

Impala Woods POA

PROCEDURES FOR OBTAINING A CITY BUILDING PERMIT

Note: Any construction started before a permit is issued, the cost for the permit will increase to \$50.00. Any construction completed without a permit is \$100.

BEFORE ANY CONSTRUCTION CAN *BEGIN* YOU MUST:
CHECK LIST: (Permits are only valid for 90 days before acquiring a permit from the City of Onalaska)

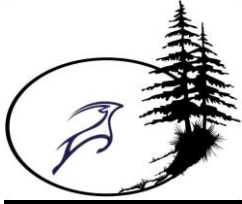
1. Building permit applications cost \$25.00 each.
2. Place stakes marking your property lines and stake the new construction project location within the setback lines on your property.
3. Complete the Impala Woods POA ***Building Permit Application*** and contact the architectural committee for approval.
4. After approval by the IWPOA Architectural Committee members they will signed the ***Building Permit Application and make a copy for the office files.***
5. You will then take the completed application to Onalaska City Hall for a CITY PERMIT.
6. **You must make a copy of CITY PERMIT and drop it by the POA Office for the POA files.**
7. **The City building permit must be posted so it is visible from the street before any construction begins.**

NOTE:

- Building permits are required to relocate a building on Your property.
- All fences require building permit from the IWPOA.

INSPECTION

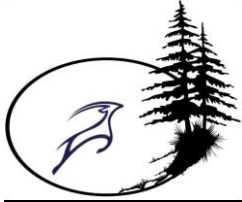
- Stakes marking property line.
- 10 ft. setback at front and 5 ft. at sides and back are clearly marked.
- Spray paint or stakes showing project location
- Square footage of improvement shown on the application.
- Pictures and Plat with location of Improvements are
- Fences – on back & sides lot lines marked with stakes and to show a 10ft. set back from front of property line (**Mark Clearly**).



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ARCHITECTURAL COMMITTEE CONTACT INFORMATION

- Jearl Johnson - 936-661-1418
- Gerald Gary - 713-480-5349
- Terry Mueller – 936-223-0226



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BUILDING PERMIT APPLICATION

Warning!

Your CITY PERMIT must be posted before work begins to avoid penalties.

Today's Date: _____ Date Issued: _____ Expiration Date: 90 days from date issued

Property Owner(s): _____

Property Owners Mailing Address: _____

Impala Woods Property Address: _____ Sec __ Blk __ Lots _____

Physical Address: _____

Phone: (____) _____ Cell Phone: (____) _____

- *Please fill out all sections that apply to the type of improvement, construction and attach the site plan.*
- **Attach all documents required for approval of residential use only!**
- **Your building set back lines within your property boundaries are normally (ten feet) 10' along the street and (five feet) 5' on the sides & rear of the property. See recorded plats at the office.**
- **Culverts are required for all driveways**

Class of work: New _____ Addition _____ Alteration _____ Repair _____ Relocate _____

Describe work: _____

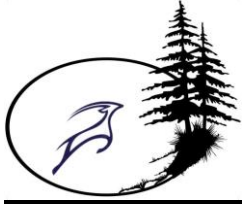
Sq. Ft. _____ Cost \$ _____ [Water Yes ___ No ___] [Sewer Yes ___ No ___]

[Electrical Yes ___ No ___] [Gas Yes ___ No ___] [Heat-A/C Yes ___ No ___]

Contractor's Name _____ Phone (____) _____ License # _____

Initials:

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Type of improvement:

