

SUGAR VALLEY LAKE HOMES ASSOC, INC

BUILDING PERMIT APPLICATION

PROCEDURES

1. A survey of the lot prior to construction by a licensed surveyor is recommended.

(10ft easements are required in the back and sides of the lot, and all living units must be 25ft from the road.)

2. Complete the building request form and return it to:

SVL, 53 Fairway Dr., Mound City, KS 66056

-or

tracy@sugarvalleylake.com

3. The request form will be reviewed by management within 24 hours of receipt.
4. The request form will then be forwarded to the Architectural Committee for review and official approval.
5. There may be clarifications or modifications requested by the Architectural Committee before approval, so please allow for at least a month for the process to be completed.
6. Notification of official approval will be made by SVL management.
7. A building permit may also be required from the county which is the responsibility of the applicant to obtain before any construction can begin.
8. **NO CONSTRUCTION CAN BEGIN UNTIL THE REQUEST IS APPROVED BY THE ASSOCIATION ARCHITECTURAL COMMITTEE AND LINN COUNTY OFFICIALS, IF AT SVL.**

Building Regulations

1. Owners and builders are urged to obtain a copy of current Covenants and Restrictions and their By-Laws before proceeding with construction. In the event that the Covenants and Restrictions or County codes are more restrictive than this application, the most restrictive provisions will apply. Linn County is zoned, and it is necessary to obtain a building permit from the Zoning Administrator in Mound city, (where applicable). Linn county and Association building permits are required for, but not limited to any additions to existing structures, moving, or constructing any structure on any lot and placement of holding tanks. Placement of docks, fences, walls, additions to drives/sidewalks, trenching or any major earth or gravel work require only an Association permit. Repair of driveways in kind does not require a permit. If in doubt, please check with the General Manager for clarification/additional information. Permit applications must be filed with the Association for signature and approval by the General Manager and the Architectural Control Committee.
2. Approved holding tanks with a minimum capacity of 1500 gallons must be installed on any lot containing a dwelling house, single wide or double wide manufactured home. Linn County and association permits are required. See Sanitation Code of Linn County for minimum standards.
3. Outside toilets are not allowed on any lot.
4. The exterior of the permitted structure shall be finished within six months of commencement of construction. If not completed within that time period, a new permit is required.
5. All materials used for construction of the exterior of the permitted structure shall be new. All permitted structures shall be painted or stained on the exterior.
6. Sheds and garages are to be used for storage only and must not contain living accommodations.
7. Not allowed on any lot are accumulations of trash, debris, vehicles not currently registered: vehicles disabled more than one month, campers/sheds/trailers/boats/docks or boathouses that are in disrepair or are unsightly.
8. Signs, other than addresses shall not be placed or maintained on any lot.
9. Construction of fencing requires a permit. Only Association approved types and heights of fences are allowed. Contact General Manager for details.
10. Placement of mobile homes or single wide trailers constructed prior to June 15, 1976, is not allowed.
11. Mobile home and camper plats are 5, 7, 9, 17, 18, 19 and 22 at Sugar Valley Lakes and 3, 4, 8, 9 and 10 at Hidden Valley Lakes.
12. Single wide manufactured homes are not permitted on building lots.
13. Placement of a dwelling house or a manufactured home or camper on lots located in the plats listed in section 11 above shall not be closer than 25 ft. to the front lot line, with a 10 ft. setback from the side and rear lot lines.
14. Campers with self-contained holding tanks may use the Association's wastewater dumping facilities. Dumping of sewage including "gray water" is not permitted except at the Association's wastewater dumping facilities.
15. See Linn County's Zoning Regulations for minimum standard construction. Placement of new & existing mobile homes require a permanent poured or concrete block enclosure. Existing mobile homes that are remodeled must have enclosures constructed in the same manner. Additions to manufactured homes must comply with all requirements of C.A.B.O. One- and Two-Family Dwelling Code.
16. Building lots are all lots not located in plats listed in paragraph 11 above.
17. Dwelling houses must have a minimum of 600 square feet of floor space and must be situated on a permanent foundation.
18. Basements may not be occupied until the exterior of the dwelling is completed.
19. Pull type trailers, motor homes, campers and tents may be placed on building lots only when being used for temporary camping as outlined in Article III, Section 1 (f) of the Declaration of Covenants and Restrictions. Temporary camping during the period November 1-March 31 is defined by the Association as camping only when the member is present overnight and must not exceed ten days per month. Extended camping permits must be executed for the summer season (April 1-October 31). Summer temporary camping permits will be issued with certain restrictions and may be cancelled or denied, for cause at the discretion of the Board of Directors, General Manager, or the Architectural Control Committee. See separate form.
20. All double wide, modular, and other types of manufactured homes on building lots shall have footings and permanent concrete curtain walls. No skirting is allowed.
21. Before construction proceeds on a vacant lot, applicant is urged to obtain his own surveyor to establish lot corners. The Association cannot warrant correctness of existing lot corner stakes.
22. **REQUIRED PRIOR TO/DURING CONSTRUCTION SIGNATURE SCHEDULE:**

