

554 Temple Hill Road, New Windsor, New York 12553 P: 845.565.0055 F: 845.565.6622 E: info@minutaarchitecture.com

Narrative

To: NYS DOS Division of Code Enforcement and Administration One Commerce Plaza 99 Washington Avenue Albany, NY 12231-0001

From: Joseph J. Minuta, RA
CC: File, Owner
Via: Delivery- Fed Ex
Pages: 1 of 2
Date: May 23, 2018
Re: 17 Sycamore Drive Newburgh NY 12550, S-B-L: 59-1-1

Dear Sirs:

The project is located in the Town of Newburgh jurisdiction, Orange County, State of New York and is in an "R-2" Zoning District

The existing residence is a split level single family residence which was built in 1965. This is a 2 story structure with an upper level and a lower level. The owners (The Loupe's) purchased the property in 1970 with a purportedly finished lower level. Additions were done to the residence in 1980. Modifications were done to the residence over the years as the home owner who was a military veteran had to have his legs amputated. To accommodate the owner, the lower level was modified to make it accessible for him. Unfortunately, at the time of construction, these modifications were done without a building permit. Our objective is to help the home owner comply with any necessary and/or required sections of the residence that are not in compliance. The current owner Mrs. Carol Loupe is seeking to take care of the required non compliance issues.

The current owner Mrs. Carol Loupe has complied with the requests of the Town of Newburgh Building Code Compliance Department to correct any and all violations relative to her property brought to her attention by the Town of Newburgh Code Compliance Department. The owner has retained Minuta Architecture, PLLC to address these violations.

The owner seeks relief in the form of a ceiling height variances and a header variance for existing conditions. The ceiling height per the building code at the time of construction was 7'-6'' (Referenced section 762.2 of the Title 9 code book). There are (2) areas of concern at the residence in regards to the finished ceiling height. The kitchen labeled summer/ kosher kitchen at the lower level and the enclosed porch at the upper level. (See attached floor plans). The kitchen at the lower level currently has a ceiling height of 6'-10'' +/- and the enclosed porch at the upper level has a sloped ceiling which has a finished ceiling height of 7'-3'' at the high side and 7'-0'' finished dimension at the low side. Also at the lower level kitchen there is a low header leading from the kitchen to the Den which measured from the bottom of the header to the finished floor is only 6'-0''. This requirement at the time of construction was 7'-0'' (Referenced section 762.1 of the Title 9 code book). The kitchen was purportedly modified in 1988 to accommodate Mr. Loupe (Now deceased).



Please review our NY State application for variance attached. This application has been completed with the assistance of Mr. Robert Smith of 'Valley Inspections Plus'. Mr. Smith is a retired New York State code compliance specialist for New York State department of state codes division based in the Kingston Regional office.

Additionally, we have hand delivered a copy of this narrative, NY State variance application, and the code enforcement official variance questionnaire to Town of Newburgh code compliance department located at 308 Gardnertown Road, Newburgh NY 12550.

Respectfully Submitted, Joseph J. Minuta, RA, AIA, NCARB, CACB NYS Codes Certified





TOWN OF NEWBURGH _____Crossroads of the Mortheast _____

Zoning Board Of Appeals Old Town Hall 308 Gardnertown Road Newburgh, New York 12550

PROXY

Carole, Loupe , DEPOSES AND SAYS THAT
HE/SHE RESIDES AT
IN THE COUNTY OF Orange AND STATE OF New York
AND THAT HE/SHE IS THE OWNER IN FEE OF
17 Sycamore Dr., New Windsor NEW Bungh 12550
WHICH IS THE PREMISES DESCRIBED IN THE FOREGOING APPLICA-
TION AND THAT HE/SHE HAS AUTHORIZED Joseph Minuta
TO MAKE THE FOREGOING APPLICATION AS DESCRIBED THEREIN.
DATED: 5-15-18 Carole L'Loupe.
OWNER'S SIGNATURE
Jebes Deuro
WITNESS' SIGNATURE
FLORIDA Saraso tu STATE OF N EW YOR K: COUNTY OF ORANGE :
SWORN TO THIS 15 DAY OF MCL 2018
Notary Public, State of Florida Commission# GG 174673 My comm. expires Jan. 11, 2022

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Building Standards and Codes

New York State Department of State Division of Building Standards and Codes One Commerce Plaza 99 Washington Avenue, Suite 1160 Albany, NY 12231-0001 (518) 474-4073 Fax: (518) 474-5788 www.dos.ny.gov

Application for Variance or Appeal

USE THIS FORM TO APPLY FOR A VARIANCE FROM SPECIFIC REQUIREMENTS OF THE NY STATE UNIFORM FIRE PREVENTION AND BUILDING CODE, OR TO APPEAL A LOCAL DETERMINATION OF SAME. FILING INITIATES A LEGAL PROCESS REGULATED BY 19 NYCRR 1205.

