



## Application for Roof Permit

4000 North Olcott Avenue  
 Norridge, Illinois 60706  
 Phone: 708.453.0311 ■ Fax: 708.453.1971  
[buildingdepartment@villageofnorridge.com](mailto:buildingdepartment@villageofnorridge.com)

<b>Property Owner Information (please print)</b>			
First Name/Business Name		Last Name	
Property Address		Unit #	
Home/Business Phone	Cell Phone	Email	
Owner (if different)	Address	City, State, Zip	
Owner Phone	PIN	24 Hour Emergency Number	
<b>Valuation and Permit Fee</b>			
Valuation of Work \$		Permit Fee \$	Stop Work Order Fee \$
<b>Project Information</b>			
Description of work being done (be specific) house, garage, or both/tear off, reroof):			Amount of Roof Squares: _____
<b>Contractor Information (please print)</b>			
Company Name		IL License #	
Street Address			
City	State	Zip	
Business Phone	Business Fax	Email	
<input type="checkbox"/> <b>DUMPSTERS ON THE STREET REQUIRE A PERMIT</b>  <input type="checkbox"/> <b>Contracts are required on all types of projects.</b>  <input type="checkbox"/> <b>Contractors must be state licensed</b>  <input type="checkbox"/> <b>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.</b>			
<b>Office Use Only</b>			
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*

Illinois Accessibility Code 2024	International Property Maintenance Code 2024
International Building Code 2024	International Residential Code 2024
Illinois Plumbing Code 2014	International Solar Energy Provisions 2024
International Energy Conservation Code 2024	International Swimming Pool and Spa Code 2024
International Existing Building Code 2024	International Urban-Wildland Code 2024
International Fire Code 2024	National Electric Code 2018
International Fuel Gas Code 2024	NFPA Life Safety Code 2024
International Mechanical Code 2024	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/Homeowner Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
Authorized Building Department Agent