



# Village of Westchester

10300 West Roosevelt Road, Westchester, IL 60154  
Phone: (708) 345-0199 • Email: [Building@westchester-il.gov](mailto:Building@westchester-il.gov)

Date Received

## APPLICATION FOR ROOF PERMIT

Date: \_\_\_\_\_ Site Address: \_\_\_\_\_

Name of Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ Email: \_\_\_\_\_  
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) \$125.00  
Residential (Accessory Building) \$50.00(if done at the same time as the principal building)  
\$75.00 (if done at a different time than the principal building)  
Commercial Roof 1.75% of Cost of Work, \$150 minimum

**Inspections:** Proof of Ice and Water Shield (PHOTO) Must Be Shown Prior to Final Inspection Approval. Photos can be emailed to [building@westchester-il.gov](mailto:building@westchester-il.gov).

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.
- Provide a signed contract with detail scope of work (all vendors must be registered prior to permit release)

### 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.**