



DEPARTMENT OF BUILDINGS  
EXECUTIVE OFFICES  
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Issuance # 366

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**OPERATIONS**  
**POLICY AND PROCEDURE NOTICE # 16/92**

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To: Distribution  
From: Barry G. Cox  
Date: 4 August 1992  
Subject: Temporary, Amended and Final Certificates of Occupancy

**Purpose:**

To formalize the Department's existing policy with respect to issuing Temporary, Amended, or Final Certificates of Occupancy for New or Existing Buildings.

**Effective:**

Immediately

**Reference:**

Sections 26-222, 27-218, and 27-222 of the Administrative Code.  
Section 645 of the City Charter

**Specifics:**

No Temporary, Amended, or Final Certificate of Occupancy (CO) shall be issued for a building with outstanding Local Law 5/73, 10/80, 10/81 or 16/84 violations.

At the Borough Commissioner's discretion, a Temporary CO may be issued for a new or altered building, or portion of a new or altered building, with outstanding non-hazardous violations as long as those violations are not written for conditions existing on the floor(s) or space(s) which will receive the TCO.

At the Borough Commissioner's discretion, an Amended CO may be issued for a building with outstanding non-hazardous violations as long as those violations are not written for conditions existing on the floor(s) or space(s) being altered.

No Demolition Permit shall be issued for any building with outstanding Local Law 10/80, 10/81 violations.

BGC:mh