



Office of the Code Enforcement / Building Inspector

Officer **Karl Von Hassel**
phone contact (845) 985-2411 Fax (845) 985-0188
internet access www.Denning.us
internet contact TownHall@Denning.us

Town of Denning
1567 Denning Road
PO Box 277
Claryville, NY 12725

Supervisor
David Brooks
(845) 985-2411

Town Clerk
Joy Ann Monforte
(845) 985-2411
FAX (845) 985-0188

C.E.O.
Karl von Hassel
(845) 254-4340
Fax (845)254-6005
Cell (845)332-3223

BUILDING PERMIT INSTRUCTIONS

Attached is the building permit application you requested. The owner or its agent of the property must sign all applications. We suggest that the owner read these instructions being completed.

1. Building permit posting notice **MUST** be displayed on building site and a copy of the required inspections is to be available for initialing by the inspector. We suggest that the Building Permit be placed in a plastic envelop before posting.
2. When an inspection is required, notify the Code Enforcement Officer.
- 3. If construction is started prior to obtaining a building permit, all fees will be doubled.**

WE MUST HAVE 72 HOURS NOTICE. Phone 845 254 4340

NO BUILDING PERMIT WILL BE ISSUED UNTIL ALL REQUIREMENTS LISTED BELOW HAVE BEEN FILLED.

4. Items to be submitted with Application.

- a. Complete permit application with good direction to the job site 911 or fire # or other direction.
- b. Appropriate fee. **(Check made out to the Town of Denning)**
- c. A Certificate of Insurance for Workman's Compensation and Disability must be attached to application Form # CE-200 or DB-120.1 or DB-155. **The old ACORD forms are not acceptable.**
How to obtain the new forms: online www.wcb.state.ny.us or any Workers Compensation Board district Office Albany 518 486-3349. And the forms shall be attached to the building permit application.
- d. Septic approval if needed.
- e. Truss Form
- f. A plot plan.
- g. Flood zone permit if needed.
- h. REScheck 4.6.3.0. Commercial COMcheck 4.0.5.3

5.) For Alterations, Site Build Dwellings and For Commercial (Including Shells)

Two (2) copies of plans and specifications including Floor plan. Also cross-section of the foundation bolts and footings for deck posts. A separate insulation schedule will be required REScheck 4.6.3.0. and Commercial COMcheck 4.0.5.3 All plans and specifications shall be in accordance with the State Education Law, Section 7307 and 7209. This law requires that the seal and signature of a licensed architect or professional engineer be affixed to all plans submitted except residential buildings, or to alterations costing under \$10,000. The authority conferred by such permit may be limited by conditions. Shall be submitted to the Code Enforcement Officer, one copy will be marked accepted and returned.

A permit will be issued when the application has been determined to be complete and when the proposed work is determined to conform to the specification and requirements of the Uniform Building Code. All plans shall be in accordance with the State Education Law.

Instruction (continued)

6.) Accessory Building. You must submit a complete set of plans and specification of proposed building or a sketch acceptable to the Code Enforcement Officer.

7) A REcheck 4.6.3.0. and all other information required to demonstrate compliance with the IECC of 2015 and the New York State – Energy Code Supplement of 2016.

8.) Required Documentation for Permits: Factory Manufactured Housing Single wide or Double wide.

- 1.) Please attach up to date Manufacture's Installation Manual.
- 2.) Foundations or Slab design by a NY State registered Engineer professional must be approved by the home's manufacturer
- 3.) Manufacture serial #, Model # and home build date
- 4.) Installer Certification # and Seller Certification #

FOR MANUFACTURED HOME OR MODULAR HOME YOU MUST NOTIFY THE CODE ENFORCEMENT OFFICIAL and HIGHWAY SUPERINTENDENT 48 HOURS BEFORE DELIVERY

The applicant shall notify the Code Enforcement Officer of any changes in the information contained in the application during the period for which the permit is in effect.

A building permit shall expire, one year from the date of issuance or upon the issuance of a Certificate of Occupancy (other than a temporary Certificate of Occupancy), whichever comes first. The permit may, upon written request, be renewed for successive one year periods provided that (1) the permit has not been revoked or suspended at the time the application for renewal is made, (2) the relevant information on the application is up-to-date; and (3) the renewal fee is paid.

