Residential Basic Requirements Checklist

2007 New York State Energy Conservation Construction Code

ALL INFORMATION MUST BE FILLED IN - PRINT CLEARLY

Section 1 - Project Information

Project Name			Permit #
Address			Date
Owner/Agent		Telephone	Checked By
Documentation Author		Telephone	Date For Department Use Only

Section 2 - General Information

Building Floor Area _____

Project Description ☐ New Construction ☐ Addition ☐ Alteration ☐ Unconditioned Shell

Compliance Path Used: ☐ Chapter 4 ☐ Chapter 11 of Residential Code of NYS
☐ Trade-off Worksheet ☐ Prescriptive Worksheet ☐ REScheck Software
☐ Other (Please Specify)_____

Section 3 - Requirements Checklist

Bldg. Dept. Use

☐ **Heating and Cooling Equipment:**
Furnace: Forced Hot Air, 78 AFUE or higher
Make and Model Number _____

☐ **Air Conditioner**: Electric Central Air
Make, Model, and SEER Number _____

☐ **Boiler**: 80 AFUE or higher
Make and Model Number _____

☐ **Air Leakage:**
Joints, penetrations, and all other such openings in the building envelope that are sources of air leakage must be sealed.

☐ Recessed lights must be Type IC rated and installed with no penetrations, or Type IC or non-IC rated installed inside an appropriate air-tight assembly with a 0.5" clearance from combustible materials and 3" clearance from insulation.

☐ **Vapor Retarder:**
Required on the warm-in-winter side of all non-vented framed ceilings, walls, and floors.

☐ **Materials Identification:**
Materials and equipment must be installed in accordance with the manufacturer's installation instructions.

☐ Materials and equipment must be identified so that compliance can be determined.

☐ Manufacturer manuals for all installed heating and cooling equipment and service water heating equipment must be provided.

☐ Insulation R-values and glazing U-factors must be clearly marked on the building plans or specifications.

Duct Insulation:

☐ Supply and return ducts shall be insulated to a minimum of R-8.

☐ Ducts in floor trusses shall be insulated to a minimum of R-6

☐ Ducts or portions thereof located completely inside the building thermal envelope do not need to be insulated.

Duct Construction:

☐ Joints of duct systems shall be made substantially airtight by means of tapes, mastics, gasketing or other approved closure systems. Crimp joints for round metal ducts shall have a contact lap of at least 11/2 inches and shall be mechanically fastened by means of at least three sheet-metal screws or rivets equally spaced around the joint.

☐ Ducts shall be supported every 10 feet or in accordance with the manufacturer's instructions.

☐ Cooling ducts with exterior insulation must be covered with a vapor retarder.

☐ Air filters are required in the return air system.

☐ The HVAC system must provide a means for balancing air and water systems.

Temperature Controls:

☐ Each dwelling unit has at least one thermostat capable of automatically adjusting the space Temperature set point of the largest zone.

Electric Systems:

☐ Separate electric meters are required for each dwelling unit.

Fireplaces:

☐ Fireplaces must be installed with tight fitting non-combustible fireplace doors.

☐ Fireplaces must be provided with a source of combustion air, as required by the Fireplace construction provisions of the *Building Code of New York State*, the *Residential Code of New York State* or the *New York City Building Code*, as applicable.

Service Water Heating:

☐ Water heaters with vertical pipe risers must have a heat trap on both the inlet and outlet unless the water heater has an integral heat trap or is part of a circulating system.

☐ Insulate circulating hot water pipes to R-2.

Circulating Hot Water Systems:

☐ Insulate circulating hot water pipes to R-2.

☐ Circulating hot water systems shall include an automatic or readily accessible manual switch that can turn off the hot water circulating pump when the system is not in use.

Swimming Pools:

☐ All heated swimming pools must have an on/off heater switch and require a cover unless over 20% of the heating energy is from non-depletable sources. Pool pumps require a time clock.

Heating and Cooling Piping Insulation:

☐ HVAC piping conveying fluids above 105 ^{o}F or chilled fluids below 55 ^{o}F must be insulated to R-2.

☐ Heating piping located entirely within the building envelope does not need to be insulated.

NOTES TO FIELD (Building Department Use Only)