

Long Lake Peninsula Association

P.O. Box 2043

Traverse City MI 49685

Instructions for LLPA Building Permit

Although we work closely with Long Lake Township, some of the Peninsula Association requirements are different from the Township. We recommend you check in with our Building and Zoning director before pulling your other permits. Here are the things we will require before a permit will be issued:

1. The Long Lake Peninsula Building Permit (Attached)
2. Copy of the Soil Erosion Permit issued
3. Copy of the Building Permit issued
4. Copy of Plan for your changes or construction to be completed
5. Copy of Platted Survey of your lot
6. Your Fee of \$25

Additionally, we ask that you speak with your contractors about observing our traffic laws and rules. This is a residential community with a high volume of foot traffic. You are responsible for your contractors.

Construction Traffic: We have many children and adults who are walking on the roads. For their safety, it is your responsibility to direct your construction crews and their sub-contractors about our posted **20 MPH speed limit and 15 MPH speed limit at the “narrows”** or the narrow area near the entrance to the peninsula. Many of the traffic accidents that have occurred have been a result of construction crews driving irresponsibly.

Road Damage: If your construction project involves cutting into our roads, it is your responsibility to ensure that the road is returned to the same condition it was before construction. This may include utility cuts or heavy equipment damage. A professional asphalt company should make repairs, and not merely using “fill” materials. You will have 6 months to make repairs or the association may elect to repair the damage and bill you.

Blocking of Roads: You may not block off any road on the Peninsula as a result of construction. Your contractors are asked to park in your driveway or property as our roads are narrower than county roads.

Tree Removal: As provided in our By-Laws, no more than 50% of the trees on your lot may be removed. Any trees removed on Utility Right-of-ways must be replaced. LLPA may require you to restore your lot to treed condition as a result of removing too many trees.

**APPLICATION – Building Permit
LONG LAKE PENINSULA ASSOCIATION**

PROPERTY OWNER (Utility Appling):

NAME: _____

PHONE NO. _____ CELL PHONE: _____

ADDRESS: _____ - CITY: _____

STATE: _____, ZIP _____ FAX NO. _____

PROOF OF OWNERSHIP: ___ On File with the Township ___ New ownership (Copy of Registered Deed)

BUILDER-CONTRACTOR / PERFORMING WORK FOR PROPERTY OWNER:

NAME: _____

PHONE NO. _____ CELL PHONE: _____

ADDRESS: _____ - CITY: _____

STATE: _____, ZIP: _____ - FAX NO. _____

PROPERTY NO. 28-08- _____ - _____ - _____

PROPERTY ADDRESS: _____

LOT/UNIT NO. _____, SEC. # _____. Z.D. _____

CHECK TYPE OF CONSTRUCTION PROJECT:

Single Family Dwelling: _____

Accessory Bldg. _____

Commercial Bldg: _____

"SFD" Addition: _____

Multiple Dwelling: _____

Deck/porch: _____

Change of Use: _____

Fencing: _____

Other: _____

Please state: Dimensions of the building(s)?

Number of stories?

Basement (full, walkout or crawl)?

Dimensions & Height of decks, porches, (covered?),

Dimensions of attached/detached garage?

Fences, length & height? etc. # of Bedrooms: _____, # of Bathrooms: _____,

_____ **Plot/Site Plan attached:** A Plot/Site Plan is a **REQUIRED** part of the LLPA application. The drawing should be to SCALE with dimensions of the property, all existing & proposed structures, distances from the front, side, rear and lake front property lines, North arrow, locations & name of road frontage, any easements, well & septic.

BEFORE a LLPA application can be issued, all G. T. County permits and Long Lake Township permits are where applicable, are required.

Soil Erosion Permit # _____; Date of issuance: _____, 20 _____.

G.T. Building Permit # _____; Date of issuance: _____, 20 _____.

Fee amount: \$_____. Check # _____ Cash _____

_____, Date: _____, 20 _____
Owner signature (required)

_____, Date: _____, 20 _____
Builder/Applicant signature

LLPA issued: _____, Date: _____, 20 _____

(if denied, written statement of reason(s) for)

_____, Date Received: _____, 20 _____
Building and Zoning Chairman, LLPA

Article XIII Land Use Rules and Regulations (From the LLPA By-Laws)

Section 1. Purpose: To establish the specific rules and regulations necessary to exercise the police powers over the lands owned by or within the jurisdiction of the Long Lake Peninsula Association as described in Section 1 of Article III.

