

## GENERAL RESIDENTIAL REROOF REQUIREMENTS

This information has been compiled by the Department of Building Safety and is a result of the department's *ON TRACK PROGRAM*. The information is intended to help contractors and the general public understand the guidelines and requirements for obtaining a building permit.

### *Frequently asked questions*

**Q. Is a permit required to reroof my house?**

Yes. This handout will explain the process and list the required documents.

**Q. May I, as a homeowner, do the reroof myself?**

Yes. However, if a contractor is hired, the contractor must be an Illinois licensed roofing contractor.

**Q. Will my roof be inspected?**

Yes. There are two (2) reroof situations that can occur and inspections are required for one or both of these situations. The required inspections are listed on the back page of this handout.

**Q. Can I call the Department of Building Safety with questions I may have?**

Yes. We encourage you to ask questions. Whether your reroof is a do it yourself project or you have hired a qualified contractor, you can always direct your questions to the Department of Building Safety.

**Note:** For an inspection call ICCI 877/551-4224 (ICCI) one-business day in advance by 4:00 p.m.

## GENERAL INSTALLATION REQUIREMENTS

### Underlayment & Sheathing

**Fasteners:**

Fasteners for asphalt shingles shall be galvanized steel, stainless steel, aluminum or copper roofing nails, minimum 12 gage shank with a minimum 3/8 inch diameter head, of a length to penetrate through the roofing materials and a minimum of 3/4 inch into the roof sheathing. Where the roof sheathing is less than 3/4 inch thick, the fasteners shall penetrate through the sheathing.

**Attachment:**

Asphalt shingles shall have the minimum number of fasteners required by the manufacturer. For normal application, asphalt singles shall be secured to the roof with not less than four fasteners per shingle strip.

**Ice Protection:**

In areas where the average daily temperature in January is 25° F or less, and ice barrier that consists of at least two layers of underlayment cemented together or a self-adhering polymer modified bitumen sheet shall be used in lieu of normal underlayment and extend from the eave's edge to a point of least 24 inches inside the exterior wall line of the building.

**RESIDENTIAL RE-ROOFING****SUBMIT THE FOLLOWING TO OBTAIN A PERMIT**

- ✓ A completed building permit application is required. Note: If a contractor is hired, the contractor must be an Illinois licensed roofing contractor.

**Note:** The Department of Building Safety and Zoning does not review plans for compliance with subdivision covenant agreements. You should contact your Homeowners Association for specific restrictions.

**ONCE YOUR PERMIT IS ISSUED**

The green building permit card must be posted so that it is visible from the street. The approved construction plans and permit must be kept on the job site and available to the inspector for review at the time of inspection. It is your responsibility to call the Department of Building Safety to schedule the appropriate inspection

**REQUIRED INSPECTIONS**

- ✓ Schedule an inspection one-business day in advance by 4 p.m.
- ✓ When existing roofing materials are removed down to the original roof sheathing, an ice protection barrier must be installed and an inspection is required to ensure proper installation.
- ✓ Material tear-off that requires new roof sheathing requires a framing inspection prior to covering.
- ✓ A final inspection is required.