

## MOUNT MASSIVE LAKES, INC. APPLICATION FOR PROJECT PERMIT

Member name \_\_\_\_\_  
Address \_\_\_\_\_  
\_\_\_\_\_  
Phone number \_\_\_\_\_  
Email address \_\_\_\_\_  
Cabin number \_\_\_\_\_  
Date \_\_\_\_\_  
Project requested \_\_\_\_\_

Please read the instructions, and the rules and regulations on the attached sheets prior to completing this application.

Two diagrams are required to be submitted with this application.

1. A site plan showing location of the proposed project with all relevant distances from lakes, ditches and other structures.
2. A diagram or blue prints of the proposed project showing elevations, all dimensions including height above existing grade, type of construction and basic materials to be used.

I have read, understand and agree to comply with the "LAND USE PERMITS INSTRUCTIONS, RULES, AND REGULATIONS" and do also agree that the review and approval of my application, plans, and related matters shall not constitute any confirmation or indication by Mount Massive Lakes, Inc., it's Board of Directors, Land Use Committee, or members of the Committee, as to the soundness, safety, or structural integrity of the proposed building(s), plans, designs, or site.

Signature of Member \_\_\_\_\_ Date \_\_\_\_\_

**Signatures of Land Use Committee for APPROVAL**

Signature _____	Date _____
Signature _____	Date _____
Signature _____	Date _____
Signature _____	Date _____

Comments or conditions \_\_\_\_\_

Member notified by \_\_\_\_\_ Date \_\_\_\_\_

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## **LAND USE PERMITS INSTRUCTIONS, RULES, AND REGULATIONS**

To assist and guide the applicant in gaining approval for desired projects, attention is directed to Article VII, Section 1 (a) of the by-laws: “To select and reserve for one year, a site for building a cottage, not within one hundred fifty feet of any cottage already built, or obstructing any road or trail or interfering with the accustomed means of ingress and egress of any member to his cottage, or with the view, whatever be the distance, without the written consent of any member affected by the same. All sites so selected, and all cottages and out-buildings must be approved by the Board of Directors or their designee. If any affected member objects to the decision of the above mentioned designee, written notice of an appeal must be received by the Board within fourteen (14) days of the approved or disapproved decision. If construction does not commence within one year, the reservation shall terminate.” The Land Use Committee is the designee.

### **A PERMIT IS REQUIRED FOR THE CONSTRUCTION OR INSTALLATION OF NEW CABINS, OUT BUILDINGS, ADDITIONS TO PRESENT CABINS, OR CONSTRUCTION OF SEPTIC SYSTEMS, FENCES, ANTENNAS, FLAGPOLES, SIGNS, PARKING AREAS, ROADS, CONCRETE, OR ANY DISTURBANCE OF THE LAND:**

- A. Application must be made on approved form secured from the Club Secretary, MML office, or members of the Land Use Committee (LUC).
- B. It is the responsibility of the applicant to secure the appropriate county/state permits. All project permits approved by the LUC shall be contingent on the member obtaining the appropriate permits.
- C. Completed projects must meet all requirements contained in original application. Any variation from the original project plan during construction must be referred to LUC for approval before construction continues.
- D. The applicant must provide adequate documentation in order for LUC to visualize the completed project. Depending on the complexity of the project, LUC may require any or all of the following:
  1. Engineering calculations and statements regarding soil stabilization if excavation is required.
  2. A full declaration of intention of ground use and disposition of excavated soil, landscaping and reclamation of cleared ground.
  3. Written consent of member(s) affected.
- E. All new, and altered, septic systems must be approved by Lake County Health Department and LUC.
- F. All projects must be adequately staked prior to submission of application.
- G. It is the responsibility of the cabin owner to keep all litter and debris contained during construction. If blowing debris results in contamination or obstruction of

