



**Lake Lorelei Property Owners Association**  
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## **BUILDING PERMIT GUIDE SHEET**

The attached is intended to be a guide to help you through the process of obtaining permission to do construction work within the boundaries of LLPOA. It is important for you to understand that effective 4/14/98 Brown County Building Department is the authority having jurisdiction for issuance of building permits. They will not issue a permit until all the applicable permits noted below have been obtained. If you have any questions, please contact the lake office at 875-3435.

- You must be a member in good standing and all LLPOA fees must be paid.
- Fill-out the Construction Application with the following attached & turned into the office.
  1. One set of prints and specifications.
  2. Plot Plan with house drawn with setbacks, driveway, and septic system, if applicable.
  3. Lot must be surveyed by Ohio Surveyor, corners marked with 1/2" x 2' metal stakes and a copy of the Brown County Surveyor Certificate attached to Building permit.
  4. Copy of Brown County Permit.
  5. Copy of Perry Township Zoning Permit.
  6. Building Permit fee paid in two separate checks.
    - One to LLPOA for the Building Permit Fee
    - One to LLPOA for the Performance Bond in the amount of \$2,000.00.

### **FYI**

- A \$2,000 Performance Bond deposit must be made with the payment of the Building Permit when building a home, home addition, garage, swimming pool or project using heavy equipment: like back hoes, concrete trucks. The deposit is refundable upon completion of the building project if there are no code violations. Owner/Contractor will be responsible for the condition of the roads. Any clean up or repairs incurred by the Association will be taken out of the Performance Bond money.
- Modular homes must have State of Ohio numbered permit before building permit is issued.
- Culvert pipe 15" minimum in diameter and 30' in length maximum.
- The Performance Bond will be refunded upon verification that there have been no violations and a copy of the Brown Co. Certificate of Occupancy has been received by the office.

**NO DUMPING BY OWNERS OR CONTRACTORS ON ANY PARTS OF THE ASSOCIATION PROPERTY.**

After receiving your building permits from the Brown County Building Department (937) 378-4716 and the Perry Township Building Inspector (513)875-3050, please bring all documents and paperwork to the office so that LLPOA can inspect and then issue an LLPOA Building Permit.

**BUILDING PERMIT FEES**

**ADOPTED MAY 2008**

**New Homes, Building Additions, Garages**

*Rate of .75 cents per square foot – (Minimum size of 1,600 square feet)*

*Example: .75 x 1,600 = \$1,200.00 for a new home, plus .75 cents per square foot for garage.*

**Detached Garages**

*Rate of .25 cents per square foot*

*Example: 1,000 square feet x .25 = \$250.00*

**Decks, Docks, Sheds, Fence**

*Flat fee of \$50.00*

**Re-Inspection and any violation are an immediate Class-1 fine - \$50.00**

**REMINDER ~ PERRY TOWNSHIP HAS ZONING**

All permanent structures built in Perry Township are required to have a zoning permit.

You will need:

1. A survey map of the property ... you can find it at the Tax Map Office
2. Tax Parcel ID number ... you can find it at the Tax Map Office or tax bill
3. Plot plan with dimensions of the structure drawn out (property owner)
4. Street address (property owner or county engineer or your tax bill)
5. Locate the survey marks / pins on the corners or boundaries of the property.

Once you have all these items please call Chuck McCafferty at 513-875-3050. This should be addressed as soon as possible.

Tax Map Dept. Office – 937-378-3494

**SEWER LINES**

If you are building a home on the sewer line ~  
Contact the Fayetteville-Perry Regional Sewer District at 513-875-4600

This matter should be addressed at the beginning of the project. The sewer company needs a substantial amount of time to set up service/equipment etc.

## **SECTION 5: BUILDING CODE RULES**

(Resolution 1977 – 1, December 30, 1977, Resolution 1984 – 1, February 1, 1984,

Revised July 20, 1984 – Resolution 2002 – 2)