Section 2. Definitions:

- A. Accessory Buildings:** A supplemental building on the same lot, or a part of a main building, occupied by or devoted to an accessory use. An accessory use is a use naturally and normally incidental to, subordinate to, and devoted exclusively to the main use of the land or building.
- B. Developed Lot:** Any lot which contains one or more dwellings.
- C. Dwelling, Single Family:** A building occupied by but one (1) family having not less than 1,500 square feet of living area excluding garage, and so designed and arranged that it provides living, cooking, kitchen accommodations, and sanitary facilities for one family only.
- D. Trailer:** Any structure used for living, sleeping, business, or storage purposes, having no foundation other than wheels, blocks, skids, jacks, horses, skirtings, and which has been or reasonably may be equipped with wheels, dollies, or other devices for transporting the structure from place to place, whether by motive power or other means. The term trailer shall include mobile homes and tents of every manner and type, whether or not with motive power. The term shall also include all such structures without regard for the fact that they may have been set upon foundations intended to be permanent and with plumbing, waste disposal, and utility connections.
- E. Modular home:** A dwelling structure which has been prefabricated outside of the association boundaries in one or more parts, which is proposed to be transported to a lot within the association jurisdiction on wheels, dollies or attached trailer and placed on a permanent foundation.
- F. Building:** Any structure, either temporary or permanent, having a roof, and used or built for the shelter or enclosure of persons, animals, chattels, or property of any kind. This shall include tents, awnings, vehicles situated on private property and used for purposes of a building, whether or not mounted on wheels.
- G. Ordinary High Water Level:** The level on the shoreland where the natural shoreland vegetation changes from predominately aquatic to predominately terrestrial.
- H. Yard Measurements:** Yard measurements shall be the minimum horizontal distance between a lot line, or the high water level, and the nearest line of the main building.

Section 3. General Regulations: The following general regulations, in this section, shall apply equally to all lots and areas within the jurisdiction of the Corporation.

- A. Permit Required:** No person shall erect any building or accessory building or make any major structural change or addition thereto, within the boundaries of this Corporation, unless a permit has first been obtained from the Corporation and, if required, from Long Lake Township and/or Grand Traverse County. All permits shall be displayed on the property during the construction or alteration of such building.
- B. Permitted Uses:** No buildings shall be constructed on any properties within the boundaries of this Corporation other than single family dwellings and accessory buildings that meet the requirements of these Bylaws and the Township Zoning laws. Trailers are not permitted, except as provided in Article XIII, Section 3, and G.
- C.** It is not permissible to accumulate or store junk, surplus building materials, business or contractors equipment, trucks, non-operational vehicles or any type, and the like that are not essential to a strictly residential use.
- D.** A detached accessory building shall not exceed eighteen (18) feet above ground level. A dwelling shall not exceed thirty-five (35) feet above ground level.
- E.** Water oriented accessory structures such as docks, landings, steps, terraces, retaining walls, and pump houses shall be permitted in any yard area.
- F.** Use of Beach Road, the boat landing, and beach area shall be subject to the following restrictions:
- a.** The boat ramp and beach area shall be used exclusively by members of the Association who are in good standing, their immediate families, and household guests. Members who loan their key(s) to nonmembers, not otherwise entitled to use the ramp, shall forfeit their key(s)
 - b.** There will be no parking of automobiles and boat trailers on Outer Drive and its extension, Cedar, and the intersection formed by these roads.
 - c.** There will be no overnight parking of automobiles or trailers at the boat ramp parking area or at the park.
 - d.** Access to the boat ramp and the two driveways must be maintained; consequently, parking in the ramp-beach area shall be restricted to the designated spaces, not to exceed four (4) automobiles.
 - e.** No glassware, picnic tables, open fires, or portable toilets will be allowed at the association beach area.
 - f.** Water skiing or tubing shall not begin or end in the waters to which this area is riparian.
 - g.** General rules of courtesy, as determined by the Board, shall be posted.
- G. Mobile dwellings:** The placing or parking temporarily or permanently of one (1) tent, camper, trailer coach, utility trailer, or other mobile type dwelling owned by a member is permitted per lot. None of these mobile dwellings, herein described, may be lived in by a member or guest. Such mobile dwellings must be placed or parked in compliance with side and rear yard requirements, and none shall be allowed lakeside.
- H. Modular homes:** No modular homes are permitted to be installed within the jurisdiction of the corporation.

I. Building Set-back: All principal and accessory buildings or structures except docks, landing steps, terraces, retaining walls, and pump houses, shall be set back not less than fifty (50) feet from the ordinary high water level and not less than fifty (50) feet from any street right-of-way. The rear yard for non-water front lots shall be not less than forty (40) feet from any principal or accessory building to the rear lot line.

