mm) thick, the fasteners shall penetrate through the sheathing.

**Exception:** If the architectural appearance is to be preserved from below, an alternate method of attachment complying with the wind load requirements of Chapter 16 of the *Florida Building Code, Building* may be proposed unless otherwise addressed in Chapter 9. The alternative attachment shall be prepared, signed and sealed by a Florida-registered architect or a Florida-registered engineer, which architect or engineer shall be proficient in structural design.

**R905.2.6 Attachment.** Asphalt shingles shall have the minimum number of fasteners required by the manufacturer, but not less than four fasteners per strip shingle or two fasteners per individual shingle. Where the roof slope exceeds 21 units vertical in 12 units horizontal (21:12, 175-percent slope), shingles shall be installed as required by the manufacturer.

**R905.2.6.1 Classification of asphalt shingles.** Asphalt shingles shall be classified in accordance with ASTM D3161, TAS 107 or ASTM D7158 to resist the basic wind speed per Figure R301.2(4). Shingles classified as ASTM D3161 Class D or classified as ASTM D7158 Class G are acceptable for use where  $V_{asd}$  is equal to or less than 100 mph. Shingles classified as ASTM D3161 Class F, TAS 107 or ASTM D7158 Class H are acceptable for use for all wind speeds. Asphalt shingle wrappers shall be labeled to indicate compliance with one of the required classifications, as shown in Table R905.2.6.1.

**R905.2.7 Ice barrier.** Reserved.

**R905.2.8 Flashing.** Flashing for asphalt shingles shall comply with this section or RAS 111.

**R905.2.8.1 Base and counter flashing.** Base and counter flashing shall be installed as follows:

1. in accordance with manufacturer's installation instructions, or
2. in compliance with RAS 111, or
3. a continuous metal minimum 4 inch by 4 inch "L" flashing shall be set in approved flashing cement and set flush to base of wall and over the underlayment. Both horizontal and vertical metal

**TABLE R905.2.6.1  
CLASSIFICATION OF ASPHALT SHINGLES**

Maximum Basic Wind Speed, $V_{ult}$ From Figure R301.2(4)	$V_{asd}$ as determined in accordance with Section R301.2.1.3	ASTM D7158	ASTM D3161
110	85	D, G or H	D or F
116	90	D, G or H	D or F
129	100	G or H	D or F
142	110	G or H	F
155	120	G or H	F
168	130	H	F
181	140	H	F
194	150	H	F

**From:** [Wiggins, Ryan](#)  
**To:** [jea1153@yahoo.com](mailto:jea1153@yahoo.com)  
**Cc:** [Schnell, James](#); [Dunn, Benjamin](#)  
**Subject:** Permit # BT-2022-1395  
**Date:** Thursday, April 14, 2022 1:30:02 PM  
**Attachments:** [image001.png](#)

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Good Afternoon Mr. Abercrombie

I wanted to follow up with an email concerning our site visit on April 6<sup>th</sup> to look at your roof. I have determined the slope on your roof is a less than a 2/12 pitch therefore shingles shouldn't have been installed. I contacted the phone number provided on the permit for the roofing contractor and left a message. I received a phone call back from Vince and Tim both with the roofing company and explained to them that the roof is less than a 2/12. If I recall correctly, Tim was a regional manager. He told me they would reach out to you and arrange to have the shingles removed and replaced with a low slope roofing application. I told Tim I would not require an additional permit, however when the roofing material that will be used is agreed upon, I will need to amend the permit to match. Once the existing roof and underlayment have been removed and the new underlayment installed we will perform an IN-Progress inspection. After the in-progress is complete and the final work is done we will perform the final roofing inspection. At the final inspection an affidavit for the install will be require.

I have locked the permit where no additional inspections can be called in. Once all the required information has been submitted and approved, I will release the hold. If you have any further questions, please let me know.

Thank you

Ryan Wiggins CBO  
Building Official



Polk County Board of County Commissioners  
330 West Church Street, PO Box 9005, Drawer GM02  
Bartow, FL 33831-9005  
Office phone (863) 534-6528 Cell phone (863)344-2804  
[Ryanwiggins@polk-county.net](mailto:Ryanwiggins@polk-county.net)