

**NEW YORK STATE UNIFORM FIRE PREVENTION
AND BUILDING CODE CHECKLIST FOR:
ONE-AND TWO-FAMILY DWELLINGS and ACCESSORY BLDGS**

(The following check list must be completed prior to the issuance of a building permit)

Owner's Name			
Property Address (city, State, zip)			
Telephone #		Tax map #	
Contractor's Name			
Contractor's Address (city, State, zip)			
Contractors must have Workers Compensation and Disability insurance and provide the Code Official with a C 105.2, ST12, U 26.3, or SI-112 . If the contractor is not required to have Workers Compensation and Disability insurance, then the Code Official must be presented with a WC/DB 100 or WC/DB 101.			
Construction work is being performed by - <input type="checkbox"/> Owner (no other help is being hired) or <input type="checkbox"/> Contractor			
If work is being performed by the owner, then an affidavit stating such must be filed with the Code Official			
If work is being performed by a contractor, list the WC form that is being provided _____			
Type of work	<input type="checkbox"/> Addition/remodeling <input type="checkbox"/> New Construction		
Type of building	<input type="checkbox"/> Single Family house <input type="checkbox"/> Two Family House <input type="checkbox"/> Garage or other accessory Structure		
If the permit is for new construction or an addition, is the building in or near a flood plain? <input type="checkbox"/> YES <input type="checkbox"/> NO If yes, then a certificate of elevation must be provided.			
If New Building # of stories		Sq. Ft. 1 st floor	Sq. Ft. 2 nd Floor
Total sq. ft.		Outside dimensions	
Note: If house is over 1500 sq. ft in gross area, (not including garage, car port, or uninhabitable basement, then all plans must bear the stamp of a New York State licensed design professional)			
If addition, rooms to be added	<input type="checkbox"/> Bedrooms # _____ <input type="checkbox"/> Kitchen <input type="checkbox"/> Dining room <input type="checkbox"/> Bathroom <input type="checkbox"/> Other		
Location on lot and exterior walls. Exterior walls with a fire separation distance less than 3 feet (914 mm) shall have not less than a 1-hour fire-resistance rating with exposure from both sides. Projections from such walls shall not extend more than 12 inches (305 mm) or one-third the distance to the property line , whichever results in the lesser projection.			
Projections extending into the fire separation distance shall have not less than 1-hour fire-resistant construction on the underside. The above provisions shall not apply to walls which are perpendicular to the line used to determine the fire separation distance. (RR302.1)			
Distance to nearest bldg or lot line	___ Ft ___ In	Attach drawing or Sketch showing building on lot	

CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA - Table R301.2 (1)									
Ground Snow Load	WIND	SEISMIC DESIGN CAT. ^{1,9}	SUBJECT TO DAMAGE FROM				Winter Design Temp'	Ice Shield Underlayment Required (see Note)	Flood Haz.
	SPEED (MPH)		Weathering	Frost Line Depth	Termite	Decay			

Note: An ice barrier that consists of a least two layers of underlayment cemented together or of a self-adhering polymer modified bitumen sheet, shall be used in lieu of normal underlayment and extend from the eave's edge to a point at least 24 inches (610 mm) inside the exterior wall line of the building.

LIGHT, VENTILATION, & HEATING

All habitable rooms shall be provided with aggregate glazing area of not less than 8 percent of the floor area of such rooms. Natural ventilation shall be through windows, doors, louvers or other approved openings to the outdoor air. Such openings shall be provided with ready access or shall otherwise be readily controllable by the building occupants. The minimum openable area to the outdoors shall be 4 percent of the floor area being ventilated. (See RR303.1 for exceptions.)

Bathrooms, water closet compartments and other similar rooms shall be provided with aggregate glazing area in windows of not less than 3 square feet (0.279 m²), one-half of which must be openable.

EXCEPTION: The glazed areas shall not be required where artificial light and a mechanical ventilation system are provided. The minimum ventilation rates shall be 50 cfm (23.6 L/s) for intermittent ventilation or 20 cfm (9.4 L/s) for continuous ventilation. Ventilation air from the space shall be exhausted directly to the outside.

Room	Percent light	Percent ventilation	Room	Percent Light	Percent Ventilation
Living Room			Dining Room		
Family/Rec room			Bedroom 1		
Bedroom 2			Bedroom 3		
Bedroom 4			Other		
Other			Other		

MINIMUM ROOM AREAS

§RRR304.1 Minimum area. Every dwelling unit shall have at least one habitable room that shall have not less than 120 square feet (11.2 m²) of gross floor area.

§RRR304.2 Other rooms. Other habitable rooms shall have a floor area of not less than 70 square feet (6.5 m²).

