

# Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

County  City  Town  Village  
(Select one.)

of RAMAPO

FILED  
STATE RECORDS

DEC 07 2016

DEPARTMENT OF STATE

Local Law No. 4 of the year 2016

A local law AMENDING LOCAL LAW NO. 10-2004 (ZONING), AS AMENDED, TO REVISE  
(Insert Title)  
VARIOUS SECTIONS CONCERNING APPLICABILITY OF THE NEW YORK STATE  
UNIFORM FIRE PREVENTION AND BUILDING CODE AND THE STATE ENERGY  
CONSERVATION CONSTRUCTION CODE

Be it enacted by the Town Board of the  
(Name of Legislative Body)

County  City  Town  Village  
(Select one.)

of Ramapo as follows:

(If additional space is needed, attach pages the same size as this sheet, and number each.)

LOCAL LAW NO. 4-2016

A LOCAL LAW AMENDING LOCAL LAW NO. 10-2004 (Zoning) As Amended,  
To Revise Various Sections Concerning Applicability of the  
New York State Uniform Fire Prevention and Building Code and the  
State Energy Conservation Construction Code

Section 1 - LEGISLATIVE INTENT

The New York State Uniform Fire Prevention and Building Code has been adopted and recognized by the Town as the official Building and Construction Code of the Town of Ramapo. The New York Department of State, in its review of the Town's Zoning Law, has directed the Town to amend its Zoning Law to clarify the applicability of, and compliance with, various provisions of the New York State Uniform Fire Prevention and Building Code and the State Energy Conservation Construction Code.

Section 2 – AMEND SECTION 376-141 “Adoption of Uniform Fire Prevention and Building Code by Reference”

to read as follows:

Adoption of New York State Uniform Fire Prevention and Building Code and the State Energy Conservation Construction Code

The New York State Uniform Fire Prevention and Building Code and the State Energy Conservation Construction Code are hereby adopted and recognized as the official Building Construction Codes of the Town for purposes set forth therein and as it may be amended from time to time.

Section 3 – AMEND SECTION 376-142 “Granting of Building Permits and Certificates of Occupancy and/or Use”

to read as follows:

No building permit, certificate of occupancy or certificate of use shall be issued unless the proposed construction or use is in conformance with all provisions of this chapter, the New York State Uniform Fire Prevention and Building Code, the State Energy Conservation Construction Code and other applicable laws.

Section 4 – AMEND SECTION 376-144 (B) “Building Permit Required”

to read as follows:

B. Any change in the bulk of a building, structure, or nonbuilding use, but not including ordinary repairs, provided that such repairs do not involve:

- 1) the removal or cutting away of a loadbearing wall, partition, or portion thereof, or of any structural beam or load bearing component
- 2) the removal or change of any required means of egress, or the rearrangement of parts of a structure in a manner which affects egress,
- 3) the enlargement, alteration, replacement or relocation of any building system,
- 4) the removal from service of all or part of a fire protection system for any period of time.

Section 5 – AMEND SECTION 376-145 (A)(2) “Application Procedure”

to read as follows:

(2) Each application for a building permit shall be accompanied by plans and specifications which must comply with the New York State Uniform Fire and Building Code and the State Energy Conservation Construction Code, including plot plans and site plans, as required, drawn to scale, showing the location and size of all proposed new construction and all existing structures on the site, the nature and character of the work to be performed and the materials to be incorporated, distance between structures, distance from lot lines, widths and grades of adjoining streets, walks and alleys, and, where required by the Building Inspector, details of structural, mechanical and electrical work, including computations, stress diagrams and other technical data, and the location of any existing or proposed well or septic system. Plans and specifications shall bear the signature and seal of architect or engineer and his/her New York State license number, unless otherwise exempted by the Education Law.

