

Candlewick Lake Association
Environmental Control Committee
Building
Rules and Regulations
Savannah Oaks of Candlewick

Prepared and approved by the
Candlewick Lake Board of Directors on August 16, 2005
Candlewick Lake Association, Inc.
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Poplar Grove, IL 61065

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SECTION 100: INTRODUCTION

100 - PURPOSE

The purpose of this book is to document the building regulations at The Savannah Oaks of Candlewick Subdivision. The Candlewick Lake Association reserves the right to add, change or delete any rules and regulations in this book.

101 - SAFETY

The protection of residents, visitors and construction workers from death and injury is paramount. Therefore it is imperative that all construction workers and construction procedures fully comply with the regulations of the Occupational Safety and Health Act (OSHA) and other authorities having jurisdiction.

104 - AUTHORITY OF THE ENVIRONMENTAL CONTROL COMMITTEE

The Building Rules and Regulations are under the auspice and control of The Environmental Control Committee of Candlewick Lake Association. To understand the breath and powers of the Environmental Control Committee, see Section 5, Paragraph 1, Page 6 of the Candlewick Lake Covenants, Conditions and Restrictions (CC&R's)

108 - NOTIFICATION OF CHANGES TO RULES AND REGULATIONS

Candlewick Lake Association members are notified of changes to any Association Rules and Regulations through the Candlewick Lake News.

112 - NO CONSTRUCTION WITHOUT PRIOR COMMITTEE APPROVAL

No dwelling, building, structure or improvement of any type may be constructed or placed on any lot in The Savannah Oaks of Candlewick Subdivision without the prior written approval of the Environmental Control Committee. Such approval shall be obtained only after written application has been made to said committee by the owner of the lot requesting authorization from the committee. Such written application shall be in the manner and form prescribed from time to time by the committee, and shall be accompanied by three (3) complete sets of plans and specifications for any such proposed construction or improvement. Such plans shall include plot plans showing the location of all improvements existing upon said lot and the location of the improvement proposed to be constructed or placed upon said lot, each properly and clearly designated. Such plans and specifications shall set forth the color and composition of all exterior materials proposed to be used, and any proposed landscaping, together with any other material or information said committee may require. All plans, drawings, etc. submitted to said committee shall be as the committee requires in the provisions of this document. There shall also be submitted, where applicable, the permits or reports required by The Savannah Oaks of Candlewick Covenants, Conditions and Restrictions. Failure to do so will result in a stop work order and fine. A licensed or registered professional land surveyor, engineer, or architect shall prepare all such plot plans. No grading of the lot shall be permitted without prior approval of the committee.

113 – BUILDING PERMITS

All dues, fines, and other fees owed by an Association member on any property must be paid in full before a building permit is issued.

116 - IMPROVEMENTS NOT LISTED

Any improvement not listed in these Building Rules and Regulations is subject to approval by the Environmental Control Committee, which is agreed to by all lot owners by accepting deed to the lot per The

120 - LIMITS OF LIABILITY

The Candlewick Lake Association Building Inspectors, Committee Members, employees and officers charged with the enforcement of these Rules and Regulations, while acting for the Association, shall not thereby render themselves liable personally, and are hereby relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of their official duties. Any suit instituted against any officer or employee because of an act performed by them in the lawful discharge of their duties and under the provisions of these Rules and Regulations shall be defended by the legal representative of the Association until the final termination of the proceedings. The Environmental Control Committee Officials shall not be liable for costs in any action, suit or proceeding that may be instituted in pursuance of these Rules and Regulations and any of its provisions, or by reason of any act or omission in the performance of their official duties in connections therewith. While acting within their official capacity, Environmental Control Committee Officials, finding any fault on any inspection shall be exempt from the fault. It shall remain the property owner's responsibility to correct any fault to the satisfaction of the Environmental Control Committee.

124 - AUTHORIZATION TO IMPOSE FINES

The Environmental Control Committee shall have the power, pursuant to the Savannah Oaks of Candlewick Covenants, Conditions and Restrictions, and their corresponding Building Rules and Regulations to levy a fine or to recommend to the Candlewick Lake Board of Directors to seek injunction relief in the event that any improvement is constructed in violation with the Environmental Control Committee approved specifications. *See SECTION - 200 for further information.

The Environmental Control Committee is authorized to fine a property owner when a stop work order is issued; a separate offense shall be deemed committed on each day that a violation occurs or continues. Nothing in this section shall prevent the Association from obtaining other appropriate relief.

128 - BUILDING PACKAGES

One copy of all required applications and The Savannah Oaks of Candlewick Rules and Regulations will be presented to a lot owner free of charge. The Association reserves the right to assess a fee for additional copies. There will be a charge for a Building Package for non-property owners.

132 - REFUSAL OF PERMISSION

According to The Savannah Oaks of Candlewick CC&R's, page 6, Section 5, Paragraph A (2): The Environmental Control Committee may refuse to grant permission to construct, place or make the requested improvements when: (a) The drawings or other material submitted are themselves inadequate or incomplete, or show the proposed improvement to be in violation of these restrictions. (b) The design or color scheme of a proposed improvement is not in harmony with the general surroundings of said lot or with adjacent buildings or structures. (c) The proposed improvement or any part thereof, would in the opinion of the Committee, be contrary to the interests, welfare or rights of part or all of the owners of other lots in the Development.

136 - TIME LIMIT OF APPROVAL

A Candlewick Lake Building Permit for any construction must be issued within ninety (90) days from the approval date of the Environmental Control Committee meeting at which it was approved. Building Permits and Inspection Fees for new house construction are valid for eight (8) months from date of issue and six (6) months for all other construction. Candlewick Lake Building Permits may be renewed as outlined below.

- 1.) A one-time thirty (30) day extension may be granted.
- 2.) Before a Building Permit is renewed again, the builder and owner or contract holder shall, by appointment, come before the Environmental Control Committee with a written detailed dated schedule showing the proposed steps to be taken to complete the project. Acceptance of this proposed schedule will be at the discretion of the Environmental Control Committee.
- 3.) A renewal permit will only be issued after paragraphs one and two are honored and all fines are paid.

