

## **IMPORTANT INFORMATION**

1. RG&E gas/carbon monoxide emergency number: 1-800-743-1702
2. RG&E electricity interruptions: 1-800-743-1701

### **If you smell gas, take these additional precautions:**

1. Leave the area immediately and call RG&E or 911 from a nearby location
2. Do not light a match or lighter
3. Do not turn on or turn off light switches.
4. Do not use the telephone
5. Stay out of the house. Wait for an RG&E representative or 911 and explain the situation.

### **Carbon Monoxide:**

This gas results from incomplete combustion. It is a colorless, odorless, poisonous gas that accumulates in the bloodstream and frequently causes death. The early symptoms of carbon monoxide poisoning are:

- Headache
- Dizziness
- Faintness
- Drowsiness
- Pain in the eyes or nose
- Coughing
- Ringing in the ears
- Seeing spots before your eyes

If you suspect carbon monoxide fumes, leave your home and call RG&E or 911 from a nearby phone.

### **Why do I need a Permit?**

A permit is the typical method used to determine whether a proposed construction or installation complies with zoning laws and building codes. The building permit review process and inspections are intended to secure the public protection from the hazards of fire and inadequate building construction, and ensure that the requirements of the New York State Uniform Fire Prevention & Building Code have been satisfied.

### **What is the New York State Uniform Fire Prevention & Building Code?**

This code is the minimum construction standard set by State law, for all building project related to activities performed within the State of New York.

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**Battery and AC powered carbon monoxide detectors are available at local retail stores. Properly installed and maintained alarms will audibly notify you and your family of the presence of carbon monoxide gas.**

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**Smoke & Carbon Monoxide detectors shall be installed in every dwelling as required by New York State Law.**



## **Town of Greece Technical Services**

**William D. Reilich, Supervisor**



### **RESIDENTIAL GAS FIREPLACES**

The installation or replacement of gas fireplaces or gas inserts, including venting within a building requires a permit and inspections.

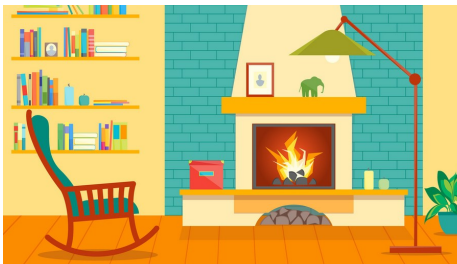
All gas fireplaces & inserts shall be installed in accordance with the manufactures installation instructions.

Town of Greece  
One Vince Tofany Blvd  
Greece, NY 14612  
Phone: 585-723-2443  
Fax: 585-723-2457

## PERMITS

To obtain a permit for a gas appliance, the following information must be provided with the completed application. Application forms are available at the Technical Services Department or online at [www.greecenycity.gov](http://www.greecenycity.gov)

1. Contractors As Applicants (*with Homeowners permission*) - Requirements:  
The contractor will provide original certification of Workman's Compensation and Liability Insurance coverage, naming the Town of Greece as the certificate holder. For self-employed contractors, a waiver of Workman's Compensation may be submitted (CE-200).
2. Homeowners As Applicant - Requirements:  
A homeowner can install a gas fireplace or insert at their residence. However, they will be required at the time of application to sign a notarized affidavit stating they will be doing the work themselves and have no other outside agency performing any of the work and also assume any liability of the installation.
3. Manufacturers installation instructions showing accredited testing agencies label along with clearances to combustibles and approved venting methods.



## REQUIRED INSPECTIONS

### A. Appliance Inspections:

Gas fireplaces may require several inspections during installation. The Technical Services Department will outline a list of the required inspections to the permit application at the time the permit is issued. If the inspections result in approval, a Certificate of Compliance will either be e-mailed, mailed to the property owner or will be available for pickup at the front counter. Request inspections by calling 723-1923.

**The appliance installation manual including venting requirements must be on site for the inspectors use at the time of inspection.**

### B. Electrical Inspections:

The Town of Greece registers electrical inspection agencies to perform inspections of all electrical installations for gas appliances. Address any questions regarding the electrical component of the installation to the registered agency that you have chosen to inspect the work. The registered electrical inspection agencies numbers are listed below:

**Commonwealth Electrical Inspection Services**  
624-2380  
**New York Electrical Inspection Agency**  
436-4460  
**Middle Department Inspection Agency**  
454-5191

## LOCATING A CHIMNEY OR VENT

1. Masonry chimneys must terminate at least 2 feet above combustible material within 10 feet.
2. "B" vent must terminate in accordance with the manufacturer's instructions.
3. Sidewall vents must terminate in conformance with the manufacturer's instructions. The vent termination should be constructed in accordance with the manufacturer's specifications.
4. All vents and chimneys are required to terminate a certain distance from openings such as windows, to prevent flue gases from entering the building. Minimum distance varies by the type and size of the appliance or vent, as specified in the manufacturer's instructions.
5. Sidewall vents should be located so that the flue gases do not affect building masonry or foliage plantings.

