

NOTICE

COVER LETTER FOR LAND & WATER CONSTRUCTION DOCUMENTS

**For any construction project, the FIRST STOP is the
Lake Columbia Property Owners' Association (LCPOA)**

NO Land or Waterfront Construction of any type on any LCPOA property can begin without first completing all requirements of the Deeded Restrictions, By-laws, Policies and Procedures and receiving approval by the Building Control Committee in order to proceed with your permit request to either Columbia Township or State of Michigan agencies (EGLE, DNR, etc.).

The LCPOA Deeded Restrictions **DOES NOT** have a variance approval option. A variance received from Columbia Township will only apply if you have already received approval from LCPOA Building Control Committee for your construction project, prior to your permit request to Columbia Township and the Township Ordinances require a variance that does not violate the LCPOA Deeded Restrictions.

The Office, Building Control Committee, and Policies and Procedure Committee have created a set of Instructions for Land and Waterfront Construction that is available in the LCPOA Office for all existing and new LCPOA members and on the LCPOA Website. Copies of the Instructions are also available at the LCPOA Office for realtors, builders, architects, Columbia Township Office, or anyone who can assist a member with LCPOA Deeded Restrictions construction compliance.

BEFORE APPLYING TO COLUMBIA TOWNSHIP FOR A PERMIT REQUEST

- A. Land Construction:** Before you begin building a new home, addition, garage, deck, fence or carport, the following is required by the LCPOA:
1. Copy of LCPOA Land Construction, Plans, Requirements, and Blueprint Evaluation Form Instructions.
 2. Copy of LCPOA Construction Plans and Requirements
 3. Completion of LCPOA Blueprint Construction Evaluation Form.
 4. Approval by the LCPOA Building Control Committee before you can proceed with your permit request to Columbia Township.
 5. A copy of the approved Columbia Township permit must be received by the LCPOA Office or provided by the Member before construction begins.

BEFORE APPLYING TO STATE OF MICHIGAN (EGLE, DNR ETC.) FOR A PERMIT REQUEST

- B. Waterfront Construction:** Before installing a dock, installing, replacing, or repairing a seawall, dredging, or any other construction (project) touching the lake bottom, the following is required by LCPOA:
1. Copy of LCPOA Waterfront Construction, Plans, Requirements, Park Use and Evaluation Form Instructions.
 2. Completion of LCPOA Waterfront Construction, Plans, Requirements Park Use, and Evaluation Form.
 3. Signed LCPOA (Bottomland) Letter of Authorization for EGLE.
 4. Completion of LCPOA Dredging Agreement (If necessary for the project).

5. Copy of LCPOA Park Use Policy if using the park for construction equipment, storage and/or transport of , supplies via land or water for a land or water construction project.
6. Completion of LCPOA Fee and Security Deposit Agreement for park use for construction equipment, storage and/or transport of supplies via land or water for a land or water construction project.
7. If park use is for Land Construction, you must also complete Section A of this document, and Section 5 Park Use of LCPOA Waterfront Construction, Plans, Requirements Park Use, and Evaluation Form.
8. If park use is for Waterfront Construction, you must also complete Section B of this document, Section 5 Park Use and applicable section of the LCPOA Waterfront Construction, Plans, Requirements Park Use, and Evaluation Form.
9. All Evaluation forms must be approved by the LCPOA Building Control Committee before proceeding with request for permit from the appropriate State of Michigan Agency: EGLE, DNR, etc.
10. A copy of the approved appropriate State of Michigan Agency (EGLE, DNR, etc.) permit must be received by the LCPOA Office or provided by the Member before construction begins.



Welcome to the Lake Columbia Property Owners Association (LCPOA)

**LCPOA LAND
CONSTRUCTION PLANS, REQUIREMENTS,
AND BLUEPRINT CONSTRUCTION EVALUATION FORM
INSTRUCTIONS**

BEFORE APPLYING TO COLUMBIA TOWNSHIP FOR A PERMIT

WHAT YOU NEED TO KNOW ABOUT US

Lake Columbia Property Owners Association is an engineered Property Owners Association community with building and property covenants documented in the Deeded Restrictions and further supported with By-laws. You should have a copy of both provided by your Title Company when you purchased your property. You can also download copies from the LCPOA website (lcpoa@comcast.net) or visit the Lake Columbia Property Owners Association Office, 11281 Hewitt Road, Brooklyn, Michigan for copies. Please, familiarize yourself with the requirements and Deeded Restrictions setbacks before beginning Plans or Blueprints to assure they will conform.

