



Issuance # 307

DEPARTMENT OF BUILDINGS

EXECUTIVE OFFICES  
60 HUDSON STREET, NEW YORK, N.Y. 10013

RUDOLPH J. RINALDI, Commissioner

BARRY G. COX  
Assistant Commissioner  
Borough Operations  
(212) 312-8004

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OPERATIONS  
POLICY AND PROCEDURE NOTICE # 15/91 (REVISED)

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To: Distribution  
From: Barry G. Cox  
Date: 29 August 1991  
Subject: Site Safety Programs - Alteration Work on Facades of Major Buildings

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**Purpose:**

To formalize the Department's procedure in determining when a Site Safety Program is required to be filed under the Rules and Regulations Relating to the Filing of Site Safety Programs and the Designation of Site Safety Managers pursuant to Local Law 45/1983, as applied to an "alteration of the facade of a major building when a sidewalk shed is required".

**Reference:** Article 2, Section 27-232 and Article 5, Sections 27-124 (minor alterations); 27-125 (ordinary repairs); 27-126 (work not constituting minor alterations or ordinary repairs); and 27-127 (maintenance requirements); CPPN 6/88; Local Law 45/83 and the Rules and Regulations promulgated thereto.

**Effective:** Immediately

**Specifics:**

Consistent with the intent of the cited provisions, a site safety program shall be required when, in the judgment of the Borough Commissioner/Superintendent, the public safety would be better protected by the presence of a certified site safety manager who will monitor on-going construction activities.

Such a requirement shall be imposed when the alteration work is of such a nature that the addition, change, or modification to the facade affects the structural integrity of the building or its service equipment; or poses a hazard to the life safety of the building's occupants or occupants of adjacent structures, or individuals in close proximity to the work being undertaken.

In this context, a repair undertaken as a result of compliance with Local Law 10/1980, which is not an alteration as defined in the Building Code, shall not require a site safety program. For example, replacing windows and/or lintels, in kind, would generally not require a site safety program.

The presence of a site safety manager may be modified by the Borough Commissioner/Superintendent based on the scope and complexity of the project. The number of hours a site safety manager must be present at a job is discretionary and such a determination will be made in the interest of public safety.

An owner is not precluded from placing a site safety program on his/her building when such a requirement would not otherwise be imposed by this agency.

Requests for reconsideration of the Borough Commissioner/Superintendent's decisions may be made, in writing, to the Assistant Commissioner for Borough Operations.

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