140 - RESPONSIBILITY OF NOTIFICATION

When a surveyor is contracted to survey a lot, it is the property owner's responsibility to notify Public Safety according to the provisions for guest entry.

144 - DILIGENCE IN BUILDING

- 1.) Construction must be commenced on the lot within two (2) years from the date of purchase/ lot availability from Candlewick Lake Association, and in the event construction is not commenced within two (2) years from the date of purchase/lot availability from Candlewick, then Candlewick shall have the option to repurchase or reacquire the property at the same price for which it was sold. The date of the purchase is the date of the deed and shall not be extended by any subsequent transfer of the Lot. Commencement of construction shall be defined as the placement of footings, foundation walls, and exterior framing, complete with roofing, windows and siding.
- 2.) Every building whose construction or placement on any numbered lot in the Development has begun shall be completed within eight (8) months after the beginning of such construction or placement. No improvement which has partially or totally been destroyed by fire or otherwise, shall be allowed to remain in such state for more than three (3) months from the time of such destruction or damage.

148 - LOCATION OF UTILITY LINES

Location of utility lines is the responsibility of the property owner in cooperation with his contractor. As interruption of utility services represents potential downtime of vital public services, the Environmental Control Committee strongly urges property owners and their contractors to call JULIE (Joint Utility Locating Information for Excavators) at 1-800-892-0123 before any digging is initiated. This is particularly important when building over two lots. Allow at least 72 hours advance notice.

152 - USE OF ADJACENT PROPERTY

Written permission of adjacent lot owners is required if the use of their lot is needed. A copy of this signed agreement must be submitted to the Building Department Office. Written permission of the General Manager is required if the use of common ground is needed.

156 - APPROVALS ACCORDING TO CC&R's

Any structure approved by the Candlewick Lake Environmental Control Committee is approved according to the design requirements, limitations and restrictions of the Savannah Oaks of Candlewick CC&R's.

160 - DRAINAGE

Structures are approved with the understanding that the property is subject to drainage in its entirety and that it is the property owner's sole responsibility to insure compliance with all state and local drainage regulations through proper engineering.

161 PRAIRIE RESTORATION – CONTROLLED BURN

Common areas planted with prairie restoration plant material are maintained by the Association by means of **seasonal** professionally conducted controlled burns.

162 – BACKFILLING MATERIALS

All back filling and all grading of any lot shall be done with clean earth only. Under no circumstances will blacktop, concrete, brickbats, stone, rock, waste, and/or other non-earth or non-compactable products be allowed.

164 - CHANGES TO TOP OF FOUNDATION

In the event that a problem arises during excavation, no changes to the top of the foundation elevation are to be made without written approval from the Candlewick Lake Building Inspector. Any proposed changes from the prior approved survey must be done in consultation with the Candlewick Lake Building Inspector and surveyor of record and must be documented in writing.

168 - SIGNIFICANT CHANGES

Any significant changes must be presented to the Environmental Control Committee for approval.

- 1.) Any significant changes in the external structure and/or design of the home during the “construction process” without approval of the Environmental Control Committee, will result in an immediate stop work order and fine.
- 2.) Any minor appearance in design changes (i.e. windows, doors, etc.) can be approved by the Candlewick Lake Association Building Inspector. Changes will be noted on the approved Environmental Control Committee design change form, which will be filed in the construction folder for that property which is maintained in the Building Inspector’s office.

172 - CONSTRUCTION OVER LOT LINES

Before submitting an application to the Environmental Control Committee for construction over a lot line, the property owner must replat the two lots into one lot and record this change with the Village of Poplar Grove.

176 - VARIATIONS

The Environmental Control Committee shall determine and vary these regulations in harmony with their general purpose and intent, only in the specific instances hereinafter set forth, where the Environmental Control Committee makes a finding of fact based upon the standards hereinafter prescribed, that there are practical difficulties or particular hardships in the way of carrying out the strict letter of these regulations.

- 1.) Application
 - a.) An application for a variation shall be filed with the Environmental Control Committee on a prescribed form. The application shall contain such information as the Environmental Control Committee may require. No more that ninety (90) days after filing of such application, a hearing shall be held on the application. Notice of hearing shall be given by the Environmental Control Committee to the two lot owners directly adjacent to the property (if any) and the one lot owner directly across from the property and to the two lot owners directly adjacent to that property owner (if any).

b.) Variations beyond the recorded plat of survey setback line, for front, side or rear setback, shall be considered by the Environmental Control Committee only after approval of said variation by the Village of Poplar Grove.

2.) Standard of Variations

The Environmental Control Committee shall not vary these regulations, as authorized herein, unless it shall make findings based upon the evidence presented to it in each specific case that there are practical difficulties or particular hardships in the way of carrying out the strict letter of the regulations due to the following findings of facts:

- a.) The particular physical surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.
- b.) The conditions upon which the petition for a variation is based would not be applicable, generally, to other property within the same zoning classification.
- c.) The purpose of the variation is not based exclusively upon financial considerations.
- d.) The owner of the property has not created the alleged difficulty or hardship.
- e.) The granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhood in which the property is located.
- f.) The proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the neighborhood, or adversely affect the health, morals, or general welfare of the public. The Environmental Control Committee may impose such conditions and restrictions upon the premises benefited by a variation as may be necessary to comply with the standards set forth in this Section to reduce or minimize the injurious effect of such variation upon other property in the neighborhood, and to carry out the general intent of these regulations.

180 - APPEALS

An appeal to the Candlewick Lake Association Board of Directors may be made by any person, firm or corporation, or by any office, department, board, or bureau approved by a decision of the Environmental Control Committee under these Rules and Regulations in accordance with Illinois Statutes.

SECTION 200: GENERAL CONSTRUCTION INFORMATION

204 – PROPERTY OWNER RESPONSIBILITY

The property owner is responsible for the actions and activities of all persons issued passes or entry under his lot number. It is the property owner's responsibility to make all such persons aware of the Candlewick Lake Association Rules and Regulations.