The goal of LCPOA is to help streamline your experience, whether you are building a House, Addition, Garage, Deck, Fence, or any other structural item that may be regulated by Deeded Restriction setbacks or other common regulations within the LCPOA.

DEEDED RESTRICTIONS

Definition of a Deeded Restriction: A provision placed in a deed restricting or limiting the use of the property in some manner. It may include subdivision or similar restrictions common to many properties in the neighborhood, or it may be something personal to the grantor such as a requirement that the purchaser resell to the seller before offering to anyone else.

WHAT IS REQUIRED

Below is a process that can be used as a checklist of what you need to do to get your project approval and permitting started. As a result of the Deeded Restrictions, the LCPOA plan review and approval must be completed prior to applying for a building permit with Columbia Township. An approved plan or variance from Columbia Township does not supersede any Deeded Restrictions.

1. Obtain a copy of your Deed or Master Deed. The Deed will show any restrictions that may pertain to your property. It can be obtained from the Jackson Register of Deeds or from the Title company if you recently closed on the home or property. There should be a copy in your closing documents as well.

LCPOA LAND CONSTRUCTION PLANS, REQUIREMENTS AND BLUEPRINT CONSTRUCTION EVALUATION FORM
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2. Find the LCPOA Subdivision your property is assigned and reference the LCPOA Deed Restrictions that come with that parcel.
3. Go to our website (lcpoa@comcast.net) to download the LCPOA plan review and approval forms or visit the Lake Columbia Property Owners Association Office, 11281 Hewitt Road, Brooklyn Michigan to obtain the forms.
4. Make sure your plans conform with the Deeded Restrictions for your parcel's subdivision. Be sure that any House, Addition, Garage, Deck, Fence, or any other structural item conforms to your parcel's Deeded Restrictions.
5. BEFORE going to Columbia Township to apply for a permit LCPOA MUST review and approve the structure to be constructed and affirm that it meets both Deeded and/or LCPOA Restrictions. Fill out and bring any required LCPOA applications, Building Control Blueprint Form, along with your building or alteration plans (2 sets), a survey of the property, the Deeded Restrictions for the property, and payment for any fees, to the LCPOA Office. Do this before going to the Township for a Building Permit. LCPOA MUST review and approve the structure to be constructed so that that it meets both Deeded and/or LCPOA Restrictions prior to applying for a Building Permit.
6. If you are approved you will be contacted by the LCPOA that you can move forward. If you are denied, someone from the LCPOA Building Control Committee will review with you the needed changes for compliance. You will make the needed change assuring the project meets all requested Deeded Restrictions, then contact the LCPOA and request an appointment to resubmit for consideration.
7. After the project is approved by the LCPOA, you can go to the Columbia Township Office and apply for any Variances needed to conform to the Townships' Zoning and/or Building Regulations. Please inform the LCPOA of any scheduled Township variance meetings that result during the permitting process, after the approval is given by the LCPOA.
8. A copy of the approved permit must be received by the LCPOA Office from Columbia Township or provided by the member before construction begins.
9. Note: Township Variances do not supersede the LCPOA Deeded Restrictions. **That is why the first step is to get LCPOA approval.**

NOTE: Unless a special amendment exists in your individual Deeded Restrictions addressing your compliance, a Columbia Township Zoning Board of Appeals variance is NOT supported by the Deeded of Restrictions. LCPOA Deeded Restrictions are final since no variance remedy exists for LCPOA Members and they must comply with the Deeded Restrictions to proceed with building.

REFERENCES

- A. Deeded Restrictions
- B. By-Laws
- C. Construction Plans and Requirements
- D. Building Control Blueprint Form

CONSTRUCTION PLANS, AND REQUIREMENTS

- FEES:** \$100.00 fee for Home Review Plans
\$50.00 fee for Garage or Home Addition Review Plans
\$10.00 fee for Dock, Deck, Fence, Carport, and Other Review Plans
Cash or Check Payable to: LCPOA

The following are requirements of the LCPOA Building Control Committee for consideration or approval of plans on proposed Homes, Home Additions, Garages, Decks, Fences, Carports, and Other. The following is the complete responsibility of Owner.