- ditches or lakes, the cabin owner will be responsible for the cost of clean-up, and / or damages
- H. If during construction there is any disturbance to existing vegetation, the member shall be responsible for complete reclamation of disturbed areas. Care should be taken that disturbed areas and haul roads are to kept to an absolute minimum. "Limit of construction" stakes shall be erected for new cabins, additions and septic systems. When finish grades are 3:1 or less, disturbed areas shall be reseeded (SEEDING PROCEDURE ON APPLICANT'S CHECK LIST). Seeding shall be continued until established. Finished grades between 3:1 and 1:1 shall be stabilized with minimum 6" riprap to prevent erosion. Finish grades greater than 1:1 will require retaining walls for slope retention.
- I. Every attempt will be made to review applications year around. However, there is no guarantee that applications received between October 1<sup>st</sup> and the third Saturday in May can be reviewed in a timely fashion, or at all, during that period.
- J. A time limit for completion of the project may be imposed as a condition by LUC or for a maximum of one year. Projects not started within one year of approval must be resubmitted.
- K. Appeals Process
1. The objecting and/or non-responding affected member will be notified in writing of the LUC decision.
  2. Affected members have 14 days to appeal the LUC decision in writing to the MML Board of Directors (BOD).
  3. Appeals will be reviewed and acted on by the MML BOD once board members have had a chance to become familiar with the application and the appeal.
  4. The Board's ruling will be final.
- L. Building Guidelines: Any deviations from the approved application require LUC approval:
1. Memberships will limited to three (3) structures only. The latter two will be referred to as out-buildings.
    - a. These 3 structures shall be (1) the primary domicile (with or without attached garage), (2) a detached garage, and (3) a storage shed.
    - b. These structures shall be for the purpose of recreation/residential use. *Any use of a member's facilities for other than recreational/residential use will be subject to approval by the MML Board of Directors.* A member shall not use their cabin/facility for any activity that would generate:
      - (1) Commercial foot or vehicular traffic on club property.
      - (2) Noise other than that normally associated with a residence.
      - (3) A visual eyesore.

- (4) Any form of hazardous product or waste.
    - (5) Any agricultural purpose.
  - c. Sleeping quarters will be allowed in 'out-buildings'.
  - d. The combined sq. footage of a detached garage and storage shed may be no greater than 1400 sq. ft. – defined as “*the exterior dimensions combined of all floors*” (still subject to all other LUC approvals and restrictions).
  - e. Structures shall be less than 35 feet from each other, subject to approval by the LUC and/or Board of Directors. Structures should be at least 100 feet from the nearest shoreline of any lake or ditch.
  - f. All electric and phone utilities must be buried.
  - g. All memberships with more than 3 structures prior to 5/15/99 will be 'grandfathered' with the understanding that when sold/transferred, the property will be brought into conformance.
  - h. All memberships with 'out-buildings' that are currently greater than 35 ft. from the primary domicile and/or less than 100 ft. from the nearest shoreline will be 'grandfathered' as of 5/15/99.
- M. A disposal plan for an existing cabin must be submitted, if applicable.
- N. The placement of signs shall be permitted if they are attached to a dwelling or structure in keeping with general appearance of such structure. Information on such signs may include names and cabin number, but no commercial information of any kind. Cabin numbers may be placed on rocks or signs made of wood located at a distance from the residence. No lighting will be permitted. Members whose cabins have signs that fall outside these rules may continue to maintain them, but when the property is sold or transferred, signs must be brought into compliance.

APPLICANT'S CHECK LIST

**MUST START BY (DATE)** \_\_\_\_\_

	DATE
Contact Affected Member(s)	_____
Submit Completed Application	_____
On-Site Inspection by LUC	_____
<b>Required Permits:</b>	
Building (County)	_____
Septic (County)	_____
Well (State)	_____

**SEEDING RECOMMENDATION**

Seed Mixture: LOW GROW MIX is a mix of grasses adapted to higher elevations. Very good for mountain pasture and meadows as well as soil stabilization for ski slopes and construction sites.

29% CRESTED WHEATGRASS, EPHRAIM  
25% DWARF PERENNIAL RYE  
20% BLUE FESCUE SR3200  
15% CANADA BLUEGRASS, RUBENS  
10% CHEWINGS FESCUE

Seed Rate: 25to30 lbs. per acre-drilled  
30 to 35 lbs. per acre-broadcast

Fertilizer: 5 lbs. per 1000 sq. ft (18-46-0)

Seeding procedure:

- A. Till seeded area to a minimum depth of 3".
- B. Apply fertilizer.
- C. Broadcast seed at specified rate.
- D. Rake seed into soil and obtain a minimum 1/4" cover.
- E. Water as necessary until seed is established.
- F. Eliminate step (D) if seed is drilled.

MOUNT MASSIVES LAKES, INC.  
LUC FLOW CHART

CABIN# \_\_\_\_\_ MEMBER \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE: \_\_\_\_\_

DATE \_\_\_\_\_ BY WHOM \_\_\_\_\_ COMMENTS

APPLICATION GIVEN OUT \_\_\_\_\_

PRELIMINARY CONFERENCE\* \_\_\_\_\_

APPLICATION RECEIVED \_\_\_\_\_

SET UP FILE \_\_\_\_\_

COPY TO LUC MEMBERS \_\_\_\_\_

ON-SITE INSPECTIONS

PRELIMINARY \_\_\_\_\_

INTERMEDIATE \_\_\_\_\_

FINAL \_\_\_\_\_

NOTICE OF APPROVAL/DISAPPROVAL

TO APPLICANT \_\_\_\_\_

TO OBJECTORS \_\_\_\_\_

COMMENTS:

\*To review with applicant exactly what is required for project application [Drawings, plans permits, approval letters, check list, etc.]

