



## **Lot Improvement Guidelines**

All members will be governed by the Declaration of Condominium for Rubidell Resort Condominium, the Rules and Regulations and the following guidelines for all lot improvements.

**There shall be no construction of sheds, decks, patios, fences or contour improvements, to include the adding of dirt, fill, topsoil or gravel to your lot without possessing a River Bend Resort permit and (when applicable) a Jefferson County zoning and land use permit. To receive the necessary permits, you must abide by the following guidelines:**

### **Important**

- If permit application does not conform to Declaration of Condominium, the permit may be denied.
- For lots located in designated floodplains elevation must be compliant with Jefferson County Zoning Guidelines. Please contact Jefferson County for exact elevation information.
- No shingles or building materials are to be disposed of on any River Bend property, or trash receptacles contracted by Rubidell Condominium Association, Inc.
- Please Note: Issuance of a Jefferson County Permit does NOT preclude the River Bend Resort Lot Improvement Guidelines

## Procedure for Lot Improvements:

1. Contact the park management to obtain the Lot Improvement Packet.
2. Review the contents of the packet which contains the following:
  - Lot Improvement Guidelines
  - Sample plot plan diagram
  - Lot line easement agreement
  - Applications for Jefferson County zoning and land use permit, River Bend Resort lot improvement permit
  - Above ground septic holding tank permit; along with Jefferson County zoning and sanitation department letters dated July 17, 1999 and May 16, 2000.
3. Prepare PLOT PLAN DIAGRAM and EXPOSE LOT STAKES. NOTE: Should there be any lot line discrepancies or questions of lot stake placement with either the adjacent lot owner or the park, the owner must obtain a professional survey at the owner's expense.
  - Show front, rear and side lot line dimensions; also all existing structures and the locations and dimensions of all new proposed structures and/or lot improvements.
4. Provide a list of materials to be used including colors and textures. Describe and show in detail how the proposed improvements are to be supported.
5. Provide [before improvement] PHOTO of your LOT.
6. Complete and submit Jefferson County Zoning and land use application to Jefferson County Courthouse, (where applicable). BE SURE TO FILL IN ALL BLANKS! Please include or be prepared to reference your property tax key number.
7. After receiving Jefferson County permit, (where applicable), complete and submit all required River Bend Resort Condominium Association applications, along with:
  - Plot plan diagram
  - Photo of lot
  - A copy of the Jefferson County permit, if required, to the park manager.
8. After review by Planning and Aesthetic Committee and/or park management approval, work may commence as indicated on approved and issued permits.
9. PERMIT(S) must be displayed and be clearly visible and readable from the road. Note: It is the owner's responsibility to display the permits.
10. Inform the park management when indicated improvements are completed and provide an [after improvements] PHOTO of your LOT.

## Unit Improvements:

There may be no improvements to any unit which in any manner hinders the use of another unit or the common elements of the condominium or which in any way interferes with the provision of services to any unit, or in any reduces, adds to, alters any screening or screening requirements or is within 5'0" of another unit owners lot boundary. Only RVIA approved Recreation vehicles located on a unit shall, at all times, BE MAINTAINED IN A GOOD STATE OF REPAIR AND CONDITION. The planning and aesthetics committee or park management, with respect to individual units, shall determine the acceptable state of repair and condition of any recreational vehicle or lot improvement. In the event a recreational vehicle or lot improvement is not within the guidelines as set forth herein, and after review of this decision by the board of directors, said vehicle or improvement shall be repaired or removed at the primary lot owner's expense in accordance with the declaration of condominium and/or fines imposed.

## Unit Placement:

- All recreational vehicles shall be placed on the pad with the original hitch, as mounted by the manufacturer, facing the road.
- Only one camping unit is allowed on a condo lot.
- A camping unit must be considered movable within in 45 minutes. River Bend Maintenance or the Park Manager will determine if the camping unit is not in compliance with the state law or county zoning rules.
  - Jefferson County will be notified of non-compliant units
- For purposes of safety, no recreational vehicle shall be closer that 5'0" from any property line adjoining another lot (common areas excluded).

**NOTE: IF A LOT OWNER DECIDES TO SELL THEIR LOT, REMOVE OR REPLACE THEIR EXISTING RECREATIONAL VEHICLE OR TRAILER AND A VIOLATION EXISTS, THE OWNER SHALL MODIFY THE PRE-EXISTING VIOLATION IN ORDER TO COMPLY.**

## Original Pad:

If or when the location of the original pad is in dispute or, for whatever reason, undeterminable, the original pad will be considered to be eight and one half (8 ½) feet (102 inches) wide, with the right most edge being five (5) feet from the right most lot line, (looking at the lot from the road), and from the road to five (5) feet from the back most lot line when bordering another Individual Unit, or to the back most lot line when

bordering a common area. NOTE: Declaration of Condominium Article(s) VI, B.16 & C.4.

