

UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION

PERMIT REQUIREMENTS

Here's a quick and easy "check off" list of the things you'll need when applying for a building permit. Application will not be reviewed prior to this list being completed.

- ____ 1. All required building application forms (pages 1, 2 & 3) are filled out and must be signed by the lot owner. Photocopies will not be accepted. Allow thirty (30) days for review.
- ____ 2. Copy of Ogle County Planning & Zoning and Health Department permits provided to the Association.
- Septic as required for sewage treatment system _____ Sewer (with grinder pump) _____
- ____ 3. Proof of insurance from the lot owner, designating UNITED LOST LAKE P.O.A. as the Certificate Holder. This is the Contractor's Proof of Insurance – a "Hold Harmless Clause" for the POA.
- ____ 4. Two (2) **COMPLETE** sets of blueprints bearing an Illinois architectural stamp, or approval by our building inspector (charge to review blueprints assumed by lot owner).
- ____ 5. One (1) current certified plat of survey, with scaled home location with setbacks.
- ____ 6. A check for building fees in the amount of \$4,100.00 payable to UNITED LOST LAKE POA (\$2,000.00 refundable deposit and \$2,100.00 non-refundable deposit). **NOTE:** Any additional fees or fines incurred during the construction period will be deducted from the refundable \$2,000.00, including the forfeiture of \$500.00 if the exterior is not completed by six (6) months from the day the foundation is laid except in New Landing Subdivision, the six (6) months begins from the date the permit is issued unless a 30-day extension is approved by the ECC. Within 7-10 days after an ECC Certificate of Occupancy has been issued, and after any fees and/or fines have been deducted, a check for the balance from the \$2,000.00 refundable deposit will be mailed to you.
- \$10.00 daily if port-a-potty is not on site as excavation begins. Placement of the port-a-potty should be done in a manner so as not to be an eyesore to neighbors.
 - \$10.00 daily if dumpster is not on site when building material is delivered. Dump trucks or pickups are not considered dumpsters.
 - \$500.00 after six (6) months if the exterior improvements are not completed, unless an extension is approved by the ECC. Then, \$100.00 per month until completion.
 - \$250.00 for each missed inspection.
 - \$100.00 for each re-inspection.
 - \$250.00 for any permit submitted after construction began.
 - The balance of the \$2000.00 refundable deposit will be returned to the contractor/owner if all requirements are met within the prescribed time frame and no fines are imposed.
- ____ 7. Building site is staked out as shown on the scaled drawing with lot pins clearly marked.
- ____ 8. All trees to be removed over 3" in diameter are clearly marked for ECC approval, after the house is staked out and permit has been granted.
- ____ 9. I have read, understand and agree to the terms and conditions of the Building Application package, the Covenants, By-Laws and Rules & Regulations.

LOT OWNER INITIALS: _____

Date: _____

Revised 01/01/10

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UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION
APPLICATION FOR APPROVAL FOR A SINGLE FAMILY DWELLING

SECTION #/NAME: _____ LOT #(s): _____

SITE ADDRESS: _____

PROPERTY OWNER(S): _____

CURRENT MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

HOME #: _____ CELL #: _____ BUSINESS#: _____

EMAIL ADDRESS: _____

Will the home be a "spec" home?: YES _____ NO _____ (If the lot was purchased after May 15, 2006, no spec home is allowed, unless a variance is approved by the Board).

SETBACKS: FRONT: _____ BACK: _____ LEFT: _____ RIGHT: _____

TYPE OF HOME: 1-STORY _____ 1-1/2 STORY _____ 2-STORY _____ TRI-LEVEL _____ BI-LEVEL _____

CONSTRUCTION METHOD: STICK BUILT _____ PANELIZED _____ LOG _____ METAL _____

HEATING: PROPANE _____ How will propane tank be stored? _____ ABOVE _____ BELOW

ELECTRIC _____

SQUARE FOOTAGE OF LIVING AREA (EXCLUDING GARAGE & PORCH(ES)): _____

BASEMENT SQUARE FOOTAGE: _____ (**NOTE:** All homes with basements must have outside access via a door or approved escape window).

GARAGE: ATTACHED _____ DETACHED _____ SQUARE FOOTAGE: _____ (**NOTE:** Lost Nation Subdivision requires attached garage (for 2 or 3 cars) not to exceed 900 square feet).

DECK: YES _____ NO _____ If yes, size: _____

TYPE OF EXTERIOR SIDING: _____ COLOR: _____ (**NOTE:** Exterior walls must be R19 and ceiling must be R38).

