Village of Westchester

10300 West Roosevelt Road, Westchester, IL 60154
Phone: (708) 345-0199 ● Fax: (708) 345-0884 ● Email: Building@westchester-il.org

FOR OFFICE USE ONLY
PERMIT NO: _____
DATE ISSUED: _____
PAID: _____
CONTRACTORS: _____
APPROVED BY:
_____
TITLE: _____

APPLICATION FOR ROOF PERMIT

Date: _____ Site Address: _____

Description of Work: _____ **Cost of Work:** _____

Name of Tenant/Business: _____ **Phone:** _____

Address: _____ **Email:** _____

Name of Property Manager/Owner: _____ **Phone:** _____

Address: _____ **Email:** _____

General Contractor: _____ **Phone:** _____

Contractor Address: _____ **Email:** _____

Description of Work: _____ **Cost of Work:** _____

DESCRIPTION OF WORK

Type of Roof: FLAT_____ PITCHED _____

Type of Work: TEAR OFF_____ REROOF_____ (Only two layers maximum are allowed)

Type of Structure: HOUSE_____ DETACHED GARAGE/SHED_____ COMMERCIAL_____

Fees:

Residential (Principal Building)	$75.
Residential (Accessory Building)	$50. (if done at the same time as the principal building)
	$75. (if done at a different time than the principal building)
Commercial Roof	1.5% of Cost of Work, $125 minimum

Inspections: Proof of Ice and Water Shield (PHOTO) Must Be Shown Prior to Final Inspection Approval

No error or omission in either the plans or application, whether said plans or application have been approved by the Building Commissioner or not, shall permit to relieve the applicant from constructing the work in any other manner than that provided for in the Ordinance of this Village relating thereto. The Applicant having read this application and fully understanding the intent thereof declares that the statements made are true to the best of my knowledge and belief.

Signature: _____ **Date:** _____

Print Name: _____

Application Requirements:

- ☐ **Application Form**: Fill out a copy of this application form.
- ☐ **Contractor Information:**
  a. If the owner will be applying for the permit and doing the work, "owner/self" should be written on the "Contractor" line of the permit.
  b. If a contractor is doing the work, Contractor's Bond, Insurance and Licensing form and documents

Code Specifications:

- Water and ice shield are required on all residential shingle roofs. The shield must extend up the roof to a point that is equal to 24 inches horizontally inside the interior wall surface. (Proven by Photograph)
- All chimney flashing, roof intersections and cricket flashing shall be listed flashing material
- Asphalt shingles shall be two hundred thirty-five (235) pounds

PLEASE NOTE: IF YOU WILL HAVE A DUMPSTER ON SITE, A SEPARATE DUMPSTER PERMIT IS REQUIRED.
TWO TIER MAXIMUM ON ALL ROOFS.