Parking areas may be constructed of same materials but may not exceed 1000 sq. feet and in areas adjacent to common roads the elevation must be 1 inch lower, to aid winter plowing.

### **Concrete, Blacktop, Gravel and Parking Areas:**

The pad which a recreational vehicle is to be placed on may be constructed of stone, gravel, blacktop or concrete. Please contact Jefferson County to obtain the appropriate permit.

### **Above Ground Septic Holding Tanks:**

Please complete the Application for above Ground Septic Holding Tank attached to this material. In efforts to assure safe and compliant above ground septic accommodations, all above ground septic holding tanks must meet the park's specifications and may be inspected by the park's management once the installation has been completed. All above ground septic holding tanks may be subjected to an annual inspection by the park management.

**Please Note: Gray water dumping is strictly prohibited and will be subject to fines.**

### **Wood Sheds:**

All wood sheds require a Jefferson County Permit. Please contact Jefferson County to obtain the appropriate permit. Sheds shall be approved by the board of directors as to their size, width and exterior design and shall be constructed as follows:

- **DESIGN:** All sheds must be of a barn like structure with a gable roof.
- **COLOR:** All sheds shall be "barn red" with white trim and have green or green/white roof shingles.
- **SIZE:** Exterior shall be 8' x 8', 8' x 10' or 8' x 12' and no more than 114 inches (9 and ½ feet) in height; measured inside from the floor to the peak of the roof.
- **PLACEMENT:** No shed shall be closer that 5'0" from any property line adjoining another lot (common areas excluded) and no closer than 3'0" from the road. Before any shed may be set on any lot, the owner shall mark a setback line on the ground by means of spray paint or four stakes and a string line.
- **SHED FOUNDATIONS:** Unless otherwise specified by Jefferson County, for sheds located in floodplains, foundations shall be no more than 24 inches high and built on railroad ties or concrete type blocks. The sheds must also be 12 point

- corner double and crossed and skirted. Any other foundations must be pre-approved by Planning and Aesthetic Committee and/or park management.
- **NOTE: IF A LOT OWNER DECIDES TO SELL, REMOVE OR REPLACE THEIR EXISTING SHED AND A PRE-EXISTING IMPROVEMENT IS IN VIOLATION OF THE 5'0" SETBACK RULE; THE OWNER SHALL MODIFY THE PRE-EXISTING IMPROVEMENT IN ORDER TO COMPLY.**
  - **NUMBER of SHEDS ALLOWED:** Only one (1) shed per lot. (DECLARATION OF CONDOMINIUM, Article VI, C, 9)

### **Patios and Decks:**

All decks must have a Jefferson County Permit. Please contact Jefferson County to obtain the appropriate permit. Maximum surface area shall not exceed 400 sq. feet. Decks shall be constructed of wood, must abut to but not attach to or impair the moving of any recreational vehicle. Patios are permitted.

### **Contour Improvements and Lot Density:**

After placement of recreational vehicle, sheds, decks, patios and parking areas, there must be an area of no less than 20% grass on the lot.

### **Fences:**

Fences shall be allowed along unit boundaries but must be split rail type. They do not require a Jefferson County permit however it is recommended that you contact Jefferson County in the event those rules change. They shall not exceed four feet in height and have no more than two horizontal rails. Placement should be no closer than 3'0" from the road.

Dog-ear style fences are allowed to hide wood piles only. For wood piles, fences may not exceed 4'0" in height. For safety concerns and at the request of the LP gas vendors, fencing will not be allowed around LP tanks.

### **Plants, Trees and Shrubs:**

Plants, trees and shrubs may be planted on any unit and do not require a Jefferson County Permit. Said plantings shall not create a nuisance or infringe on any adjoining unit or common elements.

## **Gardens:**

All gardens shall be kept in a neat and orderly fashion. Gardens are not to exceed 10 sq. feet.

## **Fire Pits:**

Fire pits should not exceed 4'0" in diameter. Pits need to be 15 feet from anything combustible and 20 feet from all LP tanks. It is recommended that lots with little usable area use portable fire pits for safety.

