

Project Management –  
Professional Development Series  
Facilities and Campus Services  
Engineering and Project Management  
October 24, 2019



# Project Management – AHJ's & Permits

## Authorities Having Jurisdiction (AHJ) – Ithaca Campus

- City of Ithaca
- Town of Ithaca
- State University of New York (SUNY)
  - Contract College Facilities (CCF)
- Others

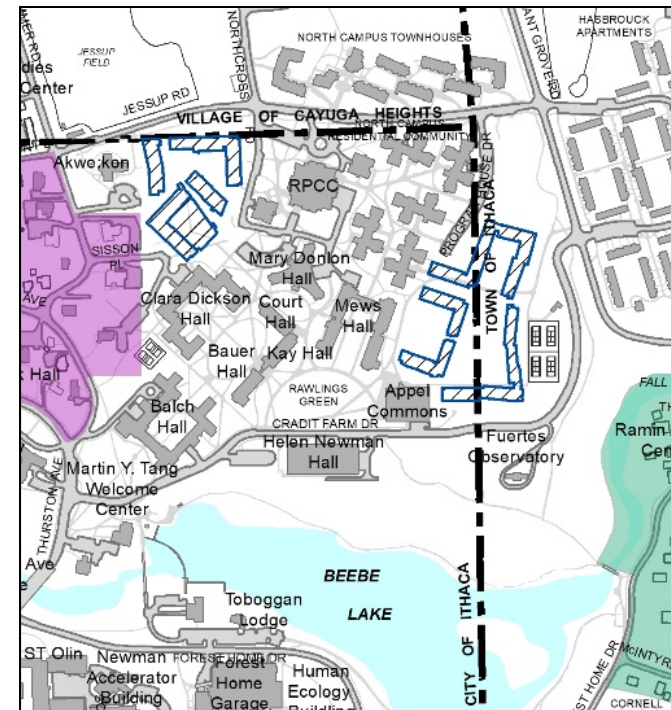
*... several AHJ's  
on campus...*

## Common Questions of a PM –

- *“What Jurisdiction is my project in?”*
- *“Does my project need a permit?”*
- *“What procedure do I follow?”*
- *“How do I access the local AHJ's?”*

## Tools & Resources –

- Design Phase Permitting Checklists
- Interface with Local AHJ's
- Resources & Guidance Documents



*... each with their  
own procedures...*

# Code Compliance

## Code Analysis & Design:

- Understanding of Code:
  - Impact & Influence on Scope
- Leverage Code & Design Resources
  - Designer of Record
  - Facilities Engineering
  - AHJ – Ralph D’Amato
  - University Planner – Leslie Schill
  - ADA Coordinator – Andrea Haenlin-Mott
  - Subject Matter Experts
- Facilitate w/ AHJ early in Design Phase
- AHJ has final interpretation of code.

*“Does my project need a permit?”*

### APPLICABLE BUILDING CODES AND STANDARDS

BUILDING / STRUCTURAL CODES -	2015 INTERNATIONAL BUILDING CODE (3RD PRINTING ADOPTED BY NEW YORK STATE) 2016 UNIFORM CODE SUPPLEMENT 2017 UNIFORM CODE SUPPLEMENT
EXISTING BUILDING CODE -	2016 INTERNATIONAL EXISTING BUILDING CODE (5TH PRINTING AS ADOPTED BY NEW YORK STATE)
PLUMBING CODE -	2015 INTERNATIONAL PLUMBING CODE (3RD PRINTING AS ADOPTED BY NEW YORK STATE)
MECHANICAL CODE -	2015 INTERNATIONAL MECHANICAL CODE (3RD PRINTING AS ADOPTED BY NEW YORK STATE)
ELECTRICAL CODE -	2014 NATIONAL ELECTRICAL CODE
FIRE / LIFE SAFETY CODE -	2015 INTERNATIONAL FIRE CODE (3RD PRINTING AS ADOPTED BY NEW YORK STATE)
ASSESSIBILITY CODE -	2009 ICC / ANSI A117.1
ENERGY CODE -	2015 INTERNATIONAL ENERGY CONSERVATION CODE 2016 SUPPLEMENT TO THE NEW YORK STATE ENERGY CONSERVATION CONSTRUCTION CODE
GAS CODE -	2015 INTERNATIONAL FUEL GAS CODE

