



# CITY OF ELMHURST

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## RE-ROOFING

Re-roofing your house? Here is some helpful information.

**Minor roof repair and/or roof replacement does not require a permit from the Community Development Department.**

Listed below are some code requirements and tips when hiring a roofing contractor.

- 1) When re-roofing, a maximum of two layers of roof shingles or other coverings are permitted. (See code section, other side of this sheet.)
  - a. Where the existing roof has two or more applications of any type of roof covering, new roof coverings shall not be installed without first removing the existing roof coverings.
  - b. If new roof sheathing may be required, advise your contractor that the minimum roof sheathing for single family dwellings is 5/8" (**particle or OSB board is not permitted**).
  - c. If a dumpster is needed, you will need a permit from Public Works.
- 2) When hiring a contractor:
  - a. Ask for a copy of his State of Illinois roofer's license. All contractors are required to be registered and bonded with the State of Illinois.
  - b. Require the contractor to provide proof of insurance for liability and workman's compensation.
  - c. Acquire multiple bids. (The lowest bid is not necessarily the best.) If there is a wide spread in the quotations, it usually raises a red flag; beware—review quotations with the contractor.
  - d. Consider checking with the Better Business Bureau, Chamber of Commerce and/or the States Attorney's Office for outstanding litigation against the contractor.
  - e. Prior to making any payments, partial or final, demand material and labor "Waivers of Lien." Make sure that you are satisfied and the roof is watertight before making final payment.

***Remember your best source of recommendation is from friends and family. Require references and be sure to speak with these references.***

Building/forms/reroofing info