



INDIAN ROCKS POA of Ledgedale  
889 Ledgedale Rd., Lake Ariel, PA 18436

**EXTERIOR MAINTENANCE MODIFIED FORM**

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E-mail: [irpoa@indianrocks.com](mailto:irpoa@indianrocks.com) 01/20

NAME: \_\_\_\_\_ DATE: \_\_\_\_\_

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

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

INDIAN ROCKS ROAD \_\_\_\_\_

LOT \_\_\_\_\_ SECT \_\_\_\_\_

TELEPHONE HOME: ( ) \_\_\_\_\_ - \_\_\_\_\_ MOBILE: ( ) \_\_\_\_\_ - \_\_\_\_\_

PAID: \_\_\_\_\_ DATE: \_\_\_\_\_

### CONTRACTOR/HOMEOWNER INFORMATION

**Application will not be processed without the  
CONTRACTORS TAX ID & CERTIFICATE OF INSURANCE.**

The person performing the work will be: \_\_\_\_\_ Homeowner \_\_\_\_\_ Contractor

Contractor \_\_\_\_\_ Phone: \_\_\_\_\_ Tax ID#: \_\_\_\_\_

PA Home Improvement Contractor Registration number \_\_\_\_\_

Address \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Contractor - current certificate of insurance on file? \_\_\_\_\_ Y \_\_\_\_\_ N.

**ALL PAGES OF THE ARCHITECTURAL CONTROL COMMITTEE (A.C.C.) APPLICATION, INCLUDING PAGES WITH RULES AND REGULATIONS MUST BE COMPLETED AND SIGNED BY THE PROPERTY OWNER(S) AND CONTRACTOR.**

**THIS APPLICATION IS TO BE SUBMITTED TO THE A.C.C. FOR THEIR REVIEW AND APPROVAL BEFORE ANY WORK MAY BEGIN. THE A.C.C. MEETS WEEKLY.**

All improvements must conform to ACC rules and regulations including location and setbacks on lot. Replacements, (roofs, windows, siding, gutters, etc.) additions, painting, staining and any other exterior work is to be done in shades of an earth tone brown color. See color chart in office for approved colors for doors trim and shutters.

**WHEN APPLICATION IS APPROVED BY THE A.C.C., AND A PERMIT IS ISSUED, CONSTRUCTION IS EXPECTED TO BEGIN RIGHT AWAY. THE PERMIT WILL BE IN EFFECT FOR SIX (6) MONTHS. IF AN EXTENTION IS NEEDED, REQUEST MUST BE MADE IN WRITING AND REVIEWED BY THE A.C.C. IF APPROVED, AN EXTENTION PERMIT WILL BE ISSUED.**

**INDIAN ROCKS PERSONNEL AND/OR A.C.C. MEMBERS RESERVE THE RIGHT TO INSPECT ALL WORK FOR THE DURATION OF THE PROJECT.**

**By signing this page, I have read and understand all information on this page:**

Property Owner: \_\_\_\_\_

Contractor: \_\_\_\_\_

**TYPE OF IMPROVEMENT:**

1) \_\_\_\_\_ **Painting/Staining** ....\$10.00-Application fee  
Color \_\_\_\_\_ Mfg name \_\_\_\_\_ What will be painted/stained: \_\_\_\_\_

2) \_\_\_\_\_ **Landscaping**.....\$10.00-Application fee Does it affect grade \_\_\_\_Y \_\_\_\_N  
Marked location on plot plan \_\_\_\_\_ for tree removal see office for form

3) \_\_\_\_\_ **Shingle roof** \_\_\_\_\_ **Metal Roof** ...\$10.00-Application fee. Color/sample \_\_\_\_\_ Mfg  
Name \_\_\_\_\_ Material \_\_\_\_\_

4) \_\_\_\_\_ **Replace Siding**.....\$10.00-Application fee  
Color and sample provided \_\_\_\_\_  
Mfg Name \_\_\_\_\_ Material \_\_\_\_\_ (WOOD GRAIN ONLY)

5) \_\_\_\_\_ **Replace Windows and/or Doors**.....\$10.00-Application fee  
Mfg \_\_\_\_\_ Color \_\_\_\_\_ SAMPLE TO BE PROVIDED

6) \_\_\_\_\_ **Any Structure (160 sq. ft. or under)** \$10.00-Application fee  
Overhang \_\_\_\_\_ **Plot plan required \* \_YES\_** Picture \_\_\_\_\_  
Windows/Doors \_\_\_\_\_ Height \_\_\_\_\_  
Color Siding \_\_\_\_\_ Color Shingle \_\_\_\_\_ Staked off at property \_\_\_\_\_  
**OVER 100 SQ .FT. – SALEM TOWNSHIP PERMIT REQUIRED**

7) \_\_\_\_\_ **Driveway** \$10.00 Application fee  
Expand \_\_\_\_\_ Excavate \_\_\_\_\_ Blacktop \_\_\_\_\_ Other material \_\_\_\_\_  
If blacktopping to the edge of road is desired, see attached application and affidavit.  
Staked off at property \_\_\_\_\_ **Plot plan required \* \_YES\_**

8) \_\_\_\_\_ **Replace/Extend Deck...\$10.00 Application Fee**  
\_\_\_\_\_ **Add Deck.....\$10.00 Application Fee**  
Type of material \_\_\_\_\_ Color and Mfg \_\_\_\_\_ Prop. Staked \_\_\_\_\_  
**Plot Plan Required\* YES SALEM TOWNSHIP PERMIT REQUIRED**