#### BUILDING DATA

FUNCTION:	CONFERENCE ROOMS, PROJECT ROOMS, STUDY SPACE		
OCCUPANCY:	B: BUSINESS		
CONSTRUCTION TYPE:	I B (TABLE 601) - EXISTING		
ALTERATION LEVEL:	LEVEL 2		
HISTORIC STATUS:	N/A		

#### BUILDING DATA

ALLOWABLE HEIGHT AND AREA PER TABLE 504			
GROUP	AT: MAX AREA PER STORY (SF)	MAX HEIGHT (STORIES)	MAX HEIGHT (FT)
B	UNLIMITED	12	180

DEAD END CORRIDOR LENGTH - MAX	50'	NONE
MIN NUMBER OF EXITS FOR OCCUPANT LOAD	2	3
ACCESSIBLE MEANS OF EGRESS	NO	NO
AREA OF REFUGE REQUIRED	NO	NO
EXIT CAPACITIES (INCHES)	76	1080

FIRE RESISTANCE	REQ'D HOURS	EXG (ASSUMED)	IBC CODE REF.
PRIMARY STRUCTURAL FRAME	2	2	TABLE 601
BEARING WALLS - EXTERIOR & INTERIOR	2	2	TABLE 601
NON-BEARING WALLS/ PARTITIONS - EXTERIOR	0	2	TABLE 601
FLOOR CONSTRUCTION AND SECONDARY MEMBERS	2	2	TABLE 601

LS
OCCUPANCY
299 OCC
ID
CAPACITY
PERSONS)

# Tools & Resources – Checklists

<h2 style="text-align: center;">PD</h2> <p style="text-align: center;">Pre-Design Phase</p>	<h2 style="text-align: center;">D</h2> <p style="text-align: center;">Design Phase</p>	<h2 style="text-align: center;">B</h2> <p style="text-align: center;">Bid Phase</p>	<h2 style="text-align: center;">C</h2> <p style="text-align: center;">Construction Phase</p>	<h2 style="text-align: center;">CL</h2> <p style="text-align: center;">Close Out Phase</p>
<p><a href="#">PD1</a> - Pre-Design Project Launch  <a href="#">PD2</a> - AE Selection Cornell Funds  <a href="#">PD2a</a> - AE Selection - FE  <a href="#">PD2b</a> - AE Selection - Purchase Order  <a href="#">PD2c</a> - Consultant Selection – IDIQ  <a href="#">PD2d</a> - Selection - Blanket Contract  <a href="#">PD2e</a> - Single Source Justification  <a href="#">PD2f</a> - Pre-Qualified AE Selection  <a href="#">PD2g</a> - AE Selection - RFP  <a href="#">PD2h</a> - RFP-Over \$10M (OUA Engaged)  <b>PD3</b> - AE Selection State Funds  <a href="#">PD3a</a> - LOI Simple Rank (State)  <a href="#">PD3b</a> - LOI Rate &amp; Rank (State)  <a href="#">PD3C</a> - SOQ State Funds Selection  <b>PD4</b> - PAR Preparation Checklist  <a href="#">PD5</a> - Project Communication Plan</p>	<p><a href="#">D1</a> - Design Phase Master  <b>D2</b> - Permitting, Cornell Owned  <a href="#">D2a</a> - Municipal Approvals Pos. Dec.  <a href="#">D2b</a> - Municipal Approvals Neg. Dec.  <b>D3</b> - Permitting, State Owned  <b>D4</b> - Design Submission  <b>D5</b> - Design Review - TOC</p>	<p><b>B1</b> - Bid Phase Master  <b>B2</b> - Bid Package Review/Prep (eBid)  <b>B3</b> - Bid Package Review/Prep  <b>B4</b> - Pre-Construction  <b>B5</b> - Construction Communication</p>	<p><b>C1</b> - Construction Phase Master  <b>C2</b> - Pay App Review Cornell Funds *  <b>C2a</b> - First Pay App Review  <b>C2b</b> - Interim Pay App Review  <b>C2c</b> - Final Pay App Review  <b>C2d</b> - First and Final Pay App Review  <b>C3</b> - Pay App Review Campus Let  <b>C3a</b> - First Pay App Review  <b>C3b</b> - Interim Pay App Review  <b>C3c</b> - Final Pay App Review  <b>C3d</b> - First and Final Pay App Review  <b>C4</b> - Red Zone  <b>C5</b> - Pre-installation Meetings - TOC</p>	<p><b>CL1</b> - Close Out Master  <b>CL2</b> - Project Turnover to FM  <b>CL3</b> - Contractual Closeout  <b>CL4</b> - Financial Closeout</p>
<p><b>Resources:</b>  <a href="#">Project Launch Meeting Agenda</a>  <a href="#">Capital Project Approval Authorities</a>  <a href="#">Project Approval Calendar</a>  <a href="#">eBuilder Cost Code Budget Template</a>  <a href="#">PM Contact List</a>  <a href="#">List of Committees</a></p>	<p><b>Resources:</b>  <a href="#">Monthly Status Update Guidance Doc.</a>  <a href="#">PM Contact List</a>  <a href="#">List of Committees</a>  <a href="#">Design Kickoff Meeting Agenda</a>  <a href="#">Site Selection Guidance Document</a>  <a href="#">Cost Control Measures Guidance Doc.</a></p>	<p><b>Resources:</b>  <a href="#">Bid Preparation Project Manager Guide</a>  <a href="#">Self-Pricing for Construction</a>  <a href="#">Project Specifications</a>  <a href="#">PAR Process Help</a>  <a href="#">CRP Process Help</a></p>	<p><b>Resources:</b></p>	<p><b>Resources:</b>  <a href="#">eBuilder Closeout Process Guidance Doc</a>  <a href="#">PMPD Red Zone Presentation</a></p>

