

## BUILDING PERMIT FOR HOLIDAY VILLAGES LIVINGSTON

OWNER/CONTRACTOR INFORMATION      ACCOUNT #:      DATE SUBMITTED:

SECTION: \_\_\_\_\_ LOT: \_\_\_\_\_ COUNTY PERMIT # \_\_\_\_\_

911/STREET ADDRESS: \_\_\_\_\_

OWNER/APPLICANT NAME: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

EMAIL ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

## CONTRACTOR INFORMATION:

COMPANY NAME AND/OR CONTACT PERSON NAME: \_\_\_\_\_

COMPANY/CONTACT PERSON PHONE NUMBER: \_\_\_\_\_

COMPANY/CONTACT PERSON EMAIL ADDRESS: \_\_\_\_\_

## NOTICE TO PROPERTY OWNERS' DISCLAIMER

Information regarding the improvements for this building permit was furnished by the owner of the property and is not a result of any survey prepared by the Architectural Control Committee of HVLOA.

Prior to placing the property on the market, the developer had a survey in which all lots were staked and a plat recorded. However, utility companies and property owners destroy stakes and move them which could affect the improvement placed on your property. **HVLOA has no liability for improvements that are placed incorrectly on your property. If any of your improvements are constructed or placed on the wrong lot or encroach on easement areas or fail to comply with setback lines, it will be your responsibility to have the improvement moved.** It is recommended that an independent survey be prepared by the property owner prior to any improvements being placed on the property as the Architectural Control Committee shall not be liable for any discrepancies in the property boundaries. It is further recommended that prior to the construction of a permanent residence, the owner goes through a title company to insure a clear title to the land.

It is also recommended that all utilities be set up prior to structural development, and all structures that contain bathrooms must have both septic and water installed. Additionally, all driveway/culvert development should be completed prior to the installation of other structures. See separate permit for that work

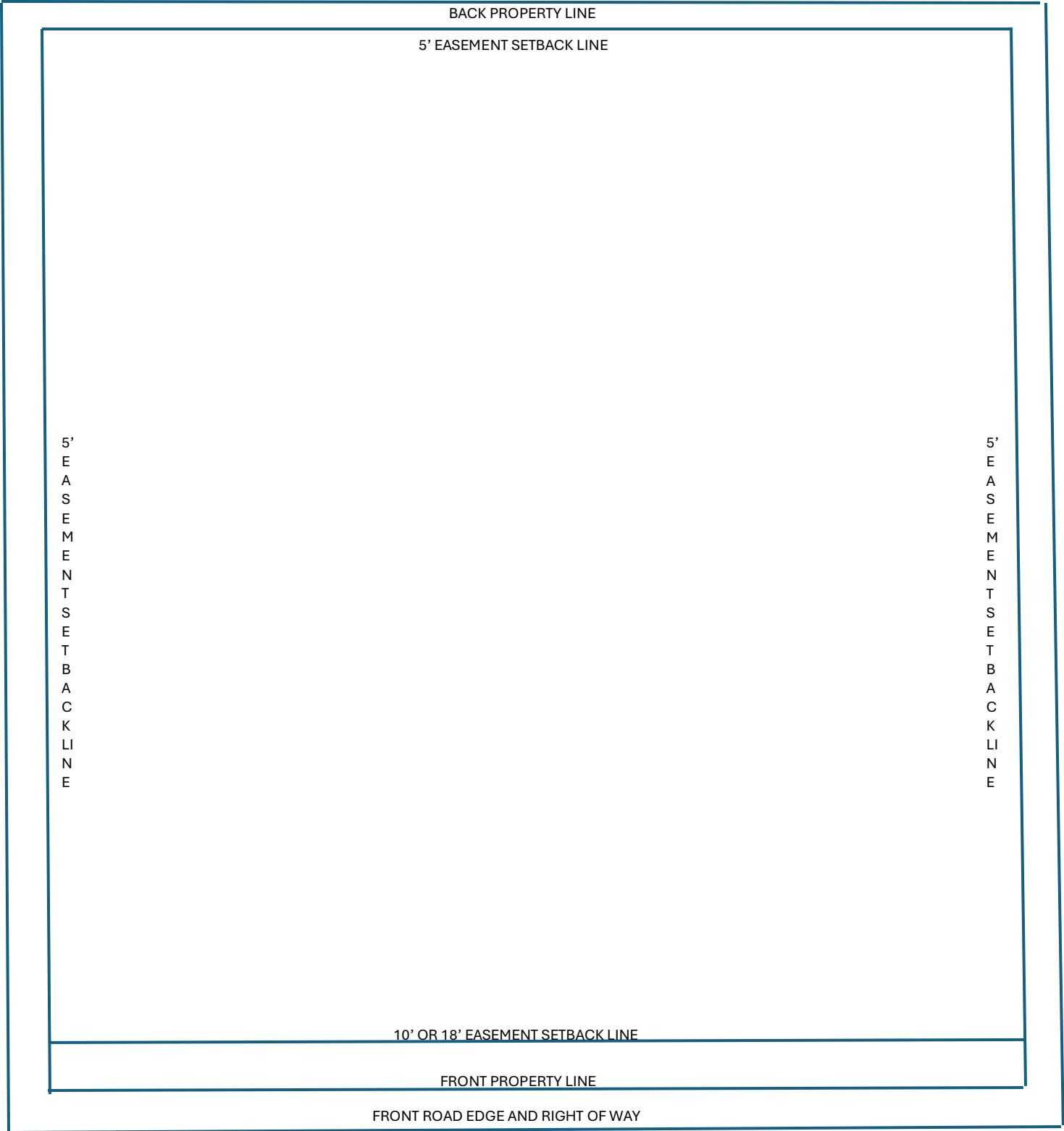
**ALL DELIVERIES WILL GO THROUGH THE BACK GATE ONLY. PROPERTY OWNERS ARE RESPONSIBLE FOR ANY AND ALL PROPERTY DAMAGE TO ROADS, CULVERTS AND EASEMENTS.**

