

**BAY CITY APPLICATION FOR APPROVAL & PERMIT**

**October 17, 2006**

**NOTE: ALL APPLICATIONS MUST BE COMPLETE AND  
ALL DOCUMENTS AND FEES SUBMITTED PRIOR TO ISSUANCE OF PERMIT**

APPLICANT(S)

\_\_\_\_\_

NAME/S and

\_\_\_\_\_

ADDRESS/ES

\_\_\_\_\_

PHONE NUMBER

\_\_\_\_\_

SITE OF PROPOSED CONSTRUCTION OR WORK

\_\_\_\_\_

ADDRESS BLOCK and LOT NO.

DEED REFERENCE: LIBER \_\_\_\_\_ FOLIO \_\_\_\_\_

OWNER/S ON DEED (If not applicant, see architectural requirements)

\_\_\_\_\_

DESCRIPTION OF PROPOSED WORK (NEW HOUSE, ADDITION, GARAGE, FENCE (style), DECK, ETC., include dimensions, materials, color scheme if applicable).

\_\_\_\_\_

\_\_\_\_\_

THE APPLICANT/S (THIS DATE) \_\_\_\_\_ HEREBY CERTIFY AND AGREE TO THE

FOLLOWING:

- 1) This application includes not only this page, but also the plans and specifications and the lot plans submitted herewith, as well as any additional information required.
- 2) The applicant/s has received a copy of the REQUIREMENTS FOR APPROVAL FOR CONSTRUCTION IN BAY CITY, which are stipulated as part of this application and THE PROCEDURE FOR APPLICATION.
- 3) NO CONSTRUCTION WILL BEGIN UNTIL FORMAL WRITTEN APPROVAL AND PERMIT HAS BEEN RECEIVED FROM THE BAY CITY PROPERTY OWNERS ASSOCIATION, INC. In the case of a new dwelling the Association may require receipt of a letter of first mortgage commitment from a licensed lending institution before a building permit will be issued.

- 4) The proposed building shall be for single family residential use only, and not for purpose of any trade or business whatsoever. (Covenant G1)
- 5) The exterior of the structure as shown on the approval plans shall be completed within ~~six (6)~~ twelve (12) months from the date when permit is issued.
- 6) The building site will be kept free of excessive trash and debris.
- 7) If any of the representations contained in the application are shown to be incorrect or untrue, or if the building or work is not in accordance with the approved plans or specifications, or is in violation of any Bay City Covenant, then any Bay City approval or permit is voided as of its issue date. Further, applicant may be required, at his expense, to bring the construction into compliance with the BCPOA Building Permit or to restore the building site to its condition existent prior to construction. APPLICANT AGREES TO REIMBURSE BCPOA FOR ANY AND ALL COSTS ASSOCIATED WITH ENFORCEMENT OF THE TERMS OF THE BUILDING PERMIT, INCLUDING BUT NOT LIMITED TO COURT COSTS AND REASONABLE ATTORNEY'S FEES.

At the completion of construction, the Association will verify that the work done complies with the terms of the Building Permit, and will then issue a Certificate of Occupancy. Setbacks will be verified either:

- a. by the Owner submitting a copy of the final location survey; or
  - b. by the physical measurement of the constructed structure to the marked boundary lines by a BCPOA representative; or
  - c. by the physical measurement of the constructed structure to other permanent existing structures shown on the site plan.
- 8) Permit Review Process:
- A. All permit requests are to be presented to the Board for review at 7:00 pm., prior to the beginning of each regularly scheduled Board meeting.
  - B. All Application forms must be completed and signed by the required parties, all documentation must be provided and all application fees must be paid in full prior to submittal to the Board. Applicants may submit package to Architectural Review Committee for review of completeness, in advance of presentation to the Board.
  - C. The Board will review all building permit Applications. If an Application is complete, all documents have been provided, and the Board finds no conflict with either the Covenants or Bylaws of BCPOA, then the permit will be issued.
  - D. If the Application is deemed to be incomplete, either by the Architectural Review Committee or by the Board, The Applicant will be notified by the Board as to what additional items are required. Completed packages will then be reviewed at the next regularly scheduled Board meeting. If there are no conflicts with either the Covenants or the Bylaws of BCPOA, the permit will be issued.
  - E. If an Application is found to be in conflict with BCPOA Bylaws, no permit will be issued and no construction shall begin until all such conflicts have been resolved.

**APPLICANT/S SIGNATURE/S**

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**APPROVED/REJECTED BY**

PERMIT

# \_\_\_\_\_ DATE ISSUED: \_\_\_\_\_