ROOFING MATERIAL: _____ COLOR: _____

PROPERTY OWNER SIGNATURE: _____ **DATE:** _____

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FOR ECC USE ONLY

IS CULVERT REQUIRED? NO _____ YES _____ IF YES, DIAMETER SIZE? _____

PERMIT EXPIRATION DATE: _____

UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION

CONTRACTOR INFORMATION SHEET

GENERAL CONTRACTOR: _____
ADDRESS, CITY, STATE & ZIP: _____
PHONE # _____ CELL # _____
EMAIL _____

PLUMBING CONTRACTOR: _____
PLUMBING LICENSE # (REQUIRED): _____
ADDRESS, CITY, STATE & ZIP: _____
PHONE #: _____ CELL #: _____
EMAIL: _____

ROOFING CONTRACTOR: _____
ROOFING LICENSE # (REQUIRED): _____
ADDRESS, CITY, STATE & ZIP: _____
PHONE # _____ CELL # _____
EMAIL _____

EXCAVATION CONTRACTOR: _____
ADDRESS, CITY, STATE & ZIP: _____
PHONE # _____ CELL # _____
EMAIL _____

FOUNDATION CONTRACTOR: _____
ADDRESS, CITY, STATE & ZIP: _____
PHONE # _____ CELL # _____
EMAIL _____

FRAMING CONTRACTOR: _____
ADDRESS, CITY, STATE & ZIP: _____
PHONE # _____ CELL # _____
EMAIL _____

ELECTRICAL CONTRACTOR: _____
ADDRESS, CITY, STATE & ZIP: _____
PHONE # _____ CELL # _____
EMAIL _____

MECHANICAL CONTRACTOR: _____
ADDRESS, CITY, STATE & ZIP: _____
PHONE # _____ CELL # _____
EMAIL _____

PLEASE MAKE SURE YOUR CONTRACTOR HAS A COPY OF THE **CONSTRUCTION RULES & REGULATIONS** ON PAGE 4. DURING THE BUILDING PROCESS, YOU ARE ACCOUNTABLE FOR THE MISCONDUCT OF THE CONTRACTORS WORKING ON YOUR HOME.

THE PROPERTY OWNER IS ENCOURAGED TO CALL COMED PRIOR TO CONSTRUCTION TO SET UP AN ACCOUNT FOR THE ADDRESS WHERE THE NEW HOME WILL BE BUILT. PERSONAL INFORMATION (I.E. SOCIAL SECURITY #) WILL BE ASKED FOR BY ComEd, SO IT ADVISED FOR THE PROPERTY OWNER TO MAKE THE INITIAL CALL AND NOT THE CONTRACTOR. ComEd CAN BE REACHED AT 866-639-3532, OPTION #2, OPTION #2.

UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION CONSTRUCTION RULES & REGULATIONS

YOU ARE ACCOUNTABLE FOR THE MISCONDUCT OF THE CONTRACTORS WORKING ON YOUR HOME.

1. Speed limit is 20 mph.
2. Limited weight restrictions coincide with Ogle County Highway road postings.
3. Any construction sign must be removed from property when the ECC Certificate of Occupancy is issued.
4. Dumpster must be on site at time of building material delivery. When dumpster reaches allowable capacity, it must be removed and replaced promptly. The ECC must approve before dumpster is removed permanently.
5. Port-a-potty must be on site when excavation begins. Port-a-potty can be removed after plumbing is functional.
6. Construction hours are Monday to Friday 7 a.m. to 7 p.m., Saturday and Sunday 8 a.m. to 5 p.m.
7. Building permits must be posted on site before construction begins.
8. Drainage ditches are not to be driven through and driveways with approved culverts must have rock installed before any excavation begins.
9. Do not place excavated dirt, materials, tree stumps or brush on adjacent property (unless letter of consent is obtained).
10. Mud tracked on the street must be removed daily.
11. Follow approved survey and house plans. **DO NOT CHANGE ANYTHING WITHOUT ECC AND COUNTY APPROVAL.**
12. Concrete washout is not to be placed on any street or in any ditch.
13. Occupancy cannot take place until the ECC and Ogle County have each issued a Certificate of Occupancy.
14. Ditches and swales must be restored to their original condition.
15. All construction is to be in accordance with International Residential Code 2006, International Mechanical Code 2000, National Electrical Code (NEC) 2005, State Plumbing Code 2004, Ogle County Building Codes, R19 walls and R38 ceilings are required, New Landing and Lost Nation Covenants, By-Laws, Rules & Regulations, and the Board's administrative policy as adopted from time to time.
16. All construction will be subject to inspections during construction. These inspections are subject to change at the discretion of the inspector(s), with prior reasonable notice to homeowner. It is the responsibility of the general contractor to contact our Building Inspector or his representative for the following inspections:
 - a) Footing Inspection (setbacks).
 - b) Electrical Service Inspection.
 - c) Rough-In Inspection (pre-drywall framing, electrical, HVAC and plumbing).
 - d) Final Inspection. **NOTE:** Homeowner or contractor must be present for this inspection.