1. Two complete sets of prints (pdf document preferred), outlining:
 - (a) Foundation Plan
 - (b) Front and Rear Elevations
 - (c) Each Side Elevation
 - (d) Construction Detail * Note: 1st set of plans stays at the office, you take the 2nd set to Columbia Twp. (Twp. also requires a set of plans)
 2. Two drawings of plot plan (pdf document preferred), listing:
 - (a) Property Owner's Name
 - (b) Subdivision/Shore
 - (c) Lot Number
 - (d) Front, Rear, and Each Side Measurement
 - (e) Property Address
 3. Markers shall be placed at each corner and measurement point of lot. Stake out and string Building.
 - (a) Markers and string must be placed outlining foundation plan on lot where construction is scheduled to take place.
 - (b) Cut weeds for a 3-foot diameter around stakes.
 4. Run string between lot corner posts\markers so property lines can be determined, and proper setbacks assured. (Property Survey or proof that stakes conform with property survey must be included with plans).
 5. Plans must be submitted to Building Control and approved before submitting to Columbia Township.
- **A signed, approved copy of the print and plot plan is required prior to the issuance of a Building Permit by the Columbia Township Office, located at: 8500 Jefferson Rd., Brooklyn, MI 49230.

Approximately SEVEN (7) to TEN (10) DAYS are required to completely check, process and approve plans.

The Building Control Committee shall approve/deny any plans and specifications for all structures erected in said subdivision (see recorded restrictions item 3, Building Control Committee). Structures include: houses, additions, garages, decks, fences, carports and other. If a builder is acting as the agent for a homeowner, the homeowner is ultimately responsible for compliance.

Note: Fence plans extend in front of the front dwelling line. The side that faces the street shall be not considered required to be approved unless the owner desires to install a fence that would front any dwelling erected in this subdivision (see Deeded Restrictions #3 letter "a" and "d").

LCPOA and Columbia Township; Front, Back, and Side Set-Back Requirements:

25' From Front Survey Stake

25' From Back Survey Stake

10' From Both Side Survey Stakes

50' Set Back from ALL Lake Front Survey Stakes, if lot is Lake Front Property

It is the property owner's responsibility to obtain the specific Deeded Restrictions pertaining to their property. Please respect your neighbors and abide by the Deeded Restrictions that constitute a legal contract with LCPOA.

Lake Columbia

Property Owners Association

BLUEPRINT CONSTRUCTION EVALUATION FORM

Date plan submitted: _____

Owner Name: _____ Phone # & contact name if applies: _____

Address: _____ Subdivision/Shore: _____ Lot(s) #: _____

TYPE OF CONSTRUCTION: House _____ Addition _____ Garage _____ Deck _____ Fence _____ Other _____

PAID: Date _____ Cash _____ C. Card _____ Check# _____ Amount \$ _____ Emp. Initial _____ BCC Contacted _____

Restriction Compliance: YES _____ NO _____ Survey is Completed & Staked Out/Surveyor's Name _____

****PROPERTY STAKES & PROJECT FOOTPRINT STAKES MUST BE EXPOSED****

YES NO

New Home:

Use is for residential purposes

Structure meets minimum square footage

Structure is properly placed on lot

Construction materials are new

4/12 roof pitch or greater

Private inside bathroom facilities

Exterior walls finished with approved siding

Structure different from other existing structures

Setback requirements met:

Sideline Survey Stakes = 10'

Front lot line Survey Stakes = 25'

Back lot line Survey Stakes = 25'

All Water line Survey Stakes = 50' (lakefront only)

Addition, Garage, Deck:

Construction materials are new

Garage Minimum Size 10' x 20'; Maximum Size 30' x 40'

Garage must have min. 8' overhead Door, Concrete Floor & Rat Wall Footing

Garage attached; Lakefront lot only

Garage Exterior walls finished w/approved siding & roof

(Appearance must conform to residence)

Setback requirements met:

Sideline Survey Stakes = 10'

Front lot line Survey Stakes = 25'

Back lot line Survey Stakes = 25'

All Water line Survey Stakes = 50' (lakefront only)

YES NO

Fence: Open, 5' or under & meets front setbacks or has BCC approval

Other: _____

(Fill-in if applies) (If encroaching on the lot line, Irons need to be exposed)

(LCPOA Approval is limited ONLY to the attached Plans, which were submitted by the Homeowner at the time LCPOA Building Control Committee reviewed.)

