

Vacant Lot Driveway Permit

Purpose: Permit for a driveway on a vacant lot.
Fee: \$150.00 (completely refundable upon successful completion of construction and final ACC/ECC inspection).
NOTE: There is an automatic \$250.00 fine for failure to obtain an ACC/ECC permit prior to construction.
Processing: ULLPOA Board approval is required if the driveway being installed is not the primary driveway used in conjunction with a single-family dwelling. Allow 30 days for review process to complete.

Please fill in the following information completely. Please print legibly.

Section _____ **Lot Number(s)** _____

Property Owner's Name _____

Property Address _____

Home Phone _____ **Cell Phone** _____ **Email** _____

Please read and understand this checklist:

- Provide one drawing of lot and location of driveway, to scale.
- Driveways are not to be placed over septic systems.
- The State of Illinois Department of Public Health and Ogle County Health Department must approve any changes to drainage sewage treatment systems.
- Culverts must be a minimum 18 inches in diameter. When this is not possible, it must be sized as necessary to allow proper drainage.
- Only the primary driveway going to the garage, or the driveway used in conjunction with the house, can be paved with concrete or black top.
- Only one driveway per lot is allowed.
- The ACC/ECC and the ULLPOA Board must approve any driveway on a lot that is not the primary driveway used in conjunction with a single-family dwelling.
- Driveways will be completed within 9 months of project start. Extensions may be granted on a case-by-case basis due to unforeseeable conditions.
- Fee for a vacant lot driveway permit is \$150.00, and is completely refundable upon successful completion of construction and final ACC/ECC inspection.

Culvert Configuration: # of pipes _____ **Diameter of Pipe(s):** _____

"I hereby certify that the information submitted herein by me is true and correct, and that all rules, regulations and codes will be observed during the construction period of property improvement."

Property Owner's Signature

Date

ACC/ECC Representative's Signature

Date

Permit Expiration Date

I understand and agree that if the driveway is placed on a lot without a house, the driveway must be removed prior to conveyance of either the lot or the single family dwelling house, if sold separately. Removal of the foundation, driveways and walkways used in conjunction with the driveway is also required.

Property Owner's Signature

Date

Contractor Information

Contractor's Name _____
Address, City, State and Zip _____
Phone _____ Cell Phone _____ Email _____

Construction Rules & Regulations

Contractor is to be given a copy of these Construction Rules & Regulations before the construction process commences. Property owner is responsible for the misconduct of the contractors. Ogle County and United Lost Lake POA permits are to be displayed in such a manner that they are visible from the street.

Contractors, please read and understand these rules:

- Speed limit is 20 miles per hour.
- Weight limit restrictions coincide with Ogle County Highway road postings.
- Any construction sign must be removed from property when the final inspection has been completed.
- Construction hours are Monday thru Friday 7 a.m. to 7 p.m., Saturday and Sunday 8 a.m. to 5 p.m.
- Drainage ditches are not to be driven through.
- Do not place excavated dirt, materials, tree stumps or brush onto adjacent property.
- Mud tracked on the street must be removed daily.
- Any changes to plans must be approved by ACC/ECC.
- Concrete washout is not to be placed on any street or ditch.
- Ditches and swales must be restored to their original condition.
- No temporary structures or trailers may be used for the purpose of storage or residence. However, a contractor may use a temporary structure to store tools and material used during the construction process.
- Late permit request and re-inspection fees or fines, where applicable:
 1. \$10.00 per day for no dumpster on site when building material is delivered.
 2. \$250.00 fine for any construction started without a permit.
 3. \$115.00 fine for each re-inspection.
 4. \$250.00 fine for each missed inspection. Missed inspections may be required to show workmanship before inspector will proceed to the next inspection.
 5. \$10.00 per day for full dumpster not replaced promptly.
- The contractors, subcontractors or their families are allowed to use the amenities of the community provided they either: (1) are a ULLPOA property owner, or (2) have a valid guest pass issued by the ULLPOA.
- Property owner must check with the Lost Lake Utility District (www.lostlakeutilitydistrict.org) for water lines intruding on the property that may interfere with construction of any type.
- Property owner must check with appropriate provider for electric, phone and cable that may interfere with construction.
- Dumpsters should be located such that they do not impede or hinder street traffic.
- The ACC/ECC must be notified of any changes to construction plans, or changes in contractors.

ACC/ECC Final Inspection

_____ Miscellaneous debris including tree limbs and stumps have been removed.
_____ Any damage to adjacent properties has been corrected.
_____ Approved culvert is properly installed.
_____ Road shoulder and culvert areas have been cleared and cleaned.

ACC/ECC Representative's Signature

Date