



Lake Heritage

PROPERTY OWNER'S ASSOCIATION

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

LHPOA BUILDING PERMIT APPLICATION REQUIREMENTS

1. **LHPOA Building Permit** - 2 checks 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).

- Checks written out to LHPOA: the first check can be made out to cover both; the Permit and Inspection Fee totaling \$125, the second check is your \$250 deposit, which will be returned to you following your final inspection.***

2. **Issue Letter of Compliance for Townships.**

3. **Sewage Permit or Waiver** - Contact White Run Regional Municipal Authority (717) 334-7476 Request a permit of the approved sewage plan showing location of grinder pump and laterals.

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. **County Building Permit** - Adams County Courthouse in Gettysburg: Tax Service Office: 717-337-9837.

6. **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.

7. **Building location must be staked out at time of permit application.**

8. **Building Plan** – ONE plan required drawn to scale (1/4' = 1'0") – showing floor, foundation, sections, all elevations, finished grade line, and materials list. Plan will be retained by LHPOA.

9. **18" Culvert** shall be installed prior to or at the start of new home construction.

10. **Projects involving seawall or dock work, may require a DEP Permit** -
Nathan Phillips, P.E. Senior Civil Engineer Hydraulic, Wetlands and Waterways Program, Dept. of Environmental Protection, South-central Regional Office, 909 Elmerton Avenue, Harrisburg, PA 17110
Phone: (717) 705-4822 Fax (717) 875-3496 www.depweb.state.pa.us

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

LHPOA Building Permit Inspector: Keith Majeczky
717-334-7242 option # 6 or email buildinginspector@lakeheritage.org



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LAND USE PERMIT APPLICATION

Owner's Name _____ Lot # _____

Owner's Address _____

Owner's Contact Number(s) _____ Owner's Email Address _____

Agent or Contractor _____ Agent/Contractor Contact Number _____

Type of Construction Project: Dwelling Garage Outbuilding Dock Seawall Addition Deck Fence
Retaining Wall Swimming Pool Other: _____

Type of Exterior Materials: _____

Type of Foundation: _____ Expected Time to Start: _____

Stakes showing the location of the dwelling, garage, or outbuilding **must** be in place before a permit or letter of compliance will be issued.

I affirm that the information above is correct and that the plans and plot plan are a true representation of the structure to be built. I have read the LHPOA Inc. Building Regulations, By-Laws, and the Deed Covenants, and agree to abide therewith. I specifically grant to the members of the Building Regulations Committee, their inspector, and the Lake Manager/Community Manager, the right to enter on the property at reasonable times to inspect the construction work, and sanitary installation, if any, for compliance with LHPOA Inc. Building Regulations, By-Laws, Deed Covenants, Rules and Regulations, All Applicable Governmental Regulations and State Uniform Construction Code.

Date Signature of Property Owner or Contractor/Agent

OFFICIAL USE ONLY

County Permit # _____ Plans _____ Sq. Ft. Living Space _____

Township Permit # _____ Plot Plan _____ Sewer Permit # _____

Location Stake Out _____ 18" Culvert – 20' Long Installed _____

Fee Paid _____ Escrow Deposit _____

Process/Inspection Fee _____ LHPOA Dues Paid _____

Building Regulations Committee Approval Date: _____ Initials of Building Inspector _____

Complies with Regulations _____ Expiration Date: _____ Permit # _____

Date Permit/Letter of Compliance _____ Date of Final Inspection _____

Violations: _____

Comments: _____

Deposit Return Date: _____ Check # _____ Amount _____

Special Note: This permit expires 6 months from issue date and must be renewed. (See expiration date above.)