Plan approved only as submitted

Resubmit plan with deficiencies corrected (if applies)

Comment: _____

(If applies) _____

Signed: _____ Date: _____

LCPOA Building Control Committee Representative

Lake Columbia

Property Owners Association

Welcome to the Lake Columbia Property Owners Association (LCPOA)

**LCPOA WATERFRONT
CONSTRUCTION PLANS, REQUIREMENTS, PARK USE
AND EVALUATION FORM
INSTRUCTIONS**

BEFORE APPLYING TO THE STATE OF MICHIGAN (EGLE, DNR, etc.) FOR A PERMIT

WHAT YOU NEED TO KNOW ABOUT US

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The goal of LCPOA is to help streamline your experience, whether you are installing/repairing a dock, seawall, dredging the lake bottomland in front of your property, or any other project that touches the lake bottomland and park uses for construction equipment and/or staging supplies that are transported via land or waterway.

DEEDED RESTRICTIONS

Definition of a Deeded Restriction: A provision placed in a deed restricting or limiting the use of the property in some manner. It may include subdivision or similar restrictions common to many properties in the neighborhood, or it may be something personal to the grantor such as a requirement that the purchaser resell to the seller before offering to anyone else.

WHAT IS REQUIRED

Below is a process that can be used as a checklist of what you need to do to get your project approval and permitting started. There are project requirements for docks, seawalls, dredging, other projects, and park uses. A copy of the approved permit must be received by the LCPOA Office from the appropriate State of Michigan Agency (EGLE, DNR, etc.) or provided by the Member before construction begins.

- 1. Docks** – Please review project requirements with LCPOA, Michigan Energy, Great Lakes, and Environment (EGLE) formerly Michigan Department of Environmental Quality (MDEQ). Any LCPOA member seeking to install a dock, must submit a drawing of the project and a completed Waterfront Construction, Plans, Requirements, and Park Use Evaluation Form to the LCPOA Building Control Committee (BCC). Once approved, the project can proceed.

LCPOA WATERFRONT CONSTRUCTION PLANS, REQUIREMENTS, PARK USE AND EVALUATION FORM INSTRUCTIONS
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2. **Seawall install or repair** – Please review project requirements with LCPOA, Michigan Energy, Great Lakes, and Environment (EGLE), your contractor, or any other agencies or person(s) contributing to the project before proceeding with building plans. EGLE and your contractor will be instrumental in defining requirements and assisting with obtaining all required permits. Any LCPOA member seeking seawall repair or install, must submit two preliminary drawings of the project with a Waterfront Construction, Plans, Requirements, and Park Use Evaluation Form to the LCPOA Building Control Committee (BCC). Upon approval of the BCC, an LCPOA Bottomland Letter of Authorization is issued, prior to applying for the EGLE permit. Once permit is approved by EGLE, submit approved permit, and approved two drawing plans to LCPOA Building Control Committee for final approval to proceed with the seawall repair or install.
3. **Dredging** – Please review project requirements with LCPOA, Michigan Energy, Great Lakes, and Environment (EGLE), your contractor, or any other agencies or person(s) contributing to the project before proceeding with dredging. EGLE and your contractor will be instrumental in defining requirements and assisting with obtaining all required permits. Any LCPOA member seeking dredging project must submit two preliminary drawings of the project, a completed Dredging Agreement, and a Waterfront Construction, Plans, Requirements, Park Use, and Evaluation Form to the LCPOA Building Control Committee (BCC). Upon approval of the BCC, an LCPOA Bottomland Letter of Authorization is issued, prior to applying for the EGLE permit. Once permit is approved by EGLE, submit approved permit, and two approved drawing plans to LCPOA Building Control Committee (BCC) for final approval to proceed with the dredging project.
4. **Other projects touching the lake bottom lands** – Please review project requirements with LCPOA, Michigan Energy, Great Lakes, and Environment (EGLE), your contractor, or any other agencies or person(s) contributing to the project before proceeding with your project, as they can be instrumental in defining requirements and assisting with obtaining required permits. Any LCPOA Member seeking a Waterfront Construction project must submit two preliminary drawings of the project and a Waterfront Construction, Plans, Requirements, Park Use, and Evaluation Form to the Building Control Committee (BCC). Upon approval of the BCC, an LCPOA Bottomland Letter of Authorization is issued, prior to applying for the EGLE permit. Once permit is approved by EGLE, submit approved permit, and approved two drawing plans to LCPOA BCC for final approval to proceed with the project.
5. **Park uses for Construction Equipment and/or staging supplies that are transported via land or water for build, repair, install, or any other use.** Please review project requirements with LCPOA.

