

## Home Builders Opportunity (HBO) Packet Checklist

- \_\_\_\_\_ 1. Signed and completed HBO Application
- \_\_\_\_\_ 2. Copy of Tribal I.D.
- \_\_\_\_\_ 3. Pre-qualification from Financial Institution  
    OR proof of owned asset to move to residential lease site
- \_\_\_\_\_ 4. All paperwork inserted into brown manila envelope with **ONLY** the  
    Lot/Address listed on the outside of the envelope.  
*(Any envelope packets submitted with additional information on the outside of  
envelope will not be considered.)*

Please ensure you read the entire Home Building Opportunity rule included in packet. This packet explains the process and important timelines (ie. HBO packet requirements, Premium Application Period, Lottery, Residential Lease requirements) for applying for vacant HBO lots.

Please contact a loan officer for questions regarding lots or to make an appointment to view a lot. Please contact:

Michelle Hill (920) 869-6182

Grace Delgado (920) 869-6194

Incomplete application packets will NOT be accepted for lot consideration.

**ONEIDA NATION COMPREHENSIVE HOUSING DIVISION  
– HOME BUILDERS OPPORTUNITY (HBO) APPLICATION –**



<b>Applicant</b>	<div style="display: flex; justify-content: space-between;"> <span>Last Name</span> <span>First Name</span> <span>Middle Name</span> <span>Maiden Name</span> <span>Date of Birth</span> </div>										
	<div style="display: flex; justify-content: space-between;"> <span>Street</span> <span>City</span> <span>State</span> <span>Zip Code</span> </div>										
	Telephone No:				E-mail Address		Social Security Number		Roll No.		
	<div style="border: 1px solid black; padding: 5px;"> <b>Marital Status:</b>  <i>(check one)</i> <div style="display: flex; justify-content: space-between;"> <span>Single <input type="checkbox"/></span> <span>Married <input type="checkbox"/></span> </div> <div style="display: flex; justify-content: space-between;"> <span>Widowed <input type="checkbox"/></span> <span>Divorced <input type="checkbox"/></span> </div> </div>										
<b>Co-Applicant (if applicable)</b>	<div style="display: flex; justify-content: space-between;"> <span>Last Name</span> <span>First Name</span> <span>Middle Name</span> <span>Maiden Name</span> <span>Date of Birth</span> </div>										
	<div style="display: flex; justify-content: space-between;"> <span>Street</span> <span>City</span> <span>State</span> <span>Zip Code</span> </div>										
	Telephone No.				E-mail Address		Social Security Number		Roll No.		
	<div style="border: 1px solid black; padding: 5px;"> <b>Marital Status:</b>  <i>(check one)</i> <div style="display: flex; justify-content: space-between;"> <span>Single <input type="checkbox"/></span> <span>Married <input type="checkbox"/></span> </div> <div style="display: flex; justify-content: space-between;"> <span>Widowed <input type="checkbox"/></span> <span>Divorced <input type="checkbox"/></span> </div> </div>										
<b>General Information</b>	<b>Property Address:</b>										
	<div style="display: flex; justify-content: space-between;"> <span>Street Address</span> <span>City</span> <span>WI</span> <span>State</span> <span>Zip Code</span> <span>Lot No.</span> <span>Acreage</span> </div>										
	<b>Do you have any type of tribal lease?</b>						<b>Applicant</b>		<b>Co-Applicant</b>		
	<b>Do you intend to occupy the property as your primary residence?</b>						Yes <input type="checkbox"/> No <input type="checkbox"/>		Yes <input type="checkbox"/> No <input type="checkbox"/>		
<b>Certification</b>	I/We certify all of the answers given on this Oneida Nation housing program application are true and complete to the best of my knowledge and belief, and are made in good faith. This certification is made with knowledge that the information will be used to determine eligibility to receive financial and/or housing assistance and that false or misleading statements may constitute a violation of federal or tribal law which may subject me/us to termination of the rental agreement and eviction, criminal prosecution, civil liability or any combination thereof.										
	Applicant's Signature _____					Date _____		Co-Applicant's Signature _____			Date _____



## Title 6. Property and Land – Chapter 602 LEASING Rule #4 – Home Building Opportunities Residential Leasing

- 1.1 Purpose and Authority
- 1.2 Adoption, Amendment and Repeal
- 1.3 Definitions
- 1.4 HBO Residential Lease Eligibility
- 1.5 Eligible Homes for Building or Transfer
- 1.6 HBO Advertising and Application
- 1.7 Entering an HBO Residential Lease

### 1.1 Purpose and Authority

1.1-1. *Purpose.* The purpose for this rule is to provide a transparent process that expands upon the Leasing Law and the general Residential Leasing Rule for the application, selection and entrance of a Home Building Opportunity (HBO) Residential Lease through the Comprehensive Housing Division.

1.1-2. *Authority.* The Leasing Law in section 602.5-1 delegates rulemaking authority to the Comprehensive Housing Division and the Oneida Land Commission pursuant to the Administrative Rulemaking law.

### 1.2. Adoption, Amendment and Repeal

1.2-1. This rule was adopted by the Comprehensive Housing Division and the Oneida Land Commission in accordance with the procedures of the Administrative Rulemaking law.

1.2-2. This rule may be amended or repealed by the Comprehensive Housing Division and the Oneida Land Commission and/or the Oneida Business Committee pursuant to the procedures set out in the Administrative Rulemaking law.

1.2-3. Should a provision of this rule or the application thereof to any person or circumstances be held as invalid, such invalidity shall not affect other provisions of this rule which are considered to have legal force without the invalid portions.

1.2-4. In the event of a conflict between a provision of this rule and a provision of another rule, internal policy, procedure, or other regulation; the provisions of this rule shall control.

1.2-5. This rule supersedes all prior rules, regulations, internal policies or other requirements relating to Home Building Opportunity (HBO) residential leasing.

### 1.3. Definitions

1.3-1. This section shall govern the definitions of words and phrases used within this rule. All words not defined herein shall be used in their ordinary and everyday sense.

- (a) “Builder’s Contract” means an agreement between the residential lessee and a contractor that outlines the construction work to be done to build the improvements upon the HBO lot.
- (b) “Business Day” means Monday through Friday from 8:00 a.m. to 4:30 p.m, excluding holidays recognized by the Nation.

- (c) “Formal Loan Commitment” means a letter from a lender stating that the applicant has met all of the qualifications for receiving a loan, and that the lender promises to lend a specific amount of money to the borrower.
- (d) “Manufactured Home” means a prefabricated housing that is largely assembled in factories and then transported to sites for use.
- (e) “Modular Home” means a prefabricated housing that consists of repeated sections called modules where the modules are constructed away from the building site and then assembled at the intended site.
- (f) “Stick-Build Home” means a housing constructed entirely or largely on site; that is built on the site which it is intended to occupy upon its completion rather than in a factory or similar facility.

#### **1.4. HBO Residential Lease Eligibility**

1.4-1. In addition to meeting the eligibility requirements of the Residential Leasing Rule and the Leasing Law, to be eligible for a residential lease through the Home Building Opportunities program, the applicant must meet the following additional requirements:

- (a) Show preapproval or available financing for a minimum of \$100,000.00, unless Oneida Land Commission approval is received for preapproval or available financing for less than \$100,000.00; or
  - (1) Aside from a preapproval from a financial institution, acceptable forms to demonstrate available financing include, but are not limited to, the following:
    - (A) A letter from a financial institution demonstrating available liquid assets; or
    - (B) Proof of listing for residential sale with documentation that the home is owned outright without any existing liens or a copy of any/all mortgage and/or lien statements dated within thirty (30) calendar days of the HBO application.
- (b) Proof of an available and compliant home to move to the proposed leased premises based on the requirements and assessments of applicable laws and tribal departments including but not limiting to the Oneida Zoning and Shoreland Protection Ordinance and the Building Code.

#### **1.5. Eligible Homes for Building or Transferring**

1.5-1. Any home built or transferred to the residential lease site must be affixed to a permanent foundation (stick build, manufactured, and modular homes are acceptable so long as they are affixed to permanent foundation) and:

- (a) Meet the following size requirements:
  - (1) For a one (1) to four (4) person family – five hundred seventy square feet (570 sq. ft.);
  - (2) For a five (5) to seven (7) person family – eight hundred fifty square feet (850 sq. ft.); and
  - (3) For a family of eight (8) or more – one thousand twenty square feet (1,020 sq. ft.).
- (b) Meet the requirements of all applicable laws and/or restrictive covenants including but not limiting to the Oneida Zoning and Shoreland Protection Ordinance and the Building Code.

## **1.6. HBO Advertising and Application**

1.6-1. *Advertising.* All available HBO lots shall be advertised by CHD a minimum of once quarterly in Kalihwisaks and on available social media and shall be permanently posted on CHD's website. HBO lots that are newly available shall be advertised for a minimum of thirty (30) calendar days prior to applications for an HBO residential lease being accepted by CHD. The CHD loan officers shall be the point of contact for any parties interested in applying for an HBO lot.

(a) Advertisement listings shall include, at a minimum, the following:

- (1) Lot acreage;
- (2) Fee or trust status;
- (3) Information on available infrastructure (i.e. well and septic/sewer and water);
- (4) Address (if available);
- (5) Ariel photo and notice that survey information is available upon request;
- (6) Any known permits required (i.e. culvert permit, driveway permit);
- (7) Notice that showings are available upon request and by appointment with a loan officer;
- (8) Notice that applicants can submit applications for multiple lots/addresses, provided that a separate complete application is required for each lot/address;
- (9) Dates and times applications will be accepted; and
- (10) Date and time of scheduled lottery drawing for the premium application period.

(b) Following applicant selection, CHD shall remove all selected lots from its website.

(c) Any lots remaining available following two (2) years of advertisements shall be placed on a Land Commission agenda for possible re-evaluation of the land's designated use.

1.6-2. *Premium Application Period and Selection.* Once a quarter, following the quarterly HBO advertising, CHD shall accept applications for a two (2) business day period, referenced as the premium application period. During the premium application period, time of application submittal does not matter.

(a) All HBO applications submitted must be submitted in the envelope provided by CHD and must state on the outside of the sealed envelope only the address/lot for which the applicant is applying – no other personally identifying information may be included on the outside of the sealed envelope.

(b) All application envelopes received by CHD during the premium application period shall be stapled with a raffle ticket with the corresponding raffle ticket placed into the drawing bin.

(c) If there are multiple applications received for the same lot/address during the premium application period, all such applications shall be placed into a lottery, with applicant selection based on the order assigned in the lottery drawing.

(d) Premium period applicants may attend the lottery drawing and order assignment, but need not attend the lottery drawing to be assigned an ordering number.

(e) In order to be selected, the applicant must meet all eligibility requirements and, if multiple applications are received for the same lot/address, must also be the applicant with the lowest assigned lottery number for the lot/address in question.

1.6-3. *Standard Application Period and Selection.* Following the premium application period, applications for any remaining lots may be submitted to the CHD front desk. The standard

application period shall last from the date following the premium application period until the next quarter's premium application period begins.

- (a) All HBO applications submitted must be submitted in the envelope provided by CHD and must state on the outside of the sealed envelope only the address/lot for which the applicant is applying – no other personally identifying information may be included on the outside of the sealed envelope.
- (b) All applications submitted during the standard application period shall be date and time stamped by CHD staff.
- (c) In order to be selected during the standard application period, the applicant must meet all eligibility requirements and must also be the applicant with the earliest date and time stamped application for the lot/address in question.

1.6-4. *Notice to Applicants.* CHD shall notice all HBO residential lease applicants of whether they are selected for the lot/address applied for. If the applicant is not selected for the lot/address they applied for, the notice shall inform the applicant of any remaining HBO lots/addresses available.

### **1.7. Entering an HBO Residential Lease**

1.7-1. *Residential Leasing Specialist.* Following selection of the HBO residential lease applicant, the CHD Residential Leasing Specialist shall be the customer's point of contact for the remainder of HBO residential leasing process.

1.7-2. *Residential Lease Timeline.* The selected applicant has ten (10) business days from the date of the selection notice to enter an HBO residential lease by scheduling an appointment with the CHD Residential Leasing Specialist. If the HBO lot is for trust land, then within seven (7) calendar days from the date the lease is signed, the Residential Leasing Specialist shall provide both the lessee and the financial institution with a receipt stating the date the lease was sent for recording with the BIA.

1.7-3. *Noncompliance with the Residential Lease Timeline.* If an HBO residential lease is not entered within the prescribed timeframe, the applicant will be deemed noncompliant and ineligible. CHD will notice the next eligible applicant of their selection for said lot/address until an applicant successfully enters an HBO residential lease within the prescribed timeline. Any fees, permits or other costs paid by an applicant who is not successful in entering the lease or enters a lease and thereafter wishes to cancel the lease without building on the site are forfeited to the Comprehensive Housing Division.

1.7-4. *Builder's Contract.* Within thirty (30) calendar days from the date the residential lease is signed, the lessee shall submit both to CHD and, if financing, the financial institution, a copy of their signed builder's contract, which meets the requirements contained in section 1.5 hereof and any applicable laws, ordinances, codes.

1.7-5. *Formal Loan Commitment.* Within thirty (30) calendar days from the due date of the builder's contract, the lessee shall submit to CHD a copy of a formal loan commitment from their financial institution. In the event the formal loan commitment expires before the residential lease is recorded with the BIA, should the lot be trust land, then the lessee shall submit a new formal loan commitment within thirty (30) calendar days of the expiration date in order to ensure a continued ability to secure financing.

1.7-6. *Owner Occupied.* Unless otherwise approved by the CHD Residential and Finance Area Manager, all HBO lots must be ready to be owner occupied within two (2) years from the date the residential lease is signed.

1.7-7. *Enforcement.* Failure to comply with the timelines provided in this section shall be deemed a breach of the HBO residential lease and may result in termination of the residential lease. In the event the residential lease is terminated for noncompliance herewith, all costs and fees paid by the lessee along with any non-movable property affixed to the lot shall be forfeited to CHD.

*End.*

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Original effective date: 07-22-2020



# HOME BUILDING OPPORTUNITY (HBO)

## Spring 2022 - Lots

Premium Application Period:

April 5 & 6, 2022

8:00 a.m. - 4:30 p.m.

Facebook Live Lottery  
Drawing

April 7, 2022 10:00 a.m.

### Comprehensive Housing Division

2913 Commissioner Street  
Oneida WI, 54155

(920)869-2227  
[chd@oneidanation.org](mailto:chd@oneidanation.org)





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# Home Building Opportunity (HBO) Checklist

We have prepared this handy checklist for you to get started with the HBO Program. It is intended to be a step-by-step progression of the process for working with the Oneida Nation to build your own home. It is intended to provide general guidance; some steps may vary depending upon your home.

## Your task list as a new homeowner:

### Home Planning

- ☐ **Determine home size** (*determine prior to applying for a lot*)
  - Smaller homes (450-950 square feet) have smaller lots available
  - Average-typical homes (950+ square feet) may require one of the larger lots
- ☐ **Determine home type** - traditional stick-built construction or manufactured home purchase
  - ☐ Tradition Stick Built Method
    - Identify a qualified & licensed Residential Home General Contractor
    - Design home
    - Determine foundation requirements
    - With your Residential Home General Contractor determine the following, you will need these names and/or companies identified to apply for a building permit
      - Identify Qualified & Licensed Master Electrician
      - Identify Qualified & Licensed Master Plumber
      - Identify Qualified & Licensed HVAC Installer
  - ☐ Manufactured Home
    - Identify a qualified & licensed Manufactured Home Dealer
    - Select home model
    - Determine foundation requirements
- ☐ **Planning for Home Utilities**
  - ☐ Laterals - water and sewer
    - All water and sewer connections are available in the front of the lot near the curb, home builder is responsible for the lateral installation/cost
    - Contact Community Wells, Septic & Plumbing - Department of Public Works
    - [Determine one-time IHS funding](#)
    - Or Call: 920-869-4578 or 920-869-4579
    - Email: [Djohnso2@oneidanation.org](mailto:Djohnso2@oneidanation.org) or [kjordan2@oneidanation.org](mailto:kjordan2@oneidanation.org)
  - ☐ Electrical Service
    - All electrical utilities are available in the back of the lot, home builder is responsible for the lateral installation/cost
    - [Contact WE Energies for electrical service lateral](#)
  - ☐ Communications
    - All communications utilities (telephone, internet, cable, etc.) are available in the back of the lot, home builder is responsible for the installation/cost to connect to home
    - Some helpful links [Spectrum](#), [AT&T](#), [TDS Telecom](#)

## Your task list as a new homeowner:

### Yard (Site) Planning

- ☐ Deck or patio - *plan ahead, even if you are not going to build it now*
- ☐ Swimming Pool - [in accordance with Oneida Zoning & Shoreland Protection Law](#)
- ☐ Garage - *plan ahead, even if you are not going to build it now*
  - ☐ Attached garage, detached garage, plan for future garage, or no garage
- ☐ Accessory Building - [in accordance with Oneida Zoning & Shoreland Protection Law](#)
  - ☐ Shed?
  - ☐ 2nd small garage?
- ☐ Fences - [in accordance with Oneida Zoning & Shoreland Protection Law](#)
- ☐ Swing Sets - *within lot setbacks*
- ☐ Landscape Requirements - *see covenants section for specific neighborhood*
- ☐ Invisible fence for pet - [in accordance with Oneida Domestic Animal Law for more details](#)
- ☐ Outdoor fire pit - *verify proposed location with Oneida Nation Building Code Official and/or Fire Marshall once a location is located prior to digging*

### Building Permit

- ☐ Site Plan - have your home's site plan completed [see Oneida Zoning & Shoreland Protection Law for details](#)
- ☐ Building Plan - have your home's site plan completed - [see Oneida Building Code for details](#)
- ☐ Proof of Lease - have a copy of your residential lease available at time of building permitting
- ☐ Applying for a Building Permit - refer to this link to begin applying for [Building Permit Application](#) or one is attached to this document.
- ☐ The cost of building permit fees is available at the following location:
- ☐ Expect to have a NEPA (National Environmental Protection Administration) review as part of the building permitting. This has many variables depending upon (potential mortgage, IHS water & sewer grant requirements, BIA residential lease, etc.)