“What procedure do I follow?”

# Checklists – Permitting

## Design Phase Checklists

### D2 – Permitting, Cornell Owned

- City of Ithaca
- Town of Ithaca
- Others

### D3 – Permitting, State Owned

- Contract College Facilities

*“What Jurisdiction is my Project in?”*

# D

## Design Phase

---

**D1 - Design Phase Master**

**D2 - Permitting, Cornell Owned**

D2a - Municipal Approvals Pos. Dec.

D2b - Municipal Approvals Neg. Dec.

**D3 - Permitting, State Owned**

**D4 - Design Submission**

**D5 - Design Review - TOC**

---

**Resources:**

[Monthly Status Update Guidance Doc.](#)

[PM Contact List](#)

[List of Committees](#)

[Design Kickoff Meeting Agenda](#)

[Site Selection Guidance Document](#)

[Cost Control Measures Guidance Doc.](#)

# Tools & Resources – Facilities Inventory Information Page

← → ↻ [fs.cornell.edu/facinfo/fs\\_facilInfo.cfm?facil\\_cd=1015A](https://fs.cornell.edu/facinfo/fs_facilInfo.cfm?facil_cd=1015A)

📱 Apps 📌 Bookmarks 🛡️ Workday | Cornell... 📦 Box | Login 📊 Tableau at Cornell 🏠 e-Builder Members... 📧 Welcome to Cornell... 🗄️ One Drive



Cornell University

SEARCH CORNELL:

🔍 Pages 👤 People 📄 mo

Facilities and Campus Services

## 1015A-Martha Van Rensselaer Hall Facility Information

[Home](#) [Administrative Systems](#) [Facilities Info](#)

🔍 Search Again

Facility Information

Facility Contacts

Building O&M Costs

Building O&M Manuals

Document Archive

Emergency Lights

Escape Routes

Fire Code Compliance  
Data

Floor Plans

Maximo Assets

Asbestos Survey  
Information

Room Use

**Facility Location:** 116 Reservoir Ave  
City of Ithaca  
Tompkins  
NY -  
This represents emergency response location only, may not reflect occupants mailing address.

