**New York State Department of Environmental Conservation**
**Office of Employee Relations**
**Employee Health & Safety Unit, 10th Floor**
625 Broadway, Albany, New York 12233-5062
**Phone:** (518) 402-9381 • **Fax:** (518) 486-9957
**Website:** www.dec.ny.gov

Joe Martens
Commissioner

February 22, 2013

Mark Blanke, P.E.
Assistant Director for Technical Services
NYS Department of State
One Commerce Plaza
99 Washington Ave.
Albany, NY 12231-0001

Dear Mr. Blanke:

Pursuant to 19 NYCRR Part 1204.15, the New York State Department of Environmental Conservation (DEC) is providing notice that the Annual Report requirement for 2012 has been fulfilled. The completed report is on file in the DEC Health and Safety Office. As previously requested, DEC herby provides the following information:

| | |
|---|---|
| Code Coordinator: | Michelle Glover-Brown, MPH |
| Code Compliance Managers: | Roland Ozols |
| | Andrew Fleck |
| | Justin Sievers |
| | Mark Moore |
| | Stephen Longtin |

As required, each manager is a licensed professional engineer. The Operations Division at DEC maintains a list of all construction permits, code compliance certificates and temporary approvals for occupancy.

Pursuant with the Memorandum of Understanding AMO07460 by and between DEC and the Department of State (DOS), DOS conducts annual fire prevention inspections of all buildings in the custody of DEC. Both parties keep a copy of all records for a period of three (3) years.

If you have any additional questions concerning this matter, please contact me at 402-8184.

Sincerely,

Michelle Glover-Brown, MPH
Director, Occupational Health and Safety

New York State Department of State
**Division of Code Enforcement and Administration**
99 Washington Avenue, Suite 1160
Albany, NY 12231
Ph:(518)-474-4073 FAX:(518)-486-4487
www.dos.state.ny.us

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**Reporting Year: 2012**

# Notification of completion of the Annual Uniform Code Administration and Enforcement Report pursuant to 19 NYCRR PART 1204 (§1204.14)

# STATE AGENCY

## UNIFORM CODE: ADMINISTRATION AND ENFORCEMENT BY STATE AGENCIES

### GENERAL INFORMATION

Name of State Agency: New York State Department of Environmental Conservation
Division of Operations

Mailing Address: 625 Broadway, 3rd Floor
Albany, NY 12233-5254

This Report is being submitted by: (Do not send individual building or facility reports to DOS, please submit these reports to the Primary Code Coordinator for the agency.

☒ Entire Agency ☐ Campus, Region or Division on behalf of the agency's primary code coordinator

If the form is being completed for anything other than the entire agency, please describe the Campus, Region or Division(be specific):

If form is being completed for anything other than the entire agency, has/will form be submitted to Central Agency:

Name of Primary Agency Code Coordinator: **Michelle Glover-Brown, MPH**

Title of Primary Agency Code Coordinator : **Director, Occupational Health & Safety**

Code Official NYDOS Certification #:

Phone Number: **518 402-9384** E-mail Address: **mxbrown@gw.dec.state.ny.us**

To list additional Code Coordinators and Code Compliance Managers enforcing the Uniform Code and Energy Code within your agency please use page 5 of this form

### NUMBER OF BUILDINGS WITHIN CUSTODY OF THIS AGENCY (To be completed by central agency)

1. Total number of buildings within the custody of this State Agency for reporting year **2011:** 1,876

2. Total number of buildings within the custody of this State Agency for reporting year **2010:** 1,992

### PERMITTING ACTIVITIES

| | | | |
|---|---|---|---|
| 3. Number of permits issued for new non residential buildings: | 12 | 9. Number of Code Compliance Certificates issued: | 2 |
| 4. Number of permits issued for new Multiple Residences R occupancies: | 0 | 10. Number of temporary approvals issued: | 1 |
| 5. Number of permits issued for additions to existing buildings: | 0 | 11. Number of open permits remaining for this reporting year: | 11 |
| 6. Number of permits issued for alterations to existing buildings: | 1 | 12. Number of suspended or revoked construction permits: | 0 |
| 7. Number of permits issued for repairs to existing buildings: | 2 | 13. Number of Stop work orders issued: | 0 |
| 8. Number of work items (projects) performed as a construction emergency: | 0 | 14. Number of permits issued for change in occupancy to existing buildings: | 0 |

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**Reporting Year: 2012**

**State Agency:** New York State Department of Er Division of Operations

### PERMITTING ACTIVITIES

15. Number of permits issued for demolition work: 1

16. Number of permits issued for one and two family dwellings: 0

### UNSAFE STRUCTURES AND EQUIPMENT

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

### VIOLATIONS

18. Number of code violations within the agency's buildings or structures which were not corrected within 60 days of their discovery: 0

19. Is a plan in place to correct violations which were not corrected within 60 days of their discovery: Yes

### FIRE SAFETY AND PROPERTY MAINTENANCE INSPECTIONS

20. Are buildings or structures, which are in the custody of this agency, inspected by another state agency or third party: Yes

20a. If Yes, please indicate which state agencies or third party performing inspections: OGS, Department of State, Electrical Underwriters

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

21a. Number of occupancies within the custody of this agency: 2

21b. Number of occupancies inspected: 2

**Multiple Dwellings (not including dormitories):**

22a. Number of buildings containing 3 or more dwelling units within the custody of the agency: 0

22b. Total number of dwelling units in multiple dwellings within the custody of the agency : 0

