

## RESIDENTIAL/COMMERICAL ROOFING APPLICATION

Date \_\_\_\_/\_\_\_\_/\_\_\_\_

### BUILDING PERMIT APPLICATION

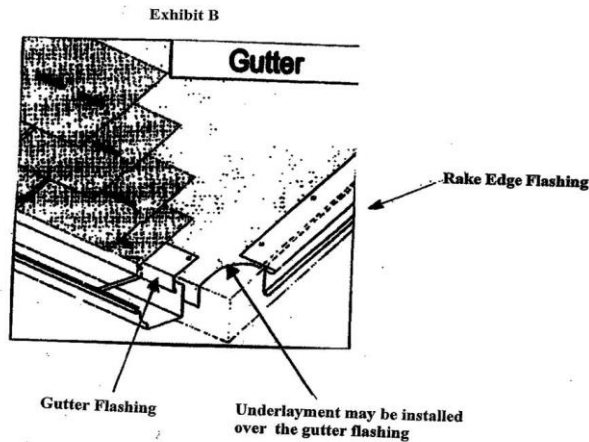
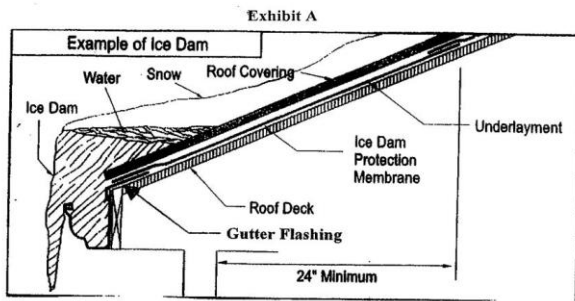
Property & Owner Information		
Owner Name		
Phone		
Email Address		
Street Address	_____	
	Romeoville, Illinois 60446	
Subdivision & Lot #	Subdivision _____ Lot # _____	
Work Performed by Homeowner		
If you are doing the work yourself complete the <i>Property Owner's Acknowledgement of Responsibility</i> form.		
Contractor Information		
If you are using a contractor or sub-contractor, a copy of the signed contract shall be included with the application and the following information shall be provided. All contractors and sub-contractors doing work in Romeoville shall be registered, licensed and bonded with the Village.		
	GENERAL CONTRACTOR	SUB-CONTRACTOR: (IF DIFFERENT)
Contractor Name		
Contractor Address (no P.O. Box)		
Contractor Phone		
Who is the applicant?	<input type="checkbox"/> Owner <input type="checkbox"/> Renter <input type="checkbox"/> Contractor	
Who will be doing the work? Check all that apply.	<input type="checkbox"/> Self <input type="checkbox"/> General Contractor <input type="checkbox"/> Sub-Contractor(s)	
Who is the contact person?	<input type="checkbox"/> Homeowner <input type="checkbox"/> Contractor	
Estimated Cost	\$ _____	
LICENSE	"Limited "Roofing Licenses are for those contractors, whose roofing business is limited to residential roofing, consisting of 8 units or less: all other types of roofing require an "Unlimited" license. Unlimited License _____ Limited License _____ Is the building: Residential _____ Commercial _____	

<b>Office Use Only</b>		<div style="border: 1px solid black; padding: 5px; text-align: center;"> <b>Status Sticker</b>  <small>OFFICIAL USE ONLY</small> </div>
Application Date:		
Received By:		Cost of Permit:
Permit #:		



## Construction Requirements:

<i>Please read the requirements and place a ✓ in the column to the left to confirm that you understand.</i>		Office Use
<b>General Requirements</b>		
	What roof (s) is being replaced? House _____ Garage _____ Shed _____ Other _____	
	Note!! Only two (2) layers of roof coverings are permitted by the Building Code. Roofs with existing 3/8 sheathing may replace up to six (6) 4' x 8' sheets of sheathing (span ratings are required). If more than six (6) 4' x 8' sheets of sheathing are replaced, then the entire existing roof 3/8 sheathing shall be removed and replaced with not less than 7/16 sheathing. At no time shall 2 layers of roof sheathing be allowed. All roofs framed 24" on center or greater shall have H clips installed for panel edge support.	
	Shingles can only be installed on roof slopes not less than two and one-half units vertical in 12 units horizontal (2 1/2; 12) or greater.	
	An ice and water barrier is required to extend from the eave's edge to a point not less than 24 inches inside the exterior wall line of the dwelling and detached garage (see Exhibit A). All valleys on dwellings shall have ice and water barrier installed 18 inches from the center of the valley each way for the full length of the valley. Felt paper must be installed for the remainder of the roof.	
	<b><u>ALL DWELLING AND GARAGE EAVES SHALL BE EQUIPPED WITH GUTTERS, DOWNSPOUTS AND ELBOWS ADEQUATELY DESIGNED AND INSTALLED TO ACCOMMODATE ROOF DRAINAGE.</u></b> All roof drainage shall be discharged through this system. All gutter flashing and Overhang Drip Edge (ODE) flashing shall be installed regardless if there is an existing freeze board or a "kick out" in the fascia (see Exhibit B).	
	<b><u>All roof drainage shall be discharged into approved drainage easements only and at no time shall it discharge onto adjoining properties. All roofing products must be installed per manufacturer's specifications.</u></b>	
	All roof and soffit ventilation shall meet the manufacturer's installation requirements and the 2015 IBC and/or 2015 IRC.	
	<b>Indicate what type of roof and material will be installed. All Residential and Commercial roofs shall meet the 2015 International Residential Code, 2015 International Building Code and the 2015 International Energy Conservation Code.</b>	Office Use



**Permit & Inspection Requirements**

Please read the requirements and place a ✓ in the box to the left to confirm that you understand.

- The Building Permit shall be posted in the building's window where it can be seen from the street.
- Each phase of construction shall be inspected and approved by the Village of Romeoville prior to proceeding to the next stage of construction.
- A final inspection.
- All inspections shall be scheduled in advance by calling (815)886-7200 or by emailing [buildinginspections@romeoville.org](mailto:buildinginspections@romeoville.org). Your permit number shall be provided when inspections are scheduled.
- Failure to call for required inspections may result in a **"STOP WORK ORDER"**.
- Should you fail an inspection, a re-inspection fee shall be paid before continuing work and before scheduling another inspection. **INVOICED AFTER 5 DAYS.**
- A FINAL INSPECTION SHALL BE PERFORMED WHEN THE ROOF AND GUTTERS HAVE BEEN INSTALLED.** Once the inspection passes, a Certificate of Completion will be issued.
- The project shall start within ninety (90) days from the date the permit is issued and completed within one hundred and eighty (180) days.

**Office Use**

I hereby declare that I have read and understood this application. The above information and any attachments are correct. I agree, that in consideration of and upon issuance of a building or use permit, that I am allowed to do such work as herewith applied for, and that such premises shall be used only for such purposes as set forth above.

I hereby certify that I am the owner of record of the named property, or that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his authorized agent and I agree to conform to all applicable laws of this jurisdiction. In addition, if a permit for work described in this application is issued, I certify that the code official or the code official's authorized representative shall have the authority to enter areas covered by such permit at any reasonable hour to enforce the provisions of the code(s) applicable to such permit.

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

<b>This Page for Office Use Only</b>				
Approval & Review Status				

Building	Date Plans Received		Date Plans Approved	
	Plans Examiner		Plans Approved By	

Planning:	Date Plans Received		Date Plans Approved	
	Plans Examiner		Plans Approved By	

Clerical	Check for Outstanding Debt:		Contacted Date:	
	Person Contacted:		Contacted By:	

