



Emerald Green Property Owners Association, Inc.
 P.O. Box 65 · 139 Old Sackett Road · Rock Hill, NY 12775
 Phone 845-796-2410 · Fax 845-796-2430 · Email egpoaoffice@yahoo.com

Application for New Dwelling Building Permission Certificate

In accordance with the Emerald Green Building Code

Property Owner/Applicant: _____ **Section/Block/Lot # 52** _____ - _____ - _____

E.G. Property Address: _____ **Local Phone #:** () _____ - _____

Mailing Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Social Security/Tax ID number of applicant: _____ **Other Phone #** () _____ - _____

RECEIPT #: _____
 (To be filled in by EGPOA)

INSTRUCTIONS

1. The applicant must have read the EGPOA Building Code to comply with all the requirements and regulations prior to completing this application.
2. This application must be fully completed in ink or typewritten and submitted in duplicate to the EGPOA Building Committee for review and approval prior to any site development. Submit original signed copies only. No photo-copies or faxes are accepted. \$300.00* Application review fee must accompany this application, made payable to EGPOA.
3. Supply a copy of the Town of Thompson approved Building Permit.
4. Provide information listed in Section C, (“WHAT IS REQUIRED TO GET A CERTIFICATE”), of the EGPOA Building Code.
5. Include three complete sets of working plans certified by a licensed professional engineer or architect completed in accordance with the requirement of the EGPOA Building Code.
 Include a proposed landscape plan.
6. The approved Building Permission Certificate and Town Permit must be displayed in a prominent location visible from the street prior to site development.
7. No premises may be used or occupied until the Town has issued a Certificate of Occupancy, with a copy supplied to EGPOA.
8. Provide a copy of the construction or sale contract.
9. **The approval of all new Building Permission Certificates is dependent upon confirmation from the Town of Thompson Sewer Department and the Emerald Green Lake Louise Marie Water Company that sewer and water service capacity is available to service the residence.**
10. **The applicant hereby acknowledges: a) receipt of the EGPOA Building Code (effective Sept, 20, 2003), By-Laws, and Renters Rules, b) an understanding of the requirement that the retail price of the herein-described dwelling must be a minimum of \$100 per square foot of habitable living space, plus the cost of land and landscaping, c) acknowledges that the progress of construction will be monitored to ensure compliance with the project’s design as approved by the EGPOA Building Committee and that the Association has unrestricted access to the building site, both interior and exterior, for its representatives, for purposes of conducting progress or final pre-occupancy inspection and insuring compliance with the EGPOA Building Code and d) acknowledges the requirement for a satisfactory final inspection by EGPOA prior to occupancy of the dwelling. If the applicant is a builder/developer building the dwelling for sale the applicant acknowledges that these requirements will be communicated to the buyer in writing prior to execution of a purchase contract.**

A. **Name of Builder/Contractor:** _____

Contact Representative: _____

Address: _____

Phone # _____ Fax # _____ Cell # _____

B. **Estimated Cost of Project** (excluding cost of land): \$ _____

C. **Project duration to completion** – approximate number of weeks: _____

D. **Are any variances needed to meet Town of Thompson or EGPOA Building Codes?**

Yes No

If yes, describe _____

E. **LOT INFORMATION**

1. Will fill be required? Yes No How many cubic yards? _____

2. Will additional trees, rocks or other natural features be altered for more than the basic area required to install the proposed buildings and driveway? Yes No

If yes, describe the reason for the excess clearance proposed:

F. **BUILDING INFORMATION: Supply samples where applicable**

1. Building footprint: _____ square feet. Habitable floor area: _____ square feet.

2. Highest point of structure as determined from EGPOA Building Code Sec. D-c-8: _____ ft.

3. Building exterior – describe materials and color(s) to be used, and supply sample.

4. Type of heating fuel: Oil* Propane** Electric/heat pump Other _____

*If oil, storage tank may be installed underground or in the interior of the premises in accordance with the EGPOA guidelines.

Where is the tank to be installed? Interior of Building Underground

Size of tank: _____ gals. Make/Model _____

Include a copy of the tank specifications with this application.

**If propane, the storage tank must be buried underground. Indicate on the plot plan the location of the storage tank showing distances from proposed building(s) and property lines.

What is the size of the storage tank? _____ gals.

5. Exterior trim color: _____

6. Roof color: _____

7. Foundation covering – describe materials and color(s) to be used. (Exposed maximum: 18” from grade)

G. OTHER INFORMATION

1. Will an accessory building be constructed? Yes No

If yes, show location on the site plan, showing distances from the property lines and proposed dwelling. What is its footprint? _____ ft. by _____ ft. Height? _____

2. What will the steps be constructed of? Front _____ Rear _____
Additional information _____

3. What will walkways be constructed of? _____

I have read the above instructions and the EGPOA Building Code and agree to comply with all applicable regulations.
(If applicant is not owner of property, attach statement from owner authorizing applicant to act on owner’s behalf.)

Signature of Applicant _____ **Print Name:** _____ **Date:** ___/___/___

Title: _____ (If applicant is a builder/developer signatory must be a corporate officer).

For EGPOA Use Only: (Do not write below this line)

Permit Fee \$ _____ Date Received _____ Date Recorded _____

Landscaping Deposit \$ _____ Date Received _____ Date Recorded _____

Approvals for variances granted by Town (if required) Yes No

Permit Approved Disapproved

If disapproved, reason: _____

By: _____ Date: _____

EGPOA Building Committee Member