



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