

Code Compliance and Construction Permit Application Form (December 2025)

SUCF Project No.

Date:

Project Title:

Campus:

Building Name:

Project Type: Site Work Only New Building Existing Building Parking Garage

(.....One Building Per Form.....)

Project Description:

Other Agencies That May Be Involved With This Project:

Department of Environmental Conservation:

Geothermal Well > 500 Feet

Fuel tank

<1-Acre disturbance

Min 1-Acre disturbance

Min 5-Acre disturbance

Department of Health:

Kitchen

Swimming pool

Health care

Water treatment

Grease trap

Cooling tower

Septic system or Sanitary discharge

Backflow preventer

Other

State Historic Preservation Office:

Department of Labor:

Office of Children & Family Services:

Archeology

Building

Boiler

Other

Daycare

Other

Office of Mental Health/People with Developmental Disabilities :

Day Rehabilitation

Other

Joint Commission on Accreditation of Healthcare Organizations (JCAHO) :

Health Care

Site:

N/A

Site Scope of Work - Brief Narrative (include staging areas as applicable):

There is is no new construction and/or addition

For new construction/addition, the appropriate Fire Apparatus Road has been provided, per FCNYS 503 and Appendix D.

This project does does not include erosion control and/or storm water management documents

This project does does not impact fire protection systems of any buildings.

Flood Plain:

N/A, NO NEW CONSTRUCTION

I have I have not reviewed the flood maps for this location and

I have determined this project is not in a flood plain.

I have attached the Flood Certification since the project is in a flood plain. (BCNYS1612, msc.fema.gov/portal)

Storm Shelter Facility:

N/A, NO BUILDING IN SCOPE

Prior to structural design, I have have not consulted with the campus to determine if this facility

will will not be an Storm Shelter. (BC NYS 423)

Building Occupancy and Use:**N/A FOR SITE OR BUILDING ENVELOPE PROJECTS**

Use and Occupancy Classification: (Pick all that apply)

N/A

A-1	B	E	F-1	H-1	I-1	M	R-1	S-1	U
A-2			F-2	H-2	I-2		R-2	S-2	
A-3				H-3	I-3		R-3		
A-4				H-4	I-4		R-4		
A-5				H-5					

The occupancies are mixed use, separated. not separated. (BCNYS508)

The building is/has, *no a partial a complete* fire protection system at the end of this project. (BCNYS903)The building is *is not* a high-rise building. (BCNYS403)This project does *does not* require a hazard materials report (BCNYS 414.1.3)**Structural Scope of Work****N/A****(Including building structure, rooftop equipment mounting, and hanging of MEP):**

Structural Scope of Work Brief Narrative:

Statement of Special Inspections (SSI). The scope of work requires does not require a SSI.

Delegated Design: There are *are not* items that *will be have been submitted* for approval to delegate the design in accordance with Fund Directive 1C-13.**Structural Design Factors as noted on the structural drawings:****N/A**

The Building Risk Category is

The Wind Importance Factor is

The Snow Importance Factor is

The Seismic Occupancy Importance Factor is

BCNYS Chapter 16/(ASCE 7)

Structural Design Loads:**N/A**

NYS 1603 requires the design loads and information pertinent to the structural design to be indicated on the construction documents. The following items below are indicated on the documents:

Floor live and dead loads	Roof live and dead loads	Snow ground load data	Roof snow load
Earthquake design data	Geotechnical information	Roof rain load data	Special loads
Photovoltaic panel system loads		Wind and Tornado design data	

Reroofing or Rooftop-Mounted Equipment Projects:**N/A**Added dead load from roofing or equipment does not apply to this project, does not increase the forces by 5%.
does increase the forces by 5%. (EBCNYS 706.2)This project *is is not* located where the design wind speed is greater than 130 mph or a special wind region.*There will not be attached is* a roof diaphragm evaluation. (EBCNYS 706.3)This building *does does not have* unreinforced masonry bearing wall parapets. (EBCNYS 706.3 and 906.6)**Structural Impact on Existing Buildings:****N/A**Gravity load carrying of structural elements is *is not* increased by 5%. (EBCNYS 805.5)Lateral loads *are are not modified*. (EBCNYS 805.3)The project *does does not include* a change of occupancy that has *has not* resulted in a risk category
or seismic load assessment. (EBCNYS 1006.3) Other