### Construction or Manufacture Home Delivery:

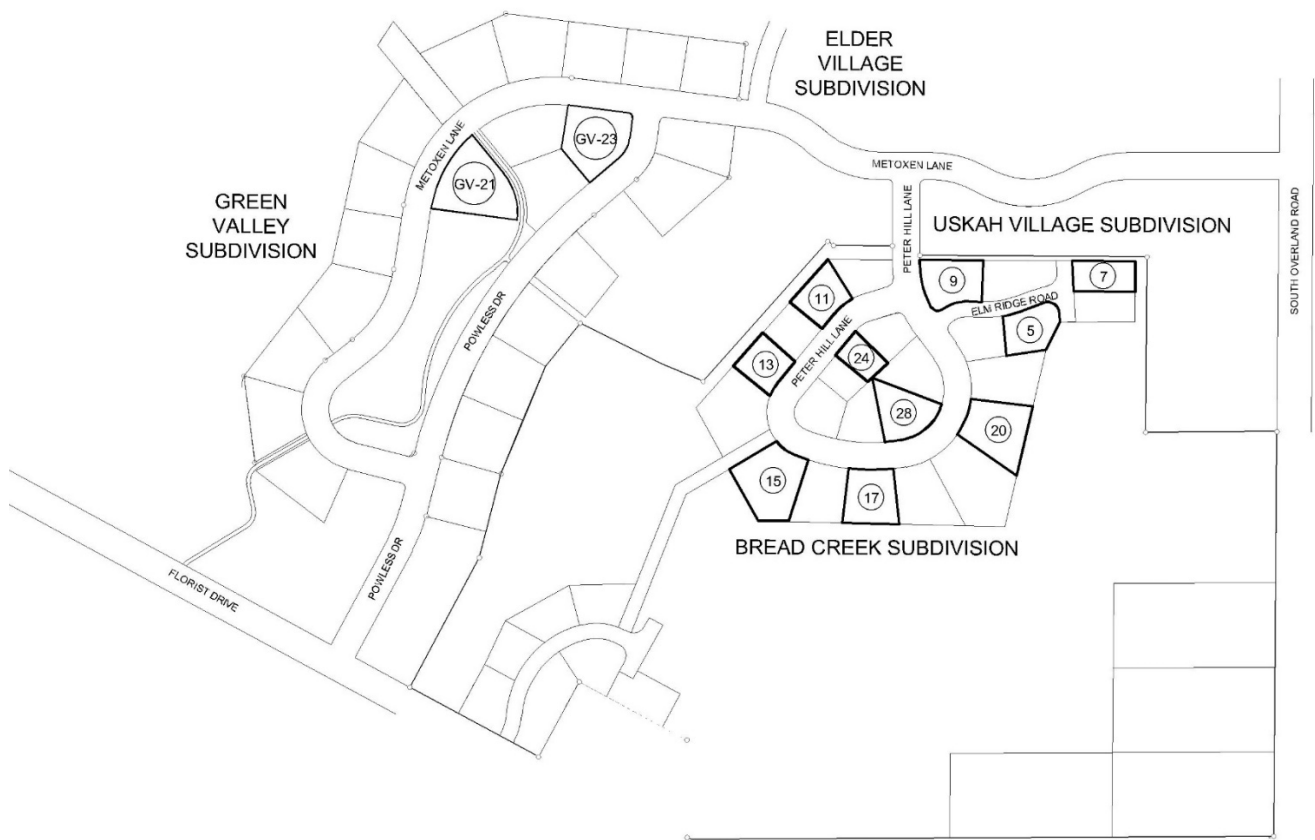
- ☐ You or your contractor shall be responsible for contacting [Diggers Hotline](#) *prior to any* earth moving activities commencing
- ☐ Address Numbers - clearly shall be clearly posted and maintained at the home site prior to any earth moving activities commencing. Temporary address numbers are acceptable during construction, provided they are clear and visible from the road.
- ☐ Construction area should be staked out prior to start of earth moving
- ☐ Installation of required foundation must be complete and/inspected prior to commencing on any construction above the foundation and/or delivery of manufactured home.
- ☐ Ensure all required new smoke detection and carbon monoxide detections are in place, properly energized and connect prior to calling for your final inspection
- ☐ Your contractor must call to schedule all steps of all inspections (as required by the building permit) at least 24 hours (business days) before the inspection is required
  - ☐ Call 920-869-4563 or email [Oneida\\_Zoning@oneidanation.org](mailto:Oneida_Zoning@oneidanation.org)

## Your task list as a new homeowner:

### Occupancy:

- ☐ You may not move in nor in any way occupy your new home until you have received an occupancy permit from Oneida Zoning
- ☐ Apron- blacktopped
- ☐ Your mailbox is located at the entrance of the subdivision in a cluster mailbox location
- ☐ Address and/or fire number must be posted [see Oneida Zoning & Shoreland Protection Law for details](#)
- ☐ All landscaping shall be completed within the requirements of the respective Covenants to ensure site stabilization and prevention of soil erosion.
- ☐ You may occupy your new home once you have received your Occupancy Permit from Oneida Zoning Department

# Green Valley & Bread Creek Village HBO Lots Available – Phase 1 Offering



**GREEN VALLEY & BREAD CREEK VILLAGE HBO LOTS AVAILABLE - PHASE 1 OFFERING**

SCALE: NOT TO SCALE



## Bread Creek Village HBO Lots Available (*details*)

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Lot Number	Lot Size (sq. ft.)	Lot Size (acreage)	Maximum Buildable Area (sq. ft.)	Front yard setbacks (ft.)	Back yard setbacks (ft.)	Side yard setbacks (ft.)	Minimum Home Size (sq. ft.)	Street Address:
BCV-5	10,638	0.244	5,343	25	10	5	450	457 Elm Ridge Road
BCV-7	9,239	0.212	5,215	25	10	5	450	462 Elm Ridge Road
BCV-9	12,698	0.292	6,094	25	10	5	450	450 Elm Ridge Road
BCV-11	9,972	0.229	5,687	25	10	5	450	2787 Peter Hill Lane
BCV-13	9,219	0.212	5,275	25	10	5	450	2779 Peter Hill Lane
BCV-15	18,697	0.429	12,274	30	15	5	950	2771 Peter Hill Lane
BCV-17	13,134	0.302	7,502	30	15	5	950	2763 Peter Hill Lane
BCV-20	16,764	0.385	10,559	30	15	5	950	2751 Peter Hill Lane
BCV-24	6,167	0.142	3,256	25	10	5	450	2786 Peter Hill Lane
BCV-28	12,422	0.285	7,490	25	10	5	450	2756 Peter Hill Lane

## Green Valley HBO Lots Available (*details*)

Lot Number	Lot Size (sq. ft.)	Lot Size (acreage)	Maximum Buildable Area (sq. ft.)	Front yard setbacks (ft.)	Back yard setbacks (ft.)	Side yard setbacks (ft.)	Minimum Home Size (sq. ft.)	Street Address:
GV-21	21,482	0.493	12,719	30	30	10	950	2788 Metoxen Lane
GV-23	17,991	0.413	7,188	30	30	10	950	<i>to be determined</i>



## Specific to Bread Creek Village Lots (*only*):

Planned Unit Development (P.U.D.) *AMENDMENT*

Bread Creek Village Housing Development

CIP #18-009

**February 28, 2022 - *Approved by Oneida Land Commission***

605.9-9. *Control of PUD After Final Development Plan Approval.*

(5) All other changes in the final development plan shall be made by the Land Commission under the procedures authorized by this law. No changes shall be made in the final development plan unless said changes are found to be required

**Proposed Amendment to Final Approved P.U.D.:**

**(b) (5) (E.1) COVENANTS:**

~~No covenants have been written for Bread Creek Village at this time, nor are any anticipated.~~

**Replace with the following:**

**(b) (5) (E.1) COVENANTS (*amended 2/28/2022*):**

The following covenants shall apply to all single family home residential home construction within the Bread Creek Village P.U.D., in addition to all requirements established in the Home Builders Opportunity (HBO) rules.

i) Acceptable foundation types:

- a) Full basement
- b) Partial full basement
- c) 4' frost wall with concrete floor and crawl space
- d) Thickened slab-on-grade with code-required energy minimum standards met; in-floor radiant hot water heat source (*recommended, but not required*)
- e) Manufactured housing code-compliant slab-on-grade with tie down requirements met and required concrete masonry unit (CMU) skirting at perimeter of manufactured home including exterior skirting materials that shall match the exterior of the manufactured home exterior finish

ii) Acceptable building methods and/or construction delivery

- a) Traditional stick-built construction method
  - i) A required foundation detail will be provided and shall be built
    - (1) Any exceptions to this requirement must be presented in detail to the Zoning Department at the time of building permit application and will be granted at the Building Inspectors discretion
- b) All types of manufactured or modular homes shall be delivered to the site in new condition directly from the manufacturer or licensed home dealer
- c) All types of manufactured homes shall be more than twenty (20) linear feet in width/length in any dimension
- d) Off-site manufactured and delivered modular home components

- e) Regardless of method/type - all homes shall meet all minimum code-required standards for each respective home type

iii) Unacceptable building types

- i) Single-wide manufactured homes (trailers)
- ii) Used manufactured or modular homes, regardless of age
- iii) Any home type having axle(s) remaining permanently affixed to the home after delivery

iv) Architectural features required for all homes

- a) Acceptable roofing materials
  - i) Asphalt shingles roofing materials
    - (1) Dimensional 40+-year shingles recommended
    - (2) Single-ply 3-tab 30-year shingles allowable
  - ii) Metal shingle roofing material
  - iii) Standing seam metal roof
  - iv) Clay tile roofing
    - (1) Allowable (*but not recommended*)
- b) All homes shall have a complete storm water conveyance system consisting of gutters, downspouts and four (4) foot (*minimum*) outward-positioned extension on each downspout to move all roof storm water positively away from the home on all downward slopes of the home's roof
  - i) Rain gardens and/or barrels are allowable and recommended, providing they are maintained and all storm water is conveyed away from home
- c) Full basements and partial basements foundations shall be required to have drain tile installed on the inside and outside of all footings that positively drain to a sump pit, which shall be installed with a sump pump, PVC piping to the exterior and rigid or flexible piping (above or below grade) conveyance system to move ground water a minimum of twenty (20) feet beyond the back side of the home
  - i) Sump pump discharge shall not be acceptable to the front nor either side of the home
- d) Building numbers
  - i) During construction of home
    - (1) A temporary address number shall be installed within five (5) feet of the road curb within the lot near the driveway location prior to commencement of any construction activity
  - ii) Finished fire signs or address numbers
    - (1) Must be installed in accordance with the Oneida Zoning & Shoreland Protection Law 605.11-10. *Building Numbers*.

v) Requirement of construction and/or site preparations

- a) Lot elevation
  - i) It is the homeowner's direct responsibility *or delegated to their contractor* to complete final grading of the lot to accommodate the new home, ensure storm water conveyance away from the home and to remain within the adjacent lot grading context of the P.U.D.
- b) Home primary floor elevation
  - i) It is the homeowner's direct responsibility *or delegated to their contractor* to ensure the following
    - (1) Properly set the elevation of the primary floor of the home at an elevation that ensures the home will be built and/or installed on suitable soils

- (2) Provide for a safe, healthy and dry elevation point for the life of the home
  - (3) Be installed in accordance with the Oneida Zoning & Shoreland Protection Law
- c) Removal of excess excavated and/or scraped soils
  - i) All excess soil shall be transported off-site and delivered to Oneida Nation property in the established temporary excess material site located southeast of the corner of Henry Drive and Maria Hinton Way (*less than one mile from construction site*)
- d) Water and sewer laterals
  - i) All water and sewer laterals shall be the responsibility of the homeowner
  - ii) All water and sewer laterals installation methods shall be compliant with the Oneida Building Code
- e) Driveway requirements
  - i) Driveway location
    - (1) Homeowner is directly responsible *or delegated to their contractor* for all curb cuts
    - (2) All curb cuts shall be no less than ten (10) feet from either side lot line
    - (3) No adjacent property driveways shall be less than twenty (20) feet from each other
  - ii) Driveway width
    - (1) Driveway width shall not exceed twenty (20) feet
    - (2) Driveway apron shall include side flares to accommodate turning radiuses
    - (3) Driveway shall be able to accommodate a minimum of two (2) off-street parked vehicles
    - (4) Additional driveway width accommodations are approved at the discretion of the Zoning Administrator and shall meet applicable Oneida Zoning & Shoreland Protection Law requirements
  - iii) Driveway materials
    - (1) Acceptable temporary driveway material requirements during construction
      - (a) Crushed compacted limestone gravel driveways
      - (b) Any acceptable permanent driveway material
    - (2) Acceptable permanent driveway material requirements
      - (a) Four (4) inch thick reinforced concrete slab-on-grade with required sub-grade aggregate
      - (b) Three (3) inch minimum thick asphalt with required sub-grade aggregate
  - iv) Complete driveway installation shall be finished within one (1) year of issuance of occupancy of the home
- f) Lot slope and landscape requirements
  - i) All storm water shall be handled within the lot lines and no storm water shall be conveyed across any other lot
  - ii) Prior to the next October 1st (of any given year) after the date which the home is granted occupancy, a grass lawn shall be established to prevent soil erosion
    - (1) A one-year maximum extension of this requirement may be granted by the Building Inspector due to extenuating circumstances
- vi) Exterior Improvements to the lot
  - a) Garages *are strongly recommended to be built at the time of initial construction* but are not required within this P.U.D.
    - i) Attached garage will follow all requirement within the Oneida Building Code
    - ii) Detached garage will be permitted separately under the Oneida Building Code if not completed within one (1) year of the home construction and are *strongly recommended* that the location of the garage be pre-planned if the desire is to build the garage after one (1) year of occupancy of the home

- b) The following improvements are allowable and shall follow the requirements of the Oneida Zoning & Shoreland Protection. Installation of these improvements can occur within one year of occupancy of the home or later under separate permitting by Oneida Zoning
  - i) Fences
  - ii) Trash can screening
  - iii) Accessory structure (shed)
- c) U.S. Mailbox delivery has been established in accordance with the *U. S. Postal Service National Delivery Planning Standards - A Guide for Builders and Developers*
  - i) No homes within the P.U.D. shall have individual mailboxes neither on the home nor at the curb
  - ii) A required Clustered Box Unit (CBU) has been established and installed near the entrance to the P.U.D. for all U.S. Mail needs of the P.U.D. residents
- vii) The following regular seasonal exterior maintenance is required of all homes within the P.U.D.
  - a) Storm water conveyance maintenance to keep clean and clear of debris to ensure positive storm water movement away from home
    - i) Gutters, downspouts and extensions
    - ii) Exterior sump pump piping for backyard discharge
    - iii) Grade and vegetation of lawn to ensure movement of storm water away from the home without causing soil erosion
  - b) Roof finish
    - i) Roofing materials
    - ii) Fascia and soffit
  - c) Exterior finish
    - i) All exterior wall and near-grade finish materials
  - d) Lawn cutting and maintenance
    - i) Shall be compliant with the Oneida Zoning & Shoreland Protection Law
  - e) All other property maintenance shall be completed with the Oneida Zoning & Shoreland Protection Law

## Specific to Green Valley Lots (*only*):

Plat of Survey *AMENDMENT*  
Green Valley Housing Development  
CIP #18-009

February 28, 2022 - *Approved by Oneida Land Commission*

### Proposed Amendment to Final Approved Plat of Survey:

#### Insert the following:

#### COVENANTS (amended 2/18/2022):

The following covenants shall apply to all single family home residential home construction within the Green Valley Subdivision Plat of Survey (attached) and be applicable to lots 21, 22, 23, 24 and any lots which currently are not improved, in addition to all requirements established in the Home Builders Opportunity (HBO) rules.

