



**Planning Department**

<u>Director of Planning</u>	<u>Ray Burger</u>
<u>Code Enforcement Officer</u>	<u>David Sprout</u>
<u>Code Enforcement Officer</u>	<u>Shelley Knickerbocker</u>
<u>Zoning Officer</u>	<u>Ray Burger</u>
<u>Stormwater Manager</u>	<u>David Sprout</u>
<u>Administrative</u>	<u>Joy Foster</u>

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 Dryden, NY 13053  
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**Deck Permit Application**

DO NOT FILL IN SHADED SECTIONS

Date: \_\_\_\_\_ Tax Parcel #: \_\_\_\_\_ Zoning District: \_\_\_\_\_

**(COMPLETE)**

**Project Address:** \_\_\_\_\_

Project Description: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Estimated project cost: \_\_\_\_\_

Principal Use: Residential \_\_\_\_\_ Commercial: \_\_\_\_\_ Other: \_\_\_\_\_

Permit(s) Required:  Building  Zoning  Special Use  Site Plan Review  Subdivision  Pool  
 Heating  Demolition  Pre-built Shed  Deck

**Permit Application - Contact Information**

*Owner - Print name:* \_\_\_\_\_

*Owner Signature required & dated:* \_\_\_\_\_

**COMPLETE MAILING address, PRINT:** \_\_\_\_\_

E-mail: \_\_\_\_\_ Telephone No: \_\_\_\_\_

**Agent / Applicant - Print**

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_ Telephone No: \_\_\_\_\_

**General Contractor:** \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Electrical Contractor: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

E-mail: \_\_\_\_\_ Telephone No: \_\_\_\_\_

Note: The Town of Dryden will keep your contact information private.

If there are any questions or concerns regarding the application procedure, you may call the Planning Department for clarification 844-8888 ext. 216 daily 8:00 am – 4:30 pm M-F except holidays or by appointment.

For help designing a Code compliant deck please visit the American Wood Councils website at [www.awc.org](http://www.awc.org) scroll down to decks, click on more info., look for DCA 6, download full pdf.

### **Building Permit Information**

Type of Construction: Wood \_\_\_\_\_ Steel \_\_\_\_\_ Masonry \_\_\_\_\_ Other \_\_\_\_\_

Number of Stories \_\_\_\_\_

Type of structure deck will be attaching to:

Site-built: \_\_\_\_\_ Modular: \_\_\_\_\_ Manufactured: \_\_\_\_\_

Project Cost: \_\_\_\_\_

### **Zoning Permit Information**

**Zoning Permit Needed?** \_\_\_\_\_

Zoning District: \_\_\_\_\_, Subdivision Plat: \_\_\_\_\_, Lot Area: \_\_\_\_\_

Zoning Use: \_\_\_\_\_

Other Permit(s) Required: Special Use, Site Plan Review, Sign: \_\_\_\_\_

#### **ZONING COMPLIANCE**

Site Plan: Please complete the Site Plan Worksheet

Principal Use: \_\_\_\_\_

New or Change of Use: Y/N      Zoning Permit Required (New use and building)? \_\_\_\_\_

Required Setbacks: Front \_\_\_\_\_ Side \_\_\_\_\_ Rear \_\_\_\_\_ Frontage \_\_\_\_\_

Does this project comply with Zoning Regulations? Y/N

Project cost: \_\_\_\_\_

Building Permit Approved \_\_\_\_\_ Building Permit Denied \_\_\_\_\_

Under Section \_\_\_\_\_ (of the NYS Building Code)

Signature of Code Enforcement Officer \_\_\_\_\_ Date \_\_\_\_\_

Zoning Permit Approved \_\_\_\_\_ Zoning Permit Denied \_\_\_\_\_

Building Permit # \_\_\_\_\_ Zoning Permit # \_\_\_\_\_

## Permit Application Worksheet – Site Plan Sketch Worksheet

In the space below, or on an attached plan, please provide a simple site plan sketch showing the proposed and existing structures (building, garage, fence etc.) as well as any wells and septic systems, or water and sewer lines. You may show the information on a copy of a survey or tax map as long as it is accurate. You are encouraged to write a description of what you want to do in a letter to accompany the drawing, or on the drawing itself.

***Please show the following as they apply to your project (see Zoning Section 1102):***

- The lot, dimensions and features including road frontage.
- Location of proposed and existing structures, parking areas, stormwater management and other features as applicable.
- All existing and proposed driveway & road cuts.
- Topographical features (hills, ravines, etc.) and proposed changes.
- **Yard dimensions and setbacks** including nearby streets, buildings, rights of way and easements within 500 or so feet and names of adjoining property owners.
- Waterbodies and wetlands.
- Water and Sewer Facilities, and/or Well and Septic Facilities.
- Utilities (power lines, phone lines, gas lines etc.),
- Scale (estimate okay)
- North arrow



# Notices and Disclaimers – Signature Required

## 1.) Right to Farm Law

### Be advised:

*“This property may border a farm, as defined in Town of Dryden Local Law #1 of the year 1992, a Local Law known as “Right to Farm Law.” Residents should be aware that farmers have the right to undertake good or acceptable farm practices which may generate dust, odor, smoke, noise, and vibration.”*

**Amendment #12, Local Law #1 of 1992, “Right to Farm Law”** Adopted by Dryden Town Board July 14, 1992, Resolution #130. Local Law #1 of 1992. Effective July 20, 1992.

### Enforcement

The Town of Dryden will strictly enforce all requirements and regulations of both the N.Y.S. Building & Fire Prevention Code and the Town of Dryden Zoning Ordinance. The following is the general policy of the Town of Dryden Planning Department.

- 1) No Building Permits will be issued to any applicant until such time that all other required permits, certificates, and documents have been submitted to this office and found to be acceptable and complete.
- 2) No Public Hearings or Town Review will be scheduled for any purpose until this office has reviewed and found that all application and supporting documents are accurate and complete.
- 3) If at any time prior to the issue of an above permit or authority to proceed has been granted, it is found that construction or occupancy has begun or taken place, the violator, and property owner may be prosecuted in a court of law.
- 4) If after permits have been issued a permit holder takes occupancy, opens its doors to the public or uses a permitted device without obtaining a Certificate of Occupancy or Certificate of Compliance, the holder of that permit may be prosecuted in a court of law.
- 5) The Town of Dryden will not tolerate a violation of either the Dryden Town Zoning Ordinance or the New York State Building and Fire Prevention Code. Action will be taken against all violators.
- 6) **Inspections are required** per inspection sheet. A **mandatory final inspection** is required from the Town of Dryden Code Enforcement Officer, to close out permit and to allow use. Permits expire one year from date of issue and will need to be renewed by applicant and a fee of one-half of the permit fee at time of issue will be due. Demolition permits expire six months after issue.

### Fees

- 1) FEES MUST BE SUBMITTED WITH THIS APPLICATION
- 2) You are responsible for complying with these terms and conditions.
- 3) All plans that are for Commercial Use or are more than 1500 Sq. Ft. of usable space in single-family construction must be stamped by a N.Y.S. Licensed Architect or Engineer as to code and construction compliance.

### Signature required.

**By signing you agree that you have read and understand and will be responsible for issued permits.**

**Owner or responsible party signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Print name:** \_\_\_\_\_