NOTICE OF INTENT TO CONSTRUCT, ENLARGE, OR CONVERT, FOR OCCUPANCY

INSTRUCTIONS

The following are some of the types of properties (facilities) regulated by the State Sanitary Code that require a permit to operate from the local health department office:

- Swimming pools
- Bathing beaches
- Hotels
- Motels
- Cabins or bungalow colonies
- Campgrounds
- Travel trailer parks
- Children’s camps
- Migrant and other camps
- Mobile home parks

The following changes, modifications or construction are required to be reported to the local health department office:

1. A new building or facility to be built;
   - An existing building or facility to be enlarge or remodeled;
   - An existing property that is not a regulated facility is to be converted to a regulated facility, With or without remodeling;
   - The addition to or modification of any system serving the facility (examples: water supply system, sewage treatment system or fire alarm and detection system);
   - Any combination of the preceding.

2. Any changes that will or may increase water consumption or the volume of sewage requiring treatment, or both. In reporting such changes, list the number, if any of the new fixtures/facilities (examples: bedrooms, dining or seating capacities, toilet fixtures, lavatories, showers/bathtubs, dishwashing facilities, swimming pools and/or camping, travel trailer or mobile home sites).

For your information, the following are some of the permits that may required before you proceed:

- Construction Permit (Uniform Fire Prevention and Building Code);
- Certificate of Occupancy (local zoning);
- State Pollution Discharge Elimination System (SPDES) – Article 17 of the State Environmental Conservation Law, if applicable.

This form must be returned to the Orange County Department of Health 30 days prior to the date of the proposed construction, enlargement, or conversion.
(Note: only 15 days notice is required for a temporary residence.)

This notice may have to be supplemented by such further information, plans or specifications as may be required by the Orange County Department of Health. Plans or specifications shall be approved by the Orange County Department of Health prior to commencement of any such construction, enlargement, development, improvement or conversion.
**NOTICE OF INTENT TO CONSTRUCT, ENLARGE, OR CONVERT, FOR OCCUPANCY OR USE A**

NEW YORK STATE DEPARTMENT OF HEALTH
Bureau of Community Sanitation and Food Protection

(Facility Type)

Please read instructions on page 2 before completing form

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To: Orange County Department of Health  
124 Main St.  
Goshen, N.Y. 10924

Sir/Madam: Notice is hereby as required by the State Sanitary Code, regarding the following property;

<table>
<thead>
<tr>
<th>County:</th>
<th>Town, Village or City</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

_____ New ____ Renovation ____ Conversion  
Are plans attached? ___ Yes ___ No

Detailed Location (e.g., road, street, building number, distance from well known point):

The property is, or will be known as:

The property is, or will be used as:

<table>
<thead>
<tr>
<th>Name of Owner:</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name of Operator:</th>
<th>Address</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

It is proposed to (describe in detail; use additional sheets if necessary):

The following permits or approvals for the proposed construction, enlargement or conversion have been applied for or received:

<table>
<thead>
<tr>
<th>Name of the local code enforcement officer for facility:</th>
<th>Address:</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature: ___________________________  
Date: ___________________________

[ ] Owner  [ ] Operator  [ ] Other connection with the property

<table>
<thead>
<tr>
<th>Mailing Address:</th>
<th>Telephone: ( )</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

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