



300 Portwine Road, Riverwoods, IL 60015 (847)-945-3990

## **Roofing for Pitched Roofs**

### **Permit Application Procedure**

Applicants must submit a completed building permit application and detailed scope of work. Contractors must present a current copy of their state roofing license as well as a certificate of insurance naming the Village of Riverwoods as the certificate holder per state minimum statutory requirements.

### **Code Requirements**

1. A maximum of two (2) layers of roofing are allowed.
2. An ice and water shield is required for pitched roofs from three feet of the drip edge up and along the valleys.
3. Rotted sheathing or flashing must be replaced.
4. For roofs between 2/12 and 4/12 pitch, a minimum 30 lb. felt paper is required. Roofs with a pitch over 4/12 require a minimum 15 lb. felt paper.
5. Shingles must be fastened with non-corrosive nails or staples, penetrating a minimum of ¾ inch into sheathing, or through the thickness of the sheathing, whichever is less. The number of fasteners required is as follows: Four (4) per 36" – 40" strip; two (2) per 9" – 18" strip.
6. H clips must be installed on OSB sheathing per manufacturer's instructions.
7. For attic ventilation, one (1) square foot of free vent area must be provided for every 150 square feet of floor area in the attic.
8. Through the roof plumbing stacks must not be screened or blocked in any way.
9. All roofs must be installed in accordance with manufacturer's instructions.
10. All roofing debris must be hauled offsite and disposed of properly.
11. Work hours are from 7:30am to 7:00pm Monday through Friday, and Saturday 8:00am to 5:00pm. Work is not allowed on Sundays or holidays.
12. There is a road weight limit of 6 tons per axle that is strictly enforced.
13. Contact the Director of Community Services for code requirements for **flat roofs**.

### **Permit Fees**

Residential \$100.00

Commercial \$10.00 per \$5000.00 of construction cost (minimum \$100.00)

### **Inspection**

A final inspection is required when the work is finished and the site is clean. Please call the buildings department to schedule the final inspection.

### **Office Hours**

Office hours are from **8:30am to 1:30pm**.

### **Building Department Staff**

#### **Rob Durning**

Director of Community Services

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#### **Meghan Richardson**

Buildings Department Coordinator

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