

THE CITY OF NEW YORK
HOUSING AND DEVELOPMENT ADMINISTRATION
DEPARTMENT OF BUILDINGS

DEPARTMENTAL MEMORANDUM

DATE: January 24, 1976

TO: Borough Superintendents, Pat Dillon, Chief Boiler Inspector
FROM: Thomas V. Burke, P.E., Director of Operations
SUBJECT: NOTICE OF PROPOSED STEAM OR HOT WATER BOILER INSTALLATION
(Department Forms 900 and 900A) Section 204 Labor Law

APPLICABILITY:

The provisions of this memorandum do not relate to:

1. Hot water and steam boilers operating at a pressure of not more than 15PSI, located in dwellings occupied by less than six families.
2. Boilers used to heat water for a supply of warm water.

PROCEDURE:

1. Prior to the approval of an application that includes a new installation or replacement of a hot water or steam boiler used for space heating, a notification to the Boiler Division is to be completed by the Plan Examiner on Form 900. The original copy is to be attached to the respective New Building, Alteration, Building Notice or Miscellaneous application, one copy is to be sent to the Department of Buildings, Boiler Division, Room 617, 2 Lafayette Street, New York, N.Y. 10007, and one copy is to be forwarded to the Plumbing Inspector.
2. Prior to the installation of a hot water or steam boiler, Form 900A is to be completed by the contractor, and sent to the Boiler Division. Boilers shall not be placed in operation upon completion of construction until inspections and tests are made by a Boiler Inspector of the Department of Buildings (this applies to all boilers used for space heating regardless of the fuel used gas/oil, coal - others).
- 2a. Where a boiler is to be fabricated on the premises, it is the duty of the contractor to notify the Boiler Inspection Division prior to commencement of said fabrication. The contractor shall be the holder of an "A" symbol stamp, and all welders shall be qualified in accordance with A.S.M.E. Boiler Code or New York State Industrial Code Rule 14.
3. No application for a new installation or replacement of a hot water or steam boiler is to be reported as completed, and a certificate of occupancy is not to be issued, until a certification of an inspection and approval of the boiler is received from the Boiler Division.

continued...

876

4. All boilers are inspected periodically, at least once each year, insofar as personnel limitations permit by a Boiler Inspector of the Department of Buildings or by an inspector of an authorized insurance company.
5. It is to be noted that Section C26-116.3(f) of the Administrative Code requires that plans for boiler installations and boiler alterations shall contain at least the following data and information: The BTU per hour output capacity and the operating weight of each boiler; and the pressure setting of the relief valves, horsepower and heating surface. Also, FORM 15 shall indicate the building's occupancy as indicated on attachments #1 through #4.
6. All new and replacement boilers are to be manufactured and assembled under the specifications of the Boiler and Pressure Vessel Code of the American Society of Mechanical Engineers. In addition, approval of boilers is required by the Materials and Equipment Acceptance Division of the Department of Buildings. Boilers previously approved by the New York City Board of Standards and Appeals may be accepted.

These regulations are promulgated in conformance with Section 204 of the State Labor Law and Industrial Code Rules #4 and #14.


Thomas V. Burke, P.E.
Director of Operations

TVB/PI/PEO/sc

ATTACHMENTS:
Sample Form 15

DISTRIBUTION:
Exec. Staff
Industry
BOAC
Oil Heat Institute