EXCEPTION: Every kitchen shall have not less than 50 square feet (4.64 m²) of gross floor area.

§RRR304.3 Minimum dimensions. Habitable rooms shall not be less than 7 feet (2134 mm) in any horizontal dimension.

EXCEPTION: Kitchens.

Habitable rooms shall have a ceiling height of not less than 7 feet 6 inches (2286 mm), and hallways, corridors, bathrooms, toilet rooms, and laundry rooms shall have a ceiling height of not less than 7 feet (2134 mm). The required height shall be measured from the finish floor to the lowest projection from the ceiling. (SEE RR305.1 FOR EXCEPTIONS)

The proposed building meets the requirements for minimum room areas. YES NO

GARAGES AND CARPORTS

§RR309.1 Opening protection. Openings from a private garage directly into a room used for sleeping purposes shall not be permitted. Other openings between the garage and residence shall be equipped with a 45-minute fire-rated door assembly equipped with a self-closing device. (See RR 309.1 for exceptions and alternatives)

If applicable, the garage meets these separation requirements. YES NO NA

Emergency escape and rescue required.

Basements with habitable space and every sleeping room shall have at least one openable emergency escape and rescue window or exterior door opening for emergency escape and rescue. Where openings are provided as a means of escape and rescue they shall have a sill height of not more than 44 inches (1118 mm) above the floor. Where a door opening having a threshold below the adjacent ground elevation serves as an emergency escape and rescue opening and is provided with a bulkhead enclosure, the bulkhead enclosure shall comply with §RR310.3. The net clear opening dimensions required by this section shall be obtained by the normal operation of the window or door opening from the inside. Escape and rescue window openings with a finished sill height below the adjacent ground elevation shall be provided with a window well in accordance with §RR310.2.

§RR310.1.1 Minimum opening area. All emergency escape and rescue openings shall have a minimum net clear opening of 5.7 square feet (0.530 m²).

EXCEPTION: Grade floor openings shall have a minimum net clear opening of 5 square feet (0.465 m²).

§RR310.1.2 Minimum opening height. The minimum net clear opening height shall be 24 inches (610 mm).

§RR310.1.3 Minimum opening width. The minimum net clear opening width shall be 20 inches (508 mm).

§RR310.1.4 Operational constraints. Emergency escape and rescue openings shall be operational from the inside of the room without the use of keys or tools.

(See RR310.2 for window well requirements)

Emergency escape requirements are being met. YES NO

LANDINGS AND STAIRS

There shall be a floor or landing at the top and bottom of each stairway.

EXCEPTION: At the top of an interior flight of stairs, provided a door does not swing over the stairs.

§RR312.1.2 Landings at doors. There shall be a floor or landing on each side of each exterior door.

EXCEPTION: Where a stairway of two or fewer risers is located on the exterior side of a door, other than the required exit door, a landing is not required for the exterior side of the door.

§RR312.2 Size. The width of each landing shall not be less than the stairway or door served. Every landing shall have a minimum dimension of 36 inches measured in the direction of travel. Stairways shall not be less than 36 inches (914 mm) in clear width at all points above the permitted handrail height and below the required headroom height. Handrails shall not project more than 4.5 inches on either side of the stairway and the minimum clear width of the stairway at and below the handrail height, including treads and landings, shall not be less than 31.5 inches where a handrail is installed on one side and 27 inches where handrails are provided on both sides.

Exception: The width of spiral stairways shall be in accordance with §RR314.5.

If applicable, requirements for stairs and landings are being met. YES NO NA

§RR314.2 The maximum riser height shall be 8-1/4 inches and the minimum tread depth shall be 9 INCHES. The greatest riser height within any flight of stairs shall not exceed the smallest by more than 3/8 inch. The greatest tread depth within any flight of stairs shall not exceed the smallest by more than 3/8 inch.

RR315.1 Handrails. Handrails having minimum and maximum heights of 34 inches and 38 inches, respectively, measured vertically from the nosing of the treads, shall be provided on at least one side of stairways. All required handrails shall be continuous the full length of the stairs with two or more risers from a point directly above the top riser of a flight to a point directly above the lowest riser of the flight. Ends shall be returned or shall terminate in newel posts or safety terminals. Handrails adjacent to a wall shall have a space of not less than 1.5 inches between the wall and the handrail. All required handrails shall have a hand grip in accordance with RR315.2.

RR316.1 Guards required. Porches, balconies or raised floor surfaces located more than 30 inches above the floor or grade below shall have guards not less than 36 inches in height. Open sides of stairs with a total rise of more than 30 inches above the floor or grade below shall have guards not less than 34 inches in height measured vertically from the nosing of the treads.

