

# OFFICE OF THE BUILDING DEPARTMENT



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## **GENERAL REQUIREMENTS FOR CONVERSION OF A SUMMER/SEASONAL DWELLING INTO A YEAR ROUND DWELLING**

- 1) A Building Permit required. After dwelling is brought to code, an Affidavit Type Certificate of Occupancy will be issued for a Year Round Dwelling.
- 2) The building envelope shall be insulated roof/ceiling, wall or floor cavities insulated to full depth with insulation having a minimal nominal value of R-3.0/inch with Blown-in Class A cellulose, Spray Foam (open or close cell), or Fiberglass Batt Insulation.
- 3) Windows and Doors.
  - a) Existing windows shall have storm windows installed over existing fenestration or shall be double pane, with a U-Factor of 0.32, and shall meet egress requirements for bedrooms.
  - b) Exterior doors to have storm doors or be replaced with insulated doors.
- 4) Smoke and CO alarms shall be installed throughout the house and if possible shall be interconnected and hardwired.
- 5) Electrical service to the dwelling shall be a min. of 100 amps, may be allowed to be 60 amps if load test is performed.
- 6) The heating unit must be at least 80% efficient.
- 7) Any new electrical work must be inspected by a Town of Monroe approved agency.

## **2017 NYS Supplement of the 2015 IRC Appendix J (Existing buildings and structures)** **APPENDIX J EXISTING BUILDINGS AND STRUCTURES** **SECTION AJ104 ENERGY EFFICIENCY**

AJ104.1.1 Additions, alterations, or renovations. Additions, alterations, or renovations to an existing building, building system or portion thereof shall conform to the provisions of Section N1107 of this code as they relate to new construction without requiring the unaltered portion(s) of the existing building or building system to comply with this chapter. An addition shall be deemed to comply with this chapter if the addition alone complies or if the existing building and addition comply with this chapter as a single building. Additions, alterations, or renovations shall not create an unsafe or hazardous condition or overload existing building systems.

AJ104.1.2 Change in occupancy or use. Spaces undergoing a change in occupancy that would result in an increase in demand for either fossil fuel or electrical energy shall comply with Section N1111 of this code.

AJ104.1.3 Change in space conditioning. Any non-conditioned space that is altered to become conditioned space shall comply with the provisions of this chapter for an addition.