



GENERAL INSTRUCTIONS FOR ASPHALT SHINGLE ROOFING

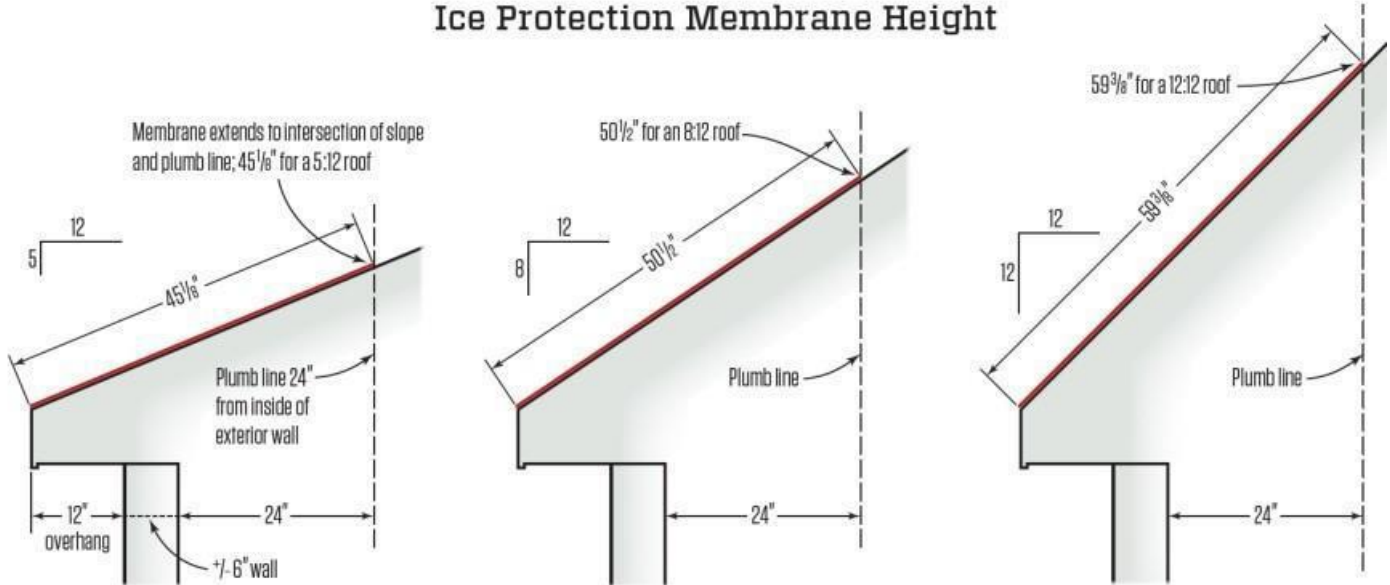
Need to submit:

1. Building permit application filled out completely, including cost of job for labor & materials (page 5).
2. Copy of contract.
3. Copy of roofer's license.

Requirements:

1. A final inspection is required once the work is completed.
2. Roof decks shall be covered with *approved* roof coverings secured to the building or structure in accordance with the 2021 International Residential Code and all local amendments. Roof assemblies shall be designed and installed in accordance with this code and the *approved* manufacturer's installation instructions such that the roof assembly shall serve to protect the building and structure.
3. New roof coverings shall not be installed without first removing existing roof coverings where any of the following conditions occur:
 - a. Where the existing roof or roof covering is water-soaked or has deteriorated to the point that the existing roof or roof covering is not adequate as a base for additional roofing.
 - b. Where the existing roof covering is wood shake, slate, clay, cement, or asbestos-cement tile.
 - c. Where the existing roof has two or more applications of any type of roof covering.
4. Asphalt shingles shall be fastened to solidly sheathed decks.
5. Contractors removing roofing materials containing asbestos shall comply with OSHA standards as described in Section 1926.1101 of their regulations.
6. **Underlayment application**
 - a. For roof slopes from two units vertical in 12 units horizontal (17-percent slope), up to four units vertical in 12 units horizontal (33-percent slope), underlayment shall be two layers applied in the following manner: Apply a 19-inch (483 mm) strip of underlayment felt parallel to and starting at the eaves, fastened sufficiently to hold in place.
 - b. For roof slope of four units vertical in 12 units horizontal (33-percent slope) or greater, underlayment shall be one layer applied in the following manner: Apply in shingle fashion, parallel to and starting from the eave and lapped 2 inches (51 mm), fastened sufficiently to hold in place. Distortions in the underlayment shall not interfere with the ability of the shingles to seal. End laps shall be offset by 6 feet (1829 mm). Starting at the eave, apply 36-inch-wide (914 mm) sheets of underlayment, overlapping successive sheets 19 inches (483 mm), and fastened sufficiently to hold in place. Distortions in the underlayment shall not interfere with the ability of the shingles to seal.
7. Ice protection shall be provided and shall extend from the eave's edge to a point at least 24 inches inside the exterior wall line of the building.