#### viii) Acceptable foundation types:

- a) Full basement
- b) Partial full basement
- c) 4' frost wall with concrete floor and crawl space
- d) Thickened slab-on-grade with code-required energy minimum standards met; in-floor radiant hot water heat source (*recommended, but not required*)
- e) Manufactured housing code-compliant slab-on-grade with tie down requirements met and required concrete masonry unit (CMU) skirting at perimeter of manufactured home including exterior skirting materials that shall match the exterior of the manufactured home exterior finish

#### ix) Acceptable building methods and/or construction delivery

- a) Traditional stick-built construction method
  - i) A required foundation detail will be provided and shall be built
    - (1) Any exceptions to this requirement must be presented in detail to the Zoning Department at the time of building permit application and will be granted at the Building Inspectors discretion
- b) All types of manufactured or modular homes shall be delivered to the site in new condition directly from the manufacturer or licensed home dealer
- c) All types of manufactured homes shall be more than twenty (20) linear feet in width/length in any dimension
- d) Off-site manufactured and delivered modular home components
- e) Regardless of method/type - all homes shall meet all minimum code-required standards for each respective home type

#### x) Unacceptable building types

- i) Single-wide manufactured homes (trailers)
- ii) Used manufactured or modular homes, regardless of age
- iii) Any home type having axle(s) remaining permanently affixed to the home after delivery

#### xi) Architectural features required for all homes

- a) Acceptable roofing materials
  - i) Asphalt shingles roofing materials
    - (1) Dimensional 40+-year shingles recommended
    - (2) Single-ply 3-tab 30-year shingles allowable
  - ii) Metal shingle roofing material
  - iii) Standing seam metal roof
  - iv) Clay tile roofing
    - (1) Allowable (*but not recommended*)
- b) All homes shall have a complete storm water conveyance system consisting of gutters, downspouts and four (4) foot (*minimum*) outward-positioned extension on each downspout to move all roof storm water positively away from the home on all downward slopes of the home's roof
  - i) Rain gardens and/or barrels are allowable and recommended, providing they are maintained and all storm water is conveyed away from home
- c) Full basements and partial basements foundations shall be required to have drain tile installed on the inside and outside of all footings that positively drain to a sump pit, which shall be installed with a sump pump, PVC piping to the exterior and rigid or flexible piping (above or below grade) conveyance system to move ground water a minimum of twenty (20) feet beyond the back side of the home
  - i) Sump pump discharge shall not be acceptable to the front nor either side of the home
- d) Building numbers
  - i) During construction of home
    - (1) A temporary address number shall be installed within five (5) feet of the road curb within the lot near the driveway location prior to commencement of any construction activity
  - ii) Finished fire signs or address numbers
    - (1) Must be installed in accordance with the Oneida Zoning & Shoreland Protection Law 605.11-10. *Building Numbers*.

xii) Requirement of construction and/or site preparations

- a) Lot elevation
  - i) It is the homeowner's direct responsibility *or delegated to their contractor* to complete final grading of the lot to accommodate the new home, ensure storm water conveyance away from the home and to remain within the adjacent lot grading context of the plat
- b) Home primary floor elevation
  - i) It is the homeowner's direct responsibility *or delegated to their contractor* to ensure the following
    - (1) Properly set the elevation of the primary floor of the home at an elevation that ensures the home will be built and/or installed on suitable soils
    - (2) Provide for a safe, healthy and dry elevation point for the life of the home
    - (3) Be installed in accordance with the Oneida Zoning & Shoreland Protection Law
- c) Removal of excess excavated and/or scraped soils
  - i) All excess soil shall be transported off-site and delivered to Oneida Nation property in the established temporary excess material site located southeast of the corner of Henry Drive and Maria Hinton Way (*less than one mile from construction site*)
- d) Water and sewer laterals
  - i) All water and sewer laterals shall be the responsibility of the homeowner
  - ii) All water and sewer laterals installation methods shall be compliant with the Oneida Building Code

e) Driveway requirements

i) Driveway location

- (1) Homeowner is directly responsible *or delegated to their contractor* for all curb cuts
- (2) All curb cuts shall be no less than ten (10) feet from either side lot line
- (3) No adjacent property driveways shall be less than twenty (20) feet from each other

ii) Driveway width

- (1) Driveway width shall not exceed twenty (20) feet
- (2) Driveway apron shall include side flares to accommodate turning radiuses
- (3) Driveway shall be able to accommodate a minimum of two (2) off-street parked vehicles
- (4) Additional driveway width accommodations are approved at the discretion of the Zoning Administrator and shall meet applicable Oneida Zoning & Shoreland Protection Law requirements

iii) Driveway materials

- (1) Acceptable temporary driveway material requirements during construction
  - (a) Crushed compacted limestone gravel driveways
  - (b) Any acceptable permanent driveway material
- (2) Acceptable permanent driveway material requirements
  - (a) Four (4) inch thick reinforced concrete slab-on-grade with required sub-grade aggregate
  - (b) Three (3) inch minimum thick asphalt with required sub-grade aggregate

iv) Complete driveway installation shall be finished within one (1) year of issuance of occupancy of the home

f) Lot slope and landscape requirements

- i) All storm water shall be handled within the lot lines and no storm water shall be conveyed across any other lot
- ii) Prior to the next October 1st (of any given year) after the date which the home is granted occupancy, a grass lawn shall be established to prevent soil erosion
  - (1) A one-year maximum extension of this requirement may be granted by the Building Inspector due to extenuating circumstances

xiii) Exterior Improvements to the lot

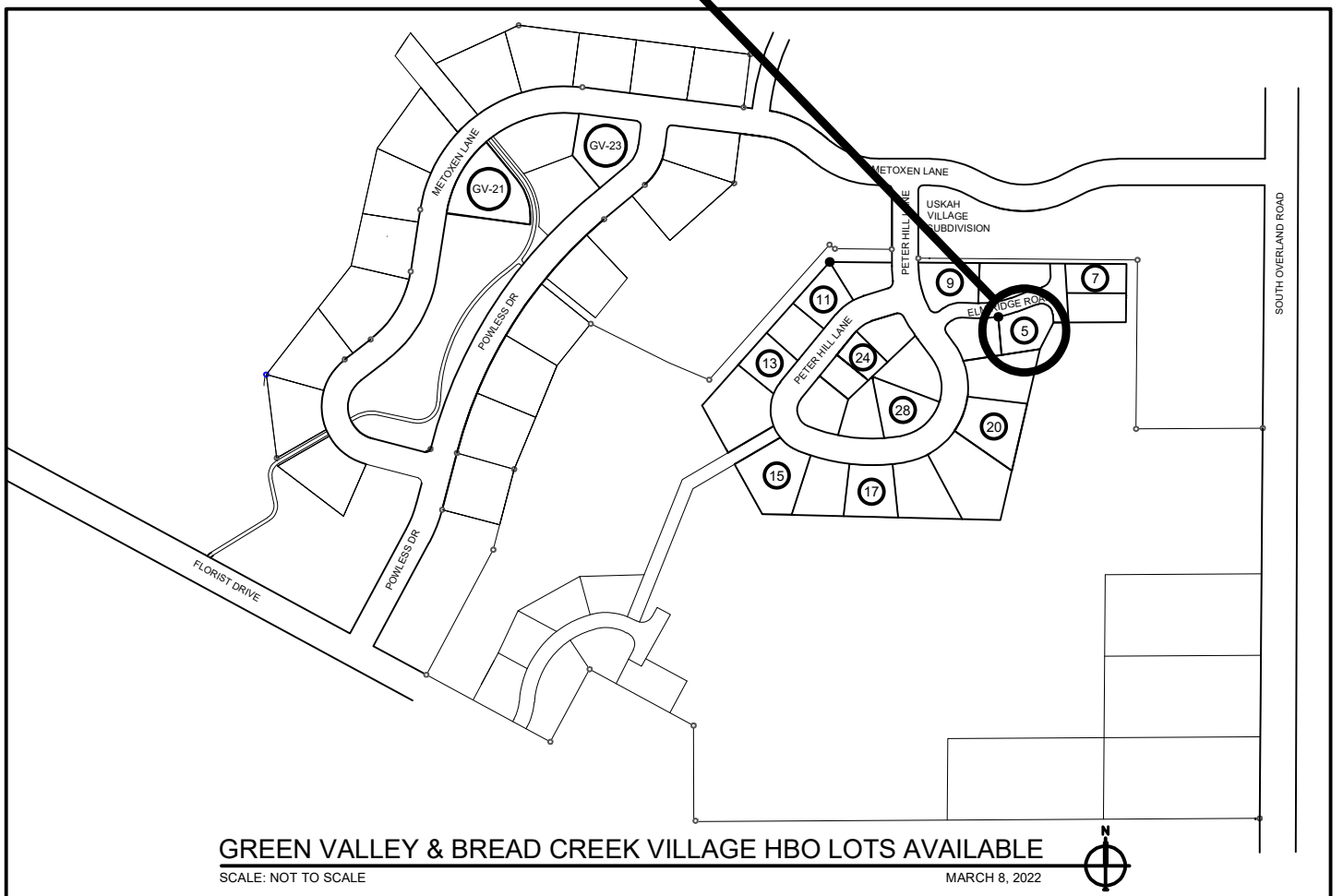
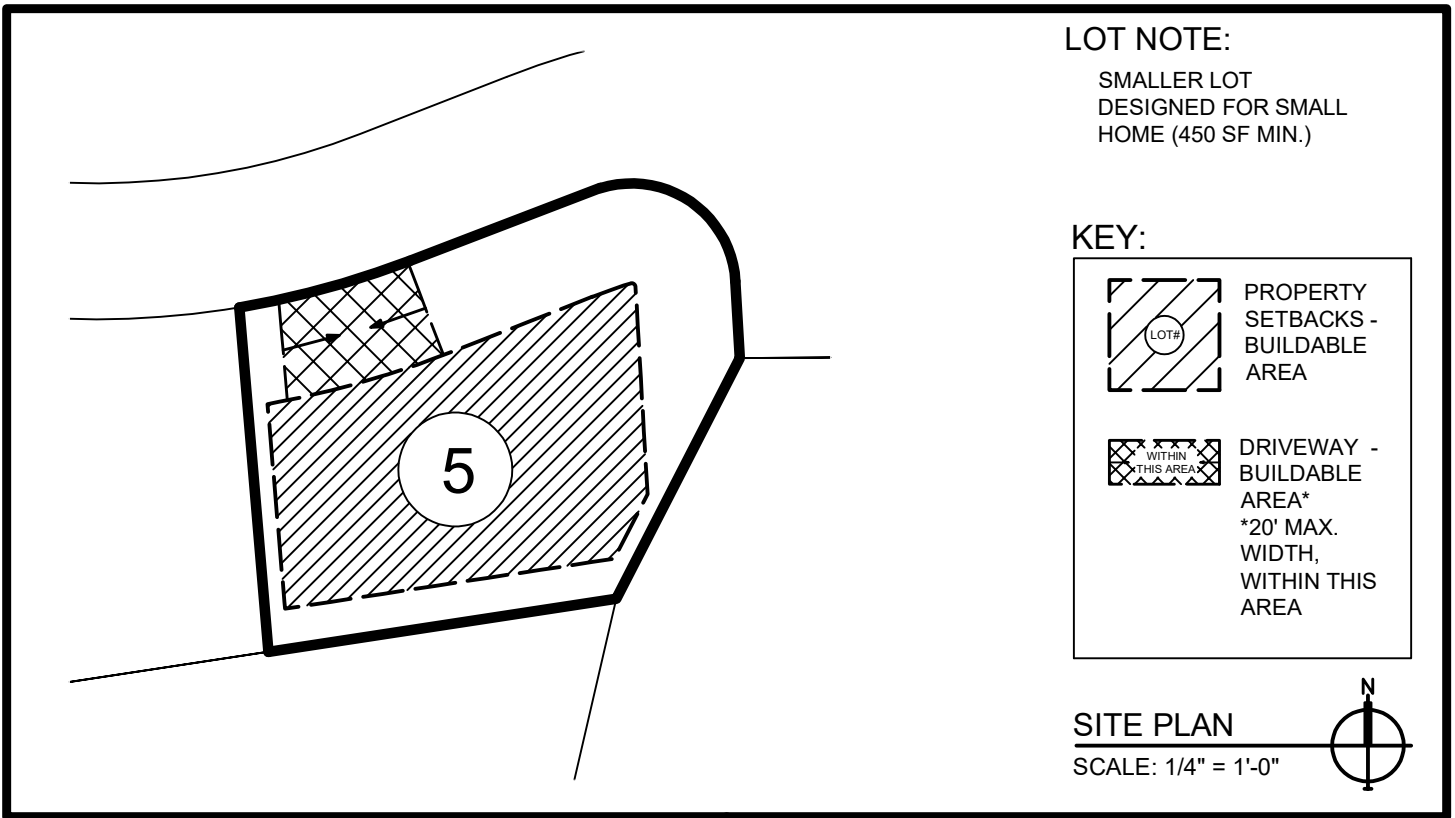
- a) Garages *are strongly recommended to be built at the time of initial construction* but are not required within this plat
  - i) Attached garage will follow all requirement within the Oneida Building Code
  - ii) Detached garage will be permitted separately under the Oneida Building Code if not completed within one (1) year of the home construction and are *strongly recommended* that the location of the garage be pre-planned if the desire is to build the garage after one (1) year of occupancy of the home
- b) The following improvements are allowable and shall follow the requirements of the Oneida Zoning & Shoreland Protection. Installation of these improvements can occur within one year of occupancy of the home or later under separate permitting by Oneida Zoning
  - i) Fences
  - ii) Trash can screening
  - iii) Accessory structure (shed)
- c) U.S. Mailbox delivery has been established in accordance with the *U. S. Postal Service National Delivery Planning Standards - A Guide for Builders and Developers*



- xiv) The following regular seasonal exterior maintenance is required of all homes within the plat
- a) Storm water conveyance maintenance to keep clean and clear of debris to ensure positive storm water movement away from home
    - i) Gutters, downspouts and extensions
    - ii) Exterior sump pump piping for backyard discharge
    - iii) Grade and vegetation of lawn to ensure movement of storm water away from the home without causing soil erosion
  - b) Roof finish
    - i) Roofing materials
    - ii) Fascia and soffit
  - c) Exterior finish
    - i) All exterior wall and near-grade finish materials
  - d) Lawn cutting and maintenance
    - i) Shall be compliant with the Oneida Zoning & Shoreland Protection Law
  - e) All other property maintenance shall be completed with the Oneida Zoning & Shoreland Protection Law

END OF DOCUMENT - *version 1.1 [March 8, 2022 3:00pm]*

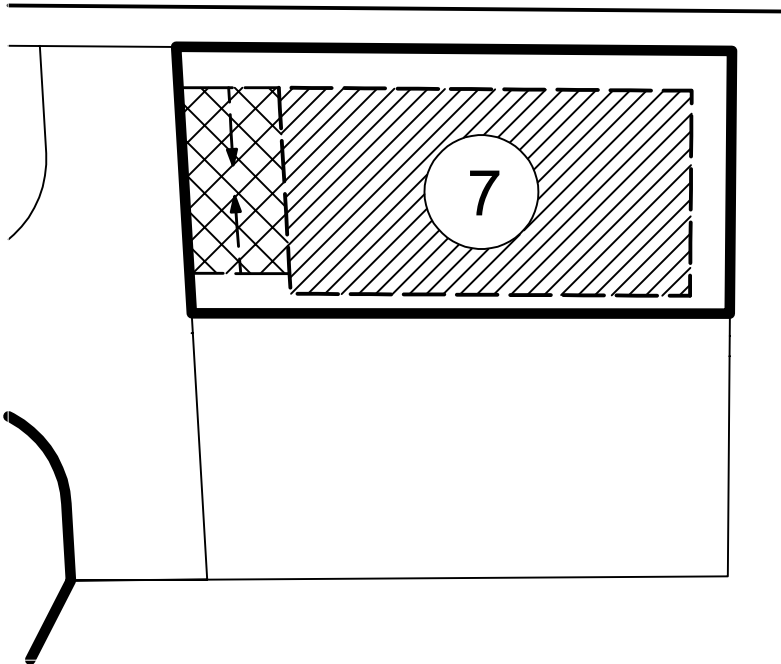
# BREAD CREEK VILLAGE LOT #5



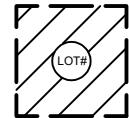
# BREAD CREEK VILLAGE LOT #7

## LOT NOTE:

SMALLER LOT  
DESIGNED FOR SMALL  
HOME (450 SF MIN.)