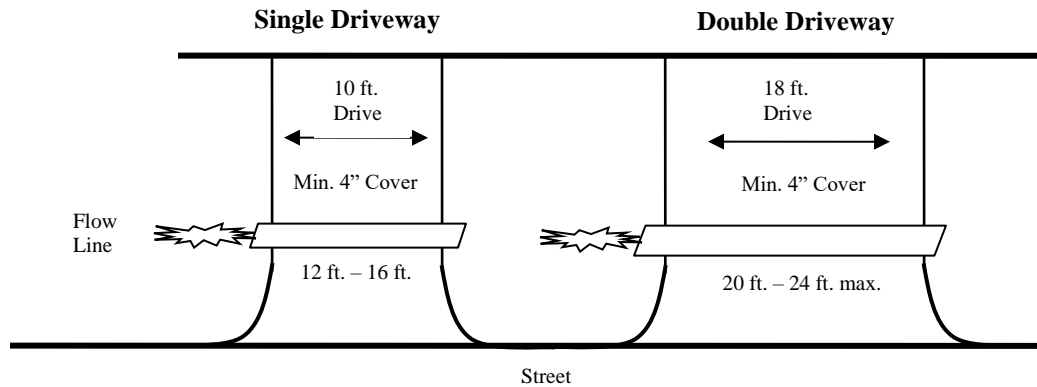
Attach copies: for items (1-4) Pictures, Bill of Sale or Contract

Bill of Sale:

Pictures: Yes _____ No explain _____

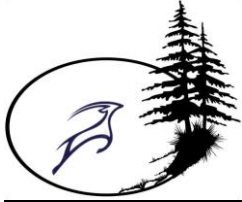
Mobile home must be less than 5 years from manufacture date.

1. **Mobile or Modular Homes:** New ___ Used ___ Size _____ Color _____ Year _____
Make _____ Exterior Material _____
2. **Site Built Home/Garage:** Floor plan, outside elevations and site placement must be attached. Sq Ft under roof _____ Sq Ft Porches _____ Garage Yes ___ No ___ Size _____ Exterior materials _____ Estimated date of Completion _____
3. **Carports, Decks, Porches, Storage Buildings, and All Detached Structures:**
Type of structure _____ New ___ Used ___ Size _____
Exterior Material _____ must be of commercial quality materials.
Color _____ Year _____ Make _____ **(No Shipping Containers)**
4. **All Fences:** Show on *plat copy* exact location. May be placed on side and back lot lines, then 5' (five foot) set back from the front property line. May **NOT** be placed on easements as per recorded plat. **A City Permit is only required for a privacy fence 6 ft. or greater in height.**
New ___ Used ___ Materials _____ Color _____ Height _____
5. **Culverts:** Contact City for appropriate size from property line. Show on plat location. All culverts fall under the authority of the City of Onalaska Building Code. An **inspection** must be made by an Onalaska City Inspector **before the culvert is covered up.**
Requirements: **Contact City of Onalaska** for appropriate size.



Initials:

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Special Notice

Minimum composite lot size: structure in excess of 392 sq. ft. must be on a composite lot of no less than 4,000 sq. ft. (2 lots) or structure in excess of 600 sq. ft. must be on a composite lot of no less than 6,000 sq. ft. (3 lots) per Restrictions page 2, #5 Minimum Composite Lot size.

The Property Owner assume all responsibility for conforming to the specification set forth in this permit and those of the Deed Restrictions for the Section the construction is being done in.

This Impala Woods P. O. A. building application must be taken to Onalaska City Hall for a city permit before any construction can begin. **You must bring the city permit to the P.O.A office for a file copy to be made and placed in your file.**

Any changes made to this document after signed by the board will invalidate this permit.

Property Owner's Signature: _____

Date Signed: _____

Architectural Member

Approval: _____

Date Approved: _____

Architectural Member

Approval: _____

Date Approved: _____

Funds Collected From The Property Owner

Date	Cash	Check	Amount
Received by:			

Initials:



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Drawings

Initials:

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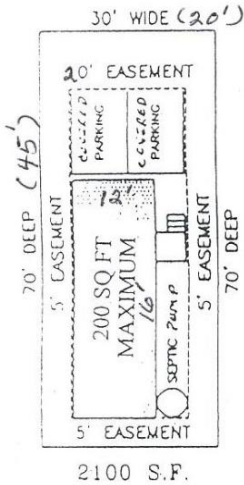


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WARNING! Your PERMIT must be posted on your Property before work begins to comply with the Onalaska City ordinance.

