



APPLICATION FOR ARCHITECTURAL APPROVAL

Effective July 10, 2023

TINK-WIG MOUNTAIN LAKE FOREST POA

This application is being submitted for approval from the Tink-Wig Mountain Lake Forest Property Owners Association (TWPOA) Architectural Committee with final approval by the Board of Directors.

Date Submitted by Property Owner: _____ Expected Completion Date: _____

Lot # _____

Owner(s): _____

Property Address: _____

Owner's Mailing Address: _____

Home Phone: (____) _____ - _____ Cell Phone: (____) _____ - _____

Email Address: _____

Builder: _____

Builder's Address: _____

Builder's Phone Number: (____) _____ - _____

Type of Construction: Custom Pre-Fabricated Shell Modular
 Other _____

Type of Improvement: New Home Attached/Detached Garage/Shed
 Pool Fence Other: _____

Trees to be Removed: No Yes – Tree Removal form required

TWPOA Building Permit Check List

- Completed TWPOA Application with applicable fee payment to TWPOA
- Proof of ownership, if required. (Deed/Abstract statement)
- Proof of Homeowner's Insurance
- Proof of Builder's Insurance
- Septic Approval from Lackawaxen Township
- Plot Plans as required (structure, septic, well and setbacks) *Hand drawn is acceptable.*
- Elevations of Structure
- Zoning/Permit issued from Township
- Architectural Plans (*if available*)
- TWPOA Tree Clearing Compliance Form
- Application Fee

DESIGN/PLOT GUIDELINES

Design guidelines and plot design extracted from the requirements outlined in the TWPOA Covenants, By Laws and Rules and Regulations.

Plot Plan: Must indicate the following:

- Dwelling or clearing location with respects to lot lines
- Trees to be removed
- Well with respect to lot lines and Septic
- Septic with respect to lot lines
- Septic, if applicable, with respect to watercourses and/or Tink Wig Lake

Septic (Individual Sewage disposal system or seepage pit draining field);

- Front/Rear/Side Yards – 10 feet.
- 50 feet from any watercourse (Brook, Stream, etc.)
- If the lot has Tink Wig Lake frontage, then the additional requirement of the Septic is that it not be within 200 feet of the Tink Wig Lake.

Dwelling Location:

- Front yard 50 feet minimum
- Side yard 15 feet minimum
- Rear yard 25 feet minimum

Tree Removal

- No living trees within 35 feet of the Tink Wig Lake waterline may be cut, "downed" or removed.
- No more than 50% of the lot can be cleared of trees
- Dead or diseased trees may be removed without a permit
- If no trees are removed, the tree removal form is not required
- If a tree endangers a building, the tree removal form is not required

The requirements of setback, septic locations etc. set forth in this application are a restating of requirements in the TWPOA Covenants, By Laws, and Rules and Regulations and for guidance purposes to insure a complete and proper application. If any conflicts arise the TWPOA Covenants By-Laws, and Rules and Regulations shall override this document.

ADMINISTRATIVE REQUIREMENTS (initial each paragraph)

_____If this application is approved the owner also agrees to the more detailed terms set forth in the TWPOA Covenants, By Laws, and Rules and Regulations.

_____The Owner agrees to allow the TWPOA Architectural Control committee or its delegated representative to enter the grounds of the property during the construction period to verify that the septic location, side yards, culverts and drainage are prepared as documented in this application.

_____Failure to conform to the requirements of this application shall be reason for TWPOA to assess the Owners a fine in addition to the cost of repair to the roadways or to other properties of TWPOA, cleaning debris etc., and the reasonable cost of litigation.

_____The Owner has read and agrees to the Construction Site Compliance Document.

Owner Signature

Date: _____

Owner Signature

Date: _____

Please use the list below to determine what documents are required for each architecture permit type.

- Tree removal form is not required if no trees are removed. See other notes above – Tree Removal
- Builder/contractor Insurance not required if Builder Contractor not involved.

APPLICATION TYPE	1	2	3	4	5	6	7	8	9	10	11
New Residence	X	X	X	X	X	X	X	X	X	X	X
Home Addition	X	X	X	X		X	X	X	X	X	X
Deck/Gazebo	X	X	X	X		X		X	X	X	X
Deck Extension	X	X	X	X		X		X	X	X	X
Shed/Garage/Car Port	X	X	X	X		X		X	X	X	X
Pool	X	X	X	X		X		X		X	X
Fence	X	X	X	X							X
Driveway Paving	X	X	X	X		X				X	X
Tree Removal Only	X	X	X	X		X				X	
Driveway Clearing	X	X	X	X						X	
New Residence Clearing – Initial	X	X	X	X						X	

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6. Plot Plans as required (structure, septic, well and setbacks) Hand drawn is acceptable
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Fees

New Residential Home	\$500.00
New Garage/Carport	\$100.00
Addition to Residential Living Space	\$100.00
Open or Screened Porch, Deck or Gazebo	\$50.00
Above/In-Ground Pool	\$75.00
Fence	\$50.00
Shed	\$50.00

For Office Use Only

- TWPOA Standing: Assessment Current: Yes: _____ No: _____
- Verified by Tink Wig Office on ___/___/___ Verified by _____
- Fee Paid _____ on ___/___/___ Collected by _____
- Documentation Complete on ___/___/___ Verified by _____
- Architecture Board Approved on ___/___/___
- Board Approved on ___/___/___ Verified by _____