

**Property owners must repair dangerous conditions within 30 days of filing a technical report. Once the work is finished, owners must file an amended report within 14 days.**

**To keep buildings safe, owners of properties higher than six stories must have exterior walls and appurtenances, such as balconies, inspected every five years — and they must file a technical façade report with the Department. See NYC Construction Codes §28-302.1 and RCNY §103-04.**

## Inspection + Report Deadlines

Façade report and maintenance/repair deadlines are divided into cycles. Cycle 7 began February 21, 2010 and runs through February 20, 2015. The Department has added sub-cycles to make it easier for owners to hire qualified professionals and contractors. The last digit of a building's block number determines if the property falls into sub-cycle A, B or C.

Sub-Cycle	Block Number's Last Digit	Filing Period / Deadline
A	4, 5, 6, 9	2/21/2010 – 2/21/2012
B	0, 7, 8	2/21/2011 – 8/21/2012
C	1, 2, 3	2/21/2012 – 2/21/2013

## Façade Classifications

The required façade inspections are called critical examinations and may only be performed by a Qualified Exterior Wall Inspector. QEWI's are New York State licensed professional engineers or New York State registered architects. After performing an inspection, the QEWI must file a technical report on the façade's condition, classifying the building one of three ways:

- **Safe:** No problems and in good condition;
- **Safe With a Repair and Maintenance Program (SWARMP):** Safe, but requires repair/maintenance; or
- **Unsafe:** Problems/defects threaten public safety.

With an Unsafe classification, the owner must immediately install protection, such as a sidewalk shed, construction fence, etc.

## General Information

- The technical report must be submitted with a TR6 form; both must be filed with the Department's Local Law Enforcement Unit.
- Owners are subject to Environmental Control Board violations and penalties if they don't meet the deadline or fail to make timely repairs.
- Property owners with a building filed as Unsafe may request an extension if the repairs cannot be completed and an amended report cannot be filed within 44 days from the original filing date.

## SWARMP Filings

- The condition of window air conditioner units may not be classified as SWARMP.
- SWARMP filings must include a statement that "There are no unsafe conditions."
- If the QEWI believes the condition will deteriorate and become hazardous in less than 12 months, then the façade report must be filed as Unsafe.
- If all necessary repairs aren't completed before the next cycle, file the next report as Unsafe.

## General Façade Report Reminders

- Buildings with ongoing construction may not be designated as Safe.
- Provide color photos and a location diagram.
- Include a statement on water-tightness.
- Submit a certification that repairs identified in the prior cycle have been finished.
- Cite the cause and description of the deterioration.
- Include the QEWI's projection of the month and year when the defects will become hazardous and cause the façade to be classified as Unsafe.
- Cite which repairs will need a Department work permit.
- Provide details about appurtenances.
- Include a copy of the Notice of Rejection when resubmitting.