## KEY:



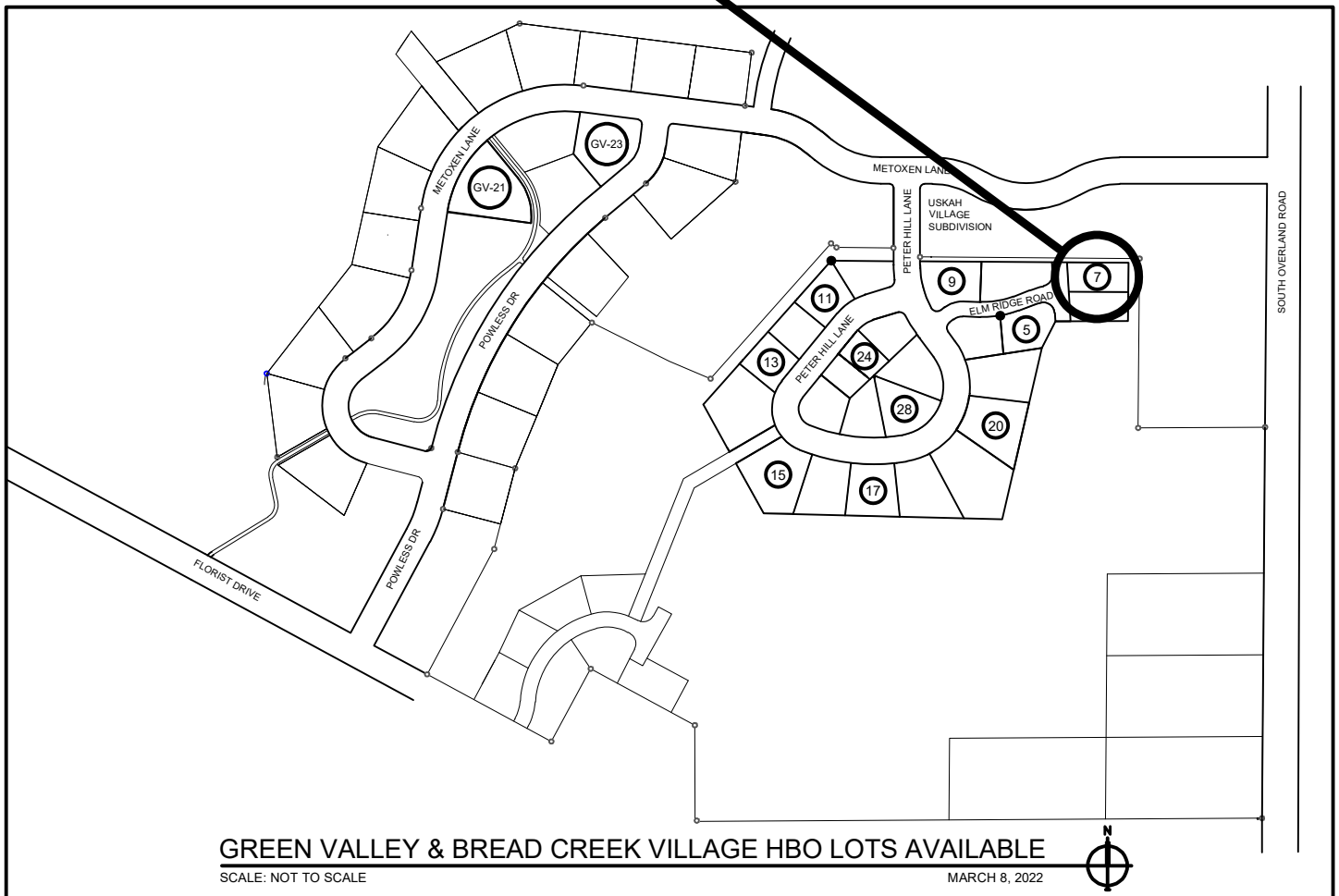
PROPERTY  
SETBACKS -  
BUILDABLE  
AREA



DRIVEWAY -  
BUILDABLE  
AREA\*  
\*20' MAX.  
WIDTH,  
WITHIN THIS  
AREA

## SITE PLAN

SCALE: 1/4" = 1'-0"



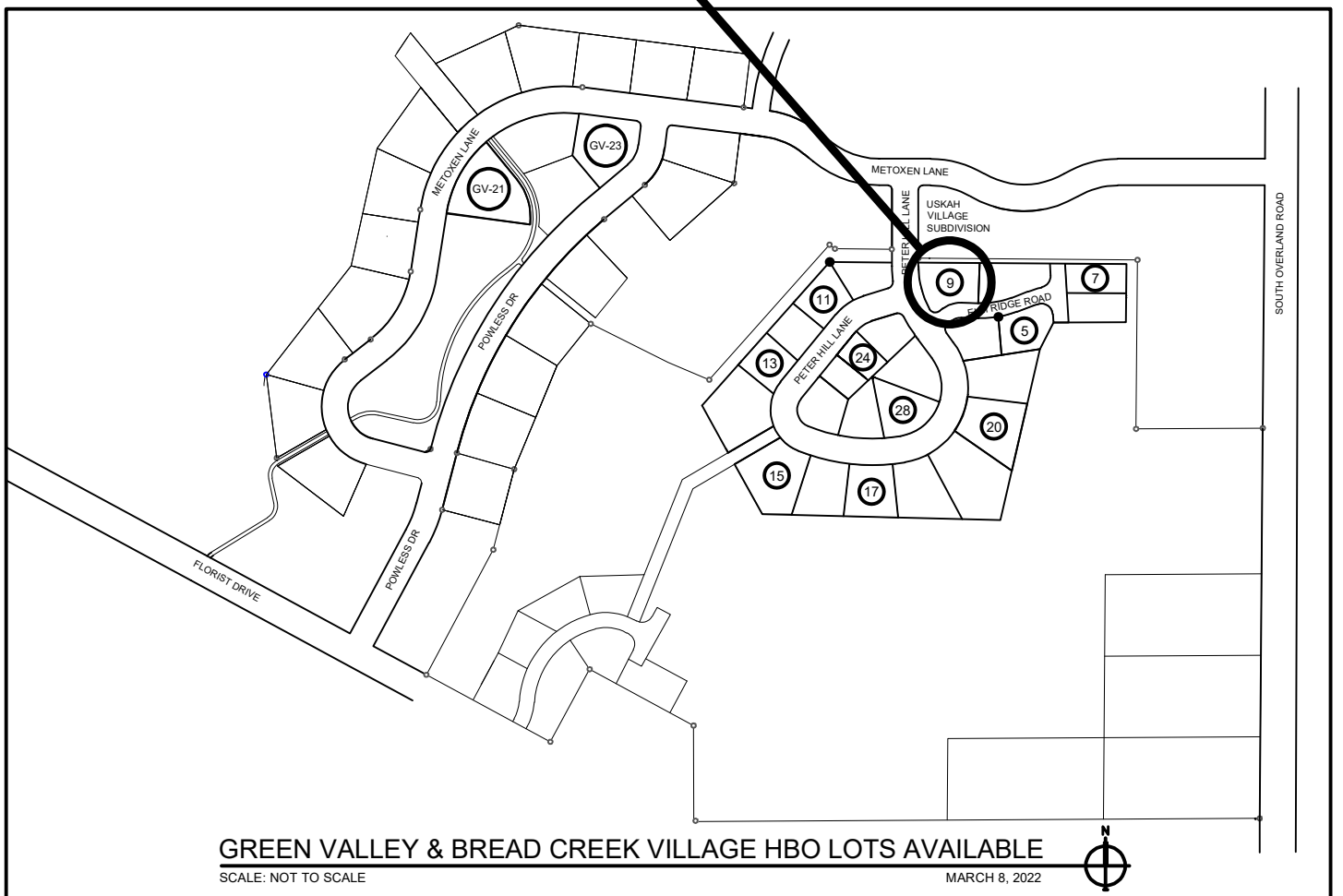
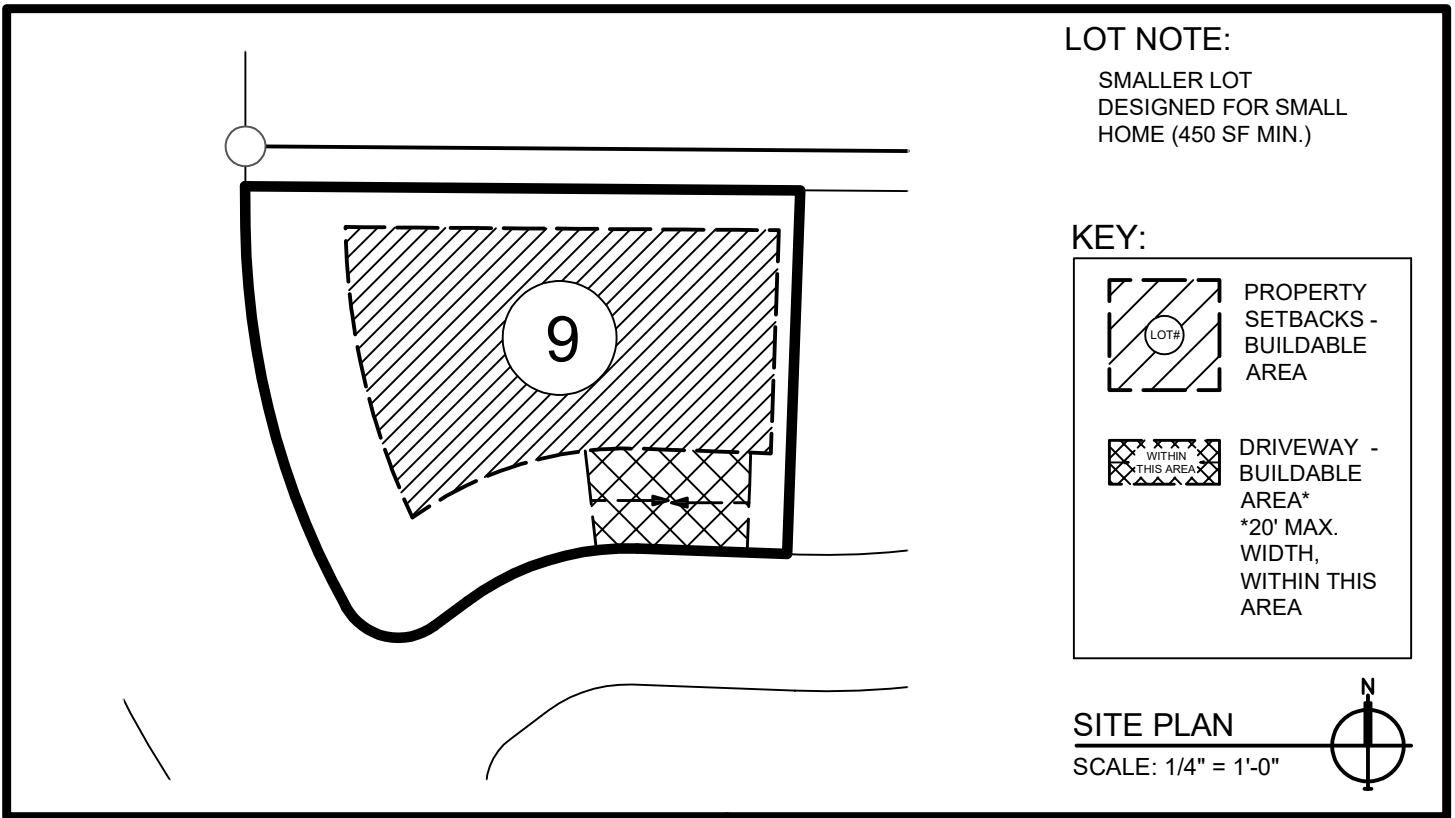
GREEN VALLEY & BREAD CREEK VILLAGE HBO LOTS AVAILABLE

SCALE: NOT TO SCALE

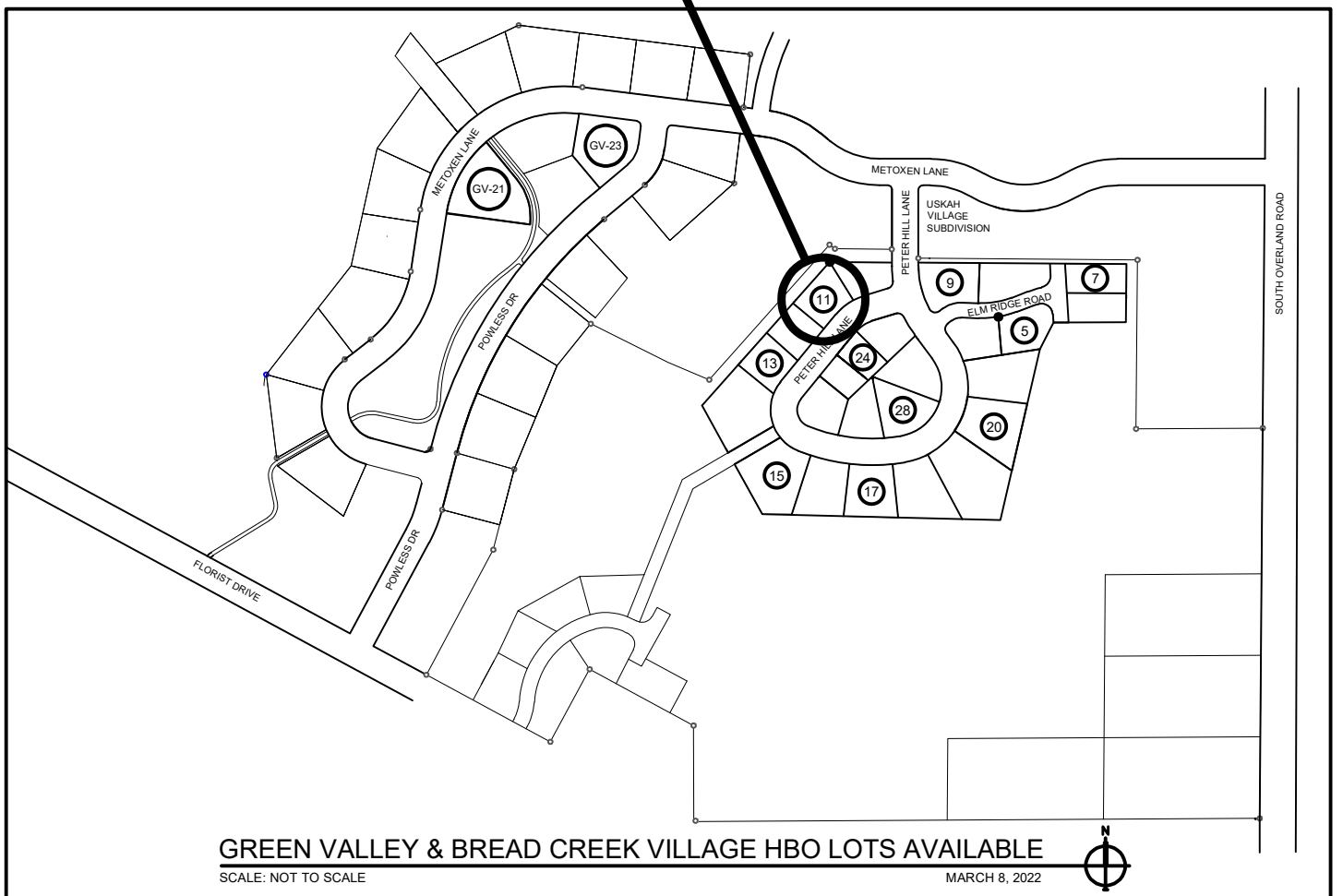
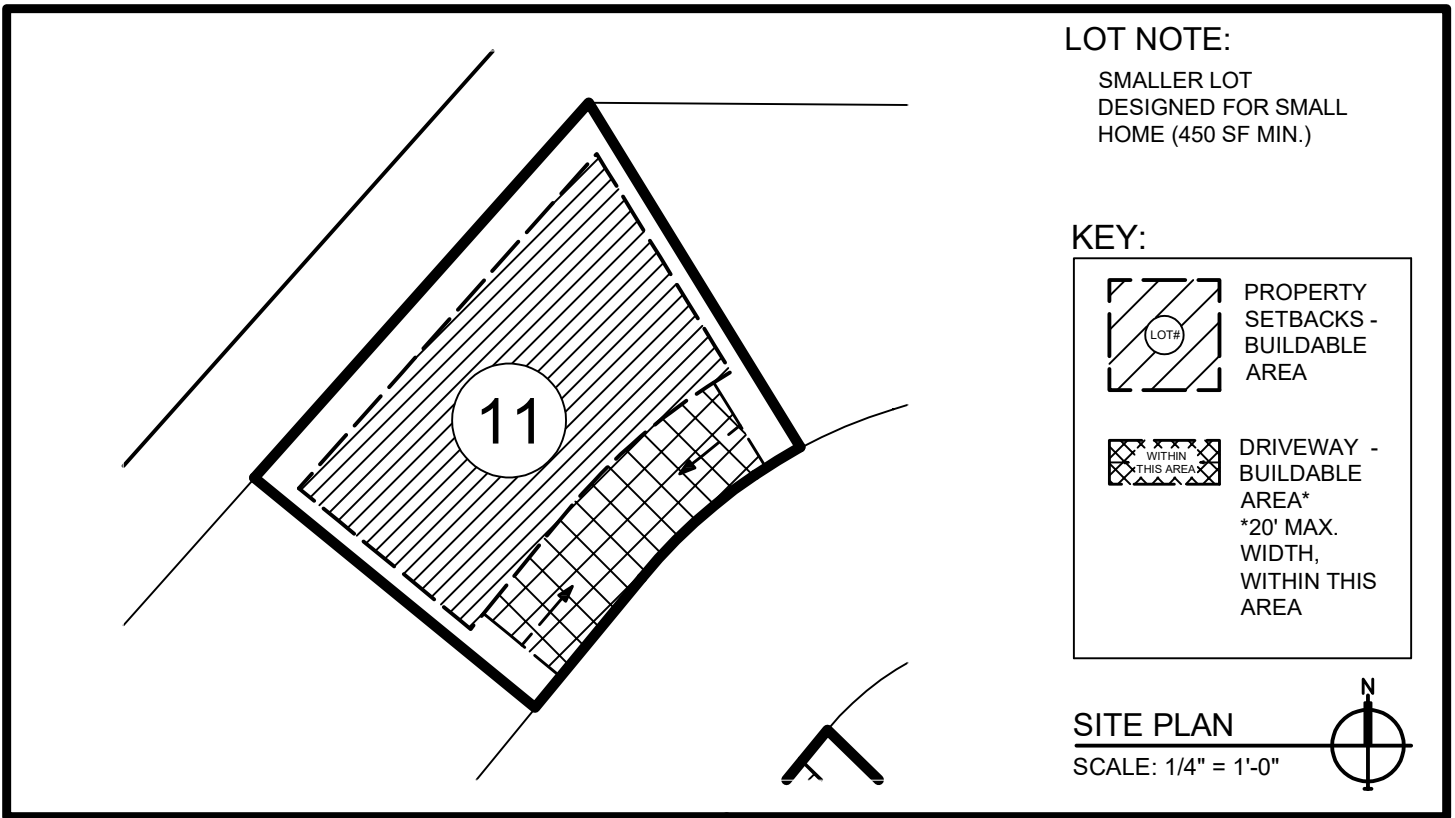
MARCH 8, 2022



