



INDIAN ROCKS POA of Ledgedale
889 Ledgedale Rd., Lake Ariel, PA 18436
EXTERIOR MAINTENANCE MODIFIED FORM
 PHONE: 570-689-7582 FAX: 570-689-7616
 Website: www.indianrocks.com
 E-mail: irpoa@indianrocks.com 03/23

NAME: _____ DATE: _____
 ADDRESS: _____
 CITY: _____ STATE: _____ ZIP: _____
 INDIAN ROCKS ROAD _____
 LOT _____ SECT _____
 TELEPHONE HOME: () _____ - _____ MOBILE: () _____ - _____
 PAID: _____ DATE: _____ EMAIL ADDRESS: _____

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: _____

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
Describe item being painted/stained above color _____
Color _____ Color _____ Color _____
Mfg name _____ Mfg name _____ Mfg name _____

2) **Landscaping** .. \$10.00 –Application Fee. Project with any affect on grade, topography, natural flow of water, drainage and any other large planting or wall project. No work is allowed within your 10 foot setbacks
Describe work to be done _____
Mark location on plot plan. For tree removal see office for tree removal form

3) **Roofing Fee** \$10.00 Shingle _____ Color _____ Mfg _____
Metal _____ Color _____ Mfg _____

4) **Siding Replacement** Fee \$10.00 (wood or wood grain look only)
Color _____ Mfg. _____ Sample must be provided

5) **Windows/door/skylight replacement or installation** Fee \$10.00
Color _____ Mfg _____
Windows _____ # Doors _____ # Skylights _____
Provide sample. Must be tan or brown. **White is not permitted.**
Describe work to be done _____

6) **Structure (160 sq. ft. or under)** \$10.00-Application fee
Windows (color, mfg) _____ Doors (color, mfg) _____
Skylights (color, mfg) _____ Siding (color, mfg) _____
Roof (color, mfg) _____ Roof Material: shingle _____ metal _____
Must be staked off on property. Plot plan is required.
OVER 100 SQ .FT. – SALEM TOWNSHIP PERMIT REQUIRED

7) **Structure over 160 sq. ft. (see construction form) excluding decks.**

8) **Driveway** _____ **Parking Area** (must not encroach on easement) Fee \$10.00
Expand _____ Excavate _____ Blacktop _____ Gravel _____
Must be staked off on property. Plot plan is required. If blacktopping to edge of road an additional release form must be completed.

9) a. **Add new deck or patio 160 sq ft or under** Fee \$10.00
Material (color, mfg) _____
b. **Modify, replace, all or part of deck** Fee \$10.00
Material (color, mfg) _____
c. **Add deck or patio over 160 sq ft** Fee \$10.00
Material (color, mfg) _____
Plot plan required. Salem Township permit required if deck is over 30” off the ground.
Must be staked out on property. A patio or deck with no spaces between boards, pavers or no drainage to ground below will count toward 20% impervious surface allowed on lot.

10) a. **Add new covered and/or enclosed deck under 160 sq ft or under** Fee \$10.00
b. **Add new covered and/or enclosed deck over 160 sq ft** See construction form
c. **Cover and/or enclose existing deck 160 sq ft or under** Fee \$10.00
d. **Cover and/or enclose existing deck over 160 sq ft.** See construction form
Materials (color, mfg) _____
Must be staked off. Plot plan required. May require Salem township permit.

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11) _____ **Drainage projects\$10.00 Application Fee** – Plans drawn by licensed contractor or engineer may be required

12) _____ **Other** (ex. Gutters & leaders, fencing, arbors, light posts, pillars, fountains, chimney or foundation repair, sidewalk, walkway, etc.) Walls or fencing as permitted by ACC. Rock walls higher than 2 feet are considered fencing. Fee \$10.00

Describe

***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.

- **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.

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.

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RULES AND PROCEDURES

VEHICLE IDENTIFICATION:

Any contractor entering the Community must obtain contractor 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.**

PROJECT COMPLETION:

Indian Rocks must be notified upon project completion.

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Contractor: _____

VIOLATIONS - FINES IMPOSED:

ACC FINES

Minor

1. **No contractor pass displayed** (exterior or interior contractors) warning; after 24 hrs: \$150 per incident.
2. **Violation of working hours by contractor**- Warning/\$50/\$100/\$200. – violation of working hours. Homeowner performing repairs that are non-noise generating are permitted on Sundays but not on holidays. Exterior repairs/maintenance require ACC permits; No heavy machinery on Sunday and holidays; refer to A.C.C. rules and regulations 1st offense warning, 2nd offense \$50, 3rd offense \$100, 4th offense \$200.
3. **Construction site not kept free of debris** – warning, after 5 days: \$50 per day.
4. **Failure to put approved cover around propane tank** – warning; after 30 days: \$50/day.

Severe

1. **Exterior Work** – Any exterior work without a permit or exceeding the parameters of the permit \$200.00 refer to ACC rules and regulations. Any violation that requires township permit \$500 plus legal costs.
2. **Non-authorized use of a building or structure** (for example, using a garage as living quarters) \$1,000.00 for first offense, after 15 days, if the situation is not rectified, there may be initiation of court proceedings.
3. **Septic installed in non-approved location** - \$1,000 and correction.
4. **Structure, driveway, slope of septic field, etc. within 10' easement** - \$1,000 and correction.
5. **Any change from approved application**, including, but not limited to, materials and colors: If approved ACC material or color, - \$250. Any change to unapproved color, material, etc. - \$500 and correction.

Trees – cutting trees without proper approval; \$500.00 per tree and you must replant each tree with size and type approved by the A.C.C., clear cutting a lot: \$2,500 fine and replanting trees as stipulated by ACC. Failure to re-plant trees as stipulated by ACC in the specified timeframe: fine \$250 per tree.

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.

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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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