Design Phase
Approvals, State Owned

Project: **Project Name & (eB #)**

State or Cornell funded projects in State facilities follow Permit Requirements outlined in D4a. Confirm at project onset, approval path with CCF Director or CCF AHJ and OUA/Planning. Also refer to D4b for related Municipal Approval requirements (If required).

- State College project using Cornell Funds at State building follow D4a
- Endowed College project using Cornell Funds at State Building follow D4a
- SUCF Managed or SUCF Campus-Let projects on Cornell land refer to CCF Director and OUA/Planning

☐ Go to FCS Website/ Facility Information: Obtain initial read on building jurisdiction, building ownership, historic building, and historic district

☐ Verify AHJ with CCF AHJ and historic designation with CCF Director and OUA/Planning (State funds on buildings over 50 years have SHPO process)
  - Critical that jurisdiction confirmed prior to PM contacting local AHJ, etc.

☐ Map required permitting and approvals - integrate with PAR, Schedule, Consultant contract

☐ Contact AHJ and review project in early Design ([CCF AHJ Permit Guide](#) or SUCF Managed with SUCF PM/CM)

☐ SUCF Managed – SUCF PM is AHJ in Design, SUCF CM is AHJ in Construction

☐ Campus Let or State Building- 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](#) (TBD)

☐ Review project in early Design w/ EH&S and Fire Department (Informational only)
  - If project needs State Code Variance – IFD then has review/approval role
  - Document Fire Department meeting outcome and send meeting minutes to Fire Department and File
☐ Typically local code requirements not applicable
  • Ithaca City/Town Green Building Code
  • Tompkins County Energy Recommendations
☐ State Historic Preservation Office (SHPO) – Not ILPC review
  • Required for builds => 50 years and State Funds
☐ State projects still need to comply with:
  • Cornell University Design Standards
  • Cornell LEED and ASHRAE 90.1 performance/certification
  • FM Global requirements
☐ Campus Let – Hot Work Permits
  • Construction activity (or destructive investigation) – CCF AHJ issues

Note: Critical for PM to engage CCF Director and OUA/Planning at project onset to establish permit and municipal approval path.