

ROOF REPLACEMENT OR RE-ROOF PERMITS

REQUIRED APPLICATION MATERIALS:

- Permit Application Form (TYPED)
- Copy of roofing contractors valid State of Illinois Roofing License
- Copy of Certificate of Insurance with:
 1. Roofing Contractor as Insured
 2. South Barrington Village as Certificate Holder
 3. Homeowner's name and property address listed as additional insured
(Example: John Doe, 123 Doe Street, South Barrington, IL)
 4. Coverage Requirements
 - a. Workers Compensation at \$500,000.00
 - b. General Liability at \$500,000.00
- **Subdivision Architectural Approval** required when new product differs from existing product being removed. Written approval shall indicate approval of roofing type & color.
- Copy of contract signed by property owner clarifying scope of work & cost
- \$ 150.00 Application fee
- \$ 150.00 Plan Review fee
- \$1,000.00 Performance Deposit (Refunded after final inspection completed and approved.)

PERFORMANCE DEPOSIT OF \$1,000.00 REQUIRED:

A Performance Deposit is required from the General Contractor or owner at the time the permit is issued and is held until the job is complete and the final inspection is approved. Should damage result from any on-site construction the deposit will be retained until the problem is resolved to the satisfaction of the Building Department.

APPROVAL:

Same day approval *may* be possible when all necessary documentation is provided and approved.

REQUIRED INSPECTIONS:

- **Mid Installation on first day**
- **Ice and Water Shield:** Two rows (six feet) of ice & water shield protection applied at bottom eave line of all roof surfaces and one row (three feet) applied in all valleys. Skylight and chimney penetrations require one row (three feet) of ice & water shield protection applied around the opening. Applications must be placed directly upon the roof sheathing before any other roofing materials are applied. Lead flashing to be used for all pipe and vent penetrations and each roof section to be properly vented. Venting can be achieved with continuous roof venting and/or a combination with mushroom type vents cut into the roof slopes near the ridge.
- **Final:** Dumpster removed off site. Any remaining materials removed off site or stored inside.

SURCHARGE FOR CONSTRUCTION WITHOUT A PERMIT:

In addition to all fees provided for herein, a fee surcharge of fifty percent (50%) - not less than one hundred dollars (\$100.00) nor more than five thousand (\$5,000.00) - shall be assessed if construction is started before the necessary permit is obtained.