CITY OF MOUNT VERNON, NY
DEPARTMENT OF BUILDINGS

SHAWYN PATTERSON-HOWARD
Mayor

City Hall – One Roosevelt Square, Room 210
Mount Vernon, NY 10550
(914) 665-2483

Patrick G. Holder, R.A.
Commissioner

July 24, 2025

The Honorable City Council
City Hall-1 Roosevelt Square
Mount Vernon, New York 10550

THROUGH THE OFFICE OF THE MAYOR

Re: Request to create a separate Gas Work Permit from the existing Plumbing Permits

I am writing to formally request permission to separate the gas work permit and application process from the existing plumbing permit application currently used by the City of Mount Vernon.

At present, the Department of Buildings utilizes a single Plumbing Permit Application to cover both plumbing work and gas installations. This combined approach has created limitations in record-keeping, plan review, and inspection tracking, especially as the volume and complexity of gas-related work continues to increase.

Upon review of practices in neighboring municipalities such as Yonkers, NY, it is noted that they employ a separate permit and application process specifically for gas work. This distinction allows for better administrative clarity, more efficient scheduling of inspections, and improved compliance oversight. Please see attached the City of Yonkers fee schedule highlighting the gas pressure fee at $150.00 for each meter tested. We are requesting to do the same and charge $150.00 per meter in the City Mount Vernon. The total fee for the new gas work permit will be as follows:

$125.00 Filing Fee	$100.00 Compliance Fee	$150.00 per meter	$375.00 Total Fee (*based on 1 meter)*

In alignment with the City of Yonkers, we recommend that the City adopt a dedicated Gas Work Permit Application and establish the associated fee schedule, effective January 1, 2026. This would enhance our annual revenue and ability to process, track, and regulate gas work independently of standard plumbing activities. This would also help administratively to serve the department and the taxpayer.

Your consideration of this proposal is appreciated.

Respectfully submitted,

Patrick G. Holder, Commissioner
Department of Buildings

cc: Mayor, Comptroller, Corporation Counsel

PLUMBING GAS SPECIFICATIONS ONLY

Gas Test fee is applied per Meter, Riser, Lockable valve or Outdoor Groundwork

List all NEW gas fixtures including replacement to existing rough and pre-fab buildings

GAS FIXTURES	No.	Floor	Date	Insp.	TYPE OF INSPECTION	RESULTS
BOILERS					OFFICE USE ONLY	
HOT WATER HEATER						
FURNACE						
HVAC						
SPACE HEATER						
DRYER						
STOVE						
FIREPLACE						
GENERATOR						
OUTDOOR GRILL						
FIREPIT						
POOL HEATER						
FRYER						
PIZZA OVEN						
GRIDDLE						
WOKS						
SALAMANDER						
6 BURNER STOVE						
OPEN BURNER						
STEAM TABLE						
GAS BOOSTER						
OTHER						

DESCRIPTION OF WORK, SKETCH, etc;

§ 57-17 Plumbing Fees.

Plumbing permits incl inspection of work:	$100.00 plus $25.00 for each fixture or waste-discharging outlet up to and including 200 in number. Fixtures or waste-discharging outlets in addition to the first 200 shall be paid for at the per-fixture rate of $20.00.
Re-inspection for when work was not ready at time of request or is not in compliance	$300.00 for the first re-inspection $600.00 for the second re-inspection $900.00 for each subsequent re-inspection.
Additional or partial inspections may be requested subject to staff availability,	$150.00 per inspection will be required prior to the inspection
Certificates of approval for a certificate of occupancy	$100.00 for each inspection.
Gas pressure test shall:	$150.00 for each meter tested.
Amendments/Revisions to permit applications:	$200.00 plus $25.00 per fixture for each revision shall be required in addition to the required permit fee for the additional work proposed.
Plan reviews and subsequent re-review after correction.	$150.00 per review or re-re-view
Change of contractor:	$150.00
Long house connection plumbers base fee plus long house connection fee specified below	$250.00
Long house and multiple long house connections up to and including 150 feet.	$500.00
Greater than 150 feet to 250 feet	$500.00 plus $10.00 per foot.
Water, storm and sewer service fee:	$200.00

57-17.1 Civil penalty for work done without a permit. [Added 5-10-2005 by L.L. No. 2-2005] Two times the total permit fee otherwise due, for each permit required including certificate of occupancy, **The penalty is in addition to the regular permit fee(s) prescribed by this Code for work**.