9) \_\_\_\_\_ **Add Enclosed Deck...\$200.00** Application fee. Must supply samples of all materials used e.g.  
windows, doors, siding, roofing.  
\_\_\_\_\_ **Enclose Existing Deck...\$200.00** Application fee.  
Type of material \_\_\_\_\_ Color and Mfg \_\_\_\_\_  
Staked off at Property \_\_\_\_\_ **Plot plan required\* \_YES\_ SALEM TWP. PERMIT REQUIRED**

10) \_\_\_\_\_ **Other ... \$0 application fee** (ex. arbors, light posts, fountains, pillars, etc)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**\*WHERE INDICATED, A PLOT PLAN IS TO BE SUBMITTED WITH APPLICATION.  
WHERE INDICATED, A SALEM TOWNSHIP PERMIT MAY BE REQUIRED. CALL (570) 689-4663**

**STORMWATER – PLEASE INDICATE ANY GUTTERS, LEADERS AND DRAINS THAT WILL BE INSTALLED.**

**ALL CONSTRUCTION MUST FOLLOW: PENNSYLVANIA UNIFORM CODE (P.U.C.), INTERNATIONAL RESIDENTIAL CODE (I.R.C.), SALEM TOWNSHIP CODES.**

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**Contractor:** \_\_\_\_\_

- **EXTERIOR COLORS:** Samples and manufacturer name of ALL exterior colors must be included. This includes siding, trim, shingles, steps, railings, deck, doors and shutters.
  - Colors must be shades of earth-tone brown. (Note: Doors, trim and shutters may be painted a muted shade of dark green or dark red.)
  - **DISPOSAL:** Briefly describe who will be responsible for removal of trash and debris and how it will be removed.
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**ATTACH WITH APPLICATION;**

- (1). A color sample of actual material or color swatch must be attached with the application.
- (2). Painting and staining - a small wood sample with paint/stain applied to it must be submitted with the application.
- (3). Plot plan, drawn by a registered surveyor, to be included to show location and dimensions of structural additions in relationship to existing house, garage etc. and side, front & rear set backs.
- (4). Trees for removal are to be marked for designation of visual inspection. An Application for Tree Removal is attached.

**RULES AND PROCEDURES**

**VEHICLE IDENTIFICATION:**

Any contractor entering the Community must obtain contractors passes for all vehicles. All employees of contractors and sub-contractors and all persons connected with the work site are to have current passes. Daily paper passes may be issued to sub-contractors and employees of contractors.

**CONTRACTOR'S HOURS:**

All contractors and/or sub-contractors shall not enter the Development nor commence work before 7:30 AM. The workday ends and all contractors are out of the Development no later than 6:00 PM MONDAY THRU FRIDAY; 5:00 PM ON SATURDAYS.

**NOTE: CONCRETE:** If extra time is needed for concrete to set due to weather or emergency (emergency determined by office), contractor or mason must contact the office before 4:30 p.m.

No contractors or sub-contractor can work on Sundays or designated Holidays. Designated Holidays are Thanksgiving, Christmas, New Year's, Memorial Day, 4th of July and Labor Day.

**GROSS VEHICLE WEIGHT LIMIT:**

No vehicle in excess of five tons (10,000 lbs.) GVW may be operated, parked, or moved along, over or across any of the roads in Indian Rocks during the months of March and April. If weather conditions permit (determined by I. R. maintenance), the ban may be lifted for a period of time. Call the office for a determination. No contractor or property owner makes this determination. **This regulation prevents any unnecessary damage to Indian Rocks roads caused by special conditions created by temperature fluctuations.**

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## **VIOLATIONS - FINES IMPOSED:**

\*Any exterior construction, additions, or changes, painting/staining, without submitting an application or receiving a permit: \$200.00.

\*Staining/painting a different color than represented on the A.C.C. building application will carry a fine of \$50.00. In addition, the property owner has 30 days to re-paint or stain with the approved color.

\*Violation of working hours by contractors: \$200.00 per incident. Working hours are 7:30 a.m. to 6 p.m. Monday thru Friday; 7:30 a.m. to 5:00 p.m. on Saturday. Contractors are not to begin work before 7:30 a.m., and must be out of the Community by 6:00 p.m. Mon. thru Fri. and out by 5:00 p.m. on Sat.

\*Working on Sundays or Holidays: \$500.00 per incident.

\*No Contractors pass: \$50.00 per incident.

\*Weight limit violations: \$250.00 per incident.

## **CONTRACTORS:**

The property owner is responsible for contractors/sub-contractors having a current I. R. identification sticker displayed on the front bumper of all vehicles, or paper pass hung from the rear-view mirror, certificates of insurance, working hours and all work, as submitted on the plan. Any fines applied are sent directly to the homeowner.

## **THE CONSTRUCTION SITE:**

The construction site must be kept free of debris, construction material, etc. A fine of \$50.00 per incident will be added to the property owners' account for debris, trash or construction material found on the lot. All debris must be removed in a timely manner. This can be accomplished by way of a dumpster or truck/trailer set-up to haul debris away. Regardless of method, job site must be cleaned by the end of each work week. A \$100.00 per day fine will be imposed against the property owner for any debris, trash, construction material, etc. on the site ten (10) days from the end of construction period.

**BUILDERS SIGN:** A builder's sign may be displayed but cannot be larger than 4'x4' in size. SIGN MUST BE REMOVED UPON COMPLETION OF PROJECT.

Any questions regarding this application should be directed to the Association office during the normal business hours of 8:00 AM to 4:30 PM, Tuesday to Friday and Saturday 8:00 AM – 1:00 PM.

The Property Owner is the responsible party. The Property Owner is responsible to be aware of all phases of the construction. Your signature and the contractor's  signature acknowledge that you both have read all governing Rules & Regulations as set forth and will fully comply therewith.

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