**Construction Date:** 1933

**Gross Area:** 184,545 sq ft

**Net Area:** 153,529 sq ft

**Architect:** William Haugaard

**Style:** Georgian Revival

**Unit Facility Director:** [km285 - Kristine Mahoney](#)  
[Building Coordinators](#)

**Maintenance Zone:** Contract-College

**Campus Site:** 29 - Ithaca Main Campus

**Jurisdiction:** [Contract College Facilities](#)

**State Owned:** Yes

**Historic Building:** NL - Not Listed as Landmark

**Historic District:** NL - Not Located Within a District



This Georgian Revival style brick building is five stories tall, with nineteen bays along the south facade and consisting of 8/12 double-hung sash windows, with a central extended five-bay section and an oculus in the open gable front. The pattern across the south facade consists of a three story central entry bay, with a segmental, broken pediment, supported by Ionic pilasters the height of the second and third floors. Outside the central second floor window is a stone balustraded porch with urn newels. The main portion of this complex consists of the central block with flanking wings. Each wing consists of a two story, six bay block with balustrades above each bay. The three story portions of the wings have no decoration, except above the four entryways on the first floor, west wing; on the eastern wing, the single entry door is segmentally arched. The windows on the first floor of both wings are triple-hung with 8/12 sash. The remaining upper stories consist of 8/12 double-hung sash.

# D3 – Permitting, State Owned Checklist

## Types of Permits -

- Asbestos Abatement – Blanket Permits
- Demolition Permits
- Construction Permits
- System(s) Modification Permits
  - Fire Detection & Suppression Systems
- Hot Works Permits
- Temporary Heat Permit (During Construction)
- Tent Permits

Design Phase  
Permitting, State Owned

D3

Project: Project Name & (eB #)

- Determine required approvals and integrate with PAR, Schedule + AE contract
  - Critical that PM confirms project is “State” and not engage local municipality
- Contact AHJ and review project in early Design to determine type(s) of permit(s) required ([CCF AHJ Permit Guide](#) or SUCF Managed - Albany)
- SUCF Managed (Albany)
- Apply for construction permit using [Permit Request Letter](#); Permit Request is to be submitted to AHJ by Consultant.
- Provide [Code Summary Table of Code Analysis](#)
- Review project in early Design w/ EH&S and Fire Department (Informational only)
  - If project needs State Code Variance – IFD than has review/approval role
  - Document IFD meeting outcome and send meeting minutes to IFD & file
- No local municipal approvals (Local public utilities may have review – sewer)
- SEQR (NYS Environmental Quality Review Act) [www.dec.ny.gov](http://www.dec.ny.gov)
  - SUCF or CCF may be Lead Agent
  - Typically required for addition/new bldgs. over 10,000 GSF, etc.
- State Historic Preservation Office (SHPO) – No ILPC review
- Develop a Stormwater Pollution Prevention Plan (SWPPP)
  - Typically have A/E match more stringent City/Town requirements
  - SWPPP is not approved by local agencies – State of NY
- No Tompkins County Energy Recommendations requirements
  - Green Bldg. Code not a State project requirement – meet CU/SUCF goals

**Engineering and Project Management** | Cornell University  
Facilities and Campus Services

Last updated 10.16.19

# Tools & Resources – CCF Guidance Document

## Data Required for a Permit

- Construction/Bid Documents
  - Drawings & Specifications
  - Building Code Summary
- Permit request letter from A/E
- General Contractor for the project.
- Project Construction Value
- Contractor Site Specific Safety Plan.

### Obtaining Contract Colleges Facilities SUNY Project Permits

Only the SUNY Code Enforcement Official /Authority Having Jurisdiction for Contract Colleges Facilities at Cornell University shall issue Permits for all work within or on statutory facilities, properties or holdings within the Cornell University Contract Colleges system. Only the Contract Colleges Facilities SUNY CEO/AHJ (Ralph J. D'Amato 607-254-6371) shall make the determination of a permit's status, requirements and its remaining in effect. The Codes of New York State prohibit the Owner and the A&E from making codes compliance administrations. Only the authority having jurisdiction (AHJ) has permitting or final codes determination capacity.

