

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

State or Cornell funded projects in State facilities follow Municipal Approvals outlined in D4b. State funded projects on Cornell land (New building, additions, site improvements) contact CCF Director, CCF AHJ and OUA/Planning for determination). Also refer to D4a for related non-State Permit requirements.

- State College project using Cornell Funds at State building follow D4b
  - Endowed College project using Cornell Funds at State Building follow D4b
  - SUCF Managed or SUCF Campus-Let projects on Cornell land refer to CCF Director and OUA/Planning for direction
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- Go to FCS Website/ Facility Information: Obtain initial read on building jurisdiction, building ownership, historic building, and historic district
  - Project involving new buildings, additions, or site impacts (ex. *parking, open space*), review Municipal approval requirements with CCF Director and OUA/Planning (*Evaluate if local zoning, utilities, and end impacts need to be addressed with local Municipality*)
  - Reference the following [State Permitting Guidance Document](#) for details on how to obtain a permit
  - When local Municipal Approvals required – refer also to D3b
  - Coordinate Municipal/State approvals with Design PAR, Consultant RFP, Consultant Contract, Project Schedule, and Internal Municipal/Design Reviews
  - Review project in early Design w/ EH&S and Fire Department (*Informational only*)
    - Project seeking State Code Variance – Local fire department gains review/approval role

- Document Fire Department meeting outcome and send meeting minutes to Fire Department and copy to File (eBuilder)
- 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
  - Needed when the building is 50 or more years old
- Develop a Stormwater Pollution Prevention Plan (SWPPP)
  - Typically, Consultant to match more stringent City/Town requirements
  - SWPPP is not approved by local agencies – State of NY
- No Tompkins County Energy Recommendations requirements
- No Town/City Green Bldg. Code requirements
- For more information on Hot Work Permits, please view the Contractor Guidelines [here](#)

**Note:** *Critical for PM to review project with CCF and confirm “State” project prior to engaging local agencies etc.*