Energy Compliance Documentation:

The Fund has adopted the 2025 Energy Conservation Construction Code of New York State (ECCCNYS). The options the Fund will accept are limited. This is the path to be used and the options available:

2025 ECCCNYS Chapter 1 Scope and Administration.

2025 ECCCNYS Chapter 4 Commercial Energy Efficiency: C401.2.2 2025 NYS ASHRAE Compliance Path, as amended by 19 NYCRR part 1240. The Fund only authorizes 2025 NYS ASHRAE 90.1 Compliance Paths.

4 Administration and Enforcement

4.2.1 Compliance Paths

Prescriptive Method per each applicable Chapter.

Performance Rating Method per Appendix G

Performance Cost Index

Performance Source Energy Index

Performance Site Energy

Carbon Emissions

4.2.1.3.1 Historic Building Report

4.2.1.4 or 4.2.1.5 * Site projects only.

4.2.5 Verification, Testing and Commissioning

4.2.2.2 Supplemental Information

ASHRAE 183 HVAC Load Calculations

ASHRAE 62.1 Ventilation Calculations

(DM) HVAC Pump Head Calculations

(DM) HVAC Airside Pressure Drop Calcs

(DM) Domestic Hot/Cold Water Pump Head Calc

(DM) Domestic Hot Water System Sizing

(SCH) Geothermal Well field Calculations

Electrical Service Load Calculations (watts/sf)

(DM) Electrical Service Load Calc (watts/sf+major equipment)

Generator Load Calculations (watts/sf)

(DM) Generator Load Calculations (watts/sf+major equipment)

Lighting Photometrics

There are mandatory requirements that must be addressed that are scope dependent not path dependent. Check all that are within the project scope:

5 Building Envelope

5.4.1 Insulation

5.4.2 Fenestration and Doors

5.4.3 Air Leakage

5.4.3.1 Whole-Building Air Leakage

5.4.3.2 Continuous Air Barrier Design

5.4.3.3 Loading Dock Weather seals

5.4.3.4 Vestibules and Revolving Doors

7 Service Water Heating

7.4.1 Load Calculations

7.4.2 Equipment Efficiency

7.4.3 Service Water Heating System Piping Insulation

7.4.4 Service Water-Heating System Controls

7.4.5 Pools

7.4.6 Heat Traps

9 Lighting

9.4.1 Lighting Control

9.4.2 Exterior Lighting Power

9.4.3 Dwelling Units

9.4.4 Horticultural Lighting

6 Heating, Ventilation, and Air Conditioning

6.4.1 Equipment Efficiencies, Verification, and Labeling Requirements

6.4.2 Calculations

6.4.3 Controls and Diagnostics

6.4.4 HVAC System Construction and Insulation

6.4.5 Walk-In Coolers and Walk-In Freezers

6.4.6 Refrigerated Display Case

6.4.7 Liquid-to-Liquid Heat Exchangers

8 Power

8.4.1 Voltage Drop

8.4.2 Automatic Receptacle Control

8.4.3 Electrical Energy Monitoring

8.4.4 Low-Voltage Dry-Type Distribution Transformers

8.4.5 Electrification Ready

10 Other Equipment

10.4.1 Electric Motors

10.4.2 Service Water Pressure-Booster Systems

10.4.3 Elevators

10.4.4 Escalators and Moving Walks

10.4.5 Air Curtains

10.4.6 Compressed Air Systems

10.4.7 Whole-Building Energy Monitoring

10.4.8 Pumps

Code Compliance Drawing Requirements:

PV/Concept

1. A code history analysis including the specific code used for this project. State if a variance is anticipated or obtained.....	Yes	N/A
2. State if the building will be fully or partially sprinklered at the end of this project.....	Yes	N/A
3. State if the project includes an addition	Yes	N/A
• Provide the area, height, and story analysis to demonstrate compliance. This will require the grade plane determination.....	Yes	N/A
• For new construction or new vertical circulation, demonstrate the accessible means of egress and requirements.....	Yes	N/A

Schematic

4. Provide the existing and proposed Construction Type and the fire-resistance rating requirements for building elements as needed.....	Yes	N/A
• New or Changing construction.....	Yes	N/A
• Provide the area, height, and story analysis to demonstrate compliance.....	Yes	N/A
• This will require the grade plane determination.....	Yes	N/A
5. For site work scope, demonstrate all accessible routes in the project area	Yes	N/A
6. State if the project includes a change of occupancy	Yes	N/A
• Provide the area, height, and story analysis to demonstrate compliance. This will require the grade plane determination.....	Yes	N/A
7. State if the project includes any of the following : new construction, an addition, new/changed egress patterns, change in toilet room counts, change in occupancy	Yes	N/A
• Provide plans/ diagrams of all building levels with blocks of color or tone demonstrating occupancy types.	Yes	N/A
• Provide a statement if a Statement of Special Inspections is required. Articulate the Seismic Design Category and Criteria and/ or Wind Criteria.....	Yes	N/A
• Provide floor diagrams demonstrating the occupant count based on function of spaces or building areas using blocks of color or tone for each function and the multiplier used. All building square footage to assess if alteration Level 3 is applicable.....	Yes	N/A
• Ex: separated occupancies, incidental spaces, shafts of any kind, building areas, horizontal exits, rated corridors, passageways, elevators machine rooms, generator rooms, main electrical rooms, fire pump rooms, control areas, laboratory suites, exterior walls, etc.. articulate the reason.....	Yes	N/A
• Provide floor plans demonstrating access to exits, distances between exits (required and provided), maximum travel distances per level, calculations for each door accessing/ exiting a stair, doors exiting the building and for stair widths.....	Yes	N/A
8. Provide a narrative articulating if there are multiple occupancy types.....	Yes	N/A
• If occupancy types are accessory, articulate and provide the calculation demonstrating accessory to the floor. If the additional occupancy types exceed the accessory percentage, articulate if separated or not separated.....	Yes	N/A
9. For work in existing buildings, provide the Existing Building Code method of compliance. If the Work Area Method is identified, also provide the alteration level.....	Yes	N/A
• For Work Area Method, Alteration Level 2, provide a diagram demonstrating the work area consisting of all re-configured spaces, provide the square footage versus the building square footage to assess if Alteration Level 3 is applicable.....	Yes	N/A

Schematic Continued:

10. Demonstrate required fire-or smoke-resistance-rated wall and horizontal assemblies.....	Yes	N/A
• Ex: separated occupancies, incidental spaces, shafts of any kind, building areas, horizontal exits, rated corridors, passageways, elevator machine rooms, generator rooms, main electrical rooms, fire pump rooms, control areas, laboratory suites, exterior walls, etc.. articulate the reason.....	Yes	N/A
11. Identify all control areas, laboratories in control areas and laboratory suites. Articulate if a separate hazards report has been submitted.....	Yes	N/A
• All fire-or smoke- resistant rated assemblies are to be demonstrated.....	Yes	N/A
12. Articulate the Energy Path used and climatical data used.....	Yes	N/A

Design Manual

13. Provide seating layouts for all spaces.....	Yes	N/A
14. Provide exit sign with direction to demonstrate anticipated exit routes if the existing routes are complicated or if the project includes any of the following: revolving door, gates, delayed egress, flush bolts, controlled egress, security grilles, electrically or electromagnetically locked doors.....	Yes	N/A
15. Identify/demonstrate if 2-way communication is provided for accessible egress compliance and/or emergency elevator communication system compliance.....	Yes	N/A
16. Demonstrate fire extinguisher locations.....	Yes	N/A
17. Articulate if sign drawings have been provided or if they will be provided separately.....	Yes	N/A

Pre-Bid

18. Documents are stamped and sealed by a professional.....	Yes
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Pre-Bid Additional Code Summary Items

All previous sections have been updated based on the project's final design.