#### A- Permits issued through CCF – CEO / AHJ are:

- Asbestos Abatement Permit
- Demolition Permit
- Construction Permit
- Building Permits
- System(s) Modifications Permit
- Hot Work Permits
- Temporary Certificate of Occupancy
- Permanent Certificate of Occupancy
- Certificate of Completion

#### B - Data required along with a request for a permit:

- (1) One set of stamped and signed Construction / Bid documents – drawings and specifications – including Building Code Summary- for review and permit records (The earlier documents are reviewed the sooner a permit can be readied).
- (2) Letter from the A&E of record stating that project complies with all current applicable codes and is ready for permitting.
- (3) Name of General Contractor for the project
- (4) Project's construction value
- (5) Contractors' Site Specific Safety Plan that is specific to the project for which a permit is being requested.

#### C - Written certifications from installer required by SUNY CODE ENFORCEMENT OFFICIAL / AHJ before a Temporary or Permanent Certificate of Occupancy, Certificate of Completion will be issued are:

- (1) Electric certifications for all rough-ins and final inspection: Certified Independent Electrical Inspection Agency, as accepted by the SUNY CEO / AHJ.
- (2) Certification of Fire Detection and Suppression systems – Installer's NFPA Certification
- (3) Certification of plumbing testing witnessed by SUNY CEO /AHJ.
- (4) HVAC & Hydronic systems balancing reports – Mechanical Engineer of Record accepted.
- (5) Special inspections reports reviewed and accepted by A&E of record
- (6) Letter from A&E stating that project has been constructed to the design documents, including any approved changes, and the project is ready for Beneficial Occupancy.
- (7) Completed SUNY Pre-occupancy checklist signed by the A&E and Project Manager.

#### D – Cornell confirmations required before a Temporary or Permanent Certificate of Occupancy, or a Certificate of Completion will be issued:

- (1) EH&S Fire Safety must confirm to me that the fire detection and suppression systems are properly installed and fully operational (EH&S Contact: Dan Phillips 607- 255- 8200).
  - (2) CU Pipe Shop must dye test all storm and sanitary sewer connections or internal piping modifications and confirm to the CEO/AHJ that there are no cross-connections (CU Pipe Shop Contact: 607-255-4754).
  - (3) EH&S must confirm to the CEO/AHJ that all eyewashes and fume hoods are EH&S tested and ready for use by building occupants. (EH&S Contact Ellen Sweet 315-730-8896).
- Note: The designing A&E must accept the system(s) and certify to the CEO/AHJ that the systems are installed in compliance with the A&E's stamped design, including any A&E approved design changes, and all applicable codes. EH&S confirmations to the CEO/AHJ that EH&S has witnessed specific test or system(s) operations and find them ready for acceptance and University operation upon turnover, no occupancy or completion permit will be issued.

#### E – Inspections and resolution of codes issues are the responsibility of the CEO/AHJ or agents designated to act on the CEO/AHJ's behalf.

Diversity and Inclusion are a part of Cornell University's heritage. We are a recognized employer and educator valuing AA/EEO, Protected Veterans, and Individuals with Disabilities.

2/15/18 RJD



# Tools & Resources: Template – A/E Request for Permit Letter

(CONSULTANT'S LETTERHEAD)

Date

Contract Colleges Facilities  
Cornell University  
125 Humphreys Service Building  
639 Dryden Road  
Ithaca, NY 14853-5700

Attention: Mr. Ralph J. D'Amato, CEO / AHJ  
Statutory Codes Enforcement Official

Project:  
Titled:  
College of:

Subject: **Petition for a SUNY Construction Permit**

Dear Mr. D'Amato:

**XXX Architects** is herein petitioning for the issuance of a SUNY Construction Permit for the above captioned project. Construction documents have been submitted to your office for incorporation into the permit.

By the affixing of my signature I herein certify to your office that the submitted documents are, to the best of my knowledge and belief, designed to and are compliant with the current Building Codes of New York State.

If you have any questions or need clarification, please call me and they will be expediently addressed. I look forward to the issuance of the Construction Permit and the advancement of this project.

Very truly yours,

XXXXX Architects

Date

Note: This document must be filed with the Statutory Codes Enforcement Official, at 125 Humphreys Service Building, Cornell University before a Construction Permit will be issued.