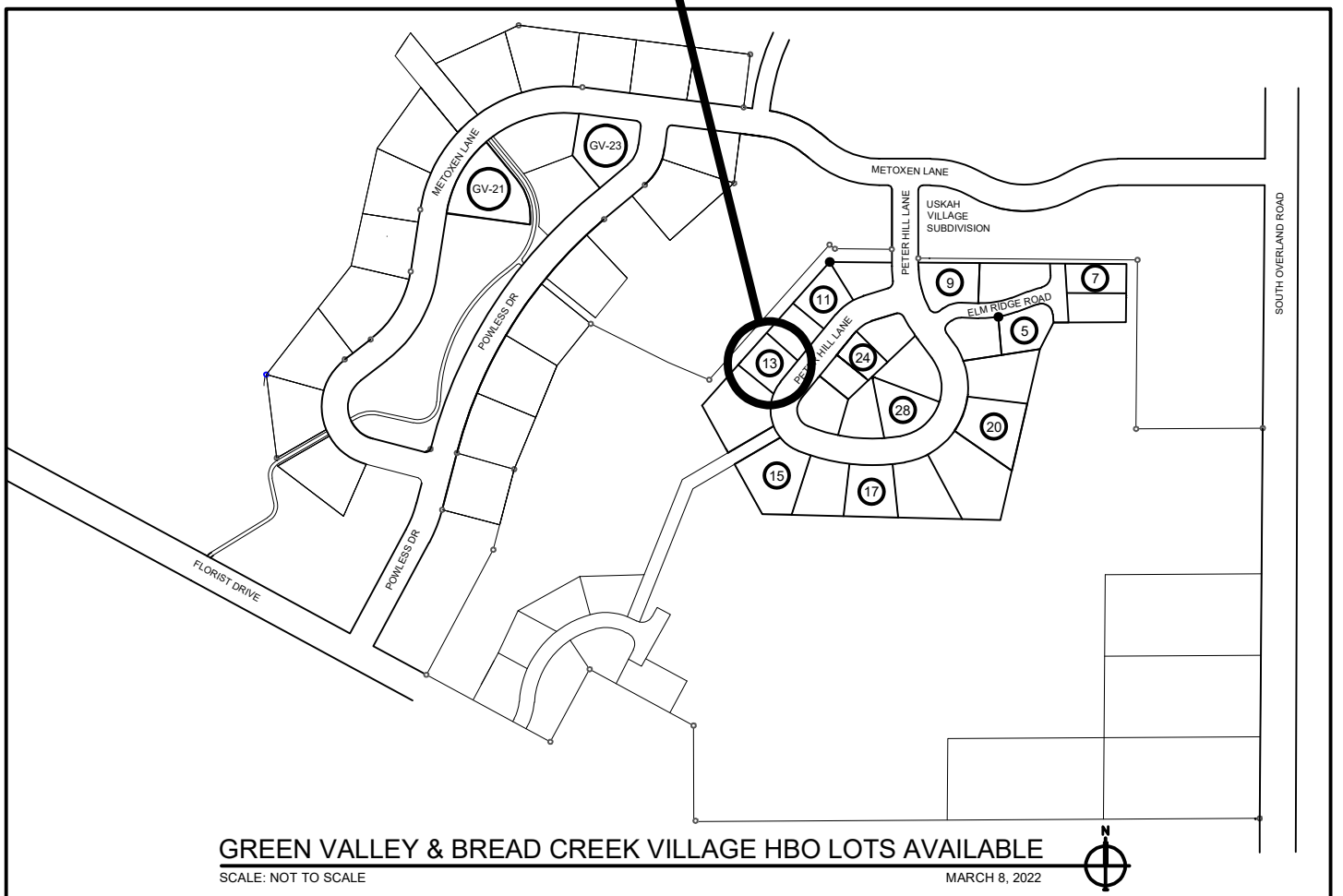
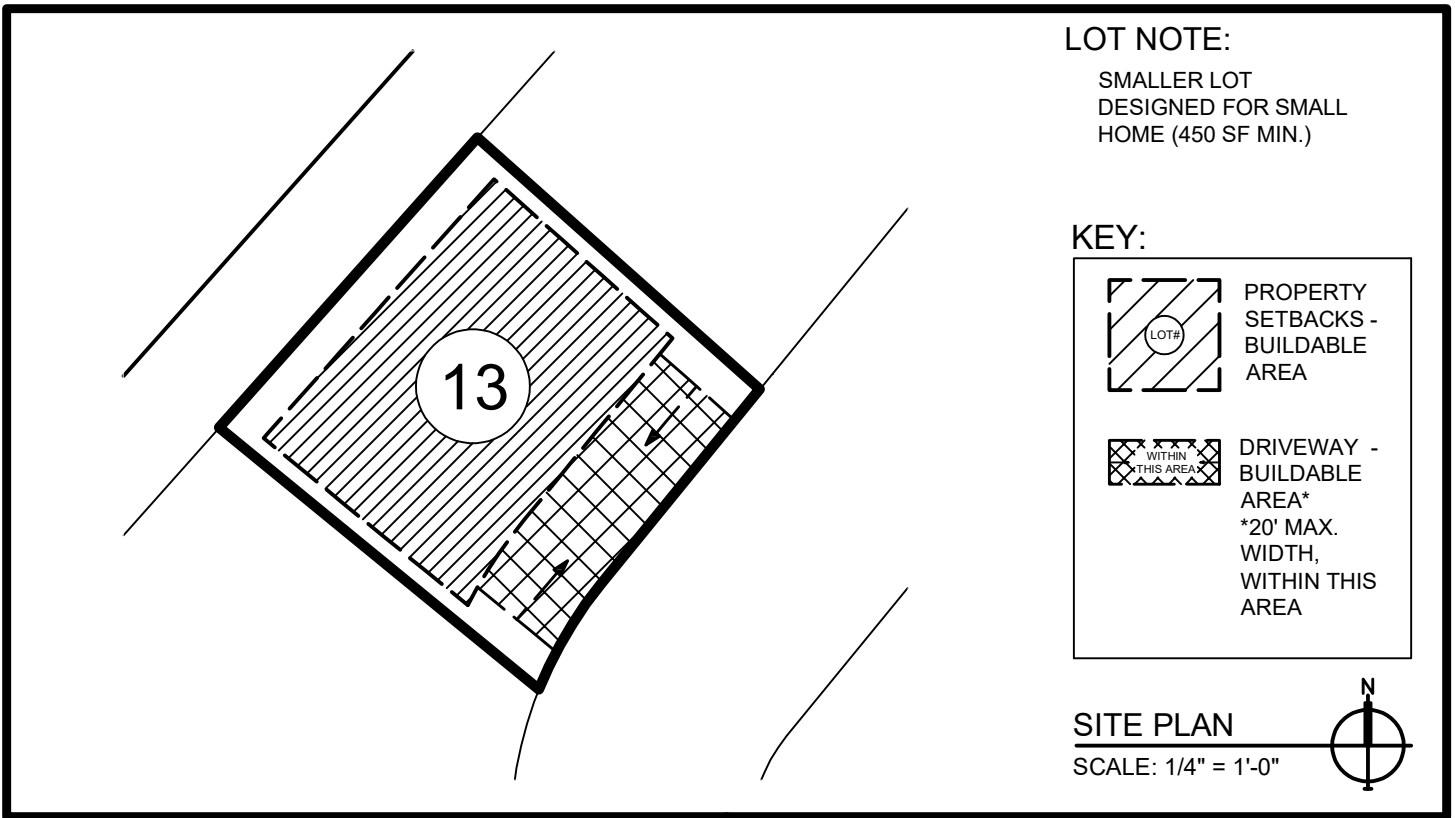
# BREAD CREEK VILLAGE LOT #9



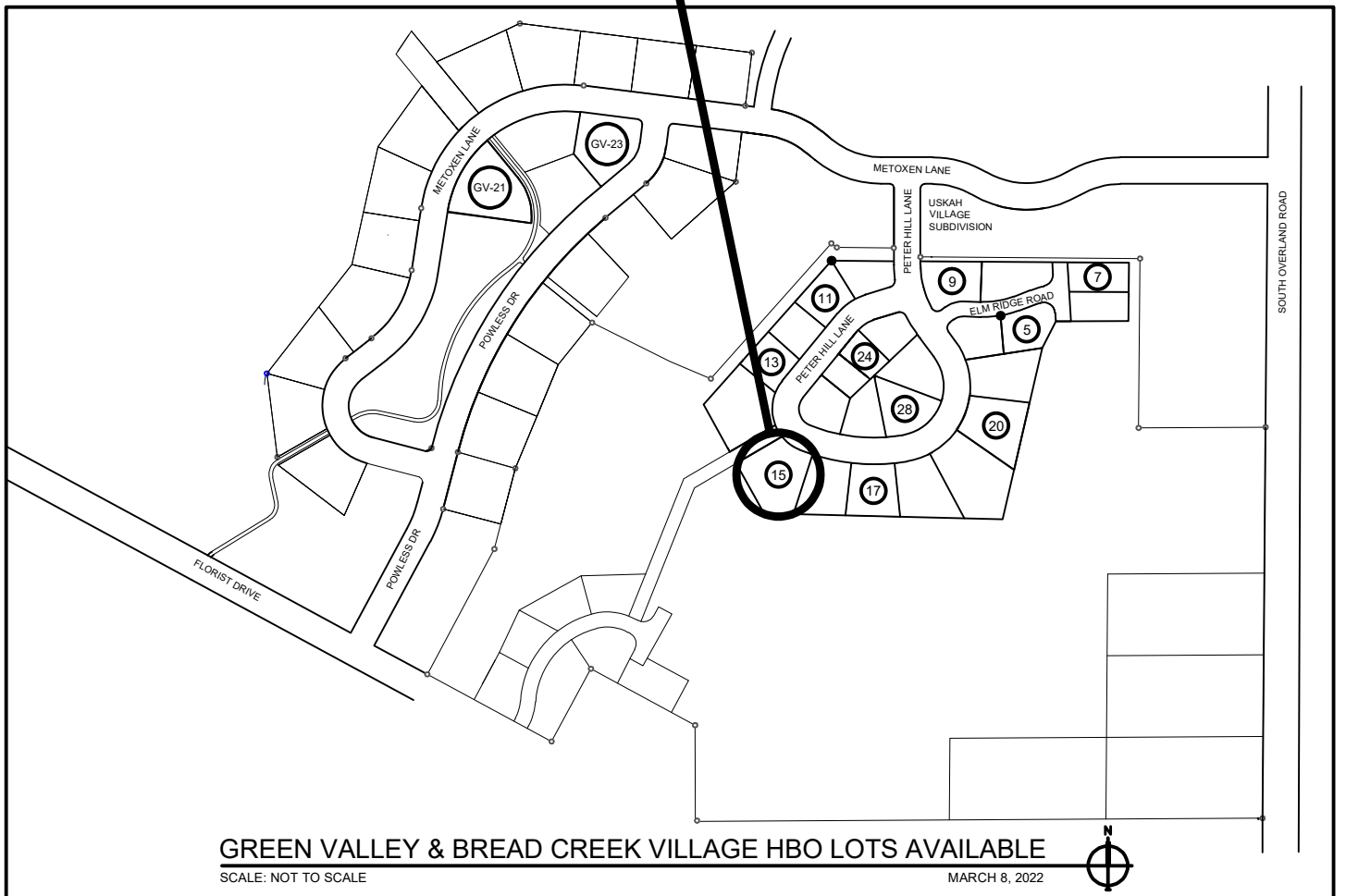
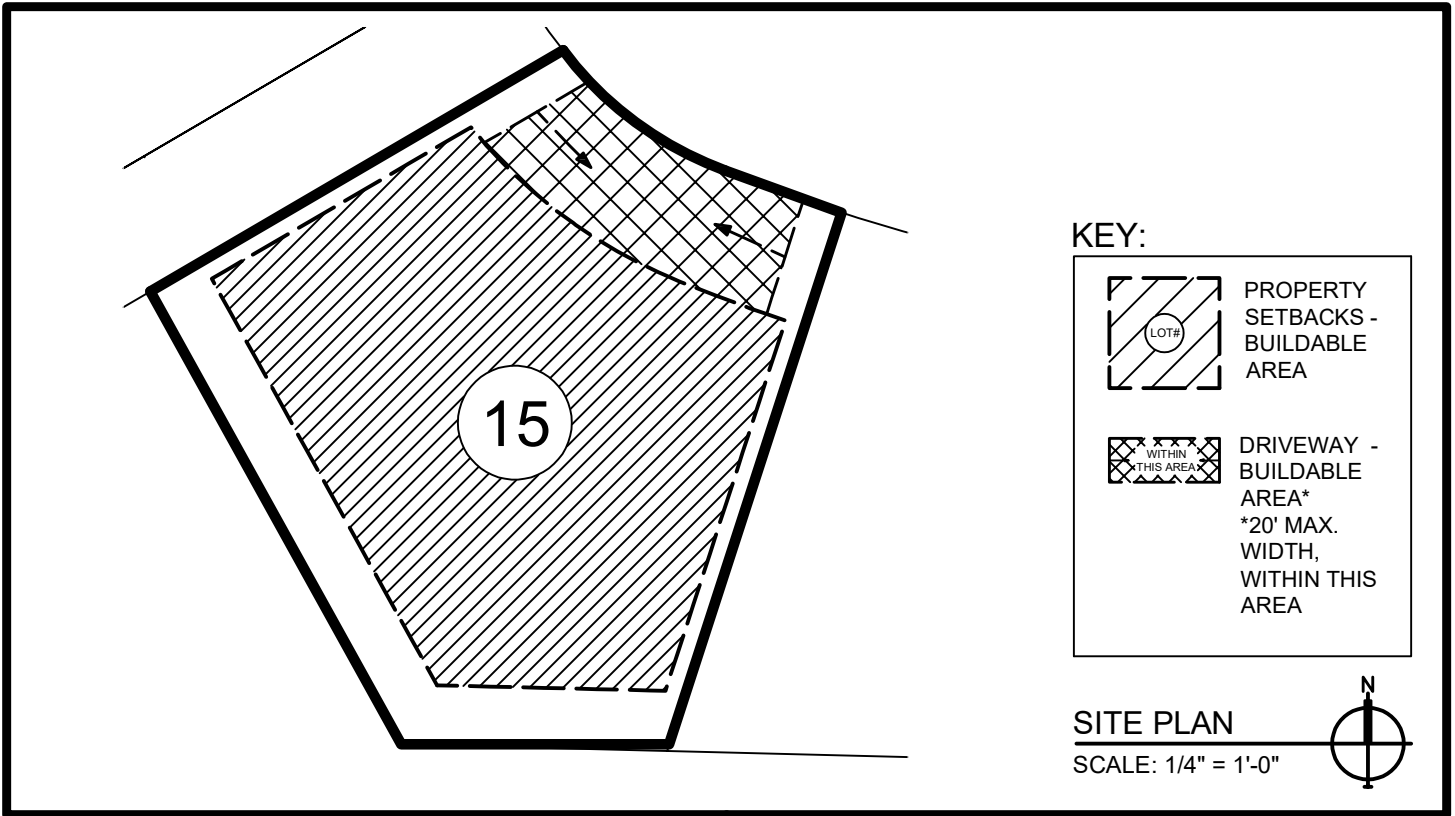
# BREAD CREEK VILLAGE LOT #11



