

# 1 RCNY §4-01

## CHAPTER 4 CERTIFICATES OF OCCUPANCY, LIVE LOADS AND OCCUPANCY LOADS

### §4-01 Posting Requirements.

(a) A copy of the Certificate of Occupancy indicating the live loads and occupant loads shall be posted within every building for which a Certificate of Occupancy has been issued, except in one and two-family dwellings, and such posted Certificate of Occupancy shall be deemed in full compliance with §27-225 of the Administrative Code. In a commercial or industrial structure for which no Certificate of Occupancy was issued, a sign shall be posted and maintained in a conspicuous place on each floor stating the live loads.

(b) The copy of the Certificate of Occupancy shall be posted in the main entrance hall or lobby leading to the elevator of each building when there are elevators and to the main entrance hall to the stairs when there are no elevators and shall be posted near the main entrance door when there is no entrance hall to stairs or elevators.

(c) The Certificate of Occupancy shall be posted in a frame having a size sufficient to accommodate properly the Certificate of Occupancy.

(d) The frame shall be faced with glass or other transparent facing which will permit the Certificate of Occupancy to be read without difficulty.

(e) Frames shall be constructed of corrosion resistant metal or durable [sic] impact and flame resistant plastic.

(f) Frames shall be constructed in such manner as to prevent removal of the facing or the Certificate of Occupancy, without the use of special tools.

(g) Certificates shall be placed in such location as to be readily available to interested persons, and the bottom of the frame shall be located between 54 to 66 inches above the floor.

(h) Sufficient lighting shall be provided to make the Certificate of Occupancy legible at all times when the building is occupied.

(i) In place of posting the Certificate of Occupancy in a location specified under §4-01(b), it may be located as specified in this rule but only in those buildings where there is a resident caretaker or superintendent on the premises or where there is a building manager on the premises and where such caretakers, superintendents or managers or their assistants are present in the building at all times when the building is occupied. In such buildings, the Certificate of Occupancy may be posted within the entrance hall of the apartment or office of the caretaker or superintendent or inside the entrance to an office of a building manager. The Certificate of Occupancy shall be posted in such locations in the manner specified by the foregoing rules.

(j) A diagrammatic plan approved by the Department of Buildings, as required by §27-564 of the Administrative Code, shall be posted in accordance with the requirements for a Certificate of Occupancy indicated in these rules showing:

(1) the weight of any piece of machinery or equipment weighing more than 1,000 pounds and its identifying description and location.

(2) the maximum design wheel load and the total maximum weight of any vehicle that may be brought into the building.

(3) the equivalent uniform partition loads, or in lieu of this, a statement to the effect that the design was predicated on actual partition loads.

A diagrammatic key plan shall not be required where the above information is clearly noted on the posted Certificate of Occupancy.

Section 4-01(j) shall not apply to any structure or portion thereof erected and altered in compliance with any code in effect prior to December 6, 1968. Notice of the permitted floor loads in such buildings shall be posted as required by the former code.