

October, 17, 1966  
February 21, 1973  
March 17, 1976  
June 4, 1979  
June 26, 1990  
June 21, 2010



## **TROUT VALLEY ASSOCIATION** **BUILDING GUIDELINES AND REQUIREMENTS**

These guidelines have been prepared to assist owners and contractors in processing plans for design approval at a minimum cost and time for the owner. Pertinent excerpts from the “Trout Valley Association Deed Restrictions Abstract” have also been included.

The Building Committee will meet the first and third Monday or Tuesday of each month, or as scheduled by the Chairman. Plans must be received by the Chairman of the Building Committee by noon of the Saturday preceding the above scheduled meeting dates. Should the meeting date fall on a holiday, the meeting will be rescheduled by the Chairman. Meeting time will be at 7:00 p.m. at a place designated by the Chairman.

The results of all decisions reached by the Building Committee will be sent to the owner or prospective owner in writing within one week after the meeting.

### **PRELIMINARY DESIGN APPROVAL**

The intent of the Preliminary Plan or Design Approval is to be of direct benefit to the owner or prospective owner before he/she invests funds necessary for final plans.

1. The owner, prospective owner and his/her architect or builder should carefully review the “Trout Valley Association Deed Restrictions Abstract.”
2. Consideration should be given to the style and quality of architecture by a future owner before the purchase of a lot. The existing type of architecture in any given area should be considered when determining the scale and architecture of the proposed new residence
3. Duplication of identical models is to be avoided.
4. Floor plan and elevations, photo or perspective of the residence is required.
5. Completion of the Preliminary Design Package Check List is necessary in submitting a request for preliminary approval.

6. Send all required materials to: Building Committee Chairman, Trout Valley Association, PO Box 242, Cary, IL 60013

### **FINAL PLAN APPROVAL**

After Preliminary Design Approval has been obtained, the owner or prospective owner should send the final plans for Final Plan Approval to the chairman of the Building Committee via the aforementioned channels. The Final Plan Package must be complete before being considered for approval.

At the direction of the board of Directors of the Trout Valley Association, the Final Plan Package must contain the following items before the Building Committee can process the Final Plan Package:

1. **Final Plan Package** checklist completely filled out and signed by owner.
2. **Plot Plan or Layout and Lot Survey**: A plot plan drawn to scale must show the residence and garage complete with the following:
  - a. Dimensions from house and garage to all property lines (dimension line should be direct to nearest point of property lines).
  - b. Building set-back lines and easements of record.
  - c. Well locations (can be approximate, but within 10 feet of final location).
  - d. Septic system, drop boxes or distribution boxes and field lines, number, size, length and dimensions to lot lines. Include capacity, locations and dimensions of septic tank (dimension distance from house and property lines). It is permissible to submit the septic system data as a separate layout prepared by a registered professional engineer and as required by McHenry County. Septic systems must comply with EPA requirements and McHenry County codes.
  - e. Approximate route of underground electric lines.
  - f. Size, type, and length of culverts and elevation to and over Trout Valley right-of-way and roads. Include type of surface.
  - g. Size, type and length of culverts and elevation of invert, including headwalls, size and type of material (concrete, stone, etc.) Show ditch-line flow elevations across property frontage.
  - h. **Grades, Existing and New**: All plot plans or layouts, whether the lot is flat, rolling, or a hillside lot, must portray a complete grade system existing, and proposed. Abrupt change in grade, butts, etc. must show top and base grades, new and existing, and method of holding the bank on sloped areas. House plan elevations must show the slope of ground as existing and proposed final grades. Plot plan must give present grades at four or six quadrants of house and garage, as well as finished floor grades of residence and new proposed grades four or six quadrants of house and garage. New grades will be shown to clearly portray the transition of the ground to meet original lot grades. A permanent bench mark must be established, shown on plot plan, and maintained during construction. This bench mark will be the basis of determining the original and new grade system for the given lot.

It is important that the topography of the land remain similar so as to blend with the surrounding terrain.

- i. Trees: Plot plan is to show the accurate location of all trees within the building area and within 10 feet of the house perimeter. The plan should designate those trees to be removed.
  - j. Location of Residence: The owner or contractor should locate the house and garage on the property by providing building corner stakes and they should conform to the location shown on the plot plan or layout accompanying final plans.
  - k. Plot plan should show location and type of yard light(s) and mailbox.
  - l. Attach a copy of property survey.
3. **Building Plans**: Plans submitted shall follow standard drafting practices using appropriate scale with all four elevations shown complete and with floor plan. All sides of a house are to be considered of equal importance in the design and consistent appearance should prevail throughout. Architect-designed plans, whether custom or stock, are preferred.

Plans for remodeling and/or additions must be presented in the above manner, including elevations of the existing residence to include the addition.

The following information shall be shown on the plan, and material and color samples submitted for:

- a. Type and color of exterior finish material (e.g., brick, stonework, wood, trim, shutters).
- b. Color and type of roofing.
- c. Accent color (if any).

4. **General Information**

- a. Plan Processing Fee: **Non refundable** - A plan inspection and processing fee for \$40 (check made payable to Trout Valley Association) for each residence must accompany the final Plan Package. This will be used to defray the expenses incurred in processing plans, inspections, etc. and will not be refunded if final plans are approved.
- b. Performance Bond: **Refundable** - The owner's check for \$1,000, **\$2,500 or \$5,000 (see below)** must be submitted with final Plan Package. When construction is completed and a final inspection is made by Trout Valley Association, or its inspector designee, the \$1,000, **\$2,500 or \$5,000** will be refunded, providing there have been no unsatisfied damages to private or public property, or violations of plan approval conditions (in writing), or violations of Deed Restrictions of record. NOTE: The owner must request return of bond in writing, **or via email to the current chairman**, for Building Committee action.
  - \$1,000 fee – modifications or minor additions such as, but not limited to, decks, patios, pools, screened porches, extensive landscaping, etc.**
  - \$2,500 fee – room additions, enclosed porches, garages, second story additions, etc**
  - \$5,000 fee – new home construction**
- c. If changes in the placement or exterior appearance of the house are planned or required by field conditions after written approval has been given, the Building Committee is to

be notified and approval of these changes must be obtained before construction can proceed.

- d. Underground electrical service should be considered on all residential property.
- e. The burning of construction trash and scrap constitutes a potential fire hazard to the community and will not be permitted.
- f. The owner's attention is directed to the requirements of Paragraph 21, Section E, of the Trout Valley Association Deed Restrictions Abstract." This refers to landscaping to be completed within six months after completion of the residence.
- g. The Building Committee requires a week in which to notify an owner or prospective owner's agreement to comply with any changed made by the Committee, ad a condition of the approval, shall be evidenced by his/her signature and a copy of the letter of approval which will be returned to the Committee. No construction work shall commence until this has been received by the Committee. One set of blueprints will be retained by the Trout Valley Association.
- h. Check list: Completion of the final Plan Package Check List is necessary in submitting the requests for final approval.
- i. The owner's contractor or contractors must file a current certificate of insurance covering public liability and property damage in the amount of \$100,000/\$300,000, as well as Workmen's Compensation requirements for the State of Illinois, before construction can commence.
- j. The Building Committee cannot process a Final Plan Package for approval until the owner's property dues, assessments, penalties, etc., have been paid and are current and in good standing.