## **External Lighting:**

Permanent external lighting is allowed, however permanent external lighting shall not create a nuisance to any other unit owner or occupants.

## **Enforcement:**

**FAILURE TO COMPLY WITH PROCEDURES SET FORTH HEREIN  
WILL RESULT IN REMOVAL OF IMPROVEMENTS AT THE COST  
TO THE OWNER AND/OR FINES IMPOSED.**

Any negative decision in regards to River Bend Resort Permits may be appealed directly to the Board of Directors, by way of written request prior to regularly scheduled meeting.



## Lot Line Easement Agreement

Owner Name: \_\_\_\_\_ Lot #: \_\_\_\_\_

Owner Name: \_\_\_\_\_ Lot#: \_\_\_\_\_

This agreement is to allow the owners of lot # \_\_\_\_\_ to keep their recreational vehicle on their lot within the 5 foot lot line boundary for the length of time they hold ownership of said lot. We will maintain 10 feet of clearance for safety reasons for the length of this agreement. This agreement will terminate upon the sale of said lots. Lot # \_\_\_\_\_ will have the right to request that the recreational vehicle on lot # \_\_\_\_\_ be moved and brought into compliance with the 5 foot lot line guidelines unless a new agreement is signed with the new owners of lot # \_\_\_\_\_.

---

Lot # and Signature of Lot Owner

Date

---

Lot # and Signature of Lot Owner

Date

---

Signature of Park Representative

Date



## Application for Above Ground Septic Holding Tank

Date of Application: \_\_\_\_\_

Lot Number & Street Name: \_\_\_\_\_

Lot Owner Name & Billing Address: \_\_\_\_\_

Lot Owner Telephone Number(s): \_\_\_\_\_

Contractor Name & Address: \_\_\_\_\_

Contractor Telephone Number(s): \_\_\_\_\_

Wisconsin Plumber or Servicing License Number: \_\_\_\_\_

Manufacturer of Tank: \_\_\_\_\_ Tank Capacity \_\_\_\_\_

Wisconsin Department of Commerce Product File Number: \_\_\_\_\_

All tanks must be installed by either a licensed plumber or a holder of a Servicing License issued Pursuant to S. 145.20, Wisconsin Statutes, and Ch. NR 113 Wisconsin Administrative code. All servicing and disposal of the contents from these tanks must be in accordance with the above listed regulations.

## Application for Above Ground Septic Holding Tank

**Owner Attestation:** I am the owner of the above listed lot and have received and read the Lot Improvement Guidelines for the Rubidell Resort Condominium Association. I understand that I must file all the required documentation and receive approval from the Rubidell Resort Condominium Association before commencing any work. Said work will be performed in a professional manner and will comply with all park specifications as well as all State, City, Local Building and Fire Codes.

\_\_\_\_\_  
Signature of Lot Owner

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Park Representative

\_\_\_\_\_  
Date



## Application for Lot Improvements

Date of Application: \_\_\_\_\_ Lot Number & Street: \_\_\_\_\_

Name: \_\_\_\_\_

Lot Owner Name & Billing Address: \_\_\_\_\_

Lot Owner Telephone Number(s): \_\_\_\_\_

Contractor Name & Address: \_\_\_\_\_

Contractor Telephone Number(s): \_\_\_\_\_

Note: If contractor is not used, please indicate self

**Please Indicate Type of Improvement Proposed**  
(Check All That Apply)

<input type="checkbox"/> Gravel	<input type="checkbox"/> Concrete	<input type="checkbox"/> Dirt/Top Soil	<input type="checkbox"/> Deck	<input type="checkbox"/> Asphalt
<input type="checkbox"/> Shed	<input type="checkbox"/> Fence	<input type="checkbox"/> Holding Tank**	<input type="checkbox"/>	<input type="checkbox"/>

Note: Some of above listed improvements will require a Jefferson County Zoning and Land Use Permit and may not qualify due to registered floodplain designation. Please check with Jefferson County before proceeding.

\*\*Above ground septic holding tank installation requires a separate application and approval.

## Application for Lot Improvements

**Owner Attestation:** I am the owner of the above listed lot and have received and read the Lot Improvement Guidelines for the Rubidell Resort Condominium Association. I understand that I must file all required documentation and receive approval from the Rubidell Resort Condominium Association before commencing any work. Said work will be performed in a professional manner and will comply with **all park specifications** as well as all State, City, Local Building and Fire Codes.

\_\_\_\_\_  
Signature of Lot Owner Date

\_\_\_\_\_  
Signature of Park Representative Date