# BREAD CREEK VILLAGE LOT #13

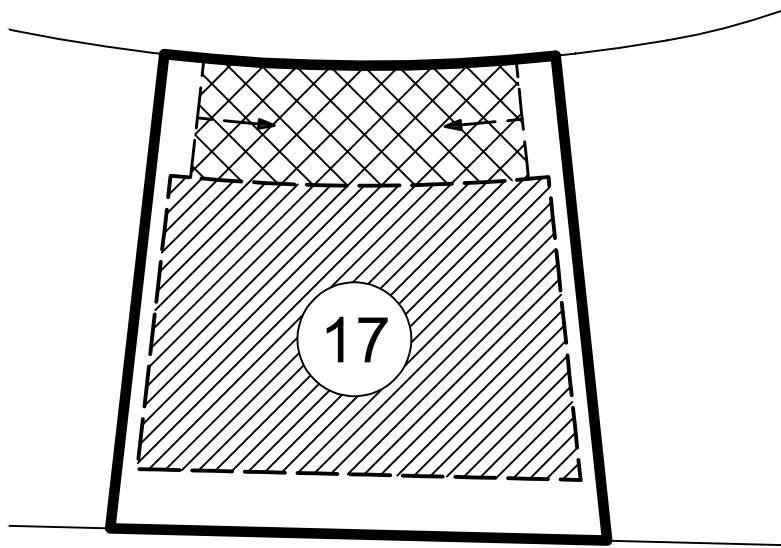


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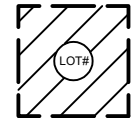




# BREAD CREEK VILLAGE LOT #17



## KEY:



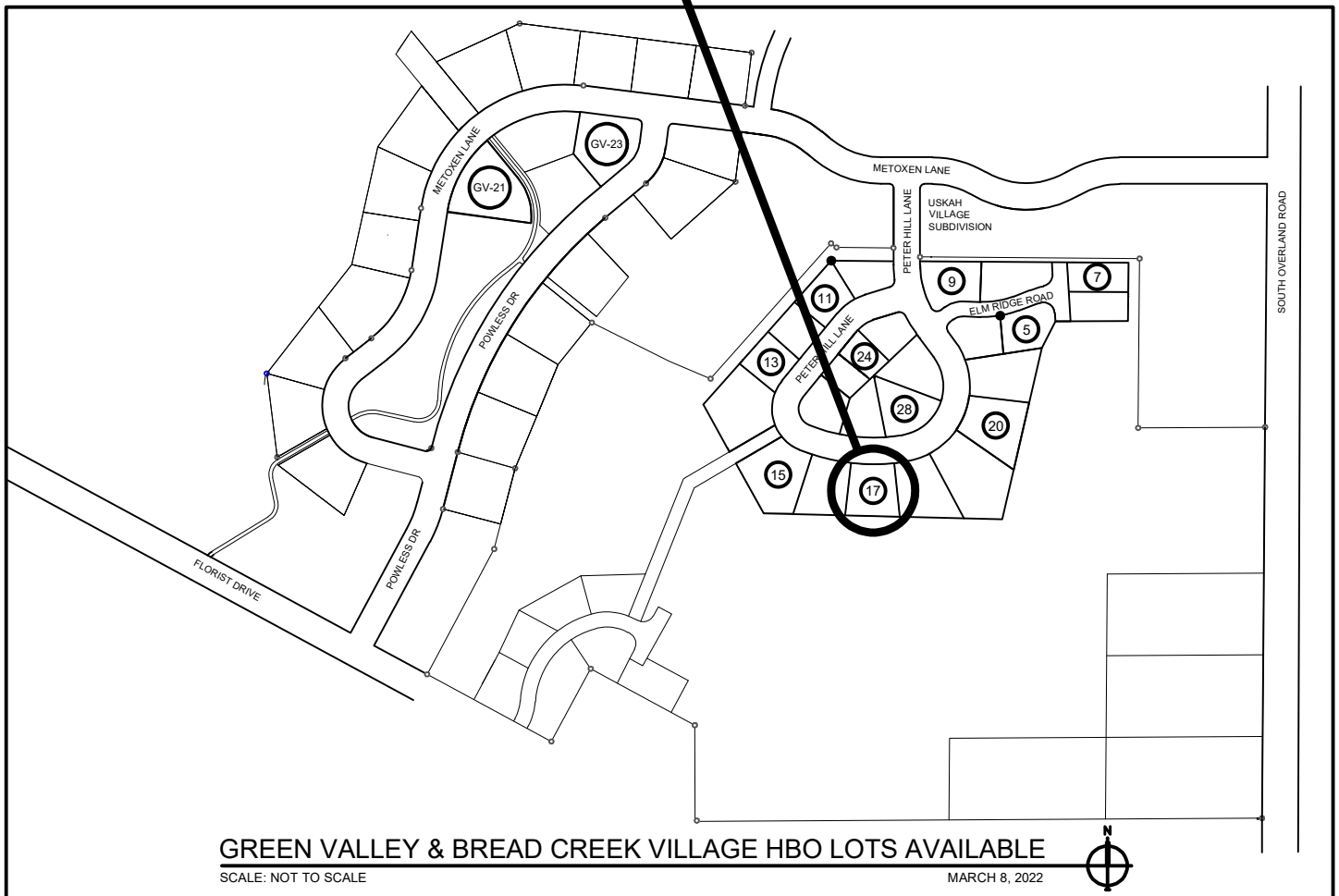
PROPERTY  
SETBACKS -  
BUILDABLE  
AREA



DRIVEWAY -  
BUILDABLE  
AREA\*  
\*20' MAX.  
WIDTH,  
WITHIN THIS  
AREA

## SITE PLAN

SCALE: 1/4" = 1'-0"



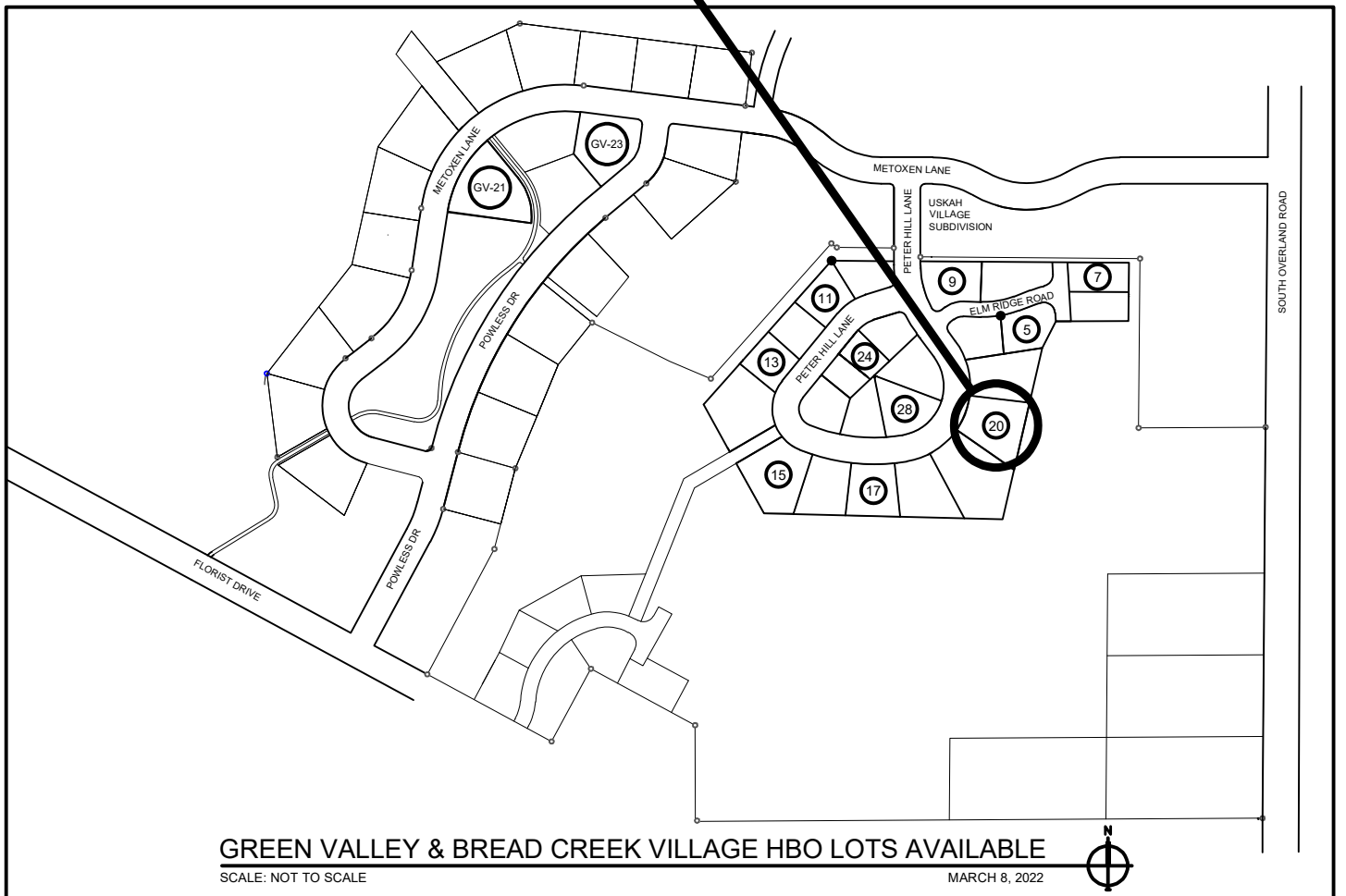
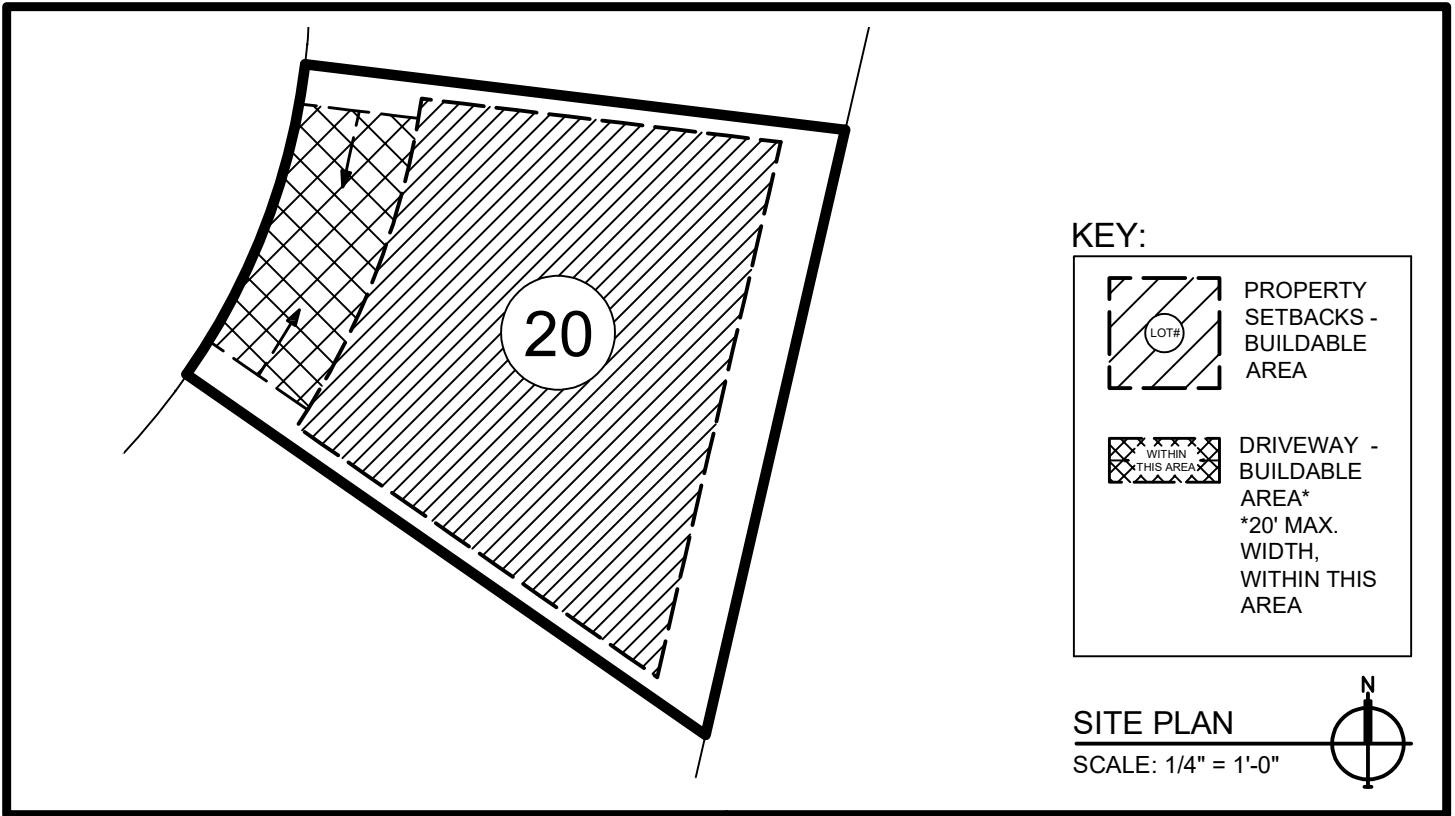
GREEN VALLEY & BREAD CREEK VILLAGE HBO LOTS AVAILABLE

SCALE: NOT TO SCALE

MARCH 8, 2022



# BREAD CREEK VILLAGE LOT #20

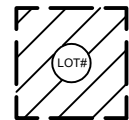


# BREAD CREEK VILLAGE LOT #24

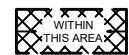
## LOT NOTE:

SMALLER LOT  
DESIGNED FOR SMALL  
HOME (450 SF MIN.)

