

## **Notification and displaying placards for truss-type, pre-engineered wood, or timber construction required in Residential Structures**

Beginning on January 1<sup>st</sup>, 2015, Town of Charlotte Code Enforcement Department must be notified (as part of your building permit application), and affix a truss placard on any structure when any new trusses, pre-engineered wood construction or timber construction components are installed.

The Code Enforcement Office will not issue a Certificate of Occupancy for a residential building that contains truss-type construction, pre-engineered wood construction or timber construction unless the notification is completed and the truss placard is affixed in the proper location as determined by the Code Enforcement Officer.

This new requirement is provided for in Chapter 353 of Executive Law § 382-b of the Laws of 2014, and effective 1 January 2015.

**TOWN OF CHARLOTTE**  
**Code Enforcement Department**

8 Lester Street, P.O. Box 482  
Sinclairville, New York 14782  
Phone: (716) 962-6047 Fax: (716) 962-3843

**NOTICE OF UTILIZATION OF TRUSS TYPE CONSTRUCTION,  
PRE-ENGINEERED WOOD CONSTRUCTION AND/OR TIMBER  
CONSTRUCTION IN RESIDENTIAL STRUCTURES**

(In accordance with Title 19 NYCRR PART 1265)

**OWNER OF PROPERTY:** \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_

**PLEASE TAKE NOTICE THAT THE (CHECK ALL THAT APPLY):**

- New Residential Structure
- Addition to Existing Residential Structure
- Rehabilitation to Existing Residential Structure

**TO BE CONSTRUCTED OR PERFORMED AT THE SUBJECT PROPERTY REFERENCE ABOVE WILL UTILIZE  
(check each applicable line):**

- Truss Type Construction (TT)
- Pre-Engineered Wood Construction (PW)
- Timber Construction (TC)

**IN THE FOLLOWING LOCATION(S) (CHECK APPLICABLE LINE):**

- Floor Framing, Including Girders and Beams (F)
- Roof Framing (R)
- Floor Framing and Roof Framing (FR)

**SIGNATURE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

**PRINT NAME:** \_\_\_\_\_

**CAPACITY (Check One):**  Owner  Owner's Representative