

CONSTRUCTION: TYPICAL QUESTIONS / TYPICAL ANSWERS

- ▶ Can drawings be shipped / mailed in for submittal or do we need to walk them in?
Either is fine. Send application paperwork and fees as well.
- ▶ How many sets are required?
2
- ▶ Are energy calculations required?
Yes, ComChk type will work fine. Do not forget that electrical work gets regulated by the Energy Code now as well.
- ▶ Are there any finish material restrictions?
See the Building Code. Interior / exterior finish chapters in the Codes.
Nothing special from a local law for interior or exterior.
- ▶ Does the general contractor need to be selected prior to permit application submittal?
No. Be advised that any contractor working on site is required to have an operating permit, which is like a license. YOU CAN GO TO vestalny.com SEE DEPARTMENTS A-D, THEN CHOOSE "Building Code" IN THE MIDDLE YELLOW AREA SEE, "Downloadable Forms" The third grouping down will deal with these types of permits.
Lots of other information available here for other permits, fees, signs and etc.
- ▶ Does the work need to be completed by union trades or licensed contractors?
Union contractors are not a requirement in the Town. Licensing as per Operating Permits, (noted above) is required.
- ▶ Is a special inspector required to be selected as part of the permit application process?
The special inspection agents are required to be approved by the Town of Vestal Code Enforcement Office and need to be approved prior to any work being performed that pertains to that portion of the job. A lead time is required for this approval as well.
- ▶ Am I correct in thinking that the architect can sign the application?
Correct
- ▶ Is landlord approval required?
Typically with commercial types of projects, the land owners should provide acknowledgement of the change, yes.
- ▶ After plan submission, how long will it be before a permit is issued?
Please plan for 5 weeks for an initial review for commercial projects. This time period is dependent on the workload, inspector availability and time of year.
- ▶ How long does it take for re-submittals to be reviewed? Is an entire set of plans required again?
We review them as quickly as possible. We don't put re-submittals on the bottom of the pile. Only the portions of the drawings that are altered or changed need to be re-submitted.
- ▶ Is an expedited review available?
No
- ▶ For construction plan review, does the Code Enforcement Department perform the reviews or are there other departments we need to submit plans and specifications to?
For building construction related reviews, submit to the Code Enforcement Department. Unless New York State or Broome County will be involved, we would be the only construction plan review department.
- ▶ Is it acceptable to provide electronic seals and signatures from architects or engineers?
Yes, it is acceptable.

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- ▶ Once a permit has been issued, how long it is valid for?

6 months if no activity. One year if the project, (inspections) begins.

- ▶ What is the renewal process after a permit has expired?

Notify us, confirm that the project and players are the same and pay a renewal fee.

- ▶ If special systems are affected, can fire sprinkler, hood suppression, fire alarm plans and etc. be a separate submittal? What about truss submittals or swimming pool plans?

Yes, as long as there is no expectation of immediately beginning work on these specific systems. The plan review will be scheduled as quickly as possible, but not overnight. The truss plans may be sent separately and the same with special items like swimming pools. Again, any contractor is required to have their Operating Permit.

- ▶ A demolition permit is available while the building permit is still in review. Is it over the counter? How much does it cost?

Except perhaps for a re-roofing permit, no permit is issued over-the-counter. Commercial demolition permits are currently \$50.

- ▶ Do we need NY State or Broome County approval for projects or peripheral work?

If there will be work in the NYS or Broome County right-of-way or in or near a controlled waterway, it is likely that these approvals will be needed. These determinations should be in place prior to an actual building permit being issued.

- ▶ How are planning and zoning approvals addressed?

Planning Board approval is required for commercial projects. A specific meeting may not be held, however a review by that department is necessary. Zoning review is performed at the same time. The zoning discussion should be one of the first to be completed. That determination is with the Code Enforcement Department.

- ▶ Fire department approval?

The Planning Board would be the liaison with the Fire Department and depending on the project, there may be a meeting or just an informational discussion.

- ▶ Broome County Health department approval?

They may need to be involved if there is food preparation, swimming pools or sewage issues. Contact the Broome County Health Department at 607-778-2887 or at <http://gobroomecounty.com/hd>

- ▶ Does your review cover mechanical, electrical and plumbing?

Yes, Yes, Yes. Also, fire alarms, cooking suppression, fire sprinkler,

- ▶ What electrical code is in effect?

Currently, the NYS Uniform Fire Prevention and Building Code, 2016 and for commercial projects it includes NFPA 70-2014

- ▶ Am I correct in thinking that the 2016 building, mechanical, plumbing and fire codes for the State of New York are in effect?

Yes. It's based on the ICC 2015. See NYS changes at <http://www.dos.ny.gov/DCEA/>

- ▶ Are there any local amendments to the NYSUFP&BC?

No, there are none.

- ▶ What are the local criteria for: Ground Snow Load 40 LB Wind Speed 90 MPH
Seismic Design Category B Frost Depth 42 inches minimum

- ▶ Electrical inspections are required. Are the inspector's "in-house"; or are the inspector's independent from the Town?

The Town recognizes specific individuals from private companies to perform electrical inspections on projects. These individuals are hired separately by the owner, building owner, contractor or other. Request a current list when the time arrives.

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