

19 NYCRR PART 1203
UNIFORM CODE: MINIMUM STANDARDS FOR ADMINISTRATION AND ENFORCEMENT
Annual Local Code Administration and Enforcement Report
 In accordance with 19 NYCRR PART 1203.4 Program Review and Reporting

GENERAL INFORMATION

Jurisdiction <u>VILLAGE OF POTSDAM</u>	Name of Code Official <u>JOHN F. HILL</u>
Address <u>2 PARK STREET</u>	Title of Code Official <u>CODE ENFORCEMENT OFFICIAL</u>
City/Town/Village: <u>POTSDAM</u>	Code Official DOS Certification # <u>0799-7256B</u>
Zip/Postal Code <u>13676</u>	E-mail Address: <u>JHILL@VI.POTSDAM.NY.US</u>
County: <u>ST. LAWRENCE</u>	Phone Number: <u>1-315-265-7678</u>

List of additional Code Enforcement Officials Enforcing the Uniform Code and Energy Code within your Jurisdiction:

Name	Title	E-mail Address	DOS-CEO Certification #
SEE ATTACHMENT			

(use attachment if necessary)

19 NYCRR PART 1203.2 LOCAL LAW, ORDINANCE, REGULATION

Please list the local law, ordinance or other appropriate regulation that provides for the administration and enforcement of the New York State Uniform Fire Prevention and Building Code and Energy Conservation Construction Code in this Jurisdiction:

CHAPTER 94 - VILLAGE CODE

19 NYCRR PART 1203.3(a) PERMITS (Number of permits issued for this reporting year)

1. New One or Two family residences:	1	5. Additions, alterations or repairs on existing buildings for all occupancies:	174
2. New Commercial/Industrial buildings:	3	6. All other permits (pools, sheds, decks, and etc.)	32
3. New Hazardous occupancies (H):	0	7. Number of Certificates of Occupancy issued for all occupancies:	3
4. New Multiple Residences R occupancies:	0	8. Number of Certificates of Compliance issued for all occupancies:	172

19 NYCRR PART 1203.3(c) STOP WORK ORDERS

9. Number of Stop work orders issued for reporting year:

3

19 NYCRR PART 1203.3(e) NOTIFICATION OF FIRE OR EXPLOSION

10. Have procedures been established for notification by the chief of your fire department(s) regarding fire or explosion involving any structural damage, fuel burning appliance, chimney or gas vent:

Yes

19 NYCRR PART 1203.3(f) UNSAFE STRUCTURES AND EQUIPMENT

11. Have procedures been established for identifying and addressing unsafe structures and equipment:

Yes

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19 NYCRR PART 1203.3(g) OPERATING PERMITS: (Number of operating permits issued for this reporting year)

12a. Manufacturing, storing or handling hazardous materials in quantities exceeding those listed in Tables 2703.1.1(1), 2703.1.1(2), 2703.1.1(3) or 2703.1.1(4), of the Fire Code of New York State (see 19 NYCRR Part 1225);

12d. buildings containing one or more areas of public assembly with an occupant load of 100 persons or more

12b. Hazardous processes and activities, including but not limited to, commercial and industrial operations which produce combustible dust as a byproduct, fruit and crop ripening, and waste handling;

12e. Buildings whose use or occupancy classification may pose a substantial potential hazard to public safety, as determined by the government or agency charged with or accountable for administration and enforcement of the Uniform Code

12c. Use of pyrotechnic devices in assembly occupancies;

12f. Other: Please Specify:

19 NYCRR PART 1203.3(h) FIRE SAFETY AND PROPERTY MAINTENANCE INSPECTIONS:

Buildings containing an Area of Public Assembly (with occupant load of 50 or more and not an accessory use)

13a. Number of buildings in this jurisdiction:

13b. Number of buildings inspected in this jurisdiction:

Buildings containing Multiple Dwellings (not including dormitories):

14a. Number of buildings in this jurisdiction:

14b. Number of buildings inspected in this jurisdiction:

Commercial/Industrial buildings (not included above):

15a. Number of buildings in this jurisdiction:

15b. Number of buildings inspected in this jurisdiction:

19 NYCRR PART 1203 ENERGY CODE COMPLIANCE

16. Has your municipality adopted more restrictive requirements to the New York State Energy Conservation Construction Code ?
 Yes, Residential only Yes, Commercial only Yes, Commercial and Residential No

17. Has your municipality adopted Green or Sustainable Building Standards for construction?
 Yes, Residential only Yes, Commercial only Yes, Commercial and Residential No

18. Please check any of the following procedures that your municipality uses to ensure compliance with the Energy Code ? (check all that apply)

Field Inspections Plan Reviews Software Report/Print-out Compliance Check List

Other (Please Specify):

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19 NYCRR PART 1203

ENERGY CODE COMPLIANCE

19. On average, how many site inspections does your municipality conduct for Energy Code compliance for each new residential building ?

- 0 1 2 3 4 or more

20. On average, how many site inspections does your municipality conduct for Energy Code compliance for each new commercial building ?

- 0 1 2 3 4 or more

21. Based on your municipalities records, what method of Energy code Compliance is submitted most often for Residential construction?
 (rank in order 1 to 6, 1 being the most used method)

Software RESCheck Trade-off Method Prescriptive Method

Other Software Method Worksheets (DOS Website) Energy Analysis Method

22. Based on your municipalities records, what method of Energy code Compliance is submitted most often for Commercial construction?
 (rank in order 1 to 6, 1 being the most used method)

Software COMCheck Trade-off Method Prescriptive Method

Other Software Method Worksheets (DOS Website) Energy Analysis Method

23. Are requirements for compliance with the Energy Conservation Construction Code a part of the application for a building permit?

- Yes, Residential only Yes, Commercial only Yes, Commercial and Residential No

19 NYCRR PART 1203.3(i)

UNIFORM CODE COMPLAINTS

24. Total number of all registered Uniform Code related complaints received for this reporting year:

25. Total number of all registered Uniform Code related complaints acted upon for this reporting year:

19 NYCRR PART 1203.3(i)

ENERGY CODE COMPLAINTS

26. Total number of all registered Energy Code related complaints received for this reporting year:

27. Total number of all registered Energy Code related complaints acted upon for this reporting year:

19 NYCRR PART 1203.3(j)

RECORD KEEPING

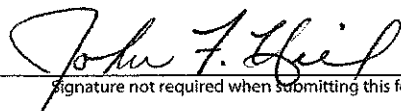
28. Has a system of records of the features and activities specified in 19 NYCRR 1203.3(a) through (i) been established and maintained:

Name and Title of person completing this form: JOHN F. HILL

E-mail Address: JHILL@VI.POTSDAM.NY.US

Phone: 315-265-7678

Signature:



Date: Jan 2, 2008

Signature not required when submitting this form electronically

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Reporting Year: 2007

Jurisdiction VILLAGE OF POTSDAM

List of additional Code Enforcement Officials Enforcing the Uniform Code within your Jurisdiction:

Name	Title	E-mail Address	DOS CEO Certification #
WAYNE BLANCHARD	CODE OFFICIAL	WBLANCHARD@VI.POTSDAM.NY. ✉	0592-7122B
STEPHEN DENNIS	CODE COMPLIANCE TE ✉	SDENNIS@VI.POTSDAM.NY.US	NA

Please use the 'Submit by Email' button found on the upper right hand corner to submit the form.