OTHER INSPECTIONS:

- e) Contact Ogle County Planning & Zoning, or go to their website at OgleCounty.Org for their appropriate inspections (stakeout, footings and occupancy).
 - f) Contact the State Plumbing Inspector for plumbing inspections, if required (underground, before drywall & final).
17. Minimum setback from front line is 27 feet, minimum setback from rear lot line is 30 feet; side setbacks are 15 feet or in New Landing – 10% of lot width if less.
 18. No detached building in New Landing can be larger than 12 x 16, and in Lost Nation, no detached buildings are allowed without a variance.
 19. **LATE PERMIT REQUEST AND REINSPECTION FEES OR FINES:**
 - \$ 10.00/day for no dumpster on site when building material is delivered
 - \$250.00 for any permit submitted after construction began
 - \$100.00 for each re-inspection
 - \$250.00 for each missed inspection. **Note:** Missed inspections may be required to show workmanship before inspector will proceed to the next inspection.
 - \$ 10.00/day for full dumpster/not replaced promptly
 - \$ 10.00/day if port-a-potty is not on site as excavation begins. Placement of a port-a-potty should be done in a manner so as not to be an eyesore to neighbors
 20. Mold/mildew remediation necessary if mold/mildew is found during inspection.
 21. The general contractor, subcontractors, their families or friends MAY NOT use the amenities of the community, unless they are property owners.
 22. Propane tanks installed above ground must be screened from sight on all four sides with solid wood fencing 12 inches above tank height. If shrubs are used, plants should be at least 36 inches at planting and grow to concealment height within one growing season. Shrubbery coverage not allowed in the Lost Nation Subdivision: **LATTICE PANELING, PLYWOOD OR USED LUMBER IS NOT ACCEPTABLE.**
 23. No fencing of any type is permitted on a lot, other than propane tank enclosure. Fencing is allowed in the Lost Nation Subdivision (wood pickets or chain link to a maximum height of 5 feet).
 24. Dog runs may not be more than 196 square feet and enclosed with approved fencing.
 25. Above ground swimming pools must have a minimum of 3-foot safety railing attached to the pool. In-ground pools must have a 5-foot high fence no more than 4-feet from the perimeter of the pool.

UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION CONSTRUCTION DEPOSIT REQUEST FOR REFUND 6-MONTH ECC INSPECTION REPORT

REFUND REQUEST AMOUNT: \$2,000.00

NAME: _____ SECTION # OR NAME /LOT # _____

PROPERTY ADDRESS: _____

I, THE UNDERSIGNED ECC INSPECTOR, CERTIFY THAT I HAVE INSPECTED THE ABOVE PROPERTY AND FOUND THE FOLLOWING CONDITIONS:

1. EXCESS AND SCRAP BUILDING MATERIALS HAVE BEEN REMOVED YES___ NO___
2. MISCELLANEOUS DEBRIS INCLUDING TREE LIMBS & STUMPS HAVE BEEN REMOVED FROM THE PROPERTY AND ADJOINING PROPERTIES YES___ NO___
3. ALL DAMAGE TO ADJOINING PROPERTIES HAS BEEN REPAIRED YES___ NO___
4. APPROVED CULVERT IS PROPERLY INSTALLED YES___ NO___
5. DRAINAGE PROBLEMS BETWEEN LOTS ARE RESOLVED VIA HORSESHOE SWALE LINES AS REQUIRED YES___ NO___
6. FINAL AND FINISHED GRADING HAS BEEN COMPLETED YES___ NO___
7. LAWN HAS BEEN SEEDED OR SODDED, OR RETURNED TO ITS NATURAL STATE YES___ NO___
8. EXTERIOR HAS BEEN COMPLETED YES___ NO___
9. DRIVEWAY HAS BEEN COMPLETED FOR NORMAL USE YES___ NO___
10. PERMANENT ADDRESS NUMBERS ARE LEGIBLY POSTED YES___ NO___
11. ROAD AND SHOULDER AREAS ARE CLEAR OF MUD, ROCK, CONCRETE WASHOUT AND OTHER DEBRIS YES___ NO___
12. DITCHES HAVE BEEN RESTORED AND SEEDED OR SODDED WITH GRASS YES___ NO___
13. PROPANE FUEL TANK PROPERLY SCREENED (4 SIDES) YES___ NO___
14. GRINDER PUMP IS INSTALLED (if required) YES___ NO___