The applicant agrees that the improvement will be constructed/installed according to the descriptions, plans, and drawings submitted herewith and will comply with all Subdivision Deed Restrictions and Bylaws. Applicant understands that the approval of this application is void if construction and/or installation is not commenced within eight (8) months from the approval date and is void if not completed as to the exterior finish and appearance within six (6) months from commencement date or within 60 days after a mobile home is moved onto a lot. The permit can be extended by ACC for six (6) months, \$50 Fee. The applicant further agrees to maintain said improvements after construction/installation with all Subdivision Deed Restrictions and Bylaws.

**THE APPLICANT ACKNOWLEDGES THAT THEY HAVE READ AND UNDERSTAND THE ABOVE DISCLAIMER; AND THE APPLICANT CONFIRMS THEY HAVE READ AND UNDERSTANDS THE SUBDIVISION RESTRICTIONS THAT COVER THIS PROPERTY; AND THE APPLICANT CONFIRMS THEY ARE REPRESENTING ALL OWNERS/CO-OWNERS OF PROPERTY.**

DATE: \_\_\_\_\_ SIGNATURE OF APPLICANT: \_\_\_\_\_

APPLICANT MUST FURNISH SITE PLACEMENT DRAWING FOR ALL IMPROVEMENTS, SHOWING THE SIZE OF PROPERTY AND THE IMPROVEMENT(S) AND THE DISTANCE TO THE SETBACK LINES. (Include all existing structures as well)  
(Front/Road side setback is 10’ for all Sections except J which is 18’,  
and all side and back setbacks are 5’)



## I **PERMANENT DWELLING – SITE BUILT**

You **must** attach a set of plans (blueprints) and specifications that include a floor plan, site placement drawing and exterior finishes. No used existing building or structure can be moved or placed on lot. All lots are restricted to use for single family residential purposes only. A private residential structure must be at least 750 square feet (excluding porches, decks, garages, etc.) and no more than 2 stories in height. Complete all of the following blanks as applicable.

Purpose/Use (circle one) Permanent Residence / Vacation Home / Rental Property

Dimensions \_\_\_\_\_ Square footage \_\_\_\_\_ Number of stories \_\_\_\_\_

Number of Bedrooms / Bathrooms \_\_\_\_\_ / \_\_\_\_\_

Siding Material \_\_\_\_\_ Finish \_\_\_\_\_ Color \_\_\_\_\_

Under skirting material \_\_\_\_\_ Finish \_\_\_\_\_ Color \_\_\_\_\_

Roofing material \_\_\_\_\_ Type of Foundation \_\_\_\_\_

## II **PERMANENT DWELLING – MOBILE HOME**

You **must** attach a set of plans (blueprints) and specifications that include a floor plan, site placement drawing and exterior finishes. No used existing building or structure can be moved or placed on lot. No Mobil Homes over 5 years old will be approved by the Architectural Control Committee. You must submit two pictures of the actual home and the serial numbers and HUD seal numbers for each section. All lots are restricted to use for single family residential purposes only. The Mobile Home must be at least 750 square feet (excluding porches, decks, garages, etc.). The Mobile Home must be underpinned and under skirted within 60 days after placement on lot. Complete all of the following blanks as applicable.