208 - ROOF PITCH

All homes must have a pitch to the roof of a minimum of 4/12 pitch unless specifically approved by the Environmental Control Committee. Steeper pitches are encouraged.

212 - SIMILAR DESIGN RESTRICTIONS

It is the intent through these regulations that houses, as to design and colors scheme, be in harmony with general surroundings. It has been determined that numerous houses of similar design or color are not in the best interest of the development or in harmony with the development. Therefore, to ensure Candlewick Lake develops consistent with these interests, the following shall be applicable.

- 1.) Homes of similar design must be located at least 1,500 feet from each other if built on the same street.
- 2.) Homes of similar design may not be located within 400 feet (measured from the center of the home on the lot) if located on different streets.

213 - RELATIONSHIP TO EXISTING NATURAL AND MAN-MADE FEATURES

- 1.) Scale: Building design must include relationship of proposed structure to surrounding structures and site size in terms of lot coverage, height, width, and overall visual impact.
- 2.) Fenestration: Building design must include relationship of exterior openings (doors, windows, etc.) the solid portions of the design and to one another, compatibility with the design of the home, materials used and the manner in which the fenestration is detailed.
- 3.) Roofscape: Minimum roof pitch shall be 4 in 12. Higher pitched roofs are encouraged. Mechanical equipment vents, vent covers, etc., will be considered an integral part of the design. Roof overhangs must be at least thirteen feet inside the property line. Gutters should blend with trim colors; All appurtenances protruding from the roof should be compatible with the exterior colors of the building.
- 4.) Exterior Materials and Colors: Natural colors and textures such as rough sawn woods and native stone are encouraged. Earthtone colors which complement the hues of surrounding landscape are generally most appropriate.
- 5.) Elevation: Topographic characteristics of the homesites, elevation levels of the neighboring homes, and the level of the road in front of the house are all factors which should be considered for drainage, maximum visual display and views.
- 6.) Exterior Construction Materials. The finished front exterior of every building shall contain a minimum of 25% brick or some other approved masonry application. No cantilevered fireplaces will be approved.

216 - OVERHANGS

Roofs with a pitch of six (6) inches or less rise per twelve (12) horizontal inches shall have a twenty-four (24) inch overhang. On an individual basis the Committee will consider a lesser overhang for roofs with a greater than six (6) inches rise per twelve (12) horizontal inches. Exception: On the gable end the minimum overhang shall be twelve (12) inches. For maximum overhangs, see: Allowable Yard Projections (Section 232-(4)).

220 - MINIMUM DIMENSION SPECIFICATIONS

- 1.) No building shall be erected, altered, placed or permitted to remain on any lot, other than a single family dwelling not to exceed two and one-half stories in height from the front elevation to a maximum height of 35 feet on the street side. A garage must be attached to the house and must be a minimum of 22 (twenty-two) feet clear in length from the end of garage to closed door. The width dimension must be a minimum 24-(twenty-four) foot inside dimension. Houses with side load garages are encouraged.

- 2.) The total main area of a one-story house dwelling, exclusive of seasonal rooms, open porches, terraces and garages, shall not be less than 2,200 square feet. The total above ground area for a dwelling of more than one story may not be less than 2,800 square feet. In determining the amount of square footage contained within a house, there shall not be taken into consideration any area that is wholly or substantially below ground level.

For the purposes of this paragraph, a split-level or multi-level house shall be considered to be a one story dwelling and for the purposes of calculating the total floor area thereof, there shall be taken into account the aggregate floor area of both lower housing levels of the main structure. The lower level housing level must contain a minimum of 1,200 square feet.

222 – OUTBUILDINGS

No sheds, dog runs, refuse enclosures, or other outbuilding structures will be allowed.

228 - ON SITE SOIL INVESTIGATIONS

On site soil investigations are recommended. When a soil suitability investigation is recommended by the Environmental Control Committee but not performed by the property owner and/or contractor, there will be no variance granted in the height of the foundation due to a water problem. Soil borings are conducted to evaluate conditions suitable for the placement of a basement and/or crawl space.

Properties evaluated shall include:

- 1.) Indicators of seasonal water tables, perched water tables, and shallow water tables.
- 2.) Hand texturing to determine percent sand, silt, and clay present in the various horizons.
- 3.) Structure of soil for each horizon.
- 4.) Landscape position.
- 5.) Approximate slope of parcel.
- 6.) Other factors depending on circumstances present.

232 - SET BACK REQUIREMENTS

Except as may be otherwise provided in these restrictions or on the plat, no dwelling or other structure shall be constructed or placed on any numbered lot in the Development unless it is within the following guidelines:

- 1.) **FRONT YARDS.** The front building setback line shall be thirty (30) feet from the front lot line or as otherwise shown on the record plat.
- 2.) **SIDE YARDS.** The side yard set back line shall be not less than fifteen (15) feet from the side line of the lot, except where said lot is a corner lot, and in such case the minimum side yard setback line shall be shown on the recorded plat.
- 3.) **REAR YARDS.** The minimum rear setback line shall be thirty (30) feet.
- 4.) **PROJECTIONS OF ARCHITECTURAL FEATURES.**

Certain architectural features may project into any required front, rear or side yard as follows:

- a.) Cornices - Cornices, canopies, or other architectural features, may project a distance not exceeding two (2) feet, six (6) inches.
- b.) Uncovered Stair - Uncovered stair and necessary landings may project a distance not to exceed six (6) feet, provided such stair and landing shall not extend above the entrance floor of the building except for a railing not exceeding three (3) feet in height.
- c.) Bay Windows - Bay windows, balconies, uncovered porches and chimneys may project a distance not exceeding three (3) feet, provided that such features do not occupy, in the aggregate, more than one-third (1/3) of the length of the building wall on which they are located.

5.) DEFINITIONS.

