

Village of Merrionette Park  
11720 S. Kedzie Avenue  
Merrionette Park, IL 60803  
(708)396-3183  
(708)396-3890

APPLICATION FOR BUILDING PERMIT (ROOF)

Date of Application \_\_\_\_\_ Permit # \_\_\_\_\_  
Name of Applicant \_\_\_\_\_  
Address of Structure \_\_\_\_\_  
Owner of Structure \_\_\_\_\_  
Address \_\_\_\_\_  
Phone # \_\_\_\_\_

Contractor's Name \_\_\_\_\_  
Address \_\_\_\_\_  
Phone # \_\_\_\_\_  
Are you currently licensed with the Village? Yes No  
Current License # \_\_\_\_\_ Expiration Date \_\_\_\_\_

Describe work being done: \_\_\_\_\_  
Estimated Cost: \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

Building Commissioner \_\_\_\_\_ Date \_\_\_\_\_

**\*\*MUST HAVE ILLINOIS ROOFING LICENSE\*\***  
**\*\*\*COPY OF CONTRACT BETWEEN CONTRACTOR & HOMEOWNER\*\*\***  
**(INCLUDING ICE & WATER SHIELD& COST TO REPLACE PLYWOOD)**

***PLEASE GIVE 24-48 HOURS NOTICE FOR ALL INSPECTIONS***

conductors, fans, or blowers discharging gases, steam vapor, hot air, grease, smoke, odors or other gaseous or particulate wastes so as to discharge directly upon abutting or adjacent public or private property or that of another tenant.

(J) Accessory structures, fences, sheds.

(1) All accessory structures, including detached garages, fences, sheds and walls, shall be maintained in a structurally sound condition and kept in compliance with all codes. All garages must have doors installed and maintained in good working order.

(2) All exterior surface materials, including wood, composition or metal siding, shall be maintained in a weatherproof condition, properly surface coated, and kept free of peeling paint and graffiti. Such structures shall be kept in good repair so as not to become a harborage for rats or rodents.

(3) It shall be unlawful for any owner or operator to place a temporary or "snow" fence on property, except for short periods of time attendant to construction on the site of which a village building permit has been issued. Every owner/operator shall maintain all fences in good repair and keep them free from rips or missing members. All fences shall be constructed of sturdy, permanent material and be supported by rigid permanent supports. The owner/operator shall protect all wood fence materials, except decay-resistant woods, against decay by using paint or other preservative materials.

(K) Motor vehicles/boats.

(1) Inoperable motor vehicles or parts thereof shall not be stored, except in a closed garage, on any residential premises not permitted to remain in a state of major disassembly, stripped and/or dismantled, for a period longer than 48 hours. Boats, recreational vehicles, motor vehicles and/or trailers shall not be parked on lawns or parkways and shall not block public sidewalks or driveways. No currently unregistered motor vehicle shall be parked on any property in a residential district. At no time shall any vehicle undergo major body work in a residential district.

(2) It shall be unlawful for any owner/operator to store or park any motor vehicle on grass, dirt, parkways or similar natural surfaces or to store any motor vehicle on the exterior of the premises except on a paved driveway or carport.

(L) Graffiti. The owner of the premises shall be responsible for the removal of any and all graffiti placed upon any building, structure, dwelling, garage, driveway, fence or walkway on such premises.

(M) Open fires. Open fires shall be prohibited except as specifically approved by the Chief of the Fire Department.  
(Ord. 92-592, passed 5-20-92)

§ 150.14 EXTERIOR STRUCTURE.

(A) Structural members. All supporting structural members of all buildings, structures and dwellings shall be kept in a structurally sound condition, free of deterioration and capable of safely bearing the loads that normal use may cause to be placed thereon.

(B) Exterior surfaces: foundations, walls, roof.

(1) Every foundation, exterior wall, roof, and all other exterior surfaces shall be maintained in a workmanlike state of maintenance and repair and shall be kept in such condition as to exclude rats, birds and rodents.

(2) All exterior surfaces shall be maintained free of broken glass, loose shingles, crumbling stone or brick, peeling paint, holes, breaks, loose or rotting boards or timbers, and any other conditions which might admit rain or dampness to the interior portions of the walls or ceilings and/or reflect deterioration or inadequate maintenance of the building, structure or dwelling.

(C) Foundation walls. All foundation walls shall be maintained so as to carry the safe design and operating loads of the building, structure or dwelling; said walls shall be maintained plumb and free from open cracks and breaks so as not to be detrimental to safety.

(D) Exterior walls. Every exterior wall shall be free of holes, breaks, loose or rotting boards or timbers, loose peeling paint, and any other conditions which might admit rain or dampness to the interior portions of the walls or to the occupied spaces of the building, structure or dwelling. All exterior surface materials, including wood, composition, or metal siding, shall be maintained in a weatherproof condition and shall be properly surface coated or painted when required to prevent deterioration.

