

ENVIRONMENTAL CONTROL COMMITTEE (ECC) Building Permit Application for House

Property Owner Name: _____

Present Address: _____

Present Telephone Number: _____

Heritage Lake Subdivision LOT(s): _____ UNIT: _____

Property Address: _____

Builder (if not property owner): _____

Builder Address: _____

Builder Telephone: _____

Received by ECC: _____

Hereafter the Heritage Lake Homeowner's Association is referred to as HLHA. The Covenants, Conditions, Easements, and Restricts document that every HLHA member must agree to prior to becoming a member is referred to hereafter as the CCE&R's and the Erosion Control and Drainage Channel/Bank Stabilization Policy is referred to hereafter as the ECP.

After submitting this permit, the ECC will arrange a meeting with the interested parties to go over the following points in the permit plus any applicable parts of the CCE&R's and/or the ECP.

The following fee(s) are applicable to this permit:

Permit fee: \$30

Environmental Impact fee for new house: \$2,000

Required Inspections fee: \$300

Date paid: _____ By whom: _____ Amount: \$2,300.00

Construction Deposit (2% of estimated construction, covers common property damage and fines)

Date paid: _____ By whom: _____ Amount: _____

The deposit is refunded after Final Occupancy Inspection by the ECC and after all fines, fees, and assessments are paid in full by contractor/lot owner.

All structures must comply with the HLHA CCE&R's. The guidelines contained with this permit are reminders and clarifications of the regulations contained in the CCE&R's and/or the ECP. The legal interpretation of the CCE&R's takes precedence over the guidelines presented here if found in conflict. This permit applies to all construction on lot during initial house construction.

1. Type of structure proposed (check appropriate category):
 - House with attached garage
 - House with unattached garage
 - House with no garage

2. House description
 - a. Square feet of living space on ground level:
 - b. Total square feet (living space):
 - c. Style:
 - Ranch
 - Bi-level
 - Two-story
 - Tri-level
 - Other (please specify)

3. Exterior covering:
 - Brick
 - Stone
 - Wood
 - Vinyl
 - Other (please specify)

4. Exterior Color(s):
 - a. Siding:
 - b. Roofing material and color:

5. Masonry data (only foundations of aggregate type construction will be considered):
 - Full basement
 - Crawl space
 - Other (please specify)

6. Foundation material: no wood or packed gravel is allowed
 - Poured walls
 - Block walls

7. Special features (please mark all that apply):
 - Walk-out basement
 - Drive under garage
 - Steps up to grade level
 - Patio
 - Garage apron
 - Other (please specify)

8. Interior features (please check all appropriate items and indicate quantity if more than one):
- Living Room
 - Den
 - Dining Room
 - Kitchen
 - Bedrooms
 - Bathrooms
 - Utility Areas
 - Family Room
 - Fireplace
 - Wood Burning Stove
9. Heating:
- Natural gas
 - Propane gas
 - Electric baseboard
 - Electric forced air
 - Other (please specify)
10. Unattached Garage:
- a. Length/Width Total square feet:
 - b. Construction material
 - c. Exterior covering
 - d. Exterior color
11. Decks and porches - must be shown on building plans as well as plot plans submitted for the building permit:
- a. Length/Width
 - b. Construction material
12. Will trees be removed? Tree removal is only allowed within 10 feet of construction and septic field.
- Yes (if yes, please specify number) (Mark the trees to be removed with paint or ribbon)
 - No

Do not remove trees or clear ground prior to the submission and notification of approval or disapproval of the building permit. Trees over three inches in diameter must be approved by the Environmental Control Committee before removal. Any cutting of trees over three inches in diameter without the approval of the ECC will result in a fine of \$100.00 per tree. Clearing/Grading will result in a \$500 per incident and \$500 per day until either permission is granted or proper ground cover is established.

13. Describe the type of septic system and field that this house will have. **You must provide the ECC with the Tazewell County Health Department Septic Permit before approval.**

14. Is this your own home?

Yes

No

15. Is this a spec home?

Yes, please sign here after reading the following:

No

The ECC will only allow one permit for a spec house to be granted and open at any time. Once this house is sold to the future occupant at any time during the construction, the spec house status on that permit will change and another spec house permit can be granted. Permits will be granted in the order that they were received by the date submitted. This regulation is in place to protect the timeliness of sale and home value of our 500+ home owners in our private lake association. At any time there are a number of homes for sale at HLA and in the interest of the homeowners, the ECC can not dilute their value by competition with an equal number of spec homes. Refer to CCE&R section 5.A.ii.cc.

16. Will your structure be resting on, attached to and supported by a perimeter foundation? (The foundation must be poured concrete or block.)

