



# CERTIFICATE OF COMPLIANCE

issued by the Building Division of

THE CITY OF ITHACA, NEW YORK

The Director of Code Enforcement hereby certifies that the building located at

312 Geneva Street N

used and occupied as a

**\*FIVE (5) DWELLING UNITS IN A R-3aa ZONE**

conforms with the requirements of the applicable New York State Codes: the New York State Multiple Residence Law, if applicable, and the City of Ithaca Housing and Zoning Code as to minimum standards applicable to a building of its class and intended occupancy.

Declaration of intent has been made by the owner of this building that these standards of safety will be maintained and occupancy will be maintained in compliance with the zoning regulations of the City of Ithaca and issuance of this certificate is predicated upon this declaration.

This certificate is, therefore, summarily revocable when, as and if it is determined that said standards are not maintained. This certificate is not transferable.

Under present ownership, this certificate shall be valid for a maximum period of Three (3) year from the issue date.

Owner: William S. Downing, III  
4766 Coquina Crossing Drive  
Elkton, FL 32033

Electrical Certification: Per CM

Date: 2/25/2020

Housing Code Supervisor

Dated: 10/16/2023

\*Please note the conditions listed on the attached cover letter dated 11/15/2023



## CITY OF ITHACA

108 East Green Street Ithaca, New York 14850-5690

BUILDING DEPARTMENT - 4<sup>TH</sup> Floor

Telephone: 607 274-6508 Fax: 607 274-6521

11/15/2023

William S. Downing, III  
4766 Coquina Crossing Drive  
Elkton, FL 32033

### **RE: Certificate of Compliance for 312 Geneva Street N**

Dear Owner:

Attached is a Certificate of Compliance, which is based on the conditions as observed on inspection of the premises on **October 16, 2023**, and is being issued effective that date, for your property located at **312 Geneva Street N**. This Certificate is issued at this time with the following conditions attached:

**\*NOTE #1: Maximum occupancy is limited by the City of Ithaca Housing and Zoning Code as follows:**

#### **FIVE (5) DWELLING UNITS IN A R-3aa ZONE**

**Apt. # 1: 5 Unrelated Persons**

**Apt. # 2: 2 Unrelated Persons**

**Apt. # 3: 1 Unrelated Person**

**Apt. # 4: 3 Unrelated Persons**

**Apt. # 5: 3 Unrelated Persons**

**\*NOTE #2: The attic can not be used as habitable space.**

**MAXIMUM OCCUPANCY IS LIMITED TO 14 UNRELATED PERSONS. OWNER MAY DISTRIBUTE WITHIN THAT LIMITATION INDIVIDUALS/PERSONS AS LISTED ABOVE.**

1. This Certificate is granted based on a visual inspection of the premises and the correction of any apparent deficiencies found.
2. This Certificate does not include approval of electrical wiring unless a New York Board of Fire Underwriters Certificate number or a defects removed by the City of Ithaca Electrical Inspector is indicated on the attached certificate.
3. This building is equipped with fire protection equipment (i.e.: single station smoke detectors and/or fire detection or alarm systems) which is required under existing City and State building codes. As property owner it is your responsibility to ensure that this equipment is maintained and periodically tested according to manufacturer's specifications, NYS Building Code, and NFPA requirements.

William S. Downing, III  
4766 Coquina Crossing Drive  
Elkton, FL 32033

11/15/2023

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**RE: Certificate of Compliance for 312 Geneva Street N**

4. This certificate letter is limited to the extent indicated on the decision for Case #HC-37-78 (Housing Board of Review), BZA-1638 (Board of Zoning Appeals)

**A Certificate of Compliance may be issued to the new owner upon application to this office WITHIN SIXTY (60) DAYS OF THE LAST INSPECTION (see enclosure).**

Sincerely,

A handwritten signature in black ink, appearing to read "James Gatch", with a stylized flourish at the end.

James Gatch  
Housing Code Supervisor

JG:fm  
Attachment  
cc: Jack Mitchell



## CITY OF ITHACA

108 East Green Street Ithaca, New York 14850-5690

BUILDING DEPARTMENT - 4<sup>TH</sup> Floor

Telephone: 607 274-6508 Fax: 607 274-6521

### Property Information Form

Please review and fill in any missing information. This form must be signed by the owner/agent and returned.

**Please Note: This form is to be used for Properties that are For Sale**

This Property Information Form must be given to the 'NEW OWNER', who shall complete the form and return it to this office 'WITHIN SIXTY (60) DAYS' for the Certificate of Compliance to remain valid.