Section 6 – AMEND SECTION 376-145 “Application Procedure” by adding a new paragraph “D”

to read as follows:

D. Town will (1) perform all construction inspections required by 19 NYCRR section 1203.3(b), (2) require that all work must remain accessible and exposed until inspected and accepted by the Town, (3) after each inspection, note the work as satisfactory as completed or notify the permit holder as to where the work fails to comply with the New York State Uniform Fire Prevention and Building Code and/or State Energy Conservation Construction Code, and (4) require that any work not in compliance with the New York State Uniform Fire Prevention and

Building Code and/or State Energy Conservation Construction Code remain exposed until it has been brought into compliance with said codes, has been re-inspected by the Town, and has been found by the Town to be satisfactory as completed.

Section 7 – AMEND SECTION 376-147 “Revocation of Permits” to add a new paragraph “F”

to read as follows:

F. When a building permit has been issued in error because of incorrect, inaccurate, or incomplete information, or the work for which the permit was issued violates the New York State Uniform Fire Prevention and Building Code or the State Energy Conservation Construction Code, such permit shall be revoked or suspended until such time as the permit holder demonstrates that all work completed and all work proposed shall be in compliance with the applicable provisions of the code.

Section 8 – AMEND SECTION 376-149 (B) “Certificates of Occupancy and/or Use”

to read as follows:

B. A temporary certificate of occupancy may be issued for periods of up to 90 days, but not more than one year in the aggregate. A temporary certificate of occupancy will be issued only if the building (or portion of the building for which the temporary certificate is issued) may be occupied safely, any fire- and smoke-detecting or fire protection equipment which has been installed is operational, all required means of egress from the structure have been provided, and such temporary certificate of occupancy otherwise complies with all requirements of 19 NYCRR section 1203.3(d)(3). During the period that a temporary certificate of occupancy is in effect, the owner of the subject building is required to bring the building into full compliance with the applicable provisions of the New York State Uniform Fire Prevention and Building Code and the State Energy Conservation Construction Code. The Building Inspector shall require a cash deposit or an irrevocable letter of credit drawn on a bank and in a form satisfactory to the Town attorney to ensure and guarantee the completion of the structure and site improvements. The Building Inspector shall determine the sum of said cash or letter of credit.

Section 9 – AMEND SECTION 376-1410 (B)(2) “Issuance of Certificates of Occupancy and/or Use”

to read as follows:

(2). The Building Inspector shall examine or cause to be examined all buildings, structures, and sites for which the application has been filed. Issuance of a certificate of

occupancy or a certificate of compliance shall be preceded by an inspection of the building, structure, or work. A certificate of occupancy shall not be issued until all required construction inspections have been performed and the project passes such inspections. Where applicable, a written statement of structural observations and/or final report of special inspections, prepared in accordance with the provisions of the New York State Uniform Fire Prevention and Building Code, must be received prior to the issuance of the certificate. Also, where applicable, flood hazard certifications, prepared in accordance with the provisions of the New York State Uniform Fire Prevention and Building Code must be received prior to the issuance of the certificate.

Section 10 – AMEND SECTION 376-151 (C) “Powers and Duties”

to read as follows:

C. Variances. On appeal from an order, requirement, decision or determination made by the Building Inspector, or on referral of an applicant to the Board by an approving agency acting pursuant to this chapter, the Board of Appeals is authorized to vary or modify the strict letter of this chapter as set forth below, except that in no case may a variance be granted from provisions of the New York State Uniform Fire Prevention and Building Code and the State Energy Conservation Construction Code.

Section 11 – AMEND THE ZONING LAW by adding a new section 376-1417 “Operating Permits”

to read as follows:

OPERATING PERMITS.