*...State Permits are to be  
applied for by the  
Design Consultant...*

# Tools & Resources – Guidance Document:

## Code Summary:

- Provide AHJ with summary of Code review & analysis

### APPLICABLE BUILDING CODES AND STANDARDS

BUILDING / STRUCTURAL CODES -	2015 INTERNATIONAL BUILDING CODE (3RD PRINTING ADOPTED BY NEW YORK STATE) 2016 UNIFORM CODE SUPPLEMENT 2017 UNIFORM CODE SUPPLEMENT
EXISTING BUILDING CODE -	2016 INTERNATIONAL EXISTING BUILDING CODE (5TH PRINTING AS ADOPTED BY NEW YORK STATE)
PLUMBING CODE -	2015 INTERNATIONAL PLUMBING CODE (3RD PRINTING AS ADOPTED BY NEW YORK STATE)
MECHANICAL CODE -	2015 INTERNATIONAL MECHANICAL CODE (3RD PRINTING AS ADOPTED BY NEW YORK STATE)
ELECTRICAL CODE -	2014 NATIONAL ELECTRICAL CODE
FIRE / LIFE SAFETY CODE -	2015 INTERNATIONAL FIRE CODE (3RD PRINTING AS ADOPTED BY NEW YORK STATE)
ASSESSIBILITY CODE -	2009 ICC / ANSI A117.1
ENERGY CODE -	2015 INTERNATIONAL ENERGY CONSERVATION CODE 2016 SUPPLEMENT TO THE NEW YORK STATE ENERGY CONSERVATION CONSTRUCTION CODE
GAS CODE -	2015 INTERNATIONAL FUEL GAS CODE

#### BUILDING DATA

FUNCTION:	CONFERENCE ROOMS, PROJECT ROOMS, STUDY SPACE		
OCCUPANCY:	B: BUSINESS		
CONSTRUCTION TYPE:	I B (TABLE 601) - EXISTING		
ALTERATION LEVEL:	LEVEL 2		
HISTORIC STATUS:	N/A		

#### BUILDING DATA

ALLOWABLE HEIGHT AND AREA PER TABLE 504			
GROUP	AT: MAX AREA PER STORY (SF)	MAX HEIGHT (STORIES)	MAX HEIGHT (FT)
B	UNLIMITED	12	180

#### BUILDING DATA

FUNCTION:	CONFERENCE ROOMS, PROJECT ROOMS, STUDY SPACE		
OCCUPANCY:	B: BUSINESS		
CONSTRUCTION TYPE:	I B (TABLE 601) - EXISTING		
ALTERATION LEVEL:	LEVEL 2		
HISTORIC STATUS:	N/A		

#### BUILDING DATA

ALLOWABLE HEIGHT AND AREA PER TABLE 504			
GROUP	AT: MAX AREA PER STORY (SF)	MAX HEIGHT (STORIES)	MAX HEIGHT (FT)
B	UNLIMITED	12	180

#### PROJECT AREA OCCUPANT LOAD

(TABLE 1004.1.2)

LEVEL	FUNCTION						TOTALS	
	BUSINESS - SQFT	100 GROSS	ASSEMBLY WITHOUT FIXED SEATS	15 NET	EDUCATIONAL - SHOPS	50 NET	AREA	OCCUPANCY
FIRST FLOOR	1790 GSF	18 OCC	3545 NSF	240 OCC	1981 NSF	41 OCC	7316 SF	299 OCC

#### EXIT CAPACITIES: FIRST FLOOR

LOCATION	EXIT TYPE	EGRESS CAPACITY FACTOR	EXISTING		PROPOSED	
			CLEAR WIDTH (INCHES)	CAPACITY (PERSONS)	WIDTH (INCHES)	CAPACITY (PERSONS)
NORTH STAIR	DOOR TO EXTERIOR AT GRADE	0.2	32	160	N/A	N/A
SOUTH STAIR	DOOR TO EXTERIOR AT GRADE	0.2	32	160	N/A	N/A
LOBBY	(2) SINGLE DOORS TO EXTERIOR AT GRADE	0.2	(2)40=80	400	(2)32=64	320
LONG BAR	SINGLE DOOR TO EXTERIOR AT GRADE	0.2	N/A	N/A	32	160
BLOCK STAIR	SINGLE DOOR INTO STAIR	0.2	32	160	32	160
TOTAL			176	880	128	640