Ice Protection Membrane Height



8. For open or closed valleys, an approved valley lining must be installed.

9. Flashing

- Flashings shall be installed in a manner that prevents moisture from entering the wall and roof through joints in copings, through moisture permeable materials and at intersections with parapet walls or other penetrations through the roof plane.
- Flashings shall be installed at wall and roof intersections, wherever there is a change in roof slope or direction and around roof openings. Where flashing is metal, the metal shall be corrosion resistant with a thickness of not less than 0.019 inch (0.5 mm) (No. 26 galvanized sheet).

10. **Base and cap flashing** shall be installed in accordance with manufacturer's installation instructions. Base flashing shall be of either corrosion-resistant metal of minimum nominal 0.019-inch (0.5 mm) thickness or mineral surface roll roofing weighing a minimum of 77 pounds per 100 square feet (4 kg/m²). Cap flashing shall be corrosion-resistant metal of minimum nominal 0.019-inch (0.5 mm) thickness.

11. **Valleys.** Valley linings shall be installed in accordance with the manufacturer's installation instructions before applying shingles. Valley linings of the following types shall be permitted:

- For open valleys (valley lining exposed) lined with metal, the valley lining shall be at least 24 inches (610 mm) wide and of any of the corrosion-resistant metals in Table R905.2.8.2.
- For open valleys, valley lining of two plies of mineral surfaced roll roofing, complying with ASTM D 3909 or ASTM D 6380 Class M, shall be permitted. The bottom layer shall be 18 inches (457 mm) and the top layer a minimum of 36 inches (914 mm) wide.



- c. For closed valleys (valley covered with shingles), valley lining of one ply of smooth roll roofing complying with ASTM D 6380 and at least 36 inches wide (914 mm) or valley lining as described in the above two items shall be permitted. Self-adhering polymer modified bitumen underlayment complying with ASTM D 1970 shall be permitted in lieu of the lining material.
12. **Sidewall flashing.** Flashing against a vertical sidewall shall be by the step-flashing method. The flashing shall be a minimum of 4 inches (102 mm) high and 4 inches (102 mm) wide. At the end of the vertical sidewall, the step flashing shall be turned out in a manner that directs water away from the wall and onto the roof and/or gutter.
13. **Drip edge** shall be provided at eaves and gables of shingle roofs. Overlap shall be a minimum of 2 inches (51 mm). Eave drip edges shall extend ¼ inch (6.4 mm) below sheathing and extend back on the roof a minimum of 2 inches (51 mm). Drip edge shall be mechanically fastened a maximum of 12 inches (305 mm) o.c.
14. **Ventilation**
 - a. Ventilation openings shall have at least a minimum of 1/16 inch (1.6 mm) minimum and ¼ inch (6.4 mm) maximum. Ventilation openings having a least dimension larger than ¼ inch (6.4 mm) shall be provided with corrosion-resistant wire cloth screening, hardware cloth, or similar material with openings having a least dimension of 1/16 inch (1.6 mm) minimum and ¼ inch (6.4 mm) maximum.
 - b. The total net free ventilating area shall not be less than 1/150 of the area of the space ventilated except that reduction of the total area to 1/300 is permitted provided that at least 50 percent and not more than 80 percent of the required ventilating area is provided by ventilators located in the upper portion of the space to be ventilated at least 3 feet (914 mm) above the eave or cornice vents with the balance of the required ventilation provided by eave or cornice vents. As an alternative, the net free cross-ventilation area may be reduced to 1/300 when a Class I or II vapor retarder is installed on the warm-in-winter side of the ceiling.
 - c. Power roof vents shall meet the following requirements:
 - i. Installed per the manufacturer's installation instructions
 - ii. Comply with the 2020 National Electric Code and all local amendments.
 - iii. Provide proper ventilation at all times, even when the unit is static.
15. **Roof covering application**
 - a. Asphalt shingles shall have the minimum number of fasteners required by the manufacturer, but not less than four fasteners per strip shingle or two fasteners per individual shingle. Where the roof slope exceeds 21 units vertical in 12 units horizontal (21:12, 175 percent slope), shingles shall be installed as required by the manufacturer.
 - b. Fasteners for asphalt shingles shall be galvanized steel, stainless steel, aluminum or copper roofing nails, and shall have a minimum 12 gauge shank with a minimum 3/8 of an inch diameter head. The nail shall be of a length to penetrate through the roofing materials and into the sheathing a minimum of ¾ of an inch. Where the roof sheathing is less than ¾ of an inch,



BUILDING & PERMITS DEPARTMENT

100 Parkers Mill • Oswego, IL. 60543 • (630) 554-2310

Email: bzinfo@oswegoil.org

the fastener shall penetrate through the sheathing. Roofing staples are not an approved type of fastener.