Purpose/Use (circle one) Permanent Residence / Vacation Home / Rental Property

Dimensions \_\_\_\_\_ Square footage \_\_\_\_\_ Year of Mfg \_\_\_\_\_ New \_\_\_\_\_ Used \_\_\_\_\_

Make: \_\_\_\_\_ Model: \_\_\_\_\_ Dealership: \_\_\_\_\_

SEC	HUD SEAL #	SERIAL #	VERIFICATION
1	_____	_____	_____
2	_____	_____	_____

Number of Bedrooms / Bathrooms \_\_\_\_\_ / \_\_\_\_\_

Siding Material \_\_\_\_\_ Finish \_\_\_\_\_ Color \_\_\_\_\_

Under skirting material \_\_\_\_\_ Finish \_\_\_\_\_ Color \_\_\_\_\_

Roofing material \_\_\_\_\_ Type of Foundation \_\_\_\_\_

### **III     OTHER STRUCTURES AND/OR PROPERTY IMPROVEMENTS**

**Porch, Deck and/or Ramp? Fill in the blanks below and include in the property diagram.**

Covered Porch\_\_\_\_\_ Uncovered Deck\_\_\_\_\_ Ramp\_\_\_\_\_

Attached to the Front or the Back of the Dwelling\_\_\_\_\_ Dimensions\_\_\_\_\_

Square footage\_\_\_\_\_ Material\_\_\_\_\_ Finish\_\_\_\_\_ Color\_\_\_\_\_

### **IV     OTHER STRUCTURES AND/OR PROPERTY IMPROVEMENTS**

**Garage or Carport? Fill in the blanks below and include in the property diagram.**

Enclosed Garage or Open Carport (circle one)                      Attached to the Dwelling (circle one) Yes or No

Dimensions\_\_\_\_\_ Purpose of Use\_\_\_\_\_

Roofing Material\_\_\_\_\_ Type of foundation\_\_\_\_\_

Square footage\_\_\_\_\_ Material\_\_\_\_\_ Finish\_\_\_\_\_ Color\_\_\_\_\_

### **V     OTHER STRUCTURES AND/OR PROPERTY IMPROVEMENTS**

**Storage Building OR Shed. Fill in the blanks below and include in the property diagram.**

Dimensions\_\_\_\_\_ Purpose of Use\_\_\_\_\_

Roofing Material\_\_\_\_\_ Type of foundation\_\_\_\_\_

Square footage\_\_\_\_\_ Material\_\_\_\_\_ Finish\_\_\_\_\_ Color\_\_\_\_\_

Under skirting material\_\_\_\_\_ Finish\_\_\_\_\_ Color\_\_\_\_\_

(If a pier and beam and sitting more than eight inches (8") above the ground, needs to be under skirted)

### **VI     OTHER STRUCTURES AND/OR PROPERTY IMPROVEMENTS**

**Property Enclosures or Fencing. Fill in the blanks below and include in the property diagram.**

Fencing can be placed on the Side and Back Property Lines but cannot go past the Front Property Line Easement setback of 10' or 18' in Section J. Residential type fencing materials such as wood or chain link fencing are acceptable. NOT ACCEPTABLE MATERIALS include chicken or barbed wire, or sheet metal panels.

Materials\_\_\_\_\_ Height\_\_\_\_\_

**ARCHITECTURAL CONTROL COMMITTEE REVIEW AND DETERMINATION**

PROPERTY DESCRIPTION: SEC \_\_\_\_\_ LOT(S) \_\_\_\_\_ ADDRESS \_\_\_\_\_

( ) DENIED

REASON \_\_\_\_\_

( ) APPROVED, subject to improvement completion approval

DATE \_\_\_\_\_ BY \_\_\_\_\_

FINAL APPROVAL DATE \_\_\_\_\_

*Please note if you fail to obtain a permit before work begins your fees will be double the fee schedules below and you could receive a deed restriction violation for building with no permit.*

*If this permit expires, a renewal may be obtained for a fee of \$50, if there is reasonable cause to the delay, such as weather conditions or materials shortages. This permit may not be renewed for more than 8 months.*

**FEE SCHEDULE**

VALUATION	FEE
UP TO \$20,000	\$25.00
\$20,000 TO \$50,000	\$35.00
OVER \$50,000	\$45.00

ITEM	VALUE OF IMPROVEMENT
I SITE BUILT PERMANENT DWELLING	\$
II MOBILE HOME PERMANENT DWELLING	\$
III PORCH, DECK AND/OR RAMP	\$
IV GARAGE OR CARPORT	\$
V STORAGE BUILDING OR SHED	\$
VI PROPERTY ENCLOSURE OR FENCE	\$
	TOTAL DUE \$

**BUILDING PERMIT FEES PAYABLE TO HVLOA**

FEE COLLECTED DATE: \_\_\_\_\_

PAID IN CASH OR CHECK: \_\_\_\_\_

RECEIVED BY: \_\_\_\_\_

PROPERTY OWNER SIGNATURE WHEN FEE IS PAID: \_\_\_\_\_