Building Address: **312 Geneva Street N**  
**Ithaca, NY 14850**

NEW OWNERS' NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_ CELL PHONE: \_\_\_\_\_

FAX NUMBER: \_\_\_\_\_ \*E-MAIL ADDRESS: \_\_\_\_\_

*\* Add your email address to receive an email notification for Exterior Property Maintenance Tickets.*

**Property owners who do not reside in Tompkins County or one of its contiguous counties must file an Agency Agreement with the Ithaca Building Department. A Certificate of Compliance will not be issued without an Agency Agreement submitted to this department. Forms can be obtained on line at [www.cityofithaca.org](http://www.cityofithaca.org) or by calling the Building Department at (607) 274-6508.**

Please indicate if owner-occupied: YES NO

#### PARKING SPACES:

Number on site: 7

Number required for building: 5

Number leased off site:

Number leased to other properties:

## Property Information Form (Cont'd)

### DWELLING UNIT AND RENTAL ROOM INFORMATION

According to our records, the legal number of bedrooms and occupants in the building are listed below:

**The maximum building occupancy is limited by the City of Ithaca Zoning Regulations. The building occupants can be distributed in each unit according to the legal capacity as designated below. However, the total number of Unrelated Occupants in this building shall not exceed 14.**

**The attic can not be used as habitable space.**

<b>Dwelling Unit Number</b>	<b>Floor Location</b>	<b>Number of Bedrooms</b>	<b>Bedroom Capacity Unrelated Occupants</b>	<b>Bedroom Capacity Related Occupants</b>
Apt. # 1	1	2	5	5
Apt. # 2	2	1	2	2
Apt. # 3	2	1	1	1
Apt. # 4	1	2	3	3
Apt. # 5	2, 3	1	3	3

## **Property Information Form (Cont'd)**

### **DECLARATION**

I \_\_\_\_\_ am the owner or agent of the property at the above address.

I have reviewed the above information and declare that the information contained herein is accurate. As the owner/agent, I have the authority to make this declaration.

I understand that as the owner/agent of the property I am responsible for maintaining the building and systems in accordance with all the applicable New York State Codes, Ithaca Housing Code, Ithaca Exterior Maintenance Code, and the City of Ithaca Zoning Ordinance or any other applicable law or regulations pertaining to the maintenance and safety of this property.

As a rental dwelling it is the owners/agents' responsibility to limit the occupancy to the occupancy stated in this document.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_  
Owner / Agent

# CHIMNEY SERVICE REPORT

2098

SERVICE PROVIDER:



George

118 South Meadow St.  
Ithaca, N.Y. 14850  
607-272-2650

Technician

Service date 11/13/23 Time 1:00

CUSTOMER:

Name William Downing

Address 312 North Geneva St.

City Ithaca State \_\_\_\_\_ Zip \_\_\_\_\_

Phone (904) 705-1702

E-mail \_\_\_\_\_

Directions to home \_\_\_\_\_

## SYSTEM INFORMATION

Fireplaces, Number of..... 2

Construction.....

☐ Masonry ☐ Factory-built ☐ Modular

Fireplace opening sizes.....

1. \_\_\_\_\_" X \_\_\_\_\_" 2. \_\_\_\_\_" X \_\_\_\_\_" 3. \_\_\_\_\_" X \_\_\_\_\_"

Heating Appliances, Number of..... 3

Type.....

☐ Insert ☐ Freestanding ☒ Boiler ☒ Water Heater (2)

Fuel.....

☐ Wood ☐ Coal ☒ NATURAL Gas ☐ Oil ☐ \_\_\_\_\_

Chimney

Construction.....

☐ Factory-built ☒ Masonry ☐ Other

Chimney height.....

45 feet

Liner.....

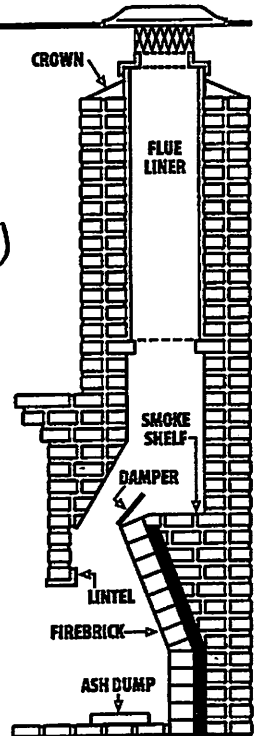
☒ Flue tile ☐ Stainless ☐ Cast ☐ Unlined

Flue sizes.....

☐ 8" X 8" ☒ 8" X 13" ☐ 13" X 13" ☐ 8" X 17" ☐ 13" X 17"

Last cleaned.....

☐ 6" Round ☐ 8" Round ☐ \_\_\_\_\_  
\_\_\_\_\_ year(s) ago ☐ Never ☒ Unknown



## COMMENTS

Found Utica boiler and Bradford White water heaters in useable condition.

## ANNUAL INSPECTION

The National Fire Protection Association (NFPA) recommends annual inspection of all fireplaces, chimneys, and vents. The next inspection of your system is scheduled for: \_\_\_\_\_

## CUSTOMER VERIFICATION

This report is the result of a visual inspection done at the time of cleaning. It is intended as a convenience to our customer, not as certification of fire worthiness or safety. Since conditions of use and hidden construction defects are beyond our control, no warranty is made for the safety or function of any appliance and none is to be implied.

I have read this form and understand the apparent condition of my fireplace, appliance, chimney, and/or vent system. Furthermore I understand the limitations of this report as given in the paragraph above.

Customer  
Signature \_\_\_\_\_

Date \_\_\_\_\_

## INVOICE / RECEIPT

DESCRIPTION

PRICE

Chimney Inspection

200

TX

16

Subtotal

Amount Due

Total

216