NATIONS ROOF

Commercial Rooftop Snow Response Planning Checklist

Winter weather can affect roof drainage, access and building operations. Use this checklist to organize your property's information, identify response contacts and prepare for snow and ice before a storm arrives.

Complete observations from inside the building or at ground level. Rooftop access, inspections and clearing should be handled by qualified personnel.

WHEN TO CALL A ROOFING PROFESSIONAL

Contact your roofing team for new leaks, blocked drainage, snow accumulation concerns or rooftop access issues. Share your property's location, observed conditions and any available engineering guidance.

Snow depth alone does not determine whether removal is needed. Snow density, drifting, ice and building conditions also matter. Building-specific structural guidance should inform snow removal decisions.

If structural distress is suspected: Keep people out of affected areas, follow your emergency procedures and contact emergency services and a qualified structural professional.

Before the Season

- [ ] Locate roof plans and available structural snow-load guidance.
- [ ] Identify drains, scuppers, gutters, roof hatches, skylights and rooftop equipment on available plans.
- [ ] Document areas with a history of drifting, leaks or drainage problems.
- [ ] Arrange a professional pre-season roof and drainage review.
- [ ] Discuss service scope, building access and authorization procedures with your roofing contractor.

Before a Forecast Storm

- [ ] Confirm your facility, roofing and structural response contacts.
- [ ] Assign responsibility for monitoring conditions and approving service.
- [ ] Share known roof hazards and customer-provided engineering guidance with your contractor.
- [ ] Coordinate entrances, loading docks, pedestrian areas and snow placement with roof and ground-level contractors.

During and After Winter Weather

- [ ] Follow the monitoring plan established for your building.
- [ ] Review conditions after additional snow, rain, high wind or a thaw.
- [ ] Record new leaks, ceiling stains and drainage concerns from safe locations.
- [ ] Report unusual sounds, sagging or sudden changes in how doors and windows operate.
- [ ] Have qualified personnel assess rooftop drainage, equipment and access conditions.
- [ ] Document assessments, work performed and follow-up needs.

WE'RE HERE TO HELP

Discuss your commercial rooftop snow removal and winter service needs.

800-444-ROOF (7663)

Your Response Contacts

FACILITY LEAD / PHONE: _____

SERVICE AUTHORIZATION / PHONE: _____

ROOFING CONTRACTOR: **Nations Roof | 800-444-ROOF (7663)**

STRUCTURAL PROFESSIONAL / PHONE: _____

Planning resource only. This checklist does not establish a snow removal threshold or determine structural safety. Nations Roof does not determine or certify structural load capacity. Service scope and availability vary by location, weather, site conditions and safety requirements.