Yes

No

17. Is this a **modular construction**? (if this home, garage and/or outbuilding is to arrive on site with subfloor, walls and roof already constructed and trailered to the building site, it is a modular construction) Modular homes will not be allowed.

Yes

No

18. Has proper Right of Refusal been obtained from lot owners on the right and left of property? Are there property line disputes? Proof will be required if the lot has been purchased less than 3 years before filing of this permit. The ECC will not grant approval until all known legal issues or claims on property have been resolved by the property owners.

19. Are lot owner and builder in good standing with HLHA? Approval requires owner and builder to be in good standing with the HLHA in regards to all fines, fees, and assessments. Any issues should be listed here.

20. Is there anything else that you need to inform the Environmental Control Committee in this building permit process?

ECC Requirements

- Completed Building Permit Application for House
- Building Plans
- Plot Plans / Site Development Plan
- Tazewell County Building Permit #:
- Septic Plans/Design & Tazewell County Septic Permit #:
- Geological and Soil Plan
- Drainage Control Plan
- Site Grading and Excavation Plan

_____ Date: _____
 Property Owner's Signature

_____ Date: _____
 Contractor's Signature (if applicable)

ECC Action

- Approval
- Disapproval

ECC Members' signatures (two required):

_____ Date: _____

_____ Date: _____

*Protests to this opinion must first be filed with the ECC. The ECC will meet as a group with the affected parties to hear issues. If complaint is unsatisfied, a second protest may then be placed with the Heritage Lake Board at the next monthly meeting. To add protest to the board meeting agenda, contact the Heritage Lake office. The board decision at this meeting is final.

Heritage Lake Office phone: **309-359-8012** email: hlaoffice@verizon.net

Building Inspection Sheet

1st Inspection - Foundation – after footing is poured, before walls are poured.

Date Requested\Performed:

Findings:

2nd Inspection - Rough in - after all plumbing, electrical, and gas work has been done. Right before wall coverings are applied.

Date Requested\Performed:

Findings:

3rd Inspection – Final Occupancy - before move in by occupant, after all construction activities are complete.

Date Requested\Performed:

Findings:

Septic Inspection - Septic - performed by Tazewell County Health Department before septic system is covered.

Date Requested\Performed:

Findings\Type of Septic System:

REQUIREMENTS FOR BUILDING PERMITS

The following requirements for a building permit from Heritage Lake have been established by the Heritage Lake Environmental Control Committee (ECC):

1. **Read** the CCE&R's, Erosion Control Policy and other documents contained in Builder's Packet. This is a private homeowner's association and every lot owner and builder/guest is subject to the regulations. The regulations have been established by the members for the betterment of our community, our property, and our environment.
2. **Most important**, contact the ECC to walk through your lot to determine if it is buildable before you proceed to clear it. HL rules take precedence over County rules and should be discussed before applying to the County. You can submit this application before you receive County approvals but **the ECC will require all applicable Tazewell County permits to be acquired before granting this permit. Acquiring the correct Tazewell County permits does not guarantee approval by the ECC.**
3. Provide **at least one copy of your building plans and plot plan** to the ECC. **All such plot plans shall be prepared by either a registered land surveyor or engineer or architect.** Plot plans submitted to the committee for consideration in the building permit process shall contain:
 - a. Lot lines and corner markers found, for boundaries of lot
 - b. Location and dimensions of existing and proposed structures
 - c. Proposed driveways and off street parking areas
 - d. Proposed location of septic system
 - e. Current and new drainage patterns
 - f. Tree removal/land grading locations
 - g. Plan for the permanent control of the erosion created by development. Retaining walls, buffer zones, terraces must be drawn in.
 - h. Contour lines must be included on this plan at 2' gradients.
 - i. Drainage channels and severe slopes must also be on plot plan.
4. **Stake out your project** in respect to all setbacks. Objects that need defined by staking are the house, driveway, garage, and septic system. In brief the **setbacks for a house and garage** are as follows:
 - a. Front setback is equal to one-half ($\frac{1}{2}$) of the width of the adjoining road right-of-way. The setback is measured from the lot line.
 - b. Front setback on corner lots applies to each lot line that runs adjacent to a road. Therefore a corner lot will have at least two front setbacks.
 - c. Front setback on a cul-de-sac lot shall be on an arc the radius of which is equal to the radius of the cul-de-sac plus thirty-three (33) feet.
 - d. Side setbacks are 10 feet from the lot line to the overhang.
 - e. Rear setback is 30 feet or 25% of the depth of the lot, whichever is greater. (example: a 200 foot deep lot would have a 50 foot rear setback).
 - f. Rear setback for a lake lot is 50 feet from the high water mark of the lake.
 - g. On lots that are near the high power electrical lines and towers, there is a 50' CL (center line) setback from the lines. It is the responsibility of the lot owner to confirm proper setback with the utility company.