All fields marked with * must be completed in order for this form to be submitted.

All Completed Applications must:

- Be mailed/e-mailed to the appropriate Regional Office, not Albany Central Office
- Be signed. Unsigned applications will be returned
- Include any additional plans or documentation needed to support your request (checklist enclosed)
- Include (2) copies of the application and any additional documentation.

PART 1 – GENERAL INFORMATION

PART 2 - ADDITIONAL REQUIRED CONTACT INFORMATION

PART 3 - MINIMUM BUILDING INFORMATION

PART 4 - APPLICABLE BUILDING CODE RELIEF REQUESTED

PART 5 - SUBJECT OF THE PETITION

PART 6 - DOCUMENTS

PART 7 - FILING AND SIGNATURE

PART 1 - GENERAL INFORMATION

PETITION NO:	
ROUTINE VARIANCE	
BOARD VARIANCE	
BOARD APPEAL	

(FOR OFFICE USE ONLY)

PETITIONER Name: * Lorie D	. Mehrhof	8 Challen and Angel Challen and Angel Challen in the Challen and Challen		dalah (an fan siya sa an
(Check one)	C Agent	Architect or Engineer	Attorney	Other (specify)
Company Name/ Title: *			NN	
Mailing Address (number and s	street, city, state, zip code: *	36 Scenic Ridge Rd, New Paltz NY	12561	
Telephone:* <u>845-255-7335</u>	Ema	il Address: *emehrhof@aol.com		
PROPERTY City Tow	n DVillage of Newburgh	County o	_f Orange	
Street Address:* 17 Sycamor	re Drive	County o Zip Code	e: 12550	
Property Name: (if applicable				
OWNER (if other than Petiti	ioner) *		ENT OFFICIAL*	
Name:		Name: Gerald Canfie	eld	17 Takatan dalamban dan semala mala mala mala maja mangan yang dan yang mangan kata dan sang dan yang dan sang
Street Address:		Street Address: 308	Gardner Town Ro	ad
City:	State:Zip:	City: Newburgh	State:_ ^{N`}	Y Zip:
Telephone:_()		Telephone: (845	564-7801	
Email:		Email: codecomplian	ce@thetownofnew	/burgh.org

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Application for Variance or Appeal

ARCHITECT OR ENGINEER Name:Minuta Architecture, PLLC	FIRE MARSHAL OR INSPECTOR Name: Gerald Canfield, Building Inspector
Street Address: 554 Temple Hill Rd.	Street Address: 308 Gardnertown Rd
City: New WindsorState: NY Zip: 12550	City: <u>Newburgh</u> State: N Zip: 12550
Telephone: (845) 565-0055	Telephone: (845) 564-7801
Email: jjm@minutaarchitecture.com	Email: codecompliance@thetownofnewburgh.org
IRE DEPARTMENT CONTACT PERSON	OTHER INTERESTED PERSON OR ORGANIZATION
Jame: Tony Weed, Winona Lake Engine Comp. 2	Name:ZBA, Code Compliance
Street Address: 160 South Plank Rd.	Street Address: 308 Gardner Town Road
y: NewburghState: NY _Zip: 12550	City: <u>Newburgh</u> State: <u>NY</u> Zip: ¹²⁵⁵⁰
elephone: (845) 561-1151	Telephone: (845) 564-7801
mail:	Email:

PART 3 - MINIMUM BUILDING INFORMATION*

Occupa	ncy Classifi	ication: (check all that apply for mixed use buildings)	
	Assembly	□ A-1 □ A-2 □ A-3 □ A-4 □ A-5	
	Business	□ B	
	Educational		
	Factory Hazardous	□ F-1 Moderate Hazard □ F-2 Low Haza □ H-1 □ H-2 □ H-3 □ H-4 □ H-5	ard
	Institutional		
	Mercantile		
	Residential		Family Dwelling
	Storage	S-1 Moderate Hazard S-2 Low Haza	
	Utility		
	Other	☐ (specify):	
Constru	iction type:	(If more than one is applicable, specify where each occur Consult the building code or your local Code Enforcemer	
	Π	Type IA - Fire resistive	Type IIIA - Ordinary - Protected
		<u>Type IB - Fire resistive</u>	Type IIB - Ordinary - Unprotected
		<u>Type IIA - Non-combustible – Protected</u>	Type IV - Heavy timber
		<u>Type IIB - Non-combustible - Unprotected</u>	Type VA - Wood Frame – Protected
Height/S	Stories & Ar Height in Fe	rea: 27'-0" +/- eet:	Type VB - Wood Frame - Unprotected
	Number of	stories above a Basement:	
	Total Floor	Area of Largest Story (gross square feet): 2190 +/-	(include any attic spaces)
		of entire building (gross square feet; include any basement	araap): 3780 +/-

Application R	or Variance or App	peal
<u>PART 3 – MINIMUM E</u>	BUILDING INFORMATION (c	continued):*
Project Type: New Building Addition to Existing Repair Alteration Level 1 Alteration Level 2 Alteration Level 3 Change of Occupan Other Existing cond	су	Permit/Compliance Status: Image: Building Permit Application Date: 09 / 26 / 17 Image: Building Permit Date: // Image: Building Permit Date: //
□ Work Completed <u>PART 4 – APPLICAB</u>		F REQUESTED * (check any that apply) ade – Applicable 1/1/1984 to 12/31/2002
□ Title 19 - Uniform F □ Part 1220 □ Part 1224	ire Prevention and Building C	Code – Applicable 1/1/2003 to present t 1221 Building I Part 1222 Plumbing I Part 1223 Mechanism t 1225 Fire I Part 1226 Property Maintenance
	Supplement – Applicable 10/	103/2016 to present
		No. of Dwelling UnitsYear Built
	OF THE PETITION (appeal a	nd/or variance, both may be requested)
<u> PART 5 – SUBJECT (</u>		
		Appeal Appeal/Variance
<u>Check One</u> * On the chart below, lis	Variance	which are the subject of your application. Use a separate sheet if necessary.
Check One * On the chart below, lis CODE SECTION(S)	Variance	hich are the subject of your application. Use a separate sheet if necessary.
<u>Check One</u> * On the chart below, lis	Variance	which are the subject of your application. Use a separate sheet if necessary.
Check One * On the chart below, lis CODE SECTION(S)	Variance	hich are the subject of your application. Use a separate sheet if necessary.

Application for Variance or Appeal

VARIANCE*

To be eligible for a variance you must document which of the following apply:

Strict compliance with sections above would entail practical difficulties, unnecessary hardship or would otherwise be unwarranted because such (check the statements that apply and provide appropriate documentation):

▣ 1.	would create an excessive and unreasonable economic burden;	Reasons are attached in EXHIBIT
∎2.	would not achieve its intended objective;	Reasons are attached in EXHIBIT
□ 3.	would inhibit achievement of some other important public policy;	Reasons are attached in EXHIBIT
∎4.	would be physically or legally impracticable;	Reasons are attached in EXHIBIT
■5.	would be unnecessary in light of alternatives which, without a loss in the level of safety, achieve the intended objective of the code;	Reasons are attached in EXHIBIT
E 6.	would entail a change so slight as to produce a negligible additional benefit consonant with the purpose of the code.	Reasons are attached in EXHIBIT 5

APPEAL

An appeal is a request for a Board of Review to review any order or determination or the failure within a reasonable time to make any such order or determination by a Code Enforcement Official. Describe the order or determination and explain specifically why you believe the order or determination; or failure to act is incorrect, improper or otherwise unwarranted. This should include specific explanations relative to code sections cited.

A. An order or determination or the failure to make said order or determination in a timely fashion; or the failure to issue a permit or other document in a timely fashion is appealed. A copy of the order or determination is attached as EXHIBIT ______. Briefly describe the order or determination (additional sheets may be used if necessary)

B. Attached as **EXHIBIT** are reasons why the order or determination should be reversed or modified or why other relief should be fashioned so as to do justice among the parties.