- a.) "Side Line" - is a lot boundary line that extends from the road on which the lot abuts to the rear line of said lot.
- b.) "Rear Line" - is the lot boundary line that is farthest from, and substantially parallel to the road on which the lot abuts, except that on corner lots, it may be determined from either abutting road.
- c.) "Setback line" is determined by the measurements from the lot line to the structure.
- d.) Setback line on a corner lot is thirty (30) feet back on the corner side and thirty (30) feet back on the front side.

235 - PORCH WITH ROOF

All porches that have a roof overhead shall have standard footings and walls a minimum of forty-two inches (42") below grade for frost protection or engineered footing pads and tube type formed concrete piers.

236 - FOUNDATION ELEVATIONS AND BACKFILLING

- 1.) Maximum backfill elevations and side slope requirements are two (2) foot slope within ten (10) foot distance.
- 2.) The Building Inspector will have final approval of all elevations, and has the authority to change the elevation up to one (1) foot.
- 3.) A maximum of one (1) foot of foundation may be exposed.
- 4.) Where the terrain slopes along a foundation wall, the foundation top shall be stepped to meet the requirement of paragraph 3.) above.
- 5.) "Nailer" blocks set in the foundation wall, with accompanying sloped siding is not permitted.

240 - HOUSE NUMBERS

Legible house number at least four (4) inches high shall be affixed to each home in a conspicuous location. In addition block style house numbers at least two (2) inches high shall be attached to all mailboxes.

242 - RESTRICTION ON CONSTRUCTION OF SPECULATIVE/MODEL HOMES

No owner of any lot in the Development shall build or permit the building upon said lot of any dwelling house that is to be used as a speculative home, model home, or exhibit house

248 - INSULATION

House insulation shall meet or exceed the following minimum requirements:

- 1.) Exterior Walls - R19
- 2.) Ceiling spaces below unheated areas - R38

252 - STRUCTURAL HEADERS

To give proper structural support to roofs, double headers must be installed over all exterior doors and windows.

256 - STRUCTURAL FLOORS

All structural floors must be a minimum of 3/4" thick tongue and grove plywood or orient strand board.

257 – BASEMENT EGRESS WINDOWS/DOORS

All homes that have basements shall have, as a second means of escape, an egress window with a minimum net clear opening of 5.7 square feet, approved for emergency egress or rescue, or an exterior door, minimum size 6'8" x 3'0".

259 - EXTERIOR DOORS

All houses must have two egress doors from the living area. One door shall be a minimum of 3'0" x 6'8" and must be a hinged, swinging door. The second door must be a minimum of 2'6" x 6'8" and may be a hinged, sliding patio, French or any other type of arrangement. All exterior doors shall be readily operable from the inside of the house.

If any door exits more than two feet (2') above finished exterior grade, a platform, no more than six inches (6") lower than the doorsill, with railings, shall be provided. The platform shall be a minimum of one foot (1') wider than a swinging door opening, or a minimum of one foot (1') wider than all adjacent panels of sliding patio, French, or any other type door arrangements. The supported platform shall extend out a minimum of four feet (4') from the building structure. A stairway with railings shall be provided from egress required door platforms down to the finished exterior grade.

If any door exits below finished exterior grade (*such as* a concrete areaway), minimum dimensions of three foot six inches by three foot six inches (3'6" x 3'6") with a floor drain and retaining walls shall be provided with a stairway and railing up to the finished exterior grade.

SECTION 300: HOUSE APPROVAL AND CONSTRUCTION PROCEDURE

312 - PROPOSED HOUSE TO BE STAKED OUT ON LOT

The proposed house must be staked on the lot by the surveyor before submitting the required information. Any variation from this procedure must be approved by the Candlewick Lake Association Building Inspector.

317 – PROOF OF OWNERSHIP – PRE-SOLD CONTRACTS

Acceptance of a contract to build or purchase a home in Candlewick Lake is subject to the following conditions:

- 1.) If a home has been pre-sold to a firm buyer prior to the start of construction, the number of homes being built will not be limited provided all other regulations, CC&R's and By-Laws are met. Proof of pre-sold contract must be submitted to the Environmental Control Committee.
- 2.) Notarized statement of approved financing by a registered lender.
- 3.) A personal appearance by the buyer at the Candlewick Lake office to execute an application for membership in the Association.
- 4.) A current driver's license or other picture identification must be presented.
- 5.) Signatures on the loan application, contract, driver's license and other applicable documents must match.
- 6.) If any contract to build is voided for any reason prior to transfer of deed to new house owner, the house shall be considered a speculative house and subject to fines.

320 - TO OBTAIN AN ENVIRONMENTAL CONTROL COMMITTEE APPOINTMENT THE FOLLOWING REQUIREMENTS MUST BE MET

- 1.) An appointment must be made for a house approval through the Candlewick Lake Building Department Office, at least seven (7) working days prior to the scheduled Environmental Control Committee meeting.
2. Application fee must be paid according to the fee schedule approved by the Board of Directors.
3. Three (3) sets of complete drawings must be delivered to the Building Department Office. These drawings shall be to 1/4" scale. All drawings and surveys shall be uniformly drafted and not have any marked up changes at the time of submission. Only minor changes and/or additions agreed upon by the Environmental Control Committee may be marked and initialed by the builder or owner at the time of examination for approval.

The drawings shall include, but not be limited to:

- a.) The foundation plan shall include:
 - (i.) Width and height of footing.
 - (ii.) Width and height of walls
 - (iii.) Where applicable, the location and height variation of wall stepping.
- b.) The exterior wall cross-section plan shall include:
 - (i.) Description and dimensions of all wall components.
 - (ii.) "R" insulation value of all wall components.
- c.) Elevation and existing grade from lot line to house.
- d.) Deck/patio/garage, if being built as part of the house.
- e.) Drawing showing distance of siding to ground.
- 4.) Three (3) sets of the survey drawings must be submitted to the Building Department Office. All surveying must be done by a certified surveyor.
 - a.) Scaled drawings showing lot and foundation dimensions.