5. It is the responsibility of the homeowner and/or builder to initiate all inspections by contacting and scheduling with the ECC or Heritage Lake Office manager. There are **4 inspections required**. (1) **Foundation**, (2) **Rough In** of plumbing and electrical, and (3) **Occupancy**. The 4th inspection needed is the **septic installation** inspection by the Tazewell County Health Department. An independent building inspector will perform the three HL inspections. The HL office should be contacted one week (7 days) before an inspection is needed to ensure an inspector is available. The ECC will contact either the lot owner or the builder within 48 hours after the inspection to communicate its completion. Failure to request and receive these inspections will result in a **\$500 fine per occurrence**. The inspector can request removal of wall coverings in order to complete a missed inspection.
6. Be sure you and your builder are in **good standing** with the HLHA. All fines, fees, and assessments must be current.
7. Provide date of ownership of lot and proof of signed/waived right of refusals.
8. Provide a **security deposit** in the form of a cashier's check or certified check equal to 2% of the cost of such construction to Heritage Lake Association for any residential structure to be constructed. The deposit shall be no less than \$500.
9. To reduce erosion potential from bare ground over the winter and early spring, no building starts will be allowed in the period from November 1st to March 31st.
10. Heritage Lake road weight limits go into effect on January 1st of each year and are in effect until April 15th of each year. A maximum allowable load of 6 tons (12,000 lbs) will be strictly enforced with a minimum \$500 fine (HLA Rules and Regulations section I.C).
11. **Minimum living area** on the ground level of a dwelling cannot be less than 700 feet.
12. HLHA mandates that all new homes constructed in the Heritage Lake Homeowner's Association are required to have a backflow regulator attached to the water line coming into the house. This complies with the Illinois EPA regulation as of May 1, 1991.
13. House must face the road and/or in same direction as neighboring houses. House must be centered on lot if possible; only in special circumstances may a house be placed off center while still meeting all setback variances.
14. **No live tree removal is allowed** at HLHA without the permission of the ECC. Contact the committee **before** clearing any trees over 3 inches in diameter. Fine is \$100 per tree.
15. Failure to apply for a permit before **clearing of land or grading** for construction will result in a \$500 fine per incident and non-complying actions will be required to be remedied. Failure to remedy will result in a \$500 fine per day.
16. All **cleared land must be protected** according to the Heritage Lake ECP, the Tazewell County Erosion, Sediment and Storm Water Control Ordinance, and State of Illinois regulations pertaining to ground cover, slope, and erosion. Basically you must prevent sediment and pollutants from leaving your property with silt fences and ground cover.

17. Construction of homes and garages will not be allowed in the **drainage channels and slump areas** of natural swales and gullies where in the opinion of the ECC:
 - a. There would be damage to the structure from the flow of water.
 - b. The new construction would cause additional erosion above existing conditions.
 - c. The current drainage flow would be diverted onto another property either against the owner's wishes or would create an environmentally unsound concentration of drainage.
 - d. The current drainage is blocked thereby creating ponding and stagnant conditions.
18. There will be **no filling or alteration of natural swales and gullies** without written approval from the ECC and the HLHA Board.
19. Construction will not be allowed in **flood prone areas** and seasonal wet areas.
20. Entrance to construction site must be in place with culvert **before** construction may begin. 12" Corrugated Polyethylene or Steel Culvert Pipe is recommended. **Culvert Pipe under 10" diameter will not be allowed.** Confirm diameter with ECC before placement. This entrance need only be completed from street to property line, **but must be in place and used as the only entrance to the construction site.**
21. No part of a septic system may be within 50 feet of the lake or stream emptying into the lake.
22. **Be sure to check with Tazewell County Health Department to see if any septic variances are needed. As of May 2003, in the interest of public and environmental health, no variances, building, or septic, will be granted in Heritage Lake unless under very special circumstances.**
23. The ECC will hold open the building permit for **6 months** after approval. **If construction is not completed after 6 months from the date the permit was granted, the ECC will cancel the permit and return the net deposit less any fines, fees, or damages.** The permit and environmental impact fees will not be refunded and must be paid again if a new permit is sought. Before building can commence the permit application process will have to be repeated. After the initial term, the permit will be extended another 6 months after payment of \$100 fine. Every 6 months after this extension, the fine will be \$500 until the construction is complete (approval of Final Occupancy Inspection).
24. Keep trash picked up and only burn paper and untreated wood products. Do not leave fires unattended. Violations will be reported to Tazewell County and the Illinois EPA.

The ECC has 30 days from the receipt of this permit to approve/disapprove. A copy of the permit will be kept at the Heritage Lake office.

Any violation of the building requirements during construction will subject the lot owner and/or contractor to work stoppage and/or fines.