LAND CONSTRUCTION PROJECT:

Any LCPOA member seeking use of a park for Construction Equipment and/or staging supplies that are transported via land or water for a Land Construction project, must submit a Land Construction Plans, Requirements, and Blueprint Evaluation Form and the Waterfront Parks Use section of the Evaluation Form associated with the project to the Building Control Committee, and both forms must be approved by BCC prior to park use.

WATERFRONT CONSTRUCTION PROJECT:

Any LCPOA Member seeking use of a park for Construction Equipment and/or staging supplies that are transported via land or water for a Waterfront Construction project, must submit a Waterfront Construction Plans, Requirements, and Park Use Evaluation Form for both the Waterfront Construction

and Park Use sections of the Evaluation Form associated with the project to the BCC, and both sections must be approved by BCC prior to park use.

An LCPOA Fee and Security Deposit Agreement must be completed including collection of the Fee and Security Deposit before the project may proceed.

NOTE: Fee and Security Agreement: A Fee of \$500 on site use and storage for Construction Equipment and/or staging supplies and Security Deposit of \$2,000 to ensure the park property, any structures, parking areas, paving, fencing, playground equipment, lighting, flag poles and landscape are returned to pre-project condition.

Upon completion of the project and the park is restored, the Member must advise the LCPOA and request a final inspection of the park and refund of the security deposit. A joint inspection will take place by the Member and BCC Representative. The Member may have the contractor representative present, however, the contractor has no authority to negotiated a final settlement on behalf of the Member. The amount of refund will be determined by negotiation between the Building Control Committee Board Liaison Member and LCPOA Member, following completion of the project. The Security Deposit is to ensure the park property any structures, parking areas, paving, fencing, playground equipment, lighting, flag poles, and landscape are returned to pre-project condition.

REFERENCES

- A. Deeded Restrictions
- B. By-Laws
- C. Waterfront Construction, Plans, Requirements, and Park Use Evaluation Form
- D. LCPOA Bottomland Letter of Authorization
- E. Dredging Agreement
- F. Land Construction project, must submit a Land Construction Plans, Requirements, and Blueprint Evaluation Form
- G. Fee and Security Deposit Agreement

Lake Columbia

Property Owners Association

WATERFRONT CONSTRUCTION PLANS, REQUIREMENTS, PARK USE AND EVALUATION FORM

Date plan submitted: _____

Owner Name: _____ Phone # (& contact name if applies): _____

LCPOA Address: _____ Subdivision/Shore: _____ Lot(s)#: _____

TYPE OF CONSTRUCTION: Dock: _____ Seawall: _____ Dredging: _____ Construction Staging at park: _____

PAID:
Date: _____ Cash _____ C. Card _____ Check#: _____ Amount \$: _____ Emp. Initials: _____ BCC Contacted: _____

	YES	NO
DOCK INSTALL (COST \$10.00)		
• Drawing of the placement of the dock plan submitted to the Building Control Committee for Approval and neighbors on either side of dock permit request will receive a copy of the request from the LCPOA Office prior to dock installation. Deeded Restrictions Section 3 (g).	_____	_____
• Minimum 10' from sideline Survey Stakes (if footage allows)	_____	_____
• (Watercraft should not infringe on neighbor's lot lines extended)	_____	_____

SEAWALL INSTALL OR REPAIR (Cost for LCPOA to Review \$50.00)		
• Contractor Insurance Information	_____	_____
• LCPOA Bottomland Letter of Authorization to obtain EGLE permit	_____	_____
• Two Construction drawings of the placement of the Seawall submitted to the Building Control Committee and approved prior to receiving a LCPOA Bottomland Letter of Authorization to obtain EGLE permit.	_____	_____
• EGLE Application Permit Approval copy provided to LCPOA prior to completing install or repair.	_____	_____

	YES	NO
DREDGING (Cost for LCPOA to Review \$100.00)		
• Contractor Insurance Information	_____	_____
• LCPOA Bottomland Letter of Authorization to obtain EGLE Permit	_____	_____
• Dredging Agreement	_____	_____
• EGLE Application approval received by Building Control Committee prior to dredging starting.	_____	_____

