

Town of Denning

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BUILDING & ZONING DEPT.

1567 Denning Road / PO Box 277

Claryville, NY 12725

Website: www.denningny.gov

Code Enforcement Officer: Miguel Martinez Riddle

Phone : (845) 366-9900 / Fax : (845) 985-0188

Email : ceo@denningny.gov

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 before the application is 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. We must have 72 hours' notice
- 3.) **If construction is started prior obtaining a building permit, all fees will be doubled.**
- 4.) **No permit for Demolition, Alteration and Renovation for buildings build before 1974 will be issued until an asbestos abatement has been done.**

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

5.) Items to be submitted with Application (please note: d. Septic Approval and g. Flood Zone Permit are required before applying for a permit)

- a. Complete permit application with good directions to the job site 911# or other directions.
- 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:
<https://www.ulstercountyny.gov/Departments/Health/Environmental-Health-Division/Water-Wastewater-Regulation/Sewage-Disposal-Systems>
- e. Truss Form - f. A plot plan - g. Flood zone permit if needed

6.) For Alterations, Site Built Dwellings, Accessory Structures and For Commercial (Including Shells,) Two (2) copies of plans and specifications including Floor plan. A separate insulation schedule will be required REScheck 4.7.1. and Commercial COMcheck 4.1.4 and all other information required to demonstrate compliance with the NYSBC of 2025. 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 alterations costing under \$10,000. The authority conferred by such permit may be limited by conditions. As per NYS Industrial Code Rule 56, an asbestos survey is required for all renovation, remodeling, repair and demolition of all interior and exterior building materials. Which were constructed prior to 1974, are subject to surveys/inspection for asbestos, prior to commencement of construction or demolition work.

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.

Town of Denning Building Permit Application Form [cont.]

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

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

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 stick build Homes a Documentation of the ACH 50 test result is needed. Before occupying any building, a Certificate of Compliance or Certificate of Occupancy must be obtained.**

Listings of Proposed Work:

A. Nature of Proposed Work

New Building	Double Wide
Addition	Modular Home
Alteration Exterior or Interior	Garages, Carport
Storage Shed	Swimming Pool
Change of use	Demolition
Relocation of Structures	
New Oil / Gas Burner, Wood Stove or Fireplace	

B. Construction Class (Type)

Type I - Fire Resistive
Type II - Noncombustible
Type II - Noncombustible
Type III - Ordinary
Type IV - Heavy Timber
Type V - Frame

C. Occupancy or Use Classification (Group)

A-1 Theaters
A-2 Bars
A-3 Community Hall
A-4 Arenas
A-5 Stadiums
B- Banks
E- Day Care
R-1 Multiple-Dwelling Hotel/Motel
R-2 Multiple-Dwelling Apartment
R-3 One-Family and Two-Families
R-4 Multiple-Dwelling Senior Citizen
I-1 thru I-4
U- Miscellaneous