



Dutch Hollow Lake Property Owners' Association, Inc.

E2670 Clubhouse Drive
La Valle, WI 53941

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APPLICATION FOR PROPERTY IMPROVEMENT – RETAINING WALL

(Submit this signed application with items on checklist)

Date: _____

Lot #: _____

Owner Information	Builder Information
Name:	Name:
Address:	Address:
Phone #:	Phone #:
Email:	Email:

Checklist – Supply all of the following:

(Provide one paper copy and one electronic file.)

Permit should be sent to *(circle one)*:
Owner or Builder

_____ **Approved County and Township Permits** (if applicable)

_____ **Plot Plan (Public Records)**

- a) scaled – showing location of all retaining walls new or existing
- b) indicate all property improvements, i.e. house, garage, driveway, septic systems, fences, etc.
- c) all dimensions to be shown

_____ **Retaining Wall Section Drawing – showing:**

- a) height of wall(s)
- b) materials used to construct wall(s)
- c) foundation support of wall(s)
- d) drainage information showing drain pipe and rock aggregate
- e) professionally engineered drawings for any wall or portion of wall exceeding 4'-0" in height
 - 1) including topographical survey plan of lot
 - 2) topography elevations of first 20' of any adjacent lot, within 30' of any portion of new retaining walls
 - 3) show contour lines at 2'-0" intervals – minimum
 - 4) (Property owner assumes all responsibility and liability for the above required information and construction of same)

_____ **\$50.00 Application Fee**

The Dutch Hollow Lake Property Owners' Association, Inc. permit is valid for construction provided the construction commences and is completed within 6 months from the date the permit is issued. If construction is delayed for 6 months or longer from the date of issuance, the permit must be renewed. Note: The Association reviews plans solely based upon its responsibility as outlined in the Dutch Hollow Property Owners Covenants and Restrictions. The DHLPOA and its Architectural Control Committee, do not review plans for adherence to any State, County or Local building codes, nor do they review plans for accuracy, completeness, structural integrity or drainage. The applicant property owner is responsible for complying with all building codes as well as adherence to DHLPOA Covenants and Restrictions.

Owner's Signature: _____

Date: _____