

The City of New York
HOUSING AND DEVELOPMENT ADMINISTRATION
Department of Buildings

DIRECTIVE NO. 16 OF 1971

To: Borough Superintendents Date: September 27, 1971
From: Thomas V. Burke, Director of Operations
Subject: Equipment Use Permits - Section C26-117.0
Building Code.

- I It is required by section C26-117.1 that equipment use permits be obtained for the following types of service equipment:
- (a) Air conditioning and ventilating systems.
 - (b) Elevators, escalators, moving walks and stairways, dumbwaiters, etc.
 - (c) Fuel-burning and fuel-oil storage equipment.
 - (d) Refrigeration systems.
 - (e) Heating systems.
 - (f) Boilers
- II Elevators - The forms, B Form 111, Passenger Elevator Inspection Certificate, and B Form 110, Freight and Sidewalk Elevator Inspection Certificate, and the forms presently issued for escalators, moving walks and stairways, dumbwaiters and amusement devices, shall be the equipment use permits for such equipment, and the present procedure used for issuance of such forms shall continue.
- III Fuel-burning and fuel oil storage equipment - The form 16A, presently used, shall be the equipment use certificate, and the existing procedure shall be continued.
- IV Boilers - The Certificate of Boiler Inspection, form 276, presently issued by the boiler section, shall be the equipment use certificate for boilers. The present procedure for issuance of such certificates shall be continued.
- V Air conditioning, ventilating systems, refrigeration systems, heating systems - An equipment use certificate is not presently issued. A new form B25A, copy attached, shall be used as the equipment use certificate for such equipment. The procedure which follows shall be applicable.
- VI Ventilating Systems
- (a) Equipment use permits shall be necessary for required ventilating systems and for voluntary air duct systems containing smoke detection or fire protection devices required by the Building Code (except for voluntary systems exempt from work permits pursuant to section C26-116.5 Administrative Code.)
- A 25

3. Construction inspectors shall inspect chimneys, warm air ducts, ventilation of boiler rooms, boiler room enclosures, boiler foundations, breeching, and other construction not inspected by boiler inspectors and plumbing inspectors, for compliance with approved plans.

X Noise Control

- (a) Equipment for which an equipment use permit is required, when located within a multiple dwelling, shall comply with the noise control requirements of Sub-Article 1208.0 of the Building Code.
- (b) Where any equipment for which an equipment use permit is required, is located on the exterior of any type of building and one or more windows of a dwelling unit in occupancy groups J-1, J-2, or J-3 is located within a sphere of 100 ft. radius, whose center is at any part of the equipment or its housing, shall also comply with the provisions of Sub-Article 1208.0.
- (c) Requirements of Sub-Article 1208.0, when providing for construction, shall be shown on the approved plans. When such requirements relate to permitted noise levels, reports of required tests, as specified in subdivision (a) of section C26-1203.1, shall be made under the supervision of the person making controlled inspection, and reports of such tests shall be filed before issuance of an equipment use permit.

XI Temporary Equipment Use Permits

Equipment use permits shall be issued for periods of indefinite duration, except that temporary permits may be issued for periods not exceeding thirty days, provided the fees prescribed in section C26-33.0 Administrative Code are paid for such temporary permits and provided that partial use and operation may be made without endangering public health, safety or welfare. Such permits shall be marked as temporary, with the date of expiration clearly noted. Such temporary permits shall be accompanied by amendments to the work application, on which required fees shall be noted.

XII Existing Equipment

Equipment use permits shall not be required for equipment installed prior to December 6, 1969. When new equipment is installed in existing buildings constructed under the 1938 or prior codes, an equipment use permit shall not be required unless the cost of installation exceeds 30% of the value of the building. Section C26-103.3 Administrative Code.