- A. Operating permits shall be required for conducting the activities or using the categories of buildings listed below:
- 1) 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,
  - 2) 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,
  - 3) use of pyrotechnic devices in assembly occupancies,
  - 4) Buildings containing one or more areas of public assembly with an occupant load of 100 persons or more, and

- 5) 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 New York State Uniform Fire Prevention and Building Code.
- B. Parties who propose to undertake the types of activities or operate the types of buildings listed in paragraph (1) of this subdivision shall be required to obtain an operating permit prior to commencing such operation. An application for an operating permit shall contain sufficient information to permit a determination that quantities, materials, and activities conform to the requirements of the New York State Uniform Fire Prevention and Building Code. Tests or reports necessary to verify conformance shall be required.
- C. An inspection of the premises shall be conducted prior to the issuance of an operating permit.
- D. A single operating permit may apply to more than one hazardous activity.
- E. Operating permits may remain in effect until reissued, renewed or revoked or may be issued for a specified period of time consistent with local conditions.
- F. Where activities do not comply with applicable provisions of the New York State Uniform Fire Prevention and Building Code, an operating permit shall be revoked or suspended.

Section 12 – AMEND Section 376-5 “Definitions”

by adding new definitions as follows:

Operating Permit – A permit is required to conduct activities or to use a category of buildings as set forth in 19 NYCRR, Section 1203.3(g) as may be amended.

Order to Remedy – Means an order to remedy any condition found to exist in, on, or about any building in violation of the New York State Uniform Fire Prevention and Building Code and the provisions of this chapter.

Section 13 – AMEND Article XIV “Administration and Enforcement”

to read as follows:

Administration and Code Enforcement

Section 14 – AMEND Section 376-140 “Enforcement Officials: Powers and Duties of Building Inspector” by adding a new Paragraph “I”

to read as follows:

I. Complaints

The Building Inspector shall, within a reasonable time, review and investigate complaints which allege or assert the existence of conditions or activities that fail to comply with the New York State Uniform Fire Prevention and Building Code, the Energy Conservation Construction Code, the zoning law, or any other local law or regulation adopted for administration and enforcement of the New York State Uniform Fire Prevention and Building Code or the State Energy Conservation Construction Code. The process for responding to a complaint shall include such of the following steps as the Building Inspector may deem to be appropriate:

- 1) Performing an inspection of the conditions and/or activities alleged to be in violation, and documenting the results of such inspection,
- 2) If a violation is found to exist, providing the owner of the affected property and any other person who may be responsible for the violation with notice of the violation and opportunity to abate, correct or cure the violation,
- 3) If appropriate, issuing a Stop Work order,
- 4) If a violation which was found to exist is abated or corrected, performing an inspection to ensure that the violation has been abated or corrected, preparing a final written report reflecting such abatement or correction, and filing such report with the complaint.

Section 15 – AMEND Section 376-140 “Enforcement Officials: Powers and Duties of Building Inspector” by adding a new Paragraph “H”

to read as follows:

## H. Order to Remedy

1) The Building Inspector is authorized to order in writing the remedying of any condition or activity found to exist in, on or about any building, structure or premises in violation of the New York State Uniform Fire Prevention Code, the State Energy Conservation Construction Code and the Town of Ramapo Zoning Law. The time within which a person or entity served with an Order to Remedy is required to comply with such Order to Remedy is fixed at 30 days following the date of such Order to Remedy. An Order to Remedy shall include a statement substantially similar to the following: "The person or entity served with this Order to Remedy must completely remedy each violation described in this Order to Remedy by \_\_\_\_\_ (specify date), which is thirty (30) days after the date of this Order to Remedy." The Order to Remedy shall be served personally or by certified or registered mail within five days of the date of the order.

2) Service. An Order to Remedy shall be served personally or by certified or registered mail within five days of the date of the order. For purposes of this section:

- a) if an Order to Remedy is served personally by any authorized means that requires more than one action by the person effecting service (such as service by "delivery and mail," similar to that authorized by CPLR 308(2)), the Order to Remedy shall be deemed to be served on the date on which the last required action is taken, and
- b) an Order to Remedy served by certified or registered mail shall be deemed to be served on the date it is mailed.

