



THOMAS R. MENINO  
Mayor

Commissioner's Bulletin  
Inspectional Services Department  
Boston, Massachusetts

**Number:** 2008-1  
**Issued:** March 5, 2008  
**Effective:** March 12, 2008

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**Subject:** CERTIFICATION OF ROOF DECKS

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**Purpose:** This bulletin is issued to establish guidelines for the certification of roof decks in accordance with **CBC 9-9.13 Regulating Access to Roof Areas of Buildings with Residential Units**

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**Determination:**

1. Policy

The City of Boston has enacted an ordinance to regulate the use of roofs as areas of recreation and as places of assembly. This ordinance was created in the interest of the public health, safety and quality of life of residents of the City. To ensure compliance with this ordinance the following policy is hereby established and will be effective 30 days from its issuance:

- 1.1 All roof decks, or flat roofs without structures used in a comparable manner, shall be required to be certified every five (5) years beginning with the effective date of this ordinance.
- 1.2 The Inspectional Services Department (ISD) will compile a database containing the records of these certifications to ensure that property owners are in compliance with this ordinance.
- 1.3 For purposes of this bulletin the term "roof deck" shall include a flat roof with no structure, but that is accessible and may be used for recreational purposes (refer to CBC 9-9.13).

2. Applicability

This ordinance is not applicable in the following circumstances:

- 2.1 Owner-occupied one and two family dwellings (as defined by the Massachusetts state Building Code 780 CMR).

- 2.2 Roof decks accessed through a single access point within owner-occupied units.
- 2.3 Roofs not accessible to tenants or alarmed in accordance with CBC 9-9.13

3. Existing Roof Decks – Compliance Schedule

- 3.1 Existing roof decks which have been previously permitted through the Inspectional Services Department must comply with the ordinance by having the premises certified (see section 4.4 below) by the following relevant dates:

<u>WARD</u>	<u>CERTIFICATION DATE</u>
1, 3, 5, 7, 9	June 30, 2009
2, 4, 6, 8, 10	June 30, 2010
11 through 15	June 30, 2011
16 through 22	June 30, 2012

- 3.2 Once a roof deck has been completed and/or documented with ISD the roof deck must be re-certified as required in section 4.4 below every five (5) years.

4. New, Replacement or Renovated Roof Decks

- 4.1 Applications for new roof decks, or roof decks that are undergoing replacement or repairs, or for roof areas without structures that are intended to be used for recreational purposes shall be submitted to ISD as a long form building permit.
- 4.2 The application must be accompanied by plans stamped by a Commonwealth of Massachusetts registered architect or engineer and show compliance with the requirements of the State Building Code and the City of Boston Zoning Code.
- 4.3 Evidence of any other requirements such as BRA and/or Landmark Commission approvals must also be submitted with the application or prior to issuance of the permit.
- 4.4 At the completion of the project the owner must file an affidavit from a Massachusetts registered architect or engineer certifying that the roof deck is in compliance with the applicable regulations at the time of the original permit issuance.

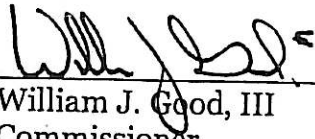
4.4.1 This certification shall cover all public safety aspects including live load requirements, handrail requirements (height, balusters, applied loads, etc.) access and egress requirements.

5. Multiple Roof Decks

Buildings with multiple roof decks whether or not in common ownership shall have all roof decks or similar areas certified under the same affidavit if applicable.

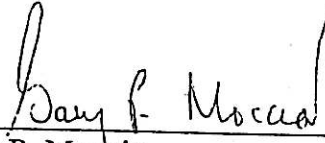
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Signed:



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William J. Good, III  
Commissioner  
Inspectional Services Department



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Gary P. Moccia  
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