Note to applicant: Contact your Homeowner's Association before you begin work. The Village of Oswego has no authority to enforce the covenants or adopted rules of your Homeowner's Association.



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RECEIVED _____
 ENTERED _____
 APPROVED _____
 CONTRACTOR REG. _____
 COMPLETE _____

Building Permit Application

Permit No. _____

CUSTOMER/OWNER INFORMATION	Name _____ Project Address _____ Sub-division _____ Lot No. _____ Phone No. _____ Email _____
CONTRACTOR INFORMATION	Name _____ Address _____ City _____ State _____ Zip _____ Phone No. _____ Email _____ Field Contact Name _____ Phone No. _____

Approximate Construction Cost (Including Labor): \$ _____
 All permit applications require supplementary documents for each permit request

EXISTING & NEW STRUCTURE REQUESTS	<input type="checkbox"/> Re-roof <input type="checkbox"/> Siding <input type="checkbox"/> Replacement Windows <input type="checkbox"/> Replacement Doors <input type="checkbox"/> Deck <input type="checkbox"/> Patio/Side Walks <input type="checkbox"/> Driveway <input type="checkbox"/> Radon Mitigation <input type="checkbox"/> Solar <input type="checkbox"/> Fence <input type="checkbox"/> Shed <input type="checkbox"/> Pergola <input type="checkbox"/> Hot Tub <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Above <input type="checkbox"/> Inground <input type="checkbox"/> Temporary <input type="checkbox"/> HVAC <input type="checkbox"/> Water Heater <input type="checkbox"/> Plumbing Work <input type="checkbox"/> Electrical Work <input type="checkbox"/> Additions <input type="checkbox"/> Basement/Remodel • Location _____ <input type="checkbox"/> Lawn Irrigation <input type="checkbox"/> Garage <input type="checkbox"/> Other _____	CHICKEN COOP & TENT	<input type="checkbox"/> Chicken Coop <input type="checkbox"/> Tent				
COMMERCIAL & NEW HOME REQUESTS	<input type="checkbox"/> Single Family Residence <input type="checkbox"/> Senior Housing <input type="checkbox"/> Two Family Residence (Duplex) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Multi-Family Residence • (No. Units _____) <input type="checkbox"/> Senior Housing <input type="checkbox"/> Demolition <input type="checkbox"/> Commercial/Industrial Building (NEW) <input type="checkbox"/> Commercial/Industrial Remodeling (Build outs) <input type="checkbox"/> Fire Protection: <input type="checkbox"/> Sprinkler <input type="checkbox"/> Alarm <input type="checkbox"/> Ansul <input type="checkbox"/> Storm Water Connection <input type="checkbox"/> Right of Way	Square Footage of All Areas	1st Floor _____ 2nd Floor _____ 3rd Floor _____ Add. Floors _____ Basement _____ Crawlspace _____ Garage _____ Porch _____ Deck/Patio _____ Outdoor Seat. _____ Outdoor Storage _____ Total _____				
	<table style="width:100%; border: none;"> <tr> <td style="width: 50%; border: none; text-align: center;"><u>New Residential Only</u></td> <td style="width: 50%; border: none; text-align: center;"><u>New Construction Only</u></td> </tr> <tr> <td style="border: none;"> No. of Bedrooms _____ No. of Baths _____ </td> <td style="border: none;"> No. of Tenant Spaces _____ No. & Sizes of Water Connect _____ </td> </tr> </table>	<u>New Residential Only</u>	<u>New Construction Only</u>	No. of Bedrooms _____ No. of Baths _____	No. of Tenant Spaces _____ No. & Sizes of Water Connect _____		
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No. of Bedrooms _____ No. of Baths _____	No. of Tenant Spaces _____ No. & Sizes of Water Connect _____						

Certificate:

I HEREBY CERTIFY THE ABOVE STATEMENTS TO BE CORRECT

The applicant agrees to conform to all applicable Federal, State, and Local laws of this jurisdiction. They also agree that all work performed under this permit will be in accordance with plans and specifications accompanying this application, except for changes as may be required by the adopted Building Code and inspection officials.

Applicant's Signature _____

Date _____

Permit Approved By: _____ Date: _____