

Victor - Building Department

SOLID FUEL BURNING & GAS FIRED APPLIANCES & CHIMNEYS



All solid fuel burning equipment and assemblies require a permit, including but not limited to:

- 1.) Gas Fireplaces - Stoves
- 2.) Wood Stoves
- 3.) Pellet & Corn Stoves
- 4.) Coal Stoves
- 5.) Manufactured Fireplaces
- 6.) Combination Solid Fuel/Gas or Oil Furnaces
- 7.) Masonry Fireplaces
- 8.) Chimneys - Masonry & Manufactured
- 9.) Chimney Repairs & Relining
- 10.) Vent Free

PERMITS

To obtain a permit, you must provide the following information with the completed permit application form available at the Town of Victor Building Department.

A.) Make, Model Number and Literature of any Manufactured Appliance or Chimney to be used.

Manufactured appliances and chimneys must be listed as tested by a laboratory recognized by the State of New York. Proof of listing usually accompanies the installation documents and, in the case of appliances, you will find a tag affixed to the appliance itself.

B.) Make, Description and Literature of Required Wall and Hearth Construction

All appliances must be installed on a non-combustible base in conformance with the installation instructions for the equipment. These instructions often specify combustibility, size and composition, including the heat transfer resistance rating that must be achieved.

C.) Chimney Termination Location Information

You must be able to provide the distance between the proposed chimney and openable windows, roof, adjacent building, etc. When making your application you will need to discuss this with the Building Department.

D.) Contractors as Applicants (Requirements)

The contractor must provide a current Certificate of Workers' Compensation. For self-employed contractors, a waiver of Compensation must be submitted. The address where the work will be done must be noted on the insurance certificate before submission.

E.) Permit Fees

Permit fees vary from year to year. They are user fees that offset the costs of permitting, inspection and records maintenance. The State of New York requires records for this type of permit and inspections performed, and the Town of Victor must keep them on file for seven (7) years after the demolition of the building containing the appliance or chimney.

INSPECTIONS

Inspections are required during construction. A final "on Completion" inspection, resulting in the issuance of a Certificate of Compliance, is required before you can use the equipment (request inspections by calling 585-742-5035 ext 1). You *MUST* call 24 hours in advance for the inspection.

A.) Chimneys

Masonry fireplaces and the chimney serving a masonry fireplaces are inspected before footing is poured, then upon installation of the first flue, and at completion before use.

Masonry chimneys serving a manufactured appliance (ie: wood stoves) are inspected before footings are poured, then at placement of the first flue above a connector, and again upon completion and prior to any use.

Factory built chimneys are inspected after installation but before enclosure. A copy of applicable installation instructions must be maintained on the site for the inspectors use during this inspection. The chimney is also inspected upon completion.

Chimney repairs/relining - Since chimney repairs vary depending on the degree of work needed, you should consult building department personnel at the time of the permit application to determine the appropriate inspection procedure.

B.) Appliances

Masonry fireplaces are inspected at placement of the first flue above the smoke chamber and upon completion prior to any use.

Wood stoves or factory built fireplaces are inspected before enclosure at a time when required distance to combustible and hearth/wall protection construction is visible. Final inspection before use is also required. Manufacturer's installation inspections must be maintained on the site for inspectors use during the inspection.

Fireplace inserts are inspected after direct connector/liner is installed but before unit is placed in the fire box. Final inspection before use is also required. Manufacturer's installation instructions must be maintained on the site for inspectors use during the inspection.

Solid fuel and combination furnaces are inspected during installation, before the chimney is enclosed and upon completion before use. Manufacturer's installation instructions must be maintained on the site for inspectors use during the inspection.

Gas fire appliances should be inspected during installation. These devices are required to be direct vented to the outside and installed per UL listing. AGSA Code and RG&E Regulations. Standing pilot lights are NOT allowed with manual shut offs. Final inspection before use is also required. Manufacturer's installation instructions must be maintained on the site for inspectors use during inspection.

Masonry fireplace repairs - Since fireplace and venting repairs vary depending on the degree of work needed, you should consult department personnel at the time of the permit application to determine the appropriate inspection procedure.

CERTIFICATE OF COMPLIANCE

A Certificate of Compliance will be mailed to you upon completion of the final inspection. Receipt of this certification allows you to start using the equipment. It is recommended that masonry installations be allowed to "cure" for thirty (30) days before being used.

SOME COMMON MISTAKES TO AVOID

All Chimneys must end at least twenty (20) feet from any building opening and penetrate a roof to be at least two (2) feet above any portion of the roof construction within ten (10) feet of the chimney.

Hearths for wood stoves, and manufactured fireplaces must be constructed of the proper materials in the required thickness. For specific requirement, contact the appliance manufacturer for recommendations.

Make sure the room in which the appliance is located is sufficient to provide required combustion air.

Flues must be sized in accordance with the provisions of N.F.P.A 211. Gas flues sized per A.G.A.

Connectors between an appliance and a chimney must be secured with rivets or screws and have proper clearances to combustibles.

Hearth extensions must be sized in accordance with manufacturer's specifications or in the case of masonry fireplaces, the requirements of N.F.P.A 211.

Mantles must be placed so that the combustible components cannot be heated to temperatures in excess of 175 degrees, or ignited by sparks or embers from the fire.

All appliances must be listed by, and bear the label of an accredited testing laboratory.

WHAT TO DO IN THE EVENT OF A FIRE

In the event of a fire involving your fireplace, chimney or wood burning appliance:

- 1.) **CALL 911.** Do not attempt to extinguish the fire before notifying the fire department.
- 2.) **ALERT** other family members and meet outside your home at your prearranged meeting spot.
- 3.) **LEAVE A LIGHT ON OUTSIDE YOUR HOME** so the fire department can quickly locate you
- 4.) **WARNING:** A Certificate of Compliance issued by the Building Department is required by Section 1260 of the New York State Uniform Fire Prevention and Building Code, before placing any solid fuel burning appliance or chimney into operation. An inspection by a Code Enforcement Official must be made before placing a solid fuel burning appliance or chimney into operation, after a fire.

**INSTALL SMOKE DETECTORS ON EACH FLOOR OF YOUR HOME.
CONTACT FIRE MARSHAL'S OFFICE FOR EXACT LOCATION.**