A building permit may be suspended or revoked if it is determined that the work to which it pertains is not proceeding in conformance with the Uniform Code or with any condition attached to such permit, or if there has been a misrepresentation or falsification of a material fact in connection with the application for the permit.

Before a C/O or C/C can be Issued for a Modular Homes and site build Homes a Documentation of the ACH 50 test result is needed.

Before occupying any building a Certificate of Compliance or Certificate of Occupancy has to be obtained.

Listings of Proposed Work,

A. Nature of Proposed Work

**New Building
Addition
Alteration Exterior
Alteration Interior
Change of use
Relocation
New Oil / Gas Burner, Wood Stove or Fireplace**

**Double Wide
Modular Home
Garages, Carport
Storage Shed
Swimming Pool
Demolition**

B. Construction Class

**Type I - Fire Resistive
Type II - Noncombustible
Type III - Ordinary Group E Educational
Type IV - Heavy Timber
Type V – Frame**

C. Occupancy or Use Classification

**Group A-1 thru A-5 Assembly
Group B Business
Group F-1 thru F-2 Industrial
Group H-1 thru H-4 High Hazard
Group I-1 thru I-4 or C6 Institutional
Group M Mercantile
Group R-1 Multiple-Dwelling Hotel/Motel
Group R-2 Multiple-Dwelling Apartments
Group R-3 One-Family and Two-Families
Group R-3 Dwelling, Adult Residence
Group R-4 Multiple-Dwelling Senior Citizen
Group S-1 thru S-2 Storage
Group U Miscellaneous**



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TOWN of DENNING BUILDING PERMIT APPLICATION FORM

FOR OFFICIAL USE ONLY

Date Received: _____ Date Issued: _____ Date Refused: _____ Building Permit # _____

Reason for Refusal: Article: _____ Section: _____ Part: _____ Fee \$ _____

Culvert: Yes No Size Quantity: _____ Bldg. Style: _____ Structure Code: _____

Date _____ Tax Map # _____

1.) Permit Applicant: _____ Phone: _____

Address: _____

E-Mail Address: _____

4.) Location of Property: _____

5.) NYS Licensed Professional who drawn the plans being submitted in support of this application () RA () PE

Name: _____ Phone # _____

Address: _____

6.) Contractor: Name: _____ Phone # _____

Address: _____

Wages are being paid for performance of work () Yes () No
if yes, name of insurance carrier for Worker's Compensation and Disability benefits:

Certificate of Insurance Attached: Yes () No () N/A ()

6.) Nature of Work: () new Building () Addition () Alteration () Change of Use

Describe proposed used of facility _____

cost of new construction or addition: \$ _____ cost of alteration: \$ _____

Town of Denning Building Permit Application Form [cont.]

Construction Classification_____ Occupancy or use Classification_____

Building size_____ No of Bedrooms___ Square footage 1st floor_____ 2nd floor_____

Basement size_____Type of footing_____ Type of Foundation _____

8.) Site Information: Flood plain: yes () no () Wetland: yes () no ()

A. Water Supply: Municipal () Existing Well () New well () Attach well log

B. Sewage: Disposal System: () Municipal Sewer () Septic system () Attach health department or DEC approval

9.) Setbacks Hamlet District Front 25 feet side 20 feet rear 40 feet

Setbacks Rural District Front 40 feet side 25 feet rear 50 feet

Setbacks Front _____ feet side _____ feet rear _____ feet

10.) Double / single wide Home only: Manufacturer's Specification attached and Installation manual Yes []

Serial # _____ Model# _____

HUD # _____ Year _____

Installer Certification #: _____ Seller Certification #: _____

The undersigned hereby makes application for a **Building Permit** pursuant to those provisions of the Code of the Town of Denning, Ulster County, the State of New York, and agrees to comply with said ordinance and all other laws, regulations, and requirements of the Town of Denning and the State of New York, and agrees to permit the Town of Denning Code Enforcement Officer or his agent to enter upon the premises without a warrant, for the purpose of inspection.