3) Requiring immediate commencement of corrective action. Nothing in this section shall be construed as prohibiting such Order to Remedy from including provisions ordering the person or entity served with such Order to remedy:

- a) to begin to remedy the violations described in the Order to Remedy immediately, or within some other specified period of time which may be less than 30 days; to continue diligently to remedy such violations until each such violation is fully remedied; and, in any event, to complete the remedying of all such violations within 30 days of the date of such Order to Remedy and/or
- b) to take such other protective actions (such as vacating the building or barricading the area where the violations exist) which are authorized by the code enforcement program of the Town or by any other applicable statute, regulation, rule, local law, or ordinance, and which the Town may deem appropriate, during the period while such violations are being remedied.

Section 16 – AMEND Section 376-140 “Enforcement Officials: Powers and Duties of Building Inspector” by adding a new Paragraph “J”

to read as follows:

**Title: J. Record Keeping**

1. The Building Inspector shall keep permanent official records of all transactions and activities conducted by all Code Enforcement Personnel, including records of:

- a) all applications received, reviewed and approved or denied,
- b) all plans, specifications and construction documents approved,
- c) all Building Permits, Certificates of Occupancy, Certificates of Compliance, Temporary Certificates, Stop Work Orders, and Operating Permits issued,
- d) all inspections and tests performed,
- e) all statements and reports issued,
- f) all complaints received,
- g) all investigations conducted,
- h) all other features and activities specified in or contemplated by this local law, and
- i) all fees charged and collected,

2. All such records shall be public records open for public inspection during normal business hours. All plans and records pertaining to buildings or structures, or appurtenances thereto, shall be retained for at least the minimum time period as required by State law and regulation.

Section 17 – EFFECTIVE DATE

This Local Law shall take effect immediately upon filing with the Secretary of State.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. 4 of 2016 of the ~~(County)(City)~~(Town)(Village) of Ramapo was duly passed by the Town Board of the Town of Ramapo on November 10, 2016, in accordance with the applicable provisions of law.  
*(Name of Legislative Body)*

**2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) *(Name of Legislative Body)* (repassed after disapproval) by the \_\_\_\_\_ and was deemed duly adopted *(Elective Chief Executive Officer\*)* on 20   , in accordance with the applicable provisions of law.

**3. (Final adoption by referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) *(Name of Legislative Body)* (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. *(Elective Chief Executive Officer\*)*

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) *(Name of Legislative Body)* (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

**5. (City local law concerning Charter revision proposed by petition.)**

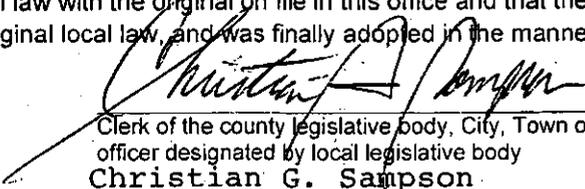
I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 20\_\_\_\_, became operative.

**6. (County local law concerning adoption of Charter.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

**(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)**

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph 1 above.

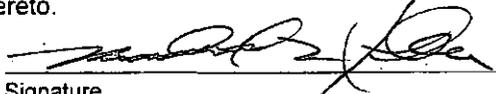
  
Clerk of the county legislative body, City, Town or Village Clerk or officer designated by local legislative body  
**Christian G. Sampson**  
Date: November 28, 2016

(Seal)

**(Certification to be executed by County Attorney, Corporation Counsel, Town Attorney, Village Attorney or other authorized attorney of locality.)**

STATE OF NEW YORK  
COUNTY OF ROCKLAND

I, the undersigned, hereby certify that the foregoing local law contains the correct text and that all proper proceedings have been had or taken for the enactment of the local law annexed hereto.

  
Signature  
Town Attorney - Michael L. Klein  
Title

~~County~~  
City of Ramapo  
Town \_\_\_\_\_  
Village \_\_\_\_\_

Date: November 28, 2016