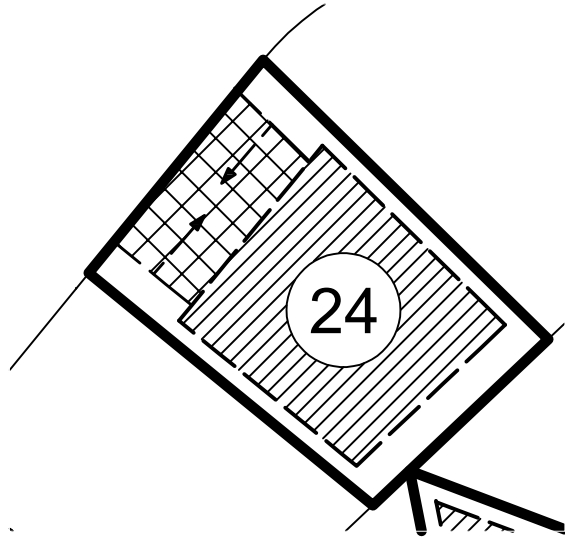
## KEY:



PROPERTY  
SETBACKS -  
BUILDABLE  
AREA

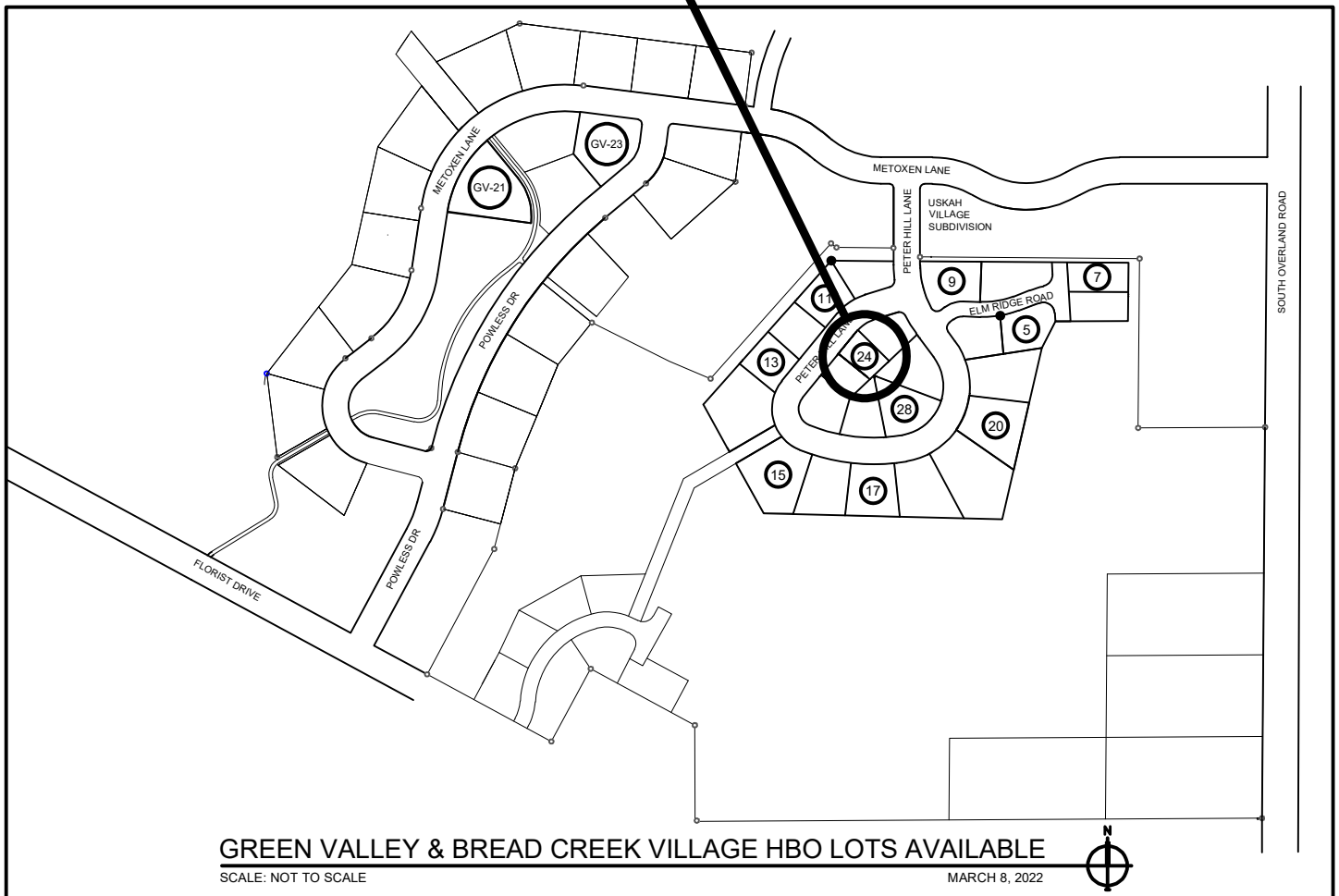


DRIVEWAY -  
BUILDABLE  
AREA\*  
\*20' MAX.  
WIDTH,  
WITHIN THIS  
AREA

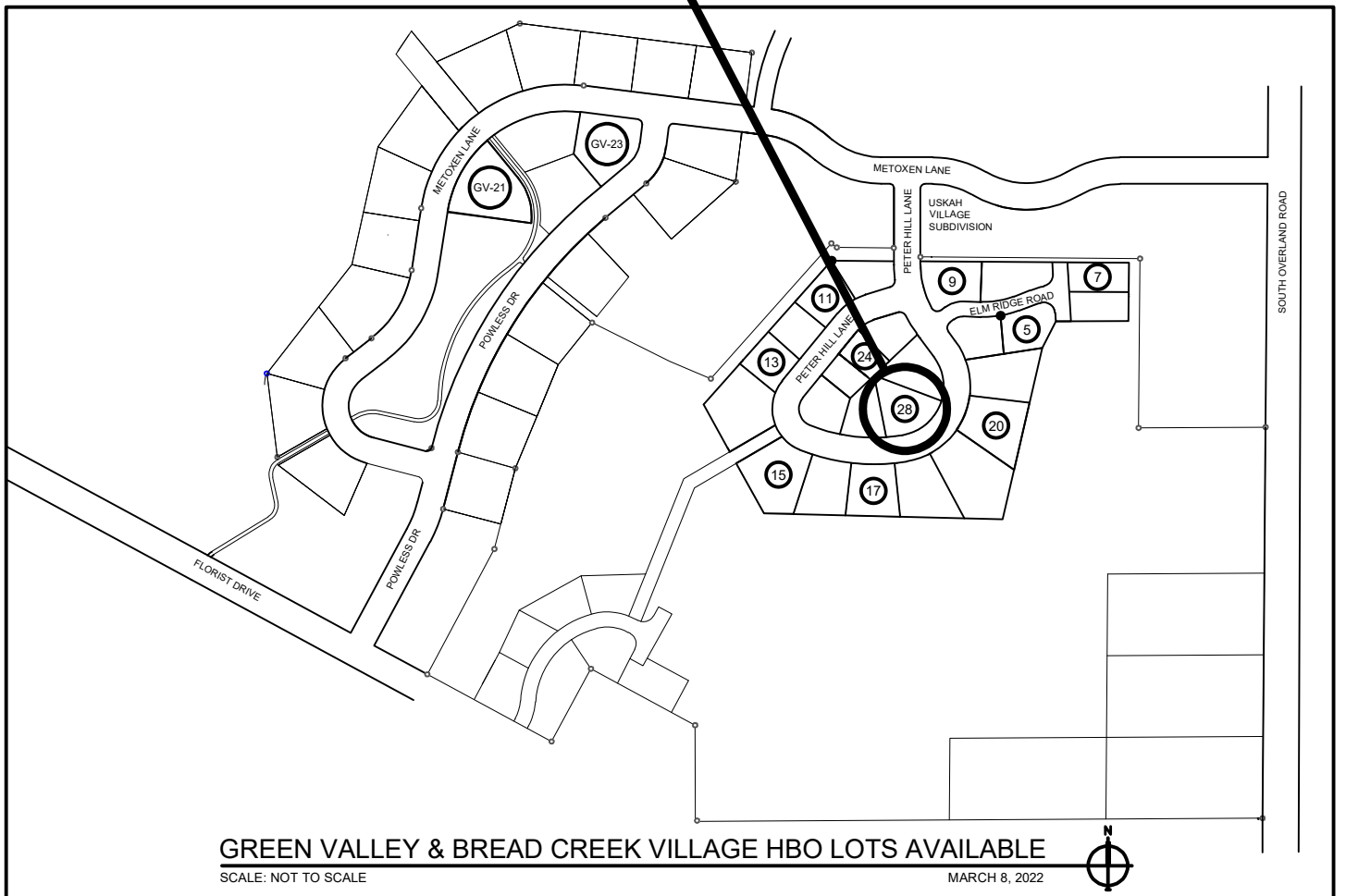
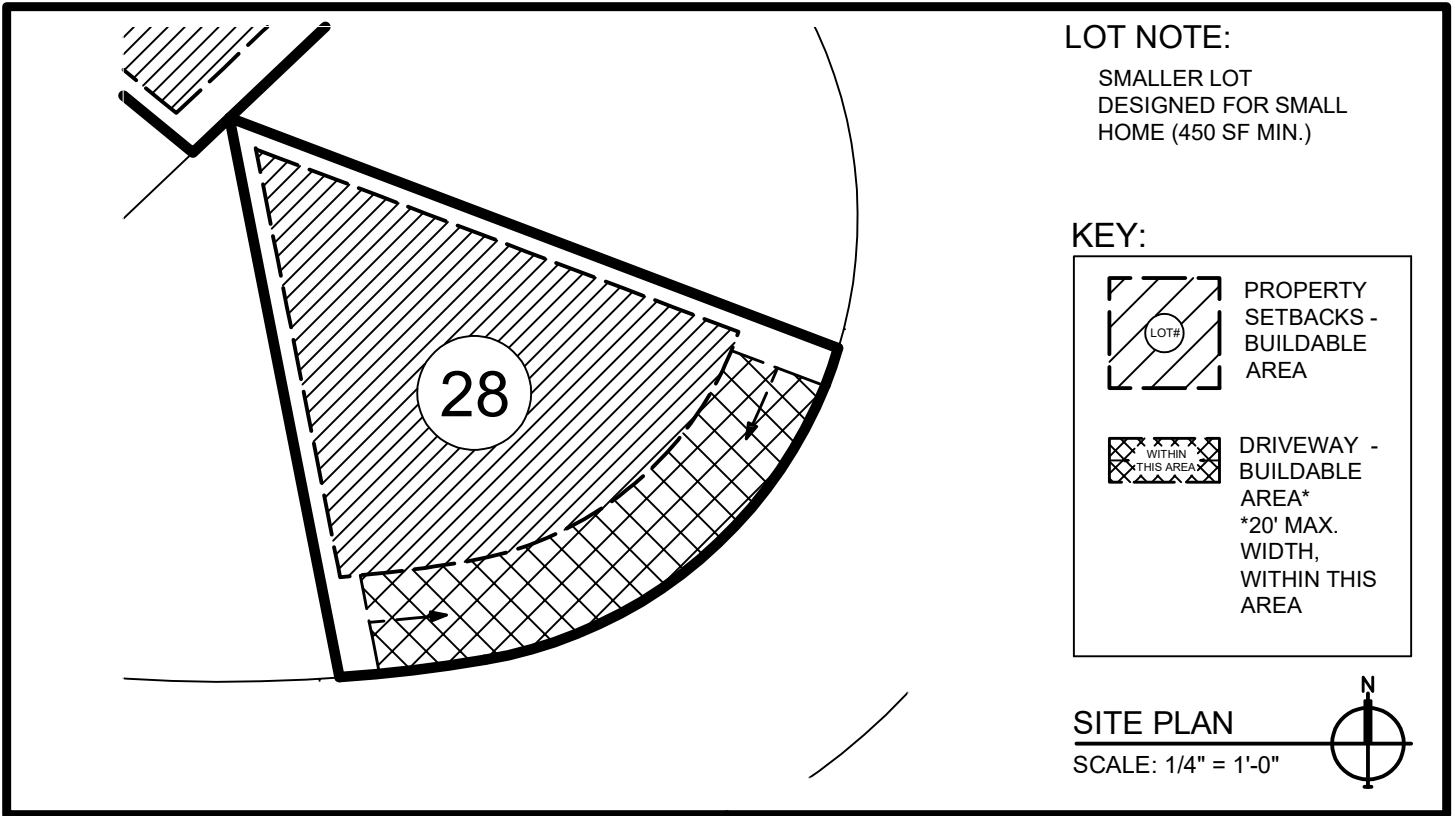


## SITE PLAN

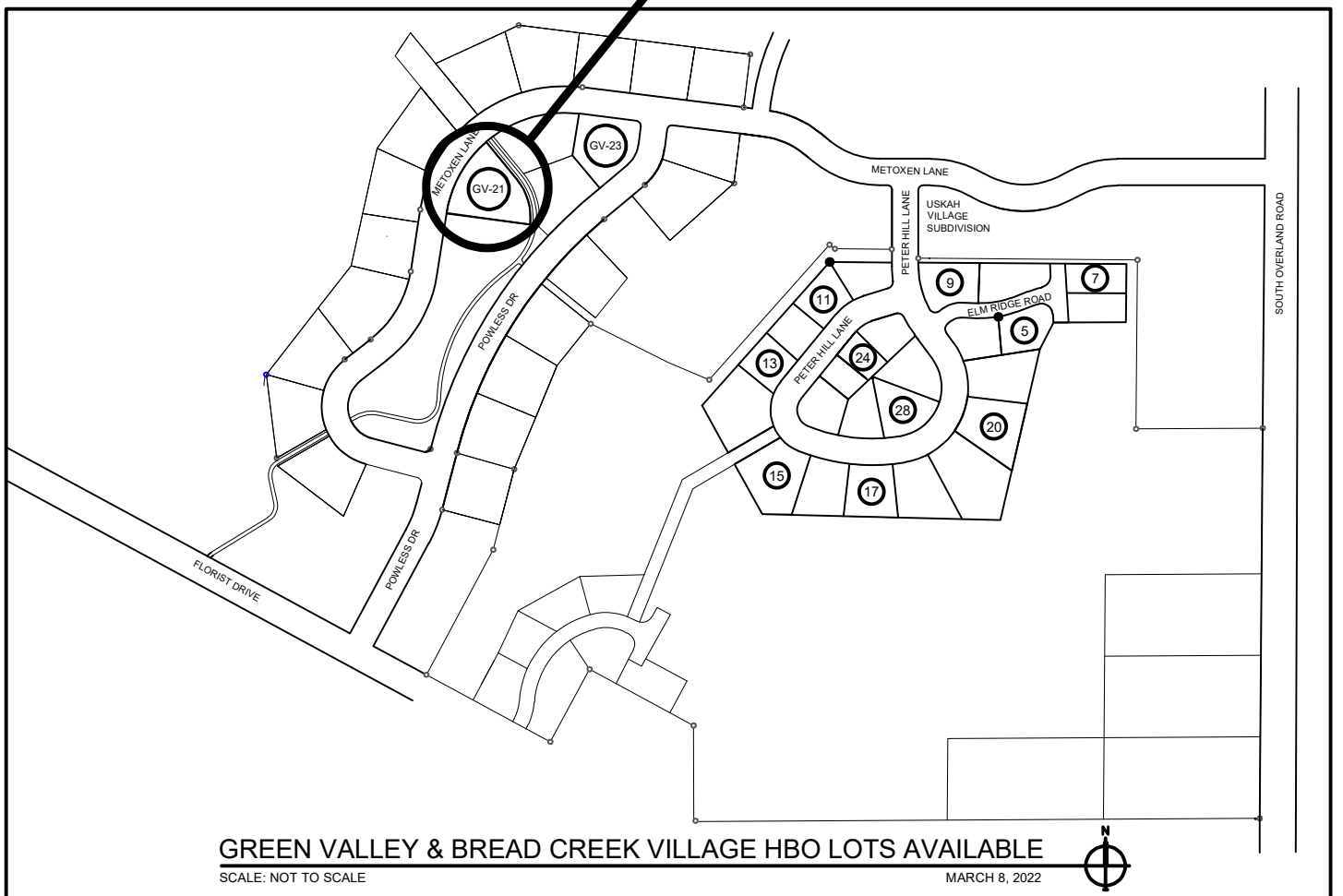
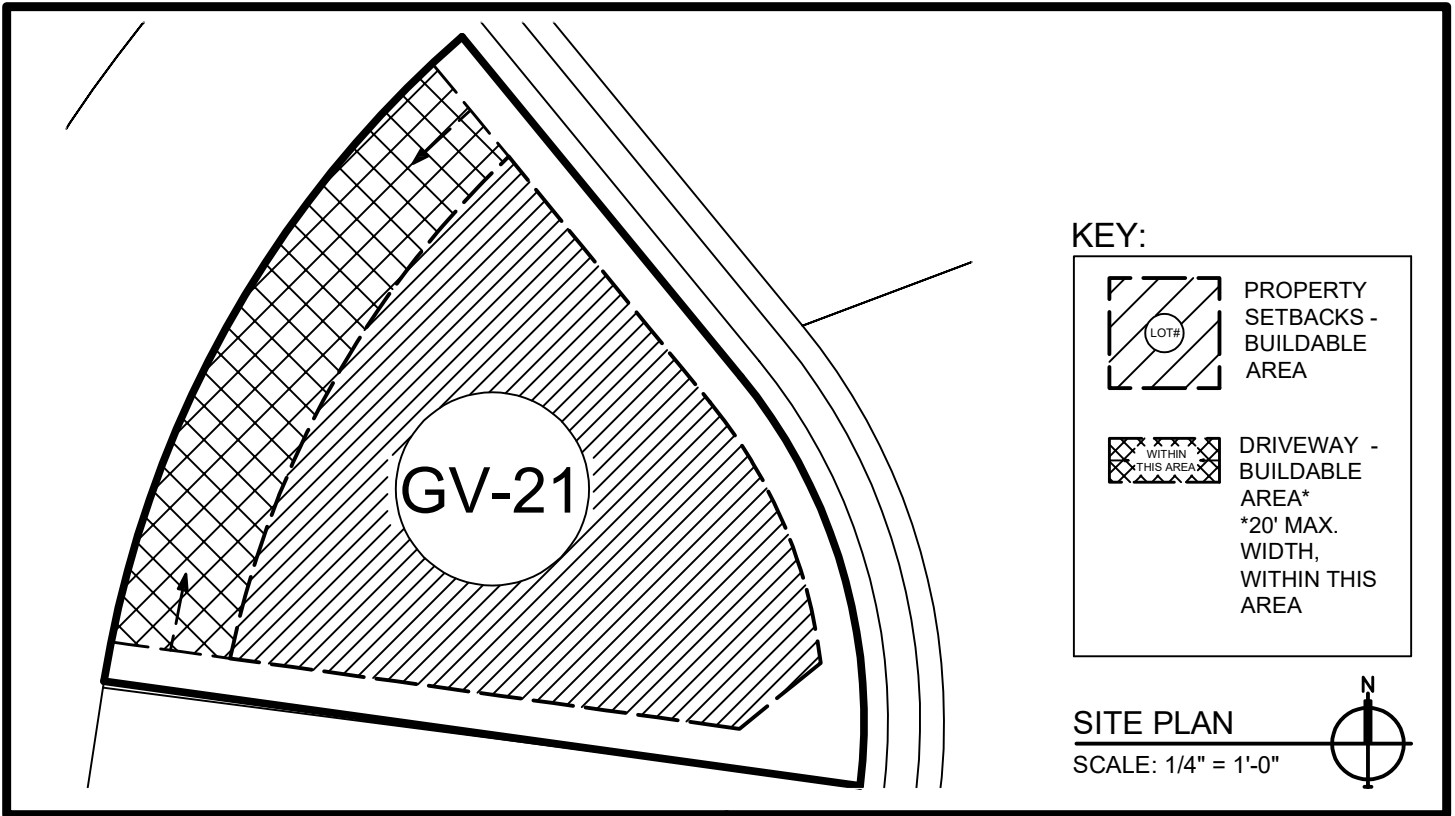
SCALE: 1/4" = 1'-0"