Application for Variance or Appeal

PART 6 - DOCUMENTS

<u>Required Documents:</u> (supplemental to the petition form)

Summary: Describe the project, present conditions, proposed work, details of the appeal and/or variance requests along with support of the grounds for relief you checked above.

Site Plan: Indicate size and location of all structures on the premises (if applicable).

Building Plans: Drawings in sufficient quantity and quality to clearly describe the requested variance or modification. Such drawings may include dimensioned floor plans, elevations, sections and construction details. Any drawings submitted should be identical to those submitted to the code enforcement official or be noted otherwise.

Supplementary Documents: Submit such materials as photographs, charts, reports, detailed descriptions or any other information that can be used to more fully describe the nature of the request. List any such supplementary materials by Exhibit number:

EXHIBIT NUMBER	DESCRIPTION
	SEE ATTACHED SHEET
	TOTAL OF (9) EXHIBITS

PART 7 - FILING AND SIGNATURE

NON-REFUNDABLE FILING FEES (Checks must be made payable to New York State Department of State)

Your Regional Representative will contact you to verify fee requirements and additional documentation requirements. Board of Review cases require 8 sets of documents. For appeals and Board of Review variances, a hearing will be scheduled once all required materials are received by the Albany Central Office AND the Regional Representative has confirmed the application is otherwise complete.

Routine (administrative) variance review process\$	50
Board of Review Petitions	
Construction, alteration or renovation of residential or agricultural occupancies no more than one structure; no more than 2 dwelling units\$	50
Construction, alteration or renovation of other buildings or structures having a gross area of: ● not more than 8,000 square feet	100
● more than 8,000 square feet but not more than 25,000 square feet\$	300
• more than 25,000 square feet but not more than 50,000 square feet	500
● more than 50,000 square feet\$1,	000
Maintenance or use of buildings or materials and not otherwise provided for above\$	100

Previous Action

Has any previous action related to the subject property been taken by the Department of State or another administrative agency or a court? (Include any formal interpretations, decisions, orders or informal advisories issued by the Department of State, Division of Housing and Community Renewal or the Department of Labor).

No

Yes (describe below and provide relevant documents)

I make this application pursuant to 19NYCRR Part 1205 and I assert under the penalties of perjury that the information provided in support of this application is true and correct to the best of my knowledge.

SIGNATURE: *

DATE: *

PART 6 - DOCUMENTS

B. Supplementary Documents See Attached

EXHIBIT NUMBER	DESCRIPTION
1	1. Would create an excessive and unreasonable economic burden.
2	2. Would not achieve its intended objective.
3	4. Would be physically or legally impracticable
4	5. Would be unnecessary in light of alternatives which, without a loss in the level of safety achieve the intended objective of the code.
5	6. Would entail a change so slight as to produce a negligible additional benefit consonant with the purpose of the code.
6	Photos of summer/ kosher kitchen (lower level)
7	Photos of enclosed porch (upper level)
8	Current Town of Newburgh Code Compliance check list for 'Creating Habitable Space'
9	Full Scale Floor Plans of existing residence



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Exhibit 1

To: NYS DOS Division of Code Enforcement and Administration
 One Commerce Plaza
 99 Washington Avenue
 Albany, NY 12231-0001

Re: 17 Sycamore Drive Newburgh NY 12550, S-B-L: 59-1-1

Summer/Kosher Kitchen Lower Level:

The existing room size and height of ceiling (6'-10'') functions well with flow of the existing home. To raise this ceiling would create an excessive and unreasonable economic burden to the home owner. The entire floor above would be required to be raised and modified to meet a height of 7'-6''. Alternatively just that section may be able to be raised but will cause various differences with the floor elevations and ceiling heights above creating numerous issues that will be an expensive renovation project, making this economically infeasible.

Also within this location is a low header leading from the kitchen to the den. This header is 6'-0'' from the bottom of the header to the finished floor. The code at the time of construction to an object projecting down from the finish ceiling height is 7'-0''. Current code allows this height to be 6'-4'' Raising this header would impose the same expensive renovation as mentioned above.

