

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

File.

DEPARTMENTAL MEMORANDUM

DATE: November 13, 1975

TO: Borough Superintendents
FROM: Jeremiah T. Walsh, P.E. Commissioner
SUBJECT: Potential Illegal 3 Family Dwellings - Notification By Bureau of Gas & Electricity

This memorandum confirms a procedure set up with the Bureau of Gas & Electricity of the Department of Public Works concerning the above subject. The procedure will apply only when an application for an electrical certificate is filed with the Bureau of Gas & Electricity involving the installation of 3 or 4 electric meters.

The Borough Office will be notified by the Bureau of Gas & Electricity when such applications are filed. The Borough Superintendent will then arrange for an inspection of the referred building to determine if an additional dwelling unit is being added illegally. If warranted, violations are to be placed in the normal manner.

To evaluate the effectiveness of this procedure, a report is to be submitted by the 10th day of each month to Assistant Commissioner Parascandola indicating the number of referrals received and violations filed as a result thereof.

Start: 1/1/76?


Jeremiah T. Walsh, P.E.
Commissioner

cc: Deputy Comm. A. Jenkins
Asst. Comm. Parascandola
T.V. Burke

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thru

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