



Roofing Contractor Registration is required in the City of River Oaks pursuant to Article A.02 "Schedule of Fees and Charges" specifically in Section A.02.002 "Registration of Contractors Generally", under Section A.02.002 (c) 6 "Roofing Contractors" of the River Oaks Code of Ordinances as follows:

"Section A.02.002 (c) 6 "Roofing Contractors"

A) *First year registration: \$200.00.

(B) *Annual renewal fee: \$100.00.

(C) A Roofing Contractor is defined for the purpose of this section to mean any business entity or individual who for a fixed price, commission, wage or other compensation constructs, supervises or manages and who specializes in [roof](#) construction. Roofers replace, repair, and install new roofs on [buildings](#), using a variety of materials, including composition [shingles](#), metal and other code approved materials.

(D) A Roofing Contractor by definition is required to register with the city and pay the appropriate registration and/or renewal fee prior to permitting any roofing project on any property within the city and provide the following information:

(1) a current state driver's license;

(2) contact information such as addresses and phone numbers;

(3) required to designate any secondary or designated agents and those agents will also be required to register; and

(4) provide proof of a current copy of any applicable insurance or bonding requirements from their insurance company with the City being made a named co- insured, with a minimum \$1,000,000.00 combined general liability policy per occurrence and \$2,000,000 aggregate.

(E) A Roofing Contractor that is registered to do roofing within the City is required to post the registration card issued on the job site in plain sight visible from the public right-of-way that includes the company name and contractor registration number. Any person or association of persons found roofing in violation of meeting the registration requirements of this section is subject to being issued a municipal citation for being in violation thereof as provided for in Section 1.01.009 "General penalty for violations of code; continuing violations" of the River Oaks Code of Ordinances.

(F) Exemptions: Homeowners are exempt from contractor registration and renewal provisions only where the homeowner on their own property is performing the roofing and whose property is legally homesteaded under all applicable state and federal laws in their name as the recorded legal owner. However, homeowners are not exempt from the city's permitting requirements and building permit fees as provided for Section A.02.001 (b) "Building Permit Fees" of the River Oaks Code of Ordinances as adopted and as amended."

For more information please contact the Inspection Department at 817-626-5421 Extension 329.