- b.) All elevations must correspond to sea level grades.
 - c.) All location pins must be staked and painted.
 - d.) Stakes must be located at all four lot corners and all house corners.
 - e.) Drawing to show existing elevation of all lot and house corners.
 - f.) Drawing shall show elevation of top of foundation and any stepping of foundation or wing walls.
 - g.) Drawing shall show the top of the foundation of the closest house to the right and left.
 - h.) Ditch elevations must be marked on the survey at both ends of the culvert and at both lot lines. Elevations must be marked at twenty-foot (20') intervals along the ditch line. The invert elevation and diameter of the existing closest culverts to the right and to the left of the proposed culvert shall be required on the survey.
- 5.) List of materials to be used in the construction (spec sheet).
 - 6.) Sub-contractor list.
 - 7.) Lawn Seeding Agreement.
 - 8.) Drainage agreement.
 - 9.) Home completion agreement.
 - 10.) Representative Waiver - The property owner's presence at the Environmental Control Committee meeting is encouraged. If the property owner is not present a Representative Waiver must be submitted. If the property owner or representative is not in attendance, the Environmental Control Committee will review the related documents. Any significant changes, questions or concerns that need to be addressed may result in postponing the construction approval to the next available meeting.
 - 11.) Tree Removal Application - Cutting of live trees over three (3) inches in diameter must be approved. The location of any trees proposed for removal must be marked on one survey copy. (Note: The General Manager must be notified and permission granted in writing if the tree to be cut will drop on the road or on Candlewick Lake Association property.)

324 - WHAT IS REQUIRED AFTER THE HOUSE PLANS HAVE BEEN APPROVED

- 1.) A Poplar Grove Building Permit must be purchased and presented to the Candlewick Building Department before purchasing a Candlewick Building Permit.
- 2.) The Candlewick Lake Association Building Permit must be purchased before any work may commence. Fines will be issued for any instances of excavating (digging) before obtaining both a Poplar Grove Building Permit and a Candlewick Lake Association Permit. In the event of violations, a stop work order will be placed on the property until the fine is paid.
- 3.) All dues, fines, and other fees owed by an Association member on any property must be paid in full before a building permit is issued for any of his properties.
- 4.) All citations issued to a contractor(s) and all fees owed by the contractor(s) must be paid in full before

a permit is issued for construction by this contractor.

- 5.) A non-refundable construction fee must be paid at the time of the building permit is issued.
- 6.) A refundable construction deposit must be posted at the time the building permit is issued. (For information on obtaining a refund of the construction deposit see Section 400, Paragraph 420).
- 7.) The Building Permit Fee and the Inspection Fee must be paid when permit is issued as specified in the Fee Schedule approved by the Board of Directors. The Candlewick Lake Association Building Permit is valid for eight (8) months. After eight (8) months, the permit must be renewed (see Section 136 for additional information).
- 8.) Culverts must be installed prior to excavation. Culverts must be installed and inspected prior to covering with a base (minimum of #8 road stone, made of a limestone product).

328 - WHAT MUST BE DONE DURING CONSTRUCTION

- 1.) The Poplar Grove Permit and the Candlewick Lake Association Permit must be visible during the entire construction process.
- 2.) Lot survey pins must be clearly marked and displayed during construction.
- 3.) The on-site water company must be notified and plans made to bring the water and sewer from the street to the lot line.
- 4.) It is the property owner's responsibility to notify all utility companies of construction plans.
- 5.) After footing forms are set, but before concrete is poured:
 - a.) Candlewick Lake Association Building Inspector must be notified to approve the location of the forms. A twenty-four (24) hour notice is required to arrange an appointment for the inspection. Fines will be assessed to any contractor pouring footings prior to an approved inspection. A stop work order will be placed on any property where footings are poured prior to an approved inspection.
 - b.) The Poplar Grove Building Inspector must be notified and inspection approved for the size and location of the forms.
- 6.) Before backfill and after foundation wall concrete is poured the Poplar Grove Building Inspector must be notified and approval received for foundation damp proofing.
- 7.) Before temporary electricity is turned on for construction, the Poplar Grove Electrical Inspector must be notified and installation approved.
- 8.) Before a concrete floor is poured in the basement or crawl space, a Poplar Grove Plumbing Inspector must approve the under floor plumbing installation.

332 - AT THE COMPLETION OF ROUGH IN

- 1.) The Poplar Grove Electrical Inspector must be notified and approval received for the rough in.
- 2.) The Poplar Grove Plumbing Inspector must be notified and approval received for the rough in.

- 3.) After the electrical and plumbing inspections are approved, the Poplar Grove Building Inspector must be notified and approval received for the rough in.
- 4.) The Candlewick Lake Association Building Inspector must be notified and approval received for insulation before drywall is installed.

336 - AT COMPLETION OF CONSTRUCTION

- 1.) The Poplar Grove Electrical Inspector must be notified and final approval received after inspection of the house.
- 2.) The Poplar Grove Plumbing Inspector must be notified and final approval received after inspection of the house.
- 3.) The Poplar Grove Building Inspector must be notified after the electrical and plumbing inspections are approved to inspect the house and issue an Occupancy Permit.
- 4.) After the Poplar Grove Occupancy Permit has been granted, a copy must be submitted to the Candlewick Lake Association Building Department.

SECTION 400: CONTRACTOR INFORMATION

412 - POSTING OF PERMITS

Poplar Grove Building Permit and Candlewick Lake Association Building Permit must be visible during the entire construction period.

416 - CONSTRUCTION FEE

Candlewick Lake Association requires a non-refundable construction fee. Payment of this fee is required before the Candlewick Lake Association Building Permit can be issued.

420 - REFUNDABLE CONSTRUCTION DEPOSIT AND TIME LIMITS

- 1.) Procedure for obtaining a Construction Deposit Refund:
 - a.) A copy of the Poplar Grove Occupancy Permit and a request for refund form must be submitted to the Candlewick Lake Association Building Department.
 - b.) Property shall be inspected by Candlewick Lake Association for the following:
 - 1) Excessive building material has been removed.
 - 2) Miscellaneous debris, including tree limbs and stumps must be removed from the property and adjoining properties.
 - 3) All damage to adjoining properties including vehicle tire ruts must be repaired.
 - 4) Side yards must meet the 2' in 10' slope or less.
 - 5) Appropriate use of swales to provide drainage between lots.
 - 6) Final and finish grade must be completed.

