



COMMUNITY DEVELOPMENT DEPARTMENT

Permit Procedure:

1. Submit a completed permit application.
2. If a contractor is used, they must be licensed with the Village.
3. Indicate the type of siding to be used and areas to be covered.
4. If house was built before 1978, provide the Village with the required EPA Pre-renovation Right form for Lead hazards, signed by the owner with a copy of your certification.

Specifications:

1. All exterior wall surfaces shall be covered with an approved water repellant membrane (tyvek) or approved equivalent.
2. All seams, doors and windows shall be fastened with manufactures approved tape.
3. The address numbers must be placed back on the house. Numbers shall be a minimum of 4 Inches high in a contrasting color.
4. Caulk along horizontal/vertical channels where water could potentially get behind the siding.
5. Caulk around light fixtures so water cannot get behind or inside the light fixture or electrical box.
6. Nails, flashing & all metal should be corrosion resistant either made of aluminum or high quality galvanized steel.

Inspections:

1. A tyvek inspection is required prior to the siding being installed. Please note 24 hour notice is required for all inspections.
2. Before calling for final inspection **the water meter reader must be reinstalled** and in working condition. Please see pictures below of current water meter devices.



By signing this document you understand and agree to these requirements, you can be charged up to \$500.00 dollars if the water meter reader is not reinstalled.

Signature _____ Phone _____ Date _____

Please note that these specifications and requirements are general and not comprehensive to all of the Village requirements. Additional changes or suggestions may be made by the inspector to ensure that the construction is in compliance with Village codes and Ordinances.