



# ULSTER COUNTY DEPARTMENT OF HEALTH

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**PATRICK K. RYAN**  
*County Executive*

**CAROL M. SMITH, MD, MPH**  
*Commissioner of Health and Mental Health*

June 2, 2020

Subject: Seasonal Temporary Residences

Dear Owner/Operator,

Enclosed please find the permit application from the Ulster County Department of Health for Seasonal Temporary Residences to operate in the 2020 spring and summer season. Consistent with prior years, no permits will be issued without a completed application and water system paperwork. This application is only for those temporary residences that meet the definition under New York State Sanitary Code, Subpart 7-1. No other types of operations will be considered for a permit under this section.

Due to the COVID-19 Pandemic this year, please note that you also must submit a plan to Ulster County Department of Health addressing how your facility will be utilized, i.e., which buildings will be occupied and how.

Keep in mind and address the following:

- Common buildings such as gyms, casinos, pavilions or other areas of congregation shall not be used.
- Only units with their own bathrooms and showers shall be used.
- Bunk style buildings that house more than 1 family and have common bathroom facilities cannot be used.
- Recreational activities limitations:
  - Playgrounds and classroom studies are prohibited at this time.
- No equipment or facilities that cannot be safely and fully sanitized between uses will be made available for use or rental.
- If your facilities do not have individual kitchens:
  - A plan for meal distribution or other means of food service must be identified in detail.

When participating in outdoor activities, social distancing and mask wearing are of utmost importance to prevent the spread of Coronavirus. Therefore, children under the age of 18 must be accompanied by a parent or guardian when leaving their units. Families that can safely distance themselves on their own unit property are not required to wear a mask. Any guest who is unable to maintain appropriate social distance (6 feet) from individuals not staying in the same unit must wear a mask.

The Ulster County Department of Health is further mandating that you review the NYS guidance and requirements found in the links below and complete the NY forward Safety plan template and have available at your facility. Failure to have a completed plan available for inspectors will result in suspension of your permit.

<https://coronavirus.health.ny.gov/home> - See attached for guidance documents.

[https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/NYS\\_BusinessReopeningSafetyPlanTemplate.pdf](https://www.governor.ny.gov/sites/governor.ny.gov/files/atoms/files/NYS_BusinessReopeningSafetyPlanTemplate.pdf) OR <https://forward.ny.gov/phase-one-industries> - Complete a NY Forward Business Safety Plan Template (they can be used for any business).

Please call or email with questions Denise Woodvine, Environmental Health Manager, (845)340-3019. We appreciate your patience and look forward to hearing from you.

Sincerely,

A handwritten signature in black ink, appearing to read "Carol M. Smith MD, MPH". The signature is written in a cursive, flowing style.

Carol M. Smith, MD, MPH  
Commissioner of Health and Mental Health