

THE CITY OF NEW YORK
DEPARTMENT OF BUILDINGS

DEPARTMENTAL MEMORANDUM

DATE: September 1, 1983

TO: All Borough Superintendents

FROM: Robert Esnard, Commissioner

SUBJECT: Gas Cards & Tests of Gas Piping;
Sections C26-114.5, C26-1600.9, &
C26-1606.4 (d) Administrative Code

This Department has further reviewed the circumstances under which a "Gas Card" would be required.

Accordingly, the following interpretation shall be followed with regard to Section C26-114.5, C26-1600.9, C26-1606.3, and C26-1606.4 (d) of the Administrative Code.

1. No gas card will be required under the following circumstances:

- a. Installation of replacement meter only, except as provided in Section 2 below.
- b. Replacement of an existing appliance in place.
- c. Installation of gas service and gas meter piping by the utility company in accordance with C26-114.5 and C26-1600.9.
- d. Emergency repairs of gas distribution piping performed by utility companies or licensed master plumbers in order to alleviate hazardous conditions, provided that a written report describing the details of such repairs is filed with the Department upon completion of the work.
- e. Restoration of discontinued service where the interruption is periodic, seasonal or temporary, or where service has been discontinued solely because occupancy has been discontinued.

2. Gas cards shall be required under all of the following circumstances:

- a. Installation of new piping (including extensions) up to the appliance gas cock, except as noted in 1-c above.
 - b. Restoration of discontinued service when the shut-off is due to fire or accident, which affects the gas piping. However, where the repairs and/or test of the piping is performed by the utility company under these circumstances, then 1-d would control.
 - c. Restoration of discontinued service where all gas service to the building has ceased for 6 months or more.
 - d. Installation of a replacement meter having an increased
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capacity, provided, however, that such meters coming within the scope of subdivision f below may be subject to the procedural requirements set forth therein.

- e. Installation of a new meter.
 - f. Where replacement meter for an oil-to-gas conversion in a residential building is to be installed; provided that, if the utility company has tests performed on the new piping and appliances by persons who meet the qualifications prescribed by the Department of Buildings in accordance with Section C26-1606.3 and said tests are in accordance with the requirements of the Building Code, the meter may be installed without a gas card; but if the gas card has not been filed with the utility company within 2 days, the utility company shall submit to the Building Department the name and address of the installer, the type of equipment, the name and address of the owner of the building (or customer, if known to be other than the owner), the address of the building, and the location of the installation within the building.
3. This memorandum supersedes the memorandum dated 11/5/81 on the same subject.



Robert Eward, R.A.
Commissioner

RE:IEM:ap

cc: Deputy Commissioner Minkin
Deputy Commissioner Parascandola
Deputy Commissioner Felstein
Assistant Commissioner Dennis
Assistant Commissioner Grill
Assistant Commissioner Cox
Executive Staff
Master Plumbers License Board
Utility Companies
Corporation Counsels
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