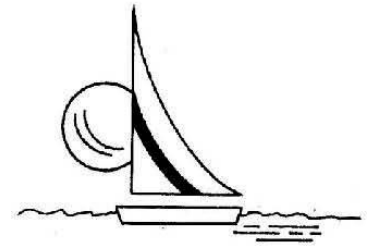




Lake Heritage

PROPERTY OWNER'S ASSOCIATION

1000 Heritage Drive, Gettysburg, PA 17325  
Phone (717) 334-7242 Fax: (717) 334-6712  
admin@lakeheritage.org



## REQUIREMENTS FOR LHPOA BUILDING PERMIT APPLICATION

1. **Sewage Permit or Waiver** - Contact White Run Regional Municipal Authority (717) 334-7476. (see number 10 below)
2. **Projects involving seawall or dock work, may require a DEP Permit** - Herman Jackson, P.E. Senior Civil Engineer Hydraulic, Wetlands and Waterways Program, Dept. of Environmental Protection, South-central Regional Office, 909 Elmerton Avenue, Harrisburg, PA 17110 (717) 705-4814 Fax : (717) 875-3496 hejackson@pa.gov www.depweb.state.pa.us
3. **County Building Permit** - Adams County Courthouse in Gettysburg 717-334-6781.
4. **Township Building Permit (depending on lot location) and Zoning Permit if required.**
  - A. Mt. Joy Township 717-359-4500
  - B. Mt. Pleasant Township 717-624-8049
  - C. Straban Township 717-334-4833
5. **Issue Letter of Compliance for Townships.** Currently, the only township that requires LOC is Mt. Joy.
6. **LHPOA Building Permit** - 1 check made payable to **LHPOA, INC.** to include the following items at time of application (the first 3 are required for all projects needing a permit and the last 2 pertain to your individual circumstances):
  - A. **Permit Fee - \$25.00** for all projects
  - B. **Inspection Fee - \$100.00** non-refundable fee.
  - C. **Deposit - \$250.00** for all projects needing a permit (Refundable upon final inspection of completed project and compliance with LHPOA requirements).
  - D. **Impact Fee - \$300.00** is required for all projects needing specialized oversized or overweight equipment such as prefab or modular home construction. Note: all other deliveries to the construction site must meet LHPOA weight requirements of no more than 60,000 pounds (Rules and Regulations, Article II, Section 2). **Weight ticket required at gatehouse.**
  - E. **Permit Renewal Fee** - \$100.00 for first renewal and \$200.00 for second renewal of a permit. Permits expire after six months. If project is not completed, the permit must be renewed. The limit on permit renewals is two (2). Permit renewal fee cannot be taken out of deposit.
7. **Copy of Certified Survey or Plot Plan** showing size and exact location of proposed new construction, proposed water drainage, sewer lines, and relation to other existing or proposed building or structure on lot, and lot boundaries, easements, and setbacks.
8. **Building location must be staked out at time of permit application.**
9. **Building Plans** – One (1) set required drawn to scale (1/4" = 1'0") – The set is to be retained by LHPOA showing floor, foundation, sections, all elevations, finished grade line, and materials list.
10. **Copy of approved sewage plan** by appropriate authority showing location of grinder pump and laterals.
11. **18" Culvert** shall be installed prior to or at the start of new home construction. Also, new construction requires the driveway to be stoned prior to construction.
12. **For complete LHPOA Regulations** please refer to the Land Use Permit Regulations and Structure Code section of the LHPOA Governing Documents available in the office or on our website www.lakeheritage.org.

**NOTE: Bring all applicable permits, copies or plans, and any other paperwork including check, with you at the time of LHPOA Permit Application.**

LHPOA OFFICE NUMBER:

LHPOA Building Inspection – Keith Majeczky

717-334-7242

717-334-7242 xtn 104

admin@lakeheritage.org

buildinginspector@lakeheritage.org