

Regardless of how the project work is portioned out, administration of the work remains the responsibility of the Registered Design Professional (RDP) who is the Applicant of Record (Applicant) in responsible charge or has verified Code and Zoning compliance of the drawings and installations for the project. Although there may be some specific projects that do not involve architectural or structural work, which may be completed by other professionals, it is important that the RDP maintain control of the entire project and understand when this applies under Department and NYS regulations.

☑ TPACO

Following TPA application approval, the event space can be setup. At completion, the Applicant must certify completion per approved plans and request a TPACO, following which TPACO can be printed online. If at approval, a Department Inspection is indicated, Applicant must schedule an inspection and TPACO can be requested following inspection sign-off.

☑ Department Inspection

Request the required PA inspection, and obtain a sign-off for the completed work.