Staking checked by _____	(for Association)	Date _____
Initial construction phase checked by _____	(for Architectural)	Date _____
Final construction checked by _____	(for Architectural)	Date _____

FOR SVL MANAGEMENT TO FILL OUT ONLY

Applicant Name: _____

SV or HV Plat: ____ Lot: ____

SVL Building Permit Checklist

I – Informational CNM – Condition Not Met CM – Condition Met N/A – Not Applicable

____ SVL building permits are required for any type of structure or addition to the property.

____ Outside must be of new material.

____ If not completed in 6 months, a new permit is required.

____ Living unit must be set back 25 feet from roadside property line (or shore property line if on a lake).

____ Front of living unit must face road or lake, if on lake.

____ Must have 10-foot easements on sides and back.

____ All sheds or other outbuildings or free-standing structures must be behind living unit.

____ Fences require an approved building permit.

____ Docks require an approved building permit.

____ Living units must have 600 or more of living space — can stand upright and walk around.

____ Single wide manufactured homes are not allowed.

____ Double wide manufactured living units must have a permanent foundation.

____ Living units at SV must also be approved by Linn County.

____ Sewage holding tank planned for living units.

____ Fee paid.

APPROVED/UNAPPROVED

REVIEWED BY:

General Manager: _____ Date: _____

FOR SVL MANAGEMENT TO FILL OUT ONLY

Applicant Name: _____

SV or HV Plat: ____ Lot: ____

Dock Checklist

I – Informational CNM – Condition Not Met CM – Condition Met N/A – Not Applicable

_____ Maximum length is 40 feet. Exception can be made.

_____ Material Requirements— none at present.

_____ Width requirements — none at present.

_____ Height requirements— none at present.

_____ Walkway requirements — none at present.

_____ Slide, slip, diving board or other enhancements — none at present.

_____ Mooring requirements— none at present.

_____ Float Requirements— none at present

_____ LN/BB County Requirements— none at present.

_____ Electrical Restrictions/Requirements—none at present.

_____ Association permission & fee paid.

APPROVED/UNAPPROVED

REVIEWED BY:

General Manager: _____ Date: _____

FOR SVL MANAGEMENT TO FILL OUT ONLY

Applicant Name: _____

SV or HV Plat: ____ Lot: ____

Fencing Checklist

I – Informational CNM – Condition Not Met CM – Condition Met N/A – Not Applicable

_____ Maximum height of 8 feet.

_____ Approved by the Association.

_____ Retaining wall is separate application.

_____ Prior to regs — same type fencing 'rules' apply.

_____ Front yard rules — 30 inches high, decorative, finished surface facing out.

_____ No fence on lake shore or golf course easements.

_____ Posts & support beams not on outward side or if outwards, integral to design of finished surface.

_____ On street facing fences, gate required on street side.

_____ Fence wire must conform to residential character of property.

_____ No hog wire, chicken wire, slatted, barbed wire, log, brush, etc.

_____ Fee Paid.

APPROVED/UNAPPROVED

REVIEWED BY:

General Manager: _____ Date: _____