INSPECTED BY: _____
ECC INSPECTOR

DATE: _____

TREASURER: _____

DATE: _____

United Lost Lake Property Owners Association
RULES AND REGULATIONS
CONSTRUCTION OF SANITARY SYSTEMS AS APPLICABLE

(These Rules Do Not Apply to the New Landing Subdivision)

Sanitary systems (Individual Sewage Treatment Systems: **ISTS**) for dwellings at Lost Lake must be of a design approved by the State of Illinois Department of Public Health (herein after referred to as **SOI**), Ogle County Health Department (herein after referred to as **OC**), and the United Lost Lake Property Owners Association (herein after referred to as **ULLPOA**) for use in our lake-oriented community with special soil and sub-surface conditions. In the case of conflicting regulations, the most restrictive will apply unless otherwise specified. All owners must submit plans for approval to the Ogle County Health Department for systems meeting the Health Departments' and the Lost Lake Property Owners Associations special requirements of each individual lot. The sanitary system will be designed by a State of Illinois licensed engineer or other professional approved by the **ULLPOA**. The Ogle County approval, with all supporting documentation, including a site plan (*drawn to scale*) clearly showing the septic system and test boring locations, will be submitted to the **ULLPOA** with the application for a building permit for approval. The sanitary system will be located in accordance with the **ULLPOA** setback requirements for the applicable site type. No portion of any building, driveway, patio etc. will be placed over the septic field. The same rules apply to any replacement or modification of an existing sanitary system.

The installation of all mechanical septic systems will require the property owner to enter into a written agreement with the **ULLPOA** concerning maintenance and operation of the system which will then be recorded in Ogle County so that the agreement "runs with the land", and is binding on subsequent owners.

All septic systems will be sized in accordance with the **ULLPOA** requirements where specified, and if not otherwise specified, then in accordance with the most restrictive of the Ogle County Sewage Disposal Private Systems ordinances and/or with the Illinois Department of Public Health Private Sewage Disposal Code, with the following additional requirements: In houses with unfinished areas, the septic system design load will be increased by one bedroom for every 300 square feet of unfinished area (not including garages). The minimum septic tank size allowed is 1,500 gallons. Where a standard septic system, including a standard seepage field, cannot be installed, other systems should be investigated including a mound system, which may be acceptable.

Each site will be evaluated individually based upon valid data as submitted.

UNITED LOST LAKE PROPERTY OWNERS ASSOCIATION
MOUND SEPTIC SYSTEM REQUIREMENTS
(THESE REQUIREMENTS DO NOT APPLY TO THE NEW LANDING SUBDIVISION)

A mound system will be acceptable only in cases where a standard septic system cannot be constructed and where the following requirements are met:

- 1) An appropriate SOIL ANALYSIS must be performed in a minimum of *three locations and at depths* in accordance with the requirements of the State of Illinois or Ogle County, *whichever is most demanding*. The proposed seepage system (field) must be located as required relative to such tests.
- 2) A minimum of *24 inches of pre-existing natural unsaturated soil is required* above bedrock or the seasonal high water table prior to construction of any mound system.
- 3) An *allowable pre-existing natural slope will not exceed 12%* (approximately 1 foot vertical and 8 feet horizontal) anywhere within the proposed field; if the soil test indicates poor absorption then the maximum slope will be no greater than 6%.
- 4) The boundary of any absorption bed must comply with all setback requirements for the site type as specified in the Covenants.
- 5) The mound, when constructed in accordance with the ULLPOA requirements will not protrude more than 18 inches above the highest pre-existing surface of the lot containing such field.
- 6) Sites overlooking the lake will maintain landscaping so as not to overtly alter the existing appearance of the area as viewed from the lake. The proposed field will be free of trees (must be cut prior to construction and only after a permit has been issued). However, wooded lots must maintain a density of trees so as not to greatly alter the appearance from across the lake. On a heavily wooded lot, trees more than 3 inches may be removed (by permit only) for such a system but a density of existing trees must be maintained at a rate of one per 500 square feet of field area. (Approximately 30 feet apart).
- 7) All Covenants and Rules & Regulations apply. A property owner of record is responsible for all actions of contractors, developers, realtors, or persons acting on their behalf.