



**United Lost Lake Property Owners Association**

903 Missouri Dr. Dixon, IL 61021 | 815-652-4491 | FAX: 815-652-8664 | office@discoverlostlake.org

**Detached Garage Permit**

**Purpose:** Permit for a new garage.  
**Fee:** \$845.00 (\$345.00 is non-refundable and \$500.00 is refundable upon successful completion of construction and final AECC inspection).  
**NOTE:** There is an automatic \$250.00 fine for failure to obtain an AECC permit prior to construction.  
**Processing:** ULLPOA Board approval is required. 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** \_\_\_\_\_

**Setbacks** Front (27' minimum) \_\_\_\_\_ Back (30' minimum) \_\_\_\_\_ (\*) Left \_\_\_\_\_ (\*) Right \_\_\_\_\_

*\* Left and Right setbacks are 15 feet, or 10% of the lot's width, whichever is less.*

**Please read and understand this checklist:**

- Submit one set of blueprints or CAD drawing including site plan with elevation to scale for AECC review.
- Construction must be completed within 9 months from excavation. Extensions may be granted on a case-by-case basis due to unforeseeable conditions.
- Submit a copy of the Ogle County permit.
- The State of Illinois Department of Public Health, and Ogle County Health Department will approve any changes to drainage sewage treatment systems.
- In no event shall any such outbuilding ever be used as a residence or dwelling house or place for human occupancy or habitation, either temporary or permanent
- No temporary structures or trailers shall be used for the purpose of residence.
- Setbacks are to be in accordance with Ogle County requirements.
- A stand-alone garage should be built on the house lot. If not practical, then a garage may be built on an adjacent lot, with the overhead door visible from the residence if possible.
- In the event that there is no easement between two adjacent lots, one of which has a house on it, a garage may be placed on the lot line with Ogle County permission.
- Garages are to be used in conjunction with a dwelling house.
- The exterior roof and siding must conform to the architectural style of the dwelling house. Garages must be single story and no greater than 1,080 square feet. Garage floor must be concrete.
- Pole barns are not permitted in Lost Lake.
- A silt fence is required on any property adjacent the lake.
- Fee for a Garage Permit is \$845.00 (\$345.00 is non-refundable and \$500.00 is refundable upon successful completion of the AECC final inspection). This is to cover the cost of inspections, in the event that there are missed inspections, re-inspections or fines the additional costs will be taken out of the refundable portion. The homeowner is liable for any misconduct or damage exceeding \$845.00.

***"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**

\_\_\_\_\_  
**Contractor's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**AECC Representative's Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Permit Expiration Date**

I understand and agree that if the garage is placed on a lot without a house, the garage 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 garage is also required.

\_\_\_\_\_  
**Property Owner's Signature**

\_\_\_\_\_  
**Date**

**Contractor Information**

General Contractor \_\_\_\_\_  
Address, City, State and Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Plumbing Contractor \*\* \_\_\_\_\_  
Contractor License Number \_\_\_\_\_  
Address, City, State and Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Roofing Contractor \*\* \_\_\_\_\_  
Contractor License Number \_\_\_\_\_  
Address, City, State and Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Excavation Contractor \_\_\_\_\_  
Address, City, State and Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Foundation Contractor \_\_\_\_\_  
Address, City, State and Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Framing Contractor \_\_\_\_\_  
Address, City, State and Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Electrical Contractor \_\_\_\_\_  
Address, City, State and Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

Mechanical Contractor \_\_\_\_\_  
Address, City, State and Zip \_\_\_\_\_  
Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ Email \_\_\_\_\_

\*\* In the event of replacement of a plumbing or roofing contractor, the new license number must be given to the AECC.

## **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 through 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 AECC.
- 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](http://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 AECC must be notified of any changes to construction plans, or changes in contractors.

## **Inspection Requirements**

In addition to any inspections by Ogle County, the following inspections are to be performed:

1. Casper's Home Inspection, LLC  
Phone: 815-440-2146

### **FOOTING**

**ROUGH-IN** (framing and electrical)

**FINAL.** The homeowner or general contractor must be present during the final inspection. Before this final inspection is performed, a plumbing inspection must have passed (if required).

2. Illinois Department of Public Health  
Phone: 815-987-7511

### **PLUMBING**

No plumbing inspection is required if the garage will not have plumbing.

**FOR OFFICE USE ONLY:**

3. AECC (ULLPOA)  
Phone: 815-652-4491

**FINAL INSPECTION**

The AECC final inspection is done so that you may recover the refundable portion of the permit fee, which is only refunded after successful completion of the AECC final inspection.

- Excess scrap and building materials have been removed.
- Miscellaneous debris including tree limbs & stumps have been removed from the property & adjacent properties.
- Any damage to adjacent properties has been corrected.
- Approved culvert is properly installed.
- Roads and shoulder areas are clear of debris.
- Drainage problems between lots are resolved via horseshoe swale lines as required.
- Final and finish grading has been completed.
- Lawn has been seeded or sodded and returned to its natural state.
- Exterior has been completed.
- A functional driveway has been completed.
- Permanent address numbers are legibly posted.
- Road and shoulder areas are clear of mud, rock, concrete washout and other debris.
- Ditches have been restored and seeded or sodded with grass.
- Propane tanks are screened on all 4 sides.
- Grinder pump is installed, if required.

**REFUNDABLE PORTION OF DEPOSIT:           \$ 500.00**

**DEDUCTION FOR MISSED INSPECTION(s)       \_\_\_\_\_ (\$250.00 each)**

**DEDUCTION FOR REINSPECTION(s)           \_\_\_\_\_ (\$115.00 each)**

**DEDUCTION FOR ACC/ECC FINE(s)           \_\_\_\_\_**

**TOTAL AMOUNT TO BE REFUNDED:   \$ \_\_\_\_\_**

\_\_\_\_\_  
**AECC Representative's Signature**

\_\_\_\_\_  
**Date**