Enclosed Porch Upper Level:

This area is located above the summer/ kosher kitchen. The existing ceiling at this location is 7'-0" at low end and 7'-3" at the high end. Raising this area would also create an excessive and unreasonable economic burden to the home owner. The roof would require redesign and modifications as necessary. Also any modifications done to summer/ kosher kitchen below would affect this area above.

Total renovation costs to make both areas code compliant can cost up to an estimated \$20,000.00 dollars +/- or more after construction and architectural/ engineering costs creating an excessive and unreasonable economic burden to the home owner.



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Exhibit 2

To: NYS DOS Division of Code Enforcement and Administration One Commerce Plaza 99 Washington Avenue Albany, NY 12231-0001

Re: 17 Sycamore Drive Newburgh NY 12550, S-B-L: 59-1-1

Summer/Kosher Kitchen Lower Level:

The existing room size and height of the finished ceiling (6'-10") functions well with flow of the existing home. All requirements of making this a habitable space are met with the exception of the finished floor height. Finished ceiling height would meet current code requirements as basements can have a minimum finished ceiling height of 6'-8". If such ceiling height is required to be at least 7'-0" minimum then the existing ceiling height would only be 2" less than requirement. One purpose of the code having a ceiling minimum of 7'-0" is in case of a fire with the smoke rising and a ceiling height of 7'-0" would give a person adequate time to get out of that space. The existing ceiling height allows for persons of average height to get out in case of a fire. Also provided is (2) means of egress. Installing a new heat detector will also be an additional provision provided. To not approve of the ceiling height would result in having to remove the kitchen which would not achieve its intended objective of the space being handicapped accessible.



554 Temple Hill Road, New Windsor, New York 12553 P: 845.565.0055 F: 845.565.6622 E: info@minutaarchitecture.com

Exhibit 3

To: NYS DOS Division of Code Enforcement and Administration One Commerce Plaza 99 Washington Avenue Albany, NY 12231-0001

Re: 17 Sycamore Drive Newburgh NY 12550, S-B-L: 59-1-1

Summer/Kosher Kitchen Lower Level:

If this room is modified or removed it would make it so that room is no longer handicapped accessible as is the rest of the lower level of the residence. Raising the ceiling or lowering the floor would create a physical change that would create a substantial financial burden to the home owner. The modification or removal of this room would be physically impractical.



554 Temple Hill Road, New Windsor, New York 12553 P: 845.565.0055 F: 845.565.6622 E: info@minutaarchitecture.com

<u>Exhibit 4</u>

To: NYS DOS Division of Code Enforcement and Administration
 One Commerce Plaza
 99 Washington Avenue
 Albany, NY 12231-0001

Re: 17 Sycamore Drive Newburgh NY 12550, S-B-L: 59-1-1

Summer/Kosher Kitchen Lower Level and Enclosed Porch Upper Level:

Room ceiling heights are functional since 1980 without incident, additional smoke detectors would achieve alternate safety upgrades. Existing smoke detectors and/or new smoke detectors are to be hardwired and interconnected. These areas of the residence meet all light and ventilation requirements and (2) means of egress are provided in each location. The reduction of ceiling height does not present substantial negative effect on the health or life safety of any occupants or guests of the residence. So modification of these areas would be unnecessary in light of alternatives which, without a loss in the level of safety, and achieve the intended objective of the code.

In regards to the low header of 6'-0" exiting the lower floor kitchen into the den area, alternative methods can be used such as different coloration of the header on both sides entering and exiting the kitchen. Also a heat detector will be placed on the kitchen side and a smoke detector on the den side. So modification of this area would be unnecessary in light of alternatives which, without a loss in the level of safety, and achieve the intended objective of the code.



554 Temple Hill Road, New Windsor, New York 12553 P: 845.565.0055 F: 845.565.6622 E info@minutearchitecture.com

Exhibit 5

To: NYS DOS Division of Code Enforcement and Administration
 One Commerce Plaza
 99 Washington Avenue
 Albany, NY 12231-0001

Re: 17 Sycamore Drive Newburgh NY 12550, S-B-L: 59-1-1

Summer/Kosher Kitchen Lower Level:

The current ceiling height of 6'-10'' +/- versus that of the building code requirement at the time of construction which is 7'-6" is a difference of approximately 8". This ceiling height has existed for over 30 years. Also this area of the residence meets all light and ventilation requirements and (2) means of egress are provided (3) if including existing windows. If we compare this existing ceiling height condition with that of the current code (NYS 2015 IRC) non habitable spaces (in this case a kitchen) in basements are allowed to be 6'-8'' which is 2" less than this existing condition so it would meet code requirements. Granting a variance for this issue would entail a change so slight as to produce a negligible benefit consonant with the purpose of the code.