	YES	NO
OTHER PROJECTS TOUCHING THE LAKE BOTTOM LANDS (Cost for LCPOA to Review \$100.00)		
• Contractor Insurance Information	_____	_____
• LCPOA Bottomland Letter of Authorization to obtain EGLE permit	_____	_____
• Waterfront Construction Plans, Requirements, Park Use, and Evaluation Form associated with the project submitted to the Building Control Committee and approved prior to park use.	_____	_____
• EGLE Application Permit Approval copy provided to LCPOA prior to completing install or repair.	_____	_____

USING LCPOA KELLEY RD PARK TO STAGE CONSTRUCTION PROJECT (Cost for LCPOA to Review (\$100.00))

YES NO

- Contractor Insurance Information
- Land Construction Plans, Requirements, and Blueprint Construction Evaluation Form and/or a Waterfront Construction Plans, Requirements, Park Use, and Evaluation Form
- Requirements associated with the project submitted to the Building Control Committee and approved prior to park use.
- Pictures of park taken prior to park use
- Pictures of park taken after project was completed
- Fee \$500 and Security Deposit \$2,000 Agreement completed, and funds collected prior to park use.

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

- ✓ Plan approved only as submitted
- ✓ Return of the Deposit for Park Use

(LCPOA Approval is limited ONLY to the attached Construction Plans and Requirements Form associated with the use of the park which were submitted by the LCPOA Member at the time LCPOA Building Control Committee reviewed.)

Comment (if applies): _____

Signed: _____ Dated: _____
LCPOA Building Control Committee Representative



LCPOA FEE AND SECURITY DEPOSIT AGREEMENT
Use of Parks for Construction Equipment and/or Staging of Supplies

NON-REFUNDABLE \$500 FEE FOR PARK USE

Receipt of non-refundable \$500 fee for Park Use is hereby acknowledged by Lake Columbia Property Owners Association hereinafter called LCPOA, from _____ (LCPOA Member) for use of the _____ Park Property for a Building Control Committee (BCC) approved project or to access Member property with materials and equipment through the park.

SECURITY DEPOSIT \$2,000

A sum of \$2,000 Security Deposit is required to ensure any park property, structures, parking areas, paving, fencing, playground equipment, lighting, flag poles, landscape, ramps, seawalls, docks and lake bottom are returned to pre-project condition. A portion or all the Security Deposit may be refundable. Pictures of the park structures, parking areas, paving, fencing, playground equipment, lighting, flag poles and landscape, ramps, seawalls, docks and lake bottom will be taken before and after the project. The LCPOA and Member will negotiate, based on the before and after pictures, to determine the amount of refund. The original signed agreement will be attached to the Waterfront Alteration Evaluation Form and a copy provided to the Member and LCPOA Member requesting the permit.

The Member and Member’s Contractor have the first right to remedy any damage to the property within a reasonable time period, but no more than one month following final inspection. Should the Member and/or Contractor fail to remedy the damage to the satisfaction of the LCPOA BCC within the reasonable time frame, the LCPOA will proceed with corrective action and all costs incurred will be the responsibility of the Member.

Should the damage to the park property repair costs exceed the \$2,000 Security Deposit, the Member agrees to compensate LCPOA for the balance remaining of the total cost, less the Security Deposit. In this event, the Security Deposit will not be refunded.

Should the Member fail to pay all fees and costs associated with this permit, the LCPOA may use all means available in accordance with the Deeded Restrictions and By-Laws to secure payment.

LCPOA Member’s Signature: _____ LCPOA Address _____

LCPOA’s Signature: _____
Building Control Committee Board Liaison Member or Board Officer, Representing LCPOA

(SEE REVERSE)

-----FOR OFFICE USE-----

COLLECTION OF INITIAL SECURITY DEPOSIT:

Amount Received \$ _____ Cash _____ Check # _____ Credit Card _____

Dated Received _____ Initials _____

AFTER COMPLETION OF PROJECT

Upon completion of the project and the park is restored, the Member must advise the LCPOA and request a final inspection of the park and refund of the security deposit. A joint inspection will take place by the Member and BCC representative. The Member may have the contractor representative present, however, the contractor has no authority to negotiate a final settlement on behalf of the Member. The amount of refund will be determined by negotiation between the Building Control Committee Board Liaison Member and Member, following completion of the project. The Security Deposit is to ensure the park property, any structures, parking areas, paving, fencing, playground equipment, lighting, flag poles and landscape are returned to pre-project condition.