### **A. PRE-CONSTRUCTION**

1. A Lake Lorelei building permit must be obtained by the property owner and the permit must be posted at the work site prior to beginning construction of any type, including homes, additions, out buildings, decks, docks, fences, swimming pools, culvert work, etc.
2. Three (3) sets of plans must be submitted to the executive committee (Article VII, Section 1-D). Plans must include a plot plan showing the location of the proposed building, floor plans including basement and/or other construction as applicable. Industrialized unit plans must be submitted as specified in Covenant/Restriction #2 A. The septic system shall, where public sewers are not available, meet the requirements of the Brown County Health Department. An approved layout of the septic system must be submitted to the Executive Committee as part of the review process. Proper drainage must be insured when grading or landscaping. Construction must comply with LLPOAAA, Township, County, State and National Codes (Covenant/Restriction#3. #4).
3. After reviewing the plans and verifying conformance to the covenants, regulations, and rules of the Association, and receiving payment of the building permit fee and security deposit, the Executive Committee will issue the building permit. The security deposit is refundable upon completion of the building project, provided there are no code violations.
4. The property owner agrees to permit the LLPOA or its agents to inspect the work covered by the permit to ensure compliance with Lake Lorelei Rules. All construction must comply with the LLPOA Covenant/Restriction Requirements, Code of Regulations and Rules.
5. The property owners shall contact the Lake Lorelei Water District prior to the installation of a driveway to locate the water main shut off valve. A valve may not be covered by paving or concrete. If covered, it must be removed at the owner's expense.

Note: Issuance of the building permit by the LLPOA does not provide a review of the technical or structural adequacy of the building. The LLPOA does not assume responsibility for the architectural and engineering design of the proposed structure or its conformance to safety or Building Code Requirements.

### **A. CONSTRUCTION**

Property lines must be verified and marked by a surveyor registered by the State of Ohio, prior to beginning construction. This will be inspected by the Executive Committee or its Agent.

All construction sites must be marked with a sign including the lot number, name of owner and other information as needed.

Storage of building material or equipment by the property owner or contractor for use in the building as described in the building permit is restricted to the building lot. If other temporary storage is needed, the Board of Trustees must be notified (Resolution 1972 -2, May 12, 1972).

A building may not be extended closer than thirty (30) feet to any property line adjacent to any roadway, including corner lots; nor closer than ten (10) feet to the property line of any abutting property, within fifty (50) feet from the normal waterline of any lake as shown on recorded plats.

The septic system where used must be sixty (60) feet from the high-water mark of any lake in the subdivision.

The entire exterior structure of a home or building must be completed within six (6) months from start of construction, except when delayed by inclement weather conditions (Covenant/Restriction #2).

Culverts where required to ensure positive drainage and flow of water must be installed prior to beginning construction. Culvert installation must be approved by the Executive Committee or its agent prior to back filing. No culvert pipe shall be smaller than fifteen (15) inches in diameter or longer than thirty (30) feet in length. The surface of both ends of the culvert must be paid at least six (6) inches below the ground. Other sizes of culvert pipe may be used upon written approval of the executive committee. Culvert pipe must be able to withstand vehicle traffic. Trenching through roadways is prohibited (Resolution 1971 – 2, June 4, 1971, Revised May 9, 1992, Resolution 1992 – 7, September 18, 1992).

Aesthetically pleasing fences may be constructed on member's property providing the following conditions are met:

If on an exterior boundary, the lot line must be surveyed.

Privacy fences are permissible to hide unsightly items such as LPG tanks, places where garbage cans are normally kept, around swimming pools, patios, and other areas where privacy or concealment is an issue.

Fences taller than 6 feet high cannot be constructed.

On lake front lots, the only type fence permissible between the edge of the house and the normal high-water line is a chain link fence or type that will not block neighbors' view of the lake.

The architectural committee member that reviews the site should contact neighbors to get their views prior to approval.

Decks and docks over the water shall not extend more than twenty (20) feet into the lake from the normal waterline on the recorded plats. Canopies or coverings over decks or docks within fifty (50) feet of the normal waterline are prohibited (Resolution 1971 – 7, October 22, 1971, Revised May 9, 1992). (Covenant/Restriction #3, #4, #6).

Dock construction on Association Owned Property, in some coves and recreational areas, is permitted with restrictions and with the approval of the Executive Committee. A request must be submitted including three sets of plans, showing dock construction, location, and the estimated cost of construction. Upon approval by the Executive Committee, construction may begin under the following conditions and the signing of a contract between the Association and the owner (Resolution 1990 – 1, July 20, 1990) (Covenant/Restriction #6).

Conditions:

The dock shall become the property of the LLPOA.

The property owner will be permitted exclusive use of both sides of the dock for the period that equals the cost of construction, based on the annual rental rate established by the Board of Trustees. The property owner will be responsible for maintenance of the dock. After this period, the normal dock rental regulations will apply.

Dock ownership and rights under this policy are not transferable and cannot be reassigned to another owner. The recovery of construction costs is not recoverable should the original owner sell the property.