Enclosed Porch Upper Level:

The current ceiling height of 7'-0" +/- versus that of the building code requirement at the time of construction which is 7'-6" is a difference of approximately 6" at the low end of the sloped ceiling. Also this area of the residence meets all light and ventilation requirements and (2) means of egress are provided. This ceiling height has existed for over 30 years. If we compare this existing ceiling height condition with that of the current code (NYS 2015 IRC) the minimum ceiling height for habitable spaces is 7'-0" which is the existing ceiling height at this space. Granting a variance for this issue would entail a change so slight as to produce a negligible benefit consonant with the purpose of the code.

17142 Loupe Exhibit 5.docx















EXHIBIT

Town of Newburgh

CODE COMPLIANCE DEPARTMENT OLD TOWN HALL 308 GARDNERTOWN ROAD NEWBURGH, NY 12550 PHONE (845) 564-7801 FAX (845) 564-7802

CREATING HABITABLE SPACE

LISTED BELOW IS A PARTIAL LIST OF MINIMUM REQUIREMENTS FROM THE 2015 IRC, 2016 ENERGY CODE, 2016 NY UNIFORM CODE SUPPLEMENT AND APPENDIX (J) THAT MUST BE MET BEFORE A PERMIT CAN BE ISSUED TO CONVERT NON-HABITABLE SPACE TO HABITABLE SPACE.

SUPPLY DETAILS FOR ALL APPLICABLE ITEMS LISTED BELOW

- 1. ALL ROOMS <u>SHALL</u> HAVE 8% GLAZING FOR LIGHT AND 4% OPENABLE AREA FOR VENTILATION OF FLOOR AREA. (SECTION R303) AN ENGINEER / ARCHITECT DESIGN FOR MECHANICAL OR ARTIFICIAL LIGHTING IS ACCEPTABLE.
- 2. HEATING AND COOLING SYSTEMS MUST BE CAPABLE OF HANDLING THE NEW DEMAND LOADS. PROOF IS REQUIRED. (SECTION M1202.1)
- 3. MINIMUM CEILING HEIGHT IS 7'-0". BASEMENT MINIMUM HEIGHT IS 6'-8".
- 4. BASEMENT AND SLEEPING ROOMS <u>SHALL</u> HAVE 5.7 SQUARE FOOT OF EMERGENCY EGRESS. EXAMPLE: DOUBLE HUNG 24" MINIMUM OF CLEAR OPENING HEIGHT X 34-3/16"= 5.7 SF, CASEMENT 20" MINIMUM OF CLEAR OPENING WIDTH X 41-1/16" = 5.7 SF, MAXIMUM SILL HEIGHT IS 44". (SECTION R310)
- 5. ALL SPACE MUST MEET CHAPTER 11, ENERGY EFFICIENCY. (MUST ALSO SHOW SLAB INSULATION)
- 6. ALL APPLIANCES REQUIRE COMBUSTION AIR (CHAPTER 17)
- 7. ALL APPLIANCES AND MECHANICAL EQUIPMENT MUST HAVE PROPER ACCESS AND CLEARANCES (CHAPTER 13) (SUPPLY DETAILS, DRAWINGS AND SCHEMATICS)
- 8. ALL ELECTRIC MUST CONFORM TO CHAPTERS 34 THRU 43 (SHOW ALL GFCI AND ARC FAULT OUTLETS)
- 9. UPGRADE SMOKE AND CARBON MONOXIDE ALARMS (SECTION R314)
- 10. SHOW FIXTURE SPACING FOR BATHROOMS (SECTION R307) (SUPPLY DETAILS, DRAWINGS AND SCHEMATICS)
- 11. SHOW LOCATION OF DRAFT / FIRE-STOPPING. (SECTION R-302.11)

TO SEE REFERENCED CODE SECTIONS GO TO: http://www.dos.ny.gov/dcea/

(846) 565-7336

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Mehrhof













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ISSUED FOR PERMIT AND A PPROVAL

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