



Compliance Permit Application Check List

FOR HOUSES, ADDITIONS, GARAGES, and SWIMMING POOLS

OWNER: _____ BUILDER: _____
LOT NO.: _____ STREET: _____

Please use this form as your Check List in assembling and returning the required documents.

- Application for Emerald Lake's Compliance Permit
- Signed and dated Tree Cutting Request form
- Construction permit fee.
 - House (complete): \$450.00
 - Garage, addition, alteration, swimming pool: \$125.00
- Copy of Property Owner's Deed (Only required for new home construction)
- Copy of Township Zoning Permit
- Copy of Municipal Building Inspection Consultant's Building Permit
- Copy of Township Septic Permit (Only required for new home construction)
- Signed and dated Ground Restoration Agreement
- Signed and dated Guarantee form
- Signed copy of Construction contract
- One set of 1/4" scale drawings.
- One 1:50 scale Surveyor's property report (plot plan)
- Copy of Contractor's liability insurance coverage
- List of Subcontractors

The CEO will begin reviewing your application after receipt of all of the above listed requirements.

EMERALD LAKES ASSOCIATION, INC.

**1 Glade Drive
Long Pond, PA 18334**

Phone: (570)-646-2622 / Fax: (570)-646-0838

ELA COMPLIANCE PERMIT APPLICATION

Lot No.: _____ Street: _____

Type of Permit Requested: _____ (house, garage, deck, alteration, fence, dock, etc.)

OWNER INFORMATION:

Name: _____ **Phone:** _____

Address: _____ **Cell:** _____

_____ **Email:** _____

CONTRACTOR INFORMATION:

Name: _____ **Phone:** _____

Address: _____ **Cell:** _____

_____ **Email:** _____

Contact Person: _____

It is agreed that it is the sole responsibility of the Contractor/Property Owner to maintain a safe construction site, one free of all attractive nuisances. **They are fully liable for any violation committed by any subcontractor or supplier.** The property owner agrees to locate all improvements within the setbacks indicated on the surveyor's certified report. All work is to be done in accordance with Federal, State, Municipal, and Emerald Lakes Rules and Regulations. It is further agreed that the Code Enforcement Officer (CEO) will perform inspections to ensure compliance the Rules and Regulations

Property Owner's Signature: _____ Date: _____

Contractor's Signature/Title: _____ Date: _____

Issue: 1 October 2010

EMERALD LAKES ASSOCIATION
1 Glade Drive
Long Pond, PA 18344
Tel: 570-646-2622 / Fax: 570 646 0838

TREE REMOVAL REQUEST

Date: _____

I/we (Print)_____ request approval to
cut _____(quantity) trees on my/our property located at: _____.

The reason(s) for this request is/are as follows:

If this request is approved I certify that cutting and the removal of cuttings from my property will be 100% complete no later than 30 days after the approval date of this request.

Owner's Signature_____ Telephone: _____

Approved/Disapproved by: _____ Date: _____

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GUARANTEE

Date: _____

Subject: Construction proposed on Lot No. _____

The undersigned hereby guarantee that the construction of the home/addition in Emerald Lakes will be completed in accordance with the submitted plans and setbacks.

The undersigned hereby acknowledge possession of Emerald Lakes Rules and Regulations and Building Procedures, available at www.elainc.org and agree to conform to all requirements in them.

We the undersigned understand that the CEO will perform inspections to ensure compliance with the following requirements:

1. Trees to be removed must be marked, prior to submitting a Tree Cutting Request which must be approved by the ELA CEO prior to removal.
2. Setbacks: shall be staked to show compliance with the ARC Regulations
3. Driveway: A drainage pipe, minimum of 12" in diameter and 20' in length determined by the CEO and site conditions shall be installed.
4. Drainage swales shall be constructed the full length of the road frontage to insure proper drainage. Swales must also be provided along property lines and elsewhere to ensure neighboring properties are not adversely affected by surface water runoff.

Property Owner's Signature: _____ Date: _____

Contractor's Signature/Title: _____ Date: _____

Issue: 1 October 2010

EMERALD LAKES ASSOCIATION, INC.
1 Glade Drive
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Phone: (570)-646-2622 / Fax: (570)-646-0838

GROUND RESTORATION AGREEMENT

OWNER INFORMATION:

Name: _____ Lot No.: _____ /Permit No.: _____

Address: _____ Phone: _____

_____ Cell: _____

CONTRACTOR INFORMATION:

Name: _____ Phone: _____

Address: _____ Cell: _____

_____ Email: _____

Contact Person: _____

We hereby agree to remove the natural ground cover only in the areas of the house, driveway and septic system.

The driveway area shall be replaced with stone or other suitable material. Stone shall be placed in early stages of construction to prevent tracking mud onto the streets. Any culvert that may be required shall be installed as early as possible to prevent blocking of the drainage ditch.

The septic area shall be seeded immediately on completion, to prevent erosion.

All other areas which have been disturbed during construction will be graded to ensure no ponding or flooding, and restored in the following manner (initial one or more):

Seeded ____, wood chips ____, stone ____, other (explain) _____

This restoration will be the responsibility of the (initial): Contractor _____ Property Owner _____

Owner's Signature/Title: _____ Date: _____

Contractor's Signature/Title: _____ Date: _____

Issue: 1 October 2010