THE VILLAGE OF GILBERTS, ILLINOIS
PERMIT CHECKLIST FOR HOUSE RE-ROOF

FEES

BASIC FEE $48.00
INSPECTIONS (29.00 ea.)..... $58.00
REFUNDABLE CASH BOND FEE $58.00
(2-checks required: 1-cash bond and 1-permit fee)
RE-INSPECTS (each)..... $29.00

HOMEOWNER'S NAME: _____
ADDRESS: _____
TELEPHONE: _____

RE-ROOF PERMIT CHECKLIST

INFORMATION TO BE SUBMITTED WHEN APPLYING:

PART 1-BASIC REROOF WITH NO REMOVAL OF SHINGLES

☐ 1. Complete building permit application.
   a. Include name and address of building owner.
   b. Indicate who will be performing work (homeowner or contractor)
   c. A roofing contractor shall provide the State of Illinois Roofing Contractor Number.

* Anyone who is receiving payment of any type is considered a contractor
* Name and address of contractor.

☐ 2. Permit application shall be signed.
☐ 3. Basic re-roof permit fee is **$106.00** and shall be paid at time of application.
☐ 4. The number of layers of roofing materials shall be indicated. A maximum of two layers is allowed without removal of the existing shingles.
☐ 5. Rough Inspection to verify number of layers of existing roof material. Call for Final Inspection when all work is complete.

PART 2-ReROOF WITH REMOVAL OF SHINGLES OR MAJOR ROOF SHEATHING REPLACEMENT

☐ 1. Completed building permit application.
   a. Include name and address of building owner.
   b. Indicate who will be performing work (homeowner or contractor).
   c. A roofing contractor shall provide the State of Illinois Roofing Contractor Number.

* Anyone who is receiving payment of any type is considered a contractor.
* Name and address of contractor.

☐ 2. Permit application shall be signed.
☐ 3. Fee **$106.00** and shall be paid at time of application.
☐ 4. All submitted information must be available on site during the inspection.
☐ 5. The following items have to be installed when the existing roof shingles are removed.
   a. Minimum 15 pound felt paper on roof.
   b. Ice dam protection on the edge of the roof over the eaves.
   c. Valley protection
   d. Drip edge at the roof edge and rake.
   e. Attic ventilation should be checked for the correct number of vents (1:150)
☐ 6. Call for an inspection during the re-roofing process.
☐ 7. Call for an inspection when all work is complete.

Singnature: _____ Printed Name: _____
Date: _____

Note: The above information comes part of the permit application and compliance is required.
****Call JULIE 1-800-892-0123 or 811 to locate all underground utilities.**

Note: **Many subdivisions in the Village have covenants and restrictions which are binding on your property. These covenants and restrictions may require permission from the homeowners association or the developer before you begin construction. In some cases, they may prohibit construction of a building which is permitted by the Village of Gilberts. It is the responsibility of each applicant and homeowner to check the covenants and restrictions which apply to your property.**