NEGOTIATED REFUND AMOUNT \$ _____ (\$2,000 or LESS)

LCPOA Member's Signature: _____ LCPOA Address _____

LCPOA's Signature: _____
Building Control Committee Board Liaison Member or Board Officer, Representing LCPOA

OR

IF DAMAGES EXCEED \$2,000 SECURITY DEPOSIT:

Should the damage to the park property repair costs exceed the \$2,000 Security Deposit, the Member agrees to compensate LCPOA for the balance remaining of the total cost, less the Security Deposit. In this event, the Security Deposit will not be refunded.

NEGOTIATED ADDITIONAL COLLECTION AMOUNT \$ _____ (IF EXCEEDS \$2,000)

LCPOA Member's Signature: _____ LCPOA Address _____

LCPOA's Signature: _____
Building Control Committee Board Liaison Member or Board Officer, Representing LCPOA

-----FOR OFFICE USE-----

REFUND:

Amount Refunded \$ _____ LCPOA Check # _____

OR COLLECTION:

Additional Collection \$ _____

Date Refunded/Collected _____ Initials _____



**LAKE COLUMBIA PROPERTY OWNERS ASSOCIATION
DREDGING AGREEMENT**

This Modification and Alteration Agreement ("Agreement") dated this ____ day of _____, 20__ is by and between Lake Columbia Property Owners Association (the "Association"), and _____, ("Owner"), with an address of _____.

A. The Owner is the owner of record of Lot ____ (the "Lot"), which Lot is located in _____ Shores, a Subdivision located in Jackson County, Michigan (the "Subdivision").

B. The Owner has requested permission from the Board of Directors to dredge the bottom lands of Lake Columbia adjacent to the Lot in the following manner and in accordance with all conditions of a validly issued EGLE permit (the "Alteration"):

C. Based upon information submitted by the Owner, the Board has determined that the Alteration does not impair the soundness, safety, utility or appearance of the Subdivision, and therefore desires to grant permission to the Owner for installation and maintenance of the Alteration, but only upon the conditions set forth in this Agreement.

D. This Agreement, when executed by the Association, shall constitute written authorization by the Association for Owner to seek an EGLE permit for the work described in paragraph B. This Agreement on its own does not authorize an Owner to make any alteration to the Subdivision. Owner must obtain an EGLE permit before proceeding with the Alteration.

In consideration of the mutual covenants and promises contained in this Agreement, the Board of Directors grants approval for the Alteration, but only upon the following conditions, restrictions and agreements:

1. If applicable, the Owner shall supply the Board of Directors with detailed plans, including all required engineering structural calculations if required, indicating any destruction, change to or connection with any existing Common Elements (the "Plans and Specifications"). The Board of Directors' approval is conditioned upon the Owner's compliance with the Plans and Specifications.

2. The Owner shall provide the Board of Directors with a copy of his/her EGLE permit within seven (7) days of approval by the EGLE. THIS AGREEMENT IS EXPLICITLY CONDITIONED UPON OWNER OBTAINING AN EGLE PERMIT FOR THE ALTERATION. Failure of Owner to comply with this provision shall void this Agreement, except for the provisions in paragraphs 3 and 5 below which shall remain in full force and effect.

3. The Owner shall be solely responsible for, and shall fully indemnify and hold the Association harmless from, any and all maintenance, repair and replacement of the Alteration, damages or costs resulting from the Alteration and the costs of any repair, replacement or maintenance of any Common Areas necessitated or caused by the Alteration, for so long as the Alteration is in existence. Depending on the specific type of Alteration, it is expressly understood that such responsibility shall include, but not be limited to, responsibility for damages from flooding or water infiltration to any other Lot or Common Area caused by the Alteration, personal injury caused by or during installation of the Alteration, and any damages to the Lot, any other lot or Common Areas by way of settlement, failure of support, water or otherwise resulting from the Alteration. Should the Association need to access any Common Areas that necessitates the removal of all, or part, of the Alteration, the Owner shall remove and replace that portion of the Alteration required by the Board of Directors at the Owner's sole expense. In the case of emergencies, the Association shall be entitled to remove those portions of the Alteration as the Board of Directors deems necessary, and to charge any expense incurred to the assessment account of the Owner. Similarly, should the Board of Directors determine, in its sole discretion, that the alteration is not being properly maintained, repaired or otherwise cared for by the Owner, or that the alteration is causing damage to the Common Areas, the Association shall have the right to perform the required repair or maintenance and to charge the costs incurred in so doing to the assessment account of the Owner. Any such sums assessed shall be due and payable immediately upon assessment, and shall constitute an assessment under the provisions of the Declaration for the Subdivision, and shall be secured by a lien against the Lot, to be collected in any manner authorized by the Declaration for collection of assessments. This provision shall survive the voiding of this Agreement for failure to satisfy paragraph 2 above.

