



# a town for a lifetime IRONDEQUOIT *New York*

## AGREEMENT

### PLUMBING LICENSES AND PERMITS

- When you do any plumbing work in the Town of Irondequoit, including water service connections and sewer service connections, please bear in mind that plumbing licenses and plumbing permits are required for such work by Chapter 171, Plumbing, of the Code of the Town of Irondequoit, and that inspections are required by New York State law during your construction project.  
**Plumber's license required:** All persons doing plumbing installations, alterations, or repairs are required to first obtain a plumber's license.
- **Evidence of competence:** A copy of a current plumbing license from the City of Rochester shall be sufficient evidence of competence and shall be provided with any application for a plumbing license.
- **Plumbing work by other than licensed plumber unlawful:** It is unlawful for any licensed plumber to sign an application for a plumbing permit for any person or contractor without a plumbing license. Violation of this provision of the Code of the Town of Irondequoit shall be sufficient reason for revocation of the plumber's license.
- **All plumbing work must be performed personally by a licensed plumber or by knowledgeable employees working directly under their supervision.**
- **License privileges nontransferable:** No licensed plumber shall extend his or her license privileges to cover plumbing work not done personally by his or her employees.
- **Names of employees:** Plumbers applying for plumbing licenses shall specify as part of their application for same the names of all employees of the firm. Any addition or deletion from the list of names submitted shall be promptly reported to the Town of Irondequoit.
- **Proof of employment:** The Town of Irondequoit reserves the right to require W-2 forms or other documentation confirming employment if any question arises as to the employees of a particular firm or a particular licensed plumber.
- **Emergency repairs:** Property owners are not prohibited from making emergency repairs, provided that a permit shall be obtained within a reasonable time after the repair is done and a test and/or inspection of the work is made.
- **Storm sewer inspection:** Inspection is required after all pipe is in and connected and before backfilling.
- **Rough plumbing inspection:** Underground plumbing shall be inspected before covering; aboveground to be inspected before insulation and/or drywall are in place. The system must be filled or otherwise tested.
- **Final inspection:** A final inspection is required when all work is complete, and the space is ready to be occupied/used.
- **Advance notice is necessary to schedule the required inspections.** This can be accomplished by calling this office at (585) 336-6072 no later than 3:00 p.m. on the (business) day before.
- **Failure to schedule required inspections:** Will result in an additional fee of up to \$100 in addition to your building permit fee for each violation or re-inspection that is required. Items not previously inspected shall be uncovered or otherwise exposed or verified for the inspector. This office reserves the right to require additional information and/or verification from an architect or engineer if **necessary**.
- **Depending on the specifics of your project, there may be other inspections needed to satisfy applicable code requirements.** We will let you know what rules will apply to your project.
- If you have any questions about any of the above, please feel free to contact this office at (585) 336-6026 for more information.

I have read and agree to follow all of the above-described rules and regulations of the Chapter 171, Plumbing, of the Code of the Town of Irondequoit, and the New York State Uniform Fire Prevention and Building Code.

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

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## **APPLICATION FOR PLUMBING LICENSE**

### APPLICANT INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Zip code: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

### EMERGENCY CONTACT

Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Zip code: \_\_\_\_\_

Business Phone: \_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Federal I.D. Number: \_\_\_\_\_

Proof of Insurance is required by New York State Bureau of Compliance as follows:

Liability Insurance     Workers' Comp (C105.2 or U26.3)     Disability (DB120.1)

Please Note: if you are filling out the CE-200 Exemption Form, as a Sole Proprietor, you are required to indicate the Address of the location and Date range for each job where you are performing work. Once completed please sign and date the form; keep a copy for yourself and provide the original to the Building Department.

State website: <http://www.wcb.ny.gov/ebix/wc> There is also a link on the Town's website: [www.irondequoit.org](http://www.irondequoit.org) – Click on Town Departments – Click "Building & Development"; Click Permit application & forms which takes you to "Community Development Forms. Choose CE-200 link. Click the "Request Exemption" link.

City of Rochester License Number \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Please provide a photocopy of your License Card

License Holder's Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Journeymen and/or Apprentices:

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

[ Please add additional page for more names.]

**License Fee schedule:**

**January 1 to and including December 31.... \$100**

**July 1 to and including December 31..... \$ 50**

**October 1 to and including December 31.... \$ 25**

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