#### MEANS OF EGRESS COMPLIANCE: FIRST FLOOR BAR

OCCUPANT LOAD: 299	REQ'D	PROVIDED
EXIT ACCESS TRAVEL DISTANCE - MAX	250'	153'
COMMON PATH OF TRAVEL - MAX	75'	42'
DEAD END CORRIDOR LENGTH - MAX	50'	NONE
MIN NUMBER OF EXITS FOR OCCUPANT LOAD	2	3
ACCESSIBLE MEANS OF EGRESS	NO	NO
AREA OF REFUGE REQUIRED	NO	NO
EXIT CAPACITIES (INCHES)	76	1080

#### FIRE RESISTANCE

	REQ'D HOURS	EXG (ASSUMED)	IBC CODE REF.
PRIMARY STRUCTURAL FRAME	2	2	TABLE 601
BEARING WALLS - EXTERIOR & INTERIOR	2	2	TABLE 601
NONBEARING WALLS/ PARTITIONS - EXTERIOR	0	2	TABLE 601
FLOOR CONSTRUCTION AND SECONDARY MEMBERS	2	2	TABLE 601
ROOF CONSTRUCTION AND SECONDARY MEMBERS	1	1	TABLE 601

#### TABLE 803.11 INTERIOR WALL AND CEILING FINISH REQUIREMENTS BY OCCUPANCY

SPACE	GROUP B
EXIT ENCLOSURES/ PASSAGEWAYS	B
CORRIDORS	C
ROOMS/ENCLOSED SPACE	C

# Tools & Resources – Interface with Local AHJ's

## City of Ithaca – Weekly Standing meeting

- Tuesdays 1:00 – 2:30pm; 133 HSB
  - Randy Nesbitt – Facilitates Meeting
  - Mike Niechwiadowicz – Dir. Of Code Enforcement
- Standing Agenda Items:
  - FM Zone Permit Applications
  - Building Permit Applications
  - Code Interpretation Questions
- Contact Paula Slocum; [pslocum@cornell.edu](mailto:pslocum@cornell.edu)

## Town of Ithaca – Monthly Standing Meeting

- 3<sup>rd</sup> Wednesday of Month
  - Randy Nesbitt – Facilitates Meeting
  - Mark Stonier – Town Code Official Code Officer
- Code Interpretation Questions
- Permits are to be applied for at Ithaca Town Hall
- Contact Paula Slocum; [pslocum@cornell.edu](mailto:pslocum@cornell.edu)

## Contract Colleges – Internal Cornell Resource

- Ralph D'Amato, SUNY Code Enforcement Official
- Code Interpretations, Guidance Documents
- Permit Requests
- Contact Ralph directly; [rjd15@cornell.edu](mailto:rjd15@cornell.edu)



Cornell University

Facilities and Campus Services  
City of Ithaca Building Department Meeting

1:00 – 2:30 p.m., Tuesday, 22 October 2019  
Room 133 Humphreys Service Building

### AGENDA

#### FM Zones

- Building Permit Applications
  - 14 South Ave Stair & Balcony Repairs
- Electrical Permit Applications
  - White Hall Door Operator
- Plumbing Permits – none
- IFD Permits – Hollister Hall 150 Smoke Dampers
- Review of Outstanding Permits – none
- Concerns with Ongoing Zone Projects
- Projects in Development/Questions – none
- Review of Project Inspections

#### Others

##### Building Permit Applications

- Delta Upsilon Phase 3 Improvements – Karen Wilson and Bill Carnegie – Mancini Assocs.

##### Projects in Development/Progress

- Hollister B60 Lab Renovation – Randall Herko
- Olin Hall Mass Spectrometer – Tom Jordan
- Adding a Run-around Glycol loop if the unit being installed is temporary and will be removed within next 5 years – Alyssa Fox

##### Pending Issues

##### Ongoing Collaboration

*“How do I access the local AHJ's?”*