Constructability items that may have a code compliance impact:

This building will *will not* be occupied during construction. N/A, Site Only

This project *does* *does not* impact egress from this building or any adjacent buildings.

This project is expected to be *not be* completed in a single phase of work.

This project *includes* *does not* have seasonal limitations.

This project *does* *does not* include owner-provided equipment for the contractor to install.

Energy Compliance Documentation:

This submission includes updated and additional information/documentation.
Check all that are appropriate for the project's status:

4 Administration and Enforcement

4.2.2 Compliance Documentation

4.2.2.1 Construction Details per ECCCNY C105.2 and NYS ASHRAE 90.1

4.2.2.2 Supplemental Information

ASHRAE 183 HVAC Load Calculations

ASHRAE 6.2.1 Ventilation Calculations

HVAC Pump Head Calculations

HVAC Airside Pressure Drop Calculations

Domestic Hot / Cold Water Pump Head Calculations

Domestic Hot Water System Sizing

Electrical Service Load Calculations (based on actual equipment)

Generator Load Calculations (based on actual equipment)

Lighting photometrics

Lighting power density calculations

4.2.2.3 Manuals (required in technical specifications)

4.2.3 Labeling of Material and Equipment (required in technical specifications)

4.2.5.1.1 Information on Building Permit Application (Verification, testing, and commissioning- required in specification covering each section of NYS ASHRAE 90.1)

5 Building Envelope, in addition to prior identified items

5.4.3.1.4 Measured air Leakage (in technical specifications) or

5.9.1.2 Continuous Air Barrier Design and Installation (in technical specifications)

5.7 Submittals

5.7.2 Permit Application Documentation (on Drawings and Specifications)

5.7.2.a Labeling of Space conditioning categories

5.7.2.b Labeling of daylight areas

5.7.2.c Identify air leakage compliance

5.8 Product Information and Installation Requirements

5.8.1 Insulation

5.8.2 Fenestration and Doors

5.8.3 Air Leakage

6 Heating, Ventilating, and Air-Conditioning, in addition to prior identified items:

6.7 Submittals

6.7.3 System Balancing (required in technical specifications)

6.8 Minimum Equipment Efficiency and Insulation Documented in Drawings and Technical Specifications

9 Lighting, in addition to prior identified items:

9.7.2.3 Daylight Documentation

G Performance Rating Method

G1.3 Documentation requirements: documentation submitted to demonstrate compliance.

Drawings and technical specifications have been coordinated with parameters used in this method.

Construction Permit Application:

Code Compliance Drawing(s): has been submitted.

A Statement of Special Inspections: have been submitted. is not required for this work.

A variance: *is* *is not* required for this project.

The construction documents *do* *do not* satisfy the requirements of BCNY S/EBNYS 106.2.

The construction documents *do* *do not* have provisions for satisfying the requirements of BCNYS Chapter 33 / EBCNYS Chapter 15 / FCNYS Chapter 33.

To aid coordinated inspections during construction, this confirms the documents do not have any requirements or conflicts with these code-required energy inspections per ECCC 106.2:

- | | |
|-----------------------------------|-------------------|
| Footing and Foundation Insulation | Thermal Envelope |
| Plumbing System | Mechanical System |
| Final Inspection | Electrical System |

The design is such to not cause difficulty for inspections as required per NYS ASHRAE Standard 90.1-2025 4.2.4.

To the best of my knowledge, information and belief, the construction documents for this project are in conformance with the 2025 New York State Uniform Fire Prevention and Building Code and/or the 2025 New York State Energy Conservation Construction Code.

Name of person signing for the Consultant: _____

Signature: _____

NYS PE Number: _____ - OR - NYS RA Number: _____

Engineering Firm's Certification of Authorization Number _____ Expiration Date: _____