4. The Owner shall be solely responsible for insuring the Alteration both as to casualty and general liability. The Owner shall provide evidence of such coverage to the Association upon request.

5. The Owner completely and fully indemnifies and agrees to hold harmless the Association, including its members, directors, officers, managers, agents, successors and assigns, from any liability, damages, claims, actions, judgments or responsibility whatsoever, now or in the future, known or unknown, foreseeable or unforeseeable, by any party whatsoever, for any actions, conduct or decisions in any way related to the Alteration and the permission given by this Agreement. This indemnification shall include any and all costs or expenses incurred by the Association including, without limitation, attorneys' fees, defense costs, and other expenses. This provision shall survive the voiding of this Agreement for failure to satisfy paragraph 2 above.

6. Owner understands and acknowledges that by entering into this agreement, (s)he has been approved for a single dredging project as described in Recital B above. All future dredging projects require an additional approval from EGLE, and Dredging Agreement.

7. The terms of this Agreement shall run with and bind the Lot, and the rights and responsibilities under this Agreement shall pass to the respective party's successors, assigns, heirs, legal representatives and all those who may subsequently acquire an interest in the Lot. It is expressly understood that the permission and approval granted herein shall extend only to the Alteration.

8. Owner agrees that unpaid costs, fees, and expenses related to the Alteration, including any costs, fees, or expenses that arise through operation of paragraphs 3, 4, and 5 above, constitute a lien on their Lot securing payment of those amounts. Each Owner, and every other person who from time to time has any interest in a Lot, shall be deemed to have granted to the Association the unqualified right to elect to foreclose the lien securing payment of the costs, fees, and expenses, either by judicial action or by advertisement. The provisions of Michigan law pertaining to foreclosure of mortgages by judicial action and by advertisement, as the same may be amended from time to time, are incorporated by reference for the purposes of establishing the alternative procedures to be followed in lien foreclosure actions and the rights and obligation of the parties to such actions. Further, each Owner and every other person who from time to time has any interest in the Property, shall be deemed to have authorized and empowered the Association to sell or to cause to be sold the Lot and improvements thereon with respect to which costs, fees, and expenses are delinquent and to receive, hold and distribute the proceeds of such sale in accordance with the priorities established by applicable law.

The parties have executed this Agreement of their own free will, after consultation with legal advisors of their choice, with knowledge of its contents, on the day and year appearing above.

OWNER

OWNER

[sign]

[sign]

[print name]

[print name]

ASSOCIATION

Lake Columbia Property Owners Association, a Michigan Nonprofit Corporation

By: _____
[sign]

Print Name: _____, President

LCPOA DREDGING AGREEMENT

02/27/2023



LCPOA (BOTTOMLAND) LETTER OF AUTHORIZATION

To Whom It May Concern
Environment, Great Lakes and Energy (EGLE) formerly DEQ
Water Resources Division, Jackson District Office
301 E. Louis Glick Highway, Jackson, Michigan 49201

Re: Use of Bottomland of Lake Columbia

_____ Shore Name/# _____ Lot # _____

Owner of Property – Name

Owner LCPOA Address

Owner Mailing Address (Street, City, State, Zip)

Owner/Contact Phone #

The Lake Columbia Property Owners Association, as owners of the bottomlands of Lake Columbia, gives _____(Contractor/Owner) permission to obtain a permit for seawall construction along the shoreline at the above address. This permission is given with the knowledge that EGLE (Environment, Great Lakes and Energy) requirements will be fulfilled. This does NOT authorize any work to begin until EGLE issues permits and plans are submitted to LCPOA for approval.

By: _____
Lake Columbia Property Owners Association Representative

Dated: _____