- 7) Lawn must be seeded with grass established, or sodded according to the provisions of Section 464.
 - 8) All signs have been removed.
 - 9) Exterior of structure has been completed.
 - 10) Driveway is completed.
 - 11) Dumpster has been removed.
 - 12) Street Address numbers legibly posted on house.
 - 13) Road and shoulder areas are clear of mud, rock and other debris.
 - 14) Ditch area has been restored and seeded or sodded.
 - 15) Common areas around property cleared of debris, including brush and tree limbs.
 - 16) Culvert is properly installed.
- c.) Any outstanding balance due including, but not limited to, repairs, citations, dues, and late fees on the lot for which the refund has been requested must be paid in full.
- d.) When all inspections have been completed and all conditions have been found satisfactory the request for refund will be finalized by the following means:
- 1.) If there is no outstanding balance on the lot for which the refund has been requested, a check for the full amount of the refund deposit will be processed.
 - 2.) If there is an outstanding balance due on the lot for which the refund has been requested, this amount will be deducted from the original amount of the deposit and a check will be processed for the remainder.
 - 3.) If the outstanding balance due on the lot for which the refund has been requested is greater than the amount of the deposit, the amount of the deposit will be deducted from the amount due and the property owner/contractor will be billed for the balance.
- e.) Time Limits:
- 1.) All items in paragraph b.) and c.) are to be completed within sixty (60) days after the Occupancy Permit is granted unless otherwise extended by the Environmental Control Committee.
 - 2.) If after the time limit has expired if all items in Section 1, Paragraphs a.), b.), and c.) are not completed, then the Candlewick Lake Association has the authority to use any or all of the construction fee deposit to make necessary corrections, including related administrative expenses.

424 - DAMAGE TO OTHER PROPERTY OWNERS PROPERTY

Any damage to Candlewick Lake Association property or to any other property, which is the direct result of the construction project, will be assessed against the refundable construction deposit. In all such cases, reasonable effort will be taken by Candlewick Lake Association personnel to contact the General Contractor for any clean

up that may be necessary. In addition, the appropriate Candlewick Lake Association citations(s) will be issued to the property owner/contractor of record.

428 - STOP WORK ORDERS

A stop work order, along with the appropriate citation(s) will be issued for damages to Candlewick Lake Association property or private property. The stop work order will be lifted when the property is restored to the original condition. In inclement weather, the stop work order will be lifted when the general contractor provides a written agreement to restore the property prior to the refund of the construction deposit.

432 - GENERAL CONTRACTOR SIGNS

Courtesy General Contractor Signs may not be posted until the Candlewick Lake Association building permit is acquired. General Contractor Signs must be removed on expiration of the Candlewick Lake Association building permit. Refer to Section 700 for sign requirements.

436 - TRUCKS & EQUIPMENT

- 1.) Large trucks and/or contractor's equipment may be permitted to enter and/or exit at another location when twenty-four (24) hour advance notice is given to Public Safety.
- 2.) Only the approved vehicle(s) will be allowed to enter and/or exit at another location. All other vehicles must enter by the front gate.
- 3.) Temporary overnight parking for construction trucks is limited to five (5) days for not more than three (3) Trucks on homesites where Candlewick Lake building permits have been issued or in specific areas as designated by the General Manager.

440 - DUMPSTERS

A metal dumpster is required when framing begins and shall receive all waste materials and debris during construction. The contractor shall be responsible for keeping the premises free from accumulation of waste materials and debris.

Exception: When the contractor chooses to use all factory built floor and wall panel type construction, the waste materials and debris may be stored in the garage until the roof trusses are hoisted, providing that the following be adhered to:

- 1.) At the end of each working day, the large garage doorway be solidly barricaded a minimum of four feet high.
- 2.) Any other garage exterior door shall also be solidly barricaded.
- 3.) Within 48 hours after the roof trusses have been hoisted, a metal dumpster must be placed on the building site and all waste materials and debris moved from the garage to the dumpster.

444 – CONSTRUCTION BURNING

No burning is allowed. Contractors must make arrangements for disposal of the building materials outside of the Association properties.

448 - NEW MATERIALS

All structures constructed or placed on any numbered lot in the development shall be constructed with a substantial quantity of new materials. No used structures shall be relocated or placed on any such lot.

452 - DAMAGE CONTROL

The contractor shall adequately protect all the work in its various stages, adjacent property (private and public), and shall be responsible for any damage or injury due to his act of negligence.

456 - SPRINGTIME ROAD POSTINGS

Candlewick Lake Association will impose road weight limits as deemed appropriate by the General Manager. The length of time the postings will be imposed are dependent upon weather conditions as well as conditions of the roadways. Notification will be posted at all Entrances.

460 - CONSTRUCTION HOURS

Monday through Saturday - 7:00 am through 7:00 PM
Sunday - 9:00 am through 5:00 PM

464 - SEEDING/SODDING

Three copies of plans showing proposed landscaping shall be submitted to the Environmental Control Committee for approval within 90 days of issuance of the occupancy permit. A no cost permit will be issued and must be posted during construction.

All yards shall be seeded or sodded. When a Poplar Grove Occupancy Permit is issued between May 1st and September 1st, the seeding or sodding of a yard must be completed within sixty (60) days after issuance of the occupancy permit. When a Poplar Grove Occupancy Permit is issued between September 2nd and April 30th, the seeding or sodding of a yard must be complete within sixty (60) days after road postings are lifted in the spring.

465 – STREETSCAPE TREES

Trees as selected from the current list of streetscape species must be included in the proposed landscaping. The number of required trees to be determined by the Environmental Control Committee based upon street frontage.

