



# Village of Hanover Park Administration

**Municipal Building**  
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**Village Manager**  
Juliana A. Maller

## **RESIDENTIAL ROOFS**

JOB ADDRESS: \_\_\_\_\_ PERMIT #: \_\_\_\_\_

### **Code Requirements:**

**\*When attic ventilation will consist of the typical arrangement of eave and high vents, ventilation shall be provided as follows:**

For every 300 square feet of house area, there must be a minimum of 1 square foot of open venting.  
The amount of open venting a single vent can provide will be listed on the product's literature sheet.

The Area of the house is:

Length of house: \_\_\_\_\_ ft. (multiply by) Width of house: \_\_\_\_\_ ft. = \_\_\_\_\_ Total square feet of house,  
(Also known as the Area of the house)

Total square feet (Area) of house \_\_\_\_\_ (divided by) 300 = \_\_\_\_\_ square ft.  
(This is the minimum amount of open venting needed.)

**If you need assistance calculating this or have another type of venting, please contact us for help.**

**Please indicate with a check or initials that you have read and will comply with the following:**

\_\_\_\_\_ All work must comply with the requirements of the 2012 International Residential Code.

\_\_\_\_\_ Any wood that is rotted or damaged must be replaced.

\_\_\_\_\_ Any new wood installed shall comply with the structural spans permitted for that product.

(Trusses spaced 24 inches apart require ½" thick sheathing.)

\_\_\_\_\_ Underlayment shall be installed throughout the roof area as described in the code.

\_\_\_\_\_ Ice and water shield shall be installed at all eaves and valleys and must extend to a point at least 24 inches inside the exterior wall line as a minimum.

\_\_\_\_\_ All required flashings shall be free from rust or damage and shall comply with the code for material thickness and installation locations.

\_\_\_\_\_ If covering over existing shingles, no more than (2) layers of shingles are allowed.

\_\_\_\_\_ All shingles shall be nailed (not stapled) with galvanized or stainless steel, aluminum or copper roofing nails, minimum 12 gage shank and 3/8" dia. head, of a length to penetrate through the roofing materials and ¼" into the roof sheathing. Where the roof sheathing is less than ¼" thick, the fasteners shall penetrate through the sheathing.

\_\_\_\_\_ For roofing materials other than asphalt shingles, please review applicable code requirements and the manufacturer's installation instructions.

\_\_\_\_\_ Submit a Scope of Work Statement as needed and any manufacturer's product information.

**Contractor Requirements**

\_\_\_\_\_ Roofing contractors have provided a copy of a current State of Illinois license. (Homeowners may do their own work at their own residence.)

\_\_\_\_\_ A building permit fee shall be paid.

\_\_\_\_\_ A refundable compliance bond based on the project cost shall be paid.

**Inspection Requirements**

\_\_\_\_\_ A rough inspection shall be scheduled if any framing members need repaired or replaced.

\_\_\_\_\_ A final inspection shall be scheduled once all work is complete, the site is clean, and materials have been hauled away. No nails, underlayment, or removed shingles shall be left on the site.

**By signing below I hereby agree that I have reviewed the above information and will perform all work in accordance with these code requirements and guidelines.**

\_\_\_\_\_  
**Name**

\_\_\_\_\_  
**Date**

**FIRE DEPARTMENT – INSPECTIONAL SERVICES DIVISION**  
Call 630-823-5860 to schedule inspections. Email [iservices@hpil.org](mailto:iservices@hpil.org)