



# ROOFING APPLICATION

BUILDING INSPECTIONS DIVISION:

217/424-2787

## I. Basic Requirements

- A. All roofing projects within the City limits of Decatur require a roofing permit. A permit application must be completed for each project. Roofing of multiple structures at the same address at the same time can be submitted on (1) permit.
- B. Roofing work can be included as part of a general building permit. A separate roofing application is not required.
- C. Unless the homeowner is installing their own roof on their residence, a roofing contractor licensed by the Illinois Department of Financial and Professional Regulation ([www.idfpr.com/profs/roof.asp](http://www.idfpr.com/profs/roof.asp)) must be hired.
- D. Roofing contractors must submit a valid copy of their license certificate to the City with the *initial* permit application and upon subsequent license expirations.
- E. *Limited roofing licenses* are only valid for residential properties consisting of 8 units or less as defined by the Illinois Roofing Industry Licensing Act (225 ILCS 335/).
- F. Commercial projects may require the submittal and review of (1) full size copy of sealed drawings from a licensed Illinois professional at the discretion of the building official.
- G. See reverse side of pamphlet for International Code Highlights.

## II. Permit Fee

<b>Residential:</b> (One- & Two-family dwellings only)	<b>.5%</b> of Project Value, minimum <b>\$50</b>
<b>Commercial:</b>	<b>.75%</b> of Project Value, minimum <b>\$150</b>

## III. Inspections (minimum 2 required)

- A. Preliminary inspection during tearoff to inspect roof deck, felt, and ice barrier membrane.
- B. Final inspection to inspect completion of roofing work.
- C. Inspection requests should be scheduled 24 hours prior to the needed inspection.

## IV. Permit Application

Project Address \_\_\_\_\_

Work Description \_\_\_\_\_

Owner Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Contractor \_\_\_\_\_ Phone No. \_\_\_\_\_

License No. \_\_\_\_\_ **(Circle)** Limited or Unlimited

Project Value \$ \_\_\_\_\_ **(Circle)** Residential or Commercial

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Staff Approval \_\_\_\_\_ Date \_\_\_\_\_



# ROOFING REQUIREMENTS

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## V. International Code Highlights (2015 IRC Chap. 9 / 2015 IBC Chap. 15)

- A. Roof assemblies shall be designed and installed in accordance with the referenced codes and the approved manufacturer's instructions.
- B. Flashings shall be installed in a manner that prevents moisture from entering the structure at wall and roof intersections, at changes in roof slope or direction, and around roof openings. Metal flashing shall be corrosion resistant and a minimum of .019" thick (No. 26 galvanized).
- C. A cricket or saddle shall be installed on the ridge side of any chimney or penetration more than 30" wide as measured perpendicular to the slope. Cricket or saddle coverings shall be sheet metal or of the same material as the roof covering.
- D. Underlayment materials must be labeled ASTM D 226, D 1970, D 4869, or D6757. Underlayment for asphalt shingles on roof slopes 2:12 to 4:12 shall be (2) layers applied in the following manner: apply a 19" strip starting at the eave, then apply 36" wide sheets starting at the eave overlapping successive sheets 19". For roof slopes 4:12 or greater, underlayment shall be (1) layer applied in shingle fashion starting at the eave and lapped 2". End laps shall be minimum 4" and offset by 6'.
- E. An ice barrier consisting of (2) layers of underlayment cemented together, or a self-adhering polymer-modified bitumen sheet, shall be installed under the drip edge and extend from the lowest edges of all roof surfaces to a point not less than 24" inside the exterior wall line. On roof slopes 8:12 or greater, the ice barrier shall be applied not less than 36" measured along the roof slope from the eave. It is recommended to apply felt over the ice barrier. An ice barrier is not required on roofs of detached accessory structures not containing conditioned floor area.
- F. Asphalt shingles shall have the minimum # of fasteners required by the manufacturer, but not less than (4) fasteners per strip shingle or (2) fasteners per individual shingle.
- G. Valley linings shall be installed in accordance with the manufacturer's instructions before applying shingles.
- H. The structural roof components shall be capable of supporting the roof covering system and the material and equipment loads that will be encountered during installation of the roof covering system.
- I. Roof replacement shall include the removal of existing layers of roof coverings down to the roof deck. Where the existing roof assembly includes an ice barrier membrane that is adhered to the roof deck, the existing ice barrier membrane can remain in place and be covered with an additional layer of ice barrier membrane installed per code.
- J. A roof re-cover (installation of a new roof covering over an existing roof covering) shall not be permitted where any of the following conditions occur:
  - 1. Where the existing roof or roof covering is water soaked or has deteriorated to the point that the existing roof covering is not adequate as a base for additional roofing.
  - 2. Where the existing roof covering is slate, clay, cement or asbestos-cement tile.
  - 3. Where the existing roof has two or more applications of any type of roof covering.
- K. These code highlights taken from the International codes are not all-inclusive. Consult the referenced codes for any items not specifically addressed.