



RESIDENTIAL ROOF PERMIT GUIDE

Development Services Department

APPLICATION REQUIREMENTS

1. Permit Requirement
 - A roof permit is required for all reroofing, roof repairs, roof recovers, and roof replacements associated with one and two family residential dwellings.
2. How to Apply
 - A permit application may be submitted via email to devservices@villageoflisle.org, faxed to 630-271-4104, mailed or hand delivered to Lisle Village Hall at 925 Burlington Avenue, Lisle, IL. 60532.
3. Required Documents
 - Completed building permit application
 - Manufacturer specifications
 - Contract with roofing contractor
 - Copy of roofing contractor's state license
4. Contractor Requirement
 - Illinois law requires that all other roofing and waterproofing work be performed by a state licensed roofing contractor possessing the appropriate license type. The building permit application must identify the actual entity that will be performing the work.
 - Homeowner's may perform roofing and waterproofing work on their primary residence. The homeowner will be requested to provide an Illinois issued driver's license to prove that the residence is in fact their primary residence.
5. Fees
 - One and two family residential dwellings; per unit: \$85.00
6. Inspections
 - A building final inspection must be scheduled once work is complete.
7. Questions
 - Application questions can be directed to the Development Services Department Building Services Coordinator, Derek Scimeca, by telephone at 630-271-4169 or by email at dscimeca@villageoflisle.org.

RESIDENTIAL ROOF PERMIT CODE REQUIREMENTS INSPECTION CHECKLIST

This checklist is intended for use to prepare for an inspection. This is only a general list and is not intended to address all possible conditions. References are to the 2021 International Codes (R= Residential Code, B = Building Code, M = Mechanical Code, FG = Fuel Gas Code, F = Fire Code), 2018 Illinois Accessibility Code (IAC), 2020 National Electric Code (NEC), Illinois Plumbing Code (IPC), 2018 Energy Conservation Code as amended by the State of Illinois (IECC), 2021 Existing Building Code (EBC), 2021 Swimming Pool and Spa Code (SPSC), Lisle Village Code (VOL).

The Village of Lisle requested that inspections be requested 48-hours in advance. Please verify the following requirements are complied with prior to scheduling the inspection:

1. The building permit placard or copy thereof shall be displayed on site in a location viewable from the public right-of-way until the completion of the project. (VOL 4-1-5)

2. Approved plans must be on site for all inspections. (R106.3.1)
3. Safe access (ladder or temporary stairs) shall be provided as per OSHA rules and regulations, if requested by the inspector. (R109.3)
4. Kick-out flashing / diverters shall be provided at all roof and wall intersections. (R903.2.1)
5. Sidewall flashing and other flashing at roof penetrations. (R905.2.8.3 and R905.2.8.4)
6. Ice barriers (ice and water shield) are required and shall extend from the roof edge to 24 inches beyond the exterior wall line. (R905.1.2 and R905.2.7)
7. A cricket or saddle shall be installed on the ridge side of any chimney or penetration more than 30 inches wide. (R903.2.2)
8. Roof ventilation at a rate of 1 square foot per 150 square feet of attic area, or at a rate of 1 square foot per 300 square feet if 50% of the required ventilation is achieved with eave ventilation. (R806)
9. Sole reliance on a power vent is prohibited. (R806)
10. Provide a drip edge below ice and water shield at eaves and above underlayment at rakes. Adjacent segments of drip edge shall overlap not less than 2 inches. The drip edge shall extend not less than ¼ inch below the roof sheathing and extend back onto the roof deck not less than 2 inches. The drip edge shall be mechanically fastened at not more than 12 inches o.c. (R905.2.8.5)
11. No more than two roof covering layers are permitted. (R908.3.1.1)
12. Asphalt shingles shall be used only on roof slopes 2:12 or greater. For roof slopes 2:12 to 4:12, double underlayment application is required. (R905.2.2)
13. In the case of townhouses, the roof covering must comply with a minimum Class C rating as tested in accordance with ASTM E 108 or UL 790 and the roof decking or sheathing must be a noncombustible material or approved fire retardant treated wood for a distance of 4 feet on each side of the common wall, or a layer of 5/8 inch Type X gypsum board can be installed directly beneath the roof decking 4 feet on each side of the common wall. (R302.2.4)
14. Roof penetrations within 4 feet of townhouse common walls are prohibited. (R302.2.4)

Roof Ventilation Worksheet

Quick Reference Table (Based on 52 square inch ventilation opening)						
Attic Area (Sq. Ft.) [1]	Total Ventilation Rate 1:150 [2]		Total Ventilation Rate 1:300 [3]		Upper Minimum 50%	
	Sq. Ft.	# of Vents	Sq. Ft.	# of Vents	Sq. Ft.	# of Vents
≤ 300	2	6	1	3	.5	2
≤ 600	4	12	2	6	1	3
≤ 900	6	17	3	9	1.5	5
≤ 1,200	8	23	4	12	2	6
≤ 1,500	10	28	5	14	2.5	7
≤ 1,800	12	34	6	17	3	9
≤ 2,100	14	39	7	20	3.5	10
≤ 2,400	16	45	8	23	4	12
≤ 2,700	18	50	9	25	4.5	13
≤ 3,000	20	56	10	28	5	14
≤ 3,300	22	61	11	31	5.5	16
≤ 3,600	24	67	12	34	6	17
≤ 3,900	26	72	13	36	6.5	18
≤ 4,200	28	48	14	39	7	20
≤ 4,500	30	84	15	42	7.5	21

[1] Attic area is per compartment. For example, a home may have a lower and upper attic.
 [2] The 1:150 sq. ft. ventilation rate is required when soffit ventilation is not provided.
 [3] The 1:300 sq. ft. ventilation rate is allowed when soffit ventilation is provided. 50% of the ventilation must be provided in the upper roof within 3 feet of the ridge. Sufficiency of existing soffit ventilation will be verified during final building inspection.

Roof Ventilation Calculation Formula		
Total Attic Area		=
Total Ventilation Rate Square Feet	Total Attic Area / (300 or 150)	=
Total Ventilation Rate Square Inches	Total Ventilation Square Feet x 144 inches	=
Total Number of Ventilation Openings	Total Ventilation Square Inches / Ventilation Opening Square Inches	=
Upper Minimum 50%	Total Number of ventilation openings / 2	=