



ROOFING PERMIT APPLICATION

2621 THATCHER AVE
RIVER GROVE, ILLINOIS 60171
PHONE: (708) 453-8007
BUILDINGDEPT@RIVERGROVEIL.GOV

VILLAGE PRESIDENT
DAVID B. GUERIN
BUILDING COMMISSIONER
CHUCK FREDRICKSON

SIGNATURE REQUIRED ON PAGE 2

PROPERTY OWNER INFORMATION (please print)

First Name/Business Name		Last Name	
Property Address		Unit #	
Home/Business Phone	Cell Phone	PIN	
Owner (if different)	Owner Phone	E-mail	
Street Address		City, State, Zip	

CONTRACTOR INFORMATION (please print)

Company Name		IL License #
Street Address	City, State, Zip	
Business Phone	Business E-mail	

PROJECT INFORMATION

Description of work being done (be specific): _____ _____ _____	
Valuation of Work \$	JULIE Dig #
AREA OF WORK: ☐ HOUSE ONLY ☐ GARAGE ONLY ☐ HOUSE AND GARAGE	DUMPSTER ON THE STREET OR DRIVEWAY? (requires a permit) ☐ YES ☐ NO

****CONTRACTS OR RECEIPTS ARE REQUIRED FOR ALL PROJECTS****

OFFICE USE ONLY

Received By	Date Received
Approved By	Date Approved
Permit Fee \$	Working Without Permit Fee \$
Permit Number:	Date Issued:



VILLAGE OF RIVER GROVE BUILDING DEPARTMENT

BUILDING COMMISSIONER
CHUCK FREDRICKSON
BUILDING ADMINISTRATOR/DIRECTOR
CATHERINE KARDA

2621 THATCHER AVE, RIVER GROVE, IL 60171 • PHONE: (708) 453-8007 • E-MAIL: BUILDINGDEPT@RIVERGROVEIL.GOV
VILLAGE PRESIDENT DAVID B. GUERIN

FOR YOUR INFORMATION AND SAFETY PERMITTING & INSPECTION POLICY OVERVIEW

Per the Village of River Grove ordinance, contractors or homeowners are responsible to schedule all required inspections for all trades. Permit inspection appointments are needed to be made no less than 24 hours prior to the desired inspection date and time. Required inspections per permit will be clearly marked on the back side of all permit placards. All permit placards are to be displayed in the window of the property, visible to the street, until construction is completed and approved. All permits have an expiration date stated on the front side of the placard. If that permit expires prior to the work being completed, an application form will be required to be resubmitted for an extension with an additional cost. Any additional questions regarding the permitting process and for scheduling inspections call the building department at (708) 453-8007.

7-1-13

INSPECTION OF BUILDINGS UNDER CONSTRUCTION:

The building commissioner shall cause to be inspected all buildings and structures and portions thereof which are in course of being constructed, erected, enlarged, remodeled, altered, repaired, raised, lowered, underpinned, moved or wrecked under a permit issued by the village for the work. The purpose of inspection shall be to ascertain and record whether the work is being undertaken and performed in a safe manner, and complies with the requirements of the building code.

Failure to obtain the necessary inspections prior to the closing of any exposed work may result in a request from the inspectors to reopen the completed job. Failure to obtain permits for all trades and starting the work without permits will result in penalties and fines.

By signing this permit application form, I verify that I have read all of the information and agree to follow all of the required steps in the permitting process.

Contractor/Homeowner Signature

Print Name

Date

Company Name



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ALLEY & GREEN ALLEY PROTECTION GUIDELINES

Pursuant to Section 3-8-20 of Chapter 8 of Title 3 of the Code of the Village of River Grove

(A) It shall be unlawful to ignite any fire or to deposit any material which may be harmful to the pavement or surface thereof, or any waste material, construction debris or any glass or any articles which may do injury to any person, animal or property on any street, alley, parkway or other municipal property.

(B) With the permission of the director of public works or building commissioner, materials may be deposited on streets or alleys preparatory to delivery or use, provided such deposit does not reduce the usable width of the roadway at the point to less than eighteen feet (18'). Such material or equipment, other than material or equipment to be used in actual building construction, shall not be permitted to remain on such street or alley for more than three (3) hours.

(C) Any such material or equipment shall be guarded by lights if the same remains upon any street or alley between sunset and sunrise.

(D) It is unlawful to store, deposit, or dump any material which may be harmful to the green alley pavers, design, or surface including but not limited to construction material, waste material, construction debris or any articles which may injure the green alley and impair the functioning of the green alley for which it has been designed. With written permission of the Director of Public Works, materials may be deposited in green alleys, provided such deposit neither remains for more than three (3) hours nor injures nor impairs the functionality of the green alley.

Upon receipt of written permission, the following guidelines must be met:

1. Two layers of Visqueen must be placed on the total width of the alley;
2. ¾" plywood is to be placed over the entire width of the Visqueen;
3. No staging of any material is permitted in the alley;
4. Pre and post inspection of the alley must take place by a Village of River Grove inspector to ensure all guidelines are followed.
5. Sluice box lined with visqueen for clean out of trucks and materials are required. Clean out of trucks and material on pavers or down sewers is PROHIBITED.

ANY PROPERTY OWNER FOUND IN VIOLATION OF ANY OF THE PROVISIONS IN THIS SECTION SHALL BE SUBJECT TO VIOLATIONS AND FINES UP TO \$750.00

I hereby acknowledge and confirm that I have read the "alley & green alley protection guidelines" stated above. I understand that I am subject to violations and fines if guidelines are not met and followed.

Job Site Address: _____

Contractor/Homeowner Signature: _____ Date: _____

Print Name: _____ Company Name: _____