468 - EROSION CONTROL

Any required erosion control device must be installed within twenty (24) hours of commencing the excavation process. The only approved type of erosion control allowed is sediment logs, which must be staked in the ditch. The requirement for the installation and placement of erosion control devices shall be at the discretion of the Candlewick Lake Association Building Inspector and will be noted at the time the home is approved. Failure to install the mandated erosion control devices shall result in a fine and a stop work order. The stop work order shall be rescinded when the erosion control devices are installed and the fine is paid. The erosion control devices shall be maintained during the entire construction period and shall only be removed after the grass has sprouted or sod placed, and permission is granted by the Candlewick Lake Association Building Inspector.

472 - VIOLATIONS

Contractor violations will escalate with each violation: a “contractor violation” shall be defined as a violation of the rule committed by a property owner or a contractor that is related to a construction activity. A repeat violation shall be defined as a violation of the same rule by the same property owner or general contractor anywhere within Candlewick Lake.

476 - CRAWL SPACES

All crawl spaces shall be constructed with a two-(2) inch deep slurry coat flat concrete slab.

480 - DRAIN TILE

Exterior perforated four (4) inch drain tile is required.

484 - ABOVE GROUND DOOR PROTECTION

The Environmental Control Committee requires a landing and stairs or a deck or balcony on all exterior door openings that are more than two (2) feet above ground level.

SECTION 500: MISCELLANEOUS CONSTRUCTION

508 - CULVERTS

- 1.) The need, location, diameter, length and placement depth will be determined on an individual basis by the Environmental Control Committee.
- 2.) An application must be submitted to the Candlewick Lake Building Department and a permit is required.
- 3.) Culverts exceeding twenty-four feet (24') must have a clean out in the middle area.
- 4.) A clean out area must be made of concrete or other long lasting material with a length of at least two feet (2') by eighteen inches (18") wide, and covered with a steel grate.
- 5.) All culverts are to be 12" diameter and made of concrete with flared ends.
- 6.) The need for a gravel base will be at the discretion of the Building Inspector. Culverts must be covered with a base of a minimum of #8 road stone made of limestone products.
- 7.) Property owner is responsible for calling the Candlewick Lake Building Department for inspection before top stone is applied. Twenty-four (24) hour notice is needed for inspection.
- 8.) Culverts must be a minimum of three feet (3') from side yard lot line.

510 - DRAINAGE DITCH AREA

The drainage ditch area is defined as that portion of the road right of way between the roadway pavement and the lot owner's property line.

- 1.) This entire area must be fully maintained in accordance with the requirements of the Savannah Oaks of Candlewick CC & R's, page 5, paragraph N and with established engineering specifications.
- 2.) Neither the profile nor elevation shall be changed without the written approval of the Environmental Control Committee.
- 3.) Savannah Oaks conservation areas, including ditches and waterways, are planted with prairie restoration plant material. Maintenance of these common areas can only be done by Candlewick Lake Association and is done through controlled burn.

512 - DECKS

Decks must be approved by the Environmental Control Committee.

- 1.) A Candlewick Lake Association building permit is required for construction of a deck.
- 3.) The following information must be submitted with the building permit application.
 - a.) A detailed drawing with dimensions to scale and dimensions in feet noted. (Showing railing height and balusters on center dimensions, height off of the ground level).
 - b.) Complete materials list.
 - c.) Copy of survey with deck sketched to demonstrate deck is within buildable area.
- 4.) Postholes must be a minimum of 42" deep and must be inspected by the Candlewick Lake Building Inspector.
- 5.) A Poplar Grove Building Permit is required.
- 6.) Ledger board should be lag screwed into the rim joist.
- 7.) Non-corrosive nails or screws must be used.
- 8.) Railings must be a minimum of 36" high if the deck is over 18" from ground level.
- 9.) Distance between spindles (balusters) is 4" maximum.

520 - DRIVEWAYS

- 1.) All driveways must be paved to edge of roadway.
- 2.) An application for Driveway Permit must be submitted to the Building Department along with a detailed drawing showing the dimensions of width, depth of grade of materials being used for paving must be submitted with the application.
- 3.) A permit is required by the Candlewick Lake Building Department.
- 4.) The property owner is responsible for contacting the Candlewick Lake Association Building Department for inspection of driveway layout prior to paving. DRIVEWAYS MUST BE INSPECTED AT TIME OF INSTALLATION, before pavement is put in place. Twenty-four (24) hour notice is required.
- 5.) Pavement over ditch area (between lot line and edge of roadway) shall not exceed twenty-four (24) feet in width.
- 6.) Pavement in common area (between lot line and edge of roadway) must be a minimum of three (3) feet from side yard lot line.
- 7.) From the edge of the paved roadway, the driveway must follow the grade of the road for the first three feet (3'). Between that point and the garage floor, the slope of the driveway may not exceed 13/100 foot (13%) vertical for each ten feet (10') horizontal.

- 8.) Pavement within the property owner's lot area may exceed twenty-four (24) feet in width.
- 9.) Driveway may be paved with concrete, asphalt or paving bricks.
- 10.) Driveway must be paved within eighteen (18) months of issuance date of building permit.

522 – EXTERIOR LIGHTING

Bright, harsh exterior lighting is not in keeping with the concept of the Candlewick Lake Association and can be offensive to neighboring properties. Therefore, commercial or industrial or farm type luminaries using high intensity discharge lamps, such as but not limited to high or low pressure sodium, metal halide, or mercury lamps are not acceptable and are not permitted.

Residential type luminaries using low intensity lamps, such as but not limited to incandescent, quartz, and non-linear florescent must be directed downward so that the major splay of light is contained within the property lines.

Post lights shall not exceed seven feet (7') in height, and a residential type lamp source shall be diffused or of sufficiently low wattage to reduce glare.

Motion detector controlled security lighting must shut off no more than fifteen (15) minutes after motion stops.

All exterior lighting such as, but not limited to, holiday, event, seasonal, temporary, festoon, all lighting devises, sound devices, or wiring that is not part of the standard permanently affixed residential electrical wiring system shall be allowed to remain in place a maximum of 30 days before and 10 days following the event. Exception: Due to winter conditions all removal must be completed before the first day of spring (March 21).

All exterior lighting must show on drawings of new houses submitted for approval.

