

**ARCHITECTURAL REVIEW APPLICATION**

**Lake Naomi Club  
122 Route 423, PO Box T  
Pocono Pines, PA 18350  
570 646-9191 Phone 570 646-5796 Fax**

**OWNER(S):** \_\_\_\_\_ **Date** \_\_\_\_\_

**PROPERTY LOCATION:** \_\_\_\_\_  
Address

**Property (Lot) Number** \_\_\_\_\_ **Member Number** \_\_\_\_\_

**HOMEOWNER'S MAILING ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_  
Email Address

**BUILDER/CONTRACTOR NAME:** \_\_\_\_\_  
Mailing Address & Phone Number: \_\_\_\_\_  
\_\_\_\_\_

**ARCHITECT'S NAME:** \_\_\_\_\_

**TYPE OF CONSTRUCTION (Check One):**

**HOUSE** \_\_\_\_\_ **ADDITION** \_\_\_\_\_  
**DECK** \_\_\_\_\_ **DOCK** \_\_\_\_\_  
**OTHER** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**THE FOLLOWING ARE REQUIRED AS PART OF THE APPROVAL PROCESS:**

**A. CERTIFIED PLOT PLAN:**

THIS MUST BE PREPARED OR APPROVED BY A PENNSYLVANIA LICENSED LAND SURVEYOR OR ENGINEER. THE PLOT PLAN MUST SHOW THE SIZE AND LOCATION OF THE SWELLING AND OTHER EXTERIOR COMPONENTS (DRIVEWAY, EXISTING WATER COURSES, WELL, SEPTIC SYSTEM, 940 SEWAGE ASSOCIATION CONNECTION) IN THEIR PROPOSED LOCATIONS, THEIR EXACT RELATION TO THE LOT AND STREET LINES, THE EXISTING GRADE OF THE LOT, AND ANY EXISTING DRAINAGE FEATURES ON THE LOT. FRONT, REAR AND SIDE SETBACKS AND EASEMENTS MUST BE SHOWN. THE PLOT PLAN MUST BE NO OLDER THAN 3 YEARS OLD.

**B. ARCHITECTURAL QUALITY BUILDING PLANS & BUILDING SPECIFICATIONS:**

THIS MUST SHOW THE FLOOR PLANS, ENTIRE ELEVATIONS OF HOME/ADDITION, AND INDICATING EXISTING AND PROPOSED GRADE LINES, INCLUDING DIMENSIONS, TOTAL SQUARE FOOTAGE OF HOME, HEIGHT OF HOME.ADDITION TYPE OF EXTERIOR MATERIALS, AND ALL PROPOSED EXTERIOR LIGHTING. SAMPLES OF COLOR SCHEME FOR SIDING, TRIM, AND SHINGLES ARE TO BE SUBMITTED AT TIME OF APPLICATION AS WELL AS LIGHTING FIXTURE CUT SHEETS.

**C. TOWNSHIP BUILDING PERMIT (If needed)**

THIS MAY BE OBTAINED FROM THE TOWNSHIP AFTER THE ARC IS PRESENTED WITH THE APPLICATION AND PLANS, BUT NO FINAL APPROVAL CAN BE GRANTED WITHOUT THIS PERMIT.

**D. CONTRACTOR CERTIFICATE OF INSURANCE**

**E. FEES:**

- A. HOUSE: \$500
- B. DECK OR DOCK \$150
- C. ADDITION: BASE FEE OF \$100 PLUS 25 CENTS PER SQUARE FOOT
- D. GARAGE BASE FEE OF \$100 PLUS 25 CENTS PER SQUARE FOOT

**THE FOLLOWING ARE REQUIRED FOR FINAL APPROVAL BY THE ARC:**

**A. STAKING OF HOUSE AND SEPTIC SYSTEM AS PROPOSED AND MARKED WITH YELLOW TAPE THE TREES PROPOSED TO BE REMOVED. CALL FOR AN INSPECTION BY AN ARC INSPECTOR. THE PERMIT WILL BE ISSUED UPON COMPLETION OF THE INSPECTION AND SIGNING OF THE LOT OWNERS' AND BUILDERS' AGREEMENT.**

**B. PROPOSED LANDSCAPING PLAN**

THE PLAN IS TO BE SUBMITTED A MINIMUM OF SIX (6) WEEKS PRIOR TO COMPLETION OF THE HOME/ADDITION. FINAL LANDSCAPING SHALL BE COMPLETED AS SOON AS POSSIBLE AFTER COMPLETION OF THE EXTERIOR OF THE STRUCTURE. LANDSCAPE PLANS MUST INCLUDE RESTORATION OF BUFFER AREAS.

\_\_\_\_\_  
**OWNER'S SIGNATURE**

\_\_\_\_\_  
**CONTRACTOR'S SIGNATURE**

\_\_\_\_\_  
**DATE**

\_\_\_\_\_  
**DATE**