(E) Roofs, gutters and downspout. The roof shall be structurally sound, tight, and not have defects which admit rain; roof drainage shall be adequate to prevent rain water from causing dampness in the walls, ceilings or interior portions of the building, structure or dwelling. All gutters and downspouts shall be securely and firmly fastened to the building, structure or dwelling and shall be free of debris. The discharge of gutters and downspouts shall be retained upon the premises and directed away from adjacent properties.

(F) Decorative features. All cornices, entablatures, belt courses, corbels, terracotta trim, wall facings and similar decorative features shall be maintained in good repair with proper anchorage and in a safe condition.

(G) Signs, marquees, fire escapes and awnings. All canopies, marquees, signs, metal awnings, stairways, fire escapes, standpipes, exhaust ducts and similar overhead extensions shall be maintained in good repair and be properly anchored so as to be kept in a safe and sound condition. They shall be protected from the elements and against decay and rust by the periodic application of weather-coating material such as paint or other protective treatments.

(H) Chimneys. All chimneys, cooling towers, smoke stacks and similar appurtenances shall be maintained in a structurally safe, sound condition and in good repair. All exposed surfaces of metal or wood shall be protected from the elements and against decay or rust by periodic application of weather-coating material such as paint or similar surface treatments.

(I) Stairs, porches and balconies. Every exterior stair, porch, balcony and all appurtenances attached thereto shall be so constructed as to be safe to use and capable of supporting the loads to which it is subjected as required by the Building Code and shall be kept in sound condition and good repair. Exterior steps or stairs shall have uniform risers and uniform treads. Exterior stairs, which are more than two risers high, shall be located as required by the Building Code, and every porch which is more than two risers high shall have handrails so located and of such design as required by the Building Code. Every handrail or railing shall be firmly fastened and must be maintained in good condition. Properly balustrades railings spaced no more than five inches apart, capable of bearing normally imposed loads as required by the Building Code, shall be placed on the open portions of stairs, balconies, landings and stairwells.

(J) Weathertight windows/doors. Every window sash shall be fully supplied with glass window panes or an approved substitute which contains no open cracks or holes. Every window and door shall be fitted reasonably in its frame and be weathertight and rodent proof. Weather stripping shall be used to exclude wind or rain from entering the building, dwelling or structure. Every door hinge, door latch, door and window shall be maintained in good working condition.

(K) Window, skylight and door frames. Every window, skylight, door and frame shall be constructed and maintained in such relation to the adjacent wall construction so as to exclude rain as completely as possible and substantially exclude wind from entering the building, dwelling or structure. Every window, skylight and door

shall be fitted reasonably in its frame and be weathertight. Windows, skylights, doors and frames shall not be boarded up except temporarily in the event of a fire or other emergency and then only for a period not to exceed 30 days.

(L) Glazing. Every required window sash be fully supplied with approved glazing materials which are without open cracks or holes.

(M) Openable windows. Every window, other than a fixed window, shall be capable of being easily opened and shall be held in position by window hardware.

(N) Door hardware. Every exterior door, door hinge and door latch shall be maintained in good condition. Door locks in dwelling units shall be in good repair and be capable of tightly securing the door. No person shall let to another for occupancy any dwelling or dwelling unit unless all exterior doors of the dwelling are equipped with functioning locking devices. Locks which can be secured from the exterior of the dwelling or dwelling unit which cannot be unlocked from the interior are expressly prohibited.

(O) Insect screens; storm doors/windows. Every door and window or other outside opening used for ventilation purposes shall be supplied with approved 16 mesh screening and storm door/storm windows; every swinging screen door or storm door shall have a self-closing device in good working condition. Windows located at or near ground level shall be supplied with adequate screens to prevent an entry of rats or rodents into the building, structure or dwelling. Screens shall not be required in any dwelling units or rooms above the fifth floor.

(P) Basement hatchways. Every basement or cellar hatchway shall be so constructed and maintained as to prevent the entrance of rodents, rain, rats and surface water drainage into the building, structure or dwelling.

(Q) Guards for basement windows. Every basement or cellar window which is openable shall be supplied with rodent-proof shields or storm windows or other materials affording protection against the entry of rats or rodents.

(R) Matching exterior repairs. Whenever repair, replacement or maintenance of exterior walls or roofs is required, such repair, replacement or maintenance shall be undertaken so as to match, conform and be consistent with the existing exterior.

(S) Exterior accessories. Mailboxes, television antennas, doorbells, coach-lights, entrance lights, and the like, shall be securely and firmly fastened to the dwelling and maintained in good repair and working condition.

(T) Sump pump discharge. Sump pump discharge shall be directed away from