§RR316.2 Guard opening limitations. Required guards on open sides of stairways, raised floor areas, balconies and porches shall have intermediate rails or ornamental closures that do not allow passage of a sphere 4 inches or more in diameter.

EXCEPTION: The triangular openings formed by the riser, tread and bottom rail of a guard at the open side of a stairway are permitted to be of such a size that a sphere 6 inches cannot pass through.

Stair #	Rise	Run	Stair #	Rise	Run
Stair 1			Stair 3		
Stair 2			Stair 4		

FOAM PLASTIC

§RR318.1.2 Thermal barrier. Foam plastic, except where otherwise noted, shall be separated from the interior of a building by minimum 1/2-inch gypsum board or a thermal barrier sufficient to limit the average temperature rise of the unexposed surface to no more than 250°F after 15 minutes of fire exposure to the ASTM E 119 standard time temperature curve. The gypsum board shall be installed using a mechanical fastening system in accordance with §RR702.3.5. Reliance on adhesives to ensure that the gypsum board will remain in place when exposed to fire shall be prohibited.

Foam insulation will be used in this building YES NO

MOISTURE VAPOR RETARDERS

In all framed walls, floors and roof/ceilings comprising elements of the building thermal envelope, a vapor retarder shall be installed on the warm-in-winter side of the insulation.

EXCEPTIONS:

1. In construction where moisture or freezing will not damage the materials.
2. Where the framed cavity or space is ventilated to allow moisture to escape.

Foundation Design

The foundation is Full Partial Basement Crawl Space Slab on Grade

Size of footer 1 - width (inches) X thickness _____ " X _____ "

Size of footer 2 - width (inches) X thickness _____ " X _____ "

Size of footer 3 - width (inches) X thickness _____ " X _____ "

Residential Check List

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Basement Wall Type	<input type="checkbox"/> Concrete Block	<input type="checkbox"/> Poured Concrete	<input type="checkbox"/> Wood	Thickness _____"	<input type="checkbox"/> Other
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Maximum height of backfill against wall above the footer (feet/inches)	
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Foundation Insulation. Type _____	Thickness _____In.	R-Value _____
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Foundation walls shall be damp-proofed or water proofed in accordance with 19 NYCRR 1220.4. Crawl space shall be ventilated in accordance with RR 408.

FOUNDATION DRAINAGE

Concrete or masonry foundations. Drains shall be provided around all concrete or masonry foundations that retain earth and enclose habitable or usable spaces located below grade. Drainage tiles, gravel or crushed stone drains, or perforated pipe shall be installed at or below the area to be protected and shall discharge by gravity or mechanical means into an approved drainage system. Gravel or crushed stone drains shall extend at least 1 foot (305 mm) beyond the outside edge of the footing and 6 inches (153 mm) above the top of the footing and be covered with an approved filter membrane material. The top of open joints of drain tiles shall be protected with strips of building paper, and the drainage tiles or perforated pipe shall be placed on a minimum of 2 inches (51 mm) of washed gravel or crushed rock at least one sieve size larger than the tile joint opening or perforation and covered with not less than 6 inches (153 mm) of the same material.

EXCEPTION: A drainage system is not required when the foundation is installed on well-drained ground or sand-gravel mixture soils according to the Unified Soil Classification System, Group I Soils, as detailed in Table RR405.1.

Wood foundations shall be drained in accordance with RR405.2

WALL CONSTRUCTION

Type of wall construction (wood frame, steel stud, concrete)	
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Wall thickness	_____ In	Insulation thickness	_____ In	"R" value	
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Note: 1) Insulation must comply with the prescriptive method found in Chapter RN11 of the Residential Code of New York or a computer analysis (RES-CHECK) must be submitted.

2) Ceiling height must be in accordance with R305

FLOORS

Floor 1	Dim. lumber <input type="checkbox"/>	Eng. Lumber <input type="checkbox"/>	Span ft _____ in. _____	Spacing (in) _____	Depth (in) _____
Floor 2	Dim. lumber <input type="checkbox"/>	Eng. Lumber <input type="checkbox"/>	Span ft _____ in. _____	Spacing (in) _____	Depth (in) _____
Floor 3	Dim. lumber <input type="checkbox"/>	Eng. Lumber <input type="checkbox"/>	Span ft _____ in. _____	Spacing (in) _____	Depth (in) _____

ROOF FRAMING

Type of framing (roof 1)	Truss (requires Stamped Plans) <input type="checkbox"/>	Rafters <input type="checkbox"/>	Span (ft/inches) _____ / _____	Spacing _____	Depth _____
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Type of framing (roof 2)	Truss (requires Stamped Plans) <input type="checkbox"/>	Rafters <input type="checkbox"/>	Span (ft/inches) _____ / _____	Spacing _____	Depth _____
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