



Application for Roof Permit

4000 North Olcott Avenue

Norridge, Illinois 60706

Phone: 708.453.0311 ■ Fax: 708.453.1971

buildingdepartment@villageofnorridge.com

Property Owner Information (please print)

First Name/Business Name		Last Name	
Property Address		Unit #	
Home/Business Phone	Cell Phone	Other (email, fax, etc.)	
Owner (if different)	Address	City, State, Zip	
Owner Phone	PIN	24 Hour Emergency Number	

Valuation and Permit Fee

Valuation of Work \$	Permit Fee \$	Stop Work Order Fee \$
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Project Information

Description of work being done (be specific) house, garage, or both/tear off, reroof:

Contractor Information (please print)

Company Name		IL License #
Street Address		
City	State	Zip
Business Phone	Business Fax	Other (cell, email, etc.)

- DUMPSTERS ON THE STREET REQUIRE A PERMIT
- Contracts are required on all types of projects.
- Contractors must be state licensed
- No more than 2 layers or 2 roofs are permitted and an ice/water shield is required 24" to the inside of the outside wall line of the building. An ice and water shield inspection must take place on all tear offs.

Office Use Only

Received By	Date Received
Approved By	Date Approved
Permit Number	Date Issued

Applicant Signature

Print Name

Date



BUILDING DEPARTMENT

Village of Norridge • 4000 N. Olcott Ave. • Norridge, IL 60706 • P 708.453.0311 • F 708.453.1971 • buildingdepartment@villageofnorridge.com

BUILDING DEPARTMENT FOR YOUR SAFETY

INSPECTIONS: It is the responsibility of either the contractor or the homeowner to obtain all required trade inspections. Appointments are to be made not less than 24 hours prior to the inspection date and time requested. All exposed construction materials, during the course of the project, will be brought up to applicable code requirements. Additional trade permits may need to be applied for once any existing violation is discovered. A “*rough inspection*” is required before all permitted work is either closed over or covered over for all trade codes involved in the project. A “*final inspection*” is required upon completion of all permitted work prior to the expiration of the permit. All inspection reports must be available to the inspectors on the job site. All work must be visible to the inspector.

If the permit expires prior to the final inspection it must be renewed and additional fees will be required.

Permission is granted for Village of Norridge Building Inspector to enter the property for observation of a permitted project or verification of application for permit. This inspection can be by either appointment or by absence of property owner or principle agent contracted to perform trade work as stated on permit.

Building Codes Enacted by the Village of Norridge

International Building Code 2009	International Energy Conservation Code 2015
National Electric Code 2005	International Property Maintenance Code 2009
Illinois Plumbing Code 2014	International Fire Code 2009
Illinois Accessibility Code 1997	International Urban-Wildland Code 2009
International Mechanical Code 2009	International Residential Code 2009
International Fuel Gas Code 2009	Village Amendments

Failure to obtain a “rough inspection” may result in the inspector requiring removal of any building materials or fill to observe workmanship and code requirements. Failure to obtain a “final inspection” prior to the expiration of the permit will result in penalties and fines. By signing Building Department forms, I certify the information on this application is correct and complete.

Acknowledgement of requirements listed above:

Contractor/Home Owner Signature

Date

Print Name

Company Name

Authorized Building Department Agent