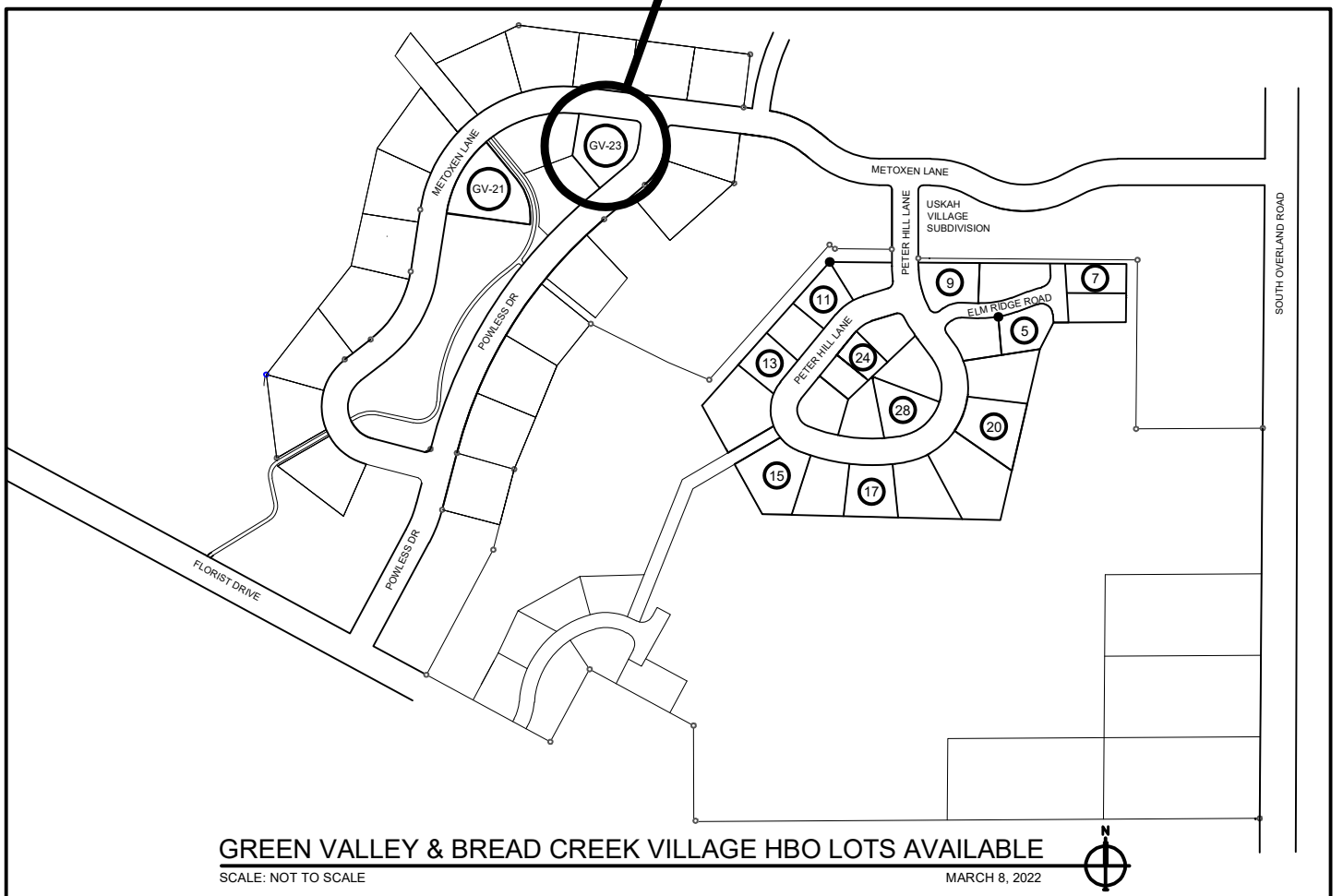
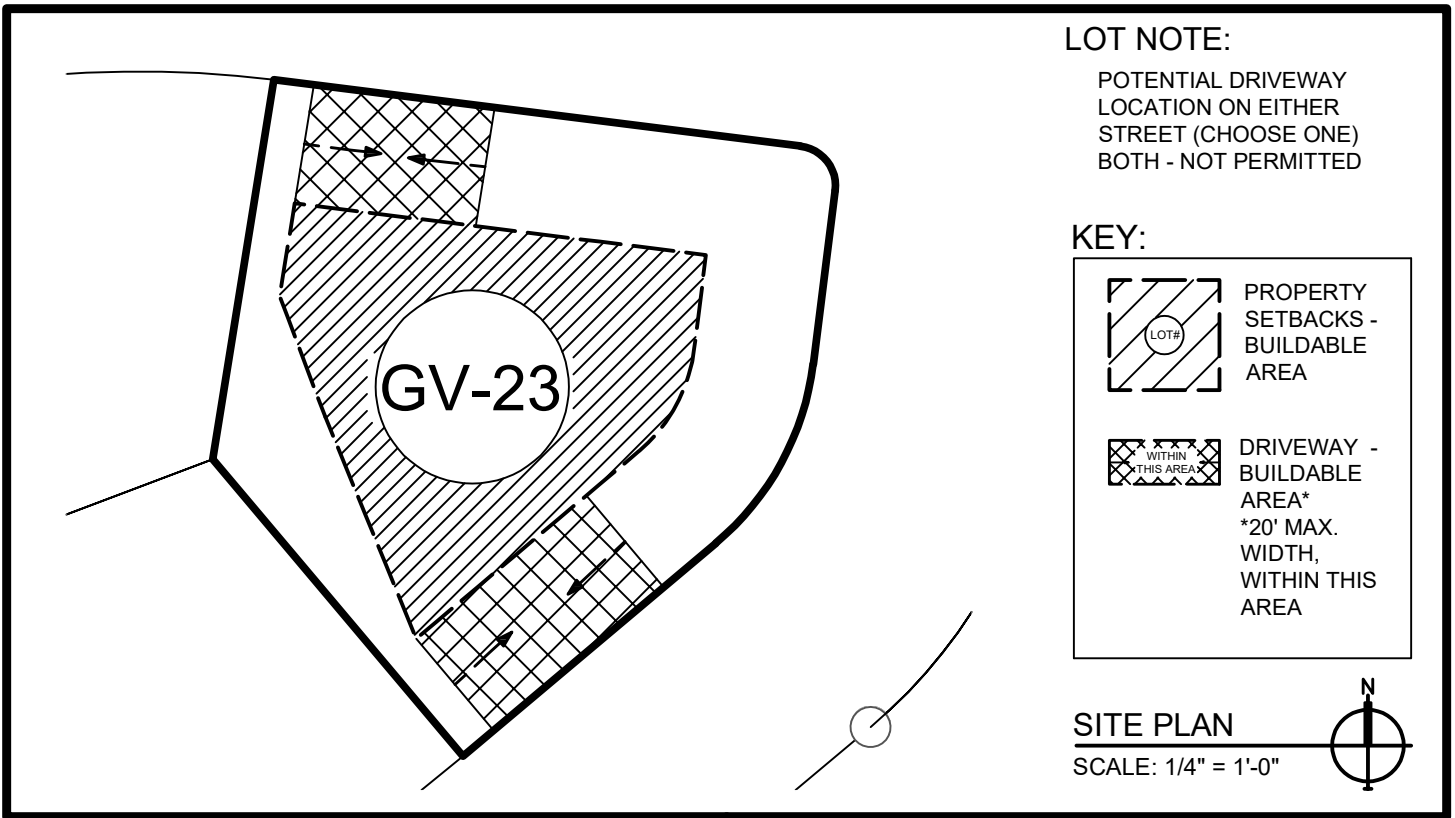
# BREAD CREEK VILLAGE LOT #28



# GREEN VALLEY LOT #GV-21



# GREEN VALLEY LOT #GV-23



<b>ONEIDA TRIBE OF INDIANS OF WISCONSIN</b> <b>LITTLE BEAR DEVELOPMENT CENTER</b> <b>PO BOX 365, N 7332 Water Circle Place, Oneida WI 54155</b> <b>Office (920) 869-4594 Fax (920) 869-1610</b>				Owner's Name:			
				Project Location(Address):			
				Project Description: (Ex: Roof, Addition, Remodel, Home etc.)			
<b>BUILDING PERMIT APPLICATION</b>				Estimated Cost of Project: \$			
General Contractor:		License Number		Mailing Address:		Area Code + Telephone	
Construction Contractor:		License Number		Mailing Address:		Area Code + Telephone	
Plumbing Contractor:		License Number		Mailing Address:		Area Code + Telephone	
Electrical Contractor:		License Number		Mailing Address:		Area Code + Telephone	
HVAC Contractor:		License Number		Mailing Address:		Area Code + Telephone	
<b>PROJECT INFORMATION:</b>							
Please fill out all areas that are applicable.							
<b>Type of Permit</b>		<b>Description</b>			<b>Type</b>		<b>Use</b>
Building Sanitary Land Use Demolition Other:		Sign Sanitary Pool Deck	Raze Fence Garage Other	1&2Family Commercial Special Events	New Repair Remodel	Temporary Permanent Emergency Other:	Lawn & Garden Fireworks Tent Seasonal Trailer
<p>The applicant agrees to comply with the Oneida Tribal Codes, Ordinances, and with the conditions of this permit: understands that the issuance of the permit created no legal liability, express or implied of the Oneida Tribe of Indian of Wisconsin and certifies that all of the above information is accurate.</p> <p>Failure to comply in any or all of these conditions may result in suspension revocation of this permit or other penalty.</p> <p><b>Note: your e-signature constitutes your agreement to be bound by the intentions recorded on this document.</b></p>							
SIGNATURE OF APPLICANT:					DATE:		
<b>FOR OFFICE USE ONLY</b>							
Permit #:		Parcel #:		Zoning District		<input type="checkbox"/> Fee <input type="checkbox"/> Trust	
<i>Fee's</i>				<i>Application Reviewed by Oneida Tribal Agents(s):</i>			
Construction	\$	Land Use	\$	Name of Agent:			Date:
Plumbing	\$	Other	\$				
Electric	\$	Specify:	\$	Name of Agent:			Date:
HVAC	\$	<b>Total Due</b>	\$				
Additional Notes:							

### **Residential Checklist**

1. When submitting your application for a building permit the followings information must be included in order to begin the review process.
2. A Description of the land in which the proposed work is to be done.
3. The use or occupancy of all parts of the building.
4. A site plan drawn to scale showing:
  - a. The actual dimension of the lot to be built upon.
  - b. The size and location of all buildings
  - c. Such other information that may be required.
5. Foundation specifications
6. Wall Brace Diagram for residential project
7. RES Check® for residential projects
8. COM Check® for commercial projects
9. Computations, stress diagrams and other data as required
10. Once all appropriate documents have been received the completed application will be reviewed.
11. Once approved you will be notified that your permit is ready for pick up and the fee's associated with the issuance of this permit.
12. If denied you will be notified of the reason with a follow up in letter form detailing this information.
13. If additional information is required you will be notified by the Zoning Department, as to what additional information is required.

### **Commercial Checklist**

1. When submitting your application for a building permit the followings information must be included in order to begin the review process.
2. A full set of construction documents (to include all trades/discipline).
3. A project manual
4. Copy of State Submittal Application.
5. Copy of State Review approval Letter (when received).
6. Project Data
7. Applicable Codes
8. Associated Calculations.
9. COM Check® for commercial projects
10. Computations, stress diagrams and other data as required
11. Once all appropriate documents have been received the completed application will be reviewed.
12. Once approved you will be notified that your permit is ready for pick up and the fee's associated with the issuance of this permit.
13. If denied you will be notified of the reason with a follow up in letter form detailing this information.
14. If additional information is required you will be notified by the Zoning Department, as to what additional information is required.

## **CONTRACTOR RESPONSIBILITIES**

### **Please initial all lines**

\_\_\_ As a condition of this permit, inspections are mandatory and will require a 24 hour notice to the inspectors.

\_\_\_ All inspections will be made during the normal work week 8:00 A.M. through 4:30 P.M.

\_\_\_ The contractor, subcontractor, or their authorized representative **will** be present for each inspection.

\_\_\_ Any items that need correction will be resolved within 5 working days and re-inspected. Failure to comply may be treated as a code violation.

\_\_\_ Mandatory Inspection will include but are not limited to: excavations, pouring foundation walls or slabs, prior to backfilling, tile, store, and insulation. Prior to pouring basement floor, underground plumbing, and all framing, plumbing, heating cooling, electrical work, insulation and vapor barrier, installations of any utilities, final grading and project completion and all other inspection deemed appropriate by the Inspection staff.

\_\_\_ Failure to comply with these directives shall be a violation of the permit requirements and subject to appropriate actions as specified in the Oneida Zoning and Shore land Protection Law and Oneida Building Codes.

\_\_\_ Any and all other conditions that may be attached to this permit or addressed by the inspectors will be considered a condition of this permit.

**Note: your e-signature constitutes your agreement to be bound by the intentions recorded on this document.**

**PRINT NAME:**

**DATE:**



## EXAMPLE SITE PLAN:

