

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

DEPARTMENTAL MEMORANDUM

DATE: January 7, 1976

TO: Borough Superintendents

FROM: Thomas V. Burke, P.E., Director of Operations

SUBJECT: Building Notices for landmarks properties and premises in Historic Distr

Supplementing Directive No. 14/75, and a memorandum dated 12/12/75 by Commissioner Walsh relating to Building Notices filed for landmark properties and premises in Historic Districts or Scenic Lands, herewith forwarded is a letter dated December 31, 1975 from the Director of Preservation of the Landmarks Preservation Commission listing examples of construction work accepted for filing on Building Notice applications which should continue to be referred to the Landmarks Preservation Commission for approval, and examples of minor work not requiring review or approval by the Commission.

The latter list (enumerated by item numbers corresponding to those in my memorandum dated November 24, 1972) appears on page 2 of the attached letter of December 31, 1975 and applications involving exclusively the scope of work on said list can be processed in accordance with Directive No. 14/75 without referral to the Landmarks Preservation Commission.

TVB:IEM:njk  
cc: Comm. Walsh  
Dep. Comm. Jenkins  
Ass't Comm. Parascandola  
Exec. Staff & Boro. Supts.  
BCAC  
Industry  
Chairman Spatt, LPC  
Margaret H. Tuft, LPC

  
Thomas V. Burke, P.E.  
Director of Operations

1139  
JAN 7 1976



LANDMARKS PRESERVATION COMMISSION

305 BROADWAY, NEW YORK, N. Y. 10007

Tel: 566-7577

December 31, 1975

Department of Buildings  
Housing and Development Administration  
100 Gold Street  
New York, N. Y. 10038

Attention: Mr. Irving Minkin, P.E.

Re: BUILDING NOTICE APPLICATIONS: Supplement to  
Directive No. 19/71 dated October 29, 1971

Dear Mr. Minkin:

This letter revises our letter of December 19, 1975 regarding the Departmental Memorandum of November 24, 1972 of the Housing and Development Administration, Department of Buildings, as prepared by Thomas V. Burke, Director of Operations.

Following is a list of the examples of minor construction work acceptable on BN applications which should be referred to the Landmarks Preservation Commission for approval.

- HDA # - 1. Air Conditioning Roof Top Equipment and Roof tanks.
- 2. Awnings or Canopies.
- 4. Brick Veneering of Frame Buildings
- 6. Candy and Newsstands and Portable Stands.
- 11. Curb Cuts (Existing Lawful Uses Requiring Vehicular Access).
- 14. Erection of Chimneys; Stoop and Porch Repairs.
- 15. Erection of Interior Non-bearing Partitions, Except Where Such Partitions are Erected to Create New Stores.
- 16. Fences.
- 17. Fire Damage (Restoration). (Refer to Directive 1/1972).
- 18. Fire Escapes.
- 19. Hung (Suspended) Ceilings.
- 20. Party Wall Openings.
- 21. Radio Antennas (Towers).
- 24. Retaining Walls.
- 27. Sealing of Exterior Openings.
- 29. Sidewalk Cafes
- 30. Signs.
- 33. Store Fronts.
- 35. Tenant Layouts. (On street floors only).
- 38. Ventilation Systems.

1140

CHAIRMAN: BEVERLY MOSS SPATT / VICE-CHAIRMAN: MORRIS KETCHUM, JR.

EDWARD A. AMES / MARGARET DYER / ELIZABETH COIT / BARBARALEE DIAMONSTEIN / WARREN W. GRAN  
STEPHEN S. LASH / HAWTHORNE E. LEE / HENRY T. LUDDER, JR. / PAUL E. PARKER, JR.

The following numerical items do not require our approval:

- HDA # -
3. Boiler Room Enclosures.
  5. Builders' Shanties, Hoists and Dumbwaiter Chutes.
  7. Cellar Kitchens (Must be assigned to Senior Plan Examiners only).
  8. Cellar Stair Enclosures.
  9. Compactors and Upgrading of Incinerators.
  10. Cranes & Derricks.
  12. Dumbwaiter (Sealing of Shafts); Not new installation.
  13. Elevators (Work involving Existing Equipment of Shaft or Machine Room); Not a new installation.
  22. Refuse Chutes.
  23. Removal of Interior Non-bearing Partitions.
  25. Sanitary Facilities (In Existing Floor Area).
  26. Scaffolds.
  28. Sidewalk Bridges, Chutes, Hoist Towers.
  31. Soundproofing and Interior Finishing of Walls and Ceilings.
  32. Spray Booths.
  34. Temporary Tents, Bazaars, Carnivals and Banners.
  39. Washers, Dryers (Installation of).

Thank you very much for your cooperation,

Sincerely yours,

*Margaret H. Tufe*

Margaret H. Tufe  
Director of Preservation

MHT/da

1141