22c. Number of multiple dwelling buildings inspected: 0

**Dormitories:**

23a. Number of dormitory building within the custody of the agency: 0

23b. Number of dormitory buildings inspected: 0

**Non Residential buildings (not included above):**

24a. Number of occupancies within the custody of the agency: 2,055

24b. Number of occupancies inspected: 2,055



**Please type or print legibly - Incomplete or Illegible forms will be returned**

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# STATE AGENCY

## UNIFORM CODE: ADMINISTRATION AND ENFORCEMENT BY STATE AGENCIES

**Reporting Year: 2012** **State Agency:** New York State Department Division of Operations

### CODE COMPLIANCE (For Permit Issuing Agencies)

25. If applicable, check any of the following procedures that your agency uses to ensure compliance with the construction requirements of the **Uniform Code** ? (check all that apply)

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

☐ Other (Please Specify):

26. If applicable, check any of the following procedures that your agency uses to ensure compliance with the construction requirements of the **Energy Code** ? (check all that apply)

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

☐ Other (Please Specify):

### ENERGY CODE (For Permit Issuing Agencies)

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

☐ Yes, residential only ☐ Yes, non residential only ☒ Yes, non residential and residential ☐ No

28. Based on your 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 | 1 | Trade-off Method | 6 | Prescriptive Method | 3 |
| Other Software Method | 6 | Worksheets (DOS Web site) | 4 | Energy Analysis Method | 2 |

29. On average, how many field inspections are performed for energy code verification? 5 or more

30. Do Code Compliance Coordinators/Managers, actively enforcing the Energy Code, receive training annually in specific energy related areas such as building science, energy code compliance or energy code inspection procedures? Yes

31. Pursuant to Executive order No. 111 , on average, what percentage improvement in energy efficiency is achieved on new buildings relative to levels required by the State's Energy Conservation Construction Code? 20 %

32. Pursuant to Executive order No. 111, on average, what percentage improvement in energy efficiency is achieved on existing buildings relative to levels required by the State's Energy Conservation Construction Code? 10 %

33. Number of buildings within your agencies custody constructed to meet Green/LEED certification this reporting year? 3

34. Does your agency have regulations or a policy that mandates or promotes green and/or sustainable standards? Yes

34a. If yes, please describe: CP-49 Climate Change & DEC Actions

35. Does your agency have regulations or a policy that exceeds the Energy Conservation Construction Code of NYS? Yes

35a. If yes, please describe: were complying with Executive Order 111 now will comply with EO88

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# STATE AGENCY

## UNIFORM CODE: ADMINISTRATION AND ENFORCEMENT BY STATE AGENCIES

**Reporting Year: 2012**

**State Agency:** New York State Department of E
Division of Operations

### CODE COMPLAINTS

| | | | |
|---|---|---|---|
| 36a. Total number of bona fide Uniform Code related complaints received for this reporting year: | 0 | 36b. Total number of all bona fide Uniform Code related complaints acted upon for this reporting year: | 0 |
| 37a. Total number of all bona fide Energy Code related complaints received for this reporting year: | 0 | 37b. Total number of all bona fide Energy Code related complaints acted upon for this reporting year: | 0 |

### OPERATING PERMITS (Number of operating permits issued for this reporting year:)

| | | | |
|---|---|---|---|
| 38a. Are operating permits required by the agency: | No | 38e. 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); | 0 |
| 38b. buildings containing one or more areas of public assembly with an occupant load of 100 persons or more | 2 | | |
| 38c. Hazardous processes and activities, including but not limited to, commercial and industrial operations which produce combustible dust as a by-products, fruit and crop ripening, and waste handling: | 0 | 38f. 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 | 0 |
| 38d. Use of pyrotechnic devices in assembly occupancies; | 0 | 38g . Other: 0 | Please Specify: |

### SPECIAL INSPECTIONS

| | | | |
|---|---|---|---|
| 39a. Are special inspections required by the agency: | No | 39b. Does the agency retain special inspection reports: | Not Appl |
| 39c. Is a statement of special inspections required as part of a condition for permit issuance: | Not Applic | 39d. Are special inspection reports required to be submitted prior to the issuance of a certificate of compliance or completion: | N/A |

### ADDITIONAL INFORMATION

**Additional information/comments:**

### SIGNATURE

Name of Primary Agency Code Coordinator: Michelle Glover-Brown

E-mail Address: mxbrown@gw.dec.state.ny.us

Phone: 518 402-8184

**Signature:** Michelle Glover-Brown

Date: February 22, 2013



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# STATE AGENCY

UNIFORM CODE: ADMINISTRATION AND ENFORCEMENT BY STATE AGENCIES

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**Reporting Year: 2012**

**State Agency:** New York State Departmer

**List of additional Code Coordinators and Code Compliance Managers within the agency.**

| Name | Title | E-mail Address | DOS CEO Certification # | Compliance Manager/ Code Coordinator |
|---|---|---|---|---|
| Andrew Fleck, P.E. | Envir Eng (Civil) III | axfleck@gw.dec.state.ny.us | 0399-7118B | Compliance Manager |
| Jim Morier, P.E. | Bldg. Elect Eng | jsmorier@gw.dec.state.ny.us | 0704-7543B | Compliance Manager |
| Roland Ozols, P.E. | Envir Eng (Civil) IV | rvozols@gw.dec.state.ny.us | 0394-7052B | Compliance Manager |
| Justin Sievers, P.E. | Envir Eng (Civil) II | jfsiever@gw.dec.state.ny.us | 0908-7385 | Compliance Manager |
| Mark E Moore, P.E. | Envir Eng (Civil) III | memoore@gw.dec.state.ny.u | 1093-7393B | Compliance Manager |