CITY OF YONKERS
DEPARTMENT OF HOUSING AND BUILDINGS
20 South Broadway 3rd Fl
Yonkers, New York 10701
DIVISION OF PLUMBING
(914) 377-6566

APPLICATION FOR PROPOSED PLUMBING GAS WORK

DO NOT WRITE IN THIS SPACE

PERMIT # _____ **RECEIVED BY** _____

APPLICATION # _____ **PLAN REVIEW** _____ **RECEIPT #** _____

DATE FILED _____ **PLAN SUBMITTED** _____ **DATE APPROVED** _____

PROPERTY INFO: ☐ COMMERCIAL ☐ RESIDENTIAL ☐ MIXED USE ☐ **NEW** (Requires Plumbing & Site Plans showing utilities)

Property Location: House No. _____ St. Name _____ Block _____ Lot _____

Property Owner/Lessee: First Name _____ Last Name _____

Mailing Address _____

City _____ State _____ Zip _____ Email _____

Phone: Work (___) _____ Home (___) _____ Cell (___) _____

Description of Work; Check all that apply. List ALL Gas Fixtures and additional info on reverse side

NO CSST or Mega Press gas piping allowed. Gas piping to be black steel with malleable fittings, other code approved joints, or welded. All pressure testing to be performed with 5lb diaphragm or water U gauge.
Gas Test Fee applied per Meter, Lockable valve, Riser or Separate outdoor/underground section.
This application Must be accompanied by current Welders Certification when Welding is performed.

☐ GAS TEST (for Blue Card)	☐ Locked Valve	☐ Riser	☐ Groundwork	☐ Meter	# _____
☐ GAS PIPING ☐ Welded	☐ New Rough	☐ Replace	☐ Repair	☐ Header	☐ Indoor ☐ Outdoor
☐ GAS GROUNDWORK	☐ New	☐ Replace	☐ Repair	Size_____	Mat _____
☐ GAS SERVICE	☐ New	☐ Replace	☐ Commercial	Size_____	Loc _____
☐ GAS CONVERSION	☐ New	☐ Burner Only	☐ Dual Fuel	Tank Permit	☐ Chimney Receipt
☐ PROPANE (Needs FD Permit)	☐ New	☐ Replace	☐ Groundwork	☐ Temporary	☐ Plans YFD approved
☐ Other _____	☐ New	☐ Replace	☐ _____	☐ _____	☐ _____

_____ states that he is a master plumber, duly registered in the County of
Print Name

Westchester. (License No._____ 2_____). Company Name _____

with a shop at_____ Cell# _____
St. Address, City, State, Zip

That he is duly authorized by the owner as given above to do the plumbing work as set forth in the application, detailed statement of specifications and accompanying plans – including all amendments t the same which may be filed hereafter and a permit for which is hereby issued to him, and he stipulates that he will comply with all the rules and regulations of the Division of Plumbing for the City of Yonkers and with every other provision of law relating to the subject of plumbing, drainage and gas work in the City of Yonkers, and State of New York in effect at this date.

Falsification of any statement is an offense and individual making the statement shall be deemed guilty of perjury and, upon conviction, shall be punished as provided by law.
Sworn to before me this _____ Day of _____ 2 _____

_____ _____
Commissioner of Deeds, Notary Public **Plumber's Signature**

PERMIT FEES **DO NOT WRITE IN THIS SPACE**

PLAN REVIEW_____ FILING FEE _____ C/O_____ FIXTURES _____ LCO_____

RE-INSPECTION_____ EXT/AMEND/CoP _____ OTHER _____ TOTAL_____