## BUILDING CODE

### LAKE LORELEI – COVENANT/RESTRICTION # 2

Not more than one single dwelling house may be erected or constructed on any one lot. No multiple dwellings shall be erected on one, two or more abutting lots. There may be no more than two detached, closed structures situated on a residential unit of property. The combined size of all detached, closed structures will not exceed 1200 sq. ft. in closed area. Gazebos and like structures that are not closed will not be included in this limitation provided they are tasteful and properly placed as determined by the Architectural Committee. All detached structure(s) will be placed no closer to the front property (line) than the front of the dwelling. The front property (line) is defined as the normal waterline for lake front properties and the road right of way for properties not on the lake.

**GARAGES:** A detached garage will be a one-story structure with a pitched roof. It will not exceed 1000 sq. ft. in area. The structure will be a quality construction that complements the architectural style of the residence and will be compatible with the overall lake community as judged by the Architectural Committee. It shall have a concrete floor with a minimum of 3 ½ inches of thickness. No permanent living space will be permitted in the garage. The total height of the garage structure will not exceed that of the dwelling.

**STORAGE SHED:** A storage shed will not exceed 300 sq. ft. in total closed area. The side walls may be no higher than 8 feet in height measured from the floor to the top of the wall plate. Note: The combined size of the storage shed, and garage must not exceed 1200 sq. ft. **NOTE:** Sheds or any permanent structure of 200sq. ft or greater require a Perry Township permit.

A residence, garage or storage building to be attached, must have a common wall. A garage or a storage building may be erected at the same time as the erection of a dwelling, provided it is erected for the sole purpose of housing building materials for the construction of the dwelling.

No accessory or temporary building shall be used or occupied as living quarters. No structure shall have paper, roll brick siding or similar material on the outside walls. No house trailer, mobile home, camper, van, tent shack or similar structures shall be erected, moved, or placed upon said premises on a permanent or semi-permanent basis. A camper, van, motor home, or house trailer may be stored on said premises, provided a dwelling has been erected or is in the process of being erected, but said house trailer, van, motor home or camper may not be attached to either the water supply or septic system for the purpose of using the house trailer, van, motor home or camper for a dwelling. All building exteriors shall be completed within six (6) months from the date of the actual start of construction.

**Covenants/Restrictions**

**08/25/98**

**4**

## BUILDING CODE

### LAKE LORELEI – COVENANT/RESTRICTION # 2 A

All homes constructed shall be custom-built homes, constructed on site, of the type of construction commonly referred to as “stick-built” construction. This specifically excludes any form of housing delivered in largely pre-assembled condition, whether identified by the manufacturer or seller as a trailer

house, manufactured unit, mobile home, manufactured mobile home, double-wide or any other term, and regardless of whether the alternative construction is titled as a motor vehicle or a house and regardless of whether the alternative construction is taxed as real estate or personal property, with one exception: that being an **industrialized unit** (modular home).

Plans submitted for approval of an **industrialized unit** (modular home) will only be considered if authorized by the Ohio Board of Building Standards as listed in the Ohio Basic Code (ABC) under Chapter 4101.2-98 and 4104.2-99 latest revision. All plans submitted for approval must have the seal of the State of Ohio on them. All **industrialized units** must have the approval of the State of Ohio on them before entrance into the Lake Lorelei subdivision is permitted.

Plans being submitted for approval must contain the following information:

- Identification of person submitting plans.
- Identification of the industrialized unit by name, mark, or number to be used by the manufacturer. If more than one (1) industrial unit design is proposed for use as a building system, then each must be so identified.
- Floor plans, drawings showing exterior elevation, cross sections, general review of the structural system, photographs or pictorial presentations showing the general overall concept must be legible, dimensioned, and drawn to scale of at least one-eighth (1/8) inch per foot.

**Covenants/Restrictions**

**10/04/98**

**5**

**BUILDING CODE**

**LAKE LORELEI COVENANT/RESTRICTION # 3**

The primary dwelling will be restricted in size to at least 1600 sq. ft. of living area excluding basement. The living area must have a projected footprint of at least 1200 sq. ft. The garage area is not included in the living area requirements. All foundations and structural plans for any dwelling, garage, out building or other structure of any type or size, must be reviewed for a building permit, issued by the Lake Lorelei Property Owners Association, Inc. prior to the start of construction. Current structures may be modified without the necessity of meeting the total size requirements.

No building, porch, garage or the projection of any structure shall extend nearer than thirty (30) feet to any road right of way, nor nearer than ten (10) feet to the property line of any abutting property, nor within fifty (50) feet from the normal waterline of any lake, as shown on recorded plats.