11.) FOR ANY MANUFACTURED HOME OR MODULAR YOU MUST NOTIFY HIGHWAY SUPERINTENDENT 48 HOURS BEFORE DELIVERY

Must apply for a Certificate of Compliance or Certificate Occupancy upon completion

Signature of Applicant.

Date



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**NOTICE OF UTILIZATION OF TRUSS TYPE CONSTRUCTION,
PRE-ENGINEERED WOOD CONSTRUCTION AND/OR TIMBER CONSTRUCTION IN
RESIDENTIAL STRUCTURES**
(In accordance with Title 19 NYCRR PART 1265)

Owner Name: _____

Physical Address: _____

Tax Map #: _____ Phone #: _____

PLEASE TAKE NOTICE THAT (check each applicable line):

- New Residential Structure Addition to Existing Residential Structure
- Rehabilitation to Existing Residential Structure

**TO BE CONSTRUCTED OR PERFORMED AT THE SUBJECT PROPERTY REFERENCE ABOVE WILL
UTILIZE (check each applicable line):**

- Truss Type Construction (TT) Pre-Engineered Wood Construction (PW) Timber Construction (TC)

IN THE FOLLOWING LOCATION(S) ((check each applicable line)

- Floor Framing, Including Girders and Beams (F) Roof Framing (R)
- Floor Framing and Roof Framing (FR)

Sign/symbol will be placed () on or near outdoor electric meter box () other location (specify)

I certify that the statements herein are true to the best of my knowledge and belief.

Signature of Applicant: _____

Print Name: _____ Dated: _____

Capacity: (check one) Owner

Owner's Representative

PLOT PLAN

Show location of proposed building and distances to all property lines. Portion of building facing the road shall be the front.

APPLICATION FOR SITE PLAN REVIEW

Town of Denning

Owner: _____ Plans drawn by: _____

Address: _____ Address: _____

Phone #: _____ Phone #: _____

E-Mail: _____

New building Yes No Exterior addition Yes No Site change Yes No

Proposed use of site: _____

Site location: _____

Setbacks Front _____ feet side _____ feet rear _____ feet

Tax map description:

Map # _____ Block _____ Lot _____ Acreage _____

Permits needed:

Federal Yes No State Yes No County Yes No Local Yes No DEP. Yes No Flood plain Develop. Yes No

Anticipated construction time: _____

Will construction/development be staged Yes No

Anticipated increase in bedrooms: _____

Anticipated future improvements: _____

Is site compatible with neighboring uses? _____

Date submitted to Zoning Board: _____

Statement of Compliance

I agree to comply with the regulation stated in the Town of Denning Zoning Law in all future addition, improvements and changes to my property.

Applicant

Date

Town of Denning

Ulster County N.Y.12725

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Information of Septic System

No Building Permit will be Issued until this completed form is submitted to the Code Enforcement Officer

Effective May 1 1997 the New York City Bureau of Water Supply has adopted new regulation concerning septic System. Two deep test pits and percolation test are required to assure that a safe system can be installed. In some cases an alternative system may be required.

The Town of Denning will not issue any Certificate of Occupancy until it has received an acceptable septic report from the Bureau of Water Supply, regardless of the fact that a building permit was issued.

It is strongly recommended that you contact the NYCDEP – 845-334-7124 or Ulster County DOH 845-340-3150 before starting construction.

Name & Address of Owner:

Tax Map #

Signature of Owner:

Sworn to me before:

This _____ day of _____ 20 _____

Notary Public

TOWN OF Denning

Contact Persons

Town Clerk.

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Claryville NY 12725
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FAX(845) 985-0188

Supervisor.

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Fees to be sent with application to Code Enforcement Officer

CEO/ZEO
Karl Von Hassel
524 County Hwy 3
Halcott Center.N.Y.12430
(845)254-4340
Fax: (845)254-6005
Cell (845) 332-3223
E-Mail hund65@gmail.com

ZBA appeal

Mark Boncek
845 985 7288

Planning Board.

Joe Sibiga (845) 985-2125

Town Board

Electrical Inspectors.

Malcolm Fairlie [845] 254-4290
Common Wealth Inspection (845) 586-2430
Fax (845) 586-1629
Swanson Consulting (845) 496-4443

Assessor

Mike Sommer
28 Cooper Str
Accord NY 12404
(845) 626-4342