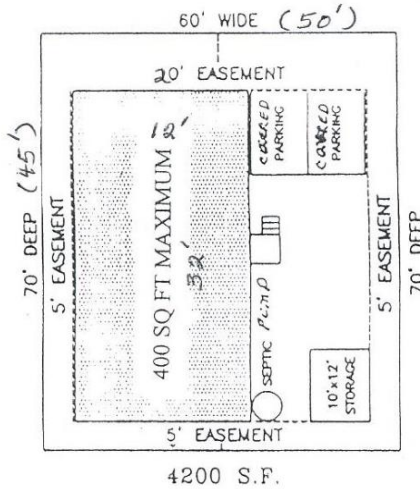
ONE LOT

CAMPER OR SINGLE WIDE



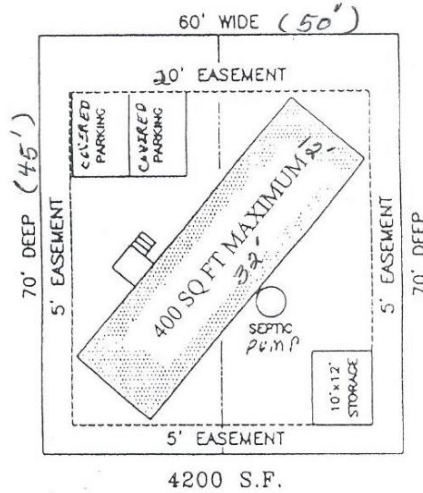
TWO LOTS

"NOT TO SCALE"

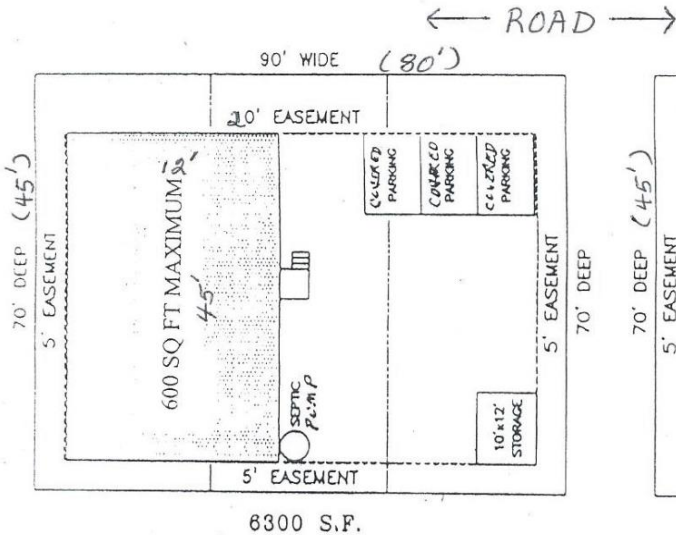


TWO LOTS

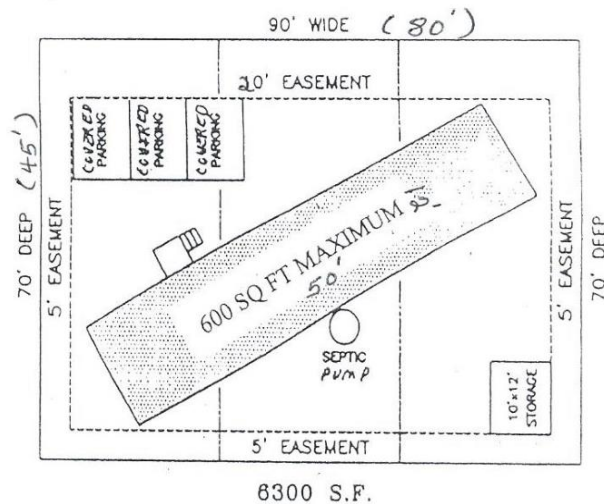
SINGLE WIDE



THREE LOTS



THREE LOTS



NOTE: THE MAXIMUM TRAILER SIZES ARE PICTORIALLY SHOWN.