All exterior lighting to be added to an existing home must be sketched on a drawing or survey and submitted for approval. A no charge permit will be issued upon approval.

A warning notice shall be issued to violators allowing 30 days to comply. Thereafter the property owner will be issued a violation citation.

524 - EXTERIOR REMODELING

- 1.) Exterior remodeling must be approved by the Environmental Control Committee.
- 2.) A new survey or an existing survey showing the plot plan with dimensions and location of construction must be submitted to the Candlewick Lake Association Building Department at least seven (7) working days prior to the scheduled Environmental Control Committee meeting.
- 3.) A Refundable Construction Deposit must be made and a Candlewick Lake Association building permit must be acquired along with any required Poplar Grove permits.
- 4.) The property owner is responsible for contacting the Candlewick Lake Association Building Department for inspection when completed.
- 5.) Color chips or color samples of all exterior surfaces to be recoated or resurfaced must be submitted to the Environmental Control Committee for approval.

- 6.) According to the Savannah Oaks of Candlewick's CC&R's, page 6, Section 5, Paragraph a (ii): The Committee may refuse to grant permission to construct, place or make the requested improvements, when: (bb) The design or color scheme of the proposed improvement is not in harmony with the general surrounding of said lot or with adjacent buildings or structures; (cc) The proposed improvement, or any part thereof, would in the opinion of the Committee, be contrary to the interests, welfare or rights of part of all of the owners of other lots in the Development.

526 – METAL AND GLASS SUN ROOM OR ANY THREE SEASON ROOM ADDITIONS

The provisions of Sections 232 and 524 also apply to Section 526.

- 1.) Approval shall be on an individual basis by the Environmental Control Committee.
- 2.) Drawings in triplicate must be submitted showing:
 - a.) Wall and roof sections.
 - b.) Roof pitch and weight load capacity.
 - c.) Window and door locations and sizes.
 - d.) Foundation and floor construction.

528 - FENCING

In order to preserve the natural quality and aesthetic appearance of the existing geographic areas within the Development, all property lines shall be kept free and open one to another and no fences, decorative or otherwise, shall be permitted on any lot or lots.

532 - GARAGES

- 1.) A garage must be attached to the house and must be a minimum of 22 feet clear in depth from the end of garage to closed door. The width dimension must be a minimum 24-foot inside dimension. Dwelling houses with side load garages are encouraged.
- 2.) Maximum garage door permitted is ten (10) feet in height.

556 – POOLS

- 1.) Only in-ground pools will be permitted
- 2.) In-ground pools must be approved by the Environmental Control Committee.
- 3.) A new survey or an existing survey, showing the dimensions and location of construction must be submitted to the Candlewick Lake Association Building Department at least seven (7) working days prior to the scheduled Environmental Control Committee meeting.
- 4.) A Refundable Construction Deposit must be made and a building permit must be acquired.
- 5.) The property owner is responsible for contacting the Candlewick Lake Association Building Department for inspection when completed.
- 6.) In-ground pools must be within the building area.
- 7.) In-ground pools must be completely enclosed with a four-foot (4') high barrier. Location of barrier must be shown on plot plan. The barrier shall be wrought iron or vinyl and located at the edge of the

paved deck area surrounding the pool, but no greater than ten feet from the edge of the pool.

- 8.) The top of the barrier shall be forty-eight inches (48") above grade, measured on the side of the barrier, which faces away from the swimming pool. The maximum vertical clearance between grade and the bottom of the barrier shall be two inches (2"), measured on the side of the barrier, which faces away from the swimming pool.
- 9.) The Poplar Grove Building Inspector must be notified for ground inspection before the concrete is poured.
- 10.) The Poplar Grove Electrical Inspector must be notified for inspection.
- 11.) When a pool is removed, the fence must also be removed.

568 - SATELLITE DISHES THIRTY NINE INCHES (39") (ONE METER) OR SMALLER

- 1.) No permit will be required on satellite dishes thirty-nine inches (39") (one meter) or smaller.
- 2.) Satellite dishes are recommended to be attached to the house on the rear or near the rear on the side of house.

580 - TREE REMOVAL

- 1.) Removal of trees over three (3) inches in diameter from private lots requires filing a tree removal application, available at the Candlewick Lake Association Office. Proof of insurance and approval from the Environmental Control Committee shall be required.
- 2.) The property owner is responsible for providing at least 24 hours advance notice when removal of tree(s) will impact roadway access.
- 3.) Trees that are lying on the ground, either from wind or old age, on private lots are required be removed. Written permission by the property owner may be granted to another property owner to remove the trees

SECTION 600: COMMON GROUND

604 - UTILIZATION OF COMMON GROUND

Candlewick Lake Association common ground shall not be utilized in any way without written permission from the General Manager.

608 - COMMON AREA OBSTRUCTION REMOVAL

- 1.) All landscaping and other objects located in the common areas, even if previously permitted, are subject to removal by the Association.
- 2.) All removals shall be approved by the General Manager and shall be based on the need for vehicle access, drainage, or other functions for the good of the Association.
- 3.) All property owners immediately adjacent to obstructions to be removed are to be notified one month prior or as far in advance as possible by the Association.
- 4.) The Association will attempt to not damage the items being moved, however the Association shall not

be liable for any damage to the item.

- 5.) Utility companies that have access and easement privileges in Candlewick Lake common areas are obligated to notify the Candlewick Lake Association prior to removal of obstructions.
- 6.) Any costs incurred by the Association for moving, removing, or storing will be billed to the owner if ownership can be determined.

SECTION 700: SIGNS

- 1.) General Contractor Signs. One (1) General Contractor sign may be displayed within the boundaries of the lot, for which a home construction permit has been purchased. No sub-contractor signs are allowed. The General Contractor sign must be removed when the construction process is completed or the permit expires. (Refer to Section 432).
- 2.) Real Estate Signs. No Real Estate signs are allowed with the exception of open house weekends.

<p>Prepared and approved by the Candlewick Lake Board of Directors on August 16, 2005 Candlewick Lake Association, Inc. 13400 Hwy 76 Poplar Grove, IL 61065</p>
