

Roof Snow Loading Checklist

Construction/Design High Risk Factors		Yes	No	N/A
Roof Design: Large, flat, open space roofs, "Saw Tooth," "Barrel" roofs, Roofs with slopes of less than 30 degrees, Multi-level roofs, Curved roofs				
Roofs of metal deck construction with unprotected bar joist supports				
Areas which collect drifting snow should be identified				
Heavily insulated roof areas				
Pre-engineered (Butler type) buildings with "Standing Seam" roofs				
Comments:				

Condition/Maintenance High Risk Factors		Yes	No	N/A
Engineering evaluation for design load of roof and new roof-mounted equipment				
Drainage:	2 roof drains/scuppers for up to 10,000 sq ft			
	1 drain/scupper for each additional 10,000 sq ft			
	Drain diameters of at least 6" (or scuppers of 8") for 15,000 sq ft			
	Inspected/cleaned at least quarterly & after storms			
Areas shaded from direct sunlight or wind				
Damage:	Previous collapses have occurred			
	Evidence of past or present leakage			
	Ripples/Bends in metal supports			
	Cracks in wood members or noticeable roof deformations			
	Water pooling or ponding			
	Wood bow-string trusses deterioration near eave lines			
Comments:				



Preparation		Yes	No	N/A
Snow Removal Equipment: Snow shovels, Light duty wheel barrels, Snow blowers & surplus fuel supply, Plastic tarps, Heat tape/tracing for drain pipes				
Other Equipment/Supplies: Emergency power & surplus fuel supply, Fuel supplies for heating system, Additional portable heating devices, Salt for clearing drains				
Provisions for sufficient staffing and/or arrangements for snow removal contractor				
Roof Plot Plan: Identify protrusions above roof surface, Location of load bearing walls, Photographs				
Back-up Communications: Cellular telephone or two-way radio, Weather radios or scanners/television, NOAA Weather Radio Network (162.400-162.550 FM)				
Identify control and sectional isolation valves to gas, water, sprinkler, and electrical circuits				
Heating System: System is maintained, and notification method in place to maintain regular levels when storm is expected				
Freeze protection for roof drain down spouts				
Comments:				