VII Air Conditioning Equipment. See exemptions of Section C26-117.5 Administrative Code. Procedure for air conditioning systems shall be the same as for ventilating systems, except that in addition, a use permit may be required for the refrigerating system. Section C26-1301.4 Administrative Code. Note exemption for refrigeration systems in section C26-1301.4, subdivision (c) Administrative Code. The completed refrigerating system shall be tested and inspected under the requirements for controlled inspection, except that it shall not be required that the architect or engineer be employed by the owner. A signed statement of the architect or engineer shall be filed on forms 10E and 10F, that the refrigerating system complies with Reference Standard 13-6 (USASI B9.1-1964 Safety Code for Mechanical Refrigeration) and code requirements.

VIII Refrigeration System - See item VII.

IX Heating Systems

(a) Boilers having a BTU input of not more than 350,000 BTU per hour (Section C26-1401.1(a) Administrative Code) in non-residential buildings, and hot water boilers and steam boilers operating at a gauge pressure of not more than 15 lbs. per square inch, located in dwellings occupied by less than six families, do not require equipment use permits. (Section C26-117.5 Administrative Code.)

(b) A statement of an architect or engineer shall be required that the heating system was operated and functions satisfactorily and that, to the best of his knowledge and belief, the system will meet code temperature requirements. (Section C26-117.3 Administrative Code.)

(c) Controlled Inspection

Inspections and tests of heating systems are to be made and witnessed by or under the direct supervision of an architect or engineer who shall file reports of such tests and inspections on form 10E, and who shall file a statement that the heating system conforms in all respects with code requirements. (Section C26-1204.0 Administrative Code). Note: Testing of a heating system shall be required only to show that the system operates properly. Testing to show compliance with the temperature requirements of section C26-1204.1 of the Administrative Code shall not be required.

(d) Building Department Inspection

1. Boiler inspectors shall inspect boilers.
2. Plumbing inspectors shall inspect water supply piping and connections and waste lines and fuel burning equipment and fuel storage equipment. Note that separate equipment use permits are required for fuel burning equipment and fuel storage equipment. Forms presently in use for this purpose shall be continued (Form 16A).

XIII Plan Examination

Examiners shall require applicant to list equipment requiring equipment use permits as required by section C26-117.1 Administrative Code, and shall require that equipment use permit applications be filed. They are to be filed as part of a New Building or Alteration application.

XIV Reports, Certifications, Approvals

Applications for equipment use permits shall be filed with the new building or alteration applications to which they are accessory. Examiners shall review the required reports, certifications and other data required for approval. When all information has been received and is found to be in proper order, the examiner shall recommend approval by signing the application for the equipment use permit.

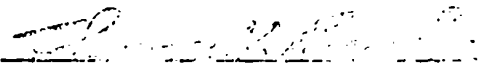
Before approving a temporary or permanent certificate of occupancy or before signing off the application as completed, the plumbing and construction inspectors shall ascertain whether the equipment meets all requirements of the code as specified in this memorandum. Where there is not compliance, the applicant is to be notified in writing of the objections. Where the equipment is ready for approval, the inspector shall sign the application for the equipment use permit, recommending approval. The application shall be returned to the new building or alteration application to which it is accessory and shall be stamped with the signature of the Borough Superintendent, as approved, by the clerk who stamps the approvals of the new building or alteration applications.

XV - Applications for equipment use permits (form B25) shall be filed in quadruplicate and shall be distributed in the same manner as the applications to which they are accessory, except when filed as separate applications as noted below. Where a new type of equipment use permit is issued, form B25A shall be used as the permit.

XVI When no work is to be done other than installation of the equipment for which a use permit is required, a separate application (form B25) may be filed for a work permit and a use permit (form B25A) obtained in conformance with sections C26-116.0 and C26-117.0 of the Administrative Code. In such cases, the applications shall be processed in accordance with the foregoing procedure, except that the accessory application shall be noted as "none."

Note: Where alteration application is specified in this directive, it shall include building notice applications also.

TVE/df
Attachments



Thomas V. Burke
Director of Operations

CC: Exec. Staff
Industry
Comm. Lowery, Fire Dept.
Boiler Section; Crane & Derrick Section