



HAMILTON COUNTY PUBLIC HEALTH

PREVENT. PROMOTE. PROTECT.

School		Date of Inspection
School District		Reason for Inspection Annual inspection Following severe weather (Check all that apply) Damaging wind Lightning Hail Excess snow accumulation Heavy rain Falling debris Other condition: _____
Year Roof Installed	Year Roof Renovated (most recent)	
Type of Roofing System (Check all that apply) Thermoset Single-Ply Membrane Built-up Thermoplastic Single-Ply Membrane Metal Modified Bitumen Shingle Other (describe): _____		Documentation Required from School District Current roof drawing or diagram containing the following information: 1. Date drawing/diagram completed 2. Location of all HVAC air handling units 3. Location of all exhaust stacks (including type and height of each stack notated) 4. Location of all roof drains One copy of HCPH Roof Inspection Form for each inspection conducted since the last inspection by the board of health
Rooftop HVAC and Exhaust System Components (Check all that apply) Air handling units Kitchen exhaust stacks Combustion flues Dryer vent stacks Sanitary system vent stacks Chemical fume hood exhaust stacks Restroom exhaust stacks Other (describe): _____		

Inspection Items ("Y"=Yes, "N"=No, "n/a"= Not Applicable)						ADVERSE CONDITIONS INDICATED BY "Y" RESPONSES					
Y	N	n/a	Condition	Y	N	n/a	Condition	Y	N	n/a	Condition
			Evidence of standing water on ground adjacent to storm drains				Roof deck material cracked, damaged or missing				Air contaminant sources near outside air intakes to air handling units
			Gutters/downspouts/storm drains blocked with debris				Roof deck seals cracked or broken creating openings for water intrusion				Outside air intakes blocked, obstructed or broken
			Cracks, gaps, or other damage to gutters/downspouts/storm drains				Flashing systems improperly sealed creating openings for water intrusion				Air intake screens broken or missing on hair handling units
			Standing water or evidence of past standing water on roof deck				Cracks, gaps, or other damage to walls				Excessive noise generated by HVAC system components
			Accumulation of excessive debris on roof deck				Suspected microbial growth on any rooftop surfaces				Other safety concerns
			Suspected microbial growth or other water damage on roof deck				Other conditions that may result in water intrusion into the building				
			Evidence of bird, rodent or insect infestation				Suspected microbial growth on HVAC system components				

For each item marked "Y" provide detailed explanation below:

List actions undertaken (or planned) by district to remediate above conditions:

Inspected by	Title	Organization
Signature	Date	Phone

ROOF TYPES

Built-up

A continuous, semi-flexible, multi-ply roof membrane, consisting of plies (layers) of saturated felts, coated felts, fabrics or mats, between which alternate layers of bitumen are applied. Generally, built-up roof membranes are surfaced with mineral aggregate and bitumen, a liquid-applied coating or a granule-surfaced cap sheet.

Modified Bitumen

- (1) A bitumen modified through the inclusion of one or more polymers (e.g. atactic polypropylene, styrene butadiene styrene, etc.);
- (2) Composite sheets consisting of a polymer modified bitumen often reinforced and sometimes surfaced with various types of mats, films, foils and mineral granules.

Metal

Metal roofing panels come in two types: structural (hydrostatic) and architectural (hydrokinetic). Structural panels are designed not to have a continuous substrate and can span between purlins unsupported. Architectural panels need a continuous substrate and cannot span between purlins.

Thermoplastic

Materials that soften when heated and harden when cooled (e.g., PVC Single-Ply Membrane)

Thermoset

A material that solidifies or sets irreversibly when heated (e.g., EPDM Single-Ply Membrane)

ROOF DIAGRAM REQUIREMENTS

A roof diagram must include the following items:

1. Date drawing/diagram completed
2. Location of all HVAC (heating ventilating and air conditioning (HVAC) system air handling units
3. Location of exhaust stacks (including type and height of stack)
4. Location of roof drains

STANDING WATER

Standing water means water remaining on the roof surface for longer than a 48 hour period. Evidence of Standing water might be persistent water or rust type stains on the decking or the accumulation of debris on areas of the roof surface.