J. Yard Area: To prevent overcrowding of buildings and structures, to reduce fire hazards, and to achieve natural preservation and the other purposes of the Corporation set out in Article III, at least fifty (50) percent of the total land area of each lot shall be maintained undeveloped and uncleared after has been made for a house, garage, driveway, and a septic tank and field. No dwelling shall be erected on a lot or parcel of land having an average width or less than one hundred (100) feet on the lake or, if an interior lot, one hundred (100) feet on the road. .

K. Side Yards: There shall be provided a side yard of not less than fifteen (15) feet from every principal building.

L. Sanitation Systems: Sanitation, sewage disposal, septic tanks, or systems shall be of ample capacity for the purpose intended and shall be designed, located, and constructed in strict conformity with all State, County, and Township sanitary regulation and requirements.

M. False Advertising: No person shall advertise for sale any lot or other property within the boundaries of the Corporation representing that such a lot or property has "lake access", unless such advertising shall also specify the total number of feet of lake frontage available for use by the purchaser thereof, and the total number of lot or parcels of property that have access to such lake frontage.

N. Signs: No signs other than the following shall be permitted:

- a. One for sale or for rent sign not more than six (6) square feet in area on the property of the owner.
- b. Name plate and no trespassing signs on the property of the owner.
- c. Street and traffic signs, and signs at the lake access (Beach Road) stipulating restrictions for that area.
- d. Temporary signs for a special event will be allowed but must be removed within 24 hours of the conclusion of the event.

O. Removal of Shore Cover: In order to protect the scenic beauty, control erosion, and reduce effluent and nutrient flow from the shoreline, tree cutting in a strip paralleling the shoreline extending thirty-five (35) feet inland from the ordinary high water level of the shoreline shall be limited as follows:

- a. Not more than twenty (20%) percent of the length of the lot frontage along the shoreline shall be clear cut to depth of the strip.
- b. Stumps may be cut flush with the ground, but not removed.
- c. Natural shrubbery shall be preserved as far as practicable and where removed, shall be replaced with other vegetation that is equally effective in retarding runoff, preventing erosion, and preserving natural beauty.

P. For reasons of safety, health, ecology, and environmental preservation, there shall be no dredging or filling of wetlands without approval of the Board of Trustees.

Q. Division of Land in a Recorded Plat: The partition or dividing of any lot, outlet, or other parcel of land within the jurisdiction of the Corporation shall comply with all applicable requirements of law, and shall be approved by the Board of Trustees.

R. Non-conforming Uses: The non-conforming use of land which existed, when these Rules and Regulations became effective, may be continued provided that:

- a. No such non-conforming use shall in any way be enlarged, increased, extended, or moved either on the same lot or to another lot.
- b. If such non-conforming use or any portion thereof is discontinued or changed, any further use shall be in conformity with these Rules and Regulations.
- c. If such non-conforming use ceases to exist for any reason for a period of more than thirty (30) days, any subsequent use shall conform to these Rules and Regulations.
- d. Any non-conforming building or mobile home, which has been destroyed or damaged by fire, explosion, Act of God, or public enemy, may be restored to the same non-conforming use as existed before damage subject to approval of the Board of Trustees. No new mobile home may be placed on any property.

S. Practical Difficulties and Unnecessary Hardships: The Board of Trustees, acting as a Board of Appeals, and on recommendation of the Building and Zoning Committee, may permit variation or modification of any requirement of these Rules and Regulations as may be necessary to secure appropriate improvement of a lot or parcel of land which is such size, shape, or dimension, or which has such peculiar or exceptional geographical or topographical conditions or other mitigating circumstances that it cannot be appropriately improved without such variation or modification; provided, that the purpose and spirit of the Rules and Regulations shall be observed, public safety secured, and substantial justice done. The Trustees may grant other variances of these land use rules on a hardship basis.

T. Littering: No littering of road rights-of-way, beach area, park or other association property is allowed. Persons found to be littering will be fined \$25.00 for each offense. Fines will be deposited in the general fund of the association.

Article XIV Enforcement, Violation, and Penalties

Section 1. Enforcement: The Building and Zoning Committee, or a Marshall, as appointed by the Board, shall be the administrative and enforcing body of the Land Use Rules and Regulations having such authority as the Board may designate.

Section 2. Violations and Penalties: Any person who shall violate these Bylaws or the Land Use Rules and Regulations shall be deemed guilty of a misdemeanor and, upon conviction thereof, shall be punished by a fine of not exceeding two hundred and fifty (\$250.00) dollars or imprisonment in the County Jail not to exceed thirty (30) days, or both. Such fine and imprisonment shall be at the discretion of the